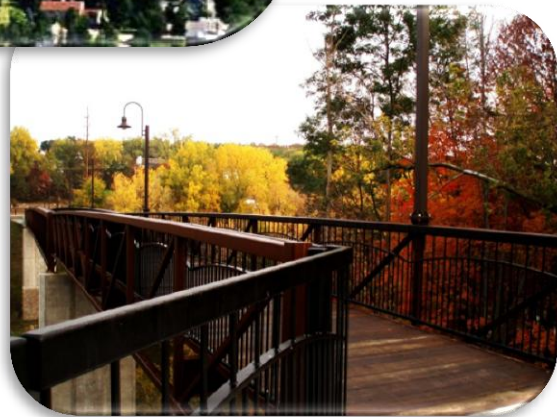
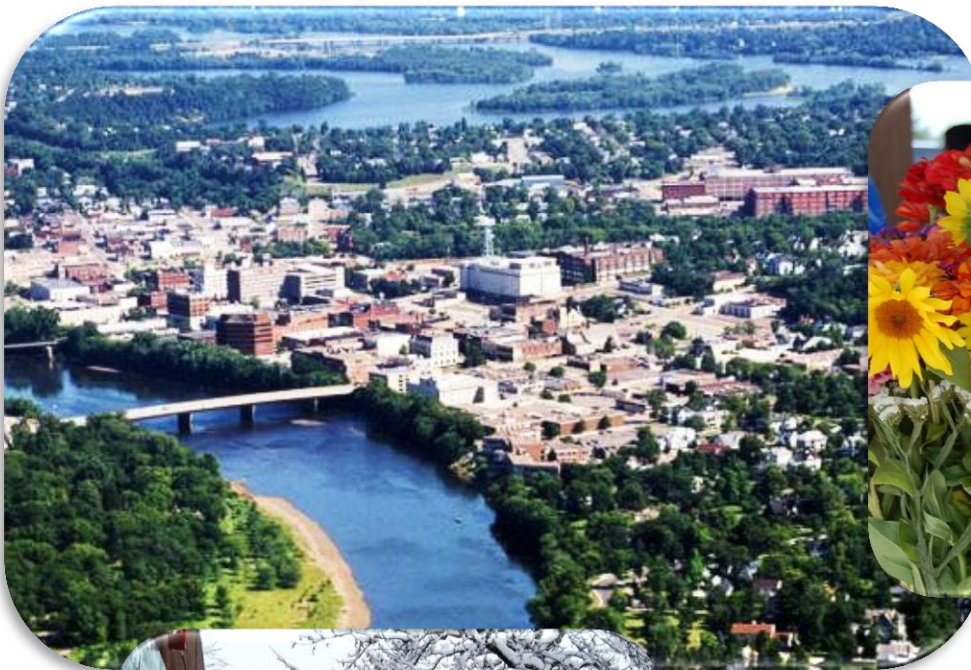


# *City of Eau Claire*

*2013 Adopted*

*Program of Services*

*Adopted November 7, 2012*





**City of Eau Claire, Wisconsin**

***2013 Adopted  
Program of Services***

**Adopted November 7, 2012**

**Prepared by:  
Department of Finance**

**Rebecca K. Noland, CPA  
Director of Finance**

***Member of Government Finance Officers Association  
of the United States and Canada***



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# City of Eau Claire

## City Manager's Post Adoption Budget Message

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### **BUDGET DELIBERATION RESULTS**

As a result of budget deliberations on November 7, 2012, the following changes were approved in the 2013 Program of Services and 2013-2017 Capital Improvement Plan:

#### **General Fund**

Travel and training reimbursements were approved for members of the City's boards and commissions, in an amount up to \$3,000 to be allocated from the City Council's travel and training appropriation of \$24,600. The training reimbursements are subject to the development of a policy relating to the authorization and use of the allocated funds.

The City's Budget and Financial Management Policy for Working Capital was amended from maintaining a working capital reserve of \$3.7 million to an amount equal to 10% of the adopted General Fund budget to provide funds for reasonable cash flow needs and to provide a means of dealing with unforeseen emergencies.

#### **Economic Development Fund**

Support for the Eau Claire Area Economic Development Corporation was increased by \$2,000 to \$90,000, consistent with the amounts provided in previous years.

Support for the Chippewa Valley Innovation Center in the amount of \$12,100 was transferred from an implementation reserve account to a payment for the Center through the Eau Claire Area Economic Development Corporation.

#### **Community Enhancement Fund**

Funding in the amount of \$2,400 was provided to Sculpture Tour Eau Claire to assist in funding a portion of the "People's Choice" award.

#### **City-County Health Department**

Adjustments were made to the City-County Health Department budget to reflect the relative ratios of support by the City and County, which are based on equalized value and are established

by contract. The changes resulted in a net \$2,100 decrease to the City's portion of the tax levy for the Health Department.

### **Central Equipment**

The funding for the 2012 electric vehicle was reallocated to an energy efficiency program for the purchase of vehicles that use alternative fuels, including but not limited to electricity, liquefied natural gas, compressed natural gas, biofuels, and propane or hydrogen fuel cells. The \$37,500 will cover the incremental costs of the alternative fuel technology.

### **Public Transit Improvements and Land, Buildings, and Equipment**

Air conditioning at the Downtown Transit Transfer Center was provided by increasing the General Fund support for Public Transit Improvements by \$12,000 and reducing the General Fund support for window replacements at City Hall in the Land, Buildings, and Equipment Fund.

### **Street Improvements**

The funding for the upgrade of the intersection at CTH Q and Black Avenue was reduced from \$500,000 to \$250,000, while the funding for the arterial streets reconstruction program was increased by the same amount.

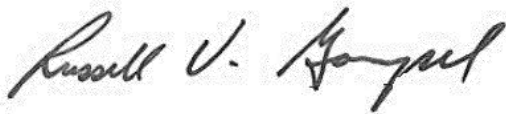
These changes have been incorporated into the 2013 Program of Services and the 2013-2017 Capital Improvement Plan. Following the adoption of the 2013 budget Russell Van Gompel, stepped into his responsibilities as the new City Manager. Under his direction, the City will carry out the operations, programs, and projects approved by the City Council in these documents.

Respectfully submitted,



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Brian G. Amundson  
Interim City Manager



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Russell Van Gompel  
City Manager

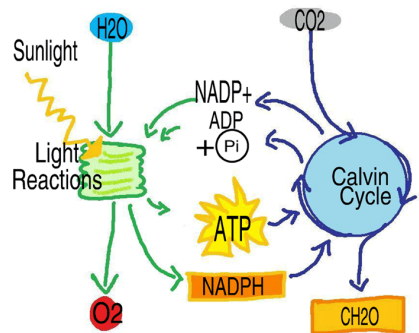


## City of Eau Claire, Wisconsin 2013 Recommended Program of Services

### City Manager Budget Message

#### Local Budgeting by Formula

The Recommended 2013 Program of Services is a reflection of the changes that are affecting municipal finances following passage of Act 10 by the Wisconsin State Legislature in 2011. The City continues to be subject to state imposed levy limits on the amount of revenue that can be generated from property taxes. State aids, which were significantly reduced in 2012, have remained flat in the second year of the State biennium. The expenditure restraint regulations still govern local spending decisions. Development of the 2013 budget can be characterized as a



“budget by formula.” The challenge for this budget and future years is to find the formula or fiscal balance that meets the state imposed requirements while continuing to deliver the public services expected by our citizens – but at the same time not jeopardize the ability of future City Councils to address issues that may emerge by using a sustainable mix of taxes, fees, charges for services, capital reserves and debt to finance improvements to the City’s infrastructure.

The recommended 2013 budget maintains the current level of services with no new programs in the operating budget. The property tax levy increase for City purposes is 1.1% - about \$2 for a typical home. There are only minor changes in staffing. Spending in the City’s operating funds is proposed to be \$324,600 less in 2013 compared to 2012. The Capital Improvement Plan (CIP) has a larger than normal increase in spending as a result of two long-planned projects (1) the Wastewater Treatment Plant upgrade; and (2) construction of the shared Police and Sheriff Law Enforcement Center as part of the Eau Claire County Jail/Courthouse project.

The recommended 2013 City budget of \$152.36 million in expenditures is contained in various types of governmental funds as follows:

General Fund (\$58,337,600 / 38.3%) – the largest of the City’s operating funds that provides for city services most familiar to residents, with a primary source of revenue being the property tax. Police and fire protection, snow plowing, street maintenance, recreation programs and maintenance of parks and ball fields, along with support services are all paid for through the General Fund.

Business Type – Enterprise Funds (\$21,512,200 / 14.1%) – are operating funds in which the services are provided in a business-like manner where user charges and fees for service are the primary source of revenue. Enterprise Funds include the water, sanitary sewer, storm



## 2013 Recommended Program of Services City Manager Budget Message

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water and parking utilities, the Hobbs Ice Arena and the Fairfax Pool. The Transit system is also a business-type fund, but in addition to user charges and property tax support, it also receives more than half of its funding from federal and state operating assistance grants.

Special Revenue Funds (\$12,490,500 / 8.2%) – revenue comes from a variety of sources to pay for special activities such as economic development, disbursement of room tax revenue to outside organizations, downtown support, cemetery maintenance, hazardous material response, the Community Development Block Grant program and landfill remediation. The City portion of funding for the L.E. Phillips Memorial Public Library and the City-County Health Department are also special revenue funds.

Debt Service Fund (\$7,798,000 / 5.1%) – accounts for the payment of principal and interest on the current portion of general obligation long-term debt and accumulates resources for anticipated future payments.

Internal Service Funds (\$5,447,100 / 3.6%) – provides for the City’s insurance and risk management related costs. The Central Equipment fund is also an internal service fund that provides for the maintenance, repair and replacement of vehicles and equipment used by Police, Fire, Parks, Forestry, Cemetery, Public Works and Utilities. The cost of these services is charged back to the using departments and included in their operating budgets.

Component Units (\$266,700 / 0.2%) – includes the funding for the Redevelopment Authority (RDA) and the four Business Improvement Districts (BID’s) that set their own budgets.

Capital Projects (\$46,509,100 / 30.5%) – pays for major, long-term improvements to the City’s facilities, equipment and infrastructure. Often, these funds are closely integrated with the related operating funds such as the water and sewer utilities where user charges pay for a significant level of the capital spending. In other instances, the capital projects are financed through long-term debt or transfers from the General Fund.

### General Fund Summary

The General Fund expenditures in 2013 are budgeted at \$58.3 million, which is \$224,700 less than 2012. State imposed levy limits have restricted the tax levy to a 1.1% increase. The budget includes employee cost-of-living increases at 2%, and assumes that nearly all employees will be paying the state-defined employee share of the retirement costs and 8% of the health insurance costs. The most significant decreases from 2012 are the reductions in the General Fund’s transfers to the Capital Improvement Program and the Economic Development Fund.

## 2013 Recommended Program of Services City Manager Budget Message

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The following tables show a summary of the changes in the General Fund revenues and expenditures:

| <b>General Fund Revenues</b>     |                      |                      |                  |                 |
|----------------------------------|----------------------|----------------------|------------------|-----------------|
|                                  | <b>2012</b>          | <b>2013</b>          |                  |                 |
|                                  | <b>Adopted</b>       | <b>Recommended</b>   | <b>Change</b>    | <b>% Change</b> |
| Tax levy including debt          | \$ 30,360,300        | \$ 30,741,800        | \$ 381,500       | 1.3%            |
| State assistance                 | 10,990,700           | 11,043,900           | 53,200           | 0.5%            |
| Charges for Services             | 3,473,400            | 3,687,300            | 213,900          | 6.2%            |
| Other Revenues                   | 9,584,500            | 9,905,600            | 321,100          | 3.4%            |
| Fund Balance for CIP & Transfers | 4,153,400            | 2,959,000            | (1,194,400)      | -28.8%          |
| <b>Total</b>                     | <b>\$ 58,562,300</b> | <b>\$ 58,337,600</b> | <b>(224,700)</b> | <b>-0.4%</b>    |

The increase in revenues, other than taxes and state aids, equal about 1% of the budget. The largest expenditure increase is in wages, benefits and health insurance. The budgeted increase is about 1.3% of the total General Fund budget, which is higher than the amount of the permitted tax levy increase. The increase for wages and benefits is offset by a small increase in state aids combined with increases in payments in lieu of taxes (PILOTS), special assessments, user charges, fines and forfeitures, licenses and permits, franchise fees, reimbursements from the school district and county for services and interest income. The 2013 budget reflects a savings in utility costs, in part due to HVAC improvements completed in the last several years.

| <b>General Fund Expenditures</b>   |                      |                      |                     |                 |
|------------------------------------|----------------------|----------------------|---------------------|-----------------|
|                                    | <b>2012</b>          | <b>2013</b>          |                     |                 |
|                                    | <b>Adopted</b>       | <b>Recommended</b>   | <b>Change</b>       | <b>% Change</b> |
| Wages, benefits & Health Insurance | \$ 36,666,900        | \$ 37,429,000        | \$ 762,100          | 2.1%            |
| Utilities                          | 1,306,900            | 1,178,300            | (128,600)           | -9.8%           |
| Other Operating Increases          | 15,159,300           | 15,350,500           | 191,200             | 1.3%            |
| Subsidies                          | 2,100,800            | 1,601,200            | (499,600)           | -23.8%          |
| Capital Transfers                  | 3,328,400            | 2,778,600            | (549,800)           | -16.5%          |
| <b>Total</b>                       | <b>\$ 58,562,300</b> | <b>\$ 58,337,600</b> | <b>\$ (224,700)</b> | <b>-0.4%</b>    |

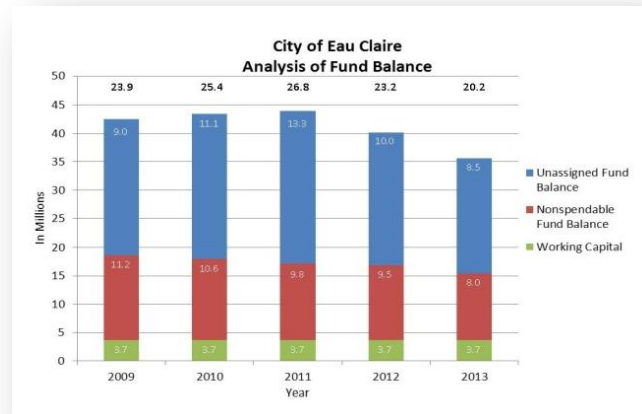
Two important budget issues are illustrated in the summary. First, the current state legislation limits the levy to the amount of new construction only – about 1% in 2012, which is not sufficient to cover modest wage and benefit increases for employees when combined with other cost increases. Second, the City has very little ability to pay for capital projects on a pay-as-we-

## 2013 Recommended Program of Services City Manager Budget Message

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go basis. Under the levy limit statutes, the City is not able to consider increases in the levy to pay for on-going capital improvements. Instead, annual expenditures for streets, parks and facilities must be financed by drawing down limited fund balance reserves or through debt. In order to preserve the General Fund unassigned fund balance for capital outlays that are not easily debt-financed, and for transition reserves in anticipation of future state aid reductions, the use of fund balance in 2013 is budgeted at \$1.05 million less than in 2012.

At the end of 2013, the General Fund is expected to have a fund balance of \$20.2 million, as compared to \$26.8 million at the end of 2011. The projected budget indicates that \$8.5 million of the \$20.2 million will be unassigned fund balance and therefore available for one-time uses, as compared to \$13.3 million at the end of 2011.



### 2013-2017 Capital Improvement Plan

The proposed financing plan and project descriptions included in the recommended five-year Capital Improvement Program (CIP) are contained in a separate document. The CIP for 2013 through 2017 includes projects totaling \$179 million and can best be characterized as a “*Maintenance Capital Plan*” in which \$110 million is estimated to be needed for projects such as replacing water meters, painting water storage reservoirs, maintaining parking ramps, replacing buses, repairing bridges and maintaining city parks.

The CIP includes three major projects that have been in the planning stages for several years (1) Wastewater Treatment Plant upgrades (\$49.2 million); (2) Police and Sherriff’s department shared space remodeling at the Eau Claire County Courthouse (\$5.7 million); and (3) repairs to or replacement of Fire Station No. 10 (\$2.9 million).

The City has received a high level of inquiry from the public about train horn noise that has resulted from increased train traffic through the community. The recommended 2013 CIP includes \$100,000 from the Street Fund to initiate the necessary studies with the Union Pacific Railroad (UPRR) for the possible establishment of “Quiet Zones” at street/rail crossings.

# 2013 Recommended Program of Services

## City Manager Budget Message

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### 2013 Budget Features

#### Valuation, Tax Levies and Rates

The assessed valuation for taxing purposes is projected to be \$4.288 billion, which is a 0.94% increase from 2012. The levy increase is nearly offset by new growth and the net levy increase is therefore only 0.2%. The combined City, Library, and Health Department levy increase is 1.1%. For a home valued at \$150,000, the combined City taxes will increase \$2.

| TAXES PER \$150,000 HOME              |                 |                 |             |             |
|---------------------------------------|-----------------|-----------------|-------------|-------------|
|                                       | 2012            | 2013            | Inc.        | %           |
| <b>Collected for City Government:</b> |                 |                 |             |             |
| City of Eau Claire                    | \$ 1,071        | \$ 1,075        | \$ 4        | 0.4%        |
| Public Library                        | 102             | 101             | (1)         | -1.0%       |
| City-County Health                    | 60              | 59              | (1)         | -1.7%       |
| <b>Total City Government</b>          | <b>\$ 1,233</b> | <b>\$ 1,235</b> | <b>\$ 2</b> | <b>0.2%</b> |

#### Position Changes

Funding for one General Fund position has been reduced by one-third. The City of Altoona has shared the expense of a fire inspector position for the past several years. The City of Altoona reduced the support for the position to one-third in 2012. Altoona has indicated they intend to utilize in-house staff for fire inspections in 2013 and therefore will not fund a shared position with the City of Eau Claire in 2013. The recommended 2013 budget reduces funding for the position by one-third and includes a transition amount in the Fire Department budget to allow time to restructure the position.

The Federal Triennial Review and the State of Wisconsin Management Performance Review of the Transit System both noted a need for supervisory staff during evening and Saturday service hours. The recommended budget includes the addition of a part-time Driver-Supervisor.

With these changes the number of full-time equivalent (FTE) positions increases from 493.75 to 493.92, excluding the Library and Health Department staff. The City has reduced staffing by 31 employees since 2003, which represents a 6% reduction in personnel.

#### Economic Development

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. Among these agencies are the Eau Claire Area Economic Development Corporation (ECAEDC),



## 2013 Recommended Program of Services City Manager Budget Message

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the Chippewa Valley Innovation Center (CVIC) and the Downtown Partners Fund. The 2013 Program of Services recommends matching the Eau Claire County contribution of \$88,000 to the ECAEDC, which is a \$2,000 reduction from 2012. The City has annually provided \$12,100 to the CVIC to assist the organization with repayment of CDBG loans. The loans have been repaid and therefore the same level of funding for CVIC has been included in the 2013 budget, but is reserved, pending an evaluation of CVIC's operations and revenue projections. Support for the Downtown Partners Fund is budgeted at \$80,000, the same as in 2012.

### Community Enhancement Fund

The room tax revenues for 2013 are estimated to be \$1.45 million. Visit Eau Claire will receive \$817,100 (56.35%) of the room tax proceeds in accordance with the agreement. Support for all of the other agencies is maintained at the same level as 2012. Transfers to various City funds will increase by a net \$23,600, with an emphasis on allocating more funding to park upgrades and improvements.



### Fees and Charges for Services

An increase of 1.5% has been applied to most fees and licenses, effective January 1, 2013. The increase is slightly less than the Consumer Price Index (CPI) for US City Average for July 2012. The building permit fees for alterations to 1-2 family dwellings, which have not been increased since 2006, are recommended to increase by 5.5%, from \$4.50/\$1,000 of value to \$4.75/\$1,000. Ambulance fees for basic and advanced life support, which were last changed in 2010, are proposed to increase an average of 3%.

### Water, Sanitary Sewer and Storm Water Utility Rates

A rate increase in the Water Utility of approximately 3% is projected to be effective in early 2013, based upon submission of a simplified rate case to the Public Service Commission (PSC). The budget adoption resolutions will also include an authorization to prepare a full rate case in 2013, for implementation in 2014. It is anticipated that the full rate case will involve consideration and evaluation of implementing a water conservation rate structure.

The Sanitary Sewer Utility revenue is projected in the budget with a 7% rate increase in anticipation of the revenue needed for debt service and equipment replacement reserves in conjunction with the \$44 million Clean Water Fund Program financing for the Wastewater Treatment Plant upgrade. A change to the sewer rate structure is proposed to include a flat fee

## **2013 Recommended Program of Services City Manager Budget Message**

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administrative charge component to recover administrative costs in addition to a rate based on volume of wastewater discharged. The combination of a flat fee and a volume charge is similar to the rate structure used by the Water Utility.

The Storm Water Utility fee covers the cost of operations and the debt service for the capital improvements. The fee is recommended to increase from \$80 per Equivalent Runoff Unit (ERU) to \$83/ERU, a 3.8% increase.

### **Emerging and Anticipated Issues for 2013**

The Governor will present a budget to the Legislature for the State's 2014-2015 biennium in early 2013. It is difficult to predict what changes may be recommended or ultimately approved with respect to state aids, levy limits, the issuance of debt, employee benefits, labor agreements, expenditure restraint limits, etc., or when the changes may take effect. The State fiscal year begins on July 1, 2013 and mid-year adjustments to the budget may be necessary. It is therefore important to maintain as much flexibility as possible by utilizing all of the permitted tax levy increase for 2012 taxes collectible in 2013. It is also important to preserve fund balance in order to have the time and means to implement service level changes to address possible future budget shortfalls.

Strategic Priorities: The City Council adopted six strategic priorities in 2011. The key intended results (KIR) and strategic initiatives (SI) for each priority were reviewed during 2012. It is recommended that the Council undertake a review of the priorities in 2013 with a goal of refining the key intended results and strategic initiatives to establish an updated set of strategic priorities for the two-year period from 2014 to 2015.

Work Force Development/Service Delivery - Reorganization: It is recommended that the City Manager, in concert with the City Council, undertake a review of the organizational structure and the delivery of city services during 2013 with a goal to include recommendations for implementation as part of the 2014 budget. The "*Organizational Restructuring Analysis*" prepared by Craig Rapp, LLC, in 2011 may offer insight into possible reorganization of the city structure and service delivery to find operational efficiencies.

Service Delivery/Fiscal Stability – Downtown Development: The organizational structure for the delivery of services and the provision of funding to assist in Downtown development and revitalization was developed ten years ago. The efforts have been successful in breathing new life into the Downtown area. Now would be a good time to reflect on the results of the past ten years and it is therefore recommended that an evaluation be completed during 2013 to determine if the organizational structure and funding is still best suited, appropriate and sustainable to meet the future and emerging needs of Downtown.

## **2013 Recommended Program of Services City Manager Budget Message**

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Service Delivery/Economic Vitality – Economic Development: The City provides financial resources and personnel to assist in the growth of local business, facilitate expansion and recruit outside businesses to locate in Eau Claire. The methods, means and structure for providing these economic development activities have been in place for many years. It is recommended that an analysis be undertaken in 2013 to evaluate the level of funding and effectiveness of the current service delivery. The results of this analysis would be intended to provide guidance on how the delivery of economic development services might best be provided and funded into the future in order to meet the evolving and changing needs of the business and industry sectors, as well as the economic development goals of the City.

Workforce Development/Service Delivery – Personnel: The rules for collective bargaining enacted by the Legislature and signed by the Governor in 2011 will have impact on the collective bargaining agreements that will expire on June 30, 2013. The establishment of new personnel policies, procedures, practices and processes related to hours and working conditions will need to be developed during the first half of 2013. The new rules may require transitional funding for implementation in 2013 and into 2014.

Community Engagement/Service Delivery – Technology & Media: The methods of contact and interaction with the public is changing rapidly. The City has done a reasonably good job of keeping up with the evolving technology, social media, and other methods of interaction with citizens. The current methods and cost of delivering information about City activities should be evaluated during 2013 to determine the best means for providing information and interacting with the public, from a cost and effectiveness perspective. This may require investment in equipment, technology and personnel for implementation, along with the corresponding modification to funding allocations in future budgets.

Quality of Place – *The Confluence Project:* A major Downtown redevelopment project, referred to as The Confluence Project, was introduced in 2012. The project is a public/private partnership that is expected to require significant financial analysis and review by City staff and the Council in 2013. The recommended 2013 budget does not fully address the financial participation from the City that has been requested by the developer. Amendments to the 2013 and future budgets may be necessary in order to meet the expectations of the developers for financing the project.

## **2013 Recommended Program of Services City Manager Budget Message**

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In closing, I would like to thank Finance Director Rebecca Noland and her staff for their efforts in developing this Recommended Program of Services and Capital Improvement Plan. I would also like to thank the Department Directors and their support staff for preparing the extensive budget materials needed for preparation of the budget and the materials that will be provided to the City Council in the upcoming work sessions. I look forward to working with Council in the weeks ahead as we review the Recommended 2013 Program of Services and the 2013-2017 Capital Improvement Plan.

Respectfully submitted,



Brian G. Amundson  
Interim City Manager



City of Eau Claire, Wisconsin

# 2013 Adopted

# Program of Services

November 7, 2012



## Introduction

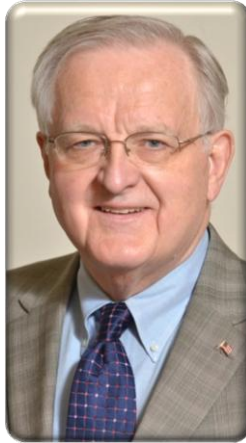
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City of Eau Claire

City Council



*Kerry Kincaid*



*David Duax*



*Thomas Vue*



*David Klinkhammer*



*Kathy Mitchell*



*Catherine Emmanuelle*



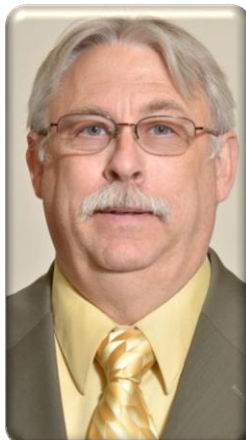
*Andrew Werthmann*



*Jackie Pavelski*



*Larry Balow*



*Mark Olson*



*Bob Von Haden*

City of Eau Claire, Wisconsin

# 2013 Adopted Program of Services



## City of Eau Claire

### Executive Management Team

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Interim City Manager -----Brian Amundson

#### Department Heads

City Attorney ----- Stephen Nick  
City/County Health Department Director -----Richard Thoune  
Development Services Director -----Darryl Tufte  
Finance Director -----Rebecca Noland  
Fire Chief----- Lyle Koerner  
Human Resources Director/Assist City Manager--Dale Peters  
Library Director ----- John Stoneberg  
Parks, Recreation & Forestry Director-----Phil Fieber  
Police Chief----- Jerry Matysik  
Public Works Director -----Brian Amundson

# City of Eau Claire

## City of Eau Claire Organizational Chart





City of Eau Claire, Wisconsin

# **2013 Adopted Program of Services**

November 7, 2012



## **Overviews**

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## City of Eau Claire 2013 Adopted Program of Services

### 2013 General Fund Budget Comparison

| Description                            | 2012<br>Adopted  | 2013<br>Adopted  | Percent<br>Change | %<br>of Total<br>Budget | Comments  |
|--|------------------|------------------|-------------------|-------------------------|---|
| <b><u>Council/Executive Admin.</u></b> |                  |                  |                   |                         |   |
| City Council                           | \$ 128,400       | \$ 129,600       | 0.9%              | 0.1%                    | Legislative body of city government   |
| City Manager                           | 443,900          | 434,700          | -2.1%             | 0.3%                    | Overall management of city operations - <i>The funding for the Citizen's Academy training program and Strategic Planning Implementation have been eliminated. The volunteer coordinator funding has been moved to Parks &amp; Rec administration.</i> |
| City Clerk                             | 98,800           | 101,500          | 2.7%              | 0.1%                    | Official record-keeping functions & supervises elections  |
| Elections                              | 454,000          | 245,900          | -45.8%            | 0.2%                    | Administers city elections - <i>\$208,100 decrease in payroll as there will only be two elections held in 2013 versus four in 2012.</i>   |
| Information Services                   | 804,400          | 804,400          | 0.0%              | 0.5%                    | Design & support of technology systems for the City. A 6 month temporary position was eliminated.   |
| <b>Total Council/Executive Admin.</b>  | <b>1,929,500</b> | <b>1,716,100</b> | <b>-11.1%</b>     | <b>1.1%</b>             |   |
| <b><u>City Attorney</u></b>            |                  |                  |                   |                         |   |
|  | <b>466,100</b>   | <b>479,800</b>   | <b>2.9%</b>       | <b>0.3%</b>             | Legal counsel & advisor - <i>One employee received a step increase.</i>   |
| <b><u>Finance</u></b>                  |                  |                  |                   |                         |   |
| Finance Administration                 | 337,600          | 351,700          | 4.2%              | 0.2%                    | Administers budgetary & financial policies of the City - <i>There are two employees receiving step increases.</i>   |
| Accounting & Budget                    | 623,000          | 647,000          | 3.9%              | 0.4%                    | Accounting, payroll, accounts payable & budget - <i>The bank fees have increased. There has also been an increase in health insurance premiums which directly increased deferred compensation costs.</i>  |
| Assessing                              | 510,000          | 529,800          | 3.9%              | 0.3%                    | City-wide assessment - <i>The city-wide reassessment is scheduled for 2013 requiring higher postage and office supplies.</i>  |
| Customer Services                      | 717,000          | 767,200          | 7.0%              | 0.5%                    | Treasury, utility billing services, accounts receivable - <i>The bank fees have increased. There were also two employees who increased their health insurance coverage.</i>   |
| <b>Total Finance</b>                   | <b>2,187,600</b> | <b>2,295,700</b> | <b>4.9%</b>       | <b>1.5%</b>             |   |
| <b><u>Human Resources</u></b>          |                  |                  |                   |                         |   |
| Human Resources                        | 622,000          | 657,800          | 5.8%              | 0.4%                    | Labor relations, administration of employee ins. - <i>An employee changed health insurance coverage to a family plan. There is also an increase in computer service charges due to an annual fee for NeoGov.</i>                                      |
| Purchasing/Duplicating/Mail            | 237,900          | 245,100          | 3.0%              | 0.2%                    | City-wide purchasing, duplicating and mailroom functions  |
| <b>Total Human Resources</b>           | <b>859,900</b>   | <b>902,900</b>   | <b>5.0%</b>       | <b>0.6%</b>             |   |

## City of Eau Claire 2013 Adopted Program of Services

### 2013 General Fund Budget Comparison

| Description   | 2012<br>Adopted  | 2013<br>Adopted  | Percent<br>Change | %<br>of Total<br>Budget | Comments   |
|---|------------------|------------------|-------------------|-------------------------|--|
| <b><u>Development Services</u></b>                  |                  |                  |                   |                         |  |
| Planning  | \$ 599,900       | \$ 587,500       | -2.1%             | 0.4%                    | Planning and site plan review - <i>The neighborhood matching grant has been removed since carryover funds are still available.</i>   |
| Inspection  | 586,200          | 621,000          | 5.9%              | 0.4%                    | Building inspections, code enforcement and zoning - <i>There are increased costs for training for the five Inspectors.</i>   |
| <b>Total Development Services</b>                   | <b>1,186,100</b> | <b>1,208,500</b> | <b>1.9%</b>       | <b>0.8%</b>             |  |
| <b><u>Public Works</u></b>                          |                  |                  |                   |                         |  |
| Public Works Administration                         | 374,200          | 364,600          | -2.6%             | 0.2%                    | Overall management of operations and utilities   |
| Engineering   | 1,344,300        | 1,394,600        | 3.7%              | 0.9%                    | Project engineering, surveying and project management - <i>An employee has changed from no coverage to a family policy for health insurance. A Civil Engineer has been reclassified as a Project Engineer.</i> |
| GIS Program Maintenance                             | 122,900          | 127,700          | 3.9%              | 0.1%                    | Computer mapping system operations   |
| Emergency Preparedness                              | 8,000            | 13,200           | 65.0%             | 0.0%                    | Flood protection and other emergencies - <i>The Emergency Warning sirens are in need of maintenance and repairs.</i>   |
| Building Maintenance                                | 685,300          | 695,100          | 1.4%              | 0.5%                    | Operations for city hall, fire stations and park buildings   |
| General Street Maintenance                          | 3,052,300        | 2,999,300        | -1.7%             | 2.0%                    | Street maintenance, potholes, patching, crack sealing and seal coating   |
| Off Street Maintenance                              | 343,400          | 328,500          | -4.3%             | 0.2%                    | Weed control, turf maintenance and litter cleanup - <i>reduction in fleet costs</i>  |
| Snow & Ice Control-Street                           | 1,353,400        | 1,571,200        | 16.1%             | 1.0%                    | City-wide snow removal - <i>Costs for the AVL/GPS system to track material usage and plowing efficiencies.</i>   |
| Traffic Signs & Signals                             | 561,900          | 535,900          | -4.6%             | 0.4%                    | Street lights, stop signs, street signs, and street markings   |
| Street Lighting                                     | 768,100          | 717,700          | -6.6%             | 0.5%                    | Operating cost of city-wide street lights - <i>12% decrease in electricity costs</i>   |
| <b>Total Public Works</b>                           | <b>8,613,800</b> | <b>8,747,800</b> | <b>1.6%</b>       | <b>5.7%</b>             |  |
| <b><u>Parks &amp; Recreation &amp; Forestry</u></b> |                  |                  |                   |                         |  |
| Parks & Rec Administration                          | 467,200          | 501,000          | 7.2%              | 0.3%                    | Oversee operations of parks, recreation, playgrounds, and forestry - <i>\$23,200 for the addition of a Volunteer Coordinator position.</i>   |
| Park Maintenance                                    | 2,136,400        | 2,232,300        | 4.5%              | 1.5%                    | Mowing and other maintenance of city parks and playgrounds - <i>\$7,900 increase in overtime and \$18,800 increase in unemployment.</i>  |
| Stadium & Ball fields                               | 541,600          | 566,800          | 4.7%              | 0.4%                    | Maintenance costs of Carson Park & university fields - <i>\$13,600 increase in overtime.</i>   |
| Neighborhood Playgrounds                            | 140,700          | 137,800          | -2.1%             | 0.1%                    | Operating costs of city playgrounds  |

## City of Eau Claire 2013 Adopted Program of Services

### 2013 General Fund Budget Comparison

| Description                                   | 2012<br>Adopted   | 2013<br>Adopted   | Percent<br>Change | %<br>of Total<br>Budget | Comments  |
|---|-------------------|-------------------|-------------------|-------------------------|---|
| Carson Park Concessions                       | \$ 131,900        | \$ 134,900        | 2.3%              | 0.1%                    | Operation of Carson Park concession facility - <i>There is a \$3,000 net change in the expected payments to other organizations with events at Carson Park.</i>   |
| Recreation Instruction                        | 395,900           | 370,400           | -6.4%             | 0.2%                    | Adult and child recreational programs - <i>\$20,300 in special services has been shifted to Indoor Pool Operations for Red Cross certifications.</i>  |
| Athletics                                     | 177,100           | 180,100           | 1.7%              | 0.1%                    | Adult and child athletic programs   |
| Indoor Pool Operations                        | 120,700           | 138,500           | 14.7%             | 0.1%                    | Operating costs of indoor pools at area schools - <i>\$20,300 in special services has been shifted from Recreation Instruction for Red Cross certifications.</i>  |
| Neighborhood Centers                          | 89,800            | 88,200            | -1.8%             | 0.1%                    | Operating costs for playgrounds and skating rinks   |
| Special Community Programs                    | 10,600            | 9,700             | -8.5%             | 0.0%                    | Operating costs for evening building supervisor, Par-te-Rec program and museum guides   |
| Forestry                                      | 564,000           | 594,100           | 5.3%              | 0.4%                    | Maintenance of city's urban forest - <i>An employee's longevity pay will begin in 2013, \$5,500 was added for the cost of new saws and the fleet replacement costs have increased.</i>  |
| <b>Total Parks, Recreation &amp; Forestry</b> | <b>4,775,900</b>  | <b>4,953,800</b>  | <b>3.7%</b>       | <b>3.3%</b>             |   |
| <b><u>Police Department</u></b>               |                   |                   |                   |                         |   |
| Police Administration                         | 1,098,900         | 1,152,400         | 4.9%              | 0.8%                    | Department-wide costs - <i>Support fees for the in-squad video are increasing \$2,500, miscellaneous contractual services has been increased for Lexipol, and retiree health insurance is increasing by \$30,100.</i>   |
| Records/Special Services                      | 1,373,200         | 1,405,800         | 2.4%              | 0.9%                    | Records division, crime prevention, and safety and training - <i>Two employees have increased their health insurance coverage.</i>  |
| Training                                      | 106,900           | 97,900            | -8.4%             | 0.1%                    | Officer training courses - <i>The training/meetings account has been reduced.</i>   |
| Patrol Services                               | 8,332,200         | 8,474,200         | 1.7%              | 5.6%                    | Cost of uniformed patrol services   |
| Parking & Animal Control                      | 396,500           | 411,100           | 3.7%              | 0.3%                    | Parking and animal enforcement  |
| Detective Bureau                              | 2,407,500         | 2,477,800         | 2.9%              | 1.6%                    | Investigation of crimes against persons and property  |
| Central Communications                        | 1,813,800         | 1,885,400         | 3.9%              | 1.2%                    | Cost of operating communications center - Eau Claire County pays 70% - <i>The rent paid to the County increased based on 2012 actuals and CPI. A vacancy was budgeted with a family plan for health insurance, but the former employee did not carry a family plan.</i> |
| <b>Total Police Department</b>                | <b>15,529,000</b> | <b>15,904,600</b> | <b>2.4%</b>       | <b>10.4%</b>            |   |

## City of Eau Claire 2013 Adopted Program of Services

### 2013 General Fund Budget Comparison

| Description                                | 2012<br>Adopted      | 2013<br>Adopted      | Percent<br>Change | %<br>of Total<br>Budget | Comments  |
|--|----------------------|----------------------|-------------------|-------------------------|---|
| <b><u>Fire &amp; Rescue Department</u></b> |                      |                      |                   |                         |   |
| Fire Administration                        | \$ 745,600           | \$ 738,000           | -1.0%             | 0.5%                    | Oversees Fire & Rescue Department   |
| Fire Operations                            | 9,242,900            | 9,485,200            | 2.6%              | 6.2%                    | Operating costs for fire suppression and ambulance and rescue - \$28,100 in equipment purchases approved.   |
| Prevention & Inspection                    | 500,700              | 500,400              | -0.1%             | 0.3%                    | Operating costs for fire prevention & inspection -reduced by one-third, since Altoona is no longer paying for the position. Fire inspector reduced by one-third due to funding eliminated by Altoona. |
| <b>Total Fire &amp; Rescue Department</b>  | <b>10,489,200</b>    | <b>10,723,600</b>    | <b>2.2%</b>       | <b>7.0%</b>             |   |
| <b><u>Non-Departmental</u></b>             |                      |                      |                   |                         |   |
| Insurance & Retirement                     | 292,100              | 209,300              | -28.3%            | 0.1%                    | Retiree health insurance - The number of unknown new retirees was changed from an estimate of 20 to 14.   |
| Contributions & Other Payments             | 622,900              | 629,200              | 1.0%              | 0.4%                    | Payments to PACT, Senior Central and contingency  |
| General Fund Operating Transfers           | 2,100,800            | 1,601,200            | -23.8%            | 1.1%                    | Operating transfers - The one-time transfer to Economic Development for \$500,000 in the 2012 budget has been removed.  |
| General Fund CIP Transfers                 | 3,328,400            | 2,778,600            | -16.5%            | 1.8%                    | CIP transfers - The transfer to the Pool CIP has been reduced from \$678,000 in 2012 for the pool renovation to \$45,000 in 2013.   |
| General Fund Debt Transfers                | 6,181,000            | 6,186,500            | 0.1%              | 4.1%                    | Transfers to Debt Service   |
| <b>Total Non-Departmental</b>              | <b>12,525,200</b>    | <b>11,404,800</b>    | <b>-8.9%</b>      | <b>7.5%</b>             |   |
| <b>Total General Fund</b>                  | <b>\$ 58,562,300</b> | <b>\$ 58,337,600</b> | <b>-0.4%</b>      | <b>38.3%</b>            |   |



# City of Eau Claire 2013 Adopted Program of Services

## 2013 Other Funds Budget Comparison

| Description                                   | 2012<br>Adopted  | 2013<br>Adopted  | Percent<br>Change | %<br>of Total<br>Budget | Comments   |
|---|------------------|------------------|-------------------|-------------------------|--|
| <b><u>Economic Development</u></b>            |                  |                  |                   |                         |  |
| Payment to Eau Claire Economic Development    | \$ 90,000        | \$ 90,000        | 0.0%              | 0.1%                    | Support for industrial development   |
| Payment to Chippewa Valley Innovation Center  | 12,100           | 12,100           | 0.0%              | 0.0%                    | Support of Innovation Center   |
| Transfer to DECI                              | 80,000           | 80,000           | 0.0%              | 0.1%                    | Support for Downtown Eau Claire, Inc. activities   |
| Transfer to RDA                               | 200,000          | 200,000          | 0.0%              | 0.1%                    | Support for Redevelopment  |
| Commercial Rental Properties                  | 12,800           | 13,100           | 2.3%              | 0.0%                    | Davey Street property lease account  |
| Façade Loans                                  | 215,000          | -                | N/A               | 0.0%                    | Strip mall Façade Loan Program   |
| Other   | 207,800          | 198,400          | -4.5%             | 0.1%                    | Operating costs and wages for Economic Dev   |
| <b>Total Economic Development</b>             | <b>817,700</b>   | <b>593,600</b>   | <b>-27.4%</b>     | <b>0.4%</b>             |  |
| <b><u>Community Enhancement</u></b>           |                  |                  |                   |                         |  |
| Payment to Convention Bureau                  | 729,700          | 786,100          | 7.7%              | 0.5%                    | Operating cost funding (contractual agreement for 56.35% of room tax revenue)  |
| Payment to Convention Bureau - Special Events | 31,000           | 31,000           | 0.0%              | 0.0%                    | Funding for special events   |
| Payment to Regional Arts Council              | 95,200           | 95,200           | 0.0%              | 0.1%                    | Debt service for State Regional Arts   |
| Payment to Chippewa Valley Museum             | 64,000           | 64,000           | 0.0%              | 0.0%                    | Operating costs  |
| Payment to Children's Museum                  | 4,400            | 4,400            | 0.0%              | 0.0%                    | Operating costs  |
| Payment to Paul Bunyan Camp                   | 31,000           | 31,000           | 0.0%              | 0.0%                    | Camp operations  |
| Payment to Other Organizations                | 12,000           | 12,000           | 0.0%              | 0.0%                    | Symphony, Theatre Guild, Chamber Orchestra, Municipal Band, Community Beautification   |
| Payment to Sculpture Tour Eau Claire          | -                | 2,400            | N/A               | 0.0%                    | Sculpture Tour-motion #8, to give \$2,400 in funding to "People's Choice".   |
| Transfer to General Fund                      | 100,000          | 115,000          | 15.0%             | 0.1%                    | Special events - <i>additional \$10,000 for Phoenix Park Maintenance and \$5,000 for special events Bicycle/wayfinding</i>   |
| Transfer to Streets Capital Projects          | 32,400           | -                | N/A               | 0.0%                    | Signage noting 2013  |
| Transfer to Parks Capital Projects            | 150,000          | 200,000          | 33.3%             | 0.1%                    | Park improvements  |
| Transfer to Hobbs Capital Projects            | 48,000           | 70,000           | 45.8%             | 0.0%                    | Facility improvements, debt issue costs  |
| Transfer to Hobbs Ice Center Operations       | 40,000           | 65,000           | 62.5%             | 0.0%                    | Support for Hobbs debt service   |
| Transfer to Pool Capital Projects             | 100,000          | 45,000           | -55.0%            | 0.0%                    | Pool Improvements  |
| Transfer to Land, Building & Equipment CIP    | 1,000            | -                | N/A               | 0.0%                    | Fire Bell funding not in 2013  |
| Other   | 1,900            | 1,800            | -5.3%             | 0.0%                    | Auditing, computer service charges   |
| <b>Total Community Enhancement</b>            | <b>1,440,600</b> | <b>1,522,900</b> | <b>5.7%</b>       | <b>1.0%</b>             |  |
| <b><u>Downtown Eau Claire Inc.</u></b>        | <b>144,800</b>   | <b>146,200</b>   | <b>1.0%</b>       | <b>0.1%</b>             | Funded by: EDF \$80,000, S Barstow BID \$31,000, N Barstow BID \$7,500, Water St BID \$2,700, W Grand \$1,200, DECI \$13,000, Fund Balance funding \$10,800                            |
| <b><u>Cemetery Maintenance</u></b>            | <b>393,900</b>   | <b>460,900</b>   | <b>17.0%</b>      | <b>0.3%</b>             | Lakeview & Forest Hill cemeteries - <i>transfer to CIP for upgrades</i>  |
| <b><u>Hazardous Materials Response</u></b>    | <b>186,900</b>   | <b>183,900</b>   | <b>-1.6%</b>      | <b>0.1%</b>             | Contract with State for multi-county response - <i>There was a reduction in State aid leading to a reduction in expenditures.</i>  |
| <b><u>L.E. Phillips Memorial Library</u></b>  |                  |                  |                   |                         |  |
| Library Operations                            | 3,924,800        | 3,676,900        | -6.3%             | 2.4%                    | Funded by: Property taxes \$2,891,000, Eau Claire County \$531,300, Indianhead Federated Library System \$30,200, Act 420 \$245,300. Library transfers to capital projects is reduced. |
| Library Building Maintenance                  | 257,700          | 242,200          | -6.0%             | 0.2%                    | Janitorial and maintenance services - <i>There was a reduction in payroll costs allocated for custodial services to the Library.</i>   |
| <b>Total L.E. Phillips Memorial Library</b>   | <b>4,182,500</b> | <b>3,919,100</b> | <b>-6.3%</b>      | <b>2.6%</b>             |  |

# City of Eau Claire 2013 Adopted Program of Services

## 2013 Other Funds Budget Comparison

| Description                                      | 2012<br>Adopted  | 2013<br>Adopted  | Percent<br>Change | %<br>of Total<br>Budget | Comments  |
|--|------------------|------------------|-------------------|-------------------------|---|
| <b><u>City/County Health Department</u></b>      |                  |                  |                   |                         |   |
| Administration                                   | \$ 774,800       | \$ 839,500       | 8.4%              | 0.6%                    | Support for Health Dept operations, building rent and training  |
| Educator   | 92,100           | 93,900           | 2.0%              | 0.1%                    | Health education programs   |
| Nursing  | 1,431,600        | 1,410,600        | -1.5%             | 0.9%                    | Immunization clinics, nutrition, family planning and AIDS counseling  |
| Environmental Health                             | 1,104,800        | 1,219,400        | 10.4%             | 0.8%                    | Prevention of communicable diseases, food and water testing, and vaccinations   |
| Grant Programs                                   | 1,356,600        | 1,235,700        | -8.9%             | 0.8%                    | Federal and State programs  |
| Housing Code Compliance                          | 57,200           | 57,200           | 0.0%              | 0.0%                    | Housing inspections   |
| <b>Total City-County Health</b>                  | <b>4,817,100</b> | <b>4,856,300</b> | <b>0.8%</b>       | <b>3.2%</b>             |   |
| <b><u>Community Development Block Grant</u></b>  |                  |                  |                   |                         |   |
|  | <b>893,900</b>   | <b>666,300</b>   | <b>-25.5%</b>     | <b>0.4%</b>             | Federal Block Grant Funding 8/1/12 - 7/31/13  |
| <b><u>Landfill Remediation Trust Account</u></b> |                  |                  |                   |                         |   |
|  | <b>150,000</b>   | <b>150,000</b>   | <b>0.0%</b>       | <b>0.1%</b>             | Environmental remediation at former landfill  |
| <b><u>Debt Service</u></b>                       |                  |                  |                   |                         |   |
|  | <b>7,599,400</b> | <b>7,462,100</b> | <b>-1.8%</b>      | <b>4.9%</b>             | General obligation debt   |
| <b><u>Debt Service - TIF #6</u></b>              | <b>127,900</b>   | <b>123,500</b>   | <b>-3.4%</b>      | <b>0.1%</b>             | Ongoing debt service for TIF #6   |
| <b><u>Debt Service - TIF #7</u></b>              | <b>199,000</b>   | <b>212,400</b>   | <b>6.7%</b>       | <b>0.1%</b>             | Ongoing debt service for TIF #7   |
| <b><u>Water Utility</u></b>                      |                  |                  |                   |                         |   |
| Property Tax Equivalent                          | 1,555,000        | 1,578,000        | 1.5%              | 1.0%                    | Provides support for General Fund operations  |
| M & J Work                                       | 5,500            | 9,000            | 63.6%             | 0.0%                    | Mechanical improvements - <i>The budget for other materials has been increased.</i>   |
| Wells Operations                                 | 82,100           | 81,700           | -0.5%             | 0.1%                    | 15 wells and six booster stations   |
| Pumping Operations                               | 1,163,300        | 1,171,200        | 0.7%              | 0.8%                    | Over 26,300 customers and 3.2 billion gallons pumped per year   |
| Treatment Operations                             | 770,900          | 749,800          | -2.7%             | 0.5%                    | Water Treatment plant staff, chemicals and electricity - <i>The budget for chemicals has been decreased by \$40,000. This was slightly off-set by increases in other materials and utilities.</i> |
| Transmission & Distribution                      | 1,088,400        | 1,142,400        | 5.0%              | 0.7%                    | 375 miles of water main and 6 towers and reservoirs \$31,900 in equipment purchase in 2013  |
| Customer Accounts                                | 428,000          | 440,000          | 2.8%              | 0.3%                    | 108,000 bills mailed annually   |
| Administration                                   | 488,500          | 538,600          | 10.3%             | 0.4%                    | Administration wages and insurance - <i>There are increases to special pays, health insurance and equipment purchases.</i>  |
| Non-Operating                                    | 592,200          | 522,000          | -11.9%            | 0.3%                    | Debt service and interest - <i>There was a decrease in interest advance from other fund.</i>  |
| Capital  | 229,100          | 229,100          | 0.0%              | 0.2%                    | Wages for system improvements and administrative charges  |
| <b>Total Water Utility</b>                       | <b>6,403,000</b> | <b>6,461,800</b> | <b>0.9%</b>       | <b>4.2%</b>             |   |
| <b><u>Sewer Utility</u></b>                      |                  |                  |                   |                         |   |
| Wastewater Treatment                             | 3,034,300        | 3,037,500        | 0.1%              | 2.0%                    | Over 25,400 customers - <i>Three employees increased their health insurance coverage which effected all of the Sewer Utility divisions.</i>   |
| Sanitary Sewer Maintenance                       | 905,200          | 932,100          | 3.0%              | 0.6%                    | 356 miles of sewer main and 23 pump stations  |
| Interceptor Sewer Maintenance                    | 65,000           | 56,000           | -13.8%            | 0.0%                    | Altoona and Town of Washington collection lines - <i>Utility costs are expected to decrease.</i>  |

## City of Eau Claire 2013 Adopted Program of Services

### 2013 Other Funds Budget Comparison

| Description                              | 2012<br>Adopted  | 2013<br>Adopted  | Percent<br>Change | %<br>of Total<br>Budget | Comments  |
|--|------------------|------------------|-------------------|-------------------------|---|
| Industrial Pretreatment                  | \$ 52,100        | \$ 56,500        | 8.4%              | 0.0%                    | Industrial discharge permits - <i>The cost for lab supplies has increased.</i>  |
| Sanitary Sewer General Operating         | 1,236,200        | 1,486,500        | 20.2%             | 1.0%                    | Interest, billing costs and administrative charges - <i>The number of retirees on the City's health insurance plan has increased for 2013. Miscellaneous contractual services has also increased.</i> |
| <b>Total Sewer Utility</b>               | <b>5,292,800</b> | <b>5,568,600</b> | <b>5.2%</b>       | <b>3.7%</b>             |   |
| <b><u>Storm Water Utility</u></b>        |                  |                  |                   |                         |   |
| Storm Water Program                      | 1,822,500        | 1,831,300        | 0.5%              | 1.2%                    | 6 major drainage basins, 218 miles storm sewer main, 64.3 miles of inlet leads, 56 detention facilities and 127 outfalls  |
| Street Cleaning                          | 807,400          | 796,200          | -1.4%             | 0.5%                    | City wide street sweeping for 343 miles of streets  |
| <b>Total Storm Water Utility</b>         | <b>2,629,900</b> | <b>2,627,500</b> | <b>-0.1%</b>      | <b>1.7%</b>             |   |
| <b><u>Parking Utility</u></b>            |                  |                  |                   |                         |   |
| Parking Ramps & Other Parking Areas      | 206,700          | 211,000          | 2.1%              | 0.1%                    | Two ramps, 12 lots and parking meter maintenance  |
| <b><u>Public Transit</u></b>             |                  |                  |                   |                         |   |
| Bus Operations                           | 1,908,700        | 1,983,900        | 3.9%              | 1.3%                    | Bus driver wages - <i>A larger portion of overtime was shifted from the shop and administration to bus operations.</i>  |
| Shop Operations                          | 1,259,400        | 1,276,400        | 1.3%              | 0.8%                    | Fuel and repair parts - <i>An increase in motor oil and supplies has off-set the reduction in overtime.</i>   |
| Public Transit Administration            | 2,309,400        | 2,345,700        | 1.6%              | 1.5%                    | Administration of transit utility including para transit costs <i>added part time driver supervisor and eliminated a clerical position</i>  |
| <b>Total Public Transit</b>              | <b>5,477,500</b> | <b>5,606,000</b> | <b>2.3%</b>       | <b>3.7%</b>             |   |
| <b><u>Hobbs Municipal Ice Center</u></b> | <b>701,900</b>   | <b>691,300</b>   | <b>-1.5%</b>      | <b>0.5%</b>             | Operating costs for three indoor rinks - <i>There is a reduction in retiree health insurance.</i>   |
| <b><u>Fairfax Municipal Pool</u></b>     | <b>346,500</b>   | <b>346,000</b>   | <b>-0.1%</b>      | <b>0.2%</b>             | Attendance over 66,900 in 2012  |
| <b><u>Risk Management</u></b>            | <b>2,395,900</b> | <b>2,386,000</b> | <b>-0.4%</b>      | <b>1.6%</b>             | Workers compensation claims and WMMIC payment - <i>reduction in high deductible costs.</i>  |
| <b><u>Central Equipment</u></b>          |                  |                  |                   |                         |   |
| Direct Expenses                          | 1,892,000        | 2,000,400        | 5.7%              | 1.3%                    | Wages, fuel and supplies for equip. maintenance - <i>Increase in the repair parts and supplies account due to the growing age of the fleet as the equipment is kept longer.</i>                       |
| Shop Operations                          | 180,900          | 187,000          | 3.4%              | 0.1%                    | Repair parts and small tools  |
| Overhead                                 | 440,600          | 469,600          | 6.6%              | 0.3%                    | Insurance, computer charges and other indirect expenses - <i>50% of the Clerical Technician position is now being charged to Central Equipment instead of to Transit.</i>                             |

## City of Eau Claire 2013 Adopted Program of Services

### 2013 Other Funds Budget Comparison

| Description                             | 2012<br>Adopted      | 2013<br>Adopted      | Percent<br>Change | %<br>of Total<br>Budget | Comments  |
|---|----------------------|----------------------|-------------------|-------------------------|---|
| Building Maintenance - CMF              | \$ 295,100           | \$ 283,000           | -4.1%             | 0.2%                    | Building and grounds maintenance<br><i>There are reductions to special services, electricity and gas service.</i>           |
| Building Maintenance - Parks & Forestry | 79,400               | 78,000               | -1.8%             | 0.1%                    | Building and grounds maintenance  |
| Central Radio Equipment                 | 42,300               | 43,100               | 1.9%              | 0.0%                    | Maintenance on radio communication equipment  |
| <b>Total Central Equipment</b>          | <b>2,930,300</b>     | <b>3,061,100</b>     | <b>4.5%</b>       | <b>2.0%</b>             |   |
| <b>Redevelopment Authority</b>          | <b>75,700</b>        | <b>75,700</b>        | <b>0.0%</b>       | <b>0.0%</b>             | Operating costs   |
| <b>South Barstow BID #1</b>             | <b>84,000</b>        | <b>84,000</b>        | <b>0.0%</b>       | <b>0.1%</b>             | Self budgeted by BID  |
| <b>West Grand BID #2</b>                | <b>17,000</b>        | <b>17,000</b>        | <b>0.0%</b>       | <b>0.0%</b>             | Self budgeted by BID  |
| <b>Water Street BID #3</b>              | <b>45,500</b>        | <b>46,000</b>        | <b>1.1%</b>       | <b>0.0%</b>             | Self budgeted by BID  |
| <b>North Barstow BID #4</b>             | <b>54,000</b>        | <b>44,000</b>        | <b>-18.5%</b>     | <b>0.0%</b>             | Self budgeted by BID - \$15,000 increase to improvements to property and \$25,000 reduction to beautification improvements. |
| <b>Total Other Funds</b>                | <b>\$ 47,614,400</b> | <b>\$ 47,523,200</b> | <b>-0.2%</b>      | <b>31.2%</b>            |   |

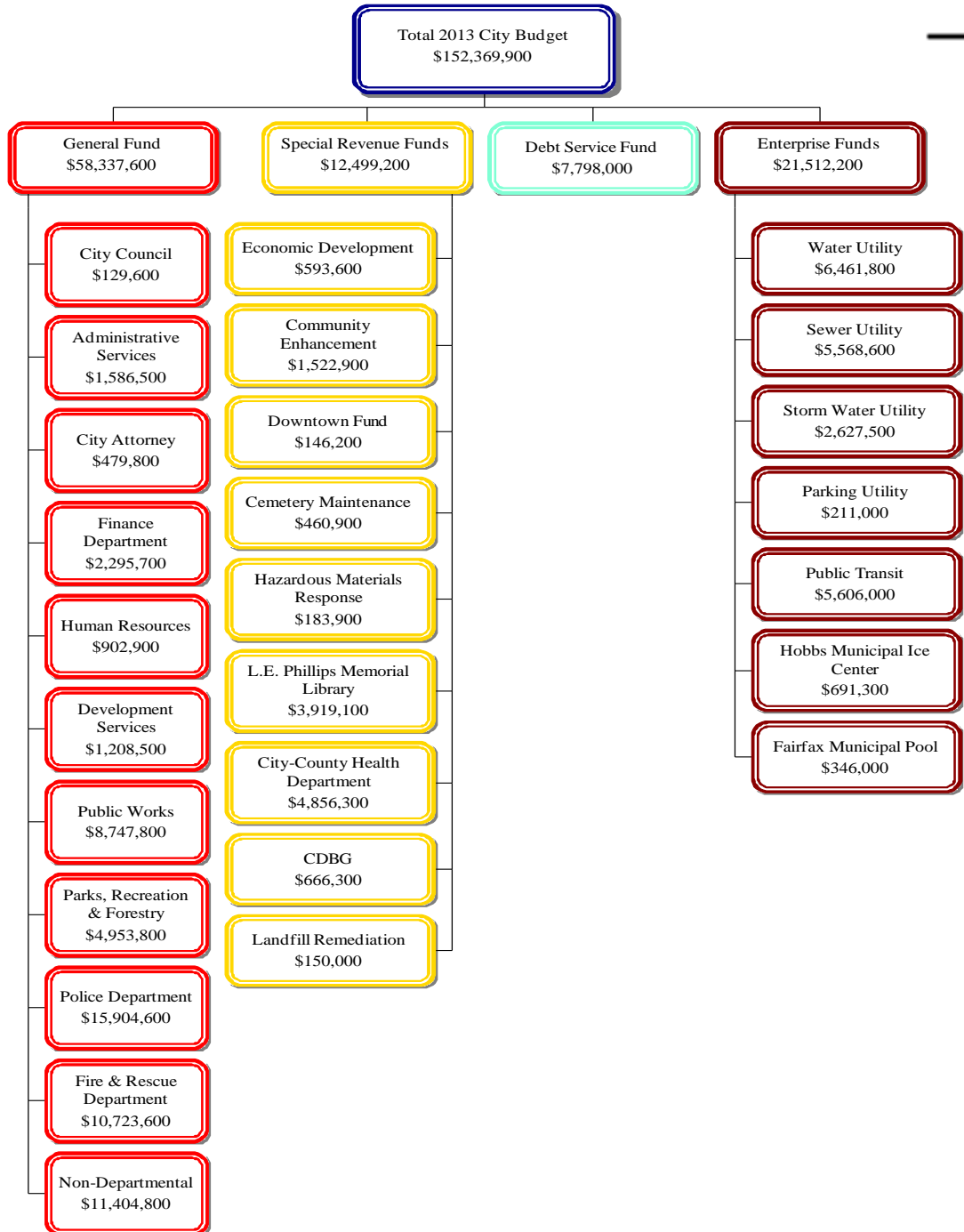
## City of Eau Claire 2013 Adopted Program of Services

### 2013 Capital Fund Budget Comparison

| Description                     | 2012<br>Adopted      | 2013<br>Adopted      | Percent<br>Change | %<br>of Total<br>Budget | Comments   |
|---------------------------------|----------------------|----------------------|-------------------|-------------------------|--|
| <b>Capital Projects</b>         |                      |                      |                   |                         |  |
| Water                           | \$ 2,150,000         | \$ 2,330,000         | 8.4%              | 1.5%                    | Main and meter replacement, treatment plant repairs, tank and reservoir painting and well reconditioning   |
| Sewer                           | 2,400,000            | 23,275,000           | 869.8%            | 15.3%                   | Main and meter replacement, plant repairs, plant equipment and Phase II plant improvements   |
| Parking                         | 100,000              | 100,000              | 0.0%              | 0.1%                    | Parking ramp maintenance   |
| Transit                         | 950,000              | 587,000              | -38.2%            | 0.4%                    | Bus replacement  |
| Hobbs Municipal Ice Center      | 82,000               | 70,000               | -14.6%            | 0.0%                    | Restrooms, O'Brien Rink dasher board replacement and locker room improvements  |
| Fairfax Municipal Pool          | 778,000              | 90,000               | -88.4%            | 0.1%                    | Fairfax Pool facility improvements   |
| Central Equipment               | 1,418,800            | 1,375,200            | -3.1%             | 0.9%                    | Fleet replacements, radios, sign shop truck, diagnostic tools, equipment attachments, maintenance cart and facility improvements   |
| Environmental Improvements      | 95,000               | 95,000               | 0.0%              | 0.1%                    | Landfill and environmental projects  |
| Land, Buildings & Equipment     | 3,651,500            | 6,857,500            | 87.8%             | 4.5%                    | Acquisition, MIS, building maintenance, equipment, public safety facility and furnishings, and cemetery repairs  |
| Street Improvements             | 8,799,100            | 7,193,500            | -18.2%            | 4.7%                    | Street repair, lighting and traffic signal installation and upgrade, railroad quit zone engineering, Lake Street causeway, Highland Ave reconstruction, and Cty Q reconstruction |
| Storm Water Improvements        | 1,950,000            | 1,700,000            | -12.8%            | 1.1%                    | City-wide storm water projects, detention basin acquisition and development, Highland Avenue storm sewer, Westside relief storm sewer and contour mapping                        |
| Bridge Improvements             | 595,000              | 715,000              | 20.2%             | 0.5%                    | Bridge maintenance, Carson Park Causeway and Eddy Street Bridge replacement  |
| Parks & Recreation Improvements | 300,000              | 361,500              | 20.5%             | 0.2%                    | Park development projects and Half Moon Lake Herbicide treatment   |
| TIDs                            | 1,471,300            | 1,442,900            | -1.9%             | 0.9%                    | Redevelopment projects and debt service  |
| Library Improvements            | 574,000              | 116,500              | -79.7%            | 0.1%                    | Equipment replacement, building maintenance, technology upgrades and window replacement  |
| Redevelopment Authority         | 200,000              | 200,000              | 0.0%              | 0.1%                    | Urban renewal projects   |
| <b>Total Capital Projects</b>   | <b>25,514,700</b>    | <b>46,509,100</b>    | <b>82.3%</b>      | <b>30.5%</b>            |  |
| <b>Grand Total - All Funds</b>  | <b>\$131,691,400</b> | <b>\$152,369,900</b> | <b>15.7%</b>      | <b>100.0%</b>           |  |

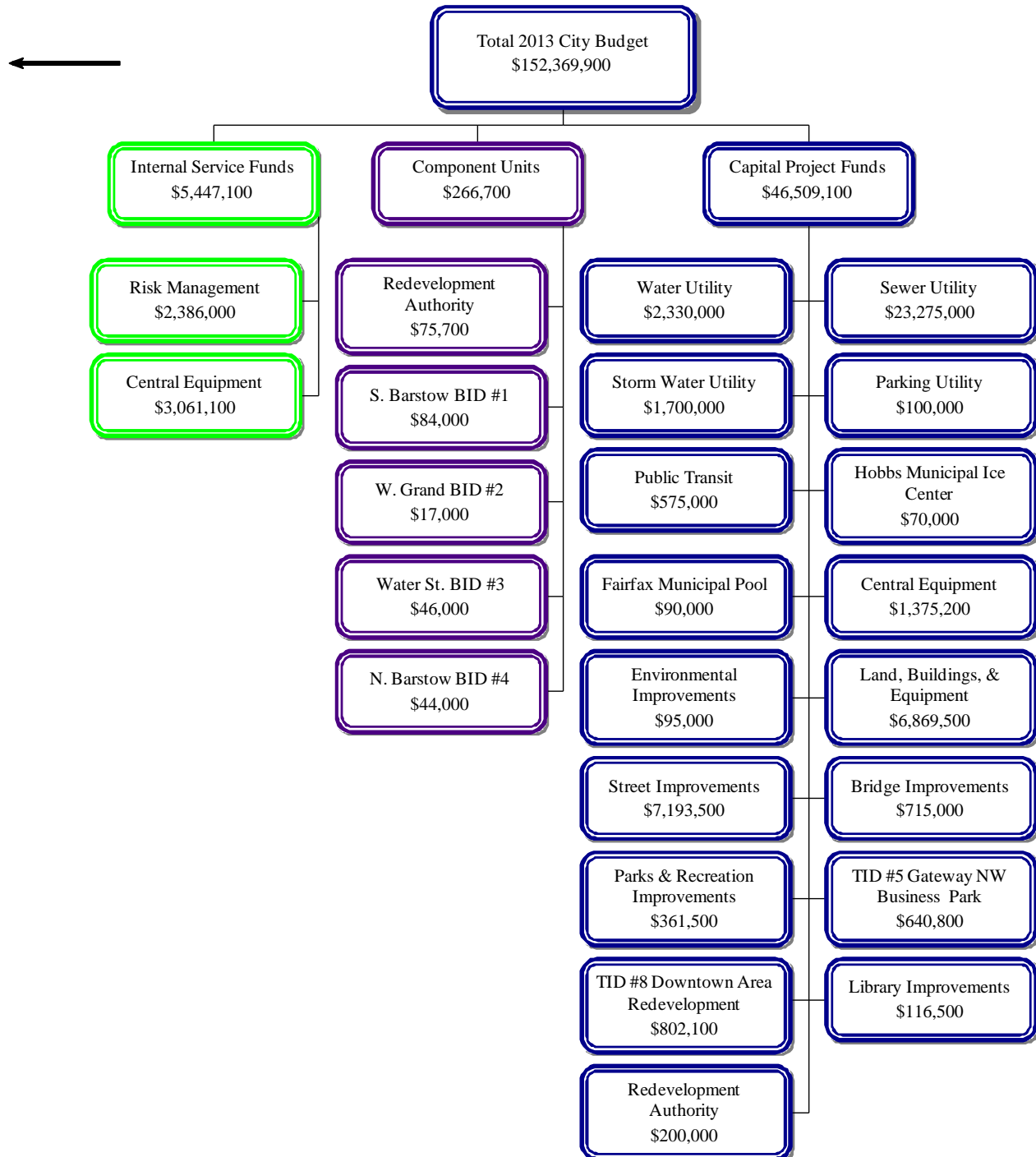
City of Eau Claire

Financial Organizational Chart





# City of Eau Claire 2013 Adopted Program of Services



City of Eau Claire



Tax Overview

| EQUALIZED VALUE RATIO |         |         |
|-----------------------|---------|---------|
|                       | 2012    | 2013    |
| Eau Claire County     | 101.60% | 103.42% |
| Chippewa County       | 100.41% | 103.65% |

| CHANGE IN PROPERTY VALUATIONS             |              |              |          |
|---|--------------|--------------|----------|
| Property in City of Eau Claire (w/o TIDs) | 2012         | 2013         | % Change |
| Equalized Value (000's)                   | \$ 4,182,966 | \$ 4,147,677 | -0.84%   |
| Assessed Value (000's)                    | 4,248,302    | 4,288,754    | 0.95%    |

| TAX LEVIES AND RATES                    |               |         |               |         |
|---|---------------|---------|---------------|---------|
|   | 2012          |         | 2013          |         |
|   | Levy          | Rate*   | Levy          | Rate *  |
| <b>Levied by City Government:</b>       |               |         |               |         |
| City of Eau Claire                      | \$ 30,360,300 | 7.141   | \$ 30,741,800 | 7.168   |
| Public Library                          | 2,891,300     | 0.680   | 2,891,000     | 0.674   |
| City-County Health                      | 1,694,700     | 0.399   | 1,691,400     | 0.394   |
| Total City Government                   | 34,946,300    | 8.220   | 35,324,200    | 8.236   |
| <b>Levied by Other Taxing Entities:</b> |               |         |               |         |
| Eau Claire Area School District         | 42,372,961    | 10.012  | 41,722,977    | 9.772   |
| CVTC                                    | 7,285,362     | 1.714   | 7,323,429     | 1.707   |
| Eau Claire County                       | 14,386,307    | 3.518   | 14,486,217    | 3.511   |
| State Forestry                          | 693,611       | 0.167   | 689,851       | 0.164   |
| Total Other Entities                    | 64,738,241    | 15.411  | 64,222,474    | 15.154  |
| Gross Tax Levy/Tax Rate                 | 99,684,541    | 23.631  | 99,546,674    | 23.390  |
| Less State School Tax Credit            | (6,374,019)   | (1.534) | (6,452,952)   | (1.535) |
| Net Levy/Tax Rate - All Taxing Entities | \$ 93,310,522 | 22.097  | \$ 93,093,722 | 21.855  |

\*Eau Claire Co/Eau Claire School Rate

# City of Eau Claire 2013 Adopted Program of Services

| CITY / LIBRARY / HEALTH    |                   |
|----------------------------|-------------------|
|                            | <u>% Increase</u> |
| Combined Levy Increase     | 1.1%              |
| Combined Tax Rate Increase | 0.2%              |

| COMPARISON OF TAXES FOR SERVICES TO OTHER COSTS FOR PROPERTY OWNERS WITH HOME VALUED AT \$100,000 |                   |
|---|-------------------|
|   | <u>Per Year</u>   |
| Heating / Air Conditioning  | \$1,500 - \$2,000 |
| Gas   | 1,800 - 2,200     |
| Home and Car Insurance  | 1,000 - 1,500     |
| Cable / Internet  | 600 - 1,200       |
| Cell Phone  | 500 - 600         |
| City / Library / Health   | 824               |



## TAXES PER \$150,000 HOME

|                                       | <u>2012</u>     | <u>2013</u>     | <u>Inc.(Dec.)</u> | <u>% Change</u> |
|---------------------------------------|-----------------|-----------------|-------------------|-----------------|
| <b>Collected for City Government:</b> |                 |                 |                   |                 |
| City of Eau Claire                    | \$ 1,071        | \$ 1,075        | \$ 4              | 0.4%            |
| Public Library                        | 102             | 101             | (1)               | -1.0%           |
| City-County Health                    | 60              | 59              | (1)               | -1.7%           |
| <b>Total City Government</b>          | <u>\$ 1,233</u> | <u>\$ 1,235</u> | <u>\$ 2</u>       | 0.2%            |

# City of Eau Claire



## Budget Overview

Services provided by the City are classified by function for financial reporting purposes. Each major function is accounted for in a separate fund with unique revenue and expense budgets. In 2013, there are 25 operating funds with a combined expenditure budget of \$105,860,800. In addition to the appropriation for operating needs, \$46,509,100 is budgeted for construction of capital facilities such as streets, storm sewers and utilities. The 2013 appropriation for all City funds combined will be \$152,369,900.

### EXPENDITURE HIGHLIGHTS

The expenditure levels in the *2013 Program of Services* and the *2013-2017 Capital Improvement Plan* 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 fund.

### Summary of Operating Expenditures by Fund

|                                      | 2012<br>Adopted<br>Budget | 2013<br>Adopted<br>Budget | %<br>Change |
|--------------------------------------|---------------------------|---------------------------|-------------|
| General Fund                         | \$ 58,562,300             | \$ 58,337,600             | -0.4%       |
| Economic Development                 | 817,700                   | 593,600                   | -27.4%      |
| Community Enhancement                | 1,440,600                 | 1,522,900                 | 5.7%        |
| Downtown Fund                        | 144,800                   | 146,200                   | 1.0%        |
| Cemetery Maintenance                 | 393,900                   | 460,900                   | 17.0%       |
| Hazardous Materials Response         | 186,900                   | 183,900                   | -1.6%       |
| L.E. Phillips Memorial Library       | 4,182,500                 | 3,919,100                 | -6.3%       |
| City-County Health                   | 4,817,100                 | 4,856,300                 | 0.8%        |
| Community Development Block Grant    | 893,900                   | 666,300                   | -25.5%      |
| Landfill Remediation                 | 150,000                   | 150,000                   | 0.0%        |
| Debt Service                         | 7,926,300                 | 7,798,000                 | -1.6%       |
| Water Utility                        | 6,403,000                 | 6,461,800                 | 0.9%        |
| Sewer Utility                        | 5,292,800                 | 5,568,600                 | 5.2%        |
| Storm Water Utility                  | 2,629,900                 | 2,627,500                 | -0.1%       |
| Parking Utility                      | 206,700                   | 211,000                   | 2.1%        |
| Public Transit                       | 5,477,500                 | 5,606,000                 | 2.3%        |
| Hobbs Municipal Ice Center           | 701,900                   | 691,300                   | -1.5%       |
| Fairfax Municipal Pool               | 346,500                   | 346,000                   | -0.1%       |
| Risk Management                      | 2,395,900                 | 2,386,000                 | -0.4%       |
| Central Equipment                    | 2,930,300                 | 3,061,100                 | 4.5%        |
| Redevelopment Authority              | 75,700                    | 75,700                    | 0.0%        |
| Downtown Business District           | 84,000                    | 84,000                    | 0.0%        |
| West Grand Business District         | 17,000                    | 17,000                    | 0.0%        |
| Water Street Business District       | 45,500                    | 46,000                    | 1.1%        |
| N. Barstow/Medical Business District | 54,000                    | 44,000                    | -18.5%      |
| <b>Total Operating Expenditures</b>  | <b>\$ 106,176,700</b>     | <b>\$ 105,860,800</b>     | -0.3%       |

# City of Eau Claire 2013 Adopted Program of Services

## GENERAL FUND

The General Fund is the largest of the city's operating funds and equals 55.1% of total operating fund expenditures. The 2013 General Fund decrease is .4% as shown below. The General Fund includes the major city services of police, fire and ambulance, parks and recreation, street maintenance, inspections, elections, etc. The cost of these services can also be analyzed by the type of expenditures. This section describes the expenditures and provides detail as to the kinds of costs incurred.

### Summary General Fund Expenditures by Classification

|                                     | 2012<br>Adopted<br>Budget   | 2013<br>Adopted<br>Budget   | \$ Change                  | %<br>Change  |
|-------------------------------------|-----------------------------|-----------------------------|----------------------------|--------------|
| Wages                               | \$ 23,834,100               | \$ 24,636,100               | \$ 802,000                 | 3.4%         |
| Employer Paid Benefits              | 4,932,200                   | 4,634,900                   | (297,300)                  | -6.0%        |
| Health Insurance                    | 7,900,600                   | 8,158,000                   | 257,400                    | 3.3%         |
| Office Supplies / Publication Costs | 296,300                     | 304,600                     | 8,300                      | 2.8%         |
| Computer Service Charges            | 381,200                     | 417,500                     | 36,300                     | 9.5%         |
| Utilities                           | 1,306,900                   | 1,178,300                   | (128,600)                  | -9.8%        |
| Equipment Rental                    | 3,116,900                   | 3,158,300                   | 41,400                     | 1.3%         |
| Uniforms                            | 97,800                      | 95,800                      | (2,000)                    | -2.0%        |
| Building Rental                     | 390,600                     | 401,000                     | 10,400                     | 2.7%         |
| Street Maintenance Materials        | 516,300                     | 525,600                     | 9,300                      | 1.8%         |
| Other Material & Supplies           | 649,500                     | 660,100                     | 10,600                     | 1.6%         |
| Repairs to Buildings & Equipment    | 199,200                     | 206,400                     | 7,200                      | 3.6%         |
| Construction Contracts              | 555,900                     | 567,000                     | 11,100                     | 2.0%         |
| Training - All Departments          | 221,400                     | 225,200                     | 3,800                      | 1.7%         |
| Insurance                           | 471,900                     | 471,300                     | (600)                      | -0.1%        |
| Debt Service                        | 6,181,000                   | 6,186,500                   | 5,500                      | 0.1%         |
| Transfer to CIP                     | 3,328,400                   | 2,778,600                   | (549,800)                  | -16.5%       |
| Operating Subsidies                 | 2,100,800                   | 1,601,200                   | (499,600)                  | -23.8%       |
| Outside Organization Funding        | 180,000                     | 157,900                     | (22,100)                   | -12.3%       |
| Equipment                           | 44,800                      | 59,700                      | 14,900                     | 33.3%        |
| Legal Services                      | 22,100                      | 22,600                      | 500                        | 2.3%         |
| All Other Costs                     | 1,634,400                   | 1,691,000                   | 56,600                     | 3.5%         |
| Contingency                         | 200,000                     | 200,000                     | -                          | 0.0%         |
| <b>Total General Fund</b>           | <b><u>\$ 58,562,300</u></b> | <b><u>\$ 58,337,600</u></b> | <b><u>\$ (224,700)</u></b> | <b>-0.4%</b> |

### WAGES AND BENEFITS - \$37,429,000

Wages and benefits, including health insurance, are the largest expenditure in the General Fund. Together they account for 64.2% of the General Fund budget. For 2013, the July 1, 2013 wage increase for all General Fund employees is budgeted at 2%, with all employees paying 6.85% of WRS costs, and 8% of the health insurance premiums. Wages and benefits, including health insurance, are projected to increase by 2.1%.

## **City of Eau Claire 2013 Adopted Program of Services**

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### **OFFICE SUPPLIES/PUBLICATION COSTS - \$304,600**

These accounts cover regular office supplies such as paper, pens, copies, postage, etc. as well as the cost of producing and printing public notices, newsletters, annual budgets, financial statements, assessment notices, absentee ballots, agenda packages, and job advertisements. Office supply costs have increased for the 2013 budget due to the anticipated postage costs related to the reassessment.

### **COMPUTER SERVICE CHARGES - \$417,500**

These charges include the financial system (MUNIS) and payroll system (Highline) costs. The public safety departments incur a major portion of the computer services expense for the Computer Aided Dispatch System (CAD) software, Emergency Medical Dispatch (EMD) software, in squad video support, and TIME systems used by the Communication Center. Over the past few years, the Police Department has added forensic software and equipment, a new digital mugshot system, and in-squad video camera software and equipment. With the addition of this new software, comes additional software support costs, causing a 9.5% increase. Business licenses, elections software, Cornerstone software for Community Development, precise AVL/GPS for our fleet and GIS/Engineering software are also paid from these accounts.

### **UTILITIES - \$1,178,300**

Utility costs are incurred for all city-owned buildings. These include telephone lines, electrical service, garbage disposal, heating and cooling costs, water and sewer service, and storm water charges. Utility costs are projected at a 9.8% decrease due to improvements initiated by the City's Green Team and implemented with partial grant funding.

### **EQUIPMENT RENTAL – \$3,158,300**

Equipment rental charges are incurred by various departments for the use of dump trucks, graders, backhoes, police cars, mowers, vans, sweepers, pickups, etc. The rate charged covers fuel, repairs and equipment replacement. Equipment rental charges have increased by 1.3%.

### **UNIFORMS - \$95,800**

The Fire and Police Departments incur the largest expense for uniforms. The Fire Department's uniforms budget includes specialized protective clothing as well as dress uniforms. Public Works, Park Maintenance and the Recreation Division also provide staff uniforms and work clothing.

### **BUILDING RENTAL - \$401,000**

Building rental charges include expenses for the cost of office space in the Central Maintenance Facility, Hobbs Municipal Ice Center, the Police Department, the Communication Center, as well as election sites.

### **STREET MAINTENANCE MATERIALS - \$525,600**

- Sodium Chloride (Rock Salt) - \$301,800
- Calcium Chloride (Chemical De-icer) - \$22,200
- Bituminous Materials (Black Top) - \$171,000
- Sand and Gravel - \$30,600

### **OTHER MATERIALS AND SUPPLIES - \$660,100**

The largest expenditures in this category include supplies, repair parts, and building materials used by Public Works and Parks and Recreation to maintain city facilities.

### **REPAIRS TO BUILDINGS AND EQUIPMENT - \$206,400**

The largest expenditures in this category are for repairs to equipment, traffic signals and street lighting. Repairs are also budgeted for various city offices including city hall and the public safety facilities. A \$7,200 increase is expected due to maintenance and repairs needed on the emergency warning sirens.



# City of Eau Claire 2013 Adopted Program of Services

## CONSTRUCTION CONTRACTS - \$567,000

Construction contracts are used for seal coating, concrete repairs, and large asphalt repairs.

## TRAINING - \$225,200

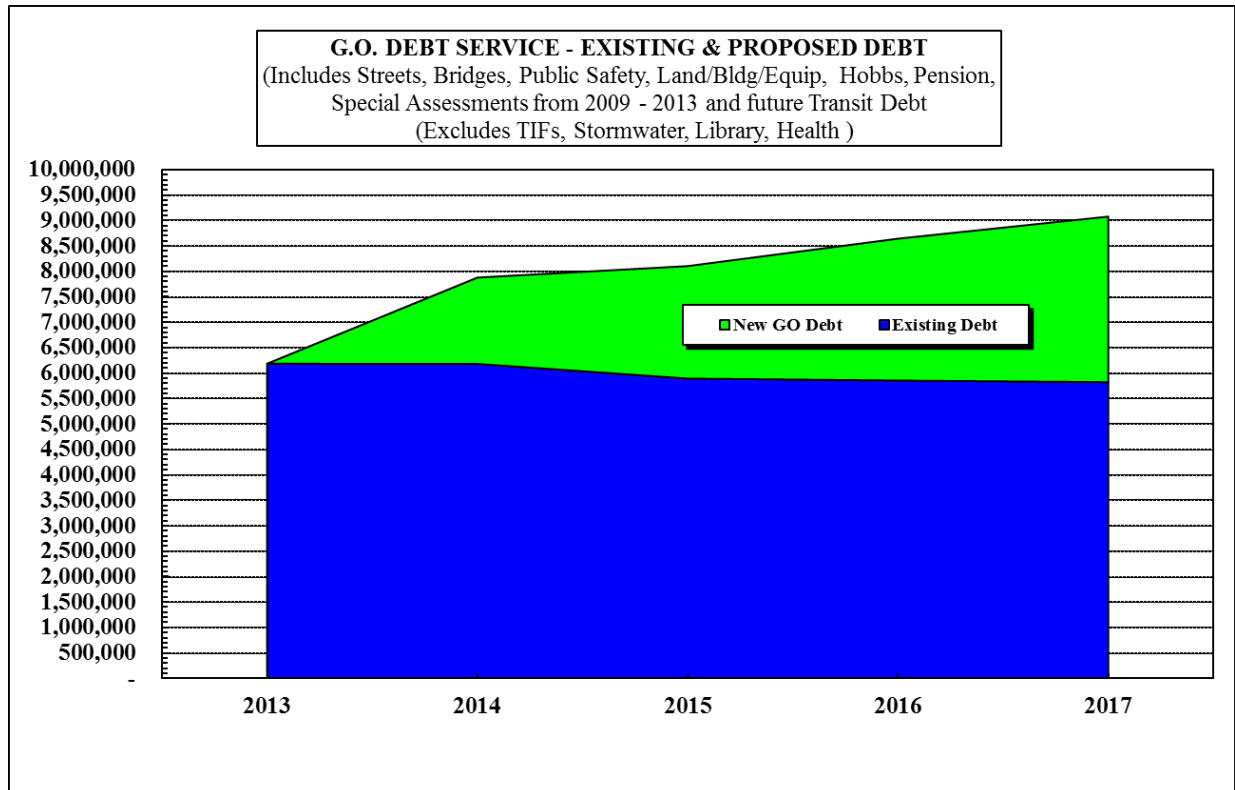
The technical aspects of city responsibilities require periodic training and updates. Some types of the training provided include paramedic and EMT courses, law enforcement certification, alcohol and drug enforcement training, crime scene investigation, employment law changes, affirmative action, ethnic sensitivity, assessing requirements, accounting pronouncements, zoning enforcement, site plan and design review procedures, paratransit issues, changes in safety laws, engineering certifications, inspections certifications, arborist certifications, software installation and implementation and system training.

## INSURANCE - \$471,300

Departments are charged a fee to cover the cost of general liability, auto liability, property damage, workers' compensation, errors and omissions, and bonds. These insurance costs are shown net of insurance reimbursements in the amount of \$32,800.

## DEBT SERVICE - \$6,186,500

General Fund debt service reflects the payments for street projects, bridge projects, land, building and equipment, public safety facilities, Hobbs Municipal Ice Center renovations, special assessment notes (from 2009-2013) and the pension refunding bonds. The new debt reflects the debt included in the 2013 - 2017 Capital Improvement Plan.



## City of Eau Claire 2013 Adopted Program of Services

### GENERAL FUND TRANSFERS TO CIP - \$2,778,600

In 2013, General Fund support from fund balance is used to fund capital projects in lieu of incurring additional debt. In Land, Buildings and Equipment, the General Fund transfer of \$1,503,100 supports the annual allocations for technical equipment, land acquisition, building maintenance and equipment replacement. In the Streets program the City has allocated an amount equal to the special assessment revenue it receives for prior year's projects, thereby lessening the amount to be borrowed. The General Fund makes an annual \$150,000 contribution towards parks maintenance. The Parking Utility budgets \$100,000 for maintenance, \$80,000 of which comes from the General Fund. In Transit, the City's share of a bus totals \$115,000 and \$12,000 for air conditioning at the downtown transfer station. The General Fund is also contributing \$45,000 to the Fairfax Pool repairs.

#### 2013 Capital Project Transfers

|                                | 2012                | 2013                |
|--------------------------------|---------------------|---------------------|
| Land, Buildings and Equipment  | \$ 1,401,200        | \$ 1,503,100        |
| Street Improvements            | 681,700             | 873,500             |
| Bridge Improvements            | 100,000             | -                   |
| Parks Improvements             | 150,000             | 150,000             |
| Parking Utility                | 90,000              | 80,000              |
| Public Transit                 | 190,000             | 127,000             |
| Central Equipment              | 37,500              | -                   |
| Fairfax Municipal Pool         | 678,000             | 45,000              |
| <b>Total Transfers for CIP</b> | <b>\$ 3,328,400</b> | <b>\$ 2,778,600</b> |

### OPERATING SUBSIDIES - \$1,601,200

The City operates a number of facilities similar to business enterprises. If the annual revenues of the operation are insufficient to pay operating costs, the General Fund provides an operating subsidy. Contributions and advances to these funds for capital improvements are not treated as operating subsidies. Subsidies budgeted for 2013 include Cemetery Maintenance, Public Transit, Economic Development, Hobbs Ice Center and the Fairfax Municipal Pool. The General Fund transfer to Economic Development has been \$100,000 annually. In 2012, a one-time transfer of an additional \$500,000 was made to support economic development programs.

A 5.5% decrease in the 2013 General Fund subsidy is expected for the Cemetery Fund.

The General Fund subsidy for Public Transit is projected to increase by .5%

The Fairfax Municipal Pool General Fund subsidy will decrease by 6.0% for the 2013 budget.

The Hobbs Ice Center is expected to use \$32,100 in 2013 General Fund subsidy an increase of 62.1%.

#### 2013 Operating Subsidies

| Fund                       | 2012<br>Adopted<br>Budget | 2013<br>Adopted<br>Budget | % Change      |
|----------------------------|---------------------------|---------------------------|---------------|
| Economic Development       | \$ 600,000                | \$ 100,000                | -83.3%        |
| Cemetery                   | 209,700                   | 198,200                   | -5.5%         |
| Public Transit             | 1,162,700                 | 1,168,800                 | 0.5%          |
| Hobbs Municipal Ice Center | 19,800                    | 32,100                    | 62.1%         |
| Fairfax Municipal Pool     | 108,600                   | 102,100                   | -6.0%         |
| <b>Total Subsidies</b>     | <b>\$ 2,100,800</b>       | <b>\$ 1,601,200</b>       | <b>-23.8%</b> |

# **City of Eau Claire 2013 Adopted Program of Services**

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## **OUTSIDE ORGANIZATION FUNDING - \$157,900**

Annually, in the budget process, community service groups request funding from the City Council. These requests are normally for operating or capital contributions to allow the groups to carry out community events. Community service group requests are funded from the General Fund, Economic Development Fund and Community Enhancement Fund, depending on the focus of the service provided. The General Fund provides a subsidy of \$40,200 to the L.E. Phillips Senior Center and \$82,700 to the Public Access Center.

In 2013 the funding for matching donations raised by Neighborhood Associations has been eliminated. However, unspent appropriations from previous years will be recommended for carryover to future years.

In 2011, the Recreation division assumed control of the concession operations for the football stadium, softball and soccer fields for safety reasons. Volunteers still support the concession operations. The 2013 budget includes projected payments of \$35,000 to the various volunteer organizations.

Further information regarding support for community service groups may be found on pages D-1 and D-3, in the "Other Funds" section and in the *2013 Recommended Outside Organization* book.

## **EQUIPMENT – \$59,700**

Equipment purchases approved for 2013 include \$2,000 for the Manager's office, \$5,700 for Street Lighting, \$14,700 for Parks Maintenance, \$1,800 for Carson Park concessions, \$5,500 for Forestry, and \$30,000 for the Fire Department.

## **LEGAL SERVICES - \$22,600**

Legal Services provided for in the General Fund include \$3,300 in the City Attorney's budget for consulting services and \$19,300 in Human Resources for assistance with grievances and arbitration.

## **ALL OTHER COSTS & CONTINGENCY - \$1,891,000**

- Pensions and Prior Service Costs - \$69,700
- Special Assessments - \$125,000
- Special Services including tax collections, bank services, credit card fees, collection service, drop boxes, weights and measures, pest control, design services, tree rebates, parking ticket collections and ambulance collections, etc. - \$633,200
- Advertising Costs for public notice to raise awareness of citizens to meetings, business licensing, tax payment, employment opportunities, public transportation and Parks & Recreation programming - \$92,200
- Other services and expenses include auditing, lab and medical testing, membership dues, annexation rebates, recruitment expenses, unemployment compensation, pawnshop fees, Landmark support, implementation reserve, tree trimming and animal boarding - \$770,900

The Contingency amount is available for expenses related to unexpected events like wind storms or floods. Transfers from the contingency account must be authorized by the City Council - \$200,000.

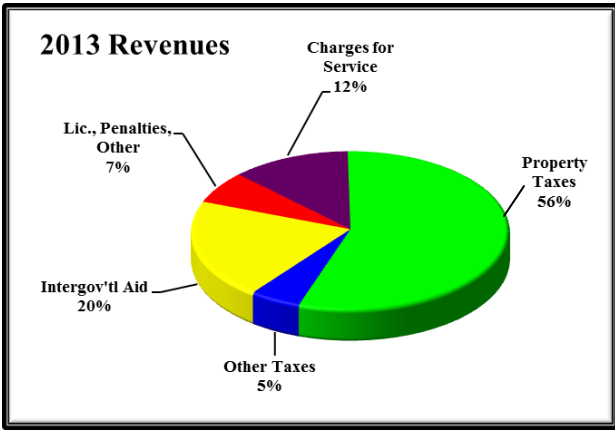
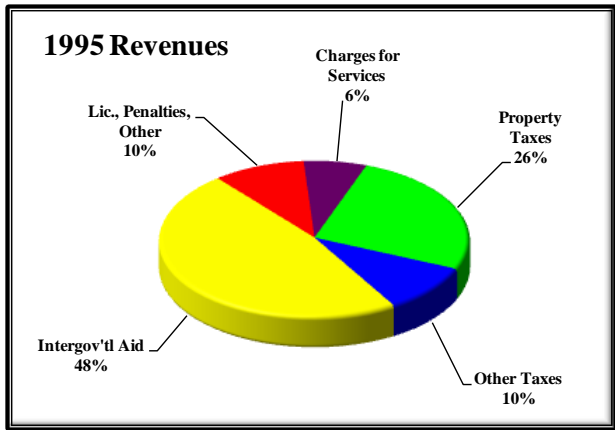
# City of Eau Claire 2013 Adopted Program of Services

## GENERAL FUND REVENUES

Two major segments of General Fund revenues are state aids and property taxes, which comprise 76% of the operating revenues. Since 1995, there has been a shift in these two categories, from state and federal aids providing most of the operating revenues to an increased reliance on the tax levy. Property taxes now provide 56% of the General Fund revenues while state aids have dropped to 20%.

### 2013 GENERAL FUND REVENUES

|                                     |           |                   |
|-------------------------------------|-----------|-------------------|
| Property Taxes                      | \$        | 26,882,500        |
| Property Taxes for Debt - Post 2005 |           | 3,858,600         |
| Other Taxes                         |           | 2,888,900         |
| Shared Revenues                     |           | 6,081,100         |
| Other Intergovernmental Revenues    |           | 5,133,400         |
| Licenses and Permits                |           | 1,550,300         |
| Fines and Forfeits                  |           | 794,000           |
| Charges for Services                |           | 3,687,300         |
| Charges for Services-Intrgov.       |           | 3,172,500         |
| Miscellaneous                       |           | 1,205,000         |
| Other Financing Sources             |           | 125,000           |
| <b>Operating Revenues</b>           |           | <b>55,378,600</b> |
| <b>Fund Balance Applied</b>         |           | <b>2,959,000</b>  |
| <b>Total Revenues</b>               | <b>\$</b> | <b>58,337,600</b> |



## PROPERTY TAXES

The 2013 General Fund tax levy for operations is \$26,882,500, and \$3,858,600 for debt service incurred after 2005. The levy for annexed properties is \$700. Combined, the total levy is \$30,741,800, an overall increase of 1.3%. The combined City, Public Library, and City-County Health levies are \$35,324,200, an increase of 1.1% from 2012.

# City of Eau Claire 2013 Adopted Program of Services

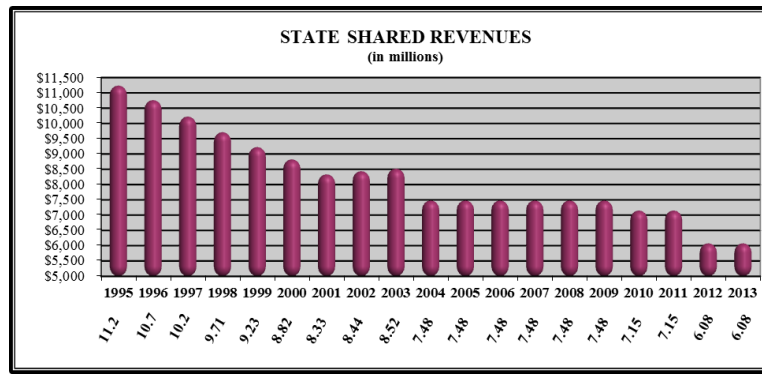
## OTHER TAXES

Special assessments for 2013 are projected at \$558,500 and consist of charges for capital improvements such as streets, sidewalks, curb and gutter.

Payments in lieu of taxes are collected from the Water Utility, the Housing Authority, Goodwill Industries, and certain tax-exempt housing projects as reimbursement for city services. This revenue is projected at \$1,913,700, 82% of which is paid by the Water Utility.

## SHARED REVENUES

Most of the revenue shift from state aids to the tax levy has happened in past years as the City began losing state shared revenues in 1996 at approximately 5% or \$500,000 per year. In 2004, the shared revenues were reduced by more than \$1 million. During the years 2004 through 2009, shared revenues leveled out at \$7.48 million, and were reduced to \$7.154 million in 2010 and 2011. In 2012 shared revenue decreased to \$6.081 million and remains the same for 2013.



## OTHER INTERGOVERNMENTAL REVENUES

Other major state aids include transportation assistance (\$2,486,300), a payment for municipal services (\$520,000), the expenditure restraint program (\$1,140,600), and utility tax, fire insurance tax, police training, and computer tax reimbursements totaling (\$986,500).

## OTHER GENERAL FUND REVENUES

All other General Fund Revenues total \$10.5 million, or about 19% of the total budget.

- Franchise fees equal about 41% of the Licenses and Permits category. The rest of the category includes fees for building, electrical, and plumbing permits; as well as licenses for bartenders, pets, restaurants, and amusement devices.
- Fines and Forfeitures represent revenue from court fines for ordinance violations and for parking violations.
- Ambulance fees constitute approximately 67% of the Charges for Services, Parks and Recreation fees represent about 19%, and the remainder is collected by Planning, Public Works, Police, and Fire. In 2011, the Parks and Recreation Department assumed the concessions operations at the Carson Park stadium, serving the football and softball fields. The concessions revenue is estimated at \$136,100. This revenue must cover the cost of product and payments to booster clubs that provide volunteer staffing.
- Other governmental charges include \$1,319,800 paid by the County as its 70% share of the Communication Center, \$198,500 reimbursed by the School District for the police liaison officers, and \$1,445,200 paid by the Water, Sewer, and Storm Water utilities, Hazardous Materials Fund, CDBG, and Transit Fund, for General Fund services such as payroll, accounting, billing, legal, engineering, and human resources.
- Miscellaneous and Other Financing Sources include interest earnings, donations, tower rental fee, bond proceeds, transfers from other funds such as Community Enhancement, CDBG, and the Sewer and Storm Water utilities, and use of working capital for capital projects.

# City of Eau Claire 2013 Adopted Program of Services

## OTHER FUNDS

### Economic Development Fund

Economic Development Fund revenues are generated by repayments of principal and interest from loans made in prior years and support from the General Fund. The Economic Development Fund provides the following agency support:

### *Economic Development Fund Support*

| <u>Organization</u>                              | <b>2012<br/>Adopted<br/>Budget</b> | <b>2013<br/>Adopted<br/>Budget</b> |
|--|------------------------------------|------------------------------------|
| Eau Claire Innovation Center                     | \$ 12,100                          | \$ 12,100                          |
| Eau Claire Area Economic Development Corporation | 90,000                             | 90,000                             |
| Downtown Fund (DECI)                             | 80,000                             | 80,000                             |
| Redevelopment Authority                          | 200,000                            | 200,000                            |
| Total Support to Organizations                   | <u>\$ 382,100</u>                  | <u>\$ 382,100</u>                  |

### Community Enhancement Fund

Room tax revenues support the contributions made by the Community Enhancement Fund to outside organizations and the City's tourism related projects. An agreement with Visit Eau Claire (formerly Chippewa Valley Convention and Visitors Bureau) allocates 56.35% of estimated room tax revenues to Visit Eau Claire. The room tax rate is 8%. The following table shows the room tax allocations to outside organizations.

### *Community Enhancement Fund Support*

| <u>Organization</u>                    | <b>2012<br/>Adopted<br/>Budget</b> | <b>2013<br/>Adopted<br/>Budget</b> |
|--|------------------------------------|------------------------------------|
| Visit Eau Claire                       |                                    |                                    |
| Operating                              | \$ 729,700                         | \$ 786,100                         |
| Special Events                         | 31,000                             | 31,000                             |
| <b>Total Visit Eau Claire</b>          | <u><b>760,700</b></u>              | <u><b>817,100</b></u>              |
| Paul Bunyan Logging Camp               | 31,000                             | 31,000                             |
| Children's Museum of Eau Claire        | 4,400                              | 4,400                              |
| Chippewa Valley Museum                 | 64,000                             | 64,000                             |
| Chippewa Valley Symphony, Ltd.         | 2,500                              | 2,500                              |
| Chippewa Valley Theatre Guild          | 1,500                              | 1,500                              |
| Eau Claire Chamber Orchestra           | 2,500                              | 2,500                              |
| Community Beautification               | 2,000                              | 2,000                              |
| Eau Claire Regional Arts Council, Inc. | 95,200                             | 95,200                             |
| Municipal Band                         | 3,500                              | 3,500                              |
| Sculpture Tour Eau Claire              | -                                  | 2,400                              |
| <b>Total Support to Organizations</b>  | <u><b>\$ 967,300</b></u>           | <u><b>\$ 1,026,100</b></u>         |

The balance of room tax funds are designated for the support of the Hobbs Municipal Ice Center (\$70,000), park improvements (\$200,000), special events (\$40,000), Phoenix Park maintenance costs (\$75,000) and Fairfax Pool renovations (\$45,000). Auditing and computer charges are appropriated at \$1,800.



## **City of Eau Claire 2013 Adopted Program of Services**

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### Downtown Fund

The Downtown Fund is the City's mechanism for providing administrative support to Downtown Eau Claire, Inc. (DECI). The Downtown Fund's budget of \$146,200 is supported by contributions from the Economic Development Fund, the BIDs, the corporate account, and the use of fund balance.

### Cemetery Maintenance

The General Fund support for the Cemetery Fund is projected at \$198,200, a 5.5% decrease from 2012, due to an increase in grave opening fees.

### Hazardous Materials Response Fund

The Hazardous Materials Response Fund was established in 1996 to account for responses to hazardous materials spills. Revenues are based on an agreement with the Wisconsin Division of Emergency Government to provide emergency response to incidents involving hazardous materials in a 14-county area. The revenues are projected to decrease 1.3% in 2013.

### L. E. Phillips Memorial Public Library

The tax levy for the L.E. Phillips Memorial Public Library operations and pension debt will essentially remain the same as 2012. Revenues from Eau Claire County are expected to decrease by \$16,300. Revenues from the Indianhead Federated Library System are projected to stay the same as 2012. Services to other counties are projected to increase 1.2% to \$245,300, reflecting the impact of ACT 420, which requires adjacent counties without public libraries to pay for library services for their citizens.

The library expenditures are projected to decrease by \$263,400 or 6.3% compared to the 2012 budget due to the decrease in the transfer to library CIP.

### City-County Health Department

The Health Department tax levy is proposed to decrease slightly from 2012. Expenses are projected to increase by .8% from 2012. The City tax rate for the Health department will decrease from .399 to .394 per \$1,000. The Board of Health reviews the department's fees on an annual basis.

### Landfill Remediation

Landfill Remediation revenue is derived from the cleanup participants. The remediation is moving from the construction phase to a monitoring phase. No changes have been projected in the expected contribution requirements for 2013.

### Debt Service

The Debt Service Funds include provisions for payments of general obligation debt for the General Fund supported capital projects and the TIFs. While TIF #7 has been closed for construction purposes, the Debt Service Fund will continue to receive tax increments for debt payments. TIF #7 will require a subsidy of \$90,000 for debt service because redevelopment of the TIF parcels has not happened as quickly as projected.

### Water Utility

Expenses in the Water Utility operations are proposed to increase slightly. The Water Utility makes a payment-in-lieu of taxes to the General Fund and reimburses the General Fund for engineering and administrative services for a combined payment of \$2,153,300. An application for a 3% rate increase is proposed to go into effect on January 1, 2013 due to our qualification for a simplified rate case. An application for a full rate case is proposed in 2013 for implementation in 2014.

A portion of the Water Utility's operating revenues, in the amount of \$2,330,000, will be used to directly finance capital improvements in the Capital Improvement Program. The Water Utility's debt service for 2013 is \$1,710,700.

## **City of Eau Claire 2013 Adopted Program of Services**

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### **Sewer Utility**

The Capital Improvement Plan for the utility includes a \$49.2 million Phase II Activated Sludge Process to meet current and future wastewater treatment needs in the community. The architecture and engineering for the project began in 2010 and will continue into 2012. Construction on the project is scheduled to begin in 2013 and will take approximately three years to finish. The first rate increase since 1998 was approved in 2008 at 6%. Rate increases for 2009 through 2012 have been 7%. A new rate structure is proposed for 2013 which will include a flat fee as part of the sewer change. The rate change is expected to be about a 7% increase in revenues reflecting the increases in equipment rental, electricity, chemicals, and preparing for the debt service requirements for the Phase II project.

### **Storm Water Utility**

Operating costs in the Storm Water Utility are up slightly over 2012. The Storm Water principal on general obligation payments will increase by \$107,900 and the Storm Water rate increases from \$80/ERU to \$83/ERU.

### **Parking Utility**

Parking Utility revenue is expected to remain relatively constant. For the second year in a row, there is no General Fund operating subsidy budgeted for the Parking Utility as a direct result of the conversion to an automatic ticket system at the municipal parking ramp in 2011.

### **Public Transit**

State and Federal grants are projected at about 55% of the Public Transit budget for 2013, excluding debt. Fares and contract revenues will provide about 18% of the budget, revenues from Eau Claire County and the City of Altoona another 6%, and the General Fund subsidy will equal about 21% of the budget. A projected increase in state and federal funding of 1% has resulted in a .5% increase in the General Fund subsidy in 2013, down from a 9% increase in 2012.

### **Hobbs Municipal Ice Center**

The Hobbs Municipal Ice Center with three covered rinks was renovated in 2010. The General Fund support for debt service in the amount of \$19,800 is projected for 2012 and \$32,100 in 2013. Revenues were slow to recover after the renovation period and user fees were not increased to the original projections. Revenues and expenses are projected to decrease slightly by .6%.

### **Fairfax Municipal Pool**

Fees are reviewed annually by the Parks, Recreation and Forestry Department and are set by the City Council. Pool revenues are directly affected by summer temperatures. General Fund support in the amount of \$102,100 is projected for 2013 which is 6% less than 2012. Expenditures for 2013 are projected to decrease slightly.

### **Risk Management**

Risk Management Fund revenues are derived from internal service charges for insurance coverage including liability issues, property damage, workers' compensation, and the health insurance deductible.

### **Central Equipment**

Central Equipment Fund revenues are derived from internal service charges for equipment rental charges, fuel costs, maintenance, and depreciation on the City's fleet. The General Fund departments incur approximately \$3 million in equipment rental charges, about 65% of Central Equipment's total revenue. Equipment rental rates have been raised to reflect the increasingly high cost of equipment replacement.

## **City of Eau Claire 2013 Adopted Program of Services**

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### Redevelopment Authority

The Redevelopment Authority budget of \$75,700 includes \$10,200 for professional services related to property acquisition and \$60,000 to record write down of loan to PPL, all funded by fund balance. The Redevelopment Authority CIP will also receive \$200,000 from the Economic Development Fund.

### BIDs

The South Barstow, West Grand, Water Street, and North Barstow/Medical Business Improvement Districts (BIDS) allow business and property owners to develop, manage, and promote their districts and to establish a special assessment to finance these activities.

City of Eau Claire, Wisconsin

# 2013 Adopted Program of Services

November 7, 2012



## General Fund

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# City of Eau Claire 2013 Adopted Program of Services

**GENERAL FUND**  
**Budget Summary**  
**Revenues & Expenditures**

| Operating Budget  | 2011<br>Actual              | 2012<br>Adopted              | 2012<br>6 Month<br>Actual  | 2012<br>Projection           | 2013<br>Adopted              |
|---|-----------------------------|------------------------------|----------------------------|------------------------------|------------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                             |                              |                            |                              |                              |
| Taxes   | \$ 32,040,875               | \$ 33,048,000                | \$ 19,012,924              | \$ 33,121,300                | \$ 33,630,000                |
| Intergovernmental                                       | 12,533,571                  | 11,185,500                   | 2,467,726                  | 11,610,500                   | 11,214,500                   |
| Licenses & Permits                                      | 1,475,789                   | 1,495,100                    | 743,845                    | 1,503,400                    | 1,550,300                    |
| Fines & Forfeits  | 746,610                     | 769,000                      | 401,484                    | 769,000                      | 794,000                      |
| Charges For Services                                    | 3,517,685                   | 3,473,400                    | 1,682,842                  | 3,439,300                    | 3,687,300                    |
| Charges For Services - Intragovernmental                | 3,528,975                   | 3,088,400                    | 1,233,805                  | 3,088,400                    | 3,172,500                    |
| Miscellaneous   | 1,417,129                   | 1,205,800                    | 635,218                    | 1,219,200                    | 1,205,000                    |
| Other Financing Sources                                 | 245,788                     | 143,700                      | 29,969                     | 168,800                      | 125,000                      |
| Total Revenues & Other Financing Sources:               | <u>55,506,422</u>           | <u>54,408,900</u>            | <u>26,207,812</u>          | <u>54,919,900</u>            | <u>55,378,600</u>            |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                             |                              |                            |                              |                              |
| Personal Services                                       | 35,247,353                  | 36,666,900                   | 16,384,145                 | 36,673,300                   | 37,429,000                   |
| Contractual Services                                    | 6,336,096                   | 6,445,800                    | 2,701,893                  | 6,560,100                    | 6,595,100                    |
| Utilities   | 990,755                     | 1,306,900                    | 484,618                    | 1,301,600                    | 1,178,300                    |
| Fixed Charges   | 534,835                     | 598,400                      | 238,992                    | 598,800                      | 629,300                      |
| Materials & Supplies                                    | 1,441,289                   | 1,514,800                    | 728,296                    | 1,548,600                    | 1,559,800                    |
| Contributions & Other Payments                          | 253,892                     | 210,000                      | 90,496                     | 234,700                      | 179,800                      |
| Capital Purchases                                       | 12,950                      | 9,300                        | -                          | 22,400                       | -                            |
| Other Financing Uses                                    | 9,248,302                   | 11,810,200                   | -                          | 11,574,500                   | 10,766,300                   |
| Total Expenditures & Other Financing Uses:              | <u>54,065,472</u>           | <u>58,562,300</u>            | <u>20,628,440</u>          | <u>58,514,000</u>            | <u>58,337,600</u>            |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b><u>\$ 1,440,950</u></b>  | <b><u>\$ (4,153,400)</u></b> | <b><u>\$ 5,579,372</u></b> | <b><u>\$ (3,594,100)</u></b> | <b><u>\$ (2,959,000)</u></b> |
| <b>Working Capital/Available Fund Balance:</b>          |                             |                              |                            |                              |                              |
| Nonspendable:   |                             |                              |                            |                              |                              |
| Notes Receivable  | \$ 25,000                   |                              |                            | \$ 25,000                    | \$ 25,000                    |
| Prepaid Items & Inventories                             | 772,524                     |                              |                            | 700,000                      | 700,000                      |
| Noncurrent Portion of Advances                          | 6,036,277                   |                              |                            | 5,479,842                    | 4,702,321                    |
| Assigned:   |                             |                              |                            |                              |                              |
| Hwy 53 Maintenance                                      | 2,559,962                   |                              |                            | 2,434,962                    | 2,309,962                    |
| YMCA Land Sale  | 429,341                     |                              |                            | 429,341                      | 429,341                      |
| Early Retirement Rebate                                 | -                           |                              |                            | 473,100                      | 373,100                      |
| Unassigned - Working Capital                            | 3,700,000                   |                              |                            | 3,700,000                    | 5,800,000                    |
| Unassigned  | 13,283,810                  |                              |                            | 9,970,568                    | 5,914,089                    |
| <b>Ending Balance</b>                                   | <b><u>\$ 26,806,914</u></b> |                              |                            | <b><u>\$ 23,212,813</u></b>  | <b><u>\$ 20,253,813</u></b>  |

## City of Eau Claire 2013 Adopted Program of Services

### General Fund Revenue Detail

| Revenue Classification                   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Recommended |
|--|-------------------|-------------------|---------------------------|--------------------|---------------------|
| <b><u>Taxes</u></b>                      |                   |                   |                           |                    |                     |
| Real & Personal Property                 | \$ 26,066,312     | \$ 26,536,000     | \$ 14,276,484             | \$ 26,536,000      | \$ 26,882,500       |
| Allowance for Delinquent Taxes           | -                 | (200,000)         | -                         | (200,000)          | (200,000)           |
| Tax Increase for Debt Services           | 3,015,400         | 3,823,200         | 3,823,200                 | 3,823,200          | 3,858,600           |
| Tax Rebates                              | 800               | 1,100             | 1,100                     | 1,100              | 700                 |
| Special Assessments                      | 820,346           | 681,700           | 496,906                   | 761,700            | 873,500             |
| Payment in Lieu of Taxes                 | 1,826,897         | 1,893,000         | 308,138                   | 1,886,300          | 1,913,700           |
| Other                                    | 311,120           | 313,000           | 107,096                   | 313,000            | 301,000             |
| <b>Total Taxes</b>                       | <b>32,040,875</b> | <b>33,048,000</b> | <b>19,012,924</b>         | <b>33,121,300</b>  | <b>33,630,000</b>   |
| <b><u>Intergovernmental Revenues</u></b> |                   |                   |                           |                    |                     |
| Federal Aid                              | 88,602            | 194,800           | 516,170                   | 539,300            | 170,600             |
| State Shared Tax                         | 7,044,478         | 6,081,100         | -                         | 6,081,100          | 6,081,100           |
| State Expenditure Restraint Program      | 1,112,585         | 1,115,000         | -                         | 1,168,300          | 1,140,600           |
| State Aid-Streets                        | 2,762,579         | 2,430,000         | 1,243,161                 | 2,486,300          | 2,486,300           |
| State Aid-Police & Fire                  | 711,891           | 645,000           | 672,992                   | 668,100            | 670,000             |
| Other                                    | 813,436           | 719,600           | 35,404                    | 667,400            | 665,900             |
| <b>Total Intergovernmental Revenues</b>  | <b>12,533,571</b> | <b>11,185,500</b> | <b>2,467,726</b>          | <b>11,610,500</b>  | <b>11,214,500</b>   |
| <b><u>Licenses &amp; Permits</u></b>     |                   |                   |                           |                    |                     |
| Television Franchise                     | 640,621           | 625,000           | 160,272                   | 640,000            | 640,000             |
| PEG Fees                                 | 12,914            | -                 | -                         | -                  | -                   |
| Liquor Licenses                          | 94,358            | 90,000            | 79,829                    | 90,000             | 95,000              |
| Building Permits                         | 248,969           | 300,000           | 173,790                   | 300,000            | 300,000             |
| Construction Permits                     | 204,717           | 195,000           | 118,843                   | 195,000            | 215,000             |
| Occupational Licenses                    | 124,900           | 122,500           | 103,788                   | 125,500            | 124,500             |
| Other                                    | 149,310           | 162,600           | 107,325                   | 152,900            | 175,800             |
| <b>Total Licenses &amp; Permits</b>      | <b>1,475,789</b>  | <b>1,495,100</b>  | <b>743,845</b>            | <b>1,503,400</b>   | <b>1,550,300</b>    |
| <b><u>Fines &amp; Forfeits</u></b>       |                   |                   |                           |                    |                     |
| Court Penalties & Costs                  | 302,704           | 355,000           | 151,544                   | 355,000            | 350,000             |
| Parking Violations                       | 442,336           | 410,000           | 248,769                   | 410,000            | 440,000             |
| Other                                    | 1,571             | 4,000             | 1,171                     | 4,000              | 4,000               |
| <b>Total Fines &amp; Forfeits</b>        | <b>746,610</b>    | <b>769,000</b>    | <b>401,484</b>            | <b>769,000</b>     | <b>794,000</b>      |
| <b><u>Charges For Services</u></b>       |                   |                   |                           |                    |                     |
| Planning & Development Fees              | 30,306            | 30,000            | 17,597                    | 32,000             | 34,000              |
| Weights & Measures Fees                  | 19,700            | 19,700            | -                         | 19,700             | 19,700              |
| Development Review Fee                   | 2,912             | 2,000             | -                         | 2,000              | 2,000               |
| Public Works Revenue                     | 49,312            | 49,000            | 25,712                    | 49,000             | 55,000              |
| Landfill Fees                            | 119,109           | 100,000           | 56,530                    | 100,000            | 120,000             |
| Recreational Charges                     | 630,849           | 668,500           | 252,898                   | 656,200            | 680,800             |
| Police Department Fees                   | 105,157           | 128,300           | 49,972                    | 128,300            | 126,000             |
| Ambulance-Hospitals                      | 155,827           | 159,900           | 161,437                   | 159,900            | 164,200             |
| Fire Dept Fees - Taxable                 | 2,132             | 2,000             | 1,293                     | 2,000              | 2,100               |
| Fire Dept Fees - Non-Tax                 | 12,189            | 25,000            | 5,901                     | 20,000             | 20,000              |

## City of Eau Claire 2013 Adopted Program of Services

### General Fund Revenue Detail

| Revenue Classification                                 | 2011<br>Actual       | 2012<br>Adopted      | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Recommended  |
|--|----------------------|----------------------|---------------------------|---------------------|----------------------|
| Ambulance - City                                       | \$ 1,682,945         | \$ 1,560,000         | \$ 771,719                | \$ 1,560,000        | \$ 1,720,000         |
| Haz Mat Response Charge                                | -                    | -                    | -                         | -                   | -                    |
| Ambulance - Regional                                   | 559,543              | 600,000              | 201,359                   | 575,000             | 600,000              |
| Other  | 147,703              | 129,000              | 138,426                   | 135,200             | 143,500              |
| <b>Total Charges For Services</b>                      | <b>3,517,685</b>     | <b>3,473,400</b>     | <b>1,682,842</b>          | <b>3,439,300</b>    | <b>3,687,300</b>     |
| <b><u>Charges For Services - Intragovernmental</u></b> |                      |                      |                           |                     |                      |
| Communication Center                                   | 1,253,864            | 1,271,900            | 317,979                   | 1,271,900           | 1,319,800            |
| HazMat "B" Contract                                    | 29,223               | 20,400               | -                         | 20,400              | 20,400               |
| Ambulance-Towns  | 33,764               | 34,600               | 34,978                    | 34,600              | 35,600               |
| Fire Inspector-Altoona                                 | 31,382               | 31,400               | 15,566                    | 31,400              | -                    |
| Police Liason  | 191,970              | 190,000              | 96,294                    | 190,000             | 198,500              |
| Storm Water Mgmt Service Charge                        | 322,848              | 354,200              | 177,078                   | 354,200             | 368,900              |
| Interest:  |                      |                      |                           |                     |                      |
| HazMat Service Charge                                  | 12,200               | 10,000               | 5,000                     | 10,000              | 10,000               |
| Water Utility Service Charge                           | 504,636              | 550,500              | 275,322                   | 550,500             | 575,300              |
| Sewer Utility Service Charge                           | 393,828              | 419,000              | 209,466                   | 419,000             | 437,500              |
| Public Transit Utility Service Charge                  | 51,227               | 52,900               | 26,460                    | 52,900              | 53,500               |
| Service Charge - Unfunded Pension                      | 678,813              | 145,500              | 72,750                    | 145,500             | 145,000              |
| Service Charge - Other                                 | 25,220               | 8,000                | 2,912                     | 8,000               | 8,000                |
| <b>Total Charges For Services -</b>                    | <b>3,528,975</b>     | <b>3,088,400</b>     | <b>1,233,805</b>          | <b>3,088,400</b>    | <b>3,172,500</b>     |
| <b><u>Miscellaneous</u></b>                            |                      |                      |                           |                     |                      |
| Investments  | 341,590              | 300,000              | 158,631                   | 300,000             | 335,000              |
| Advance to Other Funds                                 | 366,588              | 328,700              | -                         | 328,700             | 287,900              |
| Special Assessments                                    | 311,055              | 290,000              | 285,991                   | 290,000             | 297,900              |
| Other Interest   | -                    | 600                  | -                         | -                   | -                    |
| Build America Bond Interest                            | 230,884              | 222,500              | 124,938                   | 222,500             | 217,900              |
| Rental   | 55,503               | 52,000               | 47,073                    | 52,000              | 53,100               |
| Other  | 111,509              | 12,000               | 18,585                    | 26,000              | 13,200               |
| <b>Total Miscellaneous</b>                             | <b>1,417,129</b>     | <b>1,205,800</b>     | <b>635,218</b>            | <b>1,219,200</b>    | <b>1,205,000</b>     |
| <b>Revenues</b>  | <b>53,763,306</b>    | <b>54,265,200</b>    | <b>26,177,843</b>         | <b>54,751,100</b>   | <b>55,253,600</b>    |
| <b><u>Other Financing Sources</u></b>                  |                      |                      |                           |                     |                      |
| Transfer from Other Funds                              | 174,255              | 133,700              | 12,962                    | 151,800             | 115,000              |
| Sale of Capital Assets                                 | 71,533               | 10,000               | 17,007                    | 17,000              | 10,000               |
| Bond Proceeds  | -                    | -                    | -                         | -                   | -                    |
| <b>Total Other Financing Sources</b>                   | <b>245,788</b>       | <b>143,700</b>       | <b>29,969</b>             | <b>168,800</b>      | <b>125,000</b>       |
| <b>Total Revenues &amp; Other Financing Sources</b>    | <b>\$ 55,506,422</b> | <b>\$ 54,408,900</b> | <b>\$ 26,207,812</b>      | <b>\$54,919,900</b> | <b>\$ 55,378,600</b> |



# City of Eau Claire



## General Fund Revenues

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### TAXES

**Property Taxes** are the most important component of city revenue sources. All required funding that cannot be generated from other revenues must be derived from a property tax levy. The tax rate is expressed in terms of “mills,” with one mill equivalent to one dollar of tax for every \$1,000 of assessed value. The City of Eau Claire’s assessment ratio is estimated at 103.4% of the equalized (market) value for 2013. Assessed values are estimated to increase approximately 1%.

The 2013 General Fund tax levy for operations is \$26,882,500 and \$3,858,600 for debt service incurred after 2005. The levy for annexed properties is \$700. The combined City, Public Library, and City-County Health levies are \$35,324,200, an increase of 1.1% from 2012.

**Special Assessments** are collected from properties benefiting from city capital improvements. These assessments are due annually and become a lien against the property.

**Payments in Lieu of Taxes** are collected from the Water Utility, the Housing Authority, Goodwill Industries, and certain private tax-exempt housing projects as reimbursement for Police, Fire, and Public Works services. This payment is computed annually and is equal to the value of the property multiplied by the current mill rate. This revenue is projected at \$1,913,700.

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

### INTERGOVERNMENTAL REVENUE

**Federal Aid** consists of federal assistance for the COPS Hiring grant.

**State Shared Revenue** makes up 55% of intergovernmental revenue and 11% of total General Fund revenue. Each biennium, the State Legislature appropriates a portion of state tax collections and returns it to the municipalities. Originally, the state aid was based on a formula that took into effect the community’s tax effort, the equalized value of the property in the community, and the population. However, the State reduced the funding for the shared revenue program and since 1995 the state shared revenue has decreased about \$5 million. The shared revenue program distribution was frozen at \$7.48 million from 2004 through 2009, and was reduced to \$7.15 million in 2010 and 2011. A reduction of 15%, to 6.08 million is anticipated in 2012 and is expected to remain at that level in 2013.

**State Aid for the Expenditure Restraint Program** was implemented in 1991 to encourage Wisconsin municipalities to keep their current budget increases in line with growth in property values and new construction. The amount received varies according to the number of municipalities qualifying for the aid. The 2013 estimated payment is \$1,140,600.

State Aid for Streets includes transportation aids, which are a distribution of fuel taxes from the state based on local transportation-related expenditures. This payment is impacted by the level of street maintenance and construction relative to the effort of other cities. The City’s allocation is expected to be \$2,486,300, an increase of 2.3% from 2012.

**State Aid for Police and Fire** includes a share of state tax levied against insurers providing coverage against fire loss, police training grants and a reimbursement for police and fire services provided to state facilities, such as UW-Eau Claire and other state buildings. The Fire Insurance Tax revenue estimate for 2013 is \$150,000. The Payment for Municipal Services is estimated at \$520,000 based on the reduction in this program by the Governor and the ratio of Eau Claire’s state facilities to those of other cities. The City is expected to receive the same reimbursement for municipal services as in 2012.

**Other Intergovernmental Revenues** consist primarily of the utility tax and the computer tax reimbursement. Utility tax aid of \$424,900 reimburses the City for services provided to utility facilities.

Computer taxes are a state reimbursement that offsets the effect of the State’s exemption of computers and other technology equipment from the personal property tax rolls. The 2013 payment is projected at \$220,000. Miscellaneous other state aids including police training and underground storage tank inspections are estimated at \$21,000.

## **City of Eau Claire 2013 Adopted Program of Services**

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### **LICENSES AND PERMITS**

**Television Franchise** fee compensates the City for the use of city streets, alleys and other public rights of way for the operation of a cable television system. The franchise fee is based on 5% of gross cable company revenues. The fee is due within 45 days following the end of each calendar quarter. The 2013 franchise payment is estimated at \$640,000.

**Other Revenues** in this classification include construction and building permits and cigarette, food, beverage and occupational licenses. In the budget process, increases will be considered for all licenses, fees and permits not otherwise limited by statute.

The total License and Permits fees are projected at \$1,550,300 in 2013.

### **FINES AND FORFEITS**

**Court Penalties and Costs** represent the City's portion of the fines collected by the County Court system, including traffic and other City ordinance violations. For 2013 the revenue is budgeted at \$350,000.

**Parking Violation** revenue is determined by the number of parking spaces available, enforcement effort and follow-up collection of each ticket issued. The 2013 revenue estimate is \$440,000.

### **CHARGES FOR SERVICES**

**Planning and Development Fees** include application fees and site plan review fees and are estimated at \$34,000.

**Weights and Measures Fees** recover the cost to the City of testing various scales and meters that measure consumer products and are estimated at \$19,700. The consumer protection testing is done by the State and billed to the City.

**Development Review Fees** recover the costs of engineering review for drainage issues. The revenue is estimated at \$2,000.

**Public Works Revenue** includes repairs to streets, sidewalks and signage, estimated at \$55,000.

**The Landfill Fee** is a surcharge payment by the landfill owners to the City, County and Town of Seymour as part of a negotiated agreement for the vertical expansion of the landfill. The 2013 estimated revenue is \$120,000.

**Recreational Charges** include pavilion rentals, use of the soccer fields, football and baseball stadiums, program fees, instructional fees, and dog park fees. Recreational charges are expected to total \$680,800 in 2013.

**Police Department Fees** include charges for pawnshops, excessive false alarms and the cost of copies. The estimated 2013 revenue is \$126,000.

**Ambulance and Fire Department Fees** are generated by emergency medical service provided by the Fire Department. Local and regional ambulance fees are expected to total \$2,320,000 in 2013. The department expects to receive \$164,200 from medical facilities for regional emergency response. The Fire Department also expects to receive \$20,000 as reimbursement for the cost of medical response supervision and \$2,100 for burning permits, oxygen tanks and other miscellaneous revenue.

### **CHARGES FOR SERVICES-INTERGOVERNMENTAL**

Communication Center reimbursements constitute 42% of the Charges for Services-Intergovernmental category. The Emergency Communication Center expenses are shared jointly with Eau Claire County which reimburses approximately 70% of the Center's costs through a long-term contract. The 2013 reimbursement is estimated at \$1,319,800.

**Ambulance Revenue – Towns** reflects the \$35,600 overhead fee paid by surrounding communities for regional EMS service.

**Fire Inspector Reimbursement** –The 2013 funding from Altoona has been eliminated. Altoona has indicated that it will no longer participate in the agreement for shared inspection services. The City has reduced the related expenditure, since it will not be performing fire inspections in Altoona.

**Police Liaison** charges of \$198,500 are reimbursements from the Eau Claire Area School District for half of the cost of assigning four police officers to the schools.

## **City of Eau Claire 2013 Adopted Program of Services**

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### **CHARGES FOR SERVICES-INTERGOVERNMENTAL (Continued)**

**Utility Service Charges** are revenues paid to the General Fund by enterprise funds for general management, financial, engineering and legal services. These fees total \$1,453,200 in 2013.

**Service Charges – Unfunded Pension** is a revenue account that offsets the allocation of the pension costs to the other funds.

### **MISCELLANEOUS**

**Interest on Investments** has been projected at \$335,000, reflecting the General Fund's share of the City's invested portfolio.

**Interest on Advances to Other Funds** results from loans by the General Fund to Water and Sewer Utilities and other funds, which have been made in lieu of borrowing for capital projects. Interest rates were set at prevailing municipal rates. The 2013 interest is budgeted at \$287,900.

**Interest on Special Assessments** is received from assessments levied for street improvements.

**Rental Income** is received from property leased to cellular phone companies. Revenue is projected at \$53,100 per year.

**Build America Bonds Rebate** – This revenue is a federal rebate that offsets the interest due on the 2009 and 2010 taxable general obligation bond issues.

### **OTHER FINANCING SOURCES**

**Other Financing Sources** consists of transfers from other funds. The transfers include a \$40,000 transfer from the Community Enhancement fund for special community promotions and \$75,000 for maintenance of Phoenix Park. The Sewer Utility contributed \$33,700 in 2012 to the General Fund as a return on the City's investment in the Sewer Utility. This is the last year of the repayment schedule.



## City of Eau Claire 2013 Adopted Program of Services

### City Council

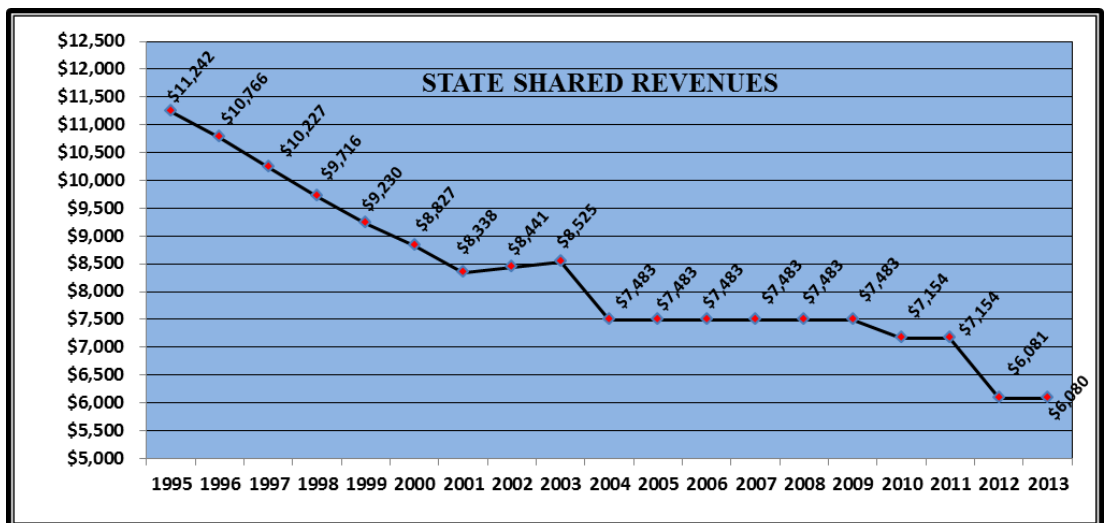
The City is governed by an elected part-time City Council consisting of a Council President elected at large, five Council Members elected at large and five Council Members elected from separate districts. All legislative power is vested in the City Council which has the responsibility to determine community needs, establish priorities, set policies, adopt an annual budget and appoint a full-time City Manager to serve as chief executive officer responsible for city operations. The Council also makes appointments to the citizen advisory boards, commissions and committees. The City Council holds public hearings at 7:00 pm on the Monday night prior to the Legislative Sessions held at 4:00 pm 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 2012-2014 Strategic Priorities:

- Service Delivery
- Quality of Place
- Economic Vitality
- Fiscal Stability
- Workforce Development
- Community Engagement





## City of Eau Claire 2013 Adopted Program of Services

### *City Council Overview of Revenues & Expenditures*

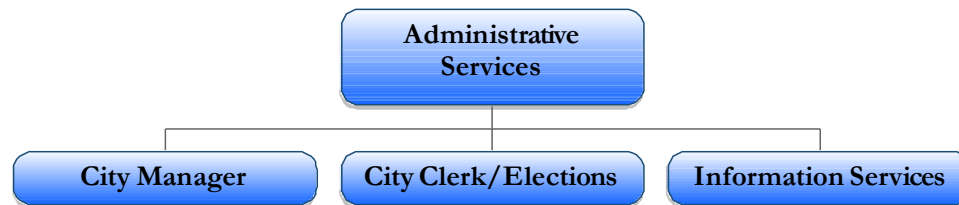
|                           | <u>2011<br/>Actual</u> | <u>2012<br/>Adopted<br/>Budget</u> | <u>2013<br/>Adopted<br/>Budget</u> | <u>%<br/>Change</u> |
|---------------------------|------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>           |                        |                                    |                                    |                     |
| Gen. Purpose (tax) Rev.   | \$ 112,851             | \$ 128,400                         | \$ 129,600                         | 1%                  |
| <b>Total Revenues</b>     | <u>\$ 112,851</u>      | <u>\$ 128,400</u>                  | <u>\$ 129,600</u>                  | <b>1%</b>           |
| <b>Expenditures</b>       |                        |                                    |                                    |                     |
| Personnel Services        | \$ 42,090              | \$ 43,000                          | \$ 43,000                          | 0%                  |
| Contractual Services      | 69,745                 | 83,700                             | 84,900                             | 1%                  |
| Utilities                 | 195                    | 100                                | 100                                | 0%                  |
| Fixed Charges             | 400                    | 400                                | 400                                | 0%                  |
| Materials & Supplies      | 421                    | 1,200                              | 1,200                              | 0%                  |
| <b>Total Expenditures</b> | <u>\$ 112,851</u>      | <u>\$ 128,400</u>                  | <u>\$ 129,600</u>                  | <b>1%</b>           |



## City of Eau Claire 2013 Adopted Program of Services

### 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 and Information Services.



### *Administrative Services Overview of Revenues & Expenditures*

|                           | 2011<br>Actual      | 2012<br>Adopted<br>Budget | 2013<br>Adopted<br>Budget | %<br>Change |
|---------------------------|---------------------|---------------------------|---------------------------|-------------|
| <b>Revenues</b>           |                     |                           |                           |             |
| Intragovernmental Service | \$ 54,957           | \$ 130,602                | \$ 130,869                | 0%          |
| Gen. Purpose (tax) Rev.   | 1,450,728           | 1,670,498                 | 1,455,631                 | -13%        |
| <b>Total Revenues</b>     | <b>\$ 1,505,685</b> | <b>\$ 1,801,100</b>       | <b>\$ 1,586,500</b>       | <b>-12%</b> |
| <b>Expenditures</b>       |                     |                           |                           |             |
| Personnel Services        | \$ 1,284,570        | \$ 1,510,700              | \$ 1,334,200              | -12%        |
| Contractual Services      | 176,992             | 248,200                   | 208,700                   | -16%        |
| Utilities                 | 5,310               | 4,300                     | 4,300                     | 0%          |
| Fixed Charges             | 3,300               | 3,300                     | 3,300                     | 0%          |
| Materials & Supplies      | 35,513              | 34,600                    | 36,000                    | 4%          |
| <b>Total Expenditures</b> | <b>\$ 1,505,685</b> | <b>\$ 1,801,100</b>       | <b>\$ 1,586,500</b>       | <b>-12%</b> |



## City of Eau Claire 2013 Adopted Program of Services

### *Administrative Services - City Manager Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 400,762        | \$ 350,300        | \$ 85,581                 | \$ 320,300         | \$ 382,700        |
| Contractual Services                                  | 15,875            | 79,700            | 11,260                    | 109,700            | 37,100            |
| Utilities   | 543               | 700               | 284                       | 700                | 700               |
| Fixed Charges   | 1,400             | 1,400             | 700                       | 1,400              | 1,400             |
| Materials & Supplies                                  | 9,367             | 11,800            | 3,128                     | 11,800             | 12,800            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 427,947</b> | <b>\$ 443,900</b> | <b>\$ 100,953</b>         | <b>\$ 443,900</b>  | <b>\$ 434,700</b> |

### *Administrative Services - City Clerk / Elections Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 239,748        | \$ 495,800        | \$ 310,180                | \$ 623,100         | \$ 289,400        |
| Contractual Services                                  | 28,580            | 45,700            | 60,937                    | 100,700            | 46,500            |
| Utilities   | 1,232             | 1,100             | 605                       | 1,100              | 1,100             |
| Materials & Supplies                                  | 19,948            | 10,200            | 15,441                    | 15,900             | 10,400            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 289,508</b> | <b>\$ 552,800</b> | <b>\$ 387,163</b>         | <b>\$ 740,800</b>  | <b>\$ 347,400</b> |

### *Administrative Services - Information Services Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 644,059        | \$ 664,600        | \$ 302,132                | \$ 664,600         | \$ 662,100        |
| Contractual Services                                  | 132,537           | 122,800           | 55,438                    | 122,800            | 125,100           |
| Utilities   | 3,535             | 2,500             | 1,560                     | 2,500              | 2,500             |
| Fixed Charges   | 1,900             | 1,900             | 950                       | 1,900              | 1,900             |
| Materials & Supplies                                  | 6,198             | 12,600            | 3,814                     | 12,600             | 12,800            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 788,229</b> | <b>\$ 804,400</b> | <b>\$ 363,894</b>         | <b>\$ 804,400</b>  | <b>\$ 804,400</b> |





## City of Eau Claire 2013 Adopted Program of Services

### City Manager's Office

The City Manager is appointed by the City Council and serves as the Chief Executive Officer performing highly responsible managerial and supervisory work in planning, organizing and directing the operations of the City of Eau Claire. The City Manager provides professional general management of the city operations to accomplish City Council policies and objectives and assure 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 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 the Fiscal Policy Advisory Committee.

#### Outputs

- Provide positive operational financial results on a long-term basis.
- Continued growth in the overall market value of the community.
- Maintain future staff per 1,000 population ratios equal or less than the 2007 ratio of 7.6 staff per 1,000 population.

| <b>City Manager<br/>Authorized Full-Time</b> | <b>FY 2011</b> | <b>FY 2012</b> | <b>FY 2013</b> |
|--|----------------|----------------|----------------|
| City Manager                                 | 1              | 1              | 1              |
| Executive Assistant                          | 1              | 1              | 1              |
| Administrative Secretary                     | 1              | 1              | 1              |
| Total FTE Positions                          | <u>3</u>       | <u>3</u>       | <u>3</u>       |



## City of Eau Claire 2013 Adopted Program of Services

### City Clerk/Elections

The City Clerk's office is responsible for the production of the bi-monthly City Council agenda packets and the writing 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

- Conduct six elections in 2012
  - February / Presidential Primary
  - April / Spring Local Elections
  - May / Recall Primary
  - June / Recall Election
  - August / Partisan Primary
  - November / Presidential Election
- Compiled City Council Agenda packets for each of the regular and special City Council meetings. Made information available in both paper and electronic formats.

#### City Clerk/Elections Authorized Full-Time

|                      | FY 2011 | FY 2012 | FY 2013 |
|----------------------|---------|---------|---------|
| City Clerk           | 1       | 1       | 1       |
| Elections Specialist | 1       | 1       | 1       |
| Total FTE Positions  | 2       | 2       | 2       |



## City of Eau Claire 2013 Adopted Program of Services

### Information Services

Information Services (IS) is a division under the direction of the City Manager’s Office and is responsible for the design and support of the city’s information technology systems, including both network and desktop computer operations. Information Services provides assistance to all city departments. The equipment listed to the left allows users to share information, communicate with the state and federal government and to perform their job functions.

#### Equipment

- \* 5 Virtual Hosts  
(used to host virtual servers)
- \* 45 Virtual Servers
- \* 15 Physical Servers
- \* 7 Storage Area Network Devices
- \* 181 Personal Computers
- \* 155 Laptops
- \* 1 IBM iSeries
- \* 40 Routers
- \* 105 Switches
- \* 87 Digital Cameras
- \* 6 Network Security Devices
- \* 250 VOIP Phones
- \* 199 Voice Mail Boxes
- \* City Centrex Lines 122
- \* 50 Call Handlers
- \* 155 Wireless Access Points

#### Objectives

- Provide Web page administration for the City of Eau Claire Internet and Intranet websites.
- Provide personal computer (PC) network support and direction to all city employees. Examples include: maintain network rights, security, login, backups, user training, etc. Implement solutions to networking needs such as cabling, switching, routing and file servers.
- Provide electronic evidence seizure assistance and digital forensics analysis.
- Provide assistance to departments in all areas of technology. Examples include document imaging, Intranet/Internet, e-mail, file/application storage and upgrades to all PC software/hardware and printers. Install, configure and test new computer hardware and software.
- Provide system administration support for Computer-Aided Mapping. This consists of aerial photos, city streets, utilities and legal land descriptions. The information is used for land use planning, zoning, development and street and utility maintenance.

#### Outputs

- Web page design and updates.
- 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.
- Desktop hardware installation and configuration.
- Technology project improvement management, systems research for Requests for Proposals, and grant application and management.
- Support over 522 network, 454 email users and 450 city employee Internet users.
- Seven miles of network cable to connect PCs to the network inside city buildings.
- Buildings are connected by five miles of T-1 and wireless network connections.
- Support over 40 miles of fiber network infrastructure.
- Audio Visual Equipment Resource Management and support.
- Support wireless access for city users at city facilities.

#### Information Services Authorized Full-Time

|                                     | FY 2011 | FY 2012 | FY 2013 |
|-------------------------------------|---------|---------|---------|
| Information Services Manager        | 1       | 1       | 1       |
| Information Services Technician III | 5       | 5       | 5       |
| Computer Support Supervisor         | 1       | 1       | 1       |
| Total FTE Positions                 | 7       | 7       | 7       |



## City of Eau Claire 2013 Adopted Program of Services

### City Attorney's Office

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

#### Objectives

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

#### Outputs

- Provided legal opinions and direction related to recent state legislative actions as those acts directly impact municipal law and city operations.
- Represented the City as labor negotiator and legal counsel on grievance, arbitration and civil litigation matters, as well as general legal support to Human Resources on the wide variety of employment and personnel related issues.
- Provided legal training to Eau Claire Police Department law enforcement officers, legal opinions and counsel on specific cases, assistance in complex Public Record Law requests and served on the Criminal Justice Collaborating Council.
- Trained public record custodians, public officials, boards and commissions and administrative staff on Open Meeting and Public Records Law issues, and attended meetings to discuss these and related issues with public officials and staff.
- Negotiated and drafted the real estate and development proposals central to the Redevelopment Authority's mission of blight removal and urban redevelopment to increase the tax base through infill and brownfield development, including the recently concluded agreement with Commonwealth Development.
- Represented the City or worked directly with special counsel on lawsuits brought against the City regarding excessive tax valuation, employment, labor, federal constitutional claims, condemnation and real estate matters.
- Assumed a lead role in the interpretation and implementation of the concealed carry law.
- Collaborated with Town officials and City Planning Department staff to negotiate and then draft a groundbreaking intergovernmental agreement. Provided legal opinion on zoning, subdivision, annexation, sign code and related land use and land development legal issues.
- Provided legal opinions and advice ranging from responses to phone calls, e-mails or walk-in questions to formal opinion memos to all city staff and council members to be proactive and meet legal standards prior to statutory violation or liability exposure that could result in operation delays, political embarrassment, or financial damages.
- Oversaw licensing functions, appeals and appeal procedures that are legally required to ensure that licensees meet minimum statutory requirements and city codes and policies.
- Prosecuted city ordinance and traffic citations and provided legal advice on their proper issuance to provide a safe, healthy and livable neighborhood within the City.

| City Attorney<br>Authorized Full-Time | FY 2011 | FY 2012 | FY 2013 |
|---------------------------------------|---------|---------|---------|
| City Attorney                         | 1.00    | 1.00    | 1.00    |
| Assistant City Attorney               | 2.00    | 2.00    | 2.00    |
| Legal Secretary                       | 0.75    | 0.75    | 0.75    |
| Total FTE Positions                   | 3.75    | 3.75    | 3.75    |



## City of Eau Claire 2013 Adopted Program of Services

### *City Attorney Overview of Revenues & Expenditures*

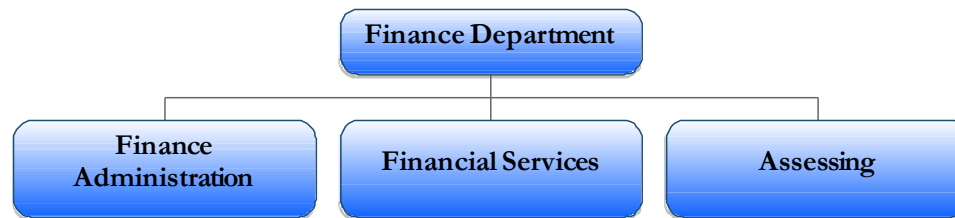
|                           | <u>2011<br/>Actual</u>   | <u>2012<br/>Adopted<br/>Budget</u> | <u>2013<br/>Adopted<br/>Budget</u> | <u>%<br/>Change</u> |
|---------------------------|--------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>           |                          |                                    |                                    |                     |
| Licenses & Permits        | \$ 160,090               | \$ 153,050                         | \$ 165,050                         | 8%                  |
| Fines & Forfeits          | 187,831                  | 195,250                            | 201,500                            | 3%                  |
| Intragovernmental Service | 37,979                   | 35,674                             | 37,152                             | 4%                  |
| Gen. Purpose (tax) Rev.   | 85,329                   | 82,126                             | 76,098                             | -7%                 |
| <b>Total Revenues</b>     | <b><u>\$ 471,229</u></b> | <b><u>\$ 466,100</u></b>           | <b><u>\$ 479,800</u></b>           | <b>3%</b>           |
| <b>Expenditures</b>       |                          |                                    |                                    |                     |
| Personnel Services        | \$ 430,193               | \$ 433,800                         | \$ 447,100                         | 3%                  |
| Contractual Services      | 19,137                   | 15,900                             | 16,100                             | 1%                  |
| Utilities                 | 817                      | 600                                | 600                                | 0%                  |
| Fixed Charges             | 1,400                    | 1,400                              | 1,400                              | 0%                  |
| Materials & Supplies      | 19,682                   | 14,400                             | 14,600                             | 1%                  |
| <b>Total Expenditures</b> | <b><u>\$ 471,229</u></b> | <b><u>\$ 466,100</u></b>           | <b><u>\$ 479,800</u></b>           | <b>3%</b>           |



## City of Eau Claire 2013 Adopted Program of Services

### 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, Financial Services and Assessing.



### *Finance Overview of Revenues & Expenditures*

|                           | <u>2011<br/>Actual</u>     | <u>2012<br/>Adopted<br/>Budget</u> | <u>2013<br/>Adopted<br/>Budget</u> | <u>%<br/>Change</u> |
|---------------------------|----------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>           |                            |                                    |                                    |                     |
| Licenses & Permits        | \$ 164,906                 | \$ 157,850                         | \$ 169,850                         | 8%                  |
| Intragovernmental Service | 560,113                    | 589,973                            | 616,366                            | 4%                  |
| Miscellaneous             | 86,799                     | 12,000                             | 12,000                             | 0%                  |
| Gen. Purpose (tax) Rev.   | 1,288,012                  | 1,427,777                          | 1,497,484                          | 5%                  |
| <b>Total Revenues</b>     | <b><u>\$ 2,099,830</u></b> | <b><u>\$ 2,187,600</u></b>         | <b><u>\$ 2,295,700</u></b>         | <b>5%</b>           |
| <b>Expenditures</b>       |                            |                                    |                                    |                     |
| Personnel Services        | \$ 1,783,118               | \$ 1,887,900                       | \$ 1,957,300                       | 4%                  |
| Contractual Services      | 264,983                    | 251,800                            | 285,600                            | 13%                 |
| Utilities                 | 5,918                      | 4,200                              | 5,500                              | 31%                 |
| Fixed Charges             | 13,400                     | 13,400                             | 13,400                             | 0%                  |
| Materials & Supplies      | 32,411                     | 30,300                             | 33,900                             | 12%                 |
| <b>Total Expenditures</b> | <b><u>\$ 2,099,830</u></b> | <b><u>\$ 2,187,600</u></b>         | <b><u>\$ 2,295,700</u></b>         | <b>5%</b>           |



## City of Eau Claire 2013 Adopted Program of Services

### *Finance Department - Finance Administration Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 331,334        | \$ 318,000        | \$ 146,112                | \$ 318,000         | \$ 331,900        |
| Contractual Services                                  | 43,310            | 11,500            | 5,300                     | 11,500             | 11,600            |
| Utilities   | 602               | 600               | 228                       | 600                | 600               |
| Fixed Charges   | 1,000             | 1,000             | 500                       | 1,000              | 1,000             |
| Materials & Supplies                                  | 7,639             | 6,500             | 4,165                     | 8,600              | 6,600             |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 383,885</b> | <b>\$ 337,600</b> | <b>\$ 156,305</b>         | <b>\$ 339,700</b>  | <b>\$ 351,700</b> |

### *Finance Department - Financial Services Expenditure Summary*

|   | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                     |                     |                           |                     |                     |
| Personnel Services                                    | \$ 1,026,536        | \$ 1,122,100        | \$ 464,890                | \$ 1,111,600        | \$ 1,168,200        |
| Contractual Services                                  | 184,995             | 195,900             | 137,664                   | 195,900             | 222,500             |
| Utilities   | 4,229               | 2,600               | 1,667                     | 2,600               | 3,900               |
| Fixed Charges   | 4,600               | 4,600               | 2,300                     | 4,600               | 4,600               |
| Materials & Supplies                                  | 16,810              | 14,800              | 15,553                    | 23,200              | 15,000              |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 1,237,170</b> | <b>\$ 1,340,000</b> | <b>\$ 622,074</b>         | <b>\$ 1,337,900</b> | <b>\$ 1,414,200</b> |

### *Finance Department - Assessing Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 425,247        | \$ 447,800        | \$ 195,735                | \$ 447,800         | \$ 457,200        |
| Contractual Services                                  | 36,679            | 44,400            | 5,651                     | 44,400             | 51,500            |
| Utilities   | 1,087             | 1,000             | 421                       | 1,000              | 1,000             |
| Fixed Charges   | 7,800             | 7,800             | 3,900                     | 7,800              | 7,800             |
| Materials & Supplies                                  | 7,962             | 9,000             | 2,694                     | 9,000              | 12,300            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 478,775</b> | <b>\$ 510,000</b> | <b>\$ 208,401</b>         | <b>\$ 510,000</b>  | <b>\$ 529,800</b> |





## City of Eau Claire 2013 Adopted Program of Services

### Finance: Administration

#### Activities

- \* City Budget
- \* Capital Improvement Program
- \* Debt Issues
- \* TIF Districts
- \* Property Acquisitions
- \* Review and Approve Contracts and Leases

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 and Financial Services 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.
- Porsnickety grant and contract review.



#### Outputs

- \* Coordinate Bond Issues
  - Prepared balanced operations and capital budgets under 7 years of levy limits.
- \* Administer Financial Policy
  - Achieved the Government Finance Officers' Association's annual award for Excellence in Financial Reporting for 27 years.
- \* Maintain Internal Control System
  - Mitigated the city's general obligation debt burden with auxiliary payment sources including special assessments, storm water fees and TIF increments.
- \* Financial Advisor for the City
  - Maintained a Standard and Poor's bond rating of "AA+" and received a rating of "Aa1" from Moody's new rating system.
  - Reviewed the terms and conditions of dozens of grants and contract agreements.

#### Finance Administration Authorized Full-Time

|                                    | FY 2011  | FY 2012  | FY 2013  |
|------------------------------------|----------|----------|----------|
| Director of Finance                | 1        | 1        | 1        |
| Accountant I                       | 1        | 0        | 0        |
| Accountant Analyst                 | 0        | 1        | 1        |
| Account Clerk II/Finance Secretary | 1        | 1        | 1        |
| <b>Total FTE Positions</b>         | <b>3</b> | <b>3</b> | <b>3</b> |



## City of Eau Claire 2013 Adopted Program of Services

### Finance: Financial Services

**Activities** Financial Services provides a variety of accounting and other financial services for public use and for other city departments including preparation and distribution of the annual financial audit, operating budgets and other financial reports.

\* Payroll

\* Accounts Payable

\* Accounts Receivable

\* Debt Management

\* Monitor Loan Programs

\* Process Loans

\* Cash & Investment Management

\* Utility Billing

\* Financial Reporting

\* Treasury Services

\* Budget Management

\* Fixed Assets

\* Grant Reporting

\* Special Assessment Administration

\* Property Tax Preparation, Settlement & Reporting

\* Business Licensing

\* Pet Licensing

\* Travel Policy Administration

#### Objectives

- Provide accurate, timely accounting information that complies with 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.

#### Outputs

- Managed investments in accordance with the city's Investment Policy.
- Published the Comprehensive Annual Financial Report after review by an independent CPA firm.
- Administered long-term debt obligations of the City totaling over \$99 million.
- Calculated and prepared data to process 25,000 tax bills totaling over \$94 million.
- Processed approximately 25,000 payroll payments totaling over \$52 million.
- Processed approximately 108,000 utility bills totaling \$18 million.
- Issued approximately 170 accounts payable checks weekly, averaging \$1.7 million per week.
- Received over 140,000 payments for utility bills, licenses, permits and other city revenue sources.
- Managed the city's financial system utilizing over 9,000 accounts to track and record all financial transactions.

#### Accounting Services Authorized Full-Time

|                                     | FY 2011  | FY 2012  | FY 2013  |
|-------------------------------------|----------|----------|----------|
| Accounting Supervisor               | 1        | 1        | 1        |
| Senior Accountant                   | 1        | 1        | 1        |
| Accountant I                        | 2        | 3        | 3        |
| Account Clerk II/Payroll Specialist | 1        | 1        | 1        |
| Accounting Technician               | 3        | 2        | 2        |
| <b>Total FTE Positions</b>          | <b>8</b> | <b>8</b> | <b>8</b> |

#### Customer Services Authorized Full-Time

|                               | FY 2011  | FY 2012  | FY 2013  |
|-------------------------------|----------|----------|----------|
| Financial Services Manager    | 1        | 1        | 1        |
| Financial Services Supervisor | 1        | 1        | 1        |
| Accountant I                  | 1        | 0        | 0        |
| Account Clerk II              | 2        | 2        | 2        |
| Accounting Technician         | 1        | 2        | 2        |
| Account Clerk I               | 3        | 3        | 3        |
| <b>Total FTE Positions</b>    | <b>9</b> | <b>9</b> | <b>9</b> |



## City of Eau Claire 2013 Adopted Program of Services

### 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.

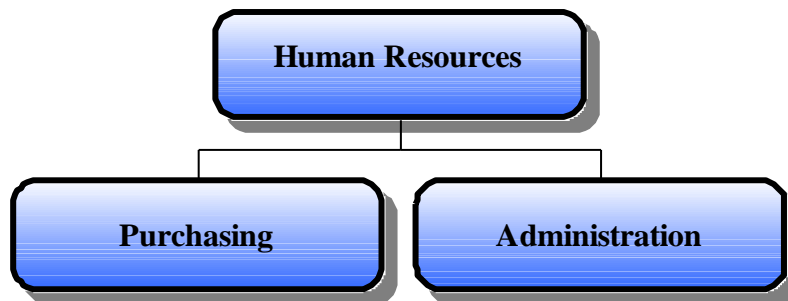
| <b>Assessing<br/>Authorized Full-Time</b> | <b>FY 2011</b> | <b>FY 2012</b> | <b>FY 2013</b> |
|---|----------------|----------------|----------------|
| City Assessor                             | 1              | 1              | 1              |
| Property Assessor II                      | 3              | 3              | 3              |
| Property Assessment Aide                  | 1              | 1              | 1              |
| Total FTE Positions                       | 5              | 5              | 5              |



## City of Eau Claire 2013 Adopted Program of Services

### Human Resources: Overview

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



### *Human Resources / Purchasing Overview of Revenues & Expenditures*

|                           | <u>2011<br/>Actual</u>   | <u>2012<br/>Adopted<br/>Budget</u> | <u>2013<br/>Adopted<br/>Budget</u> | <u>%<br/>Change</u> |
|---------------------------|--------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>           |                          |                                    |                                    |                     |
| Intragovernmental Service | \$ 68,511                | \$ 68,776                          | \$ 71,948                          | 5%                  |
| Gen. Purpose (tax) Rev.   | 713,479                  | 791,124                            | 830,952                            | 5%                  |
| <b>Total Revenues</b>     | <b><u>\$ 781,990</u></b> | <b><u>\$ 859,900</u></b>           | <b><u>\$ 902,900</u></b>           | <b>5%</b>           |
| <b>Expenditures</b>       |                          |                                    |                                    |                     |
| Personnel Services        | \$ 589,040               | \$ 622,400                         | \$ 653,400                         | 5%                  |
| Contractual Services      | 176,954                  | 214,700                            | 226,500                            | 5%                  |
| Utilities                 | 1,598                    | 2,800                              | 2,800                              | 0%                  |
| Fixed Charges             | 2,200                    | 2,200                              | 2,200                              | 0%                  |
| Materials & Supplies      | 12,198                   | 17,800                             | 18,000                             | 1%                  |
| <b>Total Expenditures</b> | <b><u>\$ 781,990</u></b> | <b><u>\$ 859,900</u></b>           | <b><u>\$ 902,900</u></b>           | <b>5%</b>           |



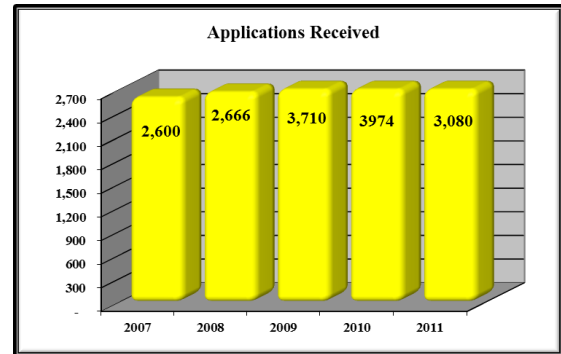
## City of Eau Claire 2013 Adopted Program of Services

### Human Resources: Administration

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

#### Objectives:

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



#### Output:

- Received and processed 3,080 employment applications.
- Filled 28 permanent full-time positions and several hundred part-time positions.
- Administered numerous training programs to improve employee knowledge and skills.
- Managed a wellness program to improve the health and well-being of employees and retirees.
- Created cost-saving incentives to reduce the cost of health insurance to both the City and employees.

#### Human Resources Authorized Full-Time

|                             | FY 2011  | FY 2012  | FY 2013  |
|-----------------------------|----------|----------|----------|
| Director of Human Resources | 1        | 1        | 1        |
| Human Resources Manager     | 1        | 1        | 1        |
| Personnel Technician        | 1        | 1        | 1        |
| Benefits Specialist         | 1        | 1        | 1        |
| Human Resources Secretary   | 1        | 1        | 1        |
| <b>Total FTE Positions</b>  | <b>5</b> | <b>5</b> | <b>5</b> |



## City of Eau Claire 2013 Adopted Program of Services

### Human Resources: Purchasing

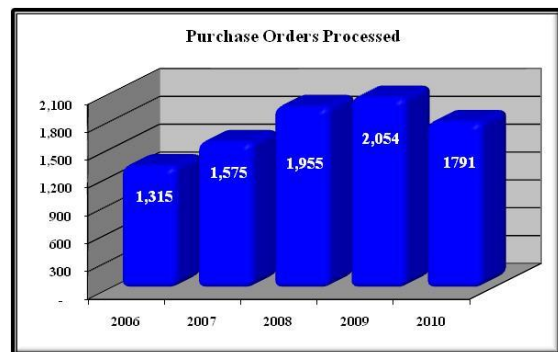
The Purchasing division of Human Resources oversees the procurement process for all departments within the City of Eau Claire.

#### Objectives

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

#### Output

- 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

Buyer  
Purchasing Technician

Total FTE Positions

|                            | FY 2010  | FY 2011  | FY 2012  |
|----------------------------|----------|----------|----------|
| Buyer                      | 1        | 1        | 1        |
| Purchasing Technician      | 1        | 1        | 1        |
| <b>Total FTE Positions</b> | <b>2</b> | <b>2</b> | <b>2</b> |



## City of Eau Claire 2013 Adopted Program of Services

### *Human Resources Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 421,999        | \$ 452,500        | \$ 205,437                | \$ 452,500         | \$ 477,600        |
| Contractual Services                                  | 121,631           | 157,100           | 64,656                    | 157,100            | 167,700           |
| Utilities   | 1,012             | 1,600             | 437                       | 1,600              | 1,600             |
| Fixed Charges   | 1,400             | 1,400             | 700                       | 1,400              | 1,400             |
| Materials & Supplies                                  | 7,932             | 9,400             | 3,060                     | 9,400              | 9,500             |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 553,974</b> | <b>\$ 622,000</b> | <b>\$ 274,290</b>         | <b>\$ 622,000</b>  | <b>\$ 657,800</b> |

### *Purchasing Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 167,041        | \$ 169,900        | \$ 78,811                 | \$ 169,900         | \$ 175,800        |
| Contractual Services                                  | 55,324            | 57,600            | 20,114                    | 57,600             | 58,800            |
| Utilities   | 586               | 1,200             | 239                       | 1,200              | 1,200             |
| Fixed Charges   | 800               | 800               | 400                       | 800                | 800               |
| Materials & Supplies                                  | 4,265             | 8,400             | 759                       | 8,400              | 8,500             |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 228,016</b> | <b>\$ 237,900</b> | <b>\$ 100,323</b>         | <b>\$ 237,900</b>  | <b>\$ 245,100</b> |



## City of Eau Claire 2013 Adopted Program of Services

### 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 Overview of Revenues & Expenditures*

|                                | <u>2011<br/>Actual</u>     | <u>2012<br/>Adopted<br/>Budget</u> | <u>2013<br/>Adopted<br/>Budget</u> | <u>%<br/>Change</u> |
|--------------------------------|----------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>                |                            |                                    |                                    |                     |
| Licenses & Permits             | \$ 485,217                 | \$ 547,200                         | \$ 563,400                         | 3%                  |
| Charges for Services           | 54,496                     | 54,200                             | 58,200                             | 7%                  |
| Gen. Purpose (tax) Rev.        | 620,702                    | 584,700                            | 586,900                            | 0%                  |
| <b>Total Revenues</b>          | <b><u>\$ 1,160,415</u></b> | <b><u>\$ 1,186,100</u></b>         | <b><u>\$ 1,208,500</u></b>         | <b>2%</b>           |
| <b>Expenditures</b>            |                            |                                    |                                    |                     |
| Personnel Services             | \$ 1,056,882               | \$ 1,071,600                       | \$ 1,114,300                       | 4%                  |
| Contractual Services           | 74,900                     | 51,000                             | 55,300                             | 8%                  |
| Utilities                      | 2,190                      | 4,200                              | 4,200                              | 0%                  |
| Fixed Charges                  | 12,500                     | 12,900                             | 12,900                             | 0%                  |
| Materials & Supplies           | 13,643                     | 21,400                             | 21,800                             | 2%                  |
| Contributions & Other Payments | 300                        | 25,000                             | -                                  | -100%               |
| <b>Total Expenditures</b>      | <b><u>\$ 1,160,415</u></b> | <b><u>\$ 1,186,100</u></b>         | <b><u>\$ 1,208,500</u></b>         | <b>2%</b>           |





## City of Eau Claire 2013 Adopted Program of Services

### *Planning Expenditure Summary*

|   | <b>2011<br/>Actual</b>   | <b>2012<br/>Adopted</b>  | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b>  |
|---|--------------------------|--------------------------|------------------------------------|----------------------------|--------------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                          |                          |                                    |                            |                          |
| Personnel Services                                    | \$ 532,589               | \$ 540,400               | \$ 246,677                         | \$ 540,400                 | \$ 552,400               |
| Contractual Services                                  | 48,414                   | 17,400                   | 5,523                              | 20,500                     | 17,700                   |
| Utilities   | 1,194                    | 1,400                    | 483                                | 1,400                      | 1,400                    |
| Fixed Charges   | 1,600                    | 1,600                    | 800                                | 1,600                      | 1,600                    |
| Materials & Supplies                                  | 10,951                   | 14,100                   | 5,083                              | 14,100                     | 14,400                   |
| Contributions & Other Payments                        | 300                      | 25,000                   | -                                  | 49,700                     | -                        |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b><u>\$ 595,048</u></b> | <b><u>\$ 599,900</u></b> | <b><u>\$ 258,566</u></b>           | <b><u>\$ 627,700</u></b>   | <b><u>\$ 587,500</u></b> |

### *Inspections Expenditure Summary*

|   | <b>2011<br/>Actual</b>   | <b>2012<br/>Adopted</b>  | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b>  |
|---|--------------------------|--------------------------|------------------------------------|----------------------------|--------------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                          |                          |                                    |                            |                          |
| Personnel Services                                    | \$ 524,294               | \$ 531,200               | \$ 245,786                         | \$ 531,200                 | \$ 561,900               |
| Contractual Services                                  | 26,486                   | 33,600                   | 25,190                             | 33,600                     | 37,600                   |
| Utilities   | 995                      | 2,800                    | 499                                | 2,800                      | 2,800                    |
| Fixed Charges   | 10,900                   | 11,300                   | 5,813                              | 11,300                     | 11,300                   |
| Materials & Supplies                                  | 2,693                    | 7,300                    | 3,331                              | 7,300                      | 7,400                    |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b><u>\$ 565,368</u></b> | <b><u>\$ 586,200</u></b> | <b><u>\$ 280,619</u></b>           | <b><u>\$ 586,200</u></b>   | <b><u>\$ 621,000</u></b> |



## City of Eau Claire 2013 Adopted Program of Services

### Development Services: Planning

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

#### Objectives

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

#### Outputs

- Provide development review assistance to developers, applicants and interested citizens.
- Provide written reviews to city boards and commissions on over 200 applications annually.
- Prepare ordinance revisions for development-related codes.
- Provide assistance and information to citizens concerning development proposals, protest petitions and community planning.
- Prepare the annual Development Map and Report and Permit and Fee Summary Report.
- Respond to citizen requests for information.
- Prepare and update community and neighborhood plans, including:

- |                              |                                       |
|------------------------------|---------------------------------------|
| Comprehensive Plan           | East Side Hill Neighborhood Plan      |
| Downtown Plan                | North Riverfronts Neighborhood Plan   |
| Parks & Waterways Plan       | Water Street Commercial District Plan |
| Carson Park Plan             | Historic Preservation Plan            |
| Third Ward Neighborhood Plan | 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

|                                   | FY 2011  | FY 2012  | FY 2013  |
|-----------------------------------|----------|----------|----------|
| Director of Community Development | 1        | 1        | 1        |
| Community Development Secretary   | 1        | 1        | 1        |
| Senior Planner                    | 1        | 1        | 1        |
| Project Coordinator               | 1        | 1        | 1        |
| Associate Planner                 | 1        | 1        | 1        |
| <b>Total FTE Positions</b>        | <b>5</b> | <b>5</b> | <b>5</b> |



## City of Eau Claire 2013 Adopted Program of Services

### Development Services: Inspections

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

#### Objectives

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

#### Outputs

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

#### Development Services- Inspections Authorized Full-Time

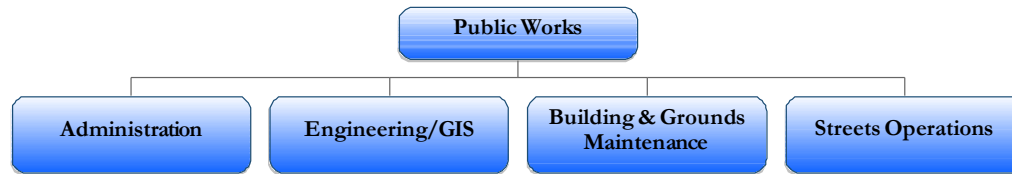
|  | FY 2011  | FY 2012  | FY 2013  |
|--|----------|----------|----------|
| Senior Building Official I                             | 1        | 1        | 1        |
| Plumbing Inspector I                                   | 1        | 0        | 0        |
| Commercial Plumbing and UDC Inspector I                | 0        | 1        | 1        |
| Electrical and Assistant Mechanical Inspector I        | 1        | 0        | 0        |
| Commercial Electrical and UDC Inspector I              | 0        | 1        | 1        |
| Building, Heating and Assistant Electrical Inspector I | 1        | 0        | 0        |
| Commercial Building and UDC Inspector I                | 0        | 1        | 1        |
| Heating, Plumbing and Assistant Building Inspector I   | 1        | 0        | 0        |
| Commercial HVAC, Plumbing and UDC Inspector            | 0        | 1        | 1        |
| Code Compliance Inspector                              | 1        | 1        | 1        |
| Inspections Technician                                 | 1        | 1        | 1        |
| <b>Total FTE Positions</b>                             | <b>7</b> | <b>7</b> | <b>7</b> |



## City of Eau Claire 2013 Adopted Program of Services

### Public Works: Overview

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



### Public Works Overview of Revenues & Expenditures

|                           | 2011<br>Actual      | 2012<br>Adopted<br>Budget | 2013<br>Adopted<br>Budget | %<br>Change |
|---------------------------|---------------------|---------------------------|---------------------------|-------------|
| <b>Revenues</b>           |                     |                           |                           |             |
| Storm Water Mgmt Chg.     | \$ 129,139          | \$ 123,970                | \$ 132,804                | 7%          |
| Sewer Service Chg.        | 169,346             | 163,410                   | 170,625                   | 4%          |
| Water Service Chg.        | 257,364             | 258,735                   | 270,391                   | 5%          |
| Transit Admin. Chg.       | 11,270              | 10,580                    | 10,165                    | -4%         |
| Other Service Chg.        | 128,189             | 102,880                   | 122,880                   | 19%         |
| Miscellaneous Chg.        | 186,956             | 175,500                   | 196,000                   | 12%         |
| Gen. Purpose (tax) Rev.   | 7,050,222           | 7,778,725                 | 7,844,935                 | 1%          |
| <b>Total Revenues</b>     | <b>\$ 7,932,486</b> | <b>\$ 8,613,800</b>       | <b>\$ 8,747,800</b>       | 2%          |
| <b>Expenditures</b>       |                     |                           |                           |             |
| Personnel Services        | \$ 4,588,589        | \$ 4,670,900              | \$ 4,821,600              | 3%          |
| Contractual Services      | 1,945,533           | 2,261,000                 | 2,336,300                 | 3%          |
| Utilities                 | 622,969             | 884,800                   | 775,900                   | -12%        |
| Fixed Charges             | 65,139              | 81,900                    | 81,300                    | -1%         |
| Materials & Supplies      | 710,256             | 715,200                   | 732,700                   | 2%          |
| <b>Total Expenditures</b> | <b>\$ 7,932,486</b> | <b>\$ 8,613,800</b>       | <b>\$ 8,747,800</b>       | 2%          |



## City of Eau Claire 2013 Adopted Program of Services

### *Public Works Administration Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 333,793        | \$ 344,600        | \$ 154,390                | \$ 344,600         | \$ 334,600        |
| Contractual Services                                  | 42,802            | 21,300            | 8,750                     | 21,300             | 21,600            |
| Utilities   | 1,494             | 2,100             | 638                       | 2,100              | 2,100             |
| Fixed Charges   | 1,100             | 1,100             | 550                       | 1,100              | 1,100             |
| Materials & Supplies                                  | 3,246             | 5,100             | 509                       | 5,100              | 5,200             |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 382,435</b> | <b>\$ 374,200</b> | <b>\$ 164,837</b>         | <b>\$ 374,200</b>  | <b>\$ 364,600</b> |

### *Building & Ground Maintenance Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 356,396        | \$ 374,500        | \$ 170,306                | \$ 374,500         | \$ 404,000        |
| Contractual Services                                  | 47,682            | 64,900            | 29,214                    | 65,400             | 78,800            |
| Utilities   | 102,113           | 173,300           | 46,381                    | 172,800            | 145,200           |
| Fixed Charges   | 41,100            | 41,100            | 20,550                    | 41,100             | 41,100            |
| Materials & Supplies                                  | 26,896            | 31,500            | 12,916                    | 31,500             | 26,000            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 574,187</b> | <b>\$ 685,300</b> | <b>\$ 279,367</b>         | <b>\$ 685,300</b>  | <b>\$ 695,100</b> |

### *Engineering / GIS Expenditure Summary*

|   | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                     |                     |                           |                     |                     |
| Personnel Services                                    | \$ 1,236,680        | \$ 1,298,400        | \$ 528,895                | \$ 1,298,400        | \$ 1,361,800        |
| Contractual Services                                  | 86,422              | 128,600             | 62,714                    | 128,600             | 125,700             |
| Utilities   | 3,618               | 4,200               | 1,475                     | 4,200               | 4,200               |
| Fixed Charges   | 19,400              | 19,400              | 9,700                     | 19,400              | 19,400              |
| Materials & Supplies                                  | 17,185              | 24,600              | 5,203                     | 24,600              | 24,400              |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 1,363,305</b> | <b>\$ 1,475,200</b> | <b>\$ 607,987</b>         | <b>\$ 1,475,200</b> | <b>\$ 1,535,500</b> |



## City of Eau Claire 2013 Adopted Program of Services

### *Street Operations Expenditure Summary*

|   | 2011<br>Actual             | 2012<br>Adopted            | 2012<br>6 Month<br>Actual  | 2012<br>Projection         | 2013<br>Adopted            |
|---|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                            |                            |                            |                            |                            |
| Personnel Services                                    | \$ 2,661,719               | \$ 2,653,400               | \$ 1,258,231               | \$ 2,653,400               | \$ 2,721,200               |
| Contractual Services                                  | 1,768,628                  | 2,046,200                  | 619,561                    | 2,049,400                  | 2,110,200                  |
| Utilities   | 515,744                    | 705,200                    | 285,468                    | 700,400                    | 624,400                    |
| Fixed Charges   | 3,539                      | 20,300                     | 14,194                     | 20,300                     | 19,700                     |
| Materials & Supplies                                  | 662,929                    | 654,000                    | 283,155                    | 655,600                    | 677,100                    |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b><u>\$ 5,612,559</u></b> | <b><u>\$ 6,079,100</u></b> | <b><u>\$ 2,460,609</u></b> | <b><u>\$ 6,079,100</u></b> | <b><u>\$ 6,152,600</u></b> |



## City of Eau Claire 2013 Adopted Program of Services

### Public Works: Administration

The purpose of the Administrative division is to provide administrative, budgetary, technical and supervisory support necessary to ensure effective levels of service in the seven operating divisions.

#### Objectives

- Provide administrative support, budgeting and general services to the entire Public Works Department at a cost of less than \$3,000 per employee.

#### Outputs

- Provided administrative assistance of \$2,375 per public works employee in 2011 and 2012.

#### Public Works - Administration Authorized Full-Time

Director of Public Works  
Public Works Secretary  
Public Works Analyst

Total FTE Positions

|                            | FY 2011  | FY 2012  | FY 2013  |
|----------------------------|----------|----------|----------|
| Director of Public Works   | 1        | 1        | 1        |
| Public Works Secretary     | 1        | 1        | 1        |
| Public Works Analyst       | 1        | 1        | 1        |
| <b>Total FTE Positions</b> | <b>3</b> | <b>3</b> | <b>3</b> |





## City of Eau Claire 2013 Adopted Program of Services

### Public Works: Engineering/GIS

The Engineering division is responsible for the design, survey, construction and inspection of municipal infrastructure facilities including streets, sanitary sewer, water, storm sewer, bridges and buildings as outlined in the Capital Improvement Program (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 19 emergency warning sirens are in good operating condition and ready for use, conduct monthly operating tests and complete repairs in a timely manner and maintain city compliance with the National Incident Management System (NIMS).

#### Outputs

- Completed engineering on 9 major projects with a construction cost of \$17.85 million in 2011.
- Engineering services delivered at 12% of the construction cost in 2011.
- Administered four new development agreements resulting in the construction of \$1 million of street and utility improvements constructed by private developers in 2011.
- Completed 46 sidewalk grade requests in 2011 (5-year average = 100).
- Provide Geographical Information Systems (GIS) information and mapping at a cost of less than \$10.00 per parcel.
- 100% functionality of the emergency warning sirens when tested on a monthly basis.
- Meet and exceed where possible, the NIMS Compliance Objectives.

#### Public Works - Engineering/GIS

##### Authorized Full-Time

|                                 | FY 2011 | FY 2012 | FY 2013 |
|---------------------------------|---------|---------|---------|
| Deputy City Engineer            | 2       | 2       | 2       |
| Transportation Engineer         | 1       | 1       | 1       |
| Project Engineer                | 1       | 1       | 2       |
| Senior Surveyor                 | 1       | 1       | 1       |
| Engineering Technician III      | 2       | 2       | 2       |
| Civil Engineer                  | 1       | 1       | 0       |
| Engineering Technician II       | 1       | 1       | 1       |
| Engineering Services Technician | 1       | 1       | 1       |
| Engineering Technician I        | 1       | 1       | 1       |
| Clerk III                       | 1       | 1       | 1       |
| Engineering Aide II             | 1       | 1       | 1       |
| <b>Total FTE Positions</b>      | 13      | 13      | 13      |





## City of Eau Claire 2013 Adopted Program of Services

### Public Works: Building & Grounds Maintenance

The Building and Grounds division maintains and operates the City Hall building at 203 S. Farwell Street with on-going cleaning, custodial services, utilities, security, repair and remodeling. The division personnel also provide custodial and grounds maintenance services for the L.E. Phillips Memorial Public Library located at 400 Eau Claire Street.

#### Objectives

- Provide efficient operation, maintenance and custodial services on 88,000 square feet of public building space.
- Pursue and implement programs to reduce energy consumption.
- Provide ground and building maintenance for the 56,880 square feet, 3-story public library building.

#### Outputs

- Operate and maintain city buildings in good physical condition at a cost less than \$10.00 per square foot. (\$6.53 in 2011)
- Provide custodial services to the public library at a cost of less than \$5.00 per square foot. (\$3.8 in 2011)

#### Public Works - Building & Grounds Authorized Full-Time

|                                    | FY 2011 | FY 2012 | FY 2013 |
|------------------------------------|---------|---------|---------|
| Building, Grounds, & Fleet Manager | 1       | 1       | 1       |
| Building Services Supervisor       | 1       | 1       | 1       |
| Custodian                          | 6       | 6       | 6       |
| Total FTE Positions                | 8       | 8       | 8       |



*City Hall is located at 203 South Farwell Street*



## City of Eau Claire 2013 Adopted Program of Services

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### Public Works: Streets Operations

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

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

#### Objectives – Street Maintenance

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

#### Outputs – Street Maintenance

- 96.3% of the streets were rated with a PCI above 25 in 2012.
- Prepared and seal coated 10.99 miles of streets in 2011.
- Crack sealed 509,292 lineal feet of cracks in 2011.

**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.

#### Outputs – Off Street Maintenance

- Weed removal notices sent to 405 properties with 62 being removed by city street crews in 2012.
- Sidewalk clearance notices sent to 365 properties with 80 being cleared by city street crews during the winter of 2011/2012.
- 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.



## City of Eau Claire 2013 Adopted Program of Services

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

### **Objectives – Street Cleaning**

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

### **Outputs – Street Cleaning**

- Removed and disposed of 10,714 cubic yards of debris from the streets & parking lots in 2011.
- Complete the spring sweeping and clean up no later than May 30<sup>th</sup>.
- Sweep all streets a minimum of 8 times during the calendar year.
- Sweep streets in the Half Moon Lake Watershed twice per month when not snow covered.

**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 255 miles of local residential streets after the accumulation of three inches or more of snow.
- Haul snow from downtown, Water Street, and selected locations as needed.

### **Outputs – Snow & Ice Control**

- Plow the Ice Control and Primary Plow Routes to full width curb-to-curb within four hours.
- Plow all city streets within 12 hours after snow has stopped falling.
- Conduct snow and ice control operations at an annual cost of less than \$25,000 per inch. (\$28,900 in 2011)

**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.
- Install and maintain the 5,917 regulatory signs, 3,995 street name signs and 1,280 warning signs.
- Maintain 75 miles of centerline and 397 intersections with crossing markings.



## City of Eau Claire 2013 Adopted Program of Services

**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 2,107 city-owned streetlights.
- Administer the installation, operation and maintenance of 3,178 streetlights leased from Xcel Energy.

### Public Works - Street Maint Operations Authorized Full-Time

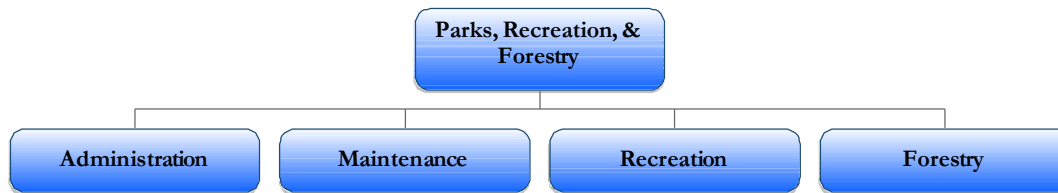
|                                       | FY 2011 | FY 2012 | FY 2013 |
|---------------------------------------|---------|---------|---------|
| Street Maintenance Manager            | 1       | 1       | 1       |
| Supervisor                            | 3       | 3       | 3       |
| Clerk III                             | 1       | 1       | 1       |
| Electrician/Traffic Signal Technician | 1       | 1       | 1       |
| Skilled Worker II                     | 1       | 1       | 1       |
| Heavy Equipment Operator              | 12      | 12      | 12      |
| Skilled Worker I                      | 2       | 2       | 2       |
| Skilled Worker/Sign Shop              | 2       | 2       | 2       |
| Skilled Worker/Sign Shop Painter      | 1       | 1       | 1       |
| Tandem Operator                       | 4       | 4       | 4       |
| Light Equipment Operator              | 8       | 8       | 8       |
| Total FTE Positions                   | 36      | 36      | 36      |



## City of Eau Claire 2013 Adopted Program of Services

### Parks, Recreation & Forestry: Overview

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



### *Parks, Recreation & Forestry Overview of Revenues & Expenditures*

|                                | <u>2011<br/>Actual</u>     | <u>2012<br/>Adopted<br/>Budget</u> | <u>2013<br/>Adopted<br/>Budget</u> | <u>%<br/>Change</u> |
|--------------------------------|----------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>                |                            |                                    |                                    |                     |
| Charges for Services:          |                            |                                    |                                    |                     |
| Pool Admission Fees            | \$ 1,574                   | \$ 3,000                           | \$ 3,000                           | 0%                  |
| Instructional Fees             | 330,590                    | 357,300                            | 345,000                            | -3%                 |
| Park Reimbursements            | 61,313                     | 45,000                             | 55,000                             | 22%                 |
| Stadium Rental                 | 64,845                     | 60,000                             | 65,000                             | 8%                  |
| WPRAs Ticket Sales             | 824                        | 800                                | 800                                | 0%                  |
| Other Recreation Fees          | 151,452                    | 185,900                            | 194,500                            | 5%                  |
| Miscellaneous Revenue          | 120,251                    | 116,500                            | 132,500                            | 14%                 |
| Gen. Purpose (tax) Rev.        | 3,817,891                  | 4,007,400                          | 4,158,000                          | 4%                  |
| <b>Total Revenues</b>          | <b><u>\$ 4,548,740</u></b> | <b><u>\$ 4,775,900</u></b>         | <b><u>\$ 4,953,800</u></b>         | <b>4%</b>           |
| <b>Expenditures</b>            |                            |                                    |                                    |                     |
| Personnel Services             | \$ 3,115,283               | \$ 3,215,500                       | \$ 3,355,600                       | 4%                  |
| Contractual Services           | 841,220                    | 917,000                            | 945,000                            | 3%                  |
| Utilities                      | 222,679                    | 240,600                            | 230,300                            | -4%                 |
| Fixed Charges                  | 55,094                     | 56,800                             | 56,800                             | 0%                  |
| Materials & Supplies           | 279,003                    | 313,900                            | 331,100                            | 5%                  |
| Contributions & Other Payments | 35,461                     | 32,100                             | 35,000                             | 9%                  |
| <b>Total Expenditures</b>      | <b><u>\$ 4,548,740</u></b> | <b><u>\$ 4,775,900</u></b>         | <b><u>\$ 4,953,800</u></b>         | <b>4%</b>           |



## City of Eau Claire 2013 Adopted Program of Services

### *Parks & Recreation & Forestry Administration Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 394,593        | \$ 402,100        | \$ 188,871                | \$ 402,100         | \$ 432,900        |
| Contractual Services                                  | 83,094            | 43,600            | 14,253                    | 43,600             | 49,400            |
| Utilities   | 1,712             | 2,000             | 691                       | 2,000              | 2,000             |
| Fixed Charges   | 1,000             | 1,000             | 500                       | 1,000              | 1,000             |
| Materials & Supplies                                  | 18,346            | 18,500            | 12,162                    | 18,500             | 15,700            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 498,745</b> | <b>\$ 467,200</b> | <b>\$ 216,477</b>         | <b>\$ 467,200</b>  | <b>\$ 501,000</b> |

### *Maintenance Expenditure Summary*

|   | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                     |                     |                           |                     |                     |
| Personnel Services                                    | \$ 1,924,527        | \$ 1,879,600        | \$ 884,767                | \$ 1,879,600        | \$ 1,968,800        |
| Contractual Services                                  | 495,878             | 517,200             | 254,111                   | 518,200             | 544,000             |
| Utilities   | 219,477             | 237,400             | 76,758                    | 237,400             | 226,300             |
| Fixed Charges   | 32,783              | 34,500              | 14,869                    | 34,500              | 34,500              |
| Materials & Supplies                                  | 139,736             | 150,000             | 90,961                    | 149,000             | 163,300             |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 2,812,401</b> | <b>\$ 2,818,700</b> | <b>\$ 1,321,466</b>       | <b>\$ 2,818,700</b> | <b>\$ 2,936,900</b> |

### *Recreation Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 436,376        | \$ 541,500        | \$ 189,407                | \$ 541,500         | \$ 547,300        |
| Contractual Services                                  | 126,110           | 202,100           | 89,498                    | 202,100            | 187,900           |
| Utilities   | 1,025             | 400               | 485                       | 400                | 1,200             |
| Fixed Charges   | 14,211            | 14,200            | 7,143                     | 14,200             | 14,200            |
| Materials & Supplies                                  | 110,143           | 135,700           | 57,004                    | 135,700            | 136,200           |
| Contributions & Other Payments                        | 35,461            | 32,100            | 4,959                     | 32,100             | 35,000            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 723,326</b> | <b>\$ 926,000</b> | <b>\$ 348,496</b>         | <b>\$ 926,000</b>  | <b>\$ 921,800</b> |



## City of Eau Claire 2013 Adopted Program of Services

*Forestry*  
*Expenditure Summary*

|   | 2011<br>Actual           | 2012<br>Adopted          | 2012<br>6 Month<br>Actual | 2012<br>Projection       | 2013<br>Adopted          |
|---|--------------------------|--------------------------|---------------------------|--------------------------|--------------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                          |                          |                           |                          |                          |
| Personnel Services                                    | \$ 359,788               | \$ 392,300               | \$ 199,268                | \$ 392,300               | \$ 406,600               |
| Contractual Services                                  | 136,137                  | 154,100                  | 80,175                    | 151,600                  | 163,700                  |
| Utilities   | 465                      | 800                      | 228                       | 800                      | 800                      |
| Fixed Charges   | 7,100                    | 7,100                    | 3,550                     | 7,100                    | 7,100                    |
| Materials & Supplies                                  | 10,778                   | 9,700                    | 10,552                    | 12,200                   | 15,900                   |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b><u>\$ 514,268</u></b> | <b><u>\$ 564,000</u></b> | <b><u>\$ 293,773</u></b>  | <b><u>\$ 564,000</u></b> | <b><u>\$ 594,100</u></b> |



## City of Eau Claire 2013 Adopted Program of Services

### Parks, Recreation & Forestry: Administration

Administration supervises three divisions – Parks Maintenance, Recreation and Forestry/Cemeteries along with two enterprise funds – Hobbs Municipal Ice Center and Fairfax Municipal Pool, and supports all divisions within the department by assisting with program registration, pavilion reservations, park planning, park development, leases and special events.

Administration represents the department at City Council, Plan Commission and Waterways and Parks Commission meetings. Administration coordinates annual city-wide special events operated by outside agencies on city properties and lease arrangements with other outside groups that use city facilities for activities including the Eau Claire Area School District, University of Wisconsin – Eau Claire and dozens of non-profit organizations.

#### Objectives

- Provide supervision, planning, budgeting and general services to the Parks, Recreation and Forestry Department.
- Empower community members to improve the quality of their lives and remain independent and strong by participating in leisure activities.
- Contribute to a healthy community by providing activities and facilities that prevent obesity and inactivity.

#### Outputs

- Seek additional revenue via grants, sponsorships and partnerships.
- Provide assistance to community members desiring to utilize parks programs, services and facilities.
- Provide public access to the authoritative bodies such as the Waterways & Parks Commission, Plan Commission and City Council.
- Facilitate leases with over 40 outside agencies for the use of city facilities.
- Maintain department website for information and registration.
- Maintain a current five-year park master plan for the community.
- Work with Community Parks Association and the Visit Eau Claire Sports Commission to bring sports events such as National Collegiate Athletic Association softball, KUBB, softball and hockey tournaments to the City of Eau Claire.

#### Measurable Outcomes

- Obtained grant for Half Moon Lake herbicide and alum treatments.
- Conducted 11 Waterways & Parks Commission Meetings to gather public input and opinions.
- Renewed leases with 10 organizations that use city facilities.
- Provided assistance and oversight to over 150 annual special events and weddings in city parks and facilities.
- Scheduled 997 pavilion and neighborhood shelter rentals.
- Created a department annual report in 2011.
- Vacated 1300 First Street location and consolidated operations with Hobbs Municipal Ice Center.
- Obtained grant for Hobbs Arena Dehumidification project.

#### Parks, Recreation & Forestry - Admin. Authorized Full-Time

|                                | FY 2011 | FY 2012 | FY 2013 |
|--------------------------------|---------|---------|---------|
| Director of Parks & Recreation | 1       | 1       | 1       |
| Parks & Recreation Secretary   | 1       | 1       | 1       |
| Clerk III                      | 1       | 1       | 1       |
| Total FTE Positions            | 3       | 3       | 3       |





## City of Eau Claire 2013 Adopted Program of Services

### Parks, Recreation & Forestry: Maintenance

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

#### Objectives

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

#### Outputs

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

#### Parks, Recreation & Forestry - Maint. Authorized Full-Time

|   | FY 2011   | FY 2012   | FY 2013   |
|---|-----------|-----------|-----------|
| Supervisor                                  | 2         | 2         | 2         |
| Clerk III                                   | 1         | 1         | 1         |
| Construction Skilled Worker                 | 1         | 1         | 1         |
| Mechanical Skilled Worker II                | 2         | 2         | 2         |
| Skilled Worker - Pool Operator              | 1         | 1         | 1         |
| Heavy Equipment Operator                    | 1         | 1         | 1         |
| Skilled Worker I                            | 8         | 10        | 10        |
| Stores Clerk                                | 1         | 1         | 1         |
| Semi-Skilled Worker                         | 3         | 1         | 1         |
| Skilled Worker/Playground Safety Specialist | 1         | 1         | 1         |
| Landscape Technician                        | 1         | 1         | 1         |
| <b>Total FTE Positions</b>                  | <b>22</b> | <b>22</b> | <b>22</b> |

| Park Maintenance Service Activity                   |         |         |         |         |       |        |       |
|---|---------|---------|---------|---------|-------|--------|-------|
|   | 2011    | 2010    | 2009    | 2008    | 2007  | 2006   | 2005  |
| Park Acreage Maintained                             | 363.9   | 363.9   | 361.9   | 338.9   | 359.1 | 359.1  | 369.4 |
| Pavilion Rentals                                    | 997     | 934     | 916     | 821     | 940   | 857    | 764   |
| Carson Baseball Stadium Games Played                | 124     | 144     | 157     | 139     | 149   | 144    | 161   |
| Carson Football Stadium Hours Rented                | 867     | 762.5   | 746     | 727     | 644   | 632.75 | 558.5 |
| Soccer Park Hours Rented                            | 7,746   | 9,608   | 5,790   | 6,710   | 5,310 | -      | -     |
| Dog Park Daily Passes Sold                          | 449     | 1,178   | 990     | 752     | 1,190 | 1,135  | 666   |
| Dog Park Seasonal Passes Sold                       | 727     | 732     | 939     | 623     | 610   | 532    | 473   |
| Special Events                                      | 81      | 77      | 69      | 73      | 60    | 52     | 48    |
| Trail Usage (Began monitoring at Owen Park in 2008) | 125,665 | 130,457 | 150,111 | 122,483 | -     | -      | -     |
| Volunteers (Program started in 2007)                | 900     | 1,057   | 1,099   | 2,422   | 1,423 | -      | -     |
| Cross Country Ski Trails Maintained - Miles         | 5.7     | 5.7     | 5.7     | 5.7     | 5.7   | 5.7    | 5.7   |
| Outdoor Skating Rinks Maintained                    | 4       | 4       | 10      | 10      | 9     | 10     | 9     |
| Athletic Fields Prepped for Games                   | 2,479   | 2,731   | 2,211   | 824     | 666   | -      | -     |



## City of Eau Claire 2013 Adopted Program of Services

### Parks, Recreation & Forestry: Recreation

The Recreation division provides a full complement of recreation opportunities for community members of all ages. Program areas include aquatics, athletics, leisure activity instruction, supervised playgrounds and programs for special populations.

In addition the division operates Fairfax Municipal Pool, the Hobbs Municipal Ice Center 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 comprehensive variety of low-cost recreation activities to adults and children.
- Create a sense of community, enhance neighborhoods, strengthen families and promote healthy lifestyles.
- Coordinate the use of park facilities including pavilions, stadiums, athletic fields and neighborhood shelters.

#### Outputs

- 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.
- Operate a summer playground program and 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 the YMCA youth basketball program and officials training.
- 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.

#### Parks, Recreation & Forestry - Recreation Authorized Full-Time

|                              | FY 2011 | FY 2012 | FY 2013 |
|------------------------------|---------|---------|---------|
| Superintendent of Recreation | 1       | 1       | 1       |
| Program Supervisor           | 1       | 1       | 1       |
| Total FTE Positions          | 2       | 2       | 2       |

| Recreation Service Activity            |        |        |       |       |        |        |        |
|--|--------|--------|-------|-------|--------|--------|--------|
|  | 2011   | 2010   | 2009  | 2008  | 2007   | 2006   | 2005   |
| Aquatic Class Enrollment               | 2,936  | 3,239  | 3,553 | 3,352 | 3,276  | 3,220  | 3,097  |
| Adult Athletic Program Enrollment      | 2,200  | 2,193  | 1,940 | 2,265 | 1,997  | 2,365  | 2,654  |
| Youth Athletic Program Enrollment      | 1,652  | 1,604  | 1,795 | 1,544 | 1,673  | 1,430  | 1,343  |
| Adult Instructional Program Enrollment | 63     | 131    | 265   | 564   | 517    | 508    | 442    |
| Youth Instructional Program Enrollment | 1,629  | 1,609  | 1,949 | 2,314 | 1,581  | 1,472  | 1,425  |
| Softball Program Enrollment            | 1,348  | 1,293  | 1,557 | 2,024 | 1,901  | 1,863  | 2,039  |
| Special Population Program Enrollment  | 279    | 300    | 364   | 389   | 376    | 395    | 407    |
| Outdoor Skating Rinks Attendance       | 11,534 | 11,812 | 8,511 | 9,360 | 5,649  | 6,797  | 8,019  |
| Playground Program Attendance          | 4,450  | 4,741  | 6,549 | 9,148 | 10,368 | 11,625 | 13,063 |
| Discount Ticket Sales                  | 651    | 849    | 706   | 1,001 | 900    | -      | -      |



## City of Eau Claire 2013 Adopted Program of Services

### Parks, Recreation & Forestry: Forestry

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

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

#### Objectives

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

#### Outputs

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

#### Parks, Recreation & Forestry - Forestry Authorized Full-Time

|                                      | FY 2011 | FY 2012 | FY 2013 |
|--------------------------------------|---------|---------|---------|
| City Forestry/Cemetery/Parks Manager | 1       | 1       | 1       |
| Tree Trimmer II                      | 1       | 1       | 1       |
| Arborist I                           | 3       | 3       | 3       |
| Total FTE Positions                  | 5       | 5       | 5       |

| Forestry Service Activity    |       |       |       |       |       |
|------------------------------|-------|-------|-------|-------|-------|
|                              | 2011  | 2010  | 2009  | 2008  | 2007  |
| Memorial Trees Planted       | 1     | 2     | 3     | 7     | 6     |
| Tree/Stump Removals          | 300   | 167   | 229   | 186   | 216   |
| Merry Mulch                  | 3,600 | 4,875 | 5,100 | 4,200 | 4,600 |
| Dutch Elm Disease Prevention | 4     | 5     | 4     | 16    | 49    |
| Oak Wilt Management - Hours  | 60    | 52    | 64    | 86    | 160   |
| Storm Clean-up - Hours       | 277   | 273   | 55    | 137   | 416   |
| Trees Inventoried            | 531   | 640   | 3,450 | 958   | 2,800 |
| Trees Planted                | 531   | 927   | 649   | 683   | 713   |



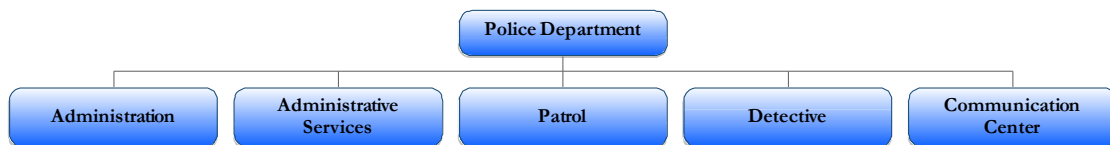
## City of Eau Claire 2013 Adopted Program of Services

### 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. The Police Department 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 32,000 calls for service annually, in addition to the 8,000 criminal arrests, 10,000 citations, 20,000 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 Reconstructionists, Less Lethal Force Instructors, Critical Incident Stress Debriefing Team members, Surveillance Technicians, Honor Guard members, Chaplain Services and K-9 services.



### *Police Department Overview of Revenues & Expenditures*

|                            | <u>2011<br/>Actual</u>      | <u>2012<br/>Adopted<br/>Budget</u> | <u>2013<br/>Adopted<br/>Budget</u> | <u>%<br/>Change</u> |
|----------------------------|-----------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>            |                             |                                    |                                    |                     |
| Intergovernmental:         |                             |                                    |                                    |                     |
| Federal Aid-Other          | \$ 88,602                   | \$ 194,800                         | \$ 170,600                         | -12%                |
| State Aid-Mun. Services    | 277,654                     | 246,600                            | 248,000                            | 1%                  |
| Comm. Center Reimburse.    | 1,253,864                   | 1,271,900                          | 1,319,800                          | 4%                  |
| Licenses & Permits         | 12,041                      | 12,000                             | 12,000                             | 0%                  |
| Fines & Forfeits:          |                             |                                    |                                    |                     |
| Court Penalties & Costs    | 227,028                     | 266,250                            | 262,500                            | -1%                 |
| Parking Violations         | 331,752                     | 307,500                            | 330,000                            | 7%                  |
| Charges for Services:      |                             |                                    |                                    |                     |
| Police Dept. Fees          | 105,157                     | 128,300                            | 126,000                            | -2%                 |
| Liaison Officer Reimburse. | 191,970                     | 190,000                            | 198,500                            | 4%                  |
| CDBG funding               | 24,255                      | -                                  | -                                  | N/A                 |
| Gen. Purpose (tax) Rev.    | 12,609,985                  | 12,911,650                         | 13,237,200                         | 3%                  |
| <b>Total Revenues</b>      | <b><u>\$ 15,122,308</u></b> | <b><u>\$ 15,529,000</u></b>        | <b><u>\$ 15,904,600</u></b>        | <b>2%</b>           |
| <b>Expenditures</b>        |                             |                                    |                                    |                     |
| Personnel Services         | \$ 12,991,936               | \$ 13,646,800                      | \$ 13,987,900                      | 2%                  |
| Contractual Services       | 1,749,089                   | 1,478,800                          | 1,514,700                          | 2%                  |
| Utilities                  | 72,832                      | 84,300                             | 83,000                             | -2%                 |
| Fixed Charges              | 144,400                     | 144,400                            | 144,400                            | 0%                  |
| Materials & Supplies       | 151,101                     | 174,700                            | 174,600                            | 0%                  |
| Capital Outlay             | 12,950                      | -                                  | -                                  | N/A                 |
| <b>Total Expenditures</b>  | <b><u>\$ 15,122,308</u></b> | <b><u>\$ 15,529,000</u></b>        | <b><u>\$ 15,904,600</u></b>        | <b>2%</b>           |



## City of Eau Claire 2013 Adopted Program of Services

### *Police Administration Expenditure Summary*

|   | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                     |                     |                           |                     |                     |
| Personnel Services                                    | \$ 643,233          | \$ 698,200          | \$ 333,786                | \$ 698,200          | \$ 731,300          |
| Contractual Services                                  | 552,245             | 383,000             | 197,097                   | 383,000             | 404,400             |
| Utilities   | 1,607               | 3,100               | 731                       | 3,100               | 1,900               |
| Fixed Charges   | 1,800               | 1,800               | 900                       | 1,800               | 1,800               |
| Materials & Supplies                                  | 9,711               | 12,800              | 9,228                     | 12,800              | 13,000              |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 1,208,596</b> | <b>\$ 1,098,900</b> | <b>\$ 541,742</b>         | <b>\$ 1,098,900</b> | <b>\$ 1,152,400</b> |

### *Administrative Services Expenditure Summary*

|   | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                     |                     |                           |                     |                     |
| Personnel Services                                    | \$ 1,297,280        | \$ 1,334,500        | \$ 602,821                | \$ 1,351,100        | \$ 1,367,900        |
| Contractual Services                                  | 73,289              | 75,500              | 37,599                    | 77,000              | 65,500              |
| Utilities   | 7,226               | 5,900               | 3,003                     | 5,900               | 5,100               |
| Fixed Charges   | 11,500              | 11,500              | 5,750                     | 11,500              | 11,500              |
| Materials & Supplies                                  | 39,631              | 52,700              | 36,896                    | 53,700              | 53,700              |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 1,428,926</b> | <b>\$ 1,480,100</b> | <b>\$ 686,069</b>         | <b>\$ 1,499,200</b> | <b>\$ 1,503,700</b> |

### *Patrol Expenditure Summary*

|   | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                     |                     |                           |                     |                     |
| Personnel Services                                    | \$ 7,358,917        | \$ 7,806,600        | \$ 3,394,535              | \$ 7,709,600        | \$ 7,934,500        |
| Contractual Services                                  | 821,970             | 724,300             | 331,514                   | 727,300             | 747,600             |
| Utilities   | 26,190              | 26,700              | 13,977                    | 26,700              | 27,200              |
| Fixed Charges   | 98,900              | 98,900              | 49,450                    | 98,900              | 98,900              |
| Materials & Supplies                                  | 74,860              | 72,200              | 68,347                    | 77,100              | 77,100              |
| Capital Purchases                                     | 12,950              | -                   | -                         | 13,100              | -                   |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 8,393,787</b> | <b>\$ 8,728,700</b> | <b>\$ 3,857,823</b>       | <b>\$ 8,652,700</b> | <b>\$ 8,885,300</b> |



## City of Eau Claire 2013 Adopted Program of Services

### *Detective Expenditure Summary*

|   | <b>2011<br/>Actual</b>     | <b>2012<br/>Adopted</b>    | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b>    |
|---|----------------------------|----------------------------|------------------------------------|----------------------------|----------------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                            |                            |                                    |                            |                            |
| Personnel Services                                    | \$ 2,052,397               | \$ 2,171,500               | \$ 1,042,552                       | \$ 2,171,500               | \$ 2,246,800               |
| Contractual Services                                  | 195,535                    | 174,700                    | 66,025                             | 174,700                    | 175,500                    |
| Utilities   | 5,855                      | \$ (5,400)                 | 2,861                              | 5,400                      | 5,500                      |
| Fixed Charges   | 27,500                     | 27,500                     | 13,750                             | 27,500                     | 27,500                     |
| Materials & Supplies                                  | 21,708                     | 28,400                     | 8,805                              | 28,400                     | 22,500                     |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b><u>\$ 2,302,995</u></b> | <b><u>\$ 2,407,500</u></b> | <b><u>\$ 1,133,993</u></b>         | <b><u>\$ 2,407,500</u></b> | <b><u>\$ 2,477,800</u></b> |

### *Communication Center Expenditure Summary*

|   | <b>2011<br/>Actual</b>     | <b>2012<br/>Adopted</b>    | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b>    |
|---|----------------------------|----------------------------|------------------------------------|----------------------------|----------------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                            |                            |                                    |                            |                            |
| Personnel Services                                    | \$ 1,640,109               | \$ 1,636,000               | \$ 733,269                         | \$ 1,636,000               | \$ 1,707,400               |
| Contractual Services                                  | 106,049                    | 121,300                    | 68,950                             | 121,300                    | 121,700                    |
| Utilities   | 31,954                     | 43,200                     | 14,781                             | 43,200                     | 43,300                     |
| Fixed Charges   | 4,700                      | 4,700                      | 2,350                              | 4,700                      | 4,700                      |
| Materials & Supplies                                  | 5,190                      | 8,600                      | 4,248                              | 8,600                      | 8,300                      |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b><u>\$ 1,788,002</u></b> | <b><u>\$ 1,813,800</u></b> | <b><u>\$ 823,598</u></b>           | <b><u>\$ 1,813,800</u></b> | <b><u>\$ 1,885,400</u></b> |



## City of Eau Claire 2013 Adopted Program of Services

### Police Dept: Administration/Admin Services

- Activities** The Administrative Services division includes the department's Records division (100,000 separate records maintained annually), the Court Services Officer, the Property/Evidence Section and the Special Services Bureau. The Director of Administration also prepares, manages and allocates the police department's \$15.4 million budget as well as the many grants that are allocated to the department for projects and/or personnel.
- \* Records
  - \* Property/Evidence
  - \* Court Services
  - \* Crime Analysis
    - Develop staff by providing leadership training and emergency management training.
    - Formulate a mission statement and identify core values for the department.
  - \* Training
    - Upgrade the department's screening process for new hires.
  - \* Safety Officer
    - Increase transparency of the Police Department with the public.
  - \* Youth Services
  - \* Community Relations
    - Provided leadership training to all supervisors as well as training on the incident command system.
    - A mission statement and core values were adopted and distributed to each member of the department.
    - Several new screening tools were implemented in the hiring process to include a personality inventory, psychological screening and polygraph examination.
    - Information has been placed on the website including policies, press releases, open cases, etc.
    - Citizens are able to file certain types of reports on-line.

**Police Department - Admin.  
Authorized Full-Time**

|                            | FY 2011  | FY 2012  | FY 2013  |
|----------------------------|----------|----------|----------|
| Police Chief               | 1        | 1        | 1        |
| Police Secretary           | 1        | 1        | 1        |
| <b>Total FTE Positions</b> | <b>2</b> | <b>2</b> | <b>2</b> |

**Police Department - Admin. Services  
Authorized Full-Time**

|                                   | FY 2011   | FY 2012   | FY 2013   |
|-----------------------------------|-----------|-----------|-----------|
| Lieutenant                        | 1         | 1         | 1         |
| Investigator-Special Services     | 2         | 2         | 2         |
| Investigator-Court Officer        | 1         | 1         | 1         |
| Administrative Division Manager   | 1         | 1         | 1         |
| Crime Analyst                     | 1         | 1         | 1         |
| Property and Evidence Technician  | 1         | 2         | 2         |
| Training Technician               | 1         | 1         | 1         |
| Records Bureau Technician         | 1         | 1         | 1         |
| Law Enforcement Support Assistant | 8         | 7         | 7         |
| <b>Total FTE Positions</b>        | <b>17</b> | <b>17</b> | <b>17</b> |



## City of Eau Claire 2013 Adopted Program of Services

### Police Dept: Patrol

- Activities**
- \* Patrol The Patrol division is responsible for providing day-to-day police services to the community. As the most visible local government agents, patrol officers are available 24 hours per day to respond to calls for service, provide information, investigate crimes, mediate disputes and engage in community problem-solving. The division is staffed using the traditional day, afternoon and midnight shifts, supplemented with two overlap shifts. The Special Operations Section (SOS) consists of one sergeant and up to six officers, as staffing permits. The SOS team works a flexible schedule and is focused on assisting in areas that have been identified as major problems in our community. The team, in recent years, has focused on alcohol disorder problems in our neighborhoods and has developed strong relationships with neighborhood associations, the West Central Drug Task Force and local probation/parole offices.
  - \* Midnight Shift
  - \* Day Shift
  - \* Day Overlap Shift
  - \* Afternoon Shift
  - \* Evening Overlap Shift The Community Service Officer (CSO) program was started in 1995 as part of a budget saving initiative. Prior to that time, four full-time civilian employees performed the duties of parking and animal control. Aside from one full time Senior CSO, CSOs are part-time employees with limited benefits. The department has a fixed budget for these positions and is authorized to hire up to 9 CSOs to cover the needed hours. When CSOs are not on duty, patrol officers still respond to animal and parking issues as needed. Other CSO duties include courier services, some traffic control, fingerprinting and photographing individuals for court, assisting the Property and Evidence Technician and verifying computer entries regarding stolen property.
  - \* Special Operations Section
  - \* Community Services Officers (CSO) The Police Department's K-9 program has been in existence since 1990. The dog functions as a dual-purpose patrol and drug detection dog. The K-9 unit consists of one police officer and one dog that provide service to area agencies upon request. The K-9 unit often works with the department's Tactical Response Team, Eau Claire County Sheriff's Department, West Central Drug Task Force, probation and parole department, and local school districts. The K-9 unit is also involved in community relations by providing presentations and demonstrations to various community groups throughout the year.
  - \* K-9 Officer

#### Objectives

- Improve the training program for new recruits.
- Provide training on problem-oriented policing to all officers.
- Develop a formal field-training program for newly promoted supervisors.
- Work with business and residential communities to identify and solve problems such as repeat calls for service.

#### Outputs

- Technology improvements decrease the workload in Records; however, our Property Room workload has increased. Resources were shifted by moving a Records employee into an additional position of Property Technician.
- Once fully implemented, Lexipol will provide consistent training on contemporary risk management issues. Policies will be updated in a timely fashion and will reflect relevant changes in state law and/or court decisions.
- A Crime Analyst was hired in 2008 and since that time has been an integral component of our crime prevention strategy.
- Implemented a geographic-based problem-solving policing approach.
- Partnered with business and neighborhoods to share responsibility for public safety issues.

#### Police Department - Patrol Authorized Full-Time

|                            | FY 2011   | FY 2012   | FY 2013   |
|----------------------------|-----------|-----------|-----------|
| Deputy Chief               | 1         | 1         | 1         |
| Lieutenant                 | 3         | 3         | 3         |
| Sergeant                   | 10        | 10        | 10        |
| Patrol Investigator        | 1         | 1         | 1         |
| Police Officer*            | 58        | 60        | 60        |
| Community Service Officer  | 1         | 1         | 1         |
| <b>Total FTE Positions</b> | <b>74</b> | <b>76</b> | <b>76</b> |

\*2 Police Officers added in 2012 are funded by the COPS Grant





## City of Eau Claire 2013 Adopted Program of Services

### Police Dept: Detective

- Activities**
- \* General Crime
- \* Sensitive Crime
- \* Financial Crime
- \* Police/School Liaison
- \* West Central Drug Task Force
- \* Polygraph
- \* Digital Forensics

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.

Detectives have limits on the number of cases that they can investigate because the volume of cases far outnumber the time that investigators can reasonably devote to investigations. Many investigations take several months and hundreds of hours of investigator time to resolve. Detective supervisors typically review approximately 14,000 cases during a year. Of those, 1,866 were assigned in 2011.

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. 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

- Maximize efforts to reduce drug trafficking/drug abuse.
- Expand our ability to utilize digital evidence for investigation and prosecution of crime in the Chippewa Valley.

#### Outputs

- Due to the tremendous need to reduce illegal drug abuse, the department has a significant presence in the West Central Wisconsin Drug Task Force. The Eau Claire Police Department now has one sergeant and two detectives assigned to the West Central Drug Task Force. This task force has also worked closely with the Drug Enforcement Agency and the Bureau of Alcohol, Firearms, Tobacco and Explosives on some recent investigations.
- The Police Department has entered into agreements with the Eau Claire County Sheriff's Department and the Altoona Police Department to share a facility and equipment for locating, identifying, and prosecuting child sexual predators and the proliferation of child pornography in the Chippewa Valley. This technology can also be used to identify and preserve digital evidence in any other type of criminal investigation.

#### Police Department - Detective Authorized Full-Time

|                            | FY 2011 | FY 2012 | FY 2013 |
|----------------------------|---------|---------|---------|
| Deputy Chief               | 1       | 1       | 1       |
| Lieutenant                 | 1       | 1       | 1       |
| Sergeant                   | 3       | 3       | 3       |
| Investigator               | 15      | 15      | 15      |
| <b>Total FTE Positions</b> | 20      | 20      | 20      |



# City of Eau Claire 2013 Adopted Program of Services

## Police Dept: Communication Center

### Activities

- \* Answered approximately 181,355 calls
- \* Tracked over 107,072 incidents
- \* Dispatch for 14 Police, Fire and Medical agencies in Eau Claire County

The Eau Claire Emergency Communication Center provides emergency communications for public safety agencies within the City and County of Eau Claire. These communications 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, with telecommunicators trained to handle a multitude of situations. Telecommunicators are not police officers, firefighters or paramedics, but are trained dispatch professionals. The Communication Center also maintains files on warrants, runaways and stolen property. The Communication Center has a backup center at Fire Station No. 9 located at 3611 Campus Drive, Eau Claire. It is funded by both the City of Eau Claire and Eau Claire County at a 30% to 70% ratio respectively.

### Objectives

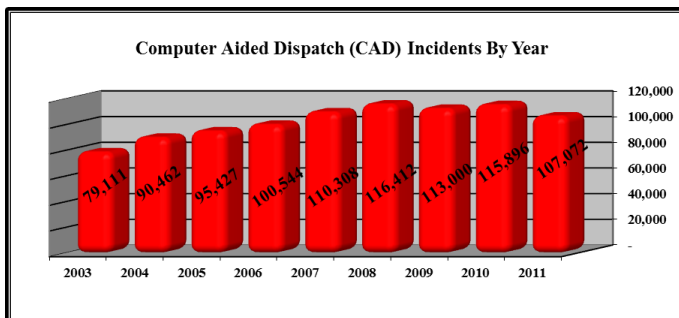
- Increase staffing to keep pace with demand for services in Eau Claire County.
- Increase minimum staffing levels to 4 on at all times.
- Provide ongoing training on a variety of topics.
- Research and implement IP based 9-1-1 technology.
- Refine and expand quality assurance.

### Outputs

- The City of Eau Claire adopted an increase of three telecommunicators. Two were added in 2008 and a third in 2009.
- Training was provided for the following automatic vehicle locator, mapping and Emergency Medical Dispatch (EMD). Telecommunicators were recertified in CPR and the TIME system, a database managed by the Wisconsin Department of Justice.
- Refined EMD quality assurance.

### Police Department - Communication Center Authorized Full-Time

|                                 | FY 2011 | FY 2012 | FY 2013 |
|---------------------------------|---------|---------|---------|
| Communication Center Manager    | 1       | 1       | 1       |
| Communication Center Supervisor | 3       | 3       | 3       |
| Telecommunicator I              | 18      | 18      | 18      |
| Total FTE Positions             | 22      | 22      | 22      |



|                     | 2008    | 2009    | 2010    | 2011    |
|---------------------|---------|---------|---------|---------|
| Land Line 911       | 20,542  | 17,186  | 17,151  | 16,707  |
| Cell 911            | 31,984  | 30,147  | 32,453  | 23,735  |
| 7 Digit Emergency   | 4,999   | 4,570   | 4,517   | 4,507   |
| Non Emergency       | 110,112 | 103,450 | 102,041 | 96,561  |
| Out Only            | 29,420  | 29,413  | 33,079  | 30,914  |
| Total Emergency     | 57,525  | 51,903  | 54,121  | 53,880  |
| Total Non-Emergency | 110,112 | 103,450 | 102,041 | 96,561  |
| Total Out Only      | 29,420  | 29,413  | 33,079  | 30,914  |
| Total               | 197,057 | 184,766 | 189,241 | 181,355 |



## City of Eau Claire 2013 Adopted Program of Services

### Fire & Rescue Department: Overview

Eau Claire Fire & Rescue is responsible for rendering fire prevention, fire suppression, special rescue and emergency medical services for the City of Eau Claire. Beginning in March 2008 the department expanded its emergency medical services response area to include surrounding communities consisting of 11 townships, 1 village and 1 city. The department also manages the Hazardous Materials (Haz Mat) Response program to provide response to a 14-county area of West Central Wisconsin. The department is staffed by 94 employees—92 sworn and 2 civilian. Response is provided 24 hours a day, 365 days a year from six stations.



### *Fire & Rescue Department Overview of Revenues & Expenditures*

|                           | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted<br/>Budget</b> | <b>2013<br/>Adopted<br/>Budget</b> | <b>%<br/>Change</b> |
|---------------------------|------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>           |                        |                                    |                                    |                     |
| Intragovernmental Service | \$ 12,200              | \$ 10,000                          | \$ 10,000                          | 0%                  |
| Intergovernmental:        |                        |                                    |                                    |                     |
| State Aid-Fire Ins. Tax   | 132,482                | 125,000                            | 150,000                            | 20%                 |
| State Aid-Under. Tanks    | 6,976                  | 7,000                              | 7,000                              | 0%                  |
| State Aid-Mun. Services   | 318,675                | 286,000                            | 286,000                            | 0%                  |
| Altoona-Fire Inspector    | 31,382                 | 31,400                             | -                                  | -100%               |
| Ambulance Fee             | 33,764                 | 34,600                             | 35,600                             | 3%                  |
| Charges for Services:     |                        |                                    |                                    |                     |
| Fees                      | 14,321                 | 27,000                             | 22,100                             | -18%                |
| Ambulance Fees            | 2,398,315              | 2,319,900                          | 2,484,200                          | 7%                  |
| Haz-Mat B Response        | 29,223                 | 20,400                             | 20,400                             | 0%                  |
| Gen. Purpose (tax) Rev.   | 7,630,404              | 7,627,900                          | 7,708,300                          | 1%                  |
| <b>Total Revenues</b>     | <b>\$ 10,607,742</b>   | <b>\$ 10,489,200</b>               | <b>\$ 10,723,600</b>               | <b>2%</b>           |
| <b>Expenditures</b>       |                        |                                    |                                    |                     |
| Personnel Services        | \$ 9,313,836           | \$ 9,300,800                       | \$ 9,533,900                       | 3%                  |
| Contractual Services      | 922,549                | 778,700                            | 794,100                            | 2%                  |
| Utilities                 | 56,247                 | 81,000                             | 71,600                             | -12%                |
| Fixed Charges             | 128,050                | 128,100                            | 128,100                            | 0%                  |
| Materials & Supplies      | 187,060                | 191,300                            | 195,900                            | 2%                  |
| Capital Purchases         | -                      | 9,300                              | -                                  | -100%               |
| <b>Total Expenditures</b> | <b>\$ 10,607,742</b>   | <b>\$ 10,489,200</b>               | <b>\$ 10,723,600</b>               | <b>2%</b>           |



## City of Eau Claire 2013 Adopted Program of Services

### *Fire & Rescue Administration Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 528,752        | \$ 530,200        | \$ 272,286                | \$ 530,200         | \$ 541,800        |
| Contractual Services                                  | 232,993           | 108,000           | 39,166                    | 108,000            | 104,100           |
| Utilities   | 53,354            | 81,000            | 28,833                    | 81,000             | 69,100            |
| Fixed Charges   | 3,200             | 3,200             | 1,600                     | 3,200              | 3,200             |
| Materials & Supplies                                  | 16,694            | 23,200            | 6,226                     | 23,200             | 19,800            |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 834,993</b> | <b>\$ 745,600</b> | <b>\$ 348,111</b>         | <b>\$ 745,600</b>  | <b>\$ 738,000</b> |

### *Operations / EMS Expenditure Summary*

|   | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                     |                     |                           |                     |                     |
| Personnel Services                                    | \$ 8,297,992        | \$ 8,287,100        | \$ 3,674,956              | \$ 8,287,100        | \$ 8,506,400        |
| Contractual Services                                  | 684,416             | 665,000             | 320,302                   | 675,500             | 684,300             |
| Utilities   | 2,893               | -                   | 1,453                     | -                   | 2,500               |
| Fixed Charges   | 119,250             | 119,300             | 60,073                    | 119,700             | 119,300             |
| Materials & Supplies                                  | 164,843             | 162,200             | 54,998                    | 169,800             | 172,700             |
| Capital Purchases                                     | -                   | 9,300               | -                         | 9,300               | -                   |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 9,269,394</b> | <b>\$ 9,242,900</b> | <b>\$ 4,111,782</b>       | <b>\$ 9,261,400</b> | <b>\$ 9,485,200</b> |

### *Inspections Expenditure Summary*

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                   |                   |                           |                    |                   |
| Personnel Services                                    | \$ 487,093        | \$ 483,500        | \$ 222,971                | \$ 483,500         | \$ 485,700        |
| Contractual Services                                  | 5,141             | 5,700             | 4,602                     | 5,700              | 5,700             |
| Fixed Charges   | 5,600             | 5,600             | 2,800                     | 5,600              | 5,600             |
| Materials & Supplies                                  | 5,523             | 5,900             | 2,215                     | 6,900              | 3,400             |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b>\$ 503,357</b> | <b>\$ 500,700</b> | <b>\$ 232,588</b>         | <b>\$ 501,700</b>  | <b>\$ 500,400</b> |



## City of Eau Claire 2013 Adopted Program of Services

### Fire & Rescue Dept: Administration

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

#### Objectives

- Assess cost reduction models and implementation criteria.
- Utilize existing CompStat data to assess operational efficiencies.
- 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.

#### Outputs

- Implemented Select Station Dispatch for the department.
- 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.
- Updated a department mission statement and created a department vision statement.
- Continued to develop employee life safety initiatives.

#### Fire & Rescue Department - Administration Authorized Full-Time

|                     | FY 2011 | FY 2012 | FY 2013 |
|---------------------|---------|---------|---------|
| Fire Chief          | 1       | 1       | 1       |
| Fire Secretary      | 1       | 1       | 1       |
| Total FTE Positions | 2       | 2       | 2       |



**Fire Station #2 with  
Administrative Offices  
216 South Dewey Street**



## City of Eau Claire 2013 Adopted Program of Services

### Fire & Rescue Dept: Operations

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

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

#### Objectives

- Provide fire suppression methods in a safe and efficient manner for the citizens of the City of Eau Claire and surrounding areas.
- Provide response to hazardous materials incidents.
- Provide special rescue response such as water rescue, confined space, trench rescue, high angle rescue and vehicle extrication.
- Provide the foundation for response capabilities within the Homeland Security framework.
- Preserve and protect life, property, and the environment against injury and damage from other incidents occurring within the City of Eau Claire.
- Average a 5-minute or less response time from the time of the call within the City of Eau Claire and a 10-minute or less average response time within our regional EMS delivery area external to the city.
- Enhance communication within the organization using electronic methods and increase the citizens' knowledge of department services.
- Provide company level training through more efficient means by identifying mandated requirements through Wisconsin Comm 30 and applicable Occupational Safety and Health Act and National Fire Protection Association standards.
- Develop Rapid Intervention Teams and integrate into fire suppression operations.
- Reduce fire loss in the community through aggressive public education and code enforcement.

#### Outputs

- In 2011, averaged a 4.44-minute response time from time call is dispatched to first unit on-scene in the City of Eau Claire and a 7.48-minute response time for responses outside the city.

| Fire & Rescue Department - Operations<br>Authorized Full-Time | FY 2011 | FY 2012 | FY 2013 |
|---|---------|---------|---------|
| Deputy Chief  | 1       | 1       | 1       |
| Battalion Chief   | 3       | 3       | 3       |
| Fire Captain  | 6       | 6       | 6       |
| Fire Lieutenant   | 12      | 12      | 12      |
| Fire Equipment Operator                                       | 18      | 18      | 18      |
| Firefighter   | 47      | 47      | 47      |
| Total FTE Positions   | 87      | 87      | 87      |

| 7,708 Responses in 2011 |                               |     |                           |
|-------------------------|-------------------------------|-----|---------------------------|
| 6,294                   | Medical Responses             | 146 | Service Call Responses    |
| 183                     | Fire/Rescue Responses         | 189 | Good Intent Responses     |
| 682                     | Automatic Alarm Responses     | 12  | Special Request Responses |
| 202                     | Hazardous Condition Responses |     |                           |



## City of Eau Claire 2013 Adopted Program of Services



### Fire & Rescue Dept: Emergency Medical Services

Comprising 81.6% of department responses, emergency medical services (EMS) remain a strong focus of department resources. The department is staffed with 49 certified paramedics and 41 certified emergency medical technicians. There are three front-line paramedic ambulances and three units available as reserves. Personnel are involved in constant training and also participate in community education and special events to increase citizen knowledge about EMS issues.

#### Objectives

- Develop a proactive elderly fall reduction program.
- Continue enhancement of First Responder response and training.
- On-scene time of less than 20 minutes on all EMS incidents for ambulances.
- Revise internal quality assurance program to that which is company-based.
- Continue to work towards a more efficient software reporting system.
- Update protocols.
- Renew a contract with the department's EMS billing company.

#### Outputs

- Continued to work with Sacred Heart Hospital and Mayo Clinic Health System-Eau Claire Hospital to enhance the stroke, 12-lead, and STEMI (CST Segment Elevation Myocardial Infarction) programs.
- Conducted trauma training for all personnel regarding transport destination.
- Began training on Drug Facilitated Airway Management.
- Developed specs for, and subsequently ordered, a new ambulance.
- Worked with Communications Center for notification of scene time approaching 20 minutes.

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

| Ambulance Revenue (Net of Collection Fees) |                     |                     |                     |                     |                    |                    |
|--|---------------------|---------------------|---------------------|---------------------|--------------------|--------------------|
|  | 2006                | 2007                | 2008                | 2009                | 2010               | 2011               |
| City                                       | \$ 1,273,684        | \$ 1,005,023        | \$ 1,343,027        | \$ 1,256,262        | \$1,311,636        | \$1,520,597        |
| Regional                                   | -                   | -                   | 318,151             | 509,777             | 528,472            | 505,566            |
| Hospital                                   | -                   | -                   | 150,000             | 157,500             | 154,193            | 155,827            |
| Total                                      | <u>\$ 1,273,684</u> | <u>\$ 1,005,023</u> | <u>\$ 1,811,178</u> | <u>\$ 1,923,539</u> | <u>\$1,994,301</u> | <u>\$2,181,990</u> |





## City of Eau Claire 2013 Adopted Program of Services

### Fire & Rescue Dept: Inspections

The Inspection division is comprised of five staff members—four officers and one clerical. 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

- Expand public education of fire hazards caused by grills on decks.
- Partner with area fire departments in providing an increased level of safety education utilizing the new regional fire safety house.
- Provide fire prevention and education--targeting the young, off-campus housing residents and the elderly.
- Maintain current inspection routes and place more emphasis on pre-planning of target hazards.
- Increase water safety awareness in the community.

#### Outputs

- Approximately 3,900 inspections completed by the fire inspectors and fire/EMS crews.
- 166 specialty inspections and site permits completed.
- 46 fire investigations conducted.
- 6 unsafe living conditions investigated.
- Fire prevention activities were conducted for 4,000 students at 18 schools for all students grades K-5 and for over 900 children at 21 sites for 4-year-old kindergarten.
- Implemented use of a new fire safety trailer with grant monies that is used regionally to educate students about fire prevention.
- Implemented a water safety program for 5<sup>th</sup> grade students and increase awareness within the general community.

| Fire & Rescue Department - Inspections<br>Authorized Full-Time | FY 2011 | FY 2012 | FY 2013 |
|--|---------|---------|---------|
| Deputy Chief   | 1.00    | 1.00    | 1.00    |
| Division Chief   | 1.00    | 1.00    | 1.00    |
| Fire Inspector I   | 1.00    | 1.00    | 0.67    |
| Fire Inspector II  | 1.00    | 1.00    | 1.00    |
| Clerk III  | 1.00    | 1.00    | 1.00    |
| Total FTE Positions  | 5       | 5       | 4.67    |

| Dollar Loss From Fire |              |            |              |              |              |
|-----------------------|--------------|------------|--------------|--------------|--------------|
| 2006                  | 2007         | 2008       | 2009         | 2010         | 2011         |
| \$ 1,709,903          | \$ 3,716,199 | \$ 958,517 | \$ 2,577,691 | \$ 1,354,158 | \$ 2,476,988 |

\*The total equalized value of all property in the City of Eau Claire for 2010 was \$4.225 billion. The total dollar loss from fire in 2010 represents .0321% of the total equalized value.





## City of Eau Claire 2013 Adopted Program of Services

### 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 Fairfax Municipal Pool, Hobbs Ice Center, Public Transit, Economic Development and Cemetery Maintenance.
- Support for the 5-year Capital Improvement Plan.

#### Outputs

- A transfer of \$6,186,500 to the Debt Service Fund.
- Operating subsidies and capital transfers as listed below.

| CIP Transfers               |                            | Subsidies              |                            |
|-----------------------------|----------------------------|------------------------|----------------------------|
| Land, Buildings & Equipment | \$ 1,503,100               | Public Transit         | \$ 1,168,800               |
| Street Improvements         | 873,500                    | Economic Development   | 100,000                    |
| Park Improvements           | 150,000                    | Fairfax Municipal Pool | 102,100                    |
| Parking                     | 80,000                     | Cemetery Maintenance   | 198,200                    |
| Transit                     | 127,000                    | Hobbs Ice Center       | 32,100                     |
| Fairfax Municipal Pool      | 45,000                     | <b>Total Subsidies</b> | <b><u>\$ 1,601,200</u></b> |
| <b>Total CIP Transfers</b>  | <b><u>\$ 2,778,600</u></b> |                        |                            |

### Non-Departmental Expenditure Summary

|   | 2011<br>Actual             | 2012<br>Adopted             | 2012<br>6 Month<br>Actual | 2012<br>Projection          | 2013<br>Adopted             |
|---|----------------------------|-----------------------------|---------------------------|-----------------------------|-----------------------------|
| <b>Expenditures &amp; Other Financing Uses:</b>       |                            |                             |                           |                             |                             |
| Personnel Services                                    | \$ 51,818                  | \$ 263,500                  | \$ 37,364                 | \$ 263,500                  | \$ 180,700                  |
| Contractual Services                                  | 94,994                     | 145,000                     | 45,562                    | 145,000                     | 127,900                     |
| Fixed Charges   | 108,951                    | 153,600                     | 14,300                    | 153,600                     | 185,100                     |
| Contributions & Other Payments                        | 218,132                    | 152,900                     | 85,537                    | 152,900                     | 144,800                     |
| Other Uses  | 6,929,802                  | 8,481,800                   | -                         | 8,246,100                   | 7,987,700                   |
| Transfers to CIP Programs                             | 2,318,500                  | 3,328,400                   | -                         | 3,328,400                   | 2,778,600                   |
| <b>Total Expenditures &amp; Other Financing Uses:</b> | <b><u>\$ 9,722,197</u></b> | <b><u>\$ 12,525,200</u></b> | <b><u>\$ 182,763</u></b>  | <b><u>\$ 12,289,500</u></b> | <b><u>\$ 11,404,800</u></b> |



## City of Eau Claire 2013 Adopted Program of Services

### *Non-Departmental Overview of Revenues & Expenditures*

|                                | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted<br/>Budget</b> | <b>2013<br/>Adopted<br/>Budget</b> | <b>%<br/>Change</b> |
|--------------------------------|------------------------|------------------------------------|------------------------------------|---------------------|
| <b>Revenues</b>                |                        |                                    |                                    |                     |
| Licenses & Permits             | \$ 653,535             | \$ 625,000                         | \$ 640,000                         | 2%                  |
| Special Assess. Taxes          | 820,346                | 681,700                            | 873,500                            | 28%                 |
| Miscellaneous Revenue          | 932,817                | 841,800                            | 803,700                            | -5%                 |
| Gen. Purpose (tax) Rev.        | 7,315,499              | 10,376,700                         | 9,087,600                          | -12%                |
| <b>Total Revenues</b>          | <b>\$ 9,722,197</b>    | <b>\$ 12,525,200</b>               | <b>\$ 11,404,800</b>               | <b>-9%</b>          |
| <b>Expenditures</b>            |                        |                                    |                                    |                     |
| Personnel Services             | \$ 51,818              | \$ 263,500                         | \$ 180,700                         | -31%                |
| Contractual Services           | 94,994                 | 145,000                            | 127,900                            | -12%                |
| Fixed Charges                  | 108,951                | 153,600                            | 185,100                            | 21%                 |
| Contributions & Other Payments | 218,132                | 152,900                            | 144,800                            | -5%                 |
| Other Financing Uses           | 9,248,302              | 11,810,200                         | 10,766,300                         | -9%                 |
| <b>Total Expenditures</b>      | <b>\$ 9,722,197</b>    | <b>\$ 12,525,200</b>               | <b>\$ 11,404,800</b>               | <b>-9%</b>          |

City of Eau Claire, Wisconsin

# 2013 Adopted Program of Services

November 7, 2012



## Special Revenue Funds

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# City of Eau Claire 2013 Adopted Program of Services

## Economic Development

### Partners

- \* Gateway Industrial Park Corporation
- \* Eau Claire Area Economic Development Corporation
- \* Eau Claire Redevelopment Authority
- \* Clearwater Development Corporation
- \* Momentum West
- \* Revolving Loan Fund Board
- \* Eau Claire Area Chamber of Commerce
- \* Economic Policy Advisory Committee
- \* Downtown Eau Claire, Inc.
- \* South Barstow BID
- \* Water Street BID
- \* North Barstow/Medical BID
- \* West Grand Avenue BID

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 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 negotiations of the sale of land in the city’s industrial parks. Most recently, the Economic Development division has been heavily involved in the redevelopment of the downtown area. The division serves 66,170 residents, 2,025 businesses, 85 manufacturers, and 524 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 & recruitment (available property database, financial programs, groundbreakings, 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).

### Outputs

- Approved Commercial Center Façade Loans to Impact Advertising and NCAP, LLC
- Approved Regional Business Fund loans to Stork Vision Eau Claire, Infinity Beverage, and Volume One.
- Approved Revolving Loan Funds to ProVyro which will create 14 new jobs.
- Completed a swap with Five Star Plastics that will lead to a 25,000 square foot facility addition and 22 new jobs.
- Handled over 300 requests for assistance and managed an on-line database of available commercial and industrial properties in the City of Eau Claire.
- Facilitated the redevelopment of the North Barstow/Phoenix Park area so far resulting in 6 new buildings including 140 residential units.

### Economic Development Authorized Full-Time

|                                    | FY 2011 | FY 2012 | FY 2013 |
|------------------------------------|---------|---------|---------|
| Economic Development Administrator | 1       | 1       | 1       |
| Business Assistance Specialist     | 1       | 1       | 1       |
| Total FTE Positions                | 2       | 2       | 2       |

### City Funding for Development Organizations

|  | 2012 Support | 2013 Support |
|--|--------------|--------------|
| Eau Claire Area Economic Development Corporation | \$ 90,000    | \$ 90,000    |
| Downtown Fund                                    | 80,000       | 80,000       |
| Redevelopment Authority                          | 200,000      | 200,000      |
| Eau Claire Innovation Center                     | 12,100       | 12,100       |



## City of Eau Claire 2013 Adopted Program of Services

**ECONOMIC DEVELOPMENT**  
*Budget Summary*  
*Revenues & Expenditures*

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Miscellaneous   | \$ 114,242             | \$ 75,800               | \$ 49,945                          | \$ 75,800                  | \$ 75,900               |
| Non-Operating Revenue                                   | 457,309                | 207,300                 | 88,639                             | 207,300                    | 8,800                   |
| Other Financing Sources                                 | 100,000                | 600,000                 | -                                  | 600,000                    | 100,000                 |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>671,551</b>         | <b>883,100</b>          | <b>138,584</b>                     | <b>883,100</b>             | <b>184,700</b>          |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Personal Services                                       | 150,435                | 164,500                 | 61,559                             | 164,500                    | 154,400                 |
| Contractual Services                                    | 24,406                 | 53,000                  | 12,372                             | 50,400                     | 54,000                  |
| Utilities   | 11,163                 | 200                     | 219                                | 200                        | 200                     |
| Fixed Charges   | 1,200                  | 1,200                   | 600                                | 1,200                      | 1,200                   |
| Materials & Supplies                                    | 2,911                  | 1,700                   | 2,914                              | 4,300                      | 1,700                   |
| Contributions & Other Payments                          | 102,100                | 102,100                 | 57,100                             | 102,100                    | 102,100                 |
| Loans   | -                      | 215,000                 | 22,000                             | 187,000                    | -                       |
| Other Financing Uses                                    | 280,000                | 280,000                 | 40,000                             | 280,000                    | 280,000                 |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>572,215</b>         | <b>817,700</b>          | <b>196,764</b>                     | <b>789,700</b>             | <b>593,600</b>          |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ 99,336</b>       | <b>\$ 65,400</b>        | <b>\$ (58,180)</b>                 | <b>\$ 93,400</b>           | <b>\$ (408,900)</b>     |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Nonspendable:   |                        |                         |                                    |                            |                         |
| Noncurrent Portion of Advances                          | \$ 400,000             |                         |                                    | \$ 400,000                 | \$ 400,000              |
| Restricted:   |                        |                         |                                    |                            |                         |
| RLF Grant Proceeds                                      | 581,668                |                         |                                    | 454,168                    | 461,668                 |
| Gateway Industrial Park                                 | 950,000                |                         |                                    | 950,000                    | 950,000                 |
| Code Compliance Loans                                   | 100,000                |                         |                                    | 100,000                    | 100,000                 |
| Façade Loans  | 10,000                 |                         |                                    | 10,000                     | 10,000                  |
| Infill Development NSP Loans                            | -                      |                         |                                    | 200,000                    | 200,000                 |
| Strip Mall Façade Loan                                  | -                      |                         |                                    | 215,000                    | 215,000                 |
| Economic Development                                    | 1,711,839              |                         |                                    | 1,517,739                  | 1,101,339               |
| <b>Ending Balance</b>                                   | <b>\$ 3,753,507</b>    |                         |                                    | <b>\$ 3,846,907</b>        | <b>\$ 3,438,007</b>     |



## City of Eau Claire 2013 Adopted Program of Services

# Community Enhancement

### Activities

\* Room Tax Collection

\* Tourism Support

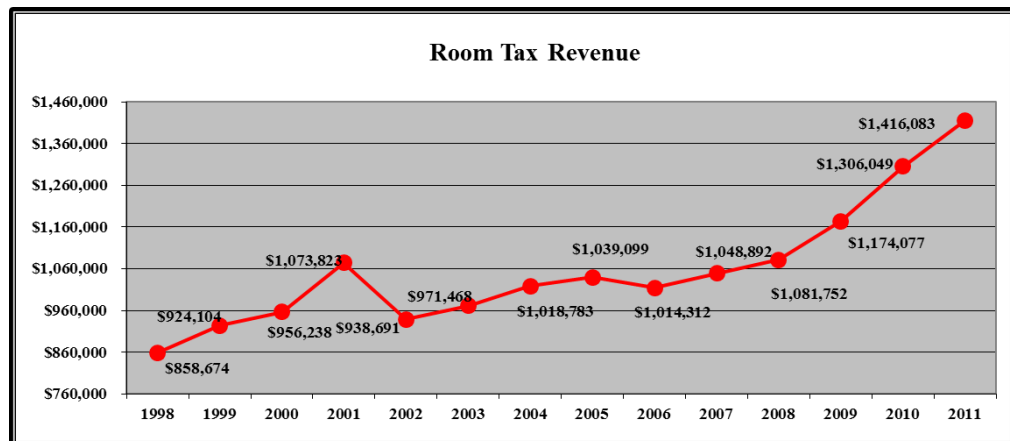
The Community Enhancement Fund was created in 1992 to account for the receipt and use of room tax revenues. Since 1975, the City has levied a room tax on hotels and motels within the city limits under authority of Wisconsin Statute 66.0615. The tax was increased to 8% of gross room rental charges in 2009. Room tax revenues are appropriated each year to agencies and for projects that encourage convention and tourism activities.

### Objectives

- Collect room tax revenue for convention and tourism activities.
- Allocate support to various organizations and agencies.
- Budget room tax funds for complete distribution each year.

### Outputs

- Support the Eau Claire Area Convention & Visitor's Bureau at 56.35% of room tax - \$817,100.
- Support Outside Organizations including:
  - Regional Arts Council \$ 95,200
  - Chippewa Valley Symphony 2,500
  - Chippewa Valley Theatre Guild 1,500
  - Eau Claire Chamber Orchestra 2,500
  - Community Beautification 2,000
  - Chippewa Valley Museum 64,000
  - Paul Bunyan Camp 31,000
  - Eau Claire Children's Museum 4,400
  - Municipal Band 3,500
  - Sculpture Tour Eau Claire 2,400
- Support Hobbs Municipal Ice Center Operating and Capital Improvement Projects - \$135,000.
- General Fund support for convention and tourism activities - \$115,000.
- Support Parks & Recreation Capital Improvement Projects - \$200,000.
- Support for Fairfax Pool Repairs - \$45,000.



\*2001 includes a one-time revenue adjustment to convert to the accrual method of recognizing revenues.



## City of Eau Claire 2013 Adopted Program of Services

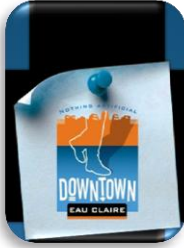
**COMMUNITY ENHANCEMENT**  
*Budget Summary*  
*Revenues & Expenditures*

| Operating Budget  | 2011<br>Actual           | 2012<br>Adopted           | 2012<br>6 Month<br>Actual | 2012<br>Projection        | 2013<br>Adopted           |
|---|--------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                          |                           |                           |                           |                           |
| Taxes   | \$ 1,416,083             | \$ 1,350,000              | \$ 540,569                | \$ 1,450,000              | \$ 1,450,000              |
| Miscellaneous   | 590                      | 300                       | 290                       | 300                       | -                         |
| Total Revenues & Other Financing Sources:               | <u>1,416,673</u>         | <u>1,350,300</u>          | <u>540,859</u>            | <u>1,450,300</u>          | <u>1,450,000</u>          |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                          |                           |                           |                           |                           |
| Contractual Services                                    | 1,788                    | 1,900                     | 1,177                     | 1,900                     | 1,800                     |
| Contributions & Other Payments                          | 1,001,362                | 967,300                   | 497,183                   | 1,023,700                 | 1,026,100                 |
| Other Financing Uses                                    | 358,000                  | 471,400                   | -                         | 471,400                   | 495,000                   |
| Total Expenditures & Other Financing Uses:              | <u>1,361,150</u>         | <u>1,440,600</u>          | <u>498,360</u>            | <u>1,497,000</u>          | <u>1,522,900</u>          |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u><b>\$ 55,523</b></u>  | <u><b>\$ (90,300)</b></u> | <u><b>\$ 42,499</b></u>   | <u><b>\$ (46,700)</b></u> | <u><b>\$ (72,900)</b></u> |
| <b>Working Capital/Available Fund Balance:</b>          |                          |                           |                           |                           |                           |
| Restricted:   |                          |                           |                           |                           |                           |
| Community Enhancement                                   | \$ 119,610               |                           |                           | \$ 72,910                 | \$ 10                     |
| <b>Ending Balance</b>                                   | <u><b>\$ 119,610</b></u> |                           |                           | <u><b>\$ 72,910</b></u>   | <u><b>\$ 10</b></u>       |



## City of Eau Claire 2013 Adopted Program of Services

### Downtown Fund/DECI



The Downtown Fund is the day-to-day operating fund 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 that everyone recognizes, appreciates and enjoys. Its mission is to promote the development of business, housing, cultural resources and activities. There are currently 524 businesses in the downtown area representing retail, restaurants, service, medical, manufacturing, government, entertainment and recreational facilities. At those 524 businesses, there are a total of 9,062 people who work downtown. This represents 23% of the City's total jobs (39,000). There are 1,554 housing units available with 3,564 residents living downtown.



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

#### Objectives

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

#### Outputs

##### 2011

- Successfully held 6 community festivals and events that brought more than 35,000 people to the downtown area in 2011.
  - Our City 2011-more than 300 volunteers helped to clean up streets and riverbanks, sweep and paint an area of about 20 city blocks; DECI hosts this with Valleybrook Church.
  - Urban Living Tour-6 living spaces featured; attracted 383 attendees.
  - Summer Fest-saw record profit and record attendance for this major festival that features a classic car show, a strongman competition, stage acts, and Family Night in the Park at which about 300 people launched wish lanterns and watched the movie 'Tangled'; record profit of \$8,500.



*Continued on next page*





## City of Eau Claire 2013 Adopted Program of Services

### Downtown Fund/DECI (cont'd)

- International Fall Festival-revenue in 2011 was more than triple the revenue of 2010; net income totaled more than \$11,000; 100 vendors and 100 volunteers help to make this the great festival that it is; highlights were a parade and a performance by the University of Wisconsin-Eau Claire Blugold Marching Band.
- Trick or Treating-about 2,000 little ghouls and goblins came downtown as DECI advertised and handed out candy for the annual Downtown Trick or Treating.
- Christmastime in the City-Lunch with Santa drew more than 200 people, double the attendance of 2010; reindeer were a hit for their first trek to the event, as were wagon rides, madrigal singers, hot chocolate, cider, cookies and the lighting of the downtown Christmas tree.
- Special events increased revenue 47%, from \$14,545 in 2010 to \$21,443 in 2011.
- Supported a variety of other business events including The Green Business Expo, The Pink Event, and the Holiday Season Opener.
- Assisted in bringing several new businesses to the downtown area through business recruitment efforts and the annual Jump-Start Downtown business competition; seven businesses entered the competition in 2011 with more than \$6,000 in prizes awarded.
- Participated in nine ribbon cuttings in 2011.
- Assisted in 3 video projects: 10 1-minute videos for the City of Eau Claire and DECI websites; 5-minute video for the League of Cities conference; 5-minute video featured on national show "Today in America," hosted by Terry Bradshaw.
- Developed and distributed 40,000 copies of Downtown Ink.
- Successfully launched a new website [www.DowntownEauClaire.org](http://www.DowntownEauClaire.org) that included a complete redesign of the previous site and allowed for more ease of use.

#### 2011/2012

- Made and distributed 10,000 copies of the Shopping and Dining Guide.
- Increased website traffic 31% compared to same period (Jan.-Sept.) last year, with more than 18,800 unique visitors in 9 months; there were roughly 5,000 visits in one day-Summer Fest 2012.
- Increased readership of our weekly e-newsletter, "News from Downtown," going from 1,600 to nearly 2,100.
- Sent "Downtown Business Update" information to 560 email addresses.
- Increased Facebook followers from 1,500 to 2,500.
- Commissioned engineers, along with the South Barstow BID, to develop a 'Master Plan' for future redevelopment purposes, funding about \$11,000 of the plan and later prioritizing the plan to sustain a healthy and economically viable downtown.
- Assisted in the groundwork for Sculpture Tour Eau Claire and continue to be a promoter and supporter of the Tour.
- Drafted and presented a plan for "First Fridays" to the EC City Council in order for businesses to further encourage revitalization by staying open longer and utilize the sidewalks for sales and promotions.
- Memberships remain steady after a bump from 2010 to 2011; we currently sit with 82 members.



#### Downtown Fund Authorized Full-Time

Communications & Promotions  
Coordinator

Total FTE Positions

|   | FY 2011  | FY 2012  | FY 2013  |
|---|----------|----------|----------|
| Communications & Promotions Coordinator | 1        | 1        | 1        |
| <b>Total FTE Positions</b>              | <b>1</b> | <b>1</b> | <b>1</b> |



## City of Eau Claire 2013 Adopted Program of Services

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

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Miscellaneous   | \$ 11,600              | \$ 11,600               | \$ -                               | \$ 11,600                  | \$ 13,000               |
| Other Financing Sources                                 | 122,400                | 122,400                 | 61,200                             | 122,400                    | 122,400                 |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>134,000</b>         | <b>134,000</b>          | <b>61,200</b>                      | <b>134,000</b>             | <b>135,400</b>          |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Personal Services                                       | 76,007                 | 106,900                 | 38,105                             | 106,900                    | 107,600                 |
| Contractual Services                                    | 34,495                 | 33,500                  | 5,584                              | 32,300                     | 34,100                  |
| Utilities   | 477                    | 100                     | 65                                 | 700                        | 100                     |
| Fixed Charges   | 3,198                  | 3,000                   | 3,557                              | 3,600                      | 3,000                   |
| Materials & Supplies                                    | 597                    | 1,300                   | 737                                | 1,300                      | 1,400                   |
| Contributions & Other Payments                          | -                      | -                       | -                                  | 11,000                     | -                       |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>114,774</b>         | <b>144,800</b>          | <b>48,048</b>                      | <b>155,800</b>             | <b>146,200</b>          |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ 19,226</b>       | <b>\$ (10,800)</b>      | <b>\$ 13,152</b>                   | <b>\$ (21,800)</b>         | <b>\$ (10,800)</b>      |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Restricted:   |                        |                         |                                    |                            |                         |
| Loft Matching Program                                   | \$ 11,000              |                         |                                    | \$ -                       | \$ -                    |
| Downtown  | 57,654                 |                         |                                    | 46,854                     | 36,054                  |
| <b>Ending Balance</b>                                   | <b>\$ 68,654</b>       |                         |                                    | <b>\$ 46,854</b>           | <b>\$ 36,054</b>        |



## City of Eau Claire 2013 Adopted Program of Services

### Cemetery Maintenance

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

#### Measurable Outcomes – 2011

- The Cemetery division, now has cemetery records available for public access. 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 at [webcemeteries.com/eaucclairwi](http://webcemeteries.com/eaucclairwi).
- Dug 98 graves and 116 cremain’s graves.
- Sold 4 columbarium sites.
- Reconveyed 8 lots.
- Sold 98 lots.
- Sold 108 marker permits.

#### Cemetery Maintenance Authorized Full-Time

|                                 | FY 2011  | FY 2012  | FY 2013  |
|---------------------------------|----------|----------|----------|
| Skilled Worker/Cemetery & Parks | 0        | 1        | 1        |
| Assistant Sexton                | 2        | 1        | 1        |
| <b>Total FTE Positions</b>      | <b>2</b> | <b>2</b> | <b>2</b> |





## City of Eau Claire 2013 Adopted Program of Services

### CEMETERY MAINTENANCE Budget Summary Revenues & Expenditures

| Operating Budget  | 2011<br>Actual   | 2012<br>Adopted | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted    |
|---|------------------|-----------------|---------------------------|--------------------|--------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                  |                 |                           |                    |                    |
| Licenses & Permits                                      | \$ 104,507       | \$ 95,200       | \$ 49,395                 | \$ 95,200          | \$ 117,200         |
| Charges For Services                                    | 60,979           | 89,000          | 28,626                    | 89,000             | 89,000             |
| Miscellaneous   | 10               | -               | -                         | 279,000            | -                  |
| Other Financing Sources                                 | 209,359          | 209,700         | -                         | 209,700            | 198,200            |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>374,855</b>   | <b>393,900</b>  | <b>78,021</b>             | <b>672,900</b>     | <b>404,400</b>     |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                  |                 |                           |                    |                    |
| Personal Services                                       | 237,772          | 260,300         | 114,103                   | 260,300            | 270,200            |
| Contractual Services                                    | 108,780          | 97,400          | 44,197                    | 97,400             | 97,500             |
| Utilities   | 11,588           | 16,300          | 6,860                     | 16,300             | 16,700             |
| Fixed Charges   | 6,100            | 6,100           | 3,050                     | 6,100              | 6,100              |
| Materials & Supplies                                    | 10,911           | 13,800          | 6,526                     | 13,800             | 13,900             |
| Other Financing Uses                                    | -                | -               | -                         | -                  | 56,500             |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>375,151</b>   | <b>393,900</b>  | <b>174,736</b>            | <b>393,900</b>     | <b>460,900</b>     |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ (296)</b>  | <b>\$ -</b>     | <b>\$ (96,715)</b>        | <b>\$ 279,000</b>  | <b>\$ (56,500)</b> |
| <b>Working Capital/Available Fund Balance:</b>          |                  |                 |                           |                    |                    |
| Restricted:   |                  |                 |                           |                    |                    |
| Cemetery Maintenance                                    | \$ 54,142        |                 |                           | \$ 333,142         | \$ 276,642         |
| <b>Ending Balance</b>                                   | <b>\$ 54,142</b> |                 |                           | <b>\$ 333,142</b>  | <b>\$ 276,642</b>  |



## City of Eau Claire 2013 Adopted Program of Services

### Hazardous Materials

The West Central Regional Response Team is a joint venture between Eau Claire Fire & Rescue and Chippewa Falls Fire & Emergency Services. The team is contracted with the State of Wisconsin to deliver regionalized Level “A” hazardous materials response to a 14-county area in West Central Wisconsin. City of Eau Claire tax dollars are not used to operate the team; the State of Wisconsin provides funding.

In addition, the team then contracts with the Rice Lake and Menomonie Fire Departments for their service as designated CATs (Chemical Assessment Team) as adjuncts of the West Central Team.

#### Objectives

- Respond to hazardous materials (haz mat) incidents within 14-county area 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.
- Participate in annual hazardous materials response drill.

#### Outputs

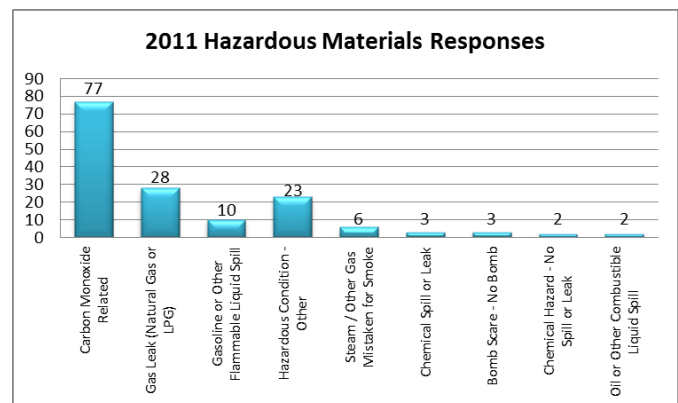
- Responded to a semi-truck rollover on Hwy 12 near Alma Center. The cargo consisted of totes containing sulfuric acid and sodium hydroxide. The totes were damaged and leaking. Technical assistance and air monitoring were provided.
- Responded to a report of an unknown white powder in Rice Lake. A sample of the powder was analyzed using Infrared Spectroscopy, and it was determined to be non-hazardous.
- Gave outreach presentations to three entities within the response area. These programs teach groups how to request a regional team, what equipment we carry and the types of incidents to which we are able to respond.
- Participated in two full-scale haz mat drills in the area. The first scenario was an ammonia leak at the Nestle plant. The second was an exercise involving natural gas hosted by Xcel Energy.
- Received eight new fully encapsulated Level A haz mat suits. This was a continuation of an order initiated in 2010. Four of the suits are designed for entry into a hazardous non-combustible atmosphere. The other four are designed with a material that has intrinsic flash protection. This feature adds an extra safety dimension when working in an atmosphere that is possibly explosive.
- Entered into a two-year service contract with Clarey’s Safety and Equipment to update and maintain nine of our advanced meters.

#### 40 Personnel are assigned to the Hazardous Materials Response Team

- 28 Members from Eau Claire Fire Department.
- 12 Members from Chippewa Falls Fire Department.



Station 2





## City of Eau Claire 2013 Adopted Program of Services

### HAZARDOUS MATERIALS Budget Summary Revenues & Expenditures

| Operating Budget  | 2011<br>Actual     | 2012<br>Adopted    | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted    |
|---|--------------------|--------------------|---------------------------|--------------------|--------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                    |                    |                           |                    |                    |
| Intergovernmental                                       | \$ 79,015          | \$ 160,000         | \$ 79,015                 | \$ 160,000         | \$ 158,000         |
| Charges For Services                                    | 5,238              | 3,000              | 274                       | 3,000              | 3,000              |
| Miscellaneous   | 1,060              | 400                | 410                       | 400                | 400                |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>85,313</u>      | <u>163,400</u>     | <u>79,699</u>             | <u>163,400</u>     | <u>161,400</u>     |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                    |                    |                           |                    |                    |
| Personal Services                                       | 53,844             | 62,000             | 28,966                    | 62,000             | 57,100             |
| Contractual Services                                    | 23,066             | 26,500             | 5,365                     | 29,300             | 26,700             |
| Utilities   | 3,228              | 3,700              | 1,602                     | 3,700              | 3,800              |
| Fixed Charges   | 12,200             | 10,200             | 5,000                     | 10,200             | 10,200             |
| Materials & Supplies                                    | 24,886             | 14,500             | 5,063                     | 11,700             | 14,700             |
| Contributions & Other Payments                          | 62,132             | 70,000             | 16,013                    | 70,000             | 71,400             |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>179,356</u>     | <u>186,900</u>     | <u>62,009</u>             | <u>186,900</u>     | <u>183,900</u>     |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ (94,043)</u> | <u>\$ (23,500)</u> | <u>\$ 17,690</u>          | <u>\$ (23,500)</u> | <u>\$ (22,500)</u> |
| <b>Working Capital/Available Fund Balance:</b>          |                    |                    |                           |                    |                    |
| Restricted  |                    |                    |                           |                    |                    |
| Grant Proceeds  | \$ 94,143          |                    |                           | \$ 70,643          | \$ 48,143          |
| <b>Ending Balance</b>                                   | <u>\$ 94,143</u>   |                    |                           | <u>\$ 70,643</u>   | <u>\$ 48,143</u>   |



## City of Eau Claire 2013 Adopted Program of Services

### L. E. Phillips Memorial Public Library



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

#### Objectives

The library provides free and guided access to organized information, materials and activities to all community members within a welcoming environment.

The library provides its customers with:

- fiction & non-fiction books
- large print books & new reader materials
- kids’ books & board books for babies
- educational computer software
- access to the library’s online catalog
- online holds and renewals
- items borrowed from other libraries
- magazines & newspapers
- videos, DVDs, books-on-cassette & CD
- delivery of materials to the homebound
- downloadable e-books, audio books, music & video
- teen area with books, magazines, computers & software
- special programs for kids, teens & adults
- Internet access and free Wi-Fi
- word-processing computers & online information resources
- meeting rooms, art exhibits, displays
- answers in person, by phone, e-mail, or 24/7 live chat
- information about community agencies & services
- ipads for checkout



#### Outputs – 2011

- Circulation and Interlibrary Loan activity – 1,386,018
- Number of users of electronic resources – 105,151
- Reference transactions – 68,510
- Library program attendance – 17,542 children and 3,630 adults.
- Summer Library Program registration - 1,932 children and 494 teenagers.
- Volunteer hours – 3,315
- At the end of 2011, the library collection included – 282,018 items.
- Downloadable (audio, video, e-book) materials and databases (local, regional, state) – 29,336
- Number of registered borrowers – 47,030



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

|                            | FY 2011       | FY 2012       | FY 2013       |
|----------------------------|---------------|---------------|---------------|
| Library Director           | 1.000         | 1.000         | 1.000         |
| Professional 5             | 1.000         | 1.000         | 1.000         |
| Professional 3             | 2.000         | 1.800         | 2.000         |
| Professional 2             | 6.000         | 6.000         | 6.000         |
| Professional 1             | 1.000         | 1.000         | 1.000         |
| Library Associate II       | 4.675         | 4.725         | 5.725         |
| Library Associate I        | 3.675         | 3.625         | 4.625         |
| Library Assistant II       | 3.050         | 2.750         | 4.250         |
| Library Assistant I        | 8.508         | 8.548         | 5.148         |
| Desk Clerk                 | 5.525         | 5.525         | 5.500         |
| <b>Total FTE Positions</b> | <b>36.433</b> | <b>35.973</b> | <b>36.248</b> |







## City of Eau Claire 2013 Adopted Program of Services

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

| Operating Budget  | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted    |
|---|---------------------|---------------------|---------------------------|---------------------|--------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                     |                     |                           |                     |                    |
| Taxes   | \$ 2,866,700        | \$ 2,891,300        | \$ 2,891,300              | \$ 2,891,300        | \$ 2,891,000       |
| Intergovernmental                                       | 1,027               | -                   | -                         | -                   | -                  |
| Fines & Forfeits  | 117,922             | 115,000             | 56,123                    | 115,000             | 111,900            |
| Charges For Services                                    | 5,248               | 5,800               | 2,887                     | 5,800               | 5,500              |
| Charges For Services - Intragovernmental                | 610,724             | 577,800             | 284,219                   | 577,800             | 561,500            |
| Other Operating Revenue                                 | 238,054             | 242,400             | 242,566                   | 242,400             | 245,300            |
| Miscellaneous   | 118,205             | 60,700              | 38,250                    | 84,400              | 39,300             |
| Other Financing Sources                                 | -                   | -                   | 50                        | -                   | 100                |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>3,957,880</b>    | <b>3,893,000</b>    | <b>3,515,395</b>          | <b>3,916,700</b>    | <b>3,854,600</b>   |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                     |                     |                           |                     |                    |
| Personal Services                                       | 2,574,521           | 2,719,800           | 1,209,504                 | 2,694,800           | 2,665,900          |
| Contractual Services                                    | 257,017             | 289,700             | 161,903                   | 315,500             | 338,700            |
| Utilities   | 99,251              | 115,100             | 41,339                    | 114,300             | 116,100            |
| Fixed Charges   | 31,695              | 32,100              | 16,195                    | 32,100              | 32,100             |
| Materials & Supplies                                    | 697,694             | 636,600             | 284,784                   | 784,800             | 612,600            |
| Contributions & Other Payments                          | 10,090              | 10,300              | 10,179                    | 10,300              | -                  |
| Capital Outlay  | 48,347              | 8,000               | -                         | 8,000               | 8,000              |
| Other Financing Uses                                    | 366,048             | 370,900             | 331,000                   | 370,900             | 145,700            |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>4,084,663</b>    | <b>4,182,500</b>    | <b>2,054,904</b>          | <b>4,330,700</b>    | <b>3,919,100</b>   |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ (126,783)</b> | <b>\$ (289,500)</b> | <b>\$ 1,460,491</b>       | <b>\$ (414,000)</b> | <b>\$ (64,500)</b> |
| <b>Working Capital/Available Fund Balance:</b>          |                     |                     |                           |                     |                    |
| Nonspendable:   |                     |                     |                           |                     |                    |
| Prepayments   | \$ 5,400            |                     |                           | \$ 5,000            | \$ 5,000           |
| Inventory   | 3,000               |                     |                           | 3,000               | 3,000              |
| Restricted:   |                     |                     |                           |                     |                    |
| Library   | 332,603             |                     |                           | 148,341             | 83,841             |
| Gifts & Donations                                       | 124,338             |                     |                           | 120,000             | 120,000            |
| Capital Projects  | 225,000             |                     |                           | -                   | -                  |
| <b>Ending Balance</b>                                   | <b>\$ 690,341</b>   |                     |                           | <b>\$ 276,341</b>   | <b>\$ 211,841</b>  |





## City of Eau Claire 2013 Adopted Program of Services

### City-County Health Dept: Overview



The mission of the joint City-County Health Department is to protect, promote and improve the health of all people in the community. 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.

#### Divisions

- \* Administration
- \* Public Health Nursing
- \* Environmental Health

#### **2012-2016 Strategic Priorities**

- Build a cohesive Health Department total team.
- Improve strategic approaches to program development and resource allocation.
- Increase Health Department visibility and accessibility to better meet public and staff needs.
- Mobilize community action for public health to address current and future health needs.

#### **Outputs**

- Health care cost savings through prevention.
- Access to health/dental care.
- Reduction of tobacco/youth alcohol use.
- 2012 County Health Ranking Report: 19<sup>th</sup> among 72 counties.
- Protection of surface and groundwater.
- 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.



**Public Health**  
Prevent. Promote. Protect.

#### **Programs**

- |  |   |
|--|---|
| - Communicable Disease Prevention & Control  | - Women Infant Children Nutrition         |
| - Maternal & Child Health                    | - Environmental Sanitation                |
| - Food Protection                            | - Adult Health                            |
| - Reproductive Health/Family Planning        | - Garbage & Solid Waste                   |
| - School Health                              | - Public Health Emergency Preparedness    |
| - Tobacco/Youth Alcohol Prevention & Control | - Community Health Improvement            |
| - Housing Maintenance & Hygiene              | - Rodent, Insect, Rabies & Vector Control |
| - Childhood Lead Poisoning Prevention        | - Drinking Water Protection               |
| - Air Pollution                              | - Private On-site Waste Water Disposal    |
| - Radon                                      |   |



## City of Eau Claire 2013 Adopted Program of Services

**CITY-COUNTY HEALTH DEPARTMENT**  
**Budget Summary**  
**Revenues & Expenditures**

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Taxes   | \$ 1,695,525           | \$ 1,694,700            | \$ 1,694,700                       | \$ 1,694,700               | \$ 1,691,400            |
| Intergovernmental                                       | 1,018,022              | 1,112,600               | 542,992                            | 1,112,600                  | 862,200                 |
| Licenses & Permits                                      | 345,013                | 354,200                 | 273,380                            | 354,200                    | 357,400                 |
| Charges For Services                                    | 122,659                | 147,300                 | 55,089                             | 147,300                    | 130,500                 |
| Charges For Services - Intragovernmental                | 1,383,608              | 1,331,300               | 666,024                            | 1,331,300                  | 1,458,100               |
| Miscellaneous   | 10,557                 | 10,000                  | 203                                | 10,000                     | 10,000                  |
| Other Financing Sources                                 | 59,879                 | 57,200                  | 17,451                             | 57,200                     | 57,200                  |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>4,635,263</b>       | <b>4,707,300</b>        | <b>3,249,839</b>                   | <b>4,707,300</b>           | <b>4,566,800</b>        |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Personal Services                                       | 3,994,298              | 3,016,100               | 1,826,751                          | 3,016,100                  | 4,128,300               |
| Contractual Services                                    | 389,733                | 266,300                 | 198,117                            | 266,300                    | 386,600                 |
| Utilities   | 17,682                 | 12,200                  | 9,292                              | 12,200                     | 19,900                  |
| Fixed Charges   | 14,310                 | 8,100                   | 15,292                             | 8,100                      | 14,500                  |
| Materials & Supplies                                    | 234,768                | 1,486,200               | 103,400                            | 1,486,200                  | 274,500                 |
| Other Financing Uses                                    | 28,638                 | 28,200                  | -                                  | 28,200                     | 32,500                  |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>4,679,429</b>       | <b>4,817,100</b>        | <b>2,152,852</b>                   | <b>4,817,100</b>           | <b>4,856,300</b>        |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ (44,166)</b>     | <b>\$ (109,800)</b>     | <b>\$ 1,096,987</b>                | <b>\$ (109,800)</b>        | <b>\$ (289,500)</b>     |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Nonspendable:   |                        |                         |                                    |                            |                         |
| Prepayments   | \$ 72,464              |                         |                                    | \$ 75,000                  | \$ 75,000               |
| Restricted:   |                        |                         |                                    |                            |                         |
| Grant Proceeds  | 26,071                 |                         |                                    | -                          | -                       |
| Health Department                                       | 652,368                |                         |                                    | 566,103                    | 276,603                 |
| <b>Ending Balance</b>                                   | <b>\$ 750,903</b>      |                         |                                    | <b>\$ 641,103</b>          | <b>\$ 351,603</b>       |



## City of Eau Claire 2013 Adopted Program of Services

### City-County Health Dept: Administration

- Activities**
- \* Personnel
    - Recruitment, Evaluation & Training
  - \* Accounts Receivable/Payable
  - \* Payroll
  - \* Purchasing
  - \* Public Health Administration
  - \* Employee Fringe Benefit Management
  - \* Information Systems Support
  - \* Website Development & Maintenance
  - \* Facilities Management
  - \* Program Clerical Support
  - \* Equipment Management
  - \* Community Health Education
- The Administration component of the department provides support to other divisions and functions of the department.
- Objectives**
- Provide agency level supervision, direction and evaluation of public health staff and programs.
  - Development of new public health programs to meet community needs.
  - Assure a community health assessment and improvement planning process.
  - Develop and execute the department’s budget using guidelines of the City, County and the Board of Health.
  - Manage the department’s strategic planning process.
  - Effectively manage the human and fiscal resources of the department.
  - Build capacity to effectively respond to public health emergencies through internal planning and local/regional collaboration.
  - Assure enforcement of public health laws/regulations.
  - Sustain funding for Tobacco/Youth Alcohol Prevention.
- Outputs**
- Cost effective public health administrative support at \$4,029 per staff member.
  - Short and long-range space needs planning and successfully coordinated remodeling projects.
  - Successful Underage Drinking Prevention 3 year grant applicant (\$294,318, 2009-2012).
  - Continued development and recruitment for the Eau Claire County Medical Reserve Corps Unit.
  - Development of Mass Fatality and At-Risk Populations Plans with local public health emergency preparedness committee.
  - Continued enforcement of the City of Eau Claire’s Smoke-Free Ordinance and State of Wisconsin Smoke Free Air law.
  - Achieved tobacco and alcohol compliance check rates of over 90% in 2011.
  - Award winning, nationally recognized professional staff sharing effective public health strategies and interventions.

| <b>Health Dept - Administration<br/>Authorized Full-Time</b> | <b>FY 2011</b> | <b>FY 2012</b> | <b>FY 2013</b> |
|--|----------------|----------------|----------------|
| Health Department Director                                   | 1.0            | 1.0            | 1.0            |
| Administrative Services Manager                              | 1.0            | 1.0            | 1.0            |
| Front/Medical Office Associate                               | 3.4            | 3.4            | 3.4            |
| Program Office Specialist                                    | 0.6            | 0.6            | 0.6            |
| Community Advocacy Director/Supervisor                       | 0.6            | 0.4            | 0.4            |
| Community Health Educator                                    | 0.0            | 0.6            | 0.6            |
| <b>Total FTE Positions</b>                                   | 6.6            | 7.0            | 7.0            |



## City of Eau Claire 2013 Adopted Program of Services

### City-County Health Dept: Public Health Nursing

#### Activities

- \* Immunization Clinics
- \* Sexually Transmitted Infection Clinic
- \* HIV/AIDS Testing & Counseling
- \* Tuberculin Skin Testing
- \* Communicable Disease Treatment, Prevention & Control
- \* Prenatal Care Coordination
- \* Birth to Three Assessment/Service Coordination
- \* School-Based Health & Oral Health Care Services
- \* Family Planning Clinic
- \* Supplemental Nutrition for Women Infants & Children
- \* WI Well Woman Health Screenings for Low-Income
- \* Health Benefits Counseling/Advocacy
- \* BadgerCare Plus Outreach/Application Assistance
- \* Adult Health Clinics
- \* U.S. Postal Service Biohazard Detection System Emergency Response Plan
- \* Home Safety Assessments
- \* Blood Lead Screenings

The Public Health Nursing division works collaboratively to protect and improve the health and safety of the public and to improve the public health system's capacity to assure conditions in which people can be healthy and safe. Nursing actions that promote, maintain, restore health and prevent disease or injury are directed toward current and emerging community needs, vulnerable population groups and individuals and families referred by physicians or other sources for health education and services.

#### 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.
- Protect children from lead poisoning.
- Provide community-based system of care and case management for children with special health needs.
- Promote reproductive health and facilitate safe, effective and successful family planning.
- Provide health services in 35 schools to promote children's health, development, learning and well-being.
- Promote and maintain the health and well-being of nutritionally at-risk pregnant, breastfeeding and postpartum women, infants and children.
- Address health issues of populations with ethnic/cultural needs, e.g., Hmong, Hispanic and Amish.
- Improve access to continuous health care, dental care and mental health care for underserved groups.

#### Outputs

- 881 communicable disease investigations.
- 1,680 immunizations to 1,137 infants/children/adults to protect against 15 diseases.
- 1,323 influenza vaccinations at 28 residential facilities and 8 public clinic sites in the City and County.
- 222 nursing consults for children with developmental delays.
- 969 prenatal care coordination visits to 175 women.
- 1,465 family visiting program admissions upon referrals from physicians/community organizations.
- 4,635 family health visits for assessment, teaching and case management.
- 74 adult health clinic visits to 52 rural residents.
- 1,345 school health screenings for scoliosis with 12 requiring follow-up.
- 993 women and 162 men received reproductive health/family planning services; 258 received Early Pregnancy Identification services.
- 3,681 WIC participants received supplemental food, nutrition assessment/education/referrals
- 711 childhood blood lead tests provided.
- 184 women of low-income enrolled for cancer screenings.
- 7,000 Healthy Snack Guides printed and distributed to families at schools, clinics and programs.

#### Health Dept - Public Health Nursing Authorized Full-Time

|                            | FY 2011 | FY 2012 | FY 2013 |
|----------------------------|---------|---------|---------|
| Director of Nursing        | 1.000   | 1.000   | 1.000   |
| Supervisor of Nursing      | 1.600   | 1.600   | 1.600   |
| Public Health Nurse        | 10.970  | 10.970  | 10.970  |
| Health Benefits Specialist | 0.100   | 0.100   | 0.100   |
| Public Health Aide         | 0.450   | 0.525   | 0.450   |
| Bilingual Health Aide      | 0.700   | 0.700   | 0.700   |
| Bilingual Interpreters     | 0.050   | 0.075   | 0.050   |
| Public Health Nutritionist | 0.400   | 0.400   | 0.400   |

Total FTE Positions **15.270**    **15.370**    **15.270**



## City of Eau Claire 2013 Adopted Program of Services

# City-County Health Dept: Environmental Health

**Activities**  
 \* Communicable Disease Investigation & Prevention

\* Food Protection

\* Drinking Water Protection

\* Rodent, Insect, Rabies & Vector Control

\* Housing & Property Maintenance & Hygiene

\* Private Onsite Wastewater Disposal

\* Environmental Sanitation

\* Human Health Hazard

\* Solid Waste

\* Emergency Preparedness

\* Childhood Lead Poisoning

\* Air Pollution Control

\* Radiation Protection

The Environmental Health component of the department provides assessment, management, control and prevention of environmental factors that may adversely affect the health, safety or well being 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

- 80 confirmed interdepartmental communicable disease investigations.
- 4,964 food product/ingredient samples and swabs.
- 1,263 food service inspections (includes all types), of those, 324 re-inspections.
- 7 food-borne illness complaint investigations.
- 21,000 microbiological and chemical laboratory sample analyses.
- 186 animal bite investigations/consultations.
- 625 housing inspections and 1,683 re-inspections.
- 26 inspections with County Human Services, 1 interagency dangerous living conditions investigation.
- 1,133 recreational water samples (pools and beaches).
- 100% licensed facility (e.g. restaurants, campgrounds, etc.) inspection rate.
- All schools inspected twice during the school year.
- 35 Human Health Hazard/Public Health Nuisance properties.
- 683 solid waste inspections, including 72 garbage truck inspections.
- 15 lead samples, 6 home lead investigations and 1 school.
- 122 air program inspections, 6 incinerator inspections and 57 air samples.
- 16 City of Eau Claire and State Smoking law consultations, inspections and complaints.

#### Health Dept - Environmental Health Authorized Full-Time

|                                    | FY 2011      | FY 2012      | FY 2013      |
|------------------------------------|--------------|--------------|--------------|
| Director of Environmental Health   | 1.00         | 1.00         | 1.00         |
| Environmental Health Supervisor    | 0.00         | 1.00         | 1.00         |
| Environmental Health Specialist II | 6.50         | 5.50         | 5.50         |
| Laboratory Chemist                 | 1.00         | 1.00         | 1.00         |
| Microbiology Coordinator           | 1.00         | 1.00         | 1.00         |
| Laboratory Technician I            | 0.75         | 0.75         | 0.75         |
| Environmental Health Technician    | 1.00         | 1.00         | 1.00         |
| Environmental Health Aide          | 0.23         | 0.23         | 0.23         |
| <b>Total FTE Positions</b>         | <b>11.48</b> | <b>11.48</b> | <b>11.48</b> |



## City of Eau Claire 2013 Adopted Program of Services

### 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 - 2013

- Acquire and rehabilitate one single family home for the home ownership program.
- Provide housing rehabilitation loans to 11 homeowners.
- Lead remediation assistance to seven homeowners.
- Provide planning and management funding for four neighborhood associations.
- Provide Tenant Based Rental Assistance (TBRA) to 50 households.
- Provide Down Payment Closing Cost Assistance (DPCC) to 5 first time homebuyers.
- Provide funding to 13 Public Services within the City of Eau Claire.
- Provide funding for the LE Phillips Senior Center to install 44 new parking stalls
- Provide funding to plant trees within the City limits of low-to-moderate income areas

#### Outputs

- Program Assisted 3 homebuyers with direct homeownership assistance.
- Rehabilitated 14 owner-occupied residential units, including the abatement of lead in 11 of those units and the abatement of asbestos in 1 unit.
- 10 low/mod homeowners received Weatherization Grants.
- 1 single family home was rehabilitated for the Homeownership.
- 33 persons facing domestic violence sought shelter and support services,
- 130 families received case management assistance to help care for their children,
- 302 persons sought emergency shelter as a result of homelessness,
- 750 received primary health care services from the Free Clinic,
- 20,176 individuals received food from the food pantry,
- 763 persons received meals from the Community Table soup kitchen,
- 48 households received rental assistance with the Housing Choice Voucher program,
- 693 Hmong households received tenant/landlord counseling,
- 774 Youths participated in social and crime awareness programs,
- 37 Women and minorities received employment & business start-up services
- Funds were used to install 18.5 miles of alley improvements which serve homeowners in 2 low-income census tracts throughout the City of Eau Claire.

#### CDBG

##### Authorized Full-Time

Housing Division Administrator  
 Housing Rehabilitation Specialist  
 Accounting Assistant  
 Office Associate  
 Program Specialist  
 Rental Specialist

|                                   | FY 2011     | FY 2012     | FY 2013     |
|-----------------------------------|-------------|-------------|-------------|
| Housing Division Administrator    | 0.30        | 0.30        | 0.30        |
| Housing Rehabilitation Specialist | 1.00        | 1.00        | 1.00        |
| Accounting Assistant              | 0.03        | 0.03        | 0.03        |
| Office Associate                  | 0.10        | 0.10        | 0.10        |
| Program Specialist                | 1.00        | 1.00        | 0.80        |
| Rental Specialist                 | 0.03        | 0.03        | 0.03        |
| <b>Total FTE Positions</b>        | <b>2.46</b> | <b>2.46</b> | <b>2.26</b> |



Homeownership Project at 920 Vine Street

Before



After



## City of Eau Claire 2013 Adopted Program of Services

*Community Development Block Grant (CDBG)  
Budget Summary  
Revenues & Expenditures*

|   | 2011<br>Actual    | 2012<br>Adopted | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-----------------|---------------------------|--------------------|-------------------|
| <b>Operating Budget</b>                                     |                   |                 |                           |                    |                   |
| <b>Revenues &amp; Other Financing Sources:</b>              |                   |                 |                           |                    |                   |
| Intergovernmental   | \$ 458,827        | \$ 578,100      | \$ 274,232                | \$ 716,000         | \$ 516,300        |
| Program Income  | 545,929           | 315,800         | 452,971                   | 331,800            | 150,000           |
| <b>Total Revenues &amp; Other Financing Sources:</b>        | <b>1,004,756</b>  | <b>893,900</b>  | <b>727,203</b>            | <b>1,047,800</b>   | <b>666,300</b>    |
| <b>Expenditures &amp; Other Financing Uses:</b>             |                   |                 |                           |                    |                   |
| Personnel Services  | 166,664           | 160,500         | 144,141                   | 166,000            | 162,800           |
| Contractual Services  | 55,964            | 39,600          | 19,220                    | 46,000             | 44,400            |
| Utilities   | 329               | 500             | 277                       | 400                | 400               |
| Fixed Charges   | 878               | -               | 878                       | 1,000              | 1,900             |
| Materials & Supplies  | 3,228             | 6,000           | 2,521                     | 3,200              | 2,700             |
| Contributions & Other Payments                              | 218,930           | 164,600         | 126,238                   | 173,700            | 122,300           |
| Capital Purchases   | 208,970           | 162,900         | -                         | 205,800            | 166,100           |
| Other Financing Uses  | 321,850           | 359,800         | 184,214                   | 451,700            | 165,700           |
| <b>Total Expenditures &amp; Other Financing Uses:</b>       | <b>976,813</b>    | <b>893,900</b>  | <b>477,489</b>            | <b>1,047,800</b>   | <b>666,300</b>    |
| <b>Excess (Deficiency) of Funding Sources<br/>Over Uses</b> | <b>\$ 27,943</b>  | <b>\$ -</b>     | <b>\$ 249,714</b>         | <b>\$ -</b>        | <b>\$ -</b>       |
| <b>Working Capital/Available Fund Balance:</b>              |                   |                 |                           |                    |                   |
| Nonspendable  |                   |                 |                           |                    |                   |
| Prepayments   | \$ 206            |                 |                           | \$ -               | \$ -              |
| Restricted  |                   |                 |                           |                    |                   |
| Grant Proceeds  | 118,151           |                 |                           | 118,357            | 118,357           |
| <b>Ending Balance</b>                                       | <b>\$ 118,357</b> |                 |                           | <b>\$ 118,357</b>  | <b>\$ 118,357</b> |



## City of Eau Claire 2013 Adopted Program of Services

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### 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.





## City of Eau Claire 2013 Adopted Program of Services

**LANDFILL REMEDIATION**  
*Budget Summary*  
*Revenues & Expenditures*

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Charges For Services                                    | \$ 68,310              | \$ 150,000              | \$ 26,092                          | \$ 150,000                 | \$ 150,000              |
| Total Revenues & Other Financing Sources:               | <u>68,310</u>          | <u>150,000</u>          | <u>26,092</u>                      | <u>150,000</u>             | <u>150,000</u>          |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Materials & Supplies                                    | 68,310                 | 150,000                 | 26,092                             | 150,000                    | 150,000                 |
| Total Expenditures & Other Financing Uses:              | <u>68,310</u>          | <u>150,000</u>          | <u>26,092</u>                      | <u>150,000</u>             | <u>150,000</u>          |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ -</u>            | <u>\$ -</u>             | <u>\$ -</u>                        | <u>\$ -</u>                | <u>\$ -</u>             |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Beginning Balance                                       | \$ -                   |                         |                                    | \$ -                       | \$ -                    |
| Changes In Available Fund Balance                       |                        |                         |                                    |                            |                         |
| From Operations   | -                      |                         |                                    | -                          | -                       |
| <b>Ending Balance</b>                                   | <u>\$ -</u>            |                         |                                    | <u>\$ -</u>                | <u>\$ -</u>             |

City of Eau Claire, Wisconsin

# **2013 Adopted Program of Services**

November 7, 2012



## **Debt Service Funds**

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Debt Service Fund

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## City of Eau Claire 2013 Adopted Program of Services

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### 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, Health and Storm Water Utility are recorded under “Other Financing Sources”. Funding is derived from property tax collections.

According to Section 67.03 (1) of the Wisconsin Statutes, the total amount of indebtedness for any municipality shall not exceed 5% of the equalized valuation (market value) of the taxable property in the municipality. The City has approximately 60% of the total debt capacity remaining.

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

- General Obligation Bonds & Notes are issued for capital construction projects and are backed by the full faith and credit of the City.
  - Number of debt issues: 21
  - Total outstanding debt as of 12/31/2012: \$79,428,131
- Tax Incremental Bonds are issued to finance TIF District improvements in the TIF project plans. Tax Incremental Bonds are paid by segregated property taxes, but are ultimately backed by the full faith and credit of the City if incremental taxes are inadequate to meet payments.
  - Number of debt issues: 8
  - Total outstanding debt as of 12/31/2012: \$12,490,000
- Revenue Bonds are issued by the Water Utility for capital construction projects and are backed by user fees generated from operations in the enterprise.
  - Number of debt issues: 5
  - Total outstanding debt as of 12/31/2012: \$7,925,000

#### Objectives

- Provide for payment of principal and interest on general obligation debt.
- Earn interest revenue by investing available funds in accordance with the city investment policy.
- Maintain superior ratings with Standard & Poor’s and Moody’s Investor Services on bond issues.

#### Outputs

- Bi-annual payment of principal and interest due April 1<sup>st</sup> and October 1<sup>st</sup> each year.
- Work with a Financial Advisor on current and advance refundings for issues with higher interest rates.
- Monitor bond issues to insure that annual IRS Arbitrage Requirements are followed.
- Post Issuance Compliance Checklist for Governmental Bonds.



## City of Eau Claire 2013 Adopted Program of Services

**DEBT SERVICE**  
*Budget Summary*  
*Revenues & Expenditures*

| Operating Budget  | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Recommended |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                     |                     |                           |                     |                     |
| Taxes   | \$ 1,074,037        | \$ 945,800          | \$ 856,547                | \$ 945,800          | \$ 801,100          |
| Intergovernmental                                       | 4,581               | 3,400               | -                         | 3,400               | 2,700               |
| Charges For Services                                    | 42,500              | 43,100              | 12,500                    | 43,100              | 36,800              |
| Miscellaneous   | 11,432              | 10,700              | 5,596                     | 10,700              | 11,000              |
| Other Financing Sources                                 | 5,602,487           | 6,249,100           | -                         | 6,249,100           | 6,258,800           |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>6,735,037</b>    | <b>7,252,100</b>    | <b>874,643</b>            | <b>7,252,100</b>    | <b>7,110,400</b>    |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                     |                     |                           |                     |                     |
| Contractual Services                                    | 24,932              | 64,000              | 3,544                     | 64,000              | 53,900              |
| Principal-G.O. Bonds                                    | 3,629,400           | 4,178,700           | 4,178,650                 | 4,178,700           | 4,406,800           |
| Principal-S/A Bonds                                     | 1,245,000           | 1,130,000           | 1,130,000                 | 1,130,000           | 970,000             |
| Principal-Notes Payable                                 | 35,205              | 46,600              | 46,514                    | 46,600              | -                   |
| Interest-G.O. Bonds                                     | 2,249,119           | 2,279,900           | 1,188,224                 | 2,279,900           | 2,224,300           |
| Interest-S/A Bonds                                      | 205,004             | 158,600             | 90,300                    | 158,600             | 118,000             |
| Interest-Notes Payable                                  | 29,753              | 18,500              | 18,444                    | 18,500              | -                   |
| Arbitrage Rebate  | -                   | 50,000              | -                         | 50,000              | 25,000              |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>7,418,413</b>    | <b>7,926,300</b>    | <b>6,655,676</b>          | <b>7,926,300</b>    | <b>7,798,000</b>    |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ 683,376</b>   | <b>\$ (674,200)</b> | <b>\$ (5,781,033)</b>     | <b>\$ (674,200)</b> | <b>\$ (687,600)</b> |
| <b>Working Capital/Available Fund Balance:</b>          |                     |                     |                           |                     |                     |
| Restricted:   |                     |                     |                           |                     |                     |
| Debt Service  | \$ 8,225,835        |                     |                           | \$ 7,551,635        | \$ 6,864,035        |
| <b>Ending Balance</b>                                   | <b>\$ 8,225,835</b> |                     |                           | <b>\$ 7,551,635</b> | <b>\$ 6,864,035</b> |

City of Eau Claire, Wisconsin

# **2013 Adopted Program of Services**

November 7, 2012



## **Enterprise Funds**

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## City of Eau Claire 2013 Adopted Program of Services

### 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

|                          | FY 2011 | FY 2012 | FY 2013 |
|--------------------------|---------|---------|---------|
| Utilities Administrator  | 1       | 1       | 1       |
| Utilities Superintendent | 1       | 1       | 1       |
| Utilities Supervisor     | 1       | 1       | 1       |
| Water Plant Supervisor   | 1       | 1       | 1       |
| Clerk II                 | 1       | 1       | 1       |
| Operator II              | 1       | 1       | 1       |
| Service Worker II        | 2       | 2       | 2       |
| Operator I               | 8       | 8       | 8       |
| Service Worker I         | 13      | 13      | 13      |
| Total FTE Positions      | 29      | 29      | 29      |

*City Well*





## City of Eau Claire 2013 Adopted Program of Services

### WATER UTILITY Budget Summary Revenues & Expenditures

| Operating Budget  | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                     |                     |                           |                     |                     |
| Licenses & Permits                                      | \$ -                | \$ 2,000            | \$ 134                    | \$ 2,000            | \$ 2,000            |
| Fines & Forfeits  | -                   | -                   | 475                       | -                   | -                   |
| Charges For Services                                    | 8,310,252           | 8,193,100           | 3,857,601                 | 8,193,100           | 8,651,100           |
| Other Operating Revenue                                 | 269,123             | 268,000             | 48,486                    | 268,000             | 273,000             |
| Miscellaneous   | 122,506             | 119,400             | 30,286                    | 93,200              | 78,200              |
| Non-Operating Revenue                                   | 995,484             | 141,800             | 4,937                     | 141,800             | 60,700              |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>9,697,365</u>    | <u>8,724,300</u>    | <u>3,941,919</u>          | <u>8,698,100</u>    | <u>9,065,000</u>    |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                     |                     |                           |                     |                     |
| Personal Services                                       | 2,205,118           | 2,172,800           | 963,281                   | 2,172,800           | 2,290,500           |
| Contractual Services                                    | 625,786             | 382,500             | 150,245                   | 384,300             | 380,400             |
| Utilities   | 505,733             | 581,800             | 195,863                   | 581,800             | 563,700             |
| Fixed Charges   | 1,900,821           | 2,194,700           | 1,092,806                 | 2,194,700           | 2,242,700           |
| Materials & Supplies                                    | 379,940             | 479,000             | 159,617                   | 477,200             | 462,500             |
| Non-Operating Proprietary                               | 580,542             | 592,200             | 286,963                   | 592,200             | 522,000             |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>6,197,940</u>    | <u>6,403,000</u>    | <u>2,848,775</u>          | <u>6,403,000</u>    | <u>6,461,800</u>    |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ 3,499,425</u> | <u>\$ 2,321,300</u> | <u>\$ 1,093,144</u>       | <u>\$ 2,295,100</u> | <u>\$ 2,603,200</u> |
| <b>Working Capital/Available Fund Balance:</b>          |                     |                     |                           |                     |                     |
| Beginning Balance                                       | \$ 3,092,275        |                     |                           | \$ 2,918,650        | \$ 2,111,956        |
| Changes in Available Fund Balance:                      |                     |                     |                           |                     |                     |
| From Operations   | 3,499,425           |                     |                           | 2,295,100           | 2,603,200           |
| Less Non-Cash Developer Contributions                   | (910,061)           |                     |                           | -                   | -                   |
| Less Transfers to CIP                                   | (3,064,500)         |                     |                           | (2,150,000)         | (2,330,000)         |
| Less Principal on Debt                                  | (1,157,781)         |                     |                           | (1,218,100)         | (1,188,700)         |
| Change in Balance Sheet Accounts                        | 1,434,326           |                     |                           | -                   | -                   |
| Dec (Inc) In Restricted Cash                            | 24,966              |                     |                           | 266,306             | (8,800)             |
| <b>Ending Balance</b>                                   | <u>\$ 2,918,650</u> |                     |                           | <u>\$ 2,111,956</u> | <u>\$ 1,187,656</u> |



## City of Eau Claire 2013 Adopted Program of Services

### 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. – The Sewer Utility received a rating of 3.91 in 2011.
- 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.

| <b>Sewer Utility<br/>Authorized Full-Time</b> | <b>FY 2011</b> | <b>FY 2012</b> | <b>FY 2013</b> |
|---|----------------|----------------|----------------|
| Utilities Chemist                             | 1.0            | 1.0            | 1.0            |
| Wastewater Collection Superintendent          | 0.0            | 0.0            | 0.0            |
| Wastewater Plant Supervisor                   | 1.0            | 1.0            | 1.0            |
| Utilities Supervisor                          | 1.0            | 1.0            | 1.0            |
| Utilities Engineer                            | 1.0            | 1.0            | 1.0            |
| Assistant Chemist                             | 1.0            | 1.0            | 1.0            |
| Clerk II                                      | 0.5            | 0.5            | 0.5            |
| Operator II                                   | 2.0            | 2.0            | 2.0            |
| Service Worker II                             | 1.0            | 1.0            | 1.0            |
| Laboratory Technician                         | 1.0            | 1.0            | 1.0            |
| Operator I                                    | 10.0           | 10.0           | 10.0           |
| Service Worker I                              | 7.0            | 7.0            | 7.0            |
| <b>Total FTE Positions</b>                    | <b>26.5</b>    | <b>26.5</b>    | <b>26.5</b>    |





## City of Eau Claire 2013 Adopted Program of Services

### SEWER UTILITY Budget Summary Revenues & Expenditures

| Operating Budget  | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                     |                     |                           |                     |                     |
| Charges For Services                                    | \$ 7,584,042        | \$ 7,643,600        | \$ 3,843,957              | \$ 7,643,600        | \$ 7,974,600        |
| Other Operating Revenue                                 | 99,431              | 81,100              | 26,131                    | 81,100              | 81,100              |
| Miscellaneous   | 88,660              | 124,300             | 62,461                    | 124,300             | 89,800              |
| Non-Operating Revenue                                   | 472,370             | 100,900             | -                         | 100,900             | 39,700              |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>8,244,503</b>    | <b>7,949,900</b>    | <b>3,932,549</b>          | <b>7,949,900</b>    | <b>8,185,200</b>    |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                     |                     |                           |                     |                     |
| Personal Services                                       | 2,467,537           | 2,434,000           | 1,048,946                 | 2,434,000           | 2,531,800           |
| Contractual Services                                    | 969,363             | 962,800             | 357,348                   | 964,900             | 988,500             |
| Utilities   | 442,764             | 532,300             | 192,450                   | 532,300             | 481,300             |
| Fixed Charges   | 471,528             | 496,700             | 248,316                   | 495,700             | 515,200             |
| Materials & Supplies                                    | 623,567             | 786,900             | 341,738                   | 785,800             | 802,400             |
| Non-Operating Proprietary                               | 55,337              | 46,400              | 23,168                    | 46,400              | 249,400             |
| Other Financing Uses                                    | 76,400              | 33,700              | -                         | 33,700              | -                   |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>5,106,496</b>    | <b>5,292,800</b>    | <b>2,211,966</b>          | <b>5,292,800</b>    | <b>5,568,600</b>    |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ 3,138,007</b> | <b>\$ 2,657,100</b> | <b>\$ 1,720,583</b>       | <b>\$ 2,657,100</b> | <b>\$ 2,616,600</b> |
| <b>Working Capital/Available Fund Balance:</b>          |                     |                     |                           |                     |                     |
| Beginning Balance                                       | \$ 5,770,072        |                     |                           | \$ 5,592,787        | \$ 5,796,987        |
| Changes in Available Fund Balance:                      |                     |                     |                           |                     |                     |
| From Operations   | 3,138,007           |                     |                           | 2,657,100           | 2,616,600           |
| From Bond Issue   | -                   |                     |                           | -                   | 20,800,000          |
| Less Non-Cash New Construction                          | (423,927)           |                     |                           | -                   | -                   |
| Less Transfer to CIP                                    | (3,061,400)         |                     |                           | (2,400,000)         | (2,475,000)         |
| Less Bond-Funded CIP                                    | -                   |                     |                           | -                   | (20,800,000)        |
| Less Principal on Debt                                  | -                   |                     |                           | (52,900)            | (56,700)            |
| Change in Balance Sheet Accounts                        | 170,035             |                     |                           | -                   | -                   |
| Dec (Inc) in Restricted Cash                            | -                   |                     |                           | -                   | (800,000)           |
| <b>Ending Balance</b>                                   | <b>\$ 5,592,787</b> |                     |                           | <b>\$ 5,796,987</b> | <b>\$ 5,081,887</b> |



## City of Eau Claire 2013 Adopted Program of Services

### 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.
- Provide maintenance of the city storm water system at an average cost of less than \$50.00 per year per resident. (\$31.41 in 2011)
- Reviewed 46 site plans for compliance with City regulations.

#### Storm Water Utility Authorized Full-Time

Engineering Technician I

Total FTE Positions

|                          | FY 2011 | FY 2012 | FY 2013 |
|--------------------------|---------|---------|---------|
| Engineering Technician I | 1       | 1       | 1       |
| Total FTE Positions      | 1       | 1       | 1       |





## City of Eau Claire 2013 Adopted Program of Services

### STORM WATER UTILITY Budget Summary Revenues & Expenditures

| Operating Budget  | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                     |                     |                           |                     |                     |
| Charges For Services                                    | \$ 3,710,531        | \$ 3,856,600        | \$ 1,926,063              | \$ 3,856,600        | \$ 4,047,400        |
| Other Operating Revenue                                 | 28,826              | 24,000              | 8,987                     | 24,000              | 24,000              |
| Miscellaneous   | 77,760              | 52,800              | 7,496                     | 52,800              | 52,200              |
| Non-Operating Revenue                                   | 379,626             | -                   | -                         | -                   | 500                 |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>4,196,743</u>    | <u>3,933,400</u>    | <u>1,942,546</u>          | <u>3,933,400</u>    | <u>4,124,100</u>    |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                     |                     |                           |                     |                     |
| Personal Services                                       | 564,851             | 715,300             | 242,251                   | 715,300             | 747,400             |
| Contractual Services                                    | 574,260             | 625,400             | 195,386                   | 625,400             | 652,700             |
| Utilities   | 100,892             | 152,900             | 8,386                     | 152,900             | 115,900             |
| Fixed Charges   | 332,326             | 359,800             | 178,413                   | 359,800             | 374,500             |
| Materials & Supplies                                    | 25,297              | 18,300              | 10,950                    | 18,300              | 15,500              |
| Non Operating Proprietary                               | 677,124             | 758,200             | 349,960                   | 758,200             | 721,500             |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>2,274,750</u>    | <u>2,629,900</u>    | <u>985,346</u>            | <u>2,629,900</u>    | <u>2,627,500</u>    |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ 1,921,993</u> | <u>\$ 1,303,500</u> | <u>\$ 957,200</u>         | <u>\$ 1,303,500</u> | <u>\$ 1,496,600</u> |
| <b>Working Capital/Available Fund Balance:</b>          |                     |                     |                           |                     |                     |
| Beginning Balance                                       | \$ 2,731,275        |                     |                           | \$ 2,871,209        | \$ 1,503,309        |
| Changes in Available Fund Balance:                      |                     |                     |                           |                     |                     |
| From Operations   | 1,921,993           |                     |                           | 1,303,500           | 1,496,600           |
| From Bond Issue   | -                   |                     |                           | 1,500,000           | 1,000,000           |
| Less Non-Cash Developer Contributions                   | (379,626)           |                     |                           | -                   | -                   |
| Less Transfer to CIP                                    | (450,000)           |                     |                           | (1,450,000)         | (700,000)           |
| Less Bond-Funded CIP                                    | -                   |                     |                           | (1,500,000)         | (1,000,000)         |
| Less Principal Payments                                 | (1,030,600)         |                     |                           | (1,221,400)         | (1,328,300)         |
| Change in Balance Sheet Accounts                        | 78,167              |                     |                           | -                   | -                   |
| <b>Ending Balance</b>                                   | <u>\$ 2,871,209</u> |                     |                           | <u>\$ 1,503,309</u> | <u>\$ 971,609</u>   |



## City of Eau Claire 2013 Adopted Program of Services

### 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 430 parking meters.
- Maintain the parking structures for 539 parking stalls at a cost of \$200 per stall or less.

#### Parking Utility Authorized Full-Time

Skilled Worker I

Total FTE Positions

|                            | FY 2011  | FY 2012  | FY 2013  |
|----------------------------|----------|----------|----------|
| Skilled Worker I           | 1        | 1        | 1        |
| <b>Total FTE Positions</b> | <b>1</b> | <b>1</b> | <b>1</b> |





## City of Eau Claire 2013 Adopted Program of Services

**PARKING UTILITY**  
*Budget Summary*  
*Revenues & Expenditures*

| Operating Budget  | 2011<br>Actual          | 2012<br>Adopted         | 2012<br>6 Month<br>Actual | 2012<br>Projection      | 2013<br>Adopted         |
|---|-------------------------|-------------------------|---------------------------|-------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                         |                         |                           |                         |                         |
| Charges For Services                                    | \$ 217,547              | \$ 216,700              | \$ 104,096                | \$ 216,700              | \$ 221,000              |
| Total Revenues & Other Financing Sources:               | <u>217,547</u>          | <u>216,700</u>          | <u>104,096</u>            | <u>216,700</u>          | <u>221,000</u>          |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                         |                         |                           |                         |                         |
| Personal Services                                       | 73,956                  | 75,500                  | 27,389                    | 75,500                  | 79,700                  |
| Contractual Services                                    | 39,895                  | 51,800                  | 24,496                    | 51,800                  | 52,700                  |
| Utilities   | 53,946                  | 64,600                  | 29,233                    | 64,400                  | 64,600                  |
| Fixed Charges   | 9,652                   | 10,100                  | 4,050                     | 10,100                  | 9,600                   |
| Materials & Supplies                                    | 3,879                   | 4,700                   | 3,421                     | 4,900                   | 4,400                   |
| Total Expenditures & Other Financing Uses:              | <u>181,328</u>          | <u>206,700</u>          | <u>88,589</u>             | <u>206,700</u>          | <u>211,000</u>          |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b><u>\$ 36,219</u></b> | <b><u>\$ 10,000</u></b> | <b><u>\$ 15,507</u></b>   | <b><u>\$ 10,000</u></b> | <b><u>\$ 10,000</u></b> |
| <b>Working Capital/Available Fund Balance:</b>          |                         |                         |                           |                         |                         |
| Beginning Balance:                                      | \$ 689                  |                         |                           | \$ 16,878               | \$ 16,878               |
| Changes in Available Fund Balance:                      |                         |                         |                           |                         |                         |
| From Operations   | 36,219                  |                         |                           | 10,000                  | 10,000                  |
| Less Transfer to CIP                                    | (15,000)                |                         |                           | (10,000)                | (20,000)                |
| Changes in Balance Sheet Accounts                       | (5,030)                 |                         |                           | -                       | -                       |
| <b>Ending Balance</b>                                   | <b><u>\$ 16,878</u></b> |                         |                           | <b><u>\$ 16,878</u></b> | <b><u>\$ 6,878</u></b>  |



## City of Eau Claire 2013 Adopted Program of Services

### 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 for all citizens.
- Provide specialized transportation (paratransit) services to citizens who are not able to use regular bus service due to disabilities and frailties.
- Maintain and staff the shop with skilled mechanics to adequately maintain all transit vehicles.
- Operate the system in accordance with the Federal Transit Administration and Wisconsin Department of Transportation regulations to ensure receipt of state and federal funding.
- Provide bus service under cooperative and negotiated agreement contracts.

#### Outputs

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

| Public Transit<br>Authorized Full-Time | FY 2011 | FY 2012 | FY 2013 |
|--|---------|---------|---------|
| Transit Manager                        | 1.0     | 1.0     | 1.0     |
| Working Shop Supervisor                | 1.0     | 0.0     | 0.0     |
| Equipment Maintenance Supervisor       | 0.0     | 1.0     | 1.0     |
| Driver Supervisor                      | 2.0     | 2.0     | 2.5     |
| Clerical Technician                    | 1.0     | 1.0     | 0.0     |
| Account Clerk I                        | 1.0     | 1.0     | 1.0     |
| Bus Mechanic I, II, III                | 2.0     | 2.0     | 2.0     |
| Bus Operator                           | 25.0    | 25.0    | 25.0    |
| Combination Service Worker             | 2.5     | 2.5     | 2.5     |
| Part-Time Operator                     | 3.0     | 3.0     | 3.0     |
| Total FTE Positions                    | 38.5    | 38.5    | 38.0    |

| Performance Measures                |          |          |          |          |          |
|-------------------------------------|----------|----------|----------|----------|----------|
| Performance Measures                | 2006     | 2007     | 2008     | 2009     | 2010     |
| Operating expense per passenger     | \$ 2.66  | \$ 3.13  | \$ 3.35  | \$ 3.44  | \$ 3.78  |
| Operating expense per revenue hour  | \$ 69.48 | \$ 69.58 | \$ 76.25 | \$ 66.25 | \$ 75.50 |
| Passenger per revenue hour          | 26.1     | 22.2     | 22.8     | 19.3     | 20       |
| Passenger per capita                | 17.2     | 14.7     | 15       | 13.7     | 13.3     |
| Revenue hours per capita            | 0.7      | 0.7      | 0.7      | 0.7      | 0.7      |
| Passenger revenue per passenger     | \$ 0.44  | \$ 0.54  | \$ 0.62  | \$ 0.72  | \$ 0.79  |
| Passenger revenue to operating cost | 17%      | 17%      | 18%      | 21%      | 21%      |



## City of Eau Claire 2013 Adopted Program of Services

**PUBLIC TRANSIT**  
*Budget Summary*  
*Revenues & Expenditures*

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Intergovernmental                                       | \$ 8,158               | \$ 45,000               | \$ 44,498                          | \$ 45,000                  | \$ -                    |
| Fines & Forfeits  | 93                     | -                       | 70                                 | -                          | -                       |
| Charges For Services                                    | 948,618                | 966,800                 | 490,980                            | 989,800                    | 1,004,800               |
| Miscellaneous   | 48,227                 | 30,000                  | 26,341                             | 30,000                     | 40,000                  |
| Non-Operating Revenue                                   | 3,261,321              | 3,314,300               | 631,718                            | 3,323,700                  | 3,435,600               |
| Other Financing Sources                                 | 857,007                | 1,162,700               | 3,350                              | 1,130,300                  | 1,168,800               |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>5,123,424</b>       | <b>5,518,800</b>        | <b>1,196,957</b>                   | <b>5,518,800</b>           | <b>5,649,200</b>        |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Personal Services                                       | 2,746,631              | 2,699,000               | 1,178,402                          | 2,699,000                  | 2,799,500               |
| Contractual Services                                    | 1,660,190              | 1,813,600               | 832,036                            | 1,820,600                  | 1,840,600               |
| Utilities   | 6,530                  | 9,900                   | 4,005                              | 9,900                      | 10,100                  |
| Fixed Charges   | 162,017                | 167,000                 | 83,510                             | 167,000                    | 167,600                 |
| Materials & Supplies                                    | 652,669                | 785,500                 | 325,258                            | 778,500                    | 787,700                 |
| Non Operating Proprietary                               | 47,967                 | 2,500                   | 1,437                              | 2,500                      | 500                     |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>5,276,004</b>       | <b>5,477,500</b>        | <b>2,424,648</b>                   | <b>5,477,500</b>           | <b>5,606,000</b>        |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ (152,580)</b>    | <b>\$ 41,300</b>        | <b>\$ (1,227,691)</b>              | <b>\$ 41,300</b>           | <b>\$ 43,200</b>        |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Beginning Balance                                       | \$ 29,197              |                         |                                    | \$ 30,000                  | \$ 30,000               |
| Changes In Available Fund Balance:                      |                        |                         |                                    |                            |                         |
| From Operations   | (152,580)              |                         |                                    | 41,300                     | 43,200                  |
| Less Principal Payments                                 | (39,497)               |                         |                                    | (41,300)                   | (43,200)                |
| Non Cash Revenues & Expenses - Net                      | 192,880                |                         |                                    |                            |                         |
| <b>Ending Balance</b>                                   | <b>\$ 30,000</b>       |                         |                                    | <b>\$ 30,000</b>           | <b>\$ 30,000</b>        |



## City of Eau Claire 2013 Adopted Program of Services

### 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 2 indoor artificial ice rinks the size of National Hockey League (NHL) rinks and 1 artificial ice rink 80% of the size of NHL rinks, a concession stand, a club viewing area, UWEC locker rooms and coaches’ offices, 4 rentable offices, 2 meeting rooms, 4 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 and training.
- Implement use agreements and financial billing/collection systems.
- Increased hourly ice rental rates to minimize the financial subsidy by community taxpayers.
- Hosted several dry floor events.
- Added additional changing rooms in Akervik Rink.
- Completed weight training room.

#### Hobbs Municipal Ice Center Authorized Full-Time

|                            | FY 2011  | FY 2012  | FY 2013  |
|----------------------------|----------|----------|----------|
| Program Supervisor         | 1        | 1        | 1        |
| Assistant Rink Manager     | 0        | 1        | 1        |
| Skilled Worker I           | 2        | 0        | 0        |
| <b>Total FTE Positions</b> | <b>3</b> | <b>2</b> | <b>2</b> |

| Hours Rented                |              |              |              |              |              |              |              |
|-----------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Hours Rented                | 2011         | 2010         | 2009         | 2008         | 2007         | 2006         | 2005         |
| <i>Rinks</i>                |              |              |              |              |              |              |              |
| O'Brien Rink                | 1,831        | 1,727        | 1,782        | 2,139        | 2,191        | 2,120        | 1,882        |
| Akervik Rink                | 1,648        | 1,433        | 1,297        | 1,436        | 1,342        | 1,418        | 1,458        |
| Hughes                      | 1,100        | 1,179        | 120          | 108          | 28           | 16           | 85           |
| <b>Total Hours Utilized</b> | <b>4,579</b> | <b>4,339</b> | <b>3,199</b> | <b>3,683</b> | <b>3,561</b> | <b>3,554</b> | <b>3,425</b> |

| Open Skate Attendance |       |       |       |       |       |       |       |
|-----------------------|-------|-------|-------|-------|-------|-------|-------|
|                       | 2011  | 2010  | 2009  | 2008  | 2007  | 2006  | 2005  |
| Total Paid Attendance | 8,136 | 5,446 | 3,133 | 4,641 | 5,182 | 5,444 | 3,417 |





## City of Eau Claire 2013 Adopted Program of Services

**HOBBS MUNICIPAL ICE CENTER**  
**Budget Summary**  
**Revenues & Expenditures**

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Charges For Services                                    | \$ 620,916             | \$ 734,500              | \$ 337,832                         | \$ 734,500                 | \$ 718,200              |
| Miscellaneous   | 119,543                | 97,600                  | 9,689                              | 97,600                     | 71,000                  |
| Other Financing Sources                                 | 229,054                | 59,800                  | -                                  | 59,800                     | 97,100                  |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>969,513</b>         | <b>891,900</b>          | <b>347,521</b>                     | <b>891,900</b>             | <b>886,300</b>          |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Personal Services                                       | 287,650                | 226,800                 | 115,195                            | 226,800                    | 224,100                 |
| Contractual Services                                    | 71,953                 | 59,400                  | 32,811                             | 59,400                     | 64,000                  |
| Utilities   | 217,495                | 231,200                 | 145,998                            | 231,200                    | 225,800                 |
| Fixed Charges   | 9,273                  | 9,800                   | 4,843                              | 9,800                      | 9,800                   |
| Materials & Supplies                                    | 54,357                 | 55,000                  | 23,944                             | 55,000                     | 52,500                  |
| Non Operating Proprietary                               | 123,661                | 119,700                 | 59,832                             | 119,700                    | 115,100                 |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>764,389</b>         | <b>701,900</b>          | <b>382,623</b>                     | <b>701,900</b>             | <b>691,300</b>          |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ 205,124</b>      | <b>\$ 190,000</b>       | <b>\$ (35,102)</b>                 | <b>\$ 190,000</b>          | <b>\$ 195,000</b>       |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Beginning Balance                                       | \$ -                   |                         |                                    | \$ -                       | \$ -                    |
| Changes in Available Fund Balance:                      |                        |                         |                                    |                            |                         |
| From Operations   | 205,124                |                         |                                    | 190,000                    | 195,000                 |
| Payment on Advances                                     | (190,000)              |                         |                                    | (190,000)                  | (195,000)               |
| Change in Balance Sheet Accounts                        | (15,124)               |                         |                                    | -                          | -                       |
| <b>Ending Balance</b>                                   | <b>\$ -</b>            |                         |                                    | <b>\$ -</b>                | <b>\$ -</b>             |



## City of Eau Claire 2013 Adopted Program of Services

### Fairfax Municipal Pool

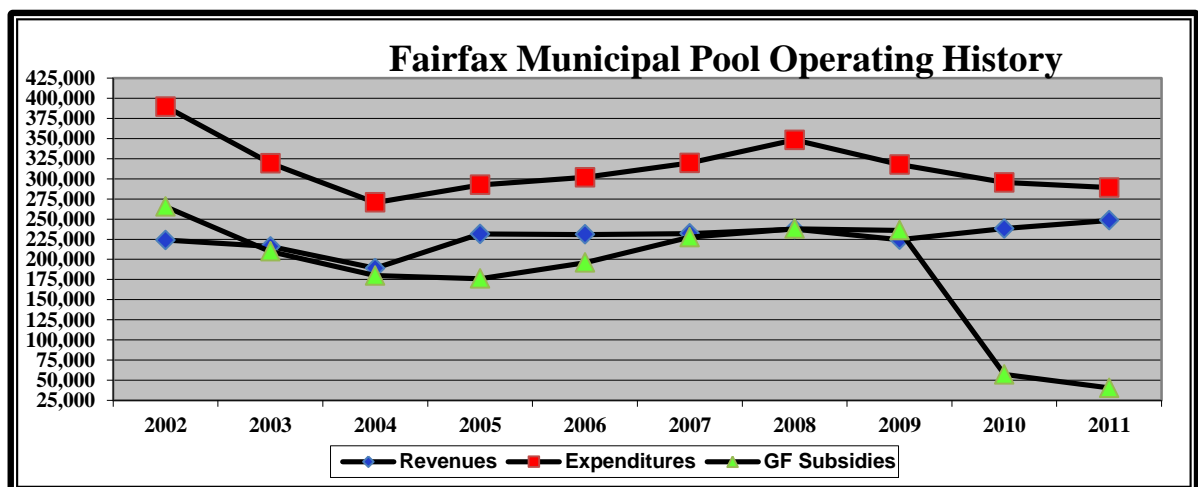
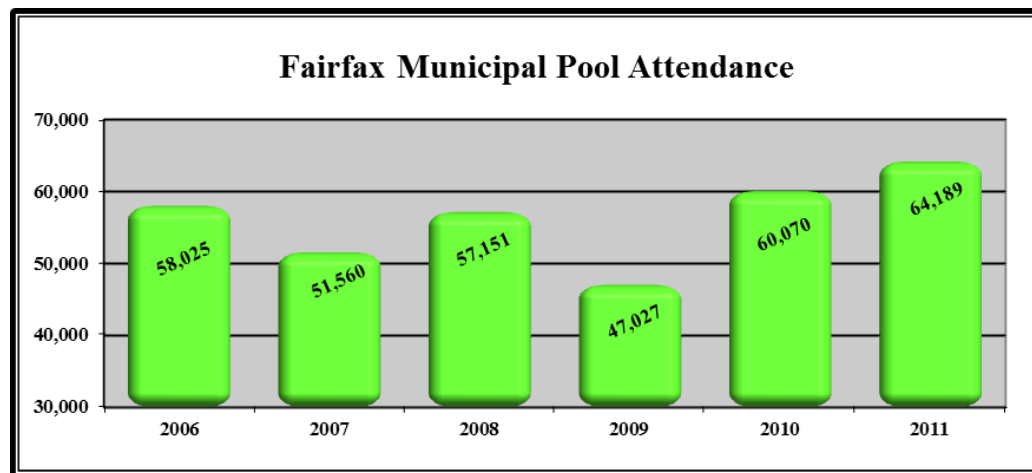
Fairfax Pool includes a 450,000-gallon main pool and a 150,000-gallon diving well, which were constructed in 1991. Features include a bathhouse, concessions stand, diving boards, raindrop, water slide, playground equipment, picnic pavilion, shaded deck area, zero depth area and a 50-meter 8-lane competitive pool. The pool uses a high rate sand filter system.

#### 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

- Provide daily hours for public swimming opportunities during the summer months.
- Provide opportunities for public rental of the pool facility.
- Repaired and maintained aging filter systems.
- Created a master plan for pool renovation and expansion and solicited stakeholder input.
- Initiated a pool filter replacement project for completion in December 2012.





## City of Eau Claire 2013 Adopted Program of Services

**FAIRFAX MUNICIPAL POOL**  
*Budget Summary*  
*Revenues & Expenditures*

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Charges For Services                                    | \$ 242,154             | \$ 230,900              | \$ 129,882                         | \$ 247,200                 | \$ 236,900              |
| Miscellaneous   | 6,235                  | 7,000                   | 5,594                              | 6,000                      | 7,000                   |
| Other Financing Sources                                 | 40,581                 | 108,600                 | -                                  | 93,300                     | 102,100                 |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>288,970</b>         | <b>346,500</b>          | <b>135,476</b>                     | <b>346,500</b>             | <b>346,000</b>          |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Personal Services                                       | 176,841                | 215,900                 | 51,336                             | 215,900                    | 217,400                 |
| Contractual Services                                    | 22,689                 | 26,400                  | 7,573                              | 23,500                     | 26,900                  |
| Utilities   | 35,087                 | 41,800                  | 4,855                              | 41,200                     | 39,200                  |
| Fixed Charges   | 6,093                  | 6,200                   | 4,144                              | 6,200                      | 6,700                   |
| Materials & Supplies                                    | 48,260                 | 56,200                  | 32,009                             | 59,700                     | 55,800                  |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>288,970</b>         | <b>346,500</b>          | <b>99,917</b>                      | <b>346,500</b>             | <b>346,000</b>          |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ -</b>            | <b>\$ -</b>             | <b>\$ 35,559</b>                   | <b>\$ -</b>                | <b>\$ -</b>             |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Beginning Balance                                       | \$ 2,688               |                         |                                    | \$ 2,688                   | \$ 2,688                |
| Changes In Available Fund Balance:                      |                        |                         |                                    |                            |                         |
| From Operations   | -                      |                         |                                    | -                          | -                       |
| Change in Balance Sheet Accounts                        | -                      |                         |                                    | -                          | -                       |
| <b>Ending Balance</b>                                   | <b>\$ 2,688</b>        |                         |                                    | <b>\$ 2,688</b>            | <b>\$ 2,688</b>         |

City of Eau Claire, Wisconsin

# **2013 Adopted Program of Services**

November 7, 2012



## **Internal Service Funds**

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| Risk Management   | G-1    |
| Central Equipment | G-3    |



# City of Eau Claire 2013 Adopted Program of Services

## Risk Management

The Risk Management Fund was formed in 1988 to stabilize the City’s insurance and risk management related costs. Premiums previously paid to insurance companies were placed in the fund. Coverage for catastrophic losses was purchased through “pooled” insurance companies formed with other Wisconsin municipalities and traditional coverage. Smaller, predictable losses are self-insured. The resulting savings have allowed the General Fund and other departments to enjoy stable or declining insurance rates for the past 23 years. The Risk Management fund handles all claims and related matters for the City of Eau Claire and L.E. Phillips Memorial Library. Certain coverage is also provided for the City-County Health Department and Housing Authority.

### Objectives

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

### Outputs

- Risk Management Events handled. (Shown on graph)
- Stable charges to other funds and departments.

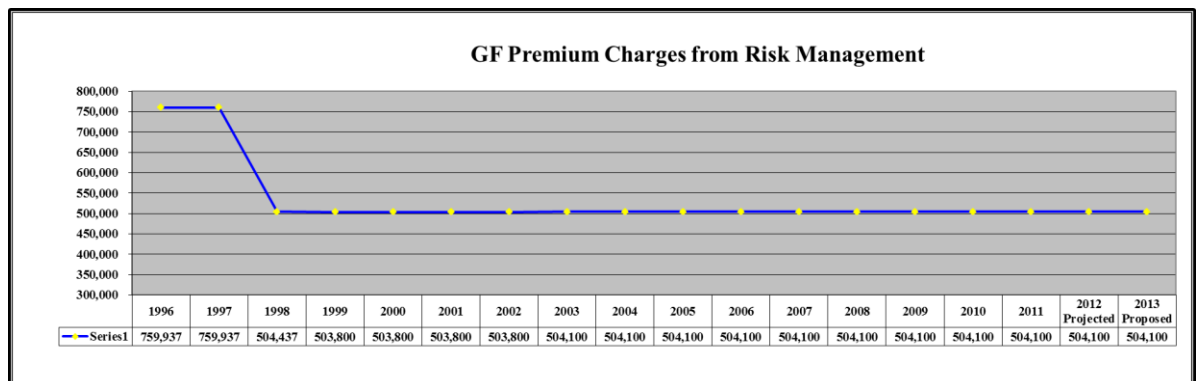


### Risk Management Authorized Full-Time

Risk Manager

Total FTE Positions

|                     | FY 2011 | FY 2012 | FY 2013 |
|---------------------|---------|---------|---------|
| Risk Manager        | 1       | 1       | 1       |
| Total FTE Positions | 1       | 1       | 1       |





## City of Eau Claire 2013 Adopted Program of Services

**RISK MANAGEMENT**  
*Budget Summary*  
**Revenues & Expenditures**

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Intergovernmental                                       | \$ -                   | \$ -                    | \$ -                               | \$ 22,500                  | \$ -                    |
| Charges For Services - Intragovernmental                | 1,644,707              | 1,715,800               | 852,150                            | 1,715,800                  | 1,802,500               |
| Other Operating Revenue                                 | 73,719                 | 70,000                  | 16,932                             | 70,000                     | 70,000                  |
| Miscellaneous   | 154,207                | 185,000                 | 25,983                             | 185,000                    | 170,000                 |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>1,872,633</b>       | <b>1,970,800</b>        | <b>895,065</b>                     | <b>1,993,300</b>           | <b>2,042,500</b>        |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Personal Services                                       | 144,300                | 153,000                 | 70,332                             | 153,000                    | 156,800                 |
| Contractual Services                                    | 23,994                 | 59,300                  | 10,662                             | 81,800                     | 51,500                  |
| Utilities   | 408                    | 400                     | 133                                | 400                        | 400                     |
| Fixed Charges   | 1,904,754              | 2,082,200               | 965,411                            | 2,082,200                  | 2,076,200               |
| Materials & Supplies                                    | 4,042                  | 6,000                   | 1,371                              | 6,000                      | 6,100                   |
| Other Financing Uses                                    | 95,000                 | 95,000                  | -                                  | 95,000                     | 95,000                  |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>2,172,498</b>       | <b>2,395,900</b>        | <b>1,047,909</b>                   | <b>2,418,400</b>           | <b>2,386,000</b>        |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ (299,865)</b>    | <b>\$ (425,100)</b>     | <b>\$ (152,844)</b>                | <b>\$ (425,100)</b>        | <b>\$ (343,500)</b>     |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Beginning Balance                                       | \$ 8,345,161           |                         |                                    | \$ 8,154,792               | \$ 7,729,692            |
| Changes in Available Fund Balance:                      |                        |                         |                                    |                            |                         |
| From Operations   | (299,865)              |                         |                                    | (425,100)                  | (343,500)               |
| Change in Balance Sheet Accounts                        | 109,496                |                         |                                    | -                          | -                       |
| <b>Ending Balance</b>                                   | <b>\$ 8,154,792</b>    |                         |                                    | <b>\$ 7,729,692</b>        | <b>\$ 7,386,192</b>     |



## City of Eau Claire 2013 Adopted Program of Services

### Central Equipment

The Central Equipment Fund is an internal service fund that is managed by the Buildings, Grounds, and Fleet (BGF) division of the Public Works Department. A parts inventory is maintained along with responsibility for the maintenance, repair and replacement of the vehicles and equipment used by Police, Fire, Parks and Public Works. The Central Equipment Fund also provides for the operation and maintenance of the Central Maintenance Facility (CMF) building complex located on Forest Street. The operation and maintenance cost for the two-way communication radio system is funded from the Central Equipment account.

#### Objectives

- Maintain the city-owned vehicles and equipment in good working condition.
- Operate an asset/fleet management system that identifies and tracks the costs, equipment usage, fuel consumption and maintenance history on all vehicles and equipment.
- Operate an appropriate inventory of automotive parts and other needed supplies.
- Replace vehicles on a systematic schedule that is done in an effective time frame.
- Maintain the CMF building and grounds complex in a cost effective manner.
- Assure the operation and reliability of the two-way radio system.

#### Outputs

- Operate and maintain fueling system in compliance with environmental regulations.
- Maintain 137,394 square feet of building at an operating cost of less than \$5.00 per square foot. (\$2.11 in 2011)
- Meet or exceed the ten American Public Works Association (APWA) fleet performance measures as a benchmark for fleet and shop operations to include the following:
  - Equipment Availability (95%)
  - Customer Service & Satisfaction
  - Cost per Mile/Hour
  - Parts Fill Rate (70%)
  - Parts Inventory Management (75%)
  - Mechanic Productivity & Efficiency
  - Preventative Maintenance (=> 50%)
  - Charge-back Rates
  - Scheduled Repair Rate (70%)
  - Number of Repair Hours

#### Central Equipment Authorized Full-Time

|                     | FY 2011 | FY 2012 | FY 2013 |
|---------------------|---------|---------|---------|
| Service Technician  | 1       | 1       | 1       |
| Clerical Technician | 0       | 0       | 1       |
| Mechanic I, III     | 5       | 5       | 5       |
| Stores Clerk        | 1       | 1       | 1       |
| Total FTE Positions | 7       | 7       | 8       |



## City of Eau Claire 2013 Adopted Program of Services

### CENTRAL EQUIPMENT Budget Summary Revenues & Expenditures

| Operating Budget  | 2011<br>Actual      | 2012<br>Adopted     | 2012<br>6 Month<br>Actual | 2012<br>Projection  | 2013<br>Adopted     |
|---|---------------------|---------------------|---------------------------|---------------------|---------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                     |                     |                           |                     |                     |
| Charges For Services - Intragovernmental                | \$ 4,144,974        | \$ 4,274,500        | \$ 1,872,042              | \$ 4,274,500        | \$ 4,335,600        |
| Miscellaneous   | 201,205             | 215,400             | 106,396                   | 215,400             | 242,200             |
| Other Financing Sources                                 | -                   | 2,000               | (12,815)                  | 2,000               | 2,000               |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <b>4,346,179</b>    | <b>4,491,900</b>    | <b>1,965,623</b>          | <b>4,491,900</b>    | <b>4,579,800</b>    |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                     |                     |                           |                     |                     |
| Personal Services                                       | 727,105             | 723,600             | 314,000                   | 723,600             | 775,500             |
| Contractual Services                                    | 362,405             | 393,200             | 110,911                   | 395,100             | 411,200             |
| Utilities   | 126,517             | 210,900             | 67,482                    | 210,900             | 192,100             |
| Fixed Charges   | 120,672             | 160,800             | 79,157                    | 160,800             | 160,800             |
| Materials & Supplies                                    | 1,454,647           | 1,441,800           | 684,851                   | 1,439,900           | 1,521,500           |
| Non Operating Proprietary                               | 7,295               | -                   | 14,177                    | -                   | -                   |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <b>2,798,641</b>    | <b>2,930,300</b>    | <b>1,270,578</b>          | <b>2,930,300</b>    | <b>3,061,100</b>    |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <b>\$ 1,547,538</b> | <b>\$ 1,561,600</b> | <b>\$ 695,045</b>         | <b>\$ 1,561,600</b> | <b>\$ 1,518,700</b> |
| <b>Working Capital/Available Fund Balance:</b>          |                     |                     |                           |                     |                     |
| Beginning Balance                                       | \$ 3,763,566        |                     |                           | \$ 3,741,454        | \$ 4,010,254        |
| Changes In Available Fund Balance:                      |                     |                     |                           |                     |                     |
| From Operations   | 1,547,538           |                     |                           | 1,561,600           | 1,518,700           |
| Transfer to CIP   | (1,663,400)         |                     |                           | (1,081,300)         | (1,157,000)         |
| Transfer to CIP-Fire Equipment                          | (49,800)            |                     |                           | (211,500)           | (218,200)           |
| Non-cash Revenues & Expenses-net                        | 137,625             |                     |                           | -                   | -                   |
| Change in Balance Sheet Accounts                        | 5,925               |                     |                           | -                   | -                   |
| <b>Ending Balance</b>                                   | <b>\$ 3,741,454</b> |                     |                           | <b>\$ 4,010,254</b> | <b>\$ 4,153,754</b> |



City of Eau Claire, Wisconsin

# **2013 Adopted Program of Services**

November 7, 2012



## **Component Units**

| Table of Contents                                      | Page # |
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| South Barstow Business Improvement District #1         | H-3    |
| West Grand Business Improvement District #2            | H-5    |
| Water Street Business Improvement District #3          | H-7    |
| North Barstow/Medical Business Improvement District #4 | H-9    |



# City of Eau Claire 2013 Adopted Program of Services

## Redevelopment Authority (RDA)

### Redevelopment Areas

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.

\* West Bank Redevelopment Area

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

\* North Barstow Redevelopment Area

### Objectives

\* Lake Shore School Redevelopment Area

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

\* SOO Line Depot Redevelopment Area

### Outputs – West Bank Redevelopment Area

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

\* West Madison Street Redevelopment Area

### 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 2008, \$10 million Phoenix Parkside LLC mixed-use development (including Midelfort Pharmacy & Home Medical).
- 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 – 4,000 square feet of commercial space and 28 apartments - \$1.5 million in building valuation.
- In 2011, Wisconsin Street Associates, LLC completed a mixed-use building with 27 loft apartments on Wisconsin Street.
- In 2011, Riverfront Terrace LLC purchased vacant land at Wisconsin Street/Riverfront Terrace for the site of two multi-family residential apartment buildings. The buildings were expected to have 51 total units, and to be valued at approximately \$3 million upon completion.
- In 2012, Riverfront Terrace LLC finished construction and opened its 51 residential units.

*Riverfront Terrace LLC  
Corner of Riverfront Terrace  
and Wisconsin Streets*





## City of Eau Claire 2013 Adopted Program of Services

**REDEVELOPMENT AUTHORITY**  
**Budget Summary**  
**Revenues & Expenditures**

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Miscellaneous   | \$ 1,872               | \$ -                    | \$ -                               | \$ -                       | \$ -                    |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>1,872</u>           | <u>-</u>                | <u>-</u>                           | <u>-</u>                   | <u>-</u>                |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Contractual Services                                    | 7,639                  | 14,300                  | 2,361                              | 14,300                     | 14,300                  |
| Utilities   | 38                     | 500                     | -                                  | 500                        | 500                     |
| Fixed Charges   | 633                    | 800                     | -                                  | 800                        | 800                     |
| Materials & Supplies                                    | 105                    | 100                     | 62                                 | 100                        | 100                     |
| Contributions & Other Payments                          | -                      | -                       | 25,139                             | 25,200                     | -                       |
| Non Operating Proprietary                               | 156,117                | 60,000                  | -                                  | 60,000                     | 60,000                  |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>164,532</u>         | <u>75,700</u>           | <u>27,562</u>                      | <u>100,900</u>             | <u>75,700</u>           |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ (162,660)</u>    | <u>\$ (75,700)</u>      | <u>\$ (27,562)</u>                 | <u>\$ (100,900)</u>        | <u>\$ (75,700)</u>      |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Beginning Balance                                       | \$ 91,120              |                         |                                    | \$ 109,369                 | \$ 68,469               |
| Changes in Available Fund Balance:                      |                        |                         |                                    |                            |                         |
| From Operations   | (162,660)              |                         |                                    | (100,900)                  | (75,700)                |
| Developer Installment                                   | 60,000                 |                         |                                    | 60,000                     | 60,000                  |
| Non-cash Revenue & Expense-Net                          | 95,909                 |                         |                                    | -                          | -                       |
| Change in Balance Sheet Accounts                        | 25,000                 |                         |                                    | -                          | -                       |
| <b>Ending Balance</b>                                   | <u>\$ 109,369</u>      |                         |                                    | <u>\$ 68,469</u>           | <u>\$ 52,769</u>        |



## City of Eau Claire 2013 Adopted Program of Services

### South Barstow Business Improvement District

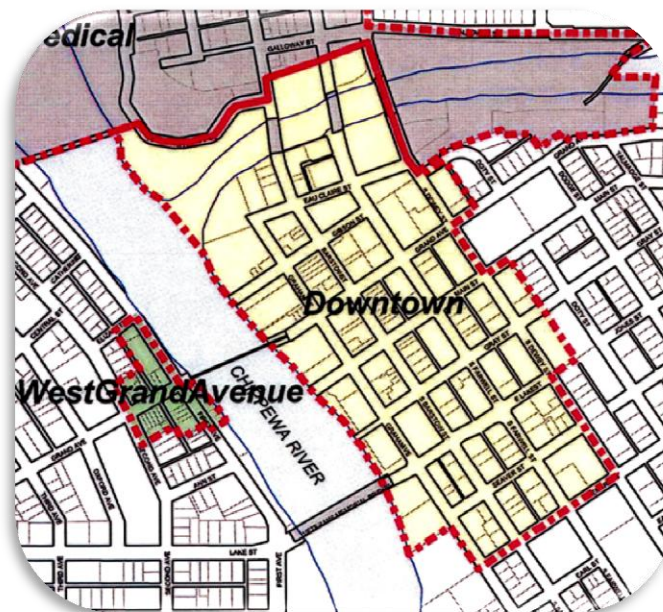
The South Barstow (formerly Downtown) Business Improvement District (BID) was created in 1984 to allow business and property owners to develop, manage and promote downtown Eau Claire and to establish an assessment method to fund these activities. The district has been in existence for 29 years. A 15-member 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, 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 2013 Adopted Program of Services



### SOUTH BARSTOW BID #1 Budget Summary Revenues & Expenditures

|   | 2011<br>Actual    | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|-------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Operating Budget</b>                                 |                   |                   |                           |                    |                   |
| <b>Revenues &amp; Other Financing Sources:</b>          |                   |                   |                           |                    |                   |
| Taxes   | \$ 80,000         | \$ 80,000         | \$ 80,000                 | \$ 80,000          | \$ 80,000         |
| Miscellaneous   | 950               | -                 | 510                       | -                  | 800               |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>80,950</u>     | <u>80,000</u>     | <u>80,510</u>             | <u>80,000</u>      | <u>80,800</u>     |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                   |                   |                           |                    |                   |
| Contractual Services                                    | 24,034            | 17,000            | 5,097                     | 17,000             | 17,000            |
| Utilities   | 17,677            | 17,000            | 6,086                     | 17,000             | 17,000            |
| Fixed Charges   | 430               | -                 | -                         | 400                | 400               |
| Materials & Supplies                                    | 14,655            | 19,000            | 10,169                    | 18,600             | 18,600            |
| Other Financing Uses                                    | 33,500            | 31,000            | 15,500                    | 31,000             | 31,000            |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>90,296</u>     | <u>84,000</u>     | <u>36,852</u>             | <u>84,000</u>      | <u>84,000</u>     |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ (9,346)</u> | <u>\$ (4,000)</u> | <u>\$ 43,658</u>          | <u>\$ (4,000)</u>  | <u>\$ (3,200)</u> |
| <b>Working Capital/Available Fund Balance:</b>          |                   |                   |                           |                    |                   |
| Restricted  |                   |                   |                           |                    |                   |
| South Barstow BID                                       | \$ 73,612         |                   |                           | \$ 69,612          | \$ 66,412         |
| <b>Ending Balance</b>                                   | <u>\$ 73,612</u>  |                   |                           | <u>\$ 69,612</u>   | <u>\$ 66,412</u>  |





## City of Eau Claire 2013 Adopted Program of Services

### West Grand Business Improvement District

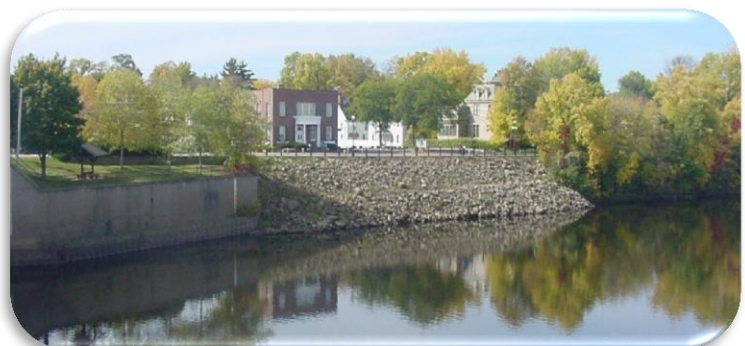
The West Grand Avenue Business District was created in 1987 to allow business and property owners in the West Grand Avenue business community to develop, manage and promote their business district and to establish an assessment method to fund these activities. The West Grand Avenue BID comprises the 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 2013 Adopted Program of Services

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

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b> | <b>2012<br/>Adopted</b> | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b> |
|---|------------------------|-------------------------|------------------------------------|----------------------------|-------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                        |                         |                                    |                            |                         |
| Taxes   | \$ 11,500              | \$ 13,000               | \$ 13,000                          | \$ 13,000                  | \$ 13,000               |
| Miscellaneous   | 120                    | -                       | 50                                 | -                          | 100                     |
| Non-Operating Revenue                                   | 1,667                  | 1,700                   | 972                                | 1,700                      | 1,400                   |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>13,287</u>          | <u>14,700</u>           | <u>14,022</u>                      | <u>14,700</u>              | <u>14,500</u>           |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                        |                         |                                    |                            |                         |
| Contractual Services                                    | 13,583                 | 15,800                  | 7,458                              | 15,800                     | 15,800                  |
| Other Financing Uses                                    | 1,200                  | 1,200                   | 600                                | 1,200                      | 1,200                   |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>14,783</u>          | <u>17,000</u>           | <u>8,058</u>                       | <u>17,000</u>              | <u>17,000</u>           |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ (1,496)</u>      | <u>\$ (2,300)</u>       | <u>\$ 5,964</u>                    | <u>\$ (2,300)</u>          | <u>\$ (2,500)</u>       |
| <b>Working Capital/Available Fund Balance:</b>          |                        |                         |                                    |                            |                         |
| Restricted  |                        |                         |                                    |                            |                         |
| West Grand BID  | \$ 8,167               |                         |                                    | \$ 5,867                   | \$ 3,367                |
| <b>Ending Balance</b>                                   | <u>\$ 8,167</u>        |                         |                                    | <u>\$ 5,867</u>            | <u>\$ 3,367</u>         |



## City of Eau Claire 2013 Adopted Program of Services

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### 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's activities.

#### 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 2013 Adopted Program of Services

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

| <b>Operating Budget</b>                                 | <b>2011<br/>Actual</b>  | <b>2012<br/>Adopted</b>   | <b>2012<br/>6 Month<br/>Actual</b> | <b>2012<br/>Projection</b> | <b>2013<br/>Adopted</b>   |
|---|-------------------------|---------------------------|------------------------------------|----------------------------|---------------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                         |                           |                                    |                            |                           |
| Taxes   | \$ 9,500                | \$ 9,500                  | \$ 9,500                           | \$ 9,500                   | \$ 10,000                 |
| Miscellaneous   | 2,315                   | 400                       | 1,600                              | 400                        | 400                       |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>11,815</u>           | <u>9,900</u>              | <u>11,100</u>                      | <u>9,900</u>               | <u>10,400</u>             |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                         |                           |                                    |                            |                           |
| Contractual Services                                    | 6,844                   | 41,900                    | 6,878                              | 11,900                     | 42,400                    |
| Fixed Charges   | 287                     | -                         | 260                                | 300                        | 300                       |
| Materials & Supplies                                    | -                       | 900                       | -                                  | 600                        | 600                       |
| Other Financing Uses                                    | 2,700                   | 2,700                     | 1,350                              | 2,700                      | 2,700                     |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>9,831</u>            | <u>45,500</u>             | <u>8,488</u>                       | <u>15,500</u>              | <u>46,000</u>             |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u><b>\$ 1,984</b></u>  | <u><b>\$ (35,600)</b></u> | <u><b>\$ 2,612</b></u>             | <u><b>\$ (5,600)</b></u>   | <u><b>\$ (35,600)</b></u> |
| <b>Working Capital/Available Fund Balance:</b>          |                         |                           |                                    |                            |                           |
| Restricted  |                         |                           |                                    |                            |                           |
| Water Street BID  | \$ 46,608               |                           |                                    | \$ 41,008                  | \$ 5,408                  |
| <b>Ending Balance</b>                                   | <u><b>\$ 46,608</b></u> |                           |                                    | <u><b>\$ 41,008</b></u>    | <u><b>\$ 5,408</b></u>    |



## City of Eau Claire 2013 Adopted Program of Services

### 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 2013 Adopted Program of Services

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

| Operating Budget  | 2011<br>Actual     | 2012<br>Adopted   | 2012<br>6 Month<br>Actual | 2012<br>Projection | 2013<br>Adopted   |
|---|--------------------|-------------------|---------------------------|--------------------|-------------------|
| <b>Revenues &amp; Other Financing Sources:</b>          |                    |                   |                           |                    |                   |
| Taxes   | \$ 44,000          | \$ 44,000         | \$ 44,000                 | \$ 44,000          | \$ 44,000         |
| Miscellaneous   | 1,440              | 1,200             | 520                       | 1,200              | 1,000             |
| Non-Operating Revenue                                   | 633                | 600               | 317                       | 600                | 500               |
| <b>Total Revenues &amp; Other Financing Sources:</b>    | <u>46,073</u>      | <u>45,800</u>     | <u>44,837</u>             | <u>45,800</u>      | <u>45,500</u>     |
| <b>Expenditures &amp; Other Financing Uses:</b>         |                    |                   |                           |                    |                   |
| Contractual Services                                    | 1,599              | 5,100             | 2,847                     | 5,100              | 20,100            |
| Fixed Charges   | -                  | 400               | -                         | 400                | 400               |
| Materials & Supplies                                    | -                  | 41,000            | 7,500                     | 41,000             | 16,000            |
| Other Financing Uses                                    | 107,500            | 7,500             | 3,750                     | 7,500              | 7,500             |
| <b>Total Expenditures &amp; Other Financing Uses:</b>   | <u>109,099</u>     | <u>54,000</u>     | <u>14,097</u>             | <u>54,000</u>      | <u>44,000</u>     |
| <b>Excess (Deficiency) of Funding Sources over Uses</b> | <u>\$ (63,026)</u> | <u>\$ (8,200)</u> | <u>\$ 30,740</u>          | <u>\$ (8,200)</u>  | <u>\$ 1,500</u>   |
| <b>Working Capital/Available Fund Balance:</b>          |                    |                   |                           |                    |                   |
| Restricted  |                    |                   |                           |                    |                   |
| North Barstow BID                                       | \$ 152,906         |                   |                           | \$ 144,706         | \$ 146,206        |
| <b>Ending Balance</b>                                   | <u>\$ 152,906</u>  |                   |                           | <u>\$ 144,706</u>  | <u>\$ 146,206</u> |

City of Eau Claire, Wisconsin

# **2013 Adopted Program of Services**

November 7, 2012



## **Policies**

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Budget & Financial Management Policies

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# City of Eau Claire

## Budget & Financial Management Policies

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### 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 with 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 showing the type of appropriation .

#### *Lapsing Appropriations*

- |  |                                      |
|--|--------------------------------------|
| General Fund                           | Storm Water Utility                  |
| Economic Development                   | Parking Utility                      |
| Community Enhancement                  | Public Transit                       |
| Downtown Fund                          | Hobbs Municipal Ice Center           |
| Cemetery Maintenance                   | Fairfax Municipal Pool               |
| Hazardous Materials Response           | Risk Management                      |
| L. E. Phillips Memorial 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 2013 Adopted Program of Services

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## **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 5-year capital improvement program, which will be reviewed and updated annually.

The complete 5-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 investment 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 2013 Adopted Program of Services

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## 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. The room tax rate is proposed to remain at 8% in 2013.

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

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

The Recreation division shall charge rental or 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.

The City will maintain a working capital reserve equal to 10% of the Adopted General Fund Budget to provide funds for reasonable cash flow needs. This reserve will also be used when the City encounters unforeseen emergencies such as storms, floods, severe unexpected increases in service costs or decreases in revenue, or other situations that are determined to be emergency situations by the City Council.

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.

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 fund will include taxes generated by incremental property values within the district, special assessments, interest on cash balances and General Fund transfers, if required.

# City of Eau Claire 2013 Adopted Program of Services

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## INVESTMENT POLICIES

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

### Short-Term Funds

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

### Long-Term Funds

- Funds that are available for 30 days or longer may be placed in certificates of deposit with local financial institutions, Treasury Bills and other Federal securities in the State maintained Local Government Investment Pool or any other instrument listed in Wisconsin Statute §66.0603(1m). With the exception of US Treasury securities and authorized pools, no more than 50% of the City's total investment portfolio will be invested in a single security type or with a single financial institution.
- Bank deposits are secured by Federal Depository Insurance Corporation and by the State Deposit Guarantee Fund up to \$650,000. Amounts over \$650,000 are guaranteed by perfected collateral pledges equal to at least 100% of deposits. These securities are pledged in the City's name and held by the bank's Trust Department.

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

The City will confine long-term borrowing to capital improvements and refinancing of other long-term obligations.

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

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

The City will use "pay as you go" financing to fund general capital projects whenever feasible.

Section §67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5% of the equalized valuation of the taxable property in the municipality. The City Council has further set an internal debt limit of 70% of the maximum amount allowed by the State Statutes.

## SPECIAL ASSESSMENT POLICIES

### General Policy

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

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



# City of Eau Claire 2013 Adopted Program of Services

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## **SPECIAL ASSESSMENT POLICIES (Continued)**

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

### **Special Assessments Levied Over Ten Years**

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

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

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

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

### **Special Assessments Levied Over Five Years**

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.

# City of Eau Claire 2013 Adopted Program of Services

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## **PURCHASING POLICIES**

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

The methods of source selection are as follows:

### Large Purchase

- Competitive sealed bidding must be used for Public Works projects exceeding \$25,000 and other purchases of \$30,000 or greater. This process shall consist of:

- Invitation for bids
- Public notice
- Bid opening
- Bid acceptance and bid evaluation
- Bid award - City Council authorization

### Small Purchase

- Other than Public Works projects, procurements less than \$30,000 must follow Purchasing Guidelines and City Ordinance. 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 Agent, 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.

### Competitive Sealed Proposals

- May be used for purchasing services or at other appropriate times.

### Cooperative Purchasing

- May use cooperative contracts without regard to 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 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.

# City of Eau Claire 2013 Adopted Program of Services

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## PENSION FUNDING AND REPORTING POLICIES (Continued)

The City pays the employee's contribution for members of the Transit union, Local 1310 and for the Police and Fire as a negotiated benefit. All Police and Fire personnel hired after June 29, 2011 are required to pay the employee contribution. As part of the State Budget Bill enacted in June 2011, all other employees that are classified as *General* 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 2013 rates are as follows:

|                       | <u>General</u> | <u>Police</u> | <u>Fire</u>   |
|-----------------------|----------------|---------------|---------------|
| Employee Contribution | 6.65%          | 6.65%         | 6.65%         |
| City Contribution     | <u>6.65%</u>   | <u>16.35%</u> | <u>18.95%</u> |
| Total                 | <u>13.30%</u>  | <u>23.00%</u> | <u>25.60%</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, 2011, was approximately \$247,566 all of which relates to prior service. The estimated remaining period of amortization is 15 years and will be paid through annual operating appropriations.

### Post-Retirement Benefits

- In addition to providing pension benefits, the City provides certain health care benefits for retired employees. Substantially all 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 2013 the costs are estimated at \$1,578,100. 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, 2012.

## 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, 2011 is shown on the following table:

|                            |                    |
|----------------------------|--------------------|
| Unused vacation pay        | \$2,545,930        |
| Compensatory time          | <u>110,571</u>     |
| Total compensated absences | <u>\$2,656,501</u> |

The estimated current portion of these costs has been included in the 2013 Recommended Budget.

# **City of Eau Claire 2013 Adopted Program of Services**

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## **ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICIES**

Monthly financial reports will be submitted to the City Council.

An annual budget for all operating funds will be prepared.

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

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

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

## **SPECIAL EVENTS POLICIES - INSURANCE REQUIREMENT**

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

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

## **RISK MANAGEMENT POLICY**

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

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

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

In 1992, the City also became self-insured for workers' compensation claims. The City retains the first \$400,000 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

# 2013 Adopted Program of Services

November 7, 2012



## Budget Summaries

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City of Eau Claire



Gross Tax Levy for Each Taxing Entity

Real and personal property taxes are levied in November by the City Council in conjunction with the adoption of the annual budget for the ensuing fiscal year beginning January 1. Levies are based on assessed property values certified on January 1 of the prior year and become a lien on the property at the beginning of the fiscal year. Real estate taxes may be paid in full by January 31 or in two installments; the first half due on or before January 31 and the second half due on or before July 31. The following tables include:

- Gross Tax Levy for Each Taxing Entity in the City of Eau Claire (2009-2013)
- Tax Rate per \$1,000 of Assessed Value for each county and school district located in the City of Eau Claire
- Assessed Value Compared to Equalized Value in the City of Eau Claire

**Tax Levy Summary**

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

| <u>Gross Tax Levy</u>                                      | <u>2009</u>                 | <u>2010</u>                 | <u>2011</u>                 | <u>2012</u>                 | <u>2013</u>                 |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| City of Eau Claire   | \$ 26,300,700               | \$ 27,815,400               | \$ 29,303,200               | \$ 30,360,300               | \$ 30,741,800               |
| Public Library   | 2,825,000                   | 2,833,500                   | 2,866,700                   | 2,891,300                   | 2,891,000                   |
| City-County Health   | 1,656,500                   | 1,670,500                   | 1,695,500                   | 1,694,700                   | 1,691,400                   |
| Eau Claire School District                                 | 37,511,309                  | 40,408,362                  | 41,544,618                  | 42,372,961                  | 41,722,977                  |
| Chippewa School District                                   | 32,676                      | 30,710                      | 49,380                      | 50,346                      | 51,230                      |
| Altoona School District                                    | 120,775                     | 126,427                     | 120,609                     | 127,383                     | 129,702                     |
| Vocational District  | 6,638,734                   | 7,065,498                   | 7,300,265                   | 7,285,362                   | 7,323,429                   |
| Eau Claire County  | 13,824,281                  | 14,330,198                  | 14,213,497                  | 14,386,307                  | 14,486,217                  |
| State Forestry Tax -<br>Eau Claire County                  | 694,761                     | 704,164                     | 689,421                     | 693,611                     | 689,851                     |
| Chippewa County<br>State Forestry Tax -<br>Chippewa County | 465,297                     | 497,644                     | 533,228                     | 541,911                     | 567,492                     |
| TIF District #5  | 488,053                     | 518,868                     | 685,583                     | 718,365                     | 943,551                     |
| TIF District #6  | 236,175                     | 248,081                     | -                           | -                           | -                           |
| TIF District #7  | 131,980                     | 144,263                     | 141,109                     | 125,573                     | 132,282                     |
| TIF District #8  | 394,738                     | 498,863                     | 606,341                     | 639,257                     | 697,864                     |
| TIF District #9  | -                           | 49,579                      | 120,195                     | 55,084                      | 52,856                      |
| <b>Gross Tax Levy</b>                                      | <b><u>91,348,306</u></b>    | <b><u>96,970,336</u></b>    | <b><u>99,897,169</u></b>    | <b><u>101,969,670</u></b>   | <b><u>102,148,592</u></b>   |
| Less - State Credit:<br>Eau Claire County                  | 6,876,586                   | 6,559,182                   | 6,431,320                   | 6,374,019                   | 6,452,952                   |
| Chippewa County  | 260,869                     | 245,476                     | 241,342                     | 244,719                     | 253,765                     |
| Total Credit   | <u>7,137,455</u>            | <u>6,804,658</u>            | <u>6,672,662</u>            | <u>6,618,738</u>            | <u>6,706,717</u>            |
| <b>Net Tax Levy</b>  | <b><u>\$ 84,210,851</u></b> | <b><u>\$ 90,165,678</u></b> | <b><u>\$ 93,224,507</u></b> | <b><u>\$ 95,350,932</u></b> | <b><u>\$ 95,441,875</u></b> |
| <b>City as a Percentage of<br/>the Gross Levy</b>          | <b><u>28.79%</u></b>        | <b><u>28.68%</u></b>        | <b><u>29.33%</u></b>        | <b><u>29.77%</u></b>        | <b><u>30.10%</u></b>        |

City of Eau Claire



Tax Rates per \$1,000 Assessed Value

**Tax Rates**

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

**Tax Rate per \$1,000 of Assessed Value**

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

|   | <u>2009</u>   | <u>2010</u>   | <u>2011</u>   | <u>2012</u>   | <u>2013</u>   |
|---|---------------|---------------|---------------|---------------|---------------|
| City of Eau Claire                          | 6.084         | 6.321         | 6.934         | 7.141         | 7.168         |
| Public Library                              | 0.653         | 0.644         | 0.679         | 0.680         | 0.674         |
| City-County Health                          | 0.383         | 0.379         | 0.401         | 0.399         | 0.394         |
| Eau Claire Area School District             | 8.714         | 9.219         | 9.876         | 10.012        | 9.772         |
| Vocational District                         | 1.535         | 1.606         | 1.728         | 1.714         | 1.707         |
| Eau Claire County                           | 3.316         | 3.379         | 3.499         | 3.518         | 3.511         |
| State Forestry                              | 0.165         | 0.164         | 0.167         | 0.167         | 0.164         |
| <b>Gross Tax Rate</b>                       | <b>20.850</b> | <b>21.712</b> | <b>23.284</b> | <b>23.631</b> | <b>23.390</b> |
| School Credit                               | 1.630         | 1.527         | 1.558         | 1.534         | 1.535         |
| <b>Net Tax Rate -<br/>Eau Claire County</b> | <b>19.220</b> | <b>20.185</b> | <b>21.726</b> | <b>22.097</b> | <b>21.855</b> |

**Property Located in Eau Claire County  
(Altoona School District)**

|   | <u>2009</u>   | <u>2010</u>   | <u>2011</u>   | <u>2012</u>   | <u>2013</u>   |
|---|---------------|---------------|---------------|---------------|---------------|
| City of Eau Claire                          | 6.084         | 6.321         | 6.934         | 7.141         | 7.168         |
| Public Library                              | 0.653         | 0.644         | 0.679         | 0.680         | 0.674         |
| City-County Health                          | 0.383         | 0.379         | 0.401         | 0.399         | 0.394         |
| Altoona School District                     | 8.533         | 8.931         | 8.859         | 9.271         | 9.344         |
| Vocational District                         | 1.535         | 1.606         | 1.728         | 1.714         | 1.707         |
| Eau Claire County                           | 3.316         | 3.379         | 3.499         | 3.518         | 3.511         |
| State Forestry                              | 0.165         | 0.164         | 0.167         | 0.167         | 0.164         |
| <b>Gross Tax Rate</b>                       | <b>20.669</b> | <b>21.424</b> | <b>22.267</b> | <b>22.890</b> | <b>22.962</b> |
| School Credit                               | 1.630         | 1.527         | 1.558         | 1.534         | 1.535         |
| <b>Net Tax Rate -<br/>Eau Claire County</b> | <b>19.039</b> | <b>19.897</b> | <b>20.709</b> | <b>21.356</b> | <b>21.427</b> |

# City of Eau Claire 2013 Adopted Program of Services

## Tax Rates

### Tax Rate Per \$1,000 of Assessed Value

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

|   | <u>2009</u>          | <u>2010</u>          | <u>2011</u>          | <u>2012</u>          | <u>2013</u>          |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| City of Eau Claire                        | 6.135                | 6.464                | 7.086                | 7.210                | 7.175                |
| Public Library                            | 0.659                | 0.658                | 0.693                | 0.687                | 0.675                |
| City-County Health                        | 0.386                | 0.388                | 0.410                | 0.402                | 0.395                |
| Eau Claire Area School District           | 8.787                | 9.428                | 10.081               | 10.108               | 9.749                |
| Vocational District                       | 1.549                | 1.642                | 1.765                | 1.730                | 1.709                |
| Chippewa County                           | 3.044                | 3.166                | 3.307                | 3.357                | 3.461                |
| State Forestry                            | 0.166                | 0.168                | 0.171                | 0.168                | 0.164                |
| <b>Gross Tax Rate</b>                     | <u>20.726</u>        | <u>21.914</u>        | <u>23.513</u>        | <u>23.662</u>        | <u>23.328</u>        |
| School Credit                             | <u>1.586</u>         | <u>1.455</u>         | <u>1.496</u>         | <u>1.516</u>         | <u>1.547</u>         |
| <b>Net Tax Rate -<br/>Chippewa County</b> | <u><b>19.140</b></u> | <u><b>20.459</b></u> | <u><b>22.017</b></u> | <u><b>22.146</b></u> | <u><b>21.781</b></u> |

**Property Located in Chippewa County**  
(Chippewa Area School District)

|   | <u>2009</u>          | <u>2010</u>          | <u>2011</u>          | <u>2012</u>          | <u>2013</u>          |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| City of Eau Claire                        | 6.135                | 6.464                | 7.086                | 7.210                | 7.175                |
| Public Library                            | 0.659                | 0.658                | 0.693                | 0.687                | 0.675                |
| City-County Health                        | 0.386                | 0.388                | 0.410                | 0.402                | 0.395                |
| Chippewa School District                  | 7.403                | 8.335                | 8.957                | 9.079                | 10.285               |
| Vocational District                       | 1.548                | 1.642                | 1.765                | 1.730                | 1.709                |
| Chippewa County                           | 3.044                | 3.166                | 3.307                | 3.357                | 3.461                |
| State Forestry                            | 0.166                | 0.168                | 0.171                | 0.168                | 0.164                |
| <b>Gross Tax Rate</b>                     | <u>19.341</u>        | <u>20.821</u>        | <u>22.389</u>        | <u>22.633</u>        | <u>23.864</u>        |
| School Credit                             | <u>1.586</u>         | <u>1.455</u>         | <u>1.496</u>         | <u>1.516</u>         | <u>1.547</u>         |
| <b>Net Tax Rate -<br/>Chippewa County</b> | <u><b>17.755</b></u> | <u><b>19.366</b></u> | <u><b>20.893</b></u> | <u><b>21.117</b></u> | <u><b>22.317</b></u> |



City of Eau Claire



Assessed Value Compared to Equalized Value

**Assessed & Equalized Value**

| City of Eau Claire<br>Assessed Value Compared to Equalized Value |                     |                     |                     |                     |                     |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
|  | 2009                | 2010                | 2011                | 2012                | 2013                |
| <b>Assessed Value (000's)</b>                                    |                     |                     |                     |                     |                     |
| Eau Claire County  | \$ 4,167,928        | \$ 4,239,310        | \$ 4,063,249        | \$ 4,086,905        | \$ 4,124,782        |
| Chippewa County  | 152,642             | 156,918             | 161,253             | 161,397             | 163,972             |
| Subtotal   | 4,320,570           | 4,396,228           | 4,224,502           | 4,248,302           | 4,288,754           |
| TIF District #5  | 25,255              | 24,944              | 28,547              | 30,650              | 40,112              |
| TIF District #6  | 11,899              | 11,802              | -                   | -                   | -                   |
| TIF District #7  | 6,209               | 6,312               | 5,847               | 5,618               | 5,721               |
| TIF District #8  | 18,801              | 22,400              | 25,584              | 28,246              | 30,502              |
| TIF District #9  | -                   | 3,413               | 5,249               | 2,655               | 2,678               |
| <b>Total Assessed Value</b>                                      | <b>\$ 4,382,734</b> | <b>\$ 4,465,099</b> | <b>\$ 4,289,729</b> | <b>\$ 4,315,471</b> | <b>\$ 4,367,767</b> |
| <b>Equalized Value (000's)</b>                                   |                     |                     |                     |                     |                     |
| Eau Claire County  | \$ 4,046,291        | \$ 4,095,005        | \$ 3,996,335        | \$ 4,022,642        | \$ 3,988,936        |
| Chippewa County  | 149,622             | 155,250             | 162,165             | 160,324             | 158,741             |
| Subtotal   | 4,195,913           | 4,250,255           | 4,158,500           | 4,182,966           | 4,147,677           |
| TIF District #5  | 22,901              | 23,258              | 29,187              | 30,122              | 39,284              |
| TIF District #6  | 11,404              | 11,383              | -                   | -                   | -                   |
| TIF District #7  | 6,193               | 6,467               | 6,007               | 5,265               | 5,507               |
| TIF District #8  | 18,523              | 22,362              | 25,813              | 26,805              | 29,055              |
| TIF District #9  | -                   | 2,222               | 5,117               | 2,310               | 2,201               |
| <b>Total Equalized Value</b>                                     | <b>\$ 4,254,935</b> | <b>\$ 4,315,947</b> | <b>\$ 4,224,624</b> | <b>\$ 4,247,468</b> | <b>\$ 4,223,724</b> |
| <b>Percent of Assessed to Equalized (1)</b>                      |                     |                     |                     |                     |                     |
| Eau Claire County  | 103.03%             | 103.54%             | 101.57%             | 101.60%             | 103.42%             |
| Chippewa County  | 102.18%             | 101.25%             | 99.45%              | 100.41%             | 103.65%             |

(1) Includes non-manufacturing property only.

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

2013 Adopted Program of Services

City of Eau Claire  
Position Control Summary



**2013 Adopted Position Control Summary**

| GENERAL FUND - DEPARTMENT/DIVISION           | 2011          | 2012          | 2013 Changes   | 2013          |
|--|---------------|---------------|----------------|---------------|
| <b>ADMINISTRATIVE SERVICES</b>               |               |               |                |               |
| City Manager                                 | 3.00          | 3.00          |                | 3.00          |
| City Clerk/Elections                         | 2.00          | 2.00          |                | 2.00          |
| Information Services                         | 7.00          | 7.00          |                | 7.00          |
| Total  | 12.00         | 12.00         |                | 12.00         |
| <b>CITY ATTORNEY</b>                         |               |               |                |               |
|  | 3.75          | 3.75          |                | 3.75          |
| <b>FINANCE DEPARTMENT</b>                    |               |               |                |               |
| Finance Administration                       | 3.00          | 3.00          |                | 3.00          |
| Accounting Services                          | 8.00          | 8.00          |                | 8.00          |
| Assessing                                    | 5.00          | 5.00          |                | 5.00          |
| Customer Services                            | 9.00          | 9.00          |                | 9.00          |
| Total  | 25.00         | 25.00         |                | 25.00         |
| <b>HUMAN RESOURCES</b>                       |               |               |                |               |
| Personnel Administration                     | 5.00          | 5.00          |                | 5.00          |
| Purchasing                                   | 2.00          | 2.00          |                | 2.00          |
| Total  | 7.00          | 7.00          |                | 7.00          |
| <b>DEVELOPMENT SERVICES</b>                  |               |               |                |               |
| Planning Administration                      | 5.00          | 5.00          |                | 5.00          |
| Inspections                                  | 7.00          | 7.00          |                | 7.00          |
| Total  | 12.00         | 12.00         |                | 12.00         |
| <b>PUBLIC WORKS</b>                          |               |               |                |               |
| Administration                               | 3.00          | 3.00          |                | 3.00          |
| Engineering/GIS Asset Management             | 13.00         | 13.00         |                | 13.00         |
| Street Maintenance Operations                | 36.00         | 36.00         |                | 36.00         |
| Building & Grounds                           | 8.00          | 8.00          |                | 8.00          |
| Total  | 60.00         | 60.00         |                | 60.00         |
| <b>PARKS &amp; RECREATION &amp; FORESTRY</b> |               |               |                |               |
| Administration                               | 3.00          | 3.00          |                | 3.00          |
| Park Maintenance                             | 22.00         | 22.00         |                | 22.00         |
| Recreation                                   | 2.00          | 2.00          |                | 2.00          |
| Forestry                                     | 5.00          | 5.00          |                | 5.00          |
| Total  | 32.00         | 32.00         |                | 32.00         |
| <b>POLICE DEPARTMENT</b>                     |               |               |                |               |
| Administration                               | 2.00          | 2.00          |                | 2.00          |
| Administrative Services                      | 17.00         | 17.00         |                | 17.00         |
| Patrol Division                              | 74.00         | 76.00         |                | 76.00         |
| Detective Division                           | 20.00         | 20.00         |                | 20.00         |
| Communication Center                         | 22.00         | 22.00         |                | 22.00         |
| Total  | 135.00        | 137.00        |                | 137.00        |
| <b>FIRE &amp; RESCUE DEPARTMENT</b>          |               |               |                |               |
| Fire Administration                          | 2.00          | 2.00          |                | 2.00          |
| Fire Operations                              | 87.00         | 87.00         |                | 87.00         |
| Fire Inspection                              | 5.00          | 5.00          | .33 Eliminated | 4.67          |
| Total  | 94.00         | 94.00         |                | 93.67         |
| <b>TOTAL GENERAL FUND</b>                    | <b>380.75</b> | <b>382.75</b> |                | <b>382.42</b> |

## City of Eau Claire 2013 Adopted Program of Services

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### 2013 Adopted Position Control Summary

| OTHER FUNDS   | 2011          | 2012          | 2013 Changes              | 2013          |
|---|---------------|---------------|---------------------------|---------------|
| ECONOMIC DEVELOPMENT  | 2.00          | 2.00          |                           | 2.00          |
| DOWNTOWN FUND   | 1.00          | 1.00          |                           | 1.00          |
| CEMETERY MAINTENANCE  | 2.00          | 2.00          |                           | 2.00          |
| WATER UTILITY   | 29.00         | 29.00         |                           | 29.00         |
| SEWER UTILITY   | 26.50         | 26.50         |                           | 26.50         |
| STORM WATER MANAGEMENT  | 1.00          | 1.00          |                           | 1.00          |
| PARKING UTILITY   | 1.00          | 1.00          |                           | 1.00          |
| PUBLIC TRANSIT  | 38.50         | 38.50         | 1 Transferred<br>.5 Added | 38.00         |
| HOBBS MUNICIPAL ICE CENTER                                    | 3.00          | 2.00          |                           | 2.00          |
| RISK MANAGEMENT   | 1.00          | 1.00          |                           | 1.00          |
| CENTRAL EQUIPMENT   | 7.00          | 7.00          | 1 Transferred             | 8.00          |
| <b>TOTAL OTHER FUNDS (Excluding Library/Health/CDBG)</b>      | <b>112.00</b> | <b>111.00</b> |                           | <b>111.50</b> |
| <b>CITY POSITIONS<br/>(Excluding Library / Health / CDBG)</b> | <b>492.75</b> | <b>493.75</b> |                           | <b>493.92</b> |
| <b>LIBRARY/ HEALTH/ CDBG</b>                                  |               |               |                           |               |
| PUBLIC LIBRARY  | 36.43         | 35.97         | .28 Added                 | 36.25         |
| CITY-COUNTY HEALTH DEPARTMENT **                              | 33.35         | 33.85         | .1 Eliminated             | 33.75         |
| COMMUNITY DEVELOPMENT BLOCK GRANT                             | 2.46          | 2.46          | .2 Transferred            | 2.26          |
| HOME INVESTMENT PARTNERSHIP PROGRAM                           | 0.63          | 0.63          |                           | 0.63          |
|   | 72.87         | 72.91         |                           | 72.89         |
| ** Totals do not include grant positions.                     |               |               |                           |               |
| <b>TOTAL ALL CITY FUNDS</b>                                   | <b>565.62</b> | <b>566.66</b> |                           | <b>566.81</b> |

City of Eau Claire  
Payroll Costs by Fund



*Payroll Costs By Fund  
2013 Adopted Budget*

|  | <u>WAGES</u>         | <u>OVERTIME</u>     | <u>SPECIAL<br/>PAYS</u> | <u>BENEFITS</u>     | <u>HEALTH<br/>BENEFITS</u> | <u>TOTAL</u>         |
|--|----------------------|---------------------|-------------------------|---------------------|----------------------------|----------------------|
| <b>General Fund:</b>                     |                      |                     |                         |                     |                            |                      |
| <b>Administrative Services:</b>          |                      |                     |                         |                     |                            |                      |
| City Council                             | \$ 33,600            | \$ -                | \$ 6,400                | \$ 3,000            | \$ -                       | \$ 43,000            |
| City Manager                             | 242,500              | 3,400               | 17,700                  | 41,300              | 77,800                     | 382,700              |
| City Clerk                               | 51,600               | 900                 | 3,400                   | 9,400               | 22,800                     | 88,100               |
| Elections                                | 152,900              | 400                 | 5,800                   | 15,900              | 26,300                     | 201,300              |
| Information Services                     | 451,100              | 5,600               | 20,700                  | 69,400              | 115,300                    | 662,100              |
| <b>City Attorney</b>                     | 299,600              | -                   | 9,500                   | 49,100              | 88,900                     | 447,100              |
| <b>Finance Department:</b>               |                      |                     |                         |                     |                            |                      |
| Administration                           | 204,400              | 500                 | 7,400                   | 34,300              | 85,300                     | 331,900              |
| Financial Services                       | 783,200              | 8,900               | 46,900                  | 120,800             | 208,400                    | 1,168,200            |
| Assessing                                | 299,400              | 1,800               | 17,700                  | 46,300              | 92,000                     | 457,200              |
| <b>Human Resources:</b>                  |                      |                     |                         |                     |                            |                      |
| Personnel Administration                 | 272,100              | 5,200               | 8,900                   | 47,000              | 144,400                    | 477,600              |
| Purchasing                               | 101,400              | -                   | 3,700                   | 15,200              | 55,500                     | 175,800              |
| <b>Development Services:</b>             |                      |                     |                         |                     |                            |                      |
| Planning                                 | 324,200              | 4,500               | 15,800                  | 53,200              | 154,700                    | 552,400              |
| Inspections                              | 372,000              | -                   | 21,100                  | 54,700              | 114,100                    | 561,900              |
| <b>Public Works:</b>                     |                      |                     |                         |                     |                            |                      |
| Administration                           | 207,800              | 2,800               | 12,200                  | 35,200              | 76,600                     | 334,600              |
| Engineering/GIS                          | 879,500              | 63,500              | 47,900                  | 139,800             | 231,100                    | 1,361,800            |
| Building and Ground Maintenance          | 247,200              | 15,700              | 7,200                   | 38,800              | 95,100                     | 404,000              |
| Street Operations                        | 1,562,100            | 190,500             | 44,700                  | 261,200             | 662,700                    | 2,721,200            |
| <b>Parks, Recreation &amp; Forestry:</b> |                      |                     |                         |                     |                            |                      |
| Administration                           | 208,000              | 3,100               | 8,200                   | 31,900              | 181,700                    | 432,900              |
| Park Maintenance                         | 1,251,700            | 87,000              | 37,400                  | 200,300             | 392,400                    | 1,968,800            |
| Recreation                               | 442,000              | 300                 | 11,000                  | 49,400              | 44,600                     | 547,300              |
| Forestry                                 | 260,300              | 5,800               | 5,000                   | 39,300              | 96,200                     | 406,600              |
| <b>Police Department:</b>                |                      |                     |                         |                     |                            |                      |
| Administration                           | 149,000              | 2,800               | 2,000                   | 37,300              | 540,200                    | 731,300              |
| Administrative Services                  | 844,700              | 16,300              | 58,200                  | 164,100             | 284,600                    | 1,367,900            |
| Patrol Division                          | 4,483,500            | 281,700             | 578,200                 | 1,287,200           | 1,303,900                  | 7,934,500            |
| Detective Division                       | 1,243,100            | 97,100              | 193,200                 | 374,300             | 339,100                    | 2,246,800            |
| Communication Center                     | 1,026,400            | 29,100              | 55,100                  | 163,600             | 433,200                    | 1,707,400            |
| <b>Fire &amp; Rescue Department:</b>     |                      |                     |                         |                     |                            |                      |
| Administration                           | 142,400              | 600                 | 7,400                   | 30,700              | 360,700                    | 541,800              |
| Operations/EMS                           | 5,038,200            | 262,200             | 395,100                 | 1,157,200           | 1,653,700                  | 8,506,400            |
| Inspection                               | 298,700              | -                   | 26,000                  | 65,000              | 96,000                     | 485,700              |
| <b>Non-Departmental:</b>                 | -                    | -                   | -                       | -                   | 180,700                    | 180,700              |
| <b>Total General Fund:</b>               | <b>\$ 21,872,600</b> | <b>\$ 1,089,700</b> | <b>\$ 1,673,800</b>     | <b>\$ 4,634,900</b> | <b>\$ 8,158,000</b>        | <b>\$ 37,429,000</b> |

## City of Eau Claire 2013 Adopted Program of Services

### Payroll Costs By Fund 2013 Adopted Budget

|                              | WAGES                | OVERTIME            | SPECIAL<br>PAYS     | BENEFITS            | HEALTH<br>BENEFITS   | TOTAL                |
|------------------------------|----------------------|---------------------|---------------------|---------------------|----------------------|----------------------|
| <b>Other Funds:</b>          |                      |                     |                     |                     |                      |                      |
| Economic Development         | \$ 119,200           | \$ -                | \$ 6,500            | \$ 17,400           | \$ 11,300            | \$ 154,400           |
| Downtown Fund                | 73,900               | -                   | 2,600               | 10,600              | 20,500               | 107,600              |
| Cemetery Maintenance         | 169,400              | 12,700              | 5,400               | 27,200              | 55,500               | 270,200              |
| Hazardous Materials Response | 42,500               | 5,000               | -                   | 9,600               | -                    | 57,100               |
| Public Library *             | 108,700              | 12,700              | 900                 | 17,900              | 38,400               | 178,600              |
| Water Utility                | 1,362,800            | 111,800             | 61,100              | 223,800             | 531,000              | 2,290,500            |
| Sewer Utility                | 1,448,000            | 205,200             | 55,400              | 247,200             | 576,000              | 2,531,800            |
| Stormwater Management        | 486,600              | 6,100               | 22,300              | 74,600              | 157,800              | 747,400              |
| Parking Utility              | 34,200               | 4,700               | 1,800               | 5,900               | 33,100               | 79,700               |
| Public Transit               | 1,746,800            | 56,500              | 12,400              | 342,700             | 641,100              | 2,799,500            |
| Hobbs Municipal Ice Center   | 171,300              | 1,000               | 3,800               | 20,100              | 27,900               | 224,100              |
| Fairfax Municipal Pool       | 187,100              | 2,900               | 800                 | 16,600              | 10,000               | 217,400              |
| Risk Management              | 92,600               | -                   | 1,000               | 14,300              | 48,900               | 156,800              |
| Central Equipment            | 446,700              | 36,200              | 9,700               | 71,700              | 211,200              | 775,500              |
| <b>Total Other Funds:</b>    | <u>\$ 6,489,800</u>  | <u>\$ 454,800</u>   | <u>\$ 183,700</u>   | <u>\$ 1,099,600</u> | <u>\$ 2,362,700</u>  | <u>\$ 10,590,600</u> |
| <b>Total All Funds:</b>      | <u>\$ 28,362,400</u> | <u>\$ 1,544,500</u> | <u>\$ 1,857,500</u> | <u>\$ 5,734,500</u> | <u>\$ 10,520,700</u> | <u>\$ 48,019,600</u> |

\* Library payroll numbers include only City maintenance staff assigned to the Library.

# City of Eau Claire



## General Obligation Debt Limitation

Debt can be incurred by borrowing money or from purchasing material and property on delayed payments. The City uses debt as one method to fund capital improvement projects. Most debt is in the form of general obligation or revenue bonds; although general obligation promissory notes are also used. Repayment for principal and interest of bonds and notes is accounted for in several funds, depending on the purpose for which the money was used. State Statute 67.03 (1) limits the amount of general obligation debt that a municipality can incur to 5% of equalized value. The following tables include:

- General Obligation Debt Limitation
- Schedule of 2013 Debt Retirement (for all funds)
- Principal and Interest Requirements to Maturity (for all funds)

### *2013 General Obligation Debt Limitation*

Section 67.03 (1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5% of the equalized valuation of the taxable property in the municipality.

The following computation compares the total debt allowable for the City of Eau Claire with actual outstanding indebtedness:

|   |           |                    |
|---|-----------|--------------------|
| Equalized Valuation<br>(With TID's)               | \$        | 4,223,723,600      |
| Legal Debt Capacity (5% of equalized value)       |           | 211,186,180        |
|   |           |                    |
| General Obligation Indebtedness:                  |           |                    |
| General long-Term Debt                            |           | 91,918,131         |
|   |           |                    |
| Less: Amounts Available for Payment of Principal: |           |                    |
| In Debt Service funds                             |           | (7,925,834)        |
| Net Indebtedness                                  |           | 83,992,297         |
|   |           |                    |
| <b>Unused Borrowing Capacity</b>                  | <b>\$</b> | <b>127,193,883</b> |
|   |           |                    |
| <b>Percent of Debt Capacity Remaining</b>         |           | <b>60%</b>         |

## 2013 Adopted Program of Services

# City of Eau Claire

## Debt Summary



### DEBT SUMMARY

|   | Principal<br>Jan. 1, 2013 | Proposed<br>Additions   | Retired                | Principal<br>Dec. 31, 2013 | Current<br>Interest    |
|---|---------------------------|-------------------------|------------------------|----------------------------|------------------------|
| <b>General Obligation Debt:</b>                     |                           |                         |                        |                            |                        |
| <b>Bonds &amp; Notes:</b>                           |                           |                         |                        |                            |                        |
| City Purpose:                                       |                           |                         |                        |                            |                        |
| 2003 Corporate Purpose                              | \$ 1,880,000.00           | \$ -                    | \$ 135,000.00          | \$ 1,745,000.00            | \$ 80,722.50           |
| 2003 Corporate Purpose-Refunding                    | 495,000.00                | -                       | 245,000.00             | 250,000.00                 | 13,968.75              |
| 2004 Corporate Purpose                              | 980,000.00                | -                       | 60,000.00              | 920,000.00                 | 39,198.76              |
| 2004 Corporate Purpose-Artificial Turf              | 65,000.00                 | -                       | 35,000.00              | 30,000.00                  | 1,721.88               |
| 2005 Corporate Purpose                              | 1,870,000.00              | -                       | 110,000.00             | 1,760,000.00               | 72,265.00              |
| 2006 Corporate Purpose                              | 2,095,000.00              | -                       | 115,000.00             | 1,980,000.00               | 89,464.38              |
| 2006 Corporate Purpose-Fire Station                 | 70,000.00                 | -                       | 5,000.00               | 65,000.00                  | 2,983.13               |
| 2007 Corporate Purpose                              | 2,830,000.00              | -                       | 140,000.00             | 2,690,000.00               | 121,537.50             |
| 2007 Corporate Purpose-Fire Equipment               | 1,225,000.00              | -                       | 225,000.00             | 1,000,000.00               | 48,287.50              |
| 2007 Corporate Purpose-Refunding                    | 3,230,000.00              | -                       | 460,000.00             | 2,770,000.00               | 120,112.50             |
| 2007 Corporate Purpose-Refunding-Fire Station       | 415,000.00                | -                       | 60,000.00              | 355,000.00                 | 15,400.00              |
| 2008 Corporate Purpose                              | 3,130,000.00              | -                       | 145,000.00             | 2,985,000.00               | 119,907.50             |
| 2008 Corporate Purpose Notes-LBE                    | 615,000.00                | -                       | 100,000.00             | 515,000.00                 | 21,006.26              |
| 2008 Corporate Purpose Notes-Public Safety          | 150,000.00                | -                       | 25,000.00              | 125,000.00                 | 5,109.38               |
| 2008 Corporate Purpose Notes-Bridges                | 120,000.00                | -                       | 20,000.00              | 100,000.00                 | 4,087.50               |
| 2008 Corporate Purpose Notes-Park Improvements      | 90,000.00                 | -                       | 15,000.00              | 75,000.00                  | 3,065.62               |
| 2008 Corporate Purpose Notes-Hobbs Ice Center       | 300,000.00                | -                       | 50,000.00              | 250,000.00                 | 10,218.75              |
| 2008 Corporate Purpose-Unfunded Pension Liab (City) | 6,497,880.00              | -                       | 253,530.00             | 6,244,350.00               | 357,307.12             |
| 2009 Corporate Purpose                              | 4,140,000.00              | -                       | 45,000.00              | 4,095,000.00               | 235,191.25             |
| 2009 Corporate Purpose-LBE                          | 910,000.00                | -                       | 35,000.00              | 875,000.00                 | 49,001.25              |
| 2009 Corporate Purpose-Hobbs Ice Center             | 3,360,000.00              | -                       | 145,000.00             | 3,215,000.00               | 161,346.25             |
| 2009 Corporate Purpose-Hobbs Code Compliance        | 445,000.00                | -                       | 55,000.00              | 390,000.00                 | 18,803.75              |
| 2010 Corporate Purpose - Streets                    | 2,230,000.00              | -                       | -                      | 2,230,000.00               | 110,787.50             |
| 2010 Corporate Purpose Notes-Streets                | 1,360,000.00              | -                       | 160,000.00             | 1,200,000.00               | 28,367.50              |
| 2010 Corporate Purpose-Refunding 2001               | 2,003,450.00              | -                       | 203,490.00             | 1,799,960.00               | 47,187.28              |
| 2011 Corporate Purpose - Streets                    | 3,705,000.00              | -                       | 155,000.00             | 3,550,000.00               | 111,675.00             |
| 2011 Corporate Purpose - Land, Bldg, Equip          | 505,000.00                | -                       | 55,000.00              | 450,000.00                 | 10,437.50              |
| 2012 Corporate Purpose - Streets                    | 4,140,000.00              | -                       | 160,000.00             | 3,980,000.00               | 95,763.02              |
| 2012 Corporate Purpose Notes - LBE Narrowbanding    | 1,000,000.00              | -                       | 80,000.00              | 920,000.00                 | 10,632.02              |
| 2012 Corporate Purpose-Refunding 2002 & STFL        | 1,017,230.00              | -                       | 158,301.00             | 858,929.00                 | 7,985.95               |
| 2013 Corporate Purpose - Streets                    | -                         | 7,710,000.00            | -                      | 7,710,000.00               | -                      |
| 2013 Corporate Purpose - Bridges                    | -                         | 1,235,000.00            | -                      | 1,235,000.00               | -                      |
| 2013 Corporate Purpose - LBE Public Safety          | -                         | 5,250,000.00            | -                      | 5,250,000.00               | -                      |
| 2013 Corporate Purpose - LBE Narrowbanding          | -                         | 1,000,000.00            | -                      | 1,000,000.00               | -                      |
| <b>Total City Purpose Bonds</b>                     | <b>\$ 50,873,560.00</b>   | <b>\$ 15,195,000.00</b> | <b>\$ 3,450,321.00</b> | <b>\$ 62,618,239.00</b>    | <b>\$ 2,013,542.30</b> |
| <b>Special Assessment:</b>                          |                           |                         |                        |                            |                        |
| 2003 Bonds  | \$ 170,000.00             | \$ -                    | \$ 170,000.00          | \$ -                       | \$ 3,400.00            |
| 2004 Bonds  | 320,000.00                | -                       | 160,000.00             | 160,000.00                 | 8,700.00               |
| 2005 Bonds  | 480,000.00                | -                       | 160,000.00             | 320,000.00                 | 14,800.00              |
| 2006 Bonds  | 640,000.00                | -                       | 160,000.00             | 480,000.00                 | 27,500.00              |
| 2007 Bonds  | 800,000.00                | -                       | 160,000.00             | 640,000.00                 | 31,200.00              |
| 2008 Bonds  | 960,000.00                | -                       | 160,000.00             | 800,000.00                 | 32,320.00              |
| 2009 Bonds *  | 1,120,000.00              | -                       | 160,000.00             | 960,000.00                 | 47,480.00              |
| 2010 Bonds *  | 1,280,000.00              | -                       | 160,000.00             | 1,120,000.00               | 26,320.00              |
| 2011 Bonds *  | 1,440,000.00              | -                       | 160,000.00             | 1,280,000.00               | 29,600.00              |
| 2012 Bonds *  | 1,600,000.00              | -                       | 160,000.00             | 1,440,000.00               | 15,964.00              |
| 2013 Bonds *  | -                         | 1,600,000.00            | -                      | 1,600,000.00               | -                      |
| <b>Total Special Assessment Bonds</b>               | <b>\$ 8,810,000.00</b>    | <b>\$ 1,600,000.00</b>  | <b>\$ 1,610,000.00</b> | <b>\$ 8,800,000.00</b>     | <b>\$ 237,284.00</b>   |
| <b>Total Fund 300 - Debt Service</b>                | <b>\$ 59,683,560.00</b>   | <b>\$ 16,795,000.00</b> | <b>\$ 5,060,321.00</b> | <b>\$ 71,418,239.00</b>    | <b>\$ 2,250,826.30</b> |

\* note: beginning in 2009 the Special Assessment are being budgeted and paid out of General Fund rather than the Debt Service Fund

# City of Eau Claire 2013 Adopted Program of Services

## DEBT SUMMARY

|  | Principal<br>Jan. 1, 2013 | Proposed<br>Additions   | Retired                | Principal<br>Dec. 31, 2013 | Current<br>Interest  |
|--|---------------------------|-------------------------|------------------------|----------------------------|----------------------|
| <b>General Obligation Debt:</b>                |                           |                         |                        |                            |                      |
| <b>TIF Districts:</b>                          |                           |                         |                        |                            |                      |
| 2003 Bonds (TIF #8)                            | \$ 2,930,000.00           | \$ -                    | \$ 210,000.00          | \$ 2,720,000.00            | \$ 125,777.53        |
| 2003 Bonds-Refunding (TIF #8)                  | 1,585,000.00              | -                       | 115,000.00             | 1,470,000.00               | 64,981.25            |
| 2004 Bonds (TIF #5)                            | 255,000.00                | -                       | 255,000.00             | -                          | 4,621.88             |
| 2004 Bonds (TIF #7)                            | 230,000.00                | -                       | 60,000.00              | 170,000.00                 | 7,416.26             |
| 2004 Notes-Taxable (TIF #8)                    | 370,000.00                | -                       | 100,000.00             | 270,000.00                 | 20,096.00            |
| 2005 Bonds (TIF #8)                            | 200,000.00                | -                       | -                      | 200,000.00                 | 7,812.50             |
| 2005 Bonds (TIF #5)                            | 3,000,000.00              | -                       | -                      | 3,000,000.00               | 116,087.50           |
| 2007 Bonds (TIF #8)                            | 1,255,000.00              | -                       | 105,000.00             | 1,150,000.00               | 53,306.26            |
| 2007 Bonds-Refunding (TIF #5)                  | 1,475,000.00              | -                       | 210,000.00             | 1,265,000.00               | 54,937.50            |
| 2007 Bonds-Refunding (TIF #6)                  | 515,000.00                | -                       | 105,000.00             | 410,000.00                 | 18,500.00            |
| 2007 Bonds-Refunding (TIF #7)                  | 675,000.00                | -                       | 120,000.00             | 555,000.00                 | 24,600.00            |
| 2013 Bonds (TIF #9)                            | -                         | 1,700,000.00            | -                      | 1,700,000.00               | -                    |
| <b>Total TIF Districts Bonds</b>               | <b>\$ 12,490,000.00</b>   | <b>\$ 1,700,000.00</b>  | <b>\$ 1,280,000.00</b> | <b>\$ 12,910,000.00</b>    | <b>\$ 498,136.68</b> |
| <b>Proprietary Long-Term Debt:</b>             |                           |                         |                        |                            |                      |
| <b>Water:</b>                                  |                           |                         |                        |                            |                      |
| Revenue Bonds:                                 |                           |                         |                        |                            |                      |
| 2007 Bonds                                     | \$ 1,525,000.00           | \$ -                    | \$ 100,000.00          | \$ 1,425,000.00            | \$ 63,287.49         |
| 2009 Bonds                                     | 1,925,000.00              | -                       | 25,000.00              | 1,900,000.00               | 86,492.50            |
| Revenue Refunding Bonds:                       |                           |                         |                        |                            |                      |
| 2001 Bonds                                     | 2,395,000.00              | -                       | 550,000.00             | 1,845,000.00               | 105,818.76           |
| 2003 Bonds                                     | 410,000.00                | -                       | 75,000.00              | 335,000.00                 | 16,240.00            |
| 2009 Bonds (1997 Issue)                        | 1,670,000.00              | -                       | 55,000.00              | 1,615,000.00               | 68,697.50            |
| <b>Total Water</b>                             | <b>\$ 7,925,000.00</b>    | <b>\$ -</b>             | <b>\$ 805,000.00</b>   | <b>\$ 7,120,000.00</b>     | <b>\$ 340,536.25</b> |
| <b>Sewer:</b>                                  |                           |                         |                        |                            |                      |
| Revenue Bonds:                                 |                           |                         |                        |                            |                      |
| 2013 Bonds                                     | \$ -                      | \$ 20,800,000.00        | \$ -                   | \$ 20,800,000.00           | \$ 205,432.50        |
| <b>Total Sewer</b>                             | <b>\$ -</b>               | <b>\$ 20,800,000.00</b> | <b>\$ -</b>            | <b>\$ 20,800,000.00</b>    | <b>\$ 545,968.75</b> |
| <b>Storm Water Utility General Obligation:</b> |                           |                         |                        |                            |                      |
| 2003 Bonds                                     | \$ 1,035,000.00           | \$ -                    | \$ 75,000.00           | \$ 960,000.00              | \$ 43,645.00         |
| 2004 Bonds                                     | 1,120,000.00              | -                       | 70,000.00              | 1,050,000.00               | 44,188.13            |
| 2005 Bonds                                     | 1,320,000.00              | -                       | 75,000.00              | 1,245,000.00               | 50,378.75            |
| 2006 Bonds                                     | 600,000.00                | -                       | 30,000.00              | 570,000.00                 | 25,368.14            |
| 2007 Bonds                                     | 1,665,000.00              | -                       | 80,000.00              | 1,585,000.00               | 70,756.25            |
| 2007 Bonds - Refunding                         | 2,515,000.00              | -                       | 340,000.00             | 2,175,000.00               | 90,556.24            |
| 2008 Bonds                                     | 860,000.00                | -                       | 40,000.00              | 820,000.00                 | 32,592.52            |
| 2009 Bonds                                     | 1,600,000.00              | -                       | 65,000.00              | 1,535,000.00               | 85,514.36            |
| 2010 Bonds                                     | 980,000.00                | -                       | -                      | 980,000.00                 | 48,682.50            |
| 2010 Notes                                     | 590,000.00                | -                       | 70,000.00              | 520,000.00                 | 12,086.24            |
| 2010 Bonds - Refunding                         | 2,131,550.00              | -                       | 216,510.00             | 1,915,040.00               | 49,394.59            |
| 2011 Bonds                                     | 2,325,000.00              | -                       | 100,000.00             | 2,225,000.00               | 69,668.77            |
| 2012 Bonds                                     | 1,500,000.00              | -                       | 55,000.00              | 1,445,000.00               | 31,559.00            |
| 2012 Notes - Refunding 2002A                   | 717,770.00                | -                       | 111,699.00             | 606,071.00                 | 5,066.73             |
| 2013 Bonds                                     | -                         | 1,000,000.00            | -                      | 1,000,000.00               | 16,666.68            |
| <b>Total Storm Water Utility Bonds</b>         | <b>\$ 18,959,320.00</b>   | <b>\$ 1,000,000.00</b>  | <b>\$ 1,328,209.00</b> | <b>\$ 18,631,111.00</b>    | <b>\$ 676,123.90</b> |



# City of Eau Claire 2013 Adopted Program of Services

## DEBT SUMMARY

|  | Principal<br>Jan. 1, 2013 | Proposed<br>Additions   | Retired                | Principal<br>Dec. 31, 2013 | Current<br>Interest    |
|--|---------------------------|-------------------------|------------------------|----------------------------|------------------------|
| <b>General Obligation Debt:</b>  |                           |                         |                        |                            |                        |
| <b>Transit General Obligation Notes/Bonds:</b>                                     |                           |                         |                        |                            |                        |
| 2002 State Trust Fund Note-Buses   | \$ 43,131.12              | \$ -                    | \$ 43,131.12           | \$ -                       | \$ 485.24              |
| <b>Total Transit Notes/Bonds</b>   | <b>\$ 43,131.12</b>       | <b>\$ -</b>             | <b>\$ 43,131.12</b>    | <b>\$ -</b>                | <b>\$ 485.24</b>       |
| <b>Library General Obligation Notes/Bonds:</b>                                     |                           |                         |                        |                            |                        |
| 2008 Corporate Purpose-Unfunded Pension Liability                                  | \$ 422,120.00             | \$ -                    | \$ 16,470.00           | \$ 405,650.00              | \$ 23,211.64           |
| <b>Total Library Bonds</b>   | <b>\$ 422,120.00</b>      | <b>\$ -</b>             | <b>\$ 16,470.00</b>    | <b>\$ 405,650.00</b>       | <b>\$ 23,211.64</b>    |
| <b>Health Debt GO Notes/Bonds:</b>   |                           |                         |                        |                            |                        |
| 2008 Corporate Purpose-Unfunded Pension Liability                                  | \$ 320,000.00             | \$ -                    | \$ 15,000.00           | \$ 305,000.00              | \$ 17,512.50           |
| <b>Total Health Dept Bonds</b>   | <b>\$ 320,000.00</b>      | <b>\$ -</b>             | <b>\$ 15,000.00</b>    | <b>\$ 305,000.00</b>       | <b>\$ 17,512.50</b>    |
| <i>Note: Proprietary Fund debt is reported on an accrual basis in this report.</i> |                           |                         |                        |                            |                        |
| <b>Total Revenue Bond Debt</b>   | <b>\$ 7,925,000.00</b>    | <b>\$ 20,800,000.00</b> | <b>\$ 805,000.00</b>   | <b>\$ 7,120,000.00</b>     | <b>\$ 340,536.25</b>   |
| <b>Total General Obligation Debt</b>   | <b>\$ 91,918,131.12</b>   | <b>\$ 19,495,000.00</b> | <b>\$ 7,743,131.12</b> | <b>\$ 103,670,000.00</b>   | <b>\$ 3,466,296.26</b> |

City of Eau Claire



Principal & Interest Requirements to Maturity

*Debt Summary*

Principal and Interest Requirements to Maturity

General Obligation Debt

| <u>Year Due</u> | <u>General Purpose Bonds/Notes</u> | <u>Health Dept Taxable Bonds</u> | <u>Library Taxable Bonds</u> | <u>Special Assessment Bonds</u> | <u>TIF District #5</u>     |
|-----------------|------------------------------------|----------------------------------|------------------------------|---------------------------------|----------------------------|
| 2013            | \$ 5,463,863                       | \$ 32,513                        | \$ 39,682                    | \$ 1,847,284                    | \$ 640,647                 |
| 2014            | 5,466,490                          | 31,763                           | 39,750                       | 1,629,420                       | 843,025                    |
| 2015            | 5,160,838                          | 31,013                           | 39,773                       | 1,426,940                       | 854,313                    |
| 2016            | 5,136,822                          | 30,263                           | 40,048                       | 1,228,660                       | 830,450                    |
| 2017            | 5,120,323                          | 29,503                           | 40,248                       | 1,035,840                       | 812,225                    |
| 2018            | 4,677,611                          | 28,725                           | 40,360                       | 849,640                         | 656,150                    |
| 2019            | 6,395,714                          | 27,937                           | 40,395                       | 669,100                         | 656,944                    |
| 2020            | 3,801,721                          | 32,006                           | 40,351                       | 494,760                         | 112,269                    |
| 2021            | 3,709,123                          | 30,931                           | 40,524                       | 326,040                         | -                          |
| 2022            | 3,425,224                          | 29,844                           | 40,894                       | 161,320                         | -                          |
| 2023            | 3,246,621                          | 28,719                           | 41,110                       | -                               | -                          |
| 2024            | 3,022,640                          | 32,409                           | 40,870                       | -                               | -                          |
| 2025            | 2,909,088                          | 30,941                           | 41,115                       | -                               | -                          |
| 2026            | 2,714,616                          | 29,441                           | 41,190                       | -                               | -                          |
| 2027            | 2,511,605                          | 32,756                           | 40,797                       | -                               | -                          |
| 2028            | 2,260,500                          | 30,919                           | 41,179                       | -                               | -                          |
| 2029            | 1,360,983                          | -                                | -                            | -                               | -                          |
| 2030            | 804,581                            | -                                | -                            | -                               | -                          |
| 2031            | 540,731                            | -                                | -                            | -                               | -                          |
| 2032            | 278,609                            | -                                | -                            | -                               | -                          |
| <b>Totals</b>   | <b><u>\$ 68,007,703</u></b>        | <b><u>\$ 489,683</u></b>         | <b><u>\$ 648,286</u></b>     | <b><u>\$ 9,669,004</u></b>      | <b><u>\$ 5,406,023</u></b> |

EC County Portion of the Health Dept Debt (185,393)

Net Health Dept Bonds \$ 304,290

Note: Includes principal and interest.

**City of Eau Claire 2013 Adopted Program of Services**

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***Debt Summary***

**Principal and Interest Requirements to Maturity**

**General Obligation Debt (Cont'd)**

| <b>Year Due</b> | <b>TIF District #6</b>  | <b>TIF District #7</b>  | <b>TIF District #8</b>    | <b>Total St Trust Fund Loan</b> | <b>Total General Obligation Debt</b> |
|-----------------|-------------------------|-------------------------|---------------------------|---------------------------------|--------------------------------------|
| 2013            | \$ 123,500              | \$ 212,016              | \$ 801,974                | \$ 45,072                       | \$ 9,206,551                         |
| 2014            | 129,100                 | 229,569                 | 962,912                   | -                               | 9,332,029                            |
| 2015            | 124,500                 | 246,105                 | 705,363                   | -                               | 8,588,845                            |
| 2016            | 119,900                 | 148,800                 | 704,661                   | -                               | 8,239,604                            |
| 2017            | 66,300                  | 153,000                 | 702,725                   | -                               | 7,960,164                            |
| 2018            | -                       | -                       | 704,025                   | -                               | 6,956,511                            |
| 2019            | -                       | -                       | 703,805                   | -                               | 8,493,895                            |
| 2020            | -                       | -                       | 658,363                   | -                               | 5,139,470                            |
| 2021            | -                       | -                       | 633,001                   | -                               | 4,739,619                            |
| 2022            | -                       | -                       | 626,896                   | -                               | 4,284,178                            |
| 2023            | -                       | -                       | 604,836                   | -                               | 3,921,286                            |
| 2024            | -                       | -                       | 74,594                    | -                               | 3,170,513                            |
| 2025            | -                       | -                       | 71,531                    | -                               | 3,052,675                            |
| 2026            | -                       | -                       | -                         | -                               | 2,785,247                            |
| 2027            | -                       | -                       | -                         | -                               | 2,585,158                            |
| 2028            | -                       | -                       | -                         | -                               | 2,332,598                            |
| 2029            | -                       | -                       | -                         | -                               | 1,360,983                            |
| 2030            | -                       | -                       | -                         | -                               | 804,581                              |
| 2031            | -                       | -                       | -                         | -                               | 540,731                              |
| 2032            | -                       | -                       | -                         | -                               | 278,609                              |
| <b>Totals</b>   | <b><u>\$563,300</u></b> | <b><u>\$989,490</u></b> | <b><u>\$7,954,686</u></b> | <b><u>\$45,072</u></b>          | <b><u>\$93,773,247</u></b>           |

**City of Eau Claire 2013 Adopted Program of Services**

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***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Water Long-Term Debt and Advances**

| <b>Year<br/>Due</b> | <b>Revenue Bonds</b> | <b>Advances From<br/>General Fund</b> | <b>Total<br/>Long-Term Debt<br/>&amp; Advances</b> |
|---------------------|----------------------|---------------------------------------|--|
| 2013                | \$ 1,154,136         | \$ 514,002                            | \$ 1,668,138                                       |
| 2014                | 1,159,736            | 513,996                               | 1,673,732  |
| 2015                | 1,162,993            | 355,643                               | 1,518,636  |
| 2016                | 1,163,030            | 355,647                               | 1,518,677  |
| 2017                | 645,560              | 211,678                               | 857,238  |
| 2018                | 557,140              | 211,678                               | 768,818  |
| 2019                | 551,190              | -                                     | 551,190  |
| 2020                | 539,240              | -                                     | 539,240  |
| 2021                | 532,528              | -                                     | 532,528  |
| 2022                | 530,390              | -                                     | 530,390  |
| 2023                | 522,540              | -                                     | 522,540  |
| 2024                | 363,985              | -                                     | 363,985  |
| 2025                | 366,080              | -                                     | 366,080  |
| 2026                | 367,355              | -                                     | 367,355  |
| 2027                | 362,475              | -                                     | 362,475  |
| 2028                | 366,800              | -                                     | 366,800  |
| <b>Totals</b>       | <b>\$ 10,345,178</b> | <b>\$ 2,162,644</b>                   | <b>\$ 12,507,822</b>                               |

*Note: Includes principal and interest.*

**City of Eau Claire 2013 Adopted Program of Services**

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***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Storm Water Long-Term Debt**

| <b>Year<br/>Due</b> | <b>General<br/>Obligation Bonds</b> | <b>Total<br/>Long-Term Debt</b> |
|---------------------|-------------------------------------|---------------------------------|
| 2013                | \$ 2,000,321                        | \$ 2,000,321                    |
| 2014                | 2,009,257                           | 2,009,257                       |
| 2015                | 1,988,896                           | 1,988,896                       |
| 2016                | 1,966,308                           | 1,966,308                       |
| 2017                | 1,980,134                           | 1,980,134                       |
| 2018                | 1,850,148                           | 1,850,148                       |
| 2019                | 1,744,089                           | 1,744,089                       |
| 2020                | 1,619,996                           | 1,619,996                       |
| 2021                | 1,492,337                           | 1,492,337                       |
| 2022                | 1,222,500                           | 1,222,500                       |
| 2023                | 1,197,684                           | 1,197,684                       |
| 2024                | 1,068,842                           | 1,068,842                       |
| 2025                | 948,666                             | 948,666                         |
| 2026                | 812,049                             | 812,049                         |
| 2027                | 747,864                             | 747,864                         |
| 2028                | 601,358                             | 601,358                         |
| 2029                | 527,788                             | 527,788                         |
| 2030                | 383,956                             | 383,956                         |
| 2031                | 266,981                             | 266,981                         |
| 2032                | 96,247                              | 96,247                          |
| <b>Totals</b>       | <b>\$ 24,525,421</b>                | <b>\$ 24,525,421</b>            |

*Note: Includes principal and interest.*

**City of Eau Claire 2013 Adopted Program of Services**

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***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Sewer Advance From General Fund**

| <u>Year<br/>Due</u> | <u>Advances From<br/>General Fund</u> | <u>Total<br/>Advances</u> |
|---------------------|---------------------------------------|---------------------------|
| 2013                | \$ 99,143                             | \$ 99,143                 |
| 2014                | 99,143                                | 99,143                    |
| 2015                | 99,144                                | 99,144                    |
| 2016                | 99,144                                | 99,144                    |
| 2017                | 99,143                                | 99,143                    |
| 2018                | 99,144                                | 99,144                    |
| 2019                | 99,144                                | 99,144                    |
| 2020                | 99,144                                | 99,144                    |
| <b>Totals</b>       | <b><u>\$ 793,149</u></b>              | <b><u>\$ 793,149</u></b>  |

*Note: Includes principal and interest.*

***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Hobbs Municipal Ice Center  
Advance From General Fund**

| <u>Year<br/>Due</u> | <u>Advances From<br/>General Fund</u> | <u>Total<br/>Advances</u>  |
|---------------------|---------------------------------------|----------------------------|
| 2013                | \$ 310,094                            | \$ 310,094                 |
| 2014                | 309,896                               | 309,896                    |
| 2015                | 309,066                               | 309,066                    |
| 2016                | 307,715                               | 307,715                    |
| 2017                | 305,900                               | 305,900                    |
| 2018                | 298,819                               | 298,819                    |
| 2019                | 2,460,112                             | 2,460,112                  |
|                     | <b><u>\$ 4,301,602</u></b>            | <b><u>\$ 4,301,602</u></b> |

*Note: Includes principal and interest, net of Build America Bond Rebate.*

# City of Eau Claire



## Adopted Motions, Resolutions & Ordinances

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### Adopted Motions

1. Council Member Kincaid

Motion to allocate up to \$3,000 from the City Council – Training/Meeting, 2013 Program of Services budget appropriation of \$24,600, to be used by members of the City’s boards, committees, and commissions for training reimbursement. The training & reimbursements shall to be subject to the development of a policy, approved by the City Council for the authorization and use of the allocated funds, which will also be subject to the City’s travel policies and procedures.

2. Council Member Kincaid

Motion to reallocate the \$37,500 designated in 2012 for the purchase of an electric vehicle and charging station in Central Equipment (Fund 422) to a fleet energy efficiency improvement program. The intent of the energy efficiency program will be to create demonstration projects by providing funding for the incremental additional cost necessary to purchase vehicles, scheduled for replacement in the City’s fleet that currently use fossil fuel, to vehicles that use alternative fuels, including but not limited to electricity, liquefied natural gas, compressed natural gas, biofuels, propane, or hydrogen fuel cells.

3. Council Member Duax

Motion to amend the 2013-2017 Capital Improvement Plan by reducing the funding for Street Improvements (Fund 440) – CTH “Q” and Black Avenue to \$250,000 and by increasing the funding for Street Improvements (Fund 440) – Arterial Street Construction to \$2,250,000.

4. Council Member Duax

Motion to amend the 2013 Program of Services by increasing the Economic Development Contributions and Other Payments – Payment to Eau Claire Area Economic Development Corporation to \$90,000 and that the Economic Development Fund working capital/fund balance be reduced by \$2,000.

5. Council Member Pavelski

Motion to amend the 2013 Program of Services by reducing the Economic Development, Fixed Charges – Implementation Reserves by \$12,100 and increasing the Economic Development Contributions and Other Payments – Payment to the Chippewa Valley Innovation Center by \$12,100.

6. Council Member Emmanuelle

Motion to amend the 2013-2017 Capital Improvement Plan to reduce the funding in Land, Buildings & Equipment (Fund 434) for window replacement at City Hall from \$50,000 to \$38,000 and to add funding in Public Transit (Fund 408) in the amount of \$12,000 for the installation of air conditioning and improved air handling equipment at the Downtown Transit Transfer Center.

7. Council Member Klinkhammer

Motion to amend the 2013 Program of Services to appropriate \$2,400 from the Community Enhancement Fund to Sculpture Tour Eau Claire to assist in funding a portion of the “People’s Choice” award.

8. Council Member Von Haden

Motion to amend the City’s Budget and Financial Management Policy for working capital be amended to read as follows:

The City will maintain a working capital reserve equal to 10% of the Adopted General Fund Budget to provide funds for reasonable cash flow needs. This reserve will also be used when the City encounters unforeseen emergencies such as storms, floods, severe unexpected increases in service costs or decreases in revenue, or other situations that are determined to be emergency situations by the City Council.

9. Council Member Mitchell

Motion to adjust the City-County Health Department budget for changes related to the County’s level of support. The adjustments are listed on the attached schedule and made a part hereof by reference.

10. FINAL MOTION TO RATIFY AND CONFIRM PREVIOUS MOTIONS

Motion ratifying and confirming various motions amending the resolutions adopting the 2013 Program of Services and the 2013-2017 Capital Improvement Plan, approving the related changes in estimated revenues and appropriations, and authorizing the city staff to incorporate the changes in the 2013 Program of Services and the 2013-2017 Capital Improvement Plan.

**Adopted Resolutions and Ordinances**

1. Resolution adopting the proposed General Fund budget of the City of Eau Claire for fiscal year 2013.  
Resolution adopting the proposed budget for the L.E. Phillips Memorial Public Library for fiscal year 2013.  
Resolution adopting the proposed budget for the City-County Health Department for fiscal year 2013.
2. Resolution adopting the proposed budgets for various agencies and utilities of the City of Eau Claire for fiscal year 2012.

Economic Development  
Community Enhancement  
Downtown Fund  
Cemetery Maintenance  
Hazardous Materials Response  
Debt Service – General Fund  
Debt Service – TID #6 (Northeast Industrial Area)  
Debt Service – TID #7 (Soo Line Development Area)  
Water Utility  
Sewer Utility  
Storm Water Utility  
Parking Utility  
Public Transit  
Hobbs Municipal Ice Center  
Fairfax Municipal Pool  
Risk Management  
Central Equipment  
Landfill Remediation  
Redevelopment Authority

3. Resolution establishing the 2012 tax levies for taxes collectible in 2013 and setting the tax roll for all governmental units within the City of Eau Claire.
4. Resolution levying tax rates for all taxable real and personal property on the 2012 tax roll of the City of Eau Claire located in Eau Claire and Chippewa Counties.
5. Resolution levying special assessment charges and extending annual installments of 2012 special assessments.



6. Resolution authorizing the issuance of bonds and authorizing an officer to declare official intent for federal income tax purposes.
7. Resolution approving the 2013-2017 Capital Improvement Plan for the City of Eau Claire.
8. Resolution approving the 2013 Budgets for the Business Improvement Districts within the City of Eau Claire and authorization to levy special assessment:  
  
South Barstow Business Improvement District  
West Grand Avenue Business Improvement District  
Water Street Business Improvement District  
North Barstow/Medical Business Improvement District
9. Resolution authorizing application to the Wisconsin Public Service Commission for a Water Utility Rate in 2012 for implementation in 2013.
10. Resolution authorizing application to the Wisconsin Public Service Commission for a Water Utility Rate in 2013 for implementation in 2014.
11. Resolution amending the City of Eau Claire Schedule of Fees and Licenses, effective January 1, 2013.
12. Ordinance amending Chapter 15.04 of the Code of Ordinances of the City of Eau Claire entitled “Sewerage Service Charge” to increase the sewer user charges as proposed in the 2013 Program of Services.
13. Ordinance amending the pay plan of the City of Eau Claire, specifically those parts thereof pertaining to Local 284, CTSEA, Confidential and Temporary employees.

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 484

## RESOLUTION

### **RESOLUTION ADOPTING THE PROPOSED GENERAL FUND BUDGET OF THE CITY OF EAU CLAIRE FOR FISCAL YEAR 2013.**

**WHEREAS** a public hearing was held October 29, 2012 by the City Council of the City of Eau Claire on the proposed budget for the City of Eau Claire General Fund for the fiscal year ending December 31, 2013:


**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That there is hereby appropriated for the fiscal year ending December 31, 2013 to the General Fund, the sum of \$58,337,600 for the following purposes:

|                               |                     |
|-------------------------------|---------------------|
| City Council                  | \$ 129,600          |
| Administrative Services       | 1,586,500           |
| City Attorney                 | 479,800             |
| Finance Department            | 2,295,700           |
| Human Resources               | 902,900             |
| Development Services          | 1,208,500           |
| Public Works                  | 8,747,800           |
| Parks & Recreation & Forestry | 4,953,800           |
| Police Department             | 15,904,600          |
| Fire & Rescue Department      | 10,723,600          |
| Non-Departmental              | <u>11,404,800</u>   |
|                               | <u>\$58,337,600</u> |

**BE IT FURTHER RESOLVED** that the proposed budget of the City General Fund, a copy of which is on file in the office of the City Clerk and open to inspection during regular business hours is hereby approved.

Adopted,

Dated: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 485

## RESOLUTION

### **RESOLUTION ADOPTING THE PROPOSED BUDGET FOR THE L. E. PHILLIPS MEMORIAL PUBLIC LIBRARY FOR FISCAL YEAR 2013.**

**WHEREAS** a public hearing was held October 29, 2012 by the City Council of the City of Eau Claire on the proposed budget of the L. E. Phillips Memorial Public Library for the fiscal year ending December 31, 2013:

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That there is hereby appropriated for the fiscal year ending December 31, 2013 to the L. E. Phillips Memorial Public Library fund the sum of \$3,919,100 and

**BE IT FURTHER RESOLVED** that the proposed budget of the L. E. Phillips Memorial Public Library, a copy of which is on file in the office of the City Clerk and open to inspection during regular business hours is hereby approved.

Adopted,

Dated: November 7, 2012

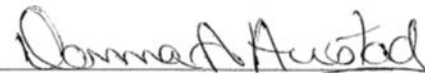
(SEAL)

  
President Kerry J.S. Kincaid

(SEAL)

  
Interim City Manager Brian Amundson

(ATTESTED)

  
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 486

## RESOLUTION

### **RESOLUTION ADOPTING THE PROPOSED BUDGET FOR THE CITY-COUNTY HEALTH DEPARTMENT FOR FISCAL YEAR 2013.**

**WHEREAS** a public hearing was held October 29, 2012 by the City Council of the City of Eau Claire on the proposed budget of the City-County Health Department for the fiscal year ending December 31, 2013:


**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That there is hereby appropriated for the fiscal year ending December 31, 2013 to the City-County Health Department fund the sum of \$4,856,300 and

**BE IT FURTHER RESOLVED** that the proposed budget of the City-County Health Department, a copy of which is on file in the office of the City Clerk and open to inspection during regular business hours is hereby approved.

Adopted,

Dated: November 7, 2012

(SEAL)

  
President Kerry J.S. Kincaid

(SEAL)

  
Interim City Manager Brian Amundson

(ATTESTED)

  
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 487

## RESOLUTION

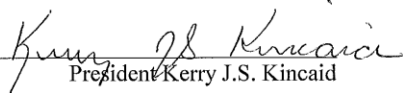
### **RESOLUTION ADOPTING THE PROPOSED BUDGETS FOR VARIOUS AGENCIES AND UTILITIES OF THE CITY OF EAU CLAIRE FOR FISCAL YEAR 2013.**

**BE IT RESOLVED** by the City Council of the City of Eau Claire: That the City Council hereby approves the following budgets for 2013, the same being on file in the office of the City Clerk and open to inspection during regular business hours:

|                              |            |
|------------------------------|------------|
| Economic Development         | \$ 593,600 |
| Community Enhancement        | 1,522,900  |
| Downtown Fund                | 146,200    |
| Cemetery Maintenance         | 460,900    |
| Hazardous Materials Response | 183,900    |
| Landfill Remediation         | 150,000    |
| Debt Service - General       | 7,462,100  |
| Debt Service - TIF #6        | 123,500    |
| Debt Service - TIF #7        | 212,400    |
| Water Utility                | 6,461,800  |
| Sewer Utility                | 5,568,600  |
| Storm Water Utility          | 2,627,500  |
| Parking Utility              | 211,000    |
| Public Transit               | 5,606,000  |
| Hobbs Municipal Ice Center   | 691,300    |
| Fairfax Pool                 | 346,000    |
| Risk Management              | 2,386,000  |
| Central Equipment            | 3,061,100  |
| Redevelopment Authority      | 75,700     |

Adopted,

Dated: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 488

## RESOLUTION

### **RESOLUTION ESTABLISHING THE 2012 TAX LEVIES FOR TAXES COLLECTIBLE IN 2013 AND SETTING THE TAX ROLL FOR ALL GOVERNMENTAL UNITS WITHIN THE CITY OF EAU CLAIRE.**

**WHEREAS**, the City Council of the City of Eau Claire, Wisconsin, has, pursuant to law, determined the amount of tax which is levied against all of the real and personal property included in the 2012 tax rolls (2013 budget) for general city operations; and

**WHEREAS**, various governmental bodies for whom the City of Eau Claire either levies or collects taxes upon the taxable real and personal property in the City of Eau Claire for the purposes of such governmental bodies have duly determined the amounts to be levied or collected by taxation of such real and personal property in the City of Eau Claire:

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That the following amounts are hereby levied on the 2012 tax rolls, and the City Clerk is hereby directed to spread the amount thereof upon the tax rolls for collection, as follows, for the purposes to-wit:

| <u>Eau Claire &amp; Chippewa Counties</u> | <u>Apportioned<br/>Levy</u> | <u>Levy for<br/>TIF Districts</u> | <u>Total<br/>Levy</u> |
|---|-----------------------------|-----------------------------------|-----------------------|
| General City                              | 30,741,800                  | 565,669                           | 31,307,469            |
| Public Library                            | 2,891,000                   | 53,007                            | 2,944,007             |
| City-County Health                        | 1,691,400                   | 31,013                            | 1,722,413             |

Upon the taxable real and personal property in that part of the City of Eau Claire located in Eau Claire County:

| <u>Eau Claire County</u> | <u>Apportioned<br/>Levy</u> | <u>Levy for<br/>TIF Districts</u> | <u>Total<br/>Levy</u> |
|--------------------------|-----------------------------|-----------------------------------|-----------------------|
| Eau Claire County        | 14,486,217                  | 274,107                           | 14,760,324            |
| State Forestry           | 689,851                     | 0                                 | 689,851               |
| Eau Claire Area Schools  | 40,172,848                  | 768,366                           | 40,941,214            |
| Altoona Schools          | 129,702                     | 0                                 | 129,702               |
| C. V. Technical College  | 7,043,145                   | 134,257                           | 7,177,402             |

Upon the taxable real and personal property in that part of the City of Eau Claire located in Chippewa County:

## City of Eau Claire 2013 Adopted Program of Services

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| <u>Chippewa County</u>      | Apportioned<br><u>Levy</u> | Levy for<br><u>TIF Districts</u> | Total<br><u>Levy</u> |
|-----------------------------|----------------------------|----------------------------------|----------------------|
| Chippewa County             | 567,492                    | 31                               | 567,523              |
| State Forestry              | 26,941                     | 0                                | 26,941               |
| Chippewa Falls Area Schools | 51,230                     | 0                                | 51,230               |
| Eau Claire Schools          | 1,550,129                  | 87                               | 1,550,216            |
| C. V. Technical College     | 280,284                    | 15                               | 280,299              |

**BE IT FURTHER RESOLVED** that the Finance Director is authorized to adjust the schedule of levies as required to comply with statutory levy limits, for subsequent information received from other taxing entities and for resolutions passed by Council which supersede these schedules.

Adopted,

Dated: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 489

## RESOLUTION

### **RESOLUTION LEVYING TAX RATES FOR ALL TAXABLE REAL AND PERSONAL PROPERTY ON THE 2012 TAX ROLL OF THE CITY OF EAU CLAIRE LOCATED IN EAU CLAIRE AND CHIPPEWA COUNTIES.**

**WHEREAS**, the City Council of the City of Eau Claire, Wisconsin, has, pursuant to law, levied taxes upon the taxable real and personal property in the City of Eau Claire for general city operations; and

**WHEREAS**, the City Council has levied taxes for the duly determined purposes of various governmental bodies;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That the following rates of tax are hereby levied, established and fixed upon each \$1,000 of assessed valuation on all the taxable real and personal property in the 2012 tax roll of the City of Eau Claire situated in the County of Eau Claire:

| <u>Eau Claire County</u> | <u>Tax Rate/\$1,000</u> |
|--------------------------|-------------------------|
| General City             | 7.167565                |
| Public Library           | 0.674002                |
| City-County Health       | 0.394330                |
| Eau Claire County        | 3.511205                |
| State Forestry           | 0.164103                |
| Eau Claire Schools       | 9.771415                |
| Altoona Schools          | 9.343784                |
| C.V. Technical College   | 1.707370                |

**BE IT FURTHER RESOLVED** by the City Council of the City of Eau Claire: That the following rates of tax are hereby levied, established and fixed upon each \$1,000 of assessed valuation on all the taxable real and personal property in the 2012 tax roll of the City of Eau Claire situated in the County of Chippewa:



## City of Eau Claire 2013 Adopted Program of Services

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| <u>Chippewa County</u> | <u>Tax Rate/\$1,000</u> |
|------------------------|-------------------------|
| General City           | 7.174965                |
| Public Library         | 0.674744                |
| City-County Health     | 0.394764                |
| Chippewa County        | 3.460718                |
| State Forestry         | 0.164283                |
| Chippewa Falls Schools | 10.285496               |
| Eau Claire Schools     | 9.749228                |
| C.V. Technical College | 1.709248                |

**BE IT FURTHER RESOLVED** that the Finance Director is authorized to adjust these schedules of tax rates as required to comply with statutory levy limits, for subsequent tax information received from other entities and the Wisconsin Department of Revenue and for resolutions passed by Council which supersede these schedules.

Adopted,

Dated: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

No. 2012 - 490

## RESOLUTION

### **RESOLUTION LEVYING SPECIAL ASSESSMENT CHARGES AND EXTENDING ANNUAL INSTALLMENTS OF 2012 SPECIAL ASSESSMENTS.**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That the City Clerk be and is hereby directed to extend special assessments upon the tax roll of said city for the year 2012 and all annual installments of special assessments, which by the terms of the various ordinances and resolutions under which the same are levied are chargeable and collectible in the tax roll for the year 2012, as appears from the records in the office of the City Clerk.

Adopted,

Dated: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 491

## RESOLUTION

### **RESOLUTION APPROVING THE 2013-2017 CAPITAL IMPROVEMENT PLAN FOR THE CITY OF EAU CLAIRE.**

**WHEREAS** the Plan Commission recommended approval of the 2013-2017 Capital Improvement Plan (CIP), finding that the CIP supports the Comprehensive Plan, and

**WHEREAS** the Waterways and Parks Commission has reviewed the CIP as presented to the City Council;

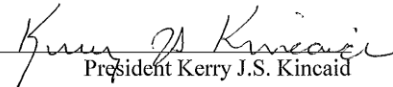
**BE IT RESOLVED** by the City Council of the City of Eau Claire: That the 2013-2017 Capital Improvement Plan is hereby approved to be used as a guideline in preparing future city capital projects, and

**BE IT FURTHER RESOLVED** that the available funding identified in the 2013-2017 Capital Improvement Plan be designated for the projects outlined in the plan; and


**BE IT FURTHER RESOLVED** that the 2013 capital projects in the amount of \$46,509,100 are hereby specifically approved and funding appropriated for implementation as submitted in the 2013 budget with projects for years 2014-2017 to be returned to the City Council for annual review and updating.

Adopted,

Date: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

## City of Eau Claire 2013 Adopted Program of Services

### PROJECT SUMMARY OVERVIEW

| FUNDING RESOURCES  | 2013              | FUTURE YEAR PROJECTS |                   |                   |                   |                      | Total |
|--|-------------------|----------------------|-------------------|-------------------|-------------------|----------------------|-------|
|  |                   | 2014                 | 2015              | 2016              | 2017              |                      |       |
| Beginning Balance  | \$ 2,015,600      | \$ 2,170,800         | \$ 2,197,800      | \$ 2,007,100      | \$ 2,476,200      | \$ 10,867,500        |       |
| Transfer from Operating Income   |                   |                      |                   |                   |                   |                      |       |
| Water Utility  | 2,330,000         | 1,890,000            | 1,670,000         | 1,000,000         | 2,300,000         | 9,190,000            |       |
| Sewer Utility  | 2,475,000         | 1,990,000            | 1,585,000         | 1,500,000         | 1,300,000         | 8,850,000            |       |
| Parking Utility  | 20,000            | -                    | -                 | -                 | -                 | 20,000               |       |
| Central Equipment  | 1,157,000         | 1,785,000            | 2,810,000         | 2,480,000         | 2,240,000         | 10,472,000           |       |
| Central Equipment: Fire Reserves   | 218,200           | -                    | 230,300           | 296,300           | 136,400           | 881,200              |       |
| Storm Water Utility  | 700,000           | 500,000              | 500,000           | 500,000           | 500,000           | 2,700,000            |       |
| Library  | 106,000           | 106,000              | 156,000           | 106,000           | 106,000           | 580,000              |       |
| Transfer from General Fund   | 2,778,600         | 2,949,400            | 2,729,000         | 2,882,000         | 3,063,100         | 14,402,100           |       |
| Transfer from Other Funds  | 610,000           | 445,000              | 410,000           | 410,000           | 410,000           | 2,285,000            |       |
| Bond Proceeds*:  |                   |                      |                   |                   |                   |                      |       |
| General Obligation Bonds   | 11,195,000        | 6,150,000            | 7,710,000         | 5,440,000         | 3,680,000         | 34,175,000           |       |
| Special Assessment Notes   | 1,600,000         | 1,600,000            | 1,600,000         | 1,600,000         | 1,600,000         | 8,000,000            |       |
| Revenue Bonds and Notes  | 20,800,000        | 21,300,000           | 8,770,000         | 2,630,000         | -                 | 53,500,000           |       |
| TIF Bonds  | -                 | 4,675,000            | -                 | 3,600,000         | -                 | 8,275,000            |       |
| Federal Aid  | 940,000           | 4,160,000            | 100,000           | 3,322,000         | 4,280,000         | 12,802,000           |       |
| State Aid  | -                 | 160,000              | -                 | 160,000           | -                 | 320,000              |       |
| Tax Increment & Interest   | 1,608,600         | 1,959,700            | 2,034,300         | 2,247,000         | 2,512,900         | 10,362,500           |       |
| Other  | 125,900           | 971,400              | 52,000            | 847,000           | 1,097,000         | 3,093,300            |       |
| <b>Total Funding Resources</b>   | <b>48,679,900</b> | <b>52,812,300</b>    | <b>32,554,400</b> | <b>31,027,400</b> | <b>25,701,600</b> | <b>190,775,600</b>   |       |
| <i>* Carry-over issues/issues to cover advances to Transit not included.</i> |                   |                      |                   |                   |                   |                      |       |
| PROJECT COSTS  | 2013              | 2014                 | 2015              | 2016              | 2017              | Total                |       |
| Water Utility  | 2,330,000         | 6,390,000            | 4,670,000         | 3,000,000         | 2,300,000         | 18,690,000           |       |
| Sewer Utility  | 23,275,000        | 18,790,000           | 7,355,000         | 2,130,000         | 1,300,000         | 52,850,000           |       |
| Parking Utility  | 100,000           | 100,000              | 100,000           | 100,000           | 100,000           | 500,000              |       |
| Public Transit   | 587,000           | 4,600,000            | 125,000           | 4,152,500         | 5,350,000         | 14,814,500           |       |
| Hobbs Municipal Ice Center   | 70,000            | 70,000               | 70,000            | 70,000            | 70,000            | 350,000              |       |
| Fairfax Municipal Pool   | 90,000            | 90,000               | 90,000            | 90,000            | 90,000            | 450,000              |       |
| Central Equipment  | 1,375,200         | 1,820,000            | 3,040,300         | 2,776,300         | 2,376,400         | 11,388,200           |       |
| Environmental Improvements   | 95,000            | 95,000               | 95,000            | 95,000            | 95,000            | 475,000              |       |
| Land, Buildings, & Equipment   | 6,857,500         | 2,597,700            | 3,745,400         | 1,985,400         | 1,075,400         | 16,261,400           |       |
| Street Improvements  | 7,193,500         | 6,898,100            | 6,400,600         | 6,718,100         | 6,199,700         | 33,410,000           |       |
| Storm Water Improvements   | 1,700,000         | 1,500,000            | 1,500,000         | 1,500,000         | 1,200,000         | 7,400,000            |       |
| Bridge Improvements  | 715,000           | 600,000              | 625,000           | 100,000           | 100,000           | 2,140,000            |       |
| Parks & Recreation Improvements  | 361,500           | 350,000              | 350,000           | 350,000           | 350,000           | 1,761,500            |       |
| TID #5 - Gateway NW Bus. Park  | 640,800           | 843,200              | 854,500           | 830,600           | 812,400           | 3,981,500            |       |
| TID #8 - Downtown Redev. Area  | 802,100           | 3,609,100            | 854,200           | 853,600           | 851,700           | 6,970,700            |       |
| TID #9 - Gateway NW Park Overlay   | -                 | 2,205,100            | 498,100           | 3,732,600         | 741,700           | 7,177,500            |       |
| Library Improvements   | 116,500           | 56,300               | 174,200           | 67,100            | 29,800            | 443,900              |       |
| Redevelopment Authority  | 200,000           | -                    | -                 | -                 | -                 | 200,000              |       |
| <b>Total Project Costs</b>   | <b>46,509,100</b> | <b>50,614,500</b>    | <b>30,547,300</b> | <b>28,551,200</b> | <b>23,042,100</b> | <b>\$179,264,200</b> |       |
| Estimated Ending Balance   | \$ 2,170,800      | \$ 2,197,800         | \$ 2,007,100      | \$ 2,476,200      | \$ 2,659,500      | \$ 11,511,400        |       |

# **City of Eau Claire 2013 Adopted Program of Services**

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No. 2012 - 492

## **RESOLUTION**

### **RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS AND AUTHORIZING AN OFFICER TO DECLARE OFFICIAL INTENT FOR FEDERAL INCOME TAX PURPOSES.**

**WHEREAS**, the Internal Revenue Service has proposed regulations that, for the purpose of determining whether interest on certain obligations of a state or local government is excluded from gross income for federal income tax purposes, permit proceeds of the obligations to be allocated to reimburse an expenditure that was paid prior to the date of issue of the obligations only if the state or local government, prior to the date of expenditure, declared its official intent to reimburse the expenditure with proceeds of a borrowing, and

**WHEREAS**, it is desirable for the City of Eau Claire, Wisconsin (the "Municipality") to be able to use the proceeds of its obligations to reimburse expenditures that are paid prior to the date of issue of the obligations,

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Eau Claire:

#### **Section 1. Authorization of Obligations.**

The City is hereby authorized to issue its General Obligation Bonds and Notes to finance the projects described in "Exhibit A", attached to and made a part of this Resolution, being a summary from the CIP described below.

#### **Section 2. Authorization to Declare Official Intent.**

The chief financial officer of the Municipality, namely, the Finance Director and any employee so designated by the Finance Director, are each hereby authorized, for the purpose of Treasury Regulations Section 1.103-18, as amended from time to time (the "Reimbursement Bond Regulations"), to declare on behalf of the Municipality that the Municipality intends to reimburse expenditures with proceeds of borrowings (a "declaration of official intent"), as specified in the Municipality's Capital Improvement Plan (CIP) for the years 2013-2017 and for any additional 2013 appropriations approved by Council subsequent to the adoption of the CIP.

#### **Section 3. Public Availability.**

The Finance Director is hereby directed to maintain each declaration of official intent and to make each declaration of official intent available for public inspection in compliance with applicable state law governing the public availability of records of official acts of the Municipality.

# City of Eau Claire 2013 Adopted Program of Services

## Section 4. Further Authorizations.

The Finance Director, and any employee of the Municipality so designated by the Finance Director, are each hereby authorized to take such further actions as may be necessary or useful to comply with the Reimbursement Bond Regulations.

## Section 5. Captions.

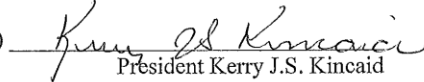
The captions or headings in this resolution are for convenience only and in no way define, limit or describe the scope or intent of any of the provisions of this resolution.

## Section 6. Effective Date.

This resolution shall take effect immediately upon its adoption.

Adopted,

Dated: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

## City of Eau Claire 2013 Adopted Program of Services

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### EXHIBIT A

#### Summary of Capital Improvement Projects to be Financed

The following information provides a general functional description of the property, project or program for which the expenditures to be reimbursed are to be paid:

2013-2017 Water Utility projects as listed on page 3 of the 2013-2017 CIP and further described on pages 4-6.

The maximum principal amount of debt expected to be incurred for such purpose is \$9,500,000.

2013-2017 Sewer Utility projects as listed on page 7 of the 2013-2017 CIP and further described on pages 8-10.

The maximum principal amount of debt expected to be incurred for such purpose is \$44,000,000.

2013-2017 Storm Water Improvements projects as listed on page 11 of the 2013-2017 CIP and further described on pages 12-13.

The maximum principal amount of debt expected to be incurred for such purpose is \$4,700,000.

2013-2017 Public Transit projects as listed on page 16 of the 2013-2017 CIP and further described on pages 18-19.

The General Fund will issue debt to finance buses, paratransit vehicles and the construction of a transfer center building. The maximum principal amount of debt expected to be incurred for such purpose is \$2,835,000.

2013-2017 Land, Buildings & Equipment projects as listed on page 34 of the 2013-2017 CIP and further described on pages 36-42.

The maximum principal amount of debt expected to be incurred for such purpose is \$9,775,000 and \$1,000,000 for projects approved in 2012.

2013-2017 Street Improvement projects as listed on page 43 of the 2013-2017 CIP and further described on pages 45-48.

The maximum principal amount of debt expected to be incurred for such purpose is \$26,940,000 and \$3,000,000 for projects approved in 2012.

2013-2017 Bridge Improvement projects as listed on page 49 of the 2013-2017 CIP and

## **City of Eau Claire 2013 Adopted Program of Services**

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further described on page 50.

The maximum principal amount of debt expected to be incurred for such purpose is \$760,000 and \$1,000,000 for projects approved in 2010, 2011 and 2012.

2013-2017 Tax Incremental District #8 projects as listed on page 58 of the 2013-2017 CIP and further described on page 59.

The maximum principal amount of debt expected to be incurred for such purpose is \$2,585,000.

2013-2017 Tax Incremental District #9 projects as listed on page 60 of the 2013-2017 CIP and further described on page 61.

The maximum principal amount of debt expected to be incurred for such purpose is \$5,690,000 and \$1,700,000 for projects approved in 2008.



# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 493

## RESOLUTION

### **RESOLUTION APPROVING THE 2013 BUDGETS FOR THE BUSINESS IMPROVEMENT DISTRICTS WITHIN THE CITY OF EAU CLAIRE AND AUTHORIZATION TO LEVY SPECIAL ASSESSMENTS.**

**WHEREAS**, the Board of Directors of the South Barstow Business Improvement District has recommended the adoption and creation of an \$80,000 assessment for tax year 2012, and

**WHEREAS**, the Board of Directors of the West Grand Avenue Business Improvement District has recommended the adoption and creation of a \$13,000 assessment for tax year 2012, and

**WHEREAS**, the Board of Directors of the Water Street Business Improvement District has recommended the adoption and creation of a \$10,000 assessment for tax year 2012, and

**WHEREAS**, the Board of Directors of the North Barstow/Medical Business Improvement District has recommended the adoption and creation of a \$44,000 assessment for tax year 2012, and

**WHEREAS**, the assessments will be levied against each commercial and industrial property within each district based on the 2012 assessed valuation, and

**WHEREAS**, those properties used exclusively for residential purposes will be exempt and also that portion of mixed-use properties used for residential purposes will be exempt,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That pursuant to the power and authority conferred under Wisconsin Statutes s. 66.1109, as created by 1983 Wisconsin Act 184, in accordance with the initial operating plan, the 2013 budgets are established and adopted as follows:

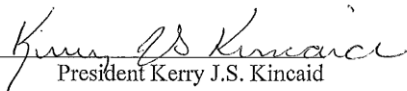
|   |          |
|---|----------|
| South Barstow Business District         | \$84,000 |
| West Grand Avenue Business District     | 17,000   |
| Water Street Business District          | 46,000   |
| North Barstow/Medical Business District | 44,000   |

## City of Eau Claire 2013 Adopted Program of Services

BE IT FURTHER RESOLVED, that a special assessment is levied upon each qualifying parcel within each Business Improvement District, and that the City Clerk is authorized and directed to extend said assessment upon the tax roll for the year 2012. The tax shall be collected in the same manner as other taxes are collected.

Adopted,

Date: November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

No. 2012 - 494

## RESOLUTION

**RESOLUTION AUTHORIZING APPLICATION TO THE WISCONSIN PUBLIC SERVICE COMMISSION FOR A WATER UTILITY RATE INCREASE IN 2012 FOR IMPLEMENTATION IN 2013.**

**WHEREAS** the Wisconsin Public Service Commission establishes the water rates for the City of Eau Claire Water Utility,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That the City Council hereby authorizes application to the State of Wisconsin Public Service Commission under Sections 196.03, 196.20, and 196.37, Wis. Stats., and all other pertinent laws and regulations, for authority to increase rates, and authorizes and directs the City Manager, or designee, to take any and all appropriate actions in connection therewith.

Adopted,  
November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

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No. 2012 - 495

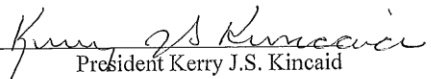
## RESOLUTION

### RESOLUTION AUTHORIZING APPLICATION TO THE WISCONSIN PUBLIC SERVICE COMMISSION FOR A WATER UTILITY RATE INCREASE IN 2013 FOR IMPLEMENTATION IN 2014.

WHEREAS the Wisconsin Public Service Commission establishes the water rates for the City of Eau Claire Water Utility,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Eau Claire: That the City Council hereby authorizes application to the State of Wisconsin Public Service Commission under Sections 196.03, 196.20, and 196.37, Wis. Stats., and all other pertinent laws and regulations, for authority to increase rates, and authorizes and directs the City Manager, or designee, to take any and all appropriate actions in connection therewith.

Adopted,  
November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

No. 2012 - 496

## RESOLUTION

### **RESOLUTION AMENDING THE CITY OF EAU CLAIRE SCHEDULE OF FEES AND LICENSES EFFECTIVE JANUARY 1, 2013.**

**WHEREAS**, the Schedule of Fees and Licenses reflects the costs incurred by the City for various services, and


**WHEREAS**, the City has incurred increases in the costs of providing services, and

**WHEREAS**, adjustments to the Schedule of Fees and Licenses are being proposed as part of the 2013 Program of Services, and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Eau Claire: That the proposed adjustments to the Schedule of Fees and Licenses are approved and the Schedule of Fees and Licenses attached hereto and made a part of by reference, is hereby amended, to become effective January 1, 2013.

**BE IT FURTHER RESOLVED** that the Finance Director is authorized to adjust the Schedule of Fees and Licenses for resolutions passed by authorizing Boards or by Council which supersede this schedule.

Introduced:            October 23, 2012  
Public Discussion:    October 29, 2012  
Second Reading:     November 7, 2012  
Adopted:              November 7, 2012

(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

# City of Eau Claire 2013 Adopted Program of Services

## ORDINANCE NO. 7023

ORDINANCE AMENDING CHAPTER 15.04 OF THE CODE OF ORDINANCES OF THE CITY OF EAU CLAIRE ENTITLED "SEWERAGE SERVICE CHARGE" TO INCREASE THE SEWER USER CHARGES AS PROPOSED IN THE 2013 PROGRAM OF SERVICES

THE CITY COUNCIL OF THE CITY OF EAU CLAIRE DO ORDAIN AS FOLLOWS:

**SECTION 1.** *That s. 15.04.030, entitled "Wastewater service charge", and specifically subsections B. 7. and B. 8., thereof, is hereby amended as follows:*

7. Charges. Charges under this chapter shall be as follows:

- a. A quarterly service charge of \$5.19; and
- b. A volume charge of \$2.89 per 100 c.f.

|                                    | <u>Effective 1/1/2011</u> |                       | <u>Effective 1/1/2012</u> |                       |
|------------------------------------|---------------------------|-----------------------|---------------------------|-----------------------|
|                                    | <u>Per 100 c.f.</u>       | <u>Per 1,000 gal.</u> | <u>Per 100 c.f.</u>       | <u>Per 1,000 gal.</u> |
| a. Plant operation and maintenance | \$.974                    | \$ 1.302              | \$1.042                   | \$ 1.393              |
| b. Replacement charge              | .039                      | .052                  | .040                      | .053                  |
| e. Debt service charge             | .000                      | .000                  | .000                      | .000                  |
| d. Collection system maint.        | 1.009                     | 1.349                 | 1.078                     | 1.441                 |
| e. Interceptor sewer               | <u>.618</u>               | <u>.826</u>           | <u>.660</u>               | <u>.882</u>           |
| <b>Total</b>                       | <b>\$ 2.64</b>            | <b>\$ 3.529</b>       | <b>\$ 2.82</b>            | <b>\$ 3.769</b>       |

8. Surcharge. The amount of surcharge for BOD or suspended solids, or both, shall be determined based on the following formula:

$$C_s = 8.34 V_u [B_c B + S_c S] \text{ where:}$$

$C_s$  = amount of surcharge, always greater than zero

$V_u$  = wastewater volume, in million gallons, for billing period

$B_c$  = \$0.34 .35/# BOD<sub>5</sub>

$B$  = BOD<sub>5</sub> discharge, minus 250 mg/l (always zero or positive)

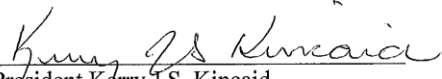
$S_c$  = \$0.30 .31/# suspended solids

$S$  = suspended solids discharged, minus 250 mg/l (always zero or positive).

**SECTION 2.** *The provisions of this ordinance shall become effective on January 1, 2013.*

**City of Eau Claire 2013 Adopted Program of Services**

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(SEAL)   
President Kerry J.S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

First Reading    October 23, 2012  
Final Reading    November 7, 2012  
Adopted            November 7, 2012  
Published

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**NOTE:** Additions are indicated by double underscore; deletions by ~~strikethrough~~. Newly created or repealed and recreated sections appear without any markings.

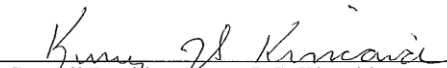
# City of Eau Claire 2013 Adopted Program of Services

## ORDINANCE NO. 7024


### ORDINANCE AMENDING THE PAY PLAN OF THE CITY OF EAU CLAIRE.

#### THE CITY COUNCIL OF THE CITY OF EAU CLAIRE DO ORDAIN AS FOLLOWS:

That the City of Eau Claire Pay Plan, specifically that part thereof pertaining to Local 284, CTSEA, Confidential and Temporary employees, is hereby amended as contained in the pay plan pages on file in the City Clerk's office, and made a part hereof by reference, effective as of the dates listed on the pay plan pages. Any position previously created but not specifically enumerated in said amendment is hereby abolished.

(SEAL)   
Council President Kerry J. S. Kincaid

(SEAL)   
Interim City Manager Brian Amundson

(ATTESTED)   
City Clerk Donna A. Austad

|                |                  |
|----------------|------------------|
| First Reading  | October 23, 2012 |
| Second Reading | November 7, 2012 |
| Adopted        | November 7, 2012 |
| Published      |                  |



# City of Eau Claire 2013 Adopted Program of Services

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## MEMORANDUM

**To:** Dale Peters  
**From:** Tennille Goshaw  
**Re:** Proposed Pay Plan Changes  
**Date:** October 16, 2012

Following are proposed changes to the City of Eau Claire Pay Plan. They reflect changes that are required to implement the 2013 budget, title changes, and provide clean-up to some obsolete sections of the pay plan. The ordinance will be voted upon as part of the budget adoption on November 7, 2012. Changes are effective January 1, 2013.

### **Pay Plan**

#### **CTSEA**

Add Elections Specialist/Deputy City Clerk (C30-12). (title change)  
Delete Election Clerk (C30-1). (title change)  
Delete Occupancy Specialist (B62-1). (pay plan alignment)  
Add Civilian Fire Inspector (C46-1). (added as part of 2013 budget)  
Add Equipment Maintenance Supervisor (D30-8). (title change)  
Delete Working Shop Supervisor (D30-2). (title change)

#### **CONFIDENTIAL**

Delete Public Works Secretary (H20-7). (reclassification)  
Add Public Works Secretary/Administrative Assistant (H30-6). (reclassification)  
Add Legal Assistant/Paralegal (H30-5). (title change)  
Delete Legal Secretary/Deputy City Clerk (H30-1). (title change)

#### **LOCAL 487**

Delete Fire Inspector I (L49-1). (eliminated as part of 2013 budget)  
Delete Fire Inspector I-EMT Certified (L50-1). (eliminated as part of 2013 budget)  
Add Lead Fire Inspector (L55-2). (title change)  
Delete Fire Inspector II (L55-1). (title change)  
Add Lead Fire Inspector-EMT Certified (L57-2). (title change)  
Delete Fire Inspector II-EMT Certified (L57-1). (title change)

#### **RECREATION**

Add Building Supervisors (step A).  
Add Specialized Recreation Director (step C). (title change)  
Delete Special Populations Director (step C). (title change)  
Add Instructors/Partnership Programs (title change)  
Delete Instructors/Specialized Programs (title change)

## **City of Eau Claire 2013 Adopted Program of Services**

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### Under Program Coordinators

Delete Community Center Supervisor

Delete Youth Art

Delete Special Populations Leader

Add Specialized Recreation Leader

### Under Facility Managers

Delete Hobbs Ice Center

Add Concessions (Carson)

### **SCHEDULE OF FEES FOR OFFICIALS**

Change Referee in Chief pay from per season to per installment (6 maximum).

City of Eau Claire, Wisconsin

# **2013 Adopted Program of Services**

November 7, 2012



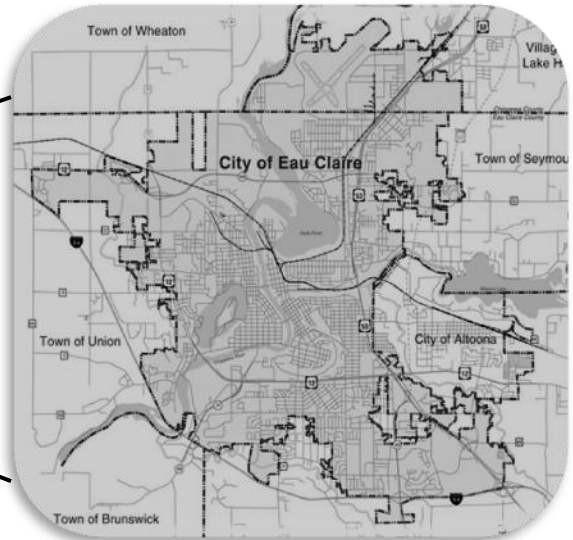
## **Gauging the City**

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|---|--------|
| Community Profile                       | K-1    |
| General Statistical Data                | K-2    |
| Education, Health Care & Cost of Living | K-4    |
| Economic Development                    | K-5    |
| Principal Taxpayers & Major Employers   | K-7    |



# City of Eau Claire

## Community Profile



### CITY OF EAU CLAIRE – HONORS

Eau Claire has been consistently recognized by national surveys as highly rated for overall quality of life. Some of the many recognitions are as follows:

- The *Milken Institute* found Eau Claire to be 39<sup>th</sup> nationally and in the top five in the state as one of the **“Best Performing Small Cities 2011.”**
- *Forbes* magazine declared the Eau Claire metropolitan area to be 38<sup>th</sup> nationally for, **“Best Small Places for Business and Careers 2011.”**
- *CQ Press’ “Lowest Crime Ranking”* puts Eau Claire MSA as number 50 nationwide, with a score 43.55 points below the national average.
- *Farmers Insurance* ranked Eau Claire as 15<sup>th</sup> in, **“Secure Places to Live 2011,”** among small towns.
- *UW Institute for Population Health* ranked Eau Claire County sixth in **“Quality of Physical Environment,”** and sixth in **“Health Factors,”** when compared to all other Wisconsin Counties.
- In 2012, *Kiplinger* ranked Eau Claire as seventh in its, **“10 Best Cities for Cheapskates.”**
- In a study by Richard Florida, in conjunction with Lumo Labs, Eau Claire was ranked 23<sup>rd</sup> as one of **“America’s Brainiest Cities.”**
- *AARP The Magazine* listed Eau Claire as 4<sup>th</sup> in **“The Best U.S. Cities for Retiring on \$100 a Day.”**
- *Area Development* recognized Eau Claire as the 8<sup>th</sup> best from, **“Recession Busting Cities.”**

### POPULATION

|      |              |
|------|--------------|
| 1970 | 44,619       |
| 1980 | 51,509       |
| 1990 | 56,856       |
| 2000 | 61,704       |
| 2007 | 65,202       |
| 2008 | 65,362       |
| 2009 | 65,950       |
| 2010 | 65,883       |
| 2011 | 66,060       |
| 2012 | 66,170 (est) |

*(Wisconsin Dept. of Administration)*

### EAU CLAIRE

The City of Eau Claire (French for “Clear Water”) is located in west central Wisconsin at the confluence of the Eau Claire and Chippewa Rivers, and was originally established as a lumbering settlement in the 1840s. Today it serves as the major center for health and professional services, education, retail trade and industry in the Chippewa Valley or more generally west central Wisconsin. The City covers an area of approximately 34 square miles. The City’s population is 66,060 and the Eau Claire Metropolitan Area population is approximately 161,100. The majority of the City’s population and property value are located in Eau Claire County, but a portion of the City is also located in Chippewa County.

# City of Eau Claire



## General Statistical Data

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|  |   |                         |                          |
|--|---|-------------------------|--------------------------|
| <b><u>Acreage:</u></b>   | 33.9 Square Miles   |                         |                          |
| <b><u>Form of Government:</u></b>                                    | Council – Manager   |                         |                          |
| <b><u>Fiscal Year:</u></b>   | January 1 through December 31   |                         |                          |
| <b><u># of City Employees:</u></b>                                   | 493.75 City Positions, 35.97 Library Positions, 33.85 Health Dept. Positions and 3.09 CDBG Positions  |                         |                          |
| <b><u>Population Statistic:</u></b>                                  | 2012 Estimated Population – 66,170<br>Labor Force (MSA – July 2012) – 88,440<br>Unemployment Rate – 6.9% (July 2012)  |                         |                          |
| <b><u>Election Statistics:</u></b>                                   |   | <b>Presidential</b>     | <b>Local</b>             |
|  |   | <b><u>Nov. 2008</u></b> | <b><u>April 2012</u></b> |
|  | Registered Voters   | 47,559                  | 32,479                   |
|  | Voter Turnout   | 37,409                  | 12,228                   |
|  | Percentage of Turnout   | 78.7%                   | 37.6%                    |
| <b><u>Educational Statistics:</u></b>                                | Public School Enrollment (2011 – 2012) – 11,030<br>Private School Enrollment (2011 – 2012) – 1,563  |                         |                          |
| <b><u>City Bond Ratings:</u></b>                                     | Standard & Poor’s – “AA+”<br>Moody’s – “Aa1”  |                         |                          |
| <b><u>Utility Statistics:</u></b><br><b>(December 2011)</b>          | <p><b>Water Utility:</b><br/>15 Operating City Wells - Average Daily Pumpage of 8.76 Million Gallons<br/>6 Water Booster Stations<br/>375 Miles of Water Main<br/>6 Water Towers &amp; Reservoirs - Total Storage Capacity of 16.1 Million Gallons<br/>3,831 Fire Hydrants<br/>26,371 Water Customers</p> <p><b>Sewer Utility:</b><br/>Wastewater Treatment Plant Capacity – 12 Million Gallons per Day<br/>23 Sewage Pump Stations<br/>356 Miles of Sewer Main<br/>25,460 Customers</p> <p><b>Storm Water Utility:</b><br/>46.9 Square Miles of Drainage Area<br/>6 Major Drainage Basins<br/>218 Miles of Storm Sewer Main<br/>64.3 Miles of Inlet Leads<br/>56 Detention Facilities<br/>127 Outfalls</p> |                         |                          |
| <b><u>Street Lights &amp; Signals:</u></b><br><b>(December 2011)</b> | 2,107 Commercial Street Lights<br>3,178 Residential Street Lights<br>42 City Owned Traffic Signals  |                         |                          |

# City of Eau Claire 2013 Adopted Program of Services

**Streets & Bridges:**  
**(December 2011)**

343.32 Miles of Streets  
16 Road Bridges – City Owned  
9 Pedestrian Bridges  
14 Pedestrian Underpasses

**Recreation:**

1,035 Acres of City Parks, Playgrounds and Ballfields  
9 Community Parks  
18 City Parks and Playgrounds  
30.3 Miles of Paved Trail System  
5.7 Miles of Groomed Cross-County Ski Trails  
Fairfax Municipal Pool  
Hobbs Municipal Ice Center  
Carson Park Football Stadium  
Carson Park Baseball Stadium  
Off-Leash Dog Park  
Soccer Park

**Housing:**

27,919 Total Housing Units  
15,223 Single-Family Detached Units  
1,687 Single-Family Attached Units  
10,428 Multiple-Family Units (including duplexes)  
3,940 Multi-Family Parcels (including duplexes)  
581 Mobile Homes and Trailers (from US Census Bureau)

**Property Values:**

| Assessed Valuation of All Property in the City of Eau Claire |                         |           |                      |
|--|-------------------------|-----------|----------------------|
|  | 2012 Budget             | 2013      |                      |
| <b>Real Estate</b>   |                         |           |                      |
| Residential  | \$ 2,586,759,300        | \$        | 2,595,864,400        |
| Commercial   | 1,427,190,700           |           | 1,442,119,500        |
| Manufacturing  | 150,134,800             |           | 167,660,700          |
| Agricultural   | 87,100                  |           | 83,900               |
| <b>Total</b>   | <b>4,164,171,900</b>    |           | <b>4,205,728,500</b> |
| <b>Personal Property</b>                                     |                         |           |                      |
| City   | 131,570,000             |           | 128,430,900          |
| Manufacturing  | 19,729,400              |           | 33,607,900           |
| <b>Total</b>   | <b>151,299,400</b>      |           | <b>162,038,800</b>   |
| <b>Total value</b>   | <b>\$ 4,315,471,300</b> | <b>\$</b> | <b>4,367,767,300</b> |

| Total Property in the City of Eau Claire |        |        |  |
|--|--------|--------|--|
| Total Properties                         | 2012   | 2013   |  |
| Real Estate                              | 23,230 | 23,206 |  |
| Personal Property                        | 2,195  | 2,212  |  |

**Development:**

| Development Review Activity |       |          |                 |           |        |       |
|-----------------------------|-------|----------|-----------------|-----------|--------|-------|
|                             | Total | Rezoning | Conditional Use | Site Plan | Appeal | Plats |
| 2012 (June)                 | 54    | 7        | 15              | 27        | 3      | 2     |
| 2011                        | 70    | 11       | 17              | 36        | 3      | 3     |
| 2010                        | 89    | 16       | 22              | 41        | 5      | 5     |
| 2009                        | 78    | 21       | 22              | 29        | 3      | 3     |
| 2008                        | 127   | 32       | 42              | 46        | 4      | 3     |
| 2007                        | 132   | 28       | 35              | 55        | 11     | 3     |
| 2006                        | 136   | 36       | 35              | 46        | 6      | 13    |
| 2005                        | 171   | 30       | 37              | 68        | 15     | 21    |
| 2004                        | 145   | 28       | 35              | 64        | 9      | 9     |
| 2003                        | 168   | 58       | 36              | 58        | 4      | 12    |
| 2002                        | 161   | 34       | 32              | 66        | 9      | 20    |
| 2001                        | 154   | 33       | 39              | 58        | 14     | 10    |
| 2000                        | 186   | 38       | 49              | 65        | 18     | 16    |
| 1999                        | 173   | 42       | 26              | 70        | 23     | 12    |

| Permits Issued |            |          |            |          |         |        |               |
|----------------|------------|----------|------------|----------|---------|--------|---------------|
|                | Est. Insp. | Building | Electrical | Plumbing | Heating | Others | Total Permits |
| 2012 (June)    | 5,406      | 697      | 388        | 294      | 345     | 78     | 1,802         |
| 2011           | 9,354      | 1,193    | 593        | 494      | 691     | 147    | 3,118         |
| 2010           | 10,179     | 1,151    | 713        | 640      | 738     | 151    | 3,393         |
| 2009           | 9,741      | 1,072    | 678        | 648      | 675     | 174    | 3,247         |
| 2008           | 10,269     | 1,063    | 742        | 622      | 800     | 196    | 3,423         |
| 2007           | 10,962     | 1,159    | 821        | 705      | 785     | 184    | 3,654         |
| 2006           | 12,147     | 1,255    | 929        | 798      | 903     | 164    | 4,049         |
| 2005           | 12,000     | 1,175    | 877        | 713      | 918     | 183    | 3,866         |
| 2004           | 13,700     | 1,375    | 959        | 936      | 1,130   | 147    | 4,547         |
| 2003           | 14,124     | 1,510    | 981        | 950      | 1,134   | 184    | 4,759         |
| 2002           | 13,038     | 1,340    | 920        | 840      | 1,051   | 190    | 4,341         |
| 2001           | 14,322     | 1,443    | 1,014      | 1,014    | 1,102   | 201    | 4,774         |
| 2000           | 14,700     | 1,479    | 1,207      | 964      | 1,155   | 207    | 5,012         |
| 1999           | 14,000     | 1,431    | 991        | 834      | 1,157   | 174    | 4,587         |

# City of Eau Claire



## Education, Health Care & Cost of Living

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### EDUCATION

Eau Claire prides itself on the outstanding education available within the City. The Eau Claire Area School District provides K-12 education and consists of 12 elementary schools, three middle schools, two high schools and two charter schools. As a whole, the Eau Claire Area School District's excellent education system has been well noticed and rated in the top 15% of preferred school districts in the nation by a national independent study from parents and employers.

Faith-based private education is available through the Regis Catholic Schools, which has five schools including a high school and two child development centers with a total k-12 enrollment for 2011-2012 of 870 students. Other private schools include: Bethel Christian School, Eau Claire Academy, Crestview Academy, Immanuel Lutheran High School, Messiah Lutheran School, John Paul II Academy and St. Mark Evangelical Lutheran School. The enrollment for these schools range from approximately 4 students to 200; making the total 2011-2012 private education enrollment 1,563 students.

The City of Eau Claire is home to three institutions of higher education. Approximately 12,281 students attend UW – Eau Claire, a University that has earned honors in the *US & News World Report's* "Best American Colleges" Guide, *Kiplinger's* finance magazine and *The Princeton Review*.

Chippewa Valley Technical College is another institute of higher education that provides students with high quality education and employers with an amazing resource for job training and skilled workforce.

The most recent of the three institutions is Globe University, a campus of Minnesota College of Business offering Bachelor and Master degree programs in Business Administration, Health Care Management and Information Technology.

### HEALTH CARE

As a regional center, Eau Claire offers the best medical care in West Central Wisconsin. Those seeking professional help can choose from a wide variety of hospitals, clinics, pharmacies, chiropractors, alternative medicine practitioners, massage therapists, dentists and other health care professionals. The four major medical providers located within Eau Claire, three of which account for over 1,000 employees each, provide the area with state-of-the-art, quality health care.

Mayo Clinic Health System offers a full range of quality medical services, including cardiac and orthopedic surgery and cancer and trauma care programs. A network of providers in west-central Wisconsin provides access to experts close to home. Sacred Heart Hospital contains such specialty centers as Center for Cancer Research and Preventions, Specialized Neuroscience Center, Renal Dialysis Center, the Advanced Center for Surgery, and has initiated the construction of a five-story, 385,000 square foot bed tower completed in 2012. Marshfield Clinic has more than 57 locations in Wisconsin's northern, western, and central locations and is well known in Eau Claire as the Regional Cancer Center. OakLeaf Medical Network is an institute that links over 150 independent physicians who provide personalized care throughout 29 northwestern Wisconsin communities in over 45 areas of specialization.

### COST OF LIVING

With rising costs of inflation affecting the entire nation, the importance of affordable living is a common concern. Eau Claire routinely participates in the nationwide Accra Cost of Living Index (a government-recognized survey that accurately and reliably compares individual city data), in order to determine how its costs compare to other cities. Throughout the years of participation in the survey, Eau Claire's cost of living has consistently ranked below the national average of 100. The most recent data from 2011 indicated that Eau Claire's ranking was at 90.2.

# City of Eau Claire



## Economic Development

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### GATEWAY WEST BUSINESS PARK

The Gateway West Business Park is a 200-acre park serviced by utilities and located on Eau Claire’s northwest side. Only a few commercial and industrial sites are still available in this well-established park. It is home to Hutchinson Technology Inc., Silver Spring Foods, Idexx and Choice Products USA.

- Zoning: Light Industrial (light manufacturing, industrial sales/services, warehouse, and distribution)
- Current Technology Infrastructure:
  - Fiber Optics to CVTC (Charter Communications)
  - Fiber Optics (SBC)
  - ISDN (SBC)
  - DSL (SBC)
  - Video Conferencing Rooms (CVTC)
- Utilities:
  - Electricity and natural gas provided by Xcel Energy
  - Municipal water is available
  - Sanitary and storm sewer are available
- Transportation:
  - Strategically located adjacent to Highways 12 and 312
  - Five miles from the Chippewa Valley Regional Airport



### GATEWAY NORTHWEST BUSINESS PARK

The Gateway Northwest Business Park is Eau Claire’s newest park. Adjacent to Gateway West, it encompasses 639 acres serviced by utilities with a portion of acreage set aside for hi-tech companies. Approximately 435 acres are currently available for development. This park is home to companies such as Nestle, Minnesota Wire and the Chippewa Valley Technical College Manufacturing Technology Center.

- Zoning: Light Industrial (light manufacturing, industrial sales/services, warehouse and distribution)
- Current Technology Infrastructure:
  - Fiber Optics to CVTC (Charter Communications)
  - Fiber Optics (SBC)
  - ISDN (SBC)
  - DSL (SBC)
  - Video Conferencing Rooms (CVTC)
- Utilities:
  - Electricity and natural gas provided by Xcel Energy
  - Municipal water is available
  - Sanitary and storm sewer are available
- Transportation:
  - Strategically located adjacent to Highways 12 and 312
  - Five miles from the Chippewa Valley Regional Airport





# City of Eau Claire 2013 Adopted Program of Services

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## SKY PARK INDUSTRIAL CENTER

Located on Eau Claire's south side, Sky Park Industrial Center is a 120-acre high-amenity park especially suited for light manufacturing. Protective covenants ensure the park maintains its high level of amenities. Companies located in Sky Park include Phillips Plastics, Accu-Tech Plastics, Five Star Plastics and Documation, LLC.

- Zoning: Light Industrial (light manufacturing, industrial sales/services, warehouse, and distribution)
- Current Technology Infrastructure:
  - Fiber Optics to CVTC (Charter Communications)
  - ISDN (SBC)
  - DSL (SBC)
- Utilities:
  - Electricity and natural gas provided by Xcel Energy
  - Municipal water is available
  - Sanitary and storm sewer are available
- Transportation:
  - Strategically located adjacent to Highway 37
  - Less than one mile from I-94 interchange



## CHIPPEWA VALLEY INDUSTRIAL PARK

The Chippewa Valley Industrial Park is a 425-acre park serviced by utilities and located on Eau Claire's northeast side. It is the most established park in Eau Claire and boasts easy access to its neighbor, the Chippewa Valley Regional Airport. Only a few available sites remain. This park is home to a variety of heavy and light manufacturers. Companies such as PDM Bridge, Parco Windows, Huesbsch Services, Plank Enterprise and McDonough Manufacturing are located here.

- Zoning: Combination of Light and Heavy Industrial
- Current Technology Infrastructure:
  - Fiber Optics to CVTC (Charter Communications)
  - Fiber Optics (SBC)
  - ISDN (SBC)
  - DSL (SBC)
- Utilities:
  - Electricity and natural gas provided by Xcel Energy
  - Municipal water is available
  - Sanitary and storm sewer are available
- Transportation:
  - Adjacent to the Chippewa Valley Regional Airport
  - Strategically located adjacent to Highway 53
  - Just minutes from Highway 312
  - Rail spurs available on some sites





# City of Eau Claire

## Principal Taxpayers & Major Employers

### 2011 Principal Taxpayers

| <u>Taxpayer</u>             | <u>Equalized Value<br/>(in 1,000s)</u> | <u>Rank</u> | <u>Percentage of<br/>Total Equalized<br/>Value</u> |
|-----------------------------|--|-------------|--|
| Oakwood Hills Mall          | \$ 73,294                              | 1           | 1.73%  |
| Mayo Health Systems         | 63,619                                 | 2           | 1.50%  |
| Keystone Corporation        | 39,095                                 | 3           | 0.92%  |
| Hutchinson Technology, Inc. | 37,025                                 | 4           | 0.87%  |
| Nestle Foods                | 35,016                                 | 5           | 0.82%  |
| Marshfield Clinic           | 33,290                                 | 6           | 0.78%  |
| Royal Credit Union          | 22,210                                 | 7           | 0.52%  |
| Menard's Inc.               | 20,079                                 | 8           | 0.47%  |
| Phillips Properties         | 16,891                                 | 9           | 0.40%  |
| Walmart                     | 12,830                                 | 10          | 0.30%  |
| Principal Taxpayers Total   | <u>\$ 353,349</u>                      |             |  |
| Total City Equalized Value  | <u>\$ 4,247,468</u>                    |             |  |

### 2011 Major Employers

| <u>Employer</u>                      | <u>Employees</u> | <u>Rank</u> | <u>Percentage of<br/>Total City<br/>Employment</u> |
|--------------------------------------|------------------|-------------|--|
| Menard's Inc.                        | 4,500            | 1           | 12%  |
| Luther Midelfort Mayo Health System  | 3,158            | 2           | 8%   |
| Sacred Heart Hospital                | 1,450            | 3           | 4%   |
| United Health Group                  | 1,350            | 4           | 4%   |
| Eau Claire Area School District      | 1,339            | 5           | 3%   |
| University of Wisconsin - Eau Claire | 1,300            | 6           | 3%   |
| Hutchinson Technology                | 790              | 7           | 2%   |
| Marshfield Clinic - Eau Claire       | 717              | 8           | 2%   |
| Nestle Foods                         | 576              | 9           | 2%   |
| City of Eau Claire                   | <u>566</u>       | 10          | 1%   |
| Total Principal Employers            | <u>15,746</u>    |             | 41%  |
| Total Employees in City              | <u>38,382</u>    |             |  |

City of Eau Claire, Wisconsin

# 2013 Adopted

# Program of Services

November 7, 2012



## Glossary

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Glossary of Terms

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# City of Eau Claire



## Glossary

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**APPROPRIATION** - An authorization by the City Council that permits city staff to incur obligations and to expend governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period in operating funds.

**ASSESSED VALUATION** - The estimated value placed upon real and personal property by the city assessors as the basis for levying property taxes.

**BENEFITS** – See Employee Benefits

**BONDED DEBT** - A written promise to pay a specified sum of money at a future date along with periodic interest. Proceeds from bonds are typically used for long-term debt to pay for construction of capital projects or purchase major equipment.

**BUDGET (OPERATING)** - A plan of financial operation embodying proposed expenditures for a given period, typically a fiscal year, and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

**BUSINESS IMPROVEMENT DISTRICT (BID)** - A district created under State statute by petition to the City from owners of commercial property. The purpose is to allow businesses within the district to develop, manage and promote their district and provide a method to fund these activities through a self-imposed assessment.

**CAPITAL OUTLAY** - Payment for purchase or construction of any item having a unit cost of more than \$5,000 and a useful life of more than one year. Typical capital outlay items include vehicles, construction equipment, land, buildings and infrastructure.

**CAPITAL PROJECT (CAPITAL IMPROVEMENT)** - Major construction, acquisition, or renovation activities that add value to the City's physical assets or significantly increase their useful life. Projects normally have a cost in excess of \$20,000 and may be active up to five years.

**CONTINGENCY** - Funds set aside but not appropriated or approved for use. These funds could be used for unanticipated expenditures, new programs or to absorb unexpected revenue losses. The City Council must approve use of these funds.

**CONTRACTUAL SERVICE** - Services such as postage, printing, employee travel, repairs and rentals purchased from private contractors.

**DEBT SERVICE** - Payment of principal and interest to holders of the City's debt instruments.

**DEFICIT** - Excess of an entity's liabilities over its assets (a negative fund balance). The term may also be used to describe a situation where expenditures exceed revenues.

**DEPARTMENT** - A major organizational unit in the City comprised of related work activities aimed at accomplishing a major service or regulatory program.

**DIVISION** - An organizational subdivision of a department.

**EMPLOYEE BENEFITS** - Contributions made by the City to designated funds to meet commitments or obligations for employee fringe benefits, including Social Security, Wisconsin Retirement System and the other medical, disability and life insurance plans.

## **City of Eau Claire 2013 Adopted Program of Services**

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**ENCUMBRANCES** - Obligations in the form of purchase orders, contracts or salary commitments that are chargeable to an appropriation. Encumbrances are used for budget-control during the year and not carried on the financial records at year-end. Goods and services received after the close of the fiscal year are charged to the next year's budget.

**ENTERPRISE FUND** - A separate financial entity used for government operations financed and operated in a manner similar to a business enterprise for which preparation of an income statement is desirable.

**EQUALIZED VALUE** - The estimated value placed upon real and personal property by the State Department of Revenue. Equalized values are the basis upon which County and School District tax levies are distributed to each municipality.

**EXPENDITURES (EXPENSES)** - For funds using the modified accrual basis of accounting, the cost of goods received and services rendered are recognized when measurable and reflect near-term outflows of cash. Funds using full accrual accounting (proprietary funds) measure costs for operations, capital outlay and debt service as soon as the underlying event or transaction occurs.

**FISCAL YEAR** - The 12-month period to which the annual operating budget applies. The fiscal year is also the calendar year for all City funds except for the Community Development Block Grant fund, which operates on a federal fiscal year.

**FULL-TIME EQUIVALENT (FTE) POSITIONS** - Each FTE is equal to a standard work year or 2,080 hours. Police and Firefighters may have a different standard work year. Part-time positions are converted to the decimal equivalent position based on total hours per year.

**FUND** - An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities segregated for the purpose of carrying on specific activities or attaining certain objectives.

**FUND BALANCE** - The excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

**GENERAL FUND** - The fund supported by taxes, fees and other revenues that may be used for any lawful purpose. The General fund accounts for all City operations that are not specifically accounted for in another fund.

**GENERAL OBLIGATION BONDS** - Long-term debt obligations that are backed by the full faith and credit of the City.

**GRANTS** - Contributions or gifts of cash or other assets from another governmental entity to be used or expended for a specified purpose, activity or facility.

**INTERGOVERNMENTAL REVENUE** - A contribution of assets (usually cash) by one governmental unit to another. Typically, these contributions are made to local governments from the State and Federal governments. Grants are usually made for specified purposes.

**INTERNAL SERVICE FUND** - Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, on a cost reimbursement basis.

**MARKET VALUE** - The estimated value of real and personal property based upon the current price at which both buyers and sellers are willing to do business.

**MILL RATE** - The property tax rate stated in terms of dollars and cents for every \$1,000 of assessed property value. [See Tax Rate]

**NON-DEPARTMENTAL** - Program costs that do not relate to any one department, but represent costs of a general citywide nature.

**OPERATING TRANSFER** - Routine and/or recurring transfers of assets between funds.

## **City of Eau Claire 2013 Adopted Program of Services**

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**ORDINANCE** - A formal legislative enactment by the City Council, which implements or amends local law. Any budgetary change that affects total appropriations, levies, use of reserved appropriations, personnel authorizations or duties and powers of appointed officials requires the adoption of an ordinance.

**PAYMENT IN LIEU OF TAXES** - Charges to an enterprise fund for which the City would receive property taxes if the enterprise were a private sector operation. Some enterprise funds are assessed a Payment in Lieu of Property Tax based on the value of the real property assets of the fund. Enterprise funds that are routinely subsidized by General Fund have been forgiven this payment.

**PERSONAL SERVICES** - Services rendered by full-time and part-time employees to support the functions of city departments. Costs include wages, special pays, health insurance and other related benefits.

**PROGRAM** - A distinct function of city government provided to the public or a function providing support to the direct services of other city departments.

**REVENUE** - Income derived from taxes, fees and charges. In the broader sense, "revenue" refers to all government income, regardless of source, used to fund services.

**REVENUE BONDS** - A bond that is payable from a specific source of revenue and to which the full faith and credit of the City is not pledged. Revenue bonds are generally utilized by enterprise funds such as the Water and Sewer Utilities.

**SPECIAL ASSESSMENT** - A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement of service deemed to primarily benefit those properties.

**SPECIAL PAYS** - The term 'special pays' refers to the costs of pays not included in the 'wages' account. Examples would include longevity, police incentive, educational incentive, police and fire holiday, hazardous materials and deferred compensation pay.

**TAX INCREMENTAL FINANCING DISTRICT (TIF or sometimes TID)** - A geographical area designated for public and private development. Public improvements are funded by debt that is repaid by segregating the increased property taxes resulting from private development within the district.

**TAX LEVY** - The total amount of property taxes imposed by a government.

**TAX RATE** - The amount of tax stated in terms of a unit of the tax base. The tax rate is expressed in terms of "*mills*," with one mill equivalent to \$1 of tax for every \$1,000 of assessed value.

**WAGES** - Wages are a part of payroll costs. The 'wage' expense account includes the direct program cost of employees, paid leave and other pays.