City of Marshfield
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MARSHFIELD
"The City in the Center"

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October 17, 2006

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

Subject: Administrator's Recommended 2007 Budget

Mayor Meyers and members of the Common Council:

The following is a presentation of the 2007 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 2007 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 recommended 2007 budget is based upon a 1.03% increase in the overall city's assessed valuation. This limited growth in the assessed valuation would provide an additional $116,157 in tax levy without changing the city's tax rate. This limited growth and increases in the cost to deliver services ($210,181), and contractual services ($697,363 including utility costs) proved challenging. These increases in cost were offset, in part, by the transfer of the Dispatch Center service to Wood County effective October 1, 2006 ($154,562) and no increase in health insurance costs in 2007.

In 2005 the State imposed levy limits on local units of government for their 2006 and 2007 fiscal years. For Marshfield, the maximum increase in the city's 2006 levy, for the 2007 budget, exclusive of TIF District levies, is 2.0% or $219,321 before adjustments. Adjustments for transfer of services, annexations and debt service will impact this levy maximum. These adjustments increased the levy maximum by $90,691 to $310,012. The city's recommended tax levy, exclusive of TIF District levies, increased $95,965; this represents a decrease of $148,660 for operation and capital expenditures and an increase of $244,625 for general obligation debt.

One of the Common Council's objectives in the parameters that it approved earlier this year was that the 2007 budget should be developed so that there is no change in the city's tax rate. The recommended 2007 budget meets that parameter. Consideration should also be given to the effects on maintaining the present level of existing services, staff needs, debt obligation retirements, the replacement of 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 $2,024,194 is included as general obligation long-term debt proceeds. This is $24,194 more than the borrowing amount approved in the CIP program. This difference represents the cost of debt issuance. In addition to borrowing for the approved 2007 CIP projects, $513,746 in borrowing is recommended to fund the city's commitment to TIF District No. 8, the Shoppes at Woodridge Mall project, and $379,481 in borrowing is also recommended to purchase a new pumper fire truck. The detailed 2007 borrowing is shown in the Debt Service Funds section. All borrowings will impact the city's tax rate 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 $710,390 of the city's General Fund balance be applied to reduce the tax levy for the 2007 budget. This will reduce the city's General Fund's unreserved, undesignated balance on December 31, 2006 to an estimated amount of $5,340,921 which is within the policy limits adopted by the Common Council. It should be pointed out that this $710,390 will not be available for budget years subsequent to 2007.

- Continue to include the costs of the 2007 sanitary sewer capital projects in the Wastewater Utility's budget to more properly reflect the cost of providing sanitation services. $600,000 is anticipated to be borrowed in 2007 by issuance of sewer mortgage revenue bonds per the 2006 – 2010 adopted CIP program. This represents a reduction of $150,000 in total debt issuance from 2006. The Common Council approved the Board of Public Work's recommendation to phase out the issuance of debt for the Wastewater Utility and gradually, over five years, fund utility capital projects by user fees. All borrowings will impact user fees in future years as these debt obligations come due.

- A request for one additional ordinance enforcement employee ($51,471) was not recommended. This request will be reexamined in 2007 with a recommendation formulated prior to the preparation of the 2008 budget.

The General Fund budget for 2007 is $19,294,426, a $202,446, or a 1.06% increase from the originally adopted 2006 budget of $19,091,980. The budget includes $20,000 for miscellaneous nuisance enforcement and condemnation costs; $126,056 for the city's share of Wood County's indebtedness for the initial Central Dispatch start-up costs; $408,417 for milling/overlay of our streets; $90,000 each for slag seal and rubberized crackfilling; and $30,000 for the zoning code rewrite (funding coming from the original comprehensive plan update appropriation).

The cost of maintaining the Civic Center Plaza Building ($18,155), a/c #101.51640, was transferred to the Aging budget in 2007, a/c #101.54610, to better reflect the cost of providing this service.

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 $3,272,790 in funding to address maintenance needs in our infrastructure including $1,802,818 for street improvements, $750,000 for sanitary sewer construction/ reconstruction, $559,972 for storm sewer construction, and $160,000 for water main construction. In addition, I am proposing $105,000 for various Parks and Recreation projects; $150,000 for the resurfacing of the general aviation ramp and office terminal parking lot (the city's share is $3,750) and $90,000 to reseal/repair the exterior windows of the City Hall Plaza Building.

- To continue our investment in our future through education, I am recommending $43,750 for HVAC upgrades and $26,048 for parking lot repairs at the UW College, Marshfield/Wood County campus.

- To continue our investment in public safety, $379,481 is being recommended for a new pumper fire truck.

- The city needs to continue as a major player in developing partnerships for creating new economic or community development opportunities. I am recommending an appropriation of $764,276 to begin the infrastructure improvements in Yellowstone Industrial Park and $490,284 for the city's commitment to the Shoppes at Woodridge Mall project.

Overall, the 2007 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 2006-2010, the State's levy limit requirements and the State's expenditure restraint program. The total 2007 budget for all city funds is $35,572,931. This is an increase of $960,176, or 2.8% above the originally adopted 2006 budget of $34,612,755. The majority of this increase comes from two expenditures, the city's commitment to the Shoppes at Woodridge Mall project ($490,284) and the cost of the new pumper fire truck ($379,481). This budget reflects the cost of providing basic services and an aggressive capital improvement program. The city tax rate necessary to finance the recommended 2007 budget is $9.90503. This is the same rate as last year's city tax rate.

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 approval 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 State 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 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 City 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 City 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 2006 AND RECOMMENDED 2007 BUDGETS

PROGRAM CATEGORY	2006 (1)	2007	$ CHANGE +/-	% CHANGE +/-
General Government	$ 3,128,044	$ 3,066,112	$ (61,932)	-2.0%
Public Safety	7,596,476	7,810,214	213,738	2.8%
Public Works	11,224,885	11,001,337	(223,548)	-2.0%
Health & Human Services	152,035	175,805	23,770	15.6%
Culture, Recreation, & Education	3,179,225	3,297,097	117,872	3.7%
Conservation and Development	809,813	750,601	(59,212)	-7.3%
Capital Outlay	2,960,553	3,646,914	686,361	23.2%
Debt Service	4,677,267	4,702,066	24,799	0.5%
Other Financing Uses	1,198,676	1,122,785	(75,891)	-6.3%
TOTAL	$ 34,926,974	$ 35,572,931	$ 645,957	1.8%

(1) As amended, to date, by 2006 budget resolutions

CITY OF MARSHFIELD

CITY MIL RATES AND TAX YIELDS

SEVEN YEARS (2001 - 2007)

BUDGET YEAR	MIL RATE	CITY LEVY[2]	$ % CHANGE +/-	
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	8.87%
2006	9.90503	11,298,702	335,324	3.06%
2007	9.90503	11,414,859	116,157	1.03%

(1) Rate reduction due to city-wide revaluation by Assessor's Office

(2) Includes city's share of TID levies

Point: The property tax is the only revenue source the city can leverage

PARAMETERS FOR PREPARATION OF THE 2007 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 services, to be considered by the Common Council prior to adoption of this budget.

2. All services should be evaluated by departments to increase efficiencies and help increase economic development.

3. 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.

4. 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.

5. The city should consider additional areas in which services can be provided at a reduced cost, including on a contractual basis. 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.

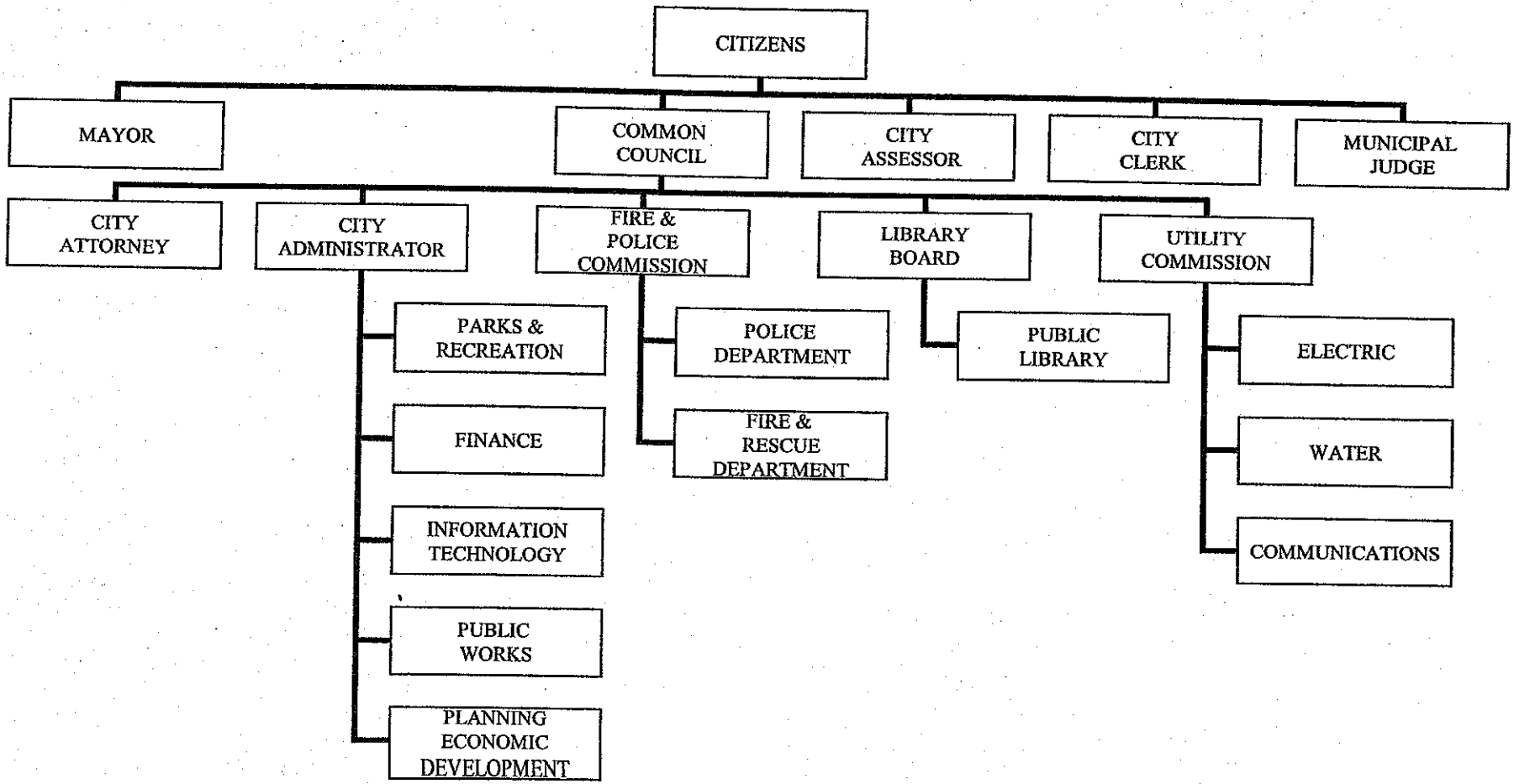
    a) Also, evaluate the effects of expending only those monies accumulated in the "Machinery & Equipment Fund", without borrowing funds to meet particular needs.

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

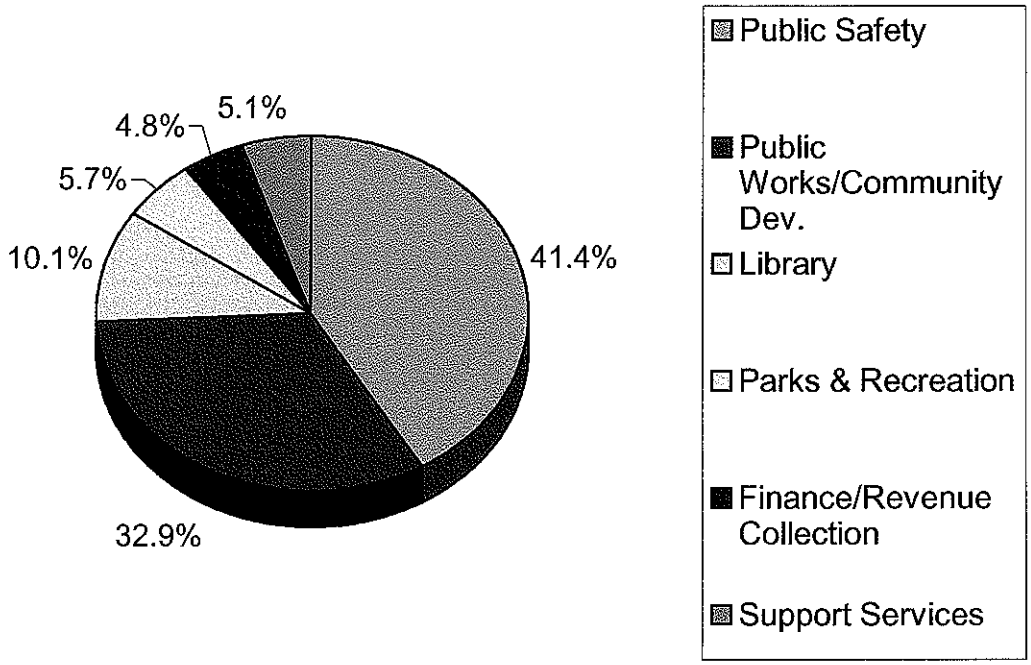
8. The 2007 budget should be developed so that there is no increase in the city's tax rate.

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 2007 BUDGET

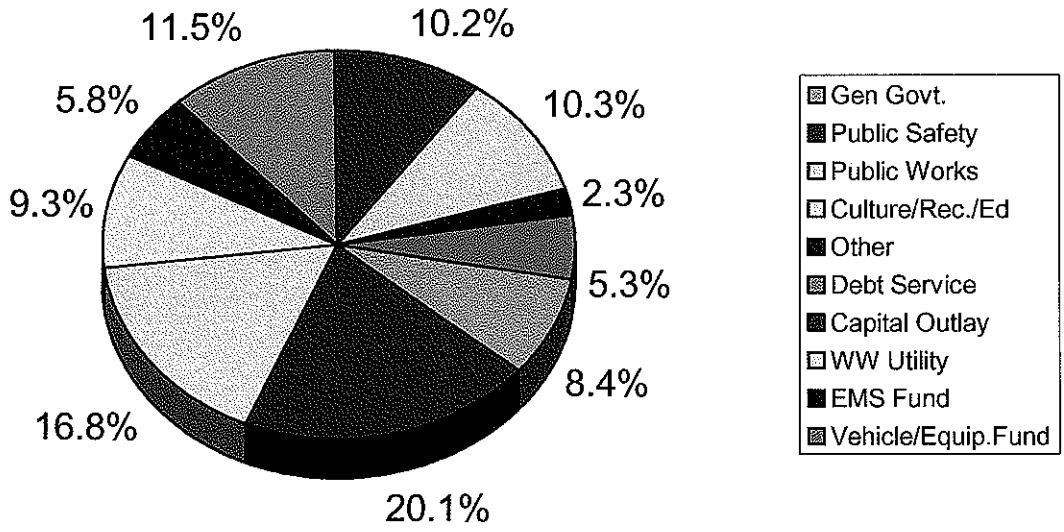


Functions	2006 Current FTE'S	%	2007 Recommended FTE'S	%
Public Safety	88	43.7%	80	41.4%
Public Works/Community Dev.	63.5	31.6%	63.5	32.9%
Library	19.48	9.7%	19.48	10.1%
Parks & Recreation	11	5.5%	11	5.7%
Finance/Revenue Collection	9.3	4.6%	9.3	4.8%
Support Services	9.95	4.9%	9.95	5.1%
	201.23	100.0%	193.23	100%

Schedule
Authorized Full-Time and Permanent Part-Time Positions
Current 2006 and Recommended 2007 Budgets
Expressed in Full-Time Equivalent (FTE) Positions

FUNCTION	DEPARTMENT/ DIVISION	2006 FTE	2007 FTE	NET CHANGE FTE
Public Safety	Police	53	45	-8
	Fire and Rescue	27.3	27.3	0
	EMS	7.7	7.7	0
		88	80	-8
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	193.23	-8

CITY OF MARSHFIELD
ADMINISTRATOR'S
RECOMMENDED 2007 BUDGET BY CATEGORY
$35,572,931



PROGRAM CATEGORY	BUDGET	%
Gen Govt.	$2,976,799	8.4%
Public Safety	7,135,157	20.1%
Public Works	5,982,659	16.8%
Culture/Rec./Ed	3,297,097	9.3%
Other	2,049,191	5.8%
Debt Service	4,103,586	11.5%
Capital Outlay	3,646,914	10.2%
WW Utility	3,673,946	10.3%
EMS Fund	804,403	2.3%
Vehicle/Equip.Fund	1,903,179	5.3%
	$35,572,931	100%

CITY OF MARSHFIELD
SUMMARY OF 2007 BUDGET FOR ALL FUNDS

All Funds (Except Electric & Water Utility)

	2005 Actual	2006 Budget	2006 6 Mos Act 6 Mos Est Amounts	2007 Departmental Requests	2007 Administrator's Recommended Budget
Expenditures					
General Government	$ 2,793,199	$ 3,039,956	$ 2,863,508	$ 2,992,353	$ 2,976,799
Public Safety	7,100,639	6,941,481	6,861,808	7,191,378	7,135,157
Public Works	5,439,984	6,332,439	6,461,458	5,988,482	5,982,659
Health and Human Services	142,983	152,035	147,569	158,433	175,805
Culture, Recreation and Education	3,018,824	3,179,225	3,277,645	3,301,335	3,297,097
Conservation and Development	978,562	809,813	885,017	720,501	750,601
Capital Outlay	3,457,974	2,960,553	3,798,034	3,625,366	3,646,914
Debt Service	3,817,447	4,060,104	6,988,271	4,103,586	4,103,586
Other Financing Uses	1,492,862	1,084,569	1,042,275	1,079,840	1,122,785
Enterprise Fund	3,407,374	3,588,517	3,565,469	3,673,946	3,673,946
Storm Water Utility	4,888	114,107	113,730	-	-
EMS Fund	763,001	790,292	746,508	846,403	804,403
Internal Service Fund	1,615,572	1,873,883	1,813,418	1,903,179	1,903,179
Total Expenditures	$ 34,033,310	$ 34,926,974	$ 38,564,710	$ 35,584,802	$ 35,572,931
Revenues					
General Property Tax Levy	$ 10,811,563	$ 10,966,035	$ 10,966,035	$ 11,233,153	$ 11,062,000
Taxes (Other Than General Property)	1,657,453	2,080,650	2,058,448	2,161,119	2,161,119
Special Assessments	183,660	359,000	296,000	366,000	366,000
Intergovernmental	7,759,783	8,206,288	8,381,986	8,045,393	8,084,486
Licenses and Permits	361,722	324,350	327,700	342,572	342,572
Fines, Forfeits and Penalties	115,090	258,700	253,800	219,300	219,300
Public Charges for Services	640,829	601,394	593,075	589,515	592,115
Intergovernmental Charges for Services	200,673	177,836	182,914	189,253	202,211
Miscellaneous	943,142	981,579	957,176	1,005,167	1,006,767
Other Financing Sources	5,004,662	4,649,042	6,775,362	5,185,339	5,314,136
Enterprise Fund	4,272,632	4,451,950	4,501,400	4,719,900	4,719,900
Storm Water Utility	9,828	114,107	-	-	-
EMS Fund	852,531	831,704	851,333	825,204	825,204
Internal Service Fund	1,702,899	1,853,880	1,695,046	1,910,389	1,910,389
Total Revenues	$ 34,516,467	$ 35,856,515	$ 37,840,275	$ 36,792,304	$ 36,806,199
Tax Levy for City Purposes Including TID Levy	10,963,378	11,298,702		11,591,471	11,414,859
Tax Rate for City Purposes Per $1,000 of A.V.	$ 9.72898	$ 9.90503		$ 10.05828	$ 9.90503
FUND BALANCES JANUARY 1:					
Reserved	$ 6,717,279		$ 6,956,085	$ 5,739,840	$ 5,739,840
Unreserved: Designated	2,003,303		1,417,123	1,157,949	1,157,949
Undesignated	17,399,972		16,989,184	17,740,168	17,740,168
TOTAL FUND BALANCES JANUARY 1	$ 26,120,554		$ 25,362,392	$ 24,637,957	$ 24,637,957
Adjustments to Fund Balances:					
Wastewater Utility amortization of contributed capi	25,860		0	0	0
Fund Balance applied / adjustments	1,215,459		0	(696,844)	(798,930)
Total Adjustments	1,241,319		0	(696,844)	(798,930)
FUND BALANCES DECEMBER 31:					
Reserved	$ 6,956,085		$ 5,739,840	$ 5,795,535	$ 5,783,535
Unreserved: Designated	1,417,123		1,157,949	1,155,836	1,125,750
Undesignated	$16,989,184		$17,740,168	$18,197,244	$18,163,010
TOTAL FUND BALANCES DECEMBER 31	$ 25,362,392		$ 24,637,957	$ 25,148,615	$ 25,072,295

CITY OF MARSH[illegible]D 2007 BUDGET
ESTIMATED TAX LEVY COMPARISONS

	2004 Levy for 2005 Budget	Percentage of Each Levy to Total Levy	2005 Levy for 2006 Budget	Percentage of Each Levy to Total Levy	Administrator's 2006 Recommended 2007 Budget	Percentage of Each Levy to Total Levy
WOOD COUNTY						
Local	10,059,829.96	40.58%	10,154,729.58	39.91%	10,200,403.42	39.64%
School	7,447,615.46	30.05%	7,389,606.70	29.05%	7,482,059.84	29.08%
MSTC	1,640,523.25	6.62%	1,636,574.90	6.43%	1,657,050.50	6.44%
County	5,017,239.20	20.24%	5,249,743.85	20.64%	5,328,490.01	20.71%
State	211,341.02	0.85%	205,510.62	0.81%	208,593.28	0.81%
City T.I.D.	407,339.09	1.64%	800,344.24	3.15%	853,330.57	3.32%
Total Wood County	24,783,887.98	100.00%	25,436,509.89	100.00%	25,729,927.61	100.00%
MARATHON COUNTY						
Local	733,975.04	40.13%	811,305.42	40.86%	861,596.58	41.50%
School	549,710.84	30.06%	586,737.86	29.56%	613,929.89	29.58%
MSTC	121,087.54	6.62%	129,944.75	6.55%	135,966.95	6.55%
County	408,394.03	22.33%	441,240.69	22.23%	447,859.30	21.58%
State	15,340.56	0.84%	15,800.01	0.80%	16,037.01	0.77%
Total Marathon County	1,828,508.01	100.00%	1,985,028.73	100.00%	2,075,389.73	100.00%

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

Gross Tax Rates:			
Wood County	$ 23.57146	$ 24.02401	$ 24.14947
Marathon County	24.23722	24.23473	23.85895
State Tax Credits:			
Wood County	0.91247	0.91590	0.91018
Marathon County	1.01734	0.91164	0.85842
Net Tax Rates:			
Wood County	22.65899	23.10811	23.23929
Marathon County	23.21988	23.32309	23.00053

CITY OF MARSHFIELD 2007 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
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:						
Wood County	1,058,795,240	96.64	24.02401	9.90503	25,436,509.89	10,487,396.85
Marathon County	81,908,440	99.41	24.23473	9.90503	1,985,028.73	811,305.42
2007 Administrator's Recommended:						
Wood County	1,065,444,820	90.66	24.14947	9.90503	25,729,927.61	10,553,261.96
Marathon County	86,985,770	90.60	23.85895	9.90503	2,075,389.73	861,596.58

CITY OF MARS[illegible]D 2007 BUDGET

FUND BALANCES-ESTIMATED, RESERVED, DESIGNA[illegible], UNDESIGNATED AND AVAILABLE WORKING CAPITAL

Fund #	Description		Estimated Fund Balances 12/31/2006	Restricted Reserved Appropriations	Delinquent Taxes & Receivables	Available Working Capital	Overdrafts in Other Funds
101	General:	Reserved	$ 11,936	$ 11,936	$ -	$ -	$ -
		Designated	389,738	-	-	389,738	-
		Undesignated	5,340,921	-	832,470	701,650	3,806,801
202	Room Tax	Designated	58,024	-	-	58,024	-
203	Convention & Visitors Bureau	Designated	110,325	-	-	110,325	-
203	Convention & Visitors Bureau	Reserved	1,709	1,709	-	-	-
208	CDBG - Residential	Reserved	109,423	109,423	-	-	-
210	Economic Development	Reserved	1,526,096	1,526,096	-	-	-
210	Economic Development	Designated	-	-	-	-	-
213	Residential Rehab.	Reserved	112,193	112,193	-	-	-
214	Business Improvement District	Reserved	(199)	(199)	1,848	(1,649)	(199)
216	Residential Revolving	Reserved	254,768	254,768	-	-	-
218	Law Enforcement Restricted Rev	Reserved	92	92	-	-	-
219	Fire Grant Fund	Undesignated	(86)	-	-	-	(86)
220	Taxi System Fund	Reserved	13,987	13,987	68,267	(68,267)	-
225	Utility Dividend Fund	Designated	243,012	-	-	243,012	-
231	E. Industial Park Improvement	Designated	119,144	-	-	119,144	-
235	Cable Television	Designated	195,556	-	212	195,344	-
302	State Trust Fund Loan	Reserved	-	-	-	-	-
303	Long-term Notes	Reserved	36,706	36,706	-	-	-
306	Refunding Bonds	Reserved	2,974	2,974	-	-	-
401	Street Construction	Reserved	382,183	382,183	-	-	-
403	Urban Development	Undesignated	(27,140)	-	-	-	(27,140)
407	Storm Sewer Construction	Reserved	(54,016)	(54,016)	-	54,016	(54,016)
412	Fire Protection Fund	Designated	203	-	-	203	-
415	Airport Outlay	Reserved	18,445	18,445	-	-	-
420	Parks & Rec Capital Proj Fund	Reserved	1,956	1,956	-	-	-
422	Water Main Const O/L Fund	Undesignated	(15,719)	-	-	-	(15,719)
425	TID #3 (Tower Hall)	Reserved	694	694	-	-	-
426	TID #2 (Purdy)	Reserved	74,493	74,493	-	-	-
428	TID #4 (Downtown)	Undesignated	(2,058,612)	-	-	-	(2,058,612)
429	TID #6 (Figi Project)	Undesignated	(31,498)	-	-	-	(31,498)
430	TID #5 (Mill Creek)	Undesignated	(1,594,835)	-	-	-	(1,594,835)
432	TID #7 (Yellowstone I.P.)	Undesignated	(1,234)	-	-	-	(1,234)
433	TID #8 (Northway Mall)	Undesignated	(23,462)	-	-	-	(23,462)
437	City Hall Remodeling Fund	Designated	7,056	-	-	7,056	-
440	UW Bldg/Remodeling Project	Designated	34,921	-	-	34,921	-
601	W.U.						
		Reserved	2,354,210	2,354,210	-	-	-
		Undesignated	15,734,677	-	670,382	15,064,295	-
603	Storm Water Utility	Undesignated	-	-	-	-	-
605	Emergency Medical Serv Fund	Undesignated	417,127	-	111,568	305,559	-
701	I.S.F.						
		Reserved	716,293	716,293	-	-	-
801	Cemetery	Reserved	175,897	175,897	-	-	-
			$ 24,637,957	$ 5,739,840	$ 1,684,746	$ 17,213,371	$ -

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 92.9% 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 Utilities, Wood County, the Community Development Authority, and others. Together, all sources of revenue in this category titled TAXES finance $8,611,012 or 44.6% of the recommended 2007 General Fund budget. This represents a greater portion of the General Fund budget coming from property taxes. In the 2006 originally adopted budget, taxes represented 44.4% of all 2006 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 2007, $366,000 is projected from this source, representing 1.9% of the General Fund budget.

INTERGOVERNMENTAL REVENUES comprise $7,694,757, or 39.9% of the financing for the recommended 2007 General Fund budget. State-shared revenue is projected to total $4,727,786 in 2007, which represents 61.4% of all Intergovernmental Revenue and 24.5% of the entire 2007 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 2007. Individual changes in the components of the formulas have resulted in an estimated increase in the city's share of state-shared revenue by $2,285 for 2007.

Additionally, $641,508 is projected to be received from the State of Wisconsin in 2007 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 $36,016 from the 2006 revised amount.

Revenues from **LICENSES AND PERMITS** are projected to finance $174,400 0.9% of the recommended 2007 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 2007 this revenue category is expected to yield $219,300.

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 $518,715 to the 2007 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.

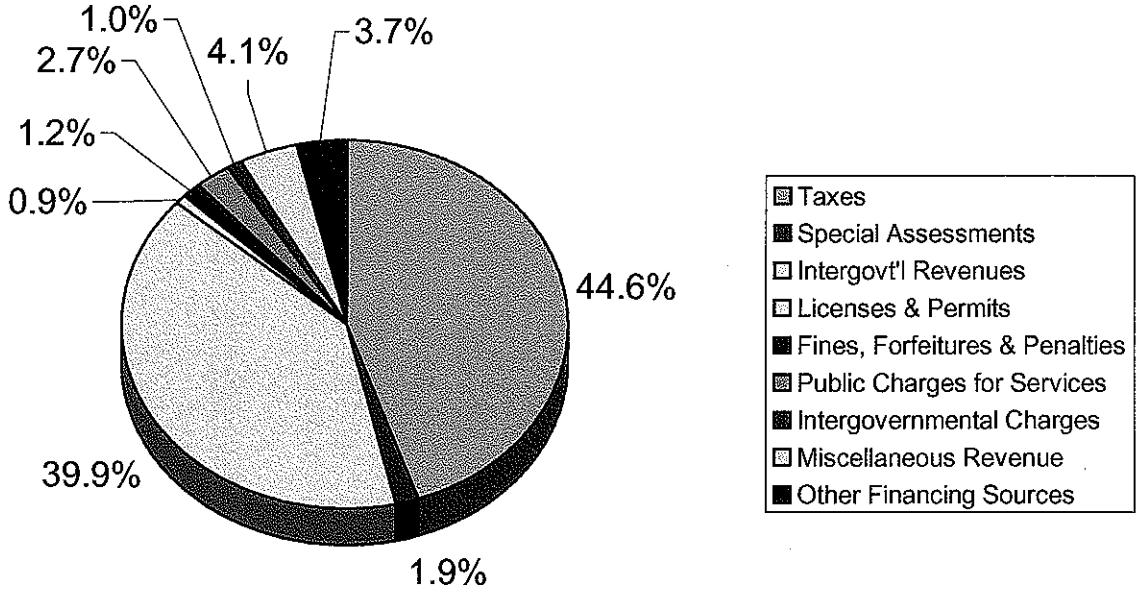
Governmental accounting standards require the City of Marshfield and other governments to account for various charges to other units of local government. For example, the city's Street Division does maintenance services for the Wastewater Utility; also various other Enterprise Funds are charged administrative fees for staff time that involves their operations. Revenues from the other jurisdictions are credited to the General Fund and are reflected in the revenue category titled **INTERGOVERNMENTAL CHARGES FOR SERVICES**. In 2007, these revenues are estimated to produce $198,663.

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 2007, $795,579 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 $715,990, 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 3.7% of the recommended 2007 General Fund budget.

In summary, the recommended 2007 General Fund budget of $19,294,426 is financed from the following sources:

2007 GENERAL FUND BUDGET
$19,294,426
WHERE THE MONEY COMES FROM



SOURCE	AMOUNT	%
Taxes	$8,611,012	44.6%
Special Assessments	366,000	1.9%
Intergovt'l Revenues	7,694,767	39.9%
Licenses & Permits	174,400	0.9%
Fines, Forfeitures & Penalties	219,300	1.2%
Public Charges for Services	518,715	2.7%
Intergovernmental Charges	198,663	1.0%
Miscellaneous Revenue	795,579	4.1%
Other Financing Sources	715,990	3.7%
Total Current Year Revenue	$19,294,426	100.0%

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
GENERAL FUND						
TAXES						
GENERAL PROPERTY TAXES 101.41000.0000.41110	7,238,056.60	7,453,253.00	7,453,253.00	7,678,367.00	7,574,145.00	
MOBILE HOME FEES 101.41000.0000.41140	62,322.34	65,000.00	63,000.00	63,000.00	63,000.00	
GEN SALES & RETAILERS DISCNT 101.41000.0000.41220	123.34	130.00	120.00	120.00	120.00	
TXS FR REG MUNIC OWNED UTILS 101.41000.0000.41310	799,791.33	835,500.00	806,722.00	849,916.00	849,916.00	
TAXES FROM WOOD COUNTY 101.41000.0000.41321	58,756.01	55,000.00	58,756.00	59,931.00	59,931.00	
TAXES FROM PUBLIC HOUS AUTH 101.41000.0000.41322	51,644.57	55,751.00	51,451.00	53,000.00	53,000.00	
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	653.59	800.00	1,600.00	900.00	900.00	
TOTALS: TAXES	8,221,347.78	8,475,434.00	8,444,902.00	8,715,234.00	8,611,012.00	
SPECIAL ASSESSMENTS						
WATER MAIN SPECIAL ASSESSMNT 101.42000.0000.42110	3,113.50	5,000.00	6,000.00	6,000.00	6,000.00	
PAVING SPECIAL ASSESSMENTS 101.42000.0000.42310	167,980.20	300,000.00	250,000.00	300,000.00	300,000.00	
STREET OPENING SPEC ASSESSMT 101.42000.0000.42320	12,566.74	50,000.00	40,000.00	60,000.00	60,000.00	
STORM SEWER SPECIAL ASSESSMT 101.42000.0000.42420		4,000.00				
TOTALS: SPECIAL ASSESSMENTS	183,660.44	359,000.00	296,000.00	366,000.00	366,000.00	
INTERGOVERNMENTAL REVENUES						
STATE SHARED REVENUES 101.43000.0000.43410	4,691,146.48	4,725,501.00	4,691,101.00	4,725,501.00	4,727,786.00	
STATE FIRE INSURANCE TAX 101.43000.0000.43420	40,450.61	40,451.00	42,259.00	40,451.00	42,251.00	
OTHER STATE SHARED TAXES 101.43000.0000.43430	727,518.64	827,268.00	946,490.00	946,500.00	981,508.00	
ST GRANTS, LAW ENFORCE IMPRV 101.43000.0000.43521	8,748.20	8,360.00	8,000.00	21,084.00	21,084.00	
STATE GRANTS-OTH LAW ENFORCE 101.43000.0000.43523	959.98					
ST GRANTS, OTH PUBLIC SAFETY 101.43000.0000.43529	5,000.00	24,000.00	32,193.00	24,500.00	24,500.00	
ST GRANTS, LOCAL TRANSP AID	1,168,348.07	1,204,168.00	1,203,938.00	1,204,000.00	1,204,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
101.43000.0000.43531 ST GRANTS, OTHER HIGHWAY AID	219,594.98	354,295.00	354,356.00	256,356.00	256,356.00	
101.43000.0000.43533 STATE GRANTS-RECYCLING	80,297.72	80,000.00	80,278.00	80,000.00	80,000.00	
101.43000.0000.43545 STATE GRANTS, OTHER	12,618.04	18,000.00	12,618.00			
101.43000.0000.43590 STATE PYMTS FOR MUNICPL SERV	112,545.00	112,000.00	98,417.00	98,000.00	98,000.00	
101.43000.0000.43610 OTHER STATE PYMT-PECFA	10,948.28		21,594.00			
101.43000.0000.43693 GR FR LOC GOVT., GENERAL GOVT			10,770.00			
101.43000.0000.43703 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 FR LOC GOVTS, LIBRARIES	248,340.00	249,803.00	249,803.00	239,382.00	239,382.00	
101.43000.0000.43720 GR FR LOCAL GOVTS, AIRPORTS	5,000.00	4,000.00	4,500.00	4,500.00	4,500.00	
101.43000.0000.43730 GRANTS FR LOC GOVTS, POLICE	4,812.55	5,000.00	4,000.00	4,000.00	4,000.00	
101.43000.0000.43795 OTH LOC GOVT GRANTS-PLANNING		26,000.00	35,000.00			
101.43000.0000.43797 SOUTH CENTRAL LIBRARY SYSTEM						
GR FR LOC GOVTS, LIBRARIES	2,425.00	1,700.00	1,400.00	1,400.00	1,400.00	
101.43000.1001.43720 TOTALS: SOUTH CENTRAL LIBRARY	2,425.00	1,700.00	1,400.00	1,400.00	1,400.00	
TOTALS: INTERGOVERNMENTAL REVENU	7,348,753.55	7,690,546.00	7,806,717.00	7,655,674.00	7,694,767.00	
LICENSES AND PERMITS						
LIQUOR & MALT BEV LICENSES	24,288.18	24,300.00	28,700.00	31,300.00	31,300.00	
101.44000.0000.44110 OTH BUSINESS & OCC LICENSES	22,791.00	13,500.00	13,500.00	20,000.00	20,000.00	
101.44000.0000.44129 BICYCLE LICENSES	360.00	450.00	400.00	400.00	400.00	
101.44000.0000.44210 DOG AND CAT LICENSES	10,195.23	10,000.00	10,000.00	10,000.00	10,000.00	
101.44000.0000.44220 BLDG PERMITS & INSPECTN FEES	127,360.80	100,000.00	100,000.00	106,000.00	106,000.00	
101.44000.0000.44300 PLAN COMMISSION FEES	4,351.00	3,600.00	3,600.00	4,200.00	4,200.00	
101.44000.0000.44410 BOARD OF APPEALS FEES	1,775.00	1,500.00	1,500.00	2,500.00	2,500.00	
101.44000.0000.44420 TOTALS: LICENSES AND PERMITS	191,121.21	153,350.00	157,700.00	174,400.00	174,400.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FINES FORFEITS AND PENALTIES						
COURT PENALTIES AND COSTS 101.45000.0000.45110	2,040.21	2,200.00	2,300.00	2,300.00	2,300.00	
MUNICPL LAW & ORD VIOLATIONS 101.45000.0000.45112	83,894.25	216,500.00	216,500.00	175,000.00	175,000.00	
PARKING VIOLATIONS 101.45000.0000.45130	29,155.15	40,000.00	35,000.00	42,000.00	42,000.00	
TOTALS: FINES FORFEITS AND PENAL	115,089.61	258,700.00	253,800.00	219,300.00	219,300.00	
PUBLIC CHARGES FOR SERVICES						
CLERK'S FEES 101.46000.0000.46110	29,353.39	23,000.00	24,500.00	24,500.00	24,500.00	
FINANCE DEPARTMENT FEES 101.46000.0000.46120	606.00	700.00	450.00	500.00	500.00	
MUNICIPAL COURT FEES 101.46000.0000.46140	80.80	100.00	75.00	100.00	100.00	
NON-TRANSP ENGINEERING FEES 101.46000.0000.46150	3,718.89	6,000.00	4,000.00	5,000.00	5,000.00	
GIS MAP/DATA FEES 101.46000.0000.46155	787.50	1,500.00	500.00	1,500.00	1,500.00	
ASSESSOR'S FEES 101.46000.0000.46160	420.00	500.00	500.00	500.00	500.00	
LAW ENFORCEMENT FEES 101.46000.0000.46210	10,193.35	9,000.00	9,000.00	9,000.00	9,000.00	
FIRE PROTECTION FEES 101.46000.0000.46220	7,379.34	10,855.00	10,855.00	8,400.00	8,400.00	
HIGHWAY MAINT & CONSTR FEES 101.46000.0000.46311	26,246.83	1,500.00	1,500.00	1,500.00	1,500.00	
SNOW & ICE CONTROL FEES 101.46000.0000.46312	5,370.00	4,000.00	16,582.00	5,000.00	5,000.00	
TRAFFIC CONTROL FEES 101.46000.0000.46313	17,179.12	6,700.00	5,000.00	5,000.00	5,000.00	
SIDEWLKS (NEW CO OR REPL W/O 101.46000.0000.46323	1,300.32	1,000.00	1,000.00	1,000.00	1,000.00	
STORM SEWERS 101.46000.0000.46324	10,702.98	10,000.00	109.00			
PARKING 101.46000.0000.46330	14,437.09	20,000.00	18,000.00	18,000.00	18,000.00	
AIRPORT 101.46000.0000.46340	5,312.55	4,850.00	5,000.00	5,000.00	5,000.00	
WEED AND NUISANCE CONTROL 101.46000.0000.46440	7,154.93	1,900.00	2,500.00	2,500.00	2,500.00	
CEMETERY 101.46000.0000.46540	110,418.00	98,099.00	98,099.00	100,647.00	98,247.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PEST AND ANIMAL CONTROL 101.46000.0000.46591	2,884.81	3,500.00	3,500.00	3,500.00	3,500.00	
AGING/SENIOR CENTER 101.46000.0000.46610	1,323.00	1,111.00	1,111.00	1,351.00	1,351.00	
LIBRARY 101.46000.0000.46710	50,570.88	54,600.00	54,600.00	52,000.00	52,000.00	
OTH LIBR REVS-SUBSCRPTN FEES 101.46000.0000.46711	12,949.89	11,000.00	11,335.00	9,800.00	9,800.00	
PARKS 101.46000.0000.46720	49,345.70	56,002.00	56,002.00	57,002.00	62,002.00	
ADULT ATHLETIC LEAGUE 101.46000.0000.46733	15,249.49	20,199.00	20,000.00	20,057.00	20,057.00	
SWIMMING AREAS 101.46000.0000.46734	30,077.00	41,973.00	41,973.00	41,622.00	41,622.00	
TENNIS/RACQUETBALL CENTER 101.46000.0000.46735	25,289.31	38,885.00	36,000.00	32,849.00	32,849.00	
RECREATION PROGRAMS 101.46000.0000.46738	33,292.57	35,632.00	35,632.00	52,991.00	52,991.00	
FAIRS, EXHIBITS, CELEBRATION 101.46000.0000.46741	37,195.00	39,675.00	39,675.00	38,875.00	38,875.00	
OAK AVENUE COMMUNITY CENTER 101.46000.0000.46745	10,410.27	9,160.00	9,160.00	9,160.00	9,160.00	
OTHER CULTURE AND RECREATION 101.46000.0000.46750	7,661.59	6,626.00	6,626.00	6,261.00	6,261.00	
FORESTS 101.46000.0000.46810	3,279.18	500.00	1,000.00	1,000.00	1,000.00	
COMM FROM VENDING MACHINES 101.46000.0000.46910	1,456.68	1,300.00	1,500.00	1,500.00	1,500.00	
TOTALS: PUBLIC CHARGES FOR SERVI	531,646.46	519,867.00	515,784.00	516,115.00	518,715.00	
INTERGOVT CHGS FOR SERVICES						
STATE LAW ENFORCEMENT SERV 101.47000.0000.47221	60.00					
OTHER SERVICES TO STATE GOVT 101.47000.0000.47290	6,934.13	4,795.00	4,795.00	14,000.00	14,000.00	
OTH LOC GOVT, LAW ENFOR SERV 101.47000.0000.47321	6,165.00	1,800.00	4,000.00	4,000.00	4,000.00	
OTH LOC GOVT, FIRE SERVICES 101.47000.0000.47322	101.75	3,200.00	100.00	200.00	200.00	
OTH LOC GOVT.DISPATCH CENTER 101.47000.0000.47324	14,164.60	7,950.00	5,845.00			
OTH LOC GOVT, TRANSP-HWY/ST 101.47000.0000.47331	113,382.99	100,000.00	104,000.00	105,000.00	105,000.00	
CLERK EL & WAT ADMIN CHARGES 101.47000.0000.47411	720.00	720.00	720.00	720.00	720.00	

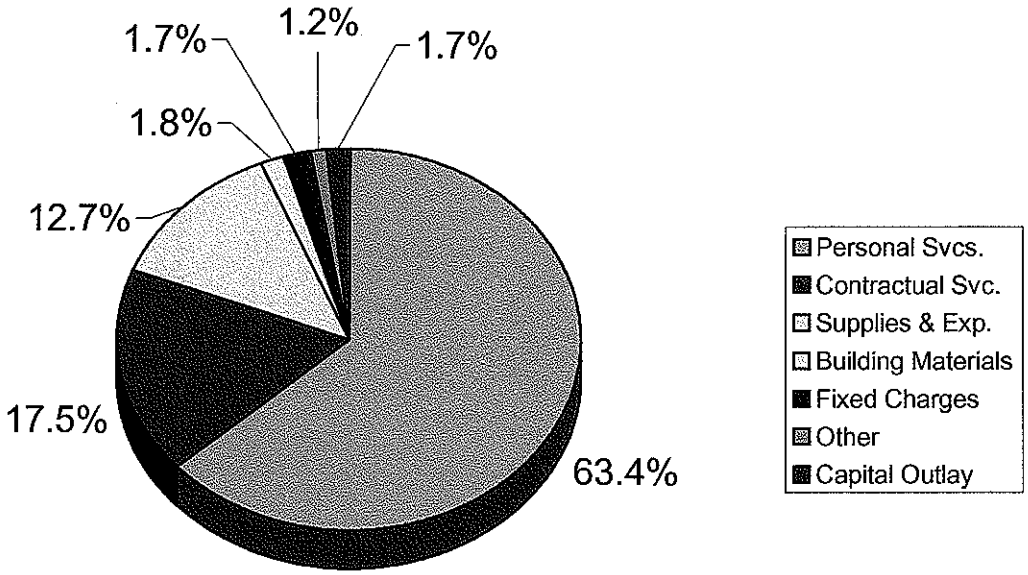
CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PROPRIETARY FUND ADMIN CHGS 101.47000.0000.47413	27,161.42	28,308.00	28,308.00	29,254.00	42,254.00	
FINANCE DPT-EL & WAT ADM CHG 101.47000.0000.47414	1,347.48	1,511.00	1,511.00	2,279.00	2,279.00	
ELEC INSP-ELEC & WATER CHGS 101.47000.0000.47416	18,397.68	18,850.00	18,850.00	19,327.00	19,327.00	
MISCELLANEOUS ENGINEERING 101.47000.0000.47421	10,578.00	10,702.00	10,702.00	14,473.00	10,883.00	
TOTALS: INTERGOVT CHGS FOR SERVI	199,013.05	177,836.00	178,831.00	189,253.00	198,663.00	
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 101.48000.0000.48110	324,772.07	400,000.00	375,000.00	400,000.00	400,000.00	
INTEREST ON SPEC ASSESSMENTS 101.48000.0000.48130	34,977.23	50,000.00	40,000.00	50,000.00	50,000.00	
MISCELLANEOUS INTEREST 101.48000.0000.48190	56.02		115.00			
CITY HALL PLAZA RENT 101.48000.0000.48210	245,851.77	273,880.00	283,658.00	292,562.00	294,162.00	
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	5,877.70	5,980.00	5,980.00	6,086.00	6,086.00	
AIRPORT TERMINAL BLDG RENT 101.48000.0000.48251	17,015.22	17,328.00	15,827.00	16,466.00	16,466.00	
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	16,417.48	13,000.00	10,000.00	10,000.00	10,000.00	
SALE OF FIRE EQUIPMENT 101.48000.0000.48302	199.91	2,500.00	5,750.00			
SALE OF HWY EQUIP & PROPERTY 101.48000.0000.48303	304.66		101.00	250.00	250.00	
SALE OF OTH EQUIP & PROPERTY 101.48000.0000.48309	898.00	1,050.00	214.00			
SALE OF ZOO EQUIPMENT & PROP 101.48000.0000.48317	5,129.32	4,000.00	4,000.00	5,000.00	5,000.00	
FIRE DONAT/CONTR FR PR OR/IN 101.48000.0000.48502	1,000.00					
LAW ENF DON/CON FR PR ORG/IN 101.48000.0000.48503			200.00			
LIBRARY DON/CON FR PR ORG/IN 101.48000.0000.48508	2,737.56	4,238.00	2,869.00	228.00	228.00	
PARKS DONAT & CONTR FR PR OR 101.48000.0000.48509	1,500.00		1,100.00			

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
RECR DONAT/CONT FR PRV OR/IN 101.48000.0000.48511	1,550.00		1,800.00			
ZOO DONAT & CONTR FR PR ORG 101.48000.0000.48513	27,558.00	6,016.00	800.00	6,016.00	6,016.00	
MIS DONAT/CONT FR PRIV OR/IN 101.48000.0000.48515	839.40	850.00	250.00	450.00	450.00	
OTHER MISCELLANEOUS REVENUE 101.48000.0000.48900	5,120.08					
TOTALS: MISCELLANEOUS REVENUE	698,725.42	785,763.00	754,585.00	793,979.00	795,579.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 101.49000.0000.49300		517,065.00		650,390.00	710,390.00	
TRANSF FR UTIL DIVIDEND FUND						
TRANSF FR SPECIAL REVENUE FD 101.49000.0225.49220	24,717.00					
TOTALS: TRANSF FR UTIL DIVIDEN	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 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					
TRANSF FR ELEC & WATER UTIL						
TRANSF FR ENTERPRISE FUND 101.49000.0602.49260	350,000.00					
TOTALS: TRANSF FR ELEC & WATER	350,000.00					
TRANS FR STORM WATER UTILITY						
TRANSF FR ENTERPRISE FUND 101.49000.0603.49260		114,107.00	113,730.00			
TOTALS: TRANS FR STORM WATER U		114,107.00	113,730.00			
TRANSF FROM CEM PERP CARE FD						
TRANSF FR TRUST & AGENCY FND 101.49000.0801.49280	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	
TOTALS: TRANSF FROM CEM PERP C	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	
TOTALS: OTHER FINANCING SOURCES	397,270.84	678,783.00	119,130.00	655,990.00	715,990.00	
TOTALS: GENERAL FUND	17,886,628.36	19,099,279.00	18,527,449.00	19,285,945.00	19,294,426.00	

2007 GENERAL FUND BUDGET
$19,294,426
WHERE THE MONEY IS SPENT



USE	AMOUNT	%
Personal Svcs.	$ 12,232,217	63.4%
Contractual Svc.	3,378,610	17.5%
Supplies & Exp.	2,454,489	12.7%
Building Materials	337,042	1.8%
Fixed Charges	328,424	1.7%
Other	226,736	1.2%
Capital Outlay	336,908	1.7%
TOTAL	$ 19,294,426	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 2007 budget for the Common Council is $78,569, an increase of $1,974 or 2.6% from the 2006 budget of $76,595. The 2007 budget includes $2,500 to fund a strategic planning session and an orientation session for new council members. The budget also includes $5,100 for 60 replacement chairs in the Common Council Chamber.

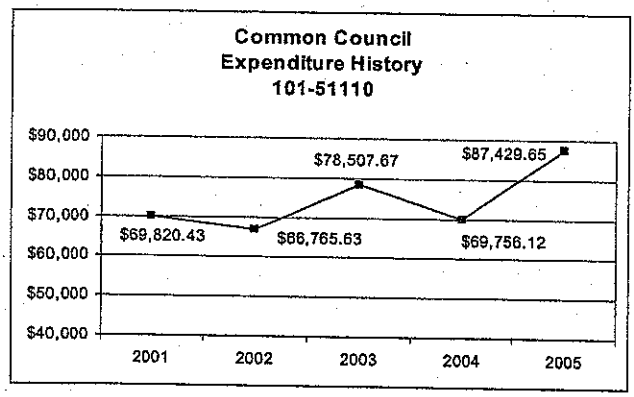
Beginning in 2006, quarterly updates to the Municipal Code are being handled in-house, with a resultant savings of approximately $3,500.

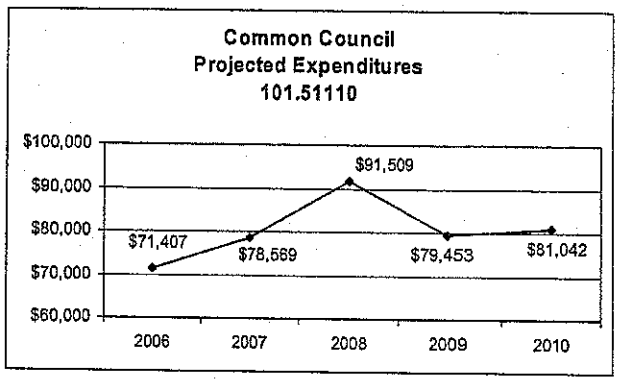
The city's membership dues for participation in the League of Wisconsin Municipalities ($4,625), Wisconsin Alliance of Cities ($3,574) and Sister City Program ($350) are reflected in the category of Supplies and Expenses. This budget is funded entirely by tax levy.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$87,430	$76,595	$71,407	$78,569

GRAPHS:





CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
GENERAL FUND						
COUNCIL						
PROJECT						
PERSONAL SERVICES	48,086.87	51,783.00	48,557.00	50,291.00	52,791.00	
CONTRACTUAL SERVICES	17,703.04	3,500.00	1,050.00			
SUPPLIES AND EXPENSES	21,639.74	21,312.00	21,800.00	26,304.00	25,778.00	
TOTALS: PROJECT	87,429.65	76,595.00	71,407.00	76,595.00	78,569.00	
TOTALS: COUNCIL	87,429.65	76,595.00	71,407.00	76,595.00	78,569.00	

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

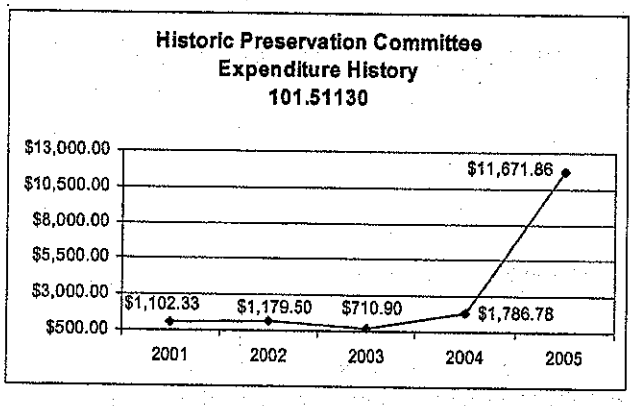
9) promote among the citizens of Marshfield continuing public awareness and support for the heritage of the city, as exemplified by its historic structures, sites and districts.

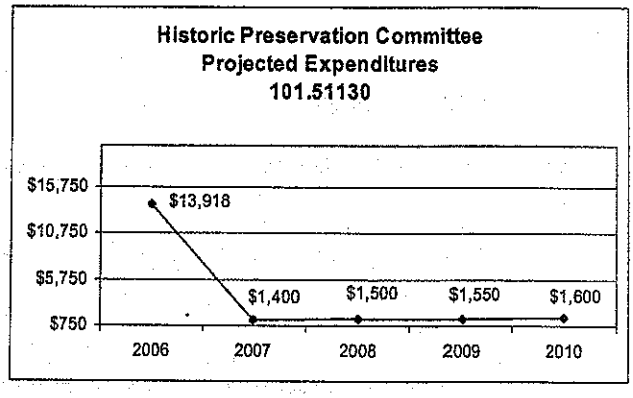
The seven-member Historic Preservation Committee requested and received $18,000 in 2006 to prepare a designation for local district based on the grant funded review being conducted. The amount budgeted for 2007 is $1,400, which includes $850 to finance the purchase and placing of plaques on structures and other places that are listed in the local Register of Historic Places. There is also $220 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 entirely by tax levy.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$11,672	$19,300	$13,918	$1,400

GRAPHS:


Historic Preservation Committee
Expenditure History
101.51130
$13,000.00
$10,500.00
$8,000.00
$5,500.00
$3,000.00
$500.00
$1,102.33
$1,179.50
$710.90
$1,786.78
$11,671.86
2001
2002
2003
2004
2005


Historic Preservation Committee
Projected Expenditures
101.51130
$15,750
$10,750
$5,750
$750
$13,918
$1,400
$1,500
$1,550
$1,600
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
HISTORIC PRESERV COMMITTEE						
PROJECT						
CONTRACTUAL SERVICES	10,823.48	18,000.00	12,618.00			
SUPPLIES AND EXPENSES	848.38	1,300.00	1,300.00	1,400.00	1,400.00	
TOTALS: PROJECT	11,671.86	19,300.00	13,918.00	1,400.00	1,400.00	
TOTALS: HISTORIC PRESERV COMMITT	11,671.86	19,300.00	13,918.00	1,400.00	1,400.00	

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 2007 budget for the Municipal Court is $55,490, an increase of $2,030 or 3.8%, above the 2006 budget of $53,460. This increase is primarily attributed to personnel costs. The budget includes $2,000 for participation in the Wood County Crime Stoppers program.

Revenues projected in 2007 from the Municipal Court are $175,000.

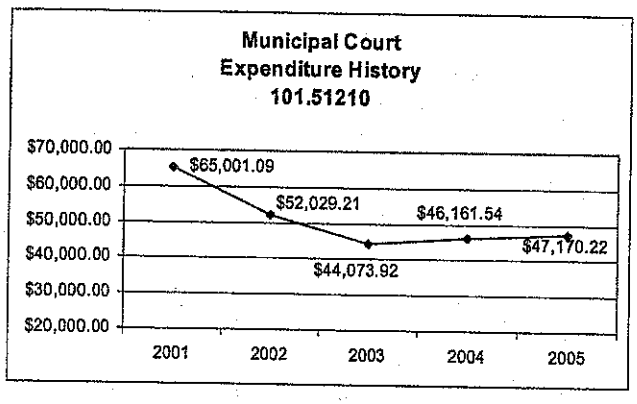
SCHEDULE OF DEPARTMENT EXPENSES:

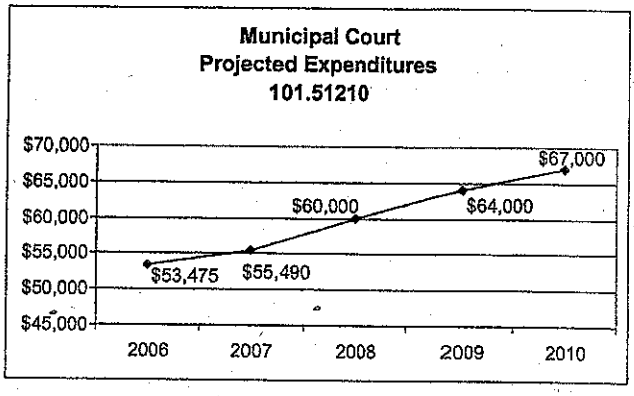
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$47,170	$53,460	$53,475	$55,490

DEPARTMENT STAFFING (FTE:	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
Judge	Elected	N/A (1)	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

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
MUNICIPAL COURT						
PROJECT						
PERSONAL SERVICES	44,307.48	44,874.00	44,874.00	46,254.00	46,254.00	
CONTRACTUAL SERVICES	507.17	2,634.00	2,634.00	2,634.00	2,634.00	
SUPPLIES AND EXPENSES	2,305.57	4,402.00	4,417.00	4,552.00	4,552.00	
FIXED CHARGES	50.00	50.00	50.00	50.00	50.00	
GRANTS CONTRIB INDEMNITIES		1,500.00	1,500.00	2,000.00	2,000.00	
TOTALS: PROJECT	47,170.22	53,460.00	53,475.00	55,490.00	55,490.00	
TOTALS: MUNICIPAL COURT	47,170.22	53,460.00	53,475.00	55,490.00	55,490.00	

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

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

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:

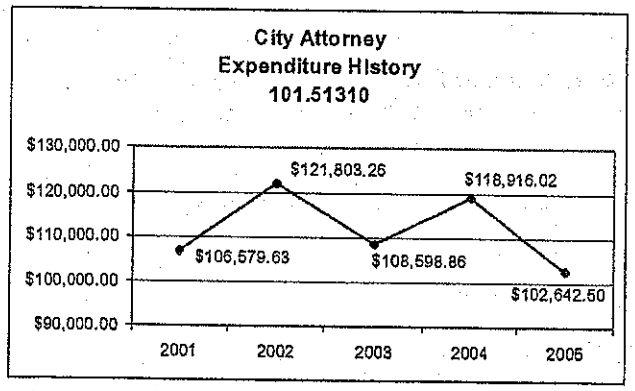
The recommended 2007 budget for the City Attorney's Office totals $109,800, a decrease of $8,600 or 7.26% from the 2006 budget of $118,400. The decrease is attributable to fewer billable hours per month being budgeted for.

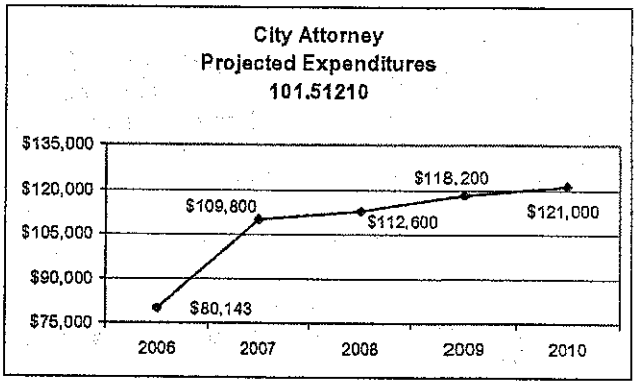
The recommended budget in the Professional Services category is $106,400. Per the current city contract with the City Attorney, attorney fees are paid on a per hour basis. Also included is $1,200 in office and miscellaneous expenses, and $1,200 for publications and subscriptions. This budget is funded entirely by tax levy.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$102,643	$118,400	$80,143	$109,800

GRAPHS:





CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CITY ATTORNEY						
PROJECT						
PERSONAL SERVICES		500.00	500.00	500.00	500.00	
CONTRACTUAL SERVICES	94,348.33	115,200.00	76,943.00	106,400.00	106,400.00	
SUPPLIES AND EXPENSES	8,294.17	2,700.00	2,700.00	2,900.00	2,900.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	102,642.50	118,400.00	80,143.00	109,800.00	109,800.00	
TOTALS: CITY ATTORNEY	102,642.50	118,400.00	80,143.00	109,800.00	109,800.00	

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 2007 budget for the Office of the Mayor totals $77,349; a decrease of $251 or .3% from the 2006 budget of $77,600. The recommended 2007 budget includes funding for the Mayor's salary 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:

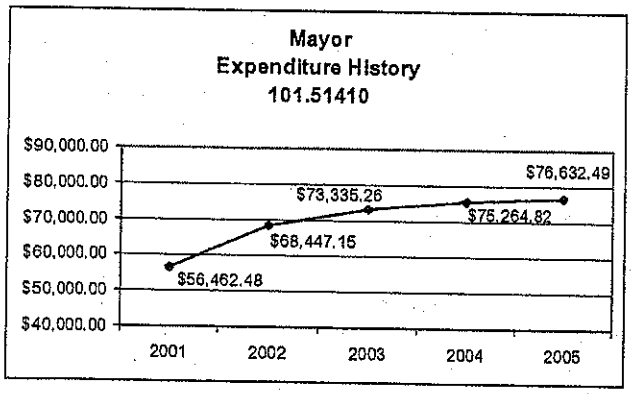
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$76,632	$77,600	$76,953	$77,349

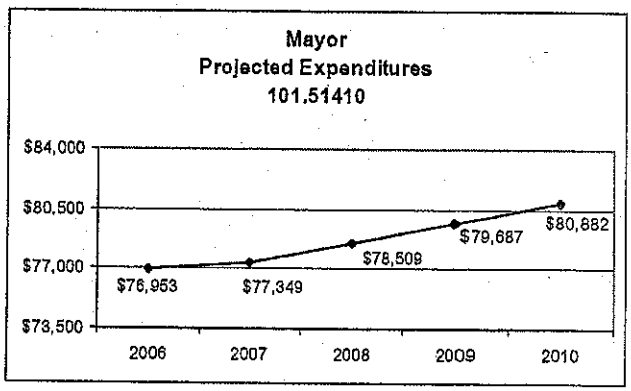
DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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
$90,000.00
$80,000.00
$70,000.00
$60,000.00
$50,000.00
$40,000.00
$56,462.48
$68,447.15
$73,335.26
$75,264.82
$76,632.49
2001
2002
2003
2004
2005


Mayor
Projected Expenditures
101.51410
$84,000
$80,500
$77,000
$73,500
$76,953
$77,349
$78,509
$79,687
$80,882
2006
2007
2008
2009
2010

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
MAYOR						
PROJECT						
PERSONAL SERVICES	71,721.23	73,463.00	73,453.00	73,956.00	73,462.00	
CONTRACTUAL SERVICES	497.61	1,137.00	600.00	737.00	737.00	
SUPPLIES AND EXPENSES	4,293.65	2,800.00	2,700.00	2,950.00	2,950.00	
GRANTS CONTRIB INDEMNITIES	120.00	200.00	200.00	200.00	200.00	
TOTALS: PROJECT	76,632.49	77,600.00	76,953.00	77,843.00	77,349.00	
TOTALS: MAYOR	76,632.49	77,600.00	76,953.00	77,843.00	77,349.00	

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 for e-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 2007 budget for the City Administrator's Office is $359,009, an increase of $39,291 or 12.3% from the 2006 budget of $319,718. 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 2007 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 2007 are to update the city's 1994 comprehensive plan and the continued implementation of the city-wide GIS system.

The work program for human resources management in 2007 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.

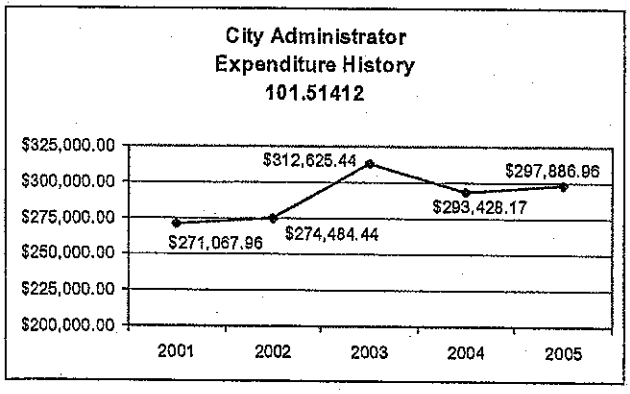
SCHEDULE OF DEPARTMENT EXPENDITURES:

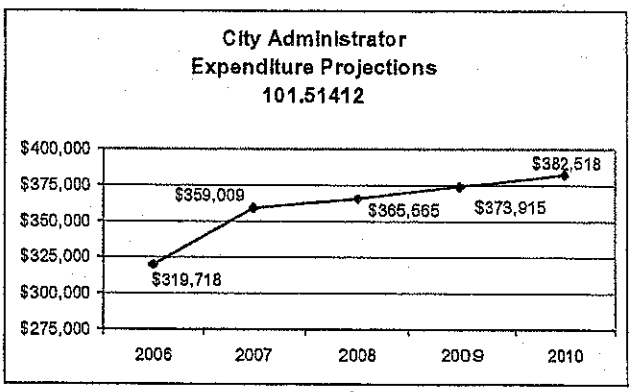
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$297,887	$319,718	$339,743	$359,009

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
City Admin.	E/8/3	1.0	1.0
Human Resources Specialist	C/5/2	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
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CITY ADMINISTRATOR						
PROJECT						
PERSONAL SERVICES	242,888.29	253,096.00	249,927.00	271,333.00	271,827.00	
CONTRACTUAL SERVICES	40,016.06	46,547.00	71,171.00	67,482.00	67,482.00	
SUPPLIES AND EXPENSES	14,523.61	19,475.00	18,045.00	19,200.00	19,200.00	
GRANTS CONTRIB INDEMNITIES	459.00	600.00	600.00	500.00	500.00	
TOTALS: PROJECT	297,886.96	319,718.00	339,743.00	358,515.00	359,009.00	
TOTALS: CITY ADMINISTRATOR	297,886.96	319,718.00	339,743.00	358,515.00	359,009.00	

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.

The mission for the Elections account is to hold elections for the City of Marshfield as per Wisconsin Statutes 5.01. The right to vote is the foundation of our democratic form of government. It is the job of the City Clerk to preserve the rights of the electorate through efficient, honest, unbiased and uniform administration of elections. All Election officials have a responsibility to help, not hinder electors in exercising their voting rite. The integrity and important of the vote of each citizen is the responsibility of all election officials.

The mission of Central Purchasing is to procure for the city, materials and supplies at the best advantage for the city and endeavor to obtain as full and open competition as possible on all purchases and sales, exploit the possibility of bulk and seasonal buying.

COST SAVINGS:

- Redesigned the front office to allow for better work flow.
- The City Directory is now online instead of printing out hard copies. Saves on printing dollars and the City Directory always has the most updated information.
- Agendas are run on plain white paper. We run a master on meeting notice paper and than the rest are run on plain white paper. Saves on the cost of the stationary.
- Agenda packets - We now have one master copy and than run the rest through the copier. We no longer have to collate the packets, which frees up our time to do other things.
- Special Assessment Software - With the new software it saves on many man-hours. It has probably cut our time in half.
- Licensing Software - This software has also saved us many man-hours. Before we had to write each license by hand. Now all the information is stored on the computer and if they come in to renew, we just have to verify the information we have and then print out their new license.
- Keep the lights turned off in the rooms that are not being used all the time which saves on electricity. (ex. Vault, Supply Room and Mail Room).

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The City Clerk prepares and administers three budgets, including the City Clerk's Office, Elections and Purchasing. The recommended 2007 budget for the City Clerk's Office totals $145,842, an increase of $7,406 or 5.3% more than the 2006 budget of $138,436. Increases in personal service costs accounted for most of this increase. Temporary employee costs within the City Clerk's budget increased $4,473 to assist the Clerk's office in the processing of passports. Interest in passports has gone up significantly as a result of Federal regulations that will require people to have passports effective January 1, 2007 and January 1, 2008. All other expenses are typical of this activity.

The recommended 2007 Elections budget of $24,331 is $13,870 or 36.3% less than the 2006 budget of $38,201. There are two scheduled elections in 2007 as compared to three in 2006. In 2007, elections are scheduled on February 20 and April 3.

The recommended 2007 Purchasing budget of $9,000 is $63 less than 2006.

The majority of the cost of these budgets is supported by tax levy. The City Clerk's office will generate an estimated $76,520 in non-property tax revenues in 2007.

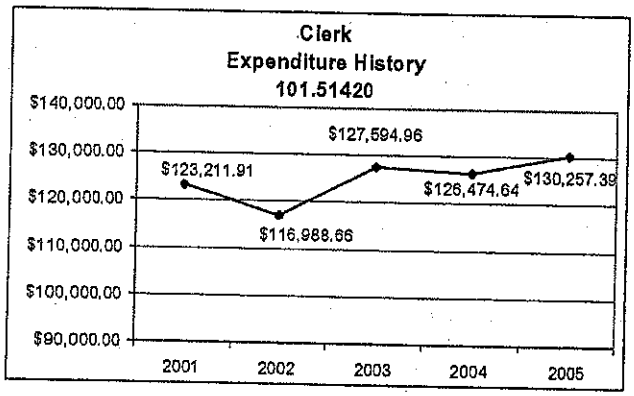
SCHEDULE OF DEPARTMENT EXPENDITURES:

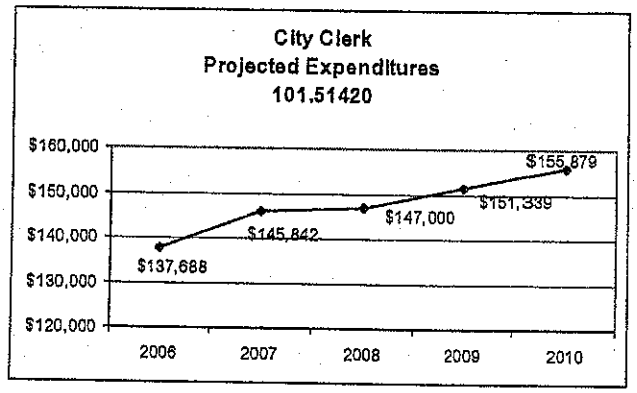
Cost Center	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Clerk's Office	$130,257	$138,436	$137,688	$145,842
Elections	20,029	38,201	36,315	24,331
Purchasing	8,068	9,063	9,000	9,000
Total	$158,354	$185,700	$183,003	$179,173

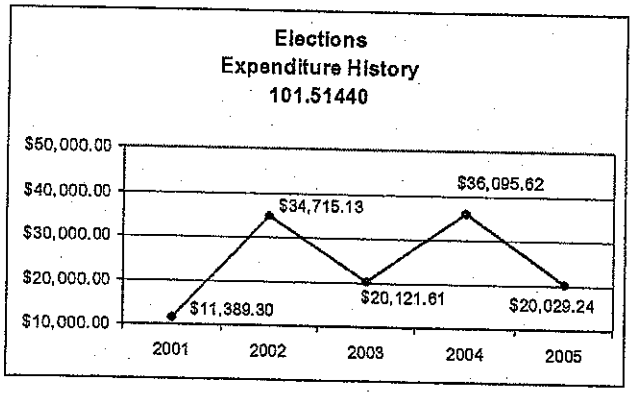
DEPARTMENT STAFFING (FTE):

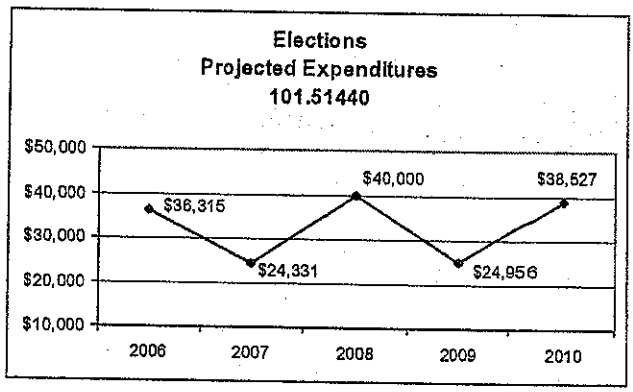
Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
City Clerk	Elected	1.0	1.0
Deputy City Clerk	AFSCME	1.0	1.0
Total		2.0	2.0

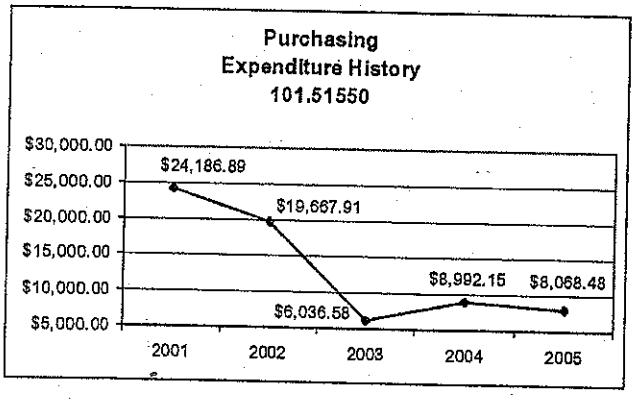
GRAPHS:


Clerk
Expenditure History
101.51420
$140,000.00
$130,000.00
$120,000.00
$110,000.00
$100,000.00
$90,000.00
$123,211.91
$116,988.66
$127,594.96
$126,474.64
$130,257.39
2001
2002
2003
2004
2005


City Clerk
Projected Expenditures
101.51420
$160,000
$150,000
$140,000
$130,000
$120,000
$137,688
$145,842
$147,000
$151,339
$155,879
2006
2007
2008
2009
2010


Elections
Expenditure History
101.51440
$50,000.00
$40,000.00
$30,000.00
$20,000.00
$10,000.00
$11,389.30
$34,715.13
$20,121.61
$36,095.62
$20,029.24
2001
2002
2003
2004
2005


Elections
Projected Expenditures
101.51440
$50,000
$40,000
$30,000
$20,000
$10,000
$36,315
$24,331
$40,000
$24,956
$38,527
2006
2007
2008
2009
2010


Purchasing
Expenditure History
101.51550
$30,000.00
$25,000.00
$20,000.00
$15,000.00
$10,000.00
$5,000.00
$24,186.89
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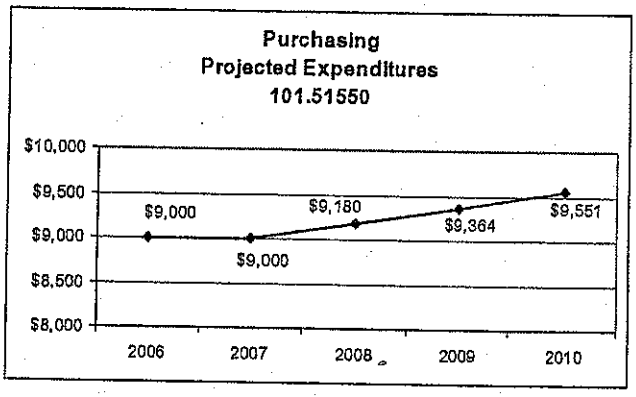
$8,068.48
2001
2002
2003
2004
2005


Purchasing
Projected Expenditures
101.51550
$10,000
$9,500
$9,000
$8,500
$8,000
$9,000
$9,000
$9,180
$9,364
$9,551
2006
2007
2008
2009
2010

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CLERK						
PROJECT						
PERSONAL SERVICES	122,943.21	127,589.00	127,376.00	130,979.00	135,892.00	
CONTRACTUAL SERVICES	652.96	721.00	700.00	724.00	724.00	
SUPPLIES AND EXPENSES	6,660.47	10,126.00	9,612.00	9,226.00	9,226.00	
DEBT SERVICE	.75					
TOTALS: PROJECT	130,257.39	138,436.00	137,688.00	140,929.00	145,842.00	
TOTALS: CLERK	130,257.39	138,436.00	137,688.00	140,929.00	145,842.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ELECTIONS						
PROJECT						
PERSONAL SERVICES	12,626.14	28,383.00	26,995.00	17,765.00	17,765.00	
CONTRACTUAL SERVICES	2,762.15	1,400.00	1,120.00	1,400.00	1,400.00	
SUPPLIES AND EXPENSES	4,640.95	8,418.00	8,200.00	5,066.00	5,166.00	
TOTALS: PROJECT	20,029.24	38,201.00	36,315.00	24,231.00	24,331.00	
TOTALS: ELECTIONS	20,029.24	38,201.00	36,315.00	24,231.00	24,331.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PURCHASING (OFFICE SUPPLIES)						
PROJECT						
SUPPLIES AND EXPENSES	8,068.48	9,063.00	9,000.00	9,000.00	9,000.00	
TOTALS: PROJECT	8,068.48	9,063.00	9,000.00	9,000.00	9,000.00	
TOTALS: PURCHASING (OFFICE SUPPL	8,068.48	9,063.00	9,000.00	9,000.00	9,000.00	

INFORMATION TECHNOLOGY
101-51450

MISSION STATEMENT:

The mission of the Information Technologies Department is to provide for the highest quality cost effective information services for customers in a professional and responsive manner. The Information Technology Department collaboratively provides access to high-quality knowledge systems. We strive to synergistically facilitate cutting edge technologies to exceed customer expectations.

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/intranet – City internal and public Web presence 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

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS

The recommended Information Technology budget for 2007totaling $624,665, including all Program Improvements is $38,930, or 5.9%, under the approved 2006 budget of 663,595. For 2007 IT budget expenditures are predominantly being driven by security and hardware needs of the city. The current state of software is requiring that we keep more robust and viable workstations on the desktop. The city also needs to invest in updating network hardware to continue to adequately secure and protect infrastructure and critical city business data. The city's primary firewall has been out of support and at end-of-life for the past year. With the push to extend citizen as well as business processes to the Internet, this weakness can not be permitted.

The IT budget represents an aggregation of all technology needs and initiatives for ALL city departments. Because of this, the cost and of growth and enhanced service offerings from various departments often

settle in the IT budget. Of significant contribution to the 2007 IT budget are: extending the new integrated enterprise-wide Financial Software suite to the Library as well as the Internet and increases in various support/maintenance contracts due to fuel surcharge clauses. The IT department also continues to accumulate costs for various technologies previously maintained in other department budgets, such as telephony services, enterprise-wide copiers/scanners/faxes, facility remote data connections, 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 2007 budget are: 1) reconfigure Fire Department voice lines to be on redundant Police Department segment ; 2) replace Engineering/Building Services copier with Multi-Function Device (MFD); 3) connect city data network to Library for enterprise business software and productivity; 4) purchase certificate server licenses for extension of enterprise business software and city communications; 5) purchase of digital camera for Planning & E.D. Department; 6) color printer for Police Department; 7) color printer for Street Division; and 8) e-mail addresses for Common Council.

We are being subject to a significant increase (as much as 200%) in our historical 5230 object (telecommunications) expenditure. This is the result of a combination of circumstances with Verizon. Apparently, in 2003 Verizon had misconfigured the billing and records for a circuit of our VoIP phone system. In July of 2006 Verizon discovered this error and corrected it, ultimately expanding the number of billable services for this circuit. While we have been successful negotiating that we not be billed retroactively for this record keeping error, it has resulted in an immediate doubling of our monthly static costs for this particular circuit.

In addition, Federal telecommunication charges, including the FCC regulated Federal Universal Service Fund (FUSF) will be rising. This fund is used to provide discounts to schools, libraries, rural health care providers and low-income families. Historically these adjustments can be substantial, resulting in as much as 26% increases in Federal components of telecommunications charges.

Cumulatively, these billing changes are anticipated to result in nearly doubling our Verizon segment of the 5230 budget object, or an estimated increase of approximately $12,000 for 2007.

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 security. 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 2007 we are requesting continued support of our security initiatives via funding of Improvement I04 for $1,197 and an additional $9,154 to update other critical security and protection concerns including replacement of a no longer supported and obsolete firewall and upgrade of our enterprise anti-virus. A proactive security approach is an obligation we have to our citizens, not only to protect their infrastructure investments but also their privacy.

I01: Move FD Voice to Redundant segment at PD (IS) - $2,214

This request is being made to provide better service to the citizens. Under our current Voice over IP (VoIP) phone system the Fire Department voice services are provided through the City Hall voice gateway and call handler. Although the Fire Department is intended to be dispatched via Police services and they are not supposed to receive emergency calls directly via their public phone number, in reality this is not the case. Frequently the CBRFs, and on occasion the public, will call the Fire Department directly for emergency ambulance situations.

The City Hall gateway and call handler may routinely require outages for maintenance and support purposes after hours. On these occasions Fire personnel must call all the local CBRFs and notify them before and after this down time, and there is no method to provide such notice to the public.

Due to this situational risk to the citizens, this improvement is being requested to move the DID (Direct Inward Dialing) phone number from the City Hall T-1, voice gateway, and call handler to the redundant Police Department DCS circuit, voice gateway, and call handler. The Police Department circuit and associated hardware are only taken down for extremely limited times and only for major systems upgrades. In addition, the Police department VoIP configuration has designed redundancy for outbound and emergency calling. Moving the Fire Department voice circuits to the Police Department segment will alleviate this potential liability and reduce risk to the citizens.

This improvement represents an on-going cost of $26.41 per DCS channel per month for a total continuing cost of $634/year.

I02: Replace Copiers With Multi-Function Devices (BS/EN) - $4,498

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. We will also be able to experience a cost savings of approximately $3,000, excluding support and maintenance, every four years by the elimination of a special service tabloid laser printer used by the Engineering staff. This would also eventually eliminate the approximate $250 equipment cost of the fax machine currently located in Building Services and $120 cost for a flat bed scanner located in Engineering. 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.

60 mo. FMV lease	$272.81/mo.	$3,273.72/year
Maint. Agmt.@ 180,000 copies	$.0068/copy	$1,224.00/year

I03: Connect Library to CityNet via Fiber Optic (FI/LI) - $5,293

This improvement would extend Fiber Optic cable from the Senior Center to the Library. This connection would allow the Library Staff LAN to have high speed access to the designated CityNet servers and thus the designated applications, such as the new Financial software, the city's intranet etc.

The existing Cisco PIX Firewall at the library will be utilized, as a measure to minimize cost, to manage certain aspects of the access control, such as preventing CityNet users from accessing any part of the Library network while allowing only the Library Staff LAN access to certain designated CityNet servers. Once a user at the Library Staff LAN gain access to a CityNet server, he/she will still subject to the usual user ID and password requirement for authentication and security clearance definition for accessing the resources on that server. So, the securities on both sides are tightly maintained.

From: Lori Belongia [lbelongia@marshfieldlibrary.org]
Sent: Monday, July 24, 2006 3:36 PM
To: Ng, Eng Kwee
Subject: City Network Connection

"The greatest advantage for Marshfield Public Library and the City to being connects through the city's fiber-optic network is time savings by minimizing redundant processes. Eng Ng and Rob Mader, Library Systems Analyst, discussed the type of connection necessary. Our system security concerns have been satisfied. Library records will be adequately protected.

Direct access to the new financial software package would mean that we could check on the status of invoice payment and account balances on our own, without interrupting the flow of work in the Finance Department or waiting until someone is available to respond to our request. We would be able to respond more quickly to vendors asking questions about bill payment.

The redundancy of data entry in the current system of bill preparation and time card processing would be avoided, as the work would be done once. With the time card process the physical copies that are kept in-house would not be necessary, nor would the trip to deliver them to city hall. Redundancy in maintaining the asset inventory would be eliminated."

Lori Belongia
Director

From: Strey, Keith
Sent: Wednesday, July 26, 2006 3:38 PM
To: Ng, Eng Kwee
Subject: Library justification points from Finance Dept. perspective

Eng,

Here are the points I came up with from my perspective:

1. A major goal of the new Enterprise Resource Planning (ERP) System is to integrate ALL City Departments on this system. In order to do so, the Library will need to have a fiber connection to the City network to allow this to happen.
2. Connecting the Library to the City network and the new ERP System will allow the Library to utilize electronic processing of payroll, accounts payable, purchase orders and other finance, human resource or other department functions vs. paper methods, thereby reducing processing time, duplicate entry and supply costs.
3. Connecting the Library to the City network will allow the finance and other departments to share information on-line with the most current available data in the system. This should help eliminate duplicate database information in several functional areas of City operations.
4. Connecting the Library to the City network and the new ERP system will allow the Library to do current financial reporting, budget development, transaction research and status checks on-line. This will eliminate the need to contact the finance department or travel to our office to perform these tasks when finance department staff is available to assist.

Please let me know if you have any questions on my response.

Thanks,

Keith

I04: Certificate Servers (IT/FI) - $1,197

Internet security is as important to the day-to-day operations of the City of Marshfield as all other security aspects. A web server certificate from a trusted certificate authority will allow the city to utilize encryption when conducting business over the Internet.

In 2007 we will be offering remote connectivity to the city's network for employees via a Web-based virtual private network (VPN), access to an employee's e-mail through a Web-based e-mail system and access to aspects of the new financial software from the Internet. We will not be able to offer these services without server certificates to secure communications over the Internet.

I06: Digital Camera for Planning & Economic Development Department (PL) - $439

[Currently the department checks out a digital camera most of the time, making it unavailable for any other department's usage. On numerous occasions, other departments have needed the camera at the same time and while we have tried to not monopolize the resource, we do need it for preparation for the various boards and commissions we serve in this department. The camera is needed on a day-to-day year around basis. It is used not only for preparation in putting packages together for Plan Commission, Zoning Board of Appeals, Historic Preservation, and the website, but also for back up documentation for any code violations to submit to the City Attorney and the court.
It would be easier to schedule field work if the department had its own camera. – PL]

I07: Color Printer for PD Administration - $899

[The Police Department requests the replacement of the two printers currently in the Administrative Secretary's office with one solid ink color printer.

The administrative secretary currently has an old Lexmark S1625 model ink printer that is on its last days. The IT department has been working with the administrative secretary to come up with solutions to keep this printer limping along through the end of the year (2006). A new printer is most definitely needed.

A few years ago the administrative secretary requested a color printer for police administrative functions. A Lexmark Optra SC1275 color printer was recycled from City Hall and put to use in her office.

Now would be the appropriate time to request that both of these units be placed with one colored printer. In speaking with the IT Department, a solid ink color printer would meet the needs of the administration of the Police Department.

This printer would also be used as a backup color printer to the current color printer that is out in the records department. This colored printer is used heavily in reprinting colored photographs of crime scenes and mugshots of which we are required to submit multiple copies to the court system (District Attorney's office and the Defense Attorneys). Should this printer fail, then the new color printer in the administrative secretary's office would be used until the other printer is repaired or replaced. -- PD]

I08: Color Printer for Street Division - $899

[Color Printer – Dan as you are aware we are having ongoing problems with the existing color printer within the Street Division. Your staff has spent numerous hours repairing it and searching for parts and my staff has lost productivity and efficiencies waiting for it to be repaired. This color printer is key in all facets of our every day operations both internally as well as externally. With ordinance violations,

insurance claims, customer complaints, project documentation, etc. being placed on digital format and then printed for hard copy file records, customer/violators requests, insurance requests, etc. this printer is more then just a convenience for us it is a necessity. This printer is also used for every day office required documentation, preparing mailers, printing required color pictures from the internet for machinery repairs, new product research, the list goes on and on. Bottom line this printer needs to be replaced to keep the Street Division working as effectively as possible.

Due to the quantity of color pictures that we are required to replicate for our 'customers' both internal as well as external it would not be cost effective to either out source this printing need to a private vendor or send the printing requirement to a printer at City Hall and then chase a staff member to City Hall to recover the printed material. Both the 'customer' as well as the city staff would be wasting valuable time. To set a cost to this would be difficult as far as inconvenience to our customer base, but as far as a cost to lost Street Division staff time this would be a minimum of $5,000.00 per year to utilize a printer at City Hall and then have my staff run to pick it up. Also some printing is on an immediate need basis and a delay in getting the copy could be detrimental. With the Common Council demanding more with less, my department can not work effectively or efficiently without a dependable color printer. – ST]

I10: E-Mail accounts for all Common Council members (CC) - $2,900

There has been a request for the city to host e-mail for all Common Council members. This will create consistent e-mail addresses for citizens to remember and make it easier for them to get in contact with their alderpersons. Also, it would also protect the Council members in case of a open records request. This e-mail would be strictly city business. Included in the $2,900 is 10 client access license for the server, 10 client access licenses for an exchange server, a mail archiver and a security certificate so that the information can be secured.

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 2006 / $26,380

1) **Utilization of Threat Assessment and Reporting Device**
The 2006 purchase of this improvement represented a $9,392 investment by the city. However by taking an average of the last six months reduction of Internet usage compared to activity prior to implementing the device, the city is recovering an average of 79.5 hours per month of otherwise lost productivity. Based upon an average personnel cost of $19.99/hour excluding benefits, this equates to an annual cost savings to the city of $19,070.46 and a complete ROI of less than 6 months.

2) **Conversion of Municipal Code to In-House Database**
Coincident with the recodification of the municipal code, the city was paying Municipal Code Corporation to maintain and update the code electronically. In 2006 the IT department took this electronic version of the code that was provided by Municipal Code Corporation and developed a database version that could be updated internally. The database version made the code more accessible to the public, easier to search, and more timely. In addition, by maintaining the code internally, the city will save $3,100.00 per year in maintenance costs.

3) **In-House Replacement of On-Line Assessor's Property Information Inquiry**
Due to failures of the prior GVS WebLink software and the vendor's refusal to support the software, IT staff undertook developing an internal Web interface for displaying the Assessor's property

information on the Internet. This application has fully replaced the prior program and has provided significant enhancements including historical valuations, detailed permit history, and integration with GIS data. The software maintenance and support saved by developing this application in-house is $2,500 annually, with a concurrent enhancement and continuity of service.

4) **IT Staff Structured Cabling**
In conjunction with the state mandated State-wide Voter Registration System, the city has been required to extend the CityNet fiber-optic WAN to include Oak Avenue Community Center and Wildwood Station. Rather than pay private structured cabling costs, the city IT department purchased the materials and performed the work with part-time summer staff. The estimated cost saved on this project was $1,500.

5) **Internal Printing and Stuffing of Tax Bills**
The IT staff assisted the Finance Department with converting to a fully-electronically printed "Fold and Seal" type of tax bill utilizing existing city equipment used for processing payments in the Finance Department. The estimated cost savings for 2005 was $160 and in 2006 was $210.

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.

5) **In-House Development of GIS Internet Mapping Interface**
For the delivery of GIS data to the public, the city chose to develop a mapping interface to the data in-house. The purpose to bring this project in-house was due to the unavailability of an accessibility compliant interface as well as to provide greater service level to the community. Because we have been unable to find any such product available nationally if not world-wide, it is difficult to truly quantify the value of this project. However, to attempt to place a value on this, our end-product will be submitted in 2007 for the Harvard University Innovations in American Government award which carries with it a grant of $100,000 for furtherance and support of the project.

Year 2004 / $16,903.00:

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 2003 / $20,501.28 (annualized):

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.

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 Plaza, Police Department and Street Division. The Fire Department had an AT&T phone switch at the time. The City Hall Plaza 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.

Year 2001 / $6,806.80:

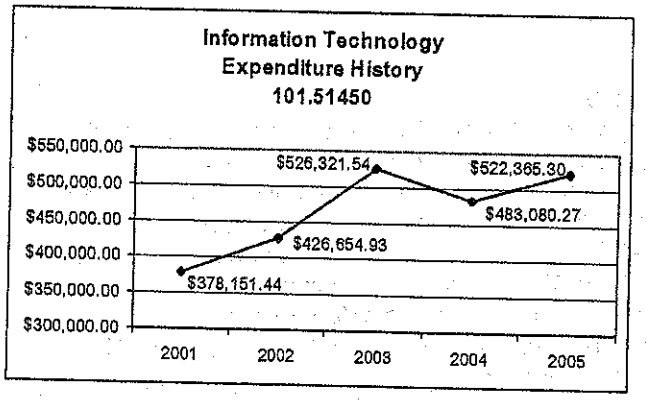
1) **Upgrade to Norton Antivirus Enterprise Suite v4.0**
In July 2000, we had 19 confirmed virus incidents on the CityNet. The ramifications associated with a breach of CityNet by viruses were significant. At that time, we were utilizing an end-point method of protection for our systems. That method 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).

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.

SCHEDULE OF DEPARTMENT EXPENDITURES:	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
TOTAL	$522,365	$663,595	$600,779	$624,665

DEPARTMENT STAFFING (FTE):	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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: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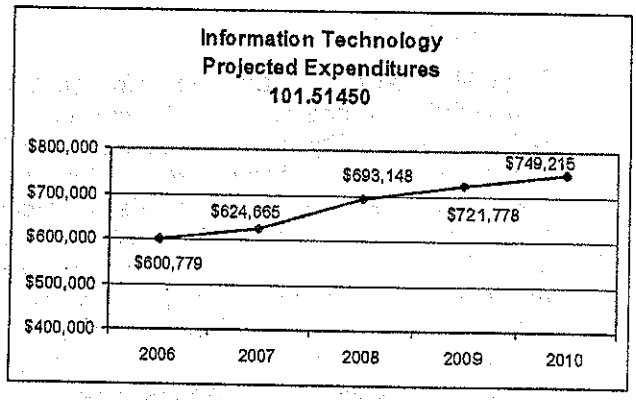
2002
2003
2004
2005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$600,779
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
INFORMATION TECHNOLOGY						
PROJECT						
PERSONAL SERVICES	231,542.44	245,157.00	238,017.00	255,391.00	255,391.00	
CONTRACTUAL SERVICES	42,533.62	67,721.00	54,941.00	61,341.00	74,523.00	
SUPPLIES AND EXPENSES	183,368.42	240,719.00	197,823.00	221,440.00	212,572.00	
FIXED CHARGES	64,920.82	74,352.00	74,352.00	78,039.00	78,039.00	
CAPITAL OUTLAY		35,646.00	35,646.00	4,140.00	4,140.00	
TOTALS: PROJECT	522,365.30	663,595.00	600,779.00	620,351.00	624,665.00	
TOTALS: INFORMATION TECHNOLOGY	522,365.30	663,595.00	600,779.00	620,351.00	624,665.00	

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. Investments

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:

- 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 2007 budget for the Finance Department is $420,725, an increase of $2,504 or .60% above the 2006 budget of $418,221.

An amount of $10,831 is budgeted in line item 5210 (Professional Services) to finance 2006 audit expenses. An additional $12,000 is budgeted for contracting accounting services for the CAFR and State Report Form "C" and $1,500 for attorney fees for audit responses. This budget is funded primarily by tax levy but also fees. All other expenditures are typical for this activity.

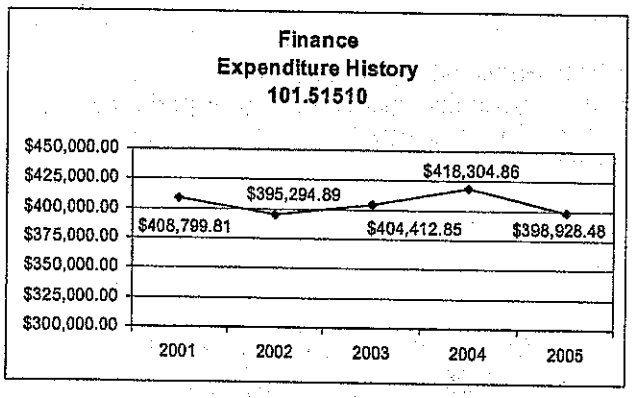
SCHEDULE OF DEPARTMENT EXPENDITURES:

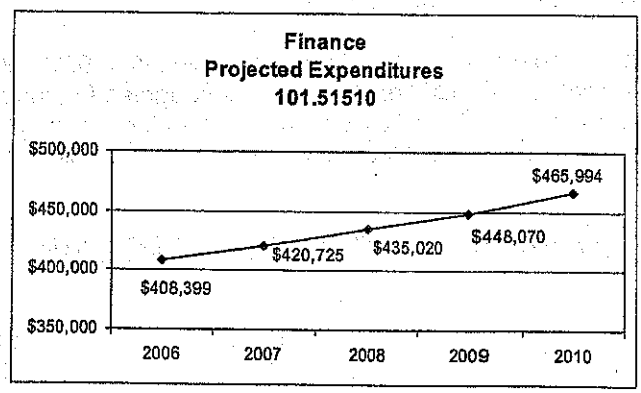
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$398,928	$418,221	$408,399	$420,725

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FINANCE						
PROJECT						
PERSONAL SERVICES	346,702.43	370,930.00	356,598.00	373,531.00	373,531.00	
CONTRACTUAL SERVICES	30,215.28	26,767.00	31,670.00	26,501.00	26,501.00	
SUPPLIES AND EXPENSES	19,510.51	19,634.00	19,200.00	19,743.00	19,743.00	
FIXED CHARGES	880.00	890.00	931.00	950.00	950.00	
DEBT SERVICE	3.26					
CAPITAL OUTLAY	1,617.00					
TOTALS: PROJECT	398,928.48	418,221.00	408,399.00	420,725.00	420,725.00	
TOTALS: FINANCE	398,928.48	418,221.00	408,399.00	420,725.00	420,725.00	

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 on behalf of the City of Marshfield property owners 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 codes establish 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.
      1) Real Estate Assessed and Exempt.
      2) Personal Property Assessed and Exempt.
      3) Mobile Homes In Parks
   b. Assure reporting capabilities with value breakdowns for all categories that require reports.
   c. Provide copies of all parcel line changes to GIS Technician for computer mapping changes.
   d. Review database functions and utilities for integrating other city departments.
   e. Set up and enter pricing and listing tables for user-friendly and consistent data entry.
   f. Coordinate software vendor and Information Systems work.
   g. Attend user meetings with suggestions for program improvements and training.
   h. Set up and download information to County software.

3.. Data collection and analysis.
   a. List and photograph residential, commercial and exempt 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. Work with the appropriate approaches to value for all property to determine values. Reconcile the three approaches (cost, market, income) into the most probable value estimate working within a mass appraisal process to arrive at assessed values for real estate.

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.
   4) Intervene when necessary to help defend manufacturing values.

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 Reports
k. Mobile Home Lottery Reports, Statements, and Collection Lists.
l. Public Fire Protection roll to Information Systems Department.

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 March 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 property information.
   78,656 hits – 7/9/03
   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 assessment data.
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. Work to develop integrated data system for alternate uses by other city department.
8. Work pro-actively to cut department costs and/or increase department revenues while improving performance levels.
9. Plan for future city-wide reevaluations.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS

The recommended 2007 budget for the City Assessor's office totals $300,782, an increase of $7,925 or 2.7% above the 2006 budget of $292,857. Increases in personal service costs accounted for most of this increase. Included in the 2007 budget is $4,706 for state mandated manufacturing assessment fees. This budget is funded entirely by tax levy.

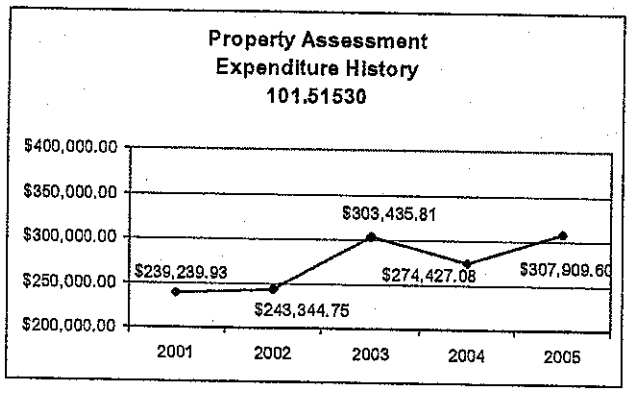
Schedule of Department Expenditures:

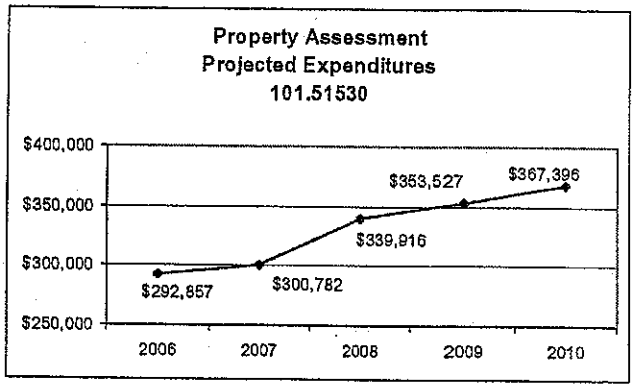
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$307,910	$292,857	$292,857	$300,782

Department Staffing (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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:





CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

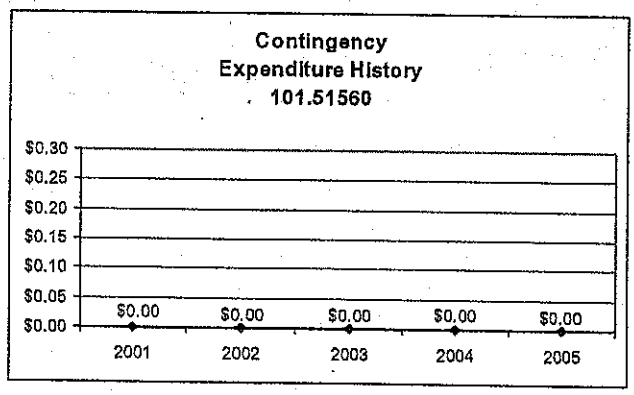
ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PROPERTY ASSESSMENT						
PROJECT						
PERSONAL SERVICES	247,965.26	268,735.00	268,735.00	275,869.00	275,869.00	
CONTRACTUAL SERVICES	50,409.97	9,380.00	9,380.00	9,497.00	9,497.00	
SUPPLIES AND EXPENSES	9,533.04	14,742.00	14,742.00	15,416.00	15,416.00	
DEBT SERVICE	1.33					
TOTALS: PROJECT	307,909.60	292,857.00	292,857.00	300,782.00	300,782.00	
TOTALS: PROPERTY ASSESSMENT	307,909.60	292,857.00	292,857.00	300,782.00	300,782.00	

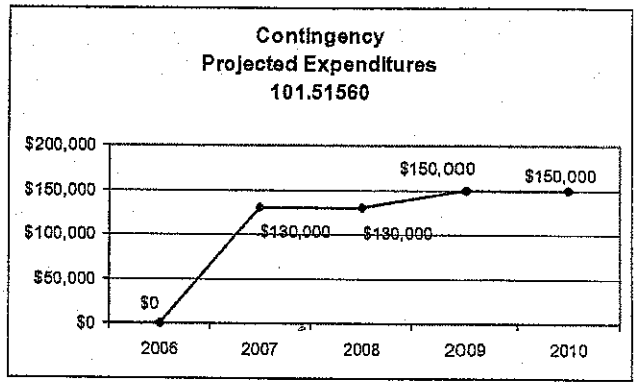
SUMMARY
VARIOUS NON-DEPARTMENTAL BUDGETS

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.



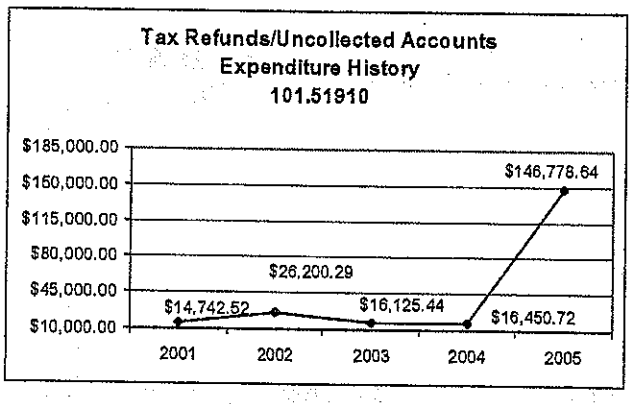


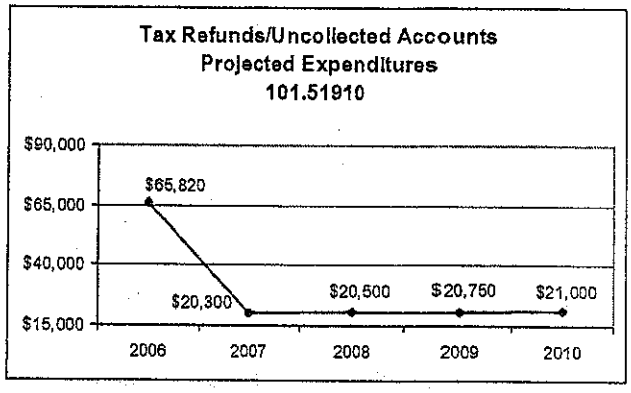
2) ILLEGAL TAXES, TAX REFUNDS AND UNCOLLECTIBLE TAXES, SPECIAL ASSESSMENTS AND RECEIVABLES (101-51910)

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 2007 budget for this cost center totals $20,300, a decrease of $49,700 or 71% under the amended 2006 budget of $70,000. In 2006 additional monies totaling $48,000 were transferred here for a tax refund to Marshfield Door Systems Inc. It is

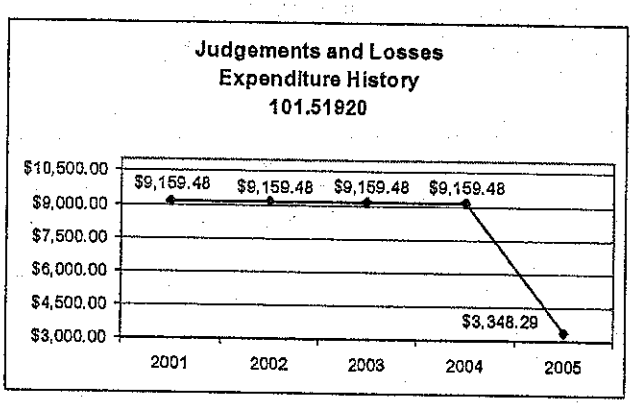
unknown at this time if additional monies will be needed in 2007. The recommended budget includes $1,300 for collection agency fees; $3,000 for erroneous taxes placed on the tax roll, and 16,000 for uncollectible delinquent personal property taxes to be written off. This budget is funded entirely by tax levy.

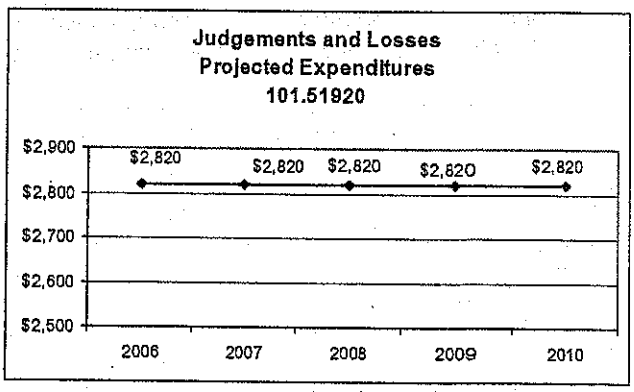




3) JUDGMENTS AND LOSSES (101-51920)

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 2007 budget of $2,820, the same as the 2006. This budget is funded entirely by tax levy.

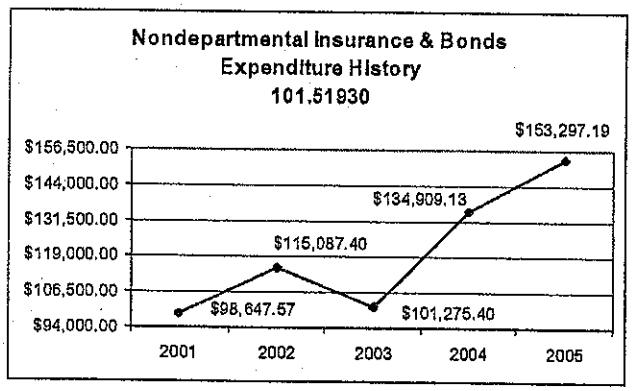


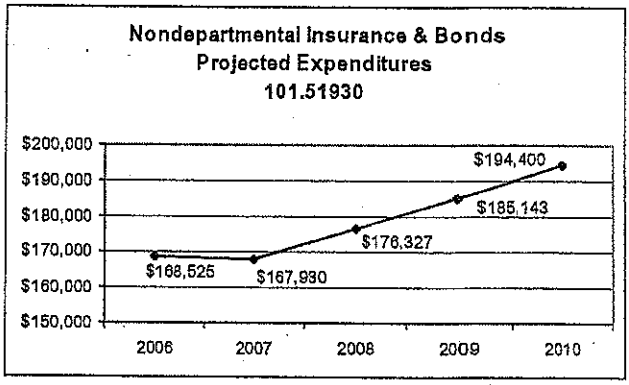


4) **NON-DEPARTMENTAL INSURANCE AND BONDS (101-51930)**

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 2007 budget is $167,930, an increase of $1,919 or 1.2% from the 2006 adopted budget of $166,011. 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 within their respective budgets.





6) **OTHER FINANCING USES (101-59000)**

The 2007 budget totals $42,945. This represents funds needed to cover three projects that have been previously completed. They are as follows:

Fund #219, Fire Grant Fund	$ 86
Fund #403, Municipal parking lot, S. Maple Ave.	27,140
Fund #422, Various water main construction projects	15,719
	$42,945

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CONTINGENCY						
PROJECT						
PERSONAL SERVICES		30,000.00		30,000.00	30,000.00	
GRANTS CONTRIB INDEMNITIES		37,500.00		100,000.00	100,000.00	
TOTALS: PROJECT		67,500.00		130,000.00	130,000.00	
TOTALS: CONTINGENCY		67,500.00		130,000.00	130,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TAX REFUNDS/UNCOLLECT. ACCTS						
PROJECT						
CONTRACTUAL SERVICES	25,509.29	1,500.00	1,300.00	1,300.00	1,300.00	
SUPPLIES AND EXPENSES	114,484.25	52,000.00	48,020.00	3,000.00	3,000.00	
GRANTS CONTRIB INDEMNITIES	6,785.10	16,500.00	16,500.00	16,000.00	16,000.00	
TOTALS: PROJECT	146,778.64	70,000.00	65,820.00	20,300.00	20,300.00	
TOTALS: TAX REFUNDS/UNCOLLECT. A	146,778.64	70,000.00	65,820.00	20,300.00	20,300.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
JUDGMENTS AND LOSSES						
PROJECT						
GRANTS CONTRIB INDEMNITIES	3,348.29	2,820.00	2,820.00	2,820.00	2,820.00	
TOTALS: PROJECT	3,348.29	2,820.00	2,820.00	2,820.00	2,820.00	
TOTALS: JUDGMENTS AND LOSSES	3,348.29	2,820.00	2,820.00	2,820.00	2,820.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
NONDEPTMENTAL INSUR & BONDS						
PROJECT						
FIXED CHARGES	153,297.19	166,011.00	168,525.00	167,930.00	167,930.00	
TOTALS: PROJECT	153,297.19	166,011.00	168,525.00	167,930.00	167,930.00	
TOTALS: NONDEPTMENTAL INSUR & BO	153,297.19	166,011.00	168,525.00	167,930.00	167,930.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	352,000.00	6,083.00			42,945.00	
TOTALS: PROJECT	352,000.00	6,083.00			42,945.00	
TOTALS: OTHER FINANCING USES	352,000.00	6,083.00			42,945.00	
TOTALS: GENERAL FUND	18,370,419.46	19,099,279.00	18,807,432.00	19,285,945.00	19,294,426.00	

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.

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 supervision/management (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, investigate and report on 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 investigate juvenile incidents and promote positive interaction between the community, the 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.

COST SAVING MEASURES

The Marshfield Police Department continuously reviews costs, spending and revenue. This document outlines many of the cost saving actions for the last five years.

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. The department has, and will continue to look for innovative staffing approaches and the assignment of our personnel with the goal of efficient service to the taxpayers.

- 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. 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 are on pace to use 3200 hours. As you can see, from the base year (4,401 OT hours) 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.

- 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, attorney's 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**

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.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2007 budgets for the areas listed above (Law Enforcement, Ordinance Enforcement, School Crossing Guards, and Dispatch) total $4,255,049 an increase of $43,357 or 1.0% above the 2006 combined budgets of $4,211,692. The majority of this increase is due to personal service costs, utility costs, and routine operation and maintenance costs. This increase would've been considerably higher if not for the dispatch center being transferred to Wood County on October 1, 2006.

Contractual services has gone up due to maintenance costs for professional radio and emergency equipment installation ($2,400), utilities ($6,747) and taser repair ($250). Supplies and expenses have gone up primarily due to gasoline costs ($20,532). All other expenditures are typical for these activities.

Recommended 2007 capital outlay in these budgets include the following:

Three marked squad cars	$ 71,976
One Kustom Prolaser III radar unit	3,495
One Computer Voice Stress Analyzer	13,205
One Krimesite/Goldpanther alternative light evidence collection system*	17,445
TOTAL	$ 106,121

*Grant eligible revenue of $13,084

The Ordinance Enforcement, School Crossing Guards and Dispatch Center 2007 budgets include no requests for capital outlay.

SCHEDULE OF DEPARTMENT EXPENDITURES:

Cost Category	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Law Enforcement	$3,597,979	$3,743,266	$3,744,597	$3,938,149
Ordinance Enforcement	112,054	128,153	116,530	137,435
School Crossing Guards	52,157	59,655	57,325	53,409
Dispatch Center	427,585	280,618	280,630	126,056
Total	$4,189,775	$4,211,692	$4,199,082	$4,255,049

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.

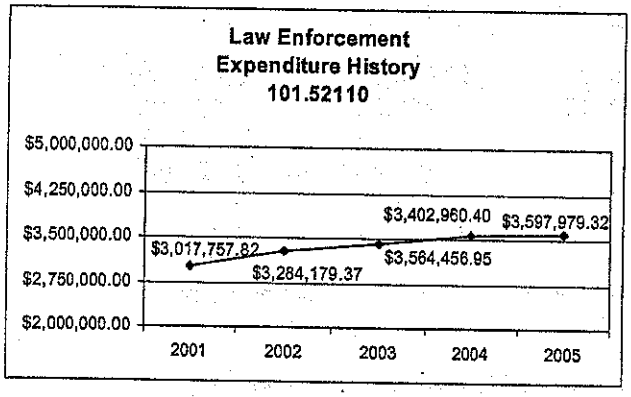
The Common Council has agreed to a county-wide Central Dispatch Service for the entire Wood County. The change over is scheduled for October 1, 2006. The Common Council has pledged support to pay one-third of the start-up costs, capped at $333,333. To pay for these start-up costs, the city has the opted to do so with Wood County borrowing the entire start-up costs and billing the city for their share. The city's share of the Wood County indebtedness for 2007 is $126,056. There will be two additional years of debt service cost. The subsequent years will be adjusted based upon the actual final start-up costs

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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
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
Dispatcher	MDOEOA	8.0	-0-
Total		53.0	45.0

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

GRAPHS: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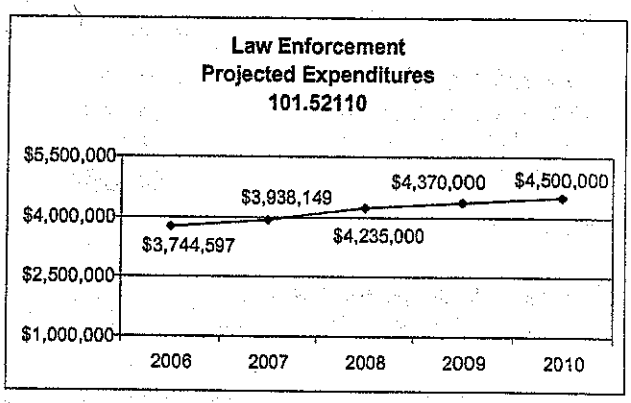
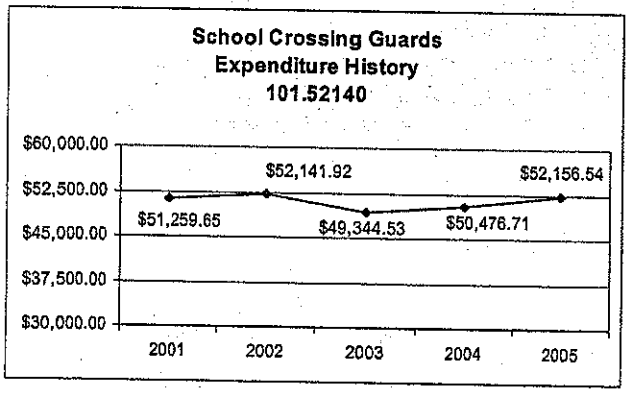
$3,017,757.82
$3,284,179.37
$3,564,456.95
$3,402,960.40
$3,597,979.32
2001
2002
2003
2004
2005


Law Enforcement
Projected Expenditures
101.52110
$5,500,000
$4,000,000
$2,500,000
$1,000,000
$3,744,597
$3,938,149
$4,235,000
$4,370,000
$4,500,000
2006
2007
2008
2009
2010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Expenditure History
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$45,000.00
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$30,000.00
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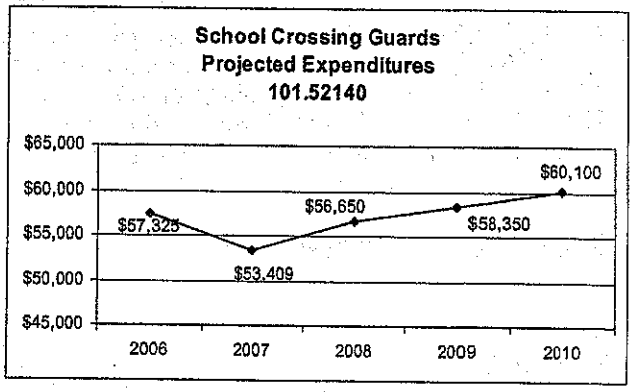
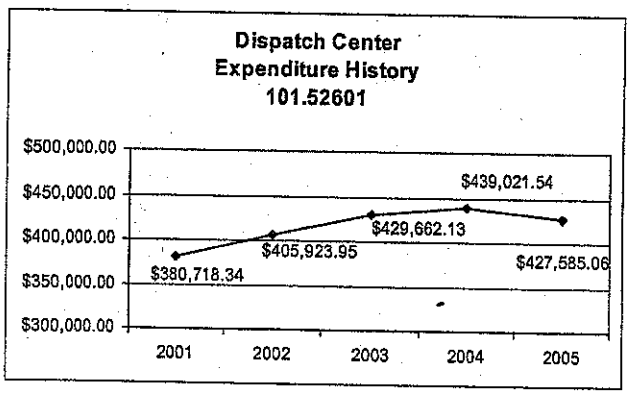
2002
2003
2004
2005


School Crossing Guards
Projected Expenditures
101.52140
$65,000
$60,000
$55,000
$50,000
$45,000
$57,325
$53,409
$56,650
$58,350
$60,100
2006
2007
2008
2009
2010


Dispatch Center
Expenditure History
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$400,000.00
$350,000.00
$300,000.00
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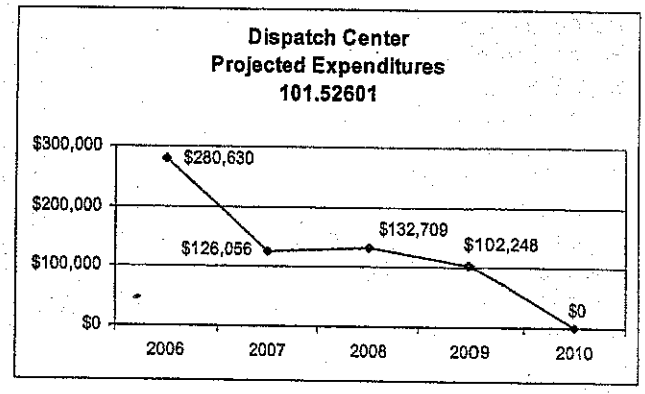
$439,021.54
$427,585.06
2001
2002
2003
2004
2005


Dispatch Center
Projected Expenditures
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$280,630
$126,056
$132,709
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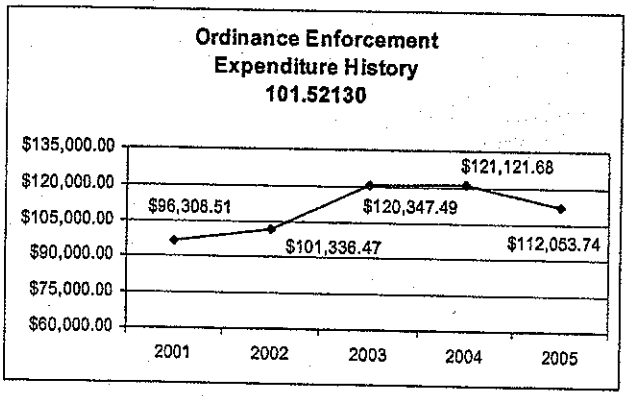
$0
2006
2007
2008
2009
2010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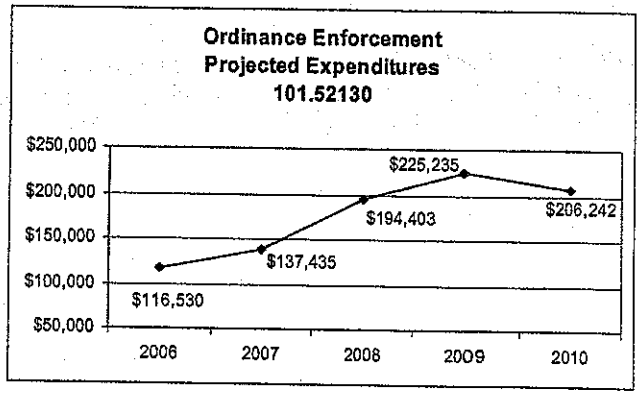
2002
2003
2004
2005


Ordinance Enforcement
Projected Expenditures
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$200,000
$150,000
$100,000
$50,000
$116,530
$137,435
$194,403
$225,235
$206,242
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
LAW ENFORCEMENT						
PROJECT						
PERSONAL SERVICES	3,328,098.82	3,442,612.00	3,443,768.00	3,575,399.00	3,575,399.00	
CONTRACTUAL SERVICES	67,504.56	93,895.00	93,382.00	103,039.00	103,039.00	
SUPPLIES AND EXPENSES	123,643.71	131,014.00	131,702.00	152,500.00	151,750.00	
FIXED CHARGES	854.75	1,800.00	1,800.00	1,840.00	1,840.00	
DEBT SERVICE	3.88					
CAPITAL OUTLAY	77,873.60	73,945.00	73,945.00	106,121.00	106,121.00	
TOTALS: PROJECT	3,597,979.32	3,743,266.00	3,744,597.00	3,938,899.00	3,938,149.00	
TOTALS: LAW ENFORCEMENT	3,597,979.32	3,743,266.00	3,744,597.00	3,938,899.00	3,938,149.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ORDINANCE ENFORCEMENT						
PROJECT						
PERSONAL SERVICES	95,363.71	108,494.00	96,318.00	167,393.00	115,922.00	
CONTRACTUAL SERVICES	9,789.02	10,780.00	11,683.00	10,898.00	10,898.00	
SUPPLIES AND EXPENSES	6,901.01	8,879.00	8,529.00	10,615.00	10,615.00	
TOTALS: PROJECT	112,053.74	128,153.00	116,530.00	188,906.00	137,435.00	
TOTALS: ORDINANCE ENFORCEMENT	112,053.74	128,153.00	116,530.00	188,906.00	137,435.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
SCHOOL CROSSING GUARDS						
PROJECT						
PERSONAL SERVICES	51,938.73	58,518.00	56,188.00	52,282.00	52,282.00	
CONTRACTUAL SERVICES	5.00					
SUPPLIES AND EXPENSES	212.81	1,137.00	1,137.00	1,127.00	1,127.00	
TOTALS: PROJECT	52,156.54	59,655.00	57,325.00	53,409.00	53,409.00	
TOTALS: SCHOOL CROSSING GUARDS	52,156.54	59,655.00	57,325.00	53,409.00	53,409.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DISPATCH CENTER						
PROJECT						
PERSONAL SERVICES	413,461.13	260,571.00	265,667.00			
CONTRACTUAL SERVICES	4,951.68	12,868.00	7,781.00	126,056.00	126,056.00	
SUPPLIES AND EXPENSES	3,072.25	3,525.00	3,528.00			
FIXED CHARGES	6,100.00	3,654.00	3,654.00			
TOTALS: PROJECT	427,585.06	280,618.00	280,630.00	126,056.00	126,056.00	
TOTALS: DISPATCH CENTER	427,585.06	280,618.00	280,630.00	126,056.00	126,056.00	

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

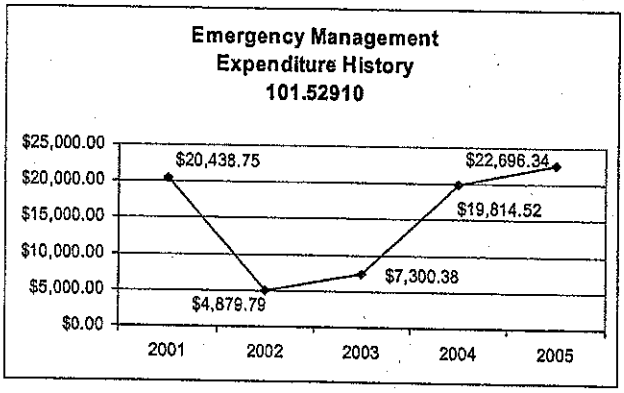
The Police and Fire Chiefs are responsible for the organization, administration, and operation of emergency government for the City of Marshfield. This responsibility entails the following tasks:

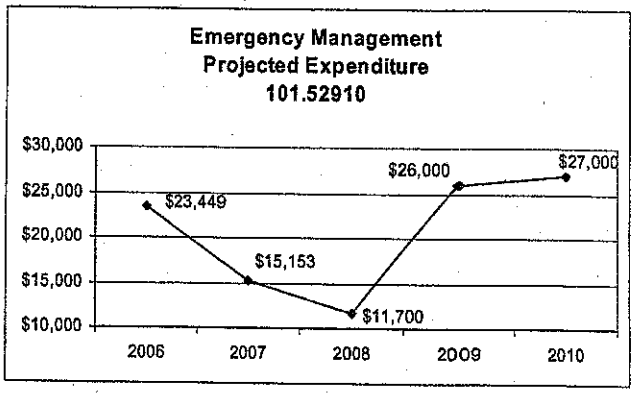
1) Maintain an updated plan for the emergency preparedness of the City of Marshfield;
2) Coordinate participation of the municipality in Emergency Management training programs and exercises as required;
3) Performing administrative duties necessary for the rendering of reports and procurement of federal 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 2007 budget for Emergency Management is $15,153; a decrease of $12,314 or 44.8% under the 2006 original budget of $27,467. No funds were requested for emergency siren replacement in 2007, a $14,000 decrease from the 2006 budget. New requests include $1,000 for ID cards and $500 for the Governor's conference on emergency management. Other expenditures are typical for this activity. This budget is supported entirely by tax levy.

GRAPHS:





CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
EMERGENCY MANAGEMENT						
PROJECT						
PERSONAL SERVICES		7,521.00	5,022.00	7,583.00	7,583.00	
CONTRACTUAL SERVICES	7,657.20	4,969.00	4,850.00	5,070.00	5,070.00	
SUPPLIES AND EXPENSES	2,890.14	977.00	1,077.00	2,500.00	2,500.00	
CAPITAL OUTLAY	12,149.00	14,000.00	12,500.00			
TOTALS: PROJECT	22,696.34	27,467.00	23,449.00	15,153.00	15,153.00	
TOTALS: EMERGENCY MANAGEMENT	22,696.34	27,467.00	23,449.00	15,153.00	15,153.00	

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 if 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 2007 budgets for the Fire and Rescue Department (Fire Protection and Fire Prevention) total $2,545,038, an increase of $149,491 or 6.2% above the combined 2006 budgets of $2,395,547. 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.

The majority of this increase comes from personnel costs ($102,204), supplies and expenses ($8,008), and capital outlay ($42,500). Additional supply costs include protective turnout gear ($2,500) replacement of SCBA air cylinders ($8,000) and the start of a hose replacement program ($2,215).

This budget also includes monies for land acquisition, CIP #FD-K-5800 ($63,500) for a second fire station and the continual development of the training center, CIP #FD-K-5803 ($39,000). Mid-State Technical College will pay $19,500 toward the training center development costs. There is $375,000 requested in 2007 for a new pumper fire truck. This is shown in Fire Protection Fund #412. 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.

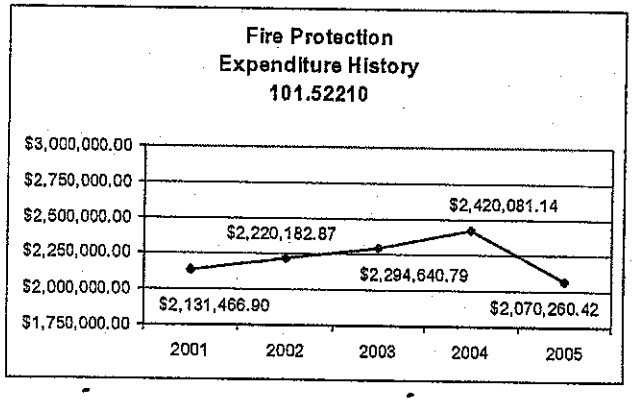
SCHEDULE OF DEPARTMENT EXPENDITURES:

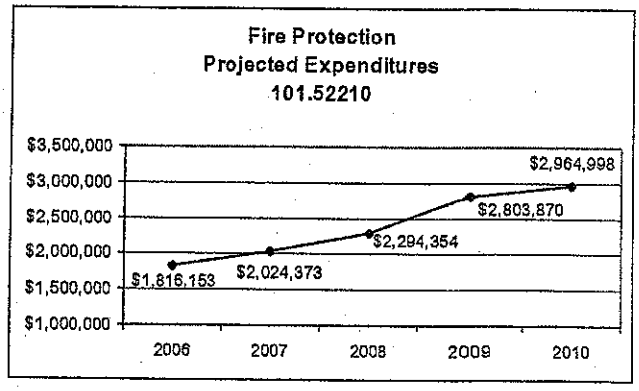
Cost Category	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Fire Protection	$2,070,260	$1,892,356	$1,816,153	$2,024,373
Fire Prevention	480,439	503,191	472,557	520,665
TOTAL	$2,550,699	$2,395,547	$2,288,710	$2,545,038

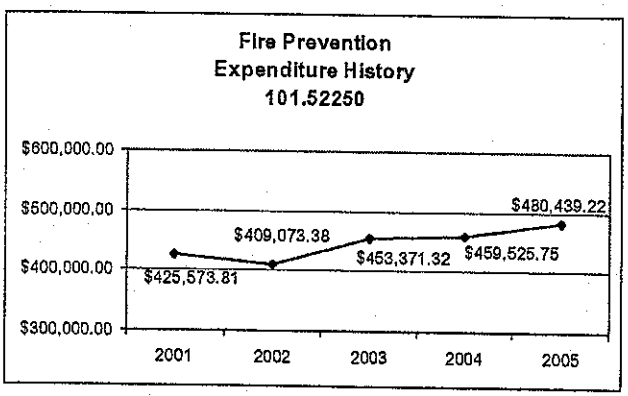
DEPARTMENT STAFFING (FTE):

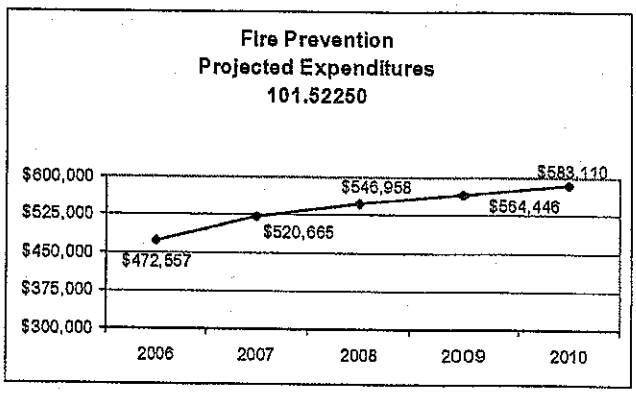
Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
Fire Chief	D/6/3	1.0	1.0
Deputy Fire Chief	C/5/2	4.3	4.3
EMT/Firefighters	Local 1021 – IAFF	21.0	21.0
Secretary to Fire Chief	B/2/3	1.0	1.0
Total		27.3	27.3

GRAPHS:









CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FIRE PROTECTION						
PROJECT						
PERSONAL SERVICES	1,646,759.96	1,718,905.00	1,659,799.00	1,809,346.00	1,805,346.00	
CONTRACTUAL SERVICES	380,363.26	52,839.00	53,203.00	52,253.00	52,253.00	
SUPPLIES AND EXPENSES	36,937.20	59,452.00	58,991.00	64,274.00	64,274.00	
CAPITAL OUTLAY	6,200.00	61,160.00	44,160.00	102,500.00	102,500.00	
TOTALS: PROJECT	2,070,260.42	1,892,356.00	1,816,153.00	2,028,373.00	2,024,373.00	
TOTALS: FIRE PROTECTION	2,070,260.42	1,892,356.00	1,816,153.00	2,028,373.00	2,024,373.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FIRE PREVENTION						
PROJECT						
PERSONAL SERVICES	464,998.59	483,328.00	450,397.00	499,091.00	499,091.00	
CONTRACTUAL SERVICES	6,686.06	8,088.00	9,760.00	6,613.00	6,613.00	
SUPPLIES AND EXPENSES	8,754.57	11,775.00	12,400.00	14,961.00	14,961.00	
TOTALS: PROJECT	480,439.22	503,191.00	472,557.00	520,665.00	520,665.00	
TOTALS: FIRE PREVENTION	480,439.22	503,191.00	472,557.00	520,665.00	520,665.00	

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 Division provides a safe and decent work place for employees and the public with custodial/maintenance and housekeeping service at the City Hall Plaza building. 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	Aging
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. Conduct reviews of codes and recommend 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 inspections and issues appropriate reports for various lending institutions, government agencies, individuals and businesses

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. Assist with 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 City Hall Plaza

   A. Schedules and supervises custodial/housekeeping labor at two 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 reviews 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 2007 budget for the Building Services and Inspection Division (excluding building maintenance/custodial expenses found elsewhere) is $319,917, an increase of $13,142 or 4.3% above the combined 2006 budgets of $306,775.

For the year 2007, $20,000 is requested for miscellaneous nuisance enforcement and condemnations. Increases in these budgets have also occurred in the category of personal services costs. No funds were requested in 2007 for a part-time clerical employee. 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 $19,327 in 2007. There are no capital outlay requests in 2007. All other expenditures are typical of this activity. Both of these budgets are funded by tax levy ($194,590), permit fees ($106,000) and the sharing of the electrical inspection costs ($19,327).

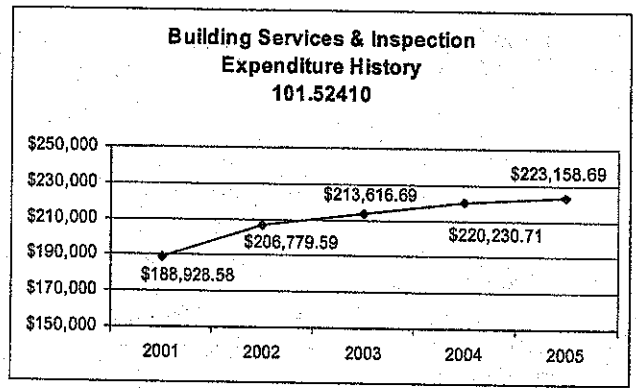
SCHEDULE OF EXPENDITURES:

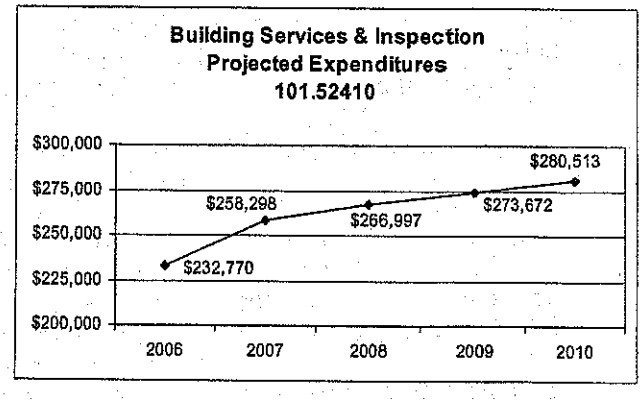
Cost Category	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Building Services & Inspection	$223,159	$246,419	$232,770	$258,298
Plumbing Inspector	57,205	60,356	65,309	61,619
Total	$280,364	$306,775	$298,079	$319,917

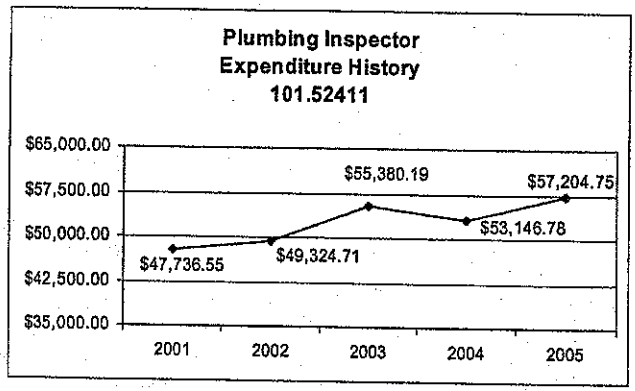
STAFFING (FTE):

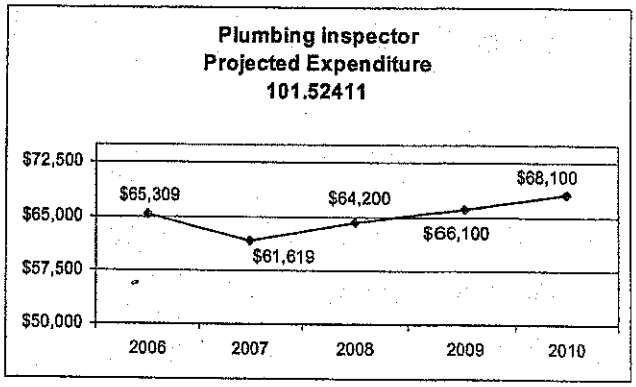
Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
Building Services Supervisor	C/4/4	1.0	1.0
Secretary	AFSCME	1.0	1.0
Plumbing Inspector/Assistant Building Inspector	B/3/1	1.0	1.0
Electrical Inspector/Assistant Building Inspector	B/3/1	1.0	1.0
Total		4.0	4.0

GRAPHS:









CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
BLDG SERVICES & INSPECTION						
PROJECT						
PERSONAL SERVICES	206,705.28	215,869.00	213,784.00	219,090.00	219,090.00	
CONTRACTUAL SERVICES	9,380.24	20,500.00	9,500.00	29,620.00	29,620.00	
SUPPLIES AND EXPENSES	7,072.45	10,050.00	9,411.00	9,588.00	9,588.00	
FIXED CHARGES			75.00			
DEBT SERVICE	.72					
TOTALS: PROJECT	223,158.69	246,419.00	232,770.00	258,298.00	258,298.00	
TOTALS: BLDG SERVICES & INSPECTI	223,158.69	246,419.00	232,770.00	258,298.00	258,298.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PLUMBING INSPECTOR						
PROJECT						
PERSONAL SERVICES	54,430.94	57,946.00	63,729.00	59,264.00	59,264.00	
CONTRACTUAL SERVICES	155.85	160.00	180.00	180.00	180.00	
SUPPLIES AND EXPENSES	2,617.96	2,250.00	1,400.00	2,175.00	2,175.00	
TOTALS: PROJECT	57,204.75	60,356.00	65,309.00	61,619.00	61,619.00	
TOTALS: PLUMBING INSPECTOR	57,204.75	60,356.00	65,309.00	61,619.00	61,619.00	

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

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

2006 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 $5,888 in 2006.

- All traffic signal bulbs have now been updated from incandescent to LED resulting in electrical cost savings of over $10,000 per year. Maintenance and supply cost reductions have also been realized by not changing incandescent bulbs on an annual basis. The estimated savings is approximately $2,000 per year.

- Reviewed new products to meet current ADA standards for truncated domes on curb ramps. A new product will be purchased this year from Neenah Foundry at $135 each as compared to last years price of $176 each for a 2006 saving s of $6,560. The Neenah product is also expected to be much more durable than the other products that have been used in the past.

- Sanitary sewer lining has continued in 2006. This method of rehab has allowed the City to rehabilitate sanitary sewer mains without having to reconstruct the road surface. More than 10 miles of sanitary sewer have been rehabilitated by lining through 200. The estimated savings by this rehab method exceeds 5 million dollars (10 miles X 5280 ft/mile X $100 per foot for street reconstruction = $5,280,000). Also, the 2006 sanitary sewer lining contract combined 2005 and 2006 funding which resulted in reduced contract administration costs and reduced unit prices due to the larger quantity. For example, the 2004 price for 8-inch liner was $24.00 per LF and the 2006 price was $22.50 per LF.

- 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 and storm sewer layers 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 are currently focus on the storm sewer layer.

- 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 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 2006 asphalt paving projects is approximately $60,000.

- Reduced the number of memberships in professional organizations – savings of $600.

Proposed 2007 Budget Reductions

- Eliminated new street light installations from the Street Light budget – savings of $10,000. This funded new street lights in developed areas. Requests for new street lights have been down in recent years. Any requests received in 2007 would be deferred and proposed for

the 2008 budget. Street lights in new subdivisions are installed by the developer.

- Reduced Professional Services for legal fees in the Industrial Park Operations budget – savings of $2,500. These services were to assist with sale of land in the industrial and business parks. Historically, the amount budgeted has not been spent. $2,500 remains in the 2007 budget.

- Eliminated overtime in the Public Works Administration budget – savings of $232.

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2007 budget for the Department of Public Works totals $414,865, an increase of $9,542 or 2.4% from the 2006 budget of $405,323. There are no capital outlay requests in 2007. All other expenditures are typical of this activity. These budgets are funded by tax levy and permit fees. $1,381 in Parks and Recreation General Engineering will be funded in the Engineering budget. Engineering services ($3,548) for CIP Project No. UW-K-7303, UW Parking Lot and Sidewalk Repair, will be charged to Fund 440, University Center Building/Remodeling.

SCHEDULE OF PROGRAM EXPENDITURES:

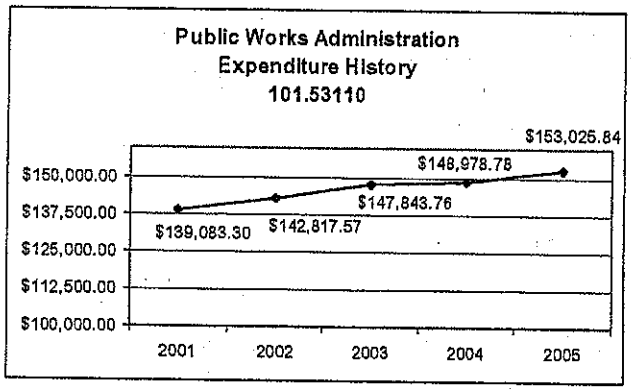
Cost Category	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
P.W. Administration	$153,026	$159,145	$160,911	$162,374
Engineering Administration	249,455	246,178	250,630	252,491
Total	$402,481	$405,323	$411,541	$414,865

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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
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$148,978.78
$147,843.76
$139,083.30
$142,817.57
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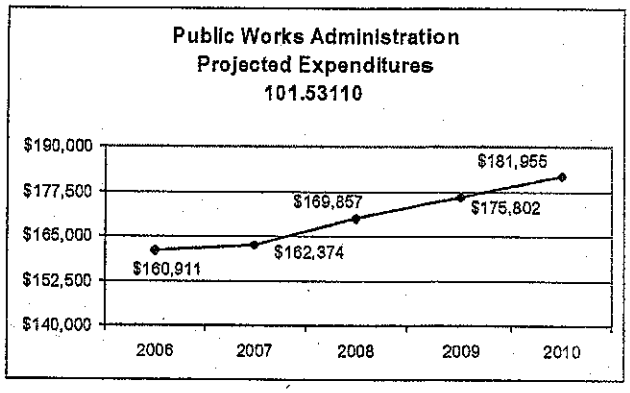
$100,000.00
2001
2002
2003
2004
2005


Public Works Administration
Projected Expenditures
101.53110
$190,000
$177,500
$165,000
$152,500
$140,000
$181,955
$169,857
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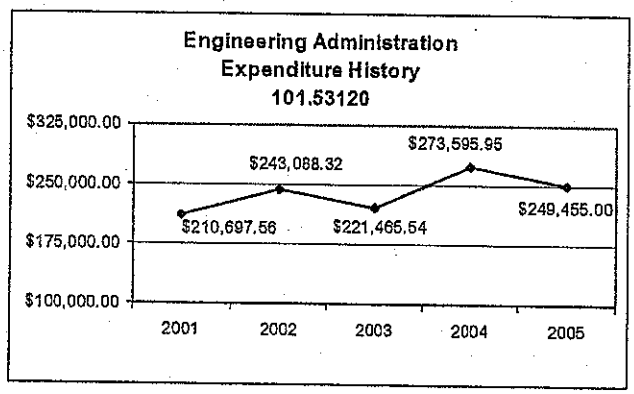
$162,374
2006
2007
2008
2009
2010


Engineering Administration
Expenditure History
101.53120
$325,000.00
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$175,000.00
$100,000.00
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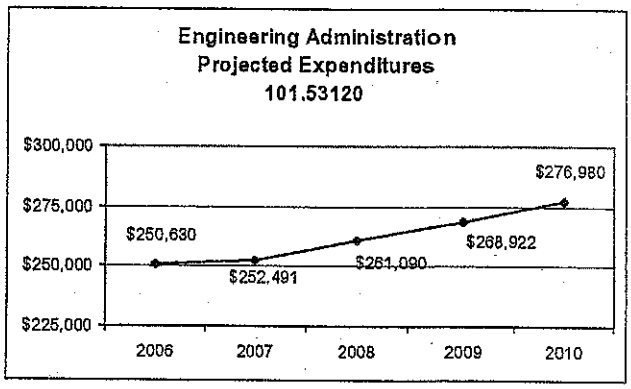
2001
2002
2003
2004
2005


Engineering Administration
Projected Expenditures
101.53120
$300,000
$275,000
$250,000
$225,000
$276,980
$250,630
$268,922
$252,491
$261,090
2006
2007
2008
2009
2010

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PUBLIC WORKS ADMINISTRATION						
PROJECT						
PERSONAL SERVICES	150,547.82	155,994.00	157,696.00	159,247.00	159,247.00	
CONTRACTUAL SERVICES	159.06	216.00	180.00	192.00	192.00	
SUPPLIES AND EXPENSES	2,318.24	2,935.00	3,035.00	2,935.00	2,935.00	
DEBT SERVICE	.72					
TOTALS: PROJECT	153,025.84	159,145.00	160,911.00	162,374.00	162,374.00	
TOTALS: PUBLIC WORKS ADMINISTRAT	153,025.84	159,145.00	160,911.00	162,374.00	162,374.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ENGINEERING ADMINISTRATION						
PROJECT						
PERSONAL SERVICES	230,157.08	224,677.00	232,790.00	236,338.00	232,990.00	
CONTRACTUAL SERVICES	4,976.39	1,672.00	1,640.00	1,672.00	1,672.00	
SUPPLIES AND EXPENSES	14,320.57	19,829.00	16,200.00	18,029.00	17,829.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	.96					
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	249,455.00	246,178.00	250,630.00	256,039.00	252,491.00	
TOTALS: ENGINEERING ADMINISTRATI	249,455.00	246,178.00	250,630.00	256,039.00	252,491.00	

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 2007 budget for the City Hall Plaza building is $280,615, a decrease of $5,072 or 1.8% from the 2006 budgets of $285,687. The majority of this decrease is in personal service costs. The 2007 Civic Center Plaza budget is now being shown and combined with the Aging budget.

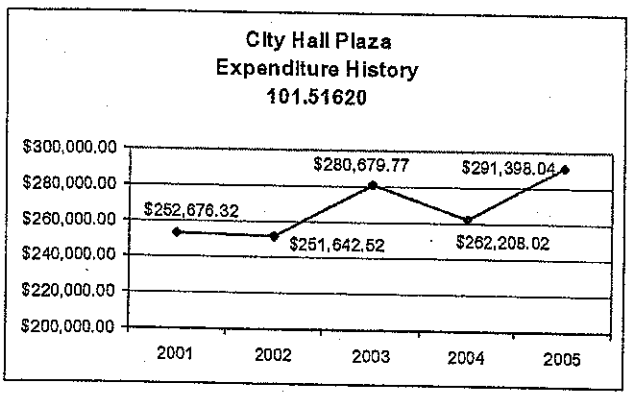
Health insurance decreased because an employee did not participate in 2007 ($11,942), and contractual services increased ($8,766) primarily because of utility costs. There are no capital outlay requests in this budget. All other expenditures are typical for this activity.

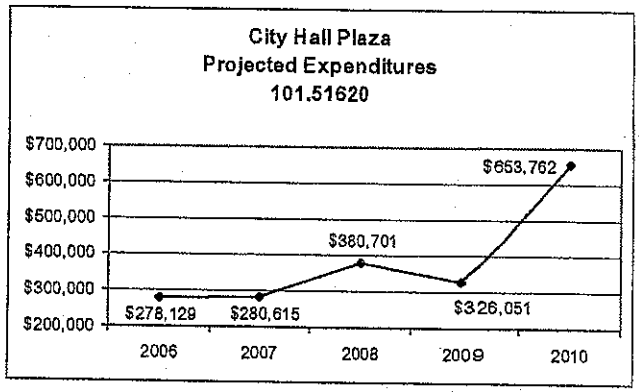
It is important to note that the percentage of the City Hall Plaza budget financed by rental revenue from tenants has remained relatively stable since 1997. The chart below illustrates the relationship between total expenditures in the City Hall Plaza budget from 1997 through 2007 to rental receipts from tenants in the same time frame. The balance of this budget is funded entirely by tax levy

Year	Total Expend.	(less Capital Outlay)	Net Expend.	Rental Income	% of Net Exp. financed with rental income
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	$291,398	($ 15,195)	$276,203	$245,852	89.0%
2006*	$278,129	($ -0-)	$278,129	$283,658	88.4%
2007**	$280,615	($ -0-)	$280,615	$294,162	104.8%

* Estimated 2006
** Projected 2007

There is $95,000 budgeted in the City Hall Remodeling Fund #437 for various capital projects.





Civic Center Plaza Building:

The 2007 appropriations for this budget is now shown in the Aging Budget (101-54610).

SCHEDULE OF EXPENDITURES:

Cost Center	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
City Hall Plaza	$291,398	$285,687	$278,129	$280,615
Civic Center Plaza	30,752	16,655	17,143	0
TOTAL	$322,150	$302,342	$295,272	$280,615

FUNCTION STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
Custodian	AFSCME	2.0	2.0

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CITY HALL PLAZA						
PROJECT						
PERSONAL SERVICES	61,401.26	64,692.00	53,241.00	51,054.00	51,054.00	
CONTRACTUAL SERVICES	206,133.09	212,040.00	215,629.00	225,806.00	220,806.00	
SUPPLIES AND EXPENSES	8,655.69	8,325.00	8,829.00	8,225.00	8,225.00	
BUILDING MATERIALS		600.00	400.00	500.00	500.00	
FIXED CHARGES	11.21	30.00	30.00	30.00	30.00	
DEBT SERVICE	1.79					
CAPITAL OUTLAY	15,195.00					
TOTALS: PROJECT	291,398.04	285,687.00	278,129.00	285,615.00	280,615.00	
TOTALS: CITY HALL PLAZA	291,398.04	285,687.00	278,129.00	285,615.00	280,615.00	

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 of streets provide for the longest life possible for existing streets. This includes both asphalt and concrete surfaces.
2. The reconstruction of existing streets is a large part of our annually scheduled work. This is done in conjunction with other underground utility work and our Mill-In-Place asphalt program.
3. Storm water ditching consumes a large portion of the 'storm water' budget and is a continual process to assure proper drainage in all areas thus extending the life of existing streets.
4. By sweeping streets, we eliminate dirt 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 with the enactment of new D.N.R. revelations.
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 and Refuse Collection and Disposal

1. The duties of Recycling Coordinator are performed through the administrative staff of the Street Division.
2. The contracts for Refuse and Recycling pickup and disposal are part of the Street Division's responsibility to oversee and maintain.
3. Contact with the Refuse/Recycling vendors involved forwarding complaints, discussing scheduling problems, public relations, and advertising.
4. Public relations with City of Marshfield residents are coordinated through the Street Division on all aspects of the Refuse/Recycling program.
5. Programs are constantly monitored and ordinances revised to assure compliance to state mandates.
6. Work with/and through public and private organizations on the educational aspects of recycling.
7. Work with D.N.R. officials to obtain proper understanding of laws.
8. Prepare documents and apply for recycling grant monies on an annual basis through the Wisconsin D.N.R.

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.

5. Work closely with the Downtown Flower and Beautification Committees on parking lots, Veterans Parkway, Central Avenue and other flower planting areas.

I. Garage and Sheds

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

J. 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.

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
• Reduced full time staff by one position	$50,500/Year
• Reduced seasonal staff	$24,900/Year
• Use recycled base coarse vs. virgin aggregate	$23,230/Year
• Purchase deicing salt through WIS DOT bid	$33,600/Year
• Hydro-mulching vs. straw mat for landscaping	$18,500/Year
• Contracted mowing of Veterans Parkway, greenways and detention basins	$29,800/Year
• Elimination of the green boughs from the Christmas Decorations	$ 1,650/Year
• Reduction in 'On Street' parking stall striping by 40%	$ 1,840/Year
• Contracted mowing of Industrial parks	$8,600/Year
• Reduced the use of overtime across all budgets	$34,000/Year
• Reduce the overall number of trucks and equipment within the M&E fund thus reducing our rental requests	$48,800/Year
• Use slagseal vs. chipseal on our asphalt streets	$13,500/Year
• Implemented energy saving measures throughout all Street Division buildings	$15,200/Year Average
• Reduced the use of City owned vehicles by supervisors	$7,800/Year
• Sold used fleet vehicles at public auction instead of trading	$12,500/Year Average
• Utilize processed compost on our landscaping activities instead of purchasing topsoil	$16,000/Year
• Increased the usable life of all fleet vehicles by increased maintenance and specifying heavier built vehicles when initially purchased, thus reducing the need to replace them as often	$210,000/Year Average
• Submit on an annual basis a Recycling Grant application to WIS D.N.R for available funds	$80,000/Year

- Continue 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. $107,060/Year

BUDGET AND PROGRAM HIGHLIGHTS:

The recommended 2007 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, greenways, forestry, and recycling. These budgets are primarily funded by tax levy, state aids and miscellaneous fees.

The combined recommended 2007 General Fund budgets of the Street Division total $5,362,913, a decrease of $82,387 or 1.5% below the 2006 budgets, totaling $5,445,300. The 2007 budgets utilize contractual services on an expanded basis for mowing, trimming and weed service for such places as Veterans' Parkway, detention basins, industrial parks, and the placement of banners. Highlights of the recommended 2007 budgets are as follows:

Street Division Administration:

The recommended 2007 budget for administration totals $113,766 an increase of $3,406 or 3.1% above the 2006 budget of $110,360. 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 2007.

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 8.2 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 2007 at an estimated cost of $90,000, which is the same amount as 2006. This extends the surface life of asphalt streets. A list of specific streets scheduled for contracted chipsealing in 2007 is in the process of being developed. A very aggressive asphalt overlay program, CIP Project EN-D-1903, is recommended in 2007, with a budget of $248,100 included for the following street sections:

Location	Length (ft.)	Width (ft.)	Cost
Anton – Fillmore to Blodgett	1,236	32	50,058
Fillmore – Anton to Anton	399	32	16,159
4th – Hume to Karau	691	42	36,731
5th – UW Driveway to Holly	2,642	32	107,001
Depot – Spruce to Oak	792	32	32,076
Arlington & Adams Intersection	150	32	6,075
TOTAL			$248,100

The $248,100 is $41,308 less than the 2006 budgeted appropriation.

A very aggressive asphalt reconstruction and mill-in-place program is also recommended in 2007, with a budget of $146,111 to include the following street sections:

Location	Length (ft.)	Width (ft.)	Cost
Madison – 28th to 29th	280	22	$6,645
27th – Maywood to Tamarack	615	22	14,531
Tamarack – 26th to 28th	610	22	14,427
Willow Court – west of Willow	170	22	4,019
Arnold – Elm to Hinman	763	22	18,035
Wood - north of North Street	306	22	6,612
Harrison – Central to West Alley*	198	22	7,548
Harrison – West Alley to Chestnut*	198	22	4,688
8th – Vine to Peach	990	28	27,102
Drake Court – north of 4th Street	570	22	13,498
Plum Ave – Becker to Franklin*	655	22	15,508
7th – Lincoln to UW Lot	1,290	22	30,503
SUBTOTAL			$163,116
*2/3 Cost Share to Wastewater Utility	Less Wastewater Cost Share		(17,005)
TOTAL			$146,111

Continuation of the contracted rubberized crackfilling program is recommended in 2007 at an estimated cost of $90,000, which is a $30,000 increase from the 2006 budget.

There is $38,000 included in this budget for contractual service for mowing Veteran's Parkway and $15,000 for contracted weed control for Veteran's Parkway.

Also included in the 2007 budget is $5,000 for operation of the Peach Avenue lift station which is the same as last year.

Snow & Ice Control:

The $238,197 decrease in this budget is primarily due to costs associated with equipment upgrades that occurred in 2006 and a decrease in equipment utilization due to a mild winter.

Highway and Street Cleaning:

The 2007 budget is $276,719, an increase of $92,019 more than the 2006 budget of $184,700. This increase is primarily due to increase street sweeping and inlet cleaning to comply with new WISDNR storm water regulations.

Traffic Control:

The recommended 2007 Traffic Control budget is $194,261 a decrease of $174,463 from the 2006 budget of $368,724. The primary reason for this decrease is that in 2006 one-time costs were incurred for the new pavement marking enhancement program ($174,377).

Street Lighting:

The 2007 budget is $200,000, an increase of $10,000 more than the 2006 budget of $190,000. This increase is primarily due to increases in electrical costs. New street light installations have not been budgeted this year. These will be budgeted in subsequent years when requests are made.

Sidewalk Maintenance and Repair with Street Reconstruction:

The recommended 2007 budget is $82,308, an increase of $9,121 more than the 2006 budget of $73,187. The increase is primarily due to costs associated with the new handicapped ramps inserts ($7,500).

New Sidewalk Outlay without Street Reconstruction:

The recommended 2007 budget is $48,000, an increase of $236 more than the 2006 budget of $47,764. This budget represents the cost of ordered sidewalk repairs and installations (CIP #EN-N-1781). An estimated revenue of $1,000 is anticipated to partially offset this cost.

Storm Sewer Maintenance:

The 2007 budget is $566,856, an increase of $41,851 or 8.0% more than the 2006 budget of $525,005. This increase is primarily due to personal service costs and operating costs to comply with the new WISDNR storm water regulations.

Recycling:

The recommended 2007 recycling budget of $329,258 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 2007, it is projected that State DNR grant funds totaling $80,000 will cover only 24% of the total recycling program budget, with the remainder financed by the city through the property tax levy.

Christmas Decorations:

There are no appropriations in 2007 for new Christmas decorations, flags, or banners.

Parades, Holidays and Signs:

The recommended 2007 budget of $18,857 is $851 less than the 2006 budget of $19,708. This decrease is primarily due to contracting out services for banner installations/removals. The budget also includes $3,135 for the replacement of 25 new flags.

Forestry:

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

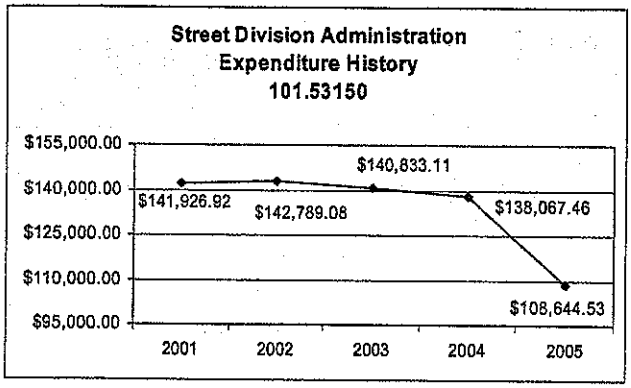
SCHEDULE OF PROGRAM EXPENDITURES:

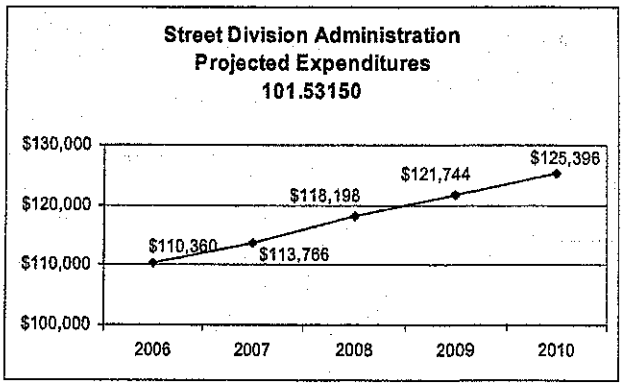
Cost Category	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Street Div. Admin.	$108,645	$110,360	$110,360	$113,766
Pits and Quarries	24,041	69,593	74,819	65,789
Hwy./Street Maint.	1,717,036	1,762,780	1,779,076	1,903,665
Snow & Ice Control	798,940	1,043,986	1,044,394	805,789
Hwy./Street Cleaning	142,782	184,700	184,784	276,719
Traffic Cont. O & M	185,317	368,724	368,954	194,261
St. Lighting	193,622	190,000	200,000	200,000
Sidewalk Maint. & Repair w/St. Recon.	49,572	73,187	73,237	82,308
New Sidewalk O/L w/o St. Recon.	29,577	47,764	0	48,000
Storm Sewer Maint.	467,582	525,005	525,312	566,856
Parking Fac.	76,069	101,512	101,909	102,530
Recycling	289,243	316,669	327,408	329,258
Refuse/Garbage Pickup/ Disposal	328,225	355,666	355,666	362,952
Christmas Decorations	21,309	26,270	26,278	22,728
Parades, Holidays & Signs	10,186	19,708	19,711	18,857
Dairyfest	13,209	17,753	16,779	19,439
Forestry	185,877	188,787	220,306	209,157
Greenways	39,304	42,836	42,882	40,839
Total	$4,680,536	$5,445,300	$5,471,875	$5,362,913

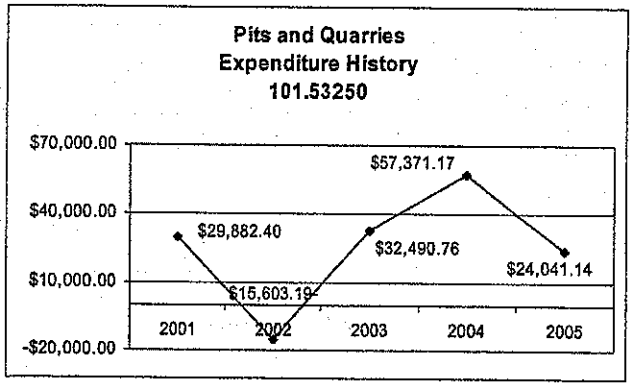
PROGRAM STAFFING (FTE):

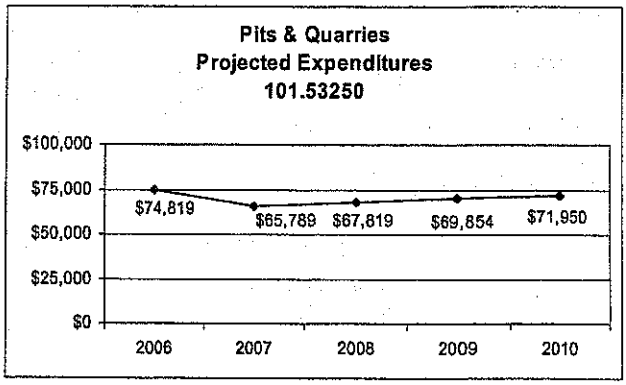
Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
Street Supt.	C/5/2	1.0	1.0
Asst. St. Supt.	C/4/3	2.0	2.0
Account Clerk I	B/2/3	1.0	1.0
Stock Clerk	AFSCME	1.0	1.0
Stock Room Helper	AFSCME	1.0	1.0
Sign Person	AFSCME	1.0	1.0
Sewer Crew-Grader	AFSCME	1.0	1.0
Sewer 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

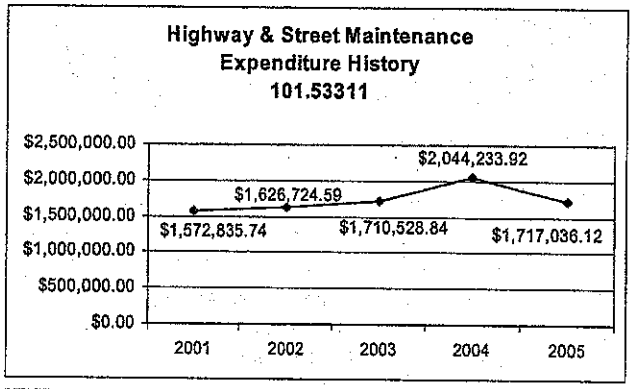
GRAPHS:

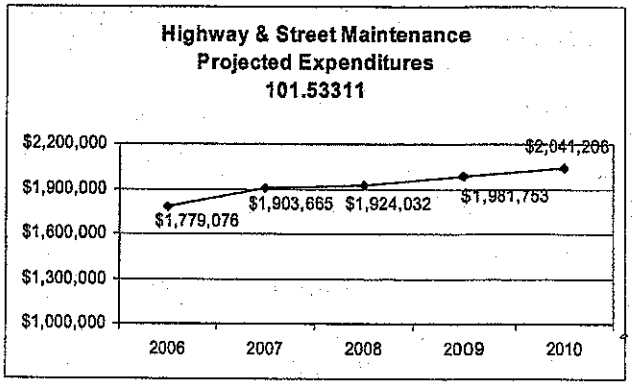

Street Division Administration
Expenditure History
101.53150
$155,000.00
$140,000.00
$125,000.00
$110,000.00
$95,000.00
$141,926.92
$142,789.08
$140,633.11
$138,067.46
$108,644.53
2001
2002
2003
2004
2005

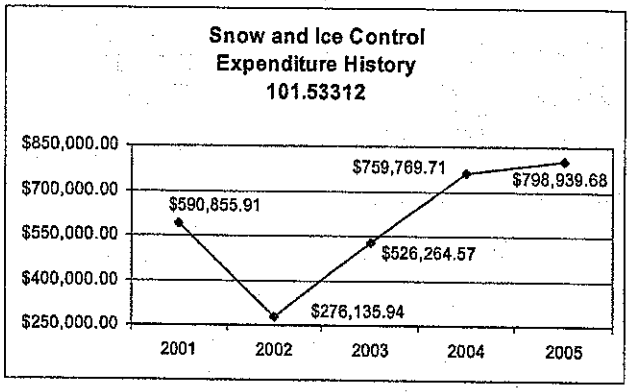

Street Division Administration
Projected Expenditures
101.53150
$130,000
$120,000
$110,000
$100,000
$110,360
$113,766
$118,198
$121,744
$125,396
2006
2007
2008
2009
2010

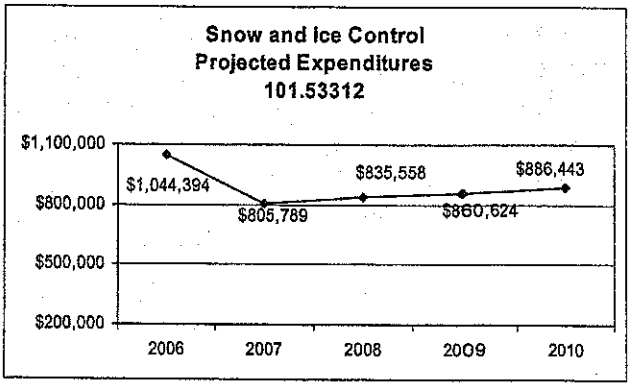

Pits and Quarries
Expenditure History
101.53250
$70,000.00
$40,000.00
$10,000.00
-$20,000.00
$29,882.40
$15,603.19
$32,490.76
$57,371.17
$24,041.14
2001
2002
2003
2004
2005

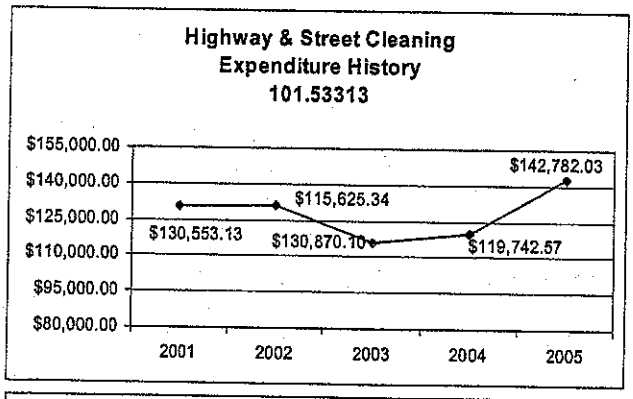

Pits & Quarries
Projected Expenditures
101.53250
$100,000
$75,000
$50,000
$25,000
$0
$74,819
$65,789
$67,819
$69,854
$71,950
2006
2007
2008
2009
2010

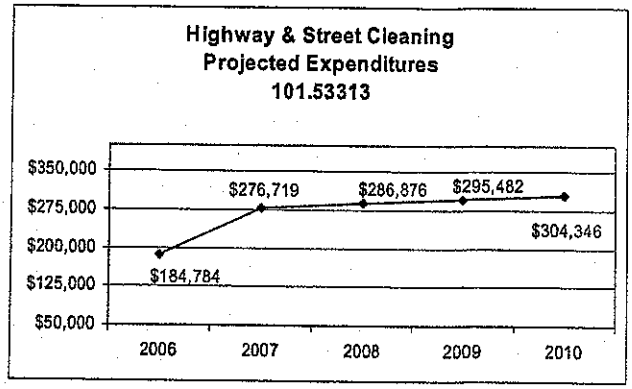

Highway & Street Maintenance
Expenditure History
101.53311
$2,500,000.00
$2,000,000.00
$1,500,000.00
$1,000,000.00
$500,000.00
$0.00
$1,572,835.74
$1,626,724.59
$1,710,528.84
$2,044,233.92
$1,717,036.12
2001
2002
2003
2004
2005

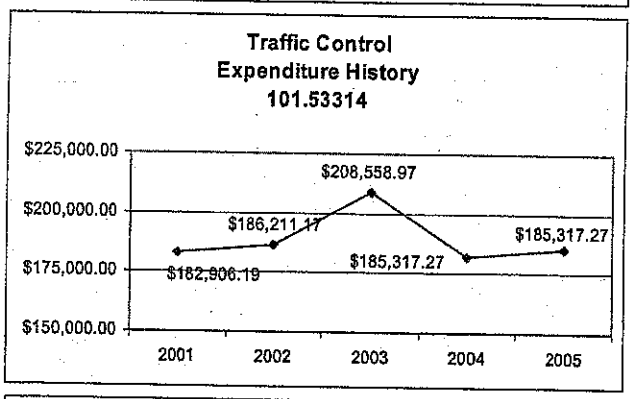

Highway & Street Maintenance
Projected Expenditures
101.53311
$2,200,000
$1,900,000
$1,600,000
$1,300,000
$1,000,000
$1,779,076
$1,903,665
$1,924,032
$1,981,753
$2,041,206
2006
2007
2008
2009
2010

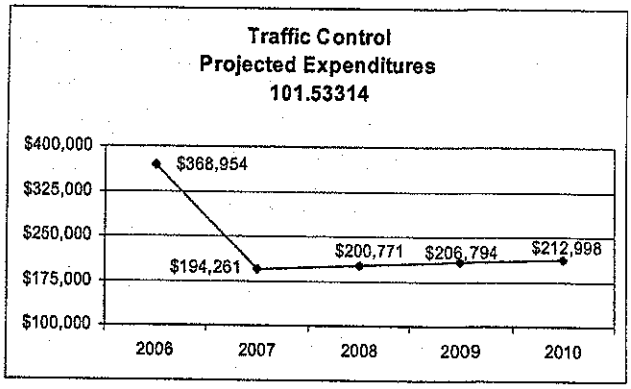

Snow and Ice Control
Expenditure History
101.53312
$850,000.00
$700,000.00
$550,000.00
$400,000.00
$250,000.00
$590,855.91
$276,135.94
$526,264.57
$759,769.71
$798,939.68
2001
2002
2003
2004
2005

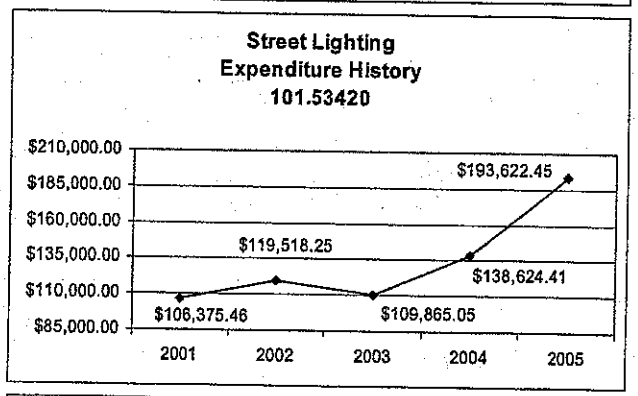

Snow and Ice Control
Projected Expenditures
101.53312
$1,100,000
$800,000
$500,000
$200,000
$1,044,394
$805,789
$835,558
$860,624
$886,443
2006
2007
2008
2009
2010

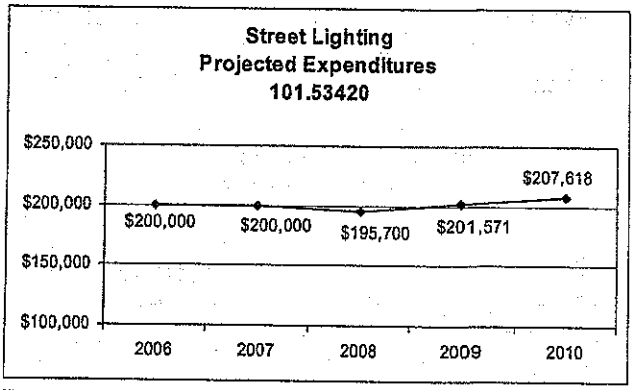

Highway & Street Cleaning
Expenditure History
101.53313
$155,000.00
$140,000.00
$125,000.00
$110,000.00
$95,000.00
$80,000.00
$130,553.13
$115,625.34
$130,870.10
$119,742.57
$142,782.03
2001
2002
2003
2004
2005

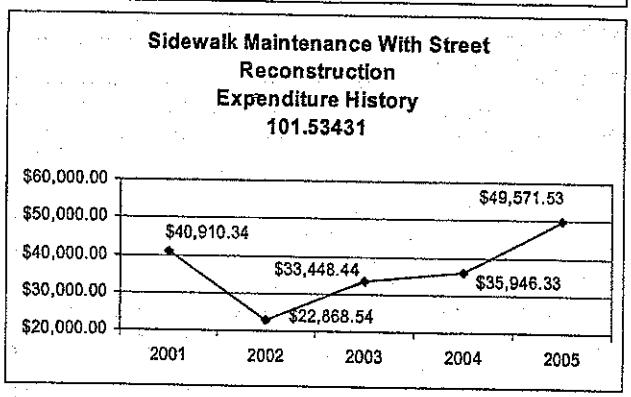

Highway & Street Cleaning
Projected Expenditures
101.53313
$350,000
$275,000
$200,000
$125,000
$50,000
$184,784
$276,719
$286,876
$295,482
$304,346
2006
2007
2008
2009
2010

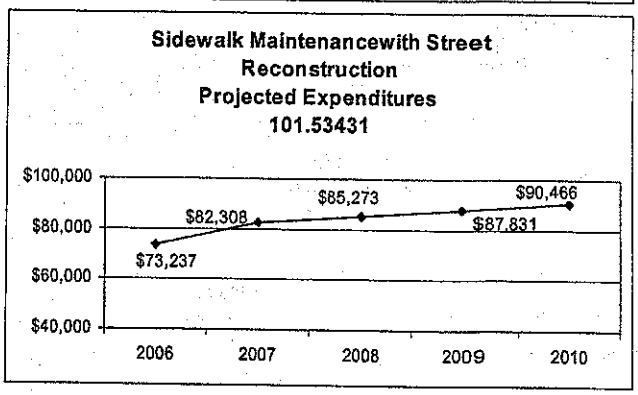

Traffic Control
Expenditure History
101.53314
$225,000.00
$200,000.00
$175,000.00
$150,000.00
$182,906.19
$186,211.17
$208,558.97
$185,317.27
$185,317.27
2001
2002
2003
2004
2005

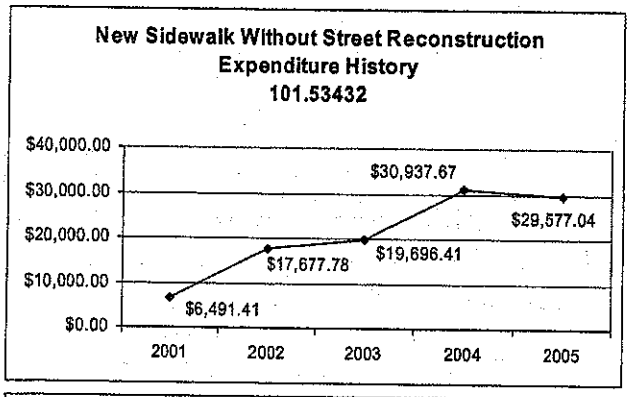

Traffic Control
Projected Expenditures
101.53314
$400,000
$325,000
$250,000
$175,000
$100,000
$368,954
$194,261
$200,771
$206,794
$212,998
2006
2007
2008
2009
2010

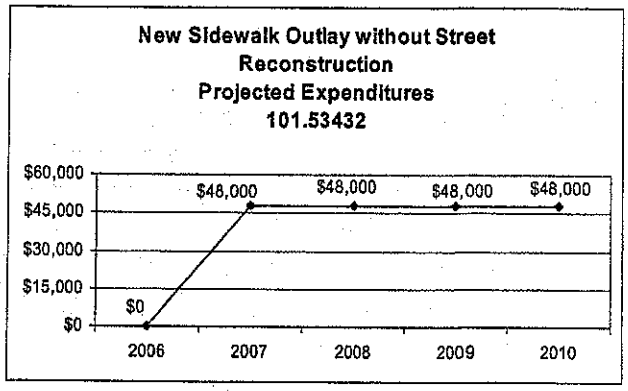

Street Lighting
Expenditure History
101.53420
$210,000.00
$185,000.00
$160,000.00
$135,000.00
$110,000.00
$85,000.00
$106,375.46
$119,518.25
$109,865.05
$138,624.41
$193,622.45
2001
2002
2003
2004
2005

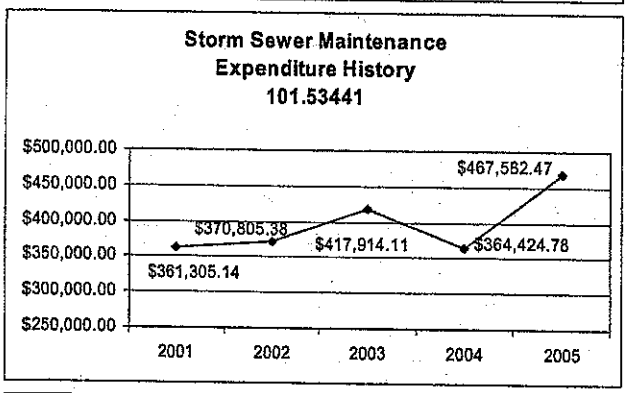

Street Lighting
Projected Expenditures
101.53420
$250,000
$200,000
$150,000
$100,000
$200,000
$200,000
$195,700
$201,571
$207,618
2006
2007
2008
2009
2010

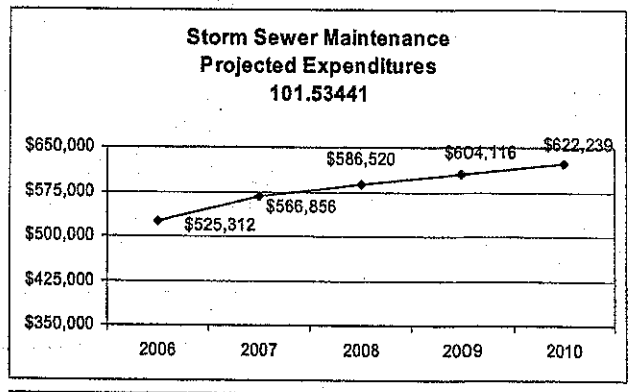

Sidewalk Maintenance With Street
Reconstruction
Expenditure History
101.53431
$60,000.00
$50,000.00
$40,000.00
$30,000.00
$20,000.00
$40,910.34
$22,868.54
$33,448.44
$35,946.33
$49,571.53
2001
2002
2003
2004
2005

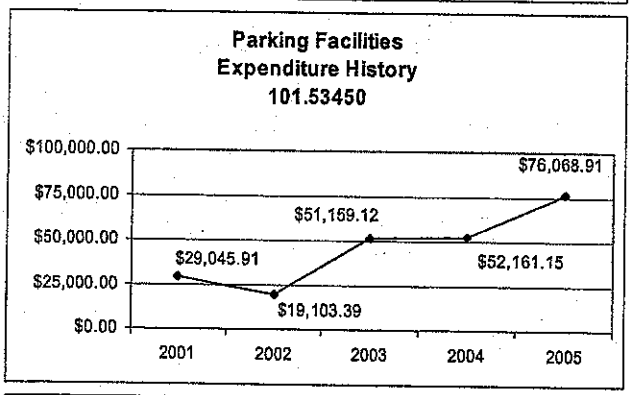

Sidewalk Maintenancewith Street
Reconstruction
Projected Expenditures
101.53431
$100,000
$80,000
$60,000
$40,000
$73,237
$82,308
$85,273
$87,831
$90,466
2006
2007
2008
2009
2010

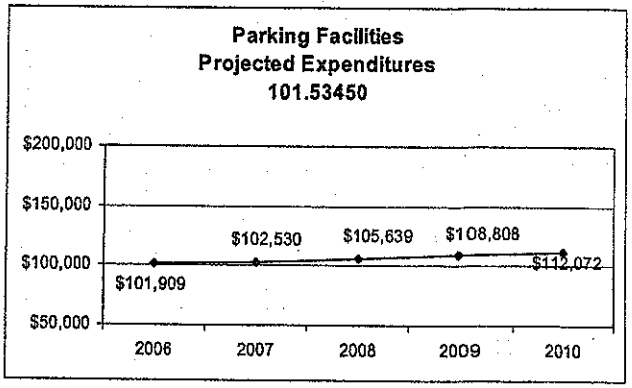

New Sidewalk Without Street Reconstruction
Expenditure History
101.53432
$40,000.00
$30,000.00
$20,000.00
$10,000.00
$0.00
$6,491.41
$17,677.78
$19,696.41
$30,937.67
$29,577.04
2001
2002
2003
2004
2005

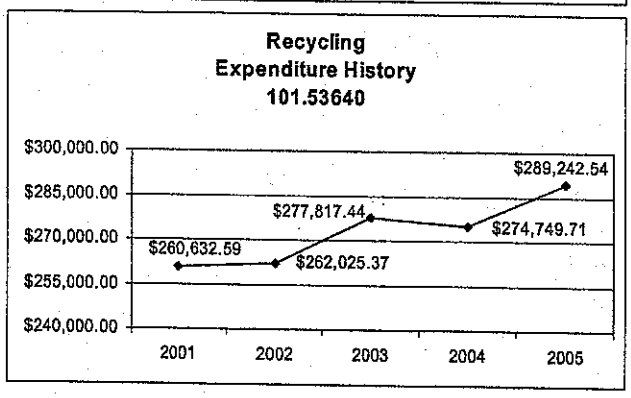

New Sidewalk Outlay without Street
Reconstruction
Projected Expenditures
101.53432
$60,000
$45,000
$30,000
$15,000
$0
$0
$48,000
$48,000
$48,000
$48,000
2006
2007
2008
2009
2010

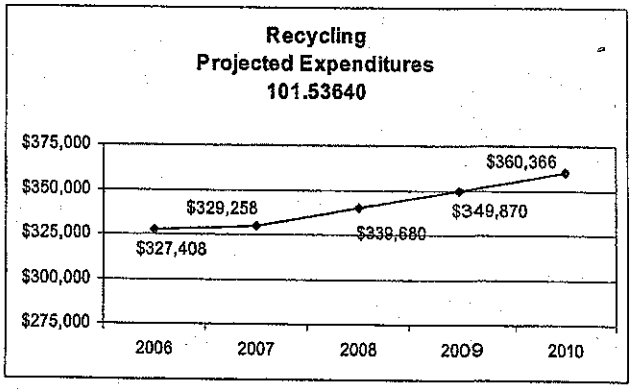

Storm Sewer Maintenance
Expenditure History
101.53441
$500,000.00
$450,000.00
$400,000.00
$350,000.00
$300,000.00
$250,000.00
$361,305.14
$370,805.38
$417,914.11
$364,424.78
$467,582.47
2001
2002
2003
2004
2005

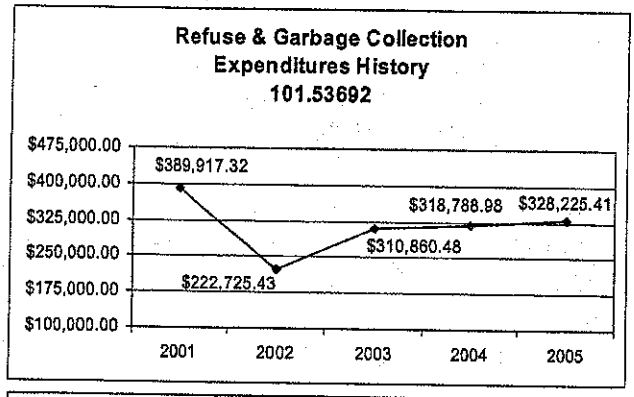

Storm Sewer Maintenance
Projected Expenditures
101.53441
$650,000
$575,000
$500,000
$425,000
$350,000
$525,312
$566,856
$586,520
$604,116
$622,239
2006
2007
2008
2009
2010

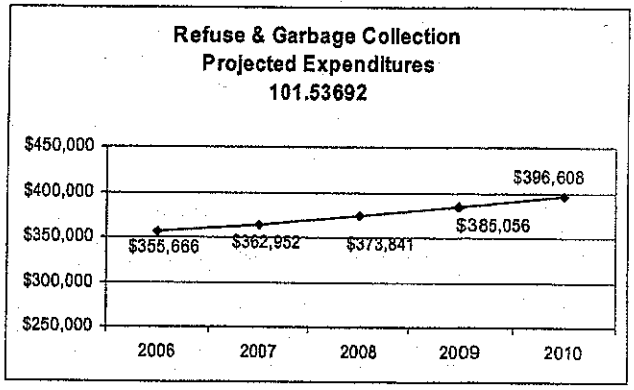

Parking Facilities
Expenditure History
101.53450
$100,000.00
$75,000.00
$50,000.00
$25,000.00
$0.00
$29,045.91
$19,103.39
$51,159.12
$52,161.15
$76,068.91
2001
2002
2003
2004
2005

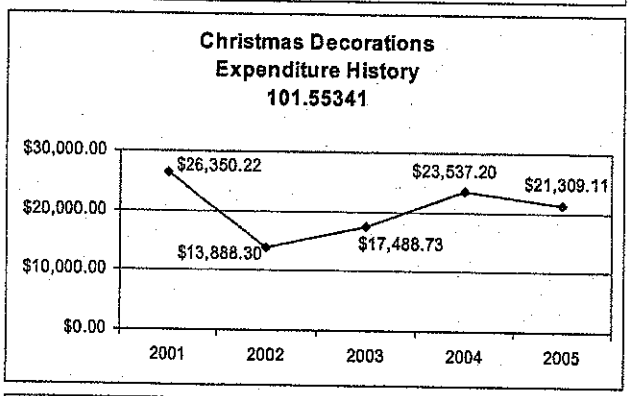

Parking Facilities
Projected Expenditures
101.53450
$200,000
$150,000
$100,000
$50,000
$101,909
$102,530
$105,639
$108,808
$112,072
2006
2007
2008
2009
2010

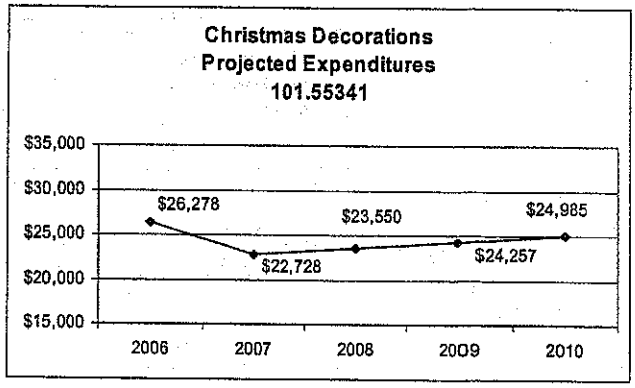

Recycling
Expenditure History
101.53640
$300,000.00
$285,000.00
$270,000.00
$255,000.00
$240,000.00
$260,632.59
$262,025.37
$277,817.44
$274,749.71
$289,242.54
2001
2002
2003
2004
2005

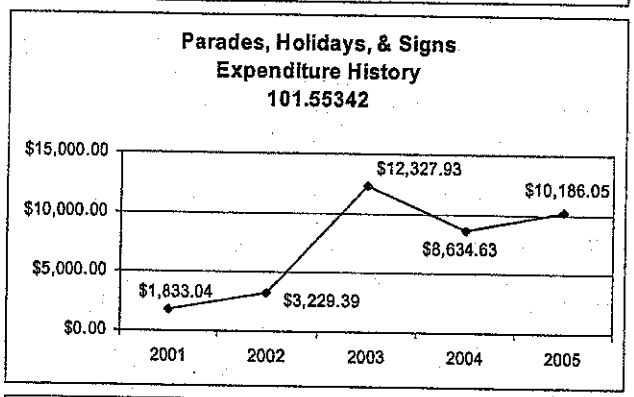

Recycling
Projected Expenditures
101.53640
$375,000
$350,000
$325,000
$300,000
$275,000
$327,408
$329,258
$339,680
$349,870
$360,366
2006
2007
2008
2009
2010

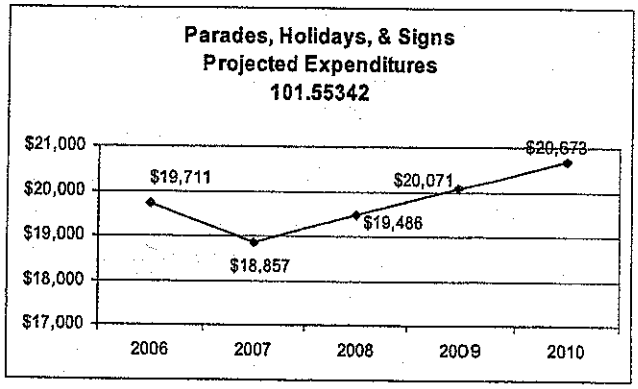

Refuse & Garbage Collection
Expenditures History
101.53692
$475,000.00
$400,000.00
$325,000.00
$250,000.00
$175,000.00
$100,000.00
$389,917.32
$222,725.43
$310,860.48
$318,788.98
$328,225.41
2001
2002
2003
2004
2005

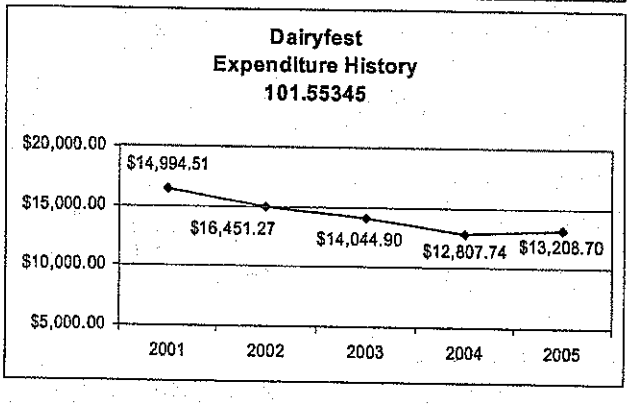

Refuse & Garbage Collection
Projected Expenditures
101.53692
$450,000
$400,000
$350,000
$300,000
$250,000
$355,666
$362,952
$373,841
$385,056
$396,608
2006
2007
2008
2009
2010

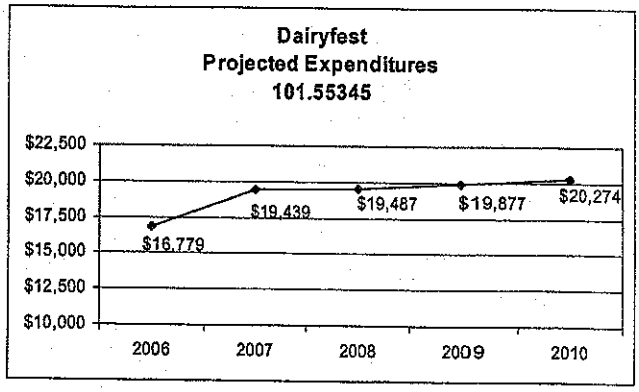

Christmas Decorations
Expenditure History
101.55341
$30,000.00
$20,000.00
$10,000.00
$0.00
$26,350.22
$13,888.30
$17,488.73
$23,537.20
$21,309.11
2001
2002
2003
2004
2005


Christmas Decorations
Projected Expenditures
101.55341
$35,000
$30,000
$25,000
$20,000
$15,000
$26,278
$22,728
$23,550
$24,257
$24,985
2006
2007
2008
2009
2010


Parades, Holidays, & Signs
Expenditure History
101.55342
$15,000.00
$10,000.00
$5,000.00
$0.00
$1,833.04
$3,229.39
$12,327.93
$8,634.63
$10,186.05
2001
2002
2003
2004
2005


Parades, Holidays, & Signs
Projected Expenditures
101.55342
$21,000
$20,000
$19,000
$18,000
$17,000
$19,711
$18,857
$19,486
$20,071
$20,673
2006
2007
2008
2009
2010


Dairyfest
Expenditure History
101.55345
$20,000.00
$15,000.00
$10,000.00
$5,000.00
$14,994.51
$16,451.27
$14,044.90
$12,807.74
$13,208.70
2001
2002
2003
2004
2005


Dairyfest
Projected Expenditures
101.55345
$22,500
$20,000
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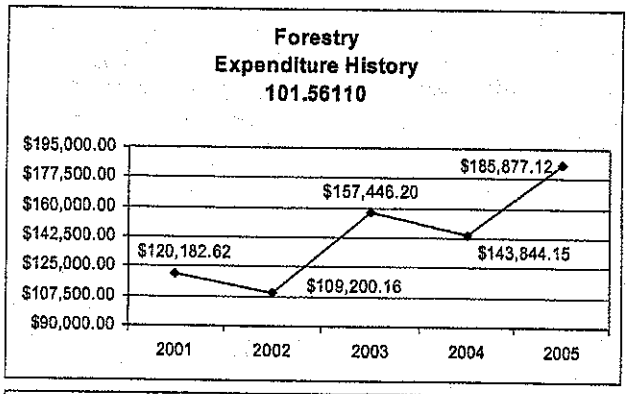
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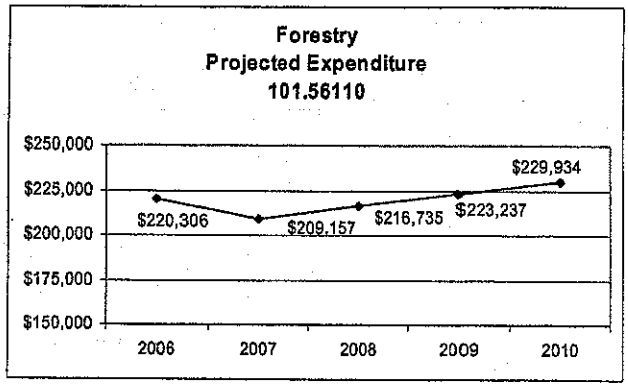
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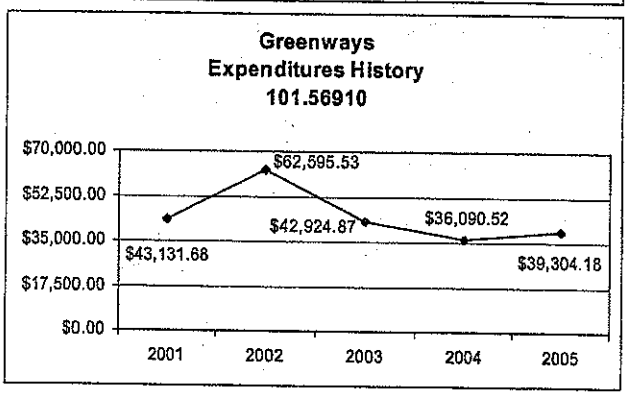
2009
2010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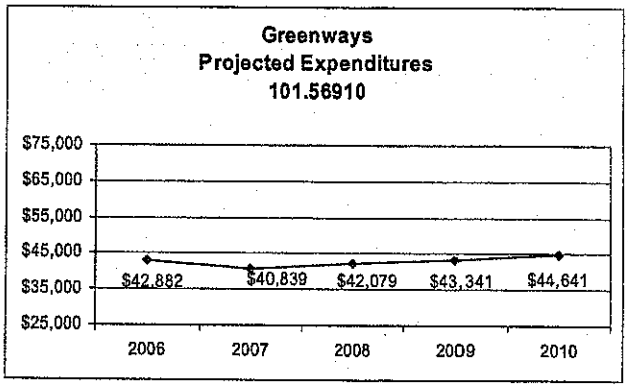
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$43,341
$44,641
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STREET DIVISION ADMINSTRTN						
PROJECT						
PERSONAL SERVICES	90,309.43	86,909.00	86,909.00	92,210.00	92,210.00	
CONTRACTUAL SERVICES	1,203.35	974.00	974.00	1,002.00	1,002.00	
SUPPLIES AND EXPENSES	17,131.75	22,477.00	22,477.00	20,554.00	20,554.00	
TOTALS: PROJECT	108,644.53	110,360.00	110,360.00	113,766.00	113,766.00	
TOTALS: STREET DIVISION ADMINSTR	108,644.53	110,360.00	110,360.00	113,766.00	113,766.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PITS AND QUARRIES						
PROJECT						
PERSONAL SERVICES	30,739.45	5,842.00	5,845.00	7,563.00	7,563.00	
CONTRACTUAL SERVICES	47,038.50	43,000.00	48,223.00	43,000.00	43,000.00	
SUPPLIES AND EXPENSES	22,587.30	9,551.00	9,551.00	9,551.00	9,551.00	
BUILDING MATERIALS	(76,324.11)	11,200.00	11,200.00	5,675.00	5,675.00	
TOTALS: PROJECT	24,041.14	69,593.00	74,819.00	65,789.00	65,789.00	
TOTALS: PITS AND QUARRIES	24,041.14	69,593.00	74,819.00	65,789.00	65,789.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
HIGHWAY & STREET MAINTENANCE						
PROJECT						
PERSONAL SERVICES	469,684.10	469,893.00	485,339.00	586,367.00	586,367.00	
CONTRACTUAL SERVICES	544,065.90	552,318.00	551,796.00	791,362.00	791,362.00	
SUPPLIES AND EXPENSES	395,999.97	409,266.00	410,635.00	411,780.00	411,780.00	
BUILDING MATERIALS	295,849.93	313,528.00	313,528.00	96,381.00	96,381.00	
FIXED CHARGES	11,389.10	17,775.00	17,778.00	17,775.00	17,775.00	
DEBT SERVICE	47.12					
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	1,717,036.12	1,762,780.00	1,779,076.00	1,903,665.00	1,903,665.00	
TOTALS: HIGHWAY & STREET MAINTEN	1,717,036.12	1,762,780.00	1,779,076.00	1,903,665.00	1,903,665.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
SNOW AND ICE CONTROL						
PROJECT						
PERSONAL SERVICES	318,977.55	349,878.00	350,286.00	299,973.00	299,973.00	
CONTRACTUAL SERVICES	1,428.00	2,320.00	2,320.00	2,770.00	270.00	
SUPPLIES AND EXPENSES	351,503.41	545,243.00	545,243.00	379,525.00	379,525.00	
BUILDING MATERIALS	127,030.72	146,545.00	146,545.00	126,021.00	126,021.00	
TOTALS: PROJECT	798,939.68	1,043,986.00	1,044,394.00	808,289.00	805,789.00	
TOTALS: SNOW AND ICE CONTROL	798,939.68	1,043,986.00	1,044,394.00	808,289.00	805,789.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
HIGHWAY & STREET CLEANING						
PROJECT						
PERSONAL SERVICES	87,889.03	90,538.00	90,622.00	135,199.00	135,199.00	
CONTRACTUAL SERVICES		24,100.00	24,100.00	26,520.00	26,520.00	
SUPPLIES AND EXPENSES	54,893.00	70,062.00	70,062.00	115,000.00	115,000.00	
TOTALS: PROJECT	142,782.03	184,700.00	184,784.00	276,719.00	276,719.00	
TOTALS: HIGHWAY & STREET CLEANIN	142,782.03	184,700.00	184,784.00	276,719.00	276,719.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TRAFFIC CONTROL						
PROJECT						
PERSONAL SERVICES	104,226.53	88,391.00	88,490.00	90,532.00	90,532.00	
CONTRACTUAL SERVICES	25,720.95	212,158.00	212,189.00	27,353.00	27,353.00	
SUPPLIES AND EXPENSES	55,369.79	68,175.00	68,275.00	76,376.00	76,376.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	185,317.27	368,724.00	368,954.00	194,261.00	194,261.00	
TOTALS: TRAFFIC CONTROL	185,317.27	368,724.00	368,954.00	194,261.00	194,261.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STREET LIGHTING						
PROJECT						
CONTRACTUAL SERVICES	193,622.45	190,000.00	200,000.00	200,000.00	200,000.00	
TOTALS: PROJECT	193,622.45	190,000.00	200,000.00	200,000.00	200,000.00	
TOTALS: STREET LIGHTING	193,622.45	190,000.00	200,000.00	200,000.00	200,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
SIDEWALK MNT & REP W/ST RECO						
PROJECT						
PERSONAL SERVICES	23,413.67	34,448.00	34,492.00	35,019.00	35,019.00	
SUPPLIES AND EXPENSES	16,034.40	20,829.00	20,835.00	28,329.00	28,329.00	
BUILDING MATERIALS	10,123.46	17,910.00	17,910.00	18,960.00	18,960.00	
TOTALS: PROJECT	49,571.53	73,187.00	73,237.00	82,308.00	82,308.00	
TOTALS: SIDEWALK MNT & REP W/ST	49,571.53	73,187.00	73,237.00	82,308.00	82,308.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
NEW SIDEWALK O/L W/O ST RECO						
PROJECT						
PERSONAL SERVICES	6,296.27	12,764.00		9,641.00	9,641.00	
CONTRACTUAL SERVICES	22,686.14	35,000.00		37,839.00	37,839.00	
SUPPLIES AND EXPENSES	594.63			520.00	520.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	29,577.04	47,764.00		48,000.00	48,000.00	
TOTALS: NEW SIDEWALK O/L W/O ST	29,577.04	47,764.00		48,000.00	48,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STORM SEWER MAINTENANCE						
PROJECT						
PERSONAL SERVICES	211,438.17	244,657.00	244,964.00	258,460.00	258,460.00	
CONTRACTUAL SERVICES	26,797.75	38,602.00	38,602.00	39,239.00	39,239.00	
SUPPLIES AND EXPENSES	166,217.23	175,921.00	175,921.00	183,296.00	183,296.00	
BUILDING MATERIALS	47,094.38	56,388.00	56,388.00	73,888.00	73,888.00	
FIXED CHARGES	16,034.94	9,437.00	9,437.00	11,973.00	11,973.00	
TOTALS: PROJECT	467,582.47	525,005.00	525,312.00	566,856.00	566,856.00	
TOTALS: STORM SEWER MAINTENANCE	467,582.47	525,005.00	525,312.00	566,856.00	566,856.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARKING FACILITIES						
PROJECT						
PERSONAL SERVICES	812.30	2,417.00	2,814.00	4,738.00	4,738.00	
CONTRACTUAL SERVICES	72,237.97	92,494.00	92,494.00	92,319.00	92,319.00	
SUPPLIES AND EXPENSES	2,928.64	6,351.00	6,351.00	4,373.00	4,373.00	
BUILDING MATERIALS	90.00	250.00	250.00	1,100.00	1,100.00	
TOTALS: PROJECT	76,068.91	101,512.00	101,909.00	102,530.00	102,530.00	
TOTALS: PARKING FACILITIES	76,068.91	101,512.00	101,909.00	102,530.00	102,530.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
RECYCLING						
PROJECT						
PERSONAL SERVICES	54,538.41	50,221.00	50,415.00	54,764.00	54,764.00	
CONTRACTUAL SERVICES	216,880.20	239,561.00	239,576.00	244,344.00	244,344.00	
SUPPLIES AND EXPENSES	17,823.93	24,387.00	34,917.00	27,650.00	27,650.00	
GRANTS CONTRIB INDEMNITIES		2,500.00	2,500.00	2,500.00	2,500.00	
TOTALS: PROJECT	289,242.54	316,669.00	327,408.00	329,258.00	329,258.00	
TOTALS: RECYCLING	289,242.54	316,669.00	327,408.00	329,258.00	329,258.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
REFUSE & GARBAGE COLLECTION						
PROJECT						
CONTRACTUAL SERVICES	328,225.41	355,666.00	355,666.00	362,952.00	362,952.00	
TOTALS: PROJECT	328,225.41	355,666.00	355,666.00	362,952.00	362,952.00	
TOTALS: REFUSE & GARBAGE COLLECT	328,225.41	355,666.00	355,666.00	362,952.00	362,952.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CHRISTMAS DECORATIONS						
PROJECT						
PERSONAL SERVICES	8,168.29	13,873.00	13,881.00	12,202.00	12,202.00	
SUPPLIES AND EXPENSES	13,140.82	12,397.00	12,397.00	10,526.00	10,526.00	
TOTALS: PROJECT	21,309.11	26,270.00	26,278.00	22,728.00	22,728.00	
TOTALS: CHRISTMAS DECORATIONS	21,309.11	26,270.00	26,278.00	22,728.00	22,728.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARADES, HOLIDAYS, AND SIGNS						
PROJECT						
PERSONAL SERVICES	4,156.78	12,883.00	12,886.00	5,550.00	5,550.00	
CONTRACTUAL SERVICES	899.27	288.00	288.00	6,332.00	6,332.00	
SUPPLIES AND EXPENSES	5,130.00	6,537.00	6,537.00	6,975.00	6,975.00	
TOTALS: PROJECT	10,186.05	19,708.00	19,711.00	18,857.00	18,857.00	
TOTALS: PARADES, HOLIDAYS, AND S	10,186.05	19,708.00	19,711.00	18,857.00	18,857.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DAIRYFEST						
PROJECT						
PERSONAL SERVICES	10,819.88	13,367.00	12,249.00	14,278.00	14,278.00	
SUPPLIES AND EXPENSES	2,388.82	4,386.00	4,530.00	5,161.00	5,161.00	
TOTALS: PROJECT	13,208.70	17,753.00	16,779.00	19,439.00	19,439.00	
TOTALS: DAIRYFEST	13,208.70	17,753.00	16,779.00	19,439.00	19,439.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FORESTRY						
PROJECT						
PERSONAL SERVICES	100,669.20	109,757.00	110,094.00	113,432.00	113,432.00	
CONTRACTUAL SERVICES	480.00		9,855.00			
SUPPLIES AND EXPENSES	84,475.92	69,030.00	90,357.00	85,225.00	85,225.00	
BUILDING MATERIALS	252.00			500.00	500.00	
CAPITAL OUTLAY		10,000.00	10,000.00	10,000.00	10,000.00	
TOTALS: PROJECT	185,877.12	188,787.00	220,306.00	209,157.00	209,157.00	
TOTALS: FORESTRY	185,877.12	188,787.00	220,306.00	209,157.00	209,157.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
GREENWAYS						
PROJECT						
PERSONAL SERVICES	12,843.60	12,373.00	12,382.00	2,744.00	2,744.00	
CONTRACTUAL SERVICES		3,145.00	3,182.00	27,145.00	27,145.00	
SUPPLIES AND EXPENSES	26,460.58	27,318.00	27,318.00	9,450.00	9,450.00	
BUILDING MATERIALS				1,500.00	1,500.00	
TOTALS: PROJECT	39,304.18	42,836.00	42,882.00	40,839.00	40,839.00	
TOTALS: GREENWAYS	39,304.18	42,836.00	42,882.00	40,839.00	40,839.00	

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 and that 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
   3. Work closely with engineering firm and contractors to achieve a well constructed, beautiful General Aviation Terminal

C. Governmental
   1. Work closely with governmental units and personnel to obtain maximum help and working efficiency from federal, state, county, and local agencies

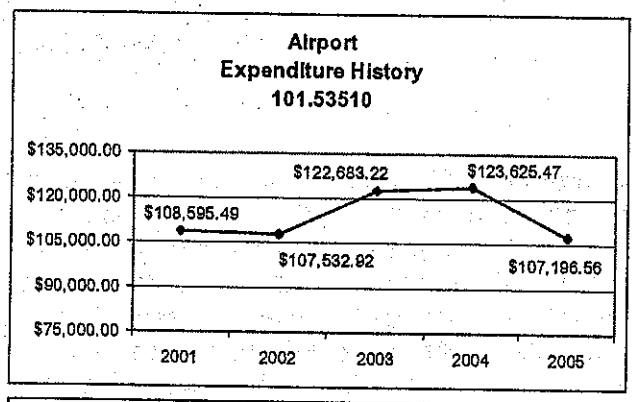
PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2007 budgets for the Airport total $137,308, an increase of $2,788 or 2.1% over the 2006 combined budgets of $134,520. All of this increase comes from contractual services ($4,774). Reductions in other expense categories offset this increase somewhat. Estimated revenue to support airport operations is $32,052 in 2007. 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 2005	Budget 2006	Estimated 2006	Recommended 2007
Airport Operations	$107,197	$120,414	$119,509	$123,088
Terminal Building	21,911	14,106	13,850	14,220
Total	$129,108	$134,520	$133,359	$137,308

GRAPHS: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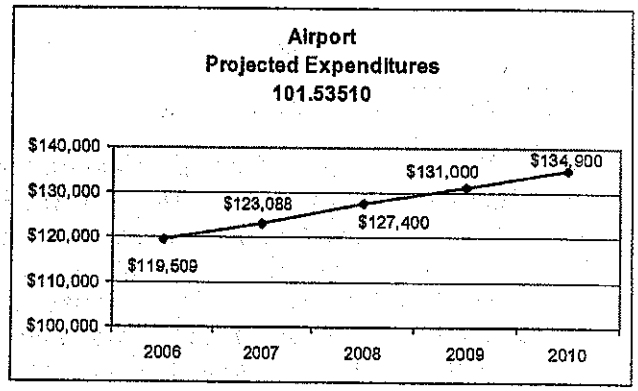
Airport
Projected Expenditures
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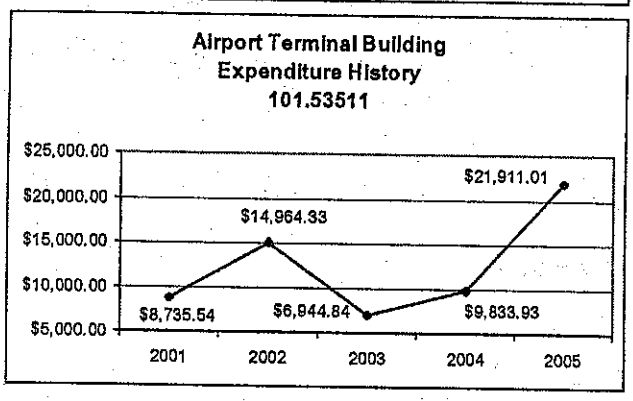
2007
2008
2009
2010


Airport Terminal Building
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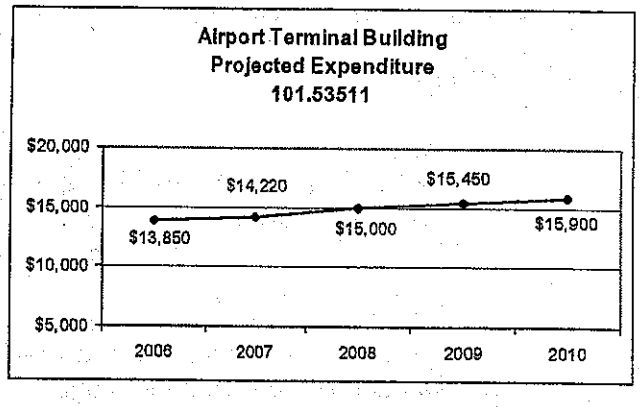
$14,964.33
$6,944.84
$9,833.93
$21,911.01
2001
2002
2003
2004
2005


Airport Terminal Building
Projected Expenditure
101.53511
$20,000
$15,000
$10,000
$5,000
$13,850
$14,220
$15,000
$15,450
$15,900
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
AIRPORT						
PROJECT						
CONTRACTUAL SERVICES	94,377.36	102,503.00	103,008.00	106,688.00	106,913.00	
SUPPLIES AND EXPENSES	2,820.37	6,068.00	6,200.00	5,918.00	5,918.00	
FIXED CHARGES	9,998.83	11,843.00	10,301.00	10,257.00	10,257.00	
TOTALS: PROJECT	107,196.56	120,414.00	119,509.00	122,863.00	123,088.00	
TOTALS: AIRPORT	107,196.56	120,414.00	119,509.00	122,863.00	123,088.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
AIRPORT TERMINAL BUILDING						
PROJECT						
CONTRACTUAL SERVICES	21,676.88	12,106.00	12,100.00	12,470.00	12,470.00	
SUPPLIES AND EXPENSES	234.13	2,000.00	1,750.00	1,750.00	1,750.00	
TOTALS: PROJECT	21,911.01	14,106.00	13,850.00	14,220.00	14,220.00	
TOTALS: AIRPORT TERMINAL BUILDIN	21,911.01	14,106.00	13,850.00	14,220.00	14,220.00	

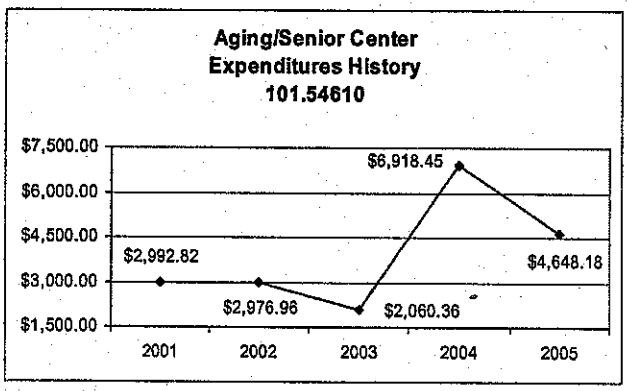
AGING/SENIOR CENTER
101-54610

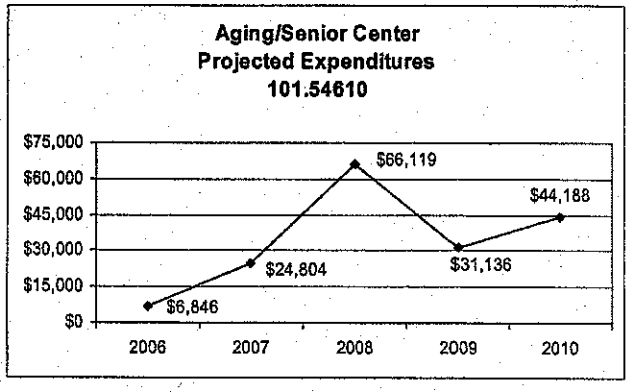
BUDGET SUMMARY:

The recommended 2007 budget for the Aging cost center is $24,804, which is an increase of $17,958 above the 2006 budget of $6,846. The majority of the increase in this budget is due to the transfer of all expenditures for the Civic Center Plaza building from the Building Services Facilities section to the Aging/Senior Center section ($18,155). This transfer was done to better reflect actual levels of responsibility and functionality. This budget is partially offset by revenue ($1,351) generated from fitness classes, golf lessons, vending and facility rental. The balance of the budget is funded by tax levy.

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

GRAPHS:





ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
AGING/SENIOR CENTER						
PROJECT						
PERSONAL SERVICES	4,565.36	5,531.00	5,551.00	5,834.00	5,834.00	
CONTRACTUAL SERVICES	47.78	240.00	220.00	240.00	17,545.00	
SUPPLIES AND EXPENSES	35.04	1,075.00	1,075.00	575.00	1,425.00	
TOTALS: PROJECT	4,648.18	6,846.00	6,846.00	6,649.00	24,804.00	
TOTALS: AGING/SENIOR CENTER	4,648.18	6,846.00	6,846.00	6,649.00	24,804.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CIVIC CENTER PLAZA BUILDING						
PROJECT						
CONTRACTUAL SERVICES	13,407.31	15,805.00	16,393.00	21,005.00		
SUPPLIES AND EXPENSES	959.85	850.00	750.00	850.00		
CAPITAL OUTLAY	16,384.89					
TOTALS: PROJECT	30,752.05	16,655.00	17,143.00	21,855.00		
TOTALS: CIVIC CENTER PLAZA BUILD	30,752.05	16,655.00	17,143.00	21,855.00		

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

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2007 budget for Hillside Cemetery totals $151,001, an increase of $5,812 or 4.0% from the adopted 2006 budget of $145,189. The majority of this increase is due to operation/maintenance costs, including increases in fuel costs and capital outlay. Included in this budget is $10,900 for a Kubota RTV900. Additionally, $103,847 in revenue from cemetery operations and interest income is anticipated to finance activities of this operating budget.

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.
- 2006 - With upgrading our lawn mowing equipment and again adjusting our procedures, the cemetery eliminated the need for one more seasonal person. Since the 2000 budget the cemetery has eliminated three seasonal positions, at a cost saving of $5309.00 per person.

SCHEDULE OF DEPARTMENT EXPENDITURES:

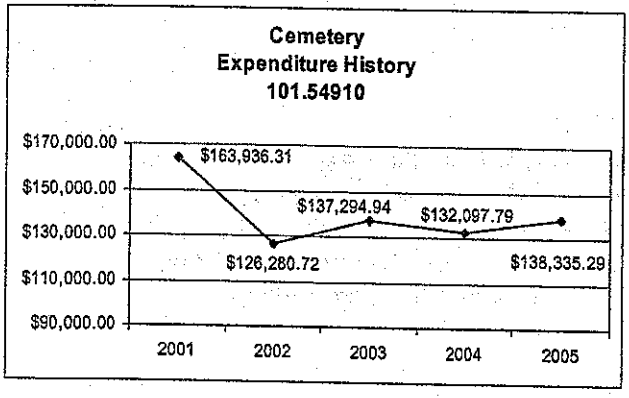
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$138,335	$145,189	$140,723	$151,001

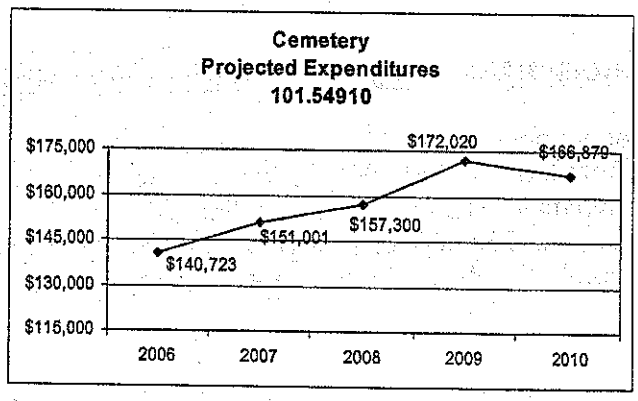
DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CEMETERY						
PROJECT						
PERSONAL SERVICES	118,672.07	125,890.00	121,830.00	123,537.00	123,537.00	
CONTRACTUAL SERVICES	7,374.78	11,667.00	11,395.00	8,774.00	7,038.00	
SUPPLIES AND EXPENSES	5,289.24	6,296.00	6,162.00	7,208.00	8,161.00	
BUILDING MATERIALS	242.00	717.00	717.00	717.00	717.00	
FIXED CHARGES	42.20	619.00	619.00	648.00	648.00	
CAPITAL OUTLAY	6,715.00			10,900.00	10,900.00	
TOTALS: PROJECT	138,335.29	145,189.00	140,723.00	151,784.00	151,001.00	
TOTALS: CEMETERY	138,335.29	145,189.00	140,723.00	151,784.00	151,001.00	

PUBLIC LIBRARY
101-55110

MISSION STATEMENT:

Marshfield Public Library provides citizens in the Marshfield area with a comprehensive collection of books and other media that record human knowledge, ideas and culture. The library's main objectives are to organize materials in an easily accessible manner, to provide qualified staff to offer guidance and encouragement in use of materials and to make the library a 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 and again on June 14, 2005, when minor revisions were made.

A POPULAR MATERIALS CENTER 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. *(587 people cross the library threshold each day. In 2005, they checked out 407,278 items. This is an average of 117 items each hour the library was open.)*

A REFERENCE CENTER 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, electronic and telephone reference/information services to aid users in locating needed information. *(In 2005, questions were answered for 37,561 people. Standing in a line starting at our Reference Center and heading south on State Highway 13, requestors would reach 3.3 miles beyond Charlie's Pinecrest for a total of 14.23 miles.)*

AN INDEPENDENT LEARNING CENTER 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 sustained program of learning independent of any education provider. *(In 2005 library workstations were used 124 timed each day for a total of 42,324 times and 4,850 microfilm reels were viewed.)*

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

A PRESCHOOL CHILD'S DOOR TO LEARNING provides materials, child and parent services, and programs to enhance an interest in books and learning. *(6,610 children attended 207 library programs in 2005. Those children would form a "constantly moving line" 2.54 miles long – from the library to Greise Park.)*

A FORMAL EDUCATION SUPPORT CENTER works closely with educational institutions in the Marshfield area to share resources and assist students with their library needs. *(Librarians provided exam proctoring for 50 individuals in 2005.)*

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:** Circulation involves all processes and procedures related to the use of materials outside of the library by City and Town of McMillan residents, area residents covered under South Central Library System and Wood County contracts, and subscriptions for residents/households in Marathon and Clark counties. Circulation 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. *(In 2005, total circulation was 407,278.)*

   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. *(39 deposits were shared in 2004.)*

   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. *(In 2005 5,162 overdue or billing notices were sent to cover 11,466 items.)*

   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. *(At year end, there were 160,701 items owned.)*

   b. Acquisitions: This is the process of acquiring materials intended for public use. Involves organized methods of ordering and receiving materials. *(17,960 items were added in 2005.)*

   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, bar-coding, 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 that are no longer useful according to the criteria set forth in the Material Selection Policy and Weeding/Inventory Plan. *(18,353 items were withdrawn in 2005.)*

f. Inventory: Involves the maintenance of a database file (collection inventory based on location) of all collection materials owned by the 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, the location of information for library users and assisting them in the use of the library's informational resources. *(37,561 questions were answered in 2005.)*

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. *(3,930 items were borrowed from other libraries and 569 items were lent to other libraries.)*

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 collection, Internet, microfilm reader/printers, etc.

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

e. Programming includes activities 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. *(6,610 children attended 207 children's programs in 2005.)*

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 educational or informational interest to the public, both adults and children.

h. Creation of Catalogs, Databases, Indexes, and Finding Tools: Includes the creation of information that helps users to make the best use of library owned resources. Includes in-house databases and reading lists as well as Internet access 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. It is also responsible for supporting library services to the citizens of Marshfield and the Town of McMillan as well as surrounding areas that we contract to serve. Administration 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. This responsibility is to the Library Board of Trustees, Marshfield Common Council, Town of McMillan Board, Wood County Board of Supervisors, Wood County Library Board, South Central Library System, State of Wisconsin and 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 the Dynix library system, staff LAN (local area network), public LAN, HVAC computer system and planning. Includes all ancillary areas to enhance operations of the systems such as Internet connections, a connection with the City system, cabling, communications lines, communication protocols, purchase of computers and peripherals. Each year, in order to ensure that we can have access to the special rates for a T-1 line, we develop a three-year technology plan. The plan then serves multiple purposes, ensuring 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 2007 Library budget is $1,396,150, an increase of $75,568, or 5.7% above the 2006 budget of $1,320,582. Personal service costs have increased only slightly due to recent hirings at lower rates and minor reorganization. The majority of this increase is in capital outlay expense. Other expenditures are typical for this kind of activity.

Over 78% 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 2007 capital outlay purchases include the following:	
1 Spam filter hardware	$ 2,797
1 Carpet replacement	37,800
1 Shed demolition (CIP #LI-K-5905)	7,500
1 Lighting replacement (CIP #LI-K-5904)	32,250
Total	$80,347

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:

HVAC (Heating, ventilating and air conditioning) – computer controlled systems set seasonal terrpereatures for savings when the library is closed.

- In 2005, under $6,000 in gas heated our 36,700 square foot building.

Wood County payment for service provided to county residents without a library.

- $1,008,422 in revenue 2000-2006.

Joint Library with Town of McMillan – 2000

- $445,041 in revenue 2000 – 2006

Clark & Marathon County Subscription fees instituted in 1996

- $71,570 in revenue 2000-2006

Fines and fees increased

- $ 245,393 in total fine and fe revenue 2000-20006 (Fine rates increased in 2002)

Internet user fees for non-residents and others ineligible for a library card – 2004 -2006

- $1,529 in revenue 2004 to date

Public Phone use fees – 2004-2006 (Judged to be an unsuccessful revenue source and a barrier for people with special needs. Board action elminated this fee starting in July 2006)

- $1,212 in revenue 2004 to 2006

Delivery Service – two days provided by South Central Library System and one day provided by Wood County

- $23,670 in service paid for by others from 2000 – 2006

Wood County Library Tax Exemption 2000 – 2006

- $2,216,104 not paid by city residents to Wood County for library taxes

Grants from South Central Library System, Federal and WI Humanities Council

- $44,625 approximate total 2000 - 2006

Marshfield Public Library Foundation paying on land contract

- Payments 2002-2006 total $19,163

Internet Management Software installed September 2003 to bring greater efficiency

- Users went from 66 per day in 2001 to 124 Internet users per day in 2006

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 – minimizing 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.

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

SCHEDULE OF DEPARTMENT EXPENDITURES:

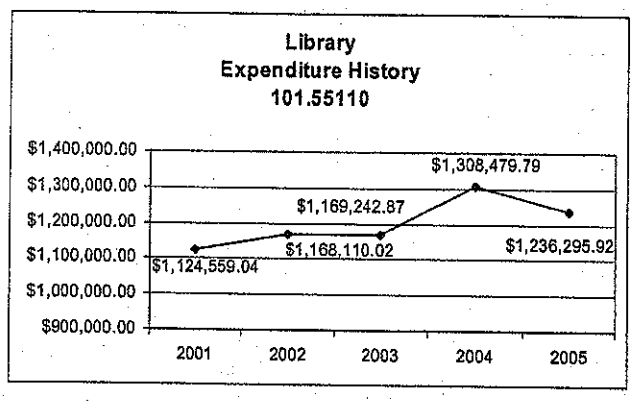
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$1,236,296	$1,320,582	$1,344,638	$1,396,150

DEPARTMENT STAFFING (FTE):

Position Title	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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:


Library
Expenditure History
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$1,300,000.00
$1,200,000.00
$1,100,000.00
$1,000,000.00
$900,000.00
$1,124,559.04
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$1,236,295.92
2001
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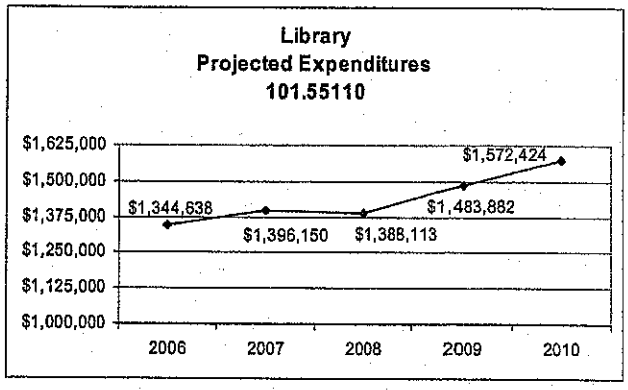

Library
Projected Expenditures
101.55110
$1,625,000
$1,500,000
$1,375,000
$1,250,000
$1,125,000
$1,000,000
$1,344,638
$1,396,150
$1,388,113
$1,483,882
$1,572,424
2006
2007
2008
2009
2010

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
LIBRARY						
PROJECT						
PERSONAL SERVICES	881,433.89	937,273.00	944,460.00	943,466.00	943,466.00	
CONTRACTUAL SERVICES	95,440.66	114,592.00	112,923.00	118,226.00	118,226.00	
SUPPLIES AND EXPENSES	225,232.92	225,754.00	244,836.00	221,723.00	219,874.00	
BUILDING MATERIALS						
FIXED CHARGES	15,648.89	16,721.00	16,177.00	15,109.00	15,109.00	
DEBT SERVICE	2,737.56	2,737.00	2,737.00	228.00	228.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	15,802.00	23,505.00	23,505.00	99,247.00	99,247.00	
COST REALLOCATIONS						
TOTALS: PROJECT	1,236,295.92	1,320,582.00	1,344,638.00	1,397,999.00	1,396,150.00	
TOTALS: LIBRARY	1,236,295.92	1,320,582.00	1,344,638.00	1,397,999.00	1,396,150.00	

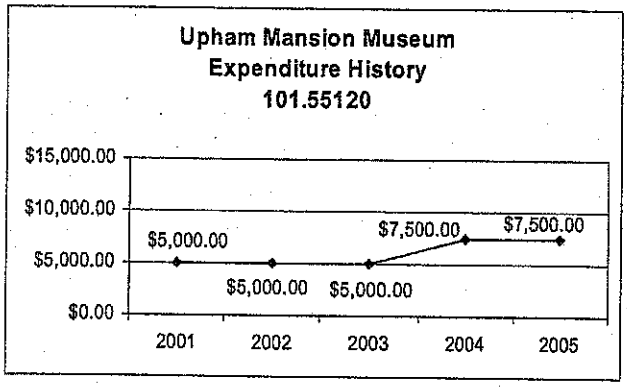
UPHAM MANSION
101-55120

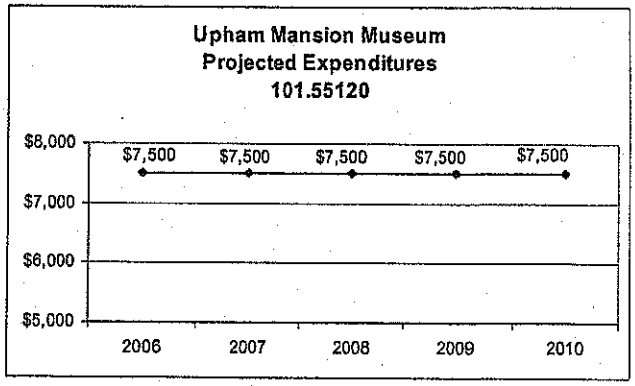
SUMMARY:

The recommended 2007 City appropriation to the Upham Mansion is $7,500, which is the same as the 2006 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
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	

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
- Maintain communications and foster support (financial and volunteer) from area organizations businesses, and individuals
- 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, and special events
- Provide activities and services for older adults including social recreation activities, educational programs, 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, two youth baseball diamonds, and four soccer fields; provide field maintenance of two youth baseball fields and four soccer fields at UW Marshfield/Wood County and assist with maintenance of Senior High baseball diamond
- 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 may provide amenities including playgrounds, shelters, picnic facilities, landscape 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 (l.5 miles), Veterans' Parkway Trail (3 miles), Mill Creek Trail (3 miles), Galvin Road Trail (1 mile), Weber Park Trail (.5 mile), and Airport Connector Trail (>.5 miles) and Prairie Run Trail (new in 2007)
- 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 combined 2007 budgets for the Parks and Recreation Department total $1,436,682, an increase of $41,110 or 2.9%, above the combined 2006 budgets of $1,395,572. Revenue adjustments anticipate an additional amount of $274,833 in 2007.

Highlights of the recommended 2007 budget include the following:

1. Administration, 101.55310:

   Administration expenditures decreased by $1,035 with the majority of the decrease being the shifting of costs for the Parks and Recreation Supervisor position to the Adult Athletics and Tennis/Racquetball budgets to better reflect where some of the duties are performed ($5,600). The major change in this budget is the removal of all expenditures/revenues related to the three department brochures continue to be developed and distributed by the Buyers Guide at no cost to the city. Revenues also reflect the non-resident fees collected totaling $6,261 as administrative services charges. This budget is funded by tax levy and fees.

2. Oak Avenue Community Center, 101.55150:

The recommended 2007 budget for the Oak Avenue Community Center is $33,345, a decrease of $2,121 below the 2006 budget of $35,466. The majority of this decrease is due to a reduction in heating cots ($4,036). 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 2007 budget is $639,893, an increase of $29,629 over the 2006 budget of $610,264. The majority of this increase is due to personnel costs ($3,201), contracted services ($17,067), and supplies and expenses ($12,187). There was a realignment of seasonal staff hours, utility cost increases and equipment charges. This budget includes an estimated $1,800 increase in water consumption to irrigate the two G.P. Olson baseball fields.

The 2007 budget includes $46,080 under contractual services for mowing services.

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

4. Recreation Programs, 101.55321:

The recommended 2007 budget is $64,665, an increase of $17,091 from the 2006 budget of $47,574. This increase is due to the inclusion of approximately $18,200 in contracted services costs that were not included in 2006; in 2006 these costs were netted against revenue. Programs include wrestling, tennis and golf.

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 2007 are $52,991. The balance of the budget is subsidized by tax levy.

5. Tennis/Racquetball Center, 101.55327:

The recommended 2007 budget totals $33,792, a decrease of $3,382 or 9.1% below the adopted 2006 budget of $37,174. The personnel cost increased by $700 which include $2,800 of wages and benefits for the Parks and Recreation Supervisor who supervises this operating. This budget also include 10% of one office secretary position. Contracted services has been reduced by approximately $1,800 due to a recalculation of the City Hall utility percentages allocated to this budget allocated to this budget.

Revenue projections for 2006 are $32,849 which will offset operating costs. Revenues include $1,232 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 $23,238, provides activities that include the men's basketball league and the volleyball leagues. Estimated 2007 revenues total $20,057. The primary difference from the 2006 budget is the approximate $2,300 increase in personnel costs due to the shifting of 100 hours of the Parks and Recreation Supervisor wages and benefits. $3,073 of the current fund balance is requested in the revenue portion of the budget to cover the projected deficit. Expenditures are typical for this kind of activity.

7. Zoo, 101.55410:

The recommended 2007 budget is $248,691, an increase of $8,502 or 3.5% above the 2006 budget of $240,189.

There is a $3,746 reduction in personnel costs primarily due to a $4,011 reduction in overtime. The increase in the contracted services is due to utility cost ($5,330) and veterinary fees ($1,250). The increase in supplies and expenses is due to animal feed and supplies. The budget does include $6,016 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 2007 budget.

The majority of this budget is funded by tax levy; additional revenue ($5,000) comes from vending machines.

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 $67,743 with projected revenues of $41,622. The major cost reduction in the Senior High Pool sub account due to the elimination of the summer open swim program at the Senior High swimming pool. There are no capital equipment requests in 2007.

This budget is funded by tax levy (39%) and user fees (61%).

9. Fairgrounds, 101.55480:

This 2007 budget decreases the expenditures by $5,561 to $67,518. Revenues also decreased by $800 to $38,875. This decrease is due to the elimination of the spring dust control application ($3,000) and the continued table and chair replacement program ($700). There are no capital outlay requests in 2007. 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 (37%) and fees/rental (63%).

SCHEDULE OF DEPARTMENT EXPENDITURES:	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
1. Parks/Recreation Administration	$248,141	$258,832	$259,000	$257,797
2. Oak Avenue Community Center	31,894	35,466	35,549	33,345
3. Parks Operation/Maintenance	583,352	610,264	608,184	639,893
4. Recreation Programs	38,283	47,574	43,208	64,665
5. Tennis/Racquetball	31,283	37,174	34,996	33,792
6. Adult Athletic Leagues	13,202	20,113	19,222	23,238
7. Zoo Operation/Maintenance	248,678	240,189	235,272	248,691
8. Aquatic Facilities	66,787	72,881	66,100	67,743
9. Fairgrounds	67,412	73,079	72,958	67,518
TOTAL	$1,329,032	$1,395,572	$1,374,489	$1,436,682

COST SAVING MEASURES

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

2007

- Removed .7 seasonal staff position from the fairgrounds maintenance budget ($3,226)
- Eliminated the summer public swim program at the Senior High swimming pool ($4,500)
- Removed the spring dust control from the fairgrounds budget ($3,000)
- Reduced fulltime staff overtime due to history of comp time use versus overtime pay ($4,011)
- Reduced sick leave pay out charges for represented staff ($1,600)
- Reduced contract snow removal costs ($2,100)
- Eliminated replacement picnic table frames ($500)
- Seasonal employee overtime hours was reduced in park maintenance budget ($420)
- Reduced funding for replacement of wood chips in playground areas ($1,200)
- Eliminated the replacement table and chair program at Junior Fair Expo building ($700)
- Reduction of lower pond fountain maintenance funds (due to elimination of fountains) ($1,000)

2006

- Removed contribution funding in Aging budget for a reduction of ($500)
- Removed cost of volunteer recognition gifts from Aging budget for a reduction of ($275)
- Removed continuation of lock replacement project cost at Oak Avenue Community Center ($400)
- Removed purchase of defibrillator for Hefko Swimming Pool ($2,000)
- Removed Hefko Pool pump maintenance ($1,000)
- Removed Park Maintenance Shop yard asphalt surfacing ($5,000)
- Reduced park operations fence repairs ($1,000)
- Reduced the locomotive train maintenance funding by ($250)
- Removed dumpster from Braem Park ($190)
- Removed Parks Maintenance Supervisor WPRA Conference attendance from Park Operations ($350)
- Removed Parks Maintenance Supervisor mileage to attend WPRA Park section meetings ($420)
- Reduced Parks Maintenance seasonal staff shirts ($128)
- Reduced contract services for park tree removal ($500)
- Reduced tennis/basketball court crack repair ($1,000)
- Reduced funding for park rental equipment ($1,000)
- Reduced playground equipment repair parts ($1,000)
- Reduced funding for signs posts, trail gates, replacement picnic table frames, trash containers ($1,000)
- Reduced funding for lumber for replacement picnic tables ($1,000)

- Reduced the table and chair replacement funding in fairgrounds budget ($500)
- Increased program and facility rental fees by 10% to 30%

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 ($1,000)
- 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 ($8,400)
- 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 ($3,150)
- 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
- Installed new heat traps and set back thermostats at Oak Avenue Community Center attempt to make heating system more efficient
- Reduced summer open swim hours at Senior High swimming pool
- 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
- Increased fee for family season swim pass at Hefko Swimming Pool

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

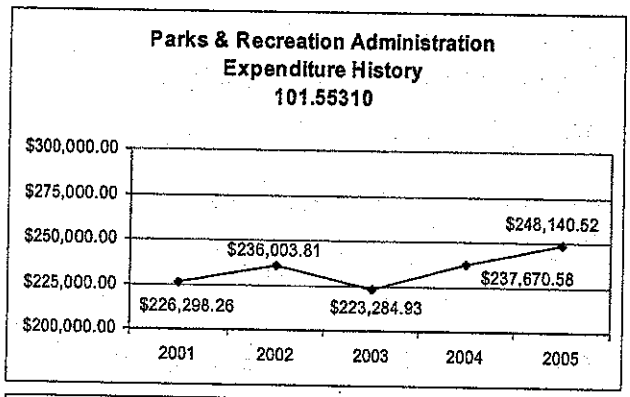
- Completed renovation of old waste water treatment building to provide centralized park maintenance shop
- Implemented user fee for baby pool users at Hefko Swimming Pool and a fee for non residents using the a.m. swim
- Focussed on increased use of volunteers for maintenance at zoo and in park landscape 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 2006	Recommended Authorization 2007
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:


Parks & Recreation Administration
Expenditure History
101.55310
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$275,000.00
$250,000.00
$225,000.00
$200,000.00
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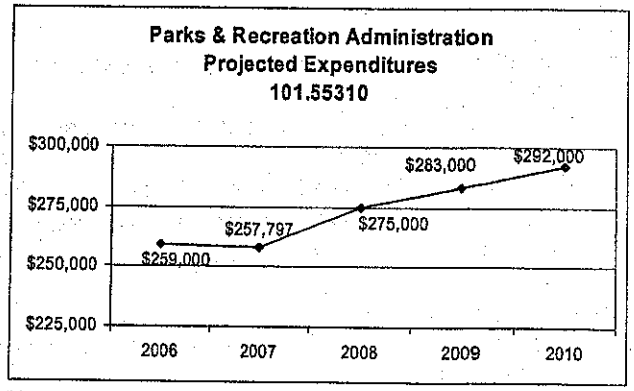
2001
2002
2003
2004
2005


Parks & Recreation Administration
Projected Expenditures
101.55310
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$275,000
$250,000
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$259,000
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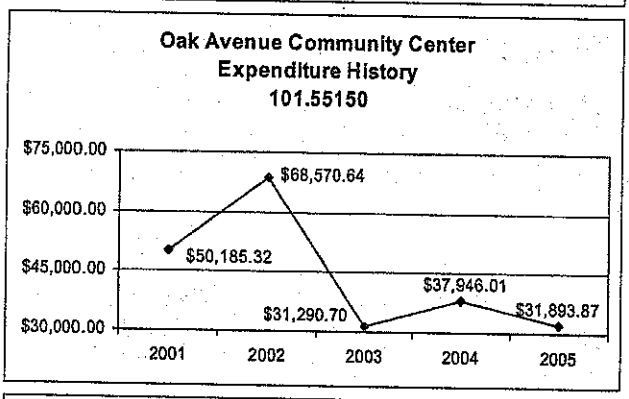
2006
2007
2008
2009
2010


Oak Avenue Community Center
Expenditure History
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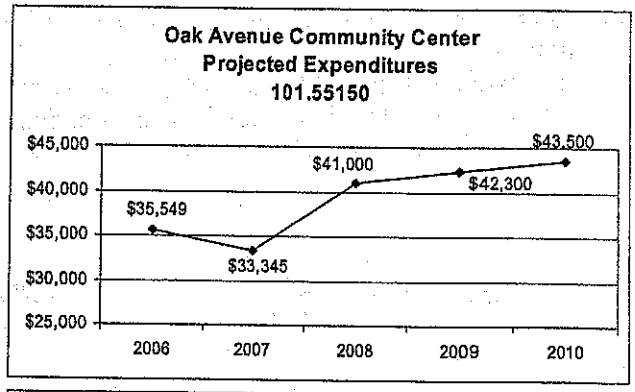
2002
2003
2004
2005


Oak Avenue Community Center
Projected Expenditures
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$45,000
$40,000
$35,000
$30,000
$25,000
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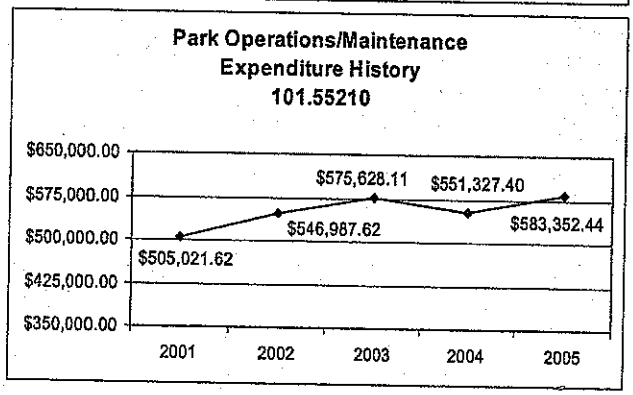
2006
2007
2008
2009
2010


Park Operations/Maintenance
Expenditure History
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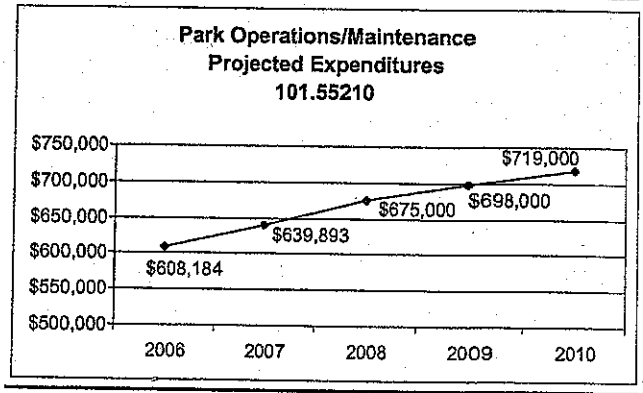
2002
2003
2004
2005


Park Operations/Maintenance
Projected Expenditures
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$600,000
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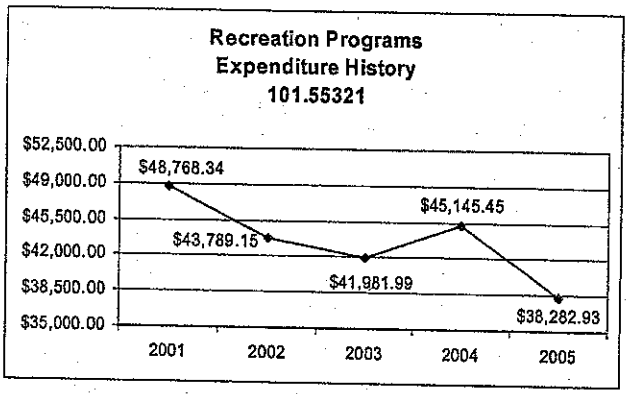
2006
2007
2008
2009
2010


Recreation Programs
Expenditure History
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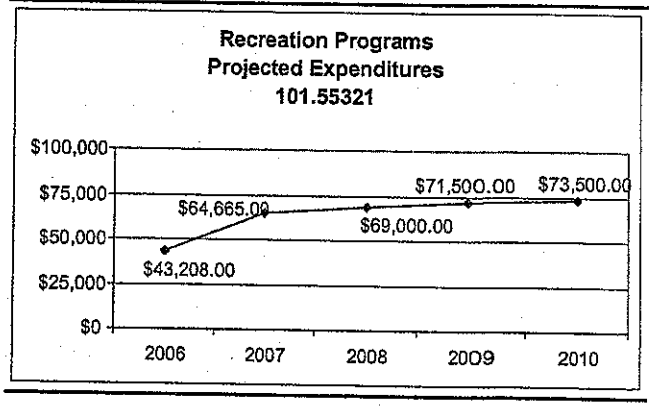
2002
2003
2004
2005


Recreation Programs
Projected Expenditures
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$75,000
$50,000
$25,000
$0
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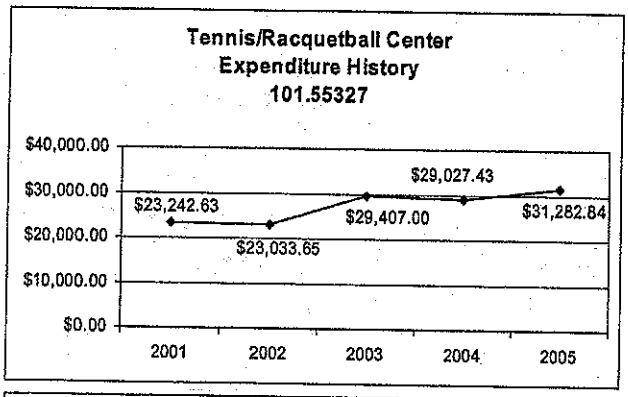
2007
2008
2009
2010


Tennis/Racquetball Center
Expenditure History
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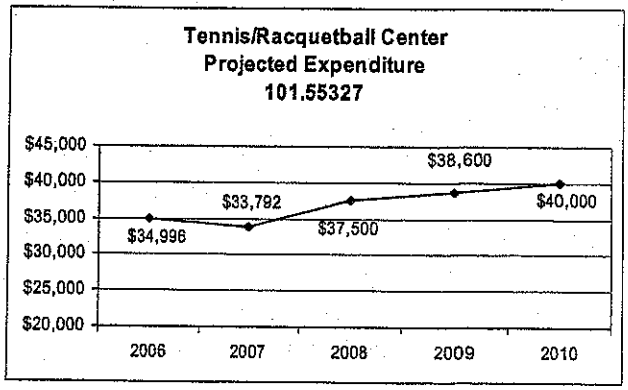
2002
2003
2004
2005


Tennis/Racquetball Center
Projected Expenditure
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$40,000
$35,000
$30,000
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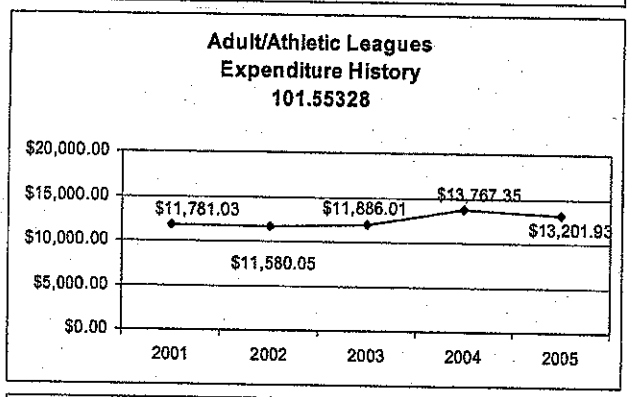
2006
2007
2008
2009
2010


Adult/Athletic Leagues
Expenditure History
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$10,000.00
$5,000.00
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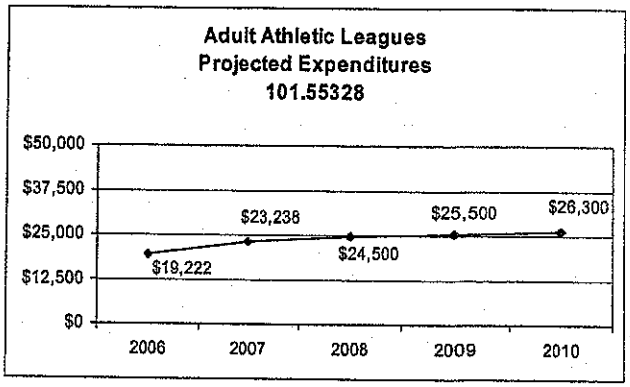
2001
2002
2003
2004
2005


Adult Athletic Leagues
Projected Expenditures
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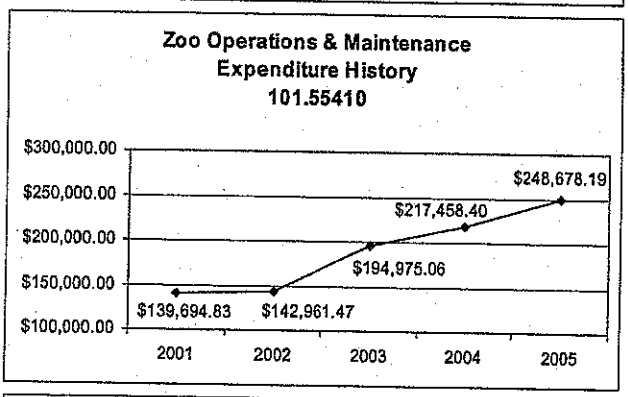
$25,000
$12,500
$0
$19,222
$23,238
$24,500
$25,500
$26,300
2006
2007
2008
2009
2010


Zoo Operations & Maintenance
Expenditure History
101.55410
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$200,000.00
$150,000.00
$100,000.00
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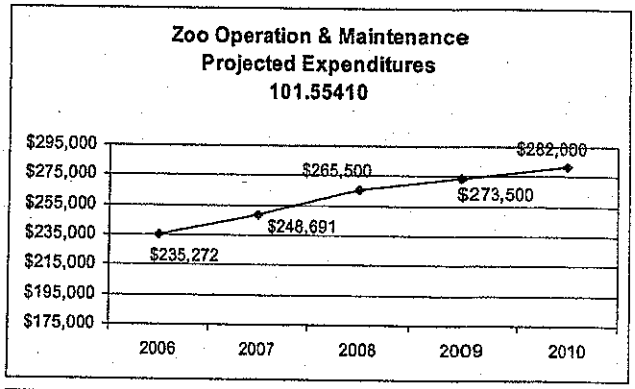
$194,975.06
$217,458.40
$248,678.19
2001
2002
2003
2004
2005


Zoo Operation & Maintenance
Projected Expenditures
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$295,000
$275,000
$255,000
$235,000
$215,000
$195,000
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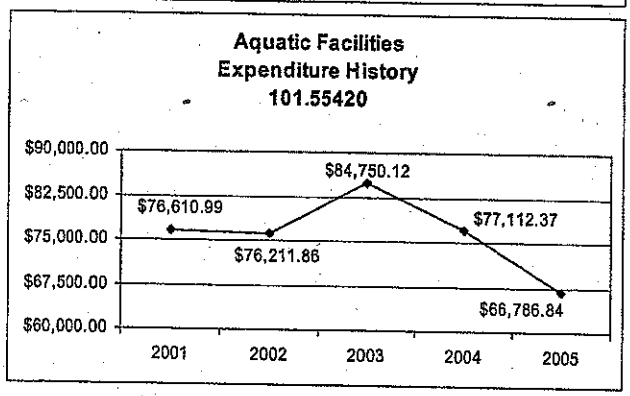
$235,272
$248,691
$265,500
$273,500
$282,000
2006
2007
2008
2009
2010


Aquatic Facilities
Expenditure History
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$75,000.00
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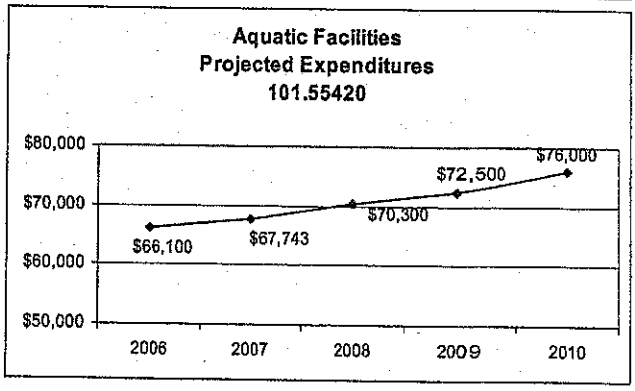
2001
2002
2003
2004
2005


Aquatic Facilities
Projected Expenditures
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$70,000
$60,000
$50,000
$66,100
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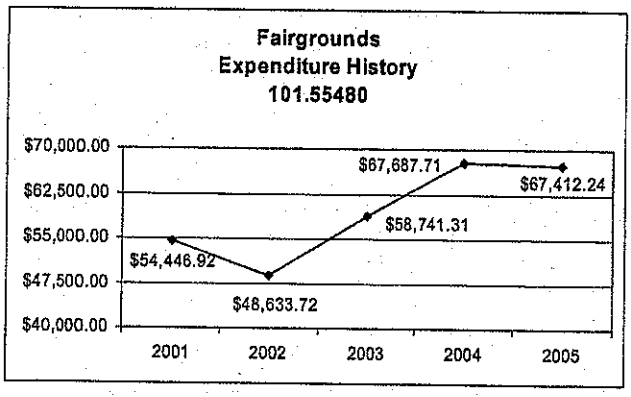
$72,500
$76,000
2006
2007
2008
2009
2010


Fairgrounds
Expenditure History
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$40,000.00
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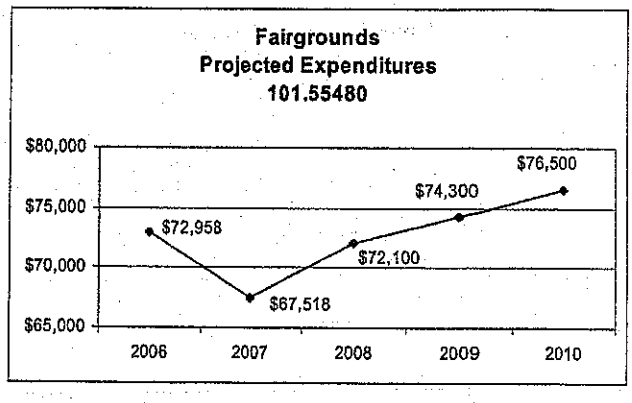
$67,412.24
2001
2002
2003
2004
2005


Fairgrounds
Projected Expenditures
101.55480
$80,000
$75,000
$70,000
$65,000
$72,958
$67,518
$72,100
$74,300
$76,500
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARKS & RECREATION ADMINSTRN						
PROJECT						
PERSONAL SERVICES	240,231.51	251,614.00	252,972.00	252,074.00	252,074.00	
CONTRACTUAL SERVICES	1,322.07	686.00	686.00	816.00	816.00	
SUPPLIES AND EXPENSES	6,528.75	6,532.00	5,342.00	4,907.00	4,907.00	
BUILDING MATERIALS	56.80					
DEBT SERVICE	1.39					
TOTALS: PROJECT	248,140.52	258,832.00	259,000.00	257,797.00	257,797.00	
TOTALS: PARKS & RECREATION ADMIN	248,140.52	258,832.00	259,000.00	257,797.00	257,797.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARK OPERATIONS/MAINTENANCE						
PROJECT						
PERSONAL SERVICES	311,410.17	332,380.00	328,492.00	335,581.00	335,581.00	
CONTRACTUAL SERVICES	147,224.66	140,229.00	140,408.00	159,071.00	157,296.00	
SUPPLIES AND EXPENSES	116,066.07	124,601.00	125,940.00	134,476.00	134,476.00	
BUILDING MATERIALS	7,266.90	9,516.00	9,516.00	9,000.00	9,000.00	
FIXED CHARGES	1,375.62	3,538.00	3,828.00	3,540.00	3,540.00	
DEBT SERVICE	9.02					
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	583,352.44	610,264.00	608,184.00	641,668.00	639,893.00	
TOTALS: PARK OPERATIONS/MAINTENA	583,352.44	610,264.00	608,184.00	641,668.00	639,893.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
OAK AVENUE COMMUNITY CENTER						
PROJECT						
PERSONAL SERVICES	2,554.10	5,247.00	5,330.00	5,224.00	5,224.00	
CONTRACTUAL SERVICES	25,169.31	26,673.00	26,573.00	26,086.00	24,748.00	
SUPPLIES AND EXPENSES	1,848.65	1,300.00	1,600.00	1,500.00	1,500.00	
BUILDING MATERIALS			1.00			
FIXED CHARGES	2,321.81	2,246.00	2,045.00	1,873.00	1,873.00	
TOTALS: PROJECT	31,893.87	35,466.00	35,549.00	34,683.00	33,345.00	
TOTALS: OAK AVENUE COMMUNITY CEN	31,893.87	35,466.00	35,549.00	34,683.00	33,345.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
RECREATION PROGRAMS						
PROJECT						
PERSONAL SERVICES	30,182.83	35,827.00	31,461.00	35,428.00	34,535.00	
CONTRACTUAL SERVICES	2,099.40	376.00	376.00	18,559.00	18,759.00	
SUPPLIES AND EXPENSES	4,814.75	4,968.00	4,968.00	4,499.00	4,499.00	
FIXED CHARGES	1,185.95	6,403.00	6,403.00	6,872.00	6,872.00	
TOTALS: PROJECT	38,282.93	47,574.00	43,208.00	65,358.00	64,665.00	
TOTALS: RECREATION PROGRAMS	38,282.93	47,574.00	43,208.00	65,358.00	64,665.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TENNIS/RACQUETBALL CENTER						
PROJECT						
PERSONAL SERVICES	13,419.10	17,688.00	15,510.00	18,877.00	18,877.00	
CONTRACTUAL SERVICES	17,023.74	18,646.00	18,646.00	13,915.00	13,915.00	
SUPPLIES AND EXPENSES	840.00	840.00	840.00	1,000.00	1,000.00	
TOTALS: PROJECT	31,282.84	37,174.00	34,996.00	33,792.00	33,792.00	
TOTALS: TENNIS/RACQUETBALL CENTE	31,282.84	37,174.00	34,996.00	33,792.00	33,792.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ADULT ATHLETIC LEAGUES						
PROJECT						
PERSONAL SERVICES	11,888.98	13,534.00	12,643.00	16,911.00	16,911.00	
SUPPLIES AND EXPENSES	1,312.95	1,347.00	1,347.00	1,267.00	1,267.00	
FIXED CHARGES		5,232.00	5,232.00	5,060.00	5,060.00	
TOTALS: PROJECT	13,201.93	20,113.00	19,222.00	23,238.00	23,238.00	
TOTALS: ADULT ATHLETIC LEAGUES	13,201.93	20,113.00	19,222.00	23,238.00	23,238.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ZOO OPERATION & MAINTENANCE						
PROJECT						
PERSONAL SERVICES	147,561.43	162,855.00	140,446.00	159,109.00	159,109.00	
CONTRACTUAL SERVICES	34,079.85	30,576.00	45,693.00	39,697.00	39,595.00	
SUPPLIES AND EXPENSES	64,945.38	44,558.00	45,533.00	47,787.00	47,787.00	
BUILDING MATERIALS	1,775.29	2,200.00	3,100.00	2,200.00	2,200.00	
FIXED CHARGES	314.33		500.00			
DEBT SERVICE	1.91					
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	248,678.19	240,189.00	235,272.00	248,793.00	248,691.00	
TOTALS: ZOO OPERATION & MAINTENA	248,678.19	240,189.00	235,272.00	248,793.00	248,691.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
AQUATIC FACILITIES						
PROJECT						
PERSONAL SERVICES	34,773.15	40,364.00	34,168.00	36,515.00	36,515.00	
CONTRACTUAL SERVICES	26,864.11	26,754.00	26,169.00	24,125.00	25,561.00	
SUPPLIES AND EXPENSES	3,497.95	3,888.00	3,888.00	3,792.00	3,792.00	
BUILDING MATERIALS						
FIXED CHARGES	1,651.63	1,875.00	1,875.00	1,875.00	1,875.00	
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	66,786.84	72,881.00	66,100.00	66,307.00	67,743.00	
TOTALS: AQUATIC FACILITIES	66,786.84	72,881.00	66,100.00	66,307.00	67,743.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FAIRGROUNDS						
PROJECT						
PERSONAL SERVICES	15,625.28	20,546.00	20,543.00	15,826.00	15,826.00	
CONTRACTUAL SERVICES	35,923.76	40,943.00	40,943.00	43,843.00	43,626.00	
SUPPLIES AND EXPENSES	9,512.06	7,228.00	7,238.00	4,706.00	4,706.00	
BUILDING MATERIALS	2,968.93	1,092.00	1,175.00	600.00	600.00	
FIXED CHARGES	3,382.21	3,270.00	3,059.00	2,760.00	2,760.00	
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	67,412.24	73,079.00	72,958.00	67,735.00	67,518.00	
TOTALS: FAIRGROUNDS	67,412.24	73,079.00	72,958.00	67,735.00	67,518.00	

CELEBRATIONS AND ENTERTAINMENT
101-55349

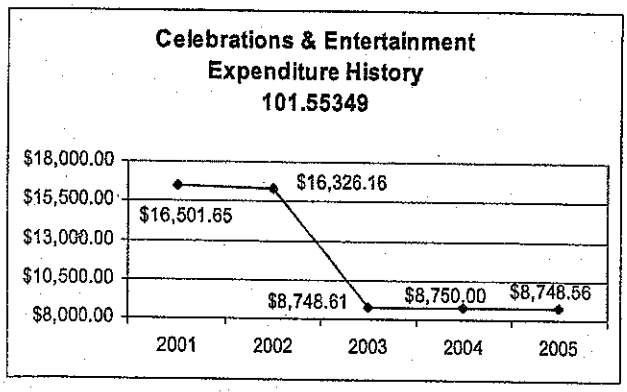
SUMMARY:

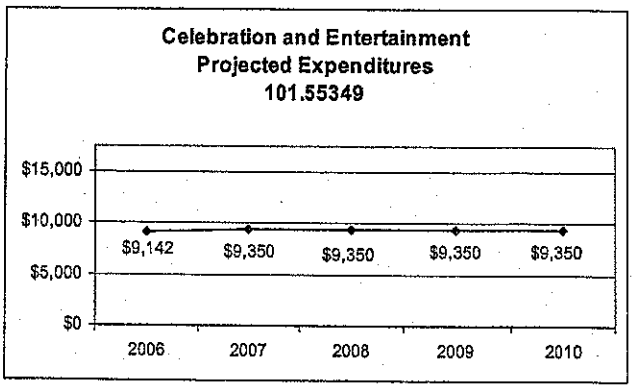
The recommended 2007 Celebrations and Entertainment budgets total $9,350, an increase of 6.9% over the 2006 budget of $8,750. The contribution to the Marshfield Civic Band was increased by $300 to allow for the purchase of more topical, updated music for the growing band. In addition $300 is budgeted for an ASCAP license. This budget is supported entirely by tax levy.

In summary, the funding levels are as follows:

	Budgeted 2006 Contributions	Recommended 2007 Contributions
Palm Sunday Chorus	$750	$750
School Patrol	3,500	3,500
Civic Band	4,500	4,800
ASCAP License	0	300
TOTAL	$8,750	$9,350

GRAPHS:





CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CELEBRATIONS & ENTERTAINMENT						
PROJECT						
SUPPLIES AND EXPENSES			392.00		300.00	
GRANTS CONTRIB INDEMNITIES	8,748.56	8,750.00	8,750.00	9,050.00	9,050.00	
TOTALS: PROJECT	8,748.56	8,750.00	9,142.00	9,050.00	9,350.00	
TOTALS: CELEBRATIONS & ENTERTAIN	8,748.56	8,750.00	9,142.00	9,050.00	9,350.00	

UW COLLEGE - MARSHFIELD/WOOD COUNTY
101-55610

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

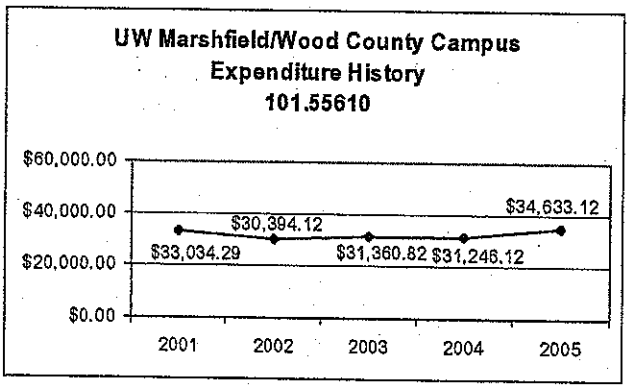
The recommended 2007 appropriation for the University of Wisconsin - Marshfield/Wood County is $44,293, a decrease of $535 or 1.2% below above the 2006 City appropriation of $44,828.

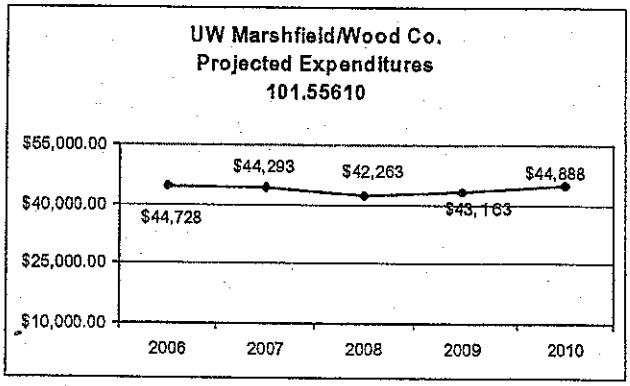
Of the total appropriation, $12,143 is earmarked for the City's proportionate share (50%) of insurance and bookkeeping expenses. An additional $30,850 is recommended to finance the City's share of ongoing maintenance to the structures and attached facilities. An additional $1,300 is budgeted for garbage pickup billed directly to the city.

Funding to complete enhancements to the facility totaling $69,798 is shown in capital projects fund #440. The enhancements include CIP Project, UW-K-7307, Utility & Facilities Upgrade ($43,750) and CIP Project UW-K-7303, Parking Lot Repair ($26,048).

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
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

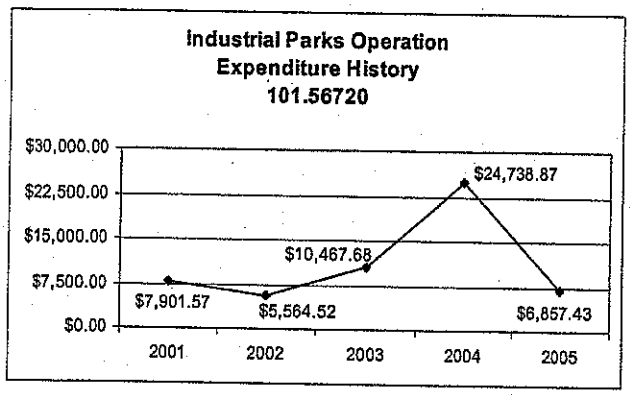
ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
UW MARSHFIELD/WOOD CO CAMPUS						
PROJECT						
CONTRACTUAL SERVICES	1,080.12	1,300.00	1,200.00	1,300.00	1,300.00	
GRANTS CONTRIB INDEMNITIES	33,553.00	43,528.00	43,528.00	42,993.00	42,993.00	
TOTALS: PROJECT	34,633.12	44,828.00	44,728.00	44,293.00	44,293.00	
TOTALS: UW MARSHFIELD/WOOD CO CA	34,633.12	44,828.00	44,728.00	44,293.00	44,293.00	

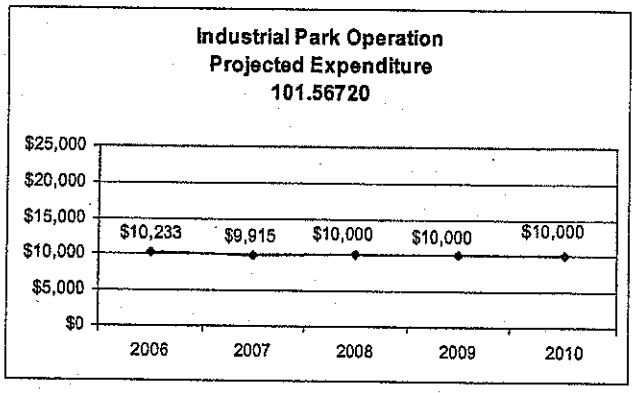
INDUSTRIAL PARK OPERATION AND DEVELOPMENT
101-56720

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 2007 budget of $9,915 includes monies for personnel costs for engineering/surveying ($1,710); professional services associated with the sale of land ($2,500); electricity ($1,080); 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

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
INDUSTRIAL PARK OPER & DEVEL						
PROJECT						
PERSONAL SERVICES	2,378.36	3,167.00	3,028.00	1,710.00	1,710.00	
CONTRACTUAL SERVICES	4,396.26	10,400.00	7,080.00	8,080.00	8,080.00	
SUPPLIES AND EXPENSES	82.81	125.00	125.00	125.00	125.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	6,857.43	13,692.00	10,233.00	9,915.00	9,915.00	
TOTALS: INDUSTRIAL PARK OPER & D	6,857.43	13,692.00	10,233.00	9,915.00	9,915.00	

PLANNING AND ECONOMIC DEVELOPMENT
101-56901

MISSION STATEMENT:

The mission of the Planning & Economic Development Department is to provide the Common Council, City Plan Commission, 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.

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 2007 the work program of this Department will be to:

A. Encourage planned development within the city consistent with the goals and objectives of existing and adopted plans by:

- Providing for improved physical development of the city
- Coordinating public and private activities relating to development
- Update of the city's Comprehensive Plan
- Update of the Downtown Development Plan
- Update of the Comprehensive Outdoor Park and Recreation Plan
- Coordinate the South Central Avenue design project with Public Works, Consultant and groups and businesses involved
- 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
- Continue partnership with MACCI and Main Street to ensure coordination of activities and optimum utilization of resources

COST SAVINGS MEASURES:

Planning departments typically do not have many areas from which to cut costs, as their budgets are almost exclusively personnel costs. The 2007 budget is over 79% personnel costs.

Increased efficiencies would include, in part:

- We had a GIS intern who worked for free for approximately 262 hours in the Spring of 2006. He did this in order to gain experience in real world application of what he had learned at school. This was a savings of approximately $2,300.

- 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 Marshfield Utilities and the Wastewater Treatment facility, we now have a 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. The mostly completed sanitary sewer database also contains all of the televising reports so the engineers are able to pull up any section of pipe and see the latest reports for it on their computer as well as pull up the video of the televising if they need to see it.

- Completed development of planning and zoning procedural brochures (how to apply for a zoning change, variance, conditional use permit, annexation, local historic district). This saves staff time and makes it more convenient for the public by having this information available on the website and at the permitting counter.

- 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 launch of the Internet application of the GIS is another device to improve 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.

- Pending launch of new software programs that will integrate the permit, work order and code enforcement into our financial software and GIS. This will reduce redundancy and provide access to information not currently easily accessible.

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), Zoning Board of Appeals items (variances), and zoning review for permits (sign permits and building permits).

In July 2006, the Plan Commission approved raising permit, application, appeal and review fees. Many of these had not been changed since 1979. Not only could existing fees justifiably be counted as revenue against the Department's expenditures, but some 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 based on the annexation policy approved by the Plan Commission in June 2006.

Additional revenues come in the form of grants for projects. I will continue to look for grants to fund projects for the city.

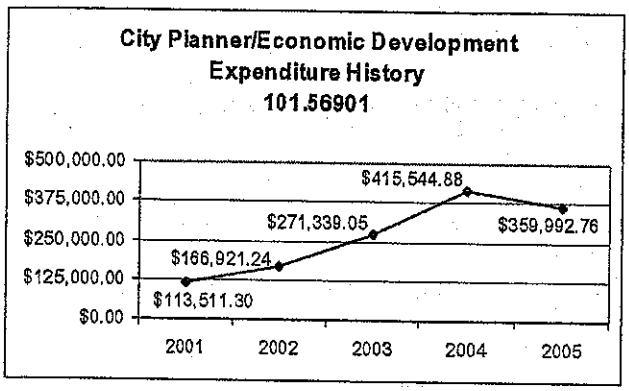
PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

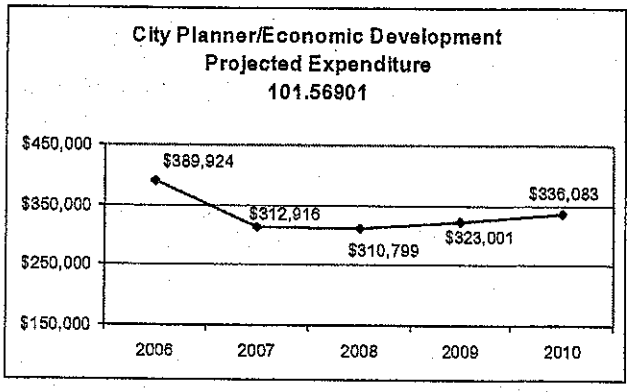
The recommended 2007 budget for the Planning and Economic Development Department, is $312,916; a decrease of $76,578 below the 2006 budget of $389,494. The majority of the decrease is attributable to contractual services costs for professional and legal consulting fees attributable to the Comprehensive Plan Update. No additional funds are requested in 2007 for the Comprehensive Plan update which included the Downtown Plan and the Comprehensive Outdoor Recreation 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 Comprehensive Outdoor Recreation Plan and the Downtown Plan both needed to be updated and there are substantial cost savings to include these two plans as part of the Comprehensive Plan update, since they are required elements. The 2007 budget also includes $30,000 for the zoning code rewrite. This is a part of the Comprehensive Plan project and will be funded from the original appropriation for this project. There is also a significant decrease in Capital Outlay for the GIS project. $2,100 is budgeted for printer supplies due to increased demand for color maps. Due to requirements of Wisconsin Act 208, an additional $2,764 has been requested for legal notice publication In addition to the personnel cost associated with the GIS Technician, $21,155 is included in the 2007 IT budget for licenses, software maintenance agreement and the GIS internet interface. 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 2006	Recommended Authorization 2007
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
* Non-represented			
TOTAL		3.0	3.0

SCHEDULE OF DEPARTMENT EXPENDITURES:	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
TOTAL	$359,993	$389,494	$389,924	$312,916

GRAPHS:





CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CITY PLANNER/ECON DEVELOPER						
PROJECT						
PERSONAL SERVICES	230,415.55	256,095.00	250,970.00	249,796.00	249,796.00	
CONTRACTUAL SERVICES	95,304.39	50,549.00	72,158.00	5,448.00	35,448.00	
SUPPLIES AND EXPENSES	21,403.92	16,877.00	14,667.00	21,829.00	21,829.00	
BUILDING MATERIALS						
FIXED CHARGES	768.76	873.00	1,029.00	1,843.00	1,843.00	
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	12,100.14	65,100.00	51,100.00	4,000.00	4,000.00	
COST REALLOCATIONS						
TOTALS: PROJECT	359,992.76	389,494.00	389,924.00	282,916.00	312,916.00	
TOTALS: CITY PLANNER/ECON DEVELO	359,992.76	389,494.00	389,924.00	282,916.00	312,916.00	

ROOM TAX FUND
PARK/ZOO IMPROVEMENTS
FUND 202

PROGRAM NARRATIVE AND BUDGET HIGHLIGHTS:

The recommended 2007 budget for the Room Tax Fund totals $258,000, all of which will be generated from 2007 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 2007, $151,000 will be transferred from the Room Tax Fund (202) to the Marshfield Convention and Visitors Bureau Fund (203) to finance their 2007 programs and grants. The balance of the room tax revenue, $107,000, supports park/recreation development.

Since the Veterans' Parkway Trail was completed in 2006 with major contributions coming from volunteers, Wood County, and local businesses, CIP Project PR-L-2815 for $10,000 was removed for 2007 and transferred to CIP Project PR-L-2826, S.J. Miller Tennis Court reconstruction.

The following is a summary of the sources and uses of funds for the 2007 budget:

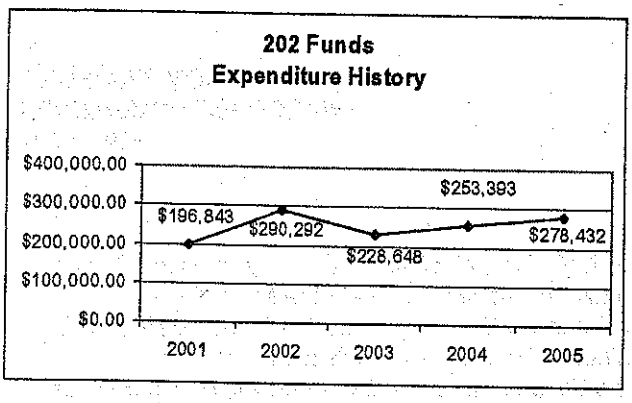
Sources

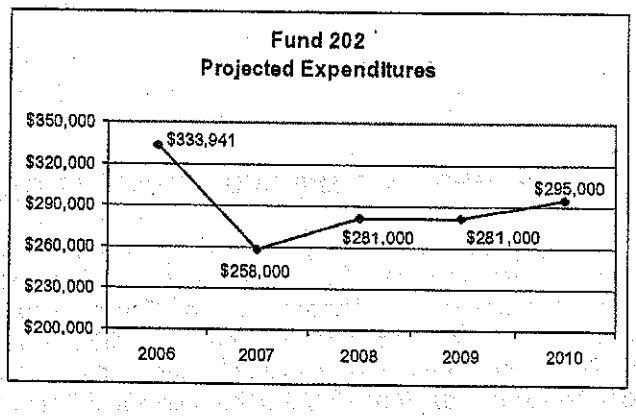
2007 Room Tax	$258,000
Fund Balance Applied	-0-
TOTAL	$258,000

Uses

1. PR-L-2826, S.J. Miller Tennis Court Reconstruction	$80,000
2. PR-L-2834, OACC Painting of Gym Walls and Ceiling	17,000
3. PR-L-2837, Park and facility identification signs	10,000
4. Transfer to Convention & Visitor's Bureau	151,000
TOTAL	$258,000

GRAPHS


202 Funds
Expenditure History
$400,000.00
$300,000.00
$200,000.00
$100,000.00
$0.00
$196,843
$290,292
$228,648
$253,393
$278,432
2001
2002
2003
2004
2005


Fund 202
Projected Expenditures
$350,000
$320,000
$290,000
$260,000
$230,000
$200,000
$333,941
$258,000
$281,000
$281,000
$295,000
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARKS OUTLAY-ROOM TAX FUND						
TAXES						
PUBLIC ACCOMMODATION TAXES 202.41000.0000.41210	266,822.71	255,867.00	266,455.00	266,455.00	266,455.00	
TOTALS: TAXES	266,822.71	255,867.00	266,455.00	266,455.00	266,455.00	
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	266,822.71	266,502.00	266,455.00	266,455.00	266,455.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARKS OUTLAY-ROOM TAX FUND						
PARK OPERATIONS/MAINTENANCE						
PROJECT						
PERSONAL SERVICES	177.14		867.00			
CONTRACTUAL SERVICES	27,362.70		2,238.00			
SUPPLIES AND EXPENSES	1,881.62		817.00			
BUILDING MATERIALS	10,676.81		600.00			
FIXED CHARGES	43.20					
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	73,246.97	121,502.00	178,419.00	107,000.00	107,000.00	
COST REALLOCATIONS						
TOTALS: PROJECT	113,388.44	121,502.00	182,941.00	107,000.00	107,000.00	
TOTALS: PARK OPERATIONS/MAINTENA	113,388.44	121,502.00	182,941.00	107,000.00	107,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	165,043.32	145,000.00	151,000.00	151,000.00	151,000.00	
TOTALS: PROJECT	165,043.32	145,000.00	151,000.00	151,000.00	151,000.00	
TOTALS: OTHER FINANCING USES	165,043.32	145,000.00	151,000.00	151,000.00	151,000.00	
TOTALS: PARKS OUTLAY-ROOM TAX FUND	278,431.76	266,502.00	333,941.00	258,000.00	258,000.00	

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.

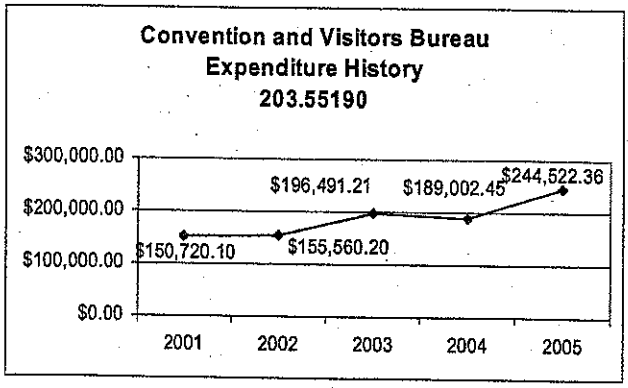
The Bureau is authorized and funded under Section 2-104 of the Municipal Code of the City of Marshfield. The Bureau is not permitted to influence legislation, to support political parties, or to endorse any candidate for public office. No part of the funds can be used for the direct benefit of the Bureau.

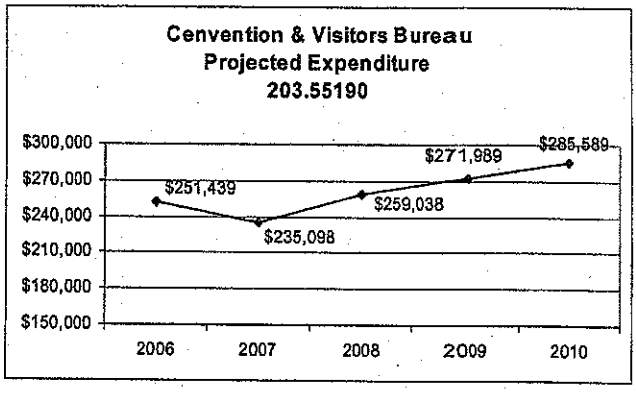
The recommended 2007 budget for the Convention and Visitors Bureau totals $235,098 of which $151,000 will be generated from 2007 room tax revenue. The balance of funding comes from program fees, fund balance and interest income.

The recommended 2007 budget increased $18,338 above the 2006 appropriation of $216,760. This increase is primarily due to enhanced efforts for general promotion with fund balance financing this. In addition to routine administrative costs, the budget supports such events as Dance Weekend, Maple Fall Fest, Yellowstone Trail, Arts Weekend, Quilt Show, Amish and Mennonite tours, and Community Promotions, to name a few.

A commitment of up to $25,000 each for both the second and fourth Welcome Signs has been made with monies coming from fund balance. The two sign projects should be completed in 2006.

GRAPHS





CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CONVENTION & VISITORS BUR FD						
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 203.48000.0000.48110	1,530.88	3,000.00	1,550.00	1,600.00	1,600.00	
OTHER MISCELLANEOUS REVENUE 203.48000.0000.48900	61,252.91	73,000.00	73,903.00	71,500.00	71,500.00	
TOTALS: MISCELLANEOUS REVENUE	62,783.79	76,000.00	75,453.00	73,100.00	73,100.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 203.49000.0000.49300				10,998.00	10,998.00	
TRANSF FR PARKS O/L RM TX FD						
TRANSF FR SPECIAL REVENUE FD 203.49000.0202.49220	150,043.32	145,000.00	151,000.00	151,000.00	151,000.00	
TOTALS: TRANSF FR PARKS O/L RM	150,043.32	145,000.00	151,000.00	151,000.00	151,000.00	
TOTALS: OTHER FINANCING SOURCES	150,043.32	145,000.00	151,000.00	161,998.00	161,998.00	
TOTALS: CONVENTION & VISITORS BUR	212,827.11	221,000.00	226,453.00	235,098.00	235,098.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CONVENTION & VISITORS BUR.FD						
VISITORS & PROMOTION BUREAU						
PROJECT						
PERSONAL SERVICES	53,013.03	56,160.00	60,688.00	66,048.00	66,048.00	
CONTRACTUAL SERVICES	8,790.87	4,100.00	5,700.00	6,090.00	6,090.00	
SUPPLIES AND EXPENSES	32,363.98	40,000.00	37,259.00	37,960.00	37,960.00	
FIXED CHARGES	8,000.00	8,000.00	8,000.00	12,000.00	12,000.00	
GRANTS CONTRIB INDEMNITIES	110,612.48	108,500.00	114,792.00	113,000.00	113,000.00	
CAPITAL OUTLAY	31,742.00		25,000.00			
TOTALS: PROJECT	244,522.36	216,760.00	251,439.00	235,098.00	235,098.00	
TOTALS: VISITORS & PROMOTION BUR	244,522.36	216,760.00	251,439.00	235,098.00	235,098.00	
TOTALS: CONVENTION & VISITORS BUR	244,522.36	216,760.00	251,439.00	235,098.00	235,098.00	

OTHER SPECIAL REVENUE FUNDS
FUNDS 208/211/213/218/219/231

There are no recommended 2007 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), Fire Grant Fund (219), and the East Industrial Park Fund (231)**.

Fund #219 anticipates 2007 revenues of $86 from the city's General Fund to close out this fund.

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
C.D.B.G. FUND						
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 208.48000.0000.48900	(.33)					
TOTALS: MISCELLANEOUS REVENUE	(.33)					
TOTALS: C.D.B.G. FUND	(.33)					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
C.D.B.G. FUND						
RESIDENTIAL REHAB REVOLV LNS						
PROJECT						
GRANTS CONTRIB INDEMNITIES	105,369.85					
TOTALS: PROJECT	105,369.85					
TOTALS: RESIDENTIAL REHAB REVOLV	105,369.85					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	65,630.15					
TOTALS: PROJECT	65,630.15					
TOTALS: OTHER FINANCING USES	65,630.15					
TOTALS: C.D.B.G. FUND	171,000.00					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
COMM REHAB REVOLV LOAN FUND						
MISCELLANEOUS REVENUE						
COM REH REV LOAN FD INTEREST 211.48000.0000.48160	5.71					
TOTALS: MISCELLANEOUS REVENUE	5.71					
TOTALS: COMM REHAB REVOLV LOAN FUN	5.71					

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
COMM REHAB REVOLV LOAN FUND						
COMMERCIAL REHAB REVOLV LNS						
PROJECT						
GRANTS CONTRIB INDEMNITIES	3,536.38					
TOTALS: PROJECT	3,536.38					
TOTALS: COMMERCIAL REHAB REVOLV	3,536.38					
TOTALS: COMM REHAB REVOLV LOAN FUN	3,536.38					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
RESID REHAB REVOLV LOAN FUND						
CDBG, ADMINISTRATION						
PROJECT						
GRANTS CONTRIB INDEMNITIES			45,100.00			
CAPITAL OUTLAY	18,000.00					
TOTALS: PROJECT	18,000.00		45,100.00			
TOTALS: CDBG, ADMINISTRATION	18,000.00		45,100.00			
TOTALS: RESID REHAB REVOLV LOAN FU	18,000.00		45,100.00			

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
LAW ENFORCEMENT RESTR REV FD						
PUBLIC CHARGES FOR SERVICES						
LAW ENF-FEDER SHARED PROCEED 218.46000.0000.46211			8,068.00			
TOTALS: PUBLIC CHARGES FOR SERVI			8,068.00			
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 218.48000.0000.48110	199.15		132.00			
TOTALS: MISCELLANEOUS REVENUE	199.15		132.00			
TOTALS: LAW ENFORCEMENT RESTR REV	199.15		8,200.00			

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
LAW ENFORCEMENT RESTR REVENUE FUND						
LAW ENFORCEMENT						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY			13,000.00			
COST REALLOCATIONS						
TOTALS: PROJECT			13,000.00			
TOTALS: LAW ENFORCEMENT			13,000.00			
TOTALS: LAW ENFORCEMENT RESTR REV			13,000.00			

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FIRE GRANT FUND						
TAXES						
GENERAL PROPERTY TAXES				86.00		
219.41000.0000.41110						
TOTALS: TAXES				86.00		
INTERGOVERNMENTAL REVENUES						
FEDERAL GRANTS, FEMA	56,163.00					
219.43000.0000.43211						
FEDERAL GRANTS, FIRE			40,344.00			
219.43000.0000.43212						
TOTALS: INTERGOVERNMENTAL REVENU	56,163.00		40,344.00			
OTHER FINANCING SOURCES						
TRANSFER FROM GENERAL FUND						
TRANSFER FROM GENERAL FUND					86.00	
219.49000.0101.49210						
TOTALS: TRANSFER FROM GENERAL					86.00	
TOTALS: OTHER FINANCING SOURCES					86.00	
TOTALS: FIRE GRANT FUND	56,163.00		40,344.00	86.00	86.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FIRE GRANT FUND						
FIRE PROTECTION						
PROJECT						
SUPPLIES AND EXPENSES	55,919.53		329.00			
TOTALS: PROJECT	55,919.53		329.00			
TOTALS: FIRE PROTECTION	55,919.53		329.00			

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FIRE PREVENTION						
PROJECT						
CAPITAL OUTLAY	1,184.97		39,159.00			
TOTALS: PROJECT	1,184.97		39,159.00			
TOTALS: FIRE PREVENTION	1,184.97		39,159.00			
TOTALS: FIRE GRANT FUND	57,104.50		39,488.00			

ECONOMIC DEVELOPMENT FUND
FUND 210

MACCI CONTRIBUTION

The recommended 2007 budget of $111,098 includes a contribution of $50,000 to MACCI for economic development. This appropriation provides continued funding for the Business Development Director position at MACCI. This position assists both the MACCI Executive Director and the city's 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 allow us to increase activity and communication between the city and the 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, effective manner and keep economic development focused in the private sector, while allowing direct local government involvement. It has also increased outside recruitment efforts through additional marketing efforts and involvement at trade shows, call trips and site selector visits.

MACCI's annual budget is $335,108 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 entirely by the interest income earned from investments and loan repayments within this fund.

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 2007 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 $27,300 for 2007, which is the same amount as appropriated in 2006. The city's appropriation of $27,300 represents 22.0% of Main Street Marshfield's 2007 budget of $123,950. The $27,300 is funded entirely by tax levy. In addition to the city's contribution, $65,000 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.

MARSHFIELD ECONOMIC DEVELOPMENT ASSOCIATION 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 (MEDA) 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.

2007 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 the MEDA Committee.

2007 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. Manage Inventor's and Entrepreneur's Clubs.

5. Enhance the recent creation of the agri-business industry cluster committee, Technology Council and Energy Council.

6. Sell remaining lot in Air Business Park (2.19 acres).

7. Market and seek tenant(s) for Norwood Industrial Park.

8. Work with UW Ag Research Station and government partners in the Heifer Research Station and the 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 Centergy 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, while continuing to administer contract as outreach center for the Wisconsin Entrepreneurs' Network.

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 revised Downtown Development Plan.

23. Encourage appropriate business mix throughout Marshfield.

STRUCTURE

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 Utilities 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 2007 APPROPRIATION

The recommended 2007 appropriation to MEDA is $25,000, which is identical to the amount appropriated in 2006. Tax levy and interest income are the funding sources for this appropriation.

OTHER ITEMS

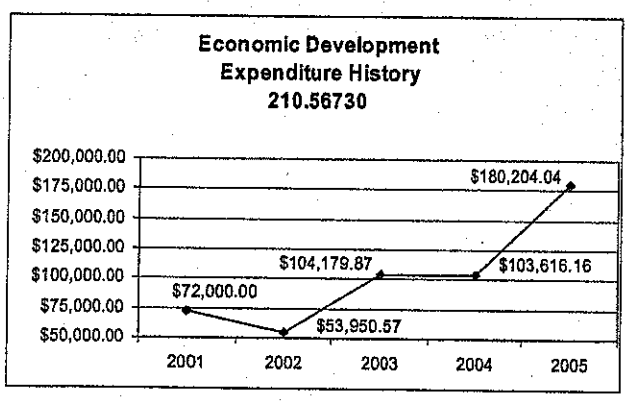
To assist our local business and industry in their expansion efforts and to attract new industry, MEDA and the City of Marshfield have established a revolving loan fund. This fund provides successful applicants with loans as low as 4 percent interest. These are high-risk loans to subsidize new businesses. Sometimes these businesses are not successful.

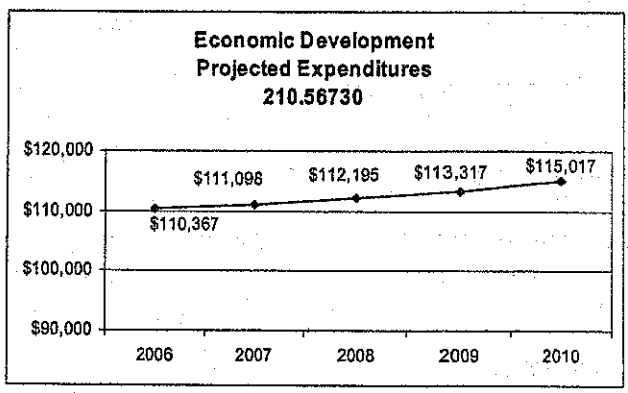
To succeed in securing these funds, the business or industry must create jobs for existing businesses, create new jobs through location of new companies to Marshfield, or retain jobs in the city which would otherwise be lost. The following distribution priorities have been established:

- 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 $8,248 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 13 approved commercial loans through this program.

GRAPHS:


Economic Development
Expenditure History
210.56730
$200,000.00
$175,000.00
$150,000.00
$125,000.00
$100,000.00
$75,000.00
$50,000.00
$72,000.00
$53,950.57
$104,179.87
$103,616.16
$180,204.04
2001
2002
2003
2004
2005


Economic Development
Projected Expenditures
210.56730
$120,000
$110,000
$100,000
$90,000
$110,367
$111,098
$112,195
$113,317
$115,017
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ECONOMIC DEVELOPMENT FUND						
TAXES						
GENERAL PROPERTY TAXES 210.41000.0000.41110	50,000.00	47,300.00	47,300.00	49,188.00	49,288.00	
TOTALS: TAXES	50,000.00	47,300.00	47,300.00	49,188.00	49,288.00	
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 210.48000.0000.48110	24,603.15	16,000.00	34,756.00	35,000.00	35,000.00	
REVOLVING LOAN INTEREST 210.48000.0000.48170	30,021.51	31,890.00	31,762.00	26,810.00	26,810.00	
TOTALS: MISCELLANEOUS REVENUE	54,624.66	47,890.00	66,518.00	61,810.00	61,810.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 210.49000.0000.49300		15,351.00				
TRANSF FR UTIL DIVIDEND FUND						
TRANSF FR SPECIAL REVENUE FD 210.49000.0225.49220	75,000.00					
TOTALS: TRANSF FR UTIL DIVIDEN	75,000.00					
TOTALS: OTHER FINANCING SOURCES	75,000.00	15,351.00				
TOTALS: ECONOMIC DEVELOPMENT FUND	179,624.66	110,541.00	113,818.00	110,998.00	111,098.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ECONOMIC DEVELOPMENT FUND						
URBAN DEVELOPMENT						
PROJECT						
GRANTS CONTRIB INDEMNITIES	75,000.00					
TOTALS: PROJECT	75,000.00					
TOTALS: URBAN DEVELOPMENT	75,000.00					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
ECONOMIC DEVELOPMENT						
PROJECT						
PERSONAL SERVICES	5,204.04	7,691.00	7,517.00	8,248.00	8,248.00	
CONTRACTUAL SERVICES	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	
SUPPLIES AND EXPENSES		550.00	550.00	550.00	550.00	
GRANTS CONTRIB INDEMNITIES	50,000.00	52,300.00	52,300.00	52,200.00	52,300.00	
TOTALS: PROJECT	105,204.04	110,541.00	110,367.00	110,998.00	111,098.00	
TOTALS: ECONOMIC DEVELOPMENT	105,204.04	110,541.00	110,367.00	110,998.00	111,098.00	
TOTALS: ECONOMIC DEVELOPMENT FUND	180,204.04	110,541.00	110,367.00	110,998.00	111,098.00	

BUSINESS IMPROVEMENT DISTRICT FUND
FUND 214

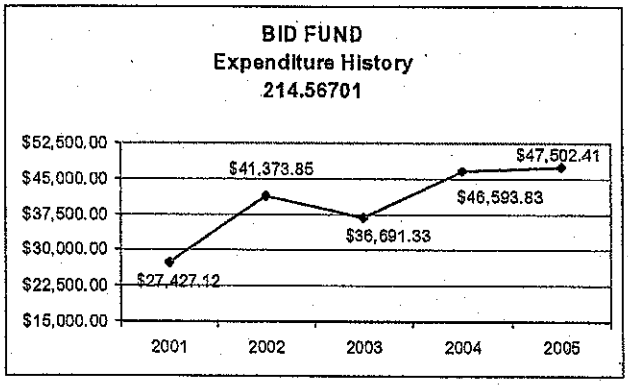
OVERVIEW

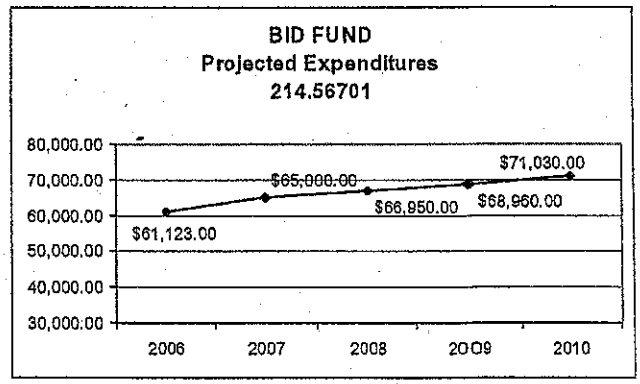
In 1990, the Common Council created the Downtown Marshfield Business Improvement District. The purpose of the district is to provide a mechanism of self-assessment to property owners within the Business Improvement District. The District is governed by a 7-member Board which is currently comprised of 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. 2007 budget is $65,000. This is the amount of revenue that will be generated by establishing an estimated assessment rate at $1.45 per $1,000 in estimated assessed valuation.

GRAPHS





CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
BID FUND						
PUBLIC CHARGES FOR SERVICES						
ECONOMIC DEVELOPMENT 214.46000.0000.46850	46,248.98	62,800.00	61,123.00	65,000.00	65,000.00	
TOTALS: PUBLIC CHARGES FOR SERVI	46,248.98	62,800.00	61,123.00	65,000.00	65,000.00	
MISCELLANEOUS REVENUE						
INTEREST ON SPEC ASSESSMENTS 214.48000.0000.48130	633.03	150.00	200.00	200.00	200.00	
TOTALS: MISCELLANEOUS REVENUE	633.03	150.00	200.00	200.00	200.00	
TOTALS: BID FUND	46,882.01	62,950.00	61,323.00	65,200.00	65,200.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
BID FUND						
MAIN STREET PROGRAM						
PROJECT						
GRANTS CONTRIB INDEMNITIES	47,502.41	62,950.00	61,123.00	65,000.00	65,000.00	
TOTALS: PROJECT	47,502.41	62,950.00	61,123.00	65,000.00	65,000.00	
TOTALS: MAIN STREET PROGRAM	47,502.41	62,950.00	61,123.00	65,000.00	65,000.00	
TOTALS: BID FUND	47,502.41	62,950.00	61,123.00	65,000.00	65,000.00	

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 2007 budget is $275. This represents the costs associated with the grant program: loan satisfactions, legal services, and miscellaneous supplies. $2,000 is anticipated as revenues from investments in 2007.

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
REVOLVING LOAN FUND						
MISCELLANEOUS REVENUE						
INTEREST ON GENERAL INVESTMT 216.48000.0000.48110	1,603.69	1,500.00	2,500.00	2,000.00	2,000.00	
TOTALS: MISCELLANEOUS REVENUE	1,603.69	1,500.00	2,500.00	2,000.00	2,000.00	
OTHER FINANCING SOURCES						
TRANSF FR C.D.B.G. FUND						
TRANSF FR SPECIAL REVENUE FD 216.49000.0208.49220	65,630.15					
TOTALS: TRANSF FR C.D.B.G. FUN	65,630.15					
TOTALS: OTHER FINANCING SOURCES	65,630.15					
TOTALS: REVOLVING LOAN FUND	67,233.84	1,500.00	2,500.00	2,000.00	2,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
REVOLVING LOAN FUND						
CDBG. ADMINISTRATION						
PROJECT						
CONTRACTUAL SERVICES	172.00	200.00	150.00	175.00	175.00	
SUPPLIES AND EXPENSES		125.00		100.00	100.00	
TOTALS: PROJECT	172.00	325.00	150.00	275.00	275.00	
TOTALS: CDBG. ADMINISTRATION	172.00	325.00	150.00	275.00	275.00	
TOTALS: REVOLVING LOAN FUND	172.00	325.00	150.00	275.00	275.00	

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.

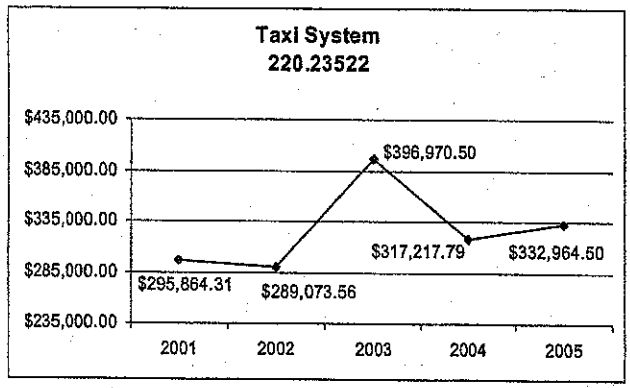
SERVICES AND WORK PROGRAMS:

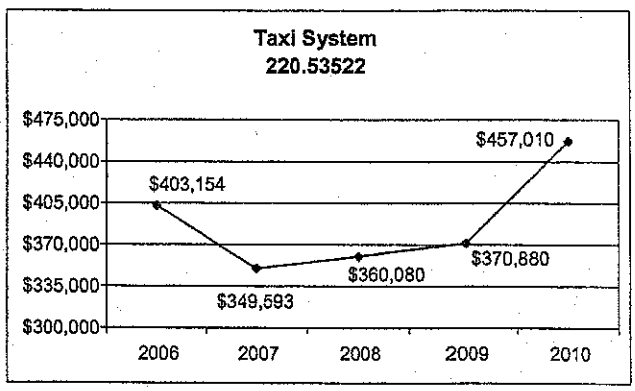
The taxi system provides service for about 78,500 transports to the citizens of Marshfield. It operates during the hours of 6:00 a.m. to 12:00 midnight, 7 days a week. There are 12 taxis for daily service as well as a chair lift van for people in wheel chairs. This is a state and federally funded program. 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 2007 appropriation for the Taxi System is $349,593. Fares for 2007 will increase $.40 for regular riders and $.20 for special riders. The 2007 rates will then be $3.90 and $1.95 respectively. The 2007 fare for the shuttle bus will also increase $1.00 to $16.00. The shuttle bus now transports their riders to Tomah, WI. The 2007 budget includes a request for one taxicab/radio for $25,000. The city's portion of this budget for 2007 is $27,534 which was available by applying fund balance ($5,000) and levying general property taxes ($22,534); the remaining $342,059 is being funded by state and federal appropriations.

GRAPHS:





CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TAXI SYSTEM FUND						
TAXES						
GENERAL PROPERTY TAXES 220.41000.0000.41110				27,534.00	22,534.00	
TOTALS: TAXES				27,534.00	22,534.00	
INTERGOVERNMENTAL REVENUES						
ST GRANTS, OTH TR AID (TAXI) 220.43000.0000.43537	323,626.00	403,732.00	371,406.00	342,059.00	342,059.00	
TOTALS: INTERGOVERNMENTAL REVENU	323,626.00	403,732.00	371,406.00	342,059.00	342,059.00	
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		13,575.00			5,000.00	
TOTALS: OTHER FINANCING SOURCES		13,575.00			5,000.00	
TOTALS: TAXI SYSTEM FUND	325,591.00	417,307.00	371,406.00	369,593.00	369,593.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TAXI SYSTEM FUND						
TAXI SYSTEM						
PROJECT						
SUPPLIES AND EXPENSES	69.84		80.00	100.00	100.00	
GRANTS CONTRIB INDEMNITIES	332,894.66	342,307.00	335,274.00	324,493.00	324,493.00	
CAPITAL OUTLAY		75,000.00	67,800.00	25,000.00	25,000.00	
TOTALS: PROJECT	332,964.50	417,307.00	403,154.00	349,593.00	349,593.00	
TOTALS: TAXI SYSTEM	332,964.50	417,307.00	403,154.00	349,593.00	349,593.00	
TOTALS: TAXI SYSTEM FUND	332,964.50	417,307.00	403,154.00	349,593.00	349,593.00	

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 2007; therefore none is included in the recommended 2007 budget. The estimated fund balance on December 31, 2007 is $243,012. There are no recommended 2007 expenditures included in this fund.

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	359,717.00					
TOTALS: PROJECT	359,717.00					
TOTALS: OTHER FINANCING USES	359,717.00					
TOTALS: UTILITY DIVIDEND FUND	359,717.00					

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 2007, the recommended expenditure budget is $168,172 and is funded by the estimated 2007 revenues anticipated from the cable television franchise fees ($168,572).

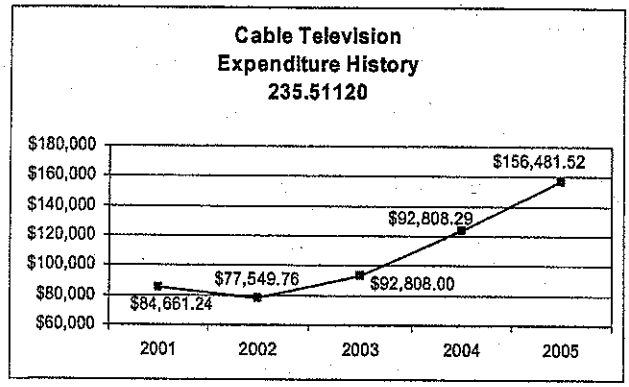
The primary reason for the $37,665 reduction in the budget is that the 2006 budget, as amended, included costs for studio improvements for their new facility.

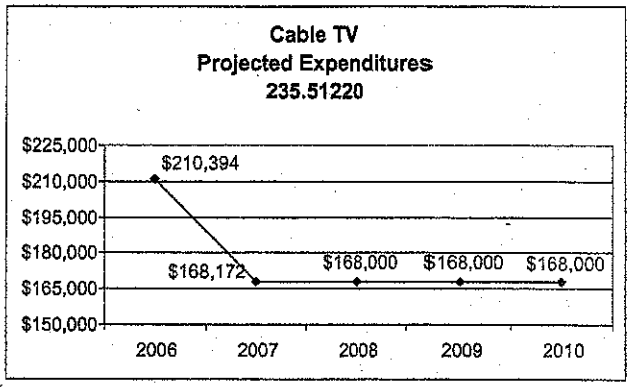
There is $5,200 in capital outlay purchases in 2007, including 1 camcorder with accessories and a tripod for the same. The budget also includes $42,000 in contractual services for technical support for expanded production services and clerical support.

SCHEDULE OF DEPARTMENT EXPENDITURES:

	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Total	$156,482	$205,837	$210,394	$168,172

GRAPHS:


Cable Television
Expenditure History
235.51120
$180,000
$160,000
$140,000
$120,000
$100,000
$80,000
$60,000
$84,661.24
$77,549.76
$92,808.00
$92,808.29
$156,481.52
2001
2002
2003
2004
2005


Cable TV
Projected Expenditures
235.51220
$225,000
$210,000
$195,000
$180,000
$165,000
$150,000
$210,394
$168,172
$168,000
$168,000
$168,000
2006
2007
2008
2009
2010

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CABLE TELEVISION FUND						
LICENSES AND PERMITS						
CABLE FRANCHISE FEES 235.44000.0000.44121	170,601.23	171,000.00	170,000.00	168,172.00	168,172.00	
TOTALS: LICENSES AND PERMITS	170,601.23	171,000.00	170,000.00	168,172.00	168,172.00	
PUBLIC CHARGES FOR SERVICES						
CABLE FEES 235.46000.0000.46115	20.00	200.00	100.00	400.00	400.00	
TOTALS: PUBLIC CHARGES FOR SERVI	20.00	200.00	100.00	400.00	400.00	
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 235.49000.0000.49300		34,837.00				
TOTALS: OTHER FINANCING SOURCES		34,837.00				
TOTALS: CABLE TELEVISION FUND	170,621.23	206,037.00	170,100.00	168,572.00	168,572.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CABLE TELEVISION FUND						
CABLE TELEVISION						
PROJECT						
CONTRACTUAL SERVICES	69,485.18	105,383.00	70,585.00	109,734.00	109,734.00	
SUPPLIES AND EXPENSES	22,468.63	20,602.00	19,102.00	20,878.00	20,878.00	
FIXED CHARGES	2,676.25	24,861.00	23,716.00	32,360.00	32,360.00	
CAPITAL OUTLAY	61,851.46	54,991.00	96,991.00	5,200.00	5,200.00	
TOTALS: PROJECT	156,481.52	205,837.00	210,394.00	168,172.00	168,172.00	
TOTALS: CABLE TELEVISION	156,481.52	205,837.00	210,394.00	168,172.00	168,172.00	
TOTALS: CABLE TELEVISION FUND	156,481.52	205,837.00	210,394.00	168,172.00	168,172.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CABLE TELEVISION						
PROJECT						
CONTRACTUAL SERVICES	151.25					
TOTALS: PROJECT	151.25					
TOTALS: CABLE TELEVISION	151.25					

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 $1,240,171,500; therefore, our statutory debt limitation is $62,008,575. As of January 1, 2007, the City's outstanding general obligation debt will stand at $23,395,226. This amount will represent 37.7% of our maximum statutory debt capacity, providing a debt margin of $38,613,349.

Including the recommended $2,883,121 in 2007 debt as shown on the next page and the scheduled 2007 principal payments totaling $3,385,226, the City's projected outstanding debt as of December 31, 2007 decreases to $22,893,121. This amount would represent 36.9% of our maximum statutory debt capacity, providing a debt margin of $39,115,454 without projecting any change in equalized valuation for 2007.

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 2007 long-term borrowing is shown on the next page. The Administrator's recommended 2007 budget includes $375,000 additional Non-CIP long-term borrowing to finance the purchase of a Fire Pumper Truck and $508,121 for TIF#8 Northway Mall per terms of the Developers Agreement. No long-term borrowing is recommended for the Internal Service Fund in 2007.

2007 DEBT SERVICE REQUIREMENTS:

A sum of $4,068,534 is recommended in the two debt service funds to meet 2007 principal and interest payments on outstanding debt. Of this amount, $3,219,329 is budgeted for principal payments and $849,205 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 2007 debt service funds. Rather, the cost of borrowing ($34,300) 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 2007 budgets are $1,000.

PROJECTED 2007 LONG-TERM BORROWING:

Long-term borrowing is projected in 2007 to finance the following projects, as planned in the City's 2006-2010 Capital Improvement Program and Administrator's Recommended Budget:

CIP Proj. #	Fund #	Project Description	Cost
EN-A-1710	401	South Central Avenue Reconstruction (2nd to 21st)	$75,000
EN-C-1772	401	West 5th Street Reconstruction - Oak to Adams	256,000
EN-D-1748	432	TIF #7 Yellowstone Industrial Park	755,000
EN-D-1773	401	Vine Avenue Reconstruction - 17th to 21st	240,000
EN-E-1921	401	29th Street & Veterans Parkway - Traffice Signals	74,000
EN-N-1784	401	New Sidewalk - 2007 Paving Projects & Orders	48,000
EN-N-1879	422	Lincoln Avenue & Spencer Street - Watermain	160,000
SW-G-6717	407	Vine Avenue Storm Sewer - Mill Creek to 17th	242,000
SW-H-6718	407	West 5th Street Storm Sewer - Oak to Adams	150,000
N/A	412	Reserve Fire Engine - Pumper	375,000
N/A	433	TIF #8 Northway Mall Development Agreement	508,121
			$2,883,121

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
2005	24,280,182.76	2,972,367.33	1,015,790.87	3,988,158.20	24,352,815.43
2006	24,352,815.43	6,397,589.41	1,040,771.66	7,438,361.07	23,395,226.02
2007	23,395,226.02	3,385,226.02	881,695.48	4,266,921.50	20,010,000.00
2008	20,010,000.00	3,083,539.14	780,573.59	3,864,112.73	16,926,460.86
2009	16,926,460.86	2,993,528.43	666,570.54	3,660,098.97	13,932,932.43
2010	13,932,932.43	2,585,454.85	561,284.13	3,146,738.98	11,347,477.58
2011	11,347,477.58	2,262,477.58	466,035.14	2,728,512.72	9,085,000.00
2012	9,085,000.00	1,890,000.00	381,871.26	2,271,871.26	7,195,000.00
2013	7,195,000.00	1,275,000.00	318,493.76	1,593,493.76	5,920,000.00
2014	5,920,000.00	1,310,000.00	265,658.76	1,575,658.76	4,610,000.00
2015	4,610,000.00	1,300,000.00	211,361.25	1,511,361.25	3,310,000.00
2016	3,310,000.00	925,000.00	163,051.25	1,088,051.25	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		$32,765,182.76	$7,195,272.69	$39,960,455.45	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STATE TRUST FUND LOAN FUND						
TAXES						
GENERAL PROPERTY TAXES 302.41000.0000.41110	661.00					
TOTALS: TAXES	661.00					
TOTALS: STATE TRUST FUND LOAN FUND	661.00					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
LONG-TERM DEBT FUND						
TAXES						
GENERAL PROPERTY TAXES 303.41000.0000.41110	2,089,307.67	1,837,967.00	1,837,967.00	1,766,345.00	1,766,345.00	
TOTALS: TAXES	2,089,307.67	1,837,967.00	1,837,967.00	1,766,345.00	1,766,345.00	
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 303.49000.0000.49120			2,962,357.00			
FUND BALANCES APPLIED 303.49000.0000.49300				31,706.00	31,706.00	
TRANSF FR TID #4 FUND						
TRANSF FR CAPITAL PROJ FUND 303.49000.0428.49240	189,627.00	597,663.00	597,663.00	637,565.00	637,565.00	
TOTALS: TRANSF FR TID #4 FUND	189,627.00	597,663.00	597,663.00	637,565.00	637,565.00	
TRANSF FR TID #6 FUND(FIGIS)						
TRANSF FR CAPITAL PROJ FUND 303.49000.0429.49240	2,198.00	2,751.00	2,751.00	4,044.00	4,044.00	
TOTALS: TRANSF FR TID #6 FUND(	2,198.00	2,751.00	2,751.00	4,044.00	4,044.00	
TRANSF FR TID #5 FD (MILL CR						
TRANSF FR CAPITAL PROJ FUND 303.49000.0430.49240	113,360.00	118,090.00	118,090.00	161,182.00	161,182.00	
TOTALS: TRANSF FR TID #5 FD (M	113,360.00	118,090.00	118,090.00	161,182.00	161,182.00	
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	780,185.00	1,193,504.00	4,155,861.00	1,309,497.00	1,309,497.00	
TOTALS: LONG-TERM DEBT FUND	2,869,492.67	3,031,471.00	5,993,828.00	3,075,842.00	3,075,842.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
LONG-TERM DEBT FUND						
PRINCIPAL, G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	145,000.00	75,000.00	75,000.00	80,000.00	80,000.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	145,000.00	75,000.00	75,000.00	80,000.00	80,000.00	
TOTALS: PRINCIPAL, G.O. BONDS	145,000.00	75,000.00	75,000.00	80,000.00	80,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PRINCIPAL, LONG-TERM NTS PBL						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	2,108,417.96	2,319,362.00	5,215,351.00	2,465,067.00	2,465,067.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	2,108,417.96	2,319,362.00	5,215,351.00	2,465,067.00	2,465,067.00	
TOTALS: PRINCIPAL, LONG-TERM NTS	2,108,417.96	2,319,362.00	5,215,351.00	2,465,067.00	2,465,067.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
INTEREST, G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	137,140.63	98,072.00	98,072.00	93,703.00	93,703.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	137,140.63	98,072.00	98,072.00	93,703.00	93,703.00	
TOTALS: INTEREST, G.O. BONDS	137,140.63	98,072.00	98,072.00	93,703.00	93,703.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
INTEREST, LONG-TERM NTS PYBL						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	472,615.19	538,037.00	564,405.00	436,572.00	436,572.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	472,615.19	538,037.00	564,405.00	436,572.00	436,572.00	
TOTALS: INTEREST, LONG-TERM NTS	472,615.19	538,037.00	564,405.00	436,572.00	436,572.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES			9,284.00			
TOTALS: PROJECT			9,284.00			
TOTALS: DEBT ISSUE EXPENSE			9,284.00			

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

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FISCAL CHARGES						
PROJECT						
DEBT SERVICE	829.00	1,000.00	500.00	500.00	500.00	
TOTALS: PROJECT	829.00	1,000.00	500.00	500.00	500.00	
TOTALS: FISCAL CHARGES	829.00	1,000.00	500.00	500.00	500.00	
TOTALS: LONG-TERM DEBT FUND	2,864,002.78	3,031,471.00	5,962,612.00	3,075,842.00	3,075,842.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
G O REFUNDING BONDS FUND						
TAXES						
GENERAL PROPERTY TAXES 306.41000.0000.41110	767,721.33	837,064.00	837,064.00	823,636.00	823,636.00	
TOTALS: TAXES	767,721.33	837,064.00	837,064.00	823,636.00	823,636.00	
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 306.48000.0000.48900	46,726.72	47,172.00	47,172.00	49,609.00	49,609.00	
TOTALS: MISCELLANEOUS REVENUE	46,726.72	47,172.00	47,172.00	49,609.00	49,609.00	
OTHER FINANCING SOURCES						
TRANSFER FROM TID#3 FUND						
TRANSF FR CAPITAL PROJ FUND 306.49000.0425.49240	15,737.00	21,394.00	21,394.00	20,914.00	20,914.00	
TOTALS: TRANSFER FROM TID#3 FU	15,737.00	21,394.00	21,394.00	20,914.00	20,914.00	
TRANSFER FROM TID#2 FUND						
TRANSF FR CAPITAL PROJ FUND 306.49000.0426.49240	94,996.00	98,977.00	98,977.00	99,535.00	99,535.00	
TOTALS: TRANSFER FROM TID#2 FU	94,996.00	98,977.00	98,977.00	99,535.00	99,535.00	
TOTALS: OTHER FINANCING SOURCES	110,733.00	120,371.00	120,371.00	120,449.00	120,449.00	
TOTALS: G O REFUNDING BONDS FUND	925,181.05	1,004,607.00	1,004,607.00	993,694.00	993,694.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	570,792.50	665,410.00	665,410.00	674,263.00	674,263.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	570,792.50	665,410.00	665,410.00	674,263.00	674,263.00	
TOTALS: PRINCIPAL, G.O. BONDS	570,792.50	665,410.00	665,410.00	674,263.00	674,263.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
INTEREST, G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	357,650.70	335,723.00	335,723.00	318,931.00	318,931.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	357,650.70	335,723.00	335,723.00	318,931.00	318,931.00	
TOTALS: INTEREST, G.O. BONDS	357,650.70	335,723.00	335,723.00	318,931.00	318,931.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FISCAL CHARGES						
PROJECT						
DEBT SERVICE	810.00	500.00	500.00	500.00	500.00	
TOTALS: PROJECT	810.00	500.00	500.00	500.00	500.00	
TOTALS: FISCAL CHARGES	810.00	500.00	500.00	500.00	500.00	
TOTALS: G O REFUNDING BONDS FUND	929,253.20	1,001,633.00	1,001,633.00	993,694.00	993,694.00	

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 2007 totaling $1,082,818. They include the following:

Street Construction (57331):	
South Central Avenue, EN-A-1710 (1)	$ 75,000
5th Street (Oak to Adams), EN-C-1772 (3)	550,000
Vine Avenue (17th Street to 21st Street), CN-D-1773 (1)	240,000
Peach Avenue Underpass (2)	7,000
Washington Avenue Bridge over Mill Creek (2)	3,000
Traffic Control (57334):	
29th Street & Maple Avenue Pedestrian Signals, EN-E-1920 (2)	8,000
29th Street & Veterans Parkway Traffic Signals, EN-E-1921 (1)	74,000
New Sidewalk and/or Sidewalks without Street Construction (53432):	
ADA curb ramp repairs, EN-E-1750 (2)	29,000
New Sidewalk and/or Sidewalk without Street Construction (57344)	
Sidewalks with Paving Projects, EN-N-1784 (3)	81,900
Debt Issue Expense (58291) (1)	14,918
Total – Fund 401 – Street Construction Fund	**$1,082,818**

The **Storm Sewer Construction Fund** includes appropriations for various projects in 2007 totaling $559,972. They include the following:

Storm Sewer With Paving (57345)	
5th Street (Oak Avenue to Adams Avenue), SW-H-6718 (1)	$150,000
Storm Sewer Trunk (57346)	
Storm Water Quality Improvements, SW-G-6713 (2)	165,000
South Vine Avenue Detention Basin, SW-G-6714 (2)	2,972
Vine Avenue (Mill Creek to 17th Street, SW-G-6717 (1)	242,000
Total – Fund 407 – Storm Sewer Construction Fund	**$559,972**

The **Fire Protection Outlay Fund's** appropriation is for the following equipment:

Reserve Fire Engine (Pumper) (1)	$375,000

This pumper would be an additional new engine and would be placed on the front line in lieu of a 1982 engine. The 1982 engine would be kept in reserve status.

Debt Issue Expense (58291) (1)	4,481
Total – Fund 412 – Fire Protection Outlay Fund	**$379,481**

The **Airport Outlay Fund's** appropriation is for the following project:

Airport Office Terminal Parking Lot/Gen Aviation Ramp, AI-N-3802 (2)	$3,750

The total estimated cost of this project is $150,000 with both the federal and state paying $146,250 toward the cost. The above amount represents only the city's share of this project.

Total – Fund 415 – Airport Outlay Fund	**$3,750**

In the **Parks & Recreation Capital Project Fund** there are appropriations totaling $105,000 for the following projects:

Expo Building Improvements, FG-K-5602 (2)	$ 25,000
OACC Door & Window Replacement, PR-K-2835 (2)	15,000
Park Maint. Building Roof Repairs, PR-L-2843 (2)	65,000
Total – Fund 420 – Parks & Recreation Capital Project Fund	**$105,000**

In the **Water Main Construction Fund's** there are appropriations totaling $105,000 for the following project:

Lincoln Avenue & Spencer Street, EN-N-1879 (1)	$160,000
Total – Fund 422 – Water Main Construction Capital Project Fund	**$160,000**

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), Tax Incremental District No. 7 Fund (Yellowstone Industrial Park) and the Tax Incremental District No. 8 (Northway Mall Redevelopment),** 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	$ 156
Transfer to Debt Service Fund	20,914
TOTAL	$21,070
TID #2 (Purdy Project)	
Auditing Services	$ 156
Transfer to Debt Service Fund	99,535
TOTAL	$99,691
TID #4 (Downtown)	
Auditing Services	$ 259
Transfer to Debt Service Fund	637,565
TOTAL	$637,824

TID #6 (Figi's Project)	
Auditing Services	$ 156
Transfer to Debt Service Fund	4,044
TOTAL	$4,200
TID #5 (Mill Creek Business Park)	
Auditing Services	$ 259
Transfer to Debt Service Fund	161,182
TOTAL	$161,441
TID #7 (Yellowstone Industrial Park)	
Auditing Services	$ 259
Debt Issue Expenses (1)	9,017
Yellowstone Industrial Park, EN-D-1748 (1)	755,000
TOTAL	$764,276
TID #8 (Northway Wall Redevelopment)	
Auditing Services	$ 156
Debt Issue Expenses (1)	5,634
Northway Mall TIF (3)	484,494
TOTAL	$490,284

The **City Hall Remodeling Fund** includes an appropriation for the following project in 2007:

City Hall Plaza Exterior Windows Resealing/Repair, BS-K-3916 (2)	80,000
City Hall Plaza 5th Floor Finance Dept. Remodel, BS-K-3926 (2)	10,000
City Hall Plaza Emergency Generator Connection to Elevator (2)	5,000
Total – Fund 437 – City Hall Remodeling Fund	**$95,000**

The **UW Building/Remodeling Project Fund** includes an appropriations for the following project in 2007:

Utility & Facilities Upgrade, UW-K-7307 (2)	$43,750
Parking Lot Repair, UW-K-7303 (2)	26,048
Total – Fund 440 – UW Building/Remodeling Project Fund	**$69,798**

(1) Funded by the issuance of long-term debt
(2) Funded by tax levy
(3) Funded by both long-term debt and tax levy

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STREET CONSTRUCTION FUND						
TAXES						
GENERAL PROPERTY TAXES 401.41000.0000.41110	328,537.00	479,852.00	479,852.00	359,900.00	367,900.00	
TOTALS: TAXES	328,537.00	479,852.00	479,852.00	359,900.00	367,900.00	
INTERGOVERNMENTAL REVENUES						
LOCAL ROAD IMPROVEMENT PROGR 401.43000.0000.43534	52,153.72	56,000.00	52,108.00			
TOTALS: INTERGOVERNMENTAL REVENU	52,153.72	56,000.00	52,108.00			
PUBLIC CHARGES FOR SERVICES						
HIGHWAY MAINT & CONSTR FEES 401.46000.0000.46311	50,783.64	10,527.00				
TOTALS: PUBLIC CHARGES FOR SERVI	50,783.64	10,527.00				
INTERGOVT CHGS FOR SERVICES						
OTH LOC GOVT, TRANSP-HWY/ST 401.47000.0000.47331	1,659.68					
TOTALS: INTERGOVT CHGS FOR SERVI	1,659.68					
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 401.49000.0000.49120	1,579,799.26	1,059,000.00	1,059,000.00	707,918.00	707,918.00	
FUND BALANCES APPLIED 401.49000.0000.49300		64,000.00			7,000.00	
TRANSF FR UTIL DIVIDEND FUND						
TRANSF FR SPECIAL REVENUE FD 401.49000.0225.49220	260,000.00					
TOTALS: TRANSF FR UTIL DIVIDEN	260,000.00					
TOTALS: OTHER FINANCING SOURCES	1,839,799.26	1,123,000.00	1,059,000.00	707,918.00	714,918.00	
TOTALS: STREET CONSTRUCTION FUND	2,272,933.30	1,669,379.00	1,590,960.00	1,067,818.00	1,082,818.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STREET CONSTRUCTION FUND						
STREET OPENINGS						
PROJECT						
PERSONAL SERVICES	11,680.65	19,460.00	33,335.00			
CONTRACTUAL SERVICES	6,694.00	177,000.00	202,000.00			
SUPPLIES AND EXPENSES	4,295.01		53,530.00			
BUILDING MATERIALS	3,022.35		4,300.00			
FIXED CHARGES	1,522.65					
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	112,237.26					
COST REALLOCATIONS						
TOTALS: PROJECT	139,451.92	196,460.00	293,165.00			
TOTALS: STREET OPENINGS	139,451.92	196,460.00	293,165.00			

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
NEW SIDEWALK O/L W/O ST RECO						
PROJECT						
PERSONAL SERVICES	1,638.69	3,883.00	3,920.00	2,478.00	2,478.00	
CONTRACTUAL SERVICES	2,500.00	25,000.00	70,000.00	26,392.00	26,392.00	
SUPPLIES AND EXPENSES	69.60		400.00	130.00	130.00	
BUILDING MATERIALS	21,120.00					
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	25,328.29	28,883.00	74,320.00	29,000.00	29,000.00	
TOTALS: NEW SIDEWALK O/L W/O ST	25,328.29	28,883.00	74,320.00	29,000.00	29,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
HWY & STREET OUTLAY (LOCAL)						
PROJECT						
PERSONAL SERVICES	93,120.88	59,036.00	87,789.00	84,481.00	84,481.00	
CONTRACTUAL SERVICES	1,326,330.81	1,311,000.00	1,869,548.00	786,649.00	786,649.00	
SUPPLIES AND EXPENSES	10,563.16		7,640.00	3,870.00	3,870.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	1,076.10		300.00			
COST REALLOCATIONS						
TOTALS: PROJECT	1,431,090.95	1,370,036.00	1,965,277.00	875,000.00	875,000.00	
TOTALS: HWY & STREET OUTLAY (LOC	1,431,090.95	1,370,036.00	1,965,277.00	875,000.00	875,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TRAFFIC CONTROL						
PROJECT						
PERSONAL SERVICES				2,957.00	2,957.00	
CONTRACTUAL SERVICES				79,043.00	79,043.00	
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT				82,000.00	82,000.00	
TOTALS: TRAFFIC CONTROL				82,000.00	82,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
NEW SIDEWALK O/L W/O ST RECO						
PROJECT						
PERSONAL SERVICES				1,012.00	1,012.00	
CONTRACTUAL SERVICES	9,277.92		12,720.00	65,888.00	80,888.00	
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	9,277.92		12,720.00	66,900.00	81,900.00	
TOTALS: NEW SDWLK O/L W/O ST REC	9,277.92		12,720.00	66,900.00	81,900.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES	24,191.26	26,900.00	24,000.00	14,868.00	14,868.00	
SUPPLIES AND EXPENSES		100.00	26.00	50.00	50.00	
TOTALS: PROJECT	24,191.26	27,000.00	24,026.00	14,918.00	14,918.00	
TOTALS: DEBT ISSUE EXPENSE	24,191.26	27,000.00	24,026.00	14,918.00	14,918.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	47,000.00	47,000.00			
TOTALS: PROJECT	112,000.00	47,000.00	47,000.00			
TOTALS: OTHER FINANCING USES	112,000.00	47,000.00	47,000.00			
TOTALS: STREET CONSTRUCTION FUND	1,741,340.34	1,669,379.00	2,416,508.00	1,067,818.00	1,082,818.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
URBAN DEVELOPMENT FUND						
TAXES						
GENERAL PROPERTY TAXES				27,140.00		
403.41000.0000.41110						
TOTALS: TAXES				27,140.00		
INTERGOVERNMENTAL REVENUES						
ECONOMIC DEVELOPMENT GRANTS	(53,280.86)					
403.43000.0000.43581						
TOTALS: INTERGOVERNMENTAL REVENU	(53,280.86)					
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED		44,611.00				
403.49000.0000.49300						
TRANSFER FROM GENERAL FUND						
TRANSFER FROM GENERAL FUND					27,140.00	
403.49000.0101.49210						
TOTALS: TRANSFER FROM GENERAL					27,140.00	
TOTALS: OTHER FINANCING SOURCES		44,611.00			27,140.00	
TOTALS: URBAN DEVELOPMENT FUND	(53,280.86)	44,611.00		27,140.00	27,140.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
URBAN DEVELOPMENT FUND						
URBAN DEVELOPMENT						
PROJECT						
PERSONAL SERVICES	1,128.19					
CONTRACTUAL SERVICES	16,016.01					
SUPPLIES AND EXPENSES	1,326.40					
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	18,470.60					
TOTALS: URBAN DEVELOPMENT	18,470.60					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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		44,611.00				
TOTALS: PROJECT		44,611.00				
TOTALS: OTHER FINANCING USES		44,611.00				
TOTALS: URBAN DEVELOPMENT FUND	18,470.60	44,611.00				

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STORM SEWER CONSTRCTION FUND						
TAXES						
GENERAL PROPERTY TAXES 407.41000.0000.41110	71,241.00	240,389.00	240,389.00	221,988.00	221,988.00	
TOTALS: TAXES	71,241.00	240,389.00	240,389.00	221,988.00	221,988.00	
INTERGOVERNMENTAL REVENUES						
STATE GRANTS-STORMWATER 407.43000.0000.43550		23,800.00	23,800.00			
TOTALS: INTERGOVERNMENTAL REVENU		23,800.00	23,800.00			
INTERGOVT CHGS FOR SERVICES						
MISCELLANEOUS ENGINEERING 407.47000.0000.47421			4,083.00			
TOTALS: INTERGOVT CHGS FOR SERVI			4,083.00			
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 407.49000.0000.49120	350,000.00	805,000.00	805,000.00	392,000.00	392,000.00	
ANSF FR STREET CONSTR FUND						
TRANSF FR CAPITAL PROJ FUND 407.49000.0401.49240	112,000.00	47,000.00	47,000.00			
TOTALS: TRANSF FR STREET CONST	112,000.00	47,000.00	47,000.00			
TOTALS: OTHER FINANCING SOURCES	462,000.00	852,000.00	852,000.00	392,000.00	392,000.00	
TOTALS: STORM SEWER CONSTRCTION FU	533,241.00	1,116,189.00	1,120,272.00	613,988.00	613,988.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STORM SEWER CONSTRUCTION FUND						
STORM SEWER CONST (W/PAVING)						
PROJECT						
PERSONAL SERVICES	14,304.60	3,747.00	11,838.00	12,260.00	12,260.00	
CONTRACTUAL SERVICES	337,186.00	78,200.00	261,269.00	137,130.00	137,130.00	
SUPPLIES AND EXPENSES	642.21		21,400.00	610.00	610.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	352,132.81	81,947.00	294,507.00	150,000.00	150,000.00	
TOTALS: STORM SEWER CONST (W/PAV	352,132.81	81,947.00	294,507.00	150,000.00	150,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STORM SEWER CONSTR (TRUNK)						
PROJECT						
PERSONAL SERVICES	12,552.60	89,007.00	99,292.00	44,449.00	44,449.00	
CONTRACTUAL SERVICES	(17,032.92)	906,368.00	879,600.00	363,203.00	363,203.00	
SUPPLIES AND EXPENSES	354.60	23,320.00	26,413.00	2,320.00	2,320.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	(4,125.72)	1,018,695.00	1,005,305.00	409,972.00	409,972.00	
TOTALS: STORM SEWER CONSTR (TRUN	(4,125.72)	1,018,695.00	1,005,305.00	409,972.00	409,972.00	
TOTALS: STORM SEWER CONSTRCTION FU	348,007.09	1,100,642.00	1,299,812.00	559,972.00	559,972.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FIRE PROTECTION FUND						
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 412.49000.0000.49120				379,481.00	379,481.00	
TRANSFER FROM GENERAL FUND						
TRANSFER FROM GENERAL FUND 412.49000.0101.49210	2,000.00					
TOTALS: TRANSFER FROM GENERAL	2,000.00					
TOTALS: OTHER FINANCING SOURCES	2,000.00			379,481.00	379,481.00	
TOTALS: FIRE PROTECTION FUND	2,000.00			379,481.00	379,481.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
FIRE PROTECTION FUND						
FIRE PROTECTION OUTLAY						
PROJECT						
CAPITAL OUTLAY	1,797.00			375,000.00	375,000.00	
TOTALS: PROJECT	1,797.00			375,000.00	375,000.00	
TOTALS: FIRE PROTECTION OUTLAY	1,797.00			375,000.00	375,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES				4,481.00	4,481.00	
TOTALS: PROJECT				4,481.00	4,481.00	
TOTALS: DEBT ISSUE EXPENSE				4,481.00	4,481.00	
TOTALS: FIRE PROTECTION FUND	1,797.00			379,481.00	379,481.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
AIRPORT OUTLAY FUND						
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 415.49000.0000.49120		163,000.00	163,000.00			
PRO FR L-TRM DBT, ST TR FD L 415.49000.0000.49140		155,000.00	155,000.00			
FUND BALANCES APPLIED 415.49000.0000.49300		2,000.00		3,750.00	3,750.00	
TOTALS: OTHER FINANCING SOURCES		320,000.00	318,000.00	3,750.00	3,750.00	
TOTALS: AIRPORT OUTLAY FUND		320,000.00	318,000.00	3,750.00	3,750.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
AIRPORT OUTLAY FUND						
AIRPORT OUTLAY						
PROJECT						
CAPITAL OUTLAY		320,000.00	320,000.00	3,750.00	3,750.00	
TOTALS: PROJECT		320,000.00	320,000.00	3,750.00	3,750.00	
TOTALS: AIRPORT OUTLAY		320,000.00	320,000.00	3,750.00	3,750.00	
TOTALS: AIRPORT OUTLAY FUND		320,000.00	320,000.00	3,750.00	3,750.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARKS & RECR CAPITAL PROJ FD						
TAXES						
GENERAL PROPERTY TAXES 420.41000.0000.41110				102,000.00	105,000.00	
TOTALS: TAXES				102,000.00	105,000.00	
INTERGOVERNMENTAL REVENUES						
ST GRANTS, CULTURE RECR EDUC 420.43000.0000.43570			40,000.00			
TOTALS: INTERGOVERNMENTAL REVENU			40,000.00			
MISCELLANEOUS REVENUE						
SALE OF OTH EQUIP & PROPERTY 420.48000.0000.48309	4,075.74		100.00			
ZOO DONAT & CONTR FR PR ORG 420.48000.0000.48513		15,000.00				
TOTALS: MISCELLANEOUS REVENUE	4,075.74	15,000.00	100.00			
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 420.49000.0000.49300		76,292.00				
TRANSFER FROM GENERAL FUND						
TRANSFER FROM GENERAL FUND 420.49000.0101.49210		6,083.00				
TOTALS: TRANSFER FROM GENERAL		6,083.00				
TRANSF FR PARKS O/L RM TX FD						
TRANSF FR SPECIAL REVENUE FD 420.49000.0202.49220	15,000.00					
TOTALS: TRANSF FR PARKS O/L RM	15,000.00					
TOTALS: OTHER FINANCING SOURCES	15,000.00	82,375.00				
TOTALS: PARKS & RECR CAPITAL PROJ	19,075.74	97,375.00	40,100.00	102,000.00	105,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARKS & RECR CAPITAL PROJ FD						
STORM SEWER CONSTR (TRUNK)						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES	1,523.19					
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	2,614.00	51,292.00	51,292.00			
COST REALLOCATIONS						
TOTALS: PROJECT	4,137.19	51,292.00	51,292.00			
TOTALS: STORM SEWER CONSTR (TRUN	4,137.19	51,292.00	51,292.00			

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
PARKS OUTLAY						
PROJECT						
PERSONAL SERVICES	14,796.63					
CONTRACTUAL SERVICES	1,735.00		15,000.00			
SUPPLIES AND EXPENSES	19,044.77					
BUILDING MATERIALS	6,612.11					
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	155,910.22	15,000.00		77,000.00	80,000.00	
COST REALLOCATIONS						
TOTALS: PROJECT	198,098.73	15,000.00	15,000.00	77,000.00	80,000.00	
TOTALS: PARKS OUTLAY	198,098.73	15,000.00	15,000.00	77,000.00	80,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
OTHER CULTURE & RECR OUTLAY						
PROJECT						
CAPITAL OUTLAY	25,000.00	31,083.00	31,017.00	25,000.00	25,000.00	
TOTALS: PROJECT	25,000.00	31,083.00	31,017.00	25,000.00	25,000.00	
TOTALS: OTHER CULTURE & RECR OUT	25,000.00	31,083.00	31,017.00	25,000.00	25,000.00	
TOTALS: PARKS & RECR CAPITAL PROJ	227,235.92	97,375.00	97,309.00	102,000.00	105,000.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
WATER MAIN CONSTR O/L FUND						
TAXES						
GENERAL PROPERTY TAXES 422.41000.0000.41110	157,758.00			15,719.00		
TOTALS: TAXES	157,758.00			15,719.00		
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 422.48000.0000.48900	1,480.00					
TOTALS: MISCELLANEOUS REVENUE	1,480.00					
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 422.49000.0000.49120	758,000.00			160,000.00	160,000.00	
TRANSFER FROM GENERAL FUND						
TRANSFER FROM GENERAL FUND 422.49000.0101.49210					15,719.00	
TOTALS: TRANSFER FROM GENERAL					15,719.00	
TOTALS: OTHER FINANCING SOURCES	758,000.00			160,000.00	175,719.00	
TOTALS: WATER MAIN CONSTR O/L FUND	917,238.00			175,719.00	175,719.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
WATER MAIN CONSTR O/L FUND						
WATER MAIN CONSTRUCTION						
PROJECT						
PERSONAL SERVICES	54,316.88		4,075.00	15,306.00	15,306.00	
CONTRACTUAL SERVICES	794,188.64		4,377.00	143,844.00	143,844.00	
SUPPLIES AND EXPENSES	9,398.03		140.00	850.00	850.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	857,903.55		8,592.00	160,000.00	160,000.00	
TOTALS: WATER MAIN CONSTRUCTION	857,903.55		8,592.00	160,000.00	160,000.00	
TOTALS: WATER MAIN CONSTR O/L FUND	857,903.55		8,592.00	160,000.00	160,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #3 FUND (TOWER HALL)						
TAXES						
TAX INCREMENTS 425.41000.0000.41121	16,660.19	16,534.00	16,521.00	2,206.00	2,206.00	
TOTALS: TAXES	16,660.19	16,534.00	16,521.00	2,206.00	2,206.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 425.43000.0000.43430	7.00	5.00	94.00	95.00	95.00	
TOTALS: INTERGOVERNMENTAL REVENU	7.00	5.00	94.00	95.00	95.00	
MISCELLANEOUS REVENUE						
OTHER MISCELLANEOUS REVENUE 425.48000.0000.48900	(6,981.05)	5,004.00	5,016.00	18,769.00	18,769.00	
TOTALS: MISCELLANEOUS REVENUE	(6,981.05)	5,004.00	5,016.00	18,769.00	18,769.00	
TOTALS: TID #3 FUND (TOWER HALL)	9,686.14	21,543.00	21,631.00	21,070.00	21,070.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #3 FUND (TOWER HALL)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	142.00	149.00	149.00	156.00	156.00	
TOTALS: PROJECT	142.00	149.00	149.00	156.00	156.00	
TOTALS: URBAN DEVELOPMENT	142.00	149.00	149.00	156.00	156.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	15,737.00	21,394.00	21,394.00	20,914.00	20,914.00	
TOTALS: PROJECT	15,737.00	21,394.00	21,394.00	20,914.00	20,914.00	
TOTALS: OTHER FINANCING USES	15,737.00	21,394.00	21,394.00	20,914.00	20,914.00	
TOTALS: TID #3 FUND (TOWER HALL)	15,879.00	21,543.00	21,543.00	21,070.00	21,070.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #2 FUND (PURDY PROJECT)						
TAXES						
TAX INCREMENTS 426.41000.0000.41121	99,961.00	99,121.00	98,855.00	99,626.00	99,626.00	
TOTALS: TAXES	99,961.00	99,121.00	98,855.00	99,626.00	99,626.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 426.43000.0000.43430	5.00	5.00	64.00	65.00	65.00	
TOTALS: INTERGOVERNMENTAL REVENU	5.00	5.00	64.00	65.00	65.00	
TOTALS: TID #2 FUND (PURDY PROJECT	99,966.00	99,126.00	98,919.00	99,691.00	99,691.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #2 (PURDY PROJECT)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	142.00	149.00	149.00	156.00	156.00	
TOTALS: PROJECT	142.00	149.00	149.00	156.00	156.00	
TOTALS: URBAN DEVELOPMENT	142.00	149.00	149.00	156.00	156.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	94,996.00	98,977.00	98,977.00	99,535.00	99,535.00	
TOTALS: PROJECT	94,996.00	98,977.00	98,977.00	99,535.00	99,535.00	
TOTALS: OTHER FINANCING USES	94,996.00	98,977.00	98,977.00	99,535.00	99,535.00	
TOTALS: TID #2 FUND (PURDY PROJCT)	95,138.00	99,126.00	99,126.00	99,691.00	99,691.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #4 (DOWNTOWN PUB IMP) FD						
TAXES						
TAX INCREMENTS 428.41000.0000.41121	176,418.55	576,910.00	575,216.00	601,824.00	601,824.00	
TOTALS: TAXES	176,418.55	576,910.00	575,216.00	601,824.00	601,824.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 428.43000.0000.43430	21,210.00	21,000.00	35,998.00	36,000.00	36,000.00	
TOTALS: INTERGOVERNMENTAL REVENU	21,210.00	21,000.00	35,998.00	36,000.00	36,000.00	
TOTALS: TID #4 (DOWNTOWN PUB IMP)	197,628.55	597,910.00	611,214.00	637,824.00	637,824.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #4 (DOWNTOWN PUB IMP) FD						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	235.00	247.00	247.00	259.00	259.00	
TOTALS: PROJECT	235.00	247.00	247.00	259.00	259.00	
TOTALS: URBAN DEVELOPMENT	235.00	247.00	247.00	259.00	259.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	189,627.00	597,663.00	597,663.00	637,565.00	637,565.00	
TOTALS: PROJECT	189,627.00	597,663.00	597,663.00	637,565.00	637,565.00	
TOTALS: OTHER FINANCING USES	189,627.00	597,663.00	597,663.00	637,565.00	637,565.00	
TOTALS: TID #4 (DWNTWN PUB IMP) FD	189,862.00	597,910.00	597,910.00	637,824.00	637,824.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #6 FUND (FIGI PROJECT)						
TAXES						
TAX INCREMENTS 429.41000.0000.41121	(.01)					
TOTALS: TAXES	(.01)					
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 429.43000.0000.43430	2,886.00	2,900.00	4,182.00	4,200.00	4,200.00	
TOTALS: INTERGOVERNMENTAL REVENU	2,886.00	2,900.00	4,182.00	4,200.00	4,200.00	
TOTALS: TID #6 FUND (FIGI PROJECT)	2,885.99	2,900.00	4,182.00	4,200.00	4,200.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #6 FUND (FIGI PROJECT)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	142.00	149.00	149.00	156.00	156.00	
TOTALS: PROJECT	142.00	149.00	149.00	156.00	156.00	
TOTALS: URBAN DEVELOPMENT	142.00	149.00	149.00	156.00	156.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	2,198.00	2,751.00	2,751.00	4,044.00	4,044.00	
TOTALS: PROJECT	2,198.00	2,751.00	2,751.00	4,044.00	4,044.00	
TOTALS: OTHER FINANCING USES	2,198.00	2,751.00	2,751.00	4,044.00	4,044.00	
TOTALS: TID #6 FUND (FIGI PROJECT)	2,340.00	2,900.00	2,900.00	4,200.00	4,200.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #5 FUND (MILL CREEK PRK)						
TAXES						
TAX INCREMENTS 430.41000.0000.41121	114,299.36	110,037.00	109,752.00	154,141.00	154,141.00	
TOTALS: TAXES	114,299.36	110,037.00	109,752.00	154,141.00	154,141.00	
INTERGOVERNMENTAL REVENUES						
OTHER STATE SHARED TAXES 430.43000.0000.43430	8,260.00	8,300.00	7,273.00	7,300.00	7,300.00	
TOTALS: INTERGOVERNMENTAL REVENU	8,260.00	8,300.00	7,273.00	7,300.00	7,300.00	
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	71,647.00					
TOTALS: MISCELLANEOUS REVENUE	71,747.00	100.00	100.00	100.00	100.00	
TOTALS: TID #5 FUND (MILL CREEK PR	194,306.36	118,437.00	117,125.00	161,541.00	161,541.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #5 FUND (MILL CREEK PRK)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	235.00	247.00	247.00	259.00	259.00	
TOTALS: PROJECT	235.00	247.00	247.00	259.00	259.00	
TOTALS: URBAN DEVELOPMENT	235.00	247.00	247.00	259.00	259.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
MILL CREEK BUSINESS PARK						
PROJECT						
PERSONAL SERVICES	1,139.01		84.00			
CONTRACTUAL SERVICES	22,956.44		36,770.00			
SUPPLIES AND EXPENSES	1,238.72					
BUILDING MATERIALS	240.00					
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	25,574.17		36,854.00			
TOTALS: MILL CREEK BUSINESS PARK	25,574.17		36,854.00			

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	113,360.00	118,090.00	118,090.00	161,182.00	161,182.00	
TOTALS: PROJECT	113,360.00	118,090.00	118,090.00	161,182.00	161,182.00	
TOTALS: OTHER FINANCING USES	113,360.00	118,090.00	118,090.00	161,182.00	161,182.00	
TOTALS: TID #5 FUND (MILL CREEK PR	139,169.17	118,337.00	155,191.00	161,441.00	161,441.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID#7 FD(YELLOWSTONE IND PK)						
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 432.49000.0000.49120				765,510.00	764,276.00	
TOTALS: OTHER FINANCING SOURCES				765,510.00	764,276.00	
TOTALS: TID#7 FD(YELLOWSTONE IND P				765,510.00	764,276.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID#7 FD(YELLOWSTONE IND PK)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	235.00	247.00	247.00	259.00	259.00	
TOTALS: PROJECT	235.00	247.00	247.00	259.00	259.00	
TOTALS: URBAN DEVELOPMENT	235.00	247.00	247.00	259.00	259.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
HWY & STREET OUTLAY (LOCAL)						
PROJECT						
PERSONAL SERVICES				9,797.00	9,797.00	
CONTRACTUAL SERVICES				745,203.00	745,203.00	
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT				755,000.00	755,000.00	
TOTALS: HWY & STREET OUTLAY (LOC				755,000.00	755,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES				9,017.00	9,017.00	
TOTALS: PROJECT				9,017.00	9,017.00	
TOTALS: DEBT ISSUE EXPENSE				9,017.00	9,017.00	
TOTALS: TID#7 FD(YELLOWSTONE IND P	235.00	247.00	247.00	764,276.00	764,276.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #8 FUND (NORTHWAY MALL)						
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT, NTS 433.49000.0000.49120				528,746.00	513,746.00	
TOTALS: OTHER FINANCING SOURCES				528,746.00	513,746.00	
TOTALS: TID #8 FUND (NORTHWAY MALL				528,746.00	513,746.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
TID #8 FUND (NORTHWAY MALL)						
URBAN DEVELOPMENT						
PROJECT						
CONTRACTUAL SERVICES	12,144.00		3,744.00	156.00	156.00	
TOTALS: PROJECT	12,144.00		3,744.00	156.00	156.00	
TOTALS: URBAN DEVELOPMENT	12,144.00		3,744.00	156.00	156.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
HWY & STREET OUTLAY (LOCAL)						
PROJECT						
PERSONAL SERVICES	704.39		5,470.00	734.00	734.00	
CONTRACTUAL SERVICES	1,400.00			483,760.00	483,760.00	
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	2,104.39		5,470.00	484,494.00	484,494.00	
TOTALS: HWY & STREET OUTLAY (LOC	2,104.39		5,470.00	484,494.00	484,494.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DEBT ISSUE EXPENSE						
PROJECT						
CONTRACTUAL SERVICES				5,634.00	5,634.00	
TOTALS: PROJECT				5,634.00	5,634.00	
TOTALS: DEBT ISSUE EXPENSE				5,634.00	5,634.00	
TOTALS: TID #8 FUND (NORTHWAY MALL	14,248.39		9,214.00	490,284.00	490,284.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CITY HALL REMODELING FUND						
TAXES						
GENERAL PROPERTY TAXES 437.41000.0000.41110	108,280.00	45,210.00	45,210.00	95,000.00	90,000.00	
TOTALS: TAXES	108,280.00	45,210.00	45,210.00	95,000.00	90,000.00	
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 437.49000.0000.49120	150,000.00					
FUND BALANCES APPLIED 437.49000.0000.49300					5,000.00	
TOTALS: OTHER FINANCING SOURCES	150,000.00				5,000.00	
TOTALS: CITY HALL REMODELING FUND	258,280.00	45,210.00	45,210.00	95,000.00	95,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CITY HALL REMODELING FUND						
CITY HALL						
PROJECT						
CONTRACTUAL SERVICES					5,000.00	
SUPPLIES AND EXPENSES	100.05					
CAPITAL OUTLAY	363,749.48	32,500.00	32,500.00	95,000.00	90,000.00	
TOTALS: PROJECT	363,849.53	32,500.00	32,500.00	95,000.00	95,000.00	
TOTALS: CITY HALL	363,849.53	32,500.00	32,500.00	95,000.00	95,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	380,849.53	32,500.00	32,500.00	95,000.00	95,000.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
UW BUILDING/REMODEL PROJ FND						
TAXES						
GENERAL PROPERTY TAXES 440.41000.0000.41110		25,000.00	25,000.00	66,250.00	41,164.00	
TOTALS: TAXES		25,000.00	25,000.00	66,250.00	41,164.00	
INTERGOVT CHGS FOR SERVICES						
MISCELLANEOUS ENGINEERING 440.47000.0000.47421					3,548.00	
TOTALS: INTERGOVT CHGS FOR SERVI					3,548.00	
OTHER FINANCING SOURCES						
PROC OF LONG-TERM DEBT. NTS 440.49000.0000.49120	199,000.00					
FUND BALANCES APPLIED 440.49000.0000.49300		15,000.00			25,086.00	
TOTALS: OTHER FINANCING SOURCES	199,000.00	15,000.00			25,086.00	
TOTALS: UW BUILDING/REMODEL PROJ F	199,000.00	40,000.00	25,000.00	66,250.00	69,798.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
UW BUILDING/REMODEL PROJ FND						
UW MARSHFIELD/WOOD CO CAMPUS						
PROJECT						
PERSONAL SERVICES					3,348.00	
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES					200.00	
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY	191,133.59	40,000.00	19,500.00	66,250.00	66,250.00	
COST REALLOCATIONS						
TOTALS: PROJECT	191,133.59	40,000.00	19,500.00	66,250.00	69,798.00	
TOTALS: UW MARSHFIELD/WOOD CO CA	191,133.59	40,000.00	19,500.00	66,250.00	69,798.00	
TOTALS: UW BUILDING/REMODEL PROJ F	191,133.59	40,000.00	19,500.00	66,250.00	69,798.00	

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.

2007 PROGRAM OBJECTIVES

The 2007 Wastewater Utility budget continues to focus on collection system infrastructure replacements, repairs, and preventive maintenance in an effort to reduce and control clearwater entry and assure adequate volume capacity. Clearwater is groundwater or stormwater infiltrating into the system that does not need to be treated as wastewater. Allowing this extra volume of water to be present in the collection system increases operational and equipment maintenance costs, affects discharge quality, and may cause sewer system overflows or basement backups. Providing adequate capacity, management, and operations and maintenance (CMOM Program) of the city's collection system is required by the Department of Natural Resources (DNR). Elements of the program include cleaning, televising, monitoring, and correcting defects within the collection system.

All of the Wastewater Utility budgets are funded by user fees.

Clearwater reduction replacement projects designated for 2007 are:

CIP PROJECTS:

❖ EN-J-1796 City-wide lining	$116,568
❖ EN-J-1836 Vine/2nd – Veterans Pkwy & 2nd/Ash - Cedar	229,000
❖ EN-J-1845 Central/2nd – 7th (engineering only)	7,315
❖ EN-J-1929 Wood/North – 240' N	27,707
❖ EN-J-1797 Plum/Becker – Franklin	78,704
❖ EN-J-1806 5th/Oak – Adams	247,000
❖ EN-J-1834 Harrison/Central – Chestnut	43,706
	$750,000

In 2007, the Wastewater Utility will be negotiating the reissuance of a new five-year wastewater discharge permit with the DNR. No known plant upgrades will be required at this time. No major capital equipment replacement is needed in 2007 except for a portable sampler quoted for $3,000 and a dissolved oxygen

meter quoted for $1,600. Both items will be funded from the Utility's Replacement Fund and not the 2007 maintenance budget.

Further, $37,627 has been budgeted for designated spot repairs within the system to be completed by Street Division staff.

We are in the second year of a five-year phase-in plan to eliminate future borrowing for necessary capital sewer replacement projects. The Annual Rate Review will have been presented to the Council by this time and a rate for 2007 will have been approved.

Considerable effort is put forth each year to identify ways to control and reduce expenditures. The following are examples of cost reducing measures implemented during the past year:

COST SAVINGS

- Cleaned over 50% of collection system (395,000 ft.) by staff compared to contracting for this service - $83,000/yr.
- Televised 1/3 (218,000 ft.) of the collection system by staff compared to contracting for this service - $59,000/yr.
- Conducted flow monitoring of 25% (175,000 ft.) of the collection system by staff compared to contracting for this service - $27,000/yr.
- Managed biosolids field qualifying and spreading procedures compared to having the hauler contractor perform this service - $17,000/yr.
- Reduced NR101 fees paid to the DNR by discharging fewer pounds of regulated parameters through operational adjustments - $11,000/yr.
- Controlled oxidation ditch operations to continue in a one ditch operation mode instead of having two ditches on line - $10,000/yr.
- Continued using contractor for lawn mowing maintenance - $8,000/yr.
- Continued using contractor for janitorial services - $6,000/yr.
- Operational modifications made at the Northeast Pump Station reduced the frequency and labor time necessary for screening debris disposal - $6,000/yr.
- Staff labor and equipment costs are reduced by having Research Station personnel crop the (20) acres of grassy areas beyond the plant buildings - $5,000/yr.
- Increased efficiency of the number of collection system lines we are able to clean per day by installing a backflow preventer valve on cleaning area water hydrants which reduces fuel consumption for retrieving jetter truck water - $3,500/yr.
- Installed more energy efficiency controls on the Gravity Belt Thickener and Shop HVAC units which will save about 15% in natural gas costs - $2,500/yr.
- Operational adjustments were made to reduce polymer usage for biosolids thickening by two barrels - $2,000/yr.
- Qualifying UW Research Farm field sites resulted in the biosolids hauling contractor reducing his hauling costs to a special rate for under one mile hauling - $2,000/yr.
- Leased the vacuum/jetter truck versus an outright purchase results in a cost reduction - $800/yr.

- Automated computer supervisory controls for the oxidation ditch aerator operations results in a cost reduction in electricity costs - $800/yr.
- Reduced mixing chamber cleaning to once per year reducing debris disposal costs - $500/yr.
- Installed a cathodically protected water tank for the jetter truck under a warranty upgrade saving a tank of water that had to be wasted at the end of each day reducing water costs by 15% - $400/yr.

Even with these cost reduction measures instituted, the budgetary task of providing essential wastewater treatment services and proper collection system maintenance to our sanitary sewer users, and to meet all the requirements set forth by the Federal and State regulatory agencies was challenging. Some factors encountered in the budget process were an over 33% increase in fuel costs ($11,500 including contractual services), a 30% increase in phosphorus removal chemical costs ($20,000), a 19% increase in natural gas costs ($1,500), and a 10% increase in electrical costs ($9,000) on top of last year's 20% increase. Many contract and other service and parts costs also increased significantly as they were directly linked to the increase in fuel costs. There will also be direct additional cost increases associated with the new discharge permit reissuance such as priority pollutant analyses, operational costs for nitrogen removal, and a Mercury Source Reduction Program. The overall O & M expenses increased about $75,000.

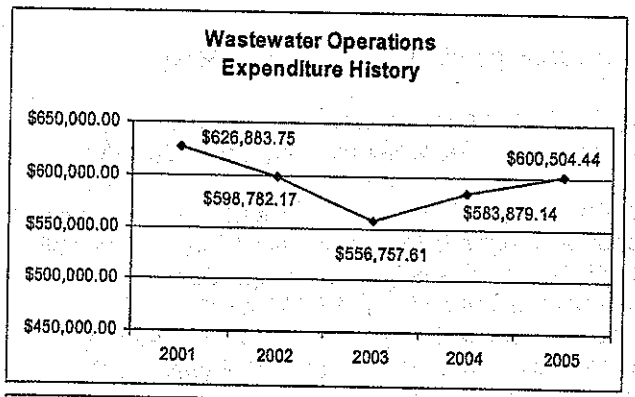
SCHEDULE OF DIVISION EXPENDITURES (EXCLUDING INFLOW/INFILTRATION PROGRAM INITIATIVE:

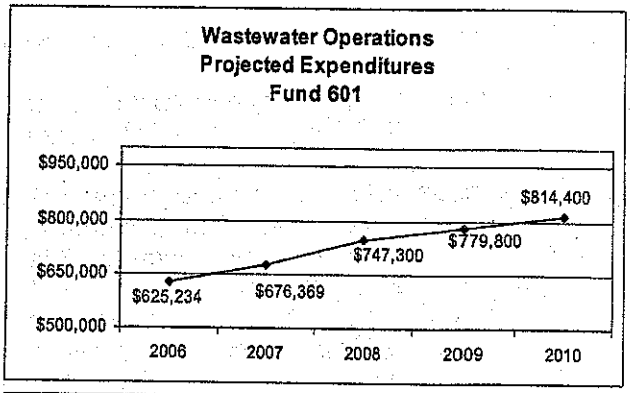
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
TOTALS	$3,407,374	$3,588,517	$3,565,469	$3,673,946

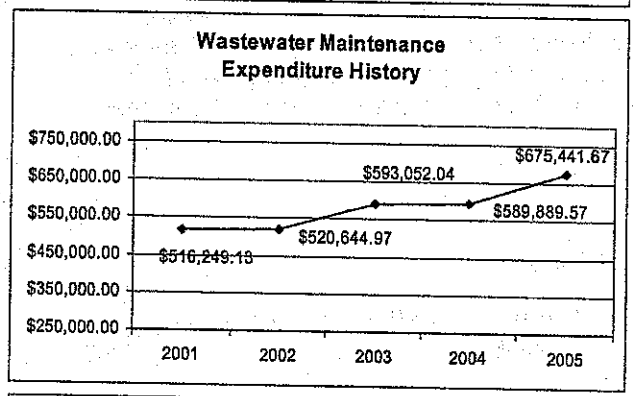
DEPARTMENT STAFFING TABLE (FTE)*:	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
Utility Superintendent	C/5/2	1.0	1.0
Assistant Superintendent	C/4/2	1.0	1.0
Lab. Tech.	Teamsters/Local 662	1.0	1.0
Collection System Operators	Teamsters/Local 662	2.0	2.0
Plant Operators	Teamsters/Local 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

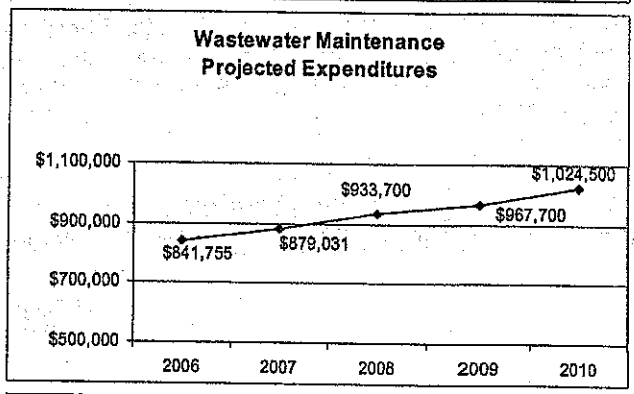
* Not including one position (Plumbing Inspector) budgeted in the City's General Fund, yet partially assigned to the Wastewater Utility (at 20%) to assist in the Inflow/Infiltration Program Initiative.

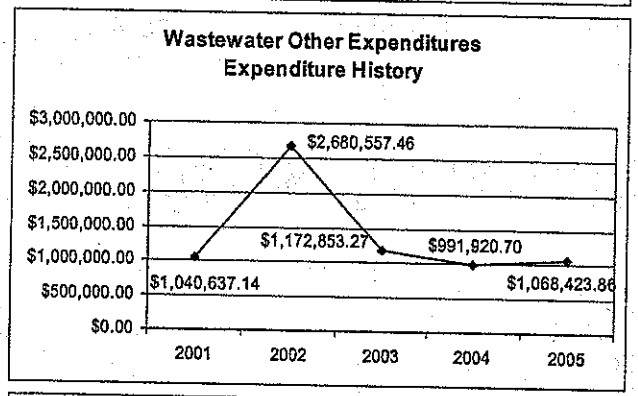
GRAPHS:

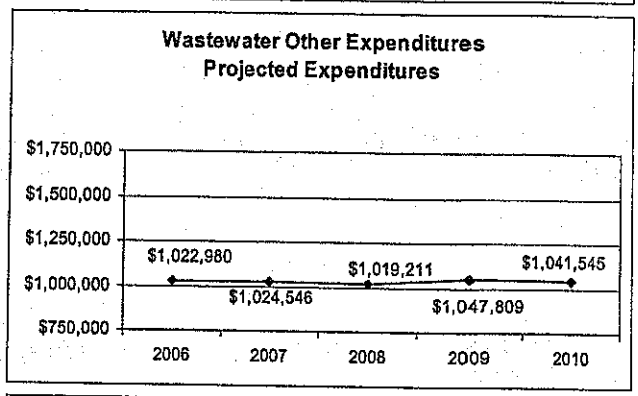

Wastewater Operations
Expenditure History
$650,000.00
$600,000.00
$550,000.00
$500,000.00
$450,000.00
$626,883.75
$598,782.17
$556,757.61
$583,879.14
$600,504.44
2001
2002
2003
2004
2005

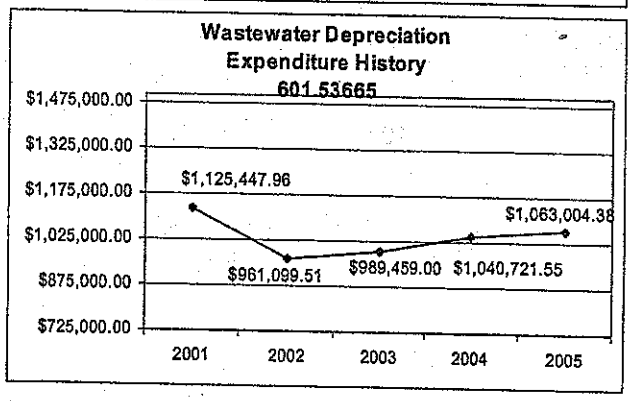

Wastewater Operations
Projected Expenditures
Fund 601
$950,000
$800,000
$650,000
$500,000
$625,234
$676,369
$747,300
$779,800
$814,400
2006
2007
2008
2009
2010

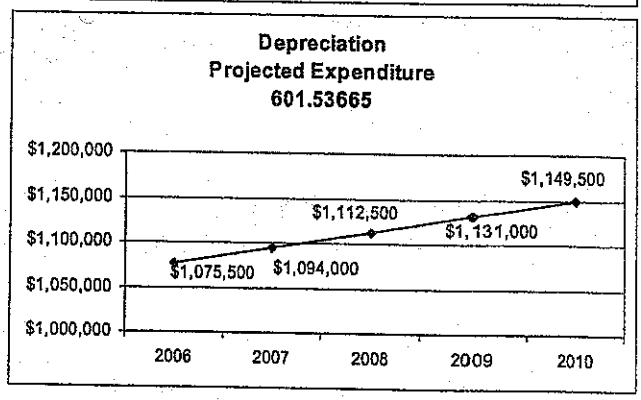

Wastewater Maintenance
Expenditure History
$750,000.00
$650,000.00
$550,000.00
$450,000.00
$350,000.00
$250,000.00
$516,249.13
$520,644.97
$593,052.04
$589,889.57
$675,441.67
2001
2002
2003
2004
2005


Wastewater Maintenance
Projected Expenditures
$1,100,000
$900,000
$700,000
$500,000
$841,755
$879,031
$933,700
$967,700
$1,024,500
2006
2007
2008
2009
2010


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
$1,040,637.14
$2,680,557.46
$1,172,853.27
$991,920.70
$1,068,423.86
2001
2002
2003
2004
2005


Wastewater Other Expenditures
Projected Expenditures
$1,750,000
$1,500,000
$1,250,000
$1,000,000
$750,000
$1,022,980
$1,024,546
$1,019,211
$1,047,809
$1,041,545
2006
2007
2008
2009
2010


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
$1,125,447.96
$961,099.51
$989,459.00
$1,040,721.55
$1,063,004.38
2001
2002
2003
2004
2005


Depreciation
Projected Expenditure
601.53665
$1,200,000
$1,150,000
$1,100,000
$1,050,000
$1,000,000
$1,075,500
$1,094,000
$1,112,500
$1,131,000
$1,149,500
2006
2007
2008
2009
2010

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
WASTEWATER UTILITY						
SANITARY SEWER SPEC ASSESSMT 601.00000.0000.42210	(.69)	24,000.00	24,000.00	26,000.00	26,000.00	
OTH REGULATORY PERMITS/FEES 601.00000.0000.44900	650.00	650.00	300.00	300.00	300.00	
MEAS SERV TO GEN CUST-RESID 601.00000.0000.46411	2,346,183.99	2,351,000.00	2,351,000.00	2,469,000.00	2,469,000.00	
MEAS SERV TO GEN CUST-COMMER 601.00000.0000.46412	1,046,010.73	1,141,000.00	1,141,000.00	1,198,000.00	1,198,000.00	
MEAS SERV TO GEN CUST-INDUST 601.00000.0000.46413	609,078.08	675,000.00	675,000.00	709,000.00	709,000.00	
SEPTIC & HLDG TANK DISP FEES 601.00000.0000.46418	13,219.86	33,000.00	25,000.00	25,000.00	25,000.00	
MEAS SER TO GEN CST-PUB AUTH 601.00000.0000.47491	108,272.55	99,000.00	99,000.00	104,000.00	104,000.00	
INTEREST ON RESTR INVESTMNTS 601.00000.0000.48120	76,240.49	30,000.00	87,000.00	90,000.00	90,000.00	
INTEREST ON SPEC ASSESSMENTS 601.00000.0000.48130	1,230.06	2,000.00	800.00	800.00	800.00	
LABORATORY SERVICE FEES 601.00000.0000.48692	22,117.25	25,000.00	25,000.00	25,000.00	25,000.00	
PENALTY CHARGES 601.00000.0000.48693	6,716.79	6,000.00	13,000.00	7,500.00	7,500.00	
MISC OTHER OPERATING REVENUE 601.00000.0000.48699	40,699.00	65,000.00	60,000.00	65,000.00	65,000.00	
MISC OTHER NON-OPER REVENUE 601.00000.0000.48999	2,213.50	300.00	300.00	300.00	300.00	
TOTALS: WASTEWATER UTILITY	4,272,631.61	4,451,950.00	4,501,400.00	4,719,900.00	4,719,900.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
WASTEWATER UTILITY						
PROJECT						
PERSONAL SERVICES	748,886.31	819,028.00	796,832.00	854,047.00	854,047.00	
CONTRACTUAL SERVICES	555,812.63	568,132.00	562,052.00	618,457.00	618,457.00	
SUPPLIES AND EXPENSES	399,849.54	455,197.00	474,790.00	484,637.00	484,637.00	
BUILDING MATERIALS	7,843.40	12,500.00	12,500.00	19,200.00	19,200.00	
FIXED CHARGES	1,105,103.65	1,150,195.00	1,135,830.00	1,153,794.00	1,153,794.00	
DEBT SERVICE	579,184.65	583,465.00	583,465.00	543,811.00	543,811.00	
GRANTS CONTRIB INDEMNITIES	10,694.17					
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	3,407,374.35	3,588,517.00	3,565,469.00	3,673,946.00	3,673,946.00	
TOTALS: WASTEWATER UTILITY	3,407,374.35	3,588,517.00	3,565,469.00	3,673,946.00	3,673,946.00	

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. There is no recommended 2007 Stormwater Utility budget. This fund will be closed to the General Fund (#101) in 2006. All 2007 stormwater construction activity will be shown in the Storm Sewer Construction Fund (#407).

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STORM WATER UTILITY						
INTERGOVERNMENTAL REVENUES						
STATE GRANTS-STORMWATER 603.43000.0000.43550	9,828.19					
TOTALS: INTERGOVERNMENTAL REVENU	9,828.19					
OTHER FINANCING SOURCES						
FUND BALANCES APPLIED 603.49000.0000.49300		114,107.00				
TOTALS: OTHER FINANCING SOURCES		114,107.00				
TOTALS: STORM WATER UTILITY	9,828.19	114,107.00				

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STORM WATER UTILITY						
STORM SEWER MAINTENANCE						
PROJECT						
PERSONAL SERVICES	398.65					
TOTALS: PROJECT	398.65					
TOTALS: STORM SEWER MAINTENANCE	398.65					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
STORM SEWER CONSTR (TRUNK)						
PROJECT						
PERSONAL SERVICES	2,809.54					
CONTRACTUAL SERVICES	1,679.97					
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE						
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	4,489.51					
TOTALS: STORM SEWER CONSTR (TRK)	4,489.51					

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	113,730.00			
TOTALS: PROJECT		114,107.00	113,730.00			
TOTALS: OTHER FINANCING USES		114,107.00	113,730.00			
TOTALS: STORM WATER UTILITY	4,888.16	114,107.00	113,730.00			

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 2007 budgets for the Emergency Medical Services total $804,403.

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 villages 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 villages who use the service are also charged a user fee. In 2005, the total fees charged to individuals, businesses and local governments were $812,343. Total estimated 2007 fees ($825,204) 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 2007 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 2005	Budget 2006	Estimated 2006	Recommended 2007
Billing and Collection	$ 80,289	$88,088	$ 84,707	$ 89,313
Ambulance	611,918	654,995	602,576	675,057
Depreciation	54,085	42,100	54,115	35,015
Interest on Debt	5,194	5,109	5,110	5,018
Net Loss on Disposal of Assets	11,515	-0-	-0-	-0-
TOTAL	$763,001	$790,292	$746,508	$804,403

The recommended 2007 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.

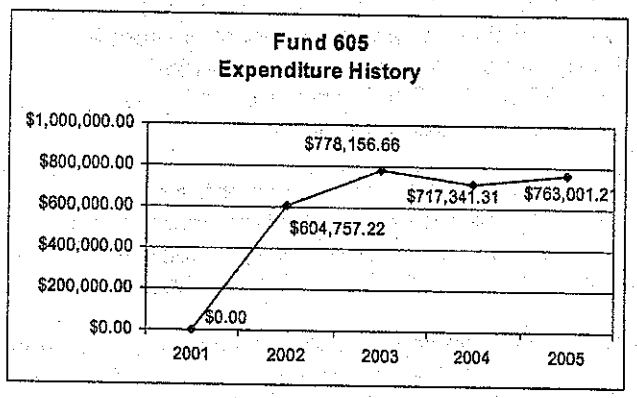
Capital outlay purchases in this fund are charged to an asset account, with their costs amortized over their useful life. As such, they are not budgeted per se in this fund. Nevertheless, below is a list of the major capital outlay purchases recommended for 2007.

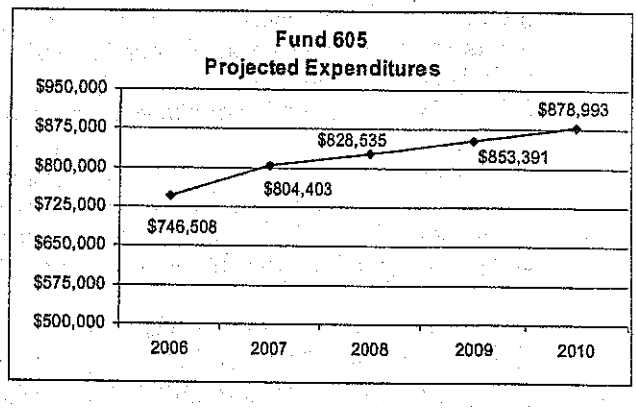
▪ Computer System Replacement	$ 1,205
▪ 1 Ambulance Replacement	133,000
	$ 134,205

This budget is funded entirely by user fees.

DEPARTMENT STAFFING (FTE):	Classification/ Representation	Authorized 2006	Recommended Authorization 2007
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

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
EMERGENCY MEDICAL SERV FUND						
INTERGOVERNMENTAL REVENUES						
STATE MEDICAL TRANS SUPPLMNT 605.43000.0000.43412	34,400.00		34,400.00			
ST GRANTS, OTH PUBLIC SAFETY 605.43000.0000.43529	5,787.73	5,000.00	8,193.00	8,500.00	8,500.00	
TOTALS: INTERGOVERNMENTAL REVENU	40,187.73	5,000.00	42,593.00	8,500.00	8,500.00	
PUBLIC CHARGES FOR SERVICES						
AMBULANCE FEES 605.46000.0000.46230	655,195.93	665,000.00	655,000.00	665,000.00	670,000.00	
MEDICARE/MEDICAID ADJUSTMENT 605.46000.0000.46231	(54,555.81)	(50,000.00)	(58,000.00)	(60,000.00)	(65,000.00)	
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	615,640.12	630,000.00	612,000.00	620,000.00	620,000.00	
INTERGOVT CHGS FOR SERVICES						
OTH LOC GOVT, AMBULANCE SERV 605.47000.0000.47323	196,703.00	196,704.00	196,704.00	196,704.00	196,704.00	
TOTALS: INTERGOVT CHGS FOR SERVI	196,703.00	196,704.00	196,704.00	196,704.00	196,704.00	
MISCELLANEOUS REVENUE						
MISCELLANEOUS INTEREST 605.48000.0000.48190	.49		36.00			
TOTALS: MISCELLANEOUS REVENUE	.49		36.00			
TOTALS: EMERGENCY MEDICAL SERV FUN	852,531.34	831,704.00	851,333.00	825,204.00	825,204.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
EMERGENCY MEDICAL SERV FUND						
FINANCE						
PROJECT						
PERSONAL SERVICES	52,284.51	53,511.00	52,840.00	55,173.00	55,173.00	
CONTRACTUAL SERVICES	7,191.02	8,322.00	8,287.00	8,608.00	8,608.00	
SUPPLIES AND EXPENSES	6,021.32	5,955.00	4,780.00	5,678.00	5,678.00	
FIXED CHARGES	1,748.25	1,800.00	1,800.00	1,854.00	1,854.00	
DEBT SERVICE	.69					
GRANTS CONTRIB INDEMNITIES	13,043.08	18,500.00	17,000.00	18,000.00	18,000.00	
TOTALS: PROJECT	80,288.87	88,088.00	84,707.00	89,313.00	89,313.00	
TOTALS: FINANCE	80,288.87	88,088.00	84,707.00	89,313.00	89,313.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
AMBULANCE						
PROJECT						
PERSONAL SERVICES	525,581.97	555,134.00	506,722.00	575,879.00	575,879.00	
CONTRACTUAL SERVICES	36,586.56	42,472.00	42,416.00	42,450.00	42,450.00	
SUPPLIES AND EXPENSES	45,332.10	50,841.00	46,251.00	51,292.00	51,292.00	
FIXED CHARGES	4,417.80	4,808.00	5,447.00	5,436.00	5,436.00	
CAPITAL OUTLAY		1,740.00	1,740.00			
TOTALS: PROJECT	611,918.43	654,995.00	602,576.00	675,057.00	675,057.00	
TOTALS: AMBULANCE	611,918.43	654,995.00	602,576.00	675,057.00	675,057.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DEPRECIATION						
PROJECT						
FIXED CHARGES	54,084.88	42,100.00	54,115.00	77,015.00	35,015.00	
TOTALS: PROJECT	54,084.88	42,100.00	54,115.00	77,015.00	35,015.00	
TOTALS: DEPRECIATION	54,084.88	42,100.00	54,115.00	77,015.00	35,015.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
INTEREST, G.O. BONDS						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	5,194.13	5,109.00	5,110.00	5,018.00	5,018.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	5,194.13	5,109.00	5,110.00	5,018.00	5,018.00	
TOTALS: INTEREST, G.O. BONDS	5,194.13	5,109.00	5,110.00	5,018.00	5,018.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
OTHER NONOPERATING EXPENSES						
PROJECT						
GRANTS CONTRIB INDEMNITIES	11,514.90					
TOTALS: PROJECT	11,514.90					
TOTALS: OTHER NONOPERATING EXPEN	11,514.90					
TOTALS: EMERGENCY MEDICAL SERV FUN	763,001.21	790,292.00	746,508.00	846,403.00	804,403.00	

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 2007 budget request does not include any borrowing for machinery and equipment.

On October 11, 2005, the Common Council approved Resolution No. 2005-36, implementing a revised 2006 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 the Board of Public Works has approved this revised rental rate structure for 2007.

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 2007:

Front end loader	$174,000	
Snow Plow mounted on front end loader	13,500	
Skid Steer loader	25,000	
Skid Steer mounted stump grinder	7,500	
Upgrade emergency generator	12,000	
Tool Cat	27,700	*
Hydraulic rotary broom for Skid Steer	4,500	*
Total	$264,200	

* for Parks and Recreation Department

Each of these purchases will be charged to an asset account and amortized over their useful life.

There is $179,584 appropriated in the Internal Service Fund for its share of the principal and interest due in 2007 on the long-term debt that was previously issued to purchase equipment and the fuel depot.

There is $406,389 in this fund appropriated for gasoline and diesel fuel. This amount also includes $4,873 for repairs to the fueling station, $650 for an underground registration fee and $116 for the fire protection fee..

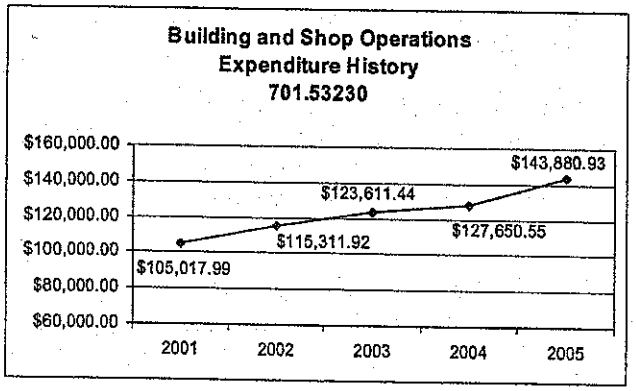
There is $424,500 in this fund appropriated for depreciation expense.

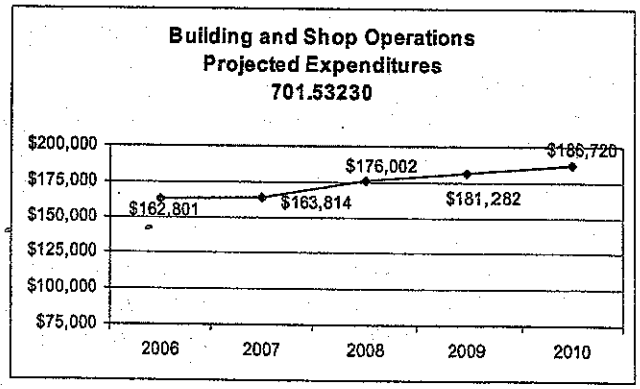
This budget is funded entirely by equipment and gasoline charges to other departments and outside agencies.

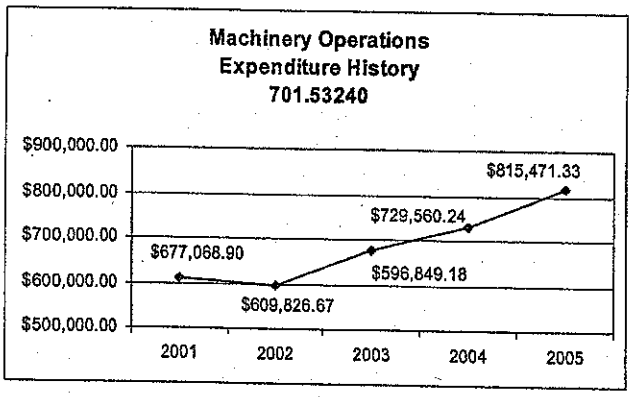
SCHEDULE OF DEPARTMENT EXPENDITURES:

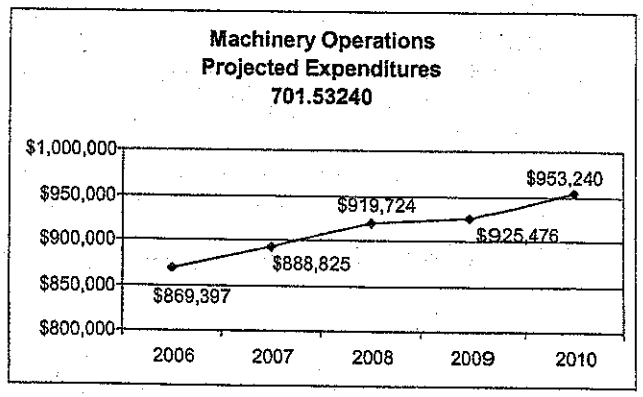
	Actual 2005	Budget 2006	Estimated 2006	Recommended 2007
Building and Shop Operations	$ 143,881	$ 142,860	$162,801	$ 163,814
Machinery Operations	815,471	869,065	869,397	888,825
Gas and Diesel Fuel	234,966	326,869	326,869	406,389
Depreciation	383,708	506,500	425,000	424,500
Interest, Long-term Notes	34,725	28,589	29,351	19,651
Net Loss on Disposition of Assets	2,821	-0-	-0-	-0-
TOTAL	$1,615,572	$1,873,883	$1,813,418	$1,903,179

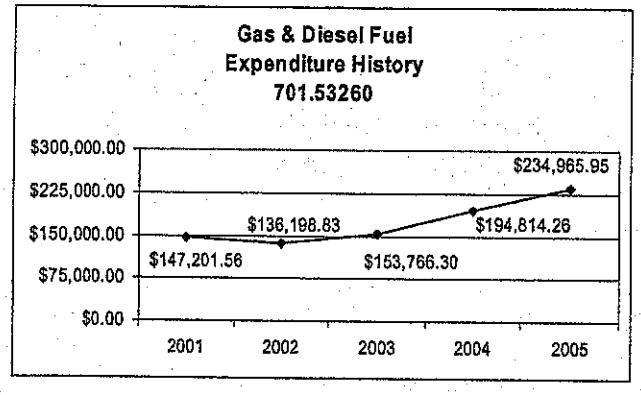
GRAPHS:

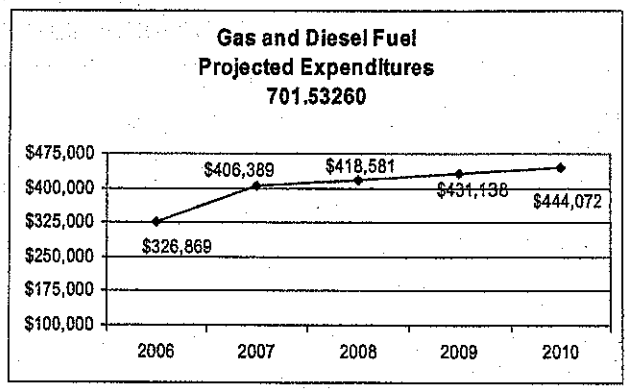


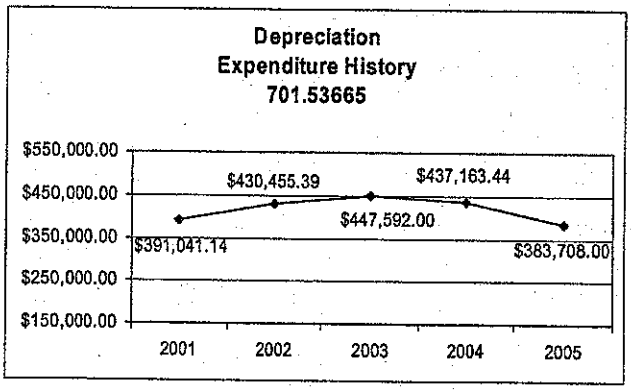


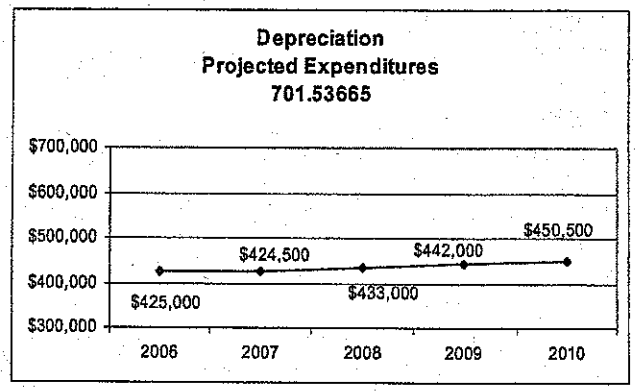


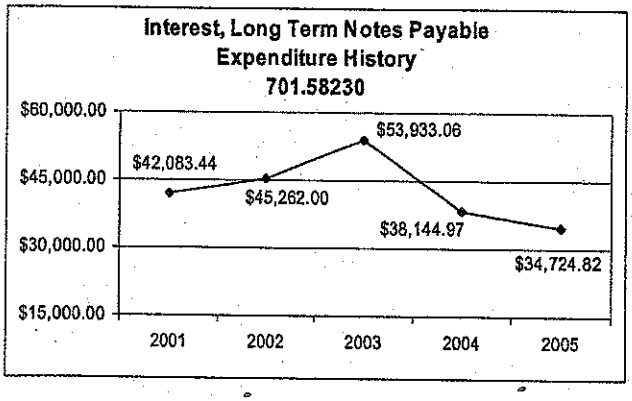


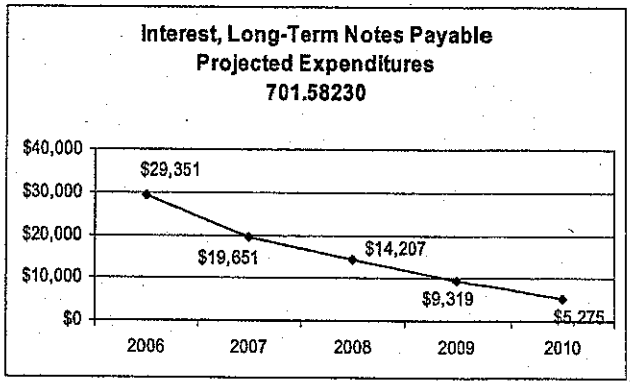

Gas & Diesel Fuel
Expenditure History
701.53260
$300,000.00
$225,000.00
$150,000.00
$75,000.00
$0.00
$147,201.56
$136,198.83
$153,766.30
$194,814.26
$234,965.95
2001
2002
2003
2004
2005


Gas and Diesel Fuel
Projected Expenditures
701.53260
$475,000
$400,000
$325,000
$250,000
$175,000
$100,000
$326,869
$406,389
$418,581
$431,138
$444,072
2006
2007
2008
2009
2010


Depreciation
Expenditure History
701.53665
$550,000.00
$450,000.00
$350,000.00
$250,000.00
$150,000.00
$391,041.14
$430,455.39
$447,592.00
$437,163.44
$383,708.00
2001
2002
2003
2004
2005


Depreciation
Projected Expenditures
701.53665
$700,000
$600,000
$500,000
$400,000
$300,000
$425,000
$424,500
$433,000
$442,000
$450,500
2006
2007
2008
2009
2010


Interest, Long Term Notes Payable
Expenditure History
701.58230
$60,000.00
$45,000.00
$30,000.00
$15,000.00
$42,083.44
$45,262.00
$53,933.06
$38,144.97
$34,724.82
2001
2002
2003
2004
2005


Interest, Long-Term Notes Payable
Projected Expenditures
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$30,000
$20,000
$10,000
$0
$29,351
$19,651
$14,207
$9,319
$5,275
2006
2007
2008
2009
2010

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
VEHICLE/EQ INTERNAL SERV FND						
INTERGOVT CHGS FOR SERVICES						
TRANSP MOTOR POOL CHARGES 701.47000.0000.47424	1,446,166.00	1,529,830.00	1,346,000.00	1,500,000.00	1,500,000.00	
CENTRAL GAS AND DIESEL FUEL 701.47000.0000.47426	245,268.81	322,000.00	322,000.00	342,389.00	342,389.00	
TOTALS: INTERGOVT CHGS FOR SERVI	1,691,434.81	1,851,830.00	1,668,000.00	1,842,389.00	1,842,389.00	
MISCELLANEOUS REVENUE						
SALE OF HWY EQUIP & PROPERTY 701.48000.0000.48303	346.25	150.00	19,481.00	61,500.00	61,500.00	
SALE OF SALVAGE & WASTE PROD 701.48000.0000.48316	10,997.61	1,900.00	6,000.00	6,000.00	6,000.00	
OTHER MISCELLANEOUS REVENUE 701.48000.0000.48900	120.08		1,565.00	500.00	500.00	
TOTALS: MISCELLANEOUS REVENUE	11,463.94	2,050.00	27,046.00	68,000.00	68,000.00	
TOTALS: VEHICLE/EQ INTERNAL SERV F	1,702,898.75	1,853,880.00	1,695,046.00	1,910,389.00	1,910,389.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
VEHICLE/EQ INTERNAL SERV FND						
BUILDING AND SHOP OPERATIONS						
PROJECT						
PERSONAL SERVICES	47,362.36	30,589.00	50,907.00	48,700.00	48,700.00	
CONTRACTUAL SERVICES	78,291.69	87,295.00	87,598.00	94,198.00	94,198.00	
SUPPLIES AND EXPENSES	13,296.14	16,740.00	16,740.00	16,740.00	16,740.00	
FIXED CHARGES	4,930.74	4,961.00	4,281.00	4,176.00	4,176.00	
CAPITAL OUTLAY		3,275.00	3,275.00			
TOTALS: PROJECT	143,880.93	142,860.00	162,801.00	163,814.00	163,814.00	
TOTALS: BUILDING AND SHOP OPERAT	143,880.93	142,860.00	162,801.00	163,814.00	163,814.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
MACHINERY OPERATIONS						
PROJECT						
PERSONAL SERVICES	349,865.29	340,547.00	340,660.00	330,699.00	330,699.00	
CONTRACTUAL SERVICES	45,642.14	51,721.00	51,940.00	52,014.00	52,014.00	
SUPPLIES AND EXPENSES	396,366.18	449,861.00	449,861.00	479,473.00	479,473.00	
FIXED CHARGES	23,588.28	26,936.00	26,936.00	26,639.00	26,639.00	
DEBT SERVICE	9.44					
TOTALS: PROJECT	815,471.33	869,065.00	869,397.00	888,825.00	888,825.00	
TOTALS: MACHINERY OPERATIONS	815,471.33	869,065.00	869,397.00	888,825.00	888,825.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
GAS AND DIESEL FUEL						
PROJECT						
CONTRACTUAL SERVICES	1,193.40	4,989.00	4,989.00	4,989.00	4,989.00	
SUPPLIES AND EXPENSES	233,772.55	321,880.00	321,880.00	401,400.00	401,400.00	
TOTALS: PROJECT	234,965.95	326,869.00	326,869.00	406,389.00	406,389.00	
TOTALS: GAS AND DIESEL FUEL	234,965.95	326,869.00	326,869.00	406,389.00	406,389.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
DEPRECIATION						
PROJECT						
FIXED CHARGES	383,708.00	506,500.00	425,000.00	424,500.00	424,500.00	
TOTALS: PROJECT	383,708.00	506,500.00	425,000.00	424,500.00	424,500.00	
TOTALS: DEPRECIATION	383,708.00	506,500.00	425,000.00	424,500.00	424,500.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
INTEREST. LONG-TERM NTS PYBL						
PROJECT						
PERSONAL SERVICES						
CONTRACTUAL SERVICES						
SUPPLIES AND EXPENSES						
BUILDING MATERIALS						
FIXED CHARGES						
DEBT SERVICE	34,724.82	28,589.00	29,351.00	19,651.00	19,651.00	
GRANTS CONTRIB INDEMNITIES						
CAPITAL OUTLAY						
COST REALLOCATIONS						
TOTALS: PROJECT	34,724.82	28,589.00	29,351.00	19,651.00	19,651.00	
TOTALS: INTEREST. LONG-TERM NTS	34,724.82	28,589.00	29,351.00	19,651.00	19,651.00	

CITY OF MARSHFIELD
***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
OTHER NONOPERATING EXPENSES						
PROJECT						
GRANTS CONTRIB INDEMNITIES	2,820.47					
TOTALS: PROJECT	2,820.47					
TOTALS: OTHER NONOPERATING EXPEN	2,820.47					
TOTALS: VEHICLE/EQ INTERNAL SERV F	1,615,571.50	1,873,883.00	1,813,418.00	1,903,179.00	1,903,179.00	

CEMETERY PERPETUAL CARE FUND
FUND 801

The recommended 2007 budget for the Cemetery Perpetual Care Fund is $5,600. The interest earned from invested perpetual care monies, estimated to be $5,600, 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

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL REVENUE	2006 BUDGET	2006 TOTAL ESTIMATED REVENUE	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 PROPOSED BUDGET
CEMETERY PERPETUAL CARE FUND						
PUBLIC CHARGES FOR SERVICES						
CEMETERY 801.46000.0000.46540	12,130.00	8,000.00	8,000.00	8,000.00	8,000.00	
TOTALS: PUBLIC CHARGES FOR SERVI	12,130.00	8,000.00	8,000.00	8,000.00	8,000.00	
MISCELLANEOUS REVENUE						
CEM PERP CARE FUND INTEREST 801.48000.0000.48150	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	
TOTALS: MISCELLANEOUS REVENUE	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	
TOTALS: CEMETERY PERPETUAL CARE FU	17,683.84	11,000.00	13,400.00	13,600.00	13,600.00	

CITY OF MARSHFIELD

***** 2007 EXPENDITURE/REVENUE WORKSHEET *****

ACCOUNT TITLE/ ACCOUNT NUMBER	2005 ACTUAL EXPENDITURES	2006 BUDGET	2006 TOTAL ESTIMATED EXPENDITURES	2007 DEPARTMENTAL REQUESTS	2007 ADMINISTRATOR'S RECOMMENDED BUDGET	2007 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	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	
TOTALS: PROJECT	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	
TOTALS: OTHER FINANCING USES	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	
TOTALS: CEMETERY PERPETUAL CARE FU	5,553.84	3,000.00	5,400.00	5,600.00	5,600.00	

APPENDIX A

2007 BUDGET DEVELOPMENT CALENDAR
OPERATING AND CAPITAL BUDGETS
CITY OF MARSHFIELD, WISCONSIN

Date	Action
Tues April 25, 2006 7:00 p.m.	Presentation of 2005 fiscal audit report by the City's independent audit firm at regular Council meeting
Tues May 23, 2006 7:00 p.m.	2007 Budget Overview/Financial Forecast Presentation to the Common Council (regular Council meeting). Discussion/approval of 2007 Budget Development Parameters and Guidelines
Thurs., June 29, 2006 10:00 a.m.	Departmental budget meeting to discuss 2007 budget parameters, review budget instructions, and distribute data necessary to prepare budget requests
Fri, Jul 28, 2006 5:00 p.m.	All 2007 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 5, 2006 Wed, Sept 6, 2006 Thurs, Sept.7, 2006 Fri, Sept. 8, 2006	City Administrator's budget hearings/review of 2007 budget requests with department/division/ agency heads
Tues Oct 17, 2006 Time: 6:30 p.m.	City Administrator's recommended 2007 budget presented at special Common Council meeting
Mon Oct 23, 2006 Time: 6:00 p.m.	Special budget work session of Common Council to review recommended 2007 budget
Mon Oct 30, 2006 Time: 6:00 p.m.	Special budget work session of Common Council to review recommended 2007 budget
Mon Nov 6, 2006 Time: 6:00 p.m.	Special budget work session of Common Council to review recommended 2007 budget; authorize publication of proposed 2007 budget
Sat Nov 11, 2006	Publication of proposed 2007 budget
Tues Nov 28, 2006 6:30 p.m. 7:00 p.m.	Public Hearing on proposed 2007 budget Adoption of 2007 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. 2006 taxes to support the 2007 City of Marshfield budgets will be levied on an estimated 2006 assessed valuation of $1,152,430,590, an increase of 1.03% 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 2006 will finance the 2007 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 seven active districts - the Tower Hall project, the Purdy School project, the Downtown redevelopment project, the Mill Creek Business Park project, the Figi's project, the Yellowstone Industrial Park project and the Northway Mall project..

APPENDIX C

WAGE AND SALARY SCHEDULES
CITY OF MARSHFIELD POSITIONS

2007 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, 2006 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 will reach 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 2007 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 expired on December 31, 2005. The collective bargaining agreement with the Firefighters bargaining unit expired on December 31, 2003. Negotiations are ongoing with these four units. Collective bargaining agreements with Dispatchers/Ordinance Enforcement Officers and Police Officers were reached in 2006 and are effective through December 31, 2007.

Monies to finance a reasonable 2007 wage adjustment for the six union groups are included as part of the appropriations in their respective departmental budgets.

Classification/Compensation Schedule for Non-Represented Position Classifications

Increase from 2005: 3.0%
Effective: January 1, 2006

Revised August 8, 2006

		RECOMMENDED SCALE		
Position	*Band, Grade, Subgrade*	*Minimum*	*Midpoint*	*Maximum*
City Administrator	E83	$70,626	$86,517	$102,408
(Unused)	E82	68,324	83,697	99,070
(Unused)	E81	66,096	80,967	95,839
Finance Director	D64	61,332	74,824	88,317
Director of Public Works	D64	61,332	74,824	88,317
Police Chief	D63	59,338	72,393	85,447
Fire Chief	D63	59,338	72,393	85,447
(Unused)	D62	56,448	68,586	80,724
Parks and Recreation Director	D61	54,838	66,354	77,869
Dir. of Planning and Econ. Dev.	C52	52,823	63,652	74,481
Information Systems Director	C52	52,823	63,652	74,481
City Engineer	C52	52,823	63,652	74,481
Street Superintendent	C52	52,823	63,652	74,481
Wastewater Utility Superintendent	C52	52,823	63,652	74,481
Deputy Fire Chief	C52	52,823	63,652	74,481
Police Lieutenant	C52	52,823	63,652	74,481
Human Resources Manager	C52	52,823	63,652	74,481
(Unused)	C51	49,388	59,267	69,146

Assistant City Engineer	C44	47,578	56,856	66,134
Assistant Finance Director	C44	47,578	56,856	66,134
Building Services Supervisor	C44	47,578	56,856	66,134
Planner/Zoning Administrator	C44	47,578	56,856	66,134
Police Sergeant	C44	47,578	56,856	66,134
Asst. Street Superintendent	C43	46,853	55,005	63,157
Civil Engineer II	C43	46,853	55,005	63,157
Police Staff Services Supervisor	C43	46,853	55,005	63,157
City Surveyor	C43	46,853	55,005	63,157
Information Systems Analyst	C43	46,853	55,005	63,157
Asst. Wastewater Superintendent	C42	44,718	52,990	61,263
Parks and Rec. Maintenance Sup.	C42	44,718	52,990	61,263
Parks and Rec. Supervisor	C42	44,718	52,990	61,263
Civil Engineer I	C41	43,520	51,354	59,188
GIS Coordinator	C41	43,520	51,354	59,188
Deputy Assessor	B31	41,036	48,012	54,989
Cemetery Sexton	B31	41,036	48,012	54,989
Plumbing Inspector/Asst. Bldg. Insp.	B31	41,036	48,012	54,989
Electrical Insp./Asst. Build. Insp.	B31	41,036	48,012	54,989
Accounting Clerk I	B23	28,117	32,757	37,397
Municipal Court Clerk	B23	28,117	32,757	37,397
Secretary to City Administrator	B23	28,117	32,757	37,397
Secretary to Police Chief	B23	28,117	32,757	37,397
Secretary to Fire Chief	B23	28,117	32,757	37,397
Secretary to Mayor	B23	28,117	32,757	37,397
Cemetery Laborer	B21	25,276	29,711	34,147
(Unused)	A13	24,607	28,298	31,990

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

Effective		1-1-05 (2.3%)	1-1-06 (2.9%)	1-1-07 (2.9%)
Corporal	Annual	$47,239	$48,609	$50,019
	Hourly	$22.71	$23.37	$24.05
Detective	Annual	$47,239	$48,609	$50,019
	Hourly	$22.71	$23.37	$24.05
Police officer	Annual	$45,241	$46,553	$47,903
3rd Year	Hourly	$21.75	$22.38	$23.03
Police officer	Annual	$43,185	$44,437	$45,726
2nd Year	Hourly	$20.76	$21.36	$21.98
Police officer	Annual	$40,126	$41,290	$42,487
1st Year	Hourly	$19.29	$19.85	$20.43
Police officer	Annual	$38,093	$39,198	$40,335
Starting	Hourly	$18.31	$18.85	$19.39

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 1-1-05	Effective 1-1-06	Effective 1-1-07
	2.3%	2.9%	2.9%
New Hire	$27,797	$28,603	$29,432
After 6 Months	$29,227	$30,075	$30,947
After 1 Year	$30,732	$31,623	$32,540
After 2 Years	$32,243	$33,178	$34,140
After 3 Years	$33,828	$34,809	$35,818

Ordinance Enforcement Officers

	Effective 1-1-05	Effective 1-1-06	Effective 1-1-07
	2.3% + $.10	2.9% + $.15	2.9% + $.20
New Hire	$28,254	$29,385	$30,653
After 6 Months	$29,340	$30,503	$31,804
After 1 Year	$30,469	$31,665	$32,999
After 2 Years	$31,608	$32,837	$34,205
After 3 Years	$32,798	$34,061	$35,465
After 4 Years	$33,060	$34,331	$35,743
After 5 Years	$33,321	$34,599	$36,018

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 2006 -
Adopted 11-8-2005

Grade	Title	2006 Entry	2006 Top End
1	Permanent Page	$ 6.98	$ 9.14 (31% spread)
2	Housekeeper	7.63	9.99
3	Lib. Asst. I	8.07	10.57
4	Lib. Asst. II	9.02	11.82
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	16.39
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	2006 Entry	2006 Top End
P-1	Librarian	$35,775	$43,287 (21% spread)

MANAGEMENT – (Bachelor's Degree)

Grade	Title	2006 Entry	2006 Top End
M-1	Library Systems Analyst	$42,527	$51,458 (21% spread)

MANAGEMENT - Yearly Salary

Grade	Title	2006 Entry	2006 Top End
M-1	Librarian I	$41,510	$50,228 (21% spread)
M-2	Librarian II	47,139	57,038
M-3	Director	60,421	73,109

APPENDIX D
SCHEDULE OF REQUESTED CAPITAL OUTLAY PURCHASES RECOMMENDED IN 2007 BUDGET

BUDGET	DESCRIPTION	AMOUNT
Information Technology	Replacement Internet Firewall (Cisco ASA 5510)	$2,697
	Connect CityNet to Library via Fiber Optic	1,443
Law Enforcement	3 replacement marked cars	71,976
	1 Kustom Prolaser III	3,495
	1 computer voice stress analyzer (CVSA)	13,205
	1 Krimesite/Goldpanther alternative light evidence collection system	17,445
Fire Protection and Hazardous Materials	Training Center Development (FD-K-5803)	39,000
	Second Fire Station - Right of Way (FD-K-5800)	63,500
Cemetery	Kubota RTV900	10,900
Library	Self checkout unit	18,900
	Spam filter hardware	2,797
	Carpeting replacement (LI-K-5903)	37,800
	Shed Demolition (LI-K-5905)	7,500
	Lighting improvements (LI-K-5904)	32,250
Forestry	Tree replacement (ST-N-6107)	10,000
City Planner/Econ. Dev.	GIS consulting, training	4,000
Taxi System	1 taxi cab with radio	25,000
Cable Television	1 tripod	1,000
	1 camcorder and accessories	4,200
Fire Protection Outlay	Reserve Engine (pumper)	375,000
Airport	Office terminal parking lot/general aviation ramp (AI-N-3802)	3,750
Fairgrounds	Expo building improvement (FG-K-5602)	25,000
Parks Outlay	OACC painting of gym walls and ceiling (PR-K-2834)	17,000
	S.J. Miller Tennis Court reconstruction (PR-L-2826)	80,000
	Parks & facility identification signs (PR-L-2837)	10,000
City Hall Remodeling	Exterior windows resealing/repair (BS-K-3916)	80,000
	5th floor Finance Dept. remodel (BS-K-3926)	10,000
	Emergency generator connection to elevator	5,000
UW Building/Remodeling Projects	Utility and facilities upgrade (UW-K-7307)	43,750
	Parking lot repair (UW-K-7303)	26,048
Wastewater Utility	1 portable sampler	3,000
	1 dissolved oxygen meter	1,600

APPENDIX D
SCHEDULE OF REQUESTED CAPITAL OUTLAY PURCHASES RECOMMENDED IN 2007 BUDGET

BUDGET	DESCRIPTION	AMOUNT
EMS Fund	1 computer system	1,205
	1 ambulance	133,000
Vehicle/Equipment Fund	Front end loader (Public Works)	174,000
	Front end loader mounted snow plow (Public Works)	13,500
	Skid steer loader upgrade (Public Works)	25,000
	Skid steer mounted stump grinder (Public Works)	7,500
	Upgrade generator to meet code (Public Works)	12,000
	Rotary broom for skid steer (Parks & Recreation)	4,500
	Tool cat (Parks & Recreation)	27,700
		$1,445,661

APPENDIX E
SCHEDULE OF REQUESTED CAPITAL OUTLAY PURCHASES NOT RECOMMENDED IN 2007 BUDGET

BUDGET	DESCRIPTION	AMOUNT
Parks Outlay	Veterans Parkway Trail (PR-L-2815)	$ 10,000
	OACC roof repairs (PR-K-2829)	62,000
Vehicle/Equipment Fund	Security fence at Armory storage building (ST-N-6109)	6,500
	Replacement truck for Parks & Recreation Dept.	27,000
		$ 105,500

APPENDIX F
SUMMARY OF 2007 APPROVED CIP PROJECTS REMOVED/REDUCED/ADDED/INCREASED IN 2007 BUDGET

PROJECT	DESCRIPTION	REMOVED	REDUCED	ADDED/ INCREASED
PR-L-2815	Veterans Parkway Trail	$ 10,000		
PR-L-2826	S.J. Miller Tennis Court Reconstruction			$ 10,000
PR-K-2829	OACC Roof Repairs	62,000		
PL-L-2843	Park Maintenance Bldg. Roof Repairs and Maintenance			65,000
BS-K-3926	5th Floor Finance Dept. Remodel		$ 5,000	
UW-K-7303	Parking Lot Repair			3,548
EN-N-1784	New Sidewalk - 2007 Paving Projects (E. 21st Street - Vine Ave. 500' west)			15,000
ST-N-6109	Security fence at Armory Storage Building	6,500		
		$78,500	$ 5,000	$ 93,548

APPENDIX G
SUMMARY OF APPROVED 2007 CIP PROJECTS
NOT SUBMITTED IN 2007 BUDGET

DESCRIPTION	PROJECT #	AMOUNT
None	None	$0