PRESENTED TO

MAYOR AND COMMON COUNCIL

CITY OF MARSHFIELD, WISCONSIN

Michael D. Meyers	Mayor
Michael Feirer	Alderman, District 1 Chairman, Board of Public Works
Alanna Feddick	Alderman, District 2
Gerald Nelson	Alderman, District 3
Marty Anderson	Alderman, District 4
Jerry Bennington, Sr.	Alderman, District 5 Chairman, Finance, Budget and Personnel Committee
Chris Meyer	Alderman, District 6
Donald Krueger	Alderman, District 7
John Spiros	Alderman, District 8
Tom Buttke	Alderman, District 9 Council President
Edward Beaudry, Jr.	Alderman, District 10

* * * * * * *

Michael F. Brehm	City Administrator
Keith R. Strey	Finance Director

October 11, 2005

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CITY OF MARSHFIELD, WISCONSIN

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City of Marshfield
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MARSHFIELD
The City in the Center

Michael F. Brehm
City Administrator
(715) 387-6597
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October 11, 2005

Honorable Michael Meyers and members
of the Common Council
City of Marshfield
630 South Central Avenue
Marshfield, WI 54449

Subject: Administrator's Recommended 2006 Budget

Mayor Meyers and members of the Common Council:

The following is a presentation of the 2006 Program of Services. The budget is the most important planning process undertaken by city government. This process determines the amount of resources that the city will invest in operating programs and capital projects. These investments are critical to the financial stability of our community, the quality of life for our citizens, the safety of our community and the future success and economic growth that we will experience as a community.

These investments should not be looked at as single-year investments, but long-term investments that should pay dividends in a better quality of life for our citizens, a safer community where we do not fear for the safety of our children, a community where good jobs are available for our citizens, and a community where public services are provided in an effective and efficient manner because of the investments we have made in equipment, technology and training for our employees.

Submitted for your review and consideration is the Recommended 2006 Budget. Details of the budget recommendations are contained in the summaries following this letter. I will not go through each of the recommendations in detail, since we will be reviewing the recommended budget over the next three weeks. The 2006 recommended budget is based upon a 1.25% increase in the overall city's assessed valuation. This limited growth in the assessed valuation would require a decrease of $20,245 in tax levy without changing the tax rate. This is due to the modest increase in assessed valuation overall and a significant increase in the TIF Districts' assessed valuation and resulting levy increase ($166,361). Major adjustments to the tax roll this year resulted in a reduction of over $27,500,000 in the assessed values. These reductions were due to Marshfield Clinic real estate and personal property, St. Joseph's Hospital Child Care Center and State manufacturing changes. Had these adjustments not occurred there would've been a 3.7% increase in the overall city's assessed valuation. Increases in the cost to deliver services ($416,480), exclusive of health insurance costs, indebtedness obligations ($199,504), utility costs ($74,837), and unavailable fund balances ($799,494) proved challenging. These increases in cost were offset, in part, by the transfer of the balance

of the Public Fire Protection charge to the water bill in July, 2005 (net-$318,549), the transfer of the Dispatch Center service to Wood County effective October 1, 2006 ($209,000), increase in State aid for the Expenditure Restraint Program ($100,133), capital outlay purchase reductions ($212,093) and health insurance savings ($210,757).

What made this budget even more challenging was the new State imposed levy limits on local units of government. For Marshfield, the maximum increase in the city's levy, exclusive of TIF District levies, is 2.359% or $254,625. General obligation debt is excluded from this calculation. The city's tax levy, exclusive of TIF District levies, increased $276,195; $254,625 for operation and capital expenditures and $21,570 for general obligation debt.

One of the Common Council's objectives in the parameters that it approved earlier this year was that the 2006 budget should be developed so that there is no change in the city's tax rate unless absolutely necessary. As per the parameters "A slight increase in the tax rate will be considered to address the maintenance of services at existing levels, staffing needs, debt obligation requirements, replacing outdated equipment, and implementation of the CIP program". To meet this objective, I applied several specific strategies. The primary strategies included:

- Continue long-term borrowing to fund the projects approved in the CIP Program. The amount of $2,027,000 is included as general obligation long-term debt proceeds. This is $27,000 more than the borrowing amount approved in the CIP program. This difference represents the cost of debt issuance. The detailed 2006 borrowing is shown in the Debt Service Funds section. All borrowings will impact the city's tax rate or user fees in future years as these debt obligations come due.

- Several requests for Capital Outlay are recommended to be increased, eliminated or reduced and are identified in Appendices E and F.

- I am also recommending that $517,065 of the city's General Fund balance be applied to reduce the tax levy for the 2006 budget. This will reduce the city's General Fund's unreserved, undesignated balance on December 31, 2005 to an estimated amount of $4,660,155 which is within the policy limits adopted by the Common Council. It should be pointed out that this $517,065 will not be available for budget years subsequent to 2006.

- Continue to include the costs of the 2006 sanitary sewer capital projects in the Wastewater Utility's budget to more properly reflect the cost of providing sanitation services. Again, $750,000 is anticipated to be borrowed in 2006 by issuance of sewer mortgage revenue bonds per the 2005 – 2009 adopted CIP program.

The General Fund budget for 2006 is $19,159,017, a $15,261, or .08% decrease from the approved 2005 budget of $19,174,278. The budget does not include any new employees nor were any requested. The budget includes $70,475 for new Assessor Property Database/CAMA software to replace existing software. This new software will provide staff with enhancements, compatibility with current hardware, and integration with the GIS software, service, and security. Also included in this budget is $65,100 for the continued implementation of the GIS program. A major emphasis this year is the development input of storm sewer data. A portion of the costs of the GIS budget is

shared by the city's two utilities. There is $46,510 included in the Planning and Economic Development budget to complete the update of the city's comprehensive plan. The budget also includes $289,408 for the asphalt overlay program and $95,600 for the asphalt mill-in-place program. $180,000 is also included for pavement marking enhancements of which $135,000 is funded by State aid.

The budget maintains a strong emphasis on sustaining the quality and the level of service that the community has come to expect. In addition to the above projects, we are able to make an investment in the city's future in the following areas:

- By addressing concerns about maintaining our infrastructure I am recommending $3,409,021 in funding to address maintenance needs in our infrastructure including $1,413,379 for street improvements, $750,000 for sanitary sewer construction/ reconstruction, and $1,245,642 for storm sewer construction. In addition, I am proposing $212,794 for various Parks and Recreation projects; $165,000 for a new general aviation building (an additional $655,000 in cost will be funded by State aid); and $32,500 for a new cooling tower on top of the City Hall Plaza Building.

- To continue our investment in our future through education, I am recommending $40,000 for an asbestos abatement project in the Laird Building at the UW College, Marshfield/Wood County campus.

Overall, the 2006 budget is an aggressive budget based upon sound fiscal management policies and proven strategies. The recommended budget meets the budget parameters, the adopted CIP Program for 2005-2009, the State's levy limit requirements and their expenditure restraint program. The total 2006 budget for all city funds is $34,678,825. This is an increase of $64,665, or 0.2% above the originally adopted 2005 budget of $34,614,160. This budget reflects the cost of providing basic services, and an aggressive capital improvement program. The city tax rate necessary to finance the recommended 2006 budget is $9.99668. This is an increase of $0.26770, or 2.75% over last year's city tax rate of $9.72898. In the recent Citizens' Survey it was noted that there was support by over half of the respondents for a modest tax rate increase to maintain the same level of services.

Specific details on revenues and expenditures are identified in fund summaries within this document. When reviewing the budget, please keep in mind that this budget is predicated upon a projected tax base yet to be finalized. The final assessed valuation data will not be known until early November so, at the present time, a projected tax rate will be used for adoption of this budget.

Sincere thanks goes to my staff and the staff of the Finance Department along with city Department/Division heads and their staff for their hard work and cooperation in preparing these budget documents. I welcome any questions you may have as we move to the next phase of the budget process

Respectfully submitted,

Michael F. Brehm

Michael F. Brehm
City Administrator

City of Marshfield

Budget Development and Management Process

The budget is a financial and operating plan that matches planned revenues and expenditures with the services provided city residents, businesses and industries based on established budgetary policies. It expresses in dollar amounts the city's work programs for the upcoming fiscal year. When adopted, it becomes a major guidance document for department managers for the operation of their various responsibilities, functions and activities. Strong efforts have been made to provide as complete information as practicable for budget analysis by the Common Council; to provide clear direction through budget detail to operating managers; and to allow effective administrative overview and monitoring of activity expenditures.

The city's budget year coincides with the calendar year. By Statute the budget must include revenues and expenditures in a three year comparison plus information on debt service, fund balances and other information deemed appropriate.

The budget document begins with a transmittal letter from the City Administrator. This letter capsulizes the contents of the budget and major issues addressed during the budget development process. The Introductory and Summary Section describes the budget process, gives an overview of the city's organization structure and presents a summary of budget revenues and expenditures. All other sections include standard formatted details of specific resources, operations, and special programs.

The city follows these procedures in developing, adopting, controlling and updating its annual budget for each fiscal calendar year:

Development/Adoption

1. The Common Council establishes budgetary objectives, targets and overall guidelines taking into account levels of services, economic conditions, and taxpayer expectations.

2. Each operating manager submits preliminary budget requests to the Administrator based on those guidelines, including expenditures, applicable revenues, services, and work programs for the ensuing year. Requests are reviewed, amended and updated throughout the development process.

3. With staff input, the Administrator submits a total recommended budget to the Council which includes final department requests, Administrator's recommended expenditures and the means of financing them and required tax levy.

4. Copies of the recommended budget are made available for public review in the Library and by request from the Finance Department.

5. The Council schedules "open to the public" budget workshops with the Mayor, Administrator, and the city staff. A formal Public Hearing is conducted to obtain public and taxpayer input. At the Public Hearing all interested persons are given the opportunity to be heard for or against any service expenditure or revenue.

6. The budget, authorizing spending levels and adopting a tax levy, is legally enacted through passage of a Council resolution.

Control/Updating

1. The budget, as adopted, includes total expenditures for the General (operating), Debt Service, Special Revenue, Capital Projects and other funds as appropriate.

2. General (operating) Fund appropriations are made at the following major expenditure program levels:

   General Government
   Public Safety
   Public Works
   Health and Human Services
   Culture, Recreation & Education
   Conservation & Development
   Miscellaneous Other Uses

   All other funds are appropriated at the total expenditure level. Expenditures cannot exceed appropriations without approval of two-thirds of the Council and publication of a Class I Public Notice.

3. Internal city policies include additional budgetary controls beyond the legal level. Budget revisions and updating may take place during the course of the year to meet changing needs. Transfers to or from (a) Salaries/Wages, (b) Capital Outlay, (c) between "departments" and major cost center accounts and from the Contingency account require approval of the Finance, Budget and Personnel Committee and a two-thirds vote of the Council.

4. The budgets for all funds are utilized as policy guides and operating fiscal plans for department managers throughout the year.

5. Detailed budget condition reports are furnished monthly to all department managers. The Finance Director submits monthly reports in writing to the Finance, Budget and Personnel Committee and Council and makes analyses of the fiscal condition of the city's various funds and appropriations and recommendations related thereto.

6. Appropriations and department budgets not encumbered by purchase orders, contracts or other formal obligation at year-end generally lapse and become available for re-appropriation in the succeeding fiscal year.

7. All budgets and accounting activity conform to Generally Accepted Accounting Principles (GAAP).

CITY OF MARSHFIELD

Mission Statement

The mission of the City of Marshfield is to provide for the highest quality, cost effective municipal services for residents and customers in a professional and responsive manner.

Values

Integrity: follow through, honesty, trust, respect for individuals, empathy

Vision: commitment to progress, future growth, improvement, anticipate needs, planning

Diversity: appreciate, considerate of gender, race and thought, receptive to new ideas

Safety: concern for health and welfare of employees and public (examples: environment, traffic)

Perseverance: keep at it, listen, change takes time

Partnerships: work together with vendors, customers, and other organizations

Organizational teamwork: share information, committed to community goals, involve all, cooperation, sharing ideas

Responsiveness: accurate, prompt and fair manner, respond to community needs

Citizenship: all have responsibility to the community

Learning: education and training for employees and public

Accountability: all individuals should take responsibility for their own actions for the success of the organization

CITY OF MARSHFIELD

BUDGET COMPARISON BY PROGRAM CATEGORY

ADOPTED 2005 AND RECOMMENDED 2006 BUDGETS

PROGRAM CATEGORY	2005 (1)	2006	$ CHANGE +/-	% CHANGE +/-
General Government	$ 3,146,394	$ 3,100,259	$ (46,135)	-1.5%
Public Safety	7,871,949	7,570,696	(301,253)	-3.8%
Public Works	10,636,951	11,226,265	589,314	5.5%
Health & Human Services	150,552	151,623	1,071	0.7%
Culture, Recreation, & Education	3,091,779	3,177,746	85,967	2.8%
Conservation and Development	922,796	829,906	(92,890)	-10.1%
Capital Outlay	3,493,592	2,799,470	(694,122)	-19.9%
Debt Service	4,457,834	4,677,267	219,433	4.9%
Other Financing Uses	1,418,985	1,145,593	(273,392)	-19.3%
TOTAL	$ 35,190,832	$ 34,678,825	$ (512,007)	-1.5%

(1) As amended, to date, by 2005 budget resolutions

CITY OF MARSHFIELD

CITY MIL RATES AND TAX YIELDS

FIVE YEAR (2001 – 2005) & 2006 RECOMMENDED

BUDGET YEAR	MIL RATE	CITY LEVY[2]	LEVY INCREASE (DECREASE) $	LEVY INCREASE (DECREASE) %
2001	$11.29027	$8,575,920	$732,853	9.34%
2002	$11.15403	$8,758,475	$182,555	2.13%
2003	$11.13296	$8,987,132	$228,657	2.61%
2004	$9.25405[1]	$9,223,326	$236,194	2.63%
2005	$9.72898	$10,963,378	$1,740,052	18.87%
2006	$9.99668	$11,405,933	$442,555	4.04%

[1]Rate reduction due to city-wide revaluation by Assessor's Office
[2]Includes City's share of TID levies

PARAMETERS FOR PREPARATION OF THE 2006 BUDGET REQUESTS
CITY OF MARSHFIELD, WISCONSIN

1. Pursue expenditure and revenue strategies that consider the present range of services provided to our citizens. All services should be evaluated by individual departments, and recommendations made to any possible reduction in non-essential services, to be considered by the Common Council prior to adoption of this budget.

2. Pursue alternative revenue resources which meet standards of equity among all citizens and service recipients and which are susceptible to efficient administration with regard both to the cost of administration and the propensity for delinquency.

3. The use of outside consulting services should be limited to occasions when it is considered more cost-effective, or timely, to do so than to accomplish the same in-house.

4. The city should consider additional areas in which services can be provided on a contractual basis.

5. City departments are encouraged to continue to seek community partners to provide services and address needs.

6. Maintain enterprise activities (wastewater utility and emergency medical services) and internal service activities (vehicles and equipment) on a fully self-supporting basis in accordance with proprietary fund accounting principles.

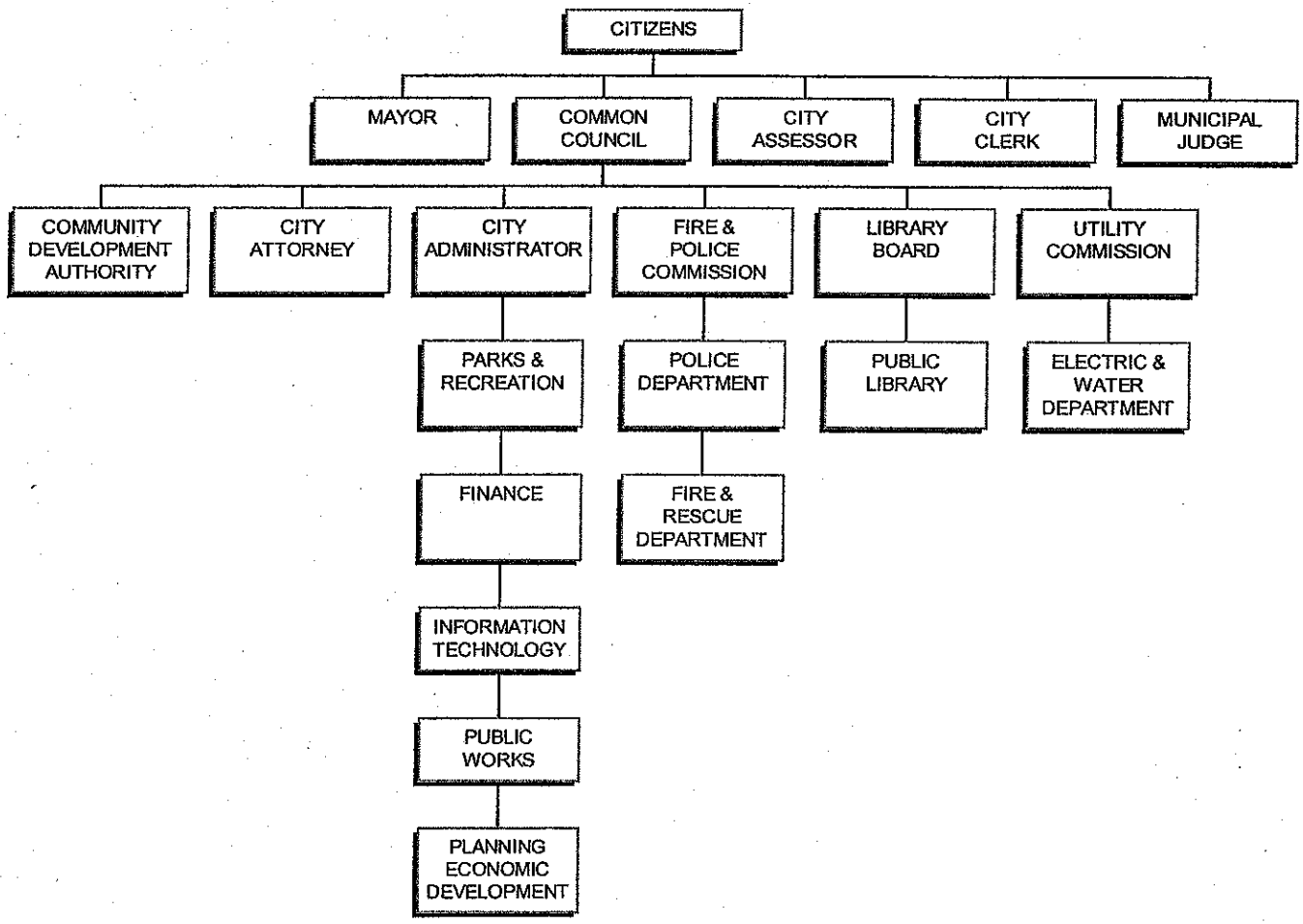
   a) Also, evaluate the effects of expending only those monies accumulated in the "Machinery & Equipment Fund", without borrowing funds to meet particular needs.

7. Pursue expenditure and revenue strategies that foster geographic and demographic equity within the city.

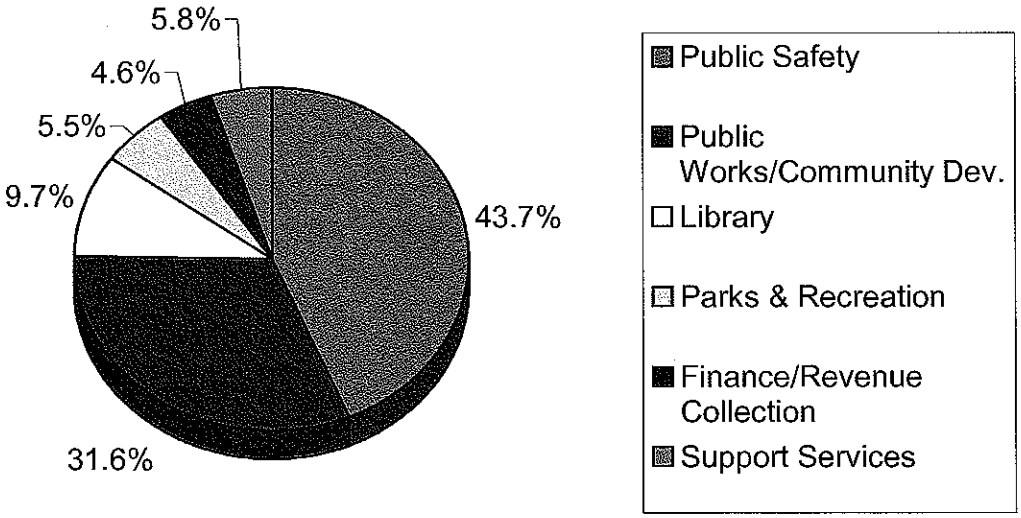
8. The 2006 budget should be developed so that there is no increase in the city's tax rate unless absolutely necessary. A slight increase in the tax rate will be considered to address the maintenance of services at existing levels, staffing needs, debt obligation requirements, replacing outdated equipment, and implementation of the CIP program..

9. Once it is presented to the Common Council, any suggested additions to the recommended City Administrator's budget, which would affect the tax levy, will be offset by a suggested corresponding reduction elsewhere, either through budget reductions or revenue increases.

CITY OF MARSHFIELD
ORGANIZATION CHART



ALLOCATION OF HUMAN RESOURCES BY FUNCTION 2006 BUDGET

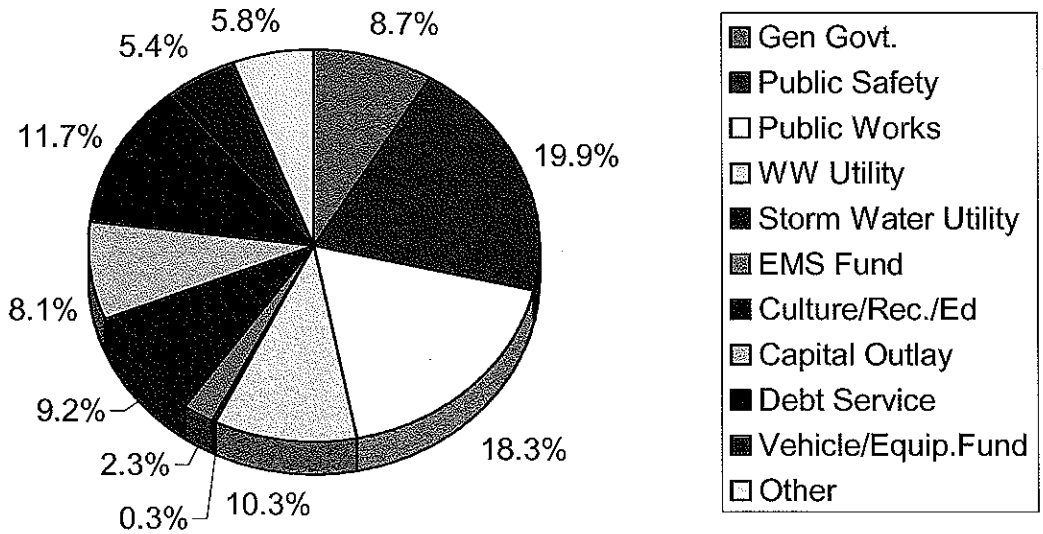


Functions	2005 Current FTE'S	2005 Current %	2006 Recommended FTE'S	2006 Recommended %
Public Safety	88	43.7%	88	43.7%
Public Works/Community Dev.	63.5	31.6%	63.5	31.6%
Library	19.48	9.7%	19.48	9.7%
Parks & Recreation	11	5.5%	11	5.5%
Finance/Revenue Collection	9.3	4.6%	9.3	4.6%
Support Services	9.95	4.9%	9.95	4.9%
	201.23	100.0%	201.23	100%

Schedule
Authorized Full-Time and Permanent Part-Time Positions
Current 2005 and Recommended 2006 Budgets
Expressed in Full-Time Equivalent (FTE) Positions

FUNCTION	DEPARTMENT/ DIVISION	2005 FTE	2006 FTE	NET CHANGE FTE
Public Safety	Police	53	53	0
	Fire and Rescue	27.3	27.3	0
	EMS	7.7	7.7	0
		88	88	0
Public Works/ Community Development	Public Works Admin	2	2	0
	Building Services	6	6	0
	Engineering	6	6	0
	Street Services	34	34	0
	City Planner	3	3	0
	Wastewater Utility	10.5	10.5	0
	Cemetery	2	2	0
		63.5	63.5	0
Library	Library	19.48	19.48	0
Parks and Recreation	Parks and Recreation	11	11	0
Finance and Revenue Collection	Assessor	4	4	0
	Finance	5.3	5.3	0
		9.3	9.3	0
Support Services	Mayor's Office	1.2	1.2	0
	City Admin/H.R.	3	3	0
	City Clerk	2	2	0
	Information Systems	3	3	0
	Municipal Court	0.75	0.75	0
		9.95	9.95	0
	Total	201.23	201.23	0

CITY OF MARSHFIELD
ADMINISTRATOR'S
RECOMMENDED 2006 BUDGET BY CATEGORY
$34,678,825



PROGRAM CATEGORY	BUDGET	%
Gen Govt.	$3,012,171	8.7%
Public Safety	6,917,133	19.9%
Public Works	6,333,354	18.3%
WW Utility	3,586,381	10.3%
Storm Water Utility	114,107	0.3%
EMS Fund	788,860	2.3%
Culture/Rec./Ed	3,177,746	9.2%
Capital Outlay	2,799,470	8.1%
Debt Service	4,060,104	11.7%
Vehicle/Equip.Fund	1,876,484	5.4%
Other	2,013,015	5.8%
	$34,678,825	100%

CITY OF MARSHFIELD
SUMMARY OF 2006 BUDGET FOR ALL FUNDS

All Funds (Except Electric & Water Utility)	2004 Actual	2005 Budget	2005 6 Mos Act 6 Mos Est Amounts	2006 Departmental Requests	2006 Administrator's Recommended Budget
Expenditures					
General Government	$ 2,512,279	$ 3,061,478	$ 3,048,930	$ 3,012,411	$ 3,012,171
Public Safety	7,347,876	7,235,106	6,999,752	7,090,533	6,917,133
Public Works	5,024,699	5,926,521	5,834,472	6,341,739	6,333,354
Health and Human Services	139,016	150,552	131,113	151,623	151,623
Culture, Recreation and Education	2,975,001	3,091,779	3,145,583	3,171,119	3,177,746
Conservation and Development	864,377	922,796	954,890	859,556	829,906
Capital Outlay	2,589,817	3,493,592	4,364,902	2,795,178	2,799,470
Debt Service	6,772,384	3,815,419	3,818,019	4,060,104	4,060,104
Other Financing Uses	1,591,343	1,418,985	1,402,635	986,875	1,031,486
Enterprise Fund	3,209,573	3,474,898	3,431,910	3,590,006	3,586,381
Storm Water Utility	560,027	-	4,511	-	114,107
EMS Fund	717,341	801,038	704,622	791,360	788,860
Internal Service Fund	1,528,810	1,798,668	1,738,490	1,880,604	1,876,484
Total Expenditures	$ 35,832,544	$ 35,190,832	$ 35,579,829	$ 34,731,108	$ 34,678,825
Revenues					
General Property Tax Levy	$ 8,419,429	$ 10,793,805	$ 10,793,804	$ 11,379,076	$ 11,070,000
Taxes (Other Than General Property)	1,963,032	1,635,704	1,633,727	2,045,150	2,080,650
Special Assessments	430,341	445,000	359,000	359,000	359,000
Intergovernmental	8,007,426	7,702,356	7,868,410	8,051,957	8,168,526
Licenses and Permits	349,784	313,600	318,000	324,350	324,350
Fines, Forfeits and Penalties	115,939	189,000	252,200	257,200	257,200
Public Charges for Services	555,071	535,897	594,421	583,002	598,529
Intergovernmental Charges for Services	211,930	176,629	297,322	260,787	177,836
Miscellaneous	844,999	942,071	897,174	980,079	980,079
Other Financing Sources	5,960,868	6,515,115	4,890,635	4,269,853	4,342,122
Enterprise Fund	4,169,958	4,417,616	4,046,614	4,451,950	4,451,950
Storm Water Utility	729,081	-	9,828	-	114,107
EMS Fund	808,343	775,049	811,923	881,704	831,704
Internal Service Fund	1,563,270	1,804,083	1,804,142	1,853,880	1,853,880
Total Revenues	$ 34,129,572	$ 36,245,925	$ 34,577,200	$ 35,697,988	$ 35,609,933
Tax Levy for City Purposes Including TID Levy	9,223,326	10,963,378		11,724,389	11,405,933
Tax Rate for City Purposes Per $1,000 of A.V.	$ 9.25405	$ 9.72898		$ 10.27579	$ 9.99668
FUND BALANCES JANUARY 1:					
Reserved	$ 5,932,009		$ 6,717,279	$ 6,353,611	$ 6,353,611
Unreserved: Designated	2,616,976		2,003,303	1,095,215	1,095,215
Undesignated	19,319,632		17,399,972	17,669,099	17,669,099
TOTAL FUND BALANCES JANUARY 1	$ 27,868,617		$ 26,120,554	$ 25,117,925	$ 25,117,925
Adjustments to Fund Balances:					
Wastewater Utility amortization of contributed capi	51,721		0	0	0
Fund Balance applied / adjustments	(6,630)		0	(406,261)	(808,636)
Total Adjustments	45,091		0	(406,261)	(808,636)
FUND BALANCES DECEMBER 31:					
Reserved	$ 6,717,279		$ 6,353,611	$ 6,308,260	$ 6,191,327
Unreserved: Designated	2,003,303		1,095,215	1,095,522	1,074,020
Undesignated	$17,399,972		$17,669,099	$18,274,762	$17,975,050
TOTAL FUND BALANCES DECEMBER 31	$ 26,120,554		$ 25,117,925	$ 25,678,544	$ 25,240,397

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CITY OF MARSH..LD 2006 BUDGET
ESTIMATED TAX LEVY COMPARISONS

	2003 Levy for 2004 Budget	Percentage of Each Levy to Total Levy	2004 Levy for 2005 Budget	Percentage of Each Levy to Total Levy	Administrator's 2005 Recommended 2006 Budget	Percentage of Each Levy to Total Levy
WOOD COUNTY						
Local	8,382,611.46	38.87%	10,059,829.96	40.58%	10,254,425.42	39.90%
School	7,189,893.85	33.35%	7,447,615.46	30.05%	7,525,350.46	29.28%
MSTC	1,433,638.53	6.65%	1,640,523.25	6.62%	1,690,799.25	6.58%
County	4,240,850.30	19.67%	5,017,239.20	20.24%	5,203,848.17	20.25%
State	175,686.30	0.81%	211,341.02	0.85%	215,567.84	0.84%
T.I.D.	138,841.15	0.64%	407,339.09	1.64%	808,330.06	3.15%
Total Wood County	21,561,521.59	100.00%	24,783,887.98	100.00%	25,698,321.20	100.00%
MARATHON COUNTY						
Local	701,873.54	38.90%	733,975.04	40.13%	815,574.58	41.19%
School	584,694.04	32.41%	549,710.84	30.06%	597,516.04	30.18%
MSTC	116,585.85	6.46%	121,087.54	6.62%	134,250.18	6.78%
County	386,586.98	21.43%	408,394.03	22.33%	416,561.91	21.04%
State	14,287.10	0.79%	15,340.56	0.84%	15,647.37	0.79%
Total Marathon County	1,804,027.51	100.00%	1,828,508.01	100.00%	1,979,550.08	100.00%

Tax Rate per $1,000 A.V. on the Total Levy

Gross Tax Rates:			
Wood County	$ 23.41518	$ 23.57146	$ 24.25771
Marathon County	23.78570	24.23722	24.26378
State Tax Credits:			
Wood County	1.02292	0.91247	0.88914
Marathon County	0.87881	1.01734	0.81699
Net Tax Rates:			
Wood County	22.39226	22.65899	23.36857
Marathon County	22.90689	23.21988	23.44679

CITY OF MARSHFIELD 2006 BUDGET
EIGHT YEAR SUMMARY
VALUATION, TAX RATES AND TAX LEVIES

Year of Budget	Assessed Valuation	Equalized Ratio	Gross Tax Rate	City Tax Rate	Total Levy	Local Levy
1999:						
Wood County	683,234,244	101.74	26.97968	10.71806	18,433,439.71	7,322,947.31
Marathon County	23,932,760	105.75	26.27928	10.71806	628,935.53	256,512.82
2000:						
Wood County	687,392,180	100.76	26.79872	10.98486	18,421,222.43	7,550,904.00
Marathon County	26,596,850	101.28	26.66873	10.98486	709,304.11	292,162.58
2001:						
Wood County	717,503,400	97.33	27.18574	11.29027	19,505,864.65	8,100,808.53
Marathon County	42,081,620	105.45	25.73927	11.29027	1,083,150.13	475,111.75
2002:						
Wood County	728,648,420	92.96	27.74397	11.15403	20,215,614.85	8,127,369.88
Marathon County	56,580,600	88.04	28.52381	11.15403	1,613,903.22	631,104.90
2003:						
Wood County	745,845,530	88.55	28.59615	11.13296	21,328,619.17	8,303,589.00
Marathon County	61,398,140	99.93	26.59135	11.13296	1,632,659.91	683,543.34
2004:						
Wood County	920,835,270	105.64	23.41518	9.25405	21,561,521.59	8,521,452.61
Marathon County	75,845,040	106.11	23.78570	9.25405	1,804,027.51	701,873.54
2005:						
Wood County	1,051,436,480	99.50	23.57146	9.72898	24,783,887.98	10,229,402.76
Marathon County	75,442,150	98.30	24.23722	9.72898	1,828,508.01	733,975.04
2006 Administrator's Recommended:						
Wood County	1,059,387,540	96.70	24.25771	9.99668	25,698,321.20	10,590,358.72
Marathon County	81,584,540	96.90	24.26378	9.99668	1,979,550.08	815,574.58

CITY OF MARSHFIELD 2006 BUDGET

FUND BALANCES-ESTIMATED, RESERVED, DESIGNATED, UNDESIGNATED AND AVAILABLE WORKING CAPITAL

Fund #	Description		Estimated Fund Balances 12/31/2005	Restricted Reserved Appropriations	Delinquent Taxes & Receivables	Available Working Capital	Overdrafts in Other Funds
101	General:	Reserved	$ 54,685	$ 54,685	$ -	$ -	$ -
		Designated	526,867	-	-	526,867	-
		Undesignated	5,177,220	-	1,011,229	477,656	3,688,334
202	Room Tax	Designated	25,866	-	-	25,866	-
203	Convention & Visitors Bureau	Designated	78,407	-	-	78,407	-
203	Convention & Visitors Bureau	Reserved	100,000	100,000	-	-	-
208	CDBG - Residential	Reserved	280,423	280,423	-	-	-
210	Economic Development	Reserved	1,509,569	1,509,569		-	-
210	Economic Development	Designated	-	-	701,572	(701,572)	-
211	Commercial Rehab.	Designated	1	-		1	-
213	Residential Rehab.	Reserved	175,293	175,293	-	-	-
214	Business Improvement District	Reserved	0	0	65	(65)	-
216	Residential Revolving	Reserved	186,406	186,406	137,031	(137,031)	-
218	Law Enforcement Restricted Rev	Reserved	4,761	4,761	-	-	-
220	Taxi System Fund	Reserved	44,449	44,449	56,419	(56,419)	-
225	Utility Dividend Fund	Designated	243,012	-	-	243,012	-
231	E. Industial Park Improvement	Designated	119,144	-	-	119,144	-
235	Cable Television	Designated	80,161	-	-	80,161	-
302	State Trust Fund Loan	Reserved	-	-	-	-	-
303	Long-term Notes	Reserved	7,951	7,951	-	-	-
306	Refunding Bonds	Reserved	(2,974)	(2,974)	-	2,974	(2,974)
401	Street Construction	Reserved	395,543	395,543	-	-	-
403	Urban Development	Reserved	44,611	44,611	-	-	-
407	Storm Sewer Construction	Undesignated	(15,547)	-	-	-	(15,547)
412	Fire Protection Fund	Designated	203	-	-	203	-
414	Sanitary Sewer Const O/L Fund	Designated	-	-	-	-	-
415	Airport Outlay	Reserved	18,445	18,445	-	-	-
420	Parks & Rec Capital Proj Fund	Reserved	76,292	76,292	-	-	-
422	Water Main Const O/L Fund	Undesignated	(0)	-	-	-	(0)
425	TID #3 (Tower Hall)	Reserved	606	606	-	-	-
426	TID #2 (Purdy)	Reserved	74,700	74,700	-	-	-
428	TID #4 (Downtown)	Undesignated	(2,071,916)	-	-	-	(2,071,916)
429	TID #6 (Figi Project)	Undesignated	(32,780)	-		-	(32,780)
430	TID #5 (Mill Creek)	Undesignated	(1,551,421)	-		-	(1,551,421)
432	TID #7 (Yellowstone I.P.)	Undesignated	(987)	-		-	(987)
437	City Hall Remodeling Fund	Designated	(12,710)	-	-	-	(12,710)
440	UW Bldg/Remodeling Project	Designated	21,554	-	-	21,554	-
601	W.U.						
		Reserved	2,354,210	2,354,210		-	-
		Undesignated	15,695,154	-	510,907	15,184,247	-
603	Storm Water Utility	Undesignated	114,107	-		114,107	-
605	Emergency Medical Serv Fund	Undesignated	330,073	-	135,357	194,716	-
701	I.S.F.						
		Reserved	902,781	902,781	-	-	-
801	Cemetery	Reserved	163,767	163,767		-	-
			$ 25,117,925	$ 6,391,518	$ 2,552,580	$ 16,173,828	$ 0

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GENERAL FUND SUMMARY

The General Fund accounts for all revenues and expenditures not allocated to a special purpose fund as required by law. The major activities of city government, as well as the city's appropriation to several agencies, are budgeted in the General Fund.

PROPERTY TAXES are the most important locally-generated component of the city's revenue sources. All required funding that cannot be generated from State aids, licenses, fees, et. al. must be derived from the 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 Assessor's Office is in the final stages of completing this year's values. Based on these values, the City of Marshfield's assessment ratio is estimated to be 96.7% of the equalized (market) value. In addition to revenues generated from the city-wide property tax, this category also includes Payments in Lieu of Taxes (PILOTs) which are received from the Marshfield Electric and Water Department, the Community Development Authority, and Wood County. Together, all sources of revenue in this category titled TAXES finance $8,579,399 or 44.8% of the recommended 2006 General Fund budget. This represents a greater portion of the General Fund budget coming from property taxes. In the 2005 originally adopted budget, taxes represented 44% of all General Fund budgets.

SPECIAL ASSESSMENTS are collected from properties benefiting from city capital improvements, including storm sewer, concrete paving, street openings and water mains. Special assessments are also levied for delinquent payment of utility bills, weed cutting, and snow removal. These assessments are due annually and become a lien against the property. In 2006, $359,000 is projected from this source, representing 1.9% of the General Fund budget.

INTERGOVERNMENTAL REVENUES comprise $7,652,784, or 39.9% of the financing for the recommended 2006 General Fund budget. State-shared revenue is projected to total $4,725,501 in 2006, which represents 61.7% of all Intergovernmental Revenue and 24.7% of the entire 2006 General Fund budget. It is our largest revenue source besides property taxes. Each biennium, the State Legislature appropriates a portion of State tax collections and returns it to the municipalities. This appropriation is based on a formula which takes into account the community's tax effort, the equalized value of the property in the community, and the population. The state funding level has remained the same for 2006. Individual changes in the components of the formulas, plus the funding decrease, have resulted in an estimated decrease in the city's share of state-shared revenue by $451 for 2006.

Additionally, $606,268 is projected to be received from the State of Wisconsin in 2006 from the Expenditure Restraint Program (ERP). This is a voluntary program which encourages municipalities to hold their General Fund expenditures in line with inflation. The revenue source is used to finance general city services. This revenue source is being projected to increase by $100,133 from 2005 levels.

Revenues from **LICENSES AND PERMITS** are projected to finance $153,350, or 0.8% of the recommended 2006 General Fund budget. The main source for this revenue category is Building Permits and Inspection fees. Building Permits and Inspection fees are received as contractors, private citizens, and developers apply for permission to construct facilities in Marshfield. The public interest is served as

inspectors verify adherence to the various building codes of the city to protect the public's health and safety.

FINES, FORFEITURES, AND PENALTIES include revenue from penalties and costs assessed persons through the Municipal Court of the city, as well as parking violations. In 2006, this revenue category is expected to yield $257,200.

When feasible, various **PUBLIC CHARGES FOR SERVICES** are collected to offset the city's cost of providing basic city services. These charges, often termed "user fees," will provide an estimated $517,002 to the 2006 General Fund coffers. Without these revenues collected from direct recipients of city services, either the property tax levy would have to be increased, or services would have to be curtailed or discontinued.

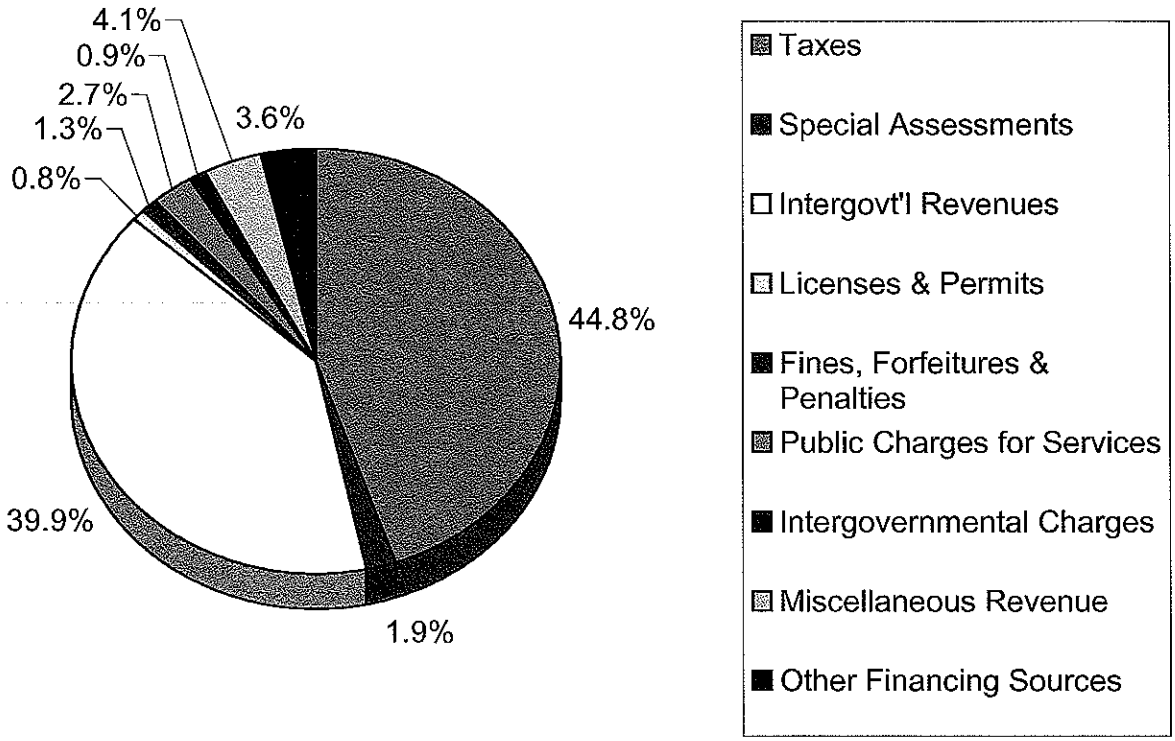
Governmental accounting standards require the City of Marshfield and other governments to account for various charges to other units of local government. For example, the city's Fire and Rescue Department provides fire and ambulance service, under contract, to twelve surrounding towns and villages. Revenues from the other jurisdictions are credited to the General Fund and are reflected in the revenue category titled **INTERGOVERNMENTAL CHARGES FOR SERVICES**. In 2006, these revenues are estimated to produce $177,836.

Various **MISCELLANEOUS REVENUE** is received from a variety of sources and credited to the General Fund, including interest from the investment of idle funds and rent from tenants who have leased space in city buildings such as the City Hall Plaza Building and the Airport Terminal building. For 2006, $784,263 in revenue is projected in miscellaneous revenue.

OTHER FINANCING SOURCES include transfers from other funds to offset expenditures that have been borne by general property taxes in the General Fund and undesignated/designated fund balances applied. These monies, totaling $678,783, represent residual cash from excess revenues and unexpended expenditures from prior year budgets and monies specifically designated for certain projects. This appropriation of cash represents 3.6% of the recommended 2006 General Fund budgets.

In summary, the recommended 2006 General Fund budget of $19,159,017 is financed from the following sources:

2006 GENERAL FUND BUDGET
$19,159,017
WHERE THE MONEY COMES FROM



SOURCE	AMOUNT	%
Taxes	$8,579,399	44.8%
Special Assessments	359,000	1.9%
Intergovt'l Revenues	7,652,784	39.9%
Licenses & Permits	153,350	0.8%
Fines, Forfeitures & Penalties	257,200	1.3%
Public Charges for Services	517,002	2.7%
Intergovernmental Charges	177,836	0.9%
Miscellaneous Revenue	784,263	4.1%
Other Financing Sources	678,783	3.6%
Total Current Year Revenue	$19,159,617	100.0%
Less: Excess 2006 Revenues Recommended in General Fund Budget	(600)	
	$19,159,017	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
GENERAL FUND						
TAXES						
GENERAL PROPERTY TAXES 101.41000.0000.41110	6,787,806.90	7,220,299.00	7,220,298.00	7,912,267.00	7,557,218.00	
MOBILE HOME FEES 101.41000.0000.41140	62,286.55	65,000.00	63,000.00	65,000.00	65,000.00	
GEN SALES & RETAILERS DISCNT 101.41000.0000.41220	128.42	140.00	125.00	130.00	130.00	
TXS FR REG MUNIC OWNED UTILS 101.41000.0000.41310	781,631.83	805,000.00	790,000.00	800,000.00	835,500.00	
TAXES FROM WOOD COUNTY 101.41000.0000.41321	55,624.14	56,000.00	55,000.00	55,000.00	55,000.00	
TAXES FROM PUBLIC HOUS AUTH 101.41000.0000.41322	52,467.39	55,000.00	51,645.00	55,751.00	55,751.00	
TAXES FROM MFLD CLINIC 101.41000.0000.41323	412,504.04					
TAXES FR OTH TAX EXEMPT ENT 101.41000.0000.41329	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
INTEREST & PENALTIES ON TXS 101.41000.0000.41800	810.36	1,000.00	750.00	800.00	800.00	
TOTALS: TAXES	8,163,259.63	8,212,439.00	8,190,818.00	8,898,948.00	8,579,399.00	
SPECIAL ASSESSMENTS						
WATER MAIN SPECIAL ASSESSMNT 101.42000.0000.42110	7,241.41	15,000.00	5,000.00	5,000.00	5,000.00	
PAVING SPECIAL ASSESSMENTS 101.42000.0000.42310	320,303.18	350,000.00	300,000.00	300,000.00	300,000.00	
STREET OPENING SPEC ASSESSMT 101.42000.0000.42320	102,796.29	75,000.00	50,000.00	50,000.00	50,000.00	
STORM SEWER SPECIAL ASSESSMT 101.42000.0000.42420	(.12)	5,000.00	4,000.00	4,000.00	4,000.00	
TOTALS: SPECIAL ASSESSMENTS	430,340.76	445,000.00	359,000.00	359,000.00	359,000.00	
INTERGOVERNMENTAL REVENUES						
FEDERAL GRANTS, FIRE 101.43000.0000.43212	5,397.16					
STATE SHARED REVENUES 101.43000.0000.43410	4,661,916.49	4,725,952.00	4,725,953.00	4,726,000.00	4,725,501.00	
STATE FIRE INSURANCE TAX 101.43000.0000.43420	35,811.50	35,812.00	40,451.00	40,451.00	40,451.00	
OTHER STATE SHARED TAXES 101.43000.0000.43430	562,396.86	574,635.00	725,019.00	725,000.00	827,268.00	
ST GRANTS, LAW ENFORCE IMPRV	4,740.16	8,360.00	10,820.00	8,360.00	8,360.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
101.43000.0000.43521						
STATE GRANTS-OTH LAW ENFORCE	1,798.32		960.00			
101.43000.0000.43523						
ST GRANTS, OTH PUBLIC SAFETY	5,000.00	5,000.00	5,000.00	24,000.00	24,000.00	
101.43000.0000.43529						
ST GRANTS, LOCAL TRANSP AID	1,189,276.85	1,168,724.00	1,168,397.00	1,170,000.00	1,170,000.00	
101.43000.0000.43531						
ST GRANTS, OTHER HIGHWAY AID	155,012.60	219,595.00	219,595.00	220,000.00	355,000.00	
101.43000.0000.43533						
STATE GRANTS-RECYCLING	80,475.57	80,000.00	80,298.00	80,000.00	80,000.00	
101.43000.0000.43545						
STATE GRANTS, OTHER	423.56	17,176.00	17,176.00	18,000.00	18,000.00	
101.43000.0000.43590						
STATE PYMTS FOR MUNICPL SERV	99,298.00	99,000.00	112,545.00	112,000.00	112,000.00	
101.43000.0000.43610						
GR FROM LOC GOVTS, FIRE PROT	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
101.43000.0000.43705						
GR FROM LOC GOVTS, DISAS CTL	1,005.67					
101.43000.0000.43707						
GR FR LOC GOVTS, LIBRARIES	220,917.00	248,339.00	250,338.00	245,804.00	245,804.00	
101.43000.0000.43720						
GR FR LOCAL GOVTS, AIRPORTS	4,000.00	4,000.00	5,000.00	4,000.00	4,000.00	
101.43000.0000.43730						
GRANTS FR LOC GOVTS, POLICE	16,659.27	8,000.00	3,000.00	5,000.00	5,000.00	
101.43000.0000.43795						
OTH LOC GOVT GRANTS-PLANNING		30,000.00	7,000.00		26,000.00	
101.43000.0000.43797						
SOUTH CENTRAL LIBRARY SYSTEM						
GR FR LOC GOVTS, LIBRARIES	4,131.39	3,220.00	2,820.00	1,400.00	1,400.00	
101.43000.1001.43720						
TOTALS: SOUTH CENTRAL LIBRARY	4,131.39	3,220.00	2,820.00	1,400.00	1,400.00	
TOTALS: INTERGOVERNMENTAL REVENU	7,058,260.40	7,237,813.00	7,384,372.00	7,390,015.00	7,652,784.00	
LICENSES AND PERMITS						
LIQUOR & MALT BEV LICENSES	22,022.14	27,000.00	26,500.00	24,300.00	24,300.00	
101.44000.0000.44110						
OTH BUSINESS & OCC LICENSES	12,773.50	13,500.00	17,000.00	13,500.00	13,500.00	
101.44000.0000.44129						
BICYCLE LICENSES	425.00	500.00	400.00	450.00	450.00	
101.44000.0000.44210						
DOG AND CAT LICENSES	10,705.05	8,000.00	10,000.00	10,000.00	10,000.00	
101.44000.0000.44220						
BLDG PERMITS & INSPECTN FEES	141,627.28	105,000.00	95,000.00	100,000.00	100,000.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
101.44000.0000.44300						
PLAN COMMISSION FEES 101.44000.0000.44410	3,672.00	3,600.00	3,600.00	3,600.00	3,600.00	
BOARD OF APPEALS FEES 101.44000.0000.44420	1,225.00	1,200.00	1,500.00	1,500.00	1,500.00	
TOTALS: LICENSES AND PERMITS	192,449.97	158,800.00	154,000.00	153,350.00	153,350.00	
FINES FORFEITS AND PENALTIES						
COURT PENALTIES AND COSTS 101.45000.0000.45110	2,102.72	2,000.00	2,200.00	2,200.00	2,200.00	
MUNICPL LAW & ORD VIOLATIONS 101.45000.0000.45112	72,411.17	148,000.00	211,000.00	215,000.00	215,000.00	
PARKING VIOLATIONS 101.45000.0000.45130	41,425.00	39,000.00	39,000.00	40,000.00	40,000.00	
TOTALS: FINES FORFEITS AND PENAL	115,938.89	189,000.00	252,200.00	257,200.00	257,200.00	
PUBLIC CHARGES FOR SERVICES						
CLERK'S FEES 101.46000.0000.46110	23,590.62	22,000.00	22,500.00	23,000.00	23,000.00	
FINANCE DEPARTMENT FEES 101.46000.0000.46120	494.85	600.00	700.00	700.00	700.00	
MUNICIPAL COURT FEES 101.46000.0000.46140	107.60	75.00	100.00	100.00	100.00	
NON-TRANSP ENGINEERING FEES 101.46000.0000.46150	4,213.89	8,000.00	5,000.00	6,000.00	6,000.00	
GIS MAP/DATA FEES 101.46000.0000.46155	285.50		500.00	1,500.00	1,500.00	
ASSESSOR'S FEES 101.46000.0000.46160	640.50	500.00	500.00	500.00	500.00	
LAW ENFORCEMENT FEES 101.46000.0000.46210	9,956.48	9,000.00	9,000.00	9,000.00	9,000.00	
FIRE PROTECTION FEES 101.46000.0000.46220	9,550.10	11,000.00	10,520.00	10,855.00	10,855.00	
HIGHWAY MAINT & CONSTR FEES 101.46000.0000.46311	18,630.88	2,500.00	1,500.00	1,500.00	1,500.00	
SNOW & ICE CONTROL FEES 101.46000.0000.46312	5,616.42	5,200.00	4,000.00	4,000.00	4,000.00	
TRAFFIC CONTROL FEES 101.46000.0000.46313	5,523.96	2,800.00	6,700.00	6,700.00	6,700.00	
SIDEWLKS (NEW CO OR REPL W/O 101.46000.0000.46323	200.47	1,000.00	1,000.00	1,000.00	1,000.00	
STORM SEWERS 101.46000.0000.46324			10,703.00	10,000.00	10,000.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKING 101.46000.0000.46330	20,322.67	21,000.00	20,000.00	20,000.00	20,000.00	
AIRPORT 101.46000.0000.46340	5,028.11	4,400.00	4,850.00	4,850.00	4,850.00	
WEED AND NUISANCE CONTROL 101.46000.0000.46440	6,697.98	1,200.00	1,900.00	1,900.00	1,900.00	
CEMETERY 101.46000.0000.46540	93,279.00	93,109.00	93,109.00	98,099.00	98,099.00	
PEST AND ANIMAL CONTROL 101.46000.0000.46591	3,338.45	3,500.00	3,500.00	3,500.00	3,500.00	
AGING 101.46000.0000.46610	1,056.51	731.00	915.00	1,111.00	1,111.00	
LIBRARY 101.46000.0000.46710	48,026.02	56,906.00	53,400.00	54,600.00	54,600.00	
OTH LIBR REVS-SUBSCRPTN FEES 101.46000.0000.46711	10,781.09	9,500.00	11,625.00	11,000.00	11,000.00	
PARKS 101.46000.0000.46720	40,338.50	41,256.00	41,256.00	56,002.00	56,002.00	
ADULT ATHLETIC LEAGUE 101.46000.0000.46733	14,843.02	20,341.00	18,631.00	20,199.00	20,199.00	
SWIMMING AREAS 101.46000.0000.46734	25,235.06	35,093.00	35,093.00	41,973.00	41,973.00	
TENNIS/RACQUETBALL CENTER 101.46000.0000.46735	27,922.48	34,346.00	32,970.00	38,885.00	38,885.00	
RECREATION PROGRAMS 101.46000.0000.46738	36,135.51	35,952.00	35,952.00	32,767.00	32,767.00	
YOUTH PROGRAMS 101.46000.0000.46739	(170.00)					
FAIRS, EXHIBITS, CELEBRATION 101.46000.0000.46741	33,649.72	35,800.00	35,800.00	39,675.00	39,675.00	
OAK AVENUE COMMUNITY CENTER 101.46000.0000.46745	9,946.37	8,400.00	8,400.00	9,160.00	9,160.00	
OTHER CULTURE AND RECREATION 101.46000.0000.46750	9,248.02	12,838.00	10,000.00	6,626.00	6,626.00	
FORESTS 101.46000.0000.46810	215.00	650.00	449.00	500.00	500.00	
COMM FROM VENDING MACHINES 101.46000.0000.46910	1,366.57	1,300.00	1,300.00	1,300.00	1,300.00	
TOTALS: PUBLIC CHARGES FOR SERVI	466,071.35	478,997.00	481,873.00	517,002.00	517,002.00	
INTERGOVT CHGS FOR SERVICES						
STATE LAW ENFORCEMENT SERV 101.47000.0000.47221	450.00					

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER SERVICES TO STATE GOVT 101.47000.0000.47290	5,209.34	4,760.00	4,794.00	4,795.00	4,795.00	
OTH LOC GOVT. LAW ENFOR SERV 101.47000.0000.47321	2,533.75	2,000.00	1,800.00	1,800.00	1,800.00	
OTH LOC GOVT. FIRE SERVICES 101.47000.0000.47322	2,791.22	3,100.00	2,200.00	3,200.00	3,200.00	
OTH LOC GOVT.DISPATCH CENTER 101.47000.0000.47324	13,564.60	14,100.00	14,100.00	7,950.00	7,950.00	
OTH LOC GOVT. TRANSP-HWY/ST 101.47000.0000.47331	101,459.20	80,000.00	100,000.00	182,951.00	100,000.00	
CLERK EL & WAT ADMIN CHARGES 101.47000.0000.47411	720.00	720.00	720.00	720.00	720.00	
PROPRIETARY FUND ADMIN CHGS 101.47000.0000.47413	26,423.79	27,500.00	27,301.00	28,308.00	28,308.00	
FINANCE DPT-EL & WAT ADM CHG 101.47000.0000.47414	30,379.68	1,323.00	1,347.00	1,511.00	1,511.00	
ELEC INSP-ELEC & WATER CHGS 101.47000.0000.47416	17,999.64	18,549.00	18,549.00	18,850.00	18,850.00	
MISCELLANEOUS ENGINEERING 101.47000.0000.47421	10,399.00	10,577.00	10,577.00	10,702.00	10,702.00	
TOTALS: INTERGOVT CHGS FOR SERVI	211,930.22	162,629.00	181,388.00	260,787.00	177,836.00	
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 101.48000.0000.48110	289,832.62	400,000.00	300,000.00	400,000.00	400,000.00	
INTEREST ON SPEC ASSESSMENTS 101.48000.0000.48130	46,389.44	55,000.00	45,000.00	50,000.00	50,000.00	
CITY HALL PLAZA RENT 101.48000.0000.48210	235,853.40	240,635.00	247,747.00	273,880.00	273,880.00	
SHOE FACTORY RENT 101.48000.0000.48230	4,920.00	4,920.00	4,920.00	4,920.00	4,920.00	
AIRPORT BLDGS & LAND RENT 101.48000.0000.48250	5,777.98	5,852.00	5,852.00	5,980.00	5,980.00	
AIRPORT TERMINAL BLDG RENT 101.48000.0000.48251	16,385.67	15,721.00	15,721.00	17,328.00	17,328.00	
OTHER LEASES 101.48000.0000.48280	2,001.00	2,001.00	2,001.00	2,001.00	2,001.00	
SALE OF LAW ENF EQUIP & PROP 101.48000.0000.48301	14,200.39	11,000.00	14,300.00	13,000.00	13,000.00	
SALE OF FIRE EQUIPMENT 101.48000.0000.48302			2,500.00	2,500.00	2,500.00	
SALE OF HWY EQUIP & PROPERTY 101.48000.0000.48303	268.25					

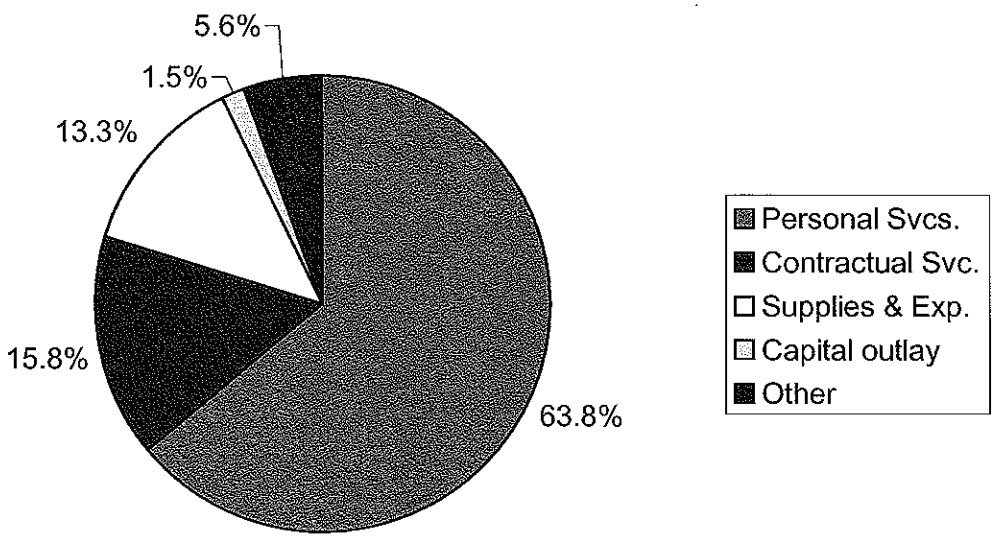
CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
SALE OF OTH EQUIP & PROPERTY 101.48000.0000.48309	1,680.19	550.00	1,090.00	1,050.00	1,050.00	
SALE OF ZOO EQUIPMENT & PROP 101.48000.0000.48317	4,952.09	4,000.00	4,000.00	4,000.00	4,000.00	
FIRE DONAT/CONTR FR PR OR/IN 101.48000.0000.48502	1,213.00					
LAW ENF DON/CON FR PR ORG/IN 101.48000.0000.48503	765.00	100.00				
LIBRARY DON/CON FR PR ORG/IN 101.48000.0000.48508	2,737.56	2,738.00	2,738.00	2,738.00	2,738.00	
PARKS DONAT & CONTR FR PR OR 101.48000.0000.48509	6,020.00		300.00			
ZOO DONAT & CONTR FR PR ORG 101.48000.0000.48513		26,016.00	12,558.00	6,016.00	6,016.00	
MIS DONAT/CONT FR PRIV OR/IN 101.48000.0000.48515	490.33		839.00	850.00	850.00	
OTHER MISCELLANEOUS REVENUE 101.48000.0000.48900	102.86					
TOTALS: MISCELLANEOUS REVENUE	633,589.78	768,533.00	659,566.00	784,263.00	784,263.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 101.49000.0000.49300		1,127,000.00		375,335.00	517,065.00	
TRANSF FR UTIL DIVIDEND FUND						
TRANSF FR SPECIAL REVENUE FD 101.49000.0225.49220		24,717.00	24,717.00	24,717.00		
TOTALS: TRANSF FR UTIL DIVIDEN		24,717.00	24,717.00	24,717.00		
TRANSF FR URBAN DEVELOP FUND						
TRANSF FR CAPITAL PROJ FUND 101.49000.0403.49240					44,611.00	
TOTALS: TRANSF FR URBAN DEVELO					44,611.00	
TRANSF FR SAN SWR CO O/L FND						
TRANSF FR CAPITAL PROJ FUND 101.49000.0414.49240	72,859.00					
TOTALS: TRANSF FR SAN SWR CO O	72,859.00					
TRANSF FR CITY HALL PURCH FD						
TRANSF FR CAPITAL PROJ FUND 101.49000.0437.49240		17,000.00				
TOTALS: TRANSF FR CITY HALL PU		17,000.00				

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TRANSF FR ELEC & WATER UTIL						
TRANSF FR ENTERPRISE FUND 101.49000.0602.49260		350,000.00	350,000.00	350,000.00		
TOTALS: TRANSF FR ELEC & WATER		350,000.00	350,000.00	350,000.00		
TRANS FR STORM WATER UTILITY						
TRANSF FR ENTERPRISE FUND 101.49000.0603.49260					114,107.00	
TOTALS: TRANS FR STORM WATER U					114,107.00	
TRANSF FROM CEM PERP CARE FD						
TRANSF FR TRUST & AGENCY FND 101.49000.0801.49280	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	
TOTALS: TRANSF FROM CEM PERP C	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	
TRANSF FR PAYROLL DEDUCT FND						
TRANSF FR TRUST & AGENCY FND 101.49000.0820.49280	15.52					
TOTALS: TRANSF FR PAYROLL DEDU	15.52					
ALS: OTHER FINANCING SOURCES	75,784.22	1,521,067.00	377,717.00	753,052.00	678,783.00	
TOTALS: GENERAL FUND	17,347,625.22	19,174,278.00	18,040,934.00	19,373,617.00	19,159,617.00	

2006 GENERAL FUND BUDGET
$19,159,017
WHERE THE MONEY IS SPENT



USE	AMOUNT	%
Personal Svcs.	$ 12,216,597	63.8%
Contractual Svc.	3,034,841	15.8%
Supplies & Exp.	2,549,940	13.3%
Capital outlay	283,356	1.5%
Other	1,074,283	5.6%
TOTAL	$ 19,159,017	100.0%

COMMON COUNCIL
101-51110

MISSION STATEMENT:

The mission of the City of Marshfield is to provide for the highest quality, cost effective municipal services for residents and customers in a professional and responsive manner.

The Common Council is the policy making and governing body of the City of Marshfield. The Council is comprised of the Mayor and ten members elected on a non-partisan basis by aldermanic district - one-half in even-numbered years and one-half in odd-numbered years. The Common Council has the management and control of city property, finances, highways and other facilities, and acts for its commercial benefit and powers to license, regulate, borrow money, levy taxes, appropriate funds, fine, imprison, and confiscate. The Common Council appoints the City Administrator and City Attorney.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

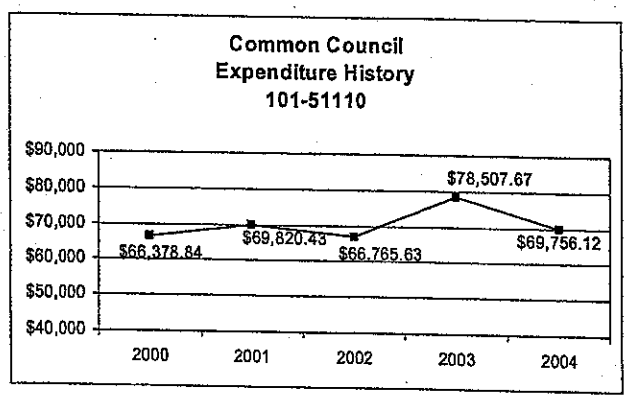
The recommended 2006 budget for the Common Council is $76,595, a decrease of $13,199 or 14.70% from the 2005 budget of $89,794. This decrease was due to the $15,000 budgeted in 2005 for the Citizens' Survey which was not included in 2006.

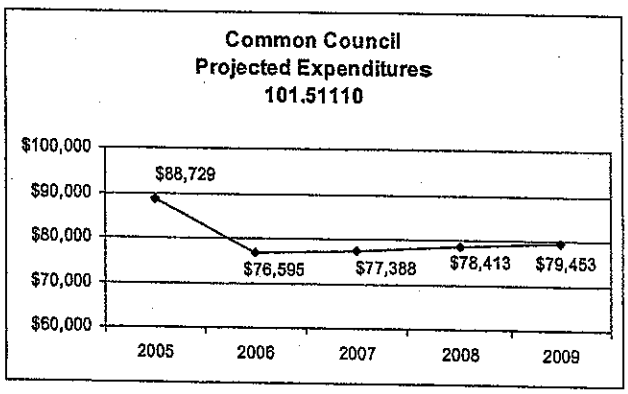
The city's membership dues for participation in the League of Wisconsin Municipalities ($4,640), Wisconsin Alliance of Cities ($3,943) and Sister City Program ($300) are reflected in the category of Supplies and Expenses. Also shown is this budget is $3,500 for the quarterly update of the municipal code. This budget is funded entirely by tax levy.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$69,756	$89,794	$88,729	$76,595

GRAPHS:-





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
GENERAL FUND						
COUNCIL						
PROJECT						
PERSONAL SERVICES	48,178.37	51,379.00	51,587.00	51,783.00	51,783.00	
CONTRACTUAL SERVICES	2,457.34	18,600.00	3,100.00	3,500.00	3,500.00	
SUPPLIES AND EXPENSES	19,120.41	19,815.00	19,542.00	21,095.00	21,312.00	
TOTALS: PROJECT	69,756.12	89,794.00	74,229.00	76,378.00	76,595.00	
TOTALS: COUNCIL	69,756.12	89,794.00	74,229.00	76,378.00	76,595.00	

HISTORIC PRESERVATION COMMITTEE
101-51130

MISSION STATEMENT:

The Historic Preservation Committee was established by ordinance in 1993 to serve the following purposes:

1) develop appropriate criteria and standards for identifying and evaluating historic structures, sites and districts;

2) collect necessary data, including photographs, drawings, descriptions, recorded interviews and written documentation, and to survey and permanently record the origin, development, use and historical significance of structures, sites, and districts;

3) recommend the designation of historical structures, sites, and districts within the city limits;

4) cooperate with federal, state, and local agencies in the nomination of locally designated historic structures, sites and districts to the National Register of Historic Places;

5) recommend legislation and programs which provide economic incentives for historic preservation;

6) review Certificates of Appropriateness and to adopt policies and procedures for this function;

7) recommend appropriate markers or plaques for historic structures, sites and districts;

8) receive and solicit gifts and contributions for historic preservation in the city, to be placed in a special account; and

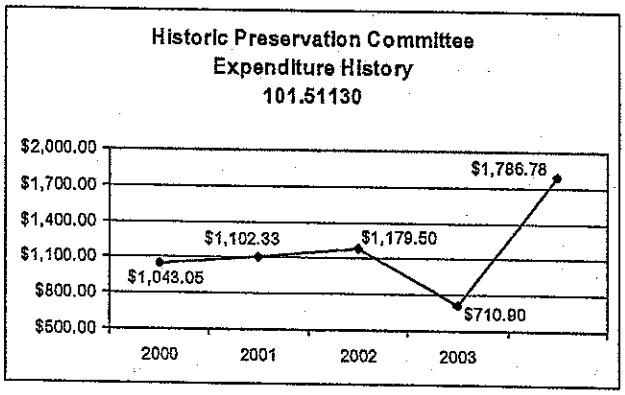
9) promote among the citizens of Marshfield continuing public awareness and support for the heritage of the city, as exemplified by its historic structures, sites and districts.

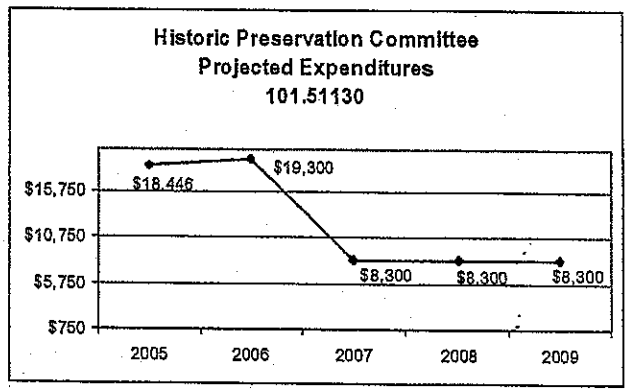
The seven-member Historic Preservation Committee has requested $18,000 in 2006 to prepare a designation for local district based on the grant funded review being conducted. In addition $970 is requested to finance the purchase and placing of plaques on structures and other places that are listed in the local Register of Historic Places, as well as to permit committee members to attend historic preservation workshops and meetings sponsored by the State Historic Preservation Division and/or the Wisconsin Association of Historic Preservation Commissions. This budget is funded by $1,300 in tax levy and an $18,000 grant.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$1,787	$18,446	$18,446	$19,300

GRAPHS:


Historic Preservation Committee
Expenditure History
101.51130
$2,000.00
$1,700.00
$1,400.00
$1,100.00
$800.00
$500.00
$1,043.05
$1,102.33
$1,179.50
$710.80
$1,786.78
2000
2001
2002
2003


Historic Preservation Committee
Projected Expenditures
101.51130
$15,750
$10,750
$5,750
$750
$18,446
$19,300
$8,300
$8,300
$8,300
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
HISTORIC PRESERV COMMITTEE						
PROJECT						
CONTRACTUAL SERVICES	423.56	17,176.00	17,176.00	18,000.00	18,000.00	
SUPPLIES AND EXPENSES	1,363.22	1,270.00	1,270.00	1,300.00	1,300.00	
TOTALS: PROJECT	1,786.78	18,446.00	18,446.00	19,300.00	19,300.00	
TOTALS: HISTORIC PRESERV COMMITT	1,786.78	18,446.00	18,446.00	19,300.00	19,300.00	

MUNCIPAL COURT
101-51210

MISSION STATEMENT

The Marshfield Municipal Court system established in the fiscal year of 1997 is implemented to provide the citizens of Marshfield a court structure that meets community needs. The Marshfield Municipal Court system is established to recover revenues and fees currently retained by the Wood County Circuit Court system for services they provide local control for Marshfield judicial actions. Juvenile Court was established for a more hands on approach to Juvenile Court dispositions.

WORK PROGRAMS AND SERVICES:

1. To provide a community based court system appropriate for Marshfield city residents' needs.
2. Provide day and night court sessions appropriate to the needs of the Marshfield area community.
3. Provide additional revenues to the City of Marshfield, through forfeitures and court costs, previously allocated to the Wood County Circuit Court system.
4. Using software, compatible with the existing Police Department record system, for court related records of citations issued by authorized officials of the City of Marshfield to include ordinance, police, fire and inspection enforcement personnel.
5. To provide for a community-based court system through which municipal proceedings such as search warrants, inspection warrants, arrest warrants, property condemnation, health and fire inspections or other ordinance related concerns can be judicially addressed.
6. Provide Juvenile Court remedies to curb truancy.
7. Provide programs in lieu of forfeitures for juveniles, i.e. smoking diversion program, community services, and alcohol diversion program.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budget for the Municipal Court is $51,960, an increase of $1,449 or 2.9%, above the 2005 budget of $50,511. This increase is primarily attributed to personnel costs.

Revenues projected in 2006 from the Municipal Court are $215,000.

SCHEDULE OF DEPARTMENT EXPENSES:

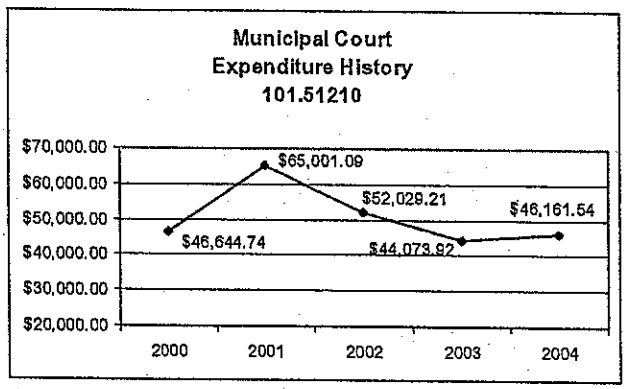
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$46,162	$50,511	$50,511	$51,960

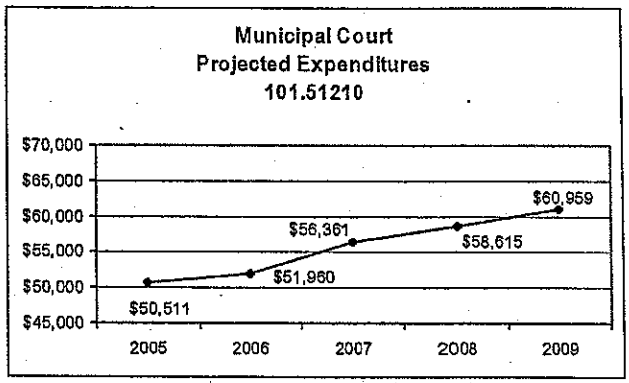
DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Judge	Elected	0	N/A (1)
Court Clerk *	B/2/3	.75	.75
Total		.75	.75

* Non-Represented
(1) Estimated to work 10 hours per week

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
MUNICIPAL COURT						
PROJECT						
PERSONAL SERVICES	43,517.41	43,694.00	43,694.00	44,874.00	44,874.00	
CONTRACTUAL SERVICES	231.63	2,634.00	2,634.00	2,634.00	2,634.00	
SUPPLIES AND EXPENSES	1,838.50	4,133.00	4,133.00	4,552.00	4,402.00	
FIXED CHARGES		50.00	50.00	50.00	50.00	
GRANTS CONTRIB INDEMNITIES	574.00					
TOTALS: PROJECT	46,161.54	50,511.00	50,511.00	52,110.00	51,960.00	
TOTALS: MUNICIPAL COURT	46,161.54	50,511.00	50,511.00	52,110.00	51,960.00	

CITY ATTORNEY
101-51310

MISSION STATEMENT:

The City Attorney provides legal services concerning civil matters to the Mayor, Common Council, and all other city elected officials, City Administrator, department and division heads, and city boards, commissions, and committees. The City Attorney is appointed by a vote of the Common Council for a two-year term, beginning on May 1 of odd-numbered years. In May, 2005, the Council appointed a City Attorney for a term ending April 30, 2007.

SERVICES AND WORK PROGRAMS:

1. Drafts ordinances, bonds, and other instruments as may be required by city officers.

2. Examines the tax and assessment rolls and other tax proceedings, and advises city officers in regard thereto.

3. Defends actions brought against any officer or employee of the Police Department and the Fire and Rescue Department growing out of any acts done in the course of his or her employment or out of any alleged breach of his or her duty as such officer or employee, except for:

   a. actions brought to determine the rights of such officer or employee to hold or retain his or her office or position; and

   b. actions brought by the city against such officer or employee thereof.

4. Prepares, researches, and presents lawsuits affecting the city including both prosecution and defense.

5. Drafts pleadings, documents, and briefs relating to litigation.

6. Drafts contracts and resolutions and municipal codes.

7. Consults with and advises the City Administrator, all city departments, the Mayor, Common Council, Fire and Police Commission, Library Board, and City Plan Commission.

8. Researches and writes legal opinions for the City Administrator, city departments, and the Mayor.

9. Advises the Common Council at all Council meetings and Council committee meetings.

10. Acts as parliamentarian at Common Council meetings.

11. Represents the city in traffic violation cases and other ordinance violation cases.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

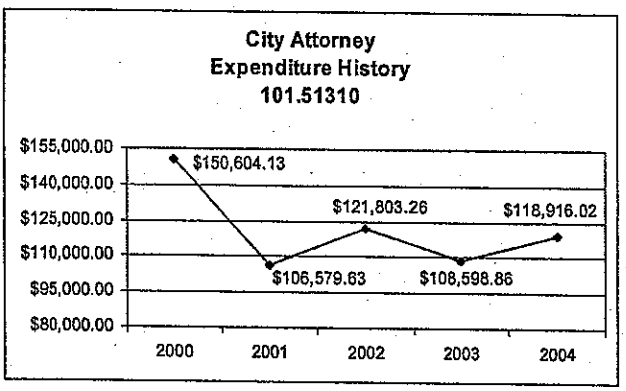
The recommended 2006 budget for the City Attorney's Office totals $118,200, an increase of $3,468 or 3% from the 2005 budget of $114,932. The increase is attributable to a fee increase in the attorney's current contract.

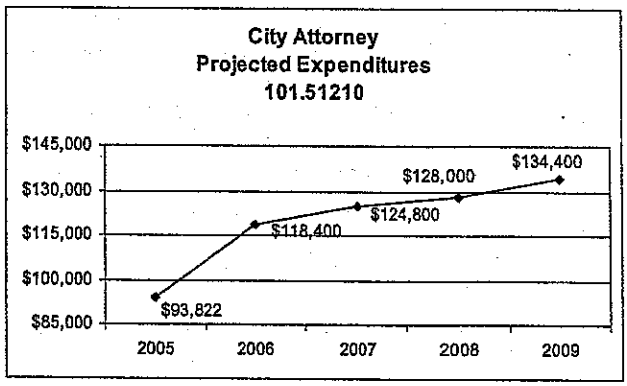
The recommended budget in the Professional Services category is $115,200. Per our current contract with the City Attorney, attorney fees are paid on a per hour basis. Also included is $1,100 in office and miscellaneous expenses, and $1,100 for publications and subscriptions. This budget is funded entirely by tax levy.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$118,916	$114,932	$93,822	$118,400

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CITY ATTORNEY						
PROJECT						
PERSONAL SERVICES	5.00	500.00	500.00	500.00	500.00	
CONTRACTUAL SERVICES	118,568.27	112,000.00	84,960.00	115,200.00	115,200.00	
SUPPLIES AND EXPENSES	342.75	2,432.00	8,362.00	2,700.00	2,700.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	118,916.02	114,932.00	93,822.00	118,400.00	118,400.00	
TOTALS: CITY ATTORNEY	118,916.02	114,932.00	93,822.00	118,400.00	118,400.00	

OFFICE OF THE MAYOR
101-51411

MISSION STATEMENT:

The Mayor is the chief executive officer of the city and represents the citizens of Marshfield at government, business, and social functions. The Mayor presides at meetings of the Common Council; serves as chairman of the Plan Commission and Industrial Park Authority; signs all documents and contracts for the city; issues proclamations for special events as requested; hears citizen comments and complaints; and appoints members to council and citizen committees and boards with the confirmation of the Common Council. The Mayor, elected for a two-year term in even-numbered years, serves as liaison between city government and citizens.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budget for the Office of the Mayor totals $77,600; an increase of $943 or 1.2% from the 2005 budget of $76,657. The recommended 2006 budget includes funding for the Mayor's salary of $22,500 and $150/month in-town expense allowance, as well as secretarial support (.7 FTE). Since January 1, 1995, forty hours (annually) of the secretary's time is being budgeted in the Dairyfest budget (101.55345) in recognition of the allocation of time to logistical coordination of the Mayor's Dairyfest Breakfast. Beginning in 2006 an additional twenty-five hours (annually) of the Secretary's time is being budgeted in the City Administrator's budget (101.51412) in recognition of the time she spends during the CIP program and the annual budgets. All other expenditures are typical for this activity. This budget is funded entirely by tax levy.

SCHEDULE OF DEPARTMENT EXPENDITURES:

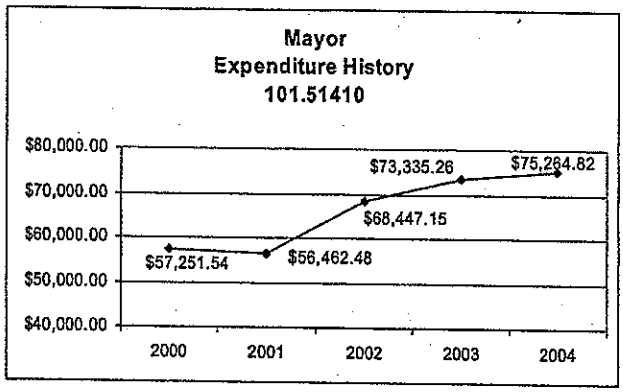
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$75,265	$76,657	$75,588	$77,600

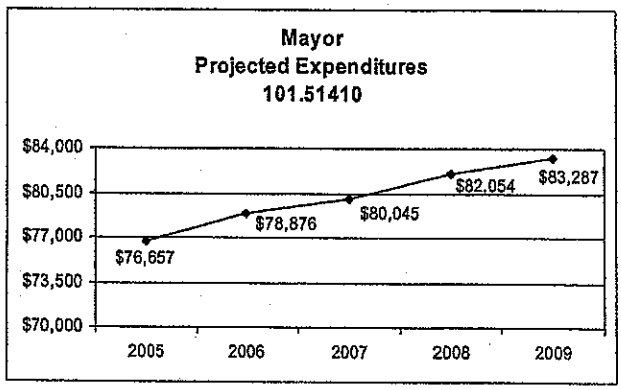
DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Mayor	Elected	0.5	0.5
Secretary to the Mayor	B/2/3 *	0.7	0.7
Total		1.2	1.2

*Non-represented

GRAPHS


Mayor
Expenditure History
101.51410
$80,000.00
$70,000.00
$60,000.00
$50,000.00
$40,000.00
$57,251.54
$56,462.48
$68,447.15
$73,335.26
$75,264.82
2000
2001
2002
2003
2004


Mayor
Projected Expenditures
101.51410
$84,000
$80,500
$77,000
$73,500
$70,000
$76,657
$78,876
$80,045
$82,054
$83,287
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
MAYOR						
PROJECT						
PERSONAL SERVICES	71,240.33	73,379.00	72,318.00	73,954.00	73,463.00	
CONTRACTUAL SERVICES	697.46	737.00	737.00	1,137.00	1,137.00	
SUPPLIES AND EXPENSES	3,267.03	2,341.00	2,333.00	2,800.00	2,800.00	
GRANTS CONTRIB INDEMNITIES	60.00	200.00	200.00	200.00	200.00	
TOTALS: PROJECT	75,264.82	76,657.00	75,588.00	78,091.00	77,600.00	
TOTALS: MAYOR	75,264.82	76,657.00	75,588.00	78,091.00	77,600.00	

CITY ADMINISTRATOR'S OFFICE
101-51412

MISSION STATEMENT:

The mission of the City Administrator's Office is to provide organizational leadership which fosters teamwork and builds the city's capacity to provide quality services; assist the Common Council in developing and refining policy direction, and to translate that policy direction into city programs and operations; prepare for the city's future through planning and sound financial management; encourage all employees to maintain a focus on customer satisfaction; and provide a centralized program of human resources administration and performance management, including recruitment, selection, and training to ensure the most efficient and effective management of human resources.

The City Administrator is appointed by, and serves at the pleasure of, the Mayor and Common Council. The City Administrator's Office consists of professional, administrative, and clerical support staff to effectively coordinate city services. The City Administrator directly supervises the following departments or functions: 1) Public Works; 2) Parks and Recreation; 3) Information Technology; 4) Finance; 5) Planning and Economic Development; 6) Hillside Cemetery; and 7) Human Resources.

SERVICES AND WORK PROGRAMS:

1. Staff Support and Research for the Mayor and Common Council

   A. Develops and recommends alternative solutions to community problems for Council consideration; prepares meeting agendas and appropriate background materials for the Common Council, Council committees, and other city committees
   B. Plans and develops new programs to meet the future needs of the city
   C. Represents the city before legislative or intergovernmental bodies, and negotiates with outside parties in behalf of the Common Council

2. General Management

   A. Directs preparation and administration of the annual budgets
   B. Plans, directs, and coordinates departments reporting directly to the City Administrator
   C. Directs and coordinates economic development activities for the city.

3. Human Resources Management

   A. Administers a system of human resources management to fulfill the requirements of federal, state, and local laws governing employment
   B. Interprets the City's Personnel Policies and Procedures and/or labor agreements to define appropriate personnel actions
   C. Negotiates labor agreements and/or coordinates negotiations with outside legal

counsel

D. Reviews existing personnel policies and procedures and recommends changes to increase operating efficiency, more fully comply with applicable laws, or otherwise improve the system of personnel management

E. Communicates city policies and direction to city employees through the monthly employee newsletter, Penletter; face to face meetings; and other written communications

COST SAVING MEASURES

- Placing labor contracts and policies online for employees and comparables. Cost savings include paper/copying supplies, stamps and labor costs

- Internet applications – cost savings of printing costs for applications, job announcement related printed information, postage and labor costs. We have been successful in adding a spot fore-mail addresses to our applications, as well as, reducing paper postage and labor costs when contacting applicants.

- Ad tracking – ad tracking allows us to minimize advertising costs by seeing where applicants notice our recruitment notice. We have found newspapers are no longer an effective advertising tool. Newspapers are also the most expensive way to advertise.

- Termination of Retiree Penletters – recommended termination of retiree Penletters because the Penletter is written for current employees (IT related directions, benefit information). There is very little in the Penletter that is relevant to a retiree (this information can be received by watching committee meetings).

- Decreasing the size of the budget books and printing budget and CIP books covers in house. Also, quite a few budget and CIP notebooks are recycled each year.

- Communication via e-mail rather than using the US mail.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budget for the City Administrator's Office is $319,718, an increase of $28,310 from the 2005 budget of $291,408. The increase can be attributed to costs for outside legal counsel and personnel costs. This budget finances both general administrative expenses and costs related to the management of human resources. This budget is supported entirely by tax levy. All other expenditures are typical of this activity.

Again, the single most important area of leadership to be provided by the City Administrator in 2006 is economic development. It is recognized that the city's tax burden is too high and must be reduced; to accomplish this the city must increase its tax base. One way of working toward that goal is to provide financial incentives to the private sector, not only for new businesses, but more importantly, to assist our existing businesses in expanding. The local commercial revolving loan fund also assists in working toward that goal.

Other important projects for which leadership will be required by the City Administrator in 2006 are to update the city's 1994 comprehensive plan, the downtown plan and the continued implementation of the city-wide GIS system.

The work program for human resources management in 2006 will include

1) continued emphasis and in-service training in performance management, including skills development in conducting performance appraisals;
2) negotiating various union labor agreements; and
3) uniform health insurance plans for all employees.

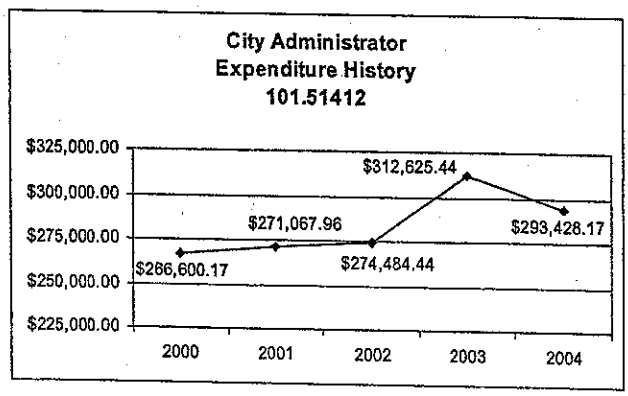
SCHEDULE OF DEPARTMENT EXPENDITURES:

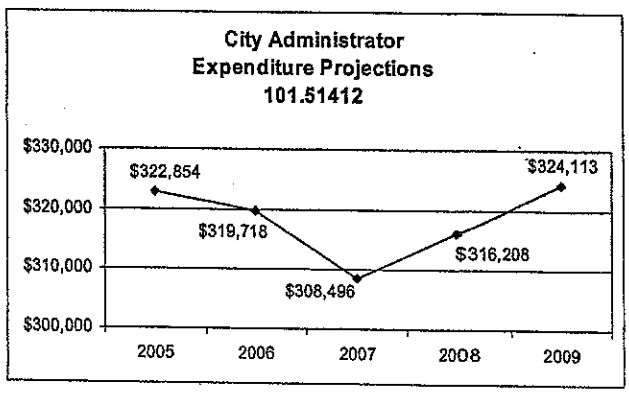
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$293,428	$291,408	$322,854	$319,718

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
City Admin.	E/8/3	1.0	1.0
Human Resources Specialist	C/4/3	1.0	1.0
Secretary to the Administrator	B/2/3 *	1.0	1.0
* Non-represented			
Total		3.0	3.0

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CITY ADMINISTRATOR						
PROJECT						
PERSONAL SERVICES	230,906.79	247,775.00	243,351.00	252,605.00	253,096.00	
CONTRACTUAL SERVICES	47,626.07	26,453.00	60,780.00	46,547.00	46,547.00	
SUPPLIES AND EXPENSES	14,719.46	16,930.00	18,473.00	19,475.00	19,475.00	
GRANTS CONTRIB INDEMNITIES	175.85	250.00	250.00	250.00	600.00	
TOTALS: PROJECT	293,428.17	291,408.00	322,854.00	318,877.00	319,718.00	
TOTALS: CITY ADMINISTRATOR	293,428.17	291,408.00	322,854.00	318,877.00	319,718.00	

CITY CLERK/ELECTIONS/PURCHASING
101-51420/51440/51550

MISSION STATEMENT:

The mission of the City Clerk's Office is to maintain care and custody of the corporate seal and all papers and records of the city; attend the meetings of the Common Council and keep a full record of its proceedings; keep and maintain a record of all licenses and permits granted and record all bonds in appropriate books; draw and sign all orders upon the Treasury and keep a full account thereof; maintain all papers and records in the office open to inspection at all reasonable hours; administer oaths and affirmations; administer all elections in the City of Marshfield; provide agendas and act as secretary to the Cable Television Committee, Finance/Budget/Personnel Committee, Judiciary, License, and Cemetery Committee, Zoning Board of Appeals, and Board of Review; publish all legal documents as required by state law or city ordinance; hold elections for the City of Marshfield as per Wisconsin Statutes 5.01; and procure quality supplies, materials, and equipment for the city at the least expense possible and to the best advantage of the city.

COST SAVINGS:

- City Directories are no longer printed in hard copy. It is now available online and it is always being updated. The cost to print the directories was approximately $350. This will be the second year of having the city directory online so the cost savings id $700 to date.
- Agendas are now being printed on regular copy paper instead of everyone on meeting notice paper.
- Special Assessment Software. We have saved many hours with this new program. It is hard to estimate the cost savings because it depends on how many projects are completed and the number of parcels involved.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The City Clerk prepares and administers three budgets, including the City Clerk's Office, Elections and Purchasing. The recommended 2006 budget for the City Clerk's Office totals $138,436, an increase of $2,028 or 1.5% more than the 2005 budget of $136,408. Increases in personal service costs accounted for most of this increase. All other expenses are typical of this activity.

The recommended 2006 Elections budget of $38,201 is $2,467 or 6.9% more than the 2005 budget of $35,734. There are four scheduled elections in 2006 as compared to two in 2005. In 2006, elections are scheduled on February 21, April 4, September 12, and November 7.

The recommended 2006 Purchasing budget of $9,063 is the same as the 2005.

The majority of the cost of these budgets is supported by tax levy. The City Clerk's office will generate an estimated $61,520 in non-property tax revenues in 2006.

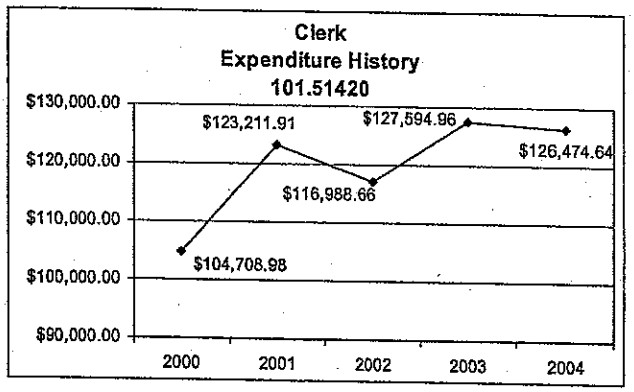
SCHEDULE OF DEPARTMENT EXPENDITURES:

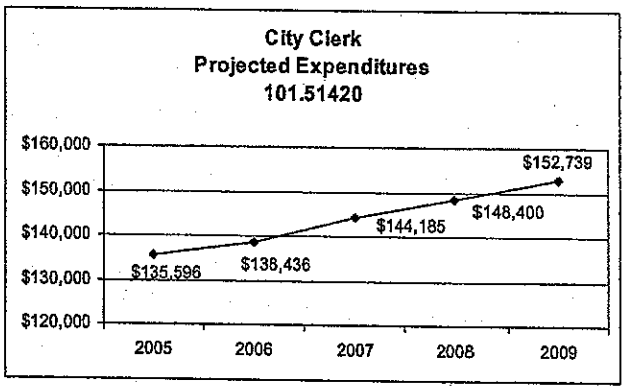
Cost Center	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Clerk's Office	$126,475	$136,408	$135,596	$138,436
Elections	36,096	35,734	19,688	38,201
Purchasing	8,992	9,063	9,063	9,063
Total	$171,563	$181,205	$164,347	$185,700

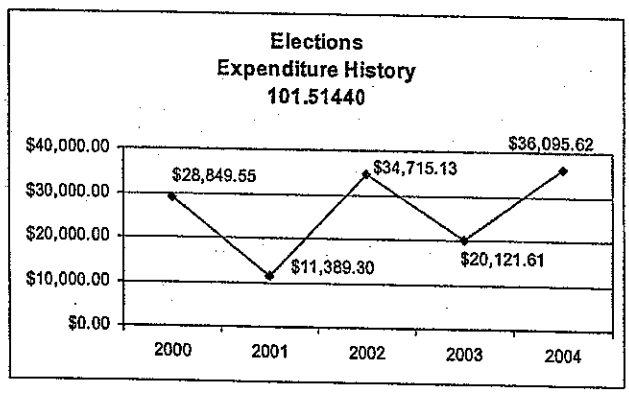
DEPARTMENT STAFFING (FTE):

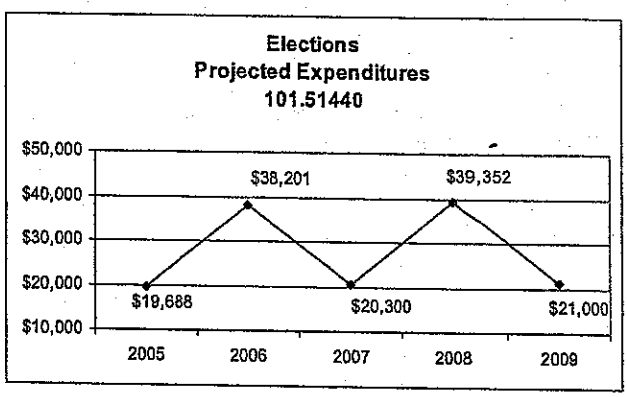
Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
City Clerk	Elected	1.0	1.0
Deputy City Clerk	AFSCME	1.0	1.0
Total		2.0	2.0

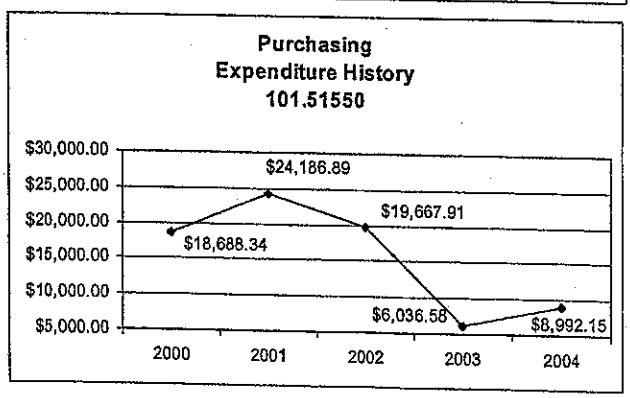
GRAPHS:

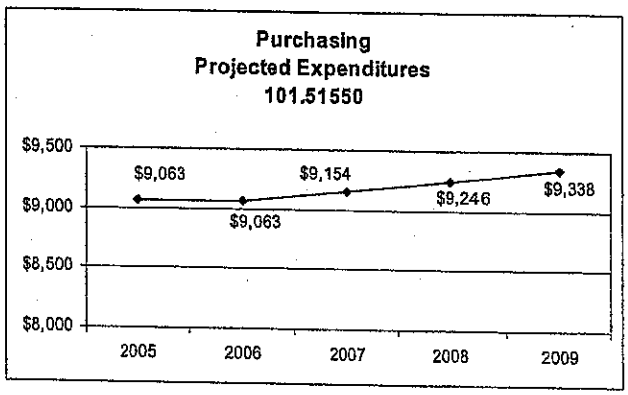












CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CLERK						
PROJECT						
PERSONAL SERVICES	117,971.72	125,615.00	126,365.00	127,589.00	127,589.00	
CONTRACTUAL SERVICES	312.03	280.00	690.00	721.00	721.00	
SUPPLIES AND EXPENSES	8,174.84	10,513.00	8,540.00	10,126.00	10,126.00	
DEBT SERVICE	16.05		1.00			
TOTALS: PROJECT	126,474.64	136,408.00	135,596.00	138,436.00	138,436.00	
TOTALS: CLERK	126,474.64	136,408.00	135,596.00	138,436.00	138,436.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ELECTIONS						
PROJECT						
PERSONAL SERVICES	28,272.79	12,871.00	12,128.00	28,383.00	28,383.00	
CONTRACTUAL SERVICES	1,446.48	3,000.00	2,760.00	1,400.00	1,400.00	
SUPPLIES AND EXPENSES	6,376.35	4,863.00	4,800.00	8,418.00	8,418.00	
CAPITAL OUTLAY		15,000.00				
TOTALS: PROJECT	36,095.62	35,734.00	19,688.00	38,201.00	38,201.00	
TOTALS: ELECTIONS	36,095.62	35,734.00	19,688.00	38,201.00	38,201.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PURCHASING (OFFICE SUPPLIES)						
PROJECT						
SUPPLIES AND EXPENSES	8,992.15	9,063.00	9,063.00	9,063.00	9,063.00	
TOTALS: PROJECT	8,992.15	9,063.00	9,063.00	9,063.00	9,063.00	
TOTALS: PURCHASING (OFFICE SUPPL	8,992.15	9,063.00	9,063.00	9,063.00	9,063.00	

INFORMATION TECHNOLOGY
101-51450

MISSION STATEMENT:

The Information Technology Department provides support and services to all City Departments for:

1. Data Processing - servers, desktop PCs, peripherals, operating systems and application software
2. Networking Infrastructure - metal cables and connections, fiber optic cables and connections, wireless connectivity, and hubs and switches
3. Internet - city web page and e-Commerce
4. Electronic Communications - email, voicemail and facsimile (fax)
5. Telephony - landline telephones, cellular telephones and wireless telephones.
6. Imaging & Document Management - imaging devices, electronic storage of images, xerography (copiers)
7. Mobile Computing - Personal Digital Assistants, Notebooks and Telework processes.
8. Find and support other electronic technologies that can improve staff productivity

PROGRAMS AND SERVICES:

The Information Technology Department is responsible for the following programs and services:

A. Data Processing - servers, desktop PCs, peripherals, operating systems and application software
B. Networking Infrastructure - metal cables and connections, fiber optic cables and connections, wireless connectivity, and hubs and switches
C. Internet - city web page and e-Commerce
D. Electronic Communications - email, voicemail and facsimile (fax)
E. Telephony - landline telephones, cellular telephones and wireless telephones.
F. Imaging & Document Management - imaging devices, electronic storage of images, xerography (copiers)
G. Mobile Computing - Personal Digital Assistants, Notebooks and Telework processes.
H. Find and support other technologies that can improve staff productivity

The department works with users of city technology to:

1. Provide reliable technological services as cost effectively as possible.
2. Define and resolve technology problems, and recommend preventative measures whenever possible.
3. Provide proper documentation or licensing for all city owned technology.
4. Suggest improvements in productivity through the use of technology.
5. Provide counseling and recommendations on technology topics .
6. Provide sound technology policies and procedures; ensure compliance.
7. Provide training to improve user technology skills, and to increase city user productivity and accuracy on city systems whenever possible.

COST SAVING MEASURES

As with any IT expenditures, investments in technology typically benefit numerous other departments and even the city as a whole. Unfortunately the return on investment on this is seldom quantifiable. On very few occasions do we find departments that keep statistics before and after deployments, yet we know

conclusively that efficiency - and frequently effectiveness - are improved by these expenditures. In reviewing the IT expenditures and operations over the past five years, the list below represents some projects that have provided more tangible and quantifiable cost savings.

Year 2000 / $4,084.08-$5,445.44:

1) **CIMS (Cemetery Information Management System)**
In the past, to locate a grave or perform genealogical research required a laborious manual search of scattered documents. CIMS, a Geographical Information System-driven software package, has allowed the cemetery to consolidate information into one location and provides data visualization for the staff and customers with a complete cemetery map. CIMS reduces the risk of misinformation and increases accuracy. The system is also used to mark the locations of veterans' graves. Since the implementation of CIMS, it has saved the sexton on average 3-4 hours a week, freeing the sexton to do other work. The estimated annual cost savings is $4,084.08-$5,445.44 (based on average labor cost of $26.18/hour).

2) **LaserVault**
Instead of printing financial reports on paper and taking up physical space to store, LaserVault allows reports to be digitally archived and stored on computer disk in electronic format. LaserVault also allows for search capability on archived reports, making it easier to find information than via the prior paper and file cabinet method. Thus, LaserVault provides more effective and efficient access to this documentation at a later time. Finance Department is still compiling the cost savings resulting from not using paper, printer supplies and real estate.

Year 2001 / $6,806.80:

1) **Upgrade to Norton Antivirus Enterprise Suite v4.0**
In July 2000, we had 19 confirmed virus incidents on the CityNet. The ramifications associated with a breach of CityNet by viruses were significant. At that time, we were utilizing an end-point method of protection for our systems. That method created extreme dependence upon our users' activity, whether intentional or accidental, requiring extensive desktop management by IT as well as end users. The Norton AntiVirus Enterprise affords us front-end, centrally managed protection against these attacks and minimizes costly downtime. The Norton Enterprise is able to run on our messaging server as well, allowing us to trap and exterminate viruses before they move down to the workstations and into our users' hands where they require user intervention to mitigate. The Norton Enterprise also allows us to do remote network program updates, virus definition file loading, and scanning of workstations without user interruption. The software can perform network monitoring of suspect behavior or activity, giving us the opportunity for anticipatory interception, thus reducing potential liability. All of these features substantially lower total cost of ownership for the city. This software is also accompanied by significant service bonuses. Norton currently "pushes" new definition files to our server automatically as they become available, as opposed to IT staff having to spend time to go out to the Internet and fetch the definitions. We are provided the most recent definitions immediately upon availability. This reduces the extreme time demands of having to continually monitor virus status, "stand in line" for updates, and repeated trials for successful downloads of definition sets. Finally, if contamination does occur, the Norton Enterprise can perform automatic repair or quarantine of workstations, again lessening end-user and IT time investment. Norton Enterprise also has the ability to isolate infected files that can then be monitored and sent to Norton for further research. Norton will then provide and distribute a custom "innoculant" for the virus - typically within 2-8 hours, minimizing system downtime. Given what Norton Enterprise can do, it easily saves five or more hours of total staff (IT and users) time per week, which translates to about $6,806.80 in annual cost savings (based on average labor cost of $26.18/hour).

Year 2002 / $9,197 (annualized):

1) **Dictaphone Freedom Recorder & Playback Software**
The previous recording system, 10 channel Dictaphone Logger Recorder Veritec series 9000, was using reel to reel tapes for recording and did not have enough channels to record certain radio channels that PD monitored at the time.

With only the 10 channels capability, five channels of the old recording system were recording the dispatch telephone lines (E911 lines at all three Dispatch positions, and non-emergency telephone calls at the two main Dispatch positions), and the other five were recording radio channels (Marshfield Police, Wood County Fire, Wood County Sheriff, Wood County Emergency Management, and Marshfield City Garage). This left one dispatch workstation without any recording capabilities on non-emergency telephone calls on the prior system. There were requests to record other radio channels, such as the Wood County Fire Tactical or Zone channels, but there obviously simply was not enough capacity to do so.

Wisconsin State Law, and the Police Department policy, mandates us to keep our radio and telephone 'logs' for 120 days. The City of Marshfield needs a telephone and radio logging system, especially from the standpoint of liability issues. Access to these telephone and radio logs has saved the city enormous amounts of money in disproving liability issues during litigation. The liability issue extends to all City of Marshfield Departments with the Police and Fire Departments being the most crucial. Recordings of incidents (including large-scale emergencies) can be used for debriefing and as training tools.

The new Dictaphone system provides 32 channels and stores recordings in digital sound format (wave file). These wave files can easily be stored on DVDs, eliminating the need for future replacements of large proprietary recording units. Projecting out 10 years of maintenance contracts since the implementation of the new system, the new system will save the taxpayers of Marshfield $22,069 in maintenance contract costs. Over this 10-year period of savings, the new recording system will almost have paid for itself (The total purchase cost of the new system was $24,604). This estimate does not even attempt to quantify the value of increased provision of public safety services.

2) **Upgrade Call Check Software**
Prior to the upgrade, the Dispatch Center had three 'pods' and among the three pods were six call-check units. The main pod had three call-check units (telephone, police channel, fire channel), the second pod had two call-check units (telephone and police channel) and the third pod had one call-check unit (telephone). The call-checks were accessed daily by the dispatchers to catch crucial information either on the telephone or the police and fire channels. It provides great benefit to have all three pods identically set up and fully functional. Three personnel could be using all the pods during a disaster and when one pod is having maintenance done, the other two will be fully functional. The first digital call-check unit was purchased in 1993 for the fire channel. Two digital call check units were purchased to replace the non-digital call-check units for the telephones (which had been repeatedly out of service) in 1995. An additional digital call check unit was purchased in 1996 for the police channel. When the new Dispatch Center was built in 1997 and the third pod installed, two additional call-checks were purchased for a total of six digital call-check units in the dispatch center. For three workstations to have recall access to telephone, police and fire channels we need to have nine call-check units. The last two call-check units purchased (in 1997) were $3,876 each. If three more call-checks were purchased at the 1997 cost, it would total $11,628. Purchasing three additional digital call-checks would be more than purchasing the new Dictaphone Call-Check software. The software is loaded on each individual workstation. Without all the hardware, the yearly maintenance contract costs are reduced dramatically. Using the old system, from 1999 to 2000 the maintenance contract on all six call-check units increased by $554, from 2000 to 2001 the contract cost increased by $619. Using $620 increases over the next 10 years, the maintenance contracts on our current six call-check-units would total $73,610 (minimally). The maintenance contract quotes provided by Dictaphone for the new call-check

software system start in the second year. Projecting out 10 years by increasing the amount by $93 a year, it gives us a total of $13,290. The savings over the 10-year period is $60,320. The new software will pay for itself during the third year (2005).

3) **Cisco VoIP Phone System**

Our previous phone system, Nitsuko PBX phone switches, were installed in City Hall, Police Department and Street Division. The Fire Department had an AT&T phone switch at the time. The City Hall Nitsuko phone switch was near capacity internally and externally, with only three internal phone ports available and 94% used on external phone lines. No more ports or additional boards could be added for the Nitsuko model that we had and the technology was obsolete, making even repair parts difficult and costly to obtain. The old phone system also did not provide any redundancy at all, requiring a dedicated switch at each location. If one of these phone switches were to fail, everyone in that building would be completely isolated and unable to communicate via land-based telephone. If a Verizon trunk phone line was cut between the Verizon Central Office and a building, the building could also be completely isolated via land-based lines.

The implementation of the new Cisco VoIP Phone System resulted in immediate, direct cost savings to the city while simultaneously providing a vast improvement and upgrade of services benefiting most city departments (except Library and WasteWater Treatment Plant). By moving to the Cisco phone system, we not only alleviated the problems and limitations identified above, but we are actually able to reclaim existing Ethernet jacks at the wall plates thus extending the longevity of our IT infrastructure. The Cisco phone allows a PC workstation to daisy chain the network connection off the phone, thereby saving an Ethernet jack per each location where a Cisco phone is installed. In the two years prior to the implementation of Cisco phone system, we had spent $2,570.66 to add or move Ethernet jacks due to lack of capacity.

The new Cisco phone system has two Call Managers. The two Call Managers are in constant synchronization with each other so that if one were to go down the other would take its place instantly without any user disruption. Also there are two main T1 lines servicing this system, which are load balancing and redundant. The redundancy creates higher availability of lines for use, producing less chance of a busy out-going line. Also if one of the T1s were to fail the other would take control instantly. This redundancy ensures that the Police Department and Fire Department will always be available for emergency and non-emergency assistance.

The new Cisco phone system has provided several added or improved services, such as remote voicemail retrieval, virtual mailboxes for <u>all</u> employees, and a simplified and uniform dialing plan (each old switch required a different access protocol, such as dialing 9-9-911 for making a 911 call). By the nature of VoIP lines, the Cisco phone system provides local calls at no additional charge. The current cost savings while still amortizing the system lease is minimal at $959/year. **This cost saving however will only increase over time, escalating to approximately $3,000/month upon satisfaction of our lease in 2008.**

<u>Year 2003 / $20,501.28 (annualized)</u>:

1) **Verizon DSL**

In 2002, we identified broadband technologies would be a potential service option for Internet provision for the city. Previously, we were paying $300 per month for Internet access (Internet port charge) and $192 per month for the communication link (128K frame relay). By switching to Verizon DSL, we end up paying a total of $139.95 for both Internet access and the communication link. Not only do we get an annual cost saving of $4,224.60 our download speed has increased 12-fold while our upload speed has increased 3-fold (Our current Verizon DSL bandwidth is 1.5M down/384K up).

2) **AcuPrint SecureCheck and Fold & Seal Machine**

AcuPrint Secure Check allows the merging of digitized signatures, digital form generation and computer output data, and prints them on generic blank check stock. The printed checks can then be folded and sealed. The new setup greatly reduces staff time from having to run the printed checks through a separate signature stamping machine and manually stuffing checks into envelopes. This does not quantify the additional cost savings from eliminating the need to purchase or maintain additional individual, dedicated pieces of equipment to perform this same process. The estimated total time savings among staff is 10.5 hours/month for both Accounts Payable and Payroll checks, which translates to about $3,298.68 in annual cost savings (based on average labor cost of $26.18).

3) **Conversion of Remote Facilities to Fiber Optic Connectivity**
Remote communications were switched from traditional OPX/dry-pair connections to fiber-optics at Cemetery, Parks & Recreation Maintenance, and Zoo. This project resulted in a $580/year/site savings over previously leased dry-pair circuits from Verizon. In addition, the changeover to fiber-optic technologies also resulted in vastly more reliable and robust connections for these facilities resulting in enhanced service provision.

4) **Implementation of Multi-Function Devices (MFDs) Throughout Enterprise**
Recent advances allowed us to leverage digital imaging technology to perform tasks on one device that were previously performed by numerous individual units. Digital MFDs offer greater functionality by combining digital copying, network printing, faxing, and scanning functions. Because this consolidation eliminates multiple machines the city will experience a two-fold cost savings. The city saves by not purchasing duplicate components and at the same time eliminating their related ongoing maintenance. Additionally, by combining the work of these units, we will be able to experience volume savings on consumables as well. These units will also create cost savings by economizing staff time through universal user interface, rather than learning how to use and maintain four different machines. The units being used also support document imaging, which, based upon the 1998 DWG and Associates study for the City of Marshfield, will help reduce the estimated 40% of staff time spent addressing our current paper handling.

In 2003-2004 at various locations, replacing individual single-use units equated to an aggregate $5,558/year operational saving dispersed across various departments. This saving will be further leveraged as we implement such MFDs throughout the city on an enterprise-wide plan in successive years. Over time we will also be able to experience a cost savings by eliminating duplicate equipment altogether.

5) **GIS Purchases Vendor Incentives Leveraging**
With the implementation of an enterprise-wide Geographical Information System (GIS), by locating and leveraging vendor incentive packages, we were able to bundle hardware and software purchase costs to recognize $16,918 in savings in deploying the system over the budget years of 2003-2004.

<u>Year 2004 / $16,903.00</u>:

1) **Windows 2003 Server Upgrades**
By identifying vendor incentives and bundling professional training with our server upgrade licensing, we were able to achieve $1,210 in savings for product licensing across the organization.

2) **Identification of Reduced Service-Level Needs for Voter Registration Software**
As an ongoing process of evaluating technology needs of the City of Marshfield, we were able to identify an area to provide a reduced service-level in the voter registration software. Elimination of the maintenance and support costs of the New World System voter registration software resulted in savings of $1,260/year in maintenance and support without an impact to customer service.

3) **Identification of Reduced Service-Level Needs for Laser Printing Services**
By evaluating work-flows and laser printer duty-cycles in 2004, we were able to identify strategic

locations that could be serviced by lower model laser printers. Combined with vendor incentive hardware programs, we were able to achieve savings of $3,195 in 2004, $2,696 in 2005, and an anticipated $1,200 in 2006 in equipment-replacement costs.

Year 2005 / $34,483:

1) **Equipment Replacement Negotiations**
Through negotiation of vendor promotions and incentives combined with manufacturer evaluations, we were able to obtain approximately $9,670 savings from our combined 2005 PC equipment replacement purchases. These efforts allowed us to maintain our 1/4 equipment replacement schedule in the face of significant budget cuts for equipment replacement.

2) **In-House Development of Anti-SPAM Solution**
Although unsolicited e-mail was identified as a significant depletion of city resources, repeated budget cuts 2002-2005 prevented us from being able to implement an anti-SPAM solution. Finally, in 2005, through the use of additional in-house part-time staff, the IT department developed an open-source solution discovered through the Department Head's participation in the 2004 International Virus Bulletin Conference. The in-house anti-SPAM enterprise-wide solution provided not only $13,077 savings in initial implementation costs, $2,700/year in on-going costs, but also based on 2004 studies, an estimated $67,000 in potential reclaimed staff time and productivity.

3) **In-House Installation and Support of Network Electronics**
Through the use of in-house and part-time staff, the IT Department was able to save $2,040 in installation and support services to install and configure our upgraded Layer 3 switch blade.

4) **In-House Microsoft Office 2003 Training**
For the enterprise-wide upgrade to our business office suite, training of all city staff was done with in-house and part-time staff at city facilities. Although a significantly reduced offering compared to the office suite upgrade trainings performed in 1999 at Mid-State Technical College, conservative estimates would equate to savings in excess of $7,000 for performing this training in-house through city IT Department staff.

Again, although the projects identified above represent investments and improvements that demonstrate a quantifiable cost savings, the true value of technology is often elusive and difficult to clearly account for throughout any enterprise. Technology may be best likened to language; while it is difficult to quantify or calculate its value, we know that definitively without it we fail to operate effectively. The true value of technology is in the continued investment in long-range planning and strategic implementation of technologies throughout the city.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS

The recommended Information Technology budget for 2006 totaling $663,595, including all Program Improvements is $85,893, or 14.9%, more than the approved 2005 budget of $577,702. For 2006 this additional amount is predominantly driven by security needs of the city. A significant portion of the increase, or $70,475, is attributable to the proposed Improvement I01, Assessor's Property Database/City Assessor Mass Appraisal (CAMA) upgrade. This improvement is required by the city for 2006 because the current software is no longer a viable product due to security concerns as well as functional limitations. An additional $9,392 is for an enterprise-wide Threat Assessment and Reporting Device, again driven by the city's need to adequately secure and protect infrastructure and business data. The remainder of the increase for 2006 is due to capacity needs resulting from extending and fully utilizing prior initiatives such as GIS, integrated Financial Software, and electronic records development.

The IT budget represents an aggregation of all technology needs and initiatives for ALL City Departments. Because of this, the cost and investment from growth and enhanced service offerings from

various departments often settle in the IT budget. Department programs of significant contribution to the 2006 IT budget are: replacement Assessor's Property Database/CAMA software; new integrated enterprise-wide Financial Software suite; and GIS, including deployment of the Internet interface. The IT department also continues to accumulate costs for various technologies previously maintained in other department budgets, such as enterprise-wide copiers/scanners/faxes, facility remote data connections, telephony services, Dictaphone technologies, and GPS equipment. Although it is in the best interests of the city to centralize and manage these services under the IT department, there is an obvious shifting of these costs into our department that is reflected in our requested funding.

Improvements requested in the 2006 budget are: 1) Replace City Assessor's Property Database/CAMA software; 2) Replace failing Street Division and Finance copier with Multi-Function Devices (MFDs); 3) Threat Assessment and Reporting Device to secure and protect city infrastructure; 4) Additional Laptop to be assigned to Engineering for Traffic Control; 5) Replace Planning & E.D. Director Desktop Workstation with Laptop; and 6) Laptop for Police Field Training Officer & Coordinator.

The Information Technology Department has made considerable effort to centralize and provide enterprise-level resources across all departments and divisions. This initiative provides considerable cost savings for the city through such mechanisms as economies of scale, uniform provisioning, and elimination of redundancies. Some specific examples of this enterprise effort are: Voice over IP (VoIP) phone system, which provides a central telephony services that will ultimately result in a 61% reduction of telecom costs; Enterprise-wide docutivity management, leveraging MFD throughout the city to consolidate functions and control equipment costs, which may result in as much as $12,000/year reduction in equipment and maintenance cost and a corresponding operations costs reduction of $11,000; Systems Management Server purchase, for enterprise-wide deployment and management of software updates and security patches that will result in an estimated 266 hours/year, or near $7,000 savings in IT staff-time (based on average labor cost of $26.18/hour) - an ROI of 7 months.

Another focus of IT is the preservation and protection of the city's IT infrastructure and data. The technology industry has experienced significant increases in malicious code, security attacks, and confidentiality/privacy breeches. The City of Marshfield takes these threats seriously and uses a multi-tiered mitigation approach using technology, policy, and user knowledge. The prospect of such events targeting the city may seem unlikely and due to our effectiveness to date it may be tempting to forego or reduce spending on threat control. However, we can not afford to be lax on this front. When security breeches do occur they are devastating from an operations continuum as well as fiscal perspective. In the budget this year we are requesting funding via Improvement 03 for a tool to help facilitate successful management of these threats. Proactive security threat management is an obligation we have to our citizens, not only to protect their investments but also their privacy.

I01: Assessor Property Database/CAMA replacement (AS) - $70,475

We were pleased with the demonstration of PamsPro Software which has many features that are in fact much better than GVS (our current software system). The vendor guarantees to provide the data dictionary. They provide updates twice a year along with user meetings. The software is extremely flexible - provides for multiple buildings, etc. and yet will give individual building values with the click of a mouse. All of the information for each parcel can be worked with from one screen. There is no limit to the number of pictures, or sketches that can be stored as objects. [--as with any system, in reality there will exist hardware and resource limitations--D.W.]
There is also the capability or storing letters, deeds, copies of the tax bills, variances, notices, comparative work done on the property, etc. with each parcel.

The software also has a portable edition which works with a computer tablet in the field - a direction we have to go in.

With the department Appraiser, we have more than doubled the numbers of field inspections annually, in addition to including inspections of exempt properties. That more than doubles the amount of data entry that needs to be done, with one less office person to help.

Since field inspections are done as work is completed, appointments are necessary, and there was be a period of several weeks between an inspection and the data entry. The secretary position is not state certified and cannot enter inspection information. The avenue of data entry is to make ownership, address, zoning changes, etc. along with entering building permits All of the field inspection data must be entered by the field inspectors.

Rather than hand write notes, and copy them several weeks later if they are legible, data can be entered immediately on a computer tablet in the field at the time of inspection. The information from the tablets can be uploaded by the secretary to the main computer in less than a minute. PamsPro software has that capability with a portable software edition. Our updates would be available for all city personnel as fielding occurs, rather than waiting several months for the data to be entered.

Because of the issues with the current vendor, and because it could take up to two years to learn and build new software for use, we would like to begin the set up in 2006. We are expecting to be without a maintenance contract in the meantime, and would like to be prepared to do the next revaluation with the new software.

The current computer assisted mass appraisal (CAMA) software program is no longer a viable option for the City of Marshfield. There are several deficiencies in the software that not only leave it lacking in functionality but also expose the city to security, support and ultimately liability issues.

Several security issues have been identified in the current program and the accompanying Web interface for the application. Problems exist specifically in the passwords used to log into the software and the password used to connect to the database on the Web interface. The password issue in the internal application might allow information about a property to be modified by an unauthorized agent. The new software program, Visual PAMSPro, is built on a modern database system that the City of Marshfield currently has in place. With this system the IT department can manage and integrate the security system with our current practices.

The current software vendor has not provided updates to the security problems. The vendor was notified of the issues that were found in March 2005 after a significant upgrade but has not issued any update to the software. In addition, in order to force the Web interface to work properly, the username and password for the database were encoded in the application by the vendor. This work-around does not allow the city to control the username and password and provides the vendor with a copy of our password.

The current CAMA software is outdated. The software uses a database engine that was originally created in 1981 and after several revisions was released to open source in July, 2000. There is no technical support available for this database engine and very little documentation on how to troubleshoot it. Visual PAMSPro uses SQL Server, an industry standard database engine and a modern programming language.

The current software does not integrate well with our GIS data. In order to make the current software integrate, the IT department has resorted to purchasing a software connector from Russia that could connect the old Assessor database to our modern GIS SQL database. Visual PAMSPro is built on SQL server and includes the data dictionary. Data from Visual PAMSPro can be accessed directly via GIS without the need for 3rd party connectors.

Visual PAMSPro is a required software replacement for our current appraisal software. The problems the city has experienced this year, as well as the difficulty in obtaining support, make the current software a risk to the operations of the City of Marshfield and its ability to assess and collect property taxes.

Approval of this 2006 budget improvement represents an on-going cost of $8,400/year for software suite support and maintenance.

I02: Replace Copiers With Multi-Function Devices (ST, F7) - $4,571

(ST) - $1,659.24

We are again recommending the purchase of digital Multi Function Devices (MFD) instead of conventional copiers for those units that are due to be replaced this budget cycle.

Recent advances allow us to leverage digital imaging technology to perform tasks previously performed by numerous individual units all on one device. Digital MFDs offer greater functionality by combining digital copying, network printing, faxing, and scanning functions. Because this consolidation eliminates multiple machines the city will experience a two-fold cost savings by not initially purchasing duplicate components, while at the same time eliminating their related on-going maintenance. Additionally by combining the work of these units we will be able to experience volume savings on consumables as well. These units will also create cost savings by economizing staff time through universal user interface, rather than learning how to use and maintain four different machines. This saving will be leveraged as we implement such MFDs throughout the city on an enterprise-wide plan in successive years. Over time we will also be able to experience a cost savings by eliminating duplicate equipment altogether. The units being recommended also support document imaging, which, based upon the 1998 DWG and Associates study for the City of Marshfield, will help reduce the estimated 40% of staff time spent addressing our current paper handling.

[Without a functional copy machine within the Street Division I and my staff would need to take our copying needs either to City Hall or an outside vendor like Office Max and this would cost both substantial staff time and product costs.
In addition, we have numerous public walk-ins for information on a daily basis so we will be unable to accommodate our customers, the citizens of Marshfield. Without a working copy machine staff costs would be several thousand dollars due to the fact they could not copy on-site and lost customer service. – **ST]**

60 mo. FMV lease	$118.27/mo.	$1,419.24/year
Maint. Agmt.@ 30,000 copies	$.008/copy	$ 240.00/year

(FI) - $2,911.68

The Finance Department has requested a Multi Function Device (MFD) to replace the copier located in their seventh floor offices. The current copier does allow for network-attached printing; however it is unable to print more than twenty pages at a time. This forces the Finance Department to print large monthly reports on a laser printer at a higher cost to the city and drastically reduces the productive value of the unit. A new MFD would save the city money by decreasing printing costs and increasing productivity. In addition, the Finance Department currently uses two boxes of blue bar 3-hole punched paper at a cost of $62.00 a month to print their monthly report. A new MFD would come equipped with a 3-hole punch unit that would allow the Finance Department purchase regular blue bar paper at a fraction of the price. Lastly, in a 2002 Docutivity Analysis done by the EO Johnson Company, this copier was marked for replacement in 2004. This copier is reaching the end of its life cycle and needs to be replaced. The current unit being used in F7 can be re-purposed to an alternate location such as F5, where it would not only replace an obsolete model that can no longer be supported by the vendor, but can also provide for over-flow printing during tax time, thus providing better customer response.

60 mo. FMV lease	$172.64/mo.	$2,071.68/year
Maint. Agmt.@ 120,000 copies	$.007/copy	$ 840.00/year

I03: Threat Assessment and Reporting Device (IT) - $9,392

The City of Marshfield is under constant attack from waves of spyware, malware, and viruses that plague the Internet. To help combat this threat the Information Technology (IT) department is implementing an Acceptable Use Policy to help prevent the unauthorized execution and infiltration of dangerous programs and code. The efficiency of this policy and the IT department's ability to manage incidents can be greatly increased by the addition of this software and hardware.

This system would allow IT staff to produce a forensic audit trial in the event that malicious code was executed on a system and expedite the recovery of that system. Currently the restoration and accounting of a compromised system can take hundreds of hours due to the lack of detailed logging. In a recent case where a city computer was compromised, over 350 hours of IT staff time and 20 hours of outside

network engineering services were utilized. This one incident translated to over $15,000 in IT costs alone, not including the computers and users which were affected. If this software had been in place the resolution would have been expedited drastically, the need for external network engineering support would have been avoided, and the event may never have occurred.

Approval of this 2006 budget improvement represents an on-going cost of $1,878/year for software support, subscription updates, and maintenance.

TO: Dan Wolfgram, IT Lead Analyst

FROM: Lara Baehr, Human Resources Manager

DATE: August 17, 2005

RE: IT Budget Request Support

The intent of this memo is to show support for the Threat Assessment and Reporting Device. This software will help to prevent and assist in protecting the city's technology infrastructure and operations. In looking at past practice there is a very real probability that the city's infrastructure can become compromised and disabled.

Departments and city staff users will be impacted when/if the system becomes disabled. Department's IT projects are put on hold when IT staff reallocates their time/priorities in order to respond to emergencies. IT staff need to spend time figuring out what happened and ensure that procedures are put in place where possible to ensure compromises do not occur again. This can result in lost production, not only in the departments where users are affected but also in departments where IT projects are put on hold short term or possibly even pushed back to a later budget year. Unexpected expenses when trying to bring a system back online may also push a Department's IT projects into the next year due to lack of funding.

The Threat Assessment and Reporting Device would also play an important role in ensuring that employees who do not follow the city's IT policies are disciplined. With this system in place the city will be better able to track down sources of system compromises and also help to provide data to support disciplinary action.

I04: Additional Laptop for Traffic Control (EN) - $1,985

The Engineering Division of the Department of Public Works requests a laptop computer for the operation and maintenance of the new Veterans Parkway and North Central Avenue traffic controllers.

[This laptop computer will allow the Engineering Division to adjust traffic signal timings and allow for a quick replacement of traffic controllers in the event that an intersection needs a repair or replacement. This laptop and the new software that the city received as a part of the Veterans Parkway project will allow the Engineering Division to upload the current programming from the majority of the controllers within the city. In the event, of controller failure the city has a spare controller that could be reprogrammed in a matter of minutes and then the intersection could be reinstated immediately. With this improvement, reprogramming can take place in a mater of minute's verses several days. In the event one of the intersections of Veterans Parkway fails it would be in the city's best interest to have the intersection operational as soon as possible due to the railroad preemption. This preemption allows for a track clearing green before a train enters an intersection. The railroad signal is transmitted 28 seconds before a train enters the intersection. This would save time versus a person having to drive from Milwaukee to verify the programming is correct. – PW]

I05:: Planning & E.D. Director Laptop Substitution (PL) - $1,812

The Planning & Economic Development Department is requesting a laptop with docking station for the Director position. This laptop will replace the existing desktop. This desktop replacement will increase productivity by allowing the Planning & Economic Development Director to have computer access in the office, at meetings, out of town and at home. Many of the city's directors are already using desktop replacements with very positive and productive results. **Because this is a substitution, the actual net cost of this improvement is approximately $1,100, depending upon desktop model.**

[On June 28, 2005, the Common Council approved a citizen participation plan as part of the comprehensive plan, downtown plan and parks and recreation plan update. Over the next 12 to18 months, this will entail a minimum of 30 additional evening meetings for the director. There will be an increased need for access to a computer outside of the office. Currently, I have a laptop checked out for my usage most of the time to be able to work from home evenings and weekends. However, it is not a dedicated laptop and there have been times when I needed it and it was not available. If the notebook included a docking station, it would eliminate the need for the existing desktop in my office. This would allow it to re-circulate to another user and keep it in the normal replacement cycle.
Having access to a computer outside of the office is important to my daily activities. Much of the work in the planning department is documented in proposals, plans, agendas, public notices, policies, procedures, and ordinances. We also staff the Plan Commission, Zoning Board of Appeals, Historic Preservation, Joint Plan Commission for both McMillan and Cameron, and the Mainstreet Sign Design Committee and the Veteran's Parkway Design guideline committee. The department does not have an administrative support person assigned though it does have access to the secretaries in Public Works. This means that staff drafts most documents and there is typically not enough time during work hours to get it all completed. – PL]

I06: Police Field Training Officers/Coordinator Laptop (PD) - $1,563

The Marshfield Police Department is requesting the Information Technology Department to budget for a laptop for the Field Training Officers and Coordinator. The laptop previously used for this program has failed and is no longer operational. The Information Technology Department issued a temporary laptop to the Police Department because they were training two new officers and had two more new employees starting in the near future, however this provision has reduced the availability of units for check-out by other city staff.

[We anticipate continual use of a laptop by our department for this function. We are just starting the beginning of a period where our department will see a significant number of employees retiring. The Field Training Coordinator uses the laptop for updating the manual. The Coordinator also creates and modifies the forms used by the Field Training Officers. We receive updates to our Field Training Program during the NAFTO Conference. We attend this annual conference during the spring of the year. We incorporate the changes we receive, allowing us to stay compliant with the National Association of Field Training Officers' program. Our Field Training Program runs approximately 16 weeks. Should the Trainers and Coordinator feel the employee needs further remedial training on certain tasks/issues, the program will be extended. It is quite efficient having the laptop with the trainer during their tour of duty with the new officer. Accurate note taking and documentation can be and is done while in the squad. This means less time in the station for both trainer and trainee while working on the Daily Observation Reports and other documents. The more time they can spend out of the station, the more calls for service and experience the new hire will receive. – PD]

Non-capital Requests

The following are non-capital expenditures that are being requested:

1) PC Equipment Replacement - $46,903

Following Council directive one quarter of all PC equipment is replaced each year. In 2006, we will replace 33 PCs at a cost of $23,493; 4 laptops at a cost of $6,253; 27 monitors at a cost of $7,995; 8 network laser printers at a cost of $5,992; 1 parallel printer at a cost of $171; and 1 digital projector at a cost of $2,999.

Adopting a replacement cycle helps keep equipment costs more consistent from year to year as well as optimizes user efficiency by limiting interruptions to workflow from malfunctioning equipment and downtime from repairs. A four-year equipment replacement cycle is an industry standard and also bears out in our locale across the private and educational sectors. With the monitor purchases in 2005 we have been able to phase out the older CRT technology units and now we have LCD units on all production desktops. This shift in technology has not only allowed us to extend the replacement cycle for monitors to five years but also represents a move to a far more energy efficient and consequently cost-effective technology. Without adherence to the 1/4 replacement cycle, this leveraging of city assets would not have been possible.

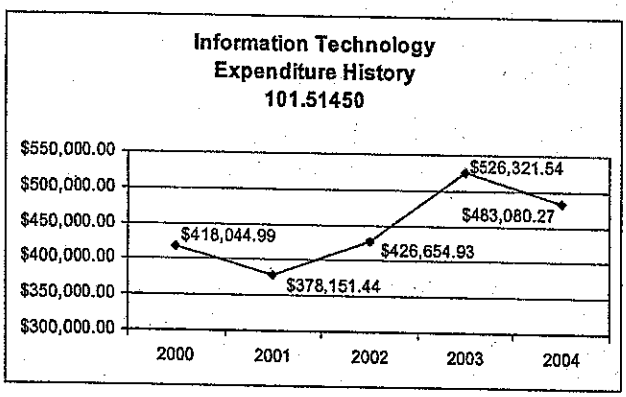
In the past, reductions have been made to this requested funding and we significantly felt these deviations from the replacement cycle in 2005. A total of 4 workstations failed while in production this year, an unplanned replacement can take up to 4 hours depending upon configurations. During this unscheduled replacement and reconfiguration, staff, who used these machines, were unable to perform their typical duties. We had a digital projector fail, significantly impacting workflow across many departments. A total of 2 laptops failed in departments using these units in daily operations, resulting in delays in work programs until suitable replacements could be reallocated. The laptops pulled and used as replacement units had a corresponding impact in services as these units were no longer available for check-out for mobile/telework, meeting, and presentation purposes. In addition to the budgetary advantages, a replacement policy prevents these disruptions to productivity and their corresponding impacts to customer service.

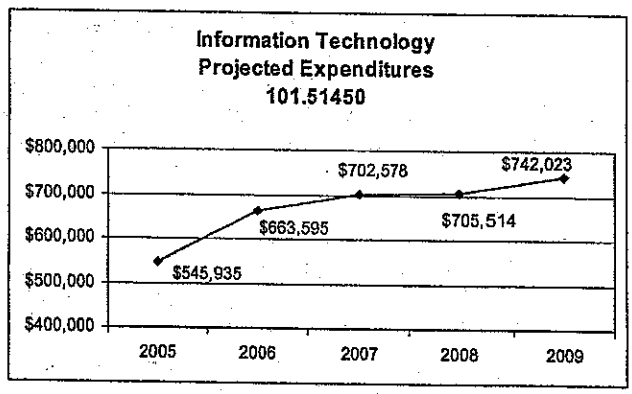
Investing in these technologies however, whether software or hardware, not only improves staff productivity and leverages city resources as referenced in the 2004 PSPC report, but also enhances the level of services we are providing to citizens. Through such offerings as: Parks & Recreation program registration; minutes and agendas, road closings, and property assessment data available on the Internet; GIS data for developers; faster, more efficient computerized voter registration; and VoIP phone services allowing Automated Attendant services, off-site call forwarding, and remote message retrieval, to name only a few, the city is better servicing its citizens and customers.

SCHEDULE OF DEPARTMENT EXPENDITURES:	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
TOTAL	483,080	$577,702	$545,935	$663,595

DEPARTMENT STAFFING (FTE):	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Information Technology Lead Analyst	C/4/4	1.0	1.0
Information Technology Analyst	C/4/2	2.0	2.0
TOTAL		3.0	3.0

GRAPHS:





CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
INFORMATION SYSTEMS						
PROJECT						
PERSONAL SERVICES	202,980.78	234,974.00	238,741.00	245,157.00	245,157.00	
CONTRACTUAL SERVICES	42,481.87	45,454.00	49,541.00	67,721.00	67,721.00	
SUPPLIES AND EXPENSES	142,495.87	229,497.00	192,247.00	243,044.00	240,719.00	
FIXED CHARGES	65,523.46	67,777.00	65,406.00	74,352.00	74,352.00	
CAPITAL OUTLAY	29,598.29			35,646.00	35,646.00	
TOTALS: PROJECT	483,080.27	577,702.00	545,935.00	665,920.00	663,595.00	
TOTALS: INFORMATION SYSTEMS	483,080.27	577,702.00	545,935.00	665,920.00	663,595.00	

FINANCE DEPARTMENT
101-51510

MISSION STATEMENT:

The mission of the Finance Department is to provide administrative support and information services to the public and city departments, maintain financial information in accordance with generally accepted accounting principles, and to ensure compliance to legal and prudent fiscal requirements in all financial and procedural operations. In addition, the Department is responsible for the collection, investing, and disbursement of all city funds and MEDA economic development commercial loan administration.

SERVICES AND WORK PROGRAMS:

I. Accounting and Financial Reporting System

A. General Ledger - Enters budget adjustments; prepares and enters journal entries; produces and reconciles fiscal reports
B. Payroll - Reviews payroll transactions; reviews and processes employees' time cards; verifies and distributes pay; reports payroll information; posts payroll data to general ledger; prepares all Federal, State, Workers Comp. Insurance and Retirement reports
C. Accounts Payable/Disbursements - Audits and reconciles all purchase orders and payment vouchers; processes and releases payments; posts disbursements to the general ledger
D. General City Accounts Receivable - Audits and reconciles all receipts; processes all payments to subsidiary accounts receivable records; provides weekly outstanding receivable lists to City Clerk and collection staff; posts receipts and invoices to the general ledger
E. Fixed Asset Management - Accounts for city property; maintains city's fixed asset accounting system
F. Debt Fund Surveillance - Administers debt policies; reviews and assists in the preparation of the official statements prepared by city's independent financial advisor
G. Direct Fund Surveillance - Administers certain other governmental funds and files reports; serves as focal point for grants management; prepares machinery & equipment, emergency medical service and wastewater rate studies and recommends said rates for Common Council consideration
H. Taxi Service – Responsible for Taxi service capital assistance and operating grant management
I. Comprehensive Annual Financial Report (CAFR) – Prepares the CAFR in accordance with all applicable rules and regulations
J. Responsible for selection and implementation of financial software to meet the department's needs.

II. Budget

A. Works with city departments and summarizes their initial budget requests so that the City Administrator can prepare a recommended annual operating and capital budget for consideration by the Common Council

1. Establishes procedures, forms, schedules, and directions for use by city departments and outside agencies in submitting annual budget requests; reviews operating

budget requests; recommends appropriation levels
2. Works to improve the communication of budget information to the Common Council and the general public by upgrading the format and organization of budget documents and reports
3. Conducts budget informational meetings and provides ongoing support for department managers and staff to explain city budget policies and procedures, the budget development schedule, expenditure control, revenue tracking and other budget topics.

B. Monitors and reviews the condition of all city budgets and recommends remedial or corrective budget action when necessary

1. Prepares written and delivers oral presentations, when requested, on the monthly status of the budgets to the City Administrator and Common Council
2. Reviews and processes budget adjustment requests from City departments.

C. Reviews, analyzes, and presents findings on a wide range of city and legislative issues to the City Administrator and Common Council.

D. Reviews and recommends city management, financial, personnel and administrative policies.

III. Audits

A. Internal Audits

1. Performs financial audits of city departments, or specific functions thereof, checking compliance with legal and administrative requirements and including evaluations of the adequacy of internal control systems, in response to management's concerns and requests
2. Makes cash counts and other inventories or verifications, as necessary, including reconciliations with appropriate records, reports, or other evidence of accountability, and assesses the potential for loss or abuse of city resources
3. Prepares and submits formal reports to the City Administrator and Common Council regarding findings and recommendations stemming from audit activities
4. Maintains liaison with city officials and responds to requests for advice, problem resolution, information, analysis, or other assistance
5. Performs follow-up reviews of actions taken regarding previous findings and/or recommendations.

B. External Audits

1. Preparation and solicitation of request for proposals, evaluation of proposals and recommendation of a proposal to the City Administrator and Common Council
2. Monitors audit contract
3. Pre- and post-audit conferences with auditors
4. Performs follow-up reviews of actions taken or being taken regarding previous external findings or similar recommendations.

IV. Cash Management

A. Cash Collections
1. Collect and deposit all general city revenues and reimbursements
2. Collect and deposit all dog and cat license fees
3. Prepare required collection and deposit reports for internal and external agencies.

B. Tax Collections

1. Prepare tax rate work sheets for Wood and Marathon Counties to ensure proper tax rates are used to generate county prepared tax statements
2. Prepare Statement of Taxes and other tax collection reports for the State of Wisconsin
3. Collect tax payments for taxing jurisdictions within the city for all real and personal property located within the city limits
4. Prepare tax settlement reports for Wood and Marathon Counties
5. Distribute tax collections to all local taxing jurisdictions in accordance with applicable statutes.

C. Investing

1. Invest excess or restricted city funds to ensure safety of principal and maximization of earnings while ensuring liquidity needs are met
2. Develop and administer investment policies to meet all objectives and requirements
3. Prepare cash flow analysis to assist with maintaining proper liquidity and maximizing yield.

V. Risk Management

A. Coordinates all city insurance programs

1. Assists in developing underwriting bid specifications, solicits bids, negotiates and recommends insurance coverage
2. Acts as the contact person between city departments and the various insurance companies providing coverage to the city
3. Notifies insurance companies of any changes in coverage
4. Notifies independent insurance appraisal firm of changes in property quantities
5. Coordinates and conducts accident/loss investigation when asked by insurance companies.

COST SAVING MEASURES:

- Updated Fixed Asset Management Policy 4.150 in January 2000 that raised the reporting minimum from $50 to $1,000. This change resulted in removal of over 8,000 line items (>80% of total item count) from the fixed asset accounting system that represented less than 5% of total value. Implementation reduced processing and supplies costs across multiple budgets by over $2,500 annually.

- May 2000 Merger of Comptroller and Treasurer Departments into a Finance Department resulted in a staffing reduction of 0.2 FTE with an estimated annual savings of $7,100.

- Reorganization of duties upon creation of the Finance Department resulted in active investment of cash reserves by minimizing cash held in City bank accounts and transfer of funds to the State of WI Local Government Investment Pool or long-term Securities in compliance with State Statutes and City Policy 4.950. Estimated additional interest revenue exceeds $200,000 during this period in comparison to previous treasury management practices.

- Payment of the full balance for City of Marshfield WI Retirement System Unfunded Pension Liability by January 31, 2003 through issuance of $3,160,000 of Taxable Note Anticipation Notes which resulted in a savings of $239,000 in accrued interest waived by the State of WI for 2002.

- February 2003 issuance of $2,050,000 General Obligation Refunding Bonds to refinance the callable portion of 1997A Corporate Purpose Bonds that resulted in a net present value savings of $89,381.
- March 2003 issuance of $3,255,000 of Taxable General Obligation Refunding Bonds to refinance the $3,160,000 Taxable Note Anticipation Notes that resulted in an estimated savings of $13,646,769 over the anticipated payoff term of the WI Retirement System Unfunded Pension Liability.
- January 2004 reduction of collection function staffing by 0.3 FTE which resulted in estimated annual savings of $14,200.
- May 2004 issuance of $730,000 Taxable General Obligation Refunding Bonds to refinance two State Trust Fund Loans to TIF districts that resulted in net present value savings of $15,571.
- May 2004 issuance of $1,050,000 of General Obligation Corporate Purpose Refunding Bonds to refinance all (six) Tax Exempt State Trust Fund Loans that resulted in net present value savings of $54,651.
- May 2004 issuance of $1,320,000 of General Obligation Corporate Purpose Refunding Bonds to refinance the callable portion of 1997B General Obligation Corporate Purpose Bonds that resulted in net present value savings of $74,882.
- January 2005 reorganization of collection function duties that reduced staffing by 0.5 FTE which resulted in net estimated savings of $15,000.
- 2005 updates to Policy 3.578 that allowed for implementation of Electronic Direct Deposit processing which resulted in estimated savings of $500 to $1,000 annually.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budget for the Finance Department is $418,221, an increase of $28,893 or 7.4% above the 2005 budget of $389,328.

An amount of $11,455 is budgeted in line item 5210 (Professional Services) to finance 2005 audit expenses. An additional $10,000 is budgeted for contracting accounting services for the CAFR and State Report "C" and $3,000 for attorney fees for audit responses. This budget is funded primarily by tax levy but also fees.

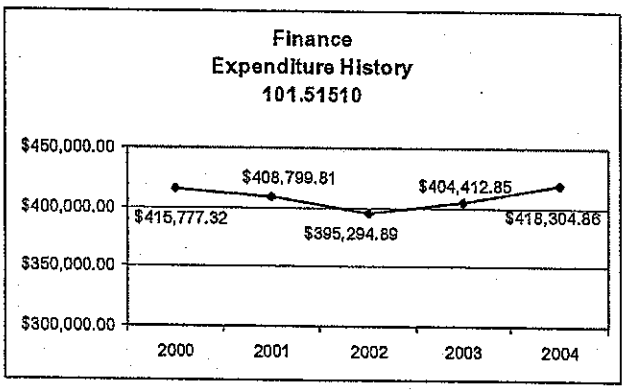
SCHEDULE OF DEPARTMENT EXPENDITURES:

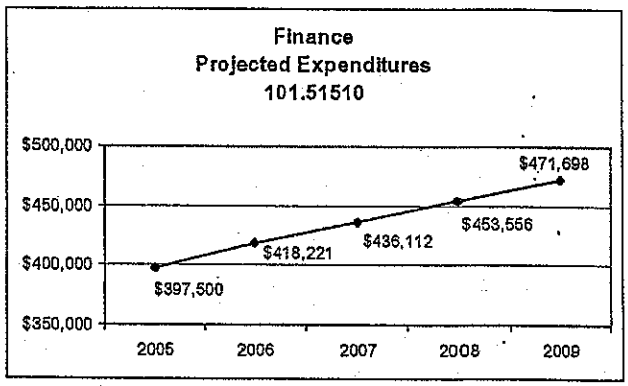
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$418,305	$389,328	$397,500	$418,221

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Finance Director	D/6/4	1.0	1.0
Assistant Finance Director	C/4/4	1.0	1.0
Account Clerk II	AFSCME	2.8	2.8
Account Clerk I	AFSCME	0.5	0.5
Total		5.3	5.3

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FINANCE						
PROJECT						
PERSONAL SERVICES	343,537.41	353,220.00	346,405.00	370,930.00	370,930.00	
CONTRACTUAL SERVICES	48,870.90	13,593.00	30,245.00	23,767.00	26,767.00	
SUPPLIES AND EXPENSES	24,970.16	19,865.00	18,350.00	19,634.00	19,634.00	
FIXED CHARGES	843.00	850.00	880.00	890.00	890.00	
DEBT SERVICE	83.39		3.00			
CAPITAL OUTLAY		1,800.00	1,617.00			
TOTALS: PROJECT	418,304.86	389,328.00	397,500.00	415,221.00	418,221.00	
TOTALS: FINANCE	418,304.86	389,328.00	397,500.00	415,221.00	418,221.00	

CITY ASSESSOR
101-51530

MISSION STATEMENT:

The mission of the Assessor's Department is to prepare the annual assessment roll (the official record of all taxable and exempt property within the City of Marshfield) while providing the best possible service. Assessed values determine the amount of general property tax charged to each property owner, while the information gathered provides a historical record and reference base for municipal operations. The primary goal is to reconcile fair and equitable assessments, emphasizing objective, dependable, and effective mass appraisal techniques.

Assessed values are established (or property exemptions granted) as of January 1st, according to Chapter 70, Wisconsin Statutes. Each year's tax roll is absolute. After the Assessor formally signs the tax roll affidavit, the values can only be changed by the local Board of Review, upon appeal to the State Department of Revenue, or through circuit court litigation. Exemption determinations are appealed to the local governing body under Wisconsin Statute 74.33. When an appeal is disallowed, the appellant may commence Circuit Court action.

Wisconsin Laws, Chapter 39 (1975) define State certification requirements for assessment personnel to legally perform prescribed duties for the 1,897 jurisdictions in Wisconsin. The City of Marshfield requires an Assessor II certification sign the tax roll. Continuing accredited education in appraisal, property tax law, and a supervisory management, along with mandatory attendance at annual Department of Revenue training sessions, will satisfy recertification requirements while assuring avenues for proficiency and professionalism.

The Assessor's staff works pro-actively in conjunction with professional organizations and the Wisconsin Department of Revenue regarding proposed legislation or procedural changes affecting the taxation process. Work programs and services are subject to review by the Department of Revenue, and must comply with the "Wisconsin Property Assessment Manual", Wisconsin Laws", and the "Uniform Standards of Professionally Acceptable Appraisal Practices". Non-compliance may result in certification revocation.

The Assessor's staff observes the Code of Ethics of the International Association of Assessing Officers and the Codes of Ethical Behavior defined by Wisconsin Statute, Section 19.59. The code establishes clear and precise ethical and professional guidelines for assessing officers to discharge their duties to the public, while providing standards to judge professional conduct.

SERVICES AND WORK PROGRAMS:

A. Establish assessed values for the annual real estate and personal property tax rolls in compliance with Chapter 70, Wisconsin Statutes, the Wisconsin Property Assessment Manual, and the Uniform Standards of Professionally Acceptable Appraisal Practices.

1.. Discover and define property.
   a. Locate, inspect and classify city property.
   b. Update maps for splits, surveys, zoning changes, etc.
   c. Work with recorded information and surveys to identify and list new parcels.
   d. Identify beneficial ownership rights and zoning restrictions.
   e. Determine the taxability or exemption of property.

2. Software research - analysis - set-up.
   a. Track programs and software packages incorporating the valuation process for assessment purposes using state mandated class and valuation codes.
   b. Real Estate Assessed and Exempt.
   c. Personal Property Assessed and Exempt.
      Mobile Homes In Parks
   d. Assure reporting capabilities with value breakdowns for all categories that require reports.
   e. Provide copies of all parcel line changes to GIS Technician for computer mapping changes.
   f. Review database functions and utilities for integrating other city departments.
   g. Set up and enter pricing and listing tables for user-friendly and consistent data entry.
   h. Coordinate software vendor and Information Systems work.
   i. Attend user meetings with suggestions for program improvements and training.
   j. Set up program for downloads to County files.

3. Data collection and analysis.
   a. List and photograph residential and commercial physical property characteristics and condition.
   b. Identify problems with functionality.
   c. Identify economic factors.
      1) National, regional, local and neighborhood influences.
      2) Economic, governmental, social influences.

4. Estimate the cost, income and market approaches to value for assessable property. Reconcile the three approaches into the most probable market value estimate - assessed value.

5. Review manufacturing roll.
   a. Send building permits, deeds, photographs to the Department of Revenue Manufacturing Assessor.
   b. Work to eliminate the potential of duplicate assessments.

1) Compare manufacturing real estate parcels against the local roll.
2) Compare personal property rolls.
3) Compare leasehold company locations.

6. Print preliminary assessment rolls by county for public review during open book.
   a. Real Estate Roll
      1) In order by parcel number.
      2) In order by owner's name.
      3) In order by property address.
   b. Personal Property Roll

7. Print and mail notices of assessed value change at least 15 days prior to the Board of Review hearings in accord with 70.365.
   a. To owners of real estate parcels where any assessed value change occurred
   b. To all owners of personal property accounts.

8. Hold open book conferences to obtain additional information about problems affecting values that may not have been apparent.
9. Mail notices to open book contacts for corrections, amended values, or values not changed during open book.
10. Complete and print the official assessment rolls.
    a. Sign and have notarized the official Assessor's roll affidavits.
    b. Deliver the official roll to the City Clerk.
    c. Upload or deliver official rolls to the Wood County Treasurer and Marathon County Tax Lister.
11. Appeals Procedure.
    a. Prepare Board of Review defense testimony equivalent to any testimony necessary for further appeal to Circuit Court under a Writ of Certiorari.
    b. Prepare 70.85 defense testimony for appeals to the Department of Revenue.
    c. Prepare Court defense for litigation as necessary.
    d. Communicate with City Administrator and Council regarding status of major appeals.
12. Compile and distribute reports.
    a. Computer Exemption Reports
    b. Tax Increment District Reports
    c. Assessor's Tax Roll Estimates
    d. Assessor's Final Reports
    e. Statement of Assessments
    f. In Lieu Of Tax Reports
    g. Business Improvement District Reports
    h. Annual Statistics Reports
    i. Archived Tax Roll Information
    j. Inter-Department Land-Based Informational Reports
    k. Mobile Home Lottery Reports, Statements, and Collection Lists.

B. Establish annual assessed values for mobile homes in parks in accordance with Wisconsin Statute 66.058.

1. Track, review, and analyze mobile home sales in parks.
2. Work with sales data to develop annual assessments.
3. Mail out lottery credit forms to mobile home owners in December.
4. Develop an annual tax and statement for a monthly payment, and mail each January to the mobile home owners.
5. Provide copies of the statements with a collection summary report to the park operators.
6. Give a copy of the statements along with the collection summaries to the City Finance Director for collections.
7. Review each park monthly for homes that have moved in or out of the park.

C. Equalization.
1. Process real estate transfer returns for the Wisconsin Department of Revenue.
2. Analyze sales/ratio and dispersion analysis reports to determine aggregate ratio estimates and uniformity between classes.
3. Review State equity reports in February to estimate ratios for calculating new construction.
4. Communicate with Equalization Supervisor regarding local economic conditions.
5. Review TIF district values and equalized increments.
6. Request State equalization reviews when necessary.

D. Tax Laws.
1. Work with Assessor's Associations to review proposed legislation affecting tax laws and assessment procedures.
2. Promote positive legislation.
3. Keep local officials notified of proposed legislation, which would affect local tax rates.
4. Work with state officials to deter negative impact legislative proposals.

E. Staff certification education and training.
1. Accredited certification education through professional associations.
2. Mandatory Wisconsin Department of Revenue meetings.
3. Computer software training.
4. Staff technical and procedural updates.
5. Personal development and motivational seminars.
6. Public relations training.
7. USPAP Standards updates and training.

F. Servicing.
1. Promote and help develop computer sharing of information between all city departments.
2. Define confidential versus public records.
3. Promote independent research of non-confidential information by frequent users.
4. Reserve staff time for department operations, charging fees to offset municipal costs.
5. Provide visual basic information (picture sales data) for public education and awareness.

6. Internet access to open records.
   158,010 hits – 8/3/04
   226,455 hits – 7/20/05
7. Internet fast facts relative to economic development – update annually.
8. Internet appeals information.
9. Internet sales information.

G. Department goals.
1. Generate annual tax roll in conformance with state laws and USPAP regulations.
2. Set-up & distribute departmental report and archive of information.
3. Continue providing Internet access to GVS service information.
4. Work with the City and Consulting Attorneys on litigation.
5. Public education through informational materials on the assessment process in Wisconsin.
6. Review and provide input on pending legislation that affects the assessment process.
7. Plan for future city-wide reevaluations.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS

The recommended 2006 budget for the City Assessor's office totals $292,857, an increase of $16,856 or 6.1% above the 2005 budget of $276,001. Increases in personal service costs accounted for most of this increase. Included in the 2006 budget is $4,461 for state mandated manufacturing assessment fees. This budget is funded entirely by tax levy.

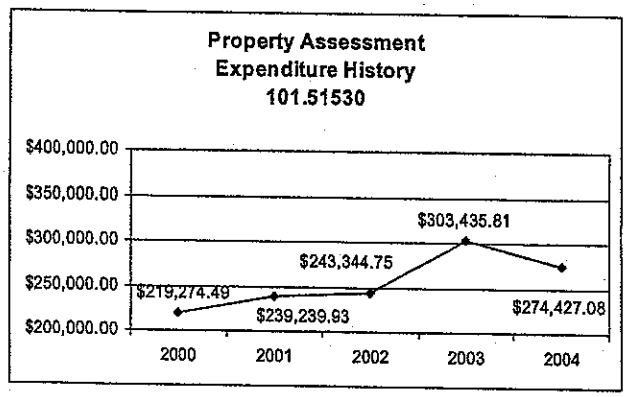
Schedule of Department Expenditures:

	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$274,427	$276,001	$315,812	$292,857

Department Staffing (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
City Assessor	Elected	1.0	1.0
Deputy City Assessor	B/3/1	1.0	1.0
Property Appraiser	AFSCME	1.0	1.0
Secretary	AFSCME	1.0	1.0
Total		4.0	4.0

GRAPHS:


Property Assessment
Expenditure History
101.51530
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$350,000.00
$300,000.00
$250,000.00
$200,000.00
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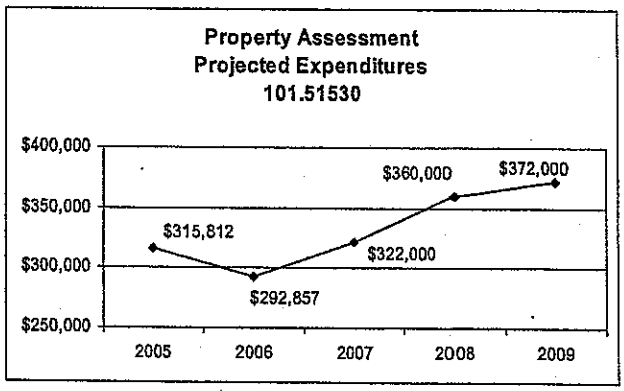
$239,239.93
$243,344.75
$303,435.81
$274,427.08
2000
2001
2002
2003
2004


Property Assessment
Projected Expenditures
101.51530
$400,000
$350,000
$300,000
$250,000
$315,812
$292,857
$322,000
$360,000
$372,000
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

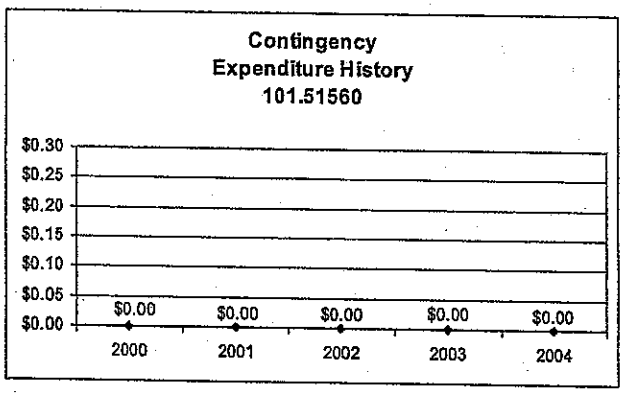
ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PROPERTY ASSESSMENT						
PROJECT						
PERSONAL SERVICES	225,212.09	252,156.00	252,333.00	268,735.00	268,735.00	
CONTRACTUAL SERVICES	36,422.93	9,644.00	50,464.00	9,380.00	9,380.00	
SUPPLIES AND EXPENSES	12,757.71	14,201.00	13,014.00	16,474.00	14,742.00	
DEBT SERVICE	34.35		1.00			
TOTALS: PROJECT	274,427.08	276,001.00	315,812.00	294,589.00	292,857.00	
TOTALS: PROPERTY ASSESSMENT	274,427.08	276,001.00	315,812.00	294,589.00	292,857.00	

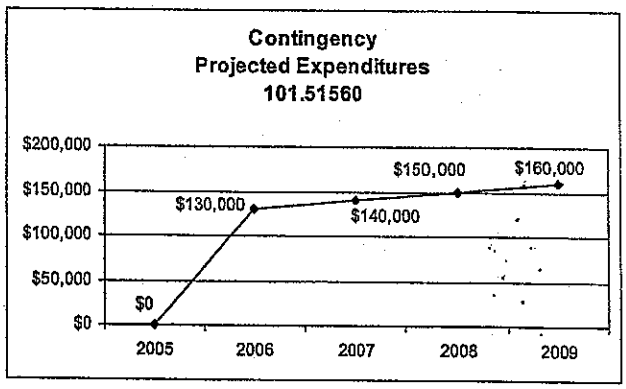
SUMMARY
VARIOUS NON-DEPARTMENTAL BUDGETS

The following pages of the budget document contain appropriations that do not relate specifically to any one department. Rather, these budgets include various non-departmental accounts. They are summarized below:

1) CONTINGENCY ACCOUNT (101-51560)

This budget totaling $130,000 includes provision for unallocated funds to cover unforeseen general operating costs not recognized when the budget was prepared. $10,000 is specifically designated for unemployment compensation payments. $20,000 is allocated for HRA. This budget is funded entirely by tax levy.

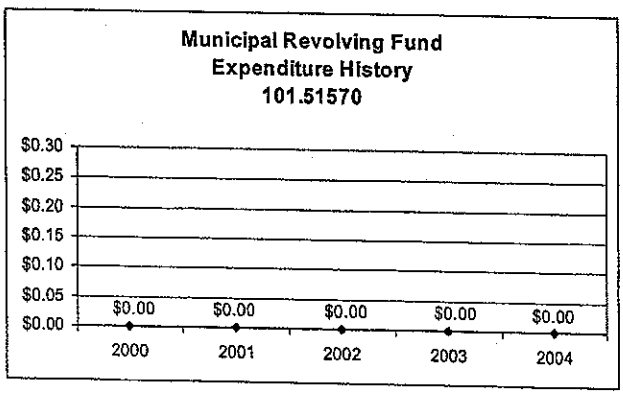


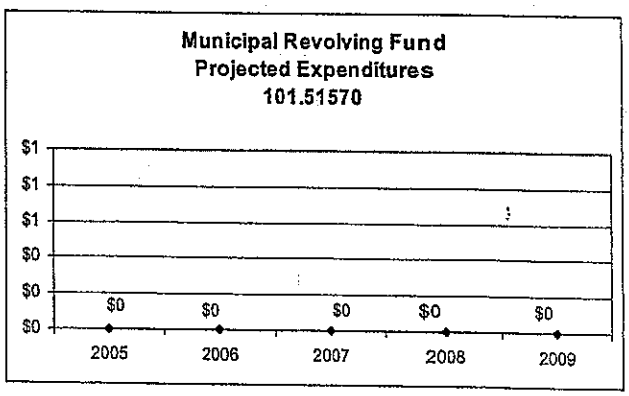


2) MUNICIPAL REVOLVING FUND (101-51570)

This account was established by the Common Council to act as an internal revolving loan fund to other city departments to finance large capital purchases. The effect of this mechanism is to spread the cost of capital purchases over several years, instead of one year, thus minimizing/leveling out the fiscal impact on the budget, tax levy, and tax rate. The original appropriation of $100,000 was increased to $200,000 several years ago. There are no outstanding loans on this account.

Because of inactivity in this account for the last several years, I am recommending that this fund be discontinued and closed to the General Fund at the end of 2005.

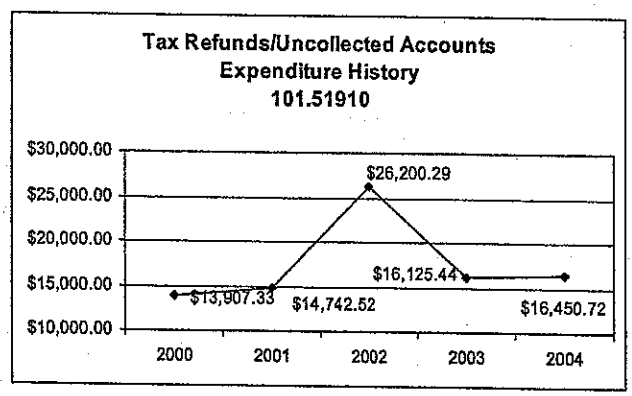


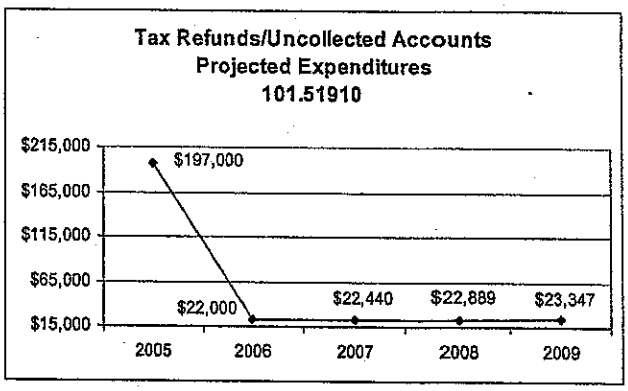


3) **ILLEGAL TAXES, TAX REFUNDS AND UNCOLLECTIBLE TAXES, SPECIAL ASSESSMENTS AND RECEIVABLES (101-51910)**

This budget covers illegal real estate taxes charged back to the City by the County and tax refunds authorized by the Common Council under Section 74.135 of the statutes. This account also covers the cost of collection, collection agency fees, and the actual amounts that are approved to be written off as uncollectible for taxes, special assessments, and receivables.

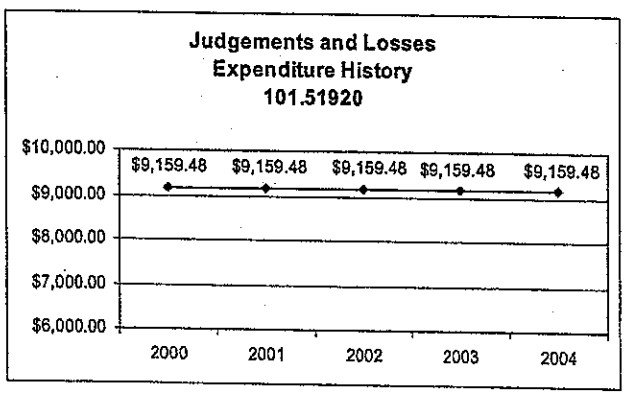
The recommended 2006 budget for this cost center totals $22,000, a decrease of $175,648 or 88.9% under the 2005 budget of $197,648. In 2005, monies were budgeted for the tax refund to St. Joseph's Hospital. There is no need to budget money in the 2006 budget for this purpose. The recommended budget includes $1,500 for collection agency fees; $4,000 for erroneous taxes placed on the tax roll; 10,500 for uncollectible delinquent personal property taxes to be written off; and $6,000 for other accounts receivables to be written off. This budget is funded entirely by tax levy.

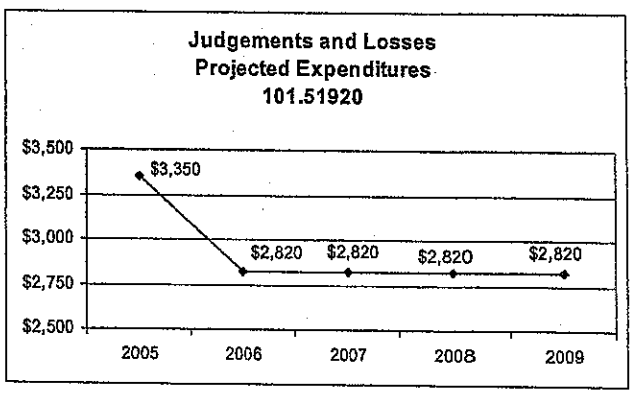




4) **JUDGMENTS AND LOSSES (101-51920)**

This budget finances payments to spouses for special death and disability benefits for police and firefighting personnel, as originally authorized under Section 66.191 of the Wisconsin statutes. The recommended 2006 budget of $2,820, a decrease of $6,340 or 69.2% below the 2005 originally adopted budget of $9,160. In 2005 monies were budgeted for death benefits paid to spouses of two deceased firefighters. In 2006, only one spouse will be receiving this payment. This budget is funded entirely by tax levy.

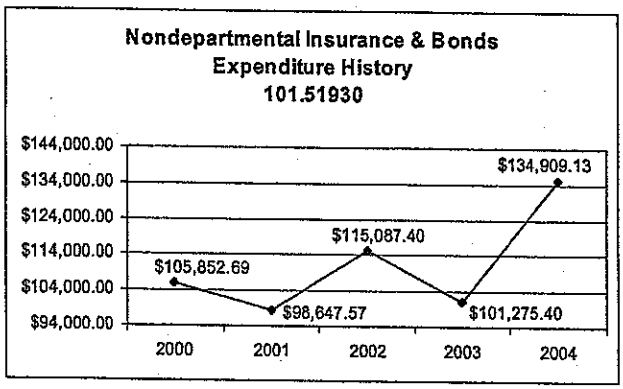


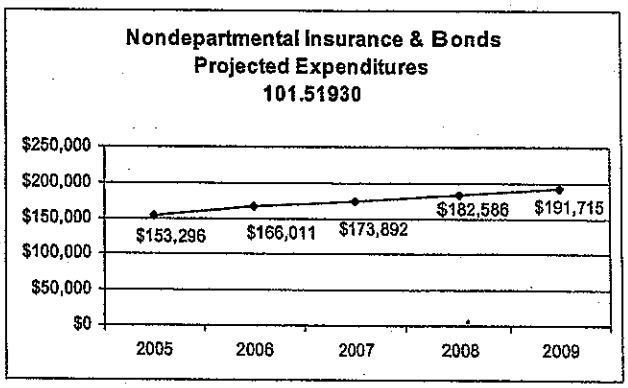


5) NON-DEPARTMENTAL INSURANCE AND BONDS (101-51930)

This account includes premiums on general, umbrella, professional and automobile liability insurance; fire, theft, general and comprehensive insurance; boiler insurance; volunteers' insurance, Sister City insurance, and employee bonds. The recommended 2006 budget is $166,011, an increase of $17,095 or 11.5% from the 2005 adopted budget of $148,916. This budget is funded entirely by tax levy.

The premiums for coverage at the Airport, Wastewater Utility, Library, Vehicles/Equipment Internal Service Fund, Emergency Medical Service Fund, and the Fairgrounds Commission are not included here, but instead, are included with their respective budgets.





6) OTHER FINANCING USES (101-59000)

The 2006 budget reflects no appropriations in this budget.

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CONTINGENCY						
PROJECT						
PERSONAL SERVICES		10,000.00		30,000.00	30,000.00	
GRANTS CONTRIB INDEMNITIES		29,402.00		100,000.00	100,000.00	
TOTALS: PROJECT		39,402.00		130,000.00	130,000.00	
TOTALS: CONTINGENCY		39,402.00		130,000.00	130,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TAX REFUNDS/UNCOLLECT. ACCTS						
PROJECT						
CONTRACTUAL SERVICES	1,454.59	26,750.00	1,000.00	1,500.00	1,500.00	
SUPPLIES AND EXPENSES		155,898.00	181,000.00	4,000.00	4,000.00	
GRANTS CONTRIB INDEMNITIES	14,996.13	15,000.00	15,000.00	16,500.00	16,500.00	
TOTALS: PROJECT	16,450.72	197,648.00	197,000.00	22,000.00	22,000.00	
TOTALS: TAX REFUNDS/UNCOLLECT. A	16,450.72	197,648.00	197,000.00	22,000.00	22,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
JUDGMENTS AND LOSSES						
PROJECT						
GRANTS CONTRIB INDEMNITIES	9,159.48	3,360.00	3,350.00	2,820.00	2,820.00	
TOTALS: PROJECT	9,159.48	3,360.00	3,350.00	2,820.00	2,820.00	
TOTALS: JUDGMENTS AND LOSSES	9,159.48	3,360.00	3,350.00	2,820.00	2,820.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
NONDEPTMENTAL INSUR & BONDS						
PROJECT						
FIXED CHARGES	134,909.13	148,916.00	153,296.00	165,611.00	166,011.00	
TOTALS: PROJECT	134,909.13	148,916.00	153,296.00	165,611.00	166,011.00	
TOTALS: NONDEPTMENTAL INSUR & BO	134,909.13	148,916.00	153,296.00	165,611.00	166,011.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	85,000.00	352,000.00	352,000.00			
TOTALS: PROJECT	85,000.00	352,000.00	352,000.00			
TOTALS: OTHER FINANCING USES	85,000.00	352,000.00	352,000.00			
TOTALS: GENERAL FUND	17,847,773.63	19,174,278.00	18,788,531.00	19,373,017.00	19,159,017.00	

POLICE DEPARTMENT
(LAW ENFORCEMENT,
ORDINANCE ENFORCEMENT,
SCHOOL CROSSING GUARDS, DISPATCH CENTER)
101-52110/52130/52140/52601

MISSION STATEMENTS:

Law Enforcement: The Marshfield Police Department, is a professional law enforcement organization committed to providing the community the most modern and efficient crime prevention and detection services possible. The Police Department provides these services while maintaining law and order, promoting police community relations, and protecting civil rights and human dignity.

Ordinance Enforcement: The mission of the Ordinance Enforcement Division is to provide the citizens of Marshfield with an efficient, effective, and humane manner of monitoring and controlling animals. Additionally, ordinance personnel provide an equitable system for enforcement of vehicle parking and other miscellaneous Municipal Code violations.

School Crossing Guards: The School Crossing Guard Program provides maximum safety to school age children who are enroute or departing the school areas. Crossing guards provide protection and safety for students as they cross at hazardous intersections. Crossing guards are empowered to stop traffic and report violators so that proper enforcement can be administered. The School Crossing Guard program allows for an early interaction between a friendly law enforcement authority and the young impressionable school-age children.

Dispatch Center: The Marshfield Central Dispatch's mission is to offer optimal police, fire and rescue emergency and non-emergency dispatch services to the citizens of Marshfield, surrounding townships, and other agencies. This center will continually strive to improve progressive communication systems. We will identify community needs and resolve communication problems, thereby ensuring timeliness of responding units and accuracy of the information received and disseminated.

SERVICES AND WORK PROGRAMS:

Law Enforcement:

1. Organization

   A. Maintain an effective organizational structure by adopting modern law enforcement principles. Formulate and continuously update department policies which establish standards for the provision of services.

   B. Separate organization components into Police Operations (uniform patrol, investigative personnel, police school liaison officers, and crime prevention/traffic safety officer) and Staff Services (secretarial/central records).

2. Police Operations

   A. The uniform patrol division is the primary police function practicing concepts of positive community contact and investigative activity. Patrol officers respond to a

variety of calls for service 24 hours per day, 365 days per year.

1. Allocate officers and resources to protect the community from violations of federal, state and local laws and apprehending violators.
2. Provide officers with leadership and participation opportunities so as to promote a strong police-community partnership.
3. Identify specific areas of the city to include schools, business districts and intersections with high accident or incident rates in order to direct selective prevention or enforcement techniques, thereby creating a safer environment.

B. The investigative division employs modern crime prevention techniques and conducts in-depth investigations into serious criminal activities. They further provide resources through the police school liaison and traffic safety/crime prevention programs to promote positive interaction between the community youth and their police.

1. Conduct comprehensive and fair investigations into criminal activity to protect individual civil rights and identify, arrest, and pursue prosecution of criminal perpetrators.
2. Share information and resources with neighboring communities to affect a regional effort in crime reduction and increased prosecution of transient criminals.
3. Encourage and promote citizen involvement in volunteer crime prevention programs and education to address and accommodate community needs.
4. Participate in student education and preventative activities by involvement in traffic safety/crime prevention and police school liaison programs.

3. Staff Services

A. Maintain an information storage and retrieval system with the speed and accuracy necessary to meet the community demands.
B. Provide computer assistance to pinpoint areas of unusual or high criminal activity that may need selective enforcement.
C. Provide resources for retrieval of records as required by the "Freedom of Information" act.
D. Provide documents to courts, prosecutors, and other agencies for investigative or prosecution needs.
E. Continue partnership with Wood County law enforcement agencies for the sharing of information.

4. Training

A. Provide a minimum of 50 hours of quality training to each officer in order to be an effective community resource and an efficient police service.
B. Promote employee professional growth by supporting the individual pursuits of college level programs.
C. Identify future leaders and provide those employees with quality leadership training and educational opportunities.

<u>Ordinance Enforcement:</u>

1. Organization

A. Maintain animal control issues and parking issues within city limits.
B. Continual update department policy and procedures.

C. Cooperate with city departments such as building services, city garage, weed commissioner, public works in handling day-to-day operations.
D. Cooperate with North Wood County Humane Society and Marathon County Humane Society, to include Pet Net program and Buyers Guide ads for North Wood County Humane Society.

2. Operations

A. Ordinance personnel monitor and investigate matters of health, licensing, and humane concerns of the animal population. Inspect premises at request of homeowners for housing more than two animals of same species.
B. Monitor and enforce all municipal parking regulations and restrictions.
C. Monitor and enforce designated municipal ordinances relating to garbage complaints, abandoned vehicles, and the removal and depositing of snow.
D. Provide citizen assistance through the inspection of archery ranges and approval of permits.

3. Public Awareness/Education

A. Participate in student and community education of animal awareness for protection and safety.
B. Participate in public awareness (Pet Net–strays) (Plain Talk articles).

4. Training

A. Provide personnel training to enhance employee knowledge and job performance. Provide humane officer training for certification as state law mandates.
B. Provide 16 hours of inservice training to maintain humane officer certification.
C. Maintain drug inventory and follow state and federal mandates. Includes unannounced inventory control with supervisor.
D. Provide employee appraisal system to identify performance strengths and weaknesses.

School Crossing Guard Program:

To fulfill the school crossing guard mission, we are committed to the following services:

1. Serve the community by providing students with safety at designated school crossings.
2. Provide adequate training for school crossing guards.
3. Furnish necessary safety equipment (reflective vests, stop signs, safety cones) to alert motorists of the presence of school children.

Dispatch Center:

1. Planning

A. Provide 24 hour emergency and non-emergency communications systems for police, fire, and rescue services to the City of Marshfield. Fire and rescue service extends to 3 villages and 6 townships in Wood County. This dispatch service covers in excess of 179 square miles and a population of over 27,000.
B. Maintain communication with other governmental agencies. Activate emergency management warning alerts for Marshfield and surrounding townships. .
C. Maintain Enhanced 911 for fast identification of 911 callers.
D. Develop and maintain comprehensive guidelines for effective communications planning.
E. Evaluate the department's communications to provide the best service and

protection possible within current budget constraints.

2. Organization/Staffing

   A. Staff and schedule personnel to be available for receipt of complaints and requests for information.
   B. Ensure the highest level of performance by maintaining one certified dispatcher on duty 24 hours a day or two certified dispatchers during peak hours, 365 days a year.

3. Information System Retrieval

   A. Maintain an efficient information entry, storage and retrieval system with the speed and accuracy necessary to meet the informational and protective needs of the community.
   B. Maintain and continuously update a fully-computerized "Standard Operating Procedures" manual that provides proper guidance to dispatch personnel.

4. Training

   A. Promote and support the employees' individual professional growth through encouragement and appreciation of new ideas, innovation, and expanded training.
   B. Strive for leadership excellence by exploring new dispatch fields of learning.
   C. Improve upon the formal recruit dispatcher training program.
   D. Conduct employee appraisals to identify performance strengths and weaknesses.
   E. Provide T.I.M.E. I and T.I.M.E. II schools for new hires as mandated by the Crime Information Bureau.
   F. Provide annual T.I.M.E. recertification/validation and 16 hours of in-service training to all dispatchers.

COST SAVING MEASURES

The Marshfield Police Department continuously reviews costs, spending and revenue. This document outlines many of the cost saving actions since the mid 1990's.

Personnel costs make up 93% of the five budgets and the first logical place to look for significant savings was in this area. On an ongoing basis, the Police and Fire Commission as well as all of PD staff, review how the department operates and look for possible changes or additions to provide the necessary or desired services while minimizing the impact to the budgets.

Further, they look closely at every expense for the building maintenance, operations and equipment. The below paragraphs will attempt to show what changes have been made to assist the City of Marshfield's endeavor to reduce taxes but while maintaining a consistent level of Emergency service and provide a safe community for the citizens.

* Indicate items where they anticipate cost savings however with variables beyond their control they are unable to put a dollar amount on them

PERSONNEL

Some of the personnel changes are difficult to quantify and put a dollar amount on. However, they can document continuing, significant savings in this area as a result of the sworn staff restructuring that started in 1995 and was completed by 1998. They have, and will continue to look for

innovative staffing approaches and the assignment of our personnel with the goal of efficient service to the taxpayers.

- 1996 Restructuring and patrol shift changes eliminated three management positions that were replaced as patrol officers (reduced salary and benefits). (Annual savings since 1997) **$60,000 -$90,000**

- Additional patrol officers, due to restructuring, combined with the associated 12 hour work schedule has resulted in reduced overtime. In reviewing our records, we found the following actual overtime hours expended each year. There are clear and convincing cost savings as a direct result of the personnel restructuring combined with a constant review of staffing. The actual overtime hours in 1995 was 4,401 hours. In 1996 we spent 4,938.75 hours. In 1997 the total overtime hours was lowered to 3444.25 due to the restructuring as approved by the Police and Fire Commission and the Common Council. In 1998 we put in 3235.5 hours as overtime. In 1999 we needed 3654.25 hours. In 2000 we again decreased to 3140.75 hours. In 2001 we needed a total of 3293.25 hours for overtime. In 2002 we used only 2800 hours for overtime. During 2003 we expended 3296 hours and in 2004 we used 2814 hours of overtime. For 2005, we ar on pace to use 3200 hours. As you can see, from 1995 thru 2003 we have cut overtime by approximately 1000 to 2100 hours each year, depending on the year. 2000 hours per year at the overtime rate, including benefits, amounts to approximately $60,000 saved each year, just in Patrol overtime. (Annual savings since 1997) **$40,000 -$60,000**

- 1997 Middle School Liaison Officer implemented. The actual cost savings from patrol officers not being required to respond to Junior High. The 'Community' around Junior High is provided with dedicated crime prevention service. This position was created from existing staff. (Annual) **$2,000**

- October, 2001 the Dispatchers changed to twelve-hour shifts which resulted in an estimated reduction in overtime costs. (Annual) $**3,500**

- Employee training is usually done 'on-duty' causing a reduction in overtime. We also believe in the "Train the Trainer" programs (DAAT, Firearms, EVOC, etc). By using our staff as trainers we save money by not having to 'send' employees away for all schooling. (Annual) **$2,000 - $2500**

- Employees are trained in management and supervision which educates our staff in management principals thereby eliminating costs associated with grievances, attorneys fees, litigation and employee discipline. (Annual) $**20,000**

- Personnel develop/maintain the Police Range facilities, not using outside sources. (Annual) $**3,000**

- Personnel do the 'tear down' process when a squad changeover takes place and assist with radio and light bar equipment installation. (Annual) **$1450 - $2000**

- Use of MEG participants for in-town drug purchases, reduced OT as these funds are reimbursed through the MEG Grant. (Yearly) **$8,000**

- Part-time summer employees for Park Patrol and Clerical are used to supplement our summer assignments (park patrol, Dairyfest activities, storm watches, microfilming, shredding documents) without taking away our full time personnel from their regular work duties. (Yearly) **$1000 - $2000**

- Auxiliary Police perform volunteer non-sworn functions for 2,000 – 3,000 hours each year.

(Annual) **$60,000 - $90,000**

BUILDING

It has been three years (start of 2001) since we have taken over our building budget. Some of the things we have done are:

- Building temperature is increased during the summer time. (Annual) **$500**
- Building temperature is decreased during the wintertime. (Annual) **$500**
- Boiler is shut down during the summer. (Annual) **$500**
- We use our own equipment and personnel in clearing the squad parking lot during the winter snow removal months. (Annual) **$1000**
- Light bulbs have been changed to a more efficient fixture and lights are turned off consistently. (Annual) **$500**
- **2004 Replacement of the Water Heater with a smaller and much more energy efficient unit.

OPERATIONS

- Use of police department vehicles for travel to schools/conferences/training (mileage reimbursement saved) (Annual) **$1,000**
- Purchase supplies when items are on sale (batteries, film, printer ribbons, etc). (Annual) **$500**
- *Continued offering of the Citizen Academy Program (department support increases with some applying for the Auxiliary Police program and a possible donation source).
- Increased fees in recent years (for police supervision/2002, parking tickets fines/2001, parking permits/2001, and dispatch contracts/2001 for both the rural fire departments and the Marshfield Electric and Water Department). (Annual) **$8,000 - $9,000**
- Pursue Grant monies and equipment available by the State or Federal Governments i.e.: Ballistic Vests and traffic enforcement. (Annual) **$1,000**
- Pursue seizure of vehicles and monies from drug cases. (Annual) **$3,000**
- Continuous solicitation and receipt of local grants that fund Officer Friendly supplies, Brewer baseball cards and Green Bay Packer football cards. (Annual) **$2,500**
- City Information Systems replaced our (purchased 2002) digital photo copier unit. Replaced with a leased digital copier/scanner/printer unit which is under their budget and will result in the saving of cost for microfilming documents.
- Change to City's IP Cisco telephone system in May 2003. (Annual) **$6,000**

EQUIPMENT

- Digital camera use in the field - savings in film development. (Annual) **$500**
- Digital camera use for mug shots - savings in film development (Annual) **$1,200**
- V6 Front-wheel drive squad purchases with an estimated decrease in yearly gas charges due to increased miles per gallon (Annual) **$3,000**
- Purchase of scaled down squads. (Annual total since 2000) **$5,000 - $6,000**
- Continued annual lease of a motorcycle from Harley Davidson each summer for a minimal charge. (Annual) **$1,450**
- *Constant use of Speed Monitor Trailer to augment speed enforcement and education.
  - 2004 Renegotiated squad and Manager Cell phone contracts. (Annual) **$500-$1000**
- *Rotate used squads into other department non-emergency programs (Officer Friendly, Canine program, and Police School Liaison positions) and continue operating those units to 100,000 miles.
- 2003 change from 3,000 mile oil change intervals to 4,000 mile intervals. (Annual) **$600.**
- 2004 Negotiated lower oil change costs down to $13.00 per change. (Annual) **$450.**
- 2004 Negotiated lower labor rate for auto mechanic work on vehicles from $48 per hour down to $32 per hour. (Annual) **$4,000**
- 2002 Digital call check software installation in Dispatch means a large cost saving on the maintenance contract of current equipment. (Annual) **$6,000**
- 2002 Installation of Forms Tool software allows us to print out forms as they are filled out rather than ordering in bulk through a printing company. (Annual) **$600**
- 2001 Purchase partnership and coordination of the Police Records and Cad system with Wood County. **$100,000**

The estimated annual savings since the mid to late 1990's, through effective leadership and good fiscal management, is between $250,000 and $350,000. This has been accomplished through organizational restructuring, newly designed shifts and hours, contract negotiations, quality training, an effective hiring process, accountable staff, improved technologies and scrutinizing eyes on all expenditures. Further, this has been accomplished with no noticeable decrease in service to the community.

Finally, I would like to point out that in emergency services, we must budget for future unknown events and issues based on our history as it relates to providing safety in the community. These budgeted amounts are estimates and are done eighteen months in advance of the time the expenditures will begin. Frugality, almost to a fault, is practiced on a daily basis.

All amounts over the actual costs of providing the community their demanded services, meeting Federal, State and local Law and court requirements are ultimately returned to the City General fund at the end of each year.

Below are the amounts of unexpended funds returned to the general fund from the four budgets under control of the Police Management staff. When we consider that the total of the four budgets is approximately $4,000,000 annually, we see that our final expenditures end each year with a margin of approximately 1 to 1 ½% of the initially budgeted amount. All monies unexpended are due to responsible fiscal decisions involving every member of this Department under the direction of the Police and Fire Commission, City Administration and the Common Council. See the unexpended amounts listed below, which have been obtained from each years annual report. These numbers are derived from internal, pre-closing accounting documents.

1997	$60,822
1998	$56,523
1999	$8,144
2000	$73,488
2001	$45,355
2002	$50,200
2003	$62,331
2004	$66,831

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budgets for the areas listed above (Law Enforcement, Ordinance Enforcement, School Crossing Guards, and Dispatch Center) total $4,200,492 a decrease of $99,181 or 2.3% below the 2005 combined budgets of $4,299,673. The majority of this decrease is due to the dispatch center being budgeted for only nine months with the anticipation that the service will be transferred to Wood County on October 1, 2006. This reduction is offset by increases in other areas such as personal service costs, utility costs, and routine operation and maintenance costs.

Contractual services has gone up due to maintenance of portable radios ($700), in squad video repair ($500), utilities ($3,429) and taser repair ($250). Supplies and expenses has gone up due to training costs, annual recertification costs, and gasoline. All other expenditures are typical for these activities.

Recommended 2006 capital outlay in these budgets include the following:

Three squad cars	$ 69,882
One Two-finger Fast ID fingerprint unit	2,063
One Digital Video Recording System	2,000
TOTAL	$ 73,945

The Ordinance Enforcement, School Crossing Guards and Dispatch Center 2006 budgets include no requests for capital outlay.

SCHEDULE OF DEPARTMENT EXPENDITURES:

Cost Category	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Law Enforcement	$3,564,457	$3,629,906	$3,665,346	$3,741,198
Ordinance Enforcement	121,122	128,989	128,966	128,153
School Crossing Guards	50,477	59,711	59,529	59,655
Dispatch Center	439,022	481,067	433,888	271,486
Total	$4,175,078	$4,299,673	$4,287,729	$4,200,492

These budgets are funded by tax levy, state grants, charges for services, sale of equipment and donations. The School Crossing Guards are funded entirely by tax levy.

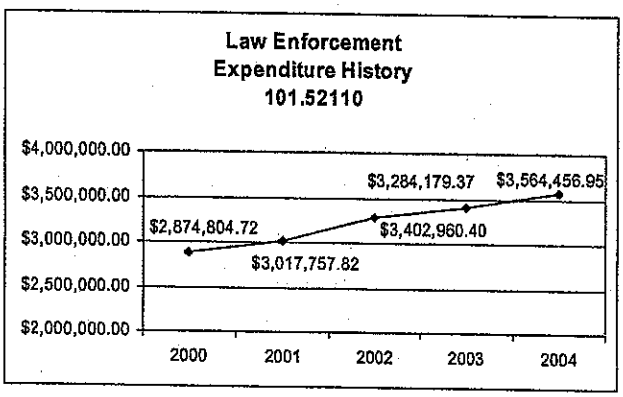
The Common Council has agreed to a county-wide Central Dispatch Service for the entire Wood County. This process is ongoing. If the concept is approved, the earliest implementation would be October 2006. The Committee, appointed by the Common Council to participate in this study, has pledged support to pay one-third of the start-up costs, capped at $333,333. The recommended 2006 budget does not include any appropriation for these start-up costs. The recommended budget also assumes that if a Central Dispatch Service were to be implemented, it would occur in October 2006. To pay for these start-up costs, the city has the option to do so with Wood County borrowing the entire start-up costs and billing the city for their share. At this point, it is the intention of Wood County to borrow for these costs in 2006. The city's share would be estimated at $9,000. This has not been included in the 2006 budget. If the service is not transferred to Wood County in 2006 an estimated additional $209,000 would be needed to continue to provide this service locally for the balance of 2006.

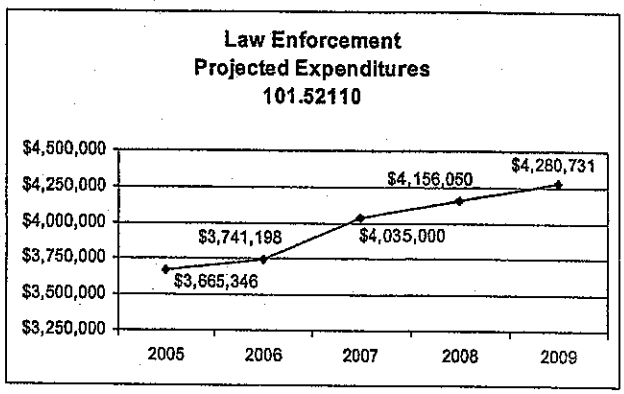
DEPARTMENT STAFFING (FTE):

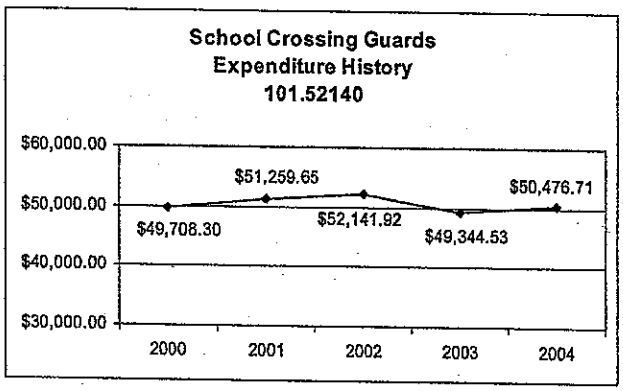
Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Police Chief	D/6/3	1.0	1.0
Police Lieutenant	C/5/2	2.0	2.0
Police Sergeant	C/4/4	4.0	4.0
Staff Services Supervisor	C/4/3	1.0	1.0
Police Detective	MPPA	3.0	3.0
Police Technician	MPPA	1.0	1.0
School Liaison Officer	MPPA	2.0	2.0
Police Officer	MPPA	25.0	25.0
Dispatcher	MDOEOA	8.0	8.0
Ordinance Enforcement Officer	MDOEOA	2.0	2.0
Secretary to the Police Chief	B/2/3	1.0	1.0
Secretary	AFSCME	3.0	3.0
Total		53.0	53.0

MPPA - Marshfield Professional Police Association
MDOEOA - Marshfield Dispatchers and Ordinance Enforcement Officers Association
AFSCME – American Federation of State, County, & Municipal Employees

GRAPHS:


Law Enforcement
Expenditure History
101.52110
$4,000,000.00
$3,500,000.00
$3,000,000.00
$2,500,000.00
$2,000,000.00
$2,874,804.72
$3,017,757.82
$3,402,960.40
$3,284,179.37
$3,564,456.95
2000
2001
2002
2003
2004


Law Enforcement
Projected Expenditures
101.52110
$4,500,000
$4,250,000
$4,000,000
$3,750,000
$3,500,000
$3,250,000
$3,665,346
$3,741,198
$4,035,000
$4,156,050
$4,280,731
2005
2006
2007
2008
2009


School Crossing Guards
Expenditure History
101.52140
$60,000.00
$50,000.00
$40,000.00
$30,000.00
$49,708.30
$51,259.65
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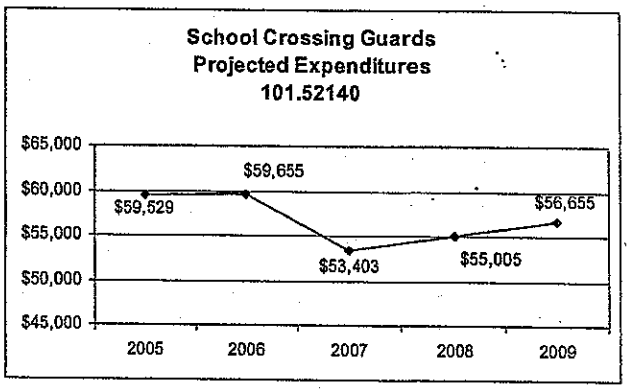
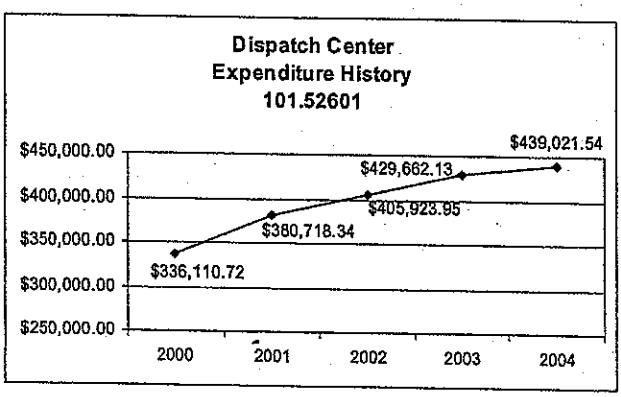
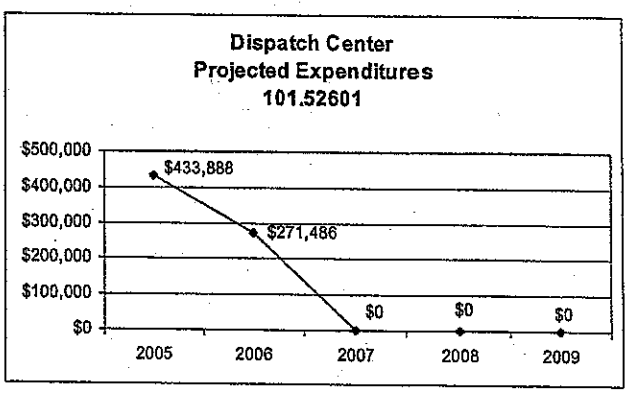
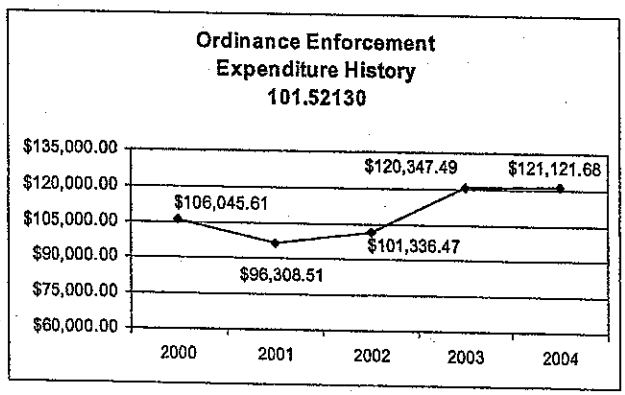
2000
2001
2002
2003
2004


School Crossing Guards
Projected Expenditures
101.52140
$65,000
$60,000
$55,000
$50,000
$45,000
$59,529
$59,655
$53,403
$55,005
$56,655
2005
2006
2007
2008
2009


Dispatch Center
Expenditure History
101.52601
$450,000.00
$400,000.00
$350,000.00
$300,000.00
$250,000.00
$336,110.72
$380,718.34
$405,923.95
$429,662.13
$439,021.54
2000
2001
2002
2003
2004


Dispatch Center
Projected Expenditures
101.52601
$500,000
$400,000
$300,000
$200,000
$100,000
$0
$433,888
$271,486
$0
$0
$0
2005
2006
2007
2008
2009


Ordinance Enforcement
Expenditure History
101.52130
$135,000.00
$120,000.00
$105,000.00
$90,000.00
$75,000.00
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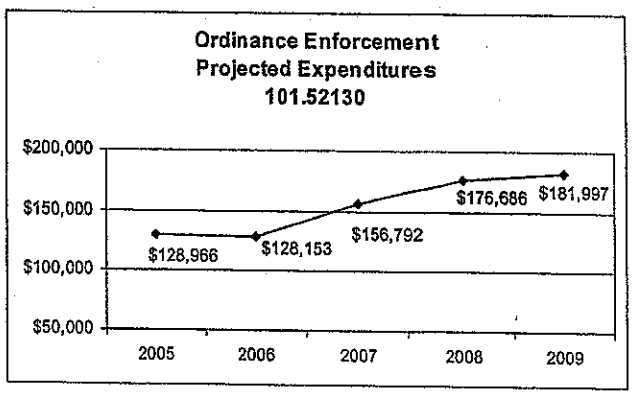
2000
2001
2002
2003
2004


Ordinance Enforcement
Projected Expenditures
101.52130
$200,000
$150,000
$100,000
$50,000
$128,966
$128,153
$156,792
$176,686
$181,997
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
LAW ENFORCEMENT						
PROJECT						
PERSONAL SERVICES	3,202,532.22	3,365,413.00	3,389,735.00	3,592,612.00	3,442,612.00	
CONTRACTUAL SERVICES	69,847.62	87,522.00	82,789.00	91,827.00	91,827.00	
SUPPLIES AND EXPENSES	170,401.61	97,711.00	113,478.00	133,014.00	131,014.00	
FIXED CHARGES	6,380.00	1,800.00	1,800.00	1,800.00	1,800.00	
DEBT SERVICE	92.71					
CAPITAL OUTLAY	115,202.79	77,460.00	77,544.00	71,945.00	73,945.00	
TOTALS: PROJECT	3,564,456.95	3,629,906.00	3,665,346.00	3,891,198.00	3,741,198.00	
TOTALS: LAW ENFORCEMENT	3,564,456.95	3,629,906.00	3,665,346.00	3,891,198.00	3,741,198.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ORDINANCE ENFORCEMENT						
PROJECT						
PERSONAL SERVICES	104,924.78	110,234.00	111,689.00	108,494.00	108,494.00	
CONTRACTUAL SERVICES	9,111.05	10,912.00	10,348.00	10,780.00	10,780.00	
SUPPLIES AND EXPENSES	7,085.85	7,843.00	6,929.00	8,879.00	8,879.00	
TOTALS: PROJECT	121,121.68	128,989.00	128,966.00	128,153.00	128,153.00	
TOTALS: ORDINANCE ENFORCEMENT	121,121.68	128,989.00	128,966.00	128,153.00	128,153.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
SCHOOL CROSSING GUARDS						
PROJECT						
PERSONAL SERVICES	49,866.73	58,803.00	58,803.00	58,518.00	58,518.00	
SUPPLIES AND EXPENSES	609.98	908.00	726.00	1,137.00	1,137.00	
TOTALS: PROJECT	50,476.71	59,711.00	59,529.00	59,655.00	59,655.00	
TOTALS: SCHOOL CROSSING GUARDS	50,476.71	59,711.00	59,529.00	59,655.00	59,655.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
DISPATCH CENTER						
PROJECT						
PERSONAL SERVICES	421,479.45	460,297.00	414,344.00	260,571.00	260,571.00	
CONTRACTUAL SERVICES	5,550.48	8,442.00	7,911.00	3,736.00	3,736.00	
SUPPLIES AND EXPENSES	5,891.61	5,554.00	4,859.00	3,525.00	3,525.00	
FIXED CHARGES	6,100.00	6,774.00	6,774.00	3,654.00	3,654.00	
TOTALS: PROJECT	439,021.54	481,067.00	433,888.00	271,486.00	271,486.00	
TOTALS: DISPATCH CENTER	439,021.54	481,067.00	433,888.00	271,486.00	271,486.00	

EMERGENCY MANAGEMENT
101-52910

MISSION:

Emergency Management coordinates preparedness and warning of potential disasters for the City of Marshfield. In the event of an emergency, Emergency Management will assist the Fire and Police Departments in obtaining the required resources to resolve the emergency. Emergency Management prepares for and coordinates all emergency functions under the command of the Police and Fire Departments to assist them in minimizing injuries and damage. Emergency management assists with stabilizing the area and repairing damage resulting from disasters caused by severe weather, hazardous material spills, fire, flood or any other natural or man-made disasters.

WORK PROGRAMS AND SERVICES

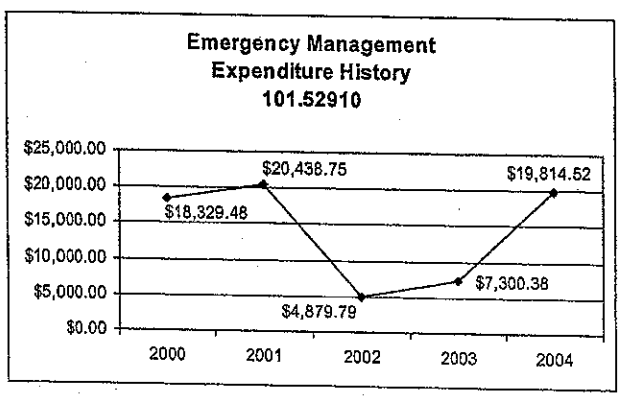
The Police and Fire Chiefs are responsible for the organization, administration, and operation of emergency government for the City of Marshfield. This responsibility entails the following tasks:

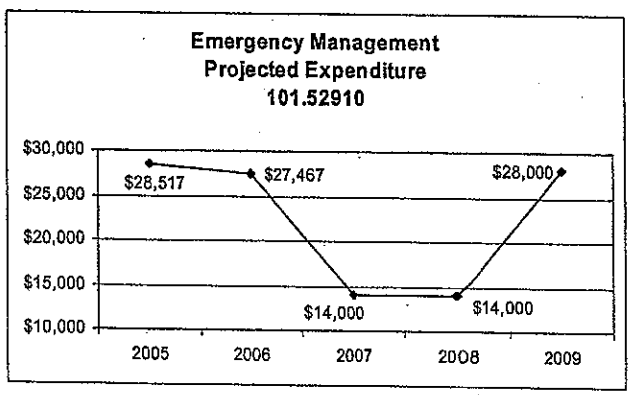
1) Maintain an updated plan for the emergency preparedness of the City of Marshfield;
2) Coordinate participation of the municipality in Emergency Management training programs and exercises as required;
3) Performing administrative duties necessary for the rendering of reports and procurement of federal funds;
4) Coordinate the activities of the City's Emergency Management Operation in the case of a "state of emergency" proclaimed by the Governor;
5) Attend training sessions when conducted by the State or County;
6) Be responsible for coordinating emergency efforts between the City and County Emergency Management;
7) Establish a maintenance and replacement program to keep the warning sirens operable, and develop and implement a visual internal inspection of each siren semi-annually.
8) Assist the Fire and Police Department to maintain a streamlined Emergency Operations Manual.

BUDGET COMMENTS:

The recommended 2006 budget for Emergency Management is $27,467; a decrease of $1,050 or 3.7% under the 2005 original budget of $28,517. The decrease can be attributed primarily to a decrease in capital outlay costs. Included in this budget is $14,000 for the purchase and installation of an emergency warning siren to replace the 1989 model at Palmetto/Doege (CIP Project EM-N-5502). Other expenditures are typical for this activity. This budget is supported entirely by tax levy.

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
EMERGENCY MANAGEMENT						
PROJECT						
PERSONAL SERVICES	3,838.40	7,498.00	7,498.00	7,521.00	7,521.00	
CONTRACTUAL SERVICES	4,661.42	4,969.00	4,969.00	4,969.00	4,969.00	
SUPPLIES AND EXPENSES	64.70	450.00	450.00	977.00	977.00	
CAPITAL OUTLAY	11,250.00	15,600.00	15,600.00	15,400.00	14,000.00	
TOTALS: PROJECT	19,814.52	28,517.00	28,517.00	28,867.00	27,467.00	
TOTALS: EMERGENCY MANAGEMENT	19,814.52	28,517.00	28,517.00	28,867.00	27,467.00	

FIRE AND RESCUE DEPARTMENT
FIRE PROTECTION AND FIRE PREVENTION
101-52210/52250

FIRE PROTECTION (includes Hazardous Materials):

Mission Statement:

The mission of the Fire Protection and Hazardous Materials Division is to reduce the loss of lives, injuries, and property loss through aggressive intervention during emergencies. This mission is carried out through emergency response for the purpose of rescuing endangered persons, combatting and suppressing fires, and mitigating/intervening of hazardous materials releases. The mission of the Fire Protection and Hazardous Materials Division extends to all who live, work, visit or invest in the City of Marshfield and surrounding communities.

Services:

A. Fire and Rescue Services

The Fire Protection and Hazardous Materials Division provides those services that directly pertain to the rescue of endangered persons, and suppression of fires. Although in many instances we may not encounter fire, without the intervention of the department the situation may become progressively worse and deteriorate into an undesirable state resulting in injury, death, or property loss.

B. Training

This work program is the infrastructure of a number of work programs which translates to efficient and quality services to our customers. It is in this work program that education, skills, and abilities are taught, reinforced, and modernized to our existing workforce for the delivery of services to our customers. All training is designed to exceed minimum requirements prescribed by applicable standards. The training curriculum contains state-of-the-art methodologies, concepts and technology.

C. Hazardous Materials Response

This work program is designed to provide the city and Wood County with a select group of Fire Department individuals with specialized training in the area of hazardous materials. They are given the task to intervene, in the event of a release, during the manufacture, storage, use or transportation of hazardous materials in and through the areas in which we protect. This team's mission is to protect life and property; however, with the advent of hazardous materials and its world awareness, property has been redefined to mean more than buildings and structures, most importantly the environment.

D. Confined Space Rescue

This work program is designed for the protection of our personnel when providing rescue and emergency services in confined spaces. Their mission is to evaluate and expedite a rescue from an area of limited mobility, using the skills and equipment specifically procured for such an incident. This program coordinates with our Hazardous Materials Program so that all facets of emergency

response needs are met for the citizens and workers in the City of Marshfield. Hazardous materials/confined space rescue is becoming a required area for fire and rescue departments and the Marshfield Fire and Rescue Department has taken the lead in instituting a highly trained team.

FIRE PREVENTION:

Mission Statement:

The mission of the Fire Prevention Division is to educate the public in an effort to reduce fire related deaths and human suffering, as well as to minimize property loss due to fires. This mission is accomplished through fire prevention inspections of public and private buildings, underground or above ground petroleum storage facilities, review of building plans, streets, and subdivisions for the incorporation of fire safety planning; public education programs to promote fire safe behaviors; and fire investigations to identify existing or potential fire hazards associated with buildings or specific behaviors or events. The mission of the Fire Prevention Division extends to all that live, work, visit or invest in the City of Marshfield and surrounding communities.

Services:

A. Inspection/Code Development

Fire prevention and education is a community's first line of defense against the devastating effects of fire. Through aggressive code enforcement (inspection program), a minimum level of fire safety can be established to prevent the ignition of materials or to minimize the effects of fire and smoke should ignition occur. With our society and environment ever changing, fire prevention specialists continually evaluate the effectiveness of current codes and ordinances against the hazards that are almost continuously developed by our constantly changing technologies.

B. Fire Investigation

Fires in the home or workplace bring about severe emotional distress as well as an economic burden, however, in the aftermath of a fire, fire officials have a unique opportunity to study the ignition characteristics, behavior patterns of involved occupants, and materials that contribute to the propagation of a fire through a structure. Fire investigations assist in the development of codes and ordinances designed to limit the effects of fire and to prevent their occurrence. Information obtained is analyzed and incorporated into public education programs to raise the level of awareness of fire safety. Fire investigation also serves the purpose of identifying those persons who advance their purpose through the destructive use of fire, and to assist local police in the apprehension of such individuals.

C. Underground/Above Ground Storage Tank Inspections

The threat of disaster (physical or environmental) from underground petroleum storage tanks and abandoned storage tanks has been recognized at the federal and local levels. This work program provides trained fire service personnel to ensure that underground storage tanks are properly installed and removed, severely reducing the potential for physical or environmental disaster. Underground storage tank (U.S.T.) inspectors assist local citizens, business and industry in the installation or removal of underground tanks. This assistance is provided through the inspection of the installation/removal process to ensure that approved equipment and methods are utilized, thus reducing the potential for an accident or release.

COST SAVING MEASURES:

- Control of expenditures (Overtime)
  - The department has implemented a number of cost savings policies designed at reducing overtime and/or increasing productivity.
    - The first of these was the scheduling of training and other department activities in advance and then not allowing personnel to use vacation, paid holidays, or compensation time. This translates into cost savings because the department does not have to incur further costs sending additional personnel to training and back-filling the position, if needed. All of this would be done with overtime.
    - The second measure that the department has used was to implement a policy that requires fire fighters to come in on their assigned duty days of they are injured to complete assigned work or training. Again, this policy allows greater flexibility in completing objectives when personnel are injured and adds to the efficiency of the department in completing assignments.
    - The third cost savings initiative that impacts overtime was a policy that permits the department to prohibit personnel from taking vacation, paid holidays, compensation time when there are already two individuals off any given workday. By implementing this policy, it was estimated that this policy alone saved the department and city over $100,000 in one calendar year based on the number of people who had approved leave and those who selected vacation and paid holidays at the same time.
    - The last policy implemented was concerning the use of compensation time. Compensation time is permitted to be used only when it will not create overtime for the city. Several years ago the compensation time policy was further refined to require personnel who requested compensation time at the beginning of their shift to call the station to determine if any other personnel had called in sick, thus creating overtime. If someone had called in sick then the individual who requested compensation time would have to report to work to avoid overtime to the department.
    - The department continues to monitor the amount of sick leave utilization in the department and have provided feedback to the department staff concerning the importance of not having excessive sick leave utilization. Though these efforts the department has seen a fairly substantial reduction of sick leave utilization and cost.

- Department Structure
  - In the last few years the department has undergone a restructuring through the Fire and Police Commission. Through this process the position of fire lieutenant was eliminated. The collective bargaining law requires that department that have only one fire station are permitted only one rank below the rank of fire chief that can be non-represented. All other ranks must be unionized positions.
  - The department was experiencing severe pay/benefit compression between the positions of deputy chief and lieutenant as a result of common council action granting better compensation packages to union personnel than non-represented personnel. As a result, the Commission eliminated the position of lieutenant and created the position of deputy chief/shift commander. There is a small cost savings to the city and a larger benefit to the department as a result of the increased program control (efficiency). As a result of the restructuring there is now better accountability and productivity and this has performed more economically than when the position was designated as a union position.

- Increase Revenues
  - Concerning the issue of creating revenue, the department has taken a number of steps to reduce or recuperate the costs of services it provides. One of the first measures implemented was a policy to recover the cost of fluid spills at accident scenes. The cost of personnel and apparatus are calculated into an hourly rate and bill to the person(s) involved in the accident.

  - Recently the ambulance general fund account was transformed into an enterprise account, which resulted in all of the costs associated with the delivery of ambulance services transferred from the taxpayer to the users. This transfer has had a significant impact on the tax levy. Along with this effort has been the annual rate reviews to determine the appropriate rates for ambulance service in Central Wisconsin given the expenses incurred to provide this service.

  - Several years ago the Commission passed a policy that requires that any service that the department provides for a special event in the city, the event sponsor is billed at a standard rate. These events include the Central Wisconsin State Fair, Dairyfest, etc. This places the financial responsibilities on the sponsors of the event rather than the taxpayers.

  - The department has also implemented a fee schedule for various services that the department provides such as environmental impact reviews, sprinkler permits, etc. that benefit certain individuals and/or groups and places the financial responsibility with them.

  - The department has aggressively pursued grants and special programs to acquire specialized, costly equipment. The department recently received grants for protective clothing and apparatus totaling close to $250,000. The department has also engaged in performance contracts for the inspection of the installation and removal of under and above ground petroleum tanks as well as providing hazardous materials services where such program/services offered cost advantages.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budgets for the Fire and Rescue Department (Fire Protection and Fire Prevention) total $2,393,399, a decrease of $224,103 or 8.6% below the combined 2005 budgets of $2,617,502. The primary reason for this reduction is that the public fire protection charges were approved by the Common Council to be part of the water bill effective July 2005 ($331,295). This was offset by increases in personnel costs and supplies and expenses. In August of 2001, approval was given to move the Ambulance services portion of this department from the governmental fund to an enterprise fund. This was done in order to more accurately portray the true cost of the ambulance operations to outside observers. The Ambulance Services budget can now be found under Proprietary Fund 605.

This budget includes monies for a study to determine the need of a second fire station, CIP #FD-K-5800 ($22,000), the development of the training center, CIP #FD-K-5803 ($38,000); and an isolation transformer for the emergency generator ($1,160). All other expenditures are typical for this activity. These budgets are funded by tax levy, State Aids, fees, and services provided to local units of government. The Fire and Rescue Department staff had requested the replacement of Car #6 at a cost of $22,000. This was not recommended in the 2006 budget.

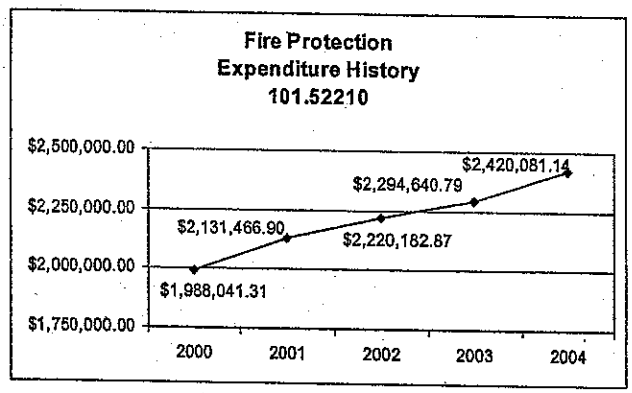
SCHEDULE OF DEPARTMENT EXPENDITURES:

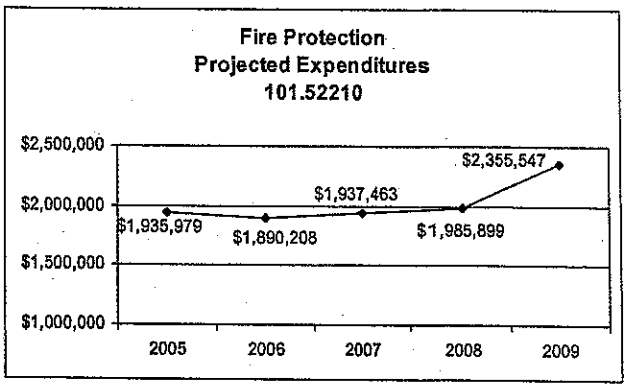
Cost Category	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Fire Protection	$2,420,081	$2,128,989	$1,935,979	$1,890,208
Fire Prevention	459,526	488,513	455,587	503,191
TOTAL	$2,879,607	$2,617,502	$2,391,566	$2,393,399

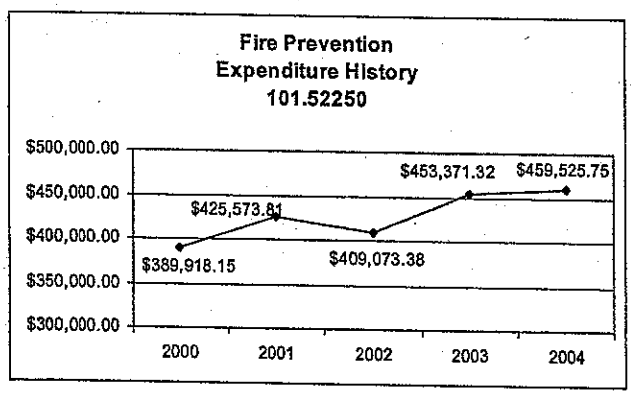
DEPARTMENT STAFFING (FTE):

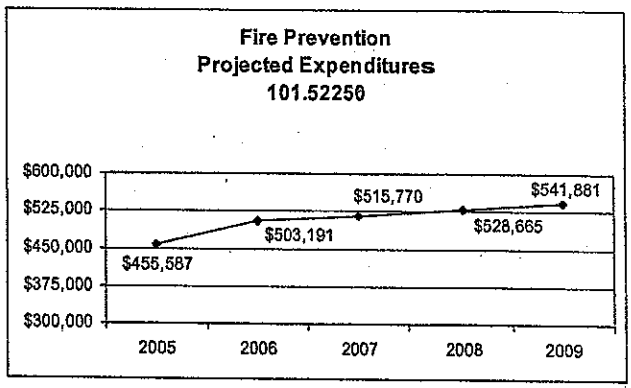
Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Fire Chief	D/6/3	1.0	1.0
Deputy Fire Chief	C/5/2	4.3	4.3
EMT/Firefighters	Local 1021 – IAFF	21.0	21.0
Secretary to Fire Chief	B/2/3	1.0	1.0
Total		27.3	27.3

GRAPHS:









CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FIRE PROTECTION						
PROJECT						
PERSONAL SERVICES	1,599,948.17	1,699,081.00	1,508,238.00	1,718,905.00	1,718,905.00	
CONTRACTUAL SERVICES	705,042.38	382,126.00	379,786.00	50,691.00	50,691.00	
SUPPLIES AND EXPENSES	36,150.23	41,582.00	41,755.00	59,452.00	59,452.00	
DEBT SERVICE	926.31					
CAPITAL OUTLAY	78,014.05	6,200.00	6,200.00	61,160.00	61,160.00	
TOTALS: PROJECT	2,420,081.14	2,128,989.00	1,935,979.00	1,890,208.00	1,890,208.00	
TOTALS: FIRE PROTECTION	2,420,081.14	2,128,989.00	1,935,979.00	1,890,208.00	1,890,208.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FIRE PREVENTION						
PROJECT						
PERSONAL SERVICES	442,956.09	471,241.00	439,374.00	483,328.00	483,328.00	
CONTRACTUAL SERVICES	7,555.83	8,240.00	7,181.00	8,088.00	8,088.00	
SUPPLIES AND EXPENSES	8,705.79	9,032.00	9,032.00	11,775.00	11,775.00	
DEBT SERVICE	308.04					
CAPITAL OUTLAY				22,000.00		
TOTALS: PROJECT	459,525.75	488,513.00	455,587.00	525,191.00	503,191.00	
TOTALS: FIRE PREVENTION	459,525.75	488,513.00	455,587.00	525,191.00	503,191.00	

DEPARTMENT OF PUBLIC WORKS
BLDG. SERVICES AND INSPECTION DIVISION
101-52410/52411

MISSION STATEMENT:

The Building Services and Inspection Division of the Department of Public Works conducts inspections of newly constructed and existing buildings and their component plumbing, mechanical, and electrical systems to ensure minimum standards to safeguard life, health, and public welfare. This is accomplished by regulation and control of the design, construction, quality of materials, use and/or occupancy, location, and maintenance of all buildings, structures, and related equipment throughout the city. The division provides information to the public regarding building standards and available land uses by zoning classifications and provides inspection services under various public nuisance ordinances to assure public health, safety, and welfare.

Additionally, the Building Services provides a safe and decent work place for employees and the public with custodial/maintenance and housekeeping service at the City Hall Plaza. This is accomplished with municipal employees and with private contractors. **PLEASE NOTE THAT THE BUDGETS FOR CUSTODIAL/MAINTENANCE/HOUSEKEEPING SERVICES ARE LOCATED IN OTHER SECTIONS OF THIS DOCUMENT, AS FOLLOWS:**

Building	Section
City Hall Plaza	Public Facilities
Civic Center Plaza	Public Facilities
Oak Ave. Community Center	Parks/Recreation/Education
Police Safety Bldg.	Public Safety/Law Enforcement
City Garage	Vehicle/Equipment Internal Service Fund

SERVICES AND WORK PROGRAMS

1. Assures building code, electrical code, and plumbing code compliance
   - A. Performs pre-construction review of plans for code compliance
   - B. Field inspects all phases of construction for code compliance
   - C. "Field investigates" to assure compliance with the permit requirement
   - D. Issues occupancy permits on all new construction and additions to existing buildings
   - E. Conducts reviews of codes and recommends changes as necessary
2. Assures building premises, occupancy, and maintenance code compliance
   - A. Investigates all complaints and conducts inspections
   - B. Prepares all necessary documentation including preparation of summons and complaints for court action
   - C. Conducts FMHA inspections and all necessary forms under this code

3. Assures various miscellaneous local code compliance

   A. Conducts investigation and inspections under various sections of the municipal code relating to miscellaneous nuisances, health, safety, and welfare
   B. Issues written orders for compliance
   C. Obtains court action when necessary to gain compliance
   D. Conducts periodic reviews of codes and recommend changes as necessary

4. Processes and maintains records of applications for permits and applications

   A. Collects fees for permits, certificates, and issues permits
   B. Reviews plat plans and preliminary project plans
   C. Reviews all building, plumbing, and electrical plans
   D. Issues all necessary written reports on permits, inspections, etc.

5. Assist Zoning Administrator in plan review to assure zoning code compliance

   A. Provides zoning code inspections and issues orders when necessary
   B. Provides inspection service relating to public complaints and takes appropriate action
   C. Assist Zoning Administrator on zoning change, conditional use, and non-conforming uses applications
   D. Assist in providing information for reports to the Zoning Board of Appeals

6. Provides janitorial, maintenance, and groundskeeping services at various municipal buildings through municipal employees

   A. Schedules and supervises custodial/housekeeping labor at various buildings
   B. Orders all custodial/housekeeping/maintenance supplies and equipment and dispenses them to various buildings and other departments
   C. Reviews and makes recommendations to the Board of Public Works on the status of various service contracts, staffing, and related subjects
   D. Schedules all preventive maintenance work on buildings and equipment
   E. Assists other departments on building maintenance functions

7. Administers outside service contracts for maintenance and janitorial services and prepares specifications for bidding maintenance and repair work

   A. Administers and review janitorial service contract and recommends changes as necessary
   B. Administers and reviews service contracts with various outside contractors
   C. Prepares bidding specifications and obtains prices for various maintenance and construction projects

COST SAVINGS MEASURES:

- Reduced one full time custodial position in 2002. Most of his duties at the Oak Avenue Community Center and the Senior Center were assumed by Parks & Recreation Department, his duties at City Hall Plaza were contracted out to our cleaning service at reduced costs.

- Reduced overtime budget in City Hall Plaza and Senior Center from approximately $2,500 to $1,100 since 2004.

- Implemented several Capital Improvement Projects which were safety and energy conservation issues. The three most recent were:
  - The elevator project – reduction is electrical usage and reduction in elevator service contract costs at approx. $5,000/year.
  - Senior Center lighting replacement is estimated to save 10% of electrical.
  - Conversion of exit lighting consumption in City Hall Plaza estimated to save $500+/year.

- 2006 Capital Improvement Projects eliminating the cooling tower and converting to a glycol cooled evaporator unit is anticipated to save $1,200+ per year in water, chemicals and electrical consumption and will allow better climate control earlier and later in the cooling season.

- Saved considerable amount in preparing Capital Improvement Project specifications rather than hiring design professionals. We estimate a savings of $15,000 for the elevator and generator project alone.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budget for the Building Services and Inspection Division (excluding building maintenance/custodial expenses found elsewhere) is $295,775, an increase of $6,361 or 2.2% above the combined 2005 budgets of $289,414.

The largest increases in these budgets are in the category of personal services costs. 80% of the cost of the plumbing inspector is shown here. The remaining 20% is shown in the Wastewater Utility Enterprise Fund 601. For the past several years, 20% of the cost of the plumbing inspector has been shown in the Wastewater Utility Enterprise Fund. The Marshfield Electric and Water Utility is paying 25% of the electrical inspection costs, or $18,850 in 2006. There are no capital outlay requests in 2006. All other expenditures are typical of this activity. Both of these budgets are funded by tax levy ($176,925), permit fees ($100,000) and the sharing of the electrical inspection costs ($18,850).

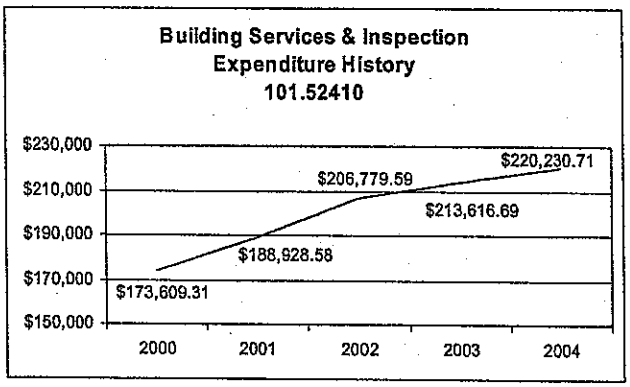
SCHEDULE OF EXPENDITURES:

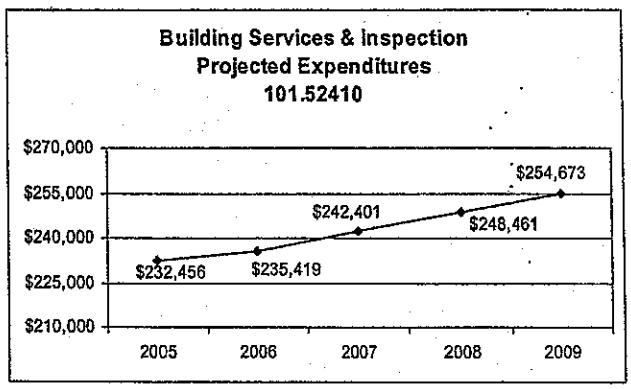
Cost Category	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Building Srvs & Inspection	$220,231	$229,959	$232,456	$235,419
Plumbing Inspector	53,147	59,455	59,484	60,356
Total	$273,378	$289,414	$291,940	$295,775

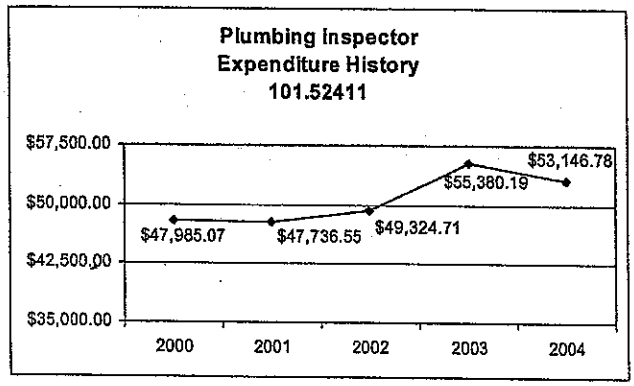
STAFFING (FTE):

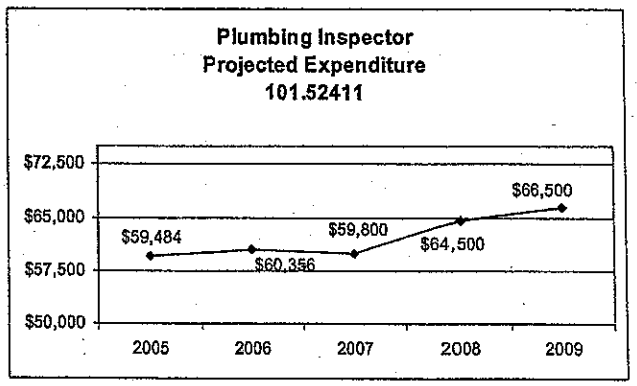
Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Bldg. Services Supervisor	C/4/4	1.0	1.0
Secretary	AFSCME	1.0	1.0
Plumbing Inspector	B/2/3	1.0	1.0
Electrical Inspector/ Asst. Bldg. Inspector	B/3/1	1.0	1.0
Total		4.0	4.0

GRAPHS:









CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
BLDG SERVICES & INSPECTION						
PROJECT						
PERSONAL SERVICES	202,174.92	211,175.00	214,625.00	215,869.00	215,869.00	
CONTRACTUAL SERVICES	9,262.12	9,700.00	9,650.00	9,500.00	9,500.00	
SUPPLIES AND EXPENSES	8,777.66	9,084.00	8,180.00	10,050.00	10,050.00	
DEBT SERVICE	16.01		1.00			
TOTALS: PROJECT	220,230.71	229,959.00	232,456.00	235,419.00	235,419.00	
TOTALS: BLDG SERVICES & INSPECTI	220,230.71	229,959.00	232,456.00	235,419.00	235,419.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PLUMBING INSPECTOR						
PROJECT						
PERSONAL SERVICES	50,899.38	57,074.00	57,074.00	57,946.00	57,946.00	
CONTRACTUAL SERVICES	155.47	190.00	160.00	160.00	160.00	
SUPPLIES AND EXPENSES	2,091.93	2,191.00	2,250.00	2,250.00	2,250.00	
TOTALS: PROJECT	53,146.78	59,455.00	59,484.00	60,356.00	60,356.00	
TOTALS: PLUMBING INSPECTOR	53,146.78	59,455.00	59,484.00	60,356.00	60,356.00	

DEPARTMENT OF PUBLIC WORKS
ADMINISTRATION/ENGINEERING
DIVISION
101-53110/53120

DEPARTMENT MISSION:

The Department of Public Works is responsible for the installation, maintenance, and operation of a broad range of infrastructure and facilities. This includes streets, traffic control, sanitary and storm sewers, greenways, vehicles/equipment, public buildings, parking lots, and the wastewater treatment facility. These duties are handled through four divisions: Building Services and Inspection; Engineering; Street; and Wastewater Treatment.

DEPARTMENT PROGRAMS AND SERVICES:

1. Building Services and Inspection Division Operations

   A. Enforcement of building, electrical, and plumbing codes and related record keeping
   B. Enforcement of weights/measures rules
   C. Enforcement of various Municipal Codes (nuisance, health or welfare)
   D. Maintenance of public buildings

2. Engineering Division Operations

   A. Design, coordination and supervision of public construction projects
   B. Provide city and other government agency support
   C. Review individual or large scale developments
   D. Maintain records

3. Street Division Operations

   A. Maintenance of streets - including asphalt/concrete construction; cleaning; snow removal; terrace trees; and traffic control
   B. Construction and maintenance of sanitary/storm sewers and greenways
   C. Maintain machinery and equipment
   D. Miscellaneous services, including holiday preparations, fairgrounds maintenance, weed commissioner, and recycling coordinator duties

4. Wastewater Treatment Operations

   A. Process wastewater - including laboratory operations, sludge management, and industrial monitoring
   B. Maintain facilities and infrastructure, including the treatment facility, lift stations, and collection system
   C. Identify and remove clearwater inflow/infiltration in the sanitary sewer system
   D. General administration - including training, data collection, and public relations

ENGINEERING DIVISION MISSION STATEMENT:

The Engineering Division of the Department of Public Works is responsible for the planning, budgeting, design, supervision, and coordination of all public construction and maintenance projects. These projects include street openings, traffic control, concrete paving, hot mix surfacing, sanitary sewers, greenways, storm sewers, street maintenance, sidewalks, parking lots, buildings, and

wastewater treatment plant construction. The division also provides information to the public regarding public land/structures, existing sanitary sewer, storm sewer, water mains, and their corresponding service laterals; street construction plans; aerial photographs with topographic information; and city plats/certified survey maps.

WORK PROGRAMS/SERVICES:

Services

1. Coordination of public construction projects
   a. Plan, design and supervise public construction
   b. Obtain easements as needed
   c. Submit sanitary sewer plans for DNR approval
   d. Conduct public information meetings for concrete paving projects
   e. Hold public hearings and complete assessment reports on assessable projects
   f. Approve consultant fees and contractor contracts
   g. Collect construction as-built information

2. Provide city and other government agency support
   a. Advise Mayor, Common Council, Boards, Commissions, Administrator and Departments
   b. Serve as contact for county, state and federal agencies
   c. Prepare grant requests
   d. Review and approve purchases after preparing technical specifications for equipment and materials
   e. Investigate citizen concerns relating to public works services and facilities

3. Review of individual or large scale developments
   a. Insure accordance with city ordinances and policies, state and federal regulations (possible traffic, storm water or utility conflicts)
   b. Set line and grade for culverts, sidewalks and driveways
   c. Review certified surveys and land subdivision plats for approval
   d. Review sanitary sewer and road plans for new subdivisions
   e. Process utility permits
   f. Obtain traffic counts as needed
   g. Conduct sidewalk repair inspections
   h. Inspect sanitary sewer/street construction by private developers

4. Maintain records
   a. Revise and update city master maps
   b. Update house numbers book
   c. Maintain a city bench mark system
   d. Maintain record of block corners
   e. Maintain utility and street construction plans
   f. Maintain various plat and survey information

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budget for the Department of Public Works totals $405,323, a decrease of $10,461 or 2.5% from the 2005 budget of $415,784. There are no capital outlay requests in 2006. All other expenditures are typical of this activity. These budgets are funded by tax levy and permit fees.

Cost saving measures recently implemented by the Pubic Works Administration and Engineering include the following:

COST SAVING MEASURES:

- Robotic total station continues to provide cost savings. This equipment was purchased in 2002 at a cost of $28,000. It has allowed the Engineering Division to reduce the size of the survey crew from 2 or 3 people to 1 or 2 people. The budget for engineering students has been reduced from $28,842 in 2001 to $5,740 in 2004.

- The Engineering Division continued the upgrade of traffic signal bulbs from incandescent to LED in 2005. The City received a grant of $25,680 from the Electric Utility to purchase 173 LED "WALK" and "DON'T WALK" lights.

  1. Electrical cost savings are anticipated at over $9,000 per year.

  2. Maintenance and supply cost reduction for changing incandescent bulbs on an annual basis is estimated at approximately $2,000 per year.

- Sanitary sewer lining has continued in 2005. This method of rehab has allowed the City to rehabilitate sanitary sewer mains without having to reconstruct the road surface. More than 8 miles of sanitary sewer will have been rehabilitated by lining through the year 2005. The estimated savings by this rehab method exceeds 4 million dollars (8 miles X 5280 ft/mile X $100 per foot for street reconstruction = $4,224,000).

- GIS and GPS Survey Equipment – purchase of the GPS equipment in 2004 has allowed for city staff to perform the data collection for the sanitary sewer layer of the GIS system. This has resulted in a cost savings as compared to outside consulting services for this project. We intend to continue building the GIS with city staff and will focus on the storm sewer layer next.

- Cell phone plan upgrade to the state plan. The cost savings for this change exceeds $600 dollars per year (reduction of base fee of $7.00 * 6 phones * 12 Months = $ 504.00 and a reduction in per minute costs from $0.10 to $0.09 per minute).

Special Assessments for Asphalt Paving – while not necessarily a cost savings measure, additional revenue will be generated in through special assessments for asphalt paving. At the recommendation of staff, Public Works Policy 5.200 was approved in May of 2004 for implementation on 2005 asphalt paving projects. Asphalt pavement on street and alley construction and reconstruction projects and mill-in-place asphalt replacement projects will be assessed. The estimated revenue from the 2005 construction projects is $65,000 to $70,000.

SCHEDULE OF PROGRAM EXPENDITURES:

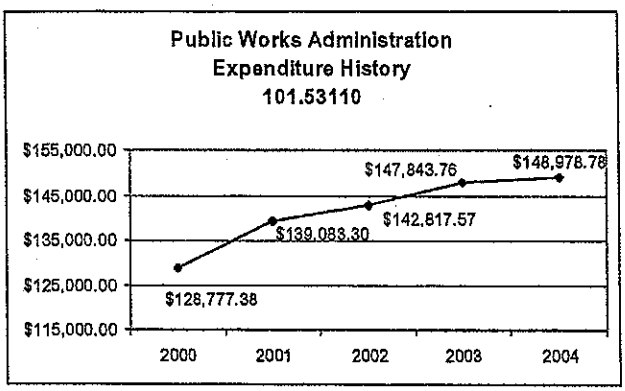
Cost Category	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
P.W. Administration	$148,979	$155,757	$158,041	$159,145
Engineering Administration	273,596	260,027	266,261	246,178
Total	$422,575	$415,784	$424,302	$405,323

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Director of Public Works	D/6/4	1.0	1.0
City Engineer	C/5/2	1.0	1.0
Assistant City Engineer	C/4/4	1.0	1.0
City Surveyor	C/4/3	1.0	1.0
Civil Engineer II	C/4/3	1.0	1.0
Civil Engineer I	C/4/1	1.0	1.0
Engineering Tech II	AFSCME	1.0	1.0
Secretary	AFSCME	1.0	1.0
Total		8.0	8.0

* A significant portion of Engineering Division staff salaries/benefits is allocated (i.e. charged) to specific project budgets. Only the residual salary and benefit costs are borne by these two budgets.

GRAPHS:


Public Works Administration
Expenditure History
101.53110
$155,000.00
$145,000.00
$135,000.00
$125,000.00
$115,000.00
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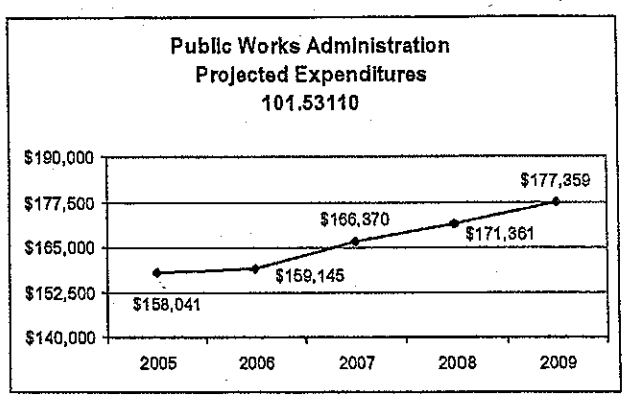
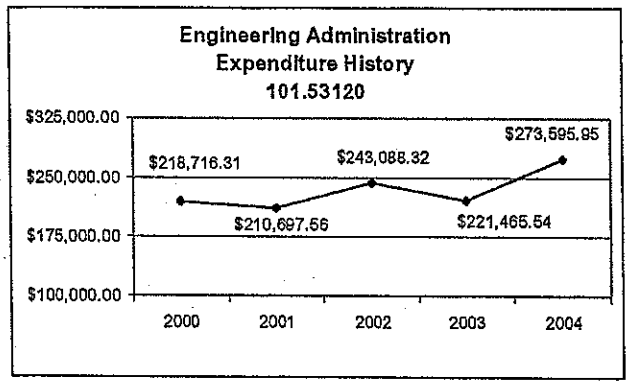
2000
2001
2002
2003
2004


Public Works Administration
Projected Expenditures
101.53110
$190,000
$177,500
$165,000
$152,500
$140,000
$158,041
$159,145
$166,870
$171,361
$177,359
2005
2006
2007
2008
2009


Engineering Administration
Expenditure History
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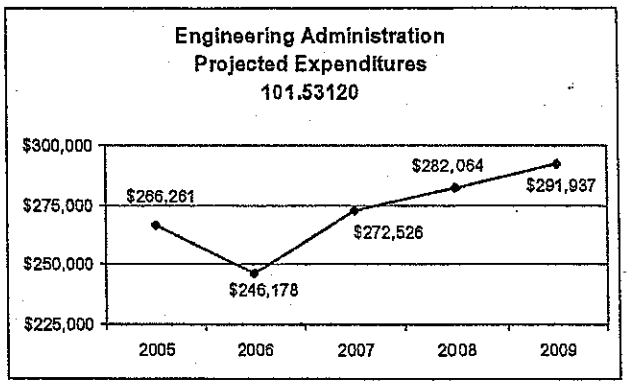
2000
2001
2002
2003
2004


Engineering Administration
Projected Expenditures
101.53120
$300,000
$275,000
$250,000
$225,000
$266,261
$246,178
$272,526
$282,064
$291,937
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PUBLIC WORKS ADMINISTRATION						
PROJECT						
PERSONAL SERVICES	145,166.11	152,664.00	154,672.00	155,994.00	155,994.00	
CONTRACTUAL SERVICES	201.46	300.00	200.00	216.00	216.00	
SUPPLIES AND EXPENSES	3,595.18	2,793.00	3,168.00	2,935.00	2,935.00	
DEBT SERVICE	16.03		1.00			
TOTALS: PROJECT	148,978.78	155,757.00	158,041.00	159,145.00	159,145.00	
TOTALS: PUBLIC WORKS ADMINISTRAT	148,978.78	155,757.00	158,041.00	159,145.00	159,145.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ENGINEERING ADMINISTRATION						
PROJECT						
PERSONAL SERVICES	249,753.29	236,846.00	242,817.00	239,505.00	224,677.00	
CONTRACTUAL SERVICES	1,847.99	4,780.00	4,700.00	1,672.00	1,672.00	
SUPPLIES AND EXPENSES	21,614.75	18,401.00	18,743.00	19,829.00	19,829.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	22.81		1.00			
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	357.11					
COST REALLOCATIONS						
TOTALS: PROJECT	273,595.95	260,027.00	266,261.00	261,006.00	246,178.00	
TOTALS: ENGINEERING ADMINISTRATI	273,595.95	260,027.00	266,261.00	261,006.00	246,178.00	

PUBLIC FACILITIES
PUBLIC WORKS/BLDG. SERVICES DIVISION
101-51620/51640
(INCLUDES CITY HALL PLAZA BUILDING AND CIVIC CENTER PLAZA BLDG.)

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budgets for the two facilities listed below total $296,394, a decrease of $4,124 or 1.4% from the 2005 budgets of $300,518. Below is a discussion of the budgets and work programs by facility:

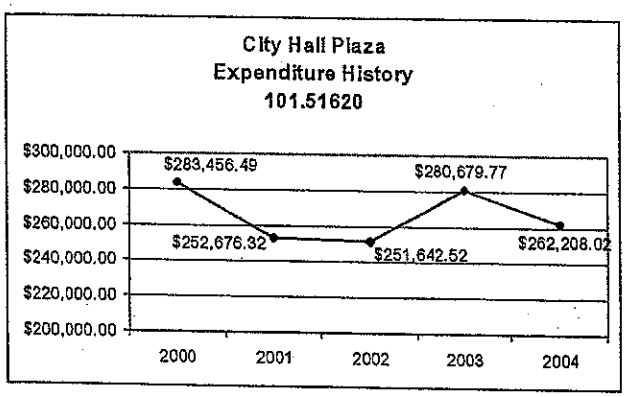
City Hall Plaza Building:

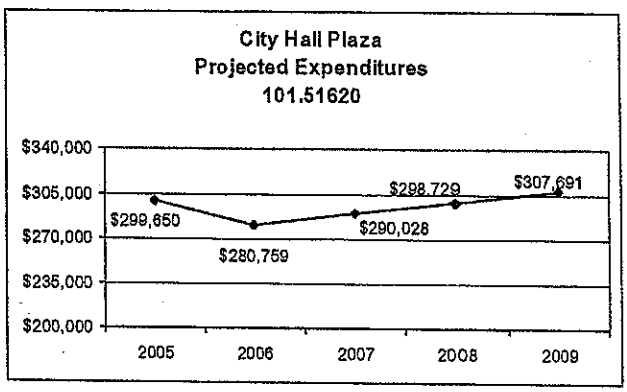
The recommended 2006 budget for the City Hall Plaza Building is $280,759, which reflects an increase of $11,010 or 4.1% from the 2005 budget of $269,749. This increase is primarily due to personnel and utility costs. There are no capital outlay requests in this budget. All other expenditures are typical for this activity.

It is important to note that the percentage of the City Hall Plaza budget financed by rental revenue from tenants has remained relatively stable since 1996. The chart below illustrates the relationship between total expenditures in the City Hall Plaza budget from 1996 through 2006 to rental receipts from tenants in the same time frame. The balance of this budget is funded entirely by tax levy ($29,381).

Year	Total Expend.	(less Capital Outlay)	Net Expend.	Rental Income	% of Net Exp. financed with rental income
1996	$249,146	($ -0-)	$249,146	$188,264	75.6%
1997	$377,468	($127,130)	$250,338	$191,700	76.6%
1998	$260,545	($ 12,450)	$248,095	$174,952	70.5%
2000	$360,926	($140,621)	$220,305	$181,441	82.4%
2001	$252,676	($ -0-)	$252,676	$201,622	79.8%
2003	$280,680	($ 25,000)	$255,680	$226,391	88.5%
2004	$262,208	($ -0-)	$262,208	$235,853	89.9%
2005*	$299,650	($ 16,000)	$283,650	$247,747	87.3%
2006**	$280,759	($ -0-)	$280,759	$273,880	97.5%

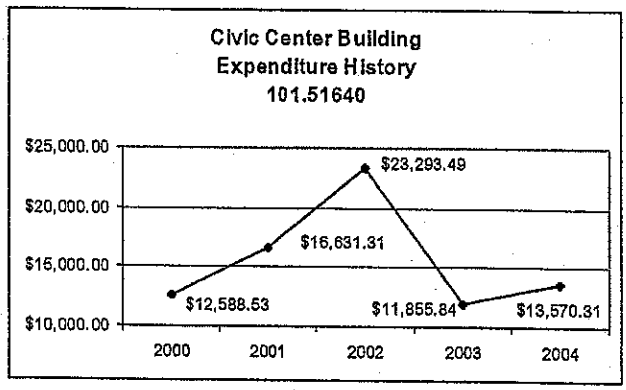
* Estimated 2005
** Projected 2006

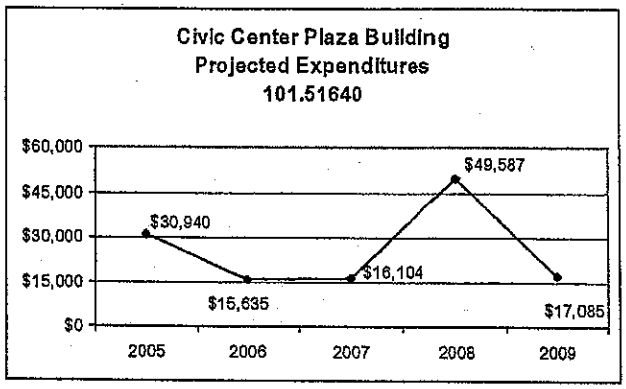




Civic Center Plaza Building:

The recommended 2006 budget for the Civic Center Plaza Building is $15,635, a decrease of $15,134 below the 2005 budget of $30,769. The decrease is primarily due to no capital outlay requests in this budget for 2006. All other expenditures are typical for this activity. This budget is funded by tax levy.





SCHEDULE OF EXPENDITURES:

Cost Center	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
City Hall Plaza	$262,208	$269,749	$299,650	$280,759
Civic Center Plaza	13,370	30,769	30,940	15,635
TOTAL	$275,778	$300,518	$330,590	$296,394

FUNCTION STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Custodian	AFSCME	2.0	2.0

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CITY HALL PLAZA						
PROJECT						
PERSONAL SERVICES	59,908.22	62,986.00	63,139.00	64,692.00	64,692.00	
CONTRACTUAL SERVICES	195,504.29	197,778.00	211,524.00	207,112.00	207,112.00	
SUPPLIES AND EXPENSES	6,695.98	8,325.00	8,325.00	8,325.00	8,325.00	
BUILDING MATERIALS	15.98	600.00	600.00	600.00	600.00	
FIXED CHARGES	37.19	60.00	60.00	30.00	30.00	
DEBT SERVICE	46.36		2.00			
CAPITAL OUTLAY			16,000.00			
TOTALS: PROJECT	262,208.02	269,749.00	299,650.00	280,759.00	280,759.00	
TOTALS: CITY HALL PLAZA	262,208.02	269,749.00	299,650.00	280,759.00	280,759.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CIVIC CENTER PLAZA BUILDING						
PROJECT						
CONTRACTUAL SERVICES	12,307.20	13,019.00	13,200.00	14,785.00	14,785.00	
SUPPLIES AND EXPENSES	1,263.11	750.00	740.00	850.00	850.00	
CAPITAL OUTLAY		17,000.00	17,000.00			
TOTALS: PROJECT	13,570.31	30,769.00	30,940.00	15,635.00	15,635.00	
TOTALS: CIVIC CENTER PLAZA BUILD	13,570.31	30,769.00	30,940.00	15,635.00	15,635.00	

STREET DIVISION
BUDGET SUMMARY

MISSION:

The mission of the Street Division of the Department of Public Works is to provide the best level of service to the citizens of Marshfield in all facets of our operation consistent with available resources and good business practices. We accomplish this by sustaining an environment of team-oriented management, comprehensive training, an open exchange of ideas, and a philosophy of continuous improvement.

WORK PROGRAMS:

A. Street Maintenance

1. Patching, cracksealing, and slagsealing/chipsealing of streets provide for the longest life possible for existing streets. This includes both asphalt and concrete surfaces.
2. The construction of new streets and the reconstruction of existing streets and alleys is a large part of our annual scheduled work.
3. Storm water ditching is a continual process to assure proper drainage in all areas, thus extending the life of our existing streets.
4. By sweeping streets, we eliminate dirt and dust and remove the everyday debris that occurs. This keeps the debris from entering the storm sewer system, which is a large concern of the WIDNR.
5. Maintain all publicly-owned alleys, sidewalks, and the mowing of city-owned property.

B. Sanitary and Storm Sewer Maintenance, Construction, and Reconstruction

1. To assure the public a healthy environment by maintaining and upgrading the sanitary and storm sewer systems.
2. By maintaining and upgrading our sanitary and storm sewer systems we minimize or eliminate sewer backups and basement flooding due to heavy rains.
3. By keeping storm sewer systems maintained, we greatly reduce street flooding and property damage.
4. The construction of new sewers and the reconstruction of existing sewers, both sanitary and storm, are done as part of our overall work programs.
5. The mowing of greenways is also part of the overall storm sewer maintenance program. Besides aesthetics, it is a very important component of the over proper functioning of the greenway system.
6. Detention basins are also a very important component of the storm water control system. These basins are mowed, cleared of debris, and reseeded as needed.

Snow Removal

1. In our snow removal operations, we mobilize our crews as quickly as possible to make sure our street systems and parking areas are open and remain open at all times. This includes all streets and alleys. Parking lots are contracted out.
2. Our deicing program provides ice free streets within hours of beginning the process.
3. By picking up the snow, we maintain the total available area of the streets and parking lots by not leaving snow banks or windrows. The removal of the plowed snow from curb lines also adds in storm water drainage by opening up storm water inlets. This eliminates infiltration into the sanitary sewer system thus reducing wastewater operation costs.

D. Forestry

1. Our forestry programs have achieved for the City of Marshfield the prestigious award of "Tree City USA" for the past twenty-three years and the "Tree City Growth" award twice.
2. The maintenance we achieve from our tree trimming and removal of diseased and declining trees has dramatically reduced property damage caused by falling limbs and trees during high winds.

E. Traffic

1. Staff makes, installs, and maintains all street and parking lots signs. They also make signs for other city departments and governmental units.
2. Centerlines, crosswalks, parking stalls, etc. are painted by the sign shop staff. Almost all of our street painting is done by the Street Division personnel.
3. The major portion of traffic light maintenance is done by the sign staff.
4. All detours and traffic control for Street Division projects are done in-house.

F. Machinery and Equipment Program

1. The largest portion of city-owned vehicles are maintained and serviced by our mechanics. These vehicles range from lawnmowers to backhoes and bulldozers.
2. Specifications are written and quotations let for budgeted equipment.
3. The fuel distribution center for city-owned vehicles is located at the Garage facility; those receiving fuel and fuel additives include the Street Division, Parks and Recreation Department, Building Services Division, Community Development Authority, Fire and Rescue Department, Police Department, Library, Wastewater Utility, Mid-State Technical College, Engineering Division, University Center, and Cemetery.
4. Rental rates are complied and then submitted to the Common Council for consideration.

G. Recycling

1. The duties of Recycling Coordinator are performed through the administrative staff of the Street Division.
2. The duties include working with private contractors through contracts on the collection of recyclable materials.
3. Works with and through public and private organizations to promote the public's understanding of all aspects of recycling.
4. The Recycling Coordinator confers with Wisconsin DNR officials to obtain a clear understanding of applicable laws and regulations, and prepares the annual grant applications for DNR recycling funds.

H. Parking Facilities

1. City-owned parking lots are maintained through the processes of cracksealing, slurry sealing, milling, and reconstruction.
2. All lots are kept free of snow and ice at all times on a contractual basis; sidewalks on the perimeter of city-owned lots are also maintained and kept free of snow and ice.
3. As part of regular sweeping operations, all lots are swept on a rotating schedule.
4. All lots have green space, which includes grass, flowers, and trees, which are maintained through the Street Division.

I. Refuse and Garbage

1. The contracts for refuse and garbage pickup and disposal are part of Street Division responsibility to oversee and maintain.
2. Contact with the refuse vendors involves forwarding complaints, discussing scheduling problems, public relations, and advertising.
3. Public relations are coordinated through the Street Division on all aspects of the refuse program.

J. Garage and Sheds

1. With the use of street labor and also contracted services, we maintain and repair all Street Division buildings and grounds.

K. Related Services

1. Dairyfest is an event in which we coordinate and place the barricading and detours of traffic for the breakfast, parade, and other activities.
2. Christmas decorations, banners, and flags are put up, maintained and taken down each year.
3. The office of Weed Commissioner is also assigned to the Street Division. This duty has dramatically increased with the opening of new subdivisions.
4. Maintenance of roadways and parking areas at the Fairgrounds is part of Street Division responsibilities. This includes road repairs and storm water drainage.

COST SAVING MEASURES

Listed below are various cost saving measures that we have achieved within the last five years which have allowed us to maintain existing service levels, and reduce overall costs even though we have a reduced work staff in the Street Division:

Item:	Cost Savings:
• Renegotiated the Refuse and Recycling contract	$167,000/Year
• Reduced full time staff by one position	$50,500/Year
• Reduced seasonal staff	$8,500/Year
• Use recycled base coarse vs. virgin aggregate	$20,200/Year
• Purchase deicing salt through WIS DOT bid	$22,800/Year
• Hydro-mulching vs. straw mat for landscaping	$18,500/Year
• Contracted mowing of Veterans Parkway	$23,600/Year
• Contracted mowing of Industrial parks	$6,700/Year
• Reduced the use of overtime across all budgets	$12,700/Year
• Rebid rubberized cracksealing of streets	$12, 800/Year
• Reduced parts inventory and purchase as needed	$7,400/Year
• Purchased replacement trucks through WIS DOT bid	$21,100/Year Average
• Implemented energy saving measures throughout all Street Division buildings	$9,300/Year Average
• Reduced the use of city-owned vehicles by supervisors	$7,800/Year
• Utilize the use of new plastic materials in storm sewer construction and reconstruction vs. concrete materials	$16,900/Year Average
• Sell used fleet vehicles at public auction instead of trading	$4,300/Year Average
• Utilize processed compost on our landscaping activities instead of purchasing topsoil	$12,600/Year
• Increased the usable life of all fleet vehicles by increased maintenance, thus reducing the need to replace them as often	$137,00/Year Average

• Participated in negotiating contract changes in health insurance with union staff	$? (tens of thousands)
• Began to purchase maintenance supplies in large quantity, thus securing better prices	$11,800/Year Average
• Submit on an annual basis a Recycling Grant application to WIS D.N.R for available funds	$80,000/Year
• Began to utilize the use of electronic grade lasers in our street construction/reconstruction operations as well as our ditching program. By using lasers we are able to reduce the number of staff on each project and also reduce the time necessary for the Engineering staff to set up and stake any given project.	$105,600/Year

BUDGET AND PROGRAM HIGHLIGHTS:

The recommended 2006 budgets of the Street Division continue a strong emphasis on maintenance of our existing infrastructure, including streets; storm sewers; parking lots, sidewalks, and rights-of-way; and greenways, forestry, and recycling. Two accounts, Street Cleaning and Storm Sewer Maintenance, have been transferred back to Fund 101, General in 2005 since a storm water utility was not created. These expenditures were previously shown in Fund 603, Storm Water Utility. These budgets are primarily funded by tax levy, state aids, and miscellaneous fees.

The combined recommended 2006 General Fund budgets of the Street Division total $5,544,552, an increase of $583,773 or 11.8% above the 2005 budgets, totaling $4,960,779. Highlights of the recommended 2006 budgets are as follows:

Street Division Administration:

The recommended 2006 budget for administration totals $114,551, an increase of $285 or 0.25% above the 2005 budget of $114,266. The majority of this increase is due to personnel costs. These cost increases have been offset by a reduction in supplies and expense. There are no capital outlay items requested for 2006.

Highway and Street Maintenance:

The bulk of the city's street maintenance program is financed in the Highway and Street Maintenance budget (101.53311). The wages and benefits of approximately 6.8 full-time equivalent (FTE) Street Division employees are allocated to this budget. Additional engineering staff is also allocated here for specific projects. Continuation of the street chipsealing program is recommended in 2006 at an estimated cost of $90,000, a decrease of $30,000. This extends the surface life of asphalt streets. A list of specific streets scheduled for contracted chipsealing in 2006 is in the process of being developed. A very aggressive asphalt overlay program, CIP Project EN-D-1747, is recommended in 2006, with a budget of $289,408 included for the following street sections:

Location	Length (ft.)	Width (ft.)	Cost
Waushara – Peach to McMillan	2,382	32	$80,040
Anton – Becker to Fillmore	1,600	32	53,780
3rd – Peach to Vine	740	32	24,849
5th & Lincoln – Intersection only	125	67	10,686
8th – Cedar to Peach	1,705	28	28,606
(Save existing C & G)			
Commerce – Maple to Air Park	210	30	6,602
Air Park – Commerce to Downwind	902	30	28,427
Downwind – Air Park to Maple	1,313	30	41,381
Hume – North of Fillmore	930	22	15,037
TOTAL			$289,408

The $289,408 is $617 more than the 2005 budgeted appropriation.

A very aggressive asphalt reconstruction and mill-in-place program is also recommended in 2006, with a budget of $95,645 to include the following street sections:

Location	Length (ft.)	Width (ft.)	Cost
Onstad – Marathon to Blodgett	1,507	22	$26,931.81
Palmetto – Waushara to McMillan	1,045	22	18,669.29
Anton Court	1,055	22	18,862.84
Spruce – 5th to 7th	711	22	12,705.86
Arnold – Peach to Elm	1,034	22	18,474.94
Total			$95,644.74

Continuation of the contracted rubberized crackfilling program is recommended in 2006 at an estimated cost of $60,000, the same as last year.

There is $44,000 included in this budget for contractual service for mowing Veteran's Parkway. In the 2005 budget there was $46,302 included for an alley reconstruction. There is no similar appropriation in 2006.

Also included in the 2006 budget is $5,000 for operation of the Peach Avenue lift station; last year the amount was $23,000.

Snow & Ice Control:

The $10,105 increase in this budget is primarily due to costs associated with the additional lane miles added by the opening of Veterans Parkway, the extension of STH 13 to Mann Road and the associated frontage road.

Highway and Street Cleaning

The 2006 budget is $184,700, an increase of $29,916 more than the 2005 budget of $154,784. This increase is primarily due to the cost of disposing street sweepings at an approved landfill site to comply with state regulations.

Traffic Control:

The recommended 2006 Traffic Control budget is $172,859 more than the 2005 budget of $199,277 primarily due to a new pavement marking enhancement program. $135,000 of the $180,000 program cost is funded by a state grant; the balance is funded by tax levy.

Street Lighting:

The 2006 budget is $190,000, an increase of $23,640 more than the 2005 budget of $166,360. This increase is primarily due to the new lights installed on STH 13 North and a 20% increase in the PCAC rate.

Sidewalk Maintenance and Repair with Street Reconstruction

The recommended 2006 budget is $73,187, an increase of $25,957 more than the 2005 budget of $47,230. Because of less street outlay projects in 2006 focus has shifted to this area of city-owned sidewalks and crosswalks. That is the primary reason for the increase in this budget.

New Sidewalk Outlay without Street Reconstruction

The recommended 2006 budget is $47,764, an increase of $5,255 more than the 2005 budget of $42,509. This budget represents the cost of ordered sidewalk repairs and installations (CIP #EN-N-1780). An estimated revenue of $1,000 is anticipated to partially offset this cost.

Storm Sewer Maintenance:

The 2006 budget is $541,382, an increase of $72,303 or 15.4% more than the 2005 budget of $469,079. This increase is primarily due to personal service costs and operating costs. The city has instituted a scheduled program of review of our system.

Parking Facilities:

The 2006 budget is $114,403, an increase of $33,587 more than the 2005 budget of $80,816. This increase is primarily due to the resurfacing of the W. 5th St. parking lot ($20,696).

This budget also includes $1,500 for flowers for various lots.

Recycling:

The recommended 2006 recycling budget of $306,605 finances continuation of the curbside recycling program. This budget also includes a $2,500 contribution toward Wood County's Clean Sweep program.

Further, the budget also includes financing to continue the community compost site operations on South Hume Avenue, spring and fall yardwaste curbside collections, and spring and fall brush curbside collection.

Unfortunately, the State of Wisconsin's financial commitment is not keeping pace with the city's recycling program costs. In 2006, it is projected that State DNR grant funds totaling $80,000 will cover only 26% of the total recycling program budget, with the remainder financed by the city through the property tax levy.

Parades, Holidays and Signs

The recommended 2006 budget of $32,965 is $13,257 more than the 2005 budget of $19,708. This increase is primarily due to the city beginning to place, remove and maintain the banners along Veterans' Parkway.

Forestry:

An appropriation of $10,000 is recommended in this budget to finance the replacement of trees (CIP Project ST-N-6107).

Christmas Decorations:

There are no appropriations in the 2006 for new Christmas decorations, flags, or banners.

SCHEDULE OF PROGRAM EXPENDITURES:

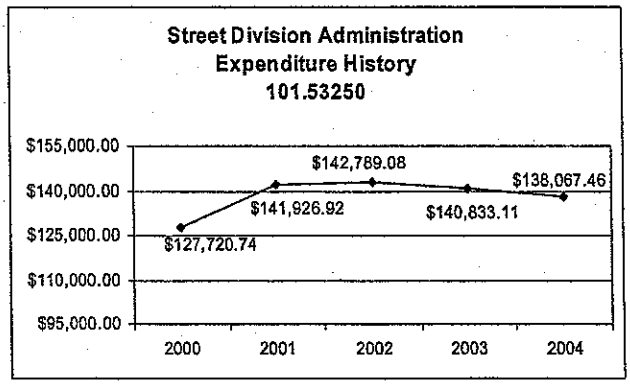
Cost Category	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Street Div. Admin.	$138,067	$114,266	$115,127	$114,551
Pits and Quarries	57,371	70,645	(15,943)	75,313
Hwy./Street Maint.	2,044,234	1,672,017	1,680,512	1,794,607
Snow & Ice Control	759,770	1,048,753	1,048,279	1,058,858
Hwy./Street Cleaning	119,743 *	154,784	154,784	184,700
Traffic Cont. O & M	181,896	199,277	200,294	372,136
St. Lighting	138,624	166,360	176,250	190,000
Sidewalk Maint. & Repair w/St. Recon.	35,946	47,230	48,887	73,187
New Sidewalk O/L w/o St. Recon.	30,938	42,509	350	47,764
Storm Sewer Maint.	364,425 *	469,079	469,444	541,382
Parking Fac.	52,161	80,816	80,907	114,403
Recycling	274,750	295,538	295,659	306,605
Refuse/Garbage Pickup/ Disposal	318,789	325,920	325,951	342,342
Christmas Decorations	23,537	21,316	21,324	26,270
Parades, Holidays & Signs	8,635	19,708	19,710	32,965
Dairyfest	12,808	16,933	12,643	17,753
Forestry	143,844	168,924	181,289	198,643
Greenways	36,091	46,704	46,787	53,073
Total	$4,741,629	$4,960,779	$4,862,254	$5,544,552

*Shown in Fund 603, Storm Water Utility, in 2005 in anticipation of the creation of a Storm Water Utility which was not approved. Shown here for comparative purposes.

PROGRAM STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Street Supt.	C/5/2	1.0	1.0
Asst. St. Supt.	C/4/3	2.0	2.0
Account Clerk I	B/2/3	1.0	1.0
Stock Clerk	AFSCME	1.0	1.0
Stock Room Helper	AFSCME	1.0	1.0
Sign Person	AFSCME	1.0	1.0
Sewer Crew-Grader	AFSCME	1.0	1.0
Sewer Crew-Tile Helper	AFSCME	1.0	1.0
Sewer Crew-Tile Layer	AFSCME	1.0	1.0
Sign Person Helper	AFSCME	1.0	1.0
Mechanic/Welder	AFSCME	0.0	2.0
Mechanic	AFSCME	1.0	0.0
Welder/Fabricator	AFSCME	1.0	0.0
Night Person	AFSCME	1.0	1.0
EO IV/Tracked Backhoe Oper.	AFSCME	1.0	1.0
EOIII/Grader Oper.	AFSCME	2.0	2.0
EOIII/Loader Oper.	AFSCME	2.0	2.0
EOIII/Bulldozer Operator	AFSCME	1.0	1.0
EOIII/Rubber Tired Backhoe Oper	AFSCME	1.0	1.0
EOII/Truck Oper – 26,001-45,000 GVW	AFSCME	1.0	1.0
EOII/Truck Oper - 45,001 & above GVW	AFSCME	5.0	5.0
EOII/Sweeper Oper	AFSCME	2.0	2.0
EOI/Laborer	AFSCME	3.0	3.0
Concrete Finisher	AFSCME	2.0	2.0
Total		34.0	34.0

GRAPHS: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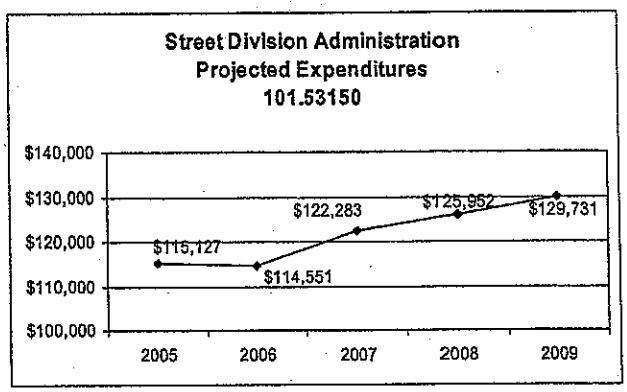
2003
2004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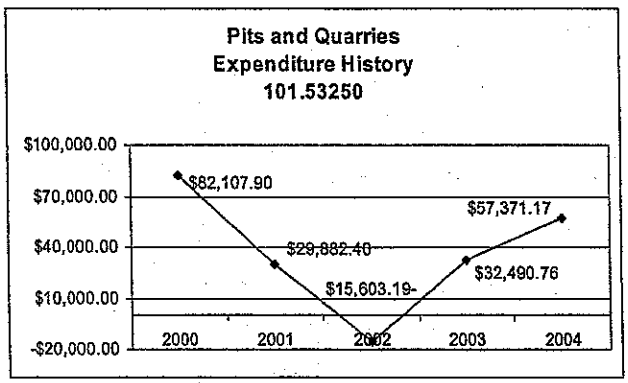
2005
2006
2007
2008
2009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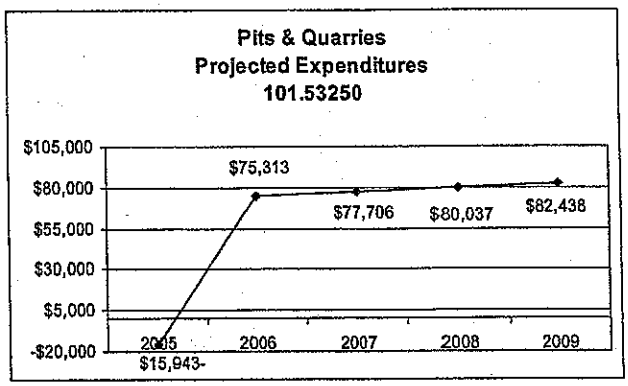
2000
2001
2002
2003
2004


Pits & Quarries
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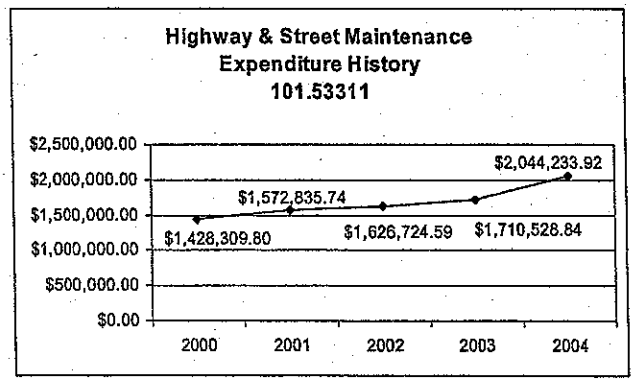
2005
2006
2007
2008
2009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2001
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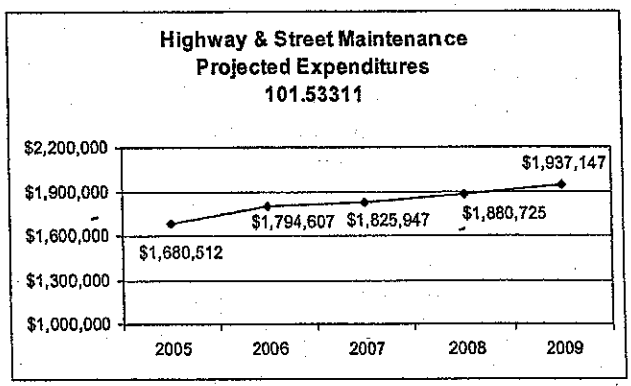
2003
2004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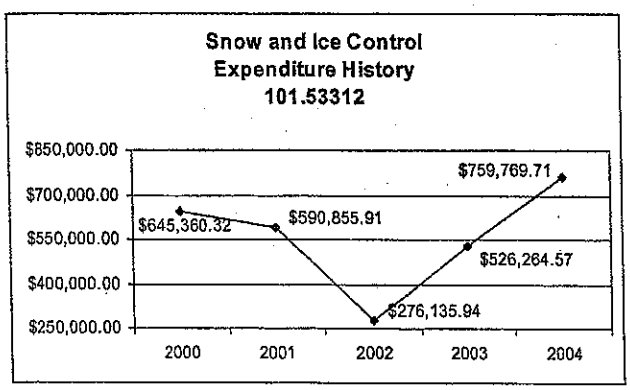
2006
2007
2008
2009


Snow and Ice Control
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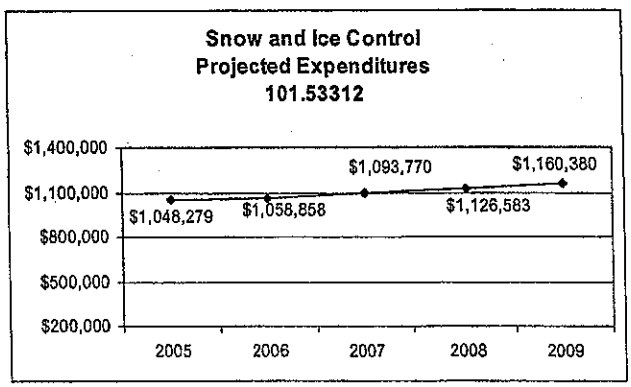
2001
2002
2003
2004


Snow and Ice Control
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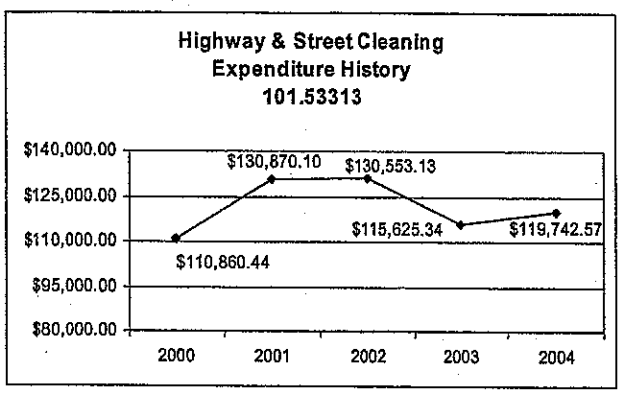
2005
2006
2007
2008
2009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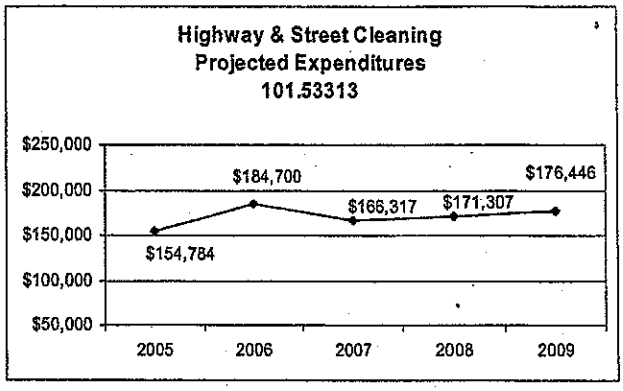
2001
2002
2003
2004


Highway & Street Cleaning
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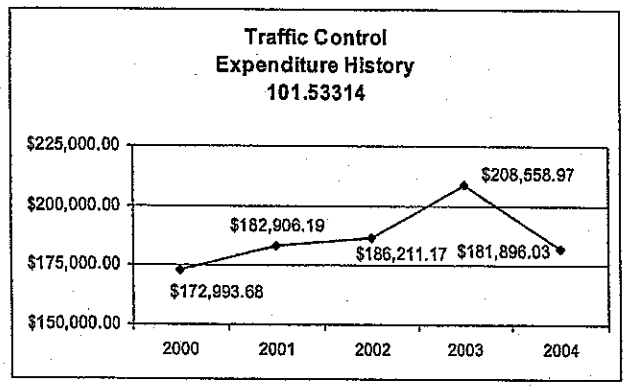
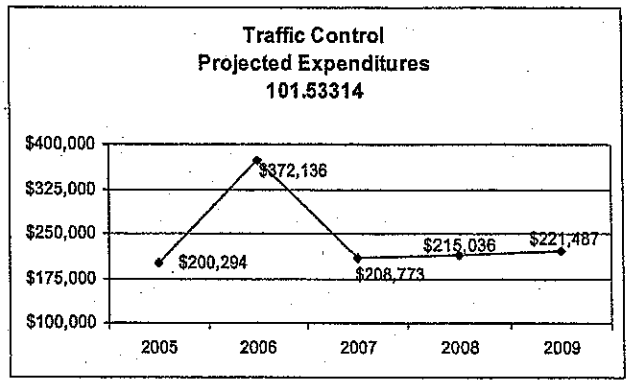
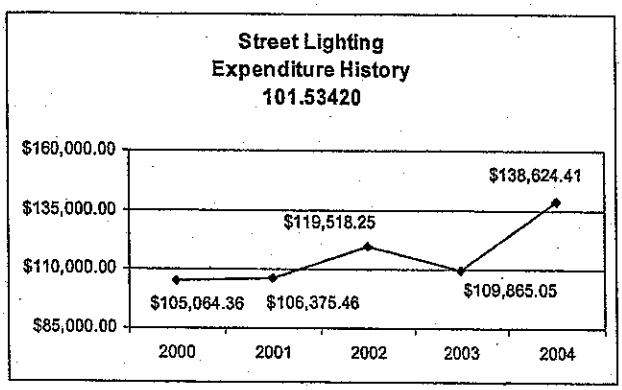
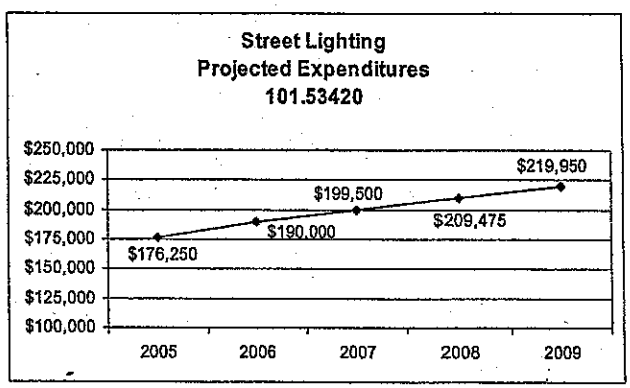
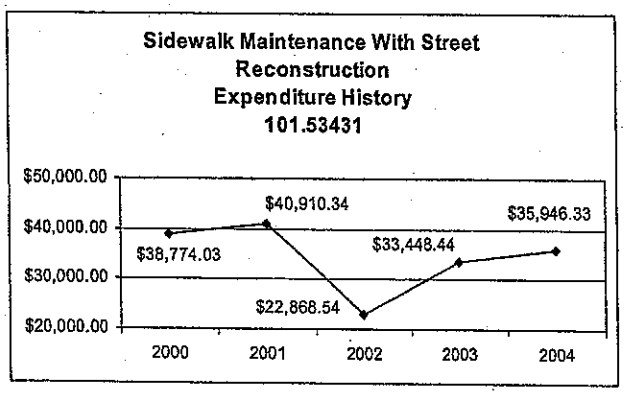
$171,307
$176,446
2005
2006
2007
2008
2009

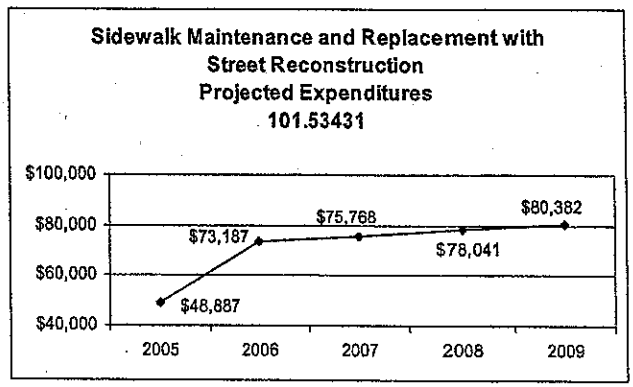

Traffic Control
Expenditure History
101.53314
$225,000.00
$200,000.00
$175,000.00
$150,000.00
$172,993.68
$182,906.19
$186,211.17
$208,558.97
$181,896.03
2000
2001
2002
2003
2004

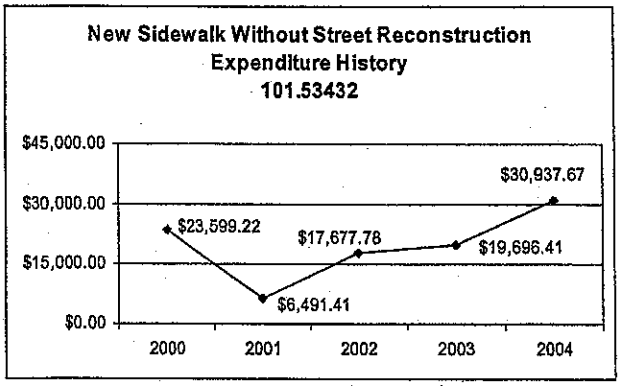

Traffic Control
Projected Expenditures
101.53314
$400,000
$325,000
$250,000
$175,000
$100,000
$200,294
$372,136
$208,773
$215,036
$221,487
2005
2006
2007
2008
2009

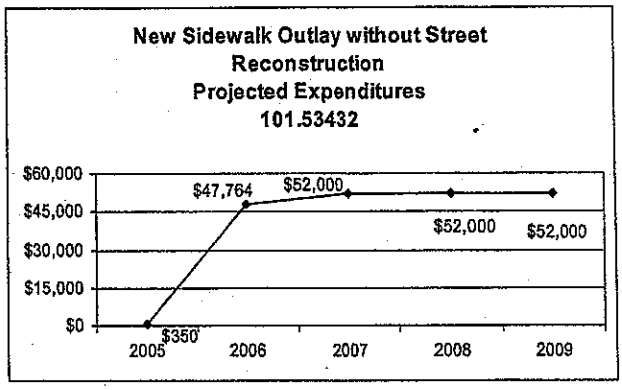

Street Lighting
Expenditure History
101.53420
$160,000.00
$135,000.00
$110,000.00
$85,000.00
$105,064.36
$106,375.46
$119,518.25
$109,865.05
$138,624.41
2000
2001
2002
2003
2004

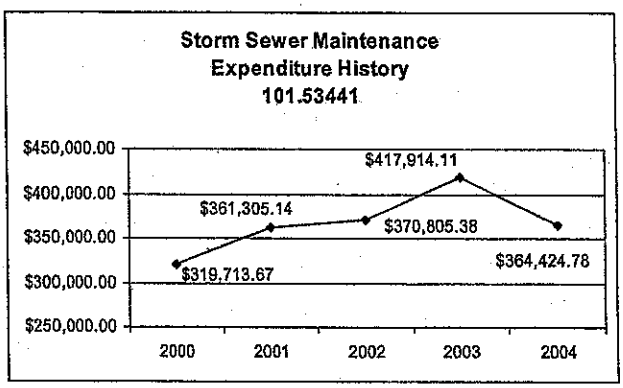

Street Lighting
Projected Expenditures
101.53420
$250,000
$225,000
$200,000
$175,000
$150,000
$125,000
$100,000
$176,250
$190,000
$199,500
$209,475
$219,950
2005
2006
2007
2008
2009

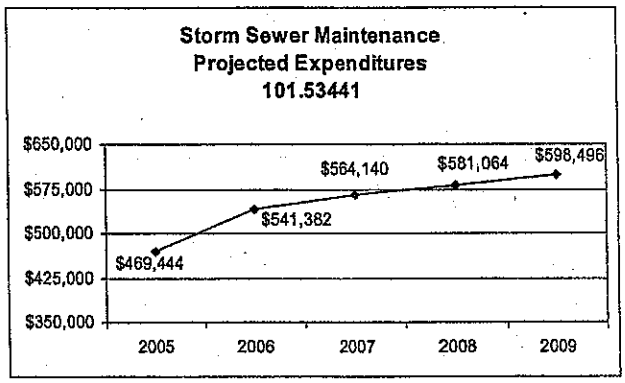

Sidewalk Maintenance With Street
Reconstruction
Expenditure History
101.53431
$50,000.00
$40,000.00
$30,000.00
$20,000.00
$38,774.03
$40,910.34
$22,868.54
$33,448.44
$35,946.33
2000
2001
2002
2003
2004

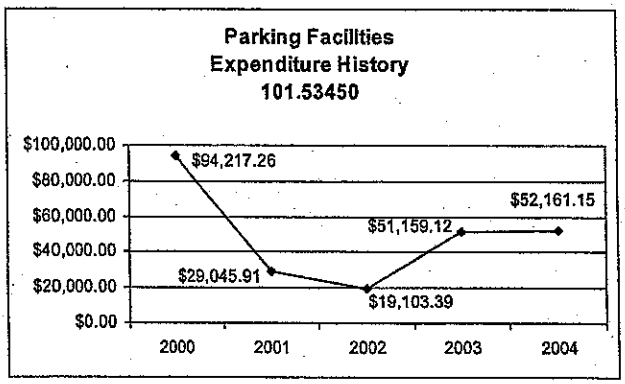

Sidewalk Maintenance and Replacement with
Street Reconstruction
Projected Expenditures
101.53431
$100,000
$80,000
$60,000
$40,000
$48,887
$73,187
$75,768
$78,041
$80,382
2005
2006
2007
2008
2009

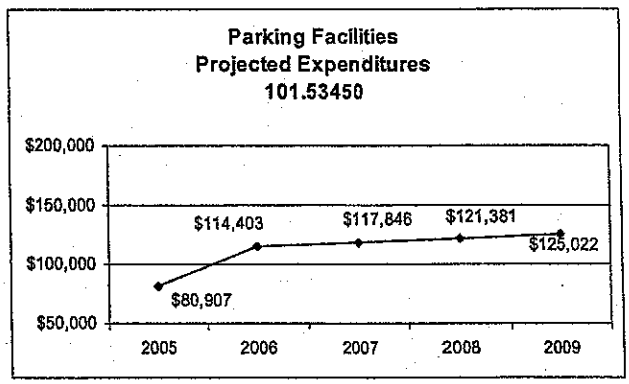

New Sidewalk Without Street Reconstruction
Expenditure History
101.53432
$45,000.00
$30,000.00
$15,000.00
$0.00
$23,599.22
$6,491.41
$17,677.78
$19,696.41
$30,937.67
2000
2001
2002
2003
2004

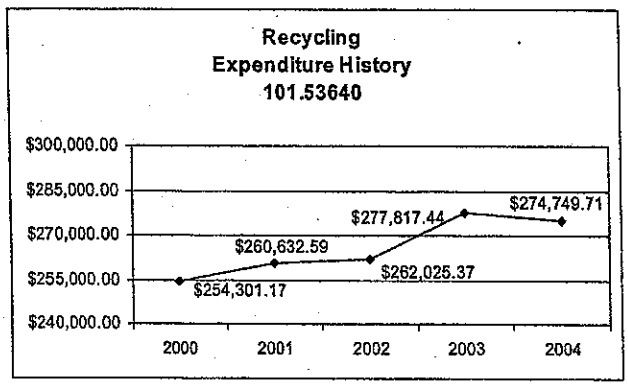

New Sidewalk Outlay without Street
Reconstruction
Projected Expenditures
101.53432
$60,000
$45,000
$30,000
$15,000
$0
$350
$47,764
$52,000
$52,000
$52,000
2005
2006
2007
2008
2009

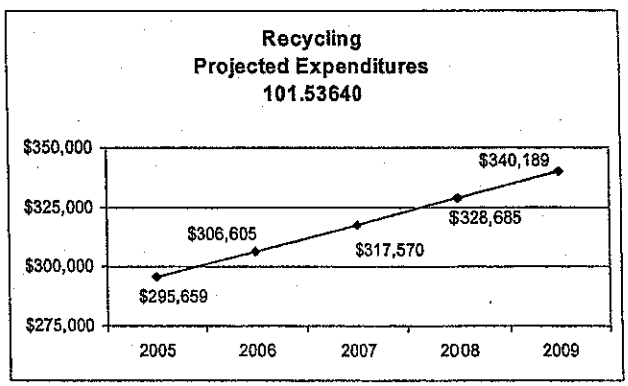

Storm Sewer Maintenance
Expenditure History
101.53441
$450,000.00
$400,000.00
$350,000.00
$300,000.00
$250,000.00
$319,713.67
$361,305.14
$417,914.11
$370,805.38
$364,424.78
2000
2001
2002
2003
2004

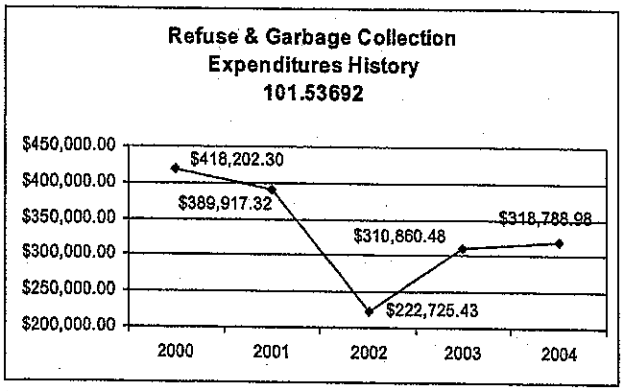

Storm Sewer Maintenance
Projected Expenditures
101.53441
$650,000
$575,000
$500,000
$425,000
$350,000
$469,444
$541,382
$564,140
$581,064
$598,496
2005
2006
2007
2008
2009

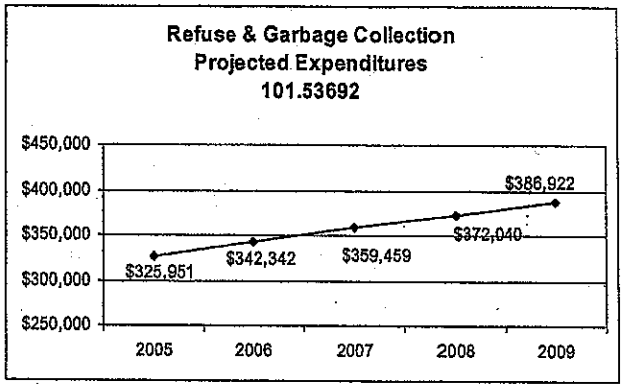

Parking Facilities
Expenditure History
101.53450
$100,000.00
$80,000.00
$60,000.00
$40,000.00
$20,000.00
$0.00
$94,217.26
$29,045.91
$19,103.39
$51,159.12
$52,161.15
2000
2001
2002
2003
2004

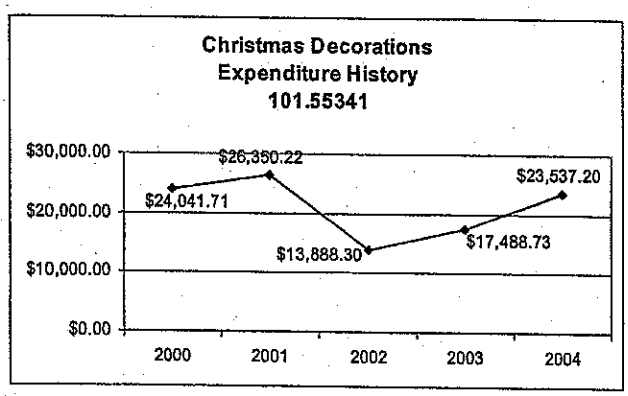

Parking Facilities
Projected Expenditures
101.53450
$200,000
$150,000
$100,000
$50,000
$80,907
$114,403
$117,846
$121,381
$125,022
2005
2006
2007
2008
2009

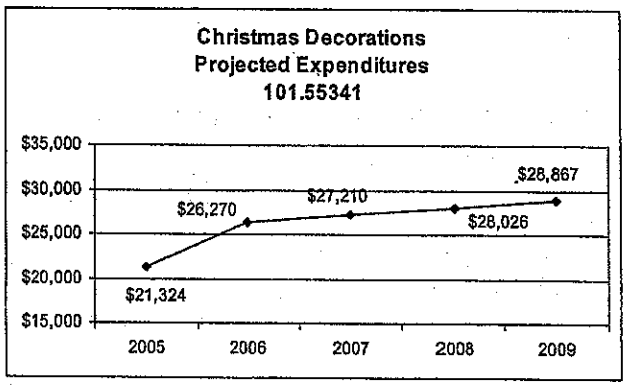

Recycling
Expenditure History
101.53640
$300,000.00
$285,000.00
$270,000.00
$255,000.00
$240,000.00
$254,301.17
$260,632.59
$262,025.37
$277,817.44
$274,749.71
2000
2001
2002
2003
2004

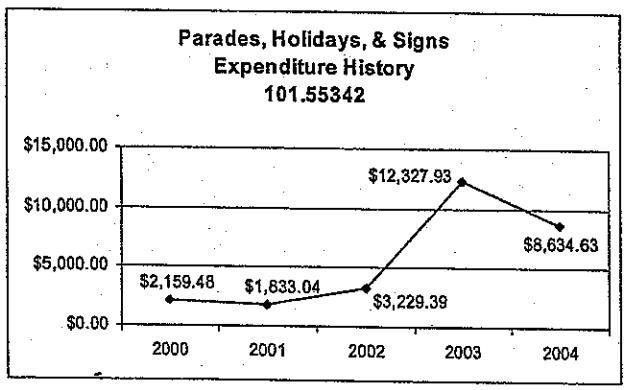

Recycling
Projected Expenditures
101.53640
$350,000
$325,000
$300,000
$275,000
$295,659
$306,605
$317,570
$328,685
$340,189
2005
2006
2007
2008
2009

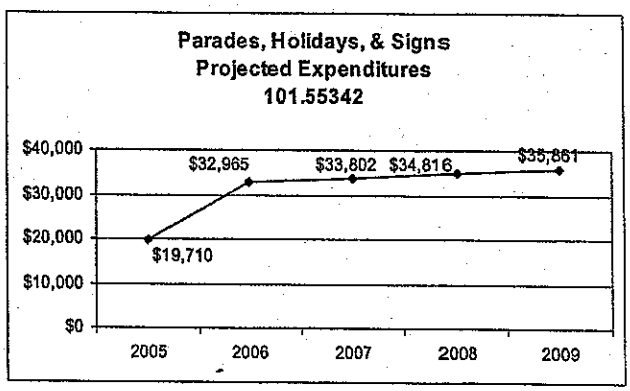

Refuse & Garbage Collection
Expenditures History
101.53692
$450,000.00
$400,000.00
$350,000.00
$300,000.00
$250,000.00
$200,000.00
$418,202.30
$389,917.32
$310,860.48
$318,788.98
$222,725.43
2000
2001
2002
2003
2004

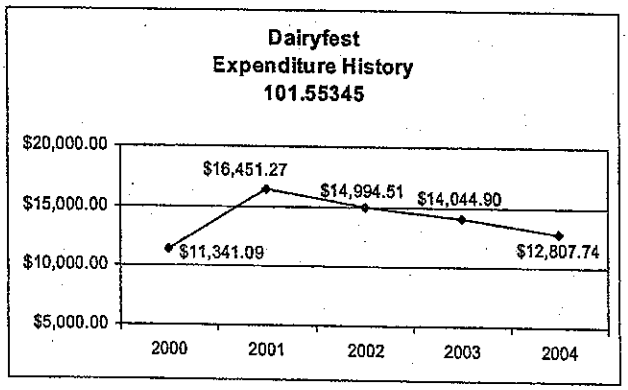

Refuse & Garbage Collection
Projected Expenditures
101.53692
$450,000
$400,000
$350,000
$300,000
$250,000
$325,951
$342,342
$359,459
$372,040
$386,922
2005
2006
2007
2008
2009

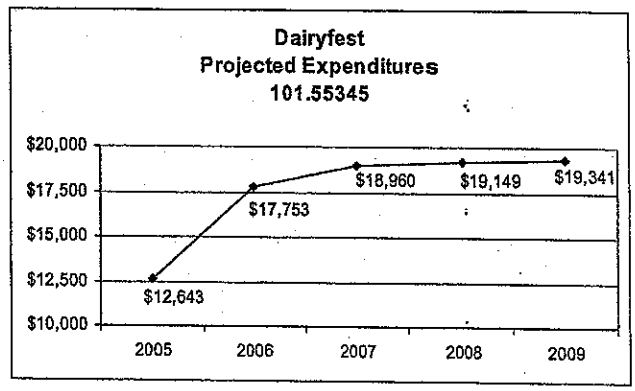

Christmas Decorations
Expenditure History
101.55341
$30,000.00
$20,000.00
$10,000.00
$0.00
$24,041.71
$26,350.22
$13,888.30
$17,488.73
$23,537.20
2000
2001
2002
2003
2004

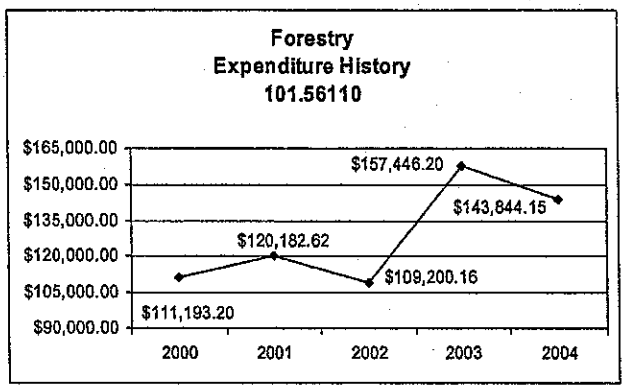

Christmas Decorations
Projected Expenditures
101.55341
$35,000
$30,000
$25,000
$20,000
$15,000
$21,324
$26,270
$27,210
$28,026
$28,867
2005
2006
2007
2008
2009

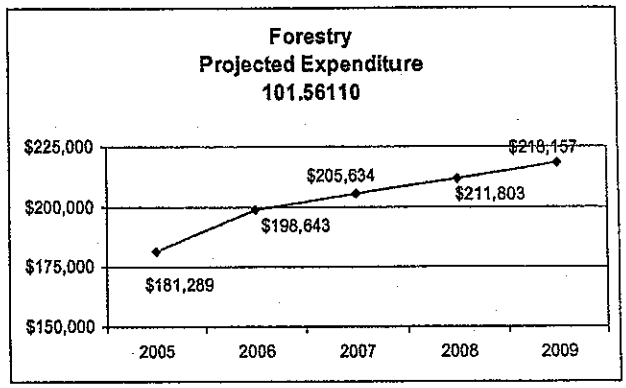

Parades, Holidays, & Signs
Expenditure History
101.55342
$15,000.00
$10,000.00
$5,000.00
$0.00
$2,159.48
$1,633.04
$3,229.39
$12,327.93
$8,634.63
2000
2001
2002
2003
2004

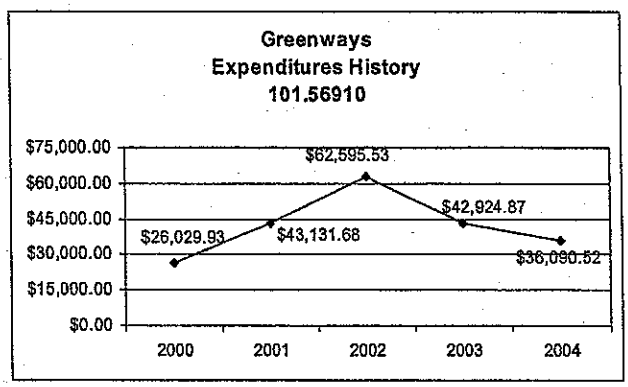

Parades, Holidays, & Signs
Projected Expenditures
101.55342
$40,000
$30,000
$20,000
$10,000
$0
$19,710
$32,965
$33,802
$34,816
$35,861
2005
2006
2007
2008
2009

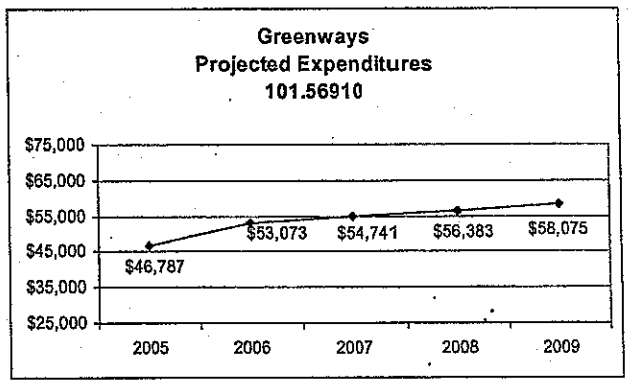

Dairyfest
Expenditure History
101.55345
$20,000.00
$15,000.00
$10,000.00
$5,000.00
$11,341.09
$16,451.27
$14,994.51
$14,044.90
$12,807.74
2000
2001
2002
2003
2004


Dairyfest
Projected Expenditures
101.55345
$20,000
$17,500
$15,000
$12,500
$10,000
$12,643
$17,753
$18,960
$19,149
$19,341
2005
2006
2007
2008
2009


Forestry
Expenditure History
101.56110
$165,000.00
$150,000.00
$135,000.00
$120,000.00
$105,000.00
$90,000.00
$111,193.20
$120,182.62
$109,200.16
$157,446.20
$143,844.15
2000
2001
2002
2003
2004


Forestry
Projected Expenditure
101.56110
$225,000
$200,000
$175,000
$150,000
$181,289
$198,643
$205,634
$211,803
$218,157
2005
2006
2007
2008
2009


Greenways
Expenditures History
101.56910
$75,000.00
$60,000.00
$45,000.00
$30,000.00
$15,000.00
$0.00
$26,029.93
$43,131.68
$62,595.53
$42,924.87
$36,090.52
2000
2001
2002
2003
2004


Greenways
Projected Expenditures
101.56910
$75,000
$65,000
$55,000
$45,000
$35,000
$25,000
$46,787
$53,073
$54,741
$56,383
$58,075
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STREET DIVISION ADMINSTRTN						
PROJECT						
PERSONAL SERVICES	115,283.77	89,587.00	89,953.00	91,100.00	91,100.00	
CONTRACTUAL SERVICES	1,806.64	630.00	1,125.00	3,324.00	974.00	
SUPPLIES AND EXPENSES	20,977.05	24,049.00	24,049.00	22,477.00	22,477.00	
TOTALS: PROJECT	138,067.46	114,266.00	115,127.00	116,901.00	114,551.00	
TOTALS: STREET DIVISION ADMINSTR	138,067.46	114,266.00	115,127.00	116,901.00	114,551.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PITS AND QUARRIES						
PROJECT						
PERSONAL SERVICES	25,671.55	11,264.00	11,264.00	11,562.00	11,562.00	
CONTRACTUAL SERVICES	38,701.98	38,000.00	(8,964.00)	43,000.00	43,000.00	
SUPPLIES AND EXPENSES	22,863.75	11,043.00	11,043.00	9,551.00	9,551.00	
BUILDING MATERIALS	(29,866.11)	10,338.00	(29,286.00)	11,200.00	11,200.00	
TOTALS: PROJECT	57,371.17	70,645.00	(15,943.00)	75,313.00	75,313.00	
TOTALS: PITS AND QUARRIES	57,371.17	70,645.00	(15,943.00)	75,313.00	75,313.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
HIGHWAY & STREET MAINTENANCE						
PROJECT						
PERSONAL SERVICES	605,429.79	448,645.00	456,901.00	486,892.00	501,720.00	
CONTRACTUAL SERVICES	816,958.64	566,386.00	566,439.00	548,318.00	552,318.00	
SUPPLIES AND EXPENSES	410,292.16	411,838.00	411,976.00	409,266.00	409,266.00	
BUILDING MATERIALS	190,368.96	234,185.00	234,185.00	313,528.00	313,528.00	
FIXED CHARGES	19,979.05	10,963.00	10,964.00	17,775.00	17,775.00	
DEBT SERVICE	1,205.32		47.00			
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	2,044,233.92	1,672,017.00	1,680,512.00	1,775,779.00	1,794,607.00	
TOTALS: HIGHWAY & STREET MAINTEN	2,044,233.92	1,672,017.00	1,680,512.00	1,775,779.00	1,794,607.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
SNOW AND ICE CONTROL						
PROJECT						
PERSONAL SERVICES	256,562.11	407,140.00	407,690.00	364,750.00	364,750.00	
CONTRACTUAL SERVICES	20,312.73	2,050.00	2,407.00	2,320.00	2,320.00	
SUPPLIES AND EXPENSES	358,951.23	484,688.00	483,307.00	545,243.00	545,243.00	
BUILDING MATERIALS	112,959.64	154,875.00	154,875.00	146,545.00	146,545.00	
FIXED CHARGES	2,620.00					
CAPITAL OUTLAY	8,364.00					
TOTALS: PROJECT	759,769.71	1,048,753.00	1,048,279.00	1,058,858.00	1,058,858.00	
TOTALS: SNOW AND ICE CONTROL	759,769.71	1,048,753.00	1,048,279.00	1,058,858.00	1,058,858.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
HIGHWAY & STREET CLEANING						
PROJECT						
PERSONAL SERVICES		88,688.00	88,688.00	90,538.00	90,538.00	
CONTRACTUAL SERVICES					24,100.00	
SUPPLIES AND EXPENSES		66,096.00	66,096.00	70,062.00	70,062.00	
TOTALS: PROJECT		154,784.00	154,784.00	160,600.00	184,700.00	
TOTALS: HIGHWAY & STREET CLEANIN		154,784.00	154,784.00	160,600.00	184,700.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TRAFFIC CONTROL						
PROJECT						
PERSONAL SERVICES	90,044.38	92,901.00	93,388.00	91,803.00	91,803.00	
CONTRACTUAL SERVICES	27,457.11	48,972.00	48,972.00	222,283.00	212,158.00	
SUPPLIES AND EXPENSES	64,394.54	57,404.00	57,934.00	68,175.00	68,175.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	181,896.03	199,277.00	200,294.00	382,261.00	372,136.00	
TOTALS: TRAFFIC CONTROL	181,896.03	199,277.00	200,294.00	382,261.00	372,136.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STREET LIGHTING						
PROJECT						
CONTRACTUAL SERVICES	138,624.41	166,360.00	176,250.00	190,000.00	190,000.00	
TOTALS: PROJECT	138,624.41	166,360.00	176,250.00	190,000.00	190,000.00	
TOTALS: STREET LIGHTING	138,624.41	166,360.00	176,250.00	190,000.00	190,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
SIDEWALK MNT & REP W/ST RECO						
PROJECT						
PERSONAL SERVICES	21,744.38	21,026.00	22,683.00	34,448.00	34,448.00	
SUPPLIES AND EXPENSES	9,024.98	15,332.00	15,332.00	20,829.00	20,829.00	
BUILDING MATERIALS	5,176.97	10,872.00	10,872.00	17,910.00	17,910.00	
TOTALS: PROJECT	35,946.33	47,230.00	48,887.00	73,187.00	73,187.00	
TOTALS: SIDEWALK MNT & REP W/ST	35,946.33	47,230.00	48,887.00	73,187.00	73,187.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
NEW SIDEWALK O/L W/O ST RECO						
PROJECT						
PERSONAL SERVICES	6,439.64	12,509.00	350.00	12,764.00	12,764.00	
CONTRACTUAL SERVICES	24,364.13	30,000.00		35,000.00	35,000.00	
SUPPLIES AND EXPENSES	133.90					
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	30,937.67	42,509.00	350.00	47,764.00	47,764.00	
TOTALS: NEW SIDEWALK O/L W/O ST	30,937.67	42,509.00	350.00	47,764.00	47,764.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM SEWER MAINTENANCE						
PROJECT						
PERSONAL SERVICES		224,627.00	224,992.00	261,034.00	261,034.00	
CONTRACTUAL SERVICES		47,172.00	47,172.00	62,702.00	38,602.00	
SUPPLIES AND EXPENSES		139,519.00	139,519.00	175,921.00	175,921.00	
BUILDING MATERIALS		48,324.00	48,324.00	56,388.00	56,388.00	
FIXED CHARGES		9,437.00	9,437.00	9,437.00	9,437.00	
TOTALS: PROJECT		469,079.00	469,444.00	565,482.00	541,382.00	
TOTALS: STORM SEWER MAINTENANCE		469,079.00	469,444.00	565,482.00	541,382.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKING FACILITIES						
PROJECT						
PERSONAL SERVICES	1,247.44	4,078.00	4,079.00	10,387.00	10,387.00	
CONTRACTUAL SERVICES	47,797.97	70,975.00	70,975.00	92,494.00	92,494.00	
SUPPLIES AND EXPENSES	3,025.74	5,513.00	5,513.00	11,272.00	11,272.00	
BUILDING MATERIALS	90.00	250.00	340.00	250.00	250.00	
TOTALS: PROJECT	52,161.15	80,816.00	80,907.00	114,403.00	114,403.00	
TOTALS: PARKING FACILITIES	52,161.15	80,816.00	80,907.00	114,403.00	114,403.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
RECYCLING						
PROJECT						
PERSONAL SERVICES	42,363.74	52,851.00	52,972.00	53,482.00	53,482.00	
CONTRACTUAL SERVICES	210,863.15	216,524.00	216,524.00	226,236.00	226,236.00	
SUPPLIES AND EXPENSES	21,522.82	23,663.00	23,663.00	24,387.00	24,387.00	
GRANTS CONTRIB INDEMNITIES		2,500.00	2,500.00	2,500.00	2,500.00	
TOTALS: PROJECT	274,749.71	295,538.00	295,659.00	306,605.00	306,605.00	
TOTALS: RECYCLING	274,749.71	295,538.00	295,659.00	306,605.00	306,605.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
REFUSE & GARBAGE COLLECTION						
PROJECT						
CONTRACTUAL SERVICES	318,788.98	325,920.00	325,920.00	342,342.00	342,342.00	
TOTALS: PROJECT	318,788.98	325,920.00	325,920.00	342,342.00	342,342.00	
TOTALS: REFUSE & GARBAGE COLLECT	318,788.98	325,920.00	325,920.00	342,342.00	342,342.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
SOLID WASTE DISPOSAL						
PROJECT						
SUPPLIES AND EXPENSES			31.00			
TOTALS: PROJECT			31.00			
TOTALS: SOLID WASTE DISPOSAL			31.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CHRISTMAS DECORATIONS						
PROJECT						
PERSONAL SERVICES	11,015.15	10,621.00	10,629.00	13,873.00	13,873.00	
SUPPLIES AND EXPENSES	12,522.05	10,695.00	10,695.00	12,397.00	12,397.00	
TOTALS: PROJECT	23,537.20	21,316.00	21,324.00	26,270.00	26,270.00	
TOTALS: CHRISTMAS DECORATIONS	23,537.20	21,316.00	21,324.00	26,270.00	26,270.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARADES, HOLIDAYS						
PROJECT						
PERSONAL SERVICES	3,957.33	10,507.00	10,509.00	21,898.00	21,898.00	
CONTRACTUAL SERVICES				288.00	288.00	
SUPPLIES AND EXPENSES	4,677.30	9,201.00	9,201.00	10,779.00	10,779.00	
TOTALS: PROJECT	8,634.63	19,708.00	19,710.00	32,965.00	32,965.00	
TOTALS: PARADES, HOLIDAYS	8,634.63	19,708.00	19,710.00	32,965.00	32,965.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
DAIRYFEST						
PROJECT						
PERSONAL SERVICES	9,614.36	12,988.00	10,754.00	13,367.00	13,367.00	
SUPPLIES AND EXPENSES	3,193.38	3,945.00	1,889.00	4,386.00	4,386.00	
TOTALS: PROJECT	12,807.74	16,933.00	12,643.00	17,753.00	17,753.00	
TOTALS: DAIRYFEST	12,807.74	16,933.00	12,643.00	17,753.00	17,753.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FORESTRY						
PROJECT						
PERSONAL SERVICES	64,847.43	115,958.00	116,103.00	119,613.00	119,613.00	
CONTRACTUAL SERVICES	3,478.23		480.00			
SUPPLIES AND EXPENSES	60,248.49	52,966.00	64,511.00	69,030.00	69,030.00	
BUILDING MATERIALS	120.00		195.00			
CAPITAL OUTLAY	15,150.00			10,000.00	10,000.00	
TOTALS: PROJECT	143,844.15	168,924.00	181,289.00	198,643.00	198,643.00	
TOTALS: FORESTRY	143,844.15	168,924.00	181,289.00	198,643.00	198,643.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
GREENWAYS						
PROJECT						
PERSONAL SERVICES	11,893.16	21,184.00	21,189.00	22,610.00	22,610.00	
CONTRACTUAL SERVICES		3,145.00	3,145.00	3,145.00	3,145.00	
SUPPLIES AND EXPENSES	24,183.77	22,375.00	22,453.00	27,318.00	27,318.00	
FIXED CHARGES	13.59					
TOTALS: PROJECT	36,090.52	46,704.00	46,787.00	53,073.00	53,073.00	
TOTALS: GREENWAYS	36,090.52	46,704.00	46,787.00	53,073.00	53,073.00	

MUNICIPAL AIRPORT
101-53510/53511

MISSION STATEMENT:

The mission of the Marshfield Municipal Airport is to provide and maintain a safe, user friendly, and well-maintained airport for all business and private aircraft. The lighting and landing systems, good runways, pleasant grounds, and pilot needs are all being met, maintained and improved upon constantly. The constant upkeep and improvement at our airport are sound investments in that not only are investment dollars being protected, but they act as a stimulus to encourage established and new businesses to remain and to come to our city. Constant upkeep allows equipment to work more efficiently, and buildings to look, function, and present an encouraging atmosphere for future economic growth of the airport/city.

WORK PROGRAM:

A. Grounds
   1. Mow for weed, grass, and brush management
   2. Prompt snow removal.
   3. Maintain and improve landing and lighting systems.

B. Building and Equipment Maintenance
   1. Maintain and improve all city owned buildings
   2. Maintain all grounds equipment

C. Governmental
   1. Work closely with governmental units and personnel to obtain maximum help and working efficiency
   2. Work closely with engineering firm and contractors in the construction of the new General Aviation Office Building

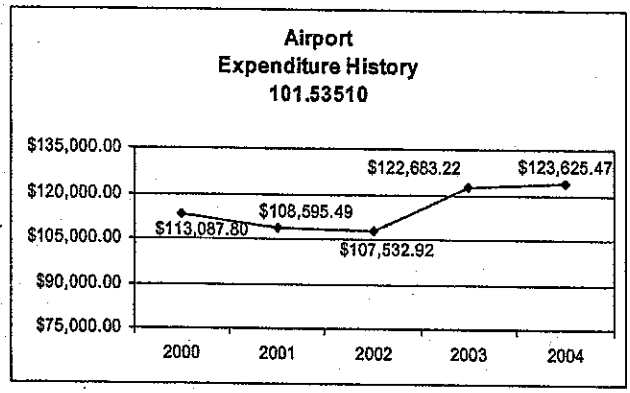
PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

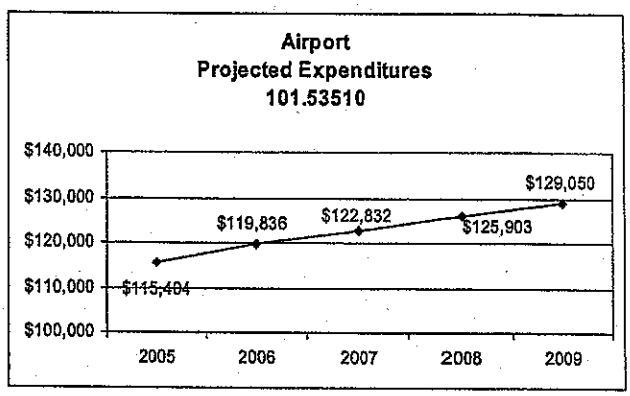
The recommended 2006 budgets for the Airport total $133,533, an increase of $3,593 or 2.8% over the 2005 combined budgets of $129,940. Estimated revenue to support airport operations is $32,158 in 2006. These revenues are from leases/rents, county aid, and fuel flow fees. The remaining budget is funded by tax levy.

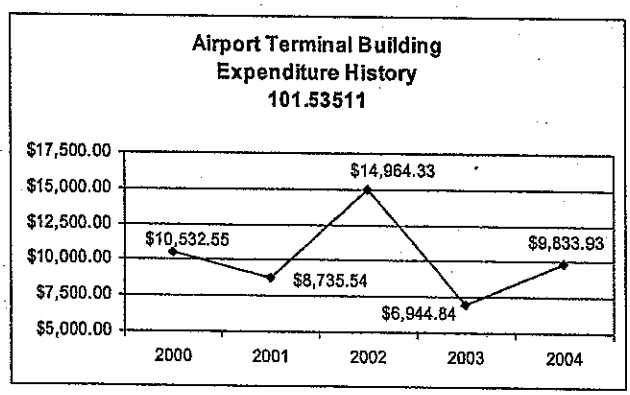
SCHEDULE OF DEPARTMENT EXPENDITURES:

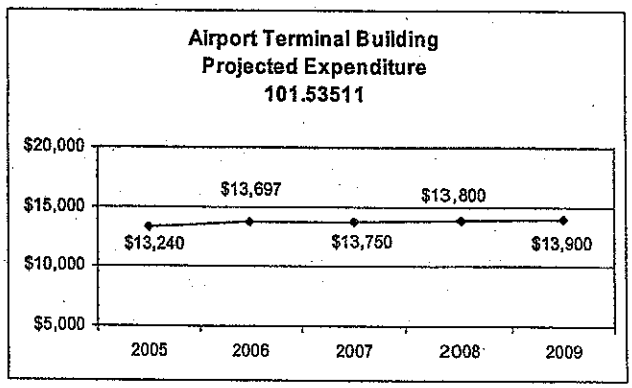
Cost Center	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Airport Operations	$123,625	$116,309	$115,404	$119,836
Terminal Building	9,834	13,631	13,240	13,697
Total	$133,459	$129,940	$128,644	$133,533

GRAPHS:


Airport
Expenditure History
101.53510
$135,000.00
$120,000.00
$105,000.00
$90,000.00
$75,000.00
$113,087.80
$108,595.49
$107,532.92
$122,683.22
$123,625.47
2000
2001
2002
2003
2004


Airport
Projected Expenditures
101.53510
$140,000
$130,000
$120,000
$110,000
$100,000
$115,404
$119,836
$122,832
$125,903
$129,050
2005
2006
2007
2008
2009


Airport Terminal Building
Expenditure History
101.53511
$17,500.00
$15,000.00
$12,500.00
$10,000.00
$7,500.00
$5,000.00
$10,532.55
$8,735.54
$14,964.33
$6,944.84
$9,833.93
2000
2001
2002
2003
2004


Airport Terminal Building
Projected Expenditure
101.53511
$20,000
$15,000
$10,000
$5,000
$13,240
$13,697
$13,750
$13,800
$13,900
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
AIRPORT						
PROJECT						
PERSONAL SERVICES	572.48					
CONTRACTUAL SERVICES	109,217.46	99,287.00	99,329.00	101,835.00	101,925.00	
SUPPLIES AND EXPENSES	3,883.72	6,068.00	6,068.00	6,068.00	6,068.00	
FIXED CHARGES	9,951.81	10,954.00	10,007.00	11,843.00	11,843.00	
TOTALS: PROJECT	123,625.47	116,309.00	115,404.00	119,746.00	119,836.00	
TOTALS: AIRPORT	123,625.47	116,309.00	115,404.00	119,746.00	119,836.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
AIRPORT TERMINAL BUILDING						
PROJECT						
CONTRACTUAL SERVICES	7,701.17	11,631.00	11,440.00	11,697.00	11,697.00	
SUPPLIES AND EXPENSES	2,132.76	2,000.00	1,800.00	2,000.00	2,000.00	
TOTALS: PROJECT	9,833.93	13,631.00	13,240.00	13,697.00	13,697.00	
TOTALS: AIRPORT TERMINAL BUILDIN	9,833.93	13,631.00	13,240.00	13,697.00	13,697.00	

AGING
101-54610

BUDGET SUMMARY:

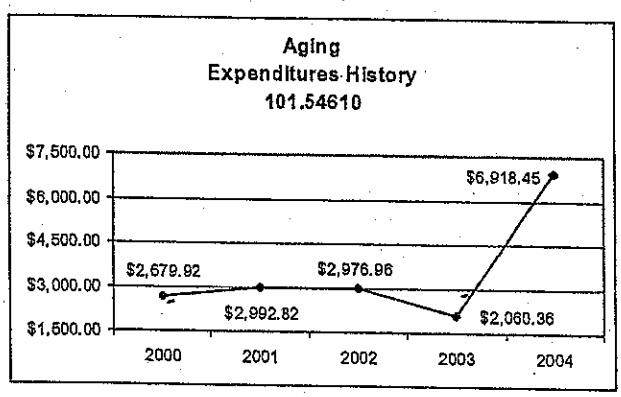
The recommended 2006 budget for the Aging cost center is $6,846, which is an increase of $178 or 2.7% above the 2005 budget of $6,668. This budget is partially offset by revenue ($1,111) generated from fitness classes, golf lessons, vending and facility rental. The balance of the budget is funded by tax levy.

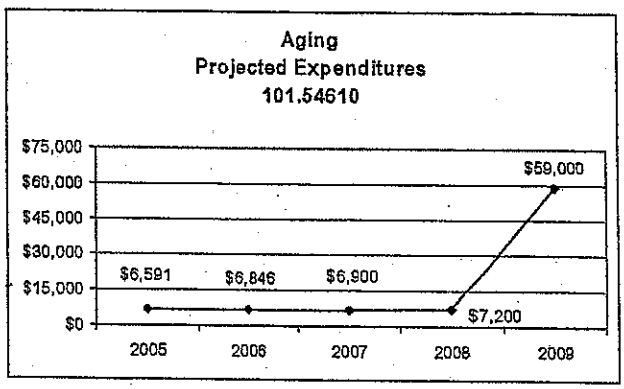
This budget finances certain program costs associated with operation of the Marshfield Senior Community Center at First and Maple Streets.

OPERATIONAL COSTS BUDGETED ELSEWHERE

The operating costs for the facility (e.g. utilities, repairs and maintenance) are budgeted in a separate section of this budget (Public Facilities) under the title "Civic Center Plaza Building". In 2006, these costs are projected at $15,635.

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
AGING						
PROJECT						
PERSONAL SERVICES	4,753.09	5,268.00	5,268.00	5,531.00	5,531.00	
CONTRACTUAL SERVICES	1,098.48		48.00	240.00	240.00	
SUPPLIES AND EXPENSES	566.88	1,400.00	1,275.00	1,075.00	1,075.00	
GRANTS CONTRIB INDEMNITIES	500.00					
TOTALS: PROJECT	6,918.45	6,668.00	6,591.00	6,846.00	6,846.00	
TOTALS: AGING	6,918.45	6,668.00	6,591.00	6,846.00	6,846.00	

HILLSIDE CEMETERY
101-54910

MISSION STATEMENT:

The mission of the Hillside Cemetery is to assist with interments; provide care and maintenance of the grounds and equipment; maintain accurate records; and serve as a resource for individuals seeking locations of burial sites of loved ones. The Cemetery also strives to continue to look for ways to narrow the gap between operating revenues and expenditures to minimize the property tax subsidy for operations.

SERVICES AND WORK PROGRAMS:

1. Interment Services

   A. Cleans and maintains the Vaughn-Hansen Chapel
   B. Digs graves as requested and authorized
   C. Levels sites and brings grounds back to original condition as soon as possible

2. Provides Care and Maintenance of Grounds/Equipment

   A. Mows lawns; removes snow on roads and sidewalks
   B. Levels sites
   C. Resods and/or reseeds as needed to maintain an attractive grass cover
   D. Prunes trees and trims shrubs as needed
   E. Maintains machinery

3. Maintains Records

   A. Keeps an accurate record of sites sold or available for sale
   B. Shows and sells sites to prospective buyers
   C. Records and plats interments

4. Resource/Family Assistance

   A. Provides information to individuals on locations of interments

COST SAVING MEASURES:

- 2000 – We changed the work procedures to perform mowing and trimming in a more efficient manner. By making these changes we eliminated the need for two seasonal personnel, saving the city $8,400 in labor per year.

- 2002 – The Cemetery purchased a used pick up truck for $8,600 instead of a new truck costing $16,500, saving $7,900.

- 2004 – Due to the weather in 2004 the Cemetery was able to save 652 seasonal labor hours, or $5,216 by sending staff home when they weren't needed. The Cemetery also made the decision not to replace the bobcat every five years, but to go with a ten-year replacement. This will save the city $9,000 in equipment replacement with the additional five year period.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 budget for Hillside Cemetery totals $144,777, an increase of $893 or 0.6% from the adopted 2005 budget of $143,884. The majority of this increase is due to personal services costs and operation/maintenance costs. Included in this budget, at a cost of $3,772, is the first year of a three-year plan to chip seal all cemetery roads. Additionally, $98,699 in revenue from cemetery operations and interest income is anticipated to finance activities of this operating budget.

SCHEDULE OF DEPARTMENT EXPENDITURES:

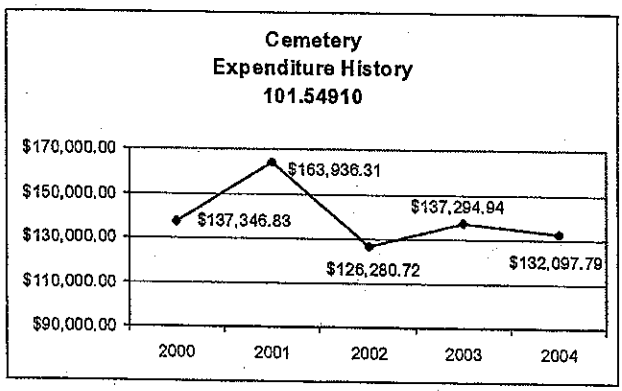
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$132,098	$143,884	$124,522	$144,777

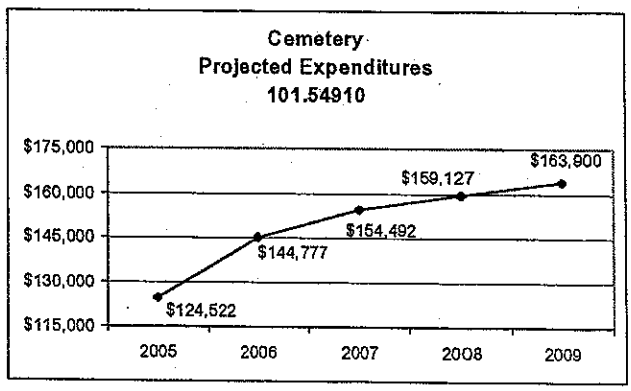
DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Cemetery Sexton	B/3/1*	1.0	1.0
Laborer	B/2/1*	1.0	1.0
Total		2.0	2.0*

* Non-Represented

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CEMETERY						
PROJECT						
PERSONAL SERVICES	112,825.12	123,508.00	110,921.00	125,890.00	125,890.00	
CONTRACTUAL SERVICES	7,505.50	7,064.00	7,064.00	11,255.00	11,255.00	
SUPPLIES AND EXPENSES	4,657.98	5,201.00	5,201.00	6,296.00	6,296.00	
BUILDING MATERIALS	344.00	717.00	717.00	717.00	717.00	
FIXED CHARGES	40.19	619.00	619.00	619.00	619.00	
CAPITAL OUTLAY	6,725.00	6,775.00				
TOTALS: PROJECT	132,097.79	143,884.00	124,522.00	144,777.00	144,777.00	
TOTALS: CEMETERY	132,097.79	143,884.00	124,522.00	144,777.00	144,777.00	

PUBLIC LIBRARY
101-55110

MISSION STATEMENT:

The Marshfield Public Library is a public service agency dedicated to providing the residents of Marshfield, the Town of McMillan, and the surrounding areas with a well-rounded collection of books and other media that record human knowledge, ideas, and culture. One of the library's prime responsibilities is to organize said materials in a way that will permit ready access to them. The library also makes available qualified staff to offer guidance and encouragement in the use of materials and to make the library an easily accessible and reliable source of information and reference.

LIBRARY ROLES:

On September 16, 1986 the Board of Trustees adopted the following roles, in priority order, for the Marshfield Public Library. The roles were reviewed and reconfirmed on April 12, 1994.

A POPULAR MATERIALS CENTER which provides materials of recognized quality to persons of all ages for reading, viewing, and listening. The library features current, high demand, high-interest materials in a variety of formats for persons of all ages.

A REFERENCE CENTER which provides library users with convenient, timely access to information needed for daily living and decision making. The library actively provides timely, accurate, and useful information for community area residents in their pursuit of job-related and personal interests. The library also promotes on-site and telephone reference/information services to aid users in locating needed information.

AN INDEPENDENT LEARNING CENTER which provides materials and services for adults to pursue such endeavors as citizenship education, cultural interests, job-related competencies, and self-improvement. The library supports individuals of all ages pursuing a sustaining program of learning independent of any education provider.

As secondary priorities, the library adopts the secondary, but still important, roles of:

A PRESCHOOL CHILD'S DOOR TO LEARNING which provides materials, child and parent services, and programs to enhance an interest in books and learning.

A FORMAL EDUCATION SUPPORT CENTER which works closely with educational institutions in the Marshfield area to share resources and assist students with their library needs.

The library provides community meeting rooms, programs, and information, and assists patrons with their scholarly research through interlibrary loan service. However, the library roles of COMMUNITY CENTER, COMMUNITY INFORMATION CENTER, and SCHOLARLY RESEARCH CENTER currently receive the lowest priority.

Work Programs:

1. Circulation
2. Collection development
3. Direct services to the public
4. Administration

1. Circulation involves all processes and procedures related to the use of materials outside of the library by City residents, Town of McMillan residents, and area residents covered under South Central Library System contracts, Wood County contract, and subscriptions for residents/households in Marathon and Clark counties and includes the following:

   a. Charging and Discharging Items: Checking out and tracking all materials lent to library users and clearing these records when materials are returned.

   b. Collection Maintenance: Shelving, re-shelving, filing and refiling of library materials in their appropriate location. Collection maintenance also entails keeping materials in order on the shelves.

   c. Deposit Collections: Preparing collections of materials used in schools, health care facilities, other public libraries in Wood County and senior citizen housing.

   d. Overdues/Delinquent Records: Maintaining accurate records and issuance of notices that are necessary to collect fines and/or charges related to material use. Also entails working with a collection agency on difficult cases.

   e. Registration: Recording of basic information about individuals who wish to borrow materials from the library and the maintenance of such records.

   f. Reports: Tracking and preparing reports reflecting circulation to the variety of areas that we serve.

2. Collection Development. Based upon the library's mission statement, the roles adopted, and the Materials Selection Policy, materials are selected, ordered, processed and made readily available for the library user. Collection development includes the following:

   a. Selection: Involves choosing materials that support the roles adopted by the library according to the criteria set forth in the Marshfield Public Library's Material Selection Policy.

   b. Acquisitions: This is the process of acquiring materials intended for public use. Involves organized methods of ordering and receiving materials.

   c. Cataloging: Includes organizing and classifying materials according to accepted library science practices that assures the public will be able to readily locate items owned by the library.

   d. Processing: Includes processes such as jacketing, barcoding, affixing labels, and other tasks that prepare the physical book or item for public use.

   e. Weeding: Involves the removal of materials from the collection set forth in the Selection Policy.

   f. Inventory: Involves the maintenance of a database file (collection inventory based on location) of all collection materials owned by library.

g. Upkeep: Includes adjustments to database, repairing material in-house and sending materials to the bindery for more extensive repair or initial binding.

3. Direct Services to the Public.

a. Reference/Information Service: Involves the reference interview process and the location of information for library users and assisting them in the use of the library's informational resources.

b. Interlibrary Loan: Interlibrary loan is both a service and a process. It entails acquiring information or materials for local library users from other libraries in the area, the state and the nation.

c. Library Instruction: Includes formal and informal training for the public which will assist them in using the library more effectively. Library instruction is provided for adults and children and happens as a part of a tour, a class visit, and/or daily on a one-to-one basis. It may include instruction on use of a particular item in the collection, use of reference book collection, internet, microfilm reader/printers, etc.

d. Reader's Advisory Service: Involves the recommendation of specific items or authors to library users based on a knowledge of the library collection and the reader's interests.

e. Programming: Includes programs for adults and children that are educational, informational or cultural in nature. Programs are meant to enhance the library's role as an information source and to promote library collections.

f. Extension Service: Includes any service that makes the resources of the Marshfield Public Library accessible to people who would otherwise be unable to use them. Examples include deliveries to the homebound, and the provision of deposit collections to various organizations.

g. Exhibits: Involves exhibits and displays of education or informational interest to the public, both adults and children.

h. Creation of Catalogs, Databases, Indexes, Finding Tools: Includes the creation of information that helps users make the best use of library owned resources. Includes in-house database as well as dial-in access by computer to our catalog.

4. Administration. The function of administration is the managing of the library's resources in an effective and efficient manner. Administration is responsible for obtaining the resources necessary to accomplish our mission and objectives and provide support for library services to the citizens of Marshfield and the Town of McMillan as well as surrounding areas that we contact to serve. It involves the following components:

a. Finance and accounting: Includes the preparation and presentation of the library's budget request, careful monitoring of the expenditures and the maintenance of such records as are needed to demonstrate wise use of funds to the Library Board of Trustees, to the Marshfield Common Council, to the Wood County Board of Supervisors, to the Wood County Library Board, to the South Central Library System, to the State of Wisconsin and to the public.

b. Maintenance: Includes keeping the facility and property safe and clean for the use of the public and for the staff, maintaining equipment and keeping the building functioning by performing preventative maintenance, cleaning and repair services.

c. Personnel: Includes hiring personnel, assigning duties, overseeing training and continuing education of employees, evaluating staff performance, disciplining staff as required, administering personnel policies and maintaining appropriate records.

d. Planning: Includes a continuous cycle of evaluation, information gathering, goal and objective setting, developing strategies, establishing priorities and implementing services. The process is guided by the Director but involves the public, the staff, and the Board. Each year the library staff and Board develop a Five-Year Plan to guide development and set goals and objectives.

e. Technology: Includes management of Dynix library system, staff LAN (local area network) and public LAN, HVAC computer systems and planning. Includes all ancillary areas to enhance operations of the systems such as Internet connections, connection with City system, cabling, communication lines, communication protocols, purchase of computers and peripherals. Each year, in order to ensure that we can have access to the special rates for T-1 line, we develop a three-year technology plan. The plan then serves multiple purposes, insuring the grant rate and providing a clear pathway for technology development in the Library.

f. Public Relations: Involves communicating the services and resources to the public and encouraging maximum use of the library.

g. Security: Includes such services as are needed to assure the safety of library users and staff, and the protection of the investment made by the public in library facilities, equipment and materials.

h. Marketing: Includes the negotiation for provision of library service to residents of Marathon and Clark counties, promotion of subscription charges, and obtaining funding for serving out-of-county residents who are not part of our library system area.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2006 Library budget is $1,313,102, an increase of $34,265, or 2.7% above the 2005 budget of $1,278,837. The majority of this increase is in personal service costs ($31,157). Other expenditures are typical for this kind of activity.

Over 75% of this budget is funded by tax levy; the balance of the budget is offset by revenue from Wood County, the Town of McMillan, the South Central Library System and subscription fees from Clark and Marathon County residents.

Recommended 2006 capital outlay purchases include the following:

1 DYNIX server	$15,053
1 E-mail server	2,302
1 Boiler Tube Replacement (CIP #LI-K-5901)	6,150
	$23,505

In the past two years, the Library has explored many things to position itself for this budget session.

1. Fines for overdue material were increased
2. Subscription fees for Clark and Marathon County users are adjusted annually to reflect the actual cost of service.
3. Many of the library material budgets have been reduced to held steady.
4. Maintenance contracts have been modified.
5. Building and library supply vendors have been aggressively sought to decrease operating expenses.

6. A pay phone replaced a public use free local phone.
7. Fees are charged for internet use by those ineligible for a card and out-of-state visitors.
8. Internet management software was installed to minimize the amount of staff time required to manage public Internet use.
9. Installation of print management software to increase revenue from Internet printing is planned.
10. Comparison shopping is standard for equipment purchases.
11. Collaborative purchases and service delivered by the South Central Library system minimize our costs. Our membership in the system brings us over $265,000 in services.

COST SAVINGS MEASURES:

Formed Joint Library with Town of McMillan – 2000
- $455,558 in revenue 2000 – 2005

Subscription fees instituted for Clark & Marathon County Residents – 1996
- $60,369 in revenue 2000-2005

Increased fines
- $ 26,085 in total 2002 – 2005 above the annual average of $27,580 for 1999-2001. – $179,304 in total fine revenue 2000-2005

Internet user fees for non-residents and others ineligible for a library card – 2004 -2005
- $890 in revenue 2004 to date

Public Phone use fees – 2004-2005
- $678 in revenue 2004 to date

Delivery Service – two days provided by South Central Library System and one day provided by Wood County
- $18,192 in service paid for by others from 2000 – 2005

Exempted from Wood County Library taxes 2000 – 2005
- $1,816,853 not paid by city residents to Wood County for library taxes

Grants from South Central Library System, Federal and WI Humanities Council
- $22,661 approximate total 2000 - 2005

Marshfield Public Library Foundation paying on land contract
- Payments 2002-2005 total $10,952

Internet Management Software installed September 2003 to bring greater efficiency
- Users went from 66 per day in 2001 to 330 Internet users per day in 2004

Membership in South Central Library System (SCLS)
- Collaborative purchases and services delivered by SCLS minimize our costs. Membership in the system brings us over $265,000 in services.
- Saved $9,000 in 2003 by using the SCLS Building Consultant.

Reconfigured staff to eliminate liability for rapidly increasing benefits, while bringing greater scheduling flexibility.

Library Systems Analyst – by hiring an IT specialist we are able to save programming, software and hardware maintenance and purchase replacement PCs at more competitive prices in a downward trend that shows in the difference between these costs in 2002 and 2006. Switching to network laser printers also saved printer replacement & toner costs.

	2002	2006
Contracted Programming	$19,450	$ 500
Dynix Hardware & Software Maintenance	$20,683	$17,621
Staff travel changes due to web & videoconferencing	$ 9,727	$ 3,843
PC Replacement Cost Each	$ 1,300	$ 800
Total	$51,160	$22,764

Director's travel - American Library Association Annual Conference eliminated - approx. $2,000 saved 2004 – 2005.

Replacement of carpeting, a security system and roof replacement were delayed to meet budget and CIP parameters in previous years.

SCHEDULE OF DEPARTMENT EXPENDITURES:

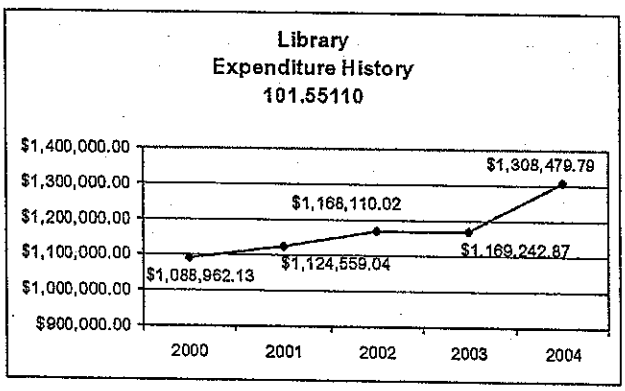
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$1,308,480	$1,278,837	$1,275,127	$1,313,102

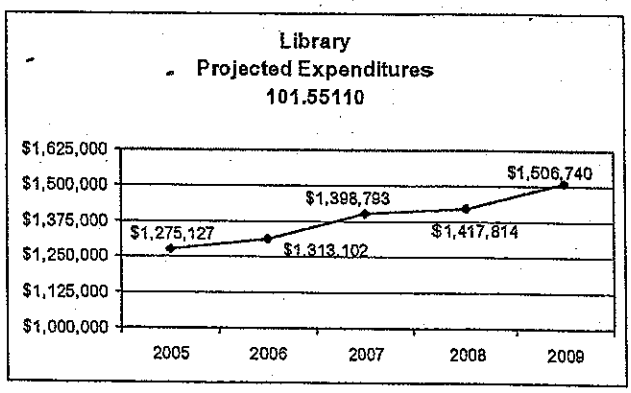
DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Library Director	M-3 Library Plan	1.0	1.0
Librarian II	M-2 Library Plan	1.0	1.0
Librarian I	M-1 Library Plan	2.0	2.0
Lib. System Analyst	M-1 Library Plan	1.0	1.0
Custodian	12 – Library MN Plan	1.0	1.0
Library Asst. III/Admin Asst.	5- Library NM Plan	1.0	1.0
Library Asst. II	4 – Library NM Plan	3.25	3.25
Library Asst. I	3 – Library NM Plan	.48	.48
Lib. Spec. III	8 – Library NM Plan	5.25	5.25
Lib. Spec. I	6 – Library NM Plan	3.5	3.5
Total		19.48	19.48

NM Plan: Non-Management Pay Plan

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
LIBRARY						
PROJECT						
PERSONAL SERVICES	833,952.31	906,116.00	901,692.00	937,273.00	937,273.00	
CONTRACTUAL SERVICES	100,157.67	116,240.00	113,758.00	111,411.00	111,411.00	
SUPPLIES AND EXPENSES	230,742.68	219,665.00	223,210.00	221,455.00	221,455.00	
BUILDING MATERIALS						
FIXED CHARGES	15,325.74	17,413.00	17,071.00	16,721.00	16,721.00	
DEBT SERVICE	2,737.56	2,738.00	2,738.00	2,737.00	2,737.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	125,563.83	16,665.00	16,658.00	23,505.00	23,505.00	
COST REALLOCATIONS						
TOTALS: PROJECT	1,308,479.79	1,278,837.00	1,275,127.00	1,313,102.00	1,313,102.00	
TOTALS: LIBRARY	1,308,479.79	1,278,837.00	1,275,127.00	1,313,102.00	1,313,102.00	

PARKS AND RECREATION DEPARTMENT SUMMARY

MISSION STATEMENT:

The Marshfield Parks & Recreation Department is a service organization dedicated to providing quality recreation opportunities for the citizens of Marshfield that are both accessible and affordable and to plan, promote, acquire, develop, and maintain parks and recreation facilities to enhance the City of Marshfield and meeting the recreational needs of the community.

SERVICES AND WORK PROGRAMS:

A. Administration

- Provide an efficient, well-trained staff to administer parks and recreation services as a direct provider and as a facilitator
- Provide information and referral services on various community leisure services
- Analyze community interests and needs in order to develop programs and facilities
- Schedule and coordinate use of Parks and Recreation Department facilities
- Market and publicize community parks and recreation services
- Cooperate with organizers of community wide activities and events sponsored by community civic organizations
- Provide a quality youth swim lesson program, for residents of Marshfield, in the most cost-effective manner
- Solicit, train and coordinate volunteers to assist with department programs, special events, and facility maintenance
- Provide management services associated with maintenance, utilization and development of city owned properties at the fairgrounds. Attend Fair Commission meetings
- Provide leadership and direction to implement orderly and planned development of new leisure facilities and the renovation of existing facilities
- Effectively manage and supervise the collection of user fees
- Attend and participate in meetings of the city government and associated organizations
- Develop and monitor operational budgets, revenues, and expenditures
- Administer contract service agreements
- Manage and supervise department personnel

B. Programs

- Plan, organize, and evaluate a year-round recreation program for all ages and interests
- Provide youth activities in preschool programs, aquatics, athletics, arts and drama, trips, instructional programs, and special events
- Provide adult activities in aquatics, athletics, instructional programs, special events, and fitness
- Provide activities and services for older adults including social recreation activities, educational programs, arts and drama, and special events
- Provide support services for programs and activities sponsored by clubs, schools, and civic organizations

C. Facilities

- Acquire, develop, and maintain a system of park and recreation facilities, which meet the needs of the community in accordance with standards developed by the National Recreation and Parks Association
- Operate and maintain quality baseball, softball and soccer fields which include one lighted regulation baseball diamond, three lighted softball diamonds, three youth baseball diamonds, and four soccer fields; assist in the preparation and maintenance of two youth baseball fields and four soccer fields at UW Marshfield/Wood County
- Operate and maintain an outdoor municipal swimming pool and provide public use of the indoor Senior High School pool for recreational swimming
- Provide and maintain outdoor court facilities for tennis, basketball, and horseshoes including 10 lighted tennis courts, 13 lighted horseshoe courts, three basketball courts, and two disc golf courses (Hefko Pool – 9 holes and Braem Park – 18 holes).
- Provide and maintain outdoor ice skating rinks at Pickle Pond and Steve J. Miller recreation area
- Develop, operate, and maintain community and neighborhood parks which provide amenities including playgrounds, shelters, picnic facilities, flower beds, and restrooms that comply with the Americans with Disabilities Act
- Manage and maintain woodland and urban forest areas within city parks
- Assist in operation and maintenance of a Senior Community Center which provides activity and meeting space necessary for senior and community programs and services
- Operate and maintain an indoor tennis court and an indoor racquetball court
- Operate and maintain a community zoo for the purpose of providing education, recreation, and conservation of wildlife and natural areas striving to meet the standards for animal care identified by the American Zoo and Aquarium Association
- Coordinate utilization and maintenance of city owned fairground properties
- Schedule and maintain the Wildwood Station building in Wildwood Park, a year round facility available for use by the public for meetings, family gatherings, and special events.
- Manage and maintain the skate park facility at Braem Park
- Manage and maintain city-wide pedestrian/bicycle trails including: Wildwood Station Trail (1.5 miles), Veterans' Parkway Trail (2+ miles – stone surface extension from 8th St. to 29th St. added in 2005), Mill Creek Trail (3 miles), Galvin Road Trail (1 mile – new 2006), Weber Park Trail (.5 mile asphalt surface added in 2005), and Airport Connector Trail (>.5 miles – asphalt surfaced in 2005)
- Manage and maintain Oak Avenue Community Center, a year round facility used for a variety of community events, organizational activities, Park and Recreation Department programs, YMCA programs and numerous private functions.

PROGRAM SUMMARY AND BUDGET HIGHLIGHTS:

The recommended 2006 budgets for the Parks and Recreation Department total $1,388,316, an increase of $20,134 or 1.5%, above the combined 2005 budgets of $1,368,182. Revenue adjustments anticipate an additional amount of $21,000 in 2006.

Highlights of the recommended 2006 budget include the following:

1. Administration, 101.55310:

Administration expenditures increased by $2,334 with the majority of the increase being personal service costs ($8,962). These increases in personal service costs were offset by decreases in contractual services and supplies and expenses. The major change in this budget is the removal of all expenditures/revenues related to the development of the three department program brochure. The Buyers Guide will now do this. By doing this expenditures and revenues decreased $7,000 and $6,500 respectively. Revenues also reflect the non-resident fees collected totaling $6,626 as administrative services charges. This budget is funded by tax levy and fees.

2. Oak Avenue Community Center, 101.55150:

The recommended 2006 budget for the Oak Avenue Community Center is $32,772, a decrease of $6,421 below the 2005 budget of $39,193. The majority of this decrease is in contractual services ($7,667). The 2005 budget included money to refinish the gym floor, lock replacements and the heater trap replacement. This decrease is offset by an increase in utility costs. All other expenditures are typical for this activity. This budget is funded by tax levy, building rental fees, user fees and vending ($9,160).

3. Parks, 101.55210:

The recommended 2006 budget is $608,118, an increase of $24,467 over the 2005 budget of $583,651. This is attributed to increases in utility costs, contractual service costs, and supplies and expense. Personal service costs were reduced by shifting a .10 FTE employee to the zoo budget to more accurately reflect where the costs are being incurred.

The 2006 budget includes $39,720 for contractual services for mowing services.

Rental equipment costs were increased $2,000 to reflect a change where equipment will be rented from outside vendors when the rates are more cost effective.

This budget is funded primarily by tax levy and some user fees.

4. Recreation Programs, 101.55321:

The recommended 2006 budget is $47,574, a decrease of $11,128 from the 2005 budget of $58,702. This decrease is primarily the result of removing the girls' senior league basketball program, two baseball coordinator positions, and the discontinuance of the travel trip program. All other expenditures are typical for this kind of activity. No capital outlay is requested for 2006.

The Youth Program portion of this budget provides activities that deal with various youth programs throughout the year. Revenues are adjusted annually to reflect estimated participation levels. This budget is subsidized by the WPRA Ticket program monies, used to offer youth and teen trips at a reduced cost, and ticket sales to other sponsored events. Total estimated revenues for 2006 are $32,767. The balance of the budget is subsidized by tax levy.

5. Tennis/Racquetball Center, 101.55327:

The recommended 2006 budget totals $35,702, an increase of $1,699 or 5.0% above the adopted 2005 budget of $34,003. This increase is primarily due to utility costs. No capital outlay is requested for 2006.

Revenue projections for 2006 are $38,885 which will offset operating costs. Revenues include $806 from the implementation of a non-resident fee for the use of the facility. The non-resident fees were implemented in 2004.

6. Adult Athletic Leagues, 101.55328:

This budget, totaling $20,113, provides activities that include the men's basketball league and the volleyball leagues. Estimated 2006 revenues total $20,199. Expenditures are typical for this kind of activity.

7. Zoo, 101.55410:

The recommended 2006 budget is $239,413, a decrease of $2,807 or 1.2% below the 2005 budget of $242,220.

Costs increased in both the personal services category, $9,823, and supplies and expenses, $6,218. The increase in personal service costs is attributable, in part, to the reallocation of a .10 FTE employee from the Parks budget to this budget to more accurately reflect the actual cost incurred. The 2005 budget, as adjusted, included a $20,000 donation for the Native Garden Project. Both this expenditure and revenue are not included in the 2006 budget. The increase in supplies and expenses is due to animal feed and supplies. The budget does include $6,054 for the zoo education coordinator position with off-setting revenues from the Zoological Society. All other expenditures are typical for this kind of activity.

There are no capital equipment requests in the 2006 budget.

The majority of this budget is funded by tax levy; additional revenue ($10,016) comes from vending machines and a grant.

8. Aquatics, 101.55420:

The aquatic budget includes the costs to operate both the Hefko outdoor swimming pool and the indoor swimming programs offered at the Senior High School. In addition, the cost to the city to have the YMCA provide swim lessons for city residents is also shown in this budget. The aquatics budget was developed with the assumption that a new or renovated outdoor swimming pool facility will not be completed. The expenditures for the aquatic budget are $71,043 with projected revenues of $41,973. Personal service costs increased $2,074 for the Free Swim staffing and seasonal wage adjustments. Contractual services were increased $1,205 due to utility and heating costs. There are no capital equipment requests in 2006.

This budget is funded by tax levy (41%) and user fees (59%). Revenues include a projected increase in swim passes for 2006.

9. Fairgrounds, 101.55480:

This budget increases the expenditures by $9,064 to $74,749. Revenues also increased by $3,875 to $39,675. Personal service costs increased $3,187. Contractual service costs also increased $4,695 primarily due to utility costs. There are no capital outlay requests in 2006. Other expenditures are typical for this kind of activity.

$25,000 has been requested in the 420 Capital Improvement Budget for the Fair Commission to assist with major improvements at the Fairgrounds..

The budget is funded by tax levy (47%) and fees/rental (53%).

SCHEDULE OF DEPARTMENT EXPENDITURES:	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
1. Parks/Recreation Administration	$237,671	$256,498	$256,181	$258,832
2. Oak Avenue Community Center	37,946	39,193	39,341	32,772
3. Parks Operation/Maintenance	551,327	583,651	587,721	608,118
4. Recreation Programs	45,145	58,702	54,022	47,574
5. Tennis/Racquetball	29,027	34,003	32,970	35,702
6. Adult Athletic Leagues	13,767	20,338	18,631	20,113
7. Zoo Operation/Maintenance	217,458	242,220	222,643	239,413
8. Aquatic Facilities	77,112	67,892	67,405	71,043
9. Fairgrounds	67,688	65,685	66,317	74,749
TOTAL	$1,277,141	$1,368,182	$1,345,231	$1,388,316

COST SAVING MEASURES

Modifications made by staff to reduce, maintain, or minimize increase of tax levy for Parks & Recreation Department Services

2006 (Proposed Budget Request)

- Reduced various accounts in most budgets to offset addition of $5,141 for Public Fire Protection Charges, 6% increase in motor pool charges, 20% increase in electric charges, and 3% sewer charge increase and 2% natural gas increase.
- Increased fees for majority of services including park shelters, athletic fields, fairground buildings, recreation programs, Oak Avenue Community Center, swimming pools, and Tennis/Racquetball Center.

2005

- Contracted out the layout, printing, ad sales, and distribution of the Fall department program brochure to Buyer's Guide. This allowed clerical staff to perform other functions plus saved some direct costs through reduced postage. In 2006 all three brochures will be developed this way.
- Eliminated attendant for late night swims at Hefko Pool ($288)
- Eliminated all subsidized travel trips (Powder Horn ski trip and Milwaukee Zoo)through Parks and Recreation Department ($1,100)
- Eliminated chair rack and table purchases for Oak Avenue Community Center ($1,400).
- Reduced asphalt patching/replacement for park roads and parking lots ($2,000).
- Removed funding for new/replacement park tree plantings ($1000).
- Reduced park staff training and education ($1,370).
- Deferred maintenance and/or adjusted procedures to provide reduction in park repair and maintenance supply accounts ($1,610).
- Eliminate two seasonal park maintenance positions ($8400).
- Eliminated all professional memberships and subscriptions ($925)
- Eliminated travel mileage for department head, WPRA conference training for supervisor and 50% of clerical training ($903)
- Reduced seasonal secretary hours by 50% ($2,773).
- Eliminated seasonal baseball coordinator position including travel costs ($3150).
- Reduced seasonal recreation supervisor hours by 25% ($2,100)
- Eliminated city employee United Way incentives ($350).
- Eliminated profession memberships for zoo keeper ($230)
- Reduced zoo operation supplies ($395).
- Eliminated the morning free swim program at Hefko Pool ($2,597).
- Reduced Hefko Pool operation hours by closing 1 hour earlier each evening ($2,937).

- Restructured Hefko Pool maintenance staffing ($884).
- Deferred maintenance on pumps at Hefko Pool ($1,000)
- Eliminated purchase of new benches and tables at Hefko Pool ($1,200).
- Eliminate warming house at Steve J. Miller Recreation Area & eliminate ice rinks at 8th & Hemlock, Forest Ridge, and Braem Park (estimate savings of $3,000 in seasonal rink supervisor wages plus some overtime hours for rink maintenance and utilities savings).
- Installed new heat traps and set back thermostats at Oak Avenue Community Center attempt to make heating system more efficient (estimate 10% reduction in natural gas consumption or approximately $1,000 to $1,500).
- Reduced summer open swim hours at Senior High swimming pool (estimate expenditure reductions of $1,400).
- Renegotiated agreement with UW-Marshfield/Wood County to return mowing and turf grass maintenance cost to the UW yet still allow use of athletic field areas (estimate $1,260 of increased revenue).

2004

- Eliminated full time maintenance staff position.
- Eliminated 2 seasonal locker room attendant positions at Hefko Swimming Pool and installed coin operated lockers.
- Converted to contracted mowing services for all department grass mowing.
- Replaced gym lighting at Oak Avenue Community Center with metal halide lighting to reduce electrical, rental equipment and labor costs.
- Zoological Society agreed to fund an education/special event coordinator position to allow zoo maintenance staff to provide more time for animal care.
- Removed pay telephones from Wildwood Station, Oak Avenue Community Center, and Fairgrounds.
- Eliminated warming houses at 8th & Hemlock and Braem Park ice skating rinks to reduce utilities and labor costs.
- Contracted pool chemical services at Hefko Swimming Pool.
- Implemented user fees for softball and baseball facilities to increase revenues.
- Implemented non resident fees for participation in adult volleyball and basketball programs.
- Implemented rental fees for use of Oak Avenue Community Center for adult volleyball leagues.

2003

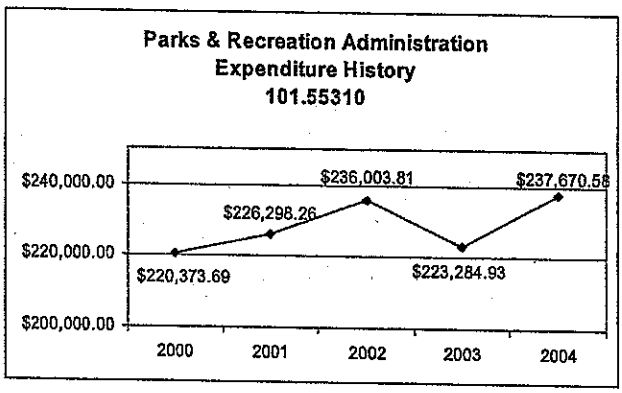
- Completed renovation of old waste water treatment building to provide centralized park maintenance shop.
- Implemented user fee for baby pool users at Hefko Swimming Pool and a fee for non residents using the a.m. swim.
- Focused on increased use of volunteers for maintenance at zoo and in park landscape areas.
- Reached cooperative agreement with Zoological Society to allow Parks and Recreation Department to retain revenue collected from the zoo vending machines and corn feeders.

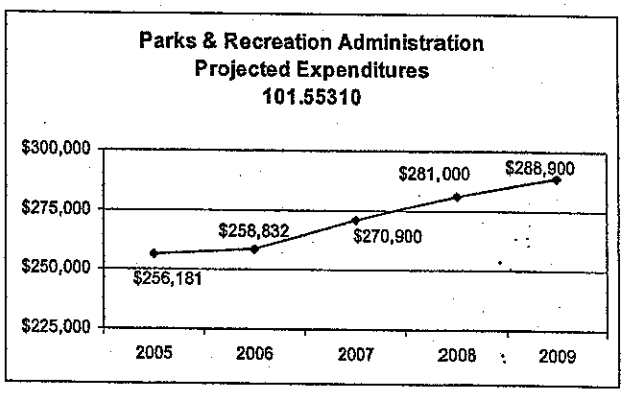
2002

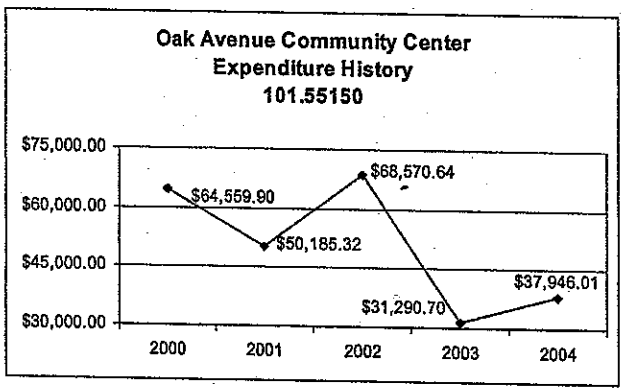
- Grouped all city vending machines under one contract and solicited bids. Result was an increase in revenues.
- Contracted snow removal at fairgrounds and Griese Park. Resulted in reduction of overtime and motor pool charges.
- Eliminated restroom at Praschak Wayside reducing utilities and supply costs.
- Increased efforts to implement donated food products from local grocery stores for zoo animal feed. It is estimated that 30% of animal feed comes from donated sources.

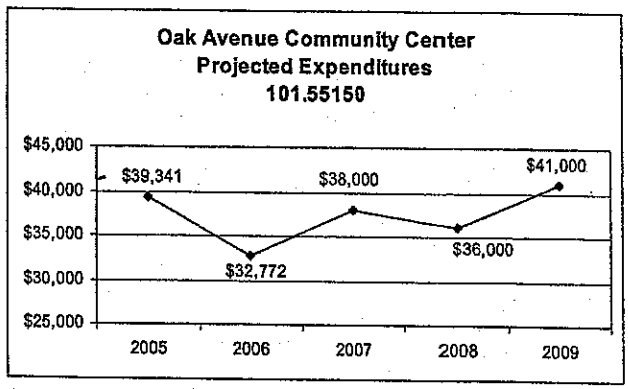
DEPARTMENT STAFFING (FTE:	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Parks/Recreation Director	D/6/1	1.0	1.0
Parks/Recreation Supervisor II	C/4/2	1.0	1.0
Parks/Recreation Maintenance Supervisor	C/4/2	1.0	1.0
Secretary	AFSCME	2.0	2.0
Equipment Operator III	AFSCME	1.0	1.0
Equipment Operator II	AFSCME	2.0	2.0
Equipment Operator I	AFSCME	3.0	3.0
TOTAL		11.0	11.0

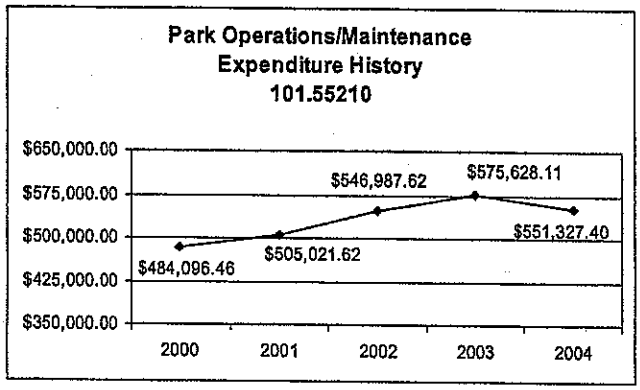
GRAPHS:










Park Operations/Maintenance
Expenditure History
101.55210
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$575,000.00
$500,000.00
$425,000.00
$350,000.00
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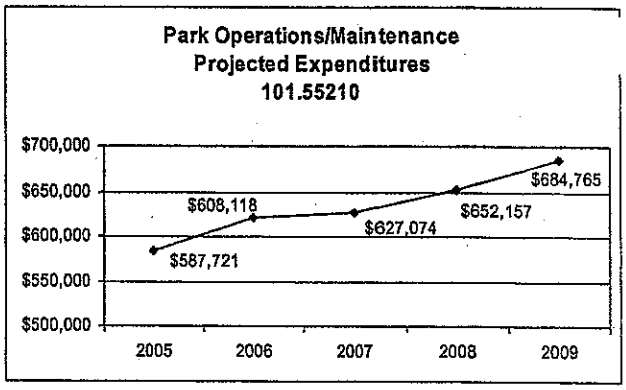
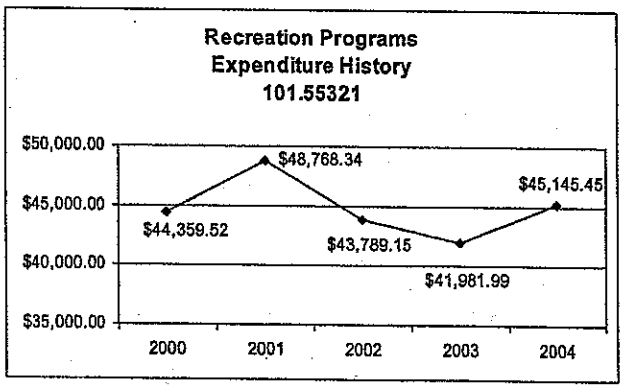
$551,327.40
2000
2001
2002
2003
2004


Park Operations/Maintenance
Projected Expenditures
101.55210
$700,000
$650,000
$600,000
$550,000
$500,000
$587,721
$608,118
$627,074
$652,157
$684,765
2005
2006
2007
2008
2009


Recreation Programs
Expenditure History
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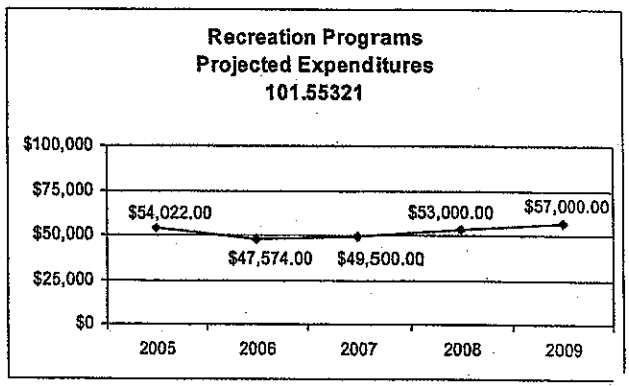
$50,000.00
$45,000.00
$40,000.00
$35,000.00
$44,359.52
$48,768.34
$43,789.15
$41,981.99
$45,145.45
2000
2001
2002
2003
2004


Recreation Programs
Projected Expenditures
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$100,000
$75,000
$50,000
$25,000
$0
$54,022.00
$47,574.00
$49,500.00
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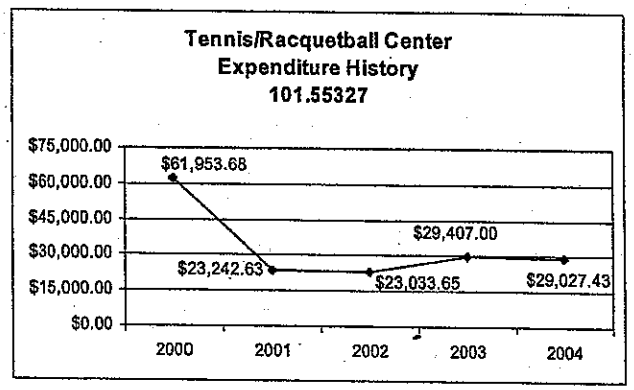
2005
2006
2007
2008
2009


Tennis/Racquetball Center
Expenditure History
101.55327
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$60,000.00
$45,000.00
$30,000.00
$15,000.00
$0.00
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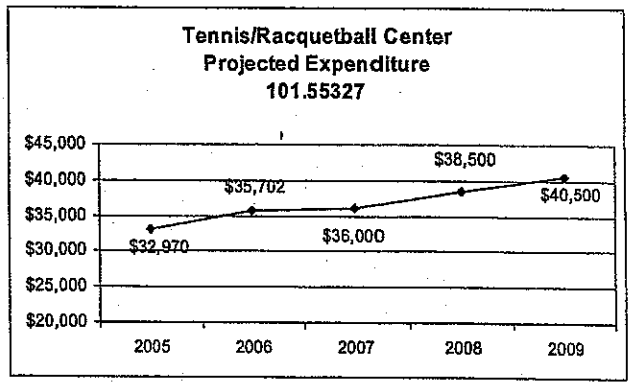
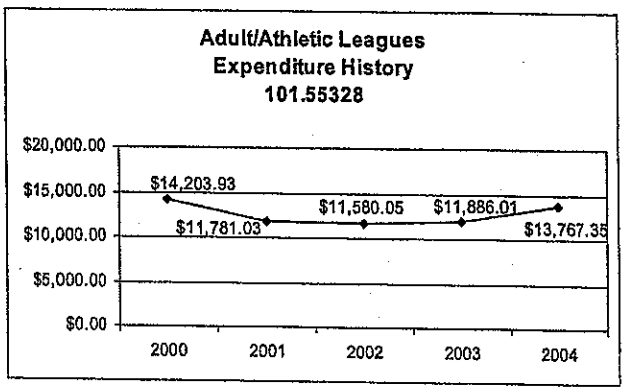
$23,242.63
$23,033.65
$29,407.00
$29,027.43
2000
2001
2002
2003
2004


Tennis/Racquetball Center
Projected Expenditure
101.55327
$45,000
$40,000
$35,000
$30,000
$25,000
$20,000
$32,970
$35,702
$36,000
$38,500
$40,500
2005
2006
2007
2008
2009


Adult/Athletic Leagues
Expenditure History
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$15,000.00
$10,000.00
$5,000.00
$0.00
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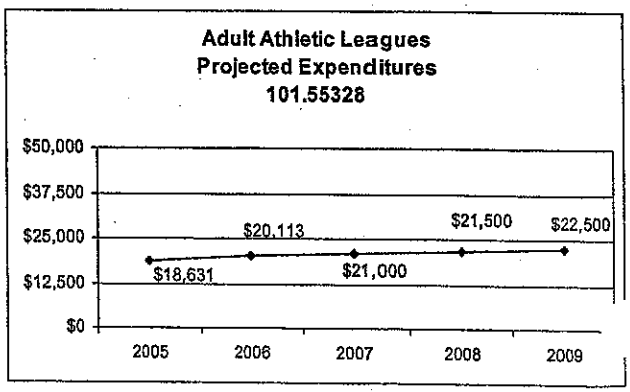
$11,886.01
$13,767.35
2000
2001
2002
2003
2004


Adult Athletic Leagues
Projected Expenditures
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$37,500
$25,000
$12,500
$0
$18,631
$20,113
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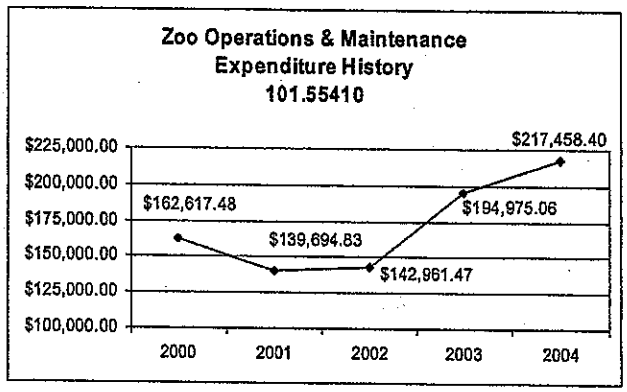
2005
2006
2007
2008
2009


Zoo Operations & Maintenance
Expenditure History
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$200,000.00
$175,000.00
$150,000.00
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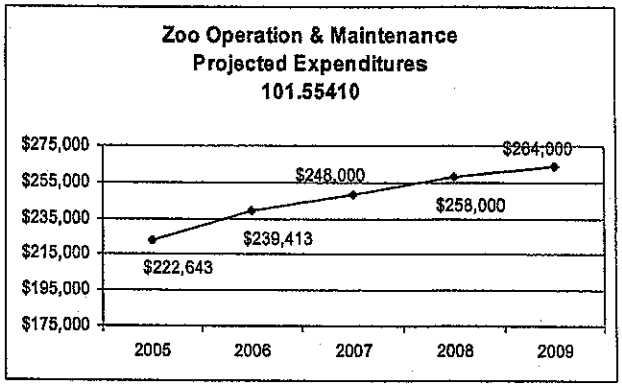
2000
2001
2002
2003
2004


Zoo Operation & Maintenance
Projected Expenditures
101.55410
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$255,000
$235,000
$215,000
$195,000
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$222,643
$239,413
$248,000
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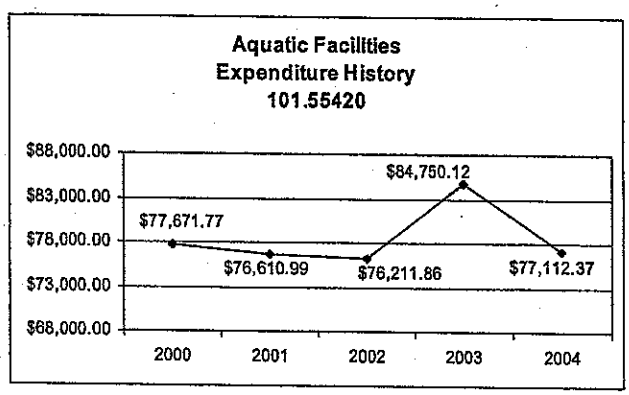
2005
2006
2007
2008
2009


Aquatic Facilities
Expenditure History
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$83,000.00
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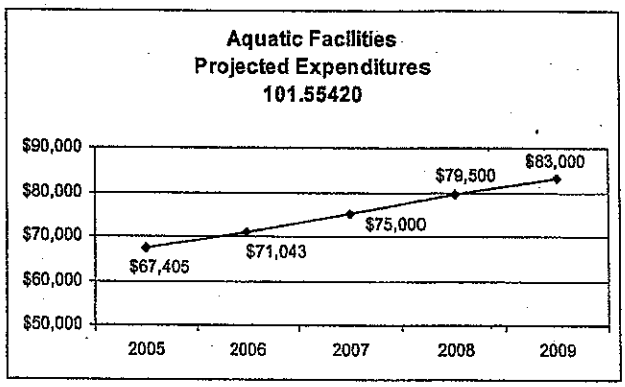
2000
2001
2002
2003
2004


Aquatic Facilities
Projected Expenditures
101.55420
$90,000
$80,000
$70,000
$60,000
$50,000
$67,405
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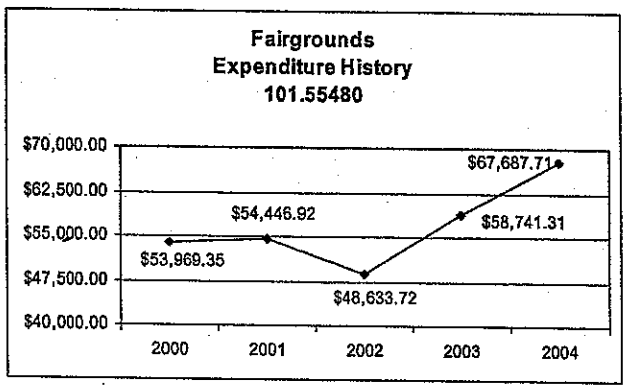
2005
2006
2007
2008
2009


Fairgrounds
Expenditure History
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$70,000.00
$62,500.00
$55,000.00
$47,500.00
$40,000.00
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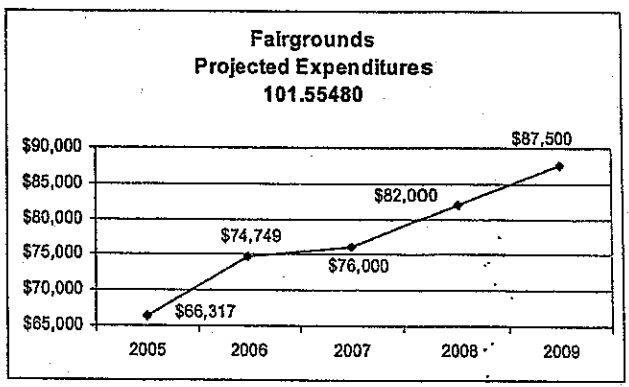
$67,687.71
2000
2001
2002
2003
2004


Fairgrounds
Projected Expenditures
101.55480
$90,000
$85,000
$80,000
$75,000
$70,000
$65,000
$66,317
$74,749
$76,000
$82,000
$87,500
2005
2006
2007
2008
2009

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKS & RECREATION ADMINSTRN						
PROJECT						
PERSONAL SERVICES	224,395.41	242,652.00	244,707.00	251,614.00	251,614.00	
CONTRACTUAL SERVICES	3,433.15	3,979.00	2,673.00	686.00	686.00	
SUPPLIES AND EXPENSES	9,817.85	9,867.00	8,742.00	6,532.00	6,532.00	
BUILDING MATERIALS			57.00			
DEBT SERVICE	24.17		2.00			
TOTALS: PROJECT	237,670.58	256,498.00	256,181.00	258,832.00	258,832.00	
TOTALS: PARKS & RECREATION ADMIN	237,670.58	256,498.00	256,181.00	258,832.00	258,832.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARK OPERATIONS/MAINTENANCE						
PROJECT						
PERSONAL SERVICES	308,577.47	321,253.00	324,440.00	332,380.00	332,380.00	
CONTRACTUAL SERVICES	115,345.38	126,259.00	126,760.00	138,083.00	138,083.00	
SUPPLIES AND EXPENSES	117,171.55	118,908.00	118,929.00	124,601.00	124,601.00	
BUILDING MATERIALS	9,119.11	13,956.00	14,317.00	9,516.00	9,516.00	
FIXED CHARGES	816.09	3,275.00	3,265.00	3,538.00	3,538.00	
DEBT SERVICE	233.35		10.00			
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	64.45					
COST REALLOCATIONS						
TOTALS: PROJECT	551,327.40	583,651.00	587,721.00	608,118.00	608,118.00	
TOTALS: PARK OPERATIONS/MAINTENA	551,327.40	583,651.00	587,721.00	608,118.00	608,118.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OAK AVENUE COMMUNITY CENTER						
PROJECT						
PERSONAL SERVICES	2,237.72	4,490.00	4,490.00	5,247.00	5,247.00	
CONTRACTUAL SERVICES	28,735.54	31,646.00	30,784.00	23,979.00	23,979.00	
SUPPLIES AND EXPENSES	4,719.24	1,550.00	1,550.00	1,300.00	1,300.00	
BUILDING MATERIALS	10.73					
FIXED CHARGES	2,217.34	1,507.00	2,517.00	2,246.00	2,246.00	
DEBT SERVICE	25.44					
TOTALS: PROJECT	37,946.01	39,193.00	39,341.00	32,772.00	32,772.00	
TOTALS: OAK AVENUE COMMUNITY CEN	37,946.01	39,193.00	39,341.00	32,772.00	32,772.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
RECREATION PROGRAMS						
PROJECT						
PERSONAL SERVICES	39,189.45	39,527.00	39,332.00	35,827.00	35,827.00	
CONTRACTUAL SERVICES	1,083.86	2,520.00	1,096.00	376.00	376.00	
SUPPLIES AND EXPENSES	3,448.14	9,662.00	6,599.00	4,968.00	4,968.00	
FIXED CHARGES	1,074.00	6,993.00	6,995.00	6,403.00	6,403.00	
GRANTS CONTRIB INDEMNITIES	350.00					
TOTALS: PROJECT	45,145.45	58,702.00	54,022.00	47,574.00	47,574.00	
TOTALS: RECREATION PROGRAMS	45,145.45	58,702.00	54,022.00	47,574.00	47,574.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TENNIS/RACQUETBALL CENTER						
PROJECT						
PERSONAL SERVICES	13,222.24	17,531.00	16,370.00	17,688.00	17,688.00	
CONTRACTUAL SERVICES	14,967.45	15,632.00	15,760.00	17,174.00	17,174.00	
SUPPLIES AND EXPENSES	834.42	840.00	840.00	840.00	840.00	
BUILDING MATERIALS	3.32					
TOTALS: PROJECT	29,027.43	34,003.00	32,970.00	35,702.00	35,702.00	
TOTALS: TENNIS/RACQUETBALL CENTE	29,027.43	34,003.00	32,970.00	35,702.00	35,702.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ADULT ATHLETIC LEAGUES						
PROJECT						
PERSONAL SERVICES	12,390.03	14,519.00	12,812.00	13,534.00	13,534.00	
SUPPLIES AND EXPENSES	1,377.32	1,347.00	1,347.00	1,347.00	1,347.00	
FIXED CHARGES		4,472.00	4,472.00	5,232.00	5,232.00	
TOTALS: PROJECT	13,767.35	20,338.00	18,631.00	20,113.00	20,113.00	
TOTALS: ADULT ATHLETIC LEAGUES	13,767.35	20,338.00	18,631.00	20,113.00	20,113.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ZOO OPERATION & MAINTENANCE						
PROJECT						
PERSONAL SERVICES	144,267.22	153,032.00	153,129.00	162,855.00	162,855.00	
CONTRACTUAL SERVICES	25,053.62	48,648.00	28,720.00	29,800.00	29,800.00	
SUPPLIES AND EXPENSES	40,322.54	38,340.00	38,384.00	44,433.00	44,558.00	
BUILDING MATERIALS	4,128.94	2,200.00	2,408.00	2,200.00	2,200.00	
FIXED CHARGES						
DEBT SERVICE	48.08		2.00			
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	3,638.00					
COST REALLOCATIONS						
TOTALS: PROJECT	217,458.40	242,220.00	222,643.00	239,288.00	239,413.00	
TOTALS: ZOO OPERATION & MAINTENA	217,458.40	242,220.00	222,643.00	239,288.00	239,413.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
AQUATIC FACILITIES						
PROJECT						
PERSONAL SERVICES	37,125.93	38,290.00	38,290.00	40,364.00	40,364.00	
CONTRACTUAL SERVICES	32,327.13	23,711.00	23,815.00	24,916.00	24,916.00	
SUPPLIES AND EXPENSES	5,957.56	4,016.00	3,500.00	3,888.00	3,888.00	
BUILDING MATERIALS						
FIXED CHARGES	1,701.75	1,875.00	1,800.00	1,875.00	1,875.00	
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	77,112.37	67,892.00	67,405.00	71,043.00	71,043.00	
TOTALS: AQUATIC FACILITIES	77,112.37	67,892.00	67,405.00	71,043.00	71,043.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FAIRGROUNDS						
PROJECT						
PERSONAL SERVICES	16,807.98	17,359.00	17,382.00	20,546.00	20,546.00	
CONTRACTUAL SERVICES	35,395.45	35,335.00	35,944.00	40,030.00	40,030.00	
SUPPLIES AND EXPENSES	9,457.71	6,840.00	6,840.00	7,228.00	7,228.00	
BUILDING MATERIALS	2,862.15	3,675.00	2,877.00	3,675.00	3,675.00	
FIXED CHARGES	3,164.42	2,476.00	3,274.00	3,270.00	3,270.00	
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	67,687.71	65,685.00	66,317.00	74,749.00	74,749.00	
TOTALS: FAIRGROUNDS	67,687.71	65,685.00	66,317.00	74,749.00	74,749.00	

CELEBRATIONS AND ENTERTAINMENT
101-55349

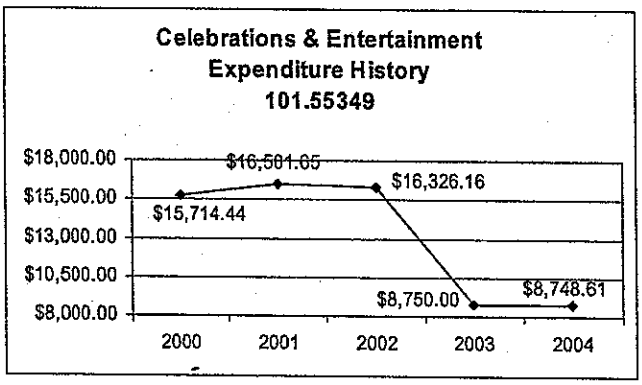
SUMMARY:

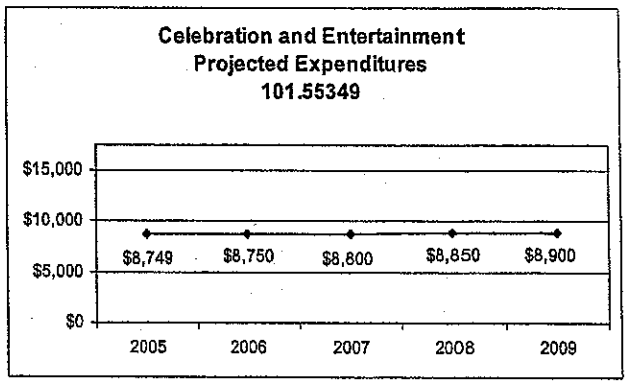
The recommended 2006 Celebrations and Entertainment budgets total $8,750, which is the same as the 2005 budget. This budget is supported entirely by tax levy.

In summary, the funding levels are as follows:

	Budgeted 2005 Contributions	Recommended 2006 Contributions
Palm Sunday Chorus	$750	$750
School Patrol	3,500	3,500
Civic Band	4,500	4,500
TOTAL	$8,750	$8,750

GRAPHS:





CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CELEBRATIONS & ENTERTAINMENT						
PROJECT						
GRANTS CONTRIB INDEMNITIES	8,748.61	8,750.00	8,749.00	8,750.00	8,750.00	
TOTALS: PROJECT	8,748.61	8,750.00	8,749.00	8,750.00	8,750.00	
TOTALS: CELEBRATIONS & ENTERTAIN	8,748.61	8,750.00	8,749.00	8,750.00	8,750.00	

UW COLLEGE - MARSHFIELD/WOOD COUNTY
101-55610

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

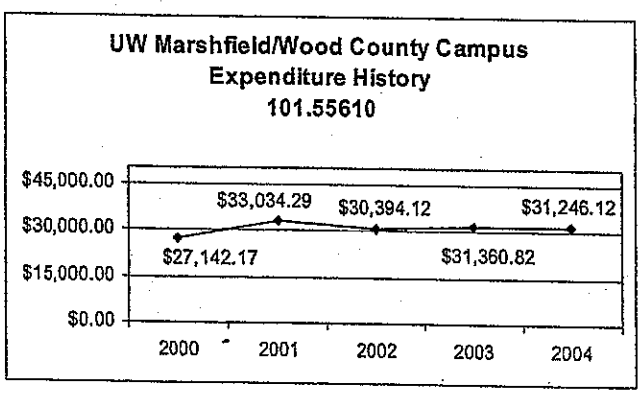
The recommended 2006 appropriation for the University of Wisconsin - Marshfield/Wood County is $44,828, an increase of $9,975 or 28.6% above the 2005 City appropriation of $34,853.

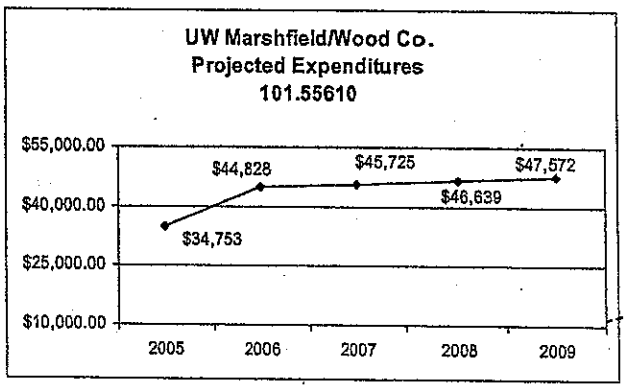
Of the total appropriation, $12,078 is earmarked for the City's proportionate share (50%) of insurance and bookkeeping expenses. An additional $31,575 is recommended to finance the City's share of ongoing maintenance to the structures and attached facilities. An additional $1,300 is budgeted for garbage pickup billed directly to the city.

Funding to complete enhancements to the facility totaling $40,000 is shown in capital projects fund #440. The enhancements include CIP Project UW-K-7305, asbestos abatement primarily located in the "horse shoe" office area in the Laird Building.

The above appropriations are funded entirely by tax levy. Wood County also appropriates an equal amount for this facility since it is jointly owned with the county.

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
UW MARSHFIELD/WOOD CO CAMPUS						
PROJECT						
CONTRACTUAL SERVICES	1,171.12	1,300.00	1,200.00	1,300.00	1,300.00	
GRANTS CONTRIB INDEMNITIES	30,075.00	33,553.00	33,553.00	43,528.00	43,528.00	
TOTALS: PROJECT	31,246.12	34,853.00	34,753.00	44,828.00	44,828.00	
TOTALS: UW MARSHFIELD/WOOD CO CA	31,246.12	34,853.00	34,753.00	44,828.00	44,828.00	

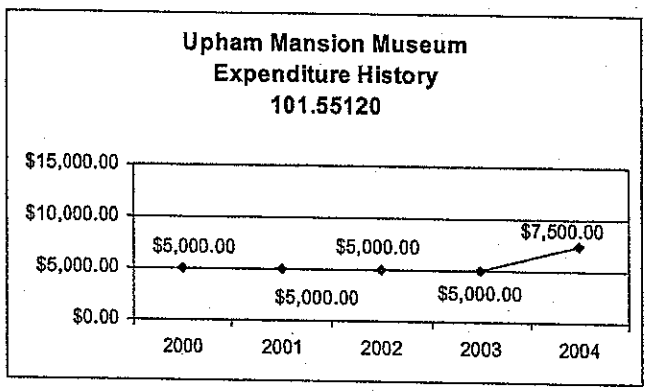
UPHAM MANSION
101-55120

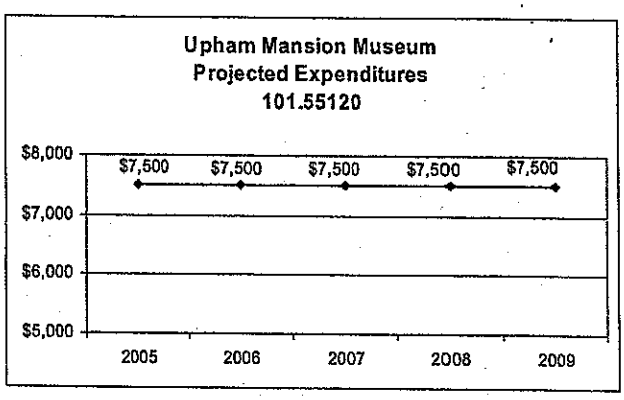
SUMMARY:

The recommended 2006 City appropriation to the Upham Mansion is $7,500, which is the same as the 2005 budget.

The restored home of former Wisconsin Governor William Henry Upham, the mansion is listed on the National Register of Historic Places and serves as a center of program activity for the North Wood County Historical Society.

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

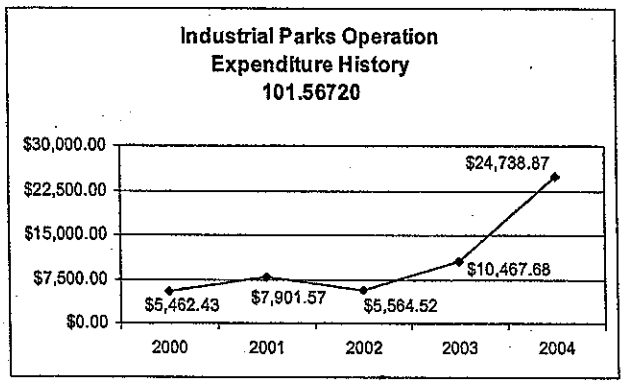
ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
UPHAM MANSION MUSEUM						
PROJECT						
GRANTS CONTRIB INDEMNITIES	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	
TOTALS: PROJECT	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	
TOTALS: UPHAM MANSION MUSEUM	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	

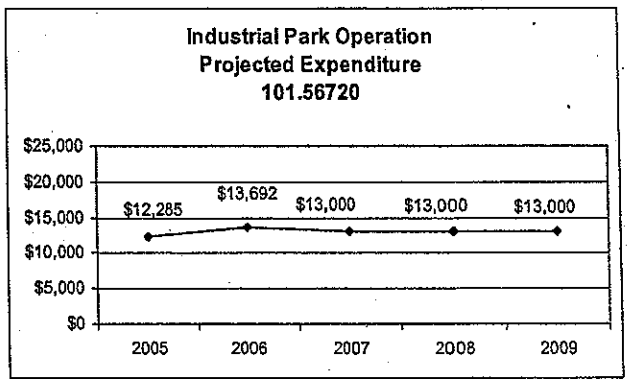
INDUSTRIAL PARK OPERATION AND DEVELOPMENT
101-56720

SUMMARY:

The Industrial Park Operation and Development budget includes appropriations for the ongoing maintenance of the East Industrial Park, Mill Creek Business Park, Yellowstone Industrial Park and the Air Industrial Park. The recommended 2006 budget of $13,692 includes monies for personnel costs for engineering/surveying ($3,167); professional services associated with the sale of land ($5,000); electricity ($900); mowing and landscape maintenance in the parks ($4,500); postage for agendas and meetings ($25); and filing fees for land transactions ($100). This budget is not intended to be used for development of the city's industrial parks. This budget is funded entirely by tax levy.

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
INDUSTRIAL PARK OPER & DEVEL						
PROJECT						
PERSONAL SERVICES	15,348.90	1,990.00	2,460.00	3,167.00	3,167.00	
CONTRACTUAL SERVICES	8,161.68	10,400.00	9,600.00	10,400.00	10,400.00	
SUPPLIES AND EXPENSES	1,228.29	125.00	225.00	125.00	125.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	24,738.87	12,515.00	12,285.00	13,692.00	13,692.00	
TOTALS: INDUSTRIAL PARK OPER & D	24,738.87	12,515.00	12,285.00	13,692.00	13,692.00	

PLANNING AND ECONOMIC DEVELOPMENT
101-56901

MISSION STATEMENT:

The mission of the Department of Planning & Economic Development is to provide the City Council, City Plan Commission, and other boards and commissions and citizens with expertise and recommendations in the areas of city planning, neighborhood and special areas planning, city development and redevelopment, zoning site plan review, subdivision plat review; historic preservation, land use-related ordinance development, growth and development monitoring and land use management, and begin the process for updating the comprehensive plan.

The Department's mission for economic development is to encourage and promote city-wide economic development activities by providing professional assistance and support programs that help create a business climate that enhances development. This department also coordinates development activities between the public and private sectors to stimulate development in a planned and orderly way.

STATEMENT OF WORK PROGRAMS AND SERVICES

The Director of Planning & Economic Development engages in and coordinates processes to ensure the planned, coordinated development of the City of Marshfield. In 2006 the work program of this Department will be to:

A. Encourage planned development within the city consistent with the goals and objectives of the 1994 Comprehensive Plan by:

- Providing for improved physical development of the city
- Coordinating public and private activities relating to development
- Continuing to refine and implement the city's comprehensive plan
- Updating city ordinances pertaining to development
- Developing appropriate computer systems to enable more efficient processing and improved analysis of permits and applications
- Assist neighborhood associations and downtown improvement districts in implementation of area plans and revitalization activities
- Encouraging community awareness of long-range planning issues and policies
- Coordinate activities and groups involved in downtown redevelopment

B. Encourage economic development within the city by:

- Help existing businesses expand and solve problems with retention and expansion issues
- Recruit new businesses to locate in the City of Marshfield
- Administer the city's loan programs
- Assist businesses with the city permit process and regulations
- Manage Mill Creek Business Park
- Keep an up-to-date file on commercial and industrial buildings and zoning districts
- Coordinate the city's economic development efforts with other local, state and federal organizations

COST SAVINGS MEASURES:

Planning departments typically do not have many areas from which to cut costs, as their budgets are almost exclusively personnel costs and consulting costs. The 2006 Budget is 59% personnel costs and 23% consulting costs.

Increased efficiencies (current and proposed) would include, in part:

- Consolidation and update of Zoning Ordinance basic regulations (permitted uses, setbacks, etc.) into two Excel spreadsheet tables, also placed on the web site.
- Completed development of planning and zoning procedural brochures (how to apply for a zoning change, variance, conditional use permit, annexation, local historic district).
- Update of presently disjointed and paper-only forms and permit applications.
- Most critically, the development and launch of the GIS has greatly reduced staff time in several areas and in many departments thanks in large part to the intranet application developed by the IT department in conjunction with the GIS Coordinator.
- The pending launch of the Internet application of the GIS will be another device to improved access for the general public to information via the City's website.
- Development of the DRT continues to be time saving for the Planning Department and builds inter-departmental cooperation. It is also a tremendous benefit to the development community and has met with great success in coordinating projects.
- Update of the comprehensive, downtown and parks and recreation plans.
- By utilizing engineering staff and summer interns, instead of consultants, to do some of the field work for GIS, this saved the city approximately $80,000.
- By coordinating with the MEWD, we now have live link to their utility database and they have a live link to our GIS data. This saves time for both entities by allowing them to have the information they need at their fingertips instead of across town.

All of these projects have improved and will continue to improve internal efficiencies and overall customer service.

Additional Revenue Sources:

Traditionally, Planning Departments do not provide significant sources of revenue to offset the costs of providing technical expertise to other departments and the public. The primary source for potential revenue is similar to that of other "technical services" departments, such as the Building Services Division: permit fees.

Presently, the Planning and Economic Department is not a direct recipient of any of the fees for the services it currently provides: Plan Commission items (conditional use permits, rezones, sign variances), Zoning Board of Appeals items (variances), and zoning review for permits (sign permits and building permits).

In 2004, the Plan Commission approved raising sign permit fees. Staff has begun a municipal fee schedule review. Not only could existing fees justifiably be increased and counted as revenue against the Department's expenditures, but several services, current and proposed, do not have any fee presently attached to them: DRT reviews, zoning ordinance verifications (often requested by developers for their financing/legal needs). The Board of Public Works did approve a fee schedule for map creation and digital data, which will hopefully help to offset some costs of maintaining a thorough up to date GIS system. We have also begun charging a fee for annexations. Additional revenues come in the form of grants for projects. I will be applying for a grant through the State for historic preservation. Should we receive that, it will be worth $18,000.

Potential Budget Reductions:

- Internalize additional facets of the GIS development in order to decrease or eliminate duplication of activities by consolidating all information in one location

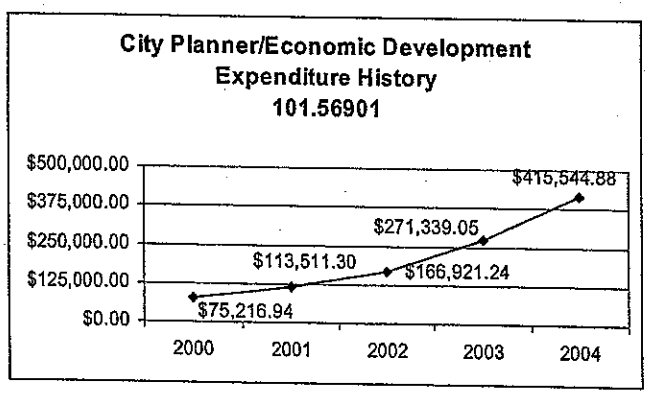
PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

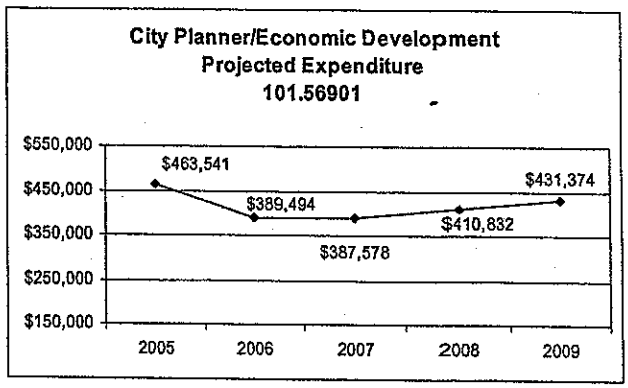
The recommended 2006 budget for the Director of Planning and Economic Development, is $389,494; a decrease of $74,158 below the 2005 budget of $463,652. The majority of the decrease is attributable to contractual services costs for professional and legal consulting services attributable to the Comprehensive Plan update which includes the Downtown Plan and the Parks and Recreation Outdoor Plan. The Comprehensive Plan was last updated in 1994; by statutory requirement, it must be updated to comply with the Smart Growth legislation. The comprehensive plan must be adopted as a whole plan, with nine required elements, following statutory requirements and procedures (Sec. 66.1001(4)(c)). The Parks and Recreation Outdoor Plan and the Downtown Plan both need to be updated and there are substantial cost savings to include these two plans as part of the comprehensive plan, since they are required elements. In addition to the personnel cost associated with the GIS Technician, an additional $22,068 is included in the 2006 IT budget for licenses, software maintenance agreement and the GIS internet interface. The budget also include $15,853 of personal service costs of the Engineering Division for continued enhancements and updates to the GIS system, more specifically, surveying on storm sewers. Other expenditures are typical for this kind of activity. The funding sources for the GIS system continues to be utility contributions and tax levy.

DEPARTMENT STAFFING (FTE:	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Director of Planning and Economic Development	C/5/2*	1.0	1.0
Planner/Zoning Administrator	C/4/4*	1.0	1.0
GIS Technician	C/4/1*	1.0	1.0
TOTAL		3.0	3.0

SCHEDULE OF DEPARTMENT EXPENDITURES:	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
TOTAL	$415,545	$463,652	$463,541	$389,494

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CITY PLANNER/ECON DEVELOPER						
PROJECT						
PERSONAL SERVICES	219,436.86	230,787.00	230,787.00	256,095.00	256,095.00	
CONTRACTUAL SERVICES	2,664.02	143,711.00	143,400.00	62,649.00	50,549.00	
SUPPLIES AND EXPENSES	17,031.36	14,086.00	14,086.00	16,877.00	16,877.00	
BUILDING MATERIALS						
FIXED CHARGES	1,078.52	568.00	768.00	873.00	873.00	
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	175,334.12	74,500.00	74,500.00	85,100.00	65,100.00	
COST REALLOCATIONS						
TOTALS: PROJECT	415,544.88	463,652.00	463,541.00	421,594.00	389,494.00	
TOTALS: CITY PLANNER/ECON DEVELO	415,544.88	463,652.00	463,541.00	421,594.00	389,494.00	

ROOM TAX FUND
PARK/ZOO IMPROVEMENTS
FUND 202

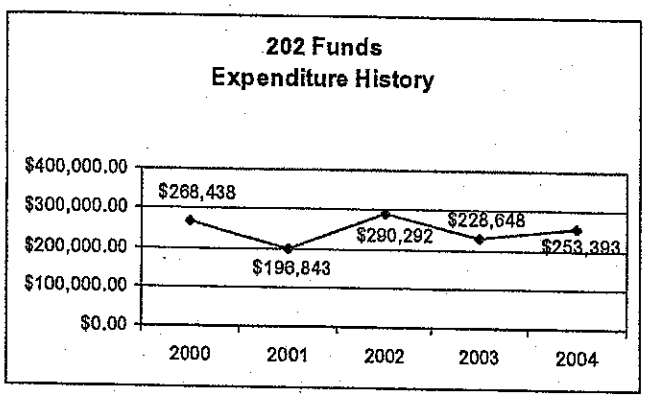
PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

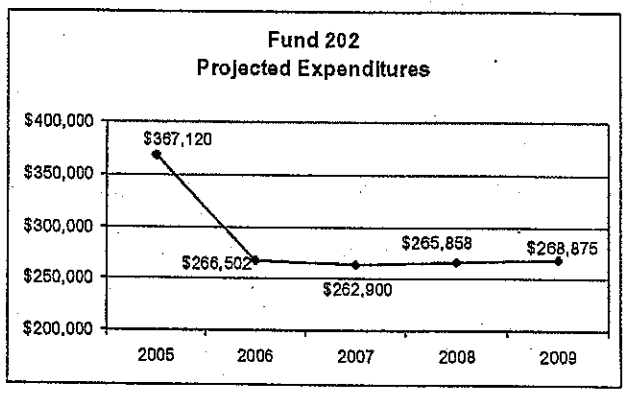
The recommended 2006 budgets for the Room Tax Fund total $266,502, all of which will be generated from 2006 room tax revenue. Revenues from the 4% room tax are divided equally between the Marshfield Convention and Visitor's Bureau and Park/Zoo projects. The Common Council passed Ordinance 874 on July 27, 1999, increasing the room tax from 4% to 6%. Of the additional 2% room tax, 30% is allocated to the city and 70% is allocated to the Marshfield Convention and Visitor's Bureau. In 2006, $145,000 will be transferred from the Room Tax Fund (202) to the Marshfield Convention and Visitors Bureau Fund (203) to finance their 2006 programs and grants. The balance of the room tax revenue, $121,502, supports park/recreation development.

The following is a summary of the sources and uses of funds for the 2006 budget:

Sources	
2006 Room Tax	$255,867
Fund Balance Applied	10,635
TOTAL	$266,502
Uses	
1. PR-L-2815, Veteran's Parkway Trail	$10,000
2. PR-L-2827, Braem Park Parking Lot maintenance	15,000
3. PR-L-2821, Columbia Park bandshell renovation	71,502
4. PR-L-2837, Park and facility identification signs	10,000
5. PR-L-2841, On road bike route signage/markings	15,000
6. Transfer to Convention & Visitor's Bureau	145,000
TOTAL	$266,502

GRAPHS


202 Funds
Expenditure History
$400,000.00
$300,000.00
$200,000.00
$100,000.00
$0.00
$268,438
$196,843
$290,292
$228,648
$253,393
2000
2001
2002
2003
2004


Fund 202
Projected Expenditures
$400,000
$350,000
$300,000
$250,000
$200,000
$367,120
$266,502
$262,900
$265,858
$268,875
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKS OUTLAY-ROOM TAX FUND						
TAXES						
PUBLIC ACCOMMODATION TAXES 202.41000.0000.41210	239,137.34	255,867.00	255,867.00	255,867.00	255,867.00	
TOTALS: TAXES	239,137.34	255,867.00	255,867.00	255,867.00	255,867.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 202.49000.0000.49300					10,635.00	
TOTALS: OTHER FINANCING SOURCES					10,635.00	
TOTALS: PARKS OUTLAY-ROOM TAX FUND	239,137.34	255,867.00	255,867.00	255,867.00	266,502.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKS OUTLAY-ROOM TAX FUND						
PARK OPERATIONS/MAINTENANCE						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES			9,790.00			
SUPPLIES AND EXPENSES	4,443.39					
BUILDING MATERIALS			210.00			
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	103,458.47	115,000.00	197,120.00	115,000.00	121,502.00	
COST REALLOCATIONS						
TOTALS: PROJECT	107,901.86	115,000.00	207,120.00	115,000.00	121,502.00	
TOTALS: PARK OPERATIONS/MAINTENA	107,901.86	115,000.00	207,120.00	115,000.00	121,502.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	145,490.81	160,000.00	160,000.00	145,000.00	145,000.00	
TOTALS: PROJECT	145,490.81	160,000.00	160,000.00	145,000.00	145,000.00	
TOTALS: OTHER FINANCING USES	145,490.81	160,000.00	160,000.00	145,000.00	145,000.00	
TOTALS: PARKS OUTLAY-ROOM TAX FUND	253,392.67	275,000.00	367,120.00	260,000.00	266,502.00	

CONVENTION AND VISITORS BUREAU FUND
FUND 203

MISSION STATEMENT

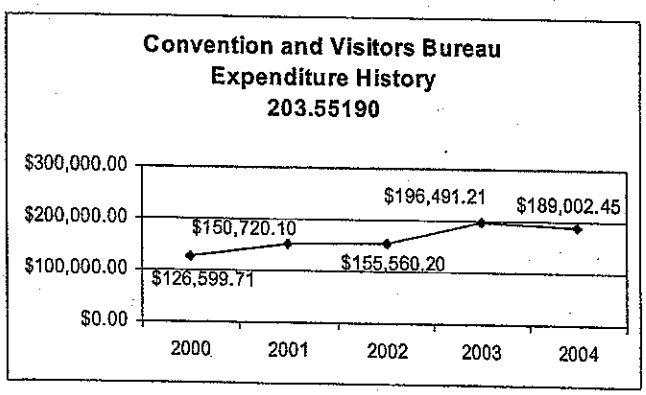
The mission of the Marshfield Convention and Visitors Bureau is to assist community organizations, businesses and individuals in promoting Marshfield and attracting visitors to the city and local hotels/motels.

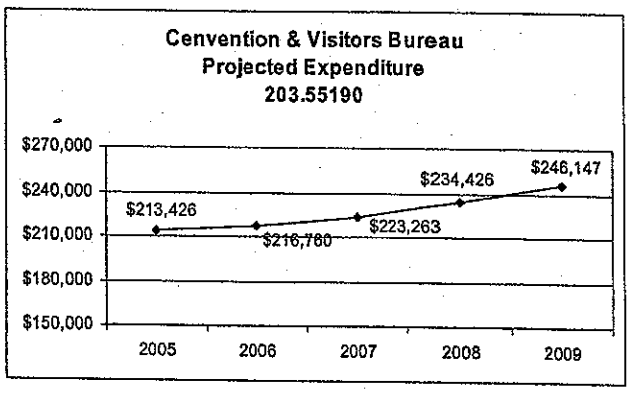
The Bureau is authorized and funded under Section 2-104 of the Municipal Code of the City of Marshfield. The Bureau is not permitted to influence legislation, to support political parties, or to endorse any candidate for public office. No part of the funds can be used for the direct benefit of the Bureau.

The recommended 2006 budget for the Convention and Visitors Bureau totals $216,760 of which $145,000 will be generated from 2006 room tax revenue. The balance of funding comes from program fees and interest income.

The recommended 2006 budget decreased $3,940 below the 2005 appropriation of $220,700. This decrease was primarily due to reductions in the cost of various events. In addition to routine administrative costs, the budget supports such events as Dance Weekend, Dairyfest Craft Fair, Maple Fall Fest, Yellowstone Trail, Arts Weekend, Quilt Show, Amish and Mennonite tours, to name a few.

GRAPHS





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CONVENTION & VISITORS BUR FD						
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 203.48000.0000.48110	663.35	500.00	550.00	3,000.00	3,000.00	
OTHER MISCELLANEOUS REVENUE 203.48000.0000.48900	61,920.74	78,500.00	73,000.00	73,000.00	73,000.00	
TOTALS: MISCELLANEOUS REVENUE	62,584.09	79,000.00	73,550.00	76,000.00	76,000.00	
OTHER FINANCING SOURCES						
TRANSF FR PARKS O/L RM TX FD						
TRANSF FR SPECIAL REVENUE FD 203.49000.0202.49220	135,490.81	145,000.00	145,000.00	145,000.00	145,000.00	
TOTALS: TRANSF FR PARKS O/L RM	135,490.81	145,000.00	145,000.00	145,000.00	145,000.00	
TOTALS: OTHER FINANCING SOURCES	135,490.81	145,000.00	145,000.00	145,000.00	145,000.00	
TOTALS: CONVENTION & VISITORS BUR	198,074.90	224,000.00	218,550.00	221,000.00	221,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CONVENTION & VISITORS BUR FD						
VISITORS & PROMOTION BUREAU						
PROJECT						
PERSONAL SERVICES	45,478.32	53,100.00	53,100.00	56,160.00	56,160.00	
CONTRACTUAL SERVICES	5,422.42	4,100.00	4,000.00	4,100.00	4,100.00	
SUPPLIES AND EXPENSES	26,133.97	38,000.00	41,000.00	40,000.00	40,000.00	
FIXED CHARGES	7,580.00	8,000.00	8,000.00	8,000.00	8,000.00	
GRANTS CONTRIB INDEMNITIES	104,387.74	117,500.00	107,326.00	108,500.00	108,500.00	
TOTALS: PROJECT	189,002.45	220,700.00	213,426.00	216,760.00	216,760.00	
TOTALS: VISITORS & PROMOTION BUR	189,002.45	220,700.00	213,426.00	216,760.00	216,760.00	
TOTALS: CONVENTION & VISITORS BUR	189,002.45	220,700.00	213,426.00	216,760.00	216,760.00	

OTHER SPECIAL REVENUE FUNDS
FUNDS 208/211/213/218/231

There are no recommended 2006 budgets for the **Community Development Block Grant Fund (208), Commercial Rehabilitation Revolving Loan Fund (211), Residential Rehabilitation Revolving Loan Fund (213), Law Enforcement Restricted Revenue Fund (218)** and the **East Industrial Park Fund (231)**.

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
C.D.B.G. FUND						
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 208.48000.0000.48900	357.85					
TOTALS: MISCELLANEOUS REVENUE	357.85					
TOTALS: C.D.B.G. FUND	357.85					

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
C.D.B.G. FUND						
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	25,180.33					
TOTALS: PROJECT	25,180.33					
TOTALS: OTHER FINANCING USES	25,180.33					
TOTALS: C.D.B.G. FUND	25,180.33					

ECONOMIC DEVELOPMENT FUND
FUND 210

The recommended 2006 budget of $110,541 includes a contribution of $50,000 to MACCI for economic development. This appropriation provides continued funding for an additional staff person at MACCI who assist both the MACCI Executive Director and the City Planning and Economic Development Department. Traditionally, MACCI has been the lead agency for spearheading the city's economic development initiatives. Together with the city's Planning and Economic Development Department, these funds will allow us to increase activity and communication between the city and business community on development issues, and maintaining a shared vision for economic development. It is a good way to allocate scarce resources in a more efficient manner and keep economic development focus in the private sector, while allowing direct local government involvement. MACCI's annual budget is $323,663 which is paid entirely by the private sector. This does not include the in-kind services and volunteers that are engaged in MACCI's activities throughout the year.

This appropriation is financed by the interest income earned from investments and loan repayments within this fund ($47,890) and fund balance applied ($2,110).

MAIN STREET CONTRIBUTION

SUMMARY/PROGRAM OBJECTIVES:

The City of Marshfield applied to the Wisconsin Department of Development for designation as a Main Street community in May, 1990. On June 20, 1990, Governor Thompson announced that Marshfield had been designated a Wisconsin Main Street Community.

The Marshfield community formed a Main Street Program to provide an opportunity for projects that would:

- Increase the investment and tax base in the downtown area
- Encourage a broader array of services for downtown clients and customers
- Identify gaps in our retail district
- Help existing businesses expand
- Recruit new businesses
- Provide an organizational framework for long-term economic restructuring
- Hire a full-time Program Manager to coordinate Main Street activities and volunteers
- Encourage, where appropriate, the restoration of commercial buildings to reflect the history of the city's commercial development
- Increase social and cultural activities in our central business district
- Enhance the appearance of our downtown through public and private efforts

RECOMMENDED 2006 APPROPRIATION:

The Main Street Program is an ongoing commitment to downtown revitalization. It is a program and not a project because successful downtowns require a steady, deliberate, and long-term approach rather than a "quick-fix." Many of the building rehabilitations in the downtown area over the past few years have occurred because of free or low-cost design assistance from the Main Street Program. Many of the successful promotions in the downtown area have occurred because of the work of the Main Street Program, including its many volunteers.

Main Street Marshfield has requested an appropriation of $30,000 for 2006, which is $5,000 above the amount appropriated in 2005. My recommended appropriation of $27,300 represents 17.1% of Main Street Marshfield's 2006 budget of $159,900. The $27,300 is funded entirely by tax levy. In addition to the city's contribution, $62,800 is anticipated from assessments levied by the Downtown Business Improvement District Board, and the remainder is projected to be derived from downtown and non-downtown contributions, fundraising efforts, and sponsorships for special events.

MEDA CONTRIBUTION

OVERVIEW

Economic growth is the foundation for many positive results in our community. Without economic development, our community cannot retain jobs, create jobs, and finance the quality of life that we all desire.

PURPOSE

The purpose of the Marshfield Economic Development Association of the Marshfield Area Chamber Foundation is to foster and promote economic development in the City of Marshfield, Wood and Marathon Counties; encourage and facilitate the growth and expansion of existing industries and businesses; encourage and assist the location of manufacturing, industrial and commercial firms in the city; and create growth in jobs and the tax base. Succinctly, MEDA's mission is to be responsible for enhancing the quality of life in the Marshfield area through business development.

2006 STRATEGIES

- Facilitate the relocation of knowledge-based (technology based) businesses to Marshfield and the retention and expansion of existing businesses within our markets.
- Continue to work with the Marshfield Clinic and Saint Joseph's Hospital to bring health care related businesses to Marshfield.
- Continue to work on the revitalization of the downtown with the city and Main Street.
- Bring back Central Wisconsin graduates.
- Encourage entrepreneurial spirit.
- Increase local and regional marketing efforts.
- Improve the aesthetics of buildings and grounds along Veteran's Parkway.

These goals are benchmarked on a monthly basis by the MACCI Board of Directors and MEDA committee.

2006 WORK PROGRAM OBJECTIVES

1. Coordinate Mill Creek Business Park marketing and tenant recruitment
   * Identify local expansion needs
   * Locate supporting businesses
   * Continue work with private sector in the development of a bio-tech incubator
   * Dissect current labor markets
   * Assess competition

2. Identify funding sources for overall economic development
   * Assess the need for a public/private venture
   * Market revolving loan fund
   * Analyze grant opportunities
   * Assist local businesses with submittal of CDBG-ED and other low interest loan programs, along with Tech Zone Income Tax Credit applications.

3. Advance activity and organization of the Young Professionals Network.

4. Create an Entrepreneur's Club.

5. Enhance the recent creation of the agri-business industry cluster committee.

6. Sell remaining lot in Air Business Park (2.19 acres).

7. Market and seek tenant(s) for Norwood spec building and the Norwood Industrial Park.

8. Work with UW Ag Research Station and government partners in the Heifer Research Station and proposed USDA Research Facility.

9. Identify appropriate tenant for Yellowstone Industrial Park which will facilitate a funding source for infrastructure development.

10. Provide support to the Wis-DOT and the Wisconsin Transportation Development Association to maintain and/or expand the present state and federal funding for transportation and work to advance the four-lane construction of US Highway 10 between Marshfield and Stevens Point and assist the city with the implementation of various bicycle multi-modal developments.

11. Participate with the Central Wisconsin Area Economic Development Council to implement prioritized strategies.

12. Conduct wage/salary and marketing surveys and publish the results; update the Community Profile, Industries brochure, and related publications; participate in demographic surveys.

13. Continue efforts through the Central Wisconsin S-T-C Partnership to assure that a local skilled labor force is available for industry and business through labor force recruitment and retainment efforts. (Funded through grants and the private sector.)

14. Continue efforts to fill vacant industrial and commercial buildings.

15. Provide technical assistance to businesses through business plan development and financial management.

16. Assist businesses with strategic plan development, marketing, regulatory, environmental issues.

17. Work with Department of Commerce on state and federal programs.

18. Provide entrepreneurial assistance with start-up business assessment and business plan development.

19. Develop and maintain liaisons with referral networks.

20. Conduct economic research and targeted economic development strategies.

21. Coordinate direct mail, media, web site, trade show and call trip campaigns.

22. Assist in the implementation of the downtown development plan.

23. Encourage appropriate business mix throughout Marshfield.

STRUCTURE

The Marshfield Economic Development Association (MEDA), an operational committee of the Marshfield Area Chamber of Commerce & Industry, and a financial account under the Chamber Foundation, is comprised of MACCI's Executive Director and Business Development Director, Mayor, City Administrator, City Planner/Economic Development Director, one Council representative, one Wood County Board Supervisor, Main Street representative, Marshfield Electric & Water Department Director, Marshfield Area Chamber of Commerce and Industry President or representative, Community Development Authority Director, and nine additional business and industry leaders.

Sub-committees, chaired by MEDA members, are formed on an "as needed basis" and draw on community members for project specific missions. MEDA membership shall be periodically reviewed to allow for new committee membership involvement. MEDA administers funds appropriated by both the City of Marshfield and Wood County and private donations.

RECOMMENDED 2006 APPROPRIATION:

The recommended 2006 appropriation to the Marshfield Economic Development Association is $25,000, which is identical to the amount appropriated in 2005. Tax levy and fund balance applied are the funding sources for this appropriation.

OTHER ITEMS

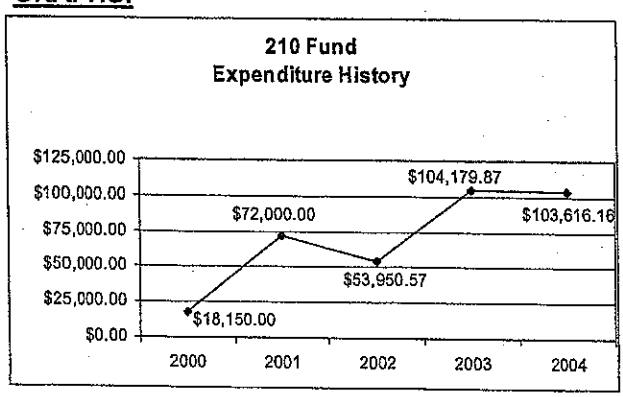
To assist our local business and industry in their expansion efforts and to attract new industry, the Marshfield Economic Development Association (MEDA) and the City of Marshfield have established a revolving loan fund. This fund provides successful applicants with loans as low as 4 percent interest. These are high-risk loans to subsidize new businesses. Sometimes these businesses are not successful.

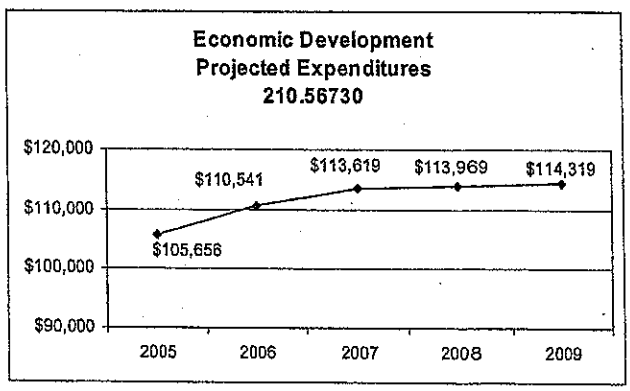
To succeed in securing these funds, the business or industry must create jobs for existing businesses, create new jobs through location of new companies to Marshfield, or retain jobs in the city which would otherwise be lost. The following distribution priorities have been established:

- Developments within an identified business/industrial park.
- Industrial developments which continue to use existing industrial property in the city.
- Commercial development in the city's identified downtown area.
- Commercial development within an identified shopping center.
- Isolated commercial or office developments within the city.

The budget also includes $7,691 in Personal Service costs allocated to this fund from the Finance Department. This cost allocation is related to the staff time directly spent supporting the MEDA Revolving Loan Program. The Finance Department currently manages 14 approved commercial loans through this program.

GRAPHS:





CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ECONOMIC DEVELOPMENT FUND						
TAXES						
GENERAL PROPERTY TAXES 210.41000.0000.41110	50,000.00	50,000.00	50,000.00	50,000.00	47,300.00	
TOTALS: TAXES	50,000.00	50,000.00	50,000.00	50,000.00	47,300.00	
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 210.48000.0000.48110	10,082.36	9,000.00	15,000.00	16,000.00	16,000.00	
REVOLVING LOAN INTEREST 210.48000.0000.48170	31,683.92	25,791.00	27,000.00	31,890.00	31,890.00	
TOTALS: MISCELLANEOUS REVENUE	41,766.28	34,791.00	42,000.00	47,890.00	47,890.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 210.49000.0000.49300		21,170.00		15,351.00	15,351.00	
TRANSF FR UTIL DIVIDEND FUND						
TRANSF FR SPECIAL REVENUE FD 210.49000.0225.49220		75,000.00	75,000.00			
TOTALS: TRANSF FR UTIL DIVIDEN		75,000.00	75,000.00			
TOTALS: OTHER FINANCING SOURCES		96,170.00	75,000.00	15,351.00	15,351.00	
TOTALS: ECONOMIC DEVELOPMENT FUND	91,766.28	180,961.00	167,000.00	113,241.00	110,541.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ECONOMIC DEVELOPMENT						
PROJECT						
PERSONAL SERVICES	3,591.16	5,420.00	5,156.00	7,691.00	7,691.00	
CONTRACTUAL SERVICES	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	
SUPPLIES AND EXPENSES	25.00	500.00	500.00	550.00	550.00	
GRANTS CONTRIB INDEMNITIES	50,000.00	50,000.00	50,000.00	55,000.00	52,300.00	
TOTALS: PROJECT	103,616.16	105,920.00	105,656.00	113,241.00	110,541.00	
TOTALS: ECONOMIC DEVELOPMENT	103,616.16	105,920.00	105,656.00	113,241.00	110,541.00	
TOTALS: ECONOMIC DEVELOPMENT FUND	103,616.16	180,920.00	180,656.00	113,241.00	110,541.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
ECONOMIC DEVELOPMENT FUND						
URBAN DEVELOPMENT						
PROJECT						
GRANTS CONTRIB INDEMNITIES		75,000.00	75,000.00			
TOTALS: PROJECT		75,000.00	75,000.00			
TOTALS: URBAN DEVELOPMENT		75,000.00	75,000.00			

CITY OF MARSHFIELD

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COMM REHAB REVOLV LOAN FUND						
MISCELLANEOUS REVENUE						
COM REH REV LOAN FD INTEREST 211.48000.0000.48160	17.59	20.00	6.00			
TOTALS: MISCELLANEOUS REVENUE	17.59	20.00	6.00			
TOTALS: COMM REHAB REVOLV LOAN FUN	17.59	20.00	6.00			

CITY OF MARSHFIELD

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COMM REHAB REVOLV LOAN FUND						
COMMERCIAL REHAB REVOLV LNS						
PROJECT						
GRANTS CONTRIB INDEMNITIES	800.00		3,536.00			
TOTALS: PROJECT	800.00		3,536.00			
TOTALS: COMMERCIAL REHAB REVOLV	800.00		3,536.00			
TOTALS: COMM REHAB REVOLV LOAN FUN	800.00		3,536.00			

BUSINESS IMPROVEMENT DISTRICT FUND
FUND 214

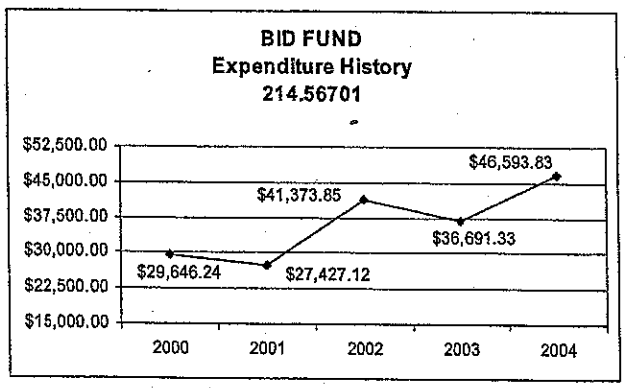
OVERVIEW:

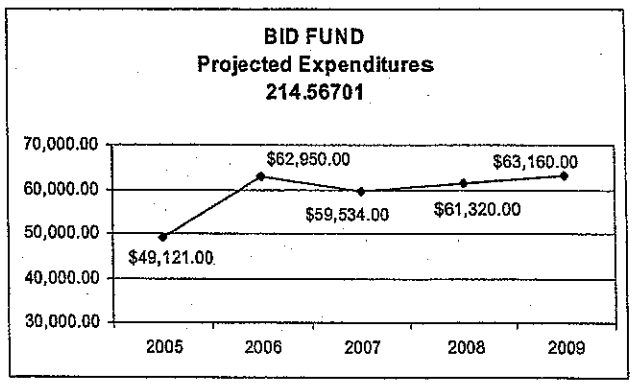
In 1990, the Common Council created the Downtown Marshfield Business Improvement District. The purpose of the district is to provide a mechanism of self-assessment to property owners within the Business Improvement District. The District is governed by a 7-member Board which is currently comprised of Mr. Bill Mitten, Chairman; and Messrs. Charles Rentmeester, Alan Nystrom, Carl Meissner, Pat Schreiner, Don Kaiser, and Alderman Marty Anderson.

The initial assessments were levied in December, 1990 for the 1991 Budget. Since inception of the District, the assessment rate has been in the range of $1.11 to $1.53 per thousand dollars of assessed valuation. All initial assessments, as well as assessments in succeeding years, have been disbursed to Main Street Marshfield, Inc., a not for profit downtown revitalization program.

The amount shown in the recommended B.I.D. 2006 budget is $62,950. This is the amount of revenue that will be generated by establishing an estimated assessment rate at $1.40 per $1,000 in estimated assessed valuation.

GRAPHS:





CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
BID FUND						
PUBLIC CHARGES FOR SERVICES						
ECONOMIC DEVELOPMENT 214.46000.0000.46850	47,774.20	48,800.00	48,800.00	57,800.00	62,800.00	
TOTALS: PUBLIC CHARGES FOR SERVI	47,774.20	48,800.00	48,800.00	57,800.00	62,800.00	
MISCELLANEOUS REVENUE						
INTEREST ON SPEC ASSESSMENTS 214.48000.0000.48130	256.67	150.00	100.00	150.00	150.00	
TOTALS: MISCELLANEOUS REVENUE	256.67	150.00	100.00	150.00	150.00	
TOTALS: BID FUND	48,030.87	48,950.00	48,900.00	57,950.00	62,950.00	

CITY OF MARSHFIELD
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BID FUND						
MAIN STREET PROGRAM						
PROJECT						
GRANTS CONTRIB INDEMNITIES	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	
TOTALS: PROJECT	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	
TOTALS: MAIN STREET PROGRAM	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	
TOTALS: BID FUND	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	

CITY OF MARSHFIELD
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BID FUND						
MAIN STREET PROGRAM						
PROJECT						
GRANTS CONTRIB INDEMNITIES	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	
TOTALS: PROJECT	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	
TOTALS: MAIN STREET PROGRAM	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	
TOTALS: BID FUND	46,593.83	48,800.00	49,121.00	57,800.00	62,950.00	

RESIDENTIAL REVOLVING LOAN FUND
FUND 216

In early 1992, the City of Marshfield applied for and received a Community Development Block Grant (CDBG) to assist in creating additional affordable housing units for low to moderate income (LMI) persons. The program objectives for the 1992 grant program were:

1) to rehabilitate and conserve the existing housing stock;
2) to make decent, safe and sanitary housing more affordable for LMI households;
3) to increase the supply of decent, safe, and sanitary housing units for LMI persons; and
4) to increase the energy efficiency of housing units occupied by LMI persons.

This is the money which is received through loan payments from the original CDBG grant.

The recommended 2006 budget is $325. This represents the costs associated with the grant program: loan satisfactions, legal services, and miscellaneous supplies.

$1,500 is anticipated as revenues from investments in 2006.

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
REVOLVING LOAN FUND						
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 216.48000.0000.48110	649.93	400.00	1,350.00	1,500.00	1,500.00	
TOTALS: MISCELLANEOUS REVENUE	649.93	400.00	1,350.00	1,500.00	1,500.00	
OTHER FINANCING SOURCES						
TRANSF FR C.D.B.G. FUND						
TRANSF FR SPECIAL REVENUE FD 216.49000.0208.49220	25,180.33					
TOTALS: TRANSF FR C.D.B.G. FUN	25,180.33					
TOTALS: OTHER FINANCING SOURCES	25,180.33					
TOTALS: REVOLVING LOAN FUND	25,830.26	400.00	1,350.00	1,500.00	1,500.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
REVOLVING LOAN FUND						
CDBG, ADMINISTRATION						
PROJECT						
CONTRACTUAL SERVICES	191.00	50.00	200.00	200.00	200.00	
SUPPLIES AND EXPENSES		100.00	100.00	125.00	125.00	
TOTALS: PROJECT	191.00	150.00	300.00	325.00	325.00	
TOTALS: CDBG, ADMINISTRATION	191.00	150.00	300.00	325.00	325.00	
TOTALS: REVOLVING LOAN FUND	191.00	150.00	300.00	325.00	325.00	

CITY OF MARSHFIELD

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LAW ENFORCEMENT RESTR REV FD						
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 218.48000.0000.48110			68.00			
TOTALS: MISCELLANEOUS REVENUE			68.00			
TOTALS: LAW ENFORCEMENT RESTR REV			68.00			

TAXI SYSTEM
220-53522

MISSION STATEMENT:

The City of Marshfield is receiving state mass transit operating and capital assistance aids under Section 85.20 of the Wisconsin statutes and under Section 18 of the Urban Mass Transportation Act of 1964, as amended. The purpose of this program is to promote the general public good by providing financial assistance to surface public transportation systems operating in areas other than urbanized areas. This program has a reduce fare for the elderly and handicapped as well as a shared rider program.

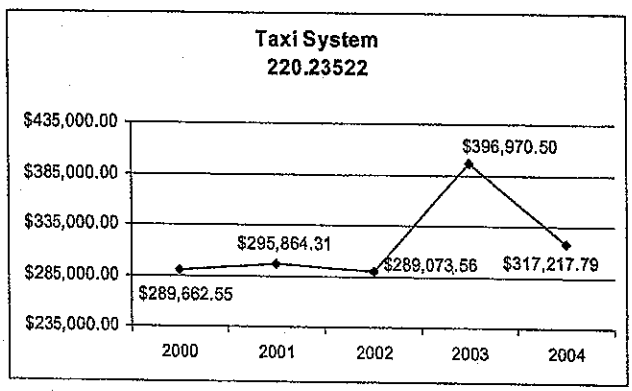
SERVICES AND WORK PROGRAMS:

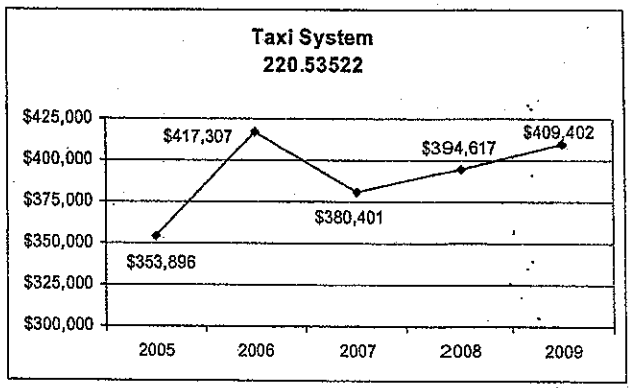
The taxi system provides service for about 84,000 transports to the citizens of Marshfield. It operates during the hours of 6:00 a.m. to 12:00 midnight, 7 days a week. There are 12 taxis for daily service as well as a chair lift van for people in wheel chairs. This is a state and federally funded program. For capital purchases, 80% of the cost is returned to the city by a state grant. A taxi grant is also applied for each year to cover the cost of operations. Grants for capital equipment are applied for on a periodic basis based upon an equipment replacement schedule. The city must provide a shared rider program with cost being $0.80 for each additional passenger going to and from the same location.

SUMMARY:

The recommended 2006 appropriation for the Taxi System is $417,307. Fares for 2006 will increase $.20 for regular riders and $.10 for special riders. The 2006 rates will then be $3.50 and $1.75 respectively. The 2006 fare for the shuttle bus remains at $15.00. The shuttle bus now transports their riders to Tomah, WI. The 2006 budget includes a request for one taxicab/radio ($25,000) and one new ADA equipped van/radio ($50,000). The city's portion of this budget for 2006 is $13,575 which was available by applying fund balance; the remaining $403,732 is being funded by state and federal appropriations.

GRAPHS:





CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TAXI SYSTEM FUND						
INTERGOVERNMENTAL REVENUES						
ST GRANTS, OTH TR AID (TAXI) 220.43000.0000.43537	293,787.00	343,272.00	343,272.00	403,732.00	403,732.00	
TOTALS: INTERGOVERNMENTAL REVENU	293,787.00	343,272.00	343,272.00	403,732.00	403,732.00	
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 220.48000.0000.48900			1,965.00			
TOTALS: MISCELLANEOUS REVENUE			1,965.00			
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 220.49000.0000.49300		5,510.00		13,575.00	13,575.00	
TOTALS: OTHER FINANCING SOURCES		5,510.00		13,575.00	13,575.00	
TOTALS: TAXI SYSTEM FUND	293,787.00	348,782.00	345,237.00	417,307.00	417,307.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TAXI SYSTEM FUND						
TAXI SYSTEM						
PROJECT						
SUPPLIES AND EXPENSES	44.79					
GRANTS CONTRIB INDEMNITIES	317,173.00	323,782.00	328,896.00	342,307.00	342,307.00	
CAPITAL OUTLAY		25,000.00	25,000.00	75,000.00	75,000.00	
TOTALS: PROJECT	317,217.79	348,782.00	353,896.00	417,307.00	417,307.00	
TOTALS: TAXI SYSTEM	317,217.79	348,782.00	353,896.00	417,307.00	417,307.00	
TOTALS: TAXI SYSTEM FUND	317,217.79	348,782.00	353,896.00	417,307.00	417,307.00	

UTILITY DIVIDEND FUND
FUND 225

The Utility Dividend Fund was established to account for the receipts and disbursements received from the Marshfield Electric and Water Utility. A dividend is not anticipated from the utility in 2006; therefore none is included in the recommended 2006 budget. The estimated fund balance on December 31, 2006 is $243,012. There are no recommended 2006 expenditures included in this fund.

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
UTILITY DIVIDEND FUND						
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED		75,000.00				
225.49000.0000.49300						
TRANSF FR URBAN DEVELOP FUND						
TRANSF FR CAPITAL PROJ FUND	100,000.00					
225.49000.0403.49240						
TOTALS: TRANSF FR URBAN DEVELO	100,000.00					
TOTALS: OTHER FINANCING SOURCES	100,000.00	75,000.00				
TOTALS: UTILITY DIVIDEND FUND	100,000.00	75,000.00				

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
UTILITY DIVIDEND FUND						
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	150,000.00	359,717.00	359,717.00			
TOTALS: PROJECT	150,000.00	359,717.00	359,717.00			
TOTALS: OTHER FINANCING USES	150,000.00	359,717.00	359,717.00			
TOTALS: UTILITY DIVIDEND FUND	150,000.00	359,717.00	359,717.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
E INDUSTRIAL PK IMPROVEMT FD						
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	120,000.00					
TOTALS: PROJECT	120,000.00					
TOTALS: OTHER FINANCING USES	120,000.00					
TOTALS: E INDUSTRIAL PK IMPROVEMT	120,000.00					

CABLE TELEVISION COMMITTEE
235-51120

MISSION STATEMENT:

The mission of the Cable Television Committee is to act in an advisory capacity to the Common Council. The Committee shall make rules for its own proceedings, formulate a budget for its operations, shall formulate policies regarding cable TV franchises, shall advise and recommend such policies to the Common Council from time to time. It shall be responsible for enforcing franchise agreements made with cable TV companies, shall process citizen's complaints and shall recommend action in connection therewith to the Common Council and shall recommend such other duties and shall have such other responsibilities as may be imposed upon it from time to time by the Common Council. The Committee shall hold any hearing deemed necessary in connection with such policies, including the adjustment of franchise fees, and shall determine the method of and procedures of holding such hearings and to represent the interests of the city cable subscribers in all negotiations with the Cable Company and the City of Marshfield.

SERVICES AND WORK PROGRAM:

The Cable Television Committee 1) oversees provisions of cable franchise; 2) acts as a collecting agency for subscriber complaints and disputes; 3) represents city in negotiations with cable company; and 4) provides a source for public access cablecasting. Staff support to the Cable TV Committee is provided by the City Clerk's Office.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

This budget is "revenue driven," meaning that it has a dedicated source of financing (i.e. cable television franchise fees) underwriting budgeted expenditures. No property tax revenues are utilized to finance this budget. In 2006, the recommended expenditure budget is $171,000 and is funded by the estimated 2006 revenues anticipated from the cable television franchise fees ($171,000).

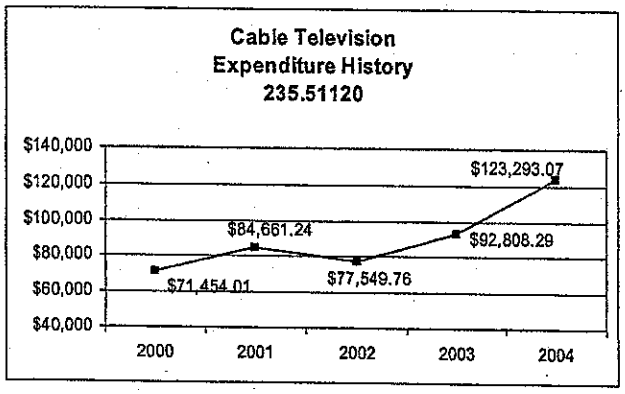
The primary reason for the $134,650 reduction in the budget is that the 2005 budget included costs for studio improvements in a new facility.

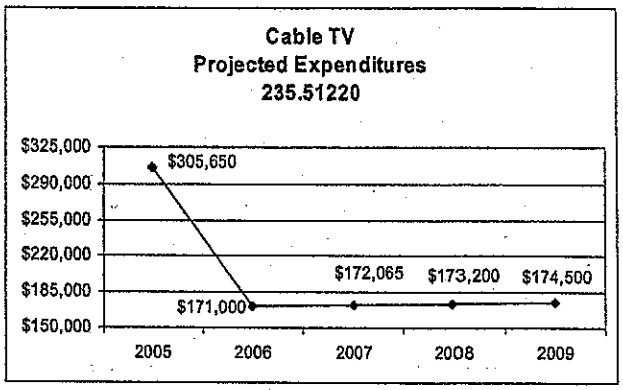
There is $11,517 in capital outlay purchases in 2006, including 3 S-VHS recorder/payers, 1 Firestore digital recorder, 3 tripods, 5 DVD players, 2 digital converters, 3 camera remote control units, 1 camcorder, and 1 DVD duplicator.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Total	$123,293	$305,650	$305,650	$171,000

GRAPHS:


Cable Television
Expenditure History
235.51120
$140,000
$120,000
$100,000
$80,000
$60,000
$40,000
$71,454.01
$84,661.24
$77,549.76
$92,808.29
$123,293.07
2000
2001
2002
2003
2004


Cable TV
Projected Expenditures
235.51220
$325,000
$290,000
$255,000
$220,000
$185,000
$150,000
$305,650
$171,000
$172,065
$173,200
$174,500
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CABLE TELEVISION FUND						
LICENSES AND PERMITS						
CABLE FRANCHISE FEES 235.44000.0000.44121	157,334.39	154,800.00	164,000.00	171,000.00	171,000.00	
TOTALS: LICENSES AND PERMITS	157,334.39	154,800.00	164,000.00	171,000.00	171,000.00	
PUBLIC CHARGES FOR SERVICES						
CABLE FEES 235.46000.0000.46115		100.00	100.00	200.00	200.00	
TOTALS: PUBLIC CHARGES FOR SERVI		100.00	100.00	200.00	200.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 235.49000.0000.49300		150,750.00				
TOTALS: OTHER FINANCING SOURCES		150,750.00				
TOTALS: CABLE TELEVISION FUND	157,334.39	305,650.00	164,100.00	171,200.00	171,200.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CABLE TELEVISION FUND						
CABLE TELEVISION						
PROJECT						
CONTRACTUAL SERVICES	58,179.37	71,850.00	71,850.00	105,383.00	105,383.00	
SUPPLIES AND EXPENSES	15,539.39	18,900.00	18,900.00	21,577.00	21,577.00	
FIXED CHARGES	507.00	12,500.00	12,500.00	32,523.00	32,523.00	
CAPITAL OUTLAY	49,067.31	202,400.00	202,400.00	11,517.00	11,517.00	
TOTALS: PROJECT	123,293.07	305,650.00	305,650.00	171,000.00	171,000.00	
TOTALS: CABLE TELEVISION	123,293.07	305,650.00	305,650.00	171,000.00	171,000.00	
TOTALS: CABLE TELEVISION FUND	123,293.07	305,650.00	305,650.00	171,000.00	171,000.00	

DEBT SERVICE FUNDS
SUMMARY

ANALYSIS:

Section 67.03 (1) (b) of the Wisconsin statutes prescribes a limitation on the amount of indebtedness that can be incurred by a municipality. The limitation is five percent (5%) of the equalized valuation of the City as certified by the Wisconsin Department of Revenue.

The City of Marshfield's current equalized valuation is $1,179,819,200; therefore our statutory debt limitation is $58,990,960. As of January 1, 2006, the City's outstanding general obligation debt will stand at $24,352,815. This amount will represent 41.3% of our maximum statutory debt capacity, providing a debt margin of $34,638,145.

Including the recommended $2,000,000 in 2006 debt as shown on the next page and the scheduled 2006 principal payments totaling $3,212,589, the City's projected outstanding debt as of December 31, 2006 decreases to $23,140,226. This amount would represent 39.2% of our maximum statutory debt capacity, providing a debt margin of $35,850,734 without projecting any change in equalized valuation for 2006.

Long-term borrowing in the City of Marshfield is controlled through the Capital Improvement Program (CIP) process that assists in the long-term management of the City's debt. A schedule of future debt service requirements is shown on the next page. The projected 2006 long-term borrowing is also shown on the next page. No long-term borrowing is recommended for the Internal Service Fund in 2006.

2003 DEBT SERVICE REQUIREMENTS:

A sum of $4,031,603 is recommended in the two debt service funds to meet 2006 principal and interest payments on outstanding debt. Of this amount, $3,059,773 is budgeted for principal payments and $971,830 is budgeted for interest payments. The vehicle/equipment internal service fund and both enterprise funds are responsible for their portion of total general obligation debt service for debt proceeds utilized for those funds. Accordingly, the appropriate amounts for debt service are included in those funds rather than the debt service funds.

1) DEBT ISSUE EXPENSE (303-58291)

This account includes the professional fees and other costs associated with the issuance of general obligation long-term debt such as fees for legal counsel, financial consultants, rating agency fees, and miscellaneous cost for postage and travel associated with the closing. No funds are recommended for this purpose in the 2006 debt service funds. Rather, the cost of borrowing ($27,000) will come from the initial borrowing proceeds and be included in the various capital project funds benefiting from the debt proceeds.

2) FISCAL CHARGES (303-58292) & (306-58292)

This account includes fees and expenses charged by fiscal agents to retire bonds, notes, and coupons and to either cremate the cancelled bonds, notes, and coupons, or to return them to the city. The combined recommended 2006 budgets are $1,500.

PROJECTED 2006 LONG-TERM BORROWING:

Long-term borrowing is projected in 2006 to finance the following projects, as planned in the City's 2005-2009 Capital Improvement Program and Administrator's Recommended Budget:

CIP Proj. #	Fund #	Project Description	Cost
EN-A-1770	401	STH 13 - McMillan Street to Mann Street	$240,000
EN-C-1633	401	Galvin Ave Shoulder Widening - Becker to McMillan	600,000
SW-G-6706	407	West 8th Street Greenway - Culvert Replacements	37,000
SW-G-6717	407	Vine Avenue Storm Sewer - Mill Creek to 17th	960,000
AI-N-3804	415	Airport - Construct New General Aviation Building	163,000
			$2,000,000

Schedule of Debt Service Requirements
Total General Obligation Debt

Budget Year	Debt Outstanding-Beginning of Year	Principal Requirements	Interest Requirements	Total Requirements	Debt Outstanding-End of Year
2004	26,160,234.34	2,786,342.05	1,157,934.83	3,944,276.88	24,280,182.76
2005	24,280,182.76	2,972,367.33	1,054,358.23	4,026,725.56	24,352,815.43
2006	24,352,815.43	3,212,589.41	1,013,640.31	4,226,229.72	21,140,226.02
2007	21,140,226.02	3,180,226.02	844,630.48	4,024,856.50	17,960,000.00
2008	17,960,000.00	2,850,000.00	727,261.26	3,577,261.26	15,110,000.00
2009	15,110,000.00	2,760,000.00	614,873.75	3,374,873.75	12,350,000.00
2010	12,350,000.00	2,355,000.00	510,393.76	2,865,393.76	9,995,000.00
2011	9,995,000.00	2,020,000.00	420,973.76	2,440,973.76	7,975,000.00
2012	7,975,000.00	1,685,000.00	346,021.26	2,031,021.26	6,290,000.00
2013	6,290,000.00	1,060,000.00	289,993.76	1,349,993.76	5,230,000.00
2014	5,230,000.00	1,090,000.00	244,771.26	1,334,771.26	4,140,000.00
2015	4,140,000.00	1,070,000.00	198,492.50	1,268,492.50	3,070,000.00
2016	3,070,000.00	685,000.00	158,701.25	843,701.25	2,385,000.00
2017	2,385,000.00	515,000.00	128,793.75	643,793.75	1,870,000.00
2018	1,870,000.00	410,000.00	103,751.25	513,751.25	1,460,000.00
2019	1,460,000.00	330,000.00	83,101.25	413,101.25	1,130,000.00
2020	1,130,000.00	365,000.00	63,602.50	428,602.50	765,000.00
2021	765,000.00	400,000.00	42,061.25	442,061.25	365,000.00
2022	365,000.00	365,000.00	20,805.00	385,805.00	0.00
TOTALS		$30,111,524.81	$8,024,161.41	$38,135,686.22	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STATE TRUST FUND LOAN FUND						
TAXES						
GENERAL PROPERTY TAXES 302.41000.0000.41110	292,885.00	661.00	661.00			
TOTALS: TAXES	292,885.00	661.00	661.00			
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 302.49000.0000.49120	1,759,899.55					
TRANSFER FROM TID#3 FUND						
TRANSF FR CAPITAL PROJ FUND 302.49000.0425.49240	22,442.00					
TOTALS: TRANSFER FROM TID#3 FU	22,442.00					
TRANSFER FROM TID#2 FUND						
TRANSF FR CAPITAL PROJ FUND 302.49000.0426.49240	70,200.00					
TOTALS: TRANSFER FROM TID#2 FU	70,200.00					
TOTALS: OTHER FINANCING SOURCES	1,852,541.55					
TOTALS: STATE TRUST FUND LOAN FUND	2,145,426.55	661.00	661.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STATE TRUST FUND LOAN FUND						
PRINCIPAL, ST TRUST FUND LNS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	1,982,888.98					
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	1,982,888.98					
TOTALS: PRINCIPAL, ST TRUST FUND	1,982,888.98					

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
INTEREST, ST TRUST FUND LNS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	133,775.48					
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	133,775.48					
TOTALS: INTEREST, ST TRUST FUND	133,775.48					

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES	20,956.52					
TOTALS: PROJECT	20,956.52					
TOTALS: DEBT ISSUE EXPENSE	20,956.52					
TOTALS: STATE TRUST FUND LOAN FUND	2,137,620.98					

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
LONG-TERM DEBT FUND						
TAXES						
GENERAL PROPERTY TAXES 303.41000.0000.41110	416,936.00	2,092,441.00	2,092,441.00	1,837,967.00	1,837,967.00	
TOTALS: TAXES	416,936.00	2,092,441.00	2,092,441.00	1,837,967.00	1,837,967.00	
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 303.49000.0000.49120	1,323,432.22					
TRANSF FR TID #4 FUND						
TRANSF FR CAPITAL PROJ FUND 303.49000.0428.49240	117,710.00	189,627.00	189,627.00	597,663.00	597,663.00	
TOTALS: TRANSF FR TID #4 FUND	117,710.00	189,627.00	189,627.00	597,663.00	597,663.00	
TRANSF FR TID #6 FUND(FIGIS)						
TRANSF FR CAPITAL PROJ FUND 303.49000.0429.49240	64,056.00	2,198.00	2,198.00	2,751.00	2,751.00	
TOTALS: TRANSF FR TID #6 FUND(	64,056.00	2,198.00	2,198.00	2,751.00	2,751.00	
RANSF FR TID #5 FD (MILL CR						
TRANSF FR CAPITAL PROJ FUND 303.49000.0430.49240	615,495.00	113,360.00	113,360.00	118,090.00	118,090.00	
TOTALS: TRANSF FR TID #5 FD (M	615,495.00	113,360.00	113,360.00	118,090.00	118,090.00	
TRANSF FR WASTEWATER UTILITY						
TRANSF FR ENTERPRISE FUND 303.49000.0601.49260	475,000.00	475,000.00	475,000.00	475,000.00	475,000.00	
TOTALS: TRANSF FR WASTEWATER U	475,000.00	475,000.00	475,000.00	475,000.00	475,000.00	
TOTALS: OTHER FINANCING SOURCES	2,595,693.22	780,185.00	780,185.00	1,193,504.00	1,193,504.00	
TOTALS: LONG-TERM DEBT FUND	3,012,629.22	2,872,626.00	2,872,626.00	3,031,471.00	3,031,471.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
LONG-TERM DEBT FUND						
PRINCIPAL, G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	1,535,000.00	145,000.00	145,000.00	75,000.00	75,000.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	1,535,000.00	145,000.00	145,000.00	75,000.00	75,000.00	
TOTALS: PRINCIPAL, G.O. BONDS	1,535,000.00	145,000.00	145,000.00	75,000.00	75,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PRINCIPAL, LONG-TERM NTS PBL						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	2,071,568.25	2,108,418.00	2,108,418.00	2,319,362.00	2,319,362.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	2,071,568.25	2,108,418.00	2,108,418.00	2,319,362.00	2,319,362.00	
TOTALS: PRINCIPAL, LONG-TERM NTS	2,071,568.25	2,108,418.00	2,108,418.00	2,319,362.00	2,319,362.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
INTEREST. G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	198,906.41	137,141.00	137,141.00	98,072.00	98,072.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	198,906.41	137,141.00	137,141.00	98,072.00	98,072.00	
TOTALS: INTEREST. G.O. BONDS	198,906.41	137,141.00	137,141.00	98,072.00	98,072.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
INTEREST, LONG-TERM NTS PYBL						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	556,584.41	472,616.00	472,616.00	538,037.00	538,037.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	556,584.41	472,616.00	472,616.00	538,037.00	538,037.00	
TOTALS: INTEREST, LONG-TERM NTS	556,584.41	472,616.00	472,616.00	538,037.00	538,037.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES	17,789.12					
TOTALS: PROJECT	17,789.12					
TOTALS: DEBT ISSUE EXPENSE	17,789.12					

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FISCAL CHARGES						
PROJECT						
DEBT SERVICE	2,295.50	2,750.00	1,500.00	1,000.00	1,000.00	
TOTALS: PROJECT	2,295.50	2,750.00	1,500.00	1,000.00	1,000.00	
TOTALS: FISCAL CHARGES	2,295.50	2,750.00	1,500.00	1,000.00	1,000.00	
TOTALS: LONG-TERM DEBT FUND	4,382,143.69	2,865,925.00	2,864,675.00	3,031,471.00	3,031,471.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
G O REFUNDING BONDS FUND						
TAXES						
GENERAL PROPERTY TAXES 306.41000.0000.41110	197,279.00	764,588.00	764,588.00	837,064.00	837,064.00	
TOTALS: TAXES	197,279.00	764,588.00	764,588.00	837,064.00	837,064.00	
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 306.48000.0000.48900		46,727.00	46,727.00	47,172.00	47,172.00	
TOTALS: MISCELLANEOUS REVENUE		46,727.00	46,727.00	47,172.00	47,172.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 306.49000.0000.49300		3,700.00				
TRANSFER FROM TID#3 FUND						
TRANSF FR CAPITAL PROJ FUND 306.49000.0425.49240		15,737.00	15,737.00	21,394.00	21,394.00	
TOTALS: TRANSFER FROM TID#3 FU		15,737.00	15,737.00	21,394.00	21,394.00	
TRANSFER FROM TID#2 FUND						
TRANSF FR CAPITAL PROJ FUND 306.49000.0426.49240		94,996.00	94,996.00	98,977.00	98,977.00	
TOTALS: TRANSFER FROM TID#2 FU		94,996.00	94,996.00	98,977.00	98,977.00	
TOTALS: OTHER FINANCING SOURCES		114,433.00	110,733.00	120,371.00	120,371.00	
TOTALS: G O REFUNDING BONDS FUND	197,279.00	925,748.00	922,048.00	1,004,607.00	1,004,607.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
G O REF BONDS, SER 1993 FUND						
PRINCIPAL, G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	42,364.00	570,793.00	570,793.00	665,410.00	665,410.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	42,364.00	570,793.00	570,793.00	665,410.00	665,410.00	
TOTALS: PRINCIPAL, G.O. BONDS	42,364.00	570,793.00	570,793.00	665,410.00	665,410.00	

CAPITAL PROJECT FUNDS SUMMARY

The Capital Project Funds account for the financial resources to be used for the acquisition or construction of major capital facilities other than those financed with proprietary funds and trust funds.

The **Street Construction Fund** includes appropriations for various projects in 2006 totaling $1,413,379 . They include the following:

Street Openings (53315):	
Schmidt Avenue (11th Street to 14th Street), EN-D-1825	$ 121,933
Prairie Run (Developer Project)	10,527
Street Construction (57331):	
Galvin Avenue (Becker to McMillan), EN-C-1633	704,161
South Central Avenue, EN-A-1710	3,215
STH 13 (McMillan to Frey), EN-A-1770	510,000
Vine Avenue (17th Street to 21st Street), EN-D-1773	7,660
New Sidewalk and/or Sidewalks without Street Construction (53432):	
ADA curb ramp repairs, EN-E-1750	28,883
Debt Issue Expense (58291)	27,000
Total – Fund 401 – Street Construction Fund	**$1,413,379**

The **Storm Sewer Construction Fund** includes appropriations for various projects in 2006 totaling $1,245,642 . They include the following:

Storm Sewer With Paving (57345)	
Schmidt Avenue (11th Street to 14th Street), SW-H-6711	$ 21,747
Storm Sewer Trunk (57346)	
West 8th Street Greenway, SW-G-6706	39,827
Pollutant Loading Model, SW-G-6712	51,910
South Vine Avenue Detention Basin , SW-G-6714	139,868
Vine Avenue (Mill Creek to 17th Street), SW-G-6717	992,290
Total – Fund 407 – Storm Sewer Construction Fund	**$1,245,642**

The **Airport Outlay Fund's** appropriation is for the following project:

Construction of new General Aviation Office Building, AI-N-3804	$165,000
Total – Fund 415 – Airport Outlay Fund	**$165,000**

In the **Parks & Recreation Capital Project Fund** there are appropriations totaling $91,292 for the following projects:

Zoo raptor exhibit/education shelter, PR-L-2812	$ 15,000
S.J. Miller Park Improvements, PR-L-1567	51,292
Expo building renovations, FG-K-5602	25,000
Total – Fund 420 – Parks & Recreation Capital Project Fund	**$91,292**

There are no **Water Main Construction Fund's** appropriations for 2006.

The **Tax Increment District No. 3 Fund (Tower Hall), Tax Increment District No. 2 Fund (Purdy School), Tax Increment District No. 4 Fund (Downtown), Tax Incremental District No. 5 Fund (Mill Creek Business Park), Tax Incremental District No. 6 Fund (Figi Project), and the Tax Incremental District No. 7 Fund (Yellowstone Industrial Park),** were established for the purpose of receiving the tax increment resulting from the increased valuation of the properties above the respective base valuations established when the TIF districts were created. The tax increment is applied to pay the city's principal and interest obligations on its debt which was incurred as a result of development agreements approved by the Common Council. The tax increment also pays for the annual audit cost of the TIF districts.

Appropriations to these budgets are as follows:

TID #3 (Tower Hall)	
Auditing Services	$ 149
Transfer to Debt Service Fund	21,394
TOTAL	$21,543
TID #2 (Purdy Project)	
Auditing Services	$ 149
Transfer to Debt Service Fund	98,977
TOTAL	$99,126
TID #4 (Downtown)	
Auditing Services	$ 247
Transfer to Debt Service Fund	597,663
TOTAL	$597,910
TID #6 (Figi's Project)	
Auditing Services	$ 149
Transfer to Debt Service Fund	2,751
TOTAL	$2,900

TID #5 (Mill Creek Business Park)

Auditing Services	$ 247
Transfer to Debt Service Fund	118,090
TOTAL	$118,337

TID #7 (Yellowstone Industrial Park)

Auditing Services	$247
TOTAL	$247

The **City Hall Remodeling Fund** includes an appropriation for the following project in 2006:

City Hall Plaza Cooling Tower Replacement, BS-K-3919	$32,500
Total – Fund 437 – City Hall Remodeling Fund	**$32,500**

The **UW Building/Remodeling Project Fund** includes an appropriations for the following project in 2006:

Asbestos Abatement – Laird Building, UW-K-7305	$40,000
Total – Fund 440 – UW Building/Remodeling Project Fund	**$40,000**

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STREET CONSTRUCTION FUND						
TAXES						
GENERAL PROPERTY TAXES 401.41000.0000.41110	519,919.00	328,537.00	328,537.00	355,379.00	479,852.00	
TOTALS: TAXES	519,919.00	328,537.00	328,537.00	355,379.00	479,852.00	
INTERGOVERNMENTAL REVENUES						
ST GRANTS, OTHER HIGHWAY AID 401.43000.0000.43533	39,568.52			135,000.00		
LOCAL ROAD IMPROVEMENT PROGR 401.43000.0000.43534		52,154.00	52,154.00	56,000.00	56,000.00	
TOTALS: INTERGOVERNMENTAL REVENU	39,568.52	52,154.00	52,154.00	191,000.00	56,000.00	
PUBLIC CHARGES FOR SERVICES						
HIGHWAY MAINT & CONSTR FEES 401.46000.0000.46311	34,800.11		55,648.00		10,527.00	
TOTALS: PUBLIC CHARGES FOR SERVI	34,800.11		55,648.00		10,527.00	
INTERGOVT CHGS FOR SERVICES						
OTH LOC GOVT, TRANSP-HWY/ST 401.47000.0000.47331		14,000.00				
TOTALS: INTERGOVT CHGS FOR SERVI		14,000.00				
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 401.48000.0000.48900	350.00					
TOTALS: MISCELLANEOUS REVENUE	350.00					
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 401.49000.0000.49120	776,278.08	1,556,000.00	1,556,000.00	867,000.00	867,000.00	
TRANSF FR UTIL DIVIDEND FUND						
TRANSF FR SPECIAL REVENUE FD 401.49000.0225.49220		260,000.00	260,000.00			
TOTALS: TRANSF FR UTIL DIVIDEN		260,000.00	260,000.00			
TOTALS: OTHER FINANCING SOURCES	776,278.08	1,816,000.00	1,816,000.00	867,000.00	867,000.00	
TOTALS: STREET CONSTRUCTION FUND	1,370,915.71	2,210,691.00	2,252,339.00	1,413,379.00	1,413,379.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STREET CONSTRUCTION FUND						
STREET OPENINGS						
PROJECT						
PERSONAL SERVICES	41,680.06	12,956.00	16,637.00	19,460.00	19,460.00	
CONTRACTUAL SERVICES	10,978.80	260,000.00	147,750.00	113,000.00	113,000.00	
SUPPLIES AND EXPENSES	115.18					
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY			112,250.00			
COST REALLOCATIONS						
TOTALS: PROJECT	52,774.04	272,956.00	276,637.00	132,460.00	132,460.00	
TOTALS: STREET OPENINGS	52,774.04	272,956.00	276,637.00	132,460.00	132,460.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
NEW SIDEWALK O/L W/O ST RECO						
PROJECT						
PERSONAL SERVICES	1,640.79	6,865.00	5,492.00	3,883.00	3,883.00	
CONTRACTUAL SERVICES	39,618.95	65,000.00	65,000.00	25,000.00	25,000.00	
SUPPLIES AND EXPENSES	23,780.00					
BUILDING MATERIALS	1,086.89					
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	66,126.63	71,865.00	70,492.00	28,883.00	28,883.00	
TOTALS: NEW SIDEWALK O/L W/O ST	66,126.63	71,865.00	70,492.00	28,883.00	28,883.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
HWY & STREET OUTLAY (LOCAL)						
PROJECT						
PERSONAL SERVICES	17,667.25	163,082.00	102,608.00	59,036.00	59,036.00	
CONTRACTUAL SERVICES	931,939.90	1,360,154.00	1,893,797.00	1,166,000.00	1,166,000.00	
SUPPLIES AND EXPENSES	223.65	28,667.00	600.00			
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY			50.00			
COST REALLOCATIONS						
TOTALS: PROJECT	949,830.80	1,551,903.00	1,997,055.00	1,225,036.00	1,225,036.00	
TOTALS: HWY & STREET OUTLAY (LOC	949,830.80	1,551,903.00	1,997,055.00	1,225,036.00	1,225,036.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TRAFFIC CONTROL						
PROJECT						
PERSONAL SERVICES	486.06					
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	486.06					
TOTALS: TRAFFIC CONTROL	486.06					

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
NEW SIDEWALK O/L W/O ST RECO						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES		52,500.00	52,500.00			
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT		52,500.00	52,500.00			
TOTALS: NEW SDWLK O/L W/O ST REC		52,500.00	52,500.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES	13,865.78	20,000.00	24,200.00	26,900.00	26,900.00	
SUPPLIES AND EXPENSES	46.34	50.00	50.00	100.00	100.00	
TOTALS: PROJECT	13,912.12	20,050.00	24,250.00	27,000.00	27,000.00	
TOTALS: DEBT ISSUE EXPENSE	13,912.12	20,050.00	24,250.00	27,000.00	27,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS		112,000.00	112,000.00			
TOTALS: PROJECT		112,000.00	112,000.00			
TOTALS: OTHER FINANCING USES		112,000.00	112,000.00			
TOTALS: STREET CONSTRUCTION FUND	1,083,129.65	2,081,274.00	2,532,934.00	1,413,379.00	1,413,379.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
URBAN DEVELOPMENT FUND						
INTERGOVERNMENTAL REVENUES						
ECONOMIC DEVELOPMENT GRANTS 403.43000.0000.43581	254,466.63		16,244.00			
TOTALS: INTERGOVERNMENTAL REVENU	254,466.63		16,244.00			
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 403.49000.0000.49300					44,611.00	
TOTALS: OTHER FINANCING SOURCES					44,611.00	
TOTALS: URBAN DEVELOPMENT FUND	254,466.63		16,244.00		44,611.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
URBAN DEVELOPMENT FUND						
URBAN DEVELOPMENT						
PROJECT						
PERSONAL SERVICES	1,431.58		1,149.00			
CONTRACTUAL SERVICES	71,302.80		14,595.00			
SUPPLIES AND EXPENSES	1,065.80		500.00			
BUILDING MATERIALS	150.00					
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	15,317.82					
COST REALLOCATIONS						
TOTALS: PROJECT	89,268.00		16,244.00			
TOTALS: URBAN DEVELOPMENT	89,268.00		16,244.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	100,000.00				44,611.00	
TOTALS: PROJECT	100,000.00				44,611.00	
TOTALS: OTHER FINANCING USES	100,000.00				44,611.00	
TOTALS: URBAN DEVELOPMENT FUND	189,268.00		16,244.00		44,611.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM SEWER CONSTRCTION FUND						
TAXES						
GENERAL PROPERTY TAXES 407.41000.0000.41110	32,343.00	71,241.00	71,241.00	225,431.00	240,389.00	
TOTALS: TAXES	32,343.00	71,241.00	71,241.00	225,431.00	240,389.00	
INTERGOVERNMENTAL REVENUES						
STATE GRANTS-STORMWATER 407.43000.0000.43550				35,000.00	23,800.00	
TOTALS: INTERGOVERNMENTAL REVENU				35,000.00	23,800.00	
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 407.49000.0000.49120		350,000.00	350,000.00	997,000.00	997,000.00	
TRANSF FR STREET CONSTR FUND						
TRANSF FR CAPITAL PROJ FUND 407.49000.0401.49240		112,000.00	112,000.00			
TOTALS: TRANSF FR STREET CONST		112,000.00	112,000.00			
TOTALS: OTHER FINANCING SOURCES		462,000.00	462,000.00	997,000.00	997,000.00	
S: STORM SEWER CONSTRCTION FU	32,343.00	533,241.00	533,241.00	1,257,431.00	1,261,189.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM SEWER CONSTRUCTION FUND						
STORM SEWER CONST (W/PAVING)						
PROJECT						
PERSONAL SERVICES	2,157.55	23,052.00	23,102.00	3,747.00	3,747.00	
CONTRACTUAL SERVICES	68,991.25	462,000.00	470,000.00	18,000.00	18,000.00	
SUPPLIES AND EXPENSES			200.00			
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	71,148.80	485,052.00	493,302.00	21,747.00	21,747.00	
TOTALS: STORM SEWER CONST (W/PAV	71,148.80	485,052.00	493,302.00	21,747.00	21,747.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM SEWER CONSTR (TRUNK)						
PROJECT						
PERSONAL SERVICES	4,230.08	4,223.00	11,129.00	85,249.00	89,007.00	
CONTRACTUAL SERVICES			(15,353.00)	1,111,568.00	1,111,568.00	
SUPPLIES AND EXPENSES	4,187.55			23,320.00	23,320.00	
BUILDING MATERIALS	905.00					
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	9,322.63	4,223.00	(4,224.00)	1,220,137.00	1,223,895.00	
TOTALS: STORM SEWER CONSTR (TRUN	9,322.63	4,223.00	(4,224.00)	1,220,137.00	1,223,895.00	
TOTALS: STORM SEWER CONSTRCTION FU	80,471.43	489,275.00	489,078.00	1,241,884.00	1,245,642.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FIRE PROTECTION FUND						
INTERGOVERNMENTAL REVENUES						
STATE GRANTS, OTHER FIRE 412.43000.0000.43525	159,000.00					
TOTALS: INTERGOVERNMENTAL REVENU	159,000.00					
OTHER FINANCING SOURCES						
TRANSFER FROM GENERAL FUND						
TRANSFER FROM GENERAL FUND 412.49000.0101.49210		2,000.00	2,000.00			
TOTALS: TRANSFER FROM GENERAL		2,000.00	2,000.00			
TOTALS: OTHER FINANCING SOURCES		2,000.00	2,000.00			
TOTALS: FIRE PROTECTION FUND	159,000.00	2,000.00	2,000.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
FIRE PROTECTION FUND						
FIRE PROTECTION OUTLAY						
PROJECT						
CAPITAL OUTLAY	159,000.00	2,000.00	1,797.00			
TOTALS: PROJECT	159,000.00	2,000.00	1,797.00			
TOTALS: FIRE PROTECTION OUTLAY	159,000.00	2,000.00	1,797.00			
TOTALS: FIRE PROTECTION FUND	159,000.00	2,000.00	1,797.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
SANITARY SEWER CONSTR O/L FD						
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	72,859.00					
TOTALS: PROJECT	72,859.00					
TOTALS: OTHER FINANCING USES	72,859.00					
TOTALS: SANITARY SEWER CONSTR O/L	72,859.00					

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
AIRPORT OUTLAY FUND						
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 415.49000.0000.49120				163,000.00	163,000.00	
FUND BALANCES APPLIED 415.49000.0000.49300		2,000.00		2,000.00	2,000.00	
TOTALS: OTHER FINANCING SOURCES		2,000.00		165,000.00	165,000.00	
TOTALS: AIRPORT OUTLAY FUND		2,000.00		165,000.00	165,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
AIRPORT OUTLAY FUND						
AIRPORT OUTLAY						
PROJECT						
CAPITAL OUTLAY		2,000.00	2,000.00	165,000.00	165,000.00	
TOTALS: PROJECT		2,000.00	2,000.00	165,000.00	165,000.00	
TOTALS: AIRPORT OUTLAY		2,000.00	2,000.00	165,000.00	165,000.00	
TOTALS: AIRPORT OUTLAY FUND		2,000.00	2,000.00	165,000.00	165,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKS & RECR CAPITAL PROJ FD						
TAXES						
GENERAL PROPERTY TAXES 420.41000.0000.41110	65,000.00			25,000.00		
TOTALS: TAXES	65,000.00			25,000.00		
INTERGOVERNMENTAL REVENUES						
ST GRANTS, CULTURE RECR EDUC 420.43000.0000.43570	112,124.67	40,000.00	40,000.00			
TOTALS: INTERGOVERNMENTAL REVENU	112,124.67	40,000.00	40,000.00			
MISCELLANEOUS REVENUE						
SALE OF OTH EQUIP & PROPERTY 420.48000.0000.48309	33,068.87		4,076.00			
PARKS DONAT & CONTR FR PR OR 420.48000.0000.48509		10,000.00				
ZOO DONAT & CONTR FR PR ORG 420.48000.0000.48513				15,000.00	15,000.00	
TALS: MISCELLANEOUS REVENUE	33,068.87	10,000.00	4,076.00	15,000.00	15,000.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 420.49000.0000.49300		114,000.00			76,292.00	
TRANSF FR PARKS O/L RM TX FD						
TRANSF FR SPECIAL REVENUE FD 420.49000.0202.49220	10,000.00	15,000.00	15,000.00			
TOTALS: TRANSF FR PARKS O/L RM	10,000.00	15,000.00	15,000.00			
TRANSF FR UTIL DIVIDEND FUND						
TRANSF FR SPECIAL REVENUE FD 420.49000.0225.49220	150,000.00					
TOTALS: TRANSF FR UTIL DIVIDEN	150,000.00					
TOTALS: OTHER FINANCING SOURCES	160,000.00	129,000.00	15,000.00		76,292.00	
TOTALS: PARKS & RECR CAPITAL PROJ	370,193.54	179,000.00	59,076.00	40,000.00	91,292.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKS & RECR CAPITAL PROJ FD						
STORM SEWER CONSTR (TRUNK)						
PROJECT						
PERSONAL SERVICES	361.83					
CONTRACTUAL SERVICES	88,660.71					
SUPPLIES AND EXPENSES	1,738.95		2,000.00			
BUILDING MATERIALS	827.00					
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	953,275.11		5,511.00		51,292.00	
COST REALLOCATIONS						
TOTALS: PROJECT	1,044,863.60		7,511.00		51,292.00	
TOTALS: STORM SEWER CONSTR (TRUN	1,044,863.60		7,511.00		51,292.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
PARKS OUTLAY						
PROJECT						
PERSONAL SERVICES	4,933.79		8,000.00			
CONTRACTUAL SERVICES	17.00		1,030.00			
SUPPLIES AND EXPENSES	103.27					
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	133,451.91	154,000.00	208,568.00	15,000.00	15,000.00	
COST REALLOCATIONS						
TOTALS: PROJECT	138,505.97	154,000.00	217,598.00	15,000.00	15,000.00	
TOTALS: PARKS OUTLAY	138,505.97	154,000.00	217,598.00	15,000.00	15,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER CULTURE & RECR OUTLAY						
PROJECT						
CAPITAL OUTLAY	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	
TOTALS: PROJECT	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	
TOTALS: OTHER CULTURE & RECR OUT	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	
TOTALS: PARKS & RECR CAPITAL PROJ	1,208,369.57	179,000.00	250,109.00	40,000.00	91,292.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
WATER MAIN CONSTR O/L FUND						
TAXES						
GENERAL PROPERTY TAXES 422.41000.0000.41110	27,260.00	157,758.00	157,758.00	50,758.00		
TOTALS: TAXES	27,260.00	157,758.00	157,758.00	50,758.00		
INTERGOVT CHGS FOR SERVICES						
OTH LOC GOVT. TRANSP-HWY/ST 422.47000.0000.47331			115,934.00			
TOTALS: INTERGOVT CHGS FOR SERVI			115,934.00			
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 422.49000.0000.49120		758,000.00	758,000.00			
FUND BALANCES APPLIED 422.49000.0000.49300		109,000.00				
TOTALS: OTHER FINANCING SOURCES		867,000.00	758,000.00			
TOTALS: WATER MAIN CONSTR O/L FUND	27,260.00	1,024,758.00	1,031,692.00	50,758.00		

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
WATER MAIN CONSTR O/L FUND						
WATER MAIN CONSTRUCTION						
PROJECT						
PERSONAL SERVICES	33,466.86	17,914.00	54,386.00	3,758.00		
CONTRACTUAL SERVICES	(82,782.50)	867,000.00	910,705.00	47,000.00		
SUPPLIES AND EXPENSES	511.96		140.00			
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	(48,803.68)	884,914.00	965,231.00	50,758.00		
TOTALS: WATER MAIN CONSTRUCTION	(48,803.68)	884,914.00	965,231.00	50,758.00		
TOTALS: WATER MAIN CONSTR O/L FUND	(48,803.68)	884,914.00	965,231.00	50,758.00		

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #3 FUND (TOWER HALL)						
TAXES						
TAX INCREMENTS 425.41000.0000.41121	17,290.16	15,869.00	16,660.00	16,534.00	16,534.00	
TOTALS: TAXES	17,290.16	15,869.00	16,660.00	16,534.00	16,534.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 425.43000.0000.43430	10.00	10.00	7.00	5.00	5.00	
TOTALS: INTERGOVERNMENTAL REVENU	10.00	10.00	7.00	5.00	5.00	
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 425.48000.0000.48900	36,113.65		(6,981.00)	5,004.00	5,004.00	
TOTALS: MISCELLANEOUS REVENUE	36,113.65		(6,981.00)	5,004.00	5,004.00	
TOTALS: TID #3 FUND (TOWER HALL)	53,413.81	15,879.00	9,686.00	21,543.00	21,543.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #3 FUND (TOWER HALL)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	138.00	142.00	142.00	149.00	149.00	
TOTALS: PROJECT	138.00	142.00	142.00	149.00	149.00	
TOTALS: URBAN DEVELOPMENT	138.00	142.00	142.00	149.00	149.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	22,442.00	15,737.00	15,737.00	21,394.00	21,394.00	
TOTALS: PROJECT	22,442.00	15,737.00	15,737.00	21,394.00	21,394.00	
TOTALS: OTHER FINANCING USES	22,442.00	15,737.00	15,737.00	21,394.00	21,394.00	
TOTALS: TID #3 FUND (TOWER HALL)	22,580.00	15,879.00	15,879.00	21,543.00	21,543.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #2 FUND (PURDY PROJECT)						
TAXES						
TAX INCREMENTS 426.41000.0000.41121	104,142.65	95,126.00	99,961.00	99,121.00	99,121.00	
TOTALS: TAXES	104,142.65	95,126.00	99,961.00	99,121.00	99,121.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 426.43000.0000.43430	12.00	12.00	5.00	5.00	5.00	
TOTALS: INTERGOVERNMENTAL REVENU	12.00	12.00	5.00	5.00	5.00	
TOTALS: TID #2 FUND (PURDY PROJECT	104,154.65	95,138.00	99,966.00	99,126.00	99,126.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #2 (PURDY PROJECT)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	138.00	142.00	142.00	149.00	149.00	
TOTALS: PROJECT	138.00	142.00	142.00	149.00	149.00	
TOTALS: URBAN DEVELOPMENT	138.00	142.00	142.00	149.00	149.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	70,200.00	94,996.00	94,996.00	98,977.00	98,977.00	
TOTALS: PROJECT	70,200.00	94,996.00	94,996.00	98,977.00	98,977.00	
TOTALS: OTHER FINANCING USES	70,200.00	94,996.00	94,996.00	98,977.00	98,977.00	
TOTALS: TID #2 FUND (PURDY PROJCT)	70,338.00	95,138.00	95,138.00	99,126.00	99,126.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #4 (DOWNTOWN PUB IMP) FD						
TAXES						
TAX INCREMENTS 428.41000.0000.41121	145,004.11	167,907.00	176,419.00	576,910.00	576,910.00	
TOTALS: TAXES	145,004.11	167,907.00	176,419.00	576,910.00	576,910.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 428.43000.0000.43430	21,955.00	21,955.00	21,210.00	21,000.00	21,000.00	
TOTALS: INTERGOVERNMENTAL REVENU	21,955.00	21,955.00	21,210.00	21,000.00	21,000.00	
TOTALS: TID #4 (DOWNTOWN PUB IMP)	166,959.11	189,862.00	197,629.00	597,910.00	597,910.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #4 (DOWNTOWN PUB IMPR) FUND						
URBAN DEVELOPMENT						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES	2,820.00	235.00	235.00	247.00	247.00	
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	2,820.00	235.00	235.00	247.00	247.00	
TOTALS: URBAN DEVELOPMENT	2,820.00	235.00	235.00	247.00	247.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	117,710.00	189,627.00	189,627.00	597,663.00	597,663.00	
TOTALS: PROJECT	117,710.00	189,627.00	189,627.00	597,663.00	597,663.00	
TOTALS: OTHER FINANCING USES	117,710.00	189,627.00	189,627.00	597,663.00	597,663.00	
TOTALS: TID #4 (DWNTWN PUB IMP) FD	120,530.00	189,862.00	189,862.00	597,910.00	597,910.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #6 FUND (FIGI PROJECT)						
TAXES						
TAX INCREMENTS 429.41000.0000.41121	3,766.25					
TOTALS: TAXES	3,766.25					
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 429.43000.0000.43430	2,340.00	2,340.00	2,886.00	2,900.00	2,900.00	
TOTALS: INTERGOVERNMENTAL REVENU	2,340.00	2,340.00	2,886.00	2,900.00	2,900.00	
TOTALS: TID #6 FUND (FIGI PROJECT)	6,106.25	2,340.00	2,886.00	2,900.00	2,900.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #6 FUND (FIGI PROJECT)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	138.00	142.00	142.00	149.00	149.00	
TOTALS: PROJECT	138.00	142.00	142.00	149.00	149.00	
TOTALS: URBAN DEVELOPMENT	138.00	142.00	142.00	149.00	149.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	64,056.00	2,198.00	2,198.00	2,751.00	2,751.00	
TOTALS: PROJECT	64,056.00	2,198.00	2,198.00	2,751.00	2,751.00	
TOTALS: OTHER FINANCING USES	64,056.00	2,198.00	2,198.00	2,751.00	2,751.00	
TOTALS: TID #6 FUND (FIGI PROJECT)	64,194.00	2,340.00	2,340.00	2,900.00	2,900.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #5 FUND (MILL CREEK PRK)						
TAXES						
TAX INCREMENTS 430.41000.0000.41121	78,239.07	108,795.00	114,300.00	110,037.00	110,037.00	
TOTALS: TAXES	78,239.07	108,795.00	114,300.00	110,037.00	110,037.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 430.43000.0000.43430	4,740.00	4,800.00	8,260.00	8,300.00	8,300.00	
ECONOMIC DEVELOPMENT GRANTS 430.43000.0000.43581	61,162.00					
TOTALS: INTERGOVERNMENTAL REVENU	65,902.00	4,800.00	8,260.00	8,300.00	8,300.00	
MISCELLANEOUS REVENUE						
OTHER LEASES 430.48000.0000.48280	100.00	100.00	100.00	100.00	100.00	
SALE OF CONSERV & DEV EQ/PRO 430.48000.0000.48318	33,235.00		71,647.00			
ALS: MISCELLANEOUS REVENUE	33,335.00	100.00	71,747.00	100.00	100.00	
OTHER FINANCING SOURCES						
TRANSF FR E INDUS PK IMPR FD						
TRANSF FR SPECIAL REVENUE FD 430.49000.0231.49220	120,000.00					
TOTALS: TRANSF FR E INDUS PK I	120,000.00					
TOTALS: OTHER FINANCING SOURCES	120,000.00					
TOTALS: TID #5 FUND (MILL CREEK PR	297,476.07	113,695.00	194,307.00	118,437.00	118,437.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID #5 FUND (MILL CREEK PRK)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	228.00	235.00	235.00	247.00	247.00	
TOTALS: PROJECT	228.00	235.00	235.00	247.00	247.00	
TOTALS: URBAN DEVELOPMENT	228.00	235.00	235.00	247.00	247.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
MILL CREEK BUSINESS PARK						
PROJECT						
PERSONAL SERVICES	45,587.23		763.00			
CONTRACTUAL SERVICES	35,130.16		18,324.00			
SUPPLIES AND EXPENSES	54,149.58		900.00			
BUILDING MATERIALS	12,025.20		240.00			
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	146,892.17		20,227.00			
TOTALS: MILL CREEK BUSINESS PARK	146,892.17		20,227.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	615,495.00	113,360.00	113,360.00	118,090.00	118,090.00	
TOTALS: PROJECT	615,495.00	113,360.00	113,360.00	118,090.00	118,090.00	
TOTALS: OTHER FINANCING USES	615,495.00	113,360.00	113,360.00	118,090.00	118,090.00	
TOTALS: TID #5 FUND (MILL CREEK PR	762,615.17	113,595.00	133,822.00	118,337.00	118,337.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
TID#7 FD(YELLOWSTONE IND PK)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	228.00	235.00	235.00	247.00	247.00	
TOTALS: PROJECT	228.00	235.00	235.00	247.00	247.00	
TOTALS: URBAN DEVELOPMENT	228.00	235.00	235.00	247.00	247.00	
TOTALS: TID#7 FD(YELLOWSTONE IND P	228.00	235.00	235.00	247.00	247.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CITY HALL REMODELING FUND						
TAXES						
GENERAL PROPERTY TAXES 437.41000.0000.41110	30,000.00	108,280.00	108,280.00	45,210.00	45,210.00	
TOTALS: TAXES	30,000.00	108,280.00	108,280.00	45,210.00	45,210.00	
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 437.49000.0000.49120		150,000.00	150,000.00			
TRANSFER FROM GENERAL FUND						
TRANSFER FROM GENERAL FUND 437.49000.0101.49210	85,000.00					
TOTALS: TRANSFER FROM GENERAL	85,000.00					
TOTALS: OTHER FINANCING SOURCES	85,000.00	150,000.00	150,000.00			
TOTALS: CITY HALL REMODELING FUND	115,000.00	258,280.00	258,280.00	45,210.00	45,210.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CITY HALL REMODELING FUND						
CITY HALL						
PROJECT						
SUPPLIES AND EXPENSES			100.00			
CAPITAL OUTLAY	14,805.00	133,000.00	387,805.00	32,500.00	32,500.00	
TOTALS: PROJECT	14,805.00	133,000.00	387,905.00	32,500.00	32,500.00	
TOTALS: CITY HALL	14,805.00	133,000.00	387,905.00	32,500.00	32,500.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS		17,000.00				
TOTALS: PROJECT		17,000.00				
TOTALS: OTHER FINANCING USES		17,000.00				
TOTALS: CITY HALL REMODELING FUND	14,805.00	150,000.00	387,905.00	32,500.00	32,500.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
UW BUILDING/REMODEL PROJ FND						
TAXES						
GENERAL PROPERTY TAXES 440.41000.0000.41110				40,000.00	25,000.00	
TOTALS: TAXES				40,000.00	25,000.00	
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 440.49000.0000.49120	35,000.00	199,000.00	199,000.00			
FUND BALANCES APPLIED 440.49000.0000.49300					15,000.00	
TOTALS: OTHER FINANCING SOURCES	35,000.00	199,000.00	199,000.00		15,000.00	
TOTALS: UW BUILDING/REMODEL PROJ F	35,000.00	199,000.00	199,000.00	40,000.00	40,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
UW BUILDING/REMODEL PROJ FND						
UW MARSHFIELD/WOOD CO CAMPUS						
PROJECT						
CAPITAL OUTLAY	78,766.01	199,000.00	199,000.00	40,000.00	40,000.00	
TOTALS: PROJECT	78,766.01	199,000.00	199,000.00	40,000.00	40,000.00	
TOTALS: UW MARSHFIELD/WOOD CO CA	78,766.01	199,000.00	199,000.00	40,000.00	40,000.00	
TOTALS: UW BUILDING/REMODEL PROJ F	78,766.01	199,000.00	199,000.00	40,000.00	40,000.00	

WASTEWATER UTILITY
FUND 601

MISSION STATEMENT:

The mission of the City of Marshfield Wastewater Utility is to treat the liquid wastewater generated by the residential, business, and industrial users of the sanitary sewer system in its facilities in order to remove the biochemical oxygen demand (BOD), the suspended solids, and the other contaminants which could be harmful to humans, animals, or the environment in general; operate its facilities equal to or greater than compliance with the limiting discharge parameters and rules set forth by the federal regulatory agency (EPA) and state regulatory agency (DNR); protect the investment of the users of the treatment facilities by keeping the treatment plant, lift stations, and collection system properly maintained; and keep the public informed regarding the importance of this service for the health of the community, informed regarding the financial status of the utility, informed regarding new regulations affecting the utility, educated regarding the control of inflow/infiltration, and informed regarding other related issues as needed.

2006 PROGRAM OBJECTIVES

The 2006 Wastewater Utility budget will continue to emphasize proper operation and maintenance of the sanitary sewer collection system. This objective has now been included in the Department of Natural Resources required Compliance Maintenance activities and will continue to be addressed as part of EPA's required Capacity Management Operation and Maintenance (CMOM) program. Requirements include cleaning, televising, and monitoring the collection system to identify and control clearwater entry into the collection system to avert any sewer system overflows and potential basements backups. Further, these activities must be properly documented and quantified, and reported to the regulatory agencies. No known new regulatory requirements have been identified for implementation in 2006. However, preparations for the issuance of a new DNR Discharge Permit which expires in June 2007 will begin in January 2006.

All of the Wastewater Utility budgets are funded by user fees.

To comply with the replacement of known clearwater entry areas in the collection system, the following replacement projects are proposed for 2006:

CIP PROJECTS:

⊙ EN-J-1796 City-wide lining	$426,711

NON-CIP PROJECTS:

⊙ #1891 Pine/Arnold – 241' North	$ 39,280
⊙ #1892 4th/Maple – 217' West	37,767
⊙ #1893 4th/Palmetto – 456' West	73,617
⊙ #1894 Fillmore/Palmetto – 295' East	46,345
⊙ #1895 Spruce/Park – 276' North	43,685
⊙ #1896 Walnut/4th – 266' South	44,945
⊙ #1897 Meadow/Arnold – 450' South (new construction)	37,650

Further, major clearwater entry areas have been identified through televising that will need spot repairs. Therefore, $51,535 has been added to the maintenance budget to complete the repairs. Street Division staff will make these repairs.

Capital equipment requests include a sanitary sewer pipe laser ($6,090) and safety equipment for sanitary sewer construction ($5,150).

By the time this budget document is released, the Council will have had the opportunity to act on the Annual Sewer Rate Review recommendations. As presented in the rate review, the financial goal is to become self-funded for necessary capital sewer replacement projects to avert future debt costs. Therefore, rate increases may be necessary to achieve this goal. Also under consideration were revisions to the sanitary sewer connection fee structure.

The Wastewater Utility operation and maintenance budget is vulnerable to increased costs for 2006 including a projected 20% increase in power costs ($34,000); increased biosolids disposal costs due to higher volumes compared to 2004 ($10,000); a 15% increase in phosphorus removal chemical costs ($8,000); a 20% increase in biosolids thickening polymer costs ($3,000); and a 15% increase in fuel costs ($3,000). Also, fuel surcharges are becoming common for many other supplies we purchase, even janitorial supplies.

Ways to operate and maintain the treatment plant and collection system using the most cost efficient methodology are considered by staff continually. The following depicts cost saving measures implemented in past years, and those continuing and being considered for future years:

COST SAVINGS MEASURES

- The construction of the new plant reduced processes by 50% and equipment needs by 40% resulting in $400,000 per year savings in operation and maintenance costs.
- Staffing was reduced by two (2) positions. At today's wage and benefit costs, this results in an over $116,000 per year savings in labor costs.
- Utilizing our staff and equipment to clean over 300,000 feet of collection system versus contacting for these services saves over $90,000 per year.
- Utilizing our staff and equipment to televise over 200,000 feet of sanitary main lines versus contracting for these services saves $54,000 per year.
- Utilizing our staff and equipment to conduct flow monitoring studies in the collection system versus contracting for these services saves over $27,000 per year.
- Utilizing our own staff to qualify biosolids spreading field sites and perform all management services versus utilizing our hauling contractor to provide these services saves $17,000 per year.
- Providing laboratory analyses for other entities generates $25,000 per year in revenues which offsets 25% of the laboratory budget.
- Providing cleaning and televising services for other departments and other communities, as time allows, generates $20,000 per year in revenues.
- Averted vendor recommended purchase of new SCADA alarm monitoring software by upgrading existing software and hardware for a savings of $15,000.
- Staff collection system monitoring found several sources of high phosphorus discharges which are now being surcharged or have been eliminated. Resultant increases in revenue and savings on phosphorus removal chemicals total over $10,000 per year.

- By modifying our oxidation ditch process operations we averted necessitating starting up the second ditch when loadings increased which will save about $10,000 per year.
- Contracting for lawn services versus utilizing our own staff saves $10,000 per year.
- Contracting for janitorial services versus utilizing our own staff saves $6,000 per year.
- Operational modifications for screenings disposal at our Northeast Pump Station resulted in reduced labor and emergency overtime costs of $7,000 per year.
- Twenty (20) acres of our plant site which was formerly mowed by our staff was converted to allow the UW Ag Research Station staff to crop that acreage saving over $5,000 in labor and equipment costs per year.
- Utilization of the old plant laboratory metal cabinetry for the new plant shop area saved $5,000 in averting the purchase of new ones.
- A project to cull dead and inhibitory forest trees from the wooded areas surrounding the plant site will result in $5,000 to $10,000 in revenue, and will preserve the health and vitality of the wooded buffer area.
- Leasing the collection system vacuum/jetter truck versus an outright purchase of a new one saved $4,000 over five (5) years.
- The frequency in routine standby generator runs was cut by 50% and resulted in a $2,500 per year savings in fuel costs.
- Securing approval from the DNR to reduce the frequency of lab analysis from seven (7) days per week to five (5) per week saves $2,000 per year in labor and supply costs.
- Qualifying the UW Ag Research Station farm sites for biosolids hauling saves $1,500 per year in biosolids hauling costs.
- As a result of our accelerated mainline cleaning program, sewer backup calls were reduced by 90% resulting in a $1,000 per year saving in labor overtime.
- Removing authorization for supervisors to utilize city vehicles to commute to and from home resulted in a $1,000 per year savings in fuel costs.
- A modification made to the garage HVAC system resulted in an $800 per year savings in heating and ventilating costs.
- Automation installed to control oxidation ditch dissolved oxygen levels from wasting oxygen results in a $600 per year savings.

Staff is committed, on a daily basis, to implement ways to save money or do things more efficiently. For example, one operator made modifications to an inspection shroud reducing the time to perform this quarterly maintenance function from two (2) hours to 10 minutes per event. This saves $205 per year in labor costs and allows the task to be performed more safely.

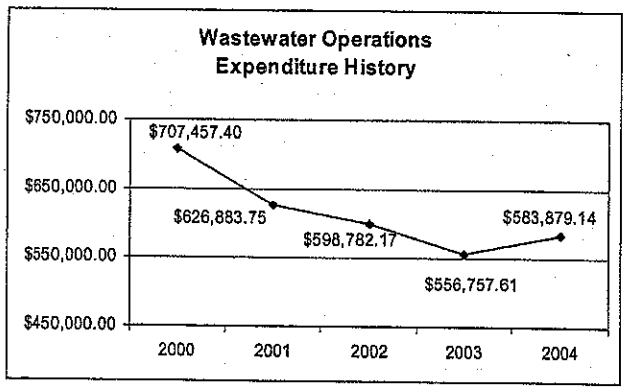
SCHEDULE OF DIVISION EXPENDITURES
(EXCLUDING INFLOW/INFILTRATION PROGRAM INITIATIVE:

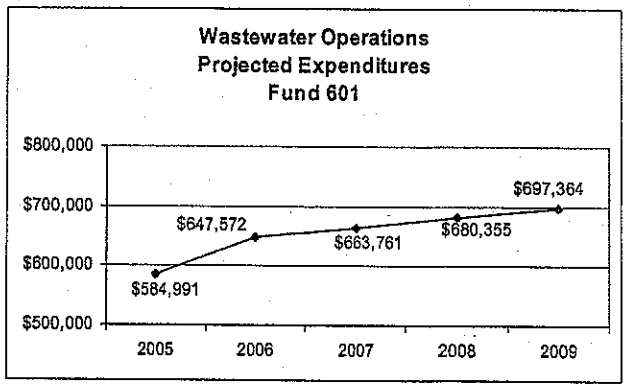
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
TOTAL	$3,209,573	$3,474,898	$3,431,910	$3,586,381

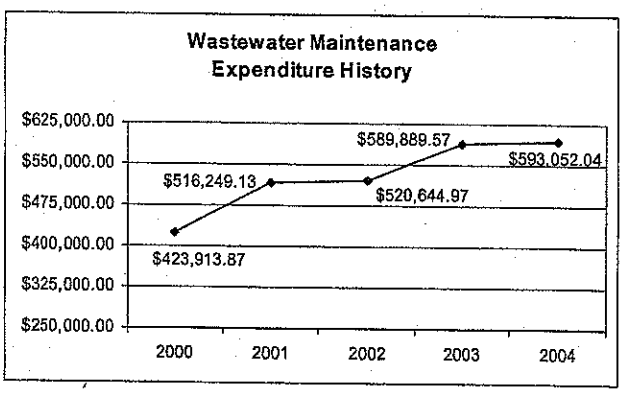
DEPARTMENT STAFFING TABLE (FTE)*:	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Utility Superintendent	C/5/2	1.0	1.0
Assistant Superintendent	C/4/2	1.0	1.0
Lab. Tech.	Teamsters/Local 662	1.0	1.0
Collection System Operators	Teamsters/Local 662	2.0	2.0
Plant Operators	Teamsters/Local 662	3.0	3.0
Sewer Maintenance Operators	Teamsters/Local 662	2.0	2.0
Secretary	AFSCME-Local 929	0.5	0.5
Total		10.5	10.5

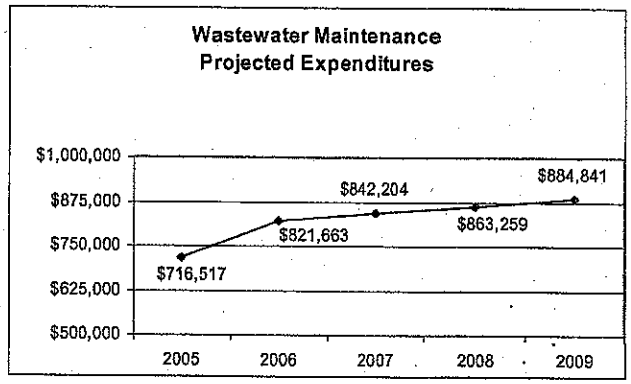
* Not including one position (Plumbing Inspector) budgeted in the City's General Fund, yet partially assigned to the Wastewater Utility (at 20%) Inflow/Infiltration Program Initiative.

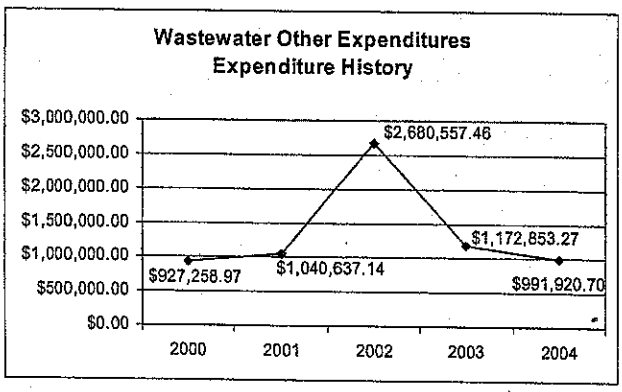
GRAPHS:

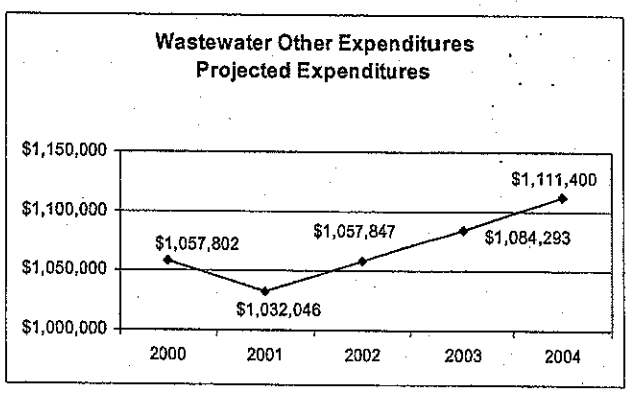

Wastewater Operations
Expenditure History
$750,000.00
$650,000.00
$550,000.00
$450,000.00
$707,457.40
$626,883.75
$598,782.17
$556,757.61
$583,879.14
2000
2001
2002
2003
2004

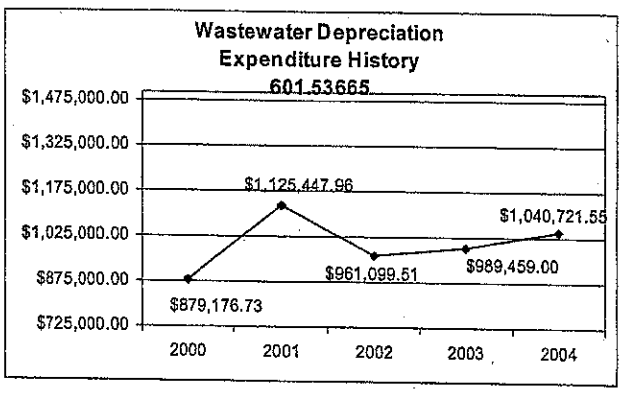

Wastewater Operations
Projected Expenditures
Fund 601
$800,000
$700,000
$600,000
$500,000
$584,991
$647,572
$663,761
$680,355
$697,364
2005
2006
2007
2008
2009

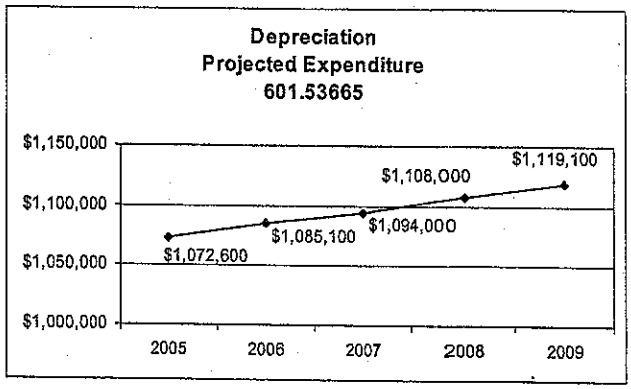

Wastewater Maintenance
Expenditure History
$625,000.00
$550,000.00
$475,000.00
$400,000.00
$325,000.00
$250,000.00
$423,913.87
$516,249.13
$520,644.97
$589,889.57
$593,052.04
2000
2001
2002
2003
2004


Wastewater Maintenance
Projected Expenditures
$1,000,000
$875,000
$750,000
$625,000
$500,000
$716,517
$821,663
$842,204
$863,259
$884,841
2005
2006
2007
2008
2009


Wastewater Other Expenditures
Expenditure History
$3,000,000.00
$2,500,000.00
$2,000,000.00
$1,500,000.00
$1,000,000.00
$500,000.00
$0.00
$927,258.97
$1,040,637.14
$2,680,557.46
$1,172,853.27
$991,920.70
2000
2001
2002
2003
2004


Wastewater Other Expenditures
Projected Expenditures
$1,150,000
$1,100,000
$1,050,000
$1,000,000
$1,057,802
$1,032,046
$1,057,847
$1,084,293
$1,111,400
2000
2001
2002
2003
2004


Wastewater Depreciation
Expenditure History
601.53665
$1,475,000.00
$1,325,000.00
$1,175,000.00
$1,025,000.00
$875,000.00
$725,000.00
$879,176.73
$1,125,447.96
$961,099.51
$989,459.00
$1,040,721.55
2000
2001
2002
2003
2004


Depreciation
Projected Expenditure
601.53665
$1,150,000
$1,100,000
$1,050,000
$1,000,000
$1,072,600
$1,085,100
$1,094,000
$1,108,000
$1,119,100
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
WASTEWATER UTILITY						
SANITARY SEWER SPEC ASSESSMT 601.00000.0000.42210	33,060.63	91,000.00	32,000.00	24,000.00	24,000.00	
OTH REGULATORY PERMITS/FEES 601.00000.0000.44900	650.00	650.00	500.00	650.00	650.00	
MEAS SERV TO GEN CUST-RESID 601.00000.0000.46411	2,207,394.04	2,283,583.00	2,200,000.00	2,351,000.00	2,351,000.00	
MEAS SERV TO GEN CUST-COMMER 601.00000.0000.46412	1,005,618.45	1,107,932.00	1,000,000.00	1,141,000.00	1,141,000.00	
MEAS SERV TO GEN CUST-INDUST 601.00000.0000.46413	601,923.79	655,057.00	590,000.00	675,000.00	675,000.00	
SEPTIC & HLDG TANK DISP FEES 601.00000.0000.46418	25,707.77	40,000.00	28,000.00	33,000.00	33,000.00	
MEAS SER TO GEN CST-PUB AUTH 601.00000.0000.47491	100,700.50	95,694.00	99,000.00	99,000.00	99,000.00	
INTEREST ON GENERAL INVESTMT 601.00000.0000.48110		15,000.00				
INTEREST ON RESTR INVESTMNTS 601.00000.0000.48120	27,809.61	62,000.00	30,000.00	30,000.00	30,000.00	
INTEREST ON SPEC ASSESSMENTS 601.00000.0000.48130	1,875.16	400.00	2,000.00	2,000.00	2,000.00	
LABORATORY SERVICE FEES 601.00000.0000.48692	24,869.50	20,000.00	25,000.00	25,000.00	25,000.00	
PENALTY CHARGES 601.00000.0000.48693	4,983.46	6,000.00	6,000.00	6,000.00	6,000.00	
MISC OTHER OPERATING REVENUE 601.00000.0000.48699	119,316.82	40,000.00	32,000.00	65,000.00	65,000.00	
MISC OTHER NON-OPER REVENUE 601.00000.0000.48999	50.00	300.00	2,114.00	300.00	300.00	
OTHER NONOPERATING REVENUES						
NET GAIN ON DISPOSAL OF ASTS 601.49600.0000.47450	15,998.27					
TOTALS: OTHER NONOPERATING REVEN	15,998.27					
TOTALS: WASTEWATER UTILITY	4,169,958.00	4,417,616.00	4,046,614.00	4,451,950.00	4,451,950.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
WASTEWATER UTILITY						
PROJECT						
PERSONAL SERVICES	704,257.92	752,934.00	698,877.00	819,028.00	819,028.00	
CONTRACTUAL SERVICES	503,002.51	530,083.00	555,418.00	567,996.00	565,996.00	
SUPPLIES AND EXPENSES	337,636.08	489,266.00	464,622.00	456,822.00	455,197.00	
BUILDING MATERIALS	1,513.60		600.00	12,500.00	12,500.00	
FIXED CHARGES	1,082,629.96	1,122,118.00	1,133,207.00	1,150,195.00	1,150,195.00	
DEBT SERVICE	572,986.32	580,497.00	579,186.00	583,465.00	583,465.00	
GRANTS CONTRIB INDEMNITIES	7,547.04					
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	3,209,573.43	3,474,898.00	3,431,910.00	3,590,006.00	3,586,381.00	
TOTALS: WASTEWATER UTILITY	3,209,573.43	3,474,898.00	3,431,910.00	3,590,006.00	3,586,381.00	

STORMWATER UTILITY
FUND 603

PROGRAM NARRATIVE AND BUDGET HIGHLIGHT:

In the 2004 budget I had recommended the creation of a Stormwater Utility, also known as an enterprise fund. The basic objective was to provide a service or product to the public and other governmental entities at a reasonable cost. A stormwater utility is a use-charge system for stormwater management where the charge is based on relative contribution to the stormwater problem. It would have provided for a dedicated source of revenue for the stormwater management.

By making a conversion to an enterprise fund, the associated budgets and financial statements would more accurately portray the true cost of stormwater operations to outside observers. It would have eliminated the differences in accounting between the rate studies and the current budget and financial reports prepared for the storm sewer service. Thus, the storm sewer rates are easier to justify to the users of the service.

The Common Council, in 2004, did not approve the creation of a Stormwater Utility. The recommended 2006 Stormwater Utility budget is $114,107. This represents a transfer to the General Fund (#101) to close out the Stormwater Utility Fund (#603).

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM WATER UTILITY						
TAXES						
GENERAL PROPERTY TAXES 603.41000.0000.41110	667,478.00					
TOTALS: TAXES	667,478.00					
INTERGOVERNMENTAL REVENUES						
STATE GRANTS-STORMWATER 603.43000.0000.43550	59,845.11		9,828.00			
TOTALS: INTERGOVERNMENTAL REVENU	59,845.11		9,828.00			
PUBLIC CHARGES FOR SERVICES						
STORM SEWERS 603.46000.0000.46324	317.31					
TOTALS: PUBLIC CHARGES FOR SERVI	317.31					
INTERGOVT CHGS FOR SERVICES						
OTH LOC GOVT, TRANSP-HWY/ST 603.47000.0000.47331	507.32					
ALS: INTERGOVT CHGS FOR SERVI	507.32					
MISCELLANEOUS REVENUE						
SALE OF SALVAGE & WASTE PROD 603.48000.0000.48316	933.20					
TOTALS: MISCELLANEOUS REVENUE	933.20					
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 603.49000.0000.49300					114,107.00	
TOTALS: OTHER FINANCING SOURCES					114,107.00	
TOTALS: STORM WATER UTILITY	729,080.94		9,828.00		114,107.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM WATER UTILITY						
HIGHWAY & STREET CLEANING						
PROJECT						
PERSONAL SERVICES	72,108.17					
CONTRACTUAL SERVICES	4,109.90					
SUPPLIES AND EXPENSES	43,524.50					
TOTALS: PROJECT	119,742.57					
TOTALS: HIGHWAY & STREET CLEANIN	119,742.57					

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM SEWER MAINTENANCE						
PROJECT						
PERSONAL SERVICES	157,323.11					
CONTRACTUAL SERVICES	16,743.18					
SUPPLIES AND EXPENSES	158,570.89					
BUILDING MATERIALS	22,742.65					
FIXED CHARGES	9,044.95					
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	364,424.78					
TOTALS: STORM SEWER MAINTENANCE	364,424.78					

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
STORM SEWER CONSTR (TRUNK)						
PROJECT						
PERSONAL SERVICES	6,712.11		2,831.00			
CONTRACTUAL SERVICES	68,791.42		1,680.00			
SUPPLIES AND EXPENSES	356.00					
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	75,859.53		4,511.00			
TOTALS: STORM SEWER CONSTR (TRK)	75,859.53		4,511.00			

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS					114,107.00	
TOTALS: PROJECT					114,107.00	
TOTALS: OTHER FINANCING USES					114,107.00	
TOTALS: STORM WATER UTILITY	560,026.88		4,511.00		114,107.00	

EMERGENCY MEDICAL SERVICES
605-51510/52310

Mission Statement

The mission of the Emergency Medical Services Division is to provide quality pre-hospital emergency medical care to sick or injured persons in the City of Marshfield and thirteen surrounding towns and villages. Providing emergency and non-emergency transports, neo-natal transports, special pediatric transports, and citizens' assists carries out this mission.

The mission of the Emergency Medical Services Division is provided to all people regardless of race, sex, religion, color, creed, or national origin who live, work, or visit the City of Marshfield or surrounding communities.

Services:

A. Emergency Response

This service comprises the majority of the Department's work in EMS. This service includes responding to requests for medical intervention at the scenes of vehicular and industrial accidents, heart attacks, strokes, falls, assistance requests, and other acute medical emergencies. This service is provided at the paramedic level to the citizens of Marshfield and the contracted village and townships, and also to all persons who may travel through these areas.

B. Emergency Transports

This service is provided to all areas in which we are contracted for Emergency Medical Services. Requests for emergency transports require rapid response for the transportation of persons to the nearest medical facility as a result of a life threatening condition. The Department provides emergency medical transports for patients who need specialized medical treatment at other hospitals. Emergency transports have been provided to Milwaukee, Madison, and Rochester, MN, for specialized medical needs.

C. Contracted Emergency Transports

Saint Joseph's Hospital has contracted with Marshfield Fire and Rescue Department to provide emergency; Advanced Life Support (ALS) intercepts; neonatal transports and pediatric transports when the Spirit of Marshfield is unavailable. This contracted service has also enabled this department to also secure an ALS backup for those times when all our ALS rigs are on other calls.

D. Non-Emergency Transports

The transportation of persons to Saint Joseph's Hospital and the Marshfield Clinic for medical attention for non-life threatening conditions are a frequent occurrence. Many of our patients are from local nursing facilities and Community Based Residential Facilities (CBRF) who have no method of transportation to the hospital because of their medical condition. Because of the renowned medical facilities in Marshfield, we often transport patients that have been

flown in to the airport via air ambulances and require an ambulance to transport the patient to the hospital or clinic for treatment.

In all types of transports, we do not simply transfer patients; we provide professional medical care to ensure their safety until they reach their final destination. Without these services, there would not exist the quality of life we are accustomed to here in the Marshfield area.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS

The recommended 2006 budgets for the Emergency Medical Services total $788,860.

The city began providing an ambulance service in 1964. This service has grown today to a point where there are five ambulances and the necessary personnel to provide reliable service. In addition to serving the residents of the City of Marshfield, the city also has twelve (12) separate agreements with various surrounding towns and a village to provide this same service. The city charges each of the contract communities a fee for making this service available and any residents of the contract towns and village who use the service are also charged a user fee. In 2004, the total fees charged to individuals, businesses and local governments were $738,995. Total estimated 2006 fees ($826,704) are currently adequate to cover the expenses associated with this service.

The ambulance rates and contract amounts the city charges are intended to recover the cost of the ambulance service and are determined by rate studies. These annual rate studies factor in the cost of the personnel and supplies necessary to perform the ambulance service as well as the cost of equipment. Another comprehensive rate analysis will be done in 2006 by the Finance Department.

By converting the ambulance budget to an enterprise fund, beginning in 2003, the associated budgets and financial statements more accurately portray the true cost of the ambulance operations to outside observers. It eliminates the differences in accounting between the rate studies and the current budget and financial reports prepared for the ambulance service. Thus, the ambulance rates are easier to justify to the users of the service as well as towns and villages that contract for this service.

SCHEDULE OF DEPARTMENT EXPENDITURES:

Cost Category	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Billing and Collection	$ 73,686	$84,916	$ 84,558	$ 88,088
Ambulance	603,385	636,843	572,807	653,563
Depreciation	31,170	74,085	42,063	42,100
Interest on Debt	5,263	5,194	5,194	5,109
Net Loss on Disposal of Assets	3,838	-0-	-0-	-0-
TOTAL	$717,342	$801,038	$704,622	$788,860

The recommended 2006 budget includes $7,000 for EMT-Paramedic refresher training. The recommended budget also includes $9,500 for a potential charge from the Marshfield Clinic for a Medical Services Director.

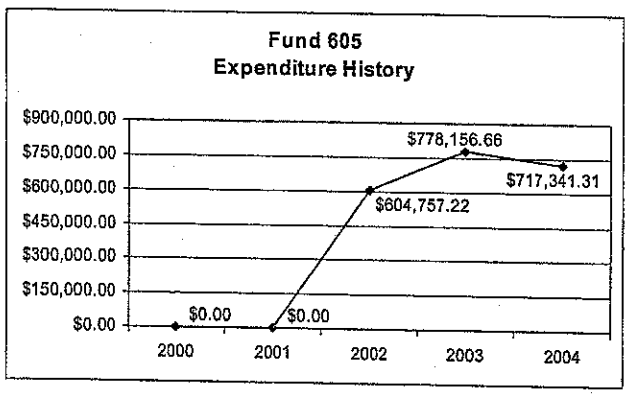
Capital outlay purchases in this fund are charged to an asset account, with their costs amortized over their useful life. As such, they are not budgeted per se in this fund. Nevertheless, below is a list of the major capital outlay purchases recommended for 2006.

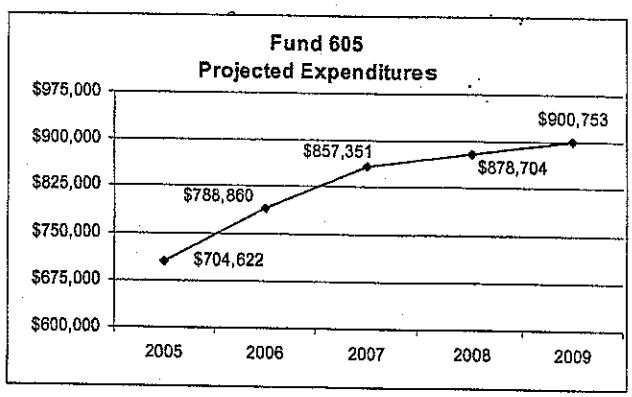
- Isolation Transformer for Emergency Generator $1,740

This budget is funded entirely by user fees.

DEPARTMENT STAFFING (FTE):	Classification/ Representation	Authorized 2005	Recommended Authorization 2006
Deputy Fire Chief	C/5/2	0.7	0.7
EMT/Firefighter	Local 1021-IAFF	6.0	6.0
Account Clerk I	AFSCME	1.0	1.0
TOTAL		7.7	7.7

GRAPHS:





CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
EMERGENCY MEDICAL SERV FUND						
INTERGOVERNMENTAL REVENUES						
STATE MEDICAL TRANS SUPPLMNT 605.43000.0000.43412	64,100.00					
ST GRANTS, OTH PUBLIC SAFETY 605.43000.0000.43529	3,985.54	5,000.00	5,000.00	5,000.00	5,000.00	
TOTALS: INTERGOVERNMENTAL REVENU	68,085.54	5,000.00	5,000.00	5,000.00	5,000.00	
PUBLIC CHARGES FOR SERVICES						
AMBULANCE FEES 605.46000.0000.46230	588,339.40	618,345.00	655,218.00	665,000.00	665,000.00	
MEDICARE/MEDICAID ADJUSTMENT 605.46000.0000.46231	(49,369.16)	(60,000.00)	(60,000.00)		(50,000.00)	
EMS SJH AGREEMENT 605.46000.0000.46235	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	
TOTALS: PUBLIC CHARGES FOR SERVI	553,970.24	573,345.00	610,218.00	680,000.00	630,000.00	
INTERGOVT CHGS FOR SERVICES						
OTH LOC GOVT, AMBULANCE SERV 605.47000.0000.47323	185,025.00	196,704.00	196,704.00	196,704.00	196,704.00	
ALS: INTERGOVT CHGS FOR SERVI	185,025.00	196,704.00	196,704.00	196,704.00	196,704.00	
MISCELLANEOUS REVENUE						
MISCELLANEOUS INTEREST 605.48000.0000.48190	76.84		1.00			
FIRE DONAT/CONTR FR PR OR/IN 605.48000.0000.48502	1,185.00					
TOTALS: MISCELLANEOUS REVENUE	1,261.84		1.00			
TOTALS: EMERGENCY MEDICAL SERV FUN	808,342.62	775,049.00	811,923.00	881,704.00	831,704.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
EMERGENCY MEDICAL SERV FUND						
FINANCE						
PROJECT						
PERSONAL SERVICES	43,316.85	50,999.00	51,087.00	53,511.00	53,511.00	
CONTRACTUAL SERVICES	7,138.86	7,836.00	7,772.00	8,322.00	8,322.00	
SUPPLIES AND EXPENSES	6,395.00	6,833.00	6,450.00	5,955.00	5,955.00	
FIXED CHARGES	1,696.45	1,748.00	1,748.00	1,800.00	1,800.00	
DEBT SERVICE	17.12		1.00			
GRANTS CONTRIB INDEMNITIES	15,121.33	17,500.00	17,500.00	18,500.00	18,500.00	
TOTALS: PROJECT	73,685.61	84,916.00	84,558.00	88,088.00	88,088.00	
TOTALS: FINANCE	73,685.61	84,916.00	84,558.00	88,088.00	88,088.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
AMBULANCE						
PROJECT						
PERSONAL SERVICES	517,413.27	555,201.00	493,251.00	555,134.00	555,134.00	
CONTRACTUAL SERVICES	34,271.02	31,389.00	30,045.00	41,040.00	41,040.00	
SUPPLIES AND EXPENSES	46,574.99	44,810.00	45,090.00	53,341.00	50,841.00	
FIXED CHARGES	4,890.24	5,443.00	4,421.00	4,808.00	4,808.00	
DEBT SERVICE	235.29					
CAPITAL OUTLAY				1,740.00	1,740.00	
TOTALS: PROJECT	603,384.81	636,843.00	572,807.00	656,063.00	653,563.00	
TOTALS: AMBULANCE	603,384.81	636,843.00	572,807.00	656,063.00	653,563.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
DEPRECIATION						
PROJECT						
FIXED CHARGES	31,170.28	74,085.00	42,063.00	42,100.00	42,100.00	
TOTALS: PROJECT	31,170.28	74,085.00	42,063.00	42,100.00	42,100.00	
TOTALS: DEPRECIATION	31,170.28	74,085.00	42,063.00	42,100.00	42,100.00	

CITY OF MARSHFIELD
***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
INTEREST, G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	5,263.09	5,194.00	5,194.00	5,109.00	5,109.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	5,263.09	5,194.00	5,194.00	5,109.00	5,109.00	
TOTALS: INTEREST, G.O. BONDS	5,263.09	5,194.00	5,194.00	5,109.00	5,109.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER NONOPERATING EXPENSES						
PROJECT						
GRANTS CONTRIB INDEMNITIES	3,837.52					
TOTALS: PROJECT	3,837.52					
TOTALS: OTHER NONOPERATING EXPEN	3,837.52					
TOTALS: EMERGENCY MEDICAL SERV FUN	717,341.31	801,038.00	704,622.00	791,360.00	788,860.00	

VEHICLE/EQUIPMENT
INTERNAL SERVICE FUND SUMMARY
FUND 701

OVERVIEW:

Internal Service Funds are used by state and local governments to account for the financing of goods and services provided by one department or agency to other departments on a cost-reimbursement basis.

Although the use of internal service funds is not required by generally accepted accounting principles (GAAP), there is an increasing utilization of these funds by local governments. There are several advantages to their use, including:

1) the ability to accumulate the total cost of each activity;
2) the greater ease in costing and pricing services (in our immediate case, fleet and equipment management services); and
3) the ability to accumulate resources to replace equipment at appropriate intervals.

Normally, governments use the internal service fund classification to improve their management of resources. The primary reason for reestablishing the Vehicle/Equipment Internal Service Fund in 1991 was to add the capability to include depreciation costs in user charges, allowing for resources to be accumulated to replace existing equipment as it deteriorates or becomes obsolete.

Escalating equipment replacement costs have far outpaced our ability to accumulate the necessary funds to purchase the equipment when needed. Because of this inability to replace the equipment when needed the maintenance costs have also gone up. Significant funding provided last year for replacement of equipment should help reduce our maintenance costs. The 2006 budget request does not include any borrowing for machinery and equipment.

On December 14, 2004, the Common Council approved Resolution No. 2004-58, implementing a revised 2005 rental rate schedule for the Vehicle/Equipment Internal Service Fund to include depreciation costs as a component of the billing rates. The Finance Department has completed it's analysis of the current rate structure, and will soon make recommendations for a revised rental rate structure for 2006.

Capital outlay purchases in the Vehicle/Equipment Fund are charged to an asset account, with their costs amortized over their useful life. As such, they are not budgeted per se in the Internal Service Fund. Nevertheless, below is a list of the major capital outlay purchases recommended for 2006:

Two one ton dump trucks	$83,850
Single axle dump truck w/snow plow & wing	103,850
Concrete saw	15,150
Tractor w/front mount mower & snow broom	23,950
Tire changer	4,120
Pick-up Truck	23,200 *
Total	$254,120

* for Parks and Recreation Department

Each of these purchases will be charged to an asset account and amortized over their useful life.

There is $145,600 appropriated in the Internal Service Fund for its share of the principal and interest due in 2005 on the long-term debt that was previously issued to purchase equipment and the fuel depot.

There is $326,869 in this fund appropriated for gasoline and diesel fuel. This amount also includes $4,873 for repairs to the fueling station and $650 for an underground registration fee.

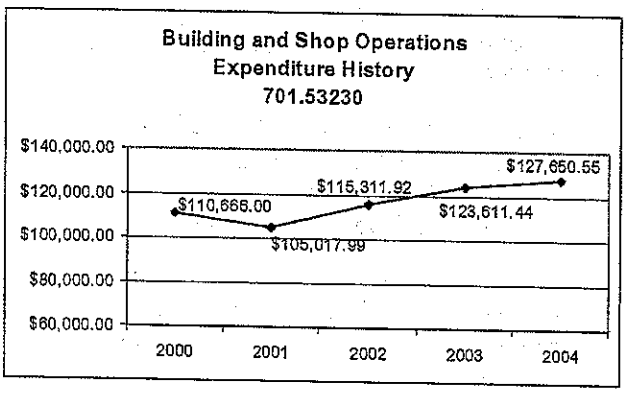
There is $506,500 in this fund appropriated for depreciation expense.

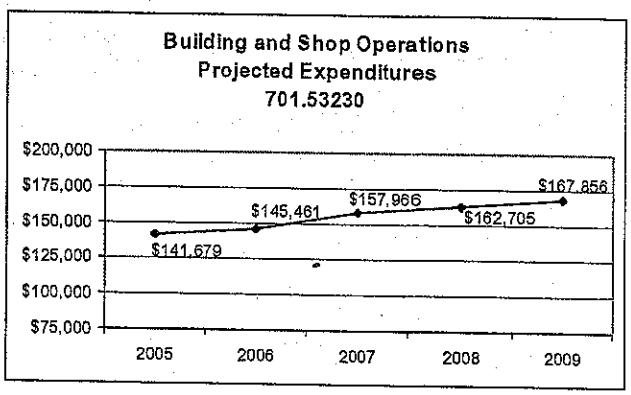
This budget is funded entirely by equipment and gasoline charges to other departments and outside agencies.

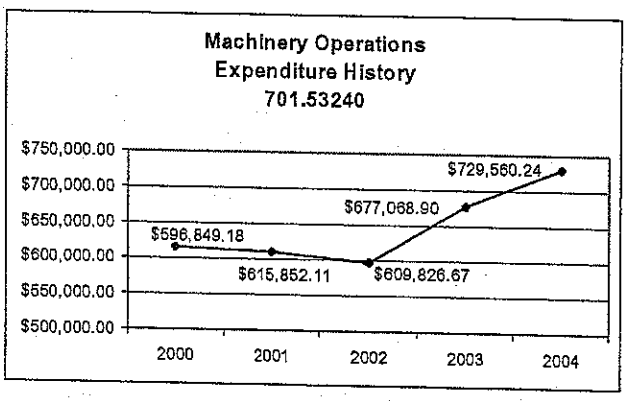
SCHEDULE OF DEPARTMENT EXPENDITURES:

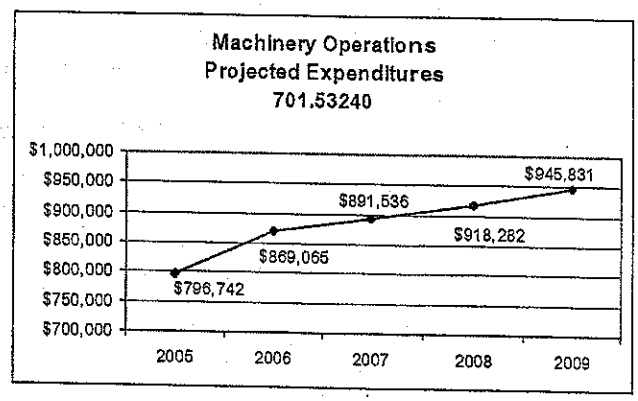
	Actual 2004	Budget 2005	Estimated 2005	Recommended 2006
Building and Shop Operations	$ 127,651	$ 148,599	$141,679	$ 145,461
Machinery Operations	729,560	795,360	796,742	869,065
Gas and Diesel Fuel	194,814	300,985	301,345	326,869
Depreciation	437,163	519,000	464,000	506,500
Interest, Long-term Notes	38,145	33,724	34,724	28,589
Net Loss on Disposition of Assets	1,476	-0-	-0-	-0-
TOTAL	$1,528,809	$1,797,668	$1,738,490	$1,876,484

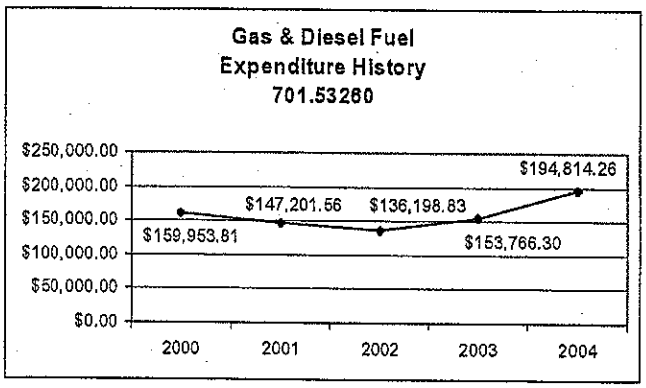
GRAPHS:

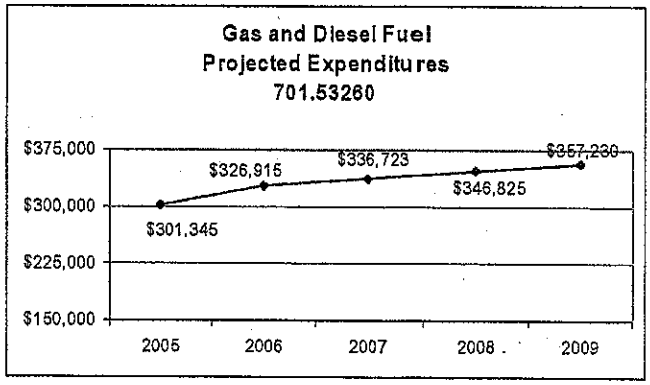


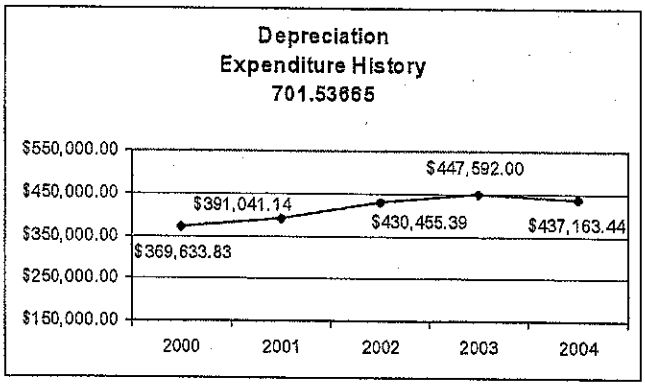







Gas & Diesel Fuel
Expenditure History
701.53260
$250,000.00
$200,000.00
$150,000.00
$100,000.00
$50,000.00
$0.00
$159,953.81
$147,201.56
$136,198.83
$153,766.30
$194,814.26
2000
2001
2002
2003
2004


Gas and Diesel Fuel
Projected Expenditures
701.53260
$375,000
$300,000
$225,000
$150,000
$301,345
$326,915
$336,723
$346,825
$357,230
2005
2006
2007
2008
2009


Depreciation
Expenditure History
701.53665
$550,000.00
$450,000.00
$350,000.00
$250,000.00
$150,000.00
$369,633.83
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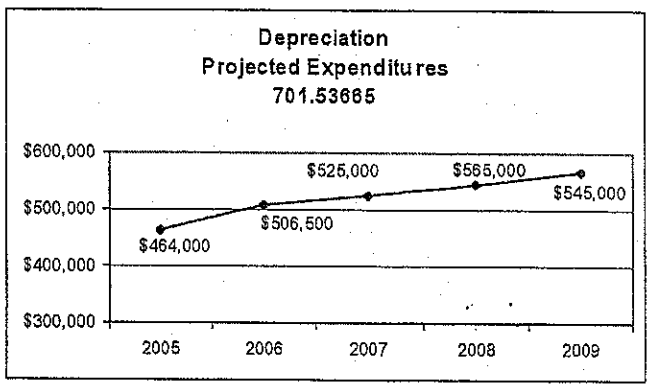
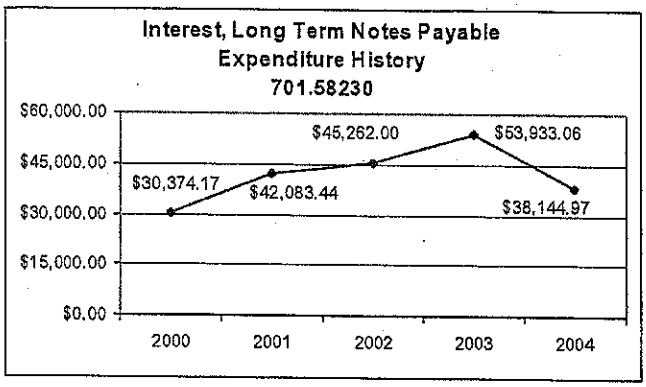
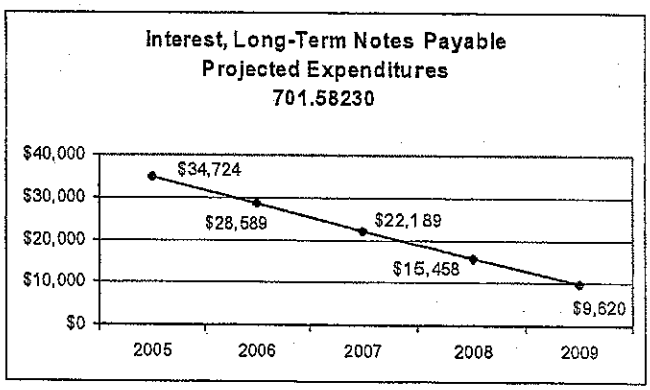
$447,592.00
$437,163.44
2000
2001
2002
2003
2004


Depreciation
Projected Expenditures
701.53665
$600,000
$500,000
$400,000
$300,000
$464,000
$506,500
$525,000
$565,000
$545,000
2005
2006
2007
2008
2009


Interest, Long Term Notes Payable
Expenditure History
701.58230
$60,000.00
$45,000.00
$30,000.00
$15,000.00
$0.00
$30,374.17
$42,083.44
$45,262.00
$53,933.06
$38,144.97
2000
2001
2002
2003
2004


Interest, Long-Term Notes Payable
Projected Expenditures
701.58230
$40,000
$30,000
$20,000
$10,000
$0
$34,724
$28,589
$22,189
$15,458
$9,620
2005
2006
2007
2008
2009

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
VEHICLE/EQ INTERNAL SERV FND						
INTERGOVT CHGS FOR SERVICES						
TRANSP MOTOR POOL CHARGES 701.47000.0000.47424	1,347,880.20	1,501,198.00	1,501,198.00	1,529,830.00	1,529,830.00	
CENTRAL GAS AND DIESEL FUEL 701.47000.0000.47426	209,794.20	300,985.00	300,985.00	322,000.00	322,000.00	
TOTALS: INTERGOVT CHGS FOR SERVI	1,557,674.40	1,802,183.00	1,802,183.00	1,851,830.00	1,851,830.00	
MISCELLANEOUS REVENUE						
SALE OF HWY EQUIP & PROPERTY 701.48000.0000.48303			150.00	150.00	150.00	
SALE OF SALVAGE & WASTE PROD 701.48000.0000.48316	5,067.53	1,900.00	1,809.00	1,900.00	1,900.00	
OTHER MISCELLANEOUS REVENUE 701.48000.0000.48900	528.56					
TOTALS: MISCELLANEOUS REVENUE	5,596.09	1,900.00	1,959.00	2,050.00	2,050.00	
TOTALS: VEHICLE/EQ INTERNAL SERV F	1,563,270.49	1,804,083.00	1,804,142.00	1,853,880.00	1,853,880.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
VEHICLE/EQ INTERNAL SERV FND						
BUILDING AND SHOP OPERATIONS						
PROJECT						
PERSONAL SERVICES	31,867.75	40,157.00	40,190.00	38,863.00	38,863.00	
CONTRACTUAL SERVICES	73,998.95	79,854.00	79,854.00	84,897.00	81,622.00	
SUPPLIES AND EXPENSES	9,613.47	16,705.00	16,705.00	16,740.00	16,740.00	
BUILDING MATERIALS	599.25					
FIXED CHARGES	11,571.13	11,883.00	4,930.00	4,961.00	4,961.00	
CAPITAL OUTLAY					3,275.00	
TOTALS: PROJECT	127,650.55	148,599.00	141,679.00	145,461.00	145,461.00	
TOTALS: BUILDING AND SHOP OPERAT	127,650.55	148,599.00	141,679.00	145,461.00	145,461.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
MACHINERY OPERATIONS						
PROJECT						
PERSONAL SERVICES	306,147.77	331,267.00	334,026.00	340,547.00	340,547.00	
CONTRACTUAL SERVICES	24,769.08	50,070.00	50,070.00	51,721.00	51,721.00	
SUPPLIES AND EXPENSES	375,684.84	387,732.00	387,732.00	453,981.00	449,861.00	
FIXED CHARGES	22,704.92	26,291.00	24,905.00	26,936.00	26,936.00	
DEBT SERVICE	253.63		9.00			
TOTALS: PROJECT	729,560.24	795,360.00	796,742.00	873,185.00	869,065.00	
TOTALS: MACHINERY OPERATIONS	729,560.24	795,360.00	796,742.00	873,185.00	869,065.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
GAS AND DIESEL FUEL						
PROJECT						
CONTRACTUAL SERVICES	3,815.64	4,575.00	4,575.00	4,989.00	4,989.00	
SUPPLIES AND EXPENSES	190,998.62	296,410.00	296,770.00	321,880.00	321,880.00	
TOTALS: PROJECT	194,814.26	300,985.00	301,345.00	326,869.00	326,869.00	
TOTALS: GAS AND DIESEL FUEL	194,814.26	300,985.00	301,345.00	326,869.00	326,869.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
DEPRECIATION						
PROJECT						
FIXED CHARGES	437,163.44	519,000.00	464,000.00	506,500.00	506,500.00	
TOTALS: PROJECT	437,163.44	519,000.00	464,000.00	506,500.00	506,500.00	
TOTALS: DEPRECIATION	437,163.44	519,000.00	464,000.00	506,500.00	506,500.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
INTEREST, LONG-TERM NTS PYBL						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	38,144.97	34,724.00	34,724.00	28,589.00	28,589.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	38,144.97	34,724.00	34,724.00	28,589.00	28,589.00	
TOTALS: INTEREST, LONG-TERM NTS	38,144.97	34,724.00	34,724.00	28,589.00	28,589.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
OTHER NONOPERATING EXPENSES						
PROJECT						
GRANTS CONTRIB INDEMNITIES	1,476.41					
TOTALS: PROJECT	1,476.41					
TOTALS: OTHER NONOPERATING EXPEN	1,476.41					
TOTALS: VEHICLE/EQ INTERNAL SERV F	1,528,809.87	1,798,668.00	1,738,490.00	1,880,604.00	1,876,484.00	

CEMETERY PERPETUAL CARE FUND
FUND 801

The recommended 2006 budget for the Cemetery Perpetual Care Fund is $3,000. The interest earned from invested perpetual care monies, estimated to be $3,000, is transferred to the General Fund to help defray expenses related to the maintenance of Hillside Cemetery. The offsetting revenue is shown under revenue account #101.49000.0801.49280.

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL REVENUE	2005 BUDGET	2005 TOTAL ESTIMATED REVENUE	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CEMETERY PERPETUAL CARE FUND						
PUBLIC CHARGES FOR SERVICES						
CEMETERY 801.46000.0000.46540	6,425.00	8,000.00	8,000.00	8,000.00	8,000.00	
TOTALS: PUBLIC CHARGES FOR SERVI	6,425.00	8,000.00	8,000.00	8,000.00	8,000.00	
MISCELLANEOUS REVENUE						
CEM PERP CARE FUND INTEREST 801.48000.0000.48150	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	
TOTALS: MISCELLANEOUS REVENUE	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	
TOTALS: CEMETERY PERPETUAL CARE FU	9,334.70	10,350.00	11,000.00	11,000.00	11,000.00	

CITY OF MARSHFIELD

***** 2006 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2004 ACTUAL EXPENDITURES	2005 BUDGET	2005 TOTAL ESTIMATED EXPENDITURES	2006 DEPARTMENTAL REQUESTS	2006 ADMINISTRATOR'S RECOMMENDED BUDGET	2006 PROPOSED BUDGET
CEMETERY PERPETUAL CARE FUND						
OTHER FINANCING USES						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	
TOTALS: PROJECT	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	
TOTALS: OTHER FINANCING USES	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	
TOTALS: CEMETERY PERPETUAL CARE FU	2,909.70	2,350.00	3,000.00	3,000.00	3,000.00	

APPENDIX A

2006 BUDGET DEVELOPMENT CALENDAR
OPERATING AND CAPITAL BUDGETS
CITY OF MARSHFIELD, WISCONSIN
REVISED SEPTEMBER 9, 2005

Date	Action
Tues May 10, 2005 7:00 p.m.	Presentation of 2004 fiscal audit report by the City's independent audit firm at regular Council meeting
Tues May 24, 2005 7:00 p.m.	2006 Budget Overview/Financial Forecast Presentation to the Common Council (regular Council meeting). Discussion/approval of 2006 Budget Development Parameters and Guidelines
Thurs., July 7, 2005 10:00 a.m.	Departmental budget meeting to discuss 2006 budget parameters, review budget instructions, and distribute data necessary to prepare budget requests
Fri, Aug 5, 2005 5:00 p.m.	All 2006 capital and operating budget requests due in Finance Office (Fire and Police Commission and Library Board review of their respective budgets occur prior to this date)
Tues, Sept 6 , 2005 Wed, Sept 7, 2005 Thurs, Sept.8, 2005 Fri, Sept. 9, 2005	City Administrator's budget hearings/review of 2006 budget requests with department/division/ agency heads
Tues Oct 11, 2005	City Administrator's recommended 2006 budget presented at regular Common Council meeting
Mon Oct 24, 2005 Time: 6:00 p.m.	Special budget work session of Common Council to review recommended 2006 budget
Mon Oct 31, 2005 Time: 6:00 p.m.	Special budget work session of Common Council to review recommended 2006 budget
Tues Nov 1, 2005 Time: 6:00 p.m.	Special budget work session of Common Council to review recommended 2006 budget; authorize publication of proposed 2006 budget
Sat Nov 5, 2005	Publication of proposed 2006 budget
Tues Nov 22, 2005 6:30 p.m. 7:00 p.m.	 Public Hearing on proposed 2006 budget Adoption of 2006 budget during Council meeting

APPENDIX B
GLOSSARY OF TERMS

Appropriation – An authorization made by the Common Council which permits officials to incur obligations and to expend city resources.

Assessed Valuation – The total taxable value placed on real estate, personal property, and utilities as a basis for levying taxes. 2005 taxes to support the 2006 City of Marshfield budgets will be levied on an estimated 2005 assessed valuation of $1,140,972,080, an increase of 1.25% from one year ago.

Bond - A written promise to pay a specified sum of money called principal at a specified maturity date along with periodic interest paid at a specified percentage of the outstanding principal. Bonds are used for long-term debt.

Budget - A plan of financial operation embodying an estimate of proposed revenue and expenditures for a given year. It is the primary means by which most of the expenditure and service delivery activities of a government are planned. The term "Recommended Budget" indicates the budget document presented by the City Administrator to the Mayor and Common Council for their review. The term "Adopted Budget" utilized throughout this document refers to official budgetary totals adopted by the Common Council.

Business Improvement District - A district created under state statute by petition to the city from owners of commercial property. The purpose is to allow property owners within the district to develop, manage, and promote their district and provide a method to fund these activities via a self-imposed assessment.

Capital Outlay - The purchase, acquisition, or construction of any item having a unit cost of $1,000 or more. Typical capital outlay items include vehicles, construction equipment, and office equipment. Capital outlay appropriations (accounts) begin with the two digits (58__).

CIP - Capital Improvement Program. A long-term plan of capital expenditures. The City of Marshfield annually updates its 5-year CIP to guide physical development and renewal of the city within finite financial resources.

Contingency - Funds budgeted and set aside, but not appropriated or approved for a specific use. These funds are used to finance costs that were not anticipated when the budget was considered and approved.

Contractual Services - Expenditures related to daily routine operations such as utilities, postage, printing, repairs, etc. which are purchased from private contractors.

Debt Service - Payments of interest and repayment of principal to holders of the city's debt instruments (e.g. bonds).

Depreciation - That portion of the cost of a capital asset which is charged as an expense during a particular year.

Fiduciary Fund - A fund accounting for assets held by the city in a trustee or agency capacity. In the case of the City of Marshfield, this pertains to the Cemetery Perpetual Care Fund.

Fiscal Year - A twelve-month period designated as the operating year for an entity. For the city, the fiscal year is the same as the calendar year (also called the Budget Year). The fiscal year for the State of Wisconsin is July 1 - June 30.

Franchise Fee - A fee levied by the Common Council on businesses that use city property or right of way. This fee is usually charged as a percentage of gross receipts.

Fund - An independent accounting entity that has a set of self balancing accounts and that records all financial transactions for specific activities or government functions.

General Fund - The main operating fund of the city. It accounts for basic operating services such as Police, Fire and Rescue, Traffic Control, Streets, Parks and Recreation, Library, and administrative services.

Mill - One thousandth of a dollar or $1.00 of tax per $1,000 assessed valuation. The property tax levy is the total amount to be taxed against all property. The number of mills at which property is taxed is calculated by dividing the amount of taxes levied by the assessed valuation.

Non-Departmental - Program costs that do not relate to any one department, but represent costs of a general city-wide nature.

Ordinance - A formal legislative enactment by the Common Council which implements or amends local law.

Proprietary Fund - A fund type which pays for itself. Also known as an enterprise fund, proprietary funds establish revenue-based fees and charges based on recouping the cost of services provided. In the case of the City of Marshfield, the recommended 2006 budgets include three proprietary funds (the Wastewater Utility Enterprise Fund, the Emergency Medical Services Enterprise Fund, and the Vehicle/Equipment Internal Service Fund).

Special Assessments - A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service determined to primarily benefit those properties.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. For example, the Room Tax Fund (202) is established to account for the City of Marshfield's room tax revenues and expenditures.

Tax Year - The calendar year in which ad valorem property taxes are levied to finance the ensuing calendar year budget. For example, taxes levied in 2005 will finance the 2006 budget.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as, special assessments.

Tax Incremental Financing District (T.I.F.) - A geographical area designated for public and private development. Public improvements within the T.I.F. District are initially financed by debt issued by the city. The debt is then repaid over time from taxes resulting from increased private development within the T.I.F. District which are segregated from taxes levied on the base year value within the district. The City of Marshfield currently has six active districts - the Tower Hall project, the Purdy School project, the Downtown redevelopment project, the Mill Creek Business Park project, the Figi's project, and the Yellowstone Industrial Park.

APPENDIX C

WAGE AND SALARY SCHEDULES
CITY OF MARSHFIELD POSITIONS

2006 Wages and Salaries:

All non-represented employees (excluding Library personnel and elected officials) are subject to the Classification and Pay Plan previously adopted by the Common Council (see next page).

City personnel policy indicates that the midpoint of the pay range represents the market value of the job, i.e. the economic value that other employers, with whom the city competes for employees, place on the same or similar job. The integrity of the salary plan is maintained by adjusting the pay ranges according to economic trends. The most recent adjustments to the pay plan occurred on January 1, 2005 when various percentage adjustments were made to all minimum, midpoint, and maximum values.

Monies are included within the respective departmental budgets to implement 1) salary adjustments for non-represented employees who are progressing from the minimum value to the midpoint value of their respective pay range pursuant to personnel Policy 3.800; and 2) a 3.0% salary adjustment for non-represented employees who have reached or the midpoint value of their range, with such adjustments to occur on the employees' respective anniversary dates, contingent upon satisfactory performance as documented in a written performance appraisal.

Monies to finance a 3.0% compensation adjustment for Library employees are recommended within the Library budget. Within the constraints of its 2006 budget, the Library Board can proceed to authorize any and all compensation adjustments for its employees without further Council action.

The AFSCME (Public Works/Parks), AFSCME (Clerical/Technical) and Teamsters (Wastewater Utility) bargaining agreements have been settled and will expire on December 31, 2005. The collective bargaining agreement with the Firefighters bargaining unit expired on December 31, 2003 and the collective bargaining agreements with Dispatchers/Ordinance Enforcement Officers and Police Officers expired on December 31, 2004. Negotiations are ongoing with all six units.

Monies to finance a reasonable 2006 wage adjustment for the six union groups are included as part of the appropriations in their respective departmental budgets.

CITY OF MARSHFIELD
CLASSIFICATION/COMPENSATION SCHEDULE FOR
NON-REPRESENTED POSITION CLASSIFICATIONS (2.5%)
Effective January 1, 2005

		RECOMMENDED SCALE		
Position	Band, Grade, Subgrade	Minimum	Midpoint	Maximum
(Unused)	A13	$23,890	$27,474	$31,058
Cemetery Laborer	B21	$24,539	$28,846	$33,152
(Unused)	B22	$26,109	$30,287	$34,464
Accounting Clerk	B23	$27,298	$31,803	$36,307
Municipal Court Clerk (.8 FTE)	B23	$27,298	$31,803	$36,307
Secretary to City Administrator	B23	$27,298	$31,803	$36,307
Secretary to Police Chief	B23	$27,298	$31,803	$36,307
Secretary to Fire Chief	B23	$27,298	$31,803	$36,307
Secretary to Mayor (.7 FTE)	B23	$27,298	$31,803	$36,307
Deputy Assessor	B31	$39,841	$46,614	$53,387
Cemetery Sexton	B31	$39,841	$46,614	$53,387
Plumbing Inspector	B23(B31)	$39,841	$46,614	$53,387
Electrical Insp./Asst. Build.Insp.	B31	$39,841	$46,614	$53,387
Civil Engineer I	C41	$42,252	$49,858	$57,464
GIS Coordinator	C41	$42,252	$49,858	$57,464
Asst. Wastewater Superintendent	C42	$43,415	$51,447	$59,478
Parks and Rec. Maintenance Sup.	C42	$43,415	$51,447	$59,478
Parks and Rec. Supervisor	C42	$43,415	$51,447	$59,478
Assistant Street Superintendent	C43	$45,488	$53,403	$61,317
Civil Engineer II	C43	$45,488	$53,403	$61,317
Police Staff Services Supervisor	C43	$45,488	$53,403	$61,317
Human Resources Manager	C43	$45,488	$53,403	$61,317

City Surveyor	C43	$45,488	$53,403	$61,317
Information Technology Analyst	C43	$45,488	$53,403	$61,317
Assistant City Engineer	C44	$46,193	$55,200	$64,208
Assistant Finance Director	C44	$46,193	$55,200	$64,208
Building Services Supervisor	C44	$46,193	$55,200	$64,208
Information Tech. Lead Analyst	C44	$46,193	$55,200	$64,208
Planner/Zoning Administrator	C44	$46,193	$55,200	$64,208
Police Sergeant	C44	$46,193	$55,200	$64,208
(Unused)	C51	$47,950	$57,541	$67,133
Dir. of Planning and Econ. Devel.	C52	$51,285	$61,798	$72,312
City Engineer	C52	$51,285	$61,798	$72,312
Street Superintendent	C52	$51,285	$61,798	$72,312
Wastewater Utility Superintendent	C52	$51,285	$61,798	$72,312
Deputy Fire Chief	C52	$51,285	$61,798	$72,312
Police Lieutenant	C52	$51,285	$61,798	$72,312
Parks and Recreation Director	D61	$53,241	$64,421	$75,602
(Unused)	D62	$54,804	$66,588	$78,373
Police Chief	D63	$57,610	$70,284	$82,958
Fire Chief	D63	$57,610	$70,284	$82,958
Finance Director	D64	$59,545	$72,645	$85,744
Director of Public Works	D64	$59,545	$72,645	$85,744
(Unused)	E81	$64,171	$78,609	$93,048
(Unused)	E82	$66,334	$81,259	$96,184
City Administrator	E83	$68,569	$83,997	$99,425
(Unused)	E91	$69,419	$85,038	$100,658

* Indicates a classification to be paid in a market contingency range that is one grade level higher (current practice)

AFSCME LOCAL 929: STREET DIVISION, PARK MAINTENANCE AND BUILDING SERVICES

CLASSIFICATION WAGE SCHEDULE

SHOP:	1/1/04 2.3%	1/1/05 2.3%	2/22/05 Lifts
Welder/Fabricator (Combined w/Mechanic (Mechanic/Welder) on 2-22-05)	18.18	18.60	18.60
Mechanic	$17.69	$18.10	$18.60
Sign Person	$17.14	$17.53	$17.70
Stock Clerk	$17.14	$17.53	$17.70
Stock Room Helper	$17.14	$17.53	$17.53
Night Person	$17.09	$17.48	$17.48
Sign Person Helper	$16.79	$17.18	$17.18
EQUIPMENT OPERATOR IV:			
Tracked Backhoe Operator	$17.69	$18.10	$18.27
Aerial Bucket Truck Operator (paid when performed)	$17.69	$18.10	$18.22
Excavator	$17.69	$18.10	$18.10

EQUIPMENT OPERATOR III:			
Grader Operator	$17.40	$17.80	$17.94
Loader Operator	$17.40	$17.80	$17.89
Mini Excavator	$17.40	$17.80	$17.80
Rubber Tired Backhoe Operator (includes #45 & #46)	$17.40	$17.80	$17.97
Bulldozer Operator	$17.40	$17.80	$17.86
Zoo Keeper	$17.40	$17.80	$17.80
Cement Mason	$17.40	$17.80	$17.80
Cement Finisher	$17.40	$17.80	$17.80
EQUIPMENT OPERATOR II:			
Truck Operator(45,001 & above GVW)	$17.19	$17.59	$17.67
Roller Compactor Operator	$16.93	$17.32	$17.32
Seaman Mixer/Bumford Operator	$16.93	$17.32	$17.32
Sweeper Operator	$16.93	$17.32	$17.47
Park/Pool Laborer	$17.05	$17.44	$17.52

Truck Operator (26,001 - 45,000 GVW)	$17.05	$17.44	$17.47
Skid Steer Loader Operator	$16.93	$17.32	$17.32
EQUIPMENT OPERATOR I AND LABORER:			
Street Laborer	$16.79	$17.18	$17.18
Park laborers	$16.79	$17.18	$17.18
SEWER CREW:			
Tile Layer	$17.40	$17.80	$17.80
Tile Helper	$17.40	$17.80	$17.80
Grade Person	$17.09	$17.48	$17.48

This does not apply to employees who go to a higher classification or are employed for special type work.

CLASSIFICATION WAGE SCHEDULE

Custodians	$16.79	$17.18	$17.18
Housekeeping Personnel	$13.92	$14.24	$14.24

WASTEWATER UTILITY EMPLOYEES

JANUARY 1, 2005 HOURLY RATES (2.3%)

Job Classification	Start				Job Rate
Lab Technician	$19.86				$20.30
Job Classification	Start	End Probation	One Year	Two Years	Three Years
Operator	$17.01	$17.47	$17.92	$18.40	$18.87

POLICE OFFICERS BARGAINING UNIT

		01/01/04 2.3%
Corporal	A.	$46,177
	H.	$22.20
Detective	A.	$46,177
	H.	$22.20
Police Officer/ 3rd Year	A.	$44,224
	H.	$21.26
Police Officer/ 2nd Year	A.	$42,214
	H.	$20.30
Police Officer/ 1st Year	A.	$39,224
	H.	$18.86
Police Officer/ Starting	A.	$37,237
	H.	$17.90

FIREFIGHTERS

12-1-2003

	Monthly	Annual
Lieutenant	$4,080	$48,959
Firefighter III	$3,563	$42,755
Firefighter II	$3,464	$41,565
Firefighter I	$3,382	$40,582
Recruit Firefighter	$3,242	$38,903

DISPATCHERS/ORDINANCE ENFORCEMENT OFFICERS

Dispatchers	EFFECTIVE 1/1/2004
New Hire	$27,172
After 6 months	$28,570
After 1 Year	$30,041
After 2 Years	$31,518
After 3 Years	$33,067

Ordinance Enforcement Officers	
New Hire	$27,415
After 6 months	$28,477
After 1 Year	$29,581
After 2 Years	$30,694
After 3 Years	$31,857
After 4 Years	$32,113
After 5 Years	$32,369

CLERICAL-TECHNICAL EMPLOYEES CLASSIFICATIONS AND WAGES EFFECTIVE JANUARY 1, 2005

Classification	Entry	6 mos.	12 mos.	18 mos.	30 mos.
Acct. Clerk I	$12.27	$12.80	$13.37	$13.99	$14.60
Secretary					
Dep. Treasurer					
Dep. Clerk					
Assess. Tech.	$14.04	$14.67	$15.45	$16.14	$16.89
Acct. Clerk II					
Eng. Tech I					
Eng. Tech II	$16.08	$16.87	$17.66	$18.56	$19.42

MARSHFIELD PUBLIC LIBRARY

WAGE AND SALARY PLAN FOR 2005 -
Adopted 11-1-2004

Grade	Title	2005 Entry	2005 Top End
1	Permanent Page	$ 6.81	$ 8.92 (31% spread)
2	Housekeeper	7.44	9.74
3	Lib. Asst. I	8.07	10.57
4	Lib. Asst. II	9.06	11.87
5	Lib. Asst. III	9.83	12.88
6	Lib. Spec. I	10.68	13.99
7	Lib. Spec. II	11.43	14.97
8	Lib. Spec. III	12.51	1639
9	Not used	13.32	17.45
10	Not used	14.19	18.58
11	Not used	15.07	19.74
12	Custodian	15.80	20.69

NON-MANAGEMENT: Professional (MLS Degree)

Grade	Title	2005 Entry	2005 Top End
P-1	Librarian	$34,902	$42,231 (21% spread)

MANAGEMENT – (Bachelor's Degree)

Grade	Title	2005 Entry	2005 Top End
M-1	Library Systems Analyst	$40,502	$49,007 (21% spread)

MANAGEMENT - Yearly Salary

Grade	Title	2005 Entry	2005 Top End
M-1	Librarian I	$40,502	$49,007 (21% spread)
M-2	Librarian II	45,991	55,650
M-3	Director	58,940	71,317

APPENDIX D
SCHEDULE OF CAPITAL OUTLAY PURCHASES
RECOMMENDED IN 2006 BUDGET

BUDGET	DESCRIPTION	AMOUNT
Information Technology	Replace Enterprise AntiVirus Server	$4,128
	Network storage	9,205
	Assessor Property Database/CAMA replacement	14,799
	Threat assessment and reporting device	7,514
Law Enforcement	Replacement of 3 marked squads	69,882
	Two-Finger Fast ID kit	2,063
	Digital video recording system	2,000
Fire Protection and Hazardous Materials	Second fire station study, FD-K-5800	22,000
	Training center development, FD-K-5803	38,000
	Isolation transformer for emergency generator	1,160
Emergency Management	Replace of warning siren at Palmetto/Doege, EM-N-5502	14,000
Library	Replacement of DYNX server	15,053
	Replacement of e-mail server	2,302
	Boiler tube replacement, LI-K-5901	6,150
Street Division/Forestry	Tree replacement, ST-N-6107	10,000
City Planner/Econ. Dev.	GIS consulting, training and additional department applications	43,000
	GIS network storage	22,100
Parks & Recreation Projects Funds	Veteran's Parkway Trail, PR-L-2815	10,000
	Columbia Park band shell renovation, PR-L-2821	71,502
	Braem Park parking lot maintenance, PR-L-2827	15,000
	Parks & facility ID signs, PR-L-2837	10,000
	S.J. Miller park improvements, PR-L-1567	51,292
	Zoo raptor exhibit/education shelter, PR-L-2812	15,000
	On-road bide signage/marking, PR-L-2841	15,000
Taxi System	One taxi cab and radio	25,000
	One ADA equipped van and radio	50,000
Cable Television	3 S-VHS recorder/players	600
	5 DVD players	730
	3 tripods	2,500
	1 Firestone digital recorder	1,500
	5 digital converters	597
	3 camera units	990
	1 camcorder	3,500
	1 DVD duplicator	1,100
Airport	New general aviation office building, AI-N-3804	165,000
Fairgrounds	Expo building renovations, FG-K-5602	25,000
City Hall Remodeling	Replace cooling tower, BS-K-3919	32,500
UW Building/Remodeling Fund	Asbestos abatement - Laird Building, UW-K-7305	40,000

APPENDIX D
SCHEDULE OF CAPITAL OUTLAY PURCHASES
RECOMMENDED IN 2006 BUDGET

BUDGET	DESCRIPTION	AMOUNT
Wastewater Utility	Safety equipment for sanitary sewer construction	$5,150
	Sanitary sewer pipe laser	6,090
EMS Fund	Isolation transformer for emergency generator	1,740
Vehicle/Equipment Fund	Single axle dump truck/snow plow & snow wing (Street Division)	103,850
	Two one ton dump trucks (Street Division)	83,850
	Concrete saw (Street Division)	15,150
	Tractor w/front mount mower & snow broom (Street Division)	23,950
	Overhead shop door replacement (Street Division)	3,275
	Tire Changer (Street Division)	4,120
	Pick-up truck (Parks & Recreation)	23,200
		$1,090,542

APPENDIX E
SCHEDULE OF REQUESTED CAPITAL OUTLAY PURCHASES NOT RECOMMENDED IN 2006 BUDGET

BUDGET	DESCRIPTION	AMOUNT
Information Technology	HAZMAT laptop for ID creation at incident site	$ 1,563
	Public presentation system	762
Fire Protection and Public Education	Replacement of car #6	22,000
Emergency Management	Bar code reader	1,400
Planning & Econ. Div.	GIS departmental applications	20,000
		$ 45,725

APPENDIX F
SUMMARY OF 2006 CIP PROJECTS REMOVED/REDUCED/ADDED/INCREASED IN 2006 ADMINISTRATOR'S BUDGET

PROJECT	DESCRIPTION	REMOVED	REDUCED	ADDED/ INCREASED
SW-G-6717	Vine Ave. (Mill Creek to 17th Street) Trunk Storm Sewer			$ 3,758
PR-L-1567	S.J. Miller Park Improvements			51,292
PR-L-2821	Columbia Park Band Shell renovations			6,502
EN-N-1883	Schmidt Ave. (11th Street to 14th Street) Water Main	$50,758 *		
		$50,758	$ -	$ 61,552

*Done ins 2005, funds appropriated per budget resolution.

APPENDIX G
SUMMARY OF 2006 CIP PROJECTS
NOT SUBMITTED IN 2006 BUDGET

DESCRIPTION	PROJECT #	AMOUNT
Civic Center Plaza Building lighting replacement	BS-K-3921	$ 16,500

*Done in 2005; funds appropriated per budget resolution