

Program of Services

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Budget Detail

City of Eau Claire
Wisconsin

2001 Program of Services

Budget Detail

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General Fund

REVENUE DETAIL

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
<u>TAXES</u>					
Real & personal property	\$ 13,179,614	\$14,296,400	\$7,539,057	\$14,296,400	\$15,750,800
Allowance for delinquent taxes	0	(200,000)	0	(200,000)	(253,000)
Special assessments	542,308	420,000	409,914	515,000	340,000
Payment in lieu of taxes	1,168,796	1,155,400	250,490	1,253,000	1,332,100
Other	213,838	305,000	156,180	305,300	302,000
Total taxes	15,104,556	15,976,800	8,355,641	16,169,700	17,471,900
<u>INTERGOVERNMENTAL REVENUES</u>					
Federal aid	615,452	190,000	182,435	238,600	0
State shared tax	9,230,316	8,827,300	0	8,827,300	8,375,600
State expenditure restraint program	517,813	724,600	0	724,600	754,700
State aids-streets	2,304,989	2,548,700	1,273,602	2,547,200	2,547,200
State aids-police, fire	585,106	623,300	627,745	627,900	635,000
Other	256,968	390,300	236,102	592,100	415,000
Total intergovernmental revenues	13,510,645	13,304,200	2,319,883	13,557,700	12,727,500
<u>LICENSES & PERMITS</u>					
Liquor & malt beverages	58,314	57,000	50,835	57,000	57,000
Television franchise	393,245	400,000	467,260	813,200	415,000
PEG Fees	0	0	0	102,000	153,000
Building permits	203,753	170,000	152,139	220,000	180,000
Construction permits	144,682	120,000	81,532	135,000	120,000
Occupational licenses	68,575	64,700	51,215	65,500	64,500
Other	112,844	106,800	63,043	106,800	106,800
Total licenses and permits	981,412	918,500	866,024	1,499,500	1,096,300
<u>FINES & FORFEITS</u>					
Court penalties and costs	276,352	225,000	155,658	250,000	250,000
Parking violations	243,349	200,000	123,439	200,000	200,000
Other	3,683	3,000	2,330	3,000	3,000
Total fines & forfeits	523,384	428,000	281,427	453,000	453,000
<u>CHARGES FOR SERVICES</u>					
Police department fees	29,174	35,000	18,433	35,000	35,000
Ambulance service	652,979	675,000	159,144	650,000	600,000
Repairs to streets	12,745	10,000	1,756	10,000	10,000
Municipal softball	50,059	45,000	41,363	45,000	45,000
Instructional & athletic activity fees	176,618	157,100	80,689	157,100	158,500
Other	100,391	66,900	61,664	86,900	66,900
Total charges for services	\$ 1,021,967	\$ 989,000	\$ 363,049	\$ 984,000	\$ 915,400

REVENUE DETAIL

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
<u>CHARGES FOR SERVICES- INTERGOVERNMENTAL</u>					
Accounting services	14,123	15,000	16,758	10,200	10,500
Police liaison	84,700	85,500	42,620	85,500	88,100
Communication center	767,910	874,500	475,486	874,500	906,800
Haz Mat "B" contract	34,000	34,000	0	34,000	34,000
Storm Water Mgmt service charge	213,499	252,300	125,898	252,300	265,000
Sewer Utility service charge	301,834	299,500	149,766	299,500	314,800
Water Utility service charge	398,864	401,300	200,628	401,300	421,000
Public Transit utility service charge	0	0	0	0	36,100
Service charge - other	5,564	32,100	3,156	32,100	7,200
Total charges for services- intergovernmental	<u>1,820,494</u>	<u>1,994,200</u>	<u>1,014,312</u>	<u>1,989,400</u>	<u>2,083,500</u>
<u>MISCELLANEOUS</u>					
Interest:					
Investments	1,014,392	1,000,200	520,682	1,000,200	1,000,000
Advance to other funds	609,652	585,000	0	585,000	558,400
Notes receivable	1,574	3,300	1,914	3,300	2,600
Special assessments	96,769	60,000	55,556	60,000	35,000
Rental	68,054	70,000	18,475	67,000	60,000
Other	43,417	13,500	14,445	18,100	8,000
Total miscellaneous	<u>1,833,858</u>	<u>1,732,000</u>	<u>611,072</u>	<u>1,733,600</u>	<u>1,664,000</u>
Total revenues	<u>34,796,316</u>	<u>35,342,700</u>	<u>13,811,408</u>	<u>36,386,900</u>	<u>36,411,600</u>
<u>OTHER FINANCING SOURCES</u>					
Transfer from other funds	125,709	146,400	27,527	154,200	128,000
Sale of capital assets	42,548	19,000	82,569	232,600	10,000
Total other financing sources	<u>168,256</u>	<u>165,400</u>	<u>110,096</u>	<u>386,800</u>	<u>138,000</u>
Total revenues and other financing sources	<u>34,964,572</u>	<u>35,508,100</u>	<u>13,921,503</u>	<u>36,773,700</u>	<u>36,549,600</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 89.8% of the equalized (market) value for 2000.

The 2001 property tax rate for city purposes is 6.658 mills, compared to the 2000 rate of 6.286 mills. The tax levy will increase by \$1,454,400 or 10.2% to \$15,750,800.

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.

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 to increase by 6.3% in 2001 for a total \$1,332,100. The increase is primarily due to plant improvements in the Water Utility.

Other Taxes include delinquent personal property tax and mobile home fees. Other taxes comprise less than .2% of the total taxes collected.

INTERGOVERNMENTAL REVENUE

State Shared Revenue makes up 66% of intergovernmental revenue, and 23% 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 which takes into effect the community's tax effort, the equalized value of the property in the community and the population. Since 1996, State Shared Revenue has been decreasing by 5% per year. This trend is expected to continue.

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 remain at approximately \$2.54 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 revenue estimate for 2001 is \$85,000.

Computer Tax Reimbursement offsets the effect of the State's exemption of computers and other technology equipment from the personal property tax rolls. The 2001 payment is projected at \$190,000.

Other Intergovernmental Revenues consist primarily of State Aid for the Expenditure Restraint Program which 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. 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 30 days following the end of each calendar quarter. The 2000 franchise payment reflects a one-time collection of two years' fees in one year due to the change in contract terms.

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, has appropriated these funds to the Public Access Center. PEG revenue is estimated at \$153,000 in 2001.

Other Revenues in this classification include construction and building permits, cigarette, food, beverage, and occupational licenses. A change in state statutes enabled the City to increase the cigarette license fee from \$5 to \$100. Estimated 2001 revenue from cigarette licenses is \$14,700.

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.

Parking Violation revenue is determined by the number of parking spaces available, enforcement effort, and follow-up collection of each ticket issued.

CHARGES FOR SERVICES

Ambulance Service charges, which are 65% of the revenue in this category, result from emergency medical service provided by the Fire department. This revenue source is projected to decrease to \$600,000 due to new Medicare/Medicaid acceptance rules.

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-INTERGOVERNMENTAL

Utility Service Charges are revenues paid to the General Fund by enterprise funds for general management, financial, engineering, and legal services. These fees total \$1,036,900 in 2001 and will increase based on annual wages increases.

Communication Center Reimbursements provide 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.

MISCELLANEOUS

Interest on Investments has been projected using an estimated rate of 5%, based on an average invested balance of between \$45 to \$65 million.

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. Several repayment plans are available, but most special assessments are repaid over a period of 10 years. The majority of this interest is collected by the County and remitted to the City in the February tax settlement. 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.

EXPENDITURES

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

	<u>1999</u> <u>Actual</u>	<u>2000</u> <u>Adopted</u>	<u>2000</u> <u>6 Month</u> <u>Actual</u>	<u>2000</u> <u>Estimated</u>	<u>2001</u> <u>Budget</u>
CITY COUNCIL	\$ 127,535	\$ 141,400	\$ 71,316	\$ 141,900	\$ 136,600
ADMINISTRATIVE SERVICES					
Administrative Services	328,187	348,000	152,372	348,000	358,400
Information Services	473,878	536,800	249,034	536,800	554,500
Total Administrative Ser.	802,065	884,800	401,407	884,800	912,900
CITY ATTORNEY	359,493	360,400	176,812	384,400	357,700
FINANCE					
Administration	217,415	227,500	102,785	227,500	238,800
Accounting Services	462,802	506,000	246,020	506,000	524,900
Assessing	422,480	455,000	218,708	462,000	487,300
Customer Services	548,948	737,300	326,094	737,300	731,700
Total Finance	1,651,645	1,925,800	893,607	1,932,800	1,982,700
HUMAN RESOURCES					
Personnel Administration	383,028	398,900	178,518	398,900	433,800
Purchasing	208,360	221,500	103,319	221,500	219,200
Total Human Resources	591,388	620,400	281,837	620,400	653,000
COMMUNITY DEVELOPMENT					
Planning & Development	371,882	398,800	198,147	411,200	454,000
Inspections	522,623	560,200	253,977	560,200	582,800
Total Community Dev.	894,505	959,000	452,124	971,400	1,036,800

EXPENDITURES

	1999 <u>Actual</u>	2000 <u>Adopted</u>	2000 6 Month <u>Actual</u>	2000 <u>Estimated</u>	2001 <u>Budget</u>
PUBLIC WORKS					
Administration	247,376	269,200	126,142	272,200	286,500
Operations	4,660,279	5,279,500	2,347,889	5,287,300	5,420,800
Engineering	1,241,812	1,350,300	614,181	1,365,300	1,389,200
Total Public Works	<u>6,149,467</u>	<u>6,899,000</u>	<u>3,088,212</u>	<u>6,924,800</u>	<u>7,096,500</u>
PARKS					
Administration	249,298	276,400	122,001	276,400	294,600
Park Maintenance	1,922,837	2,082,600	910,124	2,082,600	2,131,500
Forestry	376,715	391,100	154,090	391,100	410,200
Recreation	680,437	772,800	290,371	772,800	838,300
Total Parks & Recreation	<u>3,229,286</u>	<u>3,522,900</u>	<u>1,476,586</u>	<u>3,522,900</u>	<u>3,674,600</u>
POLICE					
Administration	471,008	472,500	208,378	455,500	509,500
Administrative Services	903,842	1,051,300	518,745	1,064,000	1,149,000
Patrol Division	5,478,490	5,466,800	2,485,068	5,723,200	5,641,700
Detective Division	1,362,341	1,426,600	653,923	1,426,600	1,484,600
Communication Center	1,040,562	1,087,700	463,054	1,087,700	1,132,500
Total Police	<u>9,256,244</u>	<u>9,504,900</u>	<u>4,329,168</u>	<u>9,757,000</u>	<u>9,917,300</u>
FIRE					
Administration	450,039	496,400	207,729	496,400	509,500
Operations	5,885,859	6,129,800	2,808,008	6,134,800	6,334,100
Inspection	292,195	291,500	122,719	291,500	299,900
Total Fire	<u>6,628,093</u>	<u>6,917,700</u>	<u>3,138,457</u>	<u>6,922,700</u>	<u>7,143,500</u>
NON-DEPARTMENTAL	<u>5,788,932</u>	<u>6,522,100</u>	<u>545,435</u>	<u>6,565,600</u>	<u>7,090,800</u>
TOTAL GENERAL FUND	<u>\$ 35,478,652</u>	<u>\$ 38,258,400</u>	<u>\$ 14,854,961</u>	<u>\$ 38,628,700</u>	<u>\$ 40,002,400</u>

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CITY COUNCIL



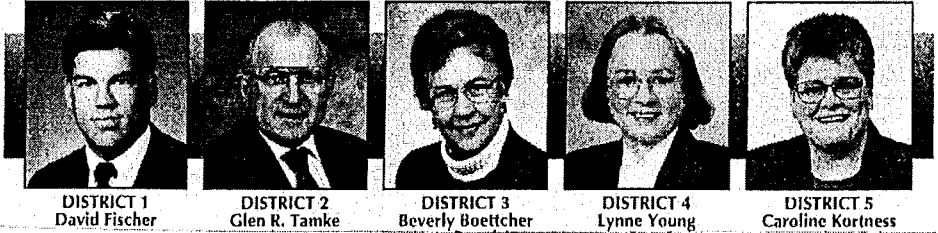
COUNCIL PRESIDENT
William D. Nielsen

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.

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.

COUNCIL MEMBERS BY DISTRICT



COUNCIL MEMBERS AT LARGE



<h2>Overview of Revenues and Expenditures</h2>
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	1999 Actual	2000 Adopted Budget	2001 Proposed Budget	%
				Change
Revenues				
Gen. Purpose (tax) Rev.	<u>127,535</u>	<u>141,400</u>	<u>136,600</u>	-3%
Total Revenues	\$ <u><u>127,535</u></u>	\$ <u><u>141,400</u></u>	\$ <u><u>136,600</u></u>	-3%
Expenditures				
Personal Services	\$ 42,695	\$ 47,700	\$ 44,900	-6%
Contractual Services	82,944	91,800	89,400	-3%
Utilities	175	200	200	0%
Fixed Charges	400	400	400	0%
Materials & Supplies	<u>1,321</u>	<u>1,300</u>	<u>1,700</u>	31%
Total Expenditures	\$ <u><u>127,535</u></u>	\$ <u><u>141,400</u></u>	\$ <u><u>136,600</u></u>	-3%

<h2>Staffing</h2>

	City Council		
	1999	2000	2001
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><u>11.00</u></u>	<u><u>11.00</u></u>	<u><u>11.00</u></u>

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

ADMINISTRATION

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

The City of Eau Claire Administration includes:

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



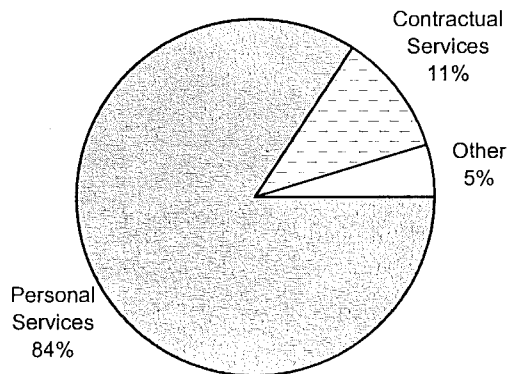
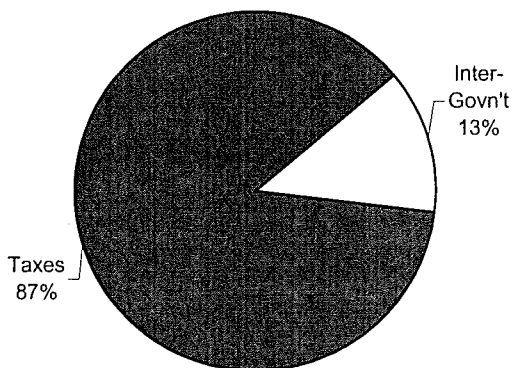
City Hall is located at 203 South Farwell Street

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

	1999 <u>Actual</u>	2000 Adopted <u>Budget</u>	2001 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Intragovernmental Service	\$ 102,289	\$ 112,412	\$ 119,632	6%
Gen. Purpose (tax) Rev.	<u>699,776</u>	<u>772,388</u>	<u>793,268</u>	3%
Total Revenues	\$ <u>802,065</u>	\$ <u>884,800</u>	\$ <u>912,900</u>	3%
Expenditures				
Personal Services	\$ 699,373	\$ 746,100	\$ 769,200	3%
Contractual Services	64,031	95,900	100,400	5%
Utilities	5,756	6,500	6,600	2%
Fixed Charges	3,300	3,300	3,300	0%
Materials & Supplies	24,495	27,000	29,400	9%
Capital Outlay	<u>5,270</u>	<u>6,000</u>	<u>4,000</u>	-33%
Total Expenditures	\$ <u>802,065</u>	\$ <u>884,800</u>	\$ <u>912,900</u>	3%



Budget Overview

EXPENDITURES**PERSONAL SERVICES**

Included in Administrative Services are salary expenses for the City Manager, City Clerk and Information Services.

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 insure the IS personnel are adequately trained on Oracle, Novell, GroupWise, Cisco and Visual Basic programming. Additional training will also be required in the area of e-commerce and disaster recovery.

MATERIALS & SUPPLIES / EQUIPMENT AND CAPITAL PURCHASES

Equipment for Information Services includes a fax machine, CD writers for storing information to CD-ROM format, uninterrupted power sources, and a digital camera for web site development. Capital purchases include tape backup autoloaders and a replacement network card for the Hewlett Packard 3000/918.

Expenditures by Division

Administrative Services

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 291,442	\$ 299,700	\$ 135,571	\$ 299,700	\$ 310,100
Contractual Services	22,140	29,400	7,894	29,400	29,400
Utilities	1,786	2,000	824	2,000	2,100
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	<u>11,419</u>	<u>15,500</u>	<u>7,383</u>	<u>15,500</u>	<u>15,400</u>
Total Expenditures	<u>\$ 328,187</u>	<u>\$ 348,000</u>	<u>\$ 152,372</u>	<u>\$ 348,000</u>	<u>\$ 358,400</u>

Information Services

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 407,781	\$ 446,400	\$ 210,916	\$ 446,400	\$ 459,100
Contractual Services	41,881	66,500	28,758	66,500	71,000
Utilities	3,970	4,500	1,038	4,500	4,500
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	13,076	11,500	7,373	11,500	14,000
Capital Outlay	<u>5,270</u>	<u>6,000</u>	<u>-</u>	<u>6,000</u>	<u>4,000</u>
Total Expenditures	<u>\$ 473,878</u>	<u>\$ 536,800</u>	<u>\$ 249,034</u>	<u>\$ 536,800</u>	<u>\$ 554,500</u>

Staffing

Administrative Services

	1999	2000	2001
City Manager	1.00	1.00	1.00
Executive Assistant/Secretary	1.00	-	-
Executive Assistant	-	1.00	1.00
City Clerk/Record Services Coordinator	1.00	1.00	1.00
Secretary	1.00	-	-
Administrative Secretary	-	1.00	1.00
	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total FTE Positions	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

Information Services

	1999	2000	2001
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>8.00</u>	<u>8.00</u>	<u>8.00</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.

Administrative Services 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

- ◆ General administration & management of all City operations
- ◆ Administrative support for City Council
- ◆ Conduct Council candidate orientation
- ◆ Coordinate and set up City Council meeting and travel arrangements
- ◆ Respond to citizen inquiries and provide public information about City services
- ◆ Repository for all official City records
- ◆ Supervise elections
- ◆ Prepare and distribute City Council meeting materials
- ◆ Information management for City Boards, Commissions and Committees
- ◆ Communicate with the public in person, by telephone, fax, or web site
- ◆ Coordinate publication of City Council agendas and ordinances
- ◆ Record minutes for all Council meetings
- ◆ Prepare and distribute public notices in compliance with Open Meetings Law
- ◆ Prepare and distribute news releases/news media notifications
- ◆ Prepare "Community News" Newsletter
- ◆ Prepare Employee Newsletter
- ◆ Conduct City Government programs and tours for schools



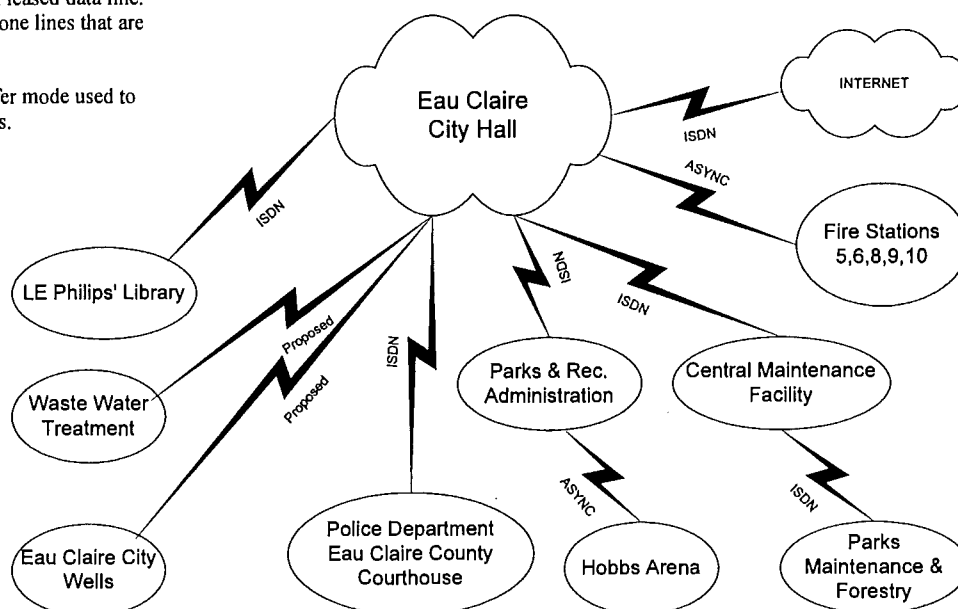
Grade School tour of City Hall

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 the mainframe and desktop computer operations. Information Services provides assistance to all City Departments and is responsible for establishing and maintaining the City's information technology network.

Note: ISDN is a 128 K leased data line. These are digital telephone lines that are measured in kilobytes.

ASYNC is a data transfer mode used to connect dial up modems.



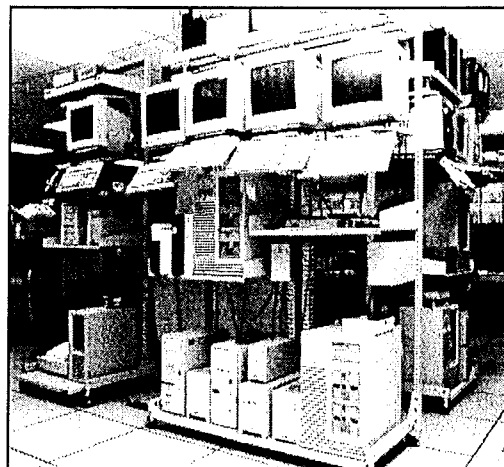
Activities

- ◆ Provide Personal Computer (PC) network support and direction to over 300 users.
- ◆ Provide system support for installation of networks.
- ◆ Provide assistance to departments in all areas of technology.
- ◆ 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.
- ◆ Convert mainframe systems to run on personal computers
- ◆ Continue support of mainframe systems

Equipment

Information Services maintains the following equipment that allow City departments to perform their job functions, share information and communicate with State and Federal Government Agencies:

- ◆ 16 Servers
- ◆ 1 Hewlett Packard 3000 Mainframe Computer
- ◆ 300 Personal Computers
- ◆ 8 Routers
- ◆ 29 HUBs & Switches (connect file servers, personal computers, and printers together on the network)
- ◆ 31 Printer Servers
- ◆ 17 Uninterrupted Power Supplies
- ◆ 7 miles of network cable to connect PCs to the network inside city buildings
- ◆ 3 miles of serial cable for mainframe connections



Computer Room

Future Outlook

- ◆ The City is projected to experience an annual loss in State Shared Revenue for the next five years and will need to find alternative revenue sources, reduce services or increase taxes.
- ◆ The limiting nature of the Expenditure Restraint Program may make it difficult to fund operations and transfer funds for capital projects and may cause the City to shift more of its capital costs from the operating budget to debt financing.
- ◆ Community growth will continue to put increased pressure on existing City service levels. Maintenance operations in both the Public Works and Parks and Recreation operations will require additional staff. We will continue to see increased pressure to add public safety personnel in Police, Fire, Emergency Medical Services and Telecommunications. Technical support in all areas will also need to be increased or we will begin to see declines or deficiencies in our support services for City operations.

- ◆ An update of the City's Subdivision Code is scheduled to begin in 2001 to provide quality development standards in the residential, commercial and industrial areas. The subdivision code update will likely be controversial and take a considerable amount of staff time to work through the issues and concerns that will be brought forward by various interest groups. This update will be followed with an in-depth analysis of the Comprehensive Plan, which will begin in 2003. The plan includes recommendations for land use, transportation, parks, economic development and community image elements. A consultant will be hired to rewrite the text and update project maps.
- ◆ Building a sound transportation system will continue to be the focus of the capital improvement program. On an average, over \$40 million will be invested over the next five years to upgrade the street system and install utilities.
- ◆ In order to keep abreast of technology, we are in the beginning stages of developing a strategy for a high-speed, dependable telecommunication system to connect City, County, and educational facilities with high-speed data connections. One method may be the construction of a dedicated fiber optic cable system.
- ◆ Downtown revitalization will continue to be a priority. The catalyst for this redevelopment may be the City's willingness to acquire sites and provide infrastructure improvements in the downtown area in the nature of parks, pedestrian trails, street improvements, parking, lighting and other amenities.
- ◆ The City will continue its aggressive role in economic development by partnering with the County, the Industrial Development Corporation, Gateway and Excel Energy to provide financial incentives to non-commercial development projects that provide quality jobs within the community.
- ◆ More emphasis will be placed on neighborhood organization development. The 2001 budget includes funding for a Neighborhood Resources Coordinator, neighborhood association support and a matching grant program.
- ◆ Over the past five years, the City has acquired a substantial amount of unimproved land adjacent to our waterway that is being held for future community parks. A long-range timeline for the development of this land will be established.
- ◆ With the continued growth in the city population and service area, we need to plan for modifications and additions to City facilities. Currently under consideration is a Public Safety Facility that would combine the City Police Department with the County Sheriff's office and the Central Fire Station. Also under consideration is the addition of a new fire station in the Northeast part of the City.

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
Ted Fischer*



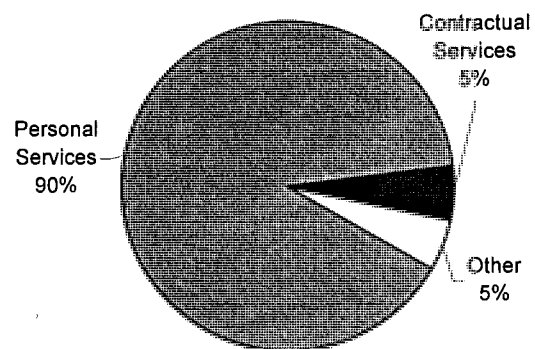
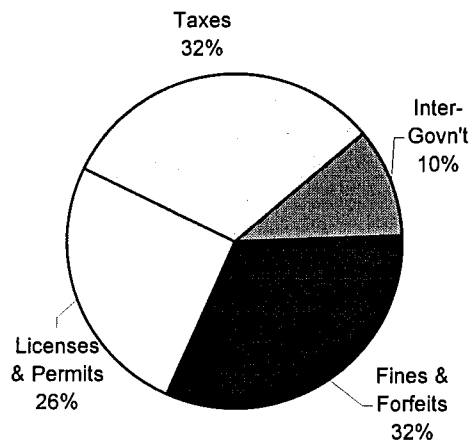
Programs & Services

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
- ◆ Drafting legal documents
- ◆ Drafting legislation for the City Council and other City entities
- ◆ Processing over 2,000 municipal ordinance violations per year
- ◆ Reviewing personnel and labor grievance matters
- ◆ Responding to over 5,000 citizen contacts annually
- ◆ Serving as counsel to the library, health and housing boards, housing authority, and redevelopment authority
- ◆ Maintaining and bringing up to date the city code of ordinances

Overview of Revenues and Expenditures

	1999 <u>Actual</u>	2000 <u>Adopted Budget</u>	2001 <u>Proposed Budget</u>	%
				<u>Change</u>
Revenues				
Licenses & Permits	\$ 95,364	\$ 91,750	\$ 91,650	0%
Fines & Forfeits	133,609	109,250	115,500	6%
Intergovernmental Service	31,696	35,139	37,490	7%
Gen. Purpose (tax) Rev.	98,824	124,261	113,060	-9%
Total Revenues	\$ 359,493	\$ 360,400	\$ 357,700	-1%
Expenditures				
Personal Services	\$ 306,577	\$ 325,100	\$ 321,000	-1%
Contractual Services	32,429	18,200	19,200	5%
Utilities	1,097	800	1,100	38%
Fixed Charges	1,400	1,400	1,400	0%
Materials & Supplies	17,989	14,900	15,000	1%
Capital Outlay	0	0	0	
Total Expenditures	\$ 359,493	\$ 360,400	\$ 357,700	-1%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The resignation of a senior staff person has resulted in salary cost savings.

CONTRACTUAL SERVICES

This category covers such expenses as postage, computer service charges, witness fees and outside legal and professional services. The increase in this category reflects the allocation of costs for the lease of computer software.

UTILITIES

This line item was increased by \$300 to reflect the actual telephone charges.

MATERIALS & SUPPLIES

The major expenditure in this category is the purchase of legal books, periodicals, on-line reference services and reference materials.

Expenditures by Division

City Attorney

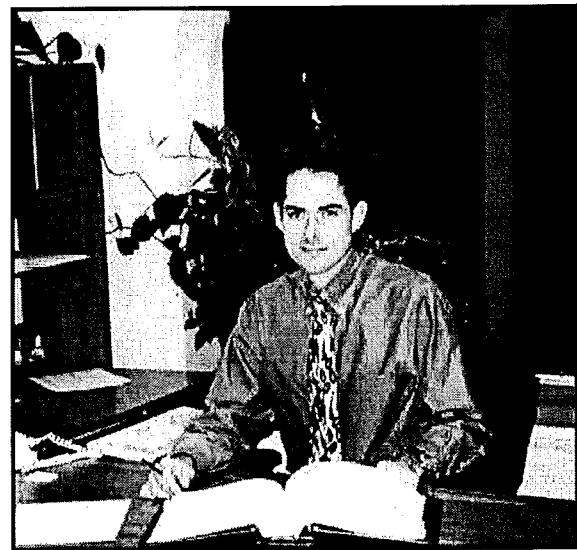
	1999	2000	2000	2000	2001
	<u>Actual</u>	<u>Adopted</u>	<u>6 Month Actual</u>	<u>Estimated</u>	<u>Budget</u>
Personal Services	\$ 306,577	\$ 325,100	\$ 138,212	\$ 325,100	\$ 321,000
Contractual Services	32,429	18,200	30,570	42,200	19,200
Utilities	1,097	800	545	800	1,100
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	<u>17,989</u>	<u>14,900</u>	<u>6,786</u>	<u>14,900</u>	<u>15,000</u>
 Total Expenditures	 \$ <u>359,493</u>	 \$ <u>360,400</u>	 \$ <u>176,812</u>	 \$ <u>384,400</u>	 \$ <u>357,700</u>

Staffing

City Attorney

	1999	2000	2001
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
Total FTE Positions	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

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



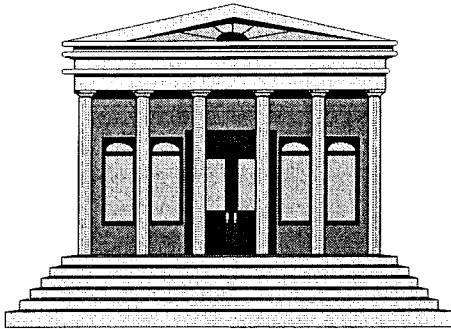
Assistant City Attorneys Jeff Hansen (left) and Steve Nick (right)

Future Outlook

- ◆ Town/City relations, including annexations, boundary agreements, etc.
- ◆ Growth related issues, including extension of utilities, urban sprawl, subdivision control, etc.
- ◆ Extraterritorial authority, including subdivisions, official map, zoning
- ◆ Tax exemption matters

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:

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

Programs & Services

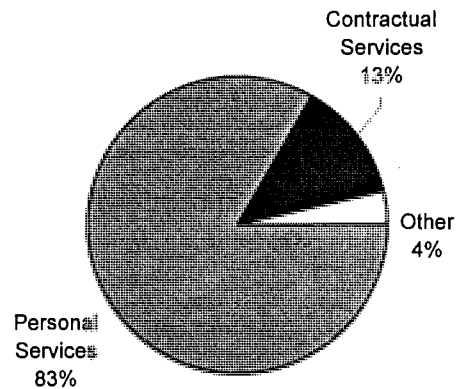
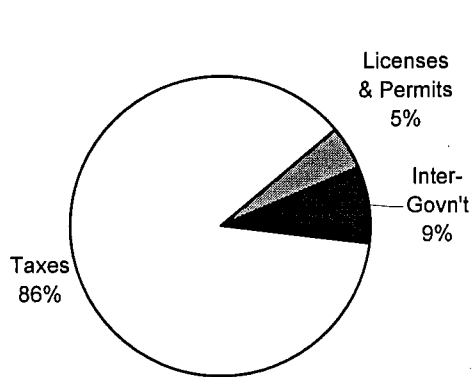
- ◆ Annual operating budget
- ◆ Capital Improvement Plan
- ◆ Annual audit
- ◆ Financial reporting
- ◆ Administer grants & contracts
- ◆ Administer debt service
- ◆ Accounts receivable
- ◆ Accounts payable
- ◆ Payroll
- ◆ Maintain real and personal property records
- ◆ Perform property assessments
- ◆ 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

	1999 <u>Actual</u>	2000 <u>Adopted Budget</u>	2001 <u>Proposed Budget</u>	%
				<u>Change</u>
Revenues				
Licenses & Permits	\$ 95,364	\$ 91,750	\$ 91,650	0%
Charges for Services	1,500	0	0	
Intergovernmental Service	151,442	164,503	168,908	3%
Gen. Purpose (tax) Rev.	<u>1,403,339</u>	<u>1,669,547</u>	<u>1,722,142</u>	3%
Total Revenues	<u>\$ 1,651,645</u>	<u>\$ 1,925,800</u>	<u>\$ 1,982,700</u>	3%
Expenditures				
Personal Services	\$ 1,442,577	\$ 1,620,400	\$ 1,654,900	2%
Contractual Services	145,162	233,200	255,900	10%
Utilities	7,299	8,800	8,700	-1%
Fixed Charges	13,154	13,400	13,400	0%
Materials & Supplies	42,197	50,000	49,800	0%
Capital Outlay	<u>1,257</u>	<u>0</u>	<u>0</u>	
Total Expenditures	<u>\$ 1,651,645</u>	<u>\$ 1,925,800</u>	<u>\$ 1,982,700</u>	3%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The 2001 budget includes additional hours for a part-time Account Clerk I position in Accounting to make the position full time. The additional hours are needed to meet the workload requirements generated by the increasing number of bond issues, new TIF districts, and the installation of the new payroll and financial systems. The issuance of GASB 34 will significantly increase the time needed for recording fixed asset information. The cost of this addition has been offset by the elimination of a temporary Account Clerk position. Temporary wages for election poll workers were reduced by \$20,000 because 2001 is not a presidential election year.

CONTRACTUAL SERVICES

This category covers such expenses as printing, postage, computer service charges, and training. This program was increased in 2001 to cover the new audit contract that includes the publishing of the Comprehensive Annual Financial Report (CAFR).

One-time funding in the amount of \$13,500 has been added to the election budget to cover the cost of recomputing district boundaries, which is required after the completion of the national census. Additional one-time funding has been added to Assessing to cover the cost of the 2001 reassessment expenses which include printing and mailing.

FIXED CHARGES

Included in fixed charges is the department's share of the City's self-insurance program. These costs are projected to remain constant.

Expenditures by Division

Administration

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 204,387	\$ 214,500	\$ 96,070	\$ 214,500	\$ 222,300
Contractual Services	3,038	4,500	1,999	4,500	7,600
Utilities	816	900	550	900	900
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	8,174	6,600	2,717	5,600	7,000
Capital Outlay	-	-	949	1,000	-
Total Expenditures	\$ <u>217,415</u>	\$ <u>227,500</u>	\$ <u>102,785</u>	\$ <u>227,500</u>	\$ <u>238,800</u>

Accounting Services

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 406,348	\$ 415,100	\$ 192,299	\$ 415,100	\$ 444,200
Contractual Services	40,650	67,600	43,288	67,600	64,400
Utilities	2,318	3,000	1,337	3,000	2,500
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	11,686	18,500	8,196	18,500	12,000
Total Expenditures	\$ <u>462,802</u>	\$ <u>506,000</u>	\$ <u>246,020</u>	\$ <u>506,000</u>	\$ <u>524,900</u>

Assessing

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 391,140	\$ 414,100	\$ 200,417	\$ 414,100	\$ 434,000
Contractual Services	14,562	20,500	10,990	27,500	30,900
Utilities	1,614	1,700	794	1,700	2,000
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	7,364	10,900	2,607	10,900	12,600
Total Expenditures	\$ <u>422,480</u>	\$ <u>455,000</u>	\$ <u>218,708</u>	\$ <u>462,000</u>	\$ <u>487,300</u>

Expenditures by Division

Customer Services

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 440,702	\$ 576,700	\$ 255,983	\$ 576,700	\$ 554,400
Contractual Services	86,912	140,600	60,538	139,600	153,000
Utilities	2,551	3,200	1,253	3,200	3,300
Fixed Charges	2,554	2,800	1,400	2,800	2,800
Materials & Supplies	14,973	14,000	4,939	13,000	18,200
Capital Outlay	1,257	-	1,982	2,000	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures	\$ <u>548,948</u>	\$ <u>737,300</u>	\$ <u>326,094</u>	\$ <u>737,300</u>	\$ <u>731,700</u>

Staffing

Finance Administration

	1999	2000	2001
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
	<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>

Accounting Services

	1999	2000	2001
Manager of Accounting Services	1.00	1.00	1.00
Accountant Analyst	1.00	1.00	1.00
Accountant I	1.00	1.00	1.00
Account Clerk II/Payroll Specialist	1.00	1.00	1.00
Account Clerk I	4.00	4.50	5.00
	<u>8.00</u>	<u>8.50</u>	<u>9.00</u>
Total FTE Positions	<u>8.00</u>	<u>8.50</u>	<u>9.00</u>

Assessing

	1999	2000	2001
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
	<u>6.60</u>	<u>6.60</u>	<u>6.60</u>
Total FTE Positions	<u>6.60</u>	<u>6.60</u>	<u>6.60</u>

Staffing

Customer Services

	1999	2000	2001
Customer Services Manager	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00
Election Clerk	0.75	0.75	0.75
Account Clerk II	2.50	2.50	2.50
Account Clerk I	<u>5.50</u>	<u>5.00</u>	<u>5.00</u>
Total FTE Positions	<u>10.75</u>	<u>10.25</u>	<u>10.25</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.

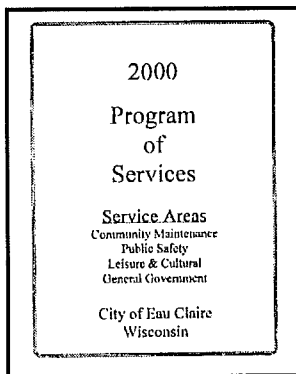


Rose Adams and Donna Meier working on the 2001 Program of Services.

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 25 operating funds and 12 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. 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. In June 2000, the City had four open TIF Districts with a combined equalized incremental valuation of \$71 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 park land. 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 67 acres for the Southeast Community Park

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

Accounting Services Operation Highlights

Accounting Services is one of four 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
- Financial Reporting
- Fixed Assets
- Grant Reporting
- Payroll Administration
- Property Tax Settlement and Reporting
- Records Management
- Travel Policy Administration

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

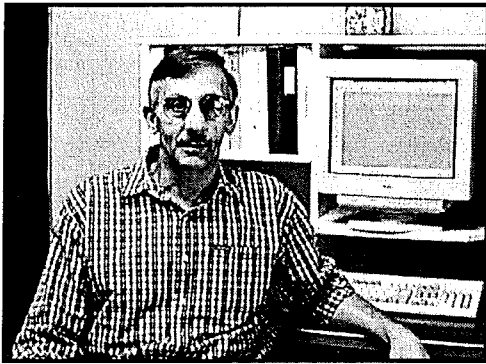
The City sends invoices for a wide range of services, including ambulance service, delinquent personal property tax, intergovernmental agreements and inter-departmental charges. Billing for ambulance services is contracted to a private company, which works under the direction of the Accounts Receivable clerk. During 1999, more than \$650,000 was collected for ambulance service. In addition, 1,400 invoices for over \$2.5 million were processed by City staff.

Budget Management

Each year, operating and capital budgets are prepared for the City Manager and City Council's approvals. The budget process begins in April when reports are prepared for department input. The 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



*David Meier,
Manager Accounting Services*

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 14,000 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 company, 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 \$57.7 million. The debt will be retired by future property tax levies accumulated in the debt service fund, by tax increments generated by the TID districts and by utility user fees. Debt payments, which totaled over \$6 million in 2000, 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.



*Cathy Thompson calculating
debt service requirement*

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 \$1,000. At the end of 1999, approximately \$30 million of assets were recorded. Excluded are items classified as 'infrastructure', such as roads and sidewalks, which are unique to a municipal government. 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.

Payroll Administration

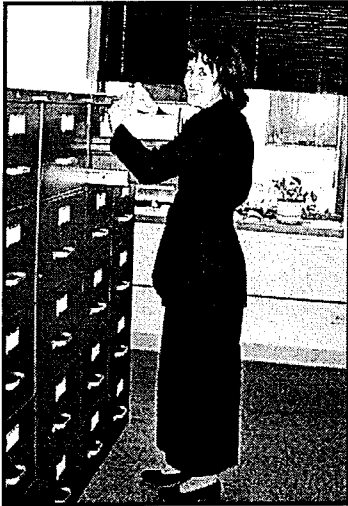
Payroll covers a wide range of responsibilities including producing checks for 600 permanent and nearly 800 temporary employees on a weekly and biweekly basis. Other duties include reporting and depositing state and federal withholding tax, deferred compensation and retirement plan contributions, union 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.



*Julie Kircher and Jan Dole
working on the payroll system*

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 1999, the total tax collections within the City were approximately \$62 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.

*Vicki Franson maintaining
the accounting files*

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 30 active grants. Each grant has specific reporting requirements and many run more than a year. Accounting staff work 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.

Assessing Operation Highlights

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.



Assessor Jerry Prellwitz performing a residential inspection for the Reassessment

Property Valuations

<u>Statistics</u>	<u>2000 Budget</u>	<u>2001 Budget</u>
Residential Assessment	\$1,418,775,100	\$1,468,751,600
Commercial Assessment	707,721,500	746,582,200
Manufacturing Assessment	<u>98,016,000</u>	<u>95,100,000</u>
Total	2,224,512,100	2,310,433,800
Personal Property – City	90,341,100	99,819,000
Personal Property – Manufacturing	<u>20,588,200</u>	<u>19,868,000</u>
Total	110,929,300	119,687,000
Total value of property on tax roll	<u>\$2,335,441,900</u>	<u>\$2,430,120,800</u>
Total properties assessed:		
Real Estate	21,158	21,556
Personal Property	2,688	2,756

Activities

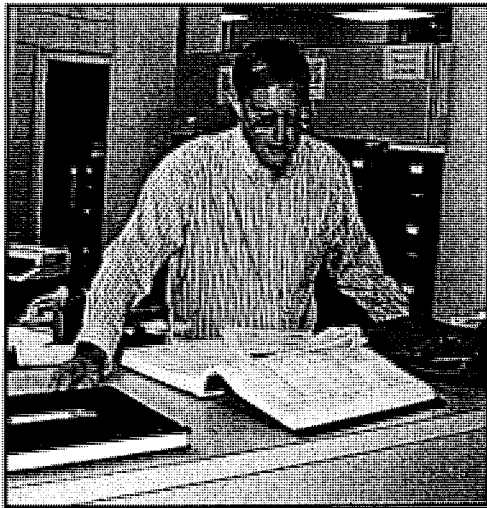
Annual Assessment: Real & Personal Property

The Assessing division is responsible for the annual assessment of 22,000 parcels of real estate, 2,800 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. The 2001 reassessment, for the 2002 budget, will be based on records that were revised as a result of field inspections that took place during the summers of 1998 through 2000.

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.

Customer Services Operation Highlights

Customer Services is one of four divisions in Finance. It provides the treasury, utility billing, elections, and licensing functions for the City. Customer Services staff also handles the public relations pertaining to utility service, business licenses, special assessments, voter registration, parking ticket collections, payment questions and other general information.

Activities




Treasury Staff include Tom Hoff, Peggy Frank, Cheryl Brunner, Denny Shea, Debbie Hams, and Cindy Anderson

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

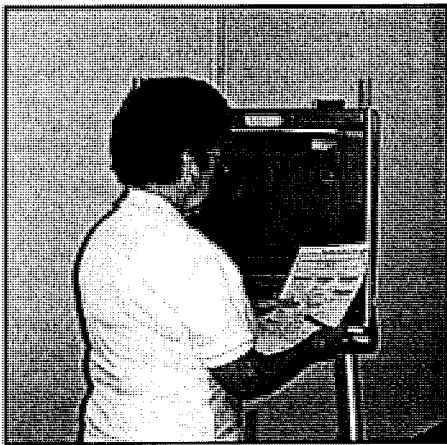
STATE OF WISCONSIN NON-TRANSFERRABLE		CITY OF EAU CLAIRE LICENSE		THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE	
Trade name NORTHWOODS BREW PUB & GRILL 3560 OAKWOOD MALL DR EAU CLAIRE, WI 54701	License Type CIGARETTE CITY OF EC RESTAURANT CLASS A CABARET COMBINATION CLASS B HLTH REST-D-11,000,000 WHOLESALE BREER	Number 231 451 53 168 37 10	Effective 7/01/2003 7/01/2000 7/01/2000 7/01/2000 7/01/2000 7/01/1998	Expires 6/30/2001 6/30/2001 6/30/2001 6/30/2001 6/30/2001 6/30/2001	Fee 100.00 80.00 150.00 550.00 310.00 25.00
NORTHWOODS BREWING CORP LLC 3560 OAKWOOD MALL DR EAU CLAIRE WI 54701					
		Total Paid: 1,215.00		 <small>Donna A. Prust, City Clerk</small>	

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 35 wards located at 20 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



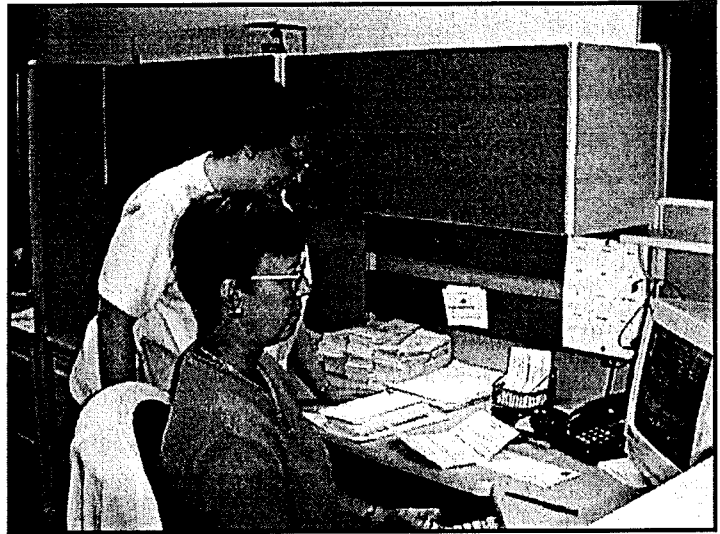
A citizen votes by absentee ballot at City Hall prior to the election

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

Future Outlook

- ◆ Completion of the triennial reassessment for 2001 taxes collectible in 2002.
- ◆ Implementation of new financial reporting software, including establishing a new chart of accounts, training, data conversion and integration with other systems.
- ◆ Continuing implementation of the Payroll and Human Resources software to utilize all features of the programs.
- ◆ Preparation for the implementation of the Governmental Accounting Standards Board (GASB) Statement 34 which requires major revisions in governmental reporting.
- ◆ Consideration of converting the utility billing system from a quarterly to a monthly basis to provide customers with more manageable water, sewer, and storm water bills.
- ◆ Managing and accounting for the increased number of Federal and State Grants.

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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

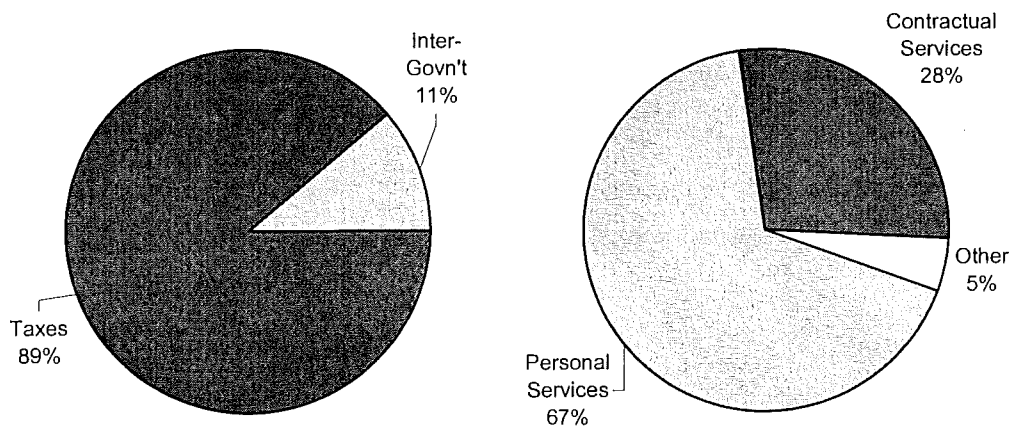
- ◆ Recruitment and pre-employment testing
- ◆ Labor Relations
- ◆ Administration of employee benefits and pay
- ◆ Purchasing and procurement



Benefit assistance

Overview of Revenues and Expenditures

	1999 <u>Actual</u>	2000 <u>Adopted Budget</u>	2001 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intragovernmental Service	\$ 57,870	\$ 67,181	\$ 73,304	9%
Gen. Purpose (tax) Rev.	<u>533,518</u>	<u>553,219</u>	<u>579,696</u>	5%
Total Revenues	<u>\$ 591,388</u>	<u>\$ 620,400</u>	<u>\$ 653,000</u>	5%
Expenditures				
Personal Services	\$ 409,625	\$ 401,000	\$ 438,600	9%
Contractual Services	153,568	182,700	183,900	1%
Utilities	2,664	3,000	3,000	0%
Fixed Charges	2,200	2,200	2,200	0%
Materials & Supplies	21,757	22,500	23,300	4%
Capital Outlay	<u>1,574</u>	<u>9,000</u>	<u>2,000</u>	-78%
Total Expenditures	<u>\$ 591,388</u>	<u>\$ 620,400</u>	<u>\$ 653,000</u>	5%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The Human Resources Department includes funding to increase the position of benefits specialist from a part-time, temporary to full-time permanent. This request is made because state and federal laws have dramatically increased the complexity of administering employee benefits. This position would also serve to back up the administration of the payroll and human resource software.

CONTRACTUAL SERVICES

An increase of \$6,000 in the advertising and marketing account is included in the 2001 budget. This increase is offset by a decrease in the legal and professional services. Due to the tight labor market, it has become increasingly difficult to attract applicants for positions with the City of Eau Claire. In order to maintain a good pool of applicants, the use of radio ads and large display-type ads in the newspaper is required. Advertisement of available positions is also listed on our web page.

An increase for the Advertising and Marketing budget in Purchasing is also being requested. State law requires that we advertise in a local newspaper with broad distribution.

Medical cost for pre-employment physicals requires random alcohol and drug testing, flu and vaccination shots, and pre-employment drug testing. Employment Assistance Program services continues to rise. The 2001 budget adjustment of \$2,500 begins to match this budget line with actual costs.

The Legal and Professional Services account was decreased by \$5,000 to reflect the number of open contracts that will need to be negotiated. The year 2001 has one contract that remains open for negotiations and it appears that at least three other contracts will have continuing negotiations and/or hearings in 2001.

MATERIALS & SUPPLIES / EQUIPMENT & CAPITAL PURCHASES

The Purchasing Division is requesting a new fax machine capable of receiving confidential transmittals. Currently we cannot accept faxed bids because confidentiality must be maintained until the bid opening. Capital equipment expenditures for Human Resources include shelving for the storeroom, office chairs and a new printer.

Expenditures by Division

Personnel Administration

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 224,683	\$ 220,400	\$ 103,672	\$ 220,400	\$ 251,100
Contractual Services	142,618	165,700	68,751	165,700	169,400
Utilities	1,472	1,500	838	1,500	1,500
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	11,281	9,900	3,557	8,900	10,400
Capital Outlay	<u>1,574</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>	<u>-</u>
Total Expenditures	<u>\$ 383,028</u>	<u>\$ 398,900</u>	<u>\$ 178,518</u>	<u>\$ 398,900</u>	<u>\$ 433,800</u>

Purchasing

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 184,942	\$ 180,600	\$ 87,969	\$ 180,600	\$ 187,500
Contractual Services	10,950	17,000	11,028	17,000	14,500
Utilities	1,192	1,500	1,276	1,500	1,500
Fixed Charges	800	800	400	800	800
Materials & Supplies	10,476	12,600	2,646	12,600	12,900
Capital Outlay	<u>-</u>	<u>9,000</u>	<u>-</u>	<u>9,000</u>	<u>2,000</u>
Total Expenditures	<u>\$ 208,360</u>	<u>\$ 221,500</u>	<u>\$ 103,319</u>	<u>\$ 221,500</u>	<u>\$ 219,200</u>

Staffing

Personnel Administration

	1999	2000	2001
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
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>

Purchasing

	1999	2000	2001
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
	<hr/>	<hr/>	<hr/>
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

Human Resource staff assisting new employee

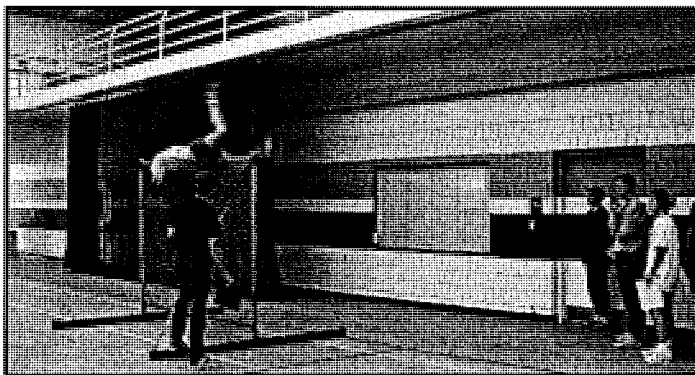


Personnel Administration Operation Highlights

- ◆ 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 amount of \$34.2 million
- ◆ Procurement for Capital Improvement Program at \$20 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



Photo courtesy of Leader-Telegram

Bikes to be sold at City Auction

Future Outlook

- ◆ Federal and state laws, published court cases and government agency rules will continue to add complexity to the administration of employee benefits and human resources.
- ◆ Laws and court cases continue to increase the administrative burden on business and local government.
- ◆ New rules regarding safety, employee rights, health insurance benefits, mandated leaves (family sick, school conference, pet care), drug testing, hiring requirements and census reporting all promise to increase the administrative burden to the City of Eau Claire.
- ◆ Our challenge will be to understand and comply with these changes while improving the productivity of our workforce.
- ◆ The implementation of the new financial system will allow City departments to electronically prepare, authorize, submit and track purchase requisitions. This will provide the Purchasing Division with a more effective method of tracing purchasing processes and expenditures. Routine reports will be immediately available and ad hoc reports will be readily available.
- ◆ The Purchasing Division will begin to issue invitations for bid, requests for quotes and requests for proposals through the City's web site. We will also be accepting bids and quotes by fax.
- ◆ The implementation of procurement cards is anticipated in 2001. This will allow City departments to control and monitor small expenditures more effectively.



Physical agility testing for police recruitment

COMMUNITY DEVELOPMENT

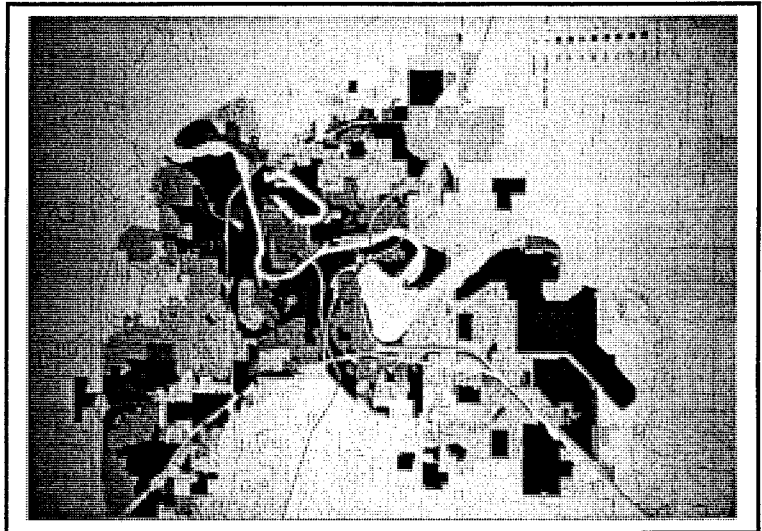
The Planning and Inspections Divisions are part of the Community Development Department and are located in City Hall, 203 S. Farwell Street. The Planning Division is responsible for community and neighborhood planning, zoning, development review, historic preservation, and annexations. The Inspections 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 Administration
- ◆ Inspections

Programs & Services

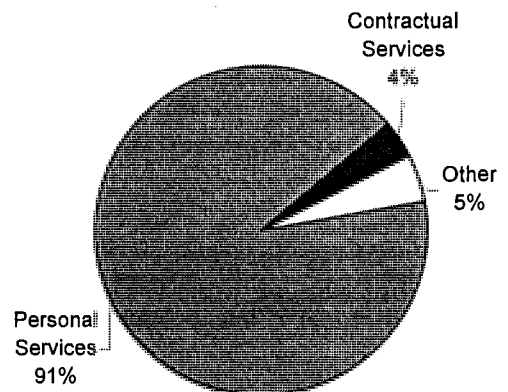
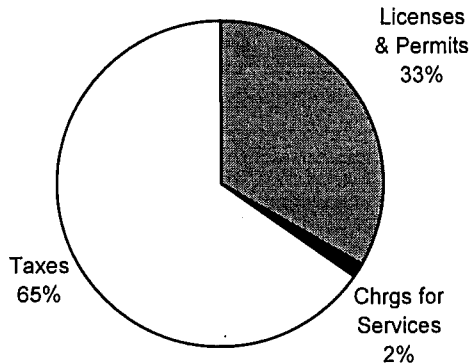
- ◆ Comprehensive Planning
- ◆ Development Codes
- ◆ Development Review
- ◆ Inspections
 - Building
 - Plumbing
 - Electrical
 - Heating
 - Others
- ◆ Code Enforcement
- ◆ Board and Associations
 - Staff Support



Comprehensive Plan map

Overview of Revenues and Expenditures

	1999 <u>Actual</u>	2000 Adopted <u>Budget</u>	2001 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 397,439	\$ 335,000	\$ 345,000	3%
Charges for Services	18,809	15,700	15,700	0%
Gen. Purpose (tax) Rev.	<u>478,257</u>	<u>608,300</u>	<u>676,100</u>	11%
Total Revenues	<u><u>\$ 894,505</u></u>	<u><u>\$ 959,000</u></u>	<u><u>\$ 1,036,800</u></u>	8%
Expenditures				
Personal Services	\$ 834,436	\$ 873,600	\$ 949,500	9%
Contractual Services	25,338	40,800	37,800	-7%
Utilities	5,235	5,700	5,800	2%
Fixed Charges	12,680	12,800	12,900	1%
Materials & Supplies	16,831	23,500	27,100	15%
Capital Outlay	<u>(15)</u>	<u>2,600</u>	<u>3,700</u>	42%
Total Expenditures	<u><u>\$ 894,505</u></u>	<u><u>\$ 959,000</u></u>	<u><u>\$ 1,036,800</u></u>	8%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

A full-time Neighborhood Resource Coordinator position has been recommended in the Community Development Department to provide city support, distribute information to the neighborhood associations and to provide technical assistance for neighborhood planning. Directly related to the creation of the new position are two programs in the Non-Departmental budget. The "Neighborhood Association Support" program, funded at \$12,000, will provide up to \$1,000 of financial support to each association. In addition, the "Neighborhood Association Matching Grant Program" is funded at \$15,000 to provide matching funding up to \$3,000 annually for neighborhood projects.

CONTRACTUAL SERVICES

In 2000, postage and shipping received a one-time increased of \$5,000 for the mailing of the census. This amount has not been carried forward.

MATERIALS & SUPPLIES / EQUIPMENT & CAPITAL

The Planning Division is requesting a digital camera and a computer for the Neighborhood Resources Coordinator; the Inspections Division has requested office furniture and customer counter remodeling.

Expenditures by Division

Planning Administration

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 353,090	\$ 367,200	\$ 166,542	\$ 367,200	\$ 421,600
Contractual Services	7,974	14,900	9,903	14,900	11,300
Utilities	1,584	1,700	800	1,700	1,700
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	7,649	13,400	20,103	25,800	16,300
Capital Outlay	(15)	-	-	-	1,500
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Expenditures	\$ <u>371,882</u>	\$ <u>398,800</u>	\$ <u>198,147</u>	\$ <u>411,200</u>	\$ <u>454,000</u>

Inspections

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 481,346	\$ 506,400	\$ 229,358	\$ 506,400	\$ 527,900
Contractual Services	17,364	25,900	13,615	25,900	26,500
Utilities	3,651	4,000	1,678	4,000	4,100
Fixed Charges	11,080	11,200	5,555	11,200	11,300
Materials & Supplies	9,182	10,100	3,771	10,100	10,800
Capital Outlay	-	2,600	-	2,600	2,200
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Expenditures	\$ <u>522,623</u>	\$ <u>560,200</u>	\$ <u>253,977</u>	\$ <u>560,200</u>	\$ <u>582,800</u>

Staffing

Planning Administration

	1999	2000	2001
Director of Comm Dev/Asst. City Manager	1.00	1.00	1.00
Neighborhood Resources Coordinator	-	-	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>5.00</u>	<u>5.00</u>	<u>6.00</u>

Inspections

	1999	2000	2001
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 Administration 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 Riverfront 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)

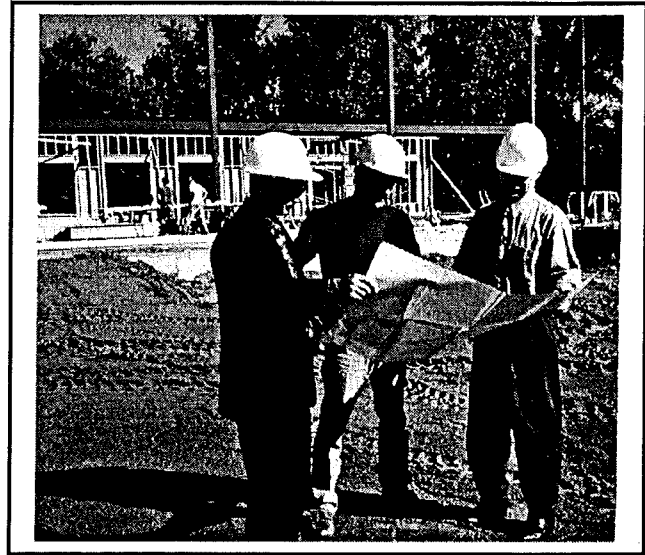
◆ **Business Associations**

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

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 regulate 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
 - City Center Plan
 - Parks and Waterways Plan
 - Carson Park Plan
 - Historic Preservation Plan
 - West Side Neighborhood Plan
 - North River Fronts Neighborhood Plan
 - North Side Hill Neighborhood Plan
 - Water Street Commercial District Plan
 - Third Ward Neighborhood Plan
- ◆ Provide assistance and information to citizens concerning development proposals, protest petitions, and community planning.
- ◆ Issue over 4,000 permits and conduct over 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
2000 (Aug.)	127	24	34	48	10	11
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 in the 1990s are provided below:

Permits Issued							
	Total Permits	Building	Electrical	Plumbing	Heating	Others	Est. Insp.
2000 (July)	2,929	903	691	547	675	113	9,000
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
1990	3,327	846	618	698	934	122	9,981

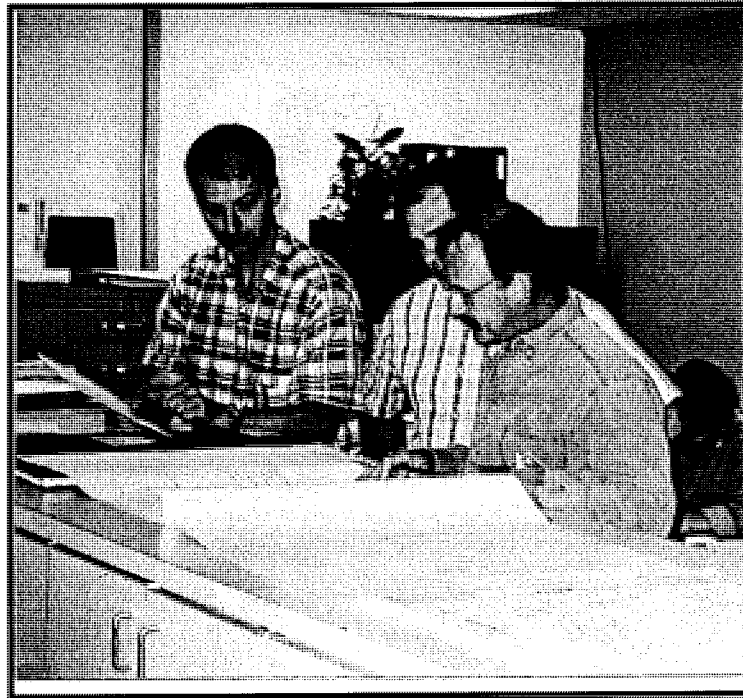
Revenues

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

2000 (as of 7/00)	\$305,352	1995	\$435,638
1999	\$397,439	1994	\$381,963
1998	\$438,467	1993	\$291,333
1997	\$366,513	1992	\$259,471
1996	\$366,658	1991	\$213,529

Future Outlook

- ◆ Providing inspections on a timely basis given the expanded area of the community and a 38% increase in the number of inspections since 1990.
- ◆ Complying with new state requirements concerning additional inspections for erosion control.
- ◆ Increases in development review activities has placed greater demands on staff time, leaving less time for Comprehensive Planning projects.
- ◆ Update the City's Comprehensive Plan in accordance to new State planning legislation.



Inspectors reviewing plans

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

Operations

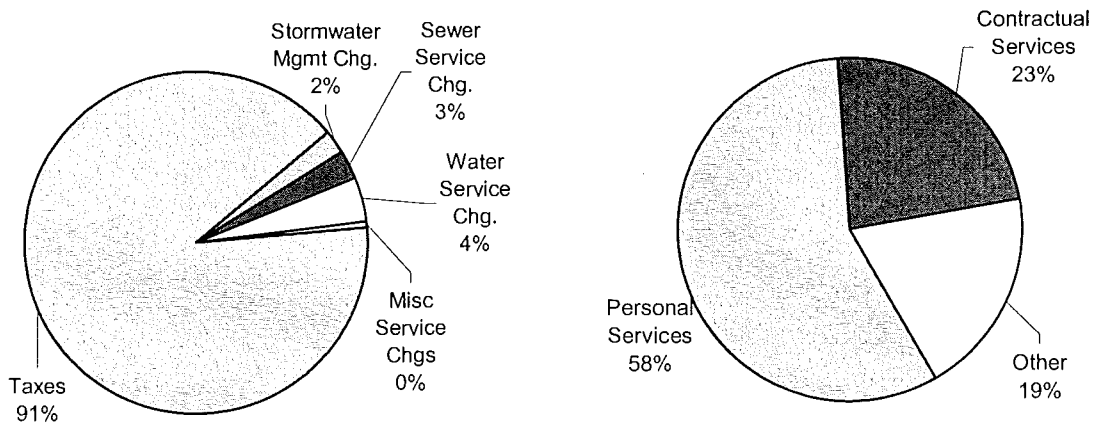
- ◆ Retain the value of City buildings and grounds through proper maintenance.
- ◆ Keep the availability and performance of building equipment at an optimum level.
- ◆ Supervise construction and remodeling projects.
- ◆ Maintain all streets, sidewalks, curbs and gutters.
- ◆ Provide an efficient program 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.

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.

Overview of Revenues and Expenditures

	1999 <u>Actual</u>	2000 <u>Adopted Budget</u>	2001 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Stormwater Mgmt Chg.	\$ 119,559	\$ 141,288	\$ 148,400	5%
Sewer Service Chg.	190,155	188,685	198,324	5%
Water Service Chg.	287,182	288,936	303,120	5%
Transit Admin. Chg.	0	7,500	10,830	44%
Other Service Chg.	2,003	2,556	2,592	1%
Miscellaneous Charges	30,169	20,100	20,100	0%
Gen. Purpose (tax) Rev.	<u>5,520,397</u>	<u>6,249,935</u>	<u>6,413,134</u>	3%
Total Revenues	\$ <u>6,149,467</u>	\$ <u>6,899,000</u>	\$ <u>7,096,500</u>	3%
Expenditures				
Personal Services	\$ 3,687,936	\$ 3,949,000	\$ 4,060,500	3%
Contractual Services	1,317,760	1,559,400	1,655,800	6%
Utilities	627,928	698,500	715,700	2%
Fixed Charges	85,868	113,800	114,100	0%
Materials & Supplies	419,922	558,000	525,900	-6%
Capital Outlay	<u>10,053</u>	<u>20,300</u>	<u>24,500</u>	21%
Total Expenditures	\$ <u>6,149,467</u>	\$ <u>6,899,000</u>	\$ <u>7,096,500</u>	3%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The budget for 2001 includes upgrading the Engineering Aide position to an Engineering Technician classification to reflect the technical skills that are now required for the job.

CONTRACTUAL SERVICES

The equipment rental line item in this group of accounts increased \$70,000 to reflect rental rate increases for the replacement of dump trucks and street sweepers and to reflect the higher cost of fuel.

UTILITIES

The costs budgeted under utilities include electricity, sewer service, water service, telephones, and storm water charges. The 2001 budget has been adjusted to reflect anticipated increases in water rates and storm water charges to public buildings and property. The budget for electricity has been increased by \$15,500 in the traffic signal and street lighting accounts due to the addition of traffic signals over the past several years.

MATERIALS AND SUPPLIES

The materials and supplies account was reduced by \$23,600 for one-time equipment purchases approved in 2000.

CAPITAL OUTLAY

Capital purchases from the operating budget include office furniture replacement in the public works administration area of City Hall and replacement of overhead doors at the Parks and Recreation building on First Avenue. The Engineering Division capital outlays include replacement of 2-way radios, office chair replacement, and computer software upgrades for the drawing and mapping system. The Street Maintenance Division capital purchases are budgeted to include a 5,000 gallon tank for liquid calcium chloride used during snow and ice control operations and a hydraulic tilt trailer for hauling large mowing equipment.

Expenditures by Division

Administration

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 236,651	\$ 245,900	\$ 117,654	\$ 245,900	\$ 254,500
Contractual Services	3,563	6,600	2,361	6,600	18,800
Utilities	2,949	3,100	1,178	3,100	3,200
Fixed Charges	1,100	1,100	550	1,100	1,100
Materials & Supplies	3,113	9,200	4,398	12,200	8,900
Capital Outlay	-	3,300	-	3,300	-
Total Expenditures	\$ 247,376	\$ 269,200	\$ 126,142	\$ 272,200	\$ 286,500

Operations

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 2,352,086	\$ 2,536,200	\$ 1,255,187	\$ 2,536,200	\$ 2,603,900
Contractual Services	1,226,560	1,457,100	581,154	1,457,100	1,536,300
Utilities	620,596	689,600	259,840	689,600	707,200
Fixed Charges	65,368	93,300	12,535	93,300	93,600
Materials & Supplies	388,836	500,300	239,173	508,100	470,800
Capital Outlay	6,833	3,000	-	3,000	9,000
Total Expenditures	\$ 4,660,279	\$ 5,279,500	\$ 2,347,889	\$ 5,287,300	\$ 5,420,800

Engineering

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 1,099,199	\$ 1,166,900	\$ 539,188	\$ 1,166,900	\$ 1,202,100
Contractual Services	87,637	95,700	34,373	110,700	100,700
Utilities	4,383	5,800	1,887	5,800	5,300
Fixed Charges	19,400	19,400	9,700	19,400	19,400
Materials & Supplies	27,973	48,500	18,420	48,500	46,200
Capital Outlay	3,220	14,000	10,613	14,000	15,500
Total Expenditures	\$ 1,241,812	\$ 1,350,300	\$ 614,181	\$ 1,365,300	\$ 1,389,200

Staffing

Administration

	1999	2000	2001
Public Works Director	1.00	1.00	1.00
Assistant to Director of Public Works	1.00	1.00	1.00
Public Works Secretary	1.00	1.00	1.00
Clerk II	0.50	1.00	1.00
	<u>3.50</u>	<u>4.00</u>	<u>4.00</u>
Total FTE Positions	<u>3.50</u>	<u>4.00</u>	<u>4.00</u>

Operations

	1999	2000	2001
Public Works Operations Administrator	1.00	1.00	1.00
Street Maintenance Manager	1.00	1.00	1.00
Building and Grounds Superintendent	1.00	1.00	1.00
Supervisor	3.00	3.00	3.00
Building Services Supervisor	1.00	1.00	1.00
Clerk III	0.50	0.50	0.50
Account Clerk I	1.00	1.00	1.00
Skilled Worker II	1.00	1.00	1.00
Heavy Equipment Operator	12.00	12.00	12.00
Skilled Worker I	3.00	3.00	3.00
Skilled Worker / Sign Shop	2.00	2.00	2.00
Skilled Worker / Sign Shop Painter	1.00	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	11.00
	<u>50.50</u>	<u>50.50</u>	<u>50.50</u>
Total FTE Positions	<u>50.50</u>	<u>50.50</u>	<u>50.50</u>

Staffing

Engineering

	1999	2000	2001
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
Clerk II	0.50	-	-
Engineering Aide II	1.00	1.00	1.00
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Total FTE Positions	<u>16.50</u>	<u>16.00</u>	<u>16.00</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.

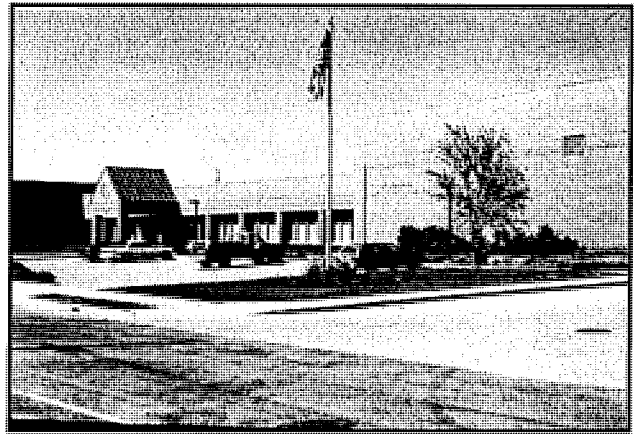
Public Works Operations Highlights

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

Future Outlook

City Hall

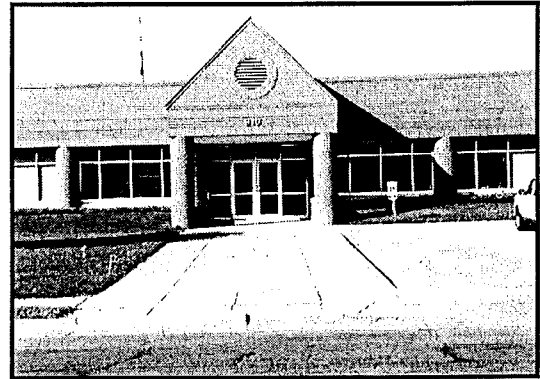
- ◆ Upgrade Council Chambers air handling and sound system
- ◆ Replace central air conditioning
- ◆ Update fluorescent lighting
- ◆ Remodel and renovate interior spaces of City Hall
- ◆ Enlarge meeting room space

Parks & Recreation Building

- ◆ Tuck-pointing

Central Maintenance Facility

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



*Central Maintenance Facility
910 Forest Street*

Library

- ◆ Renovations to accommodate technology upgrades



Library Custodian

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

- ◆ 26 Traffic signals
- ◆ 9,000 Signs
- ◆ 600 Street name signs
- ◆ 50 Miles of street centerline marking
- ◆ 200 Painted crosswalks
- ◆ 200 Pavement markings (arrows, school, etc.)
- ◆ 1,700 Street lights on main thoroughfares
- ◆ Sign Shop at Central Maintenance Facility

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 Sealing

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

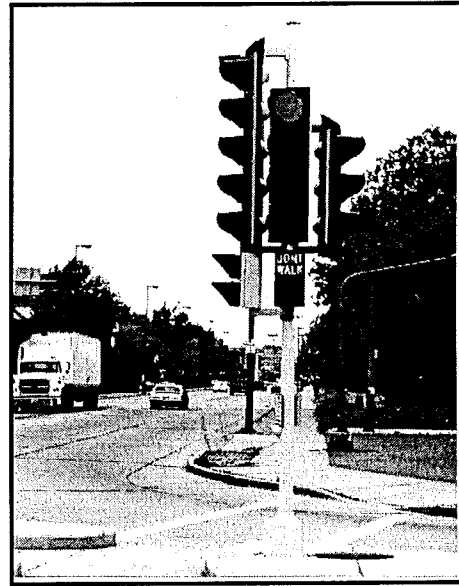
- ◆ 2,660 Street lights leased from NSP at \$25 per year plus electricity
- ◆ Residential lighting at intersections and 500 foot spacing
- ◆ 197 Decorative light poles
 - Downtown (City Center)
 - Water Street
 - Grand Avenue/First Avenue
 - Fifth Avenue/Bellinger Street
 - State Street
 - First Avenue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



Traffic Engineer Programming Controller

Traffic Signals

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



Traffic Signals at Farwell St. & Washington St.

Pavement Markings & Signs

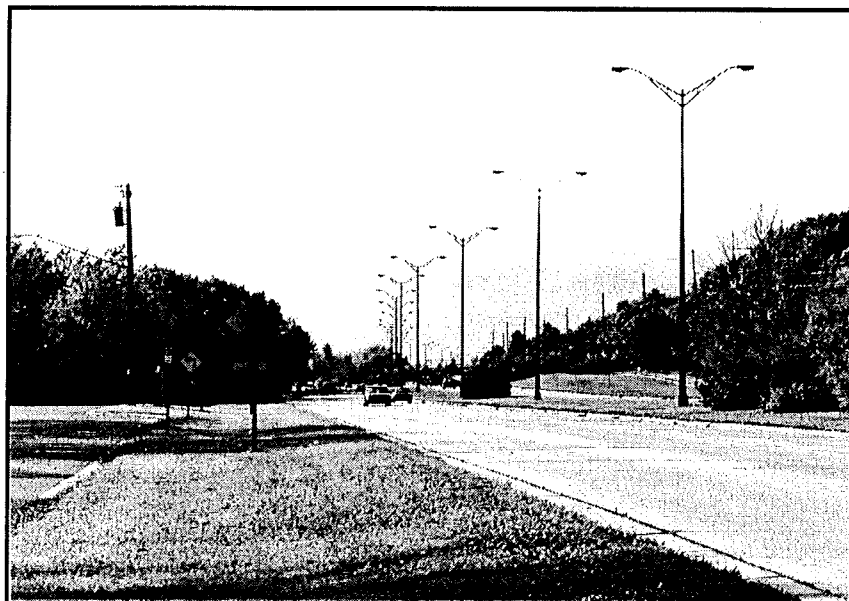
- ◆ Paint crosswalks and centerlines annually
- ◆ Maintain and replace damaged or deteriorated signs
- ◆ Sign temporary detour route for construction
- ◆ Install new signs where directed by Council action

Crosswalk Painting



Future Outlook

- ◆ Expand storage yard facilities
- ◆ Adequate staffing for increased service demands and expanding areas
- ◆ Equipment needs are to be evaluated and the rolling fleet upgraded or modified to meet service requirements
- ◆ Develop alternative street sweeping debris disposal sites
- ◆ Evaluate and implement site alternatives for deposit of snow haul
- ◆ Meet the maintenance needs of aging street surfaces along with preventative maintenance practices on newer streets
- ◆ Replace street light poles on Clairemont Avenue, Hastings Way, and the City Center that are experiencing structural failure
- ◆ Monitor traffic volumes and accidents throughout the city and install additional traffic control devices as warranted
- ◆ Replace 15 aged traffic controllers with new computer components
- ◆ Electrical costs are anticipated to increase next year for street lighting and maintenance
- ◆ Work with the Convention and Tourism Task Force to implement a pathfinder and wayfinding signage system
- ◆ Upgrade school and pedestrian crossing signage and pavement markings



Whiteway Lighting along Clairemont Avenue

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.)

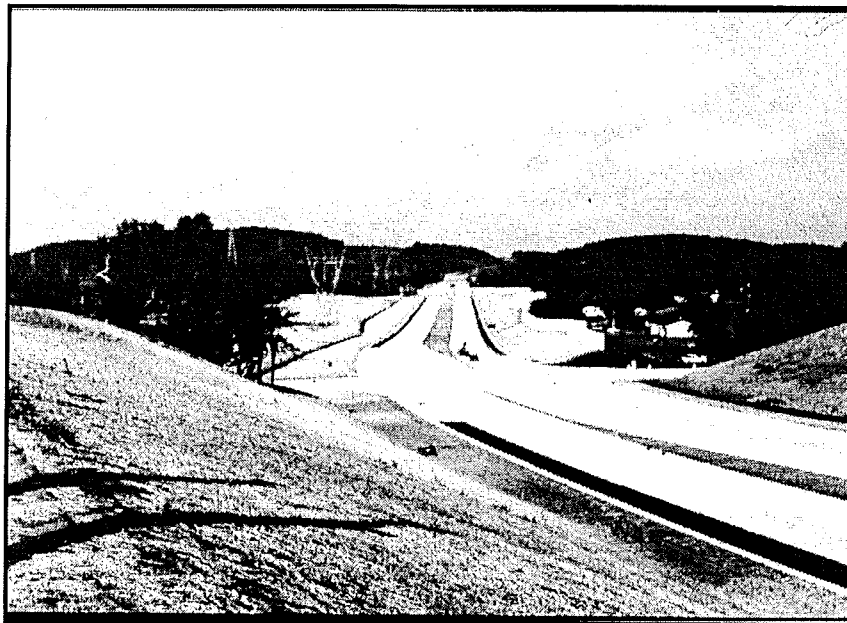
- ◆ 10 Intergraph/Microstation CADD Workstations
- ◆ 3 Geodimeter Total Station Survey Systems
- ◆ 2 Survey Vans
- ◆ 2 Full Size Plotters
- ◆ 1 Large Size Plain Paper Copier
- ◆ 1 Blueprint Copier
- ◆ 5 Survey Levels
- ◆ 1 Laser Level
- ◆ Miscellaneous Testing, Surveying, & Drafting Equipment



Survey Crew with Geodimeter

Future Outlook

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



North Crossing Construction (1992)

The Hwy. 53 Freeway Project coordination with Wis/DOT and surrounding municipalities will be a major responsibility of the Engineering Division over the next 6 years.

- Initiate a program to improve retention of technical staff and recruitment of qualified professional employees

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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:

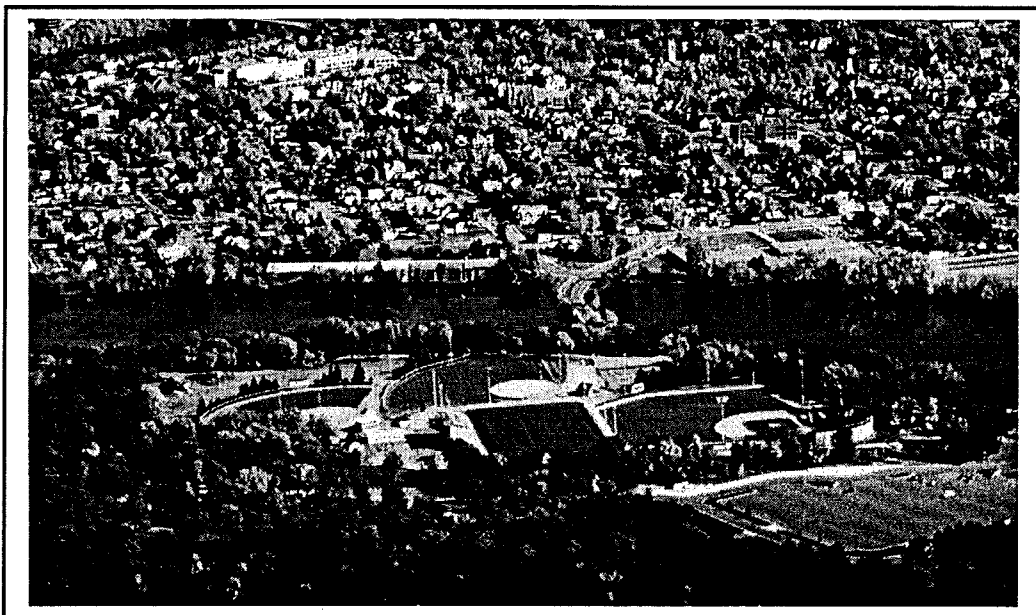
- ◆ Administration
- ◆ Park Maintenance
- ◆ Forestry
- ◆ Recreation

Programs & Services

The Parks and Recreation Maintenance Division is responsible for the maintenance and upkeep of all the Community Parks, Neighborhood Parks, Neighborhood playgrounds, as well as many publicly owned green spaces.

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

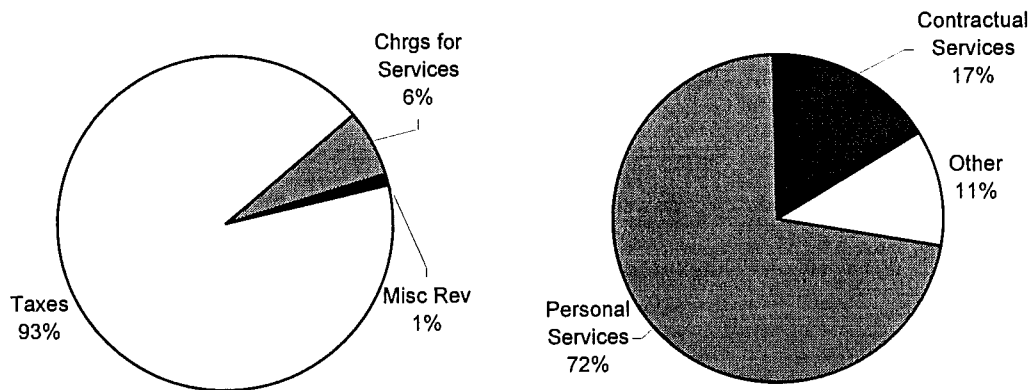
The Forestry Division is responsible for the upkeep of the urban forest. This includes all the trees in the City. However, the Forestry Division focuses a lot of effort on the boulevard street trees.



Carson Park: The City's Largest Community Park

Overview of Revenues and Expenditures

	1999 <u>Actual</u>	2000 <u>Adopted Budget</u>	2001 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Charges for Services:				
Pool Admission Fees	\$ 4,585	\$ 3,000	\$ 3,000	0%
Softball Fees	50,059	45,000	45,000	0%
Instructional Fees	176,618	157,100	158,500	1%
Park Reimbursements	22,990	15,000	15,000	0%
WPRA Ticket Sales	1,077	1,000	1,000	0%
Other Recreation Fees	26,473	10,000	10,000	0%
Miscellaneous Revenue	51,236	45,500	45,500	0%
Gen. Purpose (tax) Rev.	<u>2,896,250</u>	<u>3,246,300</u>	<u>3,396,600</u>	5%
Total Revenues	\$ <u>3,229,287</u>	\$ <u>3,522,900</u>	\$ <u>3,674,600</u>	4%
Expenditures				
Personal Services	\$ 2,369,078	\$ 2,532,700	\$ 2,645,300	4%
Contractual Services	503,934	607,400	612,200	1%
Utilities	114,849	112,800	118,100	5%
Fixed Charges	54,011	56,300	56,300	0%
Materials & Supplies	181,228	195,700	221,000	13%
Capital Outlay	<u>6,187</u>	<u>18,000</u>	<u>21,700</u>	21%
Total Expenditures	\$ <u>3,229,287</u>	\$ <u>3,522,900</u>	\$ <u>3,674,600</u>	4%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The 2001 Parks and Recreation budget includes an additional \$45,500 to increase the temporary pay rates in the recreational division. This would allow for a \$.25 per hour pay increase for playground leaders, pool lifeguards and other various seasonal employees. The average pay range would be \$5.50 - \$7.00 per hour depending on years of experience and responsibilities.

CONTRACTUAL SERVICES

The equipment rental line item was reduced by \$33,600 to bring the account closer to actual expenses. A one-time increase of \$16,000 was added to the 2001 budget for the treatment of Dutch Elm disease in Owen Park. Treatment for this disease is done every 2–3 years. Fireworks for the 4th of July are included in this category.

UTILITIES

Maintenance of the Soccer Park has required an increase in the electrical and water services expenses.

MATERIALS & SUPPLIES

Due to the increase in the amount of green space that requires care and maintenance, chemicals, botanical supplies and sand and gravel have been increased by \$6,300. In addition, the Parks Maintenance Division will be purchasing some lawn maintenance equipment and small tools for \$5,200, the ceilings of the pavilions at Riverview North and Mt. Simon will be enclosed for \$2,400, scoreboard improvements will be made for \$1,000, and 4 concrete picnic tables for Carson Park will be purchased for \$2,800.

CAPITAL OUTLAY

Included in the capital purchases for operations are the replacement of a radial arm saw, drill press, wood joiner, large seeder, and bleacher skid boards. The field light towers at Carson Park are also scheduled for maintenance in 2001.

Expenditures by Division

Administration

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 180,227	\$ 194,300	\$ 89,479	\$ 194,300	\$ 203,400
Contractual Services	47,316	56,400	22,550	56,400	65,500
Utilities	4,439	4,200	2,707	4,200	4,800
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	16,316	18,000	6,765	18,000	19,900
Capital Outlay	-	2,500	-	2,500	-
Total Expenditures	\$ <u>249,298</u>	\$ <u>276,400</u>	\$ <u>122,001</u>	\$ <u>276,400</u>	\$ <u>294,600</u>

Park Maintenance

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 1,430,400	\$ 1,511,900	\$ 665,233	\$ 1,511,900	\$ 1,562,000
Contractual Services	253,386	316,300	133,837	316,300	289,300
Utilities	104,084	104,600	39,266	104,600	108,500
Fixed Charges	34,476	34,500	2,916	34,500	34,500
Materials & Supplies	94,303	99,800	59,418	99,800	115,500
Capital Outlay	6,187	15,500	9,455	15,500	21,700
Total Expenditures	\$ <u>1,922,837</u>	\$ <u>2,082,600</u>	\$ <u>910,124</u>	\$ <u>2,082,600</u>	\$ <u>2,131,500</u>

Forestry Division

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 276,280	\$ 277,500	\$ 111,080	\$ 277,500	\$ 279,200
Contractual Services	85,926	94,200	35,605	94,200	110,800
Utilities	1,002	1,100	422	1,100	1,300
Fixed Charges	6,000	7,100	3,550	7,100	7,100
Materials & Supplies	7,507	11,200	3,434	11,200	11,800
Total Expenditures	\$ <u>376,715</u>	\$ <u>391,100</u>	\$ <u>154,090</u>	\$ <u>391,100</u>	\$ <u>410,200</u>

Expenditures by Division

Recreation Division

	<u>1999</u> <u>Actual</u>	<u>2000</u> <u>Adopted</u>	<u>2000</u> <u>6 Month</u> <u>Actual</u>	<u>2000</u> <u>Estimated</u>	<u>2001</u> <u>Budget</u>
Personal Services	\$ 482,171	\$ 549,000	\$ 202,895	\$ 549,000	\$ 600,700
Contractual Services	117,306	140,500	44,796	140,500	146,600
Utilities	5,324	2,900	1,409	2,900	3,500
Fixed Charges	12,535	13,700	6,248	13,700	13,700
Materials & Supplies	<u>63,102</u>	<u>66,700</u>	<u>35,023</u>	<u>66,700</u>	<u>73,800</u>
Total Expenditures	<u>\$ 680,437</u>	<u>\$ 772,800</u>	<u>\$ 290,371</u>	<u>\$ 772,800</u>	<u>\$ 838,300</u>

Staffing

Administration

	1999	2000	2001
Director of Parks and Recreation	1.00	1.00	1.00
Parks and Recreation Secretary	1.00	1.00	1.00
Clerk II	1.00	1.00	1.00
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Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Park Maintenance

	1999	2000	2001
Superintendent of Maintenance	1.00	1.00	1.00
Supervisor	2.00	2.00	2.00
Clerk II	0.75	0.75	0.75
Construction Skilled Worker	1.00	1.00	1.00
Mechanical Skilled Worker II	1.00	1.00	1.00
Mechanical Skilled Worker	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00
Skilled Worker I	10.00	10.00	10.00
Stores Clerk	1.00	1.00	1.00
Semi-Skilled Worker	7.00	7.00	7.00
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Total FTE Positions	<u>25.75</u>	<u>25.75</u>	<u>25.75</u>

Staffing

Forestry

	1999	2000	2001
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	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u><u>5.00</u></u>	<u><u>5.00</u></u>	<u><u>5.00</u></u>

Recreation

	1999	2000	2001
Superintendent of Recreation	1.00	1.00	1.00
Program Supervisor	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u><u>3.00</u></u>	<u><u>3.00</u></u>	<u><u>3.00</u></u>

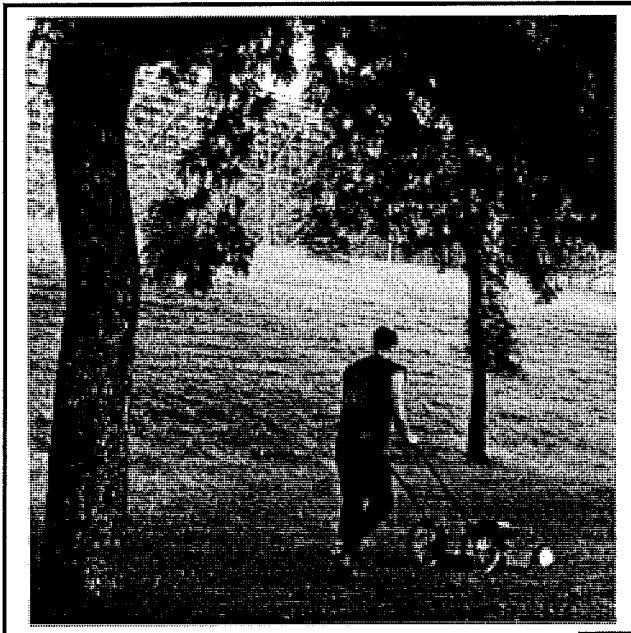
Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Cross-divisional charges include:

- 40% 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 Program Supervisor is charged to Parks & Recreation- Recreation Division.

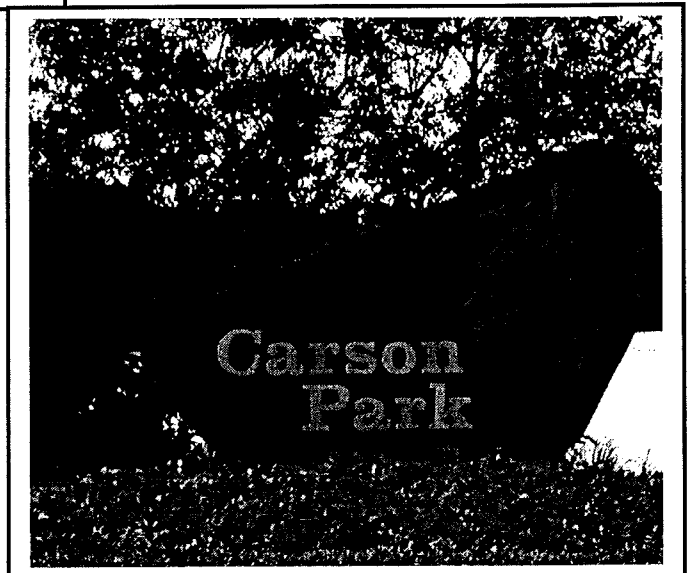
Park Maintenance Operation Highlights

- ◆ Nickelodeon "Big Help" provided the funds and 1,000 "helpers" built an arboretum in Carson Park, planted 2,500 new trees and shrubs at Fairfax Park, and placed vines and signs along the Chippewa River Trail.
- ◆ Soccer continues to grow requiring field maintenance of nearly 50 fields painted throughout the City. The new Soccer Park continues to get heavy use throughout the summer.
- ◆ Carson Park continues to be the hub of community activities. Pavilion use and community events involves the set-up and clean up by park maintenance staff on a daily basis.



Maintenance to Carson Park

Entrance sign on Lake Street

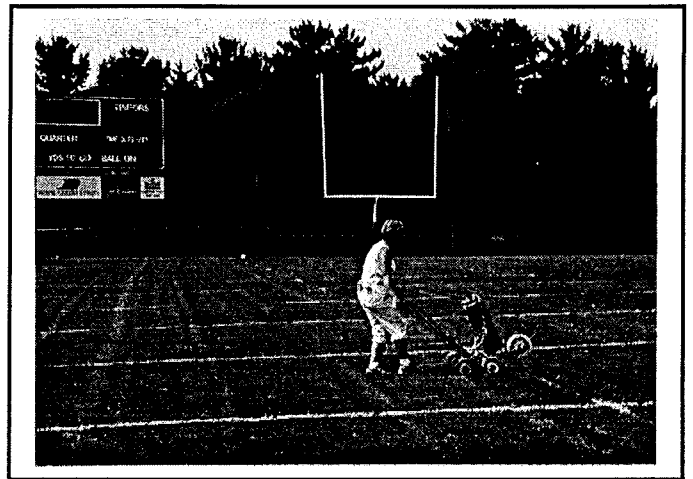


Activities

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

Areas of Assignment

- ◆ Park Maintenance Building
- ◆ 6 parks have maintenance personnel assigned full-time from April to September (2 at Owen Park; 1 at Rod and Gun 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.
- ◆ Mowing of many acres of park land
- ◆ Ballfield maintenance including: dragging, marking and painting foul lines
- ◆ Establishment of football and soccer fields at 3 middle and high schools
- ◆ Flooding of 20 ice rinks
- ◆ Planting and maintaining of 42 flower beds with over 10,000 annual flowers
- ◆ Cleaning of 24 restroom facilities and 8 pavilions
- ◆ Maintenance of 16 modular play structures
- ◆ Maintenance of 17 shelter houses
- ◆ Garbage collection seven days a week from 250 waste receptacles
- ◆ Support to recreation programs
- ◆ Snow plowing of sidewalks and support to street snow plowing operation
- ◆ Harvesting weeds on Half Moon Lake, removing 100 tons of weeds annually
- ◆ Support to community festivals



Above: Football stadium preparation

Left: Staff planting flowers at Carson Park

Facilities

- ◆ Park Maintenance Building
- ◆ 10 community and neighborhood parks, including:

- Owen Park
- Rod & Gun Park
- Riverview Park
- Carson Park
- Mt. Simon Park
- Randall Park
- Wilson Park
- University Park
- Fairfax Park
- Jaycette Park

Special Areas

- Mt. Tom
- Half Moon Beach
- Bay View Park
- Archery Park



Above: Adin Randall statue in Randall Park

- ◆ Hobbs Municipal Ice Center
- ◆ Fairfax Municipal Outdoor Pool
- ◆ 8 miles of cross-country ski trails, including:

- Carson Park
- City Wells
- Fairfax Park

Below: Modular playground unit at Carson Park

- ◆ 15 neighborhood playgrounds, including:

- Beverly Hills
- Boyd
- Buffington
- Cameron
- Demmler
- Grover Heights
- Hobart
- Kessler
- Lee Street
- McDonough
- Mitscher
- Newell
- Oakwood Hills
- Pinehurst
- Zephyr Hill



- ◆ 6 neighborhood playgrounds on elementary school sites, including:

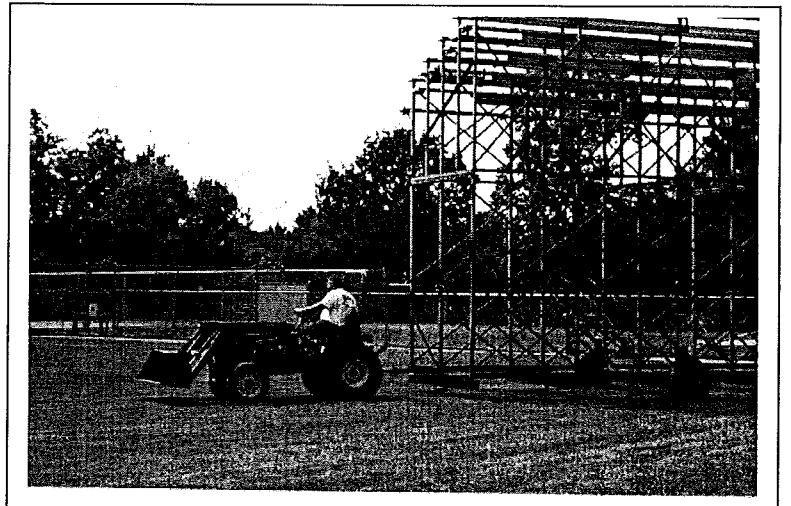
- Lakeshore
- Locust Lane
- Manz
- Putnam Heights
- Roosevelt
- Sam Davey

Athletic & Sport Facilities

- ◆ 15 softball fields
- ◆ 3 baseball fields; 6 little baseball league fields; 2 Babe Ruth baseball fields)
- ◆ Football fields (1 in Carson Park; 17 school fields - laying out and painting of field)
- ◆ Soccer fields (9 soccer fields at Soccer Park and 53 fields as support to soccer programs at school 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)
- ◆ Putnam Heights Softball Fields

Equipment

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



Equipment Replacement

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

The following items will be purchased in 2000:

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

CIP Highlights

Scheduled improvements to various park areas in 2001 are the following:

Wilson Park

- ◆ Repair the fountain with new controls and fountain water jets
- ◆ Change lighting system to new ornamental fixtures

Owen Park Bandshell

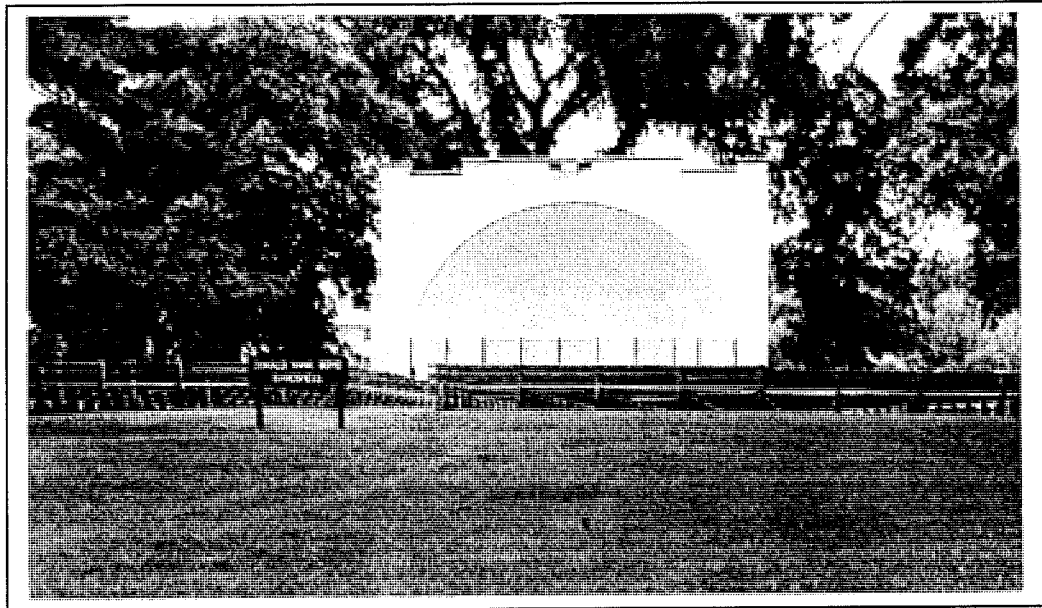
- ◆ Refurbish exterior of the bandshell with upgrade to the electrical equipment

Parking Lot Paving

- ◆ Parking lot improvements to parking lots at Mt. Simon and Riverview Parks

Carson Park – (southeast shoreline)

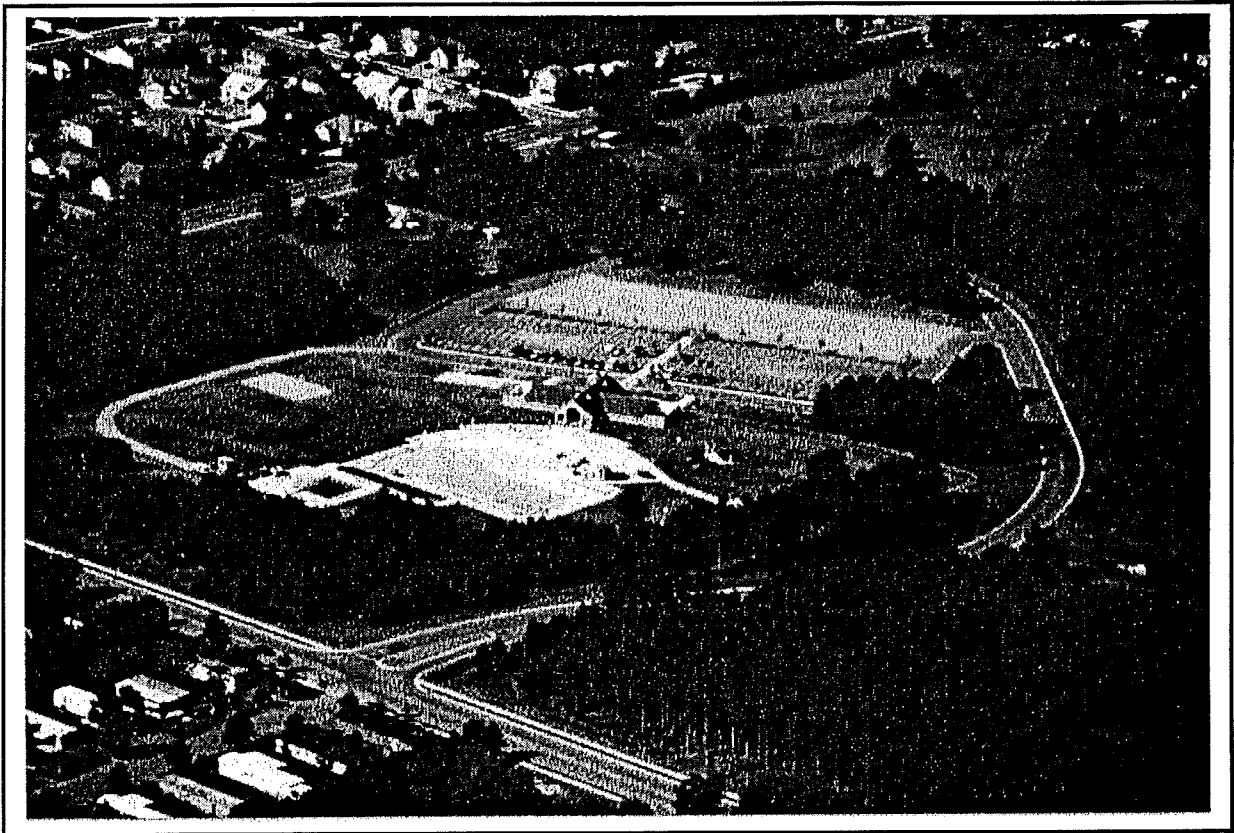
- ◆ Construct a fishing pier and boat launch on southeast side of Half Moon Lake near Lakeshore playground



Donald "Sarge" Boyd Bandshell in Owen Park

Future Outlook

- ◆ Women's NCAA Division III Fastpitch National Tournament is scheduled in May of 2001
- ◆ ISC World Fastpitch Softball Tournament, a ten-day tournament, is scheduled in August of 2001
- ◆ Fairfax Park was reconstructed in 1999 and 2000 creating additional lawn areas, trails, prairie areas and parking on the north half of the park. These improvements complete the master plan developed in 1977.
- ◆ Runway Playground – This North side property will be the newest neighborhood park with the construction of a shelter, skating rink, basketball court, and playground.
- ◆ Work to begin on Phoenix Park as funding allows.



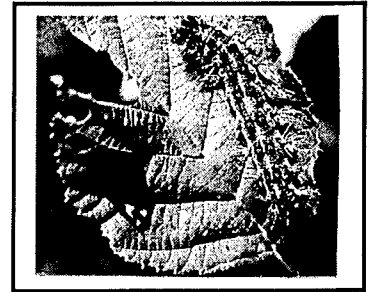
Fairfax Pool before opening for the season

Forestry Division Operation Highlights



*Boulevard Tree along
State Street*

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



Above: Gypsy Moth

Activities

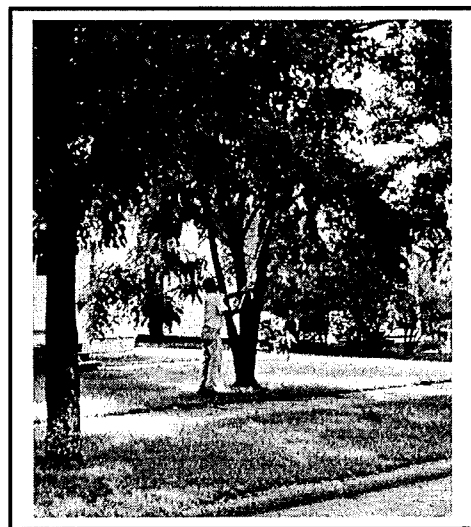
Service Area

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

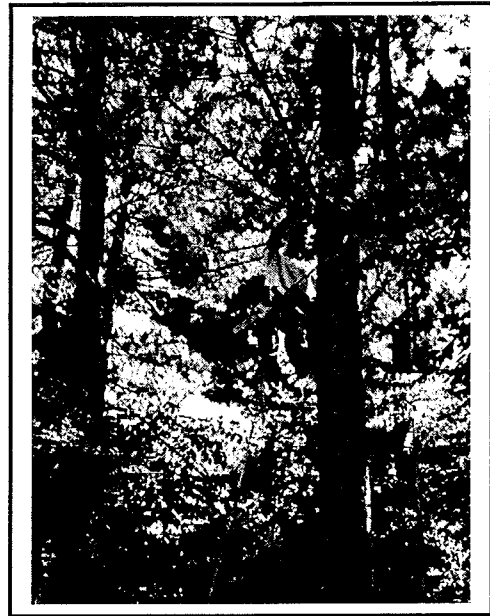
Tree Maintenance on Public Property

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

*Below: Tree trimming to clear
sidewalk*



- ◆ 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



Above: Forestry crew trimming trees

Below left: Discussion with property owner regarding tree concerns



Private Property Consultation with Residents

- ◆ Oak Wilt Disease (175/year)
- ◆ Dutch Elm Disease (100/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

Outside Organizations

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

USDA – Gypsy moth trapping; other insect and disease programs

NSP – 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 (50')
- ◆ 1 tri-axle truck (w/Prentice Loader)
- ◆ 2 pick-up trucks
- ◆ 2 brush chippers
- ◆ 1 stump router
- ◆ Chain saws



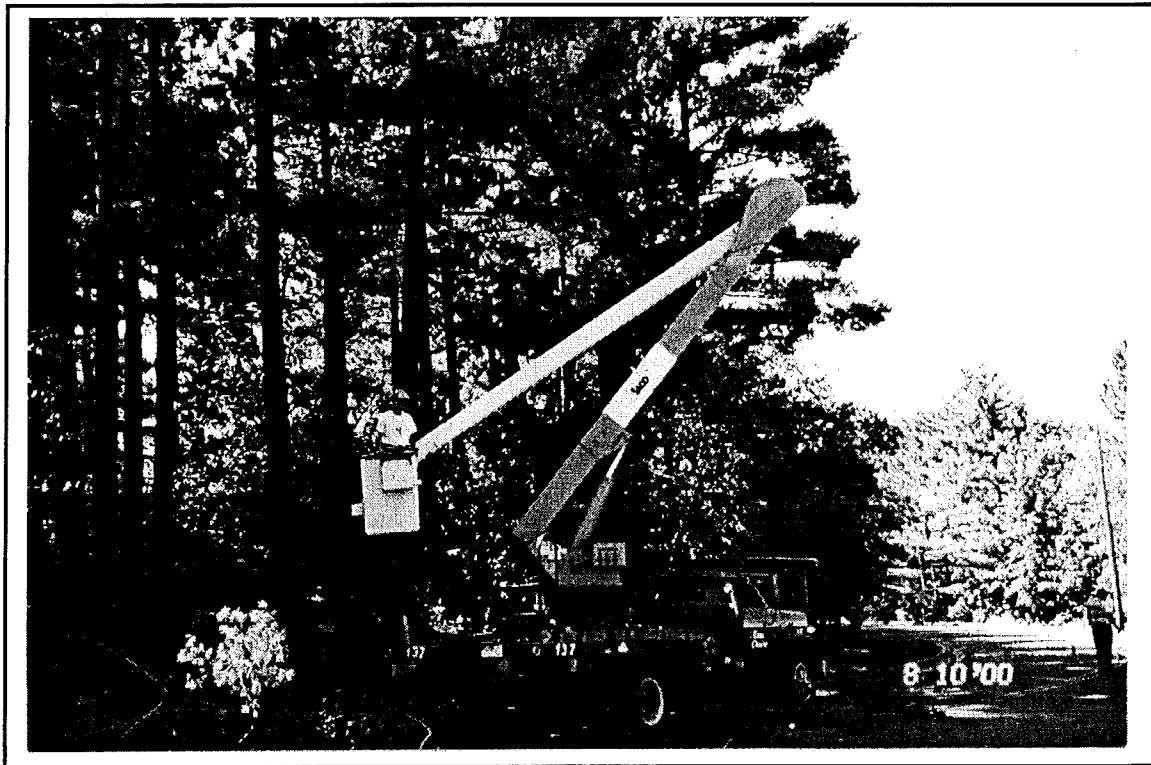
Tree maintenance at Carson Park

Equipment Replacement

- ◆ Purchase of additional pick-up truck
- ◆ Purchase of four chainsaws at a total cost of \$2,000

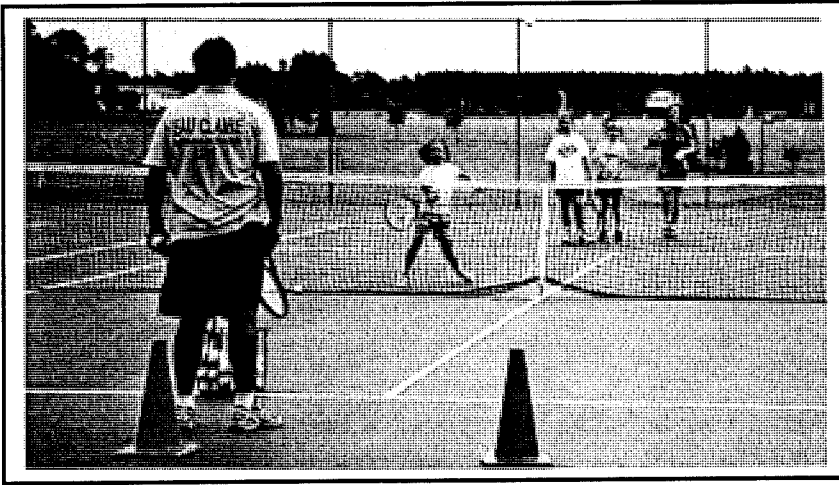
Future Outlook

- ◆ The issue of handling trees on street construction projects has recently come to the forefront. It is anticipated that substantial additional forestry staff time is going to be needed if the forestry staff is to be involved with street design and/or on-site supervision during street construction projects.
- ◆ Although the Dutch Elm era is basically over, the Oak Wilt problem is increasing. Dealing with Oak Wilt, maintaining the trees that are planted on the boulevards and clean up from windstorms throughout the year has led to the need for additional workers.



Forestry staff using unit #137 to reach the top of trees

Recreation Division Operation Highlights



Tennis lessons

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.

Activities

- ◆ A variety of activities will be offered to meet the needs of the community
- ◆ The program emphasis will be to encourage participation and to teach life-long skills
- ◆ Competition will be an element of both youth and adult sports, with an emphasis on sportsmanship and fair play
- ◆ Several activities will be planned to allow family participation
- ◆ Program fees will be set with consideration for individual and family budgets
- ◆ Several free programs will be included in program offerings
- ◆ Two recreation program brochures distributed annually to City residents with a circulation of 30,000
- ◆ Approximately 8,500 individual program registrations (does not include adult sport registrations)
- ◆ Approximately 730 picnic pavilion reservations
- ◆ 85 high school and college varsity softball, baseball, and softball game reservations in Carson Park
- ◆ Approximately 75-80 special event reservations coordinated by staff

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

The recreation division is responsible for the operation of 22 different playground sites in the summer and 16 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.

1999 Enrollment Figures - from our most popular programs

Instruction

Adult Golf	175
Youth Baton	96
Youth Gymnastics	420
Youth Tennis	112
Youth Karate	106
Youth Golf	126

Athletic Programs

Men’s Basketball	122
Adult Volleyball	957
Youth Baseball	322
Youth Basketball	105
Youth Hockey	323
Youth Soccer	677

Indoor Aquatics

Youth Swim Lessons	2,677
Adult Water Fitness	182

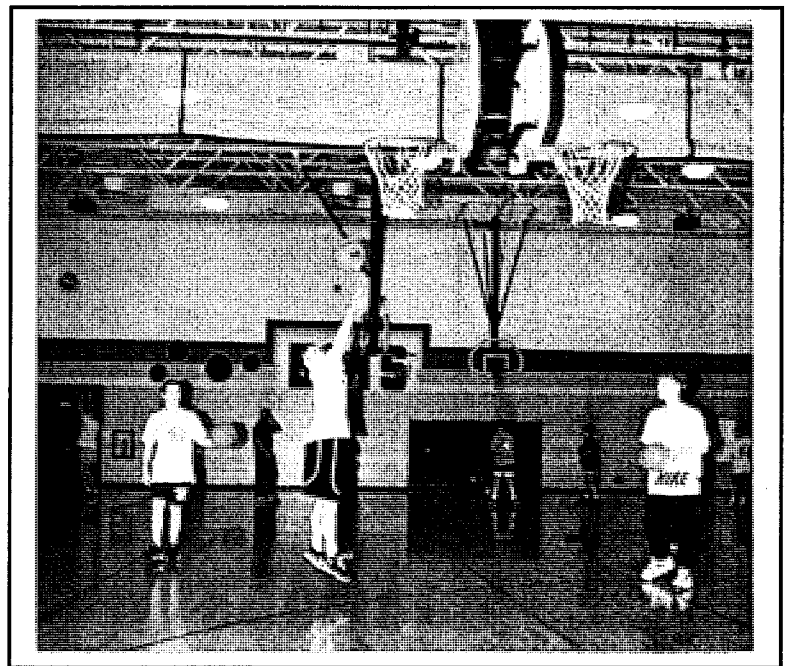
(five indoor school pools utilized for lap swim, open swim, and water fitness)

Softball Programs

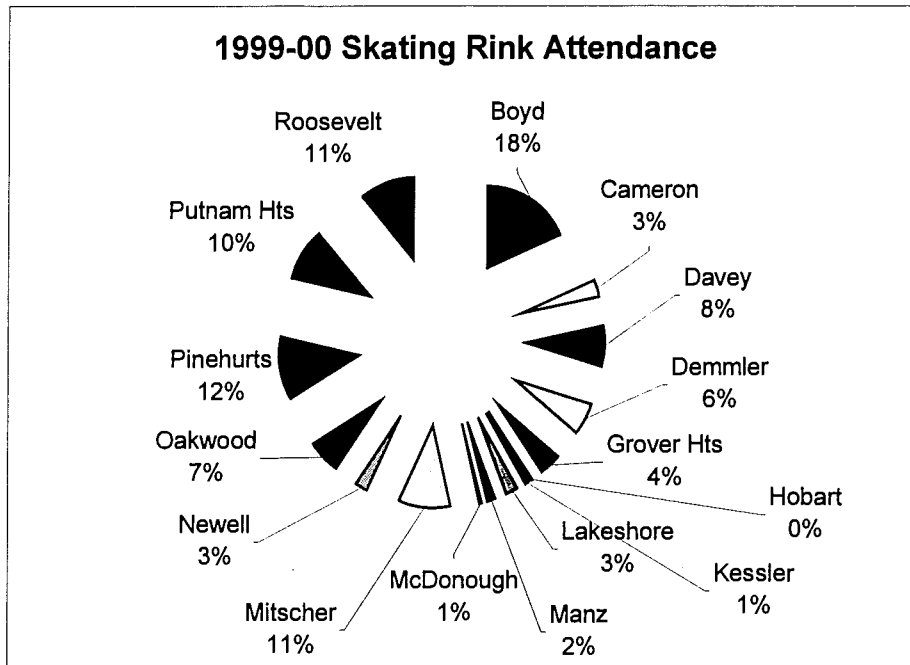
Adult Softball	1,622
Girls Fastpitch	189

Community Programs

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



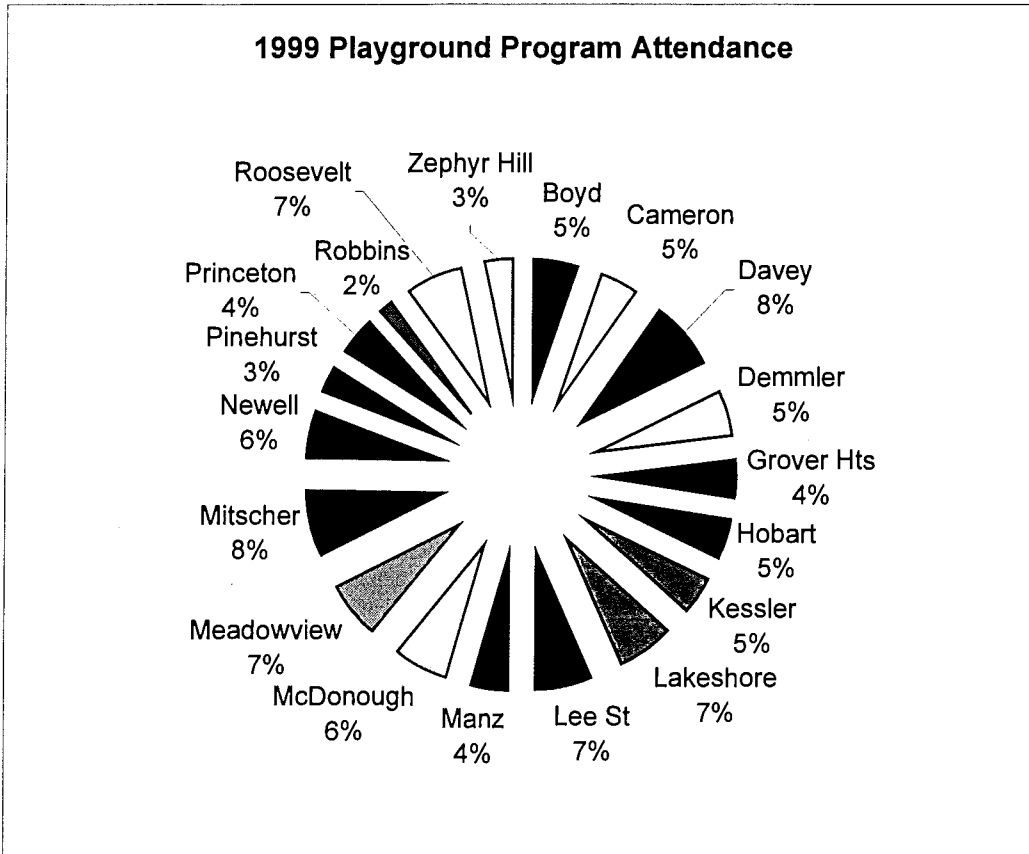
Youth basketball program at Delong Middle School



- ◆ Boyd- #1 site average 45 skaters per day
- ◆ Total attendance in 1999-00 was 13,867



Annual winter skating games



- ◆ Sam Davey #1, averaging 31 kids/day
- ◆ Total attendance in 1999 = 15,559



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)
- ◆ 22 neighborhood playgrounds (eight-to ten-week summer session); activities include games, arts and crafts, special events
- ◆ 16 supervised neighborhood skating rinks
- ◆ 2 new shelter houses have been constructed – Grover Heights & Lakeshore School
- ◆ Program for special needs children offered at Putnam Heights School

Equipment

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

Equipment Replacement

Replacement of major equipment at the pool and/or the ice center is outlined in specific areas of these brochures. Other than that, the recreation division does not have any major equipment replacement planned.

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.

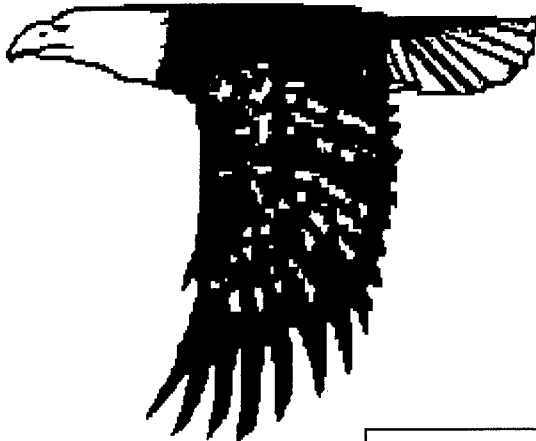
Future Outlook

- ◆ Growth in programming especially in the area of family, pre-school and teen populations will be difficult without additional professional staff.
- ◆ The popularity of current programs being offered remains very high in the community.
- ◆ As a neighborhood association develops, there is, and will be, an increased interest in neighborhood based programming. This is particularly true with summer playgrounds and winter skating rinks.
- ◆ Recruiting enough part-time employees to adequately staff programs and facilities is becoming increasingly difficult. Therefore, a lot more time, energy, and money will need to be spent on recruiting.
- ◆ To remain competitive in the recruitment of part-time and seasonal staff, wage increases may be needed.



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. The Department embodies the following characteristics: Integrity, commitment, caring 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

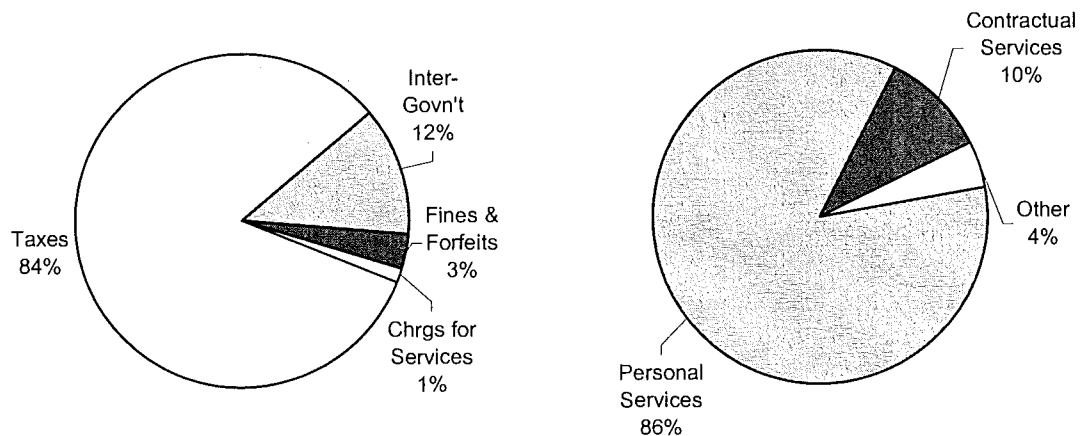
The Police Department provides service to the community through both traditional and innovative approaches. Officers are dispatched by radio to calls for service and to investigate violations of Federal, State and Local laws and ordinances. This is supplemented by two Community-Oriented Policing areas 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 2000”, an award-winning program of crime prevention and community update for the area.
- ◆ The Department participates in and coordinates the Multi-Agency Response Team for Youth (MARTY) in cooperation with the Eau Claire County Department of Human Services.
- ◆ 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

	1999 Actual	2000 Adopted Budget	2001 Proposed Budget	%
				Change
Revenues				
Intergovernmental:				
Federal Aid-Other	\$ 615,452	\$ 190,000	\$ -	
State Aid-Mun. Services	225,424	244,485	247,500	1%
Comm. Center Reimburse.	767,910	874,500	906,800	4%
Fines & Forfeits:				
Court Penalties & Costs	207,264	168,750	187,500	11%
Parking Violations	182,512	150,000	150,000	0%
Charges for Services:				
Police Dept. Fees	29,174	35,000	35,000	0%
Liason Officer Reimburse.	84,700	85,500	88,100	3%
CDBG funding	73,709	80,900	82,500	2%
Gen. Purpose (tax) Rev.	<u>7,070,098</u>	<u>7,675,765</u>	<u>8,219,900</u>	7%
Total Revenues	<u>\$ 9,256,243</u>	<u>\$ 9,504,900</u>	<u>\$ 9,917,300</u>	4%

Expenditures				
Personal Services	\$ 7,905,556	\$ 8,184,200	\$ 8,465,000	3%
Contractual Services	893,556	933,900	1,022,600	9%
Utilities	42,018	46,800	54,200	16%
Fixed Charges	144,400	144,400	144,400	0%
Materials & Supplies	152,802	180,100	188,200	4%
Capital Outlay	<u>117,911</u>	<u>15,500</u>	<u>42,900</u>	177%
Total Expenditures	<u>\$ 9,256,243</u>	<u>\$ 9,504,900</u>	<u>\$ 9,917,300</u>	4%



Budget Overview

EXPENDITURES

CONTRACTUAL SERVICES

The major changes to contractual services include an increase of \$45,000 in equipment rental charges. The rental rate for squad cars was increased to meet the actual replacement costs. Building rental paid to the County totals \$192,800. The Communication Center is also charged \$1,900 as rent for the backup center.

UTILITIES

An additional \$6,000 was approved in the Communication Center to establish a maintenance/support agreement with Ameritech for Positron Equipment.

MATERIALS & SUPPLIES

The major items under Materials and Supplies include the purchase of 24 portable radios, office equipment for the Records Division, a digital camera and related equipment in the Detective Division, rifle sights, and body armor replacements in the Patrol Division.

CAPITAL OUTLAY

Capital expenditures include security and shelving for the former Vine Street fire station which is being used by the Police Department, tactical surveillance equipment, tactical ballistic vests, 7 computers for the Detective Division and two portable alarm systems.

Expenditures by Division

Administration

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 185,252	\$ 151,600	\$ 66,030	\$ 151,600	\$ 155,700
Contractual Services	241,226	272,900	129,690	272,900	303,400
Utilities	3,181	3,800	1,870	3,800	3,800
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	27,101	36,400	9,888	19,400	37,800
Capital Outlay	12,448	6,000	-	6,000	7,000
Total Expenditures	\$ 471,008	\$ 472,500	\$ 208,378	\$ 455,500	\$ 509,500

Administrative Services

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 812,695	\$ 951,500	\$ 458,341	\$ 961,500	\$ 1,048,100
Contractual Services	38,545	43,200	25,783	43,200	42,900
Utilities	6,666	7,400	3,398	7,400	7,800
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	29,924	37,700	22,280	40,400	38,700
Capital Outlay	4,512	-	3,193	-	-
Total Expenditures	\$ 903,842	\$ 1,051,300	\$ 518,745	\$ 1,064,000	\$ 1,149,000

Patrol Division

	1999 Actual	2000 Adopted	2000 6 Month Actual	2000 Estimated	2001 Budget
Personal Services	\$ 4,810,880	\$ 4,831,300	\$ 2,170,486	\$ 4,981,500	\$ 4,974,400
Contractual Services	436,785	442,900	200,293	442,900	460,300
Utilities	9,839	11,500	4,963	11,500	11,500
Fixed Charges	98,900	98,900	49,450	98,900	98,900
Materials & Supplies	66,295	72,700	41,084	139,700	75,700
Capital Outlay	55,791	9,500	18,792	48,700	20,900
Total Expenditures	\$ 5,478,490	\$ 5,466,800	\$ 2,485,068	\$ 5,723,200	\$ 5,641,700

Expenditures by Division

Detective Division

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 1,192,728	\$ 1,276,100	\$ 590,358	\$ 1,276,100	\$ 1,289,300
Contractual Services	114,669	91,000	31,916	91,000	120,000
Utilities	8,917	8,500	4,813	8,500	9,000
Fixed Charges	27,500	27,500	13,750	27,500	27,500
Materials & Supplies	18,527	23,500	13,086	23,500	23,800
Capital Outlay	-	-	-	-	15,000
Total Expenditures	<u>\$ 1,362,341</u>	<u>\$ 1,426,600</u>	<u>\$ 653,923</u>	<u>\$ 1,426,600</u>	<u>\$ 1,484,600</u>

Communication Center

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 904,001	\$ 973,700	\$ 427,782	\$ 973,700	\$ 997,500
Contractual Services	62,331	83,900	23,648	83,900	96,000
Utilities	13,415	15,600	5,355	15,600	22,100
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	10,956	9,800	3,918	9,800	12,200
Capital Outlay	45,160	-	-	-	-
Total Expenditures	<u>\$ 1,040,562</u>	<u>\$ 1,087,700</u>	<u>\$ 463,054</u>	<u>\$ 1,087,700</u>	<u>\$ 1,132,500</u>

Staffing

Administration

	1999	2000	2001
Police Chief	1.00	1.00	1.00
Police Secretary	1.00	1.00	1.00
Total FTE Positions	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Administrative Services

	1999	2000	2001
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	7.00	9.00	9.00
Total FTE Positions	<u>15.00</u>	<u>17.00</u>	<u>17.00</u>

Patrol Division

	1999	2000	2001
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	59.00	59.00	59.00
Total FTE Positions	<u>74.00</u>	<u>74.00</u>	<u>74.00</u>

Staffing

Detective Division

	1999	2000	2001
Deputy Chief/Captain	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00
Sergeant	2.00	2.00	2.00
Investigator	13.00	14.00	14.00
Law Enforcement Support Assistant	1.00	-	-
	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>
Total FTE Positions	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>

Communication Center

	1999	2000	2001
Law Enforcement Information System Manager	1.00	1.00	1.00
Communication Center Supervisor	3.00	3.00	3.00
Telecommunicator I	15.00	15.00	15.00
	<u>19.00</u>	<u>19.00</u>	<u>19.00</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 2000”, 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 is being converted to provide some secure storage, a warehouse on Ninth Avenue, and a small garage area in the old City Shops building, which is being discontinued.

Headquarters Secure Storage

A small area inside headquarters is used for weapons, drugs and other especially sensitive evidence.



Ninth Avenue Storage

A warehouse on Ninth Avenue is used for storage of lost and found property, including hundreds of bicycles recovered each year.



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 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.

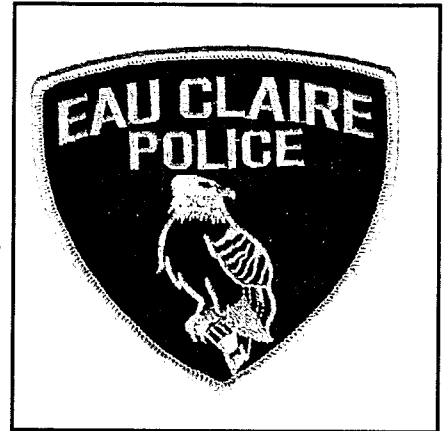


“A Night Out on Crime”

A Crime Prevention Officer explains home security to area residents.

Patrol Division Operation Highlights

The Patrol Division is responsible for providing traditional police services, and also for handling the vast majority of community issues directed to the department. As the most visible and available local government agents, patrol officers are routinely called upon for information and mediation services.

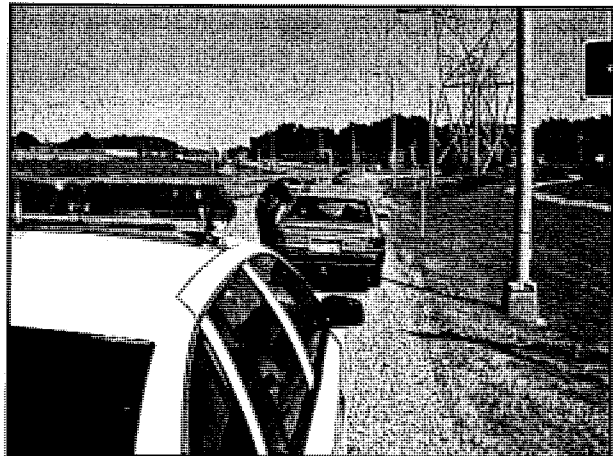


Activities

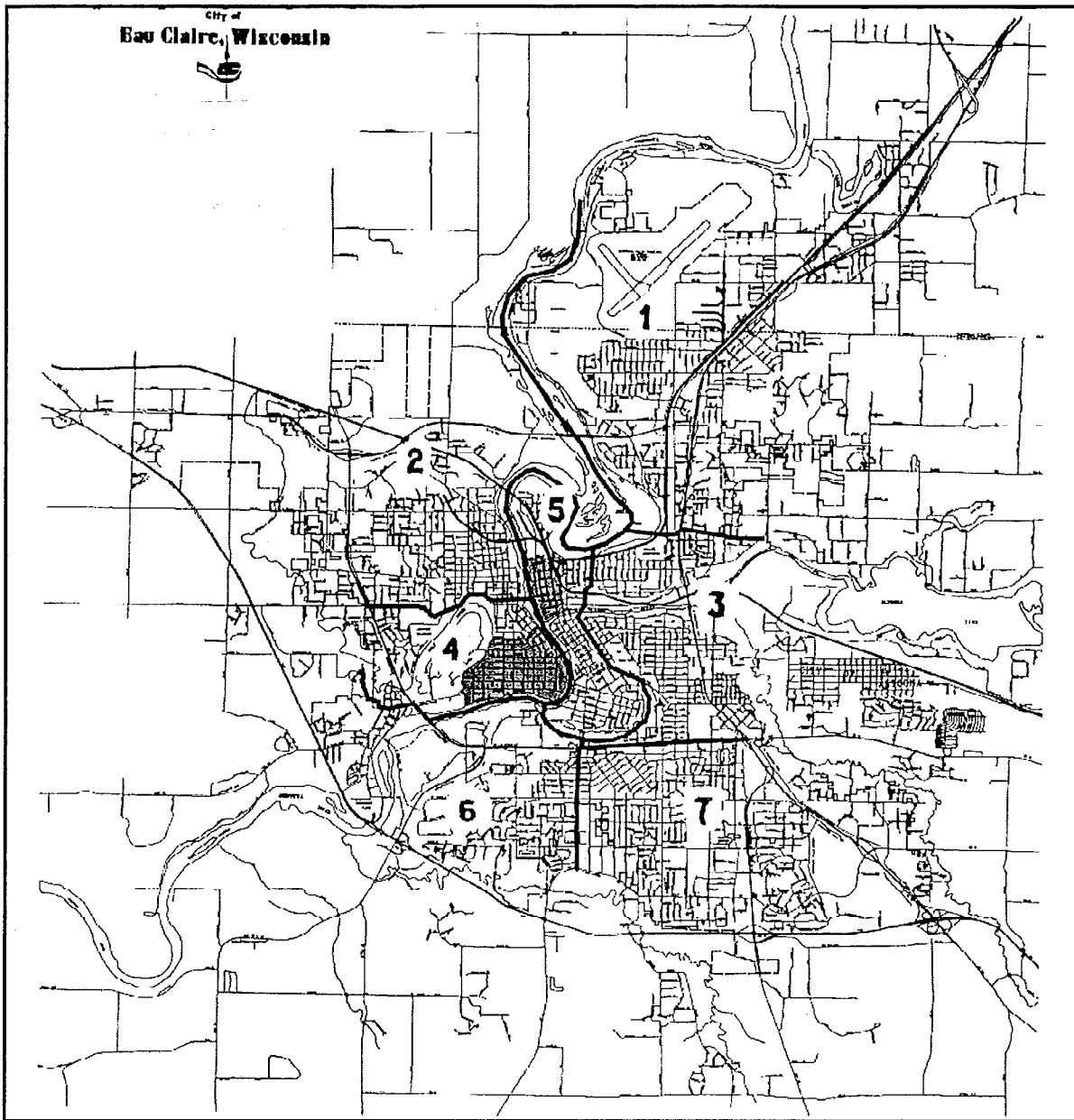
In order to provide 24-hour service, the Patrol Division is organized into four shift teams. The three main teams have about sixteen officers per team. Each team conducts two, fifteen-minute briefings before the shifts change at 7:00 a.m., 3:00 p.m. and 11:00 p.m. The two briefing system allows an overlap between the teams 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 assumes 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 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 stretch staffing.

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.

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.

COPs meeting with Lakeshore School and North Riverfront staff



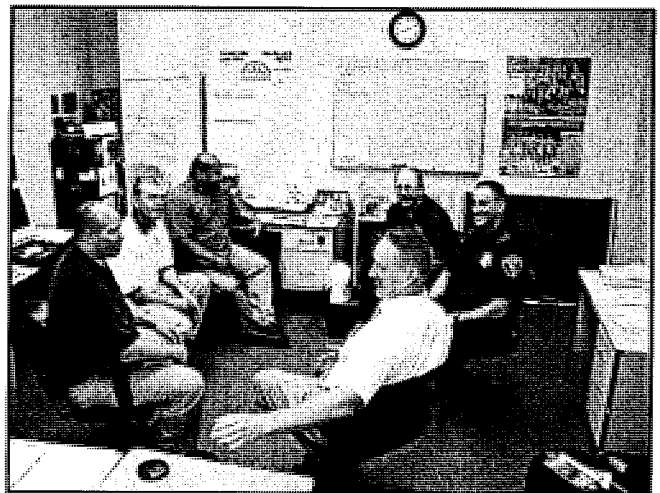
*COPs at "A Night Out On Crime" Event
Fingerprinting and photographing
children for safe kids program.*



Multi-Agency Response Team for Youth (MARTY)

MARTY is a coalition of the ECPD, Eau Claire County Sheriff's Department and Department of Human Services. They contact youths at risk and their families before they become involved in the Juvenile Justice System. The goal is to prevent violations and in the process save the resources that would be needed to intervene in a more costly manner at a later time.

*Multi-Agency Response Team for Youth
MARTY team discussing issues. The team includes
a Sergeant, four School Liaison Officers, two Patrol
Officers, and two Social Workers.*



Community Service Officers

Community Service Officers (CSOs) 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.



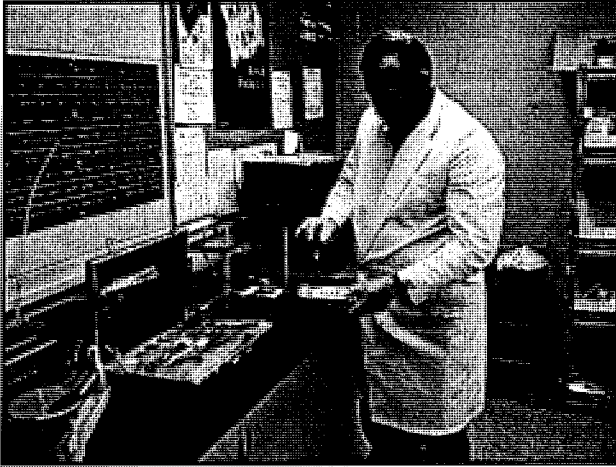
CSO's shown with photographic equipment

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. His career should continue for several more years.



Detective Division Operation Highlights



The Detective Division concentrates on criminal investigations usually initiated in the Patrol Division. They use techniques such as polygraph examinations and the State Crime Laboratories' Automated Fingerprint Identification System to identify suspects. They are also beginning to use digital photographic imaging and advanced video surveillance technology.

Detective shown raising prints on evidence

Activities

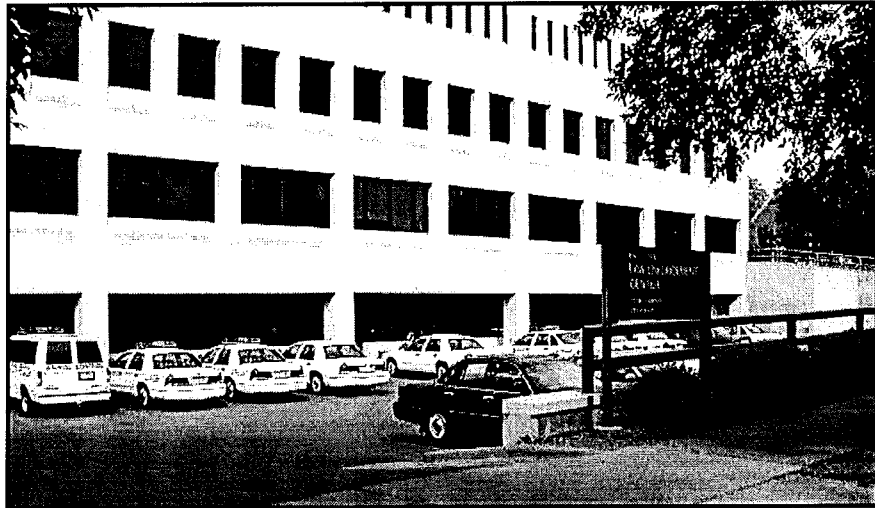
The Division is organized by specialties. The supervisors assign cases based on the type of crime involved and solvability factors.

- ◆ 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 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
- ◆ Storage warehouse, 900 Ninth Avenue
- ◆ 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

Equipment Replacement

Vehicles are leased from the city and replaced on rotation or as needed. Uniforms, concealable body armor, and other equipment are replaced based on condition.



CIP Highlights

- ◆ Headquarters building replacement
- ◆ Alarm system for secure storage facility at 2010 Sixth Street
- ◆ Shotgun holosights
- ◆ Shotgun forearm lights
- ◆ Crisis phone replacement
- ◆ Detective furniture replacement
- ◆ Additional desktop computers
- ◆ Technology upgrade

Future Outlook

- ◆ Replace many of the department's portable radios; this is in progress.
- ◆ Expand the Law Enforcement Space. Increased staff levels and operations during 20+ years in the leased space at the Law Enforcement Center have left the police facility crowded.
- ◆ Plan for the replacement of the department's sidearms. The firearms committee is looking at options.
- ◆ Continue to seek the use of volunteers in order to maintain certain types of services without having to significantly increase the budget.
- ◆ Address the issue of property storage, both high-security and of lesser security.
- ◆ Expand the department-wide use of digital cameras. Mug shots and some Detective Division photographs are already in a digital format. This would simplify the archiving of photographs.
- ◆ Develop an automated system to track pawnshop transactions.
- ◆ Anticipate a transition to digital photography and Power Point presentations in the Special Services Bureau for training, safety presentations and public relations.
- ◆ Expand computer networking and related security with other public service agencies.
- ◆ Explore voice recognition software to tape reports that now involve many hours of work and would greatly expedite this labor-intensive task.
- ◆ Introduce advanced surveillance equipment.
- ◆ Maintain the department's training partnerships with local and area schools of higher education and develop relationships with other sources.
- ◆ Consider future staffing needs as the city grows, additional population, square miles of territory and miles of streets.
- ◆ Address issues underlying neighborhood criminal activity through the Community-Oriented Policing Program.
- ◆ Consider realigning the patrol areas.
- ◆ Prepare to replace K-9 Arko at the end of his working career.

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 1999 data.

1999 Communication Center Data		
Case numbers assigned	57,550	
Incidents tracked in CAD	72,048	
911 calls received	14,751	*
Non-emergency calls	200,000	(est)
Radio receives	1,459,682	
Radio transmissions	917,506	
* does not include cellular 9-1-1 calls		

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 countywide siren activation)
- emergency government link
- public and agency resource center
- central TIME system computers provide driver status, vehicle registration, probation/parole status, 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 serves to enhance the Telecommunicators' ability to provide quality service to the community. The radio dispatch consoles are computerized as is the access to the great number of computerized data bases and records programs that are needed in public safety dispatch. A voice-logging machine records all the radio and telephone traffic.



This photo shows 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.

The Enhanced 9-1-1 system, which was implemented county-wide in July 1999, 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 initially. 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 county-wide 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. The Capital Improvement Program includes replacement of the computers, servers and other equipment on a rotating basis.

Equipment Replacement

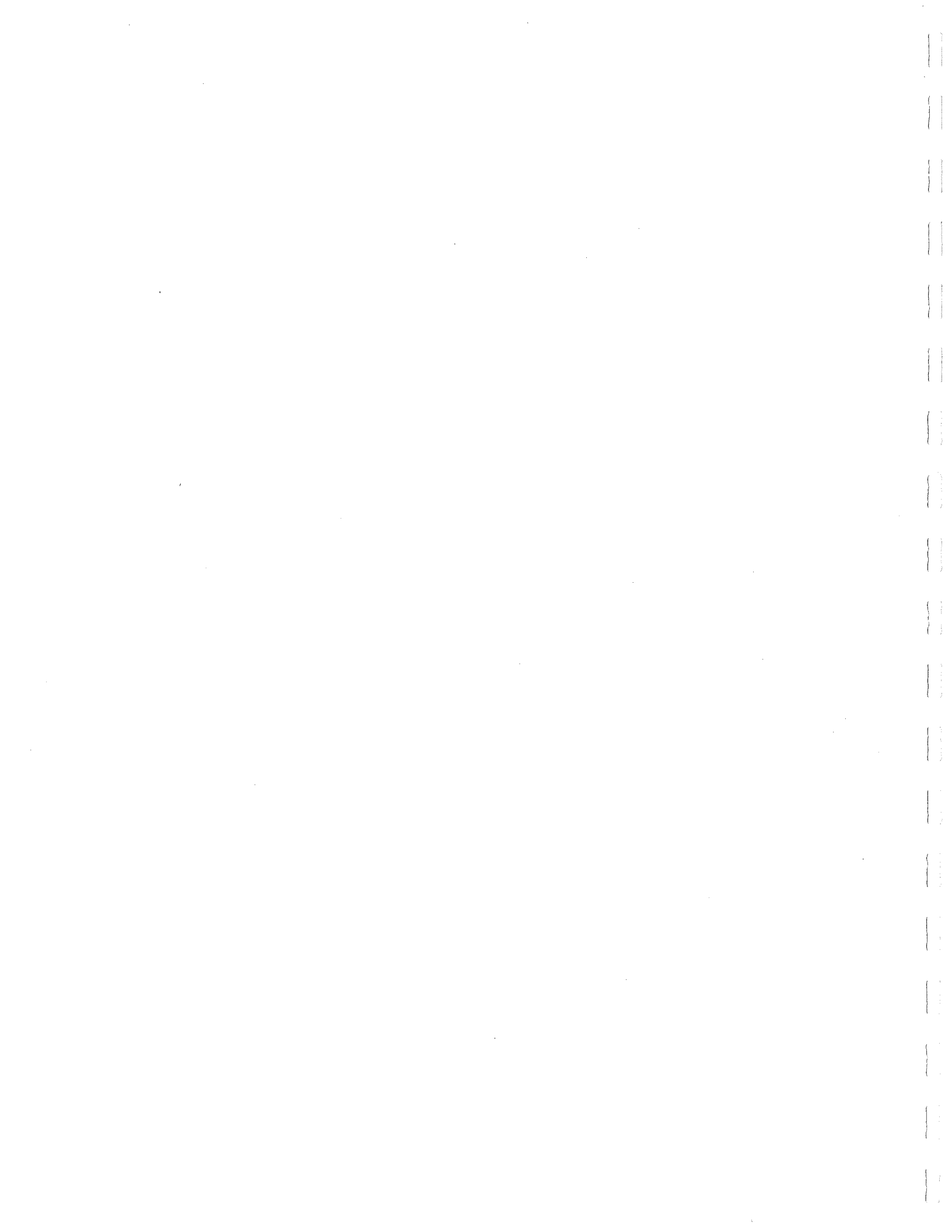
Equipment replacement is one of the major issues addressed in the CIP. While the center was near state-of-the-art when it was designed, technology has advanced at a rapid pace. In addition, the electronic equipment experiences heavy use that exceeds even commercial standards.

CIP Highlights

- ◆ Comprehensive review of the City/County radio system and other technology
- ◆ One console position and equipment
- ◆ Regularly scheduled replacement of computers and servers
- ◆ Call Reporter software
- ◆ Radio console upgrade to Windows NT
- ◆ NetClock time synchronizer

Future Outlook

- ◆ The Eau Claire Communication Center will receive more requests for services as the Chippewa Valley continues to grow. This growth will require an increase in line staff in the Communication Center. The addition of a Public Safety Technician/Operations position may optimize the technological capabilities available to Center staff.
- ◆ The current facility does have room for an additional console position that will be needed when there is an increase in staff.
- ◆ Decrease line task assignments for Communications Center supervisors, freeing them for supervisory tasks.
- ◆ Technological advances, changing departmental needs and a more complex radio environment will necessitate assessment and planning to guide us in the future development of the county-wide radio system.



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.



The City of Eau Claire Fire Department consists of 3 divisions:

- ◆ Fire Administration
- ◆ Fire Operations
- ◆ Fire Inspection

Programs & Services

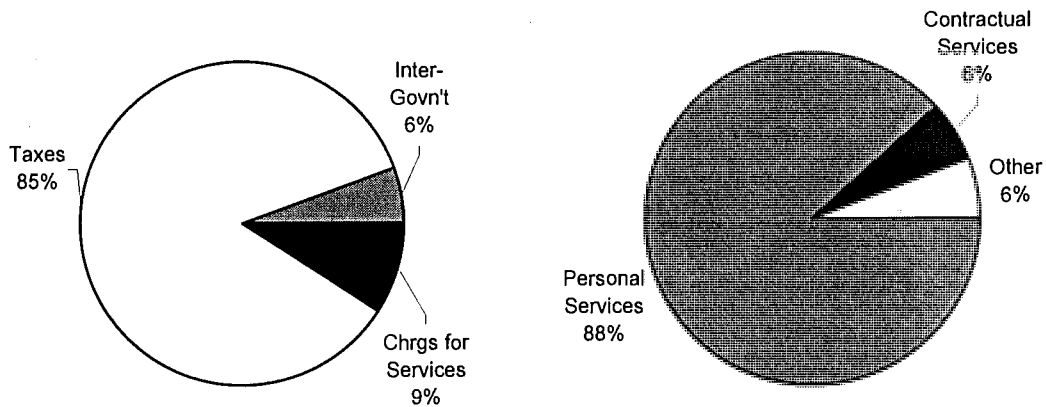
24/7/365

- ◆ 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

	1999 <u>Actual</u>	2000 <u>Adopted Budget</u>	2001 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intergovernmental:				
State Aid-Fire Ins. Tax	\$ 84,163	\$ 80,000	\$ 85,000	6%
State Aid-Under. Tanks	16,836	20,000	15,000	-25%
State Aid-Mun. Services	275,519	298,815	302,500	1%
Charges for Services:				
Fees	7,534	12,100	12,100	0%
Ambulance Fees	652,979	675,000	600,000	-11%
Haz-Mat B Response	41,000	34,000	34,000	0%
Gen. Purpose (tax) Rev.	<u>5,550,062</u>	<u>5,797,785</u>	<u>6,094,900</u>	5%
Total Revenues	<u>\$ 6,628,093</u>	<u>\$ 6,917,700</u>	<u>\$ 7,143,500</u>	3%
Expenditures				
Personal Services	\$ 5,828,504	\$ 6,107,900	\$ 6,307,400	3%
Contractual Services	388,702	437,300	424,800	-3%
Utilities	49,618	57,800	60,000	4%
Fixed Charges	126,290	127,900	127,900	0%
Materials & Supplies	200,723	171,700	197,900	15%
Capital Outlay	<u>34,256</u>	<u>15,100</u>	<u>25,500</u>	69%
Total Expenditures	<u>\$ 6,628,093</u>	<u>\$ 6,917,700</u>	<u>\$ 7,143,500</u>	3%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The 2001 budget proposes to add 3 entry-level firefighter positions at a cost of \$135,100 plus uniforms and equipment. The addition of staff will enable the North Hastings Fire Station to be converted from “combination” status to a full response station. The budget also includes \$7,200 to reclassify 3 firefighters to paramedic status. The cost of the new positions has been offset in year 2001 by savings realized when retiring firemen are replaced with new personnel that are at the beginning of the pay schedule. In addition, the cost of health insurance decreased due to some firefighters choosing different coverage.

CONTRACTUAL SERVICES

Payment for Prior Service is a pension fund for those employees who retired under a previous Wisconsin Retirement System plan. It is a variable line, based on the number of living retirees who are drawing on the system. This cost is projected to decrease by \$10,900.

UTILITIES

All utility lines were adjusted based on the rate prediction for the upcoming year.

MATERIALS & SUPPLIES

The uniform line has increased by \$11,300 due to the addition of 3 new positions. The equipment replacement includes 2 fax machines, maintenance equipment, living quarters furnishings, fire rakes, portable batteries, 3 scuba dry suits and EMS equipment.

CAPITAL OUTLAY

Capital purchases in the Fire Department consist of a rapid response inflatable rescue boat, Rescue-Annie training mannequin, maintenance equipment and a Hurst Power Head Cutter.



Expenditures by Division

Administration

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 232,050	\$ 231,600	\$ 96,185	\$ 231,600	\$ 235,600
Contractual Services	134,131	173,600	73,176	173,600	175,500
Utilities	49,617	57,800	25,251	57,800	60,000
Fixed Charges	3,200	3,200	1,600	3,200	3,200
Materials & Supplies	29,855	21,100	11,518	21,100	29,700
Capital Outlay	1,185	9,100	-	9,100	5,500
Total Expenditures	\$ <u>450,039</u>	\$ <u>496,400</u>	\$ <u>207,729</u>	\$ <u>496,400</u>	\$ <u>509,500</u>

Operations

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 5,336,238	\$ 5,605,200	\$ 2,553,727	\$ 5,605,200	\$ 5,792,700
Contractual Services	240,333	259,300	129,746	239,300	244,800
Fixed Charges	117,490	119,100	59,550	119,100	119,100
Materials & Supplies	158,727	141,400	59,860	166,400	158,700
Capital Outlay	33,071	4,800	5,126	4,800	18,800
Total Expenditures	\$ <u>5,885,859</u>	\$ <u>6,129,800</u>	\$ <u>2,808,008</u>	\$ <u>6,134,800</u>	\$ <u>6,334,100</u>

Inspection

	<u>1999 Actual</u>	<u>2000 Adopted</u>	<u>2000 6 Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
Personal Services	\$ 260,216	\$ 271,100	\$ 114,669	\$ 271,100	\$ 279,100
Contractual Services	14,238	4,400	2,691	4,400	4,500
Fixed Charges	5,600	5,600	2,800	5,600	5,600
Materials & Supplies	12,141	9,200	2,560	10,400	9,500
Capital Outlay	-	1,200	-	-	1,200
Total Expenditures	\$ <u>292,195</u>	\$ <u>291,500</u>	\$ <u>122,719</u>	\$ <u>291,500</u>	\$ <u>299,900</u>

Staffing

Administration

	1999	2000	2001
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> </u>	<u> </u>	<u> </u>
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Operations

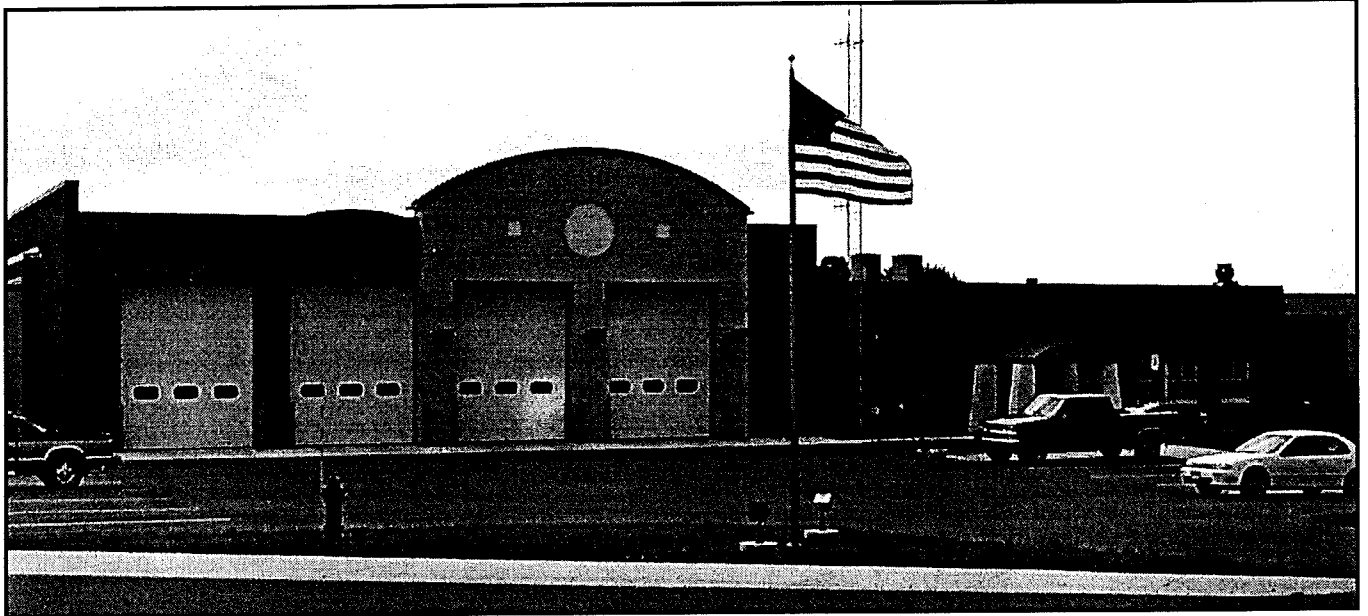
	1999	2000	2001
Deputy Chief	1.00	1.00	1.00
Battalion Chief	4.00	4.00	4.00
Fire Captain	6.00	6.00	6.00
Fire Lieutenant	12.00	12.00	12.00
Fire Equipment Operator	21.00	21.00	21.00
Firefighter	43.00	43.00	46.00
	<u> </u>	<u> </u>	<u> </u>
Total FTE Positions	<u>87.00</u>	<u>87.00</u>	<u>90.00</u>

Inspection

	1999	2000	2001
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> </u>	<u> </u>	<u> </u>
Total FTE Positions	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

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

Fire Administration Highlights



Station 9 – 3611 Campus Road

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 insure continued high quality and efficient emergency service delivery

- ◆ Coordinate planning for training requirements
- ◆ Expansion of services and/or improvement of 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
- ◆ Administration of special grant projects, such as “Project Impact”, 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 firefighter's 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 good and welfare of, the fire service



Administrative Team with Governor Thompson for Sprinkler Bill Signing

Maintain compliance with national and state standards and codes

- ◆ Comply with the State Department of Commerce regulations for employee health and safety standards
- ◆ Plan and budget for improvements to meet nationally recognized fire service standards
- ◆ Work with Department Safety Committee to insure safe and compliant working conditions including firefighter personal protective equipment

Maintain positive working relationships and Mutual Aid agreements with surrounding departments

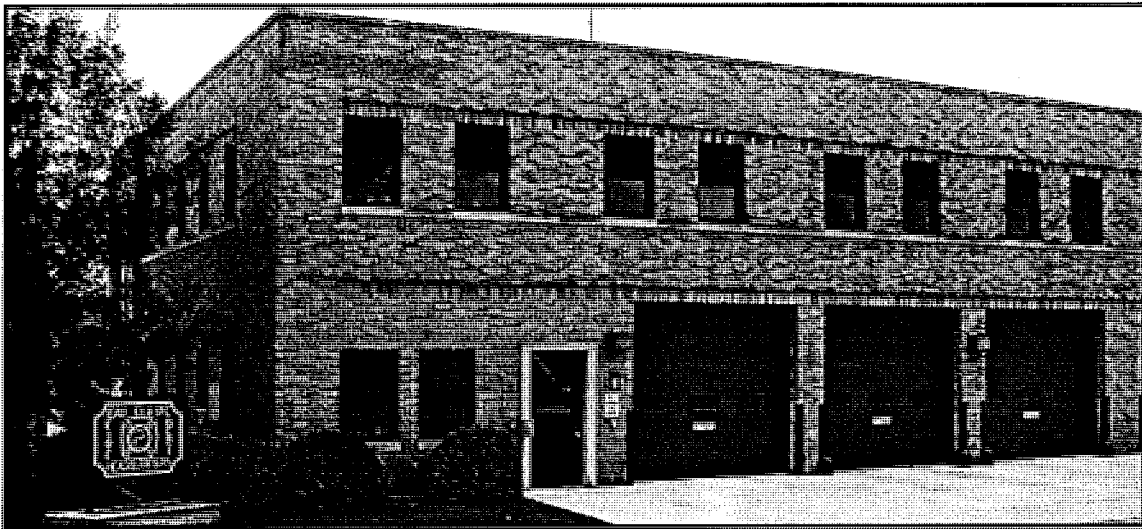
- ◆ Active participation with Eau Claire County Fire Chief's Association
- ◆ Promote educational opportunities for all departments through this association
- ◆ Review and update mutual aid agreements in the best interest of the citizens
- ◆ Promote inter-departmental training opportunities

Internal information management

- ◆ Work with Information Services division to insure 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. With the Fire Prevention's move to the first floor, much needed office space became available for utilization by the Administration Division.



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 Informational 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 help meet the needs for administrative space for both Police and Fire.

Changes and improvements in radio communications necessitate the continuous monitoring of this technology, with upgrades as budget constraints allow. High quality communications on the emergency scene are critical to the health and safety of the firefighter as well as the rapid and economical mitigation of the incident.

Future Outlook

- ◆ Potential joint Law Enforcement / Fire Service facility west of the Eau Claire River
- ◆ Continued development of Staff Officers' responsibilities and involvement in specialized responsibilities in their administrative duties
- ◆ Continued involvement in national/state and local fire service issues to improve service delivery and enhance fire prevention and education efforts.

/// FIRE LINE - DO NOT CROSS // FIRE LINE - DO NOT CROSS ///

Fire Operations Operation Highlights

Portable Radio Upgrade Program

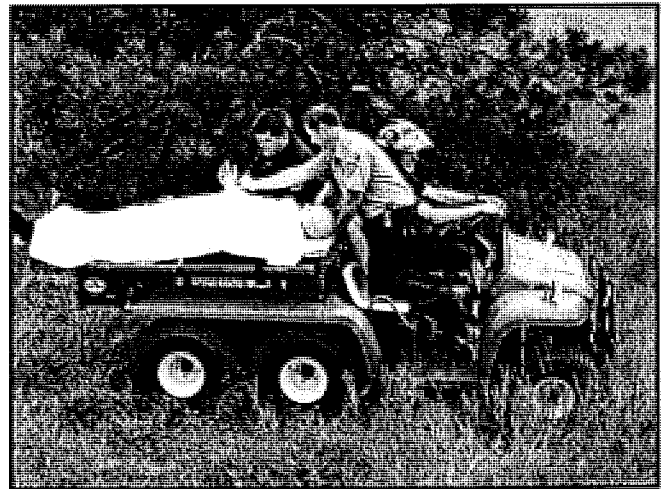
The department has nearly completed an aggressive portable two-way radio upgrade program. This multi-year program will ultimately replace all of our aged and failing portable radios with a state-of-the-art, reliable, and cost effective radio that will last for many years. The radio can be field programmed, eliminating the high cost of frequency changes in the future.

Equipment Replacement Schedule

The department has placed the final touches on a comprehensive equipment replacement program. The project identified all items within the organization that require scheduled replacement and placed them on charts categorizing equipment by year. This program projects fiscal requirements for equipment purchases for the next twenty years, aiding in the budget process.

Special Events Activities

In 1999, Eau Claire Fire Rescue purchased a multi-purpose special rescue vehicle. The small vehicle can be outfitted with various packages that allow for transporting personnel and equipment, firefighting with a small water pump and tank, or as a medical transport vehicle for use in areas with a large gathering of people. It has already been put to the test fighting wildland brush fires and more recently deployed for medical response at the large city soccer tournament and Gus Macker basketball tournament. At each of the events several patients were treated by the medics, and three patients were transported to hospitals.



Special Rescue Vehicle Transporting a Patient

Upgrade of Fire Hose

By the end of 2000, all the fire hose used by Eau Claire Fire Rescue will be constructed of a synthetic fabric blend. This endeavor has been a multi-year project to replace the old style, cotton-jacketed fire hose. The many benefits of this project include added longevity and durability and no requirement for a drying process.

Safety Alarms for Firefighters

The department is in the process of upgrading the Personal Alert Devices used by members during firefighting operations to meet new standards. The Personal Alarms worn by each firefighter while using breathing apparatus are designed to alert fellow members if they become trapped or lay motionless for 20 seconds. The new mandated alarms automatically activate when the firefighter turns on the breathing apparatus and also incorporate a redundant low air alarm.

Incident Safety Officer Training

The department has recently completed the National Fire Academy's Incident Safety Officer program for all members of Eau Claire Fire Rescue. The training program is an intensive accredited program designed to heighten the safety awareness of personnel at emergency operations. The program also is designed to allow personnel to recognize and become more aware of the dangers of operations while identifying steps to avoid safety concerns.



Training Class

Activities

1999 Incidents

4,463 Total Incidents

- ◆ 3,151 Medical Responses (70.6%)
- ◆ 987 Rescue Responses (22.1%)
- ◆ 207 Fire Responses (4.6%)
- ◆ 118 Hazardous Materials Responses (2.6%)

Response Summation

- ◆ 4.92 Minutes - Average Response Time
- ◆ 12,807 Personnel Hours Dedicated to Responses
- ◆ 37.3 Minutes - Average length of EMS Response
- ◆ 4.26 Personnel - Utilized on Average EMS Response
- ◆ 2.71 Personnel Hours - Spent on Average EMS Response
- ◆ 53.3 Minutes - Average Length of Fire Response
- ◆ 6.82 Personnel - Utilized on Average Fire Response
- ◆ 9.78 Personnel Hours - Spent on Average Fire Response



Heavy Rescue 2 with Command Light in Operations



Brush 1 – Used for Wildland Firefighting

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

4,736 Fire Safety Building/Housing Inspections

5,663 Hours of Public Education

10,860 Hours of Personnel Training



New Engine Purchased in November 1999

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

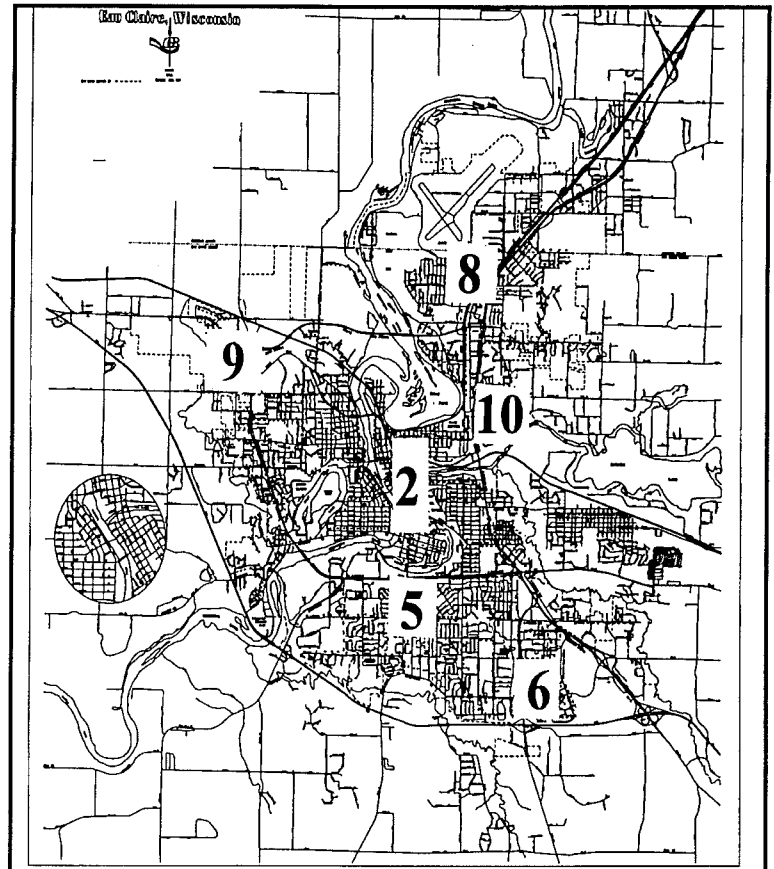
- 3 Personnel per day
 - ◆ Fire Engine
 - ◆ Water Rescue Boat

Station 9 - 3611 Campus Road

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

Station 10 - 559 North Hastings Way

- 3 Personnel per day
 - ◆ Fire Engine
 - ◆ Paramedic Ambulance
 - ◆ Water Rescue Boat



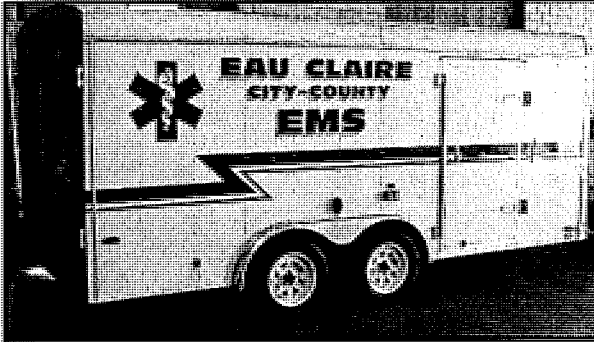
*Average of 24 Firefighters on duty daily
Total of 41,730 square feet of Fire Stations
Cleaning and light maintenance of Stations are performed by assigned personnel*

Emergency Medical Services

- ◆ 70 Percent of Fire Department Calls for Service
- ◆ 24 Nationally Certified Paramedics
68 State and Nationally Certified Emergency Medical Technicians
- ◆ 3 Paramedic Ambulances in Service
(2 Reserve Ambulances on Standby)
- ◆ A large Volume of Medical Supplies and Drugs in Inventory
- ◆ Over 60 Saves from Full Cardiac Arrest in the past 10 years
Cardiac Defibrillators on each Fire Department Engine and Ambulance

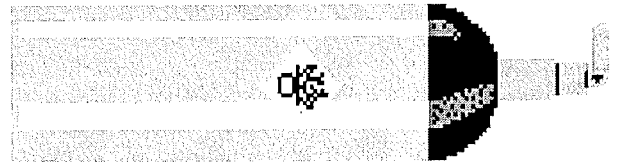


Paramedic Unit



Mass Casualty Medical Trailer

- ◆ 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
 - ◆ Maintains Quality Relationships with other Regional Emergency Medical Service Providers
- ◆ Public Safety Awareness Activities:
 - ◆ Blood Pressure Screening
 - ◆ Health Fairs
 - ◆ Job Shadowing Programs
 - ◆ Special Events Coverage
 - ◆ Community Awareness Programs
 - ◆ Preceptor Ride-Along Training
- ◆ Constant Commitment to Training



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

Major Equipment

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



Engine 6 – Ladder/Quint



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

Future Outlook

◆ Fire Station Relocation

- ◆ Relocate Station 10 (Birch Street) to Accommodate Community Growth and Transportation Changes
- ◆ Relocate Station 8 (Starr Avenue) to Accommodate Community Growth
- ◆ Replace Station 2 (South Dewey Street) to Address Aging Facility and Accommodate Escalating Facility Requirements



- ◆ Additional Clerical Support for Expanding Administrative Demands
- ◆ Additional Operations and Prevention Division Personnel
- ◆ Development of a Financial Plan for Major Equipment Replacement
- ◆ Improvements to State and Municipal Fire / Building Codes
- ◆ Regionalization of Emergency Services
- ◆ Impact of HMOs and Federal Regulations on Local Emergency Medical Services
- ◆ Impact of Volunteerism on Mutual Aid Agreements
- ◆ Demand for Services beyond Political Boundaries
- ◆ Consider the Value/Impact of Automatic Aid Agreement with Surrounding Fire Departments



Fire Inspection Operation Highlights

The Fire Prevention Division is comprised of four full-time staff members, three sworn officers and one clerical. The Fire Prevention 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 Prevention 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.

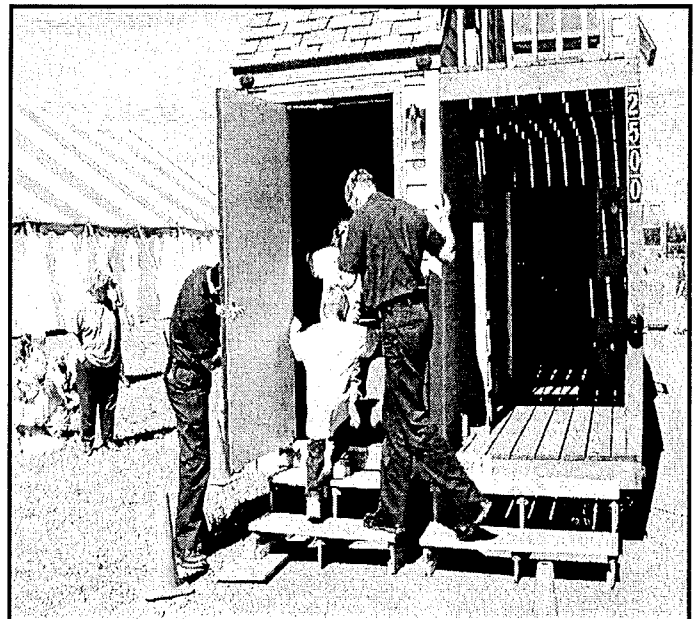
Activities

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 to all ages fire safety education programs such as:

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

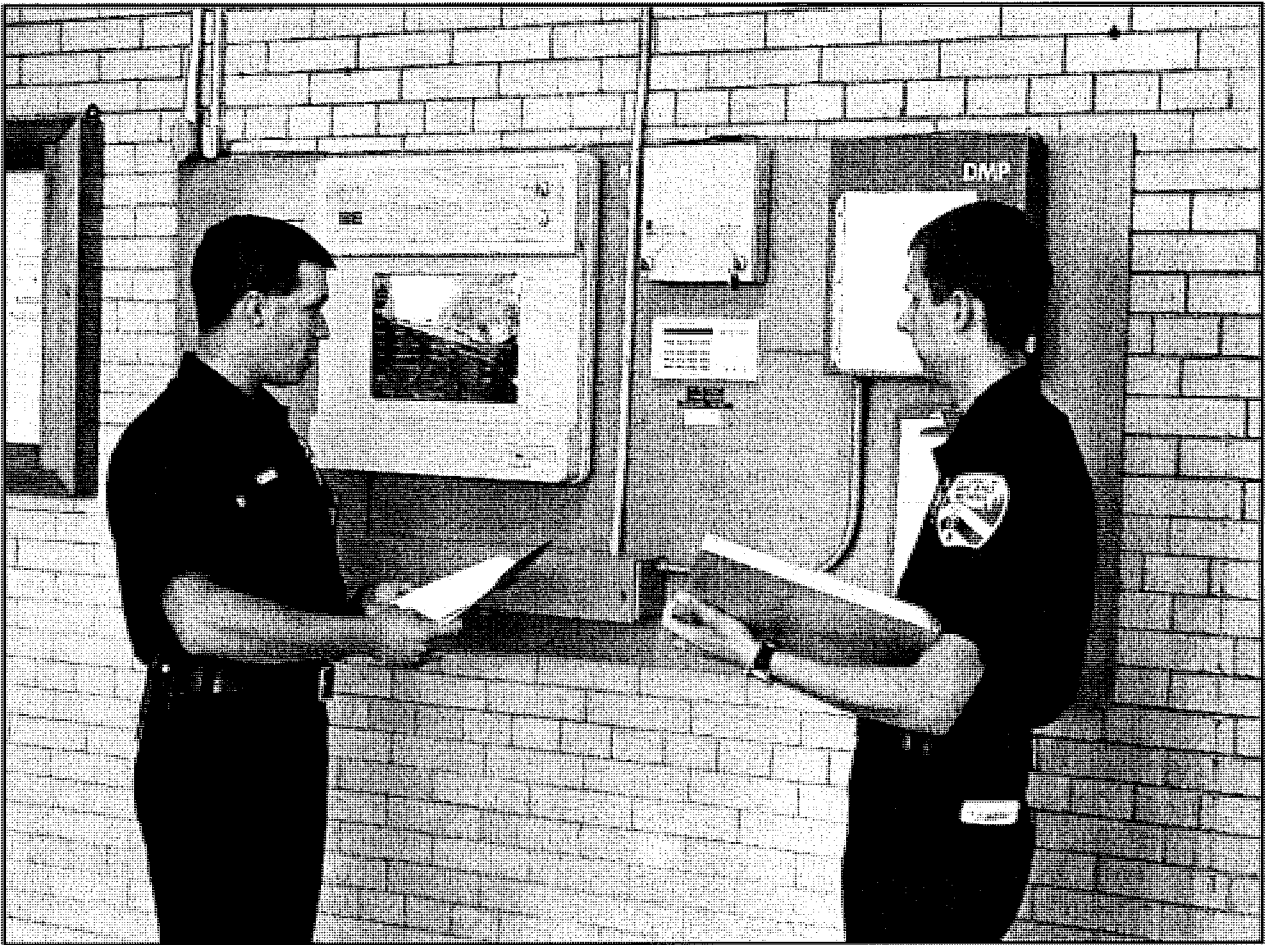
During 1999, the Eau Claire Fire Department delivered over 6,000 hours of public education.



Fire Safety House Education Program

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. The Eau Claire Fire Department conducted more than 4,736 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 received \$84,417 in 2000 for inspections conducted in 1999.



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 storage tank systems are inspected annually for compliance with groundwater protection rules. The division's fire inspectors oversaw the inspection of 57 tanks for 1999, generating \$5,903 in revenue. The state contract also generates approximately an additional \$15,000 in revenues.

Juvenile Firesetters Program

Since the inception of the Juvenile Firesetter program in 1996, the Eau Claire Fire Department has dealt with an average of 14 children per year. These children come to the Fire Prevention office as referrals from juvenile intake or parents. In 1999, the division visited with 17 juveniles concerning fire starting. The increase is due in part to awareness by the court system, school system, and parents on what this program can offer children who are curious about fire. The education is based on the child's awareness of the appropriate use of fire and their needs. Some juveniles require additional meetings or referrals to outside agencies. To date, there has been no recidivism by firesetter participants.

Fire Investigations

In 1999, the Fire Prevention Division investigated 38 fires. Of these fires, 30 were structural, 6 were grass/garbage, and 2 were vehicle. The nature of the origin of the fires were 23 accidental, 10 suspicious and 5 undetermined. The five fires causing the largest monetary losses were:

1. 2155 Highway 53 \$200,000
2. 2220 Bracket Av. \$175,000
3. 709 Broadway St. \$ 80,000
4. 1710 Main St. \$ 55,000
5. 530 N Barstow St. \$ 50,000



Fire Inspector Investigating a Fire Scene

Preplanning Businesses

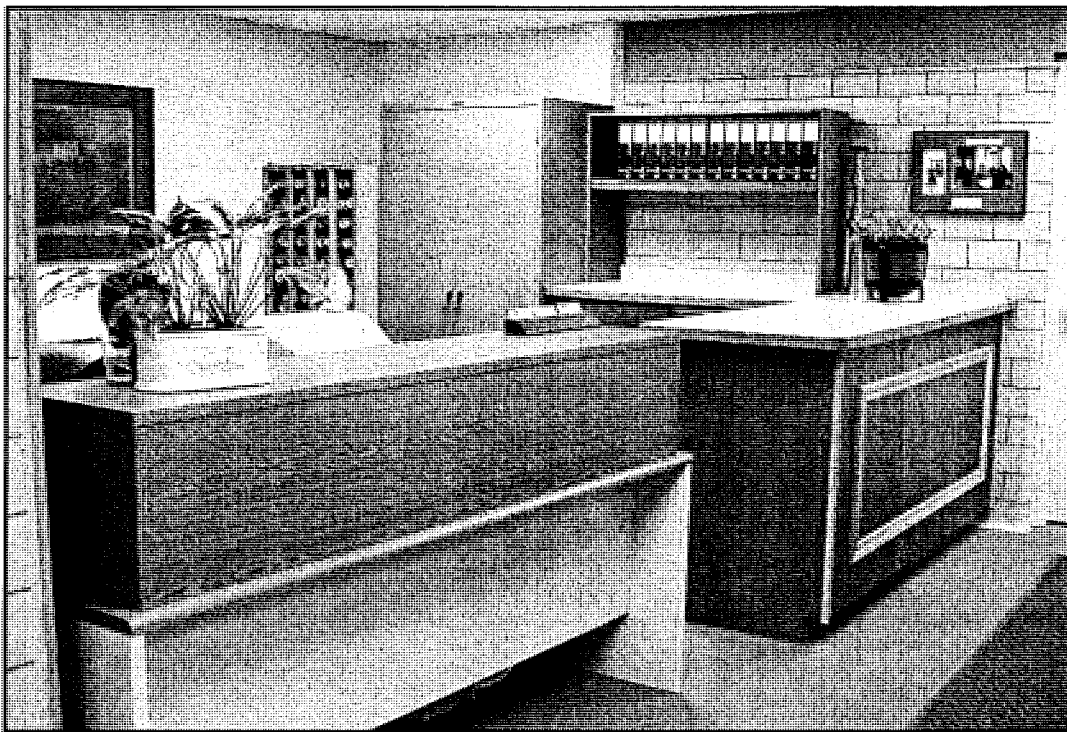
In 1999, Eau Claire firefighters began to preplan business facilities in Eau Claire specifically identified as being a significant loss to the community and to the property owner should a fire occur. On a monthly basis, fire department units visit specific businesses and conduct a walk through fire inspection of the properties. The inspection identifies elements like the locations of sprinklers, power and gas shutoff locations, the locations of hazardous materials and other potential hazards associated with the property. Specific information relating to the property is then recorded on a form and a map is created showing the fire concerns for the property. Eau Claire Firefighters conducted over 100 preplans in 1999.

Legislative Initiatives

In 1999, the Prevention personnel educated local business owners about city ordinance 16.32.050, which requires hardwire smoke detectors in commercial residential properties. Mailings, phone calls, personal contacts, and media releases advised these property owners of the requirements established in 1991.

Facilities

The Fire Prevention Division is located on the first floor of fire station # 2. The division recently moved to its new location, which was formerly occupied by the purchasing department. The new location serves as the initial contact point for the department. Citizens are able to easily make contact with fire prevention personnel and can be directed to the proper department area or other city department.



Reception area of the Relocated Fire Inspection Division

Equipment

The Prevention Division utilizes department operations 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 11-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.



Freddie the Fire Truck Children's Program

Equipment Replacement

In the proposed 2001 budget, Car 3 is scheduled to be replaced. This originally was scheduled for 2000, but the fire department chose to delay the replacement a year to better serve the needs of the department. The current Car 3 is a 1994 Ford 11-passenger van. The proposed replacement vehicle is a smaller 8-passenger van that will meet the current needs, providing better driving control in all weather conditions, more efficient fuel mileage, and versatility for other fire department operations.



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.

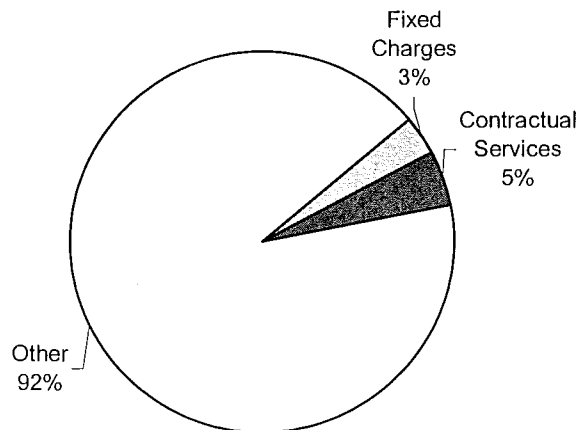
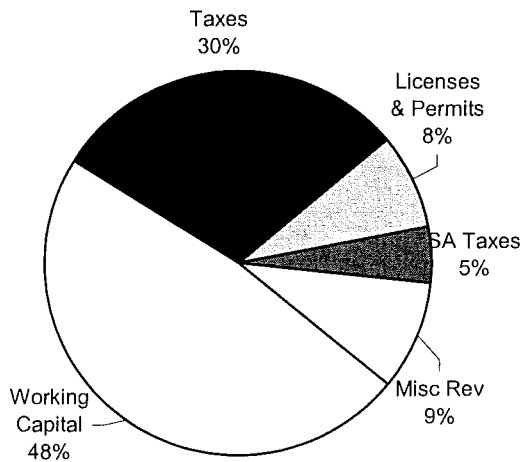
The General Fund makes operating and capital subsidies to various funds and to several enterprise funds that are not entirely self-supporting. General obligation debt requirements, supported by the tax levy, are included as a transfer to the Debt Service Fund. Transfers of available working capital to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

	1999 <u>Actual</u>	2000 <u>Adopted Budget</u>	2001 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Licenses & Permits	\$ 393,245	\$ 400,000	\$ 568,000	42%
Special Assess. Taxes	572,543	420,000	340,000	-19%
Miscellaneous Revenue	783,555	699,000	641,000	-8%
Working Capital	514,081	2,750,300	3,411,000	24%
Gen. Purpose (tax) Rev.	<u>3,525,508</u>	<u>2,252,800</u>	<u>2,130,800</u>	-5%
Total Revenues	\$ <u>5,788,932</u>	\$ <u>6,522,100</u>	\$ <u>7,090,800</u>	9%
Expenditures				
Personal Services	\$ 34,589	-	-	
Contractual Services	283,431	335,300	346,300	3%
Utilities	(341)	-	-	
Fixed Charges	213,430	220,600	228,600	4%
Other	<u>5,257,823</u>	<u>5,966,200</u>	<u>6,515,900</u>	9%
Total Expenditures	\$ <u>5,788,932</u>	\$ <u>6,522,100</u>	\$ <u>7,090,800</u>	9%



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. This revenue is recorded in the Non-Departmental account. PEG revenue is estimated at \$153,000 in 2001.

EXPENDITURES

PERSONAL SERVICES

The disability payments once recognized in the Personal Services has been reclassified to Contractual Services.

CONTRACTUAL SERVICES

Contractual Services includes disability payments, health insurance for retirees, and \$40,000 to cover miscellaneous costs not properly charged to any one department such as miscellaneous legal fees and studies, the razing of buildings that have been condemned by the health and building inspectors, and administrative charges relating to the Flexben program.

FIXED CHARGES

Fixed charges include payments for liability insurance and special assessments. Special assessments have been increased by \$8,000 to cover projected expenses.

OTHER

This category includes transfers to the Capital Improvement Program totaling \$2,642,000, a transfer to debt service in the amount of \$1,998,000, payments to public Access Center, Senior Central and Landmarks and operating transfers from General Fund to Transit, Hobbs, and the Municipal Pool. New in 2001 is a transfer of PEG fees to Public Access and \$27,000 for the Neighborhood Associations.



Public Access Center

Expenditures by Division

Non-Departmental

	<u>1999</u> <u>Actual</u>	<u>2000</u> <u>Adopted</u>	<u>2000</u> <u>6 Month</u> <u>Actual</u>	<u>2000</u> <u>Estimated</u>	<u>2001</u> <u>Budget</u>
Personal Services	\$ 34,589	\$ -	\$ 2,555	\$ -	\$ -
Contractual Services	283,431	335,300	162,089	342,100	346,300
Utilities	(341)	-	-	-	-
Fixed Charges	213,430	220,600	208,579	223,100	228,600
Contrib/Other Payments	171,564	174,600	172,213	242,600	360,200
Other	<u>5,086,259</u>	<u>5,791,600</u>	<u>-</u>	<u>5,757,800</u>	<u>6,155,700</u>
Total Expenditures	\$ <u>5,788,932</u>	\$ <u>6,522,100</u>	\$ <u>545,435</u>	\$ <u>6,565,600</u>	\$ <u>7,090,800</u>

ORGANIZATIONAL SUPPORT

Public Access Center	\$ 84,000	Senior Central	\$ 43,700
PAC - PEG Fees	201,000	Landmarks Commission	4,500
Total PAC	285,000	Neighborhood Assoc.	12,000
		Neighborhood Grant	15,000

TRANSFERS AND SUBSIDIES

Debt Service	\$ 1,998,000	Land, Bldg., Equipment	\$ 1,067,000
Economic Development	150,000	Parks Capital Projects	300,000
Cemetery Fund	213,600	Transit Operations	610,100
Streets Capital Projects	1,100,000	Hobbs Operations	91,900
Bridge Capital Projects	175,000	Pool Operations	188,100

RESIDUAL EQUITY TRANSFERS

Parking Res Eq Tsf	\$ 100,000	Hobbs Res Eq Tsf	\$ 85,000
Transit Res Eq Tsf	10,000	Pool Res Eq Tsf	90,000

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
--

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 1,082,538	\$ 1,189,000	\$ 455,092	\$ 1,189,000	\$ 1,394,000
Other Operating	12,256	5,000	3,438	5,000	10,000
Miscellaneous	15,970	5,000	13,145	5,000	12,000
Other Financing Sources	<u>30,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>1,140,765</u>	<u>1,199,000</u>	<u>471,674</u>	<u>1,199,000</u>	<u>1,416,000</u>
Expenditures and Other Financing Uses:					
Personal Services	245,381	354,800	79,500	324,800	361,500
Contractual Services	150,655	202,200	60,142	247,600	208,500
Utilities	193	500	77	500	500
Fixed Charges	218,098	256,900	128,197	256,900	269,600
Materials & Supplies	17,023	42,300	6,656	42,300	42,700
Other Financing Uses	<u>149,600</u>	<u>361,500</u>	<u>-</u>	<u>316,800</u>	<u>531,800</u>
Total Expenditures and Other Financing Uses	<u>780,950</u>	<u>1,218,200</u>	<u>274,572</u>	<u>1,188,900</u>	<u>1,414,600</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 359,815</u>	<u>\$ (19,200)</u>	<u>\$ 197,102</u>	<u>\$ 10,100</u>	<u>\$ 1,400</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 158,098	\$ 158,698		\$ 517,913	\$ 528,013
Changes in Available Balances:					
From operations	<u>359,815</u>	<u>(19,200)</u>		<u>10,100</u>	<u>1,400</u>
Ending Balance	<u>\$ 517,913</u>	<u>\$ 139,498</u>		<u>\$ 528,013</u>	<u>\$ 529,413</u>

Budget Overview

REVENUES

The revenue projections are based on 43,000 ERU's. The proposed utility fee for the 2001 budget is \$33.00 per ERU. The \$4 per ERU increase is the result of an increase in the cost of operations and debt service for bond issues to finance the Capital Improvement Plan.

Of the increase, \$2 was included to specifically fund a partial year's debt service on \$2 million in general obligation bonds for the areas impacted by the September 2000 storm. For 2002, the ERU rate is project to increase to \$37 per ERU reflecting the balance of the debt service needed for the remediation program and an operational increase.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel are proposed as part of the 2001 budget. The City has had some difficulty in recruiting qualified candidates for positions in the storm water utility, which has resulted in cost savings over the past several years. The requirements of the Wis/DNR permit application will make it more important that the vacant positions be filled.

CONTRACTUAL SERVICES

Included in the 2000 estimated budget was an appropriation to continue legal services to represent the City in the Plainwell Tissue lawsuit. The 2001 budget does not include any additional funding to continue these services. This category does include a new line item for computer service charges.

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 \$265,000 compensate the General Fund for those services, thereby reducing the tax levy.

MATERIALS AND SUPPLIES

Maintenance of the City's storm drainage ponds, underground pipes and outfalls requires piping rock, rip rap inlets, castings, and other drainage materials.

OTHER FINANCING USES

Debt service is accounted for in the operating budget of the Storm Water Management Fund and is projected to increase by \$170,300 for a total appropriation of \$531,800.

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 General Fund.

Revenue Detail

Storm Water Management

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
CHARGES FOR SERVICES					
Stormwater - Residential	\$ 505,244	\$ 544,500	\$ 211,230	\$ 544,500	\$ 612,000
Stormwater - Nonresidential	<u>577,295</u>	<u>644,500</u>	<u>243,862</u>	<u>644,500</u>	<u>782,000</u>
Total charges for services	<u>1,082,538</u>	<u>1,189,000</u>	<u>455,092</u>	<u>1,189,000</u>	<u>1,394,000</u>
MISCELLANEOUS					
Interest income	<u>15,970</u>	<u>5,000</u>	<u>13,145</u>	<u>5,000</u>	<u>12,000</u>
OTHER OPERATING REVENUES					
Forfeited discounts	<u>12,256</u>	<u>5,000</u>	<u>3,438</u>	<u>5,000</u>	<u>10,000</u>
OTHER FINANCING SOURCES					
Transfer from CIP fund	<u>30,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total revenues	\$ <u>1,140,765</u>	\$ <u>1,199,000</u>	\$ <u>471,674</u>	\$ <u>1,199,000</u>	\$ <u>1,416,000</u>

CHARGES FOR SERVICES

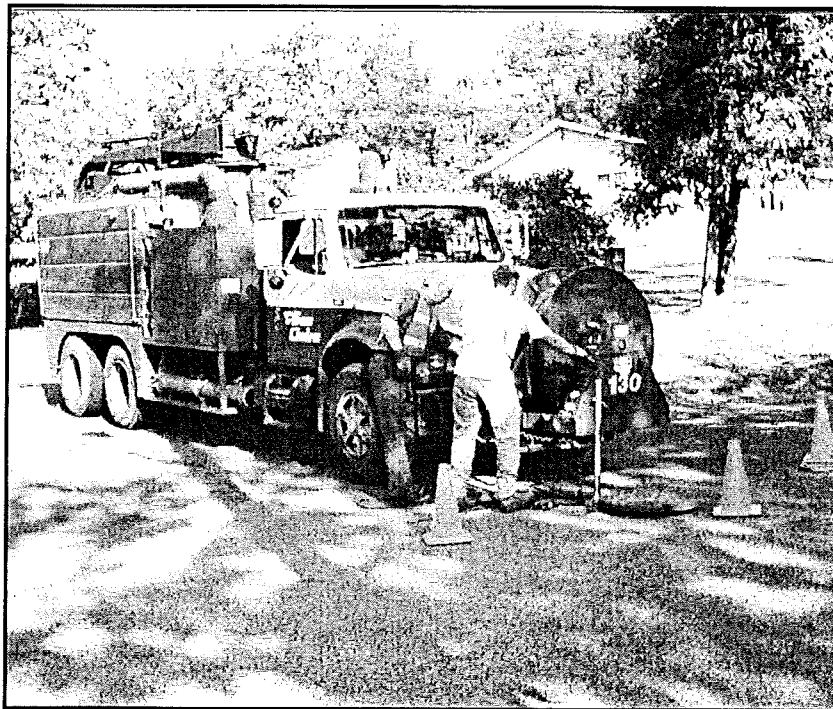
Storm water runoff is measured in equivalent runoff units (ERU). Each developed residential property is assessed one ERU. The non-residential properties are assessed 1 ERU for every 3,000 square feet of impervious surface area. All properties within the City limits pay a quarterly rate based on the number 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

	1999	2000	2001
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	3.00	3.00	3.00

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.

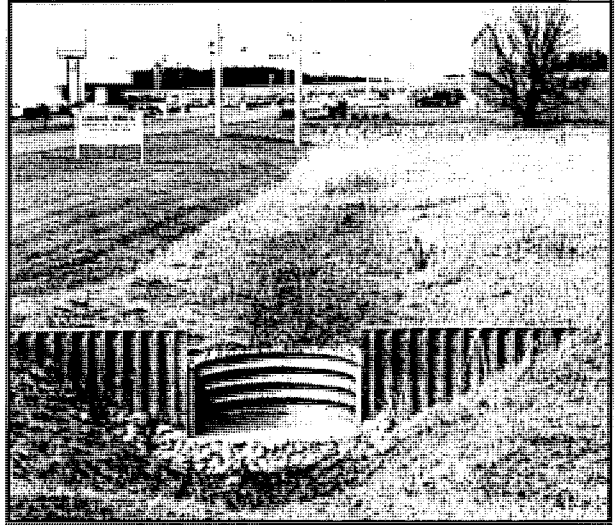
Operation Highlights

- ◆ 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

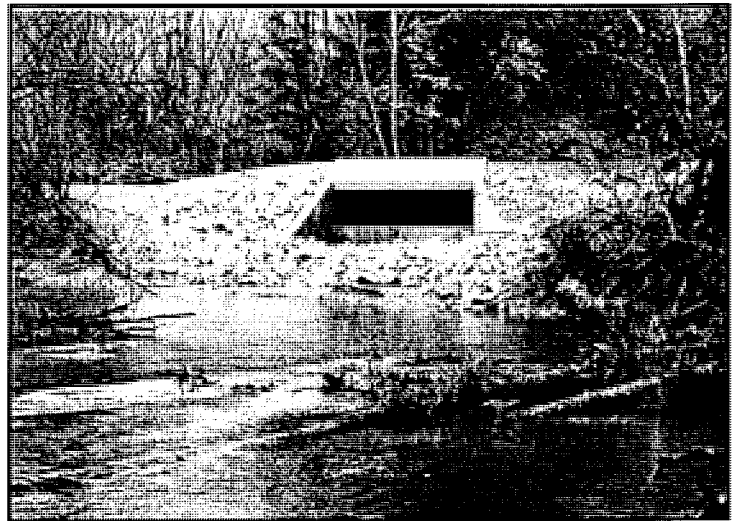
Facilities

38 Square Mile Drainage Area

- ◆ 6 Major Drainage Basins
 - Upper Chippewa River
 - Lower Chippewa River
 - Sherman Creek
 - Eau Claire River
 - Otter Creek
 - Lows 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
 - Lows Creek (Fairgrounds)
 - White Avenue (Airport)
 - North Crossing at Chippewa River
 - Sherman Creek (Menomonie St.)
 - Dells Pond (VFW)
 - Lows 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

Future Outlook

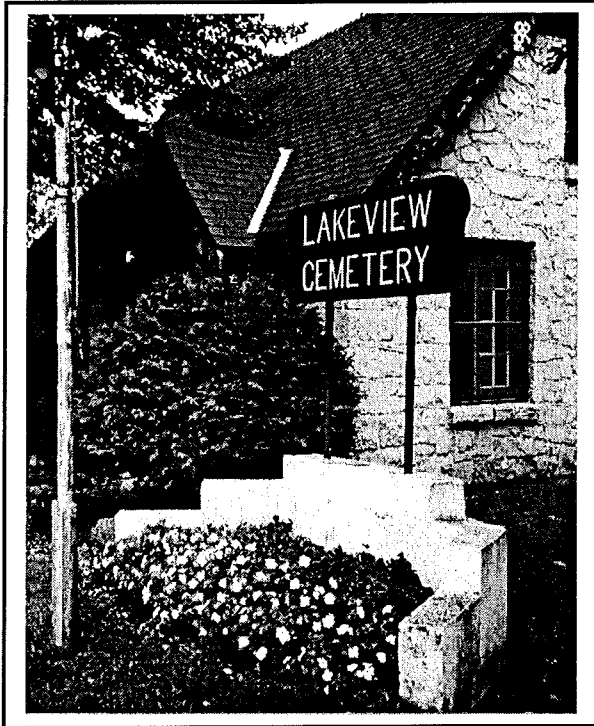
- ◆ The Wisconsin Department of Natural Resources (Wis/DNR) has reviewed and approved the City's preapplication for a municipal storm water discharge permit. As a result of this approval, the City is required to submit an application by June 2001. In this period, the City will perform studies and analyses of the urban storm water runoff. Cooperative agreements with UWEC and the Department of Transportation are expected to be negotiated within the next year. The inclusion by the Wis/DNR of the Town of Washington and City of Altoona in the permit process is being contested by these two municipalities. The final outcome of these protests may impact the schedule under which the City will be required to submit the final permit application.
- ◆ Continue the program of repairing aging infrastructure
- ◆ Increase conveyance capacity of the system with installation of larger pipes and storm water detention ponds as outlined in the Comprehensive Storm Water Management Plan.
- ◆ Incorporate Storm Water Management Best Management Practices (BMP's) into new developments.
- ◆ Develop a Land Disturbance and Storm Water Management Ordinance in compliance with Wisconsin Department of Natural Resources (Wis/DNR) requirements.
- ◆ Incorporate water quality measures into existing storm water drainage facilities.
- ◆ Major future projects outlined in the Capital Improvement Program (CIP)
 - White Avenue/Melby Road Outfall
 - Sherman Creek Outfall (NW)
 - Kohlhepp Road Detention Basin
 - Princeton Valley & Hwy. 53 Freeway Drainage
 - Highland Avenue Relief Sewer
 - Westside Relief Sewer
- ◆ Plan for future growth issues with respect to drainage
 - West along the Sherman Creek Basin
 - Highway 53 Freeway Corridor and the Princeton Valley area.



Storm sewer stenciling

CEMETERY MAINTENANCE

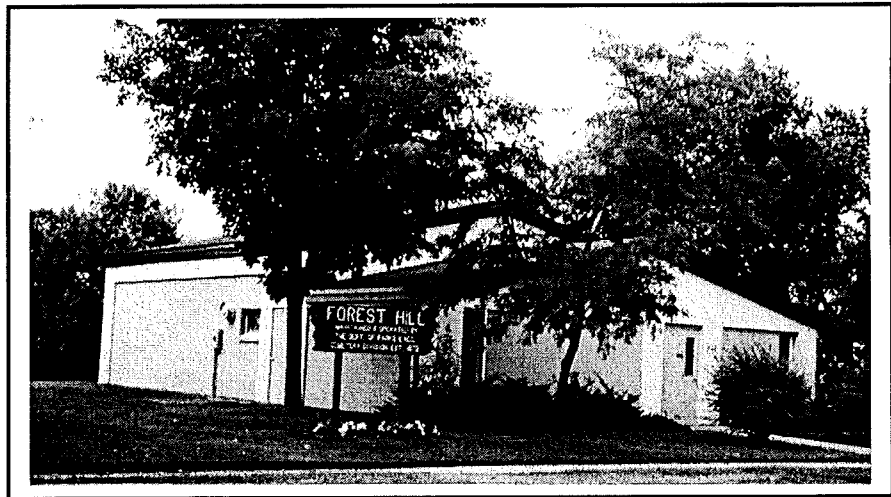
Programs & Services



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.

Left: Lakeview Cemetery Office Building

Below: Forest Hill Cemetery Maintenance Building



<h2>Overview of Revenues and Expenditures</h2>
--

Operating Budget	1999	2000	2000	2000	2001
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Estimated</u>	<u>Budget</u>
Revenues and Other Financing Sources:					
Licenses & Permits	\$ 81,829	\$ 85,000	\$ 34,860	\$ 85,000	\$ 85,000
Charges for Services	82,350	84,000	17,655	84,000	84,200
Miscellaneous	9,800	14,000	4,245	14,000	14,000
Other Financing Sources	<u>177,982</u>	<u>205,600</u>	<u>-</u>	<u>205,600</u>	<u>213,600</u>
Total Revenues and Other Financing Sources	<u>351,961</u>	<u>388,600</u>	<u>56,760</u>	<u>388,600</u>	<u>396,800</u>
Expenditures and Other Financing Uses:					
Personal Services	278,408	306,500	148,872	306,500	314,800
Contractual Services	36,957	38,100	21,297	38,100	39,400
Utilities	12,956	14,900	3,122	14,900	15,700
Fixed Charges	6,099	6,100	3,049	6,100	6,100
Materials & Supplies	14,270	23,000	9,871	23,000	20,800
Capital Outlay	3,270	-	-	-	-
Other Financing Uses	<u>42,500</u>	<u>11,000</u>	<u>-</u>	<u>11,000</u>	<u>105,000</u>
Total Expenditures and Other Financing Uses	<u>394,460</u>	<u>399,600</u>	<u>186,211</u>	<u>399,600</u>	<u>501,800</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (42,499)</u>	<u>\$ (11,000)</u>	<u>\$ (129,451)</u>	<u>\$ (11,000)</u>	<u>\$ (105,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	-	\$ -	-	-
Changes in Available Balances:					
From operations	(42,499)	(11,000)		(11,000)	(105,000)
Transfer from(to) reserves	<u>42,499</u>	<u>11,000</u>		<u>11,000</u>	<u>105,000</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. In 1998, the first niches for cremains were sold in the new columbaria in each cemetery. Approximately half the cemetery operation is supported by an operating subsidy from the General Fund.

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 \$314,800 and represent 79% of the total operating expenses.

CONTRACTUAL SERVICES

Equipment rental fees of \$37,600 for mowers, pugs, and pick-up trucks are the largest expense in this category.

UTILITIES

The cost for water service to maintain the grass in the cemeteries is the largest single utility cost. This appropriation was increased by \$1,000 to cover the additional area opened in the Forest Hill Cemetery in 2000.

MATERIALS & SUPPLIES

Significant costs in this area include tools, repair parts for equipment and botanical supplies, such as black dirt and sod for graves. The materials and supplies account will actually decrease for 2001.

OTHER FINANCING USES

\$105,000 has been allocated for the 15-acre expansion of Lakeview Cemetery in 2001.

Revenue Detail

Cemetery Maintenance

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
LICENSES & PERMITS					
Vault & burial permits	\$ 81,829	\$ 85,000	\$ 34,860	\$ 85,000	\$ 85,000
CHARGES FOR SERVICES					
Sale of lots	67,940	50,000	13,675	50,000	65,000
Columbarium Sales	10,252	30,000	1,035	30,000	15,000
Other cemetery charges	<u>4,158</u>	<u>4,000</u>	<u>2,945</u>	<u>4,000</u>	<u>4,200</u>
Total charges for services	<u>82,350</u>	<u>84,000</u>	<u>17,655</u>	<u>84,000</u>	<u>84,200</u>
MISCELLANEOUS					
Interest income	<u>9,800</u>	<u>14,000</u>	<u>4,245</u>	<u>14,000</u>	<u>14,000</u>
OTHER FINANCING SOURCES					
Transfer from General fund	<u>177,982</u>	<u>205,600</u>	<u>-</u>	<u>205,600</u>	<u>213,600</u>
Total revenues and other financing sources	\$ <u>351,961</u>	\$ <u>388,600</u>	\$ <u>56,760</u>	\$ <u>388,600</u>	\$ <u>396,800</u>

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

	1999	2000	2001
City Forester	0.40	-	-
Assistant Sexton	2.00	2.00	2.00
Semi-Skilled Worker	2.00	2.00	2.00
Total FTE Positions	4.40	4.00	4.00

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



Maintenance of cemetery headstones

Cross divisional charges include:

- 40% of the City Forester's time is charged to the Cemetery Fund.

Operation Highlights

In 2001, a new computerized recordkeeping program should be ready for operation. It will take some time to input all the records from the cemetery. However, retrieval of information will be more accurate and faster.

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

Advertising columbarium space will begin in the spring of 2001.

Proposed new state law may require the City to once again establish a perpetual care fund. It also provides for the care of abandoned or poorly maintained cemeteries.



Forest Hill Cemetery

Activities

Services provided by the Cemetery Division included the following:

- ◆ Cemetery lot sales – average approximately 150/year
- ◆ Grave opening and closing, approximately 200/year
- ◆ Maintenance of cemetery records – currently in the process of computerizing all records
- ◆ Deed issuance
- ◆ 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



Maintenance of Veteran's Memorial 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

Equipment

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



*Columbarium at
Lakeview Cemetery*

CIP Highlights

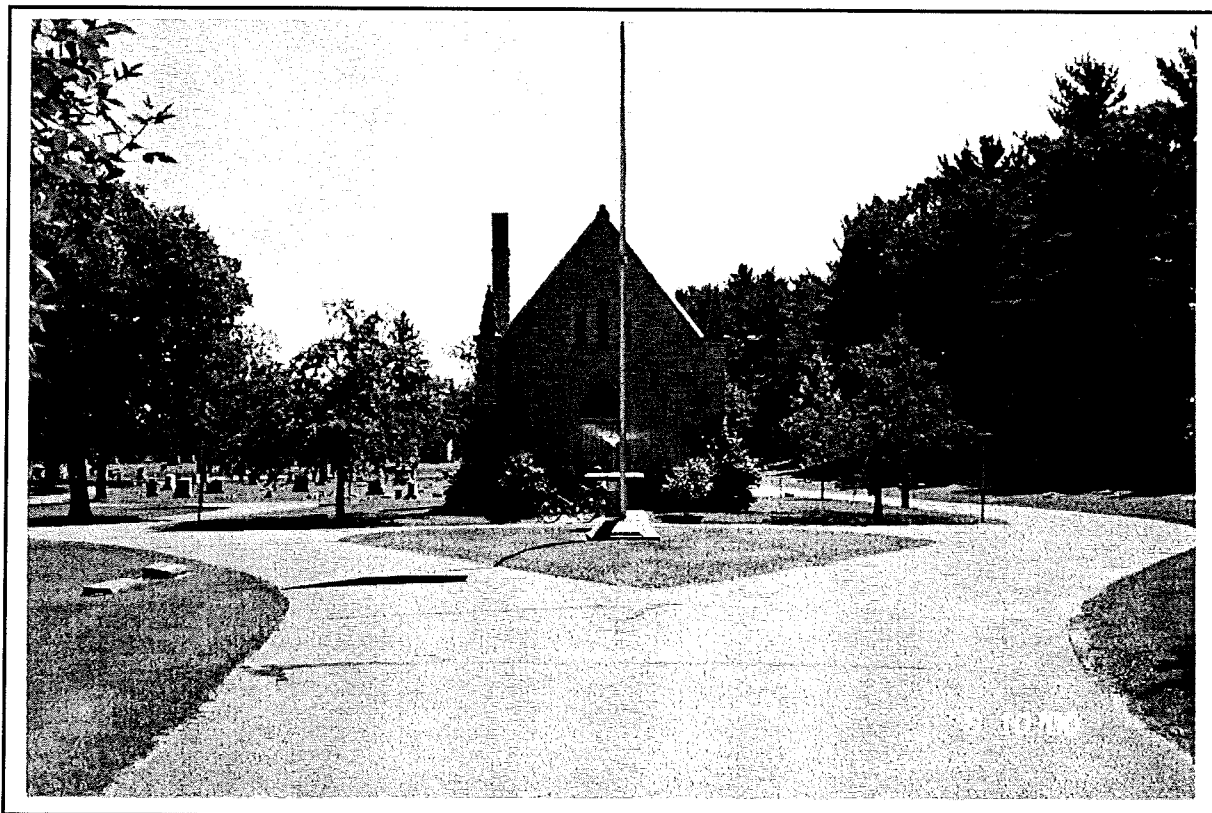
- ◆ Lakeview Cemetery has approximately 400 lots remaining for sale. It is imperative that we begin to develop new ground in 2001 to meet future demand



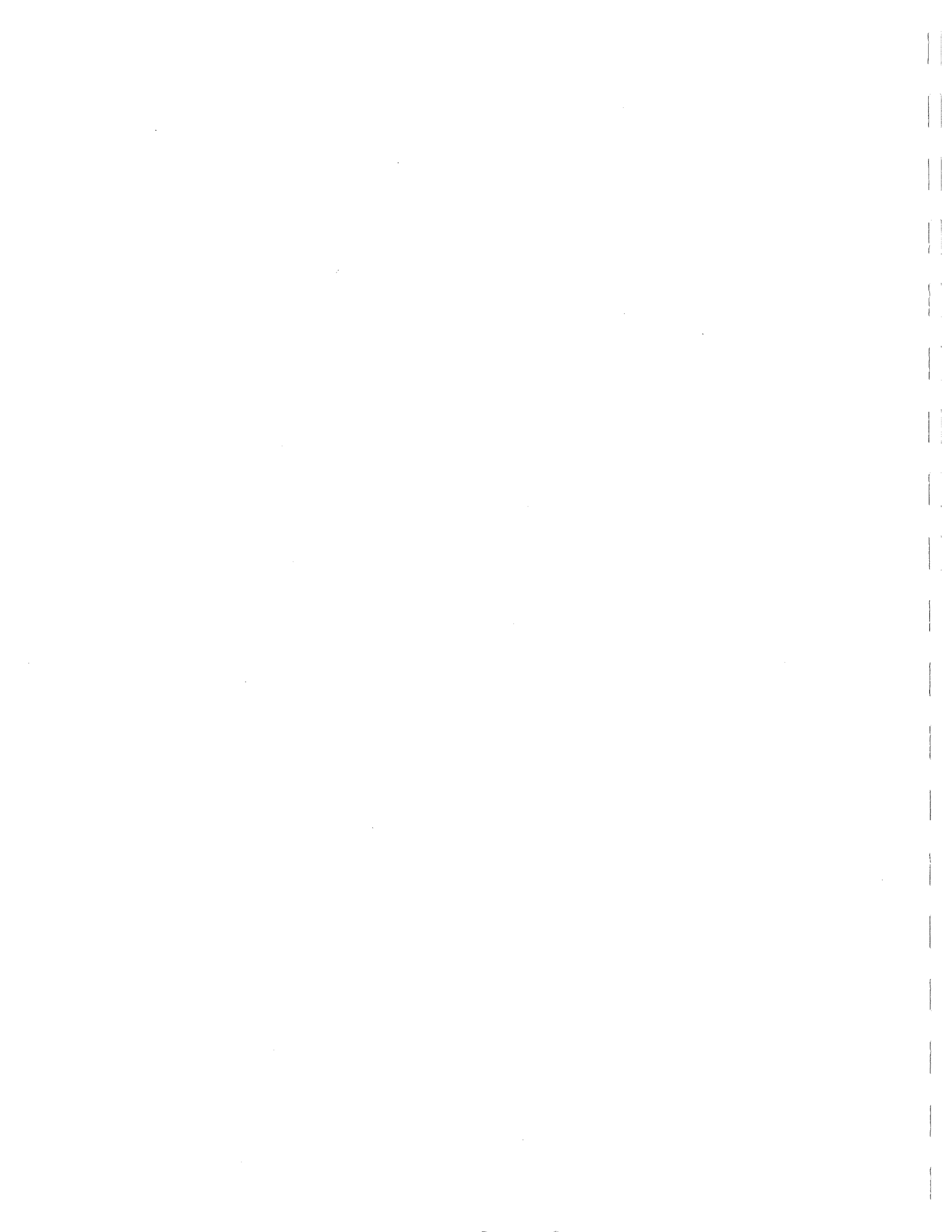
Staff maintaining flowers around columbarium at Forest Hill Cemetery

Future Outlook

- ◆ As the cemeteries continue to fill, a decision will need to be made concerning the future development of a third cemetery.
- ◆ A need for a new office/maintenance building at Lakeview is proposed in the CIP as a future year project.
- ◆ A realignment of Buffington Drive to reduce traffic numbers and speeds through Lakeview Cemetery are being considered by the City Engineer.



Hoover Chapel at Lakeview Cemetery



HAZARDOUS MATERIALS RESPONSE



Programs & Services

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

Overview of Revenues and Expenditures

	<u>1999</u>	<u>2000</u>	<u>2000</u>	<u>2000</u>	<u>2001</u>
Operating Budget	Actual	Adopted	6-Month	Estimated	Budget
Revenues and Other Financing Sources:					
Intergovernmental	254,450	250,000	-	164,800	164,800
Charges for Services	-	5,000	4,436	5,000	8,000
Miscellaneous	12,640	3,500	6,070	3,500	3,500
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues and Other Financing Sources	267,090	258,500	10,506	173,300	176,300
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Expenditures and Other Financing Uses:					
Personal Services	66,763	49,100	30,178	49,100	46,400
Contractual Services	8,040	25,800	1,712	25,800	26,400
Utilities	1,211	3,000	487	3,000	3,000
Fixed Charges	2,000	16,000	40	16,000	16,000
Materials & Supplies	37,288	44,000	12,741	44,000	54,000
Contributions & Other Payments	22,891	40,000	20,139	40,000	40,000
Capital Outlay	25,833	68,000	7,450	68,000	30,000
Other Financing Uses	7,000	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures and Other Financing Uses	171,027	245,900	72,747	245,900	215,800
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Excess (Deficiency) of Funding Sources Over Uses	\$ 96,063	\$ 12,600	\$ (62,241)	\$ (72,600)	\$ (39,500)
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Working Capital/Available Fund Balance					
Beginning Balance	\$ 219,336	\$ 242,036		\$ 315,399	\$ 242,799
Changes in Available Balances:					
From operations	96,063	12,600		(72,600)	(39,500)
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Ending Balance	\$ 315,399	\$ 254,636		\$ 242,799	\$ 203,299
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Budget Overview

REVENUE

The State contract for Regional Hazardous Materials response was extended on July 1, 2000 through June 30, 2002.

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. An appropriation for overtime has not been included in the 2001 budget.

EQUIPMENT PURCHASES

The State contract provides funding for equipment related to Hazardous A responses. The department plans to acquire an integrated pass and redundant alarm, a gas monitor, Dreger tube replacement, Dreger monitor, improvements to the exhaust extraction system, an inflatable decontamination shelter, portable radios, and a pipe sealing air bag system.

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
1996	544	256
1997	648	288
1998	580	280
1999	<u>620</u>	<u>280</u>
Totals	2,392	1,104

Revenue Detail

Hazardous Materials Response

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
INTERGOVERNMENTAL REVENUES					
State aid	\$ 250,000	\$ 250,000	\$ -	\$ 164,800	\$ 164,800
E.C.County	<u>4,450</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total intergovernmental revenues	<u>254,450</u>	<u>250,000</u>	<u>-</u>	<u>164,800</u>	<u>164,800</u>
CHARGES FOR SERVICES					
Hazardous response charges	<u>-</u>	<u>5,000</u>	<u>4,436</u>	<u>5,000</u>	<u>8,000</u>
MISCELLANEOUS					
Interest income	<u>12,640</u>	<u>3,500</u>	<u>6,070</u>	<u>3,500</u>	<u>3,500</u>
Total revenues	\$ <u>267,090</u>	\$ <u>258,500</u>	\$ <u>10,506</u>	\$ <u>173,300</u>	\$ <u>176,300</u>



INTERGOVERNMENTAL REVENUES

The City of Eau Claire and the City of Chippewa Falls have accepted a two-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 company or individual that was responsible. This account reflects reimbursements collected for those costs.

MISCELLANEOUS

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

Equipment

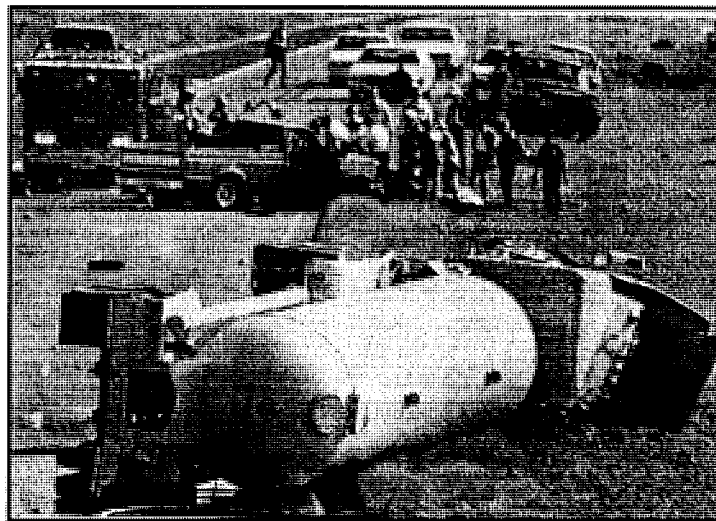
Response Team Equipment

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



Response team at scene of accident

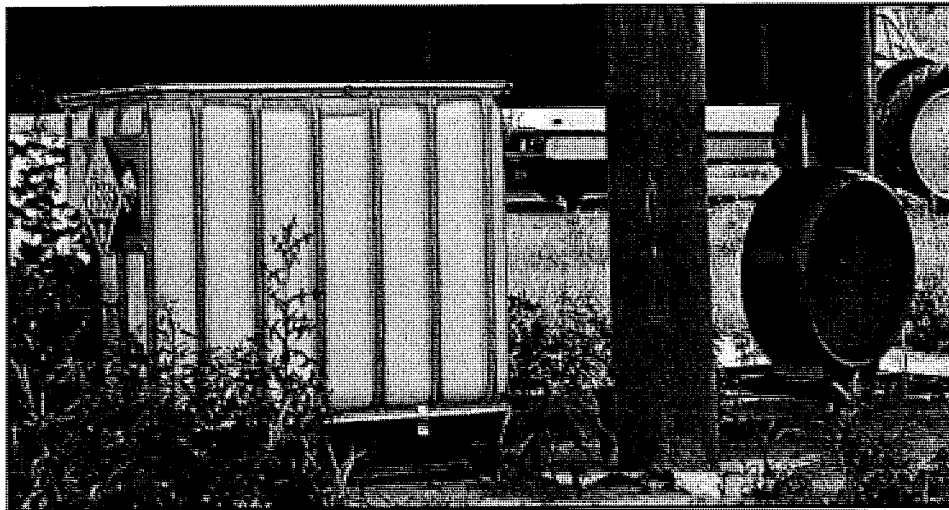
Equipment Replacement

The following is a list of equipment planned for replacement in 2001:

- ◆ Gas Monitors
- ◆ Inflatable Decontamination Shelter with heater
- ◆ Portable Radios
- ◆ Pipe Sealing Air Bag System

Safety Alarms for Firefighters

The department is in the process of upgrading the Personal Alert Devices used by members during firefighting operations to meet new standards. The Personal Alarms worn by each firefighter while using breathing apparatus are designed to alert fellow members if they become trapped or lay motionless for 20 seconds. The new mandated alarms automatically activate when the firefighter turns on the breathing apparatus and incorporate a redundant low air alarm.



Hazardous Materials Props

Future Outlook

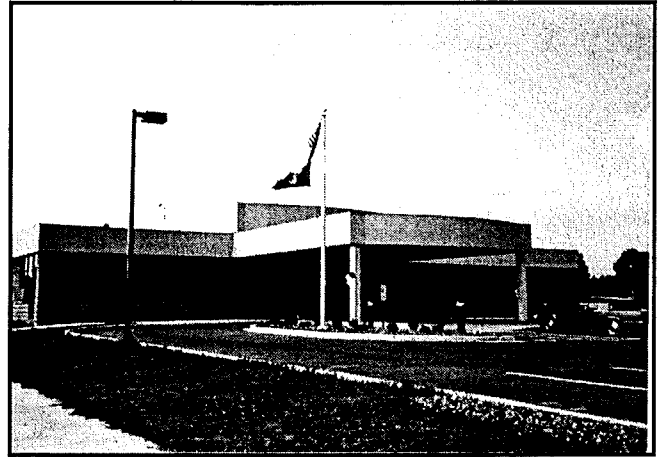
- ◆ The City of Eau Claire has been under contract with the State of Wisconsin for emergency response to hazardous materials incidents since July 1995. The Eau Claire Fire and Rescue Department in cooperation with the City of Chippewa Falls Fire and Rescue Department make up one of eight regional contract teams strategically located throughout the state. All response equipment, training and team member compensation is funded through the contract. All equipment purchased with contract funds becomes the property of the City and can be used as needed on a daily basis for local emergency response activities.
- ◆ It is anticipated that the State will continue these contracts past July 2002; however the contract fee will need to be negotiated. This will likely occur in the spring of 2002. This contract agreement with the state has proven to be mutually beneficial to all parties involved.

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.

The City of Eau Claire has been receiving an annual CDBG allocation since 1975. 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,
- ◆ Economic development and job creation and retention activities, and
- ◆ Handicap accessibility.



L.E. Phillips Senior Center



Housing Rehabilitation

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>1999</u> <u>Actual</u>	<u>2000</u> <u>Adopted</u>	<u>2000</u> <u>6-Month</u> <u>Actual</u>	<u>2000</u> <u>Estimated</u>	<u>2001</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Intergovernmental	\$ 1,265,984	\$ 905,000	\$ 347,935	\$ 905,000	\$ 904,000
Miscellaneous	285,378	260,000	112,709	260,000	260,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues and Other Financing Sources	1,551,362	1,165,000	460,644	1,165,000	1,164,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Expenses and Other Financing Uses:					
Personal Services	85,939	59,000	44,023	59,000	55,500
Contractual Services	76,138	131,400	62,890	131,400	95,200
Utilities	867	900	461	900	500
Fixed Charges	1,317	0	0	0	0
Materials & Supplies	13,489	4,000	6,622	4,000	3,300
Contributions & Other	151,033	389,500	72,997	389,500	425,500
Capital Outlay	0	14,000	0	14,000	49,500
Loans to Other Agencies	325,310	20,000	73,187	20,000	117,300
Other Financing Uses	837,106	546,200	175,645	546,200	417,200
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses and Other Financing Uses	1,491,199	1,165,000	435,824	1,165,000	1,164,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Excess (Deficiency) of Funding Sources Over Uses	\$ 60,163	\$ -	\$ 24,820	\$ -	\$ -
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Working Capital/Available Fund Balance					
Beginning Balance	\$ (138,469)	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	60,163	-	-	-	-
From deferred revenue	78,306	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Budget Overview

REVENUES

The grant award for 2001 is \$904,000. Miscellaneous revenues consist of payment received on rehabilitation loans. The payments average approximately \$260,000 per year.

EXPENDITURES

CONTRIBUTIONS & OTHER

CDBG funds are allocated to various organizations that provide services to low and moderate income person. 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	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
INTERGOVERNMENTAL REVENUES					
Block grant funds	\$ <u>1,265,984</u>	\$ <u>905,000</u>	\$ <u>347,935</u>	\$ <u>905,000</u>	\$ <u>904,000</u>
MISCELLANEOUS					
Program income	<u>285,378</u>	<u>260,000</u>	<u>112,709</u>	<u>260,000</u>	<u>260,000</u>
Total revenues	\$ <u>1,551,362</u>	\$ <u>1,165,000</u>	\$ <u>460,644</u>	\$ <u>1,165,000</u>	\$ <u>1,164,000</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. The grant for 2001 is \$904,000.

MISCELLANEOUS

Activities under this program include primarily loans for housing rehabilitation. Loan repayments are estimated at:

Housing Rehab Installment Loan Repayments	\$200,000.00
Housing Rehab Deferred Loan Repayments	\$45,500.00
Economic Development and Other	<u>\$14,500.00</u>
Total Loan Repayments	<u>\$260,000.00</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 total \$1,164,000.

Staffing

Community Development Block Grant

	1999	2000	2001
Administrator - Housing Division	0.50	0.50	0.50
Housing Rehabilitation Specialist	1.00	1.00	1.00
Assistant to Administrator - Housing	0.60	0.60	0.70
Office Associate	0.15	0.15	0.10
Project Assistant	0.60	0.60	0.65
Rental Technician	<u>0.15</u>	<u>0.15</u>	<u>0.05</u>
Total FTE Positions	<u><u>3.00</u></u>	<u><u>3.00</u></u>	<u><u>3.00</u></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 May 2000, the Eau Claire City Council approved the following CDBG projects totaling \$1,164,000:

Grant	\$904,000
(8-1-00 to 7-31-01)	
Estimated Program Income	<u>\$260,000</u>
Total	\$1,164,000

Public Services

Chippewa Valley Free Health Clinic	\$12,000
Community Table – Meal Center	\$12,000
Feed My People – Food Distribution	\$12,000
Bolton Refuge House – Vocational Advocate	\$12,000
Building Families – Child Abuse Prevention	\$12,000
Interfaith Hospitality – Homeless Assistance	\$12,000
Western Dairyland – Minority Business Asst.	\$10,000
Hmong Association – Housing Liaison	\$19,000
Police Department – Community Liaison	\$33,000
Police Department – Coalition for Youth	\$20,000
Parks Department – After School Activities	\$12,500

Intensified Code Enforcement

City/County Health Department	\$26,200
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Acquisition, Relocation and Clearance

North Barstow St. Redevelopment	\$200,000
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Public Facilities and Improvements

Forest Street Park: Park Improvements	\$15,000
Mt. Simon Park: Play Equipment Access.	\$25,000
Mt. Simon Park: Lighting Improvements	\$12,000
Lakeshore Park: Park Improvements	\$6,000
Owen Park: Play Equipment Accessibility	\$36,000
Interfaith Homeless Shelter Rehab	\$117,300

Rehabilitation

Housing Rehabilitation	\$258,000
Lead Paint Rehabilitation Program	\$49,500

Planning

Northside Hill Neighborhood Association	\$3,000
Historic Randall Park Neighborhood Assoc.	\$3,000
Runway Avenue Neighborhood Association	\$1,000
Mt. Washington Neighborhood Association	\$2,100
Eau Claire City Center Corporation	\$24,900
Comprehensive Plan – Planning Dept.	\$64,000

Program Administration

Administration	\$132,000
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Contingency

To cover cost overruns	\$22,500
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CDBG Total	<u>\$1,164,000</u>
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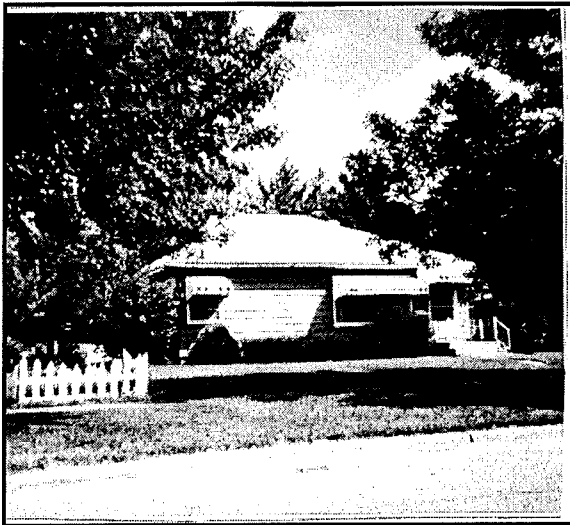
Housing Rehabilitation Operation Highlights



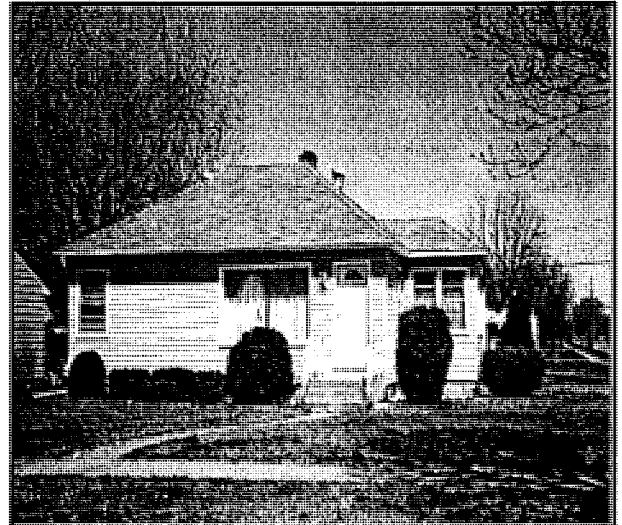
"Since 1977 the City of Eau Claire has invested over \$25,000,000 of CDBG funds in various community development and housing related activities."

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

Since its inception, the Loan Program has assisted with the rehabilitation of over **720** homes in the City of Eau Claire. Over \$4,000,000 has been loaned to homeowners and investors to correct code deficiencies and improve housing. The City Housing Division receives approximately \$260,000 per year from the repayment of these loans. These repayments are sufficient to continue this program without additional funds from future CDBG grants.



BEFORE



AFTER

Public Services

A maximum of 15 percent of the City's annual CDBG allocation may go for public services that benefit low-income persons. Approximately \$1,800,000 has been allocated to area public service providers over the last 11 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



Homeownership

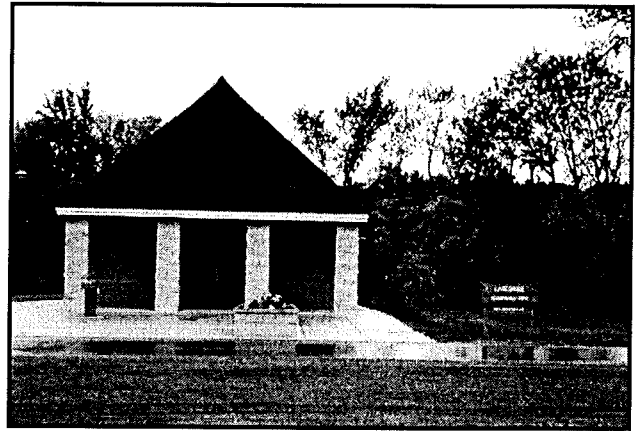
In 1991, 12 single-family homes were purchased for a lease-to-purchase homeownership program. Low- to moderate-income families rent these homes for five years, during which time a portion of the money they pay in rent will go toward reducing the final purchase price. Since 1991, these original homes 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 \$760,000 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 Runway Avenue Neighborhood Parks. Parks receiving CDBG funds must be located in low- to moderate-income neighborhoods.



Lakeshore 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 \$120,000. Some of the streets that have received boulevard trees include:

Water Street
Omaha Street
Broadway Street
Second Avenue
Hudson Street

Fifth Avenue
Niagara Street
Bellinger Street
E. Madison Street
First Ave (Owen Park)



Future Outlook

- ◆ The CDBG program has proven itself a good program for providing federal funds for housing rehabilitation, public services, public facilities and parks, etc. It is anticipated that the City of Eau Claire will continue to receive CDBG funds from the federal government for many years to come. Since the program's inception, CDBG has been a congressional favorite by which federal tax funds are returned directly to communities.
- ◆ The City of Eau Claire has received federal funds since 1975 with funding ranging from a low of \$555,000 in 1990 to a high of over \$900,000 in the mid-1990's. The last few years have seen allotments at the highest amounts in 25 years.
- ◆ The CDBG Housing Rehabilitation program is financially self-sufficient. Since the program's inception, funds have been provided to homeowners through installment or deferred loans. Annually, the Rehabilitation program receives approximately \$250,000 in loan repayments that HUD allows the City to retain when used for housing rehabilitation. With over 700 properties improved in Eau Claire, this program continues to be a good investment in the housing stock of our community. The program benefits the homeowner and neighborhoods, corrects code violations and improves the housing stock in Eau Claire.
- ◆ One of the largest challenges facing the Housing Rehabilitation program and other housing programs are the stricter requirements for meeting lead-based paint remediation standards. The new requirements will add cost and time to each project because only certified contractors may be used for the lead remediation work.

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 city center activity. Major areas of emphasis include: industrial, warehouse and distribution, service, office, redevelopment of the city center and commercial/retail. The Economic Development Division services approximately 63,500 citizens, 3,800 businesses, 150 manufacturers, and 500 city center 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 Industrial Development Corporation
 - Board of Directors
 - Executive Committee
 - Business Committee
- ◆ Eau Claire Redevelopment Authority
- ◆ City Center Corporation
 - Board of Directors
 - Executive Committee
- ◆ 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



Development
Zone

Overview of Revenues and Expenditures
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	<u>1999</u> <u>Actual</u>	<u>2000</u> <u>Adopted</u>	<u>2000</u> <u>6-Month</u> <u>Actual</u>	<u>2000</u> <u>Estimated</u>	<u>2001</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Miscellaneous	\$ 516,911	\$ 453,800	\$ 272,483	\$ 453,800	\$ 445,000
Non-Operating Revenue	426,264	240,000	709,371	240,000	170,000
Other Financing Sources	224,475	150,000	-	150,000	150,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues and Other Financing Sources	1,167,650	843,800	981,854	843,800	765,000
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Expenditures and Other Financing Uses:					
Personal Services	121,216	123,800	62,434	123,800	129,600
Contractual Services	14,499	86,700	16,382	86,700	89,300
Utilities	20,876	22,700	10,540	22,700	22,700
Fixed Charges	1,328	1,400	728	1,400	1,400
Materials & Supplies	2,686	3,500	2,480	3,500	4,000
Contributions & Other Payments	381,500	208,500	131,833	208,500	212,300
Loans to Other Agencies	150,000	-	112,000	732,000	-
Other Financing Uses	350,000	200,000	-	200,000	200,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures and Other Financing Uses	1,042,104	646,600	336,397	1,378,600	659,300
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Excess (Deficiency) of Funding Sources Over Uses	\$ <u>125,546</u>	\$ <u>197,200</u>	\$ <u>645,458</u>	\$ <u>(534,800)</u>	\$ <u>105,700</u>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	125,546	197,200		(534,800)	105,700
Transfer (to)from reserve - Economic Development	(125,546)	(197,200)		534,800	(105,700)
	<hr/>	<hr/>		<hr/>	<hr/>
Ending Balance	\$ <u>-</u>	\$ <u>-</u>		\$ <u>-</u>	\$ <u>-</u>
	<hr/>	<hr/>		<hr/>	<hr/>

Budget Overview

REVENUES

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

EXPENDITURES

PERSONAL SERVICES

The increase of 4.6% in Salaries and Benefits was due to a 3% labor contract increase and an additional step increase for the Business Assistance Specialist.

CONTRACTUAL SERVICES

Included in contractual services are charges relating to postage, computer service charges, advertising, professional services and training. The computer service charges increased by \$1,800 and advertising was increased by \$800 in 2001.

CONTRIBUTION & OTHER PAYMENTS

The financial support to Momentum 21 is based on 43 cents per capita.

OTHER FINANCING USES

The transfer to the Redevelopment Authority for capital projects is projected to remain at \$200,000.

Revenue Detail

<u>Revenue Classification</u>	Economic Development				
	1999	2000	2000	2000	2001
	<u>Actual</u>	<u>Budget</u>	<u>6-Month Actual</u>	<u>Estimated</u>	<u>Budget</u>
MISCELLANEOUS					
Interest income	\$ 299,080	\$ 275,000	\$ 137,640	\$ 275,000	\$ 275,000
Other interest	142,232	117,800	95,389	117,800	108,000
Building rental	75,599	61,000	39,454	61,000	62,000
Total miscellaneous	<u>516,911</u>	<u>453,800</u>	<u>272,483</u>	<u>453,800</u>	<u>445,000</u>
NON-OPERATING REVENUES					
Principal payment on loans	<u>426,264</u>	<u>240,000</u>	<u>709,371</u>	<u>240,000</u>	<u>170,000</u>
OTHER FINANCING SOURCES					
Transfer from General fund	150,000	150,000	-	150,000	150,000
Sale of capital assets	<u>74,475</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total other financing sources	<u>224,475</u>	<u>150,000</u>	<u>-</u>	<u>150,000</u>	<u>150,000</u>
Total revenues and other financing sources	<u>\$ 1,167,650</u>	<u>\$ 843,800</u>	<u>\$ 981,854</u>	<u>\$ 843,800</u>	<u>\$ 765,000</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 industrial buildings owned by the city and leased to local businesses at below-market rates as part of an economic development program.

OTHER FINANCING SOURCES

Transfer from other funds is primarily an operating subsidy from General Fund to provide an increasing reserve for the economic development loan program. Principal repayment on outstanding loans also provides for a revolving loan pool.

Staffing

Economic Development

	1999	2000	2001
Economic Development Specialist	1.00	-	-
Economic Development Administrator	-	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

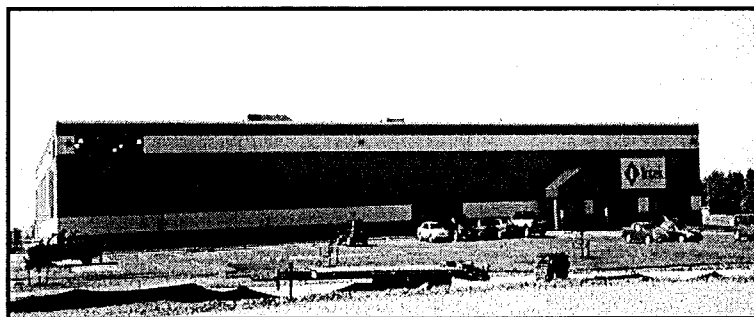
- ◆ Development statistics
- ◆ Demographics
- ◆ Maps
- ◆ Economic profiles
- ◆ Cost of living index
- ◆ Website development and maintenance

Infrastructure

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



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



*Nestle USA
new facility
ground-
breaking*

Nestle USA announced they will be expanding into a new 82,000 square foot facility in the Gateway Northwest Business Park.

Marketing and Recruitment

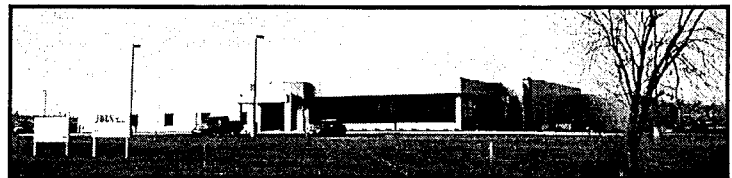
- ◆ Promotions
- ◆ Call trips
- ◆ Trade shows
- ◆ Proposals to prospects
- ◆ Presentations to community groups
- ◆ Site selection assistance
- ◆ Chippewa Valley Regional Airport Display Case



*Airport
Display Case*

Education

- ◆ Coordinate with local educational institutions
- ◆ National Technological University (NTU)
- ◆ Internships



*Chippewa Valley Technical College
Manufacturing Technology Center*

Financing

- ◆ Economic Development Loan Fund (EDF)
 - # Of loans = 44
 - \$ Amount of loans = \$8,933,002
 - (Includes Gateway and Clearwater loans)
 - # Of jobs created & saved = 1,100+
 - ◆ Revolving Loan Fund (RLF)
 - # Of loans = 25
 - \$ Amount of loans = \$1,014,100
 - # Of jobs created & saved = 250
 - ◆ Development Zone Program
 - # Of businesses certified = 37
 - \$ Amount certified = \$1,918,500
 - (\$37,717 façade)
 - # Of jobs created & saved = 700+
 - ◆ Façade & Downtown Loan Pools* (EDF)
 - # Of loans = 21 (13 façade)
 - \$ Amount of loans = \$616,767
 - # Of jobs created & saved = 78
- *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>2000</u> <u>Support</u>	<u>2001</u> <u>Support</u>
Eau Claire Area Industrial Development Corporation	\$115,000	\$115,000
Eau Claire Redevelopment Authority ^(B)	400,000	400,000
Eau Claire City Center Corporation	54,000	55,600
Momentum Chippewa Valley	24,500	26,700
Eau Claire Innovation Center ^(C)	15,000	15,000
Gateway Industrial Park Corporation ^(A)	-0-	-0-

(A) The City has made loans to Gateway

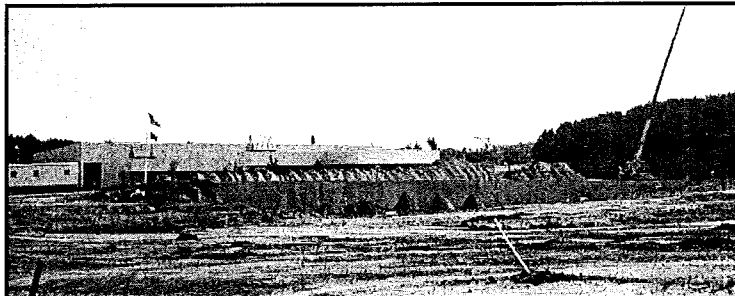
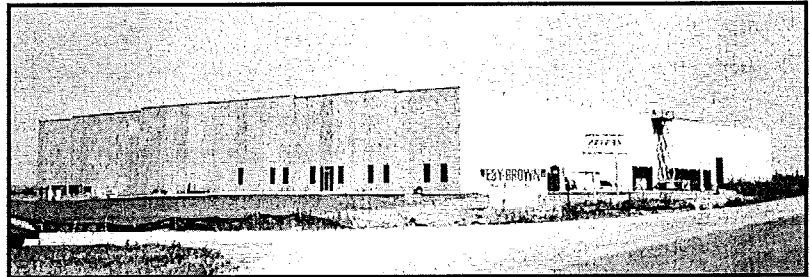
(B) Includes EDF & CDBG

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



Uniprise facility. The company now employs over 600 people.

EBY-Brown Company's 100,800 square foot expansion in the Gateway Northwest Business Park.



W.L. Gore & Associates' 97,000 square foot addition in the Gateway Northwest Business Park.

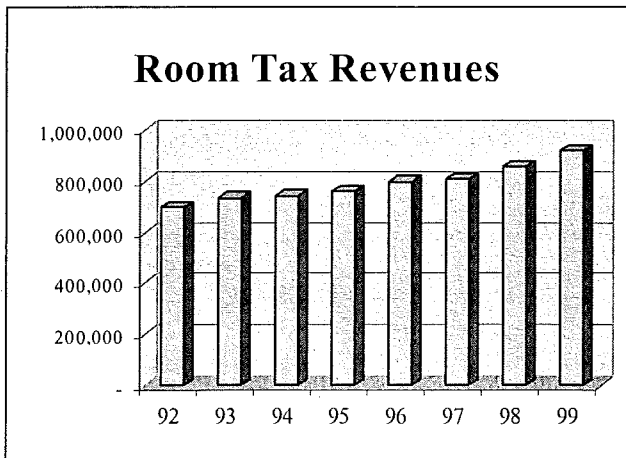
Future Outlook

The future outlook and issues for budget year 2001 remain the same as in last year's budget.

- ◆ The supply of Industrial Park land as a whole is low. Most of the available acreage is in one park, Gateway Northwest, with half of the park not presently served by utilities or streets. The following issues will need to be addressed:
 - ◆ Acceleration of capital improvements in TIF #5 to provide roads, sewer and water in Gateway Northwest Business Park.
 - ◆ Purchase of additional industrial land.
 - ◆ The changing uses and mixes of tenants in Business Parks and how to categorize businesses such as software companies.
 - ◆ Lack of available sites with railroad access.
 - ◆ Shortage of locations for the small industrial, warehouse and distribution businesses and heavy industrial businesses.
 - ◆ The ability to provide utilities and water plant treatment capacity for companies with extensive water needs and metal discharge.
- ◆ Existing industrial buildings for sale or lease are very limited. There is currently no privately owned spec building to market. Banbury Place is full in the industrial sections of the facility. National Presto also has only a small amount of industrial space remaining and the other privately owned spec buildings are being utilized.
- ◆ Economic Development incentive programs are still competitive. However, our job credit policy may need to be reviewed to determine if credit should be given toward large capital investments for equipment. The Wisconsin Department of Commerce is also reviewing this policy change for the State's economic development incentive programs.
- ◆ Availability of labor force is an issue that is of concern to some businesses in the Eau Claire area. The retail, service, hospitality and lower paying manufacturing firms seem to be the ones most effected. The Eau Claire citizens have more choices for employment and area firms are competing for the employees by raising wages and benefits. There is increasing pressure on economic development agencies to help businesses with workforce issues, especially the recruitment of employees.
- ◆ Future staffing issues include hiring interns from UW-Eau Claire for summer positions. We may want to consider doing this during the school semesters to insure that we get the brightest students. We have allocated funds in the 2001 budget for this purpose.

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

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>Overview of Revenues and Expenditures</h2>
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	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 924,104	\$ 870,000	\$ 407,911	\$ 925,000	\$ 925,000
Miscellaneous	<u>6,360</u>	<u>3,200</u>	<u>1,505</u>	<u>5,000</u>	<u>5,000</u>
Total Revenues and Other Financing Sources	<u>930,464</u>	<u>873,200</u>	<u>409,416</u>	<u>930,000</u>	<u>930,000</u>
Expenditures and Other Financing Uses:					
Contractual Services	240	300	400	300	1,900
Contributions & Other Payments	678,382	722,000	448,541	722,000	765,900
Other Financing Uses	<u>205,000</u>	<u>220,500</u>	<u>-</u>	<u>228,300</u>	<u>146,600</u>
Total Expenditures and Other Financing Uses	<u>883,622</u>	<u>942,800</u>	<u>448,941</u>	<u>950,600</u>	<u>914,400</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 46,842</u>	<u>\$ (69,600)</u>	<u>\$ (39,525)</u>	<u>\$ (20,600)</u>	<u>\$ 15,600</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 122,183	\$ 83,883		\$ 169,025	\$ 148,425
Changes in Available Balances:					
Residual equity transfer out	-	-		-	(164,000)
From operations	<u>46,842</u>	<u>(69,600)</u>		<u>(20,600)</u>	<u>15,600</u>
Ending Balance	<u>\$ 169,025</u>	<u>\$ 14,283</u>		<u>\$ 148,425</u>	<u>\$ 25</u>

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 \$925,000 in 2001.

EXPENDITURES**CONTRACTUAL SERVICES**

Included in this category is a \$400 appropriation for the audit and \$1,500 for the lease of computer software.

CONTRIBUTIONS & OTHER PAYMENTS

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

◆ Regional Arts Council	\$ 97,900
◆ Chippewa Valley Symphony	3,500
◆ Chippewa Valley Theatre Guild	3,500
◆ Chippewa Valley Chamber Orchestra	3,500
◆ Eau Claire Children's Theatre	3,500
◆ Chippewa Valley Museum	83,100
◆ Paul Bunyan Camp	25,300
◆ Convention & Visitors Bureau	518,600
◆ Sports Commission	25,000
◆ Community Beautification	2,000
◆ Wayfinder Sign Program	20,000
◆ Special Events -General Fund	45,500
◆ Residual Equity Transfer to Hobbs	164,000
◆ Transfer to Parks & Recreation CIP	<u>81,100</u>
Total	<u>\$1,076,500</u>

Revenue Detail

Community Enhancement

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
TAXES					
Room tax funds	\$ 924,104	\$ 870,000	\$ 407,911	\$ 925,000	\$ 925,000
MISCELLANEOUS					
Interest income	6,360	3,200	1,505	5,000	5,000
Total revenues	\$ 930,464	\$ 873,200	\$ 409,416	\$ 930,000	\$ 930,000

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 1999, 26,286 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.



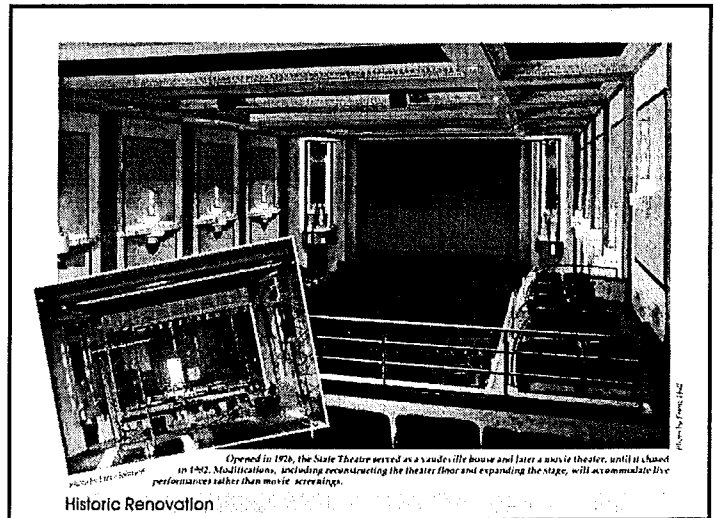


State Theatre Building 1926

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

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 work rooms, 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.



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 Fun!”

- Mission Statement -

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.

L.E. Phillips Memorial Public Library consists of 4 divisions:

- ◆ Library - Administration
- ◆ Children's – Circulation Services
- ◆ Information & AV Services
- ◆ Technical Services

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.

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
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	<u>1999</u>	<u>2000</u>	<u>2000</u>	<u>2000</u>	<u>2001</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Estimated</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 2,206,000	\$ 2,247,000	\$ 2,247,000	\$ 2,247,000	\$ 2,305,100
Intergovernmental	-	16,000	1,000	16,000	16,000
Fines & Forfeits	94,852	96,000	48,773	99,400	99,500
Charges for Services	8,643	32,700	4,259	32,900	32,900
Charges for Services-					
Intergovernmental	662,671	701,900	27,116	705,100	784,800
Miscellaneous	22,381	19,500	12,241	19,500	19,500
Other Financing Sources	240	300	-	300	300
	<u>2,994,787</u>	<u>3,113,400</u>	<u>2,340,390</u>	<u>3,120,200</u>	<u>3,258,100</u>
Total Revenues and Other Financing Sources					
	<u>2,994,787</u>	<u>3,113,400</u>	<u>2,340,390</u>	<u>3,120,200</u>	<u>3,258,100</u>
Expenditures and Other Financing Uses:					
Personal Services	1,616,869	1,869,300	868,387	1,864,900	2,040,900
Contractual Services	238,571	379,800	112,119	328,800	398,000
Utilities	76,129	85,500	43,598	93,900	98,500
Fixed Charges	21,900	22,800	8,814	20,000	31,500
Materials & Supplies	408,095	441,000	136,274	452,000	459,100
Contributions & Other Payments	8,004	7,900	7,898	7,900	8,000
Capital Outlay	100,613	54,900	36,330	111,000	60,100
Other Financing Uses	387,803	292,200	102,803	240,500	202,000
	<u>2,857,984</u>	<u>3,153,400</u>	<u>1,316,223</u>	<u>3,119,000</u>	<u>3,298,100</u>
Total Expenditures and Other Financing Uses					
	<u>2,857,984</u>	<u>3,153,400</u>	<u>1,316,223</u>	<u>3,119,000</u>	<u>3,298,100</u>
Excess (Deficiency) of Funding Sources Over Uses	\$ <u>136,803</u>	\$ <u>(40,000)</u>	\$ <u>1,024,167</u>	\$ <u>1,200</u>	\$ <u>(40,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 97,499	\$ 43,200		\$ 79,647	\$ 80,847
Changes in Available Balances:					
Net revenue adjustment	-	-		-	-
From operations	136,803	(40,000)		1,200	(40,000)
From(To) designated reserves	(154,655)	-		-	-
	<u>79,647</u>	<u>3,200</u>		<u>80,847</u>	<u>40,847</u>
Ending Balance	\$ <u>79,647</u>	\$ <u>3,200</u>		\$ <u>80,847</u>	\$ <u>40,847</u>

Budget Overview

REVENUES

Total revenues are up 4.6%. As a result of recent changes in state statutes, Chippewa County is required for the first time to reimburse the library for services provided to rural Chippewa County residents. The amount of the reimbursement for Chippewa County will be \$48,100.

TAXES

Gross Tax Levy - City

The gross tax levy for the city for library purposes will rise 2.6%, from \$2,247,000 in 2000 to \$2,305,100.

Estimated Property Tax Rate - City

The estimated property tax rate in the city for library purposes will decrease 1.3%, from \$0.987958 to \$0.975.

CHARGES FOR SERVICES - INTERGOVERNMENTAL

The charges for services to Eau Claire County will increase 4.7% to \$576,600. As noted above, Chippewa County will pay \$48,100 for services to its rural residents.

EXPENDITURES

The library's total budgeted expenditures will rise 4.5%, from \$3,153,400 in 2000 to \$3,298,100 in 2001.

PERSONAL SERVICES

The account reflects an increase of 9.1%. The current labor agreement with AFSCME Local 284A expires on December 31, 2000. A 3% cost of living increase has been estimated for the pay steps of all library staff. Also included here are wages for Circulation Unit staff as a result of the shift of the library security function from a contracted guard service to internal staff.

The costs of a permanent increase of 5 hours per week for the Library Associate II position in Administration are contained in this account, along with the costs of limited term employees for the digitizing of library records.

CONTRACTUAL SERVICES

Contractual services expenditures will be up 4.7%. One of these accounts, Computer Service Charges, will increase 37.1% from \$71,800 in 2000 to \$98,500 in 2001, primarily due to the introduction for the first time of annual vendor support fees for the new automated library system and anticipated increases in charges for the shared automated library system due to the addition of support staff.

UTILITIES

Includes gas & electric utility, water, sewer, garbage, telephones and storm water charges. The projected 15.2% increase in utility costs is primarily caused by an increase of 19.5% in electricity charges, from \$49,700 in 2000 to \$59,400 in 2001. The electrical increase is due to an increase in estimated use patterns and increased rates.

OTHER FINANCING USES

The Transfer to Library Capital Projects account transfers \$66,800 to the capital fund. The 2001 transfer has been reduced \$36,000 from the usual appropriation of \$102,800 because the digitization of library records will be initiated from the operations account rather than the capital accounts as originally projected.

Revenue Detail

Public Library

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
TAXES					
City	\$ 2,206,000	\$ 2,247,000	\$ 2,247,000	\$ 2,247,000	\$ 2,305,100
INTERGOVERNMENTAL REVENUES					
Federal aid	-	16,000	1,000	16,000	16,000
FINES & FORFEITS					
Library fines	85,901	88,000	45,350	91,400	91,500
Miscellaneous	8,951	8,000	3,424	8,000	8,000
Total fines & forfeits	94,852	96,000	48,773	99,400	99,500
CHARGES FOR SERVICES					
Miscellaneous	8,643	32,700	4,259	32,900	32,900
CHARGES FOR SERVICES- INTERGOVERNMENTAL					
County	560,534	550,500	-	552,600	624,700
Indianhead Federated System	99,209	148,600	26,409	149,700	156,200
Miscellaneous	2,928	2,800	707	2,800	3,900
Total charges for services - intergovernmental	662,671	701,900	27,116	705,100	784,800
MISCELLANEOUS					
Grant revenue	-	-	2,500	-	-
Miscellaneous	22,381	19,500	9,741	19,500	19,500
Total miscellaneous	22,381	19,500	12,241	19,500	19,500
OTHER FINANCING SOURCES					
Sale of capital assets	240	300	-	300	300
Total revenues and other financing sources	\$ 2,994,787	\$ 3,113,400	\$ 2,340,390	\$ 3,120,200	\$ 3,258,100

Revenue Detail

TAXES

The L.E. Phillips Public Library is primarily supported through a City tax levy. The **2001 Tax Levy** is 71% 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 and a contract with the Indianhead Federated Library System (IFLS). In 2001, the Eau Claire County contract payment will represent 17.7% of the total revenues for the Library operations. The IFLS revenue funds the interlibrary loan program and reference services provided to all members of the library system, and accounts for 4.75% of revenues.

MISCELLANEOUS

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

OTHER FINANCING SOURCES

Other Financing Sources includes proceeds from the sale of capital assets.

Staffing

Public Library

	1999	2000	2001
Library Director	1.00	1.00	1.00
Associate Director	1.00	-	-
Librarian III	2.00	-	-
Librarian I	4.00	-	-
Professional 5	-	2.00	2.00
Professional 4	-	1.00	1.00
Professional 3	-	1.00	1.00
Professional 2	-	2.75	2.75
Professional 1	-	2.00	2.00
Library Associate II	6.93	7.26	7.39
Library Associate I	2.57	1.48	1.48
Library Assistant II	4.78	4.75	4.75
Library Assistant I	9.73	10.92	10.92
Desk Clerk	4.75	3.80	3.80
	<hr/>	<hr/>	<hr/>
Total FTE Positions	36.76	37.96	38.09
	<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:

- 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
- ◆ Self-service reserves and renewals for library materials
- ◆ Web access to the library's online catalog, including access to your customer record

1999 Annual Statistics

Total circulation	820,027
Circulation per capita	8.8
Total registered borrowers	38,904
Percentage of population that are registered borrowers.....	35.1%
Reference questions answered	83,941
Total number of library visitors	365,469

At the end of 1999, the library collection included:

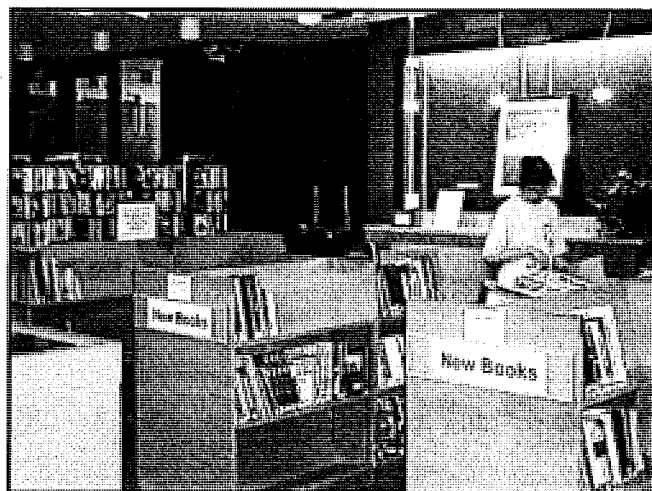
Books	229,541
Browsing Books.....	11,632
Audiocassettes.....	3,807
Compact discs	7,080
Books on cassette.....	4,059
Videocassettes.....	10,034
Other	7,463
TOTAL	273,616

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, books on cassette and compact disc and DVDs
- ◆ Word-processing computers and printers
- ◆ Young adult area with books and magazines
- ◆ Large print books
- ◆ Tax forms, telephone books and Wisconsin census records and information
- ◆ Electronic resources, including full-text magazine and newspaper articles and telephone and business listings, genealogy, law and reader's advisory.



"New Books" shelves

Programs

The library sponsors and coordinates a broad spectrum of programs for all ages. In 1999, participation in library programs increased overall—12,618 children and young adults attended programs at the library, while 8,970 adults attended programs. In 1999, over 1,400 children registered for the Summer Library Program and 264 adults registered for Club Read, a summer reading program for adults and young adults. Each year, thousands of library visitors view the library's art exhibits, which feature the work of local and regional artists, as well as many displays of interest to children and adults.



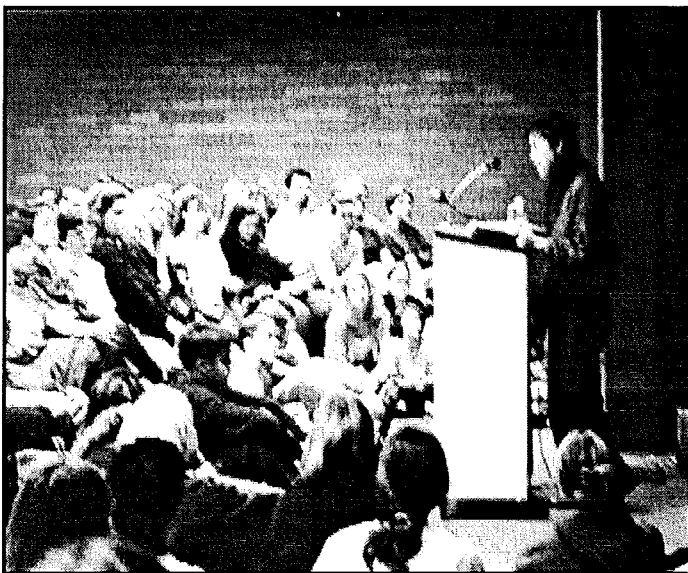
Children's Program in Eau Claire Room

Other programs include:

- ◆ Book discussion groups
- ◆ Cooking and health programs
- ◆ Author visits and poetry readings
- ◆ Folk arts and history programs



Talent Show



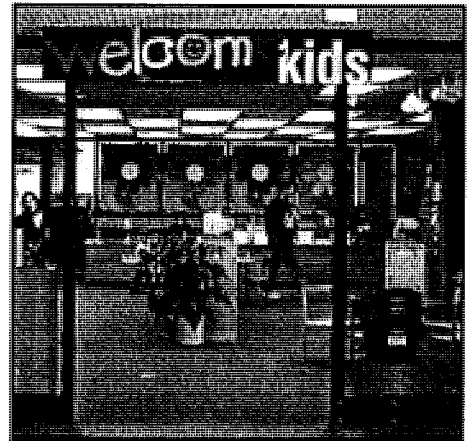
Author Reading

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

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.

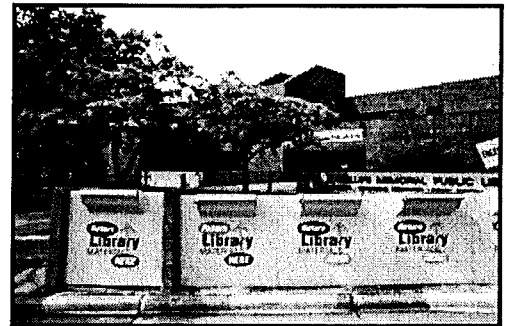
The library is open 63 hours per week, seven days a week, from September through May. The library is not open on Sundays in the summer.



Children's Area

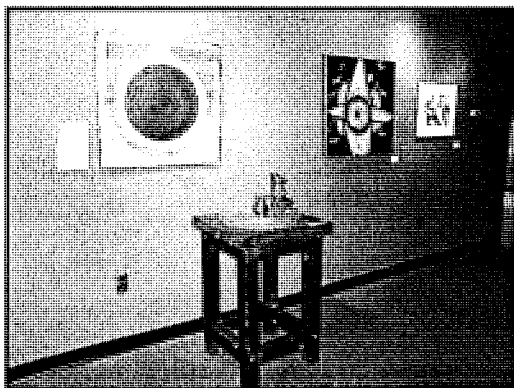
Equipment Replacement

Proposed Capital Purchases of replacement equipment include a 24-port network switch, an additional computer workstation, 1 microcomputer, 3 laser printers, 3 dot matrix printers, 2 barcode scanners and 2 bookdrops.



New Book Drops

CIP Highlights



Art Gallery

Proposed CIP expenditures include wall covering replacement and painting, replacement of some public seating, renovation of Youth Services and the art gallery, archival storage, a portable carpet cleaner and additional workstations for public use.

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, is expected to expand 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

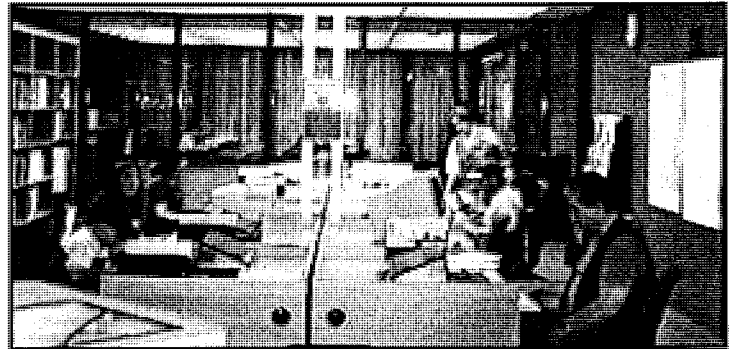
A customer at LEPMPL who is looking for a book on attention-deficit hyperactivity disorder (ADHD), for example, will see a single list of all the books and videos about ADHD that are owned by the participating libraries. The customer can see which items are checked out and which are available, and can directly place an

electronic order for the desired items, no matter which library owns them. The electronic order will go, without any staff intervention, to those libraries that have the available items. Staff members will get the items from their shelves and send them to LEPMPL, where the customer originated the order. Since the average delivery time will be two or three days, the customer will essentially have access to a single, large library with twenty locations.

◆ Integration of Library Resources

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

By mid-2000, the library had 42 computer workstations in place in support of this network, including 6 new workstations in an expanded audiovisual area of Youth



Internet Computers

Services and 8 in a new microlab adjacent to the Reference area of the library. The Youth Services workstations will offer educational and recreational software with the potential for access to all of the other electronic services of the library. The microlab includes workstations that can be used to provide instruction to groups such as seniors;

young adults; people with a special interest in, for example, investments, small business, travel, or genealogy, and customers who want to learn more about using the library. Library staff 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, will be developing specialized guides on topics of particular interest to library customers that will be 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 and schools and special high interest inter-generational programs. Youth Services staff has expanded its outreach and programming efforts to



Earth Day 2000

include new audiences, such as pre-toddlers in a new lap sit 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.

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

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

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

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

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

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

At the same time the library is expanding electronic connections with other libraries, the library will be evaluating new possibilities for improving the cultural, educational and recreational experiences that customers have when visiting the library. While library customers many times simply want information delivered in the fastest, simplest manner

possible, those same customers are, at other times, looking for a more relaxed, inviting experience, when they can browse and sample the depth and richness of library resources.

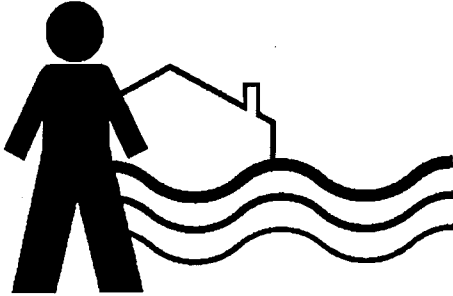


New Reference Area

Following the re-carpeting project in November 1999, several library services were consolidated into an expanded Information & Reference Center for better and more efficient customer service. The library is investigating other ways to make the library's interior more attractive and hospitable for customers.

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 4 divisions:

- ◆ Health - Administration
- ◆ Public Health Nursing
- ◆ Environmental Health
- ◆ Grants

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.
- ◆ 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

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 1,196,000	\$ 1,219,100	\$ 1,219,100	\$ 1,219,100	\$ 1,268,400
Intergovernmental	539,518	578,500	268,827	668,300	659,300
Licenses & Permits	208,856	204,200	128,829	204,200	205,900
Charges for Services	150,206	146,000	47,884	148,400	147,700
Charges for Services- Intergovernmental	697,032	732,500	313,647	742,500	768,800
Miscellaneous	22,410	4,200	16,589	19,200	19,200
Other Financing Sources	<u>22,816</u>	<u>26,200</u>	<u>24,432</u>	<u>26,200</u>	<u>31,000</u>
Total Revenues and Other Financing Sources	<u>2,836,838</u>	<u>2,910,700</u>	<u>2,019,308</u>	<u>3,027,900</u>	<u>3,100,300</u>
Expenditures and Other Financing Uses:					
Personal Services	2,388,500	1,993,200	1,191,842	1,979,100	2,055,000
Contractual Services	172,296	134,000	148,400	142,100	154,100
Utilities	22,273	18,000	7,665	18,000	18,400
Fixed Charges	27,110	24,300	8,744	24,300	24,300
Materials & Supplies	142,376	740,100	55,614	840,100	835,100
Capital Outlay	<u>180,800</u>	<u>25,100</u>	<u>36,693</u>	<u>24,300</u>	<u>23,700</u>
Total Expenditures and Other Financing Uses	<u>2,933,355</u>	<u>2,934,700</u>	<u>1,448,958</u>	<u>3,027,900</u>	<u>3,110,600</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (96,517)</u>	<u>\$ (24,000)</u>	<u>\$ 570,350</u>	<u>\$ -</u>	<u>\$ (10,300)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 268,756	\$ 142,256		\$ 172,239	\$ 172,239
Changes in Available Balances:					
From operations	(96,517)	(24,000)		-	(10,300)
Net revenue adjustment	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 172,239</u>	<u>\$ 118,256</u>		<u>\$ 172,239</u>	<u>\$ 161,939</u>

Budget Overview

REVENUES

TAX LEVY

The gross tax levy for the city for health services increased 4% from \$1,219,100 to \$1,268,400.

PROPERTY TAX RATE

The estimated property tax rate for Health Department purposes will be \$0.536, which is the same rate as last year.

CHARGES FOR SERVICES-INTERGOVERNMENTAL

Intergovernmental revenues increased 4.9% including a \$26,300 increase in Eau Claire County support. Eau Claire County support is approximately 24% of revenues.

LICENSES & PERMITS / CHARGES FOR SERVICES

Annually the Board of Health reviews fees charged by the Department. The increases established in 1999 appropriately covered the cost of the programs and few fees needed to be increased in 2000. We have reviewed fees for nursing services, fees for licenses and permits and included any changes expected at this time in the 2001 budget.

EXPENDITURES

PERSONAL SERVICES

To aid in implementing the recommendations of the nutrition needs assessment entitled Needs Analysis: Defining Public Health Nutrition Opportunities for Eau Claire County (Splett, 1997), to aid in meeting the demand for community nutrition services that has been demonstrated during 2000, and to address the nutrition area identified for action in the department's strategic plan, we propose a two hour per week increase in registered dietician staff time. This will allow planning to better address two documented needs: (a) increased prevention-oriented nutrition programming targeted to Eau Claire City/County adults, and (b) expanded nutrition guidance and promotion to families during the perinatal period, infancy and early childhood. These activities will be accomplished through collaboration with the community health educator, public health nurses, and existing community collaborative groups. The additional time will also enable nutritionist participation in analysis of county health data and promote integration of the nutrition perspective into the department's general public health programming.

Activities conducted during 2000 with 2 hours per week dietician time included: 26 nutrition consultations for public health nurses and their non-WIC clients, 2 nutrition presentations to community groups, information and referrals given to community members seeking nutrition assistance, serving on Healthy Communities Action Teams, expanding participation in local Childhood Nutrition Coalition and Wisconsin Nutrition & Physical Activity Work Group, serving on Good Breakfast for Good Learning Task Force, media news releases, appearances and interviews. The cost of 2 additional hours per week in 2001 would be \$2,200.

CONTRACTUAL SERVICES

Interface Kansas Integrated Public Health System (KIPHS) with Wisconsin Immunization Registry (WIR). In 2000, the Division of Public Health began to implement their statewide immunization registry program. This program will enable all immunization providers, using the system, to access immunizations given to children by any other provider in the state. In order for the immunizations given by the Health Department to electronically transfer to the Registry, an interface between the two programs needs to be written. Staff from the Kansas Health Institute will do this, working with the State Immunization Program staff. The projected cost is \$4,300.

Additional Information Systems Maintenance - The number of computer workstations and notebooks have increased over the past few years. More staff are using computers for word processing, database access and Internet searches. As the use and number of computers increases, more time is required to maintain and support the hardware and software our department uses. By maintaining a relationship with a computer support company we can use the resources, knowledge and training of all their staff as opposed to health department staff trying to keep up with the constantly changing computer market.

We try to maintain compatibility with City and County software so periodic upgrades are necessary. It takes a concerted effort from City and County management information system staff and our computer support company to allow all the networks to communicate. For example, this year the County entered into a contract with Office Depot for purchasing office supplies on-line. County management information system staff set up the communications with Office Depot, City MIS staff updated our Internet connection through WISCNET and our computer support company upgraded our web browsers and network configuration.

In 2001, we plan to upgrade our operating system software to Windows 2000, upgrade GroupWise and Office 97 to Office 2000. This was recommended during our discussions with City and County MIS department directors. We'll have 30 computers to upgrade so it will be a time consuming job and each computer may require different configurations depending on the status of their current software.

Based on services required during 2000, we are proposing to add \$10,000 to the Information Systems Maintenance category for 2001.

MATERIALS & SUPPLIES

File Cabinet - The Director of Environmental Health needs a five-drawer lateral file to replace a 3-drawer cabinet which will be used elsewhere in the department. Cost estimated - \$600.

Baby scales - Two baby scales will be replaced in 2001 so that staff have equipment that is accurate to use during home visits. \$600 was added to the budget for these items.

STD Supplies - As of 2000, proficiency samples needed by our laboratory for certification requirements are no longer available from the State Lab and need to be purchased by the department. The cost is \$300 per year.

Medical Supplies - An increase of \$1,500 is projected to cover the increased cost of safer medical devices. These newly developed products must be used to comply with recent changes in the Occupational Safety and Health Administration blood borne pathogen standards.

Revenue Detail

City-County Health Department

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
TAXES					
City	\$ 1,196,000	\$ 1,219,100	\$ 1,219,100	\$ 1,219,100	\$ 1,268,400
INTERGOVERNMENTAL REVENUES					
Federal aid	246,201	240,100	111,748	299,600	299,600
State aid	293,317	338,400	157,079	368,700	359,700
Total intergovernmental revenues	<u>539,518</u>	<u>578,500</u>	<u>268,827</u>	<u>668,300</u>	<u>659,300</u>
LICENSES & PERMITS					
Hotel and restaurant	73,156	73,900	50,564	73,900	73,900
Other	135,700	130,300	78,266	130,300	132,000
Total licenses & permits	<u>208,856</u>	<u>204,200</u>	<u>128,829</u>	<u>204,200</u>	<u>205,900</u>
CHARGES FOR SERVICES					
Miscellaneous	<u>150,206</u>	<u>146,000</u>	<u>47,884</u>	<u>148,400</u>	<u>147,700</u>
CHARGES FOR SERVICES-INTERGOVERNMENTAL					
Property taxes-county	679,200	714,700	297,770	714,700	741,000
Miscellaneous	<u>17,832</u>	<u>17,800</u>	<u>15,877</u>	<u>27,800</u>	<u>27,800</u>
Total charges for services - intergovernmental	<u>697,032</u>	<u>732,500</u>	<u>313,647</u>	<u>742,500</u>	<u>768,800</u>
MISCELLANEOUS REVENUES					
Miscellaneous	<u>22,410</u>	<u>4,200</u>	<u>16,589</u>	<u>19,200</u>	<u>19,200</u>
OTHER FINANCING SOURCES					
Transfers from other funds	<u>22,816</u>	<u>26,200</u>	<u>24,432</u>	<u>26,200</u>	<u>31,000</u>
Total revenues and other financing sources	\$ <u>2,836,838</u>	\$ <u>2,910,700</u>	\$ <u>2,019,308</u>	\$ <u>3,027,900</u>	\$ <u>3,100,300</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 2001, 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) dietary and nutrition program. This grant will account for 10% of all revenues in 2001.

State Aid grants are actively sought to help provide programs not supported by local property taxes, such as care for Refugee Health, AIDS testing, and Reproductive Health. Grants are estimated to provide 12% of all revenues in 2001.

LICENSES AND PERMITS

Hotel and Restaurant Licenses will account for 2.4% of revenue in 2001.

CHARGES FOR SERVICES

Charges for services include taxes levied by Eau Claire County. In 2001, **County Property Taxes** will account for 24% of revenue.

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

OTHER FINANCING SOURCES

The City-County Health Department receives **Transfers from Other Funds**. The Community Development Block Grant Fund transfers money to carry out a project of intensified inspections for code compliance within neighborhoods consisting predominantly of persons of low and moderate income.

Staffing

City-County Health Department

	1999	2000	2001
Director	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00
Confidential Secretary	1.00	1.00	1.00
Front Office Associate	2.39	2.39	2.39
PC Applications Specialist	0.60	0.60	0.60
Community Health Educator	1.00	1.00	1.00
Director of Nursing	1.00	1.00	1.00
Nursing Supervisor	1.00	1.00	1.00
Public Health Nurse	11.42	11.42	11.42
Public Health Aid	1.00	1.00	1.00
Bilingual Health Aide	1.40	1.40	1.40
Registered Dietician	-	0.05	0.10
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Specialist	6.60	6.60	6.60
Laboratory Chemist	1.00	1.00	1.00
Microbiology Coordinator	1.00	1.00	1.00
Laboratory Technician	0.70	0.80	0.80
Environmental Health Technician	1.00	1.00	1.00
Environmental Health Aid	0.23	0.23	0.23
Total FTE Positions	<u>34.34</u>	<u>34.49</u>	<u>34.54</u>
Grant Positions	11.77	11.47	11.47

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. (7) A local Board of Health shall 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 entire population in six key areas:

1. Prevent epidemics and the spread of disease
2. Protect the public against environmental hazards
3. Prevent injuries
4. Promote and encourage healthy behaviors and mental health
5. Respond to disasters and assist communities in recovery.
6. Make certain health services are of high quality and are accessible.

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. Promote access to primary and preventive health and dental services
8. Link people to needed health services
9. Maintain a diverse, adequate, and competent workforce to support the public health system
10. Evaluate effectiveness, accessibility, and quality of personal and population-based health services
11. Conduct research to seek new insights and innovative solutions to health problems
12. Foster the understanding and promotion of social and economic conditions that support good health

*(Wisconsin's Public Health Improvement Plan 2000-2010 Working Draft 6/29/00)

Operation Highlights

During the past year, the Department worked toward meeting the following program goals:

- ◆ The Department worked with Clear Air 2000 in the fall, which was a grassroots initiative to pass a smoke-free restaurant ordinance in the City of Eau Claire. The Health Department helped the group substantiate that environmental tobacco smoke is a public health issue for healthy non-smokers. The Board of Health passed a resolution in December supporting the Clear Air 2000 initiative in the City of Eau Claire.
- ◆ Environmental staff monitored changes in Wisconsin Administrative Rules Comm 83 and Comm 91, regarding Private On-Site Wastewater Treatment Systems, and provided information to the Board of Health and local and state officials about the effect of these rules on the environment.
- ◆ Health Department staff were part of a team that met with realtor and developer associations to develop final ground water protection measures in a revised County subdivision rule. The proposal was adopted by the County Planning and Development Committee in November and then adopted by the County Board in December.
- ◆ At-risk citizens were immunized with flu shots at several County clinic sites during October. The Department coordinated efforts with health care providers in the County in the Fifth Annual "Get-the-Shot" Campaign. The campaign was successful in helping immunize 73% of Eau Claire County residents 65 and over. The total number of flu shots administered to all ages by Health Department staff was 4,902.
- ◆ The Department developed a County Health Profile from "Healthier People in Wisconsin for the Year 2000" (State Health Plan). A final document entitled "The Health Status of Eau Claire County" was completed in August and placed on the county website in November. The third revised "Understanding Eau Claire County: Demographics and Health Indicators 1993-97 Data" was completed in October.
- ◆ The City-County Health Department was designated a Level III agency (the highest ranking) by the State Division of Public Health in October.
- ◆ Jean Stoll was hired as the Health Department's new community health educator. She has already begun working on several health promotion projects including seat-belt use, nutrition, alcohol prevention for middle school children, and smoking cessation.
- ◆ Staff has worked with Healthy Communities 2000 Action Teams on several projects including Youth Coalition Subcommittee and a two-day AODA workshop.
- ◆ Nursing consultations were provided within a family-centered, community-based, comprehensive system for children from birth to three years of age with a developmental delay or disability who were referred to the Early Intervention Program.

Public Health Nursing Operation Highlights

Public health nursing programs are mandated by state statutes and administrative rules. During 1999, the state Division of Public Health conducted its first survey of the Health Department's program in relation to the required framework of responsibilities. The nursing division was found to fulfill all state public health nursing requirements, contributing to the Department's attainment of Level III status, the state's highest designation. Throughout the year, the nursing division remained active in fulfilling mandated responsibilities as well as in addressing changing needs.

The state initiated its new "consolidated contract" process as a performance-based means of allocating grant funds to local health departments. Staff and administration worked together to identify community needs, develop objectives to guide work plans, and establish outcome measures to demonstrate achieving the objectives.



Public health nurses teach parents about caring for their children.

A new public health nursing statistical data software program was instituted. Nursing staff received training, adapted the program to Department needs, and prepared all materials necessary to implement the new system beginning January 1, 2000.

During 1999, public health nursing staff and administration collaborated effectively with several community organizations, including working on collaborative groups such as Safe Kids, the Chippewa Valley Breastfeeding Task Force, the Childhood Nutrition Coalition, and the Altoona Children's Council.

Staff also worked with the Health Care Access Action Team to develop a brochure that will help people without adequate health insurance coverage obtain services to meet their health care needs.

Staff participated with school personnel to develop the Eau Claire Area School District's first School Health Resource Guide. The guide was distributed to all schools in the district to standardize processes and provide access to current health guidelines.

Staff worked on Infant and Child Health Action Team initiatives such as the new Family Resource Center, the Child Care Subcommittee's community planning and advocacy activities, and the Brain Team's child development community education activities.

Staff also worked with community organizations in programs such as the pediculosis treatment program, the Birth to Three early intervention program for children with developmental needs, and the Building Families parenting skills program.

Immunization Clinics

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

School Nursing

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



Students and school personnel consult with nurses about health-related issues.

Adult Health Maintenance Clinics

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

Sexually Transmitted Disease Clinics

- ◆ Testing, diagnosis and treatment of sexually transmitted diseases

Maternal and Child Health Services

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

Family Planning Clinic

- ◆ A nurse practitioner provides information about breast self-exams, contraceptive methods and reproduction
- ◆ Physical exams are performed, and contraceptives are available

AIDS Counseling and Antibody Testing

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

Communicable Disease Control

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

Birth to Three Program

- ◆ Services to families with children from birth to three years of age who are significantly delayed in cognitive or physical development
- ◆ Provide identification and referral, screening and evaluation for children
- ◆ Provided nursing consultations to 108 children and service coordination for 77 children and families last year
- ◆ Provided nutrition consultations for seven children last year

WIC Program

- ◆ Supplemental food and nutrition program offered for pregnant or breastfeeding women, infants and children under age five
- ◆ Nutrition education and consultation provided
- ◆ Program's goal is to ensure good health through good nutrition
- ◆ Services provided to more than 2,000 individuals each month
- ◆ WIC food drafts redeemed at grocery stores and pharmacies in Eau Claire County totaled \$1,072,840 in 1999



WIC staff provides nutrition education to clients.

Women's Cancer Control Program

- ◆ Program is designed to increase the number of women who are screened for breast and cervical cancers
- ◆ Program focus is on women 50-64 who are at or below 200 percent of the poverty level and who are without adequate insurance coverage
- ◆ In 1999, 146 women were screened

Adult Health Services

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



Public health nurses provide prenatal assessment and education to women.

Clinics

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

Environmental Health 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. This department's environmental health and laboratory staff are highly trained in environmental, public health and laboratory science to carry out these responsibilities.

The following summary reflects some of the highlights for staff accomplishments and program changes in the environmental health section during 1999.

Significant changes were made in licensing requirements for restaurants and retail food establishments. Effective in July 1999, a food service facility can operate under either a retail food or a restaurant permit depending on which operation accounts for over fifty-percent of the total food sales. This change reduced the number of restaurant permits by 38 and retail food permits by six. An additional change was to determine restaurant permit fees by their annual gross food sale. This change provides a more equitable basis for assessing permit fees.

A gas chromatograph/mass spectrophotometer was purchased and installed in the laboratory to replace the outdated gas chromatograph. The new instrumentation enhances the health department's capabilities to test for a broader variety of chemical contaminants such as volatile organic chemicals and pesticides.

A new testing method was initiated in the laboratory for detecting coliform bacteria in drinking water. This new testing method provides results four hours sooner than the previous method. This shorter time period has proven to be very beneficial for municipalities to initiate corrective measures in a timelier manner, if coliform bacteria are detected in their water systems.

Fourteen applications were processed and \$42,946 was approved to provide state grants to repair failed sewage systems in 1999. The total funding received by county residents since January 1991 to repair 291 failing sewage systems is \$843,162.

A revision to the City of Eau Claire refuse regulation in 1999 required buildings with more than two apartments to have the refuse containers screened from view of any street. Approximately 300 rental property owners were sent notices to comply with this requirement. Further follow-up will be done in 2000 to monitor compliance.

Two city-wide sweeps were conducted in Eau Claire to enforce changes made in the city refuse regulation by removing containers left illegally at curbside. A total of 71 refuse containers were removed in June and 15 containers were removed in October. Environmental Health Staff also spent time informing residents of the new regulation, which requires that refuse containers must be stored behind the front set back of dwellings.

Environmental Health Staff worked with County Planning and Development Staff to finalize county subdivision rule additions regarding groundwater and drinking water protection. These proposed additions were adopted by the County Board in December 1999.

Solid Waste Management

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



Environmental health staff monitor Eau Claire for violations of the city refuse regulation.

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

Occupational Health and Air Quality

- ◆ Odor and air pollution complaints investigated
- ◆ Indoor air quality problems, such as radon, formaldehyde and carbon monoxide, are investigated for approximately 40 citizen requests on an annual basis.

Drinking Water and Ground Water

Protections

- ◆ Conducted inspections of 280 new sewage systems and enforced correction of malfunctioning sewage systems last year
- ◆ Inspected 226 public and private wells to assess their sanitary condition
- ◆ Each year require proper abandonment of approximately 31 wells that are no longer in use
- ◆ Provide consultation to approximately 205 citizens on drinking water quality problems each year

Housing Inspections and Surveys

- ◆ Housing Maintenance and Occupancy Code used as an enforcement tool in annual inspections of 176 licensed rooming houses and 377 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
- ◆ Lead hazard inspections done for suspected lead poisoning cases
- ◆ Hotel and motels licensed and inspected on a routine basis to maintain health standards
- ◆ Mobile home parks inspected annually to assess compliance with local and state regulations

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



Rodent and Vector/Rabies Control

- ◆ Follow-up is done each year for approximately 200 reported bites to humans, requiring a 10-day quarantine of the animal and laboratory testing to rule out rabies infections
- ◆ Traps are available for catching nuisance animals
- ◆ Investigate insect and rodent infestation problems and provide consultation on control
- ◆ Conduct biannual rabies immunization clinics to vaccinate approximately 1,500 dogs and cats. Clinics will be held in April 2002



Food safety is monitored in local restaurants.

Food Protection

- ◆ Staff inspect approximately 700 facilities each year such as restaurants, public and private schools, taverns, bakeries, grocery stores, vending machines and temporary food stands to assess their sanitary conditions
- ◆ A total of 17 complaints of food borne illness involving 20 individuals were investigated in 1999

Recreational Sanitation

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

Laboratory Services

Bacteria Testing

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

Chemical Testing

- ◆ Conduct over 9,000 chemical analyses to test for contaminants in water, air, soil, paint, food and other environmental sources each year
- ◆ Drinking water supplies tested for volatile organic compounds, fluoride, nitrates, and metals such as lead, copper, chromium, and arsenic
- ◆ Paint, air, food and soil tested for lead and other chemical contaminants

Future Outlook

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

- ◆ Be a leader in providing education about emerging public health issues in the community.
- ◆ Continue to assess the health needs of our service area by collecting and analyzing community health data and participating in data sharing partnerships.
- ◆ Be an active leader and partner in the Healthy Communities initiative over the next 10 years through communication, coalition building, and collaborative practice.
- ◆ Improve community health through promoting healthy lifestyle choices.
- ◆ Enhance the continuum of parenting support and education services for families in Eau Claire City/County.
- ◆ Advocate in support of health programs for the uninsured and underinsured members of the community.
- ◆ Define the Health Department's role in meeting the health needs of an aging population through community collaboration.
- ◆ Expand nutrition education/services to increase knowledge about healthful food choices among people of all ages.
- ◆ Establish and maintain partnerships and be a resource for the development of tobacco reduction strategies and policies for the community.
- ◆ Enhance laboratory capabilities to utilize new technology to test for specific disease agents and chemical contaminants in food, drinking water, and surface water.
- ◆ Expand the capability of protecting the food supply through the use of evolving technology and regulatory oversight.
- ◆ Implement additional measures to promote safe and healthy home environments as well as to achieve acceptable maintenance of the city's aging housing.
- ◆ Continue to implement an integrated, comprehensive management information system for the Department.
- ◆ Develop partnerships with appropriate health and safety providers regarding bioterrorism readiness and planning from a public health perspective.

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: 21
 - ◆ Total outstanding debt as of 12/31/00: \$31,067,000

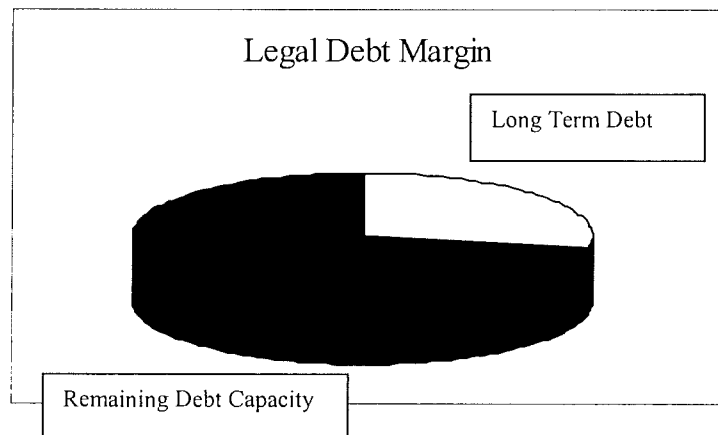
- ◆ Tax incremental bonds are issued to finance TIF district improvements in the TIF project plans. Tax incremental bonds are paid by segregated property taxes, but are ultimately backed by the full faith and credit of the City if incremental taxes are inadequate to meet payments.
 - ◆ Number of debt issues: 9
 - ◆ Total outstanding debt as of 12/31/00: \$11,610,000

- ◆ 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: 5 Water & 3 Sewer
 - ◆ Total outstanding debt as of 12/31/00:
Water = \$9,115,000; Sewer = \$4,365,000

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
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	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 2,822,915	\$ 2,175,000	\$ 2,067,299	\$ 2,175,000	\$ 2,550,000
Intergovernmental	-	-	45,036	45,000	45,000
Miscellaneous	380,001	280,000	288,001	280,000	425,000
Other Financing Sources	<u>1,612,600</u>	<u>2,136,300</u>	<u>-</u>	<u>2,136,300</u>	<u>2,670,200</u>
Total Revenues and Other Financing Sources	<u>4,815,516</u>	<u>4,591,300</u>	<u>2,400,336</u>	<u>4,636,300</u>	<u>5,690,200</u>
Expenditures and Other Financing Uses:					
Contractual Services	2,317	5,200	1,586	5,200	10,800
Principal - G.O. Bonds	1,240,000	835,000	695,000	835,000	965,000
Principal - S/A Bonds	1,075,000	1,425,000	1,425,001	1,425,000	1,685,000
Principal - Storm Water Bonds	75,000	125,000	125,000	125,000	160,000
Principal - Notes Payable	23,670	23,700	23,670	23,700	23,700
Principal - Library Debt	-	110,000	110,000	110,000	115,000
Interest - G.O. Bonds	1,001,419	1,006,700	515,778	1,006,700	1,187,200
Interest - Storm Water Bonds	116,532	236,500	100,490	236,500	371,700
Interest - S/A Bonds	397,857	469,200	256,257	469,200	468,000
Interest - Notes Payable	13,729	12,100	12,045	12,100	10,300
Interest - Library Debt	<u>-</u>	<u>27,800</u>	<u>16,313</u>	<u>27,800</u>	<u>20,200</u>
Total Expenditures and Other Financing Uses	<u>3,945,524</u>	<u>4,276,200</u>	<u>3,281,139</u>	<u>4,276,200</u>	<u>5,016,900</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 869,992</u>	<u>\$ 315,100</u>	<u>\$ (880,804)</u>	<u>\$ 360,100</u>	<u>\$ 673,300</u>
Available Fund Balance for Debt Service					
Beginning Balance	\$ 3,361,935	\$ 3,162,335		\$ 4,231,927	\$ 4,592,027
Changes in Available Balances:					
From operations	869,992	315,100		360,100	673,300
Residual equity transfer in	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 4,231,927</u>	<u>\$ 3,477,435</u>		<u>\$ 4,592,027</u>	<u>\$ 5,265,327</u>

<h2>Budget Overview</h2>

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

Debt Service

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
TAXES					
Incremental taxes-T.I.F. #4	1,414,088	1,400,000	900,114	1,400,000	1,600,000
Current special assessments	807,717	625,000	918,475	625,000	800,000
Special assessments-advance payment	601,110	150,000	248,710	150,000	150,000
Total taxes	<u>2,822,915</u>	<u>2,175,000</u>	<u>2,067,299</u>	<u>2,175,000</u>	<u>2,550,000</u>
MISCELLANEOUS					
Interest income-debt service	294,083	180,000	233,006	180,000	275,000
Interest income-T.I.F. #4	79,305	100,000	54,995	100,000	150,000
State aid -Computer Tax Exp	-	-	45,036	45,000	45,000
Refund of Prior Years Exp	6,613	-	-	-	-
Total miscellaneous	<u>380,001</u>	<u>280,000</u>	<u>333,037</u>	<u>325,000</u>	<u>470,000</u>
OTHER FINANCING SOURCES					
Transfers from other funds:					
General fund	1,463,000	1,637,000	-	1,637,000	1,998,000
Library	-	137,800	-	137,800	135,200
Other funds	149,600	361,500	-	361,500	537,000
Total other financing sources	<u>1,612,600</u>	<u>2,136,300</u>	<u>-</u>	<u>2,136,300</u>	<u>2,670,200</u>
Total revenues and other financing sources	\$ <u>4,815,516</u>	\$ <u>4,591,300</u>	\$ <u>2,400,336</u>	\$ <u>4,636,300</u>	\$ <u>5,690,200</u>

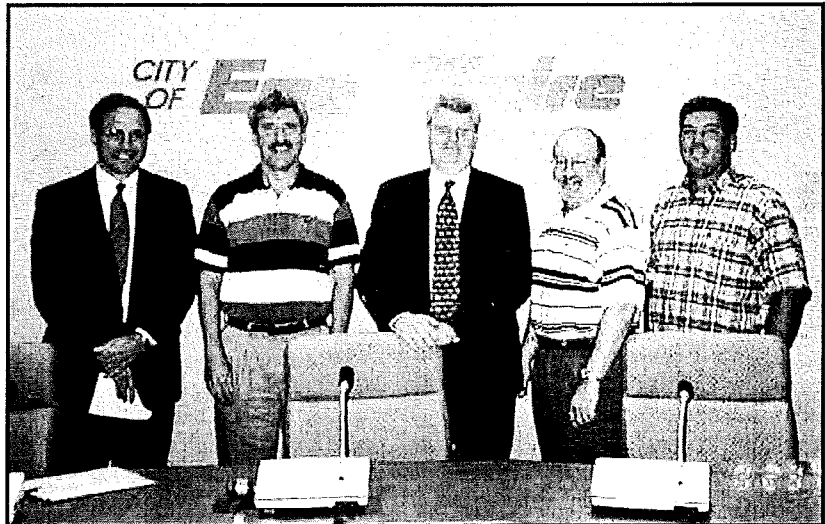
REDEVELOPMENT AUTHORITY

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



*Redevelopment Authority Board:
L to R: Don Norrell, Dave FitzGerald (Vice Chair),
Jeff Halloin (Chair), Mike DeRosa, Dave Fischer
Not Pictured: Eric Anderson and Jim Thompson*

Overview of Revenues and Expenditures

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues:					
Miscellaneous	\$ 7,300	\$ 7,000	\$ 3,869	\$ 7,000	\$ 9,900
Other Financing Sources	<u>573,119</u>	<u>300,000</u>	<u>90,403</u>	<u>300,000</u>	<u>400,000</u>
Total Revenues and Other Financing Sources	<u>580,419</u>	<u>307,000</u>	<u>94,273</u>	<u>307,000</u>	<u>409,900</u>
Expenses:					
Contractual Services	7,518	1,700	140	1,700	7,400
Utilities	95	500	39	500	500
Fixed Charges	-	1,000	-	1,000	1,000
Materials & Supplies	<u>-</u>	<u>200</u>	<u>10</u>	<u>200</u>	<u>200</u>
Total Expenses and Other Financing Uses	<u>7,613</u>	<u>3,400</u>	<u>189</u>	<u>3,400</u>	<u>9,100</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 572,806</u>	<u>\$ 303,600</u>	<u>\$ 94,084</u>	<u>\$ 303,600</u>	<u>\$ 400,800</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 60,769	\$ 54,569		\$ 64,788	\$ 64,033
Changes in Available Balances:					
From operations	572,806	303,600		303,600	400,800
Additional CDBG Appropriation				100,000	
2000 Sale of Property				63,300	
Changes in long-term assets	(568,787)	-		(67,655)	-
Transfer from(to) reserves	<u>-</u>	<u>(300,000)</u>		<u>(400,000)</u>	<u>(400,000)</u>
Ending Balance	<u>\$ 64,788</u>	<u>\$ 58,169</u>		<u>\$ 64,033</u>	<u>\$ 64,833</u>

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 \$16,200 for 2001.

In 1999 the Redevelopment Authority sold the Soo Line property to PMSI netting proceeds of \$111,796. Sales in 2000 are projected at \$63,352.

2001 capital projects in the Redevelopment Authority will be funded by \$200,000 transfers from both the Community Development Block Grant program and the Economic Development Fund.

EXPENDITURES

CONTRACTUAL SERVICES

Included in Contractual Services are postage and shipping, computer service charges, auditing, legal and professional services, and travel and training. In 2001, \$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.

CONTRIBUTION & OTHER PAYMENTS

The capital improvement budget of \$400,000 is accounted for in "Other Payments".

Revenue Detail

Redevelopment Authority

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
MISCELLANEOUS					
Miscellaneous	\$ 7,300	\$ 7,000	\$ 3,869	\$ 7,000	\$ 9,900
OTHER FINANCING SOURCES					
Transfers from CDBG:	261,322	100,000	20,151	100,000	200,000
Transfers from EDF	200,000	200,000	-	200,000	200,000
Sale of capital assets	111,797	-	70,252	-	-
Total other financing sources	<u>573,119</u>	<u>300,000</u>	<u>90,403</u>	<u>300,000</u>	<u>400,000</u>
Total revenues and other financing sources	\$ <u>580,419</u>	\$ <u>307,000</u>	\$ <u>94,273</u>	\$ <u>307,000</u>	\$ <u>409,900</u>

Redevelopment Projects

▪ Half Moon Lake Redevelopment Area

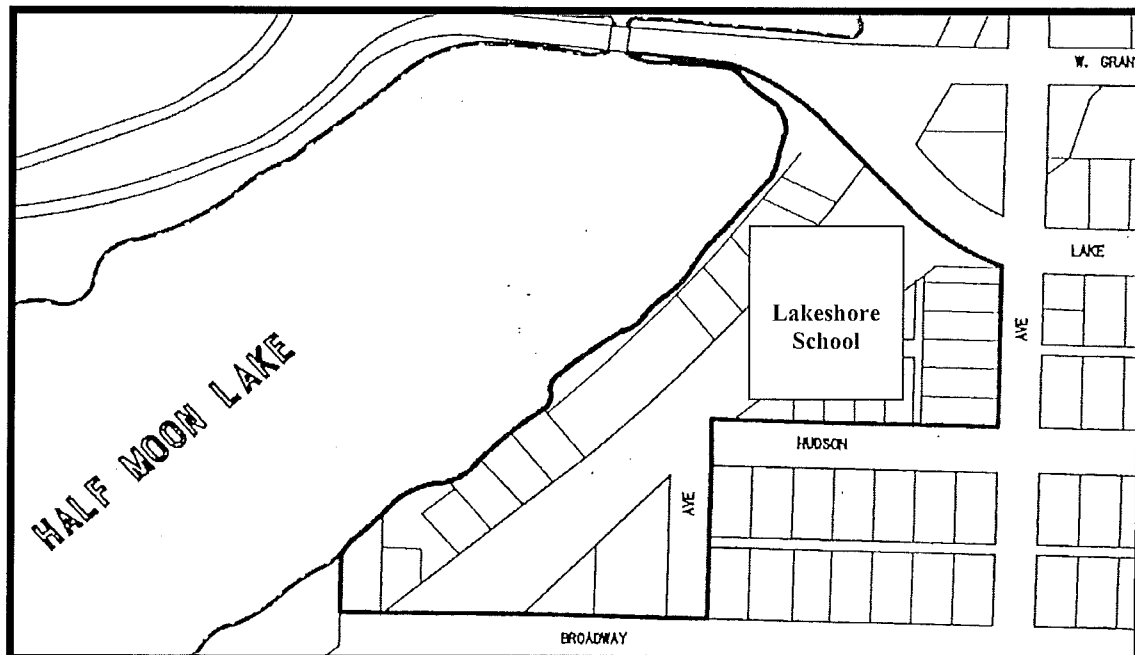
- ◆ Created in 1994
- ◆ 9.3 acre redevelopment area
- ◆ The City, Redevelopment Authority and School District acquired 11 residential properties, two commercial properties and two vacant lots.
- ◆ Relocated residents in homes and commercial businesses.
- ◆ Demolished all buildings within the designated 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.

◆ Cost: \$929,750

◆ Funding:

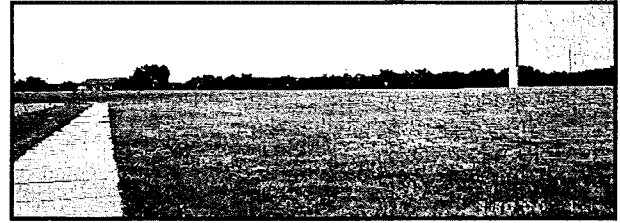
CDBG:	\$400,000
DNR Grant	75,750
School	<u>454,000</u>
	\$929,750

Lakeshore Elementary School

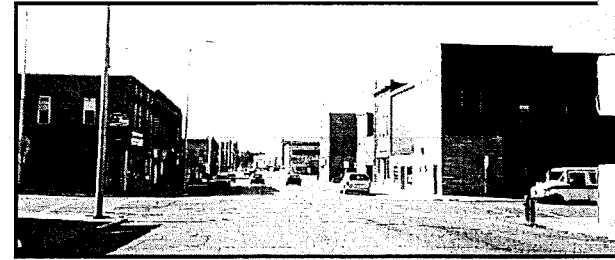


▪ **North Barstow Street Redevelopment Area**

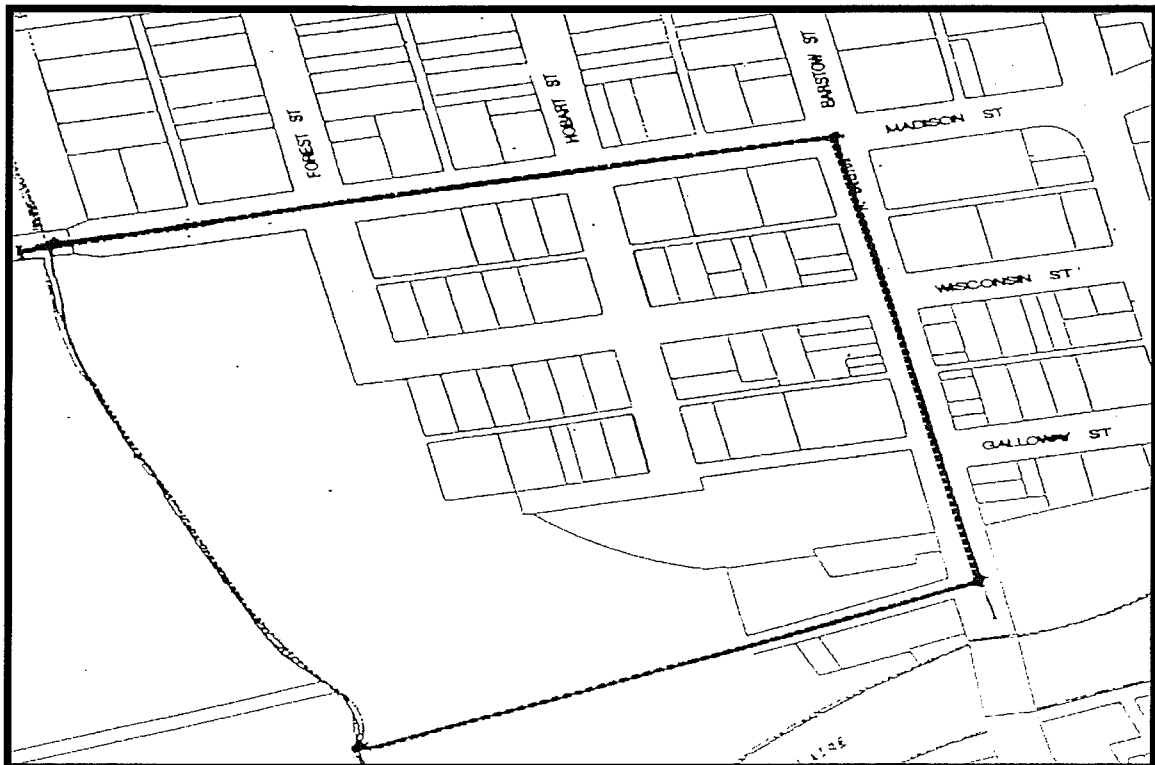
- ◆ Created in 1995 (still active).
- ◆ 23-acre redevelopment area (includes the 5-acre Phoenix Steel property).
- ◆ Began with 18 residential (3 of which were multi-dwelling) properties and 24 commercial and industrial properties.
- ◆ To date, 12 residential properties, one commercial property and four vacant lots have been acquired.
- ◆ All of the acquired properties have been demolished due to physical deterioration and blight.
- ◆ Cost: \$1,016,900
- ◆ Funding:
 - CDBG: \$1,100,000
 - EDF: \$ 100,000



Phoenix Steel Site



North Barstow Street

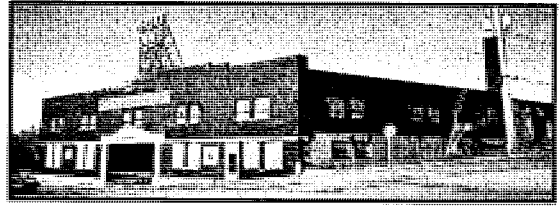


• **Soo Line Depot Redevelopment Area**

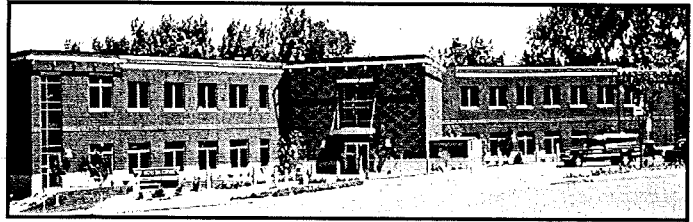
- ◆ Created in 1997
- ◆ Approximately a 9.25 acre area
- ◆ Part of the TIF District #7
- ◆ Included in the area were three residential properties, one commercial property and four publicly owned properties.
- ◆ The RDA received \$170,412 from the sale of the land to PMSI. The developer constructed two 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 in 2000 is approximately \$69,000 (or \$2,976,300 in TIF increment value)
- ◆ Acquisition Cost: \$375,000
- ◆ Funding for Acquisition:

General Fund	\$236,500
TIF District	<u>138,500</u>
	\$375,000

Before



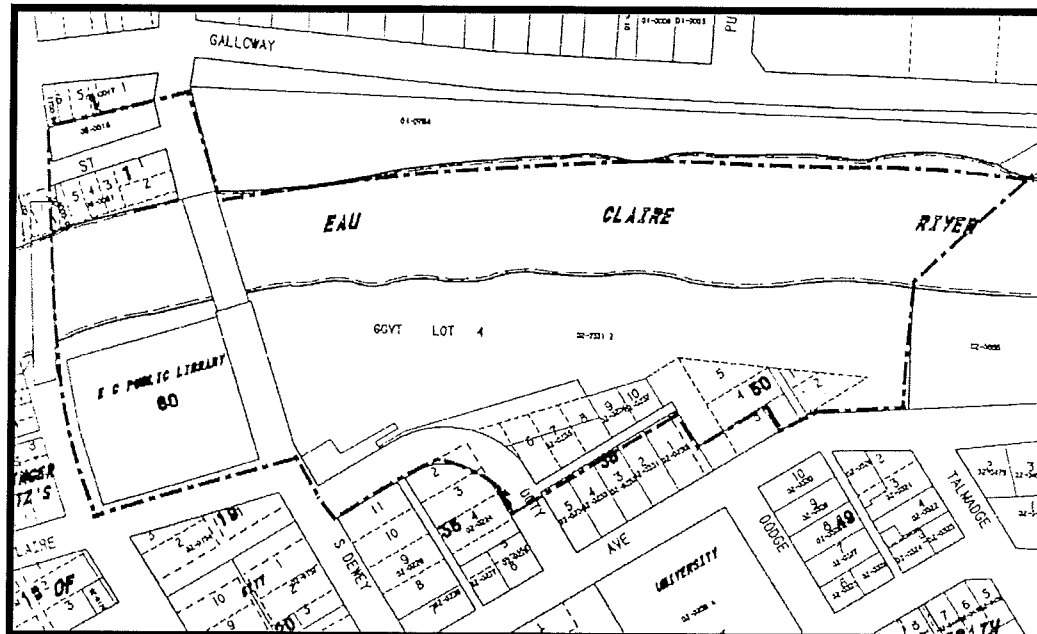
After



Riverview Plaza Office Building

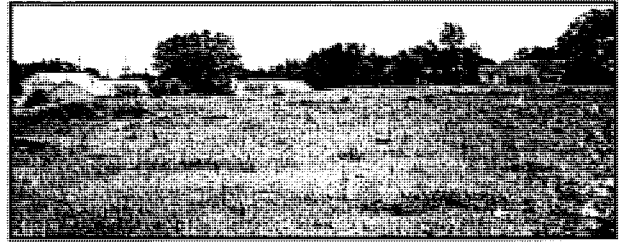


State of WI Department of Health & Family Services



▪ **West Madison Street Redevelopment Area**

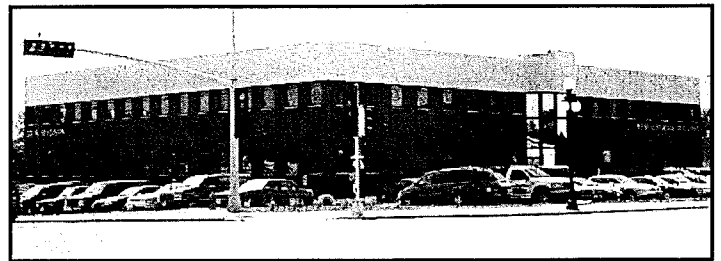
- ◆ Created in 1999.
- ◆ 2.6 acre area.
- ◆ Included in the area were six residential properties, vacant commercial land and vacant public owned land.
- ◆ The RDA received \$63,350 from the sale of a portion of the land to Riverside LLP. The developer constructed a 55,000 square foot office building to house the new job center consortium and other tenants.



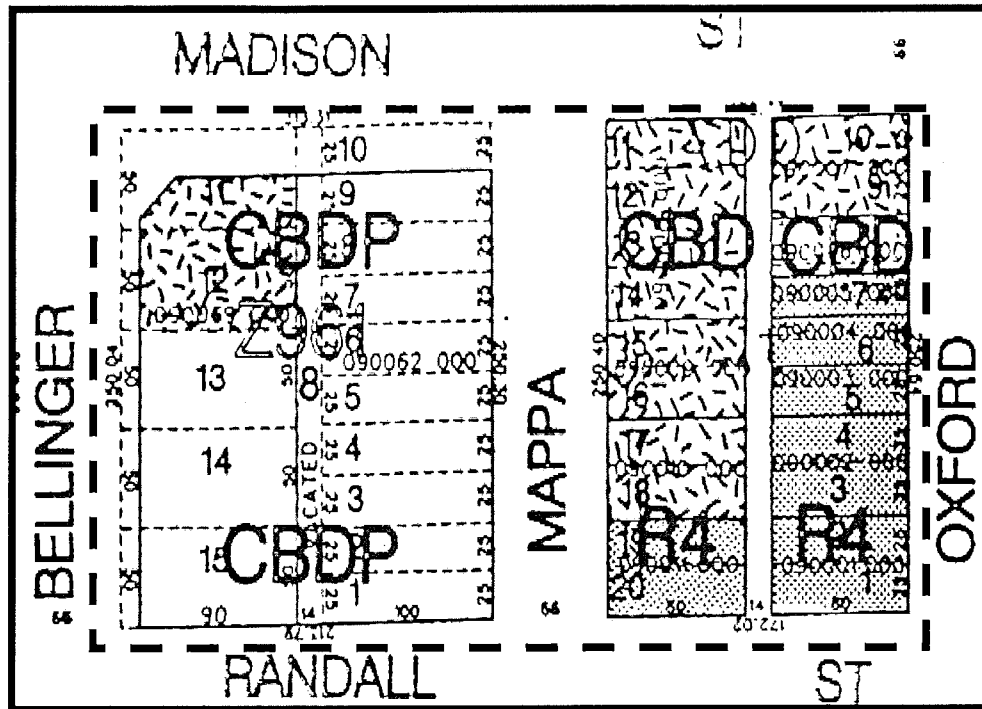
*Before
Redevelopment Area
After*

- ◆ Tax base generated in 2000 is \$15,000 (\$635,000 in assessed value)
- ◆ Acquisition Cost: \$447,000
- ◆ Funding:

EDF	\$300,000
General Fund	150,000
	<u>\$450,000</u>



West Riverside Office Building



Future Outlook

- ◆ The City Center is a major emphasis of our economic development activities. There is a need to create additional sites for redevelopment purposes. Vacant land in the downtown for development purposes is almost non-existent. To address this, the Redevelopment Authority will need additional funding. A TIF District could be created to help pay for public improvements in the Redevelopment Area including streets, utilities and park amenities.
- ◆ There is a need to replenish the Clearwater Loan Pool to continue to make loans in the City Center area.

- ◆ There is also a continuing need for adjacent parking to serve existing buildings and new redevelopment sites in the City Center. The feasibility of public parking ramps should be addressed for all large projects.

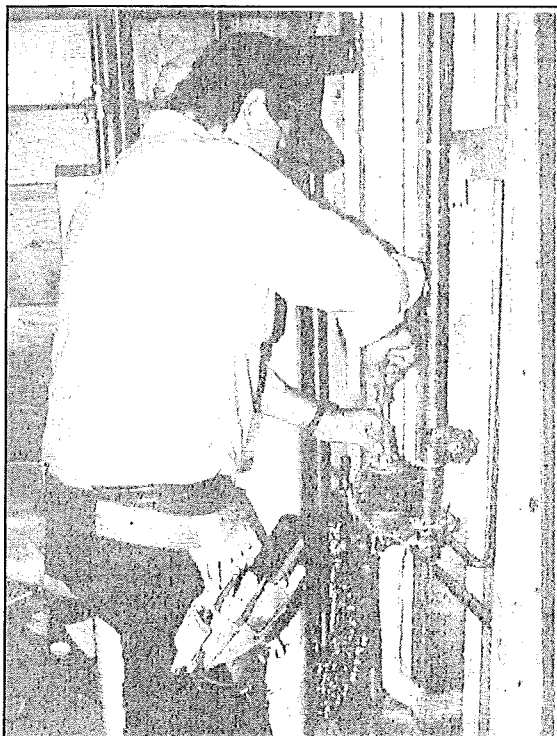
WATER UTILITY

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

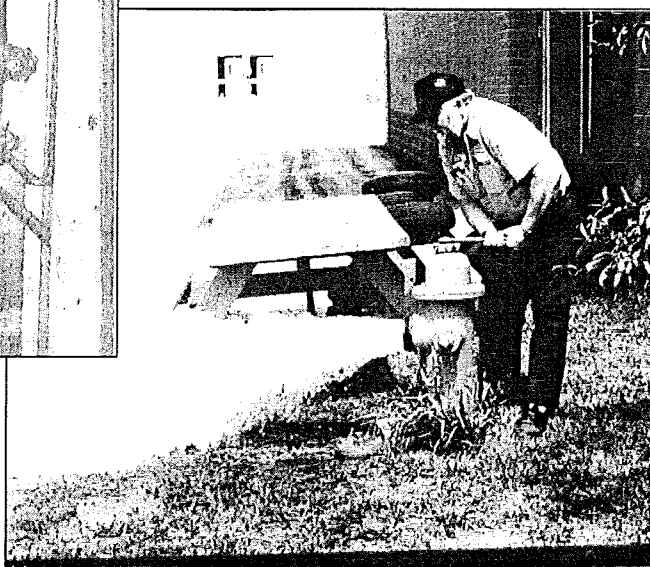
- ◆ Water Treatment Plant Operations
- ◆ Maintenance of Treatment Plant
- ◆ Valve and Hydrant Maintenance
- ◆ Meter Reading/all meters read twice a year
- ◆ Water Meter Repair Shop



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
--

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues:					
Charges for Services	\$ 5,740,615	\$ 5,763,500	\$ 2,784,231	\$ 5,763,500	\$ 6,199,000
Other Operating	153,032	151,000	207,995	151,000	159,000
Miscellaneous	383,036	500,000	119,355	500,000	445,000
Non-Operating	<u>17,703</u>	<u>10,000</u>	<u>8,159</u>	<u>10,000</u>	<u>10,000</u>
Total Revenues	<u>6,294,386</u>	<u>6,424,500</u>	<u>3,119,741</u>	<u>6,424,500</u>	<u>6,813,000</u>
Expenses:					
Personal Services	1,283,190	1,640,200	713,268	1,640,200	1,682,200
Contractual Services	385,591	253,200	97,765	253,200	293,100
Utilities	246,195	312,300	160,279	312,300	317,900
Fixed Charges	1,244,023	1,387,800	684,362	1,462,800	1,557,600
Materials & Supplies	124,923	176,600	119,263	176,600	179,300
Capital Outlay	-	20,000	3,532	20,000	9,000
Interest Expense-Proprietary Funds	<u>920,606</u>	<u>1,043,100</u>	<u>469,973</u>	<u>1,043,100</u>	<u>994,000</u>
Total Expenses and Other Financing Uses	<u>4,204,528</u>	<u>4,833,200</u>	<u>2,248,441</u>	<u>4,908,200</u>	<u>5,033,100</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 2,089,858</u>	<u>\$ 1,591,300</u>	<u>\$ 871,300</u>	<u>\$ 1,516,300</u>	<u>\$ 1,779,900</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 2,111,428	\$ 791,620		\$ 2,037,040	\$ 868,040
Changes in Available Balances:					
From operations	2,089,858	1,591,300	\$	1,516,300	1,779,900
Contributed capital	120,655	115,000		115,000	151,000
Sewer reimbursement	77,618	70,000		70,000	70,000
Principal payment - debt	(650,476)	(688,500)		(688,500)	(756,200)
Transfer to capital projects/reserves	<u>(1,712,043)</u>	<u>(1,135,400)</u>		<u>(2,181,800)</u>	<u>(1,370,604)</u>
Ending Balance	<u>\$ 2,037,040</u>	<u>\$ 744,020</u>		<u>\$ 868,040</u>	<u>\$ 742,136</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES

Water Rates

Rate increases in the range of 3% to 4% 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. A rate application was submitted in 2000 with an anticipated 8% increase to become effective in 2001. The last rate increase was 8% effective January 1, 1999.

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.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel in the Water Utility are proposed as part of 2001 budget.

CONTRACTUAL SERVICES

The City is required to prepare, print, and mail an annual Consumer Confidence Report (CCR) to all water utility customers. The 2001 budget for postage and printing has been increased by \$8,000 to cover the cost of producing and mailing 30,000 copies of this report. The report is required by the Department of Natural Resources (Wis/DNR) and federal regulations to describe the results of water testing from the previous year.

EQUIPMENT RENTAL

Equipment rental rates have been increased in the 2001 budget to reflect the increase in fuel costs experienced by the Central Equipment fund.

CAPITAL OUTLAY

Capital outlay from the operating budget include the replacement of the incubator at the water plant laboratory, 2-way radio replacements, a new work bench at the water treatment plant shop, a shell cutter for the tapping machine, and a new metal detector to locate water service shutoff valves.

Revenue Detail

Water Utility

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
TAXES					
Developer Contributions	\$ -	\$ -	\$ 18,324	\$ -	\$ -
OPERATING REVENUES					
Charges for services:					
General customers:					
Residential	2,646,496	2,744,000	1,292,054	2,744,000	2,940,000
Commercial	1,126,589	1,081,000	530,947	1,081,000	1,183,000
Industrial	652,085	597,000	326,580	597,000	660,000
Public	251,303	261,000	105,557	261,000	256,000
Fire protection:					
Private	34,781	41,000	17,933	41,000	37,000
Public	972,323	989,000	491,766	989,000	1,065,000
Unmetered sales:					
Commercial	2,471	2,500	-	2,500	3,000
Public	54,567	48,000	-	48,000	55,000
Permits	-	-	1,070	-	-
Total charges for services	<u>5,740,615</u>	<u>5,763,500</u>	<u>2,784,231</u>	<u>5,763,500</u>	<u>6,199,000</u>
OTHER OPERATING REVENUES					
Service charges for sewer collection	66,247	70,000	178,800	70,000	70,000
Miscellaneous service revenue	33,159	30,000	12,006	30,000	35,000
Forfeited discounts	53,626	51,000	17,189	51,000	54,000
Total other operating revenues	<u>153,032</u>	<u>151,000</u>	<u>207,995</u>	<u>151,000</u>	<u>159,000</u>
MISCELLANEOUS REVENUES					
M & J Revenues	<u>17,703</u>	<u>10,000</u>	<u>8,159</u>	<u>10,000</u>	<u>10,000</u>
NON-OPERATING REVENUES					
Interest:					
Investments	363,051	280,000	118,896	280,000	225,000
Special assessments	19,985	15,000	459	15,000	15,000
Total interest	<u>383,036</u>	<u>295,000</u>	<u>119,355</u>	<u>295,000</u>	<u>240,000</u>
Payment for shared expenses	<u>-</u>	<u>205,000</u>	<u>-</u>	<u>205,000</u>	<u>205,000</u>
Total non-operating revenues	<u>383,036</u>	<u>500,000</u>	<u>119,355</u>	<u>500,000</u>	<u>445,000</u>
Total revenues	\$ <u>6,294,386</u>	\$ <u>6,424,500</u>	<u>3,138,065</u>	<u>6,424,500</u>	<u>6,813,000</u>

OPERATING REVENUES

Charges for Services

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

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

First 7,500 C.F. = \$1.08 per 100 C.F.

Next 742,000 C.F. = \$.95 per 100 C.F.

Over 750,000 C.F. = \$.58 per 100 C.F.

Water Utility

Customers and Operating Revenues

	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>
Number of Customers	21,232	21,597	22,300	22,400	22,700	23,400
Operating Revenue (000's)	\$4,779	\$5,122	\$5,606	\$5,893	\$5,924	\$6,358

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

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

The average residential customer's quarterly water bill is currently estimated at \$48.42 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

	1999	2000	2001
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
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Total FTE Positions	28.50	28.50	28.50
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Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

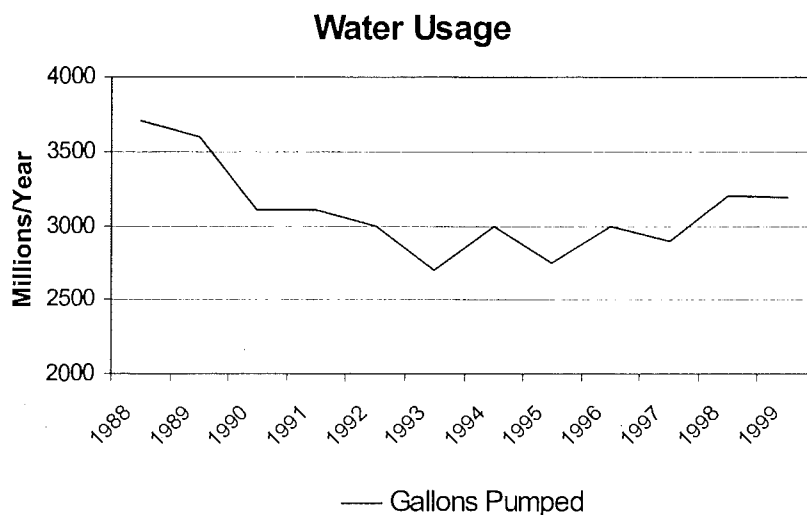
Cross-divisional charges include:

- 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.

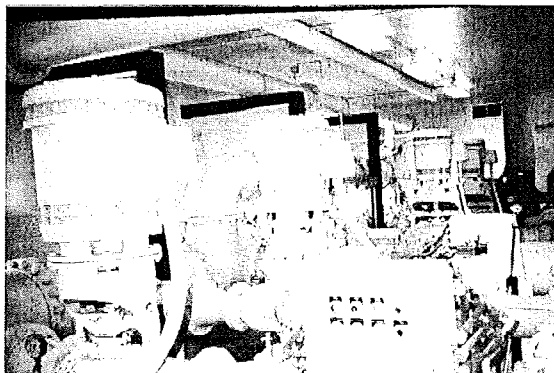
Operation Highlights



Oakwood Hills Water Tower



	1989	1994	1999
Average Number of Water Customers	19,435	20,593	22,468
Total Gallons Pumped (in thousands)	3,458,891	2,905,597	3,191,406
Average Water Used Per Person Per Day	172	137	143
Miles of Water Main	282	301	330
Average Quarterly Residential Bill, 25 ccf	\$28.00	\$33.65	* \$48.42

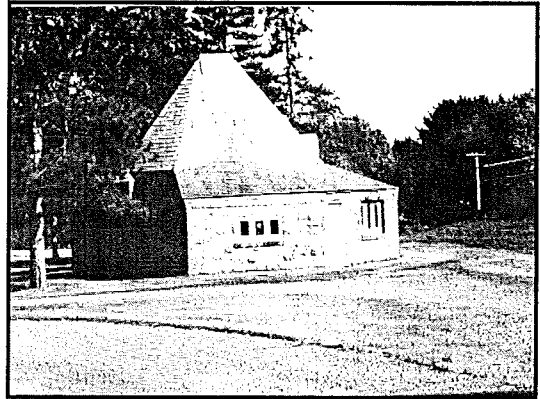


Water treatment plant removes iron and manganese, disinfects and adds fluoride to water supply.

** Includes Public Fire Protection Charge*

Facilities

- ◆ Water Treatment Plant
- ◆ 15 Operating Wells
 - Average daily pumpage - 9.17 million gallons
 - Maximum daily pumpage - 22 million gallons
- ◆ 4 Water Booster Stations
- ◆ 330 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
- ◆ 3,060 Fire Hydrants
- ◆ Meter Repair Shop located at Central Maintenance Facility
- ◆ 22,752 Customers and Water Service Connections



Fifteen city wells are located off Riverview Drive.

Equipment

Part of central equipment fund/replacement is funded by reserve

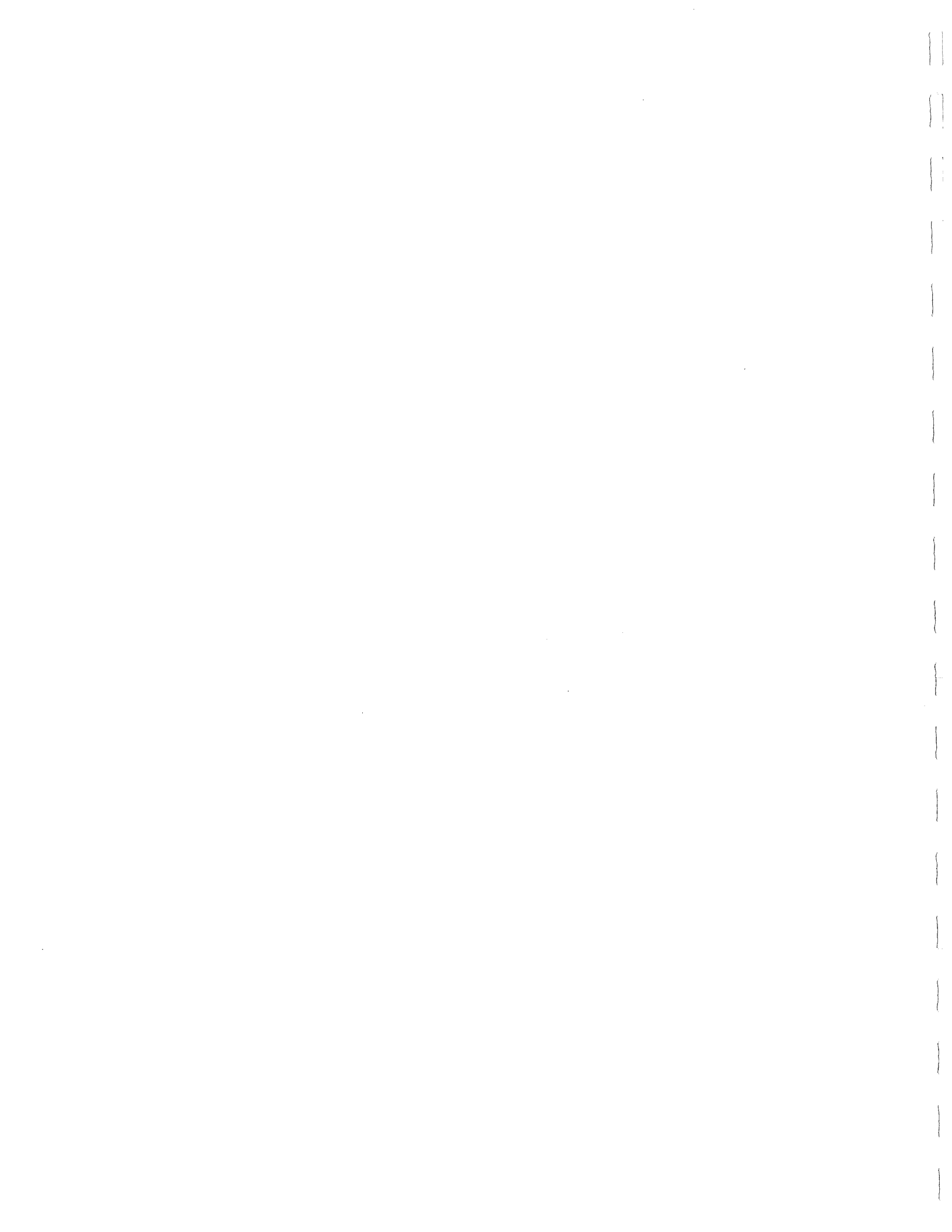
- ◆ 9 pickup trucks
- ◆ 3 customer service vans
- ◆ 1 hoist truck used to maintain hydrants and valves

CIP Highlights

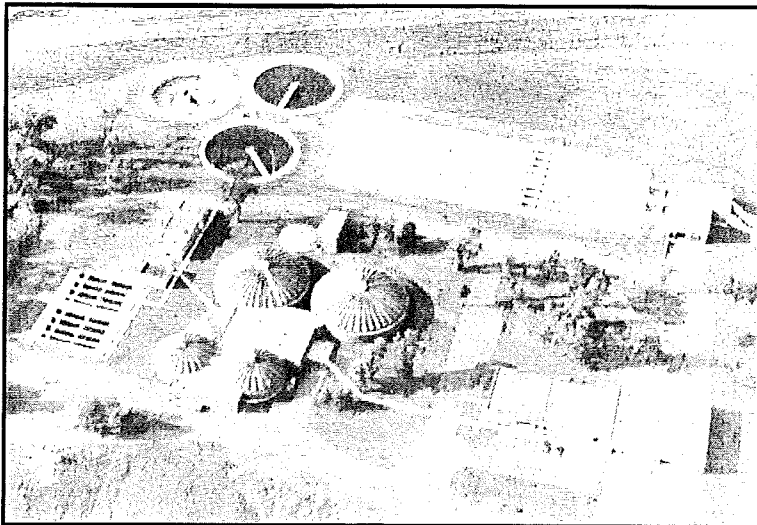
The Capital Improvement Program (CIP) outlines major water system projects proposed to be undertaken over the next five years. The \$3.5 million renovation of the water plant was completed in the summer of 2000, which included the replacement of high-voltage electrical equipment, upgrading plant monitoring and control systems, new chemical feed systems, modifications to the pumping equipment, and building renovations. A considerable amount of plant personnel time was spent keeping the facility operational during the construction. The new equipment is now operational, and the staff will not have to undertake start-up of new equipment in 2001 and will be able instead to concentrate on fine-tuning the plant operations.

Future Outlook

- ◆ Monitor and assure that adequate water system infrastructure is provided to the projected growth in the northwest and southeastern areas of the community.
- ◆ Plan and coordinate necessary water system improvements in conjunction with the Hwy. 53 freeway project in the eastern area of the city.
- ◆ The level of volatile organic compounds (VOCs) in the water supply has steadily decreased as a result of the National Presto Industries (NPI) clean-up efforts. The City will need to evaluate the results of the volatile organic compound (VOC) treatment process and the need for long-term treatment of well water from the contamination area.
- ◆ Establish a long-term water meter replacement program.
- ◆ Average daily water usage has increased by 1.5 million gallons per day, since a low of 7.3 million gallons per day in 1993. Design of an additional well has been included in the Capital Improvement Plan (CIP) for construction tentatively planned for 2001.



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.

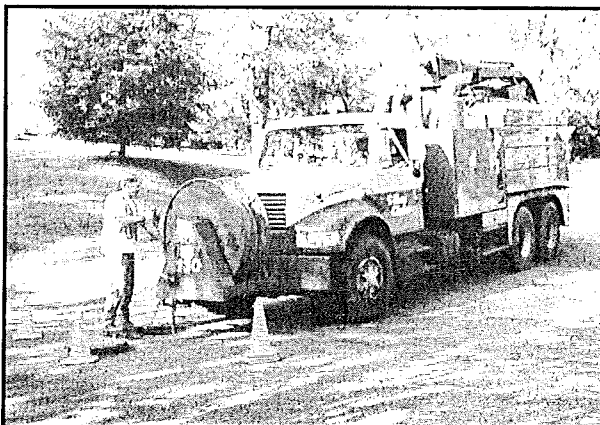
Programs & Services

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
--

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 5,792,129	\$ 5,927,800	\$ 2,787,187	\$ 5,927,800	\$ 6,013,000
Other Operating	76,942	80,000	20,204	80,000	85,000
Miscellaneous	430,723	340,000	194,874	340,000	320,000
Total Revenues	<u>6,299,794</u>	<u>6,347,800</u>	<u>3,002,265</u>	<u>6,347,800</u>	<u>6,418,000</u>
Expenses:					
Personal Services	1,462,289	1,596,400	711,911	1,600,600	1,624,500
Contractual Services	974,800	673,600	396,511	669,400	698,700
Utilities	330,275	314,100	136,683	314,100	324,700
Fixed Charges	379,534	383,700	188,616	383,700	392,500
Materials & Supplies	386,793	400,200	138,939	400,200	403,500
Capital Outlay	-	2,000	-	2,000	13,500
Interest Expense-Proprietary Funds	334,158	316,600	158,027	316,600	300,900
Total Expenses and Other Financing Uses	<u>3,867,849</u>	<u>3,686,600</u>	<u>1,730,688</u>	<u>3,686,600</u>	<u>3,758,300</u>
Excess (Deficiency) of Revenues Over Expenses	\$ <u>2,431,945</u>	\$ <u>2,661,200</u>	\$ <u>1,271,577</u>	\$ <u>2,661,200</u>	\$ <u>2,659,700</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 3,871,280	\$ 4,187,232		\$ 4,915,873	\$ 4,049,873
Changes in Available Balances:					
From operations	2,431,945	2,661,200		2,661,200	2,659,700
Contributed capital	156,846	290,000		290,000	185,000
Principal payments - debt	(342,571)	(357,200)		(357,200)	(334,500)
Residual equity transfer	(450,000)	(450,000)		(450,000)	(400,000)
Transfer from(to) capital/reserves	(751,627)	(3,010,000)		(3,010,000)	(1,455,000)
Ending Balance	<u>\$ 4,915,873</u>	<u>\$ 3,321,232</u>		<u>\$ 4,049,873</u>	<u>\$ 4,705,073</u>

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 2001 to fund the operating budget. With increases in maintenance costs and the need to fund major equipment replacement, rate increases may be necessary over the next several 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.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel in the Sewer Utility are proposed as part of the 2001 budget.

CONTRACTUAL SERVICES

Equipment rental rates have been increased in the 2001 budget to reflect the increase in fuel costs.

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.

CAPITAL OUTLAY

Capital outlays from the operating budget include the addition of a forklift for large equipment handling at the wastewater treatment plant and an infrared temperature sensor for electrical troubleshooting.

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

Revenue Detail

Sewer Utility

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
TAXES					
Developer Contributions	\$ -	\$ -	\$ 16,590	\$ -	\$ -
OPERATING REVENUES					
Charges for services:					
Residential	2,567,139	2,682,600	1,344,516	2,682,600	2,695,000
Commercial	1,731,584	1,744,200	854,762	1,744,200	1,790,000
Industrial	638,343	606,000	270,038	606,000	642,000
Public	365,803	406,500	165,639	406,500	394,000
Industrial surcharge	242,008	225,000	130,394	225,000	240,000
Industrial pretreatment	42,610	38,000	-	38,000	40,000
Other sewer services	204,642	225,500	5,247	225,500	212,000
Total charges for services	<u>5,792,129</u>	<u>5,927,800</u>	<u>2,787,187</u>	<u>5,927,800</u>	<u>6,013,000</u>
OTHER OPERATING REVENUES					
Miscellaneous service revenues	26,194	20,000	5,410	20,000	25,000
Forfeited discounts	50,748	60,000	14,794	60,000	60,000
Total other operating revenues	<u>76,942</u>	<u>80,000</u>	<u>20,204</u>	<u>80,000</u>	<u>85,000</u>
NON-OPERATING REVENUES					
Interest:					
Investments	407,134	325,000	194,211	325,000	305,000
Advance to other funds	-	-	-	-	-
Special assessments	23,514	15,000	486	15,000	15,000
Miscellaneous	75	-	177	-	-
Total interest	<u>430,723</u>	<u>340,000</u>	<u>194,874</u>	<u>340,000</u>	<u>320,000</u>
Total non-operating revenues	<u>430,723</u>	<u>340,000</u>	<u>194,874</u>	<u>340,000</u>	<u>320,000</u>
Total revenues	\$ <u>6,299,794</u>	\$ <u>6,347,800</u>	\$ <u>3,002,265</u>	\$ <u>6,347,800</u>	\$ <u>6,418,000</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>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>
Number of Customers	20,628	20,964	21,362	21,774	22,100	22,400
User Rate Per 100 CF	\$1.92	\$1.98	\$2.04	\$2.04	\$2.04	\$2.04
Operating Revenue (000's)	\$5,080	\$5,302	\$5,765	\$5,869	\$6,008	\$6,098

The average residential customer's quarterly sewer bill is currently estimated at \$46.92.

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

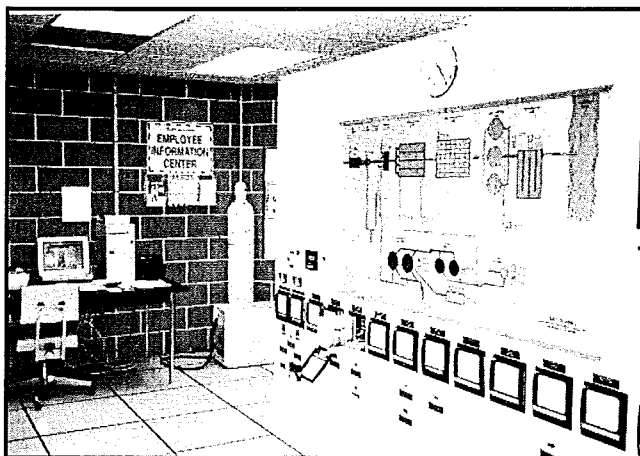
	1999	2000	2001
Utilities Chemist	1.00	1.00	1.00
Wastewater Collection Superintendent	1.00	1.00	1.00
Wastewater Plant Supervisor	1.00	1.00	1.00
Utilities Engineer	1.00	1.00	1.00
Assistant Chemist	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Operator II	2.00	2.00	2.00
Serviceman II	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00
Operator I	10.00	10.00	10.00
Serviceman	7.00	7.00	7.00
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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*

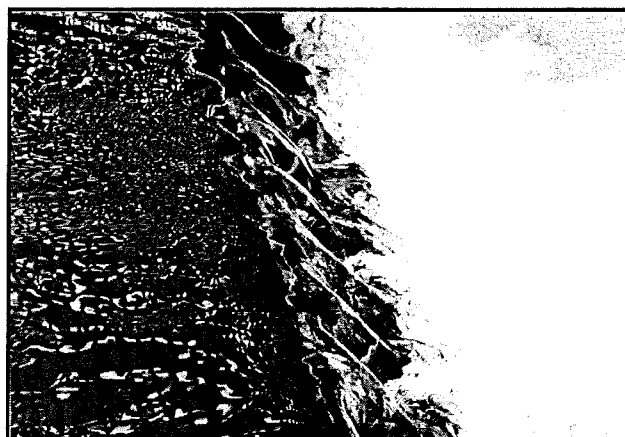
Operating Statistics

	<u>1989</u>	<u>1994</u>	<u>1999</u>
Average number of Sewer Utility Customers	19,096	20,042	21,774
Total gallons treated (in thousands)	1,947,347	2,321,755	2,587,877
Average gallons treated per person per day	97	109	116
Miles of sewers	221	243	285
Average quarterly residential bill	31.51	40.94	46.92

Effluent Quality

(Discharge to Chippewa River)

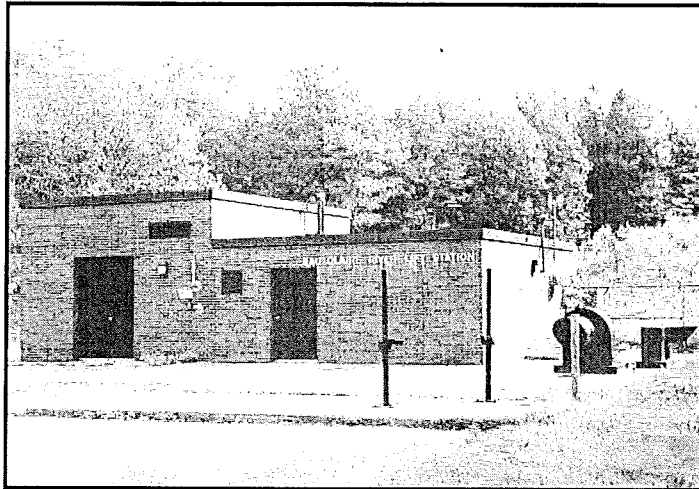
<u>Parameter</u>	<u>Permit Limits</u>	<u>1999 Average Discharge</u>
Oxygen Demand (BOD)	25 mg/l	16 mg/l
Suspended Solids (TSS)	30 mg/l	15 mg/l
pH	6-9	6.8
Phosphorous	1.0 mg/l	0.8 mg/l



Clear Water in Chlorine Chamber

Facilities

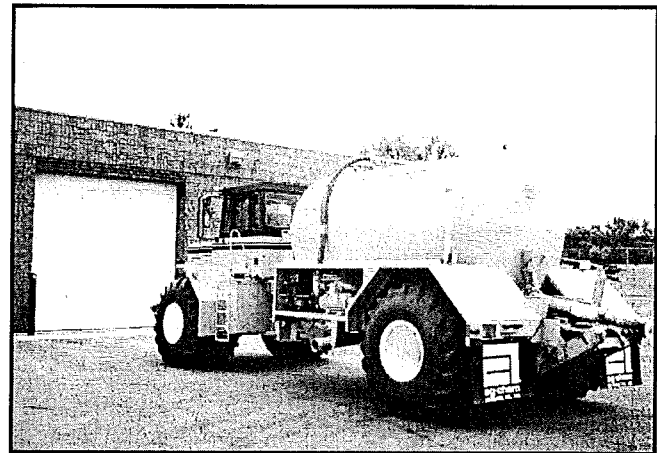
- ◆ Wastewater Treatment Plant
 - Capacity - 12 million gallons per day
 - Currently treating - 7.09 million gallons per day
- ◆ 21 Sewage Pump Stations - Various Locations
- ◆ 285 Miles of Sewer Main (8" to 48")
- ◆ Over 22,000 Customers and Connections to the Sewer System
- ◆ Testing Laboratory at 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

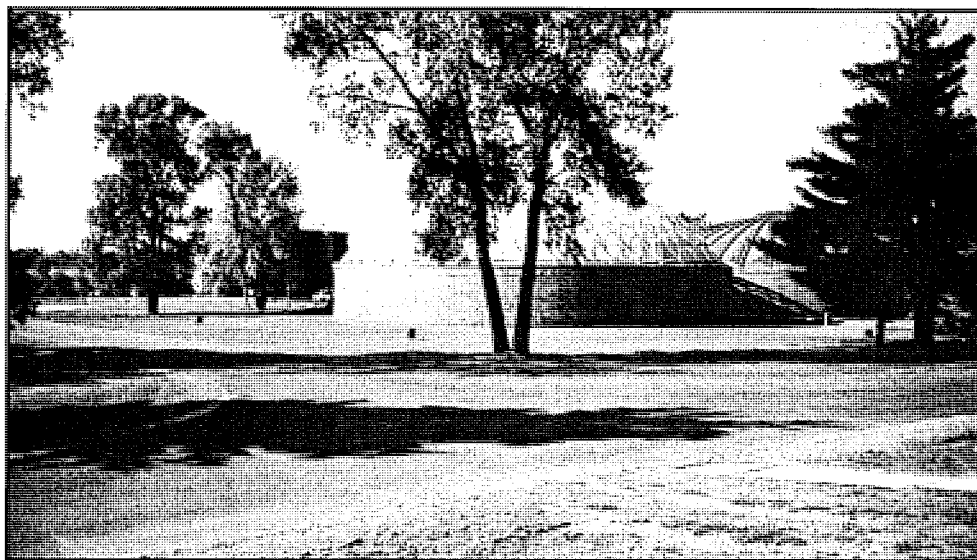
- ◆ 3 Pickup trucks
- ◆ 2 Vans
- ◆ 3 Sewer cleaning vehicles
- ◆ 2 Semi tankers
- ◆ 1 Biosolids injection vehicle
- ◆ 3 Emergency generators



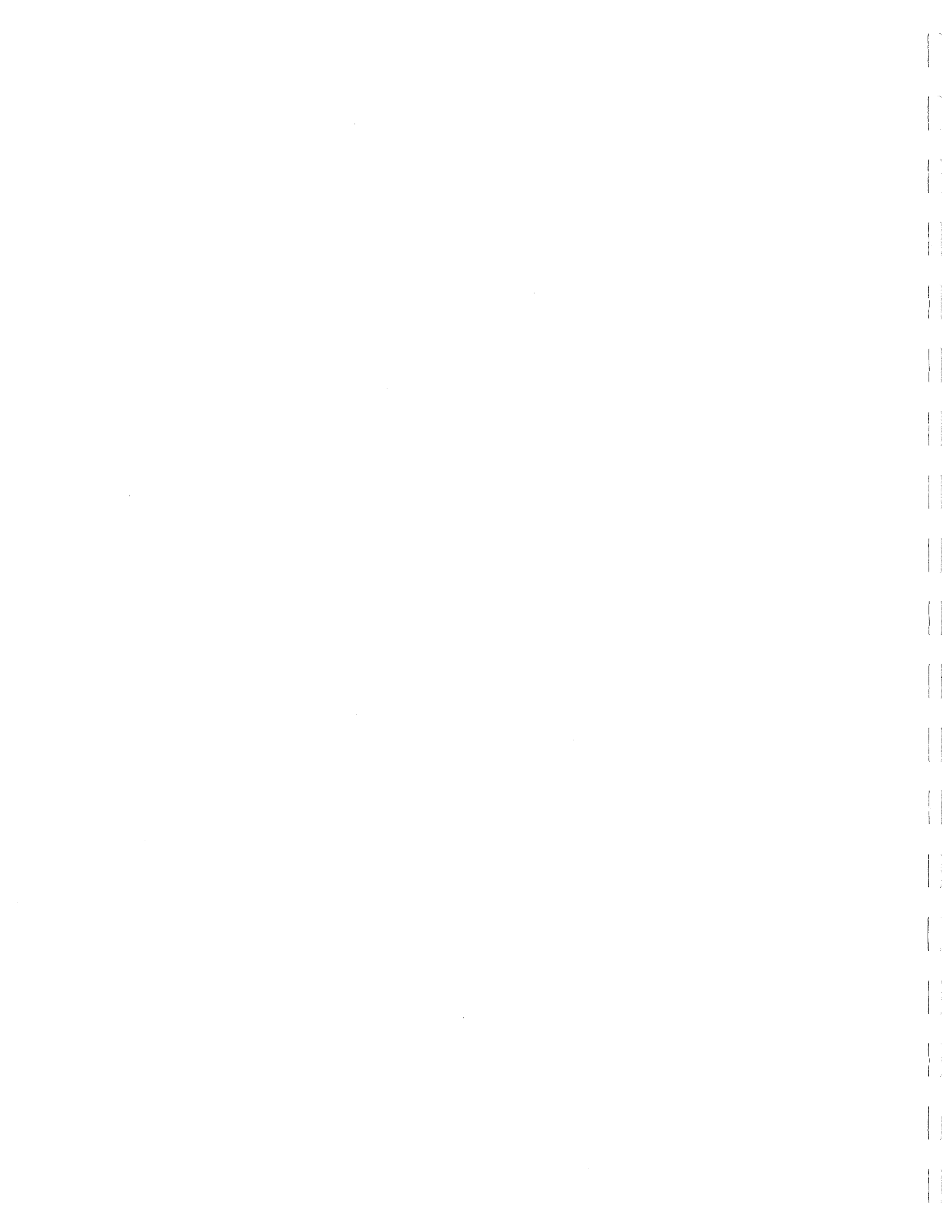
Vehicle for field injection of biosolids

Future Outlook

- ◆ Monitor and assure that adequate sewage system infrastructure is provided to the projected growth in the northwest and southeastern areas of the community.
- ◆ Plan and coordinate necessary sewage system improvements in conjunction with the Hwy. 53 freeway project in the eastern area of the City.
- ◆ The wastewater treatment facility has experienced an increase in flow of approximately 1.0 million gallons of wastewater per day since 1993. The recent growth in the City, including industrial development in the northwest area of the community, has contributed to the increased wastewater loading.
- ◆ The current wastewater treatment plant was placed into operation in 1982, and is reaching the end of the 20-year design life for many of the large mechanical components. It will be necessary to begin to plan for the systematic replacement of the mechanical treatment systems to ensure continued reliability of the facility.
- ◆ Planning for upgrading the treatment capacity should start so that new facilities can be in place within the next 5 to 10 years.

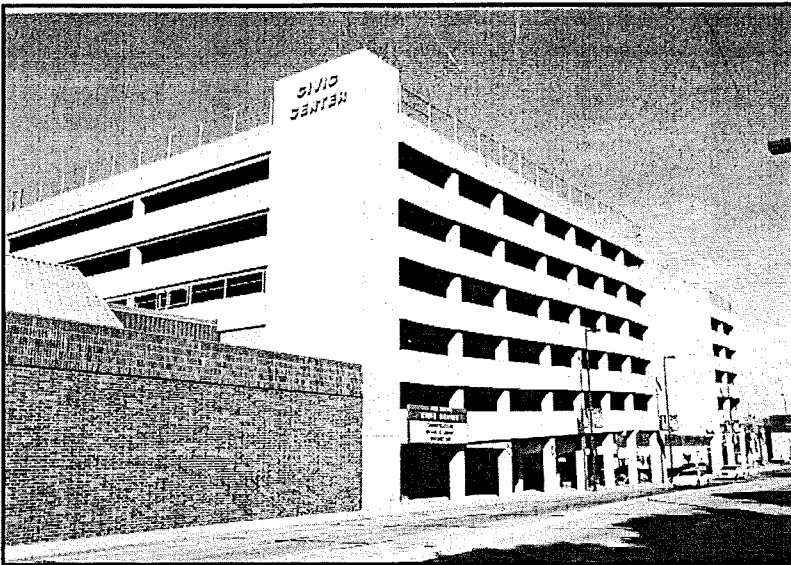


Additional biosolids storage facilities will be required.



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.
(406 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

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues:					
Charges for Services	\$ 246,840	\$ 288,400	\$ 113,922	\$ 242,400	\$ 244,900
Total Revenues	<u>246,840</u>	<u>288,400</u>	<u>113,922</u>	<u>242,400</u>	<u>244,900</u>
Expenses:					
Personal Services	102,529	117,700	51,091	117,700	133,600
Contractual Services	42,951	50,700	18,447	50,700	50,100
Utilities	35,241	43,600	19,513	43,600	43,700
Fixed Charges	9,560	14,400	5,356	14,400	40,200
Materials & Supplies	<u>4,446</u>	<u>9,200</u>	<u>1,798</u>	<u>9,200</u>	<u>9,300</u>
Total Expenses and Other Financing Uses	<u>194,726</u>	<u>235,600</u>	<u>96,205</u>	<u>235,600</u>	<u>276,900</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 52,114</u>	<u>\$ 52,800</u>	<u>\$ 17,717</u>	<u>\$ 6,800</u>	<u>\$ (32,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 182,051	\$ 34,197		\$ 174,165	\$ 155,965
Changes in Available Balances:					
From operations	52,114	52,800		6,800	(32,000)
Residual transfers in	100,000	100,000		100,000	100,000
Transfer to capital projects	<u>(160,000)</u>	<u>(125,000)</u>		<u>(125,000)</u>	<u>(165,000)</u>
Ending Balance	<u>\$ 174,165</u>	<u>\$ 61,997</u>		<u>\$ 155,965</u>	<u>\$ 58,965</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES

The Parking Utility operates 2 parking structures and 12 public surface parking lots, consisting of 693 spaces located in the City Center. The utility is also responsible for the operation and maintenance of 444 parking meters and a number of leased stalls. Revenues from these sources pay for the maintenance and operating expenses of the utility.

The parking rate was increased at the Municipal Parking Ramp in 2000. The Municipal Parking Ramp has experienced a decline in monthly parking permits as a result of recent office closings and relocations from the City Center. Revenue from monthly parking permits at the Municipal Ramp on Farwell Street is estimated to decrease by 20%. The overall parking revenue is expected to decline by 15%.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel are proposed as part of the 2001 budget.

FIXED CHARGES

The special assessment charges are projected to increase by \$17,700 as a result of the reconstruction of Farwell Street.

CAPITAL OUTLAY

The parking ramp repair program is outlined in the Capital Improvement Plan (CIP) with deck repairs scheduled to resume on Level E in 2001. The parking controls for the Farwell Ramp were replaced in 2000.

Revenue Detail

Parking Utility

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
OPERATING REVENUES					
Charges for services:					
On-street metered	\$ 18,683	\$ 16,000	\$ 9,554	\$ 16,000	\$ 18,000
Off-street metered	33,303	35,200	16,650	35,200	33,500
Off-street unmetered:					
Barstow & Grand Lot	910	600	398	600	800
Graham ramp	50,072	44,500	22,248	44,500	44,500
Farwell ramp	72,826	83,000	29,569	68,000	70,000
Riverview Lot	7,204	20,000	7,586	18,000	18,000
10-hour parking permits	63,660	89,000	27,930	60,000	60,000
Miscellaneous	182	100	(14)	100	100
Total charges for services	<u>246,840</u>	<u>288,400</u>	<u>113,922</u>	<u>242,400</u>	<u>244,900</u>
Total revenues	<u>\$ 246,840</u>	<u>\$ 288,400</u>	<u>\$ 113,922</u>	<u>\$ 242,400</u>	<u>\$ 244,900</u>

OPERATING REVENUES

Charges for Services

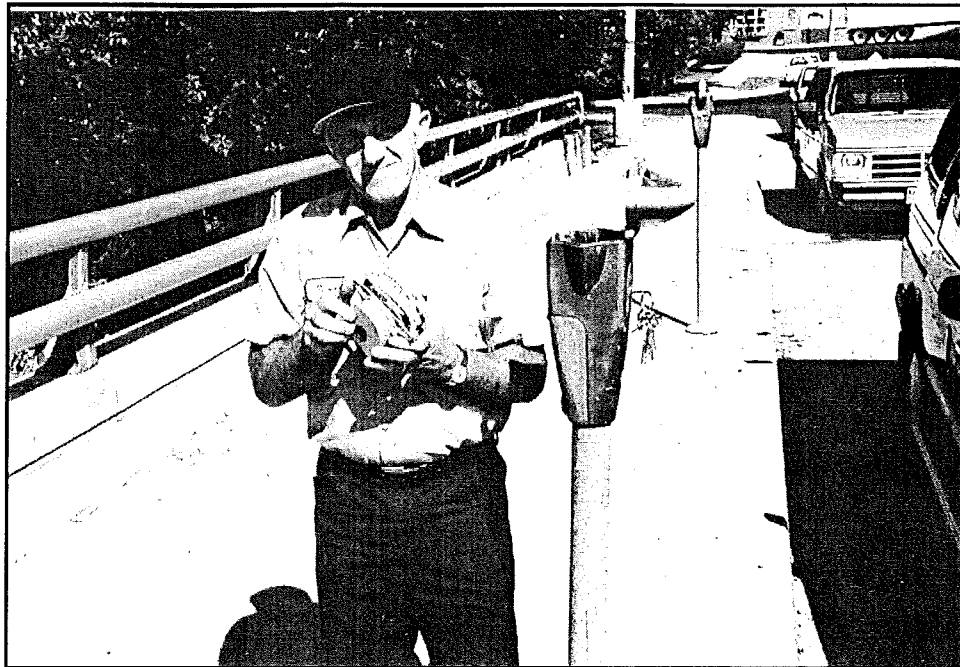
The Parking Utility operates 2 parking ramps and 12 public parking lots containing 315 meters, plus 301 monthly rental stalls and 129 on-street meters. Revenue from these sources pay for maintenance and operating expenses of the utility.

Staffing

Parking Utility

	1999	2000	2001
Parking Attendants	1.25	1.25	1.25
Skilled Worker I	1.00	1.00	1.00
Total FTE Positions	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>

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

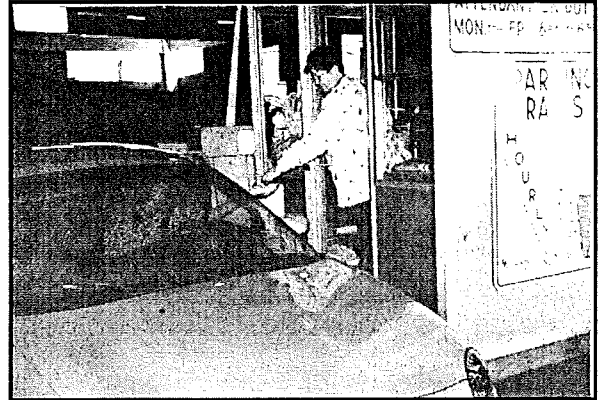


Parking Meter Repairs

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*

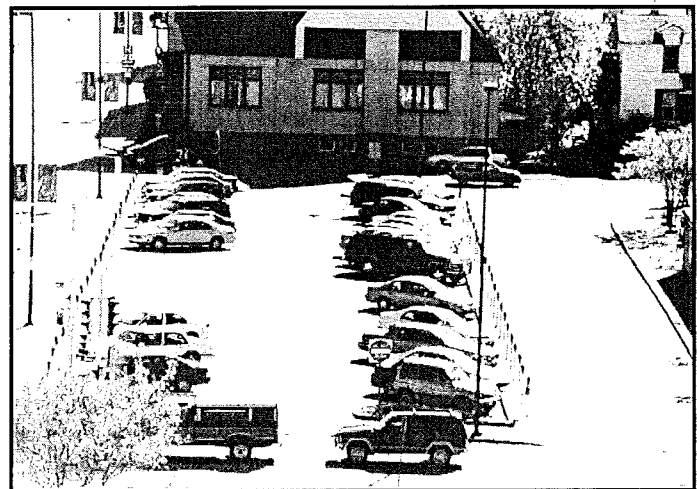


Parking Ramp Fee Collections

*Plus 5.5% Sales Tax

Facilities

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



Bus Transfer Center 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 - MAY 10, 2000

NUMBER	DESCRIPTION	RESERVED SPACES	PERMIT SPACES	METERED SPACES	HANDICAP SPACES	TOTAL SPACES
1.	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
2.	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
3.	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
4.	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
5.	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
6.	Schlegelmilch-McDaniel Lot SE Corner of Gray Street and Farwell St. Hours: 9 a.m. - 6 p.m. - M-F	9	148	-	-	157
7.	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
8.	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
9	Library Parking Lot NW Corner of Dewey Street and Eau Claire Street (During Library Hours)	-	-	22 (2-Hour) \$0.20/Hour	1	23
10.	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
11.	Seaver Street Lot NE Corner of Seaver Street and Barstow Street Hours: 7 a.m. - 6 p.m. - M-F	-	37	-	2	39
12.	Civic Center Parking Ramp Farwell Street and Gibson Street Hours: 8 a.m. - 6 p.m. - M-F	30	130 Varies	-	7	406
13.	Chippewa Street Lot - 2 Hour Limit SW Corner of Chippewa Street and Fourth Avenue Hours: 8 a.m. - 6 p.m. - MON-SAT	-	-	-	1	25
14.	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

Future Outlook

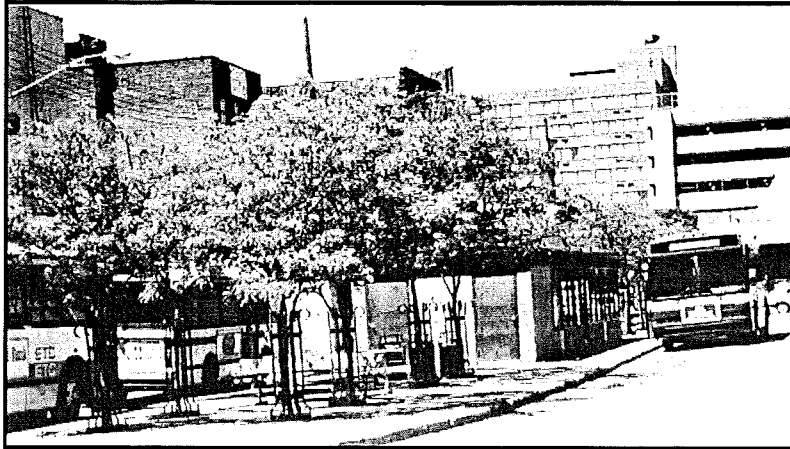
- ◆ The number of parking permits issued in the City Center will need to be continually monitored to determine if the trend started in 1998 continues. If declines in parking revenues continue, reduction in services or other means of providing the service will need to be considered in future budget years.
- ◆ Repair parts for the mechanical parking meters are becoming increasingly difficult to obtain. Replacement with new electronic/LED parking meters will need to be evaluated in the future.
- ◆ Ultimate development of the Schlegelmilch-McDaniel surface lot will require the need to create replacement of the lost parking stalls.
- ◆ Continuing annual maintenance and repairs to existing parking structures and surface lots.
- ◆ Coordination with developments in the City Center in accordance with the City Center Plan and the Business Improvements Districts.



CSO Chalking Tires

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, operating, and maintaining a comprehensive unified local transportation system.

*Bus Transfer Center
Downtown
Farwell and Main Streets*

Programs & Services

- ◆ Operate a public transportation system that provides an efficient, safe, comfortable, and equitable transportation option for all citizens.
- ◆ Provide 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 & spoke" system with 9 routes originating and terminating at the Downtown Transfer Center. Route 10 is a relatively new express route, which runs along Clairemont Avenue, from K-Mart to the Northwest Industrial Park.

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. Fairfax/Alpine

Overview of Revenues and Expenditures
--

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	68,400	\$ -
Charges for Services	386,467	440,500	223,473	440,500	391,000
Miscellaneous	12,484	12,000	7,600	12,000	12,000
Non-Operating	1,662,718	1,833,800	427,894	1,892,800	2,009,400
Other Financing Sources	<u>420,898</u>	<u>539,700</u>	<u>0</u>	<u>539,700</u>	<u>610,100</u>
Total Revenues	<u>2,482,567</u>	<u>2,826,000</u>	<u>658,967</u>	<u>2,953,400</u>	<u>3,022,500</u>
Expenses:					
Personal Services	1,614,409	1,849,400	789,592	1,849,400	1,880,500
Contractual Services	587,747	525,400	271,244	604,400	657,000
Utilities	4,380	6,800	2,634	6,800	7,300
Fixed Charges	118,951	144,500	53,216	124,500	146,800
Materials & Supplies	196,081	286,900	138,600	286,900	329,200
Capital Outlay	-	13,000	-	98,500	-
Interest Expense-Proprietary Funds	-	-	-	-	10,000
Total Expenses and Other Financing Uses	<u>2,521,567</u>	<u>2,826,000</u>	<u>1,255,286</u>	<u>2,970,500</u>	<u>3,030,800</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ (39,000)</u>	<u>\$ -</u>	<u>\$ (596,318)</u>	<u>\$ (17,100)</u>	<u>\$ (8,300)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 80,183	\$ 83,383		\$ 41,183	\$ 24,083
Changes in Available Balances:					
Principle payments from loans	-	-		-	8,300
From operations	(39,000)	-		(17,100)	(8,300)
Residual transfer in(out)	400,000	-		-	10,000
Investment in fixed assets	<u>(400,000)</u>	<u>-</u>		<u>-</u>	<u>(10,000)</u>
Ending Balance	<u>\$ 41,183</u>	<u>\$ 83,383</u>		<u>\$ 24,083</u>	<u>\$ 24,083</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 59% of Transit revenues. Federal assistance is projected at \$594,600 and is reimbursed annually, after the federal fiscal year and completion of an audit of eligible expenses. State assistance is projected at \$1,189,300 for 2001 and is received quarterly. Public Transit also receives money from the City of Altoona and Eau Claire County for providing transit services.

CHARGES FOR SERVICES

Fares and charter fees account for 13% of operating revenue. The contract for University service is projected at \$159,000, which is a \$4,000 increase over last year. University ridership has dramatically increased and we now run 2 buses per school day to accommodate the students. Ridership on Route 10 (Alpine/Fairfax) has not met expectations. Modifications to the route will be explained in the budget work sessions. The overall estimated revenue from fares have been reduced \$49,500 to \$391,000.

TRANSFER FROM GENERAL FUND

The City General Fund provides approximately 20% of the Transit operating budget. The General Fund subsidy is projected at \$610,100 to include an increase for the rise in the cost of fuel.

OTHER RECEIPTS

Monthly payments from Eau Claire Special Transportation are being recorded in the Transit Utility for the \$20,000 non-interest-bearing loan made to them for the purchase of buses. This loan will be paid in full by May 2001.

EXPENDITURES

PERSONAL SERVICES

The total number of bus operators is not proposed to change in 2001; however, the ratio of full-time to part-time operators may vary depending on changes which may be necessary on Route 10. To deal with the increased administrative duties resulting from service expansions, the transit specialist position has been increased to full-time at a cost of \$16,800.

CONTRACTUAL SERVICES

Contractual services includes budgeted expenses for repairs and maintenance, laundry and cleaning, postage and shipping, marketing and advertising, auditing, equipment and building rental, training and meetings, and membership dues. An additional \$1,800 has been added to the advertising and marketing budget for the promotion of transit services. Computer service charges have been added for a software lease. This category also includes "purchased transportation" in the special services account. The City of Eau Claire is the lead agency for providing paratransit services. The services are provided through a contract with Eau Claire Special Transportation. (ECST).

UTILITIES

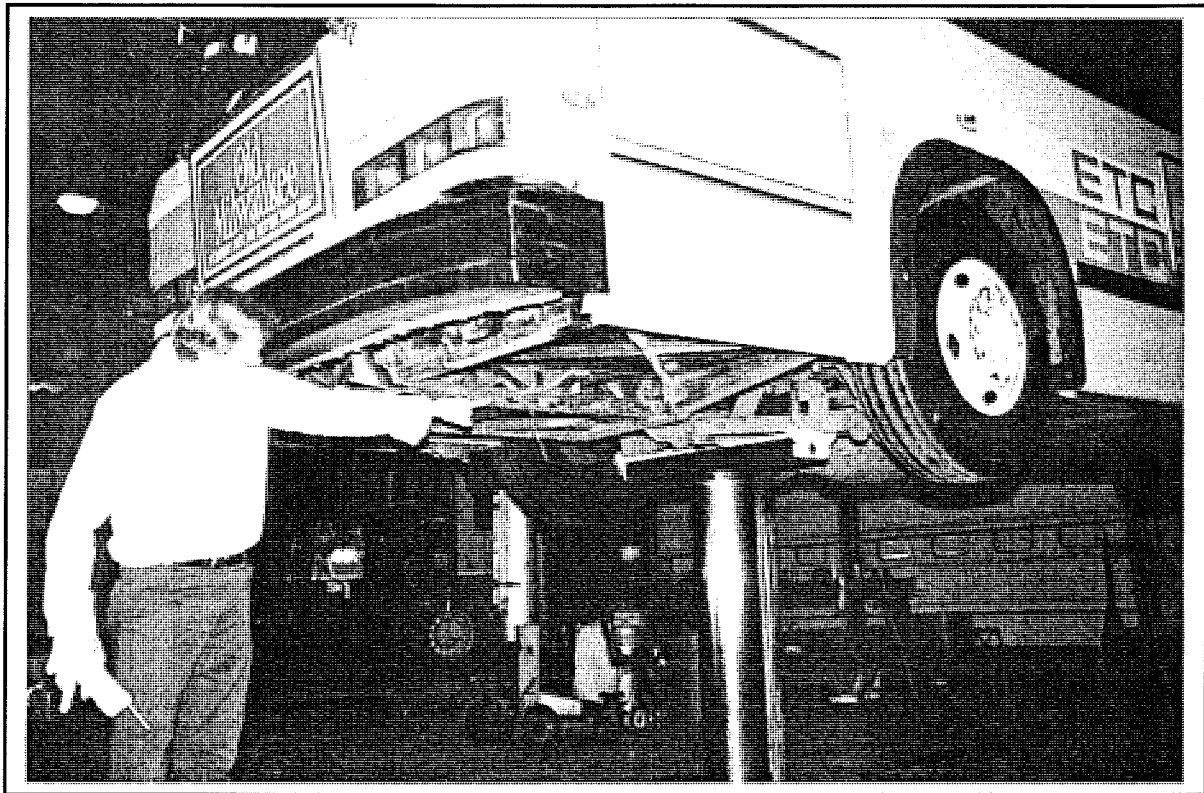
The costs budgeted under utilities include electricity, sewer service, water service, telephones, and storm water charges. No major changes in the 2001 budget are proposed.

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. The fuel line item has been increased by \$39,200 to reflect the rise in the cost of fuel.

CAPITAL OUTLAY

No major capital purchases are proposed from the Transit operating budget in 2001.



Bus Inspection

Revenue Detail

Public Transit

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
INTERGOVERNMENTAL REVENUES					
State aid	\$ -	\$ -	\$ -	\$ 68,400	\$ -
OPERATING REVENUES					
Charges for services:					
Passenger fares	\$ 386,467	\$ 440,500	\$ 223,473	\$ 440,500	\$ 391,000
OTHER OPERATING REVENUES					
Advertising	12,435	12,000	7,370	12,000	12,000
Miscellaneous	49	-	230	-	-
Total other operating revenues	12,484	12,000	7,600	12,000	12,000
NON-OPERATING REVENUES					
Operating subsidies:					
City of Eau Claire	420,898	539,700	-	539,700	610,100
Eau Claire County	216,562	150,000	99,507	209,000	209,000
City of Altoona	16,573	16,500	8,535	16,500	16,500
State operating assistance grant	931,828	1,102,100	319,852	1,102,100	1,189,300
Federal operating assistance grant	497,755	565,200	-	565,200	594,600
Total operating subsidies	2,083,616	2,373,500	427,894	2,432,500	2,619,500
Total revenues	\$ 2,482,567	\$ 2,826,000	\$ 658,967	\$ 2,953,400	\$ 3,022,500

OPERATING REVENUES

Operating revenues consist primarily of **Passenger Fares**. Fare revenue is projected to decrease by 11% in 2001. This decrease can be attributed to the low ridership on Route 10 (Alpine/Fairfax).

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 (27.6%) 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

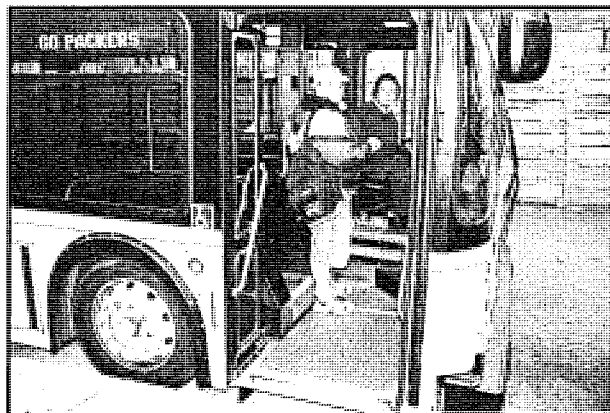
Public Transit

	1999	2000	2001
Transit Manager	1.00	1.00	1.00
Working Shop Supervisor	1.00	1.00	1.00
Driver Supervisor	1.00	1.00	1.00
Transit Specialist	0.50	0.50	1.00
Clerk III	1.00	1.00	1.00
Account Clerk I	1.00	1.00	1.00
Bus Mechanic I	2.00	2.00	2.00
Bus Operator	26.00	26.00	26.00
Combination Serviceman	2.00	2.00	2.00
Part-Time Operator	5.00	5.00	5.00
	<u>40.50</u>	<u>40.50</u>	<u>41.00</u>
Total FTE Positions	<u>40.50</u>	<u>40.50</u>	<u>41.00</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 Clerk III time is charged to Public Works Operations.
- 25% of the Public Works Operations Administrator's time is charge to Transit and another 25% to Central Maintenance.



Passenger paying bus fare

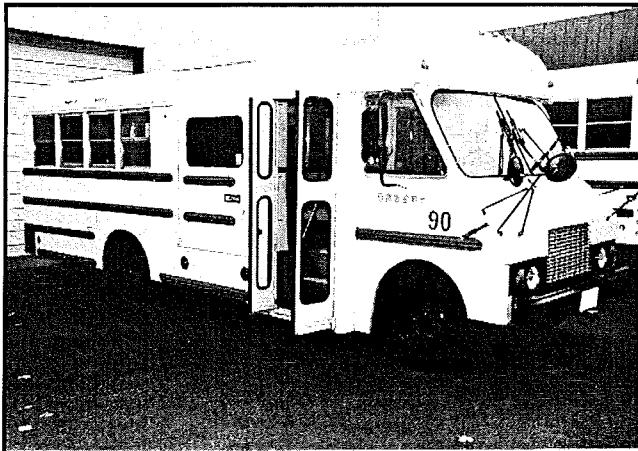
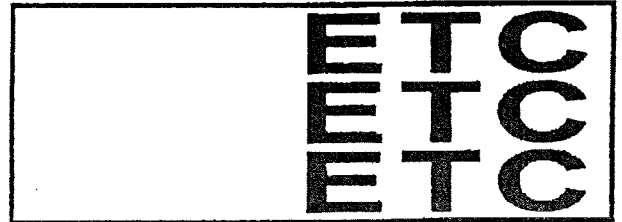
Operation Highlights

Hours of Operation

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

Fare Structure

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



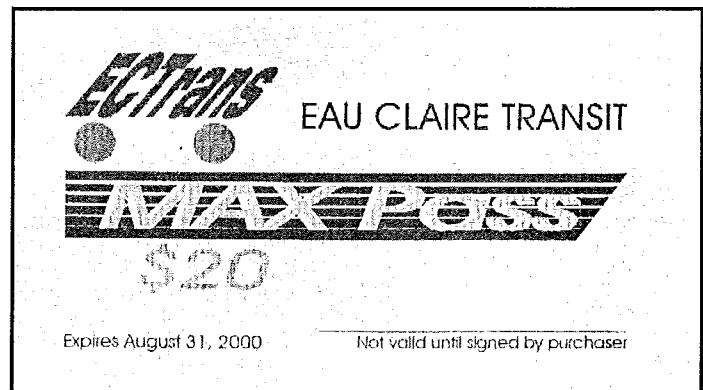
Bus used for special transportation

Paratransit Services

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

Operational Funding

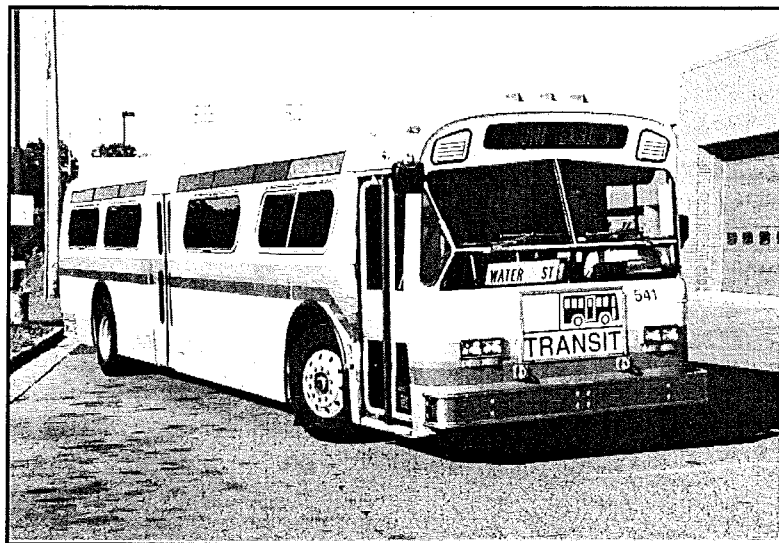
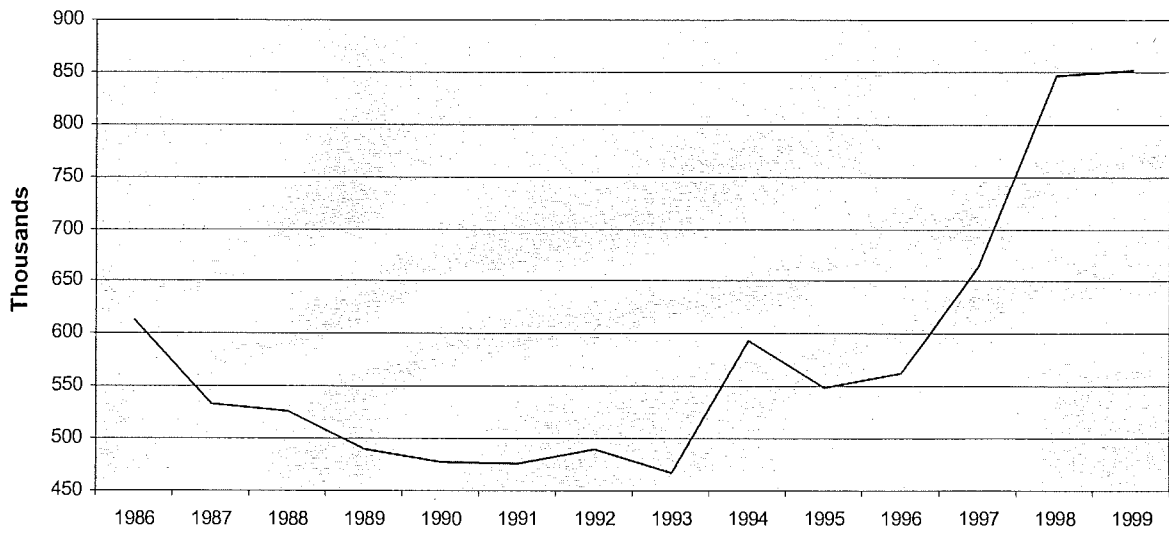
- ◆ Federal Subsidy - 20%
- ◆ State Subsidy - 39%
- ◆ General Fund - 20%
- ◆ Farebox and Charter Revenues - 13%
- ◆ County, Altoona & miscellaneous revenue - 8%



Operating Statistics

	1997	1998	1999	2000 est	2001 est
Service Miles	572,941	660,222	726,843	826,470	826,000
Service Hours	40,967	48,453	53,567	59,186	61,000
Ridership	664,709	847,027	852,055	923,138	1,000,000

Ridership



1976 Flexible Bus

Facilities

Central Maintenance & Storage Facility @ 910 Forest Street

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

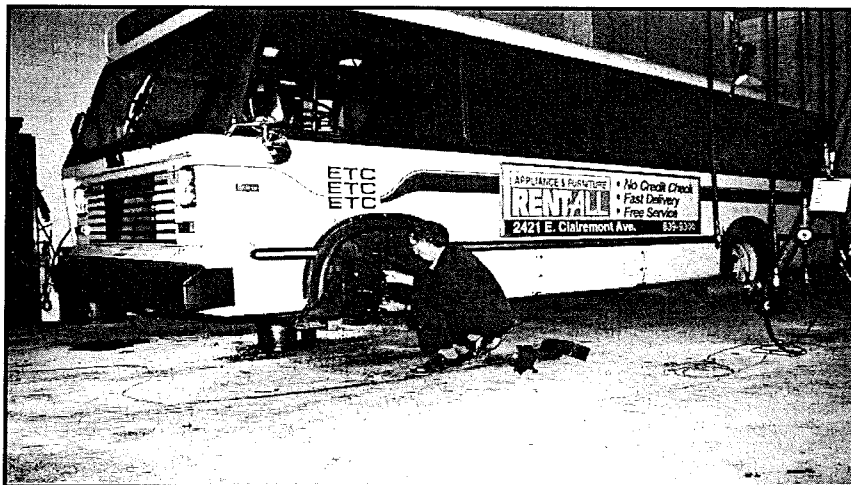
Downtown Transfer Center @ Intersection of Farwell St. & Main St.

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

Bus Fleet

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

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



Shop area at the CMF

Future Outlook

- ◆ Efforts will focus on marketing and customer service not only to maintain current ridership but also to increase it.
- ◆ The recently initiated express Route No. 10 (Fairfax/Alpine) on Clairemont Avenue will be evaluated and modified as necessary to meet the ridership trends.
- ◆ Discussions will continue with the Chippewa Valley Technical College (CVTC) and other tenants in the Northwest Business Park to increase ridership on Route 10.
- ◆ The procurement process for replacing buses is expected to be completed in 2000 with delivery anticipated in late 2001 through 2002.
- ◆ Working relationships and contractual arrangements with UWEC will continue.
- ◆ Long-term location for the Downtown Transfer Center will be evaluated within the next 5 years.
- ◆ The contractual arrangements with Eau Claire County and Eau Claire Special Transportation to provide paratransit services will be reviewed on an annual basis.



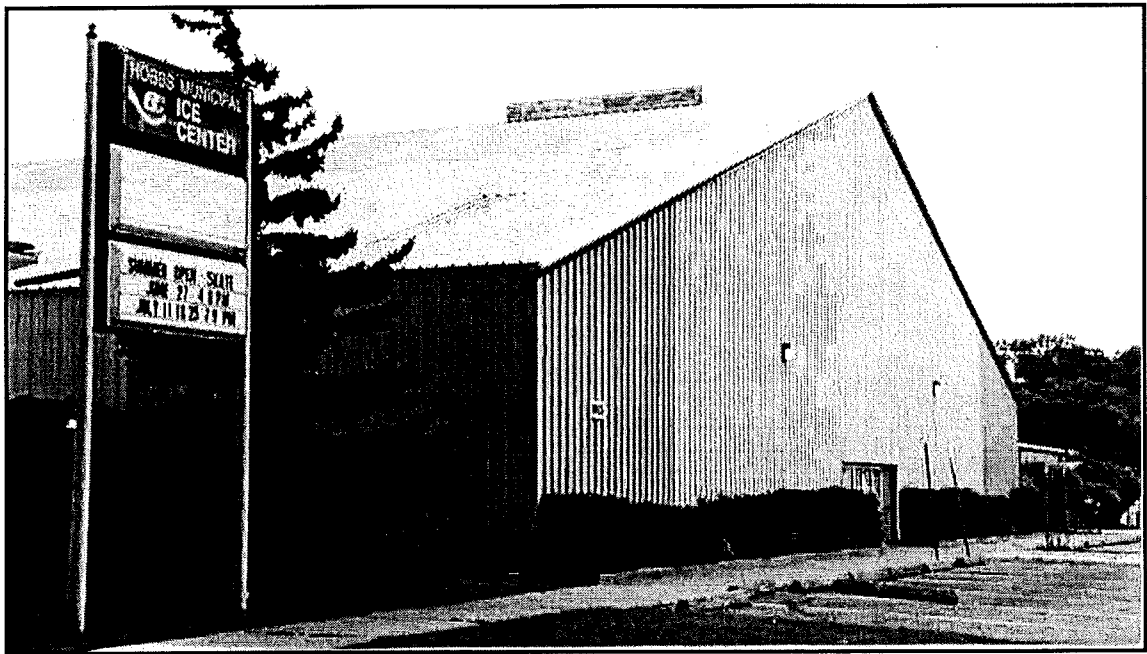
HOBBS MUNICIPAL ICE CENTER

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

- ◆ 3,415 total hours rented in 1999
- ◆ 2,473 total hours rented in 1994
- ◆ 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
- ◆ 126 total hours rented on the Hughes Rink



Overview of Revenues and Expenditures

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues:					
Operating	\$ 339,615	\$ 333,000	\$ 180,029	\$ 337,500	\$ 334,000
Other Financing Sources	<u>35,241</u>	<u>77,500</u>	<u>-</u>	<u>77,500</u>	<u>91,900</u>
Total revenues	<u>374,856</u>	<u>410,500</u>	<u>180,029</u>	<u>415,000</u>	<u>425,900</u>
Expenses:					
Personal Services	191,256	187,900	103,155	187,900	206,700
Contractual Services	26,167	41,000	13,245	45,500	31,200
Utilities	137,603	157,900	67,994	157,900	159,700
Fixed Charges	9,100	9,100	4,250	9,100	9,100
Materials & Supplies	10,556	14,600	4,117	14,600	17,500
Capital Outlay	-	-	-	-	1,700
Other	<u>174</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenses and Other Financing Uses	<u>374,856</u>	<u>410,500</u>	<u>192,760</u>	<u>415,000</u>	<u>425,900</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (12,731)</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	-	-	-	-	-
Residual transfers in	-	70,000	-	70,000	249,000
Transfer to capital projects	-	(70,000)	-	(70,000)	(249,000)
Transfer from reserves	<u>-</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. This year an approved increase in ice rental charges will generate additional revenue in the last quarter of 2000 and into 2001.

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

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

MATERIALS & SUPPLIES

The materials and supplies account includes \$2,000 to purchase 20 pairs of adult size rental skates. We are also budgeting \$1,000 for purchase of additional tables and folding chairs 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 will be replaced in 2001. Bathroom renovations will also be made in 2001. A taskforce is currently looking at the need for an addition to the O'Brien rink. A number of other improvements are also necessary, including a new roof, public address system, and dehumidification system. Costs will likely be substantial and will require cooperative efforts with the University, School District and some type of debt financing, subject to a referendum, if the projects move forward.

Revenue Detail

Hobbs Ice Center

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
OPERATING REVENUES					
Charges for services:					
Hobbs arena	\$ 334,281	\$ 325,000	\$ 168,804	\$ 325,000	\$ 330,000
Youth hockey concessions	5,334	3,000	1,725	3,000	4,000
Total charges for services	<u>339,615</u>	<u>328,000</u>	<u>170,529</u>	<u>328,000</u>	<u>334,000</u>
OTHER OPERATING REVENUES					
Miscellaneous	-	5,000	9,500	9,500	-
Total operating revenues	<u>339,615</u>	<u>333,000</u>	<u>180,029</u>	<u>337,500</u>	<u>334,000</u>
OTHER FINANCING SOURCES					
Transfer from General fund	35,241	72,500	-	72,500	91,900
Transfer from Community Enhancement	-	5,000	-	5,000	-
Total other financing sources	<u>35,241</u>	<u>77,500</u>	<u>-</u>	<u>77,500</u>	<u>91,900</u>
Total revenues	\$ <u>374,856</u>	\$ <u>410,500</u>	\$ <u>180,029</u>	\$ <u>415,000</u>	\$ <u>425,900</u>

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>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>
\$49,546	\$69,785	\$68,483	\$76,610	\$35,240	\$72,500	\$91,900

Staffing

Hobbs Ice Center

	1999	2000	2001
Program Supervisor	1.00	1.00	1.00
Skilled Worker I	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

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

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.

Ice Center Annual Schedule - 5 Year History
of Weeks Open

	1994	1995	1996	1997	1998	1999
O'Brien	31	31	30	31	30	30
Akervik	23	25	30	40	38	37
Summer	10	11	11	13	11	11

- ◆ 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

	1994	1995	1996	1997	1998	1999
Revenues	\$249,095	\$261,117	\$271,077	\$317,286	\$290,564	\$339,616
Expenses... without depreciation & interest expense	\$295,006	\$310,663	\$340,862	\$386,400	\$367,435	\$374,682
Net Income	(\$45,911)	(\$49,546)	(\$69,785)	(\$69,114)	(\$76,871)	(\$35,066)

Activities

Hobbs Ice Center Open Skate Admissions				
	Winter 1998	Winter 1999	Summer 1999	Total 1999
Youth	3,413	2,275	136	2,411
Youth w/ punch card	323	243	8	251
Adult	1,514	958	57	1,015
Adult w/ punch card	11	6	2	8
Total	5,261	3,482	203	3,685

2000-2001 FEES AND CHARGES

Hourly Charges

Ice Rental – Prime Time*	\$92.00
Ice Rental – Non Prime Time	\$82.00
Ice Rental – Non-Resident Rate	\$102.00
Ice Rental – Summer Ice	\$92.00
Dry Floor (In-Line Skate)	\$46.00
Outdoor Rink	\$30.00

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

Open Skating

Adult	\$3.50
Youth	\$2.50
15 Skate Punch Card (Adult)	\$47.50
15 Skate Punch Card (Youth)	\$32.50
Skate Rental	\$1.00
Open Hockey – Adult	\$4.50

Events

Varsity Game	\$330.00
JV/Varsity Game	\$430.00

Daily Charges

Dry Floor (Special Event) **	\$200.00
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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.

CIP Highlights

- ◆ Replacement of cooling system is scheduled to be completed in 2001.
- ◆ Locker room/restroom renovation is needed and has been proposed in 2001.
- ◆ A consultant has been hired to review our facility and make recommendations regarding a need for a third sheet of ice.
- ◆ Other improvements, including a new roof, shower rooms, and dehumidification system will be addressed with the third rink.

Future Outlook

- ◆ The ice center has reached the maximum number of weeks that each rink can be operated. Growth in revenue from ice rental can only occur if groups schedule skate time much earlier or later in the day, or if the ice fee is increased.
- ◆ The main rink at the ice center opened in 1975. As the facility continues to age, the need for repair and/or renovation will increase.
- ◆ Due to the fact that skaters have become accustomed to quality indoor ice, the demand for a third sheet of indoor ice will continue to grow.

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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 eleventh year in 2001. This is approximately one-third of the projected use.

Programs & Services



Annual Schedule

- ◆ 13-week season (approximately May 30-August 30)
- ◆ 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
- ◆ Home to the Chippewa Valley Swim, Inc. Summer Meet (2-day event) involving 500-700 swimmers

Overview of Revenues and Expenditures
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	1999 <u>Actual</u>	2000 <u>Adopted</u>	2000 6-Month <u>Actual</u>	2000 <u>Estimated</u>	2001 <u>Budget</u>
Operating Budget					
Revenues:					
Charges for Services	\$ 194,964	\$ 167,000	\$ 95,957	\$ 167,000	\$ 178,000
Other Financing Sources	<u>126,339</u>	<u>188,800</u>	<u>0</u>	<u>188,800</u>	<u>188,100</u>
Total revenues	<u>321,303</u>	<u>355,800</u>	<u>95,957</u>	<u>355,800</u>	<u>366,100</u>
Expenses:					
Personal Services	149,169	162,200	44,712	162,200	182,400
Contractual Services	13,559	21,200	7,554	21,200	19,300
Utilities	30,014	40,000	7,632	40,000	37,900
Fixed Charges	5,255	5,400	3,155	5,400	5,400
Materials & Supplies	37,946	40,000	15,455	40,000	45,600
Capital Outlay	-	-	1,049	0	2,500
Interest Expense-Proprietary Funds	<u>82,607</u>	<u>87,000</u>	<u>-</u>	<u>87,000</u>	<u>73,000</u>
Total Expenses and Other Financing Uses	<u>318,550</u>	<u>355,800</u>	<u>79,557</u>	<u>355,800</u>	<u>366,100</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 2,753</u>	<u>\$ -</u>	<u>\$ 16,400</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 29,935	\$ 19,935		\$ 22,688	\$ 12,688
Changes in Available Balances:					
From operations	2,753	-		-	-
Residual transfer in	77,450	85,000		85,000	90,000
Principal payment - debt	(77,450)	(85,000)		(85,000)	(90,000)
Transfer to capital projects	<u>(10,000)</u>	<u>(10,000)</u>		<u>(10,000)</u>	<u>(10,000)</u>
Ending Balance	<u>\$ 22,688</u>	<u>\$ 9,935</u>		<u>\$ 12,688</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 \$151,200 to \$195,000 with an average of \$168,700. 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.

EXPENDITURES

PERSONNEL SERVICES

Staffing from the outdoor pool is made up mostly of seasonal part-time people. In addition, one full-time permanent employee from the park division is assigned as a maintenance worker for approximately five months of the year. The maintenance worker does have some additional responsibilities in Fairfax Park. A program supervisor from the Recreation Division has oversight responsibility for the operation of the pool, the concessions, and the admissions. No additional staff has been proposed for 2001. However, since the staffing of the pool is primarily seasonal high school and college students, any increase in the minimum wage will 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 2001.

UTILITIES

Electricity and gas service are two of the major costs other than personnel.

MATERIALS & SUPPLIES

This area includes expenditures for janitorial supplies, food and beverage supplies, and chemicals, among other items. Staff members purchase their own uniforms. In 2001, we are budgeting to paint the interior walls of the bathhouse.

CAPITAL OUTLAY

Each year, \$10,000 has been budgeted in the CIP to do major repair work on pumps, filters, or heaters. In addition, we are proposing to paint the pool in 2002, replace the pool heaters in 2003, the play equipment in 2004, and the pool controllers in 2005.

Revenue Detail

Outdoor Pool

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
OPERATING REVENUES					
Charges for services:					
Pool admissions	\$ 144,867	\$ 125,000	\$ 75,854	\$ 125,000	\$ 135,000
Pool concessions	37,046	33,000	12,149	33,000	35,000
Miscellaneous	<u>13,051</u>	<u>9,000</u>	<u>7,954</u>	<u>9,000</u>	<u>8,000</u>
Total charges for services	<u>194,964</u>	<u>167,000</u>	<u>95,957</u>	<u>167,000</u>	<u>178,000</u>
NON-OPERATING REVENUES					
Transfer from General fund	<u>126,339</u>	<u>188,800</u>	<u>-</u>	<u>188,800</u>	<u>188,100</u>
Total revenues	\$ <u>321,303</u>	\$ <u>355,800</u>	\$ <u>95,957</u>	\$ <u>355,800</u>	\$ <u>366,100</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

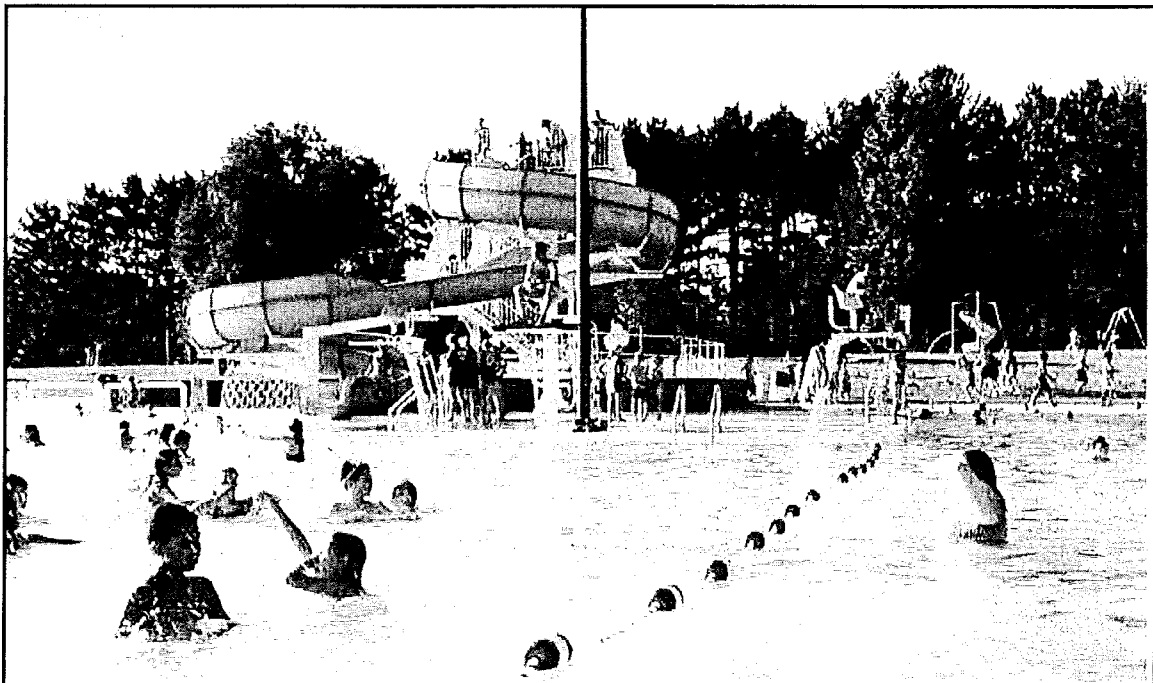
The Outdoor Pool was established as an enterprise fund in 1990. Since that time, a **General Fund Subsidy** has been required to meet the operational expenses and the annual debt payment.

Summary of General Fund Subsidies

<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>
\$141,515	\$148,976	\$132,889	\$143,782	\$126,339	\$188,800	\$188,100

Staffing

- ◆ A Department Program Supervisor directs lifeguard operations.
- ◆ The Superintendent of Recreation coordinates maintenance, concessions and administration of 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.
- ◆ 72 seasonal staff members were employed in 2000 as lifeguards and cashiers.
- ◆ A Program Supervisor assigned to General Fund Recreation charges 25% of their time to the Outdoor Pool.



Activities

	1997 ACTUAL	1998 ACTUAL	1999 ACTUAL
Weeks of Summer Operation	13	13	13
Total Attendance	64,894	64,266	69,227
Season Passes Sold			
Family	549	460	624
Children	158	122	164
Adult	62	71	43
Water Fitness Class Attendance	192	198	245
Number of Sunday Night Rentals	4	9	8

Attendance in 1999 was 69,227.

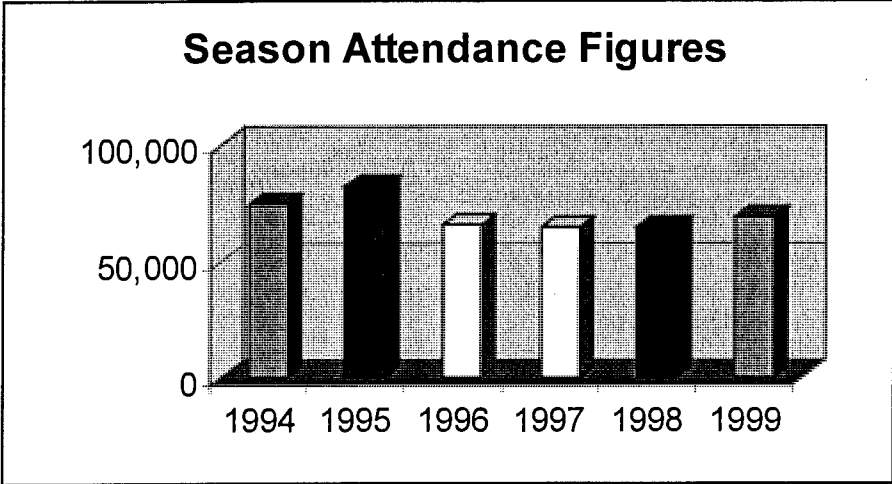
A small plastic slide was added to the amenities at the pool in 1999.

Shade features were added in 2000.

SEVEN-YEAR HISTORY OF OPERATION

	1993	1994	1995	1996	1997	1998	1999
Revenues	\$132,388	\$151,175	\$168,981	\$156,706	\$170,320	\$170,064	\$194,965
Expenses... without depreciation & interest expense	\$205,519	\$232,947	\$204,960	\$204,423	\$210,813	\$226,327	\$235,943
Net Income	(\$73,131)	(\$81,772)	(\$35,979)	(\$47,717)	(\$40,493)	(\$56,263)	(\$40,978)

Activities



2000 FEES AND CHARGES

Daily Admission

Youth (under 3)	FREE
Youth (3-17 years)	\$2.00
Adult	\$3.00
Lap Swim	\$2.00
Water Aerobics	\$2.00
Twilight *	\$2.00

*All admissions after 6:00 pm

Season Pass Rates

Resident Youth	\$35.00
Resident Adult	\$45.00
Resident Family of 3	\$75.00
Resident Family of 4	\$80.00
Resident Family of 5	\$85.00
Non-Resident Youth	\$55.00
Non-Resident Adult	\$65.00
Non-Resident Family of 3	\$115.00
Non-Resident Family of 4	\$120.00
Non-Resident Family of 5	\$125.00
Extra charge for each additional family member	\$ 5.00

Punch Cards

(10 swims for the price of 9)

Youth	\$18.00
Adult	\$27.00

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 small items, such as cash registers and concession equipment. 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

- ◆ Pool is scheduled to be repainted in 2002.
- ◆ It is proposed to replace the pool heaters in 2003.
- ◆ In 2004, it is proposed to replace the play equipment at the pool.
- ◆ It is proposed to replace the pool controllers in 2005.

Future Outlook

- ◆ If the minimum wage rate is increased, it will have a financial impact on the operation of this facility.
- ◆ Attracting qualified employees to staff the pool continues to be a problem.
- ◆ As the pool reaches the ten-year mark, it is anticipated that repair and renovation costs will start to increase.

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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 12 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

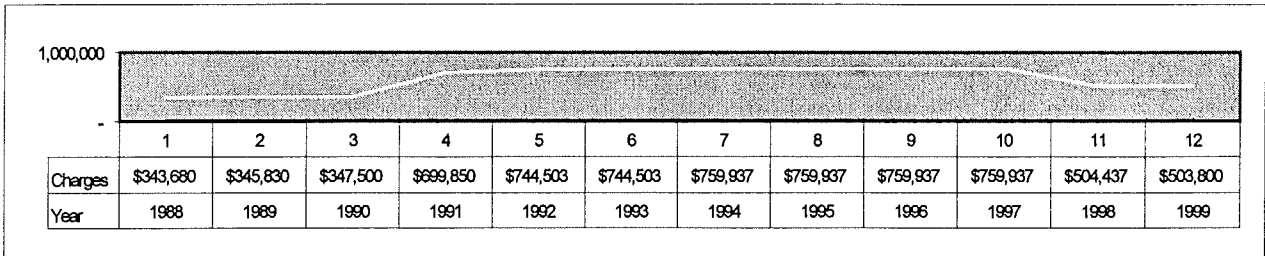
Overview of Revenues and Expenditures
--

	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues:					
Other Operating	\$ 990,692	\$ 992,300	\$ 491,550	\$ 992,300	\$ 1,001,000
Intergovernmental	98,608	40,000	54,491	40,000	40,000
Miscellaneous	434,242	306,000	266,693	422,000	426,000
	<u>1,523,542</u>	<u>1,338,300</u>	<u>812,733</u>	<u>1,454,300</u>	<u>1,467,000</u>
Expenses:					
Personal Services	96,358	101,700	46,402	101,700	104,400
Contractual Services	24,011	39,800	3,595	39,800	38,800
Utilities	3,512	6,000	1,085	6,000	4,000
Fixed Charges	928,654	1,118,900	416,835	1,118,900	1,177,500
Materials & Supplies	5,054	5,300	1,479	5,300	5,100
Capital Outlay	-	2,500	-	2,500	-
Other	82	-	-	-	-
	<u>1,057,671</u>	<u>1,274,200</u>	<u>469,396</u>	<u>1,274,200</u>	<u>1,329,800</u>
Total Expenses and Other Financing Uses	<u>1,057,671</u>	<u>1,274,200</u>	<u>469,396</u>	<u>1,274,200</u>	<u>1,329,800</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 465,871</u>	<u>\$ 64,100</u>	<u>\$ 343,337</u>	<u>\$ 180,100</u>	<u>\$ 137,200</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ 160,900	\$ 132,700	\$ 87,800	\$ 87,800
Changes in Available Balances:					
From operations	465,871	64,100	180,100	137,200	137,200
Principal payments - debt	-	-	-	-	-
Transfer to capital projects	(225,000)	(225,000)	(225,000)	(225,000)	(225,000)
Transfer to general fund	(400,000)	-	-	-	-
Transfer from reserve-losses/claims	291,829	-	-	-	-
	<u>132,700</u>	<u>-</u>	<u>87,800</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 132,700</u>	<u>\$ -</u>	<u>\$ 87,800</u>	<u>\$ -</u>	<u>\$ -</u>

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.



Charges to the General Fund

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

Risk Management

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
OPERATING REVENUES					
Charges for services:					
General fund	\$ 503,800	\$ 503,800	\$ 251,900	\$ 503,800	\$ 503,800
Storm Water	-	4,600	-	4,600	4,600
Library	21,900	22,300	11,150	22,300	31,000
Cemetery maintenance	-	6,100	-	6,100	6,100
Sewer	77,700	77,700	38,850	77,700	77,700
Water	79,472	79,500	39,750	79,500	79,500
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	105,200
Risk management	-	3,700	-	3,700	3,700
Central equipment	158,200	158,200	79,100	158,200	158,200
Economic development	-	1,200	-	1,200	1,200
Public housing	-	9,200	-	9,200	9,200
Other	23,620	-	7,800	-	-
Total charges for services	<u>990,692</u>	<u>992,300</u>	<u>491,550</u>	<u>992,300</u>	<u>1,001,000</u>
OTHER OPERATING REVENUES					
Repayment of claims	<u>98,608</u>	<u>40,000</u>	<u>54,491</u>	<u>40,000</u>	<u>40,000</u>
NON-OPERATING REVENUES					
Miscellaneous	105,937	6,000	120,701	115,000	119,000
Interest income	<u>328,305</u>	<u>300,000</u>	<u>145,991</u>	<u>307,000</u>	<u>307,000</u>
	434,242	306,000	266,693	422,000	426,000
Total revenues	<u>\$ 1,523,542</u>	<u>\$ 1,338,300</u>	<u>\$ 812,733</u>	<u>\$ 1,454,300</u>	<u>\$ 1,467,000</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 2001 to the General Fund comprise 51% of the total service charge, followed by Central Equipment 16%, Transit 11%, Water 8% and Sewer 8%. The remaining funds comprise 6% of the total.

Repayment of Claims includes reimbursements from insurance companies and individuals for damages covered by the self-insurance program.

NON-OPERATING REVENUES

Interest Income is earned by investing available cash in the Risk Management fund in accordance with the City's investment policy.

Staffing

Risk Management

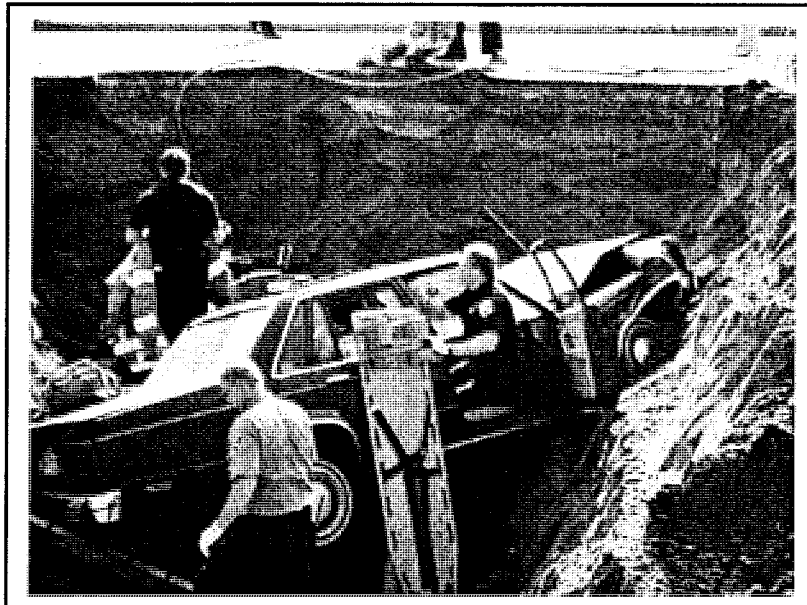
	1999	2000	2001
Risk Management Technician	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>1.00</u></u>	<u><u>1.00</u></u>	<u><u>1.00</u></u>

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

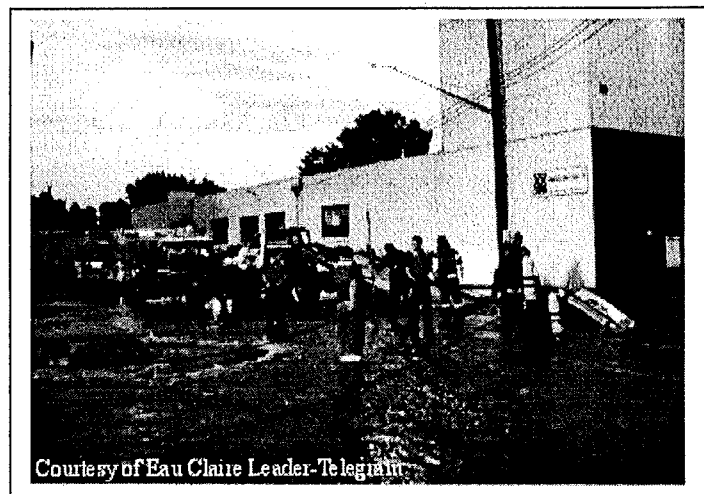
- ◆ City of Madison
- ◆ Waukesha County
- ◆ Brown County
- ◆ Outagamie County
- ◆ Dane County
- ◆ Manitowoc County
- ◆ Kenosha County
- ◆ City of Eau Claire
- ◆ Chippewa County
- ◆ Dodge County
- ◆ LaCrosse County
- ◆ St. Croix County
- ◆ Marathon County



Flood related sinkhole

Principal Sources of Revenue

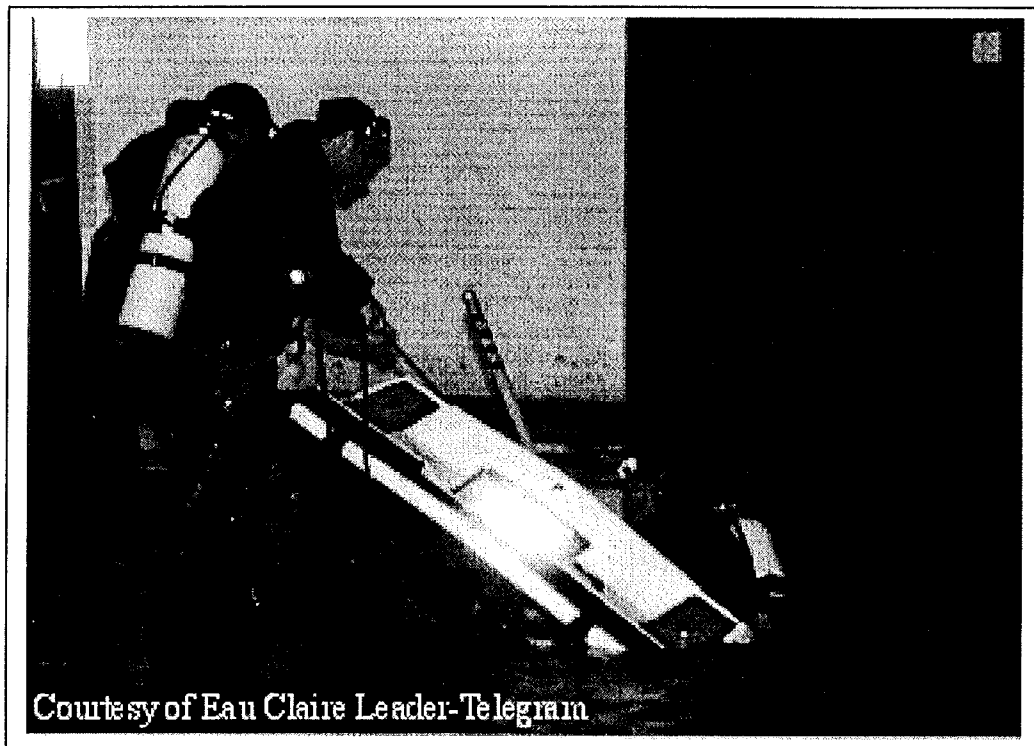
- ◆ General Fund
- ◆ Interest Income
- ◆ Central Equipment
- ◆ Transit
- ◆ Other City Funds
- ◆ Water Utility
- ◆ Sewer Utility
- ◆ Repayment of Claims



Rescue from flood related sinkhole

Future Outlook

- ◆ The primary costs of the risk management fund include medical expenses, fixed insurance charges and the expenses related to claims adjusting. Each of these costs is rising faster than the rate of inflation.
- ◆ The goal of the risk management fund is to provide stable risk charges and excellent coverage and services to the users of the Fund.
- ◆ The challenge will be to continue our history of stable charges to the departments while underlying expenses continue to rise.



Retrieval of vehicle from 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.
- ◆ Whenever possible, implement the recommendations of the Accident Review Board.
- ◆ Provide a perpetual inventory of automotive parts and other municipal supplies.

Overview of Revenues and Expenditures
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	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues:					
Intergovernmental	\$ 2,370,468	\$ 2,401,000	\$ 1,194,947	\$ 2,401,000	\$ 2,515,200
Miscellaneous	143,397	134,400	75,067	134,400	137,100
Other Financing Sources	<u>3,076</u>	<u>10,000</u>	<u>178</u>	<u>10,000</u>	<u>10,000</u>
Total revenues	<u>2,516,941</u>	<u>2,545,400</u>	<u>1,270,192</u>	<u>2,545,400</u>	<u>2,662,300</u>
Expenses:					
Personal Services	474,750	513,700	232,319	513,700	508,700
Contractual Services	278,140	302,100	169,472	309,300	329,300
Utilities	84,708	110,500	51,314	110,500	112,600
Fixed Charges	126,933	158,400	74,261	158,400	158,400
Materials & Supplies	466,558	522,400	232,895	515,200	653,000
Capital Outlay	0	11,000	1,021	11,000	16,000
Other Non-operating Expense	<u>861</u>	<u>10,200</u>	<u>0</u>	<u>10,200</u>	<u>0</u>
Total Expenses and Other Financing Uses	<u>1,431,950</u>	<u>1,628,300</u>	<u>761,282</u>	<u>1,628,300</u>	<u>1,778,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 1,084,991</u>	<u>\$ 917,100</u>	<u>\$ 508,910</u>	<u>\$ 917,100</u>	<u>\$ 884,300</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	1,084,991	917,100		917,100	884,300
Transfer to reserves - equipment/building replacement	<u>(1,084,991)</u>	<u>(917,100)</u>		<u>(917,100)</u>	<u>(884,300)</u>
Ending Balance	<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 on 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 and are proposed to increase 11% in 2001, which is primarily a reflection of increased fuel costs and lubricant costs.

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

PERSONAL SERVICES

The Central Equipment Shop operations have undertaken repairs to Fire Department apparatus, when feasible over the past several years. The Division has been required to replace several certified heavy equipment mechanics over the past year due to retirements and job changes. Some difficulty has been experienced in filling the vacancies with qualified candidates. No changes in the number of personnel are proposed in the 2001 budget.

CONTRACTUAL SERVICES

The computer fleet maintenance and management system was changed in 2000 to be Y2K compliant. The change required a new software program that now operates through the Internet in lieu of purchasing new stand-alone computer hardware located at the Central Maintenance Facility (CMF). The yearly charges have been increased to reflect the annual fees for the new software system. By installing this type of system, the City was able to avoid the capital cost of a new computer server along with associated in-house computer system maintenance costs.

MATERIALS AND SUPPLIES

The budget for gasoline and diesel fuel has been increased by 64% to reflect the estimated cost for fuel in 2001. The additional fuel costs are proposed to be recovered through increased equipment rental charges to the using departments.

CAPITAL OUTLAY

Capital projects proposed to be funded under this program include painting of the interior of vehicle storage building "B," along with the vehicle storage and work area within the Parks and Forestry Building, to improve the lighting level for a safer and more efficient work area. Major capital equipment replacements and new equipment purchases are outlined in the Capital Improvement Plan (CIP).



Motor Grader

Revenue Detail

Central Equipment

Revenue Classification	1999 Actual	2000 Budget	2000 6-Month Actual	2000 Estimated	2001 Budget
OPERATING REVENUES					
Charges for services:					
Equipment rental:					
General fund	\$ 1,883,586	\$ 1,950,000	\$ 967,143	\$ 1,950,000	\$ 2,015,300
Water utility	111,460	94,000	53,718	94,000	96,100
Sewer utility	212,203	229,000	108,572	229,000	233,700
Parking utility	12,848	15,000	8,240	15,000	14,500
Central equipment	21,443	23,000	10,653	23,000	23,500
Other funds	<u>128,928</u>	<u>90,000</u>	<u>46,620</u>	<u>90,000</u>	<u>132,100</u>
Total charges for services	<u>2,370,468</u>	<u>2,401,000</u>	<u>1,194,947</u>	<u>2,401,000</u>	<u>2,515,200</u>
OTHER OPERATING REVENUES					
Interest on advances to other funds	2,884	1,400	-	1,400	1,500
Miscellaneous	2,791	3,000	3,947	3,000	3,000
Building rental	<u>137,722</u>	<u>130,000</u>	<u>71,120</u>	<u>130,000</u>	<u>132,600</u>
Total miscellaneous revenues	<u>143,397</u>	<u>134,400</u>	<u>75,067</u>	<u>134,400</u>	<u>137,100</u>
NON-OPERATING REVENUES					
Sale of capital assets	<u>3,076</u>	<u>10,000</u>	<u>178</u>	<u>10,000</u>	<u>10,000</u>
Total non-operating revenues	<u>3,076</u>	<u>10,000</u>	<u>178</u>	<u>10,000</u>	<u>10,000</u>
Total revenues	<u>\$ 2,516,941</u>	<u>\$ 2,545,400</u>	<u>\$ 1,270,192</u>	<u>\$ 2,545,400</u>	<u>\$ 2,662,300</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

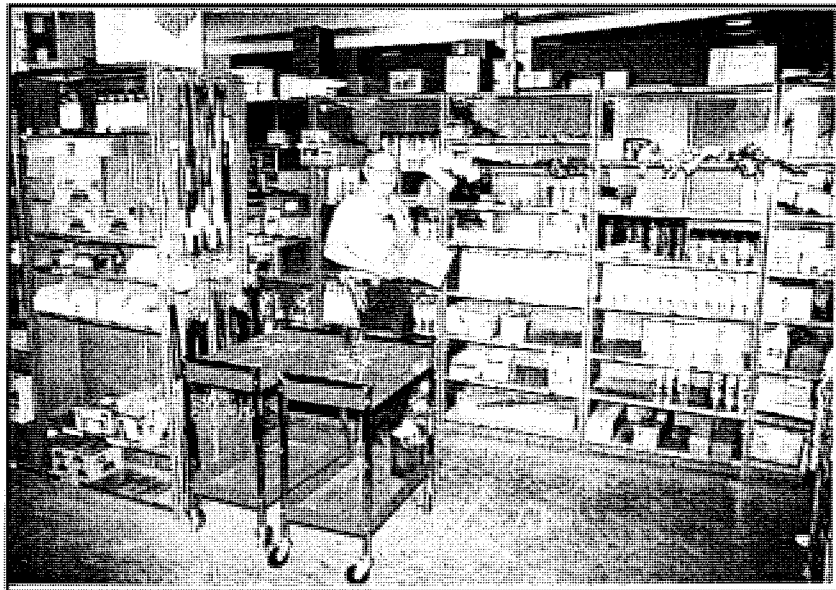
Central Equipment

	1999	2000	2001
Equipment Maintenance Superintendent	1.00	1.00	1.00
Account Clerk I	0.50	-	-
Mechanic III	5.00	5.00	5.00
Stores Clerk	1.00	1.00	1.00
Total FTE Positions	<u>7.50</u>	<u>7.00</u>	<u>7.00</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:

- 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.

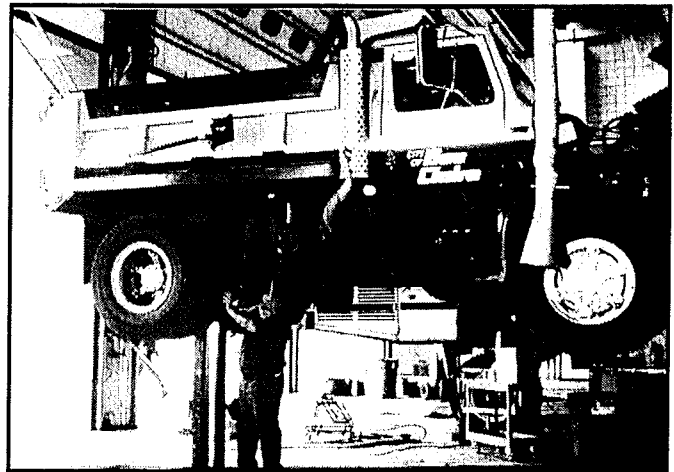


Supply Storage Area

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 (EMS) Computer System



Vehicle on hoist

Equipment

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

Future Outlook

- ◆ Continue monitoring equipment rental rates to assure that replacement, overhead, maintenance and operating expenses are recovered.
- ◆ Replace equipment and vehicles on a scheduled program.
- ◆ Monitor and upgrade the fueling system to meet Underground Storage Tank (UST) and storm water discharge requirements. This may require the installation of a canopy over the fueling islands at the CMF in the next 8 years.
- ◆ Evaluate the equipment and rolling fleet used for the purpose of street sweeping.

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>1999</u> <u>Actual</u>	<u>2000</u> <u>Adopted</u>	<u>2000</u> <u>6-Month</u> <u>Actual</u>	<u>2000</u> <u>Estimated</u>	<u>2001</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 147,035	\$ 500,000	\$ 24,244	\$ 500,000	\$ 500,000
Total Revenues and Other Financing Sources	<u>147,035</u>	<u>500,000</u>	<u>24,244</u>	<u>500,000</u>	<u>500,000</u>
Expenditures and Other Financing Uses:					
Materials & Supplies	<u>147,035</u>	<u>500,000</u>	<u>24,244</u>	<u>500,000</u>	<u>500,000</u>
Total Expenditures and Other Financing Uses	<u>147,035</u>	<u>500,000</u>	<u>24,244</u>	<u>500,000</u>	<u>500,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 0</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

Landfill Remediation

<u>Revenue Classification</u>	<u>1999 Actual</u>	<u>2000 Budget</u>	<u>2000 6-Month Actual</u>	<u>2000 Estimated</u>	<u>2001 Budget</u>
CHARGES FOR SERVICES					
Environment remediation	\$ 147,035	\$ 500,000	\$ 24,244	\$ 500,000	\$ 500,000
Total revenues	\$ 147,035	\$ 500,000	\$ 24,244	\$ 500,000	\$ 500,000

CHARGES FOR SERVICES

Contributions from PRPs are the proposed source of funds for the remedial investigation and clean up.



Former Landfill

Operation Highlights

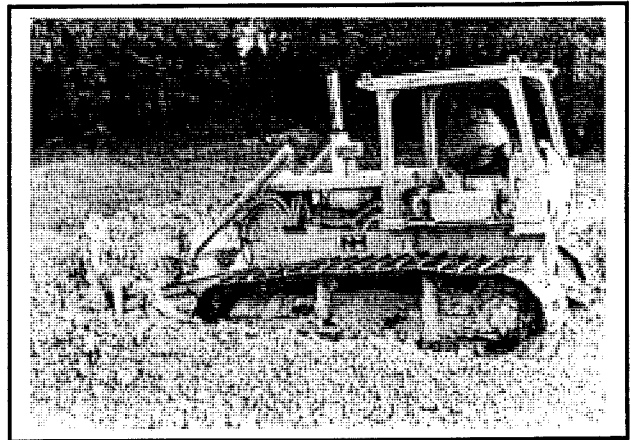
In September 1965, the City of Eau Claire opened a municipal landfill in the Town of Union. The site is approximately three miles west of the City on Crescent Road. The 100-acre fill area stopped accepting all wastes in 1978 and the site was officially closed in 1982.

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:

- ◆ Site investigation – Study of the site by environmental engineers to determine the appropriate remedial action.
- ◆ Private well supply protection – Provide protection (or alternate water supplies) to private well owners in close proximity to the landfill.
- ◆ Install and operate interim remedial measures to provide protection to private well owners located in close proximity to the landfill.
- ◆ Complete final investigation of the site.
- ◆ 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

Future Outlook

- ◆ The landfill will be an ongoing expense for many years to come.
- ◆ The challenge will be to continue to deal with this situation in a cost effective and practical manner.

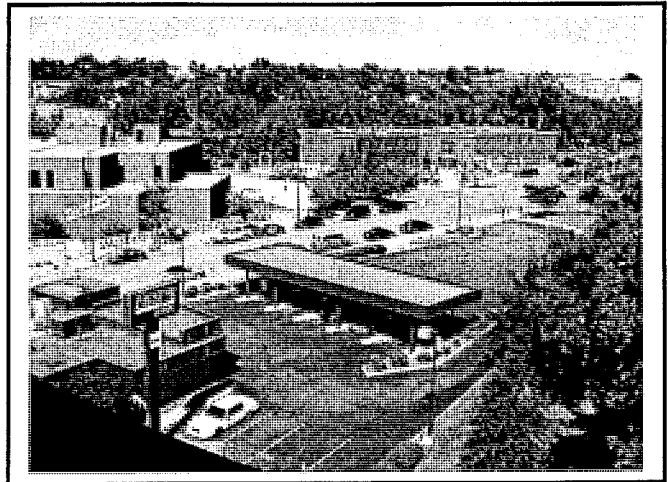
DOWNTOWN BUSINESS DISTRICT

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>1999</u> <u>Actual</u>	<u>2000</u> <u>Adopted</u>	<u>2000</u> <u>6-Month</u> <u>Actual</u>	<u>2000</u> <u>Estimated</u>	<u>2001</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
Miscellaneous	2,790	2,000	638	2,000	2,000
Total Revenues and Other Financing Sources	57,790	57,000	55,638	57,000	57,000
Expenditures and Other Financing Uses:					
Contractual Services	67,961	44,000	24,301	44,000	44,000
Materials & Supplies	4,042	11,000	3,029	11,000	11,000
Total Expenditures and Other Financing Uses	72,003	55,000	27,330	55,000	55,000
Excess (Deficiency) of Funding Sources Over Uses	\$ (14,213)	\$ 2,000	\$ 28,308	\$ 2,000	\$ 2,000
Working Capital/Available Fund Balance					
Beginning Balance	\$ 38,806	\$ 40,806		\$ 24,593	\$ 26,593
Changes in Available Balances:					
From operations	(14,213)	2,000		2,000	2,000
Ending Balance	\$ 24,593	\$ 42,806		\$ 26,593	\$ 28,593

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 the Main Street Program.

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. Past projects of the Downtown BID include:

- ◆ Support for the creation of the Main Street Program and the current City Center Corporation, which manages the downtown activities.
- ◆ Purchase and installation of the banner program in downtown.
- ◆ Enhance the downtown with flower plantings in the large concrete pots on Barstow Street and along other locations in addition to providing hanging flower baskets.
- ◆ Funded pedestrian amenities as benches, kiosks, pedestrian shelter, sidewalk vacuuming, and installation of trash urns.
- ◆ Support for 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

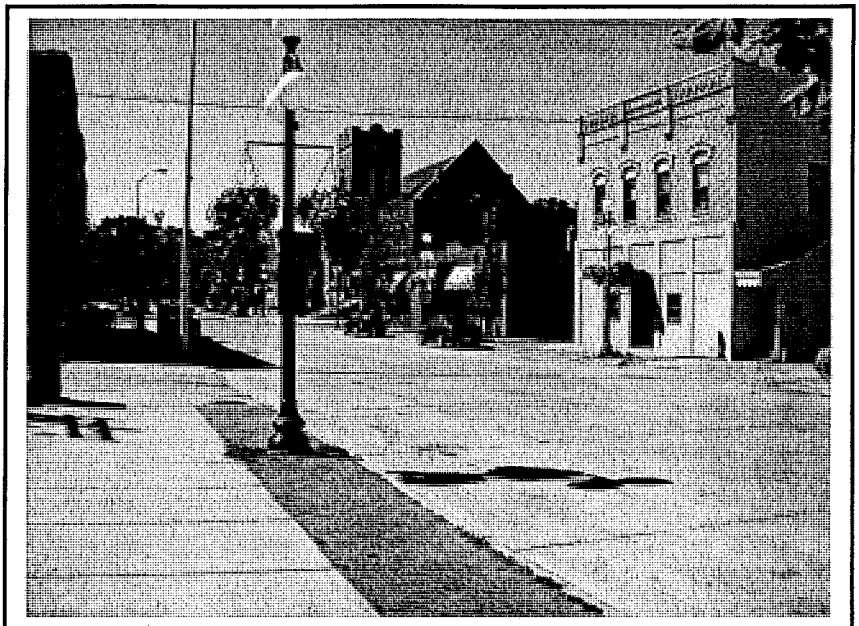
WEST GRAND BUSINESS DISTRICT

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
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	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 9,000	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750
Miscellaneous	<u>570</u>	<u>400</u>	<u>320</u>	<u>400</u>	<u>500</u>
Total Revenues and Other Financing Sources	<u>9,570</u>	<u>10,150</u>	<u>10,070</u>	<u>10,150</u>	<u>10,250</u>
Expenditures and Other Financing Uses:					
Contractual Services	7,840	9,250	3,790	9,250	9,300
Contributions & Other Payments	<u>-</u>	<u>500</u>	<u>-</u>	<u>500</u>	<u>500</u>
Total Expenditures and Other Financing Uses	<u>7,840</u>	<u>9,750</u>	<u>3,790</u>	<u>9,750</u>	<u>9,800</u>
Excess (Deficiency) of Funding Sources Over Uses	\$ <u><u>1,730</u></u>	\$ <u><u>400</u></u>	\$ <u><u>6,280</u></u>	\$ <u><u>400</u></u>	\$ <u><u>450</u></u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 7,794	\$ 8,194		\$ 9,524	\$ 9,924
Changes in Available Balances:					
From operations	<u>1,730</u>	<u>400</u>		<u>400</u>	<u>450</u>
Ending Balance	\$ <u><u>9,524</u></u>	\$ <u><u>8,594</u></u>		\$ <u><u>9,924</u></u>	\$ <u><u>10,374</u></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.

Overview of Revenues and Expenditures
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	1999 Actual	2000 Adopted	2000 6-Month Actual	2000 Estimated	2001 Budget
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 9,517	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
Miscellaneous	<u>1,630</u>	<u>1,000</u>	<u>835</u>	<u>1,000</u>	<u>1,500</u>
Total Revenues and Other Financing Sources	<u>11,147</u>	<u>10,500</u>	<u>10,335</u>	<u>10,500</u>	<u>11,000</u>
Expenditures and Other Financing Uses:					
Contractual Services	5,078	7,300	3,649	7,300	7,300
Other Financing Uses	<u>2,585</u>	<u>2,200</u>	<u>-</u>	<u>2,200</u>	<u>2,200</u>
Total Expenditures and Other Financing Uses	<u>7,663</u>	<u>9,500</u>	<u>3,649</u>	<u>9,500</u>	<u>9,500</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 3,484</u>	<u>\$ 1,000</u>	<u>\$ 6,686</u>	<u>\$ 1,000</u>	<u>\$ 1,500</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 29,724	\$ 30,724		\$ 33,208	\$ 34,208
Changes in Available Balances:					
From operations	<u>3,484</u>	<u>1,000</u>		<u>1,000</u>	<u>1,500</u>
Ending Balance	<u>\$ 33,208</u>	<u>\$ 31,724</u>		<u>\$ 34,208</u>	<u>\$ 35,708</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

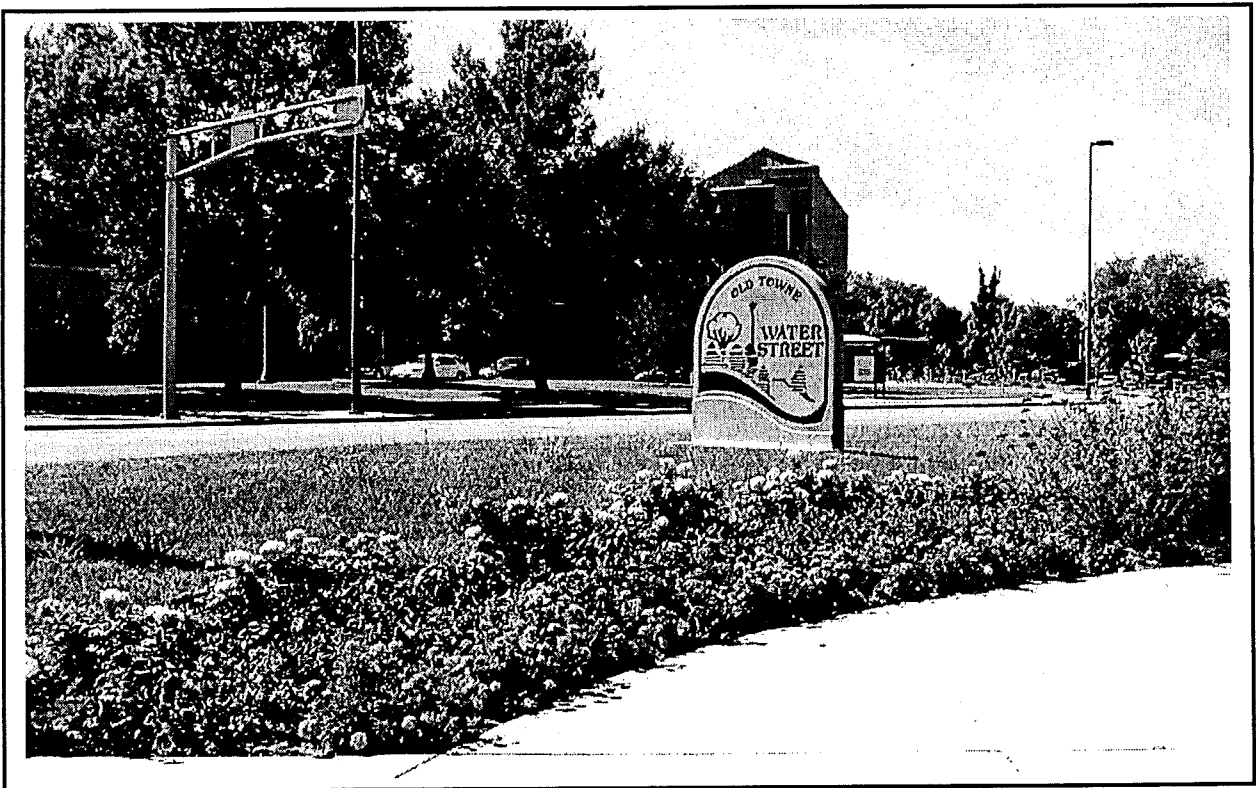
Included in this account are funds for office supplies and fixtures for the district.

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