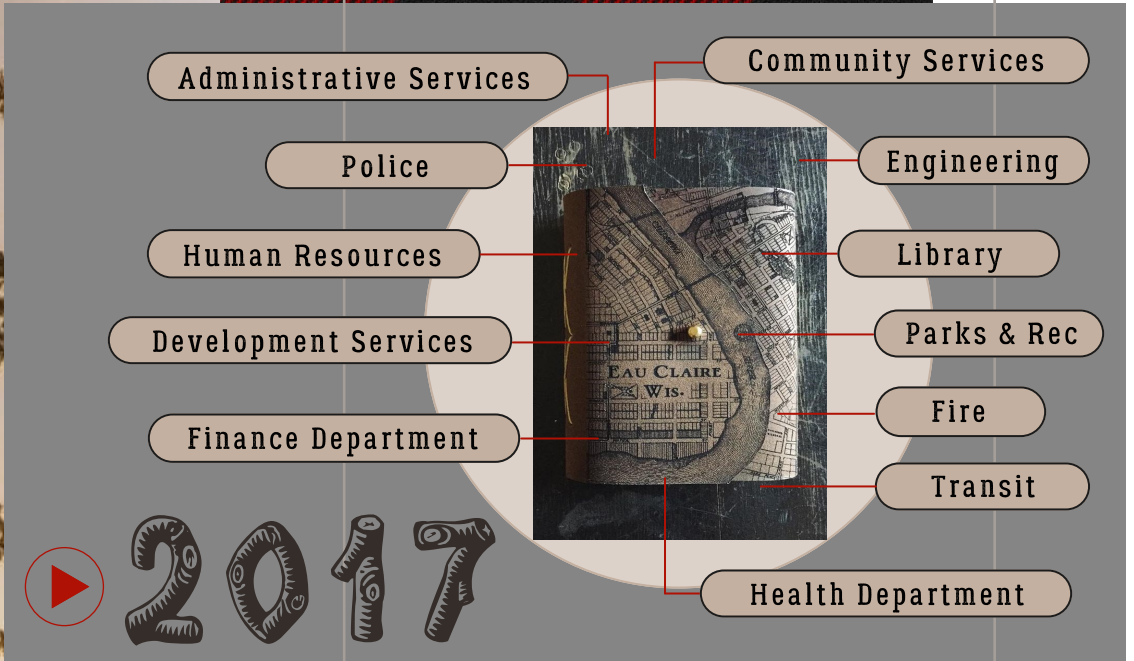


ADOPTED OPERATING BUDGET

CITY OF EAU CLAIRE



Adopted by
City Council
November
8th, 2016



COVER DESIGN: CHRISTINE FINN, PURCHASING TECHNICIAN



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City of Eau Claire, Wisconsin 2017 Adopted Budget

City Manager's Budget Message

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

The City continues to navigate through change due to downtown growth, changing economic conditions, and a changing workforce. Change brings challenges and opportunities upon which staff must be prepared to act. Such challenges and opportunities include staff turnover due to retirements, attracting the right people to fill vacancies, and ensuring a versatile and highly trained workforce. The annual Operating Budget is the City's plan for the provision of financial resources to meet challenges and take advantage of opportunities. I am pleased to present a adopted budget that will allow the City to meet ongoing challenges, respond to new and unforeseen challenges, and fulfill goals and objectives of the City's Strategic Plan.

A major theme that guides the City's financial preparations is that employees are the organization's greatest asset and should be supported with competitive wages, adequate training, and appropriate equipment. The City's 2017 Adopted Operating Budget includes the implementation of the wage and compensation study completed in 2016. The wage and compensation study involved a comprehensive analysis of the roles played by various positions in the organization and determined a market rate for wages. In order to attract the best candidates possible, the City is moving wages toward the market rates.

In addition to competitive wages, the City seeks to implement technology where appropriate to improve efficiency, lower operating costs, or improve service quality. The City's careful planning of the Operating Budget allows for the organization to maintain a fund balance sufficient to support investments in technology in the City's Capital Budget. Such enhancements in technology include computer replacements, upgrades to geographic information systems (GIS) programs, and various, regular software upgrades that help City departments function more efficiently.

Another guiding principle for Operating Budget preparations is that expenditures should be consistent with the vision, values, goals, and objectives of the Strategic Plan. The Strategic Plan includes four goals within which various objectives and initiatives are housed. The four goals include the following:

1. Increase household income, job opportunities, and tax base in the City by emphasizing job retention, growing existing businesses, and investing in cultural, recreational, and leisure amenities;
2. Focus on the City's existing and future infrastructure by developing a five-year estimate of the City's capital and maintenance needs;

2017 Adopted Budget

City Manager's Budget Message

3. Prepare the City's workforce for future service demands; and
4. Build on and maintain a City organization that is financially and organizationally sustainable by providing the right services, done the right way, and in the most cost-effective manner.

City staff works hard to retain existing businesses, recruit new businesses, and provide assistance whenever possible to help existing businesses expand. The City's various loan programs can be leveraged to help accomplish these aims. In addition, the Operating Budget includes funding for the Redevelopment Authority, which seeks to maximize the uses of previously underutilized areas in Eau Claire. Maximizing uses of underutilized spaces includes the creation of additional recreation space, which reinforces Eau Claire's standing as a premiere recreation destination.

Business growth inevitably means the growth of infrastructure necessary to serve new and/or expanding businesses and housing. Existing infrastructure also needs to be regularly maintained to preserve the long-term health of City infrastructure and assets. As such, the City has been preparing long-term projections of maintenance and replacement of City assets. These projections require financial planning to ensure that financial resources are available. Careful planning of the Operating Budget ensures the City has funds available to provide for the financing of capital assets.

The organization operates in a period of time marked by increasing demands for service delivery and decreasing certainty regarding funding assistance from the State and Federal governments. This forces the City to employ a more responsive, nimble, and well-prepared staff than ever before. Employees are encouraged to seek training opportunities whenever possible and are also asked to seek innovative and cost-effective solutions to existing problems.

Cost-effective service delivery is a cornerstone of sustainability, both fiscally and organizationally. Ensuring that staff workflows and processes occur at peak efficiency saves both staff time and money. In turn, staff time can be used to study current processes and examine opportunities for improvement. This feedback loop maintains financial and organizational efficiency and provides customers with the best service for the lowest cost.

In an effort to promote organizational efficiencies and respond to changing service demands, the organization created a new Community Services Department. The Community Services Department is a consolidation of the former Public Works and Parks and Recreation departments. In addition, the former Engineering Division of Public Works will now become its own department. Budgetary changes for this transition are effective January 1, 2017 and are presented as part of the 2017 Adopted Operating Budget.

The City of Eau Claire and the budget that guides it are ultimately dependent upon and used for people. Creating and implementing a budget is a year-long process that challenges staff across

2017 Adopted Budget

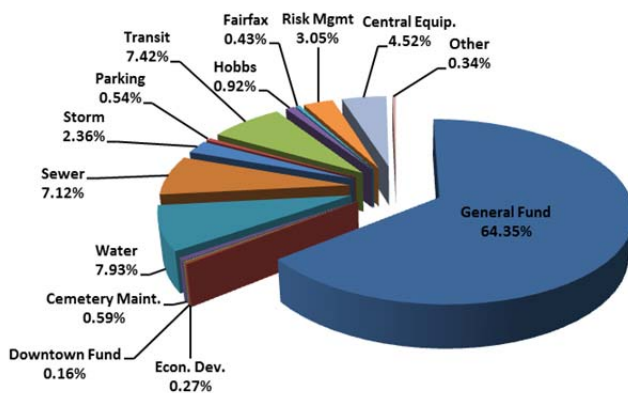
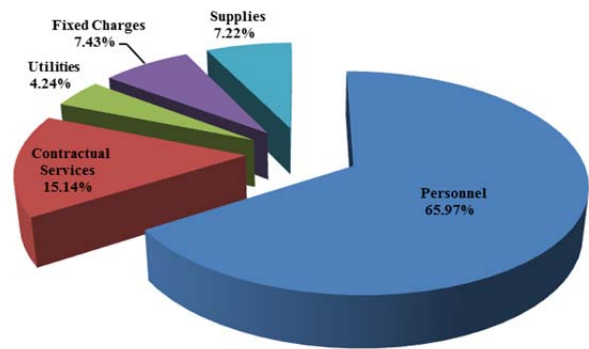
City Manager’s Budget Message

the organization to consider the best and most-efficient uses of City resources. This is because local government exists to provide people-based services. Therefore, high quality services should be provided to residents at the lowest possible costs to the residents. The 2017 Adopted Operating Budget is built upon a set of guiding principles that seek to achieve that aim, and I am pleased to present it to the City Council for consideration.

2017 Budget Overview

The 2017 Adopted Budget for the City of Eau Claire totals \$117,997,200. Compared to the 2016 Adopted Budget, this represents an increase of \$4,466,600, or 3.93%. The operating portion of adopted expenditures for all funds totals \$89,241,100. This is an increase of \$1,812,200, or 2.08%, from the operating portion of all funds’ budgeted expenditures in 2016.

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 (65.97%) followed by contractual services (15.14%), fixed charges (7.43%), supplies (7.22%), and utilities (4.24%).



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 64.35% of the operating budget, followed by the Water Utility (7.93%), Transit (7.42%), Sewer Utility (7.12%), Central Equipment (4.52%), and Risk Management (3.05%).

The 2017 Adopted Budget for the City-County Health Department totals \$5,632,800. Compared to the 2016 Adopted Budget, this represents an increase of \$229,500, or 4.25%. The 2017 Adopted Budget for the L.E. Phillips Public Library totals \$4,209,600. Compared to the 2016 Adopted Budget, this represents an increase of \$78,100, or 1.89%.

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

2017 Adopted Budget

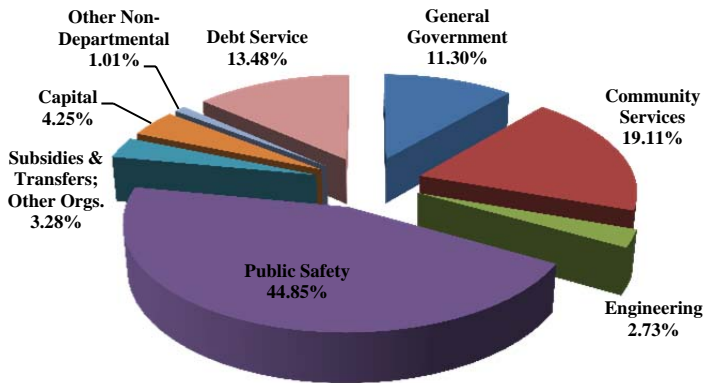
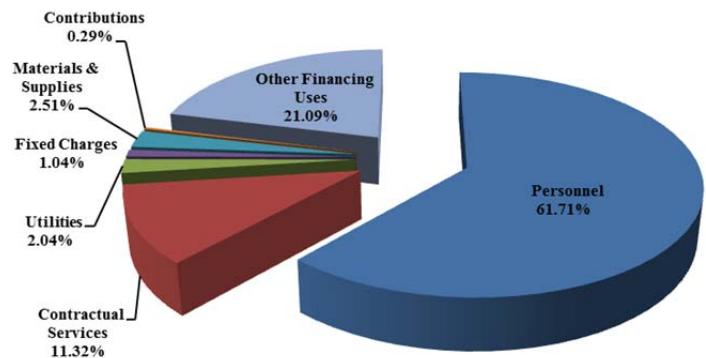
City Manager’s Budget Message

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 2017 Adopted Budget for the General Fund proposes expenditures totaling \$64,681,100. Compared to the 2016 General Fund Adopted Budget of \$61,808,400, expenditures increase \$2,872,700, or 4.65%. Adopted General Fund operating expenditures total \$50,847,000, which is an increase of \$645,600, or 1.29%, compared to the 2016 Adopted General Fund budget. Operating expenditures include personnel, contractual services, utilities, fixed charges, and materials & supplies.

The 2017 transfer for debt service increases \$1,109,600, or 14.59%, from 2016. This increase is due to no General Obligation (G.O.) debt having been issued in 2015.

Most of the services provided via the General Fund depend upon people. Personnel represent the largest category of expenditures at 61.71% of the General Fund. The next-largest category is Other Financing Uses (includes debt, operating, and capital transfers) at 21.09%, followed by Contractual Services at 11.32%.



The largest program in the adopted General Fund budget is Public Safety, representing 44.88% of adopted General Fund expenditures. The next largest adopted program expenditures include Community Services (19.11%), Debt Service (13.48%), General Government (11.29%), and Engineering (2.73%). Public Safety represents 51.87% of adopted General Fund operating expenditures, excluding debt service.

The 2017 Adopted Budget requires a property tax levy of \$40,332,400 for City Government (City, Library, and Health)¹. Compared to the 2016 adopted property tax levy of \$38,461,200, this represents an increase of \$1,871,200, or 4.87%. For the owner of a home with an assessed

¹ The State’s expenditure restraint program now requires the City to portray the levy revenue for the Library and Health Department as revenue to the City with an equal transfer from the General Fund to those entities.

2017 Adopted Budget

City Manager's Budget Message

value of \$150,000, the adopted increase in the tax levy would result in an annual increase in property taxes of \$47 or 3.56%².

- **Program/Expenditure Changes**

The 2017 Adopted Budget includes a number of significant program and expenditure changes that are summarized below:

○ Debt Service	+\$1,109,600
○ Transfer to CIP	+\$839,000
○ Economic Adjustments	+\$405,000
○ WRS – Increase in Employer Rate	+\$385,000
○ Step Increases	+\$235,000
○ Retiree Health Insurance	+\$128,600
○ City Equipment Rental	+\$94,000
○ Technology (smart phones)	+\$45,000
○ Fire Station Repairs	+\$25,000
○ Community Services Business Analyst	+\$25,000
○ Police Liaison	+\$21,900
○ Utilities	+\$21,000
○ Garbage Service	+\$19,000
○ Computer Service Charges	+\$18,000
○ Training	+\$17,000
○ Elections	-\$256,000
○ Health Insurance Changes (premium and other)	-\$218,100
○ Increase Health Insurance Employee Co-pay	-\$75,000

- **Revenue Changes**

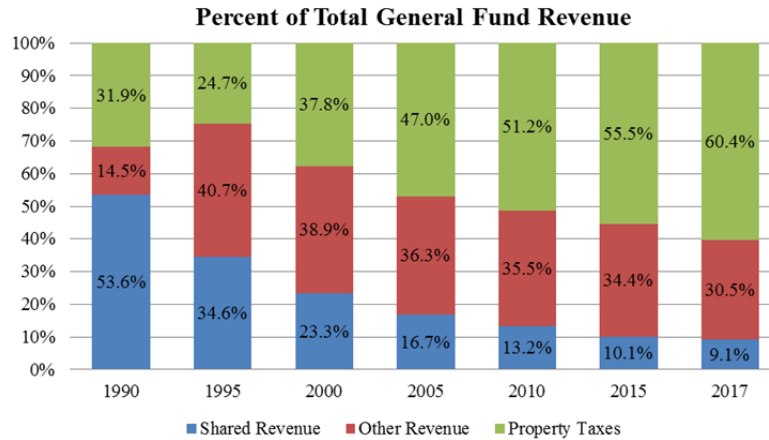
The 2017 Adopted General Fund Budget anticipates non-property tax revenues totaling \$26,423,400, an increase of \$364,700, or 1.4% over the 2016 Adopted Budget. As illustrated on the next page, non-property tax revenues have been declining for several years. From 1990 through 2017, State Shared Revenues declined by 44.5%.

Changes to the State's expenditure restraint program (ERP) require the City to portray the Library and Health Department's shares of property tax revenue as revenue to the City's General Fund. As such, the 2017 Adopted General Fund property tax revenue includes an additional \$4,845,700. This revenue is offset with an equal transfer to the Library and Health Department.

² This represents a homeowner living in Eau Claire County and served by the Eau Claire School District.

2017 Adopted Budget

City Manager's Budget Message

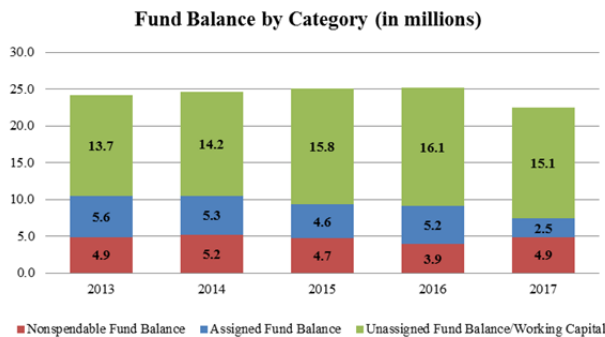


The following summarizes the major non-property tax revenue changes in the Adopted 2017 Budget:

- Special Assessments +\$236,200
- Investment Income +\$100,600
- City Ambulance Fees +\$100,000
- Communication Center (charges for services) +\$49,200
- State Aid (Police & Fire) +\$31,300
- Occupational licenses +\$23,000

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 adopted capital projects, the Adopted Budget includes the use of \$2,618,000 of unassigned fund balance, an increase of \$722,200, or 38.10% from 2016.



At the end of 2016, the General Fund is expected to have a fund balance of \$25.3 million compared to \$25.1 million at the end of 2015. The projected fund balance is approximately \$1.8 million greater than anticipated when the 2016 budget was adopted. The unassigned fund balance at the end of 2016 is projected to represent 24.9% of adopted 2017 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%.

2017 Adopted Budget

City Manager's Budget Message

Water Utility

The 2017 Adopted Budget for the Water Utility totals \$6,547,900, which is an increase of \$81,400, or 1.26%, from the 2016 Adopted Budget.

- **Program/Expenditure Changes**

○ Property Tax Equivalent Payment	+\$35,000
○ Economic Adjustments (cost of living)	+\$25,200
○ Utilities	+\$11,900

A simplified rate case will be considered in 2017.

Sewer Utility

The 2017 Adopted budget for the Sewer Utility totals \$6,614,100, which is an increase of \$177,600, or 2.76%, from the 2016 Adopted Budget.

- **Program/Expenditure Changes**

○ Economic Adjustments (cost of living)	+\$30,200
○ Equipment Rental	+\$14,100
○ Retiree Health	-\$2,700

The adopted rate increase for the Sanitary Sewer is 4.1% 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 2017 Adopted Budget for the Storm Water Utility totals \$2,377,400, which is a decrease of \$49,700, or 2.05%, from the 2016 Adopted Budget.

- **Program/Expenditure Changes**

○ Equipment Rental	+\$14,500
○ Economic Adjustments (cost of living)	+\$6,600
○ Debt Service	-\$41,800

The Storm Water Utility fee covers the cost of operations and the debt service for the capital improvements. The fee will remain unchanged at \$90 per Equivalent Runoff Unit (ERU).

Public Transit

The 2017 Adopted Budget for Public Transit totals \$5,858,800, which is an increase of \$255,200, or 4.55%, from the 2016 Adopted Budget.

2017 Adopted Budget

City Manager's Budget Message

Program/Expenditure Changes

○ Repair Parts	+\$70,000
○ Gasoline, Diesel Fuel, Oil, and Tires	+\$29,300
○ Economic Adjustments (cost of living)	+\$20,500
○ Health Insurance (Premium and Deductible)	+\$7,200

Parking Utility

The 2017 Adopted Budget for the Parking Utility totals \$478,900, which is an increase of \$180,000, or 60.2%, from the 2016 Adopted Budget. This increase is primarily due to the City's new four-level ramp that opened in late 2016.

The City is in the process of amending the parking rates at the ramps. In addition, the City is in the process of marketing and leasing stalls at both ramps.

Hobbs Municipal Ice Center

The 2017 Adopted Budget for Hobbs Municipal Ice Center totals \$818,800, which is an increase of \$42,400, or 5.46%, from the 2016 Adopted Budget. This is due to cost of living adjustments.

Fairfax Municipal Pool

The 2017 Adopted Budget for Fairfax Municipal Pool totals \$343,000, which is a decrease of \$10,300, or 2.92%, from the 2016 Adopted Budget. This is primarily due to utility savings from the City's participation in the Solar Connect program.

Economic Development/Downtown/BIDs

The 2017 Adopted Budget for the Economic Development Fund totals \$604,000 which is a decrease of \$143,500, or 19.20%, from the 2016 Adopted Budget. This is primarily due to a smaller budgeted transfer to the Redevelopment Authority.

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 2017 Adopted Budget provides the following funding:

● Economic Development Fund	
○ Eau Claire Area Economic Development Corp.	\$ 88,000
○ Chippewa Valley Innovation Center	\$ 15,000
○ Downtown Partners Fund	\$ 85,000
○ Transfer to Redevelopment Authority CIP	\$ 200,000
● Downtown Fund/DECI	\$ 122,100
● Business Improvement Districts	
○ BID #1 – South Barstow	\$ 128,000
○ BID #2 – West Grand	\$ 16,100

2017 Adopted Budget City Manager's Budget Message

- BID #3 – Water Street \$ 11,000
- BID #4 – North Barstow/Medical \$ 44,000
- Redevelopment Authority \$ 77,500

Community Enhancement Fund

Room tax revenues for 2017 are estimated to be \$1,747,200, a decrease of \$75,300, or 4.13%. Visit Eau Claire will receive \$1,223,000 (70%) of the room tax proceeds in accordance with an agreement between the City and Visit Eau Claire. Remaining room tax revenue (\$524,200), fund balance (\$62,500), and interest revenue (\$100) will support the following City programs:

- Operating Support
 - General Fund \$ 115,000
 - Hobbs Ice Center \$ 99,500
- Capital Projects
 - Parks Capital Projects \$ 250,000
 - Hobbs Ice Center \$ 89,900
 - Fairfax Pool \$ 30,000

Cemetery Maintenance

The 2017 Adopted Budget for Cemetery Maintenance totals \$466,700, which is a decrease of \$10,700, or 2.24 %, from the 2016 Adopted Budget.

Risk Management

The 2017 Adopted Budget for Risk Management totals \$2,409,900, which is an increase of \$4,100, or 0.17%, from the 2016 Adopted Budget.

Central Maintenance

The 2017 Adopted Budget for Central Maintenance totals \$3,572,300, which is a decrease of \$125,500, or 3.39%, from the 2016 Adopted Budget.

- **Program/Expenditure Changes**
 - Economic Adjustments (cost of living) +\$10,000
 - Wage/Benefit Changes -\$133,000

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 2017 Adopted Budget for Hazardous Materials totals \$115,100, which is a decrease of \$7,000, or 5.73%, from the 2016 Adopted Budget.

2017 Adopted Budget

City Manager's Budget Message

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 income people. The 2017 Adopted Budget for CDBG totals \$631,000, which is an increase of \$7,400, or 1.19%, from the 2016 Adopted Budget.

L.E. Phillips Memorial Public Library

The 2017 Adopted Budget for the Public Library totals \$4,209,600, which is an increase of \$78,100, or 1.89%, from the 2016 Adopted Budget.

- **Program/Expenditure Changes**

- Economic Adjustments (cost of living) +\$47,300
- Computer Service Charges +\$24,600
- Library Materials - \$10,200

City-County Health Department

The 2017 Adopted Budget for the City-County Health Department totals \$5,632,800, which is an increase of \$229,500, or 4.25%, from the 2016 Adopted Budget.

- **Program/Expenditure Changes**

- Economic Adjustments (cost of living) +\$163,100
- Supplies +\$45,800
- Contractual Services +\$27,100
- Utilities -\$2,200

- **Revenue Changes**

The following summarizes the major non-property tax revenue changes in the 2017 Adopted Budget:

- Grants +\$116,900
- Licenses & Permits +\$55,300
- State/Federal Aid +\$26,400

Guiding Principles for Better Budgeting

The 2017 Adopted Operating Budget exists upon a foundation of guiding principles. First, recognizing that employees are the City's greatest assets ensures an organizational culture that appeals to the best candidates and fosters a mentality of continuous improvement. Second, employing technology to further advance continuous improvement provides for the best-equipped staff possible. Third, connecting the budget and the City's Strategic Plan places financial decisions within a framework of broad strategic goals approved by the City Council.

2017 Adopted Budget City Manager's Budget Message

These guiding principles were used during preparations for the 2017 Adopted Operating Budget. The Adopted Operating Budget is used to meet the challenges of increasing service delivery and a need to maintain and replace City infrastructure and assets. A fiscally sound budget is required to provide for meeting these challenges.

I want to thank Finance staff, and in particular Jay Winzenz, Kristine Basom, and Josh Solinger for their efforts to bring the 2017 Adopted Operating Budget before the Council. In addition, all of the individuals mentioned in the *Acknowledgments* section have played significant roles in the production of this adopted budget. A budget lays the framework within which the City must meet challenges and demands that are in constant flux with respect to size and variety. The 2017 Adopted Operating Budget positions the City to meet these challenges and demands now and into the future.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dale Peters". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Dale Peters
City Manager

City of Eau Claire, Wisconsin

2017 Adopted Operating Budget

Adopted November 2016



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City of Eau Claire 2017 Adopted Operating Budget

Acknowledgments

Council President – Kerry Kincaid
City Manager – Dale Peters

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 – Kate Beaton
At Large – David Strobel
At Large – Michael Xiong

Prepared By

Finance Director – Jay Winzenz
Accounting Manager – Kathy Ludack
Financial Operations Manager – Christine Wagner
Accountant – Rose Adams
Accountant – Vicki Franson
Budget Analyst – Kristine Basom
Budget Analyst – Josh Solinger

Contributors

Al Andreo
Cynthia Anderson
Donna Austad
Chris Bell
Rodney Bonesteel
Todd Chwala
Dawn Comte
Doug Derks
Chad Duerkop
Phil Fieber
John Genskow
Elizabeth Giese

Justin Kennedy
Lyle Koerner
Teresa Kriese
John LeBrun
Cathy Marohl
Leah Ness
Patrick Newkirk
Stephen Nick
Dale Peters
Jeff Pippenger
Larry Roth
Mike Schatz
Colleen Schian

Dave Solberg
Kristin Southard
Ross Spitz
Gerald Staniszewski
John Stoneberg
Kelly Thompson
Steve Thompson
Darryl Tufte
Janice Vinopal
Tom Wagener
Greg Wallace



City of Eau Claire 2017 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



Kate Beaton
At Large



David Strobel
At Large

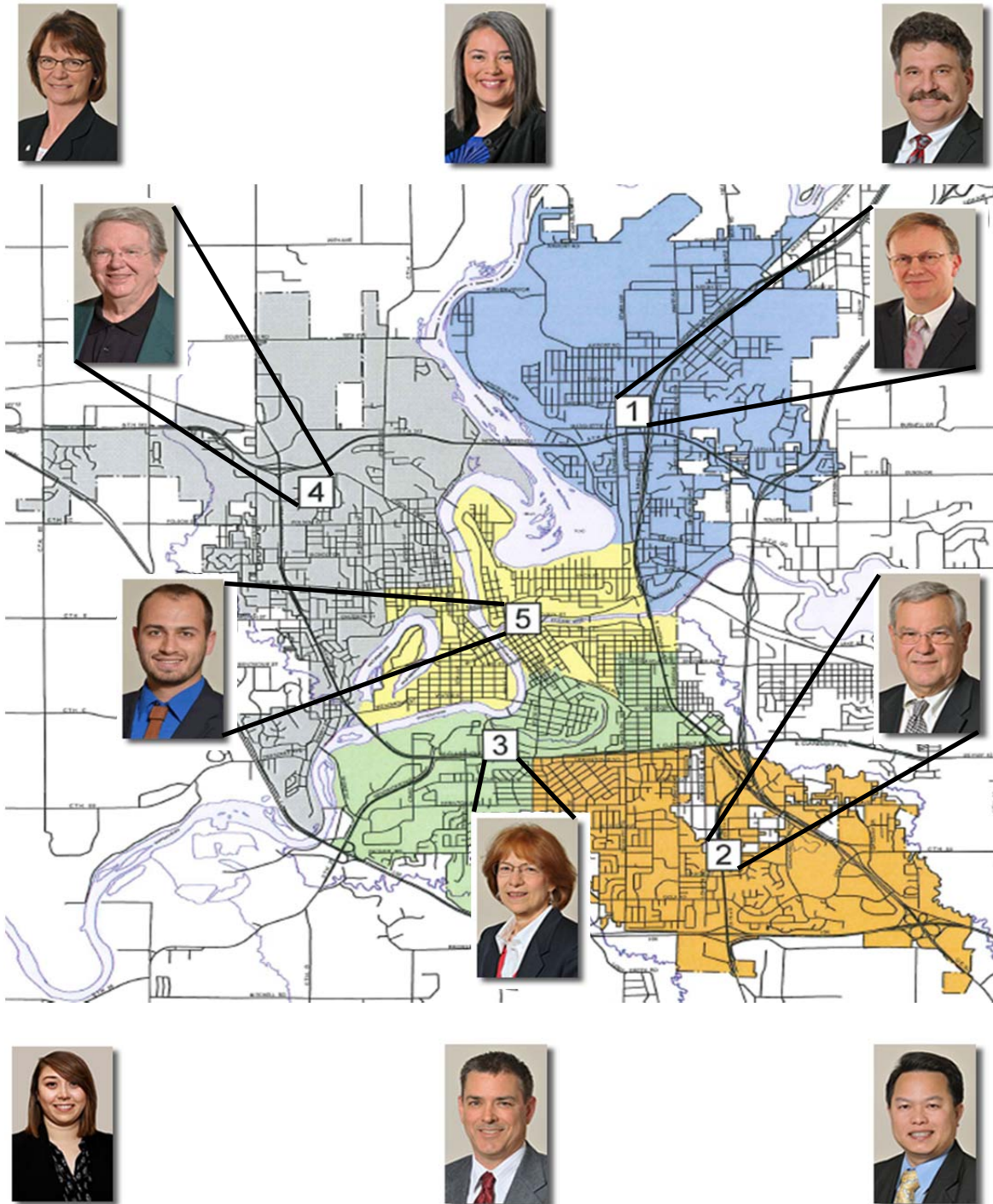


Michael Xiong
At Large



City of Eau Claire 2017 Adopted Operating Budget

Aldermanic Districts





City of Eau Claire 2017 Adopted Operating Budget

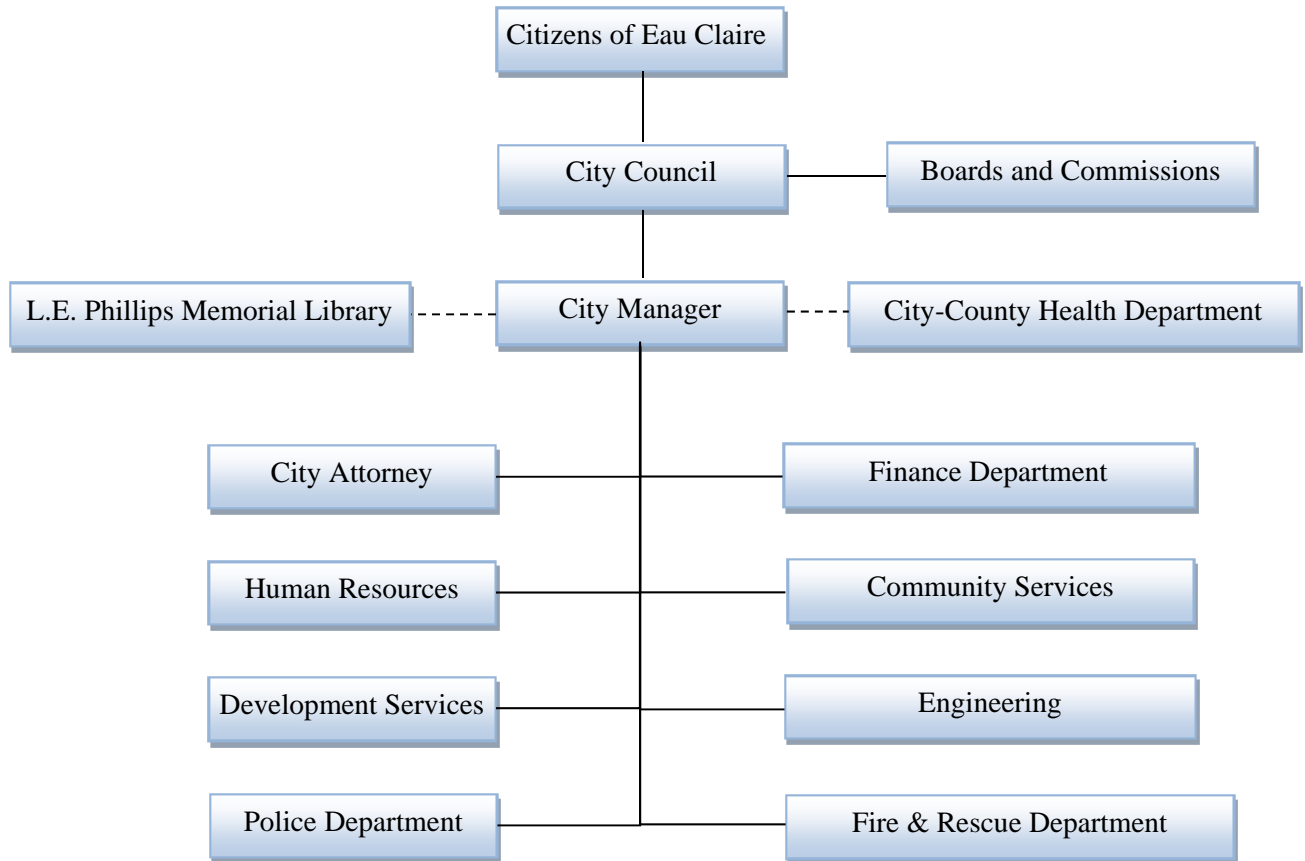
Executive Management Team

Dale Peters	City Manager
Stephen Nick	City Attorney
Elizabeth Giese	City/County Health Department Director
Darryl Tufte	Development Services Director
Jacob Winzenz	Finance Director
Christian Bell	Fire Chief
Victoria Seltun	Human Resources Director
Pamela Westby	Library Director
Gerald Staniszewski	Police Chief
Phillip Fieber	Department Director



City of Eau Claire 2017 Adopted Operating Budget

Organizational Chart





City of Eau Claire 2017 Adopted Operating Budget

About Eau Claire

Community Profile

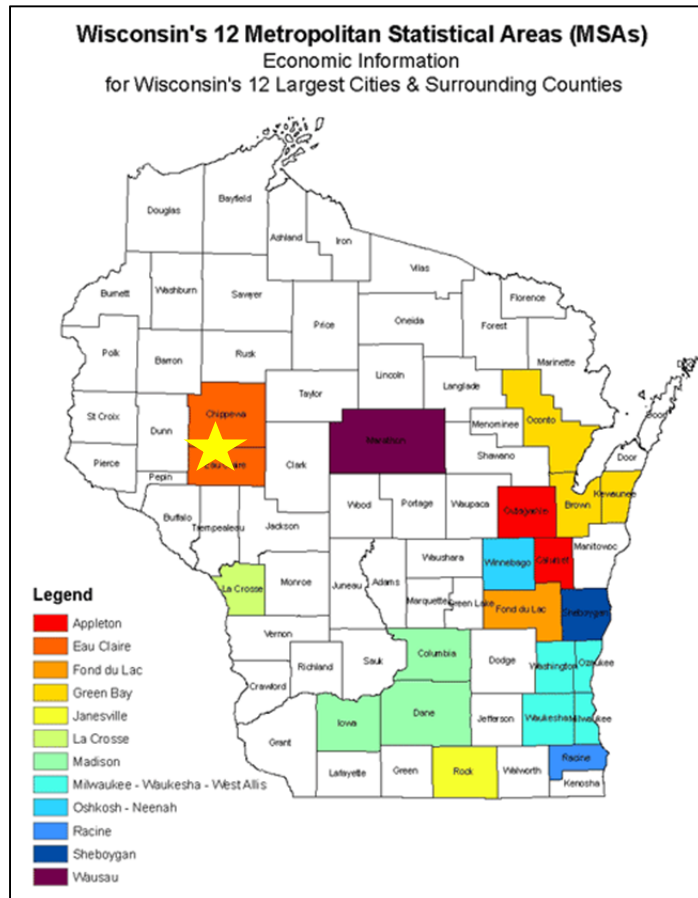
The City of Eau Claire is located in west-central Wisconsin in both Eau Claire and Chippewa counties. Eau Claire is situated along Interstate 94 between Minneapolis and Chicago, and is home to the Chippewa Valley Regional Airport. Due to its location, Eau Claire serves as the center for health and professional 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 2017 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 2017 Adopted Operating Budget

Budget Calendar

July 19 – August 5	Departments prepare 2017 budget requests
August 5 – September 2	City Manager reviews department requests
September 3 – October 5	Finance prepares 2017 Budget
October 6	City Council receives Proposed 2017 Budget (work session #1)
October 11	City Council work session #2
October 18	City Council work session #3
October 25	City Council work session #4
November 7	Public Hearing on Proposed 2017 Operating Budget
November 8	City Council adopts Proposed 2017 Operating Budget
November 22	City Council adopts 2017 tax levy

City of Eau Claire, Wisconsin
**2017 Adopted
Operating Budget**
Adopted November 2016



Overviews

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Budget Overview	B-3



City of Eau Claire 2017 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	2015	2016	2017 (est.)
Eau Claire	99.85%	96.72%	94.46%
Chippewa	97.61%	96.32%	95.55%

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	2015	2016	2017	Percent Change (2016 - 2017)
Assessed Value (000's)	\$ 4,359,066	\$ 4,404,019	\$ 4,461,413	+ 1.30%
Equalized Value (000's)	4,371,817	4,554,203	4,721,142	+ 3.67%



City of Eau Claire 2017 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.

	2016			2017		
	Apportioned Tax Levy	TID Levy	Gross Tax Rate	Apportioned Tax Levy	TID Levy	Gross Tax Rate
Levied by City Government:						
City of Eau Claire	\$32,441,781	\$818,488	7.652	\$ 34,131,852	\$1,142,912	7.990
Public Library	2,883,006	72,491	0.680	2,925,049	97,633	0.685
City-County Health	1,699,442	42,733	0.401	1,735,101	57,915	0.406
Total City Government	37,024,229	933,712	8.733	38,792,002	\$1,298,460	9.081
Levied by Other Taxing Entities:						
Eau Claire Area School District	41,055,092	1,035,781	9.715	44,216,886	1,480,812	10.383
CVTC	3,885,789	97,709	0.916	3,985,801	133,039	0.932
Eau Claire County	16,654,191	416,024	3.927	17,440,103	582,176	4.107
State Forestry	762,708	-	0.176	796,328	-	0.180
Total Other Entities	62,357,780	1,549,514	14.734	66,439,118	2,196,027	15.602
Gross Tax Levy/Tax Rate	99,382,008	2,483,226	23.467	105,231,120	3,494,487	24.683
Less State School Tax Credit	(7,287,727)	-	(1.677)	(7,243,316)	-	(1.641)
Net Levy/Tax Rate - All Taxing Entities	\$92,094,281	2,483,226	21.790	97,987,804	3,494,487	23.042

Taxes Collected for City - \$150,000 Home

	2016	2017	Inc.(Dec.)	% Change
Collected for City Government:				
City of Eau Claire	\$ 1,148	\$ 1,199	\$ 51	4.42%
Public Library	102	103	1	0.74%
City-County Health	60	61	1	1.25%
Total City Government	\$ 1,310	\$ 1,362	\$ 52	3.98%

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

	2016	2017	Inc.(Dec.)	% Change
Collected for City Government:				
City of Eau Claire	\$ 1,148	\$ 1,196	\$ 48	4.16%
Public Library	102	102	0	0.44%
City-County Health	60	61	1	1.00%
Total City Government	\$ 1,310	\$ 1,359	\$ 49	3.72%



City of Eau Claire 2017 Adopted Operating Budget

Budget Overview

Expenditure Highlights

The expenditure levels in the *2017 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

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
<u>GENERAL GOVERNMENT</u>					
<u>City Council</u>	\$ 92,331	\$ 111,500	\$ 46,294	\$ 93,200	\$ 116,800
<u>Administrative Services</u>					
City Manager's Office	395,849	436,800	200,445	414,000	474,000
City Clerk	99,227	108,500	53,596	106,600	111,100
Elections	182,595	593,900	218,681	331,800	302,300
Information Services	919,817	976,700	493,743	962,400	968,900
Total Administrative Services	1,597,488	2,115,900	966,465	1,814,800	1,856,300
<u>City Attorney's Office</u>	438,867	487,400	223,724	462,000	499,100
<u>Finance</u>					
Administration	354,487	417,100	194,319	376,400	404,200
Accounting	652,838	776,900	343,520	655,700	750,900
Assessing	447,326	527,200	216,914	491,800	512,900
Financial Operations	722,321	790,100	399,949	742,200	863,400
Purchasing	-	-	-	-	244,900
Duplicating and Mailing	-	-	-	-	4,600
Total Finance	2,176,972	2,511,300	1,154,701	2,266,100	2,780,900
<u>Human Resources</u>					
Administration	644,644	720,000	305,327	641,100	755,800
Purchasing	213,507	238,900	117,739	232,500	-
Duplicating and Mailing	2,255	9,900	1,465	-	-
Total Human Resources	860,406	968,800	424,531	873,600	755,800
<u>Development Services</u>					
Planning	554,819	570,100	331,236	658,000	573,500
Inspections	632,841	692,900	324,399	645,500	726,300
Landmark Commission	891	4,600	6,368	6,500	-
BPAC Commission	3,229	4,000	473	1,100	-
Green Team	697	4,100	1,421	1,600	-
Total Development Services	1,192,477	1,275,700	663,897	1,312,700	1,299,800
Total General Government	6,358,541	7,470,600	3,479,613	6,822,400	7,308,700

*Note: Purchasing and Duplication and Mailing were transferred to Finance beginning in 2017.



City of Eau Claire 2017 Adopted Operating Budget

*General Fund
Budget Comparison*

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
<u>Engineering</u>					
Administration	1,452,037	1,594,600	661,884	1,430,300	1,577,900
GIS	117,238	114,900	19,141	67,200	174,100
Emergency Preparedness	631	13,500	334	600	13,600
Total Engineering	1,569,906	1,723,000	681,359	1,498,100	1,765,600
<u>COMMUNITY SERVICES</u>					
<u>Administration</u>	709,791	790,000	368,833	675,400	789,200
<u>Park Maintenance</u>					
Parks	2,201,339	2,239,000	941,212	2,120,700	2,260,500
Stadiums & Ballfields	594,277	571,100	278,244	591,500	627,000
Neighborhood Play grounds	183,688	170,200	91,448	170,200	209,900
Total Park Maintenance	2,979,305	2,980,300	1,310,904	2,882,400	3,097,400
<u>Recreation</u>					
Carson Park Concessions	96,331	108,100	29,153	97,700	107,500
Recreation Instruction	377,999	409,200	194,625	411,100	330,600
Athletics	127,792	159,400	70,145	132,400	147,100
Indoor Pool Operations	109,939	124,000	49,771	115,500	124,000
Neighborhood Centers	73,476	84,600	35,177	69,700	85,600
Special Community Programs	10,486	14,100	4,498	12,100	14,100
Total Recreation Operations	796,023	899,400	383,369	838,500	808,900
<u>Forestry</u>	530,084	749,600	350,186	627,600	734,800
<u>Building & Grounds Maintenance</u>	618,983	693,800	349,750	671,500	630,200
<u>Streets Operations</u>					
Street Maintenance	2,332,476	2,645,600	672,691	2,264,300	2,629,500
Off Street Maintenance	614,479	675,300	336,057	623,800	566,400
Snow & Ice Control	1,183,225	1,831,900	857,785	1,520,300	1,776,600
Traffic Signs & Signals	478,097	475,200	201,768	430,300	525,900
Street Lighting	969,040	752,800	557,397	949,900	800,300
Total Street Operations	5,577,317	6,380,800	2,625,698	5,788,600	6,298,700
Total Community Services	11,211,503	12,493,900	5,388,740	11,484,000	12,359,200
<u>PUBLIC SAFETY</u>					
<u>Police</u>					
Administration	1,201,252	1,321,000	668,236	1,289,700	1,432,800
Administrative Services	1,489,756	1,579,800	752,299	1,512,500	1,620,600
Patrol Services	8,199,237	8,715,900	4,133,087	8,464,900	8,847,800
Parking & Animal Control	423,394	431,000	229,195	419,900	431,200
Detective Bureau	2,638,201	2,710,700	1,368,074	2,724,900	2,845,900
Communication Center	1,920,596	2,194,400	987,446	1,984,600	2,265,900
Total Police	15,872,436	16,952,800	8,138,337	16,396,500	17,444,200

*Note: Public Works was divided into Community Services and Engineering in 2017.



City of Eau Claire 2017 Adopted Operating Budget

General Fund Budget Comparison

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
<u>PUBLIC SAFETY CONT'D</u>					
Fire					
Administration	\$ 851,904	\$ 927,000	\$ 468,354	\$ 851,000	\$ 972,300
Suppression & Control	7,368,703	7,511,300	3,498,125	7,422,400	7,795,900
Ambulance & Rescue	2,169,802	2,221,500	1,084,223	2,248,500	2,262,800
Prevention & Inspection	517,032	514,400	248,670	522,300	533,900
Total Fire	10,907,440	11,174,200	5,299,372	11,044,200	11,564,900
Total Public Safety	26,779,877	28,127,000	13,437,709	27,440,700	29,009,100
<u>NON-DEPARTMENTAL</u>					
<u>Payments to Other Organizations</u>					
Landmarks Commission	-	-	-	-	-
Public Access	103,000	103,000	51,500	103,000	106,100
Senior Center	40,200	40,200	20,100	40,200	40,200
Total Payments to Other Organizations	143,200	143,200	71,600	143,200	146,300
<u>Subsidies & Transfers</u>					
Operating					
Economic Development	100,000	100,000	100,000	100,000	357,000
Cemetery Maintenance	279,687	294,800	-	294,800	293,000
Parking Utility	34,428	-	-	32,600	-
Transit	720,203	1,128,300	-	1,128,300	1,153,600
Hobbs Ice Center	141,740	90,800	-	90,800	106,100
Fairfax Municipal Pool	54,559	88,700	-	88,700	67,500
Public Library	-	-	-	-	3,041,400
Health Department	-	-	-	-	1,804,300
Total Subsidies & Transfers	1,330,617	1,702,600	100,000	1,735,200	6,822,900
Capital					
Buildings & Equipment	1,630,300	1,454,000	1,454,000	1,454,000	980,600
Streets	1,178,500	379,100	379,100	379,100	-
Transportation Improvements	-	-	-	-	1,766,400
Parks	542,063	-	-	-	-
Bridges	9,200	-	-	-	-
Parking Fund	2,300,000	57,200	57,200	57,200	-
Transit	-	23,000	23,000	23,000	-
Fairfax Municipal Pool	40,000	-	-	-	-
Total Capital	5,700,063	1,913,300	1,913,300	1,913,300	2,747,000
Other					
Insurance & Retirement	131,939	183,400	18,503	183,400	139,000
Contractual Services	60,202	120,300	41,277	120,300	120,300
Special Assessments	44,244	117,200	-	117,200	117,200
Refunds & Reimbursements	4,968	-	8,528	-	-
Annexation Rebates	7,567	6,900	7,427	6,900	7,900
Implementation Reserve	-	-	-	-	67,000
Contingency	-	200,000	-	200,000	200,000
Total Other	248,920	627,800	75,735	627,800	651,400
Total Non-Departmental	7,422,800	4,386,900	2,160,635	4,419,500	10,367,600
TOTAL GENERAL FUND OPERATING	53,342,626	54,201,400	25,148,056	51,664,700	60,810,200
<u>RETIREMENT OF INDEBTEDNESS</u>					
Transfer to Debt Service Fund	7,791,615	7,607,000	1,648,026	7,607,000	8,716,600
GRAND TOTAL - GENERAL FUND	\$ 61,134,241	\$ 61,808,400	\$ 26,796,082	\$ 59,271,700	\$ 69,526,800



City of Eau Claire 2017 Adopted Operating Budget

Other Funds Budget Comparison

	2015 Actual	2016 Adopted	2016 6 Months	2016 Projection	2017 Adopted
Special Revenue Funds					
<u>Economic Development</u>					
Economic Development	\$ 176,608	\$ 210,400	\$ 129,726	\$ 174,400	\$ 216,000
Payments & Transfers					
Eau Claire Area EDC	90,000	88,000	44,000	88,000	88,000
Eau Claire Innovation Center	12,100	14,100	14,100	14,100	15,000
Downtown Partners Fund	80,000	85,000	85,000	85,000	85,000
Redevelopment Authority	700,000	350,000	350,000	350,000	200,000
Other Organizations	29,589	-	-	-	-
Total Payments and Transfers	911,689	537,100	493,100	537,100	388,000
Loans	265,000	-	-	-	-
Total Economic Development	1,353,297	747,500	622,826	711,500	604,000
<u>Community Enhancement</u>					
Administration	2,392	2,400	1,859	2,300	2,400
Outside Organizations					
Visit Eau Claire	1,000,177	1,275,800	637,900	1,194,700	1,223,000
Regional Arts Council	95,200	-	-	-	-
Chippewa Valley Symphony	2,500	-	-	-	-
Chippewa Valley Museum	67,200	-	-	-	-
Paul Bunyan Camp	31,000	-	-	-	-
Children's Museum	4,400	-	-	-	-
Municipal Band	3,500	-	-	-	-
Chippewa Valley Theater Guild	4,500	-	-	-	-
Community Beautification	2,000	-	-	-	-
Eau Claire Chamber Orchestra	2,500	-	-	-	-
Sculpture Tour	2,400	-	-	-	-
Total Outside Organizations	1,215,377	1,275,800	637,900	1,194,700	1,223,000
Subsidies & Transfers					
Capital					
Hobbs Ice Center	85,000	308,900	308,900	308,900	89,900
Parks & Recreation	200,000	-	-	-	250,000
Fairfax Pool	50,000	132,800	132,800	132,800	30,000
Total Capital	335,000	441,700	441,700	441,700	369,900
Operating					
General Fund	115,000	115,000	115,000	115,000	115,000
Hobbs Ice Center	65,000	75,000	75,000	75,000	99,500
Total Operating	180,000	190,000	190,000	190,000	214,500
Total Community Enhancement	1,732,770	1,909,900	1,271,459	1,828,700	1,809,800
Downtown	109,676	119,600	54,706	115,900	122,100
Cemetery Maintenance	419,702	477,400	209,101	423,600	466,700
Hazardous Materials Grants	100,165	122,100	106,271	153,800	115,100
L.E. Phillips Memorial Public Library	3,955,961	4,131,500	2,004,653	3,928,600	4,209,600
City-County Health Department	5,293,924	5,403,300	2,446,109	5,132,900	5,632,800
Police Department K-9 Fund	-	-	-	-	52,500
Community Development Block Grant	741,246	623,600	294,303	955,200	631,000
Landfill Remediation	106,175	150,000	29,676	62,400	150,000
Total Special Revenue Funds	13,812,916	13,684,900	7,039,104	13,312,600	13,793,600
Debt Service Fund - GO Bonds					
Auditing/Arbitrage Rebate	3,967	18,000	3,650	14,500	18,100
Special Services	30,447	25,000	-	25,000	80,400
Principal	6,863,238	5,330,800	5,330,792	5,330,800	6,208,500
Interest	2,536,079	2,345,200	1,216,110	2,345,200	2,508,100
Total Debt Service - GO bonds	9,433,731	7,719,000	6,550,552	7,715,500	8,815,100
Debt Service Fund - Self Supporting					
<u>Debt Service Fund - Special Assessments</u>					
Auditing/Arbitrage Rebate	349	10,800	321	7,300	10,800
Special Services	-	25,000	-	-	80,400
Principal	640,000	480,000	480,000	480,000	320,000
Interest	53,620	29,700	20,100	29,700	12,600
Total Debt Service Fund - Special Assessments	693,969	545,500	500,421	517,000	423,800



City of Eau Claire 2017 Adopted Operating Budget

Other Funds Budget Comparison

	2015 Actual	2016 Adopted	2016 6 Months	2016 Projection	2017 Adopted
<u>Debt Service Fund - Self Supporting Cont'd</u>					
<u>Debt Service Fund - TID #5</u>					
Auditing/Arbitrage Rebate	4,110	2,700	3,062	3,100	2,700
Special Services	18,034	200	150	200	200
Principal	2,755,000	720,000	720,000	720,000	730,000
Interest	117,941	83,700	49,795	83,700	55,500
Total Debt Service Fund TID #5	2,895,085	806,600	773,007	807,000	788,400
<u>Debt Service Fund - TID #6</u>					
Auditing/Arbitrage Rebate	-	-	-	-	-
Special Services	-	-	-	-	-
Principal	115,000	115,000	115,000	115,000	65,000
Interest	9,500	4,900	3,600	4,900	1,300
Total Debt Service Fund TID #6	124,500	119,900	118,600	119,900	66,300
<u>Debt Service Fund - TID #7</u>					
Auditing/Arbitrage Rebate	-	100	-	100	100
Special Services	150	200	150	200	200
Principal	135,000	140,000	140,000	140,000	150,000
Interest	14,300	8,800	5,800	8,800	3,000
Subtotal	149,450	149,100	145,950	149,100	153,300
Total Debt Service - Self Supporting	3,863,003	1,621,100	1,537,978	1,593,000	1,431,800
Total Debt Service Funds	13,296,735	9,340,100	8,088,530	9,308,500	10,246,900
<u>Enterprise Funds</u>					
Water Utility	5,862,471	6,466,500	2,921,361	6,419,900	6,547,900
Sewer Utility	5,682,337	6,436,500	2,864,427	6,183,800	6,614,100
Storm Water Utility	2,397,136	2,427,100	1,068,362	2,417,300	2,377,400
Parking Utility	325,511	298,900	88,814	232,100	478,900
Public Transit	5,234,409	5,603,600	2,633,706	5,260,200	5,858,800
Hobbs Municipal Ice Center	783,053	776,400	407,498	624,200	818,800
Fairfax Municipal Pool	398,226	353,300	161,539	345,200	343,000
Total Enterprise Funds	20,683,143	22,362,300	10,145,708	21,482,700	23,038,900
<u>Internal Service Funds</u>					
Risk Management	2,205,170	2,405,800	1,069,451	2,129,800	2,409,900
Central Equipment	3,178,305	3,697,800	1,549,216	3,217,500	3,572,300
Total Internal Service Funds	5,383,475	6,103,600	2,618,666	5,347,300	5,982,200
<u>Component Units</u>					
Redevelopment Authority	1,312,337	77,300	11,067	75,800	77,500
BID #1 - South Barstow	74,841	84,000	61,057	75,200	128,000
BID #2 - West Grand	10,879	15,000	5,588	6,200	15,000
BID #3 - Water Street	11,070	11,000	10,551	11,000	11,000
BID #4 - North Barstow/Medical	28,272	44,000	27,618	37,200	44,000
Total Component Units	1,437,399	231,300	115,880	205,400	275,500
TOTAL OTHER FUNDS	\$ 54,613,668	\$ 51,722,200	\$ 28,007,888	\$ 49,656,500	\$ 53,337,100

City of Eau Claire, Wisconsin
**2017 Adopted
Operating Budget**
Adopted November 2016



General Fund

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City of Eau Claire 2017 Adopted Operating Budget

GENERAL FUND Budget Summary Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 37,395,763	\$ 37,190,600	\$ 22,661,491	\$ 36,833,600	\$ 44,093,300
Intergovernmental	11,936,742	11,764,700	2,021,232	11,707,600	11,757,000
Licenses & Permits	1,715,363	1,624,200	798,105	1,445,500	1,637,300
Fines & Forfeitures	702,069	672,300	278,318	501,700	544,000
Charges For Services	4,263,383	3,831,000	1,997,478	4,087,200	3,959,200
Charges For Services - Intergovernmental	3,691,777	3,552,100	1,708,437	3,668,200	3,579,200
Miscellaneous	1,441,385	1,027,700	775,966	1,048,800	1,088,800
Other Financing Sources	343,824	125,000	130,023	145,300	125,000
Total Revenues & Other Financing Sources:	61,490,306	59,787,600	30,371,051	59,437,900	66,783,800
Expenditures & Other Financing Uses:					
Personal Services	36,483,136	39,447,000	17,911,515	37,426,000	39,895,100
Contractual Services	6,343,808	7,215,600	3,442,942	6,599,200	7,322,700
Utilities	1,418,017	1,276,700	680,972	1,307,600	1,319,200
Fixed Charges	447,576	626,100	228,996	408,200	693,600
Materials & Supplies	1,397,630	1,636,000	762,546	1,507,900	1,621,700
Contributions & Other Payments	189,505	184,100	97,247	36,900	188,000
Capital Purchases	32,273	-	10,539	33,400	-
Other Financing Uses	14,822,296	11,422,900	3,661,326	11,952,500	18,486,500
Total Expenditures & Other Financing Uses:	61,134,241	61,808,400	26,796,082	59,271,700	69,526,800
Excess (Deficiency) of Funding Sources over Uses	\$ 356,065	\$ (2,020,800)	\$ 3,574,969	\$ 166,200	\$ (2,743,000)
Available Fund Balance:					
Nonspendable:					
Long-term Notes Receivable	\$ 25,000			\$ 25,000	\$ 25,000
Prepaid Items & Inventories	949,477			900,000	900,000
Noncurrent Portion of Advances	3,675,161			3,058,439	4,018,398
Total Nonspendable	4,649,638			3,983,439	4,943,398
Restricted:					
Building Bridges-EC Public Market Donations	75,000			-	-
	75,000			-	-
Assigned:					
Hwy 53 Maintenance	2,093,312			1,968,312	1,968,312
YMCA Land Sale	429,341			429,341	429,341
Turf Financing	43,012			86,024	129,036
Subsequent Year Expense-Hwy 53	125,000			125,000	-
Subsequent Year Expense-CIP	1,895,800			2,618,000	-
Carryover Next Year	28,600			-	-
Total Assigned	4,615,065			5,226,677	2,526,689
Unassigned:					
Working Capital (10% expenditures)	6,100,000			5,927,200	6,952,700
Unassigned	9,702,442			10,171,029	8,142,558
Total Unassigned	15,802,442			16,098,229	15,095,258
Ending Balance	\$ 25,142,145			\$ 25,308,345	\$ 22,565,345
15% of Next Years Expenditures	\$ 9,271,300			\$ 10,429,100	
20% of Next Years Expenditures	12,361,700			13,905,400	
Available for Capital (above 15% limit)	6,531,000			5,669,000	
Unassigned as % of Next Years Exp.	25.6%			23.2%	



City of Eau Claire 2017 Adopted Operating Budget

General Fund Revenue Detail

<u>Revenue Classification</u>	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
<u>Taxes and Special Assessments</u>					
Real & Personal Property Taxes	\$ 33,199,920	\$33,700,900	\$21,370,063	\$33,702,200	\$ 40,335,400
Allowance for Delinquent Taxes	-	(200,000)	-	-	(200,000)
Delinquent Personal Property Taxes	252,045	228,000	114,696	169,000	225,000
Mobile Home Fees	65,560	80,100	36,898	64,200	80,100
Payment in Lieu of Taxes	1,896,059	1,972,500	324,325	1,392,600	2,007,500
Special Assessments	1,982,179	1,409,100	815,509	1,505,600	1,645,300
Total Taxes and Special Assessments	37,395,763	37,190,600	22,661,491	36,833,600	44,093,300
<u>Intergovernmental Revenues</u>					
Federal Aid	128,092	19,000	-	68,800	19,000
State Shared Tax	5,914,970	6,081,100	-	5,895,300	6,081,100
State Expenditure Restraint Program	1,136,786	1,131,700	-	1,128,400	1,131,700
State Aid-Streets	2,899,367	2,899,400	1,440,870	2,844,900	2,881,700
State Aid-Police & Fire	915,629	728,000	571,379	323,200	759,300
Other	941,899	905,500	8,984	1,447,000	884,200
Total Intergovernmental Revenues	11,936,743	11,764,700	2,021,232	11,707,600	11,757,000
<u>Licenses & Permits</u>					
Television Franchise	703,041	700,000	174,278	468,900	700,000
Liquor Licenses	102,575	90,000	95,414	105,500	97,300
Building Permits	379,679	325,000	183,269	333,500	327,300
Construction Permits	265,630	227,000	122,803	243,600	235,000
Occupational Licenses	95,777	119,700	135,436	146,200	142,700
Other	168,661	162,500	86,906	147,800	135,000
Total Licenses & Permits	1,715,363	1,624,200	798,106	1,445,500	1,637,300
<u>Fines & Forfeits</u>					
Court Penalties & Costs	228,616	250,000	124,124	228,000	250,000
Parking Violations	466,469	420,300	152,682	269,500	290,000
Other	6,985	2,000	1,513	4,200	4,000
Total Fines & Forfeits	702,070	672,300	278,318	501,700	544,000
<u>Charges For Services</u>					
Planning & Development Fees	52,684	42,000	28,306	45,600	48,500
Weights & Measures Fees	22,213	19,700	154	17,700	19,700
Development Review Fee	-	2,000	-	600	1,000
Public Works Revenue	41,301	42,500	4,891	50,100	30,000
Landfill Fees	110,407	105,000	57,678	96,600	105,000
Recreational Charges	716,657	761,000	256,122	694,700	761,800
Police Department Fees	179,064	150,600	40,719	134,400	165,000
Ambulance-Hospitals	190,553	170,700	195,724	195,700	195,700
Fire Dept Fees - Taxable	4,087	3,000	1,779	3,800	3,500
Fire Dept Fees - Non-Tax	26,059	16,000	11,583	24,400	16,000
Ambulance - City	2,328,035	1,900,000	1,034,617	2,307,600	2,000,000
Ambulance - Regional	446,832	480,000	211,548	387,300	470,000
Other	145,492	138,500	154,357	128,700	143,000
Total Charges For Services	4,263,383	3,831,000	1,997,478	4,087,200	3,959,200



City of Eau Claire 2017 Adopted Operating Budget

General Fund Revenue Detail

Revenue Classification	2015	2016	2016	2016	2017
	Actual	Adopted	6 Month Actual	Projection	Adopted
Charges For Services - Intergovernmental					
Communication Center	\$ 1,656,758	\$ 1,539,200	\$ 704,122	\$ 1,658,100	\$ 1,588,400
HazMat "B" Contract	89,556	20,400	-	10,700	20,400
Ambulance-Towns	36,952	37,000	36,989	37,000	37,800
Police Liaison	189,025	191,000	101,373	259,300	208,700
Other	-	-	-	-	2,500
Total Charges For Services - Intergovernmental	1,972,291	1,787,600	842,484	1,965,100	1,857,800
Service Charges - Intragovernmental					
HazMat Service Charge	3,000	3,000	1,500	3,100	3,000
Water Utility Service Charge	631,536	643,000	315,768	617,200	626,100
Sewer Utility Service Charge	477,660	485,800	238,830	467,600	475,700
Storm Water Utility Service Charge	401,280	410,900	200,640	393,400	401,500
Public Transit Utility Service Charge	56,058	65,200	35,316	62,900	60,500
Service Charge - Unfunded Pension	145,300	146,100	73,050	145,700	146,600
Service Charge - Other	4,652	10,500	848	13,200	8,000
Total Service Charges - Intragovernmental	1,719,486	1,764,500	865,952	1,703,100	1,721,400
Miscellaneous					
Investment Income	482,179	344,000	208,310	293,100	444,600
Interest on Advances	210,044	178,200	-	249,500	143,600
Interest on Special Assessments	283,441	213,900	260,095	265,800	209,600
Unrealized Gain/Loss on Investment	40,125	-	91,980	(131,900)	-
Build America Bond Rebate	190,624	184,600	94,193	190,600	182,400
Rental Income	59,303	62,000	61,008	62,600	63,600
Other	175,668	45,000	60,380	119,100	45,000
Total Miscellaneous	1,441,385	1,027,700	775,966	1,048,800	1,088,800
Revenues	61,146,482	59,662,600	30,241,028	59,292,600	66,658,800
Other Financing Sources					
Transfer from Community Enhancement	115,000	115,000	115,000	115,000	115,000
Transfer from CDBG	-	-	-	-	-
Sale of Capital Assets	228,824	10,000	15,023	30,300	10,000
Total Other Financing Sources	343,824	125,000	130,023	145,300	125,000
Total Revenues & Other Financing Sources	\$61,490,306	\$59,787,600	\$30,371,051	\$59,437,900	\$ 66,783,800



City of Eau Claire 2017 Adopted Operating Budget

City Council

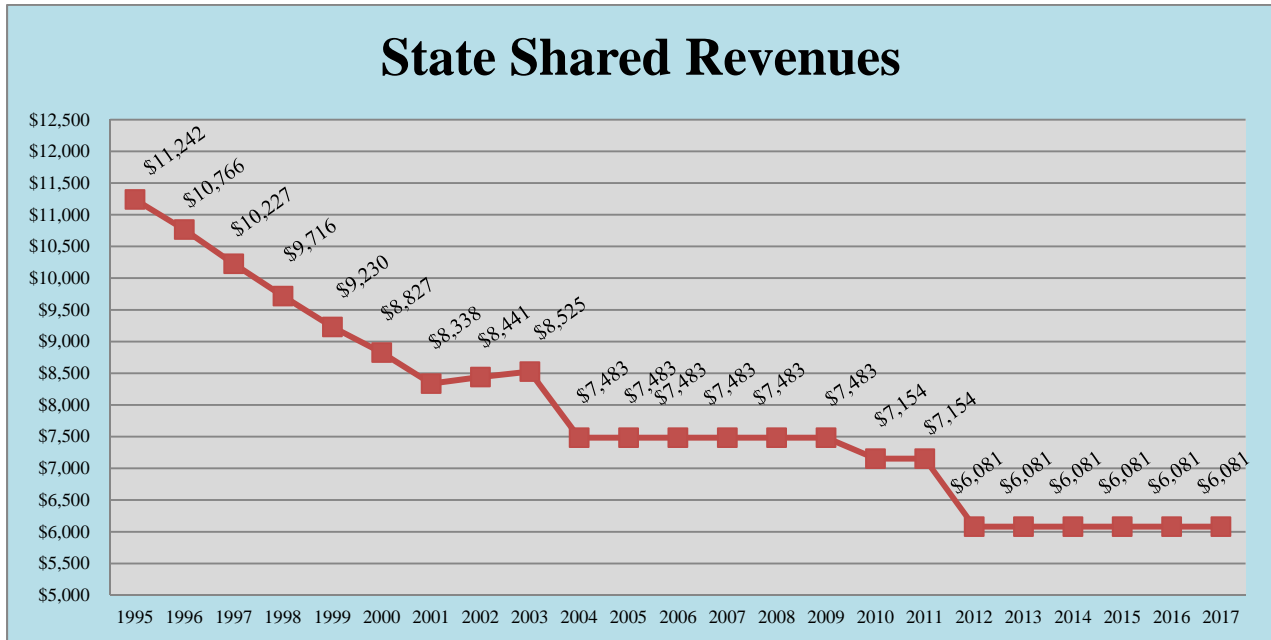
The City is governed by an elected City Council consisting of a Council President elected at large, five Council Members elected at large and five Council Members elected from separate districts. All legislative power is vested in the City Council, which has the responsibility to determine community needs, establish priorities, set policies, adopt an annual budget, and appoint a full-time City Manager to serve as the 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 2017 Adopted Operating Budget

City Council Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 41,861	\$ 42,500	\$ 17,708	\$ 49,700	\$ 47,800
Contractual Services	49,386	67,300	28,007	42,500	67,300
Utilities	-	-	-	-	-
Fixed Charges	430	400	200	400	400
Materials & Supplies	654	1,300	379	600	1,300
Total Expenditures & Other Financing Uses:	<u>\$ 92,331</u>	<u>\$ 111,500</u>	<u>\$ 46,294</u>	<u>\$ 93,200</u>	<u>\$ 116,800</u>



City of Eau Claire 2017 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

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,368,039	\$ 1,796,400	\$ 812,614	\$ 1,570,600	\$ 1,566,300
Contractual Services	192,816	267,500	134,190	208,600	244,000
Utilities	5,455	4,800	3,154	5,200	4,800
Fixed Charges	3,300	3,300	1,650	3,300	3,300
Materials & Supplies	27,878	43,900	14,858	27,100	37,900
Total Expenditures & Other Financing Uses:	\$ 1,597,488	\$ 2,115,900	\$ 966,465	\$ 1,814,800	\$ 1,856,300



City of Eau Claire 2017 Adopted Operating Budget

Administrative Services - City Manager Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 380,274	\$ 385,800	\$ 192,091	\$ 397,300	\$ 423,000
Contractual Services	11,385	37,900	5,683	12,200	37,900
Utilities	632	700	487	700	700
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	2,158	11,000	1,484	2,400	11,000
Total Expenditures & Other Financing Uses:	\$ 395,849	\$ 436,800	\$ 200,445	\$ 414,000	\$ 474,000

Administrative Services - City Clerk / Elections Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 246,941	\$ 594,300	\$ 237,255	\$ 391,900	\$ 334,800
Contractual Services	25,935	86,600	30,251	36,500	63,100
Utilities	1,039	1,600	735	1,100	1,600
Materials & Supplies	7,907	19,900	4,035	8,900	13,900
Total Expenditures & Other Financing Uses:	\$ 281,821	\$ 702,400	\$ 272,277	\$ 438,400	\$ 413,400

Administrative Services - Information Services Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 740,823	\$ 816,300	\$ 383,268	\$ 781,400	\$ 808,500
Contractual Services	155,497	143,000	98,255	159,900	143,000
Utilities	3,785	2,500	1,932	3,400	2,500
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	17,813	13,000	9,339	15,800	13,000
Total Expenditures & Other Financing Uses:	\$ 919,817	\$ 976,700	\$ 493,743	\$ 962,400	\$ 968,900



City of Eau Claire 2017 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 strategies, 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 and Advisory Committee on appointments.

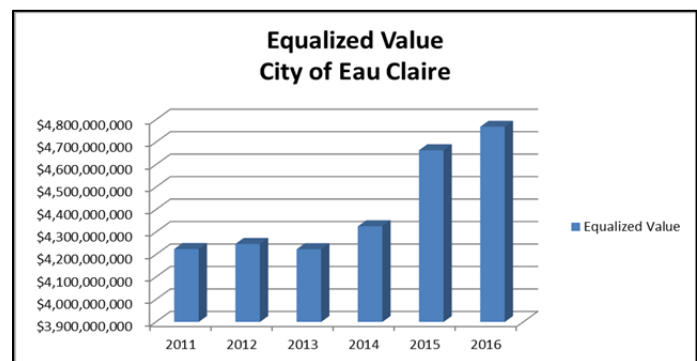
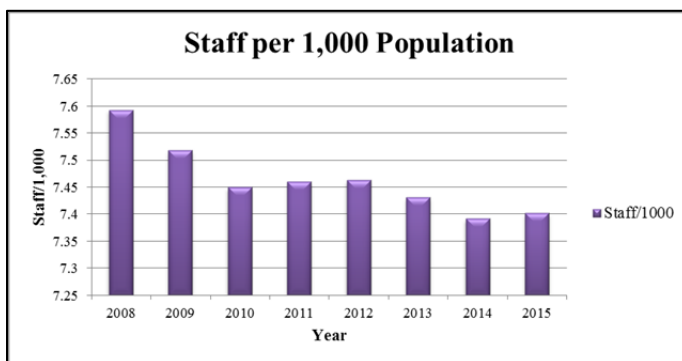
Outputs

- Provide positive operational financial results on a long-term basis.
- Continued growth in the overall market value of the community.
- Maintain staffing level equal to or less than 2008 staffing of approximately 7.6 employees per 1,000 residents.

City Manager Authorized Full-Time

City Manager
Executive Assistant
Media & Communications Specialist

	2015	2016	2017
City Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Media & Communications Specialist	1.00	1.00	1.00
Total FTE Positions	3.00	3.00	3.00





City of Eau Claire 2017 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 February/Spring Primary, April/Spring Election, August/Partisan Primary, and November General/Presidential Election.
- Processed approximately 14,500 absentee ballots and 16,000 voter registration forms.
- Trained over 500 Election Officials (Election Day poll workers).
- 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	2015	2016	2017
City Clerk	1.00	1.00	1.00
Deputy City Clerk	0.00	1.00	1.00
Elections Specialist/Deputy City Clerk	1.00	0.00	0.00
Total FTE Positions	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>



City of Eau Claire 2017 Adopted Operating Budget

Information Technology

Information Technology (IT) 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. IT 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.
- Provide secured, redundant, scalable systems and support to city users for the implementation and continued use of software and hardware.

Outputs

- 47 City staff users are trained and supported for making changes to areas of the web site.
- 3 Datacenters that provides computer, network and storage infrastructure for City staff as a service to accommodate business and workloads in a secure, redundant and scalable way utilizing virtualization technology.
- 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.
- User training of internal technology policies, physical devices and applications.
- 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 Technology Authorized Full-Time

	2015	2016	2017
Information Services Manager	1.00	1.00	1.00
Information Services Technician III	5.00	5.00	0.00
Network Engineer	0.00	0.00	2.00
Systems Engineer	0.00	0.00	3.00
Computer Support Supervisor	1.00	1.00	1.00
Computer Support Specialist	0.00	1.00	1.00
Total FTE Positions	7.00	8.00	8.00



City of Eau Claire 2017 Adopted Operating Budget

City Attorney's Office

The City Attorney's Office serves in an advisory capacity to the City Council, Boards, Commissions, the City Manager, and other City departments. The City's legal department provides a wide array of legal services to its client, the City of Eau Claire, including: prosecute traffic and ordinance violations; draft and update ordinances; negotiate, prepare, and draft contracts, development agreements, real estate documents, use agreements and leases; provide written legal opinions; litigate claims and lawsuits; lead labor negotiations and grievance representation; consult with City employees and public officials, and respond to legal inquiries from the public that relate to the City.

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 State legislative actions.
- Provided legal training to the Eau Claire Police Department, legal opinions and counsel on specific cases, and assisted on use of deadly force investigation report.
- Represented the City as labor negotiator and legal counsel on labor negotiations.
- General legal support to Engineering and Community Services on the parking ramps, street projects, parking, and a wide variety of issues.
- Assisted 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 City's objective of urban redevelopment to increase the tax base through infill and brownfield development in the North Barstow and Cannery Redevelopment Districts and throughout the City.
- Represented the City on claims or lawsuits brought against the City regarding tax increment financing, excessive tax valuation, employment, labor, federal constitutional claims, special assessments, condemnation, and real estate matters.
- Successfully defended an OWI conviction and established a favorable statewide precedent in a case that the City appealed to and ultimately argued before the Wisconsin Supreme Court.
- Served on the Seven Mile Creek Landfill Committee that negotiated a tentative agreement with Advanced Disposal regarding its proposed vertical expansion of the landfill.
- 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 and alcohol related inquiries and procedures that are legally required to ensure that licensees meet statutory requirements and City codes and policies.
- Prosecuted City ordinance and traffic citations and provided legal advice and training on their proper issuance to provide a safe, healthy, and livable neighborhood within the City.

City Attorney Authorized Full-Time	2015	2016	2017
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 2017 Adopted Operating Budget

*City Attorney
Expenditure Summary*

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 406,998	\$ 442,100	\$ 208,116	\$ 429,700	\$ 454,600
Contractual Services	15,652	28,500	9,551	16,500	30,900
Utilities	670	600	349	600	600
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	14,147	14,800	5,007	13,800	11,600
Total Expenditures & Other Financing Uses:	<u>\$ 438,867</u>	<u>\$ 487,400</u>	<u>\$ 223,724</u>	<u>\$ 462,000</u>	<u>\$ 499,100</u>



City of Eau Claire 2017 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.



Finance Department Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,878,914	\$ 2,102,300	\$ 953,122	\$ 1,965,200	\$ 2,294,900
Contractual Services	260,714	355,600	184,798	262,900	423,500
Utilities	5,131	5,600	2,819	4,700	6,800
Fixed Charges	13,400	13,400	6,700	13,400	14,200
Materials & Supplies	18,813	34,400	7,262	19,900	41,500
Total Expenditures & Other Financing Uses:	\$ 2,176,972	\$ 2,511,300	\$ 1,154,701	\$ 2,266,100	\$ 2,780,900

*Notes: 1) The Purchasing Division was transferred to the Finance Department beginning in 2017.

2) Human Resources included expenditures for mailing and duplicating. These were transferred to Finance in 2017.



City of Eau Claire 2017 Adopted Operating Budget

Finance Department - Finance Administration Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 344,165	\$ 394,800	\$ 185,535	\$ 361,500	\$ 382,100
Contractual Services	6,917	14,000	7,140	11,100	13,900
Utilities	676	600	411	700	600
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	1,729	6,700	733	2,100	6,600
Total Expenditures & Other Financing Uses:	\$ 354,487	\$ 417,100	\$ 194,319	\$ 376,400	\$ 404,200

Finance Department - Accounting Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 561,326	\$ 632,000	\$ 277,316	\$ 563,100	\$ 636,700
Contractual Services	85,390	134,500	63,385	85,700	103,800
Utilities	1,289	1,200	666	1,100	1,200
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	3,033	7,400	1,253	4,000	7,400
Total Expenditures & Other Financing Uses:	\$ 652,838	\$ 776,900	\$ 343,520	\$ 655,700	\$ 750,900

Finance Department - Assessing Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 390,513	\$ 449,200	\$ 201,272	\$ 444,500	\$ 434,900
Contractual Services	39,378	55,700	7,918	30,600	55,700
Utilities	933	1,000	507	800	1,000
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	8,701	13,500	3,317	8,100	13,500
Total Expenditures & Other Financing Uses:	\$ 447,326	\$ 527,200	\$ 216,914	\$ 491,800	\$ 512,900



City of Eau Claire 2017 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.
- Ensure the City's debt is in compliance with the State of Wisconsin and City Council requirements. (See Section E)
- Received a bond rating of "Aa1" from Moody's Investors Service on the 2016 bond issue.
- Reviewed the terms and conditions of dozens of grants and contract agreements.

Finance Administration Authorized Full-Time	2015	2016	2017
Director of Finance	1.00	0.00	0.00
Finance Director	0.00	1.00	1.00
Accountant Analyst	1.00	0.00	0.00
Project & Acquisition Analyst	0.00	1.00	0.00
Budget Analyst	0.00	1.00	2.00
Account Clerk II/Finance Secretary	1.00	0.00	0.00
Total FTE Positions	3.00	3.00	3.00



City of Eau Claire 2017 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 \$18.6 million for long-term debt obligations.
- Processed payroll payments for over 1,200 employees.
- Issued 5,700 accounts payable checks for various service and supplies.
- Managed the City's financial system utilizing over 9,600 accounts to track and record all financial transactions.
- Administered the Travel and Training Policy and processed 350 training/travel statements.
- Reconciled and distributed \$107 million of property tax and special assessment collections.
- Calculated four tax mill rates for properties within the City (includes two Counties and three school districts).

Accounting Services Authorized Full-Time	2015	2016	2017
Accounting Supervisor	1.00	0.00	0.00
Accounting Manager	0.00	1.00	1.00
Senior Accountant	1.00	0.00	0.00
Lead Accountant	0.00	1.00	1.00
Accountant I	3.00	0.00	0.00
Accountant	0.00	3.00	3.00
Payroll Specialist	1.00	1.00	1.00
Fiscal Associate II	0.00	2.00	2.00
Accounting Technician	2.00	0.00	0.00
Total FTE Positions	8.00	8.00	8.00



City of Eau Claire 2017 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	2015	2016	2017
City Assessor	1.00	1.00	1.00
Property Assessor II	3.00	3.00	3.00
Property Assessment Technician	0.00	1.00	1.00
Property Assessment Aide	1.00	0.00	0.00
Total FTE Positions	5.00	5.00	5.00



City of Eau Claire 2017 Adopted Operating Budget

Finance: Financial Operations

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

Objectives

- Provide accurate, timely information that complies with Federal, State and 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 approximately 25,000 tax bills.
- Processed approximately 112,000 accounts receivable bills.
- Received over 140,000 payments for utility bills, licenses, permits and other City revenue sources.
- Managed several financial systems.

Financial Operations Authorized Full-Time	2015	2016	2017
Financial Services Manager	1.00	0.00	0.00
Financial Operations Manager	0.00	1.00	1.00
Financial Services Supervisor	1.00	0.00	0.00
Financial Operations Lead	0.00	1.00	1.00
Account Systems Analyst	0.00	1.00	1.00
Account Clerk II	2.00	0.00	0.00
Fiscal Associate II	0.00	4.00	4.00
Accounting Technician	2.00	0.00	0.00
Fiscal Associate I	0.00	2.00	2.00
Account Clerk I	3.00	0.00	0.00
Total FTE Positions	9.00	9.00	9.00



City of Eau Claire 2017 Adopted Operating Budget

Finance: Purchasing

The Purchasing division of Finance 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	2015	2016	2017
Buyer	1.00	1.00	1.00
Purchasing Technician	1.00	1.00	1.00
Total FTE Positions	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>





City of Eau Claire 2017 Adopted Operating Budget

Human Resources

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.

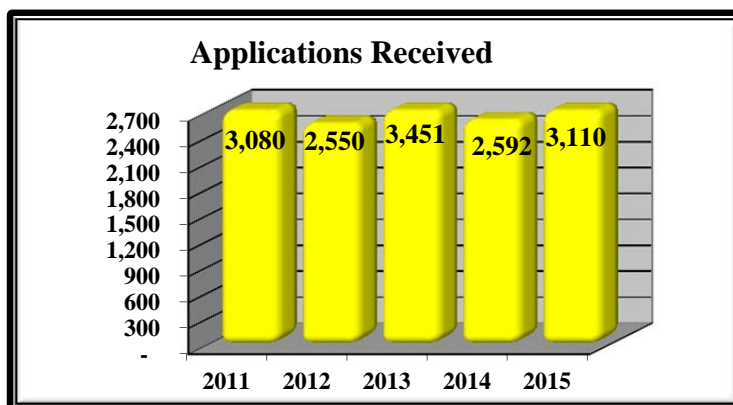
Objectives

- 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 3,110 employment applications, and 723 personnel actions.
- Filled 64 regular positions, with 30 external recruitments, 10 internal recruitments, and numerous part-time and seasonal positions.
- Administered numerous training programs to improve employee and supervisor 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.
- Implemented reporting requirements for the Affordable Care Act.
- Completed a wage and compensation study.

Human Resources Authorized Full-Time	2015	2016	2017
Director of Human Resources	1.00	0.00	0.00
Human Resources Director	0.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00
Personnel Technician	1.00	0.00	0.00
Human Resources Specialist	0.00	2.00	2.00
Benefits Specialist	1.00	0.00	0.00
Human Resources Benefits Specialist	0.00	1.00	1.00
Human Resources Secretary	1.00	0.00	0.00
Total FTE Positions	5.00	5.00	5.00





City of Eau Claire 2017 Adopted Operating Budget

Human Resources Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 656,512	\$ 700,700	\$ 301,419	\$ 650,000	\$ 552,300
Contractual Services	191,679	244,900	115,059	206,700	190,900
Utilities	1,634	2,800	822	1,400	1,600
Fixed Charges	2,200	2,200	1,100	2,200	1,400
Materials & Supplies	8,381	18,200	6,131	13,300	9,600
Total Expenditures & Other Financing Uses:	<u>\$ 860,406</u>	<u>\$ 968,800</u>	<u>\$ 424,531</u>	<u>\$ 873,600</u>	<u>\$ 755,800</u>

*Notes: 1) The Purchasing Division was transferred to the Finance Department beginning in 2017.

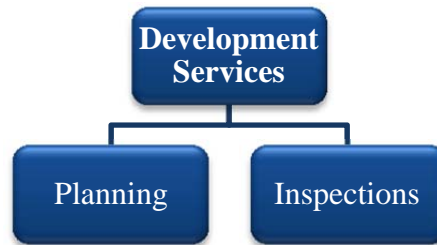
2) Human Resources included expenditures for mailing and duplicating. These were transferred to Finance in 2017.



City of Eau Claire 2017 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.



Development Services Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,095,505	\$ 1,166,800	\$ 541,974	\$ 1,135,400	\$ 1,190,900
Contractual Services	57,051	65,000	102,916	144,300	69,600
Utilities	2,249	4,200	1,313	2,300	4,200
Fixed Charges	13,235	12,900	6,500	12,900	12,900
Materials & Supplies	18,333	26,800	4,195	10,800	22,200
Contributions & Other Payments	6,104	-	7,000	7,000	-
Total Expenditures & Other Financing Uses:	<u>\$ 1,192,477</u>	<u>\$ 1,275,700</u>	<u>\$ 663,897</u>	<u>\$ 1,312,700</u>	<u>\$ 1,299,800</u>

*Note: Development Services includes funding for Landmark Commission, BPAC, and Green Team.



City of Eau Claire 2017 Adopted Operating Budget

Development Services - Planning Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 509,954	\$ 534,100	\$ 253,980	\$ 538,900	\$ 524,800
Contractual Services	24,783	18,300	67,035	111,900	31,000
Utilities	1,090	1,400	589	1,000	1,400
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	11,287	14,700	1,833	6,800	14,700
Contributions & Other Payments	6,104	-	7,000	7,000	-
Total Expenditures & Other Financing Uses:	<u>\$ 554,819</u>	<u>\$ 570,100</u>	<u>\$ 331,236</u>	<u>\$ 667,200</u>	<u>\$ 573,500</u>

Development Services - Inspections Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 585,551	\$ 632,700	\$ 287,994	\$ 596,500	\$ 666,100
Contractual Services	29,429	38,600	27,982	32,400	38,600
Utilities	1,159	2,800	724	1,300	2,800
Fixed Charges	11,635	11,300	5,700	11,300	11,300
Materials & Supplies	5,068	7,500	2,000	4,000	7,500
Total Expenditures & Other Financing Uses:	<u>\$ 632,841</u>	<u>\$ 692,900</u>	<u>\$ 324,399</u>	<u>\$ 645,500</u>	<u>\$ 726,300</u>



City of Eau Claire 2017 Adopted Operating Budget

Development Services: Planning

The Development Services division is part of the Community Development Department. Planning defines future development of the City through the comprehensive planning process. In addition, Planning 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 regarding code compliance by providing user-friendly documents, processes, and customer contacts.

Outputs

- Provided development review assistance to developers, applicants, and interested citizens.
- Provided written reviews to City boards and commissions on over 200 applications annually.
- Prepared ordinance revisions for development-related codes.
- Provided assistance and information to citizens concerning development proposals, protest petitions and community planning.
- Prepared the annual Development Map and Report.
- Responded to citizen requests for information.
- Prepared and updated 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.

Boards & Commissions

Plan Commission
 Board of Zoning Appeals
 Redevelopment Authority
 Waterways Commission
 Landmarks Commission
 Bicycle & Pedestrian Committee

Business Associations

South Barstow BID
 West Grand Avenue BID
 Water Street BID
 North Barstow/Medical BID
 Downtown Eau Claire Inc. (DECI)
 All Neighborhood Associations

Development Services - Planning Authorized Full-Time

	2015	2016	2017
Director of Community Development	1.00	0.00	0.00
Community Development Director	0.00	1.00	1.00
Community Development Secretary	1.00	0.00	0.00
Administrative Associate III	0.00	1.00	1.00
Senior Planner	1.00	1.00	1.00
Project Coordinator	1.00	0.00	0.00
Associate Planner	1.00	2.00	2.00
Total FTE Positions	5.00	5.00	5.00



City of Eau Claire 2017 Adopted Operating Budget

Development Services: Inspections

The Development Services division is part of the Community Development Department. Inspections staff are responsible for enforcing all City and State codes pertaining to construction and land use permits. In addition, Inspections staff work with the Health and Fire Departments in administering property maintenance codes.

Objectives

- Protect public welfare 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

- Issued over 4,500 permits and conduct over 9,000 inspections annually.
- Completed over 800 inspections annually on municipal ordinance violations.
- Responded to citizen requests for information.
- Provided direct support to the Building Code Committee and the Board of Heating Examiners.
- Prepared permit and fee summary reports.

Development Services- Inspections Authorized Full-Time	2015	2016	2017
Senior Building Official I	1.00	0.00	0.00
Senior Building Official	0.00	1.00	1.00
Commercial Plumbing and UDC Inspector I	1.00	0.00	0.00
Commercial Electrical and UDC Inspector I	1.00	0.00	0.00
Commercial Building and UDC Inspector I	1.00	0.00	0.00
Commercial HVAC, Plumbing and UDC Inspector	1.00	0.00	0.00
Building Inspector	0.00	4.00	4.00
Code Compliance Inspector	1.00	1.00	1.00
Inspections Technician	1.00	1.00	1.00
Total FTE Positions	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>



City of Eau Claire 2017 Adopted Operating Budget

Engineering

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

- Administered three new development agreements resulting in the construction of \$1.1 million of street and utility improvements constructed by private developers in 2015.
- 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.

Engineering	2015	2016	2017
Authorized Full-Time			
City Engineer	0.00	1.00	1.00
Deputy City Engineer	0.00	2.00	2.00
Transportation Engineer	0.00	1.00	1.00
Civil Engineer III	0.00	1.00	1.00
Civil Engineer II	0.00	1.00	1.00
Senior Surveyor	1.00	0.00	0.00
City Surveyor	0.00	1.00	1.00
Engineering Technician III	2.00	2.00	2.00
Engineering Technician II	1.00	1.00	1.00
Engineering Services Technician	1.00	1.00	1.00
Engineering Technician I	1.00	1.00	1.00
Administrative Associate II	0.00	1.00	1.00
Clerk III	1.00	0.00	0.00
Engineering Aide	0.00	1.00	1.00
Engineering Aide II	1.00	0.00	0.00
Community Service Supervisor	0.00	0.00	1.00
Total FTE Positions	8.00	14.00	15.00



City of Eau Claire 2017 Adopted Operating Budget

Engineering Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,434,621	\$ 1,536,900	\$ 592,610	\$ 1,364,200	\$ 1,572,400
Contractual Services	98,464	137,700	54,598	80,800	143,400
Utilities	3,506	4,200	1,661	3,100	4,300
Fixed Charges	19,400	19,400	9,700	19,400	19,400
Materials & Supplies	13,914	24,800	22,790	30,700	26,100
Total Expenditures & Other Financing Uses:	<u>\$ 1,569,906</u>	<u>\$ 1,723,000</u>	<u>\$ 681,359</u>	<u>\$ 1,498,200</u>	<u>\$ 1,765,600</u>



City of Eau Claire 2017 Adopted Operating Budget

Community Services: Overview

The Community Services Department is responsible for maintaining city streets and municipal buildings, operating the public transit system, operating city water and wastewater treatment plants. The Community Services Department is comprised of Community Services Administration, Building and Grounds Maintenance, Forestry, Recreation, Park Maintenance and Streets Operations.



Community Services Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 5,980,636	\$ 6,825,600	\$ 2,835,499	\$ 6,178,600	\$ 6,613,600
Contractual Services	2,949,420	3,289,200	1,380,940	3,029,100	3,335,300
Utilities	1,260,395	1,089,500	604,111	1,162,200	1,125,100
Fixed Charges	59,800	154,800	54,650	251,300	155,300
Materials & Supplies	901,314	1,100,800	500,309	811,600	1,096,100
Capital Purchases	32,273	-	10,539	21,300	-
Contributions & Other Payments	27,666	34,000	2,692	29,800	33,800
Total Expenditures & Other Financing Uses:	<u>\$ 11,211,504</u>	<u>\$ 12,493,900</u>	<u>\$ 5,388,739</u>	<u>\$ 11,483,900</u>	<u>\$ 12,359,200</u>



City of Eau Claire 2017 Adopted Operating Budget

Community Services - Administration Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 625,119	\$ 660,300	\$ 326,430	\$ 595,100	\$ 674,500
Contractual Services	49,362	86,500	31,617	52,900	76,500
Utilities	2,898	2,500	1,597	2,600	2,500
Fixed Charges	2,100	4,800	1,050	2,000	4,800
Materials & Supplies	30,313	35,900	8,138	22,800	30,900
Total Expenditures & Other Financing Uses:	\$ 709,792	\$ 790,000	\$ 368,832	\$ 675,400	\$ 789,200

Community Services - Building & Ground Maintenance Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 386,892	\$ 405,900	\$ 223,830	\$ 438,400	\$ 339,500
Contractual Services	54,249	78,200	29,433	59,300	82,400
Utilities	103,025	134,700	51,332	93,200	138,300
Fixed Charges	41,100	41,100	20,550	38,400	41,100
Materials & Supplies	33,718	33,900	24,606	42,300	28,900
Total Expenditures & Other Financing Uses:	\$ 618,983	\$ 693,800	\$ 349,750	\$ 671,600	\$ 630,200

Community Services - Forestry Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 378,269	\$ 521,200	\$ 250,726	\$ 451,100	\$ 503,000
Contractual Services	127,332	202,400	87,669	154,600	206,100
Utilities	696	1,000	297	600	1,000
Fixed Charges	7,100	7,100	3,550	7,100	7,100
Materials & Supplies	16,686	17,900	7,944	14,200	17,600
Total Expenditures & Other Financing Uses:	\$ 530,084	\$ 749,600	\$ 350,186	\$ 627,600	\$ 734,800



City of Eau Claire 2017 Adopted Operating Budget

Community Services - Park Maintenance Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,503,033	\$ 1,947,000	\$ 830,680	\$ 1,898,400	\$ 2,025,300
Contractual Services	368,858	494,100	237,753	481,900	504,600
Utilities	147,188	309,400	116,492	287,300	328,300
Fixed Charges	33,766	34,500	7,121	174,400	34,500
Materials & Supplies	116,222	195,300	108,319	19,100	204,700
Capital Purchases	32,273		10,539	21,300	-
Total Expenditures & Other Financing Uses:	\$ 2,201,339	\$ 2,980,300	\$ 1,310,904	\$ 2,882,400	\$ 3,097,400

Community Services - Recreation Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 937,148	\$ 544,000	\$ 218,985	\$ 505,500	\$ 464,100
Contractual Services	269,260	187,500	105,836	194,900	177,900
Utilities	163,079	1,000	-	-	1,000
Fixed Charges	15,064	14,800	8,084	15,000	15,300
Materials & Supplies	161,773	118,100	47,771	93,300	116,800
Contributions & Other Payments	27,666	34,000	2,692	29,800	33,800
Total Expenditures & Other Financing Uses:	\$ 1,573,989	\$ 899,400	\$ 383,369	\$ 838,500	\$ 808,900

Community Services - Streets Operations Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 2,150,176	\$ 2,747,200	\$ 984,848	\$ 2,290,100	\$ 2,607,200
Contractual Services	2,080,360	2,240,500	888,632	2,085,500	2,287,800
Utilities	843,509	640,900	434,394	778,500	654,000
Fixed Charges	(39,330)	52,500	14,295	14,400	52,500
Materials & Supplies	542,602	699,700	303,530	619,900	697,200
Total Expenditures & Other Financing Uses:	\$ 5,577,317	\$ 6,380,800	\$ 2,625,698	\$ 5,788,400	\$ 6,298,700



City of Eau Claire 2017 Adopted Operating Budget

Community Services: 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 Community Services division.

Objectives

- Provide administrative support, budgeting, and general services to the Community Services 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 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 City Council, Plan Commission, and Parks and Waterways Commission.

Community Services - Administration

Authorized Full-Time

	2015	2016	2017
Director of Public Works	1.00	0.00	0.00
Public Works Director	0.00	1.00	1.00
Administrative Associate IV	0.00	1.00	1.00
Administrative Assistant	1.00	0.00	0.00
Business Analyst	0.00	0.00	0.50
Public Works Analyst	1.00	0.00	0.00
Engineering Tech II	0.00	1.00	0.00
Administrative Associate III	0.00	1.00	1.00
Secretary	1.00	0.00	0.00
Administrative Associate II	0.00	1.00	1.00
Clerk III	1.00	0.00	0.00
Total FTE Positions	5.00	5.00	4.50



City of Eau Claire 2017 Adopted Operating Budget

Community Services: 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. 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 \$4.85 in 2016) (Actual cost in 2015 = \$4.34)
- Provide custodial service, operate and maintain public library building and grounds at a cost less than \$5.00 per square foot. (Projected cost of \$2.00 in 2016) (Actual cost in 2015 = \$1.71)
- Provide custodial service operation and maintenance of the Central Maintenance building at 910 Forest Street and 1040 Forest Street. (Projected cost of \$2.10 in 2016) (Actual cost in 2015 = \$1.80)
- Provide custodial service operation and maintenance for all other city buildings as needed and requested.

Community Services - Building & Grounds Authorized Full-Time

Building, Grounds, & Fleet Manager
 Building Services Supervisor
 Community Service Worker I
 Custodian

	2015	2016	2017
Building, Grounds, & Fleet Manager	1.00	0.00	0.00
Building Services Supervisor	1.00	1.00	0.00
Community Service Worker I	0.00	7.00	7.00
Custodian	6.00	0.00	0.00
Total FTE Positions	8.00	8.00	7.00





City of Eau Claire 2017 Adopted Operating Budget

Community Services: 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 systems. 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 programs 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 2015.
- Prepared and seal coated 13 miles of streets in 2015.
- Crack sealed 12.11 miles of asphalt streets in 2015.
- Spray patch 5.43 miles of city streets.
- Repaired 1.56 miles of bike trails.
- Used 1,051 tons of hot mixed asphalt for street repairs and patching utilities.
- 406 catch basins, sanitary and storm sewer manholes reset or replaced.
- 265 cubic yards of concrete poured for sidewalks, islands, and curb and gutter.
- Continued to improve operational efficiencies by coordinating crews to limit time that street repairs are open.
- Started using non corrosive materials for rebuilding catch basins and manholes.

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 390 properties with 96 being removed by city street crews in 2015.
- Sidewalk clearance notices sent to 311 properties with 83 being cleared by a private contractor hired by the city during the winter of 2015/2016.
- 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 20 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.

- 10,493 total lane miles swept in 2015 collecting 9,478 cubic yards of debris.
- Screened trash and organic material from all street sweepings. Final product will be used as fill sand for approved projects.



City of Eau Claire 2017 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 \$24,850 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 2015, the sign shop replaced or installed 145 street name signs, 424 regulatory signs, 56 way finding signs, 35 parks signs, 21 transit signs, and 65 warning signs.
- Painted 376 crosswalks, 226 cross blocks, 44 arrows, 12 bike symbols, and 11 parking lots.

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.



City of Eau Claire 2017 Adopted Operating Budget

Community Services - Street Maint Operations Authorized Full-Time

	2015	2016	2017
Street Maintenance Manager	1.00	0.00	0.00
Streets Manager	0.00	1.00	1.00
Supervisor	3.00	0.00	0.00
Community Service Supervisor	0.00	3.00	2.00
Administrative Associate II	0.00	1.00	1.00
Clerk III	1.00	0.00	0.00
Electrician/Traffic Signal Technician	1.00	0.00	0.00
Electrician I	0.00	1.00	1.00
Electrician II	0.00	0.00	1.00
Skilled Worker II	1.00	0.00	0.00
Community Service Worker II	0.00	2.00	2.00
Heavy Equipment Operator	12.00	0.00	0.00
Skilled Worker I	2.00	0.00	0.00
Skilled Worker/Sign Shop	2.00	0.00	0.00
Skilled Worker/Sign Shop Painter	1.00	0.00	0.00
Tandem Operator	4.00	0.00	0.00
Community Service Worker I	0.00	28.00	27.00
Light Equipment Operator	8.00	0.00	0.00
Total FTE Positions	36.00	36.00	35.00





City of Eau Claire 2017 Adopted Operating Budget

Community Services: Parks 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, horticultural practices, ball diamond preparation, stadiums, outdoor winter sports, 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

Community Services - Parks Maintenance		2015	2016	2017
Authorized Full-Time				
Supervisor		2.00	0.00	0.00
Community Services Supervisor		0.00	2.00	3.00
Clerk III		1.00	0.00	0.00
Administrative Associate II		0.00	1.00	1.00
Construction Skilled Worker		1.00	0.00	0.00
Mechanical Skilled Worker II		1.00	0.00	0.00
Skilled Worker - Pool Operator		1.00	0.00	0.00
Community Service Worker II		0.00	4.00	4.00
Community Service Worker I		0.00	11.00	11.00
Arborist I		1.00	1.00	1.00
Heavy Equipment Operator		1.00	0.00	0.00
Skilled Worker I		10.00	0.00	0.00
Semi-Skilled Worker		1.00	0.00	0.00
Skilled Worker/Playground Safety Specialist		1.00	0.00	0.00
Landscape Technician		1.00	1.00	1.00
Total FTE Positions		21.00	20.00	21.00

Park Maintenance Service Activity					
	2011	2012	2013	2014	2015
Park Acreage Maintained	364	364	377	377	377
Pavilion Rentals	997	1,024	973	1,101	1,005
Carson Baseball Stadium Games Played	124	140	104	130	125
Carson Football Stadium Hours Rented	867	920	1,022	1,041	713
Trail Usage *	125,665	201,269	197,286	166,725	234,565
Volunteers	900	1,000	781	300	340
Cross Country Ski Trails Maintained (Miles)	6	6	6	6	6
Athletic Fields Prepped for Games	2,479	2,271	1,872	1,912	2,048

*Trail out of service for two months in 2014



City of Eau Claire 2017 Adopted Operating Budget

Community Services: 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.

Community Services - Recreation Authorized Full-Time	2015	2016	2017
Superintendent of Recreation	1.00	0.00	0.00
Recreation Manager	0.00	1.00	1.00
Facility & Program Supervisor	0.00	1.00	1.00
Program Supervisor	1.00	0.00	0.00
Total FTE Positions	2.00	2.00	2.00

Recreation Service Activity					
	2011	2012	2013	2014	2015
Aquatic	3,989	3,061	3,209	3,221	2,643
Instruction	1,748	1,695	1,818	1,917	2,052
Athletics	4,625	4,356	3,355	3,668	5,570
Specialized Recreation	279	261	240	287	252
Outdoor Skating Rinks	11,534	5,756	13,563	13,252	10,387
Event and Partnership Programs	1,686	14,713	8,208	16,849	17,404
Volunteers	593	649	654	630	648



City of Eau Claire 2017 Adopted Operating Budget

Community Services: 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 Forestry Division is responsible for planting new trees, removing diseased trees, and removing and preventing safety hazards to citizens and property. Forestry also administers the boulevard tree rebate program and provides consulting to the Engineering Division relating to trees on reconstruction projects and tree/sidewalk conflicts. In addition, the Division removes tree stumps and responds to storm damage.

Objectives

- Maintain a healthy, thriving urban forest canopy 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.
- Updated 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.
- Developed an agreement with Wisconsin Urban Wood to recycle community trees.

Community Services - Forestry Authorized Full-Time	2015	2016	2017
Superintendent of Parks, Forestry and Cemetery	1.00	0.00	0.00
Parks, Forestry & Cemetery Manager	0.00	1.00	1.00
Tree Trimmer II	1.00	0.00	0.00
Community Services Supervisor	0.00	1.00	1.00
Arborist I	3.00	4.00	4.00
Total FTE Positions	5.00	6.00	6.00

Forestry Service Activity					
	2011	2012	2013	2014	2015
Memorial Trees Planted	1	4	5	3	8
Tree/Stump Removals	300	587	229	658	583
Merry Mulch	3,600	4,250	4,500	4,000	N/A**
Dutch Elm Disease Prevention	4	18	8	14	23
Oak Wilt Management - Hours	60	41	42	45	38
Storm Clean-up - Hours	277	3,055*	47	225	248
Trees Inventoried	531	771	532	719	560

* Storm May 24, 2012

** Due to private brush site operation



City of Eau Claire 2017 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.



Police Department Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 13,861,450	\$ 14,756,000	\$ 6,988,854	\$ 14,236,300	\$ 15,222,100
Contractual Services	1,580,989	1,792,500	947,367	1,717,000	1,811,600
Utilities	64,102	81,200	28,626	60,400	84,600
Fixed Charges	144,400	144,400	72,200	144,400	144,400
Materials & Supplies	221,494	178,700	101,290	226,300	181,500
Capital Purchases	-	-	-	12,100	-
Total Expenditures & Other Financing Uses:	<u>\$ 15,872,436</u>	<u>\$ 16,952,800</u>	<u>\$ 8,138,337</u>	<u>\$ 16,396,500</u>	<u>\$ 17,444,200</u>



City of Eau Claire 2017 Adopted Operating Budget

Police - Administration Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 783,186	\$ 824,000	\$ 413,249	\$ 804,400	\$ 952,000
Contractual Services	404,196	484,100	249,920	474,200	466,600
Utilities	2,086	1,900	1,137	1,900	2,400
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	9,984	9,200	3,029	7,400	10,000
Total Expenditures & Other Financing Uses:	<u>\$ 1,201,252</u>	<u>\$ 1,321,000</u>	<u>\$ 668,236</u>	<u>\$ 1,289,700</u>	<u>\$ 1,432,800</u>

Police - Administrative Services Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,340,735	\$ 1,439,100	\$ 680,937	\$ 1,391,000	\$ 1,466,600
Contractual Services	81,266	71,300	46,423	75,400	83,500
Utilities	6,069	5,200	3,232	5,400	7,200
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	50,185	52,700	15,958	29,200	51,800
Total Expenditures & Other Financing Uses:	<u>\$ 1,489,756</u>	<u>\$ 1,579,800</u>	<u>\$ 752,299</u>	<u>\$ 1,512,500</u>	<u>\$ 1,620,600</u>

Police - Patrol Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 7,609,383	\$ 8,136,900	\$ 3,824,940	\$ 7,813,500	\$ 8,247,200
Contractual Services	778,673	799,300	415,448	788,700	820,600
Utilities	22,594	27,700	7,799	19,500	27,800
Fixed Charges	98,900	98,900	49,450	98,900	98,900
Materials & Supplies	113,081	84,100	64,644	152,100	84,500
Capital Purchases	-	-	-	12,100	-
Total Expenditures & Other Financing Uses:	<u>\$ 8,622,631</u>	<u>\$ 9,146,900</u>	<u>\$ 4,362,282</u>	<u>\$ 8,884,800</u>	<u>\$ 9,279,000</u>



City of Eau Claire 2017 Adopted Operating Budget

Police - Detective Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 2,379,971	\$ 2,428,100	\$ 1,231,754	\$ 2,461,800	\$ 2,556,700
Contractual Services	184,120	225,200	105,101	199,700	228,300
Utilities	6,178	5,600	3,410	6,100	6,700
Fixed Charges	27,500	27,500	13,750	27,500	27,500
Materials & Supplies	40,432	24,300	14,060	29,800	26,700
Total Expenditures & Other Financing Uses:	<u>\$ 2,638,201</u>	<u>\$ 2,710,700</u>	<u>\$ 1,368,074</u>	<u>\$ 2,724,900</u>	<u>\$ 2,845,900</u>

Police - Communication Center Expenditure Summary

	<u>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,748,175	\$ 1,927,900	\$ 837,974	\$ 1,765,600	\$ 1,999,600
Contractual Services	132,734	212,600	130,474	179,000	212,600
Utilities	27,175	40,800	13,048	27,500	40,500
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	7,812	8,400	3,600	7,800	8,500
Total Expenditures & Other Financing Uses:	<u>\$ 1,920,596</u>	<u>\$ 2,194,400</u>	<u>\$ 987,446</u>	<u>\$ 1,984,600</u>	<u>\$ 2,265,900</u>





City of Eau Claire 2017 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 Administrative Division Manager assists in preparing, managing and allocating the Department's \$17.5 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

	2015	2016	2017
Police Chief	1.00	1.00	1.00
Administrative Associate III	0.00	1.00	1.00
Police Secretary	1.00	0.00	0.00
Total FTE Positions	2.00	2.00	2.00

Police Department - Admin. Services Authorized Full-Time

	2015	2016	2017
Lieutenant	1.00	0.00	0.00
Police Lieutenant	0.00	1.00	1.00
Investigator-Special Services	2.00	2.00	2.00
Investigator-Court Officer	1.00	1.00	1.00
Administrative Division Manager	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00
Property and Evidence Technician	2.00	2.00	2.00
Training Technician	1.00	1.00	1.00
Records Bureau Technician	1.00	0.00	0.00
Records Bureau Lead	0.00	1.00	1.00
Law Enforcement Associate	0.00	7.00	7.00
Law Enforcement Support Assistant	7.00	0.00	0.00
Total FTE Positions	17.00	17.00	17.00



City of Eau Claire 2017 Adopted Operating Budget

Police Dept: Patrol

The Patrol Division will be transitioning to a new work schedule in January of 2017. The patrol officers will be working a 10.5 hour shift and they will be working a rotation schedule of 4 days on followed by 4 days off. The types of shifts will remain using the traditional day, afternoon and midnight shifts, supplemented with one overlap shift between the hours of 4:30pm to 3am.

In order for the Patrol Division to efficiently and effectively provide services, we have divided our city into three geographical boundaries (called districts) where officers are assigned to a specific district for the year. 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. Officers will also be attending neighborhood meetings as this is a great opportunity for both the community and the officers to reflect on what is happening in that neighborhood.

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, and verifying computer entries regarding stolen property. Two seasonal CSOs have also been utilized for calendar parking enforcement between the months of November 1 and April 30.

Service Modifications included in the 2017 Operating Budget

- Additional one Police Liaison Officer added: Grant fund portion is \$125,000 over three years, remaining cost is split between Eau Claire School District and City of Eau Claire.

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

	2015	2016	2017
Deputy Chief	1.00	0.00	0.00
Deputy Police Chief	0.00	1.00	1.00
Lieutenant	3.00	0.00	0.00
Police Lieutenant	0.00	3.00	3.00
Sergeant	10.00	0.00	0.00
Police Sergeant	0.00	10.00	10.00
Patrol Investigator	1.00	1.00	1.00
Police Officer	59.00	59.00	60.00
Senior CSO	0.00	1.00	1.00
Community Service Officer	1.00	0.00	0.00
Total FTE Positions	75.00	75.00	76.00



City of Eau Claire 2017 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 2015, a total of 1,322 investigations were conducted by the Detective Division with a successful resolution rate of 83%. Major cases successfully resolved by Detectives in 2015 include sexual assaults, batteries, armed robberies, organized burglary groups, large-scale drug distribution conspiracies, and several significant child maltreatment cases. The most significant 2015 Detective Division investigation involved the embezzlement of more than 1.4 million dollars from the Eau Claire County Treasurer's Office.

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 (CVRCFL), expand our ability to utilize digital evidence for investigation and prosecution of crimes.
- Develop programs that insure the proper investigation of major crimes and quality assurance for the division's specialized functions.

Police Department - Detective Authorized Full-Time	2015	2016	2017
Deputy Chief	1.00	0.00	0.00
Deputy Police Chief	0.00	1.00	1.00
Lieutenant	1.00	0.00	0.00
Police Lieutenant	0.00	1.00	1.00
Sergeant	3.00	0.00	0.00
Police Sergeant	0.00	3.00	3.00
Investigator	16.00	16.00	16.00
Total FTE Positions	21.00	21.00	21.00

Outputs

- Initiated several efforts aimed at addressing the increased prevalence of methamphetamine in Eau Claire. Began a multi-agency partnership in the formation of the Methamphetamine Response Committee (MRC). The MRC's goal is to reduce the impact of methamphetamine through prevention, handling of methamphetamine related criminal court cases, and developing treatment options that address the unique challenges presented by methamphetamine. Additionally, assisted in the implementation of the Eau Claire County Drug Endangered Children (DEC) program. The program is focused on protecting children through the criminal prosecution of drug related child abuse and providing children with necessary healthcare and other services.
- Employed a strategy that reduced thefts and burglaries through better utilization of the Automated Property System (APS) ordinance and improved monitoring of second hand property dealers. The volume of transactions occurring at City of Eau Claire pawnshops and second hand dealers in Eau Claire County has increased drastically and provided greater opportunity for people to transfer stolen property. Upon implementation of this strategy the City of Eau Claire has enjoyed an 11% reduction in burglaries, 20% reduction in theft from vehicles, and 7% reduction in other thefts.



City of Eau Claire 2017 Adopted Operating Budget

- Continued to utilize technology to investigate criminal activity and engage in proactive efforts to prevent child maltreatment. The number of evidence items submitted to the Chippewa Valley Regional Computer Forensic Laboratory (CVR CFL) has tripled since the laboratory's creation. Despite these increases the average turnaround time for a forensic examination of evidence was again reduced. Additionally, the CVR CFL continued to use new technology and partner with regional law enforcement agencies to reduce child sexual maltreatment.
- All Part I Crimes and violent crimes are reviewed to insure all investigative leads are addressed. Polygraph examinations are randomly selected and submitted to an expert for review. The expert provides the department with written documentation of the review and confers with the polygraph examiner on the quality assurance findings. An agreement was established with the Wisconsin Department of Justice – Digital Forensic Unit to complete peer reviews for digital forensic examinations completed by the CVR CFL.



City of Eau Claire 2017 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. These services 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.

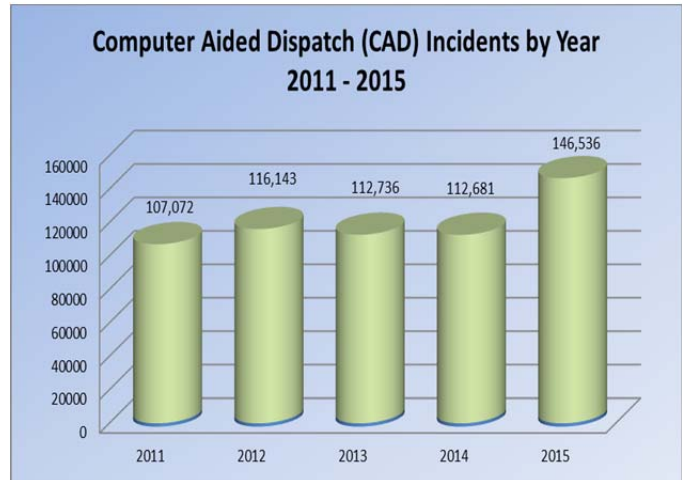
The Center is staffed 24 hours per day by telecommunicators who are trained to handle a variety of situations. The Communication Center also maintains files on warrants, runaways, and stolen property. The Communication Center is funded by both the City of Eau Claire and Eau Claire County at a 30% to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

Objectives

- Readiness for new 9-1-1 technologies.
- Implement New CAD Software.
- Provide ongoing training to staff.

Outputs

- Implementing new technology to respond to emergency contacts utilizing a variety of technologies.
- 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 allows Telecommunicators to keep members of the community, including emergency service workers, safe during critical incidents.



Police Department - Communication Center Authorized Full-Time

Communication Center Manager
 Communication Center Supervisor
 Telecommunicator I

	2015	2016	2017
Communication Center Manager	1.00	1.00	1.00
Communication Center Supervisor	3.00	3.00	3.00
Telecommunicator I	19.00	20.00	20.00
Total FTE Positions	23.00	24.00	24.00

Category	2011	2012	2013	2014	2015
Land Line 9-1-1	16,707	19,161	27,741	25,833	22,888
Cell 9-1-1	23,735	41,135	52,868	51,487	45,447
7 Digit Emergency	4,507	7,389	7,706	7,895	8,146
Non-Emergency	96,561	157,385	159,510	157,088	165,399
Out Only	30,914	43,144	45,575	49,521	49,341
Total Emergency	44,949	67,685	88,315	85,215	76,481
Total Non-Emergency	96,561	157,385	159,510	157,088	165,399
Total Out Only	30,914	43,144	45,575	49,521	49,341
Total All Categories	172,424	268,214	293,400	291,824	291,221





City of Eau Claire 2017 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>2015 Actual</u>	<u>2016 Adopted</u>	<u>2016 6 Month Actual</u>	<u>2016 Projection</u>	<u>2017 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 9,655,262	\$ 9,922,900	\$ 4,655,395	\$ 9,791,900	\$ 10,271,200
Contractual Services	887,434	847,100	444,342	875,200	885,900
Utilities	74,875	83,800	38,117	67,500	87,200
Fixed Charges	117,167	128,100	61,296	114,700	128,100
Materials & Supplies	172,702	192,300	100,222	194,900	192,500
Total Expenditures & Other Financing Uses:	<u>\$ 10,907,440</u>	<u>\$ 11,174,200</u>	<u>\$ 5,299,372</u>	<u>\$ 11,044,200</u>	<u>\$ 11,564,900</u>



City of Eau Claire 2017 Adopted Operating Budget

Fire & Rescue - Administration Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 702,242	\$ 756,500	\$ 384,872	\$ 708,100	\$ 798,500
Contractual Services	60,821	71,100	41,861	64,500	71,300
Utilities	70,384	79,800	35,874	63,500	83,200
Fixed Charges	3,200	3,200	1,600	3,200	3,200
Materials & Supplies	15,258	16,400	4,148	11,700	16,100
Total Expenditures & Other Financing Uses:	\$ 851,904	\$ 927,000	\$ 468,354	\$ 851,000	\$ 972,300

Fire & Rescue - Operations / EMS Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 8,448,828	\$ 8,667,200	\$ 4,028,588	\$ 8,575,100	\$ 8,953,700
Contractual Services	822,251	770,200	399,082	804,500	808,800
Utilities	4,491	4,000	2,244	4,000	4,000
Fixed Charges	108,367	119,300	56,896	105,900	119,300
Materials & Supplies	154,566	172,100	95,539	181,400	172,900
Total Expenditures & Other Financing Uses:	\$ 9,538,504	\$ 9,732,800	\$ 4,582,348	\$ 9,670,900	\$ 10,058,700

Fire & Rescue - Inspections Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 504,192	\$ 499,200	\$ 241,936	\$ 508,700	\$ 519,000
Contractual Services	4,362	5,800	3,399	6,200	5,800
Fixed Charges	5,600	5,600	2,800	5,600	5,600
Materials & Supplies	2,877	3,800	535	1,800	3,500
Total Expenditures & Other Financing Uses:	\$ 517,032	\$ 514,400	\$ 248,670	\$ 522,300	\$ 533,900



City of Eau Claire 2017 Adopted Operating Budget

Fire & Rescue Department: 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 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

	2015	2016	2017
Fire Chief	1.00	1.00	1.00
Administrative Associate IV	0.00	1.00	1.00
Fire Secretary	1.00	0.00	0.00
Total FTE Positions	2.00	2.00	2.00





City of Eau Claire 2017 Adopted Operating Budget

Fire & Rescue Department: 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.

8,447 Responses in 2015			
7,265	Medical Responses	131	Service Call Responses
137	Fire/Rescue Responses	115	Good Intent Responses
615	Automatic Alarm Responses	8	Special Request Responses
176	Hazardous Condition Responses		

Fire & Rescue Department - Operations Authorized Full-Time

	2015	2016	2017
Deputy Chief	1.00	0.00	0.00
Deputy Fire Chief	0.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00
Fire Captain	6.00	6.00	6.00
Fire Lieutenant	12.00	12.00	12.00
Fire Equipment Operator	18.00	18.00	18.00
Firefighter	47.00	47.00	47.00

Total FTE Positions 87.00 87.00 87.00



City of Eau Claire 2017 Adopted Operating Budget

Fire & Rescue Dept: Emergency Medical Services

Comprising 86% of department responses, emergency medical services (EMS) remain a strong focus of department resources. The department is staffed with 56 certified paramedics and 33 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.
- Evaluate different cardiac monitors and AEDs for replacement of current units.
- On-scene time of less than 20 minutes on all EMS incidents for ambulances and less than 10 minutes for stroke.
- Research the need for and feasibility of community paramedics.
- Train personnel and procure equipment to provide Category 2 transport of a suspected Ebola patient.
- Move current Image Trend reporting system to the Elite platform.



Outputs

- Implemented and continued to develop Image Trend reporting software. Preparing to move to Elite programming.
- Recertified First Responders in airway procedures, medication administration and blood glucose checks.
- Provided EMS presentations to all ECASD 4th grades.
- Placed a new ambulance in service at Station 10.
- Relicensed the service and all EMTs and Paramedics at the state level.
- Trained staff on use of the tourniquet and Israeli bandage and distributed trauma “go kits” to the high schools within the local RTAC (Regional Trauma Advisory Committee).
- Reviewed and updated the current protocols.

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

Ambulance Revenue (Net of Collection Fees)						
	2010	2011	2012	2013	2014	2015
City	\$ 1,311,636	\$1,520,597	\$1,560,228	\$1,754,645	\$1,824,387	\$ 2,107,801
Regional	528,472	505,566	428,866	407,253	433,034	404,561
Hospital	154,193	155,827	161,437	164,182	167,043	190,553
Total	<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>	<u>\$ 2,702,915</u>



City of Eau Claire 2017 Adopted Operating Budget

Fire & Rescue Department: Inspections

The Inspection division is comprised of four staff members—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.
- Continue 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 4,500 inspections completed by the fire inspectors and fire/EMS crews.
- 196 specialty inspections and site permits completed including those for fireworks sales, tents and customer complaint inspections.
- 79 fire drills witnessed.
- 51 licensed inspections for remodel or change of ownership.
- 91 systems witnessed for operation of fire alarms, fire sprinklers and hood systems.
- 61 fire investigations conducted.
- Trained 1,439 individuals at 31 different businesses on fire extinguishers and fire safety.
- 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 3,300 students at 18 schools for all students grades K-3 and for 890 children at 19 sites for 4-year-old kindergarten.

Fire & Rescue Department - Inspections Authorized Full-Time

	2015	2016	2017
Deputy Chief	1.00	0.00	0.00
Deputy Fire Chief	0.00	1.00	1.00
Division Chief	1.00	0.00	0.00
EMS Division Chief	0.00	1.00	1.00
Fire Inspector I	0.75	0.00	0.00
Fire Inspector-Civilian	0.00	0.75	0.75
Fire Inspector II	1.00	0.00	0.00
Administrative Associate II	0.00	1.00	1.00
Clerk III	1.00	1.00	1.00
Total FTE Positions	4.75	4.75	4.75



City of Eau Claire 2017 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 five-year Capital Improvement Plan.

Outputs

- A transfer of \$8,716,600 to the Debt Service Fund.
- A transfer of \$3,041,400 to the Library Fund.
- A transfer of \$1,804,300 to the Health Department Fund.
- Operating subsidies and capital transfers as listed below.

Subsidies		CIP Transfers	
Public Transit	\$ 1,153,600	Land, Buildings & Equipment	\$ 980,600
Economic Development	357,000	Transportation Improvements	<u>1,771,700</u>
Fairfax Municipal Pool	67,500	Total CIP Transfers	<u><u>\$ 2,752,300</u></u>
Cemetery Maintenance	293,000		
Hobbs Ice Center	<u>106,100</u>		
Total Subsidies	<u><u>\$ 1,977,200</u></u>		

Non-Departmental Expenditure Summary

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 103,339	\$ 154,800	\$ 4,203	\$ 154,800	\$ 110,400
Contractual Services	60,202	120,300	41,277	120,300	120,300
Fixed Charges	72,844	145,800	14,300	145,800	212,800
Contributions & Other Payments	155,735	150,100	87,555	150,100	154,200
Other Uses	9,122,232	9,509,600	3,661,326	9,542,200	18,486,500
Transfers to CIP Programs	<u>5,700,063</u>	<u>1,913,300</u>	-	<u>1,913,300</u>	-
Total Expenditures & Other Financing Uses:	<u><u>\$ 15,214,415</u></u>	<u><u>\$ 11,993,900</u></u>	<u><u>\$ 3,808,661</u></u>	<u><u>\$ 12,026,500</u></u>	<u><u>\$ 19,084,200</u></u>

City of Eau Claire, Wisconsin

2017 Adopted Operating Budget

Adopted November 2016



Special Revenue Funds

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Landfill Remediation	D-20
K-9 Fund	D-21



City of Eau Claire 2017 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 67,545 residents, 4,437 businesses, 137 manufacturers and 683 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	2015	2016	2017
Economic Development Administrator	1.00	0.00	0.00
Economic Development Manager	0.00	1.00	1.00
Business Assistance Specialist	1.00	1.00	1.00
Total FTE Positions	2.00	2.00	2.00

Economic Development Fund Support

<u>Organization</u>	2016 Adopted Budget	2017 Adopted Budget
Chippewa Valley Innovation Center, Inc.	\$ 14,100	\$ 15,000
Eau Claire Area Development Corporation	88,000	88,000
Downtown Fund (DECI)	85,000	85,000
Redevelopment Authority	350,000	200,000
Total Support to Organizations	\$ 537,100	\$ 388,000



City of Eau Claire 2017 Adopted Operating Budget

Economic Development Cont.

ECONOMIC DEVELOPMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 29,589	\$ -	\$ 8,450	\$ 43,800	\$ -
Miscellaneous	36,314	26,300	23,992	48,600	27,500
Non-Operating Revenue	56,606	83,000	21,083	45,700	92,700
Other Financing Sources	540,500	100,000	100,000	313,500	357,000
Total Revenues & Other Financing Sources:	663,009	209,300	153,525	451,600	477,200
Expenditures & Other Financing Uses:					
Personal Services	155,076	164,400	73,835	152,800	170,000
Contractual Services	13,597	39,900	9,742	16,400	39,900
Utilities	2,745	700	319	1,000	700
Fixed Charges	1,200	1,200	600	1,200	1,200
Materials & Supplies	3,991	4,200	1,427	3,000	4,200
Contributions & Other Payments	131,689	102,100	101,903	102,100	103,000
Loans	265,000	-	-	-	-
Other Financing Uses	780,000	435,000	435,000	435,000	285,000
Total Expenditures & Other Financing Uses:	1,353,297	747,500	622,826	711,500	604,000
Excess (Deficiency) of Funding Sources over Uses	\$ (690,288)	\$ (538,200)	\$ (469,301)	\$ (259,900)	\$ (126,800)
Available Fund Balance:					
Restricted:					
Noncurrent Portion of Advances	\$ 400,000			\$ 400,000	\$ 400,000
RLF Grant Proceeds	519,359			558,400	625,400
Gateway Industrial Park	1,000,000			1,000,000	800,000
Code Compliance Loans	100,000			100,000	100,000
Façade Loans	10,000			10,000	10,000
Strip Mall Façade Loan	143,408			149,100	154,800
Economic Development	421,375			116,700	117,200
Ending Balance	\$ 2,594,142			\$ 2,334,200	\$ 2,207,400



City of Eau Claire 2017 Adopted Operating Budget

Community Enhancement

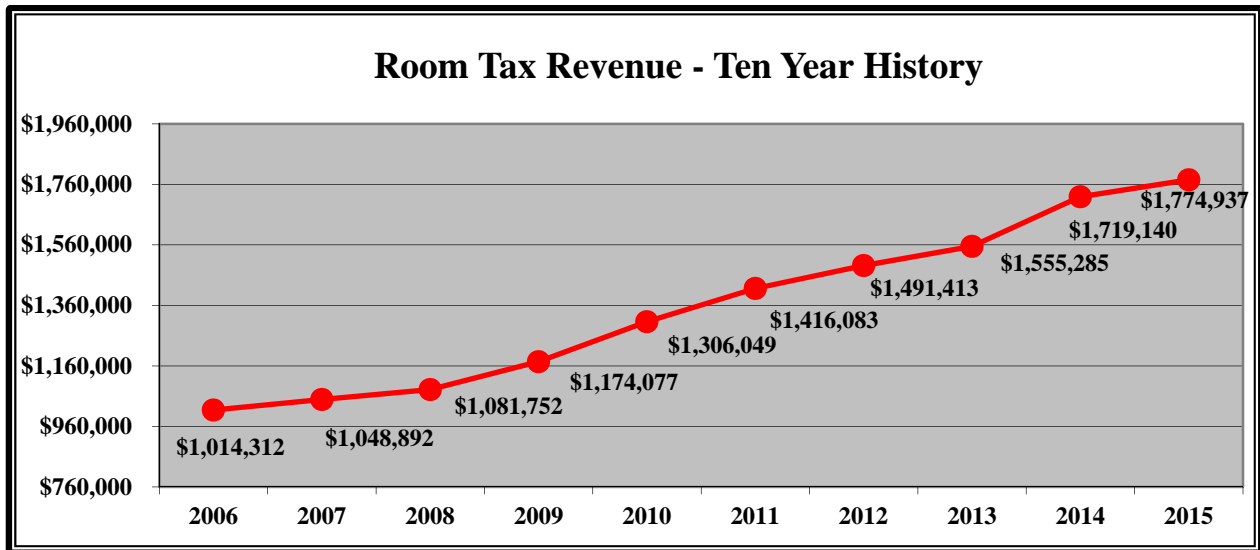
The Community Enhancement Fund was created in 1992 to account for the receipt and use of room tax revenues. Since 1975 the City has levied a room tax on hotels and motels within the city limits, under authority of [Wis. Stat. §66.0615](#). The tax was increased to 8% of gross room rental charges in 2009 as provided for in Chapter 3.20 of the [City Code of Ordinances](#). Beginning in 2016, the City will allocate 70% of collected room taxes to Visit Eau Claire for tourism promotion and tourism 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 - \$1,223,000.
- Support Hobbs Municipal Ice Center Operating and Capital Improvement Projects - \$189,400.
- General Fund support for convention and tourism activities - \$115,000.
- Support for Fairfax Pool Projects - \$30,000





City of Eau Claire 2017 Adopted Operating Budget

Community Enhancement Cont.

COMMUNITY ENHANCEMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 1,774,938	\$ 1,822,500	\$ 652,030	\$ 1,748,600	\$ 1,747,200
Miscellaneous	50	200	34	500	100
Non-Operating Revenue	-	-	-	-	-
Total Revenues & Other Financing Sources:	1,774,988	1,822,700	652,064	1,749,100	1,747,300
Expenditures & Other Financing Uses:					
Contractual Services	2,392	2,400	1,859	2,300	2,400
Contributions & Other Payments	1,215,377	1,275,800	637,900	1,194,700	1,223,000
Other Financing Uses	515,000	631,700	631,700	631,700	584,400
Total Expenditures & Other Financing Uses:	1,732,770	1,909,900	1,271,459	1,828,700	1,809,800
Excess (Deficiency) of Funding Sources over Uses	\$ 42,218	\$ (87,200)	\$ (619,395)	\$ (79,600)	\$ (62,500)
Available Fund Balance:					
Restricted:					
Community Enhancement	\$ 155,266			\$ 75,666	\$ 13,166
Ending Balance	\$ 155,266			\$ 75,666	\$ 13,166



City of Eau Claire 2017 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 683 businesses in the downtown area representing retail, restaurants, service, medical, manufacturing, government, entertainment, and recreational facilities. There are a total of 10,090 people who work downtown.



This represents 19% of the City's total employees (54,256). There are 1,678 housing units available with 3,375 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 Director. DECI is also provided half-time assistance by the Business Assistance Specialist budgeted in the Economic Development Fund. The Economic Development Director 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 2015, DECI had 124 business and individual members, which again sets a DECI record.
- DECI secured a record amount of sponsorships, totaling more than \$47,000.
- A Grand Evening on the Bridge raised nearly \$12,000 for DECI, and nearly \$1,000 for the non-profit organization Chippewa Valley Theatre Guild.
- Gained over 1,000 'likes' on our Facebook page in 2015. At the start of 2016, the page had over 5,700 followers.
- DECI's Instagram feed grew to 450 followers in 2015.
- Reached almost 29,500 users on the Downtown Eau Claire website, and nearly 94,500 page views.
- 75 electronic newsletters were sent out to approximately 2,500 contacts.
- DECI continues to work with the Leader-Telegram in publishing a downtown section in the newspaper for a Sunday distribution of 27,000, as well as printing copies to distribute locally.
- Saw 5 applicants to annual Jump-Start Downtown Business Competition and selected 3 award winners.
- DECI hosted four ribbon cuttings.
- There were 11 new businesses that opened in the Downtown districts.
- Approximately 260 volunteers showed up for Our City Spring Clean-Up, with a record \$2,250 in sponsorships.
- International Fall Festival included 70 parade entries, which is the highest number to date.
- Coordinated Downtown Trick-or-Treating with more than 2,000 participants.
- Coordinated Summer Fest, Family Night in the Park, International Fall Festival, Trick or Treating, Christmastime in the City, and Let It Glow!
- Working the Rotary on fundraising for the Phoenix Park Bridge Lighting Project.
- Created additional promotional materials to support "Small Business Saturday" with the theme of "Shop Small".



City of Eau Claire 2017 Adopted Operating Budget

Downtown Fund Cont.

**Downtown Fund
Authorized Full-Time**

2015	2016	2017
1.00	1.00	1.00
1.00	1.00	1.00

Communications & Promotions
Coordinator

Total FTE Positions

***DOWNTOWN FUND
Budget Summary
Revenues & Expenditures***

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Operating Budget					
Revenues & Other Financing Sources:					
Miscellaneous	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
Other Financing Sources	80,000	85,000	85,000	128,700	85,000
Total Revenues & Other Financing Sources:	93,000	98,000	98,000	141,700	98,000
Expenditures & Other Financing Uses:					
Personal Services	107,915	117,800	53,796	112,000	120,300
Contractual Services	1,761	1,800	910	3,900	1,800
Utilities	-	-	-	-	-
Fixed Charges	-	-	-	-	-
Materials & Supplies	-	-	-	-	-
Contributions & Other Payments	-	-	-	-	-
Total Expenditures & Other Financing Uses:	109,676	119,600	54,706	115,900	122,100
Excess (Deficiency) of Funding Sources over Uses	\$ (16,676)	\$ (21,600)	\$ 43,294	\$ 25,800	\$ (24,100)
Available Fund Balance:					
Restricted:					
Loft Matching Program	\$ 7,675			\$ -	\$ -
Downtown	70,174			103,649	79,549
Ending Balance	\$ 77,849			\$ 103,649	\$ 79,549



City of Eau Claire 2017 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 and Forest Hill also contain historic chapels. There is sufficient capacity for an additional 30-50 years in each cemetery, or approximately 6,000 total lots.

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 niches, and marker permits to customers.
- 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	2015	2016	2017
Skilled Worker/Cemetery & Parks	1.00	1.00	1.00
Community Service Worker II Sexton			
Assistant Sexton	1.00	1.00	1.00
Total FTE Positions	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>



City of Eau Claire 2017 Adopted Operating Budget

Cemetery Maintenance Cont.

CEMETERY MAINTENANCE
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Licenses & Permits	\$ 96,621	\$ 115,300	\$ 44,829	\$ 100,200	\$ 107,800
Fines & Forfeitures	36	-	36	100	-
Charges For Services	57,966	67,300	28,906	69,400	65,900
Miscellaneous	913	-	-	-	-
Other Financing Sources	279,687	294,800	-	211,000	293,000
Total Revenues & Other Financing Sources:	435,224	477,400	73,770	380,700	466,700
Expenditures & Other Financing Uses:					
Personal Services	267,508	304,700	127,729	268,900	295,200
Contractual Services	90,467	100,300	45,744	91,500	97,000
Utilities	14,922	24,800	11,011	16,800	26,300
Fixed Charges	6,100	6,100	3,050	6,100	6,100
Materials & Supplies	40,704	41,500	21,566	40,300	42,100
Capital Purchases	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total Expenditures & Other Financing Uses:	419,702	477,400	209,101	423,600	466,700
Excess (Deficiency) of Funding Sources over Uses	\$ 15,522	\$ -	\$ (135,331)	\$ (42,900)	\$ -
Available Fund Balance:					
Restricted:					
Cemetery Maintenance	\$ 173,440			\$ 130,540	\$ 130,540
Ending Balance	\$ 173,440			\$ 130,540	\$ 130,540





City of Eau Claire 2017 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.

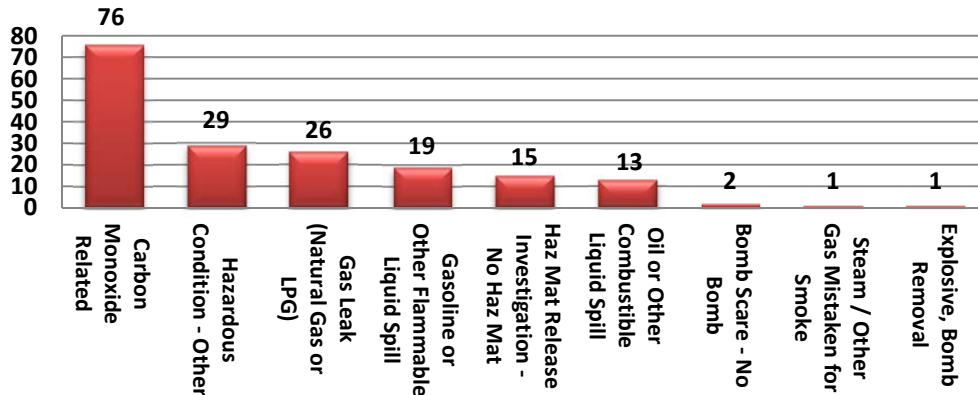
Outputs

- Provided 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.
- Acquired grant funding for the purchase of RAE meter equipment, Draeger tubes, Go Pro cameras, and radiation detection systems.
- Participated in training with the 54th Civil Support Team (CST) out of Madison for two days at ESEC (Emergency Services Education Center). The 54th CST is a National Guard military unit that specializes in WMD and radiological events. Topics covered were decontamination lines, identifying unknown chemicals, and radiological equipment capabilities. The recently obtained radiological meters were introduced to team members.
- Captains Bruce Buchholz and Jeff Dykes attended the annual WAHMR conference including breakout sessions covering a variety of topics from air monitoring to meth lab operations. WAHMR is a professional organization for Hazardous Materials response personnel.
- Participated in a re-validation process with the State of Wisconsin. Both ECFD and CFFD members worked through a mock hazmat emergency involving a chlorine leak. The drill concluded with a summary and critique by the testing agency.

42 Personnel are assigned to the Hazardous Materials Response Team

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

2015 Hazardous Materials Responses





City of Eau Claire 2017 Adopted Operating Budget

Hazardous Materials Response Cont.

HAZARDOUS MATERIALS
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 147,510	\$ 116,000	\$ 28,989	\$ 129,000	\$ 116,000
Charges For Services	-	2,000	-	1,500	2,000
Miscellaneous	199	300	197	500	300
Total Revenues & Other Financing Sources:	147,710	118,300	29,185	131,000	118,300
Expenditures & Other Financing Uses:					
Personal Services	44,338	47,800	24,457	47,200	48,800
Contractual Services	16,276	24,200	3,180	8,600	24,400
Utilities	16	1,200	7	100	1,200
Fixed Charges	3,000	3,000	1,500	3,100	3,000
Materials & Supplies	14,370	17,800	64,600	66,700	9,600
Contributions & Other Payments	22,164	28,100	12,528	28,100	28,100
Capital Purchases	-	-	-	-	-
Total Expenditures & Other Financing Uses:	100,165	122,100	106,271	153,800	115,100
Excess (Deficiency) of Funding Sources over Uses	\$ 47,545	\$ (3,800)	\$ (77,086)	\$ (22,800)	\$ 3,200
Available Fund Balance:					
Restricted					
Grant Proceeds	\$ 133,609			\$ 110,809	\$ 114,009
Ending Balance	\$ 133,609			\$ 110,809	\$ 114,009



City of Eau Claire 2017 Adopted Operating Budget

2015 Outputs

So much more!



More Than **1 MILLION** Items Checked Out



44,980 Cardholders



2,095 Kids,
556 Teens, and
323 Adults Registered for Summer Reading



423,187 In-Person Visits



269,215 Items in Our Collection



22,397 Youth and **5,039** Adults Attended Programs



Volunteers Gave **6,050** Hours



72,716 Questions Answered



74,540 Database Uses



195 Home Delivery Customers Served



177,559 Downloads



L.E. Phillips Memorial Public Library



The L.E. Phillips Memorial Public Library serves the residents of the City of Eau Claire and 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 and governed by a 9-member library board that is appointed by the City Council. The facilities are maintained by the City of Eau Claire.

2015 Notable Programs and Events

- Eau Claire Grows Community Seed Library
- Summer Library Program for children, teens, and adults
- Banned! Books in Drag: Comedy and Drag Show
- Beekeeping in the Chippewa Valley
- Teen technology programs
- Young Writers Workshop



2016–2021 Service Goals

- Provide the best user experience possible.
- Foster a culture of creativity and innovation.
- Optimize library spaces to better serve community needs.
- Engage customers through community-based services and partnerships.
- Raise awareness of the library's contribution to the community's quality of life.

2016 New Services

BOOKBIKE — Essentially a library branch on wheels, the BookBike is a new way for librarians to connect with residents of all ages, showcase the library's digital content, and provide an unexpected library experience.

WI-FI HOTSPOTS — In order to help bridge the "digital divide," the gap in technology access due to socio-economic factors, the library now loans Wi-Fi Hotspots, which provide Internet access at home or on the go.

LUCKY DAY COLLECTION — Our most requested books, DVDs, audiobooks and music CDs are available on a first come, first serve basis. If it's in when you're in, then it's your Lucky Day!

BOOK LINK — Book Link is a personalized service that helps readers find new books to love. Book Link users complete an online form and receive a list of personalized reading suggestions from Information & Reference staff.

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

	2015	2016	2017
Library Director	1.00	1.00	1.00
Professional 5	1.00	1.00	1.00
Professional 3	2.00	2.00	2.00
Professional 2	5.00	5.00	5.00
Professional 1	2.00	2.00	2.00
Library Associate II	5.73	5.73	4.73
Library Associate I	4.78	4.78	5.78
Library Assistant II	3.50	3.50	3.50
Library Assistant I	6.11	6.11	6.11
Desk Clerk	5.03	5.00	5.00
Total FTE Positions	36.13	36.11	36.11

The library promotes lifelong learning, creates collaborative spaces, and supports open access to diverse materials and resources to enhance the quality of life in the community.



City of Eau Claire 2017 Adopted Operating Budget

L.E. Phillips Memorial Public Library Cont.

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

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 2,929,300	\$ 2,994,900	\$ 2,994,900	\$ 2,994,900	\$ -
Fines & Forfeitures	90,535	104,000	42,889	90,200	87,800
Charges For Services	7,489	7,400	4,253	7,400	18,200
Charges For Services - Intragovernmental	568,993	595,000	284,563	571,700	629,400
Other Operating Revenue	224,205	232,600	233,168	233,200	231,900
Miscellaneous	163,872	40,600	40,750	77,600	55,400
Other Financing Sources	3,361	500	1,527	1,800	3,041,900
Total Revenues & Other Financing Sources:	3,987,754	3,975,000	3,602,051	3,976,800	4,064,600
Expenditures & Other Financing Uses:					
Personal Services	2,712,640	2,849,700	1,267,593	2,681,300	2,996,800
Contractual Services	277,345	309,200	201,029	295,500	342,500
Utilities	93,802	100,500	39,283	78,300	102,300
Fixed Charges	32,983	32,100	15,368	31,300	31,700
Materials & Supplies	593,318	635,400	284,494	602,300	617,000
Capital Outlay	16,100	8,000	40,386	43,700	8,000
Other Financing Uses	229,773	196,600	156,500	196,200	111,300
Total Expenditures & Other Financing Uses:	3,955,961	4,131,500	2,004,653	3,928,600	4,209,600
Excess (Deficiency) of Funding Sources over Uses	\$ 31,793	\$ (156,500)	\$ 1,597,398	\$ 48,200	\$ (145,000)
Available Fund Balance:					
Nonspendable:					
Prepayments	\$ 47,255			\$ 41,276	\$ 41,276
Inventory	4,628			5,069	5,069
Restricted:					
Library	484,064			532,264	387,264
Gifts & Donations	196,154			102,424	102,424
Library Capital	90,000			90,000	90,000
Ending Balance	\$ 822,100			\$ 771,033	\$ 626,033





City of Eau Claire 2017 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 | - Women Infant Children Nutrition |
| - Maternal & Child Health | - Environmental Inspections |
| - Food Protection | - Adult Health Promotion |
| - Reproductive Health/Family Planning | - Garbage & Solid Waste |
| - School Health | - Public Health Emergency Preparedness |
| - Tobacco/Youth Alcohol Prevention & Control | - Community Health Improvement |
| - Housing Maintenance & Safety | - Rodent, Insect, Rabies & Vector Control |
| - Childhood Lead Poisoning Prevention | - Drinking Water Protection |
| - Air Pollution Monitoring | - Private On-site Waste Water Disposal |
| - Radon Prevention | - Community Health Assessment |
| - Immunization Services | - TB, STD and HIV testing and services |
| - Health Benefits Counseling | - Public Health Nutrition |
| - Eau Claire Healthy Communities | - Tobacco and Alcohol compliance checks |
| - Medical Reserve Corp volunteer program | - Chronic Disease Prevention |
| - Worksite wellness | - Breastfeeding support |
| - Public health surveillance | |





City of Eau Claire 2017 Adopted Operating Budget

City-County Health Department Cont.

CITY-COUNTY HEALTH DEPARTMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 1,723,200	\$ 1,765,400	\$ 1,765,400	\$ 1,765,400	\$ -
Intergovernmental	1,061,724	1,081,600	306,360	955,900	1,099,900
Licenses & Permits	546,330	563,600	451,420	605,600	618,900
Fines & Forfeitures	-	-	36	100	-
Charges For Services	126,216	151,100	58,933	148,500	149,600
Charges For Services - Intragovernmental	1,490,532	1,512,600	681,009	1,487,800	1,568,600
Miscellaneous	260,964	189,500	102,836	161,500	260,100
Other Financing Sources	43,402	71,200	24,832	79,900	1,875,500
Total Revenues & Other Financing Sources:	5,252,368	5,335,000	3,390,826	5,204,700	5,572,600
Expenditures & Other Financing Uses:					
Personal Services	4,365,950	4,699,800	2,034,365	4,275,000	4,924,500
Contractual Services	381,262	385,300	226,312	403,200	406,600
Utilities	27,750	34,700	15,541	27,900	32,500
Fixed Charges	18,955	33,800	45,803	50,000	22,200
Materials & Supplies	235,930	219,400	79,635	216,100	217,500
Contributions & Other Payment	3,300	-	-	1,500	-
Capital Purchases	229,765	-	44,453	127,400	-
Other Financing Uses	31,013	30,300	-	31,800	29,500
Total Expenditures & Other Financing Uses:	5,293,924	5,403,300	2,446,109	5,132,900	5,632,800
Excess (Deficiency) of Funding Sources over Uses	\$ (41,556)	\$ (68,300)	\$ 944,717	\$ 71,800	\$ (60,200)
Available Fund Balance:					
Nonspendable:					
Prepayments	\$ 71,810			\$ 67,391	\$ 67,391
Inventory	769			562	562
Restricted:					
Health Department	984,710			1,056,510	996,310
Ending Balance	\$ 1,057,289			\$ 1,124,463	\$ 1,064,263



City of Eau Claire 2017 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.
- Implemented a print management system to increase efficiency.
- Revised and implemented a new performance management system.
- Applied for and began work toward Public Health Accreditation.
- Developed 2017-2021 Strategic Plan.
- Reviewed employee handbook and updated salary schedule.
- Provided leadership in public health emergency planning and response activities with partner including Zika, Ebola, and pertussis.
- 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 and support tobacco, alcohol, mental health, and chronic disease 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.
- In partnership with Eau Claire Healthy Communities completed county level health improvement plan.
- Supported the Health Chapter by building capacity and continuing our pilot of a health impact assessment.
- Applied for and received an up to 8 year grant to look at mental health in Eau Claire and Chippewa counties.
- Awarded federal Drug Free Communities grant for youth prevention efforts.

Health Dept - Administration Authorized Full-Time	2015	2016	2017
Health Department Director	1.00	1.00	1.00
Administrative Services Manager	0.00	0.00	0.28
Front/Medical Office Associate	4.21	3.23	3.24
Program Office Specialist	0.65	0.42	0.48
Community Advocacy Director/Supervisor	0.70	0.80	0.80
Community Health Educator	0.73	0.92	1.58
Budget Specialist	1.00	1.00	1.00
Manager of Internal Operations	1.00	0.97	1.00
Program Assistant	0.13	0.13	0.13
Total FTE Positions	9.42	8.47	9.51



City of Eau Claire 2017 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

- 63 confirmed interdepartmental food/water borne communicable disease investigations.
- 1,751 food product/ingredient samples and swabs.
- 1,439 food service inspections (includes all types), of those 312 were re-inspections.
- 2 food-borne illness complaint investigations.
- 15,624 microbiological and chemical laboratory sample analyses.
- 156 animal bite investigations/consultations.
- 617 housing inspections and 1,006 re-inspections.
- 890 recreational water samples (pools and beaches).
- 100% licensed facility (e.g. restaurants, campgrounds, etc.) inspection rate.
- All schools inspected twice during the school year.
- 614 solid waste inspections, including 95 garbage truck inspections.
- 60 lead samples and 4 home lead investigations.
- 23 air program inspections, 54 investigations and 6 incinerator inspections.

Health Dept - Environmental Health Authorized Full-Time	2015	2016	2017
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Supervisor	1.00	1.00	0.97
Environmental Health Specialist II	3.90	5.79	5.62
Laboratory Chemist/ Microbiologist II	2.00	2.00	2.50
Microbiology Coordinator	0.00	0.00	0.00
Environmental Health Technician	0.00	0.00	0.37
Environmental Health Aide	1.00	0.92	0.92
Chemist/Microbiologist I	0.93	0.95	0.50
Environmental Health Specialist I	2.03	0.80	1.30
Total FTE Positions	11.86	12.46	13.18



City of Eau Claire 2017 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

- 829 communicable disease investigations.
- 1,879 immunizations to 1,466 infants, children and adults to protect against 15 diseases.
- 1,027 influenza vaccinations.
- 379 prenatal care coordination visits to 134 women.
- 1,915 family health visits for assessment, teaching and case management.
- 171 adult health clinic visits for 31 rural residents.
- 818 women and 174 men received reproductive health/family planning services.
- 2,842 children received school-based oral health preventive services.
- 612 childhood blood lead tests provided.
- 56 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

- 33,114 WIC participants received supplemental food, nutrition assessment/education/referrals.
- 500 families and 100 health care providers received cutting edge nutrition and physical activity information via newsletter.
- 111 children enrolled in head start received nutrition assessments and follow up care.
- 1,087 WIC families received vouchers for use in area farmers' markets.
- 305 pregnant and new moms received breastfeeding peer counseling.

Health Dept - Public Health Nursing Authorized Full-Time	2015	2016	2017
Director of Nursing	1.00	1.00	1.00
Supervisor of Nursing	1.60	1.60	1.60
Public Health Nurse	10.10	9.02	9.02
Health Benefits Specialist	0.15	0.12	0.12
Public Health Aide	0.52	0.56	0.56
Bilingual Health Aide	0.77	0.75	0.75
Bilingual Interpreters	0.08	0.06	0.06
Public Health Nutritionist	0.50	0.58	0.58
Dietician	0.14	0.16	0.16
Total FTE Positions	14.86	13.85	13.85



City of Eau Claire 2017 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 1-2 single family homes for the home ownership program.
- Provide housing rehabilitation loans to 10 homeowners.
- Lead remediation assistance to 5 homeowners.
- Provide planning and management funding for 3 neighborhood associations.
- Provide Tenant Based Rental Assistance (TBRA) to 40 households.
- Provide funding to 9 Public Services with the City of Eau Claire.
- Provide funding to the City/County Health Department to continue the Code Enforcement Program.
- Provide funding to the City of Eau Claire Engineering Department for the alley improvements reimbursement program.

Outputs

Housing Division

- Assisted 1 homebuyer with direct homeownership assistance.
- Rehabilitated 9 owner-occupied residential units and lead abatement in 8 units.
- 14 low/moderate homeowners received HOME Weatherization Grants (9 – Eau Claire Housing Division and 5 – Western Dairyland).
- Purchased 2 single family homes that will be rehabilitated for the Homeownership Program.

Provided Funding to Assist Public Services:

- 64 people facing domestic violence sought shelter and support services.
- 159 families received case management assistance to help care for their children.
- 1,102 people sought emergency shelter as a result of homelessness.
- 625 received primary health care services from the free clinic.
- 624 people received meals from the Community Table soup kitchen.
- 48 households received rental assistance with the Housing Choice Voucher program.
- 624 Hmong households received tenant/landlord counseling.
- 68 Women and minorities received employment and business start-up services.
- 96 persons received literacy assistance.

CDBG Authorized Full-Time	2015	2016	2017
Housing Division Administrator	0.30	0.10	0.10
Housing Rehabilitation Specialist	1.00	0.95	0.95
Accounting Assistant	0.03	0.02	0.02
Office Associate	0.10	0.10	0.10
Program Specialist	0.80	0.92	0.92
Rental Specialist	0.03	0.01	0.01
Total FTE Positions	<u>2.26</u>	<u>2.10</u>	<u>2.10</u>



City of Eau Claire 2017 Adopted Operating Budget

Community Development Block Grant (CDBG) Cont.

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

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 452,521	\$ 523,600	\$ 140,199	\$ 523,600	\$ 531,000
Program Income	429,748	100,000	83,868	431,600	100,000
Total Revenues & Other Financing Sources:	882,269	623,600	224,066	955,200	631,000
Expenditures & Other Financing Uses:					
Personal Services	210,213	172,300	8,131	34,500	58,100
Contractual Services	97,979	56,200	102,969	240,600	136,700
Utilities	1,433	800	275	800	800
Fixed Charges	2,890	3,400	2,208	14,400	6,400
Materials & Supplies	7,288	6,200	1,875	3,500	6,200
Contributions & Other Payments	119,592	119,300	84,582	256,200	177,100
Capital Purchases	188,249	160,000	64,431	229,000	169,500
Other Financing Uses	113,602	105,400	29,832	176,200	76,200
Total Expenditures & Other Financing Uses:	741,246	623,600	294,303	955,200	631,000
Excess (Deficiency) of Funding Sources over Uses	\$ 141,024	\$ -	\$ (70,236)	\$ -	\$ -
Available Fund Balance:					
Restricted:					
Grant Proceeds	\$ 254,279			\$ 254,279	\$ 254,279
Ending Balance	\$ 254,279			\$ 254,279	\$ 254,279



City of Eau Claire 2017 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	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 106,104	\$ 150,000	\$ 29,637	\$ 60,700	\$ 150,000
Misc Revenue	71	-	39	100	-
Total Revenues & Other Financing Sources:	106,175	150,000	29,676	60,800	150,000
Expenditures & Other Financing Uses:					
Contractual Services	43,525	36,100	17,168	30,100	36,100
Utilities	17,219	18,900	9,914	19,800	18,900
Materials & Supplies	45,432	95,000	2,595	12,500	95,000
Total Expenditures & Other Financing Uses:	106,175	150,000	29,676	62,400	150,000
Excess (Deficiency) of Funding Sources over Uses	\$ -	\$ -	\$ -	\$ (1,600)	\$ -
Available Fund Balance:					
Restricted:					
Landfill Remediation	\$ -	-	-	\$ -	\$ -
Ending Balance	\$ -	-	-	\$ -	\$ -



City of Eau Claire 2017 Adopted Operating Budget

Police K-9 Fund

In 2014, the City of Eau Claire's Police Department received approximately \$570,000 from the Estate of Mary Doolittle. Ms. Doolittle donated these funds and expressed her desire for them to be used to fund K-9 units for the Eau Claire Police Department. This fund will be utilized to add one K-9 dog in 2017 and fund ongoing operating costs related to K-9 units.

Objectives

- The K-9 dog assists in searching for drugs on traffic stops, in schools, and as requested.
- Provides building searches.
- Tracking of missing people, victims, and suspects.
- Presentations to groups such as the Boys & Girls Club and the YMCA.
- Tactical call outs.
- Presidential visits.

*POLICE DEPARTMENT K-9 FUND
Budget Summary
Revenues & Expenditures*

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ -	\$ -	\$ 876	\$ 900	\$ 1,200
Total Revenues & Other Financing Sources:	<u>-</u>	<u>-</u>	<u>876</u>	<u>900</u>	<u>1,200</u>
Expenditures & Other Financing Uses:					
Personal Services	-	-	-	-	4,900
Contractual Services	-	-	-	-	25,600
Materials & Supplies	-	-	-	-	22,000
Total Expenditures & Other Financing Uses:	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>52,500</u>
Excess (Deficiency) of Funding Sources over Uses	\$ -	\$ -	\$ 876	\$ 900	\$ (51,300)
Available Fund Balance:					
Restricted:					
Gifts & Donations	571,467			572,367	521,067
Ending Balance	\$ 571,467			\$ 572,367	\$ 521,067

City of Eau Claire, Wisconsin

2017 Adopted Operating Budget

Adopted November 2016



Debt Service Funds

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Debt Service Fund

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City of Eau Claire 2017 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 12/31/2016: \$116,190,000

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: 6
 - o Total outstanding debt as of 12/31/2016: \$92,655,000

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: 3
 - o Total outstanding debt (estimated) as of 12/31/2016: \$42,325,041

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 70% 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, 2016:

Equalized valuation including T.I.D.'s (certified, August 2016)	\$4,872,721,700
Debt capacity per State Statute (5% of equalized value)	243,636,085
Debt capacity per City Debt Policy (3.5% of equalized value)	170,545,260
Unused borrowing capacity per State Statute	127,446,085
Unused borrowing capacity per City Debt Policy	54,355,260
Percent of debt capacity remaining per State Statute	52.31%
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 2017)	61,938,100
Debt Policy Limit (3x operating revenues)	185,814,300
Net Direct Debt as of 12/31/16	116,190,000



City of Eau Claire 2017 Adopted Operating Budget

Debt Service Cont.

*DEBT SERVICE
Budget Summary
Revenues & Expenditures*

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 1,671,674	\$ 1,432,600	\$ 1,113,256	\$ 1,310,000	\$ 1,376,700
Intergovernmental	34,263	29,100	-	28,100	28,500
Charges For Services	-	-	-	-	-
Miscellaneous	15,288	3,100	9,987	10,000	5,900
Other Financing Sources	11,969,392	7,677,400	1,648,027	7,677,400	8,786,400
Total Revenues & Other Financing Sources:	13,690,617	9,142,200	2,771,269	9,025,500	10,197,500
Expenditures & Other Financing Uses:					
Contractual Services	57,057	57,000	7,333	50,400	168,000
Principal-G.O. Bonds	9,868,238	6,305,800	6,305,792	6,305,800	7,153,500
Principal-S/A Bonds	640,000	480,000	480,000	480,000	320,000
Interest-G.O. Bonds	2,677,819	2,442,600	1,275,305	2,442,600	2,567,900
Interest-S/A Bonds	53,620	29,700	20,100	29,700	12,600
Capital Purchases	-	-	-	-	-
Arbitrage Rebate	-	25,000	-	-	24,900
Total Expenditures & Other Financing Uses:	13,296,735	9,340,100	8,088,530	9,308,500	10,246,900
Excess (Deficiency) of Funding Sources over Uses	\$ 393,882	\$ (197,900)	\$ (5,317,261)	\$ (283,000)	\$ (49,400)
Working Capital/Available Fund Balance:					
General Obligation Debt-Tax Levy Restricted	\$ -			\$ -	\$ -
General Obligation Debt-Self Supporting Restricted:					
Debt Service	5,359,629			4,895,129	4,590,329
TID #5	832,343			1,119,401	1,419,101
TID #6	460,681			341,486	276,586
Unassigned (deficit):					
TID #7	(379,250)			(397,613)	(420,313)
Ending Balance	\$ 6,273,403			\$ 5,958,403	\$ 5,865,703

City of Eau Claire, Wisconsin

2017 Adopted Operating Budget

Adopted November 2016



Enterprise Funds

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City of Eau Claire 2017 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	2015	2016	2017
Utilities Administrator	1.00	0.00	0.00
Utilities Manager	0.00	1.00	1.00
Utilities Superintendent	1.00	0.00	0.00
Utilities System Supervisor	0.00	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	0.00	0.00
Administrative Associate II	0.00	1.00	1.00
Business Analyst	0.00	0.00	0.25
Operator II	1.00	0.00	0.00
Utility Operator II	0.00	1.00	1.00
Service Worker II	2.00	0.00	0.00
Utility Systems Technician II	0.00	2.00	2.00
Utility Operator I	0.00	8.00	8.00
Operator I	8.00	0.00	0.00
Utility Systems Technician I	0.00	13.00	13.00
Service Worker I	13.00	0.00	0.00
Total FTE Positions	29.00	29.00	29.25



City of Eau Claire 2017 Adopted Operating Budget

Water Utility Cont.

WATER UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Licenses & Permits	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000
Fines & Forfeitures	1,440	2,000	684	1,500	2,000
Charges For Services	9,308,659	9,324,700	3,478,251	8,871,300	9,253,700
Other Operating Revenue	309,004	291,000	55,689	241,200	291,000
Miscellaneous	23,075	15,900	9,184	38,800	21,200
Non-Operating Revenue	1,026,067	42,000	5,475	341,200	42,000
Other Financing Sources	-	-	-	-	-
Total Revenues & Other Financing Sources:	10,668,244	9,676,600	3,549,283	9,494,000	9,610,900
Expenditures & Other Financing Uses:					
Personal Services	2,043,256	2,289,500	1,010,622	2,289,500	2,326,800
Contractual Services	554,582	429,100	224,716	608,000	436,700
Utilities	537,357	606,300	261,939	512,600	619,400
Fixed Charges	2,043,039	2,377,600	1,178,818	2,324,300	2,395,700
Materials & Supplies	434,843	485,400	120,688	406,900	483,300
Non-Operating Proprietary	249,394	278,600	124,579	278,600	286,000
Total Expenditures & Other Financing Uses:	5,862,471	6,466,500	2,921,361	6,419,900	6,547,900
Excess (Deficiency) of Funding Sources over Uses	\$ 4,805,773	\$ 3,210,100	\$ 627,922	\$ 3,074,100	\$ 3,063,000
Working Capital:					
Current Assets	\$ 4,183,508				
Less Current Liabilities	(243,543)				
Beginning Balance				\$ 3,939,965	\$ 4,010,901
Changes in Working Capital:					
From Operations				3,210,100	-
From Bond Issue				5,000,000	-
Less Non-Cash Developer Contributions				-	-
Less Principal on Debt				(519,700)	-
Less Transfers to CIP				(3,130,000)	-
Less Bond Funded CIP				(5,000,000)	-
Change in Balance Sheet Accounts				-	-
Dec (Inc) In Restricted Cash				510,540	378,600
Ending Balance	\$ 3,939,965			\$ 4,010,905	\$ 4,389,501



City of Eau Claire 2017 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.

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	2015	2016	2017
Utilities Chemist	1.00	1.00	1.00
Wastewater Plant Supervisor	1.00	1.00	1.00
Utilities Supervisor	1.00	1.00	1.00
Utilities Engineer	1.00	0.00	0.00
Utilities Engineer I	0.00	1.00	1.00
Assistant Chemist	1.00	1.00	1.00
Clerk II	0.50	0.00	0.00
Administrative Associate II	0.00	0.50	0.50
Business Analyst	0.00	0.00	0.25
Operator II	2.00	0.00	0.00
Utility Operator II	0.00	2.00	2.00
Service Worker II	1.00	0.00	0.00
Utility Systems Technician II	0.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00
Operator I	10.00	0.00	0.00
Utility Operator I	0.00	6.00	6.00
Utility Systems Technician I	0.00	7.00	7.00
Service Worker I	7.00	0.00	0.00
Total FTE Positions	26.50	22.50	22.75



City of Eau Claire 2017 Adopted Operating Budget

Sewer Utility Cont.

SEWER UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Intergovernmental Revenue	\$ -	\$ -	\$ 1,615	\$ 1,600	\$ -
Charges For Services	9,278,200	9,163,500	3,842,039	9,247,600	9,473,500
Other Operating Revenue	90,944	85,000	25,329	81,800	85,000
Miscellaneous	44,559	27,300	23,618	71,700	38,400
Non-Operating Revenue	548,300	15,000	(6,734)	257,100	15,000
Other Financing Sources	-	-	-	-	-
Total Revenues & Other Financing Sources:	9,962,003	9,290,800	3,885,867	9,659,800	9,611,900
Expenditures & Other Financing Uses:					
Personal Services	2,504,893	2,409,000	1,160,528	2,495,400	2,583,700
Contractual Services	1,260,261	1,068,500	398,549	940,600	1,095,000
Utilities	782,289	801,400	255,579	590,600	803,100
Fixed Charges	555,360	563,500	277,680	545,300	553,400
Materials & Supplies	518,192	603,100	252,496	620,900	594,200
Non-Operating Proprietary	61,343	991,000	519,596	991,000	984,700
Total Expenditures & Other Financing Uses:	5,682,337	6,436,500	2,864,427	6,183,800	6,614,100
Excess (Deficiency) of Funding Sources over Uses	\$ 4,279,666	\$ 2,854,300	\$ 1,021,440	\$ 3,476,000	\$ 2,997,800
Working Capital:					
Current Assets	\$ 5,395,985				
Less Current Liabilities	(368,195)				
Beginning Balance				\$ 5,027,790	\$ 5,566,890
Changes in Working Capital:					
From Operations				(991,000)	(984,600)
From Bond Issue				-	-
Less Non-Cash New Construction				-	-
Less Principal on Debt				(1,801,900)	(1,858,900)
Less Transfers to CIP				-	-
Less Bond Funded CIP				-	-
Changes in Balance Sheet Accounts:					
Dec (Inc) In Restricted Cash				3,332,000	-
Ending Balance	\$ 5,027,790			\$ 5,566,890	\$ 2,723,390



City of Eau Claire 2017 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 48 site plans and 7 plats for compliance with City regulations in 2015.

Storm Water Utility Authorized Full-Time	2015	2016	2017
Engineering Technician I	1.00	1.00	1.00
Total FTE Positions	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

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

- Complete the spring sweeping and clean up no later than May 30th.
- Sweep all streets a total of 9 times during the calendar year.
- Sweep all streets in the Half Moon Lake Watershed 13 times.
- Sweep all streets in the downtown business district 12 times.
- Zero ton of sweeping hauled to landfill. Material was screened in November and December of 2015 and will be reused as fill sand in 2016.



City of Eau Claire 2017 Adopted Operating Budget

Storm Water Utility Cont.

STORM WATER UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 4,335,054	\$ 4,457,400	\$ 1,830,465	\$ 4,088,400	\$ 4,494,500
Other Operating Revenue	35,904	30,000	8,613	32,100	30,000
Miscellaneous	47,153	47,500	13,293	54,600	45,300
Non-Operating Revenue	1,508,876	600	-	451,100	600
Total Revenues & Other Financing Sources:	<u>5,926,986</u>	<u>4,535,500</u>	<u>1,852,371</u>	<u>4,626,200</u>	<u>4,570,400</u>
Expenditures & Other Financing Uses:					
Personal Services	674,709	659,900	291,430	601,200	656,600
Contractual Services	600,135	653,000	296,878	760,000	667,500
Utilities	97,763	119,100	1,439	89,000	119,200
Fixed Charges	412,185	416,500	202,940	388,500	407,100
Materials & Supplies	5,665	16,500	9,042	16,500	16,500
Non Operating Proprietary	606,679	562,100	266,634	562,100	510,500
Total Expenditures & Other Financing Uses:	<u>2,397,136</u>	<u>2,427,100</u>	<u>1,068,362</u>	<u>2,417,300</u>	<u>2,377,400</u>
Excess (Deficiency) of Funding Sources over Uses	\$ 3,529,850	\$ 2,108,400	\$ 784,009	\$ 2,208,900	\$ 2,193,000
Working Capital:					
Current Assets	\$ 1,151,684				
Less Current Liabilities	(167,244)				
Beginning Balance				\$ 984,440	\$ 1,201,240
Changes in Working Capital:					
From Operations				2,123,200	2,132,800
From Bond Issue				-	-
Less Non-Cash New Construction				-	-
Less Principal on Debt				(1,424,200)	(1,499,700)
Less Transfers to CIP				(482,200)	(500,000)
Less Bond Funded CIP				-	-
Changes in Balance Sheet Accounts:				-	-
Dec (Inc) In Restricted Cash				-	-
Ending Balance	\$ 984,440			\$ 1,201,240	\$ 1,334,340



City of Eau Claire 2017 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 1,174 parking stalls.
-

Parking Utility
Authorized Full-Time
 Parking Administrator
 Skilled Worker I

	2015	2016	2017
	0.00	0.00	1.00
	1.00	0.00	0.00
Total FTE Positions	1.00	0.00	1.00



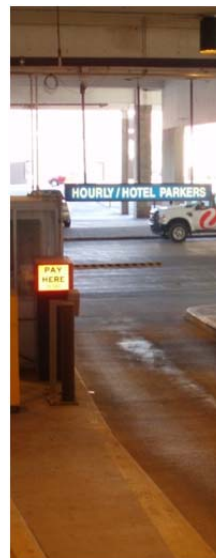


City of Eau Claire 2017 Adopted Operating Budget

Parking Utility Cont.

PARKING UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Fines & Forfeitures	\$ 180	\$ -	\$ 72	\$ 200	\$ -
Charges For Services	172,589	298,900	111,352	199,300	478,900
Other Financing Sources	34,518	-	-	32,600	-
Total Revenues & Other Financing Sources:	207,287	298,900	111,424	232,100	478,900
Expenditures & Other Financing Uses:					
Personal Services	53,573	61,500	12,213	44,600	157,800
Contractual Services	190,724	71,500	39,484	109,700	82,800
Utilities	59,101	95,000	28,480	52,500	146,200
Fixed Charges	9,652	10,600	4,550	10,100	11,600
Materials & Supplies	12,461	11,300	4,087	15,200	24,300
Non Operating Proprietary	-	3,400	-	-	3,400
Other Financing Uses	-	45,600	-	-	52,800
Total Expenditures & Other Financing Uses:	325,511	298,900	88,814	232,100	478,900
Excess (Deficiency) of Funding Sources over Uses	\$ (118,224)	\$ -	\$ 22,609	\$ -	\$ -
Working Capital:					
Current Assets	\$ 9,112				
Less Current Liabilities	(9,112)				
Beginning Balance				\$ -	\$ -
Changes in Working Capital:					
From Operations				-	-
Less working capital used in operations				-	-
Non Cash Revenues & Expenses - Net				-	-
Ending Balance	\$ -			\$ -	\$ -





City of Eau Claire 2017 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 approximately 1 million rides per year.
- Meet or exceed the average of six performance indicators for mid-size bus operations in Wisconsin.

Public Transit Authorized Full-Time	2015	2016	2017
Transit Manager	1.00	1.00	1.00
Equipment Maintenance Supervisor	1.00	0.00	0.00
Community Services Supervisor	0.00	1.00	1.00
Driver Supervisor	2.50	0.00	0.00
Transit Supervisor	0.00	2.50	2.50
Account Clerk I	1.00	0.00	0.00
Administrative Associate II	0.00	1.00	1.00
Bus Mechanic I, II, III	2.00	2.00	2.00
Bus Operator	25.00	25.00	25.00
Combination Service Worker	2.50	2.50	2.50
Part-Time Operator	3.00	3.00	3.00
Total FTE Positions	38.00	38.00	38.00

Performance Measures					
Performance Measures	2011	2012	2013	2014	2015
Operating expense per passenger	\$3.25	\$3.62	\$3.78	\$4.22	\$4.97
Operating expense per revenue hour	\$76.79	\$80.81	\$77.80	\$85.01	\$86.01
Passenger per revenue hour	23.62	22.35	20.56	20.14	17.30
Passenger per capita	16.60	15.52	13.54	12.99	11.64
Revenue hours per capita	0.70	0.69	0.66	0.65	0.67
Passenger revenue per passenger	\$0.86	\$0.94	\$0.72	\$0.76	\$0.90
Passenger revenue to operating cost	27%	26%	19%	18%	18%



City of Eau Claire 2017 Adopted Operating Budget

Public Transit Cont.

PUBLIC TRANSIT
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Intergovernmental Revenue	\$ 15,015	\$ -	\$ (15,015)	\$ -	\$ -
Fines & Forfeitures	(203)	-	-	-	-
Charges For Services	989,652	1,024,400	626,246	1,024,400	1,105,400
Miscellaneous	55,491	39,000	24,750	39,000	46,000
Non-Operating Revenue	3,312,120	3,411,900	458,836	3,422,900	3,553,800
Other Financing Sources	720,253	1,128,300	-	1,117,300	1,153,600
Total Revenues & Other Financing Sources:	5,092,328	5,603,600	1,094,817	5,603,600	5,858,800
Expenditures & Other Financing Uses:					
Personal Services	2,834,755	2,797,400	1,386,396	2,864,200	2,956,700
Contractual Services	1,674,820	1,809,600	870,143	1,613,600	1,810,700
Utilities	8,752	11,700	4,462	7,700	11,900
Fixed Charges	147,747	184,300	88,134	169,100	179,600
Materials & Supplies	568,335	800,600	284,571	605,600	899,900
Contributions & Other Payments	-	-	-	-	-
Non Operating Proprietary	-	-	-	-	-
Total Expenditures & Other Financing Uses:	5,234,409	5,603,600	2,633,706	5,260,200	5,858,800
Excess (Deficiency) of Funding Sources over Uses	\$ (142,081)	\$ -	\$ (1,538,889)	\$ 343,400	\$ -
Working Capital:					
Current Assets	\$ 1,007,275				
Less Current Liabilities	(1,007,275)				
Beginning Balance				\$ -	\$ 343,400
Changes in Working Capital:					
From Operations				343,400	-
Less working capital used in operations				-	-
Non Cash Revenues & Expenses - Net				-	-
Ending Balance	\$ -			\$ 343,400	\$ 343,400



City of Eau Claire 2017 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

	2015	2016	2017
Program Supervisor	1.00	0.00	0.00
Facility & Program Supervisor	0.00	1.00	1.00
Assistant Facilities Supervisor	0.00	1.00	1.00
Assistant Rink Manager	1.00	0.00	0.00
Total FTE Positions	2.00	2.00	2.00

Hours Rented	2011	2012	2013	2014	2015
O'Brien Rink	1,831	1,716	1,703	1,879	2,046
Akervik Rink	1,648	1,691	2,218	2,177	1,907
Hughes Rink	1,100	1,292	1,387	1,569	1,511
Room Rentals (Hours)	870	965	1,022	1,835	1,581
Dry Floor Rentals (Hours)	79	44	134	117	254
Total Hours Utilized	5,528	5,708	6,464	7,577	7,299

Open Skate Attendance

	2011	2012	2013	2014	2015
Total Paid Attendance	8,136	8,674	7,026	8,854	7,471



City of Eau Claire 2017 Adopted Operating Budget

Hobbs Municipal Ice Center Cont.

HOBBS MUNICIPAL ICE CENTER
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 723,920	\$ 769,300	\$ 358,779	\$ 712,600	\$ 754,600
Miscellaneous	51,435	51,300	48,113	64,300	73,600
Other Financing Sources	206,740	165,800	75,000	247,900	205,600
Total Revenues & Other Financing Sources:	982,095	986,400	481,892	1,024,800	1,033,800
Expenditures & Other Financing Uses:					
Personal Services	249,839	219,300	128,841	240,200	254,700
Contractual Services	102,790	93,000	59,277	111,500	93,700
Utilities	254,403	293,200	129,423	246,300	293,500
Fixed Charges	10,192	11,100	5,292	9,800	11,100
Materials & Supplies	63,274	61,800	35,807	62,000	74,900
Non Operating Proprietary	102,555	98,000	48,857	98,000	90,900
Total Expenditures & Other Financing Uses:	783,053	776,400	407,498	624,200	818,800
Excess (Deficiency) of Funding Sources over Uses	\$ 199,042	\$ 210,000	\$ 74,394	\$ 400,600	\$ 215,000
Working Capital:					
Current Assets	\$ 88,697				
Less Current Liabilities	(88,697)				
Beginning Balance				\$ -	\$ -
Changes in Working Capital:					
From Operations				400,600	215,000
Payment on Advances				(210,000)	(215,000)
Non Cash Expenses				-	-
Change in Balance Sheet Accounts				-	-
Ending Balance	\$ -			\$ 190,600	\$ -



City of Eau Claire 2017 Adopted Operating Budget

Fairfax Municipal Pool

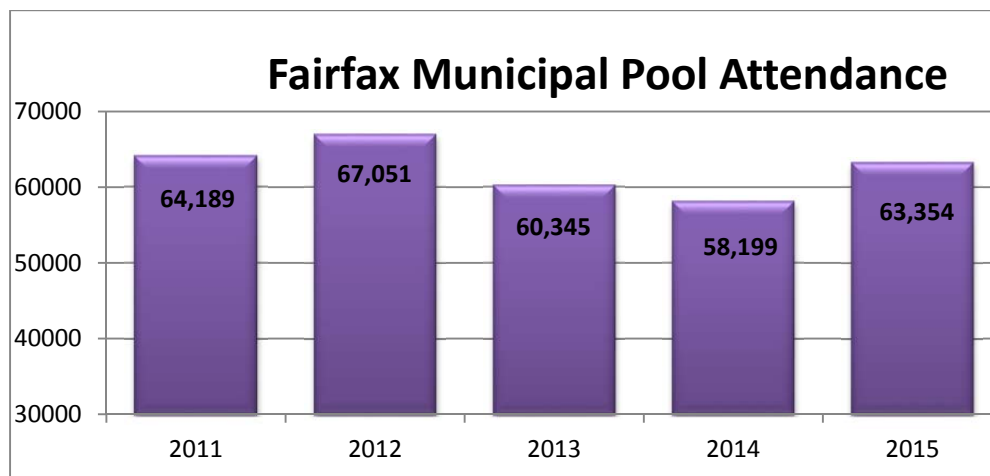
Fairfax Pool includes a 450,000-gallon main pool and a 150,000-gallon diving well, which were constructed in 1991. Features include a bathhouse, concessions stand, diving boards, zero depth play feature, water slide, playground equipment, picnic pavilion, shaded deck area, zero depth area and a 50-meter 8-lane competitive pool. In the fall of 2012 a new mechanical building was completed with new high rate sand filters, pumps, Variable Frequency Drives and pool heaters. In the spring of 2013 a new sundeck, family changing rooms and water basketball hoops were added. A new children's aquatic play feature was installed in the zero depth area and inflatable amenity added to the deeper water in 2015.

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.



	2011	2012	2013	2014	2015
Season Pass Sales	843	883	880	2,220*	2,480*
Scholarships	55	67	87	369*	303*
Pavillion Rentals	44	41	45	48	54
Transportation Attendance	3,490	3,856	3,517	3,831	3,136

*2014 and 2015 season pass numbers reflect total number of pass holders. Previous years counted one family as one pass.



City of Eau Claire 2017 Adopted Operating Budget

Fairfax Municipal Pool Cont.

FAIRFAX MUNICIPAL POOL
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Fines and Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
Charges For Services	284,552	254,900	147,419	285,800	263,300
Miscellaneous	6,400	9,700	-	7,200	12,200
Other Financing Sources	54,559	88,700	2,210	34,400	67,500
Total Revenues & Other Financing Sources:	345,511	353,300	149,629	327,400	343,000
Expenditures & Other Financing Uses:					
Personal Services	190,159	203,000	78,619	203,000	197,700
Contractual Services	86,237	29,500	19,791	36,700	29,600
Utilities	45,787	52,400	14,988	36,500	39,700
Fixed Charges	7,123	7,100	5,178	7,300	7,400
Materials & Supplies	68,041	61,300	42,581	61,300	67,800
Contributions & Other Payments	879	-	382	400	800
Total Expenditures & Other Financing Uses:	398,226	353,300	161,539	345,200	343,000
Excess (Deficiency) of Funding Sources over Uses	\$ (52,714)	\$ -	\$ (11,909)	\$ (17,800)	\$ -
Working Capital:					
Current Assets	\$ 5,079				
Less Current Liabilities	(5,079)				
Beginning Balance				\$ -	\$ -
Changes in Working Capital:					
From Operations				-	-
Non Cash Expenses				-	-
Ending Balance	\$ -			\$ -	\$ -

City of Eau Claire, Wisconsin

2017 Adopted Operating Budget

Adopted November 2016



Internal Service Funds

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Central Equipment	G-3



City of Eau Claire 2017 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 has 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

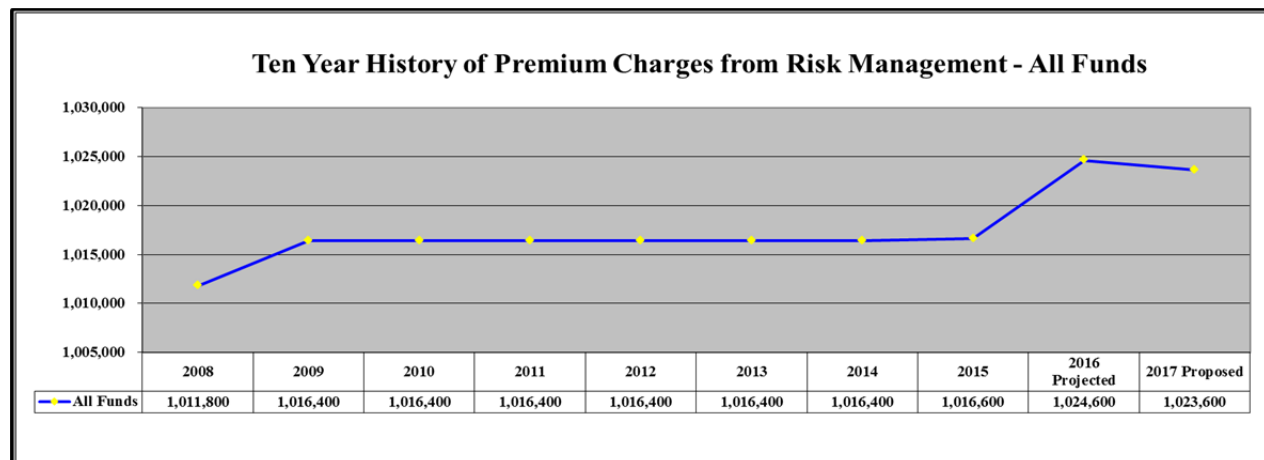
- Risk Management events (see graph to right).
- Stable charges to other funds and departments (see below).



**Risk Management
Authorized Full-Time
Risk Manager**

2015	2016	2017
1.00	1.00	1.00

Total FTE Positions 1.00 1.00 1.00



Notes: Premium charge to Transit decreased by \$10,000 in 2008 and increase by \$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 2017 Adopted Operating Budget

Risk Management Cont.

RISK MANAGEMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Charges For Services - Intragovernmental	\$ 1,725,021	\$ 1,740,300	\$ 865,545	\$ 1,750,300	\$ 1,735,200
Other Operating Revenue	108,854	70,000	14,672	85,300	70,000
Miscellaneous	150,220	116,600	16,932	101,600	123,800
Total Revenues & Other Financing Sources:	<u>1,984,094</u>	<u>1,926,900</u>	<u>897,150</u>	<u>1,937,200</u>	<u>1,929,000</u>
Expenditures & Other Financing Uses:					
Personal Services	146,841	146,000	57,813	137,500	150,100
Contractual Services	103,231	89,000	46,545	92,400	89,000
Utilities	294	400	172	300	400
Fixed Charges	1,752,843	2,164,200	961,683	1,894,700	2,164,200
Materials & Supplies	1,961	6,200	3,238	4,900	6,200
Other Financing Uses	200,000	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>2,205,170</u>	<u>2,405,800</u>	<u>1,069,451</u>	<u>2,129,800</u>	<u>2,409,900</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ (221,076)</u>	<u>\$ (478,900)</u>	<u>\$ (172,301)</u>	<u>\$ (192,600)</u>	<u>\$ (480,900)</u>
Working Capital:					
Current Assets	\$ 7,164,270				
Less Current Liabilities	(320,550)				
Beginning Balance				\$ 6,843,720	\$ 6,651,120
Changes in Working Capital:					
From Operations				(192,600)	(480,900)
Advance to Other Funds				-	-
Change in Balance Sheet Accounts				-	-
Ending Balance	<u>\$ 6,843,720</u>			<u>\$ 6,651,120</u>	<u>\$ 6,170,220</u>



City of Eau Claire 2017 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.

Fleet Vehicles

- 22 Fire department trucks and vehicles
- 53 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.
- Evaluate equipment values and repairs in order to plan for an efficient and safe fleet.
- To provide supplies, tools and materials for the employees to complete assigned project in a cost effective and timely manner.

Outputs

- Supplied 277,212 gallons of diesel fuel for the city fleet in 2015.
- Supplied 123,305 gallons of gasoline for the city fleet in 2015
- 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.
- Complete 3,068 equipment repair orders.
- Replaced and update 16 pieces of equipment in 2015.

Central Equipment Authorized Full-Time	2015	2016	2017
Service Technician	1.00	1.00	1.00
Clerical Technician	1.00	0.00	0.00
Administrative Associate II	0.00	1.00	1.00
Business Analyst	0.00	0.00	0.25
Mechanic I, III	5.00	5.00	5.00
Community Service Worker I	0.00	2.00	2.00
Stores Clerk	2.00	0.00	0.00
Total FTE Positions	9.00	9.00	9.25



City of Eau Claire 2017 Adopted Operating Budget

Central Equipment Cont.

CENTRAL EQUIPMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Charges For Services - Intragovernmental	4,596,828	4,715,100	2,364,613	4,677,500	4,825,600
Miscellaneous	273,322	311,400	141,135	261,700	311,400
Other Financing Sources	-	2,000	21,007	50,000	2,000
Total Revenues & Other Financing Sources:	4,870,150	5,028,500	2,526,755	4,989,200	5,139,000
Expenditures & Other Financing Uses:					
Personal Services	932,849	1,050,900	530,262	998,900	1,059,800
Contractual Services	423,390	468,800	231,038	468,800	521,800
Utilities	183,845	234,500	102,426	178,600	220,000
Fixed Charges	138,111	159,700	81,084	153,100	159,700
Materials & Supplies	1,469,035	1,783,900	589,406	1,403,100	1,611,000
Non Operating Proprietary	31,075	-	15,000	15,000	-
Total Expenditures & Other Financing Uses:	3,178,305	3,697,800	1,549,216	3,217,500	3,572,300
Excess (Deficiency) of Funding Sources over Uses	\$ 1,691,844	\$ 1,330,700	\$ 977,540	\$ 1,771,700	\$ 1,566,700
Working Capital:					
Current Assets	\$ 4,918,762				
Less Current Liabilities	(163,770)				
Beginning Balance				\$ 4,754,992	\$ 4,375,592
Changes in Working Capital:					
From Operations				1,771,700	1,566,700
Transfer to CIP				(1,854,800)	(2,000,300)
Transfer to CIP-Fire Equipment				(296,300)	(40,000)
Non-cash Revenues & Expenses-net				-	-
Ending Balance	\$ 4,754,992			\$ 4,375,592	\$ 3,901,992

City of Eau Claire, Wisconsin

2017 Adopted Operating Budget

Adopted November 2016



Component Units

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City of Eau Claire 2017 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 District.

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 (three 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.
- Completed negotiations to sell 1807 N. Oxford Avenue for development.
- 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.
- A new four story parking ramp opened for business in September 2016.
- Currently marketing additional sites in the North Barstow Redevelopment Area.



City of Eau Claire 2017 Adopted Operating Budget

REDEVELOPMENT AUTHORITY
Budget Summary
Revenues & Expenditures

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ 25,431	\$ 4,800	\$ 4,556	\$ 4,800	\$ -
Other Financing Source	-	-	-	-	-
Total Revenues & Other Financing Sources:	25,431	4,800	4,556	4,800	-
Expenditures & Other Financing Uses:					
Contractual Services	338,136	5,300	4,627	5,300	5,300
Utilities	7,538	10,900	6,440	9,700	11,100
Fixed Charges	6,319	1,000	-	800	1,000
Materials & Supplies	53	100	-	-	100
Contributions & Other Payments	216,700	-	-	-	-
Non Operating Proprietary	743,591	60,000	-	60,000	60,000
Total Expenditures & Other Financing Uses:	1,312,337	77,300	11,067	75,800	77,500
Excess (Deficiency) of Funding Sources over Uses	\$ (1,286,906)	\$ (72,500)	\$ (6,510)	\$ (71,000)	\$ (77,500)
Working Capital:					
Current Assets	\$ 172,279				
Less Current Liabilities	-				
Beginning Balance				\$ 172,279	\$ 161,279
Changes in Working Capital:					
From Operations				(71,000)	(77,500)
Developer Installment				60,000	60,000
Transfer to CIP				-	-
Non-cash Revenue & Expense-Net				-	-
Ending Balance	\$ 172,279			\$ 161,279	\$ 143,779



City of Eau Claire 2017 Adopted Operating Budget

South Barstow Business Improvement District

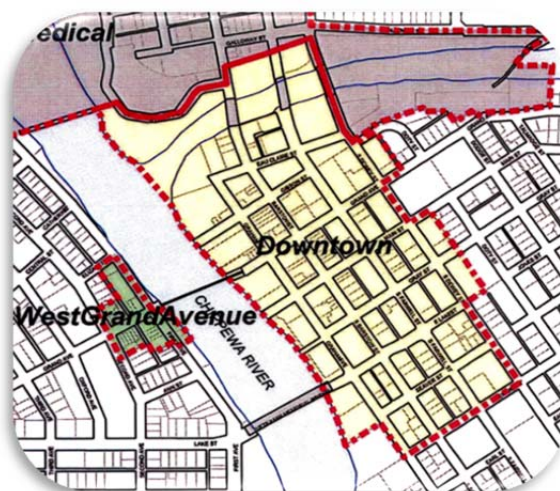
The South Barstow (formerly Downtown) Business Improvement District (BID) was created in 1984 to allow business and property owners to develop, manage, and promote downtown Eau Claire and to establish an assessment method to fund these activities. The District has been in existence for 30 years. A 15-member 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 2017 Adopted Operating Budget



SOUTH BARSTOW BID #1
Budget Summary
Revenues & Expenditures

	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Operating Budget					
Revenues & Other Financing Sources:					
Taxes	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 105,000
Miscellaneous	90	300	87	300	-
Total Revenues & Other Financing Sources:	80,090	80,300	80,087	80,300	105,000
Expenditures & Other Financing Uses:					
Contractual Services	17,460	21,500	15,015	17,300	25,000
Utilities	15,435	17,000	5,427	14,600	17,500
Fixed Charges	360	400	-	400	400
Materials & Supplies	10,586	14,100	9,614	11,900	45,100
Contributions & Other Payments	31,000	31,000	31,000	31,000	40,000
Other Financing Uses	-	-	-	-	-
Total Expenditures & Other Financing Uses:	74,841	84,000	61,057	75,200	128,000
Excess (Deficiency) of Funding Sources over Uses	\$ 5,249	\$ (3,700)	\$ 19,031	\$ 5,100	\$ (23,000)
Available Fund Balance:					
Restricted					
South Barstow Bid	23,598			\$ 28,698	\$ 5,698
Ending Balance	\$ 23,598			\$ 28,698	\$ 5,698



City of Eau Claire 2017 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 2017 Adopted Operating Budget

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

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Miscellaneous	31	100	790	800	-
Non-Operating Revenue	3,294	3,100	972	2,400	1,100
Total Revenues & Other Financing Sources:	18,325	18,200	16,763	18,200	16,100
Expenditures & Other Financing Uses:					
Contractual Services	9,404	13,500	4,388	4,400	13,500
Fixed Charges	275	300	-	300	300
Contributions & Other Payments	1,200	1,200	1,200	1,500	1,200
Capital Purchases	-	-	-	-	-
Total Expenditures & Other Financing Uses:	10,879	15,000	5,588	6,200	15,000
Excess (Deficiency) of Funding Sources over Uses	\$ 7,446	\$ 3,200	\$ 11,174	\$ 12,000	\$ 1,100
Available Fund Balance:					
Restricted					
West Grand BID	\$ 14,305			\$ 26,305	\$ 27,405
Ending Balance	\$ 14,305			\$ 26,305	\$ 27,405



City of Eau Claire 2017 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 2017 Adopted Operating Budget

*WATER STREET BID #3
Budget Summary
Revenues & Expenditures*

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
Miscellaneous	12,784	-	44	4,600	-
Total Revenues & Other Financing Sources:	23,784	11,000	11,044	15,600	11,000
Expenditures & Other Financing Uses:					
Contractual Services	8,065	6,400	7,578	8,000	7,300
Fixed Charges	305	300	273	300	300
Materials & Supplies	-	1,600	-	-	700
Contributions & Other Payments	2,700	2,700	2,700	2,700	2,700
Other Financing Uses	-	-	-	-	-
Total Expenditures & Other Financing Uses:	11,070	11,000	10,551	11,000	11,000
Excess (Deficiency) of Funding Sources over Uses	\$ 12,714	\$ -	\$ 493	\$ 4,600	\$ -
Available Fund Balance:					
Restricted					
Water Street BID	\$ 23,008			\$ 27,608	\$ 27,608
Ending Balance	\$ 23,008			\$ 27,608	\$ 27,608



City of Eau Claire 2017 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 2017 Adopted Operating Budget

*NORTH BARSTOW BID #4
Budget Summary
Revenues & Expenditures*

Operating Budget	2015 Actual	2016 Adopted	2016 6 Month Actual	2016 Projection	2017 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 44,000	\$ 44,000	\$ 44,000	\$ 44,000	\$ 44,000
Miscellaneous	394	900	361	1,000	-
Total Revenues & Other Financing Sources:	44,394	44,900	44,361	45,000	44,000
Expenditures & Other Financing Uses:					
Contractual Services	13,272	27,600	12,618	19,100	27,600
Fixed Charges	-	400	-	-	400
Materials & Supplies	-	1,000	-	-	1,000
Contributions & Other Payments	15,000	15,000	15,000	18,100	15,000
Other Financing Uses	-	-	-	-	-
Total Expenditures & Other Financing Uses:	28,272	44,000	27,618	37,200	44,000
Excess (Deficiency) of Funding Sources over Uses	\$ 16,123	\$ 900	\$ 16,743	\$ 7,800	\$ -
Available Fund Balance:					
Restricted					
North Barstow BID	\$ 217,408			\$ 225,208	\$ 225,208
Ending Balance	\$ 217,408			\$ 225,208	\$ 225,208

City of Eau Claire, Wisconsin

2017 Adopted Operating Budget

Adopted November 2016



Adopted Capital Improvement Plan

Adopted July 12, 2016

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City of Eau Claire 2017 Adopted Capital Improvement Plan

Adopted July 12, 2016



Funding Summary

Beginning Balance	\$ 2,510,200
Water Utility Operating Income	2,727,000
Sewer Utility Operating Income	261,000
Storm Water Util. Operating Income	500,000
Central Equip. Operating Income	2,000,300
Central Equip. Fire Reserves	40,000
Library Operating Income	71,000
RDA Operating Income	-
Transfer from General Fund	2,747,000
Transfer from Community Enhanc.	369,900
Transfer from Economic Development	200,000
Transfer from Other Funds	-
General Obligation Bonds	14,817,000
Special Assessment Notes	1,600,000
Revenue Bonds	800,000
TIF Bonds	3,105,000
Advance from General Fund	-
Federal Aid	348,000
State Aid	100,000
Net Tax Increment & Interest	1,741,200
Other	193,800
Total Funding	\$ 34,131,400

Project Summary

Water Utility	\$ 3,377,000
Sewer Utility	1,690,000
Storm Water Improvements	1,700,000
Parking Utility	1,250,000
Public Transit	435,000
Hobbs Municipal Ice Center	290,000
Fairfax Municipal Pool	135,000
Central Equipment	2,140,700
Environmental Improvements	95,000
Land, Buildings, & Equipment	3,307,600
Street Improvements	10,776,400
Parks & Recreation Improvements	3,375,000
TID #8 - Downtown Redev. Area	1,482,500
TID #9 - Gateway NW Park Overlay	1,468,100
TID #10 - Confluence Project	1,254,500
TID #11 - Downtown	822,700
Library Improvements	392,500
Redevelopment Authority	200,000
Total Projects	\$ 34,192,000

City of Eau Claire 2017 Adopted Capital Improvement Plan

Adopted July 12, 2016



Fund 402 - Water Utility

Revenue

Water Utility Operating Income	\$ 2,577,000
Revenue Bonds	800,000
Total Revenue	<u>3,377,000</u>

Expenses

City-Wide Main Repl./Extension	2,000,000
Hydrant/Main Valve Replacement	100,000
Replace & Repair Laterals	100,000
Meter Replacements	450,000
Water Treatment Plant Repairs	100,000
Well Reconditioning	100,000
Pitless Well (Replacing Well 10)	387,000
Pressure Reducing Station-Prairie Circle	140,000
Total Expenses	<u>\$ 3,377,000</u>

Fund 404 - Sewer Utility

Revenue

Beginning Balance	\$ 1,429,000
Sewer Utility Operating Income	261,000
Total Revenue	<u>1,690,000</u>

Expenses

City-Wide Main Replacement/Ext.	1,400,000
Wastewater Treatment Plant Repairs	100,000
Manhole Rehabilitation	100,000
Eau Claire Lift Station Improvement	90,000
Total Expenses	<u>\$ 1,690,000</u>

Fund 405 - Storm Water

Revenue

Beginning Balance	\$ -
Storm Water Util. Operating Income	500,000
General Obligation Bonds	1,200,000
Total Revenue	<u>1,700,000</u>

Expenses

City-Wide Storm Water	1,400,000
Detention Basin Acquisition/Develop.	300,000
Total Expenses	<u>\$ 1,700,000</u>

Fund 406 - Parking Utility

Revenue

Beginning Balance	\$ -
Transfer from General Fund	-
General Obligation Bonds	1,250,000
Total Revenue	<u>1,250,000</u>

Expenses

Gibson Street Ramp Repairs	1,200,000
Riverside Parking Deck Repairs	50,000
Total Expenses	<u>\$ 1,250,000</u>

Fund 408 - Transit

Revenue

Transfer from General Fund	\$ -
Federal Aid	348,000
General Obligation Bonds	87,000
Total Revenue	<u>435,000</u>

Expenses

Bus Replacement (4) 35-foot	435,000
Total Expenses	<u>\$ 435,000</u>

Fund 410 - Hobbs

Revenue

Beginning Balance	\$ 100
Transfer from Community Enhanc.	89,900
General Obligation Bonds	200,000
Total Revenue	<u>290,000</u>

Expenses

NAHL Addition-Junior Hockey Team	200,000
Retractable Bleachers	20,000
Parking Lot Resurfacing	20,000
Parking Lot LED Lights & Sign	50,000
Total Expenses	<u>\$ 290,000</u>

City of Eau Claire 2017 Adopted Capital Improvement Plan

Adopted July 12, 2016



Fund 412 - Fairfax Pool

Revenue

Beginning Balance	\$ 105,000
Transfer from Community Enhanc.	30,000
Total Revenue	135,000

Expenses

Outdoor Locker Room Rebuild	75,000
Polyaspartic Floor Instal Bathhouse/Conc.	60,000
Total Expenses	\$ 135,000

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	\$ 100,400
Central Equip. Operating Income	2,000,300
Central Equip. Fire Reserves	40,000
Total Revenue	2,140,700

Expenses

Central Equipment Vehicle Replacement	1,650,000
Fire Dept. Vehicle Replacement	40,000
Security Expansion	10,000
CMF Building Repair/Remodel	129,600
Squad Cars	92,000
Wood Chipper	80,000
Streets Pickup Truck	58,000
Special Event Trailer	10,000
Salt and Sand Dispensing Bins	66,000
Metal Break	5,100
Total Expenses	\$ 2,140,700

Fund 434 - Land, Bldg, & Equip.

Revenue

Beginning Balance	\$ 449,600
Transfer from General Fund	980,600
General Obligation Bonds	1,860,000
Other	17,400
Total Revenue	3,307,600

Expenses

Land Acquisition Reserve	150,000
Management Information Systems	590,000
Police Body Armor Repl.	10,000
Police Department Equipment Repl.	40,000
Police Regional Forensic Lab Equip.	50,000
Fire Dept. Gear Replacement	196,300
City Hall Security Expansion	10,000
Fiber Optics Conduit	50,000
Building Maint Equipment	25,000
Forensic Drying Booths & Fuming Chamber:	25,000
Public Space Cameras	20,000
Public Building Repair/Renovation	1,514,500
Fire Station # 10 Replacement	350,000
Voting Equipment Replacement	200,000
Weather Warning Sirens	25,000
Traffic Counting & Speed Detecting Equip.	9,000
Hoover Chapel Door Repl. & Painting	7,800
Bond Issue Costs	35,000
Total Expenses	\$ 3,307,600

City of Eau Claire 2017 Adopted Capital Improvement Plan

Adopted July 12, 2016



Fund 441 - Transportation Improv.

Revenue

Beginning Balance	\$	-
Transfer from General Fund		1,766,400
Water Utility Operating Income		150,000
General Obligation Bonds		7,260,000
Special Assessment Notes		1,600,000
Total Revenue		10,776,400

Expenses

Street & Sidewalk Improvement Program		5,250,700
Alley Improvement Program		250,000
Boulevard Tree Replacement Program		94,700
Road Lighting Installation & Upgrade		100,000
Bicycle/Wayfinding Signage Program		25,000
Bridge Maintenance Program		350,000
Hazard Elimination Projects		20,000
Multipurpose Trail Maintenance		30,000
Carson park Causeway (Street & Bridge)		2,250,000
Clairemont Frontage RD/Kenny Rd Realign.		1,250,000
Traffic Signal Installation & Upgrade		100,000
Grand Ave Pedestrian Bridge Redeck		50,000
Old Abe Trail Wall Rehab		21,000
Short Street Reconstruction & Water Main		850,000
Bond Issue Costs		135,000
Total Expenses	\$	10,776,400

Fund 450 - Park Improvements

Revenue

Beginning Balance	\$	40,000
State Aid		100,000
Transfer from Community Enhanc.		250,000
General Obligation Bonds		2,960,000
Other		25,000
Total Revenue		3,375,000

Expenses

Half Moon Lake: Alum Treatment		100,000
Half Moon Lake: Endothol		93,000
Playground Equipment Replace. Parts		10,000
Park Structures Maintenance		10,000
Baseball Seating/Artificial Turf		2,450,000
Playground Equipment Repl.		512,000
Playground Equipment		100,000
Phoenix Park: Paint/Stain Buildings		30,000
Southwest Dog Park & Boat Launch		25,000
Bond Issue Costs		45,000
Total Expenses	\$	3,375,000

Fund 490 - Library

Revenue

Beginning Balance	\$	261,500
Library Operating Income		71,000
Other		60,000
Total Revenue		392,500

Expenses

Boiler Replacement		193,000
Front Apron		70,000
Automated Checkouts		60,000
Retaining Wall Repairs		50,000
Tuck Point Repairs		19,500
Total Expenses	\$	392,500

Fund 495 - RDA

Revenue

RDA Operating Income	\$	-
Transfer from Economic Development		200,000
Total Revenue		200,000

Expenses

Redevelopment District Improvements		200,000
Total Expenses	\$	200,000

City of Eau Claire 2017 Adopted Capital Improvement Plan

Adopted July 12, 2016



Fund 464 - TID #8

Revenue

Beginning Balance	\$ (326,400)
TIF Bonds	-
Net Tax Increment & Interest	1,166,400
Other	<u>91,400</u>
Total Revenue	<u>931,400</u>

Expenses

Debt Service, Admin Charge	1,482,500
Confluence Contribution	-
Bond Issue Costs	-
Total Expenses	<u>\$ 1,482,500</u>

Fund 465 - TID #9

Revenue

Beginning Balance	\$ 329,600
TIF Bonds	1,400,000
Net Tax Increment & Interest	97,300
Total Revenue	<u>1,826,900</u>

Expenses

Construction	1,400,000
Debt Service & Admin Charge	28,100
Marketing & Bond Issue Costs	<u>40,000</u>
Total Expenses	<u>\$ 1,468,100</u>

Fund 466 - TID #10

Revenue

Beginning Balance	\$ 26,800
TIF Bonds	1,000,000
Net Tax Increment & Interest	<u>359,800</u>
Total Revenue	<u>1,386,600</u>

Expenses

Debt Service & Admin Charge	213,100
Bond Issue Costs	41,400
Haymarket Plaza	<u>1,000,000</u>
Total Expenses	<u>\$ 1,254,500</u>

Fund 467 - TID #11

Revenue

Beginning Balance	\$ (400)
TIF Bonds	705,000
Net Tax Increment & Interest	<u>117,700</u>
Total Revenue	<u>822,300</u>

Expenses

Debt Service & Admin Charge	200
Bond Issue Costs	28,500
Property Acquisition	350,000
Renovation of Gibson Street Parking Ramp	<u>444,000</u>
Total Expenses	<u>\$ 822,700</u>

City of Eau Claire, Wisconsin
**2017 Adopted
Operating Budget**
Adopted November 2016



Policies

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Budget & Financial Management Policies

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City of Eau Claire 2017 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 City will prepare an annual budget for all operating funds.

The City will maintain a budgetary control system to ensure adherence to the budget and will prepare regular reports comparing actual revenues and expenditures to budgeted amounts.

The City will integrate performance measurements and performance objectives within the operating budget.

A contingency account will be maintained in the annual operating budget to provide for unanticipated expenditures of a non-recurring nature or to meet unexpected increases in service delivery costs. Transfers from the contingency account to the operating programs will require approval by the City Council.

Mid-year adjustments within budgeted accounts of a department may be made with approval of the Department Directors and the Finance Director. Budget adjustments between departments or between funds must be approved by the City Council.

Budgets are classified as either lapsing (spending authority terminates at year-end) or non-lapsing (spending authority continues through the life of a project). All lapsing budgets are prepared for fiscal year operations beginning January 1 and ending December 31. Listed below are all budgeted funds categorized by type of appropriation.

Lapsing Appropriations

General Fund	Storm Water Utility
Economic Development	Parking Utility
Community Enhancement	Public Transit
Downtown Partners	Hobbs Municipal Ice Center
Cemetery Maintenance	Fairfax Municipal Pool
Hazardous Materials Response	Risk Management
Public Library	Central Equipment
City-County Health Department	Redevelopment Authority
Landfill Remediation	S. Barstow Business District
Debt Service Funds	W. Grand Business District
Water Utility	Water St. Business District
Sewer Utility	N. Barstow/Medical Business District

Non-Lapsing Appropriations

Community Development Block Grant
Home Grant
Capital Project Funds

(Non-lapsing budgets are reviewed annually.)



City of Eau Claire 2017 Adopted Operating Budget

OPERATING BUDGET POLICIES (Continued)

Operating budgets are established on a fund - department - program basis. Transfers between departments or between funds must be approved by the City Council. Increases to the approved General Fund operating budget are made only in the following situations:

- Emergency situations
- Appropriation for capital projects
- Appropriation for debt service reserve
- Transfer from contingency
- Non-recurring appropriations with offsetting revenues
- Carry-over of prior year appropriations

CAPITAL BUDGET POLICIES

Funding for infrastructure projects should be obtained from:

- Operating profits
- Bond market
- State Trust Fund loans
- Grants
- General Fund advances

Loans from the General Fund to the utilities shall be paid back over a period not to exceed 30 years at the municipal interest rate at the time of the loan. This method is used because of the following factors:

- 5% of customers are outside City
- Tax-exempt properties pay utility fees

The City shall utilize available funding sources for capital improvements whenever practical and feasible.

- Grant funds
- Special assessments
- Developer contributions

The City will develop a five year capital improvement program, which will be reviewed and updated annually.

The complete five year capital project funding plan must be balanced each year by matching projected expenditures with proposed revenue sources by fund.

Transfers between capital project funds must be approved by the City Council. A transfer within a capital project fund may be approved by the Finance Director.

The City will maintain its physical assets at a level adequate to protect the City's capital investments and to minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of the capital plant and equipment from current revenues, when possible.

The City will try to ensure that industrial acreage is available for development within the City and served with necessary infrastructure.

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.



City of Eau Claire 2017 Adopted Operating Budget

REVENUE POLICIES (Continued)

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. As of 2016 the room tax rate is eight percent.

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 percent of the cost of supplies, administration and personnel.
- Youth instructional fees should cover 75 percent 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.

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 year end 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 percent of the ensuing year's budgeted General Fund expenditures, with a target of 20 percent. Included in the unassigned fund balance is a working capital reserve equal to ten percent 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 percent 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.



City of Eau Claire 2017 Adopted Operating Budget

RESERVE POLICIES (Continued)

Any time the general fund balance is less than the required minimum of 15percent, 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.

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 ten percent 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 percent 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.

DEBT POLICIES

Section 67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed five percent of the equalized valuation of the taxable property in the municipality. Although State Statutes allow five percent of the equalized valuation, the City has set an internal debt goal, which seeks to remain below 3.5 percent (70 percent of the maximum amount allowed by the State Statutes).

Net Direct Debt should not exceed three times (3X) the operating revenues of the City.

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. The City will use short-term debt for bond anticipation purposes only.

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.



City of Eau Claire 2017 Adopted Operating Budget

DEBT POLICIES (Continued)

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.

The City of Eau Claire will follow a policy of full disclosure on every financial report and bond prospectus.

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 percent or more of total direct debt principal is retired in 10 years or less.

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.

General obligation debts will be paid through the General Debt Service Fund, the TIF debt service funds, the Storm Water Utility, and other funds for which general obligation debt is issued. Operating budgets will be prepared to meet the annual principal, interest, and service charge costs for each fund. The General Fund is the fund responsible for general obligation debt payments if there are not amounts sufficient for debt payments in the other funds. Special assessments collected from properties benefited by construction funded with bonded debt will be used for debt service payments or to reduce the level of future debt. Revenue for the TIF debt service fund will include taxes generated by incremental property values within the district, special assessments, interest on cash balances, and transfers, if required.

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 ten year period. A six percent per year interest rate is charged on the unpaid balance in years two through ten. 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 six percent 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 six percent 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 ten 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 ten years for sidewalks.

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



City of Eau Claire 2017 Adopted Operating Budget

SPECIAL ASSESSMENT POLICIES (Continued)

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

- Diseased tree removal.

Special Assessments Due in Year Assessed

- Assessments less than \$100.
- Assessments for current services such as snow removal, weed cutting, etc.
- 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

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

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 of Ordinances). 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 Engineering and Community Services 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



City of Eau Claire 2017 Adopted Operating Budget

PURCHASING POLICIES (Continued)

Small Purchase

- Other than Engineering and Community Services 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.

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 2017 rates are as follows:

	<u>General</u>	<u>Police</u>	<u>Fire</u>
Employee Contribution	6.80%	6.80%	6.80%
City Contribution	<u>6.80%</u>	<u>11.40%</u>	<u>15.70%</u>
Total	<u>13.60%</u>	<u>18.20%</u>	<u>22.50%</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, 2015, was approximately \$100,767, all of which relates to prior service. The estimated remaining period of amortization is 12 years and will be paid through annual operating appropriations.



City of Eau Claire 2017 Adopted Operating Budget

PENSION FUNDING AND REPORTING POLICIES (Continued)

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 2017 the costs are estimated at \$2,090,900. 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, 2015 is shown on the following table:

Unused vacation pay	\$2,406,637
Compensatory time	<u>171,565</u>
Total compensated absences	<u><u>\$2,578,202</u></u>

The estimated current portion of these costs has been included in the 2017 Recommended 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 five 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.



City of Eau Claire 2017 Adopted Operating Budget

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

2017 Adopted Operating Budget

Adopted November 2016



Budget Summaries

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Position Control Summary

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City of Eau Claire 2017 Adopted Operating Budget

Position Control Summary

2017 Adopted Position Control Summary

GENERAL FUND - DEPARTMENT/DIVISION	2015	2016	2017 Changes	2017
ADMINISTRATIVE SERVICES				
City Manager	3.00	3.00		3.00
City Clerk/Elections	2.00	2.00		2.00
Information Services	8.00	8.00		8.00
Total	13.00	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
Purchasing	2.00	2.00		2.00
Total	27.00	27.00		27.00
HUMAN RESOURCES				
Personnel Administration	5.00	5.00		5.00
Total	5.00	5.00		5.00
DEVELOPMENT SERVICES				
Planning Administration	5.00	5.00		5.00
Inspections	7.00	7.00		7.00
Total	12.00	12.00		12.00
ENGINEERING				
Engineering/GIS Asset Management	14.00	14.00		14.00
Community Service Supervisor	-	-	1.0 Added	1.00
Total	14.00	14.00		15.00
COMMUNITY SERVICES				
Administration	5.00	5.00	0.50 Deleted	4.50
Building & Grounds	8.00	8.00	1.0 Deleted	7.00
Forestry	5.00	6.00		6.00
Park Maintenance	21.00	20.00		20.00
Recreation	2.00	2.00		2.00
Street Maintenance Operations	36.00	36.00		36.00
Total	77.00	77.00		75.50
POLICE DEPARTMENT				
Administration	2.00	2.00		2.00
Administrative Services	17.00	17.00		17.00
Patrol Division	75.00	75.00		75.00
Detective Division	21.00	21.00		21.00
Communication Center	23.00	24.00		24.00
Total	138.00	139.00		139.00
FIRE & RESCUE DEPARTMENT				
Fire Administration	2.00	2.00		2.00
Fire Operations	87.00	87.00	1.0 Added	88.00
Fire Inspection	4.75	4.75	1.0 Deleted	3.75
Total	93.75	93.75		93.75
TOTAL GENERAL FUND	383.50	384.50		384.00



City of Eau Claire 2017 Adopted Operating Budget

2017 Adopted Position Control Summary

OTHER FUNDS	2015	2016	2017 Changes	2017
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	0.15 Added	29.15
SEWER UTILITY	26.50	22.50	0.15 Added	22.65
STORM WATER MANAGEMENT	1.00	1.00		1.00
PARKING UTILITY	1.00	-	1.0 Added	1.00
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	9.00	9.00	0.20 Added	9.20
TOTAL OTHER FUNDS (Excluding Library/Health/CDBG)	112.50	107.50		109.00
CITY POSITIONS (Excluding Library / Health / CDBG)	496.00	492.00		493.00
HEALTH DEPARTMENT				
CITY-COUNTY HEALTH DEPARTMENT	36.14	34.78		36.63
CITY-COUNTY HEALTH DEPARTMENT GRANT POSITIONS*	15.42	19.38		19.38
	51.56	54.16		56.01
LIBRARY/ CDBG				
PUBLIC LIBRARY	36.13	36.11		36.11
COMMUNITY DEVELOPMENT BLOCK GRANT	2.26	2.10		2.10
	38.39	38.37		38.21
*Prior to 2015 Health Department grant positions were not included				
TOTAL ALL CITY FUNDS	585.95	584.53		587.22