

2008

**Program
of
Services**

Budget Detail

City of Eau Claire
Wisconsin

**FINANCE DEPARTMENT*
PERMANENT FILE

2008 Program of Services

Budget Detail

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Overview of Revenues and Expenditures

GENERAL FUND BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 23,615,599	\$ 24,342,800	\$ 13,441,039	\$ 24,305,300	\$ 25,885,100
Intergovernmental	12,686,809	12,279,200	2,221,155	12,475,200	12,385,000
Licenses & Permits	1,647,941	1,492,100	642,910	1,478,700	1,579,600
Fines & Forfeits	766,142	721,000	497,382	750,000	758,000
Charges for Services	2,373,561	1,947,600	714,271	1,786,900	2,397,600
Charges for Services -					
Intragovernmental	2,584,808	2,547,900	1,260,370	2,552,600	2,856,100
Miscellaneous	2,174,805	1,773,100	1,115,330	1,790,700	2,035,100
Other Financing Sources	532,121	629,800	32,967	656,300	865,200
Principal Payments on Advances	449,623	523,800	-	523,800	551,200
Total Revenues and Other Financing Sources	<u>46,831,409</u>	<u>46,257,300</u>	<u>19,925,424</u>	<u>46,319,500</u>	<u>49,312,900</u>
Expenditures and Other Financing Uses:					
Personal Services	31,996,315	33,357,600	15,630,523	33,416,500	35,210,700
Contractual Services	4,484,438	5,119,600	2,269,605	5,250,900	5,179,600
Utilities	1,194,797	1,183,700	468,882	1,183,700	1,441,000
Fixed Charges	497,258	605,100	251,622	47,846	685,100
Materials & Supplies	1,100,834	1,346,100	654,731	1,485,200	1,291,300
Contributions & Other Payments	322,453	318,100	186,000	324,100	323,900
Capital Purchases	6,149	-	-	-	-
Other Financing Uses	4,035,420	4,727,100	-	4,727,100	5,261,300
Total Expenditures and Other Financing Uses	<u>43,637,664</u>	<u>46,657,300</u>	<u>19,461,363</u>	<u>46,435,346</u>	<u>49,392,900</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 3,193,745</u>	<u>\$ (400,000)</u>	<u>\$ 464,061</u>	<u>\$ (115,846)</u>	<u>\$ (80,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 5,181,401	\$ 2,847,776		\$ 6,691,775	\$ 3,013,821
Changes in Available Balances:					
Applied to Capital Projects	(2,201,400)	(2,047,600)		(2,047,600)	(1,567,200)
Prepayments	967,653	-		(557,254)	-
Less Reserve for Transition Positions	-	(400,000)		(400,000)	(200,000)
From (to) operations	2,744,121	(100,000)		(373,100)	-
From (to) operations (Fire Reserve)	-	(300,000)		(300,000)	-
From (to) operations (Hobbs Reserve)	-	-		-	(80,000)
Transfer to Undesignated Fund Balance	-	-		-	(1,166,621)
Ending Balance	<u>\$ 6,691,775</u>	<u>\$ 176</u>		<u>\$ 3,013,821</u>	<u>\$ -</u>

REVENUE DETAIL

Revenue Classification	2007				
	2006 Actual	2007 Adopted	6-Month Actual	2007 Projection	2008 Budget
<u>TAXES</u>					
Real & personal property	\$ 21,777,274	\$ 22,553,000	\$ 12,787,573	\$ 22,553,000	\$ 23,539,000
Allowance for delinquent taxes	-	(200,000)	-	(200,000)	(200,000)
Omitted & Corrected taxes	-	-	-	-	-
Tax increase for debt service	140,000	175,600	175,600	175,600	698,100
Tax rebates	-	5,700	5,700	5,700	5,700
Special assessments	76,181	79,000	99,263	99,300	109,000
Payment in lieu of taxes	1,377,775	1,418,500	240,869	1,355,900	1,425,300
Other	244,369	311,000	132,034	315,800	308,000
Total taxes	<u>23,615,599</u>	<u>24,342,800</u>	<u>13,441,039</u>	<u>24,305,300</u>	<u>25,885,100</u>
<u>INTERGOVERNMENTAL REVENUES</u>					
Federal aid	193,339	-	62,336	135,700	-
State shared tax	7,382,860	7,483,200	-	7,483,200	7,550,000
State expenditure restraint program	906,477	910,000	-	942,400	935,000
State aids-streets	2,778,599	2,700,000	1,356,904	2,700,000	2,690,000
State aids-police, fire	780,247	730,000	769,311	769,200	770,000
Other	645,287	456,000	32,604	444,700	440,000
Total intergovernmental revenues	<u>12,686,809</u>	<u>12,279,200</u>	<u>2,221,155</u>	<u>12,475,200</u>	<u>12,385,000</u>
<u>LICENSES & PERMITS</u>					
Television franchise	592,965	550,000	150,854	550,000	575,000
PEG Fees	182,999	185,000	43,948	185,000	185,000
Liquor licenses	95,727	80,000	82,276	90,000	90,000
Building permits	309,753	270,000	108,182	250,000	295,000
Construction permits	209,951	190,000	76,011	175,000	190,000
Occupational licenses	108,305	90,800	79,518	98,400	103,300
Other	148,241	126,300	102,121	130,300	141,300
Total licenses and permits	<u>1,647,941</u>	<u>1,492,100</u>	<u>642,910</u>	<u>1,478,700</u>	<u>1,579,600</u>
<u>FINES & FORFEITS</u>					
Court penalties and costs	378,834	320,000	197,032	340,000	350,000
Parking violations	379,980	391,000	297,729	400,000	400,000
Other	7,328	10,000	2,621	10,000	8,000
Total fines & forfeits	<u>766,142</u>	<u>721,000</u>	<u>497,382</u>	<u>750,000</u>	<u>758,000</u>
<u>CHARGES FOR SERVICES</u>					
Planning & Development fees	40,990	33,000	14,633	30,000	32,000
Weights & measures fees	19,550	19,200	-	19,200	19,200
Public Works revenue	202,235	156,000	20,216	160,000	181,000
Landfill fees	132,564	72,000	32,623	72,000	90,000
Recreational charges	448,639	408,000	205,217	412,100	423,800
Police department fees	106,681	91,400	38,477	72,000	80,000
Ambulance & Fire department fees	1,416,425	1,165,000	399,272	1,017,000	1,567,000
Other	6,477	3,000	3,833	4,600	4,600
Total charges for services	<u>\$ 2,373,561</u>	<u>\$ 1,947,600</u>	<u>\$ 714,271</u>	<u>\$ 1,786,900</u>	<u>\$ 2,397,600</u>

REVENUE DETAIL

Revenue Classification	2006 Actual	2007 Adopted	2007 6-Month Actual	2007 Projection	2008 Budget
<u>CHARGES FOR SERVICES-</u>					
<u>INTRAGOVERNMENTAL</u>					
Communication center	\$ 1,000,092	\$ 1,060,300	\$ 533,352	\$ 1,060,300	\$ 1,245,600
Haz Mat "B" contract	34,000	34,000	-	34,000	34,000
Ambulance-Towns	-	-	-	-	20,000
Fire Inspector- Altoona	53,973	34,800	20,302	39,500	43,200
Police liaison	168,191	172,700	85,555	172,700	187,600
Storm Water Mgmt service charge	376,524	313,800	156,894	313,800	332,500
HazMat service charge	10,000	10,000	5,000	10,000	12,000
Water Utility service charge	507,372	494,100	247,056	494,100	525,600
Sewer Utility service charge	387,708	381,300	190,656	381,300	405,300
Public Transit utility service charge	41,736	41,900	20,946	41,900	45,300
Service charge - other	5,212	5,000	609	5,000	5,000
Total charges for services- intragovernmental	<u>2,584,808</u>	<u>2,547,900</u>	<u>1,260,370</u>	<u>2,552,600</u>	<u>2,856,100</u>
<u>MISCELLANEOUS</u>					
Interest:					
Investments	1,674,600	1,350,000	1,053,251	1,350,000	1,640,000
Advance to other funds	395,704	368,100	-	368,100	338,300
Other Interest	16	-	572	600	600
Special assessments	10,388	-	406	-	-
Rental	32,038	47,000	39,541	44,500	44,200
Other	62,059	8,000	21,560	27,500	12,000
Total miscellaneous	<u>2,174,805</u>	<u>1,773,100</u>	<u>1,115,330</u>	<u>1,790,700</u>	<u>2,035,100</u>
Total revenues	<u>45,849,665</u>	<u>45,103,700</u>	<u>19,892,457</u>	<u>45,139,400</u>	<u>47,896,500</u>
<u>OTHER FINANCING SOURCES</u>					
Transfer from other funds	494,190	617,800	18,991	641,300	850,200
Sale of capital assets	37,931	12,000	13,975	15,000	15,000
Principal payments for advances	449,623	523,800	-	523,800	551,200
Total other financing sources	<u>981,744</u>	<u>1,153,600</u>	<u>32,966</u>	<u>1,180,100</u>	<u>1,416,400</u>
Total revenues and other financing sources	<u>\$ 46,831,409</u>	<u>\$ 46,257,300</u>	<u>19,925,423</u>	<u>\$ 46,319,500</u>	<u>\$ 49,312,900</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 104.33% of the equalized (market) value for 2008. Assessed values grew 13% due to the 2007 reassessment.

The 2008 tax levy will increase 6.6% to \$24,242,800. Under the levy limits, the levy is divided into three segments. The first segment, 23,539,000, is the general property tax that is limited in growth to the percentage of new construction. The second segment, \$698,100, is the levy for the increase in debt service for general obligation debt. The third segment, \$5,700, is the levy that must be reimbursed to towns for annexations for a five-year period. The 2008 property tax rate for City purposes is \$5.727 per thousand of valuation for Eau Claire County residents and \$5.789 for Chippewa County residents compared to the 2007 rates of \$6.075 and 5.991 respectively.

Special Assessments are collected from properties benefiting from City capital improvements. General fund special assessments are levied for whiteway lighting, tree removal, weed cutting, and snow removal. These assessments are due annually and become a lien against the property.

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 Public Works services. This payment is computed annually and is equal to the value of the property multiplied by the current mill rate. This revenue is projected at \$1,425,300.

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

INTERGOVERNMENTAL REVENUE

State Shared Revenue makes up 61% of intergovernmental revenue, and 15.3% of total General Fund revenue. Each biennium, the State Legislature appropriates a portion of state tax collections and returns it to the municipalities. Originally, the state aid was based on a formula that took into effect the community's tax effort, the equalized value of the property in the community and the population. However, the State reduced the funding for the shared revenue program and, since 1995, the state shared revenue has decreased about \$3.7 million. For the past few years, the shared revenue program distribution has been frozen at \$7.48 million. The 2008 shared revenue is budgeted at \$7,550,000, a slight increase over 2007.

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 2008 estimated payment is \$935,000.

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 \$2.69 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 2008 is \$120,000. The Payment for Municipal Services is estimated at \$650,000 based on the ratio of Eau Claire's state facilities to those of other cities.

Other Intergovernmental Revenues consist primarily of the utility tax and the computer tax reimbursement. Utility tax aid of \$221,000 reimburses the City for services 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 2008 payment is projected at \$180,000.

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 2008 franchise payment is estimated at \$575,000.

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 \$.85 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 \$185,000 in 2008.

Other Revenues in this classification include construction and building permits and 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 \$1,579,600 in 2008.

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 2008 the revenue is budgeted at \$350,000.

Parking Violation revenue is determined by the number of parking spaces available, enforcement effort, and follow-up collection of each ticket issued. The 2008 revenue estimate is \$400,000.

CHARGES FOR SERVICES

Planning and Development Fees include application fees and site plan review fees and are estimated at \$32,000.

Weights and Measures Fees recover the cost to the City of testing various scales and meters that measure consumer products and are estimated at \$19,200. The consumer protection testing is done by the State and billed to the City.

Public Works Revenue includes engineering fees and repairs to streets, sidewalks and signing estimated at \$56,000, 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 2008 estimated revenue is \$90,000.

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 \$423,000 in 2008.

Police Department Fees include charges for pawnshops, excessive false alarms and the cost of copies. The estimated 2008 revenue is \$80,000.

Ambulance and Fire Department Fees are generated by emergency medical service provided by the Fire Department. Ambulance fees are estimated to be \$1,400,000 in 2008. The department expects to receive \$150,000 from medical facilities for regional emergency response. The Fire Department also receives \$15,000 as reimbursement for the cost of medical response supervision and \$2,000 for burning permits, oxygen tanks and other miscellaneous revenue.

In total, charges for services are expected to increase 23% from the 2007 adopted budget.

CHARGES FOR SERVICES-INTERGOVERNMENTAL

Communication Center Reimbursements constitute 44% of the Charges for Services-Intergovernmental category. The Emergency Communication Center expenses are shared jointly with Eau Claire County and other municipalities that reimburse approximately 70% of the Center's costs through a long-term contract. The 2008 reimbursement is estimated at \$1,245,600 reflecting the proposed addition of 3 telecommunicators.

Ambulance Revenue – Towns reflects the \$20,000 overhead fee paid by surrounding communities for regional EMS service.

Fire Inspector Reimbursement is the \$43,200 in support for ½ fire inspector position paid by Altoona.

Police Liaison charges of \$187,000 are reimbursements from the Eau Claire 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 \$1,320,700 in 2008.

MISCELLANEOUS

Interest on Investments has been projected at \$1,640,000, reflecting the General Fund's share of the City's invested portfolio using a blended estimate rate in the range of 4% to 5%.

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. Revenue is projected at \$44,200 per year

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 and \$65,000 for maintenance on Phoenix Park. The Storm Water Utility reimburses the City \$700,200 for street sweeping costs. In addition, the Sewer Utility is contributing \$50,000 to the General Fund as a return on the City's investment in the Sewer Utility. The total amount is being amortized over 18 years and 2008 will be Year 14 of the amortization schedule.

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.eauclairewi.gov.

Photo provided by Shane Opatz of the Leader Telegram.



Left to Right: Brandon Buchanan, David Adler, David Duax, Thomas Kemp, Hal Davis, Thomas Vue, Bob Von Haden, Kerry Kincaid, Ray Hughes, David Klinkhammer, Berlye Middleton

Overview of Revenues and Expenditures
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	2006 <u>Actual</u>	2007 Adopted <u>Budget</u>	2008 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Gen. Purpose (tax) Rev.	\$ 112,985	\$ 130,500	\$ 129,800	-1%
Total Revenues	<u>\$ 112,985</u>	<u>\$ 130,500</u>	<u>\$ 129,800</u>	-1%
Expenditures				
Personal Services	\$ 41,950	\$ 43,100	\$ 43,100	0%
Contractual Services	69,805	85,100	84,500	-1%
Utilities	169	200	200	0%
Fixed Charges	400	400	400	0%
Materials & Supplies	<u>661</u>	<u>1,700</u>	<u>1,600</u>	-6%
Total Expenditures	<u>\$ 112,985</u>	<u>\$ 130,500</u>	<u>\$ 129,800</u>	-1%

City Council

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.

Focus

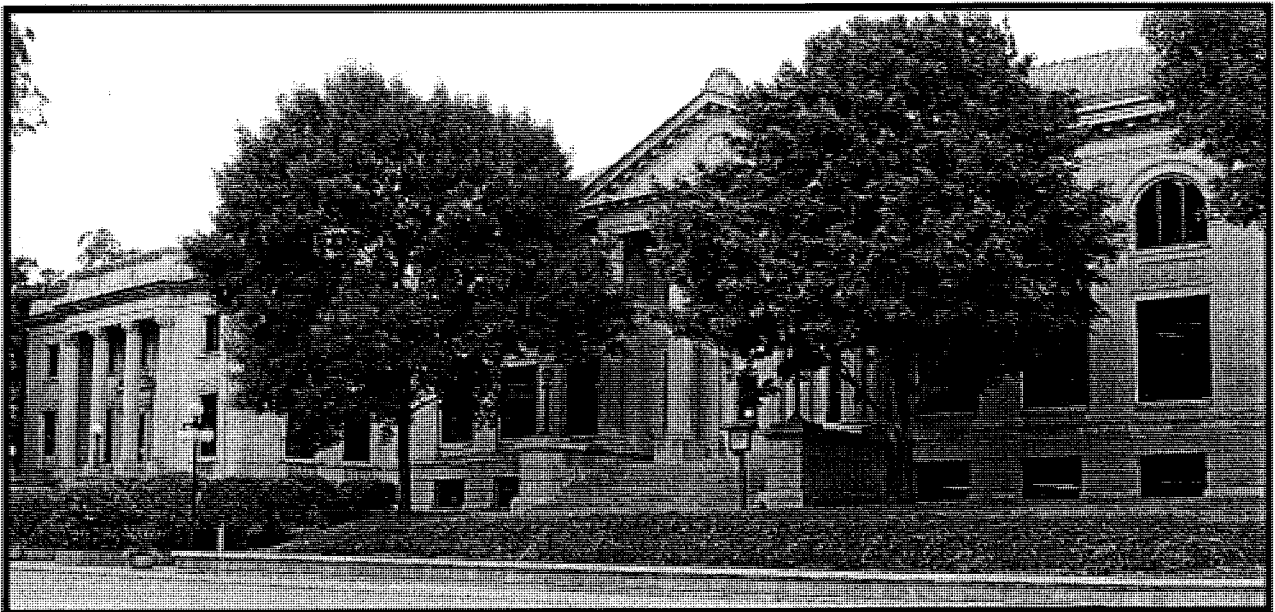
- ◆ Public Safety – Provide a safe and secure environment for the community through the provision of protective emergency services.
- ◆ Finance – Provide financial integrity and efficient, effective management of fiscal resources.
- ◆ Social and Cultural Services – Provide cultural and recreational activities 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



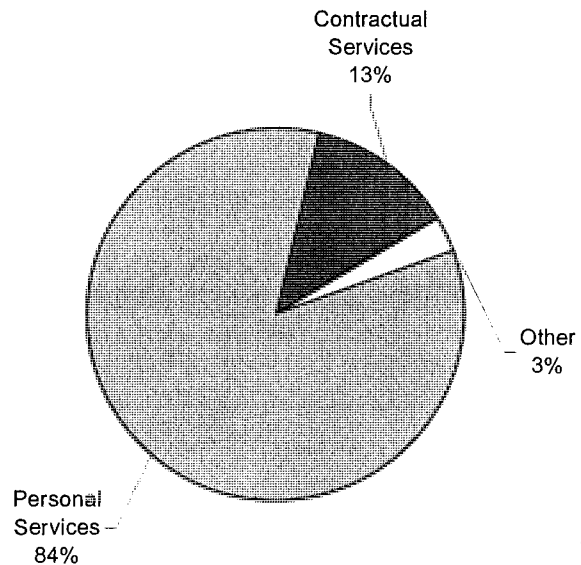
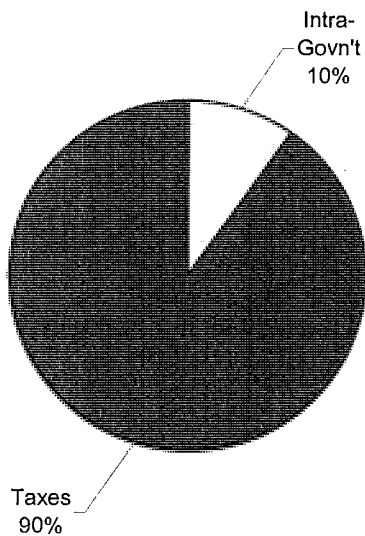
City Hall is located at 203 South Farwell Street

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

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	% <u>Change</u>
Revenues				
Intragovernmental Service	\$ 154,036	\$ 111,194	\$ 116,997	5%
Gen. Purpose (tax) Rev.	<u>959,712</u>	<u>1,049,606</u>	<u>1,071,403</u>	2%
Total Revenues	<u>\$ 1,113,748</u>	<u>\$ 1,160,800</u>	<u>\$ 1,188,400</u>	2%
Expenditures				
Personal Services	\$ 922,109	\$ 966,100	\$ 998,600	3%
Contractual Services	150,392	153,300	152,800	0%
Utilities	5,116	7,300	6,600	-10%
Fixed Charges	3,300	3,300	3,300	0%
Materials & Supplies	26,682	30,800	27,100	-12%
Capital Outlay	<u>6,149</u>	<u>-</u>	<u>-</u>	
Total Expenditures	<u>\$ 1,113,748</u>	<u>\$ 1,160,800</u>	<u>\$ 1,188,400</u>	2%



Budget Overview

EXPENDITURES

CONTRACTUAL SERVICES

This category covers such expenses as postage, printing the *Community News* newsletter, Internet access changes and security, payroll systems maintenance, Digger's Hotline charges, network services and training.

Expenditures by Division

City Manager/City Clerk

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 329,968	\$ 388,000	\$ 179,873	\$ 388,000	\$ 393,500
Contractual Services	42,498	28,600	17,600	29,600	29,900
Utilities	1,355	2,300	913	2,300	2,000
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	12,875	18,800	6,452	17,800	14,900
Total Expenditures	\$ 388,096	\$ 439,100	\$ 205,538	\$ 439,100	\$ 441,700

Information Services

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 592,141	\$ 578,100	\$ 297,838	\$ 578,100	\$ 605,100
Contractual Services	107,894	124,700	51,453	117,600	122,900
Utilities	3,761	5,000	2,559	5,000	4,600
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	13,808	12,000	14,145	19,100	12,200
Capital Purchases	6,149	-	-	-	-
Total Expenditures	\$ 725,653	\$ 721,700	\$ 366,945	\$ 721,700	\$ 746,700

Staffing

City Manager/City Clerk

	2006	2007	2008
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
Total FTE Positions	4.00	4.00	4.00

Information Services

	2006	2007	2008
Information Services Manager	1.00	1.00	1.00
Information Services Technician III	5.00	5.00	5.00
PC Coordinator	1.00	1.00	1.00
Total FTE Positions	7.00	7.00	7.00



*City Manager – Mike Huggins
Linda DesForge
Donna Austad
Cathy Marohl*

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 OF EAU CLAIRE

Citizen Resource Bank Form

The City Council has created a Citizen Resource Bank made up of citizens of Eau Claire (Individuals must reside within city limits) whose primary qualification is their interest in participating in City government. When vacancies occur on boards, commissions and committees, the City Council draws upon this Bank for appointments. Special committees are also appointed for the purpose of working on specific projects.

If you reside in the city and would be willing to have your name included in the Citizen Resource Bank, please fill in the following information and return this form to:

City Manager's Office
P.O. Box 5148
Eau Claire, WI 54702-5148

Name: <i>A. Resident</i>	
Home Address: <i>Eau Claire</i>	Home Phone:
E-Mail Address:	
Business Name:	
Business Address:	Business Phone:

Which Boards, Commissions and/or Committees interest you?
Administrative Review Board, Affirmative Action Committee, Building Code Committee, City/County Board of Health, Hearing Examiners and Appeals Board, Housing Advisory Board, Housing Authority, Landmarks Commission, Library Board, Plan Commission, Police and Fire Commission, Redevelopment Authority, Restaurant Review Board, Senior Center Board, Special Assessment Deferment Committee, Transit Commission, Utility Appeals Board, Waterways and Parks Commission, Zoning Board of Appeals

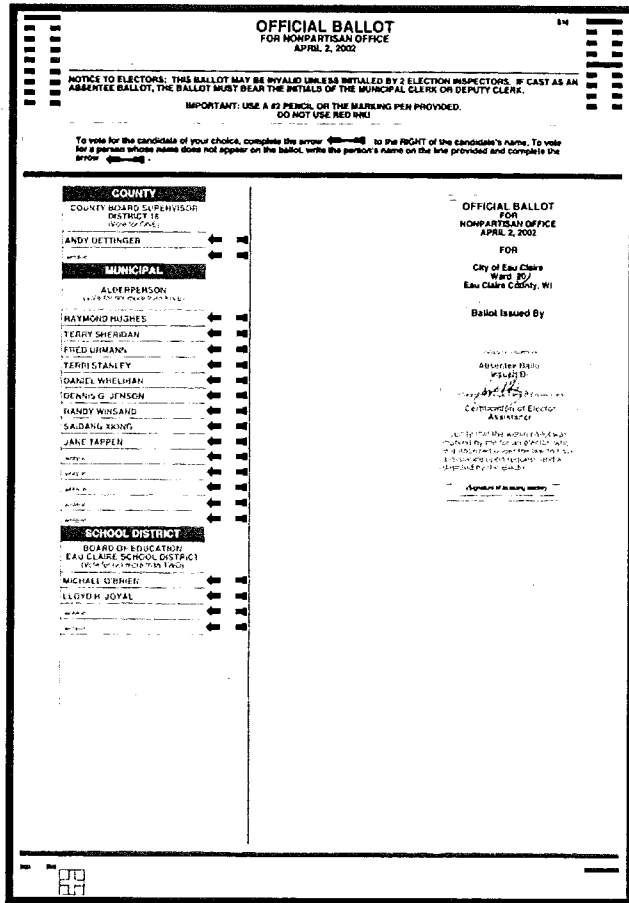
Over 125 residents currently serve on City Boards, Commissions and Committees. A debt of gratitude is owed to each and every person who volunteers to serve our community in this capacity. As the City Council and staff work to address the issues and challenges facing the City, a broad spectrum of citizen involvement is crucial.

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

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

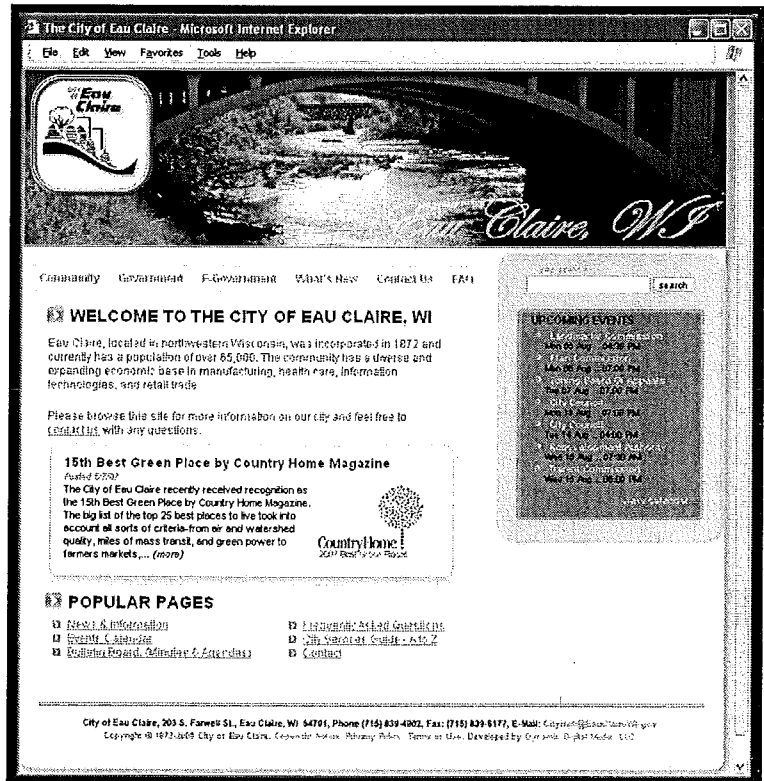
- ◆ Prepare and maintain official minutes for all City Council meetings
- ◆ Supervise elections
- ◆ Maintain repository for all official City records
- ◆ Compile City Council agenda
- ◆ Post and publish all official minutes, agendas, and notices of City Council meetings in accordance with State Statutes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

Information Services Operation Highlights

Information Services (IS) is a division of Administrative Services and is responsible for the design and support of the City's information technology systems, including both network 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, user training, 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
- ◆ Install, configure, and test 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



Areas of Employee Assignment

The Information Services Division has 7 full time employees. Employees are trained to perform the following tasks:

- ◆ Web page design and updates
- ◆ Systems Administration – this consists of installing, upgrading, and maintaining the network operating systems and applications, backup systems, users maintenance, systems and users security etc.
- ◆ Network Administration – consisting of network hardware installation, maintenance and administration, protocols, cabling installation and maintenance, connectivity internal and external to the City
- ◆ Desktop Application Administration – this consists of upgrading and maintaining desktop applications such as e-mail, word processing, spreadsheets, databases, and specialized software
- ◆ Desktop hardware installation and configuration
- ◆ Technology project improvement management, systems research for RFP's, grant application and management
- ◆ Support over 476 network and 412 e-mail users
- ◆ Over 450 City employees have Internet access
- ◆ Maintain 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.
- ◆ Audio Visual Equipment Resource Management and Support
- ◆ Support wireless access for City users at City facilities

Equipment

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

- ◆ 29 Servers
- ◆ 315 Personal Computers
- ◆ 1 AS400
- ◆ 32 Routers
- ◆ 39 Switches (connects file servers, personal computers, and printers together on the network)
- ◆ 153 Printers
- ◆ 66 Digital Cameras
- ◆ 30 PDAs
- ◆ 5 Network Security Devices
- ◆ 52 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)
- ◆ 24/7 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*



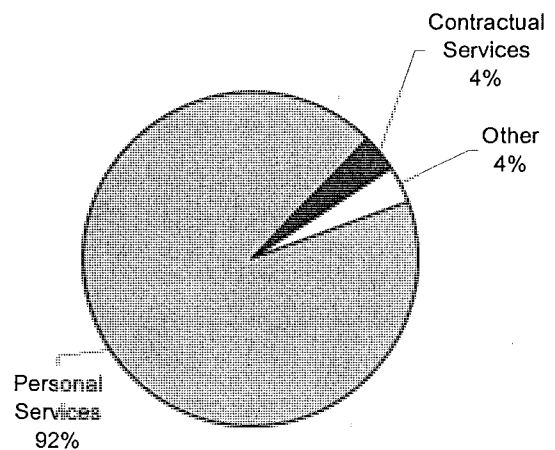
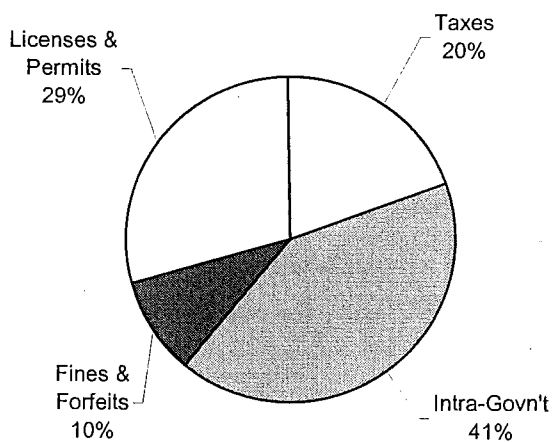
Programs & Services

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 Eau Claire Area School District, Eau Claire Police Department & Eau Claire 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 Redevelopment Authority, the Police & Fire Commission, the City's various boards and commissions, and providing legal assistance as available to the Library, Housing Authority, and Downtown Eau Claire, Inc.

Overview of Revenues and Expenditures

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 146,207	\$ 121,150	\$ 138,200	14%
Fines & Forfeits	197,032	187,750	195,500	4%
Intragovernmental Service	48,183	43,229	45,069	4%
Gen. Purpose (tax) Rev.	<u>28,769</u>	<u>100,071</u>	<u>92,531</u>	-8%
Total Revenues	<u>\$ 420,190</u>	<u>\$ 452,200</u>	<u>\$ 471,300</u>	4%
Expenditures				
Personal Services	\$ 391,035	\$ 415,400	\$ 437,100	5%
Contractual Services	12,999	18,300	16,700	-9%
Utilities	735	1,200	1,000	-17%
Fixed Charges	1,400	1,400	1,400	0%
Materials & Supplies	<u>14,021</u>	<u>15,900</u>	<u>15,100</u>	-5%
Total Expenditures	<u>\$ 420,190</u>	<u>\$ 452,200</u>	<u>\$ 471,300</u>	4%



Expenditures By Division

City Attorney

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 391,035	\$ 415,400	\$ 193,886	\$ 415,400	\$ 437,100
Contractual Services	12,999	18,300	10,370	18,300	16,700
Utilities	735	1,200	552	1,200	1,000
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	<u>14,021</u>	<u>15,900</u>	<u>6,280</u>	<u>15,900</u>	<u>15,100</u>
Total Expenditures	<u>\$ 420,190</u>	<u>\$ 452,200</u>	<u>\$ 211,788</u>	<u>\$ 452,200</u>	<u>\$ 471,300</u>

Staffing

City Attorney

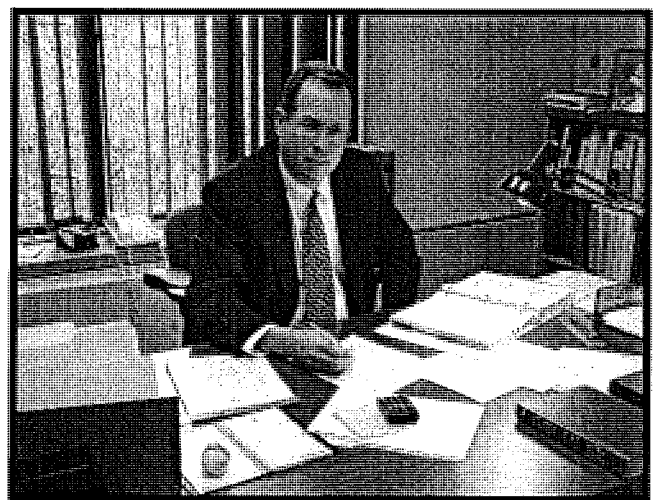
	2006	2007	2008
City Attorney	1.00	1.00	1.00
Assistant City Attorney	2.00	2.00	2.00
Legal Secretary/Deputy City Clerk	1.00	1.00	1.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

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



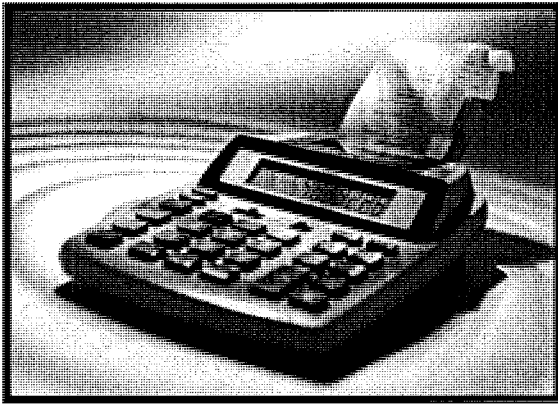
*Assistant City Attorney Lucie McGee
conducting a pretrial*

Assistant City Attorney Steve Bohrer



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

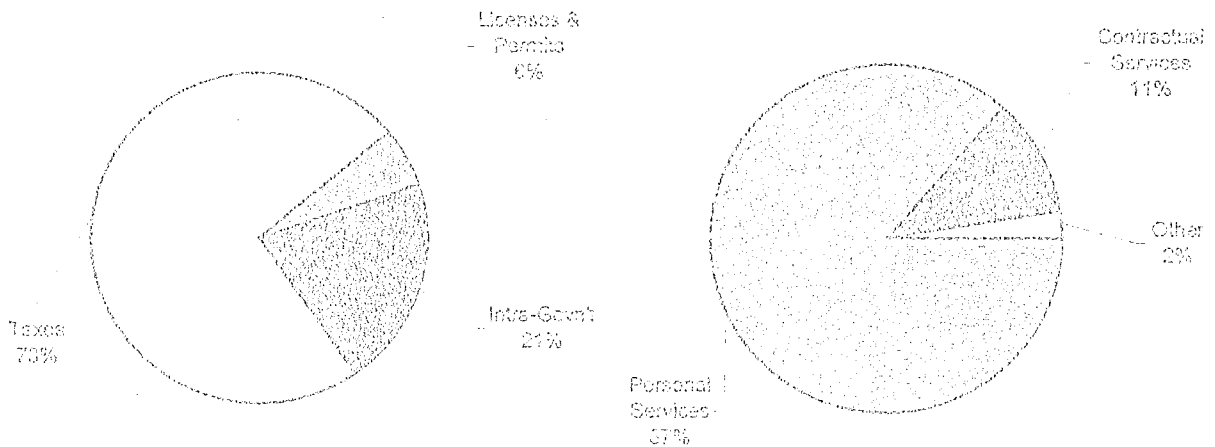
- ◆ Annual operating budget
- ◆ Capital Improvement Plan
- ◆ Annual audit
- ◆ Financial reporting
- ◆ Administer grants & contracts
- ◆ Administer debt service
- ◆ Accounts receivable
- ◆ Accounts payable
- ◆ Payroll
- ◆ Maintain real and personal property records
- ◆ Perform property assessments
- ◆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

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 150,461	\$ 124,350	\$ 142,000	14%
Intragovernmental Service	233,188	478,747	507,324	6%
Gen. Purpose (Int) Rev.	<u>1,793,891</u>	<u>1,783,503</u>	<u>1,810,776</u>	2%
Total Revenues	<u>\$ 2,177,541</u>	<u>\$ 2,371,600</u>	<u>\$ 2,460,100</u>	4%
Expenditures				
Personal Services	\$ 1,949,022	\$ 2,012,200	\$ 2,128,600	6%
Contractual Services	173,560	291,100	273,400	-6%
Utilities	6,393	11,100	9,200	-17%
Fixed Charge	13,400	13,400	13,400	0%
Materials & Supplies	<u>29,906</u>	<u>43,800</u>	<u>35,500</u>	-19%
Total Expenditures	<u>\$ 2,177,541</u>	<u>\$ 2,371,600</u>	<u>\$ 2,460,100</u>	4%



Budget Overview

EXPENDITURES

PERSONAL SERVICES

In 2008, the City's long-serving election clerk will be retiring. Although she has served in a three-quarters time capacity, the City will seek a full-time replacement for her position. The existing complexity of the election laws and the increasing federal and state mandates regarding election hardware and software, accessibility and security require the attention of a full-time clerk.

In 2008, the City will conduct a presidential election. Personal services and office supplies have been increased a total of \$98,000 for poll workers and materials needed to support the election.

CONTRACTUAL SERVICES & MATERIALS & SUPPLIES

In 2007, the Assessing Department budget was increased for postage, supplies, and printing costs associated with the reassessment. Those expenses are not included in the 2008 budget, resulting in the 6% and 18% reductions in expenditures.

UTILITIES

Telephone costs are expected to decrease due to the implementation of the new phone system.

Expenditures By Division

Administration

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 255,103	\$ 267,800	\$ 89,413	\$ 267,800	\$ 274,100
Contractual Services	7,456	7,500	4,296	7,800	7,600
Utilities	1,010	1,100	672	1,100	1,100
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	5,361	6,500	2,636	6,200	6,600
Total Expenditures	<u>\$ 269,930</u>	<u>\$ 283,900</u>	<u>\$ 97,517</u>	<u>\$ 283,900</u>	<u>\$ 290,400</u>

Financial Services - Accounting

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 479,806	\$ 492,100	\$ 209,005	\$ 492,100	\$ 523,800
Contractual Services	52,423	66,700	44,312	67,600	66,600
Utilities	2,087	3,700	1,319	3,700	3,100
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	4,169	11,600	1,223	10,700	9,900
Total Expenditures	<u>\$ 540,285</u>	<u>\$ 575,900</u>	<u>\$ 256,759</u>	<u>\$ 575,900</u>	<u>\$ 605,200</u>

Assessing

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 536,842	\$ 556,600	\$ 259,275	\$ 556,600	\$ 496,600
Contractual Services	28,879	66,800	2,452	66,800	58,000
Utilities	1,412	2,100	1,067	2,100	2,100
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	7,150	11,700	1,270	11,700	6,100
Total Expenditures	<u>\$ 582,083</u>	<u>\$ 645,000</u>	<u>\$ 267,964</u>	<u>\$ 645,000</u>	<u>\$ 570,600</u>

Expenditures By Division

Financial Services - Customer Service/Elections

		<u>2006</u> <u>Actual</u>		<u>2007</u> <u>Budget</u>		<u>2007</u> <u>6 Month</u> <u>Actual</u>		<u>2007</u> <u>Projection</u>		<u>2008</u> <u>Budget</u>
Personal Services	\$	677,332	\$	695,700	\$	319,199	\$	695,700	\$	834,100
Contractual Services		89,801		150,100		59,391		150,100		141,200
Utilities		2,083		4,200		1,555		4,200		2,900
Fixed Charges		2,800		2,800		1,400		2,800		2,800
Materials & Supplies		13,226		14,000		4,346		14,000		12,900
Total Expenditures	\$	<u>785,242</u>	\$	<u>866,800</u>	\$	<u>385,891</u>	\$	<u>866,800</u>	\$	<u>993,900</u>

Staffing

Finance Administration

	2006	2007	2008
Director of Finance	1.00	1.00	1.00
Projects and Acquisitions Coordinator	1.00	1.00	1.00
Account Clerk II/Finance Secretary	1.00	1.00	1.00
	1.00	1.00	1.00
Total FTE Positions	3.00	3.00	3.00

Financial Services - Accounting

	2006	2007	2008
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
Accounting Technician	3.00	3.00	3.00
Account Clerk I	1.00	1.00	1.00
	1.00	1.00	1.00
Total FTE Positions	8.00	8.00	8.00

Staffing

Financial Services - Customer Service

	2006	2007	2008
Financial Services Manager	1.00	1.00	1.00
Election Clerk	0.75	0.75	1.00
Accountant I	1.00	1.00	1.00
Account Clerk II	2.00	2.00	2.00
Accounting Technician	1.00	1.00	1.00
Account Clerk I	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>
Total FTE Positions	<u><u>9.50</u></u>	<u><u>9.50</u></u>	<u><u>9.75</u></u>

Assessing

	2006	2007	2008
City Assessor	1.00	1.00	1.00
Property Assessor II	4.00	3.00	3.00
Property Assessment Aide	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u><u>7.00</u></u>	<u><u>6.00</u></u>	<u><u>6.00</u></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.



Teresa Livingston preparing budget documents

Activities

Program of Services and Capital Improvement Plan

Developing a proposed budget involves detailed analysis of the revenue and expenditures for each of the City's 25 operating funds and 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 on the national market. Prior to the sale, the City obtains bond ratings from Moody's Investor Service and Standard & Poor's. 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 & Poor's has rated the City's general obligation bonds and water and sewer revenue bonds as AA. The rating agencies upgraded MBIA insured bond issues to Aaa & AAA respectively. 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 \$54.4 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:



Christine Putzke processes property acquisitions

- ◆ Acquisition of property along the west side of Forest Street between Madison Street and the City Shops for flood remediation. (This project was funded with Federal and State grants)
- ◆ Acquisition of 110 acres for the Northwest Community Park & 67 acres for the Southeast Community Park
- ◆ Acquisition of the Stokes-Mundt Funeral Chapel for trail right-of-way
- ◆ Acquisition of 34 properties and 7.26 acres of vacant land for flood mitigation
- ◆ Acquisition and demolition of the Xcel Energy and other properties in the North Barstow Redevelopment District
- ◆ Acquisition, demolition and resale of the former Mt. Washington School for redevelopment
- ◆ Acquisition of 3.8 acres on Golf Road to incorporate into Fairfax Park
- ◆ Acquisition of 52 acres south of County Line Road and West of Jeffers Road from Gateway Development for park purposes
- ◆ Acquisition of a one-acre parcel on Mercury Avenue as a potential site for a future fire station
- ◆ Acquisition and demolition of the former Walters Brewery site for future development
- ◆ Acquisition of a 5 acre parcel on Old Wells Road for parkland

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
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The Financial Services Division is a combination of Customer Services, Elections, and Accounting. 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 | • Property Tax Settlement and Reporting |
| • Accounts Receivable | • Records Management |
| • Budget Management | • Travel Policy Administration |
| • Cash and Investments Management | • Grant Reporting |
| • Chart of Accounts and General Ledger Maintenance | • Treasury |
| • Debt Management | • Elections |
| • Fixed Assets | • Utility Billing and Accounting |
| • Payroll Administration | • Utility Appeals |
| • Licensing | • Systems Implementation and Management |
| • Ambulance Billing Administration | |
| • Parking Ticket Administration | |

Activities



Accounting Staff: Cora Overboe, Sue Fasching, Clint Breed, Vicki Franson, Pat Hoepner, Kathy Ludack, Julie Kircher, Rose Adams

Accounts Payable

All payments of invoices for the City of Eau Claire are centralized in the Accounts Payable section of the Accounting division. Approximately 180 checks are issued each week, with total payments and about \$3 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.

Accounts Receivable

The City sends invoices for a wide range of services, including ambulance, delinquent personal property tax, intergovernmental agreements and inter-departmental charges. City staff process approximately 4,000 invoices totaling about \$6 million each year. Billing for ambulance services is contracted to a private company, which works under the direction of the Accounts Receivable clerk.

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 earnings, and payments for payroll, debt, construction and operations. Cash balances range between \$10 - \$36 million and are fully collateralized. Investment balances range from \$40 - \$70 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 over 9,000 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 72 issues with an outstanding balance of \$80 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, including principle and interest, which are projected at \$10 million in 2008, are made on April 1 and October 1 each year. The Accounting section is responsible for the accuracy of the City's debt obligations, and for reporting to federal debt repositories, financial consultants, holders of City bonds and others interested in the City's debt position.

Fixed Assets

Fixed assets are defined as all property of the City that has a useful life of more than a year and a value of over \$5,000. 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.

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 \$51 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



Julie Kircher processes the City payroll

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 ten 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. Total tax collections within the city for 2006 taxes collectible in 2007 were approximately \$83 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, 15 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 27 active grants for a total grant and local match amount of over \$1.9 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.



Treasury Staff: Peggy Frank, Deb Hams, Cheryl Brunner, Carol Schumacher and Cindy Anderson



Peggy Frank entering customer payments

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 scan vote counting system and is converting its voter registration records to the SVRS (State-wide Voter Registration System), which includes information on more than 50,000 City 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.



City Clerk, Donna Austad and Election Clerk, Carol Schumacher train Election Inspectors.

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



Citizens taking part in the September 12th election at the Ward 8 polling site



Election Inspector Training

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.



Utility Billing Staff: Financial Services Supervisor, Tom Hoff, Julie Martin, Deann Kelly, Darlene Prissel and Sharon Jurjens

Assessing Operation Highlights

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

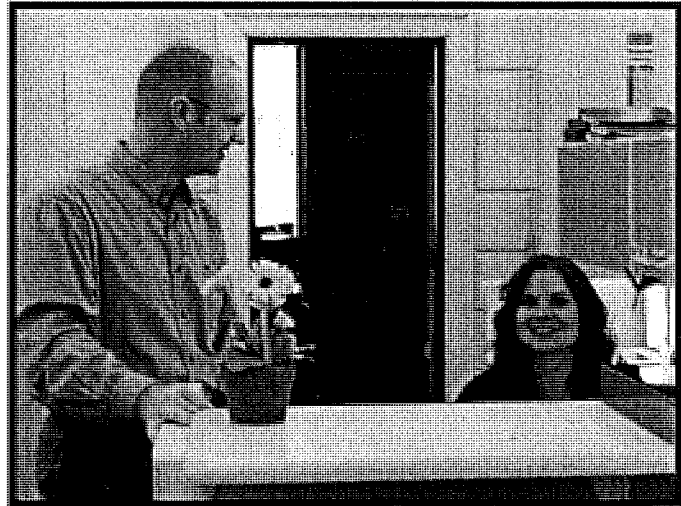
Statistics - Property Valuations

	<u>2007 Budget</u>	<u>2008 (est) Budget</u>
<u>Real Estate</u>		
Residential	\$ 2,359,873,200	\$ 2,641,731,800
Commercial	1,170,613,300	1,348,052,300
Manufacturing	132,851,900	147,462,000
Agricultural	58,400	111,400
Total	3,663,396,800	4,137,357,500
<u>Personal Property</u>		
City	116,172,700	127,249,900
Manufacturing	16,252,000	23,755,000
Total	132,424,700	151,004,900
Total Value	\$ 3,795,821,500	\$ 4,288,362,400
<u>Total Properties</u>		
Real Estate	22,920	23,116
Personal Property	2,324	2,325

Activities

Annual Assessment: Real & Personal Property

The Assessing division is responsible for the annual assessment of approximately 23,000 parcels of real estate, 2,300 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.



Todd Bohrer and Becky Hraban – Assessing Dept.

Triennial Reassessment

City-wide 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:

- ◆ 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

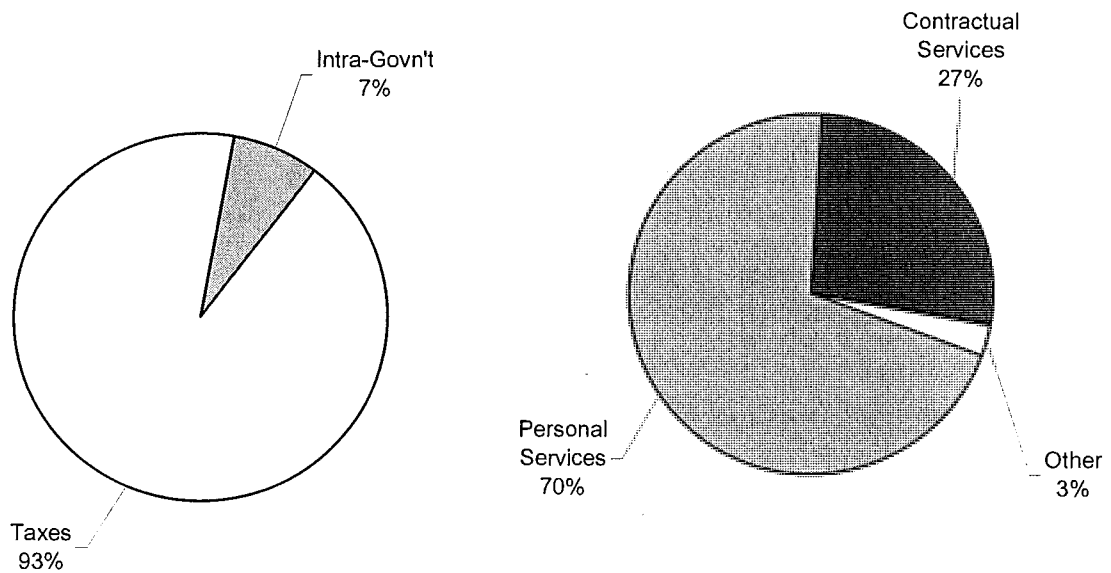
- ◆ Recruitment and pre-employment testing
- ◆ Labor relations
- ◆ Administration of employee benefits and pay
- ◆ Purchasing and procurement



Jan Dole providing benefit assistance

Overview of Revenues and Expenditures

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intragovernmental Service	\$ 91,859	\$ 54,014	\$ 60,607	12%
Gen. Purpose (tax) Rev.	<u>669,206</u>	<u>688,886</u>	<u>752,493</u>	9%
Total Revenues	<u>\$ 761,066</u>	<u>\$ 742,900</u>	<u>\$ 813,100</u>	9%
Expenditures				
Personal Services	\$ 487,642	\$ 509,500	\$ 572,300	12%
Contractual Services	253,595	205,300	217,400	6%
Utilities	3,011	3,400	3,100	-9%
Fixed Charges	2,200	2,200	2,200	0%
Materials & Supplies	<u>14,618</u>	<u>22,500</u>	<u>18,100</u>	-20%
Total Expenditures	<u>\$ 761,066</u>	<u>\$ 742,900</u>	<u>\$ 813,100</u>	9%



Budget Overview

EXPENDITURES

CONTRACTUAL SERVICES

Advertising, lab/medical expense and recruiting expense are an integral component of the employee selection & retention process. Advertising costs are increasing due to the number of job searches necessary to replace retiring employees. The 2008 budget for advertising was increased by \$4,600.

Expenditures by Division

Personnel Administration

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 341,496	\$ 358,200	\$ 170,825	\$ 358,200	\$ 412,300
Contractual Services	207,434	155,800	94,246	155,800	164,100
Utilities	2,013	1,700	1,320	1,700	1,700
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	7,980	10,400	4,492	10,400	8,900
Total Expenditures	<u>\$ 560,323</u>	<u>\$ 527,500</u>	<u>\$ 271,583</u>	<u>\$ 527,500</u>	<u>\$ 588,400</u>

Purchasing/Mailing

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 146,146	\$ 151,300	\$ 72,926	\$ 151,300	\$ 160,000
Contractual Services	46,161	49,500	6,361	49,500	53,300
Utilities	998	1,700	664	1,700	1,400
Fixed Charges	800	800	400	800	800
Materials & Supplies	6,638	12,100	(2,813)	12,100	9,200
Total Expenditures	<u>\$ 200,743</u>	<u>\$ 215,400</u>	<u>\$ 77,538</u>	<u>\$ 215,400</u>	<u>\$ 224,700</u>

Staffing

Personnel Administration

	2006	2007	2008
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>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

Purchasing

	2006	2007	2008
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>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total FTE Positions	<u>2.50</u>	<u>2.50</u>	<u>2.50</u>

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

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



Shelley Waughtal and Noli Hadt at the front desk of the Human Resources/Purchasing Department

Purchasing Operation Highlights

Purchasing

- ◆ Procurement of supplies and services for 70 to 80 major projects annually in excess of \$30 million
- ◆ Procurement for Capital Improvement Program at an average of \$15 million annually
- ◆ Process 2,500 purchase orders annually
- ◆ Process items to be placed on Valley Surplus Online Auction

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

COMMUNITY DEVELOPMENT

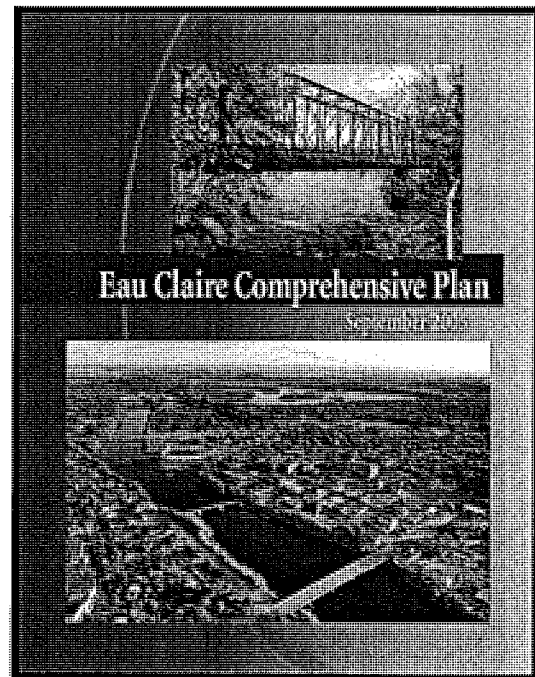
The Development Services Division (Planning and Inspections) is part of the Community Development Department and is located in City Hall, 203 S. Farwell Street. Planning is responsible for community and neighborhood planning, Joint planning through inter-governmental coordination, zoning, development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

The City of Eau Claire Community Development Department consists of 3 divisions:

- ◆ Development Services
- ◆ Economic Development
- ◆ CDBG/Housing

Programs & Services

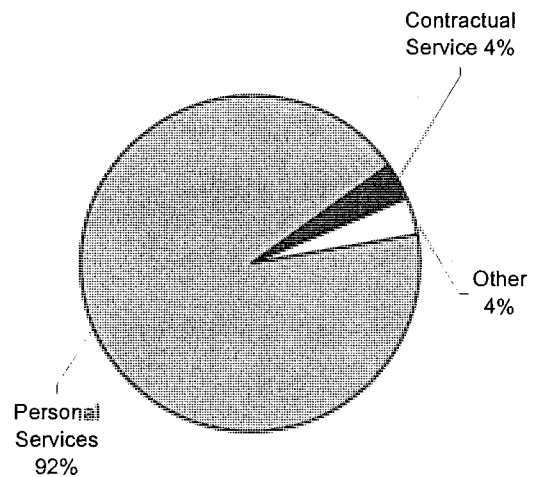
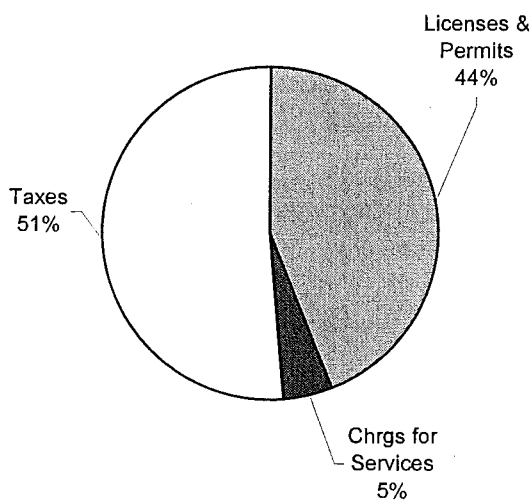
- ◆ Comprehensive Planning
- ◆ Development Codes
- ◆ Development Review
- ◆ Inspections
 - Building
 - Plumbing
 - Electrical
 - Heating
 - Signs
 - Zoning Ordinance
 - Others
- ◆ Code Enforcement
- ◆ Board and Associations
- Staff Support



Comprehensive Plan

Overview of Revenues and Expenditures

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Licenses & Permits	\$ 564,672	\$ 503,600	\$ 529,900	5%
Charges for Services	65,017	55,200	55,800	1%
Gen. Purpose (tax) Rev.	<u>478,137</u>	<u>627,300</u>	<u>622,600</u>	-1%
Total Revenues	<u>\$ 1,107,827</u>	<u>\$ 1,186,100</u>	<u>\$ 1,208,300</u>	2%
Expenditures				
Personal Services	\$ 1,044,762	\$ 1,090,900	\$ 1,119,900	3%
Contractual Services	34,687	47,900	46,100	-4%
Utilities	4,607	6,400	5,900	-8%
Fixed Charges	12,910	12,900	12,900	0%
Materials & Supplies	<u>10,861</u>	<u>28,000</u>	<u>23,500</u>	-16%
Total Expenditures	<u>\$ 1,107,827</u>	<u>\$ 1,186,100</u>	<u>\$ 1,208,300</u>	2%



Budget Overview

REVENUES

CHARGES FOR SERVICES

Licenses & Permits revenues include fees for permit approvals and associated inspections for development activity. Plumbing fees were increased 10% for 2008 based on a four-year rotation with electrical, building and mechanical fees.

EXPENDITURES

PERSONAL SERVICES

Cross certifications for inspectors will add efficiencies to building inspections. An allowance of \$12,000 is included in the budget for the certifications.

CONTRACTUAL SERVICES

The Wisconsin Department of Agriculture, Trade and Consumer Protection charges the City for Weights and Measures services. This expenditure for Weights and Measures is offset by charges to the user and is included in the 2008 budget.

Expenditures by Division

Planning

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 401,383	\$ 497,900	\$ 169,222	\$ 497,900	\$ 479,300
Contractual Services	8,055	12,400	4,686	12,400	12,600
Utilities	1,671	1,900	1,360	1,900	1,900
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	5,213	17,000	2,344	17,000	13,500
Total Expenditures	\$ 417,922	\$ 530,800	\$ 178,412	\$ 530,800	\$ 508,900

Inspections

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 643,379	\$ 593,000	\$ 269,107	\$ 593,000	\$ 640,600
Contractual Services	26,631	35,500	21,926	35,500	33,500
Utilities	2,936	4,500	1,871	4,500	4,000
Fixed Charges	11,310	11,300	5,950	11,300	11,300
Materials & Supplies	5,649	11,000	1,023	11,000	10,000
Total Expenditures	\$ 689,905	\$ 655,300	\$ 299,877	\$ 655,300	\$ 699,400

Staffing

Development Services			
	2006	2007	2008
Director of Community Development	1.00	1.00	1.00
Community Development Secretary	1.00	1.00	1.00
Development Services Administrator	1.00	1.00	1.00
Project Coordinator	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00
Administrator, Inspection & Zoning	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
Part-time Inspector	-	0.50	0.50
Code Compliance	1.00	1.00	1.00
Inspections Technician	1.00	1.00	1.00
	<u>13.00</u>	<u>12.50</u>	<u>12.50</u>
Total FTE Positions	<u>13.00</u>	<u>12.50</u>	<u>12.50</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)
- Bicycle & Pedestrian Committee (monthly)

◆ 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)
- North Barstow/Medical BID (monthly)
- Downtown Eau Claire Inc. (DECI) (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 that regulate the growth and development of the city. Planning and Inspections staff maintains these codes in accordance with state law and local development needs.



Development review

Services

- ◆ Provide development review assistance to developers, applicants, and interested citizens
- ◆ Provide written review reports to city boards and commissions on over 200 formal applications annually
- ◆ Prepare ordinance revisions for development related codes
- ◆ Prepare and update community and neighborhood plans, including:
 - Comprehensive Plan
 - Downtown Plan
 - Parks and Waterways Plan
 - Carson Park Plan
 - Third Ward Neighborhood Plan
 - East Side Hill Neighborhood Plan
 - North River Fronts Neighborhood Plan
 - North Side Hill Neighborhood Plan
 - Water Street Commercial District Plan
 - Historic Preservation Plan
 - West Side Neighborhood Plan

- ◆ Provide assistance and information to citizens concerning development proposals, protest petitions, and community planning
- ◆ Issue over 4,500 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
2007 (June)	64	13	17	24	4	6
2006	136	36	35	46	6	13
2005	171	30	37	68	15	21
2004	145	28	35	64	9	9
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

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					
		Building	Electrical	Plumbing	Heating	Others	Total
2007 (June)	Est. Insp.						Permits
	5,229	602	380	326	356	79	1,743
2006	12,147	1,255	929	798	903	164	4,049
2005	12,000	1,175	877	713	918	183	3,866
2004	13,700	1,375	959	936	1,130	147	4,547
2003	14,124	1,510	981	950	1,134	184	4,759
2002	13,038	1,340	920	840	1,051	190	4,341
2001	14,322	1,443	1,014	1,014	1,102	201	4,774
2000	14,700	1,479	1,207	964	1,155	207	5,012
1999	14,000	1,431	991	834	1,157	174	4,587
1998	14,388	1,516	1,062	888	1,117	213	4,796
1997	13,821	1,441	944	891	1,111	272	4,659
1996	13,473	1,472	953	790	1,064	212	4,491
1995	13,281	1,321	924	820	1,144	218	4,427
1994	12,648	1,341	860	732	1,092	191	4,216
1993	12,195	1,121	862	833	1,080	169	4,065

Revenues

Fees collected by the Inspection Services Division of the Department of Community Development include all permit fees and other miscellaneous service fees as established by City Council in City Code. Revenues for construction activity collected by year are:

2007 (June)	\$ 188,454	1999	397,439
2006	531,375	1998	438,467
2005	550,083	1997	366,513
2004	605,952	1996	366,658
2003	592,388	1995	435,638
2002	562,247	1994	381,963
2001	425,541	1993	291,333
2000	485,541	1992	259,471

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 4 divisions funded by the General Fund:

- ◆ Administration
- ◆ Engineering
- ◆ 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

Buildings and Grounds

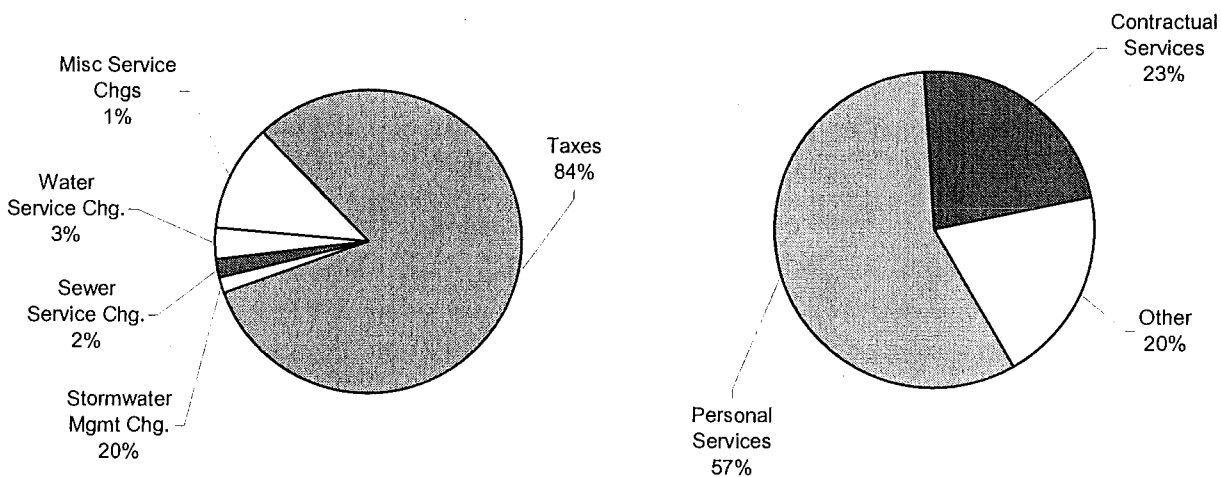
- ◆ Retain the value of City buildings and grounds through proper maintenance
- ◆ Keep the availability and performance of building equipment at an optimum level
- ◆ Supervise construction and remodeling projects

Street Maintenance

- ◆ 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
- ◆ Provide off-street maintenance including weed and turf control and the collection of litter
- ◆ Maintain and operate traffic control including signals, signs, pavement markings, and street lighting
- ◆ Assist in maintenance of storm water drainage facilities

Overview of Revenues and Expenditures

	2006	2007	2008	%
	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>	<u>Change</u>
Revenues				
Stormwater Mgmt Chg.	\$ 210,853	\$ 127,047	\$ 135,816	7%
Sewer Service Chg.	365,308	165,337	176,878	7%
Water Service Chg.	244,256	261,453	279,706	7%
Transit Admin. Chg.	12,521	6,079	6,325	4%
Other Service Chg.	134,440	73,800	91,800	24%
Miscellaneous Charges	503,435	603,800	881,200	46%
Gen. Purpose (tax) Rev.	<u>5,598,978</u>	<u>6,785,884</u>	<u>6,969,175</u>	3%
Total Revenues	\$ <u>7,069,791</u>	\$ <u>8,023,400</u>	\$ <u>8,540,900</u>	6%
Expenditures				
Personal Services	\$ 4,241,440	\$ 4,615,900	\$ 4,894,700	6%
Contractual Services	1,535,783	1,878,600	1,933,600	3%
Utilities	844,360	832,900	1,042,200	25%
Fixed Charges	49,626	114,100	114,100	0%
Materials & Supplies	<u>398,583</u>	<u>581,900</u>	<u>556,300</u>	-4%
Total Expenditures	\$ <u>7,069,791</u>	\$ <u>8,023,400</u>	\$ <u>8,540,900</u>	6%



Budget Overview

REVENUES

OTHER SERVICE CHARGES

The other service charges include an increase of \$18,000 for land fill fees.

MISCELLANEOUS CHARGES

The miscellaneous revenue increase represents an additional \$252,400 transfer from the Stormwater Utility for street sweeping costs.

EXPENDITURES

CONTRACTUAL SERVICES

Increases in this category for 2008 include an additional \$77,100 for equipment rental and \$8,000 for unemployment costs in the General Street Maintenance division.

UTILITIES

The Public Works utility budget appropriates funding for several 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 \$200,400, which includes an increase of \$15,000 for electricity and gas for the City Hall building. The second is for tipping fees of \$114,900 for the City's street cleaning debris. The third is electricity for traffic signals in the amount of \$53,100, an increase of \$13,300. The final major expense is \$673,800 for electricity for the City's streetlights, which is an increase of \$177,200, or 33.4% from 2007.

MATERIALS AND SUPPLIES

The major expenses in this category include sign materials totaling \$40,000, sand, salt and calcium chloride for snow and ice control totaling \$198,000, and bituminous material for street maintenance totaling \$122,000. Also included in this category is equipment purchases, budgeted at \$10,000 for the department, to include radios, cameras, a copier, mowers, snow blowers and weed eaters.

Expenditures by Division

Administration

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 206,814	\$ 202,300	\$ 90,946	\$ 202,300	\$ 210,500
Contractual Services	17,328	19,600	9,883	19,600	19,600
Utilities	3,254	3,900	2,323	3,900	3,700
Fixed Charges	1,100	1,100	550	1,100	1,100
Materials & Supplies	2,926	6,000	2,278	6,000	5,500
Total Expenditures	<u>\$ 231,422</u>	<u>\$ 232,900</u>	<u>\$ 105,980</u>	<u>\$ 232,900</u>	<u>\$ 240,400</u>

Engineering

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 1,191,839	\$ 1,344,200	\$ 520,567	\$ 1,344,200	\$ 1,438,900
Contractual Services	90,970	115,200	40,360	123,200	113,300
Utilities	4,556	5,900	2,850	5,900	5,800
Fixed Charges	19,400	19,400	9,700	19,400	19,400
Materials & Supplies	19,890	40,300	11,468	40,300	41,500
Total Expenditures	<u>\$ 1,326,655</u>	<u>\$ 1,525,000</u>	<u>\$ 584,945</u>	<u>\$ 1,533,000</u>	<u>\$ 1,618,900</u>

Operations

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 2,842,787	\$ 3,069,400	\$ 1,412,629	\$ 3,069,400	\$ 3,245,300
Contractual Services	1,427,485	1,743,800	695,613	1,866,400	1,800,700
Utilities	836,549	823,100	310,525	823,100	1,032,700
Fixed Charges	29,125	93,600	772	93,600	93,600
Materials & Supplies	375,768	535,600	313,183	603,000	509,300
Total Expenditures	<u>\$ 5,511,714</u>	<u>\$ 6,265,500</u>	<u>\$ 2,732,722</u>	<u>\$ 6,455,500</u>	<u>\$ 6,681,600</u>

Staffing

Administration

	2006	2007	2008
Public Works Director	1.00	1.00	1.00
Public Works 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>

Engineering

	2006	2007	2008
Deputy Director of Drainage & Development	1.00	-	-
Deputy Director of Engineering	1.00	-	-
Deputy City Engineer	-	2.00	2.00
Transportation Engineer	-	1.00	1.00
Project Engineer	1.00	1.00	1.00
Traffic Engineer	1.00	-	-
Survey Supervisor	1.00	-	-
Engineering Technician III	4.00	4.00	4.00
Engineering Technician II	1.00	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	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u><u>15.00</u></u>	<u><u>14.00</u></u>	<u><u>14.00</u></u>

Staffing

Operations

	2006	2007	2008
Public Works Operations Administrator	1.00	-	-
Street Maintenance Manager	1.00	1.00	1.00
Building, Grounds, & Fleet Manager	-	1.00	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	2.00	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	7.00	7.00	7.00
Tandem Operator	4.00	4.00	4.00
Light Equipment Operator	9.00	9.00	9.00
	<hr/>	<hr/>	<hr/>
Total FTE Positions	<u>45.00</u>	<u>45.00</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
- 50% of one Deputy City Engineer's position is charged to Storm Water
- 25% of the Public Works Operations Administrator's position is charged to Transit and another 37.5% 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

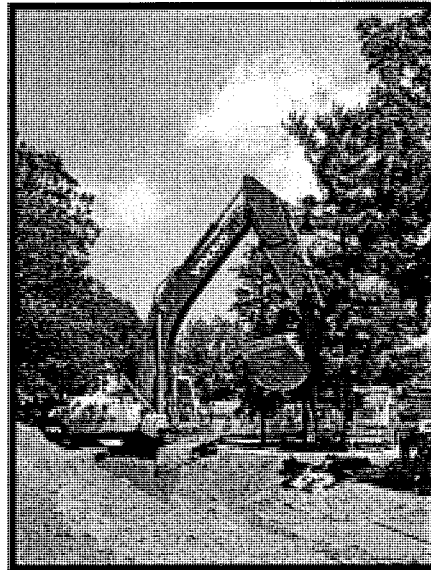
Engineering Division Operation Highlights

Primary Services

- ◆ 47 Projects designed, administered, monitored in 2006
- ◆ 250 Street Grades staked annually
- ◆ Special Assessment Program
- ◆ \$12.6 Million Annual Construction Program
- ◆ Sidewalk Repair Program
- ◆ Encroachments and street opening permits



Pavement Management



Street & Utility Reconstruction

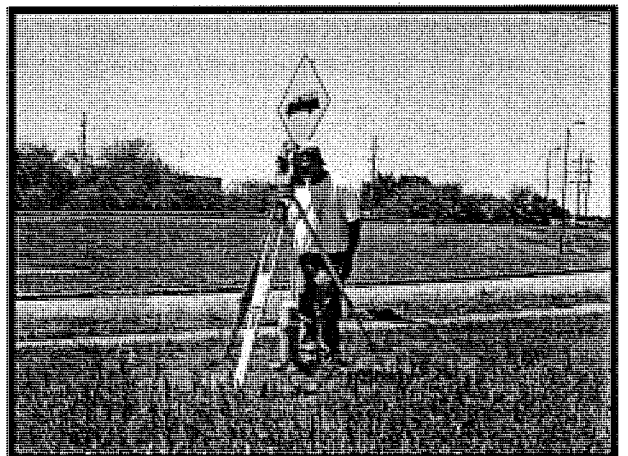
Support Services

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

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

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

Facilities



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
- ◆ Plat maintenance
- ◆ Parking
- ◆ Signage
- ◆ Fire prevention and control

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

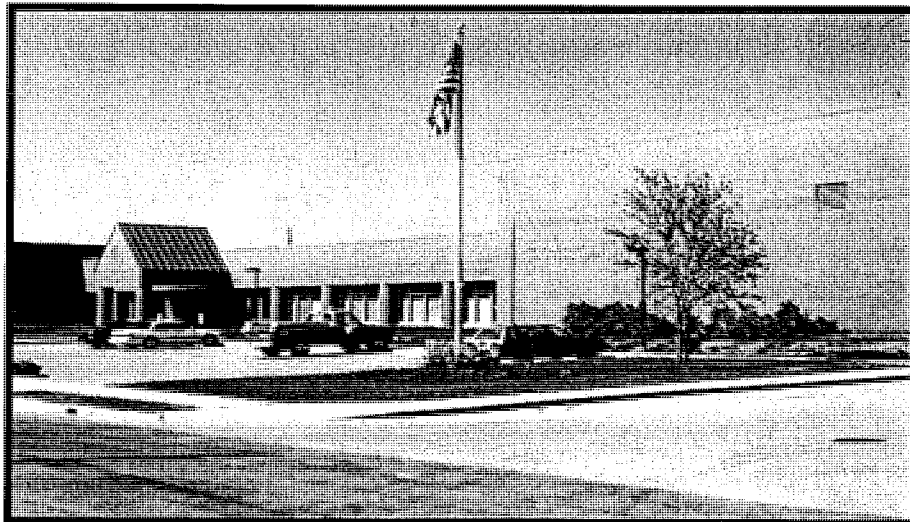
(910 Forest Street)

Parks & Forestry Maintenance Building

(1040 Forest Street)

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

Central Maintenance Facility



Public Works Operations Highlights

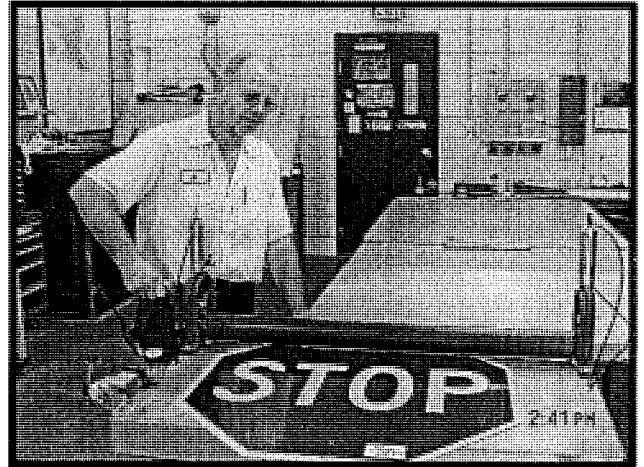
Street Maintenance Base of Operations

Central Maintenance Facility (910 Forest Street)

- ◆ Sign Shop
- ◆ Carpentry Shop
- ◆ Salt Storage Dome (2,000 tons)
- ◆ Storage yard for road maintenance materials and equipment

Traffic & Street Lighting Facilities

- ◆ 35 Traffic signals
- ◆ 8,400 Signs
- ◆ 2166 Street name signs
- ◆ 83 Miles of street centerline marking
- ◆ 270 Painted crosswalks
- ◆ 200 Pavement markings (arrows, school, etc.)
- ◆ 1,573 Street lights on main thoroughfares
- ◆ Sign Shop at Central Maintenance Facility



Sign shop

Activities

Seal Coating

- ◆ Extend life expectancy of street surface
- ◆ 7-10 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
- ◆ 490,000 feet of cracks sealed per year
- ◆ Sealed before chip seal is applied



Crack Routing for Crack Sealing Program



Patching Crew

Street Patching

- ◆ "Patch line" (552-PATCH) gives citizens opportunity to report potholes
- ◆ On average, 5 crews used in the spring
- ◆ 5,500 tons of patch material used annually
- ◆ Up to 30 pieces of equipment used in the spring
- ◆ Permanent patches constructed throughout the summer



Street Sweeper

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
- ◆ Minimum 1 full cycle in summer
- ◆ Fall sweeping - 1 full cycle
- ◆ 10,000 cu. yd. waste annually
- ◆ Sweep gravel after seal coating

Snow and Ice Control

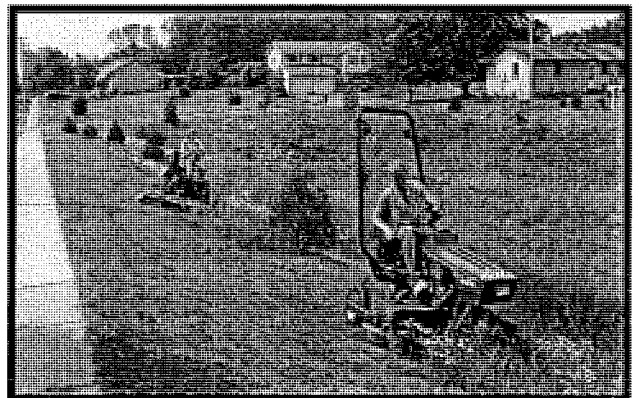
- ◆ 11 Ice control routes - 76 miles
- ◆ Ice control begins with first evidence of slippery conditions
- ◆ 16 Primary plow routes - 74 miles
 - Arterial streets
 - Hills and collector streets
 - Continuous until snow stops
- ◆ 30 Residential plow areas - 252 miles
 - Higher use streets plowed first
 - 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, when needed
- ◆ Remove snow from 17 bridges and overpasses
- ◆ Administer snow clearance for sidewalk ordinance
- ◆ Remove snow from designated public sidewalk, step locations, & islands



Snow plow with wing

Weed Control & Turf Maintenance

- ◆ Administer and enforce weed and long grass ordinance
- ◆ Cut non-compliance areas & bill property owners
- ◆ 180 Notices - annual average
- ◆ 30 Locations require City action annually
- ◆ 164 City owned properties mowed
- ◆ 181 Road right-of-way turf areas maintained
- ◆ 44 Detention/Retention Ponds maintained – 16 mowed



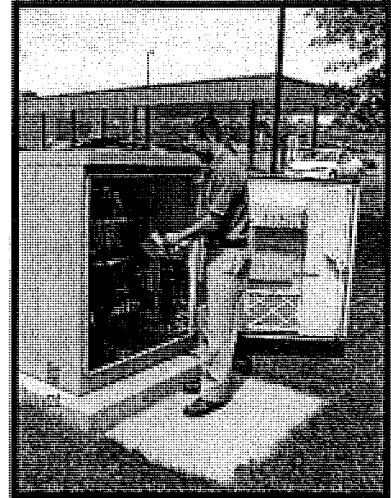
Mowing grass

Off-Street Maintenance

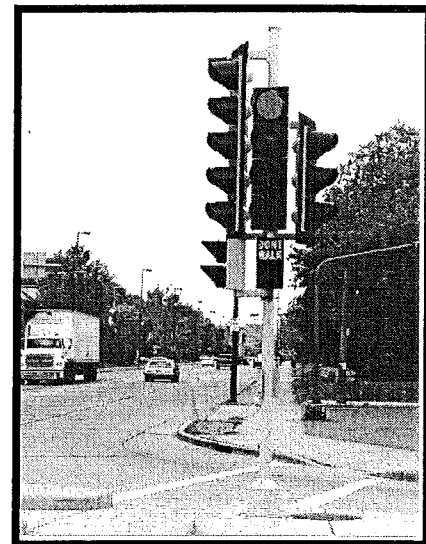
- ◆ 65 locations collect litter
- ◆ Maintain 8 pedestrian tunnels
- ◆ 68 graffiti removals per year

Street Lighting

- ◆ 2,660 Street lights leased from Xcel Energy 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 at Farwell St. & Washington St.

Traffic Signals

- ◆ 36 Locations maintained by the City
- ◆ Signals on Hwy. 12 (Clairemont Ave.), Hwy. 53 (Hastings Way), Hwy. 93, Hwy. 37, and Hwy. 312 (North Crossing) maintained by WIS/DOT
- ◆ Electrical maintenance of signals performed by private contractor
- ◆ Traffic Engineer maintains signal controllers and timing

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

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.

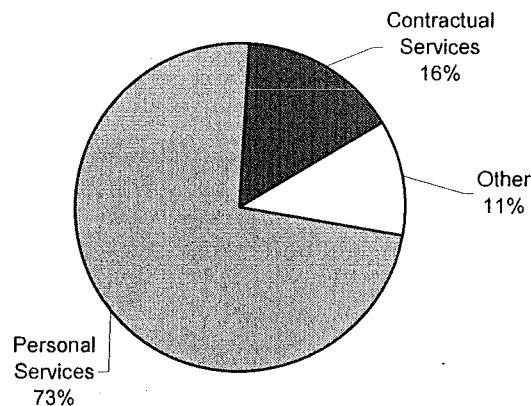
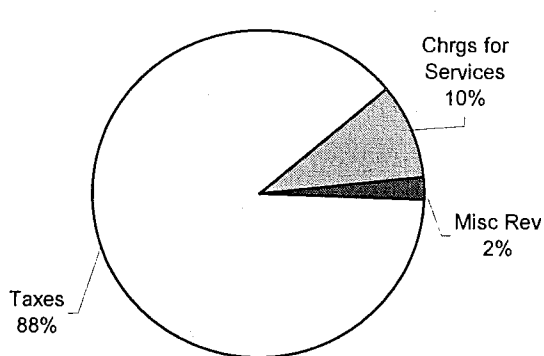
The Forestry Division is responsible for the upkeep of the urban forest. This includes all the trees in the City; however, the Forestry Division focuses mainly on the 40,000 boulevard trees located within the city. The Forestry Division is also responsible for the operation of the City cemeteries.



Phoenix Park

Overview of Revenues and Expenditures

	2006 <u>Actual</u>	2007 Adopted <u>Budget</u>	2008 Proposed <u>Budget</u>	% <u>Change</u>
Revenues				
Charges for Services:				
Pool Admission Fees	\$ 4,922	\$ 5,000	\$ 5,000	0%
Softball Fees	44,707	60,000	49,000	-18%
Instructional Fees	252,458	230,000	232,800	1%
Park Reimbursements	28,998	25,000	33,000	32%
Stadium Rental	46,034	45,000	45,000	0%
WPRAs Ticket Sales	528	700	700	0%
Other Recreation Fees	30,985	16,300	52,300	221%
Miscellaneous Revenue	101,331	95,000	100,000	5%
Gen. Purpose (tax) Rev.	<u>3,658,574</u>	<u>3,757,400</u>	<u>3,878,300</u>	3%
Total Revenues	\$ <u>4,168,536</u>	\$ <u>4,234,400</u>	\$ <u>4,396,100</u>	4%
Expenditures				
Personal Services	\$ 3,075,248	\$ 3,166,900	\$ 3,207,500	1%
Contractual Services	629,143	622,200	686,800	10%
Utilities	192,381	151,800	217,900	44%
Fixed Charges	44,249	56,300	56,300	0%
Materials & Supplies	<u>227,516</u>	<u>237,200</u>	<u>227,600</u>	-4%
Total Expenditures	\$ <u>4,168,536</u>	\$ <u>4,234,400</u>	\$ <u>4,396,100</u>	4%



Budget Overview

REVENUE

PARK REIMBURSEMENT

Rental agreements for the football and baseball stadiums will generate approximately \$45,000 in 2008.

Revenue for the Off-Leash Recreation area generated nearly \$12,000 in 2006 through the sale of annual and daily passes. The revenue is divided between two funds with 20% going to General Fund for maintenance and 80% going to the Parks and Recreation capital fund.

MISCELLANEOUS REVENUE

The Community Enhancement Fund makes a contribution to the General Fund in support of special events and park maintenance. The 2008 contribution will be \$100,000.

EXPENDITURES

PERSONAL SERVICES

In 2007, the Parks and Recreation Department had 35.75 authorized full-time equivalent positions and 23 seasonal laborers in the General Fund. In addition to this, the Department hires 200-300 part-time people throughout the year. The majority of the part-time people work in the Recreation area as playground leaders, swim instructors and lifeguards. In 2008 it is proposed to eliminate a semi-skilled park maintenance position and reclassify a three-quarter Clerk III to full-time for a total of 35 FTEs.

CONTRACTUAL SERVICES

Contractual Services in the administrative account includes, among other items, the maintenance agreements for the RecWare Registration software program. In Park Maintenance, the contractual services account includes equipment rental costs paid to Central Equipment for the Parks fleet, trash disposal costs, portable toilet service contracts and electrical and irrigation service contracts. Also in Park Maintenance, the City budgets \$40,000 for unemployment costs. Recreation contractual services consist mostly of rental of facilities for the recreation programs.

UTILITIES

Electric costs are projected to increase 84.5%, or \$48,000, in 2008 for the parks and recreation department.

MATERIALS & SUPPLIES

Cost for materials and supplies are anticipated to increase \$15,000, which includes \$10,000 for equipment purchases such as mowers, trimmers, blowers, garbage carts and pruners.

Expenditures by Division

Administration

		<u>2006</u> <u>Actual</u>		<u>2007</u> <u>Budget</u>		<u>2007</u> <u>6 Month</u> <u>Actual</u>		<u>2007</u> <u>Projection</u>		<u>2008</u> <u>Budget</u>
Personal Services	\$	239,885	\$	253,600	\$	108,596	\$	253,600	\$	267,500
Contractual Services		44,520		67,100		20,886		67,100		58,900
Utilities		3,679		7,400		2,293		7,400		5,500
Fixed Charges		1,000		1,000		500		1,000		1,000
Materials & Supplies		17,830		20,500		6,713		20,500		20,200
Total Expenditures	\$	306,914	\$	349,600	\$	138,988	\$	349,600	\$	353,100

Park Maintenance

		<u>2006</u> <u>Actual</u>		<u>2007</u> <u>Budget</u>		<u>2007</u> <u>6 Month</u> <u>Actual</u>		<u>2007</u> <u>Projection</u>		<u>2008</u> <u>Budget</u>
Personal Services	\$	1,945,966	\$	1,901,600	\$	937,044	\$	1,901,600	\$	1,958,900
Contractual Services		353,169		292,800		167,293		292,800		339,800
Utilities		182,648		138,300		53,047		138,300		206,600
Fixed Charges		22,682		34,500		16,547		34,500		34,500
Materials & Supplies		121,802		127,900		80,391		127,900		129,800
Total Expenditures	\$	2,626,267	\$	2,495,100	\$	1,254,322	\$	2,495,100	\$	2,669,600

Expenditures by Division

Recreation Division

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 575,537	\$ 666,200	\$ 244,761	\$ 666,200	\$ 620,700
Contractual Services	127,216	144,000	64,899	144,000	195,600
Utilities	3,979	4,800	2,591	4,800	4,500
Fixed Charges	13,702	13,700	6,650	13,700	13,700
Materials & Supplies	55,588	77,100	33,411	77,100	68,100
Total Expenditures	<u>\$ 776,022</u>	<u>\$ 905,800</u>	<u>\$ 352,312</u>	<u>\$ 905,800</u>	<u>\$ 902,600</u>

Forestry Division

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 313,860	\$ 345,500	\$ 131,131	\$ 345,500	\$ 360,400
Contractual Services	104,237	118,300	41,933	118,300	92,500
Utilities	2,074	1,300	1,045	1,300	1,300
Fixed Charges	6,865	7,100	3,550	7,100	7,100
Materials & Supplies	32,298	11,700	3,761	11,700	9,500
Total Expenditures	<u>\$ 459,334</u>	<u>\$ 483,900</u>	<u>\$ 181,420</u>	<u>\$ 483,900</u>	<u>\$ 470,800</u>

Staffing

Administration

	2006	2007	2008
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
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Park Maintenance

	2006	2007	2008
Superintendent of Maintenance	1.00	1.00	1.00
Supervisor	2.00	2.00	2.00
Clerk III	0.75	0.75	1.00
Construction Skilled Worker	1.00	1.00	1.00
Mechanical Skilled Worker II	2.00	2.00	2.00
Skilled Worker-Pool Operator	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00
Skilled Worker I	9.00	9.00	9.00
Stores Clerk	1.00	1.00	1.00
Semi-Skilled Worker	5.00	5.00	4.00
Landscape Technician	1.00	1.00	1.00
Total FTE Positions	<u>24.75</u>	<u>24.75</u>	<u>24.00</u>

Staffing

Recreation

	2006	2007	2008
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

	2006	2007	2008
City Forester	1.00	1.00	1.00
Tree Trimmer II	1.00	1.00	1.00
Arborist	-	-	-
Arborist I	<u>3.00</u>	<u>3.00</u>	<u>3.00</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.

- 25% of one Program Supervisor's time is charged to the Outdoor Pool
- 25% of the Hobbs Program Supervisor's time is charged back to Recreation
- 50% of the City Forester's time is charged to the Cemetery

Park Maintenance Operation Highlights

- Events occurring in our parks continue to increase each year. Sawdust City Days returned for its second year; along with other events such as the Shrine Circus, Classic Softball Tournaments, the Fourth of July Celebration and Express Baseball. These events combined to create a very busy three-week period in Carson Park.
- The football stadium continues to be well used. Events other than football are beginning to occur in the plaza area, requiring more cleanup and restroom maintenance.
- Donations to community parks continue to increase without added promotion. Phoenix Park offers a number of opportunities for donations from benches to public art. Two Heritage Plaques, costing \$10,000 each, were installed in 2007 and 5 benches, at \$1,000 each, had plaques placed into the bench.
- The Off-Leash recreation area continues to receive consistent use generating nearly \$12,000 in revenue per year.

Community Involvement

- This was the first year of promoting volunteer involvement in the parks.
- Over 1400 volunteers worked in park facilities in 2007, including planting and maintaining flowerbeds, picking trash from parks and adopting a park for up to 2 years.



Spring Cleanup at McDonough Park

Major Events

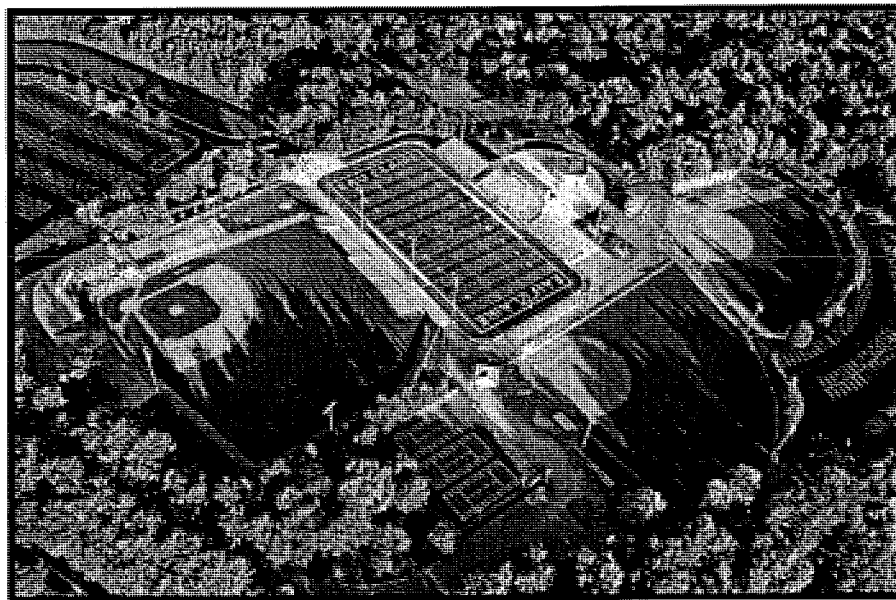
- 57 total Special Events completed in 2007

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

- ◆ 8 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 at Carson Park; 1 at Mt. Simon Park; 1 at Fairfax Park, 1-2 at the Soccer Park and 1 at Phoenix 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 includes: 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
- ◆ 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
- ◆ Support to street snow plowing operation
- ◆ Harvesting weeds on Half Moon Lake, removing 1,000 cubic yards of weeds annually



Carson Park Athletic Fields

Facilities

◆ **14 community and neighborhood parks:**

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

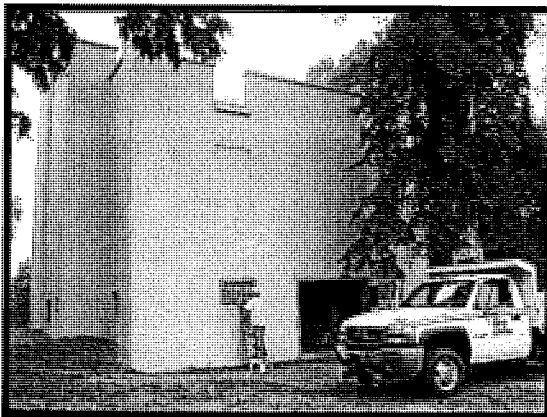
- University Park
- Fairfax Park
- Jaycette Park
- Soccer Park
- SE Community Park
- NW Community Park
- Phoenix Park

◆ **Special Areas**

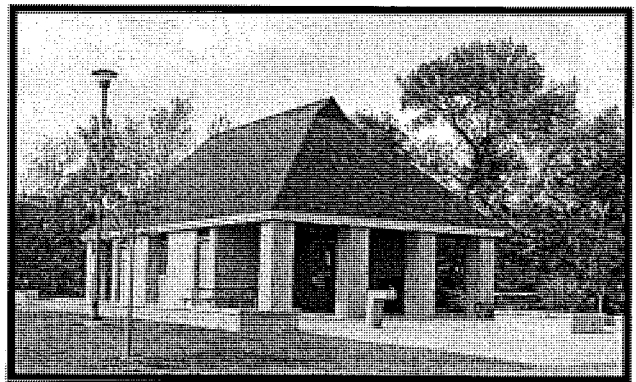
- Mt. Tom
- Half Moon Beach
- Bayview Park
- Archery Park
- Upper Mt. Simon

◆ **8 miles of cross-country ski trails at:**

- Carson Park
- City Wells
- Fairfax Park



Owen Bandshell



Lakeshore Playground

Enterprise Recreational Facilities

- Fairfax Municipal Pool
- Hobbs Ice Center

Neighborhood facilities

◆ 17 neighborhood playgrounds, including:

- | | |
|---|--|
| <ul style="list-style-type: none"> -Beverly Hills -Boyd -Buffington -Cameron -Demmler -Grover Heights -North River Fronts Neighborhood Park
(replaces Hobart Park) -Kessler | <ul style="list-style-type: none"> -Lakeshore -Lee Street -McDonough -Mitscher -Newell -Oakwood Hills -Pinehurst -Sundet -Zephyr Hill |
|---|--|

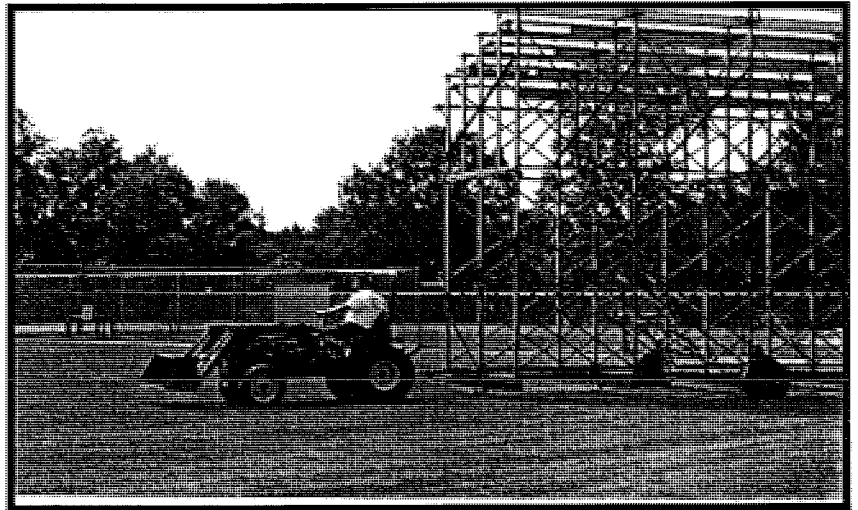
- ◆ 5 neighborhood playgrounds on elementary school sites at:
-Locust Lane --- Manz --- Putnam Heights --- Roosevelt --- Sam Davey.
Presently, three sites have shelters that are not utilized: Locust Lane, Hyline and Hobart.

Athletic & Sport Facilities

- ◆ Softball fields (8 City fields, 6 school fields)
- ◆ 3 baseball fields (6 little league baseball fields, 2 Babe Ruth baseball fields, 2 school baseball fields)
- ◆ Football fields (1 in Carson Park, 17 school fields - requires 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 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)

Equipment

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



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

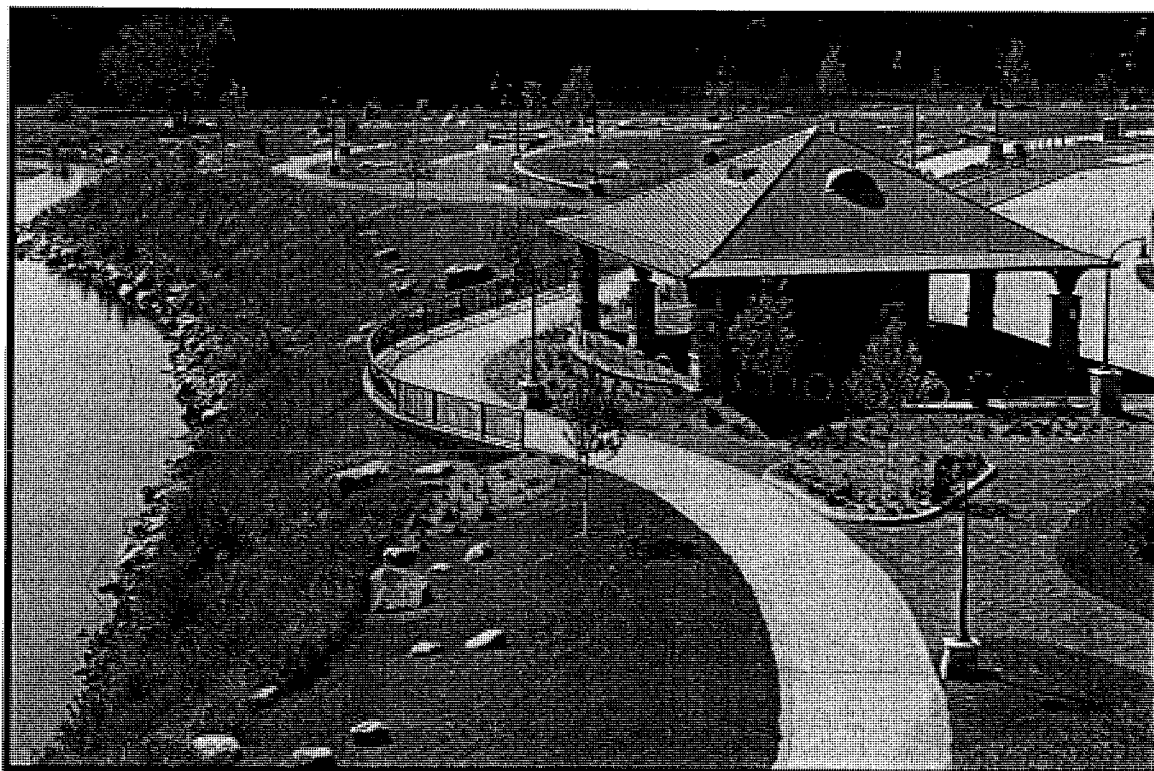
CIP Highlights

Completed or in-progress for 2007

- Replacement of Riverview Park bridge
- Completed design for County Farm Park. Construction will begin in the fall of 2007
- Preparation of the Master Plan for the Renovation of Rod and Gun Park
- Completed improvements to Carson Baseball Stadium adding a playground and batting cages
- Completed the design for the Carson Park entry message center. Construction in the fall of 2007
- Repainted Owen Bandshell

CIP Projects Scheduled for 2008

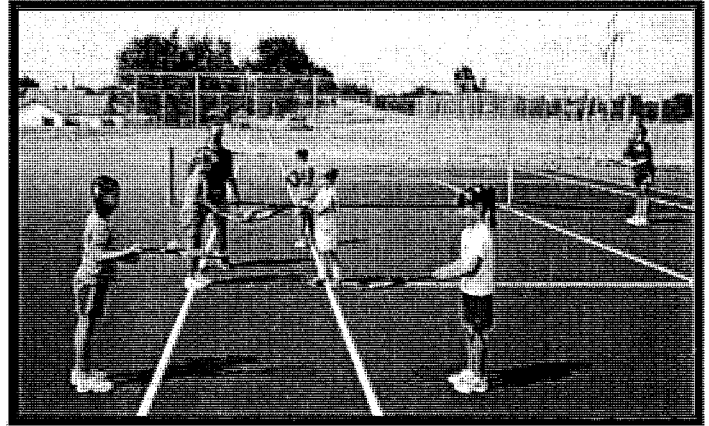
- Complete the construction of County Farm Park
- Install an irrigation system at Wilson Park
- Reconstruct the stairs from the Birch pavilion
- Install a storm sewer system on the east side of the football/baseball stadium
- Install new infield lights at Carson Park Baseball Stadium
- Upgrade the electrical system at Carson Park baseball stadium
- Resurface recreation trail through Carson Park



Phoenix Park at the river's edge

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 is to create a sense of community, enhance neighborhoods, strengthen families, and promote healthy lifestyles.

BENEFITS of Community Recreation

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

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 Ice Center, the Fairfax Outdoor Pool, and the Parks and Recreation Community Center.

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

2005 - 2006 Enrollment Figures - for some of our most popular programs:

Instruction

Discover Junction Preschool Program	66
Adult Golf	104
Youth Gymnastics	287
Youth Tennis	295
Youth Golf	95
Youth Art	368
Hockey Clinic	96
Adult Dance	318



Youth golf instruction

Athletic Programs

Adult Softball	1,551
Men's Hockey	189
Adult Volleyball	918
Youth Baseball	336
Youth Basketball	259
Youth Hockey	223
Youth Soccer	512
Youth Flag Football	47



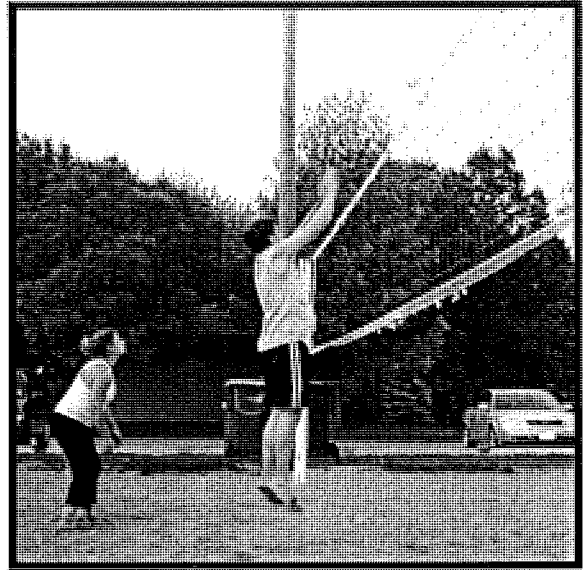
T-Ball

Indoor Aquatics

Youth Swim Lessons 2,897

Adult Water Fitness 323

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



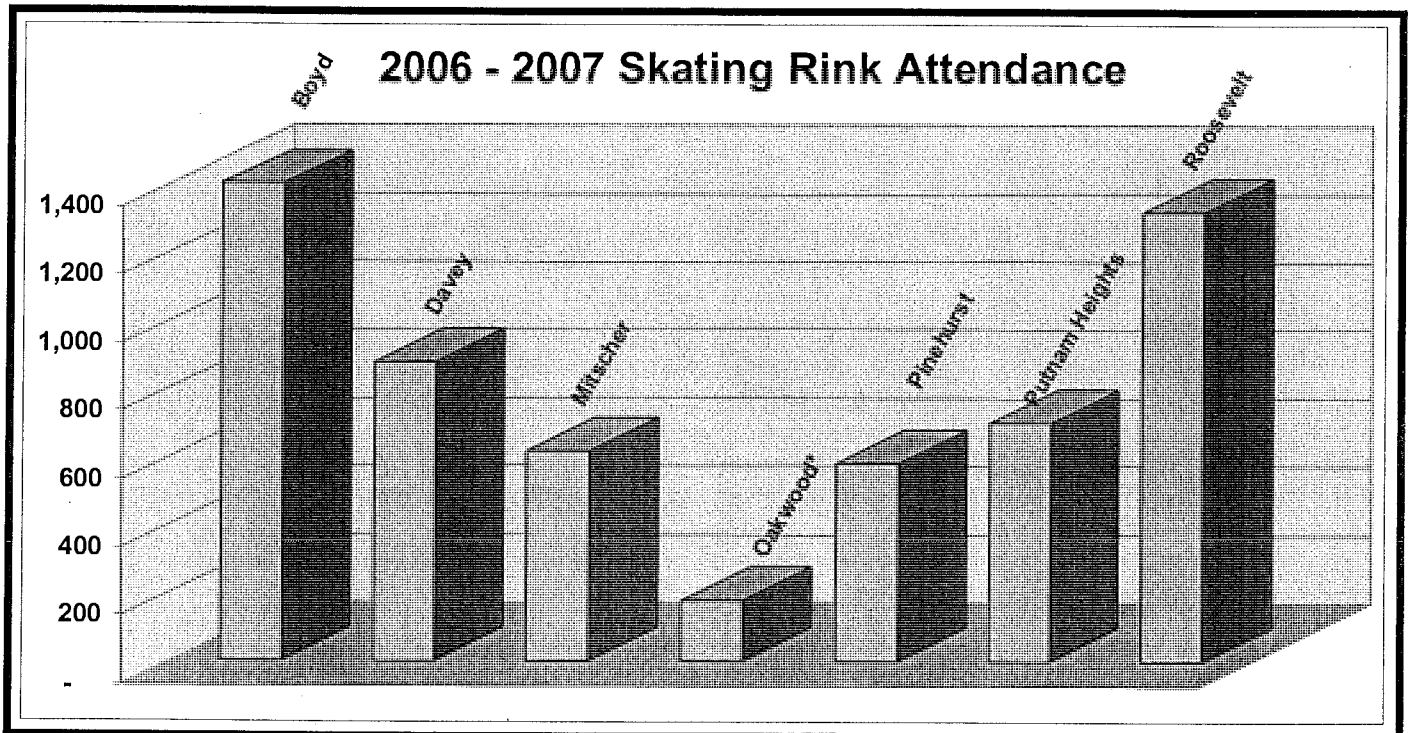
Volleyball

Community Programs

- ◆ Approximately 36 different organizations utilize the Community Center as a meeting site on a regular basis. Total building attendance for 2006 was 39,905. However, nearly 31,000 consist of Community Table attendance. Use of the Community Center as a meeting place for other groups and organizations has significantly dropped in the past 3 years.
- ◆ Average weekly attendance at Par-te-Rec, a program for the cognitively and physically disabled was 96 participants with a total annual attendance for the 2005-06 season of 2,597.
- ◆ The Community Center is also used by the Recreation Division for training and staff orientations. Youth recreation programs are no longer scheduled in the building for security reasons.
- ◆ The Community Center is home to the “Community Table” serving daily hot meals to low income people and people in need.
- ◆ Summer community programs in Owen Park include Municipal Band concerts and a free family movie series.

2006 - 2007 NEIGHBORHOOD SKATING RINK PROGRAM ATTENDANCE OVERVIEW

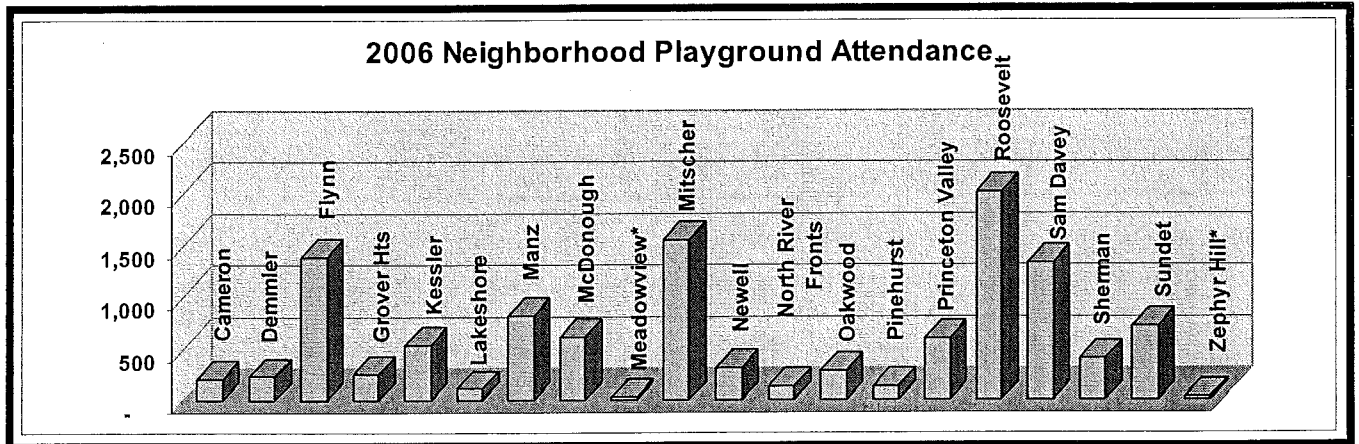
	Days Open	Rank	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Total
Boyd	32	1	-	-	-	242	472	117	164	339	63	1,397
Davey	40	3	-	-	63	190	186	97	119	184	34	873
Mitscher	33	5	17	-	-	64	192	63	118	150	9	613
Oakwood*	7	6	-	-	-	105	36	-	23	13	-	177
Pinehurst	33	7	-	-	-	131	97	93	117	137	2	577
Putnam Heights	32	4	-	-	-	105	252	83	75	149	33	697
Roosevelt	51	2	49	122	158	248	252	97	114	228	47	1,315
*Oakwood's attendance is sledding hill attendance only							Total Season Attendance					5,649



**NEIGHBORHOOD PLAYGROUND PROGRAM
ATTENDANCE TOTALS**

Playground	2006 Attendance	Avg. Daily Attendance	Ranking
Cameron	204	5	15
Demmler	228	6	14
Flynn	1,386	31	3
Grover Heights	248	6	13
Kessler	530	14	9
Lakeshore	109	3	18
Manz	811	21	5
McDonough	608	16	7
Meadowview*	31	3	19
Mitscher	1,555	35	2
Newell	305	8	11
North River Fronts	132	3	17
Oakwood	282	7	12
Pinehurst	135	3	16
Princeton Valley	592	15	8
Roosevelt	2,006	45	1
Sam Davey	1,327	29	4
Sherman	393	10	10
Sundet	717	18	6
Zephyr Hill*	20	2	20
Totals	11,619		

* Closed after two weeks



Facilities

- ◆ Hobbs Ice Center
- ◆ Fairfax Outdoor 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
- ◆ 8 supervised neighborhood skating rinks
- ◆ Program for special needs children offered at Putnam Heights School
- ◆ Bollinger Field Athletic Complex
- ◆ Eau Claire Soccer Park

Equipment

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

Equipment Replacement

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

CIP Highlights

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

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, (600/year) – loss rate less than 2%
- ◆ Rebates (200/year)
- ◆ Public improvement project inspections
- ◆ Tree replacements due to accidents (10/year)
- ◆ Conducting city-wide street tree inventory
- ◆ Dutch Elm Program

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

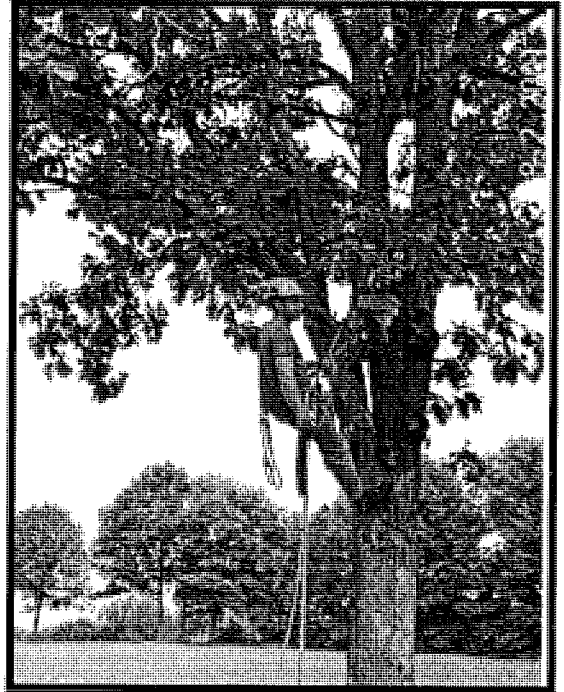
Maintenance on Public Property

- ◆ Tree removals (200/year)
- ◆ Pruning of trees (1,000-4,000/year)
- ◆ Hazard abatement (300/year)
- ◆ Tree planting (750/year)



Tree trimming with Forestry's aerial truck

- ◆ 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

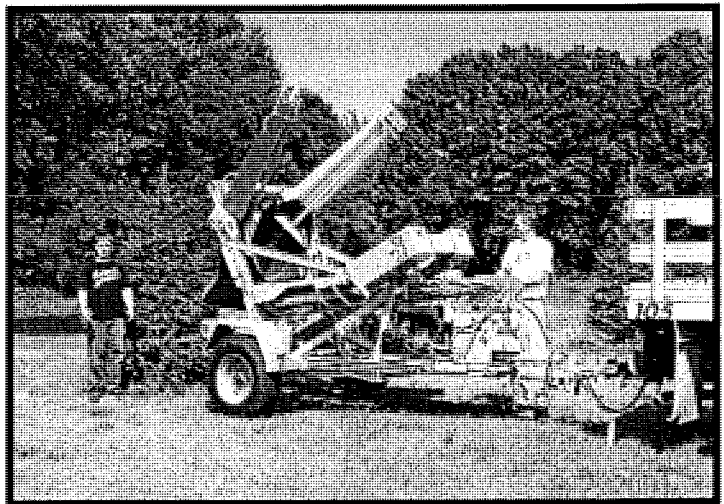
- ◆ **Wisconsin Department of Natural Resources** – Annual in-City deer hunt, grant programs, Tree City USA and seminars
- ◆ **United States Department of Agriculture** – Gypsy moth trapping and other insect and disease programs
- ◆ **Xcel Energy** – Tree planting and removal around utilities and line clearance program
- ◆ **University of Wisconsin Extension** – Disease and insect related problems and seminars
- ◆ **Eau Claire County** – Brush disposal site and Christmas tree recycling
- ◆ **Chippewa Valley Museum** – Landscaping, procuring plant materials and tree & shrub maintenance
- ◆ **Schools** – Arbor Day programs, nature trail planning, landscaping and plant material purchases
- ◆ **DATCP** – Emerald Ash Borer Readiness Plan

Facilities

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

Equipment

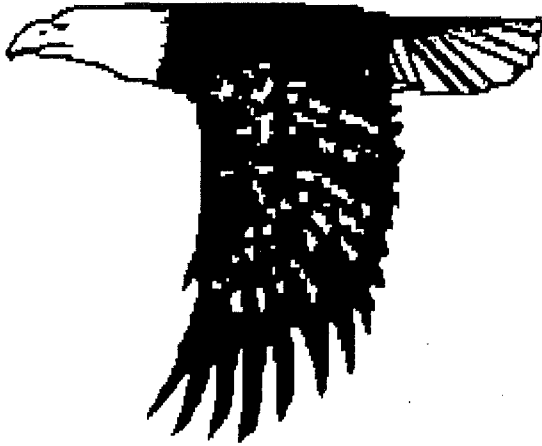
- ◆ 1 aerial basket (60')
- ◆ 1 tri-axle truck (w/Prentice Loader)
- ◆ 2 pick-up trucks
- ◆ 1 brush chipper
- ◆ 1 stump router
- ◆ Chain saws
- ◆ 1 Vermeer Tree Spade
- ◆ 1 2-ton forestry truck w/chipper box



Transplanting tree with new tree spade

POLICE DEPARTMENT

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



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

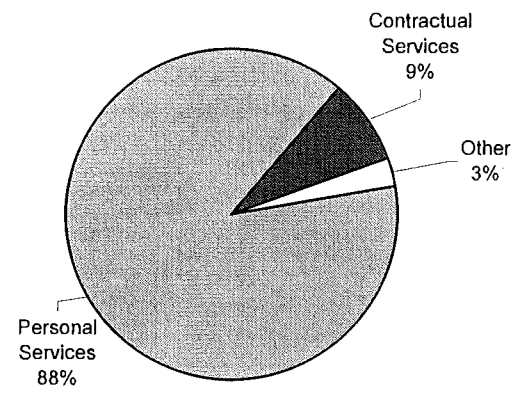
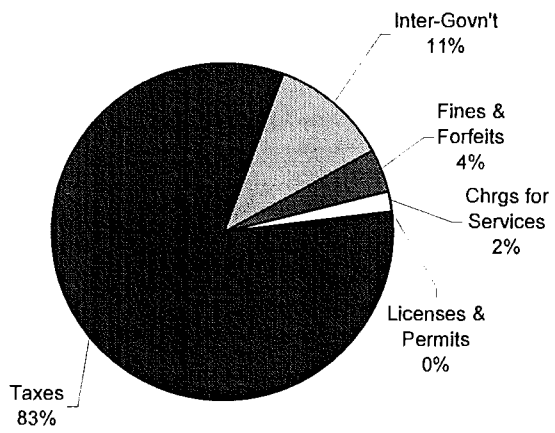
- ◆ Administration
- ◆ Administrative Services
- ◆ Patrol Division
- ◆ Detective Division
- ◆ Communication Center

Programs & Services

The Police Department provides service to the community through both traditional and innovative approaches. Responding to calls for service is only one aspect of what the department does. In an attempt to improve the quality of life in the community and prevent crime and disorder, the department tries to identify substantive social problems with the goal to eliminate or reduce the underlying circumstances which contribute to those problems. The strategies used are comprehensive in nature and address more than just the traditional approach of enforcement. The Police Department is also continuing to share responsibility with others in the community because we find this is the most effective approach in battling the challenges we face today.

Overview of Revenues and Expenditures

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intergovernmental:				
Federal Aid-Other	\$ 193,339	\$ -	\$ -	
State Aid-Mun. Services	310,722	286,000	311,500	9%
Comm. Center Reimburse.	1,000,092	1,075,700	1,245,600	16%
Other Governmental Aid	-	-	-	
Licenses & Permits	10,636	8,000	9,500	19%
Fines & Forfeits:				
Court Penalties & Costs	284,125	240,000	262,500	9%
Parking Violations	284,985	293,250	300,000	2%
Charges for Services:				
Police Dept. Fees	106,681	76,000	80,000	5%
Liason Officer Reimburse.	168,191	172,700	187,600	9%
CDBG funding	75,000	75,000	0	-100%
Gen. Purpose (tax) Rev.	<u>10,521,892</u>	<u>10,774,950</u>	<u>11,254,300</u>	4%
Total Revenues	\$ <u>12,955,664</u>	\$ <u>13,001,600</u>	\$ <u>13,651,000</u>	5%
Expenditures				
Personal Services	\$ 11,471,555	\$ 11,379,300	\$ 12,120,900	7%
Contractual Services	1,063,881	1,218,100	1,142,600	-6%
Utilities	66,480	95,600	74,700	-22%
Fixed Charges	144,400	144,400	144,400	0%
Materials & Supplies	209,347	164,200	168,400	3%
Capital Purchases	-	-	-	
Total Expenditures	\$ <u>12,955,664</u>	\$ <u>13,001,600</u>	\$ <u>13,651,000</u>	5%



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 mobile data computers and the Safe Neighborhood and 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 not expected to increase in 2008. Eau Claire County reimburses the City 70% of the cost of operating the joint Communication Center.

EXPENDITURES

PERSONAL SERVICES

A civilian Crime Analyst position is included in the 2008 budget to assist with optimizing internal operations and prioritizing investigations. Three telecommunicators positions have also been proposed for the 2008 budget. The County will fund 70% of the cost of the positions, if approved.

CONTRACTUAL SERVICES

This category includes equipment rental payments totaling \$477,000, building rent of \$231,400, payment for prior-year services totaling \$34,300, board of animals totaling \$64,900 and a contract for parking tickets collections estimated at \$68,000. An increase in computer service charges of \$15,000 is included in this category.

UTILITIES

The primary utility expense is for telephone service charges to the Communication Center and cellular phone use in the Patrol Division.

FIXED CHARGES

Fixed charges include the cost of insurance and is projected to remain unchanged in 2008.

Expenditures by Division

Administration

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 214,006	\$ 193,000	\$ 90,251	\$ 193,000	\$ 205,200
Contractual Services	300,753	326,300	167,758	326,300	320,600
Utilities	4,253	4,500	2,630	4,500	4,600
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	15,223	16,200	6,406	16,200	16,500
Total Expenditures	\$ 536,035	\$ 541,800	\$ 267,945	\$ 541,800	\$ 548,700

Administrative Services

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 1,246,309	\$ 1,202,400	\$ 618,415	\$ 1,256,900	\$ 1,251,000
Contractual Services	57,630	64,600	29,544	72,900	62,100
Utilities	7,018	9,000	4,137	9,000	8,600
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	50,508	48,400	21,618	54,400	46,100
Total Expenditures	\$ 1,372,965	\$ 1,335,900	\$ 679,464	\$ 1,404,700	\$ 1,379,300

Patrol Division

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 6,889,337	\$ 6,881,000	\$ 3,398,584	\$ 6,885,000	\$ 7,173,300
Contractual Services	507,847	546,900	250,464	563,700	526,800
Utilities	15,629	18,500	6,083	18,500	16,000
Fixed Charges	98,900	98,900	49,450	98,900	98,900
Materials & Supplies	106,913	68,800	34,238	129,600	69,900
Total Expenditures	\$ 7,618,626	\$ 7,614,100	\$ 3,738,819	\$ 7,695,700	\$ 7,884,900

Expenditures by Division

Detective Division

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 1,844,887	\$ 1,750,700	\$ 933,267	\$ 1,750,700	\$ 1,884,900
Contractual Services	107,059	169,500	54,761	130,500	120,000
Utilities	8,548	25,400	4,448	25,400	9,900
Fixed Charges	27,500	27,500	13,750	27,500	27,500
Materials & Supplies	29,385	22,000	12,874	22,000	27,400
Total Expenditures	\$ <u>2,017,379</u>	\$ <u>1,995,100</u>	\$ <u>1,019,100</u>	\$ <u>1,956,100</u>	\$ <u>2,069,700</u>

Communication Center

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 1,277,018	\$ 1,352,200	\$ 609,239	\$ 1,352,600	\$ 1,606,500
Contractual Services	90,592	110,800	64,049	110,400	113,100
Utilities	31,032	38,200	23,660	38,200	35,600
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	7,318	8,800	3,397	8,800	8,500
Total Expenditures	\$ <u>1,410,660</u>	\$ <u>1,514,700</u>	\$ <u>702,695</u>	\$ <u>1,514,700</u>	\$ <u>1,768,400</u>

Staffing

Administration

	2006	2007	2008
Police Chief	1.00	1.00	1.00
Police Administrative Assistant	<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

	2006	2007	2008
Deputy Chief	-	-	-
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
PD Administrative Division Manager	1.00	1.00	1.00
Records Bureau Supervisor	-	-	-
Crime Analyst	-	-	1.00
Records Bureau Technician	1.00	1.00	1.00
Law Enforcement Support Assistant	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
Total FTE Positions	<u><u>16.00</u></u>	<u><u>16.00</u></u>	<u><u>17.00</u></u>

Patrol Division

	2006	2007	2008
Deputy Chief	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>58.00</u>	<u>59.00</u>	<u>59.00</u>
Total FTE Positions	<u><u>73.00</u></u>	<u><u>74.00</u></u>	<u><u>74.00</u></u>

Staffing

Detective Division

	2006	2007	2008
Deputy Chief	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

	2006	2007	2008
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>18.00</u>
 Total FTE Positions	 <u>19.00</u>	 <u>19.00</u>	 <u>22.00</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 is comprised of the Director of Administration, the Records Section, Special Services Bureau, Court Services and the Property/Evidence Section.

The Director of Administration's primary duties are to prepare, manage and allocate the police department's \$13 million budget, as well as, apply for and manage any grant dollars that become allocated to the department for projects and/or personnel. The director also supervises the records section, court services and property/evidence section of the department.

Activities

Property Officer

The Property Officer is responsible for the secure storage of property that is turned in to, or seized by, the police department. Property includes lost and found items, evidence from criminal cases, and any vehicles of evidentiary value towed by the department. On average, 5,400 individual pieces of property/evidence are handled by the property officer each year.

As a police department, we are legally required to maintain the security of these different types of property and evidence for the following time periods:

- Safekeeping – 30 days
- Found Abandoned – 90 days
- Evidence/Contraband – After final disposition of case and time of appeal
- Appeals – 20 days after final judgment
- Unsolved Cases – Statute of Limitations, three years for misdemeanors, six years for felonies, sexual assault evidence we can be required to hold for 20 plus years depending upon age of the victim, and homicide evidence has no statute of limitation making that evidence non-disposable after any time period
- Biological evidence – Criminal conviction using biological evidence means we must keep the evidence until every person involved in the crime is in custody or the convicted person has reached his/her jail/prison discharge date (which could be many years)

Presently there are four storage facilities in the City where property is held. Legal requirements for a clear "chain of custody" necessitate secure storage of evidence with strictly limited access. The property officer works closely with the department's evidence technicians, the District Attorney's Office, and Crime Laboratories to ensure evidence is processed, secured, and when ready, returned to its rightful owner.

Court Officer

The Court Officer serves numerous essential functions. He is a liaison between the police department and offices of the Eau Claire County District Attorney, Juvenile Intake, Corporation Counsel, Clerk of Courts, City Attorney, State Lab of Hygiene, and area law enforcement agencies. He is a representative of the police department for citizens having questions or concerns with citations they have received, and/or procedures that must be followed to properly dispose of their citations.



Court Officer – Todd Tollefson

The Court Officer assists the City Attorneys' office by coordinating all initial appearances in traffic/ordinance court, appearing each Tuesday and Wednesday in the Court Commissioner's hearing room. In addition, he prepares files for and he assists the attorneys in pre-trial conferences and coordinates witnesses for trials in the court. On average, the police department writes a total of 10,500 traffic and ordinance citations that are initially processed through this position.

As state laws and local ordinances are constantly changing, the Court Officer is also responsible for advising all police department personnel affected by specific revisions to keep staff current with required procedures.

Records Section

The Records Section of the Police Department consists of one full-time Records Coordinator, eight full-time Law Enforcement Support Assistants (LESA's), and two part-time typists.

Records personnel are 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 types of contacts generate over 100,000 separate records that must be entered into the records management system, currently HTE, by the Records Section personnel.

Responsibilities for LESA's also include knowledge for maintaining and using several other types of computer hardware and software programs which provide for document imaging to store and retrieve police department incident reports, digital mug shots and incident photographs, Live Scan fingerprinting, software for on-line purchasing of select accident reports and an on-line parking ticket program.

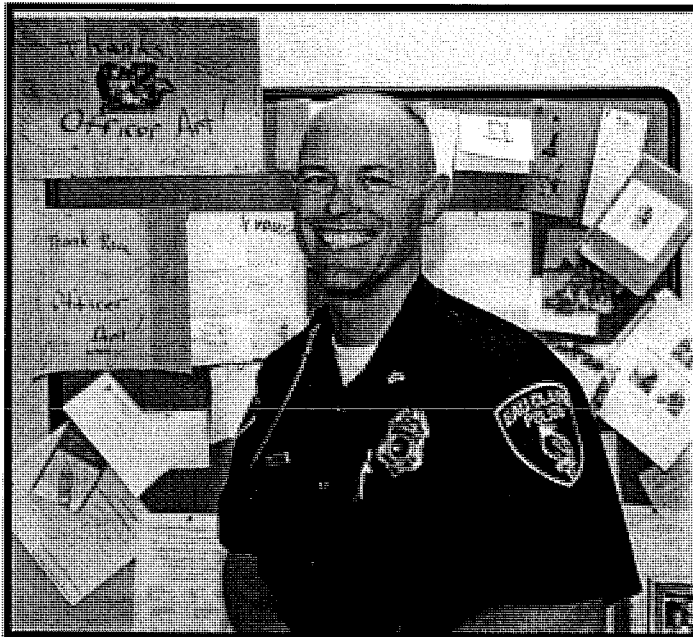
LESA's also respond to public record requests both in person and by telephone, provide front counter service to the public during regular business hours, and assist officers within the department regularly with their records needs.

All LESA's are cross-trained on a regular basis in order to fulfill the above-listed job duties as well as being able to process court work for arrestees, doing detective division and patrol division incident report typing, and handling public records requests in person, by telephone or via mail.

The Records Coordinator is additionally responsible for coordinating workflow and personnel within the Records Section, working closely with the Director of Administration on records and department-wide issues, and reviewing public open records requests in accordance with state statutes.

Special Services Bureau

The Special Services Bureau is comprised of one lieutenant, three officers, one LESA employee, and one grant-funded community outreach position. Officers in the Special Services Bureau are assigned as the Community Relations Officer, School/Child Safety



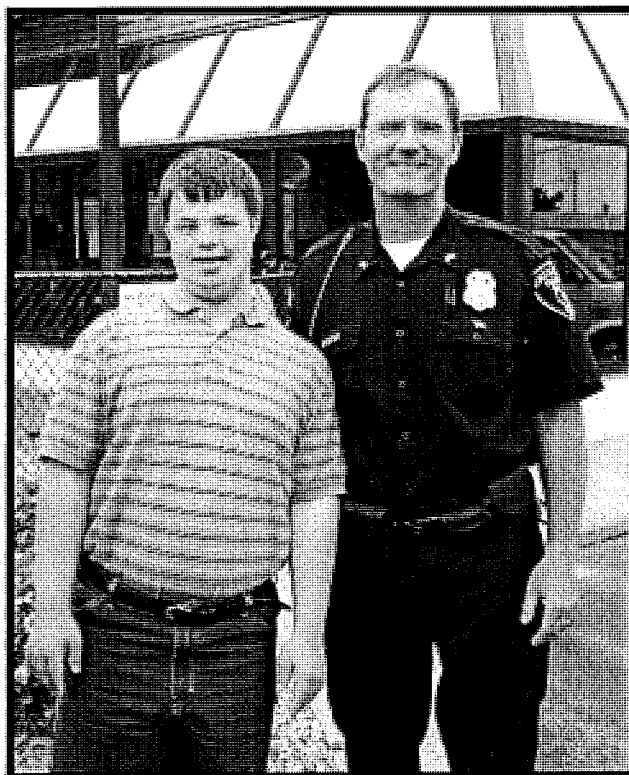
Safety Officer – Art Nelson

Officer, and Training Officer. These officers are responsible for child safety seat training and installation, the crossing guard program, travel arrangements department-wide, equipment accountability and maintenance, the annual report, research, photography, video and photographic editing, home and business security surveys, major crime employee training, training coordination and record keeping, coordination of the Police Reserve Program, and the community outreach program. Even this is not all encompassing. The following is a closer look at each position.

The Community Relations Officer is primarily responsible for maintaining and presenting programs to the public on safety and crime prevention. Some of the most requested programs are personal safety, drug awareness, workplace violence, fraud against the elderly, traffic safety, home security, domestic violence, sexual assault, identity theft, and home and business security surveys. This position has been involved in writing and administering all of our traffic safety grants.

The School/Child Safety Officer develops and presents programs to area schools and school children. These topics deal with educating children and parents on safety, including traffic safety, stranger encounters, at home safety, personal safety, and many others. The school crossing guard program is operated and monitored daily by this officer as well. Other activities include working with Boy and Girl Scouts, Boy's and Girl's Clubs, bike safety programs, and many other groups.

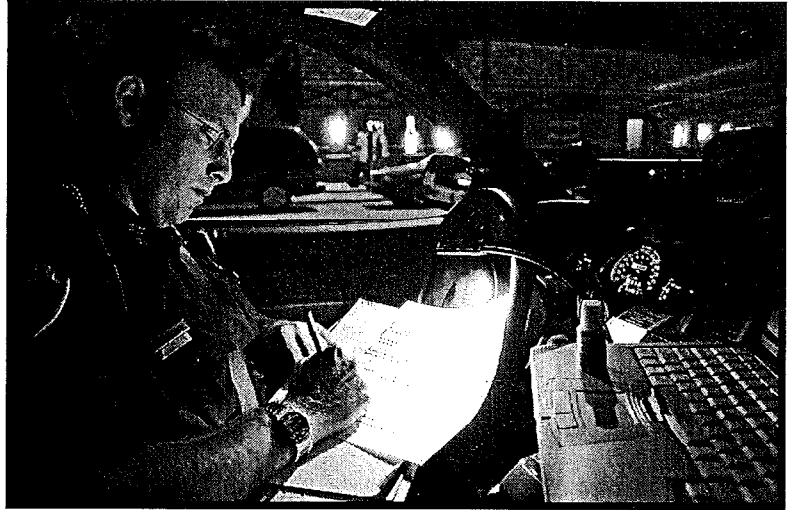
The Training Officer is heavily involved in the hiring process, including after hiring orientation, training, and equipment assignment. This officer also handles all departmental training whether specialized or the yearly required in-service training. This includes budgeting training dollars, making all travel arrangements, and documenting all training over an officer's career. The Police Reserve Program is also administered by this officer, not only as a liaison, but to document their training as well. Many departmental training videos are produced and distributed through this officer. All internship programs are completely administered through the Training Officer. This includes selection, training, and scheduling.



Officer Quin Loshaw at a Special Olympics event

Patrol Division Operation Highlights

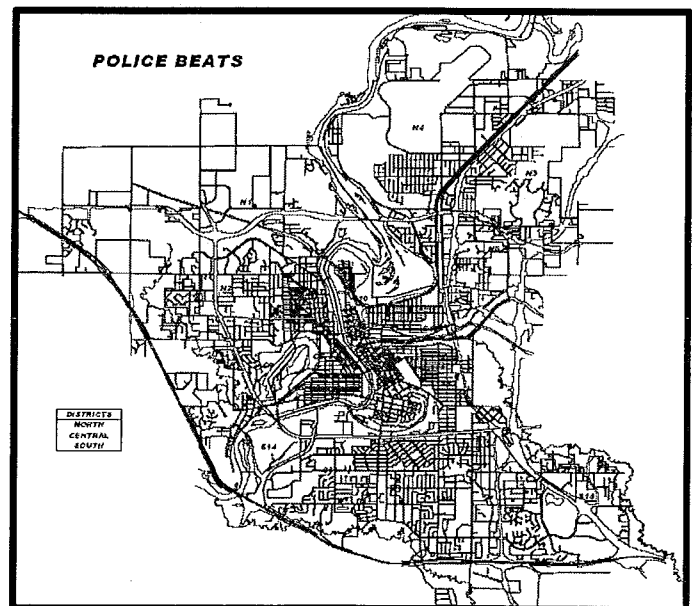
The Patrol Division is responsible for providing day-to-day police services to the community. The division is responsible for the police response to a variety of community issues. As the most visible local government agents, patrol officers are available 24 hours a day to respond to calls for service, provide information, investigate crimes, mediate disputes, and engage the community in problem solving.



Officer Jesse Zurbuchen

Activities

The division is organized into 4 teams. Three of the teams staff the primary shifts of midnights, days and afternoons. We have divided the city into 3 districts with 6 beats within each district. Officers on the primary shifts select a beat as part of the shift selection process. The officer has responsibility for community issues within their beat. When not otherwise engaged in calls for service or district responsibilities, officers return to their beats and partner with the neighborhood to address quality of life issues. The beat assignments are for a one-year period. The supervisory staff is also divided across the districts. Team lieutenants have a district they are responsible for 24



This map illustrates the 18 police patrol areas.

hours a day. The sergeants are divided up between the districts on each shift. The supervisory staff review district issues and work with beat officers on problem solving efforts within these beats. The problem solving efforts are in addition to their day-to-day operational supervisory responsibilities.

The fourth team is the Special Operations Team (SOS). This team consists of one sergeant and up to six officers, when staffing permits. The team works a flexible schedule and is focused on assisting in areas that have been identified as major problems in our community. SOS is a resource to all areas of the department when additional staffing is required. The team, in recent years, has focused on alcohol disorder problems in our neighborhoods. The team also developed strong relationships with neighborhood associations, the West Central Drug unit, and the local probation/parole offices.

Increased growth in our community has stretched the Patrol Division. Eau Claire has become a regional center. We not only provide police services to our citizens, but also to all who come to our community for shopping, medical needs, education, and tourism. Major highway upgrades have made our city a destination point. The growth in Eau Claire, along with special events and unanticipated emergencies, require that officers be called in on an overtime basis to help with issues. Technology can help address some of these issues, but that also comes with an additional cost of initial start-up and long-term maintenance. Technology also provides challenges such as sophisticated criminals and, in the end, causes the department additional work. Ultimately, maintaining or improving service levels in public safety requires adequate personnel levels.

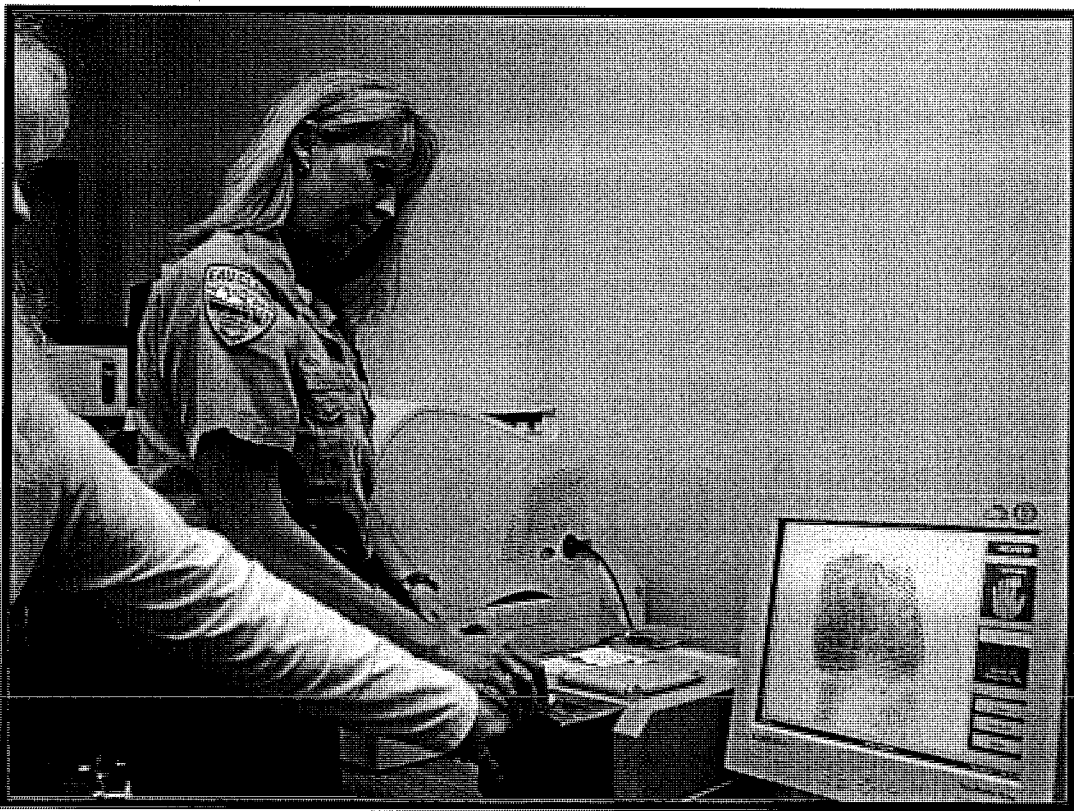
Community Service Officers

The Community Service Officer (CSO) program was started in 1995 as part of a budget saving initiative. Prior to 1995, four full-time civilian employees performed the duties of parking and animal control.

CSO's are part-time employees with limited benefits. The Department has a fixed CSO budget and is authorized to hire up to 10 CSO's to cover the hours. When CSO's are not on duty, patrol officers will respond to animal and parking calls for service.

The CSO position has evolved beyond its initial scope of animal and parking control. A few examples of additional responsibilities are courier duties, limited traffic control, fingerprinting and photographing individuals for court, assisting the Property Officer, and verifying computer entries on stolen property. In the near future, the plan is to have CSO's in select parks to provide an official presence during evenings and weekends. CSO's must be computer literate as technology is a big part of their job. Handheld units are used to issue parking tickets, mobile data computers to process information, and electronic fingerprinting units and digital cameras for processing people for court.

Even though it is a part-time position, the CSO is in a position of trust in the community. The CSO must be able to perform the basic duties of animal and parking control. In addition, they need to possess such qualities as being able to work independently, be self-motivated/starting, reliable, trustworthy, and able to communicate effectively.

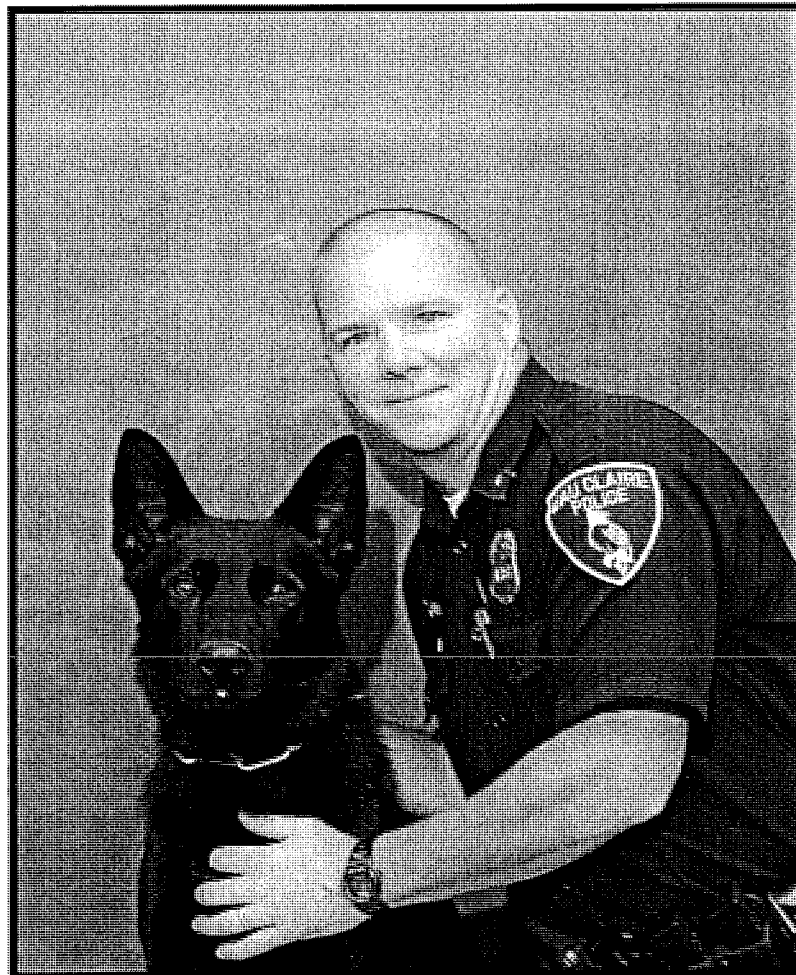


Community Service Officer Bonnie Mayer using the live-scan finger printer that electronically captures fingerprints from suspects and applicants for routing to the state and federal Automated Fingerprint Identification Systems.

K-9 Program

The Police Department's K-9 program has been in existence since 1990. The dog functions as a dual-purpose patrol and drug detection K-9. The K-9 team provides service to many agencies outside the City including area police/sheriff departments, the drug unit, probation/parole department, and local school districts. The K-9 team assists with suspect control and searches, drug detection, search warrant execution, and searching for lost or missing persons. The K-9 team is heavily involved in community relations by providing presentations and demonstrations to various community groups throughout the year.

The K-9 team is a valuable asset to the Police Department and is an efficient use of City resources. The team greatly enhances the safety of officers on-duty and the community overall. In addition to the budget process, the Department is working with the Eau Claire Foundation to fund additional K-9 units in the future.



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

Detective Division Operation Highlights

The Detective Division conducts criminal investigations, manages physical evidence processing and transmittal to the crime lab, conducts forensic examination of digital evidence on computers and other digital media, regulates pawnbrokers and secondhand stores, and conducts polygraph examinations for criminal investigations and employment screening. Detectives are also assigned as liaisons with the school district and the West Central Drug Task Force.



*Detective Kevin Farley & Detective Mike Voelker
processing finger print evidence*

Information sharing between the detectives and other agencies is crucial to successful investigations. Information sharing meetings are held every Tuesday and Thursday where staff is kept up-to-date on the status of the cases being worked. Investigators from the Eau Claire County Sheriff Department, the Altoona Police Department and the FBI attend the meetings. Also attending these meetings are representatives from state and federal probation, the Eau Claire County District Attorney's office, and area victim service agencies.

The number of cases with potential leads is far greater than the number of cases that the Detective Division can reasonably devote an investigator's time to. Many cases take several months and hundreds of hours of investigator time to resolve. Detective supervisors typically review about 14,000 cases during a year. There were 2,189 cases assigned for follow-up investigation in 2006 and 1,226 cases were cleared by arrest or exceptionally cleared by other means.

Activities

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

- ◆ Two detectives in the Financial Crimes Section investigate forgeries, fraud, counterfeit documents and currency, and embezzlement crimes.

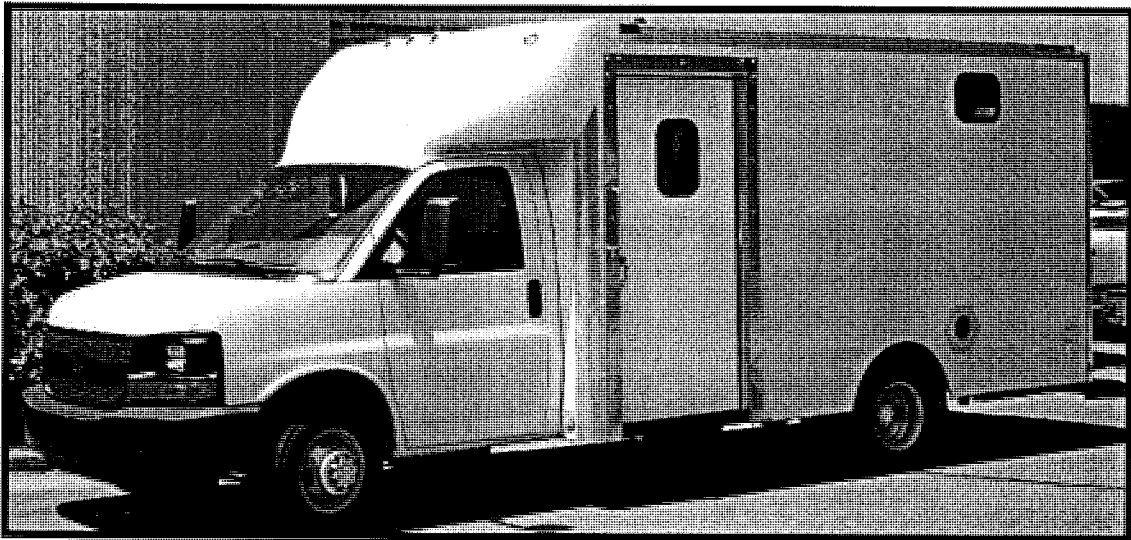
- ◆ Two detectives in the Sensitive Crime Section investigate sexual and physical abuse of children, child pornography, and child neglect cases. They also conduct forensic examinations of computers and other digital media for a wide variety of cases including child pornography and on-line predator cases. Pawnbroker regulation is also handled by one of the detectives in this section.
- ◆ The Police School Liaison Officer section has four detectives assigned to the two public high schools and three public middle schools in Eau Claire. They are responsible for a majority of the investigations involving crimes committed by youth. They also conduct classroom presentations on topics such as protective behavior for youth, safety on the Internet, gangs, and the dangers of drugs and alcohol.
- ◆ The polygraph detective conducts polygraph examinations for criminal investigations and employment screening and is responsible for the bulk of the evidence processing and transmittal work.
- ◆ Two drug task force detectives investigate drug manufacturing and trafficking cases in the Chippewa Valley along with investigators from twelve other agencies on the task force. They conduct some of the most complicated and dangerous investigations assigned. They frequently make undercover contacts with drug dealers, conduct investigations with the use of confidential informants, or conduct late night undercover surveillance.
- ◆ Four General Section detectives investigate any crimes that are not specialized in one of the other sections. Many of these investigations are among the most time intensive cases handled by this department. They include homicide, arson, robbery, sexual assault, and battery among others.

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



Tactical Response Vehicle

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

Telecommunicators answered approximately 215,000 emergency and non-emergency telephone calls. Staff tracked over 100,544 law enforcement, fire and/or EMS incidents in the computer. 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, 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 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 telephone traffic. The current communication center is located in the Eau Claire County Courthouse.



Telecommunicator Vern Whirry



Telecommunicators Mike Hoepner and Rick Jungerberg

Enhanced 9-1-1 was implemented county-wide in July of 1999. The Enhanced 9-1-1 system wireline 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 the 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.

During the summer of 2006, Wireless Enhanced 9-1-1 technology was implemented. When a 9-1-1 call is made from a cell phone, the communication center receives the caller's phone number along with the xy coordinates. From that, the longitude and latitude is entered and the call is plotted to a map. This information does not give an exact location, but it provides enough information to offer a location in the close vicinity.

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

Facilities

- ◆ The communication center is located on the first floor of the Law Enforcement Center above police headquarters.
- ◆ The backup communication center is located in Fire Station 9, at 3611 Campus Drive.

Equipment

The communication center is extremely dependent on technology. Technological advances, changing departmental needs, and a more complex radio environment will necessitate assessment and planning to guide us in the future development of the county-wide radio infrastructure. The same is true for data access and information sharing and its infrastructures.

Equipment Replacement

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

Future Outlook

- The communication center will receive more requests for services as the Chippewa Valley continues to grow. This growth will require an increase in line staff in the communication center, as well as a change in supervisory duties.
- The current facility does have room for an additional console position that will be needed when there is an increase in staff.
- Technological advances, changing departmental needs and a more complex radio environment will necessitate assessment and planning to provide a guide for the future development of the county-wide radio system.

- September 11, 2001, raised unprecedented concerns about large-scale, area-wide disasters. Communication center personnel, as well as other emergency workers, have been involved in numerous meetings and discussions about equipment and technological advances and the means to coordinate medical and hazardous materials response to unforeseen events. These meetings continue today and will continue into the future.

As the Chippewa Valley continues to grow, so does the demand for the services the Eau Claire communication center provides. Requests for service increase proportionately as the population increases. As financial times worsen, more people find themselves in need of public safety assistance. People are increasingly looking for help and/or guidance. Those requests often times enter the system via the communication center. Staffing issues continue to be a major concern for the future.

FIRE DEPARTMENT

Eau Claire Fire and 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 and Rescue consists of 3 divisions:

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

Programs & Services

(24 Hours per day, 365 days per year)

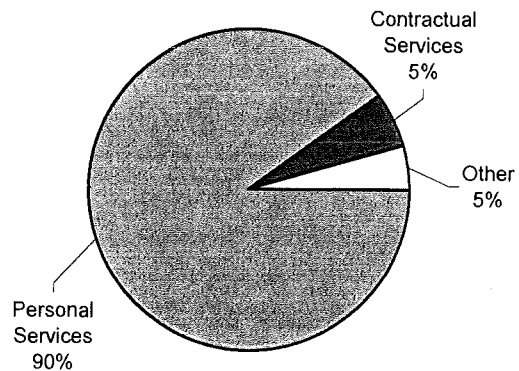
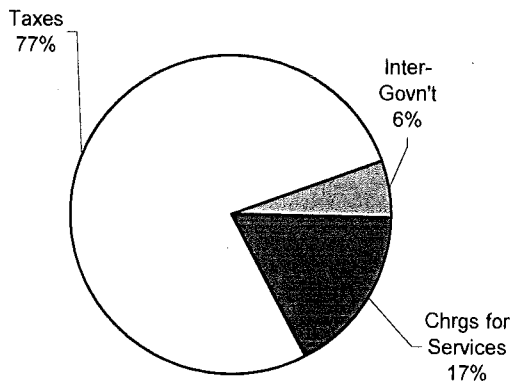
- Fire Response
- Paramedic Level Ambulance
- Supported by EMT Engines
- Special Operations
 - Hazardous Materials Response
 - Water Dive-Rescue Team
 - Confined Space Rescue
 - High Angle Rescue
- Fire Prevention
- Public Education
- Fire Investigations
- Fire Safety/Hazard Inspections
- County Mutual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



Union Street Fire

Overview of Revenues and Expenditures

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	<u>% Change</u>
Revenues				
Intragovernmental Service	\$ 10,000	\$ 10,000	\$ 12,000	20%
Intergovernmental:				
State Aid-Fire Ins. Tax	134,643	130,000	120,000	-8%
State Aid-Under. Tanks	11,216	10,000	10,000	0%
State Aid-Mun. Services	355,082	330,000	357,500	8%
State Aid-Ambulance Services	100,400	0	0	
Altoona-Fire Inspector	53,973	34,800	43,200	24%
Ambulance Fee	0	0	20,000	100%
Charges for Services:				
Fees	15,565	15,000	17,000	13%
Ambulance Fees	1,292,591	1,150,000	1,550,000	35%
Haz-Mat B Response	34,000	34,000	34,000	0%
Gen. Purpose (tax) Rev.	<u>7,244,950</u>	<u>7,108,000</u>	<u>7,309,900</u>	3%
Total Revenues	<u>\$ 9,242,420</u>	<u>\$ 8,821,800</u>	<u>\$ 9,473,600</u>	7%
Expenditures				
Personal Services	\$ 8,366,592	\$ 8,182,200	\$ 8,529,500	4%
Contractual Services	528,942	517,600	517,700	0%
Utilities	71,344	73,800	80,200	9%
Fixed Charges	116,905	(171,900)	128,100	-175%
Materials & Supplies	168,637	220,100	218,100	-1%
Implementation Reserve	-	-	-	
Total Expenditures	<u>\$ 9,252,420</u>	<u>\$ 8,821,800</u>	<u>\$ 9,473,600</u>	7%



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 about 8% in 2008.

Altoona will pay for ½ of a fire inspector position under a shared services contract and area communities will contribute \$20,000 towards the overhead of the regional EMS program.

CHARGES FOR SERVICES

In 2008, the Fire Department plans to provide regional emergency medical services. The department anticipates receiving \$150,000 from area medical facilities and generating \$250,000 in additional ambulance revenues for the regional responses.

EXPENDITURES

CONTRACTUAL SERVICES

Contractual Services includes equipment rental of \$162,300, ambulance billing services of \$110,000, repairs to equipment of \$81,600, payment for prior-year services of \$70,300 and other miscellaneous expense.

UTILITIES

As with other departments, the line item for electricity is being increased in 2008 to properly reflect the rise in costs of electricity. For the Fire Department, this means an \$11,700 increase in 2008.

MATERIALS & SUPPLIES

Included in the supplies category is diesel fuel, which is proposed to increase by \$11,600 in 2008. Also included are equipment purchases of \$10,000 for items such as EMS equipment and radios upgrades.

Union Street Fire



Expenditures by Division

Administration

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 338,672	\$ 296,900	\$ 117,822	\$ 296,900	\$ 300,600
Contractual Services	122,904	137,300	63,718	127,300	119,700
Utilities	71,345	73,800	39,267	73,800	80,200
Fixed Charges	3,200	3,200	1,600	3,200	3,200
Materials & Supplies	21,520	25,300	12,774	25,300	25,300
Total Expenditures	\$ 557,641	\$ 536,500	\$ 235,181	\$ 526,500	\$ 529,000

Operations

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 7,706,441	\$ 7,557,500	\$ 3,579,369	\$ 7,557,500	\$ 7,881,000
Contractual Services	401,896	376,300	215,779	386,300	393,900
Fixed Charges	108,105	119,300	58,699	119,300	119,300
Materials & Supplies	142,244	186,900	66,489	186,900	186,700
Implementation Reserve	-	(300,000)	-	(300,000)	-
Total Expenditures	\$ 8,358,686	\$ 7,940,000	\$ 3,920,336	\$ 7,950,000	\$ 8,580,900

Inspection

	<u>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6 Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
Personal Services	\$ 321,479	\$ 327,800	\$ 155,444	\$ 327,800	\$ 347,900
Contractual Services	4,142	4,000	2,356	4,000	4,100
Fixed Charges	5,600	5,600	2,800	5,600	5,600
Materials & Supplies	4,873	7,900	3,514	7,900	6,100
Total Expenditures	\$ 336,094	\$ 345,300	\$ 164,114	\$ 345,300	\$ 363,700

Staffing

Administration

	2006	2007	2008
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

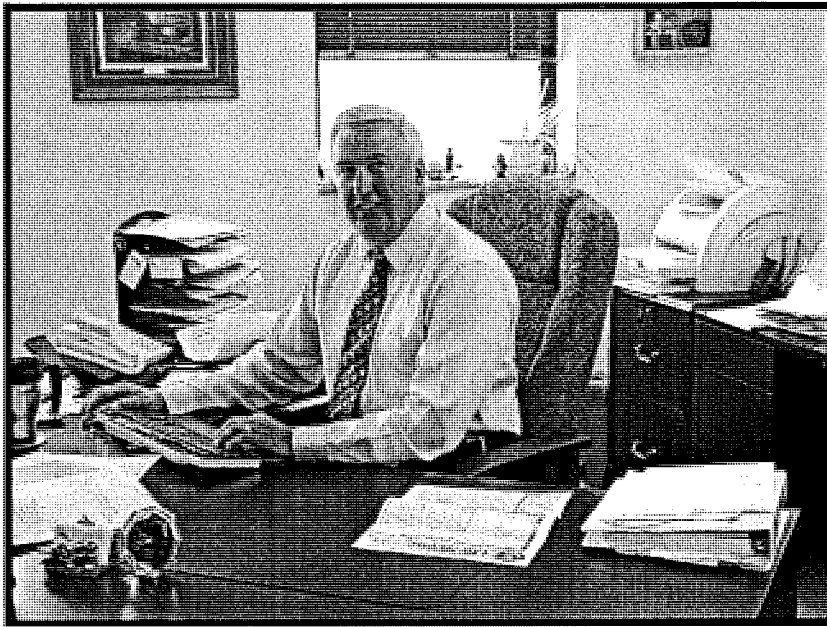
	2006	2007	2008
Deputy Chief	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00
Fire Captain	6.00	6.00	6.00
Fire Lieutenant	12.00	12.00	12.00
Fire Equipment Operator	21.00	21.00	21.00
Firefighter	<u>44.00</u>	<u>44.00</u>	<u>44.00</u>
Total FTE Positions	<u><u>87.00</u></u>	<u><u>87.00</u></u>	<u><u>87.00</u></u>

Inspection

	2006	2007	2008
Deputy Chief	1.00	1.00	1.00
Fire Inspector	2.00	-	-
Fire Inspector I	-	1.00	1.00
Fire Inspector II	-	1.00	1.00
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



Fire Chief Ed Kassing

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

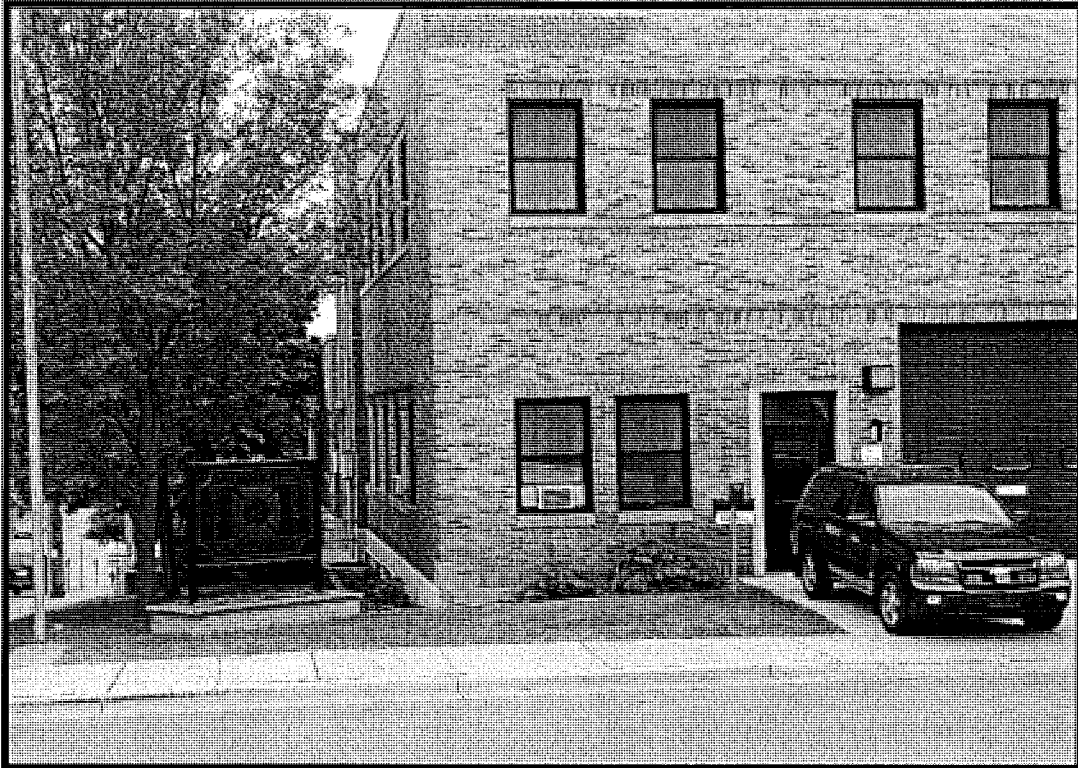


Battalion Chief's Command Vehicle

- 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 good 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

Facilities

The Administration Division is 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 archived files 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.



Fire Rescue – Engine #2

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 the Fire Department's approach to capital equipment needs be continually re-evaluated. The department traditionally relied upon adequate funding in the CIP budget to purchase apparatus and other major equipment needs. With limited funding available, the department has had to try to extend the service life of the apparatus and will be looking for creative solutions to meet future needs. In early 2006, an RFP was prepared for the replacement of four fire apparatus. The funding will come from a bonding program, which is a new approach to the financial support required to purchase vehicles for the department.

Fire Operations Highlights

Equipment Grants

Water Rescue

The department was awarded a FIRE Act grant in the amount of approximately \$37,000 for the replacement of water rescue equipment. This federal grant required a local match of approximately \$7,300, which came from the CIP budget. This is the fifth time the department has been successful in obtaining a FIRE Act grant.

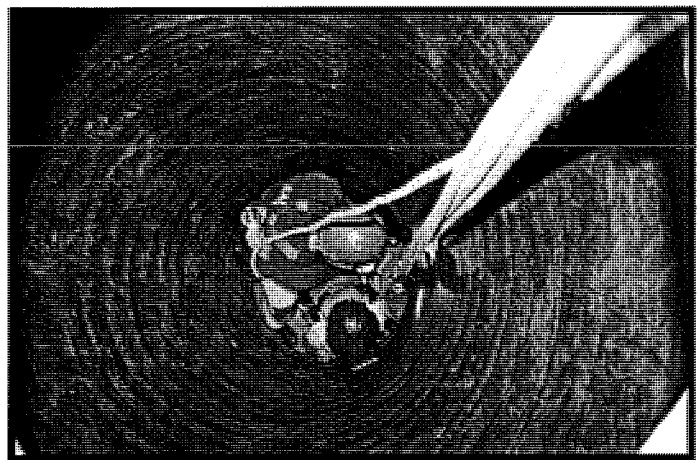


Department personnel wrote the specifications for the equipment, and the department has begun receiving the equipment.

The equipment will both replace aging water rescue equipment and augment current capabilities. Some of the equipment purchased was an inflatable boat with a jet motor, an ice rescue sled, swift water rescue suits, dry suits for underwater divers, and additional communication devices used to assist the department's divers while underwater.

State Task Force 4 – Regional Technical Rescue Team

The department was awarded an Office of Justice Assistance (Homeland Security) grant in the amount of approximately \$208,000 for procurement of equipment for the development of a technical rescue team. This federal grant required no local match, with all funding for the program coming from the grant. The department is partnered with the cities of Superior and Rhinelander to provide technical rescue team response to the northern third of the state. Training in the disciplines of Ropes Rescue, Trench Rescue, and Confined



Confined Space Training

space have been completed at CVTC's Emergency Services Education Center. The last portion of the task force training is Collapse Rescue, which will be completed at Volk Field due to its complex nature. Each team member will travel to Volk Field for two weeks for training. The department will continue to send approximately six team members each month through December 2007.

The department is continuing to secure equipment through the Office of Justice Assistance and Homeland Security for the team. A new heavy rescue truck arrived in 2006. The majority of the equipment received is for building collapse response. Future equipment purchases include a tow vehicle that will serve as a first response vehicle with seating for five task force members and also personal protection equipment.

Equipment Replacement Schedule

The department continues to utilize and manage the equipment replacement schedule that was developed during the budget process. This long-range planning tool reflects the expected life span of equipment, along with the anticipated replacement date and cost. In March 2006, the department took receipt of a replacement ambulance and as stated above, will be ordering two new replacement pumpers, one 75' quint pumper and one 100' quint pumper. The four replacement pumpers will be delivered in late 2007 or early 2008.

Regional Technical Rescue Team Development

The department is continuing to secure equipment through the Office of Justice Assistance and Homeland Security to establish a regional collapse rescue team for this part of the state. The State has finally provided qualified training criteria for the various disciplines involved with a special rescue team. The training programs began with the initial offerings through Chippewa Valley Technical College in June 2006. The training program will be an ongoing process that should continue into the winter. The management development of the State-authorized Special Rescue teams will begin in earnest with our partner cities of Superior and Rhinelander to provide response coverage to the northern third of the state.



Heavy Rescue Truck

National Incident Management System (NIMS)

The department continues to work toward implementing the National Incident Management system (NIMS), which is a system of Incident Command being implemented nationally by the federal government. The purpose of NIMS is to create a common system for disaster and large-scale response, while encouraging common language for even the smallest mutual aid response. The Department continues to update its personnel in training, and assist other city organizations to reach compliance. The department has all its personnel trained in the first three levels of NIMS.

Homeland Security Initiatives

In 2005, the Eau Claire Fire Department was designated as a "Heavy Team" for the State of Wisconsin for technical rescue purposes. Grant monies for equipment and training have been designated for the department to enhance the department's ability to respond to special rescues in the city and in the western portion of the state related to homeland security issues. The Eau Claire Fire Department, along with Chippewa Falls Fire & Emergency Services, also is the State's regional hazardous materials response team for Western Wisconsin.

The following training in the area of homeland security response occurred in the first six months of 2007:

- Metering training for department personnel and members of the West Central Wisconsin Regional Response Team (WCWRRT).
- Personnel evaluated the new decontamination tent purchased and put in service for haz mat incidents.
- One member attended a Weapons of Mass Destruction training course at the Center for Domestic Preparedness in Anniston, AL. The topics covered were mitigation of chemical, biological, radiological, and nuclear weapons of mass destruction. The Department of Homeland Security funded the training and travel expenses.
- The department sent five personnel to the Wisconsin Association of Hazardous Material Responders (WAHMR) conference in Wisconsin Dells. The students were able to attend numerous training sessions covering a wide range of hazardous material topics.
- One employee attended a Leading Community Risk Reduction course at the National Fire Academy in Emmitsburg, MD, in January.
- In June, there was a Level A haz mat team drill relating to performing decontamination of plant personnel at the Postal Distribution Center (PDC) at 3510 Hogarth Street. The drill involved primarily postal plant personnel and postal inspectors with the department's oversight and involvement.
- Members from the Level A haz mat team continue to meet with other fire departments in its response area to provide outreach and information on what services the team provides.

- Heavy Rescue Task Force – Ropes Rescue, Trench Rescue, and Confined Space training at Chippewa Valley Technical College for team members. Also, there is ongoing training at Volk Field in Camp Douglas in the Collapse Rescue discipline.

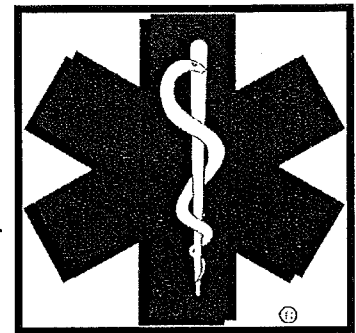


Ready

Prepare. Plan. Stay Informed.

Regional EMS

In early July 2007, Chief Kassing made a Regional Emergency Medical Services presentation to the City Council at a work session. Included in the presentation was an overview of a “Metro-style EMS” approach that may be considered for deployment in communities surrounding the city. The presentation laid out possible implications for both the municipalities served and the response to the citizens of Eau Claire. Further discussions with prospective municipalities and partners will be forthcoming.



EMS Council and Medical Control

The Eau Claire County EMS Council continues to develop under its new organizational structure. Dr. Kirk Dahl is the County’s medical director and as such oversees the medical dispatch system used by the 911 communications center, the County’s First Responder agencies, and the AED defibrillator program used by the sheriff’s department.

The EMS Council was developed to provide recommendations to improve emergency medical response in Eau Claire County. The council has evolved over the years since its inception in the early 1980s, and the current structure is rich in membership that truly believes in the communities’ EMS needs.

A state Regional Trauma Advisory Committee (RTAC) was organized over the past few years to coordinate a regional approach to EMS planning. This is in comparison to the EMS Council, which focuses on the needs of Eau Claire County. Members of the County EMS Council will be working closely with the RTAC in the near future, with more emphasis placed on statewide versus local EMS planning.



Rescue #5 and Rescue #10, Front-line Ambulances

Activities

2006 Incidents

5,901 Total Incidents

- 4,741 Medical Responses (80%)
- 201 Fire/Rescue Responses (3.5%)
- 536 Automatic Alarm Responses (10%)
- 147 Hazardous Condition Responses (2%)
- 136 Service Call Responses (2%)
- 125 Good Intent Responses (2%)
- 15 Special Request Responses (0.5%)

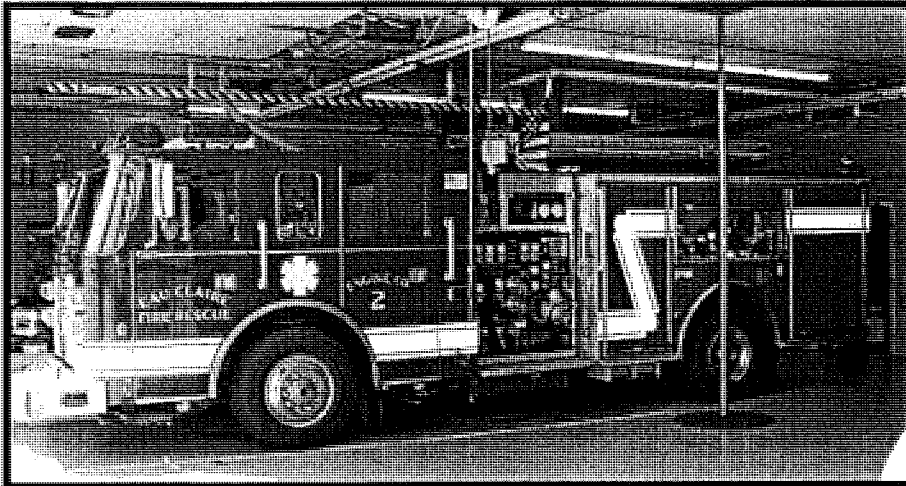


Hazardous Materials Chemical Assessment Vehicle

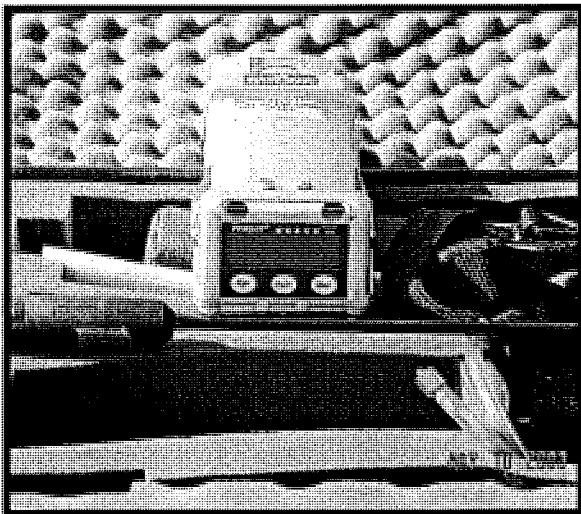
Incidents with loss of \$50,000 or greater:

- 1720 Harding Avenue – Restaurant (\$500,000)
- 2911 Venus Avenue – 1 Family Dwelling (\$200,000)
- 1816 9th Street – 1 Family Dwelling (\$102,000)
- 408 Chippewa Street – 2 Family Apartment (\$90,000)
- 811 Garden Street – 2 Family Apartment (\$85,000)
- 920 James Street – 1 Family Dwelling (\$78,000)
- 1113 Oxford Avenue – 1 Family Dwelling (\$60,000)
- 2500 Birch Street – Truck Fire (\$55,000)
- 1200 Forest Street – Manufacturing Facility (\$50,000)

Total Fire Loss for the year: \$1,709,903



Engine #2



4-Gas Detection Meter

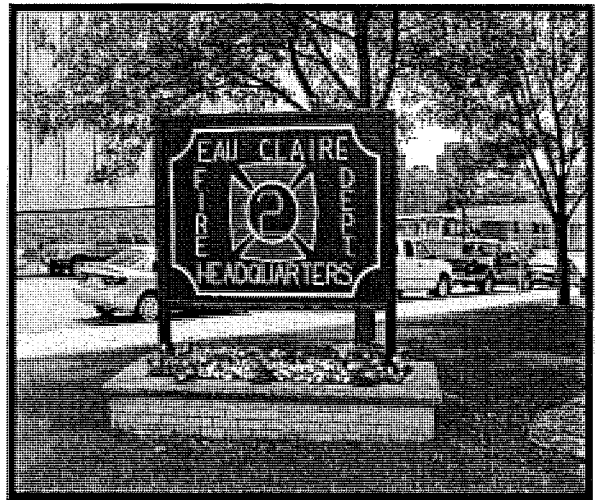
Responding Unit	Responses	Average Response Time
Engine 2	1,097	3.58 Minutes
Engine 5	1,178	3.51 Minutes
Engine 6	770	4.42 Minutes
Engine 8	426	4.52 Minutes
Engine 9	790	4.58 Minutes
Engine 10	689	4.05 Minutes
Medic 5	2,075	4.14 Minutes
Medic 9	1,255	5.12 Minutes
Medic 10	1,481	4.19 Minutes
Average:		4.25 Minutes



Bellinger Street Fire

Facilities

- Station 2** - 216 South Dewey Street
- 4 Personnel per day
 - Fire Engine
 - Heavy Rescue Unit
 - Hazardous Materials Chemical Assessment Vehicle
 - Hazardous Materials Equipment Trailer
 - Water Rescue Boat
 - Battalion Chief Command Car
 - Administrative Offices



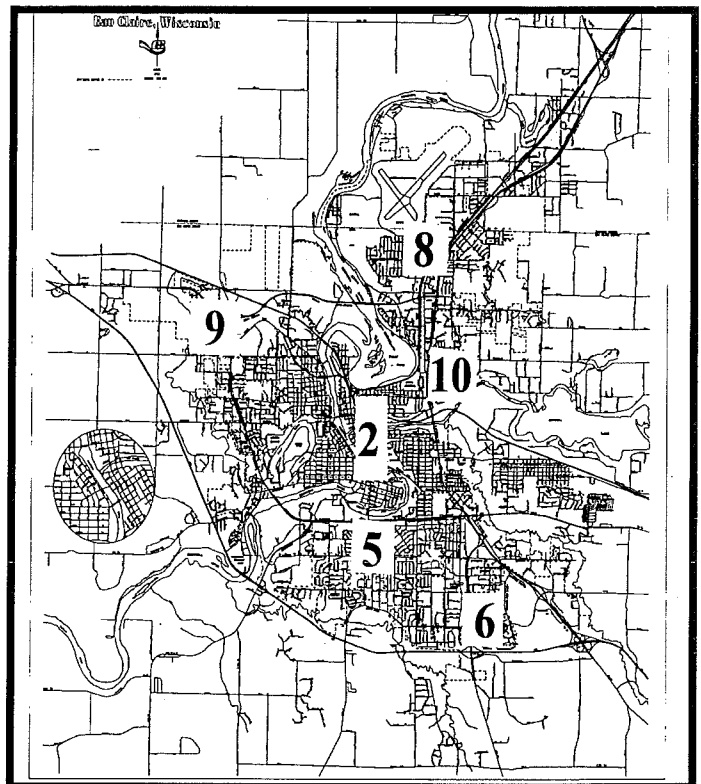
- Station 5** - 2500 Patton Street
- 5 Personnel per day
 - Fire Engine
 - Paramedic Ambulance
 - Water Rescue Boat

- 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

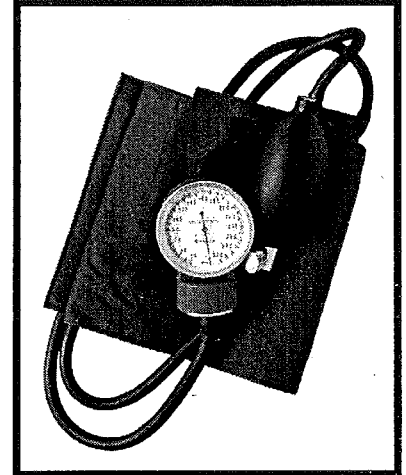
- Station 10** - 559 North Hastings Way
- 5 Personnel per day
 - Fire Engine
 - Paramedic Ambulance
 - Water Rescue Boat



*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

- 80 percent of Fire Department calls for service
- 36 Certified Paramedics
56 Certified Emergency Medical Technicians
- 3 Paramedic ambulances in service (3 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



Personnel at Accident Scene

Equipment

Vehicles

- 8 – Engines/Quints (6 Front-Line, 2 Reserve)
- 6 – Ambulances (3 Front-Line, 3 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
- 2 – Technical Rescue Trailers



Rescue #3, Reserve Ambulance

Major Equipment

- Breathing Apparatus (\$4,000 per unit)
- Portable Radio (\$1,000 per unit)
- Ventilation Saw (\$1,700 per unit)
- Hose (\$600 per 100' of 5")
- Nozzles (\$900 per unit)
- Ladders (\$1,000 per unit)
- Jaws of Life (\$8,000 per set)
- Ambulance Cot (\$3,600 per unit)
- Defibrillator (\$21,800 per unit)
- Hazardous Materials Suit (\$800 per unit)
- Hazardous Materials Meters (\$1,000 to \$50,000 per unit)

Personal Equipment

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

Equipment Replacement



(Annual 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. One of the sworn positions is a shared position with the Altoona Fire Department. 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 National Fire Protection Association and Wisconsin Administrative codes.

Activities

Public Education

The number one priority is to educate citizens about fire. During 2006, the Eau Claire Fire Department delivered over 6,500 hours of public education. 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 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



Fire Prevention Weekend at Sam's Club

Safety Town

This program is geared to teaching children from ages 4 to 6 about being safe while playing. Topics covered were: stop, drop and roll; calling 911; crawling low under smoke; matches/lighters are tools not toys; and getting out to a safe meeting place and staying out. There were 50 participants in the program in 2006. Each child received a bicycle safety helmet and a t-shirt at the graduation ceremony.



Safety Camp

Fire department personnel participated in Safety Camp at Carson Park. This day camp is for children entering the 3rd grade. Fire inspectors Segelken and Puljas presented a program on summer fire safety to 100 participants on the first day of the camp. The crew from Engine 9 brought the fire truck to the closing picnic and showed it to the children.

Fire Prevention Month Programs

In the fall, department personnel conducted the annual fire prevention presentations at both the public and private elementary schools within the city. The programs consist of six different age-appropriate presentations. The theme for 2006 was “Prevent Cooking Fires: Watch What You Heat”. The third grade poster contest winners were from Putnam Heights Elementary and Manz Elementary. They each received a 26-inch mountain bike with helmet.



3rd Grade Poster Contest Winner

In October, the Eau Claire County Chiefs Association again sponsored fire prevention activities for Eau Claire and surrounding communities. The department’s fire safety house and fire apparatus were on display. The DNR brought its heavy firefighting equipment, as well as Smokey Bear. Representatives from area departments including Township, Fall Creek, Fairchild, Altoona, and Mondovi also participated. Approximately 500 children and families attended the festivities.

Keep the Wreath Green

This annual initiative begins each Thanksgiving and runs through New Year’s Day. Each fire station displays a large wreath filled with green light bulbs. For each structure fire that occurs in the city during this period of time, a green bulb is removed and replaced with a red light bulb.

The goal is to maintain a heightened awareness of the dangers of fire and encourage fire-safe practices throughout the holiday season.

In 2006, there were four structure fires during the holiday season, a decrease of two from last year.

Tours/Public Events

In 2006, the department received over 175 requests for services. These requests vary from giving tours of our facilities to staffing health fairs at local businesses. Tours varied from groups of 4 to over 50.

Fire Safety Education for Businesses

In 2006, the Fire Prevention Bureau trained over 4,000 employees of area businesses in fire safety procedures including evacuation drills and fire extinguisher use. The training focused on the individual business's evacuation policy, as well as the hands-on use of a fire extinguisher.

Juvenile Fire Setters Program

Since the inception of the Juvenile Fire Setter program in 1996, the Eau Claire Fire Department has handled approximately ten child cases per year. These children come to the Fire Prevention office as referrals from Juvenile Intake or their parents. In 2006, the department received five referrals from Juvenile Intake, and there were three requests from parents or an agency outside the City of Eau Claire. 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 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 2006, the Eau Claire Fire Department conducted more than 6,000 company fire inspections to identify and eliminate or reduce hazards that may contribute to a loss of life or property. Code enforcement is a proactive and cost effective approach to community fire protection. Through the State of Wisconsin's 2% dues program, the City of Eau Claire received \$121,248 in 2007 for inspections conducted in 2006.

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 staff visit businesses and multi-family occupancies to conduct a walk-through fire inspection of the properties. These inspections attempt 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 continue to update the information gathered on their scheduled inspections in an attempt to keep the records accurate.

Property Inspections / Review / Investigations

The City of Eau Claire has fees for fire sprinkler plan reviews and inspections, kitchen hood inspections, adult family home and group home inspections, and tent inspections. Listed below are the reviews and inspections that were performed in 2006.

- **Sprinkler Plans** – 29 plans reviewed
- **Kitchen Hood Systems** – 9 hoods inspected
- **Adult Family Homes** – 53 facilities inspected in conjunction with the licensing of the homes through the State of Wisconsin that are done to ensure the home meets the minimum life safety standards
- **Tent Inspections** – 70 tents inspected
- **Complaint or Follow-up Inspections** – Of the 6,000 inspections completed by the fire crews, the Fire Prevention Bureau dealt with approximately 700 complaints or follow-up inspections. Included in this number are phone calls fielded on code questions regarding fire and building construction. Inspector Puljas completed 738 inspections in Altoona. Inspector Puljas' position is a shared position with Altoona Fire Department.
- **Fireworks** – 20 fireworks vendor sites inspected
- **Fire Investigations** – Prevention personnel conducted 40 fire investigations. Two major criminal fires from 2003 and 2005 were resolved, with the suspects being found guilty of arson to a building and endangering lives.
- **Unsafe Living Conditions** – Prevention personnel were involved in approximately 25 situations involving unsafe living conditions. These situations are specific to the individual, but on average require multiple visits and ongoing contact to resolve.

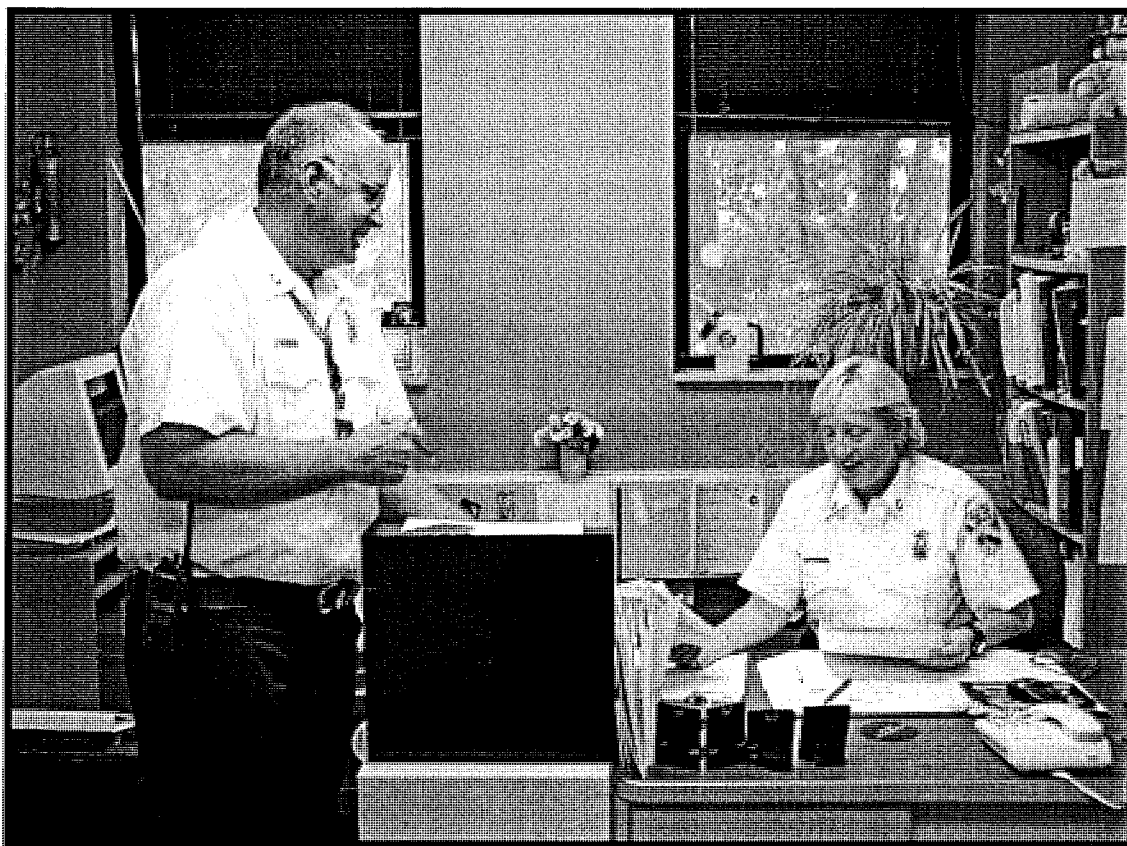
Tank Inspections

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 2006, Fire Inspector Harter completed 73 site permit inspections with some sites containing multiple tanks to inspect. There were 17 tank removals and 9 tank installs/upgrades during the year. The State contract provides annual revenue to the City in the \$10,000 to \$15,000 range.

In September, the department's underground/aboveground storage tank program was audited by the State of Wisconsin. The department passed the audit.

Fire Investigations

There were 40 fire investigations completed by Prevention Division personnel during 2006. On-scene fire investigations are done anytime the cause and origin cannot be determined, when there is personal injury or death involved, if a juvenile is suspected of starting the fire, or when arson or other suspicious circumstances exist. Follow-up investigations are done at the request of the fire crews or police department.



Fire Inspectors Gary Puljas & Janet Segelken

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 is a mechanical robot that helps deliver fire safety messages to young children. Using monies from a FIRE Act grant, a new Freddie was purchased in 2005. It will serve the community for many years to come.



Smokey Bear and Sparky the Fire Dog

In addition to Freddie, the division also uses “Sparky the Fire Dog” to deliver fire safety education.

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.

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.

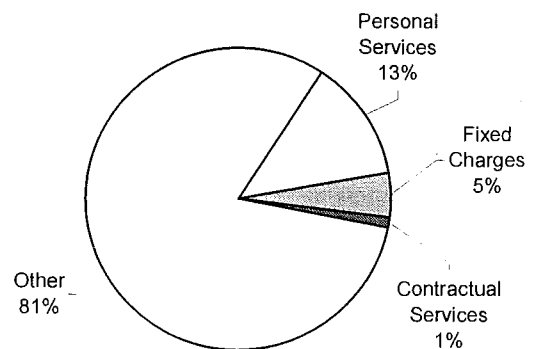
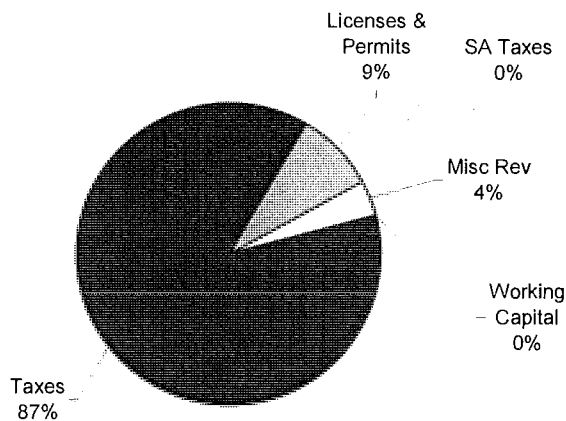
The General Fund makes operating and capital subsidies to various funds and to several enterprise funds that are not entirely self-supporting. General obligation debt requirements, supported by the tax levy, are included as a transfer to the Debt Service Fund. Transfers of available working capital to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

Overview of Revenues and Expenditures

	2006 <u>Actual</u>	2007 <u>Adopted Budget</u>	2008 <u>Proposed Budget</u>	% <u>Change</u>
Revenues				
Licenses & Permits	\$ 775,963	\$ 735,000	760,000	3%
Special Assess. Taxes	76,182	79,000	0	-100%
Miscellaneous Revenue	448,063	368,100	338,900	-8%
Working Capital	0	0	0	
Gen. Purpose (tax) Rev.	<u>5,399,088</u>	<u>7,797,500</u>	<u>7,728,600</u>	-1%
Total Revenues	<u>\$ 6,699,296</u>	<u>\$ 8,979,600</u>	<u>8,827,500</u>	-2%
Expenditures				
Personal Services	\$ 4,900	\$ 976,100	1,158,500	19%
Contractual Services	26,654	82,100	108,000	32%
Fixed Charges	108,469	828,600	408,600	-51%
Contributions & Other Payments	322,453	318,100	323,900	2%
Other Financing Uses	<u>6,236,819</u>	<u>6,774,700</u>	<u>6,828,500</u>	1%
Total Expenditures	<u>\$ 6,699,296</u>	<u>\$ 8,979,600</u>	<u>8,827,500</u>	-2%



Budget Overview

REVENUES

LICENSES & PERMITS

Television Franchise fees compensate the City for the use of City Streets, alleys, and other public rights-of-way for the operation of a cable television system. Per contract, Charter Communications pays 5% of gross revenue. The 2008 franchise fee is estimated at \$575,000. Public-Education-Government (PEG) revenue is estimated at \$185,000 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.

EXPENDITURES

PERSONAL SERVICES & CONTRACTUAL SERVICES

Included in these categories is retiree health insurance, which in 2008 increased \$182,400 from \$976,100 to \$1,158,500. Also included are pension cost for a limited number of employees and payments for the administration of the benefit plans.

FIXED CHARGES

Fixed Services includes property and liability insurance, disability payments, special assessments and a provision for interim payments for positions eliminated in the 2006-2007 Program of Services.

OTHER

This category includes transfers to the Capital Improvement Plan totaling \$1,567,200, a transfer to debt service in the amount of \$3,526,700 payments to Senior Central and Landmarks and operating transfers from General Fund to Cemetery, Parking, Transit, Hobbs, and the Municipal Pool. The payment to the Public Access Center consists of the PEG fees totaling \$185,000 and tax levy support of \$82,700 for a total contribution of \$267,700.

Expenditures by Division

Non-Departmental

		<u>2006</u> <u>Actual</u>		<u>2007</u> <u>Budget</u>		<u>2007</u> <u>6 Month</u> <u>Actual</u>		<u>2007</u> <u>Projection</u>		<u>2008</u> <u>Budget</u>
Personal Services	\$	4,900	\$	976,100	\$	434,071	\$	976,100	\$	1,158,500
Contractual Services		26,654		82,100		21,875		102,000		108,000
Fixed Charges		108,469		428,600		60,953		428,600		208,600
Contrib/Other Payments		322,453		318,100		186,000		324,100		323,900
Other Uses		4,035,420		4,727,100		-		4,727,100		5,261,300
Transfers to CIP Programs		2,201,400		2,047,600		-		2,047,600		1,567,200
Total Expenditures	\$	<u>6,699,296</u>	\$	<u>8,579,600</u>	\$	<u>702,899</u>	\$	<u>8,605,500</u>	\$	<u>8,627,500</u>

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 65,060 residents, 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 Recruitment Committee
 - Business Retention Committee
- ◆ Eau Claire Redevelopment Authority
- ◆ Clearwater Development Corporation
 - Board of Directors
 - Executive Committee
- ◆ Momentum Chippewa Valley
- ◆ Development Zone Board
- ◆ Revolving Loan Fund Board
- ◆ Eau Claire Area Chamber of Commerce
 - Downtown Revitalization Committee
- ◆ Economic Policy Advisory Committee
- ◆ Downtown Eau Claire, Inc.
 - Board of Directors
 - Seven associated committees
 - Four Business Improvement Districts (BID)
 - Jump-Start Downtown Business Competition

The Chamber
Eau Claire Area Chamber of Commerce



EPAC

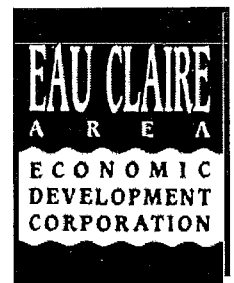
MOMENTUM
CHIPPEWA VALLEY

RLF

RIA



**Development
Zone**



Overview of Revenues & Expenditures

ECONOMIC DEVELOPMENT BUDGET SUMMARY

	<u>2006</u>	<u>2007</u>	<u>2007</u>	<u>2007</u>	<u>2008</u>
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Miscellaneous	\$ 322,553	\$ 262,200	\$ 200,976	\$ 273,300	\$ 284,100
Non-Operating Revenue	<u>160,737</u>	<u>94,100</u>	<u>62,117</u>	<u>129,200</u>	<u>140,200</u>
Total Revenues and Other Financing Sources	<u>483,290</u>	<u>356,300</u>	<u>263,093</u>	<u>402,500</u>	<u>424,300</u>
Expenditures and Other Financing Uses:					
Personal Services	156,607	161,100	76,690	161,100	166,900
Contractual Services	23,751	69,200	8,851	69,200	70,300
Utilities	28,078	33,700	11,941	33,700	34,300
Fixed Charges	1,200	1,400	600	1,400	1,400
Materials & Supplies	2,534	2,600	216	2,600	2,600
Contributions & Other Payments	285,467	107,100	67,800	107,100	107,100
Loans	270,000	-	250,000	410,000	-
Other Financing Uses	<u>87,700</u>	<u>285,000</u>	<u>42,500</u>	<u>285,000</u>	<u>285,000</u>
Total Expenditures and Other Financing Uses	<u>855,337</u>	<u>660,100</u>	<u>458,598</u>	<u>1,070,100</u>	<u>667,600</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (372,047)</u>	<u>\$ (303,800)</u>	<u>\$ (195,505)</u>	<u>\$ (667,600)</u>	<u>\$ (243,300)</u>
Applied Reserve:					
Beginning Balance	\$ 5,445,054	\$ 5,073,007		\$ 5,073,007	\$ 2,493,107
Changes in Available Balances:					
From operations	(372,047)	(303,800)		(667,600)	(243,300)
Reserve for:					
EDF Loan - Gateway				(950,000)	
RLF Program				(462,300)	
Code Compliance Program				(100,000)	
MN Wire and Cable Reserve				(390,000)	
Facad Loan Program				<u>(10,000)</u>	
Ending Balance	<u>\$ 5,073,007</u>	<u>\$ 4,769,207</u>		<u>\$ 2,493,107</u>	<u>\$ 2,249,807</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.

OTHER FINANCING USES

Included in Other Financing Uses is support of \$85,000 for Downtown Eau Claire, Inc. (DECI) and \$200,000 for the Redevelopment Authority (RDA).

Revenue Detail

Revenue Classification	Economic Development				
	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
MISCELLANEOUS					
Interest income	\$ 198,800	\$ 135,000	\$ 111,880	\$ 135,000	\$ 160,000
Other interest- notes receivable	41,287	48,600	49,105	59,700	45,500
Building rental	82,466	78,600	39,991	78,600	78,600
Total miscellaneous	<u>322,553</u>	<u>262,200</u>	<u>200,976</u>	<u>273,300</u>	<u>284,100</u>
NON-OPERATING REVENUES					
Principal payment on loans	<u>160,738</u>	<u>94,100</u>	<u>62,117</u>	<u>129,200</u>	<u>140,200</u>
Total revenues and other financing sources	<u>\$ 483,291</u>	<u>\$ 356,300</u>	<u>\$ 263,093</u>	<u>\$ 402,500</u>	<u>\$ 424,300</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

	2006	2007	2008
Economic Development Administrator	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total FTE Positions	<u>1.00</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.

The .5 Business Assistance Specialist is accounted for in the Downtown Fund as the position's primary fund.

Eau Claire Revolving Loan Fund Committee

Larry Accola	Royal Credit Union
Julie Bollinger	Western Dairyland
Jerry Chasteen	West Central Wisconsin Regional Planning Commission
Maria DaCosta	UWEC
Tim Giehl	EmpAct Software
Dave Hamberger	Citizens Community Federal Credit Union
Thomas Kemp	City Council Representative
Kenneth McAdams	Retired
Bill Ogden	University of Wisconsin Eau Claire
Janet Tolander	Stienessen-Schlegel & Company
Beverly Wickstrom	Richie, Wickstrom & Wach

Development Zone Advisory Board

Debra Leslie	Workforce Resource
Michael Cohen	Attorney
Thomas Kemp	City Council Representative
Ed Losby	Imagineering
Bob Schraufnagel	Barcode Technology Solutions

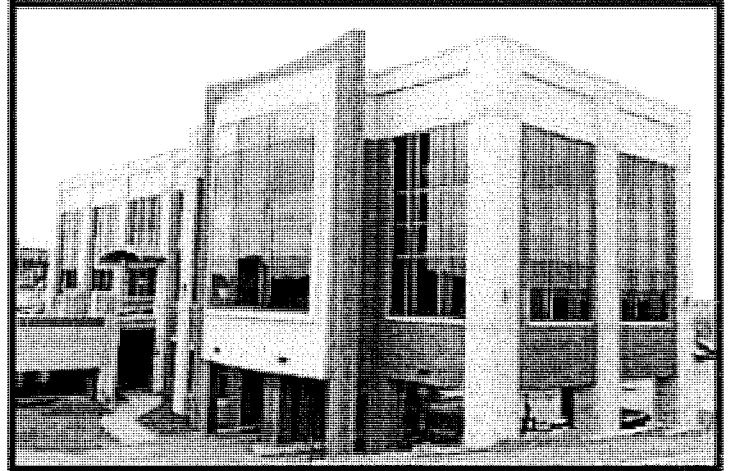
Operation Highlights

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



Alliance Bank at Waterford: First building in a series of mixed-use development on Hastings Way

Infrastructure

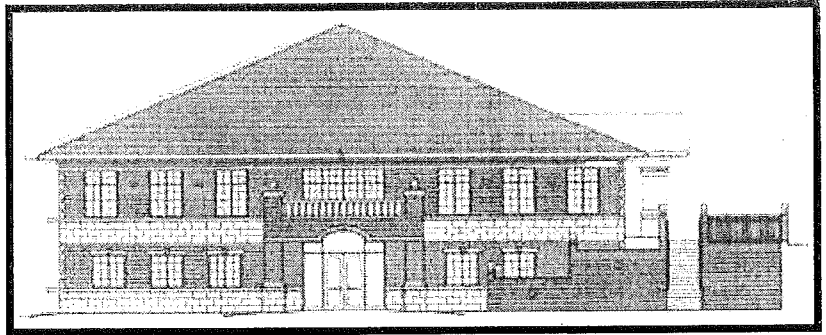
- ◆ Coordination of utilities and streets in the industrial parks
- ◆ Land and buildings inventory (sites)
- ◆ Information technology
- ◆ Management of Sky Park Industrial Center



NanoRite Center: a 38,000 sq ft addition to the CVTC Campus in Gateway West Industrial Park

Business Retention and Expansion

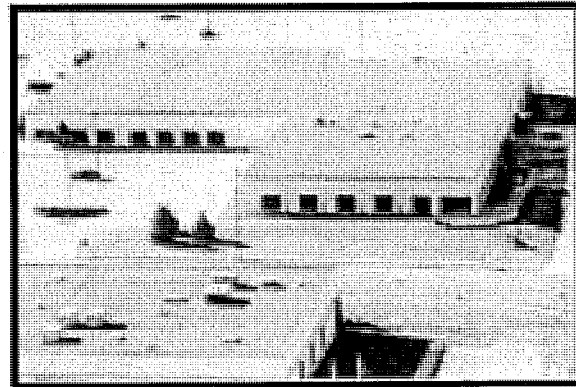
- ◆ Liaison to the business community
- ◆ Problem solving
- ◆ Business call program
- ◆ Financial assistance
- ◆ Project coordination
- ◆ Entrepreneur start-up assistance



Royal Oaks Business Center: New 22,000 sq ft business center on Golf Terrace

Marketing and Recruitment

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



GSI Commerce expanded operations to Eau Claire creating 550 new positions

Education

- ◆ Coordinate with local educational institutions
- ◆ Internships
- ◆ Retention of college graduates

Current Loans Outstanding

◆ Economic Development Loan Fund (EDF)

Clearwater	\$ 300,000
Eagles Printing	57,529
Five Star Plastics	71,216
Gateway Industrial Dev. Corp.	550,000
Harmon Solutions Group	70,000
Indianhead Foodservice	77,346
Presto Absorbent Products, Inc.	141,000
Regional Arts Council	64,167
GSI	215,000
Chip Valley TC Nanorite	166,667
AccuTech	234,232
U.S. Bank Job Credit Loan	35,000
OEM Fabricators, Inc.	125,000
Totals	\$ 2,107,157

◆ Revolving Loan Fund (RLF)

Banbury, Inc.	\$ 44,913
Five Star Plastics	21,620
RSTC Enterprises, 2006	39,157
Badger State, Inc.	100,000
Radix Laboratories, Inc.	10,000
OEM Fabricators, Inc.	100,000
Totals	\$ 315,690

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>2007 Support</u>	<u>2008 Support</u>
Eau Claire Area Economic Development Corporation	\$90,000	\$90,000
Downtown Partners	85,000	85,000
Momentum Chippewa Valley	5,000	5,000
Redevelopment Authority	200,000	200,000
Eau Claire Innovation Center ^(A)	12,100	12,100

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

Eau Claire, WI

Business Growth Begins Here

Eau Claire is not only a great place to do business, we'll even help you get here. The City of Eau Claire's Economic Development Division will lead and support you through your company's expansion or relocation project, assist with site location and financing, and act as a liaison between you and local government. We can provide a customized proposal for your company and will be your local champion throughout the development process. Call us to discuss how Eau Claire can benefit your business.

Mike Schatz, Econ. Dev. Administrator 715-839-4914 Mike.Schatz@eauschiro.wi.gov www.EauClaireDevelopment.com

Find available real estate and demographics online
www.EauClaireDevelopment.com

Search Me!

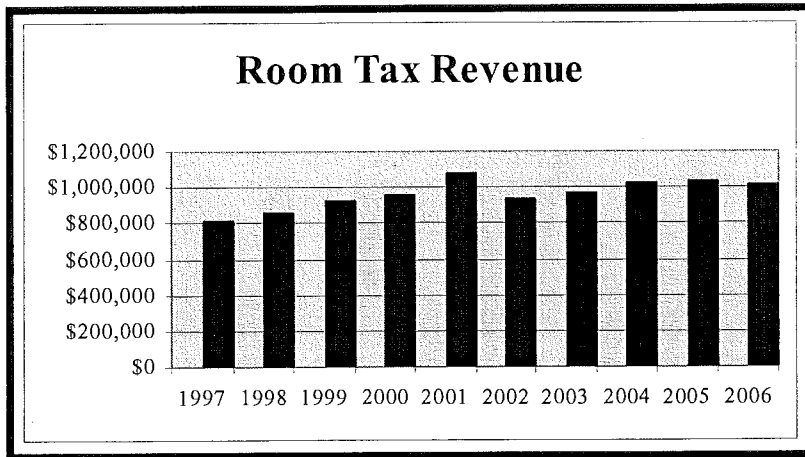
www.EauClaireDevelopment.com

The most comprehensive site selection database for Eau Claire, Wisconsin. Easy-to-access property info, photos, maps, and demographics. Continually updated listings. So good it's just begging to be searched.

Advertisements placed in local and regional magazines.

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.



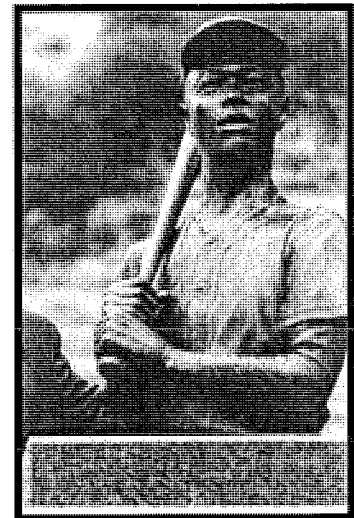
ROOM TAX REVENUES

1997	810,639
1998	858,674
1999	924,104
2000	956,238
2001	1,073,823 *
2002	938,691
2003	971,468
2004	1,018,783
2005	1,039,099
2006	1,014,312

*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
 - Flowerbeds at highway intersections & Phoenix & 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*

Overview of Revenues & Expenditures
--

COMMUNITY ENHANCEMENT BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 1,014,312	\$ 1,020,000	\$ 352,234	\$ 1,030,000	\$ 1,045,000
Miscellaneous	-	-	1,200	1,200	-
Non-Operating Revenue	<u>5,000</u>	<u>5,000</u>	<u>2,500</u>	<u>5,000</u>	<u>5,000</u>
Total Revenues and Other Financing Sources	<u>1,019,312</u>	<u>1,025,000</u>	<u>355,934</u>	<u>1,036,200</u>	<u>1,050,000</u>
Expenditures and Other Financing Uses:					
Contractual Services	1,564	2,000	1,341	2,000	2,000
Contributions & Other Payments	767,216	749,000	437,357	755,600	763,000
Other Financing Uses	<u>279,800</u>	<u>279,800</u>	<u>-</u>	<u>279,800</u>	<u>298,600</u>
Total Expenditures and Other Financing Uses	<u>1,048,580</u>	<u>1,030,800</u>	<u>438,698</u>	<u>1,037,400</u>	<u>1,063,600</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ (29,268)</u>	<u>\$ (5,800)</u>	<u>\$ (82,764)</u>	<u>\$ (1,200)</u>	<u>\$ (13,600)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 44,067	\$ 5,800		\$ 14,799	\$ 13,599
Changes in Available Balances:					
From operations	<u>(29,268)</u>	<u>(5,800)</u>		<u>(1,200)</u>	<u>(13,600)</u>
Ending Balance	<u>\$ 14,799</u>	<u>\$ -</u>		<u>\$ 13,599</u>	<u>\$ (1)</u>

Budget Overview

REVENUES**TAXES**

A Hotel-Motel Room Tax was established in 1975 and was used in part to subsidize the operation of the Civic Center from 1975 - 1992. A rate of 2% of gross receipts was levied through March 1979. In April 1979, the rate was increased to 4% of gross receipts and on January 1, 1986 the rate was increased to the present rate of 7%. Room tax revenue is estimated at \$1,045,000 in 2008. Room tax funds are budgeted for complete distribution 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 \$1,300 for the lease of computer software.

CONTRIBUTIONS & OTHER PAYMENTS AND OTHER FINANCING USES

An agreement with the Convention and Visitors Bureau allocates 54.4% of estimated room tax revenues to the Bureau.

◆ Regional Arts Council	\$ 90,700
◆ Chippewa Valley Symphony	2,500
◆ Chippewa Valley Theatre Guild	1,400
◆ Eau Claire Chamber Orchestra	2,500
◆ Community Beautification	1,000
◆ Chippewa Valley Museum	56,000
◆ Paul Bunyan Camp	32,600
◆ Convention & Visitors Bureau	568,500
◆ Eau Claire Children's Museum	2,300
◆ Transfer to Hobbs CIP	48,600
◆ Municipal Band	5,500
◆ Transfer to General Fund	100,000
◆ Transfer to Parks & Recreation CIP	<u>150,000</u>
Total	<u>\$1,061,600</u>

Revenue Detail

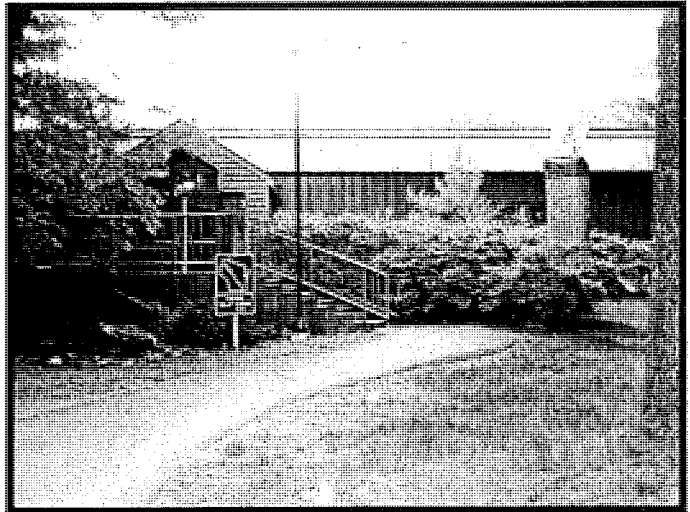
Community Enhancement

<u>Revenue Classification</u>	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
TAXES					
Room tax funds	\$ 1,014,312	\$ 1,020,000	\$ 352,234	\$ 1,030,000	\$ 1,045,000
MISCELLANEOUS					
Interest & misc. reimbursements	-	-	1,200	1,200	-
NON-OPERATING REVENUE					
Principal payment from loans	5,000	5,000	2,500	5,000	5,000
Total revenues	<u>\$ 1,019,312</u>	<u>\$ 1,025,000</u>	<u>\$ 355,934</u>	<u>\$ 1,036,200</u>	<u>\$ 1,050,000</u>

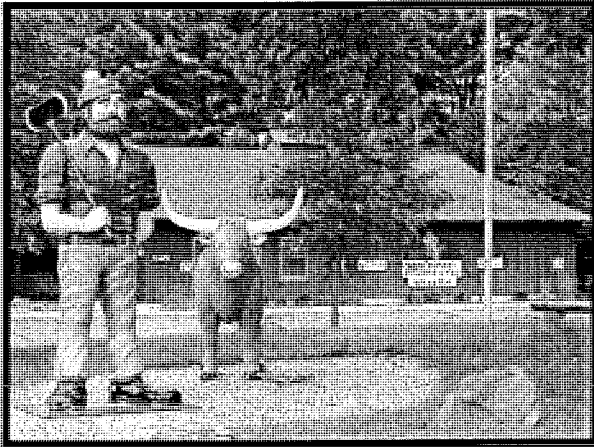
Organizations

Chippewa Valley Museum

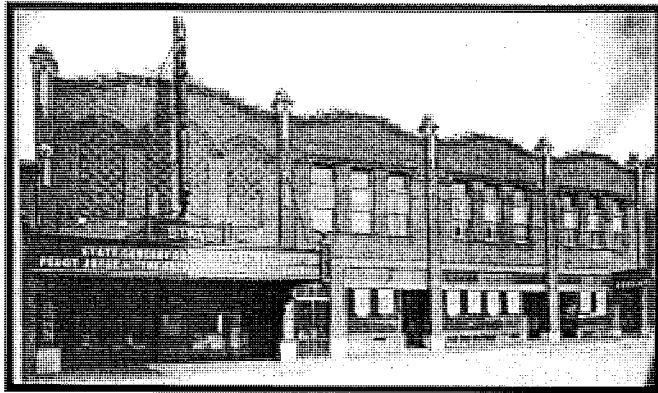
The Chippewa Valley Museum, located in Carson Park, is an important educational and recreational resource for Eau Claire residents and a year-round attraction for visitors. It is the only museum in Western Wisconsin accredited by the American Association of Museums. It has received state and national 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.



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.

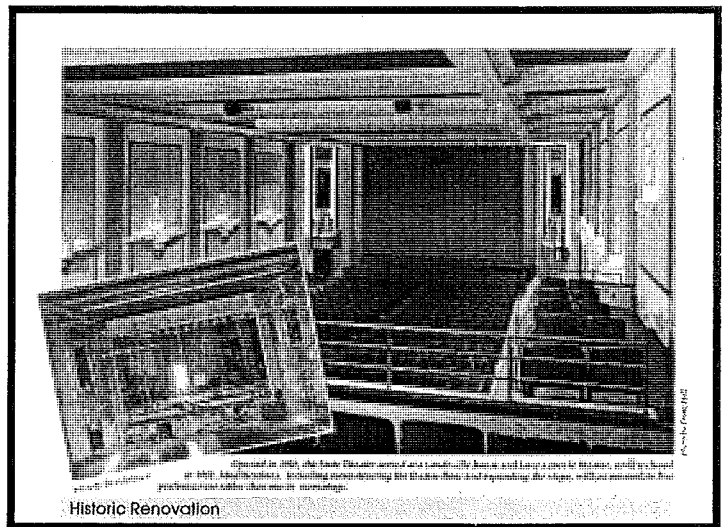


State Theatre Building 1926

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



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 twenty members and is staffed by 1.5 City of Eau Claire employees who report to the City's Economic Development Administrator. The Economic Development Administrator serves as the Executive Director of DECI.

Programs & Services

Community Committees

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

- Transportation Committee
- Festivals Committee
- Downtown Image Committee
- Retail/Restaurant Committee
- Marketing Plan Committee
- Loft Apartment Committee

In addition, the Executive Committee reviews and sets agendas for the meetings and makes recommendations to the Board of Directors.

Overview of Revenues and Expenditures

DOWNTOWN FUND BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ -	\$ -	\$ 115	\$ -	\$ -
Miscellaneous	2,870	-	-	-	-
Non-Operating Revenue	<u>117,700</u>	<u>116,000</u>	<u>58,000</u>	<u>116,000</u>	<u>118,000</u>
Total Revenues and Other Financing Sources	<u>120,570</u>	<u>116,000</u>	<u>58,115</u>	<u>116,000</u>	<u>118,000</u>
Expenditures and Other Financing Uses:					
Personal Services	73,342	89,000	34,054	89,000	105,500
Contractual Services	34,614	45,800	14,758	45,800	33,000
Utilities	138	200	133	200	200
Fixed Charges	2,594	3,000	2,730	3,000	3,000
Materials & Supplies	2,219	1,300	428	1,300	1,300
Contributions & Other Payments	<u>1,021</u>	<u>-</u>	<u>-</u>	<u>11,000</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>113,928</u>	<u>139,300</u>	<u>52,103</u>	<u>150,300</u>	<u>143,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 6,642</u>	<u>\$ (23,300)</u>	<u>\$ 6,012</u>	<u>\$ (34,300)</u>	<u>\$ (25,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 68,648	\$ 30,648		\$ 64,290	\$ 29,990
Changes in Available Balances:					
From operations	6,642	(23,300)		(34,300)	(25,000)
Reserve for Façade Loan Program	<u>(11,000)</u>	<u>-</u>		<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 64,290</u>	<u>\$ 7,348</u>		<u>\$ 29,990</u>	<u>\$ 4,990</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 2008, the Downtown Fund support is \$85,000 from the Economic Development Fund, \$26,000 from the Downtown Business Improvement District, \$5,000 from the North Barstow/Medical Business Improvement District, \$2,000 from the Water Street Business Improvement District, and \$25,000 from fund balance.

A ribbon cutting for Wildwood Crafts & Treasures at 401 S Barstow Street



A ribbon cutting for Marie's Original Bakery at 307 S Barstow Street

Revenue Detail

Revenue Classification	Downtown Fund				
	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
CHARGES FOR SERVICES					
Special event fees	\$ -	\$ -	\$ 115	\$ -	\$ -
MISCELLANEOUS					
Gifts and donations	2,870	-	-	-	-
OTHER FINANCING SOURCES					
Transfer from Economic Dev.	87,700	85,000	42,500	85,000	85,000
Transfer from BID 1	25,000	26,000	13,000	26,000	26,000
Transfer from BID 3	-	-	-	-	2,000
Transfer from BID 4	5,000	5,000	2,500	5,000	5,000
Total revenues	<u>\$ 120,570</u>	<u>\$ 116,000</u>	<u>\$ 58,115</u>	<u>\$ 116,000</u>	<u>\$ 118,000</u>

Staffing

	Downtown Fund		
	2006	2007	2008
Business Assistance Specialist	1.00	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.

Cross-divisional charges included:

50% of Business Assistance Specialist's position is charged to the Economic Development Fund

Downtown Eau Claire, Inc. Board of Directors

Name	Representing
David Adler	Eau Claire City Council
Lisa Aspenson	N. Barstow/Medical BID
Marlene Arntson	Randall Park Neighborhood
Thomas Kemp	Eau Claire City Council
Stan Carpenter	Third Ward Neighborhood
John Dickey	Luther/Midelfort
Marty Fisher-Blakeley	West Grand Ave BID
Mel Jahnke	Downtown BID
Charlie Grossklaus	Royal Credit Union
Mike Huggins	City of Eau Claire
Tami Schraufnagel	Eau Claire County
Robert Krause	Corporate Technologies
Teresa O'Halloran	Ruder Ware LLSC
Jeannie Roberts	Eau Claire Regional Arts Council
Paula Kimbllin	Third Ward Neighborhood
Nick Meyer	Volume One
Linda Soltis-Schroeder	North River Fronts Neighborhood
Ken Van Es	Eau Claire YMCA
Janine Wildenberg	Redevelopment Authority
Jeremy Gragert	Wisconsin Campus Compact



Downtown Eau Claire, Inc. scavenger hunt

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

Business Retention and Expansion

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

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
- ◆ "Downtown Ink" quarterly newspaper



Summerfest, a classic car show, is coordinated by DECI and held in July.



DECI coordinated the first ever Chalkfest, which was held in conjunction with Summerfest

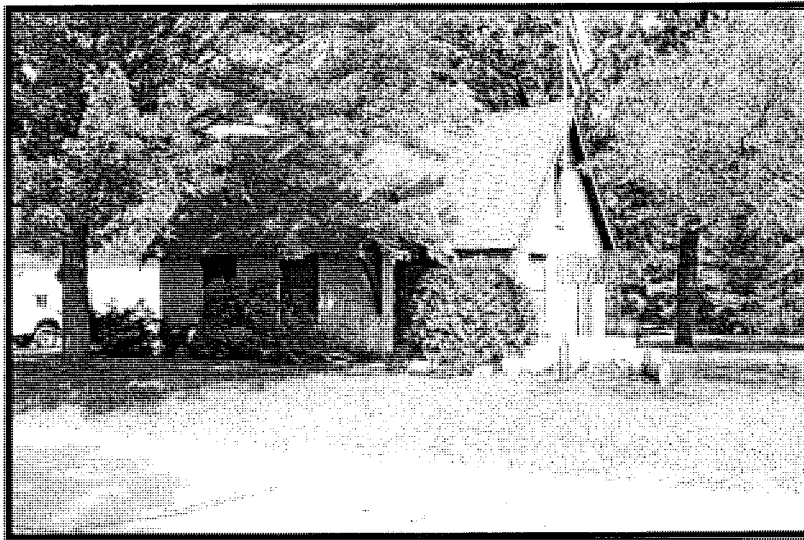


International Fall Festival, which brings approximately 15,000 people downtown, is held in September and coordinated by DECI.

CEMETERY MAINTENANCE

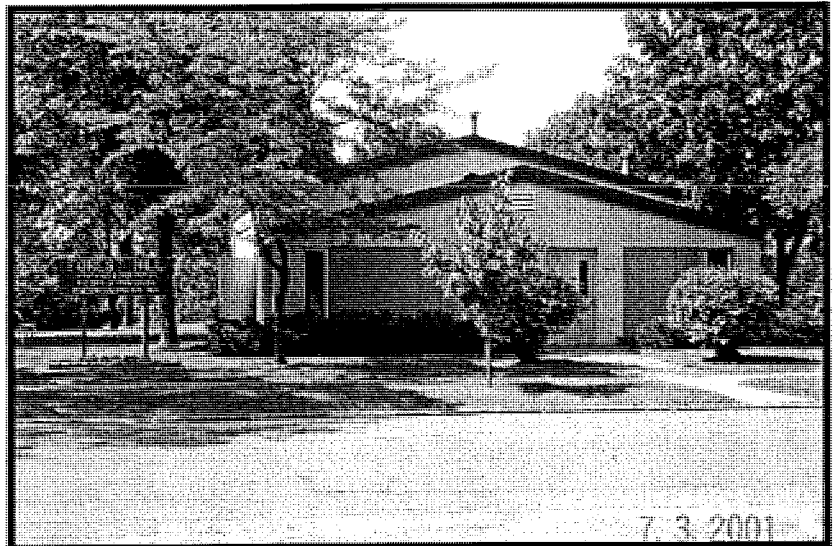
Programs & Services

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



*Lakeview Cemetery
Office Building*

*Forest Hill Cemetery Maintenance
Building*



Overview of Revenues & Expenditures

CEMETERY MAINTENANCE BUDGET SUMMARY

		2006		2007		2007		2008	
		<u>Actual</u>		<u>Budget</u>		<u>6-Month Actual</u>		<u>2007 Projection</u>	<u>2008 Budget</u>
Operating Budget									
Revenues and Other Financing Sources:									
Licenses & Permits	\$	100,119	\$	100,600	\$	56,124	\$	100,600	\$ 104,600
Charges for Services		59,757		75,400		45,517		75,400	77,600
Other Financing Sources		<u>217,480</u>		<u>212,200</u>		<u>-</u>		<u>212,200</u>	<u>226,600</u>
Total Revenues and Other Financing Sources		<u>377,356</u>		<u>388,200</u>		<u>101,641</u>		<u>388,200</u>	<u>408,800</u>
Expenditures and Other Financing Uses:									
Personal Services		268,418		279,200		130,486		279,200	293,700
Contractual Services		69,553		61,900		46,183		66,900	68,800
Utilities		19,350		21,600		5,515		21,600	22,100
Fixed Charges		6,100		6,100		3,050		6,100	6,100
Materials & Supplies		<u>13,935</u>		<u>19,400</u>		<u>6,159</u>		<u>14,400</u>	<u>18,100</u>
Total Expenditures and Other Financing Uses		<u>377,356</u>		<u>388,200</u>		<u>191,393</u>		<u>388,200</u>	<u>408,800</u>
Excess (Deficiency) of Funding Sources Over Uses	\$	<u>-</u>	\$	<u>-</u>	\$	<u>(89,752)</u>	\$	<u>-</u>	\$ <u>-</u>
Working Capital/Available Fund Balance									
Beginning Balance	\$	142,442	\$	-	\$	142,442	\$	142,442	\$
Changes in Available Balances:									
From operations		-		-		-		-	-
Transfer to CIP								<u>(24,000)</u>	
Ending Balance	\$	<u>142,442</u>	\$	<u>-</u>	\$	<u>142,442</u>	\$	<u>118,442</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. Fee increases were added in the 2007 budget to reduce the General fund subsidy for cemetery operations. The 2008 General Fund subsidy for Cemetery Operations is estimated at \$226,600.

EXPENDITURES

PERSONNEL SERVICES

The cemeteries are under the direction of the City Forester. This division is staffed with two assistant sextons, and four seasonal laborers.

CONTRACTUAL SERVICES

An equipment rental fee of \$40,000 for mowers, pugs, and pick-up trucks is the largest expense in this category. Also included in this category are unemployment costs, which in 2008 increased 43% from \$17,000 to \$24,300.

UTILITIES

Water service to maintain the lawn in the cemeteries is budgeted at \$10,200 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.

Revenue Detail

Revenue Classification	Cemetery Maintenance				
	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
LICENSES & PERMITS					
Vault & burial permits	\$ 100,119	\$ 100,600	\$ 56,124	\$ 100,600	\$ 104,600
CHARGES FOR SERVICES					
Sales of lots	37,610	60,000	41,225	60,000	60,000
Columbarium sales	8,862	8,000	3,712	8,000	8,000
Reconveyance of lots	1,040	-	398	-	200
Other cemetery charges	12,245	7,400	182	7,400	9,400
Total charges for services	59,757	75,400	45,517	75,400	77,600
MISCELLANEOUS					
Interest & misc. reimbursements	-	-	-	-	-
Gifts and donations	-	-	-	-	-
OTHER FINANCING SOURCES					
Transfer from General fund	217,480	212,200	-	212,200	226,600
Total revenues and other financing sources	\$ 377,356	\$ 388,200	\$ 101,641	\$ 388,200	\$ 408,800

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

Sales of Lots, which includes long-term care such as watering, cutting grass and removing decorations, are recorded in this category.

Sales of Columbaria, which includes plaques and grounds maintenance, are 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

	2006	2007	2008
Assistant Sexton	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u><u>2.00</u></u>	<u><u>2.00</u></u>	<u><u>2.00</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 City Forester’s time is charged to the Cemetery Fund.



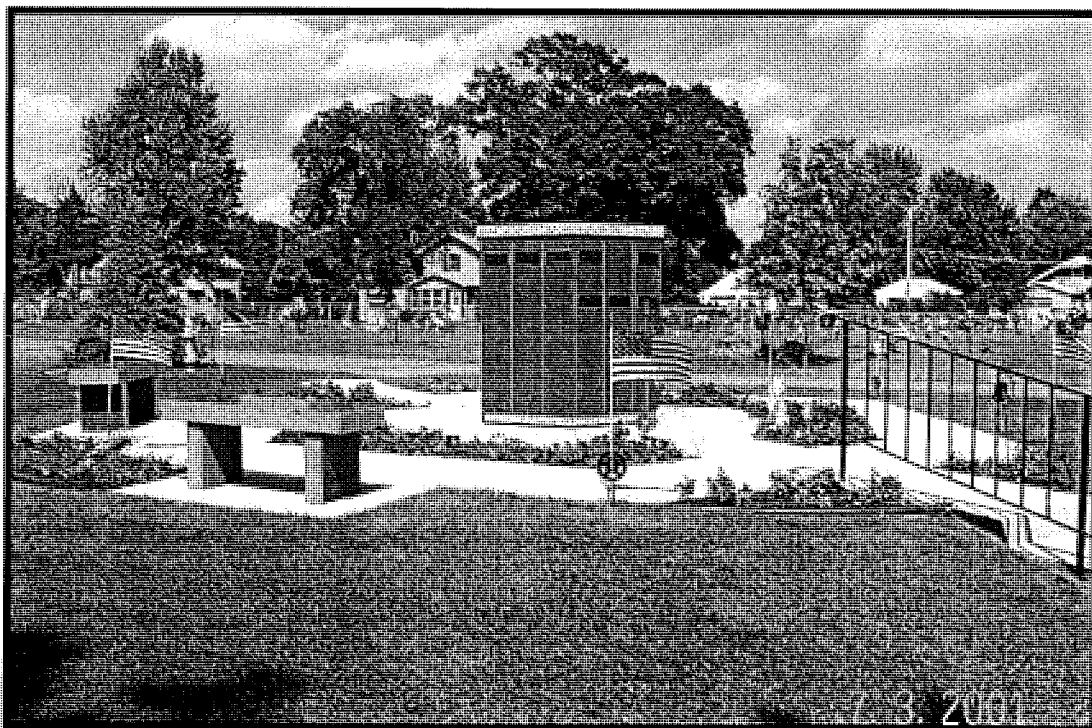
Preparing a burial site

Operation Highlights

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



Lakeview Cemetery

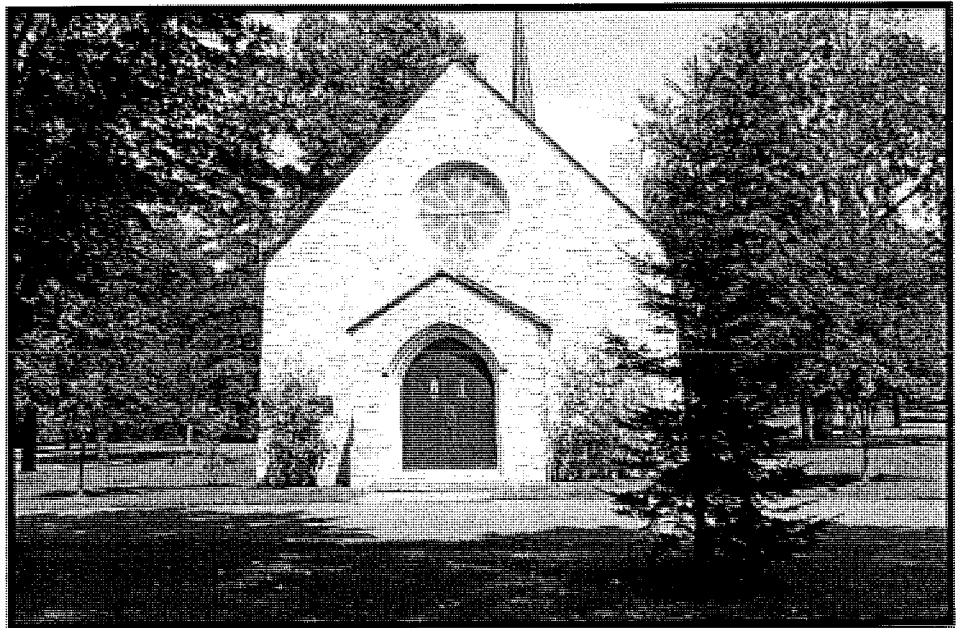


Columbarium at Forest Hill Cemetery

Activities

Services provided by the Cemetery Division include the following:

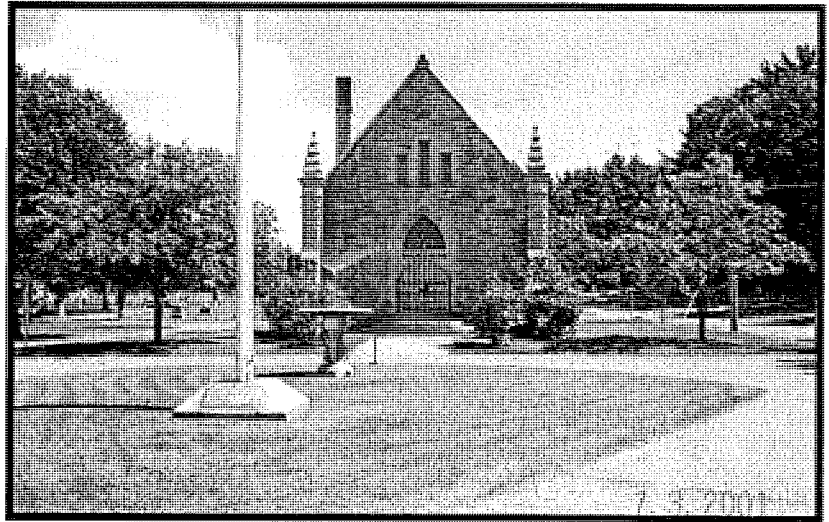
- ◆ Cemetery lot sales - approximately 100/year
- ◆ Grave opening and closing - approximately 200/year
- ◆ Maintenance of cemetery records – currently in the process of computerizing all records
- ◆ Coordinating burials with funeral directors
- ◆ Providing information to and working with the family of 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, faucets and grounds watering system
- ◆ Removing trash
- ◆ Maintaining markers
- ◆ Chapel maintenance at each cemetery



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



Hoover Chapel at Forest Hill Cemetery

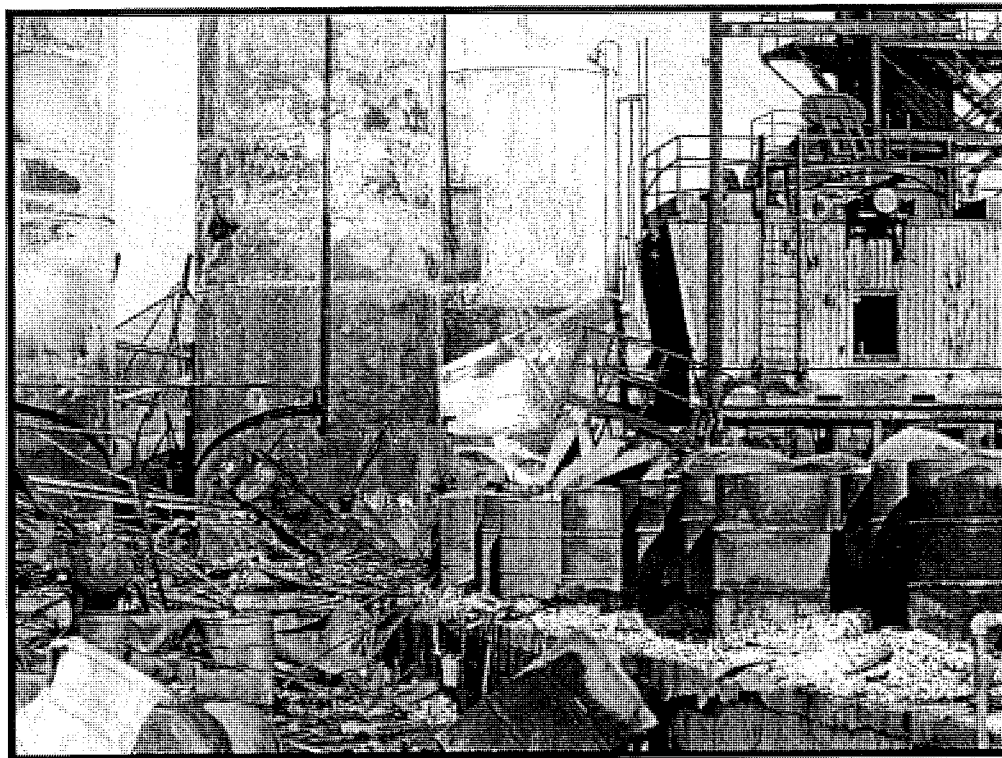
Equipment



Maintenance Staff mowing Cemetery grounds

- ◆ 1 backhoe
- ◆ 6 52' mowers
- ◆ 2 pugs (all terrain vehicles)
- ◆ 2 pick-up trucks w/plows
- ◆ 2 pesticide sprayers
- ◆ 2 20" mower (push-type)

HAZARDOUS MATERIALS RESPONSE



WRR Fire – Haz Mat Team Responded and Mitigated

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 Menomonie Fire Department for their departments to serve as designated CATs (Chemical Assessment Team) as adjuncts of the regional hazardous materials team.

Overview of Revenues & Expenditures
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HAZARDOUS MATERIALS RESPONSE BUDGET SUMMARY

		2006		2007		2007		2008	
		<u>Actual</u>		<u>Budget</u>		<u>6-Month Actual</u>		<u>2007 Projection</u>	<u>2008 Budget</u>
Operating Budget									
Revenues and Other Financing Sources:									
Intergovernmental	\$	180,069	\$	180,100	\$	-	\$	209,600	\$ 180,100
Charges for Services		1,276		3,000		1,682		3,000	3,000
Miscellaneous		8,310		1,000		3,890		1,000	1,000
Total Revenues and Other Financing Sources		<u>189,655</u>		<u>184,100</u>		<u>5,572</u>		<u>213,600</u>	<u>184,100</u>
Expenditures and Other Financing Uses:									
Personal Services		56,181		43,400		33,066		43,400	49,800
Contractual Services		4,420		23,300		17,145		28,100	23,400
Utilities		1,034		1,000		464		1,000	1,000
Fixed Charges		10,000		10,000		5,000		10,000	12,000
Materials & Supplies		13,958		63,900		23,260		95,800	62,400
Contributions & Other Payments		90,466		76,000		16,500		76,000	77,500
Capital Outlay		28,097		25,000		-		17,800	-
Other Financing Uses		2,805		-		-		-	-
Total Expenditures and Other Financing Uses		<u>206,961</u>		<u>242,600</u>		<u>95,435</u>		<u>272,100</u>	<u>226,100</u>
Excess (Deficiency) of Funding Sources Over Uses	\$	<u>(17,306)</u>	\$	<u>(58,500)</u>	\$	<u>(89,863)</u>	\$	<u>(58,500)</u>	\$ <u>(42,000)</u>
Working Capital/Available Fund Balance									
Beginning Balance	\$	223,963	\$	171,363			\$	206,657	\$ 148,157
Changes in Available Balances:									
From operations		<u>(17,306)</u>		<u>(58,500)</u>				<u>(58,500)</u>	<u>(42,000)</u>
Ending Balance	\$	<u>206,657</u>	\$	<u>112,863</u>			\$	<u>148,157</u>	\$ <u>106,157</u>

Budget Overview

REVENUE

The current state contract for Regional Hazardous Materials Response expired in June 30, 2007 and was renewed in substantially the same form to extend the contract through June 30, 2009.

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

Most expenditures in the year were for maintenance of existing equipment with the exception of the purchase of a decontamination tent for large numbers of victims. This tent was purchased using a combination of Haz Mat Level "A" funds and grant monies.

The decontamination tent can be arranged in three separate decontamination lines and contains pre-piped showers. This purchase greatly increases the number of victims that can be decontaminated in the shortest period of time.

This purchase includes a large water heater to warm decontamination water while operating in very cold temperatures. Until this system was available, personnel had a very difficult time providing warm water to more than 10 people, and there was only adequate tent capacity to decontaminate 15-25 people per hour, depending on their degree of contamination.

There are many situations where the tent would be employed, but the greatest chance of using it is at the United States Postal Distribution Center on Hogarth Avenue.



New Decontamination Tent

In June 2007, the department conducted a Weapons of Mass Destruction (WMD) drill in conjunction with the United States Postal Inspectors and personnel from the postal annex located on Hogarth Street. The postal annex has a system installed that has the ability to detect if any mail is contaminated with Anthrax spores. The objective of the drill was twofold. The first was to test the ability of the fire department to decontaminate all of the on-site employees at the

annex. The second was to assist the postal inspectors with their evidence collection procedure and the decontamination process.

When the Biological Detection System (BDS) alarms, the employees of the annex need to be decontaminated outside of the building in all weather situations. The department's recently purchased decontamination tent is then utilized. The decontamination tent and supporting hardware allow fire personnel to efficiently decontaminate the general public.

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>2006 Actual</u>	<u>2007 Budget</u>	<u>2007 6-Month Actual</u>	<u>2007 Projection</u>	<u>2008 Budget</u>
INTERGOVERNMENTAL REVENUES					
Federal aid	-	-	-	29,500	-
State aid	\$ 180,069	\$ 180,100	\$ -	\$ 180,100	\$ 180,100
EC County- Other	-	-	-	-	-
Total intergovernmental revenues	<u>180,069</u>	<u>180,100</u>	<u>-</u>	<u>209,600</u>	<u>180,100</u>
CHARGES FOR SERVICES					
Hazardous response charges	<u>1,276</u>	<u>3,000</u>	<u>1,682</u>	<u>3,000</u>	<u>3,000</u>
MISCELLANEOUS					
Interest income	<u>8,310</u>	<u>1,000</u>	<u>3,890</u>	<u>1,000</u>	<u>1,000</u>
Total revenues	<u>\$ 189,655</u>	<u>\$ 184,100</u>	<u>\$ 5,572</u>	<u>\$ 213,600</u>	<u>\$ 184,100</u>

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

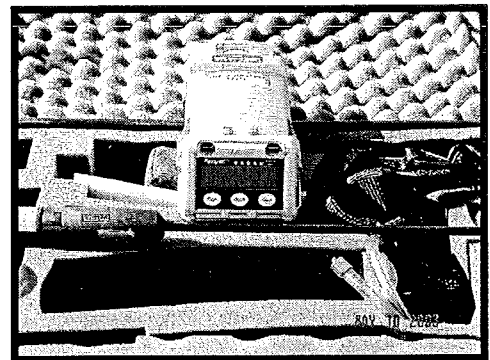
- Hazardous Materials Vehicle
- Hazardous Material Equipment Trailer
- Special Rescue Utility Gator



APD-2000 Chemical Detection Monitor

Equipment Purchased with WMD Grant Funds

- Area RAE 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
- Decontamination Tent



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, the teams 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. The teams are committed to meeting these challenges and will strive to remain one of the best-trained and equipped response teams 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.

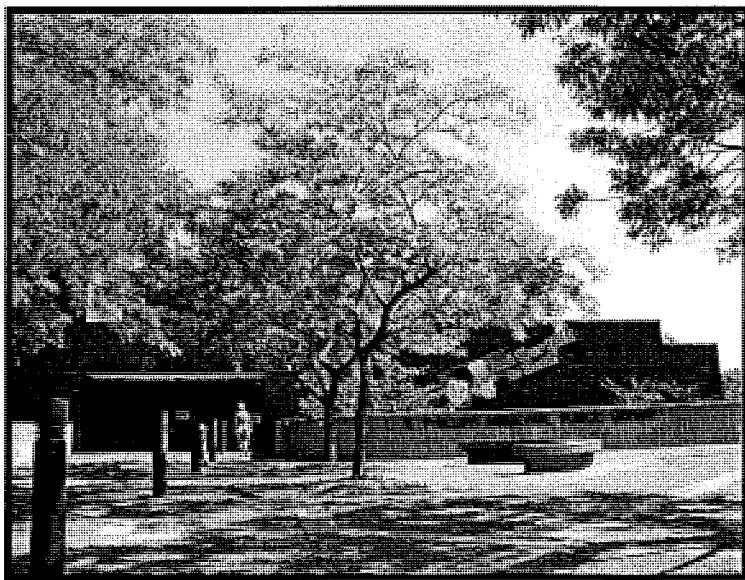
The library's policies and operations are overseen by the City of Eau Claire and governed by a ten-member library board that is appointed by the City Council and includes two representatives from Eau Claire County.

L.E. Phillips Memorial Public Library consists of 7 divisions:

- ◆ Administrative Services
- ◆ Circulation Services
- ◆ Information Technology Services
- ◆ Public Relations & Programming Services
- ◆ Reference Services
- ◆ Technical Services
- ◆ Youth 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.

Budget Overview

REVENUES

Total revenues are up 4.2%. Due to a change in state statutes, this will be the eighth year in which the counties will reimburse the library for services provided to rural residents. The amount of the reimbursement under Act 150 and ACT 420 will be \$210,100, an increase of 101%.

TAXES

Gross Tax Levy - City

The gross tax levy for the city for library purposes will rise 1.7%, from \$2,711,500 in 2007 to \$2,757,900.

Estimated Property Tax Rate – City

The estimated property tax rate in the city for library purposes will decrease 10.2% from \$0.725 to \$0.651.

CHARGES – INTERGOVERNMENTAL

The charges for services to Eau Claire County will increase .7% to \$526,000.

FINES & FORFEITS

Includes overdue fines, lost card replacement fees, and collection agency fee recovery.

CHARGES FOR SERVICES

Includes copy and printing charges.

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 4.2%, from \$3,720,000 in 2007 to \$3,875,400 in 2008.

PERSONAL SERVICES

This account reflects an increase of 5.6%. The current labor agreement with AFSCME Local 284A expires on December 31, 2006. A 1.23% cost of living increase has been estimated for the pay steps of all library staff. The library's health insurance expense reflects an increase of 20% in July of 2007.

CONTRACTUAL SERVICES

Contractual services expenditures will increase 10.4%. This includes a one-time increase for strategic planning to be done by the Library Board.

FIXED CHARGES

In the 2008 budget, it is estimated that the insurance and special assessments will remain stable.

MATERIALS & SUPPLIES

This category includes all supply accounts; as well as most library materials purchased for the library collection. Also included in this category are equipment purchases, which for 2008 include replacements of computers, printers, scanners and bookdrops.

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 the purchase of a replacement server.

Overview of Revenues & Expenditures

PUBLIC LIBRARY BUDGET SUMMARY

		2006		2007		2007		2008	
		<u>Actual</u>		<u>Budget</u>		<u>6-Month Actual</u>		<u>2007 Projection</u>	<u>2008 Budget</u>
Operating Budget									
Revenues and Other Financing Sources:									
Taxes	\$	2,658,300	\$	2,711,500	\$	2,711,500	\$	2,711,500	\$ 2,757,900
Intergovernmental		4,407		16,000		-		16,000	-
Fines & Forfeits		133,377		135,100		65,873		135,100	130,700
Charges for Services		5,975		5,200		2,602		5,200	4,800
Charges for Services-									
Intergovernmental		642,154		646,900		271,435		646,900	657,200
Other Operating Revenue		102,650		104,600		168,751		104,600	210,100
Miscellaneous		38,759		36,000		36,766		36,000	50,000
Other Financing Sources		102		200		-		200	200
Total Revenues and Other Financing Sources		<u>3,585,724</u>		<u>3,655,500</u>		<u>3,256,927</u>		<u>3,655,500</u>	<u>3,810,900</u>
Expenditures and Other Financing Uses:									
Personal Services		2,351,447		2,609,200		1,122,040		2,609,200	2,756,600
Contractual Services		299,958		328,200		140,338		328,200	362,400
Utilities		101,600		112,200		54,148		112,200	112,900
Fixed Charges		31,465		31,500		16,081		31,500	31,600
Materials & Supplies		504,431		516,700		245,657		516,700	539,700
Contributions & Other Payments		10,281		10,500		10,213		10,500	10,300
Capital Outlay		3,855		5,800		5,900		5,800	6,000
Other Financing Uses		5,740		105,900		105,900		105,900	55,900
Total Expenditures and Other Financing Uses		<u>3,308,777</u>		<u>3,720,000</u>		<u>1,700,277</u>		<u>3,720,000</u>	<u>3,875,400</u>
Excess (Deficiency) of Funding Sources Over Uses	\$	<u>276,947</u>	\$	<u>(64,500)</u>	\$	<u>1,556,650</u>	\$	<u>(64,500)</u>	\$ <u>(64,500)</u>
Working Capital/Available Fund Balance									
Beginning Balance	\$	750,019	\$	105,357			\$	339,976	\$ 275,476
Changes in Available Balances:									
From operations		276,948		(64,500)				(64,500)	(64,500)
From (to) capital projects		(618,700)		-				-	-
Designated-Library Trust Fund		(68,291)		-				-	-
Ending Balance	\$	<u>339,976</u>	\$	<u>40,857</u>			\$	<u>275,476</u>	\$ <u>210,976</u>

Revenue Detail

Revenue Classification	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
TAXES					
City	\$ 2,658,300	\$ 2,711,500	\$ 2,711,500	\$ 2,711,500	\$ 2,757,900
INTERGOVERNMENTAL REVENUES					
Federal aid	4,407	16,000	-	16,000	-
FINES & FORFEITS					
Library fines & penalties	133,377	135,100	65,873	135,100	130,700
CHARGES FOR SERVICES					
Miscellaneous	5,975	5,200	2,602	5,200	4,800
CHARGES FOR SERVICES-INTERGOVERNMENTAL					
Eau Claire County	516,229	522,400	260,315	522,400	526,000
Indianhead Federated System	124,053	123,000	10,717	123,000	129,300
Service charges - other	1,872	1,500	403	1,500	1,900
Total charges for services - intergovernmental	642,154	646,900	271,435	646,900	657,200
OTHER OPERATING REVENUES	102,650	104,600	168,751	104,600	210,100
MISCELLANEOUS					
Grant revenue	-	-	-	-	15,000
Miscellaneous	38,759	36,000	36,766	36,000	35,000
Total miscellaneous	38,759	36,000	36,766	36,000	50,000
OTHER FINANCING SOURCES					
Sale of capital assets	102	200	-	200	200
Total revenues and other financing sources	\$ 3,585,724	\$ 3,655,500	\$ 3,256,927	\$ 3,655,500	\$ 3,810,900

Revenue Detail

TAXES

The L.E. Phillips Memorial Public Library is primarily supported through a City tax levy. The 2008 Tax Levy is approximately 72.4% 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, replacement fees for lost cards, and collection agency fee recovery.

CHARGES FOR SERVICES

Charges for services include copy and printing charges.

CHARGES FOR SERVICES – INTERGOVERNMENTAL

Intergovernmental revenue is received for library services to residents of Eau Claire County, Chippewa, Pierce, Polk, Price, and St Croix Counties, and a contract with the Indianhead Federated Library System (IFLS). In 2008, the Eau Claire County contract payment will represent 13.8% 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 3.4% of revenues. Revenue of \$1,900 has been estimated for service to residents in the Town and Village of Fairchild.

OTHER OPERATING REVENUES

Under Wisconsin's 1997 law "ACT 150", surrounding counties pay public libraries a reimbursement for providing non-resident services. In 2006, "ACT 420" required adjacent counties to pay libraries for use by rural residents.

MISCELLANEOUS

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

OTHER FINANCING SOURCES

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

Staffing

Public Library

	2006	2007	2008
Library Director	1.00	1.00	1.00
Professional 5	1.00	1.00	1.00
Professional 4	1.00	1.00	1.00
Professional 3	1.00	1.00	1.00
Professional 2	6.00	6.00	6.00
Professional 1	2.00	2.00	2.00
Library Associate II	4.60	4.78	5.10
Library Associate I	1.68	1.68	1.25
Library Assistant II	4.75	4.75	4.75
Library Assistant I	9.120	9.120	9.123
Desk Clerk	<u>5.120</u>	<u>5.180</u>	<u>4.700</u>
Total FTE Positions	<u><u>37.27</u></u>	<u><u>37.51</u></u>	<u><u>36.92</u></u>

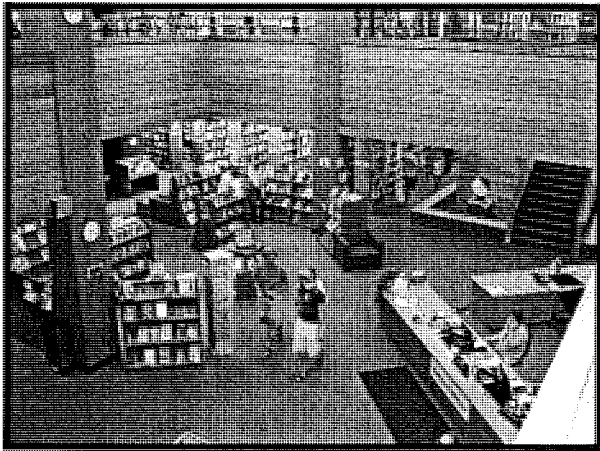
Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Cross-divisional charges include:

- Two and one half custodial positions assigned in Public Works Operations are charged to the Library.

Operation Highlights

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



Main Lobby

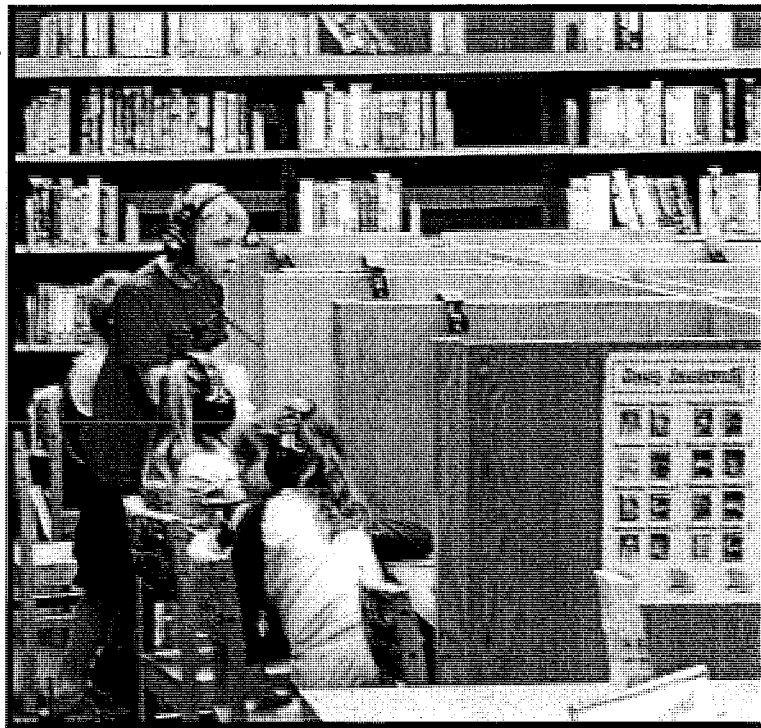
- ◆ Answering basic questions in person, online, or by phone or e-mail.
- ◆ Internet access to the library's online catalog, including self-service holds and renewals.
- ◆ Borrowing materials from other libraries.
- ◆ E-mail notification for holds and overdue materials.
- ◆ An automated Telephone Renewal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

2006 ANNUAL STATISTICS

Circulation (including renewals, not including interlibrary loan)	1,133,009
Interlibrary loans provided to other MORE member libraries.....	109,104
Interlibrary loans provided to libraries not members of MORE.....	6,460
Interlibrary loan items borrowed from other MORE member libraries.....	92,438
Interlibrary loan items borrowed from libraries not members of MORE.....	<u>2,841</u>
TOTAL LOAN ACTIVITY	1,343,852
Adjusted daily number of library visits in building.....	1,247
Annual library visits.....	425,393
Number of users of electronic resources.....	123,741
Reference transactions	81,393
Volunteer hours.....	2,624

At the end of 2006, the library collection included:

Art Prints.....	94
Audiobooks - CD.....	1,907
Audiobooks - cassette.....	4,587
Books.....	180,013
Browsing paperbacks.....	29,083
Large Print books.....	13,020
CD Rom software.....	814
DVDs.....	6,924
Magazines.....	23,958
Microfilm/fiche.....	4,291
Music cassettes.....	1,492
Music CDs.....	13,019
Videocassettes.....	13,703
Other materials.....	4,894
TOTAL.....	297,799



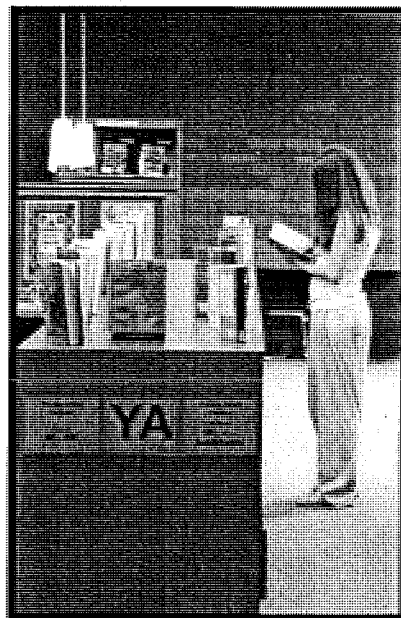
Youth Services Audiovisual Area

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
- ◆ DVDs and videos
- ◆ Downloadable audio-books and books on CD and cassette
- ◆ Music CDs and cassettes
- ◆ Young adult area with books, magazines and computers
- ◆ Web-based resources, including full-text magazine and newspaper articles, telephone and business listings, genealogy, law, auto repair and reader's advisory
- ◆ Magazines and local, regional and national newspapers
- ◆ Large print books
- ◆ Word-processing computers and printers
- ◆ Tax forms and Wisconsin census records
- ◆ Investment, business, legal and job search information
- ◆ New reader materials

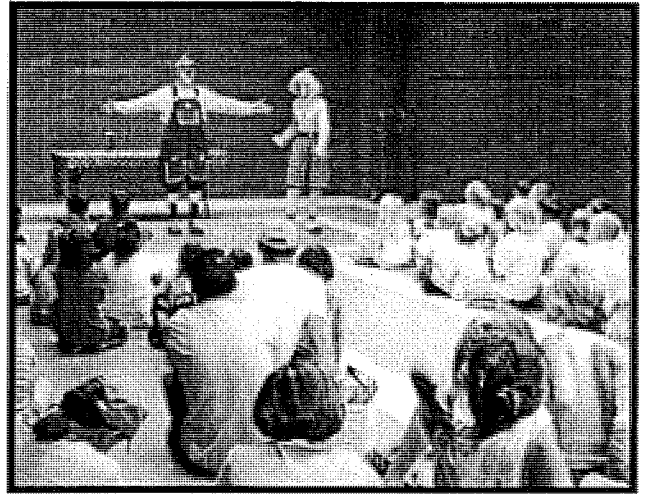


Young Adult Lounge

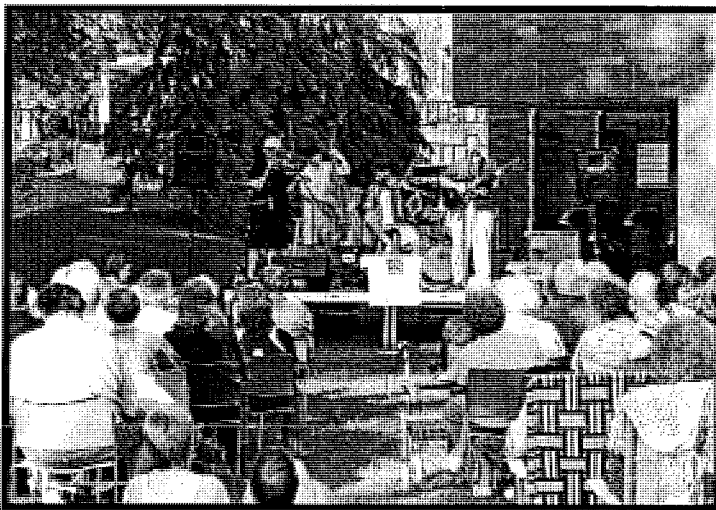
Programs

The library sponsors and coordinates a broad spectrum of programs for all ages. In 2006, 17,457 children and 2,011 adults and young adults attended library programs. Also during that year, 1,879 children and 512 teenagers registered for the Summer Library Program. 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 Summer Children's Program

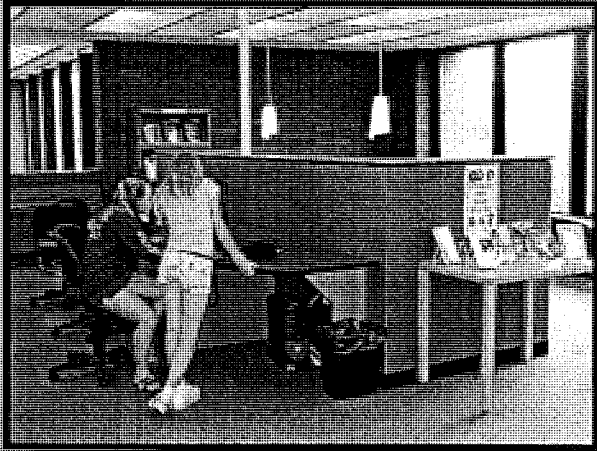


- ◆ Writing workshops for adults and young adults.
- ◆ Genealogy workshops.
- ◆ ArtsWest, a regional juried art show held annually, in its 29th year in 2008.
- ◆ Storytimes for preschoolers and toddlers.
- ◆ Concerts and talent shows.

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.



Computers for Teens

Proposed CIP expenditures for 2008 include continuing fundraising for the library's expansion and remodeling project, purchase of software to archive electronic communications, hardware for the new voice over Internet Phone system and the replacement of audiovisual and security system equipment.

Equipment Replacement

Proposed capital purchases of replacement equipment include 29 computers, 5 laser printers, 6 barcode scanners, 4 dot matrix or receipt printers, 1 desktop scanner, 2 workstation printers, and 2 book drops.

CIP Highlights



Youth Services

Fund Raising for the Library Building

The Library Board is leading a \$3.2 million capital fund raising campaign, following up on City Council's authorization in June 2006 to reserve \$700,000 in taxpayer funds already on hand for this purpose. The building expansion and renovation project will expand and improve Youth Services, provide more meeting room space and seating for adults, add self checkout stations as an option for customers, move the microfilm room to the main floor to allow for greater staff assistance to users, open up the narrow entranceway into the lobby, and provide expanded workspace for handling greatly increasing numbers of items coming from other libraries for our customers and going out to other libraries.

The Library and the Internet

More American homes and businesses are connected to the Internet than ever before. This has dramatically changed the way libraries across the country operate and how the L.E. Phillips Memorial Public Library provides service.

The library is now a provider of high-speed access to the Internet to those who do not have access at home, or who do not own a computer. The library is the local bridge over the digital divide.

While some believe that you can find anything on the "Internet", that is not true. The Internet is a method to connect to information. The library spent \$54,200 in 2007 to provide access to a number of databases and resources, which are available only for a fee. The library participates in the state-funded *Badger Link* project to provide access to articles from thousands of newspaper and periodical titles, image files, and other specialized reference materials and websites. Users can find access to over 11,000 periodical titles and over 700 newspapers (including Wisconsin newspapers), children's and adult literature, business, medical, and educational sources, and many other specialized resources not available through regular Internet search engines.

Finding information on the Internet can be a challenging task. Library staff members have the expertise to be able to sift through much of the chaff to help library users find the grains of wheat they are seeking. The Internet has changed the nature of the questions answered at the reference desk. Many of the more straightforward questions answered in the past are no longer asked. Library users come to the library for the more difficult and challenging questions for which they need answers. It is expected that this trend will continue for the foreseeable future.

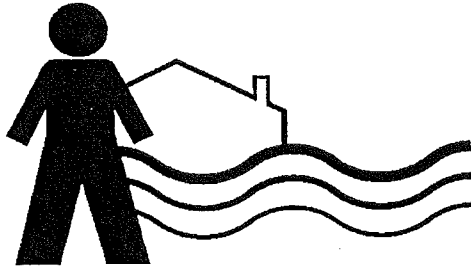
Developing the Interactive Features of the Shared Catalog

In the near future, we expect the shared catalog to become more interactive for library users. Our customers will be able to view the contents of some books directly from the online catalog screen, as well as submit their own reviews of books. Both of these features have proved extremely popular and useful on highly developed Internet-accessible websites such as Amazon.com.

Wireless Connections

The library expects to install a few areas of wireless services inside the building in the next year to serve people with laptops. These wireless services will be expanded to all public areas of the library in future years.

CITY-COUNTY HEALTH DEPARTMENT



City-County Health Department consists of 3 sections:

- Department Operations
- Public Health Nursing
- Environmental Health

Programs & Services

Vision Statement

The Eau Claire City-County Health Department is recognized as a dynamic community partner that provides public health leadership, proactive education, advocacy and intervention for all communities and for all persons across the lifespan.

Mission Statement

The mission of the Eau Claire City-County Health Department is to protect, promote and improve the health of all people in the community. To accomplish this mission, the Department will provide public health services that:

- Assure a safe and healthy environment
- Prevent disease and disability
- Promote positive health practices

Strategic Goals

- Increase organizational capacity, capability, and effectiveness
- Create an organizational structure that encourages communication, creativity and shared decision-making
- Develop the current and future public health workforce
- Increase awareness of public health and prevention
- Use data to address public health priorities, drive decision-making, planning, resource procurement and allocation
- Increase and sustain a resource base to support the department

Overview of Revenues and Expenditures

CITY-COUNTY HEALTH DEPARTMENT BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month Actual</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 1,536,700	\$ 1,556,900	\$ 1,556,900	\$ 1,556,900	\$ 1,638,100
Intergovernmental	895,312	897,300	384,854	1,068,600	938,200
Licenses & Permits	290,262	324,900	220,750	310,400	323,400
Charges for Services	135,972	149,800	35,430	137,500	148,200
Charges for Services-					
Intergovernmental	1,183,717	1,142,300	557,676	1,141,100	1,179,600
Miscellaneous	2,110	1,000	1,650	1,000	13,300
Other Financing Sources	55,527	53,300	19,388	53,300	53,300
Total Revenues and Other Financing Sources	<u>4,099,600</u>	<u>4,125,500</u>	<u>2,776,648</u>	<u>4,268,800</u>	<u>4,294,100</u>
Expenditures and Other Financing Uses:					
Personal Services	3,396,258	2,801,000	1,576,696	3,922,000	2,948,900
Contractual Services	327,028	182,500	190,871	381,300	189,300
Utilities	17,687	15,300	1,704	23,600	15,600
Fixed Charges	6,599	7,800	7,367	7,700	7,800
Materials & Supplies	276,603	1,239,300	105,177	257,200	1,286,900
Total Expenditures and Other Financing Uses	<u>4,024,175</u>	<u>4,245,900</u>	<u>1,881,815</u>	<u>4,591,800</u>	<u>4,448,500</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 75,425</u>	<u>\$ (120,400)</u>	<u>\$ 894,833</u>	<u>\$ (323,000)</u>	<u>\$ (154,400)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 630,554	\$ 376,454		\$ 705,979	\$ 382,979
Changes in Available Balances:					
From operations	<u>75,425</u>	<u>(120,400)</u>		<u>(323,000)</u>	<u>(154,400)</u>
Ending Balance	<u>\$ 705,979</u>	<u>\$ 256,054</u>		<u>\$ 382,979</u>	<u>\$ 228,579</u>

Budget Overview

REVENUES

TAX LEVY AND PROPERTY TAX RATE

The 2008 gross tax levy for the Health Department is increasing 3.4% from \$1,536,900 to \$1,610,100. The estimated property tax rate for Health Department purposes will decrease from .416 to .380 in 2008.

A special assessment to cover the cost of the sewage system maintenance program was implemented in 2007 with the first revenue to be received in 2008. The revenue and cost of the program are \$28,000.

CHARGES FOR SERVICES-INTERGOVERNMENTAL

State/federal/local grant revenues increased \$40,900. Eau Claire County support increased \$37,300. Eau Claire County support is approximately 23% of revenues.

LICENSES & PERMITS / CHARGES FOR SERVICES

Annually, the Board of Health reviews fees charged by the Department. Fees for licensed establishments were increased in 2007 and will be reviewed again in 2008. 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 2008 budget. Establishment license fees, laboratory fees, sewer and well evaluations will be increased by 7%.

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 remained 11.5% for 2008.

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 remained the same or included a 2-3% increase.

MATERIALS & SUPPLIES

Most expense accounts remained the same or included a 2-3% increase. The equipment purchases for 2008 include \$19,200 for computers.

Revenue Detail

City-County Health Department

Revenue Classification	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
TAXES					
City	\$ 1,536,700	\$ 1,556,900	\$ 1,556,900	\$ 1,556,900	\$ 1,610,100
Special Assessments	-	-	-	-	28,000
Total Tax Revenue	<u>1,536,700</u>	<u>1,556,900</u>	<u>1,556,900</u>	<u>1,556,900</u>	<u>1,638,100</u>
INTERGOVERNMENTAL REVENUES					
Federal aid	280,455	283,800	150,841	326,600	326,600
State aid	614,857	613,500	234,013	742,000	611,600
Total intergovernmental revenues	<u>895,312</u>	<u>897,300</u>	<u>384,854</u>	<u>1,068,600</u>	<u>938,200</u>
LICENSES & PERMITS					
Hotel and restaurant	122,475	126,700	99,359	126,700	132,200
Other	167,787	198,200	121,391	183,700	191,200
Total licenses & permits	<u>290,262</u>	<u>324,900</u>	<u>220,750</u>	<u>310,400</u>	<u>323,400</u>
CHARGES FOR SERVICES					
Miscellaneous	135,972	149,800	35,430	137,500	148,200
CHARGES FOR SERVICES- INTERGOVERNMENTAL					
Property taxes-county	935,100	943,700	471,850	943,700	981,000
Miscellaneous	248,617	198,600	85,826	197,400	198,600
Total charges for services - intergovernmental	<u>1,183,717</u>	<u>1,142,300</u>	<u>557,676</u>	<u>1,141,100</u>	<u>1,179,600</u>
MISCELLANEOUS REVENUES					
Miscellaneous	2,110	1,000	1,650	1,000	13,300
OTHER FINANCING SOURCES					
Transfers from CDBG	55,527	53,300	19,388	53,300	53,300
Total revenues and other financing sources	<u>\$ 4,099,600</u>	<u>\$ 4,125,500</u>	<u>\$ 2,776,648</u>	<u>\$ 4,268,800</u>	<u>\$ 4,294,100</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 2008, taxes on City properties provide 37.5% of total revenues. Special assessments of \$28,000 for a sewage system maintenance program will cover the cost of administering the septic inspections.

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 are estimated to provide 21.8% of all revenues in 2008, which is approximately \$938,200.

LICENSES AND PERMITS

Hotel and Restaurant Licenses will account for 3% of revenue in 2008. Other licenses and permits include retail food licenses, rooming house licenses and sanitary system permits.

CHARGES FOR SERVICES

Charges for services include taxes levied by Eau Claire County. In 2008, County Property Taxes will account for 23% of revenue.

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

OTHER FINANCING SOURCES

The City-County Health Department receives transfers from other funds. The Community Development Block Grant Fund of the City of Eau Claire transfers money to carry out a project of intensified housing inspections for code compliance within neighborhoods in the City consisting predominantly of persons of low and moderate income. For 2008, the funding from CDBG will be \$53,300.

Staffing

City-County Health Department

	2006	2007	2008
Director	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00
Front Office Associate	3.35	3.35	3.40
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	11.57	11.57
Health Benefits Specialist	0.10	0.10	0.10
Public Health Aide	0.45	0.45	0.45
Bilingual Health Aide	0.75	0.75	0.75
Registered Dietician	0.40	0.40	0.40
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Specialist	6.50	6.50	6.95
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
	33.60	33.75	34.25
Total FTE Positions	33.60	33.75	34.25
Grant Positions	15.02	15.87	15.87

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

2006 Highlights:

- A Tobacco-Free Partnership task force made recommendations to health care leaders in 2005, which resulted in the planning and implementation of the Tobacco Free for Health initiative. Through this initiative, all Eau Claire hospitals and clinics adopted tobacco-free campus policies effective November 16, 2006, and are providing ongoing education and cessation resources to employees. The new tobacco free policy is intended to help create a healthier environment for patients, students, visitors and employees and to improve personal health.
- The Health Department played a leadership role in the BioEx 2006 exercise. On August 3, 2006, the Health Department conducted a successful functional exercise to test countywide public health emergency response plans. Department staff, community organizations and community volunteers exercised (a) activating the Interim Pharmaceutical Stockpile for medications to treat public health staff, health care providers and first responders; (b) communicating with the medical community and media; and (c) conducting a Mass Clinic at Memorial High School to treat the public.
- The Consortium for Substance Abuse Prevention in Eau Claire County worked with a State Incentive Grant from January 2003 through June 2006 to plan, implement and evaluate four research-based programs involving school, family and community to reduce underage drinking in Eau Claire County. To continue this work with 12-17 year olds, the Consortium obtained 3-year grant funding of \$450,000 from The Wisconsin Partnership Fund for a Healthy Future provided by the UW School of Medicine and Public Health.
- The Department of Agriculture Trade and Consumer Protection evaluated the environmental and public health laboratory for the microbiological testing of food and water (surface water and drinking water) samples on December 14, 2006. Laboratory staff achieved an excellent audit with no deviations found by the state auditor.
- Through activities led by one of the public health nurses, the Altoona School District received a national School Network for Absenteeism Prevention (SNAP) recognition award from the "Healthy Schools, Healthy People - It's A SNAP" program. The program is a partnership of the U.S. Department of Health and Human Services, the Centers for Disease Control and Prevention and the Soap and Detergent Association. Students and staff worked together under public health nurse guidance to develop, implement and measure results of an educational campaign encouraging hand washing as a means of decreasing student absenteeism.

- The Wisconsin Hospital Foundation named the Eau Claire County Get-the-Shot Committee comprised of Health Department and medical community partners, as the recipient of the 2006 Global Vision Community Partnership Award. Eau Claire County has repeatedly achieved the state's highest countywide rates of influenza immunization of the elderly population. The award included recognition at a state awards luncheon and a \$2,500 grant that was used to purchase vaccine to be administered by public health nurses to uninsured individuals through organizations such as the Chippewa Valley Free Clinic.

Public Health Nursing Operation Highlights



During 2006, public health nurses 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 public health emergency and bioterrorism response planning, including conducting a pandemic influenza tabletop exercise and functional exercises of (a) the postal service Biohazard Detection System response plan, (b) deployment of the Interim Pharmaceutical Medication Stockpile, (c) a mass dispensing clinic to treat the public, and (d) a pandemic influenza mass vaccination clinic;
- successfully implemented prevention and control measures to address communicable disease outbreaks such as mumps, pertussis and norovirus in long-term care and assisted living facilities;
- provided medication administration training for Eau Claire Area School District staff;
- provided health education to child care providers through consultation, a Health Resource Workshop and health resource manuals;
- applied for and received a renewal grant to continue Community Child Care Initiatives Grant projects;
- worked with Altoona school staff to develop and implement a national award-winning student hand washing campaign;
- utilized grant funds to provide enhanced case management services for 24 children with special health care needs and their families, disseminated a customized Roadmap for Eau Claire County and contributed data to the statewide system;
- conducted epidemiologic investigation and follow-up on 607 cases of communicable disease reported to the department.

To advance record keeping, data collection and outcome measurements, administration and staff worked with information system experts to enhance use of computer software data systems including:

- the web-based public health data system (SPHERE);
- the WIC system (ROSIE);
- the Wisconsin Immunization Registry (WIR); and
- the nursing division's new documentation and data system (CareFacts).

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

- continued the Community Nutrition Program, teaching 19 classes, writing 12 articles and providing 8 television appearances;
- applied for and received a grant to conduct a Safe STEPS to School project, setting up safe routes programs in four elementary schools;
- worked with UW Stout dietitian students to teach fruits & vegetables nutrition at Farmer's Market;
- provided nutrition leadership in local and statewide initiatives;
- facilitated Childhood Nutrition Coalition activity such as publishing the "Eat Well – Play Hard" parent newsletter
- co-chaired the Chippewa Valley Breastfeeding Task Force and facilitated its Mothertime Breastfeeding Support Group; and
- provided nutrition consultation for children enrolled in Head Start who are at high-risk.

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

- procure a State grant and initiate a PATHFINDER project with school/day care staff and health care providers to support children with special behavioral/mental health issues and their families;
- utilize the Get-the-Shot Committee's collaboration award funds to provide free-of-charge influenza immunizations to uninsured high-risk groups at the Free Clinic, domestic violence shelter and homeless shelters, and
- represent the emergency evacuation needs of senior citizens, medically fragile residents, school/daycare children, persons with behavioral/mental health issues, non-English speaking residents, etc., in a county tabletop exercise.

To accomplish communitywide initiatives, public health nurses and administration partnered with many community members on collaborative initiatives, including the following:

- Served on the "Success by Six" Steering Committee, developing vision/mission statements and action plans and conducting community needs surveys;
- Provided educational displays, presentations and materials throughout the community in observance of National Brain Awareness Week;
- Developed Dr. Brain educational materials on CD and made available for purchase;
- Provided 8 early childhood brain development presentations to 196 parents and caregivers to promote positive parenting practices;
- Offered the fourth annual Western Wisconsin Brain Conference attended by 100 professionals and citizens of the Chippewa Valley with proceeds to the BRAIN Team and Family Resource Center;

- Co-chaired the Public Awareness Action Team of the Children's Mental Health Alliance-Chippewa Valley; and
- Established a Steering Committee and a Healthy Communities action plan for developing a Family-Centered Cooperative, that will bring organizations serving families together into a shared location for easy family access and cost effectiveness.

In the coming year, the public health nursing staff looks forward to continuing to work together with the community, developing effective strategies and collaborative initiatives to address the health needs of populations in our community.



Maternal and Child Health Services

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

- ◆ Provide more than 1,800 family health visits to 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 475 women with high-risk pregnancies
- ◆ Conduct community initiatives to assess and improve the health status of children and families
- ◆ Conduct 15 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, a school-based oral health program, 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 207 children and service coordination for 100 children and families
- ◆ Provide 9 nutrition consultations and 65 follow-up contacts

Communicable Disease Control

- ◆ Protect the public by minimizing the spread of diseases such as:
 - Chlamydia - Pertussis
 - E Coli - Salmonella
 - Measles - Tuberculosis
- ◆ Conduct investigations and intervention on 607 reported cases of communicable disease



- ◆ Provide communicable disease education, 900 phone consultations and TB skin testing for 540 individuals
- ◆ Assure that disease reporting and 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 3,500 immunizations through clinics to protect against these diseases:

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

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 87 individuals at risk

Sexually Transmitted Disease Clinics

- ◆ Prevent and control sexually transmitted disease in the community
- ◆ Provide screening, treatment, education contact interviews and/or follow-up for approximately 704 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 950 women
- ◆ Fees are based on ability to pay

School Health

- ◆ Serve approximately 16,000 students enrolled in 39 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 (12 print articles, 8 TV spots), displays, phone consults and 19 classes
- ◆ Work with community groups to address nutrition components in wellness initiatives

Oral Health Programs

- ◆ Serve 232 children in school based dental sealant project
- ◆ Serve 194 head start children in fluoride varnish project

Adult Health Services

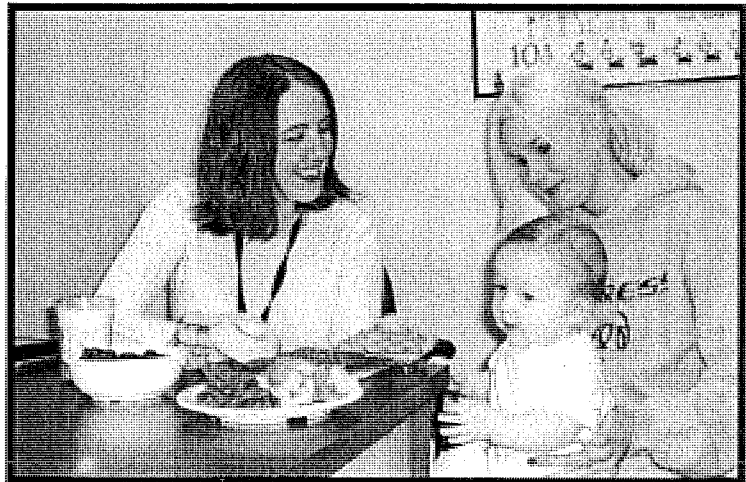
Provide interventions directed toward improving the health of vulnerable individuals and population groups in the community.

- ◆ 164 health visits and 43 phone consults to individuals at risk due to health and safety issues
- ◆ Referrals to community resources
- ◆ Health education through presentations, collaborative initiatives and the media
- ◆ Serve 265 uninsured and underinsured women in need in the Wisconsin Well Woman Program providing breast and cervical cancer and other covered health screenings from participating medical providers

WIC Program

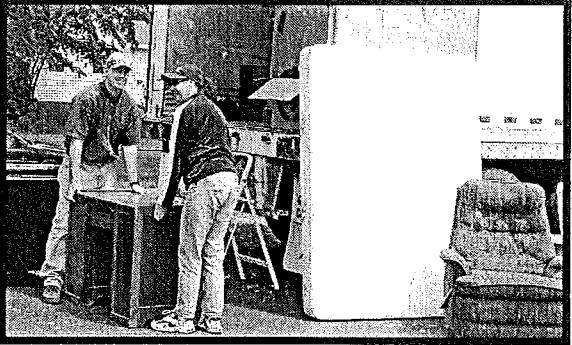
This program serves as an adjunct to health care during critical times of growth and development, providing nutritious supplemental foods, nutrition assessment and education, and referrals to area physicians and community resources –

- ◆ Provide supplemental food and nutrition program for 3,640 pregnant or breastfeeding women, infants and children under age five
- ◆ Serve more than 2,150 individuals each month
- ◆ WIC food drafts redeemed at grocery stores and pharmacies in Eau Claire County totaled \$1,242,660 in 2006.



Environmental Health Operation Highlights

Environmental health is defined by State Statute Chapter 254 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 during 2006.

- A review of restaurant inspections found a 20 percent reduction in the number of critical violations for improper holding temperatures and food safety over the last two years. Twenty-two restaurants were awarded a "Certificate of Achievement" by the Health Department for having no critical violations on two consecutive inspections. This reflects positive outcomes for a number of intervention and educational strategies that were initiated in 2005 and continued in 2006.
 - Another successful rabies clinic was conducted in cooperation with county veterinarians in April. There were 52 volunteers from the Eau Claire County Humane Association and the White Pine Animal Rehabilitation Center who helped to fill syringes and register animals. A total of 1,272 dogs and cats were vaccinated at the clinics held at Memorial High School and the Augusta Vet Clinic. Revenue from the vaccinations supports the clinic costs with extra revenue being donated to the previously mentioned organizations for their participation.
 - The 6th annual "Don't Dump It – Donate It" event took place at the UWEC Water Street parking lot in May. Interfaith Hospitality and Hope Gospel Mission participated this year, receiving approximately three semi trailers of useable items. UWEC Student Senate and the Student Environmental Public Health Club provided volunteers to distribute literature and also help on the days of the event. New this year was a container to accept recyclable items such as bottles, cans and newspapers.
- 
- All schools were inspected twice this school year, which brings them into compliance with Public Law 105.336. In addition, one of our environmental health specialists worked with appropriate school staff to help them develop hazard analysis critical control plans for their food items, which is also required by this federal law.
 - A survey was conducted in the Runway Avenue area due to concerns expressed to the Health Department about deteriorating conditions of property. Thirty-two notices of violations were sent to property owners of the duplexes to require corrections, such as deterioration on the house exterior and garage and clean up of nuisance accumulations of junk and trash in the yard. Compliance has been achieved on all but two of the properties.
 - Twenty-eight crows and three blue jays collected over the 2006 mosquito season and tested in our laboratory were found positive for West Nile Virus. This is the largest amount of birds that have tested positive since we began surveillance in 2002. There were three in 2005 and 17 in 2004. There have been no reported human cases of West Nile Virus in Eau Claire County

- The City Council adopted a re-inspection fee for housing code enforcement in October. This regulation requires a \$75 fee for each re-inspection in excess of two that are required to achieve compliance. Initial feedback is that the re-inspection fee is encouraging more timely compliance.
- The Department of Agriculture Trade and Consumer Protection evaluated our microbiological testing of food and water (surface and drinking water) samples in December. The certification for drinking water also meets the federal law required for testing public drinking water. Laboratory staff achieved an excellent audit with no deviations found by the state auditor.
- Environmental health staff was actively involved with county staff and their software vendor to develop an electronic record system for the sewage system maintenance program. It is expected that this system will be operational in mid 2007. The electronic record system will more efficiently handle the records and notification of owners of approximately 11,000 sewage systems in the county. Property owners with private sewage systems are required to be notified every three years to have their sewage system inspected and pumped.
- Lab staff tested water samples collected from streams that drain into Coon Fork Lake with the purpose of assessing ways to improve and maintain good water quality in the lake. The sampling and testing is a collaborative effort with Beaver Creek Citizen Science Center and the County Land Conservation Department.
- Beaver Creek Citizen Science Center volunteers worked with the department to encourage residents in a selective area of the county to participate in a special well testing survey to assess groundwater quality. The volunteers collected water samples from 34 residents in July. Residents received their test results along with information on how to correct any identified problems. A final report on the study will be presented to the County Groundwater Advisory Committee.



Solid Waste Management

- ◆ Investigate approximately 350 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

- ◆ Investigate odor and air pollution complaints
- ◆ Investigate indoor air quality problems, such as from mold, carbon monoxide and poor air circulation for approximately 60 citizen requests
- ◆ Conduct 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 25 complaints of food borne illness in 2006

Recreational Sanitation

- ◆ License and inspect 58 public swimming pools
- ◆ Routinely sample all public beaches and swimming pools for water quality
- ◆ Annually inspect campgrounds and parks

Rodent and Vector/Rabies Control

- ◆ Follow-up is done each year for approximately 220 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

Radiation Protection

- ◆ Radon Information Center provided consultation on radon testing and control
- ◆ Radon test kits available with 350 kits requested by the public
- ◆ Emergency response team prepared to respond to radiological emergencies

Housing Inspections and Surveys



- ◆ Housing Maintenance and Occupancy Code used as an enforcement tool in annual inspections of 153 licensed rooming houses and 472 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
- ◆ All hotels and motels licensed and inspected annually to maintain health standards
 - ◆ Mobile home parks inspected annually to assess compliance with local and state regulations

West Nile Virus (WNV)

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

Drinking Water and Ground Water Protection

- ◆ Conducted inspections of 210 new sewage systems and enforced correction of malfunctioning sewage systems
- ◆ Inspected 257 public and private wells to assess their sanitary condition

- ◆ Required proper abandonment of 47 wells that are no longer in use
- ◆ Provided consultation to approximately 258 citizens on drinking water quality problems
- ◆ Conduct investigations, sampling and testing to identify drinking water contamination problems

Public Health 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 approximately 12,000 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

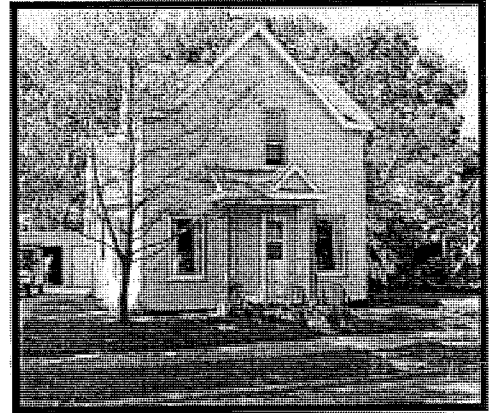
The Community Development Block Grant (CDBG) program is funded by the U.S. Department of Housing and Urban Development. The program provides annual funding to entitlement cities and communities to develop viable communities by providing decent housing and a suitable living environment, and by expanding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

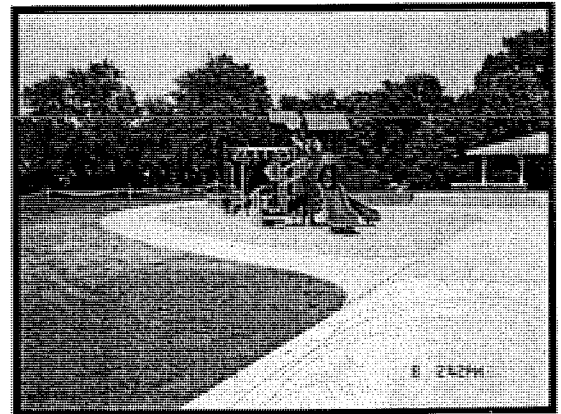
- ◆ Rehabilitation of structures
- ◆ Public services
- ◆ Acquisition of real property
- ◆ Relocation and property clearance
- ◆ Activities relating to energy conservation
- ◆ Public facilities and improvements
- ◆ Removal of deteriorated structures
- ◆ Handicap accessibility

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 preservation of properties with special or historical values
- ◆ Elimination of slums and blight
- ◆ Spatial deconcentration of low-income housing



Housing Rehabilitation



*North Riverfront's
Neighborhood Playground Equipment*

Overview of Revenues & Expenditures
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COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY

		2006		2007		2007		2008	
		<u>Actual</u>		<u>Budget</u>		<u>6-Month Actual</u>		<u>2007 Projection</u>	<u>2008 Budget</u>
Operating Budget									
Revenues and Other Financing Sources:									
Intergovernmental	\$	433,844	\$	656,700	\$	465,805	\$	656,700	\$ 655,300
Miscellaneous & Program Income		<u>557,395</u>		<u>121,700</u>		<u>429,965</u>		<u>121,700</u>	<u>250,000</u>
Total Revenues and Other									
Financing Sources		<u>991,239</u>		<u>778,400</u>		<u>895,770</u>		<u>778,400</u>	<u>905,300</u>
Expenses and Other Financing Uses:									
Personal Services		104,002		121,400		53,240		121,400	74,800
Contractual Services		95,774		45,900		53,671		45,900	20,200
Utilities		542		1,400		419		1,400	500
Materials & Supplies		20,086		2,800		7,936		2,800	2,500
Contributions & Other		248,650		153,900		50,757		153,900	142,100
Capital Outlay		261,882		0		121,612		0	117,300
Other Financing Uses		209,336		331,300		404,853		331,300	347,900
Other Loans		234,198		121,700		-		121,700	200,000
Total Expenses and									
Other Financing Uses		<u>1,174,470</u>		<u>778,400</u>		<u>692,488</u>		<u>778,400</u>	<u>905,300</u>
Excess (Deficiency) of									
Funding Sources Over Uses	\$	<u>(183,231)</u>	\$	<u>-</u>	\$	<u>203,282</u>	\$	<u>-</u>	\$ <u>-</u>
Working Capital/Available Fund Balance									
Beginning Balance	\$	-	\$	-	\$	-	\$	-	-
Changes in Available Balances:									
From operations		(183,231)		-		-		-	-
To/From deferred revenue		<u>183,231</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 the 2007-2008 fiscal year is \$655,300. Miscellaneous revenues estimated at \$250,000 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, Feed My People, Children's Service Society, 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, correcting code violations and weatherizing homes.

Revenue Detail

Community Development Block Grant

Revenue Classification	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
INTERGOVERNMENTAL REVENUES					
Block grant funds	\$ <u>433,844</u>	\$ <u>656,700</u>	\$ <u>465,805</u>	\$ <u>656,700</u>	\$ <u>655,300</u>
MISCELLANEOUS					
Program income	<u>557,395</u>	<u>121,700</u>	<u>429,965</u>	<u>121,700</u>	<u>250,000</u>
Total revenues	\$ <u><u>991,239</u></u>	\$ <u><u>778,400</u></u>	\$ <u><u>895,770</u></u>	\$ <u><u>778,400</u></u>	\$ <u><u>905,300</u></u>

INTERGOVERNMENTAL REVENUES

The City of Eau Claire receives an annual entitlement grant from the U.S. Department of Housing and Urban Development for Community Development Block Grant programs. The Community Development Block Grant Program was developed to give priority to activities that benefit low and moderate-income persons or aid in the prevention or elimination of slums and blight. Activities under this program include loans for housing rehabilitation. The grant for August 2007 – July 2008 is \$655,300.

MISCELLANEOUS

Loan repayments are estimated as follows:

Housing Rehab Installment Loan Repayments	\$212,500
Housing Rehab Deferred Loan Repayments	<u>37,500</u>
Total Loan Repayments	<u>\$250,000</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 \$905,300.

Staffing

Community Development Block Grant

	2006	2007	2008
Administrator - Housing Division	0.50	0.50	0.28
Housing Rehabilitation Specialist	1.00	1.00	1.00
Accounting Assistant	-	-	0.03
Office Associate	0.10	0.10	0.15
Senior Program Specialist - CDBG	0.90	-	-
Program Specialist - CDBG & HOME	0.50	-	-
Program Specialist	-	1.40	1.55
Rental Specialist	0.10	0.10	0.05
 Total FTE Positions	 3.10	 3.10	 3.06

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

Operation Highlights

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



Activities

In May 2007, the Eau Claire City Council approved the following CDBG projects totaling \$905,300:

	Grant	655,300		
	(8-1-07 to 7-31-08)			
	Estimated Program Inc.	250,000		
	Total	\$ 905,300		
<u>Public Services</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.		7,000		
Hmong Association - Housing Liaison		12,500		
Police Department - Community Liaison		10,000		
Police Department - Coalition for Youth		33,200		
Western Dairyland - Homeless Havens		7,000		
Total		135,700		
<u>Intensified Code Enforcement</u>				
City/County Health Department	\$	56,300		
<u>Public Facilities and Improvements</u>				
Alley Improvements		100,000		
			<u>Homeownership</u>	
			Eau Claire Housing Division	148,400
			Chippewa Valley Habitat for Humanity	15,600
			<u>Rehabilitation</u>	
			Housing Rehabilitation	200,000
			Lead Based Paint	17,300
			<u>Acquisition, Relocation & Clearance</u>	
			N Barstow - Redevelopment Authority	54,000
			<u>Planning</u>	
			North Riverfronts Neighborhood Association	800
			Comprehensive Plan	30,000
			Planning & Management	49,200
			<u>Program Administration</u>	
			Administration	98,000
			CDBG Total	\$ 905,300

Housing Rehabilitation Operation Highlights

Since 1977 the City of Eau Claire has invested \$29,150,000 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 877 homes in the City of Eau Claire. Over \$6,750,000 has been loaned to homeowners and investors to correct code deficiencies and improve housing. The City Housing Division receives approximately \$200,000-\$220,000 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 \$2.9 million has been allocated to area public service providers over the last 19 years to increase and improve social service programs for the City's low-income population. Examples of programs which have been funded include:

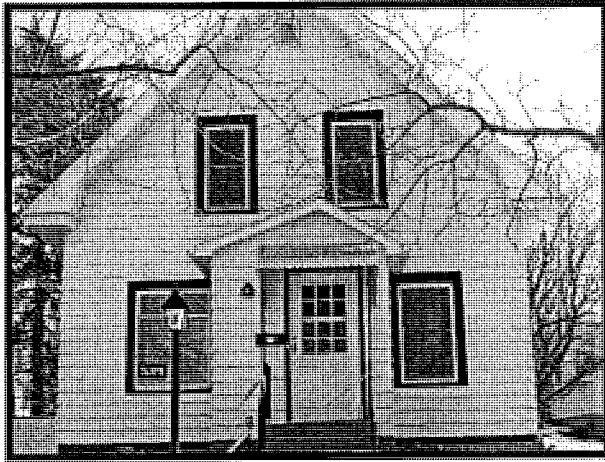
- Feed My People –Local food bank
- Bolton Refuge House – Vocational advocacy program
- Building Families – Program to prevent child abuse
- Interfaith Hospitality – Emergency shelter for homeless families
- Chippewa Valley Free Clinic – Primary health care services
- Western Dairyland – Assistance for 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



Homeownership

In 1991, thirteen 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, 1999, 2005, 2006 and 2007, eighteen additional homes were purchased for this program from the proceeds of the sales of the original homes and new CDBG funding.



Before

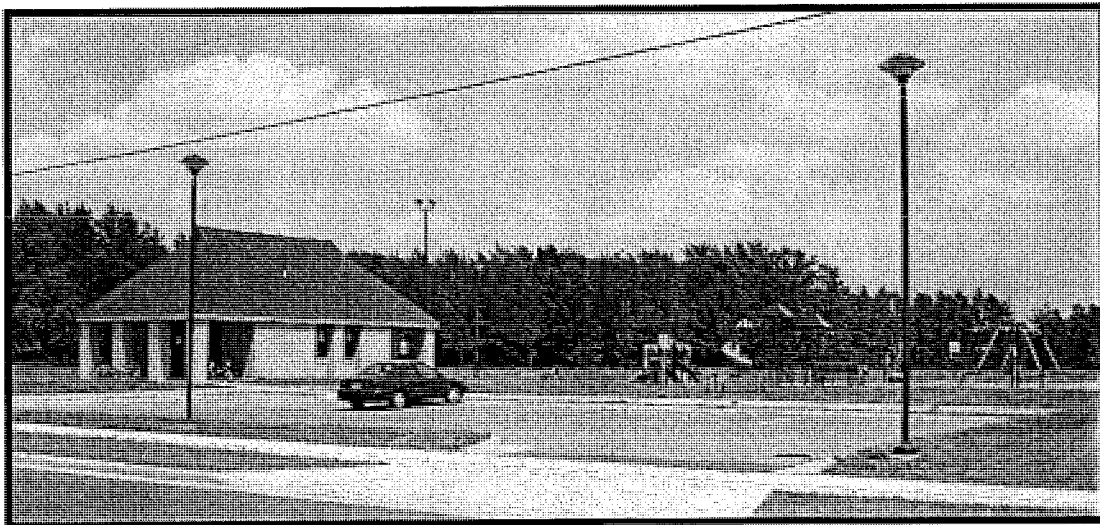


After

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 \$1,137,000 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 North Riverfront 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 \$145,000. 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
Sundet Park



Fifth Avenue
Niagara Street
Bellinger Street
E. Madison Street
Owen Park
Runway Avenue
Forest Street
Jeffers Road
North Riverfronts

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.

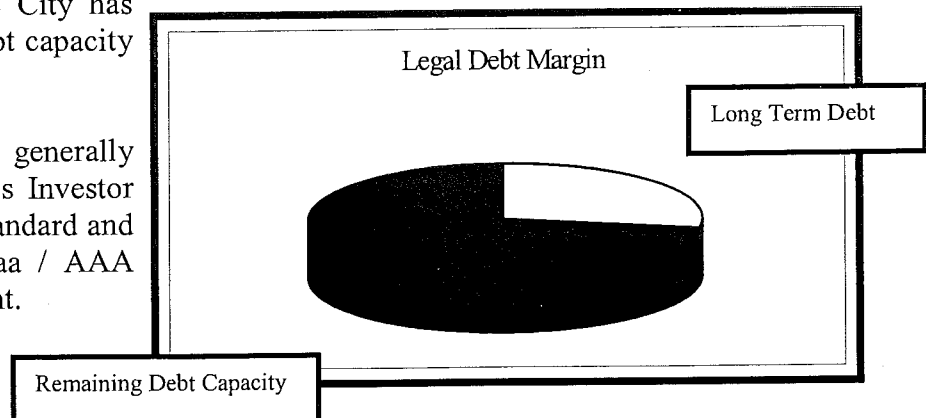
The City of Eau Claire has three types of debt issues:

- ◆ 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: 24
 - ◆ Total outstanding debt as of 12/31/07: \$51,933,213.55
- ◆ 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: 19
 - ◆ Total outstanding debt as of 12/31/07: \$18,005,000
- ◆ Revenue bonds are issued by the Water and Sewer Utilities for capital construction projects and are backed by user fees generated from operations in the enterprise funds. **These issues are recorded in the applicable fund and are not shown in the Debt Service Fund.**
 - ◆ Number of debt issues: 5 Water & 1 Sewer
 - ◆ Total outstanding debt as of 12/31/07:
Water = \$9,780,000; Sewer = \$505,000

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 70% of the total debt capacity remaining.

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



Overview of Revenues and Expenditures

DEBT SERVICE BUDGET SUMMARY

		2006		2007		2007		2008	
		<u>Actual</u>		<u>Budget</u>		<u>6-Month Actual</u>		<u>2007 Projection</u>	<u>2008 Budget</u>
Operating Budget									
Revenues and Other Financing Sources:									
Taxes	\$	2,111,599	\$	1,619,000	\$	1,581,032	\$	1,753,600	\$ 1,563,700
Intergovernmental		1,818		1,000		-		2,500	2,200
Charges for Services		48,500		48,500		6,250		48,500	48,500
Miscellaneous		789,625		455,500		702,093		763,500	537,700
Other Financing Sources		<u>2,731,055</u>		<u>2,963,600</u>		<u>-</u>		<u>2,963,600</u>	<u>3,526,700</u>
Total Revenues and Other Financing Sources		<u>5,682,597</u>		<u>5,087,600</u>		<u>2,289,375</u>		<u>5,531,700</u>	<u>5,678,800</u>
Expenditures and Other Financing Uses:									
Contractual Services		2,434		14,300		3,770		15,200	15,700
Principal - G.O. Bonds		1,515,000		1,675,000		1,675,000		1,675,000	2,065,000
Principal - S/A Bonds		1,895,000		2,055,000		2,055,000		2,055,000	1,640,000
Principal - Notes Payable		34,345		35,800		35,719		35,800	37,200
Interest - G.O. Bonds		1,037,229		1,084,600		568,761		946,600	1,390,200
Interest - S/A Bonds		369,738		349,400		203,337		349,400	352,100
Interest - Notes Payable		5,833		4,500		4,460		4,500	3,100
Arbitrage - Rebates		<u>-</u>		<u>10,000</u>		<u>-</u>		<u>10,000</u>	<u>125,000</u>
Total Expenditures and Other Financing Uses		<u>4,859,579</u>		<u>5,228,600</u>		<u>4,546,047</u>		<u>5,091,500</u>	<u>5,628,300</u>
Excess (Deficiency) of Funding Sources Over Uses	\$	<u>823,018</u>	\$	<u>(141,000)</u>	\$	<u>(2,256,672)</u>	\$	<u>440,200</u>	\$ <u>50,500</u>
Available Fund Balance for Debt Service									
Beginning Balance	\$	8,039,107	\$	8,214,806			\$	8,862,125	\$ 9,302,325
Changes in Available Balances:									
From operations		<u>823,018</u>		<u>(141,000)</u>				<u>440,200</u>	<u>50,500</u>
Ending Balance	\$	<u>8,862,125</u>	\$	<u>8,073,806</u>			\$	<u>9,302,325</u>	\$ <u>9,352,825</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 2008.

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. Interest rates have increased since 2005.

OTHER FINANCING SOURCES

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

EXPENDITURES

DEBT PAYMENTS

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

Revenue Detail

Revenue Classification	Debt Service				
	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
TAXES					
Incremental taxes-T.I.F. #4	\$ -	\$ -	\$ -	\$ -	\$ -
Incremental taxes-T.I.F. #6	\$ 199,712	\$ 208,000	\$ 130,891	\$ 204,100	\$ 219,700
Current special assessments	1,194,452	1,111,000	1,249,098	1,249,500	1,044,000
Special assessments-advance pay.	714,494	300,000	201,043	300,000	300,000
Deferred S/A-Hardship	2,941	-	-	-	-
Total taxes	<u>2,111,599</u>	<u>1,619,000</u>	<u>1,581,032</u>	<u>1,753,600</u>	<u>1,563,700</u>
CHARGES FOR SERVICES					
Artificial Turf	<u>48,500</u>	<u>48,500</u>	<u>6,250</u>	<u>48,500</u>	<u>48,500</u>
INTERGOVERNMENTAL REVENUES					
State aid -Computer Tax Exp	<u>1,818</u>	<u>1,000</u>	<u>-</u>	<u>2,500</u>	<u>2,200</u>
MISCELLANEOUS					
Interest & Misc. reimbursements	680,760	400,000	644,312	686,500	484,700
Interest income-T.I.F. #4	69,872	40,000	33,699	40,000	13,000
Interest income-T.I.F. #6	38,993	15,500	24,082	37,000	40,000
Total miscellaneous	<u>789,625</u>	<u>455,500</u>	<u>702,093</u>	<u>763,500</u>	<u>537,700</u>
OTHER FINANCING SOURCES					
Transfers from other funds:					
General fund	2,731,055	2,963,600	-	2,963,600	3,526,700
Library	-	-	-	-	-
Total other financing sources	<u>2,731,055</u>	<u>2,963,600</u>	<u>-</u>	<u>2,963,600</u>	<u>3,526,700</u>
Total revenues and other financing sources	<u>\$ 5,682,597</u>	<u>\$ 5,087,600</u>	<u>\$ 2,289,375</u>	<u>\$ 5,531,700</u>	<u>\$ 5,678,800</u>

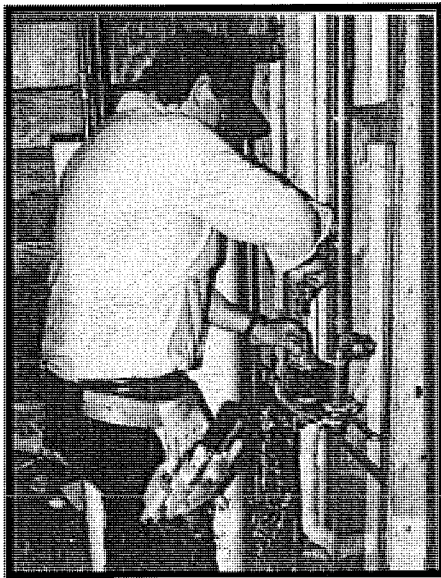
WATER UTILITY

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 2711 Riverview Drive.

Programs & Services

Major Operations

- ◆ Water Treatment Plant Operations
- ◆ Maintenance of Treatment Plant
- ◆ Valve and Hydrant Maintenance
- ◆ Meter Reading-all meters read 4 times a year
- ◆ Water Meter Repair Shop



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 25,000 customers within city limits of City of Eau Claire--plus former Washington Heights Sanitary District customers in southeast part of city

Hydrants are flushed to assure clean water lines.



Overview of Revenues and Expenditures

WATER UTILITY BUDGET SUMMARY

		2006		2007		2007		2008
		<u>Actual</u>		<u>Budget</u>		<u>6-Month Actual</u>	<u>2007 Projection</u>	<u>Budget</u>
Operating Budget								
Revenues:								
Charges for Services	\$	7,294,548	\$	7,397,400	\$	3,379,578	\$	7,719,400
Other Operating		207,719		198,000		50,308		207,000
Miscellaneous		68,139		73,100		16,451		73,100
Non-Operating		246,265		208,000		153,858		215,000
Total Revenues		<u>7,816,671</u>		<u>7,876,500</u>		<u>3,600,195</u>		<u>8,214,500</u>
Expenses:								
Personal Services		1,805,666		2,101,200		968,637		2,189,900
Contractual Services		307,998		277,800		103,505		282,700
Utilities		440,793		424,500		175,812		476,500
Fixed Charges		1,443,577		1,777,700		879,072		1,742,900
Materials & Supplies		363,932		359,300		155,086		384,500
Non-Operating -Proprietary Funds		702,092		736,000		352,882		714,300
Total Expenses and Other Financing Uses		<u>5,064,058</u>		<u>5,676,500</u>		<u>2,634,994</u>		<u>5,569,900</u>
Excess (Deficiency) of Funding Sources Over Uses	\$	<u>2,752,613</u>	\$	<u>2,200,000</u>	\$	<u>965,201</u>	\$	<u>2,343,600</u>
Working Capital/Available Fund Balance								
Beginning Balance	\$	301,530	\$	548,570	\$	(166,012)	\$	1,297,388
Changes in Available Balances:								
From operations		2,752,613		2,200,000			2,343,600	2,423,700
Contributed capital		201,385		86,000			86,000	86,000
Increase in Restricted Cash		(1,713)						(182,764)
Amortized Debt Discount		6,621						
Change in Payables/Receivables		(59,723)						
Principal payment - debt		(939,925)		(986,200)			(986,200)	(1,099,000)
Tsf to capital projects/reserves		(2,426,800)		(1,028,286)			20,000	(1,930,000)
Ending Balance	\$	<u>(166,012)</u>	\$	<u>820,084</u>	\$	<u>1,297,388</u>	\$	<u>595,324</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES

Water Rates

The Public Service Commission (PSC) regulates water rates and established a 7% rate increase to the water utility effective October 1, 2006. The rate increase was necessitated by the utility's 20% investment in plant improvements and 20% increase in expenditures since the last rate case in 2001. An abbreviated rate case submission to the PSC is projected for 2008. If approved, the utility may be granted a 3% rate increase.

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

Beginning in 2007, a portion of wages and benefits related to the meters has been charged directly to the Sewer Utility. This has resulted in about a 40% savings in payroll costs. However, the payroll savings is offset by the loss of the reimbursement formerly paid by the Sewer Utility.

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 2007 payment-in-lieu of taxes is estimated at \$1,193,400.

CAPITAL OUTLAY & EQUIPMENT PURCHASES

The Capital Improvement Program (CIP) outlines major water system projects proposed in the next five years. 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				
	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
OPERATING REVENUES					
Plumbing permits	\$ -	\$ 2,000	\$ 1,030	\$ 2,000	\$ 2,000
Charges for services:					
General customers:					
Residential	3,565,831	3,536,000	1,638,336	3,536,000	3,800,000
Commercial	1,287,163	1,350,000	604,525	1,350,000	1,383,000
Industrial	747,943	800,000	380,769	800,000	825,000
Public	297,775	304,400	111,830	304,400	304,400
Fire protection:					
Private	45,547	48,000	23,127	48,000	48,000
Public	1,233,198	1,240,000	619,961	1,240,000	1,240,000
Unmetered sales:					
Commercial	939	1,000	-	1,000	1,000
Public	116,152	116,000	-	116,000	116,000
Total charges for services	<u>7,294,548</u>	<u>7,397,400</u>	<u>3,379,578</u>	<u>7,397,400</u>	<u>7,719,400</u>
OTHER OPERATING REVENUES					
Forfeited discounts	71,175	69,000	20,094	69,000	69,000
Service charges for sewer collection	98,408	93,000	-	93,000	98,000
Miscellaneous service revenue	38,136	36,000	30,214	36,000	40,000
Total other operating revenues	<u>207,719</u>	<u>198,000</u>	<u>50,308</u>	<u>198,000</u>	<u>207,000</u>
MISCELLANEOUS REVENUES					
Misc. Reimb- Air Stripper	55,258	60,100	16,451	60,100	60,100
M & J Revenues	12,750	13,000	-	13,000	13,000
Misc. Reimb	131	-	-	-	-
Total other operating revenues	<u>68,139</u>	<u>73,100</u>	<u>16,451</u>	<u>73,100</u>	<u>73,100</u>
NON-OPERATING REVENUES					
Interest:					
Investments	226,461	158,000	153,823	195,000	165,000
Int.- Installment S/A	19,804	50,000	35	50,000	50,000
Other budgeted receipts	-	-	-	-	-
Total non-operating revenues	<u>246,265</u>	<u>208,000</u>	<u>153,858</u>	<u>245,000</u>	<u>215,000</u>
Total revenues	<u>\$ 7,816,671</u>	<u>\$ 7,876,500</u>	<u>\$ 3,600,195</u>	<u>\$ 7,913,500</u>	<u>\$ 8,214,500</u>

OPERATING REVENUES

Charges for Services

Water Utility rates are regulated by the Public Service Commission. The following rates are effective October 1, 2006. Rates are based on a declining scale depending on usage as follows:

Quarterly Service Charge 5/8" and 3/4" Meters: \$15.60

First 7,500 C.F. = \$1.31 per 100 C.F.

Next 742,500 C.F. = \$1.13 per 100 C.F.

Over 750,000 C.F. = \$0.79 per 100 C.F.

Water Utility Customers and Operating Revenues

	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007 Est</u>	<u>2008 Est</u>
Average Number of Customers	24,270	24,675	25,052	25,389	25,646	25,825
Operating Revenue (000's)	\$ 6,986	\$ 6,846	\$ 7,150	\$ 7,600	\$ 7,666	7,987.00

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 2007 is estimated to be \$49.95 with public fire protection, based on 19 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

	2006	2007	2008
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	1.00	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
	<u>29.00</u>	<u>29.00</u>	<u>29.00</u>
Total FTE Positions	<u>29.00</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.

Cross-divisional charges include:

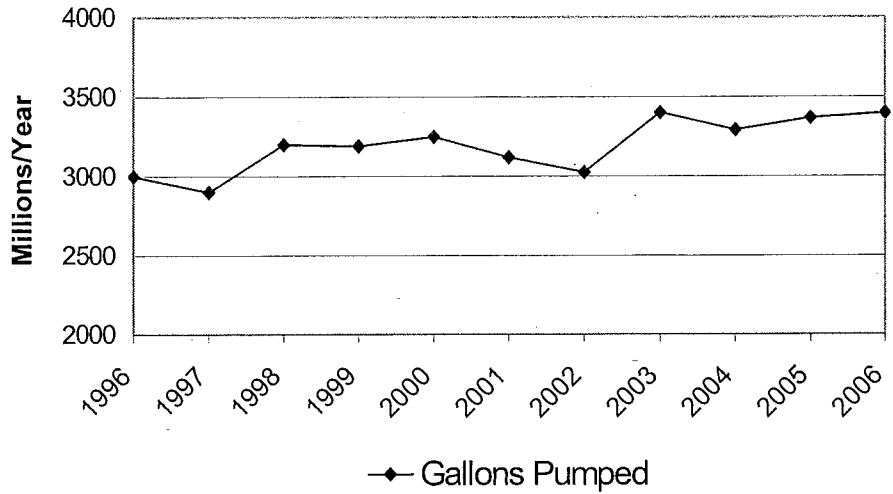
- 50% of the Utilities Administrator's time is charged out to Sewer
- 40% of the Utilities Chemist's time assigned to Sewer is charged back to Water
- 40% of the Assistant Chemist's time assigned to Sewer is charged back to Water
- 30% of the Utility Engineer's time assigned to Sewer is charged back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



Oakwood Hills Water Tower

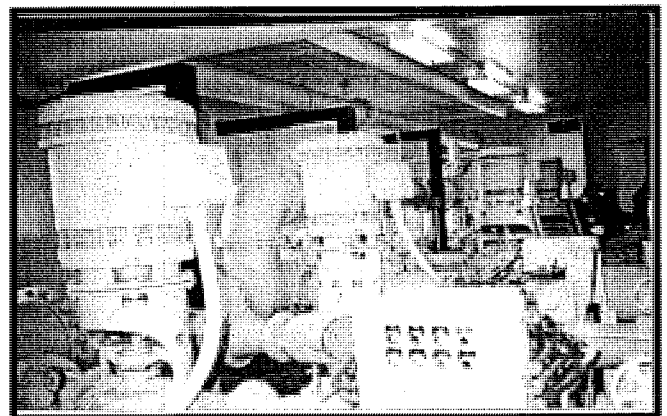
Operation Highlights

Water Usage



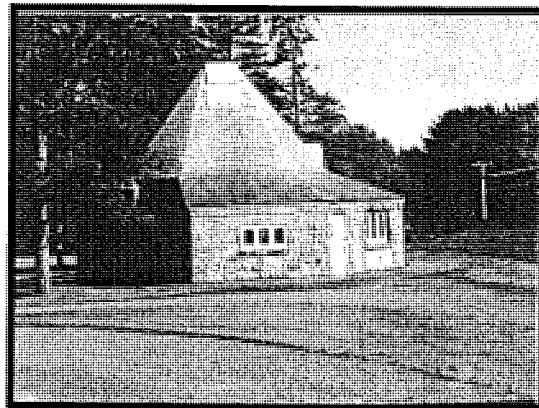
	<u>1995</u>	<u>2000</u>	<u>2006</u>
Average Number of Water Customers	21,233	22,732	25,389
Total Gallons Pumped (in thousands)	2,844,950	3,250,349	3,399,614
Average Water Used Per Person Per Day	133	144	141
Miles of Water Main	305	334	357
Average Quarterly Residential Bill, 25 ccf	\$ 33.35	\$ 37.44	\$ 48.35

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



Facilities

- ◆ Water Treatment Plant
- ◆ 15 Operating Wells
 - Average daily pumpage - 9.31 million gallons
 - Maximum daily pumpage - 18 million gallons
- ◆ 6 Water Booster Stations
- ◆ 357 Miles of Water Main (2" thru 30")
- ◆ Water Towers and Reservoirs -
 - Total storage capacity = 16.1 million gallons
 - Oakwood Hills Tower - .5 million gallons
 - Damon Street Reservoir – 5.6 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
- ◆ 3,534 Fire Hydrants
- ◆ Meter Repair Shop located at Central Maintenance Facility
- ◆ 25,190 Customers and Water Service Connections



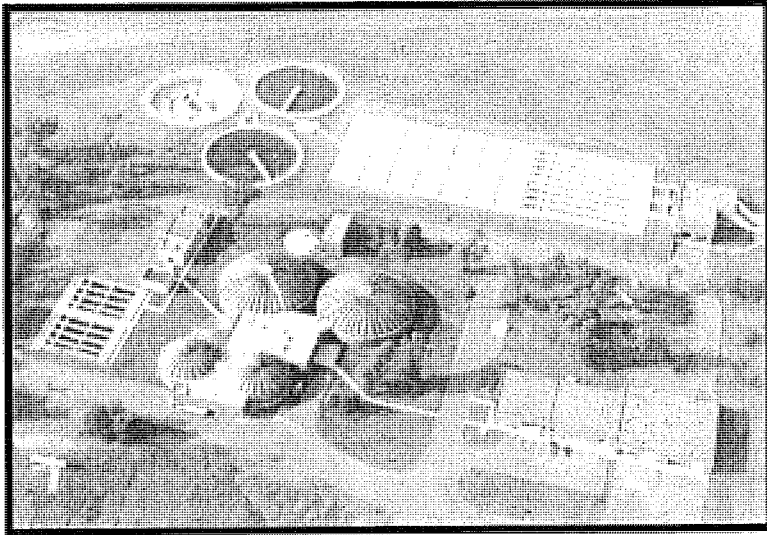
Fifteen city wells are located off Riverview Drive.

Equipment

Part of central equipment fund/replacement is funded by reserve

- ◆ 11 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 24,000 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

SEWER UTILITY BUDGET SUMMARY

	<u>2006</u>	<u>2007</u>	<u>2007</u>	<u>2007</u>	<u>2008</u>
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 6,209,319	\$ 6,415,800	\$ 2,987,832	\$ 6,415,800	\$ 6,792,000
Other Operating	79,770	80,500	19,354	80,500	85,500
Non-Operating	384,264	255,000	244,875	255,000	255,000
Total Revenues	<u>6,673,353</u>	<u>6,751,300</u>	<u>3,252,061</u>	<u>6,751,300</u>	<u>7,132,500</u>
Expenses:					
Personal Services	1,943,437	2,288,300	930,119	2,288,300	2,433,400
Contractual Services	949,581	571,100	250,465	569,500	617,600
Utilities	388,787	425,400	141,855	425,400	476,000
Fixed Charges	465,408	466,100	227,657	466,100	473,800
Materials & Supplies	436,923	492,400	208,506	494,000	532,200
Non-Operating -Proprietary Funds	108,548	94,300	45,165	94,300	77,900
Other Financing Uses	75,000	75,000	-	75,000	250,000
Total Expenses and					
Other Financing Uses	<u>4,367,684</u>	<u>4,412,600</u>	<u>1,803,767</u>	<u>4,412,600</u>	<u>4,860,900</u>
Excess (Deficiency) of					
Revenues Over Expenses	<u>\$ 2,305,669</u>	<u>\$ 2,338,700</u>	<u>\$ 1,448,294</u>	<u>\$ 2,338,700</u>	<u>\$ 2,271,600</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 2,632,754	\$ 3,497,645		\$ 3,598,380	\$ 4,226,780
Changes in Available Balances:					
From operations	2,305,669	2,338,700		2,338,700	2,271,600
Loss on disposal of Fixed Assets	818	-		-	-
Amortized Debt Discount	7,180	-		-	-
Change in Payables/Receivables	(25,923)	-		-	-
Contributed capital	218,950	127,000		127,000	127,000
Increase/Reduction in restricted cash	(11,870)	-		-	8,250
Principal payments - debt	(519,698)	(537,300)		(537,300)	(545,000)
Transfer to capital/reserves	(1,009,500)	(1,300,000)		(1,300,000)	(2,730,000)
Ending Balance	<u>\$ 3,598,380</u>	<u>\$ 4,126,045</u>		<u>\$ 4,226,780</u>	<u>\$ 3,358,630</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. Beginning in 2008, a series of rate increases will be necessary to build the revenue base sufficiently to pay the debt service on the Phase II Treatment Plant Improvements estimated at \$35 million.

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

Payroll costs will increase about 6.3% primarily due to the projected increase in health insurance.

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

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

Revenue Detail

Revenue Classification	Sewer Utility				
	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
OPERATING REVENUES					
Charges for services:					
Residential	\$ 2,699,467	\$ 2,760,000	\$ 1,375,957	\$ 2,760,000	\$ 2,930,000
Commercial	1,661,348	1,750,000	784,014	1,750,000	1,800,000
Industrial	951,644	952,000	460,472	952,000	1,094,000
Public	310,317	360,000	133,577	360,000	360,000
Industrial surcharge	379,828	375,000	191,375	375,000	380,000
Industrial pretreatment	46,266	38,800	(310)	38,800	48,000
Other sewer services	160,449	180,000	42,747	180,000	180,000
Total charges for services	<u>6,209,319</u>	<u>6,415,800</u>	<u>2,987,832</u>	<u>6,415,800</u>	<u>6,792,000</u>
OTHER OPERATING REVENUES					
Forfeited discounts	57,715	55,000	15,592	55,000	60,000
Miscellaneous service revenues	22,055	25,500	3,762	25,500	25,500
Total other operating revenues	<u>79,770</u>	<u>80,500</u>	<u>19,354</u>	<u>80,500</u>	<u>85,500</u>
Total operating revenues	<u>6,289,089</u>	<u>6,496,300</u>	<u>3,007,186</u>	<u>6,496,300</u>	<u>6,877,500</u>
NON-OPERATING REVENUES					
Interest:					
Investments	356,877	189,700	244,695	189,700	189,700
Interest - Installment S/A	21,128	65,300	27	65,300	65,300
Miscellaneous	6,259	-	153	-	-
Total non-operating revenues	<u>384,264</u>	<u>255,000</u>	<u>244,875</u>	<u>255,000</u>	<u>255,000</u>
Total revenues	<u>\$ 6,673,353</u>	<u>\$ 6,751,300</u>	<u>\$ 3,252,061</u>	<u>\$ 6,751,300</u>	<u>\$ 7,132,500</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 rate of \$2.04 per 100 cubic feet of water used has been in effect since January 1, 1998. Beginning in 2008, a series of rate increases will be implemented to build the revenue base for the Phase II plant improvements estimated at \$35 million. A 6% rate increase is proposed for 2008, bringing the rate to \$2.16 ccf 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.

Sewer Utility Customers, Sewer Rates and Operating Revenues

	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007 est</u>	<u>2008 est</u>
Average Number of Customers	23,431	23,846	24,214	24,536	24,795	24,975
User Rate Per 100 CF	\$2.04	\$2.04	\$2.04	\$2.04	\$2.04	\$2.16
Operating Revenue (000's)	\$6,025	\$5,833	\$6,156	\$6,295	\$6,496	\$6,877

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 are in excess of the approved limits is subject to this surcharge.

The average residential customer's quarterly sewer bill for 2008 is currently estimated at \$54.00, 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

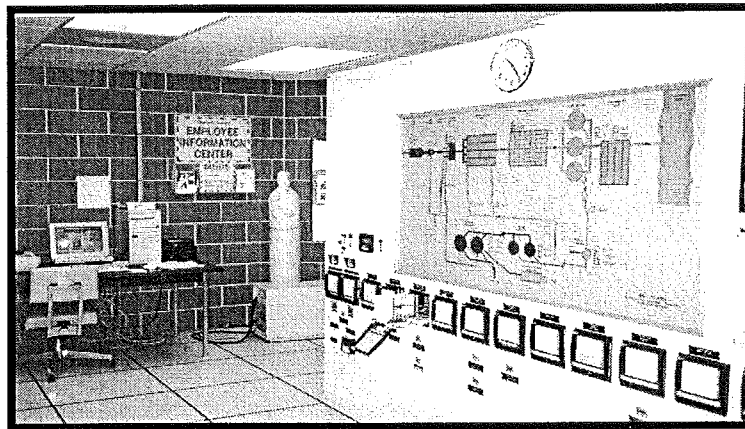
	2006	2007	2008
Utilities Chemist	1.00	1.00	1.00
Wastewater Collection Superintendent	1.00	1.00	1.00
Wastewater Plant Supervisor	1.00	1.00	1.00
Utilities Engineer	1.00	1.00	1.00
Assistant Chemist	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Operator II	2.00	2.00	2.00
Serviceman II	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00
Operator I	10.00	10.00	10.00
Serviceman	7.00	7.00	7.00
	<u>26.50</u>	<u>26.50</u>	<u>26.50</u>
Total FTE Positions	<u>26.50</u>	<u>26.50</u>	<u>26.50</u>

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

Cross-divisional charges include:

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

Operation Highlights



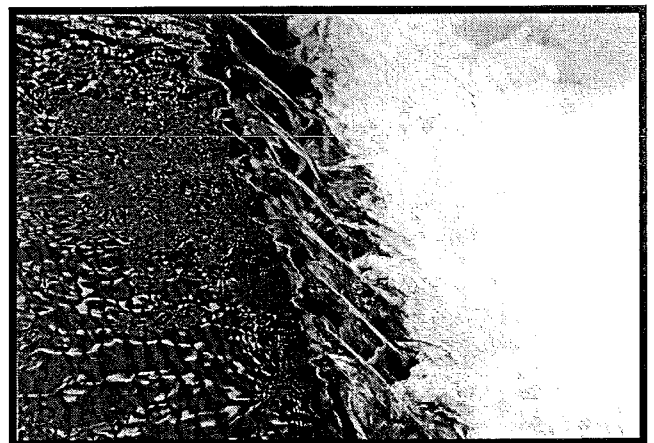
Wastewater Treatment Plant Control Panel

Operating Statistics

	<u>1995</u>	<u>2000</u>	<u>2006</u>
Average number of Sewer Utility Customers	20,326	22,196	24,536
Total gallons treated (in thousands)	2,380,561	2,444,952	2,031,175
Average gallons treated per person per day (Population 65,848)	111	108	85
Miles of sewers	248	287	316
Average quarterly residential bill	\$46.50	\$46.92	\$46.92

Effluent Quality (Discharge to Chippewa River)

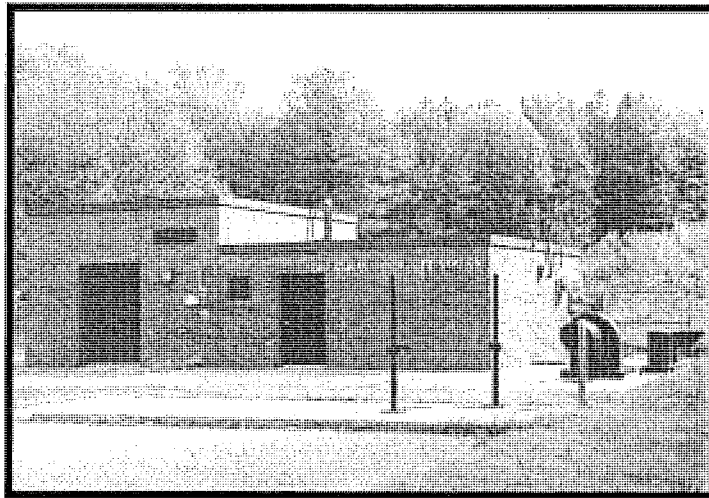
<u>Parameter</u>	<u>Permit Limits</u>	<u>2006 Average Discharge</u>
Oxygen Demand (CBOD)	25 mg/l	13 mg/l
Suspended Solids (TSS)	30 mg/l	13 mg/l
pH	6-9	7.2
Phosphorous	1.0 mg/l	0.9 mg/l



Clear Water in Chlorine Chamber

Facilities

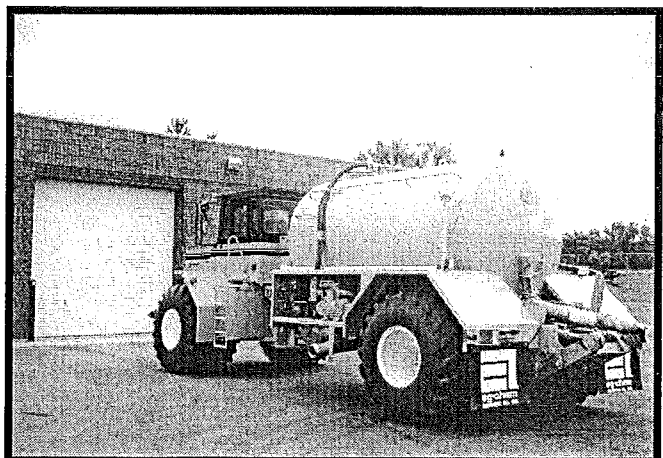
- ◆ Wastewater Treatment Plant
 - Capacity - 12 million gallons per day
 - Currently treating – 5.57 million gallons per day
- ◆ 24 Sewage Pump Stations - Various Locations
- ◆ 316 Miles of Sewer Main (8" to 60")
- ◆ Over 24,000 Customers and Connections to the Sewer System
- ◆ Testing Laboratory at 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
- ◆ 1 Set of bucket machines
- ◆ 1 One-ton dump truck



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
- ◆ Review and approve site plans, and approve grading and drainage plans in new development

Overview of Revenues and Expenditures

STORM WATER MANAGEMENT BUDGET SUMMARY

	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 2,441,470	\$ 2,638,000	\$ 1,302,467	\$ 2,638,000	\$ 2,900,000
Other Operating	19,061	15,000	6,357	15,000	21,000
Miscellaneous	67,388	30,000	43,760	50,000	45,000
Total Revenues	<u>2,527,919</u>	<u>2,683,000</u>	<u>1,352,584</u>	<u>2,703,000</u>	<u>2,966,000</u>
Expenditures and Other Financing Uses:					
Personal Services	296,300	424,000	137,233	424,000	453,500
Contractual Services	157,745	237,800	32,723	237,800	234,500
Utilities	58,217	62,200	501	62,200	63,900
Fixed Charges	381,330	318,400	159,452	318,400	324,700
Materials & Supplies	13,638	44,200	7,485	44,200	45,000
Non-Operating -Proprietary Funds	636,494	679,300	300,460	626,800	660,800
Other Financing Uses	301,200	447,800	-	447,800	700,200
Total Expenditures and Other Financing Uses	<u>1,844,924</u>	<u>2,213,700</u>	<u>637,854</u>	<u>2,161,200</u>	<u>2,482,600</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 682,995</u>	<u>\$ 469,300</u>	<u>\$ 714,730</u>	<u>\$ 541,800</u>	<u>\$ 483,400</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 1,472,603	\$ 193,618		\$ 178,452	\$ 350,252
Changes in Available Balances:					
From operations	682,995	469,300		541,800	483,400
Contributed capital	1,250	-		-	-
Loss on disposal of fixed assets	14,163	-		-	-
Amortized debt discount	2,250	-		-	-
Change in Payables/Receivables	7,191	-		-	-
Principal payments - debt	(540,000)	(610,000)		(610,000)	(710,000)
Tsf to capital projects/reserves	<u>(1,462,000)</u>	<u>500,000</u>		<u>240,000</u>	<u>760,000</u>
Ending Balance	<u>\$ 178,452</u>	<u>\$ 552,918</u>		<u>\$ 350,252</u>	<u>\$ 883,652</u>

Budget Overview

REVENUES

The revenue projections are based on 47,050 billable Equivalent Runoff Units (ERU). The proposed utility fee for the 2008 budget is \$62.00 per ERU. The number of ERU's has increased from 40,833 in 1998, which is a 14% increase since initial establishment of the storm water utility. The \$5.00 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

CONTRACTUAL SERVICES

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

NON-OPERATING PROPRIETARY FUNDS

Debt service is accounted for in the operating budget of the Storm Water Management Fund and is projected to increase by \$81,500 for a total appropriation of \$1,370,800.

OTHER FINANCING USES

The 2008 storm water budget includes a transfer of \$700,200 to the General Fund to pay for street sweeping costs associated with maintaining and improving quality of surface water in the community.

Revenue Detail

Storm Water Management

Revenue Classification	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
CHARGES FOR SERVICES					
Stormwater - Residential	\$ 1,092,658	\$ 1,189,000	\$ 583,863	\$ 1,189,000	\$ 1,300,000
Stormwater - Nonresidential	<u>1,348,812</u>	<u>1,449,000</u>	<u>718,604</u>	<u>1,449,000</u>	<u>1,600,000</u>
Total charges for services	<u>2,441,470</u>	<u>2,638,000</u>	<u>1,302,467</u>	<u>2,638,000</u>	<u>2,900,000</u>
OTHER OPERATING REVENUES					
Forfeited discounts	<u>19,061</u>	<u>15,000</u>	<u>6,357</u>	<u>15,000</u>	<u>21,000</u>
MISCELLANEOUS					
Interest income	<u>67,388</u>	<u>30,000</u>	<u>43,760</u>	<u>50,000</u>	<u>45,000</u>
Total revenues	<u>\$ 2,527,919</u>	<u>\$ 2,683,000</u>	<u>\$ 1,352,584</u>	<u>\$ 2,703,000</u>	<u>\$ 2,966,000</u>

CHARGES FOR SERVICES

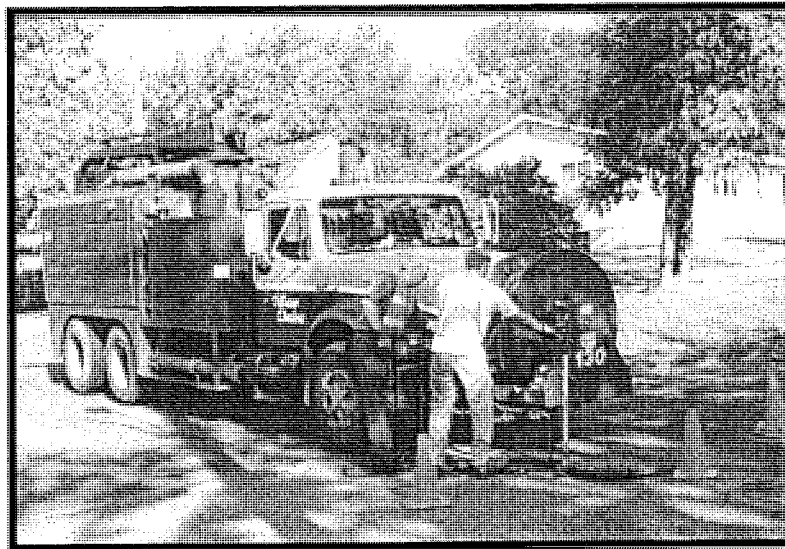
Storm water runoff is measured in equivalent runoff units (ERU). Each developed residential property is assessed one ERU. The non-residential properties are assessed 1 ERU for every 3,000 square feet of impervious surface area. All properties within the city limits pay a quarterly rate based on the number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

	2006	2007	2008
Project Engineer	1.00	1.00	1.00
Utility Chemist	1.00	-	-
Engineering Technician I	1.00	1.00	1.00
 Total FTE Positions	 3.00	 2.00	 2.00

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.
- 50% of the deputy City Engineer, who is assigned to Public Works engineering, is charged to the Storm Water Fund.
- 50% of the Account Clerk I, who is assigned to Customer Services, is charged to the Storm Water Fund.

Operation

- ◆ Fees Based on Equivalent Runoff Units (ERU)
- ◆ 3,000 Sq. Ft. of Impervious Area Equals 1 ERU
- ◆ 47,300 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)
- ◆ 217 Miles of Storm Sewer Pipe (10" to 72" Diameter)
- ◆ 56 Storm Water Detention Facilities
- ◆ 8,666 Catch Basins and Inlets
- ◆ 149 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.)



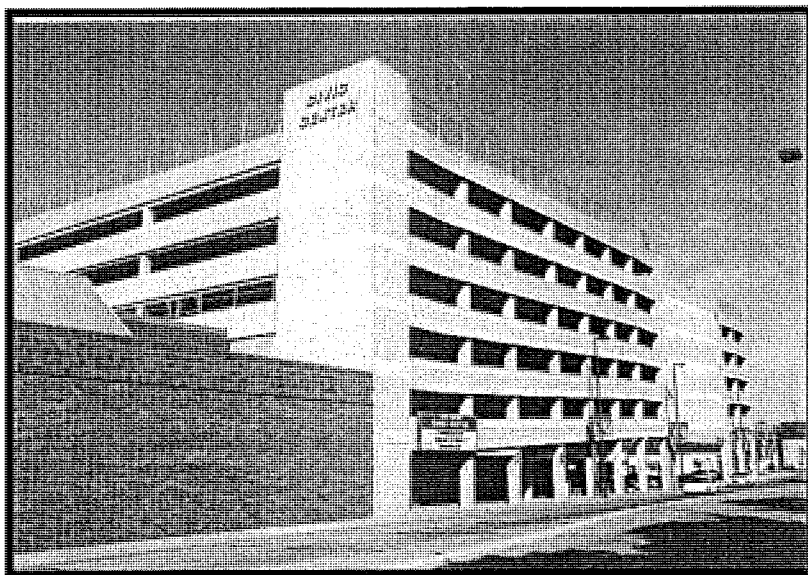
Bio-Filter Swale – Carson Park



*Lowes Creek & Eau Claire County Fairgrounds
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
- ◆ Operate and repair parking meters
- ◆ Collect revenue from ramps and on-street parking meters
- ◆ Parking enforcement performed by the Police Department Community Service Officers (CSO)

Overview of Revenues and Expenditures

PARKING UTILITY BUDGET SUMMARY

		2006		2007		2007		2008		
		<u>Actual</u>		<u>Budget</u>		<u>6-Month</u>	<u>2007</u>	<u>Budget</u>		
						<u>Actual</u>	<u>Projection</u>			
Operating Budget										
Revenues:										
Charges for Services	\$	227,065	\$	217,900	\$	104,398	\$	217,900	\$	217,600
Other Financing Sources		-		24,500		-		24,500		-
Total Revenues		<u>227,065</u>		<u>242,400</u>		<u>104,398</u>		<u>242,400</u>		<u>217,600</u>
Expenses:										
Personal Services		138,902		123,400		63,457		123,400		96,700
Contractual Services		52,513		58,100		27,966		58,100		59,000
Utilities		48,122		43,100		18,729		43,100		44,000
Fixed Charges		8,705		8,100		5,374		8,100		8,100
Materials & Supplies		3,601		9,700		3,636		9,700		9,800
Total Expenses and										
Other Financing Uses		<u>251,843</u>		<u>242,400</u>		<u>119,162</u>		<u>242,400</u>		<u>217,600</u>
Excess (Deficiency) of										
Revenues Over Expenses	\$	<u>(24,778)</u>	\$	-	\$	<u>(14,764)</u>	\$	-	\$	-
Working Capital/Available Fund Balance										
Beginning Balance	\$	42,087	\$	27,087			\$	17,309	\$	17,309
Changes in Available Balances:										
From operations		<u>(24,778)</u>		<u>-</u>				<u>-</u>		<u>-</u>
Ending Balance	\$	<u>17,309</u>	\$	<u>27,087</u>			\$	<u>17,309</u>	\$	<u>17,309</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES

The Parking Utility operates 2 parking structures (539 spaces) and 11 public surface parking lots (682 spaces). The utility is also responsible for the operation and maintenance of 430 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 charges for services parking revenue are projected to remain flat during 2008.

EXPENDITURES

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.

Revenue Detail

Revenue Classification	Parking Utility				
	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
On-street metered	\$ 19,740	\$ 20,000	\$ 9,411	\$ 20,000	\$ 20,000
Off-street metered	31,034	30,500	15,496	30,500	30,200
Off-street unmetered:					
Barstow & Grand Lot	232	200	-	200	200
Graham ramp	54,205	51,000	22,511	51,000	51,000
Farwell ramp	59,712	57,000	28,971	57,000	57,000
Riverview Lot	22,358	19,000	7,291	19,000	19,000
10-hour parking permits	38,758	40,000	20,527	40,000	40,000
Miscellaneous	1,026	200	191	200	200
Total charges for services	<u>227,065</u>	<u>217,900</u>	<u>104,398</u>	<u>217,900</u>	<u>217,600</u>
NON-OPERATING REVENUES					
Transfer from General fund	-	24,500	-	24,500	-
Sale of capital assets	-	-	-	-	-
Total non-operating revenues	<u>-</u>	<u>24,500</u>	<u>-</u>	<u>24,500</u>	<u>-</u>
Total revenues	<u>\$ 227,065</u>	<u>\$ 242,400</u>	<u>\$ 104,398</u>	<u>\$ 242,400</u>	<u>\$ 217,600</u>

Staffing

	2006	2007	2008
Parking Attendants	1.25	0.50	-
Skilled Worker I	1.00	1.00	1.00
Total FTE Positions	<u>2.25</u>	<u>1.50</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.

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	\$66.00*
Riverview Lot permit, quarterly	\$81.00*
Municipal ramp, monthly	\$34.00*
Riverside Deck-upper level,	\$102.00*
Quarterly permit	
Riverside Deck-lower level,	\$108.00*
Quarterly (assigned stalls)	

*Plus 5.5% Sales Tax



Parking Meter Repairs

Facilities

Parking structures	2	
	539	Spaces
Surface lots	11	
	682	Spaces
On street meters	130	
Off-street meters	<u>300</u>	
Total meters	430	



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 – AUGUST 29, 2006

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) \$0.25/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	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.



Students—middle school, high school and post-secondary, comprise the largest group of Eau Claire Transit passengers.

Programs & Services

- ◆ Operate a public transportation system to provide 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 staff of skilled mechanics to maintain all transit vehicles

Routes

The bus routes are operated as a "hub" system with 15 regular routes originating and terminating at the Downtown Transfer Center. All routes have either half-hour or hour arrivals and departures at the transfer center. Eau Claire Transit (ECT) also operates four school "express" routes to meet the heavy demand for transportation during the school year.

REGULAR ROUTES

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

Overview of Revenues and Expenditures

PUBLIC TRANSIT BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues:					
Charges for Services	\$ 675,191	\$ 631,700	\$ 369,211	\$ 625,200	\$ 714,600
Miscellaneous	36,778	31,000	18,289	32,800	32,000
Non-Operating	<u>3,523,933</u>	<u>3,942,700</u>	<u>509,730</u>	<u>3,947,400</u>	<u>3,910,400</u>
Total Revenues	<u>4,235,902</u>	<u>4,605,400</u>	<u>897,230</u>	<u>4,605,400</u>	<u>4,657,000</u>
Expenses:					
Personal Services	2,384,717	2,539,100	1,092,830	2,539,100	2,509,300
Contractual Services	1,214,122	1,375,700	701,768	1,375,700	1,406,900
Utilities	7,207	8,900	3,506	8,900	9,100
Fixed Charges	152,422	166,600	79,811	166,600	157,400
Materials & Supplies	418,931	520,100	220,485	520,100	530,400
Interest Expense -Proprietary Funds	<u>12,307</u>	<u>10,900</u>	<u>5,610</u>	<u>10,900</u>	<u>9,300</u>
Total Expenses and Other Financing Uses	<u>4,189,706</u>	<u>4,621,300</u>	<u>2,104,010</u>	<u>4,621,300</u>	<u>4,622,400</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 46,196</u>	<u>\$ (15,900)</u>	<u>\$ (1,206,780)</u>	<u>\$ (15,900)</u>	<u>\$ 34,600</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 14,697	\$ 63,797		\$ 29,197	\$ 29,197
Changes in Available Balances:					
From operations	46,196	(15,900)		(15,900)	34,600
Principal - Notes Payable	(31,696)	(33,200)		(33,200)	(34,600)
Prior Period Transit Settlement	<u>(31,696)</u>			<u>49,100</u>	
Ending Balance	<u>\$ 29,197</u>	<u>\$ 14,697</u>		<u>\$ 29,197</u>	<u>\$ 29,197</u>

Budget Overview

REVENUES

OPERATING ASSISTANCE

State and Federal funding are the primary revenue sources for Transit operations. It is anticipated that these revenues will account for approximately 58% of Transit revenues. Federal assistance is projected at \$1,476,400 and is reimbursed annually after the federal fiscal year and completion of an audit of eligible expenses. State assistance is projected at \$1,199,500 for 2008 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 9% of revenue. The contract for University of Wisconsin-Eau Claire (UWEC) transit service is projected at \$193,500 in 2008. UWEC ridership has increased to the level that the University now requires three buses to run the route during peak demand days and hours. Transit is in the fourth year of a five-year contract with the University.

TRANSFER FROM GENERAL FUND

The City General Fund provides approximately 22% of the Transit operating budget. The General Fund subsidy is projected at \$1,003,100.

FAREBOX REVENUE

The Transit Commission has voted to raise both fixed-route and paratransit fares effective January 1, 2008. It is difficult to accurately predict the revenue from the fare increases since fare elasticity will result in less ridership. Farebox returns are projected to comprise 11% of all revenues in 2008.

EXPENDITURES

CONTRACTUAL SERVICES

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

This category also includes “purchased transportation” in the special services account. The City of Eau Claire is the lead agency for ADA mandated paratransit services, which is contracted with Tender Care Transport. Demand for paratransit services seems to be leveling off. 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%. In February 2006, we began contracting with Western Dairyland to provide in-person paratransit certifications. These in-person assessments have helped slow the growth of paratransit service by ensuring that only those individuals unable to access and/or navigate the fixed-route system are certified for paratransit. The City/County pays Tender Care \$14.80 per trip.

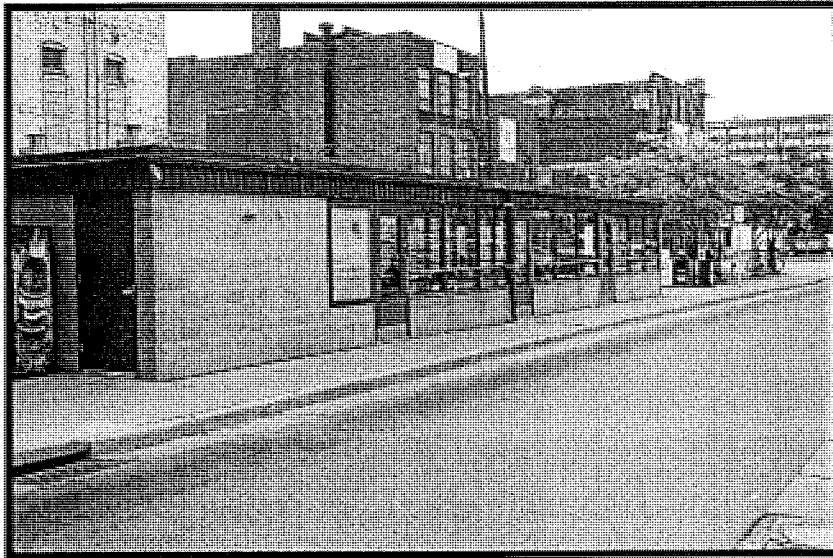
MATERIALS & SUPPLIES

This budget category includes office supplies, books, periodicals, diesel fuel, motor oil and lubricants, tires, uniforms and clothing, repair parts and maintenance supplies. The diesel fuel budget was significantly increased in 2007. The 2008 budget is based upon diesel fuel prices experiencing only minor increases.

CAPITAL OUTLAY

Design and analysis of the construction of a new transfer center are to begin later this year. The current transfer center, located at 410 South Farwell Street, was built as a temporary structure in 1985 and is rapidly deteriorating. Contingent upon a federal transit capital assistance grant, construction is tentatively planned for 2009.

Per the Transportation Development Plan, bus stop signs are being installed to transition from a flag stop to a designated bus stop system.



The Transfer Center, located on Farwell Street between Main and Gray Street, is scheduled to be replaced in 2009 contingent upon the receipt of a federal transit capital assistance grant.

Revenue Detail

Revenue Classification	Public Transit				
	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
INTERGOVERNMENTAL REVENUES					
Federal/State aid	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING REVENUES					
Charges for services:					
Passenger fares	675,191	631,700	369,211	625,200	714,600
OTHER OPERATING REVENUES					
Advertising	34,509	30,000	17,730	32,000	32,000
Miscellaneous	2,269	1,000	559	800	-
Total other operating revenues	36,778	31,000	18,289	32,800	32,000
NON-OPERATING REVENUES					
Operating subsidies:					
City of Eau Claire	812,086	949,500	-	950,000	1,003,100
Eau Claire County	169,482	217,500	204,000	217,500	196,500
City of Altoona	28,700	29,500	-	33,900	34,900
State operating assistance grant	1,171,224	1,349,800	305,730	1,222,900	1,199,500
Federal operating assistance grant	1,342,441	1,396,400	-	1,523,100	1,476,400
Sale of Capital Assets	-	-	-	-	-
Total operating subsidies	3,523,933	3,942,700	509,730	3,947,400	3,910,400
Total revenues	\$ 4,235,902	\$ 4,605,400	\$ 897,230	\$ 4,605,400	\$ 4,657,000

OPERATING REVENUES

Operating revenues consist primarily of passenger fares. Ridership is projected to decrease slightly due to the fare increases. The payment for regular route and special tripper bus service from UWEC in the amount of \$193,500 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 high quality mobility for urban citizens who have no other means of transportation, and it is an economical choice of alternative transportation for those with other mobility options. The basic source of State and Federal funding is 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

	2006	2007	2008
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	2.00	2.00	2.00
Bus Operator	24.00	24.00	24.00
Combination Serviceman	2.50	2.50	2.50
Part-Time Operator	3.00	3.00	3.00
Total FTE Positions	<u>37.50</u>	<u>37.50</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 the Clerk III's time is charged to the Central Equipment Fund.
- 25% of the Building, Grounds and Fleet Manager's time is charged to Transit.
- 50% of the Shop Supervisor's time is charged to the Central Equipment Fund.
- 50% of the Central Equipment Fund Superintendent is charged to Transit.

Eau Claire Transit partners with Festival Foods each year to fill a 40-foot bus with non-perishable food that is donated to the Feed My People Food Bank



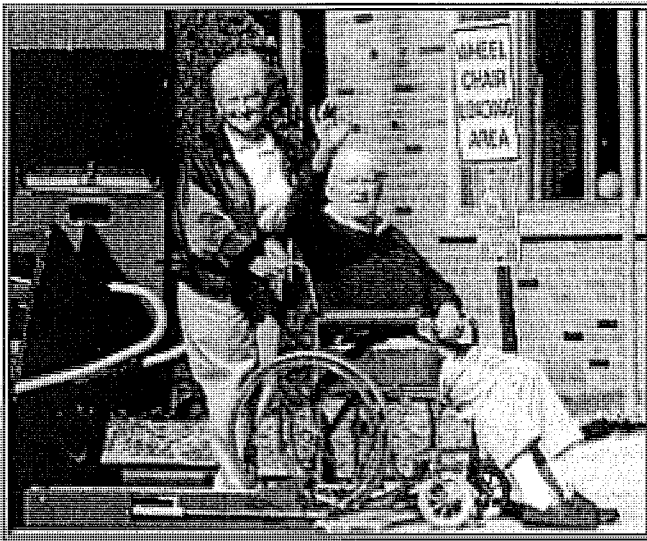
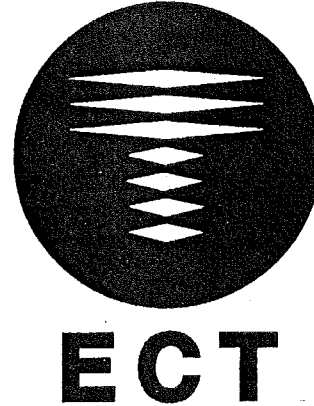
Operation Highlights

Hours of Operation

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

Fare Structure – Effective Jan. 1, 2008

- ◆ Adult cash fare - \$1.25, tokens 5/\$5.00
- ◆ Elderly/Disabled cash fare - \$.60, tickets 10/\$5.00
- ◆ Adult monthly pass - \$38.00
- ◆ Student MAX pass - \$40.00
- ◆ Summer Freedom pass - \$25.00
- ◆ Elderly/Disabled pass - \$19.00
- ◆ Paratransit fare - \$2.50



Paratransit is the ADA mandated specialized transportation program for individuals who are unable to access or navigate the city bus system.

Operational Funding

- ◆ Federal Subsidy - 32%
- ◆ State Subsidy - 26%
- ◆ General Fund - 22%
- ◆ Farebox and Contract Revenues - 11%

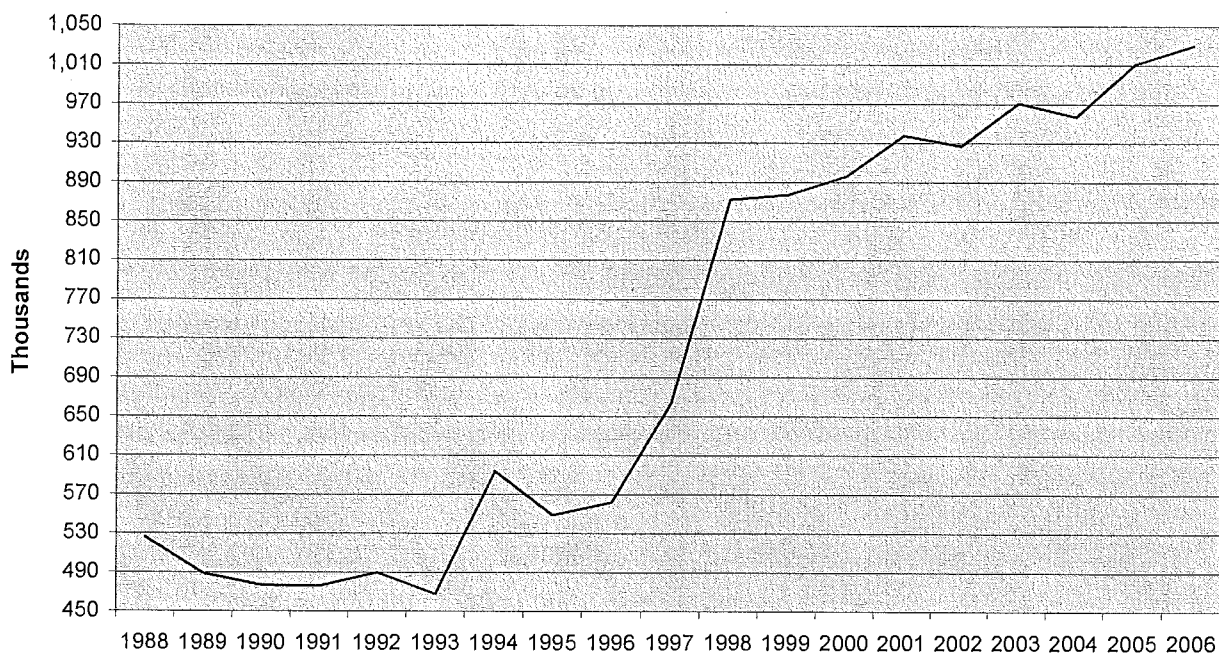
Paratransit Services

- ◆ City lead agency
- ◆ Current contract with Tender Care Transport
- ◆ Available to seniors and/or disabled individuals who are not able to ride the regular bus routes
- ◆ Paratransit funding
 - Federal 32%
 - State 26%
 - Eau Claire County 29%
 - City of Eau Claire 13%

Operating Statistics

(Includes Paratransit)	2004	2005	2006	2007 est	2008 est
Service Miles	1,010,582	1,045,132	1,066,727	1,066,000	1,066,000
Service Hours	67,640	67,974	69,891	70,000	70,000
Ridership	956,610	1,010,644	1,030,374	1,040,000	1,010,000

Ridership



The Eau Claire Transit Administrative Team (L to R): Bernie Brunner, Shop Supervisor, Janice White, Account Clerk, Tom Wagener, PM Driver Supervisor, Gwen Larson, Transit Manager, Chuck Reineke, AM Driver Supervisor



Facilities

Central Maintenance & Storage Facility @ 910 Forest Street

- ◆ Indoor automatic bus wash
- ◆ Storage facility for approximately 22 buses
- ◆ Indoor fueling facility

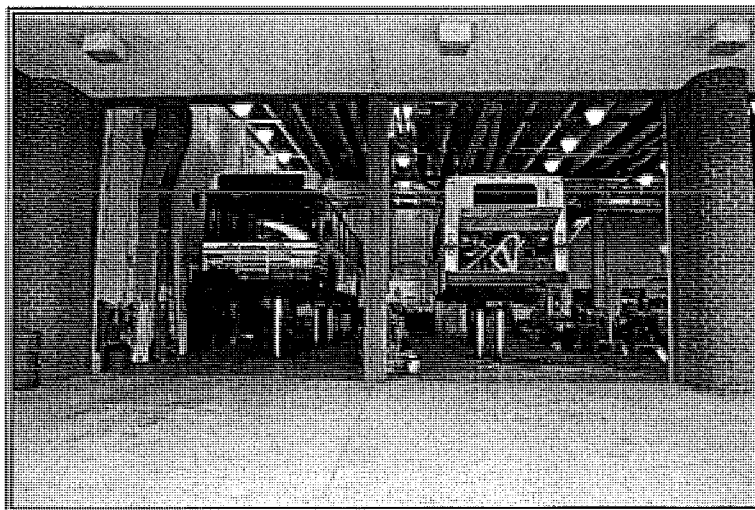
Downtown Transfer Center @ Intersection of Farwell St. & Main St.

- ◆ 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.



Transit uses two of the seven bays in the Central Maintenance Facility.

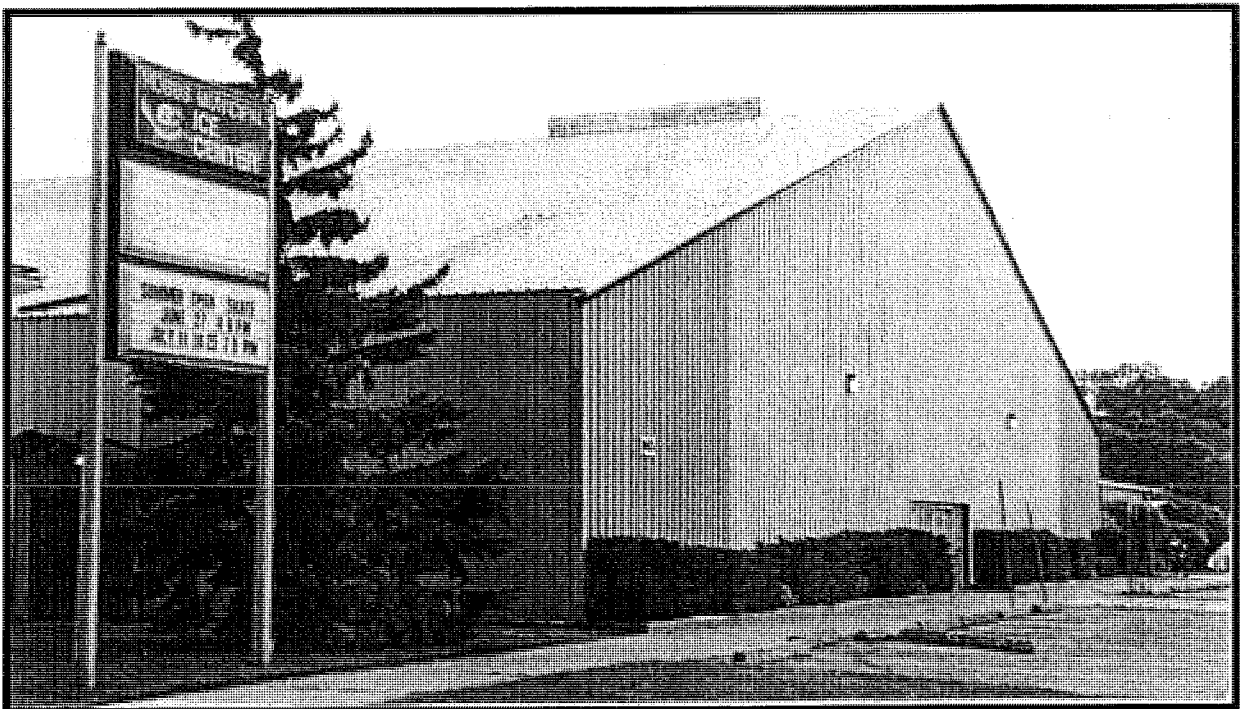
HOBBS MUNICIPAL ICE CENTER

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

- 3,554 total hours rented in 2006
- 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



Overview of Revenues and Expenditures
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HOBBS ICE CENTER BUDGET SUMMARY

	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 <u>6-Month Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
Operating Budget					
Revenues:					
Operating	\$ 462,741	\$ 452,000	\$ 225,702	\$ 452,000	\$ 485,000
Non-operating revenues	14,484	15,000	(1,700)	15,000	10,200
Other Financing Sources	78,880	114,000	-	114,000	34,000
Total Revenues	<u>556,105</u>	<u>581,000</u>	<u>224,002</u>	<u>581,000</u>	<u>529,200</u>
Expenses:					
Personal Services	271,855	300,900	143,022	300,900	304,700
Contractual Services	39,352	43,200	10,477	43,200	43,700
Utilities	197,932	178,900	76,603	178,900	200,400
Fixed Charges	8,937	9,000	4,876	9,000	9,000
Materials & Supplies	38,029	49,000	14,995	49,000	51,400
Total Expenses and Other Financing Uses	<u>556,105</u>	<u>581,000</u>	<u>249,973</u>	<u>581,000</u>	<u>609,200</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (25,971)</u>	<u>\$ -</u>	<u>\$ (80,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -		\$ -	\$ -
Future Budget Adjustments					80,000
Changes in Available Balances:					
From operations	-	-		-	(80,000)
Ending Balance	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ -</u>

Budget Overview

REVENUES

The Hobbs Ice Center fees for the 2007-2008 season are \$115 per hour for prime time and \$80 to \$95 for other hours.

EXPENDITURES

CONTRACTUAL SERVICES

The largest contractual expenses are the \$14,800 in equipment rental that is paid to the Central Equipment Agency for the replacement of two ice-resurfacing machines, the ice cooler, and \$12,000 for the maintenance contract on the chiller system. The City does not have anyone on staff at the ice center with the expertise to adequately maintain the chillers and cooling tower.

UTILITIES

Electric and gas services are budgeted at \$185,700 in 2008 and are the major expenses in this category.

CAPITAL OUTLAY

The ice center is currently 30 years old. The 2008-2012 Capital Improvement Plan includes a proposed \$4 million renovation of the front lobby and the shower and locker rooms. The project costs will be split between the University and the City. In 2008, \$400,000 is budgeted for architectural and engineering services, with construction scheduled for 2009.

Revenue Detail

<u>Revenue Classification</u>	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
Hobbs arena	\$ 392,364	\$ 377,000	\$ 189,670	\$ 377,000	\$ 412,500
Concessions	<u>70,377</u>	<u>75,000</u>	<u>36,032</u>	<u>75,000</u>	<u>72,200</u>
Total charges for services	<u>462,741</u>	<u>452,000</u>	<u>225,702</u>	<u>452,000</u>	<u>484,700</u>
MISCELLANEOUS REVENUES					
Miscellaneous	<u>14,484</u>	<u>15,000</u>	<u>(1,700)</u>	<u>15,000</u>	<u>10,500</u>
Total revenues	<u>477,225</u>	<u>467,000</u>	<u>224,002</u>	<u>467,000</u>	<u>495,200</u>
OTHER FINANCING SOURCES					
Transfer from General fund	<u>78,880</u>	<u>114,000</u>	<u>-</u>	<u>114,000</u>	<u>34,000</u>
Total revenues	<u>\$ 556,105</u>	<u>\$ 581,000</u>	<u>\$ 224,002</u>	<u>\$ 581,000</u>	<u>\$ 529,200</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.

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

2002	2003	2004	2005	2006	2007 Projected	2008 Proposed
\$ 56,233	\$ 90,130	\$ 27,115	\$ 44,491	\$ 78,880	\$ 114,000	\$ 34,000

Staffing

Hobbs Ice Center

	2006	2007	2008
Program Supervisor	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Skilled Worker I	2.00	2.00	2.00
Total FTE Positions	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

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

Cross-divisional charges include:

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



Hobbs Open Skate

Activities

The Ice Center is the home rink for North and Memorial High Schools, the University Men's and Women's Varsity Hockey teams, 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

	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
O'Brien	29	27	28	28	34
Akervik	37	37	37	38	31
Summer	10	10	10	11	12
Hughes	6	8	7	6	2

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

Hobbs Municipal Ice Center
Five-Year History of Operations

	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
Revenues	\$ 353,223	\$ 340,527	\$ 414,052	\$ 448,870	\$ 477,225
Expenses w/o Depreciation	409,456	430,657	446,262	501,487	556,105
Net Income	<u>\$ (56,233)</u>	<u>\$ (90,130)</u>	<u>\$ (32,210)</u>	<u>\$ (52,617)</u>	<u>\$ (78,880)</u>

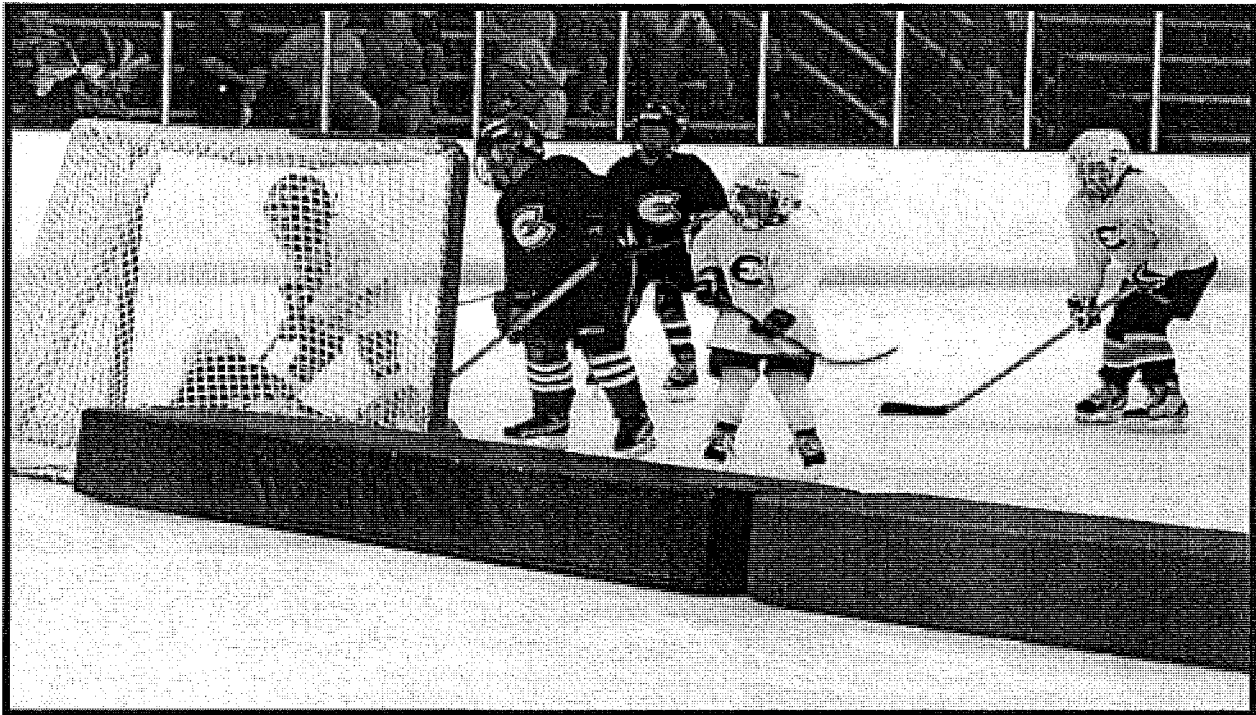
Activities

**Hobbs Ice Center
Open Skate Admission**

	Winter Oct-Dec, 2006		Winter Jan - March, 2007	Total 2006-07 Season
Youth Paid	2,041		1,607	3,648
Youth w/Punch Card	189		146	335
Adult Paid	910		654	1,564
Adult w/Punch Card	27		18	45
Total	3,167		2,425	5,592

2007-2008 Fees and Charges			
<u>Hourly Charges</u>		<u>Open Skating</u>	
Ice Rental - Prime Time*	\$ 115.00	Adult	\$ 4.00
Ice Rental - (12:00 am - 7:00 am)	\$ 80.00	Youth	\$ 3.00
Ice Rental - (7:00 am - 12:00 pm)	\$ 95.00	15 Skate Punch Card (Adult)	\$ 50.00
Outdoor Rink	\$ 40.00	15 Skate Punch Card (Youth)	\$ 35.00
		Skate Rental	\$ 1.50
<i>*Prime time hours are 7:00 am - midnight, daily, all weekend and Summer hours</i>		Open Hockey - Adult	\$ 5.00
		15 Skate Punch Card (Adult Hockey)	\$ 65.00
<u>Events</u>		<u>Daily Charges</u>	
Varsity Game	\$ 500.00	Dry Floor (Special Event)**	\$ 400.00
JV/Varsity Game	\$ 600.00		
O'Brien Room Rental - Food Event	\$ 100.00		
		<i>** Groups renting the facility for dry floor events must also pay any custodial overtime related to their event</i>	

Facilities



O'Brien Rink - constructed in 1975

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

Akervik Rink – constructed in 1978, covered in 1985

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

Hughes Rink – constructed in 1998

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

O'Brien Room

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

Equipment

The ice center's major pieces of equipment consist of two ice resurfacers. Smaller pieces include such things as ice edgers, snow blowers, etc. The resurfacing machines are replaced on a rotating basis. Each machine is replaced approximately every 12 years, which means a new machine is purchased every six years. The Capital Improvement Plan includes \$85,000 for the replacement of a resurfacers in 2008.

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 complete its eighteenth year in 2008.

Programs & Services



Annual Schedule

- ◆ 13-14 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 & evenings
- ◆ Facility available for rent by private groups on Saturdays and Sunday evenings
- ◆ Pavilion available for rent during open swim for birthday parties
- ◆ Practice site for the YMCA Swim Team

Overview of Revenues and Expenditures

OUTDOOR POOL BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues:					
Charges for Services	\$ 226,171	\$ 204,000	\$ 124,721	\$ 204,000	\$ 212,500
Other Financing Sources	200,583	267,800	4,666	267,800	276,300
Total revenues	<u>426,754</u>	<u>471,800</u>	<u>129,387</u>	<u>471,800</u>	<u>488,800</u>
Expenses:					
Personal Services	178,251	199,200	54,546	199,200	207,800
Contractual Services	18,383	23,100	7,225	23,100	23,500
Utilities	42,334	45,400	5,557	45,400	46,300
Fixed Charges	5,344	5,400	3,054	5,400	5,400
Materials & Supplies	42,060	62,100	25,834	62,100	48,000
Non-Operating -Proprietary Funds	16,982	11,600	5,778	11,600	7,800
Total Expenses and Other Financing Uses	<u>303,354</u>	<u>346,800</u>	<u>101,994</u>	<u>346,800</u>	<u>338,800</u>
Excess (Deficiency) of Revenues Over Expenses	<u>\$ 123,400</u>	<u>\$ 125,000</u>	<u>\$ 27,393</u>	<u>\$ 125,000</u>	<u>\$ 150,000</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 2,688	\$ 17,688		\$ 2,688	\$ 2,688
Adjustment for Debt Service				15,000	
Changes in Available Balances:					
From operations	123,400	125,000		125,000	150,000
Principal payment - debt	<u>(123,400)</u>	<u>(140,000)</u>		<u>(140,000)</u>	<u>(150,000)</u>
Ending Balance	<u>\$ 2,688</u>	<u>\$ 2,688</u>		<u>\$ 2,688</u>	<u>\$ 2,688</u>



*Local children enjoying
Fairfax Pool*

Budget Overview

REVENUES

Revenues at the pool are weather dependent. Over the past six years, operating revenue has ranged from a low of \$184,049 (2000) to a high of \$231,366 (2005). Admission fees are reviewed annually by the City Council and adjusted periodically. 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 parks 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 Superintendent of Recreation.

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.

UTILITIES

Electricity and gas service are two of the major costs in this category.

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. The pool controllers were replaced and the diving boards refurbished in 2003. The pool heaters were replaced in 2004. The pool has five main pumps; one was replaced in 2005 because it failed. The other four pumps were replaced prior to the 2006 season. In 2007, the waterslide was buffed and sealed for a cost of \$2,600 and will be painted. All the sand in the sand filter system was replaced in 2007 at a cost of \$1,603. Lastly, two computers replaced the cash registers at the front desk.

Revenue Detail

Revenue Classification	Outdoor Pool				
	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
OPERATING REVENUES					
Charges for services:					
Pool admissions	\$ 163,038	\$ 144,000	\$ 94,692	\$ 144,000	\$ 152,700
Pool concessions/commissions	45,696	45,000	18,017	45,000	45,000
Miscellaneous	17,437	15,000	12,012	15,000	14,800
Total charges for services	<u>226,171</u>	<u>204,000</u>	<u>124,721</u>	<u>204,000</u>	<u>212,500</u>
OTHER OPERATING REVENUES					
Miscellaneous	<u>4,664</u>	<u>4,500</u>	<u>4,666</u>	<u>4,500</u>	<u>4,500</u>
NON-OPERATING REVENUES					
Transfer from General fund	<u>195,919</u>	<u>263,300</u>	<u>-</u>	<u>263,300</u>	<u>271,800</u>
Total revenues	<u>\$ 426,754</u>	<u>\$ 471,800</u>	<u>\$ 129,387</u>	<u>\$ 471,800</u>	<u>\$ 488,800</u>

OPERATING REVENUES

Charges for Services include receipts from pool admission, sale of season passes, rental for special events, vending commission, and concessions. Fees are reviewed annually and are set by the City Council.

NON-OPERATING REVENUES

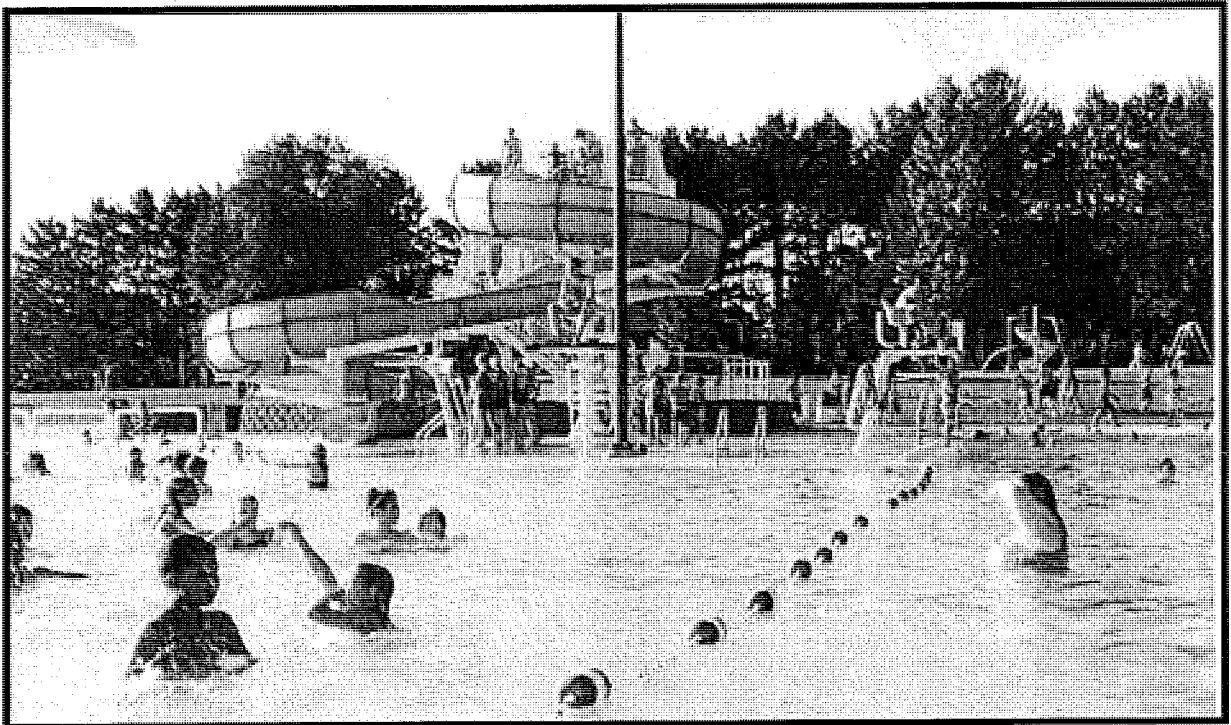
The Outdoor Pool was established as an enterprise fund in 1990. Since that time, a General Fund Subsidy has been required to meet the operational expenses and the annual debt payment.

Summary of General Fund Subsidies

	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u> <u>Projected</u>	<u>2008</u> <u>Proposed</u>
Operating Subsidy	\$ 165,485	\$ 104,881	\$ 79,939	\$ 176,117	\$ 165,919	\$ 263,300	\$ 271,800
Debt Payment	\$ 100,000	\$ 105,000	\$ 100,000	\$ 115,000	\$ 140,400	\$ 151,600	\$ 157,800

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>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
62,101	60,141	45,961	62,151	58,025

Five Year History of Operation					
	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>
Revenues	223,982	215,947	188,948	231,365	230,835
Expenses w/o Depreciation & Interest Expense	324,575	290,988	248,564	273,650	286,403
Net Income	<u>(100,593)</u>	<u>(75,041)</u>	<u>(59,616)</u>	<u>(42,285)</u>	<u>(55,567)</u>

2007 Fees and Charges			
<u>Season Pass Rates</u>		<u>Daily Admission</u>	
Resident Youth	\$ 40.00	Youth (Under 3)	FREE
Resident Adult	\$ 50.00	Youth (3-17 Years)	3.25
Resident Family of 3	\$ 100.00	Adult	3.25
Resident Family of 4	\$ 105.00	Lap Swim	3.25
Resident Family of 5	\$ 110.00	Water Aerobics	3.25
Non-Resident Youth	\$ 60.00		
Non-Resident Adult	\$ 70.00		
Non-Resident Family of 3	\$ 150.00		
Non-Resident Family of 4	\$ 155.00		
Non-Resident Family of 5	\$ 160.00		
Extra Charge/Each Additional Family Member	\$ 5.00		

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 computers and concession equipment, freezers, a hot dogger, a pretzel warmer, and a nacho warmer. Maintenance equipment includes a pool vacuum, a mower, a push mower, and trimmers. The pool also has major equipment, such as pumps, filters, and heaters.

CIP Highlights

A facility improvement program was established to fund pool improvements. Projects are supported by an annual General Fund transfer of \$45,000. The following have been identified in the Capital Improvement Plan:

- ◆ Remodel concession stand & bath house
- ◆ The pool needs to be repainted every 5-7 years. The next scheduled painting should be in 2009
- ◆ Installation of an automated irrigation system
- ◆ Add a splash pad play area



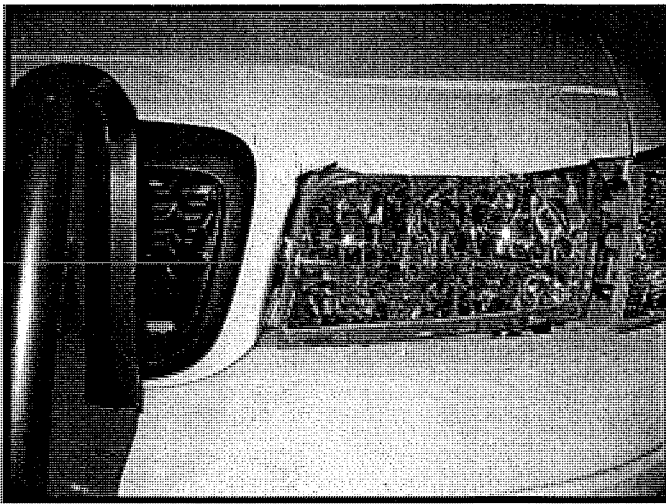
RISK MANAGEMENT

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 19 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



Damage to a police vehicle

- ◆ 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 - \$300,000 each loss

Overview of Revenues and Expenditures

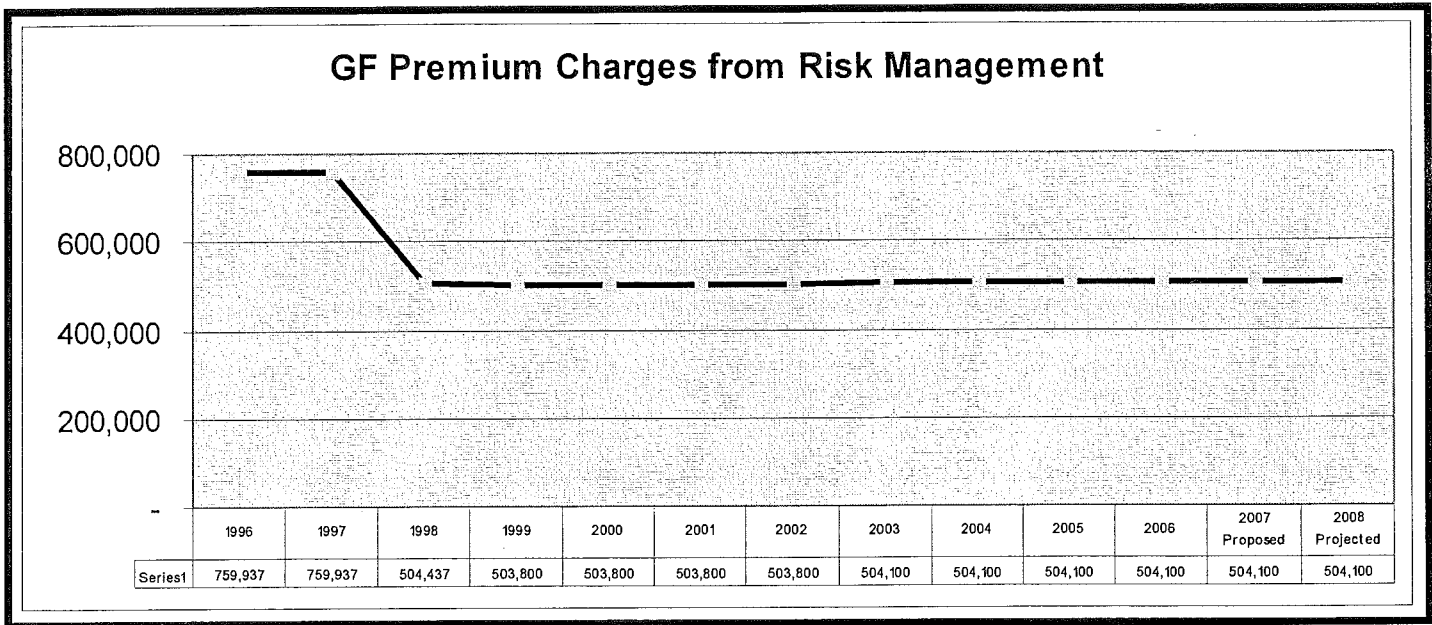
RISK MANAGEMENT BUDGET SUMMARY

		2006		2007		2007		2008		
		<u>Actual</u>		<u>Budget</u>		<u>6-Month Actual</u>		<u>2007 Projection</u>	<u>2008 Budget</u>	
Operating Budget										
Revenues:										
Charges for services	\$	2,504,331	\$	2,512,000	\$	1,262,998	\$	2,512,000	\$	2,178,800
Other operating		76,651		40,800		44,982		40,800		40,800
Miscellaneous		<u>370,853</u>		<u>353,400</u>		<u>169,433</u>		<u>353,400</u>		<u>353,400</u>
Total revenues		<u>2,951,835</u>		<u>2,906,200</u>		<u>1,477,413</u>		<u>2,906,200</u>		<u>2,573,000</u>
Expenses:										
Personal Services		125,997		131,700		69,955		131,700		126,900
Contractual Services		22,949		59,100		12,781		59,100		56,900
Utilities		596		1,500		433		1,500		1,500
Fixed Charges		2,510,030		2,970,500		981,848		3,155,900		2,515,800
Materials & Supplies		3,396		8,500		1,517		8,500		5,800
Other Financing Uses		<u>337,100</u>		<u>337,100</u>		<u>-</u>		<u>337,100</u>		<u>295,000</u>
Total Expenses and Other Financing Uses		<u>3,000,068</u>		<u>3,508,400</u>		<u>1,066,534</u>		<u>3,693,800</u>		<u>3,001,900</u>
Excess (Deficiency) of Revenues Over Expenses	\$	<u>(48,233)</u>	\$	<u>(602,200)</u>	\$	<u>410,879</u>	\$	<u>(787,600)</u>	\$	<u>(428,900)</u>
Applied Reserve:										
Beginning Balance	\$	1,264,733	\$	602,200			\$	1,216,500	\$	428,900
Changes in Available Balances:										
From operations		<u>(48,233)</u>		<u>(602,200)</u>				<u>(787,600)</u>		<u>(428,900)</u>
Ending Balance	\$	<u>1,216,500</u>	\$	<u>-</u>			\$	<u>428,900</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 insurance pools and companies for property damage, liability, and costs associated with Workers Compensation coverage. Along with funding self-insured losses, the fund also carries the risk related funding for the Section 105 High Deductible Health Insurance Plan.

Revenue Detail

Risk Management

Revenue Classification	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <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	116,100	124,100	62,050	124,100	114,100
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	13,636	9,200	-	9,200	9,200
Hlth Ins Deduction Reimbursement	1,467,495	1,471,600	747,278	1,471,600	1,167,000
Administration fee	18,600	18,600	9,420	18,600	-
Total charges for services	<u>2,504,331</u>	<u>2,512,000</u>	<u>1,262,998</u>	<u>2,512,000</u>	<u>2,178,800</u>
OTHER OPERATING REVENUES					
Repayment of claims	<u>76,651</u>	<u>40,800</u>	<u>44,982</u>	<u>40,800</u>	<u>40,800</u>
NON-OPERATING REVENUES					
Miscellaneous	94,662	121,400	-	121,400	121,400
Interest income	276,191	232,000	169,433	232,000	232,000
	<u>370,853</u>	<u>353,400</u>	<u>169,433</u>	<u>353,400</u>	<u>353,400</u>
Total revenues	<u>\$ 2,951,835</u>	<u>\$ 2,906,200</u>	<u>\$ 1,477,413</u>	<u>\$ 2,906,200</u>	<u>\$ 2,573,000</u>

OPERATING REVENUES

Charges for Services

Revenues for the Risk Management Fund is derived from a service charge assessed to all funds that participate in the City's self-insurance program. Charges for 2008 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.

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

	2006	2007	2008
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:

- 25% of the Human Resource Director/Risk Manager’s time is charged to Risk Management.

Intergovernmental Cooperation

- The City and County share the services and funding of a full-time safety coordinator, with the City funding 50% of this county employee’s position.



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
- ◆ Health Ins. Deductible Reimbursement
- ◆ Water Utility
- ◆ Sewer Utility
- ◆ Repayment of Claims



Flood related sinkhole

CENTRAL EQUIPMENT



*Central Maintenance Facility
910 Forest Street*

The Central Equipment, Fleet Maintenance, and Supply Inventory are operated as an internal service fund that is managed by the Buildings, Grounds and Fleet Division of the Public Works Department. A parts and supply inventory is maintained along with responsibility for maintenance and repair of vehicles and equipment used by the Police, Fire, Parks, and Public Works Department. Staff from the division also provide clerical and customer service support to other divisions within the Public Works Department.

Programs & Services

- ◆ Maintain City-owned vehicles and equipment in good working condition
- ◆ Provide a management information system that will identify costs, equipment usage, fuel usage and maintenance history
- ◆ Provide safety, training, and preventative maintenance programs to reduce down time, maximize vehicle safety, and reduce accidents
- ◆ Provide a perpetual inventory of automotive parts and other municipal supplies

Overview of Revenues and Expenditures
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CENTRAL EQUIPMENT BUDGET SUMMARY

		2006	2007	2007	2007	2008
		<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
				<u>Actual</u>		
Operating Budget						
Revenues:						
Intragovernmental	\$	2,490,465	\$ 2,530,100	\$ 1,319,717	\$ 2,530,100	\$ 2,614,200
Miscellaneous		190,504	163,000	98,293	163,000	195,700
Other Financing Sources		-	10,000	86,003	10,000	10,000
Total revenues		<u>2,680,969</u>	<u>2,703,100</u>	<u>1,504,013</u>	<u>2,703,100</u>	<u>2,819,900</u>
Expenses:						
Personal Services		604,743	681,800	271,117	681,800	725,000
Contractual Services		259,975	335,500	130,894	335,500	340,300
Utilities		170,490	194,400	74,971	194,400	212,200
Fixed Charges		145,485	158,400	66,103	158,400	158,400
Materials & Supplies		847,357	829,300	360,053	829,300	1,025,000
Total Expenses and Other Financing Uses		<u>2,028,050</u>	<u>2,199,400</u>	<u>903,138</u>	<u>2,199,400</u>	<u>2,460,900</u>
Excess (Deficiency) of Funding Sources Over Uses	\$	<u>652,919</u>	\$ <u>503,700</u>	\$ <u>600,875</u>	\$ <u>503,700</u>	\$ <u>359,000</u>
Applied Reserve:						
Beginning Balance	\$	-	-	-	-	-
Changes in Available Balances:						
From operations		652,919	503,700		503,700	359,000
Transfer to capital projects		(1,553,600)	(1,732,400)		(1,732,400)	(2,005,700)
Gain on disposal of Fixed Assets		(56,342)	-		-	-
Transfer (to)/from reserves - equipment/building replacement		<u>957,023</u>	<u>1,228,700</u>		<u>1,228,700</u>	<u>1,646,700</u>
Ending Balance	\$	<u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>

Budget Overview

REVENUES

CHARGES FOR SERVICES - INTRAGOVERNMENTAL

Equipment Rental

The Central Equipment operation is funded from revenues derived from rental charges paid by 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, and the indirect costs of 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

There are no significant changes anticipated in 2008.

CAPITAL OUTLAY

Major capital equipment replacements and new equipment purchases are outlined in the 5-year Capital Improvement Plan (CIP).

Revenue Detail

Revenue Classification	Central Equipment				
	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
OPERATING REVENUES					
Equipment rental - General fund	\$ 1,907,010	\$ 1,981,200	\$ 1,015,693	\$ 1,981,200	\$ 2,027,700
Service charge - Stormwater Mgmt	34,150	45,900	12,557	45,900	38,900
Service charge - Cemetery Maint.	39,462	40,000	19,019	40,000	40,000
Service charge - Library	-	-	-	-	-
Service charge - Water utility	104,838	102,000	52,545	102,000	102,000
Service charge - Sewer utility	286,990	247,800	148,310	247,800	287,800
Service charge - Parking utility	13,515	17,000	7,402	17,000	17,000
Service charge - Transit	960	500	460	500	1,200
Service charge- Hobbs Ice Arena	14,751	14,800	7,243	14,800	14,800
Service charge - Municipal Pool	3,191	3,600	1,363	3,600	3,600
Service charge - Central Equipment	21,139	46,700	10,498	46,700	21,200
Service charge - Other	64,459	30,600	44,627	30,600	60,000
Total charges for services	<u>2,490,465</u>	<u>2,530,100</u>	<u>1,319,717</u>	<u>2,530,100</u>	<u>2,614,200</u>
OTHER OPERATING REVENUES					
Miscellaneous	9,206	3,000	3,727	3,000	3,000
Building rental	<u>181,298</u>	<u>160,000</u>	<u>94,566</u>	<u>160,000</u>	<u>192,700</u>
Total miscellaneous revenues	<u>190,504</u>	<u>163,000</u>	<u>98,293</u>	<u>163,000</u>	<u>195,700</u>
NON-OPERATING REVENUES					
Sale of capital assets	-	10,000	86,003	10,000	10,000
Total revenues	<u>\$ 2,680,969</u>	<u>\$ 2,703,100</u>	<u>\$ 1,504,013</u>	<u>\$ 2,703,100</u>	<u>\$ 2,819,900</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 that have office and operating space in the Central Maintenance facility.

Staffing

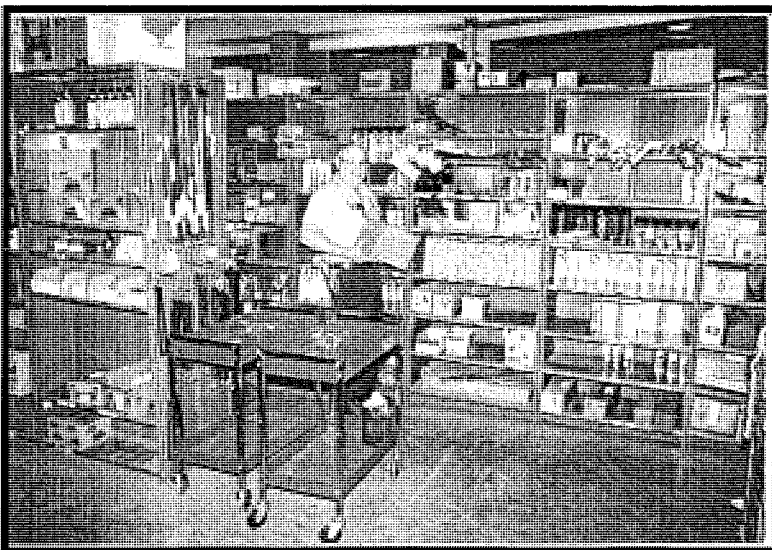
Central Equipment

	2006	2007	2008
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.
- 38% of the Public Works operations administrator's time is charged to Central Equipment.
- The shop supervisor's time is charged 50% to Central Equipment
- 50% of the maintenance superintendent's time is charged to Transit

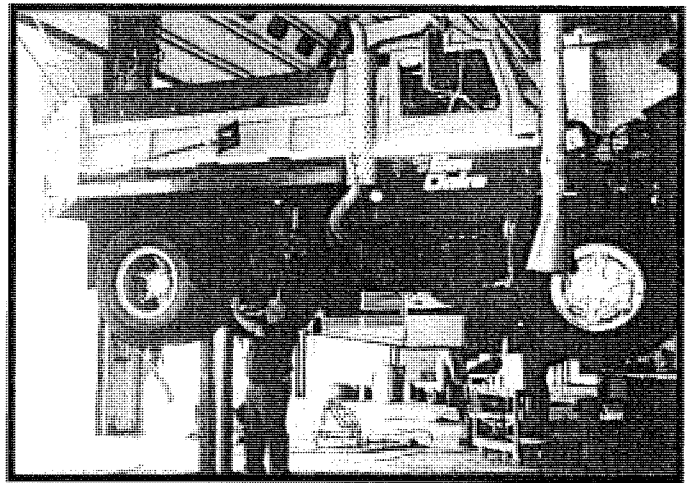


Supply Storage Area

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

Overview of Revenues and Expenditures

LANDFILL REMEDIATION BUDGET SUMMARY

	<u>2006</u>	<u>2007</u>	<u>2007</u>	<u>2007</u>	<u>2008</u>
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Charges for Services	\$ 66,756	\$ 150,000	\$ 34,002	\$ 150,000	\$ 150,000
Total Revenues and Other Financing Sources	<u>66,756</u>	<u>150,000</u>	<u>34,002</u>	<u>150,000</u>	<u>150,000</u>
Expenditures and Other Financing Uses:					
Materials & Supplies	<u>66,756</u>	<u>150,000</u>	<u>34,002</u>	<u>150,000</u>	<u>150,000</u>
Total Expenditures and Other Financing Uses	<u>66,756</u>	<u>150,000</u>	<u>34,002</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				
	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
CHARGES FOR SERVICES					
Environment remediation	\$ 66,756	\$ 150,000	\$ 34,002	\$ 150,000	\$ 150,000
Total revenues	<u>\$ 66,756</u>	<u>\$ 150,000</u>	<u>\$ 34,002</u>	<u>\$ 150,000</u>	<u>\$ 150,000</u>

CHARGES FOR SERVICES

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

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

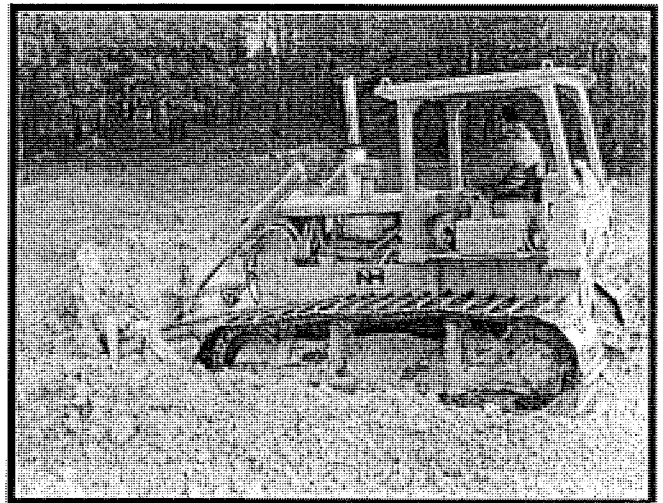
In September 1965, the City of Eau Claire opened a municipal landfill in the Town of Union. The site is approximately three miles west of the City on Crescent Road. The 100-acre fill area stopped accepting all wastes in 1978 and the site was officially closed in 1982.

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.

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

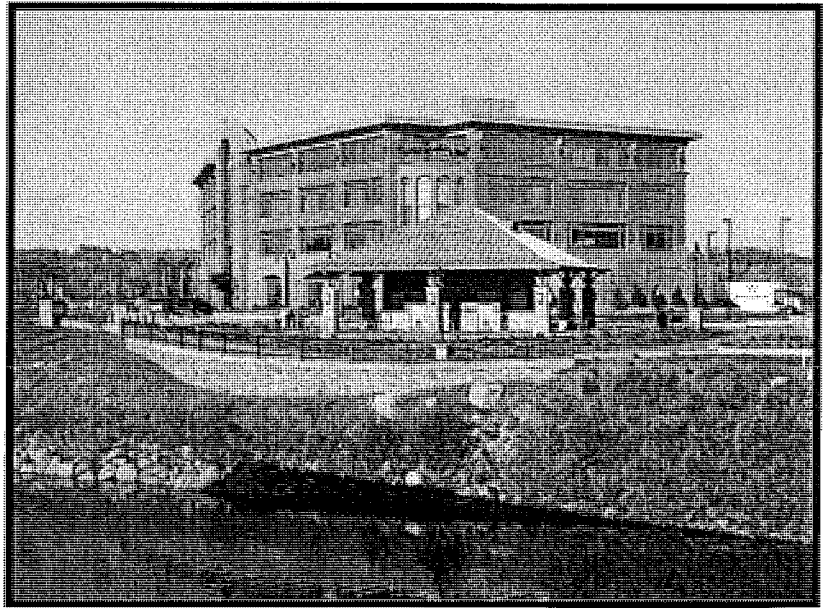
REDEVELOPMENT AUTHORITY

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



RCU Building with Trailhead

Overview of Revenues and Expenditures

REDEVELOPMENT AUTHORITY BUDGET SUMMARY

	2006 <u>Actual</u>	2007 <u>Budget</u>	2007 6-Month <u>Actual</u>	2007 <u>Projection</u>	2008 <u>Budget</u>
Operating Budget					
Revenues:					
Miscellaneous	\$ 21,476	\$ 5,000	\$ 2,020	\$ 5,000	\$ -
Total Revenues and Other Financing Sources	21,476	5,000	2,020	5,000	-
Expenses:					
Contractual Services	16,788	6,900	4,291	15,900	13,800
Utilities	106	500	78	500	500
Fixed Charges	479	500	-	500	500
Materials & Supplies	24	100	14	100	100
Non-operating - Proprietary	214,029				
Total Expenses and Other Financing Uses	231,426	8,000	4,383	17,000	14,900
Excess (Deficiency) of Funding Sources Over Uses	\$ (209,950)	\$ (3,000)	\$ (2,363)	\$ (12,000)	\$ (14,900)
Working Capital/Available Fund Balance					
Beginning Balance	\$ 247,832	\$ 135,591		\$ 143,840	\$ 131,840
Changes in Available Balances:					
From operations	(209,950)	(3,000)		(12,000)	(14,900)
Loss on Sale of Land	253,379	-		-	-
Transfer from CIP	2,579				
Transfer to Capital Projects	(150,000)	-		-	(25,000)
Ending Balance	\$ 143,840	\$ 132,591		\$ 131,840	\$ 91,940

Budget Overview

EXPENDITURES

CONTRACTUAL SERVICES

Included in Contractual Services are postage and shipping, computer service charges, auditing, legal and professional services, and travel and training. In 2008, \$10,000 is budgeted for professional services in anticipation of development projects 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 mixed-use development may include living, shopping, recreational and commercial spaces all within walking distance of each other.

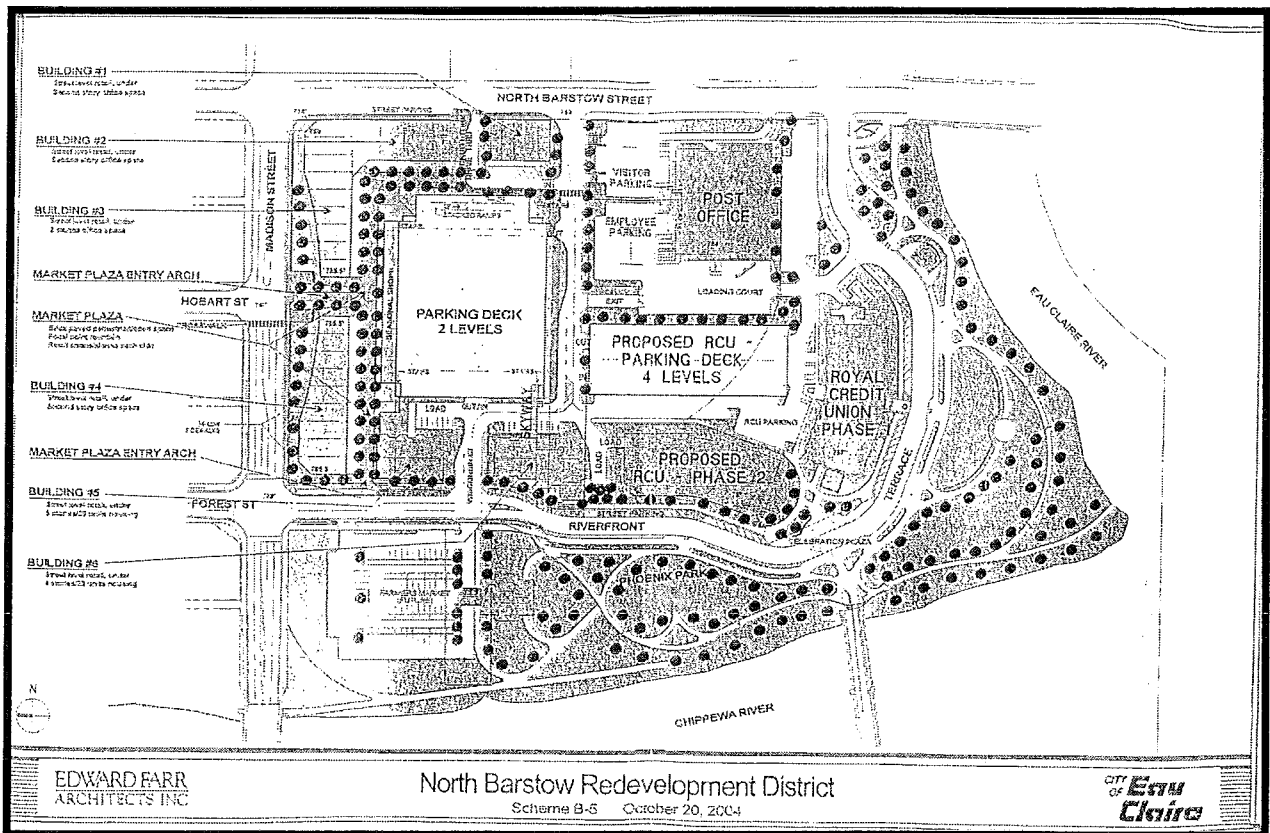
West Bank Development District

A proposed new redevelopment district on the west bank of the Chippewa River in the Oxford Avenue area is in the initial planning stages.

Revenue Detail

Redevelopment Authority

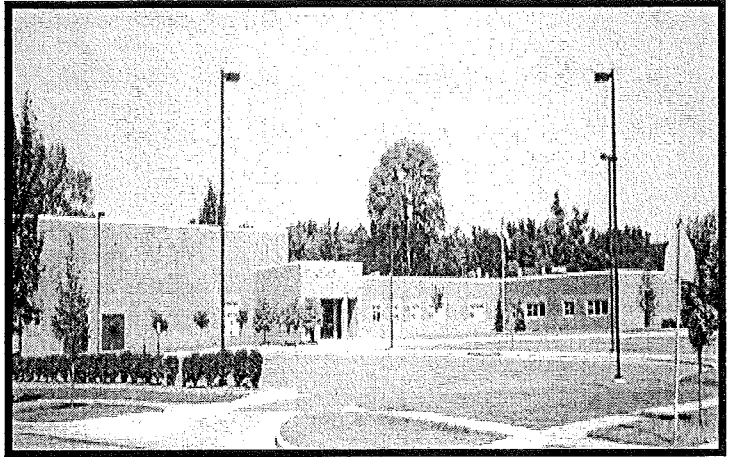
Revenue Classification	2006 Actual	2007 Budget	2007 6-Month Actual	2007 Projection	2008 Budget
MISCELLANEOUS					
Miscellaneous	\$ 21,476	\$ 5,000	\$ 2,020	\$ 5,000	\$ -
Total revenues	\$ 21,476	\$ 5,000	\$ 2,020	\$ 5,000	\$ -



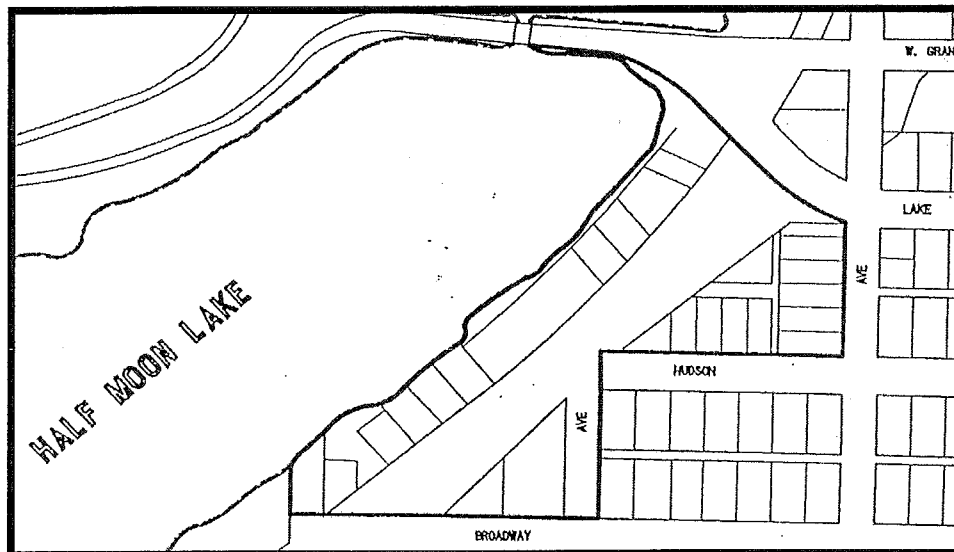
Redevelopment Projects

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



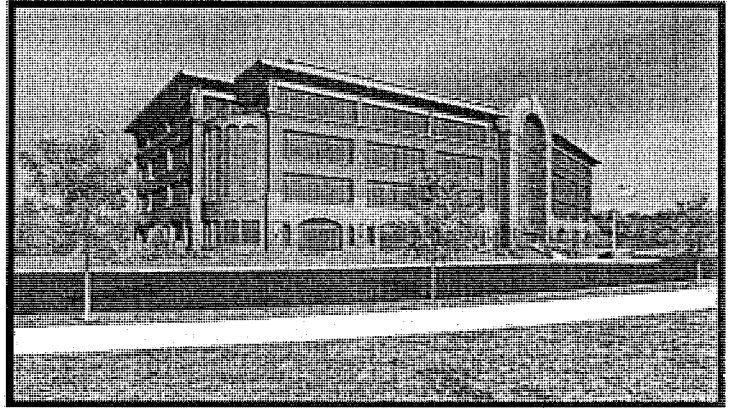
Lakeshore Elementary School



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 43 commercial and industrial sites
- ◆ The City acquired the former Xcel Energy property in December 2002
- ◆ Royal Credit Union made the decision to construct its \$12M corporate headquarters within the redevelopment district
- ◆ Development on Wisconsin & N. Barstow Streets is underway
- ◆ The RDA reached an agreement with Phoenix Parkside, LLC to build Phase 1 of "Phoenix Park Neighborhood": a mixed-use development.



Conceptual Design of RCU Corporate Headquarters



Soo Line site before development project

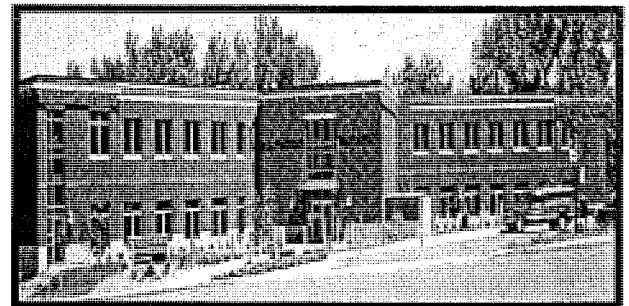
Soo Line Depot Redevelopment Area

- ◆ 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

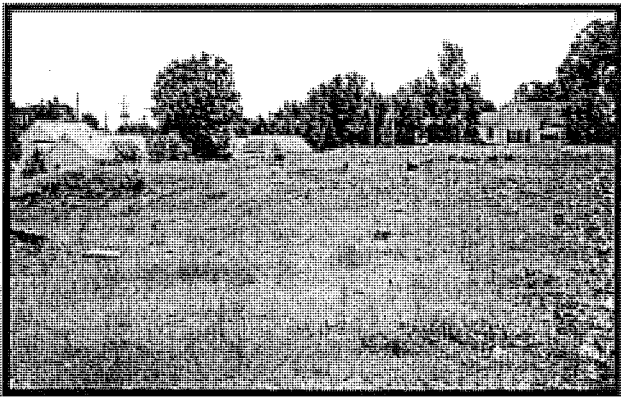
The current assessed value is \$3,925,000



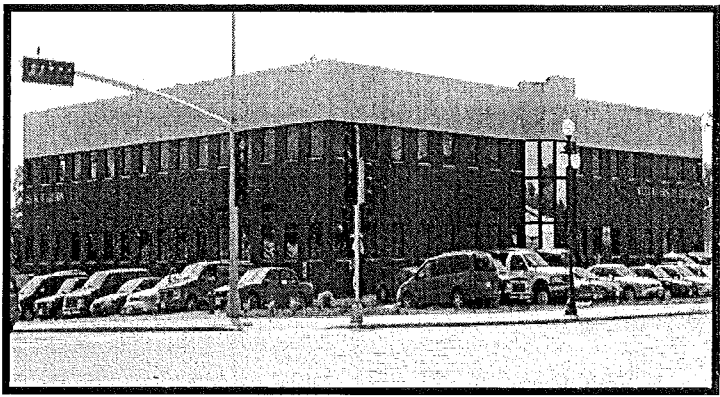
Riverview Plaza Office Building after redevelopment program

West Madison Street Redevelopment Area

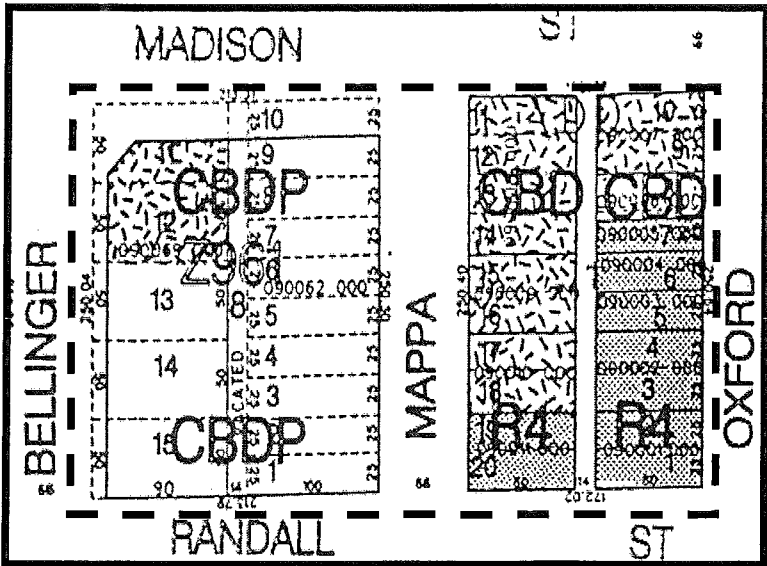
- ◆ Created in 1999 – Closed in 2000
- ◆ 2.6-acre area
- ◆ Included in the area were six residential properties, vacant commercial land and vacant public owned land
- ◆ The RDA received \$63,350 from the sale of a portion of the land to Riverside LLP. The developer constructed a 55,000 square foot office building to house the new job center consortium and other tenants
- ◆ The current assessed value is \$4,200,000



Before



After



Project Boundary

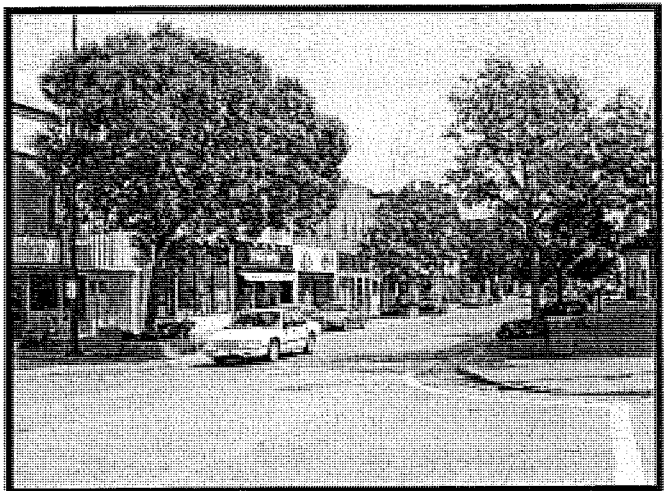
DOWNTOWN BUSINESS DISTRICT

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:

- ◆ 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 downtown area
- ◆ 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 services
- ◆ Actively market downtown as an attractive setting and convention site for visitors and convention delegates



Budget Cinema Block

Overview of Revenues and Expenditures

DOWNTOWN BUSINESS DISTRICT BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month Actual</u>	<u>Projection</u>	<u>Budget</u>
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 71,000	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000
Miscellaneous	2,143	500	1,950	500	1,000
Total Revenues and Other Financing Sources	<u>73,143</u>	<u>81,500</u>	<u>82,950</u>	<u>81,500</u>	<u>82,000</u>
Expenditures and Other Financing Uses:					
Contractual Services	19,520	21,500	2,512	21,500	21,500
Utilities	-	17,000	527	17,000	17,000
Materials & Supplies	15,536	19,000	12,191	19,000	19,000
Contrib. & Other Financing Uses	25,000	27,500	13,000	27,500	27,500
Total Expenditures and Other Financing Uses	<u>60,056</u>	<u>85,000</u>	<u>28,230</u>	<u>85,000</u>	<u>85,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 13,087</u>	<u>\$ (3,500)</u>	<u>\$ 54,720</u>	<u>\$ (3,500)</u>	<u>\$ (3,000)</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 15,414	\$ 11,914		\$ 28,501	\$ 25,001
Changes in Available Balances:					
From operations	<u>13,087</u>	<u>(3,500)</u>		<u>(3,500)</u>	<u>(3,000)</u>
Ending Balance	<u>\$ 28,501</u>	<u>\$ 8,414</u>		<u>\$ 25,001</u>	<u>\$ 22,001</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

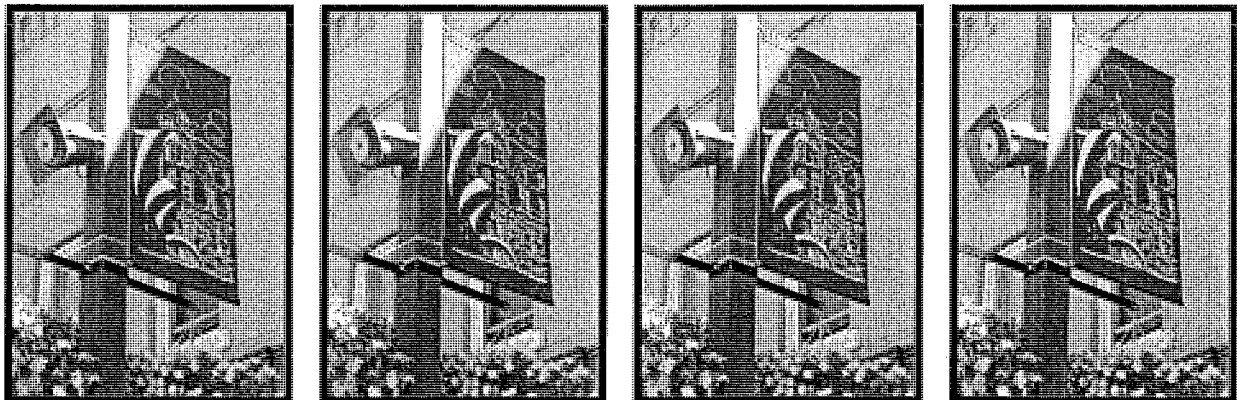
This account includes costs for auditing, advertising/marketing, activity promotion, street maintenance and beautification projects.

MATERIALS AND SUPPLIES

Included in this account is funding for office supplies, sidewalk music, lighting maintenance and banner maintenance.

OTHER FINANCING USES

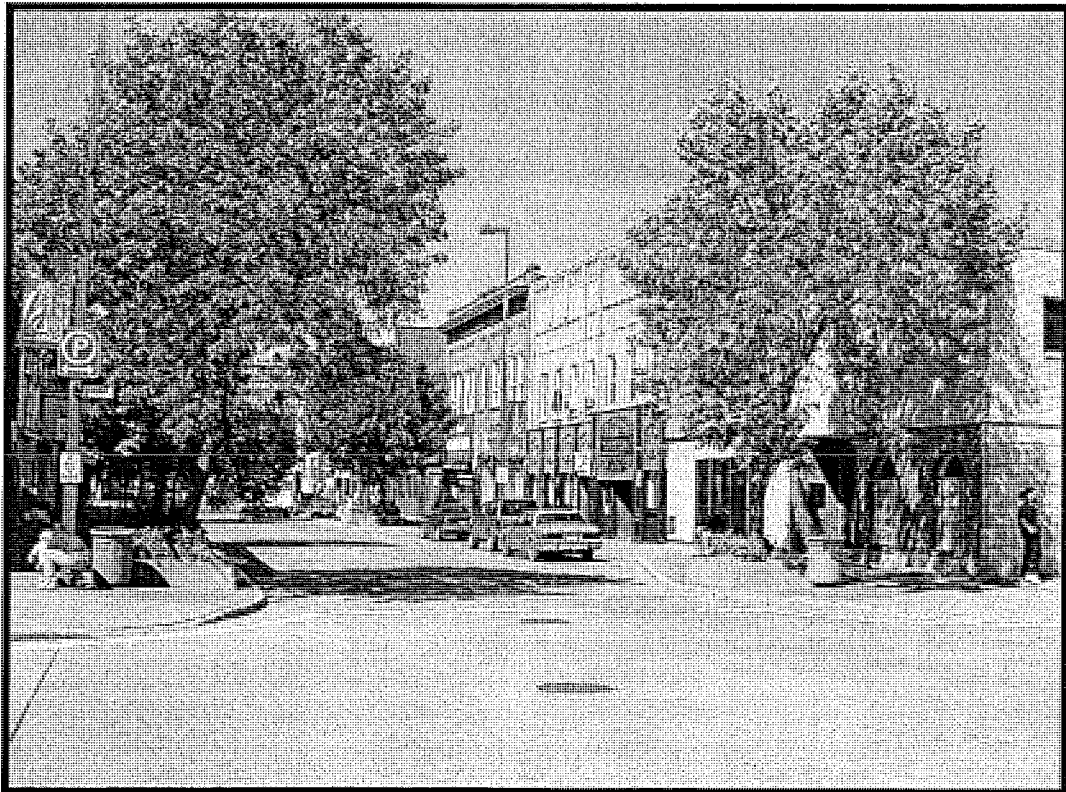
The Downtown BID provides \$26,000 for the support of Downtown Eau Claire, Inc. (DECI).



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
- ◆ Coordinate & fund garbage collection and provide trash receptacles
- ◆ Support downtown events, such as Summerfest and International Fall Festival



Barstow Street

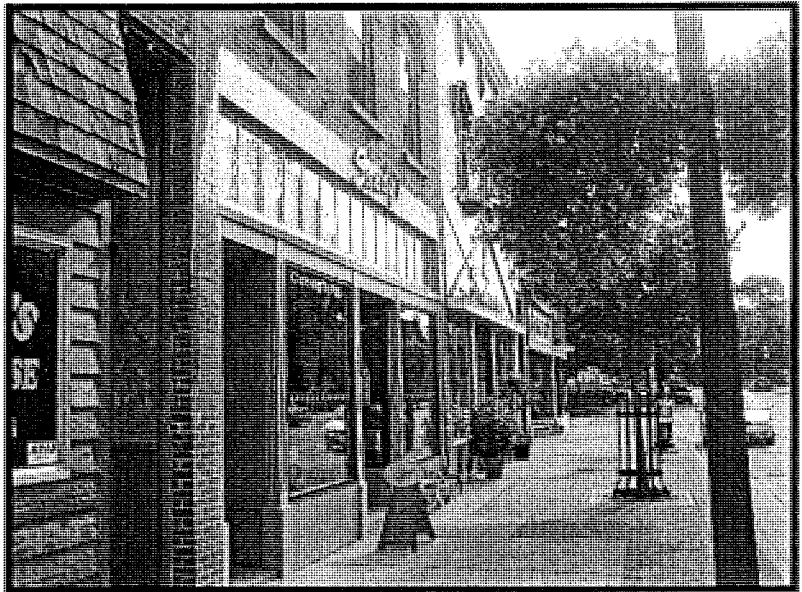
WEST GRAND BUSINESS DISTRICT

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



Sandy's on West Grand Avenue

Overview of Revenues and Expenditures
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WEST GRAND BUSINESS DISTRICT BUDGET SUMMARY

	<u>2006</u>	<u>2007</u>	<u>2007</u>	<u>2007</u>	<u>2008</u>
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 13,000
Miscellaneous	270	100	570	100	100
Non-operating Revenue	1,666	-	833	-	-
Total Revenues and Other	<u>13,936</u>	<u>12,100</u>	<u>13,403</u>	<u>12,100</u>	<u>13,100</u>
Financing Sources	<u>13,936</u>	<u>12,100</u>	<u>13,403</u>	<u>12,100</u>	<u>13,100</u>
Expenditures and Other Financing Uses:					
Contractual Services	10,705	12,000	967	12,000	13,000
Total Expenditures and					
Other Financing Uses	<u>10,705</u>	<u>12,000</u>	<u>967</u>	<u>12,000</u>	<u>13,000</u>
Excess (Deficiency) of					
Funding Sources Over Uses	<u>\$ 3,231</u>	<u>\$ 100</u>	<u>\$ 12,436</u>	<u>\$ 100</u>	<u>\$ 100</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 309	\$ 1,110		\$ 3,540	\$ 3,640
Changes in Available Balances:					
From operations	<u>3,231</u>	<u>100</u>		<u>100</u>	<u>100</u>
Ending Balance	<u>\$ 3,540</u>	<u>\$ 1,210</u>		<u>\$ 3,640</u>	<u>\$ 3,740</u>

Budget Overview

REVENUES

TAXES

A lapsing budget is established each year, funded entirely by special assessments paid by commercial property owners in the district. The City collects the funds through the tax roll and maintains separate accounting records for all receipts and disbursements.

MISCELLANEOUS

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

EXPENDITURES

CONTRACTUAL SERVICES

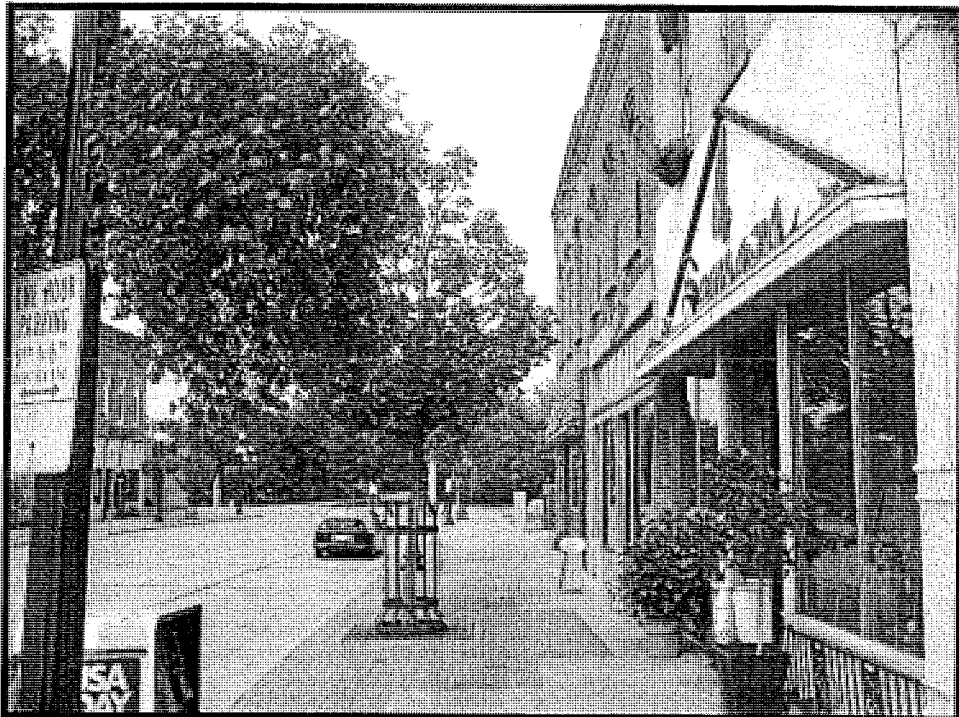
This account includes costs for auditing, repairs, maintenance, snow and ice removal, sidewalk cleaning, hanging flower baskets and weed removal for the district.

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. Four loans have been processed under this program
- ◆ 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.



West Grand Avenue

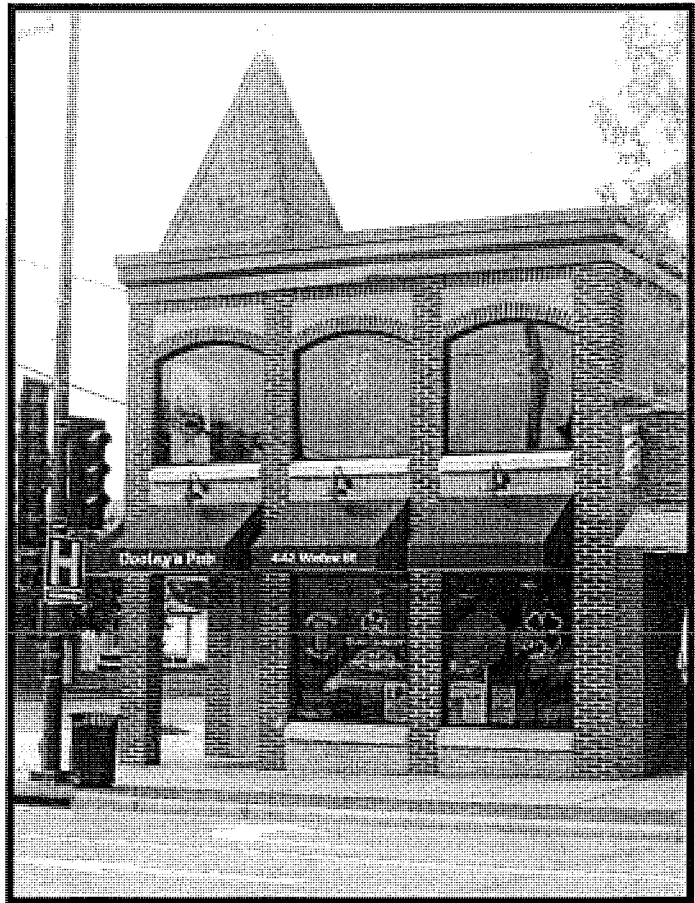
WATER STREET BUSINESS DISTRICT

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 use this resource to the benefit of both the Water Street District and the community
- ◆ Promote physical rehabilitation of the district that incorporates elements of its history, contemporary design and environmental aesthetics
- ◆ Encourage activities and developments that promote Water Street as a destination for visitors



Dooley's Pub on Water Street

Overview of Revenues and Expenditures
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WATER STREET BUSINESS DISTRICT BUDGET SUMMARY

	2006	2007	2007	2007	2008
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
Miscellaneous	2,020	700	1,050	700	700
Total Revenues and Other Financing Sources	<u>11,520</u>	<u>10,200</u>	<u>10,550</u>	<u>10,200</u>	<u>10,200</u>
Expenditures and Other Financing Uses:					
Contractual Services	6,089	7,900	2,482	7,900	5,900
Materials & Supplies	248	1,600	224	1,600	1,600
Other Financing Uses	-	0	-	0	2,000
Total Expenditures and Other Financing Uses	<u>6,337</u>	<u>9,500</u>	<u>2,706</u>	<u>9,500</u>	<u>9,500</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 5,183</u>	<u>\$ 700</u>	<u>\$ 7,844</u>	<u>\$ 700</u>	<u>\$ 700</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ 33,080	\$ 34,180		\$ 38,263	\$ 38,963
Changes in Available Balances:					
From operations	<u>5,183</u>	<u>700</u>		<u>700</u>	<u>700</u>
Ending Balance	<u>\$ 38,263</u>	<u>\$ 34,880</u>		<u>\$ 38,963</u>	<u>\$ 39,663</u>

Budget Overview

REVENUES

TAXES

A lapsing budget is established each year, funded entirely by special assessments paid by commercial property owners in the district. The City collects the funds through the tax roll and maintains separate accounting records for all receipts and disbursements.

MISCELLANEOUS

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

EXPENDITURES

CONTRACTUAL SERVICES

This account includes costs for auditing, rent and repairs to the Community Police building, maintenance and promotions.

MATERIALS AND SUPPLIES

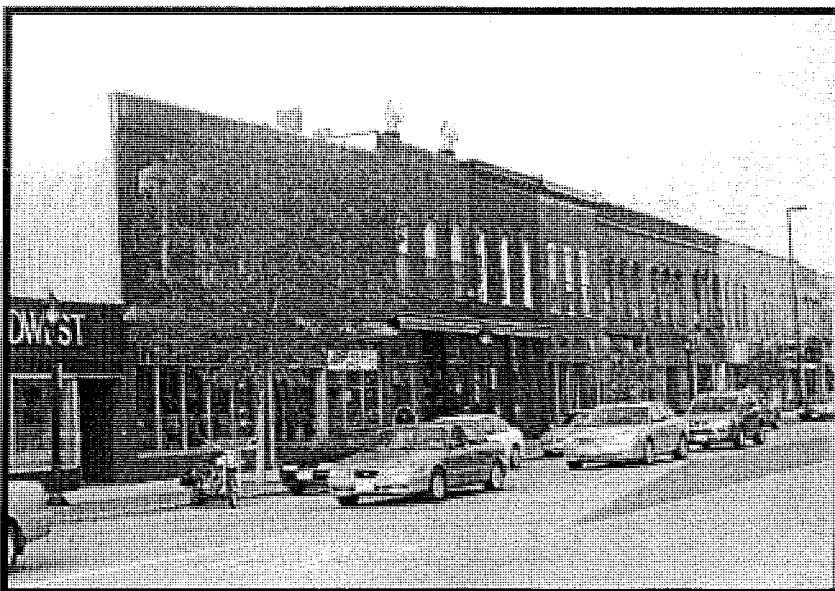
Included in this account are funds for office supplies and fixtures for the district.

Operation Highlights

The City Council appointed an eleven-member board to set policies for the BID district and to prepare an annual operating budget for projects and activities in the Water Street commercial area. Past projects of the Water Street BID include:

- ◆ Purchase and installation of a monument sign on Water Street at First Avenue and Seventh 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
- ◆ Publish and distribute a merchant directory

The Water Street BID consists of commercial properties between First Avenue and Seventh Avenue from Chippewa Street to the Chippewa River.



Water Street

NORTH BARSTOW/MEDICAL BUSINESS DISTRICT

The North Barstow/Medical Business Improvement District was formed in 2005 to allow business and property owners in the North Barstow and Medical districts of downtown to develop, manage and promote their respective districts and to establish an assessment method to fund these activities.

Programs & Services

To assure a continuing and successful development and promotional effort, the North Barstow/Medical Business Improvement District operates under the following goals:

- To encourage property owners to make improvements to their existing properties
- To promote and encourage the creation of distinctive and visually appealing entryways to downtown via Cameron, Madison and Galloway Streets
- To ensure and promote the feeling of safety in the area
- To provide for and encourage the clean up and maintenance of the riverbanks
- To enhance the beautification and clean up of this area of downtown to make it attractive to visitors
- To encourage the maintenance and upgrade of the streets and parking areas in the district
- To provide and encourage development of housing, entertainment, cultural and civic activities and facilities in downtown
- To promote this part of downtown as an attractive, desirable place to live, work, shop and be entertained



Farmers' Market at Phoenix Park

Overview of Revenues and Expenditures

NORTH BARSTOW / MEDICAL BUSINESS DISTRICT SUMMARY

	<u>2006</u>	<u>2007</u>	<u>2007</u>	<u>2007</u>	<u>2008</u>
	<u>Actual</u>	<u>Budget</u>	<u>6-Month</u>	<u>Projection</u>	<u>Budget</u>
			<u>Actual</u>		
Operating Budget					
Revenues and Other Financing Sources:					
Taxes	\$ 48,200	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000
Miscellaneous	1,610	-	1,910	-	-
Total Revenues and Other Financing Sources	<u>49,810</u>	<u>48,000</u>	<u>49,910</u>	<u>48,000</u>	<u>48,000</u>
Expenditures and Other Financing Uses:					
Contractual Services	-	6,100	87	6,100	6,100
Fixed Charges	-	300	-	300	300
Materials and Supplies	500	36,600	-	36,600	36,600
Contrib. & Other Financing Uses	5,000	5,000	2,500	5,000	5,000
Total Expenditures and Other Financing Uses	<u>5,500</u>	<u>48,000</u>	<u>2,587</u>	<u>48,000</u>	<u>48,000</u>
Excess (Deficiency) of Funding Sources Over Uses	<u>\$ 44,310</u>	<u>\$ -</u>	<u>\$ 47,323</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital/Available Fund Balance					
Beginning Balance	\$ -	\$ -		\$ 44,310	\$ 44,310
Changes in Available Balances:					
From operations	44,310	-		-	-
Transfer (to)/from reserves -	-	-		-	-
Ending Balance	<u>\$ 44,310</u>	<u>\$ -</u>		<u>\$ 44,310</u>	<u>\$ 44,310</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.

EXPENDITURES

MATERIALS AND SUPPLIES

This account includes costs for clean up of riverbanks, beautification efforts and promotions.

IMPROVEMENTS TO EXISITING PROPERTIES

Included in this account are funds to use as incentives for property owners to make improvements to properties within the district.

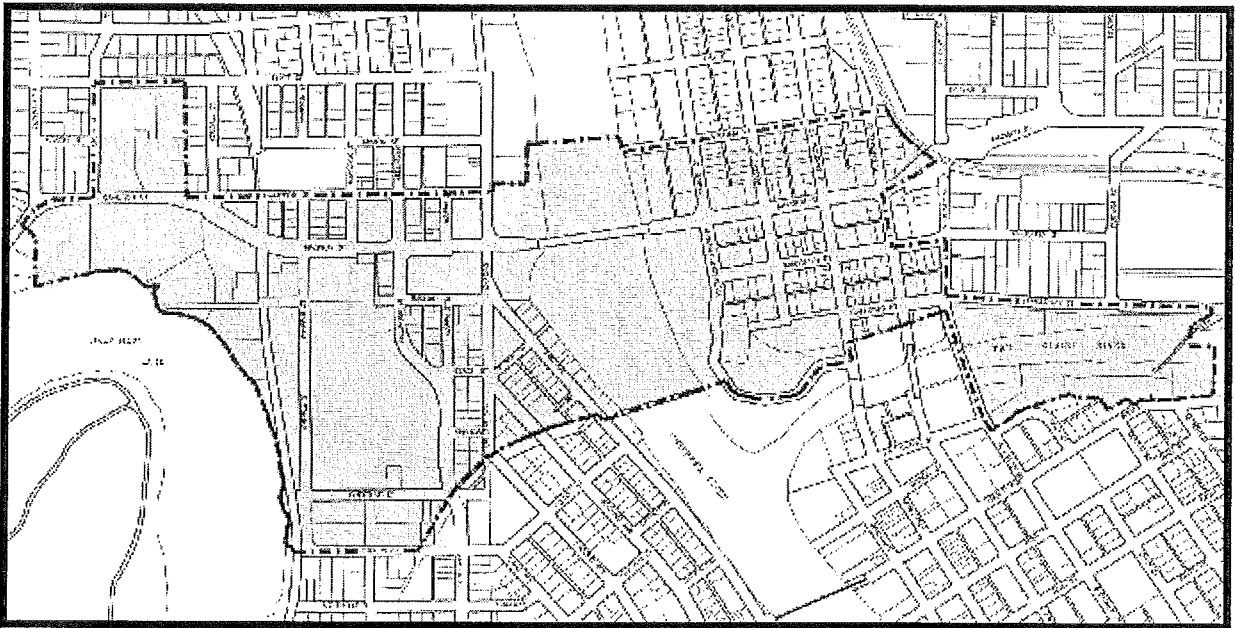


Luther/Midelfort Mayo Health System

Operation Highlights

The City Council has appointed a 9-member Board of Directors to set policies for the BID district and to prepare an annual operating budget for project and activities in the North Barstow and Medical commercial areas.

The North Barstow/Medical BID consists of commercial properties in the North Barstow and Medical districts of downtown, as defined by the HyettPalma report (2001).



District boundaries