

Program of Services

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Budget Detail

City of Eau Claire
Wisconsin

2003 Program of Services

Budget Detail

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2003 Program of Services

Budget Detail

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Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 <u>Adopted*</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 17,416,053	\$ 19,351,700	\$ 10,589,059	\$ 19,284,300	\$ 20,685,800
Intergovernmental	12,957,091	13,079,700	2,525,019	13,802,300	13,574,300
Licenses & Permits	1,295,042	1,202,200	573,333	1,233,100	1,310,100
Fines & Forfeits	552,751	478,000	338,310	559,100	609,000
Charges for Services	1,394,452	973,000	662,759	1,347,800	1,130,600
Charges for Services -					
Intergovernmental	2,071,195	2,120,600	1,100,889	2,120,600	2,326,100
Miscellaneous	2,238,540	1,734,800	583,295	1,541,500	1,316,100
Other Financing Sources	<u>368,536</u>	<u>949,700</u>	<u>33,967</u>	<u>939,700</u>	<u>391,400</u>
Total Revenues and Other Financing Sources	<u>38,293,660</u>	<u>39,889,700</u>	<u>16,406,631</u>	<u>40,828,400</u>	<u>41,343,400</u>
Expenditures and Other Financing Uses:					
Personal Services	25,995,011	27,544,900	12,315,465	27,557,500	29,029,400
Contractual Services	4,563,884	4,883,500	2,276,864	5,531,200	5,166,900
Utilities	968,343	1,029,900	466,436	1,065,800	1,034,100
Fixed Charges	493,863	705,100	243,577	705,100	705,100
Materials & Supplies	1,283,421	1,300,300	639,508	1,409,000	1,307,700
Contributions & Other Payments	330,720	327,900	189,678	357,000	322,900
Capital Outlay	140,063	-	18,133	33,900	-
Other Financing Uses	<u>5,762,781</u>	<u>6,621,000</u>	<u>-</u>	<u>6,638,200</u>	<u>5,456,900</u>
Total Expenditures and Other Financing Uses	<u>39,538,086</u>	<u>42,412,600</u>	<u>16,149,660</u>	<u>43,297,700</u>	<u>43,023,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (1,244,427)</u>	<u>\$ (2,522,900)</u>	<u>\$ 256,970</u>	<u>\$ (2,469,300)</u>	<u>\$ (1,679,600)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 4,378,389	\$ 2,144,628		\$ 3,437,971	\$ 1,374,701
Changes in Available Balances:					
From operations	(1,244,427)	(2,522,900)		(2,469,300)	(1,679,600)
Principal repayment -					
leases & advances	189,009	386,300		406,030	305,500
Residual transfers in	400,000	-		-	-
Residual transfer to proprietary funds for capital projects/debt	<u>(285,000)</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 3,437,971</u>	<u>\$ 8,028</u>		<u>\$ 1,374,701</u>	<u>\$ 601</u>

*Restated for GASB 34

REVENUE DETAIL

Revenue Classification	2001 Actual	2002 Adopted	2002 6-Month Actual	2002 Projection	2003 Budget
<u>TAXES</u>					
Real & personal property	\$ 15,579,249	\$17,511,800	\$9,833,822	\$17,511,800	\$18,915,000
Allowance for delinquent taxes	-	(200,000)	-	(200,000)	(200,000)
Special assessments	299,098	280,000	263,290	255,000	200,500
Payment in lieu of taxes	1,314,852	1,432,900	268,893	1,378,900	1,443,300
Other	222,854	327,000	223,054	338,600	327,000
Total taxes	17,416,053	19,351,700	10,589,059	19,284,300	20,685,800
<u>INTERGOVERNMENTAL REVENUES</u>					
Federal aid	53,408	-	63,064	441,800	0
State shared tax	8,338,025	8,440,800	-	8,440,800	8,525,200
State expenditure restraint program	754,689	728,500	-	727,400	853,100
State aids-streets	2,547,203	2,731,500	1,364,627	2,729,300	2,820,000
State aids-police, fire	734,245	738,000	849,260	944,200	953,000
Other	529,521	440,900	248,069	518,800	423,000
Total intergovernmental revenues	12,957,091	13,079,700	2,525,019	13,802,300	13,574,300
<u>LICENSES & PERMITS</u>					
Television franchise	510,873	419,200	144,989	419,200	423,400
PEG Fees	162,730	164,000	40,049	159,000	159,000
Liquor licenses	81,356	69,200	58,868	69,200	69,200
Building permits	203,424	205,800	137,271	230,000	205,000
Construction permits	159,497	138,300	76,095	150,000	150,000
Occupational licenses	68,910	92,200	64,060	92,200	92,300
Other	108,251	113,500	52,001	113,500	211,200
Total licenses and permits	1,295,042	1,202,200	573,333	1,233,100	1,310,100
<u>FINES & FORFEITS</u>					
Court penalties and costs	282,628	275,000	151,317	300,000	300,000
Parking violations	264,768	200,000	177,985	250,000	305,000
Other	5,355	3,000	9,008	9,100	4,000
Total fines & forfeits	552,751	478,000	338,310	559,100	609,000
<u>CHARGES FOR SERVICES</u>					
Police department fees	207,787	45,000	60,700	301,400	25,000
Ambulance service	812,627	600,000	377,509	700,000	780,000
Repairs to streets/sidewalks	17,174	30,500	13,768	28,500	28,500
Municipal softball	57,362	50,000	45,522	55,000	50,000
Instructional & athletic activity fees	179,630	166,900	91,844	170,000	170,000
Other	119,872	80,600	73,416	92,900	77,100
Total charges for services	\$ 1,394,452	\$ 973,000	\$ 662,759	\$ 1,347,800	\$ 1,130,600

REVENUE DETAIL

Revenue Classification	2001 Actual	2002 Adopted	2002 6-Month Actual	2002 Projection	2003 Budget
<u>CHARGES FOR SERVICES-</u>					
<u>INTRAGOVERNMENTAL</u>					
Communication center	899,788	940,500	527,550	940,500	1,016,900
Haz Mat "B" contract	34,000	34,000	-	34,000	34,000
Police liaison	92,630	94,500	47,700	94,500	144,100
Storm Water Mgmt service charge	264,996	260,900	130,446	260,900	281,600
Water Utility service charge	420,948	428,800	214,410	428,800	459,200
Sewer Utility service charge	314,796	317,300	158,670	317,300	342,700
Public Transit utility service charge	36,096	37,300	18,660	37,300	40,200
Service charge - other	7,941	7,300	3,453	7,300	7,400
Total charges for services- intergovernmental	<u>2,071,195</u>	<u>2,120,600</u>	<u>1,100,889</u>	<u>2,120,600</u>	<u>2,326,100</u>
<u>MISCELLANEOUS</u>					
Interest:					
Investments	1,106,473	1,100,000	456,709	868,800	775,000
Advance to other funds	558,526	533,700	-	533,700	449,100
Notes receivable	244	100	70	100	0
Special assessments	43,066	20,000	25,481	25,000	10,000
Rental	89,754	73,000	79,075	88,000	74,000
Other	440,476	8,000	25,672	25,900	8,000
Total miscellaneous	<u>2,238,540</u>	<u>1,734,800</u>	<u>587,006</u>	<u>1,541,500</u>	<u>1,316,100</u>
Total revenues	<u>37,925,124</u>	<u>38,940,000</u>	<u>16,376,375</u>	<u>39,888,700</u>	<u>40,952,000</u>
<u>OTHER FINANCING SOURCES</u>					
Transfer from other funds	161,564	939,700	30,050	914,700	381,400
Sale of capital assets	206,972	10,000	3,917	25,000	10,000
Total other financing sources	<u>368,536</u>	<u>949,700</u>	<u>33,967</u>	<u>939,700</u>	<u>391,400</u>
Total revenues and other financing sources	<u><u>38,293,660</u></u>	<u><u>39,889,700</u></u>	<u><u>16,410,342</u></u>	<u><u>40,828,400</u></u>	<u><u>41,343,400</u></u>

TAXES

Property Taxes are the most important component of City revenue sources. All required funding that cannot be generated from other revenues must be derived from a property tax levy. The tax rate is expressed in terms of “mills,” with one mill equivalent to one dollar of tax for every one thousand dollars of assessed value. The City of Eau Claire’s assessment ratio is about 98% of the equalized (market) value for 2003.

The 2003 property tax rate for city purposes is 6.429 mills, compared to the 2002 rate of 6.07 mills. The tax levy will increase by \$1,403,200 or 8% to \$18,915,000.

Special Assessments are collected from properties benefiting from City capital improvements. General fund special assessments are levied for street improvements, sidewalk, curb and gutter, seeding and sodding, and street lighting. Most assessments can be paid over a period of ten years at an annual interest rate of 6%. Special assessments are also levied for tree removal, weed cutting, and snow removal. These assessments are due annually and become a lien against the property. Since 1995, all new special assessments for street construction are recorded in the Debt Service fund to pay street-related debt service. Current special assessments are projected to decrease in 2003 by 32%, from \$250,000 to \$170,500, as the outstanding pre-1995 assessments decline.

Payments in Lieu of Taxes are collected from the Water Utility, the Housing Authority, and certain private tax-exempt housing projects as reimbursement for Police, Fire, and Public Works services. This payment is computed annually and based is on the value of the property, multiplied by the current mill rate. This revenue is projected at \$1,170,000.

Other Taxes include delinquent personal property tax and mobile home fees. Other taxes comprise about .6% of the total taxes collected.

INTERGOVERNMENTAL REVENUE

State Shared Revenue makes up 62.8% of intergovernmental revenue, and 20.6% of total General fund revenue. Each biennium, the State Legislature appropriates a portion of State Tax collections and returns it to the municipalities. This appropriation is based on a formula that takes into effect the community’s tax effort, the equalized value of the property in the community and the population. Between 1996 & 2001, State Shared Revenue decreased by 5% per year. The level of funding for 2003 will increase 1% over 2002 but will likely decrease by about 5% in future years.

State Aid for Streets includes transportation aids which are a distribution of fuel taxes from the state based on local transportation-related expenditures. This payment is impacted by level of street maintenance and construction relative to the effort of other cities. The City’s allocation is expected to increase by 3.32% to \$2.8 million.

INTERGOVERNMENTAL REVENUE (Continued)

State Aid for Police and Fire includes a share of state tax levied against insurers providing coverage against fire loss, police training grants, and a reimbursement for police and fire services provided to state facilities, such as UW-Eau Claire and other state buildings. The Fire Insurance Tax revenue estimate for 2003 is \$95,000 and the estimate of the Payment for Municipal Services is \$858,000.

Computer Tax Reimbursement offsets the effect of the State's exemption of computers and other technology equipment from the personal property tax rolls. The 2003 payment is projected at \$200,000.

Other Intergovernmental Revenues consist primarily of State Aid for the Expenditure Restraint Program that was implemented in 1991 to encourage Wisconsin municipalities to keep their current budget increases in line with growth in property values and new construction. The amount received varies according to the number of municipalities qualifying for the aid. The 2003 estimated payment is \$853,100. This category also includes state aid for utility taxes and underground tank inspections.

LICENSES AND PERMITS

Television Franchise fee is based on a 15-year franchise agreement with Charter Communications dated June 27, 2000. The fee compensates the City for the use of City streets, alleys, and other public rights of way for the operation of a cable television system. The franchise fee is based on 5% of gross cable company revenues. The fee is due within 45 days following the end of each calendar quarter. The 2003 franchise payment is estimated at \$423,400.

Public-Education-Government (PEG) is a fee paid by cable subscribers to provide local programming for Public, Education and Government issues. The cable company collects \$.75 per month per subscriber and transmits the revenue to the City. The City, in turn, appropriates these funds to the Public Access Center. PEG revenue is estimated at \$159,000 in 2003.

Other Revenues in this classification include construction and building permits, cigarette, food, beverage, and occupational licenses. In the budget process, increases will be considered for all licenses, fees and permits not otherwise limited by statute. The budget anticipates that the fees and licenses will increase by \$100,000 in 2003.

FINES AND FORFEITS

Court Penalties and Costs represent the City's portion of the fines collected by the County Court system, including traffic and other City ordinance violations. These costs are expected to increase 9% from \$275,000 to \$300,000.

Parking Violation revenue is determined by the number of parking spaces available, enforcement effort, and follow-up collection of each ticket issued. The project increase of 52.5% is due to increased enforcement levels and the implementation of a new parking ticket management system.

CHARGES FOR SERVICES

Ambulance Service charges, which are 69% of the revenue in this category, result from emergency medical service provided by the Fire Department are estimated to be \$780,000 in 2003, reflecting a change in recognizing the ambulance revenues. Prior to 2003 the ambulance fees were stated net of the billing costs. For the 2003 budget, the gross fees are included in revenue and the billing costs are recorded in the Fire Department's ambulance and rescue program.

Police Fees include charges for excessive false alarms and the cost of copies. The revenue varies from year to year.

Other Fees include application fees for site plan approvals, police and fire department fees, lot sweeping for other entities, repairs to sidewalks, and parks reimbursements. Charges for Parks and Recreation programs and activity fees account for most of the other revenue.

CHARGES FOR SERVICES-INTRAGOVERNMENTAL

Utility Service Charges are revenues paid to the General Fund by enterprise funds for general management, financial, engineering, and legal services. These fees total \$1,123,700 in 2003 and will increase based on annual wages increases.

Communication Center Reimbursements constitute 43% of the Charges for Services-Intergovernmental category. The Emergency Communication Center expenses are shared jointly with Eau Claire County and other municipalities which reimburse approximately 70% of the Center's costs through a long-term contract. The 2003 reimbursement is estimated at \$1,016,900.

Liaison Officer reimbursement from the Eau Claire Area School District is expected to increase from \$94,500 to \$144,100, reflecting the School District's agreement to share 50% of the cost of the fourth officer.

MISCELLANEOUS

Interest on Investments has been projected at \$775,000. This number is based on General Fund's share of the City's invested portfolio using a blended estimate rate in the range of 1.5% to 2%.

Interest on Advances to Other Funds results from loans by the General Fund to Water and Sewer Utilities and other funds, which have been made in lieu of borrowing for capital projects. Interest rates have been set at prevailing municipal rates.

Interest on Special Assessments is 6% of the unpaid balance. Since 1995 new special assessments and interest are recorded in the debt service fund. Special assessments issued prior to 1995 should be paid in full by 2004.

OTHER FINANCING SOURCES

Other Financing Sources includes proceeds from the sale of land and other property, Dells Dam rental, and transfers from the Community Enhancement fund for special community promotions and the Paul Bunyan Camp guides.

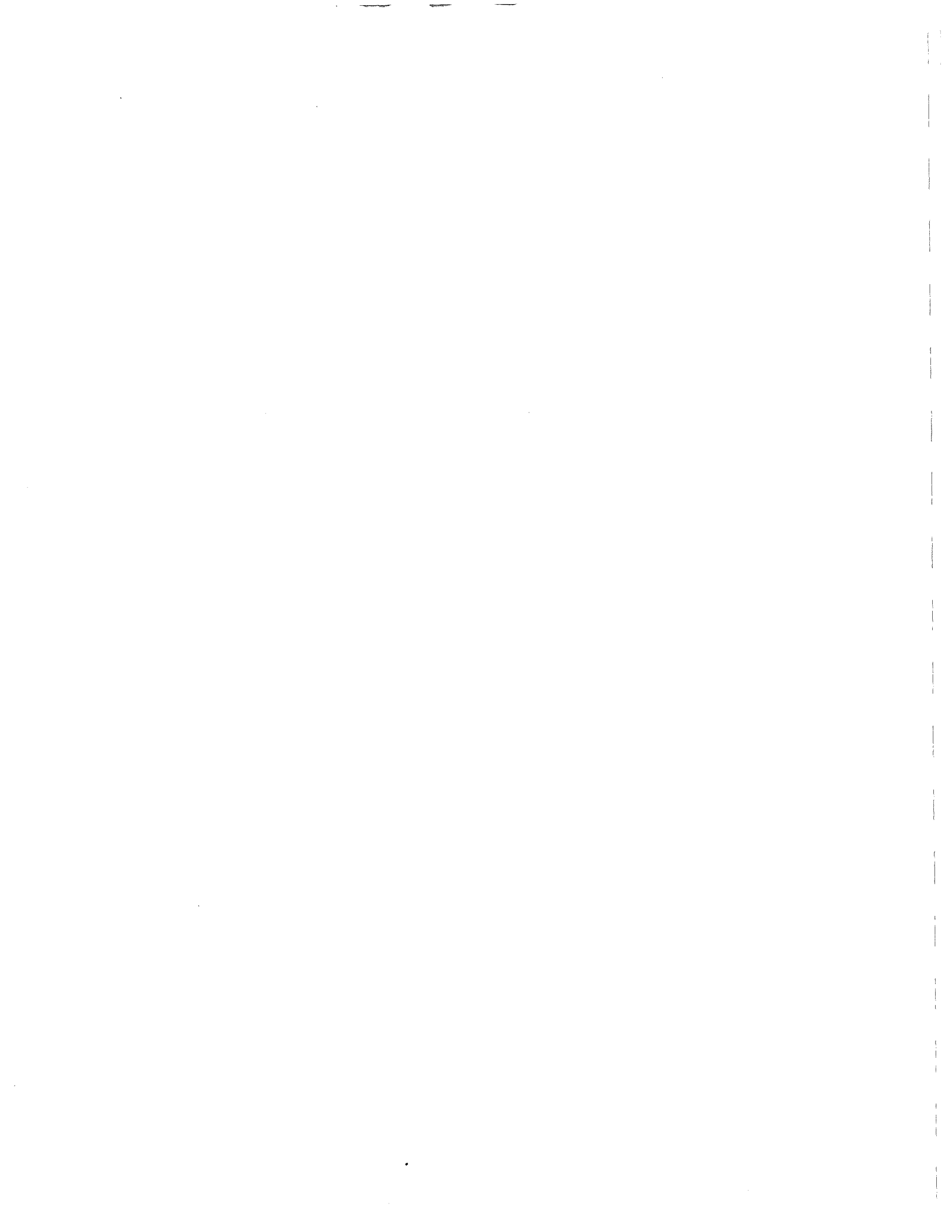
EXPENDITURES

The City Council has historically appropriated operating expenditures by department which is in accordance with Section 65.90 of the Wisconsin State Statues. The purpose of this section is to convert the General fund expenditure budget to department responsibility areas for approval by the City Council.

	<u>2001</u> <u>Actual</u>	<u>2002</u> <u>Adopted</u>	<u>2002</u> <u>6 Month</u> <u>Actual</u>	<u>2002</u> <u>Projection</u>	<u>2003</u> <u>Budget</u>
CITY COUNCIL	\$ 135,273	\$ 127,400	\$ 60,454	\$ 127,400	\$ 127,400
ADMINISTRATIVE SERVICES					
Administrative Services	360,875	384,300	164,894	384,300	402,400
Information Services	540,659	592,600	288,033	592,600	653,000
Total Administrative Ser.	901,534	976,900	452,927	976,900	1,055,400
CITY ATTORNEY	331,511	351,000	193,109	442,700	372,800
FINANCE					
Administration	254,652	250,900	119,645	250,900	256,800
Accounting Services	526,408	549,000	253,558	549,000	596,200
Assessing	450,490	481,300	232,830	494,800	510,800
Customer Services	674,560	817,700	325,835	827,700	720,800
Total Finance	1,906,111	2,098,900	931,867	2,122,400	2,084,600
HUMAN RESOURCES					
Personnel Administration	439,715	477,300	164,501	477,300	486,200
Purchasing	212,668	229,100	79,628	229,100	232,200
Total Human Resources	652,383	706,400	244,129	706,400	718,400
COMMUNITY DEVELOPMENT					
Planning	448,709	491,800	221,044	491,800	518,100
Inspections	583,271	614,500	261,564	614,500	627,500
Total Community Dev.	1,031,979	1,106,300	482,608	1,106,300	1,145,600

EXPENDITURES

	2001 <u>Actual</u>	2002 <u>Adopted</u>	2002 6 Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
PUBLIC WORKS					
Administration	296,369	301,000	142,637	301,000	311,500
Engineering	1,294,125	1,457,500	640,221	1,756,800	1,502,400
Operations	5,302,320	5,686,200	2,589,105	5,743,200	5,885,700
Total Public Works	6,892,815	7,444,700	3,371,963	7,801,000	7,699,600
PARKS					
Administration	282,265	315,000	146,539	315,000	313,300
Park Maintenance	2,179,222	2,251,000	1,035,252	2,259,000	2,344,500
Recreation	798,455	843,000	313,687	843,300	877,800
Forestry	412,610	409,900	191,310	409,900	427,600
Total Parks & Recreation	3,672,553	3,818,900	1,686,788	3,827,200	3,963,200
POLICE					
Administration	466,545	515,900	253,026	515,900	553,900
Administrative Services	1,335,769	1,224,500	607,859	1,486,600	1,322,900
Patrol Division	5,671,006	6,070,800	2,750,778	6,132,500	6,453,300
Detective Division	1,638,465	1,556,800	815,743	1,584,200	1,693,600
Communication Center	1,112,178	1,183,500	497,968	1,183,500	1,292,200
Total Police	10,223,962	10,551,500	4,925,373	10,902,700	11,315,900
FIRE					
Administration	426,595	520,600	198,701	520,600	540,600
Operations	6,522,907	6,781,700	3,057,289	6,789,500	7,172,400
Inspection	296,202	314,500	138,910	314,500	303,400
Total Fire	7,245,703	7,616,800	3,394,900	7,624,600	8,016,400
NON-DEPARTMENTAL	6,544,262	7,613,800	405,541	7,660,100	6,523,700
TOTAL GENERAL FUND \$	<u>39,538,086</u>	<u>\$ 42,412,600</u>	<u>\$ 16,149,660</u>	<u>\$ 43,297,700</u>	<u>\$ 43,023,000</u>



CITY COUNCIL

As the legislative body of the City, the Council has the responsibility for determining community needs, establishing priorities, specifying immediate and long-range policies, services and programs, and adopting the annual budget for the City. The Council is comprised of eleven members: five members elected by aldermanic district and five members and a Council President elected at large. The president and district members are elected in odd-numbered years, and the members at large are elected in even-numbered years. The City Council holds its legislative meetings in the Council Chambers located on the first floor of City Hall on the second and fourth Tuesdays of each month at 4 p.m. The public hearings are held on the Monday night before each legislative meeting. Additional information regarding city operations can be found on our web site at www.ci.eau-claire.wi.us.



Seated left to right: Council Member District #3 Beverly Boettcher, Council Member at Large Terri Stanley, Council Member at Large Raymond Hughes

Standing: Council Member at Large Terry Sheridan, Council Member District #2 Toby Biegel, Council Member at Large Saidang Xiong, Council Member at Large Jane Tappen, Council Member District #1 David Adler, Council President Howard White, Council Vice-President/District #4 Lynne Young, Council Member District #5 Berlye Middleton

<h2>Overview of Revenues and Expenditures</h2>
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	2001 <u>Actual</u>	2002 Adopted <u>Budget</u>	2003 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Gen. Purpose (tax) Rev.	\$ 135,273	\$ 127,400	\$ 127,400	0%
Total Revenues	<u>\$ 135,273</u>	<u>\$ 127,400</u>	<u>\$ 127,400</u>	
Expenditures				
Personal Services	\$ 46,610	\$ 42,800	\$ 42,800	0%
Contractual Services	87,387	82,300	82,300	0%
Utilities	184	200	200	0%
Fixed Charges	400	400	400	0%
Materials & Supplies	692	1,700	1,700	0%
Total Expenditures	<u>\$ 135,273</u>	<u>\$ 127,400</u>	<u>\$ 127,400</u>	0%

<h2>Staffing</h2>

City Council

	2000	2002	2003
City Council President	1.00	1.00	1.00
City Council Members	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
Total FTE Positions	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>

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

Priorities

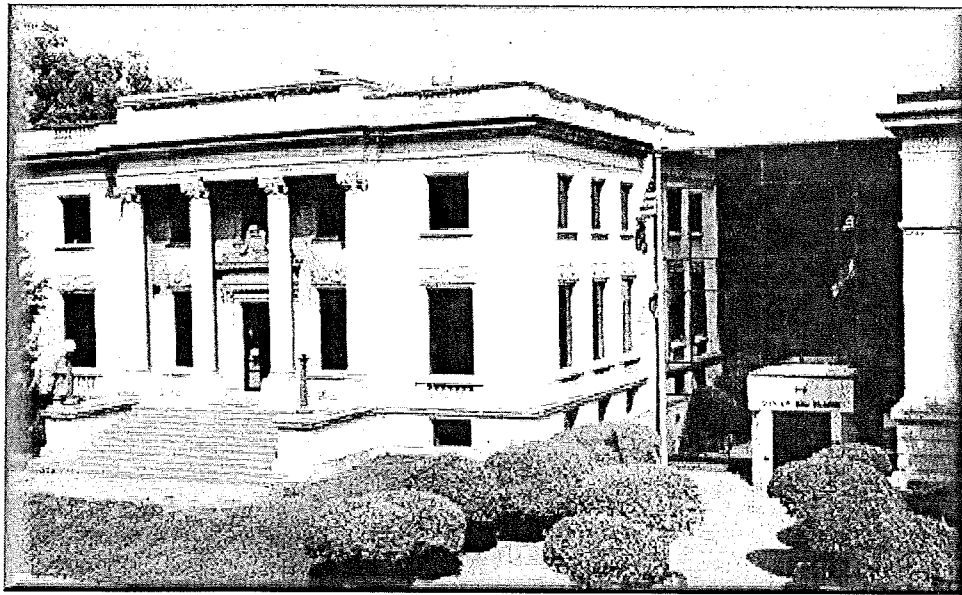
- ◆ Public Safety – provide a safe and secure environment for the community through the provision of protective emergency services.
- ◆ Finance – Provide financial integrity and efficient, effective management of fiscal resources.
- ◆ Social and Cultural Services – Provide cultural and recreational activities for the benefit and enjoyment of all residents.
- ◆ Infrastructure Development – Provide a pleasant and safe physical environment with functional and attractive buildings, good streets and sidewalks, inviting parks, and adequate public transportation.
- ◆ Civic Participation – Ensure that citizens are kept informed of issues facing the City and are encouraged to participate in the affairs of their government.
- ◆ Economic Development – Encourage the development of new businesses and support the retention of existing business and industry within the community.

ADMINISTRATIVE SERVICES

Administrative Services is responsible for the overall management and technical support of City operations and programs.

The City of Eau Claire Administrative Services includes:

- ◆ City Manager
- ◆ City Clerk
- ◆ Information Services



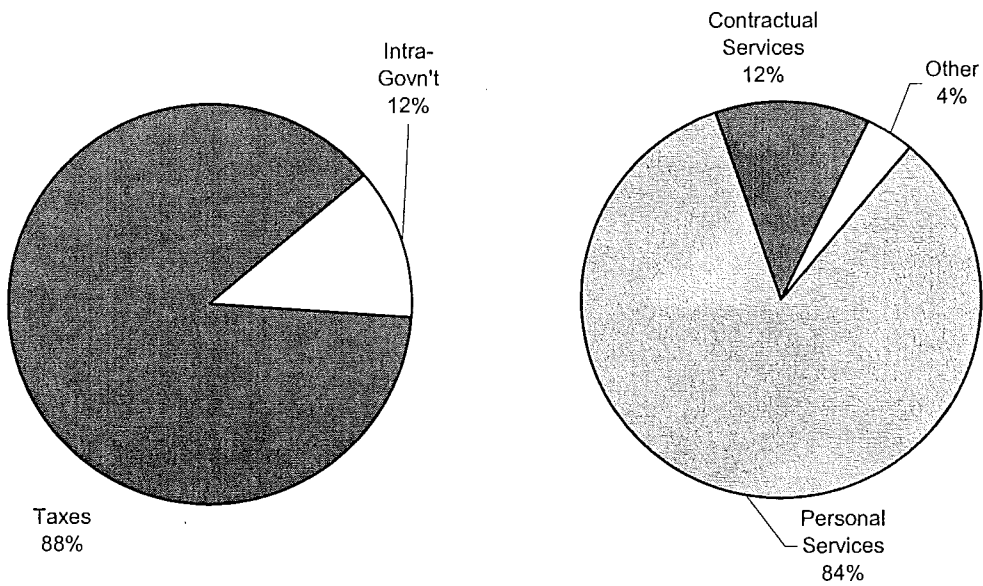
City Hall is located at 203 South Farwell Street

Programs & Services

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 the mainframe, desktop and network computer operations.

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 Adopted <u>Budget</u>	2003 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Intragovernmental Service	\$ 119,626	\$ 120,092	\$ 129,348	8%
Gen. Purpose (tax) Rev.	781,907	856,808	926,052	8%
Total Revenues	\$ 901,534	\$ 976,900	\$ 1,055,400	
Expenditures				
Personal Services	\$ 791,187	\$ 836,200	\$ 882,800	6%
Contractual Services	76,320	101,800	130,700	28%
Utilities	6,112	6,200	6,200	0%
Fixed Charges	3,300	3,300	3,300	0%
Materials & Supplies	24,614	29,400	32,400	10%
Capital Outlay	-	-	-	
Total Expenditures	\$ 901,534	\$ 976,900	\$ 1,055,400	8%



Budget Overview

EXPENDITURES**CONTRACTUAL SERVICES**

This category covers such expenses as postage, printing the *Community News* newsletter, computer service charges and training. Included in Information Services is the continuation of a \$25,000 training budget to provide training for IS personnel on Oracle, Novell, GroupWise, Cisco and Visual Basic programming, as well as additional training in the area of e-commerce and disaster recovery.

The IS budget for 2003 also includes a reclassification of internet fees and computer line charges from the Capital Improvement Plan (CIP). The General Fund transfer to the CIP was reduced by the same amount.

MATERIALS & SUPPLIES / EQUIPMENT AND CAPITAL PURCHASES

Equipment for Information Services includes a fiber optic test set, a fluke net tool connectivity tester and racks and shelves for the computer room

Expenditures by Division

City Manager/City Clerk

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 320,699	\$ 336,000	\$ 148,127	\$ 336,000	\$ 354,100
Contractual Services	24,384	29,800	10,172	29,800	29,800
Utilities	1,909	2,000	425	2,000	2,000
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	<u>12,482</u>	<u>15,100</u>	<u>5,469</u>	<u>15,100</u>	<u>15,100</u>
Total Expenditures	<u>\$ 360,875</u>	<u>\$ 384,300</u>	<u>\$ 164,894</u>	<u>\$ 384,300</u>	<u>\$ 402,400</u>

Information Services

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 470,488	\$ 500,200	\$ 244,683	\$ 500,200	\$ 528,700
Contractual Services	51,936	72,000	33,201	69,000	100,900
Utilities	4,203	4,200	1,635	4,200	4,200
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	<u>12,132</u>	<u>14,300</u>	<u>7,565</u>	<u>17,300</u>	<u>17,300</u>
Total Expenditures	<u>\$ 540,659</u>	<u>\$ 592,600</u>	<u>\$ 288,033</u>	<u>\$ 592,600</u>	<u>\$ 653,000</u>

Staffing

City Manager/City Clerk

	2001	2002	2003
City Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
City Clerk/Record Services Coordinator	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

Information Services

	2001	2002	2003
Information Services Manager	1.00	1.00	1.00
Information Services Technician 3	5.00	5.00	5.00
Information Services Technician 2	1.00	1.00	1.00
PC Coordinator	1.00	1.00	1.00
	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>

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

City Manager/City Clerk Operation Highlights

Administrative Services includes the services of the City Manager and City Clerk. The City Manager implements the policies of the City Council and provides professional general management of the City operations to assure optimum use of all resources. The City Clerk records the proceedings of public meetings and maintains the official City records. This office also carries out several functions that are required by state statutes.

Activities

City Manager's Office

- ◆ General administration & management of all City operations
- ◆ Respond to citizen inquiries and provide public information about City services
- ◆ Administrative support for City Council
- ◆ Provide information and orientation for City Council candidates
- ◆ Coordinate and schedule City Council meeting and travel arrangements
- ◆ Work with City Clerk in preparing and distributing City Council agenda and meeting materials
- ◆ Record notes and minutes for City Council and staff meetings
- ◆ Maintain data base and permanent records on City Boards, Commissions and Committees
- ◆ Prepare and distribute notices of all public meetings in compliance with the State of Wisconsin Open Meetings Law
- ◆ Prepare and distribute news releases and news media notifications
- ◆ Prepare *Community News* citizen newsletter and employee newsletter
- ◆ Provide historical and City government information programs and tours for schools



"When we saw the city manager we asked him if we could get a picture with him. It felt neat to be in his office!"

*Third Grade Student Tour
Robbins Elementary School*

City Clerk's Office

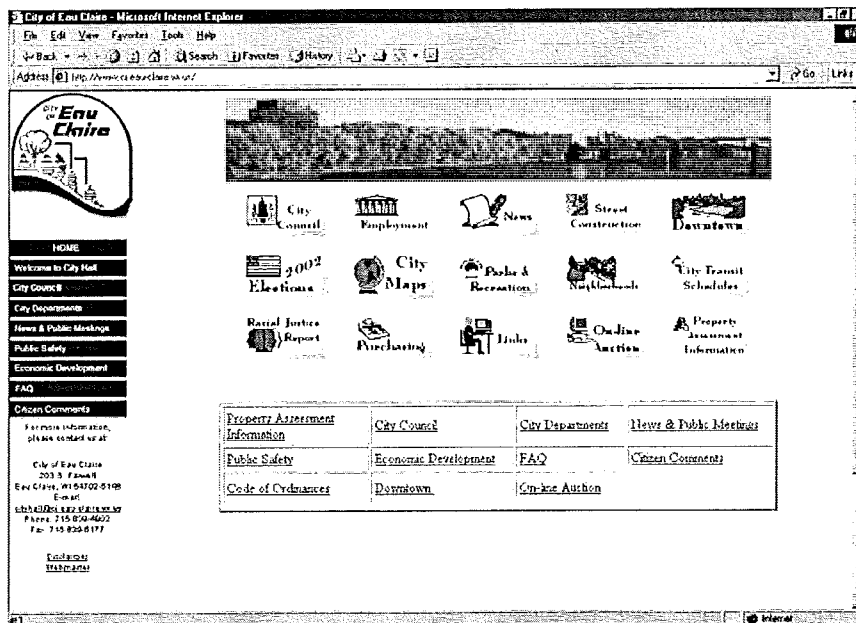
- ◆ Prepare and maintain official minutes for all City Council meetings
- ◆ Supervise municipal elections
- ◆ Maintain repository for all official City records
- ◆ Compile City Council agenda
- ◆ Post and publish all official minutes, agendas, and notices of City Council meetings in accordance with State Statutes
- ◆ Coordinate publication and distribution of City Council agendas and ordinances
- ◆ Respond to public inquiries
- ◆ Provide voting and election presentations to approximately 500 third grade students annually

Information Services Operation Highlights

Information Services (IS) is a division of Administrative Services 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.

Activities

- ◆ Provide Web page administration for the City of Eau Claire Internet Web site and Intranet Web site
- ◆ Provide Personal Computer (PC) 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 electronic evidence seizure assistance and digital forensics analysis of electronic storage devices
- ◆ Provide assistance to departments in all areas of technology. Examples include Intranet/Internet E-mail and file/application storage. IS upgrades all PC software/hardware and printers
- ◆ Configure, test, 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, and street and utility maintenance
- ◆ Continue support of mainframe systems

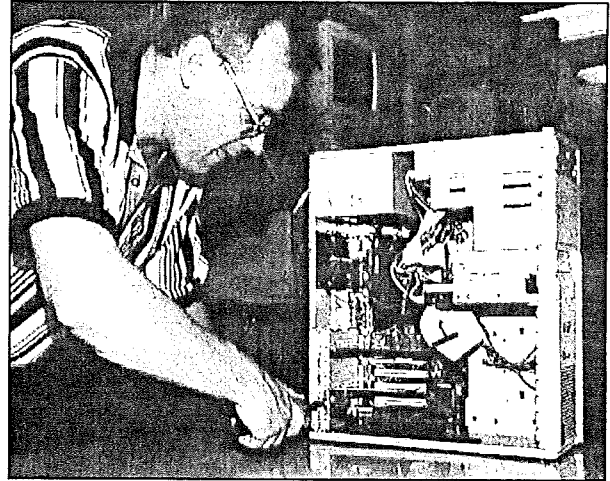


City Web Site

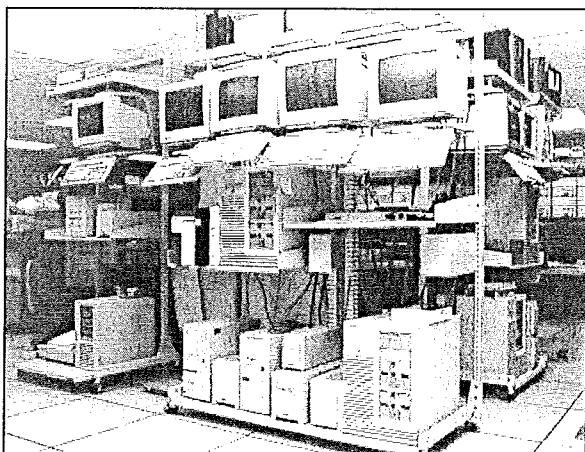
Areas of Employee Assignment

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

- ◆ Web page design and updates.
- ◆ 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, databases, and specialized software.
- ◆ Desktop hardware configuration and installation.
- ◆ Technology project improvement management, systems research for RFP's.
- ◆ COBOL program maintenance. COBOL is the computer programming language that the property tax and special assessment systems are written in.
- ◆ Support over 300 users.
- ◆ Over 300 City employees have Internet access.
- ◆ 285 internal/Internet e-mail users.
- ◆ 7 miles of network cable to connect PC's to the network inside City buildings.



PC Coordinator in Action



- ◆ Buildings are connected over a distance of 5 miles with T-1 and wireless network connections.
- ◆ HP 3000 mainframe disk usage: 6,626,886,800 bytes.
- ◆ HP 3000 mainframe CPU (Central Processing Unit) usage: 1,157,269 CPU seconds per year.

Equipment

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

- ◆ 21 Servers
- ◆ 1 Hewlett Packard 3000 Mainframe Computer
- ◆ 300 Personal Computers
- ◆ 15 Routers
- ◆ 29 Switches (connects file servers, personal computers, and printers together on the network)
- ◆ 47 Print Servers
- ◆ 50 Uninterrupted Power Supplies

GOALS

- ◆ Improve the Wide Area Network bandwidth. In the past year ISDN connections to the City remote sites were replaced and the Water Plant and Fire Stations were added to the City WAN with T-1's or wireless. The City will need to build or lease a fiber network to meet future network needs.
- ◆ Improve and expand the WEB based services that allow the City Staff and citizens to communicate.
- ◆ Develop and implement a preventative maintenance program for computer hardware to decrease PC hardware down time.
- ◆ Continuously 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.
- ◆ Continue to use standardized desktop software to improve written and electronic communication within the city and between the city and outside agencies.

CITY ATTORNEY

The City Attorney's office acts as legal counsel and advisor to the City Council, the City Manager, City staff, and City Boards and Commissions. The Attorney's office also prosecutes municipal ordinance violations.



*City Attorney
Stephen Nick*

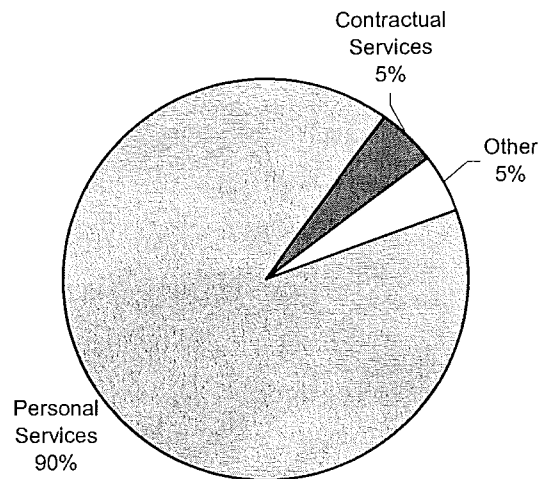
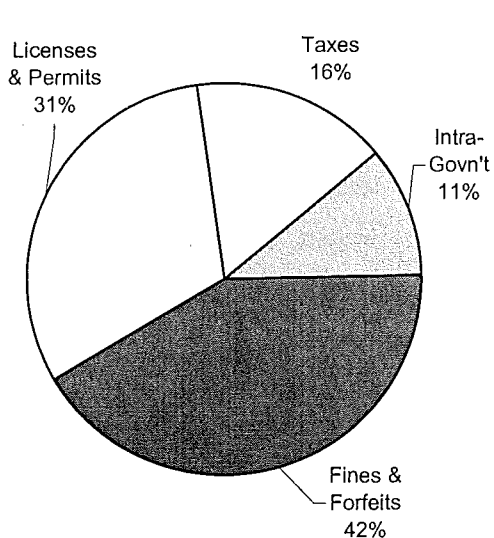
Programs & Services

The principal activities of the City Attorney's office include:

- ◆ Providing legal advice and opinions to the City Manager and staff, City Council and the public.
- ◆ Representing the City in litigation on matters ranging from annexation to zoning board of appeals, with property tax exemption and public nuisance actions and many other matters in between.
- ◆ Drafting legal documents.
- ◆ Drafting legislation for the City Council and other City entities.
- ◆ Assisting other departments on development projects and the creation of TIF districts.
- ◆ Prosecuting over 2,000 municipal ordinance violations per year.
- ◆ Cooperating with ECASD, ECPD, and County to operate a successful Truancy Court.
- ◆ Pursuing unpaid personal property taxes, forfeitures, and other collection matters.
- ◆ Reviewing personnel, labor grievance and worker's compensation matters.
- ◆ Updating city staff on changes in the law through the bi-annual "Legal-Telegram".
- ◆ Assisting Community Development and Health Departments with code enforcement.
- ◆ Maintaining and bringing up to date the city code of ordinances.
- ◆ Responding to over 5,000 citizen contacts annually.
- ◆ Serving as counsel to the library, health, and housing boards, housing authority, DECI, redevelopment authority, and the City's other boards and commissions.

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 Adopted <u>Budget</u>	2003 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 103,140	\$ 107,180	\$ 117,000	9%
Fines & Forfeits	142,204	121,750	155,250	28%
Intragovernmental Service	37,488	37,666	40,549	8%
Gen. Purpose (tax) Rev.	<u>48,679</u>	<u>84,404</u>	<u>60,001</u>	-29%
Total Revenues	<u>\$ 331,511</u>	<u>\$ 351,000</u>	<u>\$ 372,800</u>	6%
Expenditures				
Personal Services	\$ 287,847	\$ 315,500	\$ 337,300	7%
Contractual Services	18,600	17,900	17,900	0%
Utilities	1,541	1,100	1,100	0%
Fixed Charges	1,400	1,400	1,400	0%
Materials & Supplies	22,123	15,100	15,100	0%
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	
Total Expenditures	<u>\$ 331,511</u>	<u>\$ 351,000</u>	<u>\$ 372,800</u>	6%



Expenditures by Division

City Attorney

	<u>2001</u> <u>Actual</u>	<u>2002</u> <u>Budget</u>	<u>2002</u> <u>6 Month</u> <u>Actual</u>	<u>2002</u> <u>Projection</u>	<u>2003</u> <u>Budget</u>
Personal Services	\$ 287,847	\$ 315,500	\$ 151,886	\$ 315,500	\$ 337,300
Contractual Services	18,600	17,900	34,972	109,600	17,900
Utilities	1,541	1,100	240	1,100	1,100
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	<u>22,123</u>	<u>15,100</u>	<u>5,311</u>	<u>15,100</u>	<u>15,100</u>
Total Expenditures	\$ <u>331,511</u>	\$ <u>351,000</u>	\$ <u>193,109</u>	\$ <u>442,700</u>	\$ <u>372,800</u>

Staffing

City Attorney

	2001	2002	2003
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
	4.00	4.00	4.00
Total FTE Positions	4.00	4.00	4.00

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

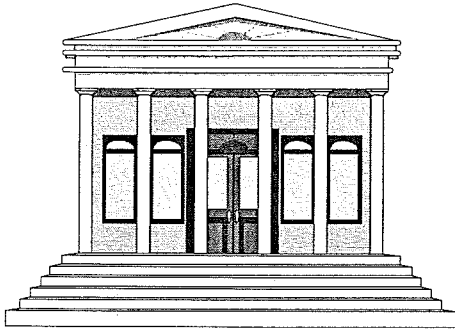
Assistant City Attorney Jeff Hansen



*Assistant City Attorney Lucie Usher
conducting a pretrial*

FINANCE DEPARTMENT

The Finance Department is responsible for administering and implementing the budgetary and financial policies of the City. The Department includes Administration, 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, collecting all payments to the City, and administering elections.



The City of Eau Claire Finance Department consists of 4 divisions:

- ◆ Administration
- ◆ Accounting Services
- ◆ Customer Services
- ◆ Assessing

Programs & Services

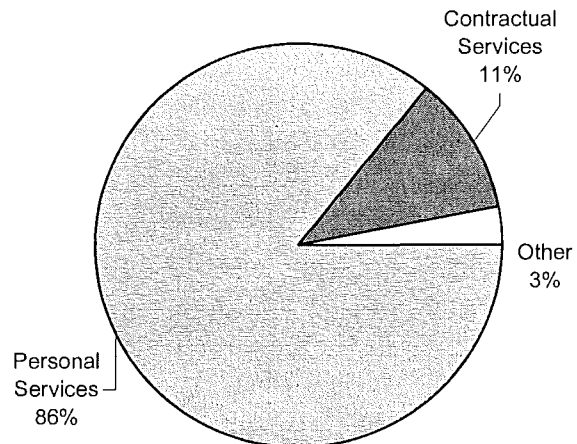
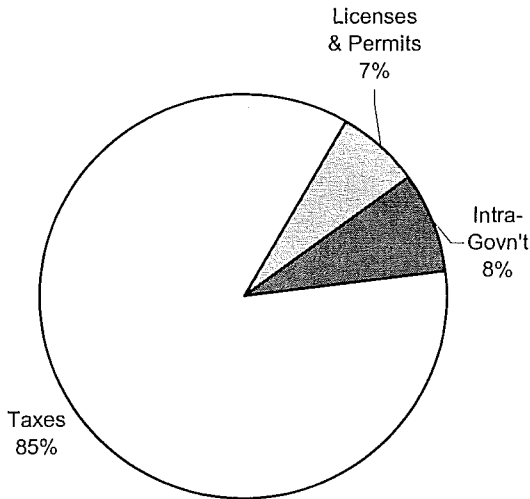
- ◆ Annual operating budget
- ◆ Capital Improvement Plan
- ◆ Annual audit
- ◆ Financial reporting
- ◆ Administer grants & contracts
- ◆ Administer debt service
- ◆ Accounts receivable
- ◆ Accounts payable
- ◆ Payroll
- ◆ Maintain real and personal property records
- ◆ Perform property assessments
- ◆ Reconcile tax collections
- ◆ Investments
- ◆ Issuance of bonds
- ◆ Issue licenses
- ◆ Issue & collect utility bills
- ◆ Maintain utility billing records
- ◆ Land acquisitions
- ◆ Treasury services
- ◆ Elections



Rebecca K. Noland
Finance Director

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 Adopted <u>Budget</u>	2003 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 105,568	\$ 109,540	\$ 138,900	27%
Intragovernmental Service	161,506	159,248	170,565	7%
Gen. Purpose (tax) Rev.	<u>1,639,037</u>	<u>1,830,112</u>	<u>1,775,135</u>	-3%
Total Revenues	<u>\$ 1,906,111</u>	<u>\$ 2,098,900</u>	<u>\$ 2,084,600</u>	-1%
Expenditures				
Personal Services	\$ 1,653,998	\$ 1,797,700	\$ 1,787,300	-1%
Contractual Services	165,835	236,100	232,700	-1%
Utilities	8,639	8,700	8,700	0%
Fixed Charges	13,400	13,400	13,400	0%
Materials & Supplies	48,666	43,000	42,500	-1%
Capital Outlay	<u>15,572</u>	<u>-</u>	<u>-</u>	
Total Expenditures	<u>\$ 1,906,111</u>	<u>\$ 2,098,900</u>	<u>\$ 2,084,600</u>	-1%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

Three factors lead to the 1% reduction in wages and benefits. The Finance Department has reorganized the Accounting and Customer Services Divisions, combining the managerial functions of the Accounting Manager and the Customer Services Manager to a revised position called the Financial Services Manager. An Account Clerk II position has been substituted for the vacant managerial position. The reorganization reduces payroll costs by \$15,400.

The second factor is a cost reduction of \$66,700 because the number of scheduled elections will be reduced from 4 in 2002 to 2 in 2003.

The third factor is an outsourcing of the management of parking ticket billings and collections. The decreased staff time is anticipated to save the City \$21,400.

CONTRACTUAL SERVICES & MATERIALS AND SUPPLIES

In 2003, the parking ticket billing and collection functions will be outsourced, saving the Finance Department \$3,400 in postage, office supplies and computer programming expenses.

Expenditures by Division

Administration

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	242,890	\$	235,300	\$	111,949	\$	235,300	\$	241,200
Contractual Services		4,151		7,500		3,690		7,200		7,500
Utilities		1,078		1,000		336		1,000		1,000
Fixed Charges		1,000		1,000		500		1,000		1,000
Materials & Supplies		5,534		6,100		3,170		6,400		6,100
Total Expenditures	\$	<u>254,652</u>	\$	<u>250,900</u>	\$	<u>119,645</u>	\$	<u>250,900</u>	\$	<u>256,800</u>

Accounting Services

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	450,968	\$	466,400	\$	203,947	\$	466,400	\$	513,600
Contractual Services		57,516		66,200		45,073		66,200		66,200
Utilities		2,840		2,400		692		2,400		2,400
Fixed Charges		1,800		1,800		900		1,800		1,800
Materials & Supplies		13,284		12,200		2,945		12,200		12,200
Total Expenditures	\$	<u>526,408</u>	\$	<u>549,000</u>	\$	<u>253,558</u>	\$	<u>549,000</u>	\$	<u>596,200</u>

Assessing

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	419,626	\$	446,300	\$	206,773	\$	446,300	\$	475,800
Contractual Services		12,294		19,100		3,876		19,100		19,100
Utilities		1,905		1,800		545		1,800		1,800
Fixed Charges		7,800		7,800		3,900		7,800		7,800
Materials & Supplies		8,865		6,300		5,093		6,300		6,300
Capital Outlay		-		-		12,643		13,500		-
Total Expenditures	\$	<u>450,490</u>	\$	<u>481,300</u>	\$	<u>232,830</u>	\$	<u>494,800</u>	\$	<u>510,800</u>

Expenditures by Division

Customer Services

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 540,514	\$ 649,700	\$ 236,591	\$ 649,700	\$ 556,700
Contractual Services	91,874	143,300	82,369	140,400	139,900
Utilities	2,816	3,500	600	3,500	3,500
Fixed Charges	2,800	2,800	1,400	2,800	2,800
Materials & Supplies	20,983	18,400	4,875	21,300	17,900
Capital Outlay	15,572	-	-	10,000	-
Total Expenditures	\$ <u>674,560</u>	\$ <u>817,700</u>	\$ <u>325,835</u>	\$ <u>827,700</u>	\$ <u>720,800</u>

Staffing

Finance Administration

	2001	2002	2003
Director of Finance	1.00	1.00	1.00
Projects and Acquisitions Coordinator	1.00	1.00	1.00
Account Clerk II/Finance Secretary	1.00	1.00	1.00
	1.00	1.00	1.00
Total FTE Positions	3.00	3.00	3.00

Accounting Services

	2001	2002	2003
Manager of Accounting Services	1.00	1.00	-
Accounting Supervisor	-	-	1.00
Accountant Analyst	1.00	1.00	1.00
Accountant I	1.00	1.00	1.00
Account Clerk II/Payroll Specialist	1.00	1.00	1.00
Account Clerk II	-	-	1.00
Account Clerk I	5.00	5.00	4.50
	5.00	5.00	4.50
Total FTE Positions	9.00	9.00	9.50

Assessing

	2001	2002	2003
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
	1.00	1.00	1.00
Total FTE Positions	6.60	6.60	6.60

Staffing

Customer Services

	2001	2002	2003
Financial Services Manager	-	-	1.00
Customer Services Manager	1.00	1.00	-
Accounting Supervisor	1.00	1.00	-
Election Clerk	0.75	0.75	0.75
Accountant I	-	-	1.00
Account Clerk II	2.25	2.25	2.25
Account Clerk I	<u>5.75</u>	<u>5.75</u>	<u>4.75</u>
Total FTE Positions	<u>10.75</u>	<u>10.75</u>	<u>9.75</u>

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

Administration Operation Highlights

Finance Administration is a division of the Finance Department that provides the financial guidance required for the effective and efficient management of city operations. Financial planning for the City's future needs is an important component of this service. Major areas of responsibility include developing and administering the city budget and capital improvement program, managing the financial records, monitoring compliance with federal and state statutes, and providing fiscal advice and assistance to the operating departments.

Activities

Program of Services and Capital Improvement Plan

Developing a proposed budget involves detailed analysis of the revenue and expenditures for each of the City's 26 operating funds and 18 capital funds. Cash flow and fund balances are carefully monitored. Projections for tax revenue and state aids are prepared. Department requests are reviewed, compared to prior-year expenditures and evaluated in terms of service levels to the citizens. Capital projects are matched to available funding sources and coordinated with related projects.

Debt Issues

The City's bond issues are sold on a competitive basis in the national market. Prior to the sale, the City obtains bond ratings from Moody's Investor services and Standard and Poors. Analysts from the rating agencies evaluate the City's overall economic condition, demographics, job market, debt structure, management, financial statements and future outlook. Moody's has rated the City Aa2 and Standard and Poors, AA for General Obligation bonds. The Sewer System Revenue Bond rating increased from an "AA-" to "AA" in 2002. The City prepares an official statement for each sale that provides investors with statistical information regarding outstanding debt, the tax base, the largest employers, and economic outlook.

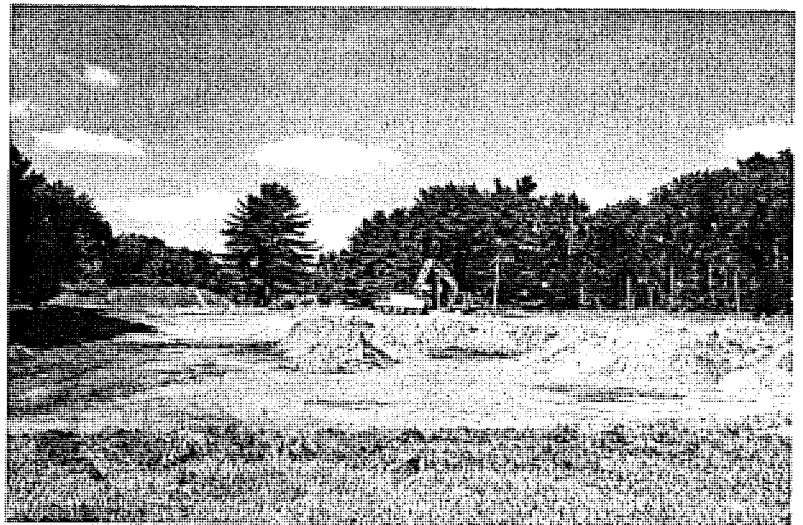
Tax Incremental Financing (TIF) Districts

TIF Districts are created through a process that involves the preparation of a project plan, a public hearing, approval by a Joint Review Board consisting of representatives from each taxing district and adoption of the Project Plan by the Plan Commission. The City has four open TIF Districts with a combined equalized incremental valuation of \$99.1 million. Annual reports are prepared for each district.

Property Acquisition

Each year the City acquires property for parks, storm drainage, and street right-of-way purposes. The acquisition process requires a determination of public need and review and approval by the Plan Commission, City Council and Waterway and Parks Commission when the acquisition involves parkland. When the acquisition involves the purchase of occupied premises, a Relocation Plan is developed and submitted to the Department of Commerce for approval. Major acquisition projects in recent years include:

- ◆ West Side of Forest Street between Madison Street and the City Shops for flood remediation. This project was funded with Federal and State grants.
- ◆ Menomonie Street and State Street projects for street right-of-way.
- ◆ Purchase of 80 acres for the Northwest Community Park.
- ◆ Purchase of additional 31 acres for the Northwest Community Park.
- ◆ Purchase of 67 acres for the Southeast Community Park.
- ◆ Purchase of the Stokes-Mundt Funeral Chapel for trail right-of-way.
- ◆ Purchase of 34 properties for flood mitigation.
- ◆ Purchase of 7.26 acres on Kohlhepp Road for stormwater detention.



Construction of detention pond at Taft and Kay area

Other activities of Finance Administration include:

- ◆ Serving as financial advisor to the City Manager and City Council
- ◆ Administering overall financial policy
- ◆ Providing financial planning for the city's future
- ◆ Reviewing and approving contracts and leases
- ◆ Coordinating industrial revenue bond issues
- ◆ Maintaining budgetary compliance and internal control systems
- ◆ Maximizing revenue sources and developing alternative financing methods
- ◆ Monitoring loan portfolio
- ◆ Maintaining escrow accounts
- ◆ Facilitating outside organization requests

Financial Services Operation Highlights

Financial Services is one of three divisions of the Finance Department. This division provides a variety of accounting and financial services for citizens, City Council and other City departments, including preparation and distribution of the annual financial audit, operating budgets, and other financial reports. Other activities include:

- Accounts Payable
- Accounts Receivable
- Budget Management
- Cash and Investments Management
- Chart of Accounts and General Ledger Maintenance
- Debt Management
- Elections
- Fixed Assets
- Grant Reporting
- Payroll Administration
- Property Tax Settlement and Reporting
- Records Management
- Travel Policy Administration
- Treasury
- Utility Billing and Accounting

Activities

Accounts Payable

All payments of invoices for the City of Eau Claire are centralized in the Accounts Payable section of the Accounting division. Approximately 200 checks are issued each week, with total payments averaging between \$1.3 and \$2 million. Prior to the issuance of any payments, a budget appropriation, award of contract and a purchase order must be completed. All payments are also reviewed for proper authorization and account numbers.



Sue Fasching & Patty Keske are responsible for Accounts Payable and Fixed Assets

Accounts Receivable

The City sends invoices for a wide range of services, including ambulance service, delinquent personal property tax, intergovernmental agreements and inter-departmental charges. City staff process approximately 2,200 invoices totaling about \$3 million each year. Billing for ambulance services is contracted to a private company, which works under the direction of the Accounts Receivable clerk. Ambulance revenue is projected at \$780,000 in 2003.

Budget Management

Each year, operating and capital budgets are prepared for the City Manager and City Council's approvals. The budget process begins in June. Budget requests are reviewed and prioritized by a budget team, then sent to the City Manager. After the City Manager completes his review, a recommended budget is sent to the City Council for public discussion and the Council approval. Once approved, the property tax rate can be determined.

Cash and Investment Management

Cash and investments are managed on a daily basis to assure that sufficient funds are on hand to meet the obligations of the City. Current cash requirements are projected by anticipating revenues from taxes, grants, investment fees and services, and payments for payroll, debt, construction and operations. Cash that is available for a week or less is deposited at a local bank under a contractual agreement that provides for a favorable interest rate. Funds that are available for more than a week are invested in the State Investment Pool or by purchasing notes and bonds of the U.S. government. Cash balances range between \$1 - \$8 million and are fully collateralized. Investment balances range from \$45-\$65 million. All funds are invested under guidelines from the City Council contained in the Investment Policy.

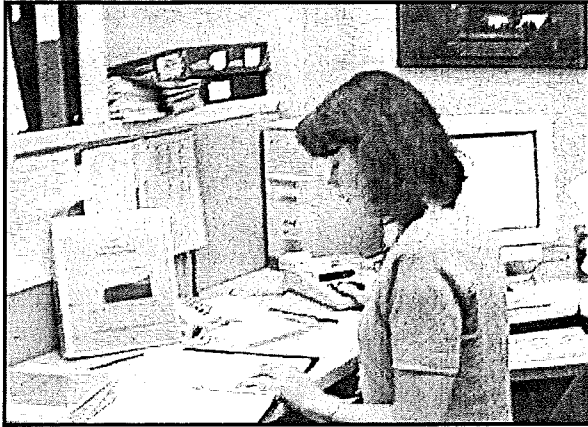
Chart of Accounts and General Ledger Maintenance

The City utilizes a standard chart of accounts for all departments. The accounts must meet state and federal reporting requirements, and are integrated into many subsidiary systems. The chart of accounts is maintained daily and a published copy is updated several times each year. The general ledger and subsidiary revenue and expense ledgers utilize nearly 6,000 accounts to track and record all financial transactions, including budgets, receipts and payments.

All transactions posted to the City's financial system are reviewed and reconciled prior to the annual audit. The audit is conducted by an independent CPA firm, in cooperation with the Accounting division. The published financial report is submitted to various state and federal agencies, and is used to determine compliance with grant programs and debt requirements.

Debt Management

Long-term debt obligations of the City include over 40 issues with an outstanding balance of \$83 million. The debt will be retired by future property tax levies accumulated in the debt service



*Cathy Marohl calculating
debt service requirement*

fund, by tax increments generated by the TID districts and by utility user fees. Debt payments, which are projected to total over \$16.2 million in 2002, are made on April 1 and October 1 each year. The Accounting division is responsible for the accuracy of the City's debt obligations, and for reporting to federal debt repositories, financial consultants, holders of City bonds and others interested in the City's debt position.

Fixed Assets

Fixed assets are defined as all property of the City that has a useful life of more than a year and a value of over \$5,000. At the end of 2001, approximately \$39 million of assets were recorded. A record is created when the asset is purchased, constructed or donated, complete with all supporting documentation. Physical inventories are taken periodically to maintain accurate records and assure proper care and utilization of the property. Asset records are maintained for the life of the asset.

On June 10, 1999 a Governmental Accounting Standards Board (GASB) released headline read, "GASB Approves Most Significant Change in History of Government Financial Reporting". GASB is a private sector organization formed in 1984 to establish financial accounting and reporting standards for state and local governments and its headline refers to its Statement No. 34. This statement was developed to make financial reports easier to understand and more useful for oversight bodies, investors and citizens. GASB 34 will significantly change annual financial reporting. Governments will now need to report all capital and infrastructure assets, such as roads, bridges, storm sewers, etc., in the government-wide financial statements. In most instances, these assets are required to be depreciated, however, an alternative is to employ an asset management system and document that assets are being preserved at or above a certain level. The City's Accounting staff is putting a significant effort towards implementing GASB 34 and its reporting requirements.

Payroll Administration

Payroll covers a wide range of responsibilities including producing checks for approximately 600 permanent and nearly 800 temporary employees on a weekly and biweekly basis. Payments to employee wages and other related costs amount to over \$30 million and account for more than two thirds of the citywide operating budget. Other duties include reporting and depositing state and federal withholding tax, deferred compensation and retirement plan contributions, union dues and many other deduction and benefit plans. A major responsibility is maintenance of a complex software system that must accommodate 13 different bargaining units and a variety of state and federal regulations in an environment that is constantly changing.

Property Tax Settlement and Reporting

The property tax process begins mid-year with the preparation of the annual budgets and ends the following August with the final distribution of taxes collected. After passage of the budget by Council in November, the tax rates are calculated for the City and eleven other taxing jurisdictions, including counties, schools and TIF districts. Special assessments and other charges are also added. The tax bills are distributed in December and collections continue through July 31 of the following year. In December, the 'Statement of Taxes' is filed with the State. Tax settlements are made to other taxing jurisdictions in January, February, April and August. In 2001, the total tax collections within the City were approximately \$73 million.

Records Management

The various processes in the Accounting division involve many paper and electronic records. Retention of the source documents and of the resulting files and reports are determined by the State Records Law. Classes of records fall generally into 3- 7- and 17-year, or for-life retention periods. Wherever possible, records are stored on microfiche or CD-ROM. Paper records are boxed by year and subject and include a disposal date.

Travel Policy Administration

Employees occasionally travel outside the city to receive training. The City's travel policy sets standards for payment of travel, seminar fees, meals and lodging. The policy also addresses the guidelines set by the Internal Revenue Service for the tax treatment of reimbursed employee expenses. Travel statements are submitted prior to and after travel and are reviewed for completeness and compliance.

Grant Reporting

The City receives a variety of federal, state and local grants, including funding for additional police and fire services, water quality management, street construction and economic development. Currently there are over 36 active grants for a total grant and local match amount of over \$12 million. Each grant has specific reporting requirements and many run more than a year. Accounting staff works with other departments to track costs and prepare periodic grant reports. They also assist in preparing an annual audit of all major grants by the City’s independent auditor.

Treasury

The Treasury office provides a central location for the collection of water, sewer, and storm



water bills, tenant rents on behalf of the Housing Division, business licenses, parking tickets and other City payments including the processing of ACH deposits. This office also develops and maintains the City’s banking records, coordinates the collection of property tax payments, and issues and administers City and Health Department licenses and permits including alcohol and beverage licenses.

Business License

STATE OF WISCONSIN NON-TRANSFERRABLE	CITY OF EAU CLAIRE LICENSE	THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE			
<i>Trade name:</i> NORTHWOODS BREW PUB & GRILL 3560 OAKWOOD MALL DR EAU CLAIRE, WI 54701	License Type	Number	Effective	Expires	Fee
	CIGARETTE	231	7/01/2000	6/30/2001	100.00
	CITY OF EC RESTAURANT	451	7/01/2000	6/30/2001	80.00
	CLASS A CABARET	53	7/01/2000	6/30/2001	150.00
	COMBINATION CLASS B	188	7/01/2000	6/30/2001	550.00
	HLTH REST-D >1,000,000	57	7/01/2000	6/30/2001	310.00
	WHOLESALE BEER	10	7/01/1999	6/30/2001	25.00
NORTHWOODS BREWING CORP LLC 3560 OAKWOOD MALL DR EAU CLAIRE WI 54701		Total Paid:		1,215.00	
					<i>Donna A. Austed</i> Donna A. Austed, City Clerk

Elections

The City Elections Office is part of the Customer Services Division. The Elections staff is responsible for the administration of all elections that take place within the City. There are 39 wards located at 19 different polling places throughout the City of Eau Claire. Approximately 200 election officials are trained and work during the election season. The City owns and maintains an optical scanning voting system and a voter registration system, which includes the information on 40,000 – 50,000 voters. Four elections are scheduled during the even numbered years and two elections are scheduled during the odd numbered years. The election officials (poll workers) play a crucial role in the election process. During a busy Presidential Election Day, the 170-200 poll workers will assist over 30,000 voters. On Election Day, election officials start work at 6:00 a.m. and finish about 9:30 p.m.



Pictured with Carol Schumacher, Election Clerk (far right) are poll workers during a training session in City Hall



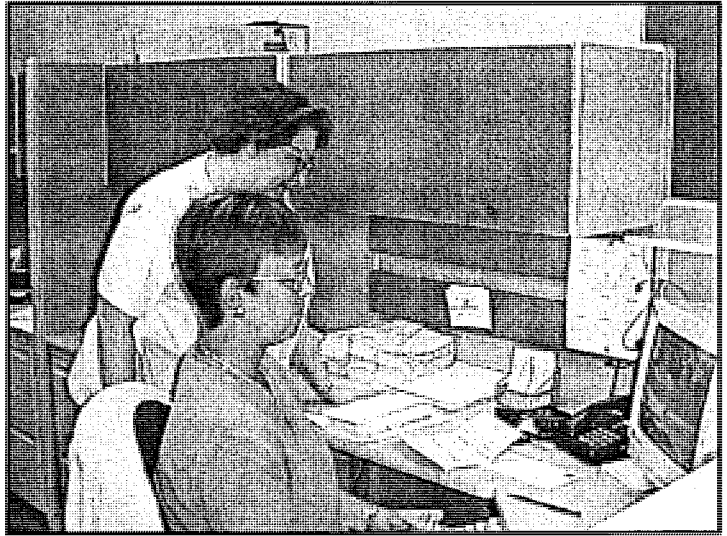
A citizen votes by absentee ballot at City Hall prior to the election

Preparation for an election includes:

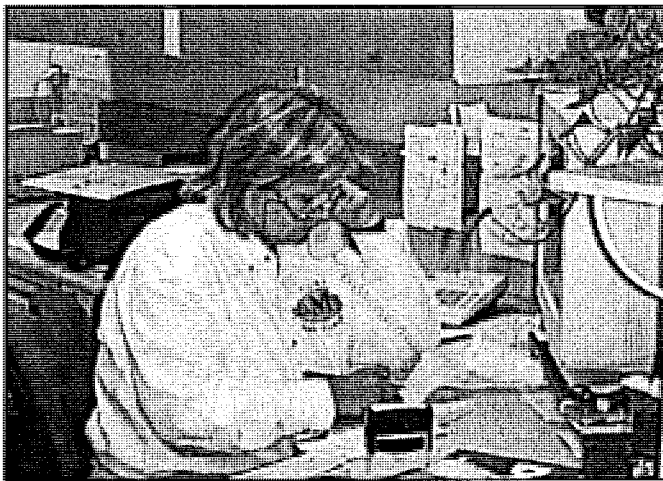
- ◆ Preparing ballot information
- ◆ Training, scheduling and supervising election officials
- ◆ Registering new voters, updating the voter registration list
- ◆ Providing election information and identifying voting and aldermanic districts
- ◆ Administering the absentee ballot system
- ◆ Accumulating and certifying vote totals

Utility Billing and Accounting

The Utility Billing office calculates and produces water, sewer, and storm water utility bills and answers citizens' questions regarding utility service. This office prepares all utility financial statements and submits the annual financial report to the Public Service Commission of Wisconsin (PSC). Other responsibilities include determining rates for the water, sewer, and storm water utilities, filing the water rate applications with the PSC, and representing the utility in related matters before the PSC and the Utility Appeals Board.



Sharon Jurjens & Julie Martin look up account information to respond to a customer inquiry



Darlene Prissel prepares a monthly billing cycle for the utilities

<h2 style="margin: 0;">Assessing Operation Highlights</h2>
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Assessing, a division of the Finance Department, ensures that all taxable properties in the City are assessed fairly and equitably as of January 1 of each year. The property assessment function is an annual process. Assessments are reviewed and changes are made each year to account for new construction, remodeling, or economic influences to properties. A reassessment of all property typically occurs every three years. During a citywide reassessment, new values are determined for all properties.

	Property Valuations	
Statistics	<u>2002 Budget</u>	<u>2003 Budget</u>
Residential Assessment	\$1,847,980,650	\$1,883,781,450
Commercial Assessment	872,022,400	903,426,900
Manufacturing Assessment	121,417,100	125,379,000
Agricultural Assessment	<u>430,100</u>	<u>949,800</u>
Total	2,841,850,250	2,913,537,150
Personal Property – City	117,363,100	115,716,300
Personal Property – Manufacturing	<u>22,480,900</u>	<u>19,683,000</u>
Total	139,844,000	135,399,300
Total value of property on tax roll	<u>\$2,981,694,250</u>	<u>\$3,048,936,450</u>
Total properties assessed		
Real Estate	21,853	21,870
Personal Property	2,179	2,097

Activities

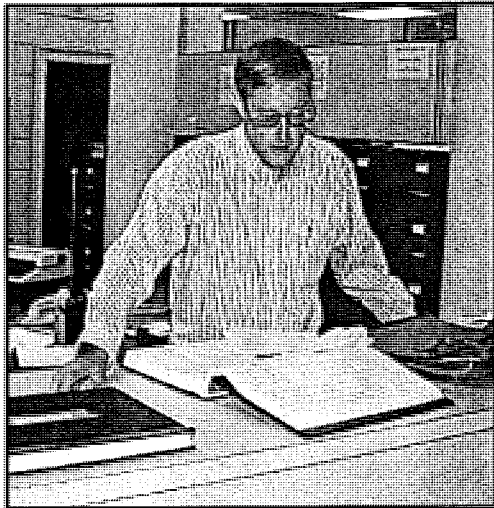
Annual Assessment: Real & Personal Property

The Assessing division is responsible for the annual assessment of approximately 21,800 parcels of real estate, 2,100 personal property accounts, and 600 mobile homes. These annual assessments provide the basis for the distribution of the tax levy to individual properties. Lending institutions, appraisers, realtors and insurance brokers also refer to the property assessment records.

Triennial Reassessment

Citywide reassessments are necessary to ensure uniformity and equity in the assessment process. In the year of a reassessment, all property valuations are changed to represent fair market value. Reassessments are based on existing records or records that have been revised as a result of field reviews.

Other activities of the Assessing Division include:



Jim Moessner, Anderson-Moessner Appraisals, using city records for appraisal information

- ◆ Compile and file annual reports with the Wisconsin Department of Revenue for equalization and TIF district incremental values.
- ◆ Administer payment in lieu of tax valuation and billing for certain exempt properties.
- ◆ Provide appraisal reviews for other city divisions including Finance Administration and the Housing Authority.
- ◆ Serve as an information resource for realtors, property owners, appraisers, and lenders. Records maintained include property age and characteristics, site dimensions, and property legal descriptions.

HUMAN RESOURCES

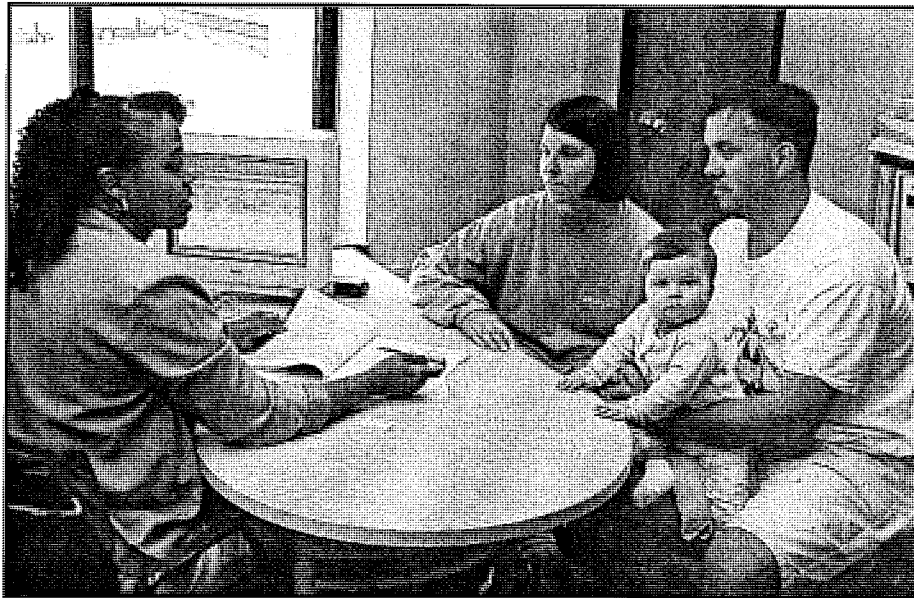
The Human Resources Department is responsible for administering the City's personnel policies, conducting labor negotiations, administering employee benefits and pay, recruiting employees, coordinating the City's risk management program and implementing the City's purchasing policies. Human Resources provides the people, equipment and supplies for all front-line city operations.

The City of Eau Claire Human Resources Department consists of 2 divisions:

- ◆ Personnel Administration
- ◆ Purchasing

Programs & Services

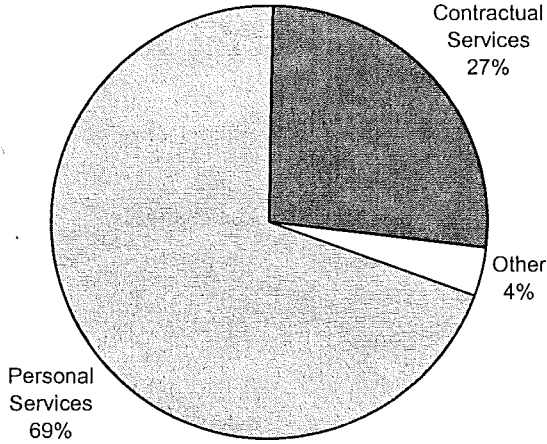
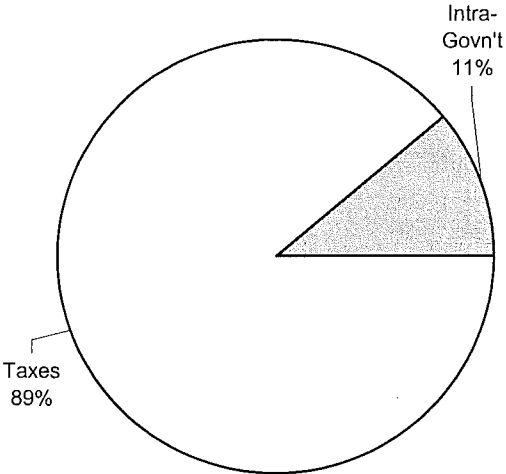
- ◆ Recruitment and pre-employment testing
- ◆ Labor Relations
- ◆ Administration of employee benefits and pay
- ◆ Purchasing and procurement



Benefit assistance

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 <u>Adopted Budget</u>	2003 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intragovernmental Service	\$ 73,299	\$ 74,037	\$ 79,693	8%
Gen. Purpose (tax) Rev.	<u>579,084</u>	<u>632,363</u>	<u>638,707</u>	1%
Total Revenues	<u>\$ 652,383</u>	<u>\$ 706,400</u>	<u>\$ 718,400</u>	2%
Expenditures				
Personal Services	\$ 434,937	\$ 478,900	\$ 500,200	4%
Contractual Services	193,618	201,600	192,300	-5%
Utilities	3,367	2,800	2,800	0%
Fixed Charges	2,200	2,200	2,200	0%
Materials & Supplies	16,264	20,900	20,900	0%
Capital Outlay	<u>1,997</u>	<u>-</u>	<u>-</u>	
Total Expenditures	<u>\$ 652,383</u>	<u>\$ 706,400</u>	<u>\$ 718,400</u>	2%



Budget Overview

EXPENDITURES

The Human Resources budget for training and meetings has been reduced by \$9,300 or 19%.

Expenditures by Division

Personnel Administration

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 245,623	\$ 277,700	\$ 116,596	\$ 277,700	\$ 295,900
Contractual Services	181,490	187,200	43,127	187,200	177,900
Utilities	2,218	1,400	671	1,400	1,400
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	<u>8,984</u>	<u>9,600</u>	<u>3,408</u>	<u>9,600</u>	<u>9,600</u>
Total Expenditures	<u>\$ 439,715</u>	<u>\$ 477,300</u>	<u>\$ 164,501</u>	<u>\$ 477,300</u>	<u>\$ 486,200</u>

Purchasing

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 189,314	\$ 201,200	\$ 71,961	\$ 201,200	\$ 204,300
Contractual Services	12,129	14,400	2,982	14,400	14,400
Utilities	1,149	1,400	321	1,400	1,400
Fixed Charges	800	800	400	800	800
Materials & Supplies	7,280	11,300	3,963	11,300	11,300
Capital Outlay	<u>1,997</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>\$ 212,668</u>	<u>\$ 229,100</u>	<u>\$ 79,628</u>	<u>\$ 229,100</u>	<u>\$ 232,200</u>

Staffing

Personnel Administration

	2001	2002	2003
Director of Human Resources/Risk Manager	1.00	1.00	1.00
Assistant to Director of Human Resources	1.00	1.00	1.00
Human Resources Secretary	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00
Benefit Specialist	1.00	1.00	1.00
	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Total FTE Positions	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

Purchasing

	2001	2002	2003
Purchasing Manager	1.00	1.00	1.00
Buyer	1.00	1.00	1.00
Purchasing Technician	1.00	1.00	1.00
Mail and Duplicating Clerk	0.50	0.50	0.50
	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
Total FTE Positions	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

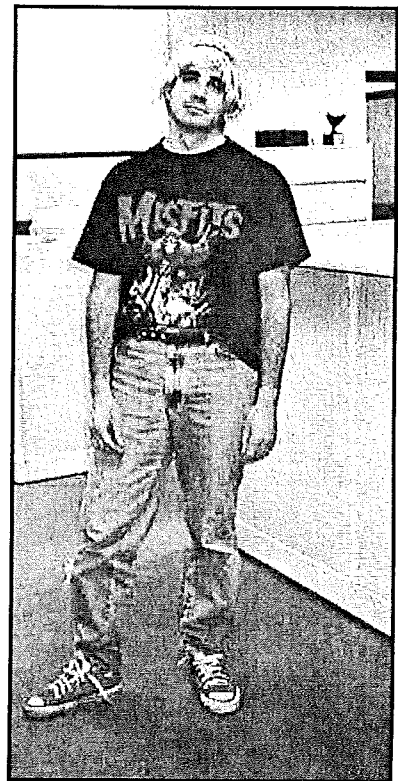
Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Cross-divisional charges include:

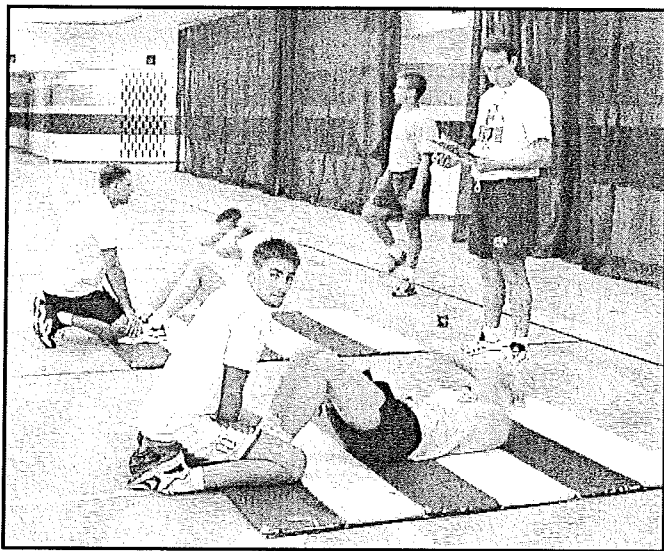
- 50% of Director of Human Resources/Risk Manager's position is charged to Risk Management.

Personnel Administration Operation Highlights

- ◆ Provide administrative support for the Police and Fire Commission and Affirmative Action Committee
- ◆ Process over 3,500 applications annually
- ◆ Conduct all employee recruitments
- ◆ Maintain all employee personnel records
- ◆ Administer all employee and retiree fringe benefits and pay plans
- ◆ Administer City personnel policies
- ◆ Conduct negotiations with 7 bargaining groups
- ◆ Administer the City drug and alcohol testing program
- ◆ Coordinate employee training
- ◆ Conduct pre-employment written and physical testing



Harassment Training



Physical Agility Testing

Purchasing Operation Highlights

Purchasing

- ◆ Procurement of supplies and services for 70 to 80 projects annually for all funds in the excess of \$30 million
- ◆ Procurement for Capital Improvement Program at an average of \$15 million annually
- ◆ Process 5,000 purchase orders annually
- ◆ Administer annual auction of excess equipment

Mail and Duplicating

- ◆ Provide postal and shipping services
- ◆ Process 135,000 pieces of mail annually
- ◆ Duplicate 1,600,000 copies
- ◆ Maintain paper inventories
- ◆ Administer office supply contract valued at \$45,000



Bikes to be sold at City Auction

COMMUNITY DEVELOPMENT

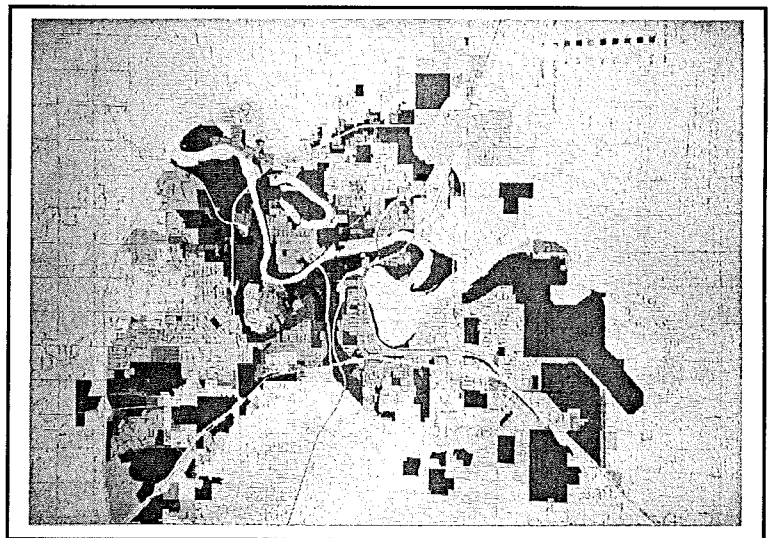
The Planning and Inspections Divisions are part of the Community Development Department and are located in City Hall, 203 S. Farwell Street. The Planning Division is responsible for community and neighborhood planning, zoning, development review, historic preservation, and annexations. The Inspections 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 work with the Health and Fire Departments in enforcing property maintenance related codes.

The City of Eau Claire Community Development Department consists of 2 divisions:

- ◆ Planning
- ◆ Inspections

Programs & Services

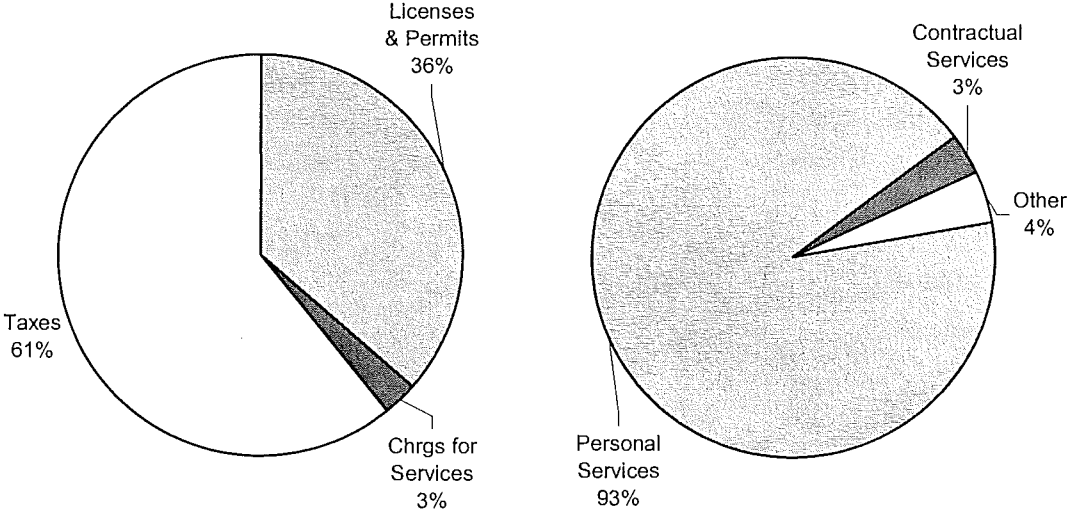
- ◆ Comprehensive Planning
- ◆ Development Codes
- ◆ Development Review
- ◆ Inspections
 - Building
 - Plumbing
 - Electrical
 - Heating
 - Others
- ◆ Code Enforcement
- ◆ Board and Associations
 - Staff Support



Comprehensive Plan map

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 <u>Adopted Budget</u>	2003 <u>Proposed Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 406,662	\$ 396,380	\$ 417,050	5%
Charges for Services	14,122	40,400	32,500	-20%
Gen. Purpose (tax) Rev.	<u>611,195</u>	<u>669,520</u>	<u>696,050</u>	4%
Total Revenues	<u>\$ 1,031,979</u>	<u>\$ 1,106,300</u>	<u>\$ 1,145,600</u>	4%
Expenditures				
Personal Services	\$ 936,983	\$ 1,020,400	\$ 1,060,500	4%
Contractual Services	32,475	38,500	38,500	0%
Utilities	5,648	5,400	5,400	0%
Fixed Charges	12,730	12,900	12,900	0%
Materials & Supplies	17,163	29,100	28,300	-3%
Capital Outlay	<u>26,980.34</u>	<u>-</u>	<u>-</u>	
Total Expenditures	<u>\$ 1,031,979</u>	<u>\$ 1,106,300</u>	<u>\$ 1,145,600</u>	4%



Expenditures by Division

Planning

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 410,453	\$ 461,200	\$ 207,544	\$ 461,200	\$ 487,500
Contractual Services	13,103	11,500	6,736	11,500	11,500
Utilities	1,710	1,600	482	1,600	1,600
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	9,566	15,900	4,992	15,900	15,900
Capital Outlay	12,278	-	490	-	-
Total Expenditures	<u>\$ 448,709</u>	<u>\$ 491,800</u>	<u>\$ 221,044</u>	<u>\$ 491,800</u>	<u>\$ 518,100</u>

Inspections

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 526,531	\$ 559,200	\$ 233,392	\$ 559,200	\$ 573,000
Contractual Services	19,372	27,000	16,057	27,000	27,000
Utilities	3,938	3,800	1,194	3,800	3,800
Fixed Charges	11,130	11,300	5,555	11,300	11,300
Materials & Supplies	7,597	13,200	5,366	13,200	12,400
Capital Outlay	14,703	-	-	-	-
Total Expenditures	<u>\$ 583,271</u>	<u>\$ 614,500</u>	<u>\$ 261,564</u>	<u>\$ 614,500</u>	<u>\$ 627,500</u>

Staffing

Planning Administration

	2001	2002	2002
Director of Comm Dev/Asst. City Manager	1.00	1.00	1.00
Neighborhood Planner	1.00	1.00	1.00
Community Development Secretary	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
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

Inspections

	2001	2002	2003
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	1.00	1.00	1.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>

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

Planning Operation Highlights

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 River Fronts Neighborhood (monthly)
- North Side Hill Neighborhood (monthly)
- Historic Randall Park (monthly)
- Third Ward Neighborhood (monthly)
- East Hill Neighborhood (as requested)
- Mt. Washington Neighborhood (as requested)
- Runway Avenue Neighborhood (as requested)
- East Hamilton Neighborhood (as requested)
- West Riverside Neighborhood (as requested)
- Upper Westside Neighborhood (as requested)
- Buffington Neighborhood (as requested)
- Old Wells Road Neighborhood (as requested)

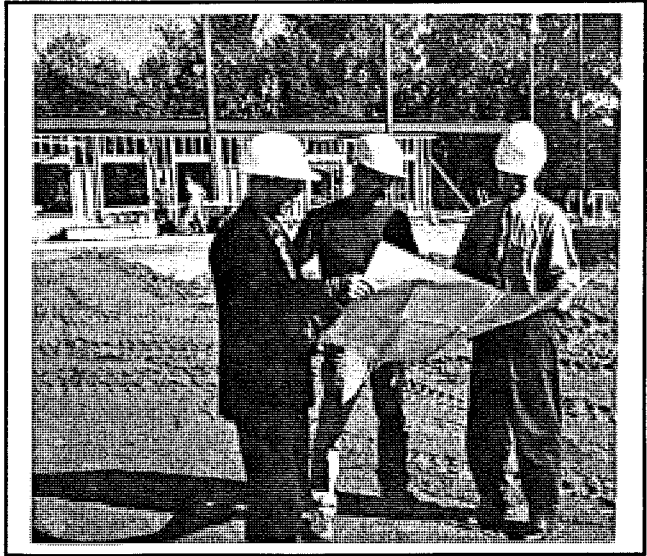
◆ **Business Associations**

- Downtown BID (monthly)
- West Grand Avenue BID (monthly)
- Water Street BID (monthly)

Activities

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 regulates the growth and development of the city. Planning and Inspections staff maintains these codes in accordance with state law and local development needs.



Development review

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
 - Downtown 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 14,000 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.

Development Review Activity						
	Total	Rezoning	Conditional Use	Site Plan	Appeal	Plats
2002 (Aug.)	98	19	22	38	5	14
2001	154	33	39	58	14	10
2000	186	38	49	65	18	16
1999	173	42	26	70	23	12
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

Inspections Operation Highlights

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 are provided below:

Permits Issued							
	Total Permits	Building	Electrical	Plumbing	Heating	Others	Est. Insp.
2002 (Aug)	2,472	810	474	448	623	117	7,416
2001	4,774	1,443	1,014	1,014	1,102	201	14,322
2000	5,012	1,479	1,207	964	1,155	207	14,700
1999	4,591	1,431	991	834	1,157	174	14,000
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

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 are:

2001 (as of 8/02)	\$290,489	1996	\$366,658
2001	\$425,608	1995	\$435,638
2000	\$485,541	1994	\$381,963
1999	\$397,439	1993	\$291,333
1998	\$438,467	1992	\$259,471
1997	\$366,513	1991	\$213,529

PUBLIC WORKS

Programs & Services

Administration

- ◆ Manage, plan, and direct department operations.
- ◆ Coordinate plans and activities with public and governmental groups.
- ◆ Coordinate preparation of annual budget and capital improvement plan for the department.
- ◆ Maintain the records management system for the department.

The City of Eau Claire Public Works Department consists of 3 divisions:

- ◆ Administration
- ◆ Engineering
- ◆ Operations
 - Buildings and Grounds
 - Street Maintenance

Engineering

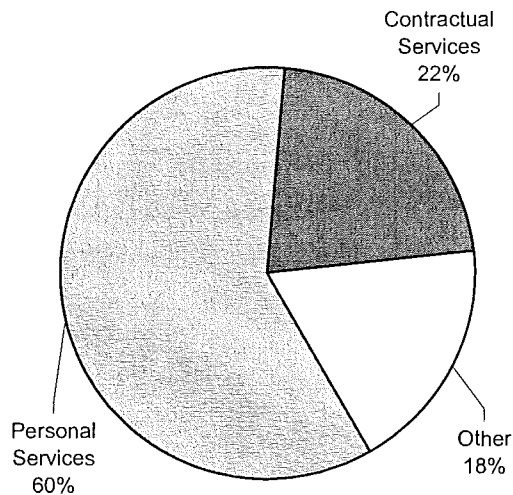
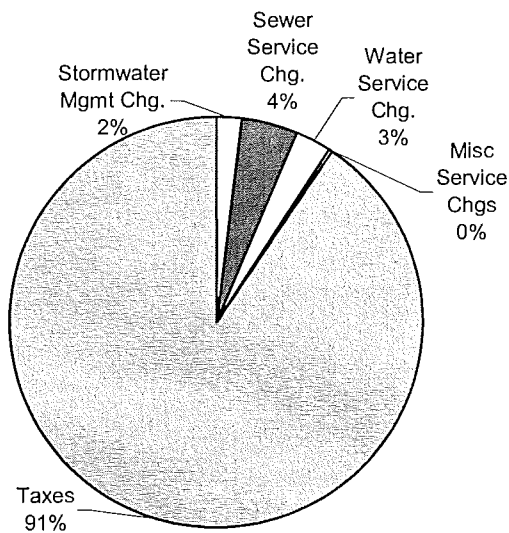
- ◆ Plan, design, inspect, and administer construction projects performed by and for the City.
- ◆ Record, compute, and coordinate the special assessment program.
- ◆ Update and maintain maps and records using the geographic information and computer mapping system.
- ◆ Provide planning assistance for subdivisions, commercial and industrial development, and future street and utility needs.
- ◆ Monitor development agreements for installation of utilities and streets in new subdivisions.
- ◆ Monitor and coordinate flood protection.
- ◆ Update and maintain the pavement management system.
- ◆ Provide technical assistance on infrastructure to other City Departments and the public.

Operations

- ◆ Retain the value of City buildings and grounds through proper maintenance.
- ◆ Keep the availability and performance of building equipment at an optimum level.
- ◆ Supervise construction and remodeling projects.
- ◆ Maintain all streets, sidewalks, curbs and gutters.
- ◆ Provide an efficient program of winter snow and ice control to insure safe access for vehicles and pedestrians.
- ◆ Off-street maintenance including weed and turf control and the collection of litter.
- ◆ Maintenance and operation of traffic control including signals, signs, pavement markings, and street lighting.
- ◆ Assist in maintenance of storm water drainage facilities.

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 Adopted <u>Budget</u>	2003 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Stormwater Mgmt Chg.	\$ 148,398	\$ 146,104	\$ 157,696	8%
Sewer Service Chg.	265,197	308,736	330,624	7%
Water Service Chg.	226,653	199,899	215,901	8%
Transit Admin. Chg.	10,829	11,190	12,060	8%
Other Service Chg.	2,859	2,628	2,664	1%
Miscellaneous Charges	32,365	13,600	16,000	18%
Gen. Purpose (tax) Rev.	6,206,514	6,762,543	6,964,655	3%
Total Revenues	\$ 6,892,815	\$ 7,444,700	\$ 7,699,600	3%
Expenditures				
Personal Services	\$ 4,032,803	\$ 4,347,900	\$ 4,602,800	6%
Contractual Services	1,587,789	1,689,400	1,689,400	0%
Utilities	690,310	746,700	746,700	0%
Fixed Charges	63,411	114,100	114,100	0%
Materials & Supplies	510,215	546,600	546,600	0%
Capital Outlay	8,286	-	-	
Total Expenditures	\$ 6,892,815	\$ 7,444,700	\$ 7,699,600	3%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The budget for 2003 does not include any changes in the level of personnel staffing. The bargained labor contract for Local 284 adds two pay steps for seasonal laborers as an incentive to return the following year. The budget includes additional funding for anticipated reclassifications of employees as part of the contract labor negotiations.

CONTRACTUAL SERVICES

Recruitment and hiring of professional engineering staff remains difficult. In 2001 and 2002, contractual services were used to perform some of the design and traffic engineering needs of the Department. Depending on the ability to hire qualified staff in 2003, we may continue the use of Consulting Engineering services in order to complete the workload demands.

UTILITIES

The cost for natural gas service to heat public buildings and facilities increased significantly during the winter of 2000/2001. The 2003 budget has been held at the 2002 level of funding.

MATERIALS AND SUPPLIES

The material and supply account in the Street Division has been held at the 2002 level of funding with no inflationary increases.

CAPITAL OUTLAY

Capital purchases and equipment outlays in the 2002 budget were substantially reduced from 2001 funding levels. No capital purchases to be funded from the General Fund are included in the 2003 operating budget.

Expenditures by Division

Administration

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	268,267	\$	271,700	\$	125,402	\$	271,700	\$	282,200
Contractual Services		15,782		19,500		12,860		19,500		19,500
Utilities		3,460		3,000		920		3,000		3,000
Fixed Charges		1,100		1,100		550		1,100		1,100
Materials & Supplies		7,761		5,700		2,906		5,700		5,700
Total Expenditures	\$	<u>296,369</u>	\$	<u>301,000</u>	\$	<u>142,637</u>	\$	<u>301,000</u>	\$	<u>311,500</u>

Engineering

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	1,070,984	\$	1,282,500	\$	511,998	\$	1,282,500	\$	1,327,400
Contractual Services		165,569		108,400		100,997		407,700		108,400
Utilities		4,969		5,000		1,568		5,000		5,000
Fixed Charges		17,245		19,400		9,700		19,400		19,400
Materials & Supplies		27,073		42,200		10,957		42,200		42,200
Capital Outlay		8,286		-		5,000		-		-
Total Expenditures	\$	<u>1,294,125</u>	\$	<u>1,457,500</u>	\$	<u>640,221</u>	\$	<u>1,756,800</u>	\$	<u>1,502,400</u>

Operations

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	2,693,553	\$	2,793,700	\$	1,305,425	\$	2,793,700	\$	2,993,200
Contractual Services		1,406,438		1,561,500		639,306		1,561,500		1,561,500
Utilities		681,881		738,700		363,230		775,700		738,700
Fixed Charges		45,066		93,600		9,059		93,600		93,600
Materials & Supplies		475,382		498,700		272,085		518,700		498,700
Total Expenditures	\$	<u>5,302,320</u>	\$	<u>5,686,200</u>	\$	<u>2,589,105</u>	\$	<u>5,743,200</u>	\$	<u>5,885,700</u>

Staffing

Administration

	2001	2002	2003
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	1.00	1.00	1.00
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Total FTE Positions	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

Engineering

	2001	2002	2003
City Engineer	1.00	1.00	1.00
Project Engineer	2.00	2.00	2.00
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
Engineering Aide II	1.00	1.00	1.00
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Total FTE Positions	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>

Staffing

Operations

	2000	2001	2002
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	1.00	1.00
Account Clerk I	1.00	-	-
Skilled Worker II	1.00	1.00	2.00
Heavy Equipment Operator	12.00	12.00	12.00
Skilled Worker I	3.00	3.00	3.00
Skilled Worker / Sign Shop	2.00	2.00	2.00
Skilled Worker / Sign Shop Painter	1.00	1.00	-
Custodian	8.00	8.00	8.00
Tandem Operator	4.00	4.00	4.00
Light Equipment Operator	11.00	11.00	12.00
Total FTE Positions	<u>50.50</u>	<u>50.00</u>	<u>51.00</u>

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

Cross-divisional charges include:

- 50% of Storm Water Engineer's time is charged to Public Works Engineering.
- 25% of the Public Works Operations Administrator's position is charged to Transit and another 25% to Central Maintenance.
- 50% of the Clerk II position assigned to Public Works Administration is charged to Engineering.
- Due to retirement, 50% of Account Clerk I position will go to make the Clerk III full-time and 50% will be transferred to Customer Services.
- 50% of a Clerk III position assigned to Transit is charged to Public Works Operations.
- Three custodians are charged out to the Library and one to Central Maintenance.

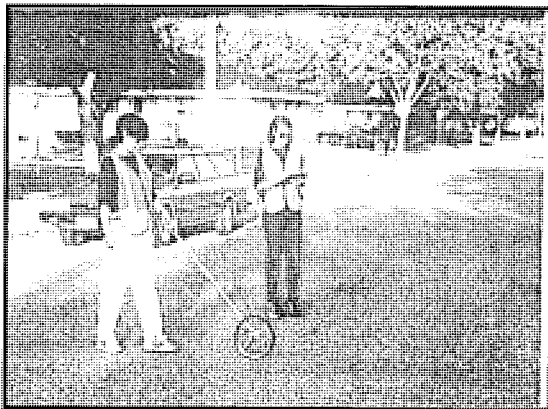
Engineering Division Operation Highlights

Primary Services

- ◆ 90 Projects designed, administered, monitored in 2000
- ◆ 400 Street Grades staked annually
- ◆ Special Assessment Program
- ◆ \$12 Million Annual Construction Program
- ◆ Sidewalk Repair Program
- ◆ Encroachments and street opening permits



Street & Utility Reconstruction



Pavement Management

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

Facilities

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



Survey Crew with Geodimeter

Public Works Operations Highlights

Buildings & Grounds

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



*Custodian
mowing grass*



*Central Maintenance
Facility*

Facilities

City Hall

(203 S. Farwell Street)

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

L.E. Phillips Library

(400 Eau Claire Street)

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

Parks & Recreation Community Center

(1300 First Avenue)

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

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

Parking Lots and Ramps

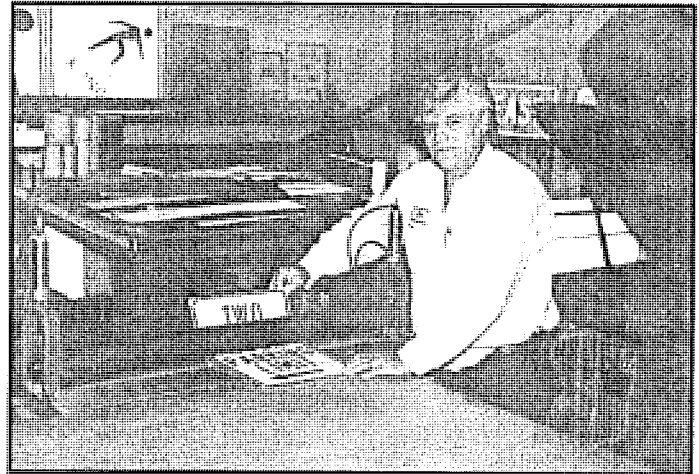
- ◆ 12 Lots
- ◆ 2 Ramps

Public Works Operations Highlights

Street Maintenance 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

Traffic & Street Lighting Facilities

- ◆ 27 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

Activities

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

Crack Sealing

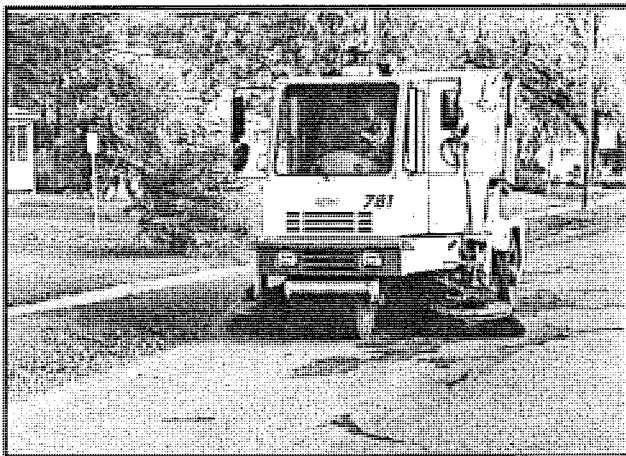
- ◆ Annual Program
- ◆ 450,000 feet of cracks sealed per year
- ◆ Sealed before chip seal is applied



Crack Routing for Crack Sealing Program

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 Sweeper



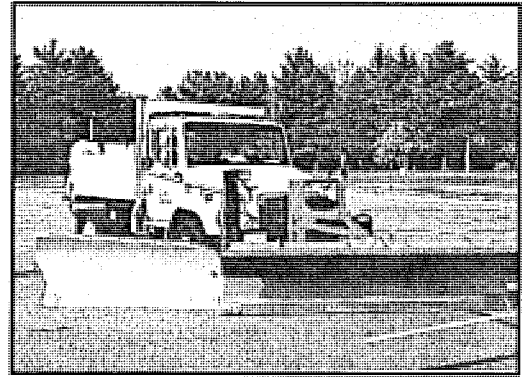
Patching Crew

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 and Ice Control

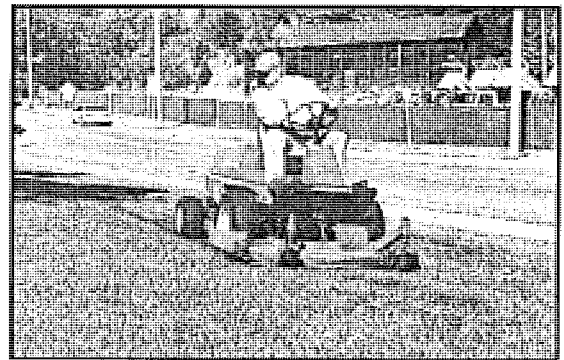
- ◆ 10 Primary ice control routes - 75 miles
- ◆ Ice control begins with first evidence of slippery conditions
- ◆ 21 Primary snow plow routes - 76 miles
 - Arterial streets
 - Hills and collector streets
 - Continuous until snow stops
- ◆ 34 Secondary plow areas - 243 miles
 - Higher use streets plowed 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



Snow plow with wing

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 turf areas maintained



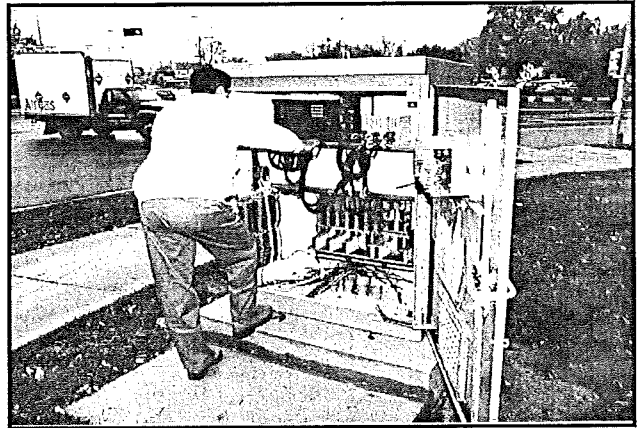
Mowing grass

Off-Street Maintenance

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

Street Lighting

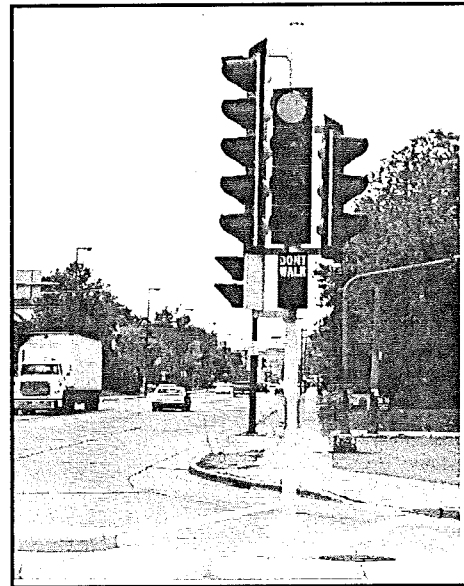
- ◆ 2,660 Street lights leased from NSP at \$25 per year plus electricity
- ◆ Residential lighting at intersections and 500 foot spacing
- ◆ 257 Decorative light poles
 - Downtown (City Center)
 - Water Street
 - Grand Avenue/First Avenue
 - Fifth Avenue/Bellinger Street
 - State Street
 - First Avenue
 - Bike Trail/River Trail



Traffic Engineer Programming Controller

Traffic Signals

- ◆ 30 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

PARKS AND RECREATION

The Parks and Recreation Department is one of eight operating departments for the City. In addition to the four divisions in the general fund, the department is also responsible for the operation of the Cemeteries, the Hobbs Municipal Ice Center, and the Fairfax Outdoor Pool.

The City of Eau Claire Parks and Recreation Department consists of 4 divisions:

- ◆ Administration
- ◆ Park Maintenance
- ◆ Recreation
- ◆ Forestry & Cemeteries

Programs & Services

The Parks and Recreation Maintenance Division is responsible for the maintenance and upkeep of all the Community Parks, Neighborhood Parks, Neighborhood playgrounds, many publicly owned green spaces, as well as all of the City's recreation facilities, such as skating rinks, tennis courts, etc.

The Recreation Division is responsible for providing a well-rounded, comprehensive offering of recreation programs for children, adults and families.

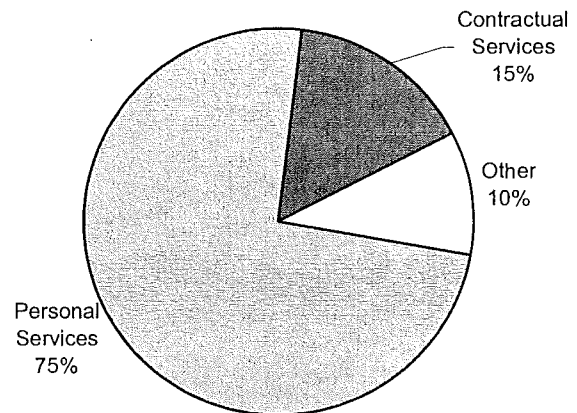
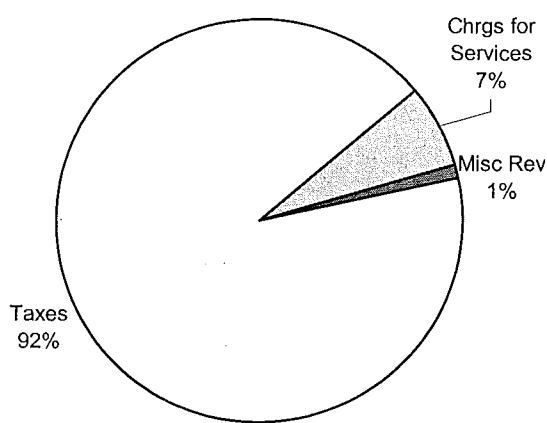
The Forestry Division is responsible for the upkeep of the urban forest. This includes all the trees in the City. However, the Forestry Division focuses a lot of effort on the boulevard street trees. Cemetery operation falls under the responsibility of the Forestry Division.



Carson Park: The City's Largest Community Park

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 <u>Adopted Budget</u>	2003 <u>Proposed Budget</u>	% <u>Change</u>
Revenues				
Charges for Services:				
Pool Admission Fees	\$ 5,728	\$ 4,000	\$ 4,000	0%
Softball Fees	57,362	50,000	50,000	0%
Instructional Fees	179,630	166,900	170,000	2%
Park Reimbursements	16,735	15,000	15,000	0%
WPRA Ticket Sales	1,398	1,000	1,000	0%
Other Recreation Fees	60,183	25,000	25,000	0%
Miscellaneous Revenue	66,835	65,500	45,500	-31%
Gen. Purpose (tax) Rev.	<u>3,284,682</u>	<u>3,491,500</u>	<u>3,652,700</u>	5%
Total Revenues	\$ <u>3,672,553</u>	\$ <u>3,818,900</u>	\$ <u>3,963,200</u>	4%
Expenditures				
Personal Services	\$ 2,671,278	\$ 2,794,300	\$ 2,939,000	5%
Contractual Services	587,379	612,400	613,800	0%
Utilities	139,789	131,600	131,600	0%
Fixed Charges	36,492	56,300	56,300	0%
Materials & Supplies	222,927	224,300	222,500	-1%
Capital Outlay	<u>14,688</u>	<u>-</u>	<u>-</u>	
Total Expenditures	\$ <u>3,672,553</u>	\$ <u>3,818,900</u>	\$ <u>3,963,200</u>	4%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The Parks and Recreation Department has 36 3/4 authorized full-time equivalent positions in the General Fund. The majority of these people work in the Parks Maintenance area. In addition to this, the Department hires 200-300 part-time people throughout the year. The majority of the part-time people work in the Recreation area as playground leaders, swim instructors, lifeguards, etc. The 2003 Budget includes an increase of \$11,800 for raises of 30 cents from \$5.50 per hour for entry-level positions in the recreation programs.

CONTRACTUAL SERVICES

Contractual Services in the administrative account includes, among other items, the maintenance agreements for RecWare and the annual cost for the July 4th fireworks.

Contractual services in the Park Maintenance account includes trash disposal costs, portable toilet service contract and electrical and irrigation service contracts.

UTILITIES

Park maintenance watering cost at Carson Park and Mt. Simon Park should decrease due to new irrigation systems pumping water from Half Moon Lake and Dells Pond respectively. Watering costs at the Soccer Park will increase due to the addition of a new field developed in 2002.

Annual watering cost should remain the same due to these changes.

MATERIALS & SUPPLIES

Cost for materials and supplies are anticipated to be \$1,800 less than 2002. No additional increases in material and supplies are included in 2003. Budgeted purchases of replacement equipment is set to 2002 levels and include annual replacement of chain saws, trimmers, and small mowers. Funding is included to cost share scoreboard replacements at South Junior High gymnasium to be used for adult basketball league.

CAPITAL OUTLAY

Capital projects have been delayed or reduced in 2002 due to state funding concerns. Most 2002 capital projects will carry over into 2003.

Expenditures by Division

Administration

		<u>2001</u> <u>Actual</u>		<u>2002</u> <u>Budget</u>		<u>2002</u> <u>6 Month</u> <u>Actual</u>		<u>2002</u> <u>Projection</u>		<u>2003</u> <u>Budget</u>
Personal Services	\$	199,587	\$	221,500	\$	95,177	\$	221,500	\$	219,800
Contractual Services		53,024		68,000		42,727		68,000		68,000
Utilities		6,670		6,500		1,088		6,500		6,500
Fixed Charges		1,000		1,000		500		1,000		1,000
Materials & Supplies		21,985		18,000		7,048		18,000		18,000
Total Expenditures	\$	<u>282,265</u>	\$	<u>315,000</u>	\$	<u>146,539</u>	\$	<u>315,000</u>	\$	<u>313,300</u>

Park Maintenance

		<u>2001</u> <u>Actual</u>		<u>2002</u> <u>Budget</u>		<u>2002</u> <u>6 Month</u> <u>Actual</u>		<u>2002</u> <u>Projection</u>		<u>2003</u> <u>Budget</u>
Personal Services	\$	1,582,866	\$	1,683,900	\$	743,689	\$	1,683,900	\$	1,777,400
Contractual Services		313,470		295,000		164,947		303,000		295,000
Utilities		127,151		120,700		43,150		120,700		120,700
Fixed Charges		15,578		34,500		15,646		34,500		34,500
Materials & Supplies		125,469		116,900		67,820		116,900		116,900
Capital Outlay		14,688		-		-		-		-
Total Expenditures	\$	<u>2,179,222</u>	\$	<u>2,251,000</u>	\$	<u>1,035,252</u>	\$	<u>2,259,000</u>	\$	<u>2,344,500</u>

Expenditures by Division

Recreation Division

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 583,005	\$ 595,700	\$ 222,775	\$ 595,700	\$ 630,900
Contractual Services	127,534	152,200	42,292	152,200	153,600
Utilities	4,801	3,200	1,173	3,200	3,200
Fixed Charges	13,590	13,700	6,970	13,700	13,700
Materials & Supplies	<u>69,525</u>	<u>78,200</u>	<u>40,477</u>	<u>78,500</u>	<u>76,400</u>
Total Expenditures	<u>\$ 798,455</u>	<u>\$ 843,000</u>	<u>\$ 313,687</u>	<u>\$ 843,300</u>	<u>\$ 877,800</u>

Forestry Division

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 305,819	\$ 293,200	\$ 140,129	\$ 293,200	\$ 310,900
Contractual Services	93,351	97,200	42,799	97,200	97,200
Utilities	1,167	1,200	374	1,200	1,200
Fixed Charges	6,324	7,100	3,550	7,100	7,100
Materials & Supplies	<u>5,949</u>	<u>11,200</u>	<u>4,458</u>	<u>11,200</u>	<u>11,200</u>
Total Expenditures	<u>\$ 412,610</u>	<u>\$ 409,900</u>	<u>\$ 191,310</u>	<u>\$ 409,900</u>	<u>\$ 427,600</u>

Staffing

Administration

	2001	2002	2002
Director of Parks and Recreation	1.00	1.00	1.00
Parks and Recreation Secretary	1.00	1.00	1.00
Clerk III	-	1.00	1.00
Clerk II	1.00	-	-
	<u>3.00</u>	<u>-</u>	<u>-</u>
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Park Maintenance

	2001	2002	2003
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	2.00	2.00	2.00
Mechanical Skilled Worker	-	-	-
Heavy Equipment Operator	1.00	1.00	1.00
Skilled Worker I	10.00	10.00	10.00
Stores Clerk	1.00	1.00	1.00
Semi-Skilled Worker	7.00	7.00	7.00
	<u>25.75</u>	<u>25.75</u>	<u>25.75</u>
Total FTE Positions	<u>25.75</u>	<u>25.75</u>	<u>25.75</u>

Recreation

	2001	2002	2003
Superintendent of Recreation	1.00	1.00	1.00
Program Supervisor	2.00	2.00	2.00
	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Staffing

Forestry

	2001	2002	2003
City Forester	1.00	1.00	1.00
Tree Trimmer II	1.00	1.00	1.00
Arborist	1.00	1.00	1.00
Arborist I	2.00	2.00	2.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	5.00	5.00	5.00
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

Cross-divisional charges include:

- 50% of City Forester's time is charged to Cemetery Maintenance.
- 25% of one Program Supervisor's time is charged to the Outdoor Pool.
- 25% of the Hobbs Ice Center Manager's time is charged to Parks & Recreation-Recreation Division.

Park Maintenance Operation Highlights

- ◆ New park facilities have been constructed at Sundet Neighborhood Park and Boyd Park. Improvements included new warming houses, skating rinks, and basketball courts.
- ◆ An additional irrigated soccer field was constructed at Eau Claire Soccer Park.
- ◆ Purchase of a new garbage truck and changes to a refuse cart system replacing open barrels.
- ◆ Reduction and more efficient organization of system-wide refuse collection.
- ◆ Implemented a recycling program for city park and recreation facilities.
- ◆ Continued improvements to the Forest Street Park area with the relocation of overhead electrical lines. In addition, two street closings in the middle of the park area.
- ◆ Renovation to the historic “S” bridge along the Eau Claire River.
- ◆ Softball field development at Bollinger Field was completed with the addition of fencing, dugouts, irrigation and infield.
- ◆ Converted the irrigation system at Carson Park to use lake water to irrigate four ballfields in Carson Park.

Community Involvement

- Continued involvement of over 300 students to plant flowers throughout the community parks.
- Construction of a tournament Kiosk at the Soccer Park funded by Soccer United.
- Lutheran Brotherhood continued assistance to plant trees and shrubs in community parks. This year's project was to plant a landscape area at Boyd Park.

Major Events

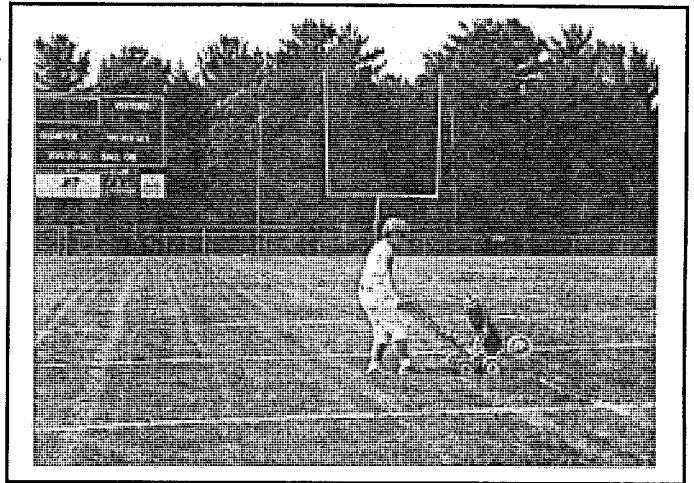
- ◆ Eau Claire hosted the NCAA III Women’s Fast Pitch Tournament for the fourth time in six years.

Activities

The Park Maintenance division maintains all parks, playgrounds, and recreation areas and manages the majority of the department's capital improvement projects.

Areas of Assignment

- ◆ Central Park Maintenance Building at 1040 Forest Street
- ◆ 6 parks have maintenance personnel assigned full-time from April to September (2 at Owen Park; 1 at Rod and Gun Park; 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
- ◆ Ballfield maintenance including: dragging, marking and painting foul lines
- ◆ Establishment of football and soccer fields at 3 middle and high schools
- ◆ Flooding 20 ice rinks throughout the city
- ◆ Planting and maintaining 42 flower beds with over 10,000 annual flowers
- ◆ Cleaning 24 restroom facilities and 10 pavilions
- ◆ Maintenance of 16 modular play structures
- ◆ Maintenance of 18 shelter houses
- ◆ Garbage collection seven days a week from 250 waste receptacles
- ◆ Support to recreation programs
- ◆ Snow plowing sidewalks and support to street snow plowing operation
- ◆ Harvesting weeds on Half Moon Lake, removing 500 cubic yards of weeds annually



Football stadium preparation

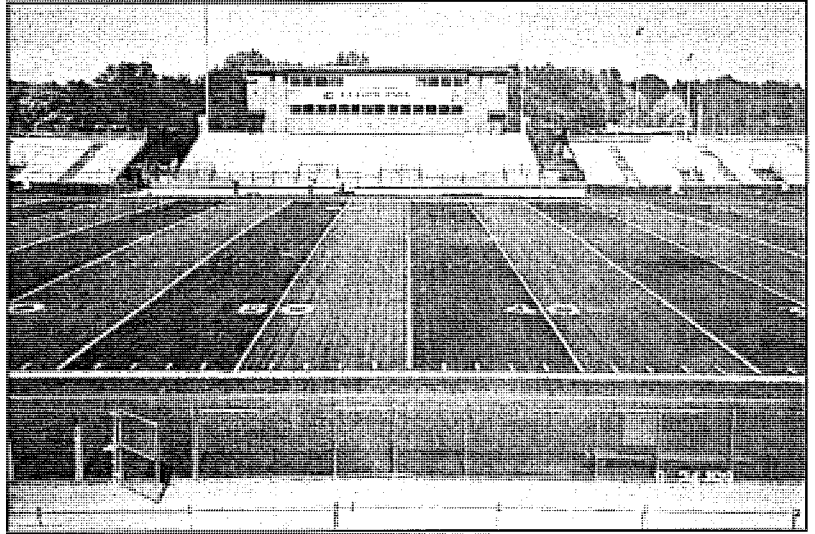


Staff planting flowers at Carson Park

- ◆ Support to community festivals
 - ◆ Various races
 - ◆ Festival in the Pines
 - ◆ Gus Macker Basketball Tournament
 - ◆ University of Wisconsin-Eau Claire Homecoming

Facilities

- ◆ Park Maintenance Building
- ◆ 11 community and neighborhood parks:
 - Owen Park
 - Riverview Park
 - Rod & Gun Park
 - Carson Park
 - Mt. Simon Park
 - Randall Park
 - Wilson Park
 - University Park
 - Fairfax Park
 - Jaycette Park
 - Soccer Park



Carson Park Football Field before the Friday Game

Special Areas

- Mt. Tom
- Half Moon Beach
- Bayview Park
- Archery Park
- ◆ Hobbs Municipal Ice Center
- ◆ Fairfax Municipal Outdoor Pool
- ◆ 17 neighborhood playgrounds, including:
 - Beverly Hills
 - Boyd
 - Buffington
 - Cameron
 - Demmler
 - Grover Heights
 - Hobart
 - Kessler
 - Lakeshore
 - Lee Street
 - McDonough
 - Mitscher
 - Newell
 - Oakwood Hills
 - Pinehurst
 - Sundet
 - Zephyr Hill

- ◆ 8 miles of cross-country ski trails at:
 - Carson Park
 - City Wells
 - Fairfax Park



Kids at Carson Park Playground

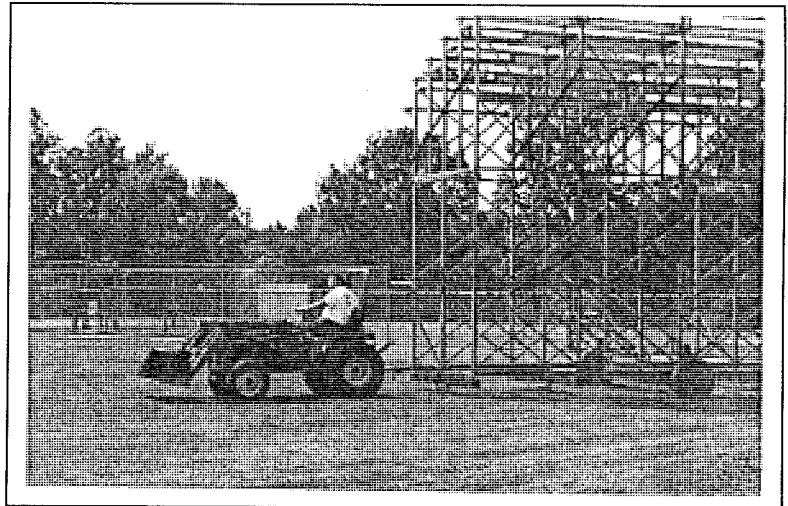
- ◆ 5 neighborhood playgrounds on elementary school sites at:
 - Locust Lane --- Manz --- Putnam Heights --- Roosevelt --- Sam Davey

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 locations)
- ◆ 8.75 miles of bike trail
- ◆ 20 ice rinks
- ◆ 7 tennis courts
- ◆ 10 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)

Equipment

- ◆ 5 Dump Trucks
- ◆ 9 Pick-Up Trucks (1 new in 2002)
- ◆ 1 End Loader
- ◆ 1 Grader
- ◆ 2 Municipal Tractors (new 2002)
- ◆ 2 Tractors
- ◆ 1 Garbage truck (new 2002)
- ◆ 3 Vans
- ◆ 3 Trailers
- ◆ 11 Mowers
- ◆ 1 Aquatic Weed Harvester



Park staff moving bleachers from baseball to football fields at Carson Park

CIP Highlights

Scheduled improvements to various park areas in 2003 are the following:

Park Development Projects

- ◆ The Park Development Program is funded in the amount of \$250,000 from contributions from the General Fund and Community Enhancement. The 2003 projects include installation of a toilet facility at Birch Pavilion in Carson Park, replacing the west wall at the Carson Park maintenance facility, paving the parking lot and road at Riverview Park, resurfacing the pedestrian trail along the Chippewa River behind the University, and paving Braun's Bay road network.

Bollinger Fields

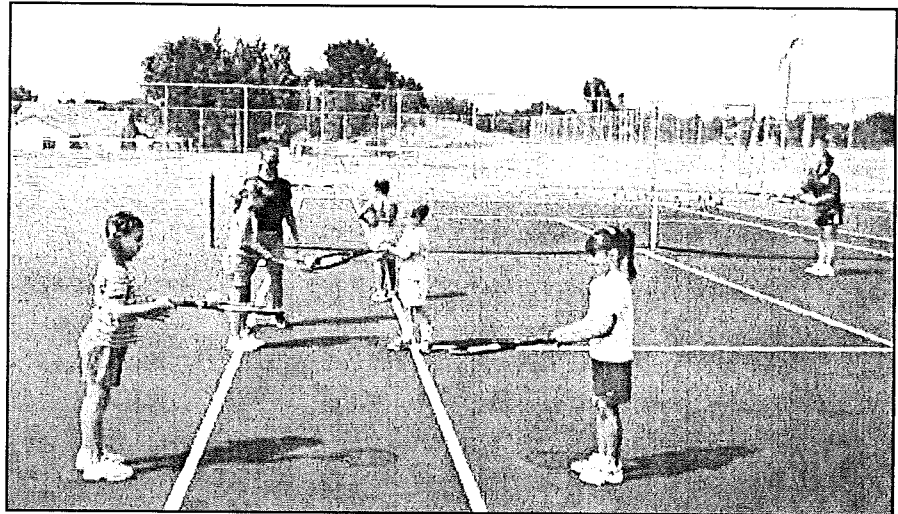
- ◆ The development of the Bollinger Athletic Field Complex has been a joint effort with the University. Current development of the complex includes four lighted softball fields, two soccer fields, a baseball field, a rugby field, two sand volleyball courts, two restroom buildings, parking and a storage/maintenance facility. The following additions will be jointly funded in 2002-2003 and will include a soccer field, a softball field, parking lot, and the installation of lighting and fencing.

Downtown Community Park Development

- ◆ The 2003 Parks and Recreation Improvement Fund includes the construction of a regional trailhead facility and farmers market to be located on the former site of Phoenix Steel. In addition, development of the Forest Street neighborhood park will continue and the relocation of the Hobart Street playground may be relocated south of the Central Maintenance Facility.

Recreation Division Operation Highlights

The Recreation Division is responsible for offering a community-wide leisure time program for adults and youth. Two program brochures are distributed annually (circulation of 30,000) to city residents, with an additional distribution of 1,500+ to non-city residents.



Tennis lessons

Activities

Programs and activities offered by the Eau Claire Parks and Recreation Department will be structured according to the following guidelines:

- ◆ A variety of activities will be offered to meet the needs of the community, including cooperative programming with other agencies.
- ◆ The program emphasis will be to encourage participation and to teach life-long skills to people of all ages and abilities.
- ◆ 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.
- ◆ Free activities will be included in program offerings.

Three full-time employees and a half-time temporary assistant direct the programming. 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 18 different playground sites in the summer and 17 different skating rink sites in the winter.

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

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

2001 Enrollment Figures - for some of our most popular programs

Instruction

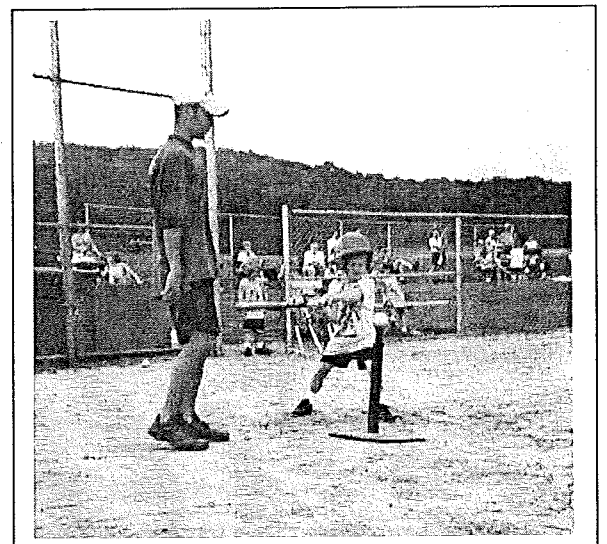
Preschool Programs	142
Adult Golf	127
Youth Gymnastics	427
Youth Tennis	208
Youth Karate	105
Youth Golf	103
Youth Art	517
Hockey Clinic	222



Youth golf instruction

Athletic Programs (2001-2002 season)

Men's Hockey	88
Men's Basketball	111
Adult Volleyball	2489
Youth Baseball	330
Youth Basketball	216
Youth Hockey	268
Youth Soccer	525



T-Ball

Indoor Aquatics

Youth Swim Lessons 2,828

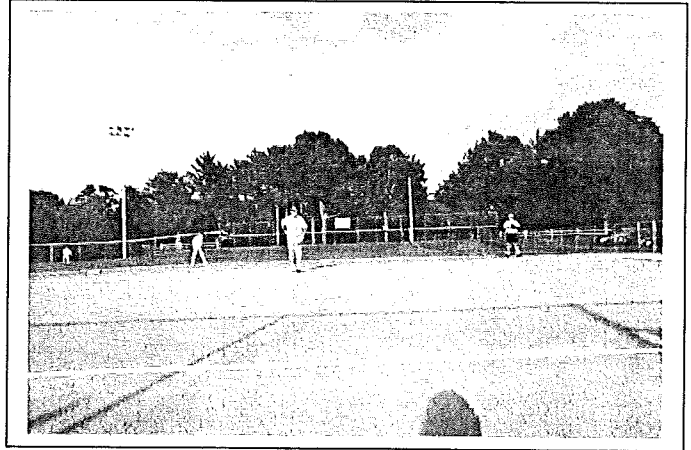
Adult Water Fitness 243

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

Softball Programs

Adult Softball 1,611

Girls Fastpitch 148

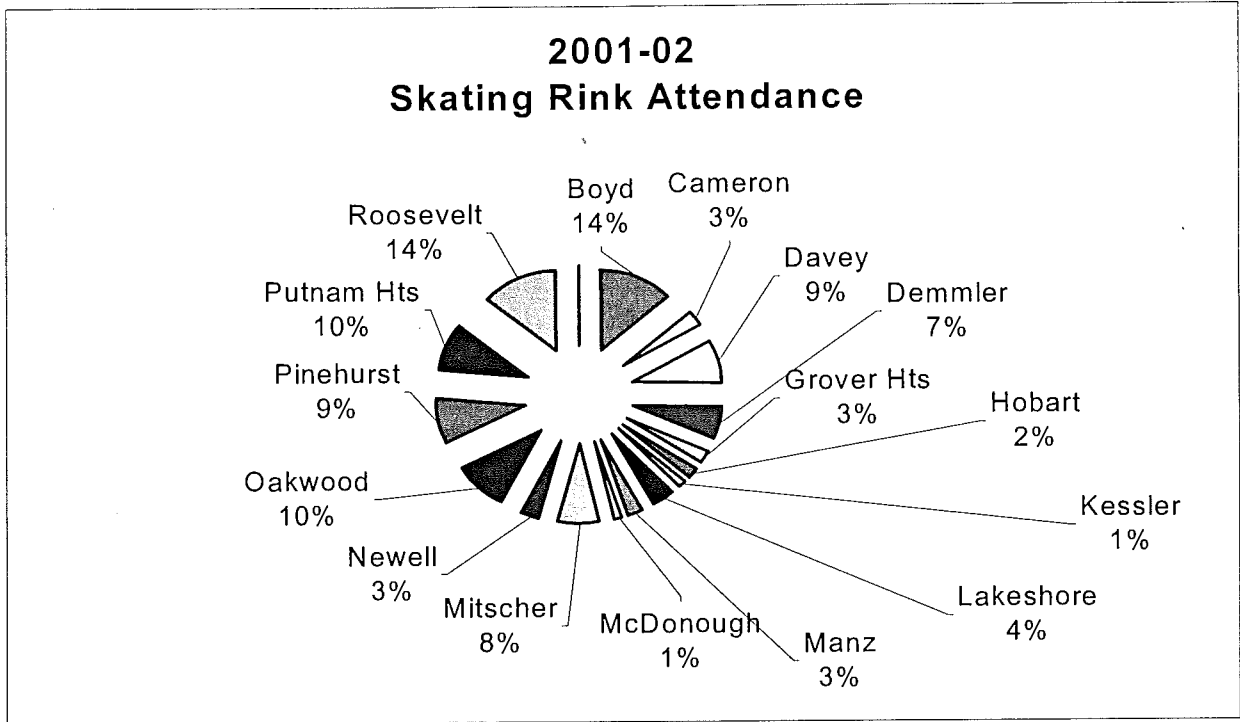


Adult softball

Community Programs

- ◆ Approximately 50 different organizations utilize the Community Center as a meeting site on a regular basis.
- ◆ Approximately 1,350 meetings scheduled in 2001 at the Community Center by community groups.
- ◆ Average weekly attendance at Par-te-Rec, a program for the cognitively and physically disabled is 100+.
- ◆ The Community Center is also used by the Recreation Division for training and staff orientations. Some recreation programs, such as dance classes, art classes, baton classes are also held at the Community Center.
- ◆ Summer community programs in Owen Park include Municipal Band concerts and a free family movie series.



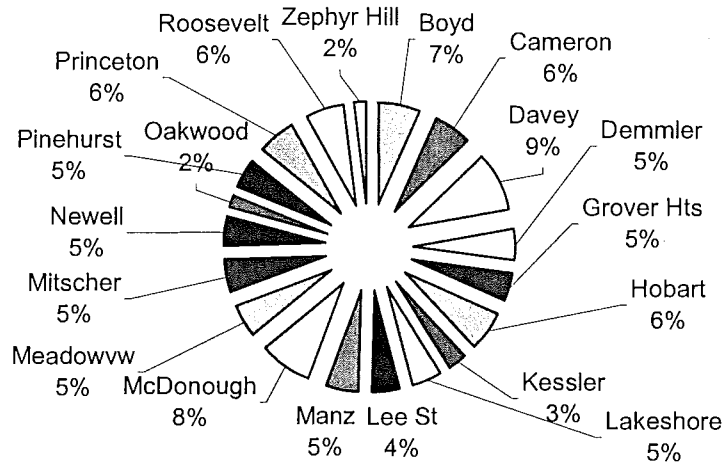


- ◆ Boyd- #1 site average 39 skaters per day
- ◆ Total attendance in 2001-02 was 10,140



Annual winter skating games

2001-02
Neighborhood Playground Program



- ◆ Manz #1, averaging 34 kids/day
- ◆ Total attendance in 2001 = 14,353



Summer playground program at Boyd Playground

Facilities

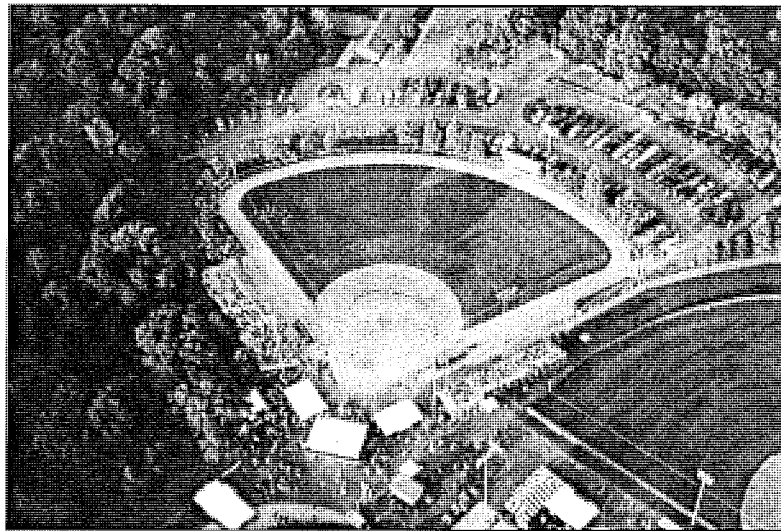
- ◆ Hobbs Municipal Ice Center
- ◆ Fairfax Park Municipal Swimming Pool
- ◆ Parks and Recreation Community Center
- ◆ School Facilities (swimming pools, athletic fields, gyms)
- ◆ 18 neighborhood playgrounds (eight-to ten-week summer session); activities include games, arts and crafts, special events
- ◆ 17 supervised neighborhood skating rinks
- ◆ Program for special needs children offered at Putnam Heights School

Equipment

With the exception of the equipment located at the Ice Center and the Outdoor Pool, the recreation division only uses recreation equipment.

CIP Highlights

The Recreation Division has submitted specific CIP requests for the Fairfax Pool and the Hobbs Municipal Ice Center. Since other needs are generally in the area of improvements to recreation facilities, they are submitted through the park maintenance division requests.



Opening ceremonies for ISC Fast Pitch Tournament at Gelein Field

Forestry Division Operation Highlights



Arboretum at Carson Park

- ◆ Christmas Tree Recycling
- ◆ Arbor Day programs at area elementary schools
- ◆ City-wide beaver trapping
- ◆ In-City deer hunting season
- ◆ Boulevard Shade Tree Replacements, (750/year) – loss rate less than 2%
- ◆ Rebates (150/year)
- ◆ Public Improvement Projects
- ◆ Accident Replacement (10/year)

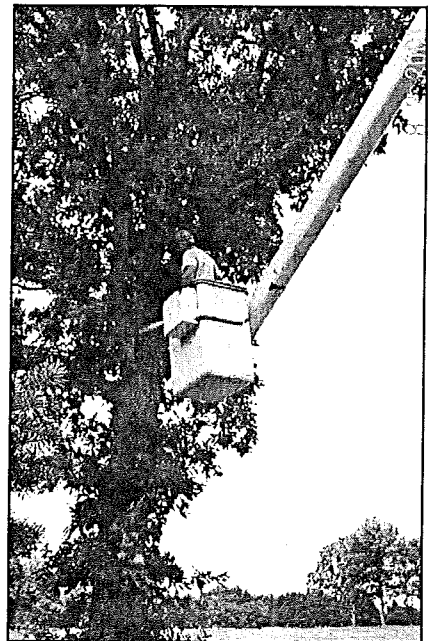
Activities

Service Area

- ◆ Boulevard (310 miles of streets)
- ◆ Residential lots
- ◆ Commercial Properties
- ◆ Parks
- ◆ Riverbanks
- ◆ Bike Trail
- ◆ Parking lots
- ◆ Wood lots
- ◆ Miscellaneous wooded areas

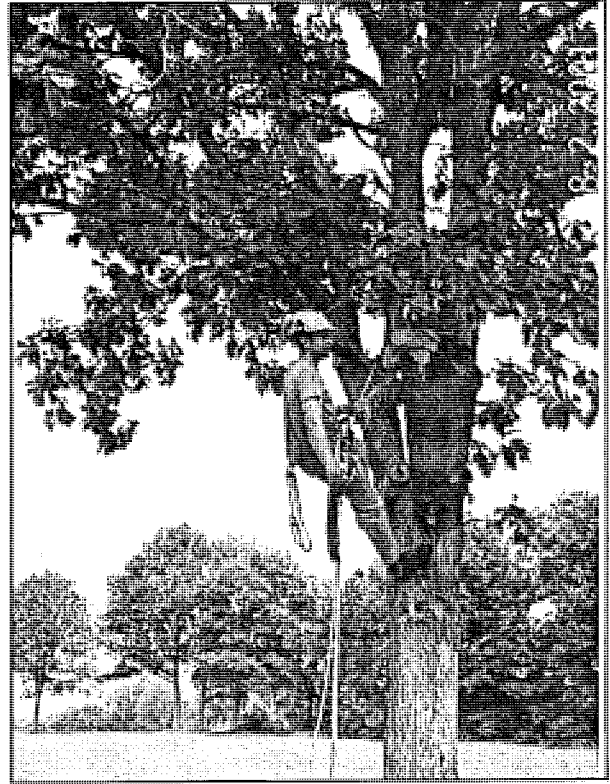
Tree Maintenance on Public Property

- ◆ Tree removals (200/year)
- ◆ Pruning of trees (1,000-4,000/year)



Tree trimming with Forestry's aerial truck

- ◆ Hazard Abatement (300/year)
- ◆ Tree planting (750/year)
- ◆ Watering trees (1,500/year), as necessary
- ◆ Disease and insect control
- ◆ Storm damage clean-up
- ◆ Navigational buoys – Riverview Park
- ◆ Disposal of wood waste
- ◆ Stump routing on public property (200/year)
- ◆ 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
- ◆ Street improvement projects – daily inspection, pruning, root pruning, consultation with abutting property owners and engineering personnel



Forestry crew tree trimming with climbing equipment

Private Property Consultation with Residents

- ◆ Oak Wilt Disease (175/year)
- ◆ Dutch Elm Disease (50/year)
- ◆ Landscape planning (20/year)
- ◆ Plant selections (120/year)
- ◆ Ordinance enforcement (100/year)
- ◆ Insect infestations (100/year)
- ◆ Disease management and control (300/year)
- ◆ Hazard assessments (varies)
- ◆ Nuisance animals (20/year)
- ◆ Pesticide and fertilization advice (20/year)
- ◆ Cabling and bracing advice (10/year)
- ◆ Timber stand improvements
- ◆ Street/sidewalk improvements that affect tree health



Brush removal along trail

Outside Organizations

WDNR – Annual in-City deer hunt; grant programs, Tree City USA; Seminars

USDA – Gypsy moth trapping; other insect and disease programs

Xcel Energy – Tree planting and 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 & shrub maintenance

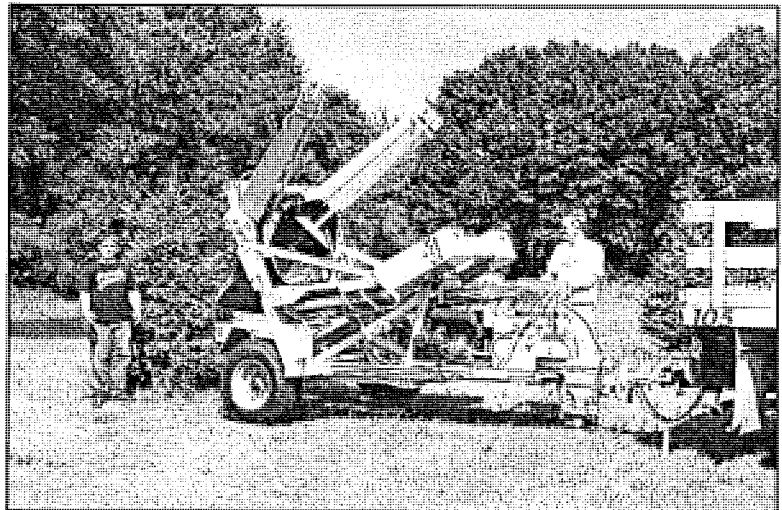
Schools – Arbor Day programs; nature trail planning, landscaping; plant material purchases

Facilities

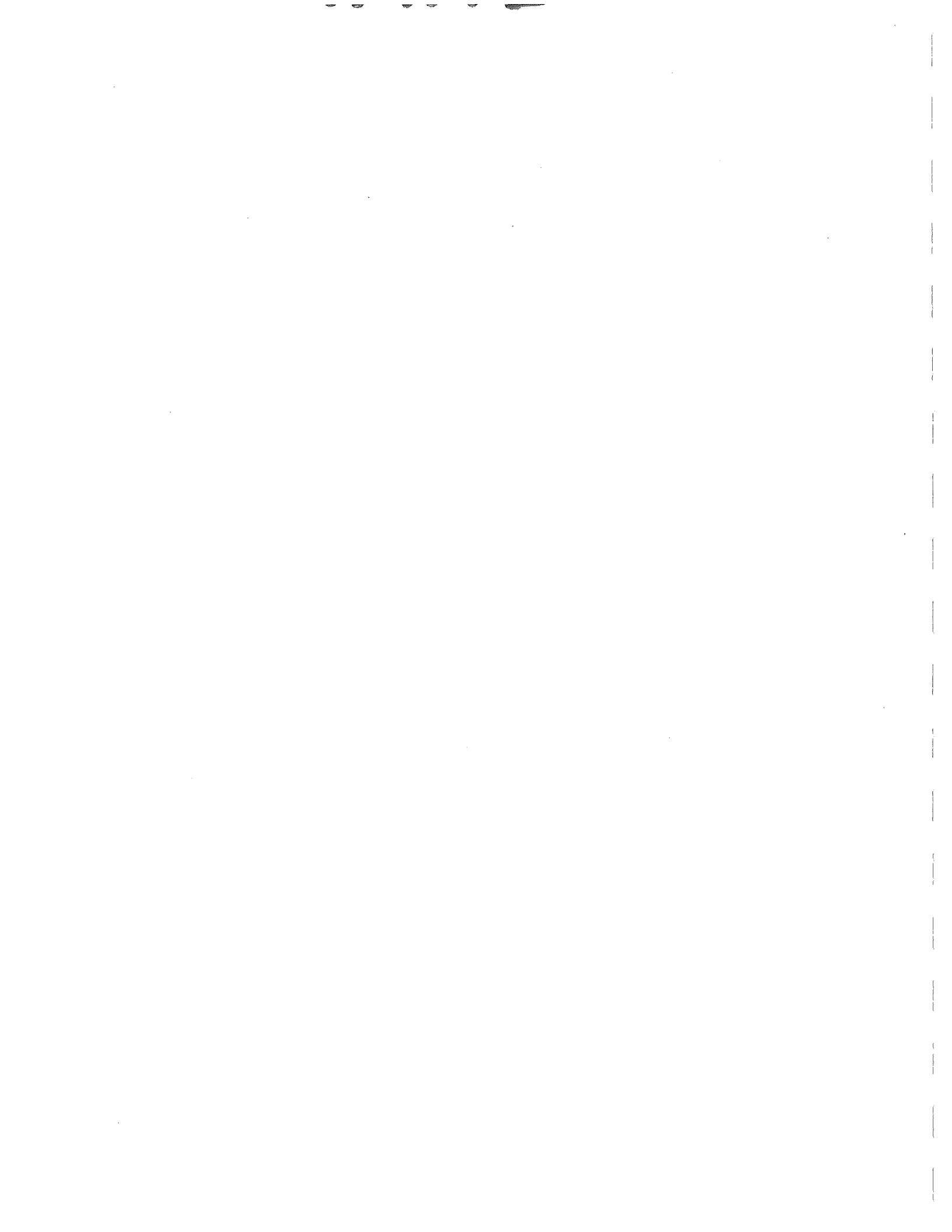
The Forestry Office area is located at 1040 Forest Street in conjunction with the Parks Maintenance Division.

Equipment

- ◆ 1 aerial basket (60')
- ◆ 1 tri-axle truck (w/Prentice Loader)
- ◆ 2 pick-up trucks
- ◆ 2 brush chippers
- ◆ 1 stump router
- ◆ Chain saws
- ◆ 1 Vermeer Tree Spade

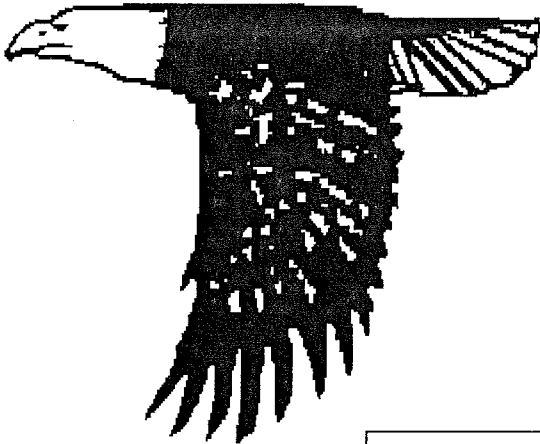


Transplanting tree with new tree spade



POLICE DEPARTMENT

The mission of the Eau Claire Police Department is to provide the best police services through the most effective and efficient means possible. Those means will embody the following characteristics: Caring, integrity, commitment, and common sense to direct the efforts of the department at securing both the cooperative trust and safety of the Eau Claire community.



The City of Eau Claire Police Department consists of 5 divisions:

- ◆ Administration
- ◆ Administrative Services
- ◆ Patrol Division
- ◆ Detective Division
- ◆ Communication Center

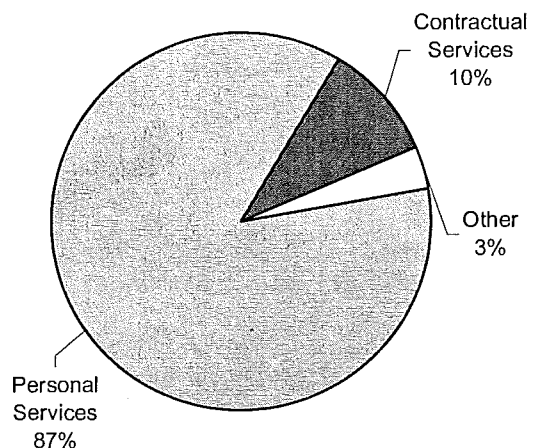
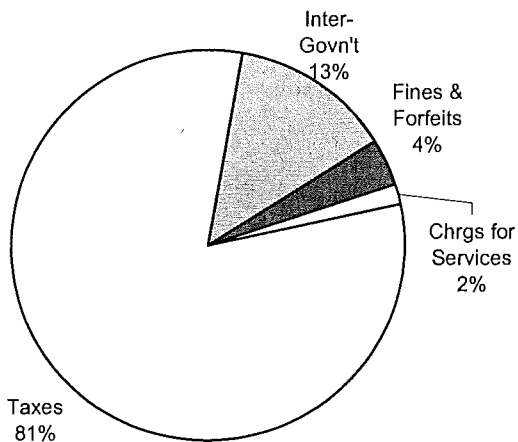
Programs & Services

The Police Department provides service to the community through both traditional and innovative approaches. Officers are dispatched by radio to calls for service and to investigate violations of Federal, State and Local laws and ordinances. This is supplemented by two Community-Oriented Policing areas with satellite offices and special initiatives. These include the Multi-Agency Response Team for Youth, the Coalition for Youth, the “Click It, Why Risk It?” and “Red Light Running” traffic grant programs.

- ◆ The City of Eau Claire is patrolled 24-hours daily with emergency response.
- ◆ The City-County Joint Communication Center also provides 24-hour coverage.
- ◆ Community Policing is concentrated in districts with high demands for service, but is encouraged for officer participation throughout the city.
- ◆ The Department conducts extended investigations, including a regional polygraph service and participation in the West Central Drug Enforcement Group.
- ◆ The Special Services Bureau produces “Crime Line”, an award-winning program of crime prevention and community update for the area.
- ◆ The Department works closely with the community through the Eau Claire Coalition for Youth and the Hmong Community Liaison Specialist.

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 <u>Adopted Budget</u>	2003 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intergovernmental:				
Federal Aid-Other	\$ 53,408	\$ -	\$ -	
State Aid-Mun. Services	288,815	291,600	386,100	32%
Comm. Center Reimburse.	899,788	940,500	1,016,900	8%
Licenses & Permits	6,069	5,900	54,750	828%
Fines & Forfeits:				
Court Penalties & Costs	221,525	206,250	225,000	9%
Parking Violations	198,576	150,000	228,750	53%
Charges for Services:				
Police Dept. Fees	207,787	45,000	25,000	-44%
Liason Officer Reimburse.	92,630	94,500	144,100	52%
CDBG funding	91,064	84,200	85,900	2%
Gen. Purpose (tax) Rev.	8,164,301	8,733,550	9,149,400	5%
Total Revenues	\$ 10,223,962	\$ 10,551,500	\$ 11,315,900	7%
Expenditures				
Personal Services	\$ 8,669,825	\$ 9,124,100	\$ 9,790,500	7%
Contractual Services	1,078,437	1,034,400	1,130,700	9%
Utilities	51,755	57,500	61,700	7%
Fixed Charges	140,081	144,400	144,400	0%
Materials & Supplies	223,108	191,100	188,600	-1%
Capital Outlay	60,755	-	-	
Total Expenditures	\$ 10,223,962	\$ 10,551,500	\$ 11,315,900	7%



Budget Overview

REVENUES

Additional School Support for Liaison Officers – There are 4 liaison officers assigned to the public middle and high schools. In the past the School District has provided ½ of the funding for 3 of the officers. In 2003, the School District will provide ½ of the support for the fourth officer.

EXPENDITURES

CONTRACTUAL SERVICES

Computer maintenance charges for the Police Department and the Communication Center are increasing by a total of \$41,300 for the new HTE computer aided dispatch and reporting system.

UTILITIES

The Communication Center's phone line costs are increasing by \$4,200 to control the radio equipment being installed on the Mt. Washington tower. The equipment will improve radio coverage on the West/Southwest side of the City and County. The County reimburses the City for 70% of all the Communication Center's expenses.

CAPITAL OUTLAY

Capital Improvements of high priority for the present time include:

- A new police dog to be brought on before Arko finishes his effective career. The CIP includes \$11,000 for purchasing and training a replacement dog.
- Live scan fingerprints, digital scanners to capture fingerprints from suspects in digital form for immediate submission to the Automated Fingerprinted Identification System (AFIS). A grant has been received to assist with the purchase and implementation of the system.

Expenditures by Division

Administration

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 147,675	\$ 167,000	\$ 71,370	\$ 167,000	\$ 177,500
Contractual Services	264,462	307,500	146,735	307,500	335,000
Utilities	4,642	3,600	1,473	3,600	3,600
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	40,633	36,000	32,549	36,000	36,000
Capital Outlay	7,333	-	-	-	-
Total Expenditures	\$ <u>466,545</u>	\$ <u>515,900</u>	\$ <u>253,026</u>	\$ <u>515,900</u>	\$ <u>553,900</u>

Administrative Services

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 1,079,650	\$ 1,123,000	\$ 505,555	\$ 1,126,100	\$ 1,221,400
Contractual Services	205,734	43,000	80,676	300,800	43,000
Utilities	9,118	7,700	2,095	7,700	7,700
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	29,767	39,300	13,784	40,500	39,300
Total Expenditures	\$ <u>1,335,769</u>	\$ <u>1,224,500</u>	\$ <u>607,859</u>	\$ <u>1,486,600</u>	\$ <u>1,322,900</u>

Patrol Division

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 4,997,972	\$ 5,407,300	\$ 2,442,636	\$ 5,413,300	\$ 5,737,300
Contractual Services	430,388	469,400	198,277	469,400	524,400
Utilities	11,016	10,600	2,904	10,600	10,600
Fixed Charges	98,900	98,900	49,450	98,900	98,900
Materials & Supplies	103,501	84,600	57,511	140,300	82,100
Capital Outlay	29,228	-	-	-	-
Total Expenditures	\$ <u>5,671,006</u>	\$ <u>6,070,800</u>	\$ <u>2,750,778</u>	\$ <u>6,132,500</u>	\$ <u>6,453,300</u>

Expenditures by Division

Detective Division

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 1,432,060	\$ 1,378,400	\$ 738,532	\$ 1,378,400	\$ 1,515,200
Contractual Services	106,895	122,200	53,091	122,200	122,200
Utilities	9,593	8,300	2,584	8,300	8,300
Fixed Charges	27,500	27,500	13,750	27,500	27,500
Materials & Supplies	38,221	20,400	7,786	39,800	20,400
Capital Outlay	24,194	-	-	8,000	-
Total Expenditures	\$ <u>1,638,465</u>	\$ <u>1,556,800</u>	\$ <u>815,743</u>	\$ <u>1,584,200</u>	\$ <u>1,693,600</u>

Communication Center

	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6 Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Personal Services	\$ 1,012,468	\$ 1,048,400	\$ 434,238	\$ 1,048,400	\$ 1,139,100
Contractual Services	70,957	92,300	42,385	92,300	106,100
Utilities	17,386	27,300	14,536	27,300	31,500
Fixed Charges	381	4,700	2,350	4,700	4,700
Materials & Supplies	10,985	10,800	4,459	10,800	10,800
Total Expenditures	\$ <u>1,112,178</u>	\$ <u>1,183,500</u>	\$ <u>497,968</u>	\$ <u>1,183,500</u>	\$ <u>1,292,200</u>

Staffing

Administration

	2001	2002	2003
Police Chief	1.00	1.00	1.00
Police Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>2.00</u></u>	<u><u>2.00</u></u>	<u><u>2.00</u></u>

Administrative Services

	2001	2002	2003
Deputy Chief/Captain	1.00	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	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>
Total FTE Positions	<u><u>17.00</u></u>	<u><u>17.00</u></u>	<u><u>17.00</u></u>

Patrol Division

	2001	2002	2003
Deputy Chief/Captain	1.00	1.00	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	<u>59.00</u>	<u>59.00</u>	<u>59.00</u>
Total FTE Positions	<u><u>74.00</u></u>	<u><u>74.00</u></u>	<u><u>74.00</u></u>

Staffing

Detective Division

	2001	2002	2003
Deputy Chief/Captain	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00
Sergeant	2.00	2.00	2.00
Investigator	14.00	14.00	14.00
Total FTE Positions	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>

Communication Center

	2001	2002	2003
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.

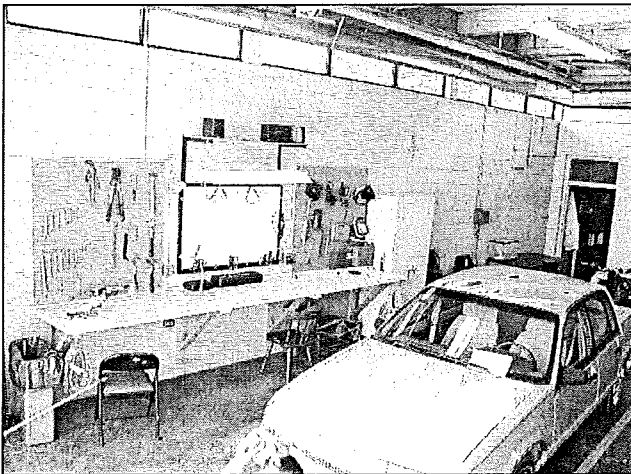
Administrative Services Operation Highlights

The Administrative Services Division provides logistical, technical and archival support for the rest of the department and other agencies. Employees of the Division maintain records, secure evidence, provide court services for initial appearances, mediate parking tickets and produce “Crime Line”, the department’s award-winning cable cast program. They also coordinate with the Purchasing Division to secure needed supplies and equipment and monitor the budget process.

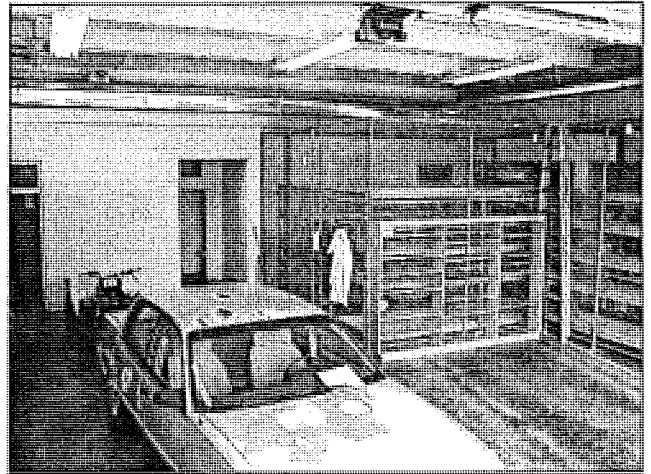
Activities

Property Control

Legal requirements for a clear “chain of custody” force secure storage of evidence with strictly limited access. For major cases, evidence may need to be maintained for many years. Currently, the department has four locations for such storage; a small area inside headquarters, former Fire Station 9 has been converted to provide some secure storage, a garage area next to Parks and Recreation and in a rental unit.



Evidence processing area at old Station 9.



Evidence storage at old Station 9, 2000 Sixth Street, showing a recovered stolen car and an ATV.

Records Section

Maintenance of all reports, photographs and documents collected or generated by the Police Department are handled through the Records Section. Longer reports are dictated and taped by both detectives and patrol officers and transcribed by Law Enforcement Support Assistants (LESAs), a very large volume of work. The LESAs are cross-trained and periodically they realign assignments. Seven of the nine LESAs rotate to the front counter assignment, a position at which they are the first contact for walk-in customers. The Section will be working on the transition to HTE software for records management and Computer-aided dispatch. This will be discussed in more detail in the Communications Center section.



The chart below illustrates the distribution of the many tasks assigned to the Law Enforcement Support Assistants.

LAW ENFORCEMENT SUPPORT ASSISTANT TASKS

DESK 1
 Enters all non-part one offenses (minor crimes) where there is an arrest
 Enters all theft cases
 Daily telephone contact with the public
 Daily Detective and Patrol Division typing

FRONT COUNTER ROTATION

DESK 2
 Fingerprint cards
 General offense coding
 Daily telephone contact with the public
 Daily Detective and Patrol Division typing

FRONT COUNTER ROTATION

DESK 3
 Fingerprint cards
 Enters Ordinance Citations
 Produces letters associated with traffic and ordinance citations
 Oversees digital photo images and the electronic mugshot system
 Daily telephone contact with the public
 Daily Detective and Patrol Division typing
FRONT COUNTER ROTATION

DESK 4
 All court work, criminal histories, arrests
 Pretrial conferences, subpoenas, etc.
 Oversees document scanning and the document imaging system
 Daily telephone contact with the public
 Daily Detective and Patrol Division typing

FRONT COUNTER ROTATION

DESK 5
 Enters violent crimes and all other part one offenses (major crimes)
 Detective Division briefing notes
 Enters Field Contacts
 Daily telephone contact with the public
 Daily Detective and Patrol Division typing

FRONT COUNTER ROTATION

DESK 6
 Enters data on cases without reports
 Answers all requests for copies received by mail
 Enters traffic citations
 Enters general coding cases
 Daily telephone contact with the public
 Daily Detective and Patrol Division typing
FRONT COUNTER ROTATION

DESK 7
 Sorts daily reports (routes to other desks)
 Handles all requests for photographs
 Oversees digital imaging
 Enters theft cases
 Daily telephone contact with the public
 Daily Detective and Patrol Division typing

FRONT COUNTER ROTATION

DESK 8 (DETECTIVE DIVISION)
 All telephone calls directed to the Detective Division
 Primary typist for Detective Division reports
 Routes all Detective paperwork to the District Attorney, Juvenile Intake, Human Services and other agencies.
 Updates case status and enters supplemental information for each case.

DESK 9 (SPECIAL SERVICES BUREAU)
 All telephone calls directed to the Bureau
 Enters all traffic crash reports
 Enters all traffic warnings with case numbers
 Handles all Citizen Report forms
 Handles response to missing reports
 Tabulates alarm responses for billing
 Runs some background checks

Special Services Bureau

The Special Services Bureau is responsive to community educational needs, coordinates all training for employees, and produces the “Crime Line” program. The Police Reserve Corps is attached to the Special Services Bureau. Also assigned to Special Services are the Hmong Community Liaison Specialist and the Eau Claire Coalition for Youth. They both work extensively throughout the department and with community members and service organizations. Their work is vital to maintain and improve the quality of life for residents of Eau Claire.



The Court Officer is the Department’s representative in Circuit Court and City prosecutor-related proceedings. This involves handling all initial appearances for civil forfeitures and assisting City Attorneys in pre-trial conferences. This assignment also involves applications for arrest warrants and other processes and close cooperation with the District Attorney’s office and other agencies.

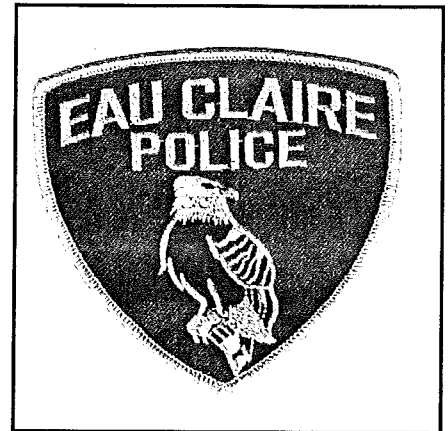
Training Officer Colleen Kuehn installs a child seat in a resident’s vehicle. Since 2001, the department’s trained technicians have installed 237 seats.



National Night out on Crime, 2002: Reserve Officers Peterson and Halbleib and Officers Kuehn and Schneider fingerprint children for their parents.

Patrol Division Operation Highlights

The Patrol Division is responsible for providing traditional police services, and also for response to the vast majority of community issues directed to the department. As the most visible local government agents patrol officers are available at all hours to respond to calls for service, provide information, investigate crimes and mediate disputes.



Activities

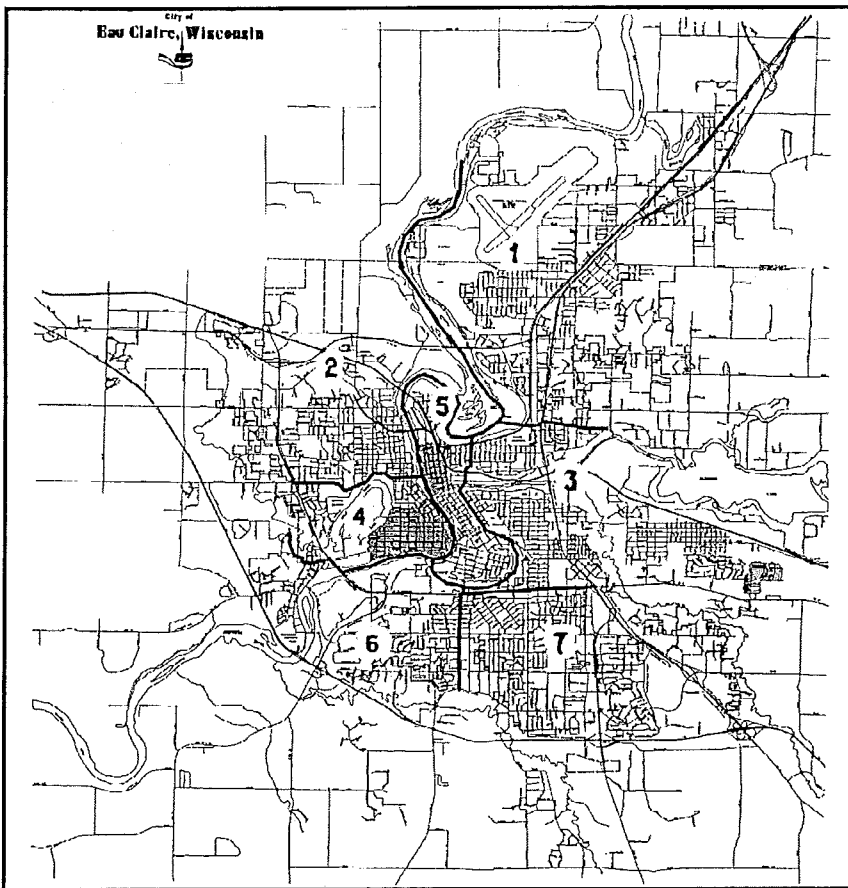
In order to provide 24-hour service, the Patrol Division is organized into four shift teams. The three main teams have about sixteen officers per team. Each team conducts two, fifteen-minute briefings before the shifts change at 7:00 a.m., 3:00 p.m. and 11:00 p.m. This two briefing system allows coverage between shifts so that the late squads (roughly half of the officers) remain on duty until the following shift's early officers begin patrolling. The fourth group of officers (six officers) form an overlap shift that has its own briefing and begins patrol at 7:00 p.m. These hours provide additional staffing during the hours that generally have a heavier caseload and more serious cases. The department is staffed for basic police coverage. Special events and unanticipated emergencies require that officers be called in for overtime.



Officers Steve Kunstman and Bill Slaggie investigate a crash at S. Hastings Way and Valmont Ave. during a recent afternoon.

The current day-off rotation in the Patrol Division (five on, two off; five on, three off) means that two out of every three officers are working on any given day. The third officer is off duty. The result is that of the sixteen officers on the day shift, ten or eleven are on duty. Summer vacations, inservice training, and sick leave often limit staffing levels.

For patrol purposes, the city is divided into seven areas with an officer assigned to each area during each shift. Any additional officers are assigned special tasks or larger segments of the city overlapping the seven areas. The areas are apportioned to attempt to equalize the number of calls per shift. This results in some areas being relatively larger in size.

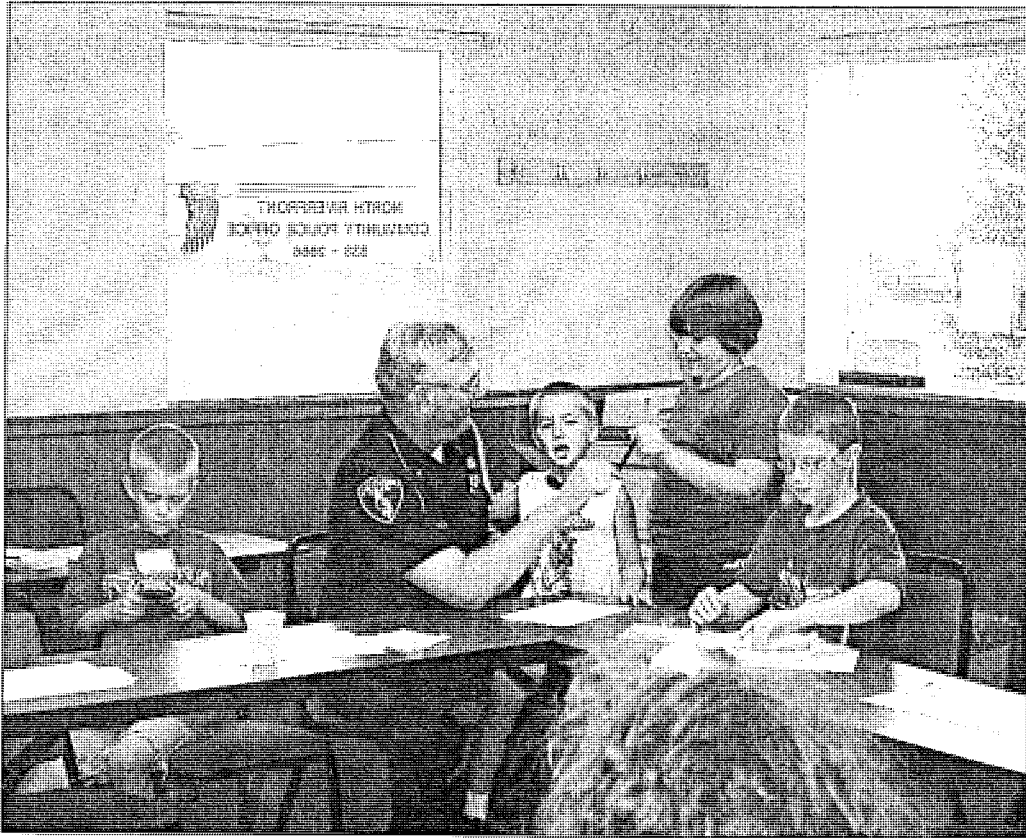


This map illustrates the seven police patrol areas. The two Community-Oriented Policing districts are shown as darker areas near the City Center.

Patrol officers provide the initial response and investigation to any kind of criminal, traffic or civil case. The officers are selected and trained for both independent action and coordinated response. Each officer is considered the Incident Commander for his call unless relieved; additional officers responding must integrate their actions with those of the primary officer. Increasing traffic pressure in the city will impact on manpower needs and overtime budgeting. Technical advances can address some of these issues on a temporary basis, but ultimately maintaining service levels requires adequate personnel levels.

Community Oriented Policing

The four Community Oriented Policing officers (COPs) are also a part of the Patrol Division. Two of them are assigned to the North Riverfront area and two to the Historic Randall Park area. They work closely with their neighborhood associations to address specific problems and issues. These two districts were selected based upon the higher incidence of calls for service.



Chief McNally does some Community-Oriented Policing at the office on N. Farwell St.

Special Operations Section (S.O.S.)

The Special Operations Section (S.O.S.) consists of three officers and one supervisor. This unit will typically work evening hours but they have a flexible schedule. They will concentrate on specific problems within the city. As an example, this unit may work on gang issues, thefts or traffic problems as needed.

Community Service Officers

Community Service Officers (CSO's) are also attached to the Patrol Division. These are part-time, non-sworn officers. They have authority to issue parking tickets and ordinance citations and perform parking control and animal control duties. They photograph and fingerprint the majority of arrested persons and fingerprint civilians for background checks. This frees sworn officers from these time-consuming tasks and results in more cost-effective delivery of services.



CSO Mayer tickets a parking violator



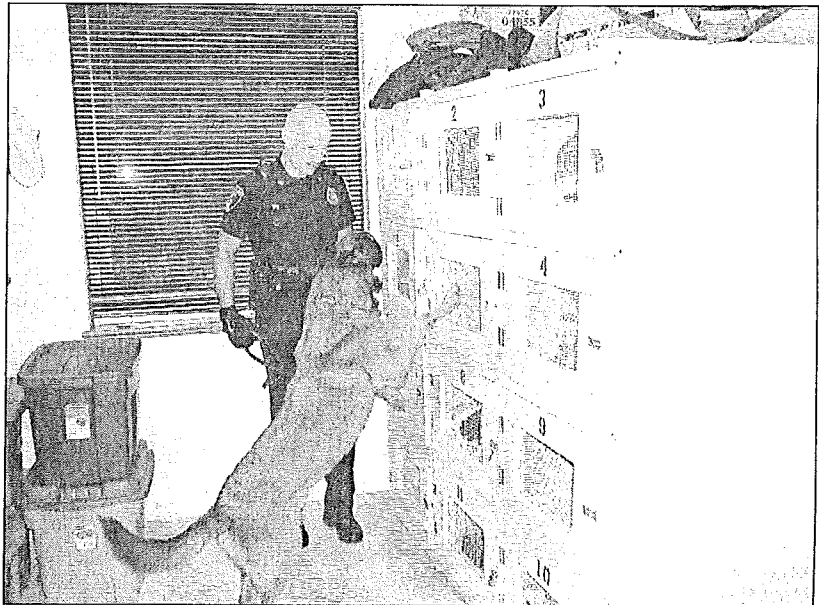
CSO Overboe baits a live trap for wild strays



CSO Overboe introduces a dog to the Animal Shelter

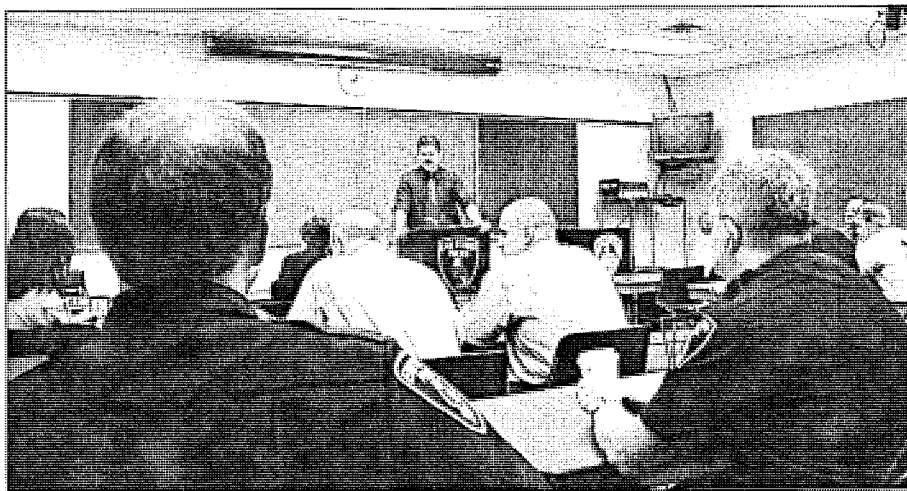
K-9 Program

The Eau Claire Police Department has had a K-9 program since 1990. Marko, our first K-9 officer, served until his death in 1995. His successor, Arko, has served since 1996 and continues to function as a drug detection and patrol dog. Arko and his handler also assist other agencies on request with approval of the Commanding Officer. They assist with search warrants and searches for concealed or fleeing suspects. The use of a K-9 in the Patrol Division is an efficient use of city resources and greatly enhances the safety of the other officers. Arko's age necessitates that we plan for his replacement in the near future.



K-9 Arko alerts during a drug search exercise

Detective Division Operation Highlights



The Detective Division holds meetings twice weekly to share information within the department and with other area agencies.

The Detective Division concentrates on criminal investigations usually initiated in the Patrol Division. They use techniques such as Polygraph examinations and coordination with the State Crime Laboratories and their Automated Fingerprint Identification System to identify suspects. Digital photographic imaging and advanced video surveillance technology help document evidence and identify suspects. The detectives also monitor pawn and secondhand stores looking for stolen property.

Activities

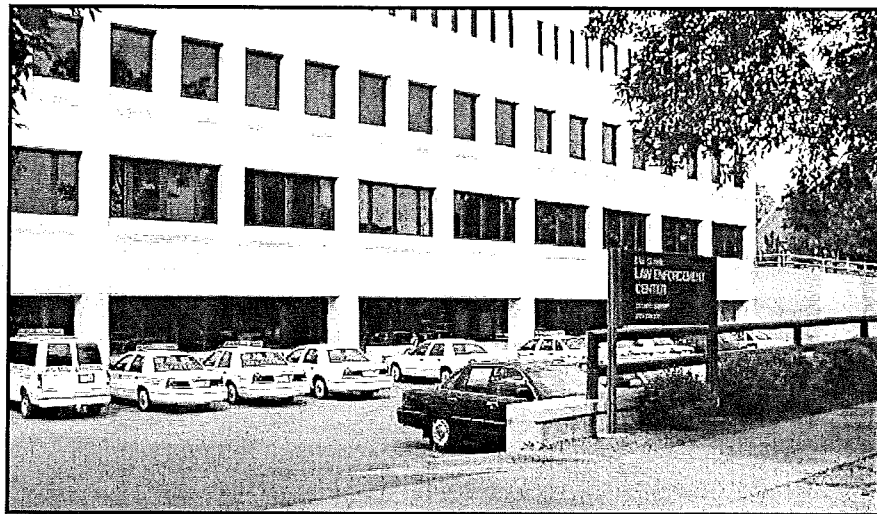
The Division is organized by specialties. The supervisors assign cases based on the type of crime involved and solvability factors.

- ◆ White Collar Crimes: Financial crimes, forgeries, counterfeiting, embezzlement.
- ◆ Youth Aid Section: Crimes committed against children and delinquencies committed by children.
- ◆ Police-School Liaison Officers: Four officers are assigned to the two high schools and three middle schools of the Eau Claire School District.
- ◆ Polygraph Section: Performs “truth verifier” examinations of suspects in local cases and, on request, for other agencies investigating major crimes.
- ◆ General Section: Crimes not otherwise designated, such as homicide, theft, assault, sexual assault, criminal damage, extortion, harassment and arson.

Facilities

- ◆ Secure storage, 2010 Sixth Street
- ◆ Garage space, 559 N. Hastings Way
(Fire Station 10)
- ◆ Blue Valley Range and Training Facility,
6833 Crescent Avenue
- ◆ C.O.P. 4 Office, 408 Water Street
- ◆ C.O.P. 5 Office, 414 N. Farwell Street

*Police Headquarters
740 Second Avenue*



Equipment

- ◆ 14 Unmarked squad cars, equipped with radios, and equipment
- ◆ 21 Marked squad cars, equipped with Mobile Data Computers, radios and equipment
- ◆ 3 Animal control and parking enforcement vehicles
- ◆ 1 Tactical response vehicle
- ◆ 1 Evidence technician van
- ◆ 1 Special Services Bureau van
- ◆ Smith & Wesson model 1076 handguns, Remington 870 shotguns, other firearms

Communication Center Operation Highlights

The Eau Claire Emergency Communication Center provides 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.

Activities

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. There is a minimum of three people on duty at all times, sometimes there are four.

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 2001 data.

2001 Communication Center Data		
Case numbers assigned	58,028	
Incidents tracked in CAD	Unavailable	*
911 calls received	14,040	
Non-emergency calls	198,878	
Radio receives	Unavailable	*
Radio transmissions	Unavailable	*
*Operating system changes made these numbers unavailable.		

The Communication Center provides the following services:

- Answers telephones, radios, faxes
- Dispatches calls for service, emergency and non-emergency, through the CAD system
- Pages out emergency units
- Assigns case numbers and tracks each case – from receipt through dispatch through arrival through clear
- Monitors critical incidents
- Maintains daily logs
- Follows Emergency Medical Dispatch procedure
- Maintains/monitors 20-minute timer
- Provides weather watch and warning functions (includes county wide siren activation)
- Emergency government link
- Public and agency resource center
- Central TIME system computers provide driver status, vehicle registration, probation/parole status, and criminal history
- Maintains sex offender files, warrant files, runaway files, and stolen files, and more...

Eau Claire Communication Center: Agencies Served

POLICE	FIRE	EMS/Ambulance
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	DNR Fire	Gold Cross
DNR Wardens	Chippewa Valley Airport Fire	Mayo I
	Boyd Fire	Boyd Ambulance
	Mondovi Fire	Mondovi Ambulance
	Stanley Fire	Town of Union
		Town of Washington
		Town of Seymour

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 databases and records programs that are needed in public safety dispatch. A voice-logging machine records all the radio and telephone traffic.



This photo shows three of the four consoles in the Communication Center. Also shown are the three computers needed to handle the technology for each station. The photograph does not show the servers, which are located in another room.

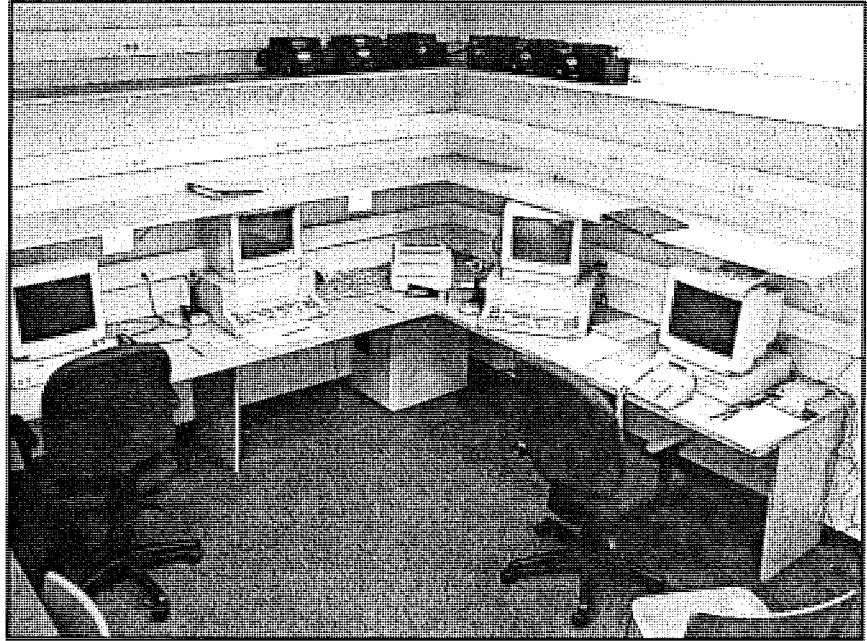
The current Communication Center is located in the Eau Claire County Courthouse. Remodeling was finished and occupancy taken on November 1, 1994. There are four console positions located in a large main handicapped accessible dispatch area. The Director's office, equipment room, a small locker room, kitchen, and a rest room make up the rest of the facility. Enhanced 9-1-1 was implemented countywide in July of 1999.

The Enhanced 9-1-1 system supplies the Telecommunicator with a caller's name, address, and telephone number and suggested response (law enforcement, fire, EMS) as soon as the 9-1-1 call is answered. This system is interfaced with the Center's computer aided dispatch system to provide a one-button transfer of data once verification has taken place. Important to note is that the caller experiences seven seconds of silence from the time he/she finishes dialing 9-1-1 until the first ring is heard. This is due to the routing equipment that brings the call to our center in the first place. Once dialing has been completed, the call will go through complete with identifying information whether or not the caller stays on the line past that point.

The Communication Center staff utilizes 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 acts as a resource center for public safety agencies and the community.

Back-up Communication Center

In the event the main Communication Center would have to be abandoned, there is a back-up Center located in the Eau Claire Fire Department's west-side station. The backup center is a fully functional facility that would allow temporary countywide service on a very basic level. This center was brought on line in December of 1999.



Facilities

- ◆ The Communication Center is located on the first floor of the Law Enforcement Center above Police Headquarters.
- ◆ The backup Communication Center is located in Fire Station 9, at 3611 Campus Drive.

Equipment

The Communication Center is extremely dependent on technology. Technological advances have made it difficult to provide service if one or more parts of the system fail. This was made obvious by the preparations for "Y2K".

Equipment Replacement

An equipment replacement account was established in the Land, Building and Equipment Fund of the Capital Improvement Plan to replace computers, file servers, printers, headsets and other miscellaneous equipment related to the operations of the Communication Center. This program is funded by annual contributions of \$35,000 for the City and County at a 30% / 70% ratio.

CIP Highlights

- ◆ A cooperative City – County effort to upgrade the radio system and infrastructure.
- ◆ Add a Mobile Data Computer (MDC) tower site in the county
- ◆ Addition of two radio receivers at the Mt. Washington site in 2003
- ◆ A new Public Safety Software system was purchased in 2002. It consists of an integrated Computer Aided Dispatch (CAD), Records Management System (RMS), Fire and Jail Administration software. The system will be implemented in early 2003.
- ◆ Relocate mobile data computer hardware from the Courthouse to the tower at Mt. Tom
- ◆ Upgrade radio consoles from DOS-based operating system to Windows NT in 2005

FIRE DEPARTMENT

Eau Claire Fire Rescue 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 14-county area of West-Central Wisconsin. The Department Administrative offices are located at 216 South Dewey Street.



Eau Claire Fire Rescue consists of 3 divisions:

- ◆ Fire Administration
- ◆ Fire Operations
- ◆ Fire Inspections

Programs & Services

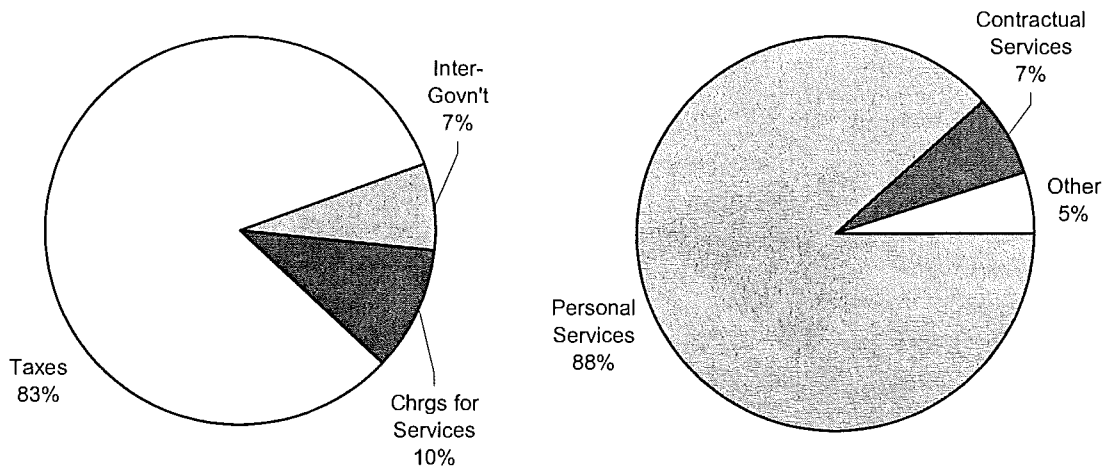
(24 Hours per day, 365 days per year)

- 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



Overview of Revenues and Expenditures

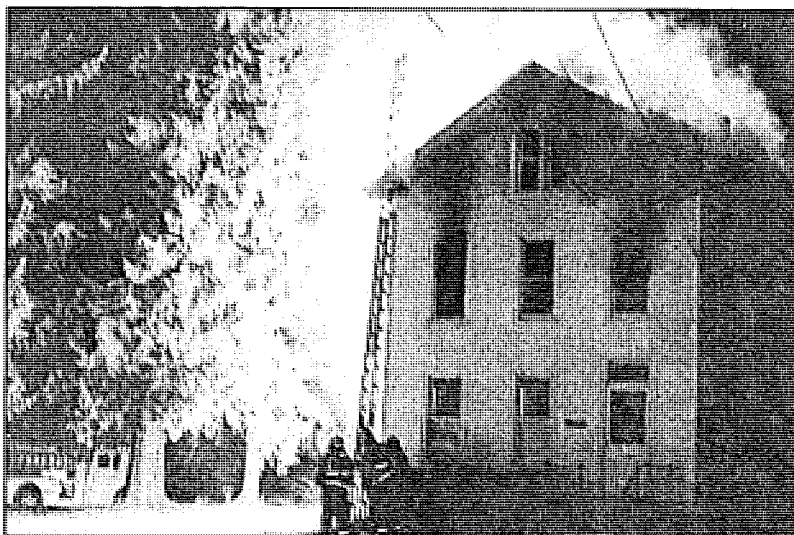
	2001 <u>Actual</u>	2002 Adopted <u>Budget</u>	2003 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Intergovernmental:				
State Aid-Fire Ins. Tax	\$ 92,435	\$ 90,000	\$ 95,000	6%
State Aid-Under. Tanks	20,659	10,000	15,000	50%
State Aid-Mun. Services	352,996	356,400	471,900	32%
Charges for Services:				
Fees	6,515	12,100	12,100	0%
Ambulance Fees	812,627	600,000	780,000	30%
Haz-Mat B Response	34,000	34,000	34,000	0%
Gen. Purpose (tax) Rev.	<u>5,926,471</u>	<u>6,514,300</u>	<u>6,608,400</u>	1%
Total Revenues	<u>\$ 7,245,703</u>	<u>\$ 7,616,800</u>	<u>\$ 8,016,400</u>	5%
Expenditures				
Personal Services	\$ 6,458,882	\$ 6,787,100	\$ 7,086,200	4%
Contractual Services	389,988	432,800	523,300	21%
Utilities	60,997	69,700	69,700	0%
Fixed Charges	126,403	128,100	128,100	0%
Materials & Supplies	197,648	199,100	209,100	5%
Capital Outlay	<u>11,786</u>	<u>-</u>	<u>-</u>	
Total Expenditures	<u>\$ 7,245,703</u>	<u>\$ 7,616,800</u>	<u>\$ 8,016,400</u>	5%



Budget Overview

AMBULANCE SERVICE

The ambulance and rescue division has an \$80,000 reclassification for ambulance billing and collection services. The services were previously netted against the revenues remitted by the provider to the City. There is no effect in the budget as the related revenue estimate is increased by the same amount.



Expenditures by Division

Administration

	2001	2002	2003
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
	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total FTE Positions	<u><u>3.00</u></u>	<u><u>3.00</u></u>	<u><u>3.00</u></u>

Operations

	2001	2002	2003
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	46.00	47.00	47.00
	<u>90.00</u>	<u>91.00</u>	<u>91.00</u>
Total FTE Positions	<u><u>90.00</u></u>	<u><u>91.00</u></u>	<u><u>91.00</u></u>

Inspection

	2001	2002	2003
Deputy Chief	1.00	1.00	1.00
Fire Inspector	2.00	2.00	2.00
Clerk III	1.00	1.00	1.00
	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total FTE Positions	<u><u>4.00</u></u>	<u><u>4.00</u></u>	<u><u>4.00</u></u>

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

Staffing

Administration

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	201,104	\$	250,400	\$	98,354	\$	250,400	\$	259,900
Contractual Services		130,843		175,600		64,771		176,700		186,100
Utilities		60,997		69,700		24,157		68,600		69,700
Fixed Charges		3,200		3,200		1,600		3,200		3,200
Materials & Supplies		30,451		21,700		9,819		21,700		21,700
		<u>426,595</u>		<u>520,600</u>		<u>198,701</u>		<u>520,600</u>		<u>540,600</u>
Total Expenditures	\$	<u>426,595</u>	\$	<u>520,600</u>	\$	<u>198,701</u>	\$	<u>520,600</u>	\$	<u>540,600</u>

Operations

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	5,978,733	\$	6,242,000	\$	2,786,979	\$	6,242,000	\$	6,542,700
Contractual Services		255,369		252,700		159,159		252,700		332,700
Fixed Charges		117,603		119,300		57,018		119,300		119,300
Materials & Supplies		160,555		167,700		54,132		173,100		177,700
Capital Outlay		10,648		-		-		2,400		-
		<u>6,522,907</u>		<u>6,781,700</u>		<u>3,057,289</u>		<u>6,789,500</u>		<u>7,172,400</u>
Total Expenditures	\$	<u>6,522,907</u>	\$	<u>6,781,700</u>	\$	<u>3,057,289</u>	\$	<u>6,789,500</u>	\$	<u>7,172,400</u>

Inspection

		<u>2001 Actual</u>		<u>2002 Budget</u>		<u>2002 6 Month Actual</u>		<u>2002 Projection</u>		<u>2003 Budget</u>
Personal Services	\$	279,045	\$	294,700	\$	134,293	\$	294,700	\$	283,600
Contractual Services		3,777		4,500		836		4,500		4,500
Fixed Charges		5,600		5,600		2,800		5,600		5,600
Materials & Supplies		6,642		9,700		981		9,700		9,700
Capital Outlay		1,138		-		-		-		-
		<u>296,202</u>		<u>314,500</u>		<u>138,910</u>		<u>314,500</u>		<u>303,400</u>
Total Expenditures	\$	<u>296,202</u>	\$	<u>314,500</u>	\$	<u>138,910</u>	\$	<u>314,500</u>	\$	<u>303,400</u>

Fire Administration Highlights



Fire Chief Bruce Fuerbringer

Activities

The Administration Division has numerous responsibilities, including

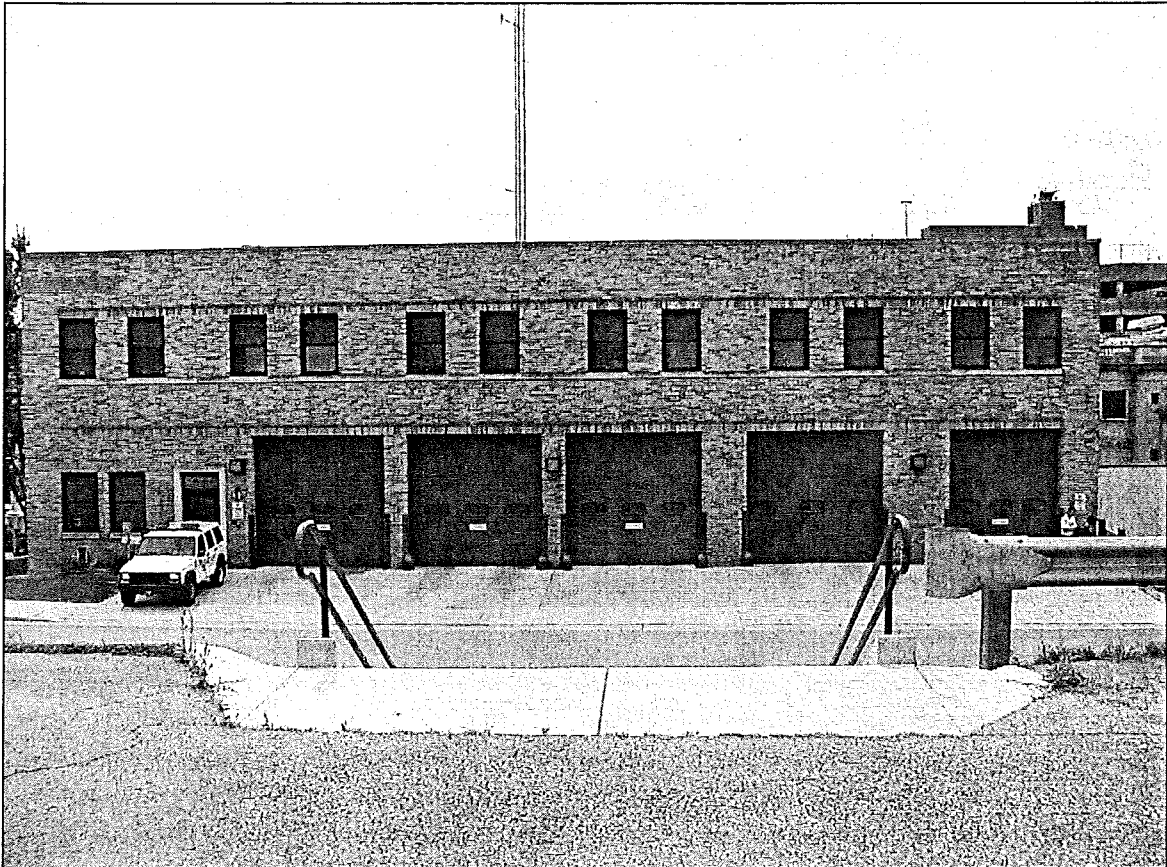
- Annual budget preparation / justification
 - ◆ Administer Capital Improvement and Working budget on a daily basis

- Long and short range planning to ensure continued high quality and efficient emergency service delivery
 - ◆ Coordinate planning for training requirements
 - ◆ Expand services and/or improve existing services
 - ◆ Evaluate and plan for strategic placement of future fire stations as need dictates
 - ◆ Evaluate how changing standards and laws impact service delivery and adapt as necessary
 - ◆ Administer special grant projects, such as “Project Impact”, which helps prepare the community for natural and man-made disasters

- Fleet management
 - ◆ Long range replacement and refurbishment needs
 - ◆ Routine maintenance scheduling
 - ◆ Emergency repairs
 - ◆ Upgrading apparatus to meet current safety standards
- Facilities management
 - ◆ Routine maintenance of facilities
 - ◆ Repairs to extend service life of facilities
 - ◆ Improve safety and living conditions for firefighters
- Personnel management
 - ◆ Coordinate and assist in development of department guidelines
 - ◆ Work with Human Resources Department to facilitate negotiations with firefighters' bargaining unit
 - ◆ Recommend step increases and promotions to Police and Fire Commission
 - ◆ Enforce Department policies and contractual requirements
- National/State/Local legislative initiatives
 - ◆ Initiate and professionally participate in initiatives that promote fire prevention and suppression efforts in the best interest of the citizens
 - ◆ Initiate and professionally participate in initiatives that promote the development of and the good and welfare of the fire service
 - ◆
- Maintain compliance with national and state standards and codes
 - ◆ The State Department of Commerce regulates employee health and safety standards that the Department must monitor and comply with
 - ◆ Nationally recognized fire service standards require monitoring, and recommended improvements must be planned and budgeted for.
 - ◆ Work with Department Safety Committee to ensure safe and compliant working conditions including firefighter personal protective equipment
- Maintain positive working relationships and mutual aid agreements with surrounding departments
 - ◆ Active participation in the Eau Claire County Fire Chiefs' Association
 - ◆ Promote educational opportunities for all departments through this association
 - ◆ Review and update mutual aid agreements in the best interest of the citizens
 - ◆ Promote inter-departmental training opportunities
- Internal information management
 - ◆ Work with Information Services division to ensure optimal performance of the Department's personal computers and network
 - ◆ Recommend software improvements specific to fire service needs and in general to enhance electronic data management

Facilities

The Administration Division works out of offices located on the second floor of Station #2 located at 216 S. Dewey Street. The Fire Prevention Division is located on the first floor.



Fire Station 2 with Administrative Offices – 216 South Dewey

Equipment

Computer file servers and other hardware, as well as office-related equipment, such as a copy machine, are maintained by the Administration Division to meet departmental needs. Files critical to operational needs and archiving are also maintained in this area.

Equipment Replacement

A long-range plan has been developed for the anticipated replacement of all department equipment, and is facilitated through the budget process and in cooperation with the Information Services Division for computer needs.

CIP Highlights

Through the CIP budget, the Fire Department hopes to continue to facilitate repairs and improvements to city fire stations in response to the aging of some facilities and increased service demands from others. The Fire Department is also endorsing an evaluation of the feasibility for a joint Public Safety Law Enforcement/Fire Station facility to replace the aging downtown fire station and to help meet the needs for administrative space for both police and fire.

Budget challenges are requiring that we re-evaluate the fire department's approach to capital equipment needs. The department traditionally relied upon adequate funding in the CIP budget to purchase apparatus and other major equipment needs. With limited funding available, we have had to extend the service life of our apparatus and will be looking for creative solutions to meet future needs.



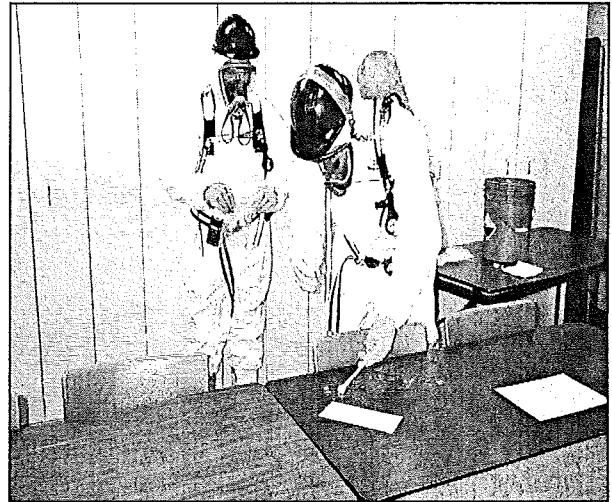
Fire Operations Highlights

Homeland Security

The department felt and will continue to feel the widespread effects of the nation's terrorism response. The department created an advisory guideline for its members and held training sessions to help educate employees. Bio-terrorism training and response guidelines have been established to assist response operations. Several department personnel attend meetings on an ongoing basis to learn methods of dealing with terrorism on the local level. Personnel also have been working with community leaders and representatives from local agencies to ensure safe daily operations associated with homeland security.

Training Program Enhancement

The department has been improving its overall training program with the adjustment of personnel assignments. Battalion Chief Kim Nessel has been assigned to this responsibility and is charged with upgrading the department's training to meet the needs of its firefighters and the community. Some training upgrades have included the organization, tracking, and upgrades of training records and files; consistent delivery of methods and standards; introduction of new technologies and equipment; and more hands-on competency-based training in hazardous materials and dive rescue areas.



Training in Anthrax Sampling

Thermal Imaging Camera

The department purchased its second thermal imaging camera. In 1999, the first camera was purchased, and it was found to be a great asset to fire operations. The cameras use thermal imaging technology, which seeks heat sources, to allow the user to see through the thickest smoke or darkest environment. The most recently purchased camera will be placed on an engine to allow the firefighters a quick tool to use during the initial attack of fires and in rescues.

Five Paramedic Students

The department committed to sending five department members to participate in the Chippewa Valley Technical College's paramedic curriculum. These five students began their studies in September of 2001 and are scheduled to complete their schooling in mid-August. They will then become part of the department's fire-based EMS system. The department will have a total of 30 trained paramedics and 63 emergency medical technicians.

Breathing Apparatus Face Piece Technology

The department was one of only a few fire departments in the United States to test on a trial basis a futuristic piece of technology. Department members tested a face piece that is used on breathing apparatus to provide fresh air to firefighters in a poor air atmosphere. This face piece has a heads-up display alerting the firefighters of their air supply. Without this heads-up display, a firefighter has to look down on the harness assembly and hope he/she can see the breathing air level. Evaluations of the device were conducted, and the feedback was given to the manufacturer of the breathing apparatus.

Brush Truck

In August 2001, the department was notified it was being awarded a \$61,600 grant to help purchase a wildland firefighting vehicle, or brush truck. In the summer of 2001, the new brush rig was put online. The truck uses relatively new technology in fire suppression. It has a Compressed Air Foam System (CAFS) unit on-board. The big advantage to the foam is the brush rig can carry less water and have the same extinguishing capabilities as a tank 4 to 10 times larger.



Brush 1

Activities

2001 Incidents

4,614 Total Incidents

- 3,471 Medical Responses (75.2%)
- 838 Rescue Responses (18.2%)
- 160 Fire Responses (3.5%)
- 145 Hazardous Materials Responses (3.1%)

Response Summation

- 4.91 Minutes - Average Response Time
- 13,174 Personnel Hours Dedicated to Responses
- 36.8 Minutes - Average length of EMS Response
- 4.21 Personnel - Utilized on Average EMS Response
- 2.63 Personnel Hours - Spent on Average EMS Response
- 59.65 Minutes - Average Length of Fire Response
- 7.88 Personnel - Utilized on Average Fire Response
- 11.86 Personnel Hours - Spent on Average Fire Response



*Heavy Rescue 2 with Command Light
in Operation*



Haz Mat Chemical Assessment Vehicle

Station	Responses	Average Response Time
E2	668	4.4 Minutes
E5	555	4.1 Minutes
E6	275	6.2 Minutes
E8	231	5.9 Minutes
E9	348	4.8 Minutes
E10	253	4.5 Minutes
R5	1,547	4.8 Minutes
R9	770	5.7 Minutes
R10	1,198	6.1 Minutes

5,752 Fire Safety Building/Housing Inspections

7,818 Hours of Public Education

13,477 Hours of Personnel Training

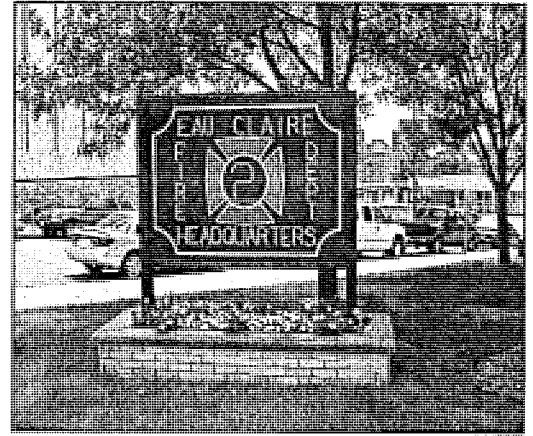


Command Vehicle, Car 9

Facilities

Station 2 - 216 South Dewey Street

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



Station 5 - 2500 Patton Street

- 5 Personnel per day
 - Fire Engine
 - Paramedic Ambulance
 - Water Rescue Boat

Station 6 - 3020 Golf Road

- 3 Personnel per day
 - Fire Engine

Station 8 - 3510 Starr Avenue

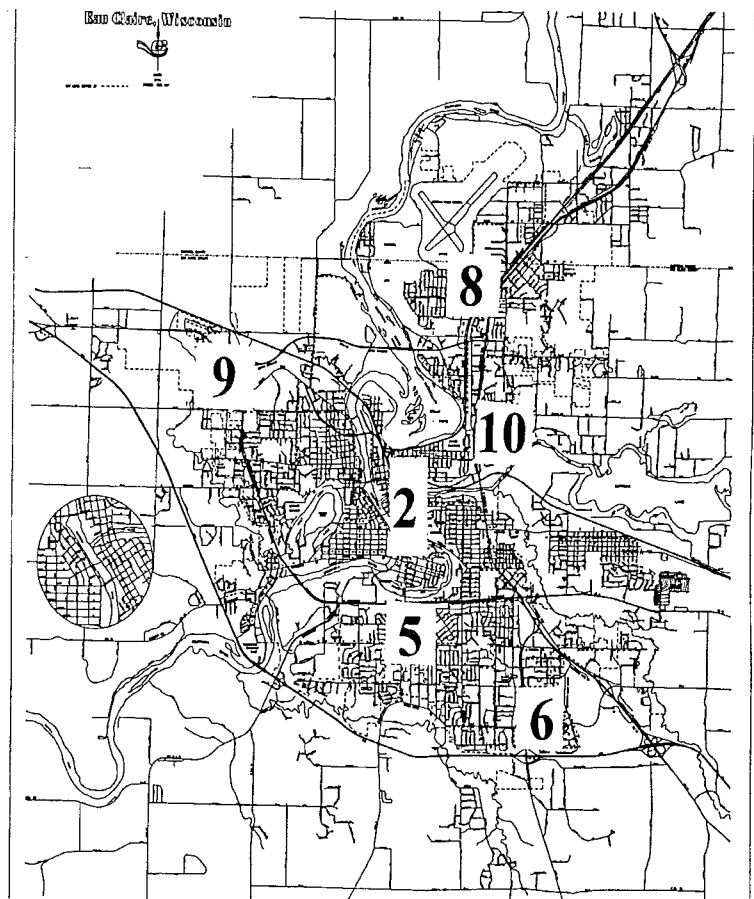
- 3 Personnel per day
 - Fire Engine
 - Water Rescue Boat

Station 9 - 3611 Campus Road

- 5 Personnel per day
 - Fire Engine
 - Paramedic Ambulance
 - Water Rescue Boat

Station 10 - 559 North Hastings Way

- 5 Personnel per day
 - Fire Engine
 - Paramedic Ambulance
 - Water Rescue Boat



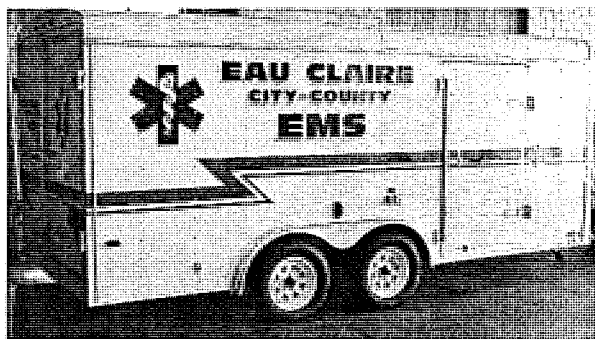
Average of 27 Firefighters on duty daily

Total of 41,730 square feet of Fire Stations

(Cleaning and light maintenance of Stations are performed by assigned personnel)

Emergency Medical Services

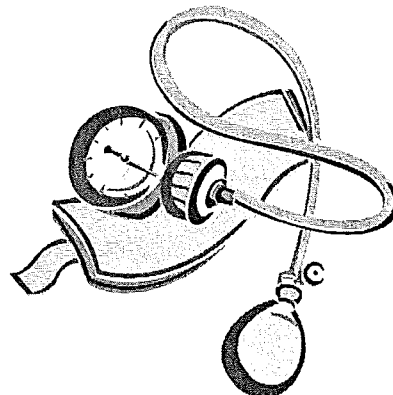
- 75 Percent of Fire Department Calls for Service
- 30 Certified Paramedics
63 Certified Emergency Medical Technicians
- 3 Paramedic Ambulances in Service (2 Reserve Ambulances on Standby)
- Purchase and Inventory a large Volume of Medical Supplies and Drugs
- Over 70 Saves from Full Cardiac Arrest in the past 10 years
- Cardiac Defibrillators on All Fire Department Engines and Ambulances



Mass Casualty Medical Trailer

- 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

- Ongoing Commitment to Quality
 - Work with Hospital Medical Control Physicians for Program Quality Assurance (Dr. Wesley from Sacred Heart 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
 - Maintain Quality Relationships with other Regional Emergency Medical Service Providers



Equipment

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 Materials Equipment Trailer
- 1 – Brush Fire Unit
- 1 – Special Rescue Vehicle
- 5 – Water Rescue Boats
- 1 – Inspection Van
- 3 – Command Vehicles
- 1 – Mass Casualty Medical Trailer



Engine 6 – Ladder/Quint

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 (\$5,000 per set)
- Ambulance Cot (\$250 per unit)
- Defibrillator (\$4,000 per unit)
- Hazardous Materials Suit (\$600 per suit)

Equipment Replacement



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)

Fire Inspection Highlights

The Fire Inspection Division is comprised of four full-time staff members, three sworn officers and one clerical. The Fire Inspection Division's main responsibility is overseeing the inspection of commercial properties within the City of Eau Claire. The division is responsible for compliance with follow-up inspections and codes. The Fire Inspection Division is also in charge of code enforcement, fire investigations, public education, and underground storage tank (UST)/aboveground storage tank (AST) inspections. Personnel serve as informational contacts for other departments and citizens who have questions regarding NFPA and Wisconsin Administrative codes.

Activities

Public Education

The number one priority is to educate citizens about fire. Fire safety education is targeted for the young and elderly of the community, the two groups most statistically susceptible to fire. In addition to these targeted groups, the department provides fire safety education programs to all ages such as:

- ◆ CBRF training
- ◆ Senior Safety
- ◆ Open houses
- ◆ Media releases
- ◆ Babysitting classes
- ◆ Holiday season fire safety
- ◆ Fire safety house
- ◆ Carbon monoxide awareness
- ◆ Evacuation planning for businesses
- ◆ Fire station tours
- ◆ Supervised fire drills
- ◆ Exhibits

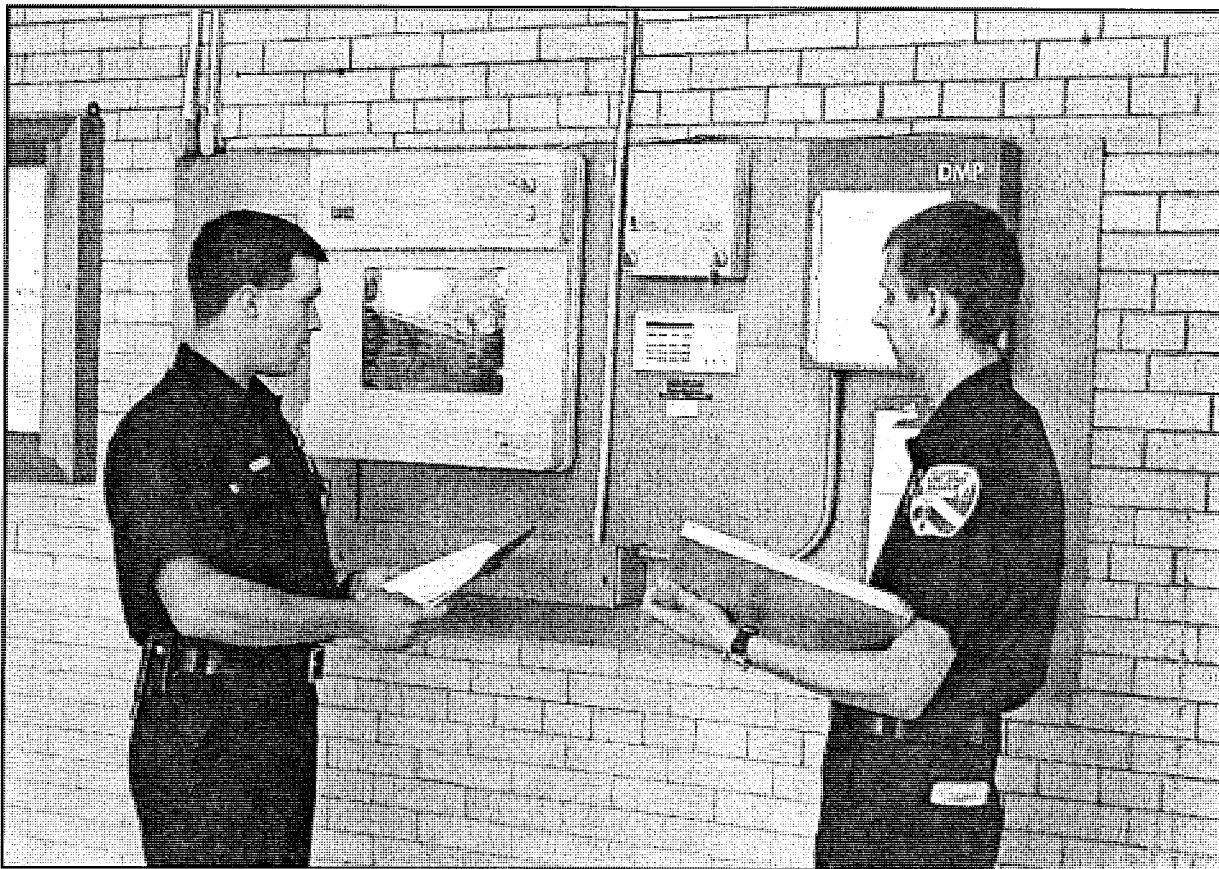
During 2001, the Eau Claire Fire Department delivered over 6,500 hours of public education.



"Keep the Wreath Green" Holiday Fire Prevention Campaign

Fire Inspections

Fire inspections in the City of Eau Claire are performed to ensure compliance with Eau Claire City ordinances, state fire prevention codes, and the state commercial building code. In 2001, the Eau Claire Fire Department conducted more than 5,700 company fire inspections to identify and to eliminate or reduce hazards that may contribute to a loss of life or property. Code enforcement is a proactive and cost effective approach to community fire protection. Through the State of Wisconsin's 2% dues program, the City of Eau Claire anticipates receiving nearly \$95,000 in 2002 for inspections conducted in 2001.



Firefighters Conducting a Fire Safety Inspection

Tank Inspection

The UST/AST inspection program serves to enforce the groundwater protection requirements of Comm 10. This is accomplished through the review of plans prior to the installation of an underground or aboveground storage tank system. Existing underground and aboveground storage tank systems are inspected annually for compliance with groundwater protection rules. In 2001, the Fire Inspection Division oversaw the installation of 13 tanks, the removal of 22 tanks, and the permit inspection of 77 tanks. The state contract provides annual revenue to the City in the \$10,000 to \$15,000 range.

Juvenile Firesetters Program

Since the inception of the Juvenile Fire Setter program in 1996, the Eau Claire Fire Department has dealt with an average of 12 children per year. These children come to the Fire Prevention office as referrals from Juvenile Intake or from parents. In 2001, the division visited with 9 juveniles concerning fire starting. Of these visits, five were referrals and four were brought in by parents. The increase in parents bringing their children versus Intake referrals is due in part to an increased awareness of the program. The division has been working with parent/teacher associations and parenting groups on what the program can offer children who are curious about fire. Because the program is an educational program, it is based on the individual child's knowledge of fire. Some juveniles require additional meetings or referrals from outside agencies. To date, there has been no relapse by fire setter participants.

Fire Investigations

In 2001, the Fire Prevention Division investigated 44 fires. Of these fires, 38 were structural related, and 6 were vehicle. The nature of origin of the fires were 24 accidental, 14 suspicious, and 6 undetermined. The five fires causing the largest monetary losses were:

1. 1111 Menomonie St. \$500,000
2. 442 Water St. \$400,000
3. 1920 S. Hastings Way \$370,000
4. 4515 Robin Rd. \$100,000
5. 2717 Birch St. \$ 72,000



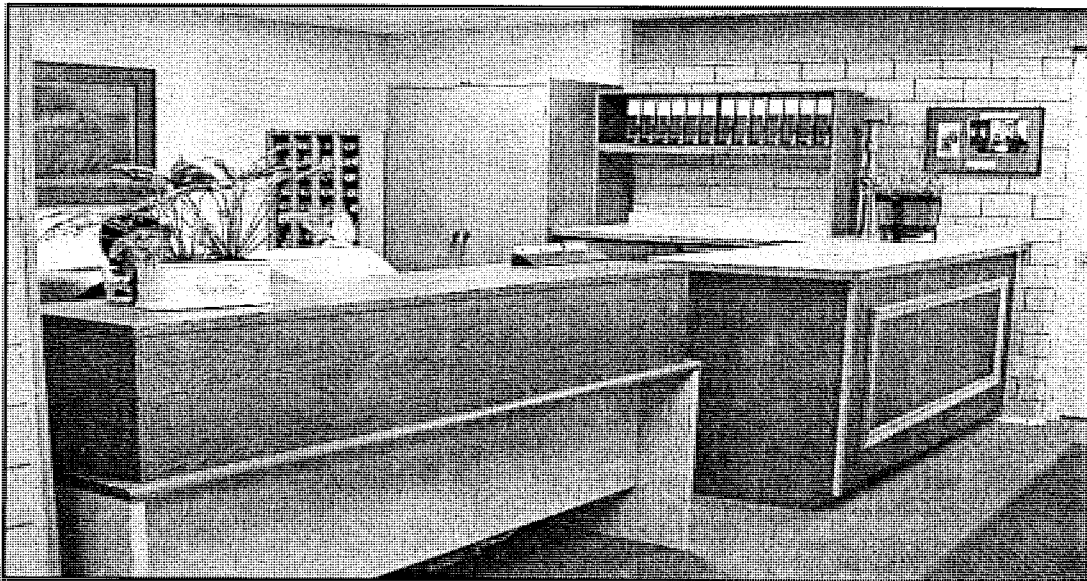
Fire Inspector Investigating a Fire Scene

Preplanning Businesses

Eau Claire firefighters continue to pre-plan commercial facilities during semi-annual inspections. The facilities on which pre-plans are conducted are those identified as high hazard or high occupancy. On a monthly basis, fire department units visit businesses and multi-family occupancies to conduct a walk-through fire inspection of the properties. This inspection attempts to identify elements such as the location of sprinklers, power and gas shutoff locations, smoke and heat detection, alarm capabilities, the locations of hazardous materials, other potential hazards, and code violations. Specific information relating to the property is then recorded on a form, and a map depicting the fire concerns for the property is created. The completed pre-plans are copied and carried on the department's emergency responding units. Firefighters will continue to update the information gathered on their scheduled inspections in an attempt to keep the records accurate.

Facilities

The Fire Inspection Division is located on the first floor of fire station # 2. The location serves as the initial contact point for the department. Citizens are able to make contact with fire prevention personnel and can be directed to the proper area or other city department.



Reception area of the Fire Inspection Division

Equipment

The Inspection Division utilizes department operation vehicles for the majority of public education events. The division also uses the fire safety house at visits to City of Eau Claire schools and special events throughout the city.

Freddie the Fire Truck and Andy the Ambulance are mechanical robots that help deliver fire safety messages to our young children. Freddie has recently been refurbished to his original working condition and will serve the community for years to come. Andy is in the process of being restored for his medical safety education routine.

The division also uses “Sparky the Fire Dog” in delivery of fire safety education. Sparky is used during the holiday season to bring cheer to children who must stay in the hospital over the Christmas holiday.

The division is assigned a fire prevention vehicle. Car 3 is an 8-passenger van used for delivering personnel to large emergency situations, for travel to educational sessions, and to assist in the overall delivery of fire prevention services within the City of Eau Claire.



Fire Prevention Activities at Sam's Club

NON-DEPARTMENTAL

The Non-Departmental division includes several different programs that have citywide implications and are not identified with a particular department. The insurance program provides for the cost of liability and property insurance for general operations and health insurance for retired employees. This program also provides for mandatory payments of permanent disability due for work-related injuries.

The City provides for the basic level of service through the budget process. However, occasionally an unexpected event occurs which requires immediate funding. The Contingent Appropriation was established to provide funding for emergency or unpredictable events. Contingency funds can only be appropriated by authorization of the City Council.

The Contributions and Other Payments program provides payments for several non-profit agencies in the form of direct payments, grants, and City services. The Non-Departmental division also accounts for payment of special assessments for street and utility work abutting city-owned property and for miscellaneous, non-recurring expenditures.

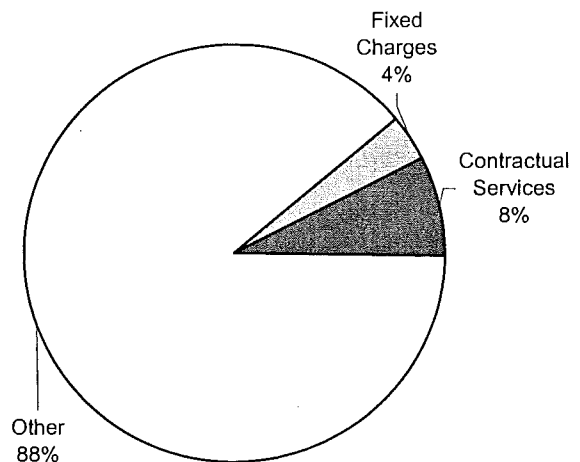
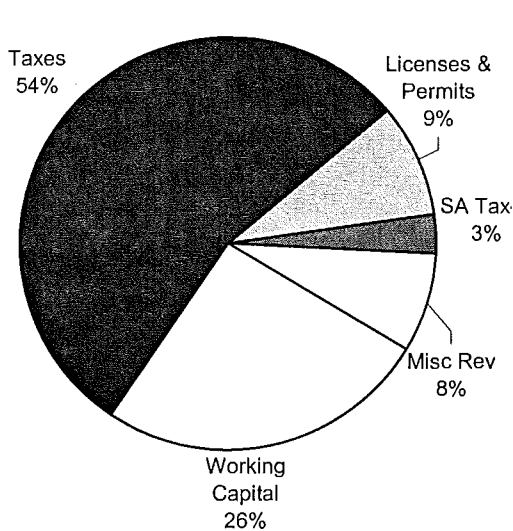
The General Fund makes operating and capital subsidies to various funds and to several enterprise funds that are not entirely self-supporting. General obligation debt requirements, supported by the tax levy, are included as a transfer to the Debt Service Fund. Transfers of available working capital to support the Capital Improvement Plan are also appropriated in Non-Departmental.

Activities

- ◆ Liability & property insurance coverage
- ◆ Retiree health insurance
- ◆ Payment for permanent disability
- ◆ Contingency funding for emergencies
- ◆ Organizational support
- ◆ Special assessments
- ◆ Operating subsidies
- ◆ Transfer to Debt Service

Overview of Revenues and Expenditures

	2001 <u>Actual</u>	2002 Adopted <u>Budget</u>	2003 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 673,603	\$ 583,200	\$ 582,400	0%
Special Assess. Taxes	299,098	280,000	200,500	-28%
Miscellaneous Revenue	1,091,876	603,800	509,100	-16%
Working Capital	1,244,427	2,522,900	1,679,600	
Gen. Purpose (tax) Rev.	<u>3,235,259</u>	<u>3,623,900</u>	<u>3,552,100</u>	-2%
Total Revenues	\$ <u>6,544,262</u>	\$ <u>7,613,800</u>	\$ <u>6,523,700</u>	-14%
Expenditures				
Personal Services	\$ 10,659	\$ -	\$ -	
Contractual Services	346,055	436,300	515,300	18%
Fixed Charges	94,047	228,600	228,600	0%
Contributions & Other Payments	330,720	327,900	322,900	-2%
Other Financing Uses	<u>5,762,781</u>	<u>6,621,000</u>	<u>5,456,900</u>	-18%
Total Expenditures	\$ <u>6,544,262</u>	\$ <u>7,613,800</u>	\$ <u>6,523,700</u>	-14%



Budget Overview

REVENUES

LICENSES AND PERMITS

Public-Education-Government (PEG) is a fee paid by cable subscribers to provide local programming for Public, Education and Government issues. The cable company collects \$.75 per month per subscriber. PEG revenue is estimated at \$159,000 in 2003 and is fully allocated to the Public Access Television Center.

SPECIAL ASSESSMENT TAXES

Special assessment revenue dating from work prior to 1995 is used to offset debt service payments.

EXPENDITURES

CONTRACTUAL SERVICES

Contractual Services includes disability payments, health insurance for retirees, and miscellaneous costs not properly charged to any one department such as 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.

OTHER

This category includes transfers to the Capital Improvement Plan totaling \$1,418,000, a transfer to debt service in the amount of \$2,317,000, payments to Senior Central and Landmarks and operating transfers from General Fund to Transit, Hobbs, and the Municipal Pool. For 2003, there is no transfer to the Street Improvement Program budgeted. The street projects will be funded primarily through the issuance of debt. The payment to the Public Access Center consists of the PEG fees totaling \$159,000 and tax levy support of \$102,700 for a total contribution of \$261,700.

*Public Access
Center*



Expenditures by Division

Non-Departmental

		<u>2001</u> <u>Actual</u>		<u>2002</u> <u>Budget</u>		<u>2002</u> <u>6 Month</u> <u>Actual</u>		<u>2002</u> <u>Projection</u>		<u>2003</u> <u>Budget</u>
Personal Services	\$	10,659	\$	-	\$	7,245	\$	-	\$	-
Contractual Services		346,055		436,300		161,340		436,300		515,300
Fixed Charges		94,047		228,600		47,279		228,600		228,600
Contrib/Other Payments		330,720		327,900		189,678		357,000		322,900
Other		5,762,781		6,621,000		-		6,638,200		5,456,900
Total Expenditures	\$	<u>6,544,262</u>	\$	<u>7,613,800</u>	\$	<u>405,541</u>	\$	<u>7,660,100</u>	\$	<u>6,523,700</u>

ORGANIZATIONAL SUPPORT

Public Access Center	\$	102,700	Senior Central	\$	44,700
PAC - PEG Fees		159,000	Landmarks Commission		4,500
Total PAC		261,700	Neighborhood Assoc.		12,000

TRANSFERS AND SUBSIDIES

Debt Service	\$	2,317,000	Land, Bldg., Equipment	\$	953,000
Economic Development		150,000	Transit Operations		792,500
Cemetery Fund		325,600	Parks Capital Projects		200,000
Bridge Capital Projects		100,000	Hobbs Ice Center		161,500
Parking Capital Projects		75,000	Fairfax Pool		163,700

ECONOMIC DEVELOPMENT

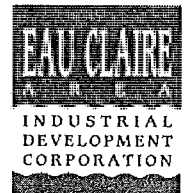
The City of Eau Claire's Economic Development Division, located at 203 S. Farwell Street, implements the City's Economic Development Strategy. The Division is involved in development and redevelopment for industrial, commercial and downtown activity. Major areas of emphasis include: industrial, warehouse and distribution, service, office, redevelopment of the downtown and commercial/retail. The Economic Development Division services approximately 63,500 citizens, 3,800 businesses, 150 manufacturers, and 500 downtown businesses.

Programs & Services

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 Economic Development Corporation
 - Board of Directors
 - Executive Committee
 - Business Committee
- ◆ Eau Claire Redevelopment Authority
- ◆ Clearwater Development Corporation
 - Board of Directors
 - Executive Committee
- ◆ Momentum Chippewa Valley
 - Business Development 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
- ◆ Downtown Eau Claire, Inc.
 - Board of Directors
 - Executive Committee
 - Seven Associated Committees



Development
Zone

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Miscellaneous	\$ 583,880	\$ 419,000	\$ 205,634	\$ 419,000	\$ 421,500
Non-Operating Revenue	535,215	251,200	140,345	251,200	220,000
Other Financing Sources	<u>150,000</u>	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>150,000</u>
Total Revenues and Other Financing Sources	<u>1,269,095</u>	<u>820,200</u>	<u>345,979</u>	<u>820,200</u>	<u>791,500</u>
Expenditures and Other Financing Uses:					
Personal Services	139,249	130,900	69,583	130,900	148,200
Contractual Services	64,882	90,900	6,826	90,900	90,500
Utilities	19,577	23,000	7,842	23,000	23,000
Fixed Charges	1,328	1,400	1,791	1,400	1,400
Materials & Supplies	8,661	4,100	2,435	4,100	4,100
Contributions & Other Payments	217,300	156,700	102,533	156,700	156,700
Capital Purchases	219,770	-	401,510	1,020,000	-
Other Financing Uses	<u>202,340</u>	<u>299,000</u>	<u>49,500</u>	<u>299,000</u>	<u>299,000</u>
Total Expenditures and Other Financing Uses	<u>873,107</u>	<u>706,000</u>	<u>642,020</u>	<u>1,726,000</u>	<u>722,900</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 395,988</u>	<u>\$ 114,200</u>	<u>\$ (296,041)</u>	<u>\$ (905,800)</u>	<u>\$ 68,600</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	395,988	114,200		(905,800)	68,600
Transfer (to)from reserve - Economic Development	<u>(395,991)</u>	<u>(114,200)</u>		<u>905,800</u>	<u>(68,600)</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

<h2>Budget Overview</h2>

REVENUES

Economic Development revenues consist mainly of loan repayments and rent generated by the industrial building at 2728 Davey Street.

EXPENDITURES

CONTRACTUAL SERVICES

Included in contractual services are charges relating to postage, computer service charges, advertising, professional services and training.

CONTRIBUTION & OTHER PAYMENTS

The Economic Development Fund provides support to the Eau Claire Area Economic Development Corporation, the Chippewa Valley Innovation Center, Downtown Eau Claire, Inc. and Momentum Chippewa Valley. Funding for these organizations is unchanged from previous years.

OTHER FINANCING USES

A transfer of \$200,000 to TIF #8 Downtown Area will be provided to fund acquisitions in the North Barstow Redevelopment District. Previously this support was provided to the Redevelopment Authority.

Revenue Detail

<u>Revenue Classification</u>	Economic Development				
	2001	2002	2002 6-Month	2002	2003
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Projection</u>	<u>Budget</u>
MISCELLANEOUS					
Interest income	\$ 340,974	\$ 275,000	\$ 102,760	\$ 275,000	\$ 300,000
Other interest	109,074	82,000	67,391	82,000	59,500
Building rental	87,199	62,000	35,333	62,000	62,000
Other rental	2,565	-	150	-	-
Gifts	42,571	-	-	-	-
Other miscellaneous	1,500	-	-	-	-
Total miscellaneous	<u>583,883</u>	<u>419,000</u>	<u>205,634</u>	<u>419,000</u>	<u>421,500</u>
NON-OPERATING REVENUES					
Principal payment on loans	<u>535,215</u>	<u>251,200</u>	<u>140,345</u>	<u>251,200</u>	<u>220,000</u>
OTHER FINANCING SOURCES					
Transfer from General fund	150,000	150,000	-	150,000	150,000
Total Other Financing Sources	<u>150,000</u>	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>150,000</u>
Total revenues and other financing sources	<u>\$ 1,269,098</u>	<u>\$ 820,200</u>	<u>\$ 345,979</u>	<u>\$ 820,200</u>	<u>\$ 791,500</u>

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 the industrial building at 2728 Davey Street that is owned by the city and leased to local businesses at below-market rates as part of an economic development program.

Staffing

Economic Development

	2001	2002	2003
Economic Development Administrator	1.00	1.00	1.00
Business Assistance Specialist	1.00	1.00	1.00
Total FTE Positions	<u>2.00</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.



Eau Claire Revolving Loan Fund Committee

Operation Highlights

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
- ◆ Website development and maintenance

Infrastructure

- ◆ Coordination of utilities and streets in the industrial parks
- ◆ Land and buildings inventory (sites)
- ◆ Information technology
- ◆ Management of Sky Park Industrial Center

Expanding?...Relocating?... Just getting started?

EAU CLAIRE, WISCONSIN
is your

ONE STOP SHOP

FOR ALL OF YOUR BUSINESS EXPANSION, START-UP AND RELOCATION NEEDS!

The City of Eau Claire's Economic Development Division will lead and support you during the development process and cut through red tape by providing direction through the permit process, assistance with site location, financing, labor force and training. We are happy to examine an economic development proposal and up to date information that addresses your needs. We will be your local champion for your expansion, start-up or relocation project.

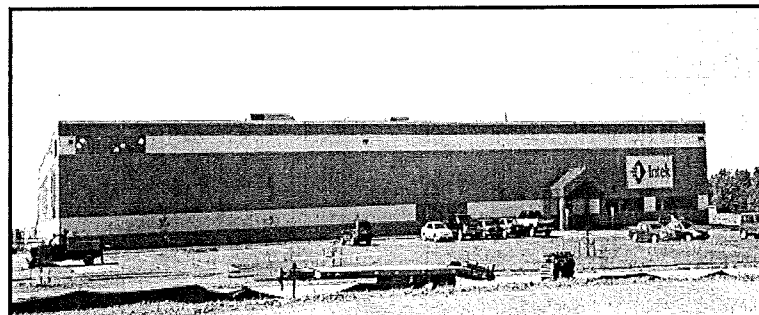
Recent Successful Projects:

- Nestle USA
- 3M
- Silicon Logic Engineering
- Intek Plastics
- EBV-Brown Company

CONTACT INFO:
City of Eau Claire—Michael R. Schanz,
Economic Development Administrator
205 S. Farwell Street, P.O. Box 5148
Eau Claire, WI 54601-5148
(715) 839-4114 • Fax: (715) 839-4597
E-mail: met@ci.eau-claire.wi.us
Website: www.ci.eau-claire.wi.us

City of Eau Claire

Advertisement placed in local and national magazines



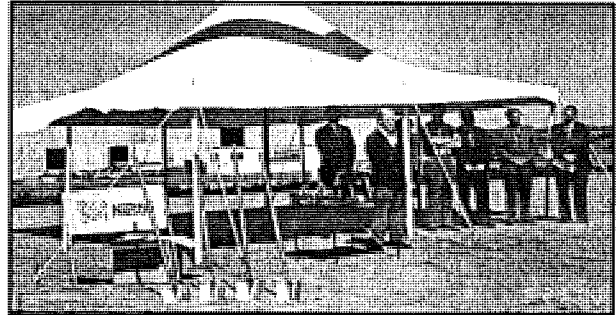
Intek Plastics Inc. constructed a 51,000 square foot facility in the Gateway Northwest Business Park

Business Retention and Expansion

- ◆ Liaison to the business community
- ◆ Problem solving
- ◆ Business call program
- ◆ Financial assistance
- ◆ Project coordination
- ◆ Entrepreneur start-up assistance
- ◆ LocalLinks web tool

Marketing and Recruitment

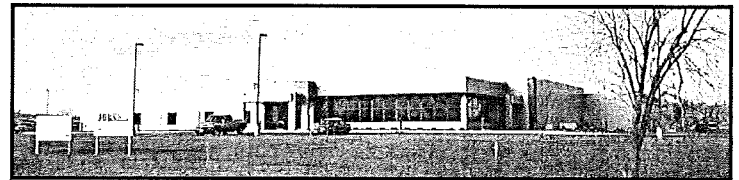
- ◆ Promotions
- ◆ Call trips
- ◆ Trade shows
- ◆ Proposals to prospects
- ◆ Presentations to community groups
- ◆ Site selection assistance



*Nestle USA new facility
groundbreaking*

Education

- ◆ Coordinate with local educational institutions
- ◆ National Technological University (NTU)
- ◆ Internships
- ◆ Retention of college graduates



*Chippewa Valley Technical College
Manufacturing Technology Center*

Financing

- ◆ Economic Development Loan Fund (EDF)
 - 47 loans in the amount of \$9,177,002
(Includes Gateway and Clearwater loans)
 - 1,100 jobs created & saved
- ◆ Development Zone Program
 - 39 businesses certified in the amount of \$1,956,500
 - 700+ jobs created & saved
- ◆ Revolving Loan Fund (RLF)
 - 27 loans in the amount of \$1,214,100
 - 250 jobs created & saved
- ◆ Façade & Downtown Loan Pools* (EDF)
 - 22 loans in the amount of \$621,767
 - 14 façade loans in the amount of \$42,717
 - 78 jobs created & saved

*The Downtown Loan Pool Program is now inactive

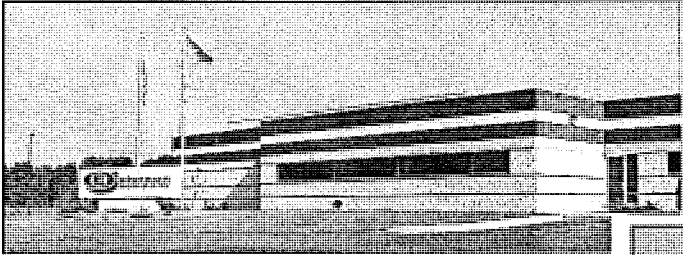
City Funding for Development Organizations

The City of Eau Claire has many partners in Economic Development and provides significant funding to the following organizations:

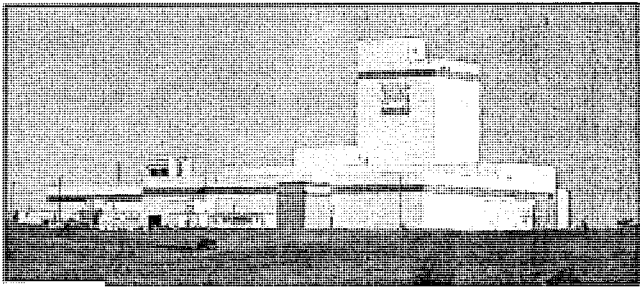
	<u>2002</u> <u>Support</u>	<u>2003</u> <u>Support</u>
Eau Claire Area Economic Development Corporation	\$115,000	\$115,000
Eau Claire Redevelopment Authority ¹	200,000	200,000
Downtown Partners	99,000	99,000
Momentum Chippewa Valley	26,700	26,700
Eau Claire Innovation Center ^(B)	15,000	15,000
Gateway Industrial Park Corporation ^(A)	-0-	-0-

^(A) The City has made loans to Gateway

^(B) The City provided \$365,000 of CDBG funds to construct the Innovation Center



E.O. Johnson constructed a new 20,000 square foot facility on Prairie Lane.



Nestle USA expanded into a new 82,000 square foot facility in the Gateway Northwest Business Park.



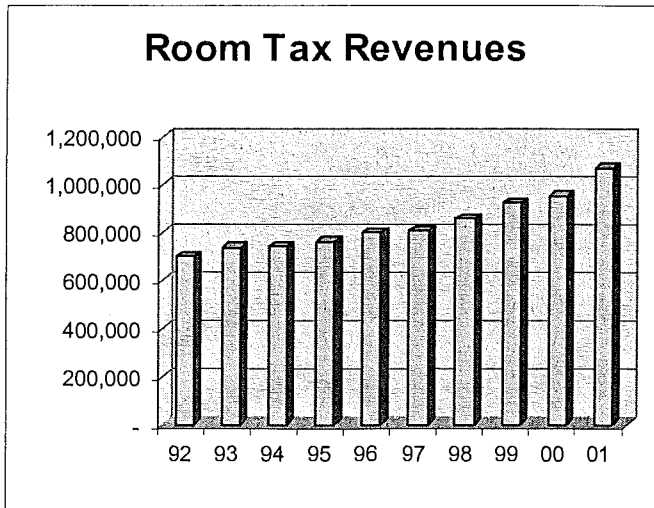
3M (W.L. Gore & Associates') expanded their facility by 97,000 square feet in the Gateway Northwest Business Park.

St. Charles Office Park expanded by adding an additional facility on Hastings Way.



COMMUNITY ENHANCEMENT

The Community Enhancement Fund was created in 1992 to account for the receipt and use of room tax revenues. Since 1975, the City has levied a room tax on hotels and motels within the city limits under authority of Wisconsin Statutes 66.0615. The tax is currently 7% of gross room rental charges. Room tax revenues are appropriated each year to agencies and for projects that encourage convention and tourism activities.

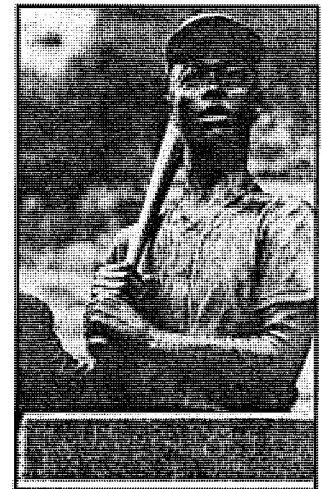


REVENUES

1992	\$ 700,033
1993	737,778
1994	744,199
1995	761,871
1996	799,900
1997	810,639
1998	858,674
1999	924,104
2000	956,238
2001	1,073,823

OUTSIDE ORGANIZATIONS THAT HAVE RECEIVED FUNDING

- ◆ Chippewa Valley Convention & Visitors Bureau
 - Operations
 - Special Events
- ◆ Chippewa Valley Museum
 - Operations
 - Capital Projects
- ◆ Chippewa Valley Sports Commission
 - Seed money to host special sporting events
- ◆ Chippewa Valley Symphony
 - Cover rent and office space
- ◆ Community Beautification Association
 - Flower beds at highway intersections & Wilson Park
- ◆ Eau Claire Regional Arts Council
 - Operations and debt service for renovation of the State Theatre
- ◆ Paul Bunyan Logging Camp
 - Operations
 - Capital projects



*Statue of Hank Aaron
in Carson Park
Baseball Stadium*

<h2 style="margin: 0;">Overview of Revenues and Expenditures</h2>

	<u>2001 Actual</u>	<u>2002 Adopted*</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 1,073,823	\$ 975,000	\$ 275,249	\$ 960,000	\$ 970,000
Miscellaneous	8,650	5,000	-	1,000	1,000
Non-Operating Revenue	<u>3,333</u>	<u>5,000</u>	<u>2,500</u>	<u>5,000</u>	<u>5,000</u>
Total Revenues and Other Financing Sources	<u>1,085,806</u>	<u>985,000</u>	<u>277,749</u>	<u>966,000</u>	<u>976,000</u>
Expenditures and Other Financing Uses:					
Contractual Services	1,739	1,900	1,072	1,900	2,000
Contributions & Other Payments	765,900	808,300	524,550	808,300	733,300
Other Financing Uses	<u>146,600</u>	<u>240,500</u>	<u>-</u>	<u>240,500</u>	<u>345,500</u>
Total Expenditures and Other Financing Uses	<u>914,239</u>	<u>1,050,700</u>	<u>525,622</u>	<u>1,050,700</u>	<u>1,080,800</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 171,567</u>	<u>\$ (65,700)</u>	<u>\$ (247,873)</u>	<u>\$ (84,700)</u>	<u>\$ (104,800)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 186,532	\$ 81,432		\$ 194,099	\$ 109,399
Changes in Available Balances:					
Res equity transfer out	(164,000)	-		-	-
From operations	<u>171,567</u>	<u>(65,700)</u>		<u>(84,700)</u>	<u>(104,800)</u>
Ending Balance	<u>\$ 194,099</u>	<u>\$ 15,732</u>		<u>\$ 109,399</u>	<u>\$ 4,599</u>

*Restated for GASB 34

Budget Overview

REVENUES**TAXES**

A Hotel-Motel Room Tax was established in 1975 and was used in part to subsidize the operation of the Civic Center from 1975 - 1992. 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%. Room tax revenue is estimated at \$970,000 in 2003.

EXPENDITURES**CONTRACTUAL SERVICES**

Included in this category is a \$1,000 appropriation for the audit and \$2,100 for the lease of computer software.

CONTRIBUTIONS & OTHER PAYMENTS

The following organizations and functions receive contributions from the Community Enhancement Fund:

◆ Regional Arts Council	\$ 100,800
◆ Chippewa Valley Symphony	3,600
◆ Chippewa Valley Theatre Guild	2,500
◆ Chippewa Valley Chamber Orchestra	3,600
◆ Chippewa Valley Museum	59,800
◆ Paul Bunyan Camp	24,500
◆ Convention & Visitors Bureau	535,400
◆ Community Beautification	2,000
◆ Audit / Computer Charges	3,100
◆ Special Events –General Fund	45,500
◆ Transfer to Hobbs	50,000
◆ Transfer for Trailhead	100,000
◆ Transfer to Parks & Recreation CIP	<u>150,000</u>
Total	<u>\$1,080,800</u>

Revenue Detail

Community Enhancement

Revenue Classification	2001 Actual	2002 Budget	2002 6-Month Actual	2002 Projection	2003 Budget
TAXES					
Room tax funds	\$ 1,073,823	\$ 975,000	\$ 275,249	\$ 960,000	\$ 970,000
MISCELLANEOUS					
Interest income	8,650	5,000	-	1,000	1,000
NON-OPERATING REVENUE					
Principal payment from loans	3,333	5,000	2,500	5,000	5,000
Total revenues	\$ 1,085,806	\$ 985,000	\$ 277,749	\$ 966,000	\$ 976,000

Organizations



Chippewa Valley Museum

The Chippewa Valley Museum, located in Carson Park, is an important educational and recreational resource for Eau Claire residents and a year-round attraction for visitors. It is the only museum in western Wisconsin accredited by the American Association of Museums. It has received state and national awards for exhibits, collections management, and publications—most recently the Governor's Award for Excellence in the Humanities for the multi-media "object theater" Chippewa Valley Potluck. The Museum contributes directly to regional efforts to increase tourism as an economic sector. In 2000, 24,009 visitors came to the Museum, Schlegelmilch House or an off-site event.



Anderson Log House (open mid-May—mid-Oct.)

Sunnyview School (open mid-May—mid-Oct.)

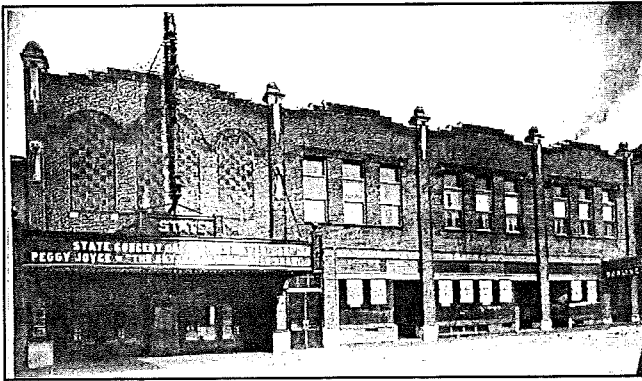


Paul Bunyan Logging Camp

The Paul Bunyan Logging Camp, also located in Carson Park next to the Museum, offers an accurate, educational display of Wisconsin logging and lumbering. The museum has been in existence for over 65 years and was relocated to Carson Park in 1981. The facility is operated by a small staff and relies on volunteers, primarily from the Kiwanis.

Much of the development of the museum can be attributed to the late Henry O. (Hank) Strand who devoted most of his time and talent to this endeavor. Recent additions to the museum include the Tall Tales Room in the Interpretive Center, and an exhibit depicting the history of trees and forestry that is housed in a new 22' x 26' addition.



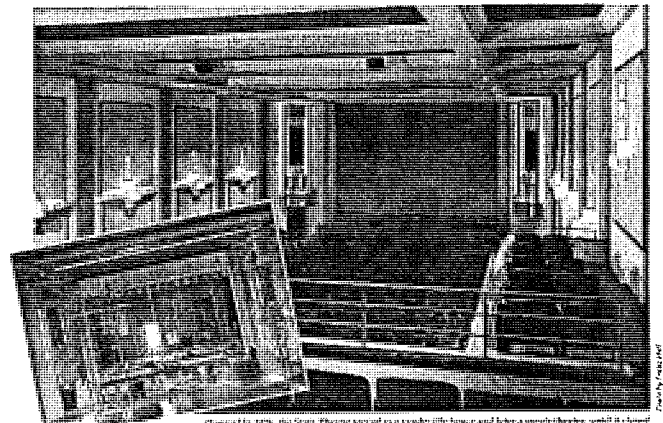


State Theatre Building 1926

the facility opened to the public in the Spring of 1988. Today, the Center includes the 1,117-seat Phillips Theater, a visual arts gallery, rehearsal space, shops, storage and workrooms, dressing rooms, dance studio, and administrative offices for ECRAC staff and other community arts organizations. ECRAC has positioned itself for unprecedented growth by increasing the number and quality of the professional productions, enhancing arts education and cultivating programs and events for the visual and literary arts.

Regional Arts Council

The Eau Claire Regional Arts Council (ECRAC) was incorporated in 1982 in response to a community effort to develop a regional arts center. The organization purchased the former Wagner Building and State Theatre Building and converted the facilities into a performing arts center. The first phase of renovation was completed and



Historic Renovation

Renovation of the Theatre was truly a community effort. Contributions ranged from volunteer labor, time and materials donated by local contractors and from grants and donations to pennies collected by school children.



Convention & Visitors Bureau

“The Chippewa Valley Convention & Visitors Bureau exists to effectively market the Chippewa Valley as a destination for conventions, groups tour and leisure markets; to promote regional economic growth; to enhance and maintain the area’s overall identity and image; to sell fun, promote fun, and most importantly – Have Funn!”

- Mission Statement -

DOWNTOWN FUND / DECI

The Downtown Fund is the day-to-day operating fund for Downtown Eau Claire, Inc. (DECI). DECI is the lead organization for issues related to downtown Eau Claire. Created in 2002, the purpose of Downtown Eau Claire, Inc. is to carry out the recommendations of HyettPalma's *Downtown Action Agenda 2001*. The organization is governed by a board consisting of representatives from various parts of the community including BIDs, government, neighborhoods, downtown business owners, and property owners. The organization is comprised of eighteen members and is staffed by two City of Eau Claire employees who report to the City's Economic Development Administrator.

In February 2002, the board identified 20 of its top priorities for downtown, which include:

- Completion of Phoenix Park
- Implementation of a Business Recruitment Strategy
- Completion of the Riverfront Trail System
- Coordination of Signature Downtown Events
- Completion of Ramp Improvements.

Programs & Services

Community Committees

Downtown Eau Claire, Inc. consists of seven committees, which receive technical and staffing assistance from the Communications and Promotions Coordinator and the Downtown Development Specialist. These committees are made up of various members of the community and focus on specific aspects of downtown redevelopment:

- ◆ Business Committee
- ◆ Housing Development Committee
- ◆ Marketing, Promotions, and Festivals Committee
- ◆ Design Committee
- ◆ Community Involvement Committee
- ◆ Arts, Entertainment, and Museums Committee
- ◆ Parking Committee

Overview of Revenues and Expenditures
--

	<u>2001</u> <u>Actual</u>	<u>2002</u> <u>Adopted</u>	<u>2002</u> <u>6-Month</u> <u>Actual</u>	<u>2002</u> <u>Projection</u>	<u>2003</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Non-Operating Revenue	\$ -	\$ 124,000	\$ 62,000	\$ 124,000	\$ 131,000
Total Revenues and Other Financing Sources	<u>-</u>	<u>124,000</u>	<u>62,000</u>	<u>124,000</u>	<u>131,000</u>
Expenditures and Other Financing Uses:					
Personal Services	-	79,000	31,960	81,400	91,000
Contractual Services	-	45,000	5,346	34,650	26,900
Utilities	-	-	381	3,100	1,000
Fixed Charges	-	-	685	1,850	2,100
Materials & Supplies	-	-	1,931	3,000	10,000
Total Expenditures and Other Financing Uses	<u>-</u>	<u>124,000</u>	<u>40,303</u>	<u>124,000</u>	<u>131,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 21,697</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ -</u>

Budget Overview

The City's support for Downtown Eau Claire, Inc., is provided through the City Downtown Fund. The Downtown Fund appropriations cover wages and benefits for the downtown staff, a downtown website, newsletter, promotional activities, postage, computer service charges, and professional services.

The Downtown Fund is supported in 2003 by \$99,000 from the Economic Development Fund, \$25,000 from the Downtown BID and \$7,000 from the final balances of the former City Center Corporation.

Erbert & Gerberts opened a new franchise office at 205 East Grand Avenue in downtown Eau Claire.



T & B Thrift Shop, 312 East Madison Street, opened during 2002.

Revenue Detail

	Downtown Fund				
<u>Revenue Classification</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
MISCELLANEOUS					
Gifts	-	-	-	-	7,000
OTHER FINANCING SOURCES					
Transfer from Economic Development	-	99,000	49,500	99,000	99,000
Transfer from BID 1	-	25,000	12,500	25,000	25,000
Total revenues	\$ -	\$ 124,000	\$ 62,000	\$ 124,000	\$ 131,000

MISCELLANEOUS

Interest Income is earned by investing available funds in accordance with the City investment policy.

Staffing

Downtown Fund

	2001	2002	2003
Development Specialist	-	1.00	1.00
Communications & Promotions Coordinator	-	1.00	1.00
Total FTE Positions	<u>-</u>	<u>2.00</u>	<u>2.00</u>

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



Downtown Eau Claire, Inc. Board of Directors

Operation Highlights

Downtown Information

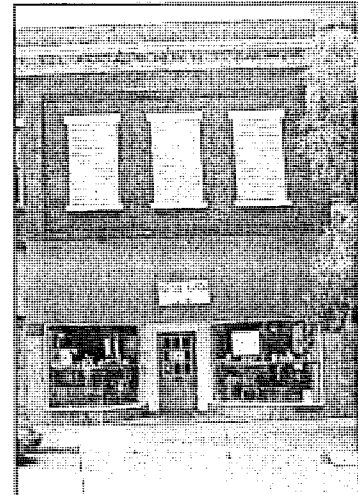
- ◆ Development statistics
- ◆ Demographics
- ◆ Maps
- ◆ Economic profiles
- ◆ Downtown brochures
- ◆ Website development and maintenance

Infrastructure

- ◆ Land and buildings inventory (sites)
- ◆ Downtown vacancy database
- ◆ Housing comparison study

Business Retention and Expansion

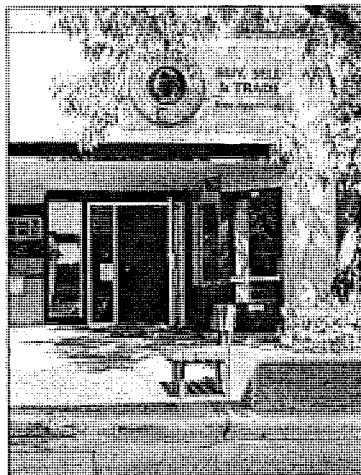
- ◆ Liaison to the downtown business community
- ◆ Problem solving
- ◆ Downtown Business call program
- ◆ Financial assistance
- ◆ Project coordination
- ◆ Entrepreneur start-up assistance



Two Cats Antiques & Collectables opened its doors at 210 South Barstow Street in 2002.



Valleybrook Church opened Espresso Café, located at 410 South Barstow Street, in August 2002.



General Coin & Stamp relocated to 307 South Barstow Street in 2002.

Marketing and Recruitment

- ◆ Promotions
- ◆ Newsletter
- ◆ Proposals to prospects
- ◆ Presentations to community groups
- ◆ Site selection assistance
- ◆ Downtown festivals and events



Deborah Becker State Farm Insurance opened an office at 419 South Barstow Street in late 2001.



The City of Eau Claire and Downtown Eau Claire, Inc. hosted an informational booth at Riverfest.

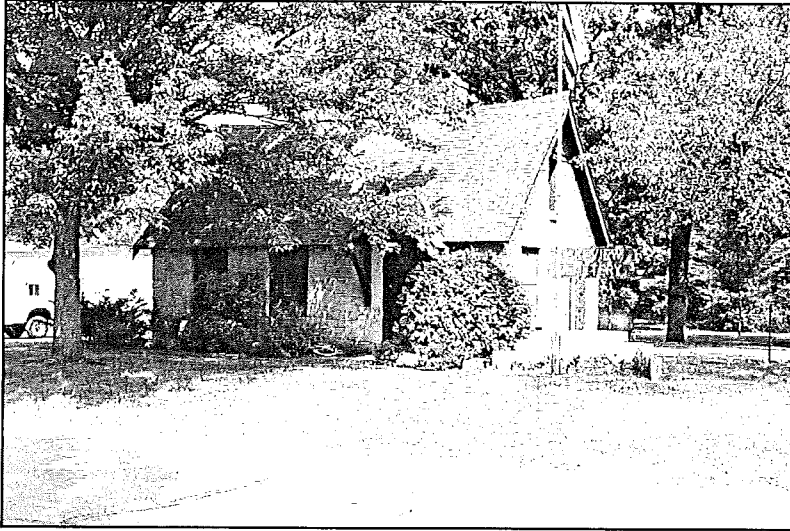


Summerfest was the first downtown festival hosted by Downtown Eau Claire, Inc. This festival attracted approximately 4,000 attendees.



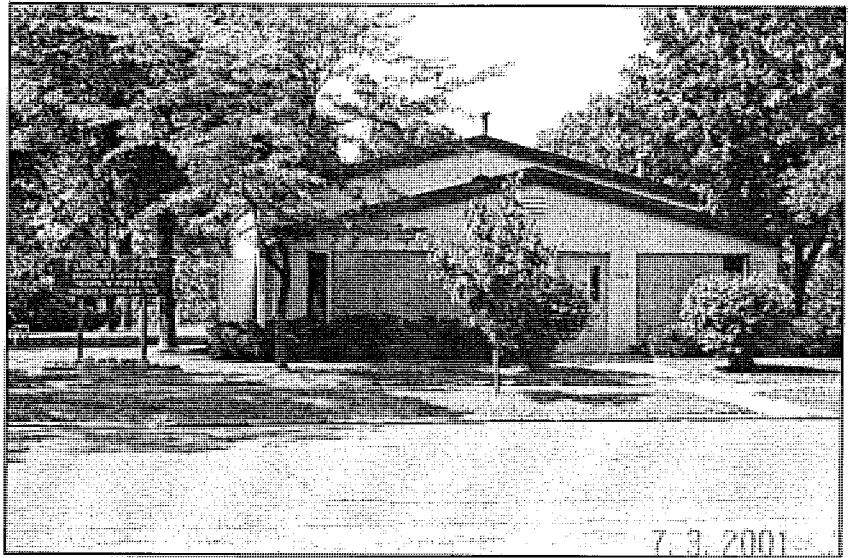
CEMETERY MAINTENANCE

Programs & Services



*Lakeview Cemetery
Office Building*

The Forestry Division of the Parks and Recreation Department manages the two public cemeteries in the City of Eau Claire. Lakeview Cemetery is located at 1500 Buffington Drive and Forest Hill Cemetery is located at 822 Emery Street.



*Forest Hill Cemetery Maintenance
Building*

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Licenses & Permits	\$ 89,691	\$ 70,000	\$ 40,455	\$ 70,300	\$ 69,400
Charges for Services	72,954	46,500	31,940	50,000	47,500
Miscellaneous	10,440	14,000	560	1,100	1,000
Other Financing Sources	<u>197,504</u>	<u>300,400</u>	<u>-</u>	<u>309,500</u>	<u>325,600</u>
Total Revenues and Other Financing Sources	<u>370,588</u>	<u>430,900</u>	<u>72,955</u>	<u>430,900</u>	<u>443,500</u>
Expenditures and Other Financing Uses:					
Personal Services	278,950	344,500	150,466	344,500	357,100
Contractual Services	54,469	43,500	28,462	43,500	43,500
Utilities	15,934	16,800	2,376	16,800	16,800
Fixed Charges	6,100	6,100	1,225	6,100	6,100
Materials & Supplies	15,135	20,000	10,760	20,000	20,000
Other Financing Uses	<u>105,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>475,588</u>	<u>430,900</u>	<u>193,289</u>	<u>430,900</u>	<u>443,500</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (105,000)</u>	<u>\$ -</u>	<u>\$ (120,334)</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	(105,000)	-	-	-	-
Transfer from(to) reserves	<u>105,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Budget Overview

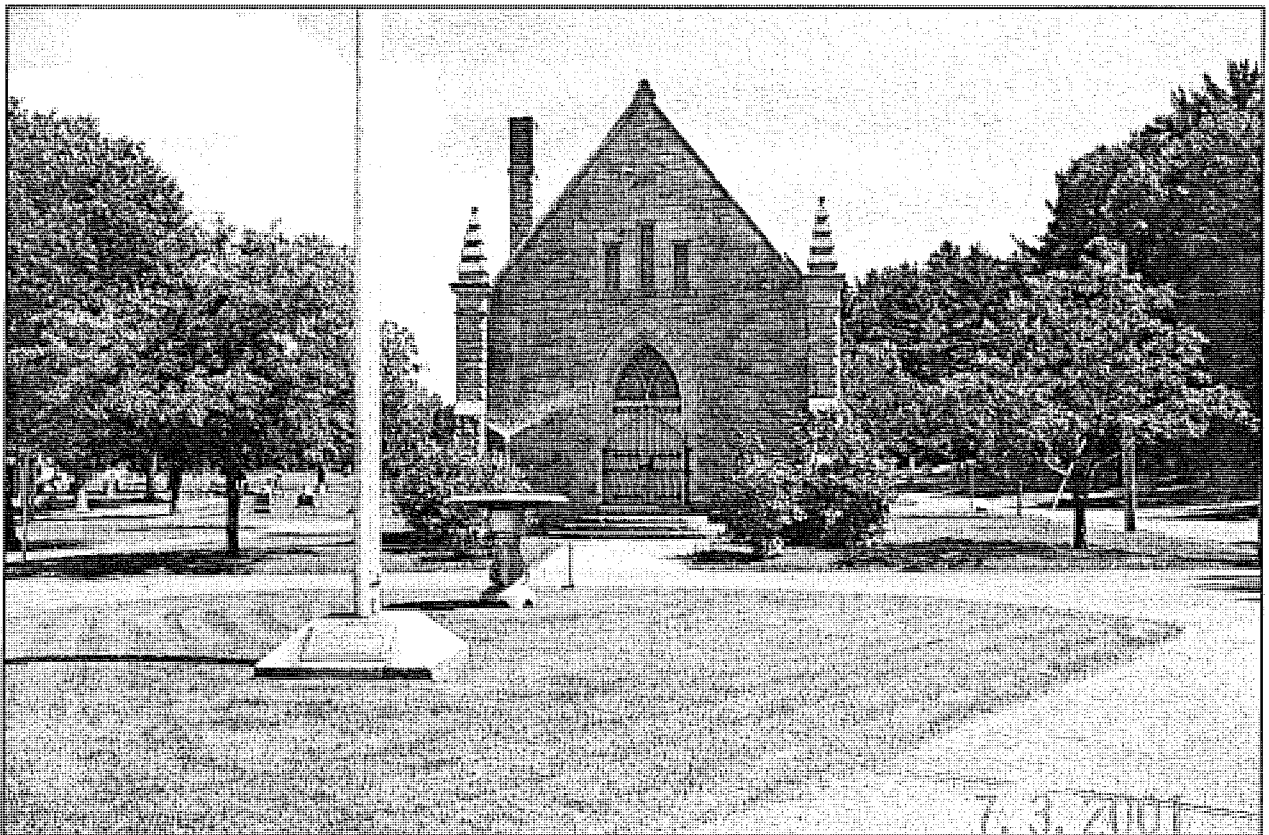
REVENUES

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.

EXPENDITURES

PERSONNEL SERVICES

The cemeteries are under the direction of the City Forester. Each cemetery is staffed with an Assistant Sexton, semi-skilled laborer, and three seasonals. Personnel costs for the cemeteries total \$357,100 and represent over 80% of the total operating expenses.



Forest Hill Cemetery Chapel

Revenue Detail

Revenue Classification	Cemetery Maintenance				
	2001 Actual	2002 Budget	2002 6-Month Actual	2002 Projection	2003 Budget
LICENSES & PERMITS					
Vault & burial permits	\$ 89,691	\$ 70,000	\$ 40,455	\$ 70,300	\$ 69,400
CHARGES FOR SERVICES					
Sale of lots	60,374	40,000	26,520	40,000	40,000
Columbarium Sales	7,645	4,000	2,885	4,000	4,000
Other cemetery charges	4,935	2,500	2,535	6,000	3,500
Total charges for services	72,954	46,500	31,940	50,000	47,500
MISCELLANEOUS					
Interest income	7,340	14,000	560	1,100	1,000
Other miscellaneous	3,100	-	-	-	-
Total miscellaneous	10,440	14,000	560	1,100	1,000
OTHER FINANCING SOURCES					
Transfer from General fund	197,504	300,400	-	309,500	325,600
Total revenues and other financing sources	\$ 370,588	\$ 430,900	\$ 72,955	\$ 430,900	\$ 443,500

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, is 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.

Staffing

Cemetery Maintenance

	2001	2002	2003
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><u>4.00</u></u>	<u><u>4.00</u></u>	<u><u>4.00</u></u>

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



Preparing a burial site

Cross divisional charges include:

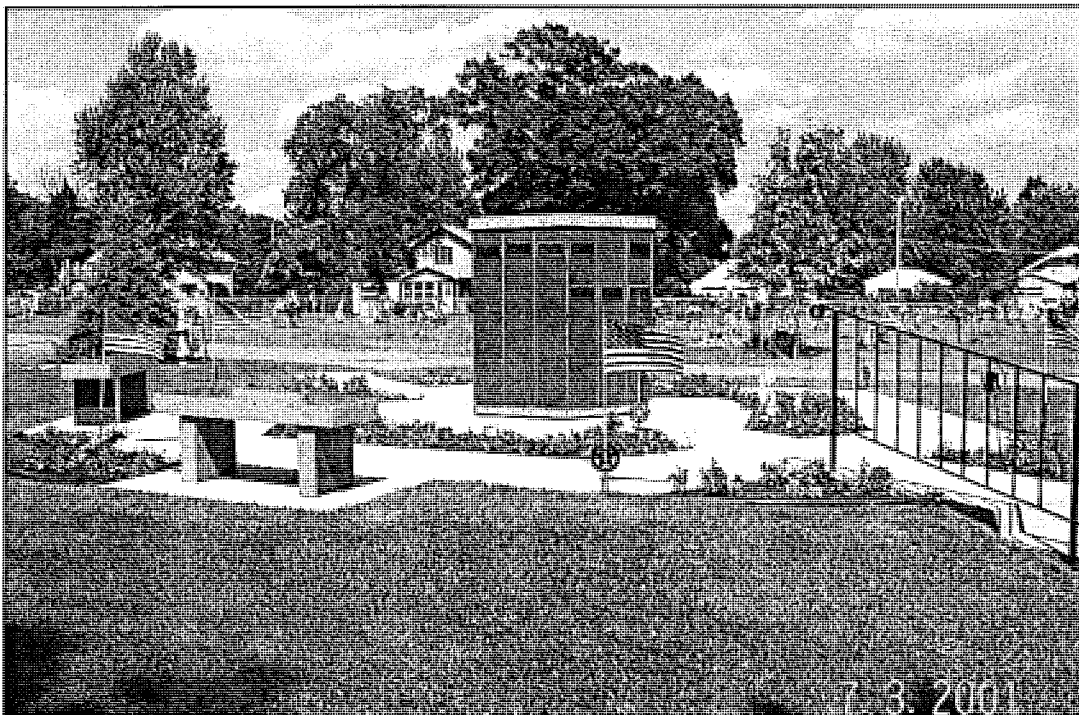
- 50% of the City Forester’s time is charged to the Cemetery Fund.

Operation Highlights

4,000 new gravesites at Lakeview Cemetery will open for sale in 2003.



Lakeview Cemetery

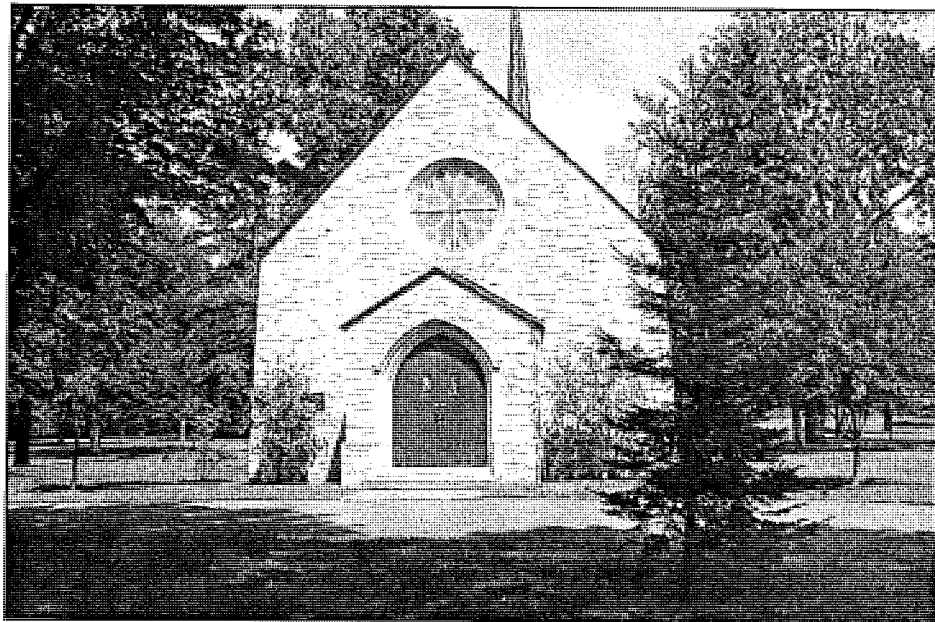


Columbarium at Forest Hill Cemetery

Activities

Services provided by the Cemetery Division included the following:

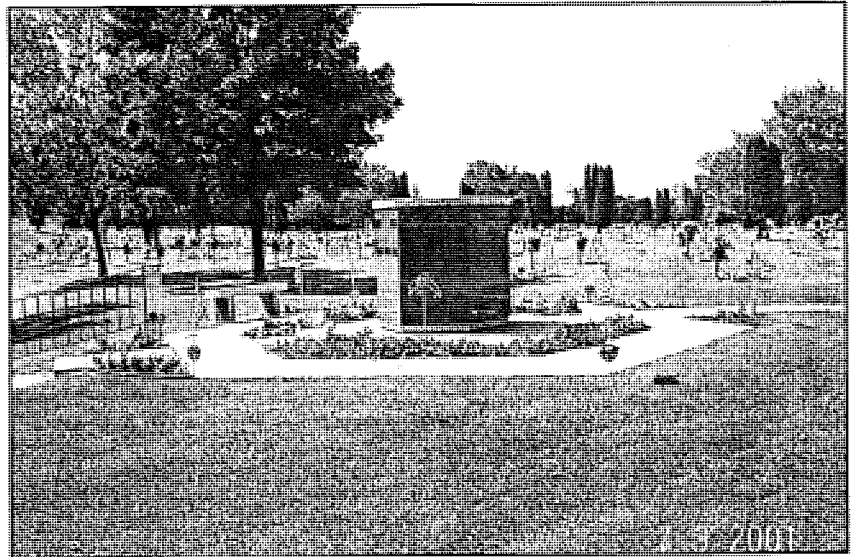
- ◆ Cemetery lot sales – average approximately 100/year
- ◆ Grave opening and closing, approximately 200/year
- ◆ Maintenance of cemetery records – currently in the process of computerizing all records
- ◆ Coordinating burials with funeral directors
- ◆ Coordinating monument companies
- ◆ Providing information to and working with the family of a deceased relative
- ◆ Providing information to individuals performing genealogical studies
- ◆ Mowing and trimming of 105 acres of land
- ◆ Watering turf, trees, and flowers
- ◆ Pesticide and fertilizer applications
- ◆ Gravel road maintenance
- ◆ Putting out veteran's 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



Chapel at Lakeview Cemetery

Facilities

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



*Columbarium at
Forest Hill Cemetery*

Equipment



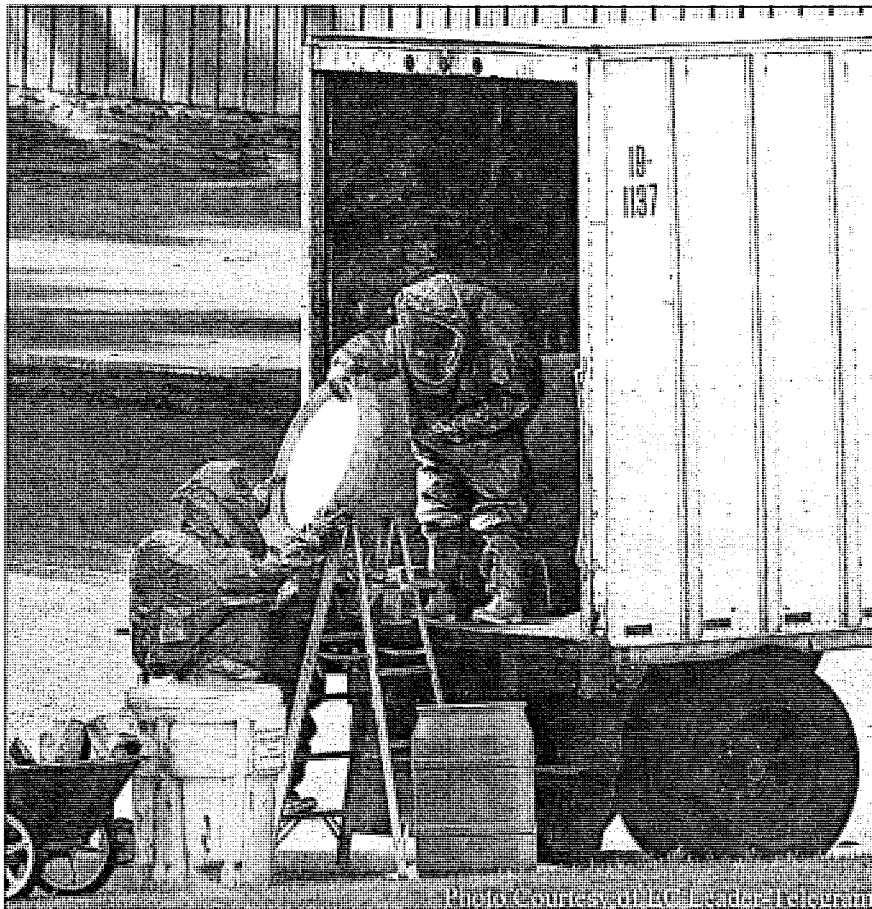
*Maintenance Staff mowing
Cemetery grounds*

- ◆ 1 backhoe
- ◆ 6 52' mowers
- ◆ 2 pugs (all terrain vehicles)
- ◆ 2 pick-up trucks w/plows
- ◆ 2 Pesticide Sprayers (Trailer)

CIP Highlights

- ◆ Lakeview Cemetery has approximately 100 lots remaining for sale. It is imperative that we begin the sale of new sites in the Fall 2003 to meet future demand.

HAZARDOUS MATERIALS RESPONSE



*July 26, 2002, Response to Mustard Oil Spill
(Preparing to Overpack Leaking 55-gallon Drum)*

Programs & Services

- ◆ Contracted with the State of Wisconsin to deliver regionalized Level “A” Hazardous Material Response.
- ◆ City of Eau Claire tax dollars were not used to develop or operate the team. The State of Wisconsin supplies funding.
- ◆ The team provides Hazardous Materials Response to 14 counties in West-Central Wisconsin.
- ◆ Joint Hazardous Materials team operations between Eau Claire Fire Rescue and the Chippewa Falls Fire Department.

Overview of Revenues and Expenditures

	<u>2001</u> <u>Actual</u>	<u>2002</u> <u>Adopted</u>	<u>2002</u> <u>6-Month</u> <u>Actual</u>	<u>2002</u> <u>Projection</u>	<u>2003</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Intergovernmental	\$ 164,800	\$ 165,000	\$ 57,066	\$ 222,100	\$ 165,000
Charges for Services	1,155	8,000	-	8,000	8,000
Miscellaneous	15,680	3,500	3,760	3,500	3,500
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Total Revenues and Other Financing Sources	181,635	176,500	60,826	233,600	176,500
Expenditures and Other Financing Uses:					
Personal Services	50,822	41,800	25,320	41,800	43,600
Contractual Services	8,301	29,800	13,903	29,800	29,800
Utilities	783	2,800	280	2,800	2,800
Fixed Charges	-	16,500	5,500	16,500	16,500
Materials & Supplies	24,471	54,500	31,488	90,600	54,500
Contributions & Other Payments	59,848	40,000	17,046	40,000	40,000
Capital Outlay	20,557	27,000	41,544	48,000	27,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures and Other Financing Uses	164,781	212,400	135,081	269,500	214,200
 Excess (Deficiency) of Funding Sources Over Uses	 \$ 16,853	 \$ (35,900)	 \$ (74,255)	 \$ (35,900)	 \$ (37,700)
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Working Capital/Available Fund Balance					
Beginning Balance	\$ 327,512	\$ 293,412		\$ 344,365	\$ 308,465
Changes in Available Balances:					
From operations	16,853	(35,900)		(35,900)	(37,700)
	<hr/>	<hr/>		<hr/>	<hr/>
Ending Balance	\$ 344,365	\$ 257,512		\$ 308,465	\$ 270,765
	<hr/> <hr/>	<hr/> <hr/>		<hr/> <hr/>	<hr/> <hr/>

Budget Overview

REVENUE

The State contract for Regional Hazardous Materials response was extended on July 1, 2002, through June 30, 2005.

EXPENDITURES

PERSONAL SERVICES

The Hazardous Materials Response team is made up of 28 members from the Eau Claire Fire Department and 12 members from the Chippewa Falls Fire Department.

EQUIPMENT PURCHASES

The State contract provides funding for equipment related to Hazardous Materials Level A responses. The department plans to acquire: fully-encapsulated suits designed specifically for WMD (Weapons of Mass Destruction) incidents; M256 training kits for WMD sampling; Dosimeter kits used for detecting radiation; Conical drain plug kits used to seal off hazardous products; haz mat boots; and updated training kits.

Staffing

40 Personnel are assigned to the Team

- ◆ 28 Members from Eau Claire Fire
- ◆ 12 Members from Chippewa Fire

Training Hours

	Eau Claire	Chippewa Falls
1998	580	280
1999	620	280
2000	636	284
2001	<u>687</u>	<u>284</u>
Totals	2,523	1,128

Revenue Detail

Hazardous Materials Response

Revenue Classification	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
INTERGOVERNMENTAL REVENUES					
State aid	\$ 164,800	\$ 165,000	\$ 57,066	\$ 222,100	\$ 165,000
CHARGES FOR SERVICES					
Hazardous response charges	1,155	8,000	-	8,000	8,000
MISCELLANEOUS					
Interest income	15,680	3,500	3,760	3,500	3,500
Total revenues	\$ <u>181,635</u>	\$ <u>176,500</u>	\$ <u>60,826</u>	\$ <u>233,600</u>	\$ <u>176,500</u>

Hazardous Materials DO NOT Cross / Hazardous Materials DO NOT Cross / Hazardous Materials DO NOT Cross / Hazardous Materials DO NOT Cross / Hazardous Materials DO NOT Cross / Hazardous Materials

INTERGOVERNMENTAL REVENUES

The City of Eau Claire and the City of Chippewa Falls have accepted a three-year grant from the State of Wisconsin to provide emergency response for hazardous material spills over a 14-county area in northwestern Wisconsin. This grant provided for training, supplies and equipment.

CHARGES FOR SERVICES

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

MISCELLANEOUS

Interest Income is earned by investing available funds in accordance with the City investment policy.

Equipment

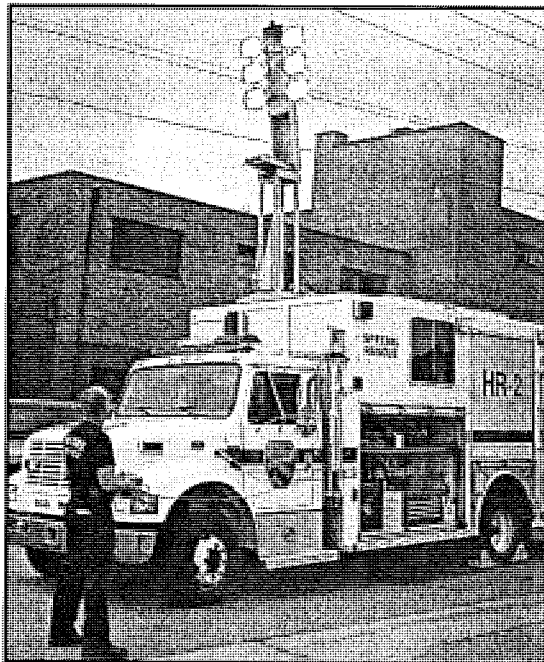
Response Team Equipment

Eau Claire

- Heavy Rescue Unit
- Hazardous Materials Assessment Vehicle
- Hazardous Material Equipment Trailer
- Command Vehicle
- Special Rescue Utility Gator

Chippewa Falls

- Hazardous Materials Vehicle
- Hazardous Material Equipment Trailer
- Command Vehicle



Equipment Purchased with WMD Grant Funds

The hazardous materials team was able to purchase personal protective and detection equipment using \$56,622 in grant monies through the State Domestic Preparedness Equipment Grant Program.

Detection Equipment

- ◆ Draeger and M256 Weapons of Mass Destruction (WMD) detection kits.
- ◆ Miran Sapphire Gas Detection Meters – Can identify several hundred different gases.
- ◆ APD-2000 Meter – Detects irritant gases and radiation, including the presence of a WMD agent or an irritant gas like pepper spray.
- ◆ Biohazard sampling kits.

Personal Protective Equipment

- ◆ PAPRs – Powered Air Purifying Respirators – A canister type respirator with the extra safety factor of a positive air pressure in the mask. The main application is when Anthrax is the potential agent present.

- ◆ Drash Tent – A 20' x 15' decontamination shelter that can be set up in as little as one minute. The tent has a 1,434 gallon containment pool that can be placed inside the tent.



Drash Decontamination Shelter

Equipment Replacement

The following is a list of equipment planned for replacement in 2003:

- ◆ Fully-encapsulated suits designed specifically for WMD incidents
- ◆ M256 training kits for WMD sampling
- ◆ Dosimeter kits used for detecting radiation
- ◆ Conical drain plug kits used to seal off hazardous products
- ◆ Haz Mat boots
- ◆ Updated training kits

L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY

The L.E. Phillips Memorial Public Library (LEPMPL) 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.

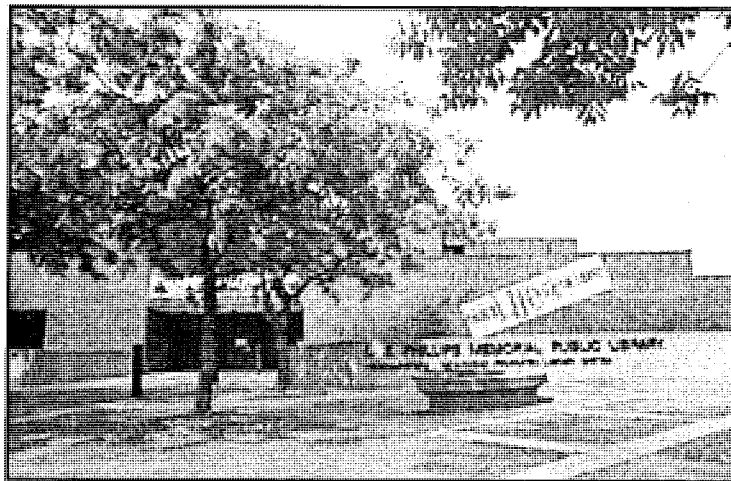
The library's policies and operations are overseen by the City of Eau Claire and governed by a ten-member library board that is appointed by the City Council and includes two representatives from Eau Claire County.

L.E. Phillips Memorial Public Library consists of 6 divisions:

- ◆ Administrative Services
- ◆ Reference Services
- ◆ Circulation Services
- ◆ Youth Services
- ◆ Technical Services
- ◆ Information Technology Services

Programs & Services

The mission of L.E. Phillips Memorial Public Library is to be a source of ideas and information, provided in a wide variety of formats, in order to meet the personal, educational and occupational needs of all its customers, enriching individual lives and contributing to the development and cultural life of the community.



L.E. Phillips Memorial Public Library located at 400 Eau Claire Street in downtown Eau Claire.

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 2,305,100	\$ 2,464,400	\$ 2,464,400	\$ 2,464,400	\$ 2,591,900
Intergovernmental	1,826	16,000	-	16,000	16,000
Fines & Forfeits	91,821	95,000	49,821	100,000	100,000
Charges for Services	7,712	31,300	4,016	7,700	32,200
Charges for Services-					
Intergovernmental	727,298	705,100	297,172	704,800	685,800
Other Operating Revenue	55,383	62,000	60,840	60,800	53,700
Miscellaneous	47,707	19,500	20,997	32,100	31,800
Other Financing Sources	408	500	-	400	400
	<u>3,237,255</u>	<u>3,393,800</u>	<u>2,897,247</u>	<u>3,386,200</u>	<u>3,511,800</u>
Total Revenues and Other Financing Sources					
Expenditures and Other Financing Uses:					
Personal Services	2,008,603	2,183,600	1,002,964	2,159,400	2,307,000
Contractual Services	289,256	367,700	173,245	331,600	386,700
Utilities	94,977	117,000	38,946	92,400	99,000
Fixed Charges	31,464	31,500	15,964	31,500	31,500
Materials & Supplies	435,686	495,300	214,506	507,700	497,300
Contributions & Other Payments	8,149	8,000	12,047	12,000	8,000
Capital Outlay	24,589	17,400	-	52,000	6,000
Other Financing Uses	251,976	233,800	99,100	233,800	306,800
	<u>3,144,699</u>	<u>3,454,300</u>	<u>1,556,772</u>	<u>3,420,400</u>	<u>3,642,300</u>
Total Expenditures and Other Financing Uses					
Excess (Deficiency) of Funding Sources Over Uses	\$ <u>92,556</u>	\$ <u>(60,500)</u>	\$ <u>1,340,475</u>	\$ <u>(34,200)</u>	\$ <u>(130,500)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 129,025	\$ 77,825		\$ 216,639	\$ 182,439
Changes in Available Balances:					
From operations	92,556	(60,500)		(34,200)	(130,500)
From (to) designated reserves	(4,942)	-		-	-
	<u>117,110</u>	<u>(60,500)</u>		<u>(34,200)</u>	<u>(130,500)</u>
Ending Balance	\$ <u>216,639</u>	\$ <u>17,325</u>		\$ <u>182,439</u>	\$ <u>51,939</u>

Budget Overview

REVENUES

Total revenues are up 4.1%. This will be the third year in which Chippewa County will be reimbursing the library for services provided to rural Chippewa County residents, due to a change in state statutes. The amount of the reimbursement from Chippewa County will be \$53,700, a decrease of 5.8%

TAXES

Gross Tax Levy - City

The gross tax levy for the city for library purposes will rise 5.2%, from \$2,464,400 in 2002 to \$2,591,900.

Estimated Property Tax Rate – City

The estimated property tax rate in the city for library purposes will rise 3.1%, from \$0.854 to \$0.881.

CHARGES - INTERGOVERNMENTAL

The charges for services to Eau Claire County will increase 0.2% to \$580,700. As noted above, Chippewa County will pay \$53,700 for services to its rural residents.

FINES & FORFEITS

Includes overdue fines and reimbursements for lost items.

CHARGES FOR SERVICES

Includes copy charges, meeting room rental and other user fees.

MISCELLANEOUS

Miscellaneous includes book bag sales, non-federal grant revenue, gifts & donations and other miscellaneous revenue.

EXPENDITURES

The library's total budgeted expenditures will rise 5.4%, from \$3,454,300 in 2002 to \$3,642,300 in 2003.

PERSONAL SERVICES

This account reflects an increase of 4.9%. The current labor agreement with AFSCME Local 284A expires on December 31, 2003. A 3% cost of living increase has been estimated for the pay steps of all library staff.

CONTRACTUAL SERVICES

Contractual services expenditures will be up 7.2%. Two major factors in this increase are the announced postage increases for 2003 and an accounting change moving \$17,000 that was in Account 6810 (Capital Purchases) to Account 6150 (Special Services) for purchase of reference subscription services

UTILITIES

The projected 15.7% decline in utility costs is due to efficiencies produced by custodial cleaning and retrofitting of the heating and air conditioning system

FIXED CHARGES

Includes insurance and special assessments.

MATERIALS & SUPPLIES

Includes all supply accounts, as well as library materials purchased for the collection.

CONTRIBUTION AND OTHER PAYMENTS

Includes refund of surplus funds under terms of the Agreement for Countywide Library Services.

CAPITAL OUTLAY

Includes purchase of new and replacement equipment.

TRANSFER TO OTHER FUNDS

The Transfer to Library Capital Projects account includes the transfer to the capital fund of the usual annual amount of \$102,800 plus \$70,000 from the capital reserves.

Revenue Detail

Public Library

Revenue Classification	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
TAXES					
City	\$ 2,305,100	\$ 2,464,400	\$ 2,464,400	\$ 2,464,400	\$ 2,591,900
INTERGOVERNMENTAL REVENUES					
Federal aid	<u>1,826</u>	<u>16,000</u>	<u>-</u>	<u>16,000</u>	<u>16,000</u>
FINES & FORFEITS					
Library fines	91,821	87,000	49,821	100,000	100,000
Miscellaneous	<u>-</u>	<u>8,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total fines & forfeits	<u>91,821</u>	<u>95,000</u>	<u>49,821</u>	<u>100,000</u>	<u>100,000</u>
CHARGES FOR SERVICES					
Miscellaneous	<u>7,712</u>	<u>31,300</u>	<u>4,016</u>	<u>7,700</u>	<u>32,200</u>
CHARGES FOR SERVICES-INTERGOVERNMENTAL					
Eau Claire County	576,514	579,700	289,723	579,400	580,700
Indianhead Federated System	<u>150,784</u>	<u>125,400</u>	<u>7,449</u>	<u>125,400</u>	<u>105,100</u>
Total charges for services - intergovernmental	<u>727,298</u>	<u>705,100</u>	<u>297,172</u>	<u>704,800</u>	<u>685,800</u>
OTHER OPERATING REVENUES	<u>55,383</u>	<u>62,000</u>	<u>60,840</u>	<u>60,800</u>	<u>53,700</u>
MISCELLANEOUS					
Grant revenue	1,600	-	1,750	800	800
Miscellaneous	<u>46,107</u>	<u>19,500</u>	<u>19,247</u>	<u>31,300</u>	<u>31,000</u>
Total miscellaneous	<u>47,707</u>	<u>19,500</u>	<u>20,997</u>	<u>32,100</u>	<u>31,800</u>
OTHER FINANCING SOURCES					
Sale of capital assets	<u>408</u>	<u>500</u>	<u>-</u>	<u>400</u>	<u>400</u>
Total revenues and other financing sources	<u>\$ 3,237,255</u>	<u>\$ 3,393,800</u>	<u>\$ 2,897,247</u>	<u>\$ 3,386,200</u>	<u>\$ 3,511,800</u>

Revenue Detail

TAXES

The L.E. Phillips Public Library is primarily supported through a City tax levy. The **2003 Tax Levy** is 73.8% of total revenues.

INTERGOVERNMENTAL REVENUES

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

FINES & FORFEITS

Fines and Forfeitures 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, Chippewa County and a contract with the Indianhead Federated Library System (IFLS). In 2003, the Eau Claire County contract payment will represent 16.5% of the total revenues for the Library operations. Chippewa County support is \$53,700. The IFLS revenue funds the interlibrary loan program and reference services provided to all members of the library system, and accounts for 3% of revenues. IFLS revenues are projected lower in 2003, pending resolution of service to residents in the Town and Village of Fairchild.

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.

Staffing

Public Library

	2001	2002	2003
Library Director	1.00	1.00	1.00
Professional 5	2.00	2.00	2.00
Professional 4	1.00	1.00	1.00
Professional 3	1.00	1.00	1.00
Professional 2	2.75	2.75	3.75
Professional 1	2.00	2.00	2.00
Library Associate II	7.39	7.39	6.38
Library Associate I	1.48	1.48	1.68
Library Assistant II	4.75	4.75	4.75
Library Assistant I	10.92	10.92	10.92
Desk Clerk	3.80	4.47	4.28
 Total FTE Positions	 38.09	 38.76	 38.76

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

Cross-divisional charges include:

- Three custodians assigned in Public Works Operations are charged back to the Library.

Operation Highlights

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



Reference Desk

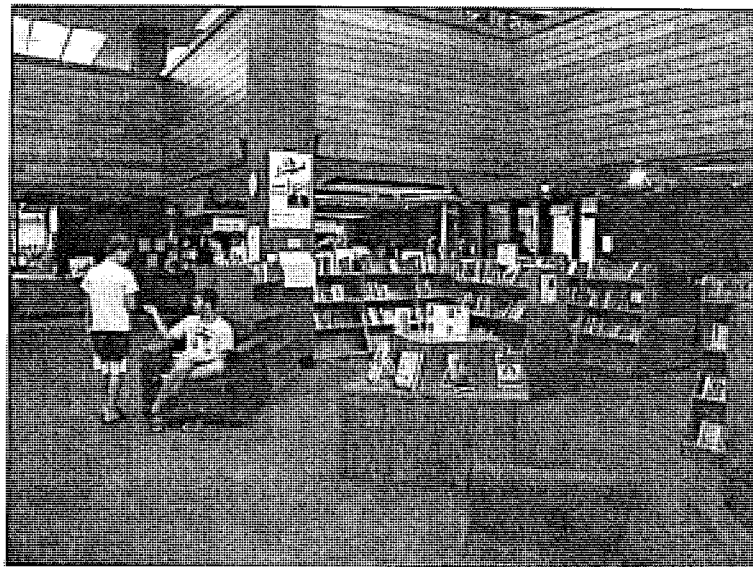
- ◆ Answering questions in person, by phone or e-mail
- ◆ Borrowing materials from other libraries
- ◆ Delivering materials to the homebound
- ◆ Referrals to community agencies and services
- ◆ Access to the Internet and other electronic resources
- ◆ Reader's advisory service
- ◆ Meeting rooms
- ◆ Access to the library's online catalog via the Internet, including access to your customer record
- ◆ Self-service holds and renewals for library materials through the online catalog
- ◆ An automated Telephone Renewal Service

2001 ANNUAL STATISTICS

Total Circulation	969,344
Total Registered Borrowers in MORE consortium from:	
City of Eau Claire	33,838
Eau Claire County municipalities without libraries.....	7,441
City of Altoona	3,158
City of Augusta	161
Village of Fall Creek.....	275
Town and Village of Fairchild.....	73
Registration as % of Population Served.....	47.5 %
Annual Library Visits	371,572
Reference Questions Answered	102,460

At the end of 2001, the library collection included:

Art Prints.....	105
Audiobooks - CD.....	317
Audiobooks – cassette.....	4,792
Books	218,847
CD Rom software	121
DVDs	833
Magazines	26,479
Maps.....	186
Microfilm/fiche	4,002
Music cassettes.....	3,877
Music CDs	9,079
Pamphlets.....	337
Videocassettes.....	13,033
Other materials.....	16,922
TOTAL	<u>298,407</u>

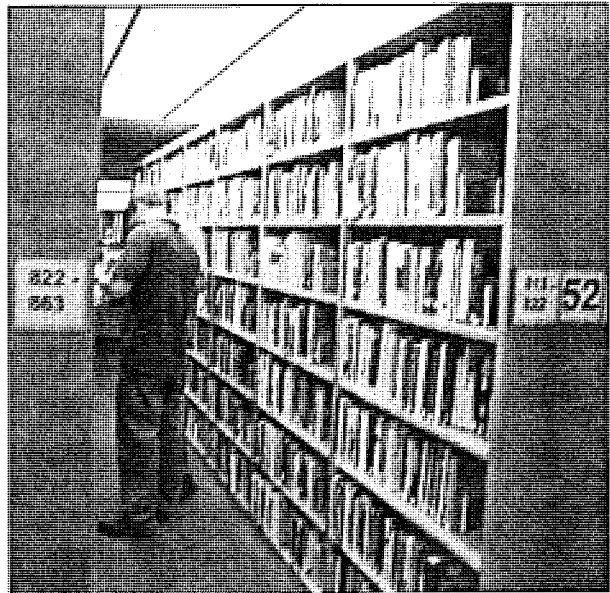


Activities

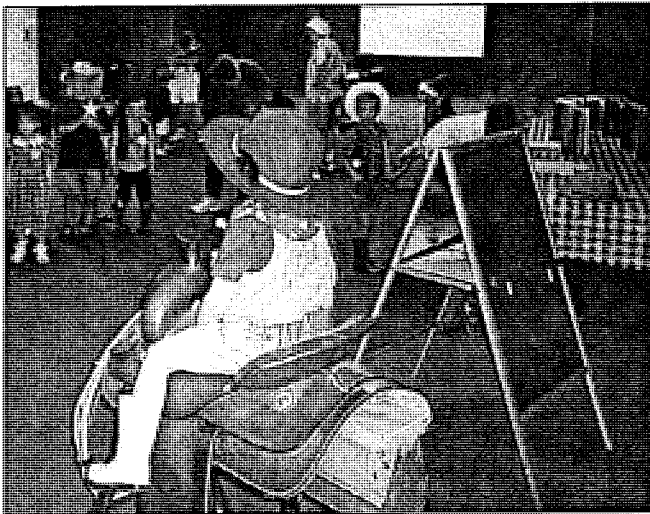
Collection and Services

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

- ◆ Best-selling 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
- ◆ Magazines and local, regional and national newspapers
- ◆ Investment, business, legal and job search information
- ◆ New reader materials
- ◆ Music cassettes and compact discs
- ◆ Videos, DVDs, books on cassette and compact disc
- ◆ Word-processing computers and printers
- ◆ Young adult area with books and magazines
- ◆ Large print books
- ◆ Tax forms and Wisconsin census records and information
- ◆ Electronic resources, including full-text magazine and newspaper articles, telephone and business listings, genealogy, law, auto repair and reader's advisory.



"New Books" shelves



Children's program in Eau Claire Room

Programs

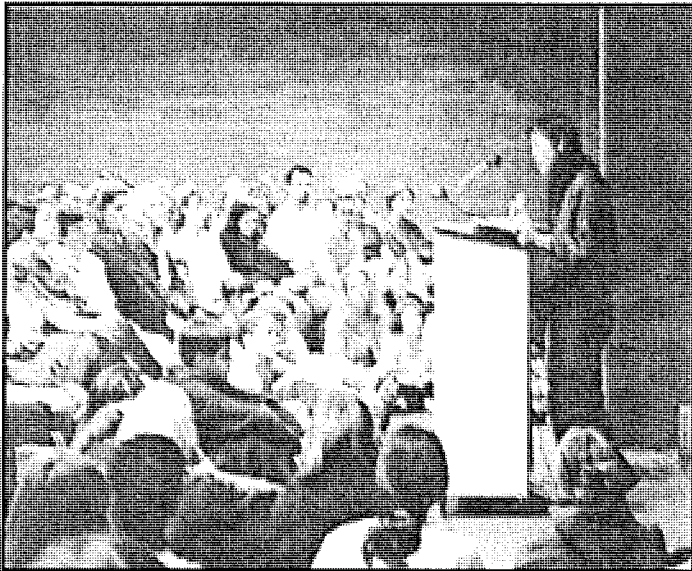
The library sponsors and coordinates a broad spectrum of programs for all ages. In 2001, library programs were attended by 15,106 children and 3,264 adults and young adults. Also during that year, 1,582 children and teenagers registered for the Summer Library Program and 173 adults registered for Club Read, a summer reading program for 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
- ◆ Cooking, gardening and health programs
- ◆ Author visits and poetry readings
- ◆ Art and history programs



Talent Show



Author Reading

- ◆ Writing workshops for adults and young adults
- ◆ Genealogy workshops
- ◆ ArtsWest, a regional juried art show held annually
- ◆ Microlab classes on computers and the Internet
- ◆ Concerts and talent shows

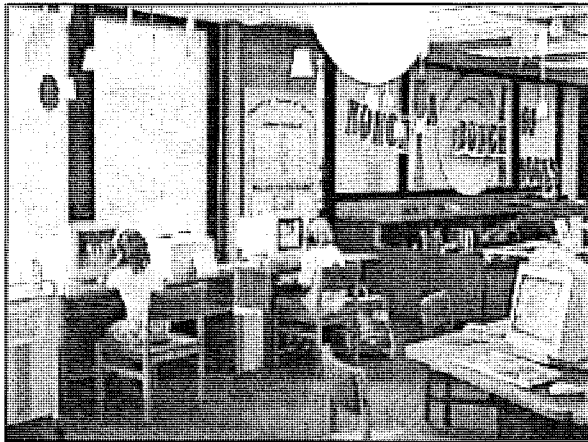
Facilities

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.

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.



Youth Services Area

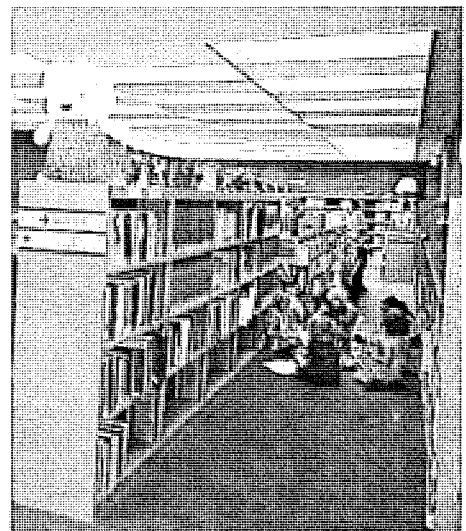


Equipment Replacement

Proposed Capital Purchases of replacement equipment include 26 microcomputers, 5 laser printers, 4 dot matrix printers, 4 bar code scanners and 1 server.

CIP Highlights

Proposed CIP expenditures for 2003 include wall covering replacements, shelving, software upgrades, landscaping and replacement of ceiling tile.



Future Outlook

◆ Expansion of the Shared Automated Library System

The shared automated library system (named 'MORE'), which LEPMPL implemented in summer 2000 along with twenty other libraries in the region, expanded to 29 libraries in 2002. Chippewa Falls Public Library will be the 30th member when it goes online on the shared system in January 2003. MORE membership is expected to expand further over the next three years. 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.

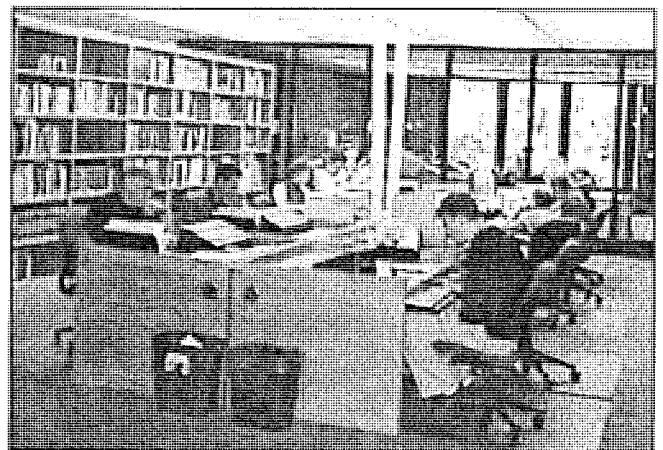
MORE
My On-Line Resource

A customer at LEPMPL who is looking for a book on attention-deficit hyperactivity disorder (ADHD), for example, sees 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 orders go, without any staff intervention, to those libraries that have the available items. Staff members there get the items from their shelves and send them to LEPMPL, where the customer originated the order. Since the average delivery time is just a few days, the customer essentially has access to a single, large library with twenty-nine locations.

L.E. Phillips Memorial Public Library has had exploratory meetings with officials of McIntyre Library at UW-Eau Claire. The objective is to provide fast, easy access to the collection of both libraries for all of our customers. Daily delivery of ordered items to both of the libraries is being planned. Goals adopted by the Library Board also call for future L.E. Phillips Memorial Public Library planning with UW- Stout and UW-River Falls for fast, easy access to all three collections for all of our customers.

◆ 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.



Internet Computers

By mid-2002, the library had 50 computer workstations in place in support of this network, including six workstations in Youth Services and eight in the microlab adjacent to the Reference area. The Youth Services workstations offer educational and recreational software with the potential for access to all of the other electronic services of the library. The microlab is equipped with workstations that are used to provide instruction to groups, including seniors, young adults and people interested in such topics as investments, small business, travel, or genealogy, as well as customers who want to learn more about using the library. Library staff is 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, has developed specialized guides on topics of particular interest to library customers that are available through the library web site 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 web site, located at www.eauclaire.lib.wi.us. In addition to providing access to the library's online catalog, the library is using the web site to inform the public about library services, materials and events. As the web site evolves, it will also become a clearinghouse for community information--including area events--and information on local businesses, organizations, educational institutions and government agencies.

The library is placing 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 initiated a campaign of increased community outreach with a presence at area fairs, festivals, expositions, schools, and special high interest intergenerational programs. Youth Services staff has expanded its outreach and programming efforts to include new audiences, such as pre-toddlers in a lapsit program, and has developed 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.



An Outdoor Concert

◆ **Shared Reference Services Network**

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.

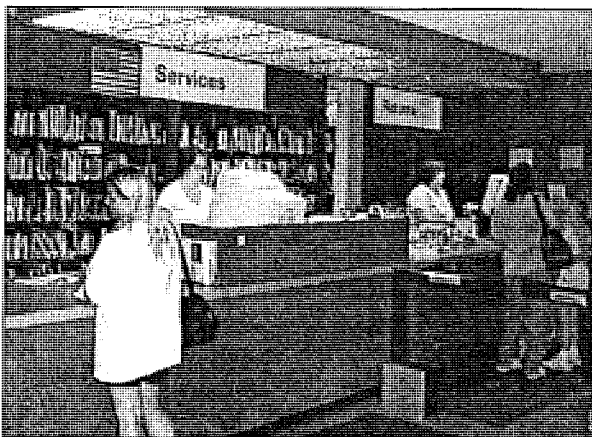
The library has joined with UW-Eau Claire's McIntyre Library, nine other UW libraries, three Wisconsin public libraries and five other Wisconsin library agencies to collaborate with the Library of Congress on a pilot project in 2003 designed to introduce digital reference service to Wisconsin libraries. The pilot project will:

- Allow customers to submit questions around the clock, even when the library is closed.
- Allow the library to refer submitted questions to other participating libraries based on the availability and expertise of these libraries.
- Allow the library to work with the participating libraries in building and accessing shared knowledge bases of completed questions.
- Allow the library to use tools like e-mail, web forms, chat and page sharing to answer reference questions from customers on the web.
- Allow customers integrated access to online reference services.

◆ **Enhancing Cultural, Educational and Recreational Experiences at the Library**

At the same time the library is expanding electronic connections with other libraries, the library is continuing to evaluate 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.



Library Legislation and Funding Task Force

The State Superintendent of Public Instruction appointed a Task Force in early 2002 to look at possible state legislative changes relating to libraries and their funding. At mid-year, the Task Force has nearly completed its work, which includes the following recommendations that, if implemented by the Legislature, would improve public library services in Fairchild and would require Fairchild to reimburse the L.E. Phillips Memorial Public Library for services provided to Fairchild residents:

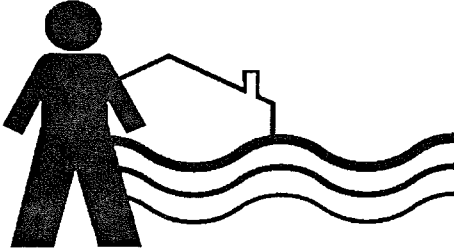
1. Require that as a condition of library system membership (our library system is the Indianhead Federated Library System), a public library pay the certified head librarian for a minimum of 10 regularly scheduled hours per week of work in the library building, during the time that the library is open to the public.
2. Require that as a condition of library system membership a public library annually spend at least \$3,333 for purchase of collection materials by the year 2006.
3. Allow county library service plans to require reimbursement for crossover library use in order for a library to exempt itself from the county levy. If adopted by Eau Claire County, this would require Fairchild to reimburse the L.E. Phillips Memorial Public Library for services provided to Fairchild residents, or lose their exemption from the county library charge (under which charge Eau Claire County would collect the needed money and reimburse the L.E. Phillips Memorial Public Library for services to Fairchild residents).
4. Allow a public library system board (locally, this would be the Board of Trustees of the Indianhead Federated Library System) to adopt a plan requiring participating public libraries to compensate other participating public libraries for crossover library use. If adopted by the system board, this would require Fairchild to reimburse the L.E. Phillips Memorial Public Library for services provided to residents of Fairchild

Measures of Electronic Use

The library is participating with several other Wisconsin public libraries, the Wisconsin Department of Public Instruction, the Federal Institute of Museums and Library Services and Florida State University in a national pilot project on the collection of measures of use of electronic library resources. In 2003, we hope to assist with the adoption of nationally agreed-upon standards for the collection of these measures.

As an innovative and forward-looking organization, the library will continue to look for ways to blend technology with print and human resources to anticipate our community's changing needs and expectations.

CITY-COUNTY HEALTH DEPARTMENT



City-County Health Department consists of 3 sections:

- Administration
- Public Health Nursing
- Environmental Health

Programs & Services

Vision Statement

The Department will strengthen the health of the community by:

- Providing public health leadership;
- Fostering excellence in public health services;
- Encouraging and participating in collaborative partnerships; and
- Anticipating and responding to changes influencing public health.

Mission Statement

The City-County Health Department is a local governmental 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.

Department 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 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 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.

Overview of Revenues and Expenditures

	<u>2001</u>	<u>2002</u>	<u>2002</u>	<u>2002</u>	<u>2003</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 1,268,400	\$ 1,291,300	\$ 1,291,300	\$ 1,291,300	\$ 1,379,500
Intergovernmental	724,584	570,400	314,062	663,700	618,300
Licenses & Permits	213,698	212,900	140,309	228,700	243,600
Charges for Services	123,297	168,400	49,445	138,500	127,400
Charges for Services-					
Intergovernmental	783,653	829,000	348,385	837,700	881,400
Miscellaneous	89,340	17,500	6,551	11,100	2,500
Other Financing Sources	24,359	31,000	13,067	41,000	55,000
	3,227,332	3,120,500	2,163,119	3,212,000	3,307,700
Total Revenues and Other Financing Sources					
Expenditures and Other Financing Uses:					
Personal Services	2,643,199	2,190,600	1,312,321	2,733,500	2,336,900
Contractual Services	275,659	157,600	63,264	258,100	161,400
Utilities	17,069	14,700	6,374	19,000	14,700
Fixed Charges	8,635	17,300	7,696	11,800	11,800
Materials & Supplies	170,050	787,500	71,336	217,800	824,800
Capital Outlay	24,982	30,800	-	28,200	-
	3,139,596	3,198,500	1,460,991	3,268,400	3,349,600
Total Expenditures and Other Financing Uses					
Excess (Deficiency) of Funding Sources Over Uses	\$ <u>87,736</u>	\$ <u>(78,000)</u>	\$ <u>702,127</u>	\$ <u>(56,400)</u>	\$ <u>(41,900)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 150,624	\$ 148,824		\$ 238,360	\$ 181,960
Changes in Available Balances:					
From operations	<u>87,736</u>	<u>(78,000)</u>		<u>(56,400)</u>	<u>(41,900)</u>
Ending Balance	<u>\$ 238,360</u>	<u>\$ 70,824</u>		<u>\$ 181,960</u>	<u>\$ 140,060</u>

Budget Overview

REVENUES

TAX LEVY AND PROPERTY TAX RATE

The gross tax levy for the city for health services increased \$88,200 from \$1,291,300 to \$1,379,500. Last year the tax levy for the city only increased 1.81% (\$22,900). The estimated property tax rate for Health Department purposes will be \$.469

CHARGES FOR SERVICES-INTERGOVERNMENTAL

State/federal/local grant revenues increased \$47,900. Eau Claire County support increased \$42,800. Eau Claire County support is approximately 26% of revenues.

LICENSES & PERMITS / CHARGES FOR SERVICES

Annually, the Board of Health reviews fees charged by the Department. Fees for licensed establishments were increased in 2002 and will be reviewed again in 2003. The Board has reviewed fees for nursing services, fees for environmental health licenses and permits and included any changes expected at this time in the 2003 budget.

EXPENDITURES

PERSONNEL SERVICES

Salary accounts include all appropriate merit steps expected during the year plus an adjustment to base salary structure of 3.0%.

Wisconsin Retirement Fund – The contribution rate increased from 9.9% in 2002 to 10.3% in 2003.

Health Insurance - The department pays up to 95% of the lowest family policy offered. Contracts with health insurance carriers are awarded each July. The increase to the Department-paid family policy starting 7/1/02 was approximately 21%. The premiums as of 7/1/03 are projected to increase by 30%.

CONTRACTUAL SERVICES

Workers Compensation - The insurance carrier has reclassified our staff as “Physician and Clerical: instead of “Public Health Nursing Association.” This reduced the rate per \$100 of salary from \$3.03 to .35. This changed our experience modification from .70 to 1.14. The overall premium was significantly reduced and we do not expect any dividends with these rates.

MATERIALS & SUPPLIES

Flu Vaccine – The cost of flu vaccine for 2002 will be \$2.55/dose using 10-dose vials. We have decreased the number of shots to be given based on volume from 2000 and 2001. We have increased the cost for 2003, planning to use single dose syringes. At this time we do not know what the Medicare reimbursement limit will be for 2002 or 2003. We have heard projections that Medicare’s coverage will be 5.4% less than the 2001 rate of \$11.39.

Revenue Detail

City-County Health Department

<u>Revenue Classification</u>	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
TAXES					
City	\$ 1,268,400	\$ 1,291,300	\$ 1,291,300	\$ 1,291,300	\$ 1,379,500
INTERGOVERNMENTAL REVENUES					
Federal aid	239,327	240,000	106,395	252,400	249,900
State aid	485,257	330,400	207,667	411,300	368,400
Total intergovernmental revenues	<u>724,584</u>	<u>570,400</u>	<u>314,062</u>	<u>663,700</u>	<u>618,300</u>
LICENSES & PERMITS					
Hotel and restaurant	75,164	73,900	55,389	82,900	82,900
Other	138,535	139,000	84,920	145,800	160,700
Total licenses & permits	<u>213,698</u>	<u>212,900</u>	<u>140,309</u>	<u>228,700</u>	<u>243,600</u>
CHARGES FOR SERVICES					
Miscellaneous	123,297	168,400	49,445	138,500	127,400
CHARGES FOR SERVICES-INTERGOVERNMENTAL					
Property taxes-county	741,155	801,200	333,835	801,200	844,000
Miscellaneous	42,498	27,800	14,550	36,500	37,400
Total charges for services - intergovernmental	<u>783,653</u>	<u>829,000</u>	<u>348,385</u>	<u>837,700</u>	<u>881,400</u>
MISCELLANEOUS REVENUES					
Miscellaneous	89,340	17,500	6,551	11,100	2,500
OTHER FINANCING SOURCES					
Transfers from CDBG	24,359	31,000	13,067	41,000	55,000
Total revenues and other financing sources	<u>\$ 3,227,332</u>	<u>\$ 3,120,500</u>	<u>\$ 2,163,119</u>	<u>\$ 3,212,000</u>	<u>\$ 3,307,700</u>

Revenue Detail

TAXES

The City-County Health Department is supported in part by a tax levy on property in the City of Eau Claire. In 2003, taxes on City properties provide 41% of total revenues.

INTERGOVERNMENTAL REVENUES

The City-County Health Department receives **Federal Aid** to support the Woman-Infant-Child (WIC) Nutrition Program.

State Aid grants are actively sought to help provide programs not supported by local property taxes, such Maternal Child Health, Reproductive Health, Radon Information, Lead Poisoning Prevention, and Tobacco Control/Prevention.

Grants are estimated to provide 18.7% of all revenues in 2003.

LICENSES AND PERMITS

Hotel and Restaurant Licenses will account for 2.5% of revenue in 2003. Other licenses and permits include retail food licenses, rooming house licenses and sanitary system permits.

CHARGES FOR SERVICES

Charges for services include taxes levied by Eau Claire County. In 2003, **County Property Taxes** will account for 26% of revenue.

Miscellaneous charges for services include fees for services such as 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 housing inspections for code compliance within neighborhoods consisting predominantly of persons of low and moderate income. For 2003, the funding from CDBG increased by \$24,000 from \$31,000 to \$55,000. This will reduce the amount tax levy needed to operate this program.

Staffing

City-County Health Department

	2001	2002	2003
Director	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00
Confidential Secretary	1.00	-	-
Front Office Associate	2.39	3.35	3.28
PC Applications Specialist	0.60	0.60	0.60
Community Health Educator	1.00	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 Aide	1.00	1.00	1.00
Bilingual Health Aide	1.40	1.40	1.40
Registered Dietician	0.10	0.20	0.20
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Specialist	6.60	6.60	6.25
Laboratory Chemist	1.00	1.00	1.00
Microbiology Coordinator	1.00	1.00	1.00
Laboratory Technician	0.80	0.80	0.80
Environmental Health Technician	1.00	1.00	1.00
Environmental Health Aid	0.23	0.23	0.23
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>34.54</u>	<u>34.60</u>	<u>34.18</u>
Grant Positions	12.38	12.30	11.27

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

Activities

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; and (7) Assure that measures are taken to provide an environment in which individuals can be healthy.

What is Public Health?*

Public health is defined as a system, a social enterprise whose focus is on the population as a whole. A public health system seeks to extend the benefits of current knowledge in ways that will have maximum impact on the health status of an entire population in several key areas (Public Health Functions Committee, 1994):

1. Prevent injury, illness and the spread of disease
2. Create a healthful environment and protect against environmental hazards
3. Promote and engage healthy behaviors and promote mental health.
4. Respond to disasters and assist communities in recovery
5. Promote accessible, high quality health services.

12 Essential Services

The Public Health Core Functions (assessment, policy development, and assurance) are set forth in state statute, detailing what is legally required of state and local public health departments. The work of the public health system – all the partners around the state – builds from these functions to encompass 12 Essential Services:

1. Monitor health status to identify community health problems
2. Identify, investigate, control, and prevent health problems and environmental health hazards in the community
3. Educate the public about current and emerging health issues
4. Promote community partnerships to identify and solve health problems
5. Create policies and plans that support individual and community health efforts
6. Enforce laws and regulations that protect health and ensure safety
7. Link people to needed health services
8. Assure a diverse, adequate and competent workforce to support the public health system
9. Evaluate effectiveness, accessibility, and quality of personal and population-based health services
10. Conduct research to seek new insights and innovative solutions to health problems
11. Assure access to primary health care for all
12. Foster the understanding and promotion of social and economic conditions that support good health.

*Healthiest Wisconsin 2010: A Partnership Plan to Improve the Health of the Public

Operation Highlights

During the past year, the Health Department worked on several program goals:

- The whole issue of national security shook our confidence during the September 11th attacks on our homeland. Then in October, an infectious bacteria called Bacillus anthracis (anthrax) contaminated our mail system in Florida, Washington D.C., and New York City. Later that month the City-County Health Department collaborated with the police department, fire officials, sheriff department, and health care providers during several anthrax scares. There were instances in the city-county where individuals and businesses wanted testing of suspicious powders because of the heightened awareness of anthrax. Our Health Department was a source of accurate information for the public, employers, public safety staff and the news media.
- The Tobacco-Free Partnership successfully ended its first year work plan. Efforts of the 60 member Tobacco-Free Partnership of Eau Claire County included: surveying 32 businesses, finding 81% not allowing smoking inside their buildings; distributing over 2000 copies of the newly revised Smoking Cessation Resource Guide; supporting high school students in obtaining a \$2500 grant to Fight Against Corporate Tobacco; and providing cessation information to UW-EC students. The Tobacco-Free Partnership worked diligently in supporting the maintenance of Eau Claire City's "Smoke-Free Dining Ordinance" with City Council members.
- To minimize adverse effects from late shipments of influenza vaccine, Health Department staff met with community medical providers to develop and carry out a collaborative Influenza Immunizations Strategy for Eau Claire County. Vaccine availability was tracked and priority groups were identified to get the available vaccine to those most in need in our community. When the needs of the high-risk groups were met and an adequate vaccine supply became available, vaccination was offered to anyone who wished to avoid becoming ill with influenza. Public health nurses immunized 1,430 individuals at 28 sites throughout Eau Claire County.
- The Eau Claire City-County Health Department celebrated its 60th anniversary of service this year (1941 - 2001). Over 75 people attended the dinner program at a local hotel to celebrate public health. It was recognized that a high standard of health has been achieved in our community by working successfully in partnerships for the benefit and protection of everyone in our city and county. Our elected officials in the city and county need to be thanked for supporting this city-county model. It still remains the only one in the State of Wisconsin.

Public Health Nursing Operation Highlights

During 2001, the public health nursing staff and administration continued to fulfill responsibilities mandated by state statutes and administrative rules, while initiating new and exciting activities to address changing needs. Highlights of these activities follow:

To promote and protect the health of populations in our community, public health nursing –

- participated in emergency preparedness and bio-terrorism response planning,
- participated in Chippewa Valley Safe Kids Coalition car seat checks and child safety fair,
- developed and distributed a 360-page health resource manual to 200 licensed and certified child care providers in Eau Claire County,
- offered five workshops addressing child health issues for child care providers and participating parents,
- implemented a domestic violence training project,
- worked with the School Health Committee to develop and implement an Animal Policy in Eau Claire Area Schools,
- implemented a Healthy Home Initiative, conducting home safety assessments and providing safety supplies and education to families in need,
- utilized grant funds to provide enhanced case management services for children with special health care needs, and
- working with the department's Hmong and Spanish interpreters, the Outreach Coordinator developed and distributed culturally and linguistically appropriate brochures addressing early pregnancy testing, early prenatal care, and how to access services.



To address unmet needs for nutrition education in the community, registered dietitians –

- expanded the Community Nutrition Program,
- developed an educational plan encouraging WIC participants to make low fat milk choices when appropriate, and
- worked with the Chippewa Valley Breastfeeding Task Force to develop a breastfeeding support plan.

To determine unmet needs of populations in the community and interventions to address those needs, public health nurses collaborated with agency staff and community partners to –

- conduct a community needs assessment of unmet needs for family planning and reproductive health services, and
- develop a plan to promote early pregnancy testing, and early entry to prenatal care and WIC.

To accomplish community-wide initiatives, public health nurses and administration collaborated with many community members in Healthy Communities Action Team activities:

- Provided Brain Team educational presentations about early childhood brain research findings and the implications for parenting and child care.
- Collaborated with the Healthy Communities Health Care Access Action Team, the Eau Claire Regional Dental Hygienists' Association, the Healthy Smiles for Wisconsin Program, and the CESA 11 Rural Health Dental clinic to conduct a school-based dental sealant project serving 158 children without access to preventive dental care.
- Continued the "Rise and Shine - It's Breakfast Time!" campaign of the Child Nutrition Subcommittee, conducting a repeat breakfast survey to measure outcomes, and presenting findings to school groups and the Altoona Children's Council.
- Advocated for community child care needs, working with the Child Care Subcommittee to plan and coordinate two community child care events.
- Planned and participated in an Infant and Child Health Action Team legislative breakfast focused on child brain development and public policy implications.
- Planned with the Excellence Subcommittee for community-wide child care provider education, parent education, and health services.
- Participated with the Health Promotion Action Team in conducting a restaurant survey and developing a brochure identifying the availability of menu choices that include fruits and vegetables.

In the coming year, public health nursing looks forward to continuing to work together with the community, developing innovative approaches and collaborative initiatives to address health needs in our community.



Maternal and Child Health Services

Work with individuals, families and community groups to assess and improve the health status of children, families, and vulnerable population groups in the community –

- ◆ Provide family health visits for more than 1300 individuals; teach about pregnancy, newborn care, breastfeeding, and child growth and development
- ◆ Provide case management services for children with special health needs

- ◆ Provide prenatal care coordination for women with high-risk pregnancies
- ◆ Conduct community initiatives to assess and improve the health status of children and families
- ◆ Conduct home safety and lead exposure risk assessments and education



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 (WIC)
- ◆ Annual fall influenza clinics

Adult Health Maintenance Clinics

- ◆ Provide approximately 1000 health maintenance visits for 225 individuals
- ◆ Monitor blood pressures and blood sugars
- ◆ Promote positive health practices
- ◆ Teach about diagnosis, diet and nutrition

Adult Health Services

Provide interventions directed toward improving the health of vulnerable individuals and population groups in the community –

- ◆ Make home visits to individuals with acute and chronic diseases; teach about diet, medication, disease process and lifestyle modifications
- ◆ Refer to community resources
- ◆ Provide adult health educational presentations and phone consultations

Immunization Clinics

Administer more than 4700 immunizations through clinics to protect against these diseases:

- Chicken Pox
- Diphtheria
- Hepatitis B
- HiB
- Influenza
- Measles
- Mumps
- Pneumococcal infections
- Polio
- Rubella
- Tetanus
- Whooping Cough

Family Planning Clinic

Provide reproductive health services for uninsured and underinsured women who would not otherwise have access to this preventive service –

- ◆ A nurse practitioner provides assessment, teaching and contraceptive methods for more than 900 women
- ◆ Fees are based on ability to pay

AIDS Counseling and Antibody Testing

- ◆ Assess risk of infection and counsel patients about prevention and transmission of the AIDS virus
- ◆ Take blood samples for AIDS antibody testing for approximately 200 individuals

Communicable Disease Control

- ◆ Provide public protection by minimizing the spread of diseases such as:
 - Chlamydia
 - E Coli
 - Hepatitis
 - Meningitis
 - Salmonella
 - Tuberculosis
- ◆ Conduct investigations and follow-up on more than 380 reported cases of communicable disease



Sexually Transmitted Disease Clinics

Prevent and control sexually transmitted disease in the community –

- ◆ Provide screening, treatment, contact interviews and follow-up for approximately 800 individuals

School Nursing

- ◆ Serve 15,600 students enrolled in 40 City-County schools
- ◆ Institute health policies, practices and screening programs
- ◆ Consult with school personnel, students and parents about health concerns of students

Community Nutrition Program

- ◆ Nutrition consultation for families and professionals by registered dietitians
- ◆ Community-wide nutrition education through the news media, displays and presentations
- ◆ Work with community groups to address nutrition components in wellness initiatives

Birth to Three Program

Serve families with children who are ages birth to three years and have a cognitive delay or disability –

- ◆ Work with the Department of Human Services to identify, refer and evaluate potentially eligible children
- ◆ Provide nursing consultations for 200 children and service coordination for more than 90 children and families
- ◆ Provide approximately 20 nutrition consultations

Wisconsin Well Woman Program

Enroll eligible women based on age, income and lack of adequate insurance coverage who are in need of screening for breast and cervical cancer, depression, diabetes, domestic violence, heart disease, high blood pressure and/or osteoporosis –

- ◆ Coordinate services and follow-up care for more than 1000 eligible women receiving screenings by community medical providers

WIC Program

This program serves as an adjunct to health care during critical times of growth and development, providing nutritious supplemental foods, nutrition assessment and education, and referrals to area physicians and community resources –

- ◆ Provide supplemental food and nutrition program for approximately 3400 pregnant or breastfeeding women, infants and children under age five
- ◆ Serve approximately 1900 individuals each month
- ◆ WIC food drafts redeemed at grocery stores and pharmacies in Eau Claire County totaled \$1,128,270 in 2001



WIC staff provides nutrition education to clients.

Environmental Health Operation Highlights

State Statute Chapter 254 defines environmental health as the assessment, management, control and prevention of environmental factors that may adversely affect the health, safety or well-being of individuals. The following reflects some of the accomplishments of our highly trained environmental health and laboratory staff and highlights program changes during 2001.

Environmental health staff implemented the new state code, effective February 1, 2001, which includes some major changes in requirements for the restaurants and retail food stores. Staff organized a focus group of food industry representatives to obtain their ideas on informing food service operators about the new requirements. As a result of ideas from the focus group, staff has developed food fact sheets, prepared newsletters and initiated scheduled educational inspections.

A serious problem of large amounts of refuse placed at curbside and not removed in a timely manner during the annual spring move out in specific neighborhoods was substantially improved this year. Most refuse was collected within 24 hours of being placed at curbside. Staff worked with the assistant city attorney, refuse companies, landlord association, University Senate representatives and neighborhood association to plan and achieve this accomplishment.

An additional effort, "Don't Dump It - Donate It", helped to reduce the amount of refuse during the annual spring move out by providing a convenient location for tenants to bring furniture and other items to donate. A semi-truck provided by Goodwill was completely filled. Interfaith Hospitality also obtained beds, TV's and microwave ovens. This project's success is largely due to the cooperation and participation of student representatives from the University Student Senate and Environmental Public Health Club.

A contract with DNR will provide reimbursement for our staff to investigate air pollution complaints. This contract provides reimbursement of \$75 per complaint investigated, up to 30 complaints annually.

An environmental health staff person is a member of a Mercury Reduction Advisory Committee, a consortium of representatives from Eau Claire, Dunn and Chippewa Counties. A seminar on "Reducing Mercury in Health Care" was planned and conducted in September.

The Director of Environmental Health is a member of the City Neighborhood Services Team, with representatives also from City Police, Fire, City Attorney and Community Development Departments to primarily provide a more structured approach to address neighborhood concerns.

The Director of Environmental Health participated on the Seven Mile Landfill Negotiating Committee. A final agreement was reached with Superior Services, Inc. and approved by the City Council and County Board. Many of the negotiated standards for operating the landfill became effective January 1, 2002. A representative of the Health Department will be on the standing committee, responsible for monitoring compliance with the agreement terms.

After approaching training and changes to the County Sanitary Code, environmental health staff initiated plan review for alternate sewage disposal systems such as mounds and in ground pressure systems. Prior to this change, plans for these types of systems had to be submitted to the Department of Commerce. Local review and approval has significantly reduced the time for when a homeowner or contractor submits their plans to when they can begin construction.

The Department of Commerce conducted an audit of the Health Department's program to administer the Wisconsin Fund of approximately \$100,000 a year to assist Eau Claire County homeowners to replace their failing sewage system. Our department received an excellent review of compliance.

Environmental health staff investigated two food borne outbreaks. One outbreak was caused by salmonella contaminated food served at a potluck meal and the other was caused by salmonella contaminated meat served at a private wedding party.



Solid Waste Management

- ◆ Investigate approximately 300 human health hazards caused by improper storage or disposal of refuse 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
- ◆ Planned and organized the second annual "Don't Dump It - Donate It" project to provide an opportunity for student renters to donate their furniture and other useable items during the spring move-out

Occupational Health and Air Quality

- ◆ Investigate odor and air pollution complaints
- ◆ Investigate indoor air quality problems, such as radon, formaldehyde and carbon monoxide, for approximately 35 citizen requests



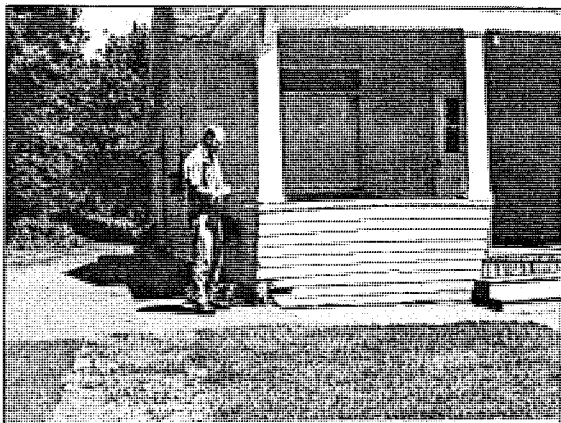
Items are checked as they arrive at the second annual "Don't Dump it - Donate It" project site.

Food Protection

- ◆ 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
- ◆ Investigated a total of 26 complaints of food borne illness involving 59 individuals; two outbreaks were confirmed involving salmonella bacteria

Recreational Sanitation

- ◆ License and inspect over 50 public swimming pools
- ◆ Routinely sample all public beaches and swimming pools for water quality
- ◆ Annually inspect campgrounds and parks



Environmental health specialists conduct housing inspections to identify health hazards and safety problems.

Drinking Water and Ground Water Protections

- ◆ Conducted inspections of 259 new sewage systems and enforced correction of malfunctioning sewage systems
- ◆ Inspected 182 public and private wells to assess their sanitary condition
- ◆ Required proper abandonment of approximately 24 wells that are no longer in use to protect groundwater
- ◆ Provided consultation to approximately 208 citizens on drinking water quality problems

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

Housing Inspections and Surveys

- ◆ Annually inspect 171 licensed rooming houses and 442 other properties on a complaint basis and for the Intensified Housing Code Compliance Program to improve the condition of housing units on a systematized basis using the Housing Maintenance and Occupancy Code as an enforcement tool
- ◆ Perform lead hazard inspections for suspected childhood lead poisoning cases
- ◆ License and inspect hotel and motels on a routine basis to maintain health standards
- ◆ License and inspect mobile home parks annually to assess compliance with local and state regulations

Rodent and Vector/Rabies Control

- ◆ Perform follow-up each year for approximately 200 reported animal bites to humans, requiring a 10-day quarantine of the animal and laboratory testing to rule out rabies infections
- ◆ Provide traps to the public for catching nuisance animals
- ◆ Investigate insect and rodent infestation problems and provide consultation on control and prevention
- ◆ Conduct biannual rabies immunization clinics to vaccinate approximately 1,400 dogs and cats; clinics were held countywide in April 2002



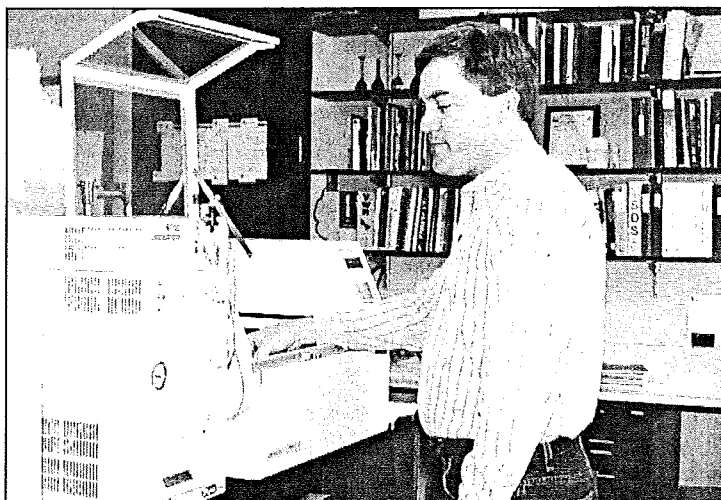
Laboratory Services

Bacteria Testing

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

Chemical Testing

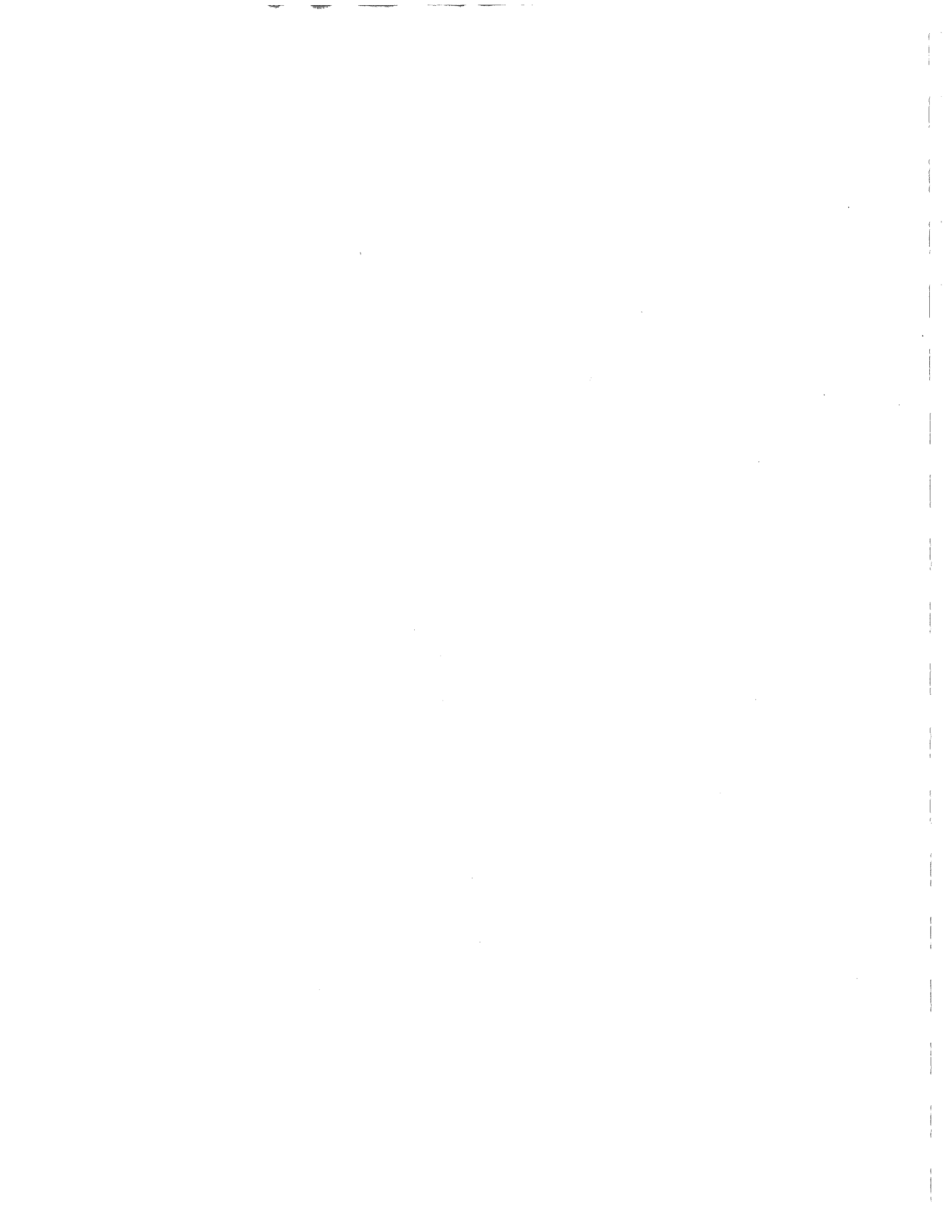
- ◆ Conduct over 7,000 chemical analyses to test for contaminants in water, air, soil, paint, food and other environmental sources each year
- ◆ Test drinking water supplies for volatile organic compounds, fluoride, nitrates, and metals such as lead, copper, chromium, and arsenic
- ◆ Test paint, air, food and soil for lead and other chemical contaminants



Future Outlook

The Health Department may be challenged by several of these areas in the future:

- ◆ Continuing the Healthy Communities initiative over the next 10 years through communication, coalition building and collaborative practice.
- ◆ Expanding resources to assess the health needs of our service area, including collecting and analyzing community health data and participating in data sharing partnerships, which is also required to maintain our Level III classification as referenced by State Statute.
- ◆ Improving community health by innovatively promoting healthy lifestyle choices.
- ◆ Continuing nutrition education/services to increase knowledge about healthful food choices among people of all ages.
- ◆ Maintaining resources for the continual development of tobacco reduction strategies and policies.
- ◆ Enhancing the continuum of parenting support and education services for families.
- ◆ Collaboratively addressing the health needs of an aging population .
- ◆ Advocating for health programs for the uninsured and underinsured.
- ◆ Implementing measures to promote safe and healthy home environments as well as to achieve acceptable maintenance of the city's aged housing.
- ◆ Enhancing capabilities to utilize new technology to test for specific disease agents and chemical contaminants in food, drinking water, surface water, as well as for responding to terrorism threats.
- ◆ Developing and implementing measures to respond to West Nile virus in our county.
- ◆ Increasing collaboration at the local and regional levels in bio-terrorism preparedness planning and building the public health infrastructure.
- ◆ Protecting against emerging infectious diseases, monitoring national and global trends, conducting local surveillance and implementing recommended measures as warranted.
- ◆ Utilizing the ten-year state health plan, "Healthiest Wisconsin 2010," in program planning and evaluation.
- ◆ Strengthening the department's information technology capacity for conducting public health practice, training, education and communication.



COMMUNITY DEVELOPMENT BLOCK GRANT

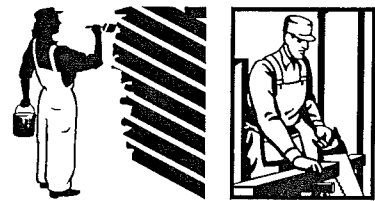
The Community Development Block Grant (CDBG) program is funded by the U.S. Department of Housing and Urban Development. The program provides annual funding to entitlement cities and communities to develop viable communities by providing decent housing and a suitable living environment, and by expanding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



Lakeshore Park Pavilion

The City of Eau Claire has been receiving an annual CDBG allocation since the mid-1970's. 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
- ◆ Activities relating to energy conservation
- ◆ Public facilities and improvements
- ◆ Removal of deteriorated structures
- ◆ Handicap accessibility



Housing Rehabilitation



Interfaith Homeless Shelter \$139,300

PURPOSE OF PROGRAM

- ◆ Housing 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

Overview of Revenues and Expenditures
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	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Intergovernmental	\$ 853,566	\$ 936,000	\$ 408,250	\$ 936,000	\$ 919,000
Miscellaneous	378,933	235,000	210,653	235,000	260,000
Total Revenues and Other Financing Sources	<u>1,232,499</u>	<u>1,171,000</u>	<u>618,903</u>	<u>1,171,000</u>	<u>1,179,000</u>
Expenses and Other Financing Uses:					
Personal Services	114,860	92,700	46,704	92,700	77,600
Contractual Services	71,587	87,000	41,880	87,000	89,000
Utilities	1,076	700	175	700	1,200
Fixed Charges	9,885	-	-	-	-
Materials & Supplies	-	6,100	20,665	6,100	5,200
Contributions & Other	118,244	147,400	60,663	147,400	173,400
Capital Outlay	180,537	6,500	16,935	6,500	35,000
Loans to Other Agencies	482,806	635,100	453,581	635,100	557,100
Other Financing Uses	246,210	195,500	214,499	195,500	240,500
Total Expenses and Other Financing Uses	<u>1,225,207</u>	<u>1,171,000</u>	<u>855,102</u>	<u>1,171,000</u>	<u>1,179,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 7,292</u>	<u>\$ -</u>	<u>\$ (236,199) *</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	7,292	-	-	-	-
From deferred revenue	(7,292)	-	-	-	-
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

* The majority of the negative balance of \$236,199 was drawn from HUD in July 2002.

Budget Overview

REVENUES

The grant award for 2003 is \$919,000. Miscellaneous revenues consist of payments received on rehabilitation loans, which are estimated at \$260,000 in 2003.

EXPENDITURES

CONTRIBUTIONS AND OTHER

CDBG funds are allocated to various organizations that provide services to low and moderate-income persons. These include such groups as the Chippewa Valley Free Health Clinic, Community Table, Interfaith Hospitality, Western Dairyland, and various neighborhood associations.

OTHER FINANCING USES

This category includes park improvements, playground equipment, an allocation for the Comprehensive Plan, and acquisition, relocation and clearance funds for the North Barstow Street Redevelopment Area.

Revenue Detail

Community Development Block Grant

Revenue Classification	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
INTERGOVERNMENTAL REVENUES					
Block grant funds	\$ <u>853,566</u>	\$ <u>936,000</u>	\$ <u>408,250</u>	\$ <u>936,000</u>	\$ <u>919,000</u>
MISCELLANEOUS					
Program income	<u>378,933</u>	<u>235,000</u>	<u>210,653</u>	<u>235,000</u>	<u>260,000</u>
Total revenues	\$ <u><u>1,232,499</u></u>	\$ <u><u>1,171,000</u></u>	\$ <u><u>618,903</u></u>	\$ <u><u>1,171,000</u></u>	\$ <u><u>1,179,000</u></u>

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 that benefit low- and moderate-income persons or aid in the prevention or elimination of slums and blight. Activities under this program included primarily loans for housing rehabilitation. The grant for 2002 - 2003 is \$919,000.

MISCELLANEOUS

Loan repayments are estimated at:

Housing Rehab Installment Loan Repayments	\$170,500
Housing Rehab Deferred Loan Repayments	\$75,000
Economic Development and Other	<u>\$14,500</u>
Total Loan Repayments	<u>\$260,000</u>

The City of Eau Claire’s CDBG grant year begins in August of each year and ends the following July. This year’s grant and program income are estimated at \$1,179,000.

Staffing

Community Development Block Grant

	2001	2002	2003
Administrator - Housing Division	0.50	0.50	0.50
Housing Rehabilitation Specialist	1.00	1.00	1.00
Assistant to Administrator - Housing	0.75	0.75	-
Office Associate	0.10	0.10	0.10
Program Specialist - CDBG	-	-	0.75
Program Specialist - CDBG & HOME	0.70	0.70	0.70
Rental Technician	0.05	0.05	0.05
	<u>3.10</u>	<u>3.10</u>	<u>3.10</u>
Total FTE Positions	<u>3.10</u>	<u>3.10</u>	<u>3.10</u>

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

Operation Highlights

The fundamental objective of the Community Development Block Grant program is the development of viable communities by providing decent housing and a suitable living environment and expanding economic opportunities, primarily for low and moderate income persons. This program is an operating fund with a non-lapsing budget. Funding for this program comes from the U.S. Department of Housing and Urban Development. No City tax dollars are used for these activities. The annual Community Development Block Grant is awarded in August each year.



Activities

In June 2002, the Eau Claire City Council approved the following CDBG projects totaling \$1,179,000:

Grant	\$919,000
(8-1-02 to 7-31-03)	
Estimated Program Inc.	<u>\$260,000</u>
Total	\$1,179,000
<u>Public Services</u>	
Chippewa Valley Free Health Clinic	\$12,500
Community Table – Meal Center	\$12,000
Feed My People – Food Distribution	\$12,000
Bolton Refuge House – Vocational Advocate	\$12,500
Building Families – Child Abuse Prevention	\$12,500
Interfaith Hospitality – Homeless Assistance	\$12,500
Western Dairyland – Minority Business Asst.	\$10,000
Hmong Association – Housing Liaison	\$16,300
Police Department – Community Liaison	\$33,000
Police Department – Coalition for Youth	\$29,000
Salvation Army – Emergency Rent/Utility	\$12,500
Mt. Washington Neighborhood Association	\$2,000
<u>Intensified Code Enforcement</u>	
City/County Health Department	\$55,000
<u>Acquisition, Relocation and Clearance</u>	
North Barstow St. Redevelopment	\$200,000
<u>Clearance</u>	
Mt. Washington School	\$19,900

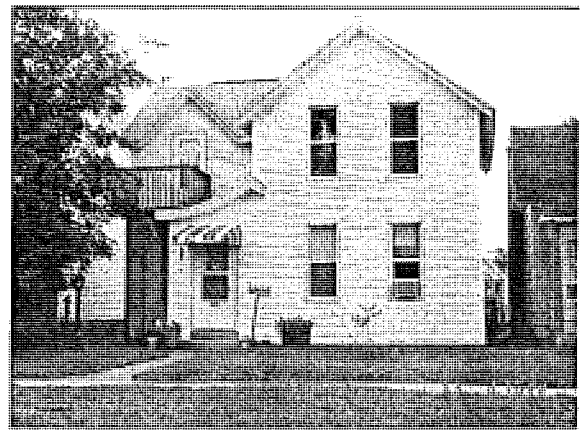
<u>Public Facilities and Improvements</u>	
Forest Street Park: Improvements	\$100,000
McDonough Park: Restrooms/Shelter	\$60,000
McDonough Park: Entrance Lighting	\$20,000
Northside Hill Boulevard Trees	\$12,000
Historic Randall Park Boulevard Trees	\$7,200
Longfellow Elem. School Play Equipment	\$10,000
<u>Rehabilitation</u>	
Housing Rehabilitation	\$270,000
Historic Residential Rehabilitation	\$35,000
United Way/Carpenter’s Union Hdcp Access	\$5,000
<u>Planning</u>	
Historic Randall Park Neighborhood Assoc.	\$3,900
West Riverside Neighborhood Association	\$3,000
Mt. Washington Neighborhood Association	\$2,000
Third Ward Neighborhood Association	\$2,700
Northside Hill Neighborhood Association	\$3,000
Comprehensive Plan	\$50,000
<u>Program Administration</u>	
Administration	\$138,300
<u>Contingency</u>	
To cover cost overruns	<u>\$5,200</u>
CDBG Total	<u>\$1,179,000</u>

Housing Rehabilitation Operation Highlights

Since 1977 the City of Eau Claire has invested over \$26,000,000 of CDBG funds in various community development and housing related activities.”



Before



After

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 approximately 800 homes in the city of Eau Claire. Over \$5,000,000 has been loaned to homeowners and investors to correct code deficiencies and improve housing. The City Housing Division receives approximately \$235,000 per year from the repayment of these loans.

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

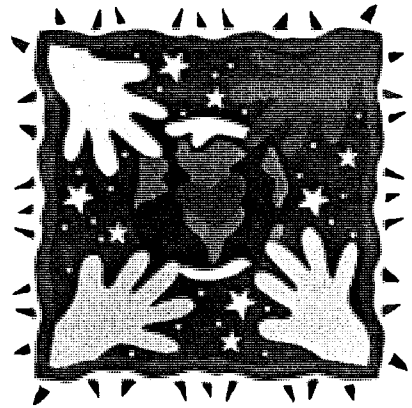
Other Information

The City of Eau Claire Housing Division closely monitors the CDBG funded programs to verify that the funds are used as directed and that the CDBG money goes to low-income beneficiaries.

Public Services

A maximum of fifteen percent of the City's annual CDBG allocation may go for public services that benefit low-income persons. Approximately \$2.2 million has been allocated to area public service providers over the last 12 years to increase and improve social service programs for the City's low-income population. Examples of programs which have been funded include:

- Feed My People – Local food bank
- Bolton Refuge House – Vocational advocacy program
- Building Families – Program to prevent child abuse
- Interfaith Hospitality – Emergency shelter for homeless families
- Chippewa Valley Free Clinic – Primary health care services
- Western Dairyland – Assistance for homeless families and minority business start-up assistance
- Salvation Army – Emergency shelter services for homeless
- Hmong Association – Hmong Housing Liaison
- Community Table – Administration and Rehabilitation of new soup kitchen location



Homeownership

In 1991, 13 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, these original homes have been sold to the residents.

In 1996, 1998 and 1999, thirteen additional homes were purchased for this program from the proceeds of the sales of the original homes and new CDBG funding.



City Parks

Several City parks have benefited from CDBG funded improvements. Over \$850,000 has been invested in the following community parks: Veteran's Park, Randall Park, McDonough Park, Kessler Park, Owen Park, Hobart Park, Lakeshore Park and the future Forest Street and Sundet Neighborhood Parks. Parks receiving CDBG funds must be located in low- to moderate-income neighborhoods.



Sundet Road Neighborhood Park Warming House

Tree Planting

Trees have been planted in several of Eau Claire's low- to moderate-income neighborhoods using CDBG funds totaling over \$140,000. Some of the streets that have received boulevard trees include:

Water Street
Omaha Street
Broadway Street
Second Avenue
Hudson Street
Menomonie Street
Northside Hill
Neighborhood



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



DEBT SERVICE

The Debt Service fund accounts for the payment of principal and interest on the current portion of general obligation long-term debt, and the accumulation of resources for future payments.

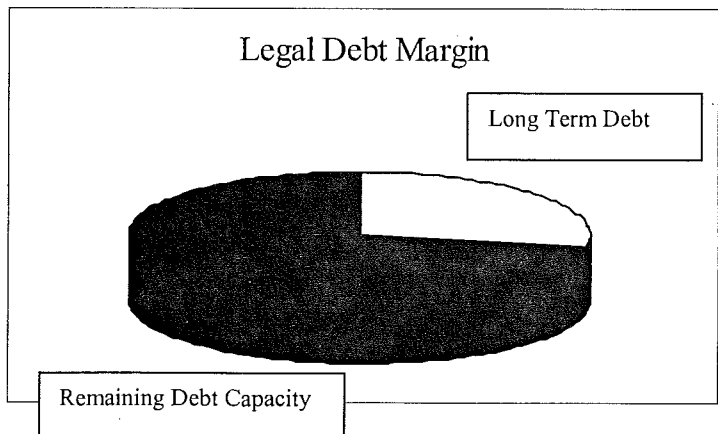
The City of Eau Claire has three types of debt issues:

- ◆ General obligation bonds and notes are issued for capital construction projects and are backed by the full faith and credit of the City.
 - ◆ Number of debt issues: 26
 - ◆ Total outstanding debt as of 12/31/02: \$38,317,180
- ◆ Tax incremental bonds are issued to finance TIF district improvements in the TIF project plans. Tax incremental bonds are paid by segregated property taxes, but are ultimately backed by the full faith and credit of the City if incremental taxes are inadequate to meet payments.
 - ◆ Number of debt issues: 8
 - ◆ Total outstanding debt as of 12/31/02: \$9,590,000
- ◆ Revenue bonds are issued by the Water and Sewer Utilities for capital construction projects and are backed by user fees generated from operations in the enterprise funds. **These issues are recorded in the applicable fund and are not shown in the Debt Service Fund.**
 - ◆ Number of debt issues: 4 Water & 1 Sewer
 - ◆ Total outstanding debt as of 12/31/02:
Water = \$9,810,000; Sewer = \$2,845,000

Debt Administration

According to Section 67.03 (1) of the Wisconsin Statutes, the total amount of indebtedness for any municipality shall not exceed 5% of the equalized valuation (market value) of the taxable property in the municipality. The City has approximately 72% of the total debt capacity remaining.

The City of Eau Claire's bonds generally carry an Aa2 rating from Moody's Investor Services and a AA rating from Standard and Poor's. Some issues are rated Aaa / AAA reflecting an insurance enhancement.



Overview of Revenues and Expenditures
--

	<u>2001</u>	<u>2002</u>	<u>2002</u>	<u>2002</u>	<u>2003</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 3,395,811	\$ 2,880,000	\$ 2,440,616	\$ 3,178,800	\$ 3,026,600
Intergovernmental	56,949	62,300	43,948	44,000	49,600
Miscellaneous	509,545	452,000	392,642	525,200	371,000
Other Financing Sources	<u>2,408,547</u>	<u>2,990,400</u>	<u>-</u>	<u>2,990,400</u>	<u>2,451,000</u>
Total Revenues and Other Financing Sources	<u>6,370,853</u>	<u>6,384,700</u>	<u>2,877,206</u>	<u>6,738,400</u>	<u>5,898,200</u>
Expenditures and Other Financing Uses:					
Contractual Services	3,020	13,300	2,510	12,300	126,100
Principal - G.O. Bonds	910,000	2,325,000	910,000	2,260,000	1,080,000
Principal - S/A Bonds	1,685,000	1,800,000	1,800,000	1,800,000	1,775,000
Principal - Storm Water Bonds	160,000	265,000	265,000	265,000	-
Principal - Library Debt	115,000	120,000	120,000	120,000	125,000
Principal - Notes Payable	23,670	23,700	23,670	23,700	125,600
Interest - G.O. Bonds	1,062,157	1,294,500	610,858	1,211,500	1,115,400
Interest - S/A Bonds	467,998	499,700	249,335	499,700	558,400
Interest - Storm Water Bonds	276,570	477,200	236,200	477,200	-
Interest - Library Debt	20,176	14,700	8,751	14,700	9,000
Interest - Notes Payable	10,296	17,600	8,580	17,600	60,500
Arbitrage - Rebates	-	-	-	-	33,000
Total Expenditures and Other Financing Uses	<u>4,733,887</u>	<u>6,850,700</u>	<u>4,234,904</u>	<u>6,701,700</u>	<u>5,008,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 1,636,966</u>	<u>\$ (466,000)</u>	<u>\$ (1,357,698)</u>	<u>\$ 36,700</u>	<u>\$ 890,200</u>
Available Fund Balance for Debt Service					
Beginning Balance	\$ 5,570,891	\$ 5,806,792		\$ 7,207,857	\$ 7,244,557
Changes in Available Balances:					
From operations	<u>1,636,966</u>	<u>(466,000)</u>		<u>36,700</u>	<u>890,200</u>
Ending Balance	<u>\$ 7,207,857</u>	<u>\$ 5,340,792</u>		<u>\$ 7,244,557</u>	<u>\$ 8,134,757</u>

Budget Overview

REVENUES

TAXES

This category includes segregated property taxes resulting from the growth within Tax Incremental Districts (TID) that are used to repay TID debt.

The tax category also includes special assessments levied for street capital projects that are applied to pay debt service on the special assessment notes which have been recorded in the Debt Service Fund.

MISCELLANEOUS

Interest income is earned by investing available funds in accordance with the City investment policy.

OTHER FINANCING SOURCES

General obligation bond issues are backed by the full faith and credit of the City and are repaid through resources of the particular fund. Transfers from the General Fund, the Library, and the Storm Water Utility are recorded under "Other" financing sources. Funding is derived from property tax collections.

EXPENDITURES

DEBT PAYMENTS

The debt service includes current principal and interest payments for all general obligation bonds and notes.

Revenue Detail

Revenue Classification	Debt Service				
	2001 Actual	2002 Budget	2002 6-Month Actual	2002 Projection	2003 Budget
TAXES					
Incremental taxes-T.I.F. #4	\$ 1,492,620	\$ 1,700,000	\$ 1,084,328	\$ 1,676,000	\$ 1,692,300
Incremental taxes-T.I.F. #7	-	80,000	-	-	84,300
Current special assessments	999,840	950,000	1,037,114	1,050,000	1,050,000
Special assessments-advance payment	903,351	150,000	316,501	450,000	200,000
Deferred special assessments-Hardship	-	-	2,673	2,800	-
Total taxes	<u>3,395,811</u>	<u>2,880,000</u>	<u>2,440,616</u>	<u>3,178,800</u>	<u>3,026,600</u>
INTERGOVERNMENTAL REVENUES					
State aid -Computer Tax Exp	<u>56,949</u>	<u>62,300</u>	<u>43,948</u>	<u>44,000</u>	<u>49,600</u>
MISCELLANEOUS					
Interest income-debt service	396,847	300,000	348,457	375,200	350,000
Interest income-T.I.F. #4	112,699	150,000	44,185	150,000	20,000
Interest income-T.I.F. #7	-	2,000	-	-	1,000
Total miscellaneous	<u>509,545</u>	<u>452,000</u>	<u>392,642</u>	<u>525,200</u>	<u>371,000</u>
OTHER FINANCING SOURCES					
Transfers from other funds:					
General fund	1,750,701	2,113,500	-	2,113,500	2,317,000
Stormwater	522,670	742,200	-	742,200	-
Library	135,176	134,700	-	134,700	134,000
Total other financing sources	<u>2,408,547</u>	<u>2,990,400</u>	<u>-</u>	<u>2,990,400</u>	<u>2,451,000</u>
Total revenues and other financing sources	<u>\$ 6,370,853</u>	<u>\$ 6,384,700</u>	<u>\$ 2,877,206</u>	<u>\$ 6,738,400</u>	<u>\$ 5,898,200</u>

WATER UTILITY

The Water Treatment Plant and Water Main Distribution System operate under the Direction of the Public Works Department. The Water Treatment Plant is located at 2117 Riverview Drive.

Programs & Services

Major Operations

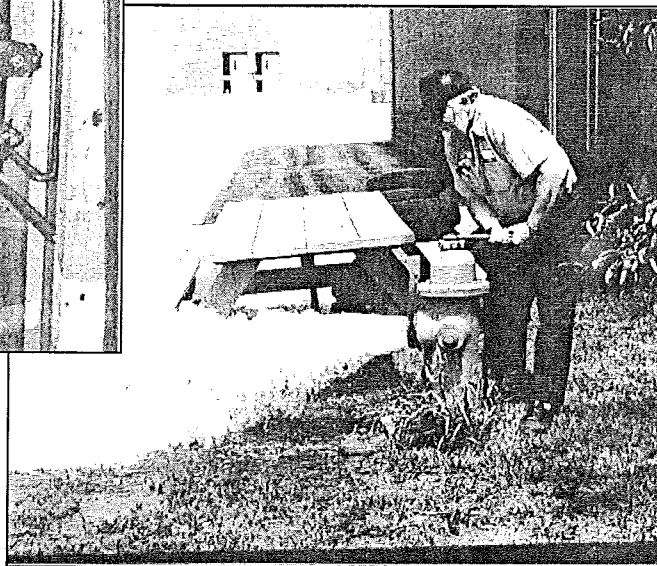
- ◆ Water Treatment Plant Operations
- ◆ Maintenance of Treatment Plant
- ◆ Valve and Hydrant Maintenance
- ◆ Meter Reading/all meters read twice a year
- ◆ Water Meter Repair Shop



Above: Installing a meter

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



Left: Hydrants are flushed to assure clean water lines.

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted*</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Charges for Services	\$ 6,257,471	\$ 6,287,000	\$ 2,952,024	\$ 6,420,500	\$ 6,512,500
Other Operating	163,310	168,000	220,818	169,000	170,000
Miscellaneous	18,497	15,000	6,622	15,000	15,000
Non-Operating	242,372	225,000	74,958	225,000	225,000
Other Budgeted Receipts	<u>635,979</u>	<u>210,000</u>	<u>-</u>	<u>210,000</u>	<u>210,000</u>
Total Revenues	<u>7,317,629</u>	<u>6,905,000</u>	<u>3,254,422</u>	<u>7,039,500</u>	<u>7,132,500</u>
Expenses:					
Personal Services	1,339,188	1,782,300	712,410	1,782,300	1,878,000
Contractual Services	662,172	297,200	133,394	297,200	297,200
Utilities	312,266	338,200	157,670	338,200	338,200
Fixed Charges	1,380,449	1,619,500	804,800	1,619,500	1,680,300
Materials & Supplies	243,432	206,400	80,276	206,400	191,400
Non-Operating -Proprietary Funds	<u>781,806</u>	<u>896,000</u>	<u>445,433</u>	<u>896,000</u>	<u>856,400</u>
Total Expenses and Other Financing Uses	<u>4,719,314</u>	<u>5,139,600</u>	<u>2,333,983</u>	<u>5,139,600</u>	<u>5,241,500</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 2,598,315</u>	<u>\$ 1,765,400</u>	<u>\$ 920,438</u>	<u>\$ 1,899,900</u>	<u>\$ 1,891,000</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ (142,933)	\$ 513,615		\$ 723,940	\$ 637,540
Changes in Available Balances:					
From operations	2,598,315	1,765,400		1,899,900	1,891,000
Contributed capital	-	146,000		146,000	146,000
Sewer reimbursement	-	75,000		-	-
Principal payment - debt	(727,310)	(722,300)		(722,300)	(763,300)
Tsf to capital projects/reserves	<u>(1,004,132)</u>	<u>(1,410,000)</u>		<u>(1,410,000)</u>	<u>(712,216)</u>
Ending Balance	<u>\$ 723,940</u>	<u>\$ 367,715</u>		<u>\$ 637,540</u>	<u>\$ 1,199,024</u>

*Restated for GASB 34

Budget Overview

REVENUES

CHARGES FOR SERVICES

Water Rates

Rate increases in the range of 4% to 5% per year are projected in the Water Utility. The Public Service Commission (PSC) determines these rate increases. Due to the length of time necessary to complete the rate application process, the increases are projected on a biennial basis. The last rate increase was 8% which was effective in January 2001.

Special Assessments

Special assessments together with development agreements and Tax Increment Financing (TIF) District revenues are used to finance construction of new water lines and systems. The cost for replacement or upgrading of existing mains is not assessed to the abutting property owners and is funded from revenues of the water utility.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel in the Water Utility are proposed as part of the 2003 budget.

UTILITIES

The cost for natural gas service to heat the water utility buildings and facilities increased significantly during the winter of 2000/2001. The 2003 budget has been held at the 2002 level of funding.

CAPITAL OUTLAY & EQUIPMENT PURCHASES

Capital outlays and equipment purchases in the 2003 budget have been substantially reduced from the 2002 funding levels. The budget includes the purchase of shelving, paint sprayer, pH meter, spectrophotometer, an incubator, and a laboratory distiller.

Revenue Detail

Revenue Classification	Water Utility				
	2001 Actual	2002 Budget	2002 6-Month Actual	2002 Projection	2003 Budget
OPERATING REVENUES					
Charges for services:					
Plumbing permits	\$ -	\$ -	\$ 810	\$ -	\$ -
General customers:					
Residential	2,985,798	2,980,000	1,382,244	3,073,000	3,133,000
Commercial	1,202,698	1,200,000	549,501	1,195,000	1,227,000
Industrial	621,143	670,000	338,957	698,000	665,000
Public	257,873	260,000	104,324	243,000	255,000
Fire protection:					
Private	38,836	38,000	19,854	38,000	39,000
Public	1,087,343	1,080,000	556,335	1,110,000	1,130,000
Unmetered sales:					
Commercial	3,479	3,000	-	3,500	3,500
Public	60,302	56,000	-	60,000	60,000
Total charges for services	<u>6,257,471</u>	<u>6,287,000</u>	<u>2,952,024</u>	<u>6,420,500</u>	<u>6,512,500</u>
OTHER OPERATING REVENUES					
Forfeited discounts	57,646	58,000	17,647	59,000	60,000
Service charges for sewer collection	70,248	75,000	189,000	75,000	75,000
Miscellaneous service revenue	35,416	35,000	14,172	35,000	35,000
Total other operating revenues	<u>163,310</u>	<u>168,000</u>	<u>220,818</u>	<u>169,000</u>	<u>170,000</u>
MISCELLANEOUS REVENUES					
M & J Revenues	<u>18,497</u>	<u>15,000</u>	<u>6,622</u>	<u>15,000</u>	<u>15,000</u>
NON-OPERATING REVENUES					
Interest:					
Investments	222,233	210,000	74,572	210,000	210,000
Int.- Special assessments	20,138	15,000	385	15,000	15,000
Total interest	<u>242,372</u>	<u>225,000</u>	<u>74,958</u>	<u>225,000</u>	<u>225,000</u>
Payment for shared expenses	-	210,000	-	210,000	210,000
Refund of prior year expense	20,600	-	-	-	-
Special Assessments-Proprietary	615,379	-	-	-	-
	<u>635,979</u>	<u>210,000</u>	<u>-</u>	<u>210,000</u>	<u>210,000</u>
Total non-operating revenues	<u>878,351</u>	<u>435,000</u>	<u>74,958</u>	<u>435,000</u>	<u>435,000</u>
Total revenues	\$ <u>7,317,629</u>	\$ <u>6,905,000</u>	\$ <u>3,254,422</u>	\$ <u>7,039,500</u>	\$ <u>7,132,500</u>

OPERATING REVENUES

Charges for Services

Water Utility rates are regulated by the Public Service Commission. The following rates are effective February 1, 2001. Rates are based on a declining scale depending on usage as follows:

Quarterly Service Charge 5/8" and 3/4" Meters: \$13.95

First 7,500 C.F. = \$1.17 per 100 C.F.

Next 742,000 C.F. = \$ 1.01 per 100 C.F.

Over 750,000 C.F. = \$.67 per 100 C.F.

Water Utility

Customers and Operating Revenues

	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003 Est</u>
Number of Customers (average)	22,029	22,468	22,913	23,349	23,727	24,200
Operating Revenue (000's)	\$5,614	\$5,911	\$6,105	\$6,459	\$6,470	\$6,697

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 for 2003 is currently estimated at \$52.38 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.

Staffing

Water Utility

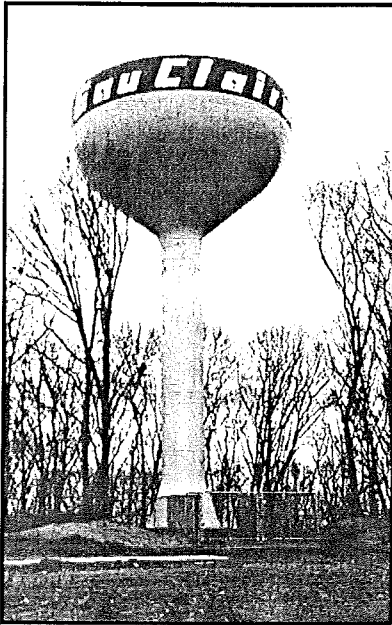
	2001	2002	2003
Utilities Administrator	1.00	1.00	1.00
Water System Superintendent	1.00	1.00	1.00
Utilities Supervisor	1.00	1.00	1.00
Water Plant Supervisor	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Operator II	1.00	1.00	1.00
Serviceman II	2.00	2.00	2.00
Operator I	8.00	8.00	8.00
Serviceman I	10.00	10.00	10.00
Serviceman	3.00	3.00	3.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>28.50</u>	<u>28.50</u>	<u>28.50</u>

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

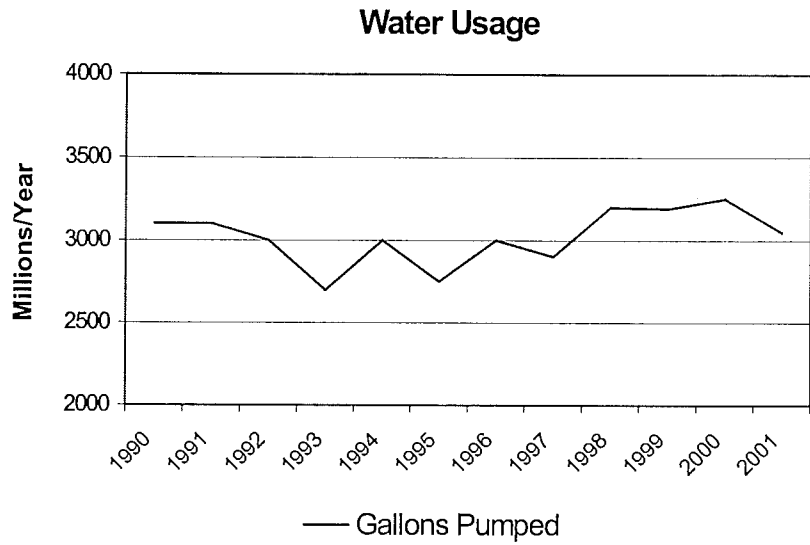
Cross-divisional charges include:

- 50% of the Utilities Administrator's time is charged out to Sewer.
- 40% of the Utilities Chemist's time assigned to Sewer is charged back to Water.
- 40% of the Assistant Chemist's time assigned to Sewer is charged back to Water.
- 30% of the Utility Engineer's time assigned to Sewer is charged back to Water.
- 25% of the Storm Water Chemist's time is charged to Water and another 25% to Sewer.

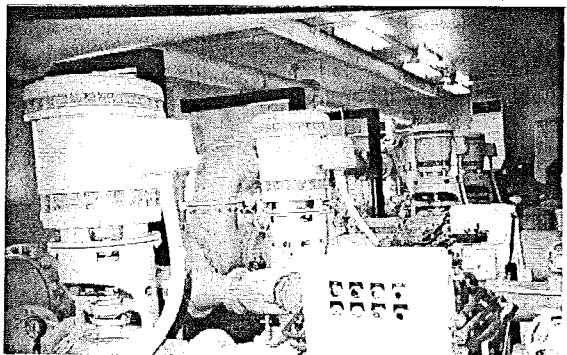
Operation Highlights



Oakwood Hills Water Tower



	1990	1995	2001
Average Number of Water Customers	19,710	21,233	23,349
Total Gallons Pumped (in thousands)	3,080,597	2,844,950	3,120,404
Average Water Used Per Person Per Day	148	133	133
Miles of Water Main	288	305	336.5
Average Quarterly Residential Bill, 25 ccf	\$28.91	\$35.35	* \$52.38



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

** Includes Public Fire Protection Charge*

Facilities

- ◆ Water Treatment Plant
- ◆ 15 Operating Wells
 - Average daily pumpage - 8.349 million gallons
 - Maximum daily pumpage - 22 million gallons
- ◆ 4 Water Booster Stations
- ◆ 336.5 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
- ◆ 3,230 Fire Hydrants
- ◆ Meter Repair Shop located at Central Maintenance Facility
- ◆ 23,349 Customers and Water Service Connections



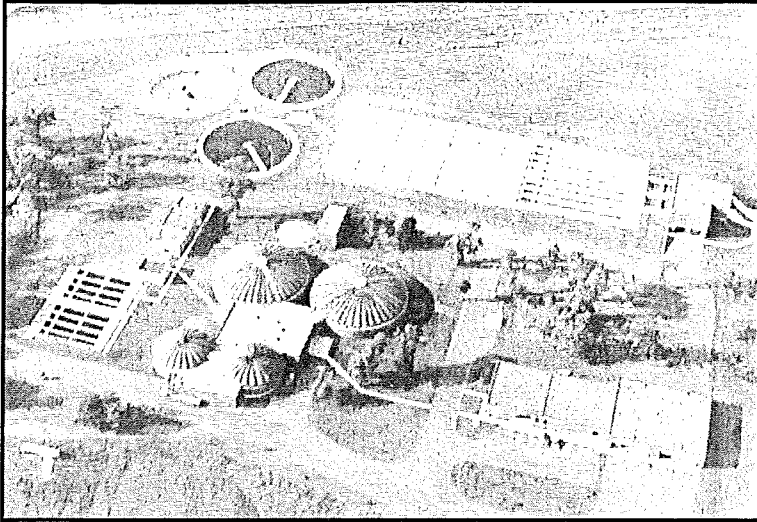
Fifteen city wells are located off Riverview Drive.

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

SEWER UTILITY



*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. The employees are under the supervision of the Utilities Administrator and are responsible for Wastewater Utility Services.

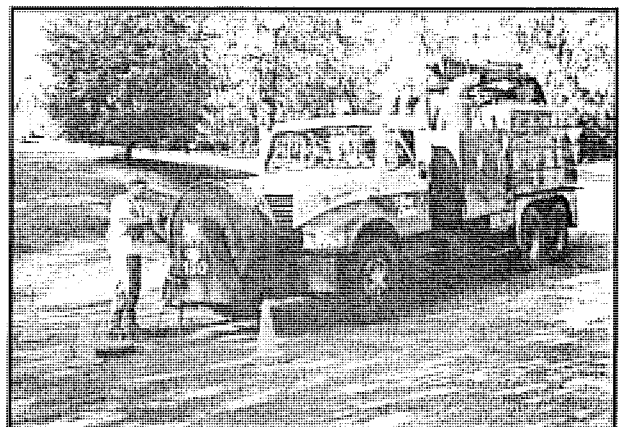
Programs & Services

Services Provided by Employees

- ◆ Over 22,000 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

Areas of Employee Assignment

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



Sanitary Sewer Pipe Cleaning

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted*</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 5,610,347	\$ 6,027,000	\$ 2,806,900	\$ 5,799,000	\$ 5,892,000
Other Operating	91,653	80,000	23,710	80,000	80,000
Miscellaneous	543,872	305,000	133,380	305,000	305,000
Special Assessments	884,747	15,000	578	15,000	15,000
Total Revenues	<u>7,130,620</u>	<u>6,427,000</u>	<u>2,964,567</u>	<u>6,199,000</u>	<u>6,292,000</u>
Expenses:					
Personal Services	1,573,033	1,729,400	737,772	1,729,400	1,850,400
Contractual Services	947,450	712,600	476,101	712,600	712,600
Utilities	382,654	366,100	144,528	366,100	366,100
Fixed Charges	392,427	395,000	205,003	395,000	427,100
Materials & Supplies	422,069	423,600	175,103	423,600	423,600
Non-Operating -Proprietary Funds	386,354	283,600	140,387	283,600	145,900
Other Financing Uses	-	325,000	-	325,000	250,000
Total Expenses and Other Financing Uses	<u>4,103,987</u>	<u>4,235,300</u>	<u>1,878,894</u>	<u>4,235,300</u>	<u>4,175,700</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 3,026,633</u>	<u>\$ 2,191,700</u>	<u>\$ 1,085,673</u>	<u>\$ 1,963,700</u>	<u>\$ 2,116,300</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 3,807,040	\$ 4,465,340		\$ 4,028,895	\$ 3,131,295
Changes in Available Balances:					
From operations	3,026,633	2,191,700		1,963,700	2,116,300
Contributed capital	-	185,000		185,000	185,000
Principal payments - debt	(334,452)	(351,300)		(1,306,300)	(458,200)
Residual equity transfer- GF	(400,000)	-		-	-
Transfer from(to) capital/reserves	<u>(2,070,326)</u>	<u>(1,740,000)</u>		<u>(1,740,000)</u>	<u>(1,899,877)</u>
Ending Balance	<u>\$ 4,028,895</u>	<u>\$ 4,750,740</u>		<u>\$ 3,131,295</u>	<u>\$ 3,074,518</u>

*Restated for GASB 34

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 increase is projected in 2003 to fund the operating budget. With increases in maintenance costs and the need to fund major equipment replacement, rate increases may be necessary within the next two years.

SPECIAL ASSESSMENTS

Special assessments, together with development agreements and Tax Increment Financing (TIF) District revenues, are used to finance construction of new sewer lines and systems. The cost for replacement and upgrading of existing sewer lines is not assessed to the abutting property owners and is funded from revenues of the sewer utility.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel in the Sewer Utility are proposed as part of the 2003 budget.

UTILITIES

The cost of natural gas service to heat the wastewater utility buildings and facilities increased significantly during the winter of 2000/2001. The 2003 budget has been held at the 2002 level of funding.

FIXED CHARGES

Administrative charges and insurance are included in the fixed charges category. Administrative charges recover from the utility overhead costs from other departments including Public Works, Finance, City Attorney, and Human Resources.

EQUIPMENT PURCHASES

The acquisition of an air compressor, aluminum welder, laboratory water bath for samples, and an oxygen meter have been included in the operating budget of the wastewater utility.

CAPITAL OUTLAY

The Capital Improvement Program (CIP) outlines major sewer system projects proposed to be undertaken in the next five years.

Revenue Detail

Revenue Classification	Sewer Utility				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
Residential	\$ 2,611,939	\$ 2,735,000	\$ 1,330,467	\$ 2,665,000	\$ 2,700,000
Commercial	1,713,724	1,820,000	811,195	1,750,000	1,770,000
Industrial	558,631	605,000	357,396	605,000	620,000
Public	318,625	379,000	146,203	334,000	354,000
Industrial surcharge	190,884	240,000	105,279	200,000	200,000
Industrial pretreatment	34,349	38,000	-	35,000	38,000
Other sewer services	182,195	210,000	56,359	210,000	210,000
Total charges for services	<u>5,610,347</u>	<u>6,027,000</u>	<u>2,806,900</u>	<u>5,799,000</u>	<u>5,892,000</u>
OTHER OPERATING REVENUES					
Miscellaneous service revenues	38,969	20,000	7,091	25,000	25,000
Forfeited discounts	52,685	60,000	16,619	55,000	55,000
Total other operating revenues	<u>91,653</u>	<u>80,000</u>	<u>23,710</u>	<u>80,000</u>	<u>80,000</u>
NON-OPERATING REVENUES					
Interest:					
Investments	524,572	305,000	133,380	305,000	305,000
Miscellaneous	19,300	-	-	-	-
Total interest	<u>543,872</u>	<u>305,000</u>	<u>133,380</u>	<u>305,000</u>	<u>305,000</u>
Special assessments	884,747	15,000	578	15,000	15,000
Total non-operating revenues	<u>1,428,619</u>	<u>320,000</u>	<u>133,958</u>	<u>320,000</u>	<u>320,000</u>
Total revenues	<u>\$ 7,130,620</u>	<u>\$ 6,427,000</u>	<u>\$ 2,964,567</u>	<u>\$ 6,199,000</u>	<u>\$ 6,292,000</u>

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>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003 Est</u>
Number of Customers	21,362	21,774	22,196	22,607	22,970	23,477
User Rate Per 100 CF	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04
Operating Revenue (000's)	\$5,765	\$5,869	\$5,906	\$5,721	\$6,107	\$5,900

The average residential customer's quarterly sewer bill for 2003 is currently estimated at \$51.00, 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.

Staffing

Sewer Utility

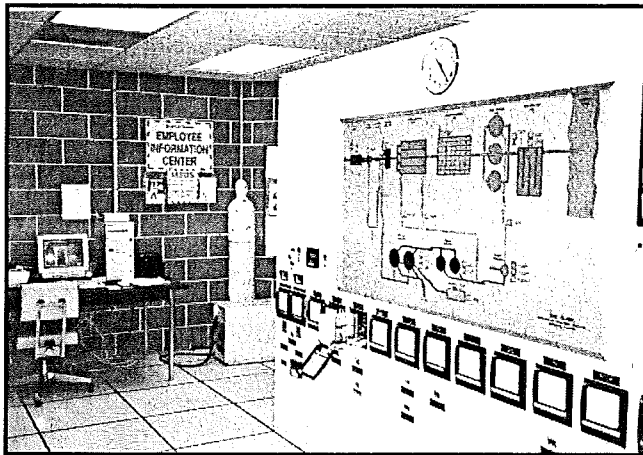
	2001	2002	2003
Utilities Chemist	1.00	1.00	1.00
Wastewater Collection Superintendent	1.00	1.00	1.00
Wastewater Plant Supervisor	1.00	1.00	1.00
Utilities Engineer	1.00	1.00	1.00
Assistant Chemist	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Operator II	2.00	2.00	2.00
Serviceman II	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00
Operator I	10.00	10.00	10.00
Serviceman	7.00	7.00	7.00
	<u>26.50</u>	<u>26.50</u>	<u>26.50</u>
Total FTE Positions	<u>26.50</u>	<u>26.50</u>	<u>26.50</u>

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

Cross-divisional charges include:

- 50% of the Utilities Administrator who is assigned to the Water Utility is charged to the Sewer Utility
- 40% of the Utilities Chemist's time is charged to Water.
- 40% of the Assistant Chemist's time is charged to Water.
- 30% of the Utilities Engineer's time is charged to Water.
- 25% of the Storm Water Chemist is charged to Sewer and another 25% to Water.

Operation Highlights



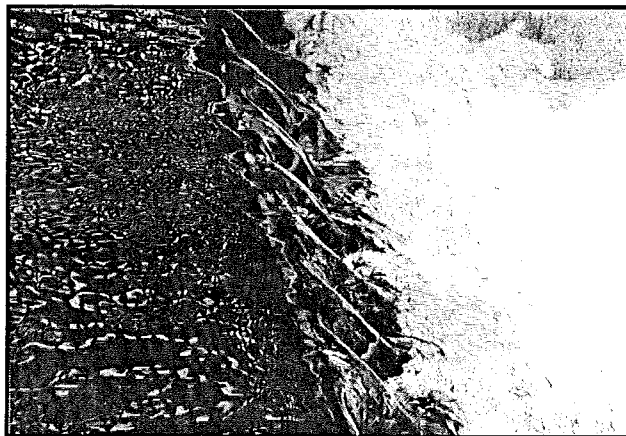
Wastewater Treatment Plant Control Panel

Operating Statistics

	<u>1990</u>	<u>1995</u>	<u>2001</u>
Average number of Sewer Utility Customers	19,255	20,327	22,607
Total gallons treated (in thousands)	2,198,182	2,380,561	2,354,876
Average gallons treated per person per day	106	111	103
Miles of sewers	223	248	290
Average quarterly residential bill	33.81	42.78	46.92

Effluent Quality (Discharge to Chippewa River)

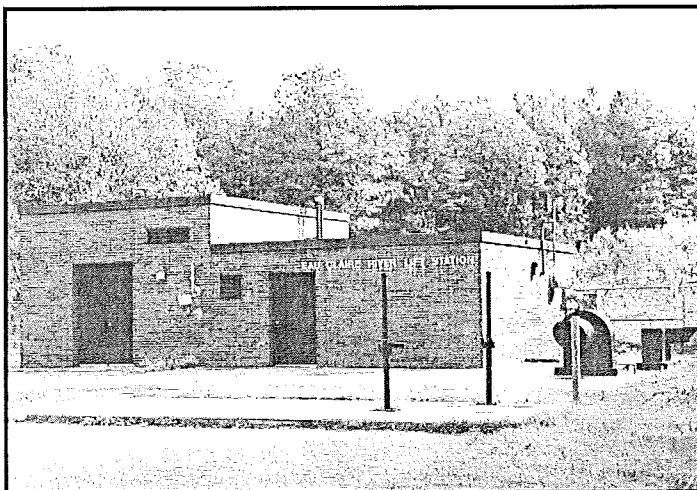
<u>Parameter</u>	<u>Permit Limits</u>	<u>2001 Average Discharge</u>
Oxygen Demand (BOD)	25 mg/l	13 mg/l
Suspended Solids (TSS)	30 mg/l	14 mg/l
pH	6-9	7.6
Phosphorous	1.0 mg/l	0.72 mg/l



Clear Water in Chlorine Chamber

Facilities

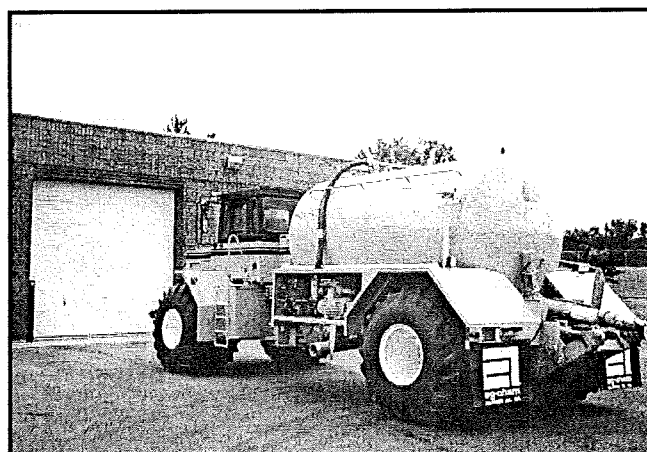
- ◆ Wastewater Treatment Plant
 - Capacity - 12 million gallons per day
 - Currently treating - 6.45 million gallons per day
- ◆ 21 Sewage Pump Stations - Various Locations
- ◆ 297 Miles of Sewer Main (8" to 48")
- ◆ Over 22,000 Customers and Connections to the Sewer System
- ◆ Testing Laboratory at the Wastewater Treatment Plant
- ◆ Sewer Maintenance Equipment and Staff are housed at the Central Maintenance Facility - 910 Forest Street



Eau Claire River Lift Station

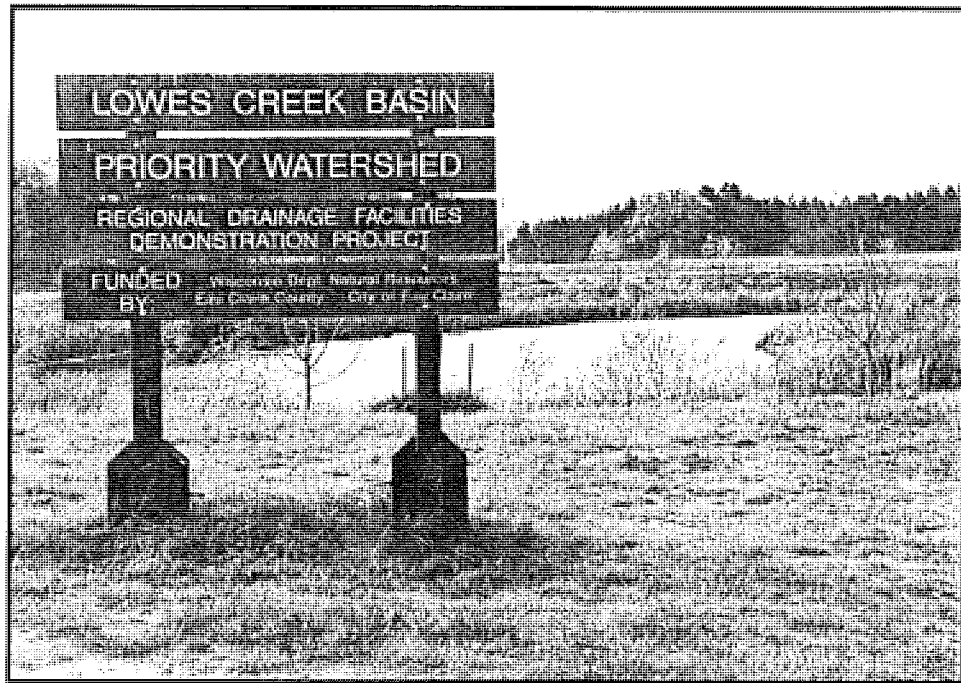
Equipment

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



Vehicle for field injection of biosolids

STORM WATER MANAGEMENT



Lowes Creek Detention Basin

Storm Water Management is performed as a utility operation of the Public Works Department. Maintenance is undertaken by various divisions, depending on the work required. Construction of conveyance facilities and review of new developments are completed under the supervision and review of the Engineering Division. The Customer Services Division of the Finance Department is responsible for storm water utility billing.

Programs & Services

- ◆ Keep catch basins and storm sewers free of debris and obstructions.
- ◆ Acquire and maintain storm water detention basins
- ◆ Make necessary repairs to catch basins, catch basin leads, storm sewer pipes, and outfall structures.
- ◆ Comply with DNR storm water discharge permit regulations

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Intergovernmental	\$ -	\$ -	\$ 6,825	\$ 18,800	\$ -
Charges for Services	1,345,909	1,556,400	779,843	1,556,400	1,654,900
Other Operating	14,033	10,000	4,234	10,000	10,000
Miscellaneous	52,510	12,000	15,580	57,500	12,000
Total Revenues	<u>1,412,452</u>	<u>1,578,400</u>	<u>806,482</u>	<u>1,642,700</u>	<u>1,676,900</u>
Expenditures and Other Financing Uses:					
Personal Services	179,284	361,500	106,332	361,500	380,300
Contractual Services	175,995	216,600	102,514	280,900	217,100
Utilities	273	500	52	500	500
Fixed Charges	269,596	265,500	163,094	265,500	286,200
Materials & Supplies	12,915	43,500	5,538	43,500	43,000
Non-Operating -Proprietary Funds	-	-	-	-	462,200
Other Financing Uses	822,670	742,200	-	742,200	-
Total Expenditures and Other Financing Uses	<u>1,460,733</u>	<u>1,629,800</u>	<u>377,530</u>	<u>1,694,100</u>	<u>1,389,300</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (48,281)</u>	<u>\$ (51,400)</u>	<u>\$ 428,952</u>	<u>\$ (51,400)</u>	<u>\$ 287,600</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 766,665	\$ 574,966		\$ 718,384	\$ 666,984
Changes in Available Balances:					
From operations	(48,281)	(51,400)		(51,400)	287,600
Principal payments - debt	-	-		-	(350,100)
Ending Balance	<u>\$ 718,384</u>	<u>\$ 523,566</u>		<u>\$ 666,984</u>	<u>\$ 604,484</u>

Budget Overview

REVENUES

The revenue projections are based on 42,400 billable Equivalent Runoff Units (ERU). The proposed utility fee for the 2003 budget is \$39.00 per ERU. The \$3.00 increase is the result of an increase in the cost of operations and debt service related to the Flood Mitigation Program approved by the City Council in 2001. The rate structure was changed in 2001 to include three components including administration & water quality, operations and debt service.

The Federal Grant for land acquisition together with the use of available fund balance has made it possible to keep the storm water charge rate below previous projections.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel are proposed as part of the 2003 budget. The City has had some difficulty in recruiting qualified candidates for positions in the storm water utility. Active recruitment continues and work needs are periodically being completed using consulting services on an as needed basis. The requirements of the Wis/DNR permit application are anticipated to increase over the next 12 to 18 months.

CONTRACTUAL SERVICES

This category includes computer charges, equipment rental, maintenance and construction contracts.

FIXED CHARGES

The Storm Water Management Fund receives administrative and technical support from the General Fund, in much the same manner as the water and sewer utilities. The administrative charges totaling \$281,600 compensates the General Fund for those services, thereby reducing the tax levy.

OTHER FINANCING USES

Debt service is accounted for in the operating budget of the Storm Water Management Fund and is projected to increase by \$70,100 for a total appropriation of \$812,300.

Bond issues fund storm water improvements in the Capital Improvement Plan. Of the 2001 debt service increase, \$86,100 was added to facilitate the issuance of up to \$2 million in general obligation bonds for storm drainage problems in areas heavily impacted by the September 2000 storm. Debt service for up to another \$2 million in bonds was included in the 2001 General Fund.

Revenue Detail

Revenue Classification	Storm Water Management				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
INTERGOVERNMENTAL REVENUES					
State aid	\$ -	\$ -	\$ 6,825	\$ 18,800	\$ -
CHARGES FOR SERVICES					
Stormwater - Residential	\$ 619,882	\$ 699,100	\$ 351,056	\$ 699,100	\$ 749,100
Stormwater - Nonresidential	726,028	857,300	428,787	857,300	905,800
Total charges for services	<u>1,345,909</u>	<u>1,556,400</u>	<u>779,843</u>	<u>1,556,400</u>	<u>1,654,900</u>
OTHER OPERATING REVENUES					
Forfeited discounts	<u>14,033</u>	<u>10,000</u>	<u>4,234</u>	<u>10,000</u>	<u>10,000</u>
MISCELLANEOUS					
Interest income	52,310	12,000	15,580	12,000	12,000
Other miscellaneous	<u>200</u>	<u>-</u>	<u>-</u>	<u>45,500</u>	<u>-</u>
Total miscellaneous	<u>52,510</u>	<u>12,000</u>	<u>15,580</u>	<u>57,500</u>	<u>12,000</u>
Total revenues	\$ <u>1,412,452</u>	\$ <u>1,578,400</u>	\$ <u>806,482</u>	\$ <u>1,642,700</u>	\$ <u>1,676,900</u>

CHARGES FOR SERVICES

Storm water runoff is measured in equivalent runoff units (ERU). Each developed residential property is assessed one ERU. The non-residential properties are assessed 1 ERU for every 3,000 square feet of impervious surface area. All properties within the City limits pay a quarterly rate based on the number of ERUs assigned; however, credits are given to non-residential properties that construct and operate private storm water management facilities under criteria that have been established by the City Council.

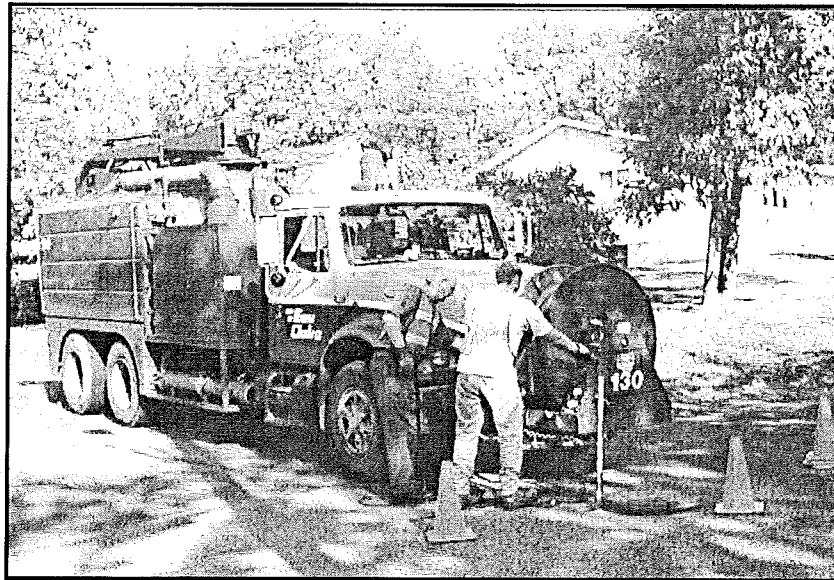
Staffing

Storm Water Management

	2001	2002	2003
Project Engineer	1.00	1.00	1.00
Utility Chemist	1.00	1.00	1.00
Storm Water Technician	1.00	1.00	1.00
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.

Authorized personnel are reported as the number of full-time equivalent (FTE) positions assigned to this fund at the beginning of the budget year. Additional employees charge time to the Storm Water Fund and the budget for personnel costs reflects the total hours to be paid for storm water activity.



Storm Sewer Pipe Cleaning

Cross-divisional charges include:

- 50% of Storm Water Engineer is charged to Public Works Engineering.
- 25% of Storm Water Chemist is charged to Water Utility and another 25% is charged to Sewer Utility.

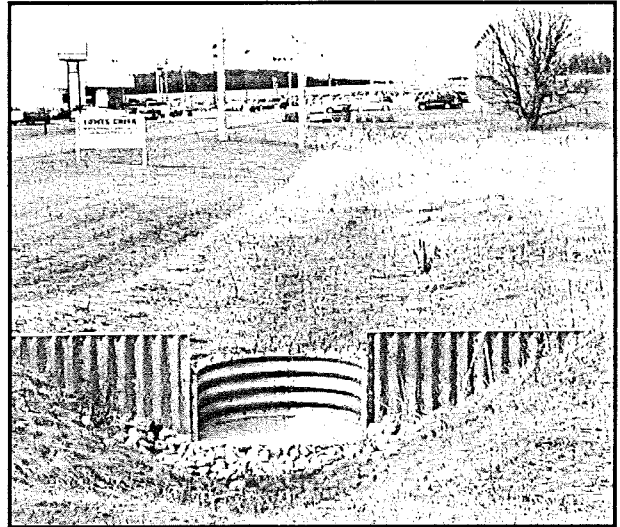
Operation Highlights

- ◆ Fees Based on Equivalent Runoff Units (ERU)
- ◆ 3,000 Sq. Ft. of Impervious Area Equals 1 ERU
- ◆ 43,000 ERU's in the City
- ◆ Credits for Providing Storm Water Management

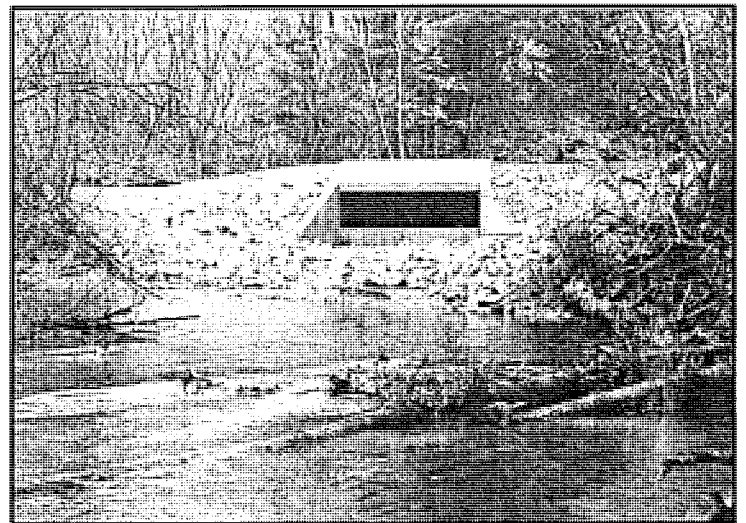
Facilities

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.)



Storm Water Quality Grass Swale and Erosion Control Structure



Otter Creek & Gateway Drive Outfall Structure

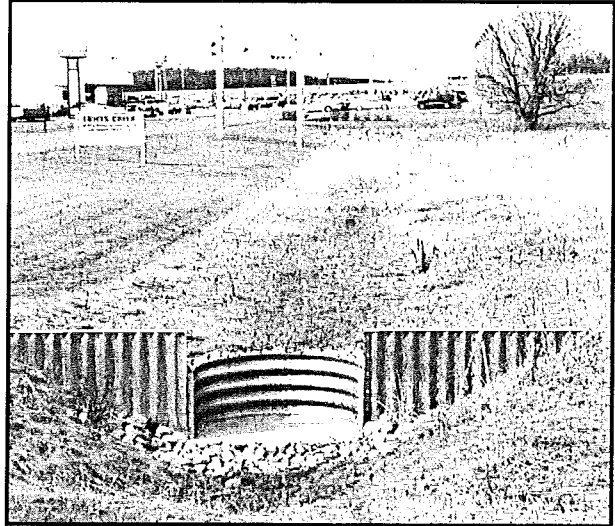
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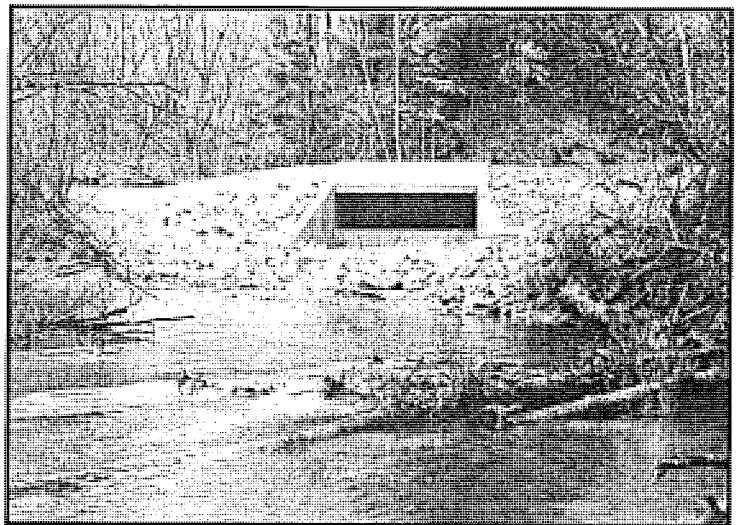
Facilities

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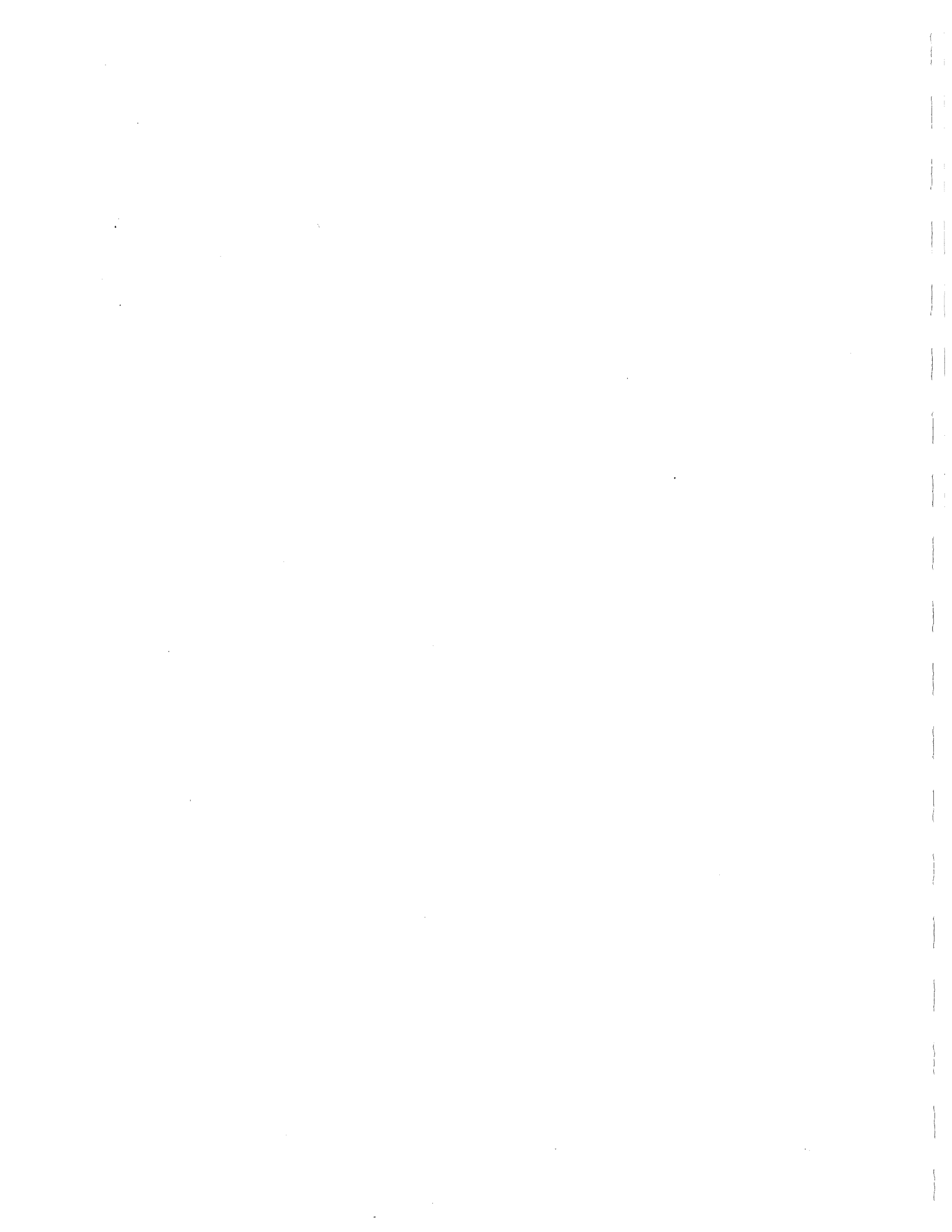
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Storm Water Quality Grass Swale and Erosion Control Structure

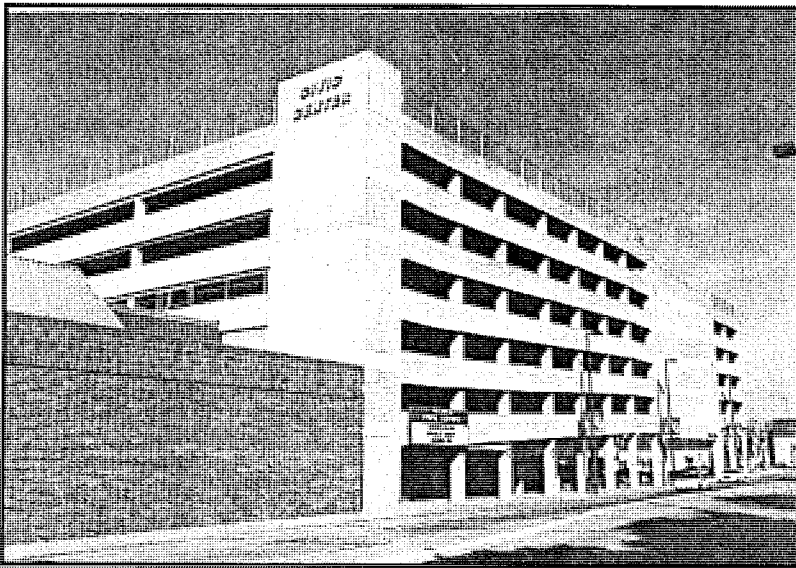


Otter Creek & Gateway Drive Outfall Structure



PARKING UTILITY

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.



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

Programs & Services

- ◆ Operate and maintain City-owned parking ramps and public parking lots
- ◆ Plan and develop parking facilities in response to changing needs
- ◆ Parking meter operation and repair
- ◆ Collect revenue from ramps and on-street parking meters
- ◆ Parking Enforcement by the Police Department Community Service Officers (CSO)

Overview of Revenues and Expenditures

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Charges for Services	\$ 225,973	\$ 241,100	\$ 111,879	\$ 231,500	\$ 231,800
Total Revenues	<u>225,973</u>	<u>241,100</u>	<u>111,879</u>	<u>231,500</u>	<u>231,800</u>
Expenses:					
Personal Services	116,557	121,400	65,845	121,400	132,900
Contractual Services	42,397	51,100	28,021	55,500	54,500
Utilities	35,386	44,700	15,211	40,900	44,700
Fixed Charges	17,805	22,400	19,208	23,600	20,800
Materials & Supplies	8,097	9,300	1,238	9,300	9,300
Non-Operating -Proprietary Funds	<u>3,215</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>
Total Expenses and Other Financing Uses	<u>223,459</u>	<u>248,900</u>	<u>129,523</u>	<u>250,700</u>	<u>262,200</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 2,515</u>	<u>\$ (7,800)</u>	<u>\$ (17,644)</u>	<u>\$ (19,200)</u>	<u>\$ (30,400)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 174,664	\$ 98,064		\$ 115,394	\$ 71,194
Changes in Available Balances:					
From operations	2,515	(7,800)		(19,200)	(30,400)
Transfer to capital projects	(65,000)	(25,000)		(25,000)	(25,000)
Non cash loss on equipment	<u>3,215</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 115,394</u>	<u>\$ 65,264</u>		<u>\$ 71,194</u>	<u>\$ 15,794</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES

The Parking Utility operates 2 parking structures (539 spaces) and 12 public surface parking lots (701 spaces). The utility is also responsible for the operation and maintenance of 444 parking meters along with a number of leased stalls. Revenues from these sources are used to fund the maintenance and operating expenses of the utility.

Office closings and relocations from the Downtown have impacted the sale of monthly and quarterly parking permits at the municipal ramp and parking lots. The overall parking revenue is projected to decrease by approximately 1% in 2003. The recent addition of UWEC contracting with the Downtown Holiday Inn is anticipated to increase use and revenue at the downtown ramp.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel are proposed as part of the 2003 budget.

FIXED CHARGES

The special assessment charges are projected to decrease by \$12,000.

CAPITAL OUTLAY

The parking ramp repair program is outlined in the Capital Improvement Plan (CIP) and includes replacing elevator lobby heaters, elevator lobby roof, and deteriorated stairwell and elevator lobby doors and frames. An engineering of the parking deck on Graham Avenue is also included in the CIP.

Revenue Detail

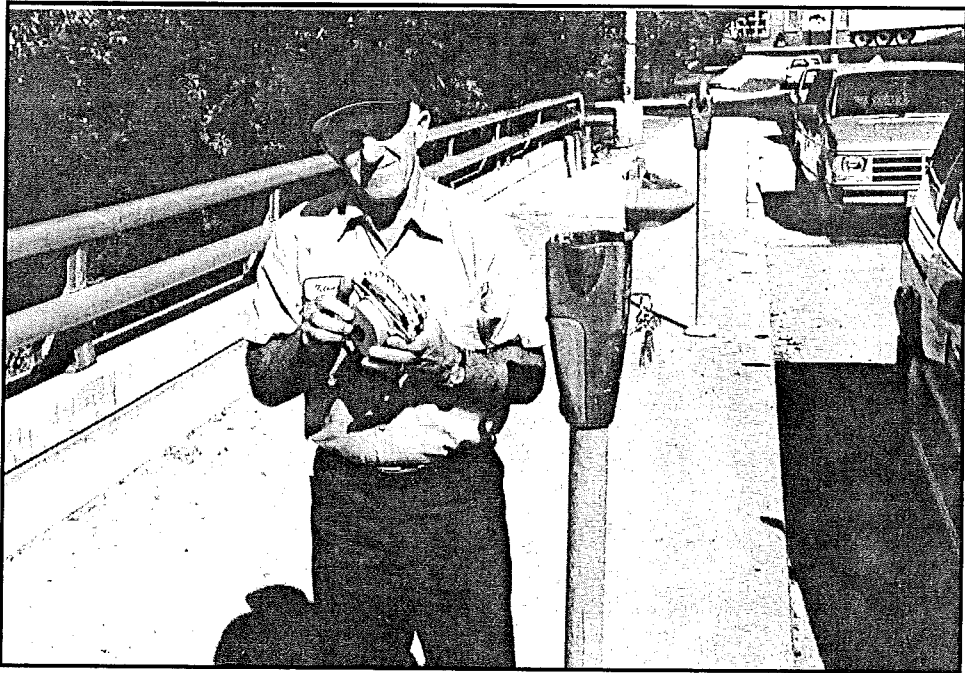
Revenue Classification	Parking Utility				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
On-street metered	\$ 16,813	\$ 16,500	\$ 9,444	\$ 18,000	\$ 18,000
Off-street metered	29,000	32,600	16,930	32,600	33,000
Off-street unmetered:					
Barstow & Grand Lot	735	800	299	800	800
Graham ramp	45,407	44,100	20,810	45,000	45,900
Farwell ramp	61,074	61,000	27,616	59,000	60,000
Riverview Lot	14,636	17,000	8,075	16,000	16,000
10-hour parking permits	57,099	69,000	28,643	60,000	58,000
Miscellaneous	1,209	100	62	100	100
Total charges for services	<u>225,973</u>	<u>241,100</u>	<u>111,879</u>	<u>231,500</u>	<u>231,800</u>
Total revenues	<u>\$ 225,973</u>	<u>\$ 241,100</u>	<u>\$ 111,879</u>	<u>\$ 231,500</u>	<u>\$ 231,800</u>

Staffing

Parking Utility

	2001	2002	2003
Parking Attendants	1.25	1.25	1.25
Skilled Worker I	1.00	1.00	1.00
Total FTE Positions	2.25	2.25	2.25

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



Parking Meter Repairs

Operation Highlights

Parking Rates

On-street meters, Hourly	\$0.25
Off-street meters, Hourly	\$0.20 & \$0.25
Municipal Ramp, Hourly	\$0.50
Maximum, Daily	\$3.25
Municipal Permit, Quarterly	\$55.50*
Riverview Lot Permit, Quarterly	\$72.00*
Municipal Ramp, Monthly	\$30.00*
Riverside Deck-Upper Level, Quarterly Permit	\$90.00*
Riverside Deck-Lower Level, Quarterly (assigned stalls)	\$96.00*



Parking Ramp Fee Collections

*Plus 5.5% Sales Tax

Facilities

Parking Structures	2
	539 Spaces
Surface Lots	12
	701 Spaces
On-street Meters	129
Off-street Meters	<u>315</u>
Total Meters	444



Riverview Parking Lot

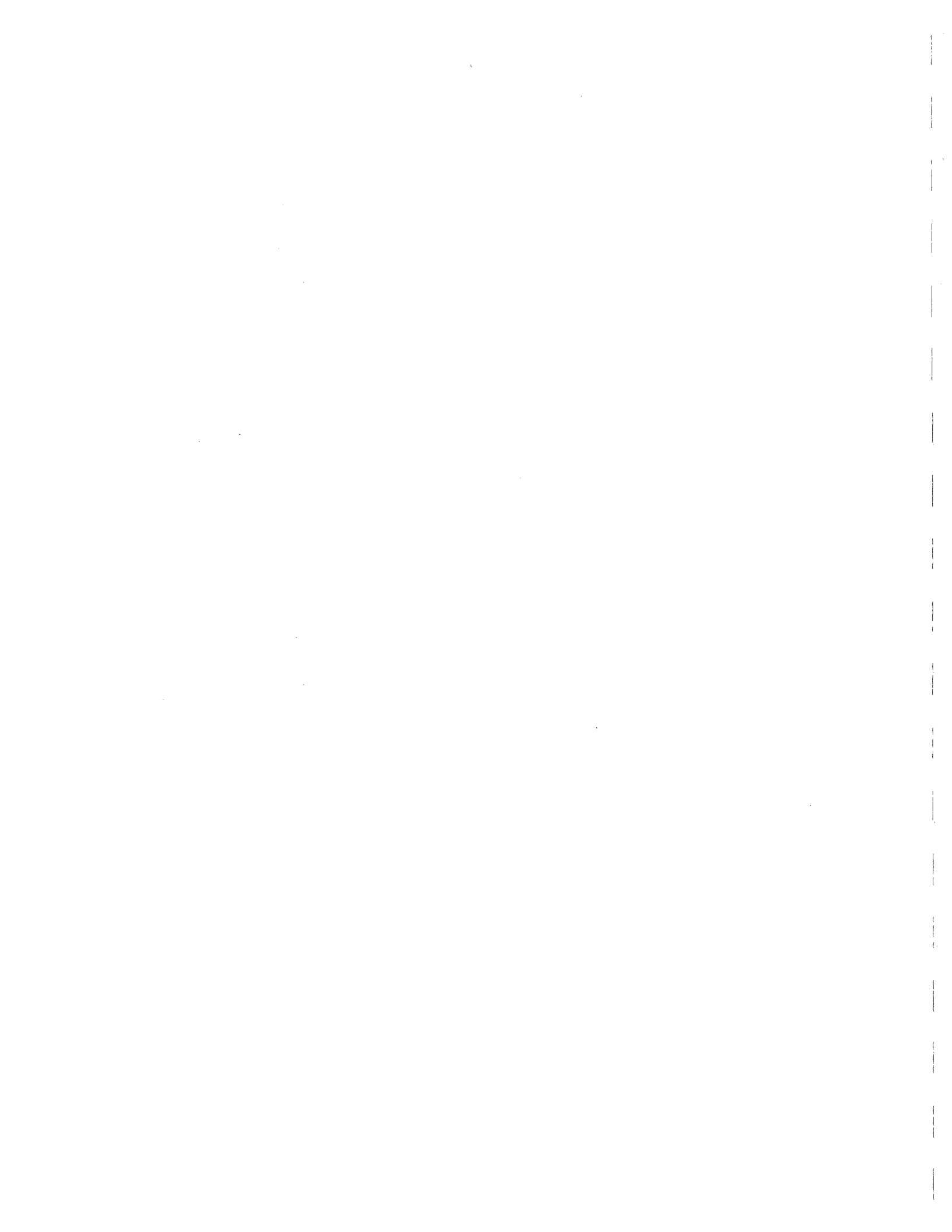
- ◆ On-street Parking Meters
 Operating Time
 9:00 a.m. to 6:00 p.m.
 Monday through Friday,
 except holidays
- ◆ Monthly permits available for
 ramps and surface lots
- ◆ Meters located Downtown
 and in selected lots

PARKING LOTS - JUNE 28, 2002

Parking Utility

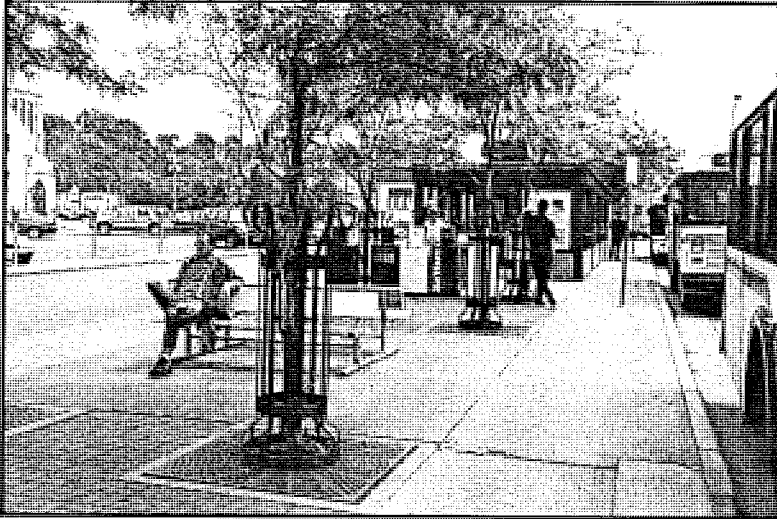
NUMBER	DESCRIPTION	RESERVED SPACES	PERMIT SPACES	METERED SPACES	HANDICAP SPACES	TOTAL SPACES
2.	Hobart Street Lot NE Corner of Wisconsin St. and Hobart Street Hours: 9 a.m. - 6 p.m. - M-F	-	-	15 (10-Hour) \$0.20/Hour	1	16
3.	Railroad Street Lot Between Farwell Street and Barstow Street Hours: 9 a.m. - 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	150	-	6	165
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)	-	-	22 (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	405
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	-	-	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



PUBLIC TRANSIT

Public Transportation Services are provided by the Transit 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 created for the purpose of establishing and monitoring a comprehensive unified local transportation system.

*Bus Transfer Center
Downtown
Farwell and Main Streets*

Programs & Services

- ◆ Operate a public transportation system that provides an economical, safe, comfortable, and equitable transportation option for all citizens.
- ◆ Provide specialized transportation (paratransit) services to citizens who are not able to use regular bus service.
- ◆ Maintain a full staff of qualified bus operators.
- ◆ Effectively and efficiently maintain all transit vehicles in safe operating condition.

Routes

The bus routes are referred to as a "hub" system with 11 regular routes originating and terminating at the Downtown Transfer Center. All routes have either half-hour or hour headways. ECT also operates four (4) school "tripper" routes to meet the heavy demand for transportation during the school year.

1. Margaret & Malls
2. Mt. Washington/DeLong
3. North High
4. Locust Lane
5. Rudolph Rd./West MacArthur
6. Putnam Heights & Malls
7. West Clairemont/Altoona
8. Folsom & Vine/Memorial
9. University/Stein Blvd./Water St.
10. Alpine
11. South Loop

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ 68,400	\$ -
Charges for Services	435,126	442,500	239,526	410,500	432,600
Miscellaneous	39,017	20,000	11,295	20,000	21,000
Non-Operating	2,773,527	2,989,700	342,173	2,927,900	3,109,400
Other Financing Sources	<u>9,708</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>3,257,378</u>	<u>3,452,200</u>	<u>592,994</u>	<u>3,426,800</u>	<u>3,563,000</u>
Expenses:					
Personal Services	2,120,417	2,054,800	945,477	2,054,800	2,298,100
Contractual Services	731,583	888,700	318,197	796,400	772,300
Utilities	4,677	7,400	2,123	7,400	7,400
Fixed Charges	131,113	148,000	69,453	148,000	150,900
Materials & Supplies	269,589	335,800	120,862	334,300	334,300
Capital Outlay	-	-	22,805	85,500	-
Interest Expense -Proprietary Funds	<u>19,961</u>	<u>17,500</u>	<u>-</u>	<u>17,500</u>	<u>-</u>
Total Expenses and Other Financing Uses	<u>3,277,339</u>	<u>3,452,200</u>	<u>1,478,918</u>	<u>3,443,900</u>	<u>3,563,000</u>
Excess (Deficiency) of Revenues Over Expenses	\$ <u>(19,961)</u>	\$ <u>-</u>	\$ <u>(885,924)</u>	\$ <u>(17,100)</u>	\$ <u>-</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ 24,083		\$ (19,961)	\$ (37,061)
Changes in Available Balances:					
From operations	(19,961)	-		(17,100)	-
Transfer from (to) capital/reserves	<u>-</u>	<u>(20,800)</u>		<u>-</u>	<u>-</u>
Ending Balance	\$ <u>(19,961)</u>	\$ <u>3,283</u>		\$ <u>(37,061)</u>	\$ <u>(37,061)</u>

Budget Overview

REVENUES

OPERATING ASSISTANCE

State and Federal funding are the primary revenue sources for Transit operations. It is anticipated that these revenues will account for approximately 60% of Transit revenues. Federal assistance is projected at \$890,800 and is reimbursed annually, after the federal fiscal year and completion of an audit of eligible expenses. State assistance is projected at \$1,247,100 for 2003 and is received quarterly. Public Transit also receives reimbursement from the City of Altoona and Eau Claire County for providing fixed-route and paratransit services.

CHARGES FOR SERVICES

Fares and contract charges account for 12% of revenue. The contract for University of Wisconsin-Eau Claire (UWEC) service is projected at \$177,100 in 2003. UWEC ridership has increased to the level that the University now requires 3 buses to run the route during peak demand days and hours. Late night bus service for the University students was indefinitely postponed by mutual consent due to uncertainty of state funding levels.

TRANSFER FROM GENERAL FUND

The City General Fund provides approximately 22% of the Transit operating budget. The General Fund subsidy is projected at \$792,500. The major portion of the increase includes a projected increase in the cost of providing paratransit service and health insurance benefit costs.

FAREBOX REVENUE

The Transit Commission increased fares effective August 1, 2002. It is estimated that farebox revenue will increase by nearly 14% in 2003; however, the increase in fares may result in a ridership decrease of 5%.

EXPENDITURES

PERSONAL SERVICES

This budget includes wages and benefits for all transit employees. No changes in the staffing levels are proposed in 2003.

CONTRACTUAL SERVICES

Contractual services include budgeted expenses for repairs and maintenance, laundry and cleaning, postage and shipping, marketing and advertising, auditing, equipment, building rental, training and meetings, membership dues and printing costs.

This category includes "purchased transportation" in the special services account. The City of Eau Claire is the lead agency for paratransit services which is currently contracted with Abby-Vans, Inc. Demand for paratransit services continues to increase. A 10.9% increase in expenses for 2003 has been projected. Eau Claire County Human Services is a partner in providing

special transportation services and is responsible for 65% of the cost of paratransit services after state and federal aids have been applied, and the City is accountable for 35%.

UTILITIES

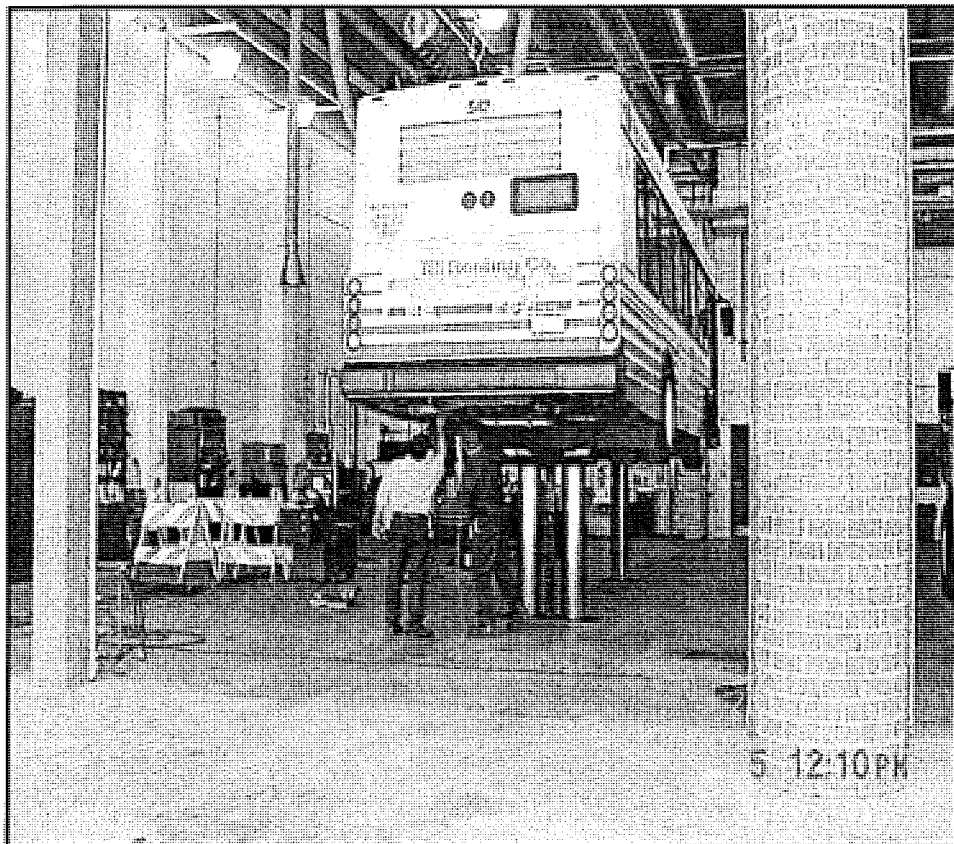
The costs budgeted under utilities include electricity, sewer service, water service, telephones, and storm water charges. No major changes are anticipated in 2003.

MATERIALS & SUPPLIES

This budget category includes office supplies, books, periodicals, diesel fuel, motor oil and lubricants, tires, uniforms and clothing, repair parts and maintenance supplies. No major changes in the 2003 budget are proposed.

CAPITAL OUTLAY

No major capital purchases are proposed from the Transit operating budget in 2003.



Bus Inspection

Revenue Detail

Revenue Classification	Public Transit				
	2001 Actual	2002 Budget	2002 6-Month Actual	2002 Projection	2003 Budget
INTERGOVERNMENTAL REVENUES					
State aid	-	-	-	68,400	-
OPERATING REVENUES					
Charges for services:					
Passenger fares	435,126	442,500	239,526	410,500	432,600
OTHER OPERATING REVENUES					
Advertising	18,320	20,000	10,990	20,000	21,000
Miscellaneous	20,697	-	305	-	-
Total other operating revenues	39,017	20,000	11,295	20,000	21,000
NON-OPERATING REVENUES					
Operating subsidies:					
City of Eau Claire	762,923	717,700	-	730,800	792,500
Eau Claire County	231,042	251,900	63,601	223,700	156,000
City of Altoona	17,034	17,500	-	18,700	23,000
State operating assistance grant	1,113,454	1,319,100	278,572	1,086,000	1,247,100
Federal operating assistance grant	649,074	683,500	-	868,700	890,800
Total operating subsidies	2,773,527	2,989,700	342,173	2,927,900	3,109,400
OTHER FINANCING SOURCES					
Sale of capital assets	9,708	-	-	-	-
Total revenues	\$ 3,257,378	\$ 3,452,200	\$ 592,994	\$ 3,426,800	\$ 3,563,000

OPERATING REVENUES

Operating revenues consist primarily of **Passenger Fares**. Ridership is projected to remain constant. A fare increase was implemented on August 1, 2002 and is expected to generate an additional \$30,000 in farebox revenue in 2003. The payment for regular route and special tripper bus service from UWEC in the amount of \$177,000 is included in operating revenue

NON-OPERATING REVENUES

Since the early 1970's, 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 of public transportation is paid for by local funds. The cities of Altoona and Eau Claire as well as Eau Claire County provide this service for their citizens.

Staffing

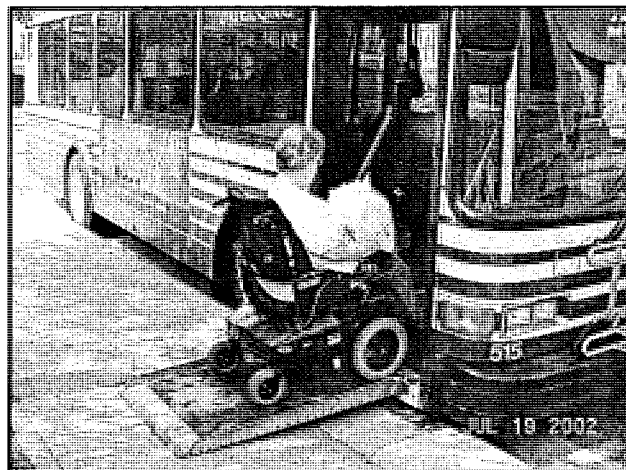
Public Transit

	2001	2002	2003
Transit Manager	1.00	1.00	1.00
Working Shop Supervisor	1.00	1.00	1.00
Driver Supervisor	1.00	2.00	2.00
Transit Specialist	1.00	-	-
Clerk III	1.00	1.00	1.00
Account Clerk I	1.00	1.00	1.00
Bus Mechanic I, II, III	2.00	3.00	3.00
Bus Operator	27.00	28.00	28.00
Combination Serviceman	2.00	2.00	2.00
Part-Time Operator	4.00	3.00	3.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	41.00	42.00	42.00
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

Cross-divisional charges include:

- 50% of Clerk III time is charged to Public Works Operations.
- 25% of the Public Works Operations Administrator's time is charged to Transit and another 25% to Central Maintenance.



All ECT buses are now 100% accessible.

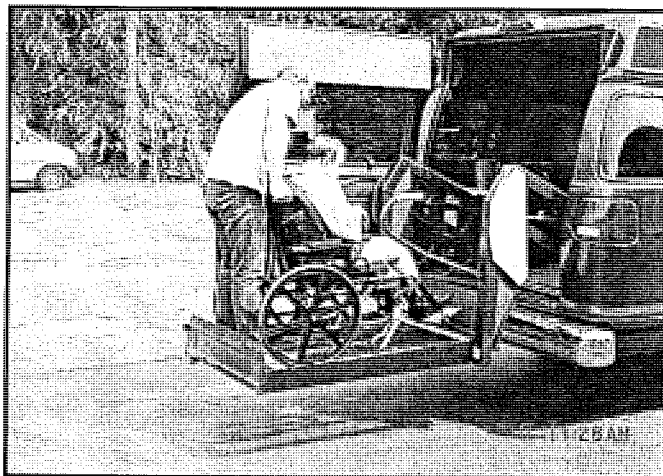
Operation Highlights

Hours of Operation

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

Fare Structure

- ◆ Adult cash fare - \$1.00, tokens 6/\$5.00
- ◆ Elderly/Disabled cash fare - \$.50, tickets 10/\$4.00
- ◆ Adult monthly pass - \$34.00
- ◆ Student MAX pass - \$30.00
- ◆ Elderly/Disabled pass - \$17.00



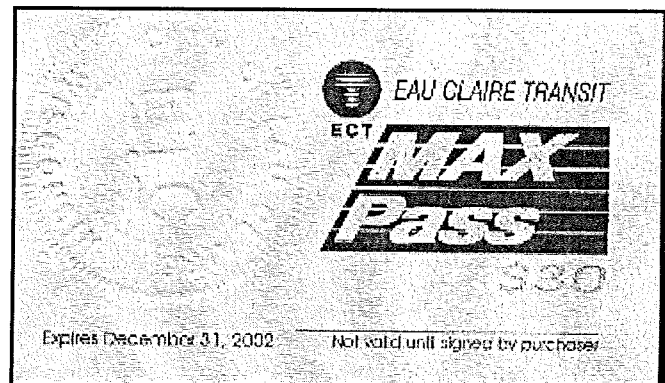
Passenger is boarded on a paratransit van.

Paratransit Services

- ◆ City lead agency
- ◆ Current contract with Abby-Vans, Inc.
- ◆ Available to seniors and/or disabled individuals who are not able to ride the regular bus routes
- ◆ Paratransit funding
 - Federal 25%
 - State 35%
 - Eau Claire County 26%
 - City of Eau Claire 14%

Operational Funding

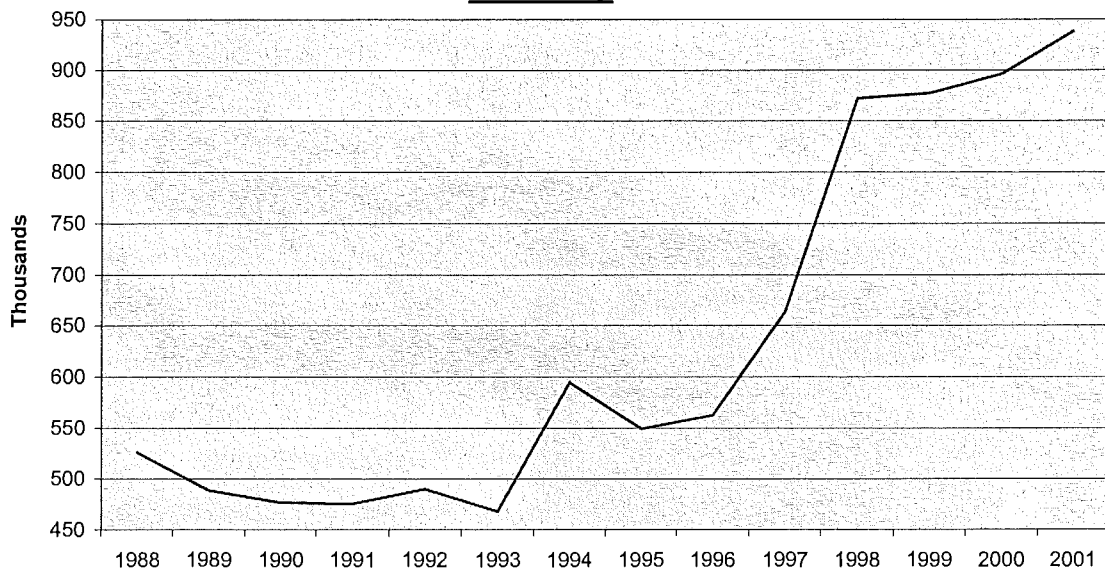
- ◆ Federal Subsidy - 25%
- ◆ State Subsidy - 35%
- ◆ General Fund - 22%
- ◆ Farebox and Contract Revenues - 12%
- ◆ County, Altoona & miscellaneous revenue - 6%



Operating Statistics

	1999	2000	2001	2002 est	2003 est
Service Miles	863,707	966,306	1,055,167	1,050,000	1,050,000
Service Hours	63,375	69,480	75,278	75,000	75,000
Ridership	877,984	896,873	938,718	900,000	950,000

Ridership



2002 Gillig Bus (40 passenger)

Facilities

Central Maintenance & Storage Facility @ 910 Forest Street

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

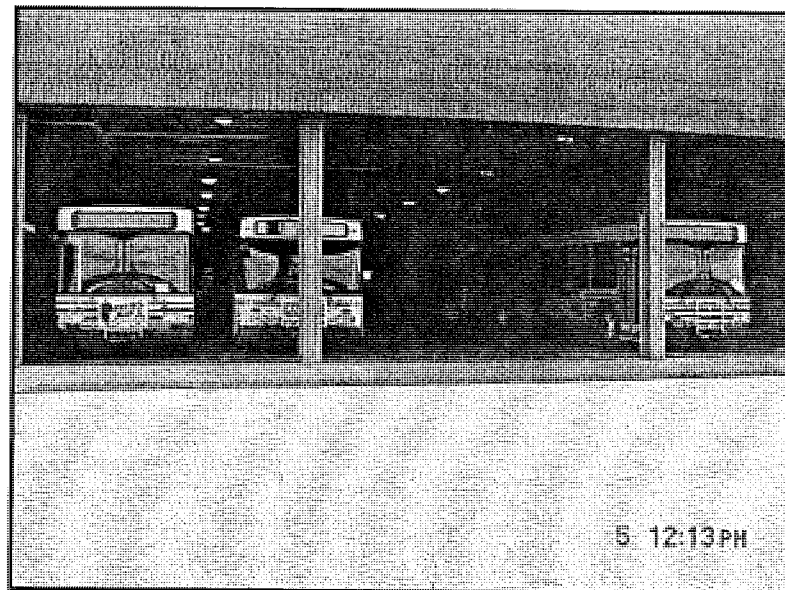
Downtown Transfer Center @ Intersection of Farwell St. & Main St.

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

Bus Fleet

- ◆ 6 - 2002 Gillig's (40 passenger with two wheelchair spaces)
- ◆ 8 - 1997 New Flyer's (25 passenger with two wheelchair spaces)
- ◆ 8 - 2001/2002 Gillig's (25 passenger with two wheelchair spaces)

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



Bus storage area at CMF



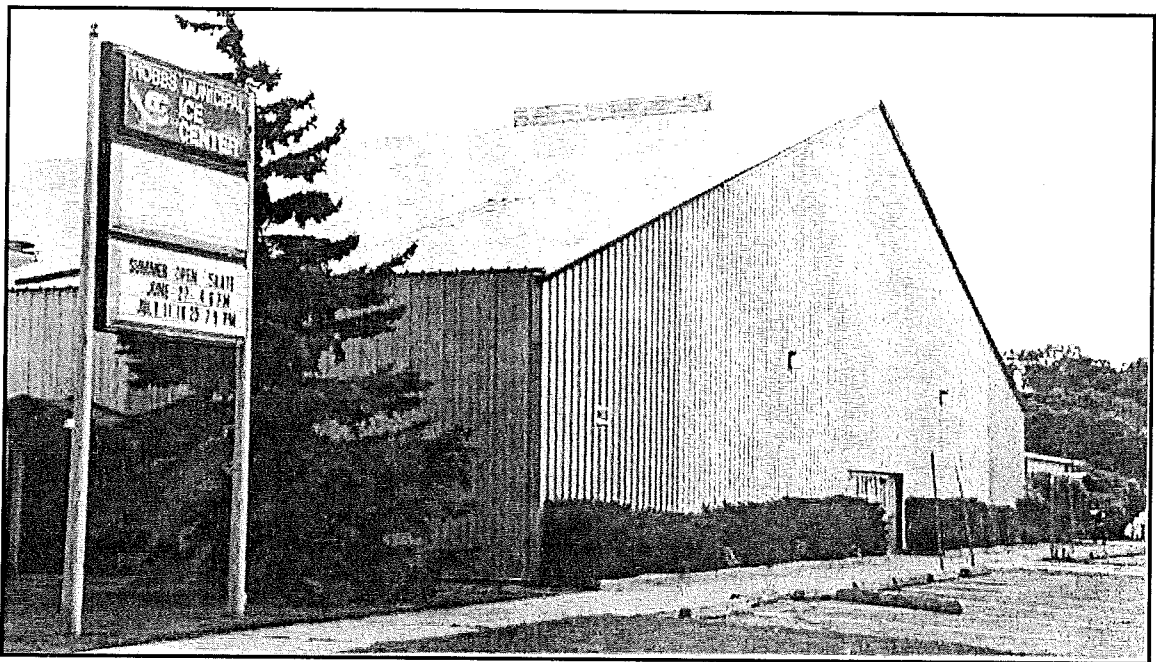
HOBBS MUNICIPAL ICE CENTER

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

Programs & Services

Major Users

- ◆ 3,206 total hours rented in 2001
- ◆ Home rink for Varsity Hockey Teams – UWEC, North & Memorial High Schools
- ◆ Home rink for the Eau Claire Figure Skating Club
- ◆ Home rink for Eau Claire Youth Hockey Association
- ◆ 2001 was the third year of operation for the Hughes Outdoor Rink



Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Operating	\$ 347,828	\$ 345,000	\$ 128,536	\$ 350,000	\$ 362,000
Other Financing Sources	114,534	106,700	-	101,700	111,500
	<u>462,361</u>	<u>451,700</u>	<u>128,536</u>	<u>451,700</u>	<u>473,500</u>
Total Revenues					
Expenses:					
Personal Services	230,082	232,200	112,197	232,200	254,000
Contractual Services	27,286	32,000	9,143	32,000	30,400
Utilities	152,140	162,900	71,737	162,900	164,300
Fixed Charges	8,500	9,100	4,250	9,100	8,500
Materials & Supplies	19,353	15,500	3,751	15,500	16,300
Non-Operating -Proprietary Funds	689	-	-	-	-
	<u>438,050</u>	<u>451,700</u>	<u>201,078</u>	<u>451,700</u>	<u>473,500</u>
Total Expenses and Other Financing Uses					
Excess (Deficiency) of Revenues Over Expenses	\$ <u>24,311</u>	\$ <u>-</u>	\$ <u>(72,542)</u>	\$ <u>-</u>	\$ <u>-</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	24,311	-	-	-	-
Increase(Decrease) in Fixed assets	<u>(24,311)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Budget Overview

REVENUES

Each year, the City Council reviews the fees and charges for the ice center. Ice rental rates for the 2001-2002 skating season were \$95.00/hour. The Ice Center was closed for an eight-week period in 2001 so that we could replace our refrigeration system. This resulted in an estimated loss of \$40,000 in revenue.

EXPENDITURES

PERSONNEL 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 buildings and major equipment are becoming more costly.

UTILITIES

Utilities are our highest expense other than personnel. Both electricity and gas bills are within budget projections for 2002. A new gas boiler installed last year is more energy efficient. Also, the refrigeration system was changed out in early 2001, which has also increased energy efficiencies.

MATERIALS & SUPPLIES

The materials and supplies account includes \$1,500 to maintain our rental skate inventory. We also plan to purchase folding tables that are used for events at the ice center.

CAPITAL OUTLAY

The ice center is currently 25 years old and repairs and renovations are needed. The refrigeration system was replaced in early 2001. We also remodeled all shower rooms and public restrooms in 2001. A number of other improvements are also necessary, the main one being a new roof, planned for 2003.

Other projects include resurfacing and lighting of the parking lot, replacing the sound system, and replacing the flooring in the Akervik Rink.

Revenue Detail

Revenue Classification	2001 Actual	2002 Budget	2002 6-Month Actual	2002 Projection	2003 Budget
OPERATING REVENUES					
Charges for services:					
Hobbs arena	\$ 315,209	\$ 340,000	\$ 127,541	\$ 345,000	\$ 357,000
Youth hockey concessions	5,519	5,000	995	5,000	5,000
Total charges for services	320,728	345,000	128,536	350,000	362,000
OTHER OPERATING REVENUES					
Miscellaneous	27,100	-	-	-	-
Total operating revenues	347,828	345,000	128,536	350,000	362,000
NON-OPERATING REVENUES					
OTHER FINANCING SOURCES					
Transfer from General fund	114,534	106,700	-	101,700	111,500
Total revenues	\$ 462,361	\$ 451,700	\$ 128,536	\$ 451,700	\$ 473,500

OPERATING REVENUES

Charges for Services is revenue that is generated from ice rental fees. Various groups and organizations, including UW-Eau Claire, Eau Claire School District, Youth Hockey Association, Eau Claire 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 the operational expenses.

Summary of General Fund Subsidies

<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002 Projected</u>	<u>2003 Proposed</u>
\$69,785	\$68,483	\$76,610	\$35,240	\$58,161	\$114,534	\$101,700	\$111,500

Staffing

Hobbs Ice Center

	2001	2002	2003
Program Supervisor	1.00	1.00	1.00
Clerk II	-	0.50	0.50
Skilled Worker I	2.00	2.00	2.00
Total FTE Positions	3.00	3.50	3.50

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

Cross-divisional charges include:

- 25% of Program Supervisor’s time is charged out to Parks & Recreation – Recreation Division.



Activities

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

	1996	1997	1998	1999	2000	2001
O'Brien	30	31	30	30	30	28
Akervik	30	40	38	37	38	32
Summer	11	13	11	11	10	9
Hughes Rink	0	0	0	9	10	8

- ◆ 4 hours/week of public skating offered September through April
- ◆ Drop-in hockey (adult) offered 1.5 hours/week, September through April
- ◆ Special open skate hours offered during school vacations and Christmas Holidays

**Hobbs Municipal Ice Center
Six-Year History of Operations**

	1996	1997	1998	1999	2000	2001
Revenues	\$271,077	\$317,286	\$290,564	\$339,616	\$351,612	\$322,827
Expenses... without depreciation & interest expense	\$340,862	\$386,400	\$367,435	\$374,682	\$424,274	\$437,361
Net Income	(\$69,785)	(\$69,114)	(\$76,871)	(\$35,066)	(\$72,662)	(\$114,534)

Activities

Hobbs Ice Center Open Skate Admissions				
	Winter Sept-Dec, 2001	Winter Jan-April, 2002	Summer 2201	Total 2000-01
Youth	1,261	1,404	66	2,731
Youth w/ punch card	95	62	0	157
Adult	558	691	34	1,283
Adult w/ punch card	17	3	0	20
Total	1,931	2,160	100	4,191

2002-2003 FEES AND CHARGES

Hourly Charges

Ice Rental – Prime Time*	\$97.00
Ice Rental – Non Prime Time	\$87.00
Ice Rental – Non-Resident Rate	\$107.00
Dry Floor (In-Line Skate)	\$48.00
Outdoor Rink	\$32.00

*Prime time hours are 7am to 11pm daily.

Open Skating

Adult	\$3.75
Youth	\$2.75
15 Skate Punch Card (Adult)	\$50.00
15 Skate Punch Card (Youth)	\$35.00
Skate Rental	\$1.00
Open Hockey – Adult	\$5.00

Events

Varsity Game	\$350.00
JV/Varsity Game	\$450.00

Daily Charges

Dry Floor (Special Event) **	\$225.00
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**Groups renting the facility for dry floor events must also pay any custodial overtime related to their event.

Facilities



O'Brien Rink - constructed in 1975

- ◆ Regulation size rink, 85'x200'
- ◆ 6" concrete floor
- ◆ Artificial Ice
- ◆ Heated facility
- ◆ Seating capacity for 1,000
- ◆ Four locker rooms, restrooms
- ◆ Concession stand

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

Hughes Rink – constructed in 1998

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

O'Brien Room

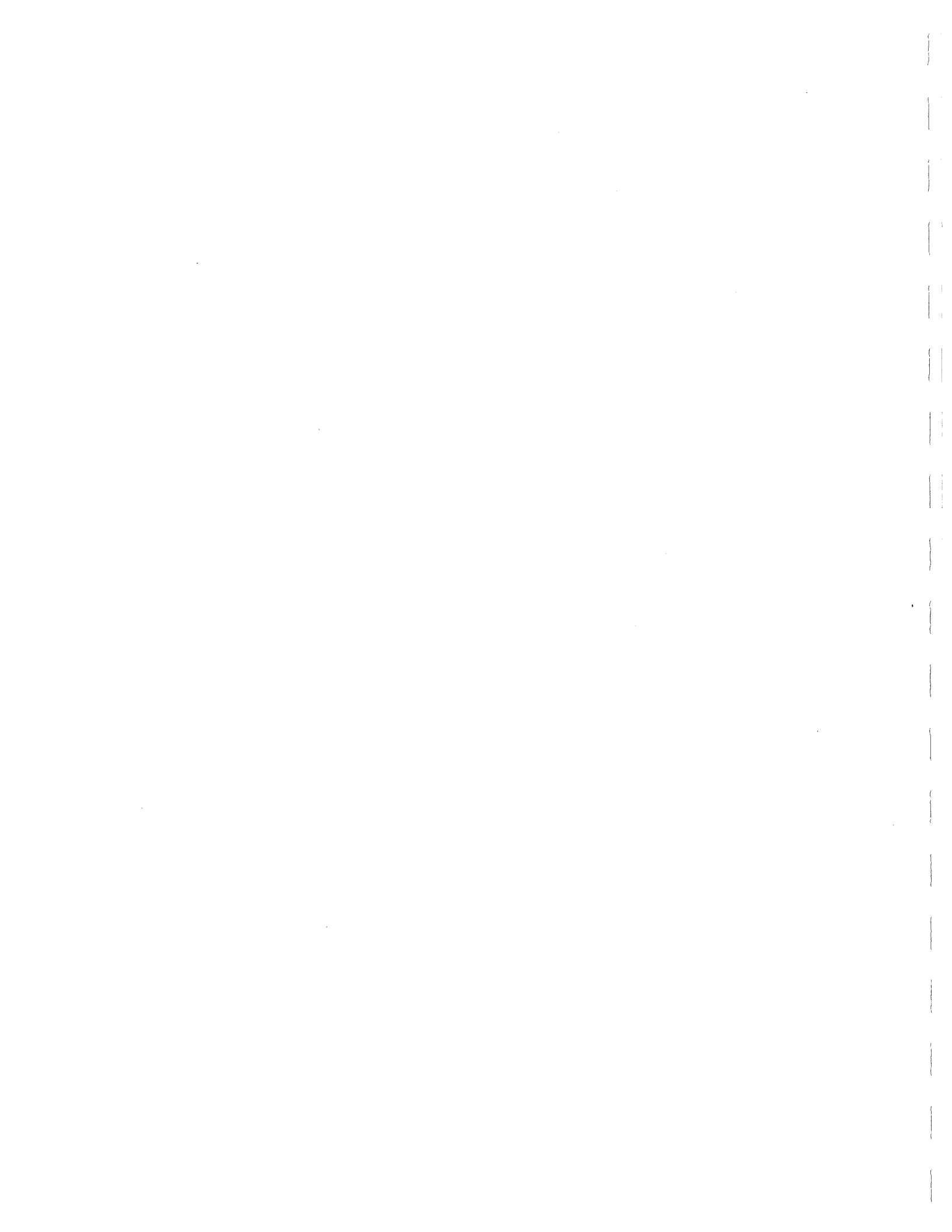
- ◆ Meeting room – approximate capacity is
75 persons
- ◆ TV/VCR available for
coaches/referee/player training

Equipment

The ice center's major pieces of equipment consist of two ice resurfacers. Other smaller pieces of equipment include such things as ice edgers, snow blowers, etc. The resurfacing machines are replaced on a rotating basis. Each machine is replaced approximately every 12 years, which means a new machine is purchased every six years. One machine is scheduled to be replaced this year (2002).

CIP Highlights

- ◆ The Ice Center roof is scheduled to be replaced in 2003.
- ◆ The parking lot is scheduled to be resurfaced and striped in 2004, with additional lighting added to the lot.
- ◆ We hope to replace flooring in the Akervik Rink in 2005, as well as construct a skate change area for the Hughes Rink.



FAIRFAX PARK OUTDOOR POOL

Fairfax Park Outdoor 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. The pool will be entering its thirteenth year in 2003.

Programs & Services



Annual Schedule

- ◆ 13-week season (approximately June 1-September 1)
- ◆ Public swim offered seven days per week
- ◆ Lap swim offered mornings and evenings
- ◆ Water aerobics classes offered weekday mornings
- ◆ Facility available for rent by private groups on Sunday evenings
- ◆ Practice site for the YMCA Swim Team

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Charges for Services	\$ 211,050	\$ 191,100	\$ 107,649	\$ 191,100	\$ 201,000
Other Financing Sources	<u>145,720</u>	<u>290,700</u>	<u>-</u>	<u>290,700</u>	<u>123,700</u>
Total revenues	<u>356,771</u>	<u>481,800</u>	<u>107,649</u>	<u>481,800</u>	<u>324,700</u>
Expenses:					
Personal Services	178,440	197,700	40,653	197,700	207,600
Contractual Services	17,008	19,500	3,572	19,500	19,500
Utilities	35,588	45,000	8,560	45,000	45,000
Fixed Charges	5,250	5,300	2,875	5,300	5,400
Materials & Supplies	49,108	49,400	17,140	49,400	47,200
Non-Operating -Proprietary Funds	<u>91,980</u>	<u>64,900</u>	<u>5,413</u>	<u>64,900</u>	<u>-</u>
Total Expenses and Other Financing Uses	<u>377,373</u>	<u>381,800</u>	<u>78,213</u>	<u>381,800</u>	<u>324,700</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ (20,602)</u>	<u>\$ 100,000</u>	<u>\$ 29,436</u>	<u>\$ 100,000</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 12,688	\$ 2,688		\$ 2,688	\$ 2,688
Changes in Available Balances:					
From operations	(20,602)	100,000		100,000	-
Non cash loss on disposal of assets	20,602	-		-	-
Principal payment - debt		(100,000)		(100,000)	-
Transfer to capital projects	<u>(10,000)</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 2,688</u>	<u>\$ 2,688</u>		<u>\$ 2,688</u>	<u>\$ 2,688</u>

Budget Overview

REVENUES

Revenues at the pool are mostly weather dependent. Over the past six years, operating revenue has ranged from \$156,851 (1996) to \$211,650 (2001). Admission fees are reviewed annually by the City Council and adjusted periodically. A punch card and twilight fees have been initiated in order to give residents an option for admission charges. Season passes are also available.

EXPENDITURES

PERSONNEL SERVICES

Staffing for the outdoor pool is mostly seasonal part-time employees. 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. A Program Supervisor in the Recreation Division has oversight responsibility for lifeguard and maintenance operations of the pool. Concessions and Admissions are under the direction of the Supt. of Recreation. No additional staff has been proposed for 2003. However, since the staffing of the pool is primarily seasonal high school and college students, any increase in the minimum wage does have a negative financial impact on the operation.

CONTRACTUAL SERVICES

Services in this area include any repairs or preventative 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 2003.

UTILITIES

Electricity and gas service are two of the major costs other than personnel. Through August 2002 utility costs are within budget projections. Costs are about 9% lower than 2001 expenditures for the same period.

MATERIALS & SUPPLIES

This area includes expenditures for janitorial supplies, food and beverage supplies, and chemicals, among other items. Staff members purchase their own uniforms.

CAPITAL OUTLAY

We are painting both pools, the waterslide tower and all lifeguard stands in 2002, replacing the pool heaters in 2003, the play equipment in 2004, and the pool controllers in 2005. We also hope to paint the interior of the bathhouse in 2006.

Revenue Detail

Revenue Classification	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
Outdoor Pool					
OPERATING REVENUES					
Charges for services:					
Pool admissions	\$ 156,225	\$ 144,000	\$ 88,793	\$ 144,000	\$ 151,000
Pool concessions	41,473	36,000	10,701	36,000	40,000
Miscellaneous	13,353	11,100	8,155	11,100	10,000
Total charges for services	<u>211,050</u>	<u>191,100</u>	<u>107,649</u>	<u>191,100</u>	<u>201,000</u>
OTHER OPERATING REVENUES					
Miscellaneous	<u>600</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NON-OPERATING REVENUES					
Transfer from General fund	<u>145,120</u>	<u>190,700</u>	<u>-</u>	<u>290,700</u>	<u>123,700</u>
Total revenues	<u>\$ 356,771</u>	<u>\$ 381,800</u>	<u>\$ 107,649</u>	<u>\$ 481,800</u>	<u>\$ 324,700</u>

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

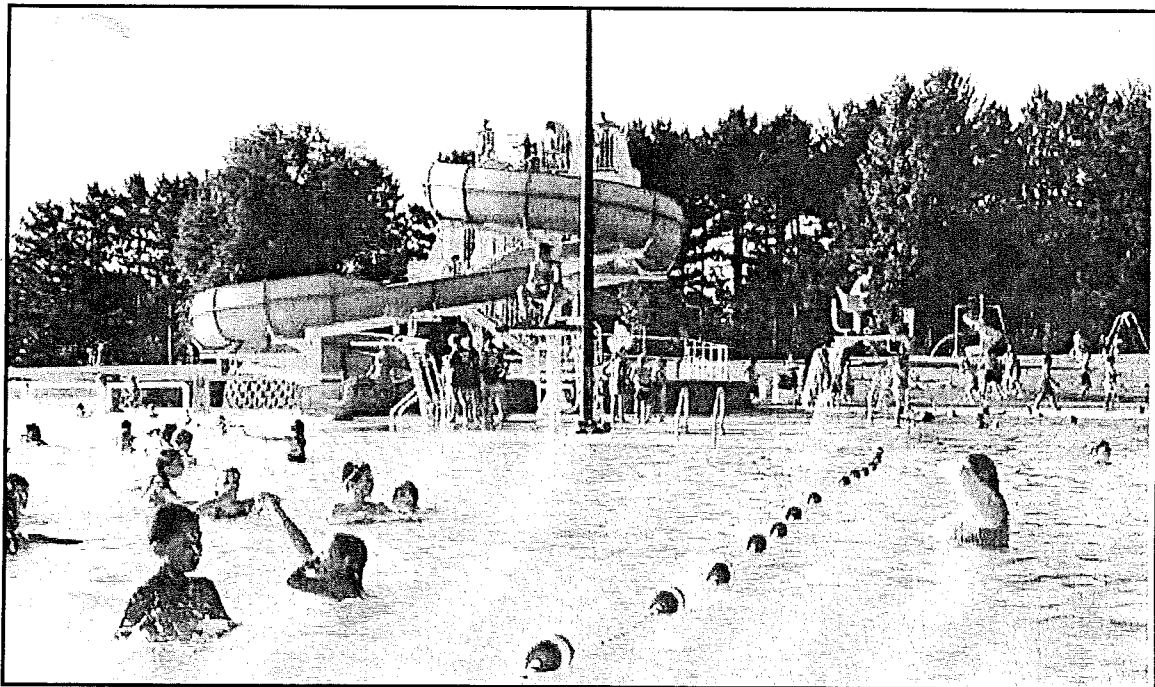
The Outdoor Pool was established as an enterprise fund in 1990. Since that time, a **General Fund Subsidy** has been required to meet the operational expenses and the annual debt payment.

Summary of General Fund Subsidies

	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u> <u>Projected</u>	<u>2003</u> <u>Proposed</u>
Subsidy	\$132,889	\$143,782	\$126,339	\$136,829	\$145,120	\$190,700	\$123,700
Debt Payment	\$75,000	\$75,000	\$75,000	\$85,000	\$90,000	\$100,000	\$0

Staffing

- ◆ A Department Program Supervisor directs lifeguard and maintenance operations.
- ◆ The Superintendent of Recreation coordinates, concessions and front desk operations at the Outdoor Pool.
- ◆ A Parks Maintenance employee is assigned to the pool part-time during the season.
- ◆ No full time staff is assigned exclusively to the Outdoor Pool.
- ◆ Approximately 72 seasonal staff members were employed in 2002 as lifeguards, cashiers, and facility supervisors.
- ◆ A Program Supervisor assigned to General Fund Recreation charges 25% of his time to the Outdoor Pool.



Activities

SEVEN-YEAR HISTORY OF ATTENDANCE

<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>
65,453	64,894	63,166	69,227	60,782	71,192	62,101

SEVEN-YEAR HISTORY OF OPERATION

	1995	1996	1997	1998	1999	2000	2001
Revenues	\$168,981	\$156,706	\$170,320	\$170,064	\$194,965	\$184,049	\$211,651
Expenses... w/o deprec. & interest exp	\$204,960	\$204,423	\$210,813	\$226,327	\$235,943	\$243,593	\$285,393
Net Income	(\$35,979)	(\$47,717)	(\$40,493)	(\$56,263)	(\$40,978)	(\$59,544)	(\$68,123)

2002 FEES AND CHARGES**Daily Admission**

Youth (under 3)	FREE
Youth (3-17 years)	\$2.75
Adult	\$4.00
Lap Swim	\$2.00
Water Aerobics	\$2.50
Twilight *	\$2.00

*All admissions after 6:00 pm

Season Pass Rates

Resident Youth	\$35.00
Resident Adult	\$45.00
Resident Family of 3	\$90.00
Resident Family of 4	\$95.00
Resident Family of 5	\$100.00
Non-Resident Youth	\$55.00
Non-Resident Adult	\$65.00
Non-Resident Family of 3	\$135.00
Non-Resident Family of 4	\$140.00
Non-Resident Family of 5	\$145.00
Extra charge for each additional family member	\$ 5.00

Punch Cards

(10 swims for the price of 8)

Youth	\$22.00
Adult	\$32.00

Facilities

Main Pool

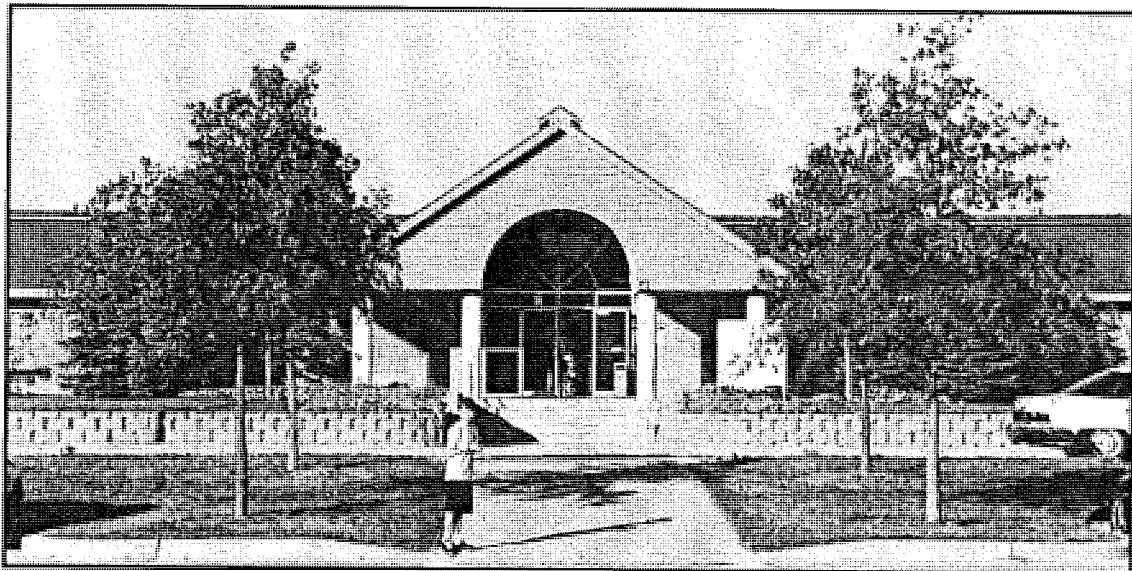
- ◆ 17,600 square feet
- ◆ 450,518 gallons of water
- ◆ 164 ft (50m) x 60 ft (18m)
- ◆ 3'6" to 5'6" deep
- ◆ Pool capacity – 1,173
- ◆ Waterslide – 153' long x 22' high
- ◆ Mini-slide – 8 ft ride

Diving Pool

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

Other Amenities

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



Entrance to Fairfax Pool

Equipment

Equipment at the pool consists of items, such as cash registers and concession equipment, freezers, hot dogger, pretzel warmer, nacho warmer, etc. The pool does have some maintenance equipment assigned to it, including a riding lawn mower, a push mower, trimmers, etc. The pool also has major equipment, such as pumps, filters, and heaters.

CIP Highlights

- ◆ In 2003 it is proposed to replace the pool heaters at the pool.
- ◆ It is proposed to replace the play equipment in 2004
- ◆ In 2006, we are proposing to paint the interior of the bathhouse.
- ◆ It is proposed to replace the pool controllers in 2005
- ◆ Pool is scheduled to be repainted in 2007

RISK MANAGEMENT

The Risk Management Fund was formed in 1988 to stabilize the City's insurance and risk management related costs. Premiums previously paid to insurance companies were placed in the fund. Coverage for catastrophic losses was purchased through "pooled" insurance companies formed with other Wisconsin municipalities and traditional coverage. Smaller, predictable losses are self-insured. The resulting savings have allowed the general fund and other departments to enjoy stable or declining insurance rates for the past 13 years. The City's Risk Management fund handles all claims and related matters for the City of Eau Claire and L.E. Phillips Memorial Library. Certain coverage is also provided for the City-County Health Department and Housing Authority.



Safety meeting

Programs & Services



Mailbox Damage

- ◆ Funding for losses
- ◆ Safety Training and education
- ◆ Environmental clean ups
- ◆ Stable charges to Departments
- ◆ Emergency Preparedness and disaster response
- ◆ Retention limits

Liability \$200,000 each loss

Workers Compensation

\$250,000 each loss

Overview of Revenues and Expenditures
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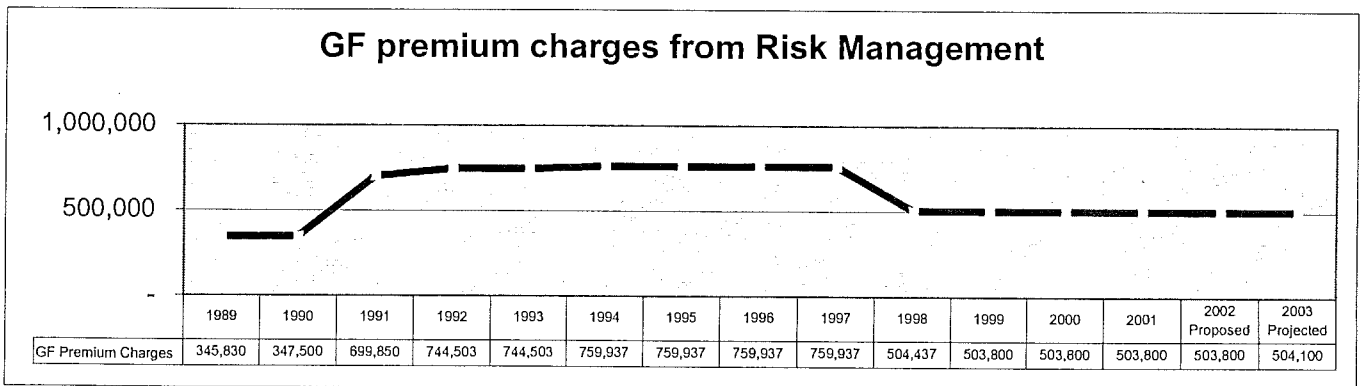
	<u>2001 Actual</u>	<u>2002 Adopted*</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Other Operating	\$ 999,995	\$ 1,001,000	\$ 495,900	\$ 1,001,000	\$ 1,007,800
Intergovernmental	133,487	40,000	28,895	40,000	40,000
Miscellaneous	<u>451,569</u>	<u>426,000</u>	<u>230,827</u>	<u>426,000</u>	<u>286,000</u>
Total revenues	<u>1,585,051</u>	<u>1,467,000</u>	<u>755,622</u>	<u>1,467,000</u>	<u>1,333,800</u>
Expenses:					
Personal Services	105,996	110,400	47,411	110,400	115,800
Contractual Services	18,998	38,800	13,864	38,800	38,800
Utilities	989	3,600	245	3,600	3,600
Fixed Charges	510,312	1,193,400	469,448	1,193,400	1,193,400
Materials & Supplies	3,633	5,100	1,495	5,100	5,100
Non-Operating -Proprietary Funds	8,788	-	-	-	-
Other Financing Uses	<u>-</u>	<u>1,095,000</u>	<u>-</u>	<u>1,095,000</u>	<u>255,000</u>
Total Expenses and Other Financing Uses	<u>648,716</u>	<u>2,446,300</u>	<u>532,463</u>	<u>2,446,300</u>	<u>1,611,700</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 936,335</u>	<u>\$ (979,300)</u>	<u>\$ 223,158</u>	<u>\$ (979,300)</u>	<u>\$ (277,900)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 320,865	\$ -	\$ 1,257,200	\$ 277,900	\$ 277,900
Changes in Available Balances:					
From operations	936,335	(979,300)	(979,300)	(979,300)	(277,900)
Transfer (to)/from reserve	<u>-</u>	<u>979,300</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 1,257,200</u>	<u>\$ -</u>	<u>\$ 277,900</u>	<u>\$ -</u>	<u>\$ -</u>

*Restated for GASB 34

Budget Overview

REVENUES

Each year, the Risk Management fund charges all other funds an “insurance” charge. These revenues to the Risk Management Fund are used to cover the costs of operating the Fund, pay losses and establish reserves to cover large deductible expenses and catastrophic losses. Traditionally, the cost of business insurance can swing dramatically up or down from year to year and generally rises faster than the rate of inflation. The Risk Management Fund has been able to provide stable or decreasing charges for most years of operation.



Note* In 1991, workers compensation charges previously charged directly to the departments were transferred to the Risk Management Fund.

EXPENSES

CONTRACTUAL SERVICES

The Special Services Account provides funding for the city’s 12 safety teams and the emergency preparedness team.

UTILITIES

The Risk Management Fund pays the initial cost of providing conference calls for the Landfill PRP Group. The expenses are reimbursed as miscellaneous revenue per the funding formula.

FIXED COSTS

Fixed costs to our insurance pools and other insurance companies continue to rise. Actuaries for our liability and workers compensation programs recommend funding levels each year based upon prior year’s loss history and our allocation exposure.

Revenue Detail

Revenue Classification	Risk Management				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
General fund	\$ 503,800	\$ 503,800	\$ 251,900	\$ 503,800	\$ 504,100
Storm Water	4,600	4,600	2,300	4,600	4,600
Library	31,000	31,000	15,500	31,000	31,000
Cemetery maintenance	6,100	6,100	3,050	6,100	6,100
Sewer	77,700	77,700	38,850	77,700	77,700
Water	79,500	79,500	39,750	79,500	81,100
Hobbs	8,500	8,500	4,250	8,500	8,500
Municipal pool	4,200	4,200	2,100	4,200	4,200
Parking	8,100	8,100	4,050	8,100	8,100
Transit	105,200	105,200	52,600	105,200	110,100
Risk management	3,700	3,700	1,850	3,700	3,700
Central equipment	158,200	158,200	79,100	158,200	158,200
Economic development	1,200	1,200	600	1,200	1,200
Public housing	8,195	9,200	-	9,200	9,200
Total charges for services	<u>999,995</u>	<u>1,001,000</u>	<u>495,900</u>	<u>1,001,000</u>	<u>1,007,800</u>
OTHER OPERATING REVENUES					
Repayment of claims	<u>133,487</u>	<u>40,000</u>	<u>28,895</u>	<u>40,000</u>	<u>40,000</u>
NON-OPERATING REVENUES					
Miscellaneous	117,588	119,000	127,385	119,000	119,000
Interest income	<u>333,982</u>	<u>307,000</u>	<u>103,442</u>	<u>307,000</u>	<u>167,000</u>
	451,569	426,000	230,827	426,000	286,000
Total revenues	\$ <u>1,585,051</u>	\$ <u>1,467,000</u>	\$ <u>755,622</u>	\$ <u>1,467,000</u>	\$ <u>1,333,800</u>

OPERATING REVENUES**Charges for Services**

Revenues for the Risk Management funds are derived from a service charge assessed all funds which participate in the City's self-insurance program. Charges for 2003 to the General Fund comprise 50% of the total service charge, followed by Central Equipment 16%, Transit 11%, Water 8% and Sewer 8%. The remaining funds comprise 7% 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.

Staffing

Risk Management

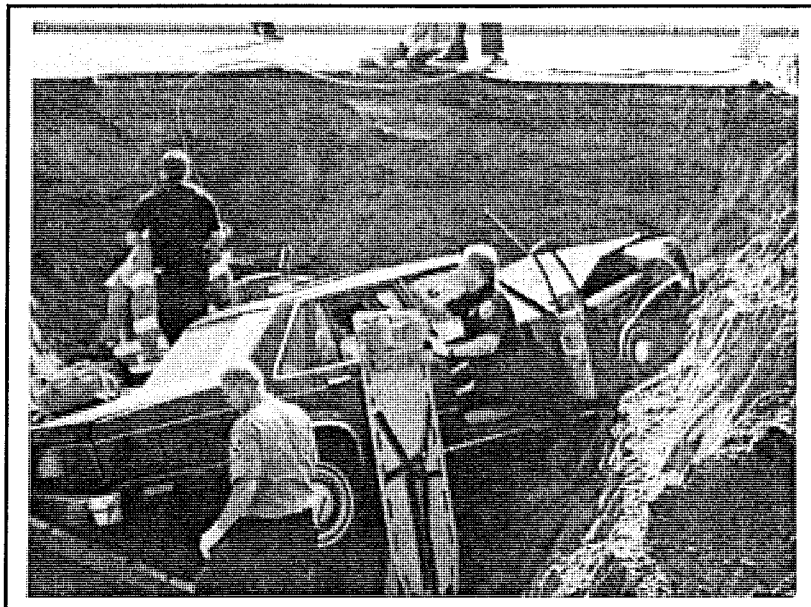
	2001	2002	2003
Risk Management Technician	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>1.00</u></u>	<u><u>1.00</u></u>	<u><u>1.00</u></u>

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

Cross-divisional charges include:

- 50% of the Human Resource Director/Risk Manager's time is charged to Risk Management.

Construction zone safety issues



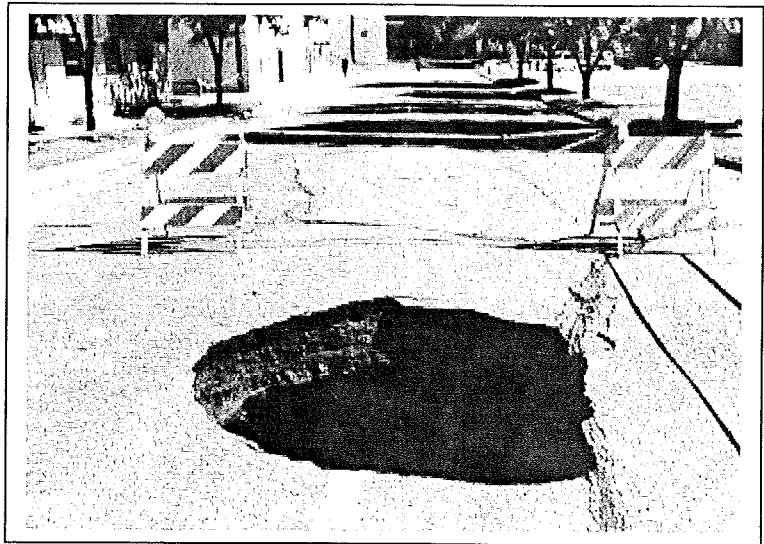
Operation Highlights

Areas of Operation

Insurance coverage includes all City owned properties and operations. Certain coverages are also provided to the Library, Health Department and Housing Authority.

WMMIC Participants

- ◆ City of Madison
- ◆ Waukesha County
- ◆ Brown County
- ◆ Outagamie County
- ◆ Dane County
- ◆ Manitowoc County
- ◆ Kenosha County
- ◆ City of Eau Claire
- ◆ Chippewa County
- ◆ Dodge County
- ◆ LaCrosse County
- ◆ St. Croix County
- ◆ Marathon County
- ◆ Eau Claire County



Flood related sinkhole

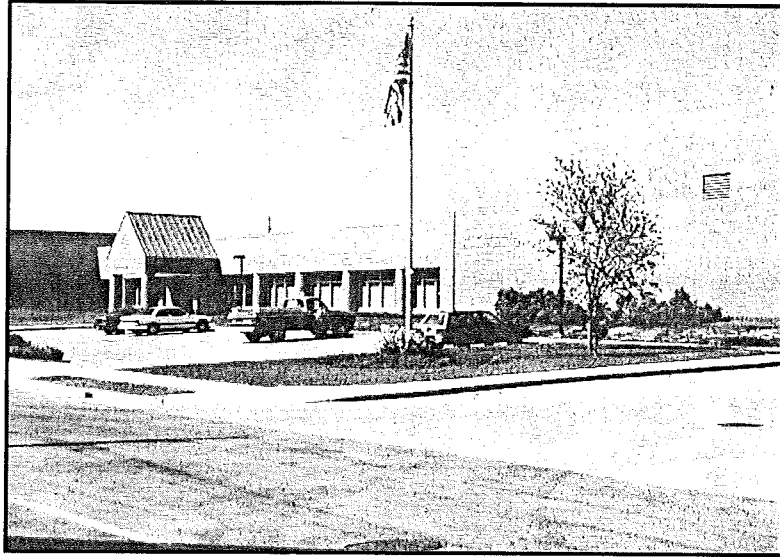
Principal Sources of Revenue

- ◆ General Fund
- ◆ Interest Income
- ◆ Central Equipment
- ◆ Transit
- ◆ Other City Funds
- ◆ Water Utility
- ◆ Sewer Utility
- ◆ Repayment of Claims



Rescue from flood related sinkhole

CENTRAL EQUIPMENT



*Central Maintenance Facility
910 Forest Street*

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.

Programs & Services

- ◆ Maintain City-owned vehicles and equipment in good working condition.
- ◆ Provide a management information system that will identify costs, equipment usage, fuel usage and maintenance history.
- ◆ Provide safety, training, and preventative maintenance programs to reduce down time, maximize vehicle safety, and reduce accidents.
- ◆ Provide a perpetual inventory of automotive parts and other municipal supplies.

Overview of Revenues and Expenditures
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	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Intergovernmental	\$ 2,564,462	\$ 2,639,400	\$ 1,326,195	\$ 2,639,400	\$ 2,639,400
Miscellaneous	171,575	155,000	88,090	155,000	155,000
Other Financing Sources	15,188	10,000	-	10,000	10,000
	<u>2,751,225</u>	<u>2,804,400</u>	<u>1,414,284</u>	<u>2,804,400</u>	<u>2,804,400</u>
Expenses:					
Personal Services	497,465	530,800	254,311	530,800	571,900
Contractual Services	401,268	367,100	194,924	367,100	367,400
Utilities	122,692	166,900	50,233	166,900	166,900
Fixed Charges	108,146	158,400	71,434	158,400	158,400
Materials & Supplies	544,411	664,500	238,408	664,500	664,100
Capital Outlay	-	5,000	3,895	5,000	5,000
Non-Operating -Proprietary Funds	50,406	-	-	-	-
	<u>1,724,389</u>	<u>1,892,700</u>	<u>813,205</u>	<u>1,892,700</u>	<u>1,933,700</u>
Total Expenses and Other Financing Uses	<u>1,724,389</u>	<u>1,892,700</u>	<u>813,205</u>	<u>1,892,700</u>	<u>1,933,700</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 1,026,836</u>	<u>\$ 911,700</u>	<u>\$ 601,080</u>	<u>\$ 911,700</u>	<u>\$ 870,700</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	1,026,836	911,700	-	911,700	870,700
Transfer to capital projects	(1,469,800)	(1,924,500)	-	(1,924,500)	(1,464,500)
Transfer (to)/from reserves - equipment/building replacement	442,964	1,012,800	-	1,012,800	593,800
	<u>442,964</u>	<u>1,012,800</u>	<u>-</u>	<u>1,012,800</u>	<u>593,800</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES - INTERGOVERNMENTAL

Equipment Rental

The Central Equipment operation is funded from revenues derived from rental charges paid by the City Departments for use of the rolling fleet and equipment. Vehicles and equipment are purchased by the City and maintained at the Central Maintenance Facility (CMF) located at 910 Forest Street. The rental rate for each piece of equipment includes the direct costs for mechanic labor, parts and fuel, together with indirect costs for overhead and depreciation. The depreciation charges are funded each year for the replacement of fleet vehicles. Rental rates are reviewed on an annual basis.

Building Rental

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

MISCELLANEOUS REVENUES

Other miscellaneous revenue includes the sale and auction of vehicles, equipment, and other fixed assets.

EXPENDITURES

CONTRACTUAL SERVICES

The fleet maintenance is managed with the use of a software program on the Internet in lieu of stand-alone computer hardware located at the Central Maintenance Facility (CMF). The yearly charges are included in the operating budget and have resulted in the reduction of capital costs by not purchasing a new computer server along with associated in-house computer system maintenance costs.

UTILITIES

The cost of natural gas and electrical service has been held at the same level in the 2003 budget. A severe winter or increases in utility charges can impact the actual expenditures.

CAPITAL OUTLAY

Major capital equipment replacements and new equipment purchases are outlined in the 5-year Capital Improvement Plan (CIP).

Revenue Detail

Revenue Classification	Central Equipment				
	2001	2002	2002	2002	2003
	<u>Actual</u>	<u>Budget</u>	6-Month <u>Actual</u>	<u>Projection</u>	<u>Budget</u>
OPERATING REVENUES					
Equipment Rental - General fund	\$ 1,962,382	\$ 2,102,500	\$ 1,016,943	\$ 2,102,500	\$ 2,102,400
Service Charge - Stormwater Mgmt	50,363	74,500	16,014	74,500	74,500
Service charge - Cemetery Maint.	40,817	38,400	19,902	38,400	38,400
Service charge -Water utility	116,560	98,100	57,802	98,100	98,100
Service charge - Sewer utility	280,769	238,300	137,419	238,300	238,300
Service charge - Parking utility	13,640	14,800	10,760	14,800	16,200
Service charge - Transit	-	500	-	500	500
Service charge- Hobbs Ice Arena	12,864	16,300	6,756	16,300	15,000
Service charge - Municipal Pool	2,827	5,000	1,572	5,000	5,000
Service charge - Central Equipment	22,341	21,000	11,318	21,000	21,000
Service charge - Other	61,900	30,000	47,708	30,000	30,000
	<u>2,564,462</u>	<u>2,639,400</u>	<u>1,326,195</u>	<u>2,639,400</u>	<u>2,639,400</u>
Total charges for services					
OTHER OPERATING REVENUES					
Miscellaneous	9,026	3,000	4,519	3,000	3,000
Building rental	162,549	152,000	83,571	152,000	152,000
	<u>171,575</u>	<u>155,000</u>	<u>88,090</u>	<u>155,000</u>	<u>155,000</u>
Total miscellaneous revenues					
NON-OPERATING REVENUES					
Sale of capital assets	15,188	10,000	-	10,000	10,000
	<u>15,188</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>
Total revenues	\$ <u>2,751,225</u>	\$ <u>2,804,400</u>	\$ <u>1,414,284</u>	\$ <u>2,804,400</u>	\$ <u>2,804,400</u>

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 charges for each piece of equipment takes into account direct costs (labor, parts, gasoline, etc.) and indirect cost (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.

Staffing

Central Equipment

	2001	2002	2003
Equipment Maintenance Superintendent	1.00	1.00	1.00
Mechanic I, III	5.00	5.00	5.00
Stores Clerk	1.00	1.00	1.00
Total FTE Positions	7.00	7.00	7.00

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

Cross-divisional charges include:

- One Custodian assigned to Public Works is charged out to Central Equipment.
- 25% of the Public Works Operations Administrator's time is charged to Central Equipment.

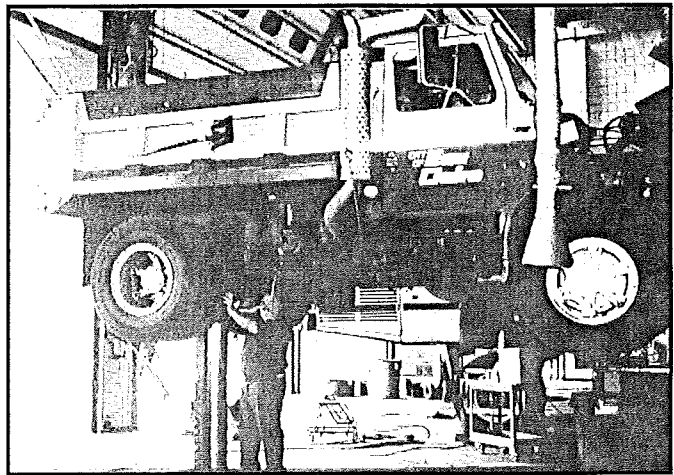


Supply Storage Area

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
- ◆ Automated Fueling System
(36,000-Gallon Storage Capacity)
- ◆ Diggers Hotline Computer
- ◆ Wheel Balancer, Brake Lathe,
and Various Tools
- ◆ Equipment Management System
Fleet Management Computer
System



Vehicle on hoist

Equipment

- ◆ Rolling Fleet
 - 28 Fire Vehicles
 - 41 Police Vehicles
 - 168 Public Works Vehicles
 - ◆ Trucks
 - ◆ Motor Graders
 - ◆ Front End Loaders
 - ◆ Sweepers
 - 25 Transit Vehicles
- ◆ Average Age
 - Service Vehicles 8 years
 - Transit Vehicles 2 years
- ◆ 200 Pieces of Miscellaneous
Equipment for maintaining
parks, cemeteries, streets,
parking lots, and public areas
- ◆ Fleet Value - \$10,000,000

LANDFILL REMEDIATION

The Landfill Remediation Fund was authorized by Council in late 1993 and accounts for transactions associated with the activities of the Potentially Responsible Parties (PRP) Group to address contamination issues at the City's former landfill.

Programs & Services

Areas of Operation

Expendable Trust Account for the former City Landfill – Town of Union

Operating Policy

The City of Eau Claire acts as the administrator for the PRP Group. The PRP Group has been established to respond to environmental concerns associated with the landfill site. Responsibilities include the hiring of agencies and other consultants, correction of well contamination issues and identifying other PRPs.



Environmental cleanup

Overview of Revenues and Expenditures
--

	<u>2001</u>	<u>2002</u>	<u>2002</u>	<u>2002</u>	<u>2003</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 81,516	\$ 150,000	\$ 82,693	\$ 150,000	\$ 150,000
Total Revenues and Other Financing Sources	<u>81,516</u>	<u>150,000</u>	<u>82,693</u>	<u>150,000</u>	<u>150,000</u>
Expenditures and Other Financing Uses:					
Materials & Supplies	<u>81,516</u>	<u>150,000</u>	<u>82,693</u>	<u>150,000</u>	<u>150,000</u>
Total Expenditures and Other Financing Uses	<u>81,516</u>	<u>150,000</u>	<u>82,693</u>	<u>150,000</u>	<u>150,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

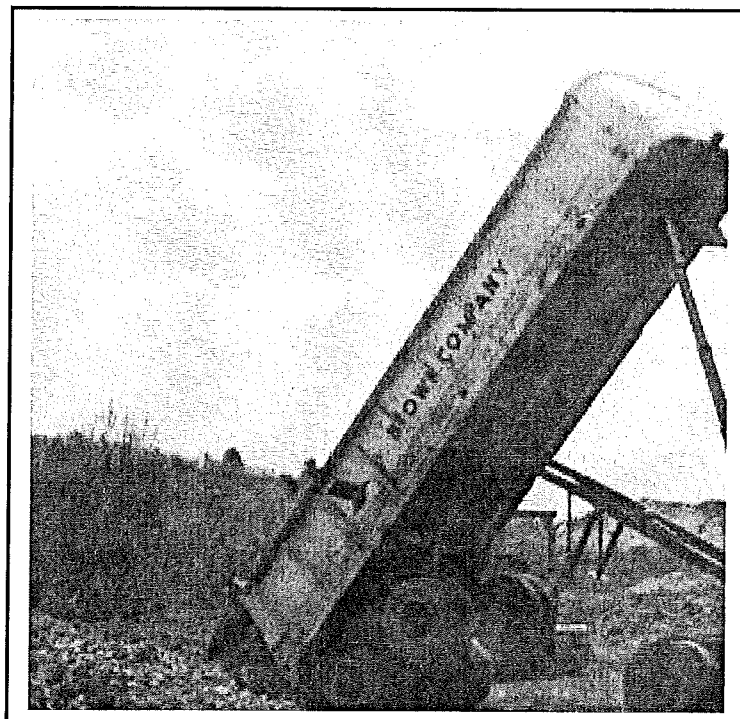
Revenue Detail

<u>Revenue Classification</u>	Landfill Remediation				
	2001 <u>Actual</u>	2002 <u>Budget</u>	2002 6-Month <u>Actual</u>	2002 <u>Projection</u>	2003 <u>Budget</u>
CHARGES FOR SERVICES					
Environment remediation	\$ 81,516	\$ 150,000	\$ 82,693	\$ 150,000	\$ 150,000
Total revenues	<u>\$ 81,516</u>	<u>\$ 150,000</u>	<u>\$ 82,693</u>	<u>\$ 150,000</u>	<u>\$ 150,000</u>

CHARGES FOR SERVICES

Contributions from PRPs are the proposed source of funds for the remedial investigation and clean up.

Our required work at the landfill is shifting from remedial construction to monitoring, testing and operation of the pump/treat system. This budget is funded at 50% by the City and 50% by the other potentially responsible parties (PRPs).



Former Landfill

Operation 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 (PRPs) and the City are sharing the work and funding required to address the problems related to the landfill site.

Expenditures from this fund are divided into several areas:

- ◆ Private well supply protection – Provide protection (or alternate water supplies) to private well owners in close proximity to the landfill.
- ◆ Operate interim remedial measures to provide protection to private well owners located in close proximity to the landfill.
- ◆ Conduct routine monitoring of the wells in and around the landfill.
- ◆ Conduct routine maintenance and operation of remedial testing and equipment.



Clay cap at former landfill

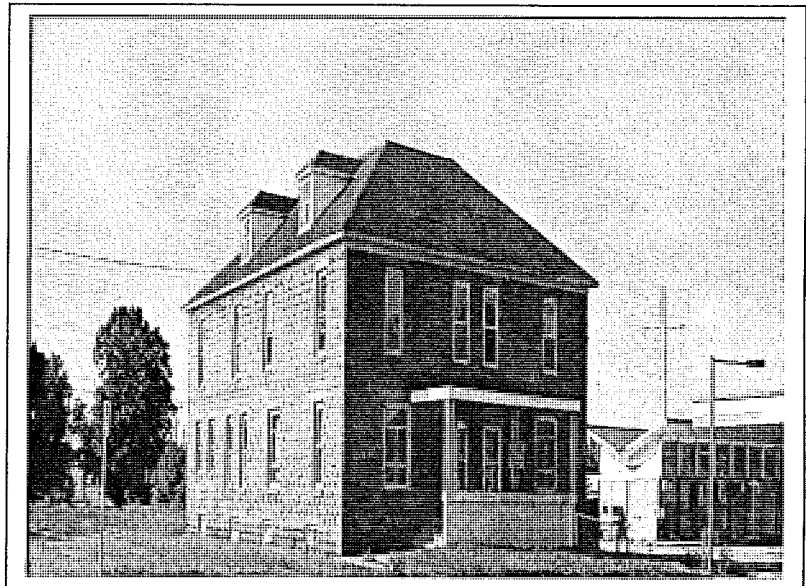
REDEVELOPMENT AUTHORITY

The Eau Claire Redevelopment Authority (RDA), located at 203 S. Farwell Street, is the lead organization in development projects within designated areas of the City of Eau Claire. Created in 1991, the purpose of the RDA includes the elimination and prevention of substandard, deteriorated, slum and blighted areas or properties and encouragement of urban renewal programs. The RDA is governed by a board consisting of seven commissioners and staffed by an executive director.

Major areas of emphasis in the past include four areas: ▪ the Half Moon Lake area, ▪ the North Barstow Street area, ▪ the Soo Line Depot area, and ▪ the West Madison Street area.

Programs & Services

- ◆ Acquisition
- ◆ Demolition
- ◆ Relocation
- ◆ Bonding
- ◆ Project Management
- ◆ Partnering



The RDA recently acquired the property located at 217 E. Madison Street. All tenants have been relocated and the building will be demolished this fall.

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues:					
Miscellaneous	\$ 9,501	\$ 9,400	\$ 4,795	\$ 9,400	\$ 9,000
Other Financing Sources					
Tsf from Other Funds	2,340	-	-	-	-
Total Revenues and Other Financing Sources	11,841	9,400	4,795	9,400	9,000
Expenses:					
Contractual Services	674	7,500	402	7,500	7,500
Utilities	78	500	36	500	500
Fixed Charges	-	1,000	76	1,000	1,000
Materials & Supplies	-	200	10	200	200
Non-Operating- Proprietary Fd	2,155	-	-	-	-
Total Expenses and Other Financing Uses	2,907	9,200	525	9,200	9,200
Excess (Deficiency) of Funding Sources Over Uses	\$ 8,934	\$ 200	\$ 4,270	\$ 200	\$ (200)
Working Capital/Available Fund Balance					
Beginning Balance	\$ 18,052	\$ 27,977		\$ 26,986	\$ 27,186
Changes in Available Balances:					
From operations	8,934	200		200	(200)
Principal from loans	-	6,800		-	-
Ending Balance	\$ 26,986	\$ 34,977		\$ 27,186	\$ 26,986

Budget Overview

REVENUES

OTHER FINANCING SOURCES

The Redevelopment Authority receives principal and interest payments from two loans made to developers for the sale of land. Revenue from principal and interest, resulting from the sale, is estimated at \$9,000 for 2003.

EXPENDITURES

CONTRACTUAL SERVICES

Included in Contractual Services are postage and shipping, computer service charges, auditing, legal and professional services, and travel and training. In 2003, \$5,000 is budgeted for legal and professional services in anticipation of a development project in the North Barstow Redevelopment District.

UTILITIES

The Redevelopment Authority is responsible for storm water charges on all impervious area owned by the RDA.

FIXED CHARGES

Insurance claims are budgeted each year under fixed charges.

Activities

Downtown Development Area – TIF #8

The Redevelopment Authority will play a major roll in the redevelopment of the downtown. The North Barstow Redevelopment District was amended in 2002 and was included within the Tax Incremental Financing District #8 – Downtown Development Area. Acquisition and clearance of property will be accelerated in years 2003-2004 in conjunction with the proposed redevelopment of the area. The Xcel Energy property will be acquired with funding from the Economic Development Fund, the buildings demolished and the property subdivided to provide parkland and a redevelopment site for Royal Credit Union.

A design firm will be hired to develop the Phoenix Park. The goal of the plan is to develop a riverfront park facility that will enhance the Downtown and be enjoyed by the neighborhood and the community. The park development project is estimated to cost \$3.9 million and will include development of the point, extension of the pedestrian/bike trail, a new pedestrian bridge over the Eau Claire River, parking lots, play areas and shelters, special events space, lighting and landscaping. A trailhead facility and farmers market will also be located within the park.

Revenue Detail

Redevelopment Authority

<u>Revenue Classification</u>	<u>2001 Actual</u>	<u>2002 Budget</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
MISCELLANEOUS					
Miscellaneous	\$ 9,501	\$ 9,400	\$ 4,795	\$ 9,400	\$ 9,000
OTHER FINANCING SOURCES					
Tsf from Other Funds	2,340	-	-	-	-
Total revenues and other financing sources	\$ 11,841	\$ 9,400	\$ 4,795	\$ 9,400	\$ 9,000



RDA Board Members

Redevelopment Projects

Half Moon Lake Redevelopment Area

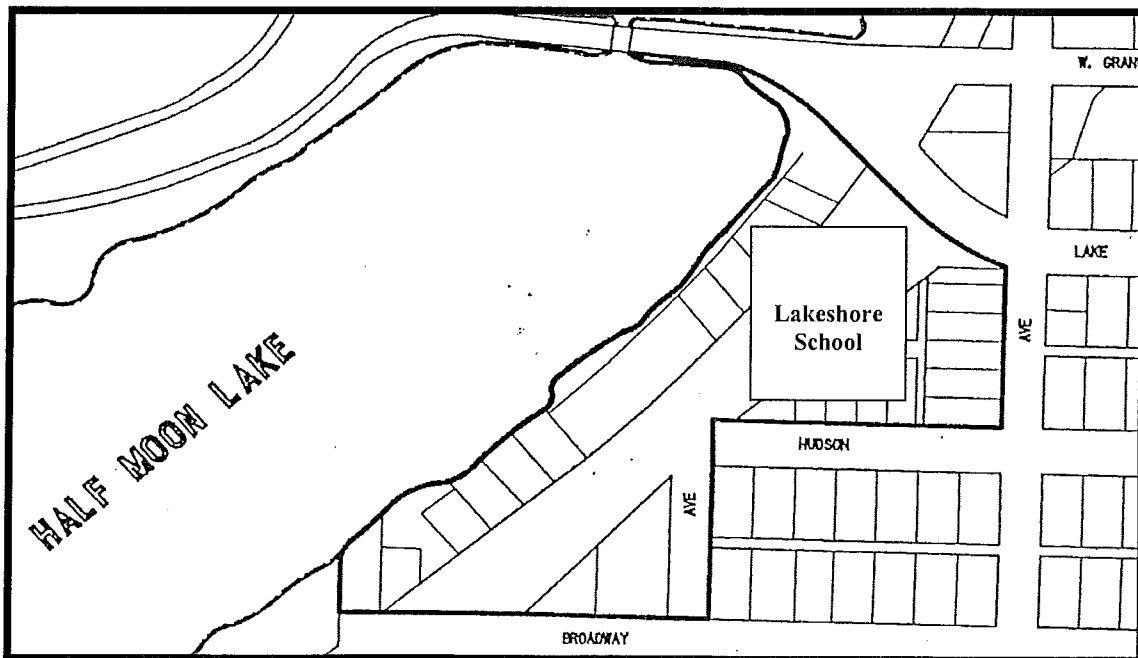
- ◆ Created in 1994
- ◆ 9.3 acre redevelopment area
- ◆ The City, Redevelopment Authority and School District acquired 11 residential properties, two commercial properties and two vacant lots.
- ◆ Relocated residents in homes and commercial businesses.
- ◆ Demolished all buildings within the designated area due to signs of physical deterioration and blight.
- ◆ The land was transferred to the Eau Claire Board of Education for the public use of a recreational trail and a public elementary school.



Lakeshore Elementary School

- ◆ Cost: \$929,750
- ◆ Funding:

CDBG:	\$400,000
DNR Grant	75,750
School	<u>454,000</u>
	\$929,750



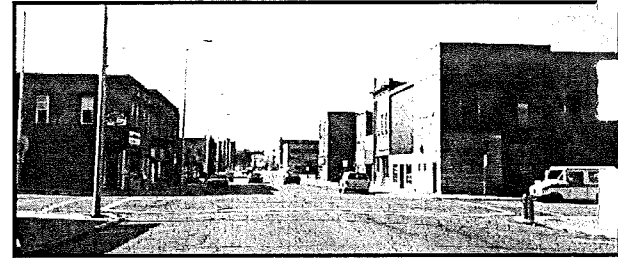
North Barstow Street Redevelopment Area

- ◆ Created in 1995 (still active).
- ◆ Began with 18 residential (3 of which were multi-dwelling) properties and 24 commercial and industrial properties. The expanded site includes 23 additional residential properties and 40 commercial and industrial sites.

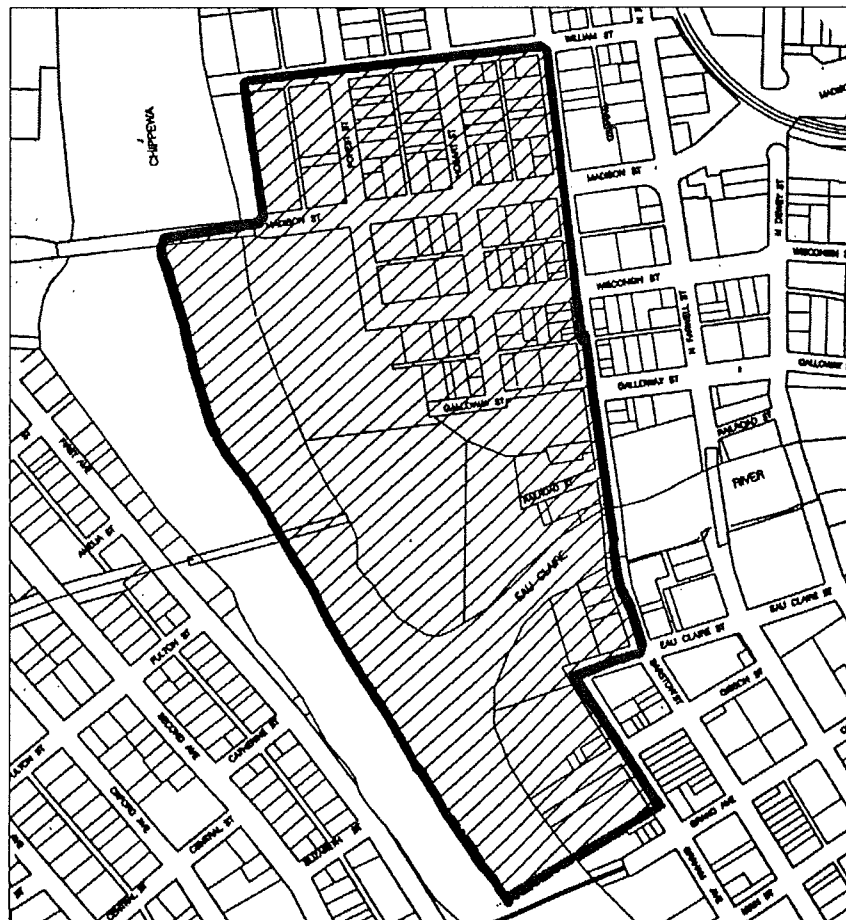


Phoenix Steel Site

- ◆ To date, 16 residential properties, two commercial property and four vacant lots have been acquired.
- ◆ Cost to date: \$1,477,800
- ◆ Funding:
 - CDBG: \$1,468,100
 - EDF: \$ 9,700



North Barstow Street

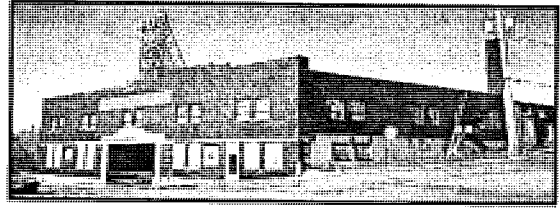


Soo Line Depot Redevelopment Area

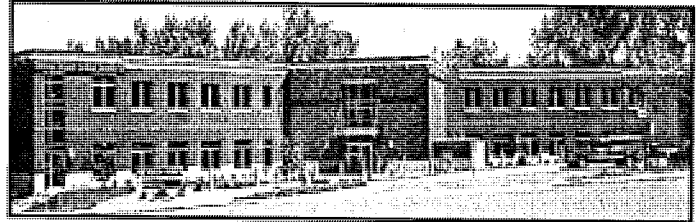
- ◆ Created in 1997
- ◆ Approximately a 9.25 acre area
- ◆ Part of the TIF District #7
- ◆ Included in the area were three residential properties, one commercial property and four publicly owned properties.
- ◆ The RDA received \$167,670 from the sale of the land to PMSI. The developer constructed two office buildings on the site. A municipal parking lot was built and the recreation trail was extended along the Eau Claire River.
- ◆ Tax base generated since 1997 is \$3,390,900.
- ◆ Acquisition Cost: \$375,000
- ◆ Funding for Land Acquisition:

General Fund	\$236,500
TIF District	<u>138,500</u>
	\$375,000

Before



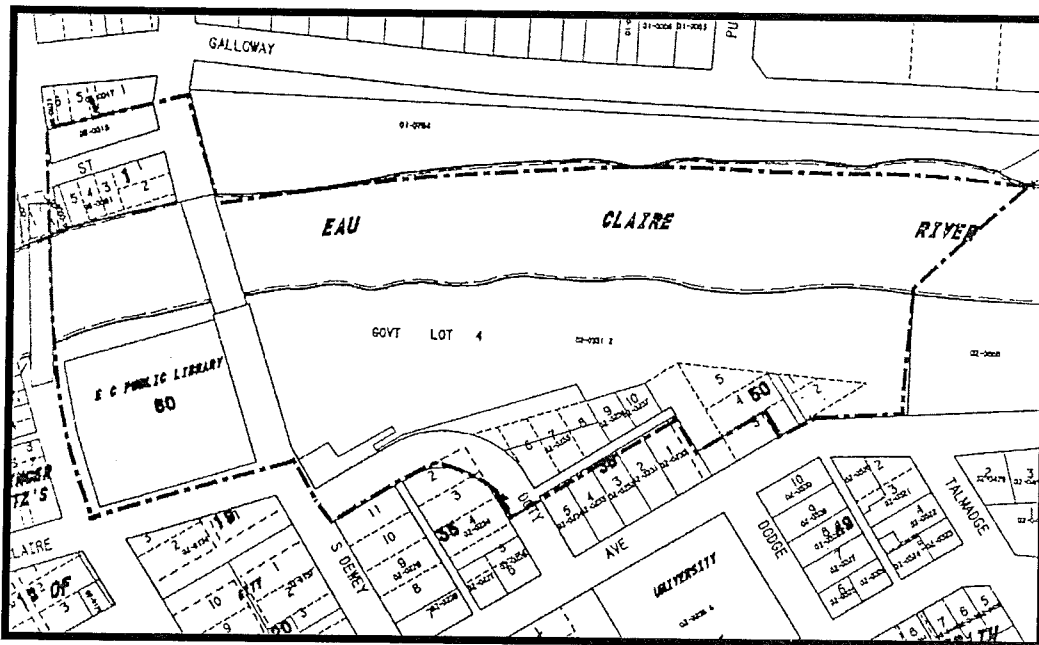
After



Riverview Plaza Office Building



State of WI Department of Health & Family Services



West Madison Street Redevelopment Area

- ◆ Created in 1999.
- ◆ 2.6-acre area.
- ◆ Included in the area were six residential properties, vacant commercial land and vacant public owned land.
- ◆ The RDA received \$63,350 from the sale of a portion of the land to Riverside LLP. The developer constructed a 55,000 square foot office building to house the new job center consortium and other tenants.



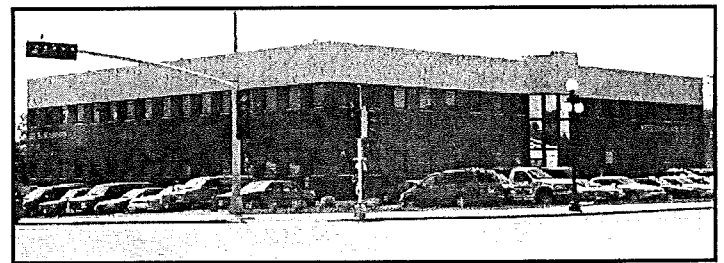
Before

Redevelopment Area

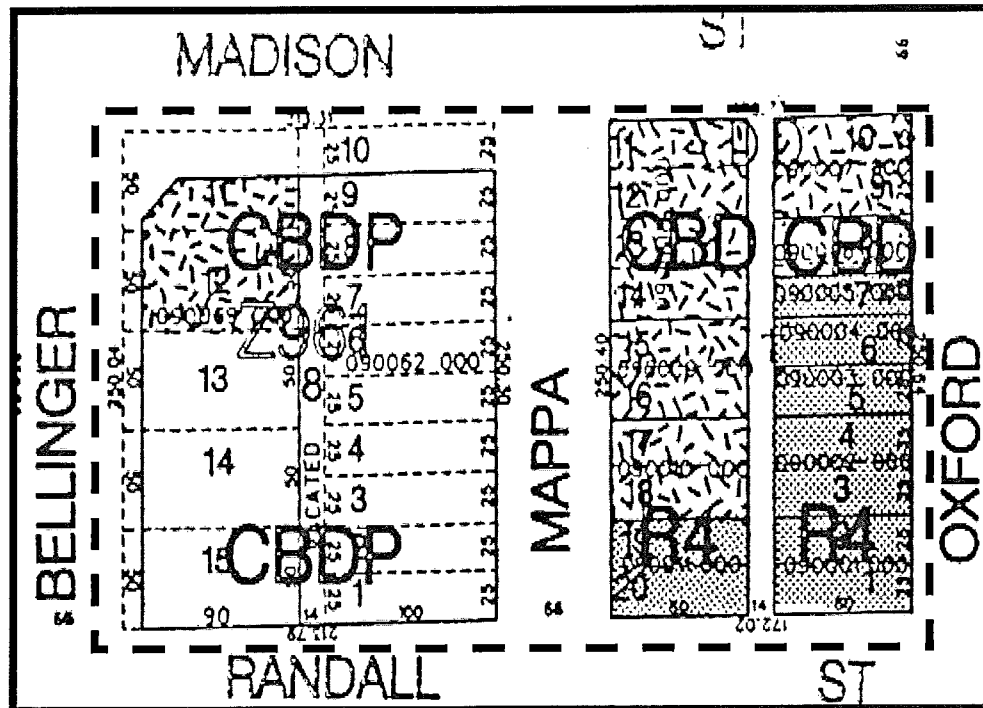
After

- ◆ The current assessed value is \$3,600,000.
- ◆ Acquisition Cost: \$452,000
- ◆ Funding:

EDF	\$320,000
General Fund	<u>132,000</u>
	\$452,000



West Riverside Office Building



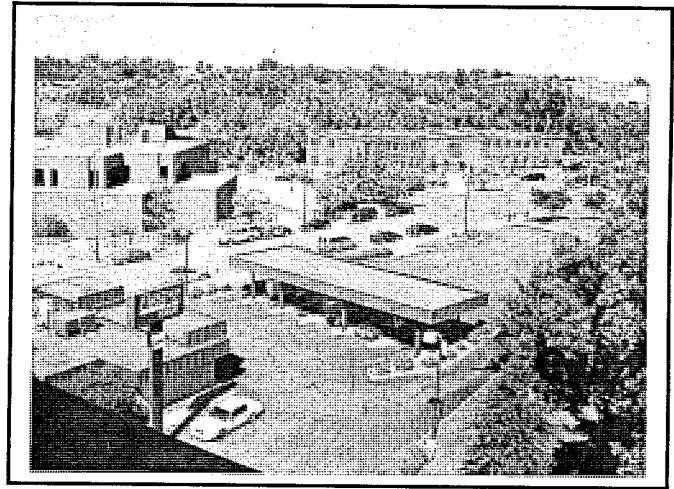
DOWNTOWN BUSINESS DISTRICT

The Downtown Business District was created in 1984 to allow business and property owners in the downtown to develop, manage, and promote downtown Eau Claire and to establish an assessment method to fund these activities.

Programs & Services

To assure a continuing and successful downtown development and promotional effort, the Downtown Business Improvement District has adopted the following goals, which are designed to create a positive image of downtown Eau Claire:

- ◆ Encourage and promote the development and vitality of the downtown.
- ◆ Encourage convenient access to downtown via the interstate highway, state highways, urban arterials and public transit.
- ◆ Promote an efficient system of public and private, on- and off-street parking in the downtown.
- ◆ Ensure that future downtown development achieves a high standard of environmental quality and urban design.
- ◆ Provide and encourage development of entertainment, cultural, and civic activities and facilities in downtown.
- ◆ Encourage appropriate governmental agencies to locate their offices in downtown.
- ◆ Encourage high-density residential development in downtown.
- ◆ Enhance downtown's position as an employment center and work to ensure a proper mix of office, retail, financial, health and professional service.
- ◆ Actively market downtown as an attractive setting and convention site for visitors and convention delegates.



Overview of Revenues and Expenditures

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
Miscellaneous	<u>2,130</u>	<u>3,000</u>	<u>2,200</u>	<u>3,000</u>	<u>700</u>
Total Revenues and Other Financing Sources	<u>57,130</u>	<u>58,000</u>	<u>57,200</u>	<u>58,000</u>	<u>55,700</u>
Expenditures and Other Financing Uses:					
Contractual Services	51,454	32,500	19,072	32,500	23,500
Materials & Supplies	3,572	6,500	1,581	6,500	10,500
Tsf to Downtown Partners	-	25,000	12,500	25,000	25,000
Total Expenditures and Other Financing Uses	<u>55,025</u>	<u>64,000</u>	<u>33,152</u>	<u>64,000</u>	<u>59,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 2,105</u>	<u>\$ (6,000)</u>	<u>\$ 24,048</u>	<u>\$ (6,000)</u>	<u>\$ (3,300)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 22,289	\$ 24,289		\$ 24,394	\$ 18,394
Changes in Available Balances:					
From operations	<u>2,105</u>	<u>(6,000)</u>		<u>(6,000)</u>	<u>(3,300)</u>
Ending Balance	<u>\$ 24,394</u>	<u>\$ 18,289</u>		<u>\$ 18,394</u>	<u>\$ 15,094</u>

Budget Overview

REVENUES

TAXES

A lapsing budget is established each year, funded entirely by special assessments paid by commercial and industrial property owners in the district. The City collects the funds 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.

EXPENDITURES

CONTRACTUAL SERVICES

This account includes costs for auditing, advertising/marketing, activity promotion, street maintenance and funding for Downtown Eau Claire, Inc.

MATERIALS AND SUPPLIES

Included in this account is funding for office supplies, newsletter, lighting maintenance and banner maintenance.

Operation Highlights

The City Council appointed a 15-member board to set policies for the BID and to prepare an annual operating budget for projects and activities in the downtown commercial area. Projects of the Downtown BID include:

- ◆ Support for the Downtown Partners and organizations that facilitate redevelopment and manage downtown activities.
- ◆ Purchase and install the banner program in downtown.
- ◆ Enhance the downtown with flower plantings in the large concrete pots and provide hanging flower baskets.
- ◆ Fund pedestrian amenities such as benches, kiosks, and pedestrian shelters.
- ◆ Vacuum sidewalk in the downtown area and install trash urns.
- ◆ Support the State Regional Arts Center.

The Downtown BID is bounded by Chippewa River on the west, Railroad Street on the north, Emery Street on the south and South Dewey Street on the east.



Barstow Street

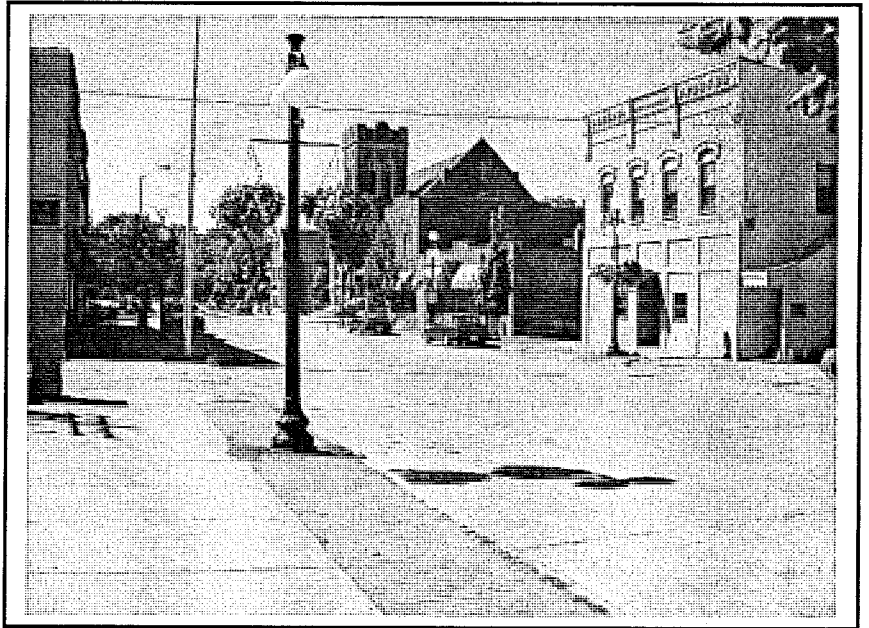
WEST GRAND BUSINESS DISTRICT

The West Grand Avenue Business District was created in 1987 to allow business and property owners in the West Grand Avenue business community to develop, manage, and promote their business district and to establish an assessment method to fund these activities.

Programs & Services

To assure a continuing and successful development and promotional effort, the West Grand Business Improvement District operates under the following goals, which are designed to create a positive image of this area of Eau Claire:

- ◆ Maintain convenient access to West Grand Avenue and First Avenue via existing urban arterials and public transit.
- ◆ Encourage and promote the development and vitality of the district.
- ◆ Promote an efficient system of public and private, on- and off-street parking.
- ◆ Actively market the district as an attractive, desirable place to live, work, shop and be entertained.
- ◆ Ensure that future development achieves a high standard of environmental quality and urban design.
- ◆ Provide and encourage development in the business district.
- ◆ Work in harmony with other business districts and neighborhood associations on the west side.



West Grand Avenue

Overview of Revenues and Expenditures
--

	<u>2001 Actual</u>	<u>2002 Adopted</u>	<u>2002 6-Month Actual</u>	<u>2002 Projection</u>	<u>2003 Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 9,750	\$ 9,800	\$ 9,800	\$ 9,800	\$ 9,800
Miscellaneous	<u>530</u>	<u>500</u>	<u>150</u>	<u>500</u>	<u>100</u>
Total Revenues and Other Financing Sources	<u>10,280</u>	<u>10,300</u>	<u>9,950</u>	<u>10,300</u>	<u>9,900</u>
Expenditures and Other Financing Uses:					
Contractual Services	10,058	9,800	2,412	9,800	9,800
Contributions & Other Payments	<u>-</u>	<u>-</u>	<u>4,045</u>	<u>0</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>10,058</u>	<u>9,800</u>	<u>6,457</u>	<u>9,800</u>	<u>9,800</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 222</u>	<u>\$ 500</u>	<u>\$ 3,493</u>	<u>\$ 500</u>	<u>\$ 100</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 7,241	\$ 7,691		\$ 7,463	\$ 7,963
Changes in Available Balances:					
From operations	<u>222</u>	<u>500</u>		<u>500</u>	<u>100</u>
Ending Balance	<u>\$ 7,463</u>	<u>\$ 8,191</u>		<u>\$ 7,963</u>	<u>\$ 8,063</u>

Budget Overview

REVENUES

TAXES

A lapsing budget is established each year, funded entirely by special assessments paid by commercial property owners in the district. The City collects the funds 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.

EXPENDITURES

CONTRACTUAL SERVICES

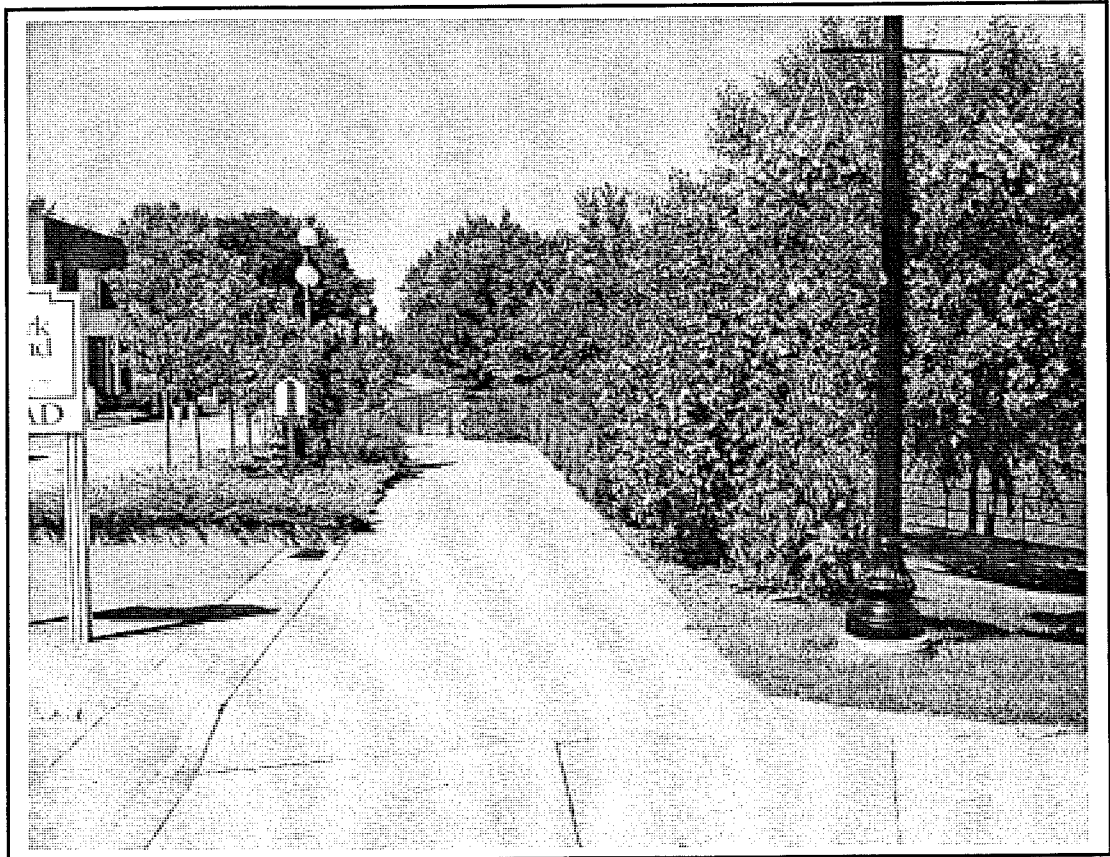
This account includes costs for auditing, repairs, maintenance, snow and ice removal, sidewalk cleaning and weed removal for the district.

Operation Highlights

The City Council appointed a five-member board to set policies for the BID district and to prepare an annual operating budget for projects and activities in the West Grand Avenue commercial area. Past projects of the BID District include:

- ◆ Purchase and installation of pedestrian level lighting within the district and along First Avenue south to Lake Street.
- ◆ Purchase of hanging flower planters and holiday season decorations for the utility poles within the district and First Avenue.
- ◆ Established a zero interest loan program for commercial properties within the district for façade improvements.
- ◆ Support for the annual activities of the Lakeshore Elementary School and Boy Scouts.

The West Grand Avenue BID consists of commercial properties in the 100 block of West Grand Avenue and the adjoining commercial properties in the 700 and 800 blocks of First Avenue.



Bike/Pedestrian Trail along First Avenue

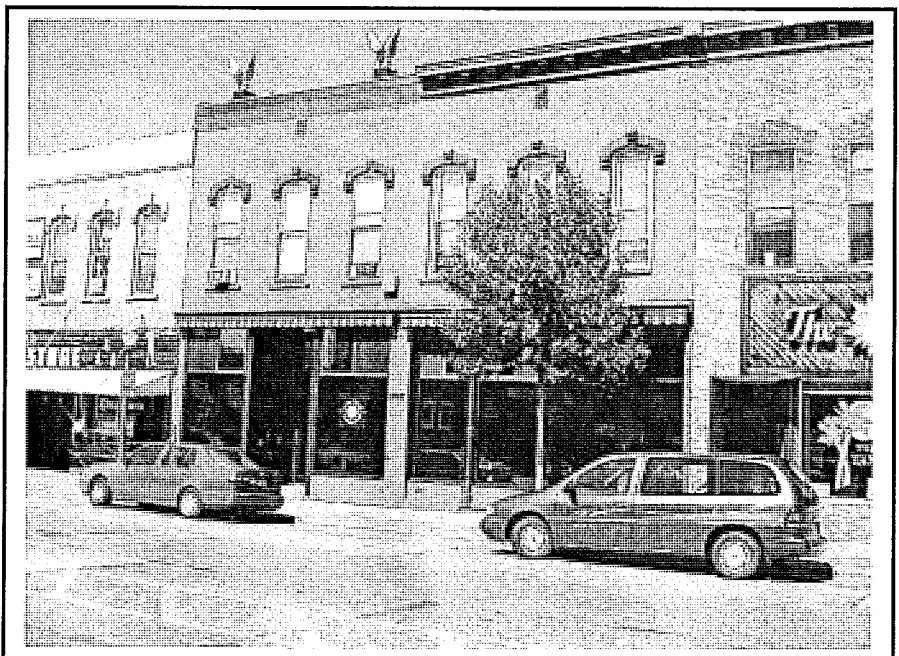
WATER STREET BUSINESS DISTRICT

The Water Street Business District was formed in 1990 to allow business and property owners in the Water Street business community to develop, manage, and promote their business district and to establish an assessment method to fund these activities.

Programs & Services

To assure a continuing and successful development and promotional effort, the Water Street Business Improvement District operates under the following goals:

- ◆ Provide complete neighborhood/community shopping and service area with a pleasant pedestrian atmosphere.
- ◆ Encourage and promote the development and vitality of the district.
- ◆ Promote an efficient system of public and private, on- and off-street parking.
- ◆ Actively market Water Street as an attractive, desirable place to live, work, shop and be entertained.
- ◆ Promote development which achieves a high standard of environmental quality and urban design.
- ◆ Promote improvements to the riverfront and to use this resource to the benefit of both the Water Street District and the community.
- ◆ Promote physical rehabilitation of the district which incorporates elements of its history, contemporary design and environmental aesthetics.
- ◆ Encourage activities and developments which promote Water Street as a destination for visitors.



Water Street

Overview of Revenues and Expenditures
--

	<u>2001</u>		<u>2002</u>		<u>2002</u>		<u>2003</u>
	<u>Actual</u>		<u>Adopted</u>		<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
					<u>Actual</u>		
Operating Budget							
Revenues and Other Financing Sources:							
Taxes	\$ 9,500	\$	9,500	\$	9,500	\$	9,500
Miscellaneous	<u>1,660</u>		<u>1,500</u>		<u>7,020</u>	<u>7,800</u>	<u>400</u>
 Total Revenues and Other Financing Sources	 <u>11,160</u>		 <u>11,000</u>		 <u>16,520</u>	 <u>17,300</u>	 <u>9,900</u>
Expenditures and Other Financing Uses:							
Contractual Services	9,472		7,300		1,237	13,600	7,900
Other Financing Uses	<u>940</u>		<u>2,200</u>		<u>324</u>	<u>2,200</u>	<u>1,600</u>
 Total Expenditures and Other Financing Uses	 <u>10,412</u>		 <u>9,500</u>		 <u>1,561</u>	 <u>15,800</u>	 <u>9,500</u>
 Excess (Deficiency) of Funding Sources Over Uses	 <u>\$ 748</u>	 <u>\$</u>	 <u>1,500</u>	 <u>\$</u>	 <u>14,959</u>	 <u>\$ 1,500</u>	 <u>\$ 400</u>
 Working Capital/Available Fund Balance							
Beginning Balance	\$ 32,781	\$	34,281		\$ 33,529	\$	35,029
Changes in Available Balances:							
From operations	<u>748</u>		<u>1,500</u>		<u>1,500</u>		<u>400</u>
Ending Balance	<u>\$ 33,529</u>	<u>\$</u>	<u>35,781</u>		<u>\$ 35,029</u>	<u>\$</u>	<u>35,429</u>

Budget Overview

REVENUES

TAXES

A lapsing budget is established each year, funded entirely by special assessments paid by commercial property owners in the district. The City collects the funds 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.

EXPENDITURES

CONTRACTUAL SERVICES

This account includes costs for auditing, rent and repairs to the Community Police building, maintenance and promotions.

MATERIALS AND SUPPLIES

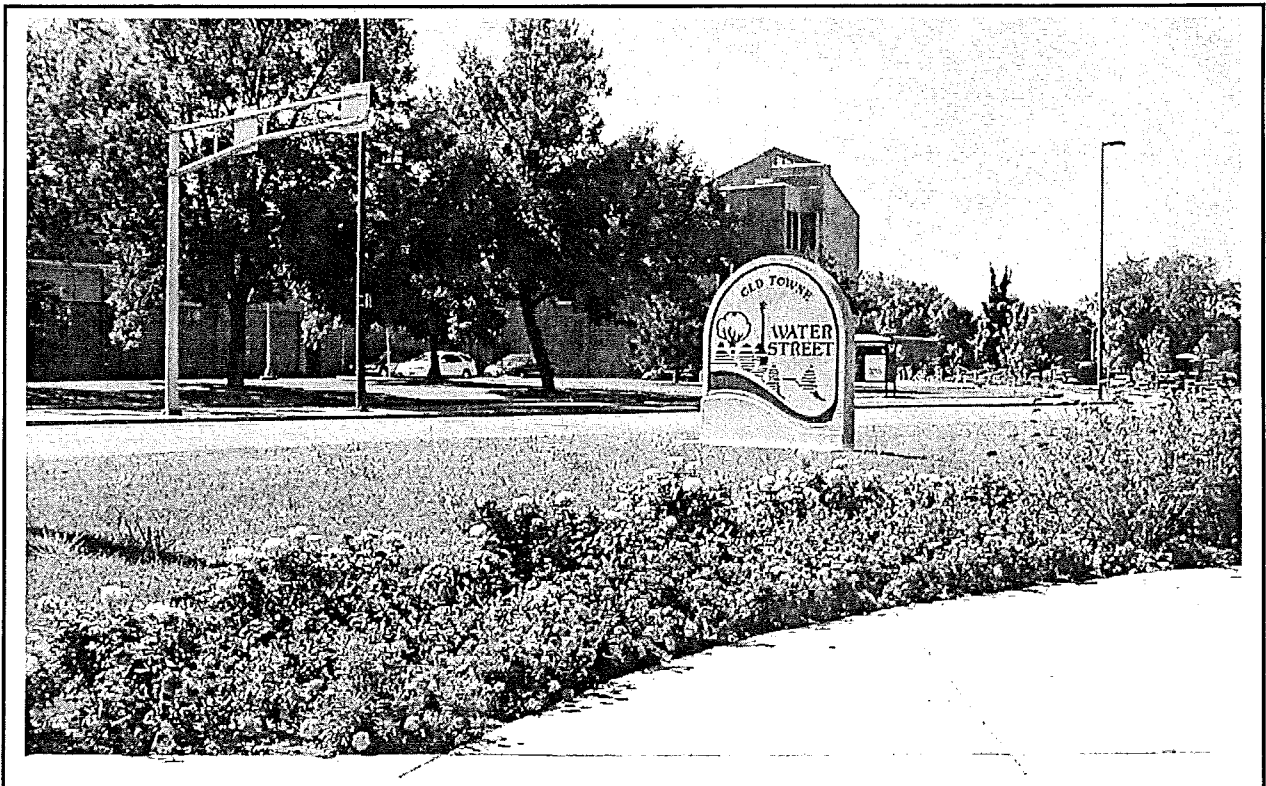
Included in this account are funds for office supplies and fixtures for the district.

Operation Highlights

The City Council appointed an eleven-member board to set policies for the BID district and to prepare an annual operating budget for projects and activities in the Water Street commercial area. Past projects of the Water Street BID include:

- ◆ Purchase and installation of a monument sign on the corner of Water Street and First Avenue.
- ◆ A second monument sign was installed at the west end of Water Street at Tenth Avenue.
- ◆ Purchase and maintain large ceramic trash containers distributed along Water Street.
- ◆ Established a maintenance budget for trash removal and other repair costs throughout the year.
- ◆ Support to the Water Street Merchants Association for activities such as the annual Doll and Pet parade, street festivals and Christmas promotions.
- ◆ Street decorations during the holiday season and other promotions.
- ◆ Funding for the rental of the neighborhood police facility located on Water Street.

The Water Street BID consists of commercial properties between First Avenue and Tenth Avenue from Water Street to the Chippewa River.



Old Towne Water Street sign at the corner of Water Street and First Avenue