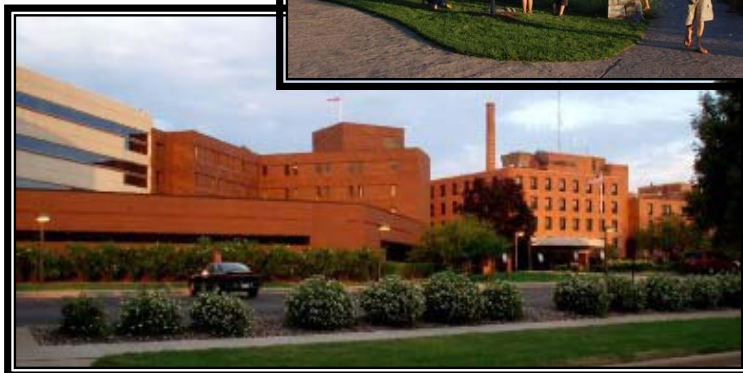


# *City of Eau Claire* *2010 Adopted* *Program of Services*

*Adopted November 5, 2009*







City of Eau Claire, Wisconsin

# ***2010 Adopted Program of Services***

Adopted November 5, 2009

Prepared by:  
Department of Finance

Rebecca K. Noland, CPA  
Director of Finance

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



# Table of Contents

## Budget Message

Page #

City Manager's Post Adoption Budget Message  
City Manager's Budget Message

*i - ii*  
*iii - xi*

## Introduction

City Council  
Executive Management Team  
Organizational Chart

A-1  
A-2  
A-3

## Overviews

Budget Comparison  
Financial Organization Chart  
Tax Overview  
Budget Overview

B-1  
B-8  
B-10  
B-12

## General Fund - 100

Total General Fund Budget Summary  
General Fund Revenue Detail  
City Council  
Administrative Services Overview  
    City Manager's Office  
    City Clerk  
    Information Services  
City Attorney's Office  
Finance Department - Overview  
    Finance Administration  
    Financial Services  
    Assessing  
Human Resources/Purchasing  
Development Services - Overview  
    Planning  
    Inspections  
Public Works - Overview  
    Public Works Administration  
    Engineering/GIS  
    Building & Grounds Maintenance  
    Streets Operations  
Parks & Recreation & Forestry - Overview  
    Parks & Recreation Administration  
    Parks Maintenance  
    Recreation  
    Forestry  
Police Department - Overview  
    Administration/Administrative Services  
    Patrol  
    Detective  
    Communication Center  
Fire & Rescue Department - Overview  
    Fire Administration  
    Operations  
    Emergency Medical Services  
    Inspections  
Non-Departmental

C-1  
C-2  
C-7  
C-9  
C-11  
C-12  
C-13  
C-14  
C-16  
C-18  
C-19  
C-20  
C-21  
C-23  
C-25  
C-26  
C-27  
C-30  
C-31  
C-32  
C-33  
C-36  
C-39  
C-40  
C-41  
C-42  
C-43  
C-46  
C-47  
C-48  
C-49  
C-50  
C-52  
C-53  
C-54  
C-55  
C-56



# Table of Contents

## Special Revenue Funds

---

	Page #
Economic Development	D-1
Community Enhancement	D-3
Downtown Fund	D-5
Cemetery Maintenance	D-7
Hazardous Materials	D-9
L.E. Phillips Memorial Public Library	D-11
City-County Health Department - Overview	D-13
Administration	D-15
Public Health Nursing	D-16
Environmental Health	D-17
CDBG	D-18
Landfill Remediation	D-20

## Debt Service Fund

---

Debt Service	E-1
--------------	-----

## Enterprise Funds

---

Water Utility	F-1
Sewer Utility	F-3
Storm Water Utility	F-5
Parking Utility	F-7
Public Transit	F-9
Hobbs Municipal Ice Center	F-11
Fairfax Municipal Pool	F-13

## Internal Service Funds

---

Risk Management	G-1
Central Equipment	G-3

## Component Units

---

Redevelopment Authority	H-1
Downtown BID #1	H-3
West Grand BID #2	H-5
Water Street BID #3	H-7
North Barstow/Medical Street BID #4	H-9

## Policies

---

Budget & Financial Management Policies	I-1
--	-----

## Budget Summaries

---

Gross Tax Levy for Each Taxing Entity	J-1
Tax Rates per \$1,000 Assessed Value	J-2
Assessed Value Compared to Equalized Value	J-4
Position Control Summary	J-5



# Table of Contents

## **Budget Summaries (Continued)**

## **Page #**

Payroll Costs by Fund	J-7
General Obligation Debt Limitation	J-9
Debt Summary	J-10
Principal & Interest Requirements to Maturity	J-13
Adopted Budget Motions & Ordinances	J-18

## **Gauging the City**

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

## **Glossary**

Glossary of Terms	L-1
-------------------	-----

# City of Eau Claire

## City Manager's Post Adoption Budget Message

---



### BUDGET DELIBERATION RESULTS

As a result of budget deliberations on November 5, 2009, the following changes were approved in the 2010 Program of Services and 2010 – 2014 Capital Improvement Plan:

#### General Fund

The appropriation for seal coating was increased \$100,000 by eliminating the transfer from the General Fund to the Parking Utility Capital Improvement Plan. As a result of the 2010 Parking Utility funding reduction, the Forest Street parking lot is now scheduled for 2011.

A subsequent motion increased the appropriation for seal coating by an additional \$100,000 through an allocation of a portion of the anticipated proceeds from the pending sale of the former UW Health building.

An additional \$52,000 in revenue is anticipated as a result of a City Council motion to increase ambulance service rates to the average of rates charged by other municipalities in west central Wisconsin. The additional revenue will be slightly offset by \$5,200 in ambulance billing fees.

#### Other Funds

The Community Enhancement transfer to support development projects in the Parks CIP was reduced by \$11,100, restoring the funding for most outside organizations to 2009 levels, excluding the contractual Chippewa Valley Convention and Visitor's Bureau allocation. Other exceptions were the Paul Bunyan Logging Camp, funded at \$31,000 and the Municipal Band, funded at \$2,900. Any excess 2010 room tax revenues shall be allocated to the Parks CIP.

An appropriation of \$1,000 for the Fire Bell Restoration Project was funded by a transfer from the Public Building Maintenance Program in the Land, Buildings, and Equipment CIP.

#### Other Directives

Contractual legal expenses will be budgeted in an account segregated only for legal expenses. Account #6157 will be listed in the Program of Services Summary of General Fund Expenditures as a separate expenditure category.

The Fiscal Policy Advisory Committee received two directives by City Council Motion. The first is to study options regarding car allowances in consideration of converting to a mileage reimbursement program and report to the City Council by July 1, 2010, and secondly, to study options for incentives for early retirement to reduce salary and longevity costs for eligible employees and report to the City Council by March 1, 2010.

**For the Future**

The difficult fiscal environment we face may produce challenges, but it also invites the opportunity for change. As we look forward, we must continue to identify creative approaches to effective management and control of City resources and services.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mike Huggins".

Mike Huggins  
City Manager



# City of Eau Claire

## City Manager’s Budget Message



**Submitted for your consideration is the City Manager’s Recommended Budget for 2010.**

The City of Eau Claire’s Mission Statement has been the guiding directive in the preparation of the 2010 Recommended Program of Services:

*“We work together to meet public needs, provide for the common good, and deliver services essential for a healthy, safe, and sustainable community. We accomplish this through transparent and accountable governance, civic engagement, and collaborative problem-solving.”*

Challenges to the development of the budget include the national economic downturn, deteriorating state fiscal conditions, legislative levy limits and expenditure mandates, and local expectations for services. The economic downturn has affected the City’s rate of return on its investments, the amount of new construction in our community, and the ability and willingness of citizens to bear the rising cost of government. The State’s sales and income tax revenues have been sharply curtailed, hampering its efforts to resolve a historical structural deficit. In turn, the State has passed its budget shortfalls to municipalities through reduced shared revenues, reduced services, and new fees. The State has also legislatively limited the City’s ability to raise levies *or* reduce spending on certain segments, including police, fire and library services. Citizens voice a preference for the City to maintain or improve its level of services in most areas, including streets maintenance, storm water drainage, public safety, snow plowing, and recreational programs.

These challenges have led to a budget conundrum. The City’s costs for maintaining services rise faster than its revenues, trending towards a budget gap of millions of dollars. Each year the City is confronted with addressing this budget gap. The City’s initial 2010 budget assessment, prepared in July 2009, is shown below.

*City of Eau Claire  
Preliminary Estimate (07-27-09)  
2010 General Fund Budget Outlook*

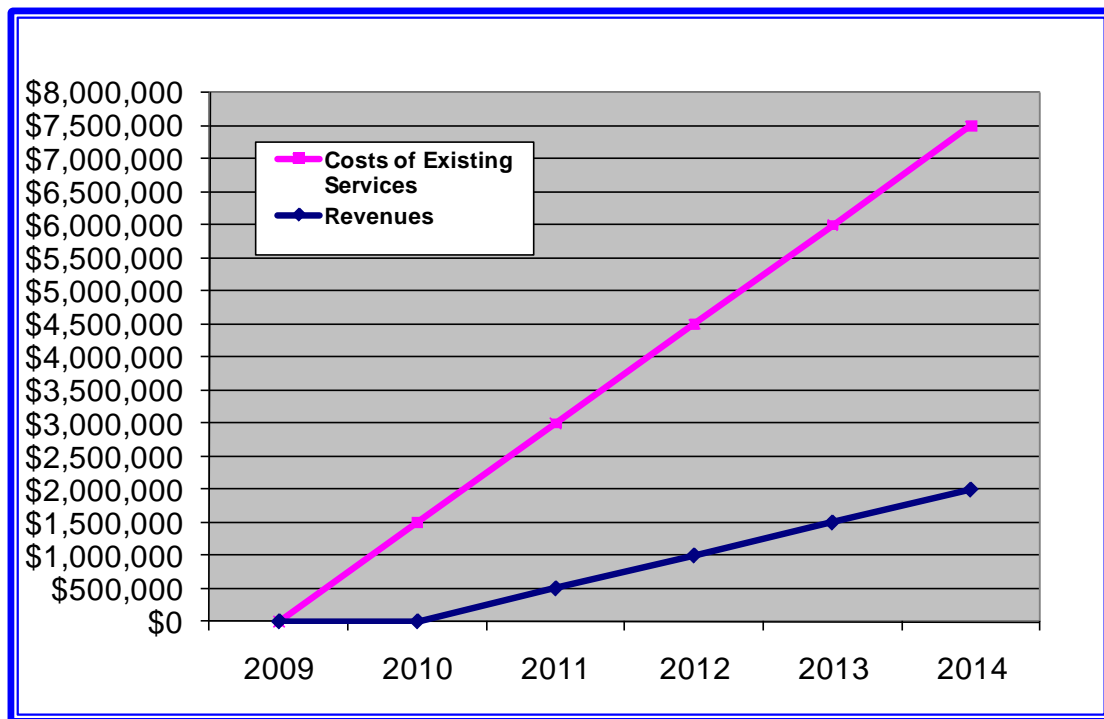
3% Levy Limit Increase	\$740,000
Major Revenue Decreases	(375,000)
Reduction in State Aids	(324,000)
Increase from Other Revenues	- 0 -
Increased Costs for Existing Services:	
- WRS Surcharge	(230,000)
- Wages, Health Insurance, & All Others	(\$1,000,000 - \$1,500,000)

## City of Eau Claire 2010 Adopted Program of Services

The 2010 gap facing the City was in the range of over \$1.1 million to \$1.7 million. In addition, the City also had to incorporate operational changes by the end of 2009 to offset the \$430,000 revenue shortfall resulting from the decision to not implement a vehicle registration fee in 2009.

The graph below illustrates the long-term budget trend the City faces. To seek public input and citizen engagement on ways to address the 2010 shortfall, the City Council scheduled 30 minute comment sessions at the start of every Monday Council meeting. Two budget workshops were also held at CVTC and Northstar Middle School. These televised efforts helped to bring an awareness of the scope of the budget challenges to the general public.

**Cumulative Comparison of Projected Costs and Revenues  
(If Existing Services are Maintained and No Additional Changes in Shared Revenue)  
2009-2014**



### Resolving the Budget Shortfall

In the General Fund, wages and benefits make up 66% of the budget. The majority of the shortfall projection was based on the effects of potential labor settlements. Significant changes in labor agreements and employee expectations were needed to resolve the shortfall and reduce the slope of the cost of services line. In an example of collaborative problem solving, the City's major unions agreed to wage settlements of 1% in 2009 and 1% in 2010. The City is deeply appreciative of the labor groups' recognition of the City's financial reality. If there are similar settlements with all of the labor groups, the City will not be faced with major layoffs or furloughs in 2009 or 2010.

## City of Eau Claire 2010 Adopted Program of Services

The chart below illustrates in a general manner the adjustments the City was able to make to balance the projected 2010 shortfall.

Resolving the Projected 2010 Shortfall		
Projected Shortfall	<u>\$ (1,700,000)</u>	to <u>\$ (2,100,000)</u>
Impact of Labor Agreements	134,200	534,200
Personnel Reductions	679,500	679,500
Subsidy Reductions	388,100	388,100
Seal Coating Reduction	100,000	100,000
Additional State Aids	244,600	244,600
Additional Levy	107,700	107,700
Other Revenues(Net)	183,600	183,600
Other Expenditure Increases(Net)	(137,700)	(137,700)
Total Budget Adjustments	<u>\$ 1,700,000</u>	<u>\$ 2,100,000</u>

The importance of the labor settlements in balancing the budget cannot be over emphasized. The first column illustrates the impact of the 1% settlements; the second column illustrates the impact of settlements in the range of 2% or more, which is more typical of City's historical pattern and current comparable settlements elsewhere in the state. The more typical labor settlements would have increased the City's projected budget shortfall by 25% or more. Position reductions are also another very significant component of the Recommended Budget. In spite of increases in the Wisconsin Retirement System payments and retiree health insurance premiums, the total General Fund payroll increased only \$193,700 or .5% of \$35.6 million. In the General Fund, 4.5 positions were eliminated, another 2 are being held open for 2010, and overtime and temporary staffing have been reduced. These reductions and other staffing changes are projected to save \$679,500. In the overall budget, for all funds, there are 10.05 positions either eliminated or held open for 2010. This represents nearly 21,000 hours of service, plus the overtime reductions.

### Impact of the Position Reductions - \$679,500

In Public Works, a vacant light equipment operator position is being eliminated, resulting in fewer hours for summer repair work and winter snow operations. The number of plow routes has been reduced in an attempt to address the reduction in personnel in the Street Division that has occurred over the past five years. The labor force in the Street Division has been reduced 14% since 2004, resulting in a gradual decrease in the level of street maintenance. A vacant custodial position will also not be filled, due to the closing of the Parks building. The reductions in custodial staffing in 2004 and 2010 have resulted in 25%



less employees available to maintain the city buildings. The frequency of bathroom cleaning, carpet cleaning, window washing, replacement of lights, and minor building repairs is less than in previous years. Overtime for snow plowing is being reduced by \$60,000, reflecting the policy change of plowing for the 3 inch snowfall rather than at the 2 inch level. One-half of the civil engineer position will be paid from the Storm Water Utility to recover the cost of storm drainage design. In the Storm Water Utility a vacant engineer position will be eliminated.

## City of Eau Claire 2010 Adopted Program of Services

---

In Parks and Recreation, one vacant semi-skilled worker's position will be eliminated, and one will be held open in 2010 for projected savings of \$147,000. As a result, there will be fewer hours of mowing in the City's parks and less time available for ball field maintenance. There will also be a reduction in the amount of shared services provided to the School District for such activities as marking the soccer fields. The Parks Department will use half the savings from holding one of the positions open to meet the rising costs of water, sewer, storm, fuel, and supplies to operate the parks facilities.

The Parks and Recreation Department is also eliminating a night supervisor position at the former Parks building, since the building will not be open, for a savings of \$10,000. Playground temporary staff and overtime will be reduced by \$17,300, but still leaving 4 staffed summer playgrounds at Flynn, Sam Davey, Manz, and Roosevelt. An initial proposal to save \$20,000 by eliminating supervision at outdoor skating rinks was not incorporated in the Recommended Budget, which means the outdoor rink warming houses will be open this winter.



In Community Development, a Code Compliance Enforcement position will be held open. Other Community Development staff will respond to neighborhood and tenant concerns as time is available. Property code enforcement issues may experience longer response times.



The Police Department will convert the training officer from a sworn to civilian position. The position will be staffed at a technician level for a savings of \$39,000. This means that there will be fewer sworn positions for responding to public safety issues for a department that currently has the second lowest ratio of sworn officers to city residents than 11 other cities in Wisconsin with populations exceeding 40,000.

The Fire Department will implement a limited overtime reduction policy that will curtail overtime use, but will result in reduced service deliveries for the affected times, for a savings of \$23,000.

The City Attorney, Finance and Human Resources Departments will eliminate a total of 1.5 FTEs (full time equivalents) by consolidating service areas for projected savings of \$89,300.

In the Cemeteries, one assistant sexton position will be held open and half of the savings applied to an investment in providing computer connectivity to the Sexton's office and converting cemetery records to electronic media. Through these improvements, citizens will have the ability through the Internet to search the cemetery records and to purchase lots. The Cemeteries may also be able to tap new revenue streams via partnerships with florists, monument and vault companies.

At the Hobbs Ice Arena, the consolidation with the Parks and Recreation staff has enabled Hobbs to reduce staffing by a .5 clerical position. A reorganization and consolidation of information technology services at the Library has resulted in the reduction of 1.05 FTEs and a savings of \$109,000. The consolidation means that information technology projects will take longer to accomplish and that there will be more reliance on the City IS staff.

The budget anticipates that the positions will be eliminated or held open through retirements or other vacancies.

## City of Eau Claire 2010 Adopted Program of Services

---

### Subsidy Reductions - \$388,100

The General Fund provides support to several smaller funds. Reductions in these subsidies totaling \$388,100 also played a major role in balancing the budget. The following table compares the 2009 and 2010 subsidies.

General Fund Subsidies			
	2009	2010	Change
Transit	\$ 1,231,400	\$ 1,118,600	\$ (112,800)
Fairfax Pool	280,600	128,500	(152,100)
Hobbs Ice Center	188,800	-	(188,800)
Cemeteries	252,600	201,600	(51,000)
Parking Utility	3,300	24,300	21,000
Economic Development	4,400	100,000	95,600
<b>Totals</b>	<b>\$ 1,961,100</b>	<b>\$ 1,573,000</b>	<b>\$ (388,100)</b>

The subsidy to Transit is reduced primarily due to the expectation that the combined federal and state funding will equal 57% of the Transit budget, as compared to 56% in 2009. There was also a slight reduction in the estimated cost of diesel fuel and paratransit costs. The last debt service payment for the Fairfax Pool's construction was paid in 2009, so the 2010 pool budget will not require the corresponding support from the General Fund.

The Hobbs Ice Center budget anticipates that the renovated facility will generate sufficient revenues through the additional ice time from the third rink, the higher ice rates, and the receipt of pledges and donations to be self-supporting in 2010.

The budget for the Cemeteries shows that one assistant sexton position will be held open in 2010 while the impact of improved technology on operations is evaluated. The budget also reflects a reduction of \$5,000 in the use of water for irrigation.

The subsidy for the Parking Utility will increase to permit a reserve for parking attendant wages until the automated parking improvements are completed. The subsidy for Economic Development has been partially reinstated in an effort to balance Economic Fund expenditures for annual operational costs by General Fund transfers. Ongoing transfers to the Economic Development will help extend the life of the Fund and its application of critical incentives and assistance for job creation and business expansion.



### Seal Coat Program - \$100,000

Seal coating in the Streets Maintenance Program extends the functionality of the streets by 8 years and therefore increases the length of time before the streets have to be replaced. The 2010 seal coat program has been reduced by \$100,000 to \$345,000. The cost of seal coating is about \$5 per lineal foot. This means that about 8 miles of streets, instead of 12, will have a seal coat application in 2010. At this reduced rate, the typical residential street will be sealed every 32 years.

## City of Eau Claire 2010 Adopted Program of Services

---

### **Additional State Aids - \$244,600**



Although the City will experience a \$328,900 reduction in State Shared Revenues, other programs, including the expenditure restraint, utility tax, computer tax, and payment for municipal services, are conservatively expected to increase by \$244,600. Many of the programs are paid from a fixed sum of money so the City's portion is relative to the number of other cities qualifying for the program in a particular year.

### **Additional Tax Levy - \$107,700**

The tax levy limit for operations is 3%. The original General Fund estimate was \$740,000, which allowed the Library and Health Departments to also raise their levies by 3%. The Library and Health Department budgets do not require their full allocations, thereby enabling the City to raise the levy for the General Fund. The Library levy only increased \$8,400, the minimum needed to comply with the State's Maintenance of Service requirement. The Health Department's budget has a zero levy increase overall, but because there has been a shift in relative equalized valuation between the City and the County, the city portion of the Health Department levy increased \$14,200 for operations. The additional levy revenue for the City over the original projection is \$107,700.

### **Other Revenues - \$183,600**

In the original budget projections, the City anticipated that its other revenues would decrease by a net \$375,000. That estimate has been revised to a net revenue decrease of \$191,400, an improved projection of \$183,600. Factors in this projection include the estimated \$800,000 reduction in interest from investments, due to the national decrease in rates. On the positive side, the interest rebate from the Build America Bond Program is estimated at \$230,100. The proposed rate increase for ambulance service is expected to generate \$153,400 for local responses. In the second year of the regional response program, the rate increase and revised response estimates are projected to generate another \$223,400. Other revenue accounts will vary from 2009, with a net improvement of \$1,700.

### **Other Expenditure Increases – (\$137,700)**

Besides wages and benefits and subsidies, other basic expenditures include such categories as office supplies, computer service charges, utilities, equipment rental, repairs, insurance, supplies, and training. The net increase in these accounts is \$137,700. It should be noted that the overall expenditure increase in the General Fund, after incorporating personnel, subsidy, seal coating and other reductions, is only \$92,200 or .2%.

These changes have described in general terms how the City has dealt with a potential shortfall ranging from \$1.7 million to over \$2 million. There are several other factors affecting the 2010 budget that are highlighted below.

# City of Eau Claire 2010 Adopted Program of Services

---

## New Revenues

The only new revenue in the 2010 Program of Services is the interest rebate from the Build America Bonds mentioned above. A proposal for a Vehicle Registration Fee **has not been included** in the Recommended Budget, although revenue from such a fee would generate about \$430,000 in its first year of implementation. Should there be interest in the fee, it would be appropriate to use it to augment the snow plowing budget by \$60,000 in order to return to a service level of plowing at a 2 inch snowfall instead of 3 inches. A portion of the new revenue could also be applied to increasing the number of street miles in the seal coating program. An increase of \$100,000 would mean that about 4 more miles of streets



would be seal coated at a cost of about \$5 per lineal foot. Lastly, the Capital Improvement Program for Streets includes a Bituminous Overlay Program for the milling and overlay of arterial streets throughout the community. The milling and overlay process extends the life of the pavement on arterial streets by 10 to 15 years. An increase of \$270,000 from the vehicle registration fee would result in an additional 1.2 miles of milling and overlay.

## Fee Increases

The 2010 Recommended Program of Services includes provisions for the seasonal user rate increases for the Hobbs Ice Center and the Fairfax Pool. The Storm Sewer rate is proposed to increase from \$68 to \$73 to meet the increased debt service for the capital improvement program. A 7% increase is proposed for the Sewer Utility to cover the increased costs for chemicals and electricity and to better position the utility for the upcoming \$37 million Phase II Sludge Treatment Program. There are no fee increases proposed for the Water Utility since the Public Service Commission just approved the current rate in May, 2009.



The only other major fee increase in the proposed Schedule of Fees and Licenses is for ambulance services. The proposed ambulance charges are structured to equal approximately 95% of the average municipal rates in western Wisconsin. The fee increases range from \$130 for basic life support to \$185 for advanced life support. There are no fee increases proposed for business permits, building permits, plumbing, electrical and heating permits, plan review, etc.

## Debt Service

Debt service costs for the General Fund are proposed to increase \$633,800 for debt service related to the bonds issued in 2009 for streets, the City's share of the courthouse design to-date, and the Hobbs Ice Center renovations. The Hobbs Ice Center bonds are treated as an obligation of the General Fund and a corresponding advance to the Hobbs Ice Center to enable the City to levy for the debt service as is required by the bond covenants. The Hobbs Ice Center repays the advances to the City on a schedule that is consistent with the bond payments.

From 1999 to 2009 the City attempted to match up special assessments with debt service, but, because the assessments sometimes were less than the bonds issued or were deferred, the Debt Service fund required an annual subsidy from the General Fund. Since such a subsidy does not qualify as debt service for levy limit purposes, the 2010 levy for debt service includes the payments on the special assessment bonds and the subsidy transfer has been eliminated.

# City of Eau Claire 2010 Adopted Program of Services

---

## Outside Organizations

Several community nonprofit organizations are supported by room tax revenues in the General Fund. The downturn in the economy has resulted in reduced room tax estimates, limiting the funding available for these organizations. The Visit Eau Claire allocation will be reduced by \$38,600 in 2010, based on its contractual agreement with the City. The State Regional Arts payment will be reduced by \$200 to the minimum amount required by its contractual agreement. The Chippewa Valley Museum's reduction is proposed at \$5,400, or 9%, and the Paul Bunyan Camp is also reduced by 9% or \$3,200. Funding for the remaining organizations is reduced by 50%, with the understanding that groups like the Symphony, the Theatre Guild, and the Chamber Orchestra may apply to Visit Eau Claire for cultural arts or tourism grants.



General Fund support for the Senior Center remains at \$40,200 and Public Access TV will receive \$254,700, an increase of \$2,000 based on estimates of PEG revenue. The Economic Development Fund is maintaining its funding for the Eau Claire Area Economic Development Corporation at \$90,000 and for the Chippewa Valley Innovation Center at \$12,100. Support for DECI/Downtown Fund will be reduced from \$85,000 to \$80,000.

## Capital Improvement Plan

The Capital Improvement Plan (CIP) for 2010 to 2014 proposes projects totaling \$171 million over the next five years. Major projects now on the near horizon include the \$37 million wastewater sludge processing improvements, water treatment plant improvements, and expanded police facilities. Only the first year of the CIP is proposed for appropriations, at a total of \$21.3 million. The 2010 projects reflect the City's responsibilities for maintaining the existing infrastructure, including mains, streets, bridges, detention basins, park amenities, and other buildings and facilities. The CIP also provides funding for the timely replacement of a portion of the City's rolling fleet, computer systems, and other major equipment. While the emphasis in this year's CIP is on preserving the City's capital investment, it remains a challenge to stay current with maintenance on existing equipment and facilities. For example, the City funds replacement of its fleet through the Central Equipment Fund. Revenues in Central Equipment are generated by equipment rental rates primarily from the General Fund. Levy limits have resulted in curtailed rental rates, meaning that the Central Equipment Fund is currently replacing about 4% of the fleet per year.

## For the Future

The outlook for future budgets continues to cause concern. It is unlikely that the State will resolve its structural deficits in a manner that will provide more support for municipalities. If anything, the City will experience further declines in shared revenues. Other unsettling trends are the legislative fiats like levy limits and public safety expenditure mandates that prevent local elected officials from addressing budget shortfalls in the most effective manner.

The 2010 Recommended Budget is balanced in a large part due to collaborative efforts with the City's labor groups, who have recognized that the City faces an unusually difficult economic situation. However, it is imperative that the City adjust service levels to sustain the budget at this level, or identify new revenue sources. Postponing maintenance on facilities, delaying equipment replacements, reducing street restorations, and minimizing staffing levels are not sustainable strategies for the long term.



## City of Eau Claire 2010 Adopted Program of Services

---

On the positive side, the City is well positioned to deal with these issues. The Council and staff have participated in strategic planning to identify the City mission and priorities. The City has expanded the role of civic engagement for problem solving. Employee process improvement teams are in place to suggest and implement operational changes that will result in budgetary savings and efficiencies. An interdepartmental green team has been charged with identifying cost-effective ways of reducing energy usage and implementing technological solutions for communications and record keeping. With these initiatives in place, the City will continue to meet the challenges of each budget year.

In closing, I would like to thank Rebecca Noland and the Finance 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 that will be provided to the City Council in the upcoming work sessions. I look forward to working with you in the weeks ahead as you review the Recommended 2010 Program of Services and the 2010-2014 Capital Improvement Plan.

Respectfully submitted,



Mike Huggins  
City Manager



City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Introduction

<b>Table of Contents</b>	<b>Page #</b>
City Council	A-1
Executive Management Team	A-2
Organizational Chart	A-3



City of Eau Claire

City Council



*Kerry Kincaid*



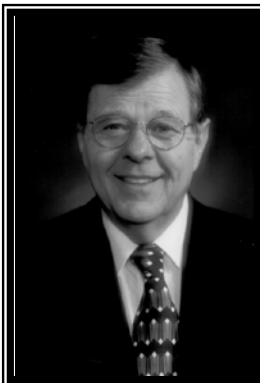
*David Duax*



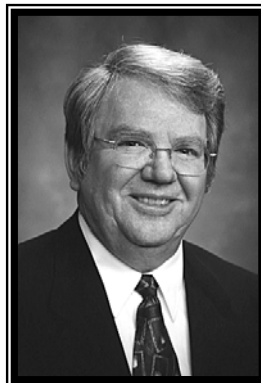
*Thomas Vue*



*David Klinkhammer*



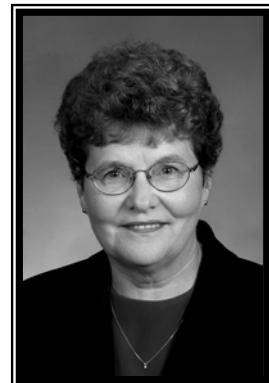
*Larry Balow*



*Bob Von Haden*



*Berlye Middleton*



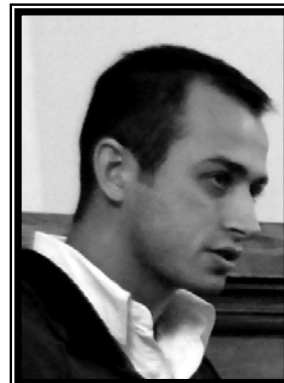
*Jackie Pavelski*



*Thomas Kemp*



*Dana Wachs*



*Andrew Werthmann*

City of Eau Claire, Wisconsin  
**2010 Adopted Program  
of Services**  
November 5, 2009



## City of Eau Claire

### Executive Management Team

---

City Manager ----- Mike Huggins

#### Department Heads

City Attorney ----- Stephen Nick  
City/County Health Department Director ----- Richard Thoune  
Development Services Director ----- Darryl Tufte  
Finance Director ----- Rebecca Noland  
Fire Chief----- Ed Kassing  
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

# 2010 Adopted Program Of Services

November 5, 2009



## Overviews

<b>Table of Contents</b>	<b>Page #</b>
Budget Comparison	B-1
Financial Organizational Chart	B-8
Tax Overview	B-10
Budget Overview	B-12



# City of Eau Claire 2010 Adopted Program of Services

## 2010 General Fund Budget Comparison

Description	2009 Adopted	2010 Adopted	Percent Change	% of Total Budget	Comments
<b><u>Council/Executive Admin.</u></b>					
City Council	\$ 122,700	\$ 127,300	3.75%	0.11%	Legislative body of City government - <i>Increase of \$5,000 to training exp</i>
City Manager	383,900	395,000	2.89%	0.33%	Overall management of City operations - <i>Allocation of retiree health ins. at department level.</i>
City Clerk	74,600	76,900	3.08%	0.06%	Official record-keeping functions & supervises elections - <i>\$1,500 increase in prior pension costs</i>
Elections	185,600	347,700	87.34%	0.29%	Administers City elections - <i>Four elections scheduled in 2010</i>
Information Services	763,300	785,100	2.86%	0.65%	Design & support of technology systems for City - <i>Increase of \$10,900 to prior pension costs &amp; position reclassification</i>
<b>Total Council/Executive Admin.</b>	<b>1,530,100</b>	<b>1,732,000</b>	<b>13.20%</b>	<b>1.43%</b>	
<b><u>Legal</u></b>					
	<b>468,300</b>	<b>492,300</b>	<b>5.12%</b>	<b>0.41%</b>	Legal counsel & advisor - <i>\$19,900 allocation of retiree health ins. at department level; offset by position reduction from full to 3/4 time</i>
<b><u>Finance</u></b>					
Finance Administration	332,600	373,000	12.15%	0.31%	Administers budgetary & financial policies of the City - <i>\$39,600 allocation of retiree health ins. at department level</i>
Accounting & Budget	607,200	603,800	-0.56%	0.50%	Accounting, accounts payable, budget & payroll - <i>Finance Dept. reorganization</i>
Assessing	577,800	512,300	-11.34%	0.42%	City-wide assessment - <i>Elimination of 1 Property Assessment Aid position</i>
Customer Services	702,600	733,000	4.33%	0.60%	Treasury, utility billing services, accounts receivable - <i>Finance Dept. reorganization; elimination of .75 clerical position; added 1 supervisory position</i>
<b>Total Finance</b>	<b>2,220,200</b>	<b>2,222,100</b>	<b>0.09%</b>	<b>1.83%</b>	
<b><u>Human Resources</u></b>					
Human Resources	614,400	597,300	-2.78%	0.49%	Labor relations, administration of employee ins.
Purchasing/Duplicating/Mail	223,200	216,200	-3.14%	0.18%	City-wide purchasing, duplicating & mailroom functions - <i>Mail Clerk position reduced to temporary without benefits</i>
<b>Total Human Resources</b>	<b>837,600</b>	<b>813,500</b>	<b>-2.88%</b>	<b>0.67%</b>	
<b><u>Development Services</u></b>					
Planning	518,400	554,200	6.91%	0.46%	Planning, site plan review, neighborhood services - <i>\$44,700 increase in retiree health ins.</i>
Inspection	645,000	559,600	-13.24%	0.46%	Building inspections, code enforcement, zoning - <i>One Inspector position is being held open for 2010</i>
<b>Total Development Services</b>	<b>1,163,400</b>	<b>1,113,800</b>	<b>-4.26%</b>	<b>0.92%</b>	
<b><u>Public Works</u></b>					
Public Works Administration	337,900	416,100	23.14%	0.34%	Overall management of operations and utilities - <i>\$68,100 allocation of retiree health ins. at department level</i>
Engineering	1,448,300	1,379,400	-4.76%	1.14%	Project engineering, surveying, project management - <i>Half of Civil Engineer position now charged to Storm water</i>

## City of Eau Claire 2010 Adopted Program of Services

### 2010 General Fund Budget Comparison

Description	2009 Adopted	2010 Adopted	Percent Change	% of Total Budget	Comments
GIS Program Maintenance	\$ 129,100	\$ 123,700	-4.18%	0.10%	Computer mapping system operations - \$6,600 reduction in training costs
Emergency Preparedness	7,800	7,800	0.00%	0.01%	Flood protection and other emergencies
Building Maintenance	770,700	710,400	-7.82%	0.59%	Operations for City Hall, fire stations & park buildings - Elimination of one Custodian position
General Street Maintenance	2,898,900	3,075,800	6.10%	2.54%	Street Maintenance/potholes/ patching/crack sealing/seal coating - Reallocation of payroll costs, elimination of 1 Lt equip operator position; increase to equipment rental. <b>By Council Motion:</b> \$100,000 from Parking Utility for Seal Coating, \$100,000 from Sale of the UW Health Building
Off Street Maintenance	339,500	300,700	-11.43%	0.25%	Weed control/turf maintenance/litter cleanup - Reallocation of payroll costs
Street Cleaning	773,100	767,400	-0.74%	0.63%	City-wide street sweeping - Reallocation of payroll costs - \$30,000 decrease in garbage service
Snow & Ice Control-Street	1,165,700	1,151,100	-1.25%	0.95%	City-wide snow removal - Reallocation of payroll costs and a reduction of \$60,000 in overtime for snow removal
Traffic Signs & Signals	495,000	519,700	4.99%	0.43%	Street lights/stop signs/street signs/street markings - Reallocation of payroll costs
Street Lighting	817,500	818,700	0.15%	0.68%	Operating cost of City-wide street lights - Reallocation of payroll costs
<b>Total Public Works</b>	<b>9,183,500</b>	<b>9,270,800</b>	<b>0.95%</b>	<b>7.65%</b>	
<b><u>Parks &amp; Recreation &amp; Forestry</u></b>					
Parks & Rec Administration	394,800	518,600	31.36%	0.43%	Oversee operations of parks/recreation/ playgrounds/forestry - \$129,800 allocation of retiree health ins. at department level
Park Maintenance	2,120,800	2,071,000	-2.35%	1.71%	Mowing & other maintenance of City parks & playgrounds - Elimination of semi-skilled worker position - \$51,500
Stadium & Ball fields	535,500	520,400	-2.82%	0.43%	Maintenance costs of Carson Park & university fields - \$30,400 reduction in payroll due to semi-skilled worker position being held open
Neighborhood Play grounds	157,500	157,600	0.06%	0.13%	Operating costs of City playgrounds
Chippewa Valley Museum	100	100	0.00%	0.00%	Phone service for museum alarm system
Recreation Instruction	355,500	387,500	9.00%	0.32%	Adult & child recreational programs - A \$19,300 increase to building rent; \$5,000 increase to contractual employment
Athletics	160,600	201,400	25.40%	0.17%	Adult & child athletic programs - Increase due to the combination of the softball and athletics programs
Indoor Pool Operations	99,400	107,700	8.35%	0.09%	Operating costs of indoor pools at area schools - \$6,400 increase in rent
Neighborhood Centers	136,200	132,000	-3.08%	0.11%	Operating costs for playgrounds & skating rinks - Reductions in playground staffing and elimination of phone lines to playgrounds
Softball	48,200	-	-100.00%	0.00%	Operating costs for softball program - Combined with athletics program
Special Community Programs	41,900	12,200	-70.88%	0.01%	Operating costs for evening building supervisor/ Par-te-Rec program/museum guides - Night supervisor no longer needed at parks building; a portion moved to Neighborhood Centers Program

## City of Eau Claire 2010 Adopted Program of Services

### 2010 General Fund Budget Comparison

Description	2009 Adopted	2010 Adopted	Percent Change	% of Total Budget	Comments
Forestry	\$ 486,300	\$ 520,400	7.01%	0.43%	Maintenance of City's urban forest - \$14,000 to fund bi-annual elm tree treatment; increase to equipment rental; \$7,000 increase for quarantined wood removal
<b>Total Parks &amp; Recreation &amp; Forestry</b>	<b>4,536,800</b>	<b>4,628,900</b>	<b>2.03%</b>	<b>3.82%</b>	
<b><u>Police Department</u></b>					
Police Administration	779,400	1,188,900	52.54%	0.98%	Department-wide costs - \$406,300 increase in retiree health ins.
Records/Special Services	1,402,600	1,354,600	-3.42%	1.12%	Records division/ crime prevention/safety & training - \$39,000 reduction to move Training Officer to a civilian position
Training	91,000	91,200	0.22%	0.08%	Officer training courses
Patrol Services	7,730,800	7,892,900	2.10%	6.51%	Cost of uniformed patrol services - \$26,000 increase to equipment rental; payroll fluctuations due to personnel changes between divisions
Parking & Animal Control	359,800	391,700	8.87%	0.32%	Parking & animal enforcement - One Community Service Officer converted to full-time with benefits
Detective Bureau	2,132,900	2,212,800	3.75%	1.83%	Investigation of crimes against persons & property - \$7,800 increase in equipment rental; payroll changes due to personnel changes between divisions
Central Communications	1,762,400	1,823,100	3.44%	1.50%	Cost of operating communications center/county pays 70% - Increase in HTE maintenance fees; health ins; step increases for employees
<b>Total Police Department</b>	<b>14,258,900</b>	<b>14,955,200</b>	<b>4.88%</b>	<b>12.34%</b>	
<b><u>Fire &amp; Rescue Department</u></b>					
Fire Administration	577,300	896,200	55.24%	0.74%	Oversees Fire & Rescue Department operations - \$326,700 increase in retiree health insurance
Fire Operations	8,722,200	8,911,600	2.17%	7.35%	Operating costs for fire suppression/ ambulance & rescue - Net increase of \$8,700 for equipment purchases; \$99,800 for ambulance billing service
Prevention & Inspection	497,000	503,500	1.31%	0.42%	Operating costs for fire prevention & inspection
<b>Total Fire &amp; Rescue Department</b>	<b>9,796,500</b>	<b>10,311,300</b>	<b>5.25%</b>	<b>8.51%</b>	
<b><u>Non-Departmental</u></b>					
Insurance & Retirement	1,302,300	235,100	-81.95%	0.19%	Retiree health insurance - \$1,181,700 reduction in retiree health insurance now budgeted at department level
Contributions & Other Payments	403,800	363,000	-10.10%	0.30%	Payments to PACT, Senior Central, contingency - \$114,800 reduction in implementation reserve
General Fund Transfers	8,441,600	8,202,400	-2.83%	6.77%	Transfers to debt service, subsidies, CIP
<b>Total Non-Departmental</b>	<b>10,147,700</b>	<b>8,800,500</b>	<b>-13.28%</b>	<b>7.26%</b>	
<b>Total General Fund</b>	<b>\$54,143,000</b>	<b>\$54,340,400</b>	<b>0.36%</b>	<b>44.84%</b>	

# City of Eau Claire 2010 Adopted Program of Services

## 2010 Other Funds Budget Comparison

Description	2009 Adopted	2010 Adopted	Percent Change	% of Total Budget	Comments
<b><u>Economic Development</u></b>					
Payment to Eau Claire Economic Development	\$ 90,000	\$ 90,000	0.00%	0.07%	Support for industrial development
Payment to Chippewa Valley Innovation Center	12,100	12,100	0.00%	0.01%	Support of Innovation Center
Payment to Momentum West	-	-	0.00%	0.00%	Promotes the Chippewa Valley
Transfer to DECI	85,000	80,000	-5.88%	0.07%	Support for downtown Eau Claire activities
Commercial Rental Properties	59,200	59,200	0.00%	0.05%	Davey Street property lease account
Other	426,000	417,900	-1.90%	0.34%	Operations/wages for Economic Dev (includes \$200,000 transfer to RDA)
<b>Total Economic Development</b>	<b>672,300</b>	<b>659,200</b>	<b>-1.95%</b>	<b>0.54%</b>	
<b><u>Community Enhancement Fund</u></b>					
Payment to Convention Bureau	661,300	622,700	-5.84%	0.51%	Operating cost funding (contractual agreement for 56.35% of room tax revenue)
Payment to Convention Bureau - Special Events	31,000	31,000	0.00%	0.03%	Funding for special events
Payment to Regional Arts Council	95,200	95,000	-0.21%	0.08%	Debt service for State Regional Arts
Payment to Chippewa Valley Museum	58,800	53,400	-9.18%	0.04%	Operating costs
Payment to Children's Museum	2,400	1,200	-50.00%	0.00%	Operating costs
Payment to Paul Bunyan Camp	34,200	31,000	-9.36%	0.03%	Camp operations
Payment to Other Organizations	14,400	7,200	-50.00%	0.01%	Symphony, Theatre Guild, Chamber Orchestra, Municipal Band
Transfer to General Fund	100,000	100,000	0.00%	0.08%	Special events
Transfer to Parks Capital Projects	150,000	141,600	-5.60%	0.12%	Park improvements
Transfer to Hobbs Capital Projects	48,000	35,000	-27.08%	0.03%	Facility improvements, debt issue costs
Transfer to Hobbs Ice Center Operations	44,300	40,000	-9.71%	0.03%	Reduce General Fund support for Hobbs debt service
Other	2,000	1,900	-5.00%	0.00%	Auditing, computer service charges
<b>Total Community Enhancement Fund</b>	<b>1,241,600</b>	<b>1,160,000</b>	<b>-6.57%</b>	<b>0.96%</b>	
<b><u>Downtown Eau Claire Inc.</u></b>	<b>153,300</b>	<b>153,600</b>	<b>0.20%</b>	<b>0.13%</b>	Funded by: EDF \$80,000, Downtown BID \$31,000, N Barstow BID \$7,500, Water St BID \$2,700, W Grand \$1,200, Fund Balance funding of \$19,600
<b><u>Cemetery Maintenance</u></b>	<b>466,100</b>	<b>416,800</b>	<b>-10.58%</b>	<b>0.34%</b>	Lakeview & Forest Hill cemeteries - <i>One Assistant Sexton position is being held open; \$14,300 increase for installation of computers at both cemeteries</i>
<b><u>Hazardous Materials Response</u></b>	<b>258,400</b>	<b>259,800</b>	<b>0.54%</b>	<b>0.21%</b>	Contract with State for multi-county response
<b><u>L.E. Phillips Memorial Library</u></b>					
Library Operations	3,913,900	3,711,000	-5.18%	3.06%	Funded by: Property tax \$2,833,500, Eau Claire County \$533,300, Indianhead Federated Library System \$118,900, Act 420 \$235,400
Library Building Maintenance	251,700	257,600	2.34%	0.21%	Janitorial and maintenance services
<b>Total L.E. Phillips Memorial Library</b>	<b>4,165,600</b>	<b>3,968,600</b>	<b>-4.73%</b>	<b>3.27%</b>	
<b><u>City/County Health Department</u></b>					
Administration	752,700	740,600	-1.61%	0.61%	Support for Health Dept operations, building rent, training

## City of Eau Claire 2010 Adopted Program of Services

### 2010 Other Funds Budget Comparison

Description	2009 Adopted	2010 Adopted	Percent Change	% of Total Budget	Comments
Educator	\$ 91,300	\$ 93,600	2.52%	0.08%	Health education programs
Nursing	1,421,800	1,437,300	1.09%	1.19%	Immunization clinics, nutrition, family planning, AIDS counseling
Environmental Health	1,080,500	1,116,300	3.31%	0.92%	Prevention of communicable diseases, food & water testing, vaccinations
Grant Programs	1,222,700	1,206,900	-1.29%	1.00%	Federal and State programs
Housing Code Compliance	61,800	72,300	16.99%	0.06%	Housing inspections
<b>Total City-County Health</b>	<b>4,630,800</b>	<b>4,667,000</b>	<b>0.78%</b>	<b>0.00%</b>	
<b><u>Community Development Block Grant</u></b>	<b>882,500</b>	<b>882,500</b>	<b>0.00%</b>	<b>0.00%</b>	Federal Block Grand Funding 8/1/09 - 7/31/10
<b><u>Landfill Remediation Trust Account</u></b>	<b>150,000</b>	<b>150,000</b>	<b>0.00%</b>	<b>0.12%</b>	Environmental remediation at former landfill
<b><u>Debt Service Fund</u></b>	<b>6,294,600</b>	<b>6,913,700</b>	<b>9.84%</b>	<b>5.70%</b>	General Obligation Debt
<b><u>Debt Service - TIF #6</u></b>	<b>124,500</b>	<b>121,600</b>	<b>-2.33%</b>	<b>0.10%</b>	Ongoing debt service for TIF #6
<b><u>Debt Service - TIF #7</u></b>	<b>165,900</b>	<b>180,500</b>	<b>8.80%</b>	<b>0.15%</b>	Ongoing debt service for TIF #7
<b><u>Water Utility</u></b>					
Property Tax Equivalent	1,174,000	1,190,000	1.36%	0.98%	Provides support for General Fund operations
M & J Work	19,700	5,800	-70.56%	0.00%	Mechanical improvements - \$16,000 decrease in other materials expense
Wells Operations	70,600	83,600	18.41%	0.07%	15 wells, 6 booster stations - \$8,000 increase to other materials expense
Pumping Operations	1,032,800	1,179,100	14.17%	0.97%	Over 25,000 customers, 3.4 billion gals. pumped - \$31,800 rise in electricity; Reallocation of payroll costs
Treatment Operations	684,600	792,300	15.73%	0.65%	Water Treatment Plant staff, chemicals, electricity - \$30,000 increase in chemicals; Reallocation of payroll costs; health insurance
Transmission & Distribution	1,064,300	1,113,100	4.59%	0.92%	369 miles of water main, 6 towers & reservoirs - Reallocation of payroll costs
Customer Accounts	377,500	391,500	3.71%	0.32%	106,000 bills mailed annually - Reallocation of payroll costs
Administration	405,500	469,200	15.71%	0.39%	Administration salaries, insurance - Reallocation of payroll costs
Non-Operating	714,900	679,500	-4.95%	0.56%	Debt service, interest - \$35,400 reduction in debt service
Capital	527,000	269,200	-48.92%	0.22%	Wages for system improvements & administrative charges - Decrease in administrative service charges; reallocation of wages from capital accounts
<b>Total Water Utility</b>	<b>6,070,900</b>	<b>6,173,300</b>	<b>1.69%</b>	<b>5.09%</b>	
<b><u>Sewer Utility</u></b>					
Wastewater Treatment	3,023,600	2,998,600	-0.83%	2.47%	Over 25,000 customers, 2.2 billion gallons treated - Meter reading payroll moved to administration; \$21,000 increase in electricity; \$50,000 increase to chemicals
Sanitary Sewer Maintenance	942,400	873,000	-7.36%	0.72%	320 miles of sewer main, 25 pump stations - Reallocation of payroll costs
Interceptor Sewer Maintenance	78,500	83,300	6.11%	0.07%	Altoona & Town of Washington collection lines - \$4,800 increase in electricity
Industrial Pretreatment	55,400	50,000	-9.75%	0.04%	Industrial discharge permits - Meter reading payroll costs moved to administration

## City of Eau Claire 2010 Adopted Program of Services

### 2010 Other Funds Budget Comparison

Description	2009 Adopted	2010 Adopted	Percent Change	% of Total Budget	Comments
Sanitary Sewer General Operating	\$ 945,100	\$ 1,196,100	26.56%	0.99%	Interest, billing costs, administrative charges - Meter reading payroll costs moved from other programs
<b>Total Sewer Utility</b>	<b>5,045,000</b>	<b>5,201,000</b>	<b>3.09%</b>	<b>4.29%</b>	
<b><u>Storm Water Management</u></b>	<b>2,586,300</b>	<b>2,586,900</b>	<b>0.02%</b>	<b>2.13%</b>	6 major drainage basins, 218 miles storm sewer, 46 detention facilities, 143 outfalls - Project Engineer position eliminated; charge 1/2 civil engineer position to Storm Water
<b><u>Parking Utility</u></b>					
Parking Ramps & Other Parking Areas	227,600	245,700	7.95%	0.20%	2 ramps-539 spaces, 11 lots-682 spaces, parking meter maintenance - \$30,900 increase to Implementation Reserve to reflect costs of parking attendants
<b><u>Public Transit</u></b>					
Bus Operations	1,838,800	1,871,400	1.77%	1.54%	Bus driver wages - UWEC Tripper bus
Shop Operations	1,324,500	1,338,800	1.08%	1.10%	Fuel, repair parts - \$5,300 added to other materials; \$10,300 increase to supplies for maintaining UW Tripper
Public Transit Administration	2,233,300	2,208,600	-1.11%	1.82%	Para-transit costs 59% of administrative budget - \$8,100 reduction in building rent; Para-Transit budget adjusted
<b>Total Public Transit</b>	<b>5,396,600</b>	<b>5,418,800</b>	<b>0.41%</b>	<b>4.47%</b>	
<b><u>Hobbs Municipal Ice Center</u></b>	<b>800,100</b>	<b>812,800</b>	<b>1.59%</b>	<b>0.67%</b>	Operating costs for 3 indoor rinks
<b><u>Fairfax Municipal Pool</u></b>	<b>355,900</b>	<b>357,900</b>	<b>0.56%</b>	<b>0.30%</b>	2008 attendance approximately 57,150
<b><u>Risk Management</u></b>	<b>2,920,500</b>	<b>2,316,200</b>	<b>-20.69%</b>	<b>1.91%</b>	Workers Compensation claims, WMMIC payment - Health insurance deductible decreased by \$105,400; transfer to TIF #8 eliminated
<b><u>Central Equipment</u></b>					
Direct Expenses	1,848,800	1,771,400	-4.19%	1.46%	Wages, fuel & supplies for equip. maintenance - Gas & Diesel reduced by \$100,000; Reallocation of payroll costs
Shop Operations	190,900	177,000	-7.28%	0.15%	Inventory, small tools - Reallocation of payroll costs
Overhead	409,700	433,500	5.81%	0.36%	Insurance, computer charges and other indirect expenses - Reallocation of payroll costs
Building Maintenance - CMF	322,200	295,700	-8.22%	0.24%	Building and grounds - Decrease in equipment rental; reallocation of payroll costs
Building Maintenance - Parks & Forestry	87,300	98,600	12.94%	0.08%	Building and grounds - Reallocation of payroll costs
Central Radio Equipment	41,500	41,500	0.00%	0.03%	Maintenance on radio communication equipment
<b>Total Central Equipment</b>	<b>2,900,400</b>	<b>2,817,700</b>	<b>-2.85%</b>	<b>2.32%</b>	
<b><u>Redevelopment Authority</u></b>	<b>14,900</b>	<b>15,300</b>	<b>2.68%</b>	<b>0.01%</b>	Operating costs
<b><u>Downtown BID #1</u></b>	<b>85,000</b>	<b>84,000</b>	<b>-1.18%</b>	<b>0.07%</b>	Self budgeted by BID
<b><u>West Grand BID #2</u></b>	<b>13,200</b>	<b>11,500</b>	<b>-12.88%</b>	<b>0.01%</b>	Self budgeted by BID - Reduced miscellaneous contractual \$2,000, and promotions by \$700; increased transfer to Downtown Fund to \$1,200
<b><u>Water Street BID #3</u></b>	<b>14,500</b>	<b>19,500</b>	<b>34.48%</b>	<b>0.02%</b>	Self budgeted by BID - Engineering and Consulting fees increased by \$5,000
<b><u>North Barstow BID #4</u></b>	<b>48,000</b>	<b>104,000</b>	<b>116.67%</b>	<b>0.09%</b>	Self budgeted by BID - Construction contracts increased to \$10,000; \$50,000 tsf. to Parking Utility
<b>Total Other Funds</b>	<b>\$ 45,684,500</b>	<b>\$ 45,697,900</b>	<b>0.03%</b>	<b>37.71%</b>	

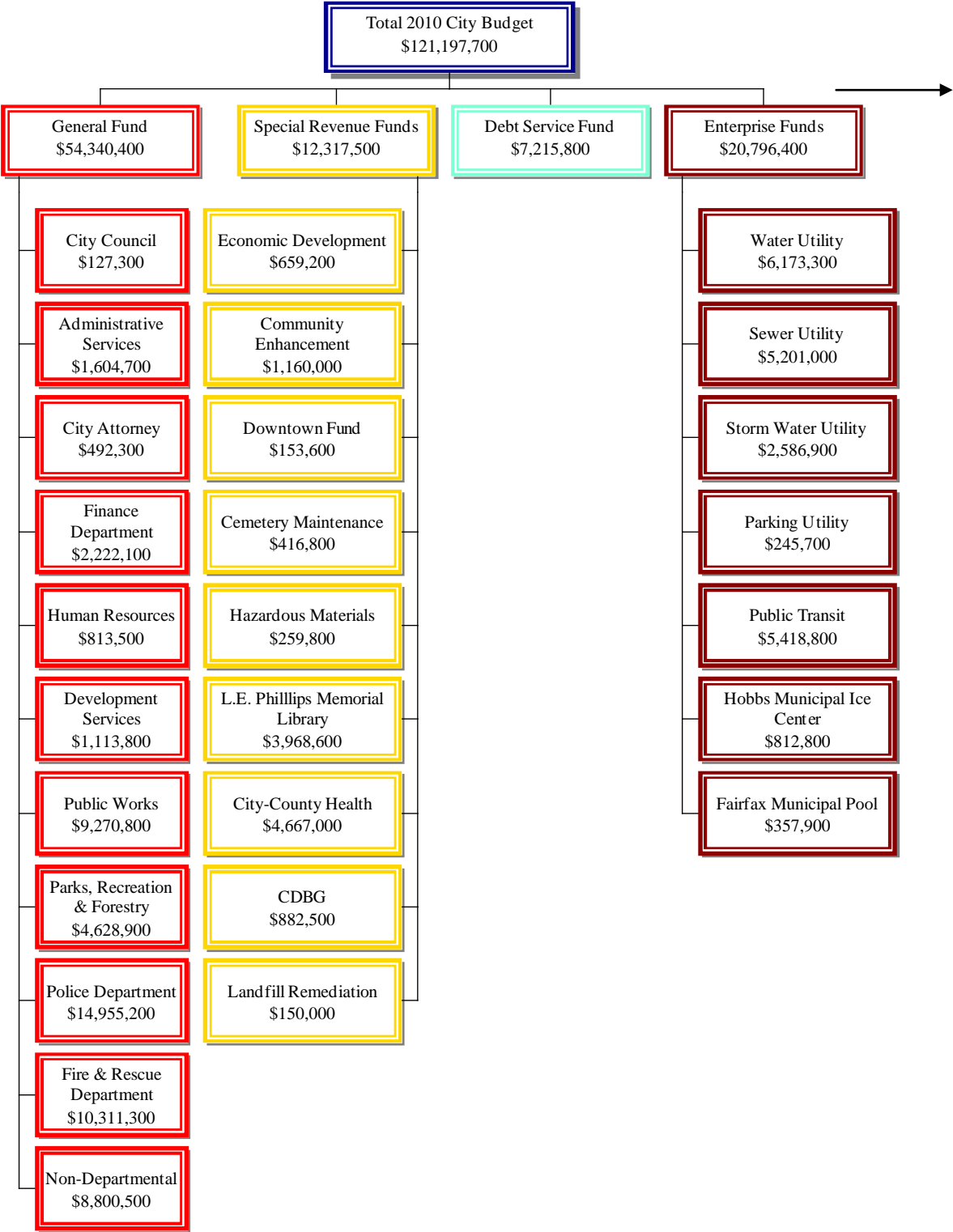


## City of Eau Claire 2010 Adopted Program of Services

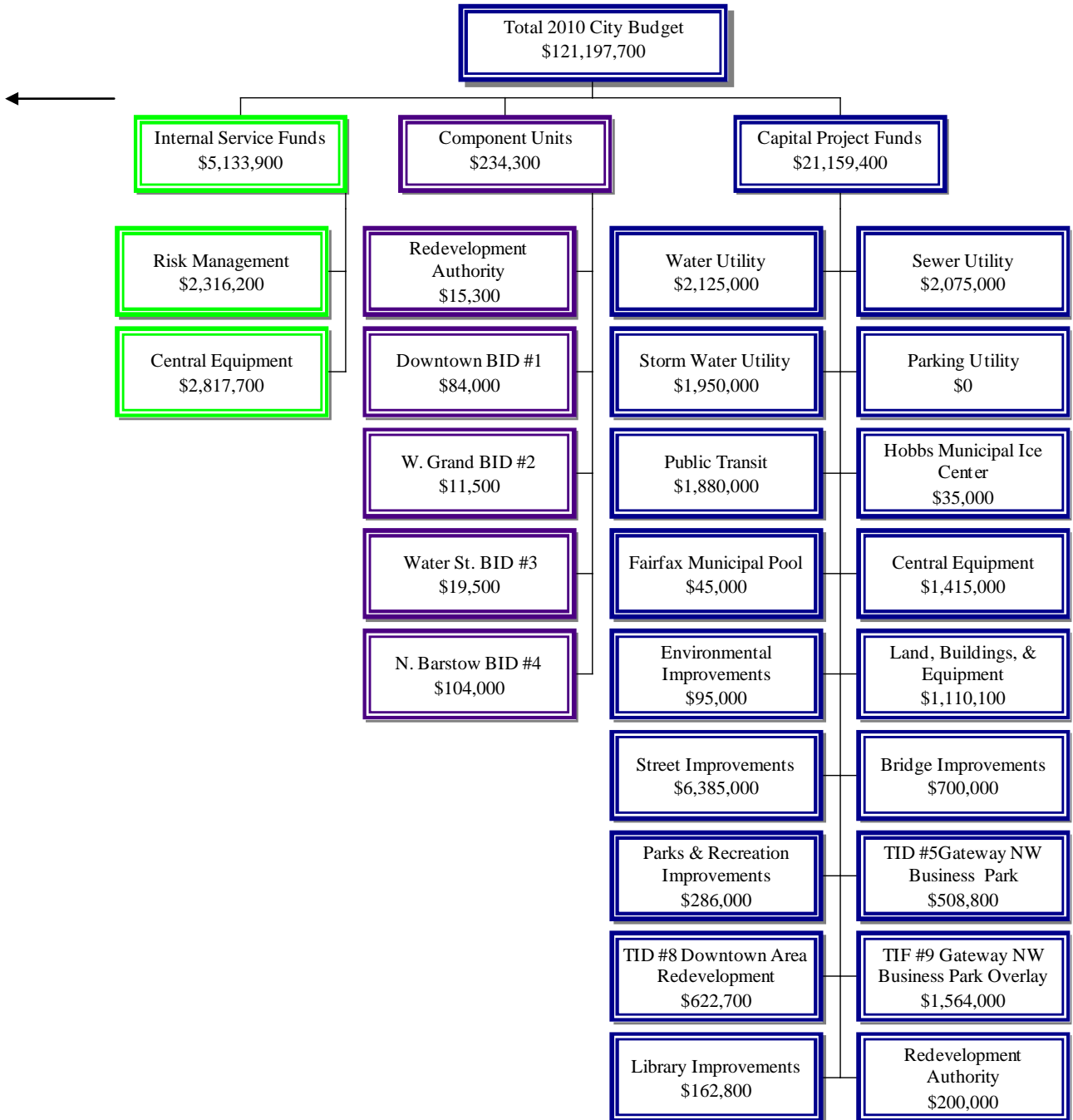
2010 Capital Fund Budget Comparison					
Description	2009 Adopted	2010 Adopted	Percent Change	% of Total Budget	Comments
<b>Capital Projects</b>					
Water	\$ 2,300,000	\$ 2,125,000	-7.61%	1.75%	Main & meter replacement, treatment plant repairs, tank & reservoir painting
Sewer	3,200,000	2,075,000	-35.16%	1.71%	Main & meter replacement, plan repairs, Northwest Interceptor Sewer
Parking	100,000	-	-100.00%	0.00%	Forest Street parking lot - <b>By Council Motion:</b> \$100,000 moved from Parking to Seal Coating in General Fund.
Transit	50,000	1,880,000	3660.00%	1.55%	Facility Improvements
Hobbs Municipal Ice Center	5,648,000	35,000	-99.38%	0.03%	Ice center major renovations
Fairfax Municipal Pool	45,000	45,000	0.00%	0.04%	Facility Improvements
Central Equipment	1,555,800	1,415,000	-9.05%	1.17%	Vehicle & ambulance replacements, automated vehicle locating system
Environmental Improvements	95,000	95,000	0.00%	0.08%	Landfill & environmental projects
Land, Buildings & Equipment	2,576,800	1,110,100	-56.92%	0.92%	Acquisition, MIS, building maintenance, equipment
Street Improvements	6,360,000	6,385,000	0.39%	5.27%	Street repair, BUS 53 reconstruction, Barstow Street
Storm Water Improvements	1,850,000	1,950,000	5.41%	1.61%	City-wide, West MacArthur
Bridge Improvements	100,000	700,000	600.00%	0.58%	Bridge maintenance, Jeffers Road bridge rebuild
Parks & Recreation Improvements	390,000	286,000	-26.67%	0.24%	Park development, Soccer Park improvements - <b>By Council Motion:</b> Tsf from General Fund Room Tax revenue reduced by \$11,100 to retain most 2009 funding levels for Outside Organizations in 2010.
TIDs	1,411,500	2,695,500	90.97%	2.22%	Redevelopment projects & debt service
Library Improvements	348,200	162,800	-53.25%	0.13%	Equipment replacement and building maintenance
Redevelopment Authority	284,700	200,000	-29.75%	0.17%	Urban renewal projects
<b>Total Capital Projects</b>	<b>26,315,000</b>	<b>21,159,400</b>	<b>-19.59%</b>	<b>17.46%</b>	
<b>Grand Total - All Funds</b>	<b>\$ 126,142,500</b>	<b>\$ 121,197,700</b>	<b>-3.92%</b>		

City of Eau Claire

Financial Organizational Chart



# City of Eau Claire 2010 Adopted Program of Services



City of Eau Claire



Tax Overview

EQUALIZED VALUE RATIO		
	<u>2009</u>	<u>2010</u>
Eau Claire County	103.03%	103.54%
Chippewa County	102.18%	101.25%

CHANGE IN PROPERTY VALUATIONS			
<u>Property in City of Eau Claire (w/o TIDs)</u>	<u>2009</u>	<u>2010</u>	<u>% Change</u>
Equalized Value (000's)	\$ 4,195,913	\$ 4,250,255	1.30%
Assessed Value (000's)	4,320,570	4,396,228	1.75%

TAX LEVIES AND RATES				
	<u>2009</u>		<u>2010</u>	
	<u>Levy</u>	<u>Rate*</u>	<u>Levy</u>	<u>Rate *</u>
<b>Levied by City Government:</b>				
City of Eau Claire	\$ 26,300,700	6.084	\$ 27,815,400	6.321
Public Library	2,825,000	0.653	2,833,500	0.644
City-County Health	1,656,500	0.383	1,670,500	0.379
Total City Government	<u>30,782,200</u>	<u>7.120</u>	<u>32,319,400</u>	<u>7.344</u>
<b>Levied by Other Taxing Entities:</b>				
Eau Claire Area School District	37,511,309	8.714	40,408,362	9.219
CVTC	6,638,734	1.535	7,065,498	1.606
Eau Claire County	13,824,281	3.316	14,330,198	3.379
State Forestry	694,761	0.165	704,164	0.164
Total Other Entities	<u>58,669,085</u>	<u>13.730</u>	<u>62,508,222</u>	<u>14.368</u>
Gross Tax Rate	89,451,285	20.850	94,827,622	21.712
Less State School Tax Credit	<u>(6,876,586)</u>	<u>(1.630)</u>	<u>(6,559,182)</u>	<u>(1.527)</u>
Net Tax Rate - All Taxing Entities	<u>\$ 82,574,699</u>	<u>19.220</u>	<u>88,268,440</u>	<u>20.185</u>
*Eau Claire Co/Eau Claire School Rate				

## City of Eau Claire 2010 Adopted Program of Services

### CITY / LIBRARY / HEALTH

	<u>% Increase</u>
Combined Levy Increase	4.99%
Combined Tax Rate Increase	3.15%

*Due to new growth in the community, the tax rate increase will be about 2% less than the levy increase.*

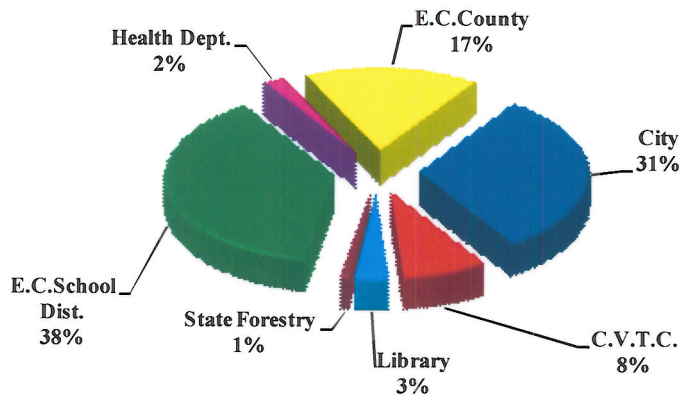
### COMPARISON OF TAXES FOR SERVICES TO OTHER COSTS FOR PROPERTY OWNERS WITH HOME VALUED AT \$100,000

	<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	734

### TAXES PER \$100,000 HOME

	<u>2009</u>	<u>2010</u>	<u>Inc.</u>	<u>%</u>
<b>Collected for City Government:</b>				
City of Eau Claire	\$ 608.40	\$ 632.10	\$ 23.70	3.9%
Public Library	65.30	64.40	(0.90)	-1.4%
City-County Health	38.30	37.90	(0.40)	-1.0%
<b>Total City Government</b>	<b>\$ 712.00</b>	<b>\$ 734.40</b>	<b>\$ 22.40</b>	<b>3.1%</b>

### 2010 BUDGET TAX DISTRIBUTION



*The City's 2010 Levy was 31% of the total tax bill.*

# 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 2010, there are 25 operating funds with a combined expenditure budget of \$100,038,300. In addition to the appropriation for operating needs, \$21,159,400 is budgeted for construction of capital facilities such as streets, storm sewers, and utilities. The 2010 appropriation for all City funds combined is \$121,197,700

### Summary of Operating Expenditures by Fund

	2009 Adopted Budget	2010 Adopted Budget	%
			Change
General Fund	\$ 54,143,000	\$ 54,340,400	0.4%
Economic Development	672,300	659,200	-1.9%
Community Enhancement	1,241,600	1,160,000	-6.6%
Downtown Fund	153,300	153,600	0.2%
Cemetery Maintenance	466,100	416,800	-10.6%
Hazardous Materials Response	258,400	259,800	0.5%
L.E. Phillips Memorial Library	4,165,600	3,968,600	-4.7%
City-County Health	4,630,800	4,667,000	0.8%
Community Development Block Grant	882,500	882,500	0.0%
Landfill Remediation	150,000	150,000	0.0%
Debt Service	6,585,000	7,215,800	9.6%
Water Utility	6,070,900	6,173,300	1.7%
Sewer Utility	5,045,000	5,201,000	3.1%
Storm Water Utility	2,586,300	2,586,900	0.0%
Parking Utility	227,600	245,700	8.0%
Public Transit	5,396,600	5,418,800	0.4%
Hobbs Municipal Ice Center	800,100	812,800	1.6%
Fairfax Municipal Pool	355,900	357,900	0.6%
Risk Management	2,920,500	2,316,200	-20.7%
Central Equipment	2,900,400	2,817,700	-2.9%
Redevelopment Authority	14,900	15,300	2.7%
Downtown Business District	85,000	84,000	-1.2%
West Grand Business District	13,200	11,500	-12.9%
Water Street Business District	14,500	19,500	34.5%
N. Barstow/Medical Business District	48,000	104,000	116.7%
<b>Total Operating Expenditures</b>	<b>\$ 99,827,500</b>	<b>\$ 100,038,300</b>	0.21%

### EXPENDITURE HIGHLIGHTS

The recommended expenditure levels in the *2010 Program of Services* and the *2010-2014 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.

## City of Eau Claire 2010 Adopted Program of Services

### GENERAL FUND

The General Fund is the largest of the City's operating funds and equals 45% of total operating fund expenditures. The 2010 General Fund increase is .36% 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

	<b>2009 Adopted</b>	<b>2010 Adopted</b>	<b>\$ Change</b>	<b>% Change</b>
Wages	\$ 28,166,000	\$ 28,267,400	\$ 101,400	0.36%
Health Insurance	7,448,200	7,540,500	92,300	1.24%
Office Supplies / Publication Costs	319,800	303,300	(16,500)	-5.16%
Computer Service Charges	359,200	343,300	(15,900)	-4.43%
Utilities	1,566,300	1,500,300	(66,000)	-4.21%
Equipment Rental	2,686,900	2,836,000	149,100	5.55%
Uniforms	94,500	91,800	(2,700)	-2.86%
Building Rental	385,600	405,900	20,300	5.26%
Street Maintenance Materials	379,800	383,800	4,000	1.05%
Other Material & Supplies	622,500	614,100	(8,400)	-1.35%
Repairs to Buildings & Equipment	293,600	291,700	(1,900)	-0.65%
Construction Contracts	445,000	545,000	100,000	22.47%
Training - All Departments	220,000	209,300	(10,700)	-4.86%
Insurance	472,500	472,500	-	0.00%
Debt Service	4,337,800	4,971,600	633,800	14.61%
Transfer to CIP	2,142,700	1,657,800	(484,900)	-22.63%
Operating Subsidies	1,961,100	1,573,000	(388,100)	-19.79%
Outside Organization Funding	292,900	294,900	2,000	0.68%
Equipment	22,400	42,400	20,000	89.29%
Legal Services	21,600	21,600	-	0.00%
All Other Costs	1,676,600	1,724,200	47,600	2.84%
Contingency	228,000	250,000	22,000	9.65%
<b>Total General Fund</b>	<b>\$ 54,143,000</b>	<b>\$ 54,340,400</b>	<b>\$ 197,400</b>	<b>0.36%</b>

### WAGES AND BENEFITS - \$35,807,900

Wages and benefits, including health insurance, are the largest expenditure in the General Fund. Together they account for 66% of the budget. Wages and benefits, including health insurance, are projected to increase by 1%. The low percentage increase is reflective of the elimination of 4.5 staff positions, holding open 2 staff positions and a lower projection of deductible costs for health insurance.

## **City of Eau Claire 2010 Adopted Program of Services**

---

### **OFFICE SUPPLIES/PUBLICATION COSTS - \$303,300**

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.

### **COMPUTER SERVICE CHARGES - \$343,300**

These charges include annual maintenance/service fees for MUNIS (financial system) and Highline (payroll system). 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, Novell software, and TIME systems used by the Communication Center. Business licenses, elections software, Cornerstone software for Community Development, and GIS/Engineering software charges are also paid from these accounts.

### **UTILITIES - \$1,500,300**

Utility costs are incurred for all City owned buildings. These include telephone lines, electrical service, garbage disposal, heating /cooling costs, water service, sewer service and storm water charges. Electricity and gas service have decreased in 2010 from the previous year due to the proposed closing of the current Parks & Recreation administrative building.

### **EQUIPMENT RENTAL - \$2,836,000**

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 depreciation. The 5.5% increase for equipment rental reflects the higher costs of fuel and replacements.

### **UNIFORMS - \$91,800**

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. The Fire department has reduced its 2010 uniform budget by 7.6%.

### **BUILDING RENTAL - \$405,900**

Building rental charges include expenses for the cost of office space in the Central Maintenance Facility, Hobbs Municipal Ice Center, election sites, the Police Department and the Communication Center. In 2010, the building rental expense for elections increased due to the number of elections in 2010 (4) versus (2) in 2009.

### **STREET MAINTENANCE MATERIALS - \$383,800**

- Sodium Chloride (Rock Salt) - \$200,000
- Bituminous Materials (Black Top) - \$130,000
- Sand & Gravel - \$32,400
- Calcium Chloride (Chemical De-icer) - \$21,400

### **OTHER MATERIALS AND SUPPLIES - \$614,100**

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.



# City of Eau Claire 2010 Adopted Program of Services

## REPAIRS TO BUILDINGS AND EQUIPMENT - \$291,700

The largest expenditures in this category are for repairs to public safety vehicles and equipment and for traffic signals and street lighting. Repairs are also budgeted for various city offices including City Hall, and the public safety facilities.

## CONSTRUCTION CONTRACTS - \$545,000

Construction contracts are used for seal coating, concrete repairs and large asphalt repairs, and will increase in 2010 by 22%. The increase is due to the adoption of two Council motions allocating one-time funds of \$100,000 from the Parking Utility and \$100,000 from the sale of the UW Health Building to this account for seal coating projects in 2010.

## TRAINING - \$209,300

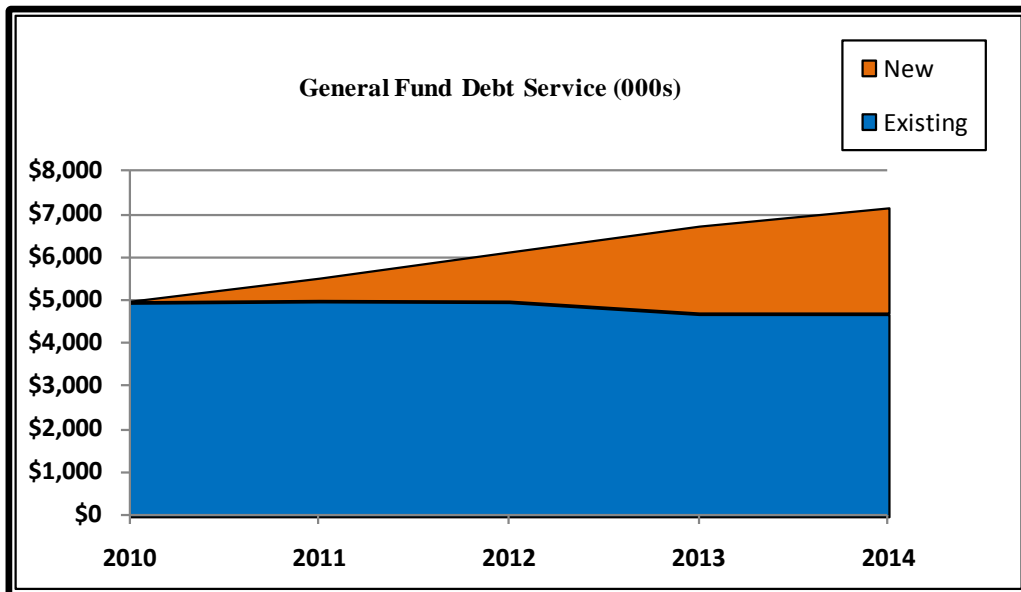
The technical aspects of City responsibilities require periodic training and updates. Some types of the training provided include paramedic and EMT courses, law enforcement certification, alcohol and drug enforcement training, crime scene investigation, employment law changes, affirmative action, ethnic sensitivity, assessing requirements, accounting pronouncements, zoning enforcement, site plan and design review procedures, paratransit issues, changes in safety laws, engineering certifications, inspections certifications, software installation and implementation, and system training. The 2010 training budget has been reduced by almost 5%.

## INSURANCE - \$472,500

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 \$31,600.

## DEBT SERVICE - \$4,971,600

General Fund debt service reflects the payments for street projects, the 1998 fire station, one-half of the 2001 flood buyout debt, the Communications Center's computer aided dispatch system, Police and Fire station designs, the fire equipment, the Hobbs Municipal Ice Center design and the pension refunding bonds. The new debt reflects the debt included in the 2010 - 2014 Capital Improvement Plan.



## City of Eau Claire 2010 Adopted Program of Services

### GENERAL FUND TRANSFERS TO CIP - \$1,657,800

In 2010 General Fund support from working capital is used to fund capital projects in lieu of incurring additional debt.

<i>2010 Capital Project Transfers</i>		
	<u>2009</u>	<u>2010</u>
Land, Buildings, & Equipment	\$ 962,700	\$ 956,800
Street Improvements	-	340,000
Bridge Improvements	100,000	150,000
Parks Improvements	150,000	150,000
Parking Utility	100,000	-
Public Transit	10,000	16,000
Fairfax Municipal Pool	45,000	45,000
Hobbs Municipal Ice Center	600,000	-
CESA	175,000	-
<b>Total Transfers for CIP</b>	<u><u>\$ 2,142,700</u></u>	<u><u>\$ 1,657,800</u></u>

### OPERATING SUBSIDIES - \$1,573,000

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 from the General Fund have been required to pay a portion of the cost of operations for certain funds. Subsidies budgeted for 2010 include Cemetery Maintenance, Parking, Public Transit, and the Fairfax Municipal Pool.

A 20% reduction in the General Fund subsidy for the Cemetery Fund is anticipated due to a reduction of wages and benefits as a result of the retirement of a full-time sexton. The cemetery records will be converted to an electronic database, creating more efficient workflow and easier access to records. The sexton position will remain open while the effect of this new system is evaluated.

The Parking Utility subsidy is projected at \$24,300 in 2010. To reduce payroll costs in the utility, 50% of the skilled worker position is shared by the streets program.

The General Fund subsidy for Public Transit is projected to decrease by 9.16% primarily due to a 10.9% increase in fares and contract revenues, and a 2% increase in State and Federal funding.

The Fairfax Municipal Pool General Fund subsidy will remain the same for the 2010 budget.

<i>Operating Subsidies</i>			
<u>Fund</u>	<u>2009</u>	<u>2010</u>	<u>% Change</u>
	<u>Adopted Budget</u>	<u>Recommended Budget</u>	
Economic Development	\$ 4,400	\$ 100,000	2172.7%
Cemetery	252,600	201,600	-20.2%
Parking Utility	3,300	24,300	636.4%
Public Transit	1,231,400	1,118,600	-9.2%
Hobbs Municipal Ice Center	188,800	-	-100.0%
Fairfax Municipal Pool	280,600 *	128,500	-54.2%
<b>Total Subsidies</b>	<u><u>\$ 1,961,100</u></u>	<u><u>\$ 1,573,000</u></u>	<b>-19.8%</b>

\* 2009 - Last year of pool debt

## City of Eau Claire 2010 Adopted Program of Services

---

### **OUTSIDE ORGANIZATION FUNDING - \$294,900**

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 group to carry out a community event. 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 to the Public Access Center of \$82,700 plus the \$172,000 PEG fees and a \$40,200 subsidy to the L.E. Phillips Senior Center.

Further information regarding support for community service groups may be found in the "Other Funds" section and in the 2010 Adopted Outside Organization book.

### **EQUIPMENT – \$42,400**

Equipment purchases approved for 2010 include \$6,400 for Parks & Recreation, and \$23,000 for the Fire & Rescue Department.

### **LEGAL SERVICES - \$21,600**

Legal Services includes \$3,100 in the City Attorney's budget for consulting services, and \$18,500 in Human Resources for assistance with grievances and arbitration.

### **ALL OTHER COSTS & CONTINGENCY - \$1,974,200**

- Pensions, Prior Service Costs - \$132,600
- Special assessments - \$125,000
- Special Services including tax collections, bank services, and preventative treatment for Dutch Elm Disease, etc. - \$529,700
- Miscellaneous Contractual Services - \$164,800
- Advertising Costs - Public notice to raise awareness of citizens to meetings, business licensing, tax payment, employment opportunities, public transportation, and Parks & Recreation programming - \$88,900
- Engineering and Consulting fees for maintenance of Highway 53 - \$125,000
- Contractual Services include auditing, purchasing, ambulance billing and parking ticket collection, weights and measures, utility billings, unemployment compensation, pawnshop fees, Landmark support, implementation reserve, tree trimming, animal boarding - \$558,200

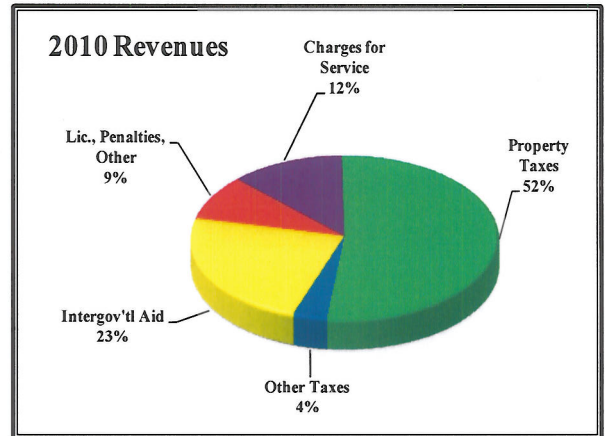
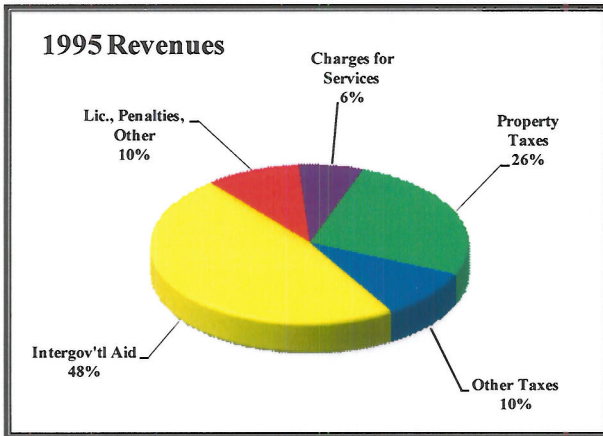
The Contingency amount is available for expenses related to unexpected events like wind storms or floods. Transfers from the contingency account must be authorized by the City Council - \$250,000

# City of Eau Claire 2010 Adopted Program of Services

## GENERAL FUND REVENUES

Two major segments of General Fund revenues are state aids and property taxes, which comprise 79% 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 52% of the General Fund revenues while state aids have dropped to 23%.

2010 GENERAL FUND REVENUES	
Property Taxes	\$ 25,480,000
Property Taxes for Debt	2,321,800
Other Taxes	1,892,500
Shared Revenues	7,154,300
Other Intergovernmental Revenues	5,244,600
Licenses and Permits	1,643,300
Fines and Forfeits	793,000
Charges for Services	3,460,400
Charges for Services-Intrgov.	3,062,100
Miscellaneous	1,218,600
Other Financing Sources	1,116,600
<b>Operating Revenues</b>	<b>53,387,200</b>
<b>Working Capital Applied</b>	<b>953,200</b>
<b>Total Revenues</b>	<b>\$ 54,340,400</b>



## PROPERTY TAXES

The 2010 General Fund tax levy for operations is \$25,480,000, an increase of 5.2% over 2009. The tax levy resulting from the increase in general obligation debt service is \$2,321,800 and the levy for annexed properties is \$13,600. Combined, the total levy is \$27,815,400, an overall increase of 5.8%. The tax rate will increase 3.1%.

# City of Eau Claire 2010 Adopted Program of Services

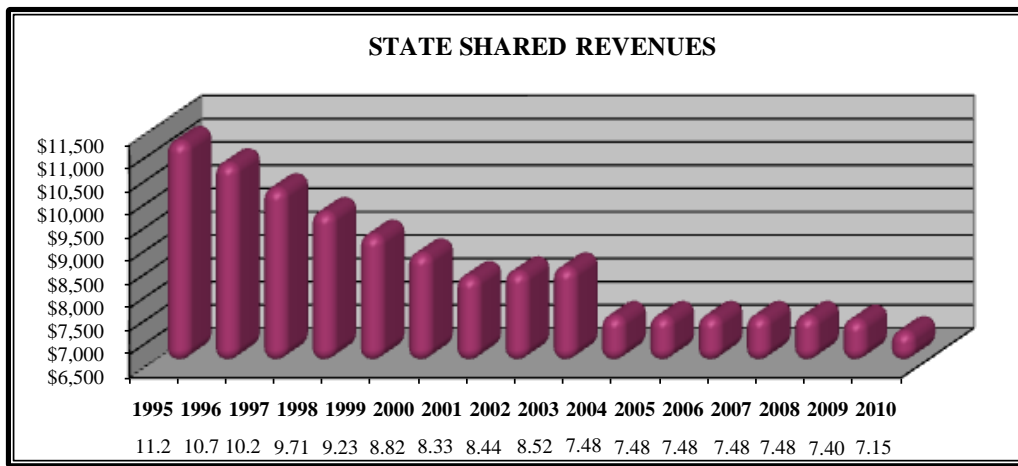
## OTHER TAXES

Special assessments for 2010 are projected at \$180,000 and consist of charges for capital improvements such as streets, sidewalks, curb & 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 \$1,442,400, 83% 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 one million dollars. During the years 2004 thru 2008, shared revenues leveled out at \$7.48 million, were reduced to \$7.40 million in 2009, and will be further reduced in 2010 to \$7.15 million.



## OTHER INTERGOVERNMENTAL REVENUES

Other major state aids include transportation assistance (\$2,690,000), a payment for municipal services (\$700,000), the expenditure restraint program (\$1,086,900), and utility tax, fire insurance tax, police training and computer tax reimbursements totaling (\$767,700).

## OTHER GENERAL FUND REVENUES

All other General Fund Revenues total \$11.2 million, or about 21% of the total budget.

- Franchise and PEG fees equal about 47% of the Licenses and Permits category. The PEG fees are allocated 100% to PACT. The rest of the category includes fees for building, electrical, and plumbing permits, and 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 68% of the Charges for Services, Parks and Recreation fees represent about 15%, and the remainder is collected by Planning, Public Works, Police, and Fire.
- Other governmental charges include \$1,281,700 paid by the County as its 70% share of the Communication Center, \$190,800 reimbursed by the School District for the police liaison officers, \$44,500 paid by the City of Altoona for a shared Fire Inspector position, and \$1,328,200 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 2010 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. The Economic Development Fund provides the following agency support:

### *Economic Development Fund Support*

<u>Organization</u>	<b>2009 Adopted Budget</b>	<b>2010 Adopted Budget</b>
Chippewa Valley Innovation Center, Inc.	\$ 12,100	\$ 12,100
Eau Claire Area Economic Development Corporation	90,000	90,000
Downtown Fund (DECI)	85,000	80,000
Redevelopment Authority	200,000	200,000
Total Support to Organizations	<u>\$ 387,100</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 54.4% of estimated room tax revenues to the Bureau. Adopted in the 2009 budget was a 1% increase in room taxes from 7% to 8%. An amendment to the agreement with Visit Eau Claire in early 2009 allows for 70% of the additional 1% rate increase to be allocated to Visit Eau Claire, bringing their overall allocation of room tax revenues to 56.35%. The following table shows the room tax allocations to outside organizations.

The balance of room tax funds are designated for the support of the Hobbs Municipal Ice Center (\$75,000) parks improvements (\$130,500), special events (\$35,000), and Phoenix Park maintenance costs (\$65,000).

### *Community Enhancement Fund Support*

<u>Organization</u>	<b>2009 Adopted Budget</b>	<b>2010 Adopted Budget</b>
Visit Eau Claire		
Operating	\$ 661,300	\$ 622,700
Special Events	31,000	31,000
<b>Total Visit Eau Claire</b>	<u><b>692,300</b></u>	<u><b>653,700</b></u>
Paul Bunyan Logging Camp	\$ 34,200	\$ 31,000
Children's Museum of Eau Claire	2,400	2,400
Chippewa Valley Museum	58,800	58,800
Chippewa Valley Symphony, Ltd.	2,500	2,500
Chippewa Valley Theatre Guild	1,500	1,500
Eau Claire Chamber Orchestra	2,600	2,600
Community Beautification	2,000	2,000
Eau Claire Regional Arts Council, Inc.	95,200	95,200
Municipal Band	5,800	2,900
<b>Total Support to Organizations</b>	<u><b>\$ 897,300</b></u>	<u><b>\$ 852,600</b></u>

## **City of Eau Claire 2010 Adopted Program of Services**

---

### 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 \$153,600 is supported by \$80,000 from the Economic Development Fund, \$31,000 from the Downtown BID, \$7,500 from the North Barstow/Medical BID, \$2,700 from the Water Street BID, \$1,200 from the West Grand BID, and \$19,600 from fund balance.

### Cemetery Maintenance

The General Fund support for the Cemetery Fund is projected at \$201,600, a 20.2% decrease from 2009, as a result of one sexton position being held open pending technology improvements that should facilitate the management of cemetery records.

### 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.

### L. E. Phillips Memorial Public Library

The L.E. Phillips Memorial Public Library reduced its overall spending by 4.7%, primarily due to an elimination of 1.05 FTEs and a reduction in its transfer to the Capital Improvement Program.

The tax levy for library operations and pension debt increased by \$8,500, or .3%. The tax rate is .644 per \$1,000, a decrease of 1.4%. Revenues from Eau Claire County and the Indianhead Federated Library System are projected to decrease by \$2,200. Services to other counties are projected to increase 5.7% to \$235,400, reflecting the impact of ACT 420, which requires adjacent counties without public libraries to pay for library services for their citizens.

### City-County Health Department

The Health Department tax levy is proposed to increase by \$14,000 or .8%. The County support will decrease by \$14,200, due to the shift in equalized valuation. As a result, the combined tax support for the Health Department is \$200 less than last year. The City tax rate for the Health Department will decrease from .383 to .379 per \$1,000. Health Department personnel costs have been reduced by 960 hours of furlough days and 285 voluntary hours in lieu of permanent FTE reductions.

The Board of Health reviews the department's fees on an annual basis. An average 7% increase is included in the 2010 budget, subject to further review prior to license renewal in July.

### 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 #6 and TIF #7 have been closed for construction purposes, the Debt Service Fund will continue to receive tax increments for debt payments. TIF #7 requires a General Fund subsidy of \$10,000 for debt service because redevelopment of the TIF parcels has not happened as quickly as projected.

### Water Utility

The expenditure increase in the Water Utility operations is 1.7%. 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 \$1,722,000. No rate increase is anticipated in 2010.

The Water Utility is projected to expend approximately \$2,125,000 in capital improvements financed from operational revenues.

## **City of Eau Claire 2010 Adopted Program of Services**

---

### Sewer Utility

The major expense increases in the Sewer Utility continue to be electricity at 6.9% and chemicals at 9.8%. The Capital Improvement Plan for the utility includes a \$37 million Phase II Activated Sludge Process to meet current and future wastewater treatment needs in the community. The architecture and engineering for the project will begin in 2010. The first rate increase since 1998 was approved in 2008 at 6% to meet debt service requirements. The rate increase for 2009 was 7% reflecting the high increases in equipment rental, electricity and chemicals. The rate increase for 2010 is also 7%

### Storm Water Utility

Operating costs in the Storm Water Utility are only slightly increased over 2009. Personnel reductions and a decrease in the reimbursement to the General Fund for landfill costs for street sweepings have helped to hold the overall increase in the fund to a minimum. The Storm Water principal payments will increase by \$85,000 and the Storm Water rate increases from \$68/ERU to \$73/ERU.

### Parking Utility

Revenue from off-street metered spaces and 10-hour parking permits is expected to remain relatively constant. The General Fund subsidy is budgeted at \$24,300 in 2010. An implementation reserve of \$60,000 is set up to allow time for a conversion to an automatic ticket system.

### Public Transit

State and Federal grants are projected at about 57% of the Public Transit budget for 2010, excluding debt. Fares and contract revenues will provide about 18% of the budget, revenues from Eau Claire County and the City of Altoona another 5%, and the General Fund subsidy will equal about 20% of the budget. A reduction in the estimate for paratransit costs and the projected increase in state and federal funding from 56% to 57% have resulted in a 9% reduction in the General Fund subsidy from \$1,231,400 in 2009 to \$1,118,600 for 2010.

### Hobbs Municipal Ice Center

The renovated Hobbs Municipal Ice Center with 3 covered rinks will be in operation in 2010. The expanded facility will require about 21% more electricity and gas to operate. The ice arena will also be paying \$94,600 more in debt service this year. However, the increase in revenue from the ice time provided by the third rink, increased ice rates, and the savings from eliminating a clerical position have resulted in a self-supporting operation in 2010.

### Fairfax Municipal Pool

Fees are reviewed annually by the Parks, Forestry and Recreation Department and are set by the City Council. Pool revenues are directly affected by summer temperatures. General Fund support in the amount of \$128,500 is projected for 2010 operations, as compared to \$280,600 for 2009. The final debt service payment on the pool debt was made in 2009, resulting in the reduced subsidy.

### 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 \$2.7 million in equipment rental charges, about 66% of Central Equipment's total revenue.



## **City of Eau Claire 2010 Adopted Program of Services**

---

### 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 2010.

### Redevelopment Authority

The Redevelopment Authority budget of \$15,300 includes \$10,000 for professional services related to property acquisition. The Redevelopment Authority CIP will also receive \$200,000 from the Economic Development Fund.

### BIDs

The Downtown, 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

# 2010 Adopted Program Of Services

November 5, 2009



## General Fund – Fund 100

<b>Table of Contents</b>	<b>Page #</b>
General Fund Budget Summary	C-1
General Fund Revenue Detail	C-2
City Council	C-7
Administrative Services	C-9
City Attorney's Office	C-14
Finance Department	C-16
Human Resources	C-21
Community Development	C-23
Public Works	C-27
Parks & Recreation & Forestry	C-36
Police Department	C-43
Fire & Rescue Department	C-50
Non-Departmental	C-56



# City of Eau Claire 2010 Adopted Program of Services

*General Fund  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 25,993,110	\$ 27,925,700	\$ 15,388,855	\$ 28,071,800	\$ 29,694,300
Intergovernmental	12,701,187	12,483,200	2,141,859	12,580,900	12,398,900
Licenses & Permits	1,648,101	1,658,800	662,278	1,639,400	1,643,300
Fines & Forfeits	809,755	818,000	430,809	783,000	793,000
Charges For Services	4,545,212	2,842,400	1,565,546	3,083,400	3,460,400
Charges For Services - Intergovernmental	2,706,619	3,044,000	1,409,715	3,041,300	3,062,100
Miscellaneous	1,913,719	1,836,100	374,328	1,410,300	1,218,600
Other Financing Sources	1,319,491	1,563,100	466,589	5,760,300	1,116,600
<b>Total Revenues &amp; Other Financing Sources:</b>	<b><u>51,637,194</u></b>	<b><u>52,171,300</u></b>	<b><u>22,439,979</u></b>	<b><u>56,370,400</u></b>	<b><u>53,387,200</u></b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	34,380,664	35,614,200	16,054,113	35,635,400	35,807,900
Contractual Services	4,816,683	5,859,300	2,573,213	5,513,400	6,217,200
Utilities	1,293,709	1,566,300	497,594	1,566,300	1,500,300
Fixed Charges	517,934	779,200	202,863	779,200	687,400
Materials & Supplies	1,508,766	1,345,000	617,774	1,448,600	1,339,200
Contributions & Other Payments	322,459	309,400	215,434	372,500	325,000
Capital Purchases	8,697	-	-	-	11,000
Other Financing Uses	6,116,689	8,669,600	-	8,606,500	8,452,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b><u>48,965,601</u></b>	<b><u>54,143,000</u></b>	<b><u>20,160,991</u></b>	<b><u>53,921,900</u></b>	<b><u>54,340,400</u></b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b><u>\$ 2,671,593</u></b>	<b><u>\$ (1,971,700)</u></b>	<b><u>\$ 2,278,988</u></b>	<b><u>\$ 2,448,500</u></b>	<b><u>\$ (953,200)</u></b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 6,413,486	\$ 4,093,560		\$ 7,606,200	\$ 6,032,800
Changes in Available Fund Balance:					
Less Prepayments	56,950	-		(559,500)	-
From (to) Operations	2,671,593	(1,971,700)		2,448,500	(953,200)
From (to) Hobbs Reserve	-	-		(427,900)	-
From Advances/Hwy 53 Reserves	(1,535,829)	605,500		(3,034,500)	472,000
Transfer to Undesignated Fund Balance	-	(2,727,360)		-	(5,551,600)
<b>Ending Balance</b>	<b><u>\$ 7,606,200</u></b>	<b><u>\$ -</u></b>		<b><u>\$ 6,032,800</u></b>	<b><u>\$ -</u></b>

## City of Eau Claire 2010 Adopted Program of Services

### General Fund Revenue Detail

Revenue Classification	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b><u>Taxes</u></b>					
Real & Personal Property	\$ 23,610,029	\$ 24,227,400	\$ 12,929,795	\$ 24,227,400	\$ 25,480,000
Allowance for Delinquent Taxes	-	(200,000)	-	(200,000)	(200,000)
Tax Increase for Debt Services	698,100	2,072,800	2,072,800	2,072,800	2,321,800
Tax Rebates	5,700	500	500	500	13,600
Special Assessments	110,542	110,000	246	200,000	340,000
Payment in Lieu of Taxes	1,428,450	1,419,000	284,576	1,474,600	1,442,400
Other	140,289	296,000	100,938	296,500	296,500
<b>Total Taxes</b>	<b>25,993,110</b>	<b>27,925,700</b>	<b>15,388,855</b>	<b>28,071,800</b>	<b>29,694,300</b>
<b><u>Intergovernmental Revenues</u></b>					
Federal Aid	215,096	-	22,397	22,400	-
State Shared Tax	7,394,660	7,483,200	-	7,483,200	7,154,300
State Expenditure Restraint Program	984,766	1,015,000	-	1,015,000	1,086,900
State Aid-Streets	2,703,208	2,695,000	1,346,481	2,692,300	2,690,000
State Aid-Police & Fire	810,144	800,000	729,671	849,700	820,000
Other	593,313	490,000	43,310	518,300	647,700
<b>Total Intergovernmental Revenues</b>	<b>12,701,187</b>	<b>12,483,200</b>	<b>2,141,859</b>	<b>12,580,900</b>	<b>12,398,900</b>
<b><u>Licenses &amp; Permits</u></b>					
Television Franchise	606,341	610,000	148,993	600,000	600,000
PEG Fees	169,806	170,000	42,392	170,000	172,000
Liquor Licenses	116,252	115,000	82,938	105,000	105,000
Building Permits	286,452	300,000	81,211	300,000	300,000
Construction Permits	188,844	195,000	95,905	195,000	195,000
Occupational Licenses	118,452	112,500	92,085	112,400	114,500
Other	161,954	156,300	118,754	157,000	156,800
<b>Total Licenses &amp; Permits</b>	<b>1,648,101</b>	<b>1,658,800</b>	<b>662,278</b>	<b>1,639,400</b>	<b>1,643,300</b>
<b><u>Fines &amp; Forfeits</u></b>					
Court Penalties & Costs	366,562	375,000	194,203	375,000	375,000
Parking Violations	432,776	435,000	234,590	400,000	410,000
Other	10,417	8,000	2,016	8,000	8,000
<b>Total Fines &amp; Forfeits</b>	<b>809,755</b>	<b>818,000</b>	<b>430,809</b>	<b>783,000</b>	<b>793,000</b>
<b><u>Charges For Services</u></b>					
Planning & Development Fees	35,687	39,000	14,934	39,000	39,000
Weights & Measures Fees	19,700	19,200	(1,133)	19,700	19,700
Development Review Fee	-	25,000	-	-	5,000
Public Works Revenue	1,713,383	198,000	32,611	200,000	199,000
Landfill Fees	117,178	100,000	50,032	100,000	100,000

## City of Eau Claire 2010 Adopted Program of Services

### General Fund Revenue Detail

Revenue Classification	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
Recreational Charges	\$ 529,381	\$ 455,200	\$ 212,791	\$ 460,500	\$ 509,200
Police Department Fees	109,252	82,000	57,126	82,000	102,000
Ambulance - Hospitals	150,000	157,500	157,500	157,500	162,200
Fire - Taxable	2,181	2,000	1,385	2,000	2,000
Fire - Non-Taxable	25,166	20,000	28,574	29,000	29,000
Ambulance - City	1,486,617	1,420,000	641,375	1,420,000	1,625,400
Ambulance - Regional	352,167	320,000	247,415	450,000	543,400
Other	4,500	4,500	122,936	123,700	124,500
<b>Total Charges For Services</b>	<b>4,545,212</b>	<b>2,842,400</b>	<b>1,565,546</b>	<b>3,083,400</b>	<b>3,460,400</b>
<b><u>Charges For Services - Intragovernmental</u></b>					
Communication Center	1,084,965	1,237,500	618,750	1,237,500	1,281,700
HazMat "B" Contract	30,400	34,000	-	30,400	30,400
Ambulance-Towns	31,250	39,400	39,375	39,400	40,000
Fire Inspector-Altoona	43,200	44,000	-	44,000	44,500
Police Liaison	187,545	187,600	-	187,600	190,800
Storm Water Mgmt Service Charge	332,484	340,200	170,106	340,200	324,000
HazMat Service Charge	12,000	12,000	6,000	12,000	12,000
Water Utility Service Charge	525,612	539,100	269,508	539,100	532,000
Sewer Utility Service Charge	405,300	415,500	207,744	415,500	394,000
Public Transit Utility Service Charge	45,324	45,300	22,668	45,300	59,500
Service Charge - Unfunded Pension	-	146,900	72,189	146,900	146,500
Service Charge - Other	8,539	2,500	3,375	3,400	6,700
<b>Total Charges For Services</b>	<b>2,706,619</b>	<b>3,044,000</b>	<b>1,409,715</b>	<b>3,041,300</b>	<b>3,062,100</b>
<b><u>Miscellaneous</u></b>					
Interest:					
Investments	1,532,570	1,300,000	299,639	1,000,000	500,000
Advance to Other Funds	338,376	471,500	-	324,600	423,900
Special Assessments	484	-	389	400	-
Other Interest	591	600	480	600	600
Build America Bond Interest	-	-	-	-	230,100
Rental	11,780	52,000	46,015	52,000	52,000
Other	29,918	12,000	27,805	32,700	12,000
<b>Total Miscellaneous</b>	<b>1,913,719</b>	<b>1,836,100</b>	<b>374,328</b>	<b>1,410,300</b>	<b>1,218,600</b>
<b>Total Revenues</b>	<b>50,317,703</b>	<b>50,608,200</b>	<b>21,973,390</b>	<b>50,610,100</b>	<b>52,270,600</b>
<b><u>Other Financing Sources</u></b>					
Transfer from Other Funds	883,376	953,100	12,487	953,100	926,600
Sale of Capital Assets	36,115	10,000	454,102	457,200	10,000
Sale of Bonds	400,000	600,000	-	4,350,000	180,000
<b>Total Other Financing Sources</b>	<b>1,319,491</b>	<b>1,563,100</b>	<b>466,589</b>	<b>5,760,300</b>	<b>1,116,600</b>
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 51,637,194</b>	<b>\$ 52,171,300</b>	<b>\$ 22,439,979</b>	<b>\$ 56,370,400</b>	<b>\$ 53,387,200</b>

# City of Eau Claire



## General Fund Revenues

---

### 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 103.54% of the equalized (market) value for 2010. Assessed values are estimated to increase 1.75%.

The 2010 General Fund tax levy for operations is \$25,480,000, an increase of 5.2% over 2009. The tax levy resulting from the increase in general obligation debt service is \$2,321,800 and the levy for annexed properties is \$13,600. Combined, the total levy is \$27,815,400, and overall increase of 5.8%. The 2010 property tax rate for City purposes is 6.321, per \$1,000 of valuation, an increase of 4%.

**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 PublicWorks 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 \$1,442,400.

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

### INTERGOVERNMENTAL REVENUE

**State Shared Revenue** makes up 58% of intergovernmental revenue, and 13% 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 \$4 million. The shared revenue program distribution was frozen at \$7.48 million from 2004 through 2008, was reduced to \$7.40 million in 2009, and was reduced again in 2010 to \$7,154,300.

**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 2010 estimated payment is \$1,086,900.

**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 level of street maintenance and construction relative to the effort of other cities. The City’s allocation is expected to be \$2,690,000.

**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 2010 is \$120,000. The Payment for Municipal Services is estimated at \$700,000 based on the ratio of Eau Claire’s state facilities to those of other cities.

**Other Intergovernmental Revenues** consist primarily of the utility tax and the computer tax reimbursement. Utility tax aid of \$377,700 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 2010 payment is projected at \$240,000. Miscellaneous other state aids including police training and underground storage tank inspections are estimated at \$30,000.



# City of Eau Claire 2010 Adopted Program of Services

---

## LICENSES AND PERMITS

**Television Franchise** fee is based on a 15-year franchise agreement with Charter Communications dated June 27, 2000. The 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 2010 franchise payment is estimated at \$600,000.

**Public-Education-Government (PEG)** is a fee paid by cable subscribers to provide local programming for Public, Education and Government issues. The cable company collects \$0.85 per month per subscriber and transmits the revenue to the City. The City, in turn, appropriates these funds to the Public Access Center. PEG revenue is estimated at \$172,000 in 2010.

**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 \$1,643,300 in 2010.

## 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 2010 the revenue is budgeted at \$375,000.

**Parking Violation** revenue is determined by the number of parking spaces available, enforcement effort, and follow-up collection of each ticket issued. The 2010 revenue estimate is \$410,000.

## CHARGES FOR SERVICES

**Planning and Development Fees** include application fees and site plan review fees and are estimated at \$39,000.

**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 \$5,000.

**Public Works Revenue** includes repairs to streets, sidewalks and signing estimated at \$74,000, and an agreement with the State for the maintenance of sections of Highway 53 in the amount of \$125,000.

**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 2010 estimated revenue is \$100,000.

**Recreational Charges** include pavilion rentals, use of the soccer fields and football and baseball stadiums, program fees, instructional fees, and dog park fees. Recreational charges are expected to total \$509,200 in 2010.

**Police Department Fees** include charges for pawnshops, excessive false alarms and the cost of copies. The estimated 2010 revenue is \$102,000.

**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 \$2,168,800 in 2010. The department expects to receive \$162,200 from medical facilities for regional emergency response. The Fire Department also receives \$29,000 as reimbursement for the cost of medical response supervision and \$2,000 for burning permits, oxygen tanks and other miscellaneous revenue.

In total, charges for services are expected to increase 19.9% from the 2009 adopted budget.

## 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 and other municipalities that reimburse approximately 70% of the Center's costs through a long-term contract. The 2010 reimbursement is estimated at \$1,281,700.

## City of Eau Claire 2010 Adopted Program of Services

---

### CHARGES FOR SERVICES-INTERGOVERNMENTAL (Continued)

**Ambulance Revenue – Towns** reflects the \$40,000 overhead fee paid by surrounding communities for regional EMS service.

**Fire Inspector Reimbursement** is the \$44,500 in support for ½ fire inspector position paid by Altoona.

**Police Liaison** charges of \$190,800 are reimbursements from the Eau Claire Area School District for ½ of the cost of assigning four police officers to the schools.

**Utility Service Charges** are revenues paid to the General Fund by enterprise funds for general management, financial, engineering, and legal services. These fees total \$1,321,500 in 2010.

**Service Charges – Unfunded Pension** is an account for the repayment of prior years' pension costs to the General Fund. The 2010 payment is \$146,500.

### MISCELLANEOUS

**Interest on Investments** has been projected at \$500,000, reflecting the General Fund's share of the City's invested portfolio. This estimate is down 61.5% due to the national economic situation.

**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 2010 interest is budgeted at \$423,900.

**Rental Income** is received from property leased to cellular phone companies. Revenue is projected at \$52,000 per year.

### OTHER FINANCING SOURCES

**Other Financing Sources** consists of transfers from other funds. The transfers include a \$35,000 transfer from the Community Enhancement fund for special community promotions and \$65,000 for maintenance of Phoenix Park. The Storm Water Utility reimburses the City \$746,600 for street sweeping costs. In addition, the Sewer Utility is contributing \$50,000 to the General Fund as a return on the City's investment in the Sewer Utility. The total amount is being amortized over 18 years and 2010 will be Year 16 of the amortization schedule.



## City of Eau Claire 2010 Adopted Program of Services

### City Council

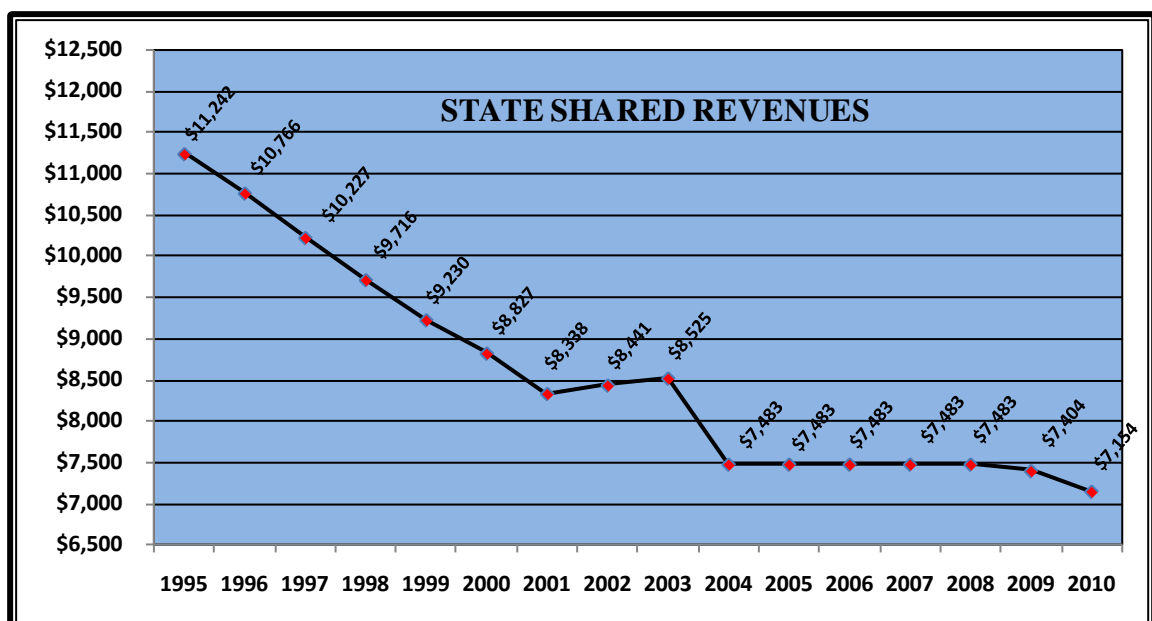
The City is governed by an elected part-time City Council consisting of a Council President elected at large, five Council Members elected at large, and five Council Members elected from separate districts. All legislative power is vested in the City Council, which has the responsibility to determine 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 2010-2012 Strategic Priorities:

- Develop a process for listening and responding to our citizens.
- Ensure a fiscally sound and sustainable municipal government.
- Build a resilient and vibrant community with proactive economic development.
- Ensure that our physical and natural infrastructure needs are protected and maintained.
- Empower a skilled and innovative work force.
- Become a leader in civic engagement and collaborative problem solving.
- Create and sustain a healthy community.
- Create a blueprint for a sustainable public transportation system.





## City of Eau Claire 2010 Adopted Program of Services

### City Council Overview of Revenues & Expenditures

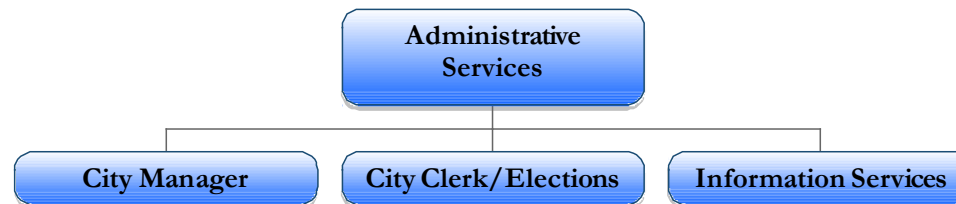
	<u>2008 Actual</u>	<u>2009 Adopted Budget</u>	<u>2010 Adopted Budget</u>	<u>% Change</u>
<b>Revenues</b>				
Gen. Purpose (tax) Rev.	\$ 110,318	\$ 122,700	\$ 127,300	4%
<b>Total Revenues</b>	<b><u>\$ 110,318</u></b>	<b><u>\$ 122,700</u></b>	<b><u>\$ 127,300</u></b>	<b>4%</b>
<b>Expenditures</b>				
Personnel Services	\$ 42,538	\$ 43,100	\$ 43,100	0%
Contractual Services	66,600	77,500	82,500	6%
Utilities	114	100	100	0%
Fixed Charges	400	400	400	0%
Materials & Supplies	666	1,600	1,200	-25%
<b>Total Expenditures</b>	<b><u>\$ 110,318</u></b>	<b><u>\$ 122,700</u></b>	<b><u>\$ 127,300</u></b>	<b>4%</b>



## City of Eau Claire 2010 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

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	% Change
<b>Revenues</b>				
Intragovernmental Service	\$ 115,007	\$ 119,803	\$ 122,726	2%
Gen. Purpose (tax) Rev.	1,480,818	1,287,597	1,481,974	15%
<b>Total Revenues</b>	<b>\$ 1,595,825</b>	<b>\$ 1,407,400</b>	<b>\$ 1,604,700</b>	<b>14%</b>
<b>Expenditures</b>				
Personnel Services	\$ 1,372,694	\$ 1,165,500	\$ 1,372,100	18%
Contractual Services	174,864	199,300	189,500	-5%
Utilities	6,735	5,300	5,800	9%
Fixed Charges	3,300	3,300	3,300	0%
Materials & Supplies	38,232	34,000	34,000	0%
<b>Total Expenditures</b>	<b>\$ 1,595,825</b>	<b>\$ 1,407,400</b>	<b>\$ 1,604,700</b>	<b>14%</b>

Note: Excluding the allocation of retiree health insurance, the increase for this Department is 12%.



## City of Eau Claire 2010 Adopted Program of Services

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

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 402,325	\$ 331,600	\$ 151,811	\$ 331,600	\$ 357,800
Contractual Services	29,407	38,400	9,223	26,100	23,300
Utilities	811	900	388	900	900
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	9,790	11,600	5,665	11,600	11,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 443,733</b>	<b>\$ 383,900</b>	<b>\$ 167,787</b>	<b>\$ 371,600</b>	<b>\$ 395,000</b>

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

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 364,013	\$ 214,000	\$ 125,271	\$ 214,000	\$ 377,400
Contractual Services	33,967	35,600	17,010	37,100	36,100
Utilities	1,265	600	339	600	1,100
Materials & Supplies	14,215	10,000	4,120	10,000	10,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 413,460</b>	<b>\$ 260,200</b>	<b>\$ 146,740</b>	<b>\$ 261,700</b>	<b>\$ 424,600</b>

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

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 606,356	\$ 619,900	\$ 303,580	\$ 623,500	\$ 636,900
Contractual Services	111,490	125,300	51,416	130,200	130,100
Utilities	4,659	3,800	2,550	3,800	3,800
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	14,227	12,400	6,242	14,700	12,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 738,632</b>	<b>\$ 763,300</b>	<b>\$ 364,738</b>	<b>\$ 774,100</b>	<b>\$ 785,100</b>



## City of Eau Claire 2010 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 assure 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.

#### 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 Authorized Full-Time</b>	<b>FY2008</b>	<b>FY2009</b>	<b>FY2010</b>
City Manager	1	1	1
Executive Assistant	1	1	1
Administrative Secretary	1	1	1
Total FTE Positions	3	3	3



## City of Eau Claire 2010 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 the Council Members receive the necessary information 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

- Compiled City Council Agenda packets for each of the 23 regularly scheduled Council meetings averaging 250 pages per packet.
- Continued implementation of the Statewide Voter Registration System.
- Conducted federal HAVA (Help America Vote Act) checks and necessary follow-up on all new voter registrations.

City Clerk/Elections Authorized Full-Time	FY2008	FY2009	FY2010
City Clerk	1	1	1
Elections Specialist (Moved from Customer Service)	0	1	1
Total FTE Positions	1	2	2





## City of Eau Claire 2010 Adopted Program of Services

### Information Services

#### Equipment

- 30 Servers
- 200 Personal Computers
- 132 Laptops
- 1 AS400
- 32 Routers
- 43 Switches (used to connect equipment to the network)
- 152 Printers
- 87 Digital Cameras
- 48 PDAs
- 5 Network Security Devices
- 52 Uninterrupted Power Supplies
- 231 VoIP Phones
- 195 Voice Mail Boxes
- 47 Call Handlers

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 & Federal Government, and to perform their job functions.

#### 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 (RFPs), 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 2008	FY 2009	FY 2010
Information Services Manager	1	1	1
Information Services Technician III	5	5	5
Computer Support Supervisor	0	0	1
PC Coordinator	1	1	0
<b>Total FTE Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>



## City of Eau Claire 2010 Adopted Program of Services

### City Attorney's Office

#### Activities

- Prosecution
- Labor Relations
- Litigation
- Legal Services

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

#### Objectives

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

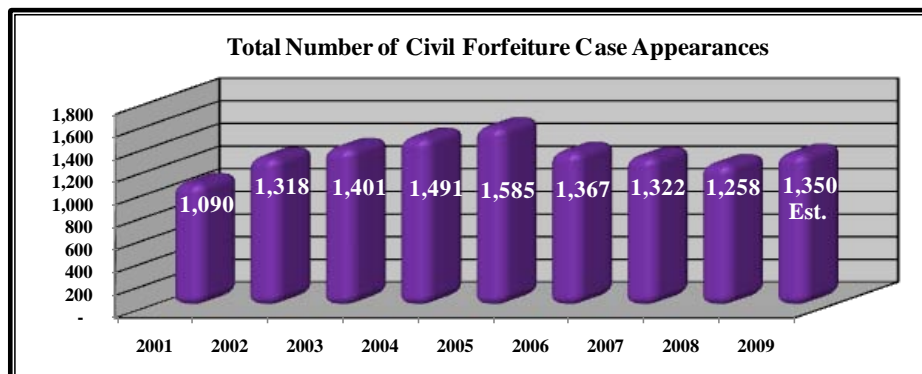
#### Outputs

- Negotiated labor agreements and litigated grievances with employee bargaining units substantially reducing outside legal costs for these necessary labor relation legal services.
- Drafted the 2 South Barstow purchase and development agreement and a revision to the Phoenix Parkside, LTD contract.
- Litigated the Wheaton et al. v. City case to a mediated resolution while discussions continue on broader intergovernmental cooperative agreements.
- Provided legal and report writing training to Police Department officers.
- Developed financial security Red Flag Rules with the Finance and Fire Departments.
- Successfully prosecuted public nuisance, OWI/alcohol related violations, traffic, retail theft, and code/statutory violations to fulfill enforcement duty and maintain local quality of life.
- Updated Council Handbook and provided necessary training to public officials and city employees on Public Record, Open Meeting, and other laws and regulations that the organization must meet.

#### City Attorney

##### Authorized Full-Time

	FY 2008	FY 2009	FY 2010
City Attorney	1	1	1
Assistant City Attorney	2	2	2
Legal Secretary	1	1	0.75
<b>Total FTE Positions</b>	<b>4</b>	<b>4</b>	<b>3.75</b>





## City of Eau Claire 2010 Adopted Program of Services

### City Attorney Overview of Revenues & Expenditures

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	% Change
<b>Revenues</b>				
Licenses & Permits	\$ 160,926	\$ 159,100	\$ 155,350	-2%
Fines & Forfeits	210,251	210,500	204,250	-3%
Intragovernmental Service	34,184	37,901	40,207	6%
Gen. Purpose (tax) Rev.	21,806	60,799	92,493	52%
<b>Total Revenues</b>	<b>\$ 427,167</b>	<b>\$ 468,300</b>	<b>\$ 492,300</b>	<b>5%</b>
<b>Expenditures</b>				
Personnel Services	\$ 395,613	\$ 427,200	\$ 454,900	6%
Contractual Services	16,142	23,700	21,200	-11%
Utilities	797	600	600	0%
Fixed Charges	1,400	1,400	1,400	0%
Materials & Supplies	13,215	15,400	14,200	-8%
<b>Total Expenditures</b>	<b>\$ 427,167</b>	<b>\$ 468,300</b>	<b>\$ 492,300</b>	<b>5%</b>

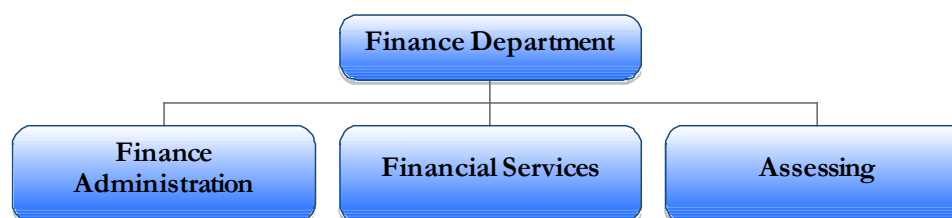
Note: Excluding the allocation of retiree health insurance, the increase for this Department is .9%.



## City of Eau Claire 2010 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*

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	% Change
<b>Revenues</b>				
Licenses & Permits	\$ 166,082	\$ 163,500	\$ 159,750	-2%
Intragovernmental Service	518,302	506,897	481,522	-5%
Miscellaneous	20,276	12,000	12,000	0%
Gen. Purpose (tax) Rev.	1,313,855	1,549,803	1,568,828	1%
<b>Total Revenues</b>	<b>\$ 2,018,515</b>	<b>\$ 2,232,200</b>	<b>\$ 2,222,100</b>	<b>0%</b>
<b>Expenditures</b>				
Personnel Services	\$ 1,791,266	\$ 1,896,300	\$ 1,911,400	1%
Contractual Services	187,543	276,600	262,700	-5%
Utilities	5,336	4,200	4,200	0%
Fixed Charges	13,400	13,400	13,400	0%
Materials & Supplies	20,970	29,700	30,400	2%
<b>Total Expenditures</b>	<b>\$ 2,018,515</b>	<b>\$ 2,220,200</b>	<b>\$ 2,222,100</b>	<b>0%</b>

Note: Excluding the allocation of retiree health insurance, the decrease for this Department is 1.7%.



## City of Eau Claire 2010 Adopted Program of Services

### *Finance Department - Administration Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 307,610	\$ 285,100	\$ 119,940	\$ 285,100	\$ 325,900
Contractual Services	11,220	39,200	21,743	39,200	39,100
Utilities	846	600	157	600	600
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	5,790	6,700	1,729	6,700	6,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 326,466</b>	<b>\$ 332,600</b>	<b>\$ 144,069</b>	<b>\$ 332,600</b>	<b>\$ 373,000</b>

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

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 954,528	\$ 1,107,600	\$ 453,532	\$ 1,107,600	\$ 1,142,400
Contractual Services	142,482	178,200	133,229	182,600	172,600
Utilities	3,191	2,600	1,457	2,600	2,600
Fixed Charges	4,600	4,600	2,300	4,600	4,600
Materials & Supplies	11,960	16,800	3,916	12,400	14,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,116,761</b>	<b>\$ 1,309,800</b>	<b>\$ 594,434</b>	<b>\$ 1,309,800</b>	<b>\$ 1,336,800</b>

### *Finance Department - Assessing Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 529,128	\$ 503,600	\$ 201,093	\$ 503,600	\$ 443,100
Contractual Services	33,842	59,200	3,858	59,200	51,000
Utilities	1,298	1,000	290	1,000	1,000
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	3,220	6,200	3,006	6,200	9,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 575,288</b>	<b>\$ 577,800</b>	<b>\$ 212,147</b>	<b>\$ 577,800</b>	<b>\$ 512,300</b>



# City of Eau Claire 2010 Adopted Program of Services

## Finance: Administration

### Activities

- City Budget
- Capital Improvement Program
- Debt Issues
- TIF Districts
- Property Acquisitions
- Review and Approve Contracts and Leases
- Coordinate Bond Issues
- Administer Financial Policy
- Maintain Internal Control System
- Financial Advisor for the City

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

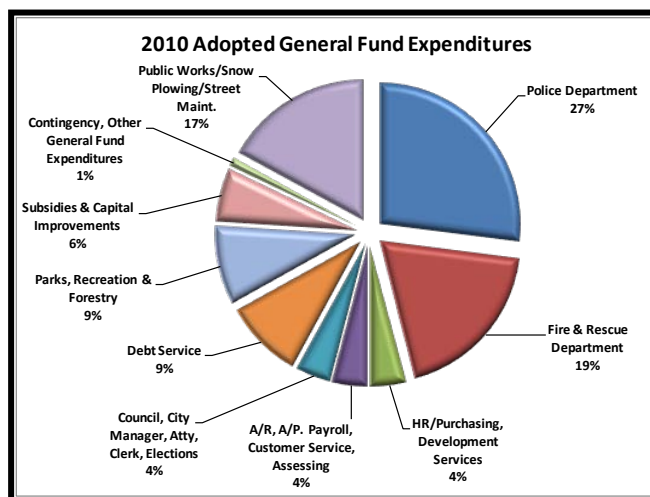
- Effective budget and capital finance management.
- Innovative financial partnerships.
- Excellence in financial reporting.
- Conservative debt management.
- Superior bond ratings.

### Outputs

- Prepared balanced operations and capital budgets under 5 years of levy limits.
- Identified proposed financing for the Hobbs Municipal Ice Center, and West Bank projects.
- Achieved the Government Finance Officers' Association's annual award for Excellence in Financial Reporting for 24 years.
- Mitigated the City's general obligation debt burden with auxiliary payment sources including special assessments, storm water fees, and TIF increments.
- Maintained a Standard and Poor's bond rating upgrade from "AA" to "AA+", and maintained the Moody's rating of "Aa2".

### Finance Administration Authorized Full-Time

	FY 2008	FY 2009	FY 2010
Director of Finance	1	1	1
Accountant Analyst	1	1	0
Accountant I	0	0	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 2010 Adopted Program of Services

### Finance: Financial Services

- Activities**
- 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
- 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.

#### 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 annual financial report after review by an independent CPA firm.
- Administered long-term debt obligations of the City totaling over \$80 million.
- Calculated and prepared data to process 24,300 tax bills totaling about \$82 million.
- Processed 600 payroll checks on a weekly and biweekly basis totaling \$50.3 million annually.
- Processed over 100,000 utility bills totaling over \$16 million.
- Issued approximately 200 accounts payable checks weekly, averaging about \$2 million.
- Received over 145,000 payments for utility bills, licenses, permits, and other City revenue sources.
- Managed the City's financial system utilizing 7,200 accounts to track and record all financial transactions.

#### Accounting Services Authorized Full-Time

	FY 2008	FY 2009	FY 2010
Accounting Supervisor	1	1	1
Senior Accountant (Previously Accountant Analyst)	1	1	1
Accountant I	1	1	2
Account Clerk II/Payroll Specialist	1	1	1
Accounting Technician	3	3	3
Account Clerk I	1	1	0
<b>Total FTE Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>

#### Customer Services Authorized Full-Time

	FY 2008	FY 2009	FY 2010
Financial Services Manager	1	1	1
Financial Services Supervisor	0	0	1
Elections Clerk (Moved to City Clerk)	1	0	0
Accountant I	1	1	1
Account Clerk II	2	2	2
Accounting Technician	1	1	1
Account Clerk I	3.75	3.75	3
<b>Total FTE Positions</b>	<b>9.75</b>	<b>8.75</b>	<b>9</b>



## City of Eau Claire 2010 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 & the assessment process.

#### Outputs

- Completed data verification and editing of the assessment system commercial property database.
- Added digital photos to approximately 75% of the parcels.
- The assessment system link to GIS is pending a decision to retain or replace existing mapping software.
- Completed annual review & assessment of approximately 23,000 real property parcels, 2,200 personal property accounts, and 600 mobile homes.
- Reviewed and approved numerous requests for new property tax exemptions. One request submitted was denied.

Assessing Authorized Full-Time	FY 2008	FY 2009	FY 2010
City Assessor	1	1	1
Property Assessor II	3	3	3
Property Assessment Aide	2	2	1
Total FTE Positions	6	6	5

#### Total Property in the City of Eau Claire

Total Properties	2009	2010
Real Estate	23,190	23,317
Personal Property	2,234	2,201

#### Valuation of All Property in the City of Eau Claire

	2009 Budget	2010 Budget
<b>Real Estate</b>		
Residential	\$ 2,670,832,200	\$ 2,692,285,600
Commercial	1,406,379,200	1,459,862,200
Manufacturing	152,503,600	145,772,600
Agricultural	91,400	121,900
<b>Total</b>	<b>\$ 4,229,806,400</b>	<b>\$ 4,298,042,300</b>
<b>Personal Property</b>		
City	130,768,500	145,124,600
Manufacturing	22,158,600	21,931,800
<b>Total</b>	<b>\$ 152,927,100</b>	<b>\$ 167,056,400</b>
<b>Total value</b>	<b>\$ 4,382,733,500</b>	<b>\$ 4,465,098,700</b>





## City of Eau Claire 2010 Adopted Program of Services

### Human Resources/Purchasing

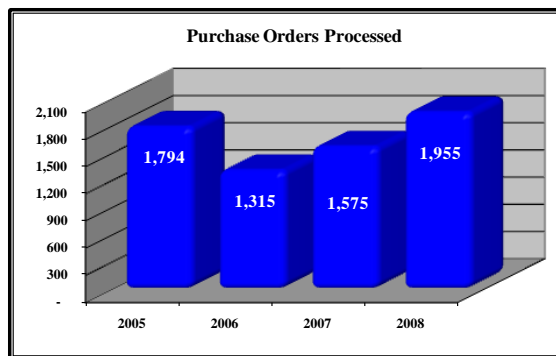
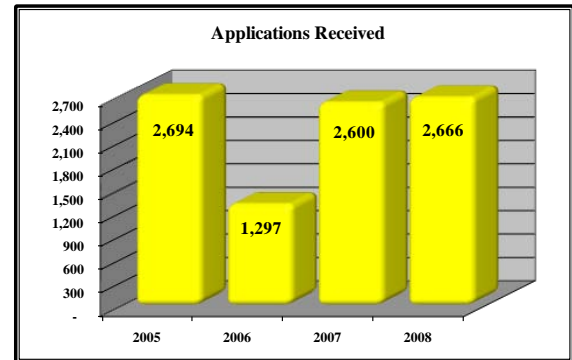
The Human Resources Department provides several internal administrative services to the operating departments. Services include: recruitment, benefits administration, labor relations, contract administration, payroll/personnel system operation, purchasing, mailroom, and duplicating.

#### Objectives

- Hire and maintain a competent and motivated workforce.
- Purchase high quality goods and services at competitive prices.

#### Outputs

- Applications Received (Shown on graph.)
- Purchase Orders Processed (Shown on graph.)



#### Human Resources Authorized Full-Time

Director of Human Resources  
Human Resources Manager  
Personnel Technician  
Benefits Specialist  
Human Resources Secretary

Total FTE Positions

	FY 2008	FY 2009	FY 2010
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>

#### Purchasing Authorized Full-Time

Buyer  
Purchasing Technician  
Mail & Duplicating Clerk

Total FTE Positions

	FY 2008	FY 2009	FY 2010
Buyer	1	1	1
Purchasing Technician	1	1	1
Mail & Duplicating Clerk	0.5	0.5	0
<b>Total FTE Positions</b>	<b>2.5</b>	<b>2.5</b>	<b>2</b>



## City of Eau Claire 2010 Adopted Program of Services

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

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	% Change
<b>Revenues</b>				
Intragovernmental Service	\$ 62,142	\$ 61,278	\$ 62,261	2%
Gen. Purpose (tax) Rev.	672,548	776,322	751,239	-3%
<b>Total Revenues</b>	<b>\$ 734,690</b>	<b>\$ 837,600</b>	<b>\$ 813,500</b>	<b>-3%</b>
<b>Expenditures</b>				
Personnel Services	\$ 552,755	\$ 591,800	\$ 572,400	-3%
Contractual Services	161,792	222,500	218,800	-2%
Utilities	3,317	2,800	2,800	0%
Fixed Charges	2,200	2,200	2,200	0%
Materials & Supplies	14,626	18,300	17,300	-5%
<b>Total Expenditures</b>	<b>\$ 734,690</b>	<b>\$ 837,600</b>	<b>\$ 813,500</b>	<b>-3%</b>

Note: Excluding the allocation of retiree health insurance, the decrease for this Department is 5.3%.

### *Human Resources Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 408,194	\$ 434,300	\$ 178,614	\$ 434,300	\$ 422,900
Contractual Services	116,186	168,100	68,854	168,100	162,400
Utilities	1,815	1,600	359	1,600	1,600
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	9,029	9,000	4,667	9,000	9,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 536,624</b>	<b>\$ 614,400</b>	<b>\$ 253,194</b>	<b>\$ 614,400</b>	<b>\$ 597,300</b>

### *Purchasing Expenditure Summary*

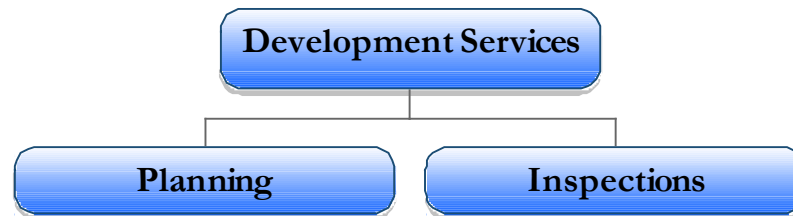
	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 144,561	\$ 157,500	\$ 64,886	\$ 157,500	\$ 149,500
Contractual Services	45,606	54,400	44,732	54,400	56,400
Utilities	1,503	1,200	362	1,200	1,200
Fixed Charges	800	800	400	800	800
Materials & Supplies	5,596	9,300	9,989	9,300	8,300
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 198,066</b>	<b>\$ 223,200</b>	<b>\$ 120,369</b>	<b>\$ 223,200</b>	<b>\$ 216,200</b>



## City of Eau Claire 2010 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*

	<b>2008 Actual</b>	<b>2009 Adopted Budget</b>	<b>2010 Adopted Budget</b>	<b>% Change</b>
<b>Revenues</b>				
Licenses & Permits	\$ 532,054	\$ 545,200	\$ 545,200	0%
Charges for Services	59,887	62,700	63,200	1%
Gen. Purpose (tax) Rev.	480,105	555,500	505,400	-9%
<b>Total Revenues</b>	<b><u>\$ 1,072,046</u></b>	<b><u>\$ 1,163,400</u></b>	<b><u>\$ 1,113,800</u></b>	<b>-4%</b>
<b>Expenditures</b>				
Personnel Services	\$ 1,007,117	\$ 1,059,200	\$ 1,013,700	-4%
Contractual Services	37,481	63,100	62,000	-2%
Utilities	4,445	4,200	4,200	0%
Fixed Charges	12,719	12,900	12,900	0%
Materials & Supplies	10,284	24,000	21,000	-13%
<b>Total Expenditures</b>	<b><u>\$ 1,072,046</u></b>	<b><u>\$ 1,163,400</u></b>	<b><u>\$ 1,113,800</u></b>	<b>-4%</b>

Note: Excluding the allocation of retiree health insurance, the decrease for this Department is 8.1%.



## City of Eau Claire 2010 Adopted Program of Services

### *Development Services - Planning Expenditure Summary*

	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 485,403	\$ 472,600	\$ 203,089	\$ 472,600	\$ 508,500
Contractual Services	9,026	29,000	31,887	29,000	28,900
Utilities	1,608	1,400	432	1,400	1,400
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	5,940	13,800	2,678	13,800	13,800
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 503,577</b>	<b>\$ 518,400</b>	<b>\$ 238,886</b>	<b>\$ 518,400</b>	<b>\$ 554,200</b>

### *Development Services - Inspections Expenditure Summary*

	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 521,713	\$ 586,600	\$ 248,833	\$ 586,600	\$ 505,200
Contractual Services	28,456	34,100	22,473	34,100	33,100
Utilities	2,837	2,800	898	2,800	2,800
Fixed Charges	11,119	11,300	5,779	11,300	11,300
Materials & Supplies	4,344	10,200	1,510	10,200	7,200
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 568,469</b>	<b>\$ 645,000</b>	<b>\$ 279,493</b>	<b>\$ 645,000</b>	<b>\$ 559,600</b>



## City of Eau Claire 2010 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. Planning is responsible for land use issues including community and neighborhood planning, zoning, development review, historic preservation, annexations, and joint planning efforts with surrounding jurisdictions.

#### Objectives

- Define the City’s future development through comprehensive planning and zoning requirements.
- Review development proposals for compliance with City standards.
- Coordinate services with other governments & 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 formal 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/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 and minutes, and application reviews and reports, to City boards and community organizations.

##### Boards & Commissions

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

##### Business Associations

- Downtown 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 2008	FY 2009	FY 2010
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 2010 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 & 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 Heating Examiners & Appeals Board.

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

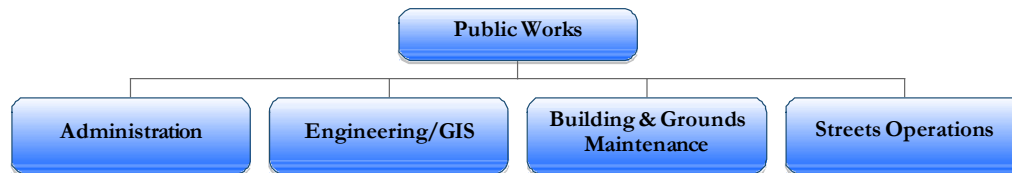
	FY 2008	FY 2009	FY 2010
Senior Building Official	1	1	1
Plumbing Inspector	1	1	1
Electrical & Assistant Mechanical Inspector	1	1	1
Building, Heating & Assistant Electrical Inspector	1	1	1
Heating, Plumbing & Assistant Building Inspector	1	1	1
Part-Time Inspector	0.5	0	0
Code Compliance Inspector	1	1	1
Inspections Technician	1	1	1
<b>Total FTE Positions</b>	<b>7.5</b>	<b>7</b>	<b>7</b>



## City of Eau Claire 2010 Adopted Program of Services

### Public Works: Overview

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



#### Public Works Overview of Revenues & Expenditures

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	%
				Change
<b>Revenues</b>				
Stormwater Mgmt Chg.	\$ 136,318	\$ 139,653	\$ 138,488	-1%
Sewer Service Chg.	278,574	181,942	177,492	-2%
Water Service Chg.	178,332	287,775	280,302	-3%
Transit Admin. Chg.	6,345	6,451	10,790	67%
Other Service Chg.	120,252	100,900	102,412	1%
Miscellaneous Chg.	2,413,585	996,100	1,070,600	7%
Gen. Purpose (tax) Rev.	4,895,903	7,470,679	7,490,716	0%
<b>Total Revenues</b>	<b>\$ 8,029,309</b>	<b>\$ 9,183,500</b>	<b>\$ 9,270,800</b>	<b>1%</b>
<b>Expenditures</b>				
Personnel Services	\$ 4,541,491	\$ 4,999,500	\$ 4,970,400	-1%
Contractual Services	1,744,203	2,400,500	2,582,900	8%
Utilities	929,011	1,116,900	1,047,700	-6%
Fixed Charges	86,602	82,500	82,500	0%
Materials & Supplies	728,002	584,100	587,300	1%
<b>Total Expenditures</b>	<b>\$ 8,029,309</b>	<b>\$ 9,183,500</b>	<b>\$ 9,270,800</b>	<b>1%</b>

Note: Excluding the allocation of retiree health insurance, the decrease for this Department is 3%.



## City of Eau Claire 2010 Adopted Program of Services

### *Public Works - Administration Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 325,472	\$ 281,100	\$ 122,774	\$ 281,100	\$ 359,100
Contractual Services	15,634	46,800	29,538	46,800	47,000
Utilities	2,582	3,900	657	3,900	3,900
Fixed Charges	1,100	1,100	550	1,100	1,100
Materials & Supplies	4,121	5,000	902	5,000	5,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 348,909</b>	<b>\$ 337,900</b>	<b>\$ 154,421</b>	<b>\$ 337,900</b>	<b>\$ 416,100</b>

### *Public Works - Building & Grounds Maintenance Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 373,501	\$ 419,800	\$ 174,870	\$ 419,800	\$ 388,300
Contractual Services	47,776	69,100	22,300	69,700	69,500
Utilities	171,115	212,000	67,060	212,000	172,800
Fixed Charges	41,100	41,100	20,550	41,100	41,100
Materials & Supplies	27,538	28,700	13,930	28,100	38,700
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 661,030</b>	<b>\$ 770,700</b>	<b>\$ 298,710</b>	<b>\$ 770,700</b>	<b>\$ 710,400</b>

### *Public Works - Engineering / GIS Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,234,179	\$ 1,399,700	\$ 551,922	\$ 1,399,700	\$1,335,500
Contractual Services	77,423	128,600	96,044	137,500	123,500
Utilities	5,191	3,200	1,626	3,200	3,200
Fixed Charges	19,400	19,400	9,700	19,400	19,400
Materials & Supplies	24,165	34,300	11,986	34,300	29,300
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,360,358</b>	<b>\$ 1,585,200</b>	<b>\$ 671,278</b>	<b>\$ 1,594,100</b>	<b>\$ 1,510,900</b>



## City of Eau Claire 2010 Adopted Program of Services

### *Public Works - Streets Operations Expenditure Summary*

	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 2,608,339	\$ 2,898,900	\$ 1,233,034	\$ 2,898,900	\$ 2,887,500
Contractual Services	1,603,369	2,156,000	838,873	1,808,000	2,342,900
Utilities	750,123	897,800	356,605	897,800	867,800
Fixed Charges	25,002	20,900	(22,117)	20,900	20,900
Materials & Supplies	672,178	516,100	720,899	615,400	514,300
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 5,659,011</b>	<b>\$ 6,489,700</b>	<b>\$ 3,127,294</b>	<b>\$ 6,241,000</b>	<b>\$ 6,633,400</b>



**City of Eau Claire 2010 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 \$2,067 per public works employee in 2009.

Public Works - Administration Authorized Full-Time	FY2008	FY2009	FY2010
Director of Public Works	1	1	1
Public Works Secretary	1	1	1
Public Works Analyst	0	1	1
Total FTE Positions	2	3	3





## City of Eau Claire 2010 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 program also prepares and administers the special assessment program and maintains the official engineering records and maps. Engineering also oversees and maintains the emergency warning system, provides general engineering assistance to other City departments and coordinates contracted consulting engineering services when 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.
- Monitor development agreements for installation of utilities & 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 nineteen 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 fifteen major projects with a construction cost of \$7.97 million.
- Engineering services delivered at 18.2% of the construction cost in 2009.
- Monitored and administered eleven development agreements resulting in the construction of \$4.9 million of street and utility improvements constructed by private developers in 2008.
- Completed 101 sidewalk grade requests in 2008 (5-year average = 208).
- Provide 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 2008	FY 2009	FY 2010
Deputy City Engineer	2	2	2
Transportation Engineer	1	1	1
Project Engineer	1	1	1
Senior Surveyor	1	1	1
Engineering Technician III	2	2	2
Civil Engineer	1	1	1
Engineering Technician II	1	1	1
Engineering Services Technician	1	1	1
Engineering Technician/Administrative	1	0	0
Engineering Technician I	1	1	1
Clerk III	1	1	1
Engineering Aide II	1	1	1
Total FTE Positions	14	13	13



## City of Eau Claire 2010 Adopted Program of Services

### Public Works: Building & Grounds Maintenance

The Building & 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 Public Library located at 400 Eau Claire Street.

#### Objectives

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

#### Outputs

- Operate & maintain the City buildings in good physical condition at a cost less than \$10.00 per square foot.
- Provide custodial services to the public library at a cost of less than \$5.00 per square foot.

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

	FY 2008	FY 2009	FY 2010
Building, Grounds, & Fleet Manager	1	1	1
Building Services Supervisor	1	1	1
Custodian	7	7	6
<b>Total FTE Positions</b>	<b>9</b>	<b>9</b>	<b>8</b>



*City Hall is located at 203 South Farwell Street*



## City of Eau Claire 2010 Adopted Program of Services

---

### Public Works: Streets Operations

The Streets Operations Division is responsible for the maintenance, cleaning, and plowing of the City's 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, weeds 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

- 95.8% of the streets were rated with a PCI above 25 in 2009.
- Prepare and seal coat a minimum of 10.3 miles of streets in 2009.
- Crack seal 450,000 lineal feet of cracks.

**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 304 properties with 65 being removed by City street crews.
- Sidewalk clearance notices sent to 618 properties with 142 being cleared by City street crews.
- 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 2010 Adopted Program of Services

---

**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 WPDES 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**

- Remove and dispose of 12,000 cubic yards of debris from the streets & parking lots.
- Complete the spring sweeping and clean up no later than May 30<sup>th</sup>.
- Sweep all streets a minimum of 4 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 80 miles of arterial and collector streets.
- Plow the 255 miles of local residential streets after the accumulation of 3” or more of snow.
- Haul snow from Downtown, Water Street and selected locations as needed.

## **Outputs – Snow & Ice Control**

- Plow to full width curb-to-curb the Ice Control and Primary Plow Routes 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 \$20,000 per inch.

**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 (MUTCD).
- 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 40 traffic control signals in good operating condition.
- Install and maintain the 8,400 regulatory and 2,200 street name signs.
- Maintain 83 miles of centerline and lane markings, 270 crosswalks, and 200 pavement markings.

## City of Eau Claire 2010 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 2,030 City-owned streetlights.
- Administer the installation, operation, and maintenance of 3,200 streetlights leased from Xcel Energy.

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

	FY 2008	FY 2009	FY 2010
Street Maintenance Manager	1	1	1
Supervisor	3	3	3
Clerk III	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	9	9	8
Total FTE Positions	36	36	35



## City of Eau Claire 2010 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 & Forestry Department consists of Administration, Maintenance, Recreation, and Forestry.



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

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	%
				Change
<b>Revenues</b>				
Charges for Services:				
Pool Admission Fees	\$ 4,177	\$ -	\$ -	
Softball Fees	48,409	50,000	48,000	-4%
Instructional Fees	302,554	250,000	300,000	20%
Park Reimbursements	41,956	35,000	40,000	14%
Stadium Rental	53,181	50,000	50,000	0%
WPRA Ticket Sales	932	1,000	1,000	0%
Other Recreation Fees	62,136	56,200	57,200	2%
Miscellaneous Revenue	116,301	113,000	113,000	0%
Gen. Purpose (tax) Rev.	3,708,517	3,981,600	4,019,700	1%
<b>Total Revenues</b>	<b>\$ 4,338,163</b>	<b>\$ 4,536,800</b>	<b>\$ 4,628,900</b>	<b>2%</b>
<b>Expenditures</b>				
Personnel Services	\$ 3,246,184	\$ 3,204,900	\$ 3,221,200	1%
Contractual Services	625,117	807,100	856,200	6%
Utilities	194,418	247,300	257,800	4%
Fixed Charges	55,414	56,300	56,300	0%
Materials & Supplies	217,030	221,200	237,400	7%
<b>Total Expenditures</b>	<b>\$ 4,338,163</b>	<b>\$ 4,536,800</b>	<b>\$ 4,628,900</b>	<b>2%</b>

Note: Excluding the allocation of retiree health insurance, the decrease for this Department is .83%.





## City of Eau Claire 2010 Adopted Program of Services

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

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 321,319	\$ 263,700	\$ 118,578	\$ 263,700	\$ 407,500
Contractual Services	49,578	107,500	56,313	107,500	90,000
Utilities	2,304	2,000	611	2,000	2,000
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	18,422	20,600	7,631	20,600	18,100
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 392,623</b>	<b>\$ 394,800</b>	<b>\$ 183,633</b>	<b>\$ 394,800</b>	<b>\$ 518,600</b>

### *Parks & Recreation & Forestry - Maintenance Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,979,496	\$ 2,011,100	\$ 881,187	\$ 2,011,100	\$ 1,891,800
Contractual Services	321,803	402,300	221,712	402,300	420,300
Utilities	188,135	242,200	55,898	242,200	254,600
Fixed Charges	34,210	34,500	16,663	34,500	34,500
Materials & Supplies	132,824	123,800	75,200	123,800	147,900
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 2,656,468</b>	<b>\$ 2,813,900</b>	<b>\$ 1,250,661</b>	<b>\$ 2,813,900</b>	<b>\$ 2,749,100</b>

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

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 572,332	\$ 568,300	\$ 190,406	\$ 568,300	\$ 553,100
Contractual Services	170,197	189,300	84,839	189,300	212,200
Utilities	3,123	2,300	19	2,300	400
Fixed Charges	13,300	13,700	6,650	13,700	13,700
Materials & Supplies	55,550	68,200	46,363	68,200	61,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 814,502</b>	<b>\$ 841,800</b>	<b>\$ 328,277</b>	<b>\$ 841,800</b>	<b>\$ 840,800</b>

## Cit y of Eau Claire 2010 Adopted Program of Services

---

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

	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 373,036	\$ 361,800	\$ 174,121	\$ 361,800	\$ 368,800
Contractual Services	83,540	108,000	58,299	108,000	133,700
Utilities	856	800	158	800	800
Fixed Charges	6,905	7,100	2,839	7,100	7,100
Materials & Supplies	10,233	8,600	5,752	8,600	10,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 474,570</b>	<b>\$ 486,300</b>	<b>\$ 241,169</b>	<b>\$ 486,300</b>	<b>\$ 520,400</b>



## City of Eau Claire 2010 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.

Administration represents the department by attending 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-profits.

Administration supports all divisions within the department by assisting with program registration, pavilion reservations, park planning, park development, leases and special projects.

#### Objectives

- Provide supervision, planning, budgeting & general services to the Parks & Recreation & Forestry Department.
- Empower community members to improve the quality of their lives & remain independent & strong by participating in leisure activities.

#### Outputs

- 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.

#### Measurable Outcomes

- Obtained Grant or HML Herbicide treatment
- Conducted 12 Waterways & Parks Commission Meetings to gather public input and opinions.
- Developed and updated 2008-2012 Park & Open Space Master Plan.
- Renewed leases with 10 organizations that use City facilities.
- Provided assistance to over 73 annual special events.
- Created a department annual report in 2008.
- Provided assistance with Hobbs Municipal Ice Center renovation project.

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

	FY 2008	FY 2009	FY 2010
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 2010 Adopted Program of Services

### Parks, Recreation & Forestry: Maintenance

Parks Maintenance provides maintenance services for over 1000 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

- Provide volunteer opportunities.
- Provide safe, universally accessible & connected parks, facilities & amenities.
- Assist park users in facilitating successful events & programs.
- Provide a wide variety of excellent leisure activity facilities & open green spaces.
- Provide support to community events.

#### Outputs

- Maintain community & neighborhood parks, neighborhood playgrounds & special facilities such as trails, off-leash recreation areas, skating rinks, athletic fields & stadiums.
- Maintain pavilions, including prep & clean-up for public rentals.
- Maintain stadiums, including prep & clean-up for public rentals.
- Maintain cross-country ski trails, including construction & grooming maintenance.
- Provide weed harvesting on Half Moon Lake.
- Maintain a park volunteer program.
- Remove park garbage & recycling.

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

	FY 2008	FY 2009	FY 2010
Superintendent of Maintenance	1	1	1
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	9	9	9
Stores Clerk	1	1	1
Semi-Skilled Worker	4	4	3
Landscape Technician	1	1	1
<b>Total FTE Positions</b>	<b>24</b>	<b>24</b>	<b>23</b>

Park Maintenance Service Activity					
	2008	2007	2006	2005	2004
Park Acreage Maintained	338.9	359.1	359.1	369.4	384.8
Pavilion Rentals	821	940	857	764	842
Carson Baseball Stadium Games Played	139	149	144	161	159
Carson Football Stadium Hours Rented	727	644	632.75	558.5	21
Dog Park Daily Passes Sold	752	1190	1135	666	603
Dog Park Seasonal Passes Sold	623	610	532	473	340
Special Events	73	60	52	48	-
Trail Usage (Began monitoring at Owen Park in 2008)	122,483	-	-	-	-
Volunteers (Program started in 2007)	2,422	1,423	-	-	-
Cross Country Ski Trails Maintained - Miles	5.7	5.7	5.7	5.7	5.7
Outdoor Skating Rinks Maintained	10	9	10	9	20



## City of Eau Claire 2010 Adopted Program of Services

### Parks, Recreation & Forestry: Recreation

The Recreation Division provides a full compliment 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 City park facilities including pavilions, stadiums, and athletic fields.

#### Outputs

- Provide facility schedules and work-orders for pavilions, stadiums, and athletic fields for use by Park Maintenance.
- Organized activity classes, including the reservation of facilities, hiring, training, supervising and evaluating staff, and provided 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.
- Conduct a tri-city regional adult volleyball tournament.
- Partnership with Eau Claire Area School District summer school programs.
- Partnership with Wisconsin Park & 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.

Parks & Recreation & Forestry - Recreation Authorized Full-Time	FY 2008	FY 2009	FY 2010
Superintendent of Recreation	1	1	1
Program Supervisor	1	1	1
Total FTE Positions	2	2	2

Recreation Service Activity					
	2008	2007	2006	2005	2004
Aquatic Class Enrollment	3,352	3,276	3,220	3,097	3,161
Adult Athletic Program Enrollment	2,265	1,997	2,365	2,654	2,282
Youth Athletic Program Enrollment	1,544	1,673	1,430	1,343	1,471
Adult Instructional Program Enrollment	564	571	508	442	483
Youth Instructional Program Enrollment	2,314	1,581	1,472	1,425	1,775
Softball Program Enrollment	2,024	1,901	1,863	2,039	1,784
Special Population Program Enrollment	389	376	395	407	345
Outdoor Skating Rinks Attendance	9,360	5,649	6,797	8,019	10,682
Playground Program Attendance	9,148	10,368	11,625	13,063	12,284
Community Center Meetings Held	672	778	1,065	1,104	1,065
Community Center Meeting Attendance	19,944	23,097	39,905	39,595	35,863



## City of Eau Claire 2010 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 is currently in the process of initiating a first time public city tree inventory using GPS technology that monitors tree diseases such as Oak Wilt, Dutch Elm and Emerald Ash Borer, assists with removing tree stumps and responding to storm damage. The division also issues bow-hunting permits, administers the boulevard tree rebate program, and conducts a Christmas tree recycling program that provides mulch to the community.

#### Objectives

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

#### Outputs

- Pruned, removed and monitored the growth of trees 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 planting of trees.

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

	FY2008	FY2009	FY2010
City Forester	1	1	1
Tree Trimmer II	1	1	1
Arborist I	3	3	3
<b>Total FTE Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>

Forestry Service Activity			
	2008	2007	2006
Memorial Trees Planted	7	6	-
Tree/Stump Removals	186	216	-
Merry Mulch	4,200	4,600	3,750
Dutch Elm Disease Prevention	16	49	-
Oak Wilt Management - Hours	86	160	-
Storm Clean-up - Hours	137	416	-
Trees Inventoried	958	2,800	19,640

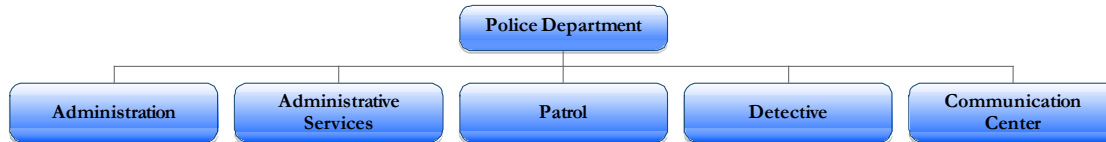
# City of Eau Claire 2010 Adopted Program of Services

## 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 reduce crime and disorder, safeguard individual rights, and improve public safety.

The Police Department employs 133 people, of which 98 are sworn officers and provides 24/7 service to the community by responding to crimes, traffic accidents, 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 (CSU), Tactical Response Team (TRT), Crisis Negotiation, Police Training Officer (PTO), Firearms Instructors, Force Option Trainers (FOT), Department Armors, Taser Instructors, Crash Scene Reconstructionists, Less Lethal Force Instructors, Critical Incident Stress Debriefing Team members (CISD), Surveillance Technicians, Honor Guard members, Chaplain Services, and K-9 services.



### Police Department Overview of Revenues & Expenditures

	<b>2008 Actual</b>	<b>2009 Adopted Budget</b>	<b>2010 Adopted Budget</b>	<b>% Change</b>
<b>Revenues</b>				
Intergovernmental:				
Federal Aid-Other	\$ 215,096	\$ -	\$ -	
State Aid-Mun. Services	329,288	325,000	334,000	3%
Comm. Center Reimburse.	1,084,965	1,237,500	1,281,700	4%
Licenses & Permits	12,891	11,000	11,000	0%
Fines & Forfeits:				
Court Penalties & Costs	274,922	281,250	281,250	0%
Parking Violations	324,582	326,250	307,500	-6%
Charges for Services:				
Police Dept. Fees	109,251	82,000	102,000	24%
Liason Officer Reimburse.	187,545	187,600	190,800	2%
CDBG funding	33,176	30,000	30,000	0%
Gen. Purpose (tax) Rev.	11,468,151	11,778,300	12,416,950	5%
<b>Total Revenues</b>	<b><u>\$ 14,039,867</u></b>	<b><u>\$ 14,258,900</u></b>	<b><u>\$ 14,955,200</u></b>	<b>5%</b>
<b>Expenditures</b>				
Personnel Services	\$ 12,422,560	\$ 12,354,300	\$ 13,011,700	5%
Contractual Services	1,150,497	1,494,400	1,533,300	3%
Utilities	73,116	94,200	94,200	0%
Fixed Charges	144,039	144,400	144,400	0%
Materials & Supplies	240,958	171,600	171,600	0%
Capital Outlay	8,697	-	-	
<b>Total Expenditures</b>	<b><u>\$ 14,039,867</u></b>	<b><u>\$ 14,258,900</u></b>	<b><u>\$ 14,955,200</u></b>	<b>5%</b>

Note: Excluding the allocation of retiree health insurance, the increase for this Department is 2%.

## City of Eau Claire 2010 Adopted Program of Services

### *Police Department - Administration Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 603,094	\$ 210,200	\$ 93,013	\$ 210,200	\$ 620,600
Contractual Services	305,717	547,800	392,442	547,800	546,900
Utilities	2,951	2,800	625	2,800	2,800
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	12,188	16,800	2,926	15,700	16,800
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 925,750</b>	<b>\$ 779,400</b>	<b>\$ 489,906</b>	<b>\$ 778,300</b>	<b>\$ 1,188,900</b>

### *Police Department - Administrative Services Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,306,029	\$ 1,365,200	\$ 647,665	\$ 1,382,800	\$ 1,316,900
Contractual Services	77,539	64,100	46,479	64,100	64,600
Utilities	6,834	5,800	2,890	5,800	5,800
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	63,576	47,000	37,123	47,000	47,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,465,478</b>	<b>\$ 1,493,600</b>	<b>\$ 739,907</b>	<b>\$ 1,511,200</b>	<b>\$ 1,445,800</b>

### *Police Department - Patrol Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 7,207,658	\$ 7,279,000	\$ 3,454,021	\$ 7,279,000	\$ 7,443,700
Contractual Services	547,562	621,400	361,346	623,000	650,700
Utilities	19,014	20,000	10,445	20,000	20,000
Fixed Charges	98,900	98,900	49,450	98,900	98,900
Materials & Supplies	107,417	71,300	64,778	71,900	71,300
Capital Purchases	8,697	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 7,989,248</b>	<b>\$ 8,090,600</b>	<b>\$ 3,940,040</b>	<b>\$ 8,092,800</b>	<b>\$ 8,284,600</b>





## City of Eau Claire 2010 Adopted Program of Services

### *Police Department - Detective Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,912,437	\$ 1,925,300	\$ 950,316	\$ 1,925,300	\$ 1,997,400
Contractual Services	123,066	144,900	76,613	137,400	152,700
Utilities	7,704	7,300	2,559	7,300	7,300
Fixed Charges	27,139	27,500	13,750	27,500	27,500
Materials & Supplies	50,138	27,900	23,701	34,400	27,900
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 2,120,484</b>	<b>\$ 2,132,900</b>	<b>\$ 1,066,939</b>	<b>\$ 2,131,900</b>	<b>\$ 2,212,800</b>

### *Police Department - Communication Center Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,393,343	\$ 1,574,600	\$ 646,171	\$ 1,574,600	\$ 1,633,100
Contractual Services	96,613	116,200	93,178	116,200	118,400
Utilities	36,613	58,300	29,228	58,300	58,300
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	7,638	8,600	4,507	8,600	8,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,538,907</b>	<b>\$ 1,762,400</b>	<b>\$ 775,434</b>	<b>\$ 1,762,400</b>	<b>\$ 1,823,100</b>



## City of Eau Claire 2010 Adopted Program of Services

### Police Dept: Administration/ Admin Services

#### Activities

- Records
- Property/Evidence
- Court Services
- Crime Analysis
- Training
- Safety Office
- Youth Services
- Hmong/  
Community Liaison
- Community  
Relations

The Administrative Services Division includes the department's Records Division (100,000 separate records maintained annually), the Court Services Officer, and the Property/Evidence Section. The Director of Administration also prepares, manages, and allocates the police department's \$14.9 million budget as well as the many grants that are allocated to the department for projects and/or personnel.

#### Objectives

- Develop staff by providing leadership training and emergency management training.
- Formulate a mission statement and identify core values for the department.
- Upgrade the department's screening process for new hires.
- Increase transparency of the police department with the public.

#### Outputs

- Provided leadership training to all supervisors as well as training on the incident command system.
- A mission and core values were adopted and were 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

	FY2008	FY2009	FY2010
Police Chief	1	1	1
Police Administrative Assistant	1	1	1
<b>Total FTE Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>

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

	FY2008	FY2009	FY2010
Lieutenant	1	1	1
Investigator-Special Services	3	3	2
Investigator-Court Officer	1	1	1
Investigator-Property Officer	1	1	0
Administrative Division Manager	1	1	1
Crime Analyst	1	1	1
Property & Evidence Technician	0	0	1
Training Technician	0	0	1
Records Bureau Technician	1	1	1
Law Enforcement Support Assistant	8	8	8
<b>Total FTE Positions</b>	<b>17</b>	<b>17</b>	<b>17</b>



## City of Eau Claire 2010 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 organized into four teams. Three of the teams staff the primary shifts of midnights, days, and afternoons. The fourth team is the Special Operations Section (SOS). This team 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
- Afternoon Shift
- Special Operations Section  
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. CSOs are part-time employees with limited benefits. The department has a fixed budget for these positions and is authorized to hire up to ten 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 Officer, and verifying computer entries regarding stolen property.
- Community Services Officers (CSO)
- K-9 Officer  
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 team consists of one police officer and one dog that provide service to area agencies upon request. The K-9 unit often works with the Eau Claire County Sheriff's Department, West Central Drug Task Force, probation and parole department, and local school districts. The K-9 team is also involved in community relations by providing presentations and demonstrations to various community groups throughout the year.

#### 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

- Established a new Police Training Officer (PTO) program to emphasize problem-solving techniques to new officers.
- Provided training on problem-oriented policing to all sworn officers.
- Developed and implemented a formal field training program for newly appointed supervisors.
- 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 2008	FY 2009	FY 2010
Deputy Chief	1	1	1
Lieutenant	3	3	3
Sergeant	10	10	10
Hit & Run Investigator	1	1	1
Police Officer	59	58	58
Community Service Officer	0	0	1
<b>Total FTE Positions</b>	<b>74</b>	<b>73</b>	<b>74</b>



## City of Eau Claire 2010 Adopted Program of Services

### Police Dept: Detective

- Activities**
- General Crime
  - Sensitive Crime
  - Financial Crime
  - Police/School Liaison
  - West Central Drug Task Force
  - Polygraph
- 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 both the 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 about 14,000 cases during a year. Of those, over 2,000 are assigned for follow-up.
- The Detective Division is organized by specialties. 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. Four detectives investigate any crimes that are not specialized in one of the other sections. These investigations typically involve homicides, arsons, robberies, sexual assaults, and batteries, among others. 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. They also conduct presentations for students on a variety of topics. The polygraph detective conducts examinations for criminal investigations and pre-employment screening. This officer is also responsible for the majority of the evidence processing and transmittal work to the State Crime Lab. Two drug task force detectives investigate drug manufacturing and trafficking cases in the Chippewa Valley, along with investigators from twelve other agencies assigned to the Task Force.

#### Objectives

- Maximize efforts to reduce drug trafficking/drug abuse.
- Increase the ability of the police department to share information with other police agencies.
- Assign a specialist to maximize our ability to investigate crimes against children on the Internet.

#### Outputs

- Due to the tremendous need to reduce illegal drug abuse, the department has shifted a full-time patrol officer position to the West Central Wisconsin Drug Task Force. There are now 2 police officers from the department assigned to this regional task force.
- The department joined the Wisconsin Justice Information Sharing (WIJIS) project administered by the State Office of Justice Assistance. This program will allow local agencies to electronically share and transfer data throughout the state.
- The department designated a detective to work on Internet crimes against children and joined a Wisconsin task force to identify potential child predators in the Chippewa Valley. Additional training and equipment are being sought to help investigate these sensitive crimes.

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

	FY2008	FY2009	FY2010
Deputy Chief	1	1	1
Lieutenant	1	1	1
Sergeant	2	2	2
Investigator	14	15	15
<b>Total FTE Positions</b>	<b>18</b>	<b>19</b>	<b>19</b>



## City of Eau Claire 2010 Adopted Program of Services

### Police Dept: Communication Center

#### Activities

- Answered approximately 197,050 telephone calls
- Tracked over 116,412 incidents on the computer
- 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, fire fighters, 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 located 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

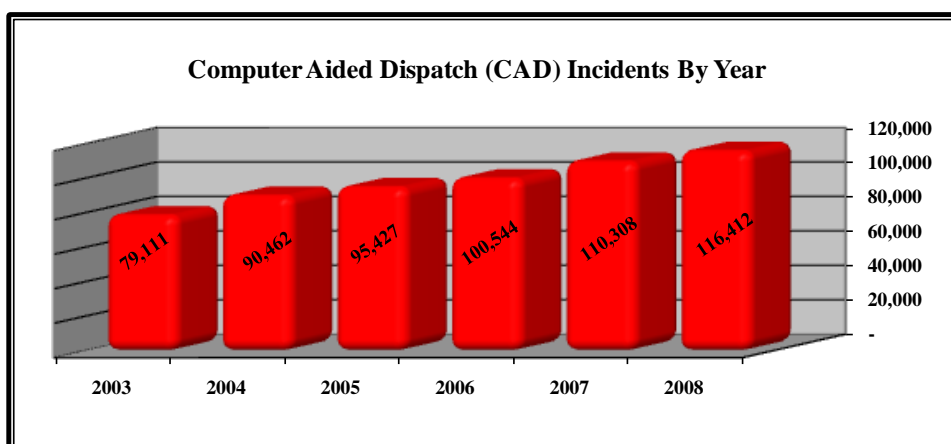
- Increase staffing to keep pace with increased demand for services in Eau Claire County.
- Upgrade the hiring process by adding additional screening requirements.
- Provide ongoing training in the areas of managing stress and customer service.

#### Outputs

- The City of Eau Claire recommended an increase of three telecommunicators. Two were added in 2008 and a third in 2009.
- Telecommunicators must successfully pass a psychological screening process in addition to the normal testing requirements. Dispatching for emergency agencies is a high-stress job that demands recruiting specific personalities to effectively manage this stress.
- Training was provided in the areas of stress management and customer service.

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

	FY 2008	FY 2009	FY 2010
Communication Center Manager	1	1	1
Communication Center Supervisor	3	3	3
Telecommunicator I	17	18	18
<b>Total FTE Positions</b>	<b>21</b>	<b>22</b>	<b>22</b>





## City of Eau Claire 2010 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 full-time 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*

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	% Change
<b>Revenues</b>				
Intragovernmental Service	\$ 12,000	\$ 12,000	\$ 12,000	0%
Intergovernmental:				
State Aid-Fire Ins. Tax	120,172	120,000	120,000	0%
State Aid-Under. Tanks	11,905	11,000	11,000	0%
State Aid-Mun. Services	379,485	374,000	385,000	3%
State Aid-Ambulance Services	88,600	-	-	
Altoona-Fire Inspector	43,200	44,000	44,500	1%
Ambulance Fee	31,250	39,400	40,000	2%
Charges for Services:				
Fees	27,347	22,000	31,000	41%
Ambulance Fees	1,988,784	1,897,500	2,331,000	23%
Haz-Mat B Response	30,400	34,000	30,400	-11%
Gen. Purpose (tax) Rev.	7,284,927	7,242,600	7,306,400	1%
<b>Total Revenues</b>	<b>\$ 10,018,069</b>	<b>\$ 9,796,500</b>	<b>\$ 10,311,300</b>	<b>5%</b>
<b>Expenditures</b>				
Personnel Services	\$ 9,007,928	\$ 8,626,700	\$ 9,058,500	5%
Contractual Services	581,038	705,900	806,000	14%
Utilities	76,420	90,700	82,900	-9%
Fixed Charges	127,900	128,100	128,100	0%
Materials & Supplies	224,783	245,100	224,800	-8%
Capital Purchases	-	-	11,000	
<b>Total Expenditures</b>	<b>\$ 10,018,069</b>	<b>\$ 9,796,500</b>	<b>\$ 10,311,300</b>	<b>5%</b>

Note: Excluding the allocation of retiree health insurance, the increase for this Department is 1.9%.

## City of Eau Claire 2010 Adopted Program of Services

### *Fire & Rescue Department - Administration Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 543,489	\$ 195,200	\$ 105,364	\$ 195,200	\$ 523,600
Contractual Services	99,357	263,100	132,000	263,100	262,100
Utilities	76,420	90,700	31,783	90,700	82,900
Fixed Charges	3,200	3,200	1,600	3,200	3,200
Materials & Supplies	26,092	25,100	7,309	25,100	24,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 748,558</b>	<b>\$ 577,300</b>	<b>\$ 278,056</b>	<b>\$ 577,300</b>	<b>\$ 896,200</b>

### *Fire & Rescue Department - Operations / EMS Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 8,018,569	\$ 7,949,900	\$ 3,558,477	\$ 7,949,900	\$ 8,045,300
Contractual Services	478,338	438,600	240,419	438,600	540,600
Utilities	-	-	1,208	-	-
Fixed Charges	119,100	119,300	59,700	119,300	119,300
Materials & Supplies	193,453	214,400	99,703	215,400	195,400
Capital Purchases	-	-	-	-	11,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 8,809,460</b>	<b>\$ 8,722,200</b>	<b>\$ 3,959,507</b>	<b>\$ 8,723,200</b>	<b>\$ 8,911,600</b>

### *Fire & Rescue Department - Inspections Expenditure Summary*

	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 445,870	\$ 481,600	\$ 209,494	\$ 481,600	\$ 489,600
Contractual Services	3,343	4,200	2,319	4,200	3,300
Fixed Charges	5,600	5,600	2,800	5,600	5,600
Materials & Supplies	5,238	5,600	1,952	5,600	5,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 460,051</b>	<b>\$ 497,000</b>	<b>\$ 216,565</b>	<b>\$ 497,000</b>	<b>\$ 503,500</b>



## City of Eau Claire 2010 Adopted Program of Services

### Fire & Rescue Dept: Administration

The Administrative Division is located on the second floor of Station 2 at 216 S. 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

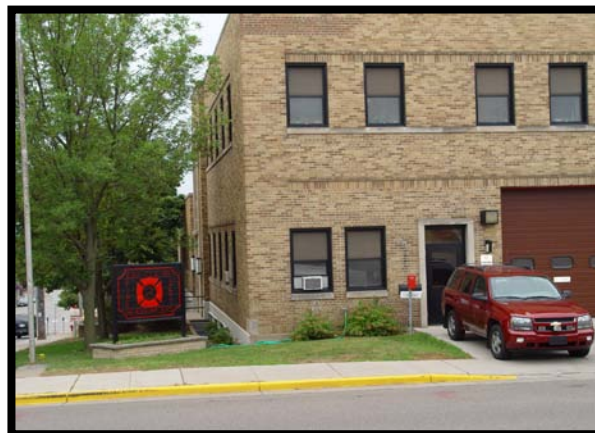
- Advance the process of distance education and deploy into our daily operations.
- Continue the advancement of our regional EMS providers' initiative.
- Implement Select Station Dispatch for the department.
- Increase public presentations on the mission and scope of the department while developing a viable feedback system to evaluate the community's needs.
- Continue the development of the CompStat program for operational analysis.

#### Outputs

- Completed the process to internalize fire and Emergency Medical Services (EMS) training.
- Completed EMS contracts with surrounding communities.
- Took lead role in the advancement of the county EMS Council.
- Established working committees of ambulance providers in regional area.
- Established a medical control physicians group.
- Upgraded vehicle fleet.

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

	FY 2008	FY 2009	FY 2010
Fire Chief	1	1	1
Assistant Fire Chief	1	0	0
Fire Secretary	1	1	1
<b>Total FTE Positions</b>	<b>3</b>	<b>2</b>	<b>2</b>



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





## City of Eau Claire 2010 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. The employees are the department's most valuable assets. Without dedicated and cross-trained staff, 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 our members and those we serve.
- Provide response to hazardous materials incidents.
- Provide special rescue response such as water rescue, confined space, trench rescue, high angle rescue, and vehicle extrication.
- 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 OSHA and NFPA standards.
- Develop Rapid Intervention Teams (RIT) and integrate into fire suppression operations.
- Reduce fire loss in the community through aggressive public education and code enforcement.

#### Outputs

- In 2008, averaged a 4.51-minute response time from time call is dispatched to first unit on-scene in the City of Eau Claire and a 6.54-minute response time for responses outside the city.

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

	FY2008	FY2009	FY2010
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
<b>Total FTE Positions</b>	<b>87</b>	<b>87</b>	<b>87</b>

7,299 Responses in 2008			
6,060	Medical Responses	153	Service Call Responses
157	Fire/Rescue Responses	184	Good Intent Responses
545	Automatic Alarm Responses	8	Special Request Responses
192	Hazardous Condition Responses		



**City of Eau Claire 2010 Adopted Program of Services**



**Fire & Rescue Dept: Emergency Medical Services**

Comprising 83 percent of department responses, emergency medical services remain a strong focus of department resources. The department is staffed with 42 certified paramedics and 50 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**

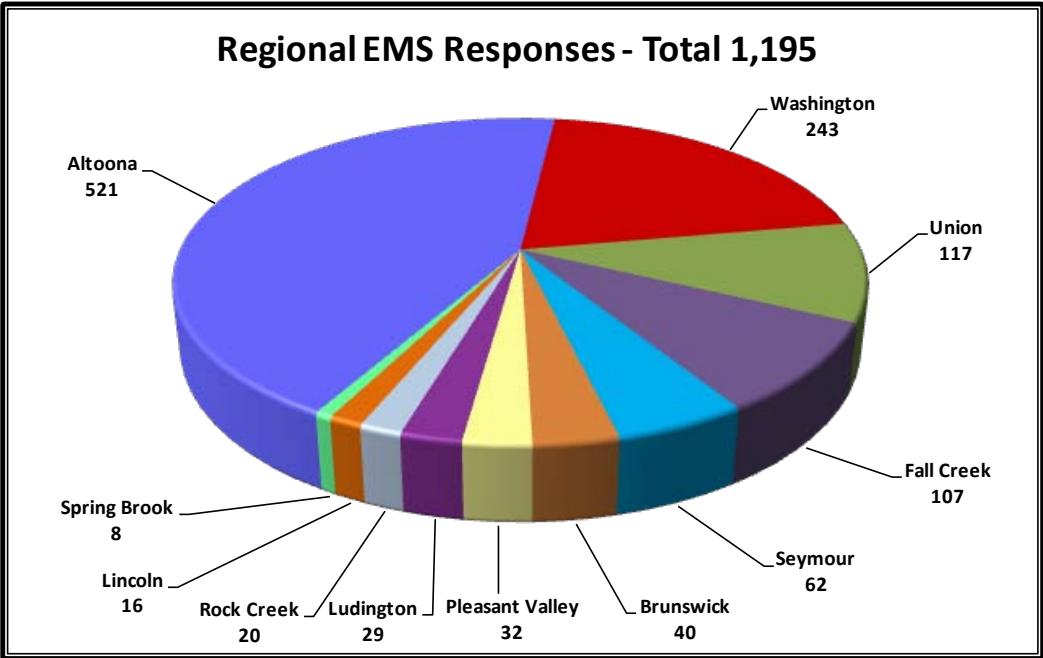
- Develop an elderly fall reduction program.
- Continue with enhancement of First Responder response and training.
- On-scene time of less than 20 minutes on trauma incidents for ambulances.
- Revise internal quality assurance program to that which is company-based.

**Outputs**

- Continued to work with Sacred Heart Hospital and Luther Hospital to enhance the stroke quality assurance program.
- Conducted trauma training for all personnel to reduce the on-scene time of trauma incidents.
- Revised the Emergency Medical Technician Basic (EMT-B) training to computer-based and hands-on training that is offered in-house.

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

Net Ambulance Revenue				
2004	2005	2006	2007	2008
\$ 925,283	\$ 1,038,743	\$ 1,145,908	\$ 1,114,317	\$ 1,309,012





## City of Eau Claire 2010 Adopted Program of Services

### Fire & Rescue Dept: Inspections

The Inspection Division has five full-time staff members, comprised of four officers and one clerical person. One of the positions is a shared position with the Altoona Fire Department. 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. The division chief is charged with the training and special operations functions of the department.

#### Objectives

- Evaluate and find funding to purchase building pre-planning software.
- Provide fire prevention and education, targeting the young and the elderly.
- Reduce the inspection route and place more emphasis on pre-planning of target hazards.
- Implement an “After the Fire” review program.
- Develop a smoke detector assistance program for low-income citizens.

#### Outputs

- Approximately 6,000 inspections completed by the fire inspectors and fire/EMS crews.
- 253 specialty inspections and site permits completed.
- 33 fire investigations conducted.
- 6 unsafe living conditions investigated.
- 7 juveniles referred to the Juvenile Fire Setter Program.
- Fire prevention activities were conducted at 20 schools for all students grades K-4 and at 17 sites for 4-year-old kindergarten.

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

	FY 2008	FY 2009	FY 2010
Deputy Chief	1	1	1
Division Chief of Training & EMS	0	1	1
Fire Inspector I	1	1	1
Fire Inspector II	1	1	1
Clerk III	1	1	1
<b>Total FTE Positions</b>	<b>4</b>	<b>5</b>	<b>5</b>

Dollar Loss From Fire				
2004	2005	2006	2007	2008
\$ 1,779,900	\$ 2,775,848	\$ 1,709,903	\$ 3,716,199	\$ 958,517 *

\*The total equalized value of all property in the City of Eau Claire for 2008 was \$4.056 billion. The total dollar loss from fire in 2008 represents .0235% of the total equalized value.



## City of Eau Claire 2010 Adopted Program of Services

### Non-Departmental

The Non-Departmental division includes several different programs that have citywide 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 assessment for street and utility work abutting City-owned property, payments on the 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, Transit, Cemeteries, and the Parking Utility.
- Support for the 5-year Capital Improvement Plan.

#### Outputs

- A transfer of \$4,961,600 to the Debt Service Fund.
- Operating subsidies and capital transfers as listed below.

CIP Transfers		Subsidies	
Land, Buildings & Equipment	\$ 956,800	Public Transit	\$ 1,118,600
Street Improvements	340,000	Economic Development	100,000
Park Improvements	150,000	Fairfax Municipal Pool	128,500
Bridge Improvements	150,000	Cemeteries	201,600
Parking	-	Parking Utility	24,300
Transit	16,000	<b>Total Subsidies</b>	<b><u><u>\$ 1,573,000</u></u></b>
Fairfax Municipal Pool	45,000		
<b>Total CIP Transfers</b>	<b><u><u>\$ 1,657,800</u></u></b>		



## City of Eau Claire 2010 Adopted Program of Services

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

	2008 Actual	2009 Adopted Budget	2010 Adopted Budget	%
				Change
<b>Revenues</b>				
Licenses & Permits	\$ 776,148	\$ 780,000	\$ 772,000	-1%
Special Assess. Taxes	110,542	110,000	340,000	209%
Miscellaneous Revenue	348,829	472,100	834,600	77%
Gen. Purpose (tax) Rev.	5,346,113	8,785,600	6,853,900	-22%
<b>Total Revenues</b>	<b><u>\$ 6,581,632</u></b>	<b><u>\$ 10,147,700</u></b>	<b><u>\$ 8,800,500</u></b>	<b>-13%</b>
<b>Expenditures</b>				
Personnel Services	\$ 518	\$ 1,245,700	\$ 178,500	-86%
Contractual Services	71,406	128,000	138,000	8%
Fixed Charges	70,560	334,300	242,500	-27%
Contributions & Other Payments	322,459	309,400	325,000	5%
Other Financing Uses	6,116,689	8,130,300	7,916,500	-3%
<b>Total Expenditures</b>	<b><u>\$ 6,581,632</u></b>	<b><u>\$ 10,147,700</u></b>	<b><u>\$ 8,800,500</u></b>	<b>-13%</b>

Note: Excluding the allocation of retiree health insurance, the decrease for this Department is .65%.



City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Special Revenue Funds

<b>Table of Contents</b>	<b>Page #</b>
Economic Development	D-1
Community Enhancement	D-3
Downtown Fund	D-5
Cemetery Maintenance	D-7
Hazardous Materials	D-9
L.E. Phillips Memorial Public Library	D-11
City-County Health Department	D-13
Community Development Block Grant (CDBG)	D-18
Landfill Remediation	D-20







## City of Eau Claire 2010 Adopted Program of Services

### Economic Development

#### Partners

- Gateway Industrial Park Corporation Board
- 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.
- Downtown 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 and grow tax base. The division is responsible for administering City’s business incentive programs, promoting local economy as a desirable location to expanding business, collecting and maintaining statistical information. Most recently, the Economic Development Division has been heavily involved in the redevelopment of the downtown area. The Division serves 65,362 residents, 2,025 businesses, 85 manufacturers, and 560 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, Clearwater Development Fund, Industrial Revenue Bonds).
- 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, workforce data).
- Other Initiatives (community involvement, student talent retention, creative class efforts).

#### Outputs

- Handled over 300 requests for site selection and managed an on-line database of available commercial and industrial properties in the City of Eau Claire.
- Issued one Business Development Loan creating 133 jobs and \$1,500,000 in new building valuation.
- Assured creation of \$10,669,000 in new tax base through business retention and prospect calls.
- Assisted with the Central Storage Warehouse relocation, Great Lakes Education expansion, Idexx expansion; Plank Enterprises relocation, and the Indianhead Food Service Warehouse expansion.
- Created an on-line internship search database as part of an effort to retain young talent.
- Launched a re-branded website with significantly expanded sections for site selectors.
- The Gateway Industrial Corporation purchased a 113-acre parcel, significantly expanding the size of the Gateway Northwest Industrial Park.
- The City’s Plan Commission approved creation of Tax Incremental Finance (TIF) district #9 Gateway Northwest Business Park Overlay.

#### Economic Development Authorized Full-Time

Economic Development Administrator  
Business Assistance Specialist

Total FTE Positions

	FY2008	FY2009	FY2010
Economic Development Administrator	1	1	1
Business Assistance Specialist	1	1	1
<b>Total FTE Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>

#### City Funding for Development Organizations

	2009 Support	2010 Support
Eau Claire Area Economic Development Corporation	\$ 90,000	\$ 90,000
Downtown Eau Claire, Inc.	85,000	80,000
Redevelopment Authority	200,000	200,000
Eau Claire Innovation Center <sup>(A)</sup>	12,100	12,100

<sup>(A)</sup> The City provided \$365,000 of CDBG funds to construct the Innovation Center.



## City of Eau Claire 2010 Adopted Program of Services

### *Economic Development Budget Summary Revenues & Expenditures*

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Miscellaneous	\$ 279,430	\$ 250,400	\$ 117,569	\$ 167,900	\$ 141,600
Non-Operating Revenue	305,602	184,000	164,657	236,200	130,700
Other Financing Sources	201,364	4,400	-	4,400	100,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>786,396</b>	<b>438,800</b>	<b>282,226</b>	<b>408,500</b>	<b>372,300</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	171,347	167,200	75,877	167,200	170,300
Contractual Services	32,189	73,400	13,605	72,700	62,800
Utilities	45,897	40,600	16,181	41,100	41,100
Fixed Charges	1,200	1,500	600	1,500	1,200
Materials & Supplies	2,238	2,500	800	2,600	1,700
Contributions & Other Payments	107,100	102,100	64,600	102,100	102,100
Capital Purchases	6,843	-	-	-	-
Loans	268,000	-	-	50,000	-
Other Financing Uses	285,000	285,000	42,500	285,000	280,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>919,814</b>	<b>672,300</b>	<b>214,163</b>	<b>722,200</b>	<b>659,200</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (133,418)</b>	<b>\$ (233,500)</b>	<b>\$ 68,063</b>	<b>\$ (313,700)</b>	<b>\$ (286,900)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 3,943,198	\$ 2,230,159		\$ 2,414,892	\$ 2,037,051
Changes in Available Fund Balance:					
From Operations	(133,418)	(233,500)		(313,700)	(286,900)
Reserve For:					
EDF Loan - Gateway	(950,000)	-		-	-
RLF Program	(334,888)	-		(64,141)	-
Code Compliance	(100,000)	-		-	-
Façade Loan	(10,000)	-		-	-
<b>Ending Balance</b>	<b>\$ 2,414,892</b>	<b>\$ 1,996,659</b>		<b>\$ 2,037,051</b>	<b>\$ 1,750,151</b>



## City of Eau Claire 2010 Adopted Program of Services

### Community Enhancement

#### Activities

- Room Tax Collection
- Tourism Support

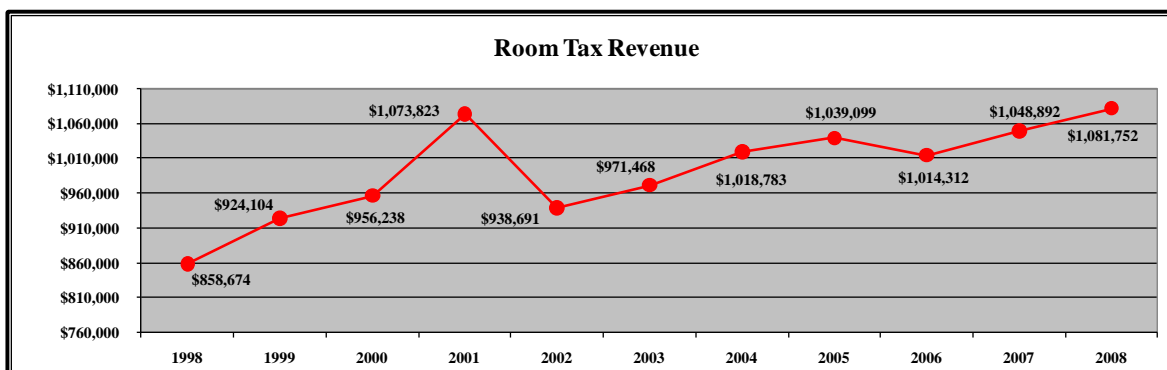
The Community Enhancement Fund was created in 1992 to account for the receipt and use of room tax revenues. Since 1975, the City has levied a room tax on hotels and motels within the city limits under authority of Wisconsin Statute 66.0615. The tax was increased to 8% of gross room rental charges in 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 - \$653,700.
- Support Outside Organizations including:
  - Regional Arts Council \$95,200
  - Chippewa Valley Symphony 2,500
  - Chippewa Valley Theatre Guild 1,500
  - Eau Claire Chamber Orchestra 2,600
  - Community Beautification 2,000
  - Chippewa Valley Museum 58,800
  - Paul Bunyan Camp 31,000
  - Eau Claire Children's Museum 2,400
  - Municipal Band 2,900
- Support Hobbs Municipal Ice Center Operating and Capital Improvement Projects - \$75,000.
- General Fund support for convention and tourism activities - \$100,000.
- Support Parks & Recreation Capital Improvement Projects - \$130,500.



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



## City of Eau Claire 2010 Adopted Program of Services

### Community Enhancement Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 1,081,752	\$ 1,228,600	\$ 400,151	\$ 1,160,000	\$ 1,160,000
Non-Operating Revenue	2,083	-	-	-	-
Other Financing Sources	11,675	-	-	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>1,095,510</b>	<b>1,228,600</b>	<b>400,151</b>	<b>1,160,000</b>	<b>1,160,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	1,695	2,000	1,444	2,000	1,900
Contributions & Other Payments	794,648	897,300	530,425	858,700	852,600
Other Financing Uses	298,600	342,300	-	322,400	305,500
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>1,094,943</b>	<b>1,241,600</b>	<b>531,869</b>	<b>1,183,100</b>	<b>1,160,000</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 567</b>	<b>\$ (13,000)</b>	<b>\$ (131,718)</b>	<b>\$ (23,100)</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 22,555	\$ 13,055		\$ 23,122	\$ 22
Changes in Available Fund Balance:					
From Operations	567	(13,000)		(23,100)	-
<b>Ending Balance</b>	<b>\$ 23,122</b>	<b>\$ 55</b>		<b>\$ 22</b>	<b>\$ 22</b>



## City of Eau Claire 2010 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. 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 twenty-one members. DECI is staffed by 1 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

- Successfully held two major festivals bringing a total of 30,000+ people to the downtown area.
- Assisted in bringing in several new businesses to the downtown area through business recruitment efforts and the annual Jump-Start Downtown business competition.
- Assisted in the redevelopment efforts of the North Barstow and the West Bank/Oxford Avenue areas.
- Successfully implemented a branding campaign that included new downtown banners, updated kiosks, redesigned website, redesigned marketing materials, and weekly email program.
- Successfully branded the new downtown website creating an 88% increase in site traffic during prime downtown activities and events.
- Maintained 100% downtown residential occupancy.

#### Downtown Fund

##### Authorized Full-Time

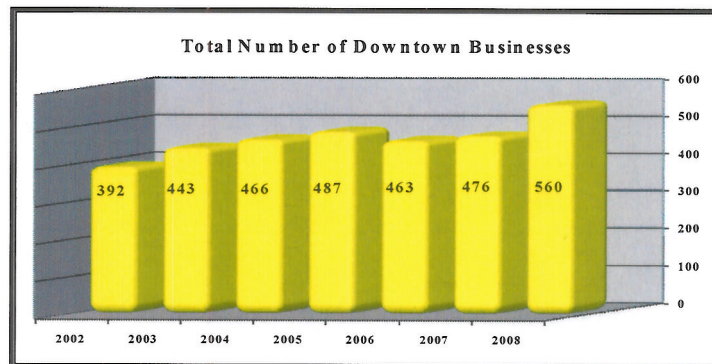
##### Communications & Promotions

Coordinator

Total FTE Positions

	FY 2008	FY 2009	FY 2010
Coordinator	1	1	1
<b>Total FTE Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>

*The number of businesses downtown increased every year for the past 6 years except for 2006. There are currently 560 businesses in the downtown area representing retail, restaurant, service, medical,*





## City of Eau Claire 2010 Adopted Program of Services

### *Downtown Fund Budget Summary Revenues & Expenditures*

<u>Operating Budget</u>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ 11,600
Other Financing Sources	118,000	122,000	61,300	123,200	122,400
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>118,000</b>	<b>122,000</b>	<b>61,300</b>	<b>123,200</b>	<b>134,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	92,835	111,900	50,070	111,900	116,500
Contractual Services	30,502	36,800	9,195	37,500	32,700
Utilities	164	100	35	100	100
Fixed Charges	3,370	3,200	2,725	3,200	3,000
Materials & Supplies	1,916	1,300	959	1,800	1,300
Contributions & Other Payments	-	-	-	11,000	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>128,787</b>	<b>153,300</b>	<b>62,984</b>	<b>165,500</b>	<b>153,600</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (10,787)</b>	<b>\$ (31,300)</b>	<b>\$ (1,684)</b>	<b>\$ (42,300)</b>	<b>\$ (19,600)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 72,763	\$ 36,763		\$ 61,976	\$ 19,676
Changes in Available Fund Balance:					
From Operations	(10,787)	(31,300)		(42,300)	(19,600)
<b>Ending Balance</b>	<b>\$ 61,976</b>	<b>\$ 5,463</b>		<b>\$ 19,676</b>	<b>\$ 76</b>



## City of Eau Claire 2010 Adopted Program of Services

### Cemetery Maintenance

The City operates and maintains two public cemeteries – Forest Hill and Lakeview. Staff sell lots, digs graves and assists funeral directors & families with services in the cemeteries, year round. Lakeview also maintains an historic chapel facility. There is sufficient capacity for an additional 20 years in each cemetery.

#### 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.
- Mow and trim almost 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 – 2008

- Dug 175 graves.
- Opened 11 columbarium sites.
- Reconveyed 11 lots.
- Sold 75 lots.
- Sold 93 marker permits.

#### Cemetery Maintenance Authorized Full-Time

	FY 2008	FY 2009	FY 2010
Assistant Sexton	2	2	2
Total FTE Positions	2	2	2





## City of Eau Claire 2010 Adopted Program of Services

### Cemetery Maintenance Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2008</b>	<b>2009</b>	<b>2009</b>	<b>2009</b>	<b>2010</b>
	<b>Actual</b>	<b>Adopted</b>	<b>6 Month</b>	<b>Projection</b>	<b>Adopted</b>
			<b>Actual</b>		
<b>Revenues &amp; Other Financing Sources:</b>					
Licenses & Permits	\$ 95,632	\$ 104,600	\$ 51,394	\$ 104,600	\$ 104,600
Charges For Services	66,776	77,600	25,850	77,600	77,600
Miscellaneous	25	-	-	-	-
Other Financing Sources	232,432	252,600	-	252,600	201,600
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>394,865</b>	<b>434,800</b>	<b>77,244</b>	<b>434,800</b>	<b>383,800</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	299,559	297,200	140,918	297,200	220,300
Contractual Services	65,487	83,100	46,568	83,100	105,400
Utilities	13,872	26,000	8,829	26,000	21,000
Fixed Charges	6,100	6,700	3,050	6,700	6,700
Materials & Supplies	9,847	21,800	5,170	21,800	30,400
Other Financing Uses	24,000	31,300	-	31,300	33,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>418,865</b>	<b>466,100</b>	<b>204,535</b>	<b>466,100</b>	<b>416,800</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ (24,000)</b>	<b>\$ (31,300)</b>	<b>\$ (127,291)</b>	<b>\$ (31,300)</b>	<b>\$ (33,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 142,442	\$ 118,442		\$ 118,442	\$ 87,142
Changes in Available Fund Balance:					
From Operations	(24,000)	(31,300)		(31,300)	(33,000)
<b>Ending Balance</b>	<b>\$ 118,442</b>	<b>\$ 87,142</b>		<b>\$ 87,142</b>	<b>\$ 54,142</b>





## City of Eau Claire 2010 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 to utilize their services as designated adjuncts of the West Central CATs (Chemical Assessment Team).

#### Objectives

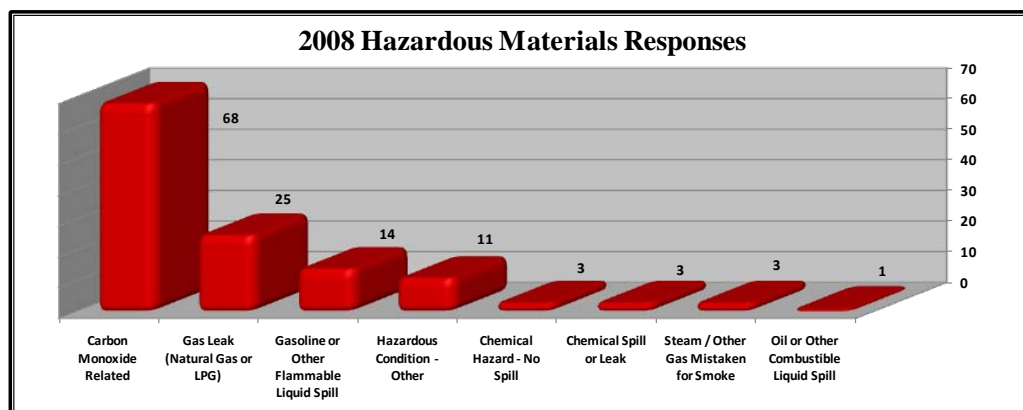
- Respond to hazardous materials incidents within 14-county area to provide mitigation.
- Provide consultation for emergency responders concerning Haz Mat situations they may encounter.
- Provide outreach presentations to law enforcement, emergency medical services, fire departments, and local government personnel throughout response area.
- Conduct training according to National Fire Protection Association (NFPA) standards.
- Participate in annual hazardous materials response drill.

#### Outputs

- Handled three different incidents involving chemicals that are extremely dangerous if dropped or broken, used a theft deterrent system on a safe. The services of a bomb squad were required in two of the cases.
- Responded to an incident in which nitric acid was released at a local manufacturing facility.
- Responded to a chlorine release at a local hotel.
- Provided chemical data and assisted agencies with disposal and reporting information concerning an unknown chemical reaction that resulted in a fire in a garbage truck in Prescott, Wisconsin.
- Provided technical advice to local entities on hazardous materials disposal.
- Performed a demonstration at the American Ice manufacturing facility displaying the chemical research, monitoring, and containment capabilities of the team.
- Gave outreach presentations to 12 entities within the response area.
- Participated in training on decontamination, Level-A suit entry, Weapons of Mass Destruction, chemical resources, chlorine emergencies, detection meters, and computer Haz Mat software.
- Participated in a combined training exercise in Chippewa Falls. The training scenario mimicked a full-scale incident: an abandoned barrel that was leaking inside a building.

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

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





## City of Eau Claire 2010 Adopted Program of Services

### Hazardous Materials Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Intergovernmental	\$ 180,069	\$ 180,100	\$ -	\$ 180,100	\$ 178,200
Charges For Services	-	3,000	-	3,000	3,000
Miscellaneous	6,550	1,000	1,180	1,000	1,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>186,619</b>	<b>184,100</b>	<b>1,180</b>	<b>184,100</b>	<b>182,200</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	59,771	61,700	29,542	61,700	66,300
Contractual Services	14,989	25,500	14,358	25,500	28,600
Utilities	2,692	1,300	822	1,300	1,500
Fixed Charges	12,000	12,200	6,000	12,200	12,200
Materials & Supplies	25,437	32,700	5,877	47,700	55,100
Contributions & Other Payments	79,118	77,500	31,790	77,500	77,500
Capital Purchases	-	47,500	-	32,500	18,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>194,007</b>	<b>258,400</b>	<b>88,389</b>	<b>258,400</b>	<b>259,800</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (7,388)</b>	<b>\$ (74,300)</b>	<b>\$ (87,209)</b>	<b>\$ (74,300)</b>	<b>\$ (77,600)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 219,857	\$ 177,857		\$ 212,469	\$ 138,169
Changes in Available Fund Balance:					
From Operations	(7,388)	(74,300)		(74,300)	(77,600)
<b>Ending Balance</b>	<b>\$ 212,469</b>	<b>\$ 103,557</b>		<b>\$ 138,169</b>	<b>\$ 60,569</b>



## City of Eau Claire 2010 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 through a contractual agreement. It is the largest library in West Central Wisconsin and the resource library for the ten-county Indianhead Federated Library System. The library's policies and operations are overseen by the City of Eau Claire and governed by a ten-member library board that is appointed by the City Council and includes two representatives from Eau Claire County.

#### Objectives

The mission of the library is to be a source of ideas and information provided in a wide variety of formats in order to meet the personal, educational and occupational needs of all its customers and enriching individual lives and contributing to the development and cultural life of the community.



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
- teen area with books, magazines, computers & software
- special programs for kids, teens & adults
- Internet access and Wi-Fi
- word-processing computers & online information resources
- meeting rooms, art exhibits, displays
- answers in person, by phone or e-mail
- information about community agencies & services



#### Outputs – 2008



Circulation and Interlibrary Loan Activity .....	1,371,203
Adjusted daily number of library visits in building.....	1,085
Annual library visits.....	371,063
Number of users of electronic resources .....	137,573
Reference transactions .....	59,742
Library program attendance .....	18,868 children and 3,610 adults
Summer Library Program registration .....	2,165 children and 498 teenagers
Volunteer hours.....	1,941

■ At the end of 2008, the library collection included: 298,458 items

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

	FY 2008	FY 2009	FY 2010
Library Director	1	1	1
Professional 5	1	1	1
Professional 4	1	1	0
Professional 3	1	1	1
Professional 2	6	6	6.8
Professional 1	2	2	1
Library Associate II	5.1	5.05	5.125
Library Associate I	1.25	2.5	3.2
Library Assistant II	4.75	3.75	3.05
Library Assistant I	9.12	9.12	9.12
Desk Clerk	4.7	5.18	5.18
Total FTE Positions	36.92	37.60	36.47



## City of Eau Claire 2010 Adopted Program of Services

*L.E. Phillips Memorial Public Library  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 2,757,900	\$ 2,825,000	\$ 2,825,000	\$ 2,825,000	\$ 2,833,500
Intergovernmental	-	2,500	-	2,500	2,000
Fines & Forfeits	130,962	133,400	61,901	133,400	122,200
Charges For Services	5,558	5,600	2,611	5,600	5,200
Charges For Services - Intragovernmental	663,588	656,300	282,425	656,300	654,400
Other Operating Revenue	210,133	222,800	222,823	222,800	235,400
Miscellaneous	49,983	51,300	34,043	51,300	51,200
Other Financing Sources	-	200	306	200	200
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>3,818,124</b>	<b>3,897,100</b>	<b>3,429,109</b>	<b>3,897,100</b>	<b>3,904,100</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,498,327	2,752,100	1,152,771	2,752,100	2,714,000
Contractual Services	351,245	355,300	152,842	380,300	384,500
Utilities	108,899	113,800	49,243	113,800	111,800
Fixed Charges	59,177	32,000	16,081	32,000	32,000
Materials & Supplies	542,093	546,200	224,538	546,200	561,800
Contributions & Other Payments	10,421	10,400	10,357	10,400	10,400
Capital Outlay	6,020	5,800	6,121	5,800	8,000
Other Financing Uses	55,900	350,000	310,000	350,000	146,100
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>3,632,082</b>	<b>4,165,600</b>	<b>1,921,953</b>	<b>4,190,600</b>	<b>3,968,600</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 186,042</b>	<b>\$ (268,500)</b>	<b>\$ 1,507,156</b>	<b>\$ (293,500)</b>	<b>\$ (64,500)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 559,447	\$ 412,328		\$ 461,841	\$ 168,341
Changes in Available Fund Balance:					
From Operations	186,042	(268,500)		(293,500)	(64,500)
Designated - Library Trust Fund	(79,648)	-		-	-
Designated - Capital Projects	(204,000)	-		-	-
<b>Ending Balance</b>	<b>\$ 461,841</b>	<b>\$ 143,828</b>		<b>\$ 168,341</b>	<b>\$ 103,841</b>



## City of Eau Claire 2010 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

#### **2007-2010 Strategic Goals/Objectives**

- Increase organizational capacity, capability, and effectiveness.
- Create an organizational structure that encourages communication, creativity and shared decision-making.
- Develop the current and future public health workforce.
- Increase awareness of public health and prevention.
- Use data to address public health priorities, drive decision-making, planning, resource procurement and allocation.
- Increase and sustain a resource base to support the department.
- Continue to build capacity to effectively respond to public health emergencies through internal planning and local/regional collaboration.

#### **Outputs**

- Health care cost savings through prevention.
- Access to health/dental care.
- Reduction of tobacco/youth alcohol use.
- 2008 County Health Ranking Report: 5<sup>th</sup> of 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 | - Rodent, Insect, Rabies & Vector Control |
| - Housing Maintenance & Hygiene              | - Childhood Lead Poisoning Prevention     |
| - Drinking Water Protection                  | - Air Pollution                           |
| - Private On-site Waste Water Disposal       | - Radon                                   |



## City of Eau Claire 2010 Adopted Program of Services

### City-County Health Department Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 1,629,665	\$ 1,693,500	\$ 1,699,218	\$ 1,693,500	\$ 1,725,700
Intergovernmental	1,028,324	956,400	363,792	954,100	948,600
Licenses & Permits	320,907	322,700	229,621	322,700	324,200
Charges For Services	145,179	171,200	41,272	167,000	174,200
Charges For Services - Intragovernmental	1,219,383	1,251,200	493,046	1,248,200	1,234,000
Miscellaneous	-	1,000	-	1,000	1,000
Other Financing Sources	62,207	61,800	19,108	61,800	72,300
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>4,405,665</b>	<b>4,457,800</b>	<b>2,846,057</b>	<b>4,448,300</b>	<b>4,480,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	3,726,028	2,995,100	1,698,004	3,885,400	3,060,800
Contractual Services	407,083	242,200	190,581	412,400	246,800
Utilities	16,635	15,600	2,629	20,900	13,000
Fixed Charges	7,929	7,800	8,524	8,300	8,100
Materials & Supplies	261,230	1,340,700	100,592	258,100	1,309,100
Other Financing Uses	-	29,400	-	29,400	29,200
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>4,418,905</b>	<b>4,630,800</b>	<b>2,000,330</b>	<b>4,614,500</b>	<b>4,667,000</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ (13,240)</b>	<b>\$ (173,000)</b>	<b>\$ 845,727</b>	<b>\$ (166,200)</b>	<b>\$ (187,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 659,704	\$ 493,904		\$ 646,464	\$ 480,264
Changes in Available Fund Balance:					
From Operations	(13,240)	(173,000)		(166,200)	(187,000)
<b>Ending Balance</b>	<b>\$ 646,464</b>	<b>\$ 320,904</b>		<b>\$ 480,264</b>	<b>\$ 293,264</b>



## City of Eau Claire 2010 Adopted Program of Services

### City-County Health Dept: Administration

<p><b>Activities</b></p> <ul style="list-style-type: none"> <li>- Personnel Recruitment, Evaluation &amp; Training</li> <li>- Accounts Receivable/Payable</li> <li>- Payroll</li> <li>- Purchasing</li> <li>- Public Health Administration</li> <li>- Employee Fringe Benefit Management</li> <li>- Information Systems Support</li> <li>- Website Development &amp; Maintenance</li> <li>- Facilities Management</li> <li>- Program Clerical Support</li> <li>- Equipment Management</li> <li>- Community Health Education</li> </ul>	<p>The administration component of the department provides support to other divisions and functions of the department.</p> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>▪ Provide agency level supervision, direction and evaluation of public health staff and programs.</li> <li>▪ Development of new public health programs to meet community needs.</li> <li>▪ Assure a community health assessment and improvement planning process.</li> <li>▪ Develop and execute the department's budget using guidelines of the city, county and Board of Health.</li> <li>▪ Manage the department's strategic planning process.</li> <li>▪ Effectively manage the human and fiscal resources of the department.</li> <li>▪ Build the capacity to effectively respond to public health emergencies through internal planning and local/regional collaboration.</li> <li>▪ Assure enforcement of public health laws/regulations.</li> <li>▪ Sustain funding for Tobacco/Youth Alcohol Prevention.</li> </ul> <p><b>Outputs</b></p> <ul style="list-style-type: none"> <li>▪ Provide cost effective public health administrative support at \$2,893 per staff member.</li> <li>▪ Successful BadgerCare Plus outreach and application assistance grant applicant (\$20,000).</li> <li>▪ Recognized in 2007 by the American Medical Association (AMA) as a model community for work with emergency response partners.</li> <li>▪ Local emergency preparedness committee recognized in 2008 by Wisconsin Public Health Association with Special Achievement in Public Health Partners Award for its collaborative work.</li> <li>▪ Continuation of health assessment and improvement planning process in 2009, communicating with 300 community members.</li> <li>▪ Collaborated with Eau Claire Area School District to successfully apply for and receive a \$75,000 grant to fund school nursing services in the districts, initiating a blended direct service and PHN consultative nursing model.</li> <li>▪ Assured an effective, community wide response to the H1N1 novel influenza virus in Apr/May 2009.</li> <li>▪ Initiated health assessment and improvement planning process in 2008, communicating with 300 community members.</li> <li>▪ Enforcement of the City of Eau Claire's Smoke-Free Ordinance helped Wisconsin legislature pass statewide smoke free bill in 2009.</li> <li>▪ Secured grants for over \$224,000 for tobacco/youth alcohol prevention programs in 2008.</li> <li>▪ Award winning nationally recognized professional staff sharing effective public health strategies and interventions.</li> </ul>
--	--

**Health Dept - Administration  
Authorized Full-Time**

	FY 2008	FY 2009	FY 2010
Health Department Director	1	1	1
Administrative Services Manager	1	1	1
Front/Medical Office Associate	3.4	3.4	3.4
PC Applications Specialist	0.6	0.6	0.6
Community Health Educator/Supervisor	1	1	1
Total FTE Positions	7	7	7



## City of Eau Claire 2010 Adopted Program of Services

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

#### Activities

- Immunization & Sexually Transmitted Infection Clinics
- HIV/AIDS Testing & Counseling
- Tuberculin Skin Testing
- Communicable Disease treatment, prevention & control
- Prenatal Care Coordination
- Birth to Three Assessment/Service Coordination
- Children with Special Health Care Needs Services
- School-Based Health & Oral Health Care Services
- Family Planning & Adult Health Clinics
- Supplemental Nutrition for Women Infants & Children
- WI Well Woman health screenings for low-income
- Health Benefits Counseling/Advocacy
- BadgerCare Plus Outreach/Application Assistance
- 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 or restore health and prevent disease or injury are directed toward current and emerging community needs, vulnerable population groups, and families/individuals referred by physicians or other sources for health education and services.

#### Objectives

- Prevent/control communicable disease transmission.
- Improve infant/mother health outcomes by 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 needs.
- Maintain 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

- 633 communicable disease investigations.
- 2,828 immunizations to protect against 15 diseases and 2,372 flu vaccinations administered.
- 193 consults for children with developmental delays.
- 491 Prenatal Care Coordination assessments, 798 pregnancy and nutrition education sessions and 3,875 WIC participants served.
- 1,785 referrals from physicians/community organizations.
- 3,741 family health visits; teaching/case management.
- 398 Adult Health clinic visits; 4 referrals for care.
- 5,787 school health screenings; 159 referred for care.
- 946 patients received reproductive health and family planning services; 150 Early Pregnancy Identification.
- 537 childhood blood lead tests provided.
- 158 cancer screenings for women of low-income.

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

	FY 2008	FY 2009	FY 2010
Director of Nursing	1	1	1
Supervisor of Nursing	1	1.6	1.6
Public Health Nurse	11.57	10.97	10.97
Health Benefits Specialist	0.1	0.1	0.1
Public Health Aide	0.45	0.45	0.45
Bilingual Health Aide	0.7	0.7	0.7
Bilingual Interpreters	0.05	0.05	0.05
Public Health Nutritionist	0.4	0.4	0.4
<b>Total FTE Positions</b>	<b>15.27</b>	<b>15.27</b>	<b>15.27</b>





## City of Eau Claire 2010 Adopted Program of Services

### City-County Health Dept: Environmental Health

<u>Activities</u>	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.
<ul style="list-style-type: none"> <li>- Communicable Disease Investigation &amp; Prevention</li> <li>- Food Protection</li> <li>- Drinking Water Protection</li> <li>- Rodent, Insect, Rabies &amp; Vector Control</li> <li>- Housing &amp; Property Maintenance &amp; Hygiene</li> <li>- Private Onsite Wastewater Disposal</li> <li>- Environmental Sanitation</li> <li>- Human Health Hazard</li> <li>- Solid Waste</li> <li>- Emergency Preparedness</li> <li>- Childhood Lead Poisoning Prevention</li> <li>- Air Pollution Control</li> <li>- Radiation Protection</li> </ul>	<p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>▪ Assure protection from the spread of communicable diseases through food, water, and rodents/insects.</li> <li>▪ Assure that the public is provided safe and adequate housing for the protection of health.</li> <li>▪ Assure the public is provided a safe water supply protected from organic and inorganic chemical contamination.</li> <li>▪ Assure the proper treatment and disposal of wastewater to prevent human health hazards, water pollution, drinking water contamination and the spread of communicable diseases.</li> <li>▪ 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.</li> <li>▪ Assure proper storage, collection, transportation and disposal of solid waste.</li> <li>▪ Protection from radiation and radioactive materials, devices, and products.</li> <li>▪ Assure that children live in lead-safe environments.</li> <li>▪ To reduce the exposure to air contaminants.</li> </ul> <p><b>Outputs</b></p> <ul style="list-style-type: none"> <li>▪ 26 confirmed communicable disease investigations.</li> <li>▪ 2,151 food product/ingredient samples, 1,321 food service inspections (all types), 333 re-inspections.</li> <li>▪ 26 food-borne illness complaint investigations.</li> <li>▪ 19,000 microbiological and chemical laboratory sample analyses.</li> <li>▪ 245 animal bite investigations/consultations.</li> <li>▪ 656 housing inspections and 1,680 re-inspections.</li> <li>▪ 48 inspections with Co. Human Services, 1 Interagency Dangerous Living Conditions investigation.</li> <li>▪ 1,145 recreational water samples (pools and beaches)</li> <li>▪ 100% licensed facility (e.g. restraints, campgrounds, etc) inspection rate.</li> <li>▪ All schools inspected twice during the school year.</li> <li>▪ 485 complaint investigations on potential human health hazards.</li> <li>▪ 281 solid waste investigations and 69 garbage truck inspections.</li> <li>▪ 57 lead samples and 10 home lead investigations.</li> <li>▪ 77 air program inspections with 2 businesses Co<sub>2</sub> investigations, 59 air samples.</li> <li>▪ 120 City of Eau Claire Smoking ordinance consultations, 27 inspections/investigations, 3 citations.</li> </ul>

**Health Dept - Environmental Health  
Authorized Full-Time**

	FY 2008	FY 2009	FY 2010
Director of Environmental Health	1	1	1
Environmental Health Specialist	6.5	6.5	6.5
Laboratory Chemist	1	1	1
Microbiology Coordinator	1	1	1
Laboratory Technician II	0.8	0.8	0.8
Environmental Health Technician	1	1	1
Environmental Health Aide	0.23	0.23	0.23
Total FTE Positions	11.53	11.53	11.53



## City of Eau Claire 2010 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

- Acquire & rehabilitate one single family home for the home ownership program.
- Provide housing rehabilitation loans to 15 homeowners.
- Lead remediation assistance to 15 homeowners.
- Provide planning and management funding for four neighborhood associations.

#### Outputs

- Provided rehabilitation loans to 17 homeowners.
- Acquired and rehabilitated one single-family home for the home ownership program.
- Provided lead remediation and weatherization grants to 12 homeowners.
- Provided funding for alley improvements within the city limits in Low to Moderate Income areas.

CDBG Authorized Full-Time	FY 2008	FY 2009	FY 2010
Housing Division Administrator	0.28	0.28	0.28
Housing Rehabilitation Specialist	1	1	1
Accounting Assistant	0.03	0.03	0.03
Office Associate	0.15	0.15	0.15
Program Specialist	1.55	1.55	1.55
Rental Specialist	0.05	0.05	0.05
Total FTE Positions	3.06	3.06	3.06



*2044 12<sup>th</sup> Street – Before Rehabilitation*



*2044 12<sup>th</sup> Street – After Rehabilitation*



## City of Eau Claire 2010 Adopted Program of Services

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

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Intergovernmental	\$ 629,460	\$ 632,500	\$ 328,616	\$ 632,500	\$ 632,500
Program Income	289,023	250,000	125,724	250,000	250,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>\$ 918,483</b>	<b>\$ 882,500</b>	<b>\$ 454,340</b>	<b>\$ 882,500</b>	<b>\$ 882,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	147,244	141,000	59,044	141,000	129,500
Contractual Services	123,840	174,700	22,261	174,700	179,000
Utilities	447	600	-	600	1,300
Fixed Charges	6,330	-	2,869	-	6,100
Materials & Supplies	13,631	6,000	5,482	6,000	12,800
Contributions & Other Payments	154,245	145,300	54,630	145,300	133,400
Capital Purchases	183,044	115,700	110,409	115,700	74,000
Other Financing Uses	400,729	299,200	141,707	299,200	346,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>1,029,510</b>	<b>882,500</b>	<b>396,402</b>	<b>882,500</b>	<b>882,500</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (111,027)</b>	<b>\$ -</b>	<b>\$ 57,938</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ -	\$ -		\$ -	\$ -
Changes in Available Fund Balance:					
From Operations	(111,027)	-		-	-
To/From Deferred Revenue	111,027	-		-	-
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>



## City of Eau Claire 2010 Adopted Program of Services

---

### Landfill Remediation

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 owned and operated a landfill 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 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.

#### Objectives

- Continued compliance with regulatory requirements and reporting to 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 2010 Adopted Program of Services

### *Landfill Remediation Budget Summary Revenues & Expenditures*

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 79,641	\$ 150,000	\$ 31,373	\$ 150,000	\$ 150,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>79,641</b>	<b>150,000</b>	<b>31,373</b>	<b>150,000</b>	<b>150,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Materials & Supplies	79,641	150,000	31,373	150,000	150,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>79,641</b>	<b>150,000</b>	<b>31,373</b>	<b>150,000</b>	<b>150,000</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ -	\$ -		\$ -	\$ -
Changes in Available Fund Balance:					
From Operations	-	-		-	-
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>



City of Eau Claire, Wisconsin

# 2010 Adopted Program

## Of Services

November 5, 2009



## Debt Service Funds

### Table of Contents

### Page #

---

Debt Service Fund

E-1

---



## City of Eau Claire 2010 Adopted Program of Services

---

### 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 63% 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 & are backed by the full faith & credit of the City.
  - Number of debt issues: 20
  - Total outstanding debt as of 12/31/2009: \$72,569,688
- 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 & credit of the City if incremental taxes are inadequate to meet payments.
  - Number of debt issues: 10
  - Total outstanding debt as of 12/31/2009: \$15,525,000
- Revenue Bonds are issued by the Water Utility for capital construction projects & are backed by user fees generated from operations in the enterprise.
  - Number of debt issues: 4
  - Total outstanding debt as of 12/31/2009: \$10,070,000

#### 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 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.





## City of Eau Claire 2010 Adopted Program of Services

### Debt Service Fund Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 2,140,597	\$ 1,704,600	\$ 1,564,551	\$ 1,802,900	\$ 1,483,600
Intergovernmental	9,077	13,500	12,500	62,200	16,300
Charges For Services	48,500	47,000	-	47,000	40,700
Miscellaneous	539,649	408,700	325,689	339,400	323,100
Other Financing Sources	20,545,266	4,407,200	-	4,407,200	5,040,900
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>23,283,089</b>	<b>6,581,000</b>	<b>1,902,740</b>	<b>6,658,700</b>	<b>6,904,600</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	9,519,372	19,200	3,111	68,200	22,500
Principal-G.O. Bonds	10,767,000	2,570,000	2,570,000	2,570,000	3,135,400
Principal-S/A Bonds	1,640,000	1,600,000	1,600,000	1,600,000	1,350,000
Principal-Notes Payable	37,140	38,700	38,634	38,700	-
Interest-G.O. Bonds	1,412,898	1,950,700	1,083,779	1,950,700	2,351,700
Interest-S/A Bonds	352,095	329,800	188,309	329,800	256,200
Interest-Notes Payable	3,039	1,600	1,545	1,600	-
Arbitrage Rebate	13,666	75,000	-	75,000	100,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>23,745,210</b>	<b>6,585,000</b>	<b>5,485,378</b>	<b>6,634,000</b>	<b>7,215,800</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (462,121)</b>	<b>\$ (4,000)</b>	<b>\$ (3,582,638)</b>	<b>\$ 24,700</b>	<b>\$ (311,200)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 9,503,745	\$ 9,002,245		\$ 8,734,737	\$ 8,842,470
Changes in Available Fund Balance:					
From Operations	(462,121)	(4,000)		24,700	(311,200)
Close Out TIF #4	(306,887)	-		-	-
TIF #7 Transfer to Debt Service Fund	-	-		83,033	-
<b>Ending Balance</b>	<b>\$ 8,734,737</b>	<b>\$ 8,998,245</b>		<b>\$ 8,842,470</b>	<b>\$ 8,531,270</b>

City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Enterprise Funds

<b>Table of Contents</b>	<b>Page #</b>
Water Utility	F-1
Sewer Utility	F-3
Storm Water Management	F-5
Parking Utility	F-7
Public Transit	F-9
Hobbs Municipal Ice Center	F-11
Fairfax Municipal Pool	F-13



## City of Eau Claire 2010 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 & federal standards.
- Provide municipal water with a return on investment (ROI) in accordance with the Public Service Commission (PSC) guidelines.
- Operate & maintain the pumping equipment & pipe system to assure a continuous flow of potable water into the distribution system at a consistent pressure.
- Maintain an efficient water transmission & distribution system to insure a continuous supply of water to industrial, commercial, public, & residential customers along with fire protection.

#### Outputs

- Supply municipal water that has no violations as noted on the annual Consumer Confidence Report (CCR).
- Produce & supply water to the customer at a cost of less than \$0.01 per gallon.
- Operate the water supply system in compliance with the Wisconsin Department of Natural Resources (WDNR) regulation.

#### Water Utility

##### Authorized Full-Time

	FY2008	FY2009	FY2010
Utilities Administrator	1	1	1
Utilities Superintendent	0	0	1
Water System Superintendent	1	1	0
Utilities Supervisor	1	1	1
Water Plant Supervisor	1	1	1
Clerk II	1	1	1
Operator II	1	1	1
Serviceworker II	2	2	2
Operator I	8	8	8
Serviceworker I	13	13	13
<b>Total FTE Positions</b>	<b>29</b>	<b>29</b>	<b>29</b>





## City of Eau Claire 2010 Adopted Program of Services

### Water Utility Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Licenses & Permits	\$ -	\$ 2,000	\$ 1,865	\$ 2,000	\$ 2,000
Fines & Forfeits	-	-	20	-	-
Charges For Services	7,472,655	7,904,000	3,378,262	7,904,000	8,198,000
Other Operating Revenue	275,851	227,000	48,483	227,000	236,000
Miscellaneous	310,847	275,000	45,316	119,400	119,400
Non-Operating Revenue	1,035,762	99,000	3,894	186,000	113,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>9,095,115</b>	<b>8,507,000</b>	<b>3,477,840</b>	<b>8,438,400</b>	<b>8,668,400</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,114,394	2,233,400	997,103	2,233,400	2,267,600
Contractual Services	534,102	322,500	149,998	323,500	322,300
Utilities	512,725	556,000	181,220	556,000	590,800
Fixed Charges	1,583,458	1,806,200	892,302	1,806,100	1,815,200
Materials & Supplies	426,142	437,900	128,523	437,000	467,900
Non Operating Proprietary	697,389	714,900	326,278	711,000	679,500
Other Financing Uses	-	-	-	-	30,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>5,868,210</b>	<b>6,070,900</b>	<b>2,675,424</b>	<b>6,067,000</b>	<b>6,173,300</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 3,226,905</b>	<b>\$ 2,436,100</b>	<b>\$ 802,416</b>	<b>\$ 2,371,400</b>	<b>\$ 2,495,100</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 5,690,795	\$ 1,369,048		\$ 3,476,468	\$ 4,244,468
Changes in Available Fund Balance:					
From Operations	3,226,905	2,436,100		2,371,400	2,495,100
From Bond Issue	-	2,000,000		3,825,000	-
Changes in Balance Sheet Accounts	(1,078,427)	(271,675)		-	-
Non-Cash Revenues	(977,974)	-		-	-
Principal Payment - Debt	(1,098,931)	(1,188,400)		(3,128,400)	(1,009,700)
Transfer (to) from CIP Reserves	(2,285,900)	(2,300,000)		(2,300,000)	(2,125,000)
<b>Ending Balance</b>	<b>\$ 3,476,468</b>	<b>\$ 2,045,073</b>		<b>\$ 4,244,468</b>	<b>\$ 3,604,868</b>



## City of Eau Claire 2010 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 (WPDES) 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 (CMAR). – 4.0 in 2009.
- 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 \$0.01 per gallon.

#### Sewer Utility

##### Authorized Full-Time

	FY 2008	FY 2009	FY 2010
Utilities Chemist	1	1	1
Wastewater Collection Superintendent	1	1	0
Wastewater Plant Supervisor	1	1	1
Utilities Supervisor	0	0	1
Utilities Engineer	1	1	1
Assistant Chemist	1	1	1
Clerk II	0.5	0.5	0.5
Operator II	2	2	2
Serviceworker II	1	1	1
Laboratory Technician	1	1	1
Operator I	10	10	10
Serviceworker	7	7	7
Total FTE Positions	26.5	26.5	26.5



## City of Eau Claire 2010 Adopted Program of Services

### Sewer Utility Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2008</b>	<b>2009</b>	<b>2009</b>	<b>2009</b>	<b>2010</b>
	<b>Actual</b>	<b>Adopted</b>	<b>6 Month</b>	<b>Projection</b>	<b>Adopted</b>
			<b>Actual</b>		
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services - Intragovernmental	\$ -	\$ -	\$ 12	\$ -	\$ -
Charges For Services	6,433,401	6,824,000	3,055,316	6,824,000	7,052,000
Charges For Services - Intragovernmental	-	-	660	-	-
Other Operating Revenue	80,595	87,500	18,502	87,500	87,500
Miscellaneous	355,119	255,000	81,525	94,300	124,300
Non-Operating Revenue	753,061	127,000	-	94,000	83,200
Other Financing Sources	-	-	165	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>7,622,176</b>	<b>7,293,500</b>	<b>3,156,180</b>	<b>7,099,800</b>	<b>7,347,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,142,161	2,484,100	933,252	2,484,100	2,468,500
Contractual Services	799,426	731,900	259,065	731,600	731,700
Utilities	499,560	553,800	193,580	553,800	579,600
Fixed Charges	483,000	498,100	246,594	498,100	476,600
Materials & Supplies	470,888	670,700	272,729	671,000	717,700
Non Operating Proprietary	137,402	56,400	28,169	56,400	53,300
Other Financing Uses	197,598	50,000	-	50,000	173,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>4,730,035</b>	<b>5,045,000</b>	<b>1,933,389</b>	<b>5,045,000</b>	<b>5,201,000</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 2,892,141</b>	<b>\$ 2,248,500</b>	<b>\$ 1,222,791</b>	<b>\$ 2,054,800</b>	<b>\$ 2,146,000</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 6,293,668	\$ 4,804,819		\$ 5,434,412	\$ 4,246,312
Changes in Available Fund Balance:					
From Operations	2,892,141	2,248,500		2,054,800	2,146,000
Changes in Balance Sheet Accounts	36,632	-		-	-
Changes in Restricted Cash	-	520,151		-	-
Non-Cash Rev & Exp (Net)	(627,617)	-		-	-
Principal Payment - Debt	(544,912)	(42,900)		(42,900)	(46,000)
Transfer (to) from CIP Reserves	(2,615,500)	(3,200,000)		(3,200,000)	(2,075,000)
<b>Ending Balance</b>	<b>\$ 5,434,412</b>	<b>\$ 4,330,570</b>		<b>\$ 4,246,312</b>	<b>\$ 4,271,312</b>



**City of Eau Claire 2010 Adopted Program of Services**

**Storm Water Utility**

The Storm Water Utility fund provides for the operation, maintenance and improvement to the storm water drainage system.

**Objectives**

- Compliance with the Wisconsin Pollution Discharge Elimination System (WPDES) NR 216 water discharge permit.
- Acquisition 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 adequate maintenance of the City storm water system at an average cost of \$5.00 or less per month per resident. (\$4.32 in 2009)

**Storm Water Utility  
Authorized Full-Time**

	FY 2008	FY 2009	FY 2010
Project Engineer	1	1	0
Engineering Technician I	1	1	1
Total FTE Positions	2	2	1





## City of Eau Claire 2010 Adopted Program of Services

### Storm Water Utility Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 2,920,768	\$ 3,154,000	\$ 1,579,616	\$ 3,154,000	\$ 3,432,000
Other Operating Revenue	24,031	22,500	5,778	22,500	23,000
Miscellaneous	75,060	45,000	14,840	25,000	53,400
Non-Operating Revenue	267,010	-	-	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>3,286,869</b>	<b>3,221,500</b>	<b>1,600,234</b>	<b>3,201,500</b>	<b>3,508,400</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	333,816	454,500	130,338	454,500	428,800
Contractual Services	244,021	233,500	57,097	233,500	233,500
Utilities	65,122	67,400	459	67,400	67,400
Fixed Charges	337,342	346,600	172,406	346,600	330,400
Materials & Supplies	19,435	24,300	5,120	24,300	24,300
Non Operating Proprietary	668,673	686,900	319,540	686,900	755,900
Other Financing Uses	700,200	773,100	-	773,100	746,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>2,368,609</b>	<b>2,586,300</b>	<b>684,960</b>	<b>2,586,300</b>	<b>2,586,900</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 918,260</b>	<b>\$ 635,200</b>	<b>\$ 915,274</b>	<b>\$ 615,200</b>	<b>\$ 921,500</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 1,632,599	\$ 193,699		\$ 1,498,795	\$ 1,313,995
Changes in Available Fund Balance:					
From Operations	918,260	635,200		615,200	921,500
Change in Balance Sheet Accounts	(78,533)	-		-	-
Non-Cash Expenses (Revenues)	(263,531)	-		-	-
Principal Payment - Debt	(710,000)	(800,000)		(800,000)	(885,000)
<b>Ending Balance</b>	<b>\$ 1,498,795</b>	<b>\$ 28,899</b>		<b>\$ 1,313,995</b>	<b>\$ 1,350,495</b>





**City of Eau Claire 2010 Adopted Program of Services**

**Parking Utility**

The Parking Utility provides for the operation and maintenance of the Downtown Parking ramps, city-owned surface 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.

<b>Parking Utility Authorized Full-Time</b>	<b>FY 2008</b>	<b>FY 2009</b>	<b>FY 2010</b>
Parking Attendants	0	0	0
Skilled Worker I	1	1	1
<b>Total FTE Positions</b>	1	1	1





## City of Eau Claire 2010 Adopted Program of Services

### Parking Utility Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 240,605	\$ 217,300	\$ 116,413	\$ 217,300	\$ 221,400
Other Financing Sources	17,255	3,300	-	3,300	24,300
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>257,860</b>	<b>220,600</b>	<b>116,413</b>	<b>220,600</b>	<b>245,700</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	138,229	68,600	47,903	68,600	59,700
Contractual Services	48,187	51,500	24,373	51,500	51,200
Utilities	52,808	51,300	22,400	51,300	51,900
Fixed Charges	31,140	48,900	1,851	48,900	75,600
Materials & Supplies	4,497	7,300	1,205	7,300	7,300
Non Operating Proprietary	8,000	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>282,861</b>	<b>227,600</b>	<b>97,732</b>	<b>227,600</b>	<b>245,700</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (25,001)</b>	<b>\$ (7,000)</b>	<b>\$ 18,681</b>	<b>\$ (7,000)</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 7,689	\$ 7,689		\$ 688	\$ 688
Changes in Available Fund Balance:					
From Operations	(25,001)	(7,000)		(7,000)	-
Transfer from Capital Project	10,000	-		-	-
Implementation Reserves	-	-		7,000	-
Loss on Disposal of Fixed Assets	8,000	-		-	-
<b>Ending Balance</b>	<b>\$ 688</b>	<b>\$ 689</b>		<b>\$ 688</b>	<b>\$ 688</b>



# City of Eau Claire 2010 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.

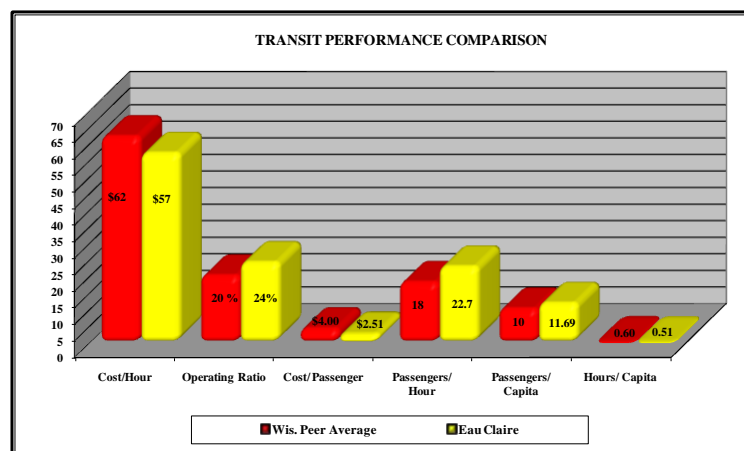
### Objectives

- 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 (FTA) and Wisconsin Department of Transportation (Wis/DOT) regulations to assure 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. (1,090,203 in 2008)
- Meet or exceed the average of six performance indicators for mid-size bus operations in Wisconsin.

Public Transit Authorized Full-Time	FY 2008	FY 2009	FY 2010
Transit Manager	1	1	1
Working Shop Supervisor	1	1	1
Driver Supervisor	2	2	2
Clerk III	1	1	1
Account Clerk I	1	1	1
Bus Mechanic I, II, III	2	2	2
Bus Operator	24	24	24
Combination Serviceworker	2.5	2.5	2.5
Part-Time Operator	3	3	3
<b>Total FTE Positions</b>	<b>37.5</b>	<b>37.5</b>	<b>37.5</b>





## City of Eau Claire 2010 Adopted Program of Services

### Public Transit Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Fines & Forfeits	\$ 240	\$ -	\$ 270	\$ -	\$ -
Charges For Services	840,635	856,800	473,698	856,500	959,300
Miscellaneous	42,374	40,000	17,444	40,300	35,300
Non-Operating Revenue	2,948,598	3,304,600	546,737	3,304,600	3,343,400
Other Financing Sources	868,462	1,231,400	-	1,231,400	1,118,600
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>4,700,309</b>	<b>5,432,800</b>	<b>1,038,149</b>	<b>5,432,800</b>	<b>5,456,600</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,419,188	2,620,700	1,115,212	2,620,700	2,669,800
Contractual Services	1,469,908	1,753,600	681,928	1,755,600	1,690,800
Utilities	7,892	9,000	3,399	9,000	9,000
Fixed Charges	151,068	164,300	74,625	164,300	173,600
Materials & Supplies	608,369	841,300	221,577	839,300	856,600
Non Operating Proprietary	9,300	7,700	4,045	7,700	19,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>4,665,725</b>	<b>5,396,600</b>	<b>2,100,786</b>	<b>5,396,600</b>	<b>5,418,800</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 34,584</b>	<b>\$ 36,200</b>	<b>\$ (1,062,637)</b>	<b>\$ 36,200</b>	<b>\$ 37,800</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 29,197	\$ 29,197		\$ 29,197	\$ 29,197
Changes in Available Fund Balance:					
From Operations	34,584	36,200		36,200	37,800
Principal Payment - Notes Payable	(34,584)	(36,200)		(36,200)	(37,800)
<b>Ending Balance</b>	<b>\$ 29,197</b>	<b>\$ 29,197</b>		<b>\$ 29,197</b>	<b>\$ 29,197</b>



## City of Eau Claire 2010 Adopted Program of Services

### Hobbs Municipal Ice Center

Hobbs includes two National Hockey League sized, indoor artificial ice sheets, one 75% NHL outdoor, natural ice sheet, locker rooms, concession stand and storage for user groups. Main tenants include the University of Wisconsin Eau Claire renting 465 hours of ice time, Memorial High School and North High School renting a total of 398 hours, Youth Hockey renting 549 hours, and the Eau Claire Figure Skating Club renting a total of 940 hours. Over 3,500 hours of ice time are rented on the two sheets each year, with over 250,000 patrons/spectators passing through the doors annually. The facility is currently undergoing a \$5,600,000 major renovation which will include the construction of a third covered sheet of ice, Parks & Recreation Administrative offices, UWEC locker and shower rooms, coaches' offices, and training room.

#### 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 & spectator seating opportunities.

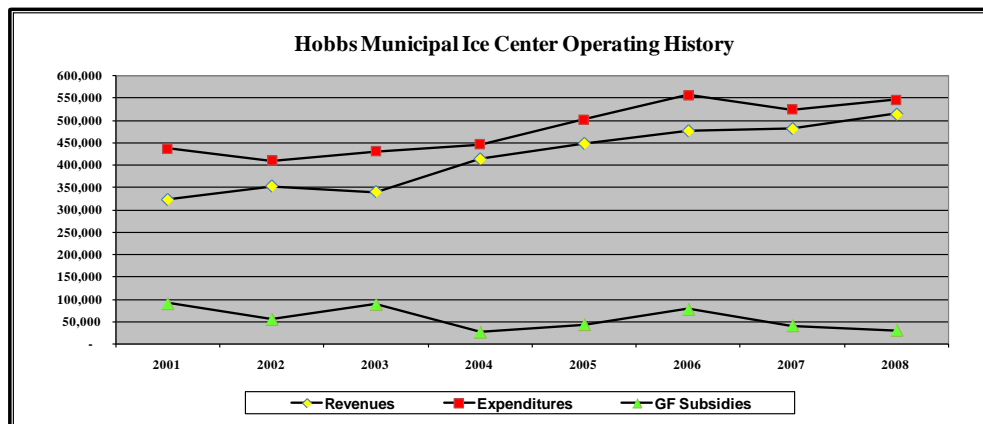
#### Outputs

- Provide ice time for games and practices.
- Implement use agreements and financial billing/collection systems.
- Facility renovation to meet City and State building codes as well as the needs of the stakeholders.
- Construction of a third covered sheet of ice, 80% NHL size to offset the high demand for ice time.
- Increased hourly ice rental rates to minimize the financial subsidy by community taxpayers.

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

	FY 2008	FY 2009	FY 2010
Program Supervisor	1	1	1
Clerk II	0.5	0.5	0
Skilled Worker I	2	2	2
Total FTE Positions	3.5	3.5	3.0

Open Skate Attendance					
	2009	2008	2007	2006	2005
Total Paid Attendance	4,641	4,641	5,182	5,444	3,417





## City of Eau Claire 2010 Adopted Program of Services

### Hobbs Municipal Ice Center Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Fines & Forfeits	\$ 30	\$ -	\$ -	\$ -	\$ -
Charges For Services	503,710	546,800	234,675	546,800	771,300
Miscellaneous	7,207	20,200	85,361	20,200	122,300
Other Financing Sources	31,448	233,100	-	281,100	40,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>542,395</b>	<b>800,100</b>	<b>320,036</b>	<b>848,100</b>	<b>933,600</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	262,298	323,700	133,030	323,700	308,200
Contractual Services	50,649	49,200	17,448	49,200	52,000
Utilities	187,039	203,100	69,028	203,100	242,900
Fixed Charges	7,356	9,700	4,250	22,700	9,700
Materials & Supplies	38,553	49,400	17,904	49,400	50,400
Capital Purchases	-	-	-	-	-
Non Operating Proprietary	-	165,000	9,339	165,000	149,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>545,895</b>	<b>800,100</b>	<b>250,999</b>	<b>813,100</b>	<b>812,800</b>
Excess (Deficiency) of Funding Sources Over Uses	<b>\$ (3,500)</b>	<b>\$ -</b>	<b>\$ 69,037</b>	<b>\$ 35,000</b>	<b>\$ 120,800</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ -	\$ -		\$ -	\$ 35,000
Changes in Available Fund Balance:					
From Operations	(3,500)	-		35,000	120,800
Transfer from Capital Project	3,500			-	-
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 35,000</b>	<b>\$ 155,800</b>



## City of Eau Claire 2010 Adopted Program of Services

### Fairfax Municipal Pool

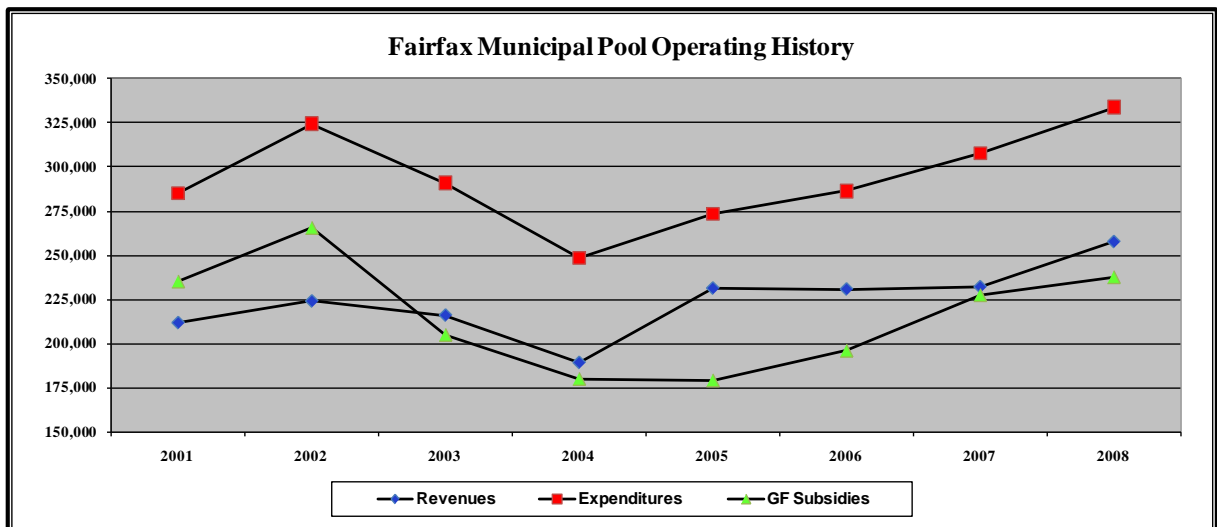
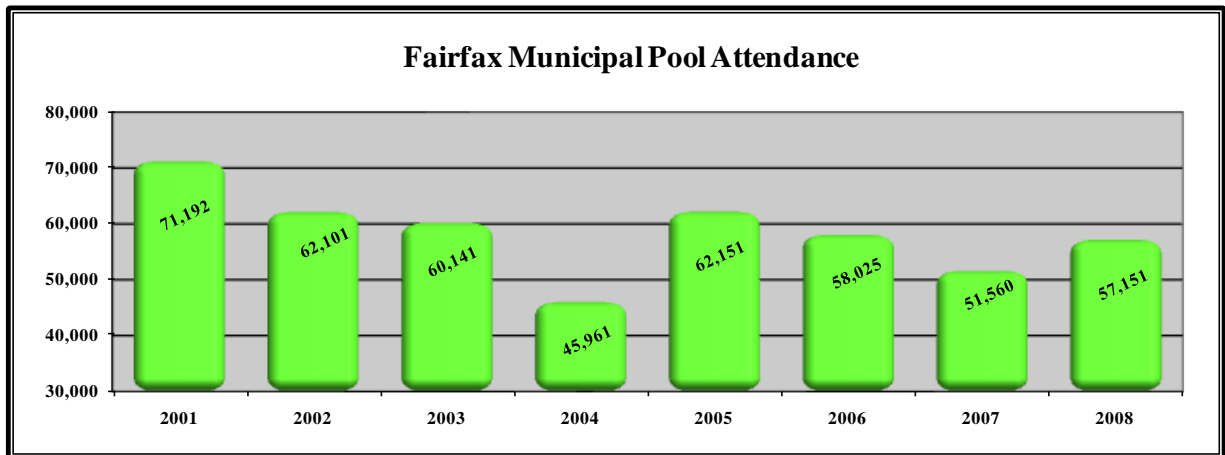
Fairfax Pool includes a 450,000-gallon main pool and a 150,000-gallon diving well, which were constructed in 1991. Features include bathhouse, concessions stand, diving boards, raindrop, water slide, playground equipment, picnic pavilion, shaded deck area, zero depth area and a 50-meter, eight lane competitive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

#### Objectives

- Provide clean, safe, 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.





## City of Eau Claire 2010 Adopted Program of Services

### Fairfax Municipal Pool Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Fines & Forfeits	\$ 210	\$ -	\$ -	\$ -	\$ -
Charges For Services	231,846	220,400	111,110	220,400	224,400
Miscellaneous	5,265	4,500	4,805	4,500	5,000
Other Financing Sources	237,952	280,600	-	280,600	128,500
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>475,273</b>	<b>505,500</b>	<b>115,915</b>	<b>505,500</b>	<b>357,900</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	188,202	214,000	50,252	214,000	217,200
Contractual Services	43,658	24,600	9,318	24,600	25,500
Utilities	55,597	59,900	5,172	59,900	59,200
Fixed Charges	4,460	5,900	3,701	6,300	6,500
Materials & Supplies	48,881	48,500	20,045	48,100	49,500
Non Operating Proprietary	8,875	3,000	1,256	3,000	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>349,673</b>	<b>355,900</b>	<b>89,744</b>	<b>355,900</b>	<b>357,900</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 125,600</b>	<b>\$ 149,600</b>	<b>\$ 26,171</b>	<b>\$ 149,600</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 2,688	\$ 2,688		\$ 2,688	\$ 2,688
Changes in Available Fund Balance:					
From Operations	125,600	149,600		149,600	-
Transfer From Capital Projects	22,800	-		-	-
Principal Payment-Debt	(150,000)	(150,000)		(150,000)	-
Amortized Debt Discount	1,600	400		400	-
<b>Ending Balance</b>	<b>\$ 2,688</b>	<b>\$ 2,688</b>		<b>\$ 2,688</b>	<b>\$ 2,688</b>



City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Internal Service Funds

**Page #**

---

Risk Management	G-1
Central Equipment	G-3

---





**City of Eau Claire 2010 Adopted Program of Services**

**Risk Management**

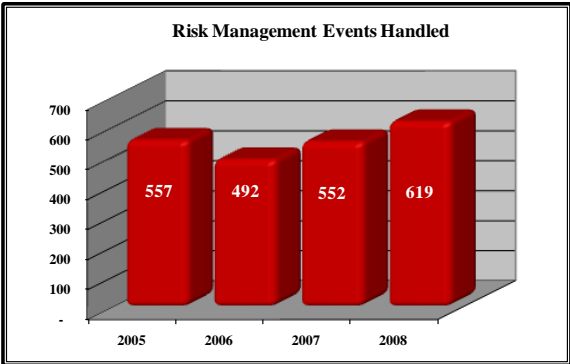
The Risk Management Fund was formed in 1988 to stabilize the City’s insurance and risk management related costs. Premiums previously paid to insurance companies were placed in the fund. Coverage for catastrophic losses was purchased through “pooled” insurance companies formed with other Wisconsin municipalities 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 21 years. The City’s 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**

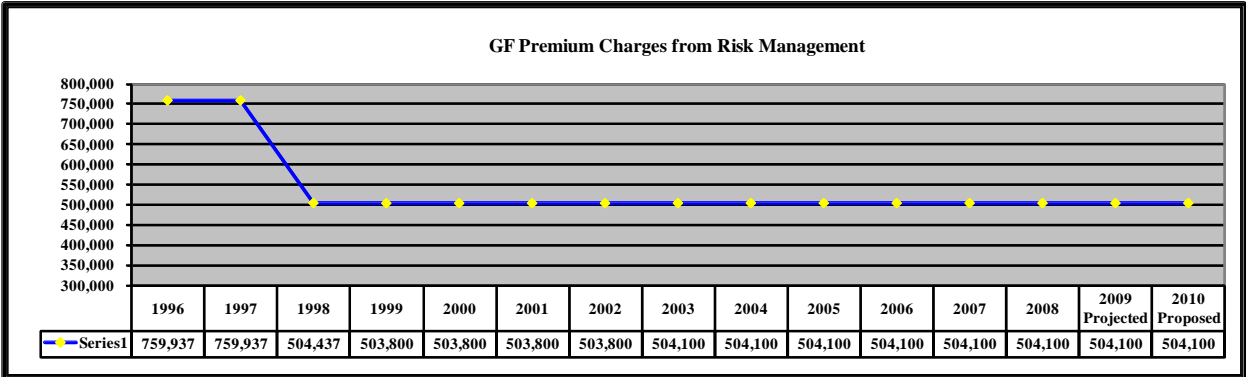
- Risk Management Events handled. (Shown on graph)
- Stable charges to other funds and departments.



**Risk Management  
Authorized Full-Time**

	FY 2008	FY 2009	FY 2010
--	---------	---------	---------

Risk Manager	1	1	1
Total FTE Positions	1	1	1





## City of Eau Claire 2010 Adopted Program of Services

### Risk Management Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services - Intragovernmental	\$ 2,181,637	\$ 1,750,900	\$ 866,987	\$ 1,750,900	\$ 1,645,500
Other Operating Revenue	61,376	70,000	136,196	70,000	70,000
Miscellaneous	372,632	342,300	64,993	342,300	185,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>2,615,645</b>	<b>2,163,200</b>	<b>1,068,176</b>	<b>2,163,200</b>	<b>1,900,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	137,960	134,300	70,212	134,300	155,600
Contractual Services	8,084	60,100	5,849	60,100	60,100
Utilities	504	400	118	400	400
Fixed Charges	1,709,045	2,107,800	805,275	2,107,800	1,999,200
Materials & Supplies	2,492	5,900	1,108	5,900	5,900
Other Financing Uses	295,000	612,000	-	612,000	95,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>2,153,085</b>	<b>2,920,500</b>	<b>882,562</b>	<b>2,920,500</b>	<b>2,316,200</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 462,560</b>	<b>\$ (757,300)</b>	<b>\$ 185,614</b>	<b>\$ (757,300)</b>	<b>\$ (415,700)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 710,440	\$ 757,300		\$ 1,173,000	\$ 415,700
Changes in Available Fund Balance:					
From Operations	462,560	(757,300)		(757,300)	(415,700)
<b>Ending Balance</b>	<b>\$ 1,173,000</b>	<b>\$ -</b>		<b>\$ 415,700</b>	<b>\$ -</b>



## City of Eau Claire 2010 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 125,075 square feet of building at an operating cost of less than \$5.00 per square foot.
- 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 2008	FY 2009	FY 2010
Equipment Maintenance Superintendent	1	0	0
Service Technician	0	1	1
Mechanic I, III	5	5	5
Stores Clerk	1	1	1
<b>Total FTE Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>



## City of Eau Claire 2010 Adopted Program of Services

### Central Equipment Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services - Intragovernmental	\$ 2,639,322	\$ 3,249,100	\$ 1,566,944	\$ 3,249,100	\$ 3,411,700
Miscellaneous	210,080	225,900	112,140	225,900	217,700
Other Financing Sources	17,231	2,000	2,632	2,000	2,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>2,866,633</b>	<b>3,477,000</b>	<b>1,681,716</b>	<b>3,477,000</b>	<b>3,631,400</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	650,339	734,200	333,702	736,900	742,500
Contractual Services	338,648	366,500	159,387	387,800	364,500
Utilities	164,950	231,600	72,686	228,900	234,900
Fixed Charges	112,906	160,800	71,380	160,800	160,800
Materials & Supplies	1,161,679	1,407,300	360,778	1,386,000	1,315,000
Non Operating Proprietary	69,973	-	25,327	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>2,498,495</b>	<b>2,900,400</b>	<b>1,023,260</b>	<b>2,900,400</b>	<b>2,817,700</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 368,138</b>	<b>\$ 576,600</b>	<b>\$ 658,456</b>	<b>\$ 576,600</b>	<b>\$ 813,700</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 4,621,272	\$ 3,002,472		\$ 3,421,351	\$ 2,617,151
Changes in Available Fund Balance:					
From Operations	368,138	576,600		576,600	813,700
Transfer to Capital Projects	(1,679,194)	(1,380,800)		(1,380,800)	(1,261,400)
Loss on Disposal of Fixed Assets	111,135	-		-	-
<b>Ending Balance</b>	<b>\$ 3,421,351</b>	<b>\$ 2,198,272</b>		<b>\$ 2,617,151</b>	<b>\$ 2,169,451</b>

City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Component Units

<b>Table of Contents</b>	<b>Page #</b>
Redevelopment Authority	H-1
Downtown 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 2010 Adopted Program of Services

### Redevelopment Authority (RDA)

#### Redevelopment Areas

- West Bank Redevelopment Area
- North Barstow Redevelopment Area
- Lake Shore School Redevelopment Area
- SOO Line Depot Redevelopment Area
- West Madison Street Redevelopment Area

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

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

#### Objectives

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

#### Outputs – West Bank Redevelopment Area

- New redevelopment district created in 2008.
- 25 properties (3 residential).
- The City of Eau Claire has purchased the Minnesota Wire and Cable property for \$390,000.
- Currently in negotiations to purchase other properties.
- Potential for a mixed-use development or a large public multi-use facility.

#### Outputs – North Barstow Redevelopment Area

- Created in 1995 (still active).
- Began with 18 residential (3 of which were multi-dwelling) properties and 24 commercial and industrial properties. The expanded site includes 23 additional residential properties and 43 commercial and industrial sites.
- \$12 million Royal Credit Union Corporate Headquarters.
- \$10 million Phoenix Parkside LLC mixed-use development (including Luther Midelfort Pharmacy).
- In 2009, Phoenix Parkside LLC completed a mixed-use building with 33 apartments adjacent to the Farmers’ Market Pavilion.
- The \$500,000 Olsen Livery building was remodeled to house “The Livery a.k.a. Cowtown Saloon”.
- The former Craig Chemical building now houses an upscale women’s clothing boutique.
- The North Barstow Redevelopment Area includes Downtown TIF District #8.



*Olsen Livery Corner  
Downtown Eau Claire*



## City of Eau Claire 2010 Adopted Program of Services

*Redevelopment Authority  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Miscellaneous	\$ 8,000	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	6,837	13,800	1,689	13,800	13,900
Utilities	123	500	67	500	500
Fixed Charges	780	500	-	500	800
Materials & Supplies	97	100	59	100	100
Contributions & Other Payments	127,640	-	-	-	-
Non Operating Proprietary	6,006	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>141,483</b>	<b>14,900</b>	<b>1,815</b>	<b>14,900</b>	<b>15,300</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (133,483)</b>	<b>\$ (14,900)</b>	<b>\$ (1,815)</b>	<b>\$ (14,900)</b>	<b>\$ (15,300)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 123,930	\$ 92,030		\$ 156,520	\$ 62,620
Changes in Available Fund Balance:					
From Operations	(133,483)	(14,900)		(14,900)	(15,300)
Developer Receivables	53,994	-		-	-
Non-Cash Loss on Land Sale	6,006	-		-	-
Transfer to Capital Projects	106,073	(25,000)		(79,000)	-
<b>Ending Balance</b>	<b>\$ 156,520</b>	<b>\$ 52,130</b>		<b>\$ 62,620</b>	<b>\$ 47,320</b>



## City of Eau Claire 2010 Adopted Program of Services

# Downtown Business Improvement District

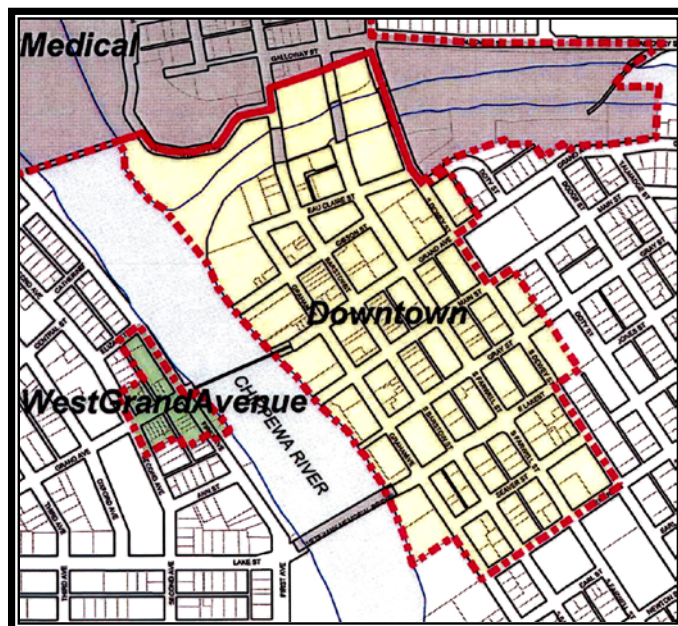
The Downtown Business Improvement District was created in 1984 to allow business and property owners to develop, manage, and promote downtown Eau Claire and to establish an assessment method to fund these activities. The district has been in existence for 25 years. A 15-member board guides the district.

### 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 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 to downtown events, such as Summerfest and International Fall Festival.
- First month "Rental Assistance Program" for new businesses.

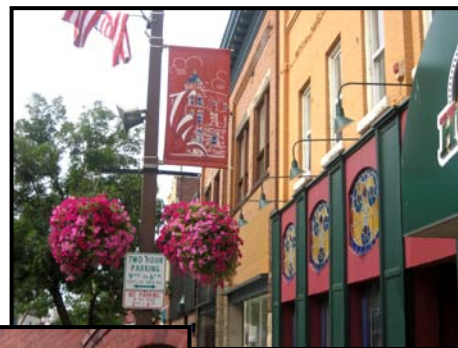




## City of Eau Claire 2010 Adopted Program of Services

### Downtown BID #1 Budget Summary Revenues & Expenditures

Operating Budget	2008 Actual	2009 Adopted	2009 6 Month Actual	2009 Projection	2010 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000	\$ 80,000
Miscellaneous	3,220	1,000	980	1,000	1,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>84,220</b>	<b>82,000</b>	<b>81,980</b>	<b>82,000</b>	<b>81,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	11,223	19,000	5,255	19,000	15,500
Utilities	13,429	17,000	3,667	17,000	17,000
Materials & Supplies	14,718	19,000	13,474	19,000	19,000
Contributions & Other Payments	700	1,500	500	1,500	1,500
Other Financing Uses	26,000	28,500	14,250	28,500	31,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>66,070</b>	<b>85,000</b>	<b>37,146</b>	<b>85,000</b>	<b>84,000</b>
<b>Excess (Deficiency) of Funding Sources over Uses</b>	<b>\$ 18,150</b>	<b>\$ (3,000)</b>	<b>\$ 44,834</b>	<b>\$ (3,000)</b>	<b>\$ (3,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 48,875	\$ 46,875		\$ 67,025	\$ 64,025
Changes in Available Fund Balance:					
From Operations	18,150	(3,000)		(3,000)	(3,000)
<b>Ending Balance</b>	<b>\$ 67,025</b>	<b>\$ 43,875</b>		<b>\$ 64,025</b>	<b>\$ 61,025</b>





## City of Eau Claire 2010 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, and 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 2010 Adopted Program of Services

*West Grand BID #2  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 11,500
Miscellaneous	530	200	160	200	200
Non-Operating Revenue	1,111	900	-	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>14,641</b>	<b>14,100</b>	<b>13,160</b>	<b>13,200</b>	<b>11,700</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	10,455	13,200	439	12,500	10,300
Other Financing Uses	-	-	300	1,200	1,200
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>10,455</b>	<b>13,200</b>	<b>739</b>	<b>13,700</b>	<b>11,500</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 4,186</b>	<b>\$ 900</b>	<b>\$ 12,421</b>	<b>\$ (500)</b>	<b>\$ 200</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 8,218	\$ 9,417		\$ 12,404	\$ 11,904
Changes in Available Fund Balance:					
From Operations	4,186	900		(500)	200
<b>Ending Balance</b>	<b>\$ 12,404</b>	<b>\$ 10,317</b>		<b>\$ 11,904</b>	<b>\$ 12,104</b>



## City of Eau Claire 2010 Adopted Program of Services

---

### 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 districts 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 2010 Adopted Program of Services

### Water Street BID #3 Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
Miscellaneous	5,390	-	660	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>14,890</b>	<b>9,500</b>	<b>10,160</b>	<b>9,500</b>	<b>9,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	10,972	10,900	1,200	10,900	15,900
Materials & Supplies	315	1,100	243	1,100	900
Other Financing Uses	2,000	2,500	1,250	2,500	2,700
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>13,287</b>	<b>14,500</b>	<b>2,693</b>	<b>14,500</b>	<b>19,500</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>					
	<b>\$ 1,603</b>	<b>\$ (5,000)</b>	<b>\$ 7,467</b>	<b>\$ (5,000)</b>	<b>\$ (10,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 43,403	\$ 44,204		\$ 45,006	\$ 40,006
Changes in Available Fund Balance:					
From Operations	1,603	(5,000)		(5,000)	(10,000)
<b>Ending Balance</b>	<b>\$ 45,006</b>	<b>\$ 39,204</b>		<b>\$ 40,006</b>	<b>\$ 30,006</b>





## City of Eau Claire 2010 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 Luther Hospital Complex. An 11-member board guides the district.

#### Objectives

- Encourage property owners to make improvement 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 & facilities in 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 & flowers in the district.
- Promote a 0% interest loan program for façade improvements within the district program.





## City of Eau Claire 2010 Adopted Program of Services

*North Barstow/Medical BID #4  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2008 Actual</b>	<b>2009 Adopted</b>	<b>2009 6 Month Actual</b>	<b>2009 Projection</b>	<b>2010 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 44,000
Miscellaneous	4,230	-	1,220	-	1,500
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>52,230</b>	<b>48,000</b>	<b>49,220</b>	<b>48,000</b>	<b>45,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	100	5,100	339	5,100	20,100
Fixed Charges	-	300	-	300	400
Materials & Supplies	-	36,600	250	36,600	26,000
Other Financing Uses	5,000	6,000	3,000	6,000	57,500
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>5,100</b>	<b>48,000</b>	<b>3,589</b>	<b>48,000</b>	<b>104,000</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 47,130</b>	<b>\$ -</b>	<b>\$ 45,631</b>	<b>\$ -</b>	<b>\$ (58,500)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 91,029	\$ 93,129		\$ 138,159	\$ 138,159
Changes in Available Fund Balance:					
From Operations	47,130	-		-	(58,500)
<b>Ending Balance</b>	<b>\$ 138,159</b>	<b>\$ 93,129</b>		<b>\$ 138,159</b>	<b>\$ 79,659</b>

City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Policies

### Table of Contents

### Page #

---

Budget & Financial Management Policies

I-1

---





# City of Eau Claire

## Budget & Financial Management Policies

### FINANCIAL POLICIES

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

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

### OPERATING BUDGET POLICIES

The City will prepare an annual budget for all operating funds.

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

The City will integrate performance measurements and performance objectives 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 Director of Finance. 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                 | Parking Utility                      |
| Economic Development         | Public Transit                       |
| Community Enhancement        | Hobbs Municipal Ice Center           |
| Downtown Fund                | Fairfax Municipal Pool               |
| Cemetery Maintenance         | Risk Management                      |
| Hazardous Materials Response | Central Equipment                    |
| Public Library               | Landfill Remediation                 |
| City-County Health           | Redevelopment Authority              |
| Debt Service Funds           | Downtown Business District           |
| Water Utility                | W. Grand Business District           |
| Sewer Utility                | Water St. Business District          |
| Storm Water Management       | N. Barstow/Medical Business District |

### *Non-Lapsing Appropriations*

- Community Development Block Grant
  - Capital Project Funds
- (Non-lapsing budgets are reviewed annually.)*

# City of Eau Claire 2010 Adopted Program of Services

---

## **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 utility 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
- Grant Funds
- Special Assessments
- Developer Contributions

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

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

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

Water, Sewer, and Storm Water Management Funds will be self-supporting through user fees.

# City of Eau Claire 2010 Adopted Program of Services

---

## REVENUE POLICIES (Continued)

- 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 Sanitary Sewer Utility and the Storm Water Management Fund 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 2010.

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 of \$3.7 million 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 decrease 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. An amount in excess of the original cost depreciation will be reserved annually to reflect replacement value. Separate cash reserves will also be maintained for replacement of the Fire Department trucks and for replacement of major buildings.

All general obligation debts will be paid through a general debt service fund and TIF debt service funds. Operating budgets will be prepared to meet the annual principal, interest, and service charge costs for each fund. Net debt service requirements (debt service expenditures less debt service revenue) will be funded through the General Fund. Special assessments collected from properties benefited by construction funded with bonded debt will be restricted to principal and interest payments on that 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 2010 Adopted Program of Services

---

## 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 and by the State Guarantee Fund up to \$500,000. Amounts over \$500,000 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 ten-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 2010 Adopted Program of Services

---

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

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

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

The assessment for whiteway lighting construction is based on construction cost. Non-residential properties pay 2/3's of cost and the City pays the remaining 1/3.

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

Diseased Elm 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 2010 Adopted Program of Services

---

## **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. The

# City of Eau Claire 2010 Adopted Program of Services

---

## PENSION FUNDING AND REPORTING POLICIES (Continued)

City pays a negotiated amount of the employees' contributions after a six-month probationary period. The rates of employer and employee contributions are set annually by WRS based on actuarial evaluations. The 2010 rate requirements for the Wisconsin Retirement System employees are as follows:

	<u>General</u>	<u>Police</u>	<u>Fire</u>
Employee Contribution	6.2%	5.5%	3.9%
City Contribution	<u>4.8%</u>	<u>14.0%</u>	<u>16.7%</u>
Total	<u>11.0%</u>	<u>19.5%</u>	<u>20.6%</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, 2008, was approximately \$390,262, all of which relates to prior service. The estimated remaining period of amortization is 16 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 2010 the costs are estimated at \$1,531,400. The City has completed a study to determine its actuarial liability for future health care benefits as required by GASB Statement 45. As of January 1, 2009, its Unfunded Actuarial Liability (UAL) is \$42,084,000 and its Annual Required Contribution (ARC) is \$4,010,000.

## 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, 2008 is shown on the following table:

Unused vacation pay	\$2,451,207
Compensatory time	<u>102,960</u>
Total compensated absences	<u>\$2,554,167</u>

The estimated current portion of these costs has been included in the 2010 adopted budget.

# **City of Eau Claire 2010 Adopted Program of Services**

---

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

Monthly financial reports will be submitted to the City Council.

An annual budget for all operating funds will be prepared.

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

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

The City will produce a Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Principles as outlined by the Governmental Accounting Standards Board.

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

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

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

## **RISK MANAGEMENT POLICY**

The City of Eau Claire is one of 17 municipalities 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 claim (or \$400,000 aggregate per year) up to \$5 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

# 2010 Adopted Program Of Services

November 5, 2009



## Budget Summaries

<b>Table of Contents</b>	<b>Page #</b>
Gross Tax Levy for Each Taxing Entity	J-1
Tax Rates per \$1,000 Assessed Value	J-2
Assessed Value Compared to Equalized Value	J-4
Position Control Summary	J-5
Payroll Costs by Fund	J-7
General Obligation Debt Limitation	J-9
Debt Summary	J-10
Principal & Interest Requirements to Maturity	J-13
Adopted Budget Motions & Ordinances	J-18

# 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 January 31 or in two installments. The first half is due on or before January 31, and the second half is due on or before July 31. The following tables include:

- Gross Tax Levy for Each Taxing Entity in the City of Eau Claire (2006-2010)
- Tax Rate per \$1,000 of Assessed Value for each school 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

Gross Tax Levy	2006	2007	2008	2009	2010
City of Eau Claire	\$ 22,057,600	\$ 22,734,300	\$ 24,380,000	\$ 26,300,700	\$ 27,815,400
Public Library	2,658,300	2,711,500	2,757,900	2,825,000	2,833,500
City-County Health	1,536,700	1,556,900	1,608,600	1,656,500	1,670,500
Eau Claire School District	36,385,126	35,847,291	36,934,222	37,511,309	40,408,362
Chippewa School District	30,669	31,314	30,390	32,676	30,710
Altoona School District	137,256	140,138	141,914	120,775	126,427
Vocational District	5,951,013	6,113,286	6,386,878	6,638,734	7,065,498
Eau Claire County	10,947,267	11,394,476	13,596,372	13,824,281	14,330,198
State Forestry Tax - Eau Claire County	674,291	667,321	670,401	694,761	704,164
Chippewa County State Forestry Tax - Chippewa County	463,785	450,840	474,220	465,297	497,644
	27,454	26,631	27,122	27,327	28,279
TIF District #5	449,029	449,840	448,634	488,053	518,868
TIF District #6	199,712	204,104	219,665	236,175	248,081
TIF District #7	84,451	117,870	124,745	131,980	144,263
TIF District #8	274,622	338,272	357,832	394,738	498,863
TIF District #9	-	-	-	-	49,579
<b>Gross Tax Levy</b>	<b>\$ 81,877,275</b>	<b>\$ 82,784,083</b>	<b>\$ 88,158,895</b>	<b>\$ 91,348,306</b>	<b>\$ 96,970,336</b>
Less - State Credit: Eau Claire County	4,734,758	5,936,517	6,650,452	6,876,586	6,559,182
Chippewa County	190,967	233,695	255,476	260,869	245,476
Total Credit	4,925,725	6,170,212	6,905,928	7,137,455	6,804,658
<b>Net Tax Levy</b>	<b>\$ 76,951,550</b>	<b>\$ 76,613,871</b>	<b>\$ 81,252,967</b>	<b>\$ 84,210,851</b>	<b>\$ 90,165,678</b>
<b>City as a Percentage of the Gross Levy</b>	<b>26.94%</b>	<b>27.46%</b>	<b>27.65%</b>	<b>28.79%</b>	<b>28.68%</b>

# City of Eau Claire



## Tax Rates per \$1,000 Assessed Value

### Tax Levy Summary

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>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
City of Eau Claire	6.006	6.075	5.767	6.084	6.321
Public Library	0.724	0.725	0.652	0.653	0.644
City-County Health	0.418	0.416	0.380	0.383	0.379
Eau Claire Area School District	9.954	9.624	8.774	8.714	9.219
Vocational District	1.620	1.634	1.511	1.535	1.606
Eau Claire County	3.095	3.159	3.338	3.316	3.379
State Forestry	0.189	0.183	0.163	0.165	0.164
<b>Gross Tax Rate</b>	<b>22.006</b>	<b>21.816</b>	<b>20.585</b>	<b>20.850</b>	<b>21.712</b>
School Credit	1.325	1.627	1.615	1.630	1.527
<b>Net Tax Rate - Eau Claire County</b>	<b><u>20.681</u></b>	<b><u>20.189</u></b>	<b><u>18.970</u></b>	<b><u>19.220</u></b>	<b><u>20.185</u></b>

**Property Located in Eau Claire County**  
[\(Altoona School District\)](#)

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
City of Eau Claire	6.006	6.075	5.767	6.084	6.321
Public Library	0.724	0.725	0.652	0.653	0.644
City-County Health	0.418	0.416	0.380	0.383	0.379
Altoona School District	9.718	10.034	10.025	8.533	8.931
Vocational District	1.620	1.634	1.511	1.535	1.605
Eau Claire County	3.095	3.159	3.338	3.316	3.379
State Forestry	0.189	0.183	0.163	0.165	0.164
<b>Gross Tax Rate</b>	<b>21.770</b>	<b>22.226</b>	<b>21.836</b>	<b>20.669</b>	<b>21.423</b>
School Credit	1.325	1.627	1.615	1.630	1.527
<b>Net Tax Rate - Eau Claire County</b>	<b><u>20.445</u></b>	<b><u>20.599</u></b>	<b><u>20.221</u></b>	<b><u>19.039</u></b>	<b><u>19.896</u></b>

# City of Eau Claire 2010 Adopted Program of Services

## Tax Levy Summary

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

**Property Located in Chippewa County**  
[\(Eau Claire Area School District\)](#)

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
City of Eau Claire	6.006	5.991	5.819	6.135	6.464
Public Library	0.724	0.714	0.658	0.659	0.658
City-County Health	0.418	0.410	0.384	0.386	0.388
Eau Claire Area School District	9.961	9.491	8.870	8.787	9.428
Vocational District	1.621	1.611	1.524	1.549	1.642
Chippewa County	3.408	3.270	3.080	3.044	3.166
State Forestry	0.189	0.181	0.164	0.166	0.168
Gross Tax Rate	22.327	21.668	20.499	20.726	21.914
School Credit	1.313	1.583	1.547	1.586	1.455
<b>Net Tax Rate - Chippewa County</b>	<b><u>21.014</u></b>	<b><u>20.085</u></b>	<b><u>18.952</u></b>	<b><u>19.140</u></b>	<b><u>20.459</u></b>

**Property Located in Chippewa County**  
[\(Chippewa Area School District\)](#)

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
City of Eau Claire	6.006	5.991	5.819	6.135	6.464
Public Library	0.724	0.714	0.658	0.659	0.658
City-County Health	0.418	0.410	0.384	0.386	0.388
Chippewa School District	8.240	8.085	6.914	7.403	8.335
Vocational District	1.621	1.611	1.524	1.548	1.642
Chippewa County	3.408	3.270	3.080	3.044	3.166
State Forestry	0.189	0.181	0.164	0.166	0.168
Gross Tax Rate	20.606	20.262	18.543	19.341	20.821
School Credit	1.313	1.583	1.547	1.586	1.455
<b>Net Tax Rate - Chippewa County</b>	<b><u>19.293</u></b>	<b><u>18.679</u></b>	<b><u>16.996</u></b>	<b><u>17.755</u></b>	<b><u>19.366</u></b>



City of Eau Claire



Assessed Value Compared to Equalized Value

**Tax Levy Summary**

**City of Eau Claire  
Assess Value Computed to Equalized Value**

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
<b><u>Assessed Value (000's)</u></b>					
Eau Claire County	\$ 3,534,972	\$ 3,603,959	\$ 4,070,011	\$ 4,167,928	\$ 4,239,310
Chippewa County	135,833	137,552	153,660	152,642	156,918
Subtotal	3,670,805	3,741,511	4,223,671	4,320,570	4,396,228
TIF District #5	21,987	22,182	23,736	25,255	24,944
TIF District #6	9,442	9,968	11,451	11,899	11,802
TIF District #7	3,976	5,734	6,206	6,209	6,312
TIF District #8	12,915	16,427	18,121	18,801	22,400
TIF District #9	-	-	-	-	3,413
<b>Total Assessed Value</b>	<b>\$ 3,719,125</b>	<b>\$ 3,795,822</b>	<b>\$ 4,283,185</b>	<b>\$ 4,382,734</b>	<b>\$ 4,465,099</b>
<b><u>Equalized Value (000's)</u></b>					
Eau Claire County	\$ 3,557,544	\$ 3,756,490	\$ 3,906,753	\$ 4,046,291	\$ 4,095,005
Chippewa County	136,988	141,621	149,025	149,622	155,250
Subtotal	3,694,532	3,898,111	4,055,778	4,195,913	4,250,255
TIF District #5	20,702	21,660	21,074	22,901	23,258
TIF District #6	9,254	9,907	10,663	11,404	11,383
TIF District #7	3,894	5,675	5,859	6,193	6,467
TIF District #8	12,661	16,288	16,805	18,523	22,362
TIF District #9	-	-	-	-	2,222
<b>Total Equalized Value</b>	<b>\$ 3,741,043</b>	<b>\$ 3,951,641</b>	<b>\$ 4,110,179</b>	<b>\$ 4,254,935</b>	<b>\$ 4,315,947</b>
<b><u>Percent of Assessed to Equalized (1)</u></b>					
Eau Claire County	99.15%	95.98%	104.25%	103.03%	103.54%
Chippewa County	98.63%	97.35%	103.31%	102.18%	101.25%

(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.



# City of Eau Claire

## Position Control Summary

*2010 Adopted Position Control Summary*

<u>GENERAL FUND - DEPARTMENT/DIVISION</u>	<u>2008</u>	<u>2009</u>	<u>2010 Changes</u>	<u>2010</u>
<b>ADMINISTRATIVE SERVICES</b>				
City Manager	3.00	3.00		3.00
City Clerk/Elections	1.00	2.00		2.00
Information Services	7.00	7.00		7.00
Total	11.00	12.00		12.00
<b>CITY ATTORNEY</b>	4.00	4.00	0.25 E lminated	3.75
<b>FINANCE DEPARTMENT</b>				
Finance Administration	3.00	3.00		3.00
Accounting Services	8.00	8.00		8.00
Assessing	6.00	6.00	1 Eliminated 0.75 E lminated	5.00
Customer Services	9.75	8.75	1 Added	9.00
Total	26.75	25.75		25.00
<b>HUMAN RESOURCES</b>				
Personnel Administration	5.00	5.00		5.00
Purchasing	2.50	2.50	0.5 E lminated	2.00
Total	7.50	7.50		7.00
<b>DEVELOPMENT SERVICES</b>				
Planning Administration	5.00	5.00		5.00
Inspections	7.50	7.00	1 Held Open	7.00
Total	12.50	12.00		12.00
<b>PUBLIC WORKS</b>				
Administration	2.00	3.00		3.00
Engineering/GIS Asset Management	14.00	13.00		13.00
Street Maintenance Operations	36.00	36.00	1 Eliminated	35.00
Building & Grounds	9.00	9.00	1 Eliminated	8.00
Total	61.00	61.00		59.00
<b>PARKS &amp; RECREATION &amp; FORESTRY</b>				
Administration	3.00	3.00		3.00
Park Maintenance	24.00	24.00	1 Eliminated 1 Held Open	23.00
Recreation	3.00	2.00		2.00
Forestry	5.00	5.00		5.00
Total	35.00	34.00		33.00
<b>POLICE DEPARTMENT</b>				
Administration	2.00	2.00		2.00
Administrative Services	17.00	17.00	1 Civilianized	17.00
Patrol Division	74.00	73.00	1 Made Permanent	74.00
Detective Division	18.00	19.00		19.00
Communication Center	21.00	22.00		22.00
Total	132.00	133.00		134.00
<b>FIRE &amp; RESCUE DEPARTMENT</b>				
Fire Administration	3.00	2.00		2.00
Fire Operations	87.00	87.00		87.00
Fire Inspection	4.00	5.00		5.00
Total	94.00	94.00		94.00
<b>TOTAL GENERAL FUND</b>	<b>383.75</b>	<b>383.25</b>		<b>379.75</b>

## City of Eau Claire 2010 Adopted Program of Services

### 2010 Adopted Position Control Summary

<b>OTHER FUNDS</b>	<b>2008</b>	<b>2009</b>	<b>2010 Changes</b>	<b>2010</b>
ECONOMIC DEVELOPMENT	2.00	2.00		2.00
DOWNTOWN FUND	1.00	1.00		1.00
CEMETERY MAINTENANCE	2.00	2.00	1 Held Open	2.00
WATER UTILITY	29.00	29.00		29.00
SEWER UTILITY	26.50	26.50		26.50
STORM WATER MANAGEMENT	2.00	2.00	1 Eliminated	1.00
PARKING UTILITY	1.00	1.00		1.00
PUBLIC TRANSIT	37.50	37.50		37.50
HOBBS MUNICIPAL ICE CENTER	3.50	3.50	0.5 E liminated	3.00
RISK MANAGEMENT	1.00	1.00		1.00
CENTRAL EQUIPMENT	7.00	7.00		7.00
<b>CITY POSITIONS</b> <b>(Excluding Library / Health / CDBG)</b>	<b>496.25</b>	<b>495.75</b>		<b>490.75</b>
<b>LIBRARY/ HEALTH / CDBG</b>				
PUBLIC LIBRARY	36.92	37.60	1.05 E liminated	36.47
CITY-COUNTY HEALTH DEPARTMENT **	33.80	33.80		33.80
COMMUNITY DEVELOPMENT BLOCK GRANT	3.06	3.06		3.06
	73.78	74.46		73.33
<b>TOTAL ALL CITY FUNDS</b>	<b>570.03</b>	<b>570.21</b>		<b>564.08</b>

\*\* Totals do not include grant positions.

City of Eau Claire

Payroll Costs by Fund



*Payroll Costs By Fund  
2010 Adopted Budget*

	<u>WAGES</u>	<u>OVERTIME</u>	<u>SPECIAL PAYS</u>	<u>BENEFITS</u>	<u>HEALTH BENEFITS</u>	<u>TOTAL</u>
<b>General Fund:</b>						
Administrative Services:						
City Council	\$ 33,600	\$ -	\$ 6,400	\$ 3,100	\$ -	\$ 43,100
City Manager	216,100	1,600	18,000	50,400	71,700	357,800
City Clerk	49,000	1,100	7,800	12,200	-	70,100
Elections	259,500	-	5,400	26,100	16,300	307,300
Information Services	419,300	5,300	16,600	80,800	114,900	636,900
City Attorney	284,400	-	7,800	60,200	102,500	454,900
Finance Department:						
Administration	186,800	500	4,200	38,900	95,500	325,900
Financial Services	753,200	8,400	50,700	152,000	178,100	1,142,400
Assessing	291,100	1,600	18,600	58,700	73,100	443,100
Human Resources:						
Personnel Administration	252,700	4,800	15,700	58,500	91,200	422,900
Purchasing	91,300	-	7,500	18,300	32,400	149,500
Development Services:						
Planning	305,300	4,200	17,400	63,800	117,800	508,500
Inspections	320,800	-	50,400	69,800	64,200	505,200
Public Works:						
Administration	190,400	5,300	12,700	41,200	109,500	359,100
Engineering/GIS	825,700	59,200	41,800	164,400	244,400	1,335,500
Building and Ground Maintenance	217,400	14,600	8,900	44,300	103,100	388,300
Street Operations	1,638,700	173,600	59,200	345,200	670,800	2,887,500
Parks & Recreation & Forestry:						
Administration	173,200	4,700	4,400	35,300	189,900	407,500
Park Maintenance	1,152,300	62,600	42,700	226,800	407,400	1,891,800
Recreation	446,100	300	8,900	52,300	45,500	553,100
Forestry	245,800	5,400	2,900	45,800	68,900	368,800
Police Department:						
Administration	137,700	2,600	4,200	38,100	438,000	620,600
Administrative Services	778,300	15,100	58,700	182,400	282,400	1,316,900
Patrol Division	4,116,600	260,300	564,500	1,323,600	1,178,700	7,443,700
Detective Division	1,095,100	89,700	174,700	369,500	268,400	1,997,400
Communication Center	961,500	27,100	54,500	197,000	393,000	1,633,100
Fire & Rescue Department:						
Administration	133,400	600	7,200	32,900	349,500	523,600
Operations/EMS	4,674,900	227,100	398,200	1,173,100	1,572,000	8,045,300
Inspection	293,800	-	40,300	72,700	82,800	489,600
Non-Departmental:	-	-	-	-	178,500	178,500
<b>Total General Fund:</b>	<u>\$ 20,544,000</u>	<u>\$ 975,700</u>	<u>\$ 1,710,300</u>	<u>\$ 5,037,400</u>	<u>\$ 7,540,500</u>	<u>\$ 35,807,900</u>

## City of Eau Claire 2010 Adopted Program of Services

### Payroll Costs By Fund 2010 Adopted Budget

	<u>WAGES</u>	<u>OVERTIME</u>	<u>SPECIAL PAYS</u>	<u>BENEFITS</u>	<u>HEALTH BENEFITS</u>	<u>TOTAL</u>
<b>Other Funds:</b>						
Economic Development	\$ 113,600	\$ -	\$ 5,700	\$ 21,000	\$ 30,000	\$ 170,300
Community Enhancement	-	-	-	-	-	-
Downtown Fund	73,300	-	100	13,100	30,000	116,500
Cemetery Maintenance	135,700	12,200	2,900	25,000	44,500	220,300
Hazardous Materials Response	44,300	10,000	-	12,000	-	66,300
Public Library *	127,800	16,900	1,300	26,300	43,800	216,100
Water Utility	1,288,800	104,200	72,500	274,500	527,600	2,267,600
Sewer Utility	1,378,600	190,900	53,700	301,600	543,700	2,468,500
Stormwater Management	269,200	10,500	15,900	55,400	77,800	428,800
Parking Utility	32,700	4,700	1,700	7,400	13,200	59,700
Public Transit	1,659,600	62,100	19,100	319,700	609,300	2,669,800
Hobbs Municipal Ice Center	202,800	8,800	1,600	32,900	62,100	308,200
Fairfax Municipal Pool	185,500	2,700	800	17,700	10,500	217,200
Risk Management	87,900	900	1,000	17,400	48,400	155,600
Central Equipment	418,100	33,700	8,000	86,000	196,700	742,500
<b>Total Other Funds:</b>	<u>\$ 6,017,900</u>	<u>\$ 457,600</u>	<u>\$ 184,300</u>	<u>\$ 1,210,000</u>	<u>\$ 2,237,600</u>	<u>\$ 10,107,400</u>
<b>Total All Funds:</b>	<u>\$ 26,561,900</u>	<u>\$ 1,433,300</u>	<u>\$ 1,894,600</u>	<u>\$ 6,247,400</u>	<u>\$ 9,778,100</u>	<u>\$ 45,915,300</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 2008 Debt Retirement (for all funds)
- Principal and Interest Requirements to Maturity (for all funds)

### *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 (With TID's)	\$	4,315,946,500
Legal Debt Capacity (5% of equalized value)		215,797,325
General Obligation Indebtedness:		
General long-Term Debt		88,094,688
Less: Amounts Available for Payment of Principal:		
In Debt Service funds		(8,817,771)
		79,276,917
<b>Unused Borrowing Capacity</b>	<b>\$</b>	<b><u>136,520,408</u></b>
<b>Percent of Debt Capacity Remaining</b>		<b>63.26%</b>

City of Eau Claire

Debt Summary



**DEBT SUMMARY**

	Principal Jan. 1, 2010	Proposed Additions	Retired	Principal Dec. 31, 2010	Current Interest
<b>General Obligation Debt:</b>					
<b>Bonds &amp; Notes:</b>					
City Purpose:					
1998 Corporate Purpose	\$ 120,000.00	\$ -	\$ 120,000.00	\$ -	\$ 2,700.00
1998 Corporate Purpose-Fire	50,000.00	-	50,000.00	-	1,125.00
1999 Corporate Purpose	85,000.00	-	85,000.00	-	2,125.00
2000 Corporate Purpose	80,000.00	-	80,000.00	-	2,040.00
2001 Corporate Purpose	1,070,000.00	-	65,000.00	1,005,000.00	49,480.01
2001 Corporate Purpose-Flood	1,440,000.00	-	90,000.00	1,350,000.00	66,522.50
2002 Corporate Purpose	580,000.00	-	60,000.00	520,000.00	22,452.50
2002 Corporate Purpose-Refunding	1,025,000.00	-	250,000.00	775,000.00	33,096.26
2003 Corporate Purpose	2,255,000.00	-	120,000.00	2,135,000.00	96,022.50
2003 Corporate Purpose-Refunding	1,180,000.00	-	220,000.00	960,000.00	38,922.50
2004 Corporate Purpose	1,150,000.00	-	55,000.00	1,095,000.00	45,417.50
2004 Corporate Purpose-Artificial Turf	175,000.00	-	35,000.00	140,000.00	5,687.50
2005 Corporate Purpose	2,170,000.00	-	95,000.00	2,075,000.00	83,547.50
2006 Corporate Purpose	2,410,000.00	-	100,000.00	2,310,000.00	103,573.76
2006 Corporate Purpose-Fire Station	85,000.00	-	5,000.00	80,000.00	3,639.38
2007 Corporate Purpose	3,220,000.00	-	125,000.00	3,095,000.00	137,437.50
2007 Corporate Purpose-Public Safety Facility	180,000.00	-	60,000.00	120,000.00	6,000.00
2007 Corporate Purpose-Fire Equipment	1,855,000.00	-	200,000.00	1,655,000.00	73,987.50
2007 Corporate Purpose-Refunding	4,205,000.00	-	115,000.00	4,090,000.00	166,012.50
2007 Corporate Purpose-Refunding-Fire Station	535,000.00	-	5,000.00	530,000.00	21,300.00
2008 Corporate Purpose	3,545,000.00	-	135,000.00	3,410,000.00	134,607.50
2008 Corporate Purpose Notes-LBE	915,000.00	-	100,000.00	815,000.00	31,881.26
2008 Corporate Purpose Notes-Public Safety	225,000.00	-	25,000.00	200,000.00	7,828.13
2008 Corporate Purpose Notes-Bridges	180,000.00	-	20,000.00	160,000.00	6,262.50
2008 Corporate Purpose Notes-Park Improvements	135,000.00	-	15,000.00	120,000.00	4,696.87
2008 Corporate Purpose Notes-Hobbs Ice Center	400,000.00	-	-	400,000.00	14,750.00
2008 Corporate Purpose-Unfunded Pension Liab (City)	7,202,130.00	-	225,360.00	6,976,770.00	393,223.87
2009 Corporate Purpose	4,200,000.00	-	-	4,200,000.00	287,566.22
2009 Corporate Purpose-LBE	1,000,000.00	-	10,000.00	990,000.00	62,567.36
2009 Corporate Purpose-Hobbs Ice Center	3,750,000.00	-	110,000.00	3,640,000.00	207,564.33
2009 Corporate Purpose-Hobbs Code Compliance	600,000.00	-	45,000.00	555,000.00	27,531.89
2009 State Trust Fund Loan - Energy Program	468,000.00	-	-	468,000.00	-
2010 Corporate Purpose - Streets	-	3,885,000.00	-	3,885,000.00	-
2010 Corporate Purpose - Bridges	-	300,000.00	-	300,000.00	-
2010 Corporate Purpose - Transit Note	-	180,000.00	-	180,000.00	-
<b>Total City Purpose Bonds</b>	<b>\$ 46,490,130.00</b>	<b>\$ 4,365,000.00</b>	<b>\$ 2,620,360.00</b>	<b>\$ 48,234,770.00</b>	<b>\$ 2,139,569.34</b>
<b>Special Assessment:</b>					
2000 Bonds	\$ 105,000.00	\$ -	\$ 105,000.00	\$ -	\$ 2,677.50
2001 Bonds	230,000.00	-	115,000.00	115,000.00	7,331.25
2002 Bonds	480,000.00	-	160,000.00	320,000.00	15,900.00
2003 Bonds	680,000.00	-	170,000.00	510,000.00	23,800.00
2004 Bonds	800,000.00	-	160,000.00	640,000.00	26,000.00
2005 Bonds	960,000.00	-	160,000.00	800,000.00	32,400.00
2006 Bonds	1,120,000.00	-	160,000.00	960,000.00	48,500.00
2007 Bonds	1,280,000.00	-	160,000.00	1,120,000.00	50,400.00
2008 Bonds	1,440,000.00	-	160,000.00	1,280,000.00	49,120.00
2009 Bonds	1,600,000.00	-	160,000.00	1,440,000.00	72,349.34
2010 Bonds	-	1,600,000.00	-	1,600,000.00	-
<b>Total Special Assessment Bonds</b>	<b>\$ 8,695,000.00</b>	<b>\$ 1,600,000.00</b>	<b>\$ 1,510,000.00</b>	<b>\$ 8,785,000.00</b>	<b>\$ 328,478.09</b>
<b>Total Fund 300 - Debt Service</b>	<b>\$ 55,185,130.00</b>	<b>\$ 5,965,000.00</b>	<b>\$ 4,130,360.00</b>	<b>\$ 57,019,770.00</b>	<b>\$ 2,468,047.43</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 2010 Adopted Program of Services

## DEBT SUMMARY

	Principal Jan. 1, 2010	Proposed Additions	Retired	Principal Dec. 31, 2010	Current Interest
<b>TIF Districts:</b>					
1999 Bonds (TIF #6)	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	\$ 625.00
2000 Bonds (TIF #5)	75,000.00	-	75,000.00	-	1,912.50
2000 Bonds (TIF #6)	15,000.00	-	15,000.00	-	382.50
2003 Bonds (TIF #8)	3,520,000.00	-	190,000.00	3,330,000.00	149,777.50
2003 Bonds-Refunding (TIF #8)	1,900,000.00	-	100,000.00	1,800,000.00	76,522.50
2004 Bonds (TIF #5)	740,000.00	-	120,000.00	620,000.00	24,575.00
2004 Bonds (TIF #7)	325,000.00	-	20,000.00	305,000.00	11,572.50
2004 Notes-Taxable (TIF #8)	570,000.00	-	-	570,000.00	35,796.00
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)	1,440,000.00	-	-	1,440,000.00	62,806.26
2007 Bonds-Refunding (TIF #5)	1,950,000.00	-	95,000.00	1,855,000.00	76,237.50
2007 Bonds-Refunding (TIF #6)	750,000.00	-	25,000.00	725,000.00	29,500.00
2007 Bonds-Refunding (TIF #7)	1,015,000.00	-	110,000.00	905,000.00	38,400.00
2010 Bonds (TIF #9)	-	1,700,000.00	-	1,700,000.00	-
<b>Total TIF Districts Bonds</b>	<b>\$ 15,525,000.00</b>	<b>\$ 1,700,000.00</b>	<b>\$ 775,000.00</b>	<b>\$ 16,450,000.00</b>	<b>\$ 632,007.26</b>
<b>Proprietary Long-Term Debt:</b>					
<b>Water:</b>					
Revenue Bonds:					
2007 Bonds	\$ 1,840,000.00	\$ -	\$ 100,000.00	\$ 1,740,000.00	\$ 76,862.50
2009 Bonds	2,000,000.00	-	25,000.00	1,975,000.00	90,224.66
Revenue Refunding Bonds:					
2001 Bonds	3,300,000.00	-	225,000.00	3,075,000.00	148,256.25
2003 Bonds	1,105,000.00	-	225,000.00	880,000.00	41,619.69
2009 Bonds (1997 Issue)	1,825,000.00	-	50,000.00	1,775,000.00	74,614.33
<b>Total Water</b>	<b>\$ 10,070,000.00</b>	<b>\$ -</b>	<b>\$ 625,000.00</b>	<b>\$ 9,445,000.00</b>	<b>\$ 431,577.43</b>
<b>Storm Water Utility General Obligation:</b>					
1998 Bonds	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ 731.25
1999 Bonds	75,000.00	-	75,000.00	-	937.50
2000 Bonds	75,000.00	-	75,000.00	-	956.25
2001 Bonds	1,230,000.00	-	75,000.00	1,155,000.00	56,073.15
2001 Bonds-Flood	1,440,000.00	-	90,000.00	1,350,000.00	65,566.25
2002 Bonds	865,000.00	-	50,000.00	815,000.00	35,956.87
2003 Bonds	1,245,000.00	-	65,000.00	1,180,000.00	52,345.02
2004 Bonds	1,310,000.00	-	60,000.00	1,250,000.00	51,298.76
2005 Bonds	1,535,000.00	-	70,000.00	1,465,000.00	58,437.49
2006 Bonds	690,000.00	-	30,000.00	660,000.00	29,305.61
2007 Bonds	1,895,000.00	-	75,000.00	1,820,000.00	80,106.26
2007 Bonds-Refunding	3,245,000.00	-	90,000.00	3,155,000.00	127,256.26
2008 Bonds	975,000.00	-	35,000.00	940,000.00	36,748.76
2009 Bonds	1,760,000.00	-	30,000.00	1,730,000.00	91,952.99
2010 Bonds	-	3,650,000.00	-	3,650,000.00	50,000.00
<b>Total Storm Water Utility Bonds</b>	<b>\$ 16,405,000.00</b>	<b>\$ 3,650,000.00</b>	<b>\$ 885,000.00</b>	<b>\$ 19,170,000.00</b>	<b>\$ 737,672.42</b>



# City of Eau Claire 2010 Adopted Program of Services

## DEBT SUMMARY

	Principal Jan. 1, 2010	Proposed Additions	Retired	Principal Dec. 31, 2010	Current Interest
<b>Transit General Obligation Notes/Bonds:</b>					
2002 State Trust Fund Note-Buses	\$ 161,688.19	\$ -	\$ 37,796.15	\$ 123,892.04	\$ 6,000.40
<b>Total Transit Notes/Bonds</b>	<b>\$ 161,688.19</b>	<b>\$ -</b>	<b>\$ 37,796.15</b>	<b>\$ 123,892.04</b>	<b>\$ 6,000.40</b>
<b>Library General Obligation Notes/Bonds:</b>					
2008 Corporate Purpose-Unfunded Pension Liability	\$ 467,870.00	\$ -	\$ 14,640.00	\$ 453,230.00	\$ 25,544.89
<b>Total Library Bonds</b>	<b>\$ 467,870.00</b>	<b>\$ -</b>	<b>\$ 14,640.00</b>	<b>\$ 453,230.00</b>	<b>\$ 25,544.89</b>
<b>Health Debt GO Notes/Bonds:</b>					
2008 Corporate Purpose-Unfunded Pension Liability	\$ 350,000.00	\$ -	\$ 10,000.00	\$ 340,000.00	\$ 19,137.50
<b>Total Health Dept Bonds</b>	<b>\$ 350,000.00</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>	<b>\$ 340,000.00</b>	<b>\$ 19,137.50</b>
<i>Note: Proprietary Fund debt is reported on an accrual basis in this report.</i>					
<b>Total Revenue Bond Debt</b>	<b>\$ 10,070,000.00</b>	<b>\$ -</b>	<b>\$ 625,000.00</b>	<b>\$ 9,445,000.00</b>	<b>\$ 431,577.43</b>
<b>Total General Obligation Debt</b>	<b>\$ 88,094,688.19</b>	<b>\$ 11,315,000.00</b>	<b>\$ 5,852,796.15</b>	<b>\$ 93,556,892.04</b>	<b>\$ 3,888,409.90</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>
2010	\$ 4,603,407	\$ 29,138	\$ 40,185	\$ 1,838,478	\$ 508,813
2011	4,649,202	28,638	40,048	1,666,324	551,309
2012	4,640,659	28,138	39,880	1,500,960	592,094
2013	4,361,275	32,513	39,682	1,295,400	640,647
2014	4,359,825	31,763	39,750	1,084,940	843,025
2015	4,041,722	31,013	39,773	889,020	854,313
2016	3,983,492	30,263	40,048	698,020	830,450
2017	3,974,944	29,503	40,248	513,200	812,225
2018	3,485,273	28,725	40,360	335,520	656,150
2019	5,197,083	27,937	40,395	164,200	656,944
2020	2,633,661	32,006	40,351	-	112,269
2021	2,544,500	30,931	40,524	-	-
2022	2,434,484	29,844	40,894	-	-
2023	2,436,049	28,719	41,110	-	-
2024	2,211,920	32,409	40,870	-	-
2025	2,104,329	30,941	41,115	-	-
2026	1,912,243	29,441	41,190	-	-
2027	1,703,215	32,756	40,797	-	-
2028	1,458,058	30,919	41,179	-	-
2029	556,605	-	-	-	-
<b>Totals</b>	<b>\$ 63,291,946</b>	<b>\$ 575,597</b>	<b>\$ 768,399</b>	<b>\$ 9,986,062</b>	<b>\$ 7,058,239</b>
EC County Portion of the Health Dept Debt		(217,920)			
Net Health Dept Bonds		<u>\$ 357,677</u>			

*Note: Includes principal and interest.*

**City of Eau Claire 2010 Adopted Program of Services**

---

***Debt Summary***

**Principal and Interest Requirements to Maturity**

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

<b>Year</b>	<b>TIF</b>	<b>TIF</b>	<b>TIF</b>	<b>Total</b>	<b>Total General</b>
<b>Due</b>	<b>District #6</b>	<b>District #7</b>	<b>District #8</b>	<b>St Trust Fund</b>	<b>Obligation Debt</b>
				<b>Loans</b>	
2010	\$ 95,508	\$ 179,973	\$ 622,715	\$ 45,072	\$ 7,963,289
2011	131,900	189,579	801,587	110,030	8,168,617
2012	127,700	198,619	809,790	110,030	8,047,870
2013	123,500	212,016	801,974	110,030	7,617,037
2014	129,100	229,569	962,912	64,958	7,745,842
2015	124,500	246,105	705,363	64,958	6,996,767
2016	119,900	148,800	704,661	64,958	6,620,592
2017	66,300	153,000	702,725	64,958	6,357,103
2018	-	-	704,025	64,958	5,315,011
2019	-	-	703,805	64,958	6,855,322
2020	-	-	658,363	-	3,476,650
2021	-	-	633,001	-	3,248,956
2022	-	-	626,896	-	3,132,118
2023	-	-	604,836	-	3,110,714
2024	-	-	74,594	-	2,359,793
2025	-	-	71,531	-	2,247,916
2026	-	-	-	-	1,982,874
2027	-	-	-	-	1,776,768
2028	-	-	-	-	1,530,156
2029	-	-	-	-	556,605
<b>Totals</b>	<b><u>\$918,408</u></b>	<b><u>\$1,557,661</u></b>	<b><u>\$10,188,778</u></b>	<b><u>\$764,910</u></b>	<b><u>\$95,110,000</u></b>

*Note: Includes principal and interest.*

## City of Eau Claire 2010 Adopted Program of Services

---

### *Debt Summary*

#### Principal and Interest Requirements to Maturity

#### Water Long-Term Debt and Advances

Year Due	Revenue Bonds	Advances From General Fund	Total Long-Term Debt & Advances
2010	\$ 1,094,244	\$ 605,802	\$ 1,700,046
2011	1,155,768	605,801	1,761,569
2012	1,155,905	605,800	1,761,705
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><u>\$ 13,751,095</u></b>	<b><u>\$ 3,980,047</u></b>	<b><u>\$ 17,731,142</u></b>

*Note: Includes principal and interest.*

**City of Eau Claire 2010 Adopted Program of Services**

---

***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Storm Water Long-Term Debt**

<b><u>Year</u></b> <b><u>Due</u></b>	<b><u>General</u></b> <b><u>Obligation Bonds</u></b>	<b><u>Total</u></b> <b><u>Long-Term Debt</u></b>
2010	\$ 1,717,519	\$ 1,717,519
2011	1,734,980	1,734,980
2012	1,748,300	1,748,300
2013	1,734,303	1,734,303
2014	1,742,786	1,742,786
2015	1,738,138	1,738,138
2016	1,740,665	1,740,665
2017	1,749,887	1,749,887
2018	1,662,170	1,662,170
2019	1,555,407	1,555,407
2020	1,455,075	1,455,075
2021	1,326,620	1,326,620
2022	874,790	874,790
2023	794,229	794,229
2024	667,029	667,029
2025	549,254	549,254
2026	415,985	415,985
2027	360,971	360,971
2028	214,743	214,743
2029	142,798	142,798
<b>Totals</b>	<b><u>\$ 23,925,649</u></b>	<b><u>\$ 23,925,649</u></b>

*Note: Includes principal and interest.*

**City of Eau Claire 2010 Adopted Program of Services**

---

***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Sewer Advance From General Fund**

<u>Year Due</u>	<u>Advances From General Fund</u>	<u>Total Advances</u>
2010	\$ 99,144	\$ 99,144
2011	99,144	99,144
2012	99,144	99,144
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>\$ 1,090,581</u></b>	<b><u>\$ 1,090,581</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 Due</u>	<u>Advances From General Fund</u>	<u>Total Advances</u>
2010	\$ 259,667	\$ 259,667
2011	313,661	313,661
2012	309,665	309,665
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>\$ 5,184,595</u></b>	<b><u>\$ 5,184,595</u></b>

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

# City of Eau Claire



## Adopted Motions & Ordinances

---

### Adopted Motions

**1. LEGAL SERVICES – (Council Member Balow)**

Amend the 2010 Program of Services to provide that contractual legal costs be budgeted in an account segregated for legal expenses only. Account #6157 – Legal Services shall be listed in the Program of Services Summary of General Fund Expenditures by Classification (on page B-13) as a separate expenditure category.

**2. OUTSIDE ORGANIZATION FUNDING – (Council Member Kemp)**

Hold funding for the outside organizations listed on page A-2 of the 2010 Recommended Outside Organization Requests to 2009 levels, excluding the contractual ECACVB allocation, to be funded by transferring \$11,100 from the room tax allocation for the Parks CIP. Further, if room tax income for 2010 exceeds projections, the City's portion of the additional income will be allocated to the Parks CIP.

**3. OUTSIDE ORGANIZATION FUNDING (AMENDMENT) – (Council Member Wachs)**

Amend Council Member Kemp's motion restoring funding for the outside organizations (listed on page A-2 of the 2010 Recommended Outside Organization Requests) to the 2009 levels (excluding the contractual Convention Visitors Bureau allocation) so the funding for the Municipal Band and the Paul Bunyan Logging Camp remain at the City Manager's recommended 2010 level.

**4. SEAL COATING FUNDING FROM PARKING UTILITY – (Council Member Pavelski)**

Transfer \$100,000 from the 2010 Forest Street parking lot shown in the Parking Utility Capital Improvement Plan to the General Fund seal coating program and to reschedule the Forest Street parking lot for 2011 in lieu of the 2011 parking ramp maintenance.

**5. SEAL COATING FUNDING FROM SALE OF BUILDING – (Council Member Wachs)**

Allocate \$100,000 from the anticipated proceeds of the sale of the former UW Health Building to the 2010 seal coating program.

**6. FIRE BELL RESTORATION – (Council Member Duax)**

Appropriate \$1,000 for the Fire Bell restoration project by transferring \$1,000 from the Public Building Maintenance program in the 2010 Land, Buildings, and Equipment Capital Improvement Plan.

**7. AMBULANCE RATE INCREASE – (Council Member Wachs)**

Increase the ambulance rates in the Schedule of Fees and Licenses to the average rates charged by other municipalities in west central Wisconsin.

**8. STREETS IMPROVEMENT FUNDING – (Council Member Kincaid)**

Reduce other funding sources in the Street Improvement Fund by \$340,000 and to increase funding by General Obligation Bonds by the same amount.

**9. FISCAL POLICY ADVISORY COMMITTEE DIRECTIVE – (Council Member Duax)**

Direct the Fiscal Policy Advisory Committee to study policy options regarding car allowances in consideration of converting to a mileage reimbursement program and report to the City Council by July 1, 2010.

## **City of Eau Claire 2009 Adopted Program of Services**

---

### **10. FISCAL POLICY ADVISORY COMMITTEE DIRECTIVE – (Council Member Duax)**

Direct the Fiscal Policy Advisory Committee to study policy options for incentives for early retirements to reduce salary and longevity costs for eligible employees and report back to the City Council by March 1, 2010.

### **Adopted Ordinances**

#### **1. SEWER RATE INCREASE**

Ordinance to amend 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 2010 Program of Services.





City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Gauging the City

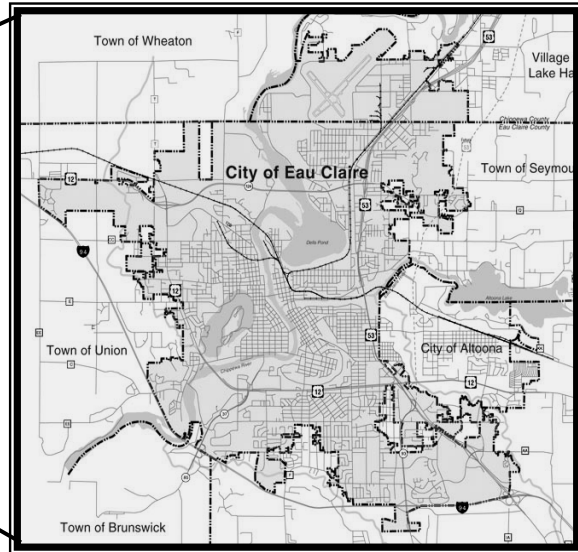
**Page #**

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

- According to *Business Week's* “**Best Places to Raise Your Kids 2009**”, Eau Claire ranks #1 in Wisconsin.
- *US News & World Report* ranks Eau Claire as one of the “**Top Ten Affordable Places to Retire in 2009**”.
- The *ACCRA Cost of Living Index* places Eau Claire as the lowest cost of living in Wisconsin during the 1<sup>st</sup> quarter of 2009.
- According to the *Wisconsin Department of Administration*, the City of Eau Claire is the “**3<sup>rd</sup> fastest growing city in Wisconsin**”. (2009 report)
- Rated 56<sup>th</sup> out of 124 small metro market in the *Milken Institute's* “**Best Performing Cities Index**” for 2008. Up from 93 in 2007.
- Received the “**2008 Voice of the People Award for Excellence in Parks**” and the “**2008 Voice of the People Award for Transformation in Parks**” by the International City/County Management Association.
- “**2008 International Downtown Merit Achievement Award for Public Space**” – Phoenix Park.
- “**2008 Good Government Award**” from the *League of Wisconsin Municipalities*.

## POPULATION

1970	44,619
1980	51,509
1990	56,856
2000	61,704
2007	65,202
2008	65,362
2009	65,950 (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. The City was established as a lumbering settlement in the 1840's. Today it serves as the major center for health and professional services, education, retail trade and industry in the Chippewa Valley. The City of Eau Claire is the ninth largest city in Wisconsin by population and covers an area of approximately 33.77 square miles.



# City of Eau Claire

## General Statistical Data

---

<b><u>Acreage:</u></b>	33.77 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>	490.75 City Positions, 36.47 Library Positions, 33.80 Health Dept. Positions, & 3.06 CDBG Positions		
<b><u>Population Statistic:</u></b>	2009 Estimated Population – 65,950 Labor Force (MSA – March 2009) – 91,234 Unemployment Rate – 7.8 (June 2009)		
<b><u>Election Statistics:</u></b>		<b><u>Presidential</u></b> <b><u>Nov. 2008</u></b>	<b><u>Local</u></b> <b><u>April 2009</u></b>
	Registered Voters	47,559	51,108
	Voter Turnout	37,409	6,380
	Percentage of Turnout	78.7%	12.5%
<b><u>Educational Statistics:</u></b>	Public School Enrollment – 11,150 Private School Enrollment – 900		
<b><u>City Bond Ratings:</u></b>	Standard & Poor’s – “AA+” Moody’s – “Aa2”		
<b><u>Utility Statistics:</u></b> <b><u>(January 2009)</u></b>	<b>Water Utility:</b> 15 Operating City Wells - Average Daily Pumpage of 9.55 Million Gallons 6 Water Booster Stations 369 Miles of Water Main 6 Water Towers & Reservoirs - Total Storage Capacity of 16.1 Million Gallons 3,703 Fire Hydrants 25,884 Water Customers  <b>Sewer Utility:</b> Wastewater Treatment Plant Capacity – 11.5 Million Gallons Per Day 25 Sewage Pump Stations 320 Miles of Sewer Main 25,017 Customers  <b>Storm Water Utility:</b> 46.9 Square Miles of Drainage Area 6 Major Drainage Basins 218 Miles of Storm Sewer		
<b><u>Street Lights &amp; Signals:</u></b> <b><u>(January 2009)</u></b>	2,030 Commercial Street Lights 3,196 Residential Street Lights 40 City Owned Traffic Signals		

# City of Eau Claire 2010 Adopted Program of Services

**Streets & Bridges:** 341.9 Miles of Streets  
 (January 2009) 18 Road Bridges – City Owned  
 9 Pedestrian Bridges  
 11 Pedestrian Underpasses

**Recreation:** 1,020 Acres of City Parks, Playgrounds & Ballfields  
 9 Community Parks  
 18 City Parks & Playgrounds  
 27.1 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:** 29,670 Total Housing Units  
 15,144 Single-Family Detached Units  
 1,306 Single-Family Attached Units  
 9,790 Multiple-Family Units  
 2,864 Multi-Family Parcels  
 566 Mobile Homes & Trailers

**Property Values:**

Tax Year	Assessment Year	Assessed Value	New Construction
2010	2009	\$ 4,465,098,700	\$ 86,893,600
2009	2008	4,381,286,300	83,360,000
2008	2007	4,283,184,500	92,121,000
2007	2006	3,795,821,500	81,465,000
2006	2005	3,719,125,100	113,208,000
2005	2004	3,615,849,600	93,729,000
2004	2003	3,128,529,650	78,492,000
2003	2002	3,048,955,950	81,253,000
2002	2001	2,981,694,200	102,246,000
2001	2000	2,429,572,600	76,422,000
2000	1999	2,335,441,900	71,259,000

**Development:**

Development Review Activity						
	Total	Rezoning	Conditional Use	Site Plan	Appeal	Plats
2009 (June)	36	8	13	10	3	2
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
2009 (June)	4164	483	274	290	265	76	1,388
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

---

#### 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 13 elementary schools, 3 middle schools, 2 high schools, and 3 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 percent of preferred school districts in the nation by a national independent study from parents and employers.

Faith-based private education is available through the Catholic Area Schools of the Eau Claire Deanery (CASE), which has five schools including a high school with enrollment of 200 students and two child development centers with a total enrollment of almost 900 students. Other parochial schools include: Bethel Christian School, Crestview Academy, Eau Claire Lutheran School, Immanuel Lutheran High School, Messiah Lutheran School, New Hope Christian School and St. Mark Evangelical Lutheran School. The enrollment for these schools range from approximately 20 students to almost 150.

The City of Eau Claire is home to three institutions of higher education. Approximately 9,950 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.

Luther Midelfort Hospital, in partnership with Mayo Clinic, 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, and with the recent 2004 renovation, the Advanced Center for Surgery. Marshfield Clinic has more than 40 locations in 31 of 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 run by 175 independent physicians who provide personalized care throughout 12 northwestern Wisconsin counties.

#### 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. According to the final 2008 data readings, Eau Claire received an overall ranking of 94.4, which was well under the national average of 100. The most recent data from second quarter of 2009, indicated that Eau Claire is maintaining its below average status at 92.7.

# City of Eau Claire



## Economic Development

---

### **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.

- 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
  - 5 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 530 acres serviced by utilities with a portion of acreage set aside for hi-tech companies. This park is home to the Chippewa Valley Technical College Manufacturing Technology Center, an excellent resource for area manufacturers.

- 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
  - 5 miles from the Chippewa Valley Regional Airport



# City of Eau Claire 2010 Adopted Program of Services

---

## 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.

- 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.

- 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

### Principal Taxpayers

Taxpayer	2009		
	Equalized Value (in 1,000s)	Rank	Percentage of Total Equalized Value
Oakwood Hills Mall	\$ 71,139	1	1.65%
Hutchinson Technology, Inc.	39,486	2	0.91%
Keystone Corporation	38,444	3	0.89%
Marshfield Clinic	32,597	4	0.76%
Luther Hospital	32,158	5	0.75%
Nestle Foods	25,365	6	0.59%
Royal Credit Union	22,780	7	0.53%
Midelfort Clinic	21,773	8	0.50%
Menard's Inc.	20,950	9	0.49%
Phillips Properties	17,092	10	0.40%
Principal Taxpayers Total	<u>\$ 321,784</u>		
Total City Equalized Value	<u>\$ 4,315,947</u>		

### Major Employers

Employer	2008		
	Employees	Rank	Percentage of Total City Employment
Menard's Inc.	4,500	1	12%
Luther Hospital	1,834	2	5%
United Health Group	1,470	3	4%
Midelfort Clinic Mayo Health System	1,427	4	4%
University of Wisconsin - Eau Claire	1,400	5	4%
Sacred Heart Hospital	1,350	6	4%
Chippewa Valley Technical College	1,300	7	4%
Hutchinson Technology	1,080	8	3%
Eau Claire Area School District	820	9	2%
City of Eau Claire	<u>570</u>	10	2%
Total Principal Employers	<u>15,751</u>		44%
Total Employees in City	<u>36,006</u>		



City of Eau Claire, Wisconsin

# 2010 Adopted Program Of Services

November 5, 2009



## Glossary

Page #

---

Glossary of Terms

L-1

---





# City of Eau Claire

## Glossary

---

**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 \$5,000 and more, or 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 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 2010 Adopted Program of Services

---

**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, except unmeasured interest on debt, which is recognized when due. Funds using full accrual accounting (Proprietary funds) measure costs for operations, capital outlay, and debt service as resources expire or are consumed.

**FISCAL YEAR** - The twelve-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 thousand dollars 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 2010 Adopted Program of Services

---

**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 one dollar of tax for every one thousand dollars 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.