

CITY OF EAU CLAIRE



2016 ADOPTED OPERATING BUDGET

ADOPTED NOVEMBER 10, 2015

COVER DESIGN: CHRISTINE FINN, PURCHASING TECHNICIAN



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City of Eau Claire, Wisconsin 2016 Adopted Budget

City Manager's Budget Message

**To: Council President Kincaid,
City Council Members, and
City of Eau Claire Citizens**

I am pleased to present the City of Eau Claire's 2016 Adopted Budget. The 2016 Adopted Budget is both a product of past emphases as well as the primary financial tool for guiding the City's future. In last year's budget message, I indicated that collaboration would be emphasized in 2015. I am proud to report that collaboration, both internal and external to the organization, resulted in a number of significant and widely known advancements in downtown Eau Claire.

Internal collaboration between departments resulted in a focused and singular effort to promote downtown Eau Claire as a top location for private development. The planning, financing, engineering, and marketing required from multiple City departments to help promote private development showcases what positive collaboration can accomplish. To assist departments in meeting their goals, the City's budget is used to provide the staffing and resources necessary to make an already productive and efficient workforce even better.

The future of the downtown Confluence Project is even brighter because of collaboration between numerous external stakeholders. Eau Claire County, the State of Wisconsin, and a large list of generous private sector philanthropists have pledged a combined \$32 million to the Community Arts Facility portion of the project. As a result of the recognition that the Confluence Project is a collaborative effort, the City of Eau Claire pledged a contribution of \$5 million in total funding to the Community Arts Facility. The City's carefully planned Operating Budget and Capital Improvement Plan are the tools that make the City's participation possible.

As a result of the Confluence Project, a significant amount of spinoff development is anticipated in the downtown area. Some of the anticipated development is already occurring, and staff members are hard at work assisting with facilitating more development. I am confident that City staff will excel in their efforts to ensure a prosperous future for downtown Eau Claire.

While many eyes are on downtown Eau Claire, it is important to remember the substantial work that occurs across the entire city. Maintaining Eau Claire as a vibrant community in which to work, play, and live requires collaboration on a daily basis. City staff are constantly engaged with citizens and stakeholders across the community and a significant amount of resources are required to ensure that the organization meets community needs. I believe that the City's 2016 Adopted Budget demonstrates the type of responsible financial stewardship required to allow the organization to create positive change throughout the city.

The City's 2015-2018 Strategic Plan will be the driving force behind many of the organization's

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efforts over the next few years. A budget should serve as a tool that helps address strategic issues and achieve organizational goals. During the strategic planning process, four key strategic issues were identified. The strategic issues are

- Fostering sound economic development and redevelopment,
- Providing safe and functional infrastructure,
- Optimizing organizational structure and staffing,
- Prioritizing services and service levels.

Fostering sound economic development and redevelopment in the future will require continued responsible budgeting. The City's contribution to the Community Arts Facility, as well as the City's investment in downtown infrastructure, underscores the role that the organization plays in promoting a positive future for development in Eau Claire. The City's role cannot be fulfilled without maintaining good fiscal health.

The City is committed to ensuring safe and functional infrastructure throughout the City, which accomplishes several purposes. First, safe and functional infrastructure promotes health and safety for residents and visitors alike. Second, safe and functional infrastructure promotes growth by providing the capacity needed for development. Third, and perhaps less measurable, safe and functional infrastructure serves as a positive first impression for visitors to the community. Providing safe and functional infrastructure requires significant financial resources, and good budgeting practices can help ensure adequate funding for infrastructure.

An optimal organizational structure and staffing promotes workflow efficiency and improves the overall work product of the City. For the 2016 Adopted Operating Budget, department directors were tasked with taking careful consideration of staffing efficiency. Human Resources staff will be collaborating with departments to ensure that opportunities exist for ongoing training, succession planning, and process improvement. Opportunities for optimizing the workforce will require future budgeting considerations.

Optimizing the workforce also requires aligning City efforts with the priorities of the citizens. The Strategic Plan includes future work to gauge community priorities and shift resources and efforts accordingly. Future budgets based on community priorities will ensure the City is flexible in response to achieving residents' desired outcomes.

The City's emphasis on collaboration spurred the redevelopment in downtown Eau Claire. Collaboration with external stakeholders resulted in the alignment of funding resources and the vision of what downtown Eau Claire can become. Now that the foundation of Eau Claire's future was laid, successfully integrating financial planning with strategic planning will ensure that Eau Claire remains a vibrant city with exceptional quality of life and services.

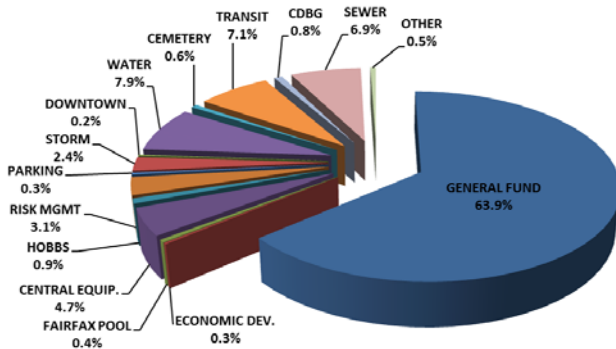
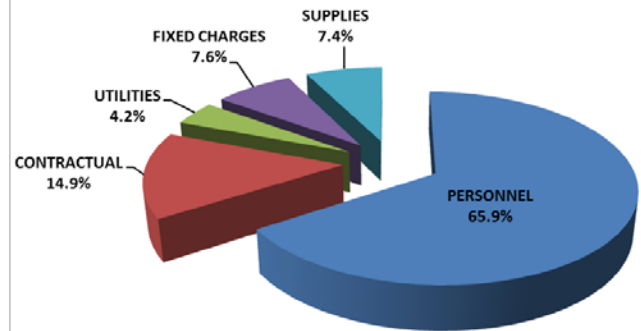
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City Manager's Budget Message

2016 Budget Overview

The 2016 Adopted Budget for the City of Eau Claire totals \$113,526,700. Compared to the 2015 Adopted Budget, this represents an increase of \$860,300, or .76%. The 2016 Adopted operating budgets for the City of Eau Claire, the City-County Health Department, and L.E. Phillips Public Library total \$90,144,600 for all funds. Compared to the 2015 Adopted Budget, operating expenditures for all funds increased \$2,206,700, or 2.51%.

Operating expenditures are broken down into a number of categories, and as illustrated in the pie chart, personnel and related costs represent a majority of operating expenditures (65.9%) followed by contractual services (14.9%), fixed charges (7.6%), and Materials and Supplies (7.4%).



The operating budgets for the City of Eau Claire are comprised of various funds, as illustrated in this pie chart. The General Fund accounts for most of the City's core services and represents 63.9% of the operating budget, followed by the Water Utility (7.9%), Transit (7.1%), Sewer Utility (6.9%), Central Equipment (4.7%), and Risk Management (3.1%).

The 2016 Adopted Budget for the City-County Health Department totals \$5,403,300. Compared to the 2015 adopted budget, this represents an increase of \$366,700, or 7.3%. The 2016 Adopted Budget for the L.E. Phillips Public Library totals \$4,131,500. Compared to the 2015 Adopted Budget, this represents an increase of \$97,200, or 2.41%.

General Fund

The General Fund is the largest of the City's operating funds and provides for city services most familiar to residents, with the primary source of revenue being the property tax. Police and fire protection, snow plowing, street maintenance, recreation programs and maintenance of parks and ball fields, along with support services are all paid for through the General Fund.

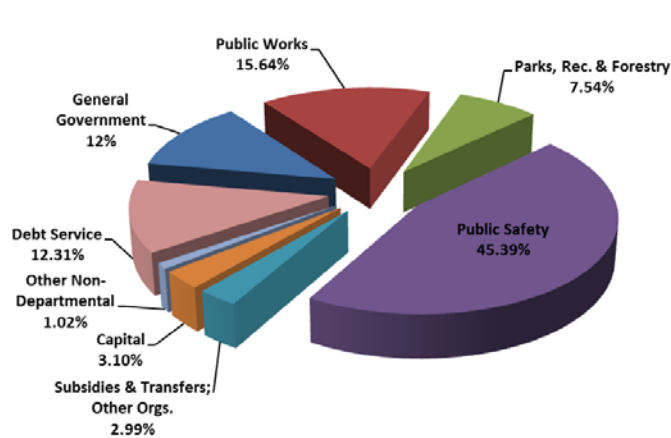
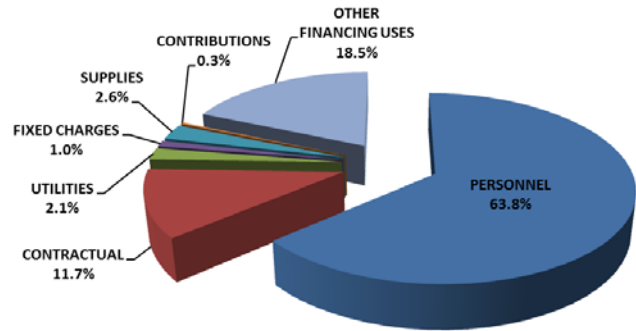
The 2016 Adopted Budget for the General Fund proposes expenditures totaling \$61,808,400. Compared to the 2015 General Fund Adopted Budget of \$ 61,284,500, expenditures increase

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\$523,900, or .85%. The General Fund operating budget totals \$50,201,400, which is an increase of \$1,693,100, or 3.49%, compared to the 2015 General Fund Adopted Budget.

The 2016 transfer for debt service decreases \$202,000, or 2.59% from 2015. This decrease is due to no debt being issued in 2015 to fund capital projects.

Most of the services provided through the General Fund are heavily dependent upon people. Expenditures on personnel represent the largest category of expenditures at 63.8% of the Adopted 2016 budget. The second-largest category of expenditures is Other Financing Uses (which includes debt, operating, and capital transfers) at 18.5%, followed by Contractual Services at 11.7%.



The largest category of programs included in the General Fund is Public Safety, which represents 45.39% of adopted General Fund expenditures. The next largest categories of expenditures include Public Works (15.64%), Debt Service (12.31%), General Government (12%), and Parks, Recreation & Forestry (7.54%). Public Safety represents 51.8% of proposed General Fund operating expenditures, excluding debt service.

The 2016 Adopted Budget requires a property tax levy of \$38,461,100 for City Government (City, Library, and Health). Compared to the 2015 adopted property tax levy of \$38,107,400, this represents an increase of \$353,800, or .93%. For the owner of a home with an assessed value of \$150,000, the adopted increase in the tax levy would result in an annual decrease in property taxes of \$1 or .08%.

- **Program/Expenditure Changes**

The 2016 Adopted Budget includes a number of significant program and expenditure changes that are summarized below:

- Economic Adjustments +\$500,000
- Elections +\$222,300
- Health Insurance Premium +\$134,200

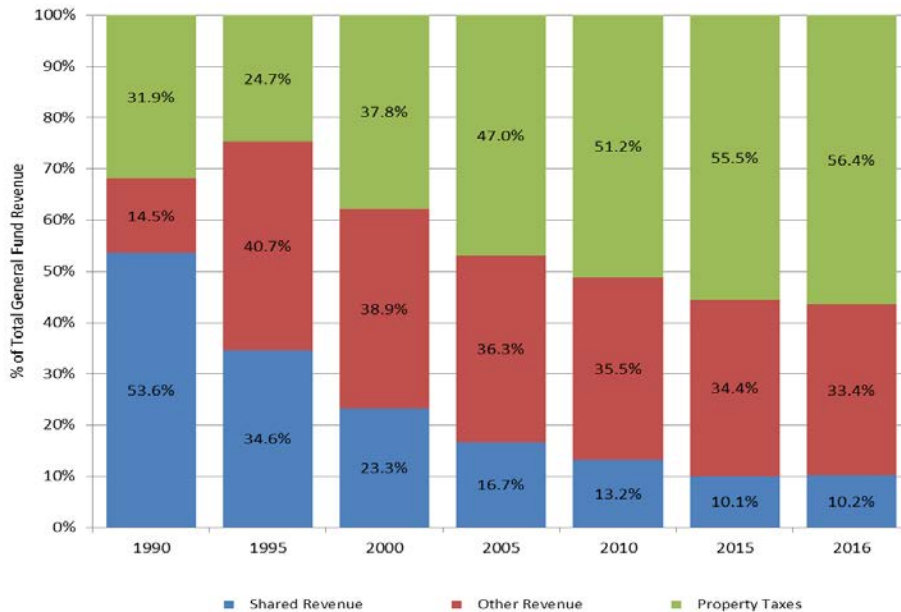
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○ Retiree Health Insurance	+\$107,000
○ City Equipment Rental	+\$78,300
○ Step Increases	+\$85,000
○ Electricity	+\$32,400
○ Seasonal Employees (Parks Maintenance)	+\$18,400
○ Additional Telecommunicator (July 1)	+\$10,600
○ Increase Health Insurance Employee Co-pay	-\$79,500
○ WRS – Reduction in Employer Rate	-\$96,900
○ Debt Service	-\$202,000
○ Transfer to CIP	-\$955,000

- **Revenue Changes**

The Adopted 2016 General Fund Budget anticipates non-property tax revenues totaling \$26,017,900, an increase of \$751,900, or 3.0% over the 2015 Adopted Budget. As illustrated in the chart below, non-property tax revenues have been declining for several years. From 1990 through 2016, State Shared Revenues declined by 44%.



The following summarizes the major non-property tax revenue changes in the Adopted 2016 Budget:

○ Special Assessments	+\$230,600
○ State Aid (Streets)	+\$158,400
○ Recreational Charges	+\$133,800
○ Ambulance Fees	+\$123,000

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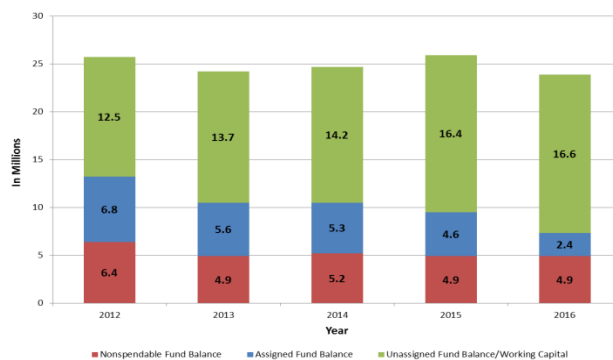
City Manager's Budget Message

- State Aid (Police & Fire) +\$92,500
- Investment Income +\$70,000

Fund Balance

The City has very little ability to pay for capital projects on a pay-as-we-go basis. Under the levy limit statutes, the City is not able to exceed the levy limit to pay for ongoing capital improvements. Instead, annual expenditures for streets, parks and facilities must either be financed by drawing down limited fund balance or through the issuance of debt. In order to reduce the property tax impact of proposed capital projects, the Adopted Budget includes the use of \$1,895,800 of unassigned fund balance, a decrease of \$544,100, or 22.3%, from 2015.

At the end of 2015, the General Fund is expected to have a fund balance of \$25.5 million compared to \$24.8 million at the end of 2014. The projected fund balance is approximately \$6.2 million greater than anticipated when the 2015 budget was adopted.



With the anticipated use of unassigned fund balance in 2016, the unassigned fund balance at the end of 2015 is projected to represent 26.5% of adopted 2016 expenditures. This will maintain compliance with the City Council's policy on Fund Balance that establishes a minimum of 15%, with a target of 20%.

Water Utility

The 2016 Adopted Budget for the Water Utility totals \$6,466,500, which is a decrease of \$61,500, or .94%, from the 2015 Adopted Budget.

- **Program/Expenditure Changes**

- Property Tax Equivalent Payment +\$28,000
- Utilities +\$22,000
- Economic Adjustments +\$23,000

Since the Water Utility increased rates in April 2014 through a full rate case, the next rate increase will be considered through a simplified rate case in 2016.

Sewer Utility

The 2016 Adopted budget for the Sewer Utility totals \$6,436,500, which is a decrease of \$218,000, or 3.28%, from the 2015 Adopted Budget.

- **Program/Expenditure Changes**

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○ Utilities	+\$252,200
○ Retiree Health	+\$22,000
○ Position Reductions	-\$297,000
○ Chemicals	-\$250,000

The proposed rate increase for the Sanitary Sewer is 4.5% for an average residential customer using 15 CCF of volume. The rate is based upon a study by Donohue and Associates and considers the operating expenses, debt service, and equipment replacement reserve requirements in conjunction with the Clean Water Fund Program financing for the wastewater treatment plant upgrade.

Storm Water Utility

The 2016 Adopted Budget for the Storm Water Utility totals \$2,427,100, which is a decrease of \$98,800, or 3.91%, from the 2015 Adopted Budget.

• Program/Expenditure Changes

○ Utilities	+\$3,100
○ Debt Service	-\$90,000
○ Wage Redistributions	-\$80,500

The Storm Water Utility fee covers the cost of operations and the debt service for the capital improvements. The fee will increase from \$88 per Equivalent Runoff Unit (ERU) to \$90 per ERU, a 2.3% increase.

Public Transit

The 2016 Adopted Budget for Public Transit totals \$5,603,600, which is an increase of \$24,400, or .44%, from the 2015 Adopted Budget.

Program/Expenditure Changes

○ Repair Parts	+\$45,000
○ Contractual Services	+\$41,000
○ Economic Adjustments	+\$34,000
○ Contract with Abby Vans	+\$26,400
○ Health Insurance Premium	+\$10,500
○ Wage Redistributions	-\$113,000

Parking Utility

The 2016 Adopted Budget for the Parking Utility totals \$298,900, which is an increase of \$160,900, or 55.7%, from the 2015 Adopted Budget. This increase is associated with the new Galloway Street parking ramp opening in 2016.

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City Manager's Budget Message

No rate increases are included in the adopted budget, however, we are in the midst of a parking study that will examine and make recommendations concerning the current fee structure and budget.

Hobbs Municipal Ice Center

The 2016 Adopted Budget for Hobbs Municipal Ice Center totals \$776,400, which is an increase of \$26,700, or 3.56%, from the 2015 Adopted Budget primarily due to increases in utility costs.

Fairfax Municipal Pool

The 2016 Adopted Budget for Fairfax Municipal Pool totals \$353,300, which is an increase of \$7,200, or 2.08%, from the 2015 Adopted Budget primarily due to funding for the replacement of lounge chairs (\$4,000).

Economic Development/Downtown/BIDs

The 2016 Adopted Budget for the Economic Development Fund totals \$743,600, which is a decrease of \$800, or .11%, from the 2015 Adopted Budget.

The City's Economic Development Fund provides financial resources for several agencies to encourage and support the creation and expansion of businesses and jobs in the community. The 2016 Adopted Budget provides the following funding:

- Economic Development Fund
 - Eau Claire Area Economic Development Corp. \$ 90,000
 - Chippewa Valley Innovation Center \$ 12,100
 - Downtown Partners Fund \$ 85,000
 - Transfer to Redevelopment Authority CIP \$350,000
- Downtown Fund/DECI \$119,600
- Business Improvement Districts
 - BID #1 – South Barstow \$ 84,000
 - BID #2 – West Grand \$ 15,000
 - BID #3 – Water Street \$ 11,000
 - BID #4 – North Barstow/Medical \$ 44,000
- Redevelopment Authority \$ 77,300

Community Enhancement Fund

The room tax revenues for 2016 are estimated to be \$1,822,500, an increase of \$252,500, or 16%. Visit Eau Claire will receive \$1,275,800 (70%) of the room tax proceeds in accordance with its agreement. The balance of the room tax revenue (\$546,700) plus fund balance (\$87,200) will be used to support the following City programs:

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City Manager's Budget Message

- Operating Support
 - General Fund \$115,000
 - Hobbs Ice Center \$ 75,000
- Capital Projects
 - Hobbs Ice Center \$308,900
 - Fairfax Pool \$132,800

Cemetery Maintenance

The 2016 Adopted Budget for Cemetery Maintenance totals \$477,400, which is an increase of \$3,000, or .63%, from the 2015 Adopted Budget.

Risk Management

The 2016 Adopted Budget for Risk Management totals \$2,405,800, which is a decrease of \$143,400, or 5.63%, from the 2015 Adopted Budget.

- **Program/Expenditure Changes**
 - Insurance +\$71,900
 - Transfer to Environmental Improvement Capital - \$200,000

Central Maintenance

The 2016 Adopted Budget for Central Maintenance totals \$3,697,800, which is an increase of \$413,200, or 12.58%, from the 2015 Adopted Budget.

- **Program/Expenditure Changes**
 - Repair Parts/Supplies +\$252,400
 - Wage/Benefit Changes +\$42,000
 - Overtime +\$35,500
 - Economic Adjustments +\$20,000
 - Repairs to Equipment & Buildings +\$38,000
 - Health Insurance +\$4,300
 - Diesel Fuel - \$50,000

Hazardous Materials

The West Central Regional Response Team is a joint venture between Eau Claire Fire and Rescue and Chippewa Falls Fire and Emergency Services. The 2016 Adopted Budget for Hazardous Materials totals \$122,100, which is an increase of \$2,900, or 2.43%, from the 2015 Adopted Budget.

Community Development Block Grant

Community Development Block Grant (CDBG) funds are used to provide safe and sanitary housing, suitable living environments and expanded economic opportunities for low-to-moderate

2016 Adopted Budget

City Manager's Budget Message

income people. The 2016 Adopted Budget for CDBG totals \$623,600, which is a decrease of \$10,300 or 1.62%, from the 2015 Adopted Budget.

L.E. Phillips Memorial Public Library

The 2016 Adopted Budget for the Public Library totals \$4,131,500, which is an increase of \$97,200, or 2.41%, from the 2015 Adopted Budget.

- **Program/Expenditure Changes**

○ Wage/Benefit Changes	+\$106,000
○ Retiree Health Insurance	+\$18,000
○ Library Materials	+\$14,000
○ Computer Service Charge	-\$56,600

City-County Health Department

The 2016 Adopted Budget for the City-County Health Department totals \$5,403,300, which is an increase of \$366,700, or 7.28%, from the 2015 Adopted Budget.

- **Program/Expenditure Changes**

○ Wage/Benefit Changes	+\$197,300
○ Auto Allowance	+\$26,400
○ Training/Meetings	+\$24,000
○ Health Insurance	+\$23,000
○ Retiree Health Insurance	+\$21,400
○ Membership Dues	+\$17,000
○ Contractual Services	+\$15,000
○ Mobile Phones	+\$13,500

- **Revenue Changes**

The following summarizes the major non-property tax revenue changes in the 2016 Adopted Budget:

○ Grants	+\$179,000
○ Licenses & Permits	+\$87,100
○ State/Federal Aid	+\$66,000
○ Property Tax	+\$42,000

Future Planning Based Upon Success

Private and public investment in downtown Eau Claire indicates a widespread belief that downtown Eau Claire is ready for significant redevelopment. There is every reason to believe that numerous standards can be set with regard to what ideal redevelopment looks like. Collaborative participation from entities with State-wide influence shows that the Confluence Project will be a development of which the entire State of Wisconsin can be proud.

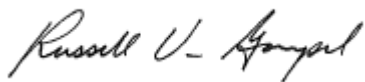
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Development of the scale that downtown Eau Claire offers will create new challenges for the City that staff must be prepared to overcome. I believe that the City's Strategic Plan will guide the organization forward as demands increase. The City of Eau Claire is staffed by committed and dedicated individuals who embody the City's values of integrity, environmental and fiscal sustainability, service excellence, transparency, enjoyment, fun, enthusiasm, vision, diversity, and collaboration. I am confident that the City's devoted staff and the dedicated citizens of Eau Claire will continue to collaborate and guide the community into a bright future.

I want to thank Finance staff, and in particular Jay Winzenz, Kelly Thompson, and Josh Solinger for their efforts to bring the 2016 Adopted Budget before the Council. In addition, the large list of names in the *Acknowledgments* section of this budget book indicates the volume of work that goes into preparing a budget, and I want to thank everyone for their efforts in preparing this budget. This organization greatly benefits from all of the hard-working staff across the city, some of whom are more visible than others. However, everyone's work goes toward making this city the great place that it is, and I want to recognize those efforts.

The City Council provided valuable feedback during the budget process. As a result, two changes were made to the Recommended Operating Budget prior to adoption. Council approved an increase of \$2,000 in funding to the Chippewa Valley Innovation Center by reducing the funding to the Eau Claire Area Economic Development Corporation. There was an increase of \$3,900 in funding that was approved for the Market Match program, which will be funded from Economic Development's fund balance. In addition, funding for the Jeffer's Road Park in the Capital Improvement Plan was revised to show the funding going to the projects that "borrowed" the Jeffer's Road Park project funds in 2015.

Respectfully submitted,



Russell Van Gompel
City Manager

City of Eau Claire, Wisconsin

2016 Adopted Operating Budget

Adopted November 10, 2015



Introduction

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City of Eau Claire 2016 Adopted Operating Budget

Acknowledgments

Council President – Kerry Kincaid
City Manager – Russell Van Gompel

City Council

District 1 – Tim Tewalt
District 2 – David Klinkhammer
District 3 – Kathy Mitchell
District 4 – Bob Von Haden
District 5 – Andrew Werthmann

At Large – Catherine Emmanuelle
At Large – Eric Larsen
At Large – Monica Lewis
At Large – David Strobel
At Large – Michael Xiong

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John Stoneberg
Steve Thompson
Darryl Tufte
Janice Vinopal
Tom Wagener
Greg Wallace



City of Eau Claire 2016 Adopted Operating Budget

City Council



Kerry Kincaid
Council President



Tim Tewalt
District 1



David Klinkhammer
District 2



Kathy Mitchell
District 3



Bon Von Haden
District 4



Andrew Werthmann
District 5



Catherine Emmanuelle
At Large



Eric Larsen
At Large



Monica Lewis
At Large



David Strobel
At Large

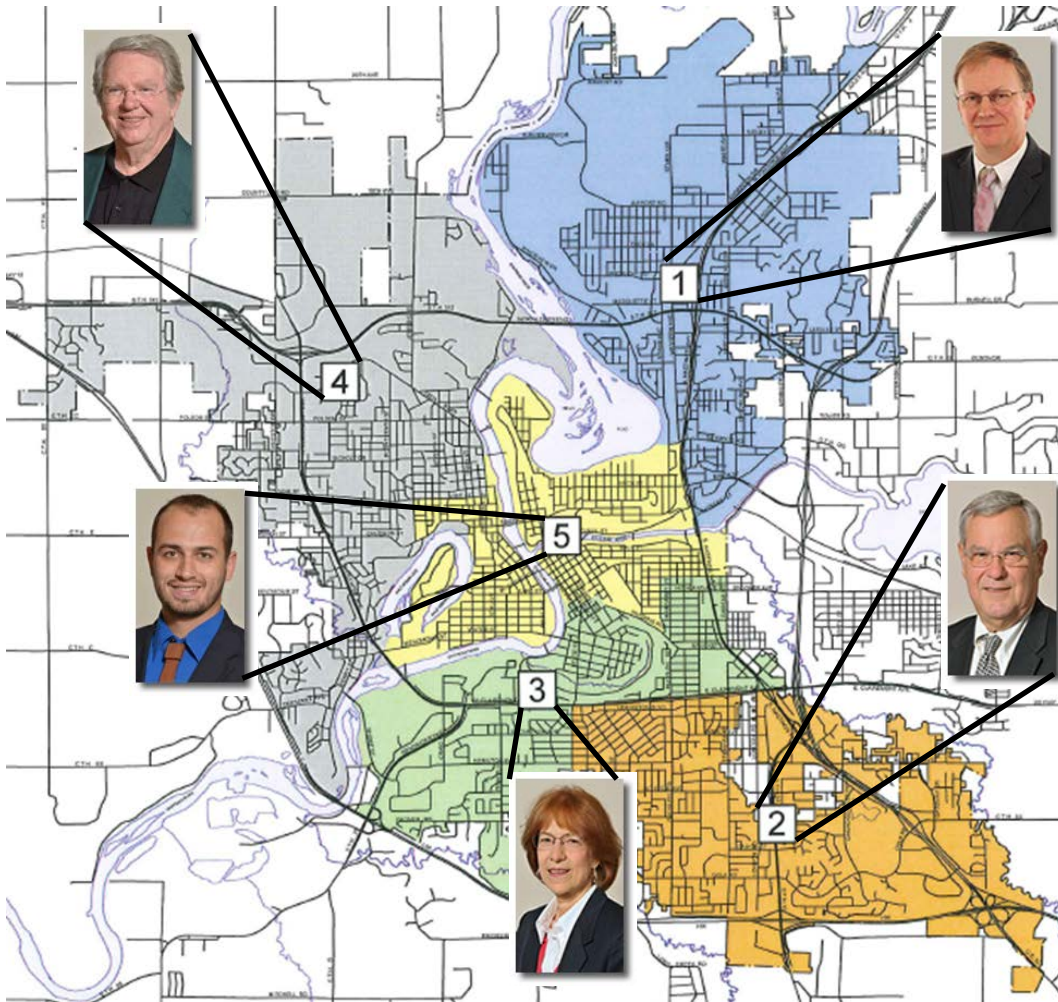


Michael Xiong
At Large



City of Eau Claire 2016 Adopted Operating Budget

Aldermanic Districts





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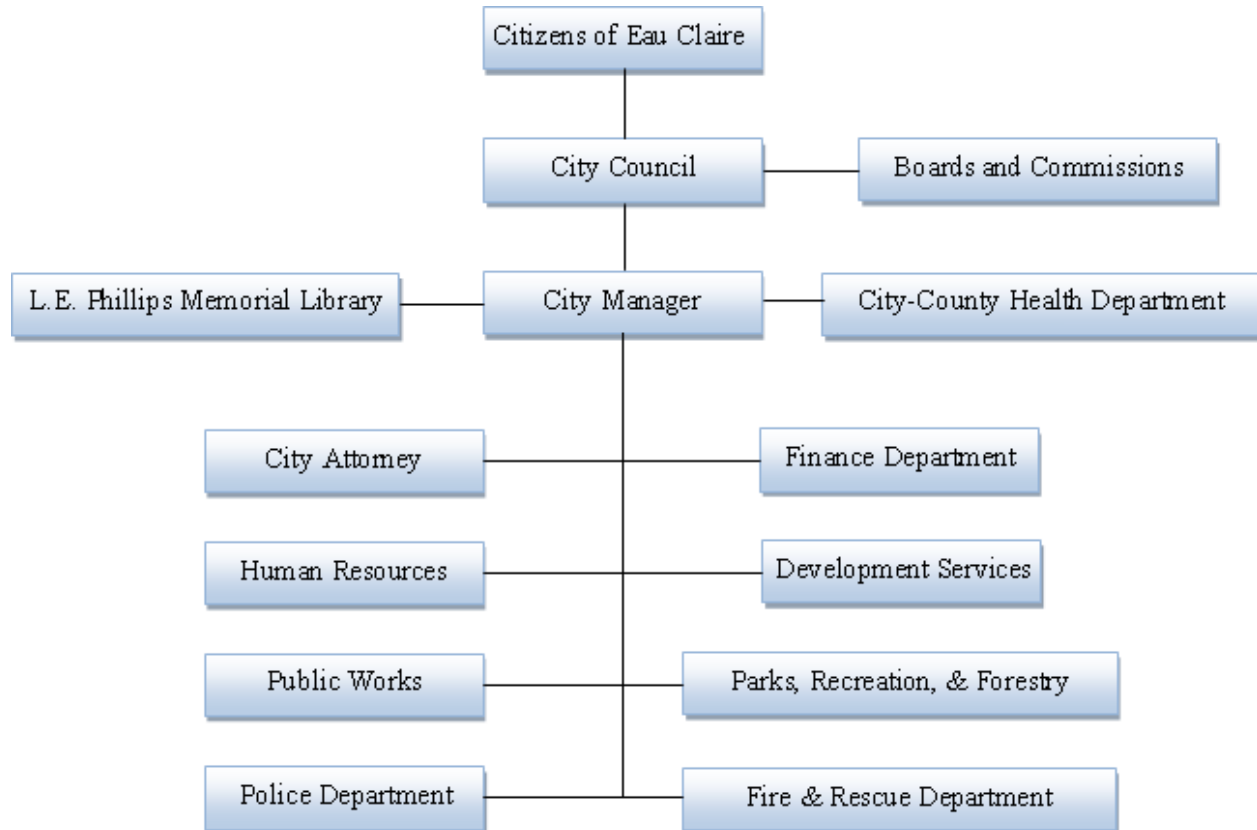
Executive Management Team

Russell Van Gompel	City Manager
Stephen Nick	City Attorney
Elizabeth Giese	City/County Health Department Director
Darryl Tufte	Development Services Director
Jacob Winzenz	Finance Director
Lyle Koerner	Fire Chief
Dale Peters	Human Resources Director/Assistant City Manager
John Stoneberg	Library Director
Gerald Staniszewski	Police Chief
Phillip Fieber	Public Works Director



City of Eau Claire 2016 Adopted Operating Budget

Organizational Chart





City of Eau Claire 2016 Adopted Operating Budget

About Eau Claire

Community Profile

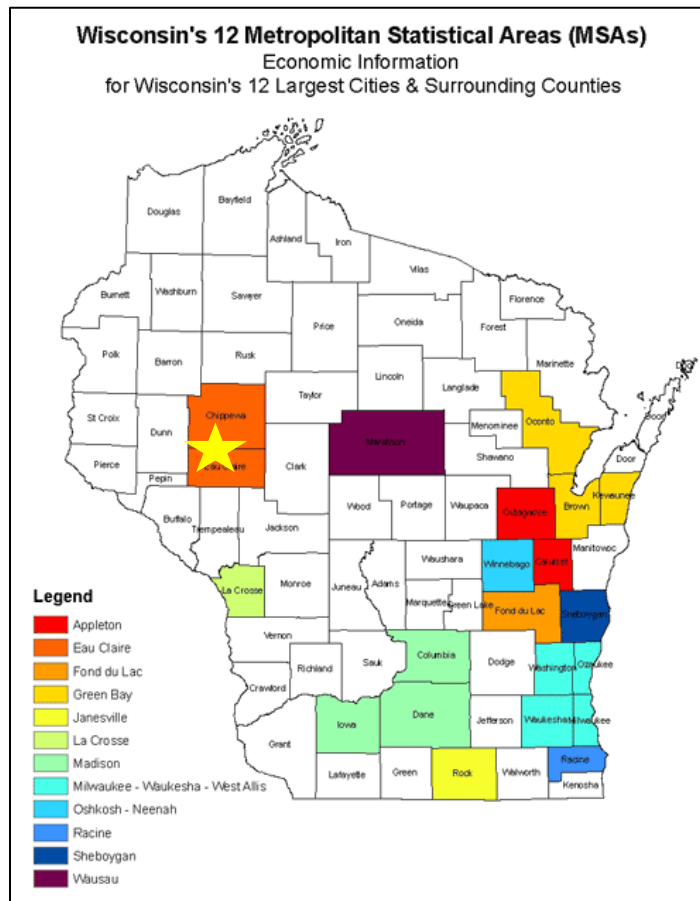
The City of Eau Claire is located in west-central Wisconsin in both Eau Claire and Chippewa counties. Eau Claire is situated along Interstate 94 between Minneapolis and Chicago, and is home to the Chippewa Valley Regional Airport. Due to its location, Eau Claire serves as the center for health and professional services, education, retail trade, technology, and industry in west-central Wisconsin. As a metropolitan statistical area (MSA), Eau Claire is recognized as an economic hub for the region.

Approximately 66,000 people currently call Eau Claire home. According to the Wisconsin Department of Revenue, the Eau Claire MSA is one of the fastest growing metropolitan statistical areas in the state. Since 2000, the population of the Eau Claire MSA has grown by 9.4 percent.

Education is a key component of the fabric of Eau Claire’s community. The University of Wisconsin – Eau Claire (UWEC) is home to approximately 11,000 students. UWEC has been named by U.S. News & World Report as one of the most affordable public universities in the United States. Chippewa Valley Technical College hosts its largest campus in Eau Claire, and the NanoRite Innovation Center provides leasable space, technical equipment, and expertise in nanotechnology and micro-fabrication.

Eau Claire is fortunate to be home to three award winning public medical facilities that serve people across west-central Wisconsin. Mayo Clinic Health System’s location in downtown Eau Claire has contributed to the growth and vitality of the central business district. In addition, Marshfield Clinic and Sacred Heart Hospital are award winning medical facilities located in Eau Claire. The medical facilities employ over 7,000 people combined.

It is difficult to think about Eau Claire without considering the abundant recreational opportunities enjoyed by residents and visitors alike. Outside Online recently named Eau Claire the [number four best place to live in America in 2015](#). The City is proactive about developing its trail system and maintaining access to Eau Claire’s abundant water resources. Downtown development that emphasizes the Eau Claire and Chippewa rivers will provide additional future opportunities for residents and visitors to enjoy the outdoors in Eau Claire.





City of Eau Claire 2016 Adopted Operating Budget

About Eau Claire

Government Profile

Mission Statement

It is our mission to assure the common good through services essential for a safe, sustainable, engaged, and healthy community.

Council/Manager form of government

- Eleven members of the City Council
- Council President
- Five members from aldermanic districts
- Five at-large members

Residents receive a number of City services, including:

- Police and fire protection
- Public transit
- Street construction and infrastructure maintenance
- Water, sewer, and stormwater management



The City's Operating Budget and Capital Improvement Plan is updated and approved by Council annually. Council workshops and public hearings provide citizens with opportunities for feedback regarding the Operating Budget and Capital Improvement Plan. The City of Eau Claire welcomes and encourages citizen feedback during capital planning and budgeting processes.

STRATEGIC PLAN

A sound organization occasionally re-assesses its strategic priorities, goals, and objectives. As a result of such a re-assessment, the City of Eau Claire finalized a new four-year Strategic Plan. The 2015-2018 Strategic Plan will serve as a guide for allocating resources and for the development of the City organization. The Plan identifies four key strategic issues that organizational goals and objectives are formed around:

1. Fostering sound economic development and redevelopment
2. Providing safe and functional infrastructure
3. Optimizing organizational structure and staffing
4. Prioritizing services and service levels



City of Eau Claire 2016 Adopted Operating Budget

Budget Calendar

May 4	2015 budgets distributed to departments
May 5 – June 19	Departments prepare 2016 budget requests
June 19	Council suggested programs due
June 20 – September 2	City Manager reviews department requests
September 3 – October 7	Finance prepares 2016 Budget
October 8	City Council receives Adopted 2016 Budget (work session #1)
October 15	City Council work session #2
October 20	City Council work session #3
October 22	City Council work session #4
November 9	Public Hearing on Adopted 2016 Operating Budget
November 10	City Council adopts Adopted 2016 Operating Budget
November 24	City Council adopts 2016 tax levy

City of Eau Claire, Wisconsin

2016 Adopted Operating Budget

Adopted November 10, 2015



Overviews

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City of Eau Claire 2016 Adopted Operating Budget

Tax Overview

Equalized Value Ratio

The equalized value ratio depicts the actual total property value of property in the City compared to the locally assessed real property value. A lower ratio means that the City's actual property value is higher than the locally assessed value. Manufacturing property value is removed from the calculation because the State assesses such property, so it is not locally assessed. In addition, the calculation does not include property value in tax increment districts.

Equalized Value Ratio by Tax Year			
County	2014	2015	2016
Eau Claire	101.83%	99.85%	96.72%
Chippewa	100.25%	97.61%	96.32%

Property Valuation

Tax values are described in terms of assessed and equalized values for taxation purposes. Assessed values are used to distribute a municipality's tax burden among individual property owners, and are [re-assessed every three years](#). An equalized value determines the value of a city, village, or town compared to other entities within a defined area. [Equalized values](#) are used for apportioning county property taxes, public school taxes, vocational school taxes, and for distributing State aid. A positive change in equalized value indicates that a community's share of the total value in a county is growing.

Property Value by Type and Year (without TIDs)				
Valuation Type	2014	2015	2016	Percent Change (2015 - 2016)
Assessed Value (000's)	\$ 4,310,587	\$ 4,359,066	\$ 4,404,019	+ 1.03%
Equalized Value (000's)	4,236,441	4,371,817	4,554,203	+ 4.17%



City of Eau Claire 2016 Adopted Operating Budget

Tax Levy and Rate Information

The table below shows the total tax levy collected by various taxing entities. Assessed property values are required to determine tax rates for each taxing entity. At this time, assessed values for 2016 are estimated.

Assessed Value Tax Levy and Rate Information

*Note: Table only depicts homes in the Eau Claire County/Eau Claire Area School District taxing territories (w/out TIDs).

	2015		2016	
	Levy	Rate	Levy	Rate
Levied by City Government:				
City of Eau Claire	\$32,166,643	7.670	\$ 32,441,781	7.651
Public Library	2,816,501	0.671	2,883,006	0.680
City-County Health	1,656,844	0.395	1,699,442	0.401
Total City Government	36,639,988	8.736	\$ 37,024,229	8.732
Levied by Other Taxing Entities:				
Eau Claire Area School District	41,297,998	9.879	41,055,092	9.683
CVTC	3,772,330	0.900	3,885,789	0.916
Eau Claire County	15,760,740	3.782	16,654,191	3.928
State Forestry	728,589	0.170	762,708	0.180
Total Other Entities	61,559,657	14.731	62,357,780	14.707
Gross Tax Levy/Tax Rate	98,199,645	23.467	99,382,008	23.439
Less State School Tax Credit	(6,405,984)	(1.495)	(7,287,727)	(1.719)
Net Levy/Tax Rate - All Taxing Entities	\$91,793,661	21.972	92,094,281	21.720

Allocation of Tax Costs for Average Home

The rates from the table above can be used to determine the allocation of an average tax bill. An average tax bill is estimated by applying applicable tax rates to a house of average value in the city. The table below shows the property tax revenue allocation to City government entities, but it is important to note that other entities levy taxes. Other taxing entities in Eau Claire County include Eau Claire Area School District, Chippewa Valley Technical College, Eau Claire County, and the State of Wisconsin.

Taxes Collected for City - \$150,000 Home

	2015	2016	Inc.(Dec.)	% Change
Collected for City Government:				
City of Eau Claire	\$ 1,151	\$ 1,148	\$ (3)	-0.26%
Public Library	101	102	1	0.99%
City-County Health	59	60	1	1.69%
Total City Government	\$ 1,311	\$ 1,310	\$ (1)	-0.08%



City of Eau Claire 2016 Adopted Operating Budget

Budget Overview

Expenditure Highlights

The expenditure levels in the *2016 Operating Budget* reflect an effort to maintain quality service and to meet the City's infrastructure requirements while minimizing the tax rate impact. The following schedule compares expenditures by department, then by division.

General Fund Budget Comparison

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
GENERAL GOVERNMENT					
<u>City Council</u>	\$ 95,714	\$ 112,100	\$ 47,355	\$ 100,000	\$ 111,500
<u>Administrative Services</u>					
City Manager's Office	409,361	432,900	174,293	430,000	436,800
City Clerk	98,128	105,900	43,797	100,000	108,500
Elections	338,837	371,600	121,134	350,000	593,900
Information Services	904,840	948,700	430,364	910,000	976,700
Total Administrative Services	1,751,166	1,859,100	769,588	1,790,000	2,115,900
<u>City Attorney's Office</u>	484,644	487,700	194,642	440,000	487,400
<u>Finance</u>					
Administration	384,995	389,300	152,869	325,000	417,100
Accounting	604,690	682,000	296,162	610,000	776,900
Assessing	443,811	502,700	197,234	460,000	527,200
Customer Services	747,491	816,400	383,266	775,000	790,100
Total Finance	2,180,987	2,390,400	1,029,531	2,170,000	2,511,300
<u>Human Resources</u>					
Administration	658,279	696,600	294,284	650,000	720,000
Purchasing	220,980	244,400	88,185	231,500	248,800
Total Human Resources	879,259	941,000	382,469	881,500	968,800
<u>Development Services</u>					
Planning	571,573	564,700	249,626	575,000	570,100
Inspections	617,768	651,500	292,046	610,000	692,900
Landmark Commission	-	4,600	314	4,500	4,600
BPAC Commission	-	4,000	-	4,000	4,000
Green Team	-	4,100	-	4,100	4,100
Total Development Services	1,189,341	1,228,900	541,986	1,197,600	1,275,700
Total General Government	6,581,111	7,019,200	2,965,571	6,579,100	7,470,600



City of Eau Claire 2016 Adopted Operating Budget

General Fund Budget Comparison

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
<u>PUBLIC WORKS</u>					
Administration	\$ 705,520	\$ 732,100	\$ 333,507	\$ 700,000	\$ 410,100
Parks & Rec Administration	-	-	-	-	379,900
Engineering	1,495,928	1,634,500	651,430	1,537,300	1,594,600
GIS	117,371	132,600	60,973	127,700	128,400
Building & Grounds Maintenance	689,833	673,900	298,092	600,000	693,800
<u>Streets Operations</u>					
Street Maintenance	2,404,355	3,154,600	814,461	2,800,000	2,645,600
Off Street Maintenance	522,187	357,700	297,864	483,000	675,300
Snow & Ice Control	1,714,652	1,431,800	717,439	1,329,000	1,831,900
Traffic Signs & Signals	457,953	575,700	239,566	500,000	475,200
Street Lighting	940,386	732,000	456,486	745,800	752,800
Total Street Operations	6,039,533	6,251,800	2,525,816	5,857,800	6,380,800
Total Public Works	9,048,185	9,424,900	3,869,818	8,822,800	9,587,600
<u>PARKS, RECREATION & FORESTRY</u>					
<u>Maintenance</u>					
Parks	2,193,628	2,181,600	940,889	2,057,000	2,239,000
Stadiums & Ballfields	515,194	608,200	229,537	585,000	571,100
Neighborhood Playgrounds	178,218	130,700	105,286	171,200	170,200
Total Maintenance Operations	2,887,040	2,920,500	1,275,712	2,813,200	2,980,300
<u>Recreation</u>					
Carson Park Concessions	96,014	110,900	30,360	118,800	108,100
Recreation Instruction	379,661	407,900	157,113	380,000	409,200
Athletics	119,607	159,600	54,512	125,000	159,400
Indoor Pool Operations	105,553	132,000	26,158	110,000	124,000
Neighborhood Centers	74,640	85,600	38,087	80,000	84,600
Special Community Programs	10,375	13,200	2,653	12,000	14,100
Total Recreation Operations	785,850	909,200	308,883	825,800	899,400
Forestry	464,771	616,600	218,047	500,000	749,600
Total Parks, Recreation & Forestry	4,137,661	4,446,300	1,802,642	4,139,000	4,629,300
<u>PUBLIC SAFETY</u>					
<u>Police</u>					
Administration	1,159,576	1,267,400	630,564	1,263,200	1,321,000
Administrative Services	1,441,658	1,534,100	678,230	1,450,000	1,579,800
Patrol Services	8,059,506	8,469,800	3,659,155	8,200,000	8,715,900
Parking & Animal Control	394,423	443,200	211,056	400,000	431,000
Detective Bureau	2,600,936	2,630,300	1,167,303	2,500,000	2,710,700
Communication Center	1,848,198	2,048,400	878,503	1,900,000	2,194,400
Total Police	15,504,297	16,393,200	7,224,811	15,713,200	16,952,800



City of Eau Claire 2016 Adopted Operating Budget

General Fund Budget Comparison

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
<u>PUBLIC SAFETY CONT'D</u>					
<u>Fire</u>					
Administration	\$ 705,343	\$ 877,400	\$ 424,815	\$ 875,000	\$ 927,000
Suppression & Control	7,254,240	7,215,900	3,280,296	7,350,000	7,511,300
Ambulance & Rescue	2,195,031	2,246,200	955,981	2,075,000	2,221,500
Prevention & Inspection	508,824	500,300	222,457	487,500	514,400
Total Fire	10,663,438	10,839,800	4,883,549	10,787,500	11,174,200
Total Public Safety	26,167,735	27,233,000	12,108,360	26,500,700	28,127,000
<u>NON-DEPARTMENTAL</u>					
<u>Payments to Other Organizations</u>					
Landmarks Commission	1,822	-	-	-	-
Public Access	82,700	103,000	51,500	103,000	103,000
Senior Center	40,200	40,200	20,100	40,200	40,200
Total Payments to Other Organizations	124,722	143,200	71,600	143,200	143,200
<u>Subsidies & Transfers</u>					
<u>Operating</u>					
Economic Development	100,000	100,000	100,000	100,000	100,000
Cemetery Maintenance	441,668	280,000	-	280,000	294,800
Parking Utility	30,977	-	-	-	-
Transit	725,754	1,106,000	-	1,106,000	1,128,300
Hobbs Ice Center	163,035	81,700	-	81,700	90,800
Fairfax Municipal Pool	60,364	84,700	-	84,700	88,700
Total Subsidies & Transfers	1,521,798	1,652,400	100,000	1,652,400	1,702,600
<u>Capital</u>					
Buildings & Equipment	1,276,500	1,450,300	1,630,300	1,630,300	1,454,000
Streets	1,019,400	1,178,500	1,178,500	1,178,500	379,100
Parks	150,000	150,000	542,063	542,100	-
Bridges	180,000	9,200	9,200	9,200	-
Parking Utility	95,000	100,000	100,000	100,000	57,200
Transit	-	-	-	-	23,000
Fairfax Municipal Pool	40,000	40,000	40,000	40,000	-
Total Capital	2,760,900	2,928,000	3,500,063	3,500,100	1,913,300
<u>Other</u>					
Insurance & Retirement	234,202	183,400	32,250	183,400	183,400
Contractual Services	99,795	120,300	22,853	120,300	120,300
Special Assessments	54,586	117,200	-	117,200	117,200
Refunds & Reimbursements	9,958	-	1,058	-	-
Annexation Rebates	17,712	7,600	7,567	7,600	6,900
Contingency	-	200,000	-	200,000	200,000
Total Other	416,253	628,500	63,728	628,500	627,800
Total Non-Departmental	4,823,673	5,352,100	3,735,391	5,924,200	4,386,900
TOTAL GENERAL FUND OPERATING	50,758,365	53,475,500	24,481,782	51,965,800	54,201,400
<u>RETIREMENT OF INDEBTEDNESS</u>					
Transfer to Debt Service Fund	7,433,244	7,809,000	6,586,201	7,809,000	7,607,000
GRAND TOTAL - GENERAL FUND	\$ 58,191,609	\$ 61,284,500	\$ 31,067,983	\$ 59,774,800	\$ 61,808,400



City of Eau Claire 2016 Adopted Operating Budget

*Other Funds
Budget Comparison*

	2014 Actual	2015 Adopted	2015 6 Months	2015 Projection	2016 Adopted
Special Revenue Funds					
<u>Economic Development</u>					
Economic Development	\$ 185,790	\$ 212,300	\$ 75,630	\$ 207,000	\$ 210,400
Payments & Transfers					
Eau Claire Area EDC	90,000	90,000	45,000	90,000	88,000
Eau Claire Innovation Center	12,100	12,100	12,100	12,100	14,100
Downtown Partners Fund	80,000	80,000	80,000	80,000	85,000
Redevelopment Authority	400,000	350,000	350,000	700,000	350,000
Total Payments and Transfers	582,100	532,100	487,100	882,100	537,100
Loans	422,050	-	-	-	-
Total Economic Development	1,189,940	744,400	562,730	1,089,100	747,500
<u>Community Enhancement</u>					
Administration	2,378	2,400	1,755	2,400	2,400
Outside Organizations					
Visit Eau Claire	968,736	884,700	442,350	978,100	1,275,800
Regional Arts Council	95,200	95,200	47,600	95,200	-
Chippewa Valley Symphony	2,500	2,500	2,500	2,500	-
Chippewa Valley Museum	69,800	67,200	39,200	67,200	-
Paul Bunyan Camp	31,000	31,000	15,500	31,000	-
Children's Museum	4,400	4,400	4,400	4,400	-
Municipal Band	3,500	3,500	3,500	3,500	-
Chippewa Valley Theater Guild	1,500	4,500	4,500	4,500	-
Community Beautification	2,000	2,000	2,000	2,000	-
Eau Claire Chamber Orchestra	2,500	2,500	2,500	2,500	-
Sculpture Tour	2,400	2,400	2,400	2,400	-
Total Outside Organizations	1,183,536	1,099,900	566,450	1,193,300	1,275,800
Subsidies & Transfers					
Capital					
Hobbs Ice Center	70,000	85,000	85,000	85,000	308,900
Parks & Recreation	200,000	200,000	200,000	200,000	-
Fairfax Pool	50,000	50,000	50,000	50,000	132,800
Total Capital	320,000	335,000	335,000	335,000	441,700
Operating					
General Fund	115,000	115,000	115,000	115,000	115,000
Hobbs Ice Center	65,000	65,000	65,000	65,000	75,000
Total Operating	180,000	180,000	180,000	180,000	190,000
Total Community Enhancement	1,685,914	1,617,300	1,083,205	1,710,700	1,909,900
Downtown	111,350	113,700	49,194	113,700	119,600
Cemetery Maintenance	708,349	474,400	188,562	462,700	477,400
Hazardous Materials Grants	171,433	119,200	41,132	119,200	122,100
L.E. Phillips Memorial Public Library	3,919,423	4,034,300	1,986,075	4,034,300	4,131,500
City-County Health Department	4,844,322	5,036,600	2,347,891	5,340,500	5,403,300
Community Development Block Grant	631,678	633,900	354,015	723,900	623,600
Landfill Remediation	50,944	150,000	29,906	150,000	150,000
Total Special Revenue Funds	13,313,353	12,923,800	6,642,710	13,744,100	13,684,900
Debt Service Fund - GO Bonds					
Auditing/Arbitrage Rebate	3,231	18,000	2,753	17,800	18,000
Special Services	28,313	25,000	-	25,200	25,000
Principal	5,830,114	5,338,300	5,338,238	6,863,300	5,330,800
Interest	2,568,725	2,541,200	1,318,348	2,541,200	2,345,200
Total Debt Service - GO bonds	8,430,383	7,922,500	6,659,339	9,447,500	7,719,000
Debt Service Fund - Self Supporting					
<u>Debt Service Fund - Special Assessments</u>					
Auditing/Arbitrage Rebate	340	10,800	242	10,800.00	10,800
Special Services	-	25,000	-	25,000	25,000
Principal	800,000	640,000	640,000	640,000	480,000
Interest	83,100	53,600	33,520	53,600	29,700
Total Debt Service Fund - Special Assessments	883,440	729,400	673,762	729,400	545,500



City of Eau Claire 2016 Adopted Operating Budget

Other Funds Budget Comparison

	2014 Actual	2015 Adopted	2015 6 Months	2015 Projection	2016 Adopted
<u>Debt Service Fund - Self Supporting Cont'd</u>					
<u>Debt Service Fund - TID #5</u>					
Auditing/Arbitrage Rebate	-	2,700	3,658	2,700	2,700
Special Services	-	200	150	200	200
Principal	-	730,000	730,000	2,755,000	720,000
Interest	-	124,300	69,613	156,200	83,700
Total Debt Service Fund TID #5	-	857,200	803,421	2,914,100	806,600
<u>Debt Service Fund - TID #6</u>					
Auditing/Arbitrage Rebate	-	-	-	-	-
Special Services	-	-	-	-	-
Principal	115,000	115,000	115,000	115,000	115,000
Interest	14,100	9,500	5,900	9,500	4,900
Capital Costs	300,000	-	-	-	-
Total Debt Service Fund TID #6	429,100	124,500	120,900	124,500	119,900
<u>Debt Service Fund - TID #7</u>					
Auditing/Arbitrage Rebate	97	100	-	100	100
Special Services	150	200	150	200	200
Principal	300,000	135,000	135,000	135,000	140,000
Interest	24,569	14,300	8,500	14,300	8,800
Subtotal	324,816	149,600	143,650	149,600	149,100
Total Debt Service - Self Supporting	1,637,356	1,860,700	1,741,733	3,917,600	1,621,100
Total Debt Service Funds	10,067,739	9,783,200	8,401,072	13,365,100	9,340,100
<u>Enterprise Funds</u>					
Water Utility	6,434,429	6,528,000	2,794,027	6,542,900	6,466,500
Sewer Utility	5,831,615	6,654,500	2,923,084	6,663,700	6,436,500
Storm Water Utility	2,308,606	2,525,900	1,140,514	2,525,900	2,427,100
Parking Utility	297,551	192,000	92,146	192,000	298,900
Public Transit	5,570,671	5,579,200	2,449,398	5,579,200	5,603,600
Hobbs Municipal Ice Center	792,915	749,700	386,425	749,700	776,400
Fairfax Municipal Pool	326,499	346,100	122,817	346,100	353,300
Total Enterprise Funds	21,562,286	22,575,400	9,908,411	22,599,500	22,362,300
<u>Internal Service Funds</u>					
Risk Management	2,510,463	2,549,200	1,341,349	2,549,200	2,405,800
Central Equipment	3,351,098	3,284,600	1,364,850	3,284,600	3,697,800
Total Internal Service Funds	5,861,561	5,833,800	2,706,199	5,833,800	6,103,600
<u>Component Units</u>					
Redevelopment Authority	564,764	75,700	7,927	75,700	77,300
BID #1 - South Barstow	81,913	84,000	45,062	84,000	84,000
BID #2 - West Grand	17,120	15,000	7,806	15,000	15,000
BID #3 - Water Street	45,677	47,000	6,834	47,000	11,000
BID #4 - North Barstow/Medical	29,710	44,000	19,765	44,000	44,000
Total Component Units	739,184	265,700	87,394	265,700	231,300
TOTAL OTHER FUNDS	\$ 51,544,123	\$ 51,381,900	\$ 27,745,786	\$ 55,808,200	\$ 51,722,200

City of Eau Claire, Wisconsin

2016 Adopted Operating Budget

Adopted November 10, 2015



General Fund

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City of Eau Claire 2016 Adopted Operating Budget

GENERAL FUND
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 36,316,619	\$ 36,701,300	\$ 22,394,563	\$ 36,965,000	\$ 37,190,600
Intergovernmental	11,651,497	11,591,500	2,266,106	11,858,800	11,764,700
Licenses & Permits	1,574,334	1,583,900	831,551	1,838,600	1,624,200
Fines & Forfeits	651,373	692,300	456,675	759,000	672,300
Charges For Services	3,822,686	3,567,800	1,959,094	4,041,100	3,831,000
Charges For Services - Intergovernmental	3,169,641	3,435,200	1,634,406	3,457,400	3,552,100
Miscellaneous	1,420,550	1,022,600	838,756	1,265,900	1,027,700
Other Financing Sources	180,485	125,000	331,522	331,500	125,000
Total Revenues & Other Financing Sources:	58,787,185	58,719,600	30,712,673	60,517,300	59,787,600
Expenditures & Other Financing Uses:					
Personal Services	36,623,171	38,160,500	16,066,845	36,194,200	39,447,000
Contractual Services	6,304,681	6,874,400	3,052,999	6,865,000	7,215,600
Utilities	1,373,084	1,232,300	668,464	1,158,700	1,276,700
Fixed Charges	494,678	648,900	205,020	649,400	626,100
Materials & Supplies	1,460,105	1,592,200	798,184	1,557,100	1,636,000
Contributions & Other Payments	183,603	186,800	90,207	188,900	184,100
Capital Purchases	36,345	-	-	-	-
Other Financing Uses	11,715,942	12,589,400	10,186,264	13,161,500	11,422,900
Total Expenditures & Other Financing Uses:	58,191,609	61,284,500	31,067,983	59,774,800	61,808,400
Excess (Deficiency) of Funding Sources over Uses	\$ 595,576	\$ (2,564,900)	\$ (355,310)	\$ 742,500	\$ (2,020,800)
Available Fund Balance:					
Nonspendable:					
Long-term Notes Receivable	\$ 25,000			\$ 25,000	\$ 25,000
Prepaid Items & Inventories	949,733			900,000	900,000
Noncurrent Portion of Advances	4,259,658			5,875,161	5,745,658
Total Nonspendable	5,234,391			6,800,161	6,670,658
Assigned:					
Hwy 53 Maintenance	2,218,312			2,093,312	1,968,312
YMCA Land Sale	429,341			429,341	429,341
Subsequent Year Expense-Hwy 53	125,000			125,000	-
Subsequent Year Expense-CIP	2,439,900			1,895,300	-
Carry over Next Year	108,900			-	-
Total Assigned	5,321,453			4,542,953	2,397,653
Unassigned:					
Working Capital (10% expenditures)	6,100,000			6,100,000	6,180,800
Unassigned	8,130,236			8,085,466	8,258,669
Total Unassigned	14,230,236			14,185,466	14,439,469
Ending Balance	\$ 24,786,080			\$ 25,528,580	\$ 23,507,780
15% of Next Years Expenditures	\$ 9,192,700			\$ 9,271,300	
20% of Next Years Expenditures	12,256,900			12,361,700	
Available for Capital (above 15% limit)	5,038,000			4,914,000	
Unassigned as % of Next Years Exp.	23.2%			23.0%	



City of Eau Claire 2016 Adopted Operating Budget

General Fund Revenue Detail

Revenue Classification	2014	2015	2015	2015	2016
	Actual	Adopted	6 Month Actual	Projection	Adopted
<u>Taxes and Special Assessments</u>					
Real & Personal Property Taxes	\$ 32,267,812	\$33,454,900	\$20,560,990	\$33,454,900	\$ 33,700,900
Allowance for Delinquent Taxes	-	(200,000)	-	(200,000)	(200,000)
Delinquent Personal Property Taxes	175,280	228,000	193,767	228,000	228,000
Mobile Home Fees	74,607	80,100	40,866	63,300	80,100
Payment in Lieu of Taxes	1,930,875	1,959,800	342,719	1,968,400	1,972,500
Special Assessments	1,868,045	1,178,500	1,256,221	1,450,400	1,409,100
Total Taxes and Special Assessments	36,316,619	36,701,300	22,394,563	36,965,000	37,190,600
<u>Intergovernmental Revenues</u>					
Federal Aid	361,362	104,000	53,847	110,500	19,000
State Shared Tax	5,949,536	6,081,100	-	6,081,100	6,081,100
State Expenditure Restraint Program	1,086,846	1,146,900	-	1,146,900	1,131,700
State Aid-Streets	2,652,625	2,741,000	1,449,684	2,899,400	2,899,400
State Aid-Police & Fire	653,499	653,500	728,012	734,600	728,000
Other	947,629	865,000	34,563	886,300	905,500
Total Intergovernmental Revenues	11,651,497	11,591,500	2,266,106	11,858,800	11,764,700
<u>Licenses & Permits</u>					
Television Franchise	722,245	670,000	178,653	670,000	700,000
Liquor Licenses	94,158	90,000	82,377	93,500	90,000
Building Permits	251,775	300,000	230,250	489,000	325,000
Construction Permits	224,888	240,000	139,766	294,900	227,000
Occupational Licenses	126,283	118,700	93,759	127,600	119,700
Other	154,985	165,200	106,746	163,600	162,500
Total Licenses & Permits	1,574,334	1,583,900	831,551	1,838,600	1,624,200
<u>Fines & Forfeits</u>					
Court Penalties & Costs	248,932	270,000	132,918	234,300	250,000
Parking Violations	401,118	420,300	323,375	523,500	420,300
Other	1,323	2,000	382	1,200	2,000
Total Fines & Forfeits	651,373	692,300	456,675	759,000	672,300
<u>Charges For Services</u>					
Planning & Development Fees	44,259	36,000	29,044	43,400	42,000
Weights & Measures Fees	18,803	19,700	2,820	27,800	19,700
Development Review Fee	1,750	2,000	-	2,000	2,000
Public Works Revenue	44,074	43,000	11,979	21,200	42,500
Landfill Fees	103,544	115,000	61,056	110,900	105,000
Recreational Charges	619,940	627,200	282,438	688,500	761,000
Police Department Fees	171,811	120,000	55,961	129,700	150,600
Ambulance-Hospitals	167,043	170,600	170,553	170,600	170,700
Fire Dept Fees - Taxable	3,602	2,600	1,488	3,000	3,000
Fire Dept Fees - Non-Tax	16,849	16,000	7,444	17,100	16,000
Ambulance - City	2,012,185	1,777,000	948,229	2,212,800	1,900,000
Ambulance - Regional	477,610	500,000	238,617	471,600	480,000
Other	141,216	138,700	149,465	142,500	138,500
Total Charges For Services	3,822,686	3,567,800	1,959,094	4,041,100	3,831,000



City of Eau Claire 2016 Adopted Operating Budget

General Fund Revenue Detail

Revenue Classification	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
<u>Charges For Services - Intergovernmental</u>					
Communication Center	\$ 1,328,196	\$ 1,453,200	\$ 709,343	\$ 1,453,200	\$ 1,539,200
HazMat "B" Contract	-	20,400	30,315	30,300	20,400
Ambulance-Towns	36,192	37,000	36,952	37,000	37,000
Police Liason	184,235	198,400	-	198,400	191,000
Other	6,320	-	-	-	-
Total Charges For Services - Intergovernmental	1,554,943	1,709,000	776,610	1,718,900	1,787,600
<u>Service Charges - Intragovernmental</u>					
HazMat Service Charge	3,000	3,000	1,500	3,000	3,000
Water Utility Service Charge	584,498	631,600	315,768	631,500	643,000
Sewer Utility Service Charge	445,620	477,700	238,830	477,700	485,800
Storm Water Utility Service Charge	377,040	401,300	200,640	401,300	410,900
Public Transit Utility Service Charge	53,832	56,800	28,398	55,200	65,200
Service Charge - Unfunded Pension	145,200	145,300	72,650	167,200	146,100
Service Charge - Other	5,508	10,500	10	2,600	10,500
Total Service Charges - Intragovernmental	1,614,698	1,726,200	857,796	1,738,500	1,764,500
<u>Miscellaneous</u>					
Investment Income	532,992	250,000	305,691	605,300	344,000
Interest on Advances	250,501	210,100	-	-	178,200
Interest on Special Assessments	294,186	276,400	275,493	278,900	213,900
Unrealized Gain/Loss on Investment	-	-	73,005	73,000	-
Build America Bond Rebate	197,028	190,800	96,937	190,800	184,600
Rental Income	57,509	58,300	57,753	61,500	62,000
Other	88,334	37,000	29,877	56,400	45,000
Total Miscellaneous	1,420,550	1,022,600	838,756	1,265,900	1,027,700
Revenues	58,606,700	58,594,600	30,381,151	60,185,800	59,662,600
<u>Other Financing Sources</u>					
Transfer from Community Enhancement	115,000	115,000	115,000	115,000	115,000
Transfer from CDBG	-	-	-	-	-
Sale of Capital Assets	65,485	10,000	216,522	216,500	10,000
Total Other Financing Sources	180,485	125,000	331,522	331,500	125,000
Total Revenues & Other Financing Sources	\$58,787,185	\$58,719,600	\$30,712,673	\$60,517,300	\$ 59,787,600



City of Eau Claire 2016 Adopted Operating Budget

City Council

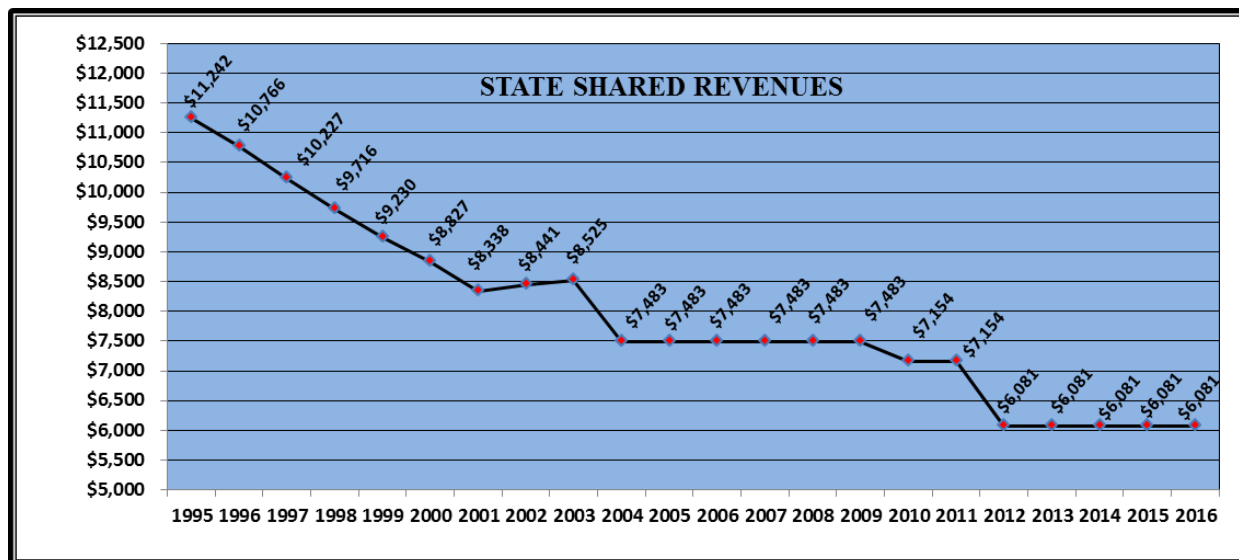
The City is governed by an elected City Council consisting of a Council President elected at large, five Council Members elected at large and five Council Members elected from separate districts. All legislative power is vested in the City Council which has the responsibility to determine community needs, establish priorities, set policies, adopt an annual budget and appoint a full-time City Manager to serve as Chief Executive Officer responsible for city operations. The Council also makes appointments to the citizen advisory boards, commissions and committees. The City Council holds public hearings at 7pm on the Monday night prior to the Legislative Sessions held at 4pm on the second and fourth Tuesdays of each month.

Objectives

- Provide community leadership in strengthening and renewing Eau Claire.
- Provide strategic direction for the city organization.
- Provide policy direction through adoption of budget, ordinances and council resolutions.
- Provide a safe, secure and healthy community environment.
- Provide opportunity for effective civic engagement and citizen participation.

City Council 2015-2018 Strategic Priorities:

- Fostering Sound Economic Development and Redevelopment
- Providing Safe and Functional Infrastructure
- Optimizing Organizational Structure and Staffing
- Prioritizing Services and Service Levels



Note: Values in the table above are in millions of dollars



City of Eau Claire 2016 Adopted Operating Budget

*City Council
Expenditure Summary*

	<u>2014 Actual</u>	<u>2015 Adopted</u>	<u>2015 6 Month Actual</u>	<u>2015 Projection</u>	<u>2016 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 42,554	\$ 43,100	\$ 17,229	\$ 42,400	\$ 42,500
Contractual Services	52,615	67,300	29,693	56,300	67,300
Utilities	-	-	-	-	-
Fixed Charges	400	400	200	400	400
Materials & Supplies	145	1,300	233	900	1,300
Total Expenditures & Other Financing Uses:	<u>\$ 95,714</u>	<u>\$ 112,100</u>	<u>\$ 47,355</u>	<u>\$ 100,000</u>	<u>\$ 111,500</u>



City of Eau Claire 2016 Adopted Operating Budget

Administrative Services: Overview

The Administrative Services Department implements the policies of the City Council and provides general management of city operations. Records management and information technology systems are an integral part of this process. The Administrative Services Department includes the City Manager, City Clerk/Elections and Information Services.



Administrative Services Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,507,931	\$ 1,590,000	\$ 634,817	\$ 1,530,400	\$ 1,796,400
Contractual Services	215,942	227,000	116,991	214,000	267,500
Utilities	3,872	4,300	2,724	4,800	4,800
Fixed Charges	3,300	3,300	1,650	3,300	3,300
Materials & Supplies	20,121	34,500	13,406	37,500	43,900
Total Expenditures & Other Financing Uses:	\$ 1,751,166	\$ 1,859,100	\$ 769,588	\$ 1,790,000	\$ 2,115,900



City of Eau Claire 2016 Adopted Operating Budget

Administrative Services - City Manager Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 372,937	\$ 382,000	\$ 165,669	\$ 386,600	\$ 385,800
Contractual Services	32,027	37,800	6,450	34,000	37,900
Utilities	427	700	286	700	700
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	2,570	11,000	1,188	7,300	11,000
Total Expenditures & Other Financing Uses:	\$ 409,361	\$ 432,900	\$ 174,293	\$ 430,000	\$ 436,800

Administrative Services - City Clerk / Elections Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 389,443	\$ 419,400	\$ 138,540	\$ 391,200	\$ 594,300
Contractual Services	38,234	46,500	23,401	47,200	86,600
Utilities	782	1,100	466	1,100	1,600
Materials & Supplies	8,506	10,500	2,524	10,500	19,900
Total Expenditures & Other Financing Uses:	\$ 436,965	\$ 477,500	\$ 164,931	\$ 450,000	\$ 702,400

Administrative Services - Information Services Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 745,551	\$ 788,600	\$ 330,608	\$ 752,600	\$ 816,300
Contractual Services	145,681	142,700	87,140	132,800	143,000
Utilities	2,663	2,500	1,972	3,000	2,500
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	9,045	13,000	9,694	19,700	13,000
Total Expenditures & Other Financing Uses:	\$ 904,840	\$ 948,700	\$ 430,364	\$ 910,000	\$ 976,700



City of Eau Claire 2016 Adopted Operating Budget

City Manager’s Office

The City Manager is appointed by the City Council and serves as the Chief Executive Officer, performing highly responsible managerial and supervisory work in planning, organizing and directing the operations of the City of Eau Claire. The City Manager provides professional general management of the city operations to accomplish City Council policies and objectives and assures optimum use of city fiscal, physical and human resources. Duties include administering policies established by the City Council and by law, developing and implementing administrative procedures for city operations, coordinating and directing all departments and staff operations and selecting, developing and effectively utilizing staff.

Objectives

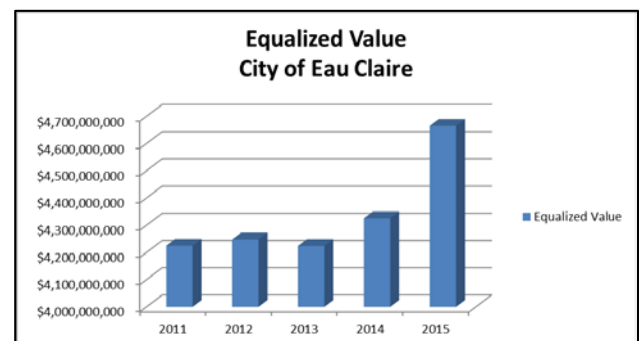
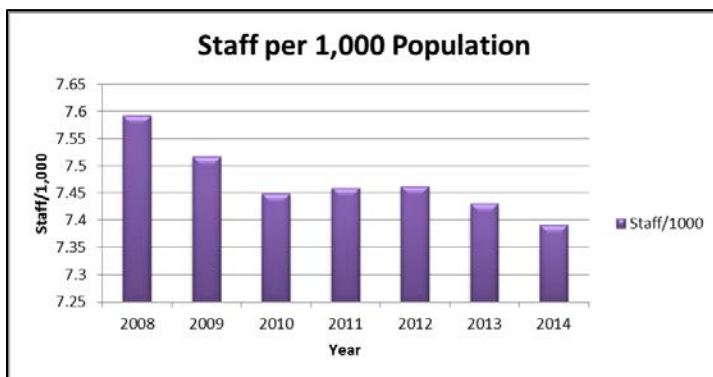
- Assist the City Council in developing policy and strategic directions to provide for the common good of the people of Eau Claire.
- Provide clear and timely communication with the City Council, staff and public on issues of city importance.
- Provide executive leadership and management for city operations to ensure the provision of quality public services in a timely, equitable and fiscally responsive manner.
- Encourage informed and responsible citizen engagement in local governance and community decision-making.
- Strengthen community and intergovernmental partnerships essential for maintaining a high quality of life for all residents.
- Provide support staff for the Joint Commission on Shared Services, the Fiscal Policy Advisory Committee, and Advisory Committee on appointments.

Outputs

- Provide positive operational financial results on a long-term basis.
- Continued growth in the overall market value of the community.
- Maintain future staff per 1,000 population ratios equal or less than the 2008 ratio of 7.6 staff per 1,000 population.

City Manager Authorized Full-Time

	2014	2015	2016
City Manager	1	1	1
Executive Assistant	1	1	1
Media & Communications Specialist	1	1	1
Total FTE Positions	3	3	3





City of Eau Claire 2016 Adopted Operating Budget

City Clerk/Elections

The City Clerk's office is responsible for the production of the bi-monthly City Council agenda packets and compiling of the minutes for all City Council legislative meetings. The Clerk provides records management services for the city's permanent records. The Elections division is responsible for conducting all federal, state, city and school district elections held within the City.

Objectives

- Ensure that eligible voters are able to exercise their right to vote in an environment where elections are efficiently administered according to state and federal law.
- Ensure that the Council Members receive the information necessary to make informed decisions regarding issues that come before them on the Council floor.
- Allow citizens access to public records in a timely manner.

Outputs

- Conducted the April Spring Election.
- Conducted recount of 4th Aldermanic District Race.
- Assisted City Council in search for appointee for 1st Aldermanic District.
- Prepared for implementation of Voter Photo ID.
- Compiled City Council Agenda packets for City Council meetings and minutes following each Legislative session.
- Responded to Open Records Requests.

City Clerk/Elections Authorized Full-Time	2014	2015	2016
City Clerk	1	1	1
Elections Specialist/Deputy City Clerk	1	1	1
Total FTE Positions	<u>2</u>	<u>2</u>	<u>2</u>



City of Eau Claire 2016 Adopted Operating Budget

Information Services

Information Services (IS) is a division under the direction of the City Manager’s Office and is responsible for the design and support of the City’s information technology systems, including both network and desktop computer operations. Information Services provides assistance to all city departments.

Objectives

- Provide usable Web Site administration, training and support for city users to maintain and update specific departmental content on the City of Eau Claire Internet and Intranet websites.
- Provide computer, network support and direction to all city employees.
- Provide personal device support, training and direction to city employees and City Council.
- Provide assistance to departments in areas of security and surveillance.
- Provide wireless access for city staff and citizens.
- Provide system administration support for GIS (Geographical Information Systems).
- Provide systems and support for city users on implementation and continued use of vendor supported software and hardware.

Outputs

- 47 city staff users are trained and supported for making changes to areas of the web site.
- Systems administration consisting of installing, upgrading and maintaining the network operating systems and applications, backup systems, users maintenance, systems and users security, etc.
- Network administration consisting of hardware installation, maintenance, protocols, cabling installation and maintenance and connectivity internal and external to the City.
- Desktop application administration consisting of upgrading and maintaining applications such as email, word processing, spreadsheets, databases and specialized software.
- Computer hardware installation and configuration.
- Technology project improvement management, systems research for Requests for Proposals, and grant application and management.
- Maintain 7 miles of network cable to connect PCs to the network inside city buildings, including 50 wiring closets for network device connection.
- Support over 40 miles of fiber network infrastructure, including 190 private City fiber connections.
- Mobile and audio visual checkout equipment resource management and support.

Information Services Authorized Full-Time	2014	2015	2016
Information Services Manager	1	1	1
Information Services Technician III-Network Engineer	2	2	2
Information Services Technician III-Systems Engineer	3	3	3
Computer Support Supervisor	1	1	1
Computer Support Specialist	0	1	1
Total FTE Positions	7	8	8



City of Eau Claire 2016 Adopted Operating Budget

City Attorney's Office

The City Attorney's office serves in an advisory capacity to the City Council, Boards and Commissions, the City Manager and other city departments. The City Attorney's office is responsible for the prosecution of traffic and ordinance violations occurring within the city. In addition, most of the City's legal work is handled by this office, including the drafting of ordinances, contract negotiation preparation and review, written legal opinions, litigation, labor negotiations and grievances, real estate documents and development agreements, consultation with City employees and public officials and responding to legal inquiries from the public.

Objectives

- Provide excellent legal service to our client, the City of Eau Claire, through proactive representation that promotes open, honest and lawful municipal corporate practices.
- Effective disposition of forfeiture prosecutions and civil cases.
- High opinion of professionalism from the department's constituents, including City Council, city staff, judges, lawyers, citizens, court personnel and outside organizations.

Outputs

- Provided legal opinions and direction related to recent state legislative actions as those acts directly impact municipal law and city operations.
- Represented the City as labor negotiator and legal counsel on labor negotiations reaching agreements with police and fire units through 2017.
- General legal support to Human Resources on a wide variety of employment, grievance and personnel related issues.
- Provided legal training to Eau Claire Police Department law enforcement officers, legal opinions and counsel on specific cases and assisted on a use of deadly force investigation report.
- Trained public record custodians, public officials, boards and commissions and administrative staff on Open Meeting and Public Records Law issues and assisted in complex Public Records Law requests.
- Negotiated and drafted real estate and development proposals central to the Redevelopment Authority's mission of blight removal and urban redevelopment to increase the tax base through infill and brownfield development and issued opinions and defended the City's use of tax increment financing to support these redevelopment efforts.
- Represented the City or worked directly with special counsel on lawsuits brought against the City regarding excessive tax valuation, employment, labor, federal constitutional claims, and condemnation and real estate matters.
- Assumed a lead role in the Seven Mile Creek Landfill expansion.
- Provided legal opinions and advice ranging from responses to phone calls, e-mails or walk-in questions to formal opinion memos to all city staff and council members to be proactive and meet legal standards prior to statutory violation or liability exposure that could result in operation delays, political embarrassment, or financial damages.
- Oversaw licensing functions, appeals and appeal procedures that are legally required to ensure that licensees meet minimum statutory requirements and city codes and policies.
- Prosecuted city ordinance and traffic citations and provided legal advice on their proper issuance to provide a safe, healthy and livable neighborhood within the City.

City Attorney Authorized Full-Time	2014	2015	2016
City Attorney	1.00	1.00	1.00
Assistant City Attorney	2.00	2.00	2.00
Legal Assistant/Paralegal	0.75	0.75	0.75
Total FTE Positions	3.75	3.75	3.75



City of Eau Claire 2016 Adopted Operating Budget

*City Attorney
Expenditure Summary*

	<u>2014 Actual</u>	<u>2015 Adopted</u>	<u>2015 6 Month Actual</u>	<u>2015 Projection</u>	<u>2016 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 442,830	\$ 442,500	\$ 179,991	\$ 393,100	\$ 442,100
Contractual Services	24,965	28,400	5,710	28,800	28,500
Utilities	509	600	352	500	600
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	14,940	14,800	7,889	16,200	14,800
Total Expenditures & Other Financing Uses:	<u>\$ 484,644</u>	<u>\$ 487,700</u>	<u>\$ 194,642</u>	<u>\$ 440,000</u>	<u>\$ 487,400</u>



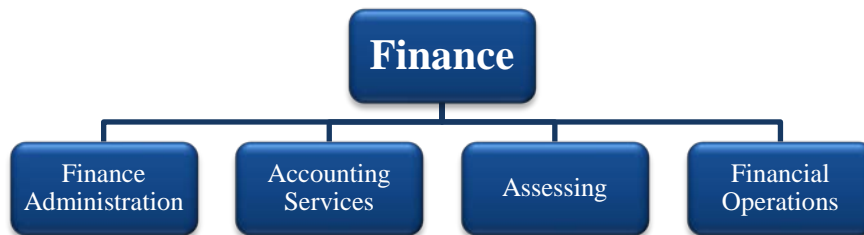
City of Eau Claire 2016 Adopted Operating Budget

Finance: Overview

The Finance Department provides the financial guidance required for the effective and efficient management of city operations and provides financial planning for the City's future needs. Services include financial reporting, development of the budget, assessment of all taxable properties, payroll, cash management and utility billing. The Finance Department is comprised of Finance Administration, Accounting Services, Assessing and Financial Operations.

Service Modifications included in the 2016 Operating Budget

- Contractual services increased by \$24,000 for investment services from Ehlers Investment Partners Services. The additional expense is expected to be offset by an increase in investment revenue.
- Personnel costs increased by \$1,400 to cover the cost of a temporary employee to assist in the Assessing division during the 2016 revaluation.



Finance Department Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,886,470	\$ 2,012,500	\$ 846,974	\$ 1,842,300	\$ 2,102,300
Contractual Services	258,427	320,300	164,834	280,900	355,600
Utilities	3,732	5,600	2,578	4,000	5,600
Fixed Charges	13,400	21,600	6,700	21,600	13,400
Materials & Supplies	18,958	30,400	8,445	21,200	34,400
Total Expenditures & Other Financing Uses:	\$ 2,180,987	\$ 2,390,400	\$ 1,029,531	\$ 2,170,000	\$ 2,511,300



City of Eau Claire 2016 Adopted Operating Budget

Finance Department - Finance Administration Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 370,174	\$ 367,300	\$ 147,259	\$ 308,700	\$ 394,800
Contractual Services	10,773	13,700	3,973	10,500	14,000
Utilities	429	600	300	400	600
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	2,619	6,700	837	4,400	6,700
Total Expenditures & Other Financing Uses:	\$ 384,995	\$ 389,300	\$ 152,869	\$ 325,000	\$ 417,100

Finance Department - Accounting Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 513,701	\$ 561,400	\$ 237,302	\$ 523,300	\$ 632,000
Contractual Services	84,550	109,200	56,369	82,000	134,500
Utilities	949	1,200	664	900	1,200
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	3,690	8,400	927	2,000	7,400
Total Expenditures & Other Financing Uses:	\$ 604,690	\$ 682,000	\$ 296,162	\$ 610,000	\$ 776,900

Finance Department - Assessing Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 391,296	\$ 439,200	\$ 180,473	\$ 397,400	\$ 449,200
Contractual Services	37,513	46,200	7,240	43,400	55,700
Utilities	681	1,000	472	1,000	1,000
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	6,521	8,500	5,149	10,400	13,500
Total Expenditures & Other Financing Uses:	\$ 443,811	\$ 502,700	\$ 197,234	\$ 460,000	\$ 527,200



City of Eau Claire 2016 Adopted Operating Budget

Finance Department - Financial Operations Expenditure Summary

	2014	2015	2015	2015	2016
	Actual	Adopted	6 Month	2015	2016
			Actual	Projection	Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 611,299	\$ 644,600	\$ 281,940	\$ 612,900	\$ 626,300
Contractual Services	125,591	151,200	97,252	145,000	151,400
Utilities	1,673	2,800	1,142	1,700	2,800
Fixed Charges	2,800	11,000	1,400	11,000	2,800
Materials & Supplies	6,128	6,800	1,532	4,400	6,800
Total Expenditures & Other Financing Uses:	\$ 747,491	\$ 816,400	\$ 383,266	\$ 775,000	\$ 790,100



City of Eau Claire 2016 Adopted Operating Budget

Finance: Administration

Finance Administration provides financial advisory services to the City Manager and City Council. The administrative component is responsible for identifying financing options for the city's operating and capital improvement budgets through taxes, special assessments, user fees, bond issues and public/private partnerships. Finance Administration coordinates the activities of the Assessing, Accounting Services and Financial Operations divisions, coordinates property acquisitions, develops the city's budgetary and financial reporting framework and offers fiscal support to the other city departments.

Objectives

- Effective budget and capital finance management.
- Innovative financial partnerships.
- Excellence in financial reporting.
- Conservative debt management.
- Superior bond ratings.
- Meticulous grant and contract review.

Outputs

- Prepared balanced operations and capital budgets under 10 years of levy limits.
- Achieved the Government Finance Officers' Association's annual award for Excellence in Financial Reporting for 30 years.
- Mitigated the city's general obligation debt burden with auxiliary payment sources including special assessments, storm water fees and TIF increments.
- Received a bond rating of "Aa1" from Moody's Investors Service on the 2015 bond issue.
- Reviewed the terms and conditions of dozens of grants and contract agreements.

Finance Administration Authorized Full-Time	2014	2015	2016
Director of Finance	1	1	1
Accountant Analyst	1	1	1
Budget Analyst	0	0	1
Account Clerk II/Finance Secretary	1	1	0
Total FTE Positions	3	3	3



City of Eau Claire 2016 Adopted Operating Budget

Finance: Accounting Services

Accounting Services provides a variety of accounting and other financial services for public use and for other city departments including preparing for the annual financial audit, the Comprehensive Annual Financial Report, the Report on Federal and State Awards, the State Municipal Financial Report, and the annual report for the Public Service Commission of Wisconsin.

Objectives

- Provide accurate, timely accounting information according to generally accepted accounting principles.
- Maintain payroll records and ensure compliance with state, federal and IRS regulations.
- Process payments to vendors for supplies and services provided.
- Maximize efficiency of financial data processing systems through the use of advanced technology.

Outputs

- Published the Comprehensive Annual Financial Report after review by an independent CPA firm.
- Maintained grant records and published the Report on Federal and State Awards.
- Prepared the State Municipal Financial Report.
- Prepared the annual report for the Public Service Commission of Wisconsin.
- Administered over \$17.5 million for long-term debt obligations.
- Processed payroll payments for over 1,500 employees.
- Issued over 7,700 accounts payable checks for various service and supplies.
- Managed the City's financial system utilizing over 8,800 accounts to track and record all financial transactions.
- Administered the Travel and Training Policy and processed over 600 training/travel statements.
- Reconciled and distributed nearly \$100 million of property tax and special assessment collections.
- Calculated four tax mill rates for properties within the City, for two Counties and three school districts.

Accounting Services Authorized Full-Time	2014	2015	2016
Accounting Supervisor	1	1	0
Accounting Manager	0	0	1
Senior Accountant	1	1	0
Lead Accountant	0	0	1
Accountant I	3	3	3
Payroll Specialist	1	1	1
Accounting Technician	2	2	2
Total FTE Positions	<u>8</u>	<u>8</u>	<u>8</u>



City of Eau Claire 2016 Adopted Operating Budget

Finance: Assessing

The primary responsibility of the Assessing division is the uniform valuation of property to provide a basis for the fair distribution of property taxes. To comply with state statutes and increase equity in the assessment process, all real property is revalued every three years. Residential and commercial properties are viewed periodically to maintain reliable records systems. Business personal property is valued and assessed annually. A large number of parcels within the City are exempt from assessment and taxation. The Assessing division reviews all existing exemptions biannually and reviews all new exemption requests. Assessing serves as a resource for property owners, appraisers, realtors, title companies, attorneys and various city departments.

Objectives

- Adhere to statutory guidelines and generally accepted assessment practices, principles and procedures.
- Maintain complete and accurate records.
- Maintain an effective public relations program with property owners and their agents to provide an increased understanding of the property tax system and the assessment process.

Outputs

- Completed the annual review and assessment of 23,000 real property parcels, 2,200 personal property accounts and 600 mobile homes.
- Reviewed numerous requests for new property tax exemptions.

Assessing Authorized Full-Time	2014	2015	2016
City Assessor	1	1	1
Property Assessor II	3	3	3
Property Assessment Aide	1	1	1
Total FTE Positions	<u>5</u>	<u>5</u>	<u>5</u>



City of Eau Claire 2016 Adopted Operating Budget

Finance: Financial Operations

Financial Operations provides a variety of financial services for public use and for other city departments.

Objectives

- Provide accurate, timely information that complies with federal, state & local regulations and generally accepted accounting principles.
- Manage city resources by sound investment, collection and payment practices.
- Maximize efficiency of financial data processing systems through the use of advanced technology.
- Service the public in an effective and efficient manner.

Outputs

- Managed investments in accordance with the City's Investment Policy.
- Reconciled, calculated and processed 25,000 tax bills.
- Processed approximately 112,000 accounts receivable bills.
- Receipted over 140,000 payments for utility bills, licenses, permits and other city revenue sources.
- Managed several financial systems.

Financial Operations Authorized Full-Time	2014	2015	2016
Financial Services Manager	1	1	0
Financial Operations Manager	0	0	1
Financial Services Supervisor	1	1	0
Financial Operations Lead	0	0	1
Account Clerk II	2	2	2
Accounting Technician	2	2	3
Account Clerk I	3	3	2
Total FTE Positions	9	9	9



City of Eau Claire 2016 Adopted Operating Budget

Human Resources: Overview

The Human Resources Department plays a vital role in providing strategic organizational service and support to all city departments through its personnel management and purchasing functions. Services include: recruitment, benefits administration, labor relations, contract administration, payroll/personnel system operation, purchasing, mailroom and duplicating.



Human Resources Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 629,810	\$ 673,300	\$ 291,008	\$ 656,400	\$ 700,700
Contractual Services	226,940	244,500	86,422	211,200	244,900
Utilities	1,138	2,800	735	1,500	2,800
Fixed Charges	2,200	2,200	1,100	2,200	2,200
Materials & Supplies	19,171	18,200	3,204	10,200	18,200
Total Expenditures & Other Financing Uses:	<u>\$ 879,259</u>	<u>\$ 941,000</u>	<u>\$ 382,469</u>	<u>\$ 881,500</u>	<u>\$ 968,800</u>



City of Eau Claire 2016 Adopted Operating Budget

Human Resources - Administration Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 483,654	\$ 506,000	\$ 220,648	\$ 490,800	\$ 529,100
Contractual Services	166,389	178,000	70,308	152,900	178,300
Utilities	764	1,600	479	700	1,600
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	6,072	9,600	2,149	4,200	9,600
Total Expenditures & Other Financing Uses:	\$ 658,279	\$ 696,600	\$ 294,284	\$ 650,000	\$ 720,000

Human Resources - Purchasing Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 146,156	\$ 167,300	\$ 70,360	\$ 165,600	\$ 171,600
Contractual Services	60,551	66,500	16,114	58,300	66,600
Utilities	374	1,200	256	800	1,200
Fixed Charges	800	800	400	800	800
Materials & Supplies	13,099	8,600	1,055	6,000	8,600
Total Expenditures & Other Financing Uses:	\$ 220,980	\$ 244,400	\$ 88,185	\$ 231,500	\$ 248,800



City of Eau Claire 2016 Adopted Operating Budget

Human Resources: Administration

Recruiting top talent and retaining this talent by maintaining a fair, equitable and positive work environment for all employees in support of the mission of the City of Eau Claire.

Objectives

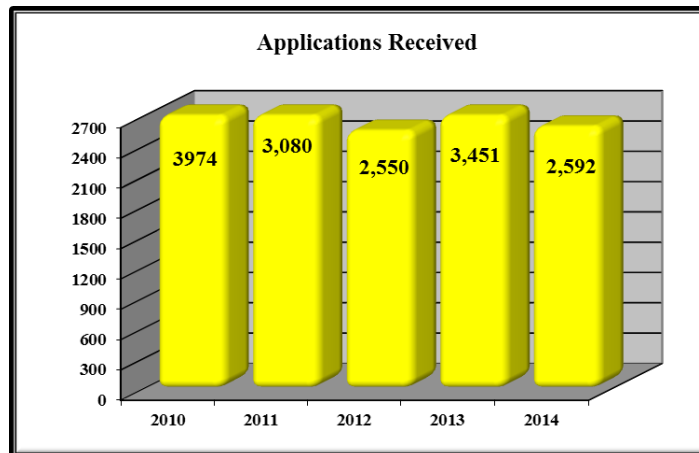
- Develop hiring plans and recruitment policies to aid in the recruitment and retention of a competent and motivated workforce.
- Promote a diverse workforce and provide employees with a safe and discrimination/harassment-free work environment.
- Comply with numerous Federal and State employment laws and regulations.
- Establish, develop, maintain and communicate city policies throughout the organization.
- Administer compensation and benefits for city employees and retirees.
- Manage employee healthcare and wellness programs.

Outputs

- Received and processed 2,592 employment applications.
- Filled 47 permanent full-time positions, with 28 outside recruitments and 5 inside recruitments, and several hundred part-time positions.
- Administered numerous training programs to improve employee knowledge and skills.
- Managed a wellness program to improve the health and well-being of employees and retirees.
- Created cost-saving incentives to reduce the cost of health insurance to both the City and employees.

Human Resources Authorized Full-Time

	2014	2015	2016
Director of Human Resources	1	1	1
Human Resources Manager	1	1	1
Personnel Technician	1	1	1
Benefits Specialist	1	1	1
Human Resources Secretary	1	1	1
Total FTE Positions	5	5	5





City of Eau Claire 2016 Adopted Operating Budget

Human Resources: Purchasing

The Purchasing division of Human Resources oversees the procurement process for all departments within the City of Eau Claire.

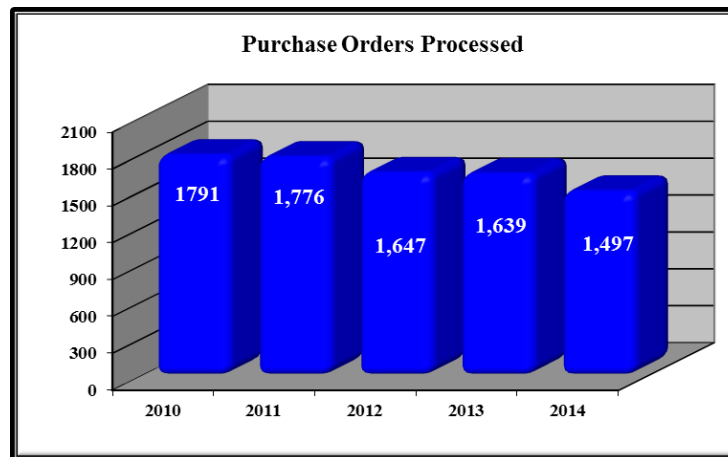
Objectives

- Procure the supplies, services and construction needed to implement Council programs and policy.
- Maintain and enhance public confidence in public procurement.
- Ensure fair and equitable treatment of all people who deal with the city's procurement system.
- Ensure that the purchasing value of city funds is maximized to the fullest extent practicable.
- Foster effective competition within the free enterprise system.
- Maintain the quality and integrity of the procurement system.

Outputs

- Advised departments on correct purchasing method to use when making a purchase.
- Assisted departments with writing and reviewing specifications for formal bids/requests for proposals.
- Prepared recommendations/resolutions for Council approval of major projects.
- Issued purchase orders for supplies, services and construction.
- Enforced policies, procedures, statutes and ordinances.
- Disposed of obsolete property.

Purchasing Authorized Full-Time	2014	2015	2016
Buyer	1	1	1
Purchasing Technician	1	1	1
Total FTE Positions	<u>2</u>	<u>2</u>	<u>2</u>





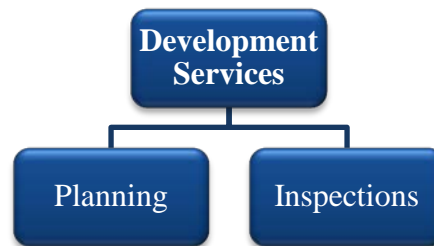
City of Eau Claire 2016 Adopted Operating Budget

Development Services: Overview

The Development Services division of the Community Development Department provides development and land use guidance to the City Council, Plan Commission and other citizen boards. The guidance is based on the City of Eau Claire's policies and regulations expressed primarily in the Comprehensive Plan, Zoning Ordinance and Subdivision Code. The Development Services division is comprised of Planning and Inspections.

Service Modifications included in the 2016 Operating Budget

- Increase in payroll in order to fully fund the Code Compliance Inspector. This had only been funded at half-time in prior years.



Development Services Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,124,537	\$ 1,120,500	\$ 491,903	\$ 1,096,700	\$ 1,166,800
Contractual Services	38,220	64,500	29,123	56,200	65,000
Utilities	2,038	4,200	1,051	2,000	4,200
Fixed Charges	12,702	12,900	6,556	12,900	12,900
Materials & Supplies	10,844	26,800	7,249	23,700	26,800
Contributions & Other Payments	1,000	-	6,104	6,100	-
Total Expenditures & Other Financing Uses:	\$ 1,189,341	\$ 1,228,900	\$ 541,986	\$ 1,197,600	\$ 1,275,700



City of Eau Claire 2016 Adopted Operating Budget

Development Services-Planning Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 547,947	\$ 528,900	\$ 231,613	\$ 535,000	\$ 534,100
Contractual Services	13,285	26,200	6,091	26,200	26,400
Utilities	757	1,400	524	1,000	1,400
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	6,984	19,300	4,808	17,700	19,300
Contributions & Other Payments	1,000	-	6,104	6,100	-
Total Expenditures & Other Financing Uses:	\$ 571,573	\$ 577,400	\$ 249,940	\$ 587,600	\$ 582,800

Development Services-Inspections Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 576,590	\$ 591,600	\$ 260,290	\$ 561,700	\$ 632,700
Contractual Services	24,935	38,300	23,032	30,000	38,600
Utilities	1,281	2,800	527	1,000	2,800
Fixed Charges	11,102	11,300	5,756	11,300	11,300
Materials & Supplies	3,860	7,500	2,441	6,000	7,500
Total Expenditures & Other Financing Uses:	\$ 617,768	\$ 651,500	\$ 292,046	\$ 610,000	\$ 692,900



City of Eau Claire 2016 Adopted Operating Budget

Development Services: Planning

The Development Services division is part of the Community Development Department. Planning defines the future development of the City through the Comprehensive Planning process and is responsible for land use issues including community and neighborhood planning, zoning, development review, historic preservation, annexations and joint planning efforts with surrounding jurisdictions.

Objectives

- Define future development through comprehensive planning and zoning requirements.
- Review development proposals for compliance with city standards.
- Coordinate services with other governments and departments.
- Educate customers to encourage compliance with codes by providing user-friendly documents, processes and customer contacts.

Outputs

- Provide development review assistance to developers, applicants and interested citizens.
- Provide written reviews to city boards and commissions on over 200 applications annually.
- Prepare ordinance revisions for development-related codes.
- Provide assistance and information to citizens concerning development proposals, protest petitions and community planning.
- Prepare the annual Development Map and Report.
- Prepare Permit and Fee Summary Report.
- Respond to citizen requests for information.
- Prepare and update community and neighborhood plans, including the Comprehensive Plan, Downtown Plan, Parks & Waterways Plan, Carson Park Plan, Third Ward Neighborhood Plan, East Side Hill Neighborhood Plan, North Riverfronts Neighborhood Plan, Water Street Commercial District Plan, Historic Preservation Plan and the West Side Neighborhood Plan.

Boards & Associations

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

<u>Boards & Commissions</u>	<u>Business Associations</u>
Plan Commission	South Barstow BID
Board of Zoning Appeals	West Grand Avenue BID
Redevelopment Authority	Water Street BID
Waterways Commission	North Barstow/Medical BID
Landmarks Commission	Downtown Eau Claire Inc. (DECI)
Bicycle & Pedestrian Committee	All Neighborhood Associations

Development Services - Planning Authorized Full-Time	2014	2015	2016
Director of Community Development	1	1	1
Community Development Secretary	1	1	1
Senior Planner	1	1	1
Project Coordinator	1	1	1
Associate Planner	1	1	1
Total FTE Positions	5	5	5



City of Eau Claire 2016 Adopted Operating Budget

Development Services: Inspections

The Development Services division is part of the Community Development Department. Inspections is responsible for enforcing all city and state codes pertaining to construction and land use permits and works with the Health and Fire Departments in administering property maintenance codes.

Objectives

- Protect the public health and safety by ensuring compliance with state and city construction and property maintenance codes.
- Coordinate services with other governments and departments.
- Educate customers to encourage compliance with codes by providing user-friendly documents, processes and contacts.

Outputs

- Issue over 4,500 permits and conduct over 14,000 inspections annually.
- Complete over 800 inspections annually on municipal ordinance violations.
- Respond to citizen requests for information.
- Provide direct support to the Building Code Committee and the Board of Heating Examiners.

Development Services- Inspections Authorized Full-Time

	2014	2015	2016
Senior Building Official I	1	1	1
Commercial Plumbing and UDC Inspector I	1	1	1
Commercial Electrical and UDC Inspector I	1	1	1
Commercial Building and UDC Inspector I	1	1	1
Commercial HVAC, Plumbing and UDC Inspector	1	1	0
Commercial HVAC, Plumbing and UDC Inspector I	0	0	1
Code Compliance Inspector	1	1	1
Inspections Technician	1	1	1
Total FTE Positions	7	7	7



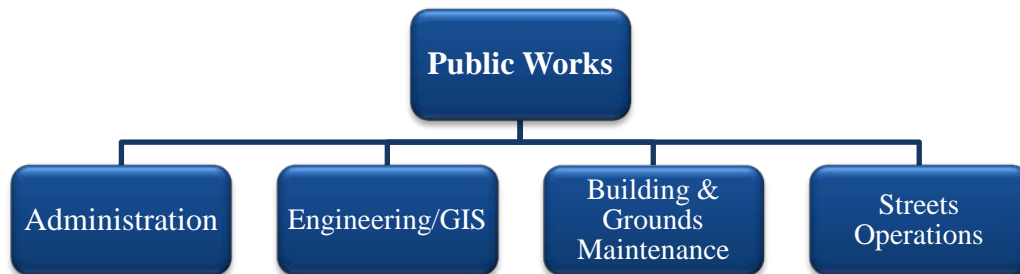
City of Eau Claire 2016 Adopted Operating Budget

Public Works: Overview

The Public Works Department is responsible for maintaining city streets and municipal buildings, operating the public transit system, designing and constructing new streets and utilities and operating city water and wastewater treatment plants. The Public Works Department is comprised of Public Works Administration, Engineering, Building and Grounds Maintenance and Streets Operations.

Service Modifications included in the 2016 Operating Budget

- Increase in contractual service for a community needs assessment at a cost of \$8,000. The assessment is done every five years and was completed in 2006 and 2011.



Public Works Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 5,152,002	\$ 5,315,900	\$ 2,030,741	\$ 4,696,500	\$ 5,350,300
Contractual Services	2,127,837	2,466,400	939,113	2,536,500	2,542,900
Utilities	924,016	755,200	467,054	704,700	782,300
Fixed Charges	84,898	121,400	18,259	121,400	117,800
Materials & Supplies	759,432	766,000	414,651	763,700	794,300
Total Expenditures & Other Financing Uses:	\$ 9,048,185	\$ 9,424,900	\$ 3,869,818	\$ 8,822,800	\$ 9,587,600



City of Eau Claire 2016 Adopted Operating Budget

Public Works-Administration Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 628,157	\$ 624,000	\$ 286,631	\$ 596,000	\$ 660,300
Contractual Services	51,519	65,600	29,129	63,000	86,500
Utilities	2,161	3,900	1,461	2,400	2,500
Fixed Charges	2,100	8,400	1,050	8,400	4,800
Materials & Supplies	21,583	30,200	15,236	30,200	35,900
Total Expenditures & Other Financing Uses:	\$ 705,520	\$ 732,100	\$ 333,507	\$ 700,000	\$ 790,000

Public Works-Engineering / GIS Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,486,045	\$ 1,577,600	\$ 622,151	\$ 1,502,300	\$ 1,536,900
Contractual Services	88,845	141,100	68,468	113,000	137,700
Utilities	2,895	4,200	1,678	3,000	4,200
Fixed Charges	19,400	19,400	9,700	19,400	19,400
Materials & Supplies	16,114	24,800	10,406	27,300	24,800
Total Expenditures & Other Financing Uses:	\$ 1,613,299	\$ 1,767,100	\$ 712,403	\$ 1,665,000	\$ 1,723,000

Public Works-Building & Ground Maintenance Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 443,243	\$ 397,100	\$ 182,885	\$ 370,000	\$ 405,900
Contractual Services	58,170	79,100	20,846	60,000	78,200
Utilities	121,087	130,200	55,161	99,000	134,700
Fixed Charges	41,100	41,100	20,550	41,100	41,100
Materials & Supplies	26,233	26,400	18,650	29,900	33,900
Total Expenditures & Other Financing Uses:	\$ 689,833	\$ 673,900	\$ 298,092	\$ 600,000	\$ 693,800



City of Eau Claire 2016 Adopted Operating Budget

Public Works-Streets Operations Expenditure Summary

	<u>2014 Actual</u>	<u>2015 Adopted</u>	<u>2015 6 Month Actual</u>	<u>2015 Projection</u>	<u>2016 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 2,594,557	\$ 2,717,200	\$ 939,074	\$ 2,228,200	\$ 2,747,200
Contractual Services	1,929,303	2,180,600	820,670	2,300,500	2,240,500
Utilities	797,873	616,900	408,754	600,300	640,900
Fixed Charges	22,298	52,500	(13,041)	52,500	52,500
Materials & Supplies	695,502	684,600	370,359	676,300	699,700
Total Expenditures & Other Financing Uses:	<u>\$ 6,039,533</u>	<u>\$ 6,251,800</u>	<u>\$ 2,525,816</u>	<u>\$ 5,857,800</u>	<u>\$ 6,380,800</u>



City of Eau Claire 2016 Adopted Operating Budget

Public Works: Administration

The purpose of the Administrative division is to provide administrative, budgetary, technical and supervisory support necessary to ensure effective levels of service in the Public Works and Parks and Recreation operating divisions. Reflecting the administrative realignment, the former Parks and Recreation administrative program has been consolidated with that of Public Works.

Objectives

- Provide administrative support, budgeting and general services to the Public Works and Parks and Recreation departments.
- Contribute to a healthy community by maintaining public infrastructure, constructing parks and recreation facilities and offering recreational activities.

Outputs

- Provide supervision, planning, budgeting and general services to the two departments.
- Provide assistance to community members desiring to utilize parks programs, services and facilities.
- Facilitate leases for use of city facilities.
- Develop five-year capital improvement plan for streets, utilities and facilities.
- Maintain a current five-year park master plan.
- Provide public access to the authoritative bodies such as Plan Commission, City Council and Parks and Waterways Commission.

Public Works - Administration Authorized Full-Time

	2014	2015	2016
Director of Public Works	1	1	1
Administrative Assistant	1	1	1
Public Works Analyst	1	1	1
Secretary	1	1	1
Clerk III	1	1	1
Total FTE Positions	5	5	5





City of Eau Claire 2016 Adopted Operating Budget

Public Works: Engineering/GIS

The Engineering division is responsible for the design, survey, construction and inspection of municipal infrastructure facilities including streets, sanitary sewer, water, storm water, bridges and buildings as outlined in the Capital Improvement Plan (CIP). This division prepares and administers the special assessment program and maintains official engineering records and maps. Engineering also oversees and maintains the emergency warning system, provides general engineering assistance to city departments and coordinates contracted consulting engineering services as needed.

Objectives

- Plan, design, inspect and administer infrastructure construction projects and provide technical assistance on infrastructure to other city departments and the public.
- Deliver engineering services at less than 30% of the construction cost.
- Record, compute and coordinate the special assessment program.
- Provide planning assistance for subdivisions, commercial and industrial developments and future street and utility needs.
- Prepare and monitor development agreements for installation of utilities and streets in new developments.
- Update and maintain the pavement management system.
- Monitor and coordinate flood protection.
- Provide city property owners, developers, internal operating departments and visitors with accurate information on land parcels and city infrastructure in a cost-efficient manner and facilitate community development and public infrastructure improvements.
- Assure that all 22 emergency warning sirens are in good operating condition and ready for use, conduct monthly operating tests and complete repairs in a timely manner and maintain city compliance with the National Incident Management System (NIMS).

Outputs

- Completed engineering on 12 major projects with a construction cost of \$14 million in 2014.
- Engineering services delivered at 11% of the construction cost in 2014.
- Administered eight new development agreements resulting in the construction of \$1.7 million of street and utility improvements constructed by private developers in 2014.
- Completed 90 sidewalk grade requests in 2014 (5-year average = 82).
- Provide Geographical Information Systems (GIS) information and mapping at a cost of less than \$10 per parcel.
- 100% functionality of the emergency warning sirens when tested on a monthly basis.
- Meet and exceed where possible, the NIMS Compliance Objectives.

Public Works - Engineering/GIS Authorized Full-Time	2014	2015	2016
Licensed Engineers	6	6	6
Senior Surveyor	1	1	1
Engineering Technician III	2	2	2
Engineering Technician II	1	1	1
Engineering Services Technician	1	1	1
Engineering Technician I	1	1	1
Clerk III	1	1	1
Engineering Aide II	1	1	1
Total FTE Positions	14	14	14



City of Eau Claire 2016 Adopted Operating Budget

Public Works: Building & Grounds Maintenance

The Building and Grounds division provides custodial services, building and grounds maintenance and operation of the City Hall building at 203 S Farwell Street, Central Maintenance building at 910 Forest Street, the Utility building at 1040 Forest Street and the Public Library building at 400 Eau Claire Street. Beginning in 2015, due to a joint effort between the street department and buildings and grounds division, this division also assumed daily cleaning responsibilities for the Gibson Street Ramp and Riverside Parking Deck. This will also include the new Galloway Street ramp once the construction is complete. The division collects meter revenue from downtown area parking lots and parking ramps. The division also provides building repair support and requested services to the bus transfer center, Transit, Hobbs Ice Center, the Fire Department buildings, and all other city departments as needed.

Objectives

- Provide efficient operation, maintenance and custodial service on 251,650 square feet of public building space including the Public Library building.
- Provide exterior buildings and grounds maintenance for 284,500 square feet of grounds.
- Provide requested services as needed to all city departments.

Outputs

- Operate and maintain the city buildings and grounds in good physical condition.
- Provide custodial service, operate and maintain City Hall and complex and grounds at a cost less than \$5.00 per square foot. (Projected cost of \$4.57 in 2015) (Actual cost in 2014 = \$5.06)
- Provide custodial service, operate and maintain public library building and grounds at a cost less than \$5.00 per square foot. (Projected cost of \$2.72 in 2015) (Actual cost in 2014 = \$2.30)
- Provide custodial service operation and maintenance of the Central Maintenance building at 910 Forest Street and 1040 Forest Street. (Projected cost of \$2.14 in 2015) (Actual cost in 2014 = \$2.56)
- Provide custodial service operation and maintenance for all other city buildings as needed and requested.

Public Works - Building & Grounds Authorized Full-Time

	2014	2015	2016
Building, Grounds, & Fleet Manager	1	1	0
Building Services Supervisor	1	1	0
Supervisor/Special Projects	0	0	1
Custodian	6	6	7
Total FTE Positions	8	8	8



City Hall is located at 203 South Farwell Street



City of Eau Claire 2016 Adopted Operating Budget

Public Works: Streets Operations

The Streets Operations division is responsible for the maintenance, cleaning and plowing of city streets. In addition, Streets Operations installs and maintains the traffic control signals, signs and street lighting system. The division provides preventive street maintenance, enforces ordinances dealing with grass, weed and sidewalk snow clearing, sweeps and cleans the streets to prevent debris from entering the rivers and removes snow and ice from streets, bridges and alleys. Street maintenance activities are divided into various accounts for bookkeeping and tracking purposes.

Street Maintenance: A component of the pavement management program that works to maximize the life of the streets by providing preventative maintenance when most beneficial and repairs in a timely manner when needed.

Objectives – Street Maintenance

- Maintain roadways such that at least 95% of streets have a pavement condition rating (PCI) above 25 as determined by the pavement management system.
- Erect and remove barricades for traffic control as part of road detours and special events.
- Complete the annual seal coat and crack-sealing program.
- Repair or patch streets and alleys as needed.

Outputs – Street Maintenance

- 97.4% of the streets were rated with a PCI above 25 in 2014.
- Prepared and seal coated 11.5 miles of streets in 2014.
- Crack sealed 327,350 lineal feet of cracks in 2014.
- In 2014, a spray patcher was purchased and the division added spray patching to the routine maintenance plan. Spray patching is a process in which a combination of emulsion oil and chips are applied to wider cracking and potholes up to 4 inches deep. Approximately 13 miles of asphalt and concrete streets were spray patched in 2014, requiring 176 tons of chips and 4,175 gallons of emulsion oil. This process can be applied at temperatures as low as 10 degrees.

Off Street Maintenance: The work performed under this program consists of maintenance activities on city-owned property beyond the street and provides for the enforcement of ordinances dealing with grass, weeds and sidewalk snow clearing.

Objectives – Off Street Maintenance

- Control brush and grass on city owned property.
- Control the growth of noxious weeds and snow removal from sidewalks in accordance with city ordinance.
- Clean snow and ice from city owned steps and sidewalks.
- Remove graffiti.
- Brush removal, mowing and the inspection of the 63 detention ponds that are part of the city's storm water system.

Outputs – Off Street Maintenance

- Weed removal notices sent to 398 properties with 79 being removed by city street crews in 2014.
- Sidewalk clearance notices sent to 447 properties with 75 being cleared by a private contractor hired by the city during the winter of 2014/2015.
- Remove graffiti from city owned property within one week of notification.
- Clear snow from city owned steps and sidewalks within 48 hours of the end of the snow event.
- Removed brush and inspected 40 of 63 detention ponds.

Street Cleaning: The employees of this division are also responsible for street cleaning, which is funded 100% in the Storm Water Utility. Please refer to the Storm Water Utility Fund section for Objectives & Outputs.



City of Eau Claire 2016 Adopted Operating Budget

Snow & Ice Control: This program provides for ice control operations and snow removal from city streets, bridges and designated alleys.

Objectives – Snow & Ice Control

- Provide a program for the salting and plowing of ice control routes with an ultimate objective to obtain a bare pavement on 85 miles of arterial and collector streets.
- Plow the 260 miles of local residential streets after the accumulation of three inches or more of snow.
- Haul snow from downtown, Water Street and selected locations as needed.

Outputs – Snow & Ice Control

- Plow the ice control and primary plow routes to full width curb-to-curb within four hours.
- Plow all city streets within 12 hours after snow has stopped falling.
- Conduct snow and ice control operations at an annual cost of less than \$25,000 per inch. (\$28,200 in 2014)

Traffic Signs & Signals: The purpose of this program is to install and maintain traffic control signals, signs and pavement markings on city streets and public parking facilities.

Objectives – Traffic Signs & Signals

- Manufacture, install, inspect, repair and replace traffic signs in compliance with the Manual on Uniform Traffic Control Devices.
- Apply pavement markings including lane lines, crosswalks and lane designations.
- Maintain the traffic control signals under the jurisdiction of the City.
- Complete Digger’s Hotline locations for underground systems.

Outputs – Traffic Signs & Signals

- Maintain 42 traffic control signals in good operating condition.
- The City has an inventory of approximately 7,102 regulatory signs, 5,063 street name signs and 1,560 warning signs. In 2014, the sign shop replaced or installed 274 street name signs, 624 regulatory signs and 101 warning signs.

Street Lighting: This program provides for the operation and maintenance of the city street lighting system. The system consists of whiteway lighting on arterial roadways, decorative pedestrian scale lighting and residential neighborhood lighting.

Objectives – Street Lighting

- Maintain lighting to reduce and prevent accidents and aid driver visibility.
- Provide security, safety and comfort to the public.
- Extend hours of outdoor social and recreational activities.
- Enhance commercial and business activities.
- Deter criminal activity.

Outputs – Street Lighting

- Install and maintain residential street lighting at intersections and mid-block when greater than 500 feet in length.
- Repair and re-lamp lights within 30 days of a reported outage.
- Maintain 2,104 city-owned streetlights.
- Administer the installation, operation and maintenance of 3,053 streetlights leased from Xcel Energy.

Public Works - Street Maint Operations Authorized Full-Time

	2014	2015	2016
Street Maintenance Manager	1	1	1
Supervisor	3	3	3
Clerk III	1	1	1
Electrician/Traffic Signal Technician	1	1	1
Skilled Worker II	1	1	1
Heavy Equipment Operator	12	12	13
Skilled Worker I	2	2	0
Skilled Worker/Sign Shop	2	2	2
Skilled Worker/Sign Shop Painter	1	1	1
Tandem Operator	4	4	1
Light Equipment Operator	8	8	12
Total FTE Positions	36	36	36



City of Eau Claire 2016 Adopted Operating Budget

Parks, Recreation & Forestry: Overview

The Parks, Recreation & Forestry Department ensures recreation is available to the community. It is responsible for maintaining community parks and related facilities, providing recreational activities for citizens and caring for trees on public property. The Parks, Recreation and Forestry Department consists of Maintenance, Recreation and Forestry.

Service Modifications included in the 2016 Operating Budget

- Increase in payroll of \$18,400 for a 7 month seasonal worker to assist with the maintenance at Jeffers Park Ball fields.



Parks, Recreation & Forestry Expenditure Summary

	<u>2014 Actual</u>	<u>2015 Adopted</u>	<u>2015 6 Month Actual</u>	<u>2015 Projection</u>	<u>2016 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 2,734,191	\$ 2,864,500	\$ 1,114,918	\$ 2,602,300	\$ 3,012,200
Contractual Services	833,578	857,500	368,063	837,900	884,000
Utilities	294,209	300,900	117,843	291,100	311,400
Fixed Charges	23,334	63,800	29,174	64,300	56,400
Materials & Supplies	222,138	323,600	168,766	311,400	331,300
Contributions & Other Payments	30,211	36,000	3,878	32,000	34,000
Total Expenditures & Other Financing Uses:	<u>\$ 4,137,661</u>	<u>\$ 4,446,300</u>	<u>\$ 1,802,642</u>	<u>\$ 4,139,000</u>	<u>\$ 4,629,300</u>



City of Eau Claire 2016 Adopted Operating Budget

Parks, Recreation & Forestry - Maintenance Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,925,073	\$ 1,894,500	\$ 781,377	\$ 1,765,100	\$ 1,947,000
Contractual Services	541,070	503,800	248,414	540,000	494,100
Utilities	293,704	299,100	117,554	289,500	309,400
Fixed Charges	1,587	34,500	17,250	34,500	34,500
Materials & Supplies	125,606	188,600	111,117	184,100	195,300
Total Expenditures & Other Financing Uses:	\$ 2,887,040	\$ 2,920,500	\$ 1,275,712	\$ 2,813,200	\$ 2,980,300

Parks, Recreation & Forestry - Recreation Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 491,724	\$ 547,200	\$ 193,651	\$ 504,500	\$ 544,000
Contractual Services	162,825	187,400	55,969	157,900	187,500
Utilities	-	1,000	-	1,000	1,000
Fixed Charges	14,862	14,800	8,374	15,300	14,800
Materials & Supplies	86,228	122,800	47,011	115,100	118,100
Contributions & Other Payments	30,211	36,000	3,878	32,000	34,000
Total Expenditures & Other Financing Uses:	\$ 785,850	\$ 909,200	\$ 308,883	\$ 825,800	\$ 899,400

Parks, Recreation & Forestry - Forestry Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 317,394	\$ 422,800	\$ 139,890	\$ 332,700	\$ 521,200
Contractual Services	129,683	166,300	63,680	140,000	202,400
Utilities	505	800	289	600	1,000
Fixed Charges	6,885	14,500	3,550	14,500	7,100
Materials & Supplies	10,304	12,200	10,638	12,200	17,900
Total Expenditures & Other Financing Uses:	\$ 464,771	\$ 616,600	\$ 218,047	\$ 500,000	\$ 749,600



City of Eau Claire 2016 Adopted Operating Budget

Parks, Recreation & Forestry: Maintenance

Parks Maintenance provides maintenance services for over 1,000 acres of community parks, recreational trails, athletic fields, stadiums, an off-leash dog park, pavilions and shelters. The division is responsible for mowing, ball diamond preparation, garbage collection, facility repairs, weed harvesting on Half Moon Lake and special events preparation.

Objectives

- Contribute to the public transportation infrastructure by maintaining bike trails.
- Provide volunteer opportunities.
- Provide safe, universally accessible and connected parks, facilities and amenities.
- Provide a wide variety of excellent leisure activity facilities and open green spaces.
- Provide support to community events, programs and tourism promotion.

Outputs

- Maintain 364 of the 1,080 acres of community and neighborhood parks, neighborhood playgrounds and special facilities such as trails, off-leash recreation areas, skating rinks, athletic fields and stadiums.
- Maintain pavilions and stadiums, including preparation and clean-up for public rentals.
- Maintain cross-country ski trails, including construction and grooming maintenance.
- Maintain a park volunteer program.
- Remove park garbage and recyclable materials.

Parks, Recreation & Forestry - Maint. Authorized Full-Time	2014	2015	2016
Supervisor	2	2	2
Clerk III	1	1	1
Construction Skilled Worker	1	1	1
Mechanical Skilled Worker II	2	2	2
Skilled Worker - Pool Operator	1	1	1
Heavy Equipment Operator	1	1	1
Skilled Worker I	10	10	10
Stores Clerk	1	0	0
Semi-Skilled Worker	1	1	0
Skilled Worker/Playground Safety Specialist	1	1	1
Landscape Technician	1	1	1
Total FTE Positions	22	21	20

Park Maintenance Service Activity					
	2014	2013	2012	2011	2010
Park Acreage Maintained	376.5	376.5	363.9	363.9	363.9
Pavilion Rentals	1101	973	1024	997	934
Carson Baseball Stadium Games Played	130	104	140	124	144
Carson Football Stadium Hours Rented	1041	1021.5	920	867	762.5
Trail Usage (Trail counter out of service-2 months-2014)	166,725	197,286	201,269	125,665	130,457
Volunteers (Program started in 2007)	300	781	1000	900	1,057
Cross Country Ski Trails Maintained - Miles	6.2	5.7	5.7	5.7	5.7
Athletic Fields Prepped for Games	1912	1872	2,271	2,479	2,731



City of Eau Claire 2016 Adopted Operating Budget

Parks, Recreation & Forestry: Recreation

The Recreation division provides a full complement of recreation opportunities for community members of all ages and interests. Program areas include aquatics, athletics, leisure activity instruction, specialized recreation, outdoor skating rinks and community events.

In addition the division operates Fairfax Municipal Pool, the Hobbs Municipal Ice Center, concession operation and coordinates all facility scheduling for park pavilions, the baseball and football stadiums at Carson Park and community athletic fields. The division also coordinates department-wide marketing efforts to promote active, healthy lifestyles and the enjoyment of city park facilities by the community.

Objectives

- Provide a diverse selection of programs, services, and facilities that focus on healthy lifestyles, social equity, and collaboration within the community.
- Provide a comprehensive variety of low-cost recreation activities for adults and children.
- Create a sense of community, enhance neighborhoods and promote healthy lifestyles.
- Coordinate the use of park facilities including pavilions, stadiums, athletic fields and neighborhood shelters.

Outputs

- Increased communication with the community and direct customer base through use of technology and social media resources.
- Provide facility schedules, park maintenance work-orders for pavilions, stadiums and athletic fields.
- Organize activity classes, including the reservation of facilities, hiring, training, supervising and evaluating staff and provide the list of opportunities to the public for registration.
- Provide high-quality social and recreational activities for special populations.
- Provide winter ice skating with accessible opportunities in each geographical area of the community.
- Partnership with Eau Claire Area School District summer school programs.
- Partnership with Wisconsin Park and Recreation Association discounted family amusement tickets.
- Partnership with other organizations and businesses to provide specialized recreational opportunities.
- Promote low cost opportunities available to the community through city parks programs, facilities, parks, trails and waterways.
- Ability to provide exceptional customer service to the community through evaluation and training processes.

Parks, Recreation & Forestry - Recreation Authorized Full-Time

Superintendent of Recreation
Program Supervisor

	2014	2015	2016
Superintendent of Recreation	1	1	1
Program Supervisor	1	1	1
Total FTE Positions	2	2	2

Participation Summary	2010	2011	2012	2013	2014
Aquatics	4,470	3,989	3,061	3,209	3,221
Instruction	1,728	1,748	1,695	1,818	1,834
Athletics	5,144	4,625	4,356	3,355	3,668
Specialized Recreation	300	279	261	240	287



City of Eau Claire 2016 Adopted Operating Budget

Parks, Recreation & Forestry: Forestry

The Forestry division is responsible for the care of an estimated inventory of over 65,000 trees that live on public property including boulevards and parks. The division is responsible for planting new trees, removing diseased trees, and removing and preventing safety hazards to citizens and property.

The division also issues bow-hunting permits, administers the boulevard tree rebate program, conducts a Christmas tree recycling program that provides mulch to the community and assists with removing tree stumps and responding to storm damage.

Objectives

- Maintain a healthy, thriving urban forest for the community boulevards and parks.
- Provide forestry-related assistance and advice to property owners for the care and selection of trees.

Outputs

- Pruned, removed and monitored tree growth for potential safety hazards to persons and property.
- Continued to update the current inventory of all city-owned trees, including condition, species, age, location and value.
- Monitored diseases that will affect public and private trees within the community and provided the community with education information regarding these diseases.
- Participated in annual Arbor Day and Earth Day celebrations to promote the planting of trees.
- Updated the City Urban Forestry Management Plan.
- Created an emerald ash borer response plan.

Parks, Recreation & Forestry - Forestry Authorized Full-Time

	2014	2015	2016
Superintendent of Parks, Forestry and Cemetery	1	1	1
Tree Trimmer II	1	1	0
Supervisor	0	0	1
Arborist I	3	3	4
Total FTE Positions	5	5	6

Forestry Service Activity					
	2014	2013	2012	2011	2010
Memorial Trees Planted	3	5	4	1	2
Tree/Stump Removals	658	229	587	300	167
Merry Mulch	4000	4500	4250	3,600	4,875
Dutch Elm Disease Prevention	14	8	18	4	5
Oak Wilt Management - Hours	45	42	41	60	52
Storm Clean-up - Hours	225	47	3055*	277	273
Trees Inventoried	719	532	771	531	640

* Storm May 24, 2012



City of Eau Claire 2016 Adopted Operating Budget

Eau Claire Police Department: Overview

The mission of the Police Department is to enhance the quality of life in Eau Claire by partnering with the community to solve problems, reduce crime and disorder, safeguard individual rights and improve public safety. The Police Department employs 137 people, of which 100 are sworn officers, and provides 24/7 service to the community by responding to crimes, traffic crashes, public safety hazards and other calls for service on a variety of community needs. The department responds to approximately 27,000 calls for service annually, in addition to the 4,700 adult arrests, 5,500 traffic and ordinance citations, 13,000 parking tickets and numerous warnings issued. Officers also dedicate time to specialty units such as: Crime Scene Unit, Tactical Response Team, Crisis Negotiation, Police Training Officer, Firearms Instructors, Force Option Trainers, Department Armors, Taser Instructors, Crash Scene Reconstructionist, Less Lethal Force Instructors, Crisis Intervention Team members, Technical Service Unit members, Honor Guard members, Chaplain Services and K-9 services.

Service Modifications included in the 2016 Operating Budget

- Increase in payroll of \$35,500 to cover the cost of one additional telecommunicator for six months of 2016. Revenue from Eau Claire County for its portion of these costs was increased by \$24,900, which is seventy percent of the cost.



Police Department Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 13,535,634	\$ 14,341,200	\$ 6,176,645	\$ 13,669,100	\$ 14,756,000
Contractual Services	1,530,601	1,645,200	849,360	1,656,500	1,792,500
Utilities	64,441	81,400	35,079	70,800	81,200
Fixed Charges	144,400	148,000	72,200	148,000	144,400
Materials & Supplies	192,876	177,400	91,527	168,800	178,700
Capital Purchases	36,345	-	-	-	-
Total Expenditures & Other Financing Uses:	\$ 15,504,297	\$ 16,393,200	\$ 7,224,811	\$ 15,713,200	\$ 16,952,800



City of Eau Claire 2016 Adopted Operating Budget

Police - Administration Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 708,701	\$ 787,700	\$ 381,849	\$ 787,700	\$ 824,000
Contractual Services	442,544	462,800	241,719	462,800	484,100
Utilities	1,389	1,900	1,120	900	1,900
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	5,142	13,200	4,976	10,000	9,200
Total Expenditures & Other Financing Uses:	<u>\$ 1,159,576</u>	<u>\$ 1,267,400</u>	<u>\$ 630,564</u>	<u>\$ 1,263,200</u>	<u>\$ 1,321,000</u>

Police - Administrative Services Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,320,984	\$ 1,396,100	\$ 593,351	\$ 1,302,500	\$ 1,439,100
Contractual Services	50,889	66,700	41,795	80,400	71,300
Utilities	5,426	5,100	3,297	4,900	5,200
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	52,859	54,700	34,037	50,700	52,700
Total Expenditures & Other Financing Uses:	<u>\$ 1,441,658</u>	<u>\$ 1,534,100</u>	<u>\$ 678,230</u>	<u>\$ 1,450,000</u>	<u>\$ 1,579,800</u>

Police - Patrol Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 7,444,054	\$ 7,923,900	\$ 3,379,801	\$ 7,551,600	\$ 8,136,900
Contractual Services	754,871	780,300	393,683	842,300	799,300
Utilities	26,523	27,700	12,360	25,000	27,700
Fixed Charges	98,900	102,500	49,450	102,500	98,900
Materials & Supplies	93,236	78,600	34,917	78,600	84,100
Capital Purchases	36,345	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>\$ 8,453,929</u>	<u>\$ 8,913,000</u>	<u>\$ 3,870,211</u>	<u>\$ 8,600,000</u>	<u>\$ 9,146,900</u>



City of Eau Claire 2016 Adopted Operating Budget

Police - Detective Expenditure Summary

	<u>2014 Actual</u>	<u>2015 Adopted</u>	<u>2015 6 Month Actual</u>	<u>2015 Projection</u>	<u>2016 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 2,348,812	\$ 2,395,300	\$ 1,045,521	\$ 2,280,000	\$ 2,428,100
Contractual Services	185,096	179,000	91,888	166,000	225,200
Utilities	5,265	5,600	3,030	5,000	5,600
Fixed Charges	27,500	27,500	13,750	27,500	27,500
Materials & Supplies	34,263	22,900	13,114	21,500	24,300
Total Expenditures & Other Financing Uses:	\$ 2,600,936	\$ 2,630,300	\$ 1,167,303	\$ 2,500,000	\$ 2,710,700

Police - Communication Center Expenditure Summary

	<u>2014 Actual</u>	<u>2015 Adopted</u>	<u>2015 6 Month Actual</u>	<u>2015 Projection</u>	<u>2016 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,713,083	\$ 1,838,200	\$ 776,123	\$ 1,747,300	\$ 1,927,900
Contractual Services	97,201	156,400	80,275	105,000	212,600
Utilities	25,838	41,100	15,272	35,000	40,800
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	7,376	8,000	4,483	8,000	8,400
Total Expenditures & Other Financing Uses:	\$ 1,848,198	\$ 2,048,400	\$ 878,503	\$ 1,900,000	\$ 2,194,400





City of Eau Claire 2016 Adopted Operating Budget

Police Dept: Administration/Admin Services

Appointed by the Police and Fire Commission, the Police Chief provides leadership and direction to the Eau Claire Police Department. The Administrative Services Division supports the department through the Records Section, Court Officer, Property and Evidence Section and Special Services Bureau. The Director of Administration assists in preparing, managing and allocating the Department's \$16.4 million budget as well as the many grants that are allocated to the Department for projects and personnel.

Objectives

- Effectively manage the department's multi-million dollar budget.
- Assist in the implementation and management of technology projects.
- Provide excellent customer service to the community in the areas of open record requests, civil or criminal court services actions, handling of items related to property and evidence collection and parking ticket services.
- Provide state mandated training to department members.
- Increase the use of social media to emphasize positive things being done by the department as well as to notify the community of crime trends.
- Utilize the Crime Analyst for statistical analysis.

Outputs

- Sharing a centralized location with the Eau Claire County Sheriff's Office will provide the public with more convenient access for all services from either law enforcement agency.
- The department has become virtually paperless due to technology implementations.
- Personnel continue to be provided with state-mandated training.
- Use of social media continues to be very successful in the area of public relations as well as the community using it to assist the department in solving crimes.
- Provide the citizens of Eau Claire with an annual report highlighting statistics.

Police Department - Admin. Authorized Full-Time	2014	2015	2016
Police Chief	1	1	1
Police Secretary	1	1	1
Total FTE Positions	2	2	2

Police Department - Admin. Services Authorized Full-Time	2014	2015	2016
Lieutenant	1	1	1
Investigator-Special Services	2	2	2
Investigator-Court Officer	1	1	1
Administrative Division Manager	1	1	1
Crime Analyst	1	1	1
Property and Evidence Technician	2	2	2
Training Technician	1	1	1
Records Bureau Technician	1	1	1
Law Enforcement Support Assistant	7	7	7
Total FTE Positions	17	17	17



City of Eau Claire 2016 Adopted Operating Budget

Police Dept: Patrol

The Patrol Division is staffed using the traditional day, afternoon and midnight shifts, supplemented with two overlap shifts between the hours of 11am and 3am.

In order for the Patrol Division to efficiently and effectively provide services, we recently modified the geographical boundaries of our existing districts. For purposes of police services, the City will remain divided into three separate districts which will be identified as the North, West and South Districts.

At the beginning of each year, Patrol Officers select a specific district where they will remain in that district for the entire year. In addition to calls for service, officers will be working with community members to try to identify problems and concerns within these districts. Patrol Officers will then engage the community to partner with them to combat these problems and concerns. Patrol officers will also be reaching out to specific neighborhoods, within their district, looking to identify and come up with strategies to help improve quality of life issues within these neighborhoods.

The Community Service Officer (CSO) program was started in 1995 as a part of a budget savings initiative using mainly part-time civilian employees. The CSO program consists of one full time civilian position and up to 10 part-time positions. Their main duties consist of parking enforcement and Animal Control. When CSOs are not on duty, patrol officers still respond to animal and parking issues as needed. Other CSO duties include squad transports to and from maintenance, courier services, some traffic control, fingerprinting/ photographing individuals prior to court and verifying computer entries regarding stolen property. Two seasonal CSOs have been added to the department who are strictly used for calendar parking enforcement between the months of November 1 and April 30.

Objectives

- Identify neighborhoods throughout the community that are not identified as “officially organized” but would benefit from partnering with the police when looking at quality of life issues within that neighborhood.
- Continue to use the current crime mapping data as a resource for efficiently and effectively deploying police resources throughout the community.

Outputs

- By identifying all the potential neighborhoods within each district, it will allow officers to make those face-to-face contacts within the neighborhoods and create “buy in” and a sense of ownership within these neighborhoods.
- Through the use of current crime mapping data and trends, we are able to place our resources in specific locations not only to deal with existing problems or concerns but to also address concerns before they become a problem.
- Through the use of “Comp Stat” we will be able to measure patrol district performance with the ultimate goal of reducing crime in our community.

Police Department - Patrol Authorized Full-Time	2014	2015	2016
Deputy Chief	1	1	1
Lieutenant	3	3	3
Sergeant	10	10	10
Patrol Investigator	1	1	1
Police Officer	60	59	59
Community Service Officer	1	1	1
Total FTE Positions	<u>76</u>	<u>75</u>	<u>75</u>



City of Eau Claire 2016 Adopted Operating Budget

Police Dept: Detective

The Detective Division conducts criminal investigations, manages physical evidence processing and transmittal to the State Crime Lab, conducts forensic examination of digital evidence on computers and other digital media, regulates pawn brokers and second hand stores and conducts polygraph examinations for criminal investigations and internal employment screening purposes. Detectives are also assigned to area schools and to the West Central Drug Task Force.

In 2014, a total of 1,549 investigations were conducted by the Detective Division with a successful resolution rate of 85%. Major cases successfully resolved by Detectives in 2014 include a homicide, armed robberies, organized burglary groups, large-scale drug distribution conspiracies, a fraud with more than \$300,000 in loss, and several significant child maltreatment cases.

The Detective division is organized by crime classification. Supervisors assign cases based on the type of crime involved and the solvability factors present. Two detectives are assigned to the financial crimes section to investigate forgeries, fraud, counterfeit documents and embezzlement crimes. Two detectives are assigned to the sensitive crime section to investigate the sexual and physical abuse of children, child pornography and child neglect cases. One detective is assigned to investigate property crimes where stolen property is transferred at pawnshops and second hand dealers. This detective is also responsible for ensuring pawn shops comply with local ordinance. Three detectives investigate any crimes that are not specialized in one of the other sections typically involving homicides, arsons, robberies, sexual assaults and batteries, among others. The polygraph detective conducts examinations for criminal investigations and pre-employment screening, assists the general crimes section and is responsible for the majority of the evidence processing and transmittal work sent to the State Crime Lab. Two drug task force detectives and one sergeant investigate drug manufacturing and trafficking cases in the Chippewa Valley, along with investigators from twelve other agencies assigned to the task force. The police school liaison section has four detectives assigned to the two public high schools and three public middle schools. These detectives are responsible for the majority of investigations involving crimes committed by youth. The department also has a detective designated to work with digital forensics. Digital evidence is valuable to investigations of child pornography, child enticement, drug trafficking, financial crimes and it has even been critical in homicide investigations.

Objectives

- Reduce the impact illegal drugs have on the quality of life for all Eau Claire residents.
- Lessen the amount of stolen property transferred at City of Eau Claire pawnshops and second hand property dealers.
- Through the Chippewa Valley Regional Computer Forensic Laboratory (CVRFCFL), expand our ability to utilize digital evidence for investigation and prosecution of crimes.
- Continue to support the department's efforts to reduce crime and improve the quality of life in Eau Claire.

Police Department - Detective Authorized Full-Time

	2014	2015	2016
Deputy Chief	1	1	1
Lieutenant	1	1	1
Sergeant	3	3	3
Investigator	15	16	16
Total FTE Positions	20	21	21

Outputs

- Illegal drugs such as methamphetamine are highly addictive and impact the entire community. In partnership with other community stakeholders, Detectives will reduce incidents involving methamphetamine utilizing an evidence-based four pillar strategy. These pillars include prevention, treatment, harm reduction, and enforcement.
- Through the better utilization of the Automated Property System (APS) ordinance Detective Division personnel can better regulate pawnshops and stabilize associated costs. This effort will be measured by a reduction in the amount of stolen property transferred, reduction in City of Eau Claire property crimes, and better collection of associated APS fees.
- In order to meet the expanding role technology has in criminal activity the CVRFCFL will continue to meet the standard 30 day turnaround for the examination of digital evidence. Additionally, forensic examiners will undertake proactive efforts aimed at identifying individuals who utilize technology to prey on children or other vulnerable members of the community.
- Detective Division personnel support the department's overall efforts through the development of performance measures. Detectives will develop a system that measures the amount of investigative work completed in order to properly align division personnel and resources. Detective Division personnel will measure the division's effectiveness through an established investigative case resolution rate.



City of Eau Claire 2016 Adopted Operating Budget

Police Dept: Communication Center

The Eau Claire Emergency Communication Center provides emergency communications for public safety agencies within the City and County of Eau Claire to include 9-1-1 emergency communications as well as non-emergency communications for the above-mentioned agencies. Eau Claire has had a combined Communication Center since 1970.

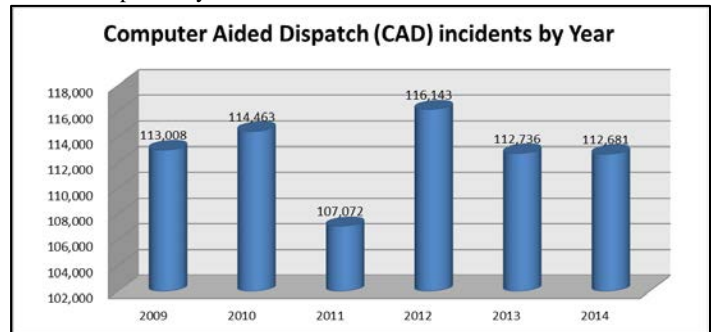
The center is staffed 24 hours per day by Telecommunicators who are trained to handle a multitude of situations. The Communication Center also maintains files on warrants, runaways and stolen property. The Communication Center is funded by both the City of Eau Claire and Eau Claire County at a 30% to 70% ratio respectively.

Objectives

- Increase staffing to better serve the entire population of Eau Claire County.
- Prepare for changes in the advancement of 9-1-1 technology.
- Upgrade technology to the back-up Communication Center.
- Provide ongoing training to staff.

Outputs

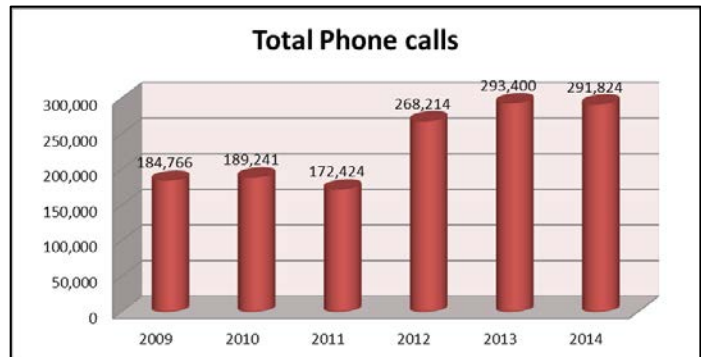
- An increase in staffing would allow for minimum staffing 24/7 and would also allow the Communication Center to better serve the entire population of Eau Claire County.
- Technology is constantly changing and consumers expect to be able to contact emergency services through many new means.
- Enhanced technology at the back-up Communication Center will allow for a seamless transfer of operations in emergency situations.
- Ongoing training in areas such as active shooter situations and emergency medical dispatch will allow Telecommunicators to keep members of the community, including emergency service workers, safe during critical incidents.



Police Department – Comm. Center Authorized Full-Time

	2014	2015	2016
Communication Center Manager	1	1	1
Communication Center Supervisor	3	3	3
Telecommunicator I	18	19	20
Total FTE Positions	22	23	24

	2010	2011	2012	2013	2014
Land Line 9-1-1	17,151	16,707	19,161	27,741	25,833
Cell 9-1-1	32,453	23,735	41,135	52,868	51,487
7 Digit Emergency	4,517	4,507	7,389	7,706	7,895
Non-Emergency	102,041	96,561	157,385	159,510	157,088
Out Only	33,079	30,914	43,144	45,575	49,521
Total Emergency	54,121	44,949	67,685	88,315	85,215
Total Non-Emergency	102,041	96,561	157,385	159,510	157,088
Total Out Only	33,079	30,914	43,144	45,575	49,521
Total	189,241	172,424	268,214	293,400	291,824





City of Eau Claire 2016 Adopted Operating Budget

Fire & Rescue Department: Overview

Eau Claire Fire & Rescue is responsible for rendering fire prevention, fire suppression, hazardous materials, special rescue services and emergency medical services for the City of Eau Claire. Its emergency medical services response area includes surrounding communities consisting of 11 townships, 1 village and 1 city. The department also manages the Hazardous Materials (Haz Mat) Response program to provide statewide hazardous material spill response. The department is staffed by 94 employees—91 sworn and 3 civilian. Response is provided 24 hours a day, 365 days a year from six stations.



Fire & Rescue Department Expenditure Summary

	<u>2014 Actual</u>	<u>2015 Adopted</u>	<u>2015 6 Month Actual</u>	<u>2015 Projection</u>	<u>2016 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 9,361,610	\$ 9,602,200	\$ 4,264,669	\$ 9,510,200	\$ 9,922,900
Contractual Services	895,761	833,000	440,837	866,400	847,100
Utilities	79,129	77,300	41,048	79,300	83,800
Fixed Charges	125,458	128,100	54,181	128,100	128,100
Materials & Supplies	201,480	199,200	82,814	203,500	192,300
Total Expenditures & Other Financing Uses:	<u>\$ 10,663,438</u>	<u>\$ 10,839,800</u>	<u>\$ 4,883,549</u>	<u>\$ 10,787,500</u>	<u>\$ 11,174,200</u>



City of Eau Claire 2016 Adopted Operating Budget

Fire & Rescue-Administration Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 547,544	\$ 706,200	\$ 340,119	\$ 706,200	\$ 756,500
Contractual Services	67,614	71,500	38,483	71,000	71,100
Utilities	74,638	77,300	38,799	77,000	79,800
Fixed Charges	3,200	3,200	1,600	3,200	3,200
Materials & Supplies	12,347	19,200	5,814	17,600	16,400
Total Expenditures & Other Financing Uses:	\$ 705,343	\$ 877,400	\$ 424,815	\$ 875,000	\$ 927,000

Fire & Rescue-Operations / EMS Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 8,319,157	\$ 8,410,800	\$ 3,708,749	\$ 8,329,000	\$ 8,667,200
Contractual Services	822,075	755,700	400,360	792,200	770,200
Utilities	4,491	-	2,249	2,300	4,000
Fixed Charges	116,658	119,300	49,781	119,300	119,300
Materials & Supplies	186,890	176,300	75,138	182,200	172,100
Total Expenditures & Other Financing Uses:	\$ 9,449,271	\$ 9,462,100	\$ 4,236,277	\$ 9,425,000	\$ 9,732,800

Fire & Rescue-Inspections Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 494,909	\$ 485,200	\$ 215,801	\$ 475,000	\$ 499,200
Contractual Services	6,072	5,800	1,994	3,200	5,800
Fixed Charges	5,600	5,600	2,800	5,600	5,600
Materials & Supplies	2,243	3,700	1,862	3,700	3,800
Total Expenditures & Other Financing Uses:	\$ 508,824	\$ 500,300	\$ 222,457	\$ 487,500	\$ 514,400



City of Eau Claire 2016 Adopted Operating Budget

Fire & Rescue Dept: Administration

The Administrative division is located on the second floor of Station No. 2 at 216 South Dewey Street. In addition to the Fire Chief and Fire Secretary, both department Deputy Chiefs and its Division Chief maintain offices at this location.

Objectives

- Assess cost reduction models and implementation criteria.
- Progress with deploying distance education options in our daily operations.
- Continue the advancement of our regional emergency medical services (EMS) providers' initiative.
- Increase public presentations on the mission and scope of the department while developing a viable feedback system to evaluate the community's needs.
- Build foundation for department sustainability.
- Evaluate and implement current and future technologies related to department operations.
- Assess and coordinate training demands of the department's personnel while meeting the organizational response demands.
- Sustain fire protection rating of Class 2 that was newly established by the Insurance Service Office (ISO).

Outputs

- Established working initiatives with regional trauma and EMS transport agencies in the region.
- Worked to support regional fire prevention initiatives for the county departments.
- Continued to improve and upgrade vehicle fleet.
- Continued to develop employee life safety initiatives.
- Continued recognition of new firefighters and newly promoted members with badge ceremony.
- Maintained department's presence and accessibility with social media accounts.

Fire & Rescue Department - Administration Authorized Full-Time

Fire Chief
Fire Secretary

2014	2015	2016
1	1	1
1	1	1
2	2	2

Total FTE Positions





City of Eau Claire 2016 Adopted Operating Budget

Fire & Rescue Dept: Operations

The Operations division assumes the overall planning and management responsibility for fire suppression, emergency medical services, hazardous materials response, water/dive rescue, confined space rescue, high angle rescue and personnel training for the organization.

Responsibilities are carried out through the efforts of 1 Deputy Chief, 3 operational (shift) Battalion Chiefs, 6 Captains, 12 Lieutenants, 18 Equipment Engineers and 47 Firefighters. Its employees are the department's most valuable assets. Without dedicated and cross-trained people, the department cannot accomplish its mission of protecting the lives and property of the citizens it serves.

Objectives

- Provide fire suppression methods in a safe and efficient manner for the citizens of the City of Eau Claire and surrounding areas.
- Provide response to hazardous materials incidents.
- Provide special rescue response such as water rescue, confined space, trench rescue, high angle rescue and vehicle extrication.
- Provide the foundation for response capabilities within the Homeland Security framework.
- Preserve and protect life, property, and the environment against injury and damage from other incidents occurring within the City of Eau Claire.
- Average a 5-minute or less response time from the time of the call within the City of Eau Claire and a 10-minute or less average response time within our regional EMS delivery area external to the city.
- Enhance communication within the organization using electronic methods and increase the citizens' knowledge of department services.
- Provide company level training through more efficient means by identifying mandated requirements through Wisconsin SPS 330 and applicable Occupational Safety and Health Act and National Fire Protection Association standards.
- Continue training within our organization and with our regional partners in emergency services.
- Provide employees with up-to-date protective equipment for a safer work environment.
- Develop Rapid Intervention Teams and integrate into fire suppression operations.
- Reduce fire loss in the community through aggressive public education and code enforcement.

8,134 Responses in 2014			
6,801	Medical Responses	145	Service Call Responses
145	Fire/Rescue Responses	182	Good Intent Responses
612	Automatic Alarm Responses	3	Special Request Responses
246	Hazardous Condition Responses		

Fire & Rescue Department - Operations Authorized Full-Time

	2014	2015	2016
Deputy Chief	1	1	1
Battalion Chief	3	3	3
Fire Captain	6	6	6
Fire Lieutenant	12	12	12
Fire Equipment Operator	18	18	18
Firefighter	47	47	47
Total FTE Positions	87	87	87



City of Eau Claire 2016 Adopted Operating Budget

Fire & Rescue Dept: Emergency Medical Services

Comprising of 83.6% of department responses, emergency medical services (EMS) remain a strong focus of department resources. The department is staffed with 49 certified paramedics and 41 certified emergency medical technicians. There are three front-line paramedic ambulances and three units available as reserves. Personnel are involved in constant training and also participate in community education and special events to increase citizen knowledge about EMS issues.

Objectives

- Work with Hospitals to reduce time to definitive care of stroke and heart attack patients.
- Develop active threat response policy and begin training with ECPD.
- Research integrating paramedics into ECPD tactical team response.
- Research feasibility of Tele-health.
- Develop internal quality assurance program that is company-based.
- Place in use of a wireless link to transmit 12 leads to the hospital and move cardiac monitor data to the EPCR.
- On-scene time of less than 20 minutes on all EMS incidents for ambulances, less than 10 minutes for stroke.
- Research the need for and feasibility of community paramedics.



Outputs

- Implemented and continued to develop Image Trend reporting software. Preparing to move to Elite programming.
- Updated protocols to include STEMI (a specific type of heart attack) recognition and Addison's disease. All personnel were trained in these skills.
- Developed a fall risk questionnaire in conjunction with the Aging and Disability Resource Center and both hospitals.
- Recertified First Responders in airway procedures, medication administration and blood glucose checks.
- Implemented advance notice and pre-hospital lab draws for STEMI patients being transported to Sacred Heart Hospital.
- Developed a regional EMS association with membership from all regional EMS agencies.
- Provided EMS presentations to all ECASD 4th grades.

Note – EMS staff are included in the Fire Operations staffing totals.

Ambulance Revenue (Net of Collection Fees)						
	2009	2010	2011	2012	2013	2014
City	\$ 1,256,262	\$ 1,311,636	\$ 1,520,597	\$ 1,560,228	\$ 1,754,645	\$ 1,824,387
Regional	509,777	528,472	505,566	428,866	407,253	433,034
Hospital	157,500	154,193	155,827	161,437	164,182	167,043
Total	<u>\$ 1,923,539</u>	<u>\$ 1,994,301</u>	<u>\$ 2,181,990</u>	<u>\$ 2,150,531</u>	<u>\$ 2,326,080</u>	<u>\$ 2,424,464</u>



City of Eau Claire 2016 Adopted Operating Budget

Fire & Rescue Dept: Inspections

The Inspection division is comprised of five staff members—One Deputy Chief, one Division Chief, one Lead Fire Inspector, one Civilian Fire Inspector, and one Civilian Clerk. The main responsibility of this division is to oversee the inspection of commercial properties within the City of Eau Claire. Division personnel are responsible for compliance with follow-up inspections and codes, fire investigations, public education and underground/aboveground storage tank inspections. Personnel serve as informational contacts for other departments and citizens who have questions regarding National Fire Protection Association and Wisconsin Administrative codes.

Objectives

- Work with property owners to ensure compliance with Wisconsin Act 78, which pertains to sprinkler systems for fraternity and sorority houses.
- Ensure sustainability of Eau Claire smoke detector ordinance with the Department of Safety and Professional Services (DSPS) per Wisconsin Act 270.
- Transition to a tablet-based fire safety inspection program.
- Conduct a community risk analysis focusing on all hazards and risks within the community.
- Partner with area fire departments in providing safety education utilizing the regional fire safety house.
- Provide fire prevention and life safety education for members of the community--targeting young, children, young adults and the elderly.
- Increase outreach programs to college students residing in on- and off-campus housing.
- Conduct fire safety inspections and emphasize preplanning of target hazards.
- Maintain current inspection routes and place more emphasis on pre-planning of target hazards.
- Increase water safety awareness in the community—focusing on the target age groups most affected by water-related incidents.

Outputs

- Approximately 4,270 inspections completed by the fire inspectors and fire/EMS crews.
- 202 specialty inspections and site permits completed including those for fireworks sales, tents and customer complaint inspections.
- 58 fire investigations conducted.
- Conducted 45 site permit inspections on 70 tanks.
- Trained 940 individuals at 26 different businesses on fire extinguishers and fire safety.
- 10 unsafe living conditions investigated.
- In spring, the ambulance companies and fire inspectors presented fire and water safety information to 1,500 4th and 5th graders. In fall, fire prevention activities were conducted for 3,400 students at 18 schools for all students grades K-3 and for over 849 children at 17 sites for 4-year-old kindergarten.

Fire & Rescue Department - Inspections Authorized Full-Time	2014	2015	2016
Deputy Chief	1.00	1.00	1.00
Division Chief	1.00	1.00	1.00
Fire Inspector I	0.75	0.75	0.75
Fire Inspector II	1.00	1.00	1.00
Clerk III	1.00	1.00	1.00
Total FTE Positions	<u>4.75</u>	<u>4.75</u>	<u>4.75</u>



City of Eau Claire 2016 Adopted Operating Budget

Non-Departmental

The Non-Departmental division includes several different programs that have city-wide implications and are not identified with a particular department. Among the expenses paid from these accounts are payments to Public Access TV and Senior Central, special assessments for street and utility work abutting city-owned property, payments on city's debt, subsidies for various operating funds and capital project transfers. The division also includes a contingency appropriation for unexpected events.

Objectives

- Reconciliation of debt costs to the tax levy for debt service.
- Operational subsidies for Public Transit, Economic Development, Fairfax Municipal Pool, Cemetery Maintenance and Hobbs Ice Center.
- Support for the 5-year Capital Improvement Plan.

Outputs

- A transfer of \$7,607,000 to the Debt Service Fund.
- Operating subsidies and capital transfers as listed below.

Subsidies

Public Transit	\$ 1,128,300
Economic Development	100,000
Fairfax Municipal Pool	88,700
Cemetery Maintenance	294,800
Hobbs Ice Center	90,800
Total Subsidies	\$ 1,702,600

CIP Transfers

Land, Buildings & Equipment	\$ 1,454,000
Street Improvements	379,100
Parking	57,200
Transit	23,000
Total CIP Transfers	\$ 1,913,300

Non-Departmental Expenditure Summary

	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 205,602	\$ 154,800	\$ 17,950	\$ 154,800	\$ 154,800
Contractual Services	99,795	120,300	22,853	120,300	120,300
Fixed Charges	83,186	145,800	14,300	145,800	145,800
Contributions & Other Payments	152,392	150,800	80,225	150,800	150,100
Other Uses	8,955,042	9,661,400	6,686,201	9,661,400	9,509,600
Transfers to CIP Programs	2,760,900	2,928,000	3,500,063	3,500,100	1,913,300
Total Expenditures & Other Financing Uses:	\$ 12,256,917	\$ 13,161,100	\$ 10,321,592	\$ 13,733,200	\$ 11,993,900

City of Eau Claire, Wisconsin
2016 Adopted
Operating Budget
Adopted November 10, 2015



Special Revenue Funds

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City of Eau Claire 2016 Adopted Operating Budget

Economic Development

The City of Eau Claire’s Economic Development division’s mission is to grow local businesses, facilitate expansions and recruit outside businesses to locate in Eau Claire in order to increase quality of living, add well-paying jobs for our citizens and grow the tax base. The division markets the City as a great place to live, work and play. The division is responsible for administering the city’s economic development goals and strategies, business incentive programs, promoting the local economy as a desirable location, collecting and maintaining statistical information and negotiating the sale of land in the city’s industrial parks. Most recently, the Economic Development division has been heavily involved in the redevelopment of the downtown area. The division serves 66,530 residents, 4,437 businesses, 137 manufacturers and 554 downtown businesses.

Objectives

- Lead agency for economic development projects in the City of Eau Claire.
- Downtown revitalization.
- Financial assistance (Revolving Loan Fund, Business Development Fund, Commercial Center Façade Loan, Industrial Revenue Bonds, Regional Business Fund Micro Loans and Downtown Façade Program).
- Business retention and recruitment (available property database, financial programs, groundbreaking, ribbon cuttings, site selection assistance and entrepreneur assistance).
- Statistical information collection (industrial and commercial construction statistics, vacancy inventory rates, industrial park absorption, cost of living index and workforce data).
- Other initiatives (community involvement, student talent retention and creative class efforts).

Economic Development Authorized Full-Time	2014	2015	2016
Economic Development Administrator	1	1	1
Business Assistance Specialist	1	1	1
Total FTE Positions	<u>2</u>	<u>2</u>	<u>2</u>

Economic Development Fund Support

<u>Organization</u>	2015 Adopted Budget	2016 Adopted Budget
Chippewa Valley Innovation Center, Inc.	\$ 12,100	\$ 14,100
Eau Claire Area Development Corporation	90,000	88,000
Downtown Fund (DECI)	80,000	85,000
Redevelopment Authority	<u>350,000</u>	<u>350,000</u>
Total Support to Organizations	<u>\$ 532,100</u>	<u>\$ 537,100</u>



City of Eau Claire 2016 Adopted Operating Budget

Economic Development Cont.

ECONOMIC DEVELOPMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ 87,220	\$ 78,700	\$ 30,635	\$ 41,900	\$ 26,300
Non-Operating Revenue	159,019	58,500	18,871	63,600	83,000
Other Financing Sources	485,000	100,000	100,000	500,000	100,000
Total Revenues & Other Financing Sources:	731,239	237,200	149,506	605,500	209,300
Expenditures & Other Financing Uses:					
Personal Services	145,762	155,200	65,009	155,200	164,400
Contractual Services	33,224	53,000	6,835	40,600	39,900
Utilities	536	700	877	7,800	700
Fixed Charges	1,200	1,200	600	1,200	1,200
Materials & Supplies	5,068	2,200	2,309	2,200	4,200
Contributions & Other Payments	102,100	102,100	57,100	102,100	102,100
Loans	422,050	-	-	-	-
Other Financing Uses	480,000	430,000	430,000	780,000	435,000
Total Expenditures & Other Financing Uses:	1,189,940	744,400	562,730	1,089,100	747,500
Excess (Deficiency) of Funding Sources over Uses	\$ (458,701)	\$ (507,200)	\$ (413,224)	\$ (483,600)	\$ (538,200)
Available Fund Balance:					
Restricted:					
Noncurrent Portion of Advances	\$ 400,000			\$ 400,000	\$ 400,000
RLF Grant Proceeds	479,394			517,421	569,438
Gateway Industrial Park	1,000,000			1,000,000	1,000,000
Code Compliance Loans	97,250			100,000	100,000
Façade Loans	10,000			10,000	10,000
Strip Mall Façade Loan	137,818			143,407	148,996
Economic Development	1,159,968			630,002	34,196
Ending Balance	\$ 3,284,430			\$ 2,800,830	\$ 2,262,630



City of Eau Claire 2016 Adopted Operating Budget

Community Enhancement

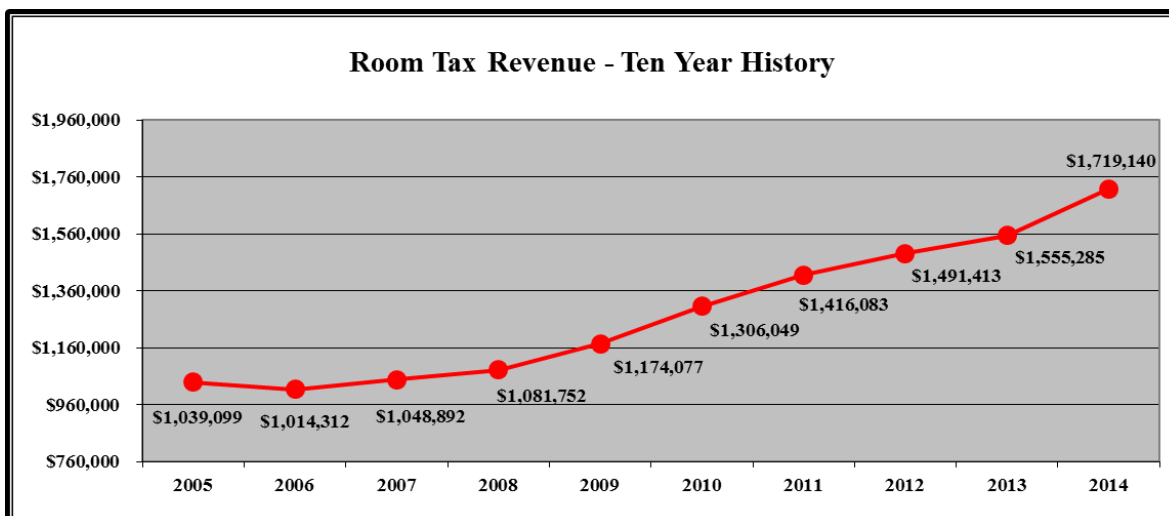
The Community Enhancement Fund was created in 1992 to account for the receipt and use of room tax revenues. Since 1975 the City has levied a room tax on hotels and motels within the city limits, under authority of Wisconsin Statute 66.0615. The tax was increased to 8% of gross room rental charges in 2009. Beginning in 2016, the City will allocate 70% of collected room taxes to Visit Eau Claire for tourism promotion and development.

Objectives

- Collect room tax revenue for convention and tourism activities.
- Budget room tax funds for complete distribution each year.

Outputs

- Allocate funds to Visit Eau Claire - \$1,275,800.
- Support Hobbs Municipal Ice Center Operating and Capital Improvement Projects - \$383,900.
- General Fund support for convention and tourism activities - \$115,000.
- Support for Fairfax Pool Projects - \$132,800.





City of Eau Claire 2016 Adopted Operating Budget

Community Enhancement Cont.

COMMUNITY ENHANCEMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 1,719,141	\$ 1,570,000	\$ 622,047	\$ 1,735,800	\$ 1,822,500
Miscellaneous	740	500	15	500	200
Non-Operating Revenue	-	-	-	-	-
Total Revenues & Other Financing Sources:	1,719,881	1,570,500	622,062	1,736,300	1,822,700
Expenditures & Other Financing Uses:					
Contractual Services	2,378	2,400	1,755	2,400	2,400
Contributions & Other Payments	1,183,536	1,099,900	566,450	1,193,300	1,275,800
Other Financing Uses	500,000	515,000	515,000	515,000	631,700
Total Expenditures & Other Financing Uses:	1,685,914	1,617,300	1,083,205	1,710,700	1,909,900
Excess (Deficiency) of Funding Sources over Uses	\$ 33,967	\$ (46,800)	\$ (461,143)	\$ 25,600	\$ (87,200)
Available Fund Balance:					
Restricted:					
Community Enhancement	\$ 113,048			\$ 138,648	\$ 51,448
Ending Balance	\$ 113,048			\$ 138,648	\$ 51,448



City of Eau Claire 2016 Adopted Operating Budget

Downtown Fund

The Downtown Fund provides staffing for Downtown Eau Claire, Inc. (DECI), a separate non-profit corporation and the lead organization for marketing the downtown area. Created in 2002, the purpose of DECI was to carry out the recommendations of HyettPalma's Downtown Action Agenda 2001. Today its vision is to be the premier civic alliance that creates a downtown everyone recognizes, appreciates, and enjoys. Its mission is to promote the development of business, housing, cultural resources and activities. There are currently 554 businesses in the downtown area representing retail, restaurants, service, medical, manufacturing, government, entertainment and recreational facilities. There are a total of 7,585 people who work downtown.



This represents 16.7% of the City's total employees (45,477). There are 1,526 housing units available with 3,376 residents living downtown.

The organization is governed by a board consisting of representatives from various parts of the community including Business Improvement Districts, government, neighborhoods, downtown business owners and property owners and is comprised of 21 members. DECI is staffed by one City of Eau Claire employee who reports to the City's Economic Development Administrator. DECI is also provided half-time assistance by the Business Assistance Specialist budgeted in the Economic Development Fund. The Economic Development Administrator serves as the Executive Director of DECI.

Objectives

- Host annual events for the Eau Claire community.
- Focus on the promotion of the downtown area as the premier location to live, shop, work and play.
- Recruit and retain businesses within the downtown area.
- Work with the City of Eau Claire on downtown transportation issues.
- Promote the redevelopment efforts of downtown Eau Claire.
- Brand downtown Eau Claire through marketing, website and other promotions.

Outputs

- At the close of 2014, DECI had 112 business and individual members, which is the highest number since the organization's inception.
- DECI secured a record amount of sponsorships, totaling more than \$38,000.
- A Grand Evening on the Bridge raised nearly \$10,000 for DECI, and approximately \$1,000 for the non-profit organization Chippewa Valley Theatre Guild.
- DECI organized a holiday light campaign to purchase and create a light display in Phoenix Park.
- Gained nearly 1,000 'likes' on our Facebook page. The page now has nearly 4,700 followers.
- DECI created an Instagram page and has 120 followers.
- Reached almost 29,000 users on the Downtown Eau Claire website, and nearly 98,000 page views.
- Nearly 60 electronic newsletters were sent out to approximately 2,300 contacts.
- DECI continues to work with the Leader-Telegram in publishing a downtown section in the newspaper for a Sunday distribution of nearly 30,000, as well as printing copies to distribute locally.
- DECI worked to promote the Confluence Project by writing about 30 letters of support and other material.
- DECI hosted three ribbon cuttings.
- There were 14 new businesses that opened in the Downtown districts.
- A record number of volunteers (approximately 400) showed up for Our City Spring Clean-Up.
- Our City Spring Clean-Up had its highest amount of sponsorship contributions (\$1,800) to date.
- Coordinated Summer Fest, Family Night in the Park, International Fall Festival, and Christmastime in the City.
- International Fall Festival included 60 parade entries, which is the highest number to date.
- Coordinated Downtown Trick-or-Treating with more than 2,000 participants.
- Worked with Visit Eau Claire and its Signature Event Committee to create a new Eau Claire event for 2016.



City of Eau Claire 2016 Adopted Operating Budget

Downtown Fund Cont.

Downtown Fund Authorized Full-Time	2014	2015	2016
Communications & Promotions Coordinator	1	1	1
Total FTE Positions	<u>1</u>	<u>1</u>	<u>1</u>

DOWNTOWN FUND
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
Other Financing Sources	80,000	80,000	80,000	80,000	85,000
Total Revenues & Other Financing Sources:	<u>93,000</u>	<u>93,000</u>	<u>93,000</u>	<u>93,000</u>	<u>98,000</u>
Expenditures & Other Financing Uses:					
Personal Services	106,220	111,900	48,294	111,900	117,800
Contractual Services	1,805	1,800	900	1,800	1,800
Utilities	-	-	-	-	-
Fixed Charges	-	-	-	-	-
Materials & Supplies	-	-	-	-	-
Contributions & Other Payments	3,325	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>111,350</u>	<u>113,700</u>	<u>49,194</u>	<u>113,700</u>	<u>119,600</u>
Excess (Deficiency) of Funding Sources over Uses	\$ (18,350)	\$ (20,700)	\$ 43,806	\$ (20,700)	\$ (21,600)
Available Fund Balance:					
Restricted:					
Loft Matching Program	\$ 7,675			\$ -	\$ -
Downtown	86,850			73,825	52,225
Ending Balance	\$ 94,525			\$ 73,825	\$ 52,225



City of Eau Claire 2016 Adopted Operating Budget

Cemetery Maintenance

The City operates and maintains two public cemeteries – Forest Hill and Lakeview. Staff sell lots, dig graves, and assist funeral directors and families with services in the cemeteries year-round. Lakeview also maintains a historic chapel facility. There is sufficient capacity for an additional 50 years in each cemetery, or approximately 6,000 total lots.

Service Modifications included in the 2016 Operating Budget

- Rental of an Americans with Disabilities Act-compliant ramp for Hoover Chapel on an as-needed basis.

Objectives

- Provide well-maintained cemeteries for the community.
- Provide an adequate supply of available lots for burials.
- Provide assistance to funeral homes and veterans services.

Outputs

- Mow and trim 40 acres of lawn at Forest Hill Cemetery and 40 acres of lawn at Lakeview Cemetery.
- Dig graves as requested by funeral home directors.
- Sell burial lots, columbarium lots and marker permits to community residents.
- The Cemetery division has electronic records available for public access at webcemeteries.com/eauclairewi.gov. This feature allows the public to view burial records, enter obituaries, and search maps to locate relatives and loved ones interred on the grounds at Forest Hill and Lakeview Cemeteries.

Cemetery Maintenance Authorized Full-Time	2014	2015	2016
Skilled Worker/Cemetery & Parks	1	1	1
Assistant Sexton	1	1	1
Total FTE Positions	<u>2</u>	<u>2</u>	<u>2</u>

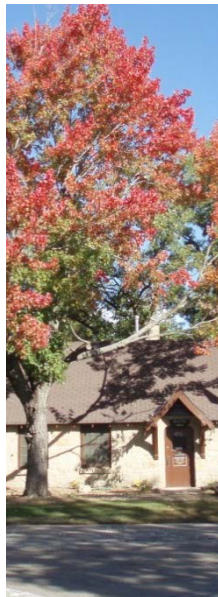


City of Eau Claire 2016 Adopted Operating Budget

Cemetery Maintenance Cont.

CEMETERY MAINTENANCE
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Licenses & Permits	\$ 105,390	\$ 112,000	\$ 39,052	\$ 115,400	\$ 115,300
Fines & Forfeits	-	-	-	-	-
Charges For Services	51,964	82,400	26,934	67,300	67,300
Miscellaneous	15,522	-	-	-	-
Other Financing Sources	441,668	280,000	-	280,000	294,800
Total Revenues & Other Financing Sources:	614,544	474,400	65,986	462,700	477,400
Expenditures & Other Financing Uses:					
Personal Services	248,773	302,300	112,420	302,300	304,700
Contractual Services	117,453	97,400	48,736	92,000	100,300
Utilities	19,117	24,100	7,598	21,500	24,800
Fixed Charges	245,611	6,100	3,050	6,100	6,100
Materials & Supplies	38,546	44,500	16,758	40,800	41,500
Capital Purchases	35,944	-	-	-	-
Other Financing Uses	2,905	-	-	-	-
Total Expenditures & Other Financing Uses:	708,349	474,400	188,562	462,700	477,400
Excess (Deficiency) of Funding Sources over Uses	\$ (93,805)	\$ -	\$ (122,576)	\$ -	\$ -
Available Fund Balance:					
Restricted:					
Cemetery Maintenance	\$ 157,918			\$ 157,918	\$ 157,918
Ending Balance	\$ 157,918			\$ 157,918	\$ 157,918





City of Eau Claire 2016 Adopted Operating Budget

Hazardous Materials Response

The Hazardous Materials Response Fund was established in 1996 to account for responses to hazardous materials spills. The West Central Regional Response Team is a joint venture between Eau Claire Fire and Rescue and Chippewa Falls Fire and Emergency Services. The team is contracted with the State of Wisconsin to deliver hazardous materials response to a statewide area – primarily northwestern Wisconsin. City of Eau Claire tax dollars are not used to operate the team; the State of Wisconsin provides grant funding.

The team is designated a Type 1 team (one of only two in the state) and thus capable of responding to incidents involving Weapons of Mass Destruction (WMD).

Objectives

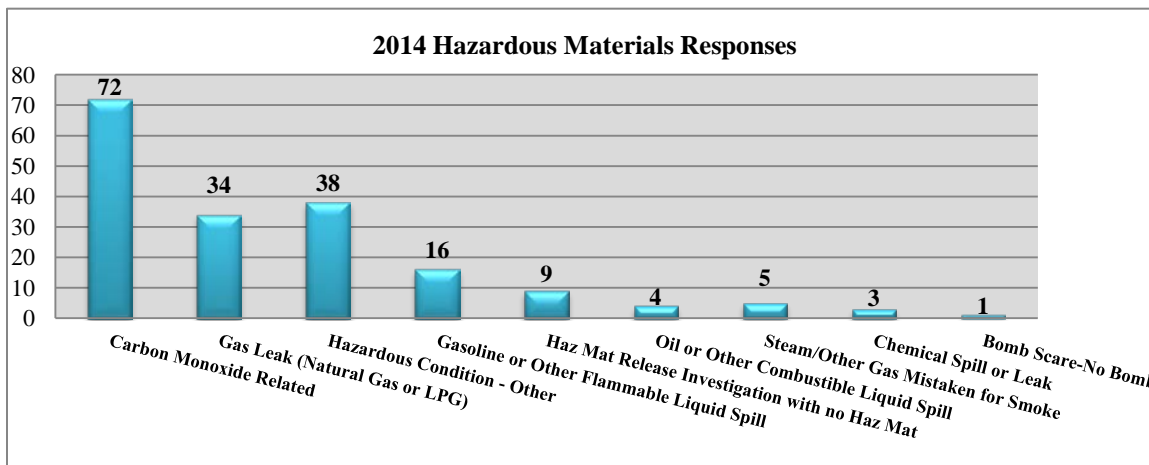
- Respond to hazardous materials (haz mat) incidents to provide mitigation.
- Provide consultation for emergency responders concerning haz mat situations they may encounter.
- Provide outreach presentations to law enforcement, emergency medical services, fire departments, civic groups and local government personnel throughout response area.
- Conduct training according to National Fire Protection Association (NFPA) standards. To reach this goal we send personnel to the Wisconsin Area Hazardous Materials Responders (WAHMR) conference to attend numerous classes and share the information upon their return.
- Participate in annual hazardous materials response drill.

Outputs

- Responded to Bloomer, Wisconsin with the Chemical Assessment Team vehicle (CAT) for a mercury spill. Assisted local responders and the Chippewa Fire Department with detection and formulating an Incident Command Action plan.
- Responded to complaints of an intentional mercury spill at a business near the intersection of Highway 93 and Golf Road.
- Gave outreach presentations to various entities within the response area. These programs teach groups how to request a regional team, what equipment we carry and the types of incidents to which we are able to respond.
- Participated in a full-scale exercise with the 54th Civil Support Team (CST) out of Madison. The 54th CST is a National Guard military unit that specialized in WMD and radiological events. This training affords the team (Eau Claire & Chippewa Falls) the opportunity to work with and learn from one of the best-trained groups in the world.
- Lieutenants Brian Kranz and Dave Whitehouse attended the annual WAHMR conference. WAHMR is a professional organization for Hazardous Materials response personnel.
- Captain Steve Vargo and the 54th CST conducted sample collection training department wide.
- Secured a Wisconsin Emergency Management grant of approximately \$70,000 to purchase two meters. These meters can identify unknown solids and liquids. One meter will be used for unknown vapors and WMD situations.

42 Personnel are assigned to the Hazardous Materials Response Team

- 29 Members from Eau Claire Fire Department.
- 13 Members from Chippewa Falls Fire Department.





City of Eau Claire 2016 Adopted Operating Budget

Hazardous Materials Response Cont.

HAZARDOUS MATERIALS
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 183,944	\$ 113,900	\$ 61,046	\$ 113,900	\$ 116,000
Charges For Services	2,647	2,000	-	2,000	2,000
Miscellaneous	360	300	95	300	300
Total Revenues & Other Financing Sources:	186,951	116,200	61,141	116,200	118,300
Expenditures & Other Financing Uses:					
Personal Services	47,500	48,100	22,368	48,100	47,800
Contractual Services	18,431	24,200	5,210	24,200	24,200
Utilities	18	1,200	9	1,200	1,200
Fixed Charges	3,000	3,000	1,500	3,000	3,000
Materials & Supplies	6,971	14,600	11,450	14,600	17,800
Contributions & Other Payments	21,447	28,100	595	28,100	28,100
Capital Purchases	74,066	-	-	-	-
Total Expenditures & Other Financing Uses:	171,433	119,200	41,132	119,200	122,100
Excess (Deficiency) of Funding Sources over Uses	\$ 15,518	\$ (3,000)	\$ 20,009	\$ (3,000)	\$ (3,800)
Available Fund Balance:					
Restricted					
Grant Proceeds	\$ 86,064			\$ 83,064	\$ 79,264
Ending Balance	\$ 86,064			\$ 83,064	\$ 79,264



City of Eau Claire 2016 Adopted Operating Budget

L.E. Phillips Memorial Public Library

The L.E. Phillips Memorial Public Library serves the residents of the City of Eau Claire as well as residents of Eau Claire County. It is the largest library in West Central Wisconsin and the resource library for the 10-county Indianhead Federated Library System. The Library's policies and operations are overseen by the City of Eau Claire and governed by a 9-member library board that is appointed by the City Council.

The Library's mission is to provide free and guided access to organized information, materials and activities to all community members within a welcoming environment. Materials and services include:

- Fiction and non-fiction books
- Large print books and new reader materials
- Children books and board books for babies
- Educational computer software
- Access to the library's online catalog
- Online holds and renewals
- Items borrowed from other libraries
- Magazines and newspapers
- DVDs, CDs, and audiobooks
- Delivery of materials to the homebound
- Downloadable e-books, audiobooks, and music
- Teen area with books, magazines, computers and software
- Special programs for kids, teens, and adults
- Internet access and free Wi-Fi
- Word-processing computers and online information resources
- Meeting rooms, art exhibits, displays
- Answers in person, by phone, and e-mail
- Information about community agencies and services
- iPads for checkout
- Self-service fax and scanning

Outputs – 2014

- Annual Library Visits – 455,306
- Circulation and Interlibrary Loan activity – 1,186,747
- Media Download Circulation – 24,874 (music); 50,235 (e-books); 17,577 (audiobooks); 180 (e-video)
- Number of users of electronic resources – 80,828
- Reference transactions – 68,263
- Library program attendance – 23,310 children and teens; 3,310 adults
- Summer Library Program registration – 2,438 children and 548 teenagers
- Volunteer hours – 5,214
- Home Delivery Service Customers – 206
- At the end of 2014, the library collection included – 273,214 items
- Downloadable (audio, video, e-book) materials and databases offered (local, regional, state) – 155,715
- Number of registered borrowers – 44,731

L.E. Phillips Memorial Public Library Authorized Full-Time

	2014	2015	2016
Library Director	1.000	1.000	1.000
Professional 5	1.000	1.000	1.000
Professional 3	2.000	2.000	2.000
Professional 2	5.000	5.000	5.000
Professional 1	2.000	2.000	2.000
Library Associate II	5.725	5.725	5.725
Library Associate I	4.775	4.775	4.775
Library Assistant II	3.500	3.500	3.500
Library Assistant I	6.108	6.108	6.108
Desk Clerk	5.025	5.025	5.000
Total FTE Positions	36.133	36.133	36.108



City of Eau Claire 2016 Adopted Operating Budget

L.E. Phillips Memorial Public Library Cont.

L.E. PHILLIPS MEMORIAL PUBLIC LIBRARY
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 2,900,700	\$ 2,929,300	\$ 2,929,300	\$ 2,929,300	\$ 2,994,900
Fines & Forfeits	101,780	109,000	46,949	109,000	104,000
Charges For Services	6,874	7,000	3,820	7,000	7,400
Charges For Services - Intragovernmental	557,154	569,500	274,193	569,500	595,000
Other Operating Revenue	231,860	221,100	224,205	224,100	232,600
Miscellaneous	79,717	43,800	126,004	43,800	40,600
Other Financing Sources	175	100	2,592	100	500
Total Revenues & Other Financing Sources:	3,878,260	3,879,800	3,607,063	3,879,800	3,975,000
Expenditures & Other Financing Uses:					
Personal Services	2,616,645	2,711,700	1,259,657	2,711,700	2,849,700
Contractual Services	263,014	323,100	167,455	323,100	309,200
Utilities	93,734	100,800	47,994	100,800	100,500
Fixed Charges	31,715	31,700	16,205	31,700	32,100
Materials & Supplies	678,686	621,400	298,709	621,400	635,400
Capital Outlay	9,879	15,800	6,055	15,800	8,000
Other Financing Uses	225,750	229,800	190,000	229,800	196,600
Total Expenditures & Other Financing Uses:	3,919,423	4,034,300	1,986,075	4,034,300	4,131,500
Excess (Deficiency) of Funding Sources over Uses	\$ (41,163)	\$ (154,500)	\$ 1,620,988	\$ (154,500)	\$ (156,500)
Available Fund Balance:					
Nonspendable:					
Prepayments	\$ 41,276			\$ 41,276	\$ 41,276
Inventory	5,069			5,069	5,069
Restricted:					
Library	551,538			397,038	240,538
Gifts & Donations	102,424			102,424	102,424
Library Capital	90,000			90,000	90,000
Ending Balance	\$ 790,307			\$ 635,807	\$ 479,307





City of Eau Claire 2016 Adopted Operating Budget

City-County Health Department

The mission of the City-County Health Department is keeping people in all Eau Claire City/County communities safe and healthy. To accomplish this mission, the Department provides a wide array of public health services through organized programs that assure a safe and healthy environment, prevent disease and disability, and promote positive health practices. The Department collaborates closely with community partners to identify and respond to diseases and conditions that are preventable. Also provided are programs and services mandated by state statute and local ordinance.

2012-2016 Strategic Priorities

- Continue to build a cohesive health department team.
- Improve and prioritize health department services and operations.
- Increase health department visibility, accessibility and external communication.
- Continue to engage the community in collaborative public health action.

Outcomes

- Health care cost savings through prevention and early intervention efforts.
- Community coordination for prevention and health promotions.
- Access to health and dental care through advocacy, health benefits counseling and service provision.
- Reduction of tobacco use and youth alcohol use.
- 2015 County Health Ranking Report: 13th among 72 counties.
- Protection of surface and groundwater from human health hazards.
- Early identification, treatment and prevention of spread of communicable disease.
- Adequate and appropriate nutrition for children.
- Healthy children in our schools and families.
- Prevention of teen and unwanted pregnancies.
- Protection from rodent, insect and animal vectors of disease.
- Safe and lead free housing.
- A community prepared for public health emergencies.
- Sustained/improved quality of life for community residents.
- A healthy community where we can live, work, learn and play.

Programs include:

- Communicable Disease Prevention & Control
- Maternal & Child Health
- Food Protection
- Reproductive Health/Family Planning
- School Health
- Tobacco/Youth Alcohol Prevention & Control
- Housing Maintenance & Safety
- Childhood Lead Poisoning Prevention
- Air Pollution Monitoring
- Radon Prevention
- Immunization Services
- Health Benefits Counseling
- Eau Claire Healthy Communities
- Medical Reserve Corp volunteer program
- Worksite wellness
- Public health surveillance
- Women Infant Children Nutrition
- Environmental Inspections
- Adult Health Promotion
- Garbage & Solid Waste
- Public Health Emergency Preparedness
- Community Health Improvement
- Rodent, Insect, Rabies & Vector Control
- Drinking Water Protection
- Private On-site Waste Water Disposal
- Community Health Assessment
- TB, STD and HIV testing and services
- Public Health Nutrition
- Tobacco and Alcohol compliance checks
- Chronic Disease Prevention
- Breastfeeding support





City of Eau Claire 2016 Adopted Operating Budget

City-County Health Department Cont.

CITY-COUNTY HEALTH DEPARTMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 1,706,800	\$ 1,723,200	\$ 1,723,200	\$ 1,723,200	\$ 1,765,400
Intergovernmental	1,128,797	1,089,800	298,872	1,062,100	1,081,600
Licenses & Permits	512,980	476,500	413,448	476,500	563,600
Charges For Services	212,732	146,200	51,117	146,200	151,100
Charges For Services - Intragovernmental	1,432,770	1,526,400	681,437	1,526,400	1,512,600
Miscellaneous	67,194	10,500	136,003	322,900	189,500
Other Financing Sources	76,774	62,000	23,719	85,700	71,200
Total Revenues & Other Financing Sources:	5,138,047	5,034,600	3,327,796	5,343,000	5,335,000
Expenditures & Other Financing Uses:					
Personal Services	4,209,266	4,421,500	2,061,183	4,527,500	4,699,800
Contractual Services	319,005	313,800	157,992	465,500	385,300
Utilities	21,597	21,700	13,447	32,500	34,700
Fixed Charges	19,020	23,000	18,755	24,000	33,800
Materials & Supplies	210,487	222,200	93,214	256,600	219,400
Contributions & Other Payment	8,018	3,300	3,300	3,300	-
Capital Purchases	25,167	-	-	-	-
Other Financing Uses	31,762	31,100	-	31,100	30,300
Total Expenditures & Other Financing Uses:	4,844,322	5,036,600	2,347,891	5,340,500	5,403,300
Excess (Deficiency) of Funding Sources over Uses	\$ 293,725	\$ (2,000)	\$ 979,905	\$ 2,500	\$ (68,300)
Available Fund Balance:					
Nonspendable:					
Prepayments	\$ 67,391			\$ 67,391	\$ 67,391
Inventory	562			562	562
Restricted:					
Health Department	1,030,892			1,033,392	965,092
Ending Balance	\$ 1,098,845			\$ 1,101,345	\$ 1,033,045



City of Eau Claire 2016 Adopted Operating Budget

City-County Health Department: Administration

Administration provides leadership and support to other divisions and functions of the department.

Objectives

- Provide agency level supervision, direction and evaluation of public health staff and programs.
- Develop and execute the department's budget using guidelines of the City, County & Board of Health.
- Manage the department's strategic planning process.
- Build collaborative capacity to effectively respond to priority public health issues and public health emergencies.
- Assure enforcement of public health laws/regulations.

Outcomes

- Filled vacancies and oriented new staff successfully to department activities/functions.
- Completed State 140 review and maintained Level III health department status.
- Completed remodel to improve efficiency and productivity.
- Revised employee handbook and updated salary schedule.
- Completed Ebola planning and response activities with partners.
- Met all fiscal requirements of multiple funders.

City-County Health Department: Health Education

Objectives

- Provide public health education, outreach, social marketing and health messaging.
- Sustain tobacco/alcohol prevention infrastructure and strategies.
- Support agency level grant writing, strategic planning, and quality improvement and performance management.
- Support community and systems interventions to impact environment and policies.

Outcomes

- Enforcement of tobacco and alcohol policy/statutes.
- Continued decrease in reported alcohol, tobacco and other drug use in youth.
- Increase in parents connecting related to alcohol prevention
- Completed county level health assessment and plan.
- Reorganization of Eau Claire Healthy Communities with leadership and funding from key healthcare partners.

Health Dept - Administration Authorized Full-Time	2014	2015	2016
Health Department Director	1.00	1.00	1.00
Administrative Services Manager	1.00	0.00	0.00
Front/Medical Office Associate	3.40	4.21	3.23
Program Office Specialist	0.60	0.65	0.42
Community Advocacy Director/Supervisor	0.40	0.70	0.80
Community Health Educator	0.60	0.73	0.92
Budget Specialist	0.00	1.00	1.00
Manager of Internal Operations	0.00	1.00	0.97
Program Assistant	0.00	0.13	0.13
Total FTE Positions	7.00	9.42	8.47



City of Eau Claire 2016 Adopted Operating Budget

City-County Health Dept.: Environmental Health and Public Health Lab

The Environmental Health component of the department provides assessment, management, control and prevention of environmental factors that may adversely affect the health, safety or wellbeing of citizens in the City and County of Eau Claire.

Objectives

- Assure protection from the spread of communicable diseases through food, water and rodents/insects.
- Assure that the public is provided a safe food and water supply that is protected from contamination.
- Assure that the public is provided safe and adequate housing for the protection of health.
- Assure the proper treatment and disposal of wastewater to prevent human health hazards, water pollution, drinking water contamination and the spread of communicable diseases.
- Assure protection from injury and disease at facilities such as schools, beaches, pools, body art facilities, campgrounds, lodging facilities, massage therapy facilities and mobile home parks.
- Assure proper storage, collection, transportation and disposal of solid waste to protect health and safety.
- Assure that children live in lead-safe environments.
- Reduce the exposure to air contaminants.
- Protection from radiation and radioactive materials, devices and products.

Outputs

- 61 confirmed interdepartmental food/water borne communicable disease investigations.
- 1,611 food product/ingredient samples and swabs.
- 1,230 food service inspections (includes all types), of those 249 were re-inspections.
- 9 food-borne illness complaint investigations.
- 14,432 microbiological and chemical laboratory sample analyses.
- 166 animal bite investigations/consultations.
- 584 housing inspections and 1,056 re-inspections.
- 15 inspections with Eau Claire County Human Services - hoarding.
- 1,352 recreational water samples (pools and beaches).
- 100% licensed facility (e.g. restaurants, campgrounds, etc.) inspection rate.
- All schools inspected twice during the school year.
- 33 Human Health Hazard/Public Health Nuisance Properties.
- 608 solid waste inspections, including 115 garbage truck inspections.
- 7 lead samples and 4 home lead investigations.
- 57 air program inspections, 6 incinerator inspections and 59 air samples.

Health Dept - Environmental Health Authorized Full-Time

	2014	2015	2016
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Supervisor	1.00	1.00	1.00
Environmental Health Specialist II	5.50	3.90	5.79
Laboratory Chemist/ Microbiologist II	1.00	2.00	2.00
Microbiology Coordinator	1.00	0.00	0.00
Laboratory Technician I	0.75	0.00	0.00
Environmental Health Technician	1.00	0.00	0.00
Environmental Health Aide	0.00	1.00	0.92
Chemist/Microbiologist I	0.00	0.93	0.95
Environmental Health Specialist I	0.00	2.03	0.80
Total FTE Positions	11.25	11.86	12.46



City of Eau Claire 2016 Adopted Operating Budget

City-County Health Department: Public Health Nursing

The Public Health Nursing and Nutrition division works to promote/maintain/restore health and prevent disease and injury with vulnerable populations and individuals/families as well as the community as a whole.

Objectives

- Prevent/control communicable disease transmission.
- Improve infant/mother health outcomes through assuring early prenatal care, breastfeeding and nutrition.
- Increase parenting skills with special focus on families at risk for child abuse and neglect.
- Promote reproductive health and facilitate safe, effective and successful family planning.
- Provide health screening and preventive health services in Eau Claire City/County schools.
- Improve access to continuous health care, dental care and mental health care for underserved groups.

Outputs

- 716 communicable disease investigations.
- 2,174 immunizations to 1,556 infants, children and adults to protect against 15 diseases.
- 1,556 influenza vaccinations.
- 376 prenatal care coordination visits to 156 women.
- 4,246 family health visits for assessment, teaching and case management.
- 153 adult health clinic visits for 40 rural residents.
- 753 women and 138 men received reproductive health/family planning services.
- 2,382 children received school-based oral health preventive services.
- 589 childhood blood lead tests provided.
- 69 women of low-income enrolled for cancer screenings.

City-County Health Department: Public Health Nutrition

Objectives

- Promote and maintain the health and well-being of nutritionally at-risk pregnant, breastfeeding and postpartum women, infants and children.
- Facilitate the provision of quality nutrition education and obesity prevention in the community.
- Improve the community's intake of fruits and vegetables.

Outputs

- 3,419 WIC participants received supplemental food, nutrition assessment/education/referrals.
- 1,380 families and 375 health care providers received cutting edge nutrition and physical activity information via newsletter.
- 114 children enrolled in head start received nutrition assessments and follow up care.
- 1,215 WIC families received vouchers for use in area farmers' markets.
- 181 pregnant and new moms received breastfeeding peer counseling.

Health Dept - Public Health Nursing Authorized Full-Time	2014	2015	2016
Director of Nursing	1.00	1.00	1.00
Supervisor of Nursing	1.60	1.60	1.60
Public Health Nurse	9.97	10.10	9.02
Health Benefits Specialist	0.10	0.15	0.12
Public Health Aide	0.53	0.52	0.56
Bilingual Health Aide	0.70	0.77	0.75
Bilingual Interpreters	0.05	0.08	0.06
Public Health Nutritionist	0.40	0.50	0.58
Dietician	0.00	0.14	0.16
Total FTE Positions	<u>14.35</u>	<u>14.86</u>	<u>13.85</u>



City of Eau Claire 2016 Adopted Operating Budget

Community Development Block Grant (CDBG)

The City Housing division administers the City of Eau Claire's Community Development Block Grant (CDBG) program. The CDBG program is funded annually by HUD to provide decent housing, suitable living environments and expanded economic opportunities principally for low and moderate-income persons.

Objectives

- Acquire and rehabilitate 1 single family home for the home ownership program.
- Provide housing rehabilitation loans to 11 homeowners.
- Lead remediation assistance to 7 homeowners.
- Provide planning and management funding for 4 neighborhood associations.
- Provide Tenant Based Rental Assistance (TBRA) to 50 households.
- Provide Down Payment Closing Cost Assistance (DPCC) to 5 first time homebuyers.
- Provide funding to 11 Public Services with the City of Eau Claire.
- Provide funding to the City/County Health Department to continue the Code Enforcement Program.

Outputs

Housing Division

- Assisted 1 homebuyer with direct homeownership assistance.
- Rehabilitated 13 owner-occupied residential units, including lead abatement in 10 units and asbestos abatement in 2 units.
- 13 low/moderate homeowners received HOME Weatherization Grants (11 – Eau Claire Housing Division and 2 – Western Dairyland).
- 1 single family home was purchased and will be rehabilitated for the Homeownership Program.
- Provided funding to the City of Eau Claire Public Works Department for alley improvements.

Provided Funding to Assist Public Services:

- 68 people facing domestic violence sought shelter and support services.
- 130 families received case management assistance to help care for their children.
- 1,023 people sought emergency shelter as a result of homelessness.
- 724 received primary health care services from the free clinic.
- 828 people received meals from the Community Table soup kitchen.
- 48 households received rental assistance with the Housing Choice Voucher program.
- 732 Hmong households received tenant/landlord counseling.
- 49 Women and minorities received employment and business start-up services.
- 141 persons received literacy assistance.

CDBG Authorized Full-Time	2014	2015	2016
Housing Division Administrator	0.30	0.30	0.30
Housing Rehabilitation Specialist	1.00	1.00	1.00
Accounting Assistant	0.03	0.03	0.03
Office Associate	0.10	0.10	0.10
Program Specialist	0.80	0.80	0.80
Rental Specialist	0.03	0.03	0.03
Total FTE Positions	<u>2.26</u>	<u>2.26</u>	<u>2.26</u>



City of Eau Claire 2016 Adopted Operating Budget

Community Development Block Grant (CDBG) Cont.

*COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
Budget Summary
Revenues & Expenditures*

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 397,919	\$ 533,900	\$ 113,137	\$ 533,900	\$ 523,600
Program Income	218,720	100,000	67,630	190,000	100,000
Total Revenues & Other Financing Sources:	616,639	633,900	180,767	723,900	623,600
Expenditures & Other Financing Uses:					
Personal Services	176,711	166,200	81,682	171,800	172,300
Contractual Services	51,213	52,300	27,044	47,100	56,200
Utilities	459	600	287	600	800
Fixed Charges	2,559	4,900	2,386	3,000	3,400
Materials & Supplies	2,764	2,700	4,539	6,200	6,200
Contributions & Other Payments	80,001	115,000	75,710	131,000	119,300
Capital Purchases	224,809	160,000	68,448	160,000	160,000
Other Financing Uses	93,162	132,200	93,919	204,200	105,400
Total Expenditures & Other Financing Uses:	631,678	633,900	354,015	723,900	623,600
Excess (Deficiency) of Funding Sources over Uses	\$ (15,039)	\$ -	\$ (173,248)	\$ -	\$ -
Available Fund Balance:					
Restricted:					
Grant Proceeds	\$ 113,255			\$ 113,255	\$ 113,255
Ending Balance	\$ 113,255			\$ 113,255	\$ 113,255



City of Eau Claire 2016 Adopted Operating Budget

Landfill Remediation

The City of Eau Claire owned and operated a landfill located off Highway C in the Town of Union from the early 1960s through the late 1970s. The landfill, which sits on a 100-acre site, collected household and industrial waste from Eau Claire County and the surrounding area. It was closed in the early 1980s.

The Landfill Remediation Fund was authorized by Council in late 1993 and accounts for transactions associated with the activities of the Potentially Responsible Parties (PRP) Group to address contamination issues at the City's former landfill.

The City of Eau Claire acts as the administrator for the PRP Group. The PRP Group has been established to respond to environmental concerns associated with the landfill site. Responsibilities include the hiring of agencies and other consultants, correction of well contamination issues and identifying other PRPs.

Objectives

- Comply with regulatory requirements.
- Provide appropriate environmental monitoring.
- Professionally and promptly respond to concerns raised by property owners in the vicinity of the landfill.

Outputs

- Continued compliance with regulatory requirements and reporting to the Wisconsin Department of Natural Resources.
- Monitored wells and extraction wells continued to be maintained and upgraded. Evaluation of existing ground water extraction system continues to be ongoing for any modifications.
- Ongoing communication and updates with property owners in the area of the landfill.

LANDFILL REMEDIATION
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 50,944	\$ 150,000	\$ 29,864	\$ 150,000	\$ 150,000
Misc Revenue	-	-	42	-	-
Total Revenues & Other Financing Sources:	50,944	150,000	29,906	150,000	150,000
Expenditures & Other Financing Uses:					
Contractual Services	29,081	36,100	22,988	36,100	36,100
Utilities	17,114	18,900	6,584	18,900	18,900
Materials & Supplies	4,749	95,000	334	95,000	95,000
Total Expenditures & Other Financing Uses:	50,944	150,000	29,906	150,000	150,000
Excess (Deficiency) of Funding Sources over Uses	\$ -	\$ -	\$ -	\$ -	\$ -
Available Fund Balance:					
Restricted:					
Landfill Remediation	\$ -			\$ -	\$ -
Ending Balance	\$ -			\$ -	\$ -

City of Eau Claire, Wisconsin

2016 Adopted Operating Budget

Adopted November 10, 2015



Debt Service Funds

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Debt Service Fund

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City of Eau Claire 2016 Adopted Operating Budget

Debt Service

The Debt Service Fund accounts for the payment of principal and interest on the current portion of general obligation long-term debt and the accumulation of resources for future payments. General obligation bond issues are backed by the full faith and credit of the City and are repaid through resources of the particular fund. Transfers from the General Fund, Library and Health are recorded under “Other Financing Sources”. Funding is derived from property tax and special assessment collections.

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

1. General Obligation Bonds & Notes are issued for capital construction projects and are backed by the full faith and credit of the City.
 - o Number of debt issues: 23
 - o Total outstanding debt as of 12/31/2015: \$101,115,000
2. Tax Incremental Bonds (general obligation debt) are issued to finance TIF District improvements in the TIF project plans. Tax Incremental Bonds are paid by segregated property taxes, but are ultimately backed by the full faith and credit of the City if incremental taxes are inadequate to meet payments.
 - o Number of debt issues: 7
 - o Total outstanding debt as of 12/31/2015: \$20,475,000
3. Revenue Bonds are issued by the Water and Sewer Utilities for capital construction projects and are backed by user fees generated from operations in the enterprise.
 - o Number of debt issues: 4
 - o Total outstanding debt (estimated) as of 12/31/2015: \$42,346,469

Section 67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5 percent of the equalized valuation of the taxable property in the municipality. The City Council adopted a Debt Policy in September 2014 that limits the amount of outstanding debt to 60% of the State allowable amount.

The following computation compares the total debt allowable as approved by City Council for the City of Eau Claire with outstanding indebtedness at December 31, 2015:

Equalized valuation including T.I.D.'s (certified, August 2015)	\$4,664,452,100
Debt capacity per State Statute (5% of equalized value)	233,222,605
Debt capacity per City Debt Policy (3% of equalized value)	139,933,563
Unused borrowing capacity per State Statute	132,107,605
Unused borrowing capacity per City Debt Policy	38,818,563
Percent of debt capacity remaining per State Statute	56.64%
Percent of debt capacity remaining per City Debt Policy	27.74%

The Debt Policy also states that the Net Direct Debt should not exceed three times (3X) the operating revenues of the City.

General Fund Operating Revenues (Adopted 2016)	59,787,600
Debt Policy Limit (3x operating revenues)	179,362,800
Net Direct Debt as of 12/31/15	101,115,000



City of Eau Claire 2016 Adopted Operating Budget

Debt Service Cont.

*DEBT SERVICE
Budget Summary
Revenues & Expenditures*

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 645,239	\$ 1,672,400	\$ 1,233,336	\$ 1,672,400	\$ 1,432,600
Intergovernmental	1,574	26,400	-	26,400	29,100
Charges For Services	12,500	-	-	-	-
Miscellaneous	5,459	11,600	6,158	11,600	3,100
Other Financing Sources	8,372,156	7,879,900	6,586,201	11,456,300	7,677,400
Total Revenues & Other Financing Sources:	9,036,928	9,590,300	7,825,695	13,166,700	9,142,200
Expenditures & Other Financing Uses:					
Contractual Services	32,130	57,000	6,953	57,000	57,000
Principal-G.O. Bonds	6,245,114	6,318,300	6,318,238	9,868,300	6,305,800
Principal-S/A Bonds	800,000	640,000	640,000	640,000	480,000
Interest-G.O. Bonds	2,607,395	2,689,300	1,402,361	2,721,200	2,442,600
Interest-S/A Bonds	83,100	53,600	33,520	53,600	29,700
Capital Purchases	300,000	-	-	-	-
Arbitrage Rebate	-	25,000	-	25,000	25,000
Total Expenditures & Other Financing Uses:	10,067,739	9,783,200	8,401,072	13,365,100	9,340,100
Excess (Deficiency) of Funding Sources over Uses	\$ (1,030,811)	\$ (192,900)	\$ (575,377)	\$ (198,400)	\$ (197,900)
Working Capital/Available Fund Balance:					
General Obligation Debt-Tax Levy Restricted	\$ -			\$ -	\$ -
General Obligation Debt-Self Supporting Restricted:					
Debt Service	5,651,562			5,297,862	4,904,862
TID #5	-			283,400	623,000
TID #6	584,316			460,416	341,316
Unassigned (deficit):					
TID #7	(356,357)			(360,557)	(385,957)
Ending Balance	\$ 5,879,521			\$ 5,681,121	\$ 5,483,221

City of Eau Claire, Wisconsin
2016 Adopted
Operating Budget
Adopted November 10, 2015



Enterprise Funds

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City of Eau Claire 2016 Adopted Operating Budget

Water Utility

The Water Utility Fund provides for the operations of the city-owned municipal water system. The fund is divided into various major accounts including well, pumpage, treatment, transmission and distribution, customer accounts and administration as required by the Public Service Commission (PSC).

Objectives

- Provide an adequate supply of potable water which meets or exceeds all state and federal standards.
- Provide municipal water with a return on investment in accordance with the PSC guidelines.
- Operate and maintain the pumping equipment and pipe system to ensure a continuous flow of potable water into the distribution system at a consistent pressure.
- Maintain an efficient water transmission and distribution system to ensure a continuous supply of water to industrial, commercial, public and residential customers along with fire protection.

Outputs

- Supply municipal water that has no violations as noted on the annual Consumer Confidence Report.
- Produce and supply water to the customer at a cost of less than \$0.003 per gallon.
- Operate the water supply system in compliance with the Wisconsin Department of Natural Resources (WDNR) regulation.

Water Utility Authorized Full-Time	2014	2015	2016
Utilities Administrator	1.00	1.00	1.00
Utilities Superintendent	1.00	1.00	1.00
Utilities Supervisor	1.00	1.00	1.00
Water Plant Supervisor	1.00	1.00	1.00
Clerk II	1.00	1.00	1.00
Operator II	1.00	1.00	1.00
Service Worker II	2.00	2.00	2.00
Operator I	8.00	8.00	8.00
Service Worker I	13.00	13.00	13.00
Total FTE Positions	<u>29.00</u>	<u>29.00</u>	<u>29.00</u>



City of Eau Claire 2016 Adopted Operating Budget

Water Utility Cont.

WATER UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Licenses & Permits	\$ 141	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
Fines & Forfeits	1,926	2,000	540	2,000	2,000
Charges For Services	9,119,039	9,191,100	3,505,680	9,191,100	9,324,700
Other Operating Revenue	299,809	291,000	64,172	291,000	291,000
Miscellaneous	36,832	28,700	5,444	28,700	15,900
Non-Operating Revenue	706,309	54,000	13,115	54,000	42,000
Other Financing Sources	83	-	-	-	-
Total Revenues & Other Financing Sources:	<u>10,164,139</u>	<u>9,567,800</u>	<u>3,588,951</u>	<u>9,567,800</u>	<u>9,676,600</u>
Expenditures & Other Financing Uses:					
Personal Services	2,188,674	2,302,800	868,803	2,302,800	2,289,500
Contractual Services	810,203	415,100	194,960	430,000	429,100
Utilities	567,069	583,900	259,899	583,900	606,300
Fixed Charges	2,054,826	2,338,900	1,163,466	2,338,900	2,377,600
Materials & Supplies	464,984	483,800	167,639	483,800	485,400
Non-Operating Proprietary	348,673	403,500	139,260	403,500	278,600
Total Expenditures & Other Financing Uses:	<u>6,434,429</u>	<u>6,528,000</u>	<u>2,794,027</u>	<u>6,542,900</u>	<u>6,466,500</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ 3,729,710</u>	<u>\$ 3,039,800</u>	<u>\$ 794,924</u>	<u>\$ 3,024,900</u>	<u>\$ 3,210,100</u>
Working Capital:					
Beginning Balance	\$ 3,013,049			\$ 2,706,055	\$ 2,349,495
Changes in Working Capital:					
From Operations	3,729,710			3,024,900	3,210,100
From Bond Issue	-			-	5,000,000
Less Non-Cash Developer Contributions	(630,246)			-	-
Less Principal on Debt	(2,781,793)			(493,700)	(519,700)
Less Transfers to CIP	(2,602,500)			(2,347,500)	(3,130,000)
Less Bond Funded CIP	-			-	(5,000,000)
Change in Balance Sheet Accounts	1,394,945			-	-
Dec (Inc) In Restricted Cash	582,890			(540,260)	(1,700)
Ending Balance	<u>\$ 2,706,055</u>			<u>\$ 2,349,495</u>	<u>\$ 1,908,195</u>



City of Eau Claire 2016 Adopted Operating Budget

Sewer Utility

The Sewer Utility Fund provides for the operations of the city owned wastewater treatment facility and sewage collection system. The fund is divided into various major accounts including wastewater treatment, sanitary sewer collection system maintenance, interceptor sewer maintenance, industrial pretreatment and administration.

Service Modifications included in the 2016 Operating Budget

- Decreased payroll expenses due to staffing reduction.

Objectives

- Operate the wastewater treatment plant in compliance with the effluent limitations of the Wisconsin Pollution Discharge Elimination System discharge permit.
- Provide wastewater treatment to the service area including the City of Eau Claire, City of Altoona and a portion of the former Washington Heights Sewer District.
- Monitor and enforce an industrial pretreatment program.
- Ensure that the sanitary sewer collection system is maintained in a satisfactory condition.

Outputs

- Achieve a score of 3.5 or greater on the Compliance Maintenance Annual Report.
- Clean and inspect the sewer collection system to cause less than 10 main-related service calls per year.
- Convey and treat wastewater at a cost of less than \$0.004 per gallon.

Sewer Utility Authorized Full-Time	2014	2015	2016
Utilities Chemist	1.0	1.0	1.0
Wastewater Plant Supervisor	1.0	1.0	1.0
Utilities Supervisor	1.0	1.0	1.0
Utilities Engineer	1.0	1.0	1.0
Assistant Chemist	1.0	1.0	1.0
Clerk II	0.5	0.5	0.5
Operator II	2.0	2.0	2.0
Service Worker II	1.0	1.0	1.0
Laboratory Technician	1.0	1.0	1.0
Operator I	10.0	10.0	6.0
Service Worker I	7.0	7.0	7.0
Total FTE Positions	26.5	26.5	22.5



City of Eau Claire 2016 Adopted Operating Budget

Sewer Utility Cont.

SEWER UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 9,305,840	\$ 9,390,300	\$ 3,741,203	\$ 9,390,300	\$ 9,163,500
Other Operating Revenue	79,118	85,000	24,399	85,000	85,000
Miscellaneous	61,208	36,000	12,110	36,000	27,300
Non-Operating Revenue	483,456	24,800	-	24,800	15,000
Total Revenues & Other Financing Sources:	9,929,622	9,536,100	3,777,712	9,536,100	9,290,800
Expenditures & Other Financing Uses:					
Personal Services	2,508,380	2,615,100	1,067,503	2,615,100	2,409,000
Contractual Services	1,100,808	1,059,500	441,395	1,068,700	1,068,500
Utilities	772,054	547,400	418,046	547,400	801,400
Fixed Charges	522,697	556,500	277,680	556,500	563,500
Materials & Supplies	829,746	844,200	232,044	844,200	603,100
Non-Operating Proprietary	97,930	1,031,800	486,416	1,031,800	991,000
Total Expenditures & Other Financing Uses:	5,831,615	6,654,500	2,923,084	6,663,700	6,436,500
Excess (Deficiency) of Funding Sources over Uses	\$ 4,098,007	\$ 2,881,600	\$ 854,628	\$ 2,872,400	\$ 2,854,300
Working Capital:					
Beginning Balance	\$ 5,522,205			\$ 5,647,110	\$ 8,743,097
Changes in Working Capital:					
From Operations	4,098,007			2,872,400	2,854,300
From Bond Issue	19,798,923			4,949,047	-
Less Non-Cash New Construction	(442,260)			-	-
Less Principal on Debt	(60,741)			(65,200)	(69,900)
Less Transfers to CIP	(2,040,000)			(1,540,000)	(260,800)
Less CIP Projects Bond Funded	(19,798,923)			(4,949,047)	-
Changes in Sheet Accounts Balance:	(855,101)			-	-
Dec (Inc) In Restricted Cash	(575,000)			1,828,787	30,900
Ending Balance	\$ 5,647,110			\$ 8,743,097	\$ 11,297,597



City of Eau Claire 2016 Adopted Operating Budget

Storm Water Utility

The Storm Water Utility Fund provides for the operation and maintenance of and improvements to the storm water drainage system.

Objectives

- Compliance with the Wisconsin Pollution Discharge Elimination System NR 216 water discharge permit.
- Acquisition, construction and maintenance of storm water detention basins.
- Review and approval of development plans for compliance with the city regulations.
- Repair, clean and maintain the drainage inlets, pipes and conveyance systems.

Outputs

- Compliance with the conditions of the storm water discharge permit as detailed in the annual report to the WDNR.
- Worked with several stakeholders to resolve inconsistencies in flood plain management at the confluence of the Eau Claire and Chippewa rivers.
- Reviewed 51 site plans and 7 plats for compliance with City regulations in 2014

Storm Water Utility Authorized Full-Time

Engineering Technician I

	2014	2015	2016
Engineering Technician I	1	1	1
Total FTE Positions	1	1	1

Street Cleaning: The street sweeping and cleaning services are for the purpose of removing sand, debris, grass and leaves from the street to prevent the plugging of the storm water drainage system and prevent debris from entering the creeks, streams, rivers and waterways. The program also improves the environment and aesthetic appearance of the community. The cost of the street sweeping program is funded 100% from the Storm Water Utility.

Objectives – Street Cleaning

- Complete street sweeping in accordance with the requirements of the NR 216 Wisconsin Pollutant Discharge Elimination System Storm Water Discharge Permit.
- Clean sand and debris from streets in the spring following the winter snow and ice control operations.
- Remove leaves from gutters in the fall to prevent storm drain plugging.

Outputs – Street Cleaning

- Removed and disposed of 11,456 cubic yards of debris from the streets and parking lots in 2014. New in 2014/2015, the sand and debris swept up was stored at the Jeffers road brush site instead of being hauled to the landfill at \$10/ton. This material will be processed through a trammel screening plant to remove all organic material and trash. The finished product will be fill sand that can be used to build berms and fill at building sites. This is a DNR approved process and the Street Division received a 5-year permit for this process.
- Complete the spring sweeping and clean up no later than May 30th.
- Sweep all streets a minimum of 6.20 times during the calendar year.
- Sweep all streets in the Half Moon Lake Watershed 16 times.
- Sweep all streets in the downtown business district 6.5 times.



City of Eau Claire 2016 Adopted Operating Budget

Storm Water Utility Cont.

STORM WATER UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 4,213,546	\$ 4,342,200	\$ 1,776,905	\$ 4,342,200	\$ 4,457,400
Other Operating Revenue	33,487	30,000	9,883	30,000	30,000
Miscellaneous	59,037	37,900	13,844	37,900	47,500
Non-Operating Revenue	292,510	400	-	400	600
Total Revenues & Other Financing Sources:	4,598,580	4,410,500	1,800,632	4,410,500	4,535,500
Expenditures & Other Financing Uses:					
Personal Services	540,127	738,700	327,489	738,700	659,900
Contractual Services	550,252	650,200	298,120	650,200	653,000
Utilities	76,439	119,000	1,277	119,000	119,100
Fixed Charges	381,898	406,900	202,940	406,900	416,500
Materials & Supplies	39,503	16,500	584	16,500	16,500
Non Operating Proprietary	720,387	594,600	310,104	594,600	562,100
Total Expenditures & Other Financing Uses:	2,308,606	2,525,900	1,140,514	2,525,900	2,427,100
Excess (Deficiency) of Funding Sources over Uses	\$ 2,289,974	\$ 1,884,600	\$ 660,118	\$ 1,884,600	\$ 2,108,400
Working Capital:					
Beginning Balance	\$ 2,762,118			\$ 1,747,054	\$ 1,589,854
Changes in Working Capital:					
From Operations	2,289,974			1,884,600	2,108,400
From Refunding Bond Issue	945,000			-	-
Less Non-Cash Developer Contributions	(290,385)			-	-
Less Principal on Debt	(2,394,886)			(1,521,800)	(1,514,200)
Less Transfers to CIP	(1,715,000)			(520,000)	(482,200)
Change in Balance Sheet Accounts	150,233			-	-
Ending Balance	\$ 1,747,054			\$ 1,589,854	\$ 1,701,854



City of Eau Claire 2016 Adopted Operating Budget

Parking Utility

The Parking Utility provides for the operation and maintenance of the downtown parking ramps, city-owned surface public parking lots and on-street parking meters.

Objectives

- Provide for the daily operation and maintenance of the parking ramps and surface public parking lots.
- Assure the proper operation and repair of the parking meters.
- Collect revenue from the ramps and meters for the cost of providing the parking system.

Outputs

- Collect revenue from 300 parking meters.
- Maintain the parking structures for 539 parking stalls at a cost of \$200 per stall or less.

Parking Utility
Authorized Full-Time
 Skilled Worker I

	2014	2015	2016
	1	1	0
Total FTE Positions	1	1	0



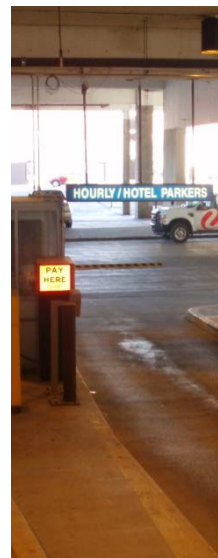


City of Eau Claire 2016 Adopted Operating Budget

Parking Utility Cont.

PARKING UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Fines & Forfeits	\$ 36	\$ -	\$ 144	\$ -	\$ -
Charges For Services	166,299	192,000	86,575	192,000	298,900
Other Financing Sources	30,977	-	90	-	-
Total Revenues & Other Financing Sources:	197,312	192,000	86,809	192,000	298,900
Expenditures & Other Financing Uses:					
Personal Services	66,727	62,300	18,083	62,300	61,500
Contractual Services	137,419	48,900	36,783	48,900	71,500
Utilities	62,525	66,800	31,331	66,800	95,000
Fixed Charges	9,220	9,600	4,050	9,600	10,600
Materials & Supplies	21,660	4,400	1,899	4,400	11,300
Non Operating Proprietary	-	-	-	-	3,400
Other Financing Uses	-	-	-	-	45,600
Total Expenditures & Other Financing Uses:	297,551	192,000	92,146	192,000	298,900
Excess (Deficiency) of Funding Sources over Uses	\$ (100,239)	\$ -	\$ (5,337)	\$ -	\$ -
Working Capital:					
Beginning Balance:	\$ 9,610			\$ 2,500	\$ 2,500
Changes in Working Capital:					
From Operations	(100,239)			-	-
Less Transfer to CIP	45,600			-	-
Non Cash Revenues & Expenses - Net	47,529			-	-
Ending Balance	\$ 2,500			\$ 2,500	\$ 2,500





City of Eau Claire 2016 Adopted Operating Budget

Public Transit

The Public Transit Fund provides for the fixed-route bus system and associated public transportation under the direction of the Eau Claire Transit Commission. The Transit Commission is responsible for establishing and monitoring a comprehensive and unified transportation system to the community. The fund is divided into various accounts including bus operations, shop operations and administration.

Objectives

- Operate a public transportation system to provide an economical, safe, comfortable, and equitable transportation option.
- Provide specialized transportation (paratransit) services to citizens who are not able to use regular bus service.
- Maintain and staff the shop with skilled mechanics to adequately maintain all transit vehicles.
- Operate the system in accordance with the Federal Transit Administration and Wisconsin Department of Transportation regulations to ensure receipt of state and federal funding.
- Provide bus service under cooperative and negotiated agreement contracts.

Outputs

- Operate 15 regular bus routes originating and terminating at the Downtown Transfer Center.
- Provide over 1 million rides per year.
- Meet or exceed the average of 6 performance indicators for mid-size bus operations in Wisconsin.

Public Transit Authorized Full-Time	2014	2015	2016
Transit Manager	1.0	1.0	1.0
Equipment Maintenance Supervisor	1.0	1.0	1.0
Driver Supervisor	2.5	2.5	2.5
Clerical Technician	0.0	0.0	0.0
Account Clerk I	1.0	1.0	1.0
Bus Mechanic I, II, III	2.0	2.0	2.0
Bus Operator	25.0	25.0	25.0
Combination Service Worker	2.5	2.5	2.5
Part-Time Operator	3.0	3.0	3.0
Total FTE Positions	<u>38.0</u>	<u>38.0</u>	<u>38.0</u>

Performance Measures					
Performance Measures	2010	2011	2012	2013	2014
Operating expense per passenger	\$3.78	\$3.25	\$3.62	\$3.78	\$4.22
Operating expense per revenue hour	\$75.50	\$76.79	\$80.81	\$77.80	\$85.01
Passenger per revenue hour	20.00	23.62	22.35	20.56	20.14
Passenger per capita	13.30	16.60	15.52	13.54	12.99
Revenue hours per capita	0.70	0.70	0.69	0.66	0.65
Passenger revenue per passenger	\$0.79	\$0.86	\$0.94	\$0.72	\$0.76
Passenger revenue to operating cost	21%	27%	26%	19%	18%



City of Eau Claire 2016 Adopted Operating Budget

Public Transit Cont.

PUBLIC TRANSIT
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Intergovernmental Revenue	\$ 47,009	\$ -	\$ -	\$ -	\$ -
Fines & Forfeits	(20)	-	72	-	-
Charges For Services	954,623	1,021,500	552,457	1,021,500	1,024,400
Miscellaneous	48,126	44,000	28,507	44,000	39,000
Non-Operating Revenue	3,710,714	3,407,700	472,676	3,407,700	3,411,900
Other Financing Sources	725,754	1,106,000	-	1,106,000	1,128,300
Total Revenues & Other Financing Sources:	5,486,206	5,579,200	1,053,712	5,579,200	5,603,600
Expenditures & Other Financing Uses:					
Personal Services	2,902,090	2,931,000	1,209,724	2,931,000	2,797,400
Contractual Services	1,733,597	1,713,000	838,792	1,717,700	1,809,600
Utilities	8,796	11,400	4,970	11,400	11,700
Fixed Charges	149,564	170,900	62,801	170,900	184,300
Materials & Supplies	754,913	752,900	333,111	748,200	800,600
Contributions & Other Payments	21,711	-	-	-	-
Non Operating Proprietary	-	-	-	-	-
Total Expenditures & Other Financing Uses:	5,570,671	5,579,200	2,449,398	5,579,200	5,603,600
Excess (Deficiency) of Funding Sources over Uses	\$ (84,465)	\$ -	\$ (1,395,686)	\$ -	\$ -
Working Capital:					
Beginning Balance	\$ 32,961			\$ 30,000	\$ 30,000
Changes in Working Capital:					
From Operations	(84,465)			-	-
Less Principal Payments	-			-	-
Non Cash Revenues & Expenses - Net	81,504			-	-
Ending Balance	\$ 30,000			\$ 30,000	\$ 30,000





City of Eau Claire 2016 Adopted Operating Budget

Hobbs Municipal Ice Center

Hobbs Municipal Ice Center is located at 915 Menomonie Street and has been open to the public since 1975. It is the home rink of Eau Claire North and Memorial High Schools, the University of Wisconsin – Eau Claire (UWEC) varsity men’s and women’s hockey teams, Eau Claire Youth Hockey Club, Eau Claire Figure Skating Club and the City of Eau Claire Parks and Recreations skating programs. All of these organizations participate in the Hobbs Ice Center consortium, providing input on future planning for the facility.

Hobbs Municipal Ice Center completed a major renovation project in 2009 valued at \$5,600,000 and a dehumidification project in 2010 valued at \$400,000. The facilities include two indoor artificial ice rinks (both the size of National Hockey League (NHL) rinks), one artificial ice rink 80% of the size of NHL rinks, a concession stand, a club viewing area, UWEC locker rooms and coaches’ offices, four rentable offices, two meeting rooms, four additional locker rooms, 10 changing rooms and the Parks and Recreation administrative offices.

Objectives

- Provide high quality, affordable ice time for community residents.
- Provide ice time for organized stakeholders of the facility including schools, youth hockey, public open skate and figure skating organizations.
- Provide adequate locker rooms, concessions and spectator seating opportunities.

Outputs

- Provide ice time for games, practices, training and tournaments.
- Implement use agreements and financial billing/collection systems.
- Increase hourly ice rental rates to minimize the financial subsidy by community taxpayers.
- Generate revenues through ice rentals, sponsorships, advertising, and dry floor event sales.
- Offer dry floor training facilities for major user groups.

Hobbs Municipal Ice Center Authorized Full-Time	2014	2015	2016
Program Supervisor	1	1	1
Assistant Rink Manager	1	1	1
Total FTE Positions	<u>2</u>	<u>2</u>	<u>2</u>

Hours Rented	2010	2011	2012	2013	2014
O'Brien Rink	1,727	1,831	1,716	1,703	1,879
Akervik Rink	1,433	1,648	1,691	2,218	2,177
Hughes Rink	1,179	1,100	1,292	1,387	1,569
Room Rentals	281	269	272	210	1,569
Dry Floor Rentals (Hours)	1,052	907	1,186	1,271	1,389
Total Hours Utilized	5,672	5,755	6,157	6,789	8,583

Open Skate Attendance	2010	2011	2012	2013	2014
Total Paid Attendance	5,446	8,136	8,674	7,026	8,854



City of Eau Claire 2016 Adopted Operating Budget

Hobbs Municipal Ice Center Cont.

HOBBS MUNICIPAL ICE CENTER
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 721,323	\$ 741,400	\$ 366,589	\$ 741,400	\$ 769,300
Miscellaneous	45,533	66,600	35,328	66,600	51,300
Other Financing Sources	228,035	146,700	65,000	146,700	165,800
Total Revenues & Other Financing Sources:	994,891	954,700	466,917	954,700	986,400
Expenditures & Other Financing Uses:					
Personal Services	229,154	211,100	113,885	211,100	219,300
Contractual Services	74,426	81,000	49,620	81,000	93,000
Utilities	286,211	283,300	130,463	283,300	293,200
Fixed Charges	9,336	10,100	5,292	10,100	11,100
Materials & Supplies	57,120	60,100	35,132	60,100	61,800
Non Operating Proprietary	136,668	104,100	52,033	104,100	98,000
Total Expenditures & Other Financing Uses:	792,915	749,700	386,425	749,700	776,400
Excess (Deficiency) of Funding Sources over Uses	\$ 201,976	\$ 205,000	\$ 80,492	\$ 205,000	\$ 210,000
Working Capital:					
Beginning Balance	\$ -			\$ -	\$ -
Changes in Working Capital:					
From Operations	201,976			205,000	210,000
Payment on Advances	(200,000)			(205,000)	(210,000)
Non Cash Revenues & Expenses - Net	(1,976)			-	-
Change in Balance Sheet Accounts				-	-
Ending Balance	\$ -			\$ -	\$ -



City of Eau Claire 2016 Adopted Operating Budget

Fairfax Municipal Pool

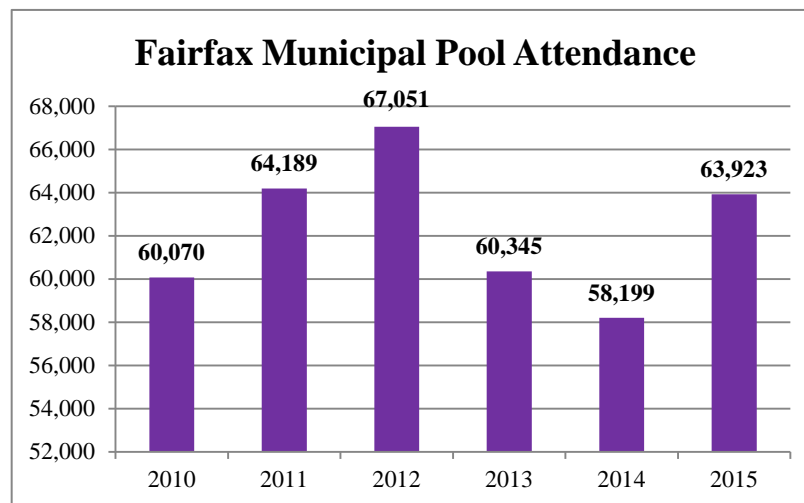
Fairfax Pool includes a 450,000-gallon main pool and a 150,000-gallon diving well, which were constructed in 1991. Features include a bathhouse, concessions stand, diving boards, zero depth play feature, water slide, playground equipment, picnic pavilion, shaded deck area, zero depth area and a 50-meter 8-lane competitive pool. In the fall of 2012 a new mechanical building was completed with new high rate sand filters, pumps, VFO's and pool heaters. In the spring of 2013 a new sundeck, family changing rooms and water basketball hoops were added.

Objectives

- Provide clean, safe and supervised swimming opportunities for the community.
- Provide low cost access to the pool, including daily and seasonal admissions as well as scholarship opportunities for low-income families.

Outputs

- Increase the number of interactive amenities for patrons.
- Provide daily hours for public swimming opportunities during the summer months.
- Provide opportunities for public rental of the pool facility.
- Offer competitive swimming opportunities through an agreement with the YMCA.
- Promote aquatic safety education opportunities for area youth.



	2010	2011	2012	2013	2014
Season Pass Sales	864	843	883	880	2,220*
Scholarships	53	55	67	87	369*
Pavilion Rentals	35	44	41	45	48
Transportation Attendance	3,350	3,490	3,856	3,517	3,831

*2014 season pass numbers reflect total number of pass holders. Previous years counted one family as one pass.



City of Eau Claire 2016 Adopted Operating Budget

Fairfax Municipal Pool Cont.

FAIRFAX MUNICIPAL POOL
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Fines and Forfeits	\$ 72	\$ -	\$ -	\$ -	\$ -
Charges For Services	253,978	254,200	127,580	254,200	254,900
Miscellaneous	6,750	7,200	6,355	7,200	9,700
Other Financing Sources	60,364	84,700	-	84,700	88,700
Total Revenues & Other Financing Sources:	321,164	346,100	133,935	346,100	353,300
Expenditures & Other Financing Uses:					
Personal Services	185,313	206,800	46,589	206,800	203,000
Contractual Services	27,033	29,400	11,738	29,400	29,500
Utilities	53,304	45,200	15,699	45,200	52,400
Fixed Charges	6,956	6,800	5,023	6,800	7,100
Materials & Supplies	53,041	57,900	42,889	57,900	61,300
Contributions & Other Payments	852	-	879	-	-
Total Expenditures & Other Financing Uses:	326,499	346,100	122,817	346,100	353,300
Excess (Deficiency) of Funding Sources over Uses	\$ (5,335)	\$ -	\$ 11,118	\$ -	\$ -
Working Capital:					
Beginning Balance	\$ 5,335			\$ -	\$ -
Changes in Working Capital:					
From Operations	(5,335)			-	-
Ending Balance	\$ -			\$ -	\$ -

City of Eau Claire, Wisconsin
**2016 Adopted
Operating Budget**
Adopted November 10, 2015



Internal Service Funds

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City of Eau Claire 2016 Adopted Operating Budget

Risk Management

The Risk Management Fund was formed in 1988 to stabilize the City’s insurance and risk management related costs. Premiums previously paid to insurance companies were placed in the fund. Revenues are derived from internal service charges for insurance coverage including liability issues, property damage, worker’s compensation and the health insurance deductible. Coverage for catastrophic losses was purchased through “pooled” insurance companies formed with other Wisconsin municipalities and traditional coverage. Smaller, predictable losses are self-insured. The resulting savings have allowed the General Fund and other departments to enjoy stable or declining insurance rates for the past 25 years. Risk Management handles all claims and related matters for the City of Eau Claire and L.E. Phillips Memorial Library. Certain coverage is also provided for the City-County Health Department and Housing Authority.

Objectives

- Safeguard the financial security of the City by protecting its human, financial, and property assets from losses.
- Protect the financial assets of the City and provide stable funding for losses.

Outputs

- Risk Management events (see graph to right).
- Stable charges to other funds and departments (see below).

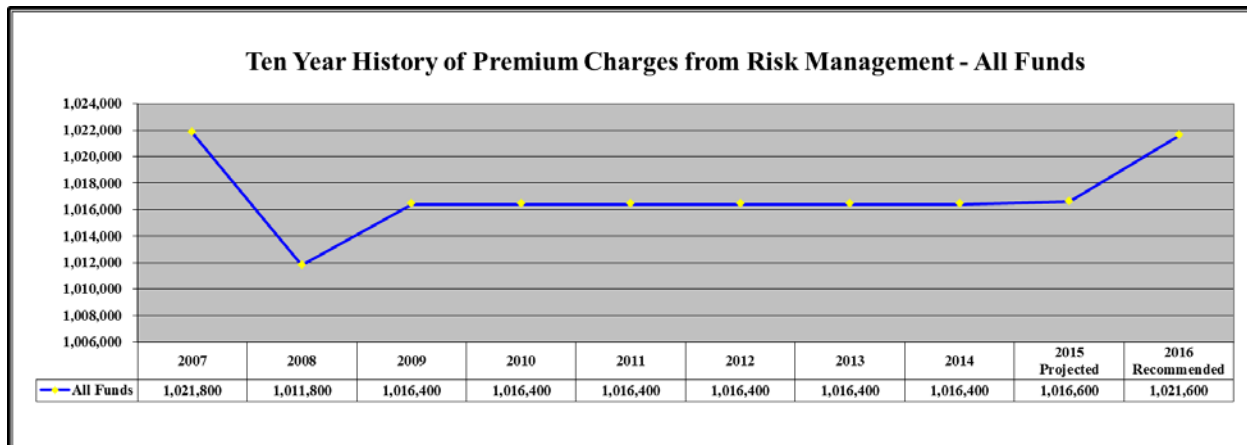


Risk Management Authorized Full-Time

Risk Manager

Total FTE Positions

	2014	2015	2016
Risk Manager	1	1	1
Total FTE Positions	1	1	1



Notes: Premium charge to Transit decreased by \$10,000 in 2008 and is Adopted for an increase of \$5,000 in 2016.
 Premium charge to Housing Authority increased by \$4,600 in 2009 and increased by \$200 in 2015.



City of Eau Claire 2016 Adopted Operating Budget

Risk Management Cont.

RISK MANAGEMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Charges For Services - Intragovernmental	\$ 1,752,668	\$ 1,717,400	\$ 853,895	\$ 1,717,400	\$ 1,740,300
Other Operating Revenue	43,040	70,000	60,526	70,000	70,000
Miscellaneous	120,029	133,000	19,397	133,000	116,600
Total Revenues & Other Financing Sources:	1,915,737	1,920,400	933,818	1,920,400	1,926,900
Expenditures & Other Financing Uses:					
Personal Services	172,934	163,300	73,933	163,300	146,000
Contractual Services	71,087	43,300	38,474	43,300	89,000
Utilities	209	400	140	400	400
Fixed Charges	2,064,000	2,136,000	1,028,028	2,136,000	2,164,200
Materials & Supplies	2,233	6,200	774	6,200	6,200
Other Financing Uses	200,000	200,000	200,000	200,000	-
Total Expenditures & Other Financing Uses:	2,510,463	2,549,200	1,341,349	2,549,200	2,405,800
Excess (Deficiency) of Funding Sources over Uses	\$ (594,726)	\$ (628,800)	\$ (407,531)	\$ (628,800)	\$ (478,900)
Working Capital:					
Beginning Balance	\$ 7,397,789			\$ 7,010,193	\$ 6,381,393
Changes in Working Capital:					
From Operations	(594,726)			(628,800)	(478,900)
Advance to Other Funds	-			-	(225,000)
Change in Balance Sheet Accounts	207,130			-	-
Ending Balance	\$ 7,010,193			\$ 6,381,393	\$ 5,677,493



City of Eau Claire 2016 Adopted Operating Budget

Central Equipment

The Central Equipment Fund is responsible for the purchase and maintenance of the approximately 325 pieces of rolling vehicles. The stores are responsible for the inventory of parts to maintain the city fleet. In addition to fleet parts the store also supplies all city divisions with a wide assortment of supplies that include toilet paper, safety items, manhole castings, tools and fuel.

Service Modifications included in the 2016 Operating Budget

- Increase in payroll for wages for part-time custodian.
- Increase in payroll for overtime and benefits for equipment maintenance supervisor, mechanics, and stores employees.

Fleet Vehicles

- 22 Fire department trucks and vehicles
- 51 Police department vehicles
- 67 Parks department trucks and equipment
- 28 Utility Division trucks and equipment
- 120 Street division trucks and equipment

Objectives

- Complete all required services on schedule in order to keep the city fleet moving to provide the citizens of Eau Claire with prompt emergency service.
- Make vehicle and equipment repairs in an efficient and timely manner.
- To provide supplies, tools and materials for the employees to complete assigned project in a cost effective and timely manner.

Outputs

- Supplied 276,870 gallons of diesel fuel for the city fleet in 2014.
- Supplied 134,434 gallons of gasoline for the city fleet in 2014.
- Stocked and maintained 4,300 in stores inventory.
- Two 12,000 gallon diesel storage tanks for city fleet.
- One 12,000 gallon gasoline storage tank for city fleet.

Central Equipment Authorized Full-Time

	2014	2015	2016
Service Technician	1	1	1
Clerical Technician	1	1	1
Mechanic I, III	5	5	5
Stores Clerk	1	2	2
Total FTE Positions	8	9	9



City of Eau Claire 2016 Adopted Operating Budget

Central Equipment Cont.

CENTRAL EQUIPMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 950	\$ -	\$ -	\$ -	\$ -
Charges For Services - Intragovernmental	4,466,658	4,629,000	2,269,879	4,629,000	4,715,100
Miscellaneous	271,066	286,100	140,687	286,100	311,400
Other Financing Sources	-	2,000	6,070	2,000	2,000
Total Revenues & Other Financing Sources:	4,738,674	4,917,100	2,416,636	4,917,100	5,028,500
Expenditures & Other Financing Uses:					
Personal Services	864,635	903,900	399,083	903,900	1,050,900
Contractual Services	397,894	424,900	136,727	425,400	468,800
Utilities	205,890	227,300	105,031	227,300	234,500
Fixed Charges	147,113	159,700	58,444	159,700	159,700
Materials & Supplies	1,702,665	1,568,800	665,565	1,568,300	1,783,900
Non Operating Proprietary	32,901	-	-	-	-
Total Expenditures & Other Financing Uses:	3,351,098	3,284,600	1,364,850	3,284,600	3,697,800
Excess (Deficiency) of Funding Sources over Uses	\$ 1,387,576	\$ 1,632,500	\$ 1,051,786	\$ 1,632,500	\$ 1,330,700
Working Capital:					
Beginning Balance	\$ 4,577,307			\$ 4,325,462	\$ 4,409,862
Changes in Working Capital:					
From Operations	1,387,576			1,632,500	1,330,700
Transfer to CIP	(1,349,000)			(1,317,500)	(1,854,800)
Transfer to CIP-Fire Equipment	(445,000)			(230,600)	(296,300)
Non-cash Revenues & Expenses-net	154,579			-	-
Ending Balance	\$ 4,325,462			\$ 4,409,862	\$ 3,589,462

City of Eau Claire, Wisconsin
**2016 Adopted
Operating Budget**
Adopted November 10, 2015



Component Units

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City of Eau Claire 2016 Adopted Operating Budget

Redevelopment Authority (RDA)

The Eau Claire Redevelopment Authority (RDA), located at 203 S. Farwell Street, is the lead organization in development projects within designated areas of the City of Eau Claire. Created in 1991, the purpose of the RDA includes the elimination and prevention of substandard, deteriorated, slum and blighted areas or properties and encouragement of urban renewal programs. The RDA is governed by a board consisting of seven commissioners and is staffed by an Executive Director.

Major areas of emphasis are the North Barstow Redevelopment Area, Downtown and the Cannery Redevelopment Area.

Objectives

- Downtown Revitalization
- Redevelopment
- Acquisition/Relocation
- Demolition
- Bonding
- Project Management
- Partnering

Outputs – Cannery Redevelopment Area

- The City of Eau Claire purchased the Minnesota Wire and Cable property for \$390,000.
- New redevelopment district created in 2008 consisting of 25 properties (3 residential).
- Potential for a mixed-use development or a large public multi-use facility.
- Two residential properties and one vacant lot acquired in 2009.
- Purchased properties at 28 Maple Street and 10 Maple Street in 2012.
- A vacant lot and two commercial properties were purchased in 2013.
- Purchased the Bartingale Mechanical property in 2013.
- Purchased 38 Maple Street in 2014.
- Two vacant lots and two commercial properties were purchased in 2015.
- Currently in negotiations to purchase other properties.

Outputs – North Barstow Redevelopment Area

- Created in 1995 and includes Downtown TIF District #8.
- The \$500,000 Olsen Livery building was remodeled to house “The Livery a.k.a. Cowtown Saloon.”
- The former Craig Chemical building was renovated into two retail stores and second floor housing.
- \$12 million Royal Credit Union Corporate Headquarters.
- In 2009, Phoenix Parkside LLC completed a mixed-use building with 33 apartments adjacent to the Farmers’ Market Pavilion.
- In 2010, Wisconsin Street Association, LLC at 312 Wisconsin Street completed a mixed-use building adjacent to the Livery with 4,000 square feet of commercial space and 28 apartments.
- In 2011, Wisconsin Street Associates, LLC completed a mixed-use building with 27 loft apartments on Wisconsin Street.
- In 2012, Riverfront Terrace LLC finished construction and opened its 51 residential units located at 211 and 231 Wisconsin Street.
- In 2013, Riverfront Terrace broke ground on a \$5 million, 58 unit apartment building at 223 Riverfront Terrace.
- In 2013, purchased 126 North Barstow Street (Post Office).
- In 2014, worked with JAMF Software and Royal Credit Union – Ramp and temporary parking.
- In 2014, worked with the U.S. Postal Service to find a new downtown location.
- In 2014, JAMF Software moved into its new four story, 65,000 square foot building.
- In 2015, broke ground on a new four story parking ramp.



City of Eau Claire 2016 Adopted Operating Budget

REDEVELOPMENT AUTHORITY
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ 65,885	\$ 4,800	\$ 9,213	\$ 4,800	\$ 4,800
Other Financing Source	-	-	1	-	-
Total Revenues & Other Financing Sources:	65,885	4,800	9,214	4,800	4,800
Expenditures & Other Financing Uses:					
Contractual Services	10,267	13,000	3,430	13,000	5,300
Utilities	9,542	1,800	4,481	1,800	10,900
Fixed Charges	917	800	-	800	1,000
Materials & Supplies	56	100	16	100	100
Non Operating Proprietary	543,982	60,000	-	60,000	60,000
Total Expenditures & Other Financing Uses:	564,764	75,700	7,927	75,700	77,300
Excess (Deficiency) of Funding Sources over Uses	\$ (498,879)	\$ (70,900)	\$ 1,287	\$ (70,900)	\$ (72,500)
Working Capital:					
Beginning Balance	\$ 116,647			\$ 164,464	\$ 153,564
Changes in Working Capital:					
From Operations	(498,879)			(70,900)	(72,500)
Developer Installment	60,000			60,000	60,000
Transfer to CIP	-			-	(75,000)
Non-cash Revenue & Expense-Net	486,696			-	-
Ending Balance	\$ 164,464			\$ 153,564	\$ 66,064



City of Eau Claire 2016 Adopted Operating Budget

South Barstow Business Improvement District

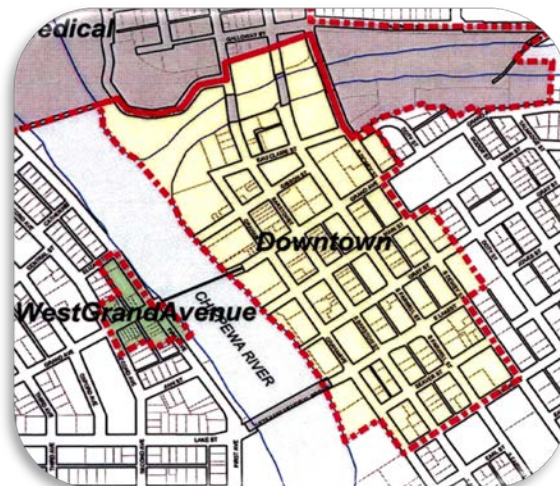
The South Barstow (formerly Downtown) Business Improvement District (BID) was created in 1984 to allow business and property owners to develop, manage, and promote downtown Eau Claire and to establish an assessment method to fund these activities. The district has been in existence for 30 years. A 15-member board guides the district.

Objectives

- Encourage and promote the development and vitality of the downtown area.
- Encourage convenient access to downtown via highways, urban traffic, pedestrian arterials and public transit.
- Promote an efficient system of public and private parking in the downtown area.
- Ensure that future downtown development achieves a high standard of environmental quality and urban design.
- Encourage appropriate government agencies to locate in downtown.
- Promote downtown as an employment center with a proper mix of office, retail, financial, health and professional services.
- Actively market downtown as an attractive setting for conventions, community activities and events.

Outputs

- Support and coordinate with Downtown Eau Claire Inc. (DECI).
- Fund the banner program throughout downtown Eau Claire.
- Enhance the downtown area with summer flowers and winter greens in planters and hanging baskets.
- Fund pedestrian amenities, such as benches, kiosks, and music and pedestrian shelters.
- Fund trash collection from on-street receptacles.
- Host downtown events such as Summerfest and the International Fall Festival.
- First month "Rental Assistance Program" for new businesses.





City of Eau Claire 2016 Adopted Operating Budget



SOUTH BARSTOW BID #1 Budget Summary Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Miscellaneous	210	300	57	300	300
Total Revenues & Other Financing Sources:	<u>80,210</u>	<u>80,300</u>	<u>80,057</u>	<u>80,300</u>	<u>80,300</u>
Expenditures & Other Financing Uses:					
Contractual Services	23,972	17,000	15,177	17,000	21,500
Utilities	13,949	17,000	5,621	17,000	17,000
Fixed Charges	360	400	-	400	400
Materials & Supplies	12,632	18,600	8,764	18,600	14,100
Contributions & Other Payments	31,000	31,000	15,500	31,000	31,000
Other Financing Uses	-	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>81,913</u>	<u>84,000</u>	<u>45,062</u>	<u>84,000</u>	<u>84,000</u>
Excess (Deficiency) of Funding Sources over Uses	\$ (1,703)	\$ (3,700)	\$ 34,995	\$ (3,700)	\$ (3,700)
Available Fund Balance:					
Restricted					
South Barstow Bid	18,349			\$ 14,649	\$ 10,949
Ending Balance	\$ 18,349			\$ 14,649	\$ 10,949



City of Eau Claire 2016 Adopted Operating Budget

West Grand Business Improvement District

The West Grand Avenue Business District was created in 1987 to allow business and property owners in the West Grand Avenue business community to develop, manage and promote their business district and to establish an assessment method to fund these activities. The West Grand Avenue BID comprises the commercial area on the west bank of the Chippewa River from First Avenue to Second Avenue. A 5-member board guides the district.

Objectives

- Maintain convenient access to West Grand Avenue and First Avenue via existing urban traffic, pedestrian arterials, and public transit.
- Encourage and promote the development and vitality of the district.
- Promote an efficient system of public and private parking.
- Actively market the district as an attractive, desirable place to live, work, shop and be entertained.
- Ensure that future development achieves a high standard of environmental quality and urban design.
- Work in harmony with other business districts, government agencies and neighborhood associations on the west side.

Outputs

- Maintain pedestrian level lighting and amenities within the district and along First Avenue south to Lake Street.
- Enhance the district with flower planters, flags and holiday season decorations within the district.
- Promote a zero-interest loan program for commercial properties within the district for façade improvements.
- Support promotional activities for the district, Lakeshore Elementary School and local groups.





City of Eau Claire 2016 Adopted Operating Budget

*WEST GRAND BID #2
Budget Summary
Revenues & Expenditures*

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Miscellaneous	60	100	16	100	100
Non-Operating Revenue	2,222	3,100	1,528	3,100	3,100
Total Revenues & Other Financing Sources:	<u>17,282</u>	<u>18,200</u>	<u>16,544</u>	<u>18,200</u>	<u>18,200</u>
Expenditures & Other Financing Uses:					
Contractual Services	10,663	13,800	7,206	13,800	13,500
Fixed Charges	257	-	-	-	300
Contributions & Other Payments	1,200	1,200	600	1,200	1,200
Capital Purchases	5,000	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>17,120</u>	<u>15,000</u>	<u>7,806</u>	<u>15,000</u>	<u>15,000</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ 162</u>	<u>\$ 3,200</u>	<u>\$ 8,738</u>	<u>\$ 3,200</u>	<u>\$ 3,200</u>
Available Fund Balance:					
Restricted					
West Grand BID	\$ 6,859			\$ 10,059	\$ 13,259
Ending Balance	<u>\$ 6,859</u>			<u>\$ 10,059</u>	<u>\$ 13,259</u>



City of Eau Claire 2016 Adopted Operating Budget

Water Street Business Improvement District

The Water Street Business Improvement District was formed in 1990 to allow business and property owners in the Water Street business community to develop, manage and promote their business district and to establish an assessment method to fund these activities. The Water Street BID stretches along both sides of Water Street from the Chippewa River west to Seventh Avenue. An 11-member board guides the district.

Objectives

- Promote the district as a complete neighborhood/community shopping and service area with a pleasant pedestrian atmosphere.
- Encourage and promote the development and vitality of the district.
- Promote an efficient system of public and private parking.
- Market Water Street as an attractive, desirable place to live, work, shop and be entertained.
- Promote development, which achieves a high standard of environmental quality and urban design.
- Promote improvements to the riverfront as a resource, which benefits Water Street and the community.
- Promote the physical rehabilitation of the district that incorporates elements of its history, contemporary design and environmental aesthetics.
- Encourage activities that promote Water Street as a destination for visitors.

Outputs

- Support and coordinate with Downtown Eau Claire Inc. (DECI).
- Purchase, install and maintain monument signs on Water Street.
- Provide trash containers, trash collection and public amenities such as benches.
- Support merchant association activities such as the annual Doll and Pet Parade, street festivals and holiday promotions.
- Provide holiday decorations on the street.
- Publish and distribute a merchant directory.





City of Eau Claire 2016 Adopted Operating Budget

WATER STREET BID #3
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
Miscellaneous	190	100	2,216	100	-
Total Revenues & Other Financing Sources:	11,190	11,100	13,216	11,100	11,000
Expenditures & Other Financing Uses:					
Contractual Services	11,813	42,400	5,179	13,900	6,400
Fixed Charges	264	300	305	300	300
Materials & Supplies	-	1,600	-	1,600	1,600
Contributions & Other Payments	2,700	2,700	1,350	2,700	2,700
Other Financing Uses	30,900	-	-	-	-
Total Expenditures & Other Financing Uses:	45,677	47,000	6,834	18,500	11,000
Excess (Deficiency) of Funding Sources over Uses	\$ (34,487)	\$ (35,900)	\$ 6,382	\$ (7,400)	\$ -
Available Fund Balance:					
Restricted					
Water Street BID	\$ 10,294			\$ 2,894	\$ 2,894
Ending Balance	\$ 10,294			\$ 2,894	\$ 2,894



City of Eau Claire 2016 Adopted Operating Budget

North Barstow/Medical Business District

The North Barstow/Medical Business Improvement District was formed in 2005 to allow business and property owners in the North Barstow and Medical district of downtown to develop, manage and promote their respective district and to establish an assessment method to fund these activities. This district extends from North Farwell Street west to include the Mayo Clinic Health System Eau Claire Hospital-Luther Campus. An 11-member board guides the district.

Objectives

- Encourage property owners to make improvements to their properties.
- Promote and encourage the creation of distinctive and visually appealing entryways to downtown via Cameron, Madison, and Galloway Streets.
- Ensure and promote the feeling of safety in the area.
- Provide for and encourage the cleanup and maintenance of the riverbanks.
- Enhance the beautification and cleanup of this area of downtown to make it attractive to visitors.
- Encourage the maintenance and upgrade of streets and parking areas in the district.
- Provide and encourage development of housing, entertainment, cultural and civic activities and facilities downtown, including Phoenix Parkside.
- Promote this part of downtown as an attractive, desirable place to live, work, shop and be entertained.

Outputs

- Support and coordinate with Downtown Eau Claire Inc. (DECI).
- Coordination and planning for planters and flowers in the district.
- Promote a zero interest loan program for façade improvements within the district.





City of Eau Claire 2016 Adopted Operating Budget

NORTH BARSTOW BID #4
Budget Summary
Revenues & Expenditures

Operating Budget	2014 Actual	2015 Adopted	2015 6 Month Actual	2015 Projection	2016 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 44,000	\$ 44,000	\$ 44,000	\$ 44,000	\$ 44,000
Miscellaneous	870	900	192	900	900
Total Revenues & Other Financing Sources:	<u>44,870</u>	<u>44,900</u>	<u>44,192</u>	<u>44,900</u>	<u>44,900</u>
Expenditures & Other Financing Uses:					
Contractual Services	22,210	27,600	12,265	27,600	27,600
Fixed Charges	-	400	-	400	400
Materials & Supplies	-	1,000	-	1,000	1,000
Contributions & Other Payments	7,500	15,000	7,500	15,000	15,000
Other Financing Uses	-	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>29,710</u>	<u>44,000</u>	<u>19,765</u>	<u>44,000</u>	<u>44,000</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ 15,160</u>	<u>\$ 900</u>	<u>\$ 24,427</u>	<u>\$ 900</u>	<u>\$ 900</u>
Available Fund Balance:					
Restricted					
North Barstow BID	\$ 201,285			\$ 202,185	\$ 203,085
Ending Balance	<u>\$ 201,285</u>			<u>\$ 202,185</u>	<u>\$ 203,085</u>

City of Eau Claire, Wisconsin

2016 Adopted Operating Budget

Adopted November 10, 2015



Adopted Capital Improvement Plan

Adopted August 25, 2015

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CIP Fund Details

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City of Eau Claire 2016 Adopted Capital Improvement Plan

Adopted August 25, 2015

Appropriated November 10, 2015



Funding Summary

Beginning Balance	\$ 5,476,300
Water Operating Income	3,130,000
Sewer Operating Income	260,800
Storm Water Operating Income	482,200
Central Equip. Operating Income	1,854,800
Central Equip. Fire Reserves	296,300
Library Operating Income	156,500
RDA Operating Income	75,000
Transfer from General Fund	1,913,300
Transfer from Community Enhanc.	441,700
Transfer from Economic Development	350,000
Transfer from Other Funds	225,000
General Obligation Bonds	13,285,000
Special Assessment Notes	1,600,000
TIF Bonds	9,915,000
Advance from General Fund	274,000
Federal Aid	1,148,000
State Aid	260,000
Net Tax Increment & Interest	1,243,400
Other	497,600
Total Funding	\$ 42,884,900

Project Summary

Water Utility	\$ 3,130,000
Sewer Utility	2,021,400
Storm Water Improvements	1,422,500
Parking Utility	328,000
Public Transit	1,445,000
Hobbs Municipal Ice Center	310,000
Fairfax Municipal Pool	140,000
Central Equipment	3,801,900
Environmental Improvements	95,000
Land, Buildings, & Equipment	7,583,500
Street Improvements	8,884,100
Bridge Improvements	975,000
Parks & Recreation Improvements	769,000
TID #8 - Downtown Redev. Area	2,899,500
TID #9 - Gateway NW Park Overlay	1,474,100
TID #10 - Confluence Project	3,768,400
TID #11 - Downtown	3,557,000
Library Improvements	175,100
Redevelopment Authority	425,000
Total Projects	\$ 43,204,500



City of Eau Claire 2016 Adopted Capital Improvement Plan

Adopted August 25, 2015

Appropriated November 10, 2015

Fund 402 - Water Utility

Revenue

Water Operating Income	\$ 3,130,000
Total Revenue	3,130,000

Expenses

City-Wide Main Repl./Extension	1,900,000
Hydrant/Main Valve Replacement	100,000
Replace & Repair Laterals	100,000
Meter Replacements	450,000
Water Treatment Plant Repairs	100,000
Well Reconditioning	225,000
Building for Well #6	175,000
Water Fill Station	60,000
Meter Reader Replacements	20,000
Total Expenses	\$ 3,130,000

Fund 404 - Sewer Utility

Revenue

Beginning Balance	\$ 1,760,600
Sewer Operating Income	260,800
Total Revenue	2,021,400

Expenses

City-Wide Main Replacement/Ext.	1,350,000
Wastewater Treatment Plant Repairs	100,000
Sanitary Sewer Lining (CIPP)	50,000
Hewitt Lift Station Replacement	328,000
Generator Replacement	117,000
Mechanical Upgrades to Lift Stations	65,000
Solids Microwave Analyzer	11,400
Total Expenses	\$ 2,021,400

Fund 405 - Storm Water

Revenue

Beginning Balance	\$ 40,300
Storm Water Operating Income	482,200
General Obligation Bonds	900,000
Total Revenue	1,422,500

Expenses

City-Wide Storm Water	1,400,000
Bond Issue Costs	22,500
Total Expenses	\$ 1,422,500

Fund 406 - Parking Utility

Revenue

Beginning Balance	\$ 20,800
Transfer from General Fund	57,200
General Obligation Bonds	250,000
Total Revenue	328,000

Expenses

Gibson Street Ramp Repairs	251,000
Riverside Parking Deck Repairs	52,000
Parking Meter Replacement	25,000
Total Expenses	\$ 328,000

Fund 408 - Transit

Revenue

Transfer from General Fund	\$ 23,000
Federal Aid	1,148,000
Advance from General Fund	274,000
Total Revenue	1,445,000

Expenses

Bus Replacement (4) 35-foot	870,000
Transfer Center Building	500,000
ADA Automated Annunciator	65,000
Coin Sorter & Counter	10,000
Total Expenses	\$ 1,445,000

Fund 410 - Hobbs

Revenue

Beginning Balance	\$ 1,100
Transfer from Community Enhanc.	308,900
Total Revenue	310,000

Expenses

NAHL Addition-Junior Hockey Team	250,000
Akervik Floor Replacement	15,000
Club Viewing Room Flooring	25,000
Akervik & Hughes Scoreboard Repl.	20,000
Total Expenses	\$ 310,000



City of Eau Claire 2016 Adopted Capital Improvement Plan

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Fund 412 - Fairfax Pool

Revenue

Beginning Balance	\$ 7,200
Transfer from Community Enhanc.	132,800
Total Revenue	140,000

Expenses

Pool Painting & Diving Board Resur.	90,000
Shade Features	50,000
Total Expenses	\$ 140,000

Fund 430 - Environmental Improv.

Revenue

Beginning Balance	\$ 95,000
Total Revenue	95,000

Expenses

City-Owned Landfills	75,000
Environmental Projects	20,000
Total Expenses	\$ 95,000

Fund 422 - Central Equipment

Revenue

Beginning Balance	\$ 1,650,800
Central Equip. Operating Income	1,854,800
Central Equip. Fire Reserves	296,300
Total Revenue	3,801,900

Expenses

Central Equipment Vehicle Replacement	1,705,300
Fire Dept. Vehicle Replacement	296,300
CMF Building Repairs/Remodel	175,000
Police In-Car Video Equip. Repl.	80,000
Squad Cars (5)	88,000
Jeffers Road Park 72" Mower	32,000
Portable Truck Lifts	20,000
Fertilizer Sprayer	11,500
Athletic Field Stripper	10,000
Roof Replacement: Utility Building	730,800
Fire Alarm System	175,000
Joint Repair	120,000
Window Replacement	103,000
Reception/Cafeteria Remodel	60,000
Exterior Lighting	20,000
Expansion of Storage Building	100,000
Relocation of Driveway-Dells Hydro Plant	50,000
Lubricant System Upgrade	25,000
Total Expenses	\$ 3,801,900

Fund 434 - Land, Bldg & Equip.

Revenue

Beginning Balance	\$ 232,600
Transfer from General Fund	1,454,000
General Obligation Bonds	5,745,000
Other	151,900
Total Revenue	7,583,500

Expenses

Land Acquisition Reserve	150,000
Management Information Systems	575,000
Police Body Armor Repl.	77,500
Police Department Equipment Repl.	50,000
Police Regional Forensic Lab Equip.	30,000
Public Building Maintenance	35,000
Fiber Optics Conduit	50,000
Fire Dept. Pumper Truck Repl.	1,000,000
Public Space Cameras	20,000
Police Department RMS Software	500,000
Communication Center CAD Software	200,000
Police Interview Room Video Equip.	39,000
Shooting Range Restroom Upgrade	25,000
Police Handgun & Gunlight Repl.	-
Public Building Repair/Renovation	1,245,000
Fire Station Replacement	3,500,000
Bell Restoration	20,000
Survey Equipment	40,000
Weather Warning Sirens	27,000
Total Expenses	\$ 7,583,500



City of Eau Claire 2016 Adopted Capital Improvement Plan

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Fund 440 - Street Improvements

Revenue

Beginning Balance	\$ 1,030,000
Transfer from General Fund	379,100
General Obligation Bonds	5,415,000
Special Assessment Notes	1,600,000
State Aid	160,000
Other	300,000
Total Revenue	8,884,100

Expenses

Street & Sidewalk Improvement Program	6,249,100
Alley Improvement Program	250,000
Boulevard Tree Replacement Program	150,000
Road Lighting Installation & Upgrade	200,000
Bicycle/Wayfinding Signage Program	25,000
Local Road Improvement Program	320,000
Downtown Riverwalk	600,000
Putnam Street Railroad Quiet Zone	15,000
State Street Reconstruction	25,000
STP: Short Street Reconstruction	300,000
STP: Melby Street Reconstruction	750,000
Total Expenses	\$ 8,884,100

Fund 450 - Park Improvements

Revenue

Beginning Balance	\$ 669,000
State Aid	100,000
Total Revenue	769,000

Expenses

Half Moon Lake: Alum Treatment	100,000
Half Moon Lake: Endothol	90,000
Owen Park Well Pump Refurbish.	56,000
Multipurpose Trail Maintenance	30,000
Playground Equipment Replace. Parts	22,500
Park Structures Maintenance	10,000
Riverview Park Improvements	62,500
Jeffers Road Maint. & Storage Facility	95,000
Gelein Field Fencing & Backstop	50,000
Carson Park Directional Signage	10,000
Owen Park Entrance Signs	45,000
Rod & Gun Road Replacement	40,000
Rod & Gun Maintenance Building	74,000
Fairfax Park Signage	10,000
Ferry Street Basketball Courts	15,000
Lakeshore Park: Fishing Pier	50,000
Soccer Park: South Parking Lot Resurf.	9,000
Total Expenses	\$ 769,000

Fund 444 - Bridge Improvements

Revenue

General Obligation Bonds	\$ 975,000
Total Revenue	975,000

Expenses

Bridge Maintenance Program	350,000
Eddy Street Bridge Replacement	400,000
Dewey Street Redeck	100,000
Galloway Street Railroad Overpass	125,000
Total Expenses	\$ 975,000

Fund 490 - Library

Revenue

Beginning Balance	\$ 18,600
Library Operating Income	\$ 156,500
Total Revenue	175,100

Expenses

Application Software/Server Upgrade	28,000
Audio Visual Equipment	35,900
Security System Replacements	5,200
AHU Valve Upgrades	6,000
Ceiling Replacement & Upgrade	100,000
Total Expenses	\$ 175,100

City of Eau Claire 2016 Adopted Capital Improvement Plan

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Fund 464 - TID #8

Revenue

Beginning Balance	\$ (303,000)
TIF Bonds	1,515,000
Net Tax Increment & Interest	1,222,200
Other	45,700
Total Revenue	2,479,900

Expenses

Debt Service, Admin Charge	1,368,400
Confluence Contribution	1,500,000
Bond Issue Costs	31,100
Total Expenses	\$ 2,899,500

Fund 465 - TID #9

Revenue

Beginning Balance	\$ 249,700
TIF Bonds	1,300,000
Net Tax Increment & Interest	21,200
Total Revenue	1,570,900

Expenses

Construction	1,400,000
Debt Service & Admin Charge	34,100
Marketing & Bond Issue Costs	40,000
Total Expenses	\$ 1,474,100

Fund 466 - TID #10

Revenue

Beginning Balance	\$ 5,000
TIF Bonds	3,540,000
Transfer from Other Funds	225,000
Total Revenue	3,770,000

Expenses

Debt Service & Admin Charge	222,900
Bond Issue Costs	45,500
Confluence Contribution	3,500,000
Total Expenses	\$ 3,768,400

Fund 467 - TID #11

Revenue

Beginning Balance	\$ (1,400)
TIF Bonds	3,560,000
Total Revenue	3,558,600

Expenses

Debt Service & Admin Charge	400
Confluence Contribution	3,500,000
Bond Issue Costs	56,600
Total Expenses	\$ 3,557,000

Fund 495 - RDA

Revenue

RDA Operating Income	\$ 75,000
Transfer from Economic Development	350,000
Total Revenue	425,000

Expenses

Redevelopment District Improvements	425,000
Total Expenses	\$ 425,000

City of Eau Claire, Wisconsin

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Policies

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Budget & Financial Management Policies

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City of Eau Claire 2016 Adopted Operating Budget

Budget & Financial Management Policies

FINANCIAL POLICIES

The City of Eau Claire's financial policies set forth the basic framework for the overall fiscal management of the City. Operating concurrently with changing circumstances and conditions, these policies assist the decision-making process of the City Council. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent longstanding principles, traditions and practices and follow generally accepted accounting principles that have guided the City in the past and have helped maintain financial stability over the last two decades.

OPERATING BUDGET POLICIES

The fiscal year for all funds and departments shall begin January 1 and end December 31, with the exception of Community Development Block Grant and HOME Grant funds, which shall have a fiscal year beginning August 1 and ending July 31.

The Annual Appropriation Resolution adopted by the City Council is intended to appropriate, on a fund-department basis, annual expenditures as identified within the resolution adopting the budget.

The City Manager shall not use his/her authority to reestablish any position, program, or capital item that was specifically deleted from the operating and capital budgets by Council motion.

In order to meet a department's objectives, as stated in the adopted budget document, the City Manager may allow the expenditure level for a program or division to exceed the budget amount provided the department appropriation is not exceeded.

Budget Amendments that increase the budget amount provided to the department, or transfers between departments or funds, must be approved by the City Council and require a 2/3 vote of the entire City Council.

Except as provided below, the spending authority for each operating fund shall lapse at the end of the fiscal years, with the exception of Community Development Block Grant and HOME Grant funds which shall be non-lapsing.

Lapsing Appropriations		Non-Lapsing Appropriations
General Fund	Storm Water Utility	Community Development Block Grant
Capital Project Funds	Parking Utility	Home Grant
Economic Development	Public Transit	
Community Enhancement	Hobbs Municipal Ice Center	
Downtown Partners	Fairfax Municipal Pool	
Cemetery Maintenance	Risk Management	
Hazardous Materials Response	Central Equipment	<i>(Non-lapsing budgets are reviewed annually.)</i>
Public Library	Redevelopment Authority	
City-County Health Department	S. Barstow Business District	
Landfill Remediation	W. Grand Business District	
Debt Service Funds	Water St. Business District	
Water Utility	N. Barstow/Medical Business District	
Sewer Utility		

Under certain circumstances it may be desirable to carry expenditure authority over from one fiscal year to the next. Any such carry-over requests will be considered budget amendments and require a 2/3 vote of the entire City Council.

A contingency account may be budgeted to provide funding for unanticipated expenditures or for financial emergencies. Any funding required in excess of a budgeted contingency account is addressed in the Fund Balance Policy.

Enterprise funds shall be supported by their own rates, fees, and other specified revenue sources, including subsidies from other funds as deemed appropriate by the City Council. Enterprise funds shall pay their proportional share of overhead services provided by General Fund departments. Enterprise fund operating surpluses shall not be used to subsidize other funds.

Sufficient charges shall be levied to operating departments to support activities accounted for in Internal Service Funds (e.g. Risk Management and Central Equipment). If a trend (3-5 years) of reserve drawdowns occurs the City Manager shall develop and implement a financial plan to return the fund to financial sustainability.

Programs contained in the adopted Program of Services shall be implemented. If for unforeseen reasons a program cannot be implemented, the City Manager shall inform the City Council.

The City will maintain a budgetary control system and shall provide to the City Council regular reports comparing actual revenues and expenditures to budgeted amounts.

CAPITAL BUDGET POLICIES

The City Manager shall prepare a recommended Five-Year Capital Improvement Plan (CIP) for review and approval by the City Council on an annual basis.

The process to develop the CIP shall begin early enough in the calendar year so that adoption can occur no later than the second meeting in July. The schedule shall allow sufficient time for review by the City Council.

In developing the CIP, projects should be prioritized such that physical assets are maintained at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.

Projects included in the Capital Budget shall be categorized as either "Recurring" or "Non-recurring". Recurring projects are those where funding is provided on an annual basis, such as City-Wide Street and Sidewalk Improvements, Bituminous Overlay Program, etc.

Following adoption, Year One of the CIP shall be designated as the Capital Budget and included by the City Manager in the recommended Program of Services. Any subsequent changes to the Capital Budget shall require a 2/3 vote of the entire City Council.

The spending authority for each Recurring capital project shall lapse at the end of the fiscal year. No new contracts or purchases will be permitted. With the exception of amounts withheld as retainages, projects shall be closed and no additional expenditures permitted unless a request to carry-over funds has been received, as provided in #8 below.

The spending authority for each Non-recurring capital project shall lapse at the end of three (3) fiscal years. No new contracts or purchases will be permitted. With the exception of amounts withheld as retainages, projects shall be closed and no additional expenditures permitted unless a request to carry-over funds has been received, as provided in #8 below.

Under certain circumstances it may be desirable to extend the expenditure authority for certain Recurring and/or Non-Recurring capital projects. Any such extension requests will be considered budget amendments and require a 2/3 vote of the entire City Council.

Requests to carry-over capital funds shall be submitted to the Finance Director and will be considered by the City Council at their first meeting in April.

The City Manager may authorize the transfer of funds, not to exceed \$50,000, from one capital project to another within the same capital project fund (Water, Sewer, Central Equipment, Street Improvements, Bridge Improvements, etc.). Any transfer of funds in excess of \$50,000, or any transfer of funds between capital project funds, requires the approval of the City Council.

At least semi-annually the Finance Director shall present a report to the City Council on the status of capital projects. Such report shall include, at a minimum, the spending amount authorized, expenditures to date, and remaining balance.



City of Eau Claire 2016 Adopted Operating Budget

REVENUE POLICIES

The City will seek to maintain a diversified and stable revenue system to minimize short-run fluctuations in any one revenue source.

The City will attempt to maximize benefits from major revenue sources as a way of maintaining a stable tax rate.

The City will follow an aggressive policy of collecting revenues.

The City will establish all user charges and fees at a level related to the full cost (operating, direct, and indirect) of providing the service, whenever practical.

The City will review license fees/charges annually to determine if the revenues support the cost of providing the service. Water, Sewer and Storm Water Utilities will be self-supporting through user fees.

- The minimum Water and Sewer Utility rates should be set at a rate which will yield net income which is at least 1.25 times the highest principal and interest payment due. This requirement is in conformance with the mortgage revenue bond requirements.
- Rate adjustments for the Water Utility are submitted to the Public Service Commission and City Council for review and approval.
- Rate adjustments for the Sewer Utility and the Storm Water Utility will be submitted to the City Council for review and approval.

The City shall levy and collect a room tax pursuant to §66.0615 of the Wisconsin Statutes. This tax is collected monthly from all city hotels and motels and is based on the gross room receipts collected. The proceeds from this tax are used to promote convention, tourism, cultural and recreational activities. The room tax rate is proposed to remain at 8% in 2013.

Parks and Recreation administers a variety of adult and youth recreation programs and activities. These fees and charges are reviewed annually by the City Council. The following policy guidelines have been adopted:

- Instructional programs will be offered on a year-round basis.
- Adult instructional fees should cover 100% of the cost of supplies, administration and personnel.
- Youth instructional fees should cover 75% of the cost of supplies, administration and personnel.
- Some programs are offered to the community as a service and are not designed to recover their cost. These programs include playgrounds, outdoor rinks and Par-Te-Rec.

The Recreation division shall charge rental fees for rooms, pool, gym, ball fields and special equipment.



City of Eau Claire 2016 Adopted Operating Budget

RESERVE POLICIES

The City will establish a contingency expenditure appropriation in the annual operating budget to provide for unanticipated expenditures of a non-recurring nature, or to meet unexpected small increases in service delivery costs.

As part of the annual budget process, the Finance Director will estimate the surplus or deficit for the current year and prepare a projection of the yearend fund balance. Such projection will include an analysis of trends in fund balance levels on a historical and future projection basis.

The total unassigned General Fund balance shall be maintained as of December 31 of each year equal to a minimum of 15% of the ensuing year's budgeted General Fund expenditures, with a target of 20%. Included in the unassigned fund balance is a working capital reserve equal to 10% of the ensuing year's General Fund expenditures to provide funds for reasonable cash flow needs.

Withdrawal of any amount of the total unassigned General Fund balance in excess of the 20% target amount, for the sole purpose of reducing the ensuing year's property tax levy, may be made only upon a two-thirds majority vote of the City Council.

Funds in excess of 15% of the minimum unassigned fund balance may be considered to supplement "pay as you go" capital outlay expenditures (including reduction of anticipated debt issues) or to prepay existing debt via cash defeasance as allowable. The decision of how to use these funds will be made by the City Council. Unassigned fund balance shall not be used to support recurring operating expenditures.

The City Council, by a two-thirds vote, can declare a fiscal emergency and withdraw any amount of general fund balances for purposes of addressing the fiscal emergency.

Any time the general fund balance is less than the required minimum of 15%, staff will present a plan to restore the General Fund balance to the minimum balance to the City Council for its approval.

Reserves will be established as required by bond ordinance and by statute for arbitrage requirements.

A cash reserve for Central Equipment "rolling fleet" replacement will be maintained on a replacement cost basis each year. Amounts in excess of the original cost depreciation will be reserved towards the equipment replacement value.



City of Eau Claire 2016 Adopted Operating Budget

INVESTMENT POLICIES

Disbursement, collection and deposit of all funds will be managed to maximize investment opportunity for City funds. The City will manage its investment portfolio with the primary objective of preserving capital in the overall portfolio, maintaining sufficient liquidity to meet all operating requirements and attaining a rate of return commensurate with the City's investment risk constraints. These objectives shall be met in accordance with the City's Investment Policy and prudent investment practices.

Short-Term Funds

- Funds that are required for daily operating needs and that are available for short periods of time are normally held at a local bank through a contractual agreement or at the State of Wisconsin Local Government Investment Pool. The City will maintain at least 10% of its total investment portfolio in instruments maturing in 30 days or less.

Long-Term Funds

- Funds that are available for 30 days or longer may be placed in certificates of deposit with local financial institutions, Treasury Bills and other Federal securities in the State maintained Local Government Investment Pool or any other instrument listed in Wisconsin Statute §66.0603(1m). With the exception of US Treasury securities and authorized pools, no more than 50% of the City's total investment portfolio will be invested in a single security type or with a single financial institution.
- Bank deposits are secured by Federal Depository Insurance Corporation and by the State Deposit Guarantee Fund up to \$650,000. Amounts over \$650,000 are guaranteed by an irrevocable standby letter of credit from the Federal Home Loan Bank (FHLB).

All City funds will be pooled for investments except certain restricted funds that require separate accounts. Interest allocations are made to operating and capital project funds based on monthly cash balances.



City of Eau Claire 2016 Adopted Operating Budget

DEBT POLICIES

Types of Debt

- A. General Obligation Bonds and Promissory Notes. The defining feature of general obligation is the source that secures its repayment: an ad valorem tax levied on all taxable property within the limits of the municipality at the time the general obligation is issued. Chapter 67 of the Wisconsin statutes governs the issuance of various general obligations known as “general obligation” bonds or notes.

General obligation bonds may be issued by a municipality to finance projects as allowed by Wisconsin State Statute that are undertaken for a public purpose. The term of general obligation bonds is limited to 20 years from the original date of issuance.

General obligation promissory notes may be issued for any public purpose. Unlike bonds, the issuance of notes is not limited to projects. Therefore, notes can be issued to fund general and current capital expenses other than those permitted in connection with bonds. The term of notes is limited to ten years from the original date of issuance.

The City of Eau Claire shall limit issuance of bonds and notes exclusively for the acquisition, planning, design, construction, development, extension, enlargement, renovation, rebuilding, repair or improvement of land, waters, property, streets, buildings, equipment or facilities when it can be determined that future citizens will receive a benefit from the improvement(s) and the asset(s) outlive the length of the debt issued. Incidental to the issuance of bonds and notes, a portion of the proceeds can also be used to pay the associated issuance costs and capitalized interest when appropriate. Proceeds from long-term debt shall not be used to fund current operating costs.

- B. State Trust Fund Loans. The Board of Commissioners of Public Lands of the State of Wisconsin has funds available to loan to Wisconsin cities and villages. The Board may loan trust fund money to a city for any project undertaken for a public purpose consistent with the purposes allowed for issuance of general obligation bonds. The term of trust fund loans is limited to 20 years.

State trust fund loans should also be considered when the interest rate offered makes the cost of borrowing less than or comparable to general obligation bonds and notes after considering the cost of issuance.

- C. Revenue Bonds. Revenue bonds may be issued to finance public utilities, economic development projects or other projects allowed by Wisconsin State Statute. Repayment for this type of loan is made from the underlying revenues generated by the project. Revenue obligations have no claim on the taxes or other general revenues of the issuing municipality. Revenue obligations give municipalities the ability to recover the cost of a project from beneficiaries of the project or users of the facility. Chapter 66 of Wisconsin Statutes governs the issuance of revenue obligations.

The City of Eau Claire should limit the use of revenue bonds to capital improvements for its water utility or other such enterprise utilities which may be created, economic development projects, or other projects as allowed by Wisconsin State Statute. Incidental to the issuance of the bonds, a portion of the proceeds can also be used to pay the associated issuance costs, project reserve funds and capitalized interest when appropriate.

- D. Inter-Fund loans. The City may use inter-fund loans (in lieu of borrowing from private parties) to minimize the expense and administrative effort associated with external borrowing. Inter-fund loans will be considered to finance high priority needs on a case-by-case basis. Inter-fund loans shall be repaid with interest at a rate similar to the average cost of borrowing funds from external markets.

- E. Capital Leases. Capital lease financing shall be considered only if verifiable operating savings, when properly discounted, outweigh the lease financing costs. Written justification detailing the explanation of factors considered

including cash flow analysis reviewed by the Finance Director will be submitted and approved before any lease is entered into.

- F. Other Debt Instruments. The City of Eau Claire shall primarily use those types of debt instruments outlined above. Other types of debt instruments can be used as appropriate if their use is necessary or advantageous to the City. If other types of debt instruments are utilized, applicable state and federal guidelines shall be followed. The City will attempt to limit the use of short-term debt to bond anticipation purposes. Proceeds from long-term debt shall not be used to pay for current operating expenses.
- G. Conduit Debt. From time to time, the City may be asked to act as a conduit to the bond market by for-profit or not-for-profit entities to promote economic development or secure quality of life issues. Prior to using the City as a conduit to the bond market, the entity shall provide substantive proof acceptable to the City that no budget appropriation shall be required to pay the debt. The City shall not allow the issuance of such debt on behalf of the entity, if doing so would prevent the City from issuing "bank qualified" debt for its own purposes without compensation from the entity to cover the additional debt service cost.

Debt Limitations.

- A. Maximum amount of indebtedness. Section 67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5 percent of the equalized valuation of the taxable property in the municipality. Although State Statutes allow 5 percent of the equalized valuation, the City has set an internal debt goal, which seeks to remain below 3.5 percent (70% of the maximum amount allowed by the State Statutes).
- B. Net Direct Debt. Net Direct Debt should not exceed three times (3X) the operating revenues of the City.
- C. Asset life shall be longer than the debt issued for its purchase. The City shall consider the useful life of the project assets being financed and the long-range financial and credit objectives when determining the final maturity structure of the debt.
- D. Spend down of borrowed proceeds. All debt taken out will be for shovel-ready projects. Draw down of the funds will be in accordance with IRS rules for general obligation debt whereby 10 percent of the proceeds will be spent within 6 months of the borrowing, 50 percent within 12 months of the borrowing, 75 percent within 18 months of the borrowing, and 100 percent within 24 months of the borrowing. Should this schedule not be met, the balance of the amount borrowed and not spent will be applied to debt service levy. Each general obligation debt will be closely monitored so that it adheres to IRS regulations in respect to arbitrage and spend down rules. Should State Trust Fund be utilized for the issuance of debt, all draw requests must be made within 1 year of receiving the approval of the State Trust Fund to borrow the funds.
- E. The City of Eau Claire shall utilize any debt obligations it has at its disposal to take advantage of the lowest cost of the debt or for another benefit for the City.
- F. The City of Eau Claire will follow a policy of full disclosure on every financial report and bond prospectus.



City of Eau Claire 2016 Adopted Operating Budget

DEBT POLICIES (Continued)

Credit Objectives.

- A. The City of Eau Claire will strive to maintain or improve its current rating with Moody's Investor Services: (Aa1) and Standard and Poor's: (AA). The City will strive to maintain good relations with the rating agency and keep them informed of significant developments that could affect the City's credit rating.
- B. The following objectives will be used to maintain debt service requirements at an affordable level and enhance the credit quality of the City:
 1. The levy for debt service shall be no greater than 25 percent of the total levy, with an effort to maintain the levy at a proportionate, even level for tax rate stabilization.
 2. Debt amortization should be structured so that 65% or more of total direct debt principal is retired in 10 years or less.
- C. Each year, as part of the budget process, the City Council should consider the percentage increase in the tax levy for debt service for the year following the issuance of the debt. Flexibility to fund future expenditures necessary to provide essential City services and economic viability are essential considerations.

Debt Issuance

- A. An analysis will be prepared by City staff for each proposed financing; such analysis will assess the impact of debt issuance on current and future operating and capital budgets and address the reliability of revenues to support debt service payments.
- B. All feasible alternatives (for example, State Trust Fund loans, Clean Water Fund loans, and private placements with local financial institutions) for borrowing funds should be considered by the City depending on the uniqueness of the items or projects being financed by long-term debt.

Method of sale

- A. The City shall issue general obligation debt through a competitive bidding process with the exception of Council authorized negotiated sales. Bids will be awarded on a true interest cost (TIC) basis, providing other bidding requirements are satisfied. In the instance in which staff believes competitive bidding produced unsatisfactory bids, the Council may authorize the Finance Director and its financial advisors to negotiate the sale of the securities.
- B. Negotiated sales of general obligation debt will be considered in circumstances when the complexity of the issue requires specialized expertise (such as advanced refunding or restructuring debt service), when time to complete a sale is critical or when a negotiated sale would result in substantial cost savings. Negotiated sales of debt will also be considered for revenue bonds, bond anticipation notes and leases when the complexity of the project, revenue source for debt service, or security for the debt makes it likely that a negotiated sale would result in a financial advantage to the City.

Refinancing / refunding of debt

- A. Periodic reviews of outstanding debt will be undertaken to determine refinancing or refunding opportunities. Refinancing or refunding opportunities will be considered (within federal tax law constraints) if and when there is a net economic benefit for the refinancing or refunding.
- B. In general, the City may capitalize on a refinancing or a refunding opportunity for economic savings when net present value savings of at least 2 percent of the refinanced / refunded debt can be achieved. Current refinancing or refunding that produce net present values savings of less than 2 percent savings may be considered when there is a compelling public policy or long- range financing policy objective.



City of Eau Claire 2016 Adopted Operating Budget

Disclosure

- A. The City is committed to full and complete financial disclosure, and to cooperate fully with rating agencies, institutional investors, other units of government, and the general public to share clear, comprehensible, and accurate financial information.
- B. The Finance Department will provide continuing disclosure in compliance with continuing disclosure certifications made at the time of each debt issuance, material events that may happen throughout the year and the required annual disclosures set forth by the Municipal Securities Rule Making Board (MSRB) and the Securities and Exchange Commission (SEC).

Bond Counsel, Financial Advisors, and Debt Rating Agencies.

- A. Bond counsel, financial advisors, and debt rating agencies will be selected as necessary according to state statutes and City procurement policies.
- B. The City will utilize the services of a qualified financial advisor for preparing and marketing the City's bond issues and for monitoring its debt and debt service.
- C. The City should strive to maintain a long-term relationship with a financial advisor to allow for continuity and consistency in services provided by the advisor. However, the arrangement between the financial advisor and the City should be examined every three (3) to five (5) years or as deemed necessary by City administrative staff and the City Council.
- D. The City will work with the financial advisor to ensure that long-term debt issues are structured to protect the interest of the City for the present and in the future (for example, the inclusion of call provisions to protect the City against future interest rate fluctuations or other circumstances).



City of Eau Claire 2016 Adopted Operating Budget

SPECIAL ASSESSMENT POLICIES

General Policy

The special assessment policy was adopted by the City Council in 1955. Assessments for the construction and reconstruction of streets and sidewalks as well as the construction of water and sanitary sewer mains and extensions are levied and placed on the tax roll. These assessments are paid in installments over a 10-year period. A 6% per year interest rate is charged on the unpaid balance in years 2-10. Effective January 1, 1998, City Council waived the assessment for *reconstruction* of water and sanitary sewer utilities. Future reconstructions for water and sewer will be paid for by the utilities.

If a property with outstanding special assessments is sold, the assessments become due and payable in full at the time of sale and may not be assumed by the purchaser. All improvements are guaranteed for a set number of years. In the event an improvement does not last the entire estimated period, a pro rata credit adjustment will be made for the remaining life of the improvement.

In 1990, the City Council amended the policy to allow a 20-year payback at a 6% interest for hardship situations. In some situations, where the payment of the special assessments would result in extreme financial hardship, Council may authorize deferment of the assessments. In this situation, the City places a lien on the property for the amount of deferred assessments. This lien accumulates interest at 6% per year. If the financial condition of the property owner changes to enable them to make payment, the assessment plus accumulated interest can be placed on the tax roll and paid over a 10 or 20-year period. If the property is sold, the lien plus accumulated interest becomes due and payable in full at the time of sale.

Special Assessments Levied Over Ten Years

Street improvement construction includes construction of bituminous and concrete pavement, concrete curb and gutter, and sidewalk and boulevard restoration. The assessment rate for the street improvement category is based on the prior year average cost to construct a typical street, including engineering and inspection costs.

Estimated life of street construction components is 30 years for bituminous pavement, 40 years for concrete paving, 30 years for concrete curb and gutter and 10 years for sidewalks.

Assessment rates for new water and sewer mains are based on the prior year cost to construct an 8" main, including engineering and inspection costs.

The assessment for whiteway lighting construction is based on construction cost. Non-residential properties pay two-thirds of cost and the City pays the remaining one-third.

Special Assessments Levied Over Five Years

- A. Diseased tree removal.

Special Assessments Due in Year Assessed

- A. Assessments less than \$100.
- B. Assessments for current services such as snow removal, weed cutting, etc.
- C. Whiteway lighting operation and maintenance assessments are based on the total cost of operating and maintaining the system and are assessed in full to non-residential properties.

Improvements Not Assessed

- A. Reconstruction of water and sewer utilities, with the exception of service level upgrades, such as replacing a 4" lateral with a 6" lateral.
- B. Storm sewer - the total cost is paid by the Storm Water Utility, except for work that is performed under development agreements.
- C. Seal coating - the total cost is paid by City.

MAJOR DEVELOPMENT POLICIES

Special assessments are paid by developers on projects that are within the scope and terms stated in the special assessment policy. In 1989, the City Council approved legislation that requires developers of subdivisions platted after 1989 to bear the full cost of streets, storm sewers, and city utilities within the development area. Funds are either escrowed with the City or financing guaranteed with a letter of credit as required by the development agreement approved by the City Council.



City of Eau Claire 2016 Adopted Operating Budget

PURCHASING POLICIES

Purchases for all city departments for the City of Eau Claire shall be in accordance with the City Procurement Policy (Chapter 2.92 of City Code). For contracts involving building or construction work, financed in whole or in part with City financial assistance, contractors shall compensate employees at the prevailing wage rate in accordance with §66.0903, Wisconsin Statutes, Chapter DWD 290, WI Adm. Code, and Chapter 2.92.215 of the City of Eau Claire Code.

The methods of source selection are as follows:

Competitive Seal Bids/Proposals

- Competitive sealed bidding must be used for Public Works projects exceeding \$25,000 and other purchases of \$30,000 or greater. This process shall consist of:
 - Invitation for bids
 - Public notice
 - Bid opening
 - Bid acceptance and bid evaluation
 - Bid award - City Council authorization

Small Purchase

- Other than Public Works projects, procurements less than \$30,000 must follow Purchasing guidelines and City Code of Ordinances. Procurement methods used for less than \$30,000 include written quotes, informal written notices, telephone quotations and published price lists, cooperative contract and procurement cards.

Sole Source Procurement

- When it has been determined in writing by the Purchasing Manager, that there is only one source for a required procurement, the purchase may be negotiated and the other methods of selection disregarded. A written determination must be submitted to the City Manager.

Cooperative Purchasing

- May use cooperative contracts as permitted by the City Procurement Code for Cooperative Purchasing (Chapter 2.92. of the City Code of Ordinances.)

Emergency Procurement

In the event of an emergency, supplies, services or construction may be purchased without regard to normal purchase selection procedures to protect the health and welfare of the public. A written determination of the basis for the emergency and for the selection of the particular contractor must be sent to the City Manager and included in the contract file.



City of Eau Claire 2016 Adopted Operating Budget

PENSION FUNDING AND REPORTING POLICIES

All current pension liabilities shall be funded on an annual basis.

Existing Plan Funding

- All permanent employees of the City are participants in the Wisconsin Retirement System (WRS), a statewide, defined-benefit pension plan to which employer and employees both contribute.

All employees are mandated to pay the employee required portion. The rates of the employer and employee contribution are set annually by WRS based on actuarial evaluations. The 2016 rates are as follows:

	<u>General</u>	<u>Police</u>	<u>Fire</u>
Employee Contribution	6.60%	6.60%	6.60%
City Contribution	<u>6.60%</u>	<u>9.75%</u>	<u>13.55%</u>
Total	<u>13.20%</u>	<u>16.35%</u>	<u>20.15%</u>

Prior Years' Unfunded Pensions

- The State of Wisconsin administers a plan for retired employees of the Eau Claire Police and Fire Departments. These individuals had been covered by a private pension plan prior to the City joining the WRS. No new employees are added to the plan. The City's policy is to fund retirement contributions to meet current benefit payments to retired employees. The total estimated present value of future cost to the City as of December 31, 2014, was approximately \$171,314, all of which relates to prior service. The estimated remaining period of amortization is 13 years and will be paid through annual operating appropriations.

Post-Retirement Benefits

- In addition to providing pension benefits, the City provides certain health care benefits for retired employees. A substantial number of the City's permanent employees may become eligible to receive employer paid health care from retirement until Medicare entitlement if they reach normal retirement age while working for the City. For 2016 the costs are estimated at \$2,056,900. The City is required by GASB Statement 45 to complete an actuarial study every two years to determine its actuarial liability for future health care benefits. The last study was completed as of January 1, 2014. As of January 2014, new employees who are not Public Safety or Transit employees will not be eligible for a post-retirement health care benefit.

COMPENSATED ABSENCES

Employees accumulate vacation, sick leave, and other benefits at various rates depending on bargaining group and length of service. Employees are paid for their total unused vacation and compensatory time upon termination or retirement. However, sick leave can only be used during employment. The cost of compensated absences is recognized when payments are made to employees. A current value of accumulated compensated absences outstanding as of December 31, 2014 is shown on the following table:

Unused vacation pay	\$2,530,795
Compensatory time	<u>182,867</u>
Total compensated absences	<u>\$2,713,662</u>

The estimated current portion of these costs has been included in the 2016 Adopted Budget.



City of Eau Claire 2016 Adopted Operating Budget

ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICIES

Monthly financial reports will be submitted to the City Council.

An annual budget for all operating funds will be prepared.

A 5-year Capital Improvement Plan budget will be presented annually.

An independent audit will be performed annually for all city funds.

The City will produce a Comprehensive Annual Financial Report (CAFR) in accordance with generally accepted accounting principles as outlined by the Governmental Accounting Standards Board.

SPECIAL EVENTS POLICIES - INSURANCE REQUIREMENT

Organizations that use city parks and/or city facilities for special events such as foot races, parades, festivals, etc. are required to obtain liability insurance and provide a certificate evidencing limits of not less than \$1,000,000 per occurrence and agree to endorse the City as an additional insured under the policy. Organizations must also sign a hold harmless agreement. (Ordinance 9.59.110)

All special events are reviewed by the Special Events Committee and approved by City Council. Special Events are reviewed to ensure the health and safety of the participants in the event.

RISK MANAGEMENT POLICY

The City of Eau Claire is one of 17 municipalities and counties that are members of Wisconsin Municipal Mutual Insurance Company (WMMIC), a municipal insurance program that provides liability insurance services. As part of this program, the City pays the first \$200,000 of any claim. WMMIC will pay any covered costs over \$200,000 per occurrence or \$400,000 aggregate with an annual cap of \$10 million.

The objective of this program is to safeguard the financial security of the City, by protecting its human, financial and property assets from the adverse impact of loss. The program is set up to protect the financial assets of the City and provide stable funding for losses. The City will self-insure all losses that occur with predictable frequency and those that will not have a significant impact on the City's financial position.

The Risk Manager will review all liability claims and award recommendations prior to payment by the insurance company. Judgment or award recommendations in excess of \$10,000 will be reviewed with the City Council prior to payment.

In 1992, the City also became self-insured for workers' compensation claims. The City retains the first \$500,000 of each worker's compensation claim per occurrence. This coverage is handled by Summit Adjusting Services. Excess coverage, handled by Wisconsin Municipal Mutual Insurance Company, protects the City for losses greater than \$400,000 per occurrence and does not have an annual aggregate.

City of Eau Claire, Wisconsin

2016 Adopted Operating Budget

Adopted November 10, 2015



Budget Summaries

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2016 Adopted Operating Budget

City of Eau Claire
Position Control Summary



2016 Adopted Position Control Summary

GENERAL FUND - DEPARTMENT/DIVISION	2014	2015	2016 Changes	2016
ADMINISTRATIVE SERVICES				
City Manager	3.00	3.00		3.00
City Clerk/Elections	2.00	2.00		2.00
Information Services	7.00	8.00		8.00
Total	12.00	13.00		13.00
CITY ATTORNEY				
	3.75	3.75		3.75
FINANCE DEPARTMENT				
Finance Administration	3.00	3.00		3.00
Accounting Services	8.00	8.00		8.00
Assessing	5.00	5.00		5.00
Financial Operations	9.00	9.00		9.00
Total	25.00	25.00		25.00
HUMAN RESOURCES				
Personnel Administration	5.00	5.00		5.00
Purchasing	2.00	2.00		2.00
Total	7.00	7.00		7.00
DEVELOPMENT SERVICES				
Planning Administration	5.00	5.00		5.00
Inspections	7.00	7.00		7.00
Total	12.00	12.00		12.00
PUBLIC WORKS				
Administration	5.00	5.00		5.00
Engineering/GIS Asset Management	14.00	14.00		14.00
Street Maintenance Operations	36.00	36.00		36.00
Building & Grounds	8.00	8.00		8.00
Total	63.00	63.00		63.00
PARKS & RECREATION & FORESTRY				
Park Maintenance	22.00	21.00	Deleted 1 FTE	20.00
Recreation	2.00	2.00		2.00
Forestry	5.00	5.00	Added 1 FTE	6.00
Total	29.00	28.00		28.00
POLICE DEPARTMENT				
Administration	2.00	2.00		2.00
Administrative Services	17.00	17.00		17.00
Patrol Division	76.00	75.00		75.00
Detective Division	20.00	21.00		21.00
Communication Center	22.00	23.00	Added 1 FTE	24.00
Total	137.00	138.00		139.00
FIRE & RESCUE DEPARTMENT				
Fire Administration	2.00	2.00		2.00
Fire Operations	87.00	87.00		87.00
Fire Inspection	4.75	4.75		4.75
Total	93.75	93.75		93.75
TOTAL GENERAL FUND	382.50	383.50		384.50

City of Eau Claire 2016 Adopted Operating Budget

2016 Adopted Position Control Summary

OTHER FUNDS	2014	2015	2016 Changes	2016
ECONOMIC DEVELOPMENT	2.00	2.00		2.00
DOWNTOWN FUND	1.00	1.00		1.00
CEMETERY MAINTENANCE	2.00	2.00		2.00
WATER UTILITY	29.00	29.00		29.00
SEWER UTILITY	26.50	26.50	Deleted 4 FTE	22.50
STORM WATER MANAGEMENT	1.00	1.00		1.00
PARKING UTILITY	1.00	1.00	Deleted 1 FTE	-
PUBLIC TRANSIT	38.00	38.00		38.00
HOBBS MUNICIPAL ICE CENTER	2.00	2.00		2.00
RISK MANAGEMENT	1.00	1.00		1.00
CENTRAL EQUIPMENT	8.00	9.00		9.00
TOTAL OTHER FUNDS (Excluding Library/Health/CDBG)	111.50	112.50		107.50
CITY POSITIONS (Excluding Library / Health / CDBG)	494.00	496.00		492.00
HEALTH DEPARTMENT				
CITY-COUNTY HEALTH DEPARTMENT	32.60	36.14	Deleted 1.36 FTE	34.78
CITY-COUNTY HEALTH DEPARTMENT GRANT POSITIONS*	-	15.42	Added 3.96 FTE	19.38
	<u>32.60</u>	<u>51.56</u>		<u>54.16</u>
*Prior to 2015 Health Department grant positions were not included				
LIBRARY/ CDBG				
PUBLIC LIBRARY	36.13	36.13	Deleted .025 FTE	36.11
COMMUNITY DEVELOPMENT BLOCK GRANT	2.26	2.26		2.26
	<u>38.39</u>	<u>38.39</u>		<u>38.37</u>
*Prior to 2015 Health Department grant positions were not included				
TOTAL ALL CITY FUNDS	564.99	585.95		584.53

2016 Adopted Operating Budget

City of Eau Claire



Gross Tax Levy for Each Taxing Entity

Real and personal property taxes are levied by the City Council in November of each year. The tax levy occurs in conjunction with the adoption of the annual budget for the ensuing fiscal year that begins January 1. Levies are based upon assessed property values that are certified on January 1 prior to the year for which the budget is being adopted.

Levies become a lien on properties at the beginning of the fiscal year. Real estate taxes may be paid in full by January 31, or in two installments. The first half of the installment is due January 31 and the second half is due July 31. The following tax-related informational tables include:

- Gross tax levy for each taxing entity in the City of Eau Claire (2012 – 2016)
- Tax rate per \$1,000 of assessed value for each county and school district located in Eau Claire
- Assessed value compared to equalized value in the City of Eau Claire.

Tax Levy Summary

Gross Tax Levy for Each Taxing Entity in the City of Eau Claire

Gross Tax Levy	2012	2013	2014	2015	2016
City of Eau Claire	\$ 30,360,300	\$ 30,741,800	\$ 32,465,500	\$ 33,454,900	\$ 33,700,900
Public Library	2,891,300	2,891,000	2,900,700	2,929,300	2,994,900
City-County Health	1,694,700	1,691,400	1,706,800	1,723,200	1,765,400
Eau Claire Area School District	42,372,961	41,722,977	40,389,846	42,902,698	42,602,666
Chippewa School District	50,346	51,230	41,720	51,424	49,353
Altoona School District	127,383	129,702	134,295	165,626	178,192
CVTC	7,285,362	7,323,429	7,355,585	3,923,410	4,036,603
Eau Claire County	14,386,307	14,486,217	14,959,155	15,866,108	16,654,191
State Forestry Tax - Eau Claire County	693,611	689,851	706,618	728,589	762,708
Chippewa County State Forestry Tax - Chippewa County	541,911	567,492	586,617	611,234	604,083
TIF District #5	718,365	943,551	1,104,954	1,127,416	1,035,487
TIF District #7	125,573	132,282	141,514	120,219	126,846
TIF District #8	639,257	697,864	862,689	835,589	1,287,928
TIF District #9	55,084	52,856	8,432	3,888	33,246
Gross Tax Levy	101,969,670	102,148,592	103,391,898	104,472,172	105,861,381
Less - State Credit:					
Eau Claire County	6,374,019	6,452,952	6,463,311	6,405,984	7,287,727
Chippewa County	244,719	253,765	258,197	254,472	290,041
Total Credit	6,618,738	6,706,717	6,721,508	6,660,456	7,577,768
Net Tax Levy	\$ 95,350,932	\$ 95,441,875	\$ 96,670,390	97,811,716	98,283,613
City as a Percentage of the Gross Levy	29.77%	30.10%	31.40%	32.02%	31.83%

2016 Adopted Operating Budget

City of Eau Claire



Tax Rates per \$1,000 Assessed Value

Tax Rates

The City of Eau Claire is located in Eau Claire and Chippewa counties. The City also overlaps two school districts in each county, resulting in four possible mill rates for city residents, depending on the location of their property.

Tax Rate per \$1,000 of Assessed Value (Including TIDs)
(Rounded to three decimal places)

Property Located in Eau Claire County
(Eau Claire Area School District)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
City of Eau Claire	7.141	7.168	7.532	7.670	7.652
Public Library	0.680	0.674	0.673	0.671	0.679
City-County Health	0.399	0.394	0.396	0.395	0.401
Eau Claire Area School District	10.012	9.772	9.410	9.879	9.715
CVTC	1.714	1.707	1.706	0.900	0.916
Eau Claire County	3.518	3.511	3.608	3.782	3.927
State Forestry	0.167	0.164	0.167	0.170	0.175
Gross Tax Rate	23.631	23.39	23.492	23.467	23.465
School Credit	1.534	1.535	1.526	1.495	1.677
Net Tax Rate - Eau Claire County	<u>22.097</u>	<u>21.855</u>	<u>21.966</u>	<u>21.972</u>	<u>21.788</u>

Property Located in Eau Claire County
(Altoona School District)

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
City of Eau Claire	7.141	7.168	7.532	7.670	7.652
Public Library	0.680	0.674	0.673	0.671	0.679
City-County Health	0.399	0.394	0.396	0.395	0.401
Altoona School District	9.271	9.344	9.568	11.747	12.609
CVTC	1.714	1.707	1.706	0.900	0.916
Eau Claire County	3.518	3.511	3.608	3.782	3.927
State Forestry	0.167	0.164	0.167	0.170	0.175
Gross Tax Rate	22.890	22.962	23.650	25.335	26.359
School Credit	1.534	1.535	1.526	1.495	1.677
Net Tax Rate - Eau Claire County	<u>21.356</u>	<u>21.427</u>	<u>22.124</u>	<u>23.840</u>	<u>24.682</u>

City of Eau Claire 2016 Adopted Operating Budget

Tax Rates

Tax Rate Per \$1,000 of Assessed Value (Including TIDs)

(Rounded to three decimal places)

Property Located in Chippewa County (Eau Claire Area School District)

	2012	2013	2014	2015	2016
City of Eau Claire	7.210	7.175	7.637	7.866	7.682
Public Library	0.687	0.675	0.682	0.689	0.683
City-County Health	0.402	0.395	0.402	0.405	0.402
Eau Claire Area School District	10.108	9.749	9.561	10.132	9.755
CVTC	1.730	1.709	1.730	0.923	0.920
Chippewa County	3.357	3.461	3.611	3.732	3.686
State Forestry	0.168	0.164	0.169	0.174	0.176
Gross Tax Rate	23.662	23.328	23.792	23.921	23.304
School Credit	1.516	1.547	1.589	1.554	1.769
Net Tax Rate - Chippewa County	22.146	21.781	22.203	22.367	21.535

Property Located in Chippewa County (Chippewa School District)

	2012	2013	2014	2015	2016
City of Eau Claire	7.210	7.175	7.637	7.866	7.682
Public Library	0.687	0.675	0.682	0.689	0.683
City-County Health	0.402	0.395	0.402	0.405	0.402
Chippewa School District	9.079	10.285	8.793	9.506	9.408
CVTC	1.730	1.709	1.730	0.923	0.920
Chippewa County	3.357	3.461	3.611	3.732	3.686
State Forestry	0.168	0.164	0.169	0.174	0.176
Gross Tax Rate	22.633	23.864	23.024	23.295	22.957
School Credit	1.516	1.547	1.589	1.554	1.769
Net Tax Rate - Chippewa County	21.117	22.317	22.317	21.741	21.188

2016 Adopted Operating Budget

City of Eau Claire



Assessed Value Compared to Equalized Value

Assessed & Equalized Value

City of Eau Claire Assessed Value Compared to Equalized Value					
	2012	2013	2014	2015	2016
Assessed Value (000's)					
Eau Claire County	\$ 4,086,905	\$ 4,124,782	\$ 4,148,150	\$ 4,194,273	\$ 4,240,128
Chippewa County	161,397	163,972	162,437	163,775	163,891
Subtotal	4,248,302	4,288,754	4,310,587	4,358,048	4,404,019
TIF District #5	30,650	40,112	46,535	46,724	45,336
TIF District #7	5,618	5,721	5,438	5,751	5,427
TIF District #8	28,246	30,502	36,203	36,967	54,764
TIF District #9	2,655	2,678	402	261	1,041
Total Assessed Value	\$ 4,315,471	\$ 4,367,767	\$ 4,399,165	\$ 4,447,751	\$ 4,510,587
Equalized Value (000's)					
Eau Claire County	\$ 4,022,642	\$ 3,988,936	\$ 4,074,566	\$ 4,203,470	\$ 4,384,051
Chippewa County	160,324	158,741	161,875	168,347	170,152
Subtotal	4,182,966	4,147,677	4,236,441	4,371,817	4,554,203
TIF District #5	29,187	30,122	39,284	46,557	45,968
TIF District #7	6,007	5,265	5,507	5,963	5,631
TIF District #8	25,813	26,805	29,055	36,349	57,174
TIF District #9	5,117	2,310	2,201	355	1,476
Total Equalized Value	\$ 4,249,090	\$ 4,212,179	\$ 4,312,488	\$ 4,461,041	\$ 4,664,452
Percent of Assessed to Equalized (1)					
Eau Claire County	101.60%	103.41%	101.81%	99.78%	96.72%
Chippewa County	100.67%	103.30%	100.35%	97.28%	96.32%

(1) Includes non-manufacturing property only.

Note: The years listed are fiscal (budget) years. The assessed value for each fiscal year is established on January 1 of the prior year; the equalized value is certified by the State Dept. of Revenue in August of the previous calendar year.