

2005

**Program
of
Services**

Budget Detail

**City of Eau Claire
Wisconsin**

*****FINANCE DEPARTMENT*****
PERMANENT COPY

2005 Program of Services

Budget Detail

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2005 Program of Services

Budget Detail

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Overview of Revenues and Expenditures

	<u>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 21,008,704	\$ 21,549,200	\$ 11,996,041	\$ 21,488,500	\$ 22,608,500
Intergovernmental	13,792,337	12,364,400	2,568,184	12,720,300	12,335,700
Licenses & Permits	1,498,462	1,427,000	640,973	1,470,000	1,486,000
Fines & Forfeits	740,045	754,000	471,223	757,000	755,000
Charges for Services	1,672,952	1,517,000	712,285	1,680,100	1,916,800
Charges for Services -					
Intragovernmental	2,336,695	2,441,100	1,103,894	2,334,300	2,482,500
Miscellaneous	1,060,414	1,033,400	109,719	1,025,200	958,600
Other Financing Sources	<u>1,086,195</u>	<u>311,500</u>	<u>111,214</u>	<u>489,500</u>	<u>396,200</u>
Total Revenues and Other Financing Sources	<u>43,195,804</u>	<u>41,397,600</u>	<u>17,713,533</u>	<u>41,964,900</u>	<u>42,939,300</u>
Expenditures and Other Financing Uses:					
Personal Services	28,742,512	29,824,800	12,817,049	30,331,000	31,093,500
Contractual Services	4,691,987	4,763,100	1,988,379	5,095,800	4,980,900
Utilities	1,020,995	1,061,300	426,371	1,059,000	1,093,500
Fixed Charges	502,316	1,284,900	275,813	909,300	924,600
Materials & Supplies	1,145,099	1,283,400	483,101	1,366,900	1,330,000
Contributions & Other Payments	328,106	296,400	171,107	296,400	281,900
Capital Purchases	-	-	-	5,100	-
Other Financing Uses	<u>4,997,054</u>	<u>6,282,300</u>	<u>-</u>	<u>6,240,000</u>	<u>6,700,900</u>
Total Expenditures and Other Financing Uses	<u>41,428,068</u>	<u>44,796,200</u>	<u>16,161,821</u>	<u>45,303,500</u>	<u>46,405,300</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 1,767,735</u>	<u>\$ (3,398,600)</u>	<u>\$ 1,551,713</u>	<u>\$ (3,338,600)</u>	<u>\$ (3,466,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 3,492,876	\$ 2,957,676		\$ 5,905,935	\$ 3,008,535
Changes in Available Balances:					
From operations	1,767,735	(3,398,600)		(3,338,600)	(3,466,000)
Principal repayment - leases & advances	645,324	441,200		441,200	473,300
Residual Eq. Tsf (to)from other funds		-		-	-
Ending Balance	<u>\$ 5,905,935</u>	<u>\$ 276</u>		<u>\$ 3,008,535</u>	<u>\$ 15,835</u>

REVENUE DETAIL

Revenue Classification	2004				
	2003 Actual	2004 Adopted	6-Month Actual	2004 Projection	2005 Budget
<u>TAXES</u>					
Real & personal property	\$ 19,186,228	\$ 19,887,700	\$ 11,215,027	\$ 19,887,700	\$ 21,081,000
Allowance for delinquent taxes	-	(200,000)	-	(200,000)	(200,000)
Special assessments	200,479	80,000	151,628	151,500	65,000
Payment in lieu of taxes	1,320,321	1,464,500	285,534	1,332,300	1,331,500
Other	301,675	317,000	343,851	317,000	331,000
Total taxes	21,008,704	21,549,200	11,996,041	21,488,500	22,608,500
<u>INTERGOVERNMENTAL REVENUES</u>					
Federal aid	340,427	57,200	40,313	193,000	-
State shared tax	8,343,051	7,479,100	-	7,479,100	7,475,000
State expenditure restraint program	848,299	906,500	-	906,500	906,500
State aids-streets	2,856,275	2,800,000	1,407,192	2,800,000	2,800,000
State aids-police, fire	729,086	675,000	803,615	803,500	720,000
Other	675,198	446,600	317,064	538,200	434,200
Total intergovernmental revenues	13,792,337	12,364,400	2,568,184	12,720,300	12,335,700
<u>LICENSES & PERMITS</u>					
Television franchise	502,989	425,000	128,464	500,000	500,000
PEG Fees	156,449	159,000	40,718	159,000	159,000
Liquor licenses	94,398	78,000	74,823	82,600	80,000
Building permits	324,968	250,000	147,927	300,000	300,000
Construction permits	213,211	172,000	106,393	190,000	210,000
Occupational licenses	88,777	92,300	67,090	90,100	89,700
Other	117,670	250,700	75,558	148,300	147,300
Total licenses and permits	1,498,462	1,427,000	640,973	1,470,000	1,486,000
<u>FINES & FORFEITS</u>					
Court penalties and costs	330,462	300,000	147,801	300,000	300,000
Parking violations	402,638	450,000	316,474	450,000	450,000
Other	6,945	4,000	6,948	7,000	5,000
Total fines & forfeits	740,045	754,000	471,223	757,000	755,000
<u>CHARGES FOR SERVICES</u>					
Planning & Development fees	26,279	25,200	14,855	27,500	27,500
Weights & measures fees	-	-	-	-	22,000
Public Works revenue	24,567	16,000	12,669	15,000	139,000
Landfill fees	-	60,000	55,666	60,000	60,000
Recreational charges	341,241	373,900	187,940	379,200	434,800
Artificial turf	-	-	5,000	68,000	73,000
Police department fees	279,730	102,300	40,498	107,000	105,000
Ambulance & Fire department fees	998,845	936,100	390,137	1,015,100	1,049,500
Other	2,290	3,500	5,520	8,300	6,000
Total charges for services	\$ 1,672,952	\$ 1,517,000	\$ 712,285	\$ 1,680,100	\$ 1,916,800

REVENUE DETAIL

Revenue Classification	2003 Actual	2004 Adopted	2004 6-Month Actual	2004 Projection	2005 Budget
<u>CHARGES FOR SERVICES-</u>					
<u>INTRAGOVERNMENTAL</u>					
Communication center	\$ 968,996	\$ 1,000,500	\$ 530,174	\$ 1,000,500	\$ 1,019,400
Haz Mat "B" contract	34,000	34,000	-	34,000	34,000
Police liaison	139,890	148,400	-	148,400	159,600
Storm Water Mgmt service charge	331,152	386,100	143,130	286,300	361,900
Water Utility service charge	459,156	467,900	233,910	467,900	488,300
Sewer Utility service charge	342,720	349,200	174,588	349,200	372,600
Public Transit utility service charge	40,236	41,000	20,556	41,000	39,700
Service charge - other	20,545	14,000	1,536	7,000	7,000
Total charges for services- intergovernmental	<u>2,336,695</u>	<u>2,441,100</u>	<u>1,103,894</u>	<u>2,334,300</u>	<u>2,482,500</u>
<u>MISCELLANEOUS</u>					
Interest:					
Investments	359,307	495,000	51,916	495,000	500,000
Advance to other funds	477,375	450,400	-	450,400	424,600
Notes receivable	0	-	-	-	-
Special assessments	13,030	5,000	8,891	10,000	0
Rental	159,121	75,000	4,685	25,000	26,000
Other	51,581	8,000	44,227	44,800	8,000
Total miscellaneous	<u>1,060,414</u>	<u>1,033,400</u>	<u>109,719</u>	<u>1,025,200</u>	<u>958,600</u>
Total revenues	<u>42,109,609</u>	<u>41,086,100</u>	<u>17,602,319</u>	<u>41,475,400</u>	<u>42,543,100</u>
<u>OTHER FINANCING SOURCES</u>					
Transfer from other funds	380,265	301,500	25,057	402,500	386,200
Sale of capital assets	705,930	10,000	86,157	87,000	10,000
Total other financing sources	<u>1,086,195</u>	<u>311,500</u>	<u>111,214</u>	<u>489,500</u>	<u>396,200</u>
Total revenues and other financing sources	<u>\$ 43,195,804</u>	<u>\$ 41,397,600</u>	<u>\$ 17,713,533</u>	<u>\$ 41,964,900</u>	<u>\$ 42,939,300</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 estimated at 102% of the equalized (market) value due to the revaluation in 2005. Assessed values grew slightly over 15%.

The 2005 tax levy will increase 6% to \$21,081,000 reflecting the growth in the tax base. The 2005 property tax rate for City purposes is \$5.902 per thousand of valuation, compared to the 2004 rate of \$6.422.

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. The General Fund special assessment revenue is generated by charges for whiteway lighting.

Payments in Lieu of Taxes are collected from the Water Utility, the Housing Authority, Goodwill Industries, and certain private tax-exempt housing projects as reimbursement for Police, Fire, and PublicWorks services. This payment is computed annually and based is on the value of the property, multiplied by the current mill rate. This revenue is projected at \$1,331,500.

Other Taxes include delinquent personal property tax and mobile home fees.

INTERGOVERNMENTAL REVENUE

State Shared Revenue makes up 60.5% of intergovernmental revenue, and 17.4% of total General fund revenue. Each biennium, the State Legislature appropriates a portion of State Tax collections and returns it to the municipalities. This appropriation is based on a formula that takes into effect the community's tax effort, the equalized value of the property in the community and the population. Since 1995 the State shared revenue has decreased \$3.8 million. The 2005 revenue estimate is \$7,475,000.

State Aid for the Expenditure Restraint Program was implemented in 1991 to encourage Wisconsin municipalities to keep their current budget increases in line with growth in property values and new construction. The amount received varies according to the number of municipalities qualifying for the aid. The 2005 estimated payment is \$906,500.

INTERGOVERNMENTAL REVENUE (Continued)

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 be \$2.8 million.

State Aid for Police and Fire includes a share of state tax levied against insurers providing coverage against fire loss, police training grants, and a reimbursement for police and fire services provided to state facilities, such as UW-Eau Claire and other state buildings. The Fire Insurance Tax revenue estimate for 2005 is \$120,000. The Payment for Municipal Services is estimated at \$600,000 based on the ratio of Eau Claire's State facilities to those of other cities.

Other Intergovernmental Revenues consist primarily of the computer tax reimbursement and the utility tax. Utility tax aid of \$200,700 reimburses the City for service provided to utility facilities.

Computer taxes are a state reimbursement that offsets the effect of the State's exemption of computers and other technology equipment from the personal property tax rolls. The 2005 payment is projected at \$220,000, reflecting the addition of the valuation of TIF#4 computers to the general tax revenues, since TIF #4 is now closed.

LICENSES AND PERMITS

Television Franchise fee is based on a 15-year franchise agreement with Charter Communications dated June 27, 2000. The fee compensates the City for the use of City streets, alleys, and other public rights of way for the operation of a cable television system. The franchise fee is based on 5% of gross cable company revenues. The fee is due within 45 days following the end of each calendar quarter. The 2005 franchise payment is estimated at \$500,000.

Public-Education-Government (PEG) is a fee paid by cable subscribers to provide local programming for Public, Education and Government issues. The cable company collects \$.75 per month per subscriber and transmits the revenue to the City. The City, in turn, appropriates these funds to the Public Access Center. PEG revenue is estimated at \$159,000 in 2005.

Other Revenues in this classification include construction and building permits, cigarette, food, beverage, and occupational licenses. In the budget process, increases will be considered for all licenses, fees and permits not otherwise limited by statute.

The total License and Permits fees are projected at \$1.486 million in 2005.

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. For 2005 the revenue is budgeted at \$300,000.

Parking Violation revenue is determined by the number of parking spaces available, enforcement effort, and follow-up collection of each ticket issued. The 2005 revenue estimate is \$450,000.

CHARGES FOR SERVICES

Planning and Development Fees include application fees and site plan review fees and are estimated at \$27,500.

Weights and Measures Fees, new in 2005 and estimated at \$22,000, recover the cost to the City of testing various scales and meters that measure consumer products. The consumer protection testing is done by the State and billed to the City.

Public Works Revenue includes repairs to streets and sidewalks and signing estimated at \$16,000, and an agreement with the State for the maintenance of sections of Highway 53 in the amount of \$125,000.

The Landfill Fee is a surcharge payment by the landfill owners to the City, County and Town of Seymour as part of a negotiated agreement for the vertical expansion of the landfill. The 2005 estimated revenue is \$60,000.

Recreational Charges include pavilion rentals, use of the soccer fields, and football and baseball stadiums, program fees, instructional fees, and dog park fees. Recreational charges are expected to total \$434,800 in 2005.

Artificial Turf Charges represent payments from the UW-Eau Claire Foundation, the School District, and soft-drink pouring rights that have been designated to offset the cost of the artificial turf at the football stadium. The 2005 revenue is estimated at \$73,000.

Police Department Fees include charges for pawnshops, excessive false alarms and the cost of copies. The estimated 2005 revenue is \$105,000.

Ambulance and Fire Department Fees are generated by emergency medical service provided by the Fire Department. Ambulance fees are estimated to be \$1,020,000 in 2005. The Fire Department also receives \$29,500 as reimbursement for the cost of medical response supervision.

In total, charges for services increase 26% from the 2004 adopted budget.

CHARGES FOR SERVICES-INTRAGOVERNMENTAL

Communication Center Reimbursements constitute 41% of the Charges for Services-Intergovernmental category. The Emergency Communication Center expenses are shared jointly with Eau Claire County and other municipalities which reimburse approximately 70% of the Center's costs through a long-term contract. The 2005 reimbursement is estimated at \$1,019,400.

Police Liaison charges of \$159,000 are reimbursements from the School District for ½ of the cost of assigning four police officers to the schools.

Utility Service Charges are revenues paid to the General Fund by enterprise funds for general management, financial, engineering, and legal services. These fees total \$1,262,500 in 2005.

MISCELLANEOUS

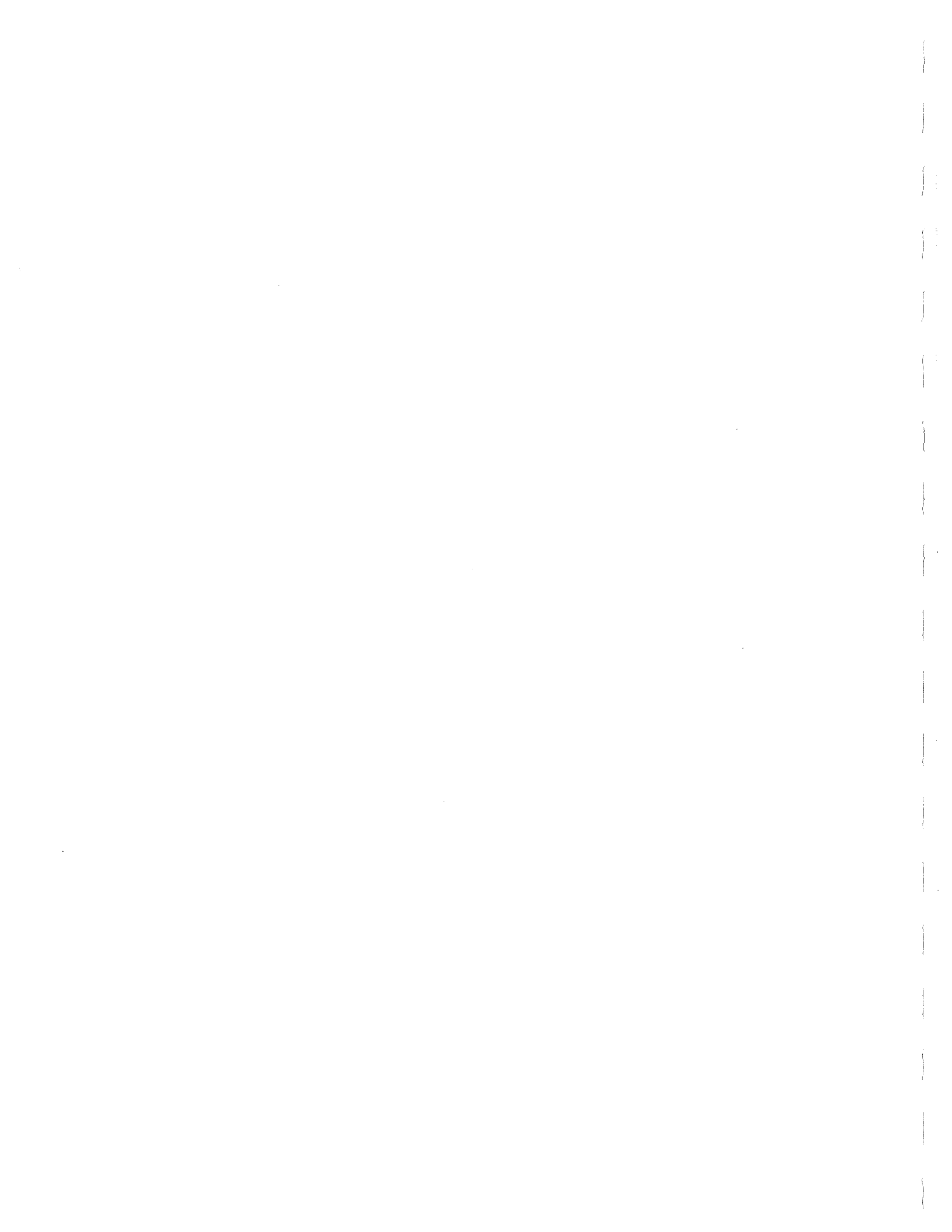
Interest on Investments has been projected at \$500,000, reflecting the General Fund's share of the City's invested portfolio using a blended estimate rate in the range of 1% to 2%.

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

Rental Income is received from property leased to cellular phone companies. In prior years the City also received rent from the Dells Dam. However, the dam was sold to Xcel Energy at the end of 2003.

OTHER FINANCING SOURCES

Other Financing Sources consists of transfers from other funds. The transfers include a \$35,000 transfer from the Community Enhancement fund for special community promotions. The Stormwater Management Utility is phasing in responsibility for street sweeping costs over six years. In 2005 the Utility is supporting 2/6 or 1/3 of the street sweeping costs. In addition the Sewer Utility is contributing \$100,000 to the General Fund for return on City's investment in the Sewer Utility. The total amount is being amortized over 18 years and 2005 will be year 11 of the amortization schedule. The Community Development Block Grant partially supports the salaries of the Coalition for Youth Project Coordinator and Hmong Community Liaison. The estimated CDBG revenue in 2005 is \$50,000.



CITY COUNCIL

As the legislative body of the City, the Council has the responsibility for determining community needs, establishing priorities, specifying immediate and long-range policies, services and programs, and adopting the annual budget for the City. The Council is comprised of eleven members: five members elected by aldermanic district, five members elected at large 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 Chamber 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 at 7 p.m. 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.

Members of the Eau Claire City Council

Front Row from left
Thomas Vue, Howard White, Terri Stanley

Second Row: *Beryle Middleton, Kerry Kincaid, Dallas Neville*

Third Row: *Bob Von Haden, Dave Adler, Ray Hughes*

Fourth Row: *Hal Davis, Toby Biegel*



Photo courtesy of Leader Telegram

Overview of Revenues and Expenditures
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	2003 <u>Actual</u>	2004 Adopted <u>Budget</u>	2005 Proposed <u>Budget</u>	<u>% Change</u>
Revenues				
Gen. Purpose (tax) Rev.	\$ 110,115	\$ 126,600	\$ 127,900	1%
Total Revenues	<u>\$ 110,115</u>	<u>\$ 126,600</u>	<u>\$ 127,900</u>	1%
Expenditures				
Personal Services	\$ 43,087	\$ 43,100	\$ 43,100	0%
Contractual Services	65,332	81,200	82,500	2%
Utilities	244	200	200	0%
Fixed Charges	400	400	400	0%
Materials & Supplies	1,052	1,700	1,700	0%
Total Expenditures	<u>\$ 110,115</u>	<u>\$ 126,600</u>	<u>\$ 127,900</u>	1%

City Council

	2003	2004	2005
City Council President	1.00	1.00	1.00
City Council Members	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
Total FTE Positions	<u># 11.00</u>	<u>11.00</u>	<u>11.00</u>

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

Priorities

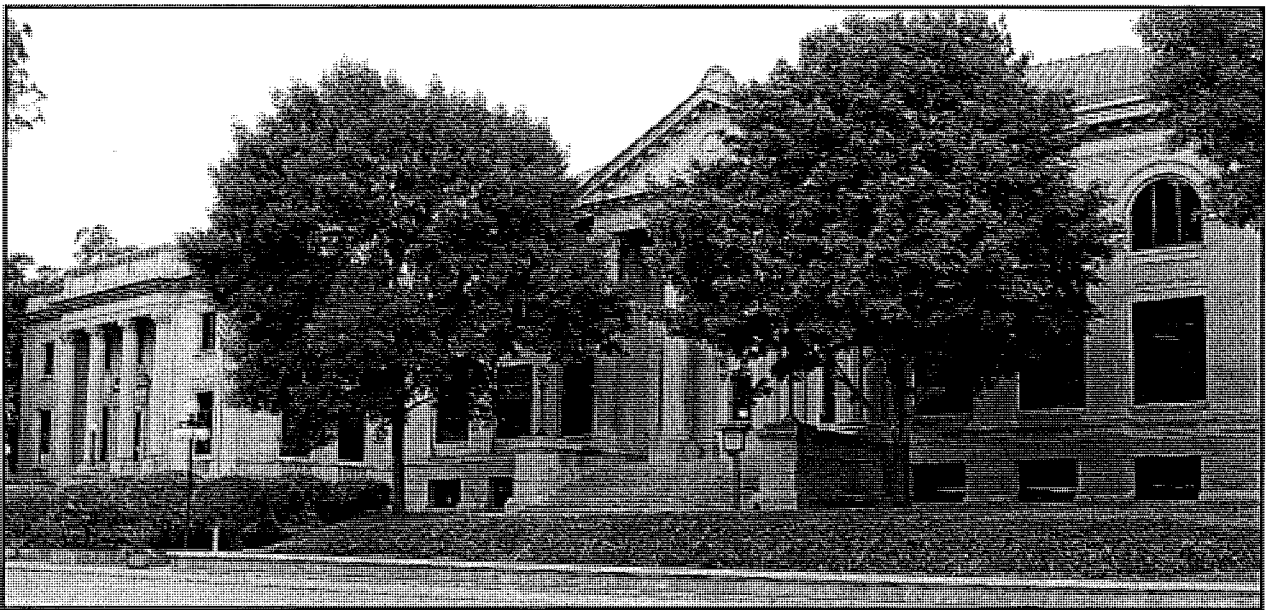
- ◆ Public Safety – provide a safe and secure environment for the community through the provision of protective emergency services.
- ◆ Finance – Provide financial integrity and efficient, effective management of fiscal resources.
- ◆ Social and Cultural Services – Provide cultural and recreational activities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

ADMINISTRATIVE SERVICES

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

The City of Eau Claire Administrative Services includes:

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



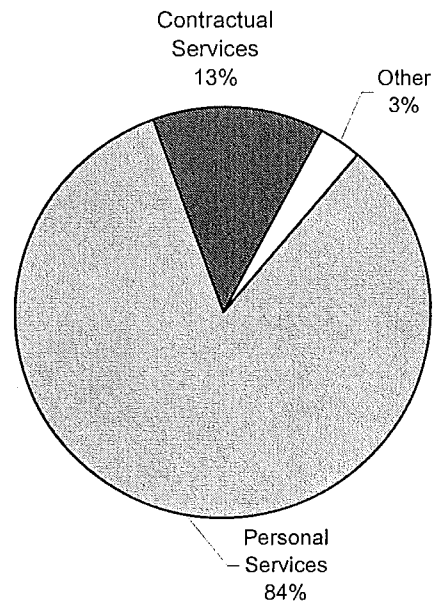
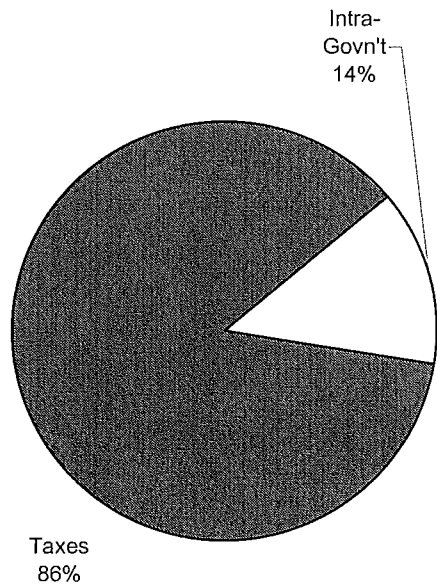
City Hall is located at 203 South Farwell Street

Programs & Services

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

Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 Adopted <u>Budget</u>	2005 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Intragovernmental Service	\$ 137,281	\$ 147,672	\$ 148,032	0%
Gen. Purpose (tax) Rev.	<u>860,161</u>	<u>858,828</u>	<u>939,568</u>	9%
Total Revenues	<u><u>\$ 997,442</u></u>	<u><u>\$ 1,006,500</u></u>	<u><u>\$ 1,087,600</u></u>	8%
Expenditures				
Personal Services	\$ 855,986	\$ 847,900	\$ 905,900	7%
Contractual Services	106,158	121,600	144,000	18%
Utilities	6,025	6,900	7,100	3%
Fixed Charges	3,300	3,300	3,300	0%
Materials & Supplies	<u>25,974</u>	<u>26,800</u>	<u>27,300</u>	2%
Total Expenditures	<u><u>\$ 997,442</u></u>	<u><u>\$ 1,006,500</u></u>	<u><u>\$ 1,087,600</u></u>	8%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

The 2005 budget includes \$22,600 in the Information Services budget to hire temporary services to assist with maintenance and upgrade of the City's computer systems.

CONTRACTUAL SERVICES

This category covers such expenses as postage, printing the *Community News* newsletter, computer service charges and training. Included in Information Services is \$20,500 for the HighLine Payroll System support contract.

City Manager/City Clerk

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 338,844	\$ 359,200	\$ 154,211	\$ 359,200	\$ 375,900
Contractual Services	30,607	23,200	11,643	22,600	23,500
Utilities	1,766	2,200	924	2,200	2,300
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	10,004	15,400	5,934	16,000	15,700
Total Expenditures	<u>\$ 382,620</u>	<u>\$ 401,400</u>	<u>\$ 173,412</u>	<u>\$ 401,400</u>	<u>\$ 418,800</u>

Information Services

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 517,142	\$ 488,700	\$ 246,073	\$ 553,900	\$ 530,000
Contractual Services	75,551	98,400	31,318	95,800	120,500
Utilities	4,259	4,700	2,119	4,700	4,800
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	15,969	11,400	11,458	14,000	11,600
Total Expenditures	<u>\$ 614,821</u>	<u>\$ 605,100</u>	<u>\$ 291,918</u>	<u>\$ 670,300</u>	<u>\$ 668,800</u>

Staffing

City Manager/City Clerk

	2003	2004	2005
City Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
City Clerk/Record Services Coordinator	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	4.00	4.00	4.00
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Information Services

	2003	2004	2005
Information Services Manager	1.00	1.00	1.00
Information Services Technician III	5.00	5.00	5.00
Information Services Technician II	1.00	-	-
PC Coordinator	1.00	1.00	1.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	8.00	7.00	7.00
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

City Manager/City Clerk Operation Highlights

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

Activities

City Manager's Office

- ◆ General administration & management of all City operations
- ◆ Respond to citizen inquiries and provide public information about City services
- ◆ Administrative support for City Council
- ◆ Provide information and orientation for City Council candidates
- ◆ Coordinate and schedule City Council meeting and travel arrangements
- ◆ Work with City Clerk in preparing and distributing City Council agenda and meeting materials
- ◆ Record notes and minutes for City Council and staff meetings
- ◆ Maintain data base and permanent records on City Boards, Commissions and Committees

COMMUNITY NEWS
 ALL UPDATE FROM THE CITY OF LAURENS FALL 1997

Special Thanks to All Members on City Boards, Commissions and Committees

Used here are the names of some of the many people who have volunteered to become involved in our community through service on a City Board, Commission or Committee. This is an ever-changing roster of individuals who by of their give and energy to the benefit of everyone in the State. A debt of gratitude is owed to each and every person who has at any time served on a City Board, Commission or Committee.

The Vision Statement in the City's Comprehensive Plan calls for a strong community effort to promote a high level of citizen participation in civic activities. Through participation on these various boards, committees becomes more aware of issues facing our city. As the City Council works to address the challenges of the future, widespread citizen involvement is critical.

The City Council wishes to thank you for your service. Because public hearings involve more than two complete terms, and also because resignations do occur, the City Council is always in need of individuals for the Citizens Resource Bank roster. Any special commissions are often formed to study a specific issue. If you live in the City of Laurens and would be interested in serving on a board, commission or committee, please call the City Manager's Office at 633-4922 for more information.

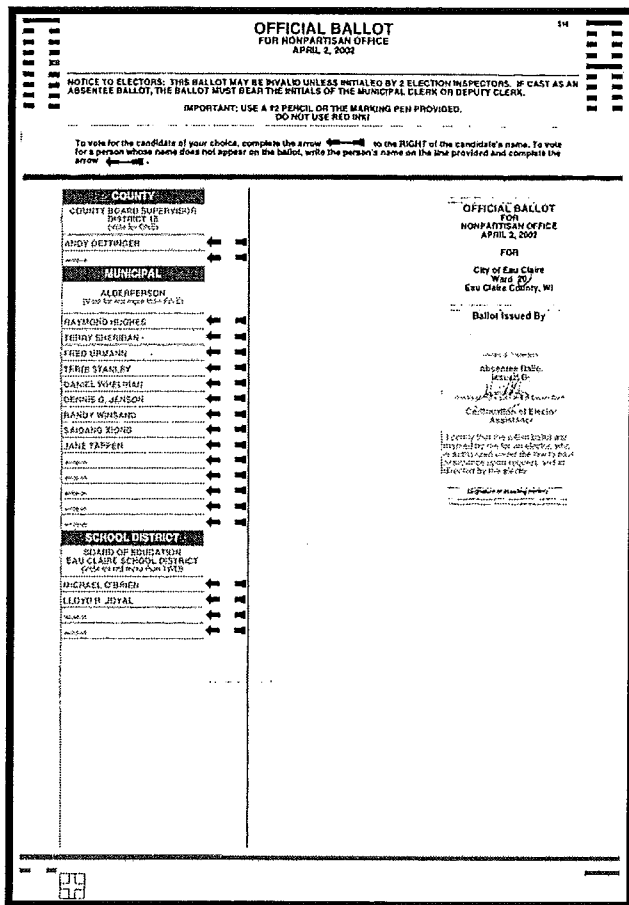
City Board members are listed below. Committee members are listed on the City Council and City Clerk web site on the evening of the meeting.

Board of Commissioners Phil Turner Carol Fox J. Gary Fox James Earl Irving Lee Alvin Pitt	Board of Public Works Steve Lee James Earl Wayne Fox Paul Winkler	Board of Education David Lee Eric Hester G. G. Gentry James Earl Irving Lee Alvin Pitt	Board of Health Phil Turner Carol Fox J. Gary Fox James Earl Irving Lee Alvin Pitt
Board of Economic Development Steve Lee James Earl Wayne Fox Paul Winkler	Board of Parks and Recreation Steve Lee James Earl Wayne Fox Paul Winkler	Board of Planning Steve Lee James Earl Wayne Fox Paul Winkler	Board of Public Safety Steve Lee James Earl Wayne Fox Paul Winkler
Board of Senior Citizens Steve Lee James Earl Wayne Fox Paul Winkler	Board of Youth Services Steve Lee James Earl Wayne Fox Paul Winkler	Board of Cultural Affairs Steve Lee James Earl Wayne Fox Paul Winkler	Board of Historical Affairs Steve Lee James Earl Wayne Fox Paul Winkler

Over 100 residents serve on City Boards, Commissions and Committees. A debt of gratitude is owed to each and every person who has volunteered to serve our community in this capacity over the years. As the City Council and City staff work to address the issues and challenges facing the City, a broad spectrum of citizen involvement is critical.

City Manager's Office (continued)

- ◆ Prepare and distribute notices of all public meetings in compliance with the State of Wisconsin Open Meetings Law
- ◆ Prepare and distribute news releases and news media notifications
- ◆ Prepare *Community News* citizen newsletter and employee newsletter
- ◆ Provide historical and City government information programs and tours for schools



City Clerk's Office

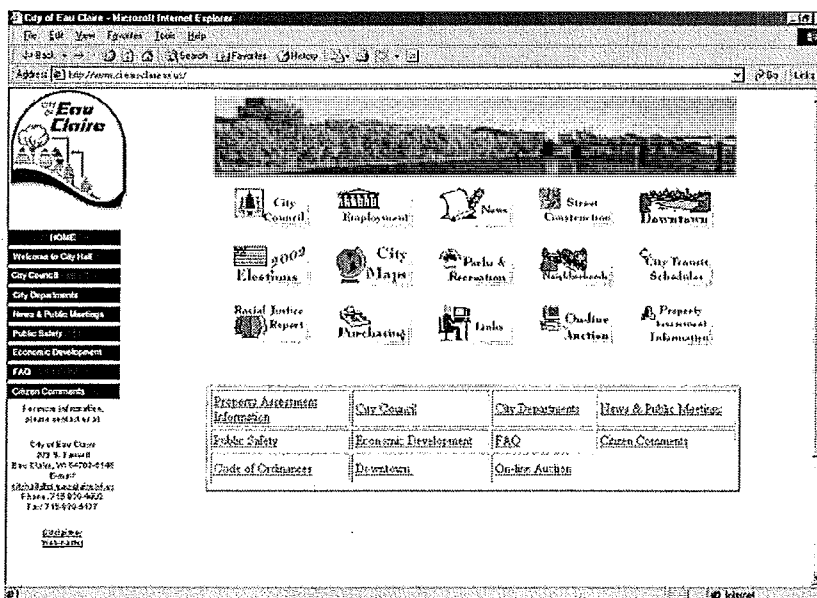
- ◆ Prepare and maintain official minutes for all City Council meetings
- ◆ Supervise municipal elections
- ◆ Maintain repository for all official City records
- ◆ Compile City Council agenda
- ◆ Post and publish all official minutes, agendas, and notices of City Council meetings in accordance with State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

Information Services Operation Highlights

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

Activities

- ◆ Provide Web page administration for the City of Eau Claire Internet Web site and Intranet Web site
- ◆ Provide Personal Computer (PC) network support and direction to all City employees. Examples include: maintain network rights, security, login, backups, etc. Implement solutions to networking needs such as cabling, switching, routing, and file servers
- ◆ Provide electronic evidence seizure assistance and digital forensics analysis of electronic storage devices
- ◆ Provide assistance to departments in all areas of technology. Examples include document imaging, Intranet/Internet E-mail, file/application storage, upgrades to all PC software/hardware and printers
- ◆ Configure, test, and install new computer hardware and software
- ◆ Provide system administration support for Computer-Aided Mapping. This consists of aerial photos, city streets, utilities, and legal land descriptions. The information is used for land use planning, zoning, development, and street and utility maintenance
- ◆ Continue support of mainframe systems

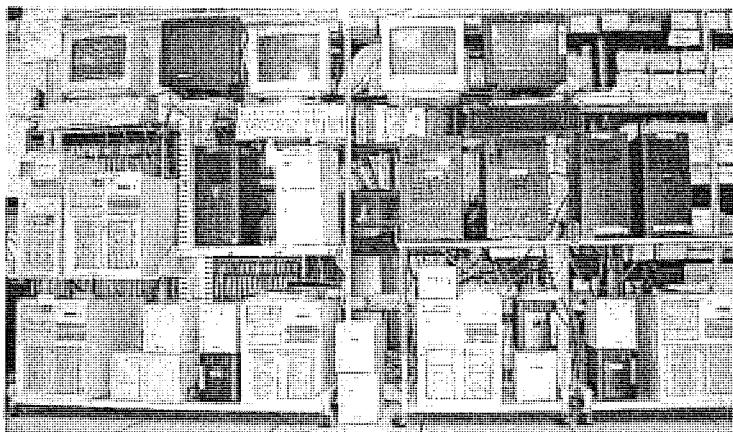


City Web Site

Areas of Employee Assignment

The Information Services Division has 8 employees. An Information Services II position is scheduled to be cut at the end of 2005 as part of the City's budget reduction strategy. Employees are trained to perform the following tasks:

- ◆ Web page design and updates.
- ◆ Network Administration – this consists of upgrading and maintaining the network operating systems, protocols, backup procedures, etc.
- ◆ Desktop Application Administration – this consists of upgrading and maintaining desktop applications such as E-mail, word processing, spreadsheets, databases, and specialized software.
- ◆ Desktop hardware configuration and installation.
- ◆ Technology project improvement management, systems research for RFP's.
- ◆ COBOL program maintenance. COBOL is the computer programming language that the property tax and special assessment systems are written in.



- ◆ Support over 375 users.
 - ◆ Over 285 City employees have Internet access.
 - ◆ 7 miles of network cable to connect PC's to the network inside City buildings.
 - ◆ Buildings are connected over a distance of 5 miles with T-1 and wireless network connections.
 - ◆ Support over 8 miles of fiber network infrastructure.
- ◆ HP 3000 mainframe disk usage: 6,626,886,800 bytes.
 - ◆ HP 3000 mainframe CPU (Central Processing Unit) usage: 1,157,269 CPU seconds per year.

Equipment

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

- ◆ 18 Servers
- ◆ 1 Hewlett Packard 3000 Mainframe Computer
- ◆ 300 Personal Computers
- ◆ 1 AS400
- ◆ 19 Routers
- ◆ 35 Switches (connects file servers, personal computers, and printers together on the network)
- ◆ Over 50 Print Servers
- ◆ 50 Uninterrupted Power Supplies

GOALS

- ◆ Utilize and expand the fiber network that was implemented in 2003 to improve application sharing amongst members of the Chippewa Valley Internetworking Consortium (CINC)
- ◆ 24 x 7 support for mobile data computers and the Public Safety software used by police and fire, implemented in 2003.
- ◆ Improve and expand the WEB based services that allow the City Staff and citizens to communicate.
- ◆ Develop and implement a preventative maintenance program for computer hardware to decrease PC hardware down time.
- ◆ Continuously improve hardware and software tracking for warranty verification, asset tracking, and speed up solutions to system disruptions.
- ◆ Re-establish a three-year replacement schedule for PC's.
- ◆ Create a knowledge base so users will have 24-hour support on how to handle common computer problems.
- ◆ Continue to use standardized desktop software to improve written and electronic communication within the city and between the city and outside agencies.



CITY ATTORNEY

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



*City Attorney
Stephen Nick*

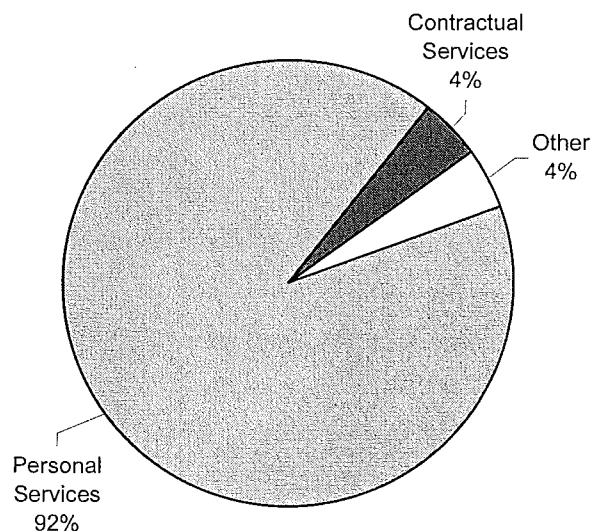
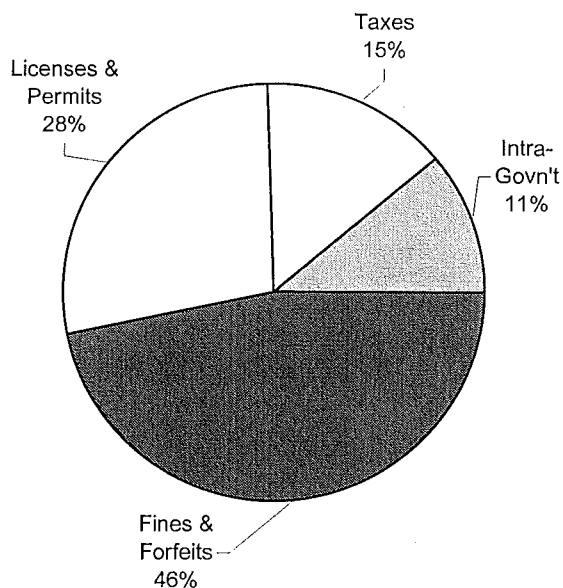
Programs & Services

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

- ◆ Providing legal advice and opinions to the City Manager and staff, City Council and the public including responding to over 5,000 citizen contacts annually.
- ◆ Representing the City in litigation on matters such as annexation, contracts, collections, constitutionality, employee discipline, zoning and many other matters.
- ◆ Drafting legal documents including deeds, leases, contracts and purchase agreements.
- ◆ Drafting legislation and resolutions for the City Council and other City entities.
- ◆ Assisting other departments on development projects and the creation of TIF districts.
- ◆ Prosecuting over 2,000 municipal ordinance violations per year.
- ◆ Cooperating with ECASD, ECPD, and County to operate a successful Truancy Court.
- ◆ Pursuing unpaid personal property taxes, forfeitures, and other collection matters.
- ◆ Assisting Human Resources in labor matters including serving as negotiator with several of the City's unions and unrepresented groups.
- ◆ Reviewing personnel, labor grievance and worker's compensation matters.
- ◆ Updating city staff on changes in the law through the bi-annual "Legal-Telegram".
- ◆ Assisting Community Development and Health Departments with code enforcement.
- ◆ Maintaining and bringing up to date the city code of ordinances.
- ◆ Serving as counsel to the RDA, PFC, the City's various boards and commissions, and providing legal assistance as available to the library, housing authority and DECI.

Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 <u>Adopted Budget</u>	2005 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Licenses & Permits	\$ 124,371	\$ 113,700	\$ 113,800	0%
Fines & Forfeits	190,220	191,500	192,500	1%
Intragovernmental Service	43,028	46,278	46,304	0%
Gen. Purpose (tax) Rev.	<u>(12,105)</u>	<u>34,522</u>	<u>60,096</u>	74%
Total Revenues	<u>\$ 345,513</u>	<u>\$ 386,000</u>	<u>\$ 412,700</u>	7%
Expenditures				
Personal Services	\$ 306,431	\$ 350,000	\$ 376,200	7%
Contractual Services	24,216	18,100	18,300	1%
Utilities	1,078	1,200	1,200	0%
Fixed Charges	1,400	1,400	1,400	0%
Materials & Supplies	<u>12,388</u>	<u>15,300</u>	<u>15,600</u>	2%
Total Expenditures	<u>\$ 345,513</u>	<u>\$ 386,000</u>	<u>\$ 412,700</u>	7%



Expenditures by Division

City Attorney

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 306,431	\$ 350,000	\$ 150,232	\$ 350,000	\$ 376,200
Contractual Services	24,216	18,100	17,753	29,400	18,300
Utilities	1,078	1,200	537	1,200	1,200
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	<u>12,388</u>	<u>15,300</u>	<u>5,652</u>	<u>14,300</u>	<u>15,600</u>
Total Expenditures	<u>\$ 345,513</u>	<u>\$ 386,000</u>	<u>\$ 174,874</u>	<u>\$ 396,300</u>	<u>\$ 412,700</u>

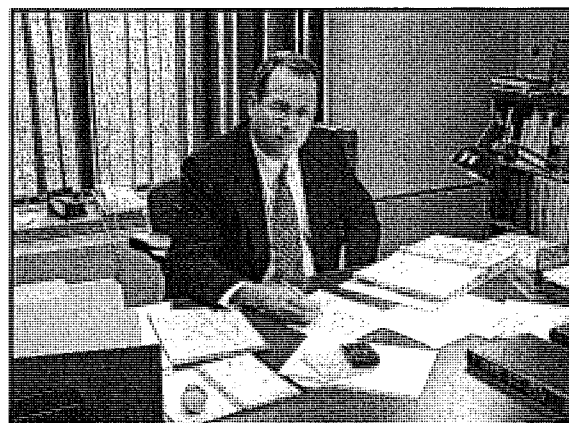
Staffing

City Attorney

	2003	2004	2005
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	4.00	4.00	4.00

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

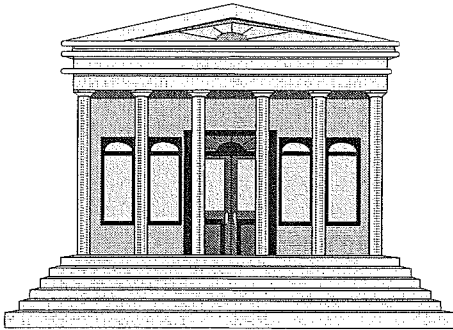
Assistant City Attorney Steve Bohrer



Assistant City Attorney Lucie McGee conducting a pretrial

FINANCE DEPARTMENT

The Finance Department is responsible for administering and implementing the budgetary and financial policies of the City. The Department includes Administration, Assessing and Financial Services Divisions.. Assessing is responsible for maintaining fair and equitable assessments of real and personal property. Financial Services is responsible for generating City utility bills, collecting all payments to the City, administering elections, financial reporting, and accounting services.



The City of Eau Claire Finance Department consists of:

- ◆ Administration
- ◆ Financial Services Division
- ◆ Assessing Division

Programs & Services

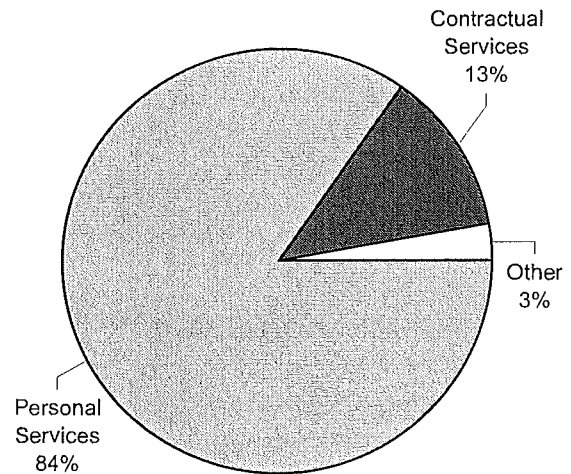
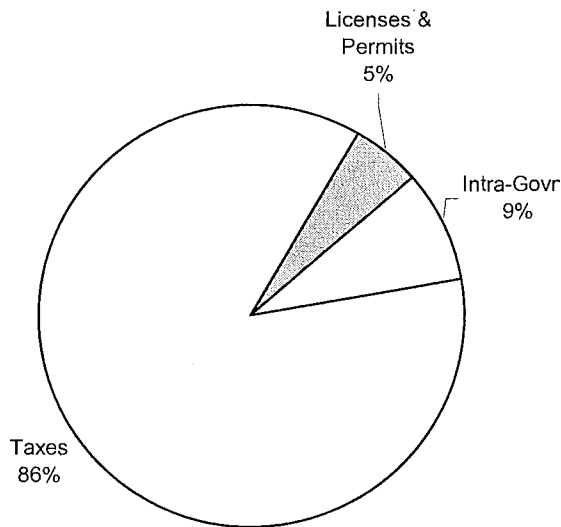
- ◆ Annual operating budget
- ◆ Capital Improvement Plan
- ◆ Annual audit
- ◆ Financial reporting
- ◆ Administer grants & contracts
- ◆ Administer debt service
- ◆ Accounts receivable
- ◆ Accounts payable
- ◆ Payroll
- ◆ Maintain real and personal property records
- ◆ Perform property assessments
- ◆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

	2003 <u>Actual</u>	2004 <u>Adopted Budget</u>	2005 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Licenses & Permits	\$ 128,198	\$ 115,900	\$ 116,400	0%
Intragovernmental Service	216,617	194,646	191,546	-2%
Gen. Purpose (tax) Rev.	<u>1,565,385</u>	<u>1,895,254</u>	<u>1,892,854</u>	0%
Total Revenues	<u>\$ 1,910,200</u>	<u>\$ 2,205,800</u>	<u>\$ 2,200,800</u>	0%
Expenditures				
Personal Services	\$ 1,700,326	\$ 1,871,300	\$ 1,863,400	0%
Contractual Services	159,217	266,000	276,200	4%
Utilities	9,445	9,600	10,200	6%
Fixed Charges	13,400	13,400	13,400	0%
Materials & Supplies	<u>27,812</u>	<u>45,500</u>	<u>37,600</u>	-17%
Total Expenditures	<u>\$ 1,910,200</u>	<u>\$ 2,205,800</u>	<u>\$ 2,200,800</u>	0%



<h1>Budget Overview</h1>

EXPENDITURES

PERSONAL SERVICES

The 2004 Personal Services included \$66,200 in temporary wages to cover the presidential election. Temporary wages in Elections have been reduced in 2005.

CONTRACTUAL SERVICES & MATERIALS AND SUPPLIES

The Accounting and Budget division includes a \$9,200 increase for the new banking contract and \$20,000 has been added to the Assessing budget for computer service charges for the new assessment software. Driver's license suspension costs charged by the State have been transferred from Customer services to the Police Department.

Expenditures by Division

Administration

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 249,249	\$ 250,300	\$ 108,822	\$ 250,300	\$ 256,400
Contractual Services	4,960	7,600	3,991	7,600	7,300
Utilities	1,360	1,100	659	1,100	1,100
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	7,389	6,200	2,088	6,200	6,300
Total Expenditures	\$ 263,958	\$ 266,200	\$ 116,059	\$ 266,200	\$ 272,100

Financial Services - Accounting

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 435,786	\$ 468,200	\$ 193,966	\$ 468,200	\$ 484,600
Contractual Services	46,630	60,100	39,141	60,100	69,200
Utilities	3,031	2,700	1,592	2,700	3,200
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	5,950	12,400	2,803	12,400	11,200
Total Expenditures	\$ 493,197	\$ 545,200	\$ 238,402	\$ 545,200	\$ 570,000

Assessing

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 490,508	\$ 499,200	\$ 195,999	\$ 495,700	\$ 508,500
Contractual Services	6,577	42,900	15,229	42,900	55,500
Utilities	2,306	2,100	1,288	2,100	2,100
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	5,267	13,400	3,841	16,900	6,500
Total Expenditures	\$ 512,458	\$ 565,400	\$ 220,258	\$ 565,400	\$ 580,400

Expenditures by Division

Financial Services - Customer Service

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 524,783	\$ 653,600	\$ 255,011	\$ 653,600	\$ 613,900
Contractual Services	101,050	155,400	78,398	158,400	144,200
Utilities	2,748	3,700	1,440	3,700	3,800
Fixed Charges	2,800	2,800	1,400	2,800	2,800
Materials & Supplies	9,207	13,500	2,689	10,500	13,600
Total Expenditures	<u>\$ 640,587</u>	<u>\$ 829,000</u>	<u>\$ 338,938</u>	<u>\$ 829,000</u>	<u>\$ 778,300</u>

Staffing

Finance Administration

	2003	2004	2005
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>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Financial Services - Accounting

	2003	2004	2005
Manager of Accounting Services	-	-	-
Accounting Supervisor	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 II	1.00	-	-
Accounting Technician	-	3.00	3.00
Account Clerk I	4.50	1.00	1.00
	<u>4.50</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u>9.50</u>	<u>8.00</u>	<u>8.00</u>

Staffing

Financial Services - Customer Service

	2003	2004	2005
Financial Services Manager	1.00	1.00	1.00
Customer Services Manager	-	-	-
Accounting Supervisor	-	-	-
Election Clerk	0.75	0.75	0.75
Accountant I	1.00	1.00	1.00
Account Clerk II	2.25	2.25	2.25
Accounting Technician	-	1.00	1.00
Account Clerk I	4.75	3.75	3.75
	<u> </u>	<u> </u>	<u> </u>
Total FTE Positions	<u>9.75</u>	<u>9.75</u>	<u>9.75</u>

Assessing

	2003	2004	2005
City Assessor	1.00	1.00	1.00
Property Assessor II	4.60	4.60	4.00
Assessing Technician	1.00	1.00	-
Property Assessment Aide	-	-	2.00
	<u> </u>	<u> </u>	<u> </u>
Total FTE Positions	<u>6.60</u>	<u>6.60</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.

Administration Operation Highlights

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

Activities

Program of Services and Capital Improvement Plan

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

Debt Issues

The City's bond issues are sold on a competitive basis in the national market. Prior to the sale, the City obtains bond ratings from Moody's Investor services and Standard and Poors. Analysts from the rating agencies evaluate the City's overall economic condition, demographics, job market, debt structure, management, financial statements and future outlook. Moody's has rated the City Aa2. Standard and Poors has rated the City's general obligation bonds and water and sewer revenue bonds as 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. The City has four open TIF Districts with a combined equalized incremental valuation of \$32.696 million. Annual reports are prepared for each district.

Property Acquisition

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

- ◆ West Side of Forest Street between Madison Street and the City Shops for flood remediation. This project was funded with Federal and State grants.
- ◆ Purchase of 110 acres for the Northwest Community Park.
- ◆ Purchase of 67 acres for the Southeast Community Park.
- ◆ Purchase of the Stokes-Mundt Funeral Chapel for trail right-of-way.
- ◆ Purchase of 34 properties and 7.26 acres of vacant land for flood mitigation.
- ◆ Acquisition of the Xcel Energy Property in the North Barstow Redevelopment District.
- ◆ Acquired, demolished and resold the former Mt. Washington School for redevelopment.
- ◆ Acquired 3.8 acres on Golf Road to incorporate into Fairfax Park
- ◆ Acquired 52 acres south of County Line Road and West of Jeffers Road from Gateway Development for park purposes
- ◆ Acquired a one-acre parcel on Mercury Avenue as a potential site for a future fire station.

Other activities of Finance Administration include:

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

Financial Services Operation Highlights

The Financial Services Division is a combination of the former Customer Services, Elections, and Accounting Divisions. This division provides a variety of accounting and financial services for citizens, City Council and other City departments, including preparation and distribution of the annual financial audit, operating budgets, and other financial reports. Other activities include:

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

Activities

Accounts Payable

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



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

Accounts Receivable

The City sends invoices for a wide range of services, including ambulance service, delinquent personal property tax, intergovernmental agreements and inter-departmental charges. City staff process approximately 2,000 invoices totaling about \$4 million each year. Billing for ambulance services is contracted to a private company, which works under the direction of the Accounts Receivable clerk. Ambulance revenue is projected at \$900,000 in 2005.

Budget Management

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

Cash and Investment Management

Cash and investments are managed on a daily basis to assure that sufficient funds are on hand to meet the obligations of the City. Current cash requirements are projected by anticipating revenues from taxes, grants, investment fees and services, and payments for payroll, debt, construction and operations. Cash 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.

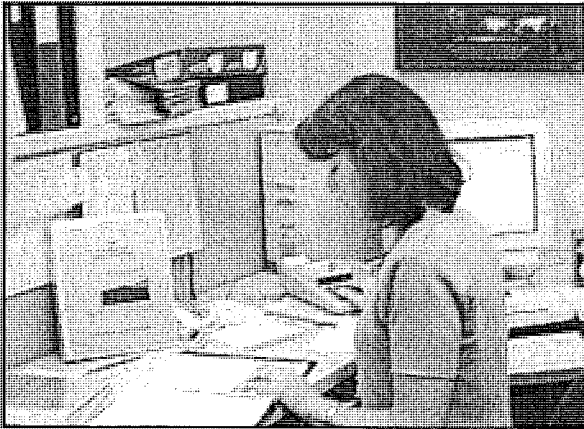
Chart of Accounts and General Ledger Maintenance

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 annually. The general ledger and subsidiary revenue and expense ledgers utilize nearly 6,000 accounts to track and record all financial transactions, including budgets, receipts and payments.

All transactions posted to the City's financial system are reviewed and reconciled prior to the annual audit. The audit is conducted by an independent CPA firm, in cooperation with the Financial Services 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 almost 50 issues with an outstanding balance of \$72 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 are projected to total nearly \$9 million in 2005, 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 Marohl 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 \$5,000. A record is created when the asset is purchased, constructed or donated, complete with all supporting documentation. Physical inventories are taken annually to maintain accurate records and assure proper care and utilization of the property. Asset records are maintained for the life of the asset.

At the end of 2002, approximately \$42 million of assets were recorded. At the end of 2003, almost \$234,000 of assets were on the books. This significant increase is a direct result of accounting changes required by GASB Statement No. 34. GASB is a private sector organization formed in 1984 to establish financial accounting and reporting standards for state and local governments. Statement No. 34 was developed to make financial reports easier to understand and more useful for oversight bodies, investors and citizens. Governments now need to report all capital and infrastructure assets, such as roads, bridges, storm sewers, etc., in the government-wide financial statements. In most instances, these assets are required to be depreciated, however, an alternative is to employ an asset management system and document that assets are being preserved at or above a certain level. The City's Accounting staff is putting a significant effort towards implementing GASB 34 and its reporting requirements.

Payroll Administration

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

Property Tax Settlement and Reporting

The property tax process begins mid-year with the preparation of the annual budgets and ends the following August with the final distribution of taxes collected. After passage of the budget by Council in November, the tax rates are calculated for the City and eleven other taxing jurisdictions, including counties, schools and TIF districts. Special assessments and other charges are also added. The tax bills are distributed in December and collections continue through July 31 of the following year. In December, the 'Statement of Taxes' is filed with the State. Tax settlements are made to other taxing jurisdictions in January, February, April and August. In 2003, the total tax collections within the City were approximately \$77 million.

Records Management

The various processes in the Accounting Division create many paper and electronic records that, by State Records Law, must be retained for 3, 7, 17 years or for life. Wherever possible, records are stored on microfiche or CD-ROM. Paper records are boxed by year and subject and include a disposal date.

Travel Policy Administration

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

Grant Reporting

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

Treasury

The Treasury office provides a central location for the collection of water, sewer, and storm water bills, tenant rents on behalf of the Housing Division, business licenses, and other City payments including the processing of ACH deposits. This office also issues licenses and permits for the City and Health Department.



Business License

STATE OF WISCONSIN NON-TRANSFERABLE		CITY OF EAU CLAIRE LICENSE		THIS LICENSE MUST BE POSTED IN A CONSPICUOUS PLACE		
Taxpayers	License Type	Number	Effective	Expires	Fee	
NORTHWOODS BREW PUB & GRILL 3560 OAKWOOD MALL DR EAU CLAIRE, WI 54701	CIGARETTE	221	7/01/2000	6/30/2001	100.00	
	CITY OF EC RESTAURANT	451	7/01/2000	6/30/2001	69.00	
	CLASS A GARARET	63	7/01/2000	6/30/2001	150.00	
	COMBINATION CLASS B	163	7/01/2000	6/30/2001	550.00	
	HLTH REST-D > 1,000,000	57	7/01/2000	6/30/2001	110.00	
	WHOLESALE BEER	10	7/01/1989	6/30/2001	25.00	
NORTHWOODS BREWING CORP LLO 3560 OAKWOOD MALL DR EAU CLAIRE WI 54701		Total Paid: 1,215.00				

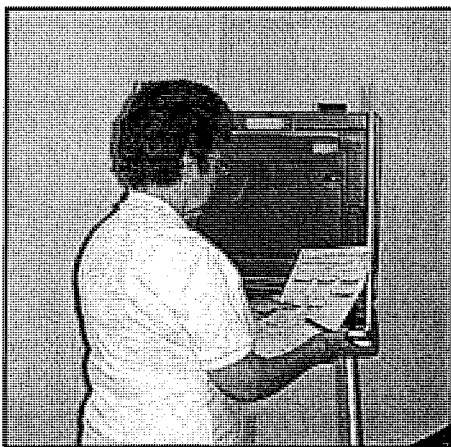
Donna A. Prustel
Donna A. Prustel, City Clerk

Elections

The City Elections Office is part of the Financial Services Division. The Elections staff is responsible for the administration of all elections that take place within the City. There are 39 wards located at 19 different polling places throughout the City of Eau Claire. Approximately 250 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 200-250 poll workers will assist over 32,000 voters. On Election Day, election officials start work at 6:00 a.m. and finish about 9:30 p.m.



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



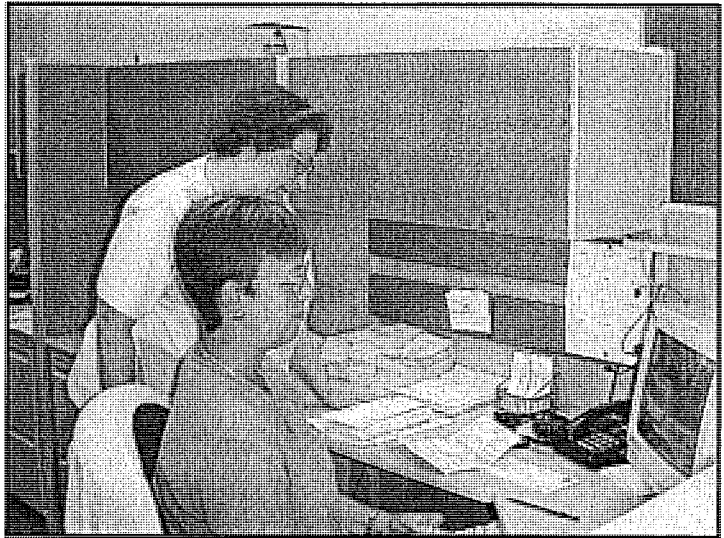
A citizen votes by absentee ballot at City Hall prior to the election

Preparation for an election includes:

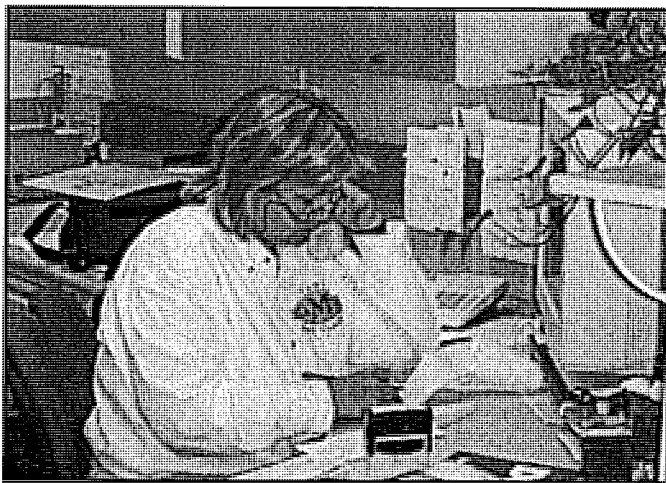
- ◆ Preparing ballot information
- ◆ Training, scheduling and supervising election officials
- ◆ Registering new voters, updating the voter registration list
- ◆ Providing election information and identifying voting and aldermanic districts
- ◆ Administering the absentee ballot system
- ◆ Accumulating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

Utility Billing and Accounting

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



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



Darlene Prissel prepares a monthly billing cycle for the utilities

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

Statistics	Property Valuations	
	<u>2004 Budget</u>	<u>2005 Budget (estimated)</u>
Residential Assessment	\$1,935,277,450	\$2,250,779,100
Commercial Assessment	939,329,400	1,095,829,400
Manufacturing Assessment	121,310,500	128,756,400
Agricultural Assessment	<u>1,387,700</u>	<u>2,710,400</u>
Total	\$2,997,305,050	\$3,478,075,300
Personal Property – City	\$113,636,500	\$117,961,600
Personal Property – Manufacturing	<u>17,588,100</u>	<u>17,266,800</u>
Total	\$131,224,600	\$135,228,400
Total value of property on tax roll	<u>\$3,128,529,650</u>	<u>\$3,613,303,700</u>
Total properties assessed		
Real Estate	21,101	22,492
Personal Property	2,170	2,178

Activities

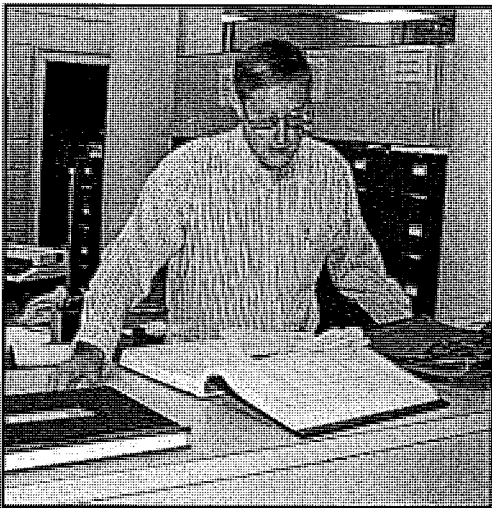
Annual Assessment: Real & Personal Property

The Assessing division is responsible for the annual assessment of approximately 22,500 parcels of real estate, 2,200 personal property accounts, and 600 mobile homes. These annual assessments provide the basis for the distribution of the tax levy to individual properties. Lending institutions, appraisers, realtors and insurance brokers also refer to the property assessment records.

Triennial Reassessment

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

Other activities of the Assessing Division include:



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

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

HUMAN RESOURCES

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

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

- ◆ Personnel Administration
- ◆ Purchasing

Programs & Services

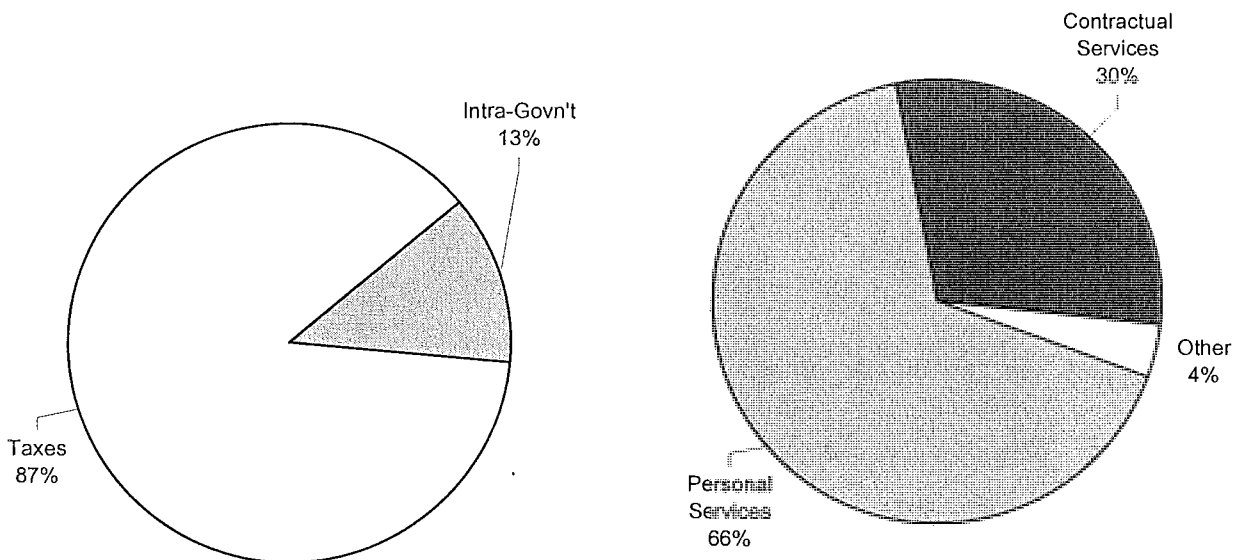
- ◆ Recruitment and pre-employment testing
- ◆ Labor Relations
- ◆ Administration of employee benefits and pay
- ◆ Purchasing and procurement



Benefit assistance

Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 Adopted <u>Budget</u>	2005 Proposed <u>Budget</u>	<u>% Change</u>
Revenues				
Intragovernmental Service	\$ 82,675	\$ 87,164	\$ 88,210	1%
Gen. Purpose (tax) Rev.	539,013	564,236	609,790	8%
Total Revenues	\$ 621,688	\$ 651,400	\$ 698,000	7%
Expenditures				
Personal Services	\$ 414,429	\$ 445,300	\$ 464,000	4%
Contractual Services	183,128	179,400	206,900	15%
Utilities	4,279	3,200	3,200	0%
Fixed Charges	2,200	2,200	2,200	0%
Materials & Supplies	17,652	21,300	21,700	2%
Total Expenditures	\$ 621,688	\$ 651,400	\$ 698,000	7%



Budget Overview

EXPENDITURES**CONTRACTUAL SERVICES**

City Council approved an amendment to the 2004 Human Resources budget and added \$40,000 to Contractual Services to hire legal counsel for labor negotiations. In 2005 the budget for contract labor negotiations has been reduced to \$25,000.

Expenditures by Division

Personnel Administration

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 277,265	\$ 307,400	\$ 127,185	\$ 307,400	\$ 322,800
Contractual Services	147,370	134,800	72,647	178,500	161,500
Utilities	2,958	1,700	1,431	1,700	1,700
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	8,269	9,800	2,993	9,800	10,000
Total Expenditures	<u>\$ 437,261</u>	<u>\$ 455,100</u>	<u>\$ 204,955</u>	<u>\$ 498,800</u>	<u>\$ 497,400</u>

Purchasing

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 137,164	\$ 137,900	\$ 56,420	\$ 137,900	\$ 141,200
Contractual Services	35,758	44,600	9,949	44,600	45,400
Utilities	1,321	1,500	661	1,500	1,500
Fixed Charges	800	800	400	800	800
Materials & Supplies	9,383	11,500	(3,712)	11,500	11,700
Total Expenditures	<u>\$ 184,426</u>	<u>\$ 196,300</u>	<u>\$ 63,719</u>	<u>\$ 196,300</u>	<u>\$ 200,600</u>

Staffing

Personnel Administration

	2003	2004	2005
Director of Human Resources/Risk Manager	1.00	1.00	1.00
Assistant to Director of Human Resources	1.00	1.00	1.00
Human Resources Secretary	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00
Benefit Specialist	1.00	1.00	1.00
	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Total FTE Positions	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

Purchasing

	2003	2004	2005
Purchasing Manager	1.00	-	-
Buyer	1.00	1.00	1.00
Purchasing Technician	1.00	1.00	1.00
Mail and Duplicating Clerk	0.50	0.50	0.50
	<u>3.50</u>	<u>2.50</u>	<u>2.50</u>
Total FTE Positions	<u>3.50</u>	<u>2.50</u>	<u>2.50</u>

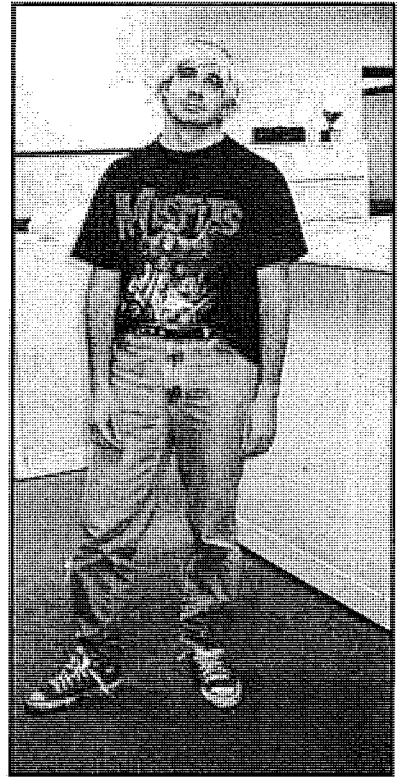
Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Cross-divisional charges include:

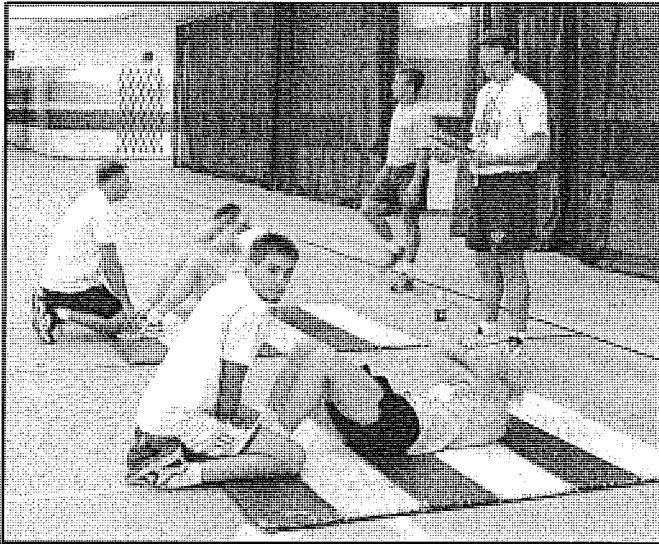
- 50% of Director of Human Resources/Risk Manager's position is charged to Risk Management.

Personnel Administration Operation Highlights

- ◆ Provide administrative support for the Police and Fire Commission and Affirmative Action Committee
- ◆ Process over 2,500 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 major projects annually for all funds total cost is in the excess of \$30 million
- ◆ Procurement for Capital Improvement Program at an average of \$15 million annually
- ◆ Process 2,500 purchase orders annually
- ◆ Administer annual auction of excess equipment

Mail and Duplicating

- ◆ Provide postal and shipping services
- ◆ Process 130,000 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

COMMUNITY DEVELOPMENT

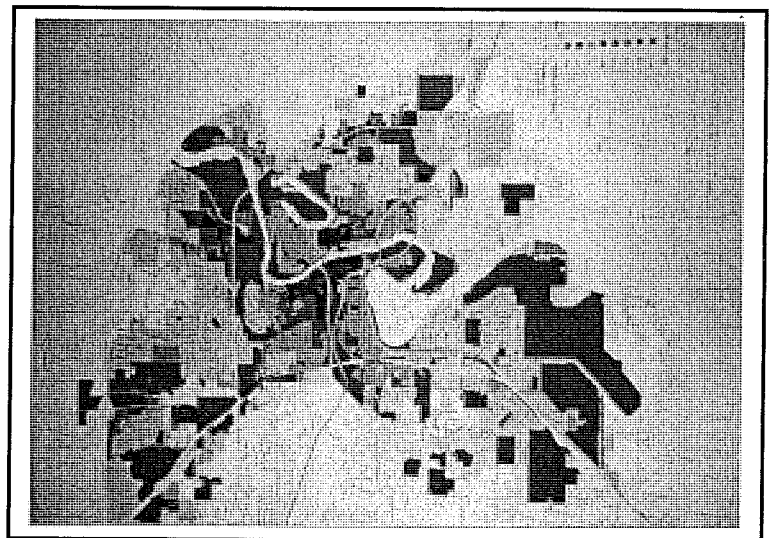
The Planning and Inspections Divisions are part of the Community Development Department and are located in City Hall, 203 S. Farwell Street. The Planning Division is responsible for community and neighborhood planning, zoning, development review, historic preservation, and annexations. The Inspections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

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

- ◆ Planning
- ◆ Inspections

Programs & Services

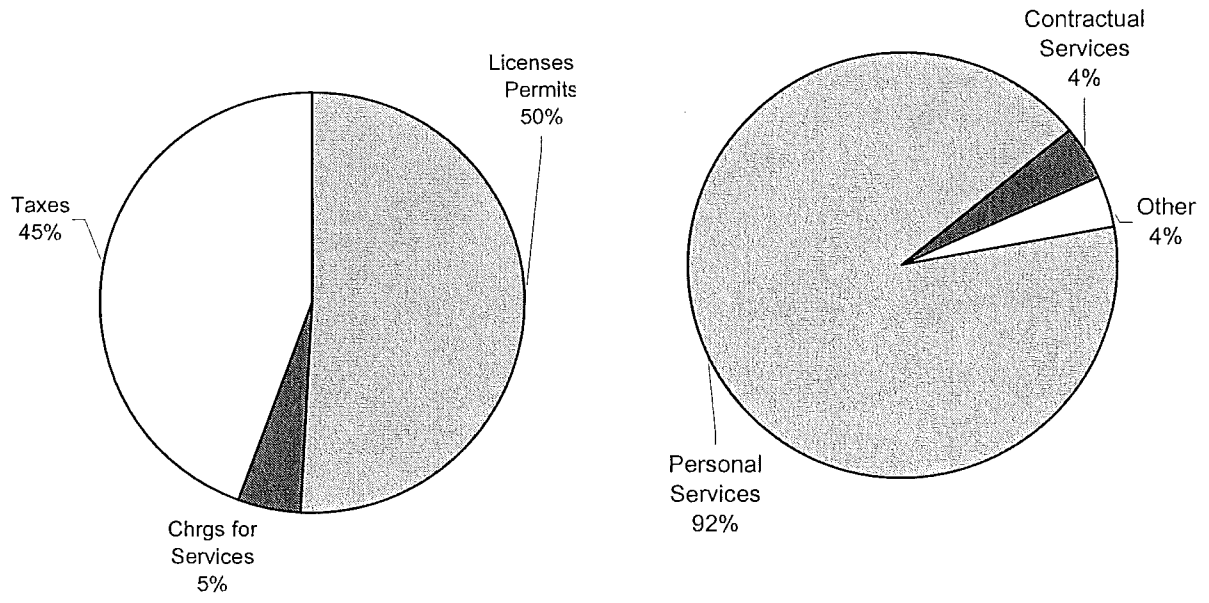
- ◆ Comprehensive Planning
- ◆ Development Codes
- ◆ Development Review
- ◆ Inspections
 - Building
 - Plumbing
 - Electrical
 - Heating
 - Signs
 - Zoning Ordinance
 - Others
- ◆ Code Enforcement
- ◆ Board and Associations
 - Staff Support



Comprehensive Plan map

Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 <u>Adopted Budget</u>	2005 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Licenses & Permits	\$ 576,886	\$ 607,900	\$ 590,300	-3%
Charges for Services	28,569	28,700	55,500	93%
Gen. Purpose (tax) Rev.	468,621	482,700	518,600	7%
Total Revenues	\$ 1,074,076	\$ 1,119,300	\$ 1,164,400	4%
Expenditures				
Personal Services	\$ 1,003,729	\$ 1,029,900	\$ 1,072,000	4%
Contractual Services	29,505	43,800	46,300	6%
Utilities	6,535	6,100	6,200	2%
Fixed Charges	12,680	12,900	12,900	0%
Materials & Supplies	21,627	26,600	27,000	2%
Total Expenditures	\$ 1,074,076	\$ 1,119,300	\$ 1,164,400	4%



Budget Overview

REVENUES

CHARGES FOR SERVICES

A charge for testing weights and measures will be initiated in 2005. Estimated revenue is \$22,000.

EXPENDITURES

CONTRACTUAL SERVICES

The Wisconsin Department of Agriculture, Trade and Consumer Protection increased its charges to the City for Weights and Measures. The 2004 budget included a \$4,600 increase; the 2005 budget includes an additional \$1,600 for testing. This expenditure for Weights and Measures testing will be offset by \$22,000 generated by the initiation of charges to the user.

Expenditures by Division

Planning

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 438,650	\$ 438,900	\$ 187,277	\$ 438,900	\$ 457,800
Contractual Services	10,718	11,700	6,965	11,700	12,000
Utilities	2,679	1,900	1,262	1,900	1,900
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	13,656	16,200	4,134	16,200	16,400
Total Expenditures	\$ 467,303	\$ 470,300	\$ 200,438	\$ 470,300	\$ 489,700

Inspections

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 565,079	\$ 591,000	\$ 244,900	\$ 591,000	\$ 614,200
Contractual Services	18,786	32,100	24,571	32,100	34,300
Utilities	3,856	4,200	1,846	4,200	4,300
Fixed Charges	11,080	11,300	5,555	11,300	11,300
Materials & Supplies	7,971	10,400	3,868	10,400	10,600
Total Expenditures	\$ 606,773	\$ 649,000	\$ 280,740	\$ 649,000	\$ 674,700

Staffing

Planning Administration

	2003	2004	2005
Director of Comm Dev/Asst. City Manager	1.00	1.00	1.00
Neighborhood Planner	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
	<u>6.00</u>	<u>5.00</u>	<u>5.00</u>
Total FTE Positions	<u>6.00</u>	<u>5.00</u>	<u>5.00</u>

Inspections

	2003	2004	2005
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
	<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.

Planning Operation Highlights

Boards and Associations

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

◆ City Boards and Commissions

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

◆ Neighborhood Associations

- | | |
|-----------------------------------|--------------------------------|
| ▪ Airport Neighborhood | ▪ Buffington Neighborhood |
| ▪ East Hamilton Neighborhood | ▪ East Hill Neighborhood |
| ▪ Historic Randall Park | ▪ Mt. Washington Neighborhood |
| ▪ North River Fronts Neighborhood | ▪ North Side Hill Neighborhood |
| ▪ Old Wells Road Neighborhood | ▪ Otter Creek Neighborhood |
| ▪ Runway Avenue Neighborhood | ▪ Third Ward Neighborhood |
| ▪ Upper Westside Neighborhood | ▪ Westridge Neighborhood |
| ▪ West Riverside Neighborhood | |

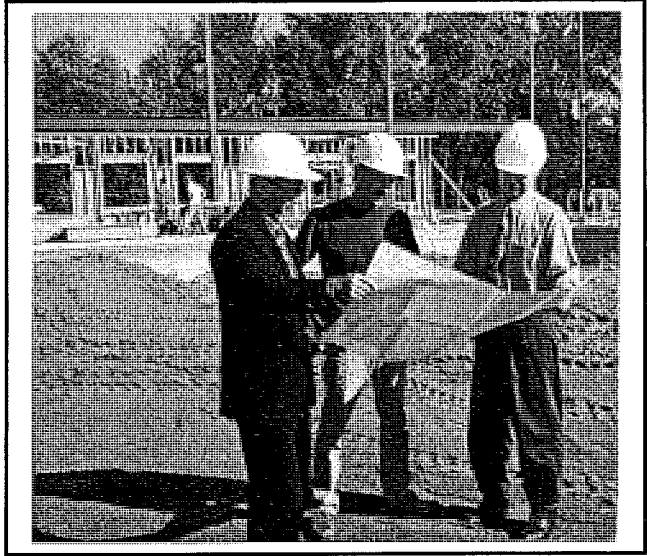
◆ Business Associations

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

Activities

Statutes and Codes

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



Development review

Services

- ◆ Provide development review assistance to developers, applicants, and interested citizens.
- ◆ Provide written review reports to city boards and commissions on over 200 formal applications annually.
- ◆ Prepare ordinance revisions for development related codes.

- ◆ Prepare and update community and neighborhood plans, including:
 - Comprehensive Plan
 - Downtown Plan
 - Parks and Waterways Plan
 - Carson Park Plan
 - Historic Preservation Plan
 - West Side Neighborhood Plan
 - North River Fronts Neighborhood Plan
 - North Side Hill Neighborhood Plan
 - Water Street Commercial District Plan
 - Third Ward Neighborhood Plan
- ◆ Provide assistance and information to citizens concerning development proposals, protest petitions, and community planning.
- ◆ Issue over 4,000 permits and conduct over 14,000 inspections annually.
- ◆ Complete over 800 inspections annually on municipal ordinance violations.
- ◆ Prepare the annual Development Map and Report and permit/fee summary report.
- ◆ Respond to 20,000 citizen requests for information annually.

Development Review Activity						
	Total	Rezoning	Conditional Use	Site Plan	Appeal	Plats
2004 (June)	62	12	16	26	3	5
2003	168	58	36	58	4	12
2002	161	34	32	66	9	20
2001	154	33	39	58	14	10
2000	186	38	49	65	18	16
1999	173	42	26	70	23	12
1998	207	43	49	82	27	8
1997	188	39	53	68	19	9
1996	179	43	32	69	28	7
1995	190	37	47	62	31	13
1994	175	38	46	66	20	5
1993	149	29	32	60	21	7
1992	127	24	31	48	21	3
1991	129	19	37	34	34	5
1990	151	46	41	32	30	2

Inspections Operation Highlights

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

Permits Issued							
	Total Permits	Building	Electrical	Plumbing	Heating	Others	Est. Insp.
2004 (as of 7/31)	2,621	836	523	544	673	45	7,863
2003	4,708	1,510	981	950	1,134	133	14,124
2002	4,346	1,340	920	840	1,051	190	13,038
2001	4,774	1,443	1,014	1,014	1,102	201	14,322
2000	5,012	1,479	1,207	964	1,155	207	14,700
1999	4,591	1,431	991	834	1,157	174	14,000
1998	4,796	1,516	1,062	888	1,117	213	14,388
1997	4,607	1,441	944	891	1,111	272	13,821
1996	4,491	1,472	953	790	1,064	212	13,473
1995	4,427	1,321	924	820	1,144	218	13,281
1994	4,216	1,341	860	732	1,092	191	12,648
1993	4,065	1,121	862	833	1,080	169	12,195
1992	3,702	996	809	749	965	183	11,106

Revenues

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

2004 (as of 7/31)	\$333,350	1997	\$366,513
2003	\$592,388	1996	\$366,658
2002	\$562,247	1995	\$435,638
2001	\$425,608	1994	\$381,963
2000	\$485,541	1993	\$291,333
1999	\$397,439	1992	\$259,471
1998	\$438,467	1991	\$213,529

PUBLIC WORKS

Programs & Services

Administration

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

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

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

Engineering

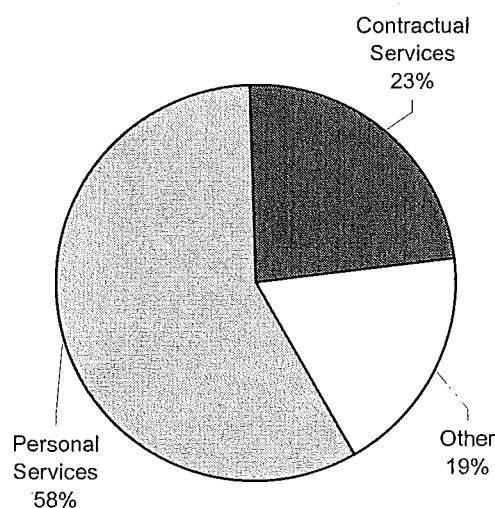
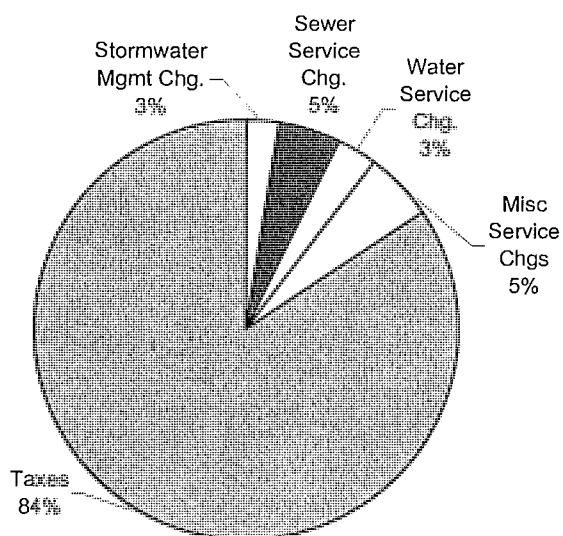
- ◆ Plan, design, inspect, and administer construction projects performed by and for the City.
- ◆ Record, compute, and coordinate the special assessment program.
- ◆ Update and maintain maps and records using the geographic information and computer mapping system.
- ◆ Provide planning assistance for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

Operations

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

Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 Adopted <u>Budget</u>	2005 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Stormwater Mgmt Chg.	\$ 185,445	\$ 216,216	\$ 202,664	-6%
Sewer Service Chg.	330,592	336,888	351,576	4%
Water Service Chg.	215,914	219,996	234,738	7%
Transit Admin. Chg.	12,071	12,300	11,910	-3%
Other Service Chg.	7,396	65,040	62,520	-4%
Miscellaneous Charges	24,567	16,000	340,200	2026%
Gen. Purpose (tax) Rev.	<u>6,367,216</u>	<u>6,486,460</u>	<u>6,538,292</u>	1%
Total Revenues	\$ <u>7,143,201</u>	\$ <u>7,352,900</u>	\$ <u>7,741,900</u>	5%
Expenditures				
Personal Services	\$ 4,146,475	\$ 4,259,200	\$ 4,481,700	5%
Contractual Services	1,791,221	1,671,000	1,809,300	8%
Utilities	713,963	758,000	773,200	2%
Fixed Charges	47,903	114,100	114,100	0%
Materials & Supplies	<u>443,640</u>	<u>550,600</u>	<u>563,600</u>	2%
Total Expenditures	\$ <u>7,143,201</u>	\$ <u>7,352,900</u>	\$ <u>7,741,900</u>	5%



Budget Overview

REVENUES

MISCELLANEOUS CHARGES

The miscellaneous revenue increase represents \$125,000 in State Aid maintenance of Highway 53 and \$201,200 transfer from the Stormwater Utility for street sweeping costs.

EXPENDITURES

CONTRACTUAL SERVICES

The contractual services section of the Public Works Operations budget includes the annual seal coat program. Approximately 15 miles of streets will be seal coated in 2005 to extend the life of the asphalt pavement. The budget includes contractual services to replace catch basins, manholes, curb, gutter and sidewalk.

UTILITIES

The Public Works utility budget appropriates funding for the following areas. The first consists of the expenses to support the City's facilities including electricity, gas, telephone, water, sewer and garbage, budgeted in total at \$167,300. The second application is for tipping fees of \$108,200 for the City's street cleaning debris. The third application is electricity in the amount of \$34,000 for traffic signals. The final major expense is \$463,700 for electricity for the City's streetlights.

MATERIALS AND SUPPLIES

The major expenses in this category include sign materials totaling \$58,300, sand, salt and calcium chloride for snow and ice control totaling \$223,000 and bituminous material for street maintenance totaling \$112,000.

Expenditures by Division

Administration

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 269,972	\$ 191,100	\$ 109,010	\$ 268,400	\$ 195,200
Contractual Services	15,287	19,700	10,117	19,700	19,400
Utilities	3,998	3,600	2,154	3,600	3,700
Fixed Charges	1,100	1,100	550	1,100	1,100
Materials & Supplies	3,843	5,800	1,358	5,800	5,800
Total Expenditures	\$ 294,200	\$ 221,300	\$ 123,189	\$ 298,600	\$ 225,200

Engineering

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 1,272,650	\$ 1,346,600	\$ 527,511	\$ 1,346,600	\$ 1,402,300
Contractual Services	242,604	108,900	75,647	155,300	111,200
Utilities	5,796	5,600	2,900	5,600	5,700
Fixed Charges	19,400	19,400	9,700	19,400	19,400
Materials & Supplies	51,145	38,700	16,824	42,500	42,100
Total Expenditures	\$ 1,591,595	\$ 1,519,200	\$ 632,583	\$ 1,569,400	\$ 1,580,700

Operations

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 2,603,853	\$ 2,721,500	\$ 1,302,709	\$ 2,807,600	\$ 2,884,200
Contractual Services	1,533,330	1,542,400	536,186	1,687,800	1,678,700
Utilities	704,169	748,800	292,493	749,400	763,800
Fixed Charges	27,403	93,600	15,033	93,600	93,600
Materials & Supplies	388,651	506,100	148,031	535,100	515,700
Total Expenditures	\$ 5,257,406	\$ 5,612,400	\$ 2,294,452	\$ 5,873,500	\$ 5,936,000

Staffing

Administration

	2003	2004	2005
Public Works Director	1.00	1.00	1.00
Assistant to Director of Public Works	1.00	-	-
Public Works Secretary	1.00	1.00	1.00
Clerk II	1.00	-	-
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>4.00</u>	<u>2.00</u>	<u>2.00</u>

Engineering

	2003	2004	2005
Deputy Director of Drainage & Development	1.00	1.00	1.00
Deputy Director of Engineering	-	1.00	1.00
Project Engineer	2.00	1.00	1.00
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	1.00	1.00
Senior Technician - CADD	1.00	1.00	1.00
Engineering Technician/Administrative	1.00	1.00	1.00
Engineering Technician I	1.00	1.00	1.00
Clerk III	1.00	1.00	1.00
Engineering Aide II	1.00	1.00	1.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>16.00</u>	<u>15.00</u>	<u>15.00</u>

Staffing

Operations

	2003	2004	2005
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	-	-
Supervisor	3.00	3.00	3.00
Building Services Supervisor	1.00	1.00	1.00
Clerk III	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	2.00	2.00
Skilled Worker / Sign Shop	2.00	2.00	2.00
Skilled Worker / Sign Shop Painter	1.00	1.00	1.00
Custodian	8.00	7.00	7.00
Tandem Operator	4.00	4.00	4.00
Light Equipment Operator	12.00	10.00	9.00
Total FTE Positions	<u>51.00</u>	<u>46.00</u>	<u>45.00</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 a Clerk III position assigned to Transit is charged to Public Works Operations.
- 2.5 custodians are charged out to the Library and one to Central Maintenance.

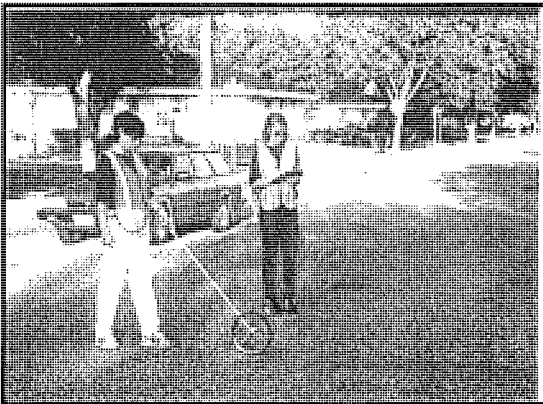
Engineering Division Operation Highlights

Primary Services

- ◆ 40 Projects designed, administered, monitored in 2004
- ◆ 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)
-1/2 Streets inspected each year
- ◆ Development Agreements
- ◆ Site Plan Review
- ◆ Coordinate & Monitor Flood Protection
- ◆ Certified Survey Maps

Facilities

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

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



Survey Crew with Geodimeter

Public Works Operations Highlights

Buildings & Grounds

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



*Custodian
mowing grass*



*Central Maintenance
Facility*

Facilities

City Hall

(203 S. Farwell Street)

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

L.E. Phillips Library

(400 Eau Claire Street)

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

Parks & Recreation Community Center

(1300 First Avenue)

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

Central Maintenance Facility

(910 Forest Street)

Parks & Forestry Maintenance Building

(1040 Forest Street)

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

Parking Lots and Ramps

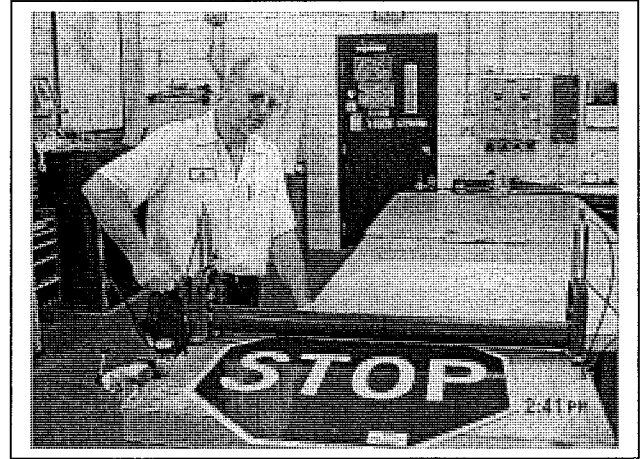
- ◆ 11 Lots
- ◆ 2 Ramps

Public Works Operations Highlights

Street Maintenance Base of Operations

Central Maintenance Facility (910 Forest Street)

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



Sign shop

Traffic & Street Lighting Facilities

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

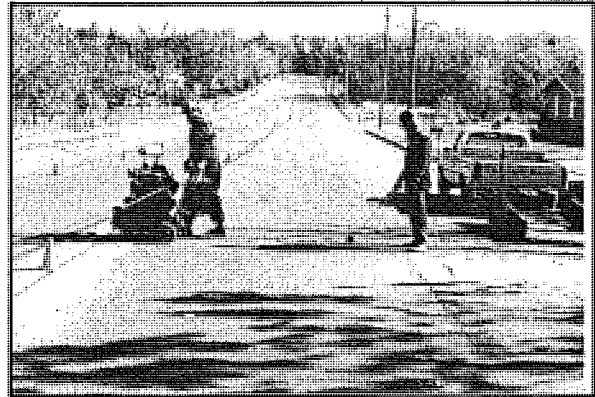
Activities

Seal Coating

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

Crack Sealing

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



Crack Routing for Crack Sealing Program

Street Sweeping

- ◆ Spring clean-up of sand and debris from winter maintenance operations
- ◆ 2 Full cycles in spring
- ◆ Multiple shifts employed
- ◆ 2 Mechanical sweepers and 3 vacuum sweepers used
- ◆ Fall sweeping - 1 full cycle
- ◆ 10,000 cu. yd. waste annually



Street Sweeper



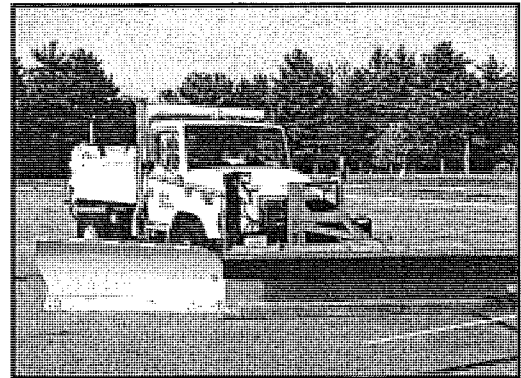
Patching Crew

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 Ice Control routes - 71 miles
- ◆ Ice control begins with first evidence of slippery conditions
- ◆ 16 Primary plow routes - 74 miles
 - Arterial streets
 - Hills and collector streets
 - Continuous until snow stops
- ◆ 29 Residential plow areas - 252 miles
 - Higher use streets plowed first
 - Two areas in each route, alternate starting location
 - Over 45 pieces of equipment used
- ◆ Haul snow from commercial areas and neighborhoods where sidewalk is directly adjacent to back of curb
- ◆ Remove snow from 17 bridges and overpasses
- ◆ Administer snow clearance from sidewalk ordinance
- ◆ Remove snow from designated public sidewalk and step locations



Snow plow with wing

Weed Control & Turf Maintenance

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



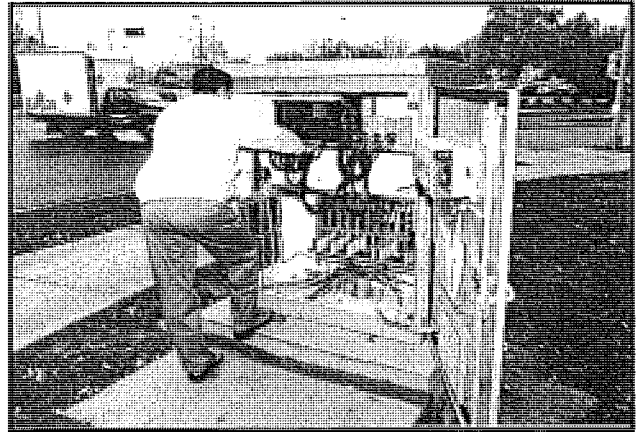
Mowing grass

Off-Street Maintenance

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

Street Lighting

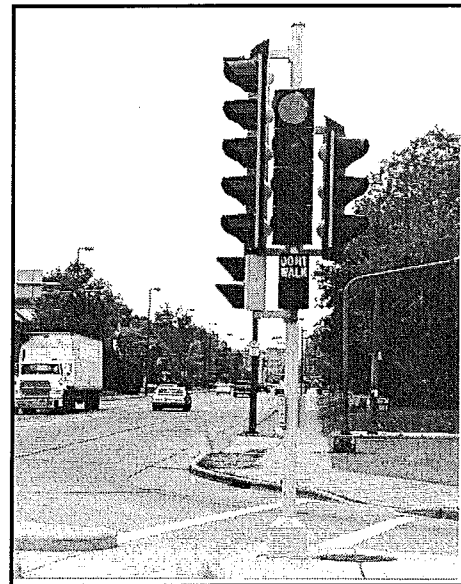
- ◆ 2,660 Street lights leased from NSP at \$25 per year plus electricity
- ◆ Residential lighting at intersections and 500 foot spacing
- ◆ 257 Decorative light poles
 - Downtown (City Center)
 - Water Street
 - Grand Avenue/First Avenue
 - Fifth Avenue/Bellinger Street
 - State Street
 - First Avenue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



Traffic Engineer Programming Controller

Traffic Signals

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



Traffic Signals at Farwell St. & Washington St.

Pavement Markings & Signs

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

Crosswalk Painting



PARKS AND RECREATION

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

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

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

Programs & Services

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

The Recreation Division is responsible for providing a well-rounded, comprehensive offering of recreation programs for children, adults and families, as well as operating Recreational Facilities such as Hobbs Ice Center and Fairfax Pool.

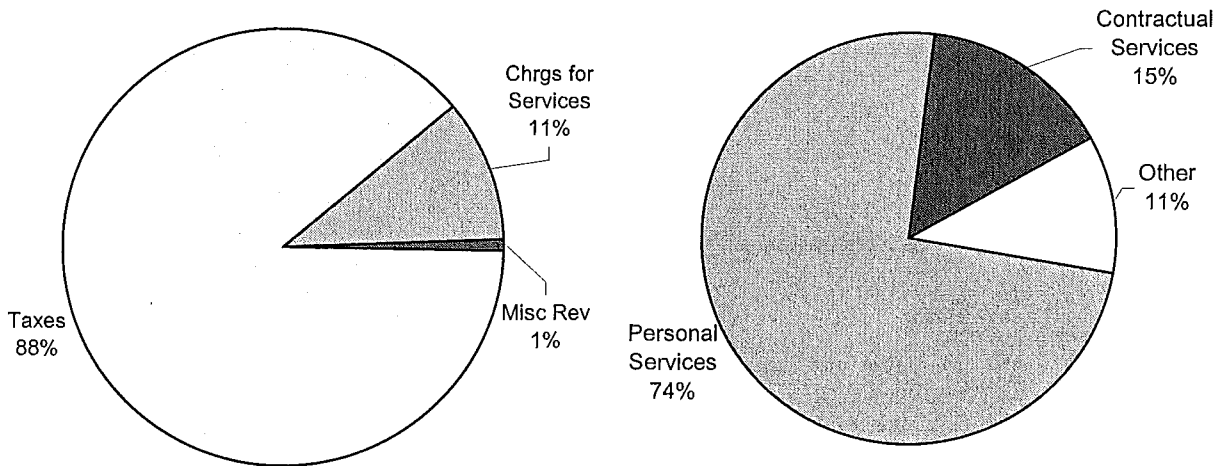
The Forestry Division is responsible for the upkeep of the urban forest. This includes all the trees in the City. However, the Forestry Division focuses a lot of effort on the boulevard street trees. Cemetery operation falls under the responsibility of the Forestry Division.



Carson Park: The City's Largest Community Park

Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 Adopted <u>Budget</u>	2005 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Charges for Services:				
Pool Admission Fees	\$ 4,707	\$ 4,000	\$ 4,000	0%
Softball Fees	58,773	55,000	60,000	9%
Instructional Fees	204,967	245,000	242,600	-1%
Park Reimbursements	24,852	28,000	72,000	157%
WPRA Ticket Sales	1,031	1,000	1,000	0%
Other Recreation Fees	46,911	40,900	55,200	35%
Miscellaneous Revenue	45,500	76,500	35,000	-54%
Gen. Purpose (tax) Rev.	<u>3,521,341</u>	<u>3,473,900</u>	<u>3,624,100</u>	4%
Total Revenues	\$ <u>3,908,082</u>	\$ <u>3,924,300</u>	\$ <u>4,093,900</u>	4%
Expenditures				
Personal Services	\$ 2,860,952	\$ 2,887,900	\$ 3,038,200	5%
Contractual Services	629,733	621,900	617,600	-1%
Utilities	164,568	135,600	143,900	6%
Fixed Charges	52,424	56,300	56,300	0%
Materials & Supplies	<u>200,405</u>	<u>222,600</u>	<u>237,900</u>	7%
Total Expenditures	\$ <u>3,908,082</u>	\$ <u>3,924,300</u>	\$ <u>4,093,900</u>	4%



Budget Overview

REVENUE

PARK REIMBURSEMENT

Rental agreements for the football and baseball stadiums will generate approximately \$44,000 in 2005.

MISCELLANEOUS REVENUE

The Community Enhancement Fund makes a contribution to the General Fund in support of special events. The 2005 funds will be \$35,000. Community Enhancement funding of \$10,500 that was previously allocated to Parks and Recreation to pay wages for Paul Bunyan Camp guides will now be paid directly to the Camp.

EXPENDITURES

PERSONAL SERVICES

The addition of one park maintenance position is recommended in 2005. That position will be assigned to maintain Phoenix Park and the additional miles of trail added in the past several years. The position is funded beginning the second half of 2005. The pay plan for temporary recreational positions was also increased.

CONTRACTUAL SERVICES

Contractual Services in the Forestry Division was reduced by \$17,000 in 2005 to reflect the biennial treatment for Dutch Elm disease.

UTILITIES

Park maintenance watering cost at the new Phoenix Park will be added in 2005. Watering costs at the Carson Park Football Field will decrease due to the addition of the Artificial Turf field developed in 2004. L P gas service at Carson Park for football concessions and locker room use is projected to increase by \$5,000.

MATERIALS & SUPPLIES

Budgeted purchases of replacement equipment include annual replacement of chain saws, trimmers, and small mowers. In addition, \$2,000 has been added to re-shingle the roofs Oak and Pine pavilions in Carson Park.

Expenditures by Division

Administration

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 205,809	\$ 230,400	\$ 98,768	\$ 230,400	\$ 238,500
Contractual Services	52,548	68,000	24,855	68,000	69,200
Utilities	5,011	7,100	2,528	7,100	7,200
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	18,324	18,400	7,200	18,400	19,700
Total Expenditures	<u>\$ 282,692</u>	<u>\$ 324,900</u>	<u>\$ 133,851</u>	<u>\$ 324,900</u>	<u>\$ 335,600</u>

Park Maintenance

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 1,729,073	\$ 1,717,000	\$ 741,079	\$ 1,717,000	\$ 1,831,600
Contractual Services	328,971	284,700	137,818	290,300	285,900
Utilities	152,012	123,300	43,283	120,500	131,400
Fixed Charges	31,514	34,500	6,665	34,500	34,500
Materials & Supplies	104,089	118,900	59,968	118,600	129,500
Total Expenditures	<u>\$ 2,345,659</u>	<u>\$ 2,278,400</u>	<u>\$ 988,814</u>	<u>\$ 2,280,900</u>	<u>\$ 2,412,900</u>

Expenditures by Division

Recreation Division

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 600,254	\$ 616,600	\$ 188,914	\$ 613,900	\$ 633,100
Contractual Services	144,919	157,500	53,484	163,100	166,700
Utilities	5,968	3,900	2,614	3,800	4,000
Fixed Charges	13,627	13,700	7,004	13,700	13,700
Materials & Supplies	65,283	73,700	33,601	73,800	76,800
Total Expenditures	<u>\$ 830,051</u>	<u>\$ 865,400</u>	<u>\$ 285,617</u>	<u>\$ 868,300</u>	<u>\$ 894,300</u>

Forestry Division

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 325,816	\$ 323,900	\$ 140,750	\$ 323,900	\$ 335,000
Contractual Services	103,294	111,700	43,740	111,700	95,800
Utilities	1,577	1,300	687	1,300	1,300
Fixed Charges	6,283	7,100	3,550	7,100	7,100
Materials & Supplies	12,708	11,600	2,933	11,600	11,900
Total Expenditures	<u>\$ 449,679</u>	<u>\$ 455,600</u>	<u>\$ 191,659</u>	<u>\$ 455,600</u>	<u>\$ 451,100</u>

Staffing

Administration

	2003	2004	2005
Director of Parks and Recreation	1.00	1.00	1.00
Parks and Recreation Secretary	1.00	1.00	1.00
Clerk III	1.00	1.00	1.00
Clerk II	-	-	-
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Park Maintenance

	2003	2004	2005
Superintendent of Maintenance	1.00	1.00	1.00
Supervisor	2.00	2.00	2.00
Clerk II	0.75	0.75	0.75
Construction Skilled Worker	1.00	1.00	1.00
Mechanical Skilled Worker II	2.00	2.00	2.00
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	5.00	5.00
Landscape Technician	-	-	1.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>25.75</u>	<u>23.75</u>	<u>24.75</u>

Staffing

Recreation

	2003	2004	2005
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>

Forestry

	2003	2004	2005
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>

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

Cross-divisional charges include:

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

Park Maintenance Operation Highlights

- ◆ Replaced seating at Owen Park Bandshell.
- ◆ Added security lighting at Mt. Simon Babe Ruth Fields (Donated by Babe Ruth).
- ◆ Installed informational podiums at significant areas of Carson Park (donated by the Kiwanis).
- ◆ Sodded field #3 at Soccer Park.
- ◆ Built steps to trail from 9th Street.
- ◆ Rebuilt roof at Carson Park Restroom.
- ◆ Added security lighting at Fairfax Little League Fields (donated by American Little League).
- ◆ Added scoreboard at Fairfax Baseball Field (donated by Eau Claire Board of Education).
- ◆ Resided and reroofed Manz Shelter.

Community Involvement

- Boy Scouts developed trails at Boyd Park and neighborhood seeded prairie area.
- Angel of Hope project continues to improve garden at Buffington Heights - added water services, low voltage lighting and edging in 2004.
- Opened Dog Park Area. Fundraisers are planned to add water service to facility.

Major Events

- Some of the major activities occurring in the community parks through mid- summer 2004:

Cancer Relay for Life

Shrine Circus

Gus Macker Tournament

RCU walk

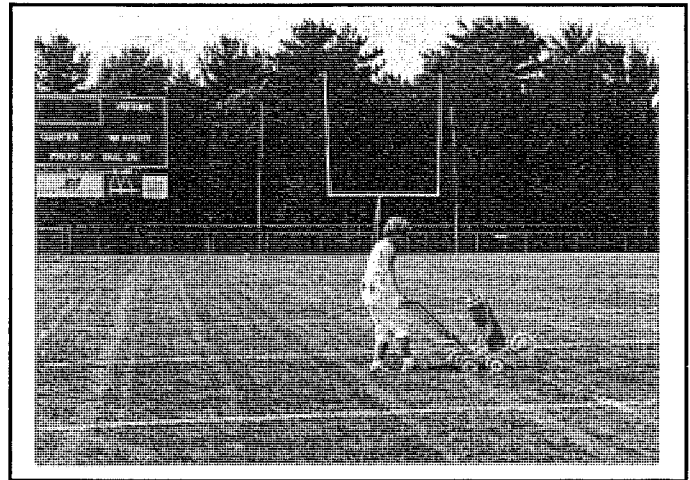
- Large group events occur throughout the summer and fall with groups over 1,000 utilizing park pavilions.

Activities

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

Areas of Assignment

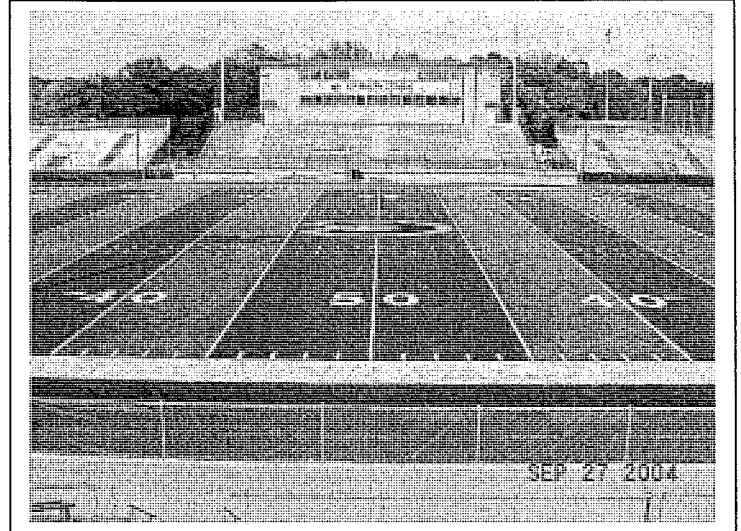
- ◆ 7 parks have maintenance personnel assigned full-time from April to September (2 at Owen Park; 1 at Rod and Gun Park; 1 at Riverview Park; 6-8 at Carson Park; 1 at Mt. Simon Park; and 1 at Fairfax Park, 1-2 at Soccer Park)
- ◆ 4-8 maintenance personnel maintain athletic fields on a daily basis from April to November. One to two mowing crews are assigned on a daily basis from April to October
- ◆ Ball field maintenance including: dragging, marking and painting foul lines
- ◆ Establishment of football and soccer fields at 3 middle and high schools
- ◆ Flooding 8 ice rinks throughout the city
- ◆ Planting and maintaining 42 flower beds with over 10,000 annual flowers
- ◆ Cleaning 24 restroom facilities and 10 pavilions
- ◆ Maintenance of 16 modular play structures
- ◆ Maintenance of 18 shelter houses
- ◆ Garbage collection seven days a week from 250 waste receptacles
- ◆ Support to recreation programs
- ◆ Snow plowing sidewalks and support to street snow plowing operation
- ◆ Harvesting weeds on Half Moon Lake, removing 1,000 cubic yards of weeds annually



Football stadium preparation

Facilities

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



Carson Park Football Field with new Artificial Turf

Special Areas

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

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



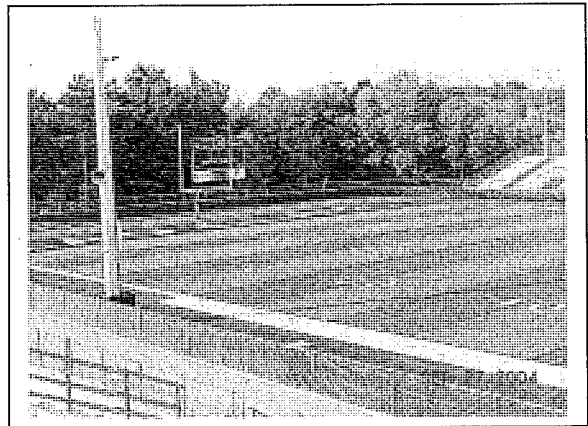
Kids at Carson Park Playground

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

Presently, two sites have shelters that are not utilized: Locust Lane and Hyline.

Athletic & Sport Facilities

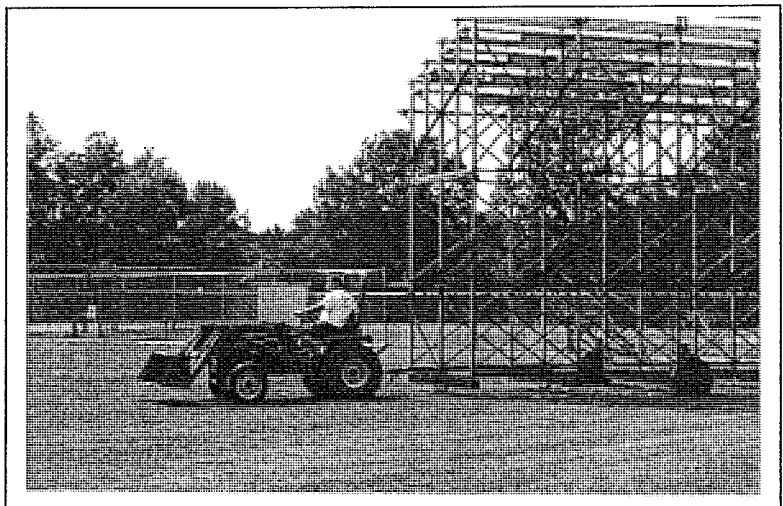
- ◆ Softball fields (8 City fields, 6 school fields)
- ◆ 3 baseball fields; 6 little baseball league fields; 2 Babe Ruth baseball fields
- ◆ Football fields (1 in Carson Park; 17 school fields - laying out and painting of field)
- ◆ Soccer fields (9 soccer fields at Soccer Park and 53 fields as support to soccer programs at school locations)
- ◆ 12.365 miles of bike trail with 3 shelters
- ◆ 20 ice rinks
- ◆ 7 tennis courts
- ◆ 10 reservable pavilions, 1 non-reservable
- ◆ 2 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)



*Artificial Turf at Carson Park
Football Field*

Equipment

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



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

CIP Highlights

Completed or in-progress

- Light main parking lot at Carson Park
- Reconstruct Carson Park tennis courts
- Installed new lighting at Wilson Park
- Installed additional lighting at Randall Park
- Begin Phase 1 development of Phoenix Park
- Install artificial turf at Carson Park football field
- Demolish former Mundt Funeral Home on First Avenue
- Renovate Wilson Park fountain

CIP Projects Scheduled for 2004

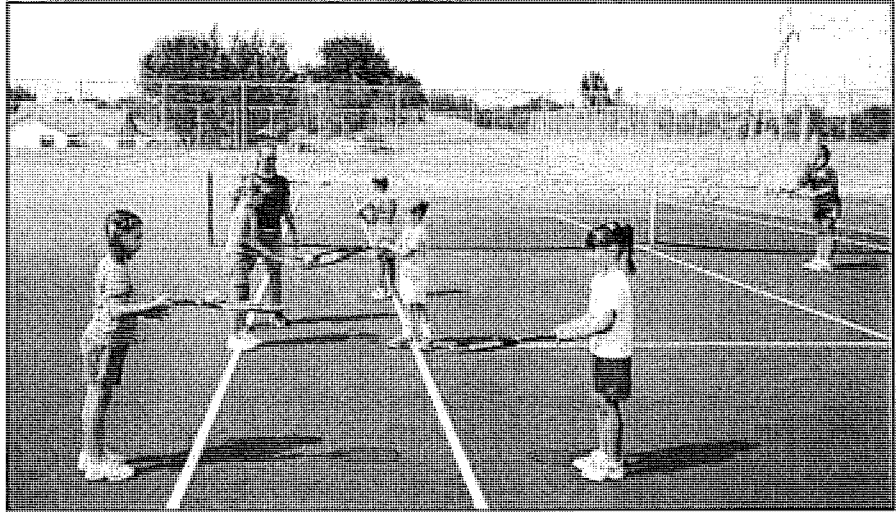
- Sealcoat Carson Park main parking lot
- Construct parking lot at the Soccer Park
- Purchase new bleachers for athletic fields
- Pave road to Braun's Bay
- Improve Christmas display at Wilson Park
- Pave road in McDonough Park
- Add restrooms to shelter in McDonough Park
- Construct seating area along Birch Street at Mt. Tom
- Pave parking lot at Mt. Simon Park

CIP Projects Identified for 2005

- Repaint basketball courts at various playground sites
- Plant trees at soccer park and cemeteries
- Park needs survey
- Service irrigation well at Soccer Park
- Relight Carson Park football field
- Pave east parking lot of football field at Carson Park

Recreation Division Operation Highlights

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



Tennis lessons

Activities

BENEFITS OF COMMUNITY RECREATION:

The purpose of the Recreation Division will be to create a sense of community, enhance neighborhoods, strengthen families, and promote healthy lifestyles.

- *VARIETY* - A diverse selection of activities will be offered to meet the needs of our citizens.
- *INCLUSION* - Accommodations will be made to include all participants in activities, regardless of age, ability, or income.
- *LIFE-LONG LEISURE* - Activities will promote wellness and lifetime pursuits.
- *COMPETITION* - Program emphasis will be on participation, sportsmanship, and fair play.
- *ARTS* - An appreciation for music, dance, theatre, and art will be promoted.
- *EXCELLENCE* - The Recreation Division is committed to offering quality programming and to maintaining facilities to the highest community standards.

PARKS & RECREATION - THE BENEFITS ARE ENDLESS....

The recreation division is responsible for the operation of 18 different playground sites in the summer and 8 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.

2003 Enrollment Figures - for some of our most popular programs:

Instruction

Discover Junction Preschool Program	141
Adult Golf	102
Youth Gymnastics	389
Youth Tennis	217
Youth Karate	117
Youth Golf	85
Youth Art	412
Hockey Clinic	210



Youth golf instruction

Athletic Programs (2003-2004 season)

Men's Hockey	175
Men's Basketball	102
Adult Volleyball	1,082
Youth Baseball	423
Youth Basketball	252
Youth Hockey	276
Youth Soccer	432



T-Ball

Indoor Aquatics

Youth Swim Lessons 2,968

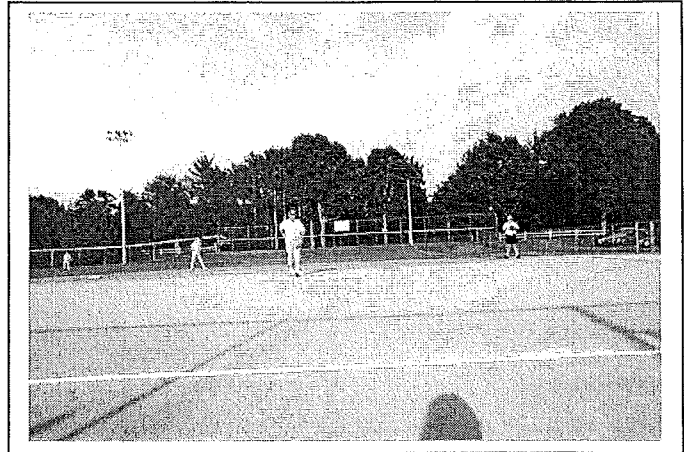
Adult Water Fitness 286

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

Softball Programs

Adult Softball 1,648

Girls Fast pitch 94



Adult softball

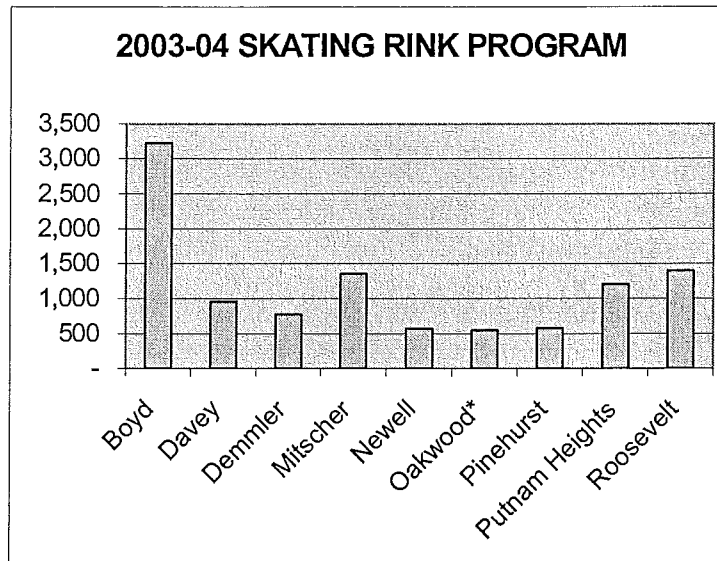
Community Programs

- ◆ Approximately 50 different organizations utilize the Community Center as a meeting site on a regular basis.
- ◆ Approximately 1,050 meetings scheduled in 2003 at the Community Center by community groups.
- ◆ Average weekly attendance at Par-te-Rec, a program for the cognitively and physically disabled is 100+; total annual attendance in 2003 was 2,533.
- ◆ The Community Center is also used by the Recreation Division for training and staff orientations. Some recreation programs, such as dance classes, art classes, baton classes are also held at the Community Center.
- ◆ Summer community programs in Owen Park include Municipal Band concerts and a free family movie series.



2003- 04 NEIGHBORHOOD SKATING RINK PROGRAM ATTENDANCE OVERVIEW

	<i>Days Open</i>	<i>Rank</i>	<i>Week 1</i>	<i>Week 2</i>	<i>Week 3</i>	<i>Week 4</i>	<i>Week 5</i>	<i>Week 6</i>	<i>Week 7</i>	<i>Week 8</i>	<i>Week 9</i>	<i>Week 10</i>	<i>Total</i>
Boyd	53	1	203	375	643	502	432	226	136	295	281	133	3,226
Davey	45	5	65	128	0	150	208	101	36	49	142	80	959
Demmler	43	6	0	19	34	103	167	107	84	103	124	36	777
Mitscher	51	3	66	107	194	129	246	135	81	142	189	67	1,356
Newell	46	8	0	73	53	113	103	49	13	50	76	42	572
Oakwood*	12	9	77	103	0	0	0	93	38	139	97	0	547
Pinehurst	41	7	0	15	0	54	86	57	75	77	164	51	579
Putnam Heights	48	4	47	24	89	133	234	144	71	134	239	95	1,210
Roosevelt	51	2	15	60	255	253	301	85	27	143	146	117	1,402
*Oakwood's attendance just sledders													10,628
TOTAL SEASON ATTENDANCE													



NEIGHBORHOOD PLAYGROUND PROGRAM

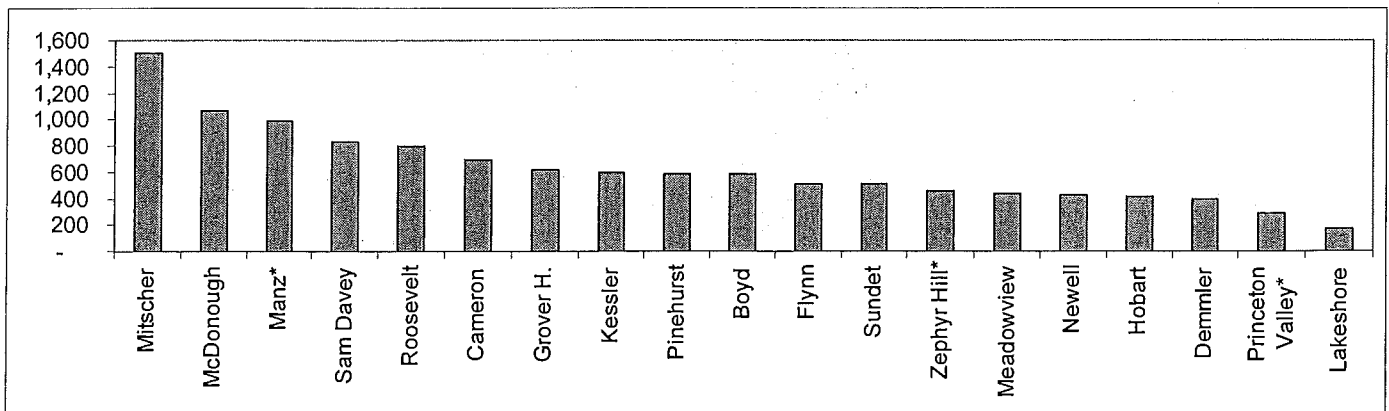
2003

ATTENDANCE TOTALS

PLAYGROUND	ATTENDANCE	RANKING
Boyd	586	10
Cameron	689	6
Demmler	400	17
Flynn	516	11
Grover H.	623	7
Hobart	421	16
Kessler	598	8
Lakeshore	172	19
Manz*	991	3
McDonough	1,067	2
Meadowview	435	14
Mitscher	1,499	1
Newell	426	15
Pinehurst	588	9
Princeton Valley*	292	18
Roosevelt	796	5
Sam Davey	833	4
Sundet	510	12
Zephyr Hill*	462	13

*10 week programs, all other sites are 8 weeks

TOTAL 11,904



Facilities

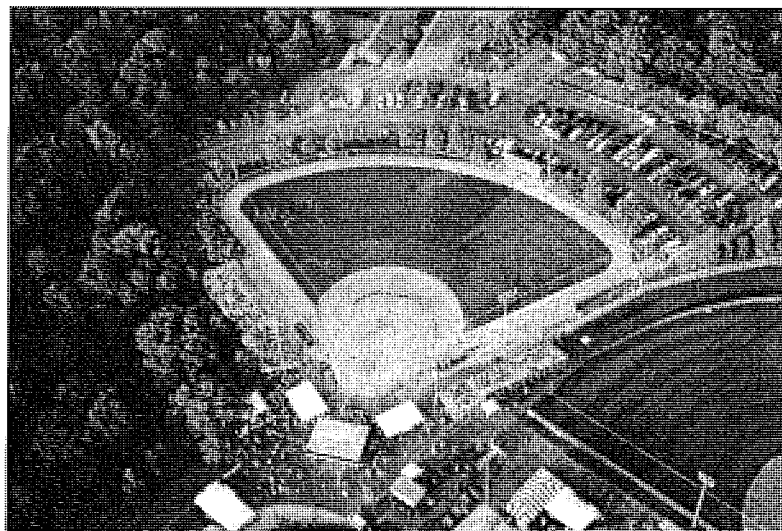
- ◆ Hobbs Municipal Ice Center
- ◆ Fairfax Park Municipal Swimming Pool
- ◆ Parks and Recreation Community Center
- ◆ School Facilities (swimming pools, athletic fields, gyms)
- ◆ 18 neighborhood playgrounds (eight-to ten-week summer session); activities include games, arts and crafts, special events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

Equipment

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

CIP Highlights

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



Opening ceremonies for ISC Fast Pitch Tournament at Gelein Field

Forestry Division Operation Highlights



Arboretum at Carson Park

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

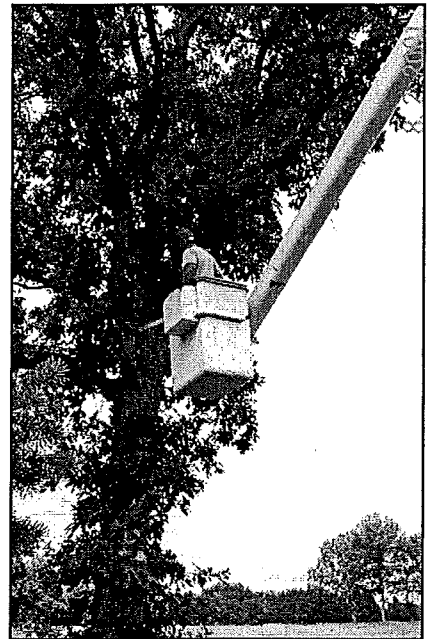
Activities

Service Area

- ◆ Boulevard (400 miles of streets)
- ◆ Residential lots
- ◆ Commercial Properties
- ◆ Parks
- ◆ Riverbanks
- ◆ Bike Trail
- ◆ Parking lots
- ◆ Wood lots
- ◆ Miscellaneous wooded areas
- ◆ Trees on detention ponds

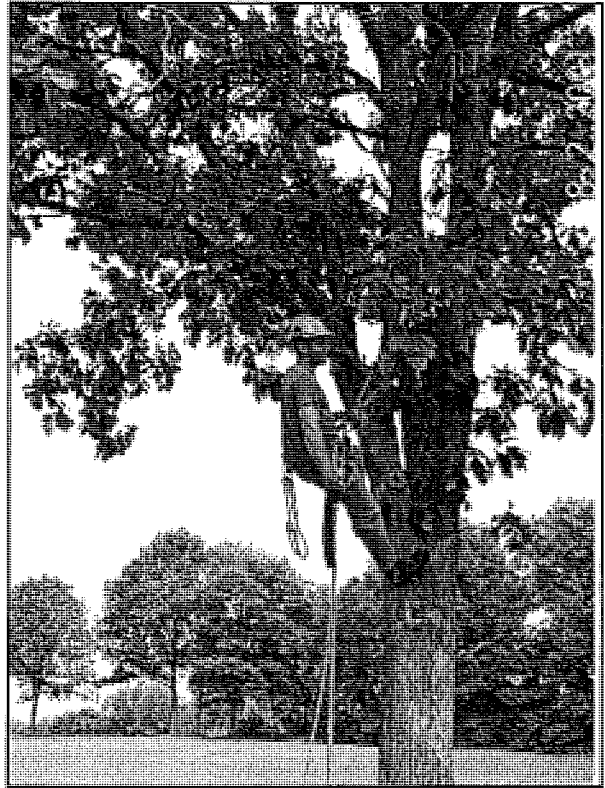
Tree Maintenance on Public Property

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



Tree trimming with Forestry's aerial truck

- ◆ Hazard Abatement (300/year)
- ◆ Tree planting (750/year)
- ◆ Watering trees (1,500/year), as necessary
- ◆ Disease and insect control
- ◆ Storm damage clean-up
- ◆ Navigational buoys – Riverview Park
- ◆ Disposal of wood waste
- ◆ Stump routing on public property (200/year)
- ◆ Park lighting
- ◆ Weed control by herbicide application
- ◆ Nuisance animal control
(beaver and Whitetail deer)
- ◆ Flag maintenance in parks and other public places
- ◆ Half Moon Lake aeration
- ◆ Street improvement projects – daily inspection, pruning, root pruning, consultation with abutting property owners and engineering personnel



Forestry crew tree trimming with climbing equipment

Private Property Consultation with Residents

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



Brush removal along trail

Outside Organizations

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

USDA – Gypsy moth trapping; other insect and disease programs

Xcel Energy – Tree planting and removal around utilities; line clearance program

UWEX – Disease and insect related problems; seminars

EC County – Brush disposal site; Christmas tree recycling

Chippewa Valley Museum – Landscaping; procuring plant materials; tree & shrub maintenance

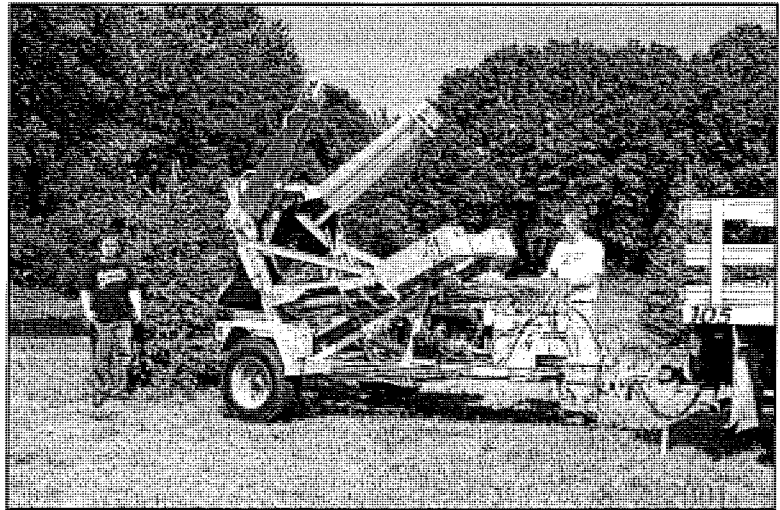
Schools – Arbor Day programs; nature trail planning, landscaping; plant material purchases

Facilities

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

Equipment

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

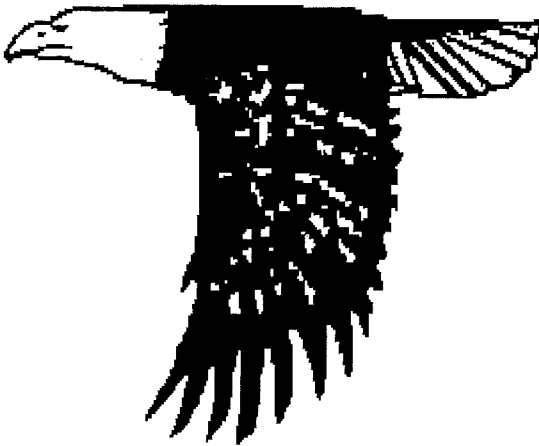


Transplanting tree with tree spade



POLICE DEPARTMENT

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



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

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

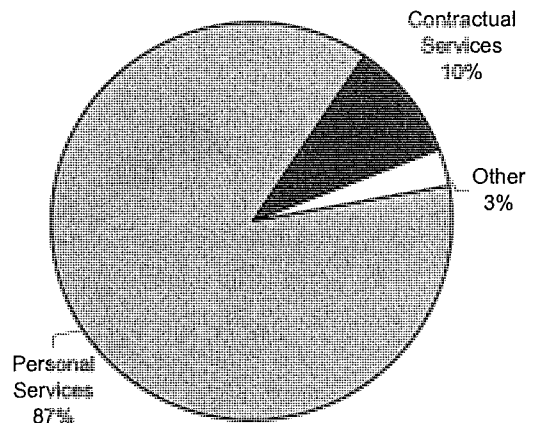
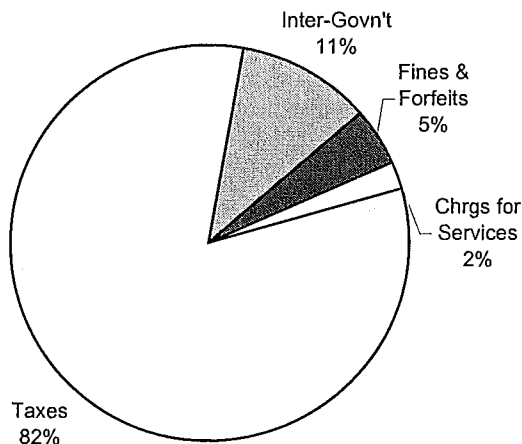
Programs & Services

The Police Department provides service to the community through both traditional and innovative approaches. Officers are dispatched by radio to calls for service and to investigate violations of Federal, State and Local laws and ordinances. These include the Multi-Agency Response Team for Youth, the Coalition for Youth, the “Click It, Why Risk It?” “Red Light Running”, and other related 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.
- ◆ The Department conducts extended investigations, including a regional polygraph service and participation in the West Central Drug Enforcement Group.
- ◆ 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

	2003 <u>Actual</u>	2004 <u>Adopted Budget</u>	2005 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intergovernmental:				
Federal Aid-Other	\$ 340,427	\$ 57,200	\$ 0	-100%
State Aid-Mun. Services	274,520	258,750	270,000	4%
Comm. Center Reimburse.	968,996	1,000,500	1,019,400	2%
Licenses & Permits	9,569	5,500	6,500	18%
Fines & Forfeits:				
Court Penalties & Costs	247,846	225,000	225,000	0%
Parking Violations	301,979	337,500	337,500	0%
Charges for Services:				
Police Dept. Fees	279,730	102,300	105,000	3%
Liason Officer Reimburse.	139,890	148,400	159,600	8%
CDBG funding	84,765	50,000	50,000	0%
Gen. Purpose (tax) Rev.	8,680,997	9,569,250	10,053,000	5%
Total Revenues	\$ 11,328,718	\$ 11,754,400	\$ 12,226,000	4%
Expenditures				
Personal Services	\$ 9,735,525	\$ 10,229,400	\$ 10,652,800	4%
Contractual Services	1,177,259	1,147,000	1,185,100	3%
Utilities	54,667	68,800	76,500	11%
Fixed Charges	144,400	144,400	144,400	0%
Materials & Supplies	216,867	164,800	167,200	1%
Total Expenditures	\$ 11,328,718	\$ 11,754,400	\$ 12,226,000	4%



Budget Overview

REVENUE

INTERGOVERNMENTAL

Federal Aid-Other represents federal grants that are budgeted at the time the grants are awarded. Previous federal grants include funds for Project Impact, protective vests, mobile data computers, Safe Neighborhood and the Hmong Liaison programs.

State Aid for Municipal Services reimburses the City for public safety services for state facilities in Eau Claire. The reimbursement is based on the ratio of State property in Eau Claire as compared to other cities. Funding for Eau Claire is anticipated to increase slightly.

EXPENDITURES

PERSONAL SERVICES

The 2005 Detective Division includes an increase of \$41,900 in overtime to reflect actual expenditures. This is offset by a \$34,400 reduction in payment for prior-year services. An additional \$6,100 was approved in the Community Service Officer (CSO) Program for 20 hours more hours per week for 6 months.

CONTRACTUAL SERVICES

This category includes equipment rental payments totaling \$553,200, building rent of \$209,900, payment for prior-year services totaling \$61,500 (a reduction of \$34,400), board of animals totaling \$32,300, and a contract with Professional Account Management to handle parking tickets estimated at \$69,200.

UTILITIES

The primary utility expense is for telephone service charges to the Communication Center and cellular phone use in the Police Patrol Division. The 2005 budget includes an additional \$6,200 to add cell phones in the squads.

Expenditures by Division

Administration

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 167,549	\$ 180,300	\$ 72,998	\$ 180,300	\$ 185,300
Contractual Services	297,184	342,200	147,217	308,500	314,000
Utilities	5,497	4,200	2,669	4,200	4,300
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	36,134	15,300	5,747	14,000	15,600
Total Expenditures	<u>\$ 508,163</u>	<u>\$ 543,800</u>	<u>\$ 229,531</u>	<u>\$ 508,800</u>	<u>\$ 521,000</u>

Administrative Services

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 1,140,933	\$ 1,275,200	\$ 504,302	\$ 1,336,600	\$ 1,320,800
Contractual Services	168,557	43,100	50,445	104,700	43,100
Utilities	8,770	8,400	4,124	8,400	8,600
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	52,211	40,000	28,542	46,900	40,700
Total Expenditures	<u>\$ 1,381,970</u>	<u>\$ 1,378,200</u>	<u>\$ 593,164</u>	<u>\$ 1,508,100</u>	<u>\$ 1,424,700</u>

Patrol Division

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 5,754,706	\$ 6,011,600	\$ 2,643,565	\$ 6,087,000	\$ 6,243,400
Contractual Services	513,115	535,000	215,164	567,000	549,200
Utilities	6,961	11,300	4,638	11,300	17,700
Fixed Charges	98,900	98,900	49,450	98,900	98,900
Materials & Supplies	93,817	80,100	44,663	121,000	81,000
Total Expenditures	<u>\$ 6,467,499</u>	<u>\$ 6,736,900</u>	<u>\$ 2,957,480</u>	<u>\$ 6,885,200</u>	<u>\$ 6,990,200</u>

Expenditures by Division

Detective Division

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 1,548,829	\$ 1,569,600	\$ 689,076	\$ 1,569,600	\$ 1,654,000
Contractual Services	132,989	124,600	51,559	133,100	174,800
Utilities	8,989	9,100	4,680	9,100	9,300
Fixed Charges	27,500	27,500	13,750	27,500	27,500
Materials & Supplies	28,998	20,800	7,304	19,300	21,200
Total Expenditures	<u>\$ 1,747,304</u>	<u>\$ 1,751,600</u>	<u>\$ 766,369</u>	<u>\$ 1,758,600</u>	<u>\$ 1,886,800</u>

Communication Center

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 1,123,508	\$ 1,192,700	\$ 489,482	\$ 1,192,700	\$ 1,249,300
Contractual Services	65,415	102,100	62,649	102,100	104,000
Utilities	24,449	35,800	19,039	35,800	36,600
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	5,708	8,600	2,910	8,600	8,700
Total Expenditures	<u>\$ 1,223,781</u>	<u>\$ 1,343,900</u>	<u>\$ 576,430</u>	<u>\$ 1,343,900</u>	<u>\$ 1,403,300</u>

Staffing

Administration

	2003	2004	2005
Police Chief	1.00	1.00	1.00
Police Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>2.00</u></u>	<u><u>2.00</u></u>	<u><u>2.00</u></u>

Administrative Services

	2003	2004	2005
Deputy Chief/Captain	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00
Investigator (Special Services)	3.00	3.00	3.00
Investigator (Court Officer)	1.00	1.00	1.00
Investigator (Property Officer)	1.00	1.00	1.00
Records Bureau Supervisor	1.00	1.00	1.00
Law Enforcement Support Assistant	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>
Total FTE Positions	<u><u>17.00</u></u>	<u><u>17.00</u></u>	<u><u>17.00</u></u>

Patrol Division

	2003	2004	2005
Deputy Chief/Captain	1.00	1.00	1.00
Lieutenant	3.00	3.00	3.00
Sergeant	10.00	10.00	10.00
Hit and Run Investigator	1.00	1.00	1.00
Police Officer	<u>59.00</u>	<u>59.00</u>	<u>57.00</u>
Total FTE Positions	<u><u>74.00</u></u>	<u><u>74.00</u></u>	<u><u>72.00</u></u>

Staffing

Detective Division

	2003	2004	2005
Deputy Chief/Captain	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00
Sergeant	2.00	2.00	2.00
Investigator	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>
 Total FTE Positions	 <u>18.00</u>	 <u>18.00</u>	 <u>18.00</u>

Communication Center

	2003	2004	2005
Communication Center Manager	1.00	1.00	1.00
Communication Center Supervisor	3.00	3.00	3.00
Telecommunicator I	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>
 Total FTE Positions	 <u>19.00</u>	 <u>19.00</u>	 <u>19.00</u>

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

Administrative Services Operation Highlights

The Administrative Services Division provides logistical, technical, and archival support for the rest of the department and other agencies. Employees of the Division maintain records, secure evidence, provide court services for initial appearances, and mediate parking tickets. They also coordinate with the Purchasing Division to secure needed supplies and equipment and monitor the budget process.

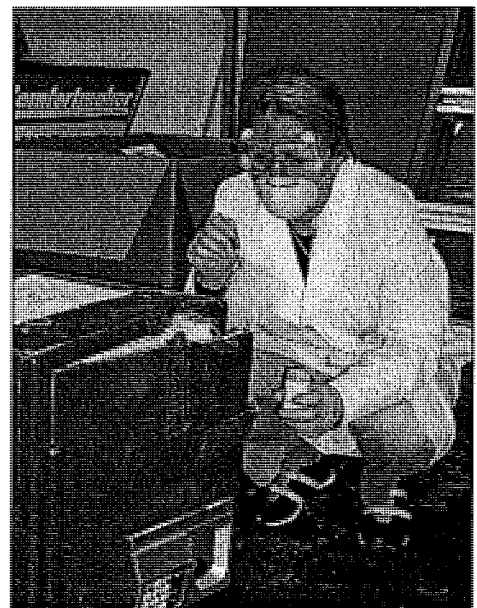
Activities

Property Control

Legal requirements for a clear “chain of custody” necessitate 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, the former Fire Station 9 has been converted to provide some secure storage, a garage area next to Parks and Recreation, and in a rental unit.

The Property Officer is assigned full time to deal with evidence and recovered property. The property must then be stored in a verifiable location to provide for retrieval for processing by an evidence technician, for court, for transmittal to the Crime Laboratory, or for return to its rightful owner.

The Eau Claire Police Department Evidence Technician Team is comprised of 27 specially trained officers. The team does all of the evidence processing following the protocol set forth by the Wisconsin Crime Lab. We have had success in identifying criminals through “hits” from the State Automated Fingerprint Identification System (AFIS). The team has also trained extensively in collecting DNA samples at crime scenes. The Evidence Technician Team is an integral component of most investigations. We are recognized throughout Western Wisconsin as the best crime scene team and will strive to maintain our reputation through training, dedication, and professionalism.



Sgt. Judi Anibas, Evidence Technician

Records Section

The Records Section of the Police Department is responsible for maintaining any and all incident reports and narratives, photographs, arrest records, juvenile referrals, ordinance and traffic citations, fingerprints, mug shots, accident reports, and written warnings generated by the department. These contacts generate over 100,000 separate records that must be entered into the records' management system by the records section personnel. The police department uses a variety of computer hardware and software programs to store a number of these types of records in an electronic format such as digital photographs, Live Scan fingerprinting, digital mug shots, and the use of a document imaging system to store incident reports.

Law Enforcement Support Assistants "LESAs" are assigned to work in other divisions (Detective and Special Services) as well as one LESA being assigned to assist the Court Officer, where they perform a wide variety of duties associated specifically with those positions.

In addition to all of the above, LESAs respond to public record requests both in person and by telephone, help maintain information and deal with citizens regarding parking citations, provide front counter service to the public during regular business hours, and assist officers within the department with their record needs.



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
Daily scanning of police reports into document imaging system

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 scanning of police reports into document imaging system
Daily Detective and Patrol Division typing

FRONT COUNTER ROTATION

Desk 7

Sorts daily reports (routes to other desks)
Handles all requests for photographs
Oversees document imaging
Enter theft cases
Daily telephone contact with the public
Daily scanning of police reports into document imaging system

Desk 2

Fingerprint cards
General offense coding
Daily telephone contact with the public
Daily scanning of police reports into document imaging system
Enters mobile data field reports
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 scanning of police reports into document imaging system
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 3

Fingerprint cards
Enters Ordinance Citations
Produces letters associated with traffic and ordinance citations
Oversees digital photo images and the electronic mug shot system
Daily telephone contact with the public
Daily scanning of police reports into document imaging system
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
Daily scanning of police reports into document imaging system

FRONT COUNTER ROTATION

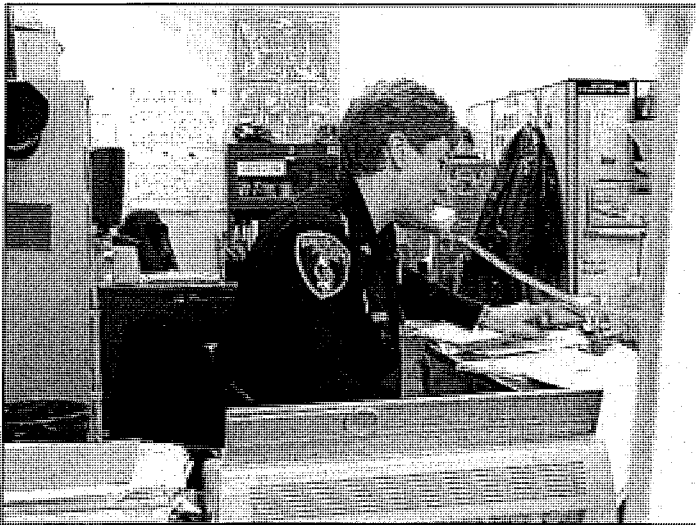
Desk 9 (Special Services Bureau)

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 responsible for community relations, crime prevention, safety education, and department training. The Police Reserve Corps is attached to the Special Services Bureau. Also assigned to the Special Services Bureau are the Hmong Community Liaison Specialist and the Eau Claire Coalition for Youth Coordinator. They both work extensively throughout the department, with community members, and service organizations. Their work is vital to maintain and improve the quality of life for residents of Eau Claire.

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



Training Officer Colleen Kuehn coordinates all new personnel orientation, officer training opportunities, and administration of the police incentive pay and academic reimbursement, the use of the outdoor firearms range among the different agencies that use our facility, the Police Reserve Organization, and the internship programs. She is responsible for securing all available reimbursements from the Training & Standards Bureau upon completion of training, and also assists in providing team training and roll-call training.

Safety Officer Heinz develops and updates educational programming and provides information to elementary and pre-elementary children and their parents on safety and law enforcement issues. He provides training and assistance for the School Safety Patrollers, and plans and chaperones special events for them. He supervises the adult crossing guards, provides information and training to parents and grandparents on child passenger safety, and provides general services to the community and police department. Officer Heinz is pictured here with McGruff at the National Night Out on Crime at Owen Park.



Special Operations Section (S.O.S.)

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

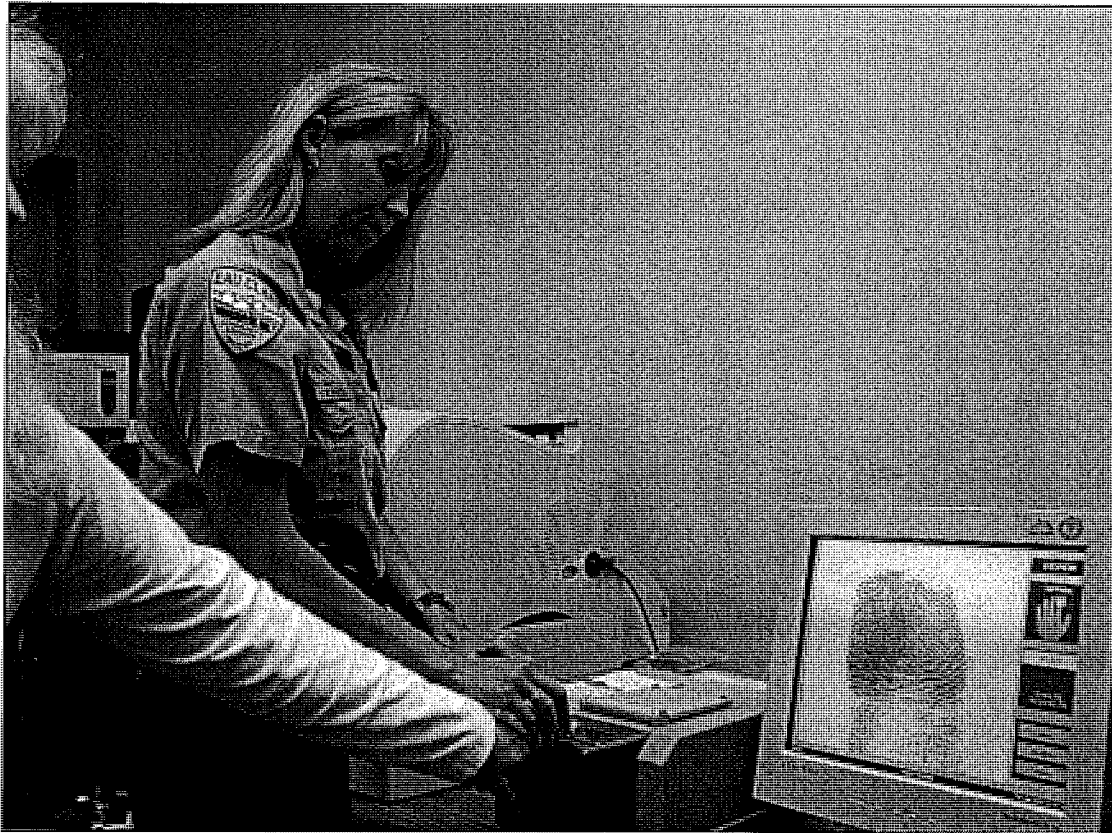


The Mobile Command Post truck allows the Tactical Response Team (TRT) to respond as needed to potentially violent scenes. The truck also acts as a central command post to manage the activity whenever the TRT is called out. The truck has been in service to the city since the mid 1980's: first as a fire vehicle, and then as the TRT Mobile Command Post.

Community Service Officers

Community Service Officers (CSO's) are also attached to the Patrol Division. These are part-time, non-sworn officers. They have authority to issue parking tickets, ordinance citations, 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.

This year has seen the transition to parking tickets printed with handheld electronic (auto cite) units. The units are then linked to a computer, which downloads the records of the tickets and forwards them to Professional Parking Solutions in Milwaukee. This company manages the collection of fees, and follow-up letters to delinquent violators.



Community Service Officer Bonnie Mayer using the live-scan finger printer that electronically captures fingerprints from suspects and applicants for routing to the state and federal Automated Fingerprint Identification Systems.

K-9 Program

The Eau Claire Police Department has had a K-9 program since 1990. The dog functions as a drug detection, and patrol dog. The K-9 unit assists 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.

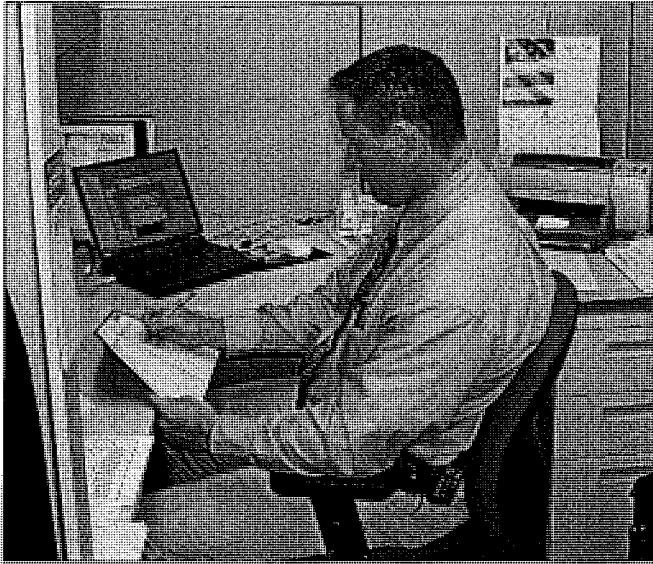


Pictured above is K-9 Handler, Officer Bill Wisener with Franko.

Detective Division Operation Highlights

The Detective Division concentrates on criminal investigations usually initiated in the Patrol Division. Cases are assigned to the detectives by supervisors for follow-up based on priority and solvability factors. Detectives interact regularly with other law enforcement, and governmental agencies. Information sharing between detectives, and other agencies is instrumental in the successful conclusion to most assigned cases. Preparing a case for successful prosecution

requires not only good investigative skills, but also the ability to document the facts of the case thoroughly.



Officer Tim Porn is the Police School Liaison Officer for DeLong Middle School.

Activities

The Division is organized by specialties. The supervisors assign cases based on the type of crime involved and solvability factors. Over 15,000 cases were reviewed in 2003, and over 3,000 were assigned for further investigation.

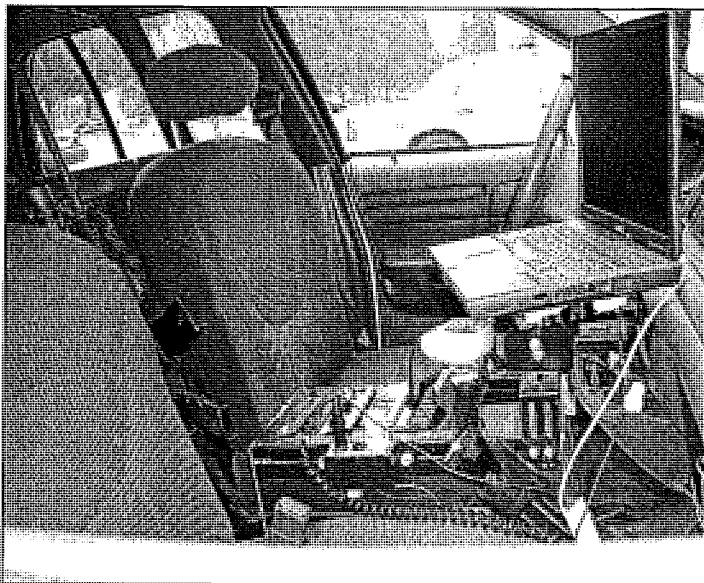
- ◆ White Collar Crimes: Financial crimes, forgeries, counterfeiting, embezzlement.
- ◆ Youth Aid Section: Crimes committed against children, and delinquencies committed by children.
- ◆ Police-School Liaison Officers: Four officers are assigned to the two high schools and three middle schools of the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

Facilities

- ◆ Police Headquarters, 740 Second Avenue
- ◆ Secure storage, 2010 Sixth Street
- ◆ Garage space, 559 N. Hastings Way (*Fire Station 10*)
- ◆ Blue Valley Range and Training Facility (6833 Crescent 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
- ◆ GLOCK model 22 and 23 handguns, Remington 870 shotguns, other firearms



The interior of a squad car is equipped with a mobile data computer, radio, and other equipment.

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

There were over 58,000 case numbers assigned to either law enforcement, fire, or EMS units in 2003. The Eau Claire Police Department accounted for 31,544 of the documented cases, and Eau Claire Fire and Rescue for 5,037 cases.

Telecommunicators answered approximately 215,000 emergency and non-emergency telephone calls; approximately 15,000 of those calls were landline 9-1-1 calls. They were also responsible for countless radio transmissions, as well as walk-in public safety traffic and data entry.

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

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 Communication Center provides the following services:

- Answers telephones, radios, faxes
- Dispatches calls for service, emergency and non-emergency, through the CAD system
- Pages out emergency units
- Assigns case numbers and tracks each case – from receipt, through dispatch, through arrival, through clear
- Monitors critical incidents
- Maintains daily logs
- Follows Emergency Medical Dispatch procedure

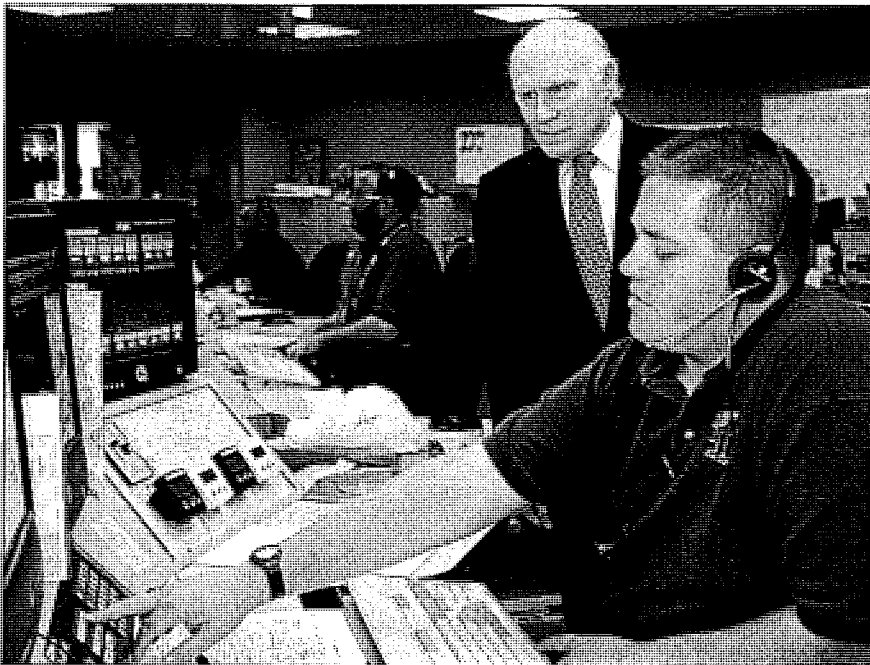
- Maintains/monitors 20-minute timer
- Provides weather watch and warning functions (includes county wide siren activation)
- Emergency government link
- Public and agency resource center
- Central TIME system computers provide driver status, vehicle registration, probation/parole status, and criminal history
- Maintains sex offender files, warrant files, runaway files, and stolen files, and more.

Eau Claire Communication Center: Agencies Served

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

Computer technology enhances the Telecommunicators' ability to provide quality service to the community. The radio dispatch consoles are computerized, as is the access to the great number of computerized databases and records programs that are needed in public safety dispatch. A voice-logging machine records all of the radio, and the telephone traffic. The current Communication Center is located in the Eau Claire County Courthouse.

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.

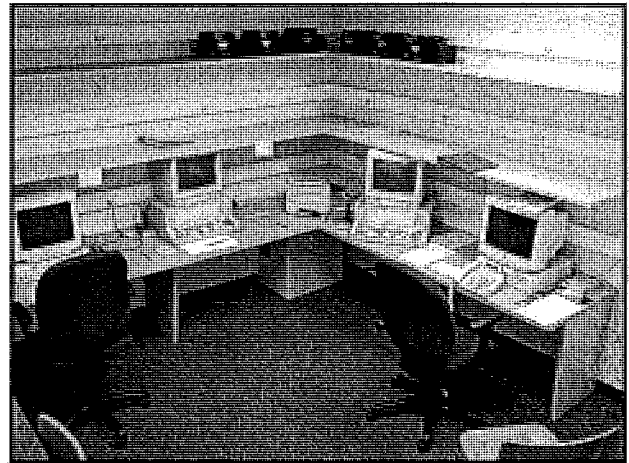


Senator Herb Kohl looks on while Telecommunicator Jason Knecht handles a call.

Photo courtesy of Leader-Telegram

Enhanced 9-1-1 was implemented countywide in July of 1999. The Enhanced 9-1-1 system supplies the Telecommunicator with a caller's name, address, and telephone number and suggested response (law enforcement, fire, EMS) as soon as the 9-1-1 call is answered. This system is interfaced with the Center's computer aided dispatch system to provide a one-button transfer of data once verification has taken place. Important to note is that the caller experiences seven seconds of silence from the time he/she finishes dialing 9-1-1 until the first ring is heard. This is due to the routing equipment that brings the call to our center in the first place. Once dialing has been completed, the call will go through complete with identifying information whether or not the caller stays on the line past that point. The Communication Center staff utilizes a computerized version of 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.

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



Back-up Communication Center

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, changing departmental needs, and a more complex radio environment will necessitate assessment and planning to guide us in the future development of the countywide radio infrastructure. The same is true for data access and information sharing and its infrastructures.

FIRE DEPARTMENT

Eau Claire Fire Rescue is responsible for rendering fire prevention, fire suppression, special rescue and emergency medical services for the City of Eau Claire. The Department also manages the Hazardous Materials Response (Haz Mat) program to provide response in a 14-county area of West-Central Wisconsin. The Department Administrative offices are located at 216 South Dewey Street.



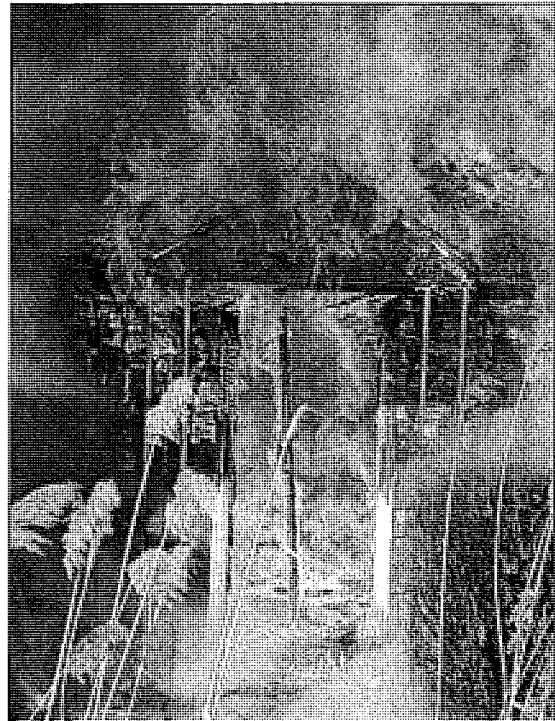
Eau Claire Fire Rescue consists of 3 divisions:

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

Programs & Services

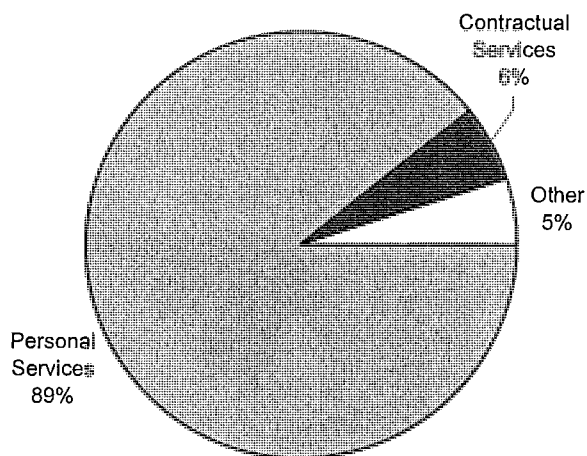
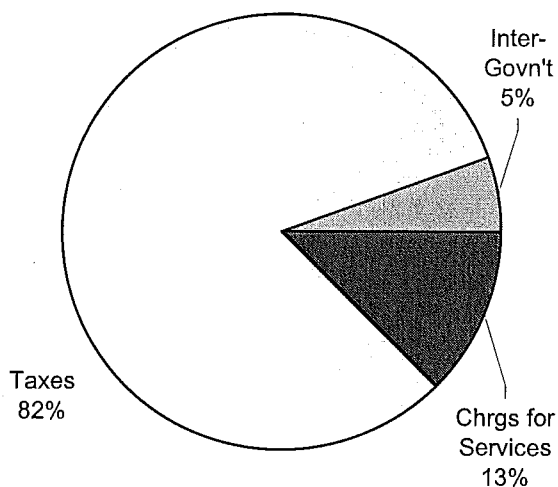
(24 Hours per day, 365 days per year)

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



Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 Adopted <u>Budget</u>	2005 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Intergovernmental:				
State Aid-Fire Ins. Tax	\$ 119,041	\$ 100,000	\$ 120,000	20%
State Aid-Under. Tanks	17,682	15,000	13,500	-10%
State Aid-Mun. Services	335,525	316,250	330,000	4%
Charges for Services:				
Fees	16,000	15,100	29,500	95%
Ambulance Fees	982,845	921,000	1,020,000	11%
Haz-Mat B Response	34,000	34,000	34,000	0%
Gen. Purpose (tax) Rev.	<u>6,433,154</u>	<u>6,759,750</u>	<u>6,973,500</u>	3%
Total Revenues	\$ <u>7,938,248</u>	\$ <u>8,161,100</u>	\$ <u>8,520,500</u>	4%
Expenditures				
Personal Services	\$ 7,142,353	\$ 7,210,800	\$ 7,593,400	5%
Contractual Services	431,883	542,300	496,800	-8%
Utilities	60,191	71,700	71,800	0%
Fixed Charges	126,138	128,100	128,100	0%
Materials & Supplies	<u>177,683</u>	<u>208,200</u>	<u>230,400</u>	11%
Total Expenditures	\$ <u>7,938,248</u>	\$ <u>8,161,100</u>	\$ <u>8,520,500</u>	4%



Budget Overview

REVENUES

INTERGOVERNMENTAL

State Aid for Municipal Services reimburses the City for public safety services for State facilities in Eau Claire. The reimbursement is based on the ratio of state property in Eau Claire as compared to other cities. Funding for Eau Claire is projected to increase slightly in 2005.

CHARGES FOR SERVICES

The 2005 Fire Department Fee projections include new fees for the inspection of sprinkler systems, tents and community-based residential facilities. Hospital reimbursement for medical response supervision is also included in this category.

The projected ambulance revenue increase is based on an annual rate increase as well as a new program for non-emergency transports.

EXPENDITURES

PERSONNEL SERVICES

The 2005 Fire and Rescue Division includes an increase of \$61,400 in overtime to reflect actual expenditures. This is offset by a \$50,700 reduction from the payment for prior-years services account.

CONTRACTUAL SERVICES

Major expenses include equipment rental at \$149,200, ambulance billing services at \$92,400, repairs to equipment at \$59,400, and payment for prior-year services at \$82,000 (a reduction of \$50,700).

MATERIALS & SUPPLIES

Medical supplies for the ambulance and rescue increased by \$20,000. This expense will be offset by revenue from ambulance fees.



Expenditures by Division

Administration

		<u>2003 Actual</u>		<u>2004 Budget</u>		<u>2004 6 Month Actual</u>		<u>2004 Projection</u>		<u>2005 Budget</u>
Personal Services	\$	239,957	\$	274,700	\$	121,846	\$	274,700	\$	281,000
Contractual Services		123,372		189,700		55,328		190,500		139,600
Utilities		60,191		71,700		30,701		71,700		71,800
Fixed Charges		3,200		3,200		1,600		3,200		3,200
Materials & Supplies		19,227		22,000		8,197		22,000		24,500
Total Expenditures	\$	<u><u>445,947</u></u>	\$	<u><u>561,300</u></u>	\$	<u><u>217,672</u></u>	\$	<u><u>562,100</u></u>	\$	<u><u>520,100</u></u>

Operations

		<u>2003 Actual</u>		<u>2004 Budget</u>		<u>2004 6 Month Actual</u>		<u>2004 Projection</u>		<u>2005 Budget</u>
Personal Services	\$	6,598,838	\$	6,618,300	\$	2,851,496	\$	6,765,300	\$	6,989,800
Contractual Services		305,899		348,100		148,015		353,800		352,300
Fixed Charges		117,338		119,300		53,266		119,300		119,300
Materials & Supplies		151,949		176,300		72,046		179,500		195,200
Capital Purchases		-		-		-		5,100		-
Total Expenditures	\$	<u><u>7,174,025</u></u>	\$	<u><u>7,262,000</u></u>	\$	<u><u>3,124,822</u></u>	\$	<u><u>7,423,000</u></u>	\$	<u><u>7,656,600</u></u>

Inspection

		<u>2003 Actual</u>		<u>2004 Budget</u>		<u>2004 6 Month Actual</u>		<u>2004 Projection</u>		<u>2005 Budget</u>
Personal Services	\$	303,557	\$	317,800	\$	135,548	\$	317,800	\$	322,600
Contractual Services		2,612		4,500		1,410		4,500		4,900
Fixed Charges		5,600		5,600		2,800		5,600		5,600
Materials & Supplies		6,507		9,900		1,523		9,900		10,700
Total Expenditures	\$	<u><u>318,276</u></u>	\$	<u><u>337,800</u></u>	\$	<u><u>141,280</u></u>	\$	<u><u>337,800</u></u>	\$	<u><u>343,800</u></u>

Staffing

Administration

	2003	2004	2005
Fire Chief	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00
Fire Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>3.00</u></u>	<u><u>3.00</u></u>	<u><u>3.00</u></u>

Operations

	2003	2004	2005
Deputy Chief	1.00	1.00	1.00
Battalion Chief	4.00	3.00	3.00
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	<u>47.00</u>	<u>44.00</u>	<u>44.00</u>
Total FTE Positions	<u><u>91.00</u></u>	<u><u>87.00</u></u>	<u><u>87.00</u></u>

Inspection

	2003	2004	2005
Deputy Chief	1.00	1.00	1.00
Fire Inspector	2.00	2.00	2.00
Clerk III	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>4.00</u></u>	<u><u>4.00</u></u>	<u><u>4.00</u></u>

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

Fire Administration Highlights



Reception area of the Administration Office

Activities

The Administration Division has numerous responsibilities, including

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

- Long and short range planning to ensure continued high quality and efficient emergency service delivery
 - ◆ Coordinate planning for training requirements
 - ◆ Expand services and/or improve existing services
 - ◆ Evaluate and plan for strategic placement of future fire stations as need dictates
 - ◆ Evaluate how changing standards and laws impact service delivery and adapt as necessary
 - ◆ Administer special grant projects

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

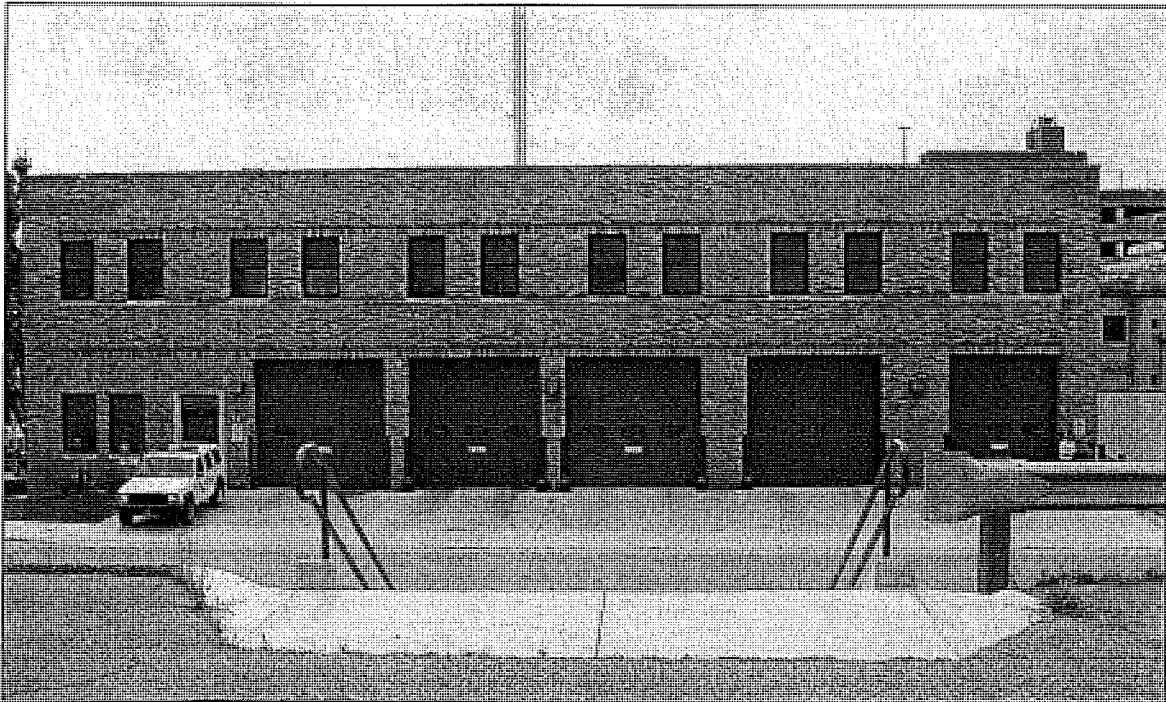


Battalion Chief's Command Vehicle

Facilities

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

Fire Station 2 with Administrative Offices – 216 South Dewey



Equipment

Office-related equipment, such as a copy machine, is maintained by the Administration Division to meet departmental needs. Files critical to operational needs and archiving are also maintained in this area.

Equipment Replacement

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



Rescue 10 – Paramedic Ambulance

CIP Highlights

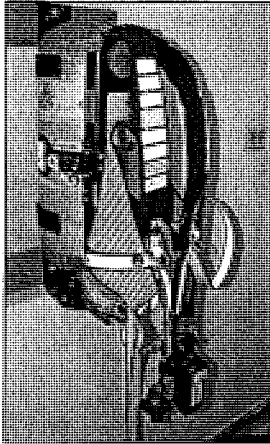
Through the CIP budget, the Fire Department hopes to continue to facilitate repairs and improvements to city fire stations in response to the aging of some facilities and increased service demands from others.

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



Fire Operations Highlights

Equipment Grants



The department was notified in December 2003 that it was awarded a FIRE Act grant in the amount of approximately \$140,000 for the replacement of its self-contained breathing apparatus (SCBA). This federal grant will require a local match of approximately \$50,000, which will come from the department's CIP budget. Overall, this grant will provide a significant savings to that budget. This is the third largest grant in the state for equipment, and the second time the ECFD has been successful in obtaining a FIRE Act grant. The department worked through a lengthy breathing apparatus evaluation program to assess the needs of the department now and in the future with the various vendors. A detailed specification was written for the new units, and the vendor chosen was

Bendlin Fire Equipment. The intent is to have the units purchased and in-service by the fall of 2004.

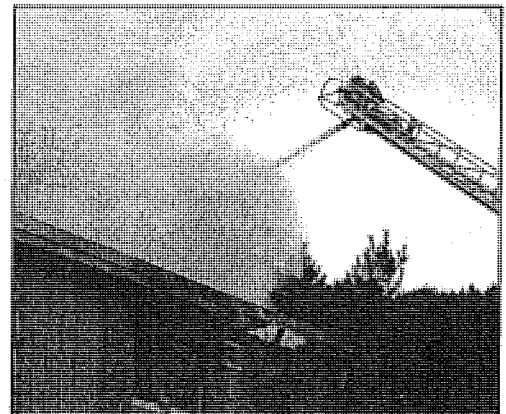
Bio-Terrorism Preparedness Committee

The Eau Claire County Bio-Terrorism Preparedness Committee continues to meet on a regular basis. While the actual activity level of the committee in terms of response preparedness has lessened with the completion of the response manual, there continues to be high activity levels on the national and state levels, as well as regional hospital preparation and exercise actions. The committee is a means to keep all parties advised as to these activities and allows us to be ready to respond to opportunities that may arise, as well as maintain our response preparedness efforts.

Records Management Upgrade

On January 1, 2003, a new dispatch and records management software system went live with full connectivity and data exchange between the Communications Center and Fire Department's records management system. This new software package is working to streamline and consolidate the operations to more efficiently serve the community.

It is the department's goal to initiate the implementation of the fire inspection modules for this integrated package in the third quarter of 2004. With this conversion to the new inspection program, the fully integrated information systems will be complete and operational.



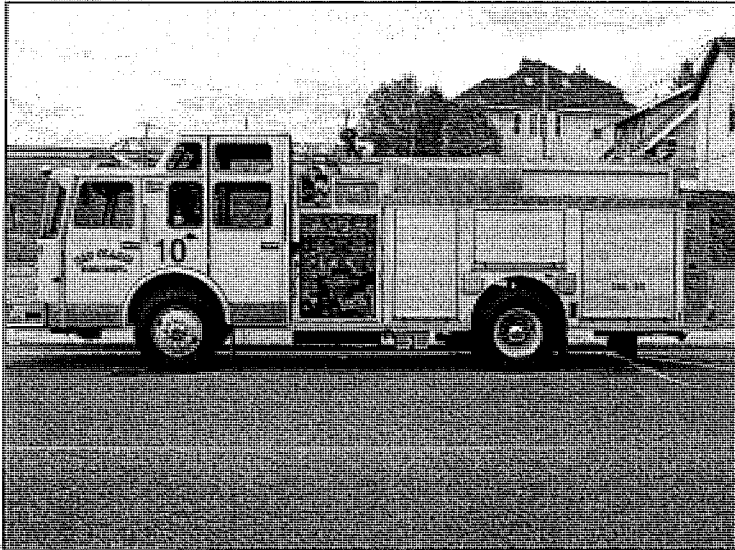
Homeland Security Training

The training division continues to prepare personnel for response issues related to homeland security. The following training topics were recently covered:

- Weapons of Mass Destruction Awareness. This training involved all department personnel and consisted of a general overview of a WMD incident. Subjects included the new age of terrorism, historical perspective of terrorism, hazard identification, chemical warfare agents, taking control, and terminating the event.
- Specialized Meter. Department personnel reviewed various detection equipment that we have procured over the year, primarily through grants. Being able to recognize a WMD incident is the first critical step in securing the scene and mitigating the incident.
- Review of department Standard Operating Guidelines on how the department responds to WMD incidents.
- Full-scale exercise of a simulated hazardous material spill involving WMD agents. Regional hazardous materials team members participated.

Equipment Replacement Schedule

The department continues to utilize the equipment replacement schedule that was developed. This long-range planning tool reflects the expected life span of equipment, along with the anticipated replacement date and cost. In June, Engine 10, one of the front-line engines that is 11 years old was sent to the Pierce Fire Apparatus refurbishing plant to have a complete revamp of the vehicle. The refurbish project involves a Darley Company pumper that was originally purchased in 1993. The department analyzes each vehicle annually and assesses at the ten-year mark whether the unit is a candidate for refurbishment. Personnel usually begin by looking



carefully at the obvious repair issues (e.g. paint, engine, and drive train condition), followed by in-depth analysis of the intricate fire pump, foam distribution system, and the electrical and lighting system. The goal is to run this vehicle for an additional eight to ten years.

Two Paramedic Students

The department committed to sending two department members to participate in the Chippewa Valley Technical College's paramedic curriculum. These two students will begin their

studies in September of 2004 and are scheduled to complete their schooling in mid-August 2005. They will then become part of the department's fire-based EMS system. The department will have a total of 33 trained paramedics and 61 emergency medical technicians.

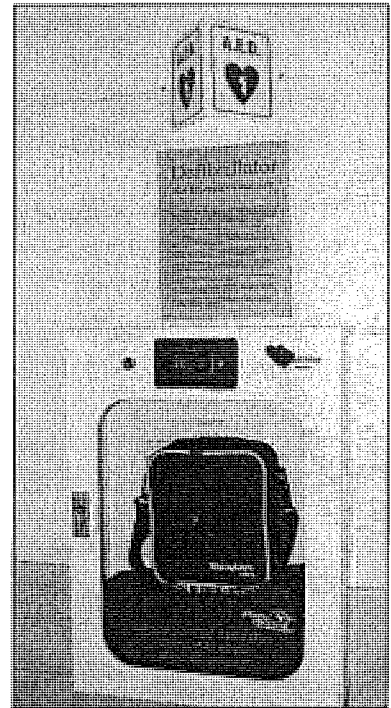
New Online EMT License Renewal Process

Beginning with the 2004-2006 biennium, the State of Wisconsin now offers a new online licensing system, EMSS, which allows service directors to process new licenses and renew existing licenses electronically for the first time. Deputy Chief Dave Gee and Battalion Chief Rick Merryfield received training in the functions of this new process and completed the required data entry requirements for all members of the Eau Claire Fire Department by the June 30 deadline.

Public Access Defibrillation

A highly publicized case involving the successful use of a Public Access Defibrillator to revive a coach at a local basketball game led to greatly renewed interest in Public Access Defibrillation programs in the Chippewa Valley. In the first six months of 2004, the Eau Claire Fire Department has aided several area organizations in acquiring the necessary equipment and training to bring these lifesaving devices into their facilities.

Defibrillators have now been placed in area public schools, the Eau Claire County Courthouse, the Eau Claire County Exposition Center, Eau Claire City Hall, the L.E. Phillips Senior Center, and the Eau Claire County airport, as well as several other area churches and businesses.



Inception of Non-Emergency Transport Service

Beginning in January 2004, the Eau Claire Fire Department began providing non-emergency, interfacility patient transports in the Eau Claire area. This provides a service needed in the community and also will increase the department's EMS revenues.

Chief Fuerbringer and Deputy Chief Gee met in January with the administration of area hospitals, clinics, and nursing homes to lay the groundwork for this new service.

Extensive training with the Eau Claire Communications Center, the hospitals, and all ECFD personnel followed. A new Non-Emergency Transport SOG (Standard Operating Guideline) was then formulated with input from the department's EMS Committee and Medical Director Donna Whitehouse.



New Rescue 10 Ambulance – Placed in Service in October 2003

EMS Council and Medical Control

The Eau Claire County EMS Council has begun meeting under its new structure. Under the revised County ordinance, the voting membership of the Council was reduced, with the first responder and law enforcement representatives no longer holding voting positions. The first responders continue to have representation, and their concerns are address at each meeting as an agenda item. Also, the City/County Health Department was invited to be an associate member as the value of their input was recognized.

The Council is now working to revise the Eau Claire County EMS Plan, which has not been updated since the mid-1990s. The County is currently seeking a medical control physician to oversee the 911 Communications Center's medical dispatch protocols; the County CPR Project, which includes the use of automatic external defibrillators (AED) in the County; and to serve as medical control for the first responders.

Dr. Donna Whitehouse is officially the fire department's new medical control physician. Dr. Whitehouse has met a number of times with administration and department paramedics and is off to an excellent start in helping us maintain our excellent service delivery and in improving our quality monitoring system.

Activities

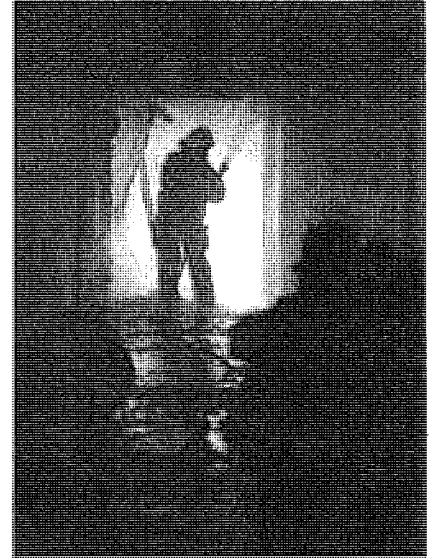
2003 Incidents

5,038 Total Incidents

- 3,908 Medical Responses (77.5%)
- 229 Fire/Rescue Responses (4.5%)
- 491 Automatic Alarm Responses (9.7%)
- 134 Hazardous Condition Responses (2.6%)
- 127 Service Call Responses (2.5%)
- 127 Good Intent Responses (2.5%)
- 22 Special Request Responses (0.4%)

Response Summation

- 4.6 Personnel – for Average Response
- 41.3 Minutes - Average length of EMS Response
- 4.6 Personnel - Utilized on Average EMS Response
- 54.24 Minutes - Average Length of Fire Response
- 8.63 Personnel - Utilized on Average Fire/Rescue Response



Incidents with loss exceeding \$50,000 were:

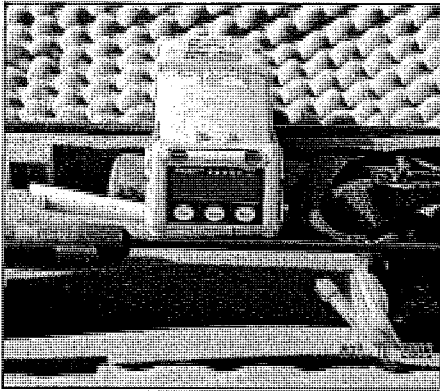
- 2831 Hendrickson Drive – Restaurant (\$600,000)
 - 2744 Birch Street – Multi-unit Apartment building (\$175,000)
 - 1606 Summit Street – 2 Family Dwelling (\$100,000)
 - 115 Illinois Street – single family home (\$75,000)
 - 800 Wisconsin Street – Manufacturing process (\$70,000)
 - 515 Franklin Street – single family home (\$60,000)
- Total Fire Loss for the year: \$1,447,280.00



Hazardous Materials Chemical Assessment Vehicle

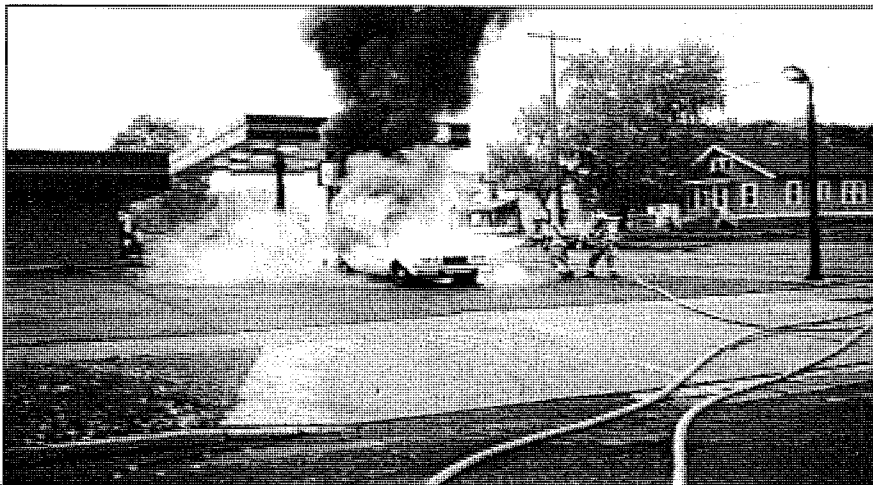


Engine 5



4-Gas Detection Meter

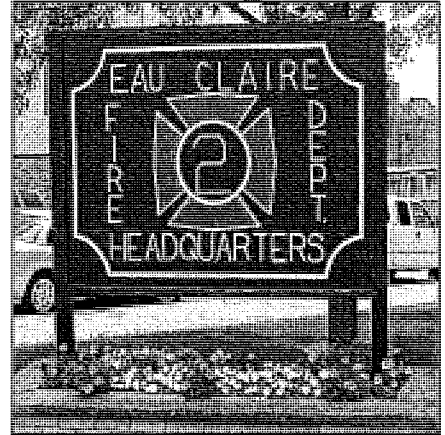
Station	Responses	Average Response Time
E2	1,166	3.42 Minutes
E5	981	3.46 Minutes
E6	594	4.24 Minutes
E8	420	5.03 Minutes
E9	684	4.46 Minutes
E10	649	4.09 Minutes
R5	1,744	4.01 Minutes
R9	996	5.01 Minutes
R10	1,345	4.12 Minutes
Average:		4.16 Minutes



Facilities

Station 2 - 216 South Dewey Street

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



Station 5 - 2500 Patton Street

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

Station 6 - 3020 Golf Road

- 3 Personnel per day
 - Fire Engine

Station 8 - 3510 Starr Avenue

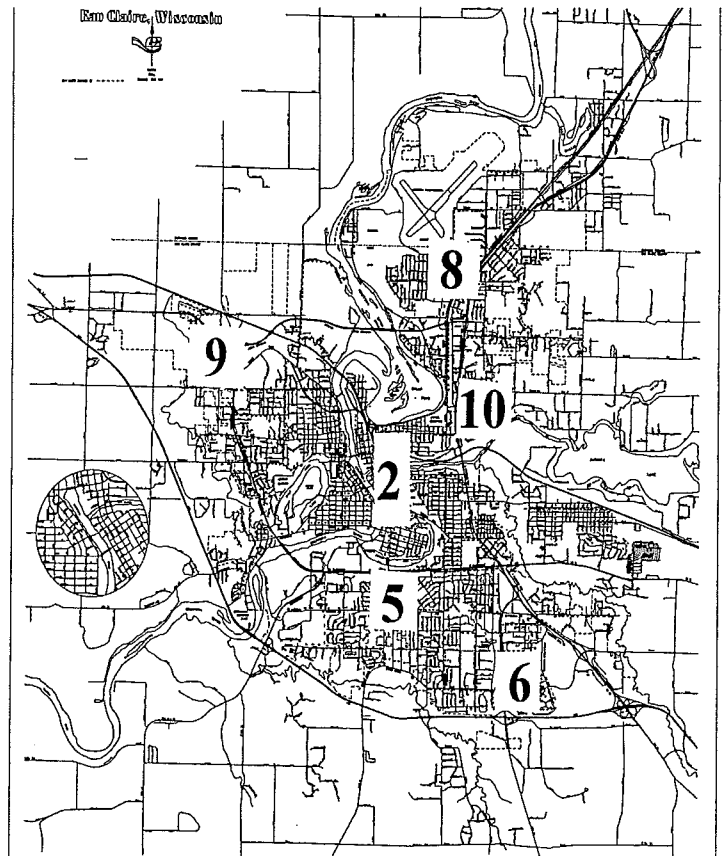
- 3 Personnel per day
 - Fire Engine
 - Water Rescue Boat

Station 9 - 3611 Campus Road

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

Station 10 - 559 North Hastings Way

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



Average of 27 Firefighters on duty daily

Total of 41,730 square feet of Fire Stations

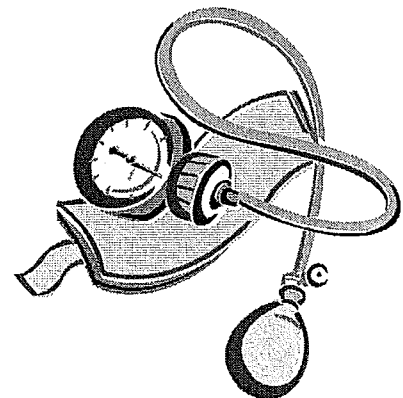
(Cleaning and light maintenance of Stations are performed by assigned personnel)

Emergency Medical Services

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



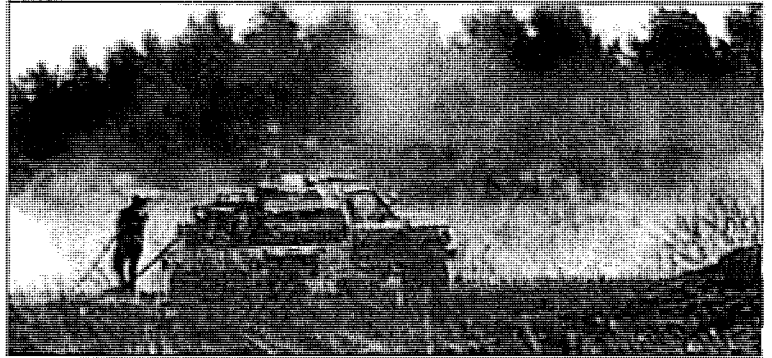
- Ongoing Commitment to Quality
 - Work with Medical Control Physician for Program Quality Assurance
 - Foster Good Relations With Local Hospital Officials
 - Work with Eau Claire County Emergency Medical Services Council for Program Planning
 - Maintain Quality Relationships with other Regional Emergency Medical Service Providers
- 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



Wildland Fire

Major Equipment

- Breathing Apparatus (\$3,500 per unit)
- Portable Radio (\$1,000 per unit)
- Ventilation Saw (\$1,700 per unit)
- Hose (\$500 per 100' of 5")
- Nozzles (\$350 per unit)
- Jaws of Life (\$8,000 per set)
- Ambulance Cot (\$3,600 per unit)
- Defibrillator (\$21,800 per unit)
- Hazardous Materials Suit (\$600 per suit)

Equipment Replacement



Personal Equipment

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

Total Cost: \$2,500 per Firefighter

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

Fire Inspection Highlights

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

Activities

Public Education

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

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

During 2003, the Eau Claire Fire Department delivered over 6,500 hours of public education.



"Keep the Wreath Green" Holiday Fire Prevention Campaign

Safety Town

In June 2004, the fire department took part in the first ever Safety Town. This program is geared to teaching children ages 4 to 7 years about being safe while playing. Topics covered were: stop, drop, and roll; calling 911; crawling low under smoke; and getting out to a safe meeting place and staying out. There were 35 participants between the two one-week programs. Each child received a bicycle safety helmet.



Safety Town Participants

School Prevention Programs

In September and October, the department conducts its fire prevention education programs for both public and private schools. The prevention programs consist of six separate programs for Pre-K, K, and 1st through 5th grades. Eleven personnel are required to administer these 1-½ hour programs. Each program has a time frame and a message that is specific to that age. In 2003, personnel administered these programs to approximately 4,900 students. The program for pre-K and K was Sparky's ABCs of fire safety. Grade 1 was presented with the Freddie Show. Freddie the Fire Truck and two firefighters talked about things around the house that could start a fire and things that could burn them. Grade 2 heard from two firefighters about the intense heat that can develop in a structure fire and how important it is to get down low and crawl through smoke. Grade 3 went outside to experience the fire safety house. The fire safety house was viewed by 801 students during the school year. Since the house was built in 1988, more than 50,000 children have been taught how to get out of a burning house safely. 4th grade students had been studying emergency medical problems with their teachers. Prevention personnel worked with the board of education to develop a program very similar to what they were studying, and department paramedics presented the program. The 5th grade program included a video from the American Red Cross on burn prevention and a safety talk by firefighters.

3rd Grade Poster Contest

The 3rd grade poster contest was a big hit again in 2003. The theme for Fire Prevention week was "When Fire Strikes: Get Out! Stay Out! For the contest, students are to draw a poster incorporating that specific prevention theme. There were over 450 entries from both public and private schools.

Keep the Wreath Green

The 2003 holiday season ended with six fires being recorded for this annual awareness program. This is an increase of four from the previous year.

Tours/Public Events

The department receives over 150 requests for services annually. These requests vary from giving tours of our facilities to staffing health fairs at local businesses. Tours have varied from groups of 4 to over 50.

Fire Safety Education for Businesses

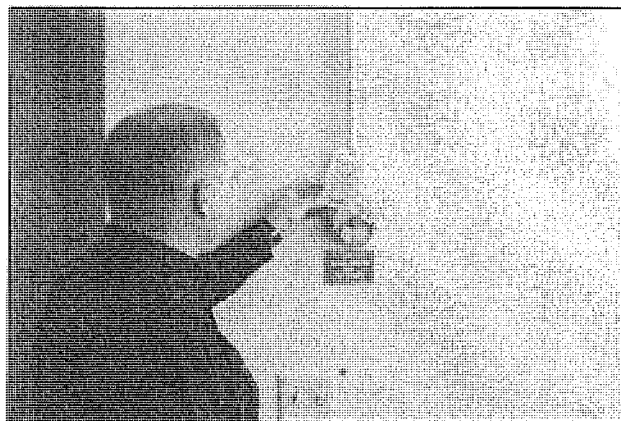
In 2003, the Fire Prevention Bureau trained over 20 area businesses in fire safety evacuation drills and fire extinguisher use. The number of employees at these businesses varied from 10 to 500. The training focused on the individual business's evacuation policy.

Career Valley Expo

In May 2004, the Prevention Division participated in an all-day event that exposed high school students to different careers. The Division partnered with the Chippewa Valley Technical College – Fire Science Program to bring a taste of firefighting to these young adults. Approximately 3,000 high school students throughout the Chippewa Valley took part in this 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. In 2003, the Eau Claire Fire Department conducted more than 5,900 company fire inspections to identify and to eliminate or reduce hazards that may contribute to a loss of life or property. Code enforcement is a proactive and cost effective approach to community fire protection. Through the State of Wisconsin's 2% dues program, the City of Eau Claire anticipates receiving over \$130,200 in 2004 for inspections conducted in 2003.



Firefighter Conducting a Fire Safety Inspection

Preplanning Businesses

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

Tank Inspections

The UST/AST inspection program serves to enforce the groundwater protection requirements of Comm 10. This is accomplished through the review of plans prior to the installation of an underground or aboveground storage tank system. Existing underground and aboveground storage tank systems are inspected annually for compliance with groundwater protection rules. In 2003, the Fire Inspection Division oversaw the installation of 3 tanks, the removal of 22 tanks, and the permit inspection of 80 tanks at 72 sites. The State contract provides annual revenue to the City in the \$20,000 to \$25,000 range.

In June, the department's underground/aboveground storage tank program was audited by the State of Wisconsin. The department passed its audit with some minor suggestions being made. Part of the new tank permit inspection program requires Internet reporting. The two tank inspectors participated in four hours of tank inspection training this spring.

Juvenile Fire Setters Program

Since the inception of the Juvenile Fire Setter program in 1996, the Eau Claire Fire Department has dealt with an average of 12 children per year. These children come to the Fire Prevention office as referrals from Juvenile Intake or their parents. In 2003, the division dealt with seven juveniles concerning fire starting. Six of the referrals were from Juvenile Intake, and the seventh was a referral from outside the City of Eau Claire because the child moved into Eau Claire after the fire setting event. Because the program is an educational program, it is based on the individual child's knowledge of fire. Some juveniles require additional meetings or referrals to outside agencies.

Fire Investigations

In 2003, Prevention personnel were requested to investigate 29 fires. Of these fires, 20 were structure related; 2 were vehicle; and 7 were grass or garbage fires. The nature of origin of the fires were: 11 accidental, 6 suspicious, 2 child with a lighter, 4 arson, and 6 undetermined. The Prevention Bureau is involved in an ongoing investigation with the Eau Claire County Sheriff's Office and Township Fire Department concerning the cause of some of the grass and garbage fires.

The total fire loss for 2003 was \$1,297,280. The top five fires in terms of fire loss were:

- 2831 Hendrickson Drive – restaurant (\$600,000)
- 2744 Birch Street – multi-unit apartment building (\$175,000)
- 1606 Summit Street – 2-family dwelling (\$100,000)
- 115 Illinois Street – single family home (\$75,000)
- 800 Wisconsin Street – manufacturing business (\$70,000)



Fire Inspector Investigating a Fire Scene

Facilities

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



Reception area of the Fire Inspection Division

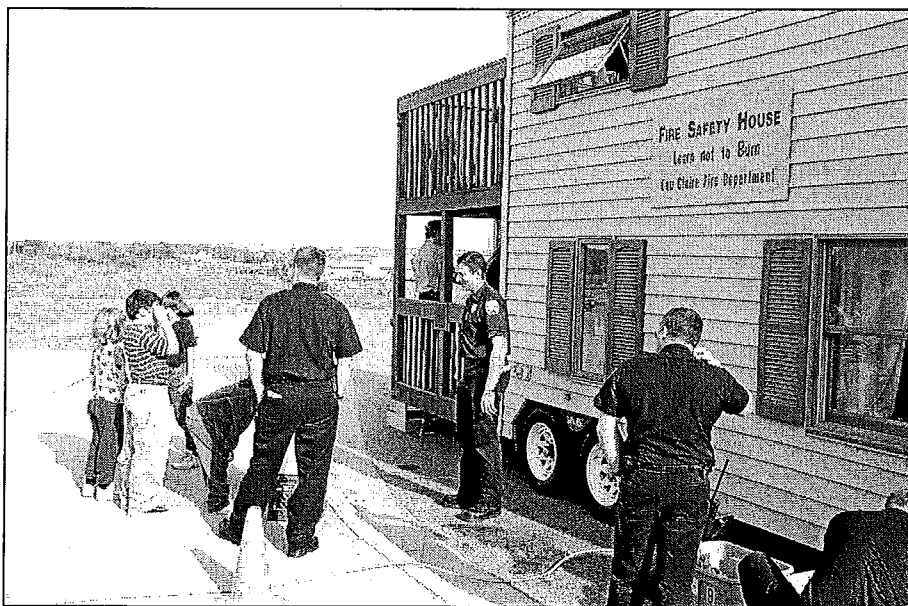
Equipment

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

Freddie the Fire Truck and Andy the Ambulance are mechanical robots that help deliver fire safety messages to our young children. Freddie has recently been refurbished to his original working condition and will serve the community for years to come.

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

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



Firefighters Showing Children the Fire Safety House

NON-DEPARTMENTAL

The Non-Departmental division includes several different programs that have citywide implications and are not identified with a particular department.

Personal services includes the health insurance costs for retirees. The insurance program provides for the cost of liability and property insurance for general operations and for mandatory payments of permanent disability due for work-related injuries.

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

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.

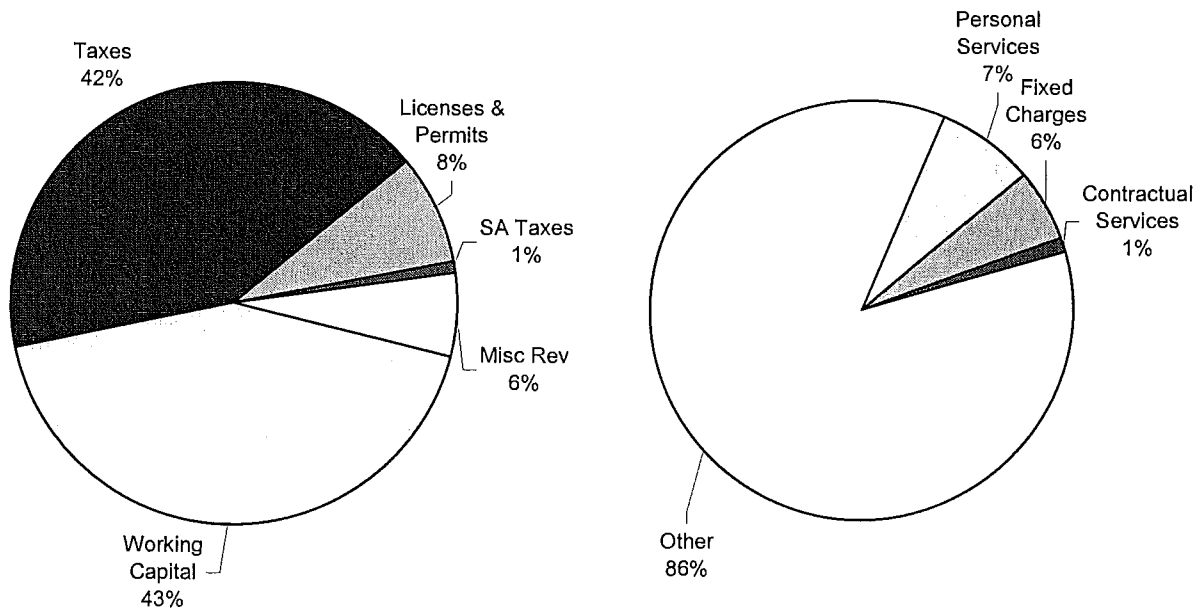
The General Fund makes operating and capital subsidies to various funds and to several enterprise funds that are not entirely self-supporting. General obligation debt requirements, supported by the tax levy, are included as a transfer to the Debt Service Fund. Transfers of available working capital to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

Activities

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

Overview of Revenues and Expenditures

	2003 <u>Actual</u>	2004 <u>Adopted Budget</u>	2005 <u>Proposed Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 659,438	\$ 584,000	\$ 659,000	13%
Special Assess. Taxes	200,479	80,000	65,000	-19%
Miscellaneous Revenue	633,830	505,400	497,600	-2%
Working Capital	0	3,398,600	3,466,000	2%
Gen. Purpose (tax) Rev.	<u>4,557,039</u>	<u>3,539,900</u>	<u>3,444,000</u>	-3%
Total Revenues	\$ <u>6,050,787</u>	\$ <u>8,107,900</u>	\$ <u>8,131,600</u>	0%
Expenditures				
Personal Services	\$ 533,221	\$ 650,000	\$ 602,800	-7%
Contractual Services	94,335	70,800	97,900	38%
Fixed Charges	98,071	808,400	448,100	-45%
Contributions & Other Payments	328,106	296,400	281,900	-5%
Other Financing Uses	<u>4,997,054</u>	<u>6,282,300</u>	<u>6,700,900</u>	7%
Total Expenditures	\$ <u>6,050,787</u>	\$ <u>8,107,900</u>	\$ <u>8,131,600</u>	0%



Budget Overview

REVENUES

LICENSES AND PERMITS

Television Franchise fees compensate the City for the use of City Streets, alleys, and other public rights of way for the operation off a cable television system. Per contract, Charter Communications pays 5% of gross revenue. The 2005 franchise fee is estimated at \$500,000 – a \$75,000 increase over 2004. Public-Education-Government (PEG) revenue is estimated at \$159,000 and is fully allocated to the Public Access Television Center.

SPECIAL ASSESSMENT TAXES

Special assessment revenue consists of miscellaneous charges for street lighting, weed control, and snow removal. The 2005 estimates have been decreased because special assessments related to street improvements are now reported directly in debt service.

EXPENDITURES

PERSONAL SERVICES AND CONTRACTUAL SERVICES

Included in these categories are retiree health insurance, pension cost for a limited number of employees and payments for the administration of the benefit plans. Retiree health insurance will decrease in 2005 as a result of the policy change to have employees & retirees pay a portion of their health insurance.

CONTRACTUAL SERVICES

This program includes a one-time increase of \$26,300 to fund the National Citizen Survey and a survey of Police and Fire wages.

FIXED CHARGES

Fixed Services includes property and liability insurance, disability payments, special assessments and a provision for interim payments for positions eliminated in the 2004 Budget Blueprint. Under the new health insurance policy, the city is no longer required to budget for employee health insurance deductibles

OTHER

This category includes transfers to the Capital Improvement Plan totaling \$2,315,000, a transfer to debt service in the amount of \$2,725,000, payments to Senior Central and Landmarks and operating transfers from General Fund to Transit, Hobbs, and the Municipal Pool. The payment to the Public Access Center consists of the PEG fees totaling \$159,000 and tax levy support of \$82,700 for a total contribution of \$241,700.

Expenditures by Division

Non-Departmental

	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6 Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Personal Services	\$ 533,221	\$ 650,000	\$ 261,949	\$ 650,000	\$ 602,800
Contractual Services	94,335	70,800	19,755	70,800	97,900
Fixed Charges	98,071	808,400	86,240	432,800	448,100
Contrib/Other Payments	328,106	296,400	171,107	296,400	281,900
Other	<u>4,997,054</u>	<u>6,282,300</u>	<u>-</u>	<u>6,240,000</u>	<u>6,700,900</u>
 Total Expenditures	 <u>\$ 6,050,787</u>	 <u>\$ 8,107,900</u>	 <u>\$ 539,050</u>	 <u>\$ 7,690,000</u>	 <u>\$ 8,131,600</u>

ORGANIZATIONAL SUPPORT

Public Access Center	\$ 82,700	Senior Central	\$ 35,700
PAC - PEG Fees	<u>159,000</u>	Landmarks Commission	4,500
Total PAC	<u>\$ 241,700</u>		

TRANSFERS AND SUBSIDIES

Debt Service	\$ 2,725,000	Transit Operations	\$ 820,400
Streets Capital Projects	1,000,000	Hobbs Ice Center Operations	77,200
Cemetery Fund	260,800	Hobbs Ice Center Capital	50,000
Parking Capital Projects	100,000	Fairfax Pool Operations	238,000
Land, Bldg., Equipment	970,000	Fairfax Pool Capital	45,000
Parks Capital Projects	150,000		

ECONOMIC DEVELOPMENT

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

Programs & Services

Community Committees and Boards

The Economic Development Division provides technical assistance and staffing to the following boards and committees:

- ◆ Gateway Industrial Park Corporation Board
- ◆ Eau Claire Area Economic Development Corporation
 - Board of Directors
 - Executive Committee
 - Business Committee
- ◆ Eau Claire Redevelopment Authority
- ◆ Clearwater Development Corporation
 - Board of Directors
 - Executive Committee
- ◆ Momentum Chippewa Valley
 - Business Development Committee
- ◆ Development Zone Board
- ◆ Revolving Loan Fund Board
- ◆ Eau Claire Area Chamber of Commerce
 - Work Force Committee
- ◆ National Technological University Board
- ◆ Economic Policy Advisory Committee
- ◆ Downtown Eau Claire, Inc.
 - Board of Directors
 - Executive Committee
 - Seven Associated Committees



MOMENTUM
CHIPPewa VALLEY



RDA



EPAC



RLF



Development
Zone

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

	<u>2003</u>		<u>2004</u>		<u>2004</u>		<u>2005</u>
	<u>Actual</u>		<u>Adopted</u>		<u>6-Month</u>	<u>2004</u>	<u>Budget</u>
					<u>Actual</u>	<u>Projection</u>	
Operating Budget							
Revenues and Other Financing Sources:							
Miscellaneous	\$ 209,721	\$	198,600	\$	91,822	\$ 204,100	\$ 198,600
Non-Operating Revenue	249,540		171,300		127,065	171,300	171,300
Other Financing Sources	<u>150,000</u>		<u>-</u>		<u>75,311</u>	<u>75,300</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>609,261</u>		<u>369,900</u>		<u>294,197</u>	<u>450,700</u>	<u>369,900</u>
Expenditures and Other Financing Uses:							
Personal Services	137,023		141,000		54,650	141,000	148,400
Contractual Services	26,332		75,900		15,326	73,900	75,000
Utilities	23,370		22,900		11,181	22,900	24,400
Fixed Charges	1,200		1,400		600	1,400	1,400
Materials & Supplies	1,351		2,600		2,808	4,600	2,600
Contributions & Other Payments	156,700		150,700		120,450	169,200	120,700
Capital Outlay	-		-		25,000	715,000	-
Other Financing Uses	<u>299,000</u>		<u>272,700</u>		<u>42,350</u>	<u>284,700</u>	<u>272,700</u>
Total Expenditures and Other Financing Uses	<u>644,975</u>		<u>667,200</u>		<u>272,365</u>	<u>1,412,700</u>	<u>645,200</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (35,714)</u>	<u>\$</u>	<u>(297,300)</u>	<u>\$</u>	<u>21,832</u>	<u>\$ (962,000)</u>	<u>\$ (275,300)</u>
Applied Reserve:							
Beginning Balance	\$ -	\$	-	\$	-	\$	-
Changes in Available Balances:							
From operations	(35,714)		(297,300)			(962,000)	(275,300)
Transfer (to) from reserve - Economic Development	<u>35,714</u>		<u>297,300</u>			<u>962,000</u>	<u>275,300</u>
Ending Balance	<u>\$ -</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>

Budget Overview

REVENUES

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

EXPENDITURES

CONTRACTUAL SERVICES

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

CONTRIBUTION & OTHER PAYMENTS

The Economic Development Fund provides support to the Eau Claire Area Economic Development Corporation, the Chippewa Valley Innovation Center, and Momentum Chippewa Valley. In accordance with the level of support outlined in the 2004 Budget Blueprint, the 2005 contributions have been reduced by 10% from the previous year. There was a one-time payment of \$12,000 in 2004 to provide loft grant funding to encourage downtown residential development.

OTHER FINANCING USES

Included in Other Financing Uses is support of \$72,700 for Downtown Eau Claire, Inc. and a \$200,000 transfer to the Parking Utility CIP to support a portion of the cost to construct a municipal parking lot in the North Barstow Redevelopment District.

Revenue Detail

Revenue Classification	Economic Development				
	2003	2004	2004	2004	2005
	<u>Actual</u>	<u>Budget</u>	<u>6-Month Actual</u>	<u>Projection</u>	<u>Budget</u>
MISCELLANEOUS					
Interest income	\$ 75,850	\$ 75,000	\$ 9,210	\$ 75,000	\$ 75,000
Other interest- Notes Receivable	56,024	45,000	35,512	45,000	45,000
Building rental	76,478	78,600	41,600	78,600	78,600
Other rental	-	-	-	-	-
Gifts & donations	-	-	5,500	5,500	-
Misc. reimbursements & refunds	1,369	-	-	-	-
Total miscellaneous	<u>209,721</u>	<u>198,600</u>	<u>91,822</u>	<u>204,100</u>	<u>198,600</u>
NON-OPERATING REVENUES					
Principal payment on loans	<u>249,540</u>	<u>171,300</u>	<u>127,065</u>	<u>171,300</u>	<u>171,300</u>
OTHER FINANCING SOURCES					
Transfer from General fund	150,000	-	-	-	-
Sale of capital assets	<u>-</u>	<u>-</u>	<u>75,311</u>	<u>75,300</u>	<u>-</u>
Total revenues and other financing sources	<u>\$ 609,261</u>	<u>\$ 369,900</u>	<u>\$ 294,197</u>	<u>\$ 450,700</u>	<u>\$ 369,900</u>

MISCELLANEOUS

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

Other Interest is earned from economic development loans.

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

Staffing

Economic Development

	2003	2004	2005
Economic Development Administrator	1.00	1.00	1.00
Business Assistance Specialist	1.00	-	-
Total FTE Positions	<u>2.00</u>	<u>1.00</u> *	<u>1.00</u>

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

* One-half of the cost of the Downtown Business Specialist from the Downtown Fund is charged to this fund. The FTE position is accounted for in the Downtown Fund as the position's primary fund.

Eau Claire Revolving Loan Fund Committee

Larry Accola	Royal Credit Union
David Adler	City Council Representative
D'Arcy Becker	University of Wisconsin Eau Claire
Margot Bouchard	Ameritech
Jerry Chasteen	Western Wisconsin Regional Planning Commission
Tim Giehll	EmpAct Software
Dave Hamberger	Citizens Community Federal CU
Janet Tolander	Stienessen-Schlegel & Company
Beverly Wickstrom	Richie, Wickstrom & Wach

Development Zone Advisory Board

Sharon Bessinger	Workforce Resource
Michael Cohen	Attorney
Ray Hughes	City Council Representative
Ed Losby	Imagineering
Bob Schraufnagel	Peregrine Systems

Operation Highlights

One-Stop Shop

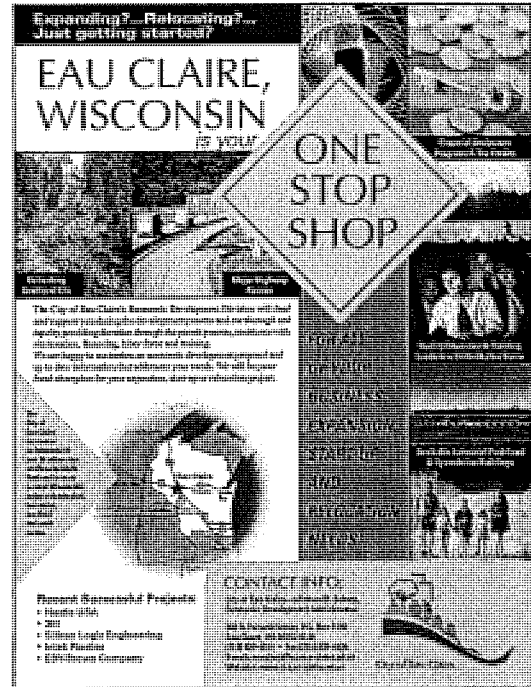
- ◆ Cut red tape
- ◆ Lead and support customers through the development process
- ◆ Direct customers through permit process
- ◆ Organize and attend meetings

Community Information

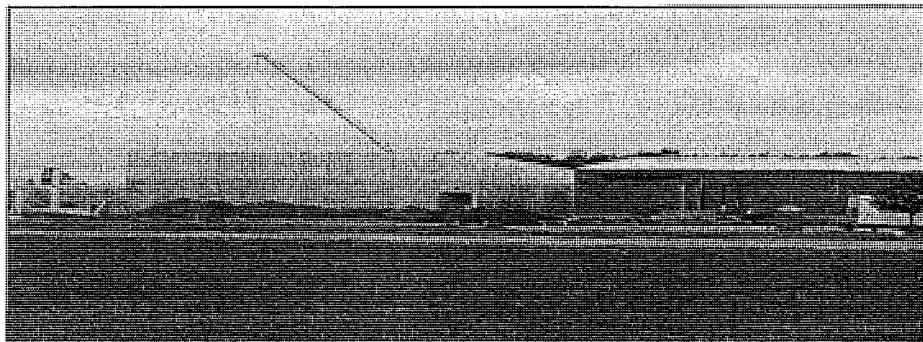
- ◆ Development statistics
- ◆ Demographics
- ◆ Maps
- ◆ Economic profiles
- ◆ Cost of living index
- ◆ Website development and maintenance

Infrastructure

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



Advertisement placed in local and national magazines



*Silver Spring Gardens new addition:
100,000 square feet*

Business Retention and Expansion

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

Marketing and Recruitment

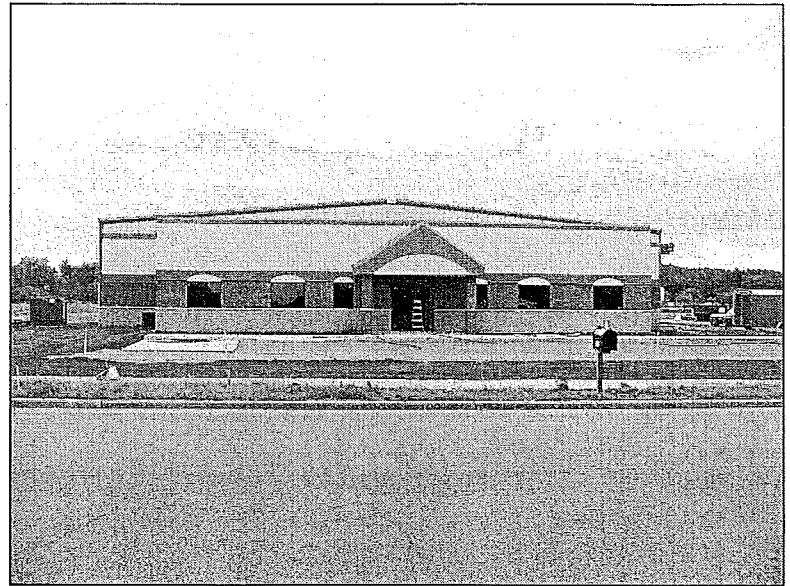
- ◆ Promotions
- ◆ Call trips
- ◆ Trade shows
- ◆ Proposals to prospects
- ◆ Presentations to community groups
- ◆ Site selection assistance

Education

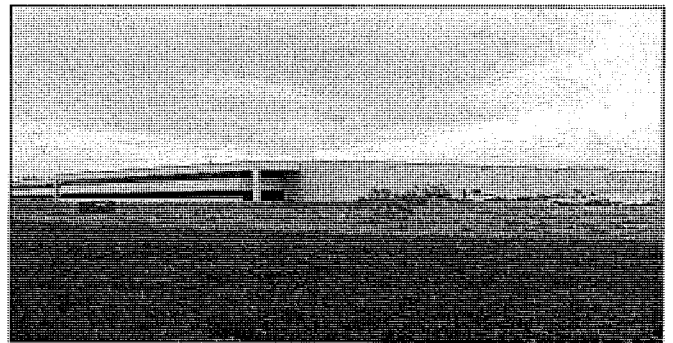
- ◆ Coordinate with local educational institutions
- ◆ National Technological University (NTU)
- ◆ Internships
- ◆ Retention of college graduates

Financing

- ◆ Economic Development Loan Fund (EDF)
 - 48 loans in the amount of \$9,145,002
(Includes Gateway and Clearwater loans)
 - 1,100 jobs created & saved
- ◆ Development Zone Program
 - 39 businesses certified in the amount of \$1,956,500
 - 700+ jobs created & saved



*Accu-Tech: new building
located in Sky Park*



*Hutchinson Technology: currently finishing off
250,000 square feet to be used for production*

- Revolving Loan Fund (RLF)
 - 28 loans in the amount of \$1,239,100
 - 290 jobs created & saved
- ◆ Façade & Downtown Loan Pools (EDF)
 - 8 loans in the amount of \$579,050
 - 14 façade loans in the amount of \$39,717
 - 78 jobs created & saved

City Funding for Development Organizations

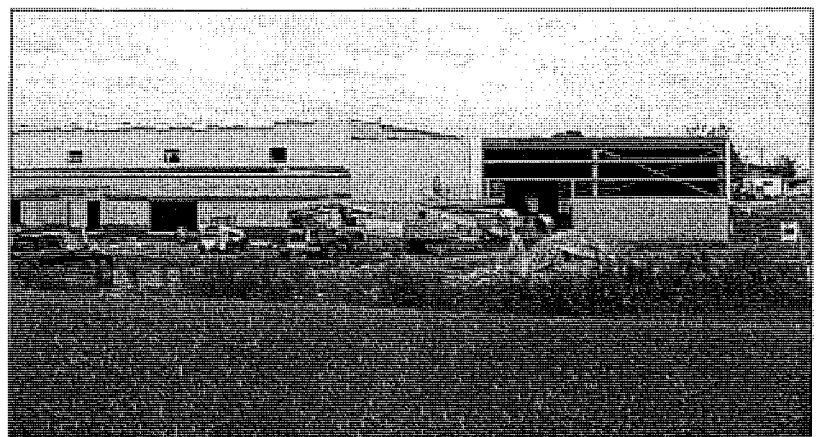
The City of Eau Claire has many partners in Economic Development and the city provides significant funding to the following organizations:

	<u>2004</u> <u>Support</u>	<u>2005</u> <u>Support</u>
Eau Claire Area Economic Development Corporation	\$103,500	\$92,000
Downtown Partners	72,700	72,700
Momentum Chippewa Valley	21,700	16,700
Eau Claire Innovation Center ^(A)	13,500	12,000

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



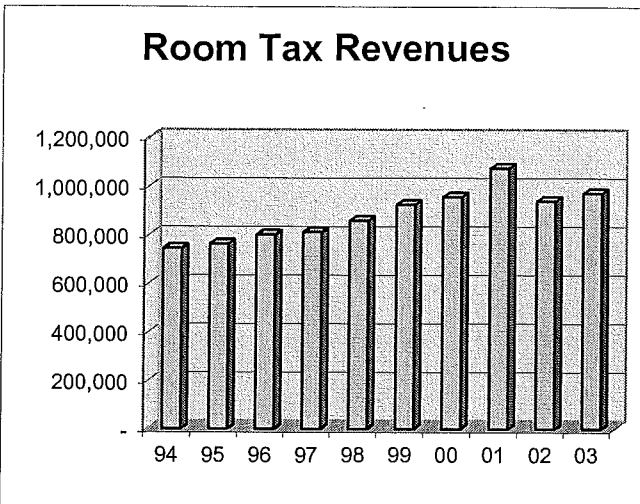
*Buffalo Wild Wings:
new commercial development*



*Stansfield Vending, Inc.: new
construction on Prairie Lane*

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.



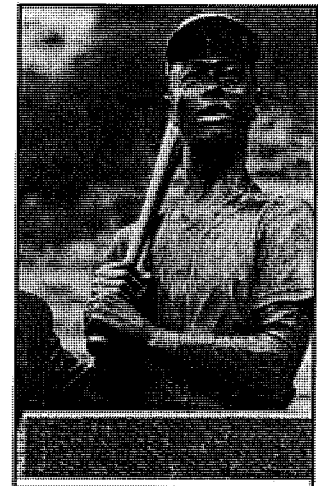
ROOM TAX REVENUES

1994	\$744,199
1995	761,871
1996	799,900
1997	810,639
1998	858,674
1999	924,104
2000	956,238
2001	1,073,823 *
2002	938,691
2003	971,468

*includes a one-time revenue adjustment to convert to the accrual method of recognizing revenues

OUTSIDE ORGANIZATIONS THAT HAVE RECEIVED FUNDING

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



*Statue of Hank Aaron
in Carson Park
Baseball Stadium*

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

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 971,468	\$ 950,000	\$ 323,611	\$ 950,000	\$ 980,000
Miscellaneous	5,110	0	-	0	-
Non-Operating Revenue	5,000	5,000	2,500	5,000	5,000
Total Revenues and Other Financing Sources	981,578	955,000	326,111	955,000	985,000
Expenditures and Other Financing Uses:					
Contractual Services	1,902	3,000	1,582	3,000	8,100
Contributions & Other Payments	736,200	712,600	444,867	726,200	721,100
Other Financing Uses	331,500	294,900	-	281,300	235,000
Total Expenditures and Other Financing Uses	1,069,602	1,010,500	446,449	1,010,500	964,200
Excess (Deficiency) of Funding Sources Over Uses	\$ (88,024)	\$ (55,500)	\$ (120,338)	\$ (55,500)	\$ 20,800
Working Capital/Available Fund Balance					
Beginning Balance	\$ 88,045	\$ -		\$ 21	\$ 21
Changes in Available Balances:					
P & R Capital Projects Reduction		55,500		55,500	-
Res equity transfer out		-		-	-
From operations	(88,024)	(55,500)		(55,500)	20,800
Ending Balance	\$ 21	\$ -		\$ 21	\$ 20,821

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 \$980,000 in 2005. Room tax funds are completely distributed each year. Excess revenues, if any, are carried forward to fund next year's contributions.

EXPENDITURES**CONTRACTUAL SERVICES**

Included in this category is a \$700 appropriation for the audit and \$2,400 for the lease of computer software. A grand opening celebration is planned for Phoenix Park. Seed money of \$5,000 for the event is included in the 2005 budget.

CONTRIBUTIONS & OTHER PAYMENTS

An agreement with the Convention and Visitors Bureau allocates 54.4% of estimated room tax revenues to the Bureau. Contributions to other agencies have been reduced by 10% as proposed in the 2004 Budget Blueprint.

◆ Regional Arts Council	\$ 90,800
◆ Chippewa Valley Symphony	2,800
◆ Chippewa Valley Theatre Guild	1,500
◆ Chippewa Valley Chamber Orchestra	2,800
◆ Chippewa Valley Museum	47,800
◆ Paul Bunyan Camp	36,200
◆ Convention & Visitors Bureau	533,100
◆ Community Beautification	1,600
◆ Eau Claire Children's Museum	4,500
◆ Grand Opening – Phoenix Park	5,000
◆ Audit / Computer Charges	3,100
◆ Transfer to Hobbs	50,000
◆ Transfer to General Fund	35,000
◆ Transfer to Parks & Recreation CIP	<u>150,000</u>
Total	<u>\$964,200</u>

Revenue Detail

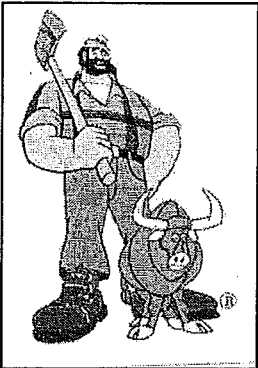
Revenue Classification	Community Enhancement				
	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
TAXES					
Room tax funds	\$ 971,468	\$ 950,000	\$ 323,611	\$ 950,000	\$ 980,000
MISCELLANEOUS					
Interest income & misc. reimbursements	5,110	-	-	-	-
NON-OPERATING REVENUE					
Principal payment from loans	5,000	5,000	2,500	5,000	5,000
Total revenues	<u>\$ 981,578</u>	<u>\$ 955,000</u>	<u>\$ 326,111</u>	<u>\$ 955,000</u>	<u>\$ 985,000</u>

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 multimedia “object theater” Chippewa Valley Potluck. The Museum contributes directly to regional efforts to increase tourism as an economic sector. In 2002, 27,000 visitors came to the Museum, Schlegelmilch House or an off-site event.

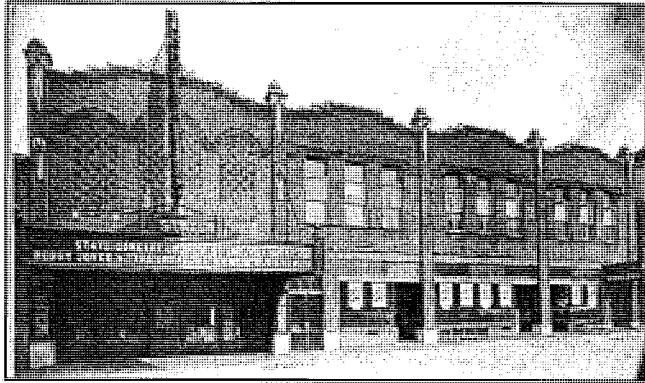


Paul Bunyan Logging Camp

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 number of 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 “The Big Cut Room” that depicts the life cycle of Wisconsin’s forests. Concrete sidewalks were poured adding handicapped access and a new rubber roof was put on the cook shanty / bunkhouse.

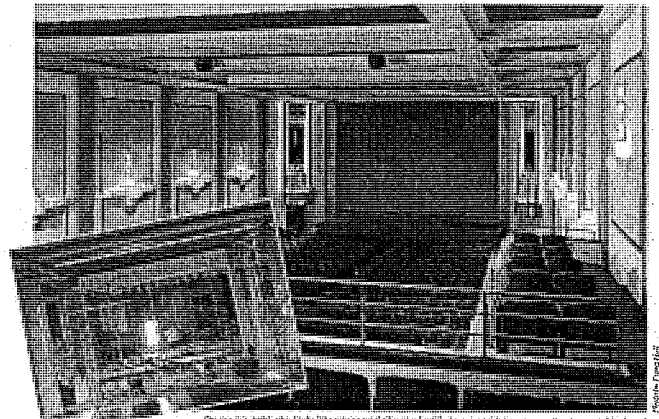


State Theatre Building 1926

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

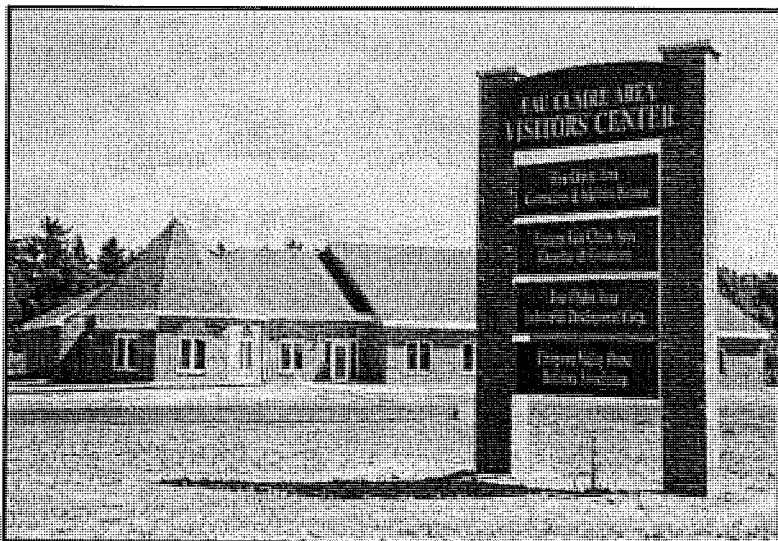
Regional Arts Council

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



Historic Renovation

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



Convention & Visitors Bureau

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

- Mission Statement -

DOWNTOWN FUND / DECI

The Downtown Fund is the day-to-day operating fund for Downtown Eau Claire, Inc. (DECI). DECI is the lead organization for issues related to downtown Eau Claire. Created in 2002, the purpose of Downtown Eau Claire, Inc. is to carry out the recommendations of HyettPalma's *Downtown Action Agenda 2001*. The organization is governed by a board consisting of representatives from various parts of the community including BIDs, government, neighborhoods, downtown business owners, and property owners. The organization is comprised of eighteen members and is staffed by 1.5 City of Eau Claire employees who report to the City's Economic Development Administrator.

In January 2004, the board identified five strategic issues for 2005. They include:

- Support the YMCA expansion downtown
- Secure stable funding for DECI
- Foster further development along the riverfront, in conjunction with acquiring riverfront property for future development
- Keep Lehman Drug and the Post Office downtown
- Implement monthly program to get positive news stories about the downtown

Programs & Services

Community Committees

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

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

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

	<u>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Non-Operating Revenue	\$ 142,112	\$ 97,700	\$ 54,850	\$ 109,700	\$ 97,700
Total Revenues and Other Financing Sources	<u>142,112</u>	<u>97,700</u>	<u>54,850</u>	<u>109,700</u>	<u>97,700</u>
Expenditures and Other Financing Uses:					
Personal Services	86,910	89,700	28,985	89,700	85,900
Contractual Services	31,627	20,100	6,761	19,900	20,500
Utilities	155	200	58	200	200
Fixed Charges	1,995	2,100	2,247	2,300	2,100
Materials & Supplies	10,053	4,100	896	4,100	4,200
Contributions & Other Payments	-	-	-	12,000	-
Total Expenditures and Other Financing Uses	<u>130,740</u>	<u>116,200</u>	<u>38,946</u>	<u>128,200</u>	<u>112,900</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 11,372</u>	<u>\$ (18,500)</u>	<u>\$ 15,904</u>	<u>\$ (18,500)</u>	<u>\$ (15,200)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 23,350	\$ 25,450	\$	\$ 34,722	\$ 16,222
Changes in Available Balances:					
From operations	<u>11,372</u>	<u>(18,500)</u>		<u>(18,500)</u>	<u>(15,200)</u>
Ending Balance	<u>\$ 34,722</u>	<u>\$ 6,950</u>	\$	<u>\$ 16,222</u>	<u>\$ 1,022</u>

Budget Overview

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

In 2005, the Downtown Fund proposed support is funded by \$72,700 from the Economic Development Fund, \$25,000 from the Downtown BID and \$15,200 from fund balance.

Angelo's Ristortante, located at 101 Graham Avenue, celebrated its opening in July 2004.



Harmon Solutions Group, located at 404 S Barstow Street, celebrated its opening in July 2004.

Revenue Detail

Revenue Classification	Downtown Fund				
	2003 Actual	2004 Budget	2004 6-Month Actual	2004 Projection	2005 Budget
MISCELLANEOUS					
Gifts and donations	\$ 18,112	\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES					
Transfer from Economic Development	99,000	72,700	42,350	84,700	72,700
Transfer from BID 1	<u>25,000</u>	<u>25,000</u>	<u>12,500</u>	<u>25,000</u>	<u>25,000</u>
Total revenues	\$ <u>142,112</u>	\$ <u>97,700</u>	\$ <u>54,850</u>	\$ <u>109,700</u>	\$ <u>97,700</u>

Staffing

	2003	2004	2005
Business Assistance Specialist	-	-	1.00
Development Specialist	1.00	1.00	-
Communications & Promotions Coordinator	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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.

* One-half of the cost of the Business Assistance Specialist is charged to the Economic Development fund. The FTE position is accounted for in this fund as the position's primary fund.

**Downtown Eau Claire, Inc. Board of
Directors**

Name	Representing
Marlene Arntson	Randall Park Neighborhood
Toby Biegel	Eau Claire City Council
Stan Carpenter	Third Ward Neighborhood
John Dickey	Luther/Midelfort
Marty Fisher-Blakeley	West Grand Ave BID
Dave FitzGerald	Redevelopment Authority
Debbie Foster	Downtown BID
Charlie Grossklaus	Royal Credit Union
Mike Huggins	Assistant City Manager
Dennis Jenson	Eau Claire County
Robert Krause	C-Tech Computer Outlet
Thomas Larson	Larson Properties
Teresa O'Halloran	Garvey Anderson Law Firm
Peter Provost	Eau Claire Regional Arts Council
Paula Stolp	Third Ward Neighborhood
Bernie Trettin	North River Fronts Neighborhood
Ken Van Es	Eau Claire YMCA
Howard White	Eau Claire City Council

Operation Highlights

Downtown Information

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

Infrastructure

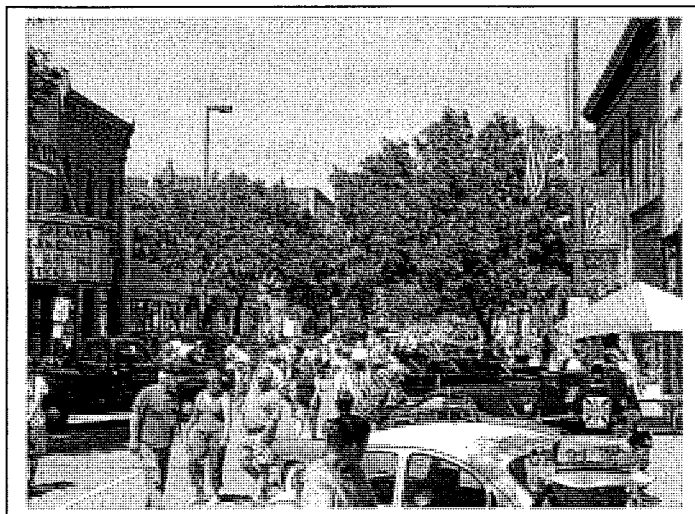
- ◆ Land and buildings inventory (sites)
- ◆ Downtown vacancy database
- ◆ Housing comparison study

Business Retention and Expansion

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

Marketing and Recruitment

- ◆ Promotions
- ◆ Newsletter
- ◆ Proposals to prospects
- ◆ Presentations to community groups
- ◆ Site selection assistance
- ◆ Downtown festivals and events
- ◆ Networking events
- ◆ Cooperative marketing
- ◆ Ribbon cutting celebrations



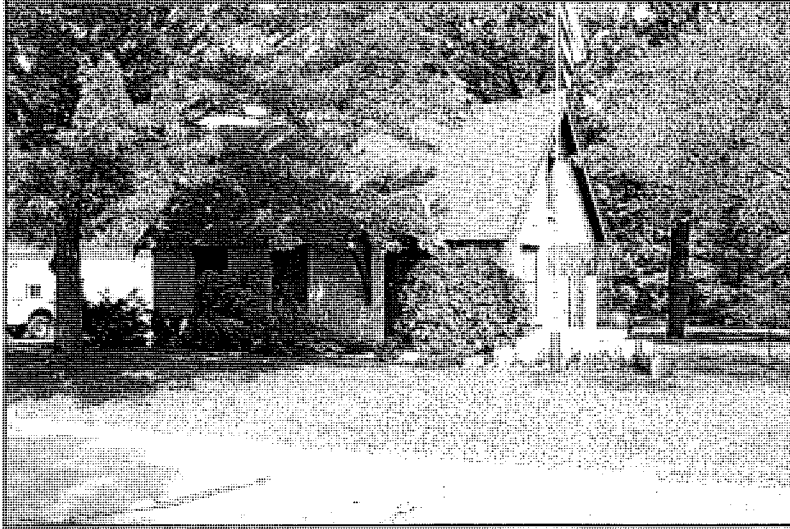
Summerfest, a three-day celebration, is coordinated by DECI and held in July.



International Fall Festival is held in September and coordinated by DECI.

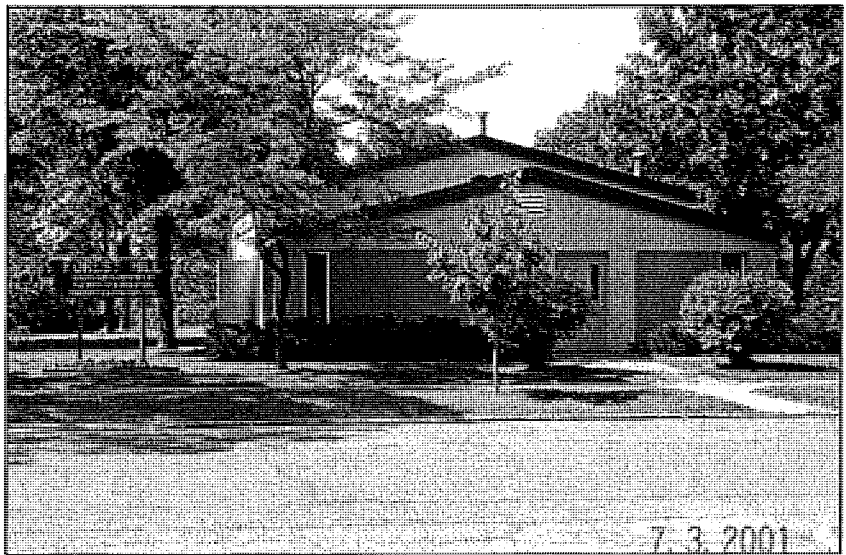
CEMETERY MAINTENANCE

Programs & Services



*Lakeview Cemetery
Office Building*

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



*Forest Hill Cemetery Maintenance
Building*

Overview of Revenues and Expenditures

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Licenses & Permits	\$ 86,717	\$ 91,100	\$ 47,196	\$ 91,100	\$ 96,600
Charges for Services	52,725	61,900	34,211	61,900	62,400
Miscellaneous	143	1,000	220	1,000	-
Other Financing Sources	<u>312,527</u>	<u>244,400</u>	<u>-</u>	<u>244,400</u>	<u>260,800</u>
Total Revenues and Other Financing Sources	<u>452,112</u>	<u>398,400</u>	<u>81,627</u>	<u>398,400</u>	<u>419,800</u>
Expenditures and Other Financing Uses:					
Personal Services	360,070	302,900	138,526	302,900	317,300
Contractual Services	52,202	52,500	24,914	52,500	58,000
Utilities	16,019	16,800	4,321	16,800	17,100
Fixed Charges	6,100	6,100	3,050	6,100	6,100
Materials & Supplies	<u>17,721</u>	<u>20,100</u>	<u>7,824</u>	<u>20,100</u>	<u>21,300</u>
Total Expenditures and Other Financing Uses	<u>452,112</u>	<u>398,400</u>	<u>178,636</u>	<u>398,400</u>	<u>419,800</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (97,009)</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -		\$ -	\$ -
Changes in Available Balances:					
From operations	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ -</u>

Budget Overview

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. Burial fees will be increased in 2005. The General fund subsidy for cemetery operations is estimated at \$260,800.

EXPENDITURES

PERSONNEL SERVICES

The cemeteries are under the direction of the City Forester. This division is staffed with two assistant sextons, a semi-skilled laborer, and six seasonal laborers.

CONTRACTUAL SERVICES

An equipment rental fee of \$39,200 for mowers, pugs, and pick-up trucks is the largest expense in this category.

UTILITIES

Water service to maintain the lawn in the cemeteries is budgeted at \$9,600 and remains the largest of the utility costs. This appropriation continues to increase as new areas of each cemetery are opened.

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 replacement of six string trimmers and the acquisition of a portable air compressor were approved in the 2005 budget.

Revenue Detail

Revenue Classification	Cemetery Maintenance				
	2003 Actual	2004 Budget	2004 6-Month Actual	2004 Projection	2005 Budget
LICENSES & PERMITS					
Vault & burial permits	\$ 86,717	\$ 91,100	\$ 47,196	\$ 91,100	\$ 96,600
CHARGES FOR SERVICES					
Sale of lots	40,780	52,500	31,700	52,500	53,000
Columbarium sales	7,125	5,100	1,050	5,100	5,100
Reconveyance of lots	450	-	420	-	-
Other cemetery charges	4,370	4,300	1,041	4,300	4,300
Total charges for services	52,725	61,900	34,211	61,900	62,400
MISCELLANEOUS					
Interest income	-	1,000	220	1,000	-
Gifts and donations	143	-	-	-	-
OTHER FINANCING SOURCES					
Transfer from General fund	312,527	244,400	-	244,400	260,800
Total revenues and other financing sources	\$ 452,112	\$ 398,400	\$ 81,627	\$ 398,400	\$ 419,800

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.

OTHER FINANCING SOURCES

The **Transfer from General Fund** provides the funding necessary in excess of revenue to meet the operating costs.

Staffing

Cemetery Maintenance

	2003	2004	2005
Assistant Sexton	2.00	2.00	2.00
Semi-Skilled Worker	<u>2.00</u>	<u>1.00</u>	<u>1.00</u>
 Total FTE Positions	 <u><u>4.00</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:

- 20% of the City Forester's time is charged to the Cemetery Fund.



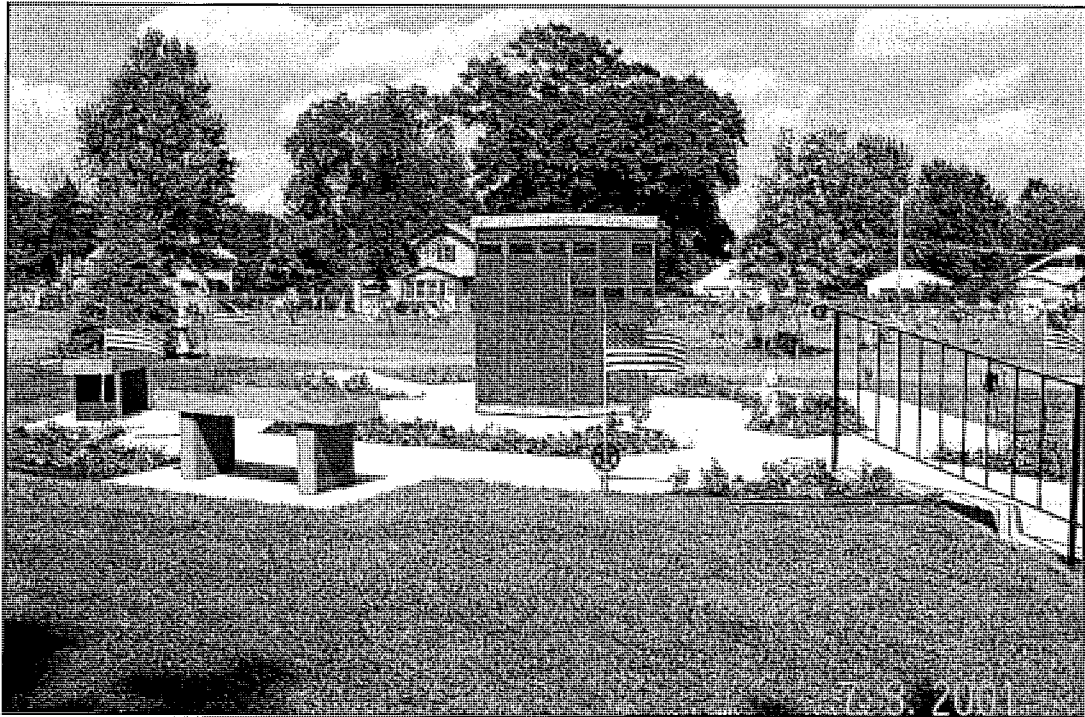
Preparing a burial site

Operation Highlights

4,000 new gravesites at Lakeview Cemetery are open for sale.



Lakeview Cemetery

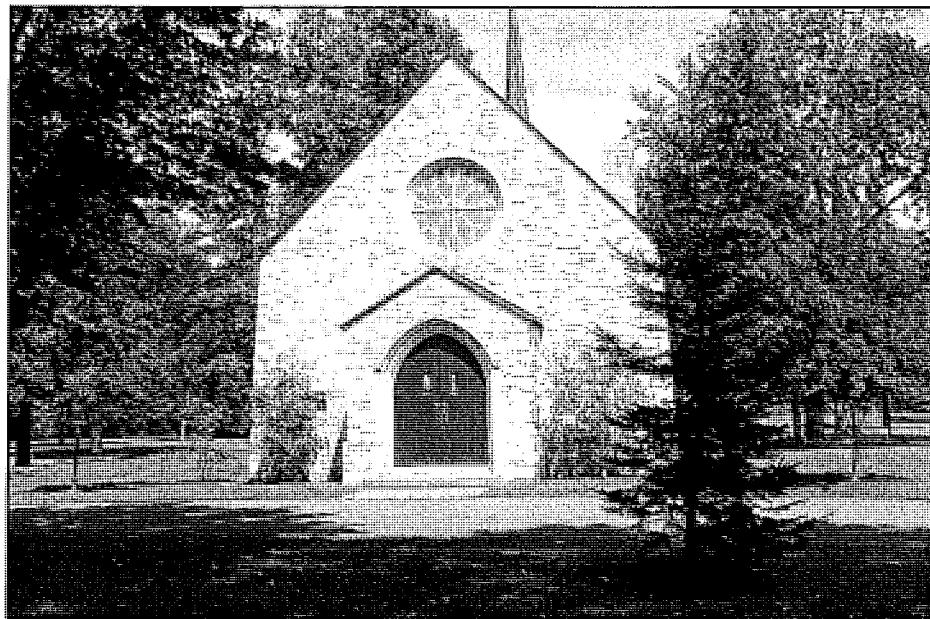


Columbarium at Forest Hill Cemetery

Activities

Services provided by the Cemetery Division included the following:

- ◆ Cemetery lot sales – average approximately 100/year
- ◆ Grave opening and closing, approximately 200/year
- ◆ Maintenance of cemetery records – currently in the process of computerizing all records
- ◆ Coordinating burials with funeral directors
- ◆ Coordinating monument companies
- ◆ Providing information to and working with the family of a deceased relative
- ◆ Providing information to individuals performing genealogical studies
- ◆ Mowing and trimming of 105 acres of land
- ◆ Watering turf, trees, and flowers
- ◆ Pesticide and fertilizer applications
- ◆ Gravel road maintenance
- ◆ Putting out veteran's flags
- ◆ Snow removal from roads, sidewalks, and burial sites, as necessary
- ◆ Sanding of roads and sidewalks
- ◆ Restoring grade on sunken graves
- ◆ Maintenance of waterlines and faucets



Chapel at Lakeview Cemetery

Facilities

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



Columbarium at Forest Hill Cemetery

Equipment



Maintenance Staff mowing Cemetery grounds

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

HAZARDOUS MATERIALS RESPONSE



Clandestine Drug Laboratory Breakdown Exercise

Programs & Services

- ◆ Contracted with the State of Wisconsin to deliver regionalized Level “A” Hazardous Material Response.
- ◆ City of Eau Claire tax dollars were not used to develop or operate the team. The State of Wisconsin supplies funding.
- ◆ The team provides Hazardous Materials Response to 14 counties in West-Central Wisconsin.
- ◆ Joint Hazardous Materials team operations between Eau Claire Fire Rescue and the Chippewa Falls Fire Department.
- ◆ Contracted with the Rice Lake Fire Department and River Falls Fire Department for their departments to serve as designated CATs (Chemical Assessment Team) as adjuncts of the regional hazardous materials team.

Overview of Revenues and Expenditures

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Intergovernmental	\$ 242,863	\$ 189,100	\$ -	\$ 196,500	\$ 180,100
Charges for Services	604	3,000	847	3,000	3,000
Miscellaneous	4,590	3,500	420	3,500	3,500
Total Revenues and Other Financing Sources	<u>248,056</u>	<u>195,600</u>	<u>1,267</u>	<u>203,000</u>	<u>186,600</u>
Expenditures and Other Financing Uses:					
Personal Services	53,386	43,300	25,467	43,300	43,200
Contractual Services	13,069	30,400	12,800	30,400	27,300
Utilities	575	2,900	272	2,900	2,000
Fixed Charges	-	15,800	-	15,800	16,100
Materials & Supplies	48,032	77,500	6,216	71,200	32,200
Contributions & Other Payments	84,608	73,000	25,718	73,000	74,500
Capital Outlay	69,570	-	6,300	6,300	47,000
Other Financing Uses	30,232	-	-	-	200,000
Total Expenditures and Other Financing Uses	<u>299,471</u>	<u>242,900</u>	<u>76,774</u>	<u>242,900</u>	<u>442,300</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (51,415)</u>	<u>\$ (47,300)</u>	<u>\$ (75,507)</u>	<u>\$ (39,900)</u>	<u>\$ (255,700)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 358,807	\$ 296,207		\$ 307,392	\$ 267,492
Changes in Available Balances:					
From operations	<u>(51,415)</u>	<u>(47,300)</u>		<u>(39,900)</u>	<u>(255,700)</u>
Ending Balance	<u>\$ 307,392</u>	<u>\$ 248,907</u>		<u>\$ 267,492</u>	<u>\$ 11,792</u>

Budget Overview

REVENUE

The current state contract for Regional Hazardous Materials response will expire on June 30, 2005. Negotiations to extend the contract will begin the first of the year.

EXPENDITURES

PERSONAL SERVICES

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

EQUIPMENT PURCHASES

Using grant money obtained from Wisconsin Emergency Management, two sophisticated air-monitoring meters were purchased in 2004. These meters can be programmed to detect many gases but primarily detect four gases commonly encountered in emergency situations. These meters are equipped with GPS (Global Positioning System) transmitters that will transmit their locations to a laptop computer while at the same time transmitting meter readings back to the host. The laptop incorporates a mapping program that displays the meter's location on the screen, as well as the concentration levels of the gases.

A satellite receiver was installed on Squad One that will provide a vital link to other regional teams and resources. While some of the response area has spotty cell phone coverage, the satellite system provides access to the Internet and a communication link in virtually any location throughout the state. All but two regional teams now have the system, and the remaining two are planning to install the system in 2005. The funding for this system and the service came from a grant that the State Lab of Hygiene wrote to enable infrared spectral scans to be sent to the lab for further analysis, as well as providing a vital communication link to regional teams operating in the field.

Additional equipment purchased with 2004 grant funds includes decon and level A entry suits, Drager tubes, premixed decontamination solutions, Pelican equipment cases for loose equipment storage, a replacement printer for the CAT vehicle, meter sensors, and miscellaneous equipment for maintenance of equipment and services.

HazMat Level "A" funding of \$200,000 will be transferred to Central Equipment to replace the 1996 International HazMat truck.

Staffing

40 Personnel are assigned to the Team

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

Revenue Detail

Hazardous Materials Response

<u>Revenue Classification</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 6-Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
INTERGOVERNMENTAL REVENUES					
Federal aid	\$ 62,794	\$ -	\$ -	\$ 12,100	\$ -
State aid	180,069	189,100	-	180,100	180,100
EC County- Other	-	-	-	4,300	-
Total intergovernmental revenues	242,863	189,100	-	196,500	180,100
CHARGES FOR SERVICES					
Hazardous response charges	604	3,000	847	3,000	3,000
MISCELLANEOUS					
Interest income	4,590	3,500	420	3,500	3,500
Total revenues	\$ 248,056	\$ 195,600	\$ 1,267	\$ 203,000	\$ 186,600

INTERGOVERNMENTAL REVENUES

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

CHARGES FOR SERVICES

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

Equipment

Response Team Equipment

Eau Claire

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

Chippewa Falls

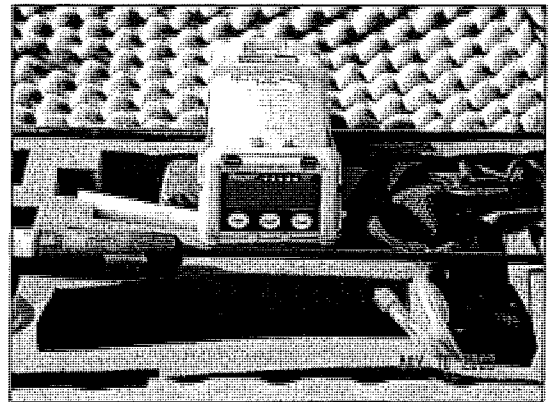
Hazardous Materials Vehicle
Hazardous Material Equipment Trailer
Special Rescue Utility Gator



APD-2000 Chemical Detection Monitor

Equipment Purchased with WMD Grant Funds

- AreaRAE meters
- Sampling Equipment – Wisconsin Emergency Management (WEM) provided the funds for the State Lab of Hygiene to issue each team specialized vacuum sampling containers and sampling supplies.
- Satellite communications system



PassPort Gas Detection Monitor

Within the hazardous materials response system, there is a degree of redundancy in response equipment, so in the event the Regional Response Team is activated on a response, the cities of Eau Claire and Chippewa Falls are not left unprotected. Both fire departments serve as their respective county's designated haz mat team. Therefore, we are equipped to handle two haz mat incidents at the same time, in addition to having the option to activate additional regional teams should the need arise.

The world of hazardous materials response is rapidly changing. Advancements in metering technology and the threat of Weapons of Mass Destruction (WMD) releases have driven most of these changes. 2005 will no doubt bring about additional equipment and procedural changes to the response team. We are committed to meeting these challenges and will strive to remain one of the best-trained and equipped response team in the State of Wisconsin.



Chemical Assessment Team (C.A.T.) Response Vehicle

L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY

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

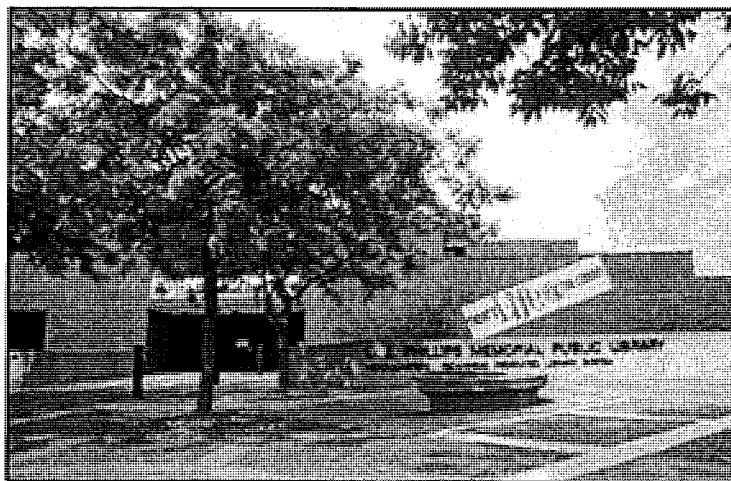
The library's policies and operations are overseen by the City of Eau Claire and governed by a ten-member library board that is appointed by the City Council and includes two representatives from Eau Claire County.

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

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

Programs & Services

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



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

Overview of Revenues and Expenditures
--

	2003 <u>Actual</u>	2004 <u>Adopted</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 2,591,900	\$ 2,636,700	\$ 2,636,700	\$ 2,636,700	\$ 2,694,300
Intergovernmental	2,100	16,000	-	16,000	16,000
Fines & Forfeits	109,851	100,500	63,707	112,500	114,500
Charges for Services	6,576	31,200	3,706	6,700	30,700
Charges for Services-					
Intragovernmental	710,266	700,000	294,243	688,800	651,600
Other Operating Revenue	57,069	73,000	78,130	78,100	88,700
Miscellaneous	48,994	31,800	28,225	31,800	30,900
Other Financing Sources	214	200	-	200	200
	<u>3,526,971</u>	<u>3,589,400</u>	<u>3,104,711</u>	<u>3,570,800</u>	<u>3,626,900</u>
Total Revenues and Other Financing Sources					
Expenditures and Other Financing Uses:					
Personal Services	2,179,852	2,319,700	1,023,661	2,300,000	2,407,900
Contractual Services	332,672	428,800	183,254	407,100	451,100
Utilities	96,337	98,100	42,390	96,200	99,700
Fixed Charges	30,725	31,500	15,964	31,500	31,500
Materials & Supplies	546,771	530,300	198,062	529,300	533,200
Contributions & Other Payments	12,047	12,100	11,345	11,400	12,100
Capital Outlay	104,118	6,000	4,514	6,000	6,000
Other Financing Uses	306,816	235,900	102,800	235,900	145,900
	<u>3,609,338</u>	<u>3,662,400</u>	<u>1,581,991</u>	<u>3,617,400</u>	<u>3,687,400</u>
Total Expenditures and Other Financing Uses					
Excess (Deficiency) of Funding Sources Over Uses	\$ <u>(82,367)</u>	\$ <u>(73,000)</u>	\$ <u>1,522,720</u>	\$ <u>(46,600)</u>	\$ <u>(60,500)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 288,465	\$ 123,265		\$ 196,931	\$ 150,331
Changes in Available Balances:					
From operations	(82,367)	(73,000)		(46,600)	(60,500)
From (to) designated reserves	(9,167)	-		-	-
	<u>(91,534)</u>	<u>(73,000)</u>		<u>(46,600)</u>	<u>(60,500)</u>
Ending Balance	\$ <u>196,931</u>	\$ <u>50,265</u>		\$ <u>150,331</u>	\$ <u>89,831</u>

Budget Overview

REVENUES

Total revenues are up 1%. Due to a change in state statutes, this will be the fifth year in which the counties will reimburse the library for services provided to rural residents. The amount of the reimbursement under Act 150 will be \$88,700, an increase of 21.5%.

TAXES

Gross Tax Levy - City

The gross tax levy for the city for library purposes will rise 2.2%, from \$2,636,700 in 2004 to \$2,694,300.

Estimated Property Tax Rate – City

The estimated property tax rate in the city for library purposes will decrease 11.4% from \$0.851 to \$0.754.

CHARGES - INTERGOVERNMENTAL

The charges for services to Eau Claire County will decrease 7.6% to \$521,500. Activity through the MORE system has reduced the number of county residents visiting the library.

FINES & FORFEITS

Includes overdue fines and lost card replacement fees.

CHARGES FOR SERVICES

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

MISCELLANEOUS

Includes book bag sales, reimbursement for lost items, non-federal grant revenue, gifts and donations and other miscellaneous revenue.

EXPENDITURES

The library's total budgeted expenditures will increase .7%, from \$3,662,400 in 2004 to \$3,687,400 in 2005.

PERSONAL SERVICES

This account reflects an increase of 3.8%. The current labor agreement with AFSCME Local 284A expires on December 31, 2006. A 3% cost of living increase has been estimated for the pay steps of all library staff. The library's health insurance expense reflects a change in carrier to WPS, and deletion of the \$1,000/\$2,000 deductibles instituted in 2004.

CONTRACTUAL SERVICES

Contractual services expenditures will be up 5.2%. Major factors in this increase are more software to be maintained, as well as new charges for use of the City Attorney's Office in 2005.

UTILITIES

The projected 1.6% increase in utility costs is substantially due to anticipated natural gas price increases.

FIXED CHARGES

In the 2005 budget, it is estimated that the insurance and special assessments will remain constant.

MATERIALS & SUPPLIES

This category includes all supply accounts, as well as library materials purchased for the collection. Collection material amounts are maintained at the same level as 2004. The supplies account was increased for nonprint security cases.

CONTRIBUTION AND OTHER PAYMENTS

The category includes refund of surplus funds under terms of the Agreement for Countywide Library Services.

CAPITAL PURCHASES

Capital Purchases includes purchase of new and replacement equipment.

OTHER FINANCING USES

The Other Financing Uses group decreased 38.2% because the library's debt service for the 1999 technology project was paid off in 2004. The 2005 transfer to the capital fund is \$145,900.

Revenue Detail

Revenue Classification	Public Library				
	2003 Actual	2004 Budget	2004 6-Month Actual	2004 Projection	2005 Budget
TAXES					
City	\$ 2,591,900	\$ 2,636,700	\$ 2,636,700	\$ 2,636,700	\$ 2,694,300
INTERGOVERNMENTAL REVENUES					
Federal aid	2,100	16,000	-	16,000	16,000
FINES & FORFEITS					
Library fines	109,781	100,500	61,713	110,000	112,000
Other penalties	70	-	1,994	2,500	2,500
CHARGES FOR SERVICES					
Miscellaneous	6,576	31,200	3,706	6,700	30,700
CHARGES FOR SERVICES-INTERGOVERNMENTAL					
Eau Claire County	581,442	564,200	277,668	555,300	521,500
Indianhead Federated System	124,766	131,800	13,955	130,900	128,400
Service charges - other	4,058	4,000	2,619	2,600	1,700
Total charges for services - intergovernmental	710,266	700,000	294,243	688,800	651,600
OTHER OPERATING REVENUES	57,069	73,000	78,130	78,100	88,700
MISCELLANEOUS					
Grant revenue	-	800	-	-	-
Miscellaneous	48,994	31,000	28,225	31,800	30,900
Total miscellaneous	48,994	31,800	28,225	31,800	30,900
OTHER FINANCING SOURCES					
Sale of capital assets	214	200	-	200	200
Total revenues and other financing sources	\$ 3,526,971	\$ 3,589,400	\$ 3,104,711	\$ 3,570,800	\$ 3,626,900

Revenue Detail

TAXES

The L.E. Phillips Memorial Public Library is primarily supported through a City tax levy. The **2005 Tax Levy** is approximately 74.3% of total revenues.

INTERGOVERNMENTAL REVENUES

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

FINES & FORFEITS

Fines and Forfeitures include overdue fines and replacement fees for lost cards, and collection agency fees.

CHARGES FOR SERVICES

Charges for services include copy charges, equipment rental, meeting room rental, and other user fees.

CHARGES FOR SERVICES – INTERGOVERNMENTAL

Intergovernmental revenue is received from a contract for library services for municipalities of Eau Claire County, Chippewa County and a contract with the Indianhead Federated Library System (IFLS). In 2005, the Eau Claire County contract payment will represent 14.4% 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 3.5% of revenues. Revenue of \$1,700 has been estimated for service to residents in the Town and Village of Fairchild.

OTHER OPERATING REVENUES

Other Operating revenues consist of payment from Chippewa County for Library support in the amount of \$88,700.

MISCELLANEOUS

Miscellaneous revenue reflects reimbursements for lost items, gifts and donations, non-federal grants, and book bag sales.

OTHER FINANCING SOURCES

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

Staffing

Public Library

	2003	2004	2005
Library Director	1.00	1.00	1.00
Professional 5	2.00	1.00	1.00
Professional 4	1.00	1.00	1.00
Professional 3	1.00	1.00	1.00
Professional 2	3.75	6.00	6.00
Professional 1	2.00	2.00	2.00
Library Associate II	6.38	3.94	4.03
Library Associate I	1.68	1.68	1.68
Library Assistant II	4.75	5.25	5.25
Library Assistant I	10.92	8.715	8.740
Desk Clerk	4.28	4.175	4.800
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>38.76</u>	<u>35.76</u>	<u>36.50</u>

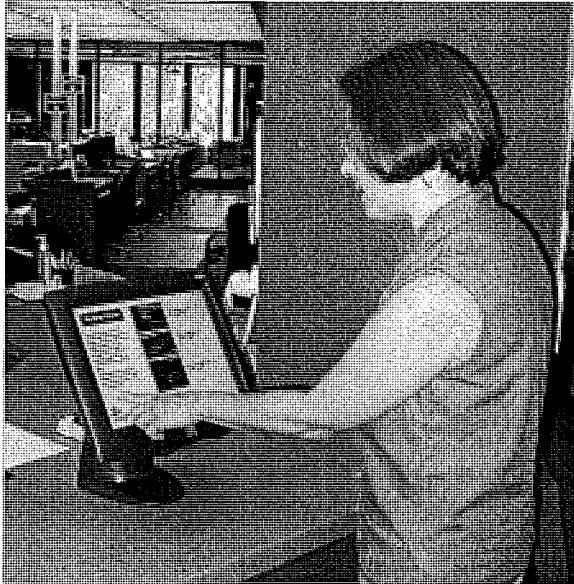
Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Cross-divisional charges include:

- Two and one half custodial positions 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:



Information Kiosk

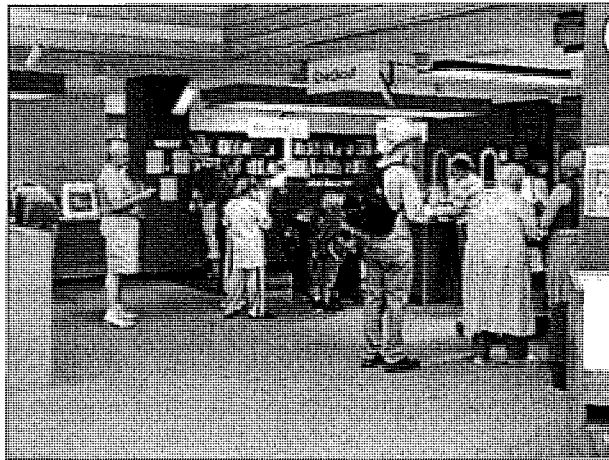
- ◆ Answering questions in person, by phone, e-mail or online.
- ◆ Borrowing materials from other libraries.
- ◆ Delivering materials to the homebound.
- ◆ Referrals to community agencies and services.
- ◆ Access to the Internet and other digital resources.
- ◆ Reader’s advisory service.
- ◆ Meeting rooms.
- ◆ Internet access to the library's online catalog, including self-service holds and renewals.
- ◆ An automated Telephone Renewal and Notification Service
- ◆ E-mail notification for holds and overdue materials.

2003 ANNUAL STATISTICS

Total Circulation	994,540
Total Registered Borrowers in the MORE consortium from:	
City of Eau Claire	40,830
Eau Claire County municipalities without libraries.....	8,556
City of Altoona	3,693
City of Augusta.....	190
Village of Fall Creek.....	318
Town and Village of Fairchild.....	75
Registration as % of Population Served.....	55.0 %
Annual Library Visits	405,098
Number of users of electronic resources.....	86,788
Reference Questions Answered	87,932

At the end of 2003, the library collection included:

Art Prints.....	103
Audiobooks - CD.....	757
Audiobooks – cassette.....	4,925
Books.....	194,477
CD Rom software.....	408
DVDs.....	2,585
Magazines.....	32,128
Microfilm/fiche.....	4,184
Music cassettes.....	3,204
Music CDs.....	10,435
Videocassettes.....	15,145
Other materials.....	<u>29,526</u>
TOTAL.....	297,877



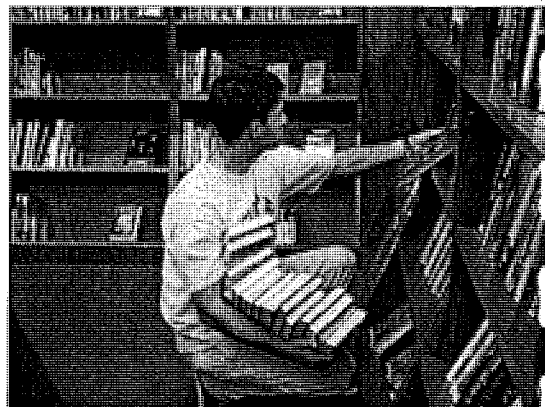
Checkout Desk

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 CDs
- ◆ Videos, DVDs, books on cassette and CD
- ◆ Word-processing computers and printers
- ◆ Young adult area with books, magazines and computers
- ◆ Large print books
- ◆ Tax forms and Wisconsin census records
- ◆ Web-based resources, including full-text magazine and newspaper articles, telephone and business listings, genealogy, law, auto repair and reader's advisory.



New Materials Area

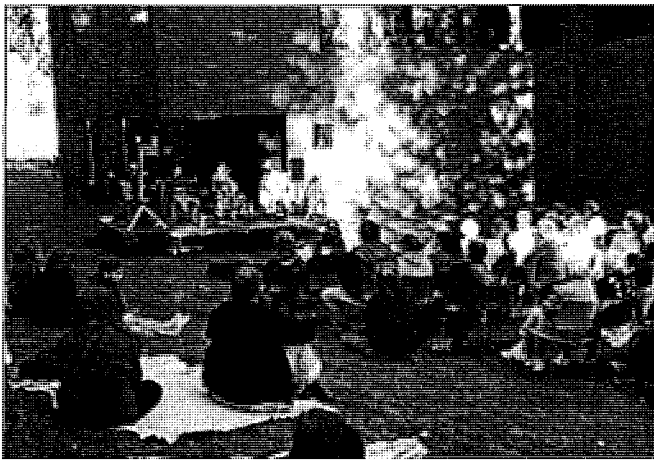
Programs

The library sponsors and coordinates a broad spectrum of programs for all ages. In 2003, library programs were attended by 16,187 children and 2,953 adults and young adults. Also during that year, 2,041 children and 438 teenagers registered for the Summer Library Program and 150 adults registered for Club Read, a summer reading program for adults. Each year, thousands of library visitors view the library's art exhibits, which feature the work of local and regional artists, as well as many displays of interest to children and adults. Other programs include:

- ◆ Book discussion groups.
- ◆ Cooking, gardening and health programs.
- ◆ Author visits and poetry readings.
- ◆ Art, music and history programs



A Hands-on Children's Program



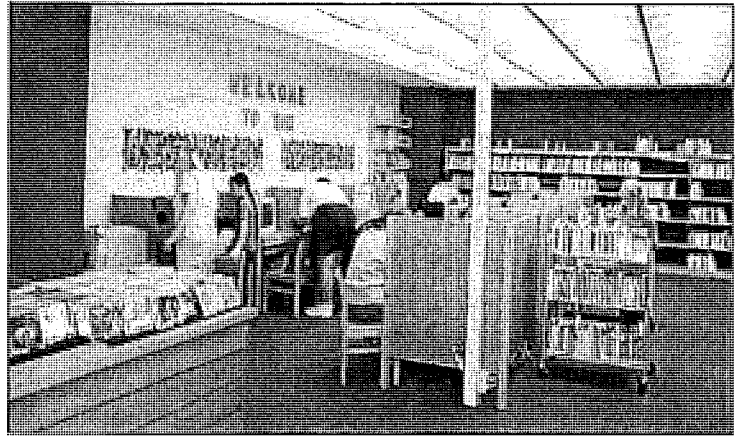
An Outdoor Concert

- ◆ Writing workshops for adults and young adults.
- ◆ Genealogy workshops.
- ◆ ArtsWest, a regional juried art show held annually, celebrated 25 years of exhibits in 2004.
- ◆ Computer and Internet instruction.
- ◆ Concerts and talent shows.

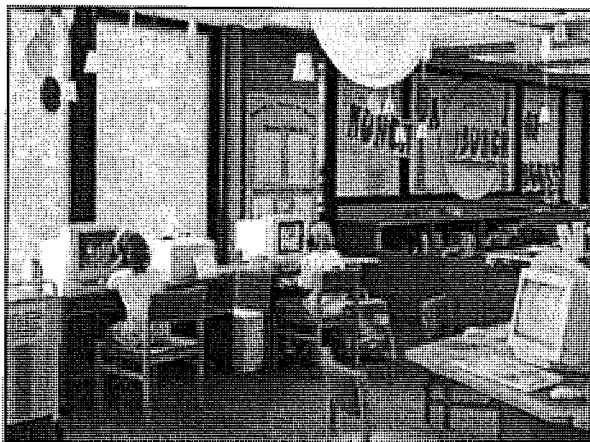
Facilities

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

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



Youth Services Area



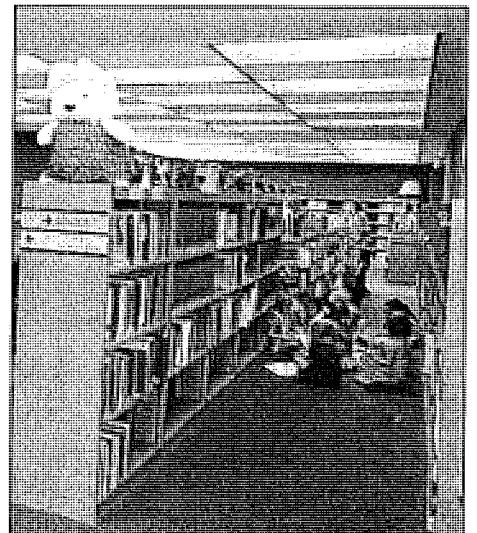
Computers for Kids

CIP Highlights

Proposed CIP expenditures for 2005 include architectural services for developing an overall, ten-year library space plan; replacement of audiovisual equipment; reupholster chairs and recoat the roof.

Equipment Replacement

Proposed capital purchases of replacement equipment include 26 microcomputers, 5 laser printers, 4 dot matrix or receipt printers, 1 ink jet printer, 5 barcode scanners, 1 desktop scanner, 1 server, 1 paper cutter, and several book trucks.



Looking at Picture Books

◆ **Expansion of the Shared Automated Library System**

The shared automated library system (named 'MORE'), which LEPMPL implemented in the summer of 2000 along with twenty other libraries in the region, expanded to 31 libraries in 2002. Fall Creek Public Library and Spring Valley Public Library joined in 2004. We will be inviting the nine public libraries of Barron and Rusk counties to join also when they need to migrate to a new, shared system in 2006. The largest of these, Rice Lake Public Library, has already announced its intention to join MORE in 2006. One major advantage of a shared system for library customers is that all of the items owned by all of the participating libraries are listed in a single unified catalog.



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

electronic order for the desired items, no matter which library owns them. The electronic orders go, without any staff intervention, to those libraries that have the available items. Staff members there get the items from their shelves and send them to LEPMPL, where the customer originated the order. Since the average delivery time is just a few days, the customer essentially has access to a single, large library with thirty-three locations.

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

◆ **Integration of Library Resources**

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



Teen Read Week

In 2003, the library received grants from the Bill and Melinda Gates Foundation to replace some public computer workstations, add public computer workstations and enhance the projection equipment in the micro lab. Eight Youth Services workstations offer educational and recreational software with the potential for access to all of the other digital services of the library. The computer lab, which is adjacent to the Reference area, is equipped with ten workstations that are used to provide instruction to small groups of library customers. Seniors, young adults and people interested in such topics as investments, small business, travel and genealogy, as well as customers who want to learn more about using the library, take advantage of this classroom setting. Library staff members are working with community individuals 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, have developed specialized guides on topics of particular interest to library customers that are available through the library web site as well as in print form.

◆ **Higher Profile in the Community**

The library became a presence on the World Wide Web in mid-1999 with the introduction of its own web site, located at www.eauclaire.lib.wi.us. In addition to providing access to the library's online catalog, the library is using the web site to inform the public about library services, materials and events. As the web site has evolved, it has 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 emphasis on raising its profile within the community. Ideas such as colorful banners outside the building to announce special events and make the library more inviting have been implemented. Staff presentations to area groups and cooperative publicity and information sharing with other organizations are also part of this effort.

The library has initiated a campaign of increased community outreach with a presence at area fairs, festivals, expositions, schools, and special high interest intergenerational programs. Youth Services staff has expanded its outreach and programming efforts to include new audiences, such as pre-toddlers in a lapsit program, and has developed more programs year-around that focus on elementary and middle-school children.

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



A Magician Entertains Kids

◆ **Enhanced Information for Customers About Reference Services**

The library's print and digital information sources are arranged to make self-service as easy as possible, whether the customer is searching in the library or at home. In addition, the library has now installed large information screens with constantly changing information about events at the library and the many different resources available at the library. New electronic kiosks also show customers how they can most easily and conveniently serve themselves at the library. These touch screen monitors direct customers to materials throughout the library and provide information about their arrangement and check out rules, as well as related online resources.

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.

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

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

◆ **Library Endowment**

At the end of 2003, the library completed a start up campaign to create a library endowment fund within the Eau Claire Area Foundation. Over \$210,000 was pledged to be paid over several years, of which \$115,000 has already been collected. In accordance with the rules of the Eau Claire Area Foundation, only interest earned on the fund may be expended; the fund's capital must remain untouched.

◆ **Ten-Year Building Space Planning**

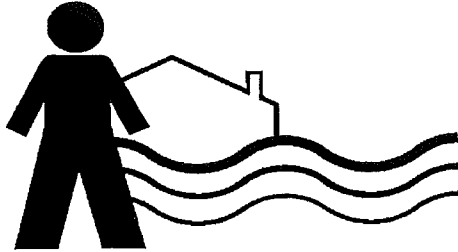
The Library Board has directed library staff to move forward with the process of creating a ten-year plan for overall library building space needs, with review by and input from the Board, City Council and the community. The Board has asked that a draft plan be submitted for the Board's review in October 2004.



Library Main Lobby

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CITY-COUNTY HEALTH DEPARTMENT



City-County Health Department
consists of 3 sections:

- Administration
- Public Health Nursing
- Environmental Health

Programs & Services

Vision Statement

The Department will strengthen the health of the community by:

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

Mission Statement

The mission of the City-County Health Department is to protect and promote the health of all people in the community by assuring a safe and healthy environment, preventing disease and disability, and promoting positive health practices.

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.

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

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 1,379,500	\$ 1,452,800	\$ 1,452,800	\$ 1,452,800	\$ 1,507,900
Intergovernmental	820,384	766,400	406,266	941,900	767,800
Licenses & Permits	288,982	268,400	194,902	275,700	285,300
Charges for Services	120,104	110,000	34,157	121,500	119,600
Charges for Services-					
Intragovernmental	979,889	931,100	432,212	997,500	1,046,300
Miscellaneous	1,100	2,500	120	2,500	2,500
Other Financing Sources	49,357	62,000	30,577	62,000	58,000
Total Revenues and Other Financing Sources	3,639,316	3,593,200	2,551,034	3,853,900	3,787,400
Expenditures and Other Financing Uses:					
Personal Services	2,952,025	2,454,500	1,422,933	3,270,400	2,586,300
Contractual Services	287,461	177,400	153,144	366,300	169,700
Utilities	17,419	14,700	6,860	18,600	15,000
Fixed Charges	4,974	11,800	4,390	11,800	7,800
Materials & Supplies	204,348	964,300	68,955	198,600	1,127,300
Capital Outlay	-	-	-	-	68,800
Total Expenditures and Other Financing Uses	3,466,227	3,622,700	1,656,283	3,865,700	3,974,900
Excess (Deficiency) of Funding Sources Over Uses	\$ 173,089	\$ (29,500)	\$ 894,752	\$ (11,800)	\$ (187,500)
Working Capital/Available Fund Balance					
Beginning Balance	\$ 256,178	\$ 248,078		\$ 429,267	\$ 417,467
Changes in Available Balances:					
From operations	173,089	(29,500)		(11,800)	(187,500)
Ending Balance	\$ 429,267	\$ 218,578		\$ 417,467	\$ 229,967

Budget Overview

REVENUES

TAX LEVY AND PROPERTY TAX RATE

The gross tax levy for the city for the health department increased \$55,100 from \$1,452,800 to \$1,507,900. The estimated property tax rate for Health Department purposes will decrease from \$.469 to \$.422 per \$1,000 of valuation.

LICENSES & PERMITS / CHARGES FOR SERVICES

Annually, the Board of Health reviews fees charged by the Department. Fees for licensed establishments were increased in 2004 and will be reviewed again in 2005. The Board has reviewed fees for nursing services, fees for environmental health licenses and permits and included any changes expected at this time in the 2005 budget.

CHARGES FOR SERVICES-INTERGOVERNMENTAL

Eau Claire County support increased \$43,700 for a total of \$912,400. Eau Claire County support is approximately 24% of revenues.

EXPENDITURES

PERSONNEL SERVICES

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

Wisconsin Retirement Fund – The contribution rate increased from 10.7% in 2004 to 11.1% in 2005.

Health Insurance - The department pays up to 95% of the lowest family policy offered. Contracts with health insurance carriers are awarded each July. The City-County Health Department offers the same plans as the City of Eau Claire.

CONTRACTUAL SERVICES

Most expense accounts include a 2% increases. However, building rent decreased by \$6,700 or 6.7%.

MATERIALS & SUPPLIES

The 2005 budget includes \$87,000 for nursing software to increase caseload capacity, improve data accuracy, decrease duplicative data entry, track grant requirements and effectively measure client outcomes.

CAPITAL PURCHASES

The 2005 budget includes an appropriation of \$68,800 to purchase the atomic absorption spectrophotometer that was postponed in 2004. Funding for this will come from the Health Department's equipment replacement reserve.

Revenue Detail

City-County Health Department

<u>Revenue Classification</u>	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
TAXES					
City	\$ 1,379,500	\$ 1,452,800	\$ 1,452,800	\$ 1,452,800	\$ 1,507,900
INTERGOVERNMENTAL REVENUES					
Federal aid	237,685	249,900	109,349	267,300	267,300
State aid	582,699	516,500	296,916	577,700	500,500
Total intergovernmental revenues	<u>820,384</u>	<u>766,400</u>	<u>406,266</u>	<u>845,000</u>	<u>767,800</u>
LICENSES & PERMITS					
Hotel and restaurant	95,944	94,500	77,409	97,900	107,700
Other	193,037	173,900	117,494	177,800	177,600
Total licenses & permits	<u>288,982</u>	<u>268,400</u>	<u>194,902</u>	<u>275,700</u>	<u>285,300</u>
CHARGES FOR SERVICES					
Miscellaneous	<u>120,104</u>	<u>110,000</u>	<u>34,157</u>	<u>121,500</u>	<u>119,600</u>
CHARGES FOR SERVICES-INTERGOVERNMENTAL					
Property taxes-county	844,000	868,700	361,518	867,700	912,400
Miscellaneous	135,889	62,400	70,695	133,800	133,900
Total charges for services - intergovernmental	<u>979,889</u>	<u>931,100</u>	<u>432,212</u>	<u>1,001,500</u>	<u>1,046,300</u>
MISCELLANEOUS REVENUES					
Miscellaneous	<u>1,100</u>	<u>2,500</u>	<u>120</u>	<u>2,500</u>	<u>2,500</u>
OTHER FINANCING SOURCES					
Transfers from CDBG	<u>49,357</u>	<u>62,000</u>	<u>30,577</u>	<u>62,000</u>	<u>58,000</u>
Total revenues and other financing sources	<u>\$ 3,639,316</u>	<u>\$ 3,593,200</u>	<u>\$ 2,551,034</u>	<u>\$ 3,761,000</u>	<u>\$ 3,787,400</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 2005, taxes on City properties provide 40% of total revenues.

INTERGOVERNMENTAL REVENUES

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

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

Grants estimated at \$767,800, provide 20% of 2005 revenues.

LICENSES AND PERMITS

Hotel and Restaurant Licenses will account for 2.8% of revenue in 2005. Other licenses and permits include retail food licenses, rooming house licenses and sanitary system permits.

CHARGES FOR SERVICES-INTERGOVERNMENTAL

In 2005, **County Property Taxes** estimated at \$912,400 will account for 24% of revenue.

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

OTHER FINANCING SOURCES

The City-County Health Department receives Community Development Block Grant funding to inspect low-to-moderate income housing for code compliance. For 2005, the funding from CDBG will be \$58,000.

Staffing

City-County Health Department

	2003	2004	2005
Director	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00
Confidential Secretary	-	-	-
Front Office Associate	3.35	3.35	3.35
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
Health Benefits Specialist	0.10	0.10	0.10
Public Health Aide	0.45	0.45	0.45
Bilingual Health Aide	1.70	1.70	0.75
Registered Dietician	0.40	0.40	0.40
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Specialist	6.25	6.50	6.50
Laboratory Chemist	1.00	1.00	1.00
Microbiology Coordinator	1.00	1.00	1.00
Laboratory Technician	0.80	0.80	0.80
Environmental Health Technician	1.00	1.00	1.00
Environmental Health Aid	0.23	0.23	0.23
Total FTE Positions	34.30	34.55	33.60
 Grant Positions	 13.95	 13.70	 14.12

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

Activities

Board of Health

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

What is Public Health?*

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

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

12 Essential Services

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

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

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

Operation Highlights

Administration and community health education highlights of current activities are listed below:

- The Board of Health continues to receive a Public Health Preparedness Grant from the State Division of Public Health via Centers for Disease Control and Prevention. Allowable uses for these funds include:
 - Bioterrorism response planning within the health department
 - Participation in preparedness response planning at the local level
 - Developing bioterrorism response planning with a nine County consortia
 - Participation in regional training and exercises
 - Participation in state level bioterrorism response planning

The Eau Claire City-County Bioterrorism Preparedness Committee has been meeting monthly since March 2002 to collaborate on these issues. There are about 40 local partners currently involved with this process. This group has developed an Action Plan and Incident Command System. Also committee members are working on Mass Clinic Immunization Plan, Strategic National Stockpile Plan and a Risk Communication Plan.

One excellent way to utilize these plans is to conduct tabletop and full exercises. In a six-month period during 2004 our committee members will participate in a hazardous materials exercise, courthouse airborne powder exercise, regional hospital and public health emergency preparedness plan tabletop exercise, and a regional Mass Clinic Plan Tabletop Exercise.

It is hoped that our federal legislators and President need to be cautious about one item in the 9/11 Commission Report. It suggested Congress and the President's administration should stop spending billions of dollars for emergency preparedness among communities nationwide and dole it out based solely on risks and vulnerabilities such as Washington, DC and New York City. Remember having a strong public health system nationwide will better prepare our community for newly emerging infectious diseases such as SARS, West Nile Virus, and potential pandemic bird influenza. One example close to Eau Claire 25 years ago was an unknown deadly respiratory bacteria identified later as Legionnaire's Disease. Another potential issue would be a dispersion of a biological agent (viral or bacteria) at the Mall of America and our local shoppers come back to Eau Claire exposed to one of these communicable deadly agents. Then what?

- Board of Health Members adopted an updated plan for the Health Department in early 2004. The two strategies are:

Build the City-County Health Department's capacity to effectively respond to public health emergencies through internal planning and local/regional collaboration.

Enhance response to existing and emerging community public health needs with available resources through improved efficiency and effectiveness of department operations.

- Health Department staff is continuing to participate on various subcommittees of the Children's Mental Health Alliance in the Chippewa Valley. Issues identified at the May 4, 2004 kickoff workshop were: early prevention training for parents and caregivers; access to mental health services; public awareness by creating a community understanding of mental illness, what it is and is not; and funding and policy issues.

According to David Satcher's MD, former Surgeon General, report entitled "National Action Agenda for Children's Mental Health" stated that in the United States, 1 in 10 children and adolescents suffer from mental illness severe enough to cause some level of impairment. Yet, in any given year, it is estimated that fewer than 1 in 5 of these children receives needed treatment. Mental health and mental disorders are listed as one of the eleven health priorities in the 2010 State Health Plan.

- Acting as the lead agency for the Consortium for Substance Abuse Prevention in Eau Claire County, the Eau Claire City-County Health Department was awarded SIG funding in 2003 by the Wisconsin Department of Health and Family Services Division of Children and Family Services to fill identified gaps in prevention services targeting an improvement in substance abuse outcomes for youth ages 12-17. The Consortium is comprised of representatives from 11 agencies. A needs and resource assessment, strategic plan, and implementation and evaluation planning have been completed. Research-based programs to address the significant change in alcohol use between middle and high school students have been implemented for youth and parents in 2004-2005.
- Accomplishments of the Tobacco-Free Partnership of Eau Claire County in its fourth year include the following highlights: assisting one worksite and one municipality in adopting clean indoor air policies; obtaining two mini-grants to increase the number of smoke-free homes in the Hmong community and involve more Hmong youth in the FACT (Fighting Against Corporate Tobacco) Youth Coalition; hosting the annual B-Free From Tobacco middle school dance to over 500 youth; conducting ongoing compliance checks of retailers to assure tobacco products are not sold to minors; enrolling WIC participants in the FAX to Quit Program; and updating and distributing the "Smoking Cessation Resource Guide for Eau Claire County."



- Energize Eau Claire County (EECC) was established as a partnership to improve our community's well-being by promoting and supporting health living for people of all ages, with a focus on regular physical activity, good nutrition and healthier weights. Luther Midelfort, Marshfield Clinic, Sacred Heart Hospital and the Eau Claire City-County Health Department have partnered to provide support for EECC efforts through 2004. The Community Health Educator and Public Health Nutritionist have taken lead roles in planning and facilitating monthly meetings with community representatives from schools, health care, business, faith-based organizations and other community organizations.

Public Health Nursing Operation Highlights

During 2003, public health nursing staff continued to fulfill responsibilities mandated by state statutes and administrative rules, while initiating innovative activities to address changing public health needs. Highlights include the following:

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

- Participated in emergency preparedness and bioterrorism response planning, including implementing Homeland Security Smallpox vaccination plans;
- Provided healthy nutrition/physical activity education/screening for the Hmong community;
- Continued a domestic violence project, expanding strategies to address domestic violence issues in families;
- Worked with the School Health Committee to revise medication administration protocols, conduct a successful pilot project and develop district-wide staff training;
- Developed child development guides for parents and caregivers, distributing them throughout the community;
- Applied for and received a renewal grant to continue Community Child Care Initiatives Grant projects;
- Worked with a local medical provider and Child Care Centers on a grant funded project to promote timely childhood immunizations,
- Provided information to hospitals and medical staff encouraging universal newborn Hepatitis B immunization;
- Provided 12 early childhood brain development presentations to 89 parents and caregivers to promote positive parenting;
- Participated with the County Long Term Support Committee to update the County Code, assuring effective support for persons with disabilities;
- Used grant funds to provide enhanced case management for 17 children with special health care needs and their families; and
- Implemented the Medical Assistance Waiver program, providing access to reproductive health care to eligible women who lack adequate health care insurance.



To address unmet needs for nutrition education and obesity prevention in the community, registered dietitians

- Expanded the Community Nutrition Program;

- Implemented a project encouraging low fat milk choices and the "Walk, Dance, & Play...Be Active Every Day!" campaign;
- Provided nutrition education through publishing a newsletter and other activities of the Childhood Nutrition Coalition; and
- Worked with department staff and community partners to develop the community's Healthy Lifestyles Alliance.

To determine unmet needs of community populations and interventions to address those needs, nurses collaborated with department staff and community partners to collect, analyze and share data about children's access to dental care following dental sealant screening; measured outcomes of breakfast promotion activities by resurveying elementary school children; collected and analyzed data on the adult immunization status of County women served in the WI Well Woman Program, and collected and reported data on nutrition and physical activity resources for children and adults in Eau Claire County.

To accomplish community-wide objectives, nurses collaborated on Healthy Communities activities, such as a \$567,000 federal discretionary grant award to the "Connect for Children Council" to promote early learning and effective parenting. Additional examples include: a legislative breakfast, community forum and educational activities for National Brain Awareness Week; 26 BRAIN Team presentations about child development and receiving the Mental Health Association's Community Service Award; offering a Western WI Brain Conference attended by 60 area professionals and citizens; establishing the Early Learning Council and launching a four-year-old programming pilot project; providing a school-based dental sealant project for children; and collecting statistics and community resource data for all age groups regarding nutrition and physical activity.



In the coming year, public health nurses look forward to continuing to develop effective approaches and collaborative initiatives to address the health needs of our community.



Maternal and Child Health Services

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

- ◆ Provide family health visits for more than 1240 individuals; teach about pregnancy, newborn care, breastfeeding, and child growth and development
- ◆ Provide case management services for children with special health needs

- ◆ Provide prenatal care coordination for 122 women with high-risk pregnancies
- ◆ Conduct community initiatives to assess and improve the health status of children and families
- ◆ Conduct 29 home safety and 32 lead exposure risk assessments and education
- ◆ Provide education and consultation to more than 200 licensed and certified child care providers about children's health care issues
- ◆ Promote access to health care for uninsured and underinsured children and families through health benefits counseling, referral to resources and advocacy

Birth to Three Program

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

- ◆ Work with the Department of Human Services to identify, refer and evaluate potentially eligible children
- ◆ Provide nursing consultations for 195 children and service coordination for 128 children and families
- ◆ Provide approximately 31 nutrition consultations

Communicable Disease Control

- ◆ Protect the public by minimizing the spread of diseases such as:
 - Chlamydia - Meningitis
 - E Coli - Salmonella
 - Hepatitis - Tuberculosis
- ◆ Conduct investigations and follow-up on more than 440 reported cases of communicable disease
- ◆ Provide communicable disease education and consultation and TB skin testing
- ◆ Assure that disease control measures are instituted in the community

Clinics

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



Immunization Clinics

Administer more than 4200 immunizations through clinics to protect against these diseases:

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

AIDS Counseling and Antibody Testing

- ◆ Assess risk of infection and counsel patients about prevention and transmission of the AIDS virus
- ◆ Take blood samples for AIDS antibody testing for more than 100 individuals

Sexually Transmitted Disease Clinics

Prevent and control sexually transmitted disease in the community –
Provide screening, treatment, contact interviews and follow-up for approximately 770 individuals

Family Planning Clinic

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

- ◆ A nurse practitioner provides assessment through health history, physical examination and routine laboratory tests; teaching about breast self-exam, reproductive anatomy and physiology; and contraceptive methods for more than 900 women
- ◆ Fees are based on ability to pay

School Health

- ◆ Serve approximately 16,000 students enrolled in 42 City-County schools
- ◆ Institute health policies, practices and screening programs
- ◆ Consult with school personnel, students and parents about health concerns of students
- ◆ Provide training and oversight to school staff members performing medical procedures such as tube feeding or blood sugar checks for diabetics

Community Nutrition Program

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

WIC Program

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

- ◆ Provide supplemental food and nutrition program for approximately 3500 pregnant or breastfeeding women, infants and children under age five
- ◆ Serve more than 2000 individuals each month
- ◆ WIC food drafts redeemed at grocery stores and pharmacies in Eau Claire County totaled \$1,248,584 in 2003



Adult Health Services

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

- ◆ Health visits and phone consultations to approximately 1400 individuals at risk due to health and safety issues
- ◆ Referrals to community resources
- ◆ Health education through presentations, collaborative initiatives and the media
- ◆ Enrollment of uninsured and underinsured women in need in the Wisconsin Well Woman Program for breast and cervical cancer and other covered health screenings from participating medical providers

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 reflects some of the highlights for staff accomplishments and program changes in the environmental health section during 2003.

Environmental health staff and laboratory staff continued surveillance activities to determine if West Nile Virus (WNV) was present in the wild bird population in Eau Claire County. In addition, activities were continued to identify high-risk mosquito breeding sites and provide community education on measures citizens can take to reduce the risk of being infected with WNV. These activities were supported by a grant from the Wisconsin Department of Health and Family Services. Although there were no human cases of WNV reported in Eau Claire County, there were five horses that tested positive. Thirteen of the thirty-nine birds submitted to the State Lab also tested positive for WNV.

The annual "Don't Dump It – Donate It" event was conducted on May 16th and 23rd. Approximately eight tons of usable items were donated, which is an increase of two thousand pounds over last year. Approximately twelve tons of unsalvageable furniture was brought to the site and hauled to the landfill. Participation by volunteers from the University Student Senate, Student Environmental and Public Health Club and the Apartment Owners Association were key reasons for a successful event.

The restaurant program received an excellent audit report from the Department of Health and Family Services. The audit consists of reviewing program policies and inspection records as well as evaluating environmental health staff as they conduct inspections. The primary purpose of the audit is to assure appropriate and uniform enforcement of the food code. The state found our program to be in excellent compliance.

Environmental Health and Laboratory staff worked with Beaver Creek Citizen Science Field Research Center volunteers to assess Otter Creek water quality. Volunteers collected 48 samples that were tested at the Health Department Laboratory.

Seventeen county residents received a total of \$58,542 for replacement of failed sewage systems through Wisconsin Fund Grant money. Environmental health staff oversee this program to assure appropriate state requirements are met for county residents to be approved for state funding.

The Director of Environmental Health participated as a member of the Seven Mile Landfill Standing Committee as well as the local negotiating committee for the proposed new landfill at the Seven Mile Creek Landfill site.

Environmental Health staff developed an award system to recognize restaurants for maintaining a high level of compliance with the food code. Certificates of accomplishments are awarded to restaurants that had two consecutive inspections with no critical violations. Five certificates were awarded to restaurants July-December 2003.

Solid Waste Management

- ◆ Investigate approximately 300 human health hazards caused by improper storage or disposal of refuse each year
- ◆ Enforce city and county regulations regarding refuse handling, storage and disposal
- ◆ Enforce revised city regulations regarding removal of recycling totes from curbside, storage of refuse containers behind dwelling front setbacks, and screening containers from view at dwellings with more than two apartments
- ◆ Plan and organize the annual "Don't Dump It – Donate It" project to provide an opportunity for student renters to donate their furniture and other useable items during the spring move-out

Occupational Health and Air Quality

- ◆ Investigated odor and air pollution complaints
- ◆ Investigated indoor air quality problems, such as from mold, carbon monoxide and poor air circulation for approximately 40 citizen requests
- ◆ Conducted ambient air sampling and testing to assess community air quality

Food Protection

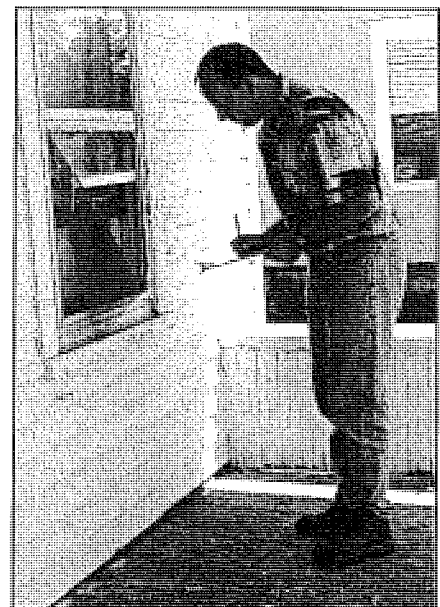
- ◆ Inspect approximately 700 facilities each year such as restaurants, public and private schools, taverns, bakeries, grocery stores, vending machines and temporary food stands to assess their sanitary conditions
- ◆ Investigated a total of 28 complaints of food borne illness

Recreational Sanitation

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

Housing Inspections and Surveys

- ◆ Housing Maintenance and Occupancy Code used as an enforcement tool in annual inspections of 165 licensed rooming houses and 382 other properties on a complaint basis and for the Intensified Housing Code Compliance Program to improve the condition of housing units on a systemized basis
- ◆ Lead hazard assessments done for suspected lead poisoning cases and for families with young children to provide guidance on preventing lead hazards
- ◆ Hotels and motels licensed and inspected on a routine basis to maintain health standards
- ◆ Mobile home parks inspected annually to assess compliance with local and state regulations



Drinking Water and Ground Water Protections

- ◆ Conducted inspections of 305 new sewage systems and enforced correction of malfunctioning sewage systems
- ◆ Inspected 300 public and private wells to assess their sanitary condition
- ◆ Required proper abandonment of approximately 39 wells that are no longer in use
- ◆ Provided consultation to approximately 200 citizens on drinking water quality problems
- ◆ Conduct investigations sampling and testing to identify drinking water contamination problems

Rodent and Vector/Rabies Control

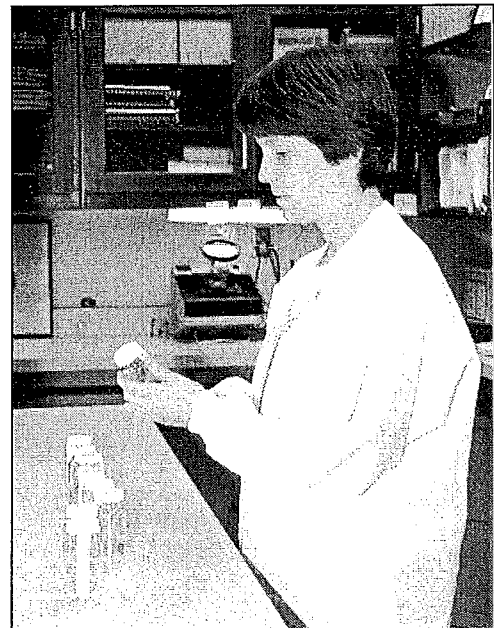
- ◆ Follow-up is done each year for approximately 200 reported bites to humans, requiring a 10-day quarantine of the animal and laboratory testing to rule out rabies infections
- ◆ Traps are available for catching nuisance animals
- ◆ Investigate insect and rodent infestation problems and provide consultation on control
- ◆ Conduct biannual rabies immunization clinics to vaccinate approximately 1,500 dogs and cats. Clinics will be held in April 2004

Radiation Protection

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

West Nile Virus (WNV)

- ◆ A community wide surveillance system was developed to monitor for WNV activity in birds and mosquitoes. Thirteen crows tested positive for WNV. City and County residents were informed on measures to reduce mosquito-breeding sites in their yard.



Laboratory Services

Bacteria Testing

- ◆ Conduct approximately 13,000 microbiological examinations annually to test the safety of water, milk and food samples
- ◆ Test water samples from public and private drinking water systems, swimming pools and beaches
- ◆ Collect milk and food samples from restaurants, retail food establishments and schools

Chemical Testing

- ◆ Conduct over 8,000 chemical analyses to test for contaminants in water, air, soil, paint, food and other environmental sources each year
- ◆ Test drinking water supplies for volatile and semi volatile organic compounds, fluoride, nitrates, and metals such as lead, copper, chromium, and arsenic
- ◆ Test paint, air, food and soil for lead and other chemical contaminants.

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, primarily for low- and moderate-income persons.

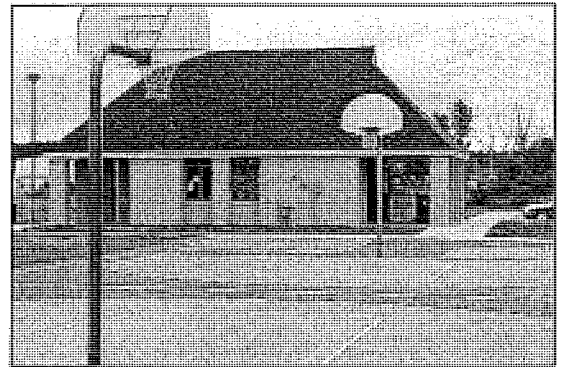


The City of Eau Claire has been receiving an annual CDBG allocation since the mid-1970's. Funds may be used for a variety of activities, which include, but are not limited to:

- ◆ Rehabilitation of structures
- ◆ Public services
- ◆ Acquisition of real property
- ◆ Relocation and property clearance
- ◆ Activities relating to energy conservation
- ◆ Public facilities and improvements
- ◆ Removal of deteriorated structures
- ◆ Handicap accessibility



Housing Rehabilitation



*Sundet Neighborhood Park
Runway Avenue*

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

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

	<u>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Intergovernmental	\$ 897,674	\$ 788,000	\$ 402,579	\$ 788,000	\$ 771,000
Miscellaneous & Program Income	<u>339,839</u>	<u>260,000</u>	<u>169,928</u>	<u>260,000</u>	<u>279,000</u>
Total Revenues and Other Financing Sources	<u>1,237,513</u>	<u>1,048,000</u>	<u>572,506</u>	<u>1,048,000</u>	<u>1,050,000</u>
Expenses and Other Financing Uses:					
Personal Services	87,722	105,800	34,973	105,800	123,400
Contractual Services	84,828	91,800	29,786	91,800	97,400
Utilities	758	1,200	418	1,200	1,200
Materials & Supplies	12,799	4,600	6,589	4,600	4,600
Contributions & Other	125,780	141,500	49,141	141,500	112,800
Capital Outlay	36,500	17,500	26,000	17,500	260,500
Loans to Other Agencies	500,441	465,100	323,543	465,100	229,600
Other Financing Uses	<u>187,769</u>	<u>220,500</u>	<u>135,073</u>	<u>220,500</u>	<u>220,500</u>
Total Expenses and Other Financing Uses	<u>1,036,596</u>	<u>1,048,000</u>	<u>605,523</u>	<u>1,048,000</u>	<u>1,050,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 200,916</u>	<u>\$ -</u>	<u>\$ (33,017)</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Balances:					
From operations	200,916	-	-	-	-
To/From deferred revenue	<u>(200,916)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Budget Overview

REVENUES

The grant award for 2005 is \$771,000. Miscellaneous revenues estimated at \$279,000, consist of payments received on rehabilitation loans.

EXPENDITURES

CONTRIBUTIONS AND OTHER

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

OTHER FINANCING USES

This category includes park improvements, a housing rehabilitation loan program that helps income-eligible homeowners improve their property, correct code violations and weatherize homes, and an allocation for the Comprehensive Plan.

Revenue Detail

Community Development Block Grant

Revenue Classification	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
INTERGOVERNMENTAL REVENUES					
Block grant funds	\$ <u>897,674</u>	\$ <u>788,000</u>	\$ <u>402,579</u>	\$ <u>788,000</u>	\$ <u>771,000</u>
MISCELLANEOUS					
Program income	<u>339,839</u>	<u>260,000</u>	<u>169,928</u>	<u>260,000</u>	<u>279,000</u>
Total revenues	<u>\$ 1,237,513</u>	<u>\$ 1,048,000</u>	<u>\$ 572,506</u>	<u>\$ 1,048,000</u>	<u>\$ 1,050,000</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. Activities under this program include loans for housing rehabilitation. The grant for 2004 - 2005 is \$771,000.

MISCELLANEOUS

Loan repayments are estimated as follows:

Housing Rehab Installment Loan Repayments	\$170,500
Housing Rehab Deferred Loan Repayments	\$94,000
Economic Development and Other	<u>\$14,500</u>
Total Loan Repayments	<u>\$279,000</u>

The City of Eau Claire's CDBG grant year begins in August of each year and ends the following July. This year's total grant and program income is estimated at \$1,050,000.

Operation Highlights

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



Activities

In June 2004, the Eau Claire City Council approved the following CDBG projects totaling \$1,050,000:

<table border="0" style="width: 100%;"> <tr> <td style="padding-left: 20px;">Grant</td> <td style="text-align: right;">\$771,000</td> </tr> <tr> <td style="padding-left: 20px;">(8-1-04 to 7-31-05)</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Estimated Program Inc.</td> <td style="text-align: right;">279,000</td> </tr> <tr> <td style="padding-left: 40px;">Total</td> <td style="text-align: right;"><u>\$1,050,000</u></td> </tr> </table> <p><u>Public Services</u></p> <table border="0" style="width: 100%;"> <tr><td>Chippewa Valley Free Health Clinic</td><td style="text-align: right;">\$11,000</td></tr> <tr><td>Community Table – Meal Center</td><td style="text-align: right;">11,000</td></tr> <tr><td>Feed My People – Food Distribution</td><td style="text-align: right;">11,000</td></tr> <tr><td>Bolton Refuge House – Vocational Advocate</td><td style="text-align: right;">11,000</td></tr> <tr><td>Building Families – Child Abuse Prevention</td><td style="text-align: right;">11,000</td></tr> <tr><td>Interfaith Hospitality – Homeless Assistance</td><td style="text-align: right;">11,000</td></tr> <tr><td>Western Dairyland – Minority Business Asst.</td><td style="text-align: right;">8,400</td></tr> <tr><td>Hmong Association – Housing Liaison</td><td style="text-align: right;">16,300</td></tr> <tr><td>Police Department – Community Liaison</td><td style="text-align: right;">25,600</td></tr> <tr><td>Police Department – Coalition for Youth</td><td style="text-align: right;">25,600</td></tr> <tr><td>Western Dairyland – Homeless Havens</td><td style="text-align: right;">4,500</td></tr> <tr><td>Catholic Charities – Emergency Services</td><td style="text-align: right;">2,000</td></tr> <tr><td>City of Eau Claire Hmong Resettlement</td><td style="text-align: right;">8,300</td></tr> <tr><td>North Riverfronts Neighborhood Assoc.</td><td style="text-align: right;">800</td></tr> </table> <p><u>Intensified Code Enforcement</u></p> <table border="0" style="width: 100%;"> <tr> <td>City/County Health Department</td> <td style="text-align: right;">\$55,200</td> </tr> </table>	Grant	\$771,000	(8-1-04 to 7-31-05)		Estimated Program Inc.	279,000	Total	<u>\$1,050,000</u>	Chippewa Valley Free Health Clinic	\$11,000	Community Table – Meal Center	11,000	Feed My People – Food Distribution	11,000	Bolton Refuge House – Vocational Advocate	11,000	Building Families – Child Abuse Prevention	11,000	Interfaith Hospitality – Homeless Assistance	11,000	Western Dairyland – Minority Business Asst.	8,400	Hmong Association – Housing Liaison	16,300	Police Department – Community Liaison	25,600	Police Department – Coalition for Youth	25,600	Western Dairyland – Homeless Havens	4,500	Catholic Charities – Emergency Services	2,000	City of Eau Claire Hmong Resettlement	8,300	North Riverfronts Neighborhood Assoc.	800	City/County Health Department	\$55,200	<p><u>Acquisition, Relocation and Clearance</u></p> <table border="0" style="width: 100%;"> <tr> <td>North Barstow St. Redevelopment</td> <td style="text-align: right;">\$200,000</td> </tr> </table> <p><u>Homeownership</u></p> <table border="0" style="width: 100%;"> <tr> <td>Eau Claire Housing Division</td> <td style="text-align: right;">\$83,700</td> </tr> </table> <p><u>Rehabilitation</u></p> <table border="0" style="width: 100%;"> <tr> <td>Housing Rehabilitation</td> <td style="text-align: right;">\$306,000</td> </tr> <tr> <td>Lead Based Paint Rehabilitation</td> <td style="text-align: right;">40,000</td> </tr> </table> <p><u>Planning</u></p> <table border="0" style="width: 100%;"> <tr> <td>Historic Randall Park Neighborhood Assoc.</td> <td style="text-align: right;">\$2,900</td> </tr> <tr> <td>North Riverfronts Neighborhood Association</td> <td style="text-align: right;">600</td> </tr> <tr> <td>Northside Hill Neighborhood Association</td> <td style="text-align: right;">3,000</td> </tr> <tr> <td>Comprehensive Plan</td> <td style="text-align: right;">50,000</td> </tr> </table> <p><u>Program Administration</u></p> <table border="0" style="width: 100%;"> <tr> <td>Administration</td> <td style="text-align: right;">\$144,000</td> </tr> </table> <p><u>Contingency</u></p> <table border="0" style="width: 100%;"> <tr> <td>To cover cost overruns</td> <td style="text-align: right;"><u>\$7,100</u></td> </tr> </table>	North Barstow St. Redevelopment	\$200,000	Eau Claire Housing Division	\$83,700	Housing Rehabilitation	\$306,000	Lead Based Paint Rehabilitation	40,000	Historic Randall Park Neighborhood Assoc.	\$2,900	North Riverfronts Neighborhood Association	600	Northside Hill Neighborhood Association	3,000	Comprehensive Plan	50,000	Administration	\$144,000	To cover cost overruns	<u>\$7,100</u>
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Housing Rehabilitation Operation Highlights

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



Before



After

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

Since its inception, the Loan Program has assisted with the rehabilitation of approximately 825 homes in the city of Eau Claire. Over \$5,000,000 has been loaned to homeowners and investors to correct code deficiencies and improve housing. The City Housing Division receives approximately \$250,000 per year from the repayment of these loans.

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

Other Information

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

Public Services

A maximum of fifteen percent of the City's annual CDBG allocation may go for public services that benefit low-income persons. Approximately \$2.6 million has been allocated to area public service providers over the last 16 years to increase and improve social service programs for the City's low-income population. Examples of programs which have been funded include:

- Feed My People – Local food bank
- Bolton Refuge House – Vocational advocacy program
- Building Families – Program to prevent child abuse
- Interfaith Hospitality – Emergency shelter for homeless families
- Chippewa Valley Free Clinic – Primary health care services
- Western Dairyland – Assistance for homeless families and minority business start-up assistance
- Salvation Army – Emergency shelter services for homeless
- Hmong Association – Hmong Housing Liaison
- Community Table – Administration and Rehabilitation of new soup kitchen location
- Catholic Charities – Eviction Prevention and Prescription Assistance
- Western Dairyland – Operating expenses for Homeless Haven Shelters
- City of Eau Claire Hmong Resettlement – Counseling and translation needs for Hmong refugees



Homeownership

In 1991, 13 single-family homes were purchased for a lease-to-purchase homeownership program. Low- to moderate-income families rent these homes for five years, during which time a portion of the money they pay in rent will go toward reducing the final purchase price. Since 1991, these original homes have been sold to the residents.

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

It is planned that the Homeownership Program will continue with the use of repayment money from the sale of the properties to the new families.



City Parks

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



Sundet Road Neighborhood Park Warming House

Tree Planting

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

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



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

DEBT SERVICE

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

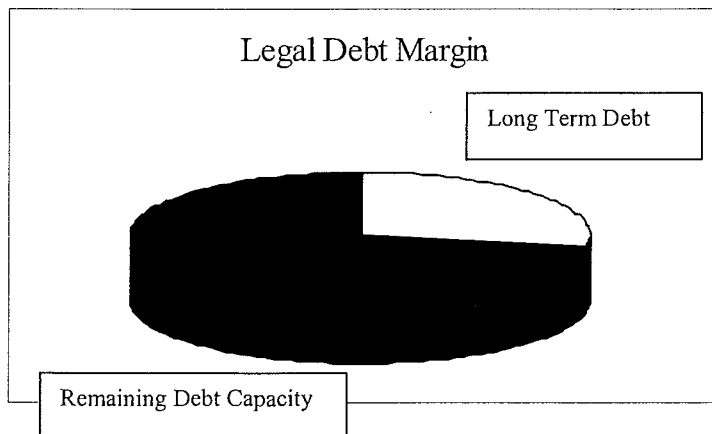
The City of Eau Claire has three types of debt issues:

- ◆ General obligation bonds and notes are issued for capital construction projects and are backed by the full faith and credit of the City.
 - ◆ Number of debt issues: 14
 - ◆ Total outstanding debt as of 12/31/04: \$42,992,340
- ◆ 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: 14
 - ◆ Total outstanding debt as of 12/31/04: \$17,160,000
- ◆ Revenue bonds are issued by the Water and Sewer Utilities for capital construction projects and are backed by user fees generated from operations in the enterprise funds. **These issues are recorded in the applicable fund and are not shown in the Debt Service Fund.**
 - ◆ Number of debt issues: 4 Water & 1 Sewer
 - ◆ Total outstanding debt as of 12/31/04:
Water = \$9,725,000; Sewer = \$1,960,000

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 71% of the total debt capacity remaining.

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



Overview of Revenues and Expenditures

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 2,556,994	\$ 1,489,600	\$ 1,764,840	\$ 2,031,200	\$ 1,501,000
Intergovernmental	70,281	1,900	4,008	4,000	4,000
Miscellaneous	440,842	393,300	379,442	420,700	446,800
Other Financing Sources	<u>4,685,886</u>	<u>2,564,100</u>	<u>-</u>	<u>2,564,100</u>	<u>2,725,000</u>
Total Revenues and Other Financing Sources	<u>7,754,004</u>	<u>4,448,900</u>	<u>2,148,290</u>	<u>5,020,000</u>	<u>4,676,800</u>
Expenditures and Other Financing Uses:					
Contractual Services	7,347	14,700	2,622	14,700	14,500
Principal - G.O. Bonds	3,560,000	1,250,000	1,360,000	1,360,000	1,530,000
Principal - S/A Bonds	1,630,000	1,810,000	1,810,000	1,810,000	1,980,000
Principal - Library Debt	125,000	130,000	130,000	130,000	0
Principal - Notes Payable	23,670	23,700	23,670	23,700	81,500
Interest - G.O. Bonds	1,004,987	1,131,600	556,784	1,077,100	1,134,500
Interest - S/A Bonds	417,104	510,700	222,140	402,600	430,700
Interest - Library Debt	9,016	3,100	3,055	3,100	0
Interest - Notes Payable	6,864	5,200	5,162	5,200	9,900
Arbitrage - Rebates	-	10,000	-	10,000	10,000
Other Financing Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>6,783,988</u>	<u>4,889,000</u>	<u>4,113,433</u>	<u>4,836,400</u>	<u>5,191,100</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 970,016</u>	<u>\$ (440,100)</u>	<u>\$ (1,965,144)</u>	<u>\$ 183,600</u>	<u>\$ (514,300)</u>
Available Fund Balance for Debt Service					
Beginning Balance	\$ 7,590,245	\$ 9,355,145		\$ 8,560,261	\$ 9,091,558
Changes in Available Balances:					
From operations	970,016	(440,100)		183,600	(514,300)
Transfer from TIF 6 CIP				<u>347,697</u>	
Ending Balance	<u>\$ 8,560,261</u>	<u>\$ 8,915,045</u>		<u>\$ 9,091,558</u>	<u>\$ 8,577,258</u>

Budget Overview

REVENUES

TAXES

By far the largest figure, the tax category includes special assessments levied for street capital projects that are applied to pay debt service on the special assessment notes that have been recorded in the Debt Service Fund.

This category also includes segregated property taxes resulting from the growth within Tax Incremental Districts (TID) that are used to repay TID debt. TID #6 is the only TID in this category in 2005.

TID #4 was closed by the City Council in 2003. Debt service will continue to be paid from this fund from accumulated tax increments until the bonds can be called.

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

Revenue Classification	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
TAXES					
Incremental taxes-T.I.F. #4	\$ 364,983	\$ -	\$ 35,322	\$ 35,300	\$ -
Incremental taxes-T.I.F. #6	-	189,500	133,343	200,900	201,000
Current special assessments	1,158,394	1,100,100	1,324,990	1,325,000	1,100,000
Special assessments-advance payment	<u>1,033,617</u>	<u>200,000</u>	<u>271,184</u>	<u>470,000</u>	<u>200,000</u>
Total taxes	<u>2,556,994</u>	<u>1,489,600</u>	<u>1,764,840</u>	<u>2,031,200</u>	<u>1,501,000</u>
INTERGOVERNMENTAL REVENUES					
State aid -Computer Tax Exp	<u>70,281</u>	<u>1,900</u>	<u>4,008</u>	<u>4,000</u>	<u>4,000</u>
MISCELLANEOUS					
Interest income-debt service	380,627	340,000	348,332	364,200	390,000
Interest income-T.I.F. #4	60,215	50,000	25,133	48,700	49,000
Interest income-T.I.F. #6	<u>-</u>	<u>3,300</u>	<u>5,977</u>	<u>7,800</u>	<u>7,800</u>
Total miscellaneous	<u>440,842</u>	<u>393,300</u>	<u>379,442</u>	<u>420,700</u>	<u>446,800</u>
OTHER FINANCING SOURCES					
Transfers from other funds:					
General fund	2,146,870	2,431,000	-	2,431,000	2,725,000
Library	134,016	133,100	-	133,100	-
Proceeds from the sale of bonds	<u>2,405,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total other financing sources	<u>4,685,886</u>	<u>2,564,100</u>	<u>-</u>	<u>2,564,100</u>	<u>2,725,000</u>
Total revenues and other financing sources	<u>\$ 7,754,004</u>	<u>\$ 4,448,900</u>	<u>\$ 2,148,290</u>	<u>\$ 5,020,000</u>	<u>\$ 4,676,800</u>

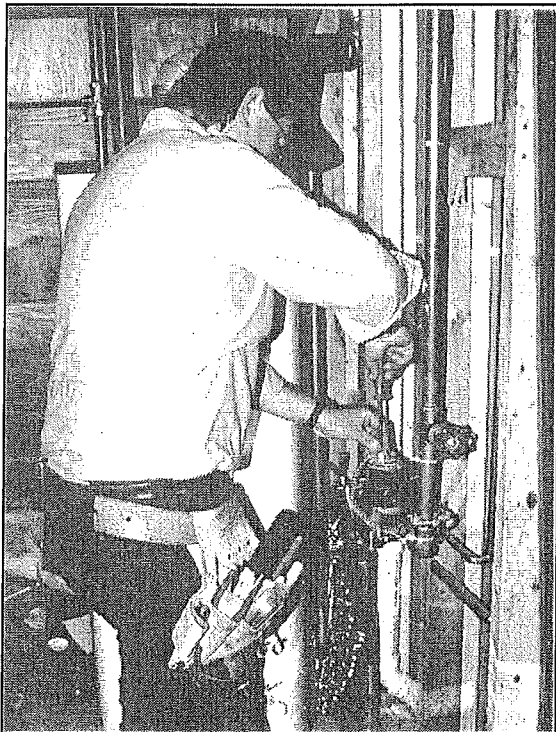
WATER UTILITY

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

Programs & Services

Major Operations

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



Above: Installing a meter

Services

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



Left: Hydrants are flushed to assure clean water lines.

Overview of Revenues and Expenditures

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues:					
Charges for Services	\$ 6,779,023	\$ 6,564,000	\$ 3,076,768	\$ 6,564,000	\$ 6,860,800
Other Operating	197,393	173,000	192,686	173,000	173,000
Miscellaneous	7,917	15,000	-	15,000	15,000
Non-Operating	128,763	231,000	12,438	231,000	175,000
Other Budgeted Receipts	128,233	268,000	-	268,000	268,000
Total Revenues	<u>7,241,329</u>	<u>7,251,000</u>	<u>3,281,892</u>	<u>7,251,000</u>	<u>7,491,800</u>
Expenses:					
Personal Services	1,578,914	1,977,100	820,598	1,977,100	2,076,100
Contractual Services	368,038	278,700	112,821	279,300	283,700
Utilities	333,327	381,100	136,044	376,100	388,600
Fixed Charges	1,373,095	1,711,900	852,435	1,711,900	1,626,700
Materials & Supplies	303,882	260,200	78,372	264,600	273,900
Non-Operating -Proprietary Funds	804,432	841,300	412,252	841,300	810,400
Total Expenses and Other Financing Uses	<u>4,761,689</u>	<u>5,450,300</u>	<u>2,412,521</u>	<u>5,450,300</u>	<u>5,459,400</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 2,479,641</u>	<u>\$ 1,800,700</u>	<u>\$ 869,371</u>	<u>\$ 1,800,700</u>	<u>\$ 2,032,400</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 776,246	\$ 1,395,281		\$ 2,132,585	\$ 1,278,885
Changes in Available Balances:					
From operations	2,479,641	1,800,700		1,800,700	2,032,400
Contributed capital	143,673	146,000		146,000	141,000
Principal payment - debt	(763,218)	(875,400)		(875,400)	(937,700)
Tsf to capital projects/reserves	(503,757)	(1,925,000)		(1,925,000)	(924,000)
Ending Balance	<u>\$ 2,132,585</u>	<u>\$ 541,581</u>		<u>\$ 1,278,885</u>	<u>\$ 1,590,585</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES

Water Rates

The Public Service Commission (PSC) regulates water rates and established a 3% rate increase to the water utility in 2003. The results of the 2004 rate application to the Public Service Commission will go into effect in 2005.

Special Assessments

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

EXPENDITURES

PERSONAL SERVICES

No changes in personnel in the Water Utility are proposed as part of the 2005 budget.

FIXED CHARGES

The Water Utility makes a payment-in-lieu of taxes to the General Fund and reimburses the General Fund for engineering and administrative services. The 2005 payment-in-lieu of taxes is \$1,050,000.

CAPITAL OUTLAY & EQUIPMENT PURCHASES

The 2005 budget includes the acquisition of one (1) additional laptop computer for mobile data use, 3 metal detectors and 4 radios. Future years will require funding to replace deteriorated, worn and outdated equipment needed to maintain operations in the water utility.

Revenue Detail

Revenue Classification	Water Utility				
	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
OPERATING REVENUES					
Plumbing permits	\$ -	\$ -	\$ 1,765	\$ -	\$ 2,000
Charges for services:					
General customers:					
Residential	3,336,545	3,135,000	1,496,749	3,135,000	3,270,000
Commercial	1,267,990	1,230,000	540,426	1,230,000	1,268,000
Industrial	612,406	653,000	315,844	653,000	672,500
Public	301,628	290,000	106,856	290,000	298,700
Fire protection:					
Private	41,224	39,000	21,629	39,000	40,000
Public	1,157,650	1,153,000	593,498	1,153,000	1,245,600
Unmetered sales:					
Commercial	1,474	3,000	-	3,000	3,000
Public	60,106	61,000	-	61,000	61,000
Total charges for services	<u>6,779,023</u>	<u>6,564,000</u>	<u>3,076,768</u>	<u>6,564,000</u>	<u>6,860,800</u>
OTHER OPERATING REVENUES					
Forfeited discounts	67,628	61,000	16,090	61,000	61,000
Service charges for sewer collection	78,323	76,000	157,500	76,000	76,000
Miscellaneous service revenue	51,442	36,000	19,096	36,000	36,000
Total other operating revenues	<u>197,393</u>	<u>173,000</u>	<u>192,686</u>	<u>173,000</u>	<u>173,000</u>
MISCELLANEOUS REVENUES					
M & J Revenues	<u>7,917</u>	<u>15,000</u>	<u>-</u>	<u>15,000</u>	<u>15,000</u>
NON-OPERATING REVENUES					
Interest:					
Investments	74,512	181,000	12,216	181,000	125,000
Int.- Installment S/A	54,250	50,000	221	50,000	50,000
Misc. reimbursements & refunds	128,233	356,000	2,788	356,000	351,000
Total non-operating revenues	<u>256,996</u>	<u>587,000</u>	<u>15,225</u>	<u>587,000</u>	<u>526,000</u>
Total revenues	<u>\$ 7,241,329</u>	<u>\$ 7,339,000</u>	<u>\$ 3,284,680</u>	<u>\$ 7,339,000</u>	<u>\$ 7,574,800</u>

OPERATING REVENUES

Charges for Services

Water Utility rates are regulated by the Public Service Commission. The following rates are effective August 1, 2003. Rates are based on a declining scale depending on usage as follows:

Quarterly Service Charge 5/8" and 3/4" Meters: \$14.37

First 7,500 C.F. = \$1.21 per 100 C.F.

Next 742,000 C.F. = \$1.04 per 100 C.F.

Over 750,000 C.F. = \$0.69 per 100 C.F.

Water Utility

Customers and Operating Revenues

	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005 Est</u>
Number of Customers (average)	22,913	23,349	23,836	24,270	24,660	25,000
Operating Revenue (000's)	\$6,105	\$6,460	\$6,519	\$6,986	\$6,579	\$6,584

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

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

The average residential customer's quarterly water bill for 2004 is estimated to be \$44.62 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

	2003	2004	2005
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	1.00 *	1.00
Operator II	1.00	1.00	1.00
Serviceman II	2.00	2.00	2.00
Operator I	8.00	8.00	8.00
Serviceman I	10.00	10.00	10.00
Serviceman	3.00	3.00	3.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>28.50</u>	<u>29.00</u>	<u>29.00</u>

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

* A .5 position was transferred from the General Fund.

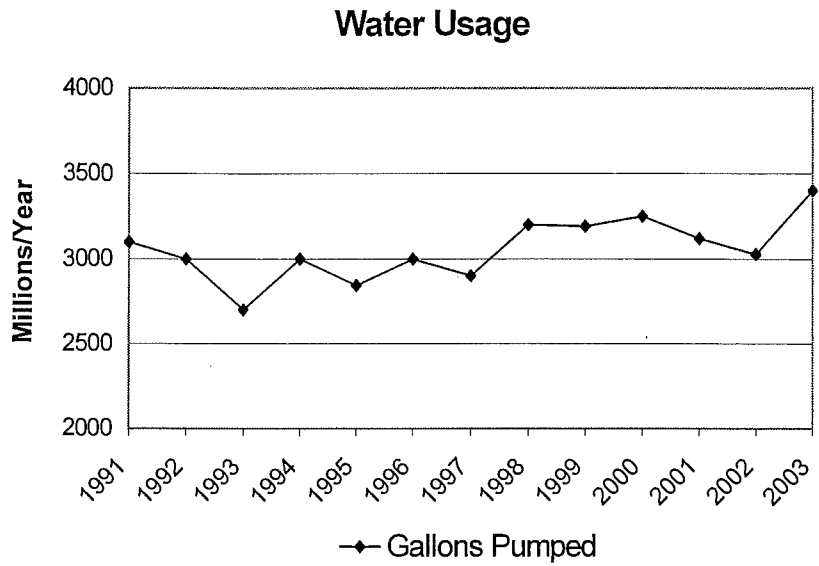
Cross-divisional charges include:

- 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



	1995	2000	2003
Average Number of Water Customers	21,233	22,732	24,075
Total Gallons Pumped (in thousands)	2,844,950	3,250,349	3,401,468
Average Water Used Per Person Per Day	133	144	147
Miles of Water Main	305	334	341
Average Quarterly Residential Bill, 25 ccf	\$35.35	\$37.44	\$41.50

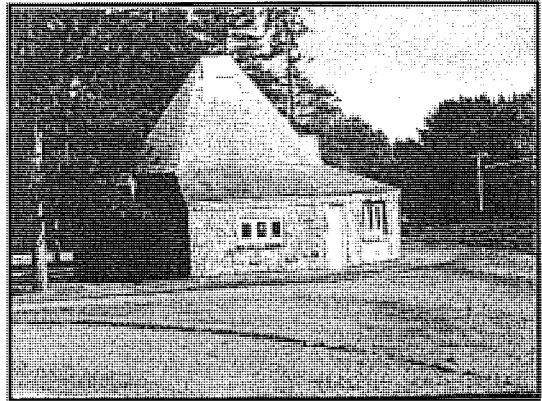


Water treatment plant removes iron and manganese, disinfects and adds fluoride to water supply.

** Includes Public Fire Protection Charge*

Facilities

- ◆ Water Treatment Plant
- ◆ 15 Operating Wells
 - Average daily pumpage - 9.32 million gallons
 - Maximum daily pumpage - 18 million gallons
- ◆ 5 Water Booster Stations
- ◆ 341 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
- ◆ 3,337 Fire Hydrants
- ◆ Meter Repair Shop located at Central Maintenance Facility
- ◆ 24,075 Customers and Water Service Connections



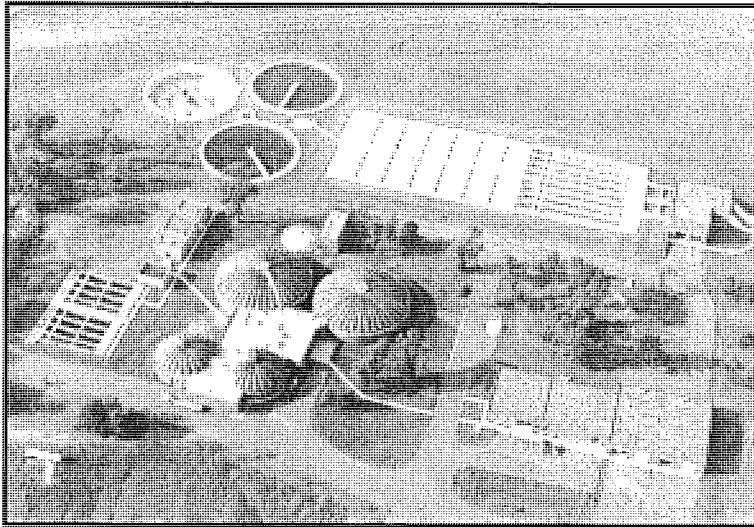
Fifteen city wells are located off Riverview Drive.

Equipment

Part of central equipment fund/replacement is funded by reserve

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

SEWER UTILITY



*Wastewater Treatment
Plant
1000 Ferry Street*

The Wastewater Treatment Plant and Sanitary Sewer Collection System are in the Utilities Division of the Public Works Department. The employees are under the supervision of the Utilities Administrator and are responsible for Wastewater Utility Services.

Programs & Services

Services Provided by Employees

- ◆ Over 23,000 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 mains
- ◆ Flushing and jet cleaning of sanitary sewer pipes
- ◆ Administer industrial pretreatment program

Areas of Employee Assignment

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



Sanitary Sewer Pipe Cleaning

Overview of Revenues and Expenditures
--

	<u>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 5,944,534	\$ 6,033,000	\$ 2,753,667	\$ 6,033,000	\$ 6,205,000
Other Operating	78,077	80,500	15,649	80,500	80,500
Non-Operating	183,023	328,300	12,907	328,300	220,000
Total Revenues	<u>6,205,634</u>	<u>6,441,800</u>	<u>2,782,223</u>	<u>6,441,800</u>	<u>6,505,500</u>
Expenses:					
Personal Services	1,740,138	1,906,600	748,543	1,906,600	1,993,900
Contractual Services	958,193	727,000	311,606	727,600	738,500
Utilities	361,651	373,300	132,423	373,300	380,600
Fixed Charges	420,420	433,700	212,888	433,700	457,200
Materials & Supplies	349,273	419,900	163,698	419,300	439,400
Non-Operating -Proprietary Funds	205,814	136,400	103,297	173,700	125,700
Other Financing Uses	250,000	175,000	-	175,000	100,000
Total Expenses and Other Financing Uses	<u>4,285,489</u>	<u>4,171,900</u>	<u>1,672,455</u>	<u>4,209,200</u>	<u>4,235,300</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 1,920,145</u>	<u>\$ 2,269,900</u>	<u>\$ 1,109,768</u>	<u>\$ 2,232,600</u>	<u>\$ 2,270,200</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 3,109,308	\$ 3,097,408		\$ 3,143,144	\$ 3,170,544
Changes in Available Balances:					
From operations	1,920,145	2,269,900		2,232,600	2,270,200
Contributed capital	204,277	170,000		170,000	170,000
Principal payments - debt	(458,126)	(485,200)		(485,200)	(502,400)
Transfer from (to) capital/reserves	<u>(1,632,459)</u>	<u>(1,890,000)</u>		<u>(1,890,000)</u>	<u>(1,910,000)</u>
Ending Balance	<u>\$ 3,143,144</u>	<u>\$ 3,162,108</u>		<u>\$ 3,170,544</u>	<u>\$ 3,198,344</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 2005. With increases in maintenance costs and the need to fund major equipment replacement, rate increases may be necessary within the next two years.

SPECIAL ASSESSMENTS

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

EXPENDITURES

PERSONAL SERVICES

No changes in personnel in the Sewer Utility are proposed as part of the 2005 budget.

FIXED CHARGES

Administrative charges and insurance are included in the fixed charges category. Administrative charges reimburse the General fund for engineering and administrative services.

CAPITAL OUTLAY

Equipment purchases in 2005 include two radios, a bearing puller set, odor control equipment and a distillery totaling \$11,100. The Capital Improvement Program (CIP) outlines major sewer system projects proposed in the next five years.

Revenue Detail

Revenue Classification	Sewer Utility				
	2003 Actual	2004 Budget	2004 6-Month Actual	2004 Projection	2005 Budget
OPERATING REVENUES					
Charges for services:					
Residential	\$ 2,688,253	\$ 2,750,000	\$ 1,381,151	\$ 2,750,000	\$ 2,750,000
Commercial	1,752,188	1,800,000	737,275	1,800,000	1,800,000
Industrial	571,164	620,000	306,319	620,000	720,000
Public	342,130	359,200	138,470	359,200	359,200
Industrial surcharge	366,038	240,000	155,626	240,000	332,000
Industrial pretreatment	36,575	38,800	-	38,800	38,800
Other sewer services	188,185	225,000	34,825	225,000	205,000
Total charges for services	<u>5,944,534</u>	<u>6,033,000</u>	<u>2,753,667</u>	<u>6,033,000</u>	<u>6,205,000</u>
OTHER OPERATING REVENUES					
Miscellaneous service revenues	23,523	25,500	1,681	25,500	25,500
Forfeited discounts	54,555	55,000	13,968	55,000	55,000
Total other operating revenues	<u>78,077</u>	<u>80,500</u>	<u>15,649</u>	<u>80,500</u>	<u>80,500</u>
MISCELLANEOUS					
Interest:					
Investments	112,734	263,000	12,476	263,000	154,700
Interest - Installment S/A	67,962	65,300	276	65,300	65,300
Miscellaneous	2,327	-	155	-	-
Total miscellaneous revenues	<u>183,023</u>	<u>328,300</u>	<u>12,907</u>	<u>328,300</u>	<u>220,000</u>
NON-OPERATING REVENUES					
Spl. Assessments	<u>181,395</u>	<u>170,000</u>	<u>2,539</u>	<u>170,000</u>	<u>170,000</u>
Total revenues	<u>\$ 6,387,029</u>	<u>\$ 6,611,800</u>	<u>\$ 2,784,762</u>	<u>\$ 6,611,800</u>	<u>\$ 6,675,500</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>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
Number of Customers	22,196	22,607	23,012	23,400	23,900	24,200
User Rate Per 100 CF	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04
Operating Revenue (000's)	\$5,906	\$5,721	\$5,814	\$6,049	\$6,114	\$6,286

The average residential customer's quarterly sewer bill for 2004 is currently estimated at \$51.00, based on 25 ccf.

NON-OPERATING REVENUES

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

Staffing

Sewer Utility

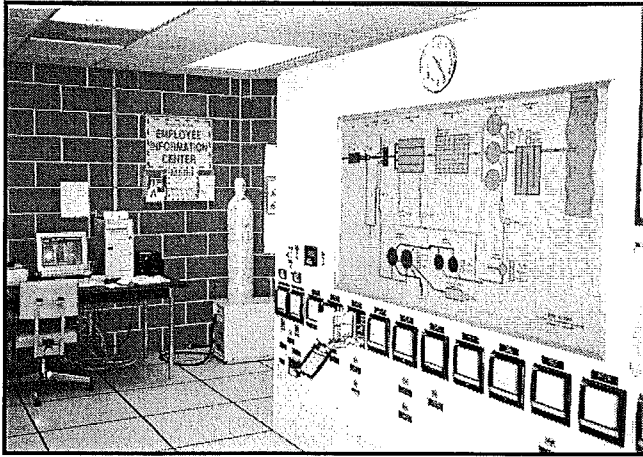
	2003	2004	2005
Utilities Chemist	1.00	1.00	1.00
Wastewater Collection Superintendent	1.00	1.00	1.00
Wastewater Plant Supervisor	1.00	1.00	1.00
Utilities Engineer	1.00	1.00	1.00
Assistant Chemist	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Operator II	2.00	2.00	2.00
Serviceman II	1.00	1.00	1.00
Laboratory 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



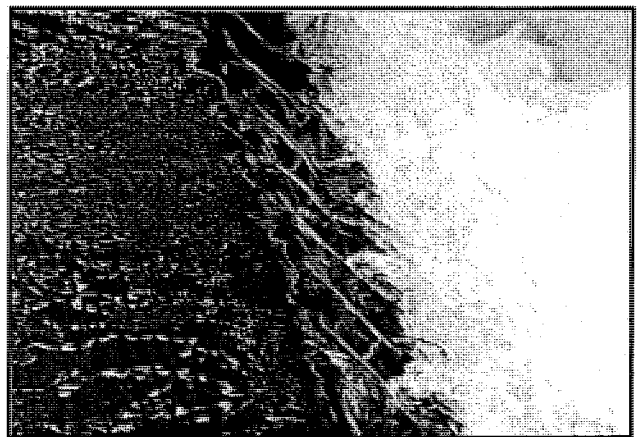
*Wastewater Treatment
Plant Control Panel*

Operating Statistics

	<u>1995</u>	<u>2000</u>	<u>2003</u>
Average number of Sewer Utility Customers	20,327	22,196	23,431
Total gallons treated (in thousands)	2,380,561	2,444,952	2,361,821
Average gallons treated per person per day	111	108	102
Miles of sewers	248	287	306
Average quarterly residential bill	46.50	46.92	46.92

Effluent Quality (Discharge to Chippewa River)

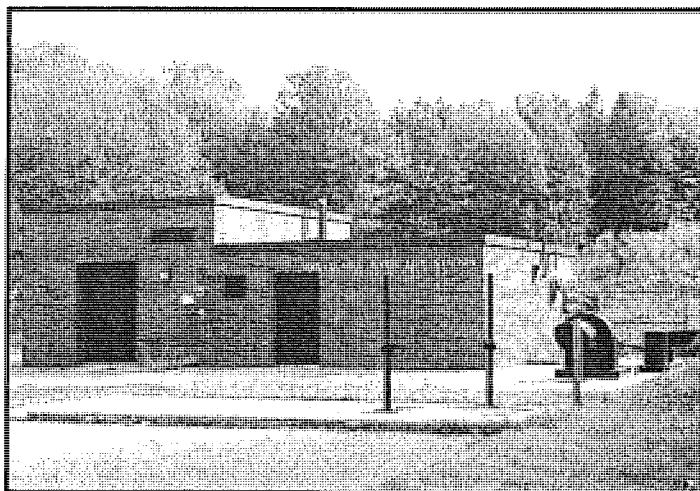
<u>Parameter</u>	<u>Permit Limits</u>	<u>2003 Average Discharge</u>
Oxygen Demand (BOD)	25 mg/l	10 mg/l
Suspended Solids (TSS)	30 mg/l	14 mg/l
pH	6-9	7.2
Phosphorous	1.0 mg/l	0.70 mg/l



Clear Water in Chlorine Chamber

Facilities

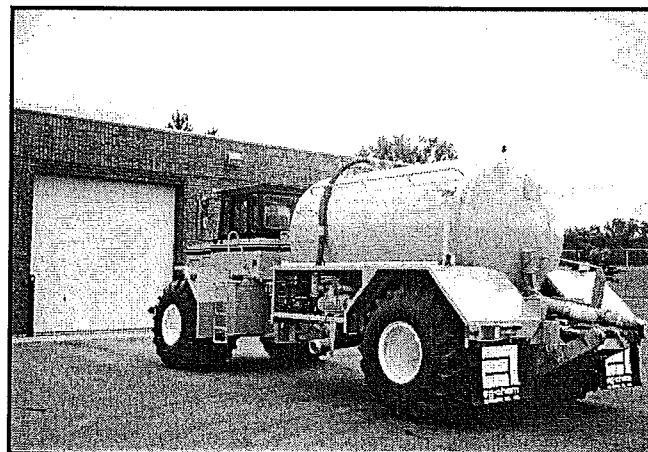
- ◆ Wastewater Treatment Plant
 - Capacity - 12 million gallons per day
 - Currently treating - 6.78 million gallons per day
- ◆ 21 Sewage Pump Stations - Various Locations
- ◆ 306 Miles of Sewer Main (8" to 48")
- ◆ Over 23,000 Customers and Connections to the Sewer System
- ◆ Testing Laboratory at the Wastewater Treatment Plant
- ◆ Sewer Maintenance Equipment and Staff are housed at the Central Maintenance Facility - 910 Forest Street



Eau Claire River Lift Station

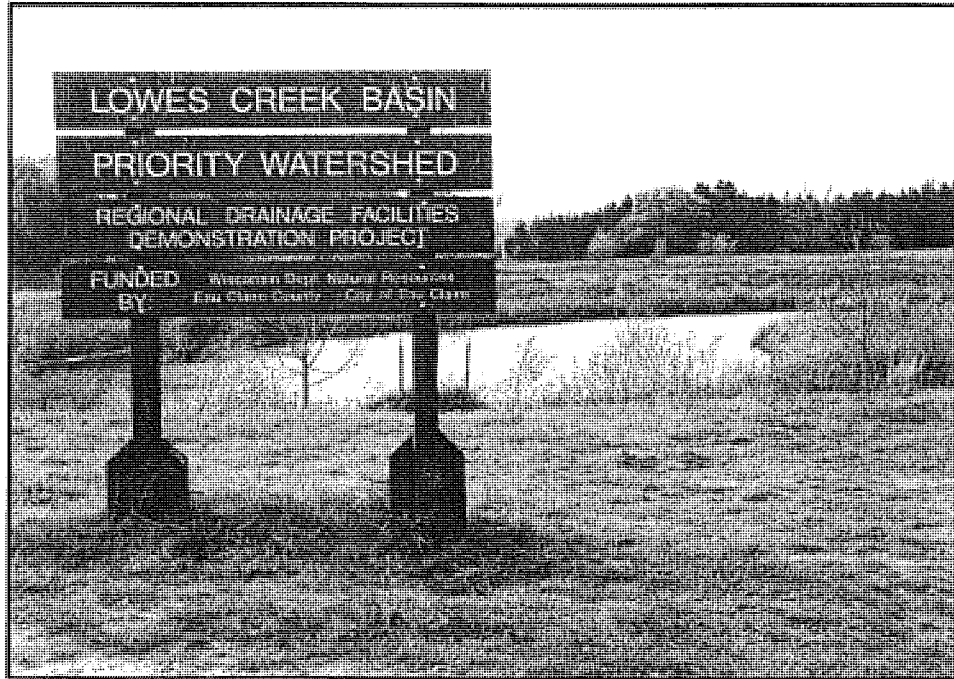
Equipment

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



Vehicle for field injection of biosolids

STORM WATER MANAGEMENT



Lowes Creek Detention Basin

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

Programs & Services

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

Overview of Revenues and Expenditures
--

	<u>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 1,711,556	\$ 1,904,700	\$ 935,638	\$ 1,904,700	\$ 2,115,000
Other Operating	13,708	10,000	4,396	10,000	10,000
Miscellaneous	33,618	12,000	3,180	12,000	12,000
Total Revenues	<u>1,758,883</u>	<u>1,926,700</u>	<u>943,214</u>	<u>1,926,700</u>	<u>2,137,000</u>
Expenditures and Other Financing Uses:					
Personal Services	275,963	378,800	91,355	378,800	385,900
Contractual Services	173,015	221,400	31,940	222,900	229,200
Utilities	338	1,000	150	1,000	1,000
Fixed Charges	364,682	290,900	155,123	300,600	366,500
Materials & Supplies	31,953	43,300	1,662	32,100	42,600
Non-Operating -Proprietary Funds	473,159	516,200	253,302	516,200	600,800
Other Financing Uses	-	99,800	-	99,800	201,200
Total Expenditures and Other Financing Uses	<u>1,319,111</u>	<u>1,551,400</u>	<u>533,532</u>	<u>1,551,400</u>	<u>1,827,200</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 439,771</u>	<u>\$ 375,300</u>	<u>\$ 409,682</u>	<u>\$ 375,300</u>	<u>\$ 309,800</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 903,356	\$ 840,856		\$ 1,449,870	\$ 1,415,170
Changes in Available Balances:					
From operations	439,771	375,300		375,300	309,800
Contributed Capital	27,381				
Principal payments - debt	(350,000)	(410,000)		(410,000)	(485,000)
Tsf to capital projects/reserves	429,362	-		-	-
Ending Balance	<u>\$ 1,449,870</u>	<u>\$ 806,156</u>		<u>\$ 1,415,170</u>	<u>\$ 1,239,970</u>

Budget Overview

REVENUES

The revenue projections are based on 45,200 billable Equivalent Runoff Units (ERU). The proposed utility fee for the 2005 budget is \$47.00 per ERU. The \$4.00 increase is required due to higher cost of operations, debt service payments, and the transfer of a portion of the street sweeping costs from the General Fund to Storm Water Fund. The rate structure was changed in 2001 to cover expenses of three components: administration and water quality, operations, and debt service.

EXPENDITURES

PERSONAL SERVICES

No changes in personnel are proposed as part of the 2005 budget.

CONTRACTUAL SERVICES

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

FIXED CHARGES

The Storm Water Management Fund receives administrative and technical support from the General Fund, in much the same manner as the water and sewer utilities. The administrative charges totaling \$361,900 compensates the General Fund for those services, thereby reducing the tax levy.

OTHER FINANCING USES

Debt service is accounted for in the operating budget of the Storm Water Management Fund and is projected to increase by \$159,600 for a total appropriation of \$1,085,800.

The 2005 storm water budget includes a transfer of \$201,200 to the General Fund to pay for a portion of the street sweeping costs associated with maintaining and improving quality of surface water in the community. The budget also includes an increase of \$5,000 for the new charge for the storm water discharge permit issued by the Wisconsin Department of Natural Resources. This fee is double the amount imposed in 2004.

Revenue Detail

Revenue Classification	Storm Water Management				
	2003 Actual	2004 Budget	2004 6-Month Actual	2004 Projection	2005 Budget
CHARGES FOR SERVICES					
Stormwater - Residential	\$ 778,425	\$ 842,800	\$ 424,895	\$ 842,800	\$ 952,000
Stormwater - Nonresidential	<u>933,132</u>	<u>1,061,900</u>	<u>510,743</u>	<u>1,061,900</u>	<u>1,163,000</u>
Total charges for services	<u>1,711,556</u>	<u>1,904,700</u>	<u>935,638</u>	<u>1,904,700</u>	<u>2,115,000</u>
OTHER OPERATING REVENUES					
Forfeited discounts	<u>13,708</u>	<u>10,000</u>	<u>4,396</u>	<u>10,000</u>	<u>10,000</u>
MISCELLANEOUS					
Interest income	<u>33,618</u>	<u>12,000</u>	<u>3,180</u>	<u>12,000</u>	<u>12,000</u>
Total revenues	<u>\$ 1,758,883</u>	<u>\$ 1,926,700</u>	<u>\$ 943,214</u>	<u>\$ 1,926,700</u>	<u>\$ 2,137,000</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

	2003	2004	2005
Project Engineer	1.00	1.00	1.00
Utility Chemist	1.00	1.00	1.00
Engineering Technician I	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 at the beginning of the budget year.



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.

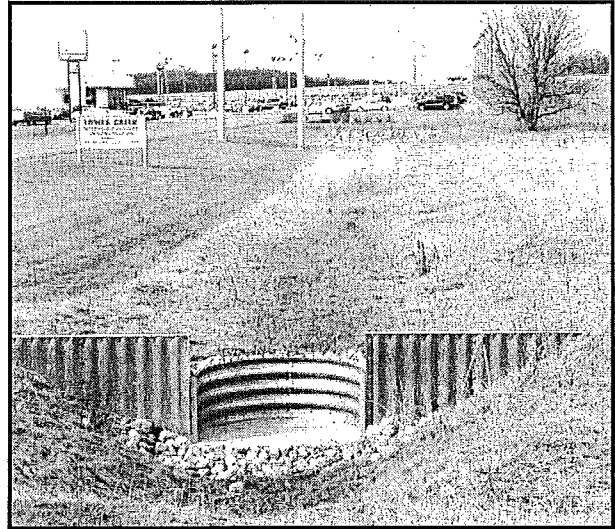
Operation Highlights

- ◆ Fees Based on Equivalent Runoff Units (ERU)
- ◆ 3,000 Sq. Ft. of Impervious Area Equals 1 ERU
- ◆ 45,200 ERU's in the City
- ◆ Credits for Providing Storm Water Management

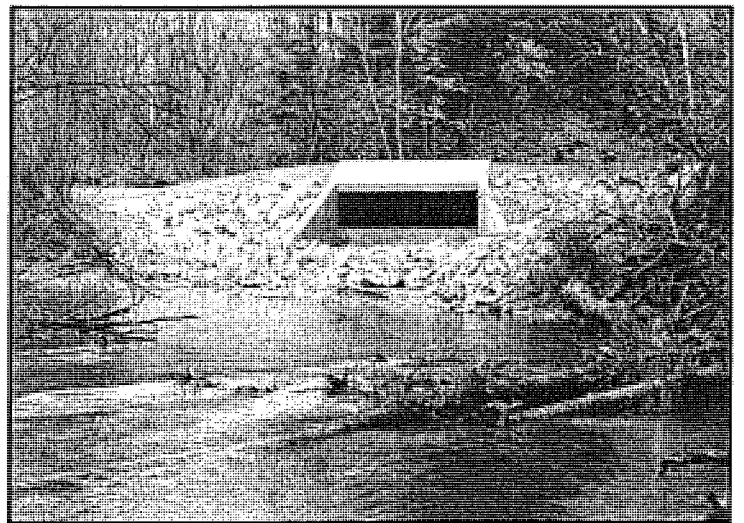
Facilities

38 Square Mile Drainage Area

- ◆ 6 Major Drainage Basins
 - Upper Chippewa River
 - Lower Chippewa River
 - Sherman Creek
 - Eau Claire River
 - Otter Creek
 - Lowes Creek (Priority Watershed)
- ◆ 256 Miles of Storm Sewer Pipe (10" to 72" Diameter)
- ◆ 45 Storm Water Detention Facilities
- ◆ 7,769 Catch Basins and Inlets
- ◆ 142 Storm Sewer Outfalls
 - Otter Creek at Eastwind
 - Lowes Creek (Fairgrounds)
 - White Avenue (Airport)
 - North Crossing at Chippewa River
 - Sherman Creek (Menomonie St.)
 - Dells Pond (VFW)
 - Lowes Creek (I-94)
 - Otter Creek (Storrs Ave.)
 - Otter Creek (Bauer St.)



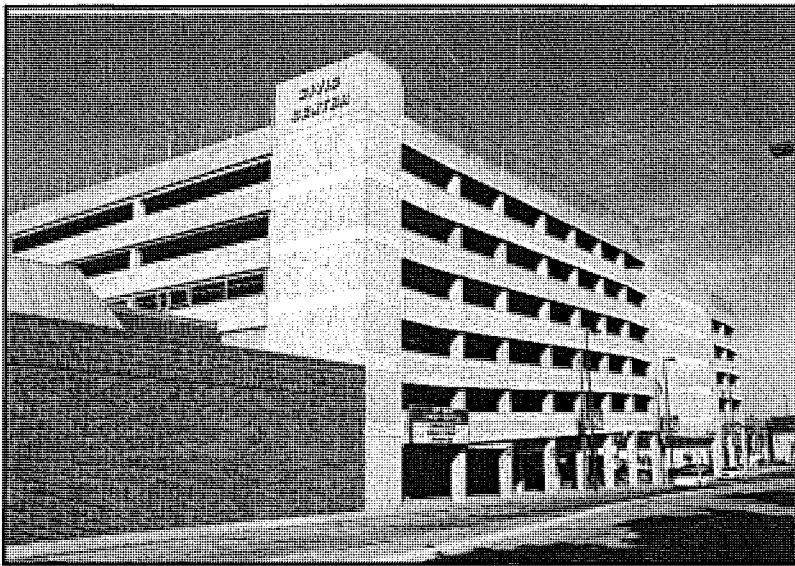
Storm Water Quality Grass Swale and Erosion Control Structure



Otter Creek & Gateway Drive Outfall Structure

PARKING UTILITY

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



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

Programs & Services

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

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

	<u>2003 Actual</u>	<u>2004 Adopted</u>	<u>2004 6-Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Operating Budget					
Revenues:					
Charges for Services	\$ 229,664	\$ 238,600	\$ 108,552	\$ 221,800	\$ 233,900
Total Revenues	<u>229,664</u>	<u>238,600</u>	<u>108,552</u>	<u>221,800</u>	<u>233,900</u>
Expenses:					
Personal Services	133,932	132,200	52,663	132,200	136,100
Contractual Services	44,569	55,500	27,485	61,000	56,400
Utilities	36,169	40,700	18,811	35,200	41,500
Fixed Charges	9,441	34,400	26,298	34,400	8,100
Materials & Supplies	<u>31,410</u>	<u>9,600</u>	<u>1,236</u>	<u>9,600</u>	<u>9,700</u>
Total Expenses and Other Financing Uses	<u>255,520</u>	<u>272,400</u>	<u>126,494</u>	<u>272,400</u>	<u>251,800</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ (25,856)</u>	<u>\$ (33,800)</u>	<u>\$ (17,942)</u>	<u>\$ (50,600)</u>	<u>\$ (17,900)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 97,103	\$ 62,903		\$ 70,047	\$ 19,447
Changes in Available Balances:					
From operations	(25,856)	(33,800)		(50,600)	(17,900)
Transfer to capital projects	<u>(1,200)</u>	<u>(25,000)</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 70,047</u>	<u>\$ 4,103</u>		<u>\$ 19,447</u>	<u>\$ 1,547</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES

The Parking Utility operates 2 parking structures (539 spaces) and 11 public surface parking lots (685 spaces). The utility is also responsible for the operation and maintenance of 429 parking meters along with a number of leased stalls. Revenues from these sources are used to fund the maintenance and operating expenses of the utility.

Office closings and relocations from the Downtown have impacted the sale of municipal parking permits. A reduction in the number of trade shows at the Convention Center has decreased the hourly cash revenue at the municipal ramp. The overall parking revenue is projected to decrease by approximately 2% in 2005.

EXPENDITURES

PERSONAL SERVICES

No changes in full-time personnel are proposed as part of the 2005 budget. Custodial responsibilities were added to the Skilled Worker's job duties for the Parking Utility in 2004 reflecting the reduction of one Public Works custodial position.

CAPITAL OUTLAY

The parking ramp repair program is outlined in the Capital Improvement Plan (CIP) and includes replacing elevator lobby climate controllers, elevator lobby roof, directional signage, and deteriorated stairwell and elevator lobby doors and frames. An engineering analysis of the parking deck on Graham Avenue may be done in 2005. Also included in the CIP is a \$200,000 transfer from the Economic Development Fund to support a portion of the proposed municipal parking lot in the North Barstow Redevelopment District.

Revenue Detail

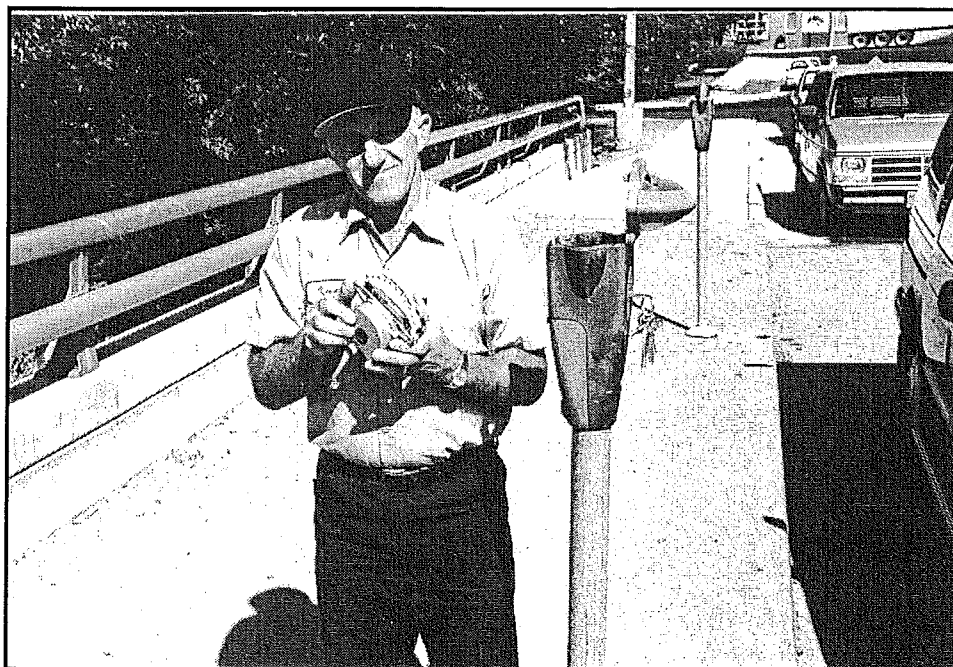
Revenue Classification	Parking Utility				
	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
On-street metered	\$ 17,812	\$ 18,500	\$ 10,238	\$ 18,500	\$ 19,000
Off-street metered	35,376	34,300	17,512	33,700	34,400
Off-street unmetered:					
Barstow & Grand Lot	452	800	66	400	400
Graham ramp	46,470	45,900	22,810	45,900	45,900
Farwell ramp	58,427	58,000	27,319	56,000	56,000
Riverview Lot	13,659	16,000	8,517	13,000	13,000
10-hour parking permits	57,249	65,000	21,805	54,000	65,000
Miscellaneous	219	100	284	300	200
Total charges for services	229,664	238,600	108,552	221,800	233,900
Total revenues	\$ 229,664	\$ 238,600	\$ 108,552	\$ 221,800	\$ 233,900

Staffing

Parking Utility

	2003	2004	2005
Parking Attendants	1.25	1.25	1.25
Skilled Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>2.25</u></u>	<u><u>2.25</u></u>	<u><u>2.25</u></u>

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



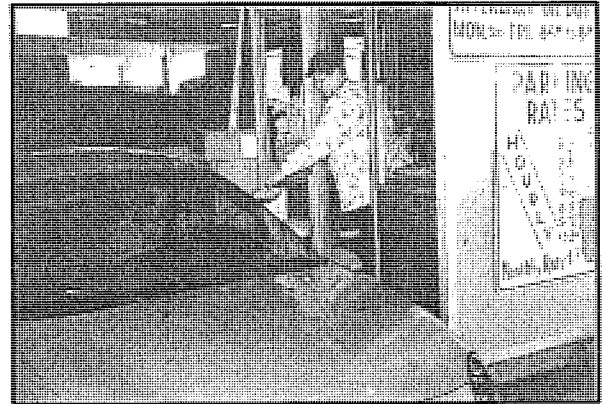
Parking Meter Repairs

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	\$58.50*
Riverview Lot Permit, Quarterly	\$75.00*
Municipal Ramp, Monthly	\$31.00*
Riverside Deck-Upper Level, Quarterly Permit	\$93.00*
Riverside Deck-Lower Level, Quarterly (assigned stalls)	\$99.00*

*Plus 5.5% Sales Tax



Parking Ramp Fee Collections

Facilities

Parking Structures	2
	539 Spaces
Surface Lots	11
	685 Spaces
On-street Meters	129
Off-street Meters	<u>300</u>
Total Meters	429



Riverview Parking Lot

- ◆ On-street Parking Meters
 - Operating Time
 - 9:00 a.m. to 6:00 p.m.
 - Monday through Friday,
 - except holidays

- ◆ Monthly permits available for ramps and surface lots

- ◆ Meters located Downtown and in selected lots

PARKING LOTS - JUNE 10, 2004

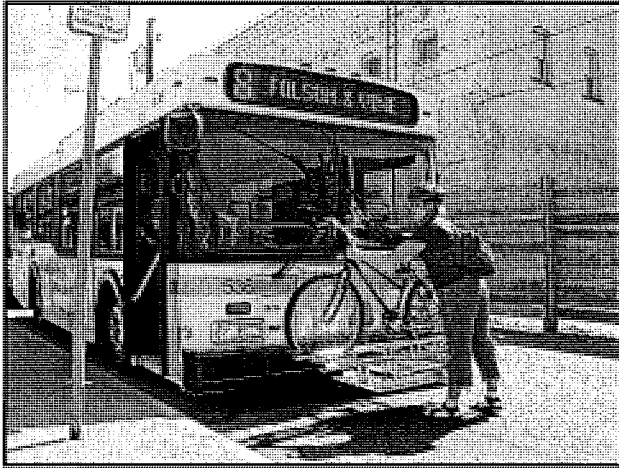
NUMBER	DESCRIPTION	RESERVED SPACES	PERMIT SPACES	METERED SPACES	HANDICAP SPACES	TOTAL SPACES
3.	Railroad Street Lot Between Farwell Street and Barstow Street Hours: 9 a.m. - 6 p.m. - M-F	-	-	72 (12-Hour) \$0.20/Hour	3	75
4.	Haymarket Lot NW Corner of Eau Claire Street and Graham Avenue Hours: 9 a.m. - 6 p.m. - M-F	1 Bike Rack	-	95 Total (20-2 Hour) (75-10 Hour) \$0.25/Hour	5	101
5.	Riverside Parking Deck-Upper Level Riverside Parking Deck-Lower Level Graham Avenue at Gray Street Permit Hours: 7 a.m. - 5 p.m. - M-F Meter Hours: 9 a.m. - 6 p.m. - M-F	- -	50 69	13 0 (4-Hour) \$0.25/Hour	2 -	65 69
6.	Transfer Center Lot SW Corner of Main Street & Farwell Street Hours: 9 a.m. - 6 p.m. - M-F	-	-	45 (4-Hour) \$0.25/Hour	2	47
7.	Schlegelmilch-McDaniel Lot SE Corner of Gray Street and Farwell St. Hours: 9 a.m. - 6 p.m. - M-F	9	147	-	6	162
8.	Farwell Street Lot NE Corner of Farwell Street and Main Street Permit Hours: 7 a.m. - 6 p.m. - M-F Meter Hours: 9 a.m. - 6 p.m. - M-F	-	34	9 (Total) (6-10 Hour) (3-2 Hour) \$0.25/Hour	2	45
9.	Barstow Street (Four Corners) Lot - 2 Hour Limit NE Corner of Barstow Street and Grand Avenue Hours: 9 a.m. - 6 p.m. - M-F	-	-	-	2	32
10.	Library Parking Lot NW Corner of Dewey Street and Eau Claire Street (During Library Hours)	-	-	22 (2-Hour) \$0.20/Hour	1	23
11.	Water Street Lot SE Corner of Water Street and Fifth Avenue Hours: 9 a.m. - 9 p.m. - MON-SAT	-	-	28 (2-Hour) \$0.25/Hour	2	30
12.	Seaver Street Lot NE Corner of Seaver Street and Barstow Street Hours: 7 a.m. - 5 p.m. - M-F	-	37	-	2	39
13.	Civic Center Parking Ramp Farwell Street and Gibson Street Hours: 8 a.m. - 6 p.m. - M-F	30	130 Varies	-	7	405
14.	Chippewa Street Lot - 2 Hour Limit SW Corner of Chippewa Street and Fourth Avenue Hours: 8 a.m. - 6 p.m. - MON-SAT	1	-	-	1	25
15.	Riverview Lot NE Corner of S. Dewey Street and Gibson Street Permit Hours: 7 a.m. - 6 p.m. - M-F Meter Hours: 9 a.m. - 6 p.m. - M-F	-	82	16 (4-Hour) \$0.25/Hour	5	103

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



PUBLIC TRANSIT

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



All Eau Claire Transit buses feature bicycle racks. Each rack can accommodate two bicycles.

All Eau Claire Transit buses feature bicycle racks. Each rack can accommodate two bicycles.

Programs & Services

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

Routes

The bus routes are referred to as a "hub" system with 15 regular routes originating and terminating at the Downtown Transfer Center. All routes have either half-hour or hour headways. ECT also operates four (4) school "tripper" routes to meet the heavy demand for transportation during the school year.

1. Margaret & Mall
2. Mt. Washington
3. North High
4. Locust Lane
5. Rudolph Road
6. Putnam Heights & Mall
7. West Clairemont
8. Folsom & Vine
9. University/Stein Blvd./Water St.
12. Delong
15. West MacArthur
17. Altoona
18. Memorial
20. Westridge Center
21. Shopko Plaza

Overview of Revenues and Expenditures

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ 4,800	\$ -
Charges for Services	484,179	528,000	274,176	474,500	483,300
Miscellaneous	27,756	16,000	16,629	22,000	24,000
Non-Operating	2,996,288	3,169,600	453,028	3,097,900	3,268,800
Total Revenues	<u>3,508,222</u>	<u>3,713,600</u>	<u>743,833</u>	<u>3,599,200</u>	<u>3,776,100</u>
Expenses:					
Personal Services	2,205,705	2,335,300	899,610	2,220,100	2,197,200
Contractual Services	840,682	902,800	398,620	905,400	996,100
Utilities	6,078	7,700	3,891	8,300	8,500
Fixed Charges	143,311	159,400	75,724	157,700	156,400
Materials & Supplies	268,055	294,300	133,881	293,600	372,800
Interest Expense -Proprietary Funds	4,701	14,100	7,052	14,100	22,300
Total Expenses and					
Other Financing Uses	3,468,532	3,713,600	1,518,777	3,599,200	3,753,300
Excess (Deficiency) of					
Revenues Over Expenses	<u>\$ 39,690</u>	<u>\$ -</u>	<u>\$ (774,944)</u>	<u>\$ -</u>	<u>\$ 22,800</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ (23,422)	\$ -		\$ 14,697	\$ 14,697
Changes in Available Balances:					
From operations	39,690	-		-	22,800
Capitalized Equipment	(1,571)	-		-	(22,800)
Ending Balance	<u>\$ 14,697</u>	<u>\$ -</u>		<u>\$ 14,697</u>	<u>\$ 14,697</u>

Budget Overview

REVENUES

OPERATING ASSISTANCE

State and Federal funding are the primary revenue sources for Transit operations and represent approximately 59% of Transit revenues. Federal assistance is projected at \$1,082,000 and is reimbursed annually, after the federal fiscal year and completion of an audit of eligible expenses. State assistance is projected at \$1,119,300 for 2005 and is received quarterly. Public Transit also receives reimbursement from the City of Altoona and Eau Claire County for providing fixed-route and paratransit services.

CHARGES FOR SERVICES

Contract charges account for 13% of revenue. The contract for University of Wisconsin-Eau Claire (UWEC) transit service is projected at \$182,000 in 2005. UWEC ridership has increased to the level that the University now requires three buses to run the route during peak demand days and hours. A new five-year contract with UWEC was signed this past June.

TRANSFER FROM GENERAL FUND

The City General Fund provides approximately 21% of the Transit operating budget. The General Fund subsidy is projected at \$820,400. This represents a 4.5% increase primarily due to making the first principal payment on the State Trust Fund loan used to pay for the new buses.

FAREBOX REVENUE

The recently adopted Transit Development Plan (TDP) does not call for a fare increase until 2008. Farebox returns are projected to comprise 7% of all revenues in 2005.

EXPENDITURES

PERSONNEL SERVICES

There are no proposed changes to staffing levels.

CONTRACTUAL SERVICES

Contractual services include budgeted expenses for repairs and maintenance, laundry and cleaning, postage and shipping, marketing and advertising, auditing, equipment, building rent, training and meetings, membership dues and printing costs. The 2005 budget includes \$15,000 for increased marketing efforts and \$30,200 for security at the transfer center.

The major expense includes "purchased transportation" projected at \$764,500, an increase of \$45,600 over 2004. The City of Eau Claire is the lead agency for ADA mandated paratransit services, which is contracted with Abby-Vans, Inc. Demand for paratransit services continues to grow. Eau Claire County Human Services is a partner in providing special transportation services and is responsible for 70% of the cost of paratransit services after state and federal aids have been applied, and the City is accountable for 30%. Later this year, the City will begin contracting with the L.E. Phillips Senior Center to provide in-person paratransit certifications.

These in-person assessments will help slow the growth of paratransit service, which is very costly to operate, by ensuring that only those individuals unable to access and/or navigate the fixed-route system are certified for paratransit. The City/County currently pay Abby-Vans \$11.00 per trip. The price will have to be re-negotiated for 2005.

UTILITIES

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

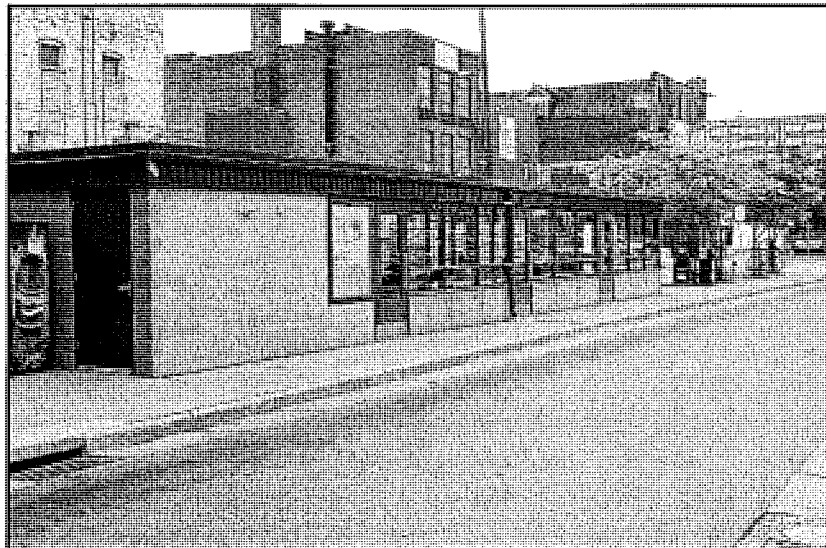
MATERIALS & SUPPLIES

This budget category includes office supplies, books, periodicals, diesel fuel, motor oil and lubricants, tires, uniforms and clothing, repair parts and maintenance supplies. Based on current fuel prices, \$43,300 was added to the 2005 budget.

CAPITAL OUTLAY

The Transfer Center, located at 410 South Farwell Street, was built as a temporary structure in 1985 and is steadily deteriorating. Design and analysis of the construction of a new Transfer Center are to begin in 2004. Construction is tentatively planned for 2006 and is subject to the receipt of a Federal Transit Administration (FTA) Capital Assistance Grant.

The Capital Improvement Program also includes the initiation of bus stop signs to transition from a flag stop to a designated bus stop system, as recommended by the recently completed Transportation Development Plan (TDP).



Transfer Center located on Farwell Street between Main and Gray.

Revenue Detail

Revenue Classification	Public Transit				
	2003 Actual	2004 Budget	2004 6-Month Actual	2004 Projection	2005 Budget
INTERGOVERNMENTAL REVENUES					
State aid	\$ -	\$ -	\$ -	\$ 4,800	\$ -
OPERATING REVENUES					
Charges for services:					
Passenger fares	484,179	528,000	274,176	474,500	483,300
OTHER OPERATING REVENUES					
Advertising	24,795	16,000	11,665	16,000	23,000
Miscellaneous	2,960	-	4,964	6,000	1,000
Total other operating revenues	27,756	16,000	16,629	22,000	24,000
NON-OPERATING REVENUES					
Operating subsidies:					
City of Eau Claire	652,846	785,100	-	780,200	820,400
Eau Claire County	176,181	211,400	153,912	211,400	219,400
City of Altoona	25,035	27,500	-	26,900	27,700
State operating assistance grant	1,132,940	1,035,800	299,116	1,119,400	1,119,300
Federal operating assistance grant	1,009,286	1,109,800	-	960,000	1,082,000
Total operating subsidies	2,996,288	3,169,600	453,028	3,097,900	3,268,800
Total revenues	\$ 3,508,222	\$ 3,713,600	\$ 743,833	\$ 3,599,200	\$ 3,776,100

OPERATING REVENUES

Operating revenues consist primarily of **Passenger Fares**. Ridership is projected to increase slightly. The payment for regular route and special tripper bus service from UWEC in the amount of \$182,000 is included in operating revenue.

NON-OPERATING REVENUES

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

LOCAL FUNDING

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

Staffing

Public Transit

	2003	2004	2005
Transit Manager	1.00	1.00	1.00
Working Shop Supervisor	1.00	1.00	1.00
Driver Supervisor	2.00	2.00	2.00
Clerk III	1.00	1.00	1.00
Account Clerk I	1.00	1.00	1.00
Bus Mechanic I, II, III	3.00	3.00	2.00
Bus Operator	28.00	24.00	24.00
Combination Serviceman	2.00	2.00	2.50
Part-Time Operator	3.00	3.00	3.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>42.00</u>	<u>38.00</u>	<u>37.50</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 Clerk III time is charged to Public Works Operations.
- 25% of the Public Works Operations Administrator's time is charged to Transit and another 25% to Central Maintenance.



A young passenger demonstrates her driving abilities during Try Transit Day.

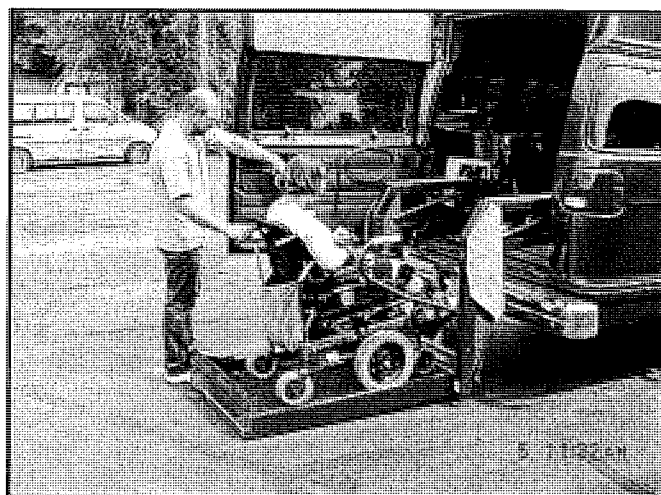
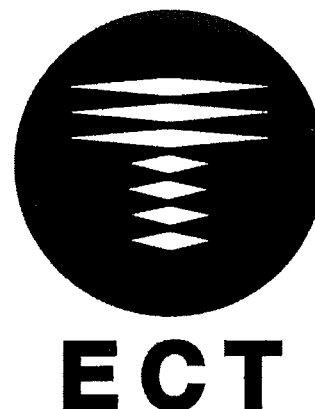
Operation Highlights

Hours of Operation

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

Fare Structure

- ◆ Adult cash fare - \$1.00, tokens 6/\$5.00
- ◆ Elderly/Disabled cash fare - \$.50, tickets 10/\$4.00
- ◆ Adult monthly pass - \$34.00
- ◆ Student MAX pass - \$30.00
- ◆ Summer Freedom pass - \$20.00
- ◆ Elderly/Disabled pass - \$17.00



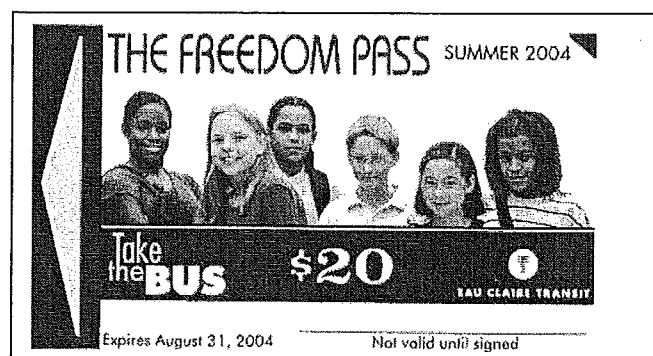
A passenger is loaded onto a paratransit van.

Paratransit Services

- ◆ City lead agency
- ◆ Current contract with Abby-Vans, Inc.
- ◆ Available to seniors and/or disabled individuals who are not able to ride the regular bus routes
- ◆ Paratransit funding
 - Federal 29%
 - State 30%
 - Eau Claire County 29%
 - City of Eau Claire 12%

Operational Funding

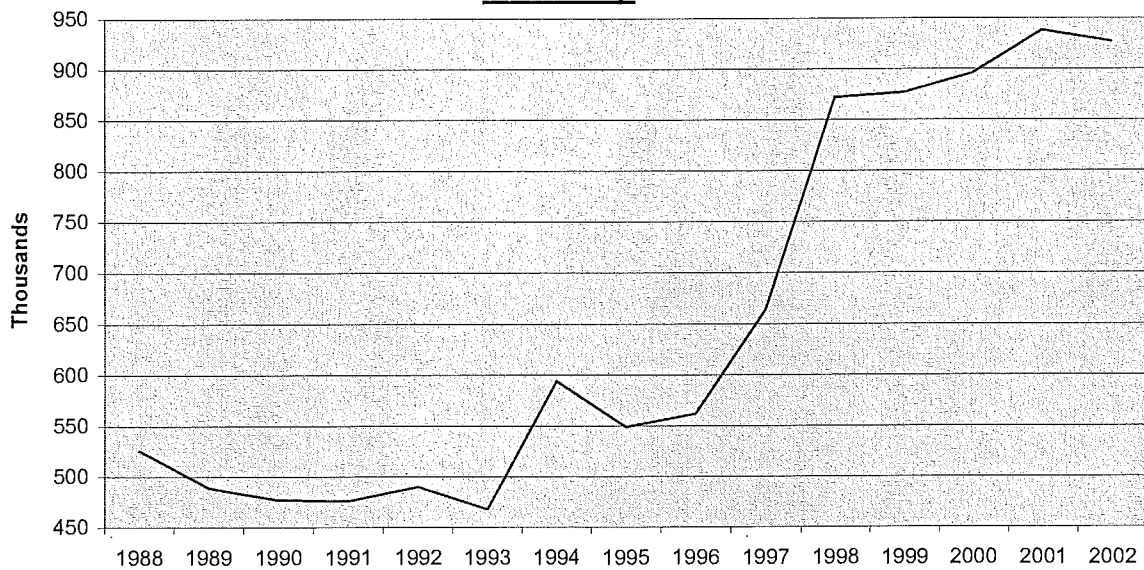
- ◆ Federal Subsidy - 29%
- ◆ State Subsidy - 30%
- ◆ General Fund - 21%
- ◆ Farebox and Contract Revenues - 13%
- ◆ County, Altoona & miscellaneous revenue - 7%



Operating Statistics

(Includes Paratransit)	2001	2002	2003	2004 est	2005 est
Service Miles	1,055,167	1,023,548	1,113,066	1,012,00	1,012,00
Service Hours	75,278	72,461	74,426	67,800	67,800
Ridership	938,718	927,129	971,414	975,000	990,000

Ridership



Residents of St. John's Apartments learn how to ride the bus during a "Show and Tell" session.

Facilities

Central Maintenance & Storage Facility @ 910 Forest Street

- ◆ Indoor automatic bus wash
- ◆ Storage facility for approximately 22 buses
- ◆ Indoor fueling facility

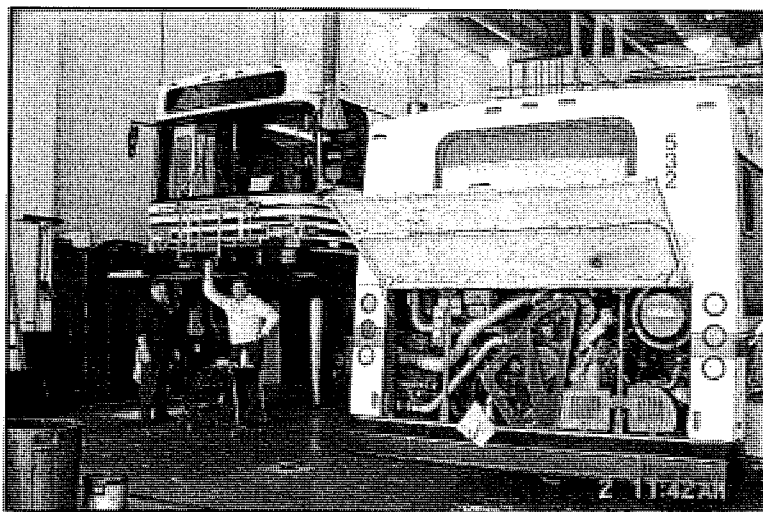
Downtown Transfer Center @ Intersection of Farwell St. & Main St.

- ◆ Waiting area for transferring passengers
- ◆ Staging area for 8 buses

Bus Fleet

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

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



Shop personnel at work in the Central Maintenance Facility.

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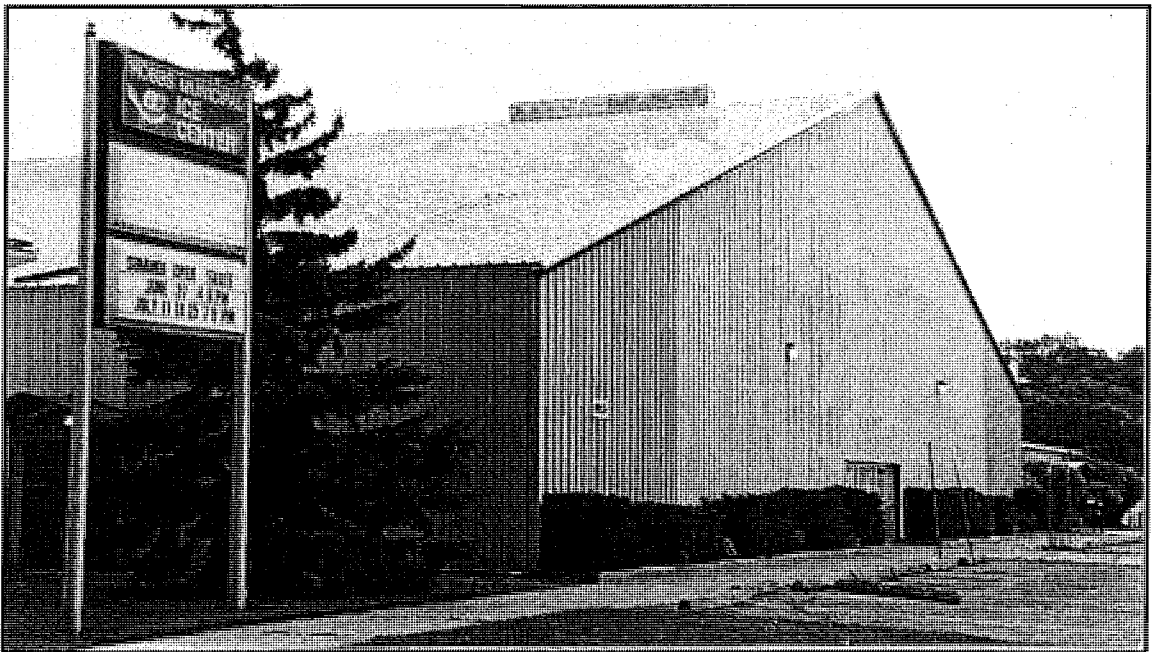
HOBBS MUNICIPAL ICE CENTER

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

- 3,794 total hours rented in 2003
- 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
- 2003 was the fifth year of operation for the Hughes Outdoor Rink



Overview of Revenues and Expenditures
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	<u>2003 Actual</u>	<u>2004 Adopted</u>	<u>2004 6-Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
Operating Budget					
Revenues:					
Operating	\$ 340,298	\$ 409,700	\$ 173,460	\$ 394,000	\$ 520,500
Non-operating revenues	230	-	10,694	10,700	-
Other Financing Sources	<u>90,130</u>	<u>70,500</u>	<u>-</u>	<u>70,500</u>	<u>77,200</u>
Total Revenues	<u>430,657</u>	<u>480,200</u>	<u>184,154</u>	<u>475,200</u>	<u>597,700</u>
Expenses:					
Personal Services	233,364	258,000	116,220	258,000	302,400
Contractual Services	28,148	31,100	8,937	31,100	41,300
Utilities	148,522	167,500	67,359	162,500	165,600
Fixed Charges	8,500	8,500	4,250	8,500	8,500
Materials & Supplies	<u>12,123</u>	<u>15,100</u>	<u>1,854</u>	<u>15,100</u>	<u>79,900</u>
Total Expenses and Other Financing Uses	<u>430,657</u>	<u>480,200</u>	<u>198,620</u>	<u>475,200</u>	<u>597,700</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (14,466)</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 8,125	\$ 8,125		\$ 8,125	\$ 8,125
Changes in Available Balances:					
From operations	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 8,125</u>	<u>\$ 8,125</u>		<u>\$ 8,125</u>	<u>\$ 8,125</u>

Budget Overview

REVENUES

The city will take over the operation of the Hobbs Ice Center concession stand in 2005. The gross revenues are estimated at \$117,800. The concession stand is expected to generate about \$5,300 in net income. Hobbs will also receive about \$17,000 in commissions from the Coca Cola pouring rights contract. The General fund subsidy increase of 9.5% is due primarily to the addition of maintenance services for the chiller system.

EXPENDITURES

PERSONNEL SERVICES

Mid 2004, the ice center assumed operation of the concession area. The 2005 budget includes \$50,000 in temporary labor to operate the concession stand for the full year. Expenses will be offset by revenue from sales.

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. The 2005 budget includes \$10,000 for the maintenance contract on the new chiller system.

UTILITIES

Electric and gas service total \$149,900 and are the major expenses in this category.

MATERIALS & SUPPLIES

The increase in supplies is directly related to the operations of the concession stand. The additional expenses will be offset by revenue from sales.

CAPITAL OUTLAY

The ice center is currently 29 years old. A facilities improvement program funded, at \$100,000 per year, has been established in the Capital Improvement Plan to fund major maintenance projects. The facility was re-roofed in 2003 and the parking lot repaved and lighting installed in 2004. The 2005 projects include replacing the sound system and replacing the door to the O'Brien rink.

Revenue Detail

Revenue Classification	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
Hobbs arena	\$ 336,488	\$ 405,200	\$ 169,348	\$ 377,500	\$ 380,700
Concessions	<u>3,810</u>	<u>4,500</u>	<u>4,112</u>	<u>16,500</u>	<u>139,800</u>
Total charges for services	<u>340,298</u>	<u>409,700</u>	<u>173,460</u>	<u>394,000</u>	<u>520,500</u>
MISCELLANEOUS REVENUES					
Miscellaneous	<u>230</u>	<u>-</u>	<u>10,694</u>	<u>10,700</u>	<u>-</u>
Total revenues	<u>340,527</u>	<u>409,700</u>	<u>184,154</u>	<u>404,700</u>	<u>520,500</u>
OTHER FINANCING SOURCES					
Transfer from General fund	<u>90,130</u>	<u>70,500</u>	<u>-</u>	<u>70,500</u>	<u>77,200</u>
Total revenues	<u>\$ 430,657</u>	<u>\$ 480,200</u>	<u>\$ 184,154</u>	<u>\$ 475,200</u>	<u>\$ 597,700</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.

Mid 2004, the ice center took over the operations of selling concessions. The 2005 budget reflects a full year of gross revenue from concession operations and vending pouring rights.

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

1998	1999	2000	2001	2002	2003 Actual	2004 Projected	2005 Proposed
\$76,610	\$35,240	\$58,161	\$114,534	\$56,233	\$90,130	\$70,500	\$77,200

Staffing

Hobbs Ice Center

	2003	2004	2005
Program Supervisor	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Skilled Worker I	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u><u>3.50</u></u>	<u><u>3.50</u></u>	<u><u>3.50</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:

- 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

	1999	2000	2001	2002	2003
O'Brien	30	30	28	29	27
Akervik	37	38	32	37	37
Summer	11	10	9	10	10
Hughes Rink	9	10	8	6	8

- 4 hours/week of public skating offered September through April, 2 hours/week, June -August
- 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
Five-Year History of Operations

	1999	2000	2001	2002	2003
Revenues	\$339,616	\$351,612	\$322,827	\$353,156	\$347,616
Expenses... w/o depreciation & interest expense	\$374,682	\$424,274	\$437,361	\$409,456	\$430,657
Net Income	(\$35,066)	(\$72,662)	(\$114,534)	(\$56,300)	(\$83,041)

Activities

Hobbs Ice Center Open Skate Admissions				
	<u>Winter Oct-Dec, 2003</u>	<u>Winter Jan-March, 2004</u>	<u>Summer 2003</u>	<u>Total 2003-04</u>
Youth Paid	1,590	1,013	250	2,853
Youth w/ punch card	106	162	0	268
Adult Paid	495	318	41	854
Adult w/ punch card	20	14	0	34
Total	2,211	1,507	291	4,009

2004-2005 FEES AND CHARGES

Hourly Charges

Ice Rental – Prime Time*	\$107.00
Ice Rental – Non Prime Time	\$97.00
Ice Rental – Non-Resident Rate	\$50.00
Dry Floor (In-Line Skate)	\$37.00
Outdoor Rink	\$32.00

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

Open Skating

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

Events

Varsity Game	\$375.00
JV/Varsity Game	\$475.00

Daily Charges

Dry Floor (Special Event) **	\$275.00
------------------------------	----------

**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

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 fifteenth year in 2005.

Programs & Services



Annual Schedule

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

Overview of Revenues and Expenditures
--

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues:					
Charges for Services	\$ 212,402	\$ 204,500	\$ 97,733	\$ 203,300	\$ 206,200
Other Financing Sources	<u>213,426</u>	<u>239,200</u>	<u>4,665</u>	<u>228,000</u>	<u>241,500</u>
Total revenues	<u>425,828</u>	<u>443,700</u>	<u>102,398</u>	<u>431,300</u>	<u>447,700</u>
Expenses:					
Personal Services	170,584	209,700	23,877	197,300	199,000
Contractual Services	14,490	19,300	2,837	19,300	19,500
Utilities	39,382	42,600	4,562	42,600	43,300
Fixed Charges	4,979	5,400	2,896	5,400	5,400
Materials & Supplies	61,553	44,700	5,772	44,700	45,600
Non-Operating -Proprietary Funds	<u>29,840</u>	<u>22,000</u>	<u>-</u>	<u>22,000</u>	<u>19,900</u>
Total Expenses and Other Financing Uses	<u>320,828</u>	<u>343,700</u>	<u>39,944</u>	<u>331,300</u>	<u>332,700</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 105,000</u>	<u>\$ 100,000</u>	<u>\$ 62,454</u>	<u>\$ 100,000</u>	<u>\$ 115,000</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 2,688	\$ 2,688		\$ 2,688	\$ 2,688
Changes in Available Balances:					
From operations	105,000	100,000		100,000	115,000
Principal payment - debt	<u>(105,000)</u>	<u>(100,000)</u>		<u>(100,000)</u>	<u>(115,000)</u>
Ending Balance	<u>\$ 2,688</u>	<u>\$ 2,688</u>		<u>\$ 2,688</u>	<u>\$ 2,688</u>

Budget Overview

REVENUES

Revenues at the pool are mostly weather dependent. Over the past six years, operating revenue has ranged from a low of \$170,064 (1998) to a high of \$223,982 (2002). Admission fees are reviewed annually by the City Council and adjusted periodically. A punch card and twilight fees have been initiated in order to give residents an option for admission charges. Season passes are also available.

EXPENDITURES

PERSONNEL SERVICES

The outdoor pool is primarily staffed with seasonal part-time employees. In addition, one full-time permanent employee from the park division is assigned to maintenance for approximately five months of the year. The maintenance worker does have some additional responsibilities in Fairfax Park. A Program Supervisor in the Recreation Division has oversight responsibility for lifeguard and maintenance operations of the pool. Concessions and Admissions are under the direction of the Supt. of Recreation. The 2005 budget does include an increase to temporary salaries.

CONTRACTUAL SERVICES

Services in this area include any contracted repairs or preventative maintenance. 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 2005.

UTILITIES

Electricity and gas service are two of the major costs in this category. We are not anticipating any major increases in utility expenses for 2005.

MATERIALS & SUPPLIES

This area includes expenditures for janitorial supplies, food and beverage supplies, and chemicals, among other items. Staff members purchase their own uniforms.

CAPITAL OUTLAY

The pools, the waterslide tower and all lifeguard stands were painted in 2002. The bathhouse floor was painted in 2003. We also replaced our pool controllers in 2003, and refurbished the diving boards. The pool heaters were replaced in 2004, prior to opening this season.

Revenue Detail

Revenue Classification	Outdoor Pool				
	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
Pool admissions	\$ 157,702	\$ 153,000	\$ 86,118	\$ 151,800	\$ 153,000
Pool concessions	43,120	42,000	8,248	42,000	43,700
Miscellaneous	11,580	9,500	3,368	9,500	9,500
Total charges for services	<u>212,402</u>	<u>204,500</u>	<u>97,733</u>	<u>203,300</u>	<u>206,200</u>
OTHER OPERATING REVENUES					
Miscellaneous	<u>3,545</u>	<u>3,500</u>	<u>4,665</u>	<u>4,700</u>	<u>3,500</u>
NON-OPERATING REVENUES					
Transfer from General fund	<u>209,881</u>	<u>235,700</u>	<u>-</u>	<u>223,300</u>	<u>238,000</u>
Total revenues	<u>\$ 425,828</u>	<u>\$ 443,700</u>	<u>\$ 102,398</u>	<u>\$ 431,300</u>	<u>\$ 447,700</u>

OPERATING REVENUES

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

NON-OPERATING REVENUES

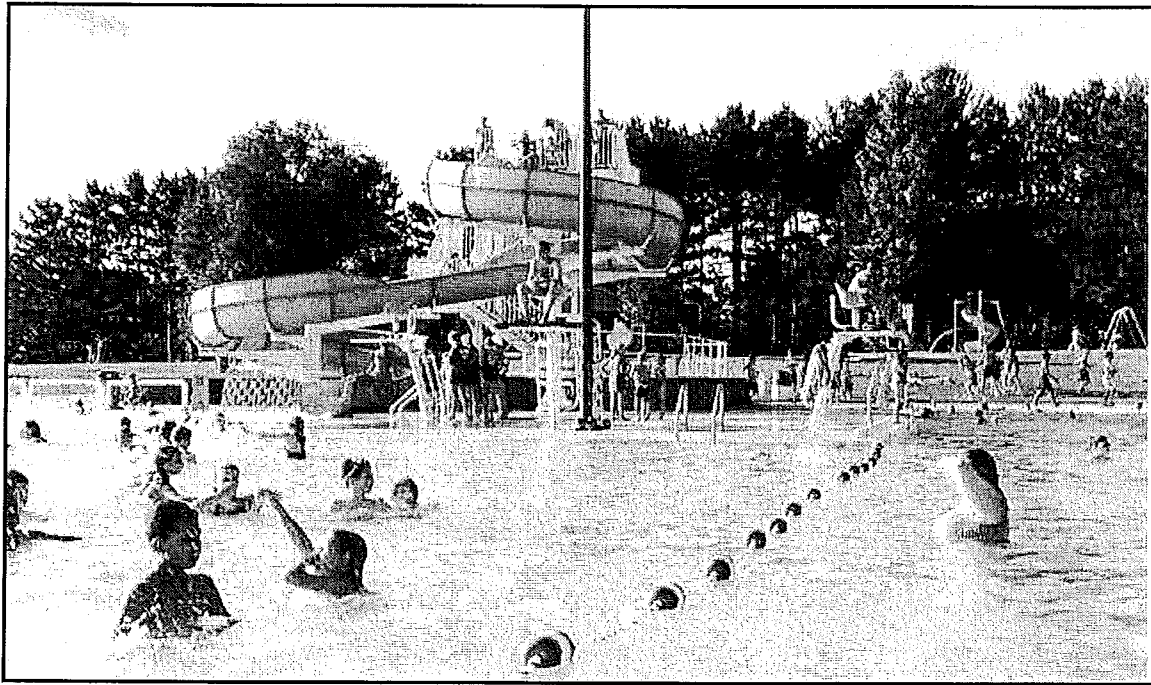
The Outdoor Pool was established as an enterprise fund in 1990. Since that time, a **General Fund Subsidy** has been required to meet the operational expenses and the annual debt payment.

Summary of General Fund Subsidies

	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u> <u>Projected</u>	<u>2005</u> <u>Proposed</u>
Subsidy	\$126,339	\$136,829	\$145,120	\$165,485	\$209,881	\$223,300	\$238,000
Debt Payment	\$75,000	\$85,000	\$90,000	\$100,000	\$105,000	\$100,000	\$115,000

Staffing

- ◆ A Department Program Supervisor directs lifeguard and maintenance operations.
- ◆ The Superintendent of Recreation coordinates concessions and front desk operations at the Outdoor Pool.
- ◆ A Parks Maintenance employee is assigned to the pool part-time during the season.
- ◆ No full time staff is assigned exclusively to the Outdoor Pool.
- ◆ Approximately 80 seasonal staff members are employed each year as lifeguards, cashiers, and facility supervisors.
- ◆ A Program Supervisor assigned to General Fund Recreation charges 25% of his time to the Outdoor Pool.



Activities

FIVE YEAR HISTORY OF ATTENDANCE

<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
69,227	60,782	71,192	62,101	60,141

FIVE YEAR HISTORY OF OPERATION

	1999	2000	2001	2002	2003
Revenues	\$194,965	\$184,049	\$211,651	\$223,982	\$215,947
Expenses... w/o deprec. & interest exp	\$235,943	\$243,593	\$285,393	\$324,575	\$290,988
Net Income	(\$40,978)	(\$59,544)	(\$73,742)	(\$100,593)	(\$75,041)

2004 FEES AND CHARGES

Daily Admission

Youth (under 3)	FREE
Youth (3-17 years)	\$2.75
Adult	\$4.00
Lap Swim	\$2.00
Water Aerobics	\$2.50
Twilight *	\$2.00
Family Day - Saturday	\$2.00

*All admissions after 6:00 pm

Season Pass Rates

Resident Youth	\$35.00
Resident Adult	\$45.00
Resident Family of 3	\$95.00
Resident Family of 4	\$100.00
Resident Family of 5	\$105.00
Non-Resident Youth	\$55.00
Non-Resident Adult	\$65.00
Non-Resident Family of 3	\$145.00
Non-Resident Family of 4	\$150.00
Non-Resident Family of 5	\$155.00
Extra charge for each additional family member	\$ 5.00

Punch Cards

(10 swims for the price of 8)

Youth	\$22.00
Adult	\$32.00

Facilities

Main Pool

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

Diving Pool

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

Other Amenities

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



Entrance to Fairfax Pool

Equipment

Equipment at the pool consists of items, such as cash registers and concession equipment, freezers, hot dogger, pretzel warmer, nacho warmer, etc. The pool does have some maintenance equipment assigned to it, including a riding lawn mower, a push mower, trimmers, etc. The pool also has major equipment, such as pumps, filters, and heaters.

CIP Highlights

A facility improvement program was established in 2005 to fund pool improvements. Projects are supported by an annual General Fund transfer of \$45,000. Donations and outside contributions will be required to support some projects. The following have been identified in the 2005-2009 Capital Improvement Plan:

- ◆ New play equipment and a splash pad water play area, to be funded through community donations, are proposed for 2005-2006.
- ◆ As funding allows - remodel the concession stand and build a first aid station.
- ◆ As funding allows - replace pumps and motors
- ◆ As funding allows – paint pool

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 14 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

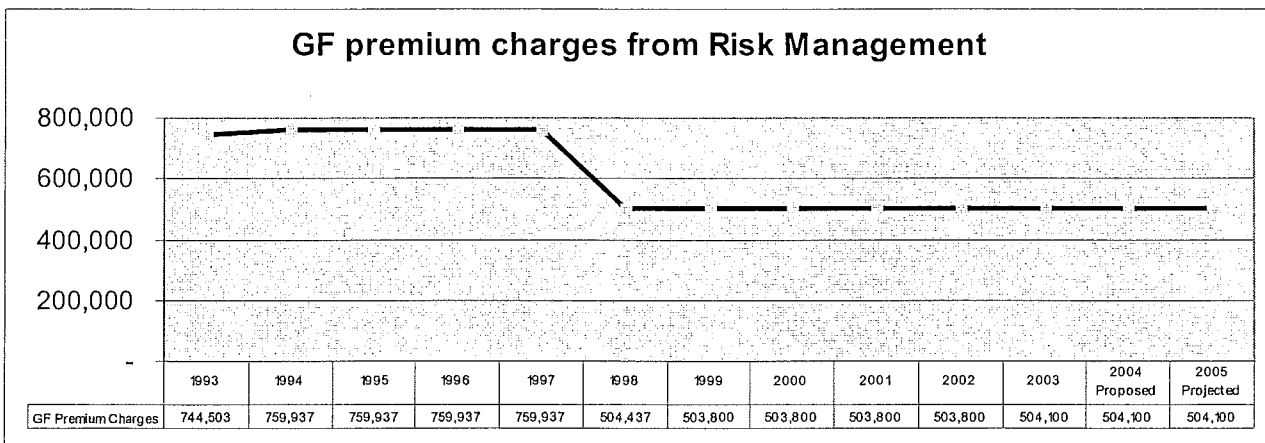
<h2 style="margin: 0;">Overview of Revenues and Expenditures</h2>

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues:					
Other Operating	\$ 1,674,307	\$ 1,832,900	\$ 920,039	\$ 1,832,900	\$ 1,013,800
Intergovernmental	46,914	40,800	47,920	50,000	40,800
Miscellaneous	209,208	213,400	18,548	213,400	213,400
Total revenues	<u>1,930,429</u>	<u>2,087,100</u>	<u>986,507</u>	<u>2,096,300</u>	<u>1,268,000</u>
Expenses:					
Personal Services	114,227	123,100	51,344	123,100	128,900
Contractual Services	20,815	56,300	18,171	49,800	38,600
Utilities	916	3,800	966	3,800	1,500
Fixed Charges	1,023,351	2,035,300	807,275	2,035,300	1,271,900
Materials & Supplies	2,228	5,200	1,593	5,200	4,300
Other Financing Uses	255,000	395,600	-	395,600	271,900
Total Expenses and Other Financing Uses	<u>1,416,537</u>	<u>2,619,300</u>	<u>879,348</u>	<u>2,612,800</u>	<u>1,717,100</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 513,893</u>	<u>\$ (532,200)</u>	<u>\$ 107,159</u>	<u>\$ (516,500)</u>	<u>\$ (449,100)</u>
Applied Reserve:					
Beginning Balance	\$ 451,707	\$ 532,200		\$ 965,600	\$ 449,100
Changes in Available Balances:					
From operations	513,893	(532,200)		(516,500)	(449,100)
Transfer (to)/from reserve	-	-		-	-
Ending Balance	<u>\$ 965,600</u>	<u>\$ -</u>		<u>\$ 449,100</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.



EXPENSES

CONTRACTUAL SERVICES

This category includes postage, shipping, training and professional services.

FIXED COSTS

Major expenses include payments to WMMIC for property damage and liability, insurance and costs associated with Workers Compensation coverage. The \$800,600 reserve for Section 105 High Deductible Health Insurance Plan has been discontinued in the 2005 budget.

Revenue Detail

Risk Management

Revenue Classification	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
General fund	\$ 504,100	\$ 504,100	\$ 252,050	\$ 504,100	\$ 504,100
Economic development	1,200	1,200	600	1,200	1,200
Cemetery maintenance	6,100	6,100	3,050	6,100	6,100
Library	31,000	31,000	15,500	31,000	31,000
Water	81,100	81,100	40,550	81,100	81,100
Sewer	77,700	77,700	38,850	77,700	77,700
Storm Water	4,600	4,600	2,300	4,600	4,600
Parking	8,100	8,100	4,050	8,100	8,100
Transit	105,200	116,100	58,050	116,100	116,100
Hobbs	8,500	8,500	4,250	8,500	8,500
Municipal pool	4,200	4,200	2,100	4,200	4,200
Risk management	3,700	3,700	1,850	3,700	3,700
Central equipment	158,200	158,200	79,100	158,200	158,200
Public housing	8,507	9,200	-	9,200	9,200
Hlth Ins Deduction Reimbursement	672,100	819,100	417,739	819,100	-
Total charges for services	1,674,307	1,832,900	920,039	1,832,900	1,013,800
OTHER OPERATING REVENUES					
Repayment of claims	46,914	40,800	47,920	50,000	40,800
NON-OPERATING REVENUES					
Miscellaneous	118,508	121,400	5,259	121,400	121,400
Interest income	90,701	92,000	13,289	92,000	92,000
	209,208	213,400	18,548	213,400	213,400
Total revenues	\$ 1,930,429	\$ 2,087,100	\$ 986,507	\$ 2,096,300	\$ 1,268,000

OPERATING REVENUES

Charges for Services

Revenues for the Risk Management funds are derived from a service charge assessed to all funds that participate in the City's self-insurance program. Charges for 2005 to the General Fund comprise 50% of the insurance charges, followed by Central Equipment 16%, Transit 11%, Water 8% and Sewer 8%. The remaining funds comprise 7% of the total. Reimbursement funding for the Section 105 High Deductible Health Insurance Plan has been eliminated in 2005.

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

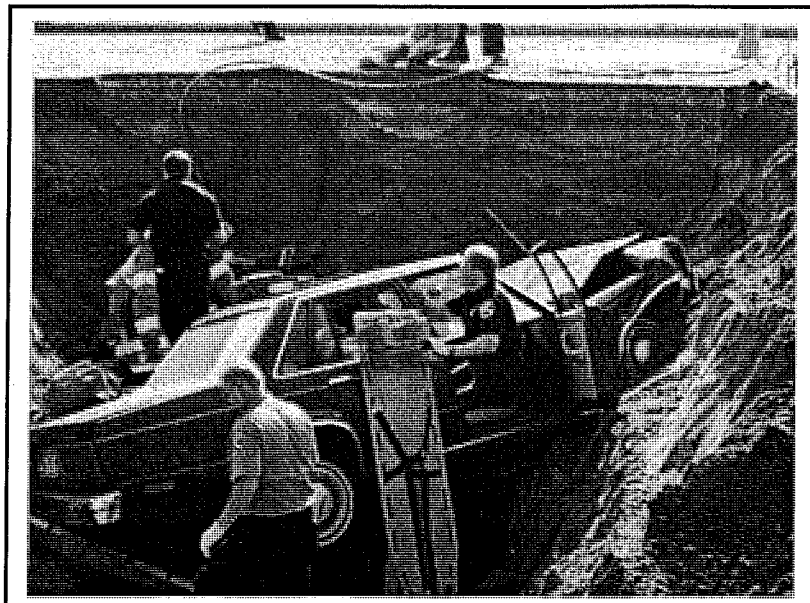
	2003	2004	2005
Risk Management Technician	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>1.00</u></u>	<u><u>1.00</u></u>	<u><u>1.00</u></u>

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

Cross-divisional charges include:

- 50% of the Human Resource Director/Risk Manager's time is charged to Risk Management.

Construction zone safety issues



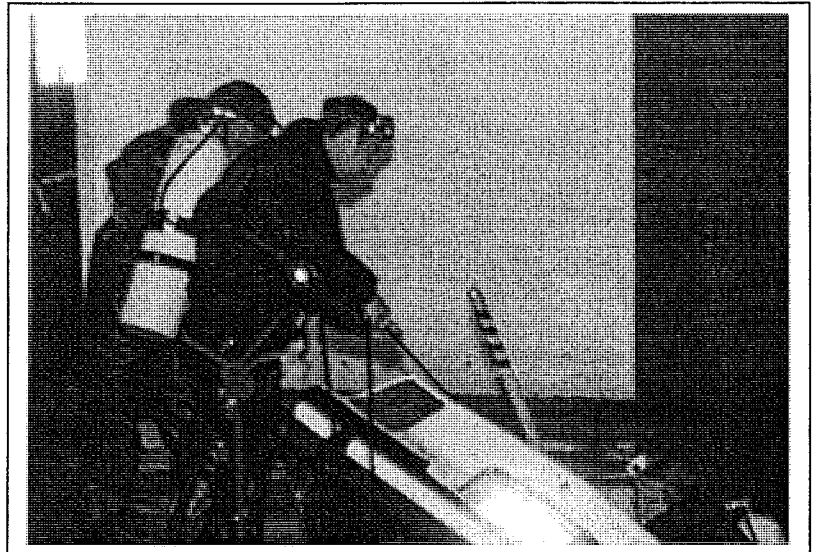
Operation Highlights

Areas of Operation

Insurance coverage includes all City owned properties and operations. Certain coverages are also provided to the Library, Health Department and Housing Authority.

WMMIC Participants

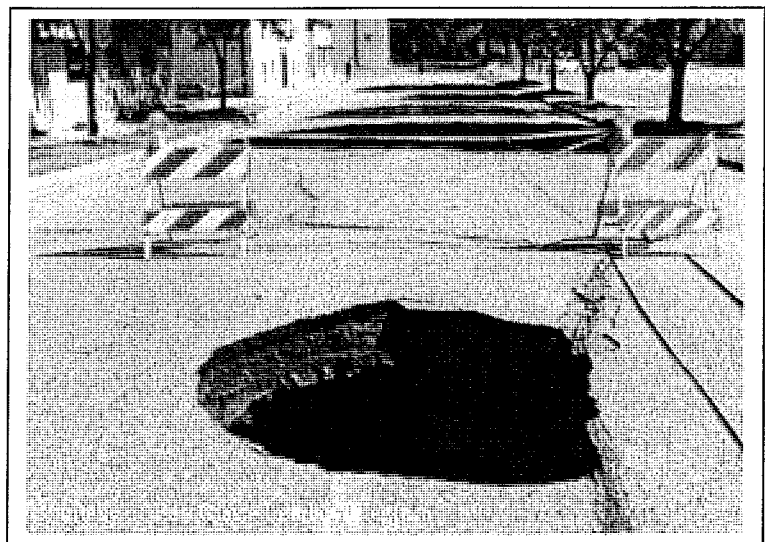
- ◆ City of Madison
- ◆ Waukesha County
- ◆ Brown County
- ◆ Outagamie County
- ◆ Dane County
- ◆ Manitowoc County
- ◆ Kenosha County
- ◆ City of Eau Claire
- ◆ Chippewa County
- ◆ Dodge County
- ◆ LaCrosse County
- ◆ St. Croix County
- ◆ Marathon County
- ◆ Eau Claire County



Retrieval of vehicle from sinkhole

Principal Sources of Revenue

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



Flood related sinkhole

CENTRAL EQUIPMENT



*Central Maintenance Facility
910 Forest Street*

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

Programs & Services

- ◆ Maintain City-owned vehicles and equipment in good working condition.
- ◆ Provide a management information system that will identify costs, equipment usage, fuel usage and maintenance history.
- ◆ Provide safety, training, and preventative maintenance programs to reduce down time, maximize vehicle safety, and reduce accidents.
- ◆ Provide a perpetual inventory of automotive parts and other municipal supplies.

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

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues:					
Intergovernmental	\$ 2,715,591	\$ 2,441,200	\$ 1,010,361	\$ 2,441,900	\$ 2,510,500
Miscellaneous	168,332	158,000	93,802	159,000	163,000
Other Financing Sources	-	10,000	31,746	35,000	10,000
Total revenues	<u>2,883,924</u>	<u>2,609,200</u>	<u>1,135,909</u>	<u>2,635,900</u>	<u>2,683,500</u>
Expenses:					
Personal Services	555,488	600,900	255,467	600,900	621,900
Contractual Services	279,992	317,000	103,468	317,000	321,900
Utilities	116,839	170,400	77,200	170,400	162,600
Fixed Charges	133,779	158,400	69,712	158,400	158,400
Materials & Supplies	566,758	670,600	265,373	670,600	797,100
Non-Operating	-	-	53,991	-	-
Total Expenses and Other Financing Uses	<u>1,652,856</u>	<u>1,917,300</u>	<u>825,211</u>	<u>1,917,300</u>	<u>2,061,900</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 1,231,068</u>	<u>\$ 691,900</u>	<u>\$ 310,698</u>	<u>\$ 718,600</u>	<u>\$ 621,600</u>
Applied Reserve:					
Beginning Balance	\$ -	\$ -	\$ -	\$ 0	\$ 0
Changes in Available Balances:					
From operations	1,231,068	691,900	-	718,600	621,600
Transfer to capital projects	(1,464,900)	(181,900)	-	(181,900)	(1,074,200)
Loss on disposal of Fixed Assets	(8,671)	-	-	(54,000)	-
Transfer (to)/from reserves - equipment/building replacement	<u>242,503</u>	<u>(510,000)</u>	-	<u>(482,700)</u>	<u>452,600</u>
Ending Balance	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 0</u>	<u>\$ 0</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES - INTERGOVERNMENTAL

Equipment Rental

The Central Equipment operation is funded from revenues derived from rental charges paid by the City Departments for use of the rolling fleet and equipment. Vehicles and equipment are purchased by the City and maintained at the Central Maintenance Facility (CMF) located at 910 Forest Street. The rental rate for each piece of equipment includes the direct costs for mechanic labor, parts and fuel, together with indirect costs for overhead and depreciation. The depreciation charges are funded each year for the replacement of fleet vehicles. Rental rates are reviewed on an annual basis.

Building Rental

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

MISCELLANEOUS REVENUES

Other miscellaneous revenue includes the sale and auction of vehicles, equipment, and other fixed assets.

EXPENDITURES

CONTRACTUAL SERVICES

Many repairs and parts are purchased from outside shops. Computer service charges and equipment rental charges are also in this category.

SUPPLIES

The 2005 budget includes an increase of \$113,100 to reflect the increased cost for diesel fuel and gasoline for the rolling fleet.

CAPITAL OUTLAY

Major capital equipment replacements and new equipment purchases are outlined in the 5-year Capital Improvement Plan (CIP).

Revenue Detail

	Central Equipment				
Revenue Classification	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
OPERATING REVENUES					
Equipment rental - General fund	\$ 2,113,155	\$ 1,926,100	\$ 790,989	\$ 1,926,100	\$ 1,971,800
Service charge - Stormwater Mgmt	45,998	45,000	8,021	45,000	45,000
Service charge - Cemetery Maint.	38,492	39,200	15,246	39,200	39,200
Service charge - Library	-	-	90	200	-
Service charge -Water utility	132,555	100,000	46,310	100,000	100,000
Service charge - Sewer utility	277,023	243,000	104,180	243,000	243,000
Service charge - Parking utility	14,176	16,600	8,275	16,600	16,600
Service charge - Transit	675	500	845	1,000	500
Service charge- Hobbs Ice Arena	13,052	15,300	5,374	15,300	14,500
Service charge - Municipal Pool	3,171	3,500	1,128	3,500	3,500
Service charge - Central Equipment	22,782	21,400	9,500	21,400	45,800
Service charge - Other	54,512	30,600	20,403	30,600	30,600
Total charges for services	<u>2,715,592</u>	<u>2,441,200</u>	<u>1,010,361</u>	<u>2,441,900</u>	<u>2,510,500</u>
OTHER OPERATING REVENUES					
Miscellaneous	4,479	3,000	2,826	4,000	3,000
Building rental	163,853	155,000	90,976	155,000	160,000
Total miscellaneous revenues	<u>168,332</u>	<u>158,000</u>	<u>93,802</u>	<u>159,000</u>	<u>163,000</u>
NON-OPERATING REVENUES					
Sale of capital assets	-	10,000	31,746	35,000	10,000
Total revenues	<u>\$ 2,883,924</u>	<u>\$ 2,609,200</u>	<u>\$ 1,135,909</u>	<u>\$ 2,635,900</u>	<u>\$ 2,683,500</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

	2003	2004	2005
Equipment Maintenance Superintendent	1.00	1.00	1.00
Mechanic I, III	5.00	5.00	5.00
Stores Clerk	1.00	1.00	1.00
Total FTE Positions	<u>7.00</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.

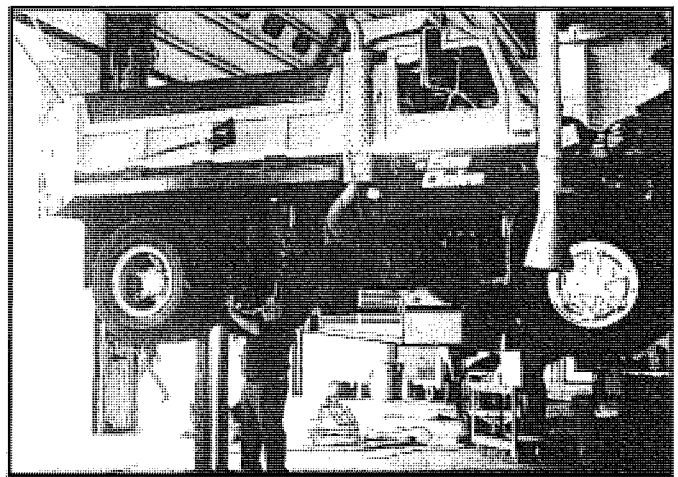


Supply Storage Area

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
Fleet Management Computer
System



Vehicle on hoist

Equipment

- ◆ Rolling Fleet
 - 27 Fire Vehicles
 - 41 Police Vehicles
 - 127 Public Works Vehicles
 - ◆ Trucks
 - ◆ Motor Graders
 - ◆ Front End Loaders
 - ◆ Sweepers
 - 23 Transit Vehicles
 - 66 Parks & Forestry Vehicles
- ◆ 169 Pieces of Miscellaneous
Equipment and attachments for
maintaining parks, cemeteries,
streets, parking lots, and public
areas

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

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

	<u>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 60,696	\$ 150,000	\$ 25,012	\$ 150,000	\$ 150,000
Total Revenues and Other Financing Sources	<u>60,696</u>	<u>150,000</u>	<u>25,012</u>	<u>150,000</u>	<u>150,000</u>
Expenditures and Other Financing Uses:					
Materials & Supplies	<u>60,696</u>	<u>150,000</u>	<u>25,012</u>	<u>150,000</u>	<u>150,000</u>
Total Expenditures and Other Financing Uses	<u>60,696</u>	<u>150,000</u>	<u>25,012</u>	<u>150,000</u>	<u>150,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -		\$ -	\$ -
Changes in Available Balances:					
From operations	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ -</u>

Revenue Detail

Revenue Classification	Landfill Remediation				
	2003 <u>Actual</u>	2004 <u>Budget</u>	2004 6-Month <u>Actual</u>	2004 <u>Projection</u>	2005 <u>Budget</u>
CHARGES FOR SERVICES					
Environment remediation	\$ 60,696	\$ 150,000	\$ 25,012	\$ 150,000	\$ 150,000
Total revenues	\$ 60,696	\$ 150,000	\$ 25,012	\$ 150,000	\$ 150,000

CHARGES FOR SERVICES

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

The required work at the landfill is shifting from remedial construction to monitoring, testing and operation of the pump/treat system. This budget is funded at 50% by the City and 50% by the other potentially responsible parties (PRPs).



1970's Dumping at Landfill

Operation Highlights

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

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

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

Expenditures from this fund are divided into several areas:

- ◆ Private well supply protection – Provide protection (or alternate water supplies) to private well owners in close proximity to the landfill.
- ◆ Operate interim remedial measures to provide protection to private well owners located in close proximity to the landfill.
- ◆ Conduct routine monitoring of the wells in and around the landfill.
- ◆ Conduct routine maintenance and operation of remedial testing and equipment.



Clay cap at former landfill

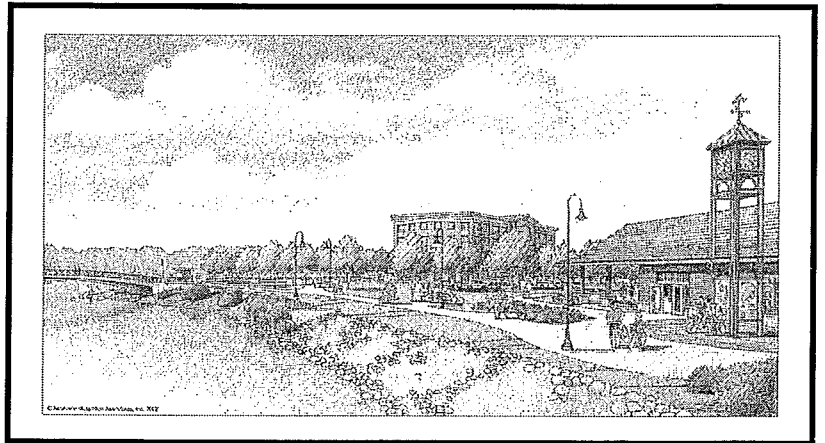
REDEVELOPMENT AUTHORITY

The Eau Claire Redevelopment Authority (RDA), located at 203 S. Farwell Street, is the lead organization in development projects within designated areas of the City of Eau Claire. Created in 1991, the purpose of the RDA includes the elimination and prevention of substandard, deteriorated, slum and blighted areas or properties and encouragement of urban renewal programs. The RDA is governed by a board consisting of seven commissioners and staffed by an executive director.

Major areas of emphasis in the past include four areas: ▪ the Half Moon Lake area, ▪ the North Barstow Street area, ▪ the Soo Line Depot area, and ▪ the West Madison Street area.

Programs & Services

- ◆ Acquisition
- ◆ Demolition
- ◆ Relocation
- ◆ Bonding
- ◆ Project Management
- ◆ Partnering
- ◆ Redevelopment



*Concept Plan for the
development of the North
Barstow Redevelopment
District*

Overview of Revenues and Expenditures

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues:					
Miscellaneous	\$ 27,223	\$ 5,800	\$ 5,687	\$ 5,800	\$ 1,500
Total Revenues and Other Financing Sources	<u>27,223</u>	<u>5,800</u>	<u>5,687</u>	<u>5,800</u>	<u>1,500</u>
Expenses:					
Contractual Services	4,156	5,600	1,732	5,900	6,800
Utilities	78	0	42	200	200
Fixed Charges	-	1,000	-	500	500
Materials & Supplies	-	200	-	200	200
Total Expenses and Other Financing Uses	<u>4,234</u>	<u>6,800</u>	<u>1,774</u>	<u>6,800</u>	<u>7,700</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 22,989</u>	<u>\$ (1,000)</u>	<u>\$ 3,912</u>	<u>\$ (1,000)</u>	<u>\$ (6,200)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 42,581	\$ 49,581		\$ 55,892	\$ 62,692
Changes in Available Balances:					
From operations	22,989	(1,000)		(1,000)	(6,200)
Transfer to Fixed Assets	(16,816)				
Principal payments on loans	<u>7,138</u>	<u>7,800</u>		<u>7,800</u>	<u>69,500</u>
Ending Balance	<u>\$ 55,892</u>	<u>\$ 56,381</u>		<u>\$ 62,692</u>	<u>\$ 125,992</u>

Budget Overview

REVENUES

OTHER FINANCING SOURCES

The Redevelopment Authority receives principal and interest payments from a loan made to a developer for the sale of land. That note is scheduled to be paid off in June 2005. Revenue from interest is estimated at \$1,500 and revenue from the principal payoff is estimated at \$69,500.

EXPENDITURES

CONTRACTUAL SERVICES

Included in Contractual Services are postage and shipping, computer service charges, auditing, legal and professional services, and travel and training. In 2005, \$3,000 is budgeted for professional services in anticipation of a development project in the North Barstow Redevelopment District.

UTILITIES

The Redevelopment Authority is responsible for storm water charges on all impervious area owned by the RDA.

FIXED CHARGES

Insurance claims are budgeted each year under fixed charges.

Activities

Downtown Development Area – TIF #8

The Redevelopment Authority will play a major roll in the redevelopment of the downtown. The RDA Board contracted with Edward Farr Architects to prepare an analysis of development and a conceptual design for the North Barstow District. The mixed-use development may include living, shopping, recreational and commercial spaces all within walking distance of each other. This plan will be used as a tool to market available development pads. The following key components to the redevelopment of the district will continue in 2005: acquisition and clearance of properties between Madison Street and the Eau Claire River, the grand opening of the new RCU Corporate Center, and completion of Phase I of Phoenix Park / Riverfront Terrace public projects along the river.

Revenue Detail

Redevelopment Authority

<u>Revenue Classification</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	2004 <u>6-Month Actual</u>	<u>2004 Projection</u>	<u>2005 Budget</u>
MISCELLANEOUS					
Miscellaneous	\$ 27,223	\$ 5,800	\$ 5,687	\$ 5,800	\$ 1,500
Total revenues	\$ 27,223	\$ 5,800	\$ 5,687	\$ 5,800	\$ 1,500

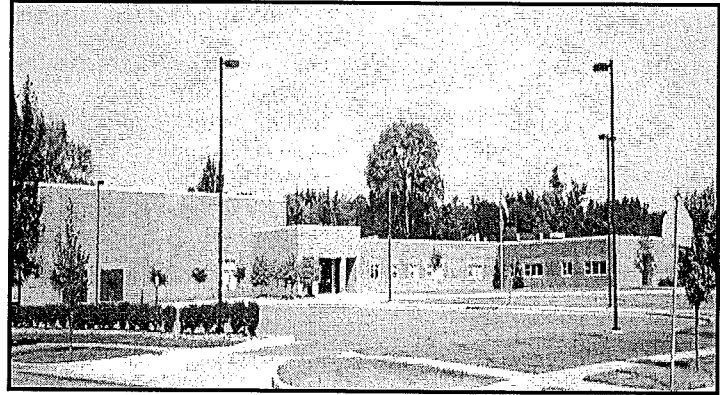


REDEVELOPMENT AUTHORITY BOARD MEMBERS
Seated: Rob Hood and David FitzGerald
Standing: Don Norrell, Ray Hughes and Edward Barr
Absent: Mike DeRosa and Brian Larson

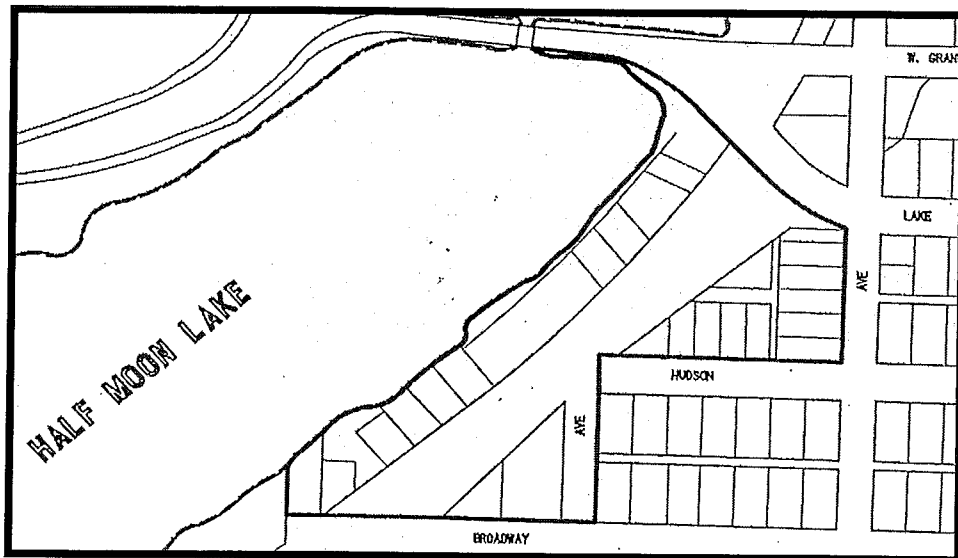
Redevelopment Projects

Half Moon Lake Redevelopment Area

- ◆ Created in 1994 – Closed in 1996
- ◆ 9.3 acre redevelopment area
- ◆ The City, Redevelopment Authority and School District acquired 11 residential properties, two commercial properties and two vacant lots.
- ◆ Relocated residents in homes and commercial businesses.
- ◆ Demolished all buildings within the designated area due to signs of physical deterioration and blight.
- ◆ The land was transferred to the Eau Claire Board of Education for the public use of a recreational trail and a public elementary school.



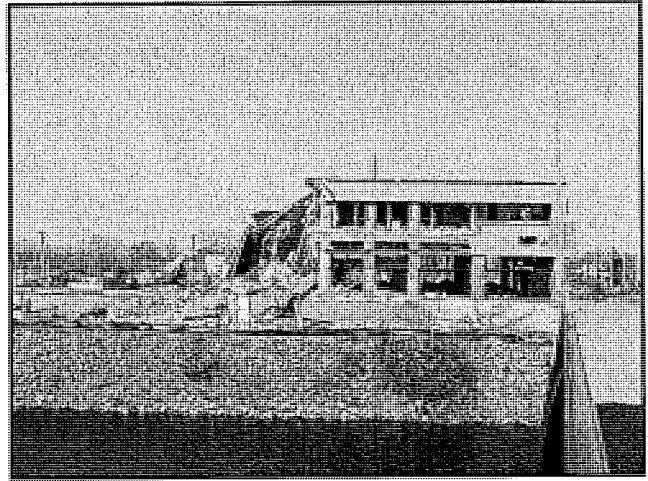
Lakeshore Elementary School



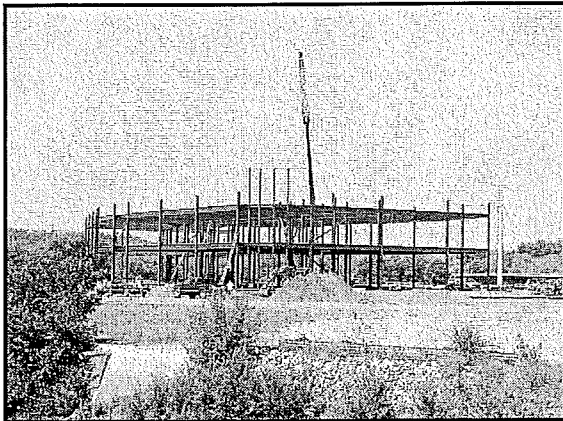
Project Boundary Map

North Barstow Street Redevelopment Area

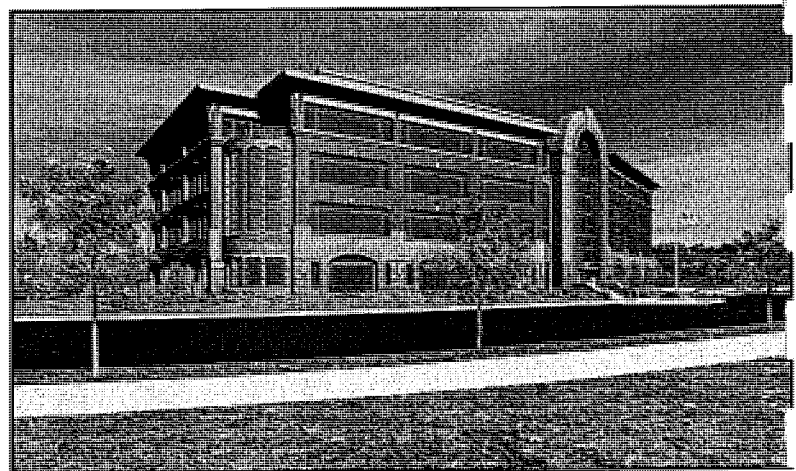
- ◆ Created in 1995 (still active).
- ◆ Began with 18 residential (3 of which were multi-dwelling) properties and 24 commercial and industrial properties. The expanded site includes 23 additional residential properties and 40 commercial and industrial sites.
- ◆ To date, seventeen residential properties, eight commercial properties and four vacant lots have been acquired.
- ◆ The City acquired the former Xcel Energy property in December 2002 at a purchase price of \$1,100,000.
- ◆ Royal Credit Union made the decision to construct its \$12M corporate headquarters within the redevelopment district.



Demolition – Xcel Energy Buildings



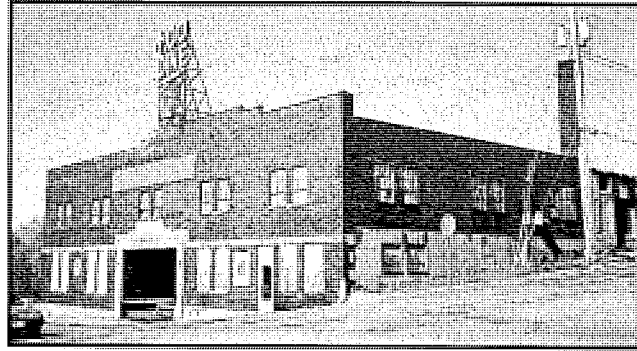
Construction – RCU Corporate Headquarters



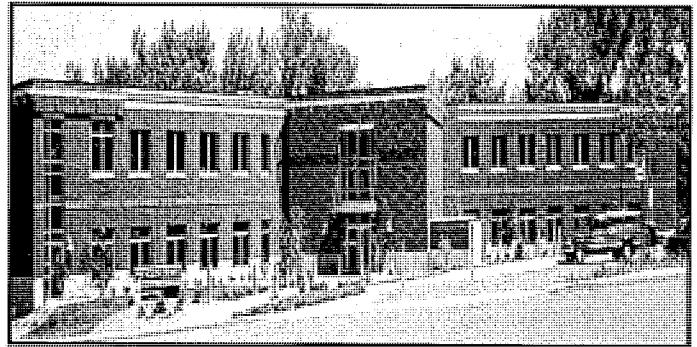
Conceptual Design of RCU Corporate Headquarters

Soo Line Depot Redevelopment Area

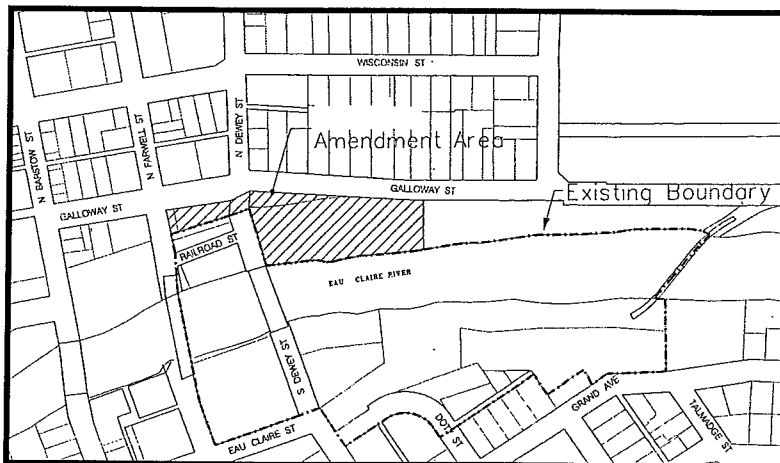
- ◆ Created in 1997 – Closed in 1999
- ◆ Approximately a 9.25 acre area
- ◆ Part of the TIF District #7
- ◆ Included in the area were three residential properties, one commercial property and four publicly owned properties.
- ◆ The RDA received \$167,670 from the sale of the land to PMSI. The developer constructed two office buildings on the site. A municipal parking lot was built and the recreation trail was extended along the Eau Claire River.
- ◆ The current assessed value is: \$3,300,000.



Soo Line site before development project



*Riverview Plaza Office Building
After redevelopment program*



Amended Project Boundary

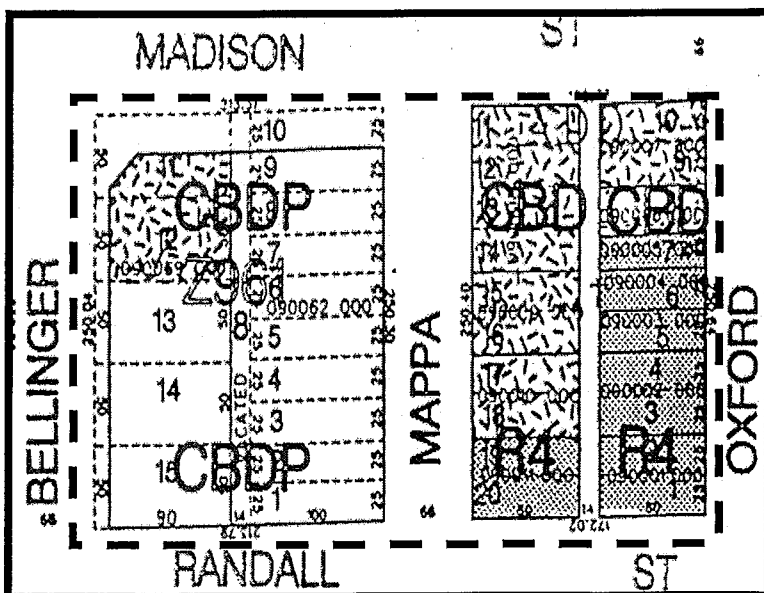
West Madison Street Redevelopment Area

- ◆ Created in 1999 – Closed in 2000.
- ◆ 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.
- ◆ The current assessed value is \$4,050,000.



Before

After



Project Boundary Map

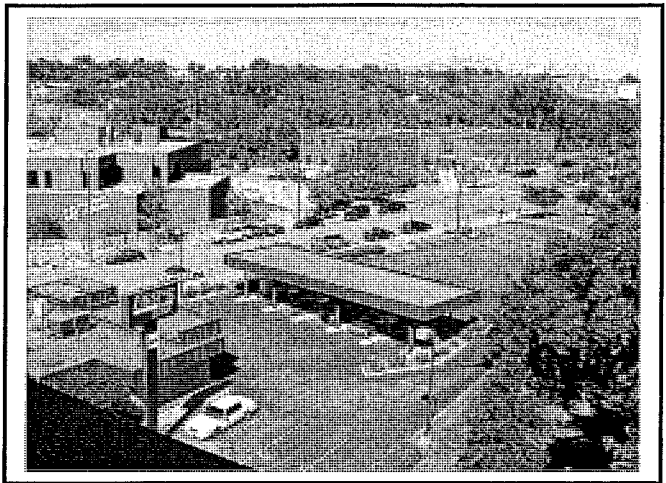
DOWNTOWN BUSINESS DISTRICT

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. The Downtown BID is bounded on the west by the Chippewa River, on the north by Railroad Street, Seaver Street on the south and Dewey and Doty Streets on the east.

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>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 55,000	\$ 71,000	\$ 71,000	\$ 71,000	\$ 71,000
Miscellaneous	618	500	535	700	100
Total Revenues and Other Financing Sources	<u>55,618</u>	<u>71,500</u>	<u>71,535</u>	<u>71,700</u>	<u>71,100</u>
Expenditures and Other Financing Uses:					
Contractual Services	23,426	34,500	7,879	34,100	34,100
Materials & Supplies	11,190	15,500	11,206	15,500	15,500
Tsf to Downtown Fund	25,000	25,000	12,500	25,000	25,000
Total Expenditures and Other Financing Uses	<u>59,616</u>	<u>75,000</u>	<u>31,585</u>	<u>74,600</u>	<u>74,600</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (3,998)</u>	<u>\$ (3,500)</u>	<u>\$ 39,950</u>	<u>\$ (2,900)</u>	<u>\$ (3,500)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 12,410	\$ 9,111		\$ 8,412	\$ 5,512
Changes in Available Balances:					
From operations	<u>(3,998)</u>	<u>(3,500)</u>		<u>(2,900)</u>	<u>(3,500)</u>
Ending Balance	<u>\$ 8,412</u>	<u>\$ 5,611</u>		<u>\$ 5,512</u>	<u>\$ 2,012</u>

Budget Overview

REVENUES

TAXES

A lapsing budget is established each year, funded entirely by special assessments paid by commercial and industrial property owners in the district. The City collects the funds through the tax roll and maintains separate accounting records for all receipts and disbursements.

MISCELLANEOUS

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

EXPENDITURES

CONTRACTUAL SERVICES

This account includes costs for auditing, advertising/marketing, activity promotion, street maintenance and beautification projects.

MATERIALS AND SUPPLIES

Included in this account is funding for office supplies, sidewalk music, lighting maintenance and banner maintenance.

OTHER FINANCING USES

The Downtown BID provides \$25,000 for the support of Downtown Eau Claire, Inc. (DECI).

Operation Highlights

The City Council appointed a 15-member board to set policies for the BID and to prepare an annual operating budget for projects and activities in the downtown commercial area. Projects of the Downtown BID include:

- ◆ Support for the Downtown Eau Claire, Inc. and organizations that facilitate redevelopment and manage downtown activities.
- ◆ Purchase and install the banner program in downtown.
- ◆ Enhance the downtown with flower plantings in the large concrete pots and provide hanging flower baskets.
- ◆ Fund pedestrian amenities such as benches, kiosks, and pedestrian shelters.
- ◆ Vacuum sidewalk in the downtown area and install trash urns.
- ◆ Support the State Regional Arts Center.
- ◆ Support downtown events, such as Summer fest and Fall Festival.

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

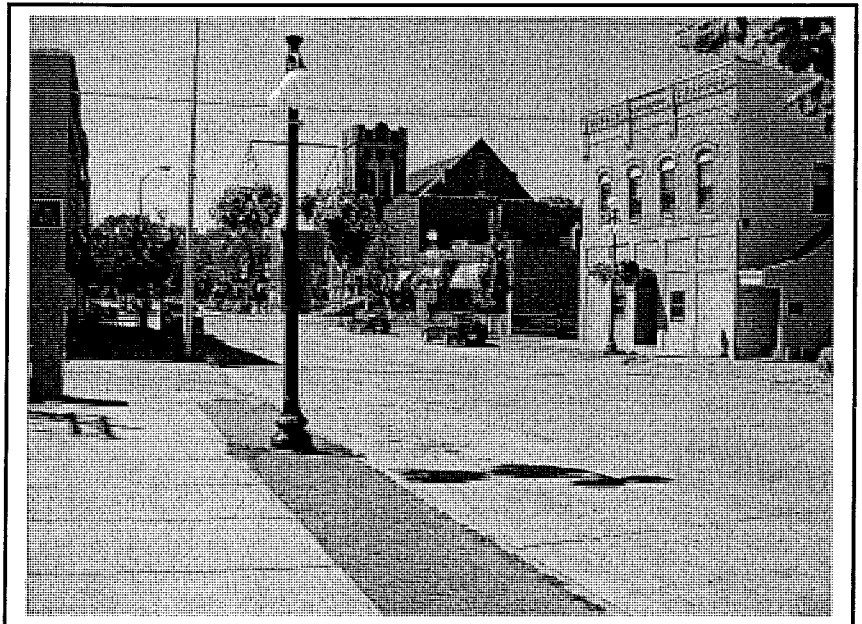
WEST GRAND BUSINESS DISTRICT

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. The West Grand Avenue BID comprises the commercial area on the west bank of the Chippewa River from First Avenue to Second Avenue.

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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	<u>2003</u>	<u>2004</u>	<u>2004</u>	<u>2004</u>	<u>2005</u>
	<u>Actual</u>	<u>Adopted</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 10,000	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500
Miscellaneous	120	100	20	100	100
Non-operating Revenue	<u>1,124</u>	<u>-</u>	<u>787</u>	<u>800</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>11,244</u>	<u>10,600</u>	<u>11,307</u>	<u>11,400</u>	<u>10,600</u>
Expenditures and Other Financing Uses:					
Contractual Services	<u>10,038</u>	<u>10,500</u>	<u>3,729</u>	<u>11,400</u>	<u>10,100</u>
Total Expenditures and Other Financing Uses	<u>10,038</u>	<u>10,500</u>	<u>3,729</u>	<u>11,400</u>	<u>10,100</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 1,206</u>	<u>\$ 100</u>	<u>\$ 7,578</u>	<u>\$ -</u>	<u>\$ 500</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 4,510	\$ 4,610		\$ 5,716	\$ 5,716
Changes in Available Balances:					
From operations	<u>1,206</u>	<u>100</u>		<u>-</u>	<u>500</u>
Ending Balance	<u>\$ 5,716</u>	<u>\$ 4,710</u>		<u>\$ 5,716</u>	<u>\$ 6,216</u>

<h1>Budget Overview</h1>

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

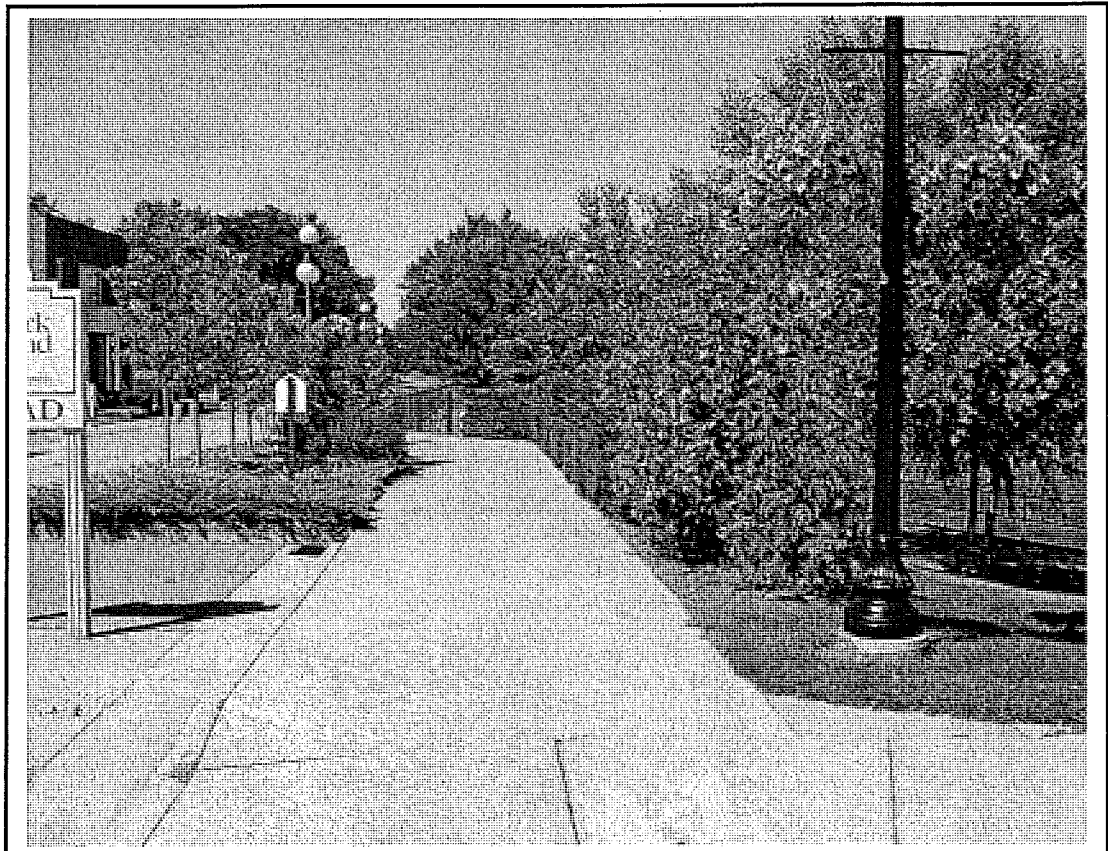
This account includes costs for auditing, repairs, maintenance, snow and ice removal, sidewalk cleaning, hanging flower baskets and weed removal for the district.

Operation Highlights

The City Council appointed a five-member board to set policies for the BID district and to prepare an annual operating budget for projects and activities in the West Grand Avenue commercial area. Past projects of the BID District include:

- ◆ Purchase and installation of pedestrian level lighting within the district and along First Avenue south to Lake Street.
- ◆ Purchase of hanging flower planters and holiday season decorations for the utility poles within the district and First Avenue.
- ◆ Established a zero interest loan program for commercial properties within the district for façade improvements.
- ◆ Support for the annual activities of the Lakeshore Elementary School and Boy Scouts.

The West Grand Avenue BID consists of commercial properties in the 100 block of West Grand Avenue and the adjoining commercial properties in the 700 and 800 blocks of First Avenue.



Bike/Pedestrian Trail along First Avenue

WATER STREET BUSINESS DISTRICT

The Water Street Business District was formed in 1990 to allow business and property owners in the Water Street business community to develop, manage, and promote their business district and to establish an assessment method to fund these activities. The Water Street BID stretches along both sides of Water Street from the Chippewa River west to Seventh Avenue.

Programs & Services

To assure a continuing and successful development and promotional effort, the Water Street Business Improvement District operates under the following goals:

- ◆ Provide complete neighborhood/community shopping and service area with a pleasant pedestrian atmosphere.
- ◆ Encourage and promote the development and vitality of the district.
- ◆ Promote an efficient system of public and private, on- and off-street parking.
- ◆ Actively market Water Street as an attractive, desirable place to live, work, shop and be entertained.
- ◆ Promote development which achieves a high standard of environmental quality and urban design.
- ◆ Promote improvements to the riverfront and to use this resource to the benefit of both the Water Street District and the community.
- ◆ Promote physical rehabilitation of the district which incorporates elements of its history, contemporary design and environmental aesthetics.
- ◆ Encourage activities and developments which promote Water Street as a destination for visitors.



Water Street

Overview of Revenues and Expenditures

	<u>2003</u> <u>Actual</u>	<u>2004</u> <u>Adopted</u>	<u>2004</u> <u>6-Month</u> <u>Actual</u>	<u>2004</u> <u>Projection</u>	<u>2005</u> <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
Miscellaneous	<u>510</u>	<u>500</u>	<u>40</u>	<u>500</u>	<u>500</u>
Total Revenues and Other Financing Sources	<u>10,010</u>	<u>10,000</u>	<u>9,540</u>	<u>10,000</u>	<u>10,000</u>
Expenditures and Other Financing Uses:					
Contractual Services	5,500	7,900	4,357	7,900	7,900
Materials & Supplies	<u>21,945</u>	<u>1,600</u>	<u>347</u>	<u>1,600</u>	<u>1,600</u>
Total Expenditures and Other Financing Uses	<u>27,445</u>	<u>9,500</u>	<u>4,704</u>	<u>9,500</u>	<u>9,500</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (17,435)</u>	<u>\$ 500</u>	<u>\$ 4,836</u>	<u>\$ 500</u>	<u>\$ 500</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 38,407	\$ 17,807		\$ 20,972	\$ 21,472
Changes in Available Balances:					
From operations	(17,435)	500		500	500
Transfer (to)/from reserves -	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 20,972</u>	<u>\$ 18,307</u>		<u>\$ 21,472</u>	<u>\$ 21,972</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

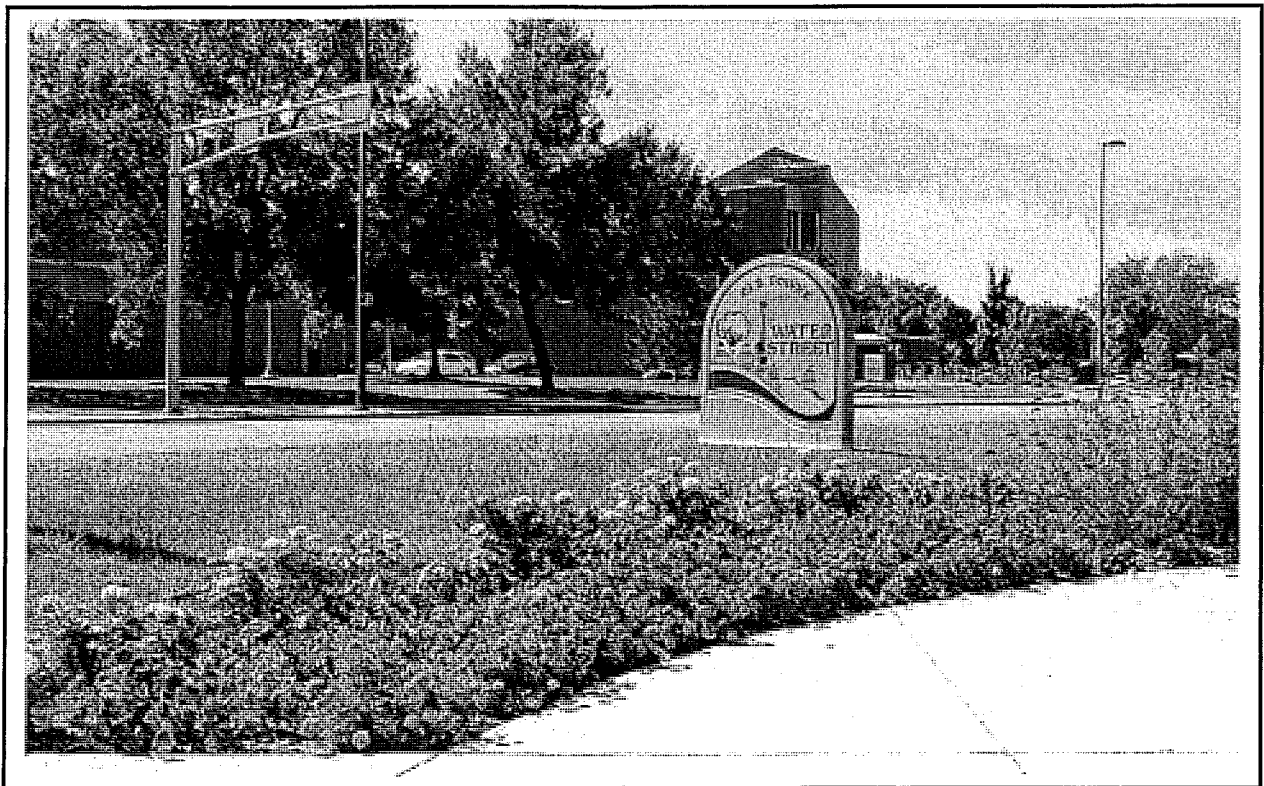
Included in this account are funds for office supplies and fixtures for the district.

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 signs on Water Street at First Avenue and Tenth Avenue.
- ◆ Purchase and maintain new trash containers and public benches 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