



# *City of Eau Claire*



## *2009 Adopted Program of Services*

*November 12, 2008*





City of Eau Claire, Wisconsin

# ***2009 Adopted Program of Services***

November 12, 2008

Prepared by:  
Department of Finance

Rebecca K. Noland, CPA  
Director of Finance

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





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# City of Eau Claire

## City Manager's Post Adoption Budget Message

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### BUDGET DELIBERATION RESULTS

Strategic Budgeting for Sustainable Government is the underlying theme of the 2009 Program of Services. The adopted budget reflects the City Council's directives to provide quality public services, to continue investment in the City's infrastructure, and to maintain the City's fiscal integrity by balancing expenditures to available revenues. The challenge is to establish a balanced budget under levy limits without imposing significant new fees. For several years the City has had to implement service reductions to stay within the fiscal limitations. Since 2003, the City has eliminated 15.6 supervisory and technical positions and 27.25 labor and clerical positions. Some of the service changes resulting from the reduction in employees include reduced park maintenance, shortened snow plowing hours, less support for neighborhood associations, less asphalt overlays and patching, fewer bus routes, less frequent restaurant inspections, and fewer books and programs at the Library.

The City will identify further reductions totaling \$430,000 to offset the elimination of the proposed vehicle registration fee from the budget. The City Council approved the use of transitional reserves to temporarily bridge the revenue gap. Transitional reserves are one-time in nature and are to be replaced by measurable budget savings as soon as possible. The City Council and senior management are engaged in strategic planning that focuses on the City's mission, identifies core values, and prioritizes City services. Through these efforts, the City will restructure its programs to close the 2009 transitional gap and position itself to deal with the funding shortfalls anticipated in 2010.

As a result of budget deliberations on November 12, 2008, the following changes were approved in the 2009 Program of Services and 2009-2013 Capital Improvement Plan:

#### **General Fund**

The use of transitional reserves replaced the proposed revenue of \$430,000 from vehicle registration fees. As indicated above, the use of reserves represents gap funding only and will be replaced with changes in operations that align expenditures with existing revenues.

The tax levy was increased by \$8,700 to the statutorily permitted level with corresponding appropriations of \$4,300 to City Council member training and \$4,400 to Economic Development.

Other General Fund increases included a reservation of \$11,500 in the contingency account for City Council salary increases and reimbursements for meetings in 2009 and \$1,000 for the Fire Bell Restoration Project.

The General Fund decreases included the elimination of \$8,000 for outside legal services for lead negotiations to the point of impasse, \$13,000 for publishing the City Council Agenda, and \$8,000 for printing the Community Newsletter. The agenda and newsletter will be available online with printed copies available upon request.

**Other Funds**

The Transit budget was increased by \$75,600 to add a fourth tripper bus to the UWEC route funded 100% by state and federal aids and UWEC activity fees.

The \$1,000 appropriation for Momentum West was eliminated from the Economic Development Fund.

In response to proposed park improvement fees, the City Council created a Public Park Facilities Civic Team to make recommendations regarding community and local government funding for future park facility improvements.

**Other Directives**

City operations at the Parks & Recreation building at 1300 First Avenue will be relocated to other city facilities as soon as feasible and the building will be sold. Savings from closing the building will be realized in 2010.

Existing storage operation at former Fire Station #9 on Vine Street will be relocated and the building offered for sale. A report and recommendation for alternate storage facilities, including feasibility of a joint facility with Eau Claire County will be prepared.

Existing city-owned property will be inventoried and a report and recommendation will be presented by May 1, 2009 regarding the potential sale or disposal of excess property.

Proposed Development Review fees were referred to the Plan Commission for recommendation.

**For the Future**

The City faces the immediate challenge in 2009 of determining additional reductions in services and operations to offset the one-time use of transitional reserves. The downturn in the national economy and the exacerbated State budget deficiencies will result in further budget shortfalls and service reductions for 2010 at the local level. The City is strategically positioned financially to phase-in operational and organizational changes to prepare for service changes in 2010, but the initiatives must be undertaken in 2009. In the meantime, the City will make every effort to deliver services as effectively and efficiently as possible.

Respectfully submitted,



Mike Huggins  
City Manager



# City of Eau Claire

## City Manager's Budget Message

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### **BUDGETING FOR SUSTAINABLE GOVERNMENT**

Submitted for your consideration is the City Manager's Recommended Budget for the 2009 Fiscal Year.

#### **2009 Budget Theme**

The underlying theme for the Recommended 2009 Budget is strategic budgeting for sustainable government: How does the City meet the community's needs for public services in 2009 without compromising the City's ability to provide public services in future years for future generations?

A guiding principle in formulating this year's budget was to ensure the City's ability to continue to meet the needs of existing and future residents for essential public services while balancing the City's revenues and expenditures. Key long-term objectives for the 2009 Recommended Budget include:

#### **Providing quality public services**

The City provides a broad range of public services, all of which may be categorized as either Tier I or Tier II. Tier I services are core general government services that the City must provide and are essential for the basic health, safety, and general welfare of the community. Tier II are differentiated services that are offered at varying levels, may have alternative funding sources, and that residents exercise individual choice whether and to what extent to use the services. The Recommended Budget ensures the continued provision of core public services and that all services that are provided will be done so in a timely, equitable, and fiscally responsible manner.

#### **Ensuring needed infrastructure investment**

The Recommended Budget provides for critical investment in the long-term public infrastructure and facilities needs of the community, including streets, water and sewer infrastructure, and recreational facilities. Major projects for 2009 include the City's share of the Business 53 reconstruction, the Hobb's renovation, and an emphasis on arterial street reconstruction.

#### **Retaining excellent financial integrity**

The City continues to achieve a balanced budget for the 2009 annual Program of Services while also seeing to the long-term financial planning needs of the City through multi-year strategic budgeting, systematic replacement of assets, and the use of transitional reserves. As in prior budget years, the transitional reserves are used to manage organizational changes and address unexpected circumstances and fluctuations in the City's external financial environment.

# City of Eau Claire 2009 Adopted Program of Services

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## **2008 Budget Recap**

In 2008, the chief budget challenge confronting the City was the State imposed levy restriction that limited the City's General Fund tax levy support for public services to a 2% increase. The projected funding shortfall addressed in the 2008 budget was \$1,222,100. In overcoming this shortfall, the 2008 Adopted Budget highlighted three operational and budgeting strategies: (1) implementing regional EMS to improve the overall quality of emergency medical care in the metropolitan area, while generating additional revenue through the use of existing resources; (2) creating a users consortium to generate shared funding for the renovation of the City's Hobbs Ice Arena facility; and (3) implementing changes in the City's employee health insurance and wellness program.

The regional EMS program was initiated in March 2008 and now includes service and revenue agreements between the City and 11 adjoining jurisdictions. The regional program also includes multi-year agreements with Luther Hospital, Sacred Heart Hospital and Marshfield Clinic for 2009 contributions to the City of \$157,500 for support of the program. Operation of the total EMS program in 2009 is projected to generate an additional \$340,000 in revenue.

Over the past year, the City has worked with the major stakeholders and users of the Hobbs Ice Arena to form a Hobbs Consortium, which has committed to contribute joint funding for a \$6 million renovation of the aging 35-year-old City facility. The consortium efforts will move the operation of the facility toward the goal of zero annual subsidies for operations from the City's General Fund.

Working with City employee unions and representation groups, the City implemented a new health insurance and wellness program mid-year in 2007. The program resulted in a reduction of health care insurance increases from 56% in 2007 to 20% for 2008, and to a projected 12% for 2009. The program also reduced consumer usage of the health care system, improved employee health as measured by actual bio-metric assessments of employees, and resulted in a \$249,000 reduction in the high-deductible premiums previously paid by the City as part of the annual health care insurance costs.

## **2009 Budget Challenge**

For 2009, the State levy restriction continues to be a fundamental budget challenge for the City. The estimated 2009 budget shortfall was based on a predicted gap between stagnant City revenues and the increased costs of fuel, utilities, and personnel services. As work on the budget progressed, additional funding issues developed. One of the most significant problems was the unexpected 22% increase in the General Fund subsidy for Transit, necessitated by the rising costs for fuel and paratransit services, combined with decreasing state and federal aids. Work on the budget is an ongoing process, with revenue and expenditure estimates changing as new information is received.

Resolving the shortfall for 2009 has been a tight balancing act between reducing expenditures and raising non-tax forms of revenue, maintaining services while keeping the costs affordable for the users, improving operational efficiencies and identifying appropriate funding sources. The shortfall has been resolved on a nearly 50-50 basis between expenditure reductions and revenue increases.

# City of Eau Claire 2009 Adopted Program of Services

## Resolving the Projected 2009 Shortfall

<b>Initial Projected Shortfall</b>	<b>\$ (2,000,000)</b>
<b>Additional Expenditure Increases:</b>	
Transit Increase (over 4% est.)	(268,000)
Additional Budget Requests	(200,000)
<b>Revised Shortfall</b>	<b><u><u>\$ (2,468,000)</u></u></b>
<b>Budget Adjustments:</b>	
Health Insurance (Decrease)	\$ 357,000
Health Deductible (Decrease)	249,000
Vehicle Registration Fee (New)	430,000
Special Assessment Subsidy (Decrease)	375,000
Ambulance Fees (Increase)	340,000
Prior Pension Payments From Other Funds (New)	147,000
Position Changes (Decrease)	125,000
Utility Reductions (Decrease)	124,000
Licenses, Permits, Fines (Increase)	121,000
State Aids (Increase)	109,000
Miscellaneous Other Adjustments (.1%) (Inc/Dec)	91,000
<b>Total Budget Adjustments</b>	<b><u><u>\$ 2,468,000</u></u></b>

### **Key Budget Provisions**

The Recommended 2009 Program of Services continues the operational initiatives launched in 2008 and looks toward additional efforts to increase operational effectiveness and efficiency through continuous work process improvement and expanded use of performance outcome measurements. Additional operational strategies in 2009 will include working toward an integrated City/County land records information system and implementation of energy and green technology initiatives to reduce the City's energy costs and move both City government and the broader community toward achieving critical sustainability objectives. The following information describes key elements of the 2009 Recommended Budget:

### **Expenditure Adjustments**

Changes in our health insurances practices over the past few years have resulted in premium and deductible savings of over \$600,000 from the original estimates. Health insurance for 2009 is budgeted at a 12% increase rather than 20% experienced in the previous year. Based on prior-year trends, deductible allowances have been reduced from usage estimates of 60% to 49%. The improved outlook for health insurance costs affects not only 2009 but rolls forward to future years.

In prior years, the General Fund has subsidized debt service to cover potential shortfalls in special assessments. The \$375,000 subsidy has been eliminated. Should a shortfall occur in a future year, the levy may be raised at that time. Other expenditure savings include changes in staffing and reduced utility estimates.

### **Revenue Adjustments**

The Recommended Program of Services includes a proposed vehicle registration fee, commonly known as a wheel tax. The fee will help support the \$2.9 million operating cost of maintaining the City's streets. The per vehicle fee of \$10 is expected to generate about

## City of Eau Claire 2009 Adopted Program of Services

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\$430,000 in 2009. This fee is vital to balancing the budget as an ongoing source of revenue that may be applied to a budget sector that has increased 11% from last year, reflecting higher costs of labor, materials, and construction contracts. A similar fee has been introduced for Eau Claire County for vehicles registered outside of the City corporate boundaries.

Ambulance revenues are projected to increase by \$340,000 due to rate increases and the implementation of the regional service. Other revenue increases include prior-period pension reimbursements from other funds totaling \$147,000, expected State aid increases of \$109,000, and miscellaneous local revenue increases of \$212,000. One new local revenue is a proposed development agreement review fee. The proposed fee will recover the costs of engineering review for drainage issues. At 1% of the cost of the development, the fee is expected to generate \$25,000 per year.



### **Tax Levy Impact**

In balancing the budget, we fully utilized the statutorily permitted levy increase of 2% for the operations of the General Fund, the Library, and the Health Department. In addition, the Recommended Budget includes a levy component for debt service increases over 2008 payments. The debt service increases include payments for the prior service pension costs, street improvements, and other debt supported by the General Fund. The combined levy increase for the General Fund, Library, and Health Department, including debt, is 7%. Since the City experienced new growth of 2%, the tax rate increase is estimated at just under 5%, or about \$32 for the owner of a \$100,000 home.

### **Other Fees**

The Recommended 2009 Budget includes two additional fee proposals. The first is the incorporation of the proposed park fee into the Capital Improvement Plan to provide funding support for initial improvements in the Northwest and Southeast Community Parks. Each park will require an investment of about \$1 million for grading, landscaping, utilities and playgrounds. The park fees are based on the rationale that new residential construction generates demand for additional public park facilities and that such construction should contribute or buy-in to the level of parks supported by existing residential areas. Park fees collected in 2009 will be applied to the community park improvements in 2010. Without the fees, development of public facilities in these parks will be reduced or postponed.

The second proposal is for a 1% increase in the Room Tax, from 7% to 8%. The Chippewa Valley Convention and Visitors' Bureau (CVCVB) submitted the request with the stipulation that 70% of the additional 1% be allocated to CVCVB. The tax increase is expected to generate \$153,600 in 2009, shared between CVCVB and the City at \$107,500 and \$46,100, respectively. The City's share of the revenue will be applied to the Hobbs Ice Center. In total, Hobbs will receive \$92,300 from room tax revenues for debt service and bond issue costs for the consortium improvements.

### **Cost Increases**

When the initial budget projections were developed, it was apparent that the City's funds would be subject to significant cost increases in certain sectors, including utilities, fuel and chemicals. Those concerns are reflected in the Recommended Budget. The following table lists the citywide increases expected in 2009.

## City of Eau Claire 2009 Adopted Program of Services

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### Cost Increases

	<u>2008</u>	<u>2009</u>	<u>Increase</u>	<u>% Increase</u>
Electricity	\$ 2,067,500	\$ 2,322,700	\$ 255,200	12%
Natural Gas	449,700	500,300	50,600	11%
Gasoline	409,800	548,500	138,700	34%
Diesel	877,400	1,223,000	345,600	39%
Garbage	156,300	170,100	13,800	9%
Chemicals	639,800	824,500	184,700	29%

Due to these increases, the Budget includes proposed rate increases for the Transit, Sewer, and Storm Water Funds. The proposed Transit rate increase is .25 per ride, from \$1.25 to \$1.50. That change will result in the paratransit co-pay amount increasing from \$2.50 to \$3.00. The Sewer Utility rate increase is 7%, reflecting a combination of 2% for operational increases and 5% to position the utility for the \$37 million plant renovation beginning in 2012. The Storm Water fee is increasing from \$62 to \$68 per ERU per year, or \$1.50 per quarter, to cover the debt service on the storm water bonds. A Public Service Commission (PSC) rate case was authorized for the Water Utility in the 2008 budget. The PSC's rate recommendation should be available in the late fall.

#### **Service Reductions**

Four years of State levy limits have taken their toll on the City's capacity to continue providing the same broad range of public services at the same level as has historically been provided in the community. In 2005, the City had fewer employees than it did in 1980. Yet, in the 25 years between 1980 and 2005, the total area of the community grew by 6 sq. miles, an increase of 22%; miles of streets increased 29%; Eau Claire's population grew by 25%; and the total tax base of the community grew 313%. Since the imposition of levy limits in 2005, the City has reduced eight positions in general government, parks and recreation, and public works, while adding two telecommunicator positions, a patrol officer and a crime analyst. In 2009, we are recommending a brief respite from the steady reduction of staffing and services and focusing on the solutions discussed above to balance the shortfall. In this Budget, there are only minimum staffing changes. A vacant ½ FTE building inspector position has been eliminated, a program supervisor in Parks and Recreation will be replaced by a seven-month seasonal position, the police property officer will no longer be a sworn position, and an equipment maintenance superintendent will be replaced by a service technician. The result of these changes is an estimated \$125,000 savings. The only new position proposed is a telecommunicator jointly funded by the County at 70% and the City at 30%.

#### **New Budget Format**

The City's Recommended Program of Services and supporting documents have a new look and format. The Budget document is one of many tools that can help align the overall mission and operation of the City with the City Council's strategic business plan. The new layout will enhance communication with the City Council and our citizens about service priorities, budget issues, and performance data. The Budget will also be available on the City's website to facilitate citizen input in the budget process.

## City of Eau Claire 2009 Adopted Program of Services

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### For the Future

After working through a \$2.46 million budget shortfall, it would be nice to say that we will have a three- to five-year window without any further budget issues. However, that is not the case. The 2009 Recommended Program of Services moves the City towards a more sustainable level of services with new revenues and improved health care cost projections, but the gap between expenditure increases and revenue increases is likely to grow. There are many factors that are difficult for the City to control, such as State funding, fuel and utility prices, investment returns, and construction costs. These factors make it problematical to project with certainty even the 2010 budget, and the short-term trend is not encouraging. The City will continue the tightrope act, balancing between raising new revenues and retrenching and downsizing services. In the meantime, we are taking the initiative to control our costs. Efforts will continue to be made to help employees deliver public services as efficiently and effectively as possible. A Green Team, an Employee Wellness Team, energy studies, reorganizations, consolidations, and intergovernmental cooperative agreements will all help move the City towards this goal.

The Legislature will reconvene for a new biennial budget in January 2009. We expect to see levy limits continue, but the level of permitted increase is unknown. Levy limits at 2% and little or no growth in State aids will result in the need to identify further revenue opportunities, to implement more significant service reductions, or consider a referendum for levy increases. These issues will occupy much of the City Council's time as we move from the 2009 budget to 2010 and future years.

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 2009 Program of Services and the 2009-2013 Capital Improvement Plan.

Respectfully submitted,



Mike Huggins  
City Manager



City of Eau Claire, Wisconsin

# *Adopted Program Of Services*

November 12, 2008



## *Introduction*

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City of Eau Claire

City Council

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*David Adler*



*David Duax*



*Thomas Vue*



*David Klinkhammer*



*Kerry Kincaid*



*Larry Balow*



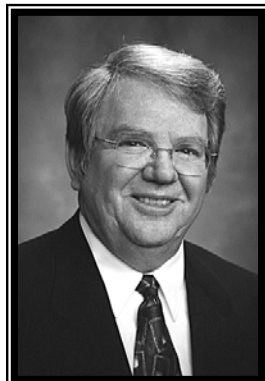
*Brandon Buchanan*



*Berlye Middleton*



*Thomas Kemp*



*Bob Von Haden*



*Jackie Pavelski*

City of Eau Claire, Wisconsin  
**Adopted Program  
of Services**  
November 12, 2008



## City of Eau Claire

### Executive Management Team

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City Manager ----- Mike Huggins  
Assistant City Manager ----- Dale Peters

#### Department Heads

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

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City of Eau Claire, Wisconsin

# *Adopted Program*

# *Of Services*

November 12, 2008



## *Overviews*

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# City of Eau Claire 2009 Adopted Program of Services

## General Fund Budget Comparison

Description	2008 Adopted	2009 Adopted	Percent Change	% of Total Budget	Comments
<b><u>Council/Executive Admin.</u></b>					
City Council	\$ 129,800	\$ 122,700	(5.5%)	0.10%	Legislative body of City government
City Manager	368,900	383,900	4.1%	0.30%	Overall management of City operations - <i>\$17,500 for prior pension costs for manager, elections, and IS</i>
City Clerk	72,800	74,600	2.5%	0.06%	Official record-keeping functions & supervises elections
Elections	-	185,600	N/A	0.15%	Administers City elections - <i>Transferred from Finance in 2008, only 2 elections in 2009</i>
Information Services	746,700	763,300	2.2%	0.61%	Design & support of technology systems
<b>Total Council/Executive Admin.</b>	<b>1,318,200</b>	<b>1,530,100</b>	<b>16.1%</b>	<b>1.21%</b>	
<b><u>Legal</u></b>	<b>471,300</b>	<b>468,300</b>	<b>(0.6%)</b>	<b>0.37%</b>	Legal counsel & advisor
<b><u>Finance</u></b>					
Finance Administration	290,400	332,600	14.5%	0.26%	Administers budgetary & financial policies of the City - <i>\$31,400 for share of pension liability for department</i>
Accounting & Budget	605,200	607,200	0.3%	0.48%	Accounting, accounts payable, budget & payroll
Assessing	570,600	577,800	1.3%	0.46%	City-wide assessment
Customer Services	691,800	702,600	1.6%	0.56%	Treasury, utility billing services, accounts receivable
Elections	302,100	-	(100.0%)	0.00%	Administers City elections - <i>Transferred to Clerk's office</i>
<b>Total Finance</b>	<b>2,460,100</b>	<b>2,220,200</b>	<b>(9.8%)</b>	<b>1.76%</b>	
<b><u>Human Resources</u></b>					
Human Resources	588,400	614,400	4.4%	0.49%	Labor relations, administration of employee insurance
Purchasing/Duplicating/Mail	224,700	223,200	(0.7%)	0.18%	City-wide purchasing, duplicating & mailroom functions
<b>Total Human Resources</b>	<b>813,100</b>	<b>837,600</b>	<b>3.0%</b>	<b>0.66%</b>	
<b><u>Development Services</u></b>					
Planning	508,900	518,400	1.9%	0.41%	Planning, site plan review, neighborhood services
Inspection	699,400	645,000	(7.8%)	0.51%	Building inspections, code enforcement, zoning - <i>1/2 inspection position eliminated in 2009</i>
<b>Total Development Services</b>	<b>1,208,300</b>	<b>1,163,400</b>	<b>(3.7%)</b>	<b>0.92%</b>	
<b><u>Public Works</u></b>					
Public Works Administration	240,400	337,900	40.6%	0.27%	Overall management of operations and utilities - <i>Reorganization in Admin, Engineering &amp; GIS</i>
Engineering	1,581,300	1,448,300	(8.4%)	1.15%	Project engineering, surveying, project management - <i>Reorganization in Admin, Engineering &amp; GIS</i>

## City of Eau Claire 2009 Adopted Program of Services

### General Fund Budget Comparison

Description	2008 Adopted	2009 Adopted	Percent Change	% of Total Budget	Comments
GIS Program Maintenance	\$ 29,800	\$ 129,100	333.2%	0.10%	Computer mapping system operations - <i>Reorganization in Admin, Engineering &amp; GIS</i>
Emergency Preparedness	7,800	7,800	0.0%	0.01%	Flood protection and other emergencies
Building Maintenance	717,100	770,700	7.5%	0.61%	Operations for City Hall, fire stations & park buildings - <i>Building rent and electricity increases</i>
General Street Maintenance	2,604,600	2,898,900	11.3%	2.30%	Street Maintenance/potholes/ patching/crack sealing/seal coating/ <i>Reallocation of wages, .5 FTE transferred from Parking Utility, equipment rental increases</i>
Off Street Maintenance	260,700	339,500	30.2%	0.27%	Weed control/turf maintenance/litter cleanup - <i>Reallocation of wages, health insurance, equipment rental</i>
Street Cleaning	700,200	773,100	10.4%	0.61%	City-wide street sweeping - <i>Equipment rental</i>
Snow & Ice Control-Street	1,285,500	1,165,700	(9.3%)	0.92%	City-wide snow removal - <i>Larger wage allocation to streets &amp; off street Maintenance</i>
Traffic Signs & Signals	391,300	495,000	26.5%	0.39%	Street lights/stop signs/street signs/ street markings - <i>\$20,000 for repairs to damaged street lights</i>
Street Lighting	772,200	817,500	5.9%	0.65%	Operating cost of City-wide street lights - <i>\$34,000 electricity increase</i>
<b>Total Public Works</b>	<b>8,590,900</b>	<b>9,183,500</b>	<b>6.9%</b>	<b>7.28%</b>	
<b><u>Parks &amp; Recreation &amp; Forestry</u></b>					
Parks & Rec Administration	353,100	394,800	11.8%	0.31%	Oversee operations of parks/recreation/ playgrounds/forestry - <i>\$47,500 increase for pension liability</i>
Park Maintenance	1,940,200	2,120,800	9.3%	1.68%	Mowing & other maintenance of City parks & playgrounds - <i>\$38,800 increase in equipment rental, reallocate wages from playgrounds</i>
Stadium & Ballfields	483,100	535,500	10.8%	0.42%	Maintenance costs of Carson Park & university fields - <i>\$16,600 increase in utilities</i>
Neighborhood Playgrounds	246,300	157,500	(36.1%)	0.12%	Operating costs of City playgrounds - <i>Reduce playground hours, reallocation to Parks Maintenance</i>
Chippewa Valley Museum	-	100	N/A	0.00%	Phone service for museum alarm system
Recreation Instruction	376,300	355,500	(5.5%)	0.28%	Adult & child recreational programs - <i>Replaced superintendent position with 7- month seasonal</i>
Athletics	167,800	160,600	(4.3%)	0.13%	Adult & child athletic programs

## City of Eau Claire 2009 Adopted Program of Services

### General Fund Budget Comparison

Description	2008 Adopted	2009 Adopted	Percent Change	% of Total Budget	Comments
Indoor Pool Operations	\$ 121,200	\$ 99,400	(18.0%)	0.08%	Operating costs of indoor pools at area schools - <i>Open swim hours reduced</i>
Neighborhood Centers	144,500	136,200	(5.7%)	0.11%	Operating costs for playgrounds & skating rinks
Softball	53,500	48,200	(9.9%)	0.04%	Operating costs for softball program
Special Community Programs	39,300	41,900	6.6%	0.03%	Operating costs for evening building supervisor/ Par-te-Rec program/museum guides
Forestry	470,800	486,300	3.3%	0.39%	Maintenance of City's urban forest
<b>Total Parks &amp; Recreation &amp; Forestry</b>	<b>4,396,100</b>	<b>4,536,800</b>	<b>3.2%</b>	<b>3.60%</b>	
<b><u>Police Department</u></b>					
Police Administration	548,700	779,400	42.0%	0.62%	Department-wide costs - <i>\$196,600 in pension liability costs</i>
Records/Special Services	1,340,000	1,402,600	4.7%	1.11%	Records division/ crime prevention/ safety & training
Training	89,300	91,000	1.9%	0.07%	Officer training courses
Patrol Services	7,490,200	7,730,800	3.2%	6.13%	Cost of uniformed patrol services - <i>\$75,000 increase for overtime</i>
Parking & Animal Control	344,700	359,800	4.4%	0.29%	Parking & animal enforcement
Detective Bureau	2,069,700	2,132,900	3.1%	1.69%	Investigation of crimes against person & property
Central Communications	1,768,400	1,762,400	(0.3%)	1.40%	Cost of operating communications center/ county pays 70% - <i>2008 budget included costs of 3 telecommunicators, only 2 were hired, third one added for partial year in 2009</i>
<b>Total Police Department</b>	<b>13,651,000</b>	<b>14,258,900</b>	<b>4.5%</b>	<b>11.30%</b>	
<b><u>Fire &amp; Rescue Department</u></b>					
Fire Administration	529,000	577,300	9.1%	0.46%	Oversees Fire & Rescue Department operations - <i>\$142,500 pension liability costs, reorganization</i>
Fire Operations	8,580,900	8,722,200	1.6%	6.91%	Operating costs for fire suppression/ ambulance & rescue
Prevention & Inspection	363,700	497,000	36.7%	0.39%	Operating costs for fire prevention & inspection - <i>Reorganization, division chief charged to inspections</i>
<b>Total Fire &amp; Rescue Department</b>	<b>9,473,600</b>	<b>9,796,500</b>	<b>3.4%</b>	<b>7.77%</b>	
<b><u>Non-Departmental</u></b>					
Insurance & Retirement	1,215,100	1,302,300	7.2%	1.03%	Retiree health insurance
Contributions & Other Payments	984,425	403,800	(5.9%)	0.32%	Payments to PACT, Senior Central, contingency - <i>\$539,300 reduction for pension offset</i>
General Fund Transfers	6,740,175	8,441,600	25.2%	6.69%	Transfers to debt service, subsidies, CIP
<b>Total Non-Departmental</b>	<b>8,939,700</b>	<b>10,147,700</b>	<b>13.5%</b>	<b>8.04%</b>	
<b>Total General Fund</b>	<b>51,322,300</b>	<b>54,143,000</b>	<b>5.5%</b>	<b>42.92%</b>	

## City of Eau Claire 2009 Adopted Program of Services

### Other Funds Budget Comparison

Description	2008 Adopted	2009 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	5,000	-	-100.00%	0.00%	Promotes the Chippewa Valley - <i>Momentum recinded their 2009 funding request</i>
Transfer to DECI	85,000	85,000	0.00%	0.07%	Support for downtown Eau Claire activities
Commercial Rental Properties	56,500	59,200	4.78%	0.05%	Davey Street property lease account
Other	419,000	426,000	1.67%	0.34%	Operations/wages for Economic Dev
<b>Total Economic Development</b>	<b>667,600</b>	<b>672,300</b>	<b>0.70%</b>	<b>0.53%</b>	
<b><u>Community Enhancement Fund</u></b>					
Payment to Convention Bureau	537,500	661,300	23.03%	0.52%	Operating cost funding (contractual agreement for 54.4%) - <i>1% increase in room tax with 70% allocation to CVCVB</i>
Payment to Convention Bureau - Special Events	31,000	31,000	0.00%	0.02%	Funding for special events
Payment to Regional Arts Council	95,235	95,200	-0.04%	0.08%	Primarily debt service for State Regional Arts
Payment to Chippewa Valley Museum	58,800	58,800	0.00%	0.05%	Operating costs
Payment to Children's Museum	2,415	2,400	-0.62%	0.00%	Operating costs
Payment to Paul Bunyan Camp	34,230	34,200	-0.09%	0.03%	Camp operations
Payment to Other Organizations	15,495	14,400	-7.07%	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	150,000	0.00%	0.12%	Park improvements
Transfer to Hobbs Capital Projects	48,600	48,000	-1.23%	0.04%	Facility improvements and debt issue costs
Transfer to Hobbs Ice Center Operations	-	44,300	N/A	0.04%	Reduce General Fund support for Hobbs debt service
Other	2,000	2,000	0.00%	0.00%	Auditing, computer service charges
<b>Total Community Enhancement Fund</b>	<b>1,075,275</b>	<b>1,241,600</b>	<b>15.47%</b>	<b>0.98%</b>	
<b><u>Downtown Eau Claire Inc.</u></b>	<b>143,000</b>	<b>153,300</b>	<b>7.20%</b>	<b>0.12%</b>	EDF funding of \$85,000, Downtown BID funding of \$28,500, N Barstow BID funding of \$6,000, Water St BID \$2,500 Fund Balance funding of \$31,300
<b><u>Cemetery Maintenance</u></b>	<b>432,800</b>	<b>466,100</b>	<b>7.69%</b>	<b>0.37%</b>	Lakeview & Forest Hill cemeteries - <i>\$31,300 for spigots, \$3,700 pensions, \$10,000 equipment rental</i>
<b><u>Hazardous Materials Response</u></b>	<b>226,100</b>	<b>258,400</b>	<b>14.29%</b>	<b>0.20%</b>	Contract with State for multi-county response - <i>\$22,600 capital equipment</i>
<b><u>L.E. Phillips Memorial Library</u></b>					
Library Operations	3,622,000	3,913,900	8.06%	3.10%	Property tax support \$2,825,000, Eau Claire County \$527,800, Indianhead Federated Library System \$126,600, Act 420 revenue \$222,800
Library Building Maintenance	253,400	251,700	-0.67%	0.20%	Janitorial and maintenance services
<b>Total L.E. Phillips Memorial Library</b>	<b>3,875,400</b>	<b>4,165,600</b>	<b>7.49%</b>	<b>3.30%</b>	
<b><u>City/County Health Department</u></b>					
Administration	714,200	752,700	5.39%	0.60%	Support for Health Dept operations, building rent, training - <i>\$33,800 retiree health ins</i>

## City of Eau Claire 2009 Adopted Program of Services

### Other Funds Budget Comparison

Description	2008 Adopted	2009 Adopted	Percent Change	% of Total Budget	Comments
Educator	\$ 88,200	\$ 91,300	3.51%	0.07%	Health education programs
Nursing	1,397,000	1,421,800	1.78%	1.13%	Immunization clinics, nutrition, family planning, AIDS counseling
Environmental Health	1,031,000	1,080,500	4.80%	0.86%	Prevention of communicable diseases, food & water testing, vaccinations
Grant Programs	1,164,800	1,222,700	4.97%	0.97%	Federal and State programs
Housing Code Compliance	53,300	61,800	15.95%	0.05%	Housing inspections
<b>Total City-County Health</b>	<b>4,448,500</b>	<b>4,630,800</b>	<b>4.10%</b>	<b>3.67%</b>	
<b><u>Community Development Block Grant</u></b>	<b>905,300</b>	<b>882,500</b>	<b>-3%</b>	<b>0.70%</b>	General Obligation Debt - <i>Pension debt \$615,500</i>
<b><u>Debt Service Fund</u></b>	<b>5,246,000</b>	<b>6,294,600</b>	<b>19.99%</b>	<b>4.99%</b>	General Obligation Debt - <i>Pension debt \$615,500</i>
<b><u>Debt Service - TIF #4</u></b>	<b>246,800</b>	-	<i>N/A</i>	<b>0.00%</b>	TIF #4 debt service paid in full in 2008
<b><u>Debt Service - TIF #6</u></b>	<b>135,500</b>	<b>124,500</b>	<b>-8.12%</b>	<b>0.10%</b>	Ongoing debt service for TIF #6
<b><u>Debt Service - TIF #7</u></b>	-	<b>165,900</b>	<i>N/A</i>	<b>0.13%</b>	Ongoing debt service for TIF #7
<b><u>Water Utility</u></b>					
Property Tax Equivalent	1,150,000	1,174,000	2.09%	0.93%	Provides support for General Fund operations
M & J Work	20,600	19,700	-4.37%	0.02%	Mechanical improvements
Wells Operations	63,800	70,600	10.66%	0.06%	15 wells, 6 booster stations
Pumping Operations	981,200	1,032,800	5.26%	0.82%	Over 25,000 customer, 3.4 billion gallons pumped - <i>Increase of \$13,200 for utilities</i>
Treatment Operations	605,700	684,600	13.03%	0.54%	Water Treatment Plant staff, chemicals, electricity - <i>Increase of \$50,000 for chemicals</i>
Transmission & Distribution	1,011,200	1,064,300	5.25%	0.84%	366 miles of water main, 6 towers & reservoirs
Customer Accounts	391,600	377,500	-3.60%	0.30%	106,000 bills mailed annually - <i>Self read cards no longer needed, saving \$22,600</i>
Administration	343,800	405,500	17.95%	0.32%	Administration salaries, insurance
Non-Operating	714,300	714,900	0.08%	0.57%	Debt service, interest
Capital	508,600	527,000	3.62%	0.42%	Wages for system improvements & administrative charges
<b>Total Water Utility</b>	<b>5,790,800</b>	<b>6,070,900</b>	<b>4.84%</b>	<b>4.81%</b>	
<b><u>Sewer Utility</u></b>					
Wastewater Treatment	2,571,200	3,023,600	17.59%	2.40%	Over 24,000 customers, 2.2 billion gallons treated - <i>Reallocation of wages in sewer programs</i>
Sanitary Sewer Maintenance	1,059,500	942,400	-11.05%	0.75%	319 miles of sewer main, 25 pump stations - <i>Reallocation of wages in sewer programs</i>
Interceptor Sewer Maintenance	62,700	78,500	25.20%	0.06%	Altoona & Town of Washington collection lines - <i>Increase of \$15,800 in utilities</i>
Industrial Pretreatment	60,900	55,400	-9.03%	0.04%	Industrial discharge permits
Sanitary Sewer General Operating	1,106,600	945,100	-14.59%	0.75%	Interest, billing costs, administrative charges - <i>Transfer of \$200,000 to CESA in 2008 for sludge injector vehicle</i>
<b>Total Sewer Utility</b>	<b>4,860,900</b>	<b>5,045,000</b>	<b>3.79%</b>	<b>4.00%</b>	

## City of Eau Claire 2009 Adopted Program of Services

### Other Funds Budget Comparison

Description	2008 Adopted	2009 Adopted	Percent Change	% of Total Budget	Comments
<b><u>Storm Water Management</u></b>	\$ 2,482,600	\$ 2,586,300	4.18%	2.05%	6 major drainage basins, 220 miles storm sewer, 46 detention facilities, 143 outfalls
<b><u>Parking Utility</u></b>					
Parking Ramps & Other Parking Areas	217,600	227,600	4.60%	0.18%	2 ramps-539 spaces, 11 lots-682 spaces, parking meter maintenance - \$29,000 transition costs
<b><u>Public Transit</u></b>					
Bus Operations	1,732,000	1,838,800	6.17%	1.46%	Wages for bus drivers
Shop Operations	1,181,700	1,324,500	12.08%	1.05%	Fuel, repair parts - <i>Increase \$69,300 for fuel</i>
Public Transit Administration	1,900,200	2,233,300	17.53%	1.77%	Para-transit costs 61% of administrative budget - <i>\$272,900 increase for para-transit</i>
<b>Total Public Transit</b>	<b>4,813,900</b>	<b>5,396,600</b>	<b>12.10%</b>	<b>4.28%</b>	
<b><u>Hobbs Municipal Ice Center</u></b>	<b>529,200</b>	<b>800,100</b>	<b>51.19%</b>	<b>0.63%</b>	Operating costs for 2 indoor rinks, 1 outdoor rink - <i>\$80,000 implementation reserve removed, \$165,000 debt service</i>
<b><u>Fairfax Municipal Pool</u></b>	<b>338,800</b>	<b>355,900</b>	<b>5.05%</b>	<b>0.28%</b>	Attendance for 2007 approximately 51,600 - <i>Increase \$13,600 for utilities</i>
<b><u>Risk Management</u></b>	<b>3,001,900</b>	<b>2,920,500</b>	<b>-2.71%</b>	<b>2.32%</b>	Workers Compensation claims, WMMIC
<b><u>Central Equipment</u></b>					
Direct Expenses	1,502,900	1,848,800	23.02%	1.47%	Wages, fuel & supplies for equipment maintenance - <i>Increase of \$135,000 gas, increase \$244,000 diesel</i>
Shop Operations	200,900	190,900	-4.98%	0.15%	Inventory, small tools
Overhead	358,100	409,700	14.41%	0.32%	Insurance, computer charges and other indirect expenses
Building Maintenance - CMF	272,200	322,200	18.37%	0.26%	Building and grounds - <i>Increase of \$18,500 for utilities</i>
Building Maintenance - Parks & Forestry	85,000	87,300	2.71%	0.07%	Building and grounds
Central Radio Equipment	41,800	41,500	-0.72%	0.03%	Maintenance on radio communication equipment
<b>Total Central Equipment</b>	<b>2,460,900</b>	<b>2,900,400</b>	<b>17.86%</b>	<b>2.30%</b>	
<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>Redevelopment Authority</u></b>	<b>14,900</b>	<b>14,900</b>	<b>0.00%</b>	<b>0.01%</b>	Operating costs
<b><u>Downtown BID #1</u></b>	<b>85,000</b>	<b>85,000</b>	<b>0.00%</b>	<b>0.07%</b>	Self budgeted by BID
<b><u>West Grand BID #2</u></b>	<b>13,000</b>	<b>13,200</b>	<b>1.54%</b>	<b>0.01%</b>	Self budgeted by BID
<b><u>Water Street BID #3</u></b>	<b>9,500</b>	<b>14,500</b>	<b>52.63%</b>	<b>0.01%</b>	Self budgeted by BID - <i>\$5,000 for river take-out area at end of 5th Avenue</i>
<b><u>North Barstow BID #4</u></b>	<b>48,000</b>	<b>48,000</b>	<b>0.00%</b>	<b>0.04%</b>	Self budgeted by BID
<b>Total Other Fund</b>	<b>42,219,275</b>	<b>45,684,500</b>	<b>8.21%</b>	<b>36.22%</b>	

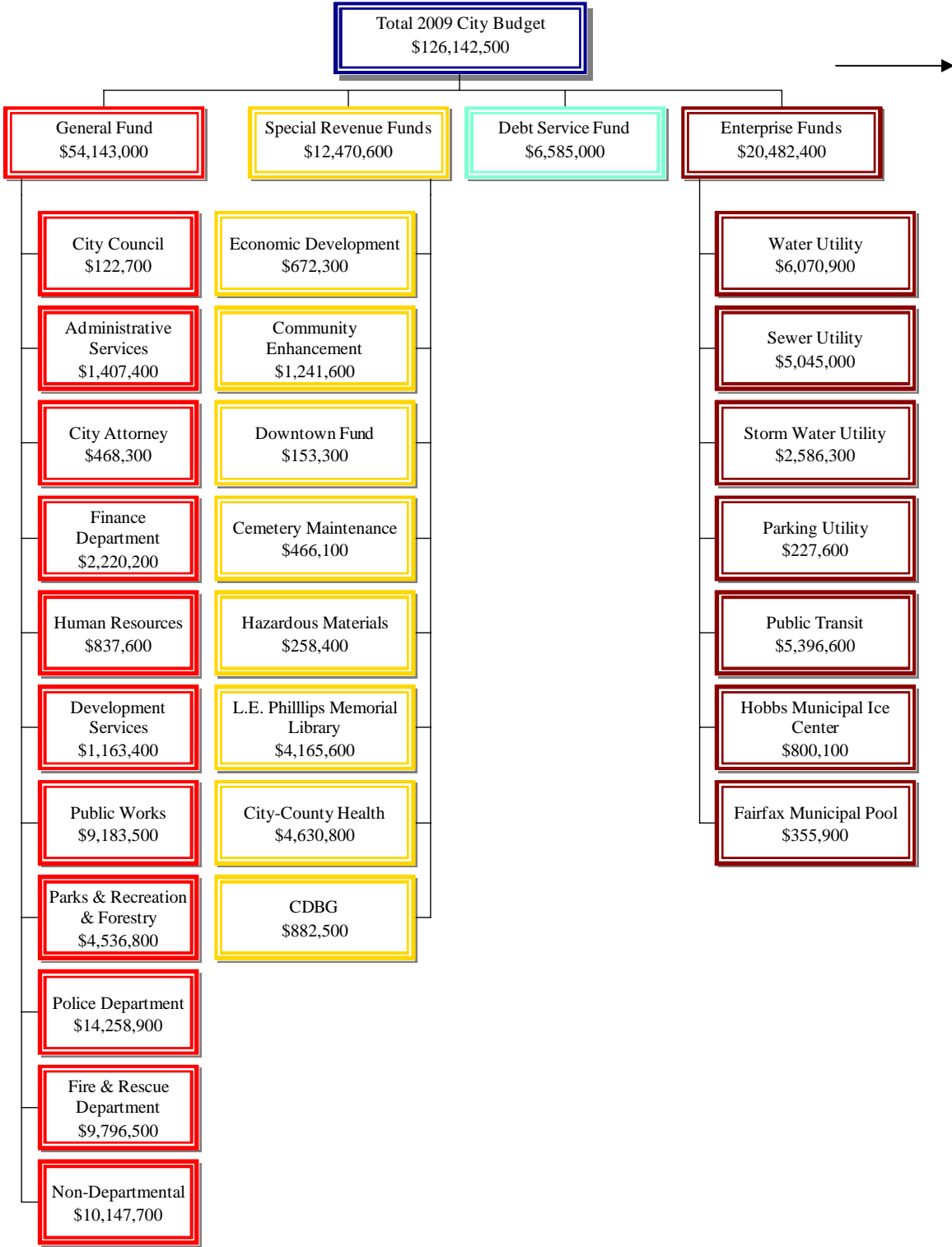
## City of Eau Claire 2009 Adopted Program of Services

### Capital Fund Budget Comparison

Description	2008 Adopted	2009 Adopted	Percent Change	% of Total Budget	Comments
<b>Capital Projects</b>					
Water	\$ 1,930,000	\$ 2,300,000	19%	1.82%	Main & meter replacement, BUS 53 reconstruction, tank & reservoir painting
Sewer	2,730,000	3,200,000	17%	2.54%	Main & meter replacement, BUS 53 reconstruction, Northeast Interceptor Sewer
Parking	100,000	100,000	0%	0.08%	Parking ramp renovations
Transit	35,000	50,000	43%	0.04%	Bus surveillance equipment
Hobbs Municipal Ice Center	498,600	5,648,000	1033%	4.48%	Ice center major renovations
Fairfax Municipal Pool	45,000	45,000	0%	0.04%	Facility Improvements
Central Equipment	2,205,700	1,555,800	-29%	1.23%	Vehicle & ambulance replacements, automated vehicle locating system
Environmental Improvements	95,000	95,000	0%	0.08%	Landfill & environmental projects
Land, Buildings & Equipment	1,808,500	2,576,800	42%	2.04%	Acquisition, MIS, building maintenance, equipment, City Hall HVAC, public safety facility - \$1,000 added by council action for fire bell project.
Street Improvements	5,950,000	6,360,000	7%	5.04%	Street repair, BUS 53 reconstruction, Barstow Street
Storm Water Improvements	1,850,000	1,850,000	0%	1.47%	City-wide, West MacArthur, Highland Avenue
Bridge Improvements	200,000	100,000	-50%	0.08%	Bridge maintenance
Parks & Recreation Improvements	780,000	390,000	-50%	0.31%	Park development, Rod & Gun Park
TIDS	1,345,700	1,411,500	5%	1.12%	Redevelopment projects & debt service
Library Improvements	2,937,300	348,200	-88%	0.28%	Building & technology improvements
Redevelopment Authority	225,000	284,700	27%	0.23%	Urban renewal projects
<b>Total Capital Projects</b>	<b>22,735,800</b>	<b>26,315,000</b>	<b>16%</b>	<b>20.87%</b>	
<b>Grand Total - All Funds</b>	<b>\$ 116,277,375</b>	<b>\$ 126,142,500</b>	<b>8%</b>	<b>100%</b>	

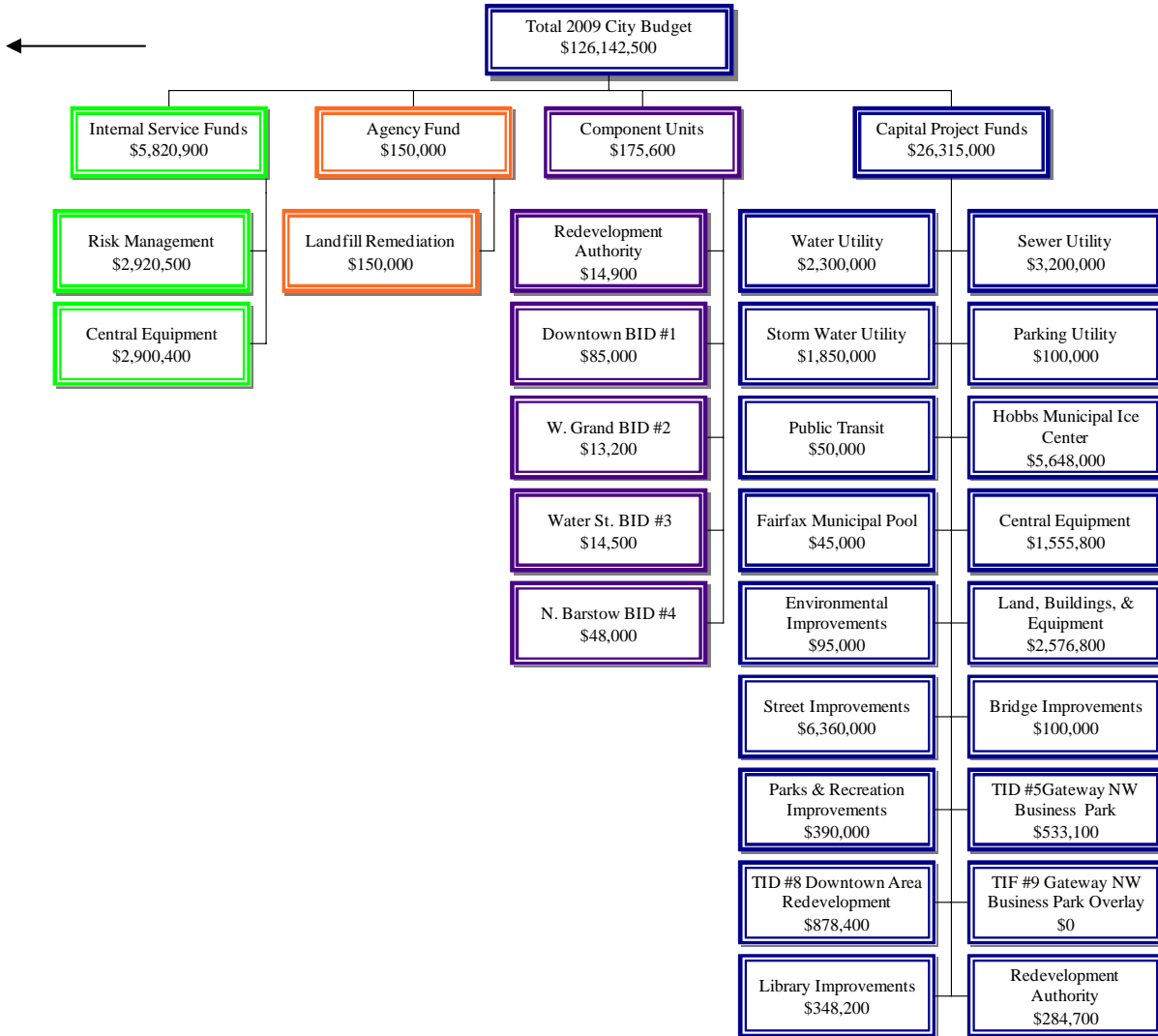
City of Eau Claire

Financial Organizational Chart





# City of Eau Claire 2009 Adopted Program of Services





# City of Eau Claire

## Tax Overview

EQUALIZED VALUE RATIO		
	<u>2008</u>	<u>2009</u>
Eau Claire County	104.25%	103.00%
Chippewa County	103.31%	102.02%

CHANGE IN PROPERTY VALUATIONS			
<u>Property in City of Eau Claire (w/o TIDs)</u>	<u>2008</u>	<u>2009</u>	<u>% Change</u>
Equalized Value (000's)	\$ 4,055,778	\$ 4,195,913	3.46%
Assessed Value (000's)	4,223,671	4,320,570	2.29%

TAX LEVIES AND RATES				
	<u>2008</u>		<u>2009</u>	
	<u>Levy</u>	<u>Rate*</u>	<u>Levy</u>	<u>Rate *</u>
<b>Levied by City Government:</b>				
City of Eau Claire	\$ 24,380,000	5.767	\$ 26,300,700	6.084
Public Library	2,757,900	0.652	2,825,000	0.653
City-County Health	1,608,600	0.380	1,656,500	0.383
Total City Government	<u>28,746,500</u>	<u>6.799</u>	<u>30,782,200</u>	<u>7.120</u>
<b>Levied by Other Taxing Entities:</b>				
Eau Claire Area School District	36,934,222	8.774	37,511,309	8.714
CVTC	6,386,878	1.511	6,638,734	1.536
Eau Claire County	13,596,372	3.338	13,824,281	3.316
State Forestry	670,401	0.163	694,761	0.165
Total Other Entities	<u>57,587,873</u>	<u>13.786</u>	<u>58,669,085</u>	<u>13.731</u>
Gross Tax Rate	86,334,373	20.585	89,451,285	20.850
Less State School Tax Credit	<u>(6,650,452)</u>	<u>(1.615)</u>	<u>(6,876,586)</u>	<u>(1.630)</u>
Net Tax Rate - All Taxing Entities	<u>\$ 79,683,921</u>	<u>18.970</u>	<u>\$ 82,574,699</u>	<u>19.220</u>

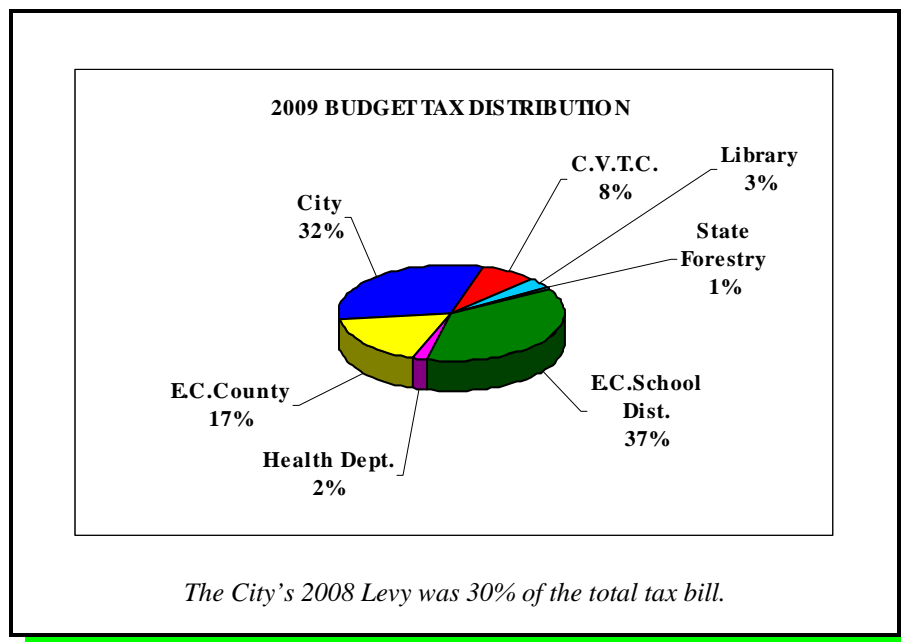
*\*Eau Claire Co/Eau Claire School Rate*

# City of Eau Claire 2009 Adopted Program of Services

CITY / LIBRARY / HEALTH	
	<u>% Increase</u>
Combined Levy Increase	7.11%
Combined Tax Rate Increase	4.69%
<p><i>Due to new growth in the community, the tax rate increase will be about 2% less than the levy increase.</i></p>	

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
Cell Phone	500 - 600
Cable / Internet	600 - 1,200
City / Library / Health	712

TAXES PER \$100,000 HOME				
	<u>2008</u>	<u>2009</u>	<u>Inc.</u>	<u>%</u>
<b>Collected for City Government:</b>				
City of Eau Claire	\$ 577	\$ 608	\$ 31	5.4%
Public Library	65	65	0	0.5%
City-County Health	38	38	0	0.8%
<b>Total City Government</b>	<b>\$ 680</b>	<b>\$ 712</b>	<b>\$ 32</b>	<b>4.7%</b>





# 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 2009, there are 25 operating funds with a combined expenditure budget of \$99,827,500. In addition to the appropriation for operating needs, \$26,315,000 is budgeted for construction of capital facilities such as streets, storm sewers, and utilities. The 2009 appropriation for all City funds combined is \$126,142,500.

### EXPENDITURE HIGHLIGHTS

The recommended expenditure levels in the 2009 Program of Services and the 2009-2013 Capital Improvement Plan reflect an effort to maintain quality service and to meet the City's infrastructure requirements while minimizing the tax rate impact. The following schedule compares expenditures by fund.

*Summary of Operating Expenditures by Fund*

	<b>2008 Adopted Budget</b>	<b>2009 Adopted Budget</b>	<b>% Change</b>
General Fund	\$ 51,322,300	\$ 54,143,000	5.5%
Economic Development	667,600	672,300	0.7%
Community Enhancement	1,075,275	1,241,600	15.5%
Downtown Fund	143,000	153,300	7.2%
Cemetery Maintenance	432,800	466,100	7.7%
Hazardous Materials Response	226,100	258,400	14.3%
L.E. Phillips Memorial Library	3,875,400	4,165,600	7.5%
City-County Health	4,448,500	4,630,800	4.1%
Community Development Block Grant	905,300	882,500	(2.5%)
Debt Service	5,628,300	6,585,000	17.0%
Water Utility	5,790,800	6,070,900	4.8%
Sewer Utility	4,860,900	5,045,000	3.8%
Storm Water Management	2,482,600	2,586,300	4.2%
Parking Utility	217,600	227,600	4.6%
Public Transit	4,813,900	5,396,600	12.1%
Hobbs Municipal Ice Center	529,200	800,100	51.2%
Fairfax Municipal Pool	338,800	355,900	5.0%
Risk Management	3,001,900	2,920,500	(2.7%)
Central Equipment	2,460,900	2,900,400	17.9%
Landfill Remediation	150,000	150,000	0.0%
Redevelopment Authority	14,900	14,900	0.0%
Downtown Business District	85,000	85,000	0.0%
West Grand Business District	13,000	13,200	1.5%
Water Street Business District	9,500	14,500	52.6%
N. Barstow/Medical Business District	48,000	48,000	0.0%
<b>Total Operating Expenditures</b>	<b><u>\$ 93,541,575</u></b>	<b><u>\$ 99,827,500</u></b>	<b>6.7%</b>

## City of Eau Claire 2009 Adopted Program of Services

### GENERAL FUND

The General Fund is the largest of the City's operating funds and equals 54% of total operating fund expenditures. The 2009 General Fund increase is 5.5% as shown below. The General Fund includes the major City services of police, fire, 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

	2008 Adopted	2009 Adopted	\$ Change	% Change
Wages	\$ 27,777,700	\$ 28,166,000	\$ 388,300	1.4%
Health Insurance	7,433,000	7,448,200	15,200	0.2%
Office Supplies / Publication Costs	323,700	319,800	(3,900)	(1.2%)
Computer Service Charges	350,100	359,200	9,100	2.6%
Utilities	1,441,000	1,566,300	125,300	8.7%
Equipment Rental	2,182,300	2,686,900	504,600	23.1%
Uniforms	92,800	94,500	1,700	1.8%
Building Rental	331,700	385,600	53,900	16.2%
Street Maintenance Materials	342,500	379,800	37,300	10.9%
Other Material & Supplies	602,500	622,500	20,000	3.3%
Repairs to Buildings & Equipment	271,900	293,600	21,700	8.0%
Construction Contracts	435,700	445,000	9,300	2.1%
Training - All Departments	203,200	220,000	16,800	8.3%
Insurance	504,100	472,500	(31,600)	(6.3%)
Debt Service	3,526,700	4,337,800	811,100	23.0%
Transfer to CIP	1,567,200	2,142,700	575,500	36.7%
Operating Subsidies	1,646,275	1,961,100	314,825	19.1%
Outside Organization Funding	307,900	292,900	(15,000)	(4.9%)
Equipment	30,000	22,400	(7,600)	(25.3%)
All Other Costs	1,751,500	1,698,200	(53,300)	(3.0%)
Contingency	200,525	228,000	27,475	13.7%
<b>Total General Fund</b>	<b>\$ 51,322,300</b>	<b>\$ 54,143,000</b>	<b>\$ 2,820,700</b>	<b>5.5%</b>

### WAGES AND BENEFITS - \$35,614,200

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 1.15%. The low percentage increase is reflective of a reduction in Wisconsin Retirement System costs for prior years' pensions, a reduction in election costs for a non-presidential year, and a lower projection of deductible costs for health insurance.

## City of Eau Claire 2009 Adopted Program of Services

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### **OFFICE SUPPLIES/PUBLICATION COSTS - \$319,800**

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 - \$359,200**

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 - \$1,566,300**

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. Electrical costs are budgeted at a 9.2% increase, reflecting projected rate increases.

### **EQUIPMENT RENTAL - \$2,686,900**

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 23.1% increase for equipment rental reflects the higher costs of fuel and replacements.

### **UNIFORMS - \$94,500**

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

### **BUILDING RENTAL - \$385,600**

Building rental charges include expenses for the cost of office space in the Central Maintenance Facility, election sites, the Police Department and the Communication Center. In 2009, the rental expense for the Police Department has been increased by \$17,000 to accommodate the number of vehicles that must be stored for evidential purposes. Other rent has been increased by \$15,000 to permit the transfer of non-digitized records from cold storage to a climate-controlled environment.

### **STREET MAINTENANCE MATERIALS - \$379,800**

- Sodium Chloride (Rock Salt) - \$200,000
- Bituminous Materials (Black Top) - \$130,000
- Sand & Gravel - \$28,400
- Calcium Chloride (Chemical De-icer) - \$21,400

Rock salt costs have been increased \$30,000 or 17.6%.

### **OTHER MATERIALS AND SUPPLIES - \$622,500**

In this category, the largest expenditures are for supplies, repairs parts, and building materials used by Public Works and Parks and Recreation to maintain City facilities.

## City of Eau Claire 2009 Adopted Program of Services

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### REPAIRS TO BUILDINGS AND EQUIPMENT - \$293,600

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, the Parks building, and the public safety facilities.

### CONSTRUCTION CONTRACTS - \$445,000

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

### TRAINING - \$220,000

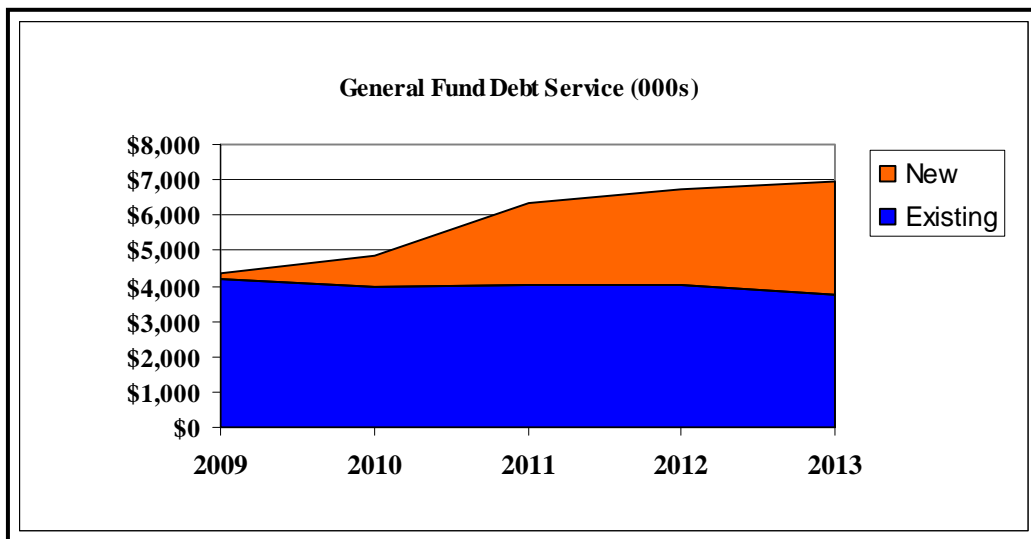
The technical aspects of City responsibilities require periodic training and updates. Some types of the training provided include paramedic and EMT courses, law enforcement certification, alcohol and drug enforcement training, crime scene investigation, employment law changes, affirmative action, ethnic 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.

### 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 - \$4,337,800

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 design and the pension refunding bonds. The new debt reflects the debt included in the 2009 - 2013 Capital Improvement Plan.



# City of Eau Claire 2009 Adopted Program of Services

## GENERAL FUND TRANSFERS TO CIP - \$2,142,700

In 2009 General Fund support from working capital is used to fund capital projects in lieu of incurring additional debt.

### 2009 Capital Project Transfers

Land, Buildings, & Equipment	\$	962,700
Bridges		100,000
Parks & Recreation		150,000
Parking Utility		100,000
Public Transit		10,000
Fairfax Municipal Pool		45,000
Central Equipment		175,000
Total Transfers for CIP	\$	<u>1,542,700</u>

In addition, the City will borrow \$600,000 to cover code compliance costs related to the Hobbs renovation.

## OPERATING SUBSIDIES - \$1,961,100

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 have been required from the General Fund to pay a portion of the cost of operations for Cemetery Maintenance, Parking, Public Transit, the Hobbs Municipal Ice Center, and the Fairfax Municipal Pool.

Increases in wages, health insurance, and unemployment compensation have resulted in an 11.8% increase in the General Fund subsidy for the Cemetery Fund.

The Parking Utility subsidy is projected at \$3,300 in 2009. 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 increase by 22.8% due to a 25% increase in paratransit costs, a 13% increase in fuel and a reduction in State and Federal funding from 58% to 56%.

The Hobbs Municipal Ice Center subsidy reflects the projected \$165,000 interest that will be incurred on the renovation debt.

The Fairfax Municipal Pool budget includes a 56% increase in electricity and a 21% increase in gas, resulting in an overall increase of 3.4% in the General Fund subsidy.

The Economic Development budget includes a \$4,400 transfer from General fund authorized by Council Motion 2-11 dated November 12, 2008.

### Operating Subsidies

Fund	2008	2009	% Change
	Adopted Budget	Adopted Budget	
Economic Development	\$ 100,000	\$ 4,400	-95.6%
Cemetery	226,000	252,600	11.8%
Parking Utility	-	3,300	N/A
Public Transit	1,003,100	1,231,400	22.8%
Hobbs Municipal Ice Center	34,000	188,800	455.3%
Fairfax Municipal Pool	271,500	280,600 *	3.4%
Other Funds	11,675	-	(100.0%)
<b>Total Subsidies</b>	<b>\$ 1,646,275</b>	<b>\$ 1,961,100</b>	<b>19.1%</b>

\* 2009 - Last year of pool debt



## City of Eau Claire 2009 Adopted Program of Services

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### **OUTSIDE ORGANIZATION FUNDING - \$292,900**

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 \$170,000 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 2009 Adopted Outside Organization book.

### **EQUIPMENT – \$22,400**

Equipment purchases approved for 2009 include \$6,800 for Public Works, \$600 for Parks & Recreation, and \$15,000 for the Fire & Rescue Department.

### **ALL OTHER COSTS - \$1,926,200**

- Pensions, Prior Service Costs - \$132,600
- Special assessments - \$102,000
- Special Services including tax collections, bank services, and preventative treatment for Dutch Elm Disease, etc. - \$428,000
- Miscellaneous Contractual Services - \$163,100
- Public notice to raise awareness of citizens to meetings, business licensing, tax payment, employment opportunities, public transportation, and Parks & Recreation programming - \$89,400
- 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 - \$658,100

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. - \$228,000.

# City of Eau Claire 2009 Adopted Program of Services

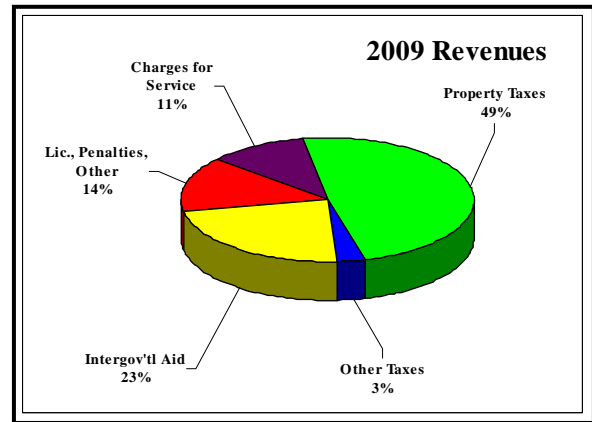
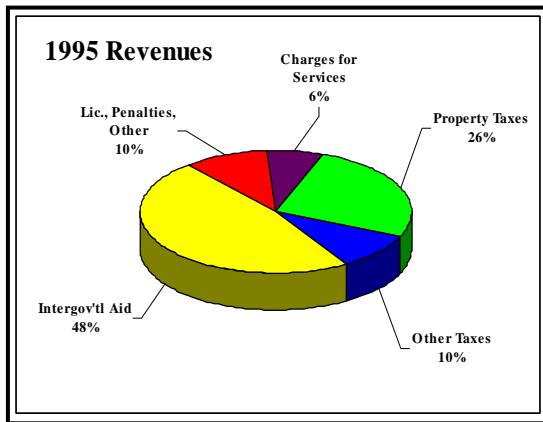
## GENERAL FUND REVENUES

Two major segments of General Fund revenues are state aids and property taxes, which comprise 72% 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 49% of the General Fund revenues while state aids have dropped to 23%.

### 2009 GENERAL FUND REVENUES

Property Taxes	\$	24,227,400
Property Taxes for Debt		2,072,800
Other Taxes		1,625,500
Shared Revenues		7,483,200
Other Intergovernmental Revenues		5,000,000
Licenses and Permits		1,658,800
Fines and Forfeits		818,000
Charges for Services		2,842,400
Charges for Services-Intrgov.		3,044,000
Miscellaneous		1,836,100
Other Financing Sources		1,563,100
<b>Operating Revenues</b>		<b>52,171,300</b>
<b>Working Capital Applied</b>		<b>1,971,700</b>
<b>Total Revenues</b>	<b>\$</b>	<b>54,143,000</b>

### Comparison of General Fund Revenues



## PROPERTY TAXES

The 2009 General Fund tax levy for operations is \$24,227,400, an increase of 2.3% over 2008. The tax levy resulting from the increase in general obligation debt service is \$2,072,800 and the levy for annexed properties is \$500. Combined, the total levy is \$26,300,700, an overall increase of 7.9%. The tax rate will increase 5.5%.

# City of Eau Claire 2009 Adopted Program of Services

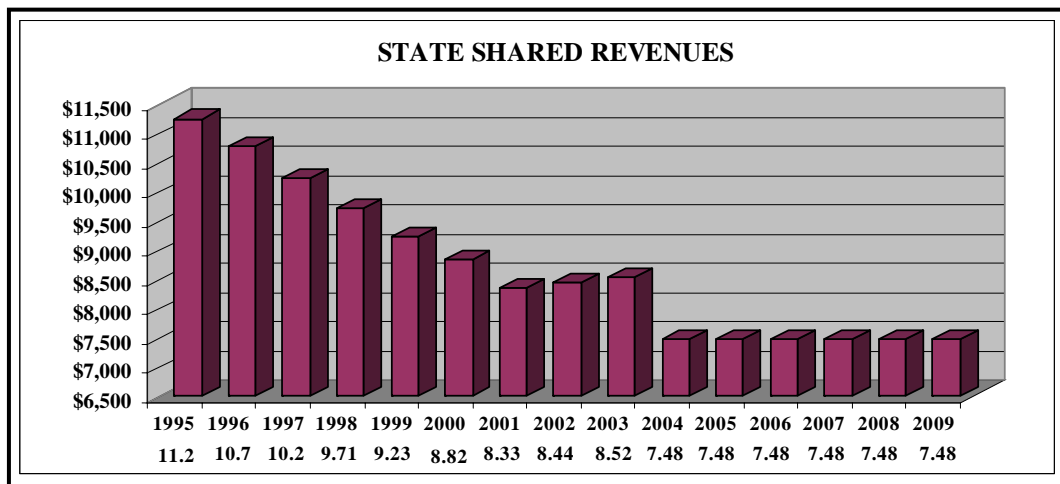
## OTHER TAXES

Special assessments consist of charges for whiteway lighting, tree removal, weed cutting, and snow removal.

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 \$1,419,000, 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. Since 2004, the shared revenues have leveled out at \$7.48 million.



## OTHER INTERGOVERNMENTAL REVENUES

Other major state aids include transportation assistance (\$2,695,000), a payment for municipal services (\$680,000), the expenditure restraint program (\$1,015,000), and utility tax, fire insurance tax, police training and computer tax reimbursements totaling (\$610,000).

## OTHER GENERAL FUND REVENUES

All other General Fund Revenues total \$13.7 million, or about 25% 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 67% of the Charges for Services, Parks and Recreation fees represent about 16%, and the remainder is collected by Planning, Public Works, Police and Fire.
- Intra-governmental Charges include \$1,237,500 paid by the County as its 70% share of the Communication Center, \$187,600 reimbursed by the School District for the police liaison officers and \$1,352,100 paid by the Water, Sewer, and Storm Water utilities, Hazardous Materials Fund, 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, transfers from other funds like Community Enhancement and the Sewer and Storm Water utilities, and use of working capital for capital projects.

# City of Eau Claire 2009 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:

<i>Economic Development Fund Support</i>		
<u>Organization</u>	<u>2008 Adopted Budget</u>	<u>2009 Adopted Budget</u>
Chippewa Valley Innovation Center, Inc.	\$ 12,100	\$ 12,100
Eau Claire Area Economic Development Corporation	90,000	90,000
Momentum West	5,000	-
Downtown Fund	85,000	85,000
Redevelopment Authority	200,000	200,000
Total Support to Organizations	<u>\$ 392,100</u>	<u>\$ 387,100</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 the Chippewa Valley Convention and Visitors Bureau (CVCVB) has allocated 54.4% of estimated room tax revenues to the Bureau. Adopted in the 2009 budget is a 1% increase in the room taxes from 7% to 8%. CVCVB has requested 70% of the additional 1% rate increase, bringing the overall allocation of room taxes to CVCVB 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 Arena (\$92,300), park improvements (\$150,000), special events (\$35,000), and Phoenix Park maintenance costs (\$65,000).

<i>Community Enhancement Fund Support</i>		
<u>Organization</u>	<u>2008 Adopted Budget</u>	<u>2009 Adopted Budget</u>
Chippewa Valley Convention & Visitors Bureau:		
Operating	\$ 537,500	\$ 661,300
Special Events	31,000	31,000
<b>Total Chippewa Valley Convention &amp; Visitors Bureau</b>	<u><b>568,500</b></u>	<u><b>692,300</b></u>
Paul Bunyan Logging Camp:		
Operating	16,695	16,700
Camp Guides	11,025	11,000
Utilities	6,510	6,500
<b>Total Paul Bunyan Logging Camp</b>	<u><b>34,230</b></u>	<u><b>34,200</b></u>
Children's Museum of Eau Claire	2,415	2,400
Chippewa Valley Museum	58,800	58,800
Chippewa Valley Symphony, Ltd.	2,625	2,500
Chippewa Valley Theatre Guild	1,470	1,500
Eau Claire Chamber Orchestra	2,625	2,600
Community Beautification	3,000	2,000
Eau Claire Regional Arts Council, Inc.	95,235	95,200
Municipal Band	5,775	5,800
<b>Total Support to Organizations</b>	<u><b>\$ 774,675</b></u>	<u><b>\$ 897,300</b></u>

## City of Eau Claire 2009 Adopted Program of Services

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### Downtown Fund

The Downtown Fund is the City's administrative arm of Downtown Eau Claire, Inc. (DECI). The Downtown Fund's budget of \$153,300 is supported by \$85,000 from the Economic Development Fund, \$28,500 from the Downtown BID, \$6,000 from the North Barstow/Medical BID, \$2,500 from the Water Street BID, and \$31,300 from fund balance. The West Grand Avenue BID has also indicated a willingness to provide support to DECI in 2009.

### Cemetery Maintenance

The General Fund support for the Cemetery Fund is projected at \$252,600, an 11.8% increase over 2008, reflecting increases in wages and benefits and unemployment compensation. The Cemetery Fund will transfer \$31,300 of the perpetual care reserves to the Capital Improvement Plan to add five spigots to the two cemeteries to facilitate watering gravesite plants.

### 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 tax levy for library operations and pension debt increased by \$67,100, or 2.43%. The tax rate is .653 per \$1,000. Revenues from Eau Claire County and the Indianhead Federated Library System are projected to decrease slightly by \$900. Services to other counties are projected to increase 6% to \$222,800, reflecting the impact of ACT 420, which requires adjacent counties without public libraries to pay for library services for their citizens.

The Library's proposed renovation to the youth services area has been revised, based on the results of the capital campaign. Construction should take place in 2009.

### City-County Health Department

The Health Department tax levy increased by \$47,900, or 3.0%. The tax rate will increase from .380 to .383 per \$1,000. The department will also impose \$37,000 in special assessments as maintenance fees on property owners of septic systems.

### 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.

### Water Utility

The expenditure increase in the Water Utility operations is 4.8%, reflecting a 20% increase in the cost of treatment chemicals and an 18% increase in electricity. 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 \$1,713,100.

The Water Utility is projected to expend approximately \$300,000 in capital improvements financed from operational revenues. The Capital Improvement Plan also includes a \$2 million bond issue in 2009.

Rate increases for the Water Utility are determined by the Public Service Commission. A rate case submitted to the PSC in 2008 is expected to result in a rate increase of approximately 6%.

# City of Eau Claire 2009 Adopted Program of Services

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## Sewer Utility

The Sewer Utility's expenses are increasing 3.79% due to increases in wages and benefits (\$50,700) charges for equipment rental (\$71,500), electricity (\$61,200), and chemicals (\$134,500).

In 2008, the first rate increase since 1998 was approved at 6% in order to position the utility to undertake a \$37 million plant improvement project. The rate increase for 2009 is 7%, reflecting the high increases in electricity and chemicals.

## Storm Water Management

The budget for the Storm Water Management Fund is projected to increase 4.18%, due to increases in fixed charges (\$21,900), and a transfer to the General Fund (\$72,900). The transfer to the General Fund offsets the costs of street cleaning. The Storm Water principal payments will increase by \$90,000 and the Storm Water rate will increase from \$62/ERU to \$68/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 \$3,300 in 2009. An implementation reserve of \$29,100 is set up to allow time for a conversion to an automatic ticket system.

## Public Transit

State and Federal grants are projected at about 56% of the Public Transit budget for 2009, excluding debt. Fares and contract revenues will provide about 16% of the budget, revenues from Eau Claire County and the City of Altoona another 5%, and the General Fund subsidy will equal about 23% of the budget. The Transit budget is impacted by a 25% increase in paratransit costs, a 13% increase in fuel and the reduction in State and Federal aids from 58% to 56%. The net effect is a projected 22.8% increase in the General Fund subsidy to \$1,231,400.

## Hobbs Municipal Ice Center

A Hobbs Ice Center Consortium, consisting of UWEC, the Eau Claire Area School District, the City, and user groups, has proposed a \$6 million renovation. The improvements will include a third sheet of artificial ice, an east end addition, and an expanded lobby area. The proposed financing plans is as follows:

<u>Contributor</u>	<u>Amount</u>	<u>Details</u>
UWEC	\$ 800,000	UWEC and private pledges
Department of Commerce	50,000	Grant (2008)
City of Eau Claire	4,000,000	Bonds to be repaid by user fees and operational savings
City of Eau Claire	550,000	Bonds to be repaid by pledges and new revenue sources (\$350,000 in 2008)
City of Eau Claire	600,000	Code compliance costs
<b>Total</b>	<b>\$ 6,000,000</b>	

The 2009 operating budget includes \$165,000 for interest on the projected bond issue of \$4.2 million.

## City of Eau Claire 2009 Adopted Program of Services

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### Fairfax Municipal Pool

Fees are reviewed annually by the Parks 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 \$280,600 is projected for 2009 operations, as compared to \$271,800 for 2008. The subsidy is primarily impacted by a 56% increase in electricity and a 21% increase in gas.

### 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. The City's experience with the health insurance deductible has resulted in a \$432,500 reduction in the projected amount needed for employee deductible reimbursements.

### 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. Operating revenues in 2009 are budgeted at a 24.3% increase in order to recover the cost of fuel and replacement equipment from the other funds.

### 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 2009.

### Redevelopment Authority

The Redevelopment Authority budget includes a \$25,000 transfer from fund balance for acquisition projects in the CIP. The Redevelopment Authority CIP will also receive \$200,000 from the Economic Development Fund and approximately \$59,700 from Phoenix Parkside LTD for further acquisitions.

### 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

# *Adopted Program Of Services*

November 12, 2008

## *General Fund – Fund 100*



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# City of Eau Claire 2009 Adopted Program of Services

## General Fund Budget Summary Revenues & Expenditures

Operating Budget	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 24,265,165	\$ 26,022,300	\$ 14,514,366	\$ 26,006,900	\$ 27,925,700
Intergovernmental	12,602,143	12,385,000	2,119,270	12,667,800	12,483,200
Licenses & Permits	1,596,494	1,579,600	705,253	1,576,800	1,658,800
Fines & Forfeits	886,185	758,000	445,988	758,000	818,000
Charges For Services	2,230,189	2,397,600	1,271,601	2,404,800	2,842,400
Charges For Services - Intergovernmental	2,525,628	2,856,100	1,317,780	2,823,300	3,044,000
Miscellaneous	2,505,062	2,035,100	786,619	2,050,900	1,836,100
Other Financing Sources	678,625	865,200	26,477	916,200	963,100
Other Budgeted Receipts	488,365	551,200	-	551,200	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>47,777,856</b>	<b>49,450,100</b>	<b>21,187,354</b>	<b>49,755,900</b>	<b>51,571,300</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	33,296,323	35,210,700	15,985,410	35,204,900	35,614,200
Contractual Services	4,929,652	5,229,600	2,375,997	6,678,600	5,859,300
Utilities	1,129,698	1,441,000	478,761	1,439,700	1,566,300
Fixed Charges	692,269	685,100	245,329	685,100	779,200
Materials & Supplies	1,247,697	1,291,300	618,769	1,505,600	1,345,000
Contributions & Other Payments	320,664	323,900	187,072	324,900	309,400
Capital Purchases	29,995	-	-	8,800	-
Other Financing Uses	4,119,092	5,373,500	-	5,373,500	6,526,900
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>45,765,390</b>	<b>49,555,100</b>	<b>19,891,338</b>	<b>51,221,100</b>	<b>52,000,300</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 2,012,466</b>	<b>\$ (105,000)</b>	<b>\$ 1,296,016</b>	<b>\$ (1,465,200)</b>	<b>\$ (429,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 6,691,773	\$ 3,013,821		\$ 6,413,529	\$ 4,093,560
Changes in Available Fund Balance:					
Applied to Unfunded Pension	-	-		(1,415,000)	-
Applied to Capital Projects	(2,024,600)	(1,567,200)		(152,200)	(1,542,700)
Bond Proceeds for Hobbs Code Compliance	-	-		-	600,000
Hobbs Code Compliance	-	-		-	(600,000)
Less Prepayments	(266,110)	-		(502,569)	-
From (to) Operations*	2,012,466	(25,000)		(50,200)	(429,000)
From (to) Hobbs Reserve	-	(80,000)		-	-
Transfer to Implementation Reserve	-	(200,000)		(200,000)	-
From Advances/Hwy 53 Reserves	-	-		-	605,500
Transfer to Undesignated Fund Balance	-	(1,141,621)		-	(2,727,360)
<b>Ending Balance</b>	<b>\$ 6,413,529</b>	<b>\$ -</b>		<b>\$ 4,093,560</b>	<b>\$ -</b>

\* 2009 - \$430,000 Failed Wheel Tax Revenue less \$1,000 to Bell Project in the Land, Building & Equipment CIP account.

## City of Eau Claire 2009 Adopted Program of Services

### General Fund Revenue Detail

Revenue Classification	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b><u>Taxes</u></b>					
Real & Personal Property	\$ 22,441,541	\$ 23,676,200	\$ 13,368,707	\$ 23,676,200	\$ 24,227,400
Allowance for Delinquent Taxes	-	(200,000)	-	(200,000)	(200,000)
Omitted & Corrected Taxes	-	-	-	-	-
Tax Increase for Debt Services	175,600	698,100	698,100	698,100	2,072,800
Tax Rebates	5,700	5,700	5,700	5,700	500
Special Assessments	100,067	109,000	108,336	108,400	110,000
Payment in Lieu of Taxes	1,371,347	1,425,300	242,491	1,422,500	1,419,000
Other	170,910	308,000	91,032	296,000	296,000
<b>Total Taxes</b>	<b>\$ 24,265,165</b>	<b>26,022,300</b>	<b>14,514,366</b>	<b>26,006,900</b>	<b>27,925,700</b>
<b><u>Intergovernmental Revenues</u></b>					
Federal Aid	223,608	-	60,724	117,100	-
State Shared Tax	7,386,460	7,550,000	-	7,483,200	7,483,200
State Expenditure Restraint Program	937,573	935,000	-	985,100	1,015,000
State Aid-Streets	2,713,809	2,690,000	1,351,604	2,690,000	2,695,000
State Aid-Police & Fire	769,311	770,000	689,973	810,000	800,000
Other	571,383	440,000	16,970	582,400	490,000
<b>Total Intergovernmental Revenues</b>	<b>\$ 12,602,144</b>	<b>12,385,000</b>	<b>2,119,271</b>	<b>12,667,800</b>	<b>12,483,200</b>
<b><u>Licenses &amp; Permits</u></b>					
Television Franchise	607,167	575,000	154,241	575,000	610,000
PEG Fees	174,003	185,000	42,936	170,000	170,000
Liquor Licenses	100,475	90,000	90,574	100,000	115,000
Building Permits	256,021	295,000	145,340	295,000	300,000
Construction Permits	184,932	190,000	83,261	190,000	195,000
Occupational Licenses	112,208	103,300	81,963	105,500	112,500
Other	161,689	141,300	106,937	141,300	156,300
<b>Total Licenses &amp; Permits</b>	<b>\$ 1,596,495</b>	<b>1,579,600</b>	<b>705,252</b>	<b>1,576,800</b>	<b>1,658,800</b>
<b><u>Fines &amp; Forfeits</u></b>					
Court Penalties & Costs	374,024	350,000	174,356	350,000	375,000
Parking Violations	504,073	400,000	264,345	400,000	435,000
Other	8,088	8,000	7,287	8,000	8,000
<b>Total Fines &amp; Forfeits</b>	<b>\$ 886,185</b>	<b>758,000</b>	<b>445,988</b>	<b>758,000</b>	<b>818,000</b>
<b><u>Charges For Services</u></b>					
Planning & Development Fees	31,827	32,000	21,135	32,000	39,000
Weights & Measures Fees	19,710	19,200	-	19,200	19,200
Development Review Fee	-	-	-	-	25,000
Public Works Revenue	321,085	181,000	27,205	182,900	198,000
Landfill Fees	104,696	90,000	59,356	90,000	100,000

## City of Eau Claire 2009 Adopted Program of Services

### General Fund Revenue Detail

<u>Revenue Classification</u>	<u>2007 Actual</u>	<u>2008 Adopted</u>	<u>2008 6 Month Actual</u>	<u>2008 Projection</u>	<u>2009 Adopted</u>
Recreational Charges	\$ 518,539	\$ 423,800	\$ 220,598	\$ 429,100	\$ 455,200
Police Department Fees	75,679	80,000	33,239	80,000	82,000
Ambulance & Fire Department Fees	1,152,140	1,567,000	906,088	1,567,000	1,919,500
Other	6,513	4,600	3,980	4,600	4,500
<b>Total Charges For Services</b>	<b>\$ 2,230,189</b>	<b>2,397,600</b>	<b>1,271,601</b>	<b>2,404,800</b>	<b>2,842,400</b>
<b><u>Charges For Services - Intragovernmental</u></b>					
Communication Center	1,052,860	1,245,600	604,688	1,201,600	1,237,500
HazMat "B" Contract	34,000	34,000	-	34,000	34,000
Ambulance-Towns	-	20,000	31,250	31,200	39,400
Fire Inspector-Altoona	20,302	43,200	21,129	43,200	44,000
Police Liaison	175,095	187,600	-	187,600	187,600
Storm Water Mgmt Service Charge	313,788	332,500	166,242	332,500	340,200
HazMat Service Charge	10,000	12,000	6,000	12,000	12,000
Water Utility Service Charge	494,112	525,600	262,806	525,600	539,100
Sewer Utility Service Charge	381,312	405,300	202,650	405,300	415,500
Public Transit Utility Service Charge	41,892	45,300	22,662	45,300	45,300
Service Charge - Unfunded Pension	-	-	-	-	146,900
Service Charge - Other	2,267	5,000	353	5,000	2,500
<b>Total Charges For Services</b>	<b>\$ 2,525,628</b>	<b>2,856,100</b>	<b>1,317,780</b>	<b>2,823,300</b>	<b>3,044,000</b>
<b><u>Miscellaneous</u></b>					
Interest:					
Investments	1,954,868	1,640,000	761,001	1,640,000	1,300,000
Advance to Other Funds	368,135	338,300	-	338,300	471,500
Special Assessments	406	-	484	500	-
Other Interest	572	600	-	600	600
Rental	80,760	44,200	7,742	44,200	52,000
Other	100,320	12,000	17,391	27,300	12,000
<b>Total Miscellaneous</b>	<b>\$ 2,505,061</b>	<b>2,035,100</b>	<b>786,618</b>	<b>2,050,900</b>	<b>1,836,100</b>
<b>Total Revenues</b>	<b>\$ 46,610,867</b>	<b>48,033,700</b>	<b>21,160,876</b>	<b>48,288,500</b>	<b>50,608,200</b>
<b><u>Other Financing Sources</u></b>					
Transfer from Other Funds	657,376	850,200	17,752	901,200	953,100
Sale of Capital Assets	21,249	15,000	8,725	15,000	10,000
Principal Payments for Advances	488,365	551,200	-	551,200	-
<b>Total Other Financing Sources</b>	<b>\$ 1,166,990</b>	<b>1,416,400</b>	<b>26,477</b>	<b>1,467,400</b>	<b>963,100</b>
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 47,777,857</b>	<b>49,450,100</b>	<b>21,187,353</b>	<b>49,755,900</b>	<b>51,571,300</b>

# City of Eau Claire



## General Fund Revenues

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### TAXES

**Property Taxes** are the most important component of City revenue sources. All required funding that cannot be generated from other revenues must be derived from a property tax levy. The tax rate is expressed in terms of “mills,” with one mill equivalent to one dollar of tax for every one thousand dollars of assessed value. The City of Eau Claire’s assessment ratio is estimated at 103% of the equalized (market) value for 2009. Assessed values grew 2.2%.

The 2009 General Fund tax levy for operations is \$24,227,400, an increase of 2.3% over 2008. The tax levy resulting from the increase in general obligation debt service is \$2,072,800 and the levy for annexed properties is \$500. Combined, the total levy is \$26,300,700, and overall increase of 7.9%. The 2009 property tax rate for City purposes is \$6.084, per thousand of valuation, an increase of 5.5%.

**Special Assessments** are collected from properties benefiting from City capital improvements. General fund special assessments are levied for whiteway lighting, tree removal, weed cutting, and snow removal. 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 \$1,419,000.

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

### INTERGOVERNMENTAL REVENUE

**State Shared Revenue** makes up 60% of intergovernmental revenue, and 14% 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 \$3.7 million. For the past few years, the shared revenue program distribution has been frozen at \$7.48 million.

**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 2009 estimated payment is \$1,015,000.

**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 \$2.695 million.

**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 2009 is \$120,000. The Payment for Municipal Services is estimated at \$680,000 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 \$225,000 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 2009 payment is projected at \$225,000. Miscellaneous other state aids including police training and underground storage tank inspections are estimated at \$40,000.

# City of Eau Claire 2009 Adopted Program of Services

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## 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 2009 franchise payment is estimated at \$610,000.

**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 \$.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 \$170,000 in 2009.

**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 \$1,658,800 in 2009.

## 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 2009 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 2009 revenue estimate is \$435,000.

## 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 \$19,200. 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 \$25,000.

**Public Works Revenue** includes repairs to streets, sidewalks and signing estimated at \$73,000, 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 2009 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 \$455,200 in 2009.

**Police Department Fees** include charges for pawnshops, excessive false alarms and the cost of copies. The estimated 2009 revenue is \$82,000.

**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 \$1,740,000 in 2009. The department expects to receive \$157,500 from medical facilities for regional emergency response. The Fire Department also receives \$20,000 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 18.6% from the 2008 adopted budget.

## CHARGES FOR SERVICES-INTERGOVERNMENTAL

Communication Center Reimbursements constitute 41% 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 2009 reimbursement is estimated at \$1,237,500 reflecting the addition of 2 telecommunicators mid-year in 2008, and 1 in the last quarter of 2009.

## City of Eau Claire 2009 Adopted Program of Services

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### CHARGES FOR SERVICES-INTERGOVERNMENTAL (Continued)

**Ambulance Revenue – Towns** reflects the \$39,400 overhead fee paid by surrounding communities for regional EMS service.

**Fire Inspector Reimbursement** is the \$44,000 in support for ½ fire inspector position paid by Altoona.

**Police Liaison** charges of \$187,600 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 \$1,352,100 in 2009.

**Service charges – Unfunded Pension** is an account for the repayment of prior years' pension costs to the General Fund. The 2009 payment is \$146,900.

### MISCELLANEOUS

**Interest on Investments** has been projected at \$1,300,000, reflecting the General Fund's share of the City's invested portfolio.

**Interest on Advances to Other Funds** results from loans by the General Fund to Water and Sewer Utilities and other funds, which have been made in lieu of borrowing for capital projects. Interest rates were set at prevailing municipal rates. The 2009 interest is budgeted at \$471,500.

**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 on Phoenix Park. The Storm Water Utility reimburses the City \$773,100 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 2009 will be Year 15 of the amortization schedule.





## City of Eau Claire 2009 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.

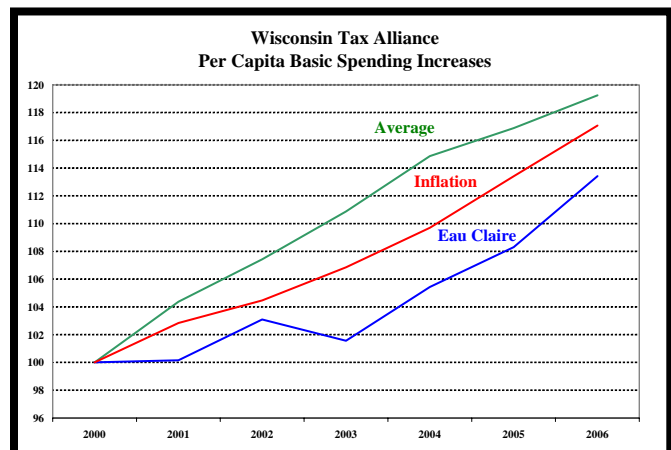
#### Objectives

- 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 2008-2009 Policy Focus:

- Expand local government shared services.
- Plan for unified and consolidated governmental facilities.
- Adopt an ordinance to regulate soil excavation & storage.
- Increase the community tax base and explore revenue-generating options.
- Ensure continued low-cost accessibility to community television.
- Expand the downtown farmers' market.
- Encourage infill development.
- Encourage economic development adjacent to the transportation network of Highways 53, 312, and I-94.
- Develop a cogent South Barstow development & transportation plan.
- Create a new mixed-use intermodal transit transfer center.
- Encourage civic engagement in order to solve community problems.
- Identify and evaluate key site selection factors influencing business location decisions and assess which factors the City can influence.

*From 2000 through 2006, Eau Claire's per capita basic spending increased at an average annual rate of 2.1%. In comparison, the rate of inflation was 2.7% per year. The average municipal increase was 3%.*





## City of Eau Claire 2009 Adopted Program of Services

### City Council Overview of Revenues & Expenditures

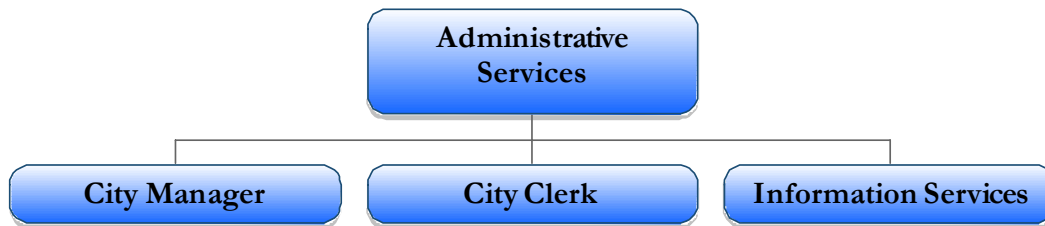
	<u>2007</u> <u>Actual</u>	<u>2008</u> <u>Adopted</u> <u>Budget</u>	<u>2009</u> <u>Adopted</u> <u>Budget</u>	<u>%</u> <u>Change</u>
<b>Revenues</b>				
Gen. Purpose (tax) Rev.	\$ 109,284	\$ 129,800	\$ 122,700	(5%)
<b>Total Revenues</b>	<b>\$ 109,284</b>	<b>\$ 129,800</b>	<b>\$ 122,700</b>	<b>(5%)</b>
<b>Expenditures</b>				
Personnel Services	\$ 42,634	\$ 43,100	\$ 43,100	0%
Contractual Services	65,104	84,500	77,500	(8%)
Utilities	214	200	100	(50%)
Fixed Charges	400	400	400	0%
Materials & Supplies	932	1,600	1,600	0%
<b>Total Expenditures</b>	<b>\$ 109,284</b>	<b>\$ 129,800</b>	<b>\$ 122,700</b>	<b>(5%)</b>



## City of Eau Claire 2009 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

	2007 Actual	2008 Adopted Budget	2009 Adopted Budget	% Change	
<b>Revenues</b>					
Intergovernmental Service	\$ 142,195	\$ 116,997	\$ 119,803	2%	
Gen. Purpose (tax) Rev.	1,048,896	1,071,403	1,287,597	20%	
<b>Total Revenues</b>	<b>\$ 1,191,091</b>	<b>\$ 1,188,400</b>	<b>\$ 1,407,400</b>	<b>18%</b>	*
<b>Expenditures</b>					
Personnel Services	\$ 1,012,983	\$ 998,600	\$ 1,165,500	17%	
Contractual Services	134,142	152,800	199,300	30%	
Utilities	5,922	6,600	5,300	(20%)	
Fixed Charges	3,300	3,300	3,300	0%	
Materials & Supplies	34,744	27,100	34,000	25%	
<b>Total Expenditures</b>	<b>\$ 1,191,091</b>	<b>\$ 1,188,400</b>	<b>\$ 1,407,400</b>	<b>18%</b>	*

*\* In 2008, the Elections function was transferred from the Financial Services Division of Finance to the City Clerk Division of Administrative Services. The recommended Elections budget for 2009 is \$185,600 as compared to \$302,100 in 2008, a reduction of \$116,500 or 39%. The 2008 budget included a presidential election. The reduction for the 2009 budget reflects the costs of having only 2 elections in 2009. The Administrative Services budget would show only a 3% increase if the Elections function had not been included.*



## City of Eau Claire 2009 Adopted Program of Services

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 345,697	\$ 326,100	\$ 151,778	\$ 326,100	\$ 331,600
Contractual Services	23,164	28,500	16,653	28,500	38,400
Utilities	1,223	1,500	310	1,500	900
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	11,167	11,400	6,135	11,400	11,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 382,651</b>	<b>\$ 368,900</b>	<b>\$ 175,576</b>	<b>\$ 368,900</b>	<b>\$ 383,900</b>

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

	2007 Actual	2008 Adopted	2008* 6 Month Actual	2008* Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 67,973	\$ 67,400	\$ 129,088	\$ 329,100	\$ 214,000
Contractual Services	599	1,400	16,536	34,600	35,600
Utilities	370	500	260	1,400	600
Materials & Supplies	3,097	3,500	3,646	9,800	10,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 72,039</b>	<b>\$ 72,800</b>	<b>\$ 149,530</b>	<b>\$ 374,900</b>	<b>\$ 260,200</b>

\*Elections was moved from Finance to City Clerk in 2008

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 599,313	\$ 605,100	\$ 296,986	\$ 605,100	\$ 619,900
Contractual Services	110,379	122,900	89,016	118,300	125,300
Utilities	4,329	4,600	1,467	4,600	3,800
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	20,480	12,200	8,551	16,800	12,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 736,401</b>	<b>\$ 746,700</b>	<b>\$ 396,970</b>	<b>\$ 746,700</b>	<b>\$ 763,300</b>



## City of Eau Claire 2009 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>FY 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
City Manager	1	1	1
Executive Assistant	1	1	1
Administrative Secretary	1	1	1
Total FTE Positions	<u>3</u>	<u>3</u>	<u>3</u>



## City of Eau Claire 2009 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 council legislative meetings. The Clerk provides records management services for the City's permanent records. The Elections Division moved from the Finance Department to the direction of the City Clerk's office in 2008. 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

- Trained 300 citizens to serve as election officials to staff 19 voting locations throughout the city.
- Provided the opportunity for 42,000 citizens to exercise their right to vote in the November 2008 Presidential Election (anticipated turnout).
- Continued implementation of the Statewide Voter Registration System.
- Prepared City Council Agenda packets for each of the 23 regularly scheduled Council Meetings averaging 100 packets at (approximately) 300 pages each.

City Clerk/Elections Authorized Full-Time	FY 2007	FY 2008	FY 2009
City Clerk	1	1	1
Elections Specialist (Moved from Customer Service)	0	1	1
Total FTE Positions	1	2	2

	February 2004	November 2004	February 2008	November 2008
Registered Voters	39,098	46,325	43,502	47,559
Voter Turnout	10,651	37,612	18,706	37,409
Percentage Turnout	27%	81%	43%	78%



## City of Eau Claire 2009 Adopted Program of Services

### Information Services

#### Equipment

- 29 Servers
- 341 Personal Computers
- 1 AS400
- 32 Routers
- 39 Switches (used to connect equipment to the network)
- 142 Printers
- 80 Digital Cameras
- 48 PDAs
- 5 Network Security Devices
- 52 Uninterrupted Power Supplies

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 website and Intranet website.
- 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 476 network, 412 email users, and 450 City employee Internet users.
- 7 miles of network cable to connect PCs to the network inside City buildings.
- Buildings are connected by 5 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 2007	FY 2008	FY 2009
Information Services Manager	1	1	1
Information Services Technician III	5	5	5
PC Coordinator	1	1	1
<b>Total FTE Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>



## City of Eau Claire 2009 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.

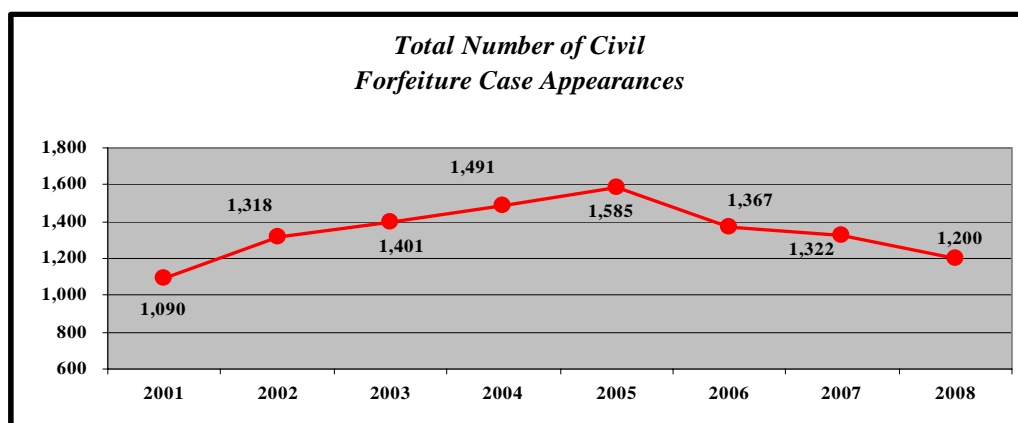
#### Outputs

- Drafted the Phoenix Parkside, LLC development agreement.
- Drafted and assisted with implementation of the new smoking ordinance.
- Negotiated and drafted YMCA sale agreement.
- Coordinated City response to raze and abate nuisances at several vacant, placarded rental properties, and assisted in developing an improved process for future responses.
- Assisted in the development of regional EMS contracts with surrounding municipalities.
- Successfully prosecuted numerous alcohol related violations, including serving alcohol to underage persons, serving without a license, and loud party citations, among many others.

#### City Attorney Authorized Full-Time

City Attorney  
Assistant City Attorney  
Legal Secretary

	FY 2007	FY 2008	FY 2009
City Attorney	1	1	1
Assistant City Attorney	2	2	2
Legal Secretary	1	1	1
<b>Total FTE Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>







## City of Eau Claire 2009 Adopted Program of Services

### City Attorney Overview of Revenues & Expenditures

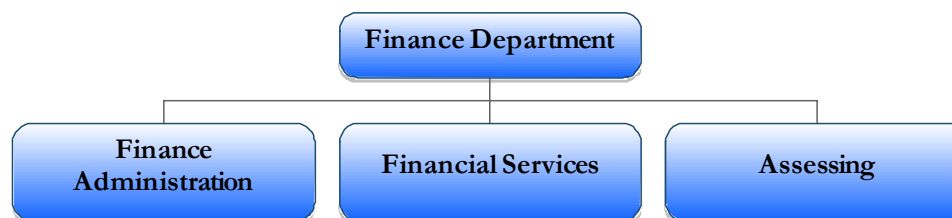
	<u>2007 Actual</u>	<u>2008 Adopted Budget</u>	<u>2009 Adopted Budget</u>	<u>% Change</u>
<b>Revenues</b>				
Licenses & Permits	\$ 152,786	\$ 138,200	\$ 159,100	15%
Fines & Forfeits	227,612	195,500	210,500	8%
Intergovernmental Service	44,466	37,069	37,901	2%
Gen. Purpose (tax) Rev.	10,038	100,531	60,799	(40%)
<b>Total Revenues</b>	<b><u>\$ 434,902</u></b>	<b><u>\$ 471,300</u></b>	<b><u>\$ 468,300</u></b>	<b>(1%)</b>
<b>Expenditures</b>				
Personnel Services	\$ 400,863	\$ 437,100	\$ 427,200	(2%)
Contractual Services	17,277	16,700	23,700	42%
Utilities	881	1,000	600	(40%)
Fixed Charges	1,400	1,400	1,400	0%
Materials & Supplies	14,481	15,100	15,400	2%
<b>Total Expenditures</b>	<b><u>\$ 434,902</u></b>	<b><u>\$ 471,300</u></b>	<b><u>\$ 468,300</u></b>	<b>(1%)</b>



## City of Eau Claire 2009 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

	2007 Actual	2008 Adopted Budget	2009 Adopted Budget	% Change
<b>Revenues</b>				
Licenses & Permits	\$ 159,893	\$ 142,000	\$ 163,500	15%
Intergovernmental Service	464,794	498,502	506,897	2%
Miscellaneous	42,782	12,000	12,000	0%
Gen. Purpose (tax) Rev.	1,466,931	1,807,598	1,537,803	(15%)
<b>Total Revenues</b>	<b>\$ 2,134,400</b>	<b>\$ 2,460,100</b>	<b>\$ 2,220,200</b>	<b>(10%)</b>
<b>Expenditures</b>				
Personnel Services	\$ 1,883,636	\$ 2,128,600	\$ 1,896,300	(11%)
Contractual Services	193,054	273,400	276,600	1%
Utilities	7,743	9,200	4,200	(54%)
Fixed Charges	13,400	13,400	13,400	(0%)
Materials & Supplies	36,567	35,500	29,700	(16%)
<b>Total Expenditures</b>	<b>\$ 2,134,400</b>	<b>\$ 2,460,100</b>	<b>\$ 2,220,200</b>	<b>(10%)</b>



## City of Eau Claire 2009 Adopted Program of Services

### *Finance Department - Administration Expenditure Summary*

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 249,204	\$ 274,100	\$ 124,261	\$ 274,100	\$ 285,100
Contractual Services	8,079	7,600	6,965	7,600	39,200
Utilities	1,147	1,100	254	1,100	600
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	10,190	6,600	2,878	6,600	6,700
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 269,620</b>	<b>\$ 290,400</b>	<b>\$ 134,858</b>	<b>\$ 290,400</b>	<b>\$ 332,600</b>

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

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008* 6 Month Actual</b>	<b>2008* Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,076,761	\$ 1,357,900	\$ 444,634	\$ 1,096,200	\$ 1,107,600
Contractual Services	148,661	207,800	60,121	176,600	178,200
Utilities	4,901	6,000	946	3,400	2,600
Fixed Charges	4,600	4,600	2,300	4,600	4,600
Materials & Supplies	18,130	22,800	3,954	16,200	16,800
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,253,053</b>	<b>\$ 1,599,100</b>	<b>\$ 511,955</b>	<b>\$ 1,297,000</b>	<b>\$ 1,309,800</b>

*\*Elections was moved from Finance to City Clerk in 2008*

### *Finance Department - Assessing Expenditure Summary*

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 557,671	\$ 496,600	\$ 249,597	\$ 496,600	\$ 503,600
Contractual Services	36,314	58,000	5,946	58,000	59,200
Utilities	1,695	2,100	370	2,100	1,000
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	8,247	6,100	1,673	6,100	6,200
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 611,727</b>	<b>\$ 570,600</b>	<b>\$ 261,486</b>	<b>\$ 570,600</b>	<b>\$ 577,800</b>



## City of Eau Claire 2009 Adopted Program of Services

### Finance: Administration

#### Activities

- City Budget
- Capital Improvement Program
- Debt Issues
- TIF Districts
- Property Acquisitions
- Monitor Loan Programs
- Process Loans
- 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 4 years of levy limits.
- Identified the proposed financing for the North Barstow, Hobbs Ice Center, and West Bank projects.
- Achieved the Government Finance Officers' Association's annual award for Excellence in Financial Reporting for 23 years.
- Mitigated the City's general obligation debt burden with auxiliary payment sources including special assessments, storm water fees, and TIF increments.
- Refinanced the City's prior years pension liability.
- Received a Standard and Poor's bond rating upgrade from "AA" to "AA+", and maintained the Moody's rating of "Aa2".

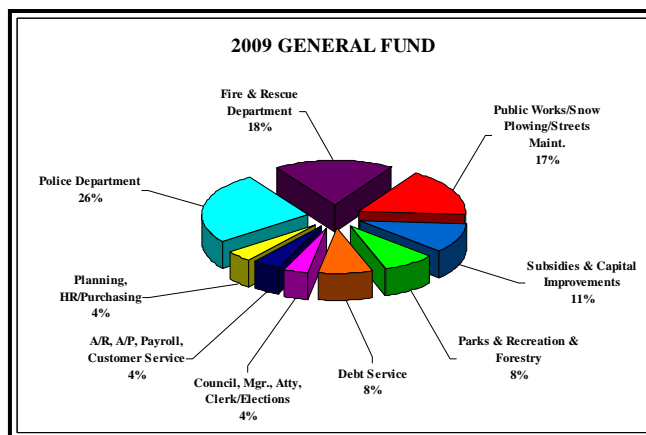
#### Finance Administration Authorized Full-Time

Director of Finance  
Accountant Analyst  
Account Clerk II/Finance Secretary

Total FTE Positions

	FY 2007	FY 2008	FY 2009
Director of Finance	1	1	1
Accountant Analyst	1	1	1
Account Clerk II/Finance Secretary	1	1	1
<b>Total FTE Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>

*This graph shows the budget allocation of the 2009 tax bill for City Services.*





## City of Eau Claire 2009 Adopted Program of Services

### Finance: Financial Services

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

- Payroll
- Accounts Payable
- Accounts Receivable
- Debt Management
- Cash & Investment Management
- Utility Billing
- Financial Reporting
- Treasury Services
- Budget Management
- Fixed Assets

#### 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 \$70 million.
- Calculated and prepared data to process 23,000 tax bills totaling about \$80 million.
- Processed 600 payroll checks on a weekly and biweekly basis totaling \$50 million annually.
- Processed over 100,000 utility bills totaling over \$15 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 6,000 accounts to track and record all financial transactions.

Accounting Services Authorized Full-Time		FY 2007	FY 2008	FY 2009
- Grant Reporting	Accounting Supervisor	1	1	1
- Special Assessment Administration	Senior Accountant (Previously Accountant Analyst)	1	1	1
	Accountant I	1	1	1
- Property Tax Preparation, Settlement & Reporting	Account Clerk II/Payroll Specialist	1	1	1
	Accounting Technician	3	3	3
	Account Clerk I	1	1	1
	<b>Total FTE Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>

Customer Services Authorized Full-Time		FY 2007	FY 2008	FY 2009
- Business Licensing	Financial Services Manager	1	1	1
- Pet Licensing	Elections Clerk (Moved to City Clerk)	0.75	1	0
- Travel Policy Administration	Accountant I	1	1	1
	Account Clerk II	2	2	2
	Accounting Technician	1	1	1
	Account Clerk I	3.75	3.75	3.75
	<b>Total FTE Positions</b>	<b>9.5</b>	<b>9.75</b>	<b>8.75</b>



## City of Eau Claire 2009 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 residential database.
- Commercial property data verification and editing is in progress.
- Added digital photos to approximately 30% 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 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

City Assessor  
Property Assessor II  
Property Assessment Aide

Total FTE Positions

	FY 2007	FY 2008	FY 2009
City Assessor	1	1	1
Property Assessor II	3	3	3
Property Assessment Aide	2	2	2
<b>Total FTE Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>

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

	2008	2009
<b>Total Properties</b>		
Real Estate	23,114	23,190
Personal Property	2,238	2,234

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

	2008 Budget	2009 Budget
<b>Real Estate</b>		
Residential	\$ 2,639,897,800	\$ 2,670,832,200
Commercial	1,344,226,900	1,406,379,200
Manufacturing	148,388,700	152,503,600
Agricultural	111,400	91,400
<b>Total</b>	<b>\$ 4,132,624,800</b>	<b>\$ 4,229,806,400</b>
<b>Personal Property</b>		
City	126,739,000	130,768,500
Manufacturing	23,820,700	22,158,600
<b>Total</b>	<b>\$ 150,559,700</b>	<b>\$ 152,927,100</b>
<b>Total value</b>	<b>\$ 4,283,184,500</b>	<b>\$ 4,382,733,500</b>



## City of Eau Claire Adopted Program of Services

### Human Resources/Purchasing

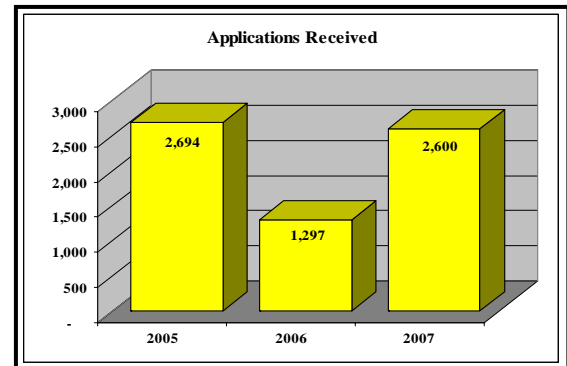
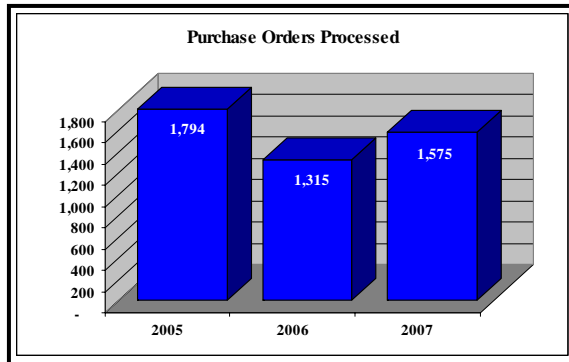
The Human Resources Department provides several internal administrative services to the operating departments. Services include: recruitment, benefits administration, labor relations, contract administration, payroll/personnel system operation, purchasing, mailroom, and duplicating.

#### 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 2007	FY 2008	FY 2009
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 2007	FY 2008	FY 2009
Buyer	1	1	1
Purchasing Technician	1	1	1
Mail & Duplicating Clerk	0.5	0.5	0.5
<b>Total FTE Positions</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>



## City of Eau Claire 2009 Adopted Program of Services

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

	<u>2007 Actual</u>	<u>2008 Adopted Budget</u>	<u>2009 Adopted Budget</u>	<u>% Change</u>
<b>Revenues</b>				
Intragovernmental Service	\$ 86,896	\$ 60,607	\$ 61,278	1%
Gen. Purpose (tax) Rev.	682,714	752,493	776,322	3%
<b>Total Revenues</b>	<b><u>\$ 769,610</u></b>	<b><u>\$ 813,100</u></b>	<b><u>\$ 837,600</u></b>	<b>3%</b>
<b>Expenditures</b>				
Personnel Services	\$ 510,733	\$ 572,300	\$ 591,800	3%
Contractual Services	237,766	217,400	222,500	2%
Utilities	3,465	3,100	2,800	(10%)
Fixed Charges	2,200	2,200	2,200	0%
Materials & Supplies	15,446	18,100	18,300	1%
<b>Total Expenditures</b>	<b><u>\$ 769,610</u></b>	<b><u>\$ 813,100</u></b>	<b><u>\$ 837,600</u></b>	<b>3%</b>

### *Human Resources Expenditure Summary*

	<u>2007 Actual</u>	<u>2008 Adopted</u>	<u>2008 6 Month Actual</u>	<u>2008 Projection</u>	<u>2009 Adopted</u>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 370,125	\$ 412,300	\$ 189,405	\$ 412,300	\$ 434,300
Contractual Services	190,184	164,100	57,153	164,100	168,100
Utilities	2,279	1,700	579	1,700	1,600
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	9,138	8,900	4,661	8,900	9,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b><u>\$ 573,126</u></b>	<b><u>\$ 588,400</u></b>	<b><u>\$ 252,498</u></b>	<b><u>\$ 588,400</u></b>	<b><u>\$ 614,400</u></b>

### *Purchasing Expenditure Summary*

	<u>2007 Actual</u>	<u>2008 Adopted</u>	<u>2008 6 Month Actual</u>	<u>2008 Projection</u>	<u>2009 Adopted</u>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 140,608	\$ 160,000	\$ 66,316	\$ 160,000	\$ 157,500
Contractual Services	47,582	53,300	16,137	53,300	54,400
Utilities	1,186	1,400	428	1,400	1,200
Fixed Charges	800	800	400	800	800
Materials & Supplies	6,308	9,200	(961)	9,200	9,300
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b><u>\$ 196,484</u></b>	<b><u>\$ 224,700</u></b>	<b><u>\$ 82,320</u></b>	<b><u>\$ 224,700</u></b>	<b><u>\$ 223,200</u></b>

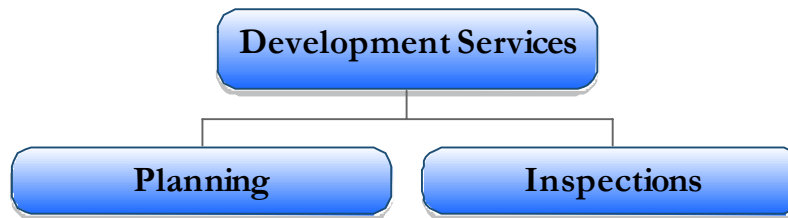




## City of Eau Claire 2009 Adopted Program of Services

### Development Services: Overview

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



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

	<u>2007 Actual</u>	<u>2008 Adopted Budget</u>	<u>2008 Adopted Budget</u>	<u>% Change</u>
<b>Revenues</b>				
Licenses & Permits	\$ 492,578	\$ 529,900	\$ 545,200	3%
Charges for Services	55,847	55,800	62,700	12%
Gen. Purpose (tax) Rev.	509,578	622,600	555,500	(11%)
<b>Total Revenues</b>	<b>\$ 1,058,003</b>	<b>\$ 1,208,300</b>	<b>\$ 1,163,400</b>	<b>(4%)</b>
<b>Expenditures</b>				
Personnel Services	\$ 990,617	\$ 1,119,900	\$ 1,059,200	(5%)
Contractual Services	36,269	46,100	63,100	37%
Utilities	5,660	5,900	4,200	(29%)
Fixed Charges	13,000	12,900	12,900	0%
Materials & Supplies	12,457	23,500	24,000	2%
<b>Total Expenditures</b>	<b>\$ 1,058,003</b>	<b>\$ 1,208,300</b>	<b>\$ 1,163,400</b>	<b>(4%)</b>



## City of Eau Claire 2009 Adopted Program of Services

### *Development Services - Planning Expenditure Summary*

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 431,624	\$ 479,300	\$ 211,541	\$ 479,300	\$ 472,600
Contractual Services	9,833	12,600	4,943	12,600	29,000
Utilities	2,186	1,900	528	1,900	1,400
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	6,532	13,500	2,669	13,500	13,800
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 451,775</b>	<b>\$ 508,900</b>	<b>\$ 220,481</b>	<b>\$ 508,900</b>	<b>\$ 518,400</b>

### *Development Services - Inspections Expenditure Summary*

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 558,993	\$ 640,600	\$ 249,426	\$ 640,600	\$ 586,600
Contractual Services	26,436	33,500	26,096	33,500	34,100
Utilities	3,474	4,000	1,100	4,000	2,800
Fixed Charges	11,400	11,300	5,561	11,300	11,300
Materials & Supplies	5,925	10,000	2,277	10,000	10,200
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 606,228</b>	<b>\$ 699,400</b>	<b>\$ 284,460</b>	<b>\$ 699,400</b>	<b>\$ 645,000</b>



## City of Eau Claire 2009 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

- Director of Community Development
- Community Development Secretary
- Senior Planner
- Project Coordinator
- Associate Planner

Total FTE Positions

	FY 2007	FY 2008	FY 2009
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 2009 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

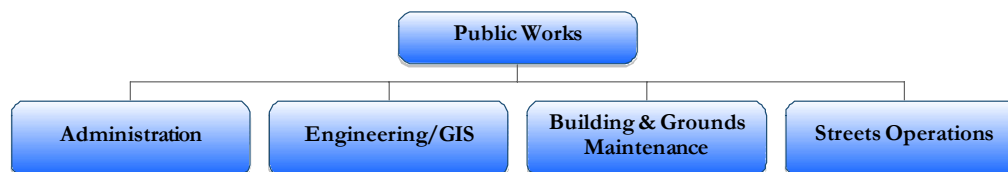
	FY 2007	FY 2008	FY 2009
Senior Building Official	1	1	1
Plumbing Inspector	1	1	1
Electrical & Assistant Mechanical Inspector	1	1	1
Building, Heating & Assistant Electrical Inspector	1	1	1
Heating, Plumbing & Assistant Building Inspector	1	1	1
Part-Time Inspector	0.5	0.5	0
Code Compliance Inspector	1	1	1
Inspections Technician	1	1	1
<b>Total FTE Positions</b>	<b>7.5</b>	<b>7.5</b>	<b>7</b>



## City of Eau Claire 2009 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*

	<u>2007 Actual</u>	<u>2008 Adopted Budget</u>	<u>2009 Adopted Budget</u>	<u>% Change</u>
<b>Revenues</b>				
Stormwater Mgmt Chg.	\$ 125,515	\$ 135,832	\$ 139,653	3%
Sewer Service Chg.	212,468	176,878	181,942	3%
Water Service Chg.	202,095	279,690	287,775	3%
Transit Admin. Chg.	6,284	6,325	6,451	2%
Other Service Chg./Transfer	553,312	792,000	773,100	-2%
Miscellaneous Charges	366,510	181,000	223,000	23%
Gen. Purpose (tax) Rev.	6,145,136	7,019,175	7,571,579	8%
<b>Total Revenues</b>	<b><u>\$ 7,611,321</u></b>	<b><u>\$ 8,590,900</u></b>	<b><u>\$ 9,183,500</u></b>	<b>7%</b>
<b>Expenditures</b>				
Personnel Services	\$ 4,439,325	\$ 4,894,700	\$ 4,999,500	2%
Contractual Services	1,853,788	1,983,600	2,400,500	21%
Utilities	773,661	1,042,200	1,116,900	7%
Fixed Charges	43,926	114,100	82,500	(28%)
Materials & Supplies	500,621	556,300	584,100	5%
<b>Total Expenditures</b>	<b><u>\$ 7,611,321</u></b>	<b><u>\$ 8,590,900</u></b>	<b><u>\$ 9,183,500</u></b>	<b>7%</b>



## City of Eau Claire 2009 Adopted Program of Services

### *Public Works - Administration Expenditure Summary*

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 306,484	\$ 210,500	\$ 93,612	\$ 210,500	\$ 281,100
Contractual Services	15,983	19,600	10,299	19,600	46,800
Utilities	4,424	3,700	1,486	3,700	3,900
Fixed Charges	1,100	1,100	550	1,100	1,100
Materials & Supplies	3,287	5,500	1,316	5,500	5,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 331,278</b>	<b>\$ 240,400</b>	<b>\$ 107,263</b>	<b>\$ 240,400</b>	<b>\$ 337,900</b>

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 322,648	\$ 416,400	\$ 164,557	\$ 416,400	\$ 419,800
Contractual Services	56,372	52,100	27,600	50,600	69,100
Utilities	149,441	183,900	82,423	183,900	212,000
Fixed Charges	41,100	41,100	20,550	41,100	41,100
Materials & Supplies	23,169	23,600	14,804	25,100	28,700
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 592,730</b>	<b>\$ 717,100</b>	<b>\$ 309,937</b>	<b>\$ 717,100</b>	<b>\$ 770,700</b>

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,155,304	\$ 1,438,900	\$ 530,314	\$ 1,438,900	\$ 1,399,700
Contractual Services	90,753	113,300	53,133	113,300	128,600
Utilities	5,199	5,800	1,101	5,800	3,200
Fixed Charges	19,400	19,400	9,700	19,400	19,400
Materials & Supplies	23,951	41,500	11,274	41,500	34,300
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,294,607</b>	<b>\$ 1,618,900</b>	<b>\$ 605,522</b>	<b>\$ 1,618,900</b>	<b>\$ 1,585,200</b>

## City of Eau Claire 2009 Adopted Program of Services

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*Public Works - Streets Operations  
Expenditure Summary*

	<u>2007 Actual</u>	<u>2008 Adopted</u>	<u>2008 6 Month Actual</u>	<u>2008 Projection</u>	<u>2009 Adopted</u>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 2,654,889	\$ 2,828,900	\$ 1,265,637	\$ 2,828,900	\$ 2,898,900
Contractual Services	1,690,680	1,798,600	713,952	1,798,900	2,156,000
Utilities	614,597	848,800	273,112	848,800	897,800
Fixed Charges	(17,674)	52,500	19,779	52,500	20,900
Materials & Supplies	450,214	485,700	241,771	635,700	516,100
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b><u>\$ 5,392,706</u></b>	<b><u>\$ 6,014,500</u></b>	<b><u>\$ 2,514,251</u></b>	<b><u>\$ 6,164,800</u></b>	<b><u>\$ 6,489,700</u></b>



**City of Eau Claire 2009 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 for \$1,452 per public works employee in 2008.

**Public Works - Administration  
Authorized Full-Time**

	FY 2007	FY 2008	FY 2009
Director of Public Works	1	1	1
Public Works Secretary	1	1	1
Engineering Technician/Administrative	0	0	1
<b>Total FTE Positions</b>	<b>2</b>	<b>2</b>	<b>3</b>







## City of Eau Claire 2009 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 \$7.4 million.
- Engineering services delivered at 22% of the construction cost in 2008.
- Monitored and administered eleven development agreements resulting in the construction of \$4.9 million of street and utility improvements constructed by private developers in 2007.
- Completed 135 sidewalk grade requests in 2007 (5-year average = 318).
- 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 2007	FY 2008	FY 2009
Deputy City Engineer	2	2	2
Transportation Engineer	1	1	1
Project Engineer	1	1	1
Senior Surveyor	0	1	1
Engineering Technician III	4	2	2
Civil Engineer	0	1	1
Engineering Technician II	1	1	1
Engineering Services Technician	0	0	1
Engineering Technician/Administrative	1	1	0
Engineering Technician I	1	1	1
Clerk III	1	1	1
Engineering Aide II	1	1	1
Total FTE Positions	13	13	13



## City of Eau Claire 2009 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 and the Parks & Recreation Administration building at 1300 First Avenue 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 2007	FY 2008	FY 2009
Building, Grounds, & Fleet Manager	1	1	1
Building Services Supervisor	1	1	1
Custodian	7	7	7
Total FTE Positions	9	9	9



*City Hall is located at 203 South Farwell Street*



## City of Eau Claire 2009 Adopted Program of Services

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### Public Works: Streets Operations

The Streets Operations Division is responsible for the maintenance, cleaning, and plowing of 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 part 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

- 94% of the streets were rated with a PCI above 25 in 2008.
- Prepare and seal coat a minimum of 10 miles of streets.
- Crack seal 600,000 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 200 properties with less than 25 being removed by City street crews.
- Sidewalk clearance notices sent to 400 properties with less than 100 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 2009 Adopted Program of Services

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

### **Objectives – Street Cleaning**

- Complete street sweeping in accordance with the requirements of the NR 216 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 37 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 2009 Adopted Program of Services

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**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 1,900 City-owned streetlights.
- Administer the installation, operation, and maintenance of 3,700 streetlights leased from Xcel Energy.

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

	FY 2007	FY 2008	FY 2009
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	9
Total FTE Positions	36	36	36



## City of Eau Claire 2009 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*

	<u>2007 Actual</u>	<u>2008 Adopted Budget</u>	<u>2009 Adopted Budget</u>	<u>% Change</u>
<b>Revenues</b>				
Charges for Services:				
Pool Admission Fees	\$ 4,300	\$ 5,000	\$ -	(100%)
Softball Fees	48,750	49,000	50,000	2%
Instructional Fees	292,470	232,800	250,000	7%
Park Reimbursements	38,695	33,000	35,000	6%
Stadium Rental	56,755	45,000	50,000	11%
WPRA Ticket Sales	758	700	1,000	43%
Other Recreation Fees	56,812	52,300	56,200	7%
Miscellaneous Revenue	116,374	106,000	113,000	7%
Gen. Purpose (tax) Rev.	3,741,372	3,872,300	3,981,600	3%
<b>Total Revenues</b>	<b><u>\$ 4,356,286</u></b>	<b><u>\$ 4,396,100</u></b>	<b><u>\$ 4,536,800</u></b>	<b>3%</b>
<b>Expenditures</b>				
Personnel Services	\$ 3,238,473	\$ 3,207,500	\$ 3,204,900	0%
Contractual Services	649,259	686,800	807,100	18%
Utilities	200,297	217,900	247,300	13%
Fixed Charges	54,568	56,300	56,300	0%
Materials & Supplies	213,689	227,600	221,200	(3%)
<b>Total Expenditures</b>	<b><u>\$ 4,356,286</u></b>	<b><u>\$ 4,396,100</u></b>	<b><u>\$ 4,536,800</u></b>	<b>3%</b>



## City of Eau Claire 2009 Adopted Program of Services

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 307,118	\$ 267,500	\$ 117,688	\$ 267,500	\$ 263,700
Contractual Services	43,567	58,900	27,981	63,700	107,500
Utilities	3,914	5,500	740	5,500	2,000
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	19,731	20,200	8,767	20,200	20,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 375,330</b>	<b>\$ 353,100</b>	<b>\$ 155,676</b>	<b>\$ 357,900</b>	<b>\$ 394,800</b>

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 2,049,743	\$ 1,958,900	\$ 930,092	\$ 1,958,900	\$ 2,011,100
Contractual Services	351,377	339,800	169,990	339,800	402,300
Utilities	190,344	206,600	45,368	206,600	242,200
Fixed Charges	33,168	34,500	17,250	34,500	34,500
Materials & Supplies	121,991	129,800	73,728	130,800	123,800
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 2,746,623</b>	<b>\$ 2,669,600</b>	<b>\$ 1,236,428</b>	<b>\$ 2,670,600</b>	<b>\$ 2,813,900</b>

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 562,001	\$ 620,700	\$ 259,314	\$ 620,700	\$ 568,300
Contractual Services	158,765	195,600	68,891	195,600	189,300
Utilities	4,922	4,500	848	4,500	2,300
Fixed Charges	13,300	13,700	6,650	13,700	13,700
Materials & Supplies	60,589	68,100	33,637	70,700	68,200
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 799,577</b>	<b>\$ 902,600</b>	<b>\$ 369,340</b>	<b>\$ 905,200</b>	<b>\$ 841,800</b>

## City of Eau Claire 2009 Adopted Program of Services

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

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 319,611	\$ 360,400	\$ 165,217	\$ 360,400	\$ 361,800
Contractual Services	95,550	92,500	36,659	92,500	108,000
Utilities	1,117	1,300	250	1,300	800
Fixed Charges	7,100	7,100	3,550	7,100	7,100
Materials & Supplies	11,378	9,500	5,207	10,500	8,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 434,756</b>	<b>\$ 470,800</b>	<b>\$ 210,883</b>	<b>\$ 471,800</b>	<b>\$ 486,300</b>





## City of Eau Claire 2009 Adopted Program of Services

### Parks & Recreation & Forestry: Administration

Administration supervises three divisions – parks maintenance, recreation, and forestry/cemeteries along with two enterprise funds – Hobbs Ice Center and Fairfax 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

- Conducted 12 Waterways & Parks Commission Meetings to gather public input and opinions.
- Developed and update 2008-2012 Park & Open Space Master Plan.
- Renewed leases with 10 organizations that use city facilities.
- Provided assistance to over 65 annual special events.
- Created a department annual report in 2007.

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

	FY 2007	FY 2008	FY 2009
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 2009 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 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.

#### 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 2007	FY 2008	FY 2009
Superintendent of Maintenance	1	1	1
Supervisor	2	2	2
Clerk III	0.75	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	5	4	4
Landscape Technician	1	1	1
<b>Total FTE Positions</b>	24.75	24	24

#### Park Maintenance Service Activity

	2007	2006	2005	2004	2003
Park Acreage Maintained	359.1	359.1	369.4	384.8	366.2
Pavilion Rentals	940	857	764	842	879
Carson Baseball Stadium Games Played	149	144	161	159	164
Carson Football Stadium Hours Rented	644	632.75	558.5	21	21
Dog Park Season Passes Sold	610	532	473	340	-
Dog Park Pass Revenue	\$ 3,570.34	\$3,406.81	\$1,999.78	\$1,810.55	\$ -
Cross Country Ski Trails Maintained - Miles	5.7	5.7	5.7	5.7	5.7
Outdoor Skating Rinks Maintained	9	10	9	20	20



## City of Eau Claire 2009 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 Pool, the Hobbs Municipal Ice Center and coordinates all facility scheduling for park pavilions, the baseball and football stadiums at Carson Park. 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 opportunities for special populations to engage in high-quality social and recreational activities.
- Operate a summer playground program and winter ice skating program with accessible opportunities in each geographical area of the community.
- Conduct a tri-annual regional adult volleyball tournament.
- Maintain the Community Center for public meeting use.
- Partnership with Eau Claire Area School District summer school programs.
- Partnership with Wisconsin Park & Recreation Association discounted family amusement tickets.

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

	FY 2007	FY 2008	FY 2009
Superintendent of Recreation	1	1	1
Program Supervisor	1	1	1
<b>Total FTE Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>

<i>Recreation Service Activity</i>					
	2007	2006	2005	2004	2003
Aquatic Class Attendance	3,276	3,220	3,097	3,161	3,328
Adult Athletic Program Attendance	1,997	2,365	2,654	2,282	2,512
Youth Athletic Program Attendance	1,673	1,430	1,343	1,471	1,527
Adult Instructional Program Attendance	571	508	442	483	455
Youth Instructional Program Attendance	1,581	1,472	1,425	1,775	1,822
Softball Program Attendance	1,901	1,863	2,039	1,784	1,982
Outdoor Skating Rinks Attendance	5,649	6,797	8,019	10,682	13,793
Playground Program Attendance	10,368	11,625	13,063	12,284	11,318
Community Center Meetings Held	778	1,065	1,104	1,065	1,041
Community Center Meeting Attendance	23,097	39,905	39,595	35,863	35,899



## City of Eau Claire 2009 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, removes tree stumps and responds 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.
- Planted a total of 713 trees in 2007.

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

	FY 2007	FY 2008	FY 2009
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>

<i>Service Activity</i>			
	2007	2006	2005
Memorial Trees Planted	6		
Tree/Stump Removals	216		
Merry Mulch	4,600	3,750	
Dutch Elm Disease Prevention	49		
Oak Wilt Management - Hours	160		
Storm Clean-up - Hours	416		
Trees Inventoried	2,800	19,640	1,600

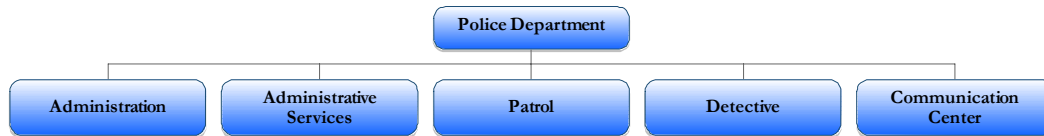
# City of Eau Claire 2009 Adopted Program of Services

## Eau Claire Police Department: Overview

The mission of the Eau Claire Police Department is to enhance the quality of life in Eau Claire by partnering with the community to solve problems, reduce crime and disorder, safeguard individual rights, and improve public safety.

The Police Department employs 133 people, of which 99 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

	2007 Actual	2008 Adopted Budget	2009 Adopted Budget	% Change
<b>Revenues</b>				
Intergovernmental:				
Federal Aid-Other	\$ 223,608	\$ -	\$ -	N/A
State Aid-Mun. Services	314,828	311,500	325,000	4%
State Aid-Other	-	-	-	0%
Licenses & Permits	12,267	9,500	11,000	16%
Fines & Forfeits:				
Court Penalties & Costs	280,518	262,500	281,250	7%
Parking Violations	378,055	300,000	326,250	9%
Charges for Services:				
Police Dept. Fees	75,679	80,000	82,000	3%
Liason Officer Reimburse.	175,095	187,600	187,600	0%
Comm. Center Reimburse.	41,895	45,300	45,300	(0%)
CDBG funding	39,576	-	30,000	N/A
Gen. Purpose (tax) Rev.	12,159,153	12,454,600	12,970,500	4%
<b>Total Revenues</b>	<b>\$ 13,700,674</b>	<b>\$ 13,651,000</b>	<b>\$ 14,258,900</b>	<b>4%</b>
<b>Expenditures</b>				
Personnel Services	\$ 12,100,904	\$ 12,120,900	\$ 12,354,300	2%
Contractual Services	1,141,891	1,142,600	1,494,400	31%
Utilities	57,252	74,700	94,200	26%
Fixed Charges	144,357	144,400	144,400	0%
Materials & Supplies	226,275	168,400	171,600	2%
Capital Purchases	29,995	-	-	
<b>Total Expenditures</b>	<b>\$ 13,700,674</b>	<b>\$ 13,651,000</b>	<b>\$ 14,258,900</b>	<b>4%</b>

## City of Eau Claire 2009 Adopted Program of Services

### Police Department - Administration Expenditure Summary

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 558,202	\$ 205,200	\$ 90,513	\$ 205,200	\$ 210,200
Contractual Services	311,011	320,600	169,794	319,500	547,800
Utilities	4,469	4,600	1,051	4,600	2,800
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	18,385	16,500	3,074	16,500	16,800
Capital Purchases	29,995	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 923,862</b>	<b>\$ 548,700</b>	<b>\$ 265,332</b>	<b>\$ 547,600</b>	<b>\$ 779,400</b>

### Police Department - Administrative Services Expenditure Summary

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,300,574	\$ 1,301,000	\$ 622,587	\$ 1,339,800	\$ 1,365,200
Contractual Services	61,279	62,100	35,175	63,900	64,100
Utilities	7,886	8,600	2,784	9,000	5,800
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	47,805	46,100	19,664	62,900	47,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,429,044</b>	<b>\$ 1,429,300</b>	<b>\$ 685,960</b>	<b>\$ 1,487,100</b>	<b>\$ 1,493,600</b>

### Police Department - Patrol Expenditure Summary

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 7,002,306	\$ 7,123,300	\$ 3,451,237	\$ 7,136,300	\$ 7,279,000
Contractual Services	556,898	526,800	265,307	544,500	621,400
Utilities	13,832	16,000	7,888	16,000	20,000
Fixed Charges	98,857	98,900	49,450	98,900	98,900
Materials & Supplies	94,243	69,900	35,981	101,700	71,300
Capital Purchases	-	-	-	8,800	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 7,766,136</b>	<b>\$ 7,834,900</b>	<b>\$ 3,809,863</b>	<b>\$ 7,906,200</b>	<b>\$ 8,090,600</b>



## City of Eau Claire 2009 Adopted Program of Services

### *Police Department - Detective Expenditure Summary*

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,892,946	\$ 1,884,900	\$ 939,388	\$ 1,884,900	\$ 1,925,300
Contractual Services	116,799	120,000	59,479	120,000	144,900
Utilities	8,714	9,900	2,817	9,900	7,300
Fixed Charges	27,500	27,500	13,389	27,500	27,500
Materials & Supplies	58,726	27,400	17,750	32,200	27,900
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 2,104,685</b>	<b>\$ 2,069,700</b>	<b>\$ 1,032,823</b>	<b>\$ 2,074,500</b>	<b>\$ 2,132,900</b>

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

	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 1,346,876	\$ 1,606,500	\$ 625,433	\$ 1,543,700	\$ 1,574,600
Contractual Services	95,904	113,100	62,724	113,100	116,200
Utilities	22,351	35,600	17,594	35,600	58,300
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	7,115	8,500	4,252	8,500	8,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 1,476,946</b>	<b>\$ 1,768,400</b>	<b>\$ 712,353</b>	<b>\$ 1,705,600</b>	<b>\$ 1,762,400</b>



## City of Eau Claire 2009 Adopted Program of Services

### Police Department: Administration/ Administrative 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 \$13 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

	FY 2007	FY 2008	FY 2009
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

	FY 2007	FY 2008	FY 2009
Lieutenant	1	1	1
Investigator-Special Services	3	3	3
Investigator-Court Officer	1	1	1
Investigator-Property Officer	1	1	0
Administrative Division Manager	1	1	1
Crime Analyst	0	1	1
Property Room Clerk	0	0	1
Records Bureau Technician	1	1	1
Law Enforcement Support Assistant	8	8	8
<b>Total FTE Positions</b>	<b>16</b>	<b>17</b>	<b>17</b>





## City of Eau Claire 2009 Adopted Program of Services

### Police Department: 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 also 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 2007	FY 2008	FY 2009
Deputy Chief	1	1	1
Lieutenant	3	3	3
Sergeant	10	10	10
Hit & Run Investigator	1	1	1
Police Officer	59	59	58
<b>Total FTE Positions</b>	<b>74</b>	<b>74</b>	<b>73</b>



## City of Eau Claire 2009 Adopted Program of Services

### Police Department: Detective

#### Activities

- General Crime      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.
- Sensitive Crime
- Financial Crime      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.
- Police/School Liaison
- West Central Drug Task Force      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.
- Polygraph

#### 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

	FY 2007	FY 2008	FY 2009
Deputy Chief	1	1	1
Lieutenant	1	1	1
Sergeant	2	2	2
Investigator	14	14	15
<b>Total FTE Positions</b>	<b>18</b>	<b>18</b>	<b>19</b>



## City of Eau Claire 2009 Adopted Program of Services

### Police Department: Communication Center

#### Activities

- Answered approximately 205,300 telephone calls
- Tracked over 110,000 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 such subjects as sex offenders, 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

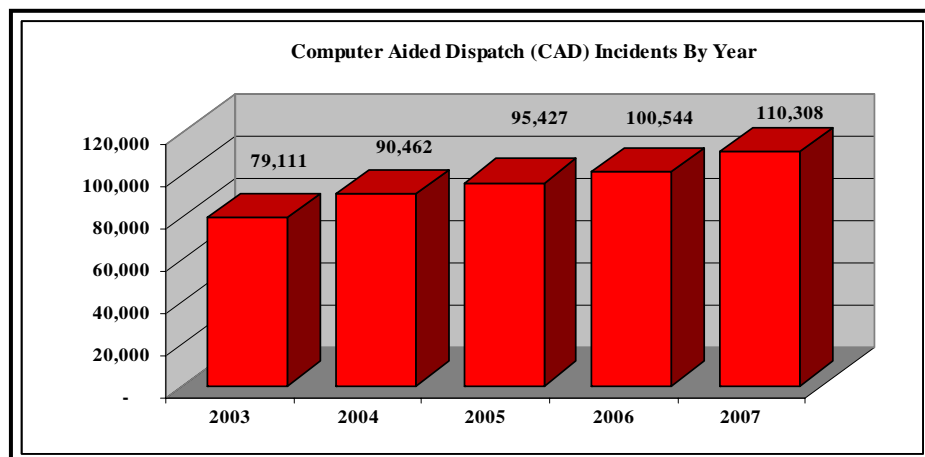
- Increase staffing to keep pace with increased demand for services in Eau Claire County.
- Upgrade the hiring process by adding additional screening requirements.
- Provide ongoing training in the areas of managing stress and customer service.

#### Outputs

- The City of Eau Claire recommended an increase of three telecommunicators. Two were added in 2008 and the department is seeking to add 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 2007	FY 2008	FY 2009
Communication Center Manager	1	1	1
Communication Center Supervisor	3	3	3
Telecommunicator I	15	17	18
<b>Total FTE Positions</b>	<b>19</b>	<b>21</b>	<b>22</b>





## City of Eau Claire 2009 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*

	2007 Actual	2008 Adopted Budget	2009 Adopted Budget	% Change
<b>Revenues</b>				
Intragovernmental Service	\$ 10,000	\$ 12,000	\$ 12,000	0%
Intergovernmental:				
State Aid-Fire Ins. Tax	121,248	120,000	120,000	0%
State Aid-Under. Tanks	11,568	10,000	11,000	10%
State Aid-Mun. Services	356,435	357,500	374,000	5%
State Aid-Ambulance Services	96,800	-	-	N/A
Haz-Mat B Response	34,000	34,000	34,000	0%
Charges for Services:				
Fees	18,307	17,000	22,000	29%
Regional Ambulance Fees	-	250,000	320,000	
Local Ambulance Fees	1,133,833	1,150,000	1,420,000	
Hospital Subsidies	-	150,000	157,500	5%
Altoona-Fire Inspector	20,302	43,200	44,000	2%
Ambulance Fee	-	20,000	39,400	97%
Gen. Purpose (tax) Rev.	7,847,770	7,309,900	7,242,600	(1%)
<b>Total Revenues</b>	<b>\$ 9,650,263</b>	<b>\$ 9,473,600</b>	<b>\$ 9,796,500</b>	<b>3%</b>
<b>Expenditures</b>				
Personnel Services	\$ 8,704,753	\$ 8,529,500	\$ 8,626,700	1%
Contractual Services	551,372	517,700	705,900	36%
Utilities	74,603	80,200	90,700	13%
Fixed Charges	127,049	128,100	128,100	0%
Materials & Supplies	192,486	218,100	245,100	12%
<b>Total Expenditures</b>	<b>\$ 9,650,263</b>	<b>\$ 9,473,600</b>	<b>\$ 9,796,500</b>	<b>3%</b>

## City of Eau Claire 2009 Adopted Program of Services

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 538,009	\$ 300,600	\$ 89,715	\$ 300,600	\$ 195,200
Contractual Services	111,071	119,700	52,163	120,700	263,100
Utilities	74,603	80,200	34,810	80,200	90,700
Fixed Charges	3,200	3,200	1,600	3,200	3,200
Materials & Supplies	27,875	25,300	11,868	24,300	25,100
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 754,758</b>	<b>\$ 529,000</b>	<b>\$ 190,156</b>	<b>\$ 529,000</b>	<b>\$ 577,300</b>

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 7,827,107	\$ 7,881,000	\$ 3,632,962	\$ 7,892,300	\$ 7,949,900
Contractual Services	437,093	393,900	208,878	393,900	438,600
Fixed Charges	118,249	119,300	59,550	119,300	119,300
Materials & Supplies	157,190	186,700	92,826	188,200	214,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 8,539,639</b>	<b>\$ 8,580,900</b>	<b>\$ 3,994,216</b>	<b>\$ 8,593,700</b>	<b>\$ 8,722,200</b>

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

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	\$ 339,637	\$ 347,900	\$ 197,415	\$ 347,900	\$ 481,600
Contractual Services	3,208	4,100	2,310	4,100	4,200
Fixed Charges	5,600	5,600	2,800	5,600	5,600
Materials & Supplies	7,422	6,100	1,742	6,100	5,600
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>\$ 355,867</b>	<b>\$ 363,700</b>	<b>\$ 204,267</b>	<b>\$ 363,700</b>	<b>\$ 497,000</b>



## City of Eau Claire 2009 Adopted Program of Services

### Fire & Rescue Department: 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

- Internalize fire and emergency medical services (EMS) training.
- Advance the process of distance education and deploy into our daily operations.
- Develop an EMS providers' alliance initiative.
- Develop an area EMS consumers' group 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.
- Develop CompStat program for operational analysis.

#### Outputs

- Completed EMS contracts with surrounding communities.
- Took lead role in EMS Council.
- Established training officer position.
- Developed EMS training coalition for area responders.
- 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 2007	FY 2008	FY 2009
Fire Chief	1	1	1
Assistant Fire Chief	1	1	0
Fire Secretary	1	1	1
Total FTE Positions	3	3	2



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



## City of Eau Claire 2009 Adopted Program of Services

### Fire & Rescue Department: Operations

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

Responsibilities are carried out through the efforts of 1 deputy chief, 3 operational (shift) battalion chiefs, 6 captains, 12 lieutenants, 18 equipment engineers, and 47 firefighters. The employees are the department's most valuable assets. Without dedicated and cross-trained people, the department cannot accomplish its mission of protecting the lives and property of the citizens it serves.

#### Objectives

- Provide fire suppression methods.
- 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 in Eau Claire.
- 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 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

- Averaged a 4.43-minute response time in 2007 from the time call dispatched to first unit on-scene in Eau Claire.

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

	FY 2007	FY 2008	FY 2009
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>

<b>5,840 Responses in 2007</b>			
4,622	Medical Responses	154	Service Call Responses
166	Fire/Rescue Responses	143	Good Intent Responses
545	Automatic Alarm Responses	20	Special Request Responses
190	Hazardous Condition Responses		



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



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

Comprising close to 80 percent of department responses, emergency medical services remains a strong focus of department resources. The department is staffed with 36 certified paramedics and 56 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**

- Establish a 12-Lead EKG quality assurance program with area hospitals.
- Establish a stroke quality assurance program with area hospitals.
- 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.
- Revise the Emergency Medical Technician Basic (EMT-B) refresher program to bring training in-house.

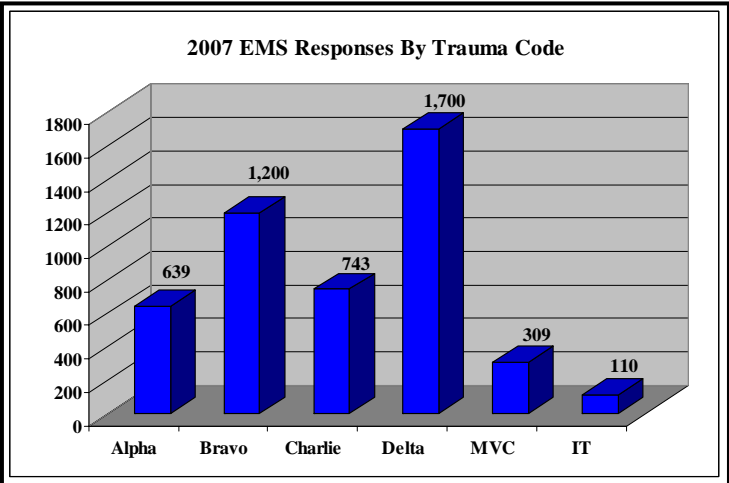
**Outputs**

- Implemented the 12-Lead EKG field transmission program to hospitals.
- Expanded Emergency Medical Services (EMS) outside the city limits to include 11 townships, 1 village, and 1 city.
- Reviewed and revised EMS protocols to reflect change to regional operation.
- Upgraded area First Responders skills and equipment levels to allow advanced treatment.

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

<i>Net Ambulance Revenue</i>				
2003	2004	2005	2006	2007
\$ 865,352	\$ 925,283	\$ 1,038,743	\$ 1,145,908	\$ 1,114,317

Alpha.....Delta  
(Least Serious.....Most Serious)  
  
MVC = Motor Vehicle Collision  
IT = Interfacility Transport







## City of Eau Claire 2009 Adopted Program of Services

### Fire & Rescue Department: Inspections

The Inspection Division is comprised of four full-time staff members—four officers and one clerical. 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 a newly created position that is charged with the training and special operations functions of the department.

#### Objectives

- 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

- Over 5,900 inspections completed by the fire inspectors and fire/EMS crews.
- 244 specialty inspections and site permits completed.
- 58 fire investigations conducted.
- 12 unsafe living conditions investigated.
- 10 juveniles referred to the Juvenile Fire Setter Program.
- Fire prevention activities were conducted at 20 schools for all students grades K-4.

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

	FY 2007	FY 2008	FY 2009
Deputy Chief	1	1	1
Division Chief of Training & EMS	0	0	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>4</b>	<b>5</b>

<i>Dollar Loss From Fire</i>				
2003	2004	2005	2006	2007
\$ 1,447,280	\$ 1,779,900	\$ 2,775,848	\$ 1,709,903	\$ 3,716,199 *

\*The total equalized value of all property in the City of Eau Claire for 2007 was \$3.898 billion. The total dollar loss from fire in 2007 represents .095% of the total equalized value.



## City of Eau Claire 2009 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 health insurance costs for retirees, 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

- Management of retiree health care costs.
- Reconciliation of debt costs to the tax levy for debt service.
- Operational subsidies for Hobbs Municipal Ice Center, Fairfax Municipal Pool, Transit, Cemeteries, and the Parking Utility.
- Support for the 5-year Capital Improvement Plan.

#### Outputs

- An allocation of \$1,136,600 for retiree health insurance.
- A transfer of \$4,337,800 to the Debt Service Fund.
- Operating subsidies and capital transfers as listed below.

<i>CIP Transfers</i>		<i>Subsidies</i>	
Land, Buildings & Equipment	\$ 962,700	Transit	\$ 1,231,400
Park Improvements	150,000	Fairfax Municipal Pool	280,600
Bridge Improvements	100,000	Hobbs Municipal Ice Center	188,800
CESA	175,000	Cemeteries	252,600
Parking	100,000	Parking Utility	3,300
Transit	10,000	Economic Development	4,400
Hobbs Municipal Ice Center	600,000	<b>Total Subsidies</b>	<b><u><u>\$ 1,961,100</u></u></b>
Fairfax Municipal Pool	45,000		
<b>Total CIP Transfers</b>	<b><u><u>\$ 2,142,700</u></u></b>		



## City of Eau Claire 2009 Adopted Program of Services

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

	<u>2007 Actual</u>	<u>2008 Adopted Budget</u>	<u>2009 Adopted Budget</u>	<u>% Change</u>
<b>Revenues</b>				
Licenses & Permits	\$ 781,170	\$ 760,000	\$ 780,000	3%
Special Assess. Taxes	100,067	109,000	110,000	1%
Miscellaneous Revenue	379,853	338,900	1,072,100	216%
Gen. Purpose (tax) Rev.	5,513,065	7,731,800	8,185,600	6%
<b>Total Revenues</b>	<b><u>\$ 6,774,155</u></b>	<b><u>\$ 8,939,700</u></b>	<b><u>\$ 10,147,700</u></b>	<b>14%</b>
<b>Expenditures</b>				
Personnel Services	\$ (28,600)	\$ 1,158,500	\$ 1,245,700	8%
Contractual Services	49,730	108,000	128,000	19%
Fixed Charges	288,668	408,600	334,300	(18%)
Contributions & Other Payments	320,664	323,900	309,400	(4%)
Other Financing Uses	6,143,693	6,940,700	8,130,300	17%
<b>Total Expenditures</b>	<b><u>\$ 6,774,155</u></b>	<b><u>\$ 8,939,700</u></b>	<b><u>\$ 10,147,700</u></b>	<b>14%</b>



City of Eau Claire, Wisconsin

# *Adopted Program*

# *Of Services*

November 12, 2008



## *Special Revenue Funds*

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# City of Eau Claire 2009 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
- Development Zone Board
- 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. Eau Claire's economy includes 2,025 businesses, 85 manufacturers, and 476 downtown businesses. 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.

### 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 and 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 economic development 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.
- Finalized 4 Business Development Fund Loans creating 131 jobs.
- Issued 4 Revolving Fund Loans creating 64 jobs.
- Assured creation of 575 jobs through business retention and prospect calls.
- Attracted Minnesota School of Business – new location in Eau Claire - \$2.9 million investment.
- Assisted with the AccuTech Plastics expansion, the Minnesota Wire & Cable relocation to the Intek building, and the Valley Builders Hardware purchase of land in Sky Park.
- Concluded negotiations to begin Phoenix Park Neighborhood development.

### Economic Development Authorized Full-Time

	FY 2007	FY 2008	FY 2009
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

	2008 Support	2009 Support
Eau Claire Area Economic Development Corporation	\$ 90,000	\$ 90,000
Downtown Eau Claire, Inc.	85,000	85,000
Momentum West	5,000	-
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 2009 Adopted Program of Services

*Economic Development  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2008</b>	<b>2009</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>					
Miscellaneous	\$ 343,666	\$ 284,100	\$ 169,374	\$ 284,100	\$ 250,400
Non-Operating Revenue	130,744	140,200	115,951	140,200	184,000
Other Financing Sources	65,050	100,000	-	100,000	4,400
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>539,460</b>	<b>524,300</b>	<b>285,325</b>	<b>524,300</b>	<b>438,800</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	163,566	166,900	80,174	166,900	167,200
Contractual Services	16,324	70,300	10,437	70,300	73,400
Utilities	25,781	34,300	25,445	34,300	40,600
Fixed Charges	1,200	1,400	600	1,400	1,500
Materials & Supplies	891	2,600	1,516	2,600	2,500
Contributions & Other Payments	105,300	107,100	69,600	107,100	102,100
Capital Purchases	386,207	-	-	-	-
Loans	685,000	-	35,000	-	-
Other Financing Uses	285,000	285,000	42,500	285,000	285,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>1,669,269</b>	<b>667,600</b>	<b>265,272</b>	<b>667,600</b>	<b>672,300</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ (1,129,809)</b>	<b>\$ (143,300)</b>	<b>\$ 20,053</b>	<b>\$ (143,300)</b>	<b>\$ (233,500)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 5,073,007	\$ 3,943,198		\$ 2,659,459	\$ 2,230,159
Changes in Available Fund Balance:					
From Operations	(1,129,809)	(143,300)		(143,300)	(233,500)
Reserve For:					
EDF Loan - Gateway	(950,000)	-		-	-
RLF Program	(223,739)	-		-	-
Code Compliance	(100,000)	-		-	-
Façade Loan	(10,000)	-		-	-
Other Loans	-	-		(286,000)	-
<b>Ending Balance</b>	<b>\$ 2,659,459</b>	<b>\$ 3,799,898</b>		<b>\$ 2,230,159</b>	<b>\$ 1,996,659</b>





## City of Eau Claire 2009 Adopted Program of Services

### Community Enhancement

#### Activities

- Room Tax Collection
- Tourism Support

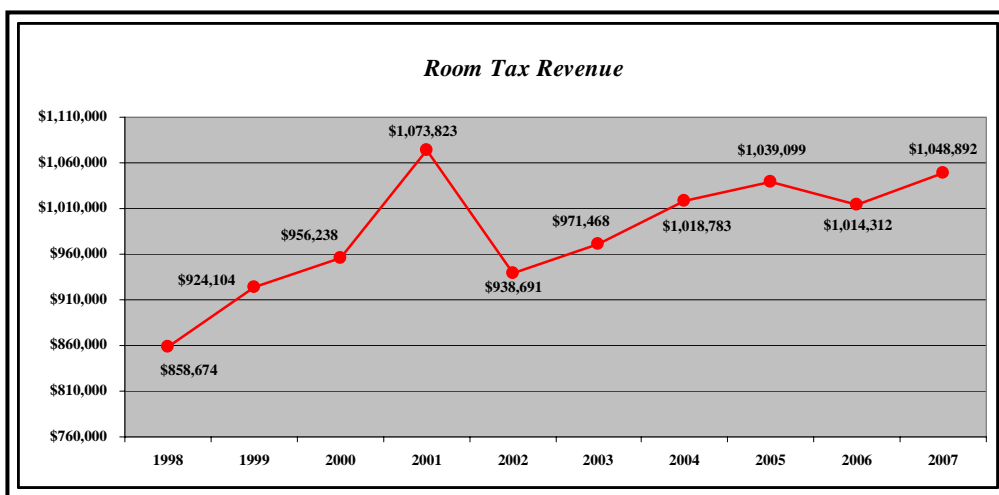
The Community Enhancement Fund was created in 1992 to account for the receipt and use of room tax revenues. Since 1975, the City has levied a room tax on hotels and motels within the city limits under authority of Wisconsin Statute 66.0615. The tax is currently 7% of gross room rental charges with a proposal to increase to 8%. 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 Chippewa Valley Convention & Visitor’s Bureau (CVCVB) at 56.35% of room tax if the 8% room tax rate is approved or 54.4% of the current rate.
- Support Outside Organizations including:
  - Regional Arts Council
  - Chippewa Valley Symphony
  - Chippewa Valley Theatre Guild
  - Eau Claire Chamber Orchestra
  - Community Beautification
  - Chippewa Valley Museum
  - Paul Bunyan Camp
  - Eau Claire Children’s Museum
  - Municipal Band
  - Eau Claire Children’s Theatre
- Support Hobbs Ice Center Capital Improvement Projects.
- General Fund support for convention and tourism activities.
- Support Parks & Recreation Capital Improvement Projects.



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



## City of Eau Claire 2009 Adopted Program of Services

*Community Enhancement  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2008</b>	<b>2009</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>					
Taxes	\$ 1,048,892	\$ 1,045,000	\$ 380,993	\$ 1,060,000	\$ 1,228,600
Miscellaneous	1,200	-	-	-	-
Non-Operating Revenue	5,000	5,000	2,083	2,100	-
Other Financing Sources	-	11,675	-	11,675	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>1,055,092</b>	<b>1,061,675</b>	<b>383,076</b>	<b>1,073,775</b>	<b>1,228,600</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	1,640	2,000	1,375	1,900	2,000
Contributions & Other Payments	765,896	774,675	459,356	782,775	897,300
Other Financing Uses	279,800	298,600	-	298,600	342,300
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>1,047,336</b>	<b>1,075,275</b>	<b>460,731</b>	<b>1,083,275</b>	<b>1,241,600</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 7,756</b>	<b>\$ (13,600)</b>	<b>\$ (77,655)</b>	<b>\$ (9,500)</b>	<b>\$ (13,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 14,799	\$ 13,599		\$ 22,555	\$ 13,055
Changes in Available Fund Balance:					
From Operations	7,756	(13,600)		(9,500)	(13,000)
<b>Ending Balance</b>	<b>\$ 22,555</b>	<b>\$ (1)</b>		<b>\$ 13,055</b>	<b>\$ 55</b>



# City of Eau Claire 2009 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 is to carry out the recommendations of HyettPalma's downtown Action Agenda 2001. 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, 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.
- Successfully brand downtown through marketing, website and other promotions.

### Outputs

- Successfully held several festivals bringing a total of 25,000+ 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.
- Created several new marketing pieces and established branding criteria for the new downtown image which has been incorporated into all media/promotions of downtown, making the first 9 months of the branding campaign a success.
- Successfully redesigned the downtown website creating an 88% increase in traffic during prime downtown activities and events.
- Achieved 100% downtown residential occupancy.

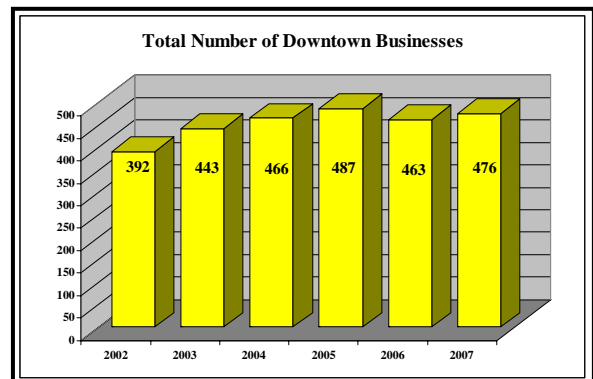
#### Downtown Fund Authorized Full-Time

Communications & Promotions  
Coordinator

Total FTE Positions

	FY 2007	FY 2008	FY 2009
Communications & Promotions 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 5 years except for 2006. There are currently 476 businesses in the downtown area representing retail, restaurant, service, medical, manufacturing, government, and entertainment/recreational facilities.*





## City of Eau Claire 2009 Adopted Program of Services

### Downtown Fund Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 115	\$ -	\$ -	\$ -	\$ -
Miscellaneous	-	-	-	-	-
Other Financing Sources	116,666	118,000	59,000	118,000	122,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>116,781</b>	<b>118,000</b>	<b>59,000</b>	<b>118,000</b>	<b>122,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	72,051	105,500	39,492	105,500	111,900
Contractual Services	43,049	33,000	14,856	33,000	36,800
Utilities	218	200	42	200	100
Fixed Charges	2,730	3,000	3,370	3,000	3,200
Materials & Supplies	1,260	1,300	398	1,300	1,300
Contributions & Other Payments	-	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>119,308</b>	<b>143,000</b>	<b>58,158</b>	<b>143,000</b>	<b>153,300</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b># \$ (25,000)</b>	<b>\$ (25,000)</b>	<b>\$ 842</b>	<b>\$ (25,000)</b>	<b>\$ (31,300)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 75,290	\$ 29,990		\$ 61,763	\$ 36,763
Changes in Available Fund Balance:					
From Operations	(2,527)	(25,000)		(25,000)	(31,300)
Reserve for Façade Loan	(11,000)	-		-	-
<b>Ending Balance</b>	<b>\$ 61,763</b>	<b>\$ 4,990</b>		<b>\$ 36,763</b>	<b>\$ 5,463</b>



## City of Eau Claire 2009 Adopted Program of Services

### Cemetery Maintenance

The City operates and maintains two public cemeteries – Forest Hill and Lakeview. Staff sells lots, dig graves and assist 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 – 2007

- Dug 156 graves.
- Opened 88 columbarium sites.
- Sold 100 lots.
- Sold 116 marker permits.

#### Cemetery Maintenance Authorized Full-Time

Assistant Sexton

Total FTE Positions

	FY 2007	FY 2008	FY 2009
Assistant Sexton	2	2	2
Total FTE Positions	2	2	2





## City of Eau Claire 2009 Adopted Program of Services

***Cemetery Maintenance  
Budget Summary  
Revenues & Expenditures***

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Licenses & Permits	\$ 103,023	\$ 104,600	\$ 45,858	\$ 104,600	\$ 104,600
Fines & Forfeits	26	-	-	-	-
Charges For Services	86,597	77,600	29,918	77,600	77,600
Other Financing Sources	199,168	226,600	-	226,600	252,600
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>388,814</b>	<b>408,800</b>	<b>75,776</b>	<b>408,800</b>	<b>434,800</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	278,896	293,700	140,418	293,700	297,200
Contractual Services	81,553	68,800	37,390	68,800	83,100
Utilities	14,749	22,100	8,108	22,100	26,000
Fixed Charges	2,892	6,100	3,050	6,100	6,700
Materials & Supplies	10,724	18,100	5,549	18,100	21,800
Other Financing Uses	-	24,000	-	24,000	31,300
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>388,814</b>	<b>432,800</b>	<b>194,515</b>	<b>432,800</b>	<b>466,100</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ -</b>	<b>\$ (24,000)</b>	<b>\$ (118,739)</b>	<b>\$ (24,000)</b>	<b>\$ (31,300)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 142,442	\$ 142,442		\$ 142,442	\$ 118,442
Changes in Available Fund Balance:					
From Operations	-	(24,000)		(24,000)	(31,300)
<b>Ending Balance</b>	<b>\$ 142,442</b>	<b>\$ 118,442</b>		<b>\$ 118,442</b>	<b>\$ 87,142</b>



## City of Eau Claire 2009 Adopted Program of Services

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### 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 Fire Department and the Menomonie Fire Department for their departments to serve as designated CATs (Chemical Assessment Team) as adjuncts of the West Central 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

- Responded to Bruce, Wisconsin, patient having medical reaction from exposure to unknown powder.
- Responded to explosion and fire at environmental services plant in Eau Claire County involving numerous chemicals.
- Responded to Chippewa Falls, Wisconsin, ammonia hydroxide spill.
- Provided technical advice to local entities on hazardous materials disposal.
- Gave outreach presentations to nine entities within response area.
- Participated in training on topics including decontamination, Level A suit entry, Weapons of Mass Destruction, chemical resources, and detection meters.
- Participated in a drill at the US Postal Service Distribution Center in conjunction with postal inspectors in which activation of the bio-detection system was simulated.

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

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



*WRR Fire – Haz Mat team responded & mitigated*



## City of Eau Claire 2009 Adopted Program of Services

### Hazardous Materials Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2008</b>	<b>2009</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>					
Intergovernmental	\$ 209,521	\$ 180,100	\$ -	\$ 180,100	\$ 180,100
Charges For Services	6,307	3,000	-	3,000	3,000
Miscellaneous	9,090	1,000	2,910	1,000	1,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>224,918</b>	<b>184,100</b>	<b>2,910</b>	<b>184,100</b>	<b>184,100</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	60,516	49,800	33,420	49,800	61,700
Contractual Services	18,466	23,400	13,239	23,400	25,500
Utilities	1,238	1,000	539	1,000	1,300
Fixed Charges	10,000	12,000	6,000	12,000	12,200
Materials & Supplies	64,388	62,400	7,599	62,400	32,700
Contributions & Other Payments	57,110	77,500	31,477	77,500	77,500
Capital Purchases	-	-	-	-	47,500
Other Financing Uses	-	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>211,718</b>	<b>226,100</b>	<b>92,274</b>	<b>226,100</b>	<b>258,400</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 13,200</b>	<b>\$ (42,000)</b>	<b>\$ (89,364)</b>	<b>\$ (42,000)</b>	<b>\$ (74,300)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 206,657	\$ 148,157		\$ 219,857	\$ 177,857
Changes in Available Fund Balance:					
From Operations	13,200	(42,000)		(42,000)	(74,300)
<b>Ending Balance</b>	<b>\$ 219,857</b>	<b>\$ 106,157</b>		<b>\$ 177,857</b>	<b>\$ 103,557</b>





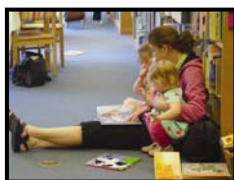
## City of Eau Claire 2009 Adopted Program of Services

### 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
- music cassettes & compact discs
- videos, DVDs, books-on-cassette & CD
- downloadable audiobooks & e-books
- 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
- delivery of materials to the homebound



#### Outputs – 2007

Circulation and Interlibrary Loan Activity .....	1,345,609
Adjusted daily number of library visits in building.....	1,246
Annual library visits.....	424,717
Number of users of electronic resources .....	150,599
Reference transactions .....	73,704
Library program attendance .....	17,852 children and 3,391 adults
Summer Library Program registration .....	1,991 children and 561 teenagers
Volunteer hours.....	2,461

- At the end of 2007, the library collection included: 304,261 items

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

	FY 2007	FY 2008	FY 2009
Library Director	1	1	1
Professional 5	1	1	1
Professional 4	1	1	1
Professional 3	1	1	1
Professional 2	6	6	6
Professional 1	2	2	2
Library Associate II	4.78	5.1	5.05
Library Associate I	1.68	1.25	2.5
Library Assistant II	4.75	4.75	3.75
Library Assistant I	9.12	9.12	9.12
Desk Clerk	5.18	4.7	5.18
<b>Total FTE Positions</b>	<b>37.51</b>	<b>36.92</b>	<b>37.60</b>



## City of Eau Claire 2009 Adopted Program of Services

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

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 2,711,500	\$ 2,757,900	\$ 2,757,900	\$ 2,757,900	\$ 2,825,000
Intergovernmental	3,220	-	-	-	2,500
Fines & Forfeits	131,972	130,700	67,528	130,700	133,400
Charges For Services	5,185	4,800	2,797	4,800	5,600
Charges For Services - Intragovernmental	645,525	657,200	11,654	657,200	656,300
Other Operating Revenue	168,751	210,100	210,134	210,100	222,800
Miscellaneous	52,279	50,000	31,109	50,000	51,300
Other Financing Sources	-	200	-	200	200
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>3,718,432</b>	<b>3,810,900</b>	<b>3,081,122</b>	<b>3,810,900</b>	<b>3,897,100</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,503,537	2,756,600	1,152,589	2,756,600	2,752,100
Contractual Services	302,893	362,400	177,410	362,400	355,300
Utilities	109,221	112,900	51,123	112,900	113,800
Fixed Charges	31,581	31,600	16,081	31,600	32,000
Materials & Supplies	498,007	539,700	226,484	539,700	546,200
Contributions & Other Payments	10,213	10,300	10,421	10,300	10,400
Capital Outlay	5,900	6,000	-	6,000	5,800
Non Operating Proprietary	-	-	-	-	-
Other Financing Uses	105,900	55,900	55,900	55,900	350,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>3,567,252</b>	<b>3,875,400</b>	<b>1,690,008</b>	<b>3,875,400</b>	<b>4,165,600</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 151,180</b>	<b>\$ (64,500)</b>	<b>\$ 1,391,114</b>	<b>\$ (64,500)</b>	<b>\$ (268,500)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 408,267	\$ 275,476		\$ 476,828	\$ 412,328
Changes in Available Fund Balance:					
From Operations	151,180	(64,500)		(64,500)	(268,500)
Designated - Library Trust Fund	(82,619)	-		-	-
<b>Ending Balance</b>	<b>\$ 476,828</b>	<b>\$ 210,976</b>		<b>\$ 412,328</b>	<b>\$ 143,828</b>



## City of Eau Claire 2009 Adopted Program of Services

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### City-County Health Department: 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

#### 2007-2009 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.
- 2007 County Health Ranking Report: 3<sup>rd</sup> of 72 counties.
- Protection of surface and groundwater.
- Communicable disease prevention.
- 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        | - Human Health Hazards & 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 2009 Adopted Program of Services

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

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 1,556,900	\$ 1,636,600	\$ 1,629,665	\$ 1,636,600	\$ 1,693,500
Intergovernmental	984,965	938,200	376,148	973,100	956,400
Licenses & Permits	325,572	323,400	207,017	313,800	322,700
Charges For Services	132,815	148,200	41,161	161,600	171,200
Charges For Services - Intragovernmental	1,173,221	1,178,700	493,440	1,215,200	1,251,200
Miscellaneous	3,170	13,300	-	1,000	1,000
Other Financing Sources	54,187	53,300	26,405	56,300	61,800
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>4,230,830</b>	<b>4,291,700</b>	<b>2,773,836</b>	<b>4,357,600</b>	<b>4,457,800</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	3,570,009	2,948,900	1,648,424	3,839,000	2,995,100
Contractual Services	405,128	189,300	111,551	352,900	242,200
Utilities	16,597	15,600	2,855	23,500	15,600
Fixed Charges	6,550	7,800	8,016	8,000	7,800
Materials & Supplies	278,821	1,286,900	114,574	300,000	1,340,700
Other Financing Uses	-	-	-	-	29,400
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>4,277,105</b>	<b>4,448,500</b>	<b>1,885,420</b>	<b>4,523,400</b>	<b>4,630,800</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ (46,275)</b>	<b>\$ (156,800)</b>	<b>\$ 888,416</b>	<b>\$ (165,800)</b>	<b>\$ (173,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 705,979	\$ 382,979		\$ 659,704	\$ 493,904
Changes in Available Fund Balance:					
From Operations	(46,275)	(156,800)		(165,800)	(173,000)
<b>Ending Balance</b>	<b>\$ 659,704</b>	<b>\$ 226,179</b>		<b>\$ 493,904</b>	<b>\$ 320,904</b>



## City of Eau Claire 2009 Adopted Program of Services

### City-County Health Department: Administration

#### Activities

- Personnel Recruitment, Evaluation & Training
- Accounts Receivable/Payable
- Payroll
- Purchasing
- Public Health Administration
- Employee Fringe Benefit Management
- Information Systems Support
- Website Development & Maintenance
- Facilities Management
- Program Clerical Support
- Equipment Management
- Community Health Education

The administration component of the department provides support to other divisions and functions of the department.

#### **Objectives**

- Provide agency level supervision, direction and evaluation of public health staff and programs.
- Development of new public health programs to meet community needs.
- Assure a community health assessment and improvement planning process.
- Develop and execute the department's budget using guidelines of the city, county and Board of Health.
- Manage the department's strategic planning process.
- Effectively manage the human and fiscal resources of the department.
- Build the capacity to effectively respond to public health emergencies through internal planning and local/regional collaboration.
- Assure enforcement of public health laws/regulations.
- Sustain funding for Tobacco/Youth Alcohol Prevention.

#### **Outputs**

- Provide cost effective public health administrative support at \$2,823 per staff member.
- Successful BadgerCare Plus outreach and application assistance grant applicant (\$20,000).
- Recognized in 2007 by the American Medical Association (AMA) as a model community for work with emergency response partners.
- Local emergency preparedness committee recognized in 2008 by Wisconsin Public Health Association with Special Achievement in Public Health Partners Award for its collaborative work.
- Initiated health assessment and improvement planning process in 2008, communicating with 300 community members.
- Successfully implemented enforcement of the City of Eau Claire's Smoke-Free Ordinance.
- Secured grants for over \$224,000 for tobacco/youth alcohol prevention programs in 2008.
- Award winning nationally recognized professional staff sharing effective public health strategies and interventions.

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

	FY 2007	FY 2008	FY 2009
Health Department Director	1	1	1
Administrative Services Manager	1	1	1
Front/Medical Office Associate	3.35	3.4	3.4
PC Applications Specialist	0.6	0.6	0.6
Community Health Educator/Supervisor	1	1	1
Total FTE Positions	6.95	7	7



## City of Eau Claire 2009 Adopted Program of Services

# City-County Health Department: 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 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
- BadgerCare Plus Outreach/Application Assistance
- 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 and promote health services in 35 schools: child 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

- 720 communicable disease investigations.
- 2,191 immunizations to protect against 15 diseases and 2,549 flu vaccinations administered.
- 200 consults for children with developmental delays.
- 483 Prenatal Care Coordination assessments, 610 service coordination visits, 750 pregnancy and nutrition education sessions and 3,819 WIC participants served.
- 1,073 referrals from physicians/community organizations.
- 2,594 family health visits; teaching/case management.
- 584 Adult Health clinic visits; 18 referrals for care.
- 6,556 school health screenings; 202 referred for care.
- 938 patients received reproductive health and family planning services; 165 Early Pregnancy Identification.
- 870 childhood blood lead tests provided.
- 270 cancer screenings for women of low-income.

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

	FY 2007	FY 2008	FY 2009
Director of Nursing	1	1	1
Supervisor of Nursing	1	1	1.6
Public Health Nurse	11.57	11.57	10.97
Health Benefits Specialist	0.1	0.1	0.1
Public Health Aide	0.45	0.45	0.45
Bilingual Health Aide	0.75	0.75	0.7
Bilingual Interpreters	0	0	0.5
Public Health Nutritionist	0.4	0.4	0.4
<b>Total FTE Positions</b>	<b>15.27</b>	<b>15.27</b>	<b>15.72</b>



## City of Eau Claire 2009 Adopted Program of Services

# City-County Health Department: Environmental Health

### Activities

- Communicable Disease Investigation & Prevention
- Food Protection
- Drinking Water Protection
- Rodent, Insect, Rabies & Vector Control
- Housing & Property Maintenance & Hygiene
- Private Onsite Wastewater Disposal
- Environmental Sanitation
- Human Health Hazard
- Solid Waste
- Emergency Preparedness
- Childhood Lead Poisoning Prevention
- Air Pollution Control

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

### **Objectives**

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

### **Outputs**

- 2,147 food product/ingredient samples and swabs.
- 11,000 water sample analyses.
- 265 animal bite investigations/consultations.
- 1,300 vaccinations at biannual rabies clinic.
- 26 food-borne illness complaint investigations.
- 636 housing inspections and 1,816 re-inspections.
- 873 recreational water samples.
- 100% recreational facility inspections.
- All schools inspected twice during a twelve-month period.
- 770 human health hazard and solid waste investigations and 90 garbage truck inspections.
- 101 lead samples and 17 investigations.
- 71 air program inspections and 48 air samples.

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

- Radiation Protection

Director of Environmental Health  
 Environmental Health Specialist  
 Laboratory Chemist  
 Microbiology Coordinator  
 Laboratory Technician II  
 Environmental Health Technician  
 Environmental Health Aide

	FY 2007	FY 2008	FY 2009
Director of Environmental Health	1	1	1
Environmental Health Specialist	6.5	6.95	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	1.45
Environmental Health Aide	0.23	0.23	0.23
<b>Total FTE Positions</b>	<b>11.53</b>	<b>11.98</b>	<b>11.98</b>



## City of Eau Claire 2009 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) and HOME programs. The CDBG and HOME programs are 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 down payment closing cost assistance for 10 first-time homebuyers.
- Provide Tenant Based Rental Assistance to low-income families.
- Provide planning and management funding for four neighborhood associations.

#### Outputs

- Provided rehabilitation loans to 15 homeowners.
- Acquired and rehabilitated three single-family homes for the home ownership program.
- Acquired and rehabilitated a duplex for the affordable housing program.
- Provided lead remediation and weatherization grants to 15 homeowners.
- Provided funding for alley improvements within the city limits in Low to Moderate Income areas.
- Provided down payment closing cost assistance to 20 first-time homebuyers.

#### CDBG

##### Authorized Full-Time

	FY 2007	FY 2008	FY 2009
Housing Division Administrator	0.5	0.28	0.28
Housing Rehabilitation Specialist	1	1	1
Accounting Assistant	0	0.03	0.03
Office Associate	0.1	0.15	0.15
Program Specialist	1.4	1.55	1.55
Rental Specialist	0.1	0.05	0.05
Total FTE Positions	3.1	3.06	3.06



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



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





## City of Eau Claire 2009 Adopted Program of Services

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

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Intergovernmental	\$ 715,231	\$ 655,300	\$ 343,067	\$ 655,300	\$ 632,500
Program Income	575,917	250,000	131,058	250,000	250,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>\$ 1,291,148</b>	<b>\$ 905,300</b>	<b>\$ 474,125</b>	<b>\$ 905,300</b>	<b>\$ 882,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	132,466	74,800	74,352	138,600	141,000
Contractual Services	65,649	20,200	14,424	51,200	174,700
Utilities	664	500	127	1,100	600
Materials & Supplies	13,866	2,500	6,704	3,300	6,000
Contributions & Other Payments	242,554	142,100	52,192	168,100	145,300
Capital Purchases	187,895	117,300	122,047	169,700	115,700
Other Financing Uses	492,670	347,900	243,793	373,300	299,200
Other Loans	-	200,000	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>1,135,764</b>	<b>905,300</b>	<b>513,639</b>	<b>905,300</b>	<b>882,500</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 155,384</b>	<b>\$ -</b>	<b>\$ (39,514)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Changes in Available Fund Balance:					
From Operations	155,384	-	-	-	-
To/From Deferred Revenue	(155,384)	-	-	-	-
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



City of Eau Claire, Wisconsin  
*Adopted Program  
Of Services*  
November 12, 2008



*Debt Service Funds*

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## City of Eau Claire 2009 Adopted Program of Services

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### Debt Service

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

According to Section 67.03 (1) of the Wisconsin Statutes, the total amount of indebtedness for any municipality shall not exceed 5% of the equalized valuation (market value) of the taxable property in the municipality. The City has approximately 62% 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: 31
  - Total outstanding debt as of 12/31/2008: \$64,061,490.26
- 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: 15
  - Total outstanding debt as of 12/31/2008: \$16,475,000
- 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: 5
  - Total outstanding debt as of 12/31/2008: \$9,015,000

#### Objectives

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

#### Outputs

- Biannual 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 2009 Adopted Program of Services

**Debt Service Fund  
Budget Summary  
Revenues & Expenditures**

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 2,001,666	\$ 1,563,700	\$ 1,690,680	\$ 1,928,200	\$ 1,704,600
Intergovernmental	2,533	2,200	-	2,200	13,500
Charges For Services	48,500	48,500	6,250	48,500	47,000
Miscellaneous	772,478	537,700	437,390	566,600	408,700
Other Financing Sources	2,852,877	3,526,700	-	11,590,200	4,407,200
	#				
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>5,678,054</b>	<b>5,678,800</b>	<b>2,134,319</b>	<b>14,135,700</b>	<b>6,581,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	15,446	15,700	8,645	15,700	19,200
Principal-G.O. Bonds	1,675,000	2,065,000	2,785,000	10,047,000	2,570,000
Principal-S/A Bonds	2,055,000	1,640,000	1,640,000	1,640,000	1,600,000
Principal-Notes Payable	35,719	37,200	37,140	37,200	38,700
Interest-G.O. Bonds	946,408	1,390,200	814,931	1,390,200	1,950,700
Interest-S/A Bonds	349,397	352,100	206,927	352,100	329,800
Interest-Notes Payable	4,460	3,100	3,039	3,100	1,600
Arbitrage Rebate	7,000	125,000	-	125,000	75,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>5,088,430</b>	<b>5,628,300</b>	<b>5,495,682</b>	<b>13,610,300</b>	<b>6,585,000</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 589,624</b>	<b>\$ 50,500</b>	<b>\$ (3,361,363)</b>	<b>\$ 525,400</b>	<b>\$ (4,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 8,862,125	\$ 9,302,325		\$ 9,503,745	\$ 9,002,245
Changes in Available Fund Balance:					
Premium on Refunding Bonds	51,997	-		-	-
From Operations	589,623	50,500		525,400	(4,000)
Close Out TIF #4	-	-		(1,026,900)	-
<b>Ending Balance</b>	<b>\$ 9,503,745</b>	<b>\$ 9,352,825</b>		<b>\$ 9,002,245</b>	<b>\$ 8,998,245</b>

City of Eau Claire, Wisconsin

# *Adopted Program*

# *Of Services*

November 12, 2008



## *Enterprise Funds*

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# City of Eau Claire 2009 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

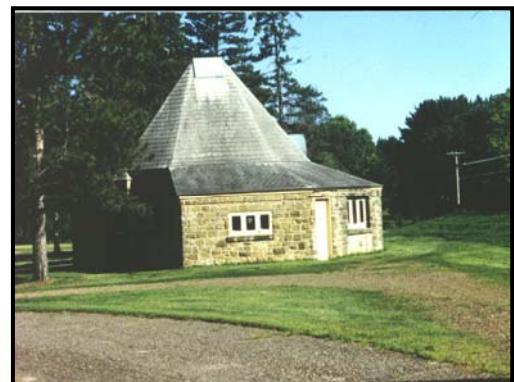
- Provide an adequate supply of potable water, which meets or exceeds all state & federal standards.
- Provide municipal water with a return on investment (ROI) in accordance with the Public Service Commission (PSC) guidelines.
- Operate & maintain the pumping equipment & pipe system to assure a continuous 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

	FY 2007	FY 2008	FY 2009
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
Total FTE Positions	29	29	29



*City Well*



## City of Eau Claire 2009 Adopted Program of Services

### Water Utility Budget Summary Revenues & Expenditures

<b>Operating Budget</b>	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2008</b>	<b>2009</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	\$ -	\$ 2,000	\$ 888	\$ 2,000	\$ 2,000
Charges For Services	7,746,689	7,717,400	3,335,324	7,475,600	7,904,000
Other Operating Revenue	245,671	207,000	47,408	214,000	227,000
Miscellaneous	417,150	275,100	138,878	275,000	275,000
Non-Operating Revenue	1,435,680	99,000	7,120	99,000	99,000
Other Financing Sources	-	-	-	-	-
Other Budgeted Receipts	-	-	-	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>9,845,190</b>	<b>8,300,500</b>	<b>3,529,619</b>	<b>8,065,600</b>	<b>8,507,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,033,267	2,189,900	986,511	2,189,900	2,233,400
Contractual Services	327,532	282,700	104,428	282,700	322,500
Utilities	462,137	476,500	202,835	476,500	556,000
Fixed Charges	1,482,685	1,742,900	875,726	1,742,900	1,806,200
Materials & Supplies	396,205	384,500	133,314	384,500	437,900
Capital Purchases	-	-	-	-	-
Non Operating Proprietary	737,645	714,300	357,822	714,300	714,900
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>5,439,469</b>	<b>5,790,800</b>	<b>2,660,637</b>	<b>5,790,800</b>	<b>6,070,900</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 4,405,721</b>	<b>\$ 2,509,700</b>	<b>\$ 868,982</b>	<b>\$ 2,274,800</b>	<b>\$ 2,436,100</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ (166,012)	\$ 1,297,388		\$ 2,306,012	\$ 1,369,048
<b>Changes in Available Fund Balance:</b>					
From Operations	4,405,721	2,509,700		2,274,800	2,436,100
From Bond Issue	2,000,000	-		-	2,000,000
Changes in Restricted Cash	(288,918)	(182,764)		(182,764)	(271,675)
Non-Cash Revenues	(778,311)	-		-	-
Principal Payment - Debt	(986,151)	(1,099,000)		(1,099,000)	(1,188,400)
Transfer (to) from CIP Reserves	(1,880,317)	(1,930,000)		(1,930,000)	(2,300,000)
<b>Ending Balance</b>	<b>\$ 2,306,012</b>	<b>\$ 595,324</b>		<b>\$ 1,369,048</b>	<b>\$ 2,045,073</b>



## City of Eau Claire 2009 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).
- 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 \$0.005 per gallon.

#### Sewer Utility Authorized Full-Time

	FY 2007	FY 2008	FY 2009
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 2009 Adopted Program of Services

*Sewer Utility  
Budget Summary  
Revenues & Expenditures*

	2007	2008	2008	2008	2009
Operating Budget	Actual	Adopted	6 Month Actual	Projection	Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 6,211,083	\$ 6,792,000	\$ 3,054,749	\$ 6,523,000	\$ 6,824,000
Other Operating Revenue	76,483	85,500	20,853	85,500	87,500
Miscellaneous	496,906	255,000	180,688	255,000	255,000
Non-Operating Revenue	2,120,007	127,000	510	127,000	127,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>8,904,479</b>	<b>7,259,500</b>	<b>3,256,800</b>	<b>6,990,500</b>	<b>7,293,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,011,316	2,433,400	953,745	2,433,400	2,484,100
Contractual Services	759,914	617,600	258,237	616,600	731,900
Utilities	404,437	476,000	189,602	476,000	553,800
Fixed Charges	465,482	473,800	241,500	473,800	498,100
Materials & Supplies	458,740	532,200	201,829	531,200	670,700
Non Operating Proprietary	96,733	77,900	37,191	77,900	56,400
Other Financing Uses	75,000	250,000	-	250,000	50,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>4,271,623</b>	<b>4,860,900</b>	<b>1,882,104</b>	<b>4,858,900</b>	<b>5,045,000</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 4,632,856</b>	<b>\$ 2,398,600</b>	<b>\$ 1,374,696</b>	<b>\$ 2,131,600</b>	<b>\$ 2,248,500</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 3,598,380	\$ 4,226,780		\$ 5,939,969	\$ 4,804,819
<b>Changes in Available Fund Balance:</b>					
From Operations	4,632,856	2,398,600		2,131,600	2,248,500
Changes in Restricted Cash	383,000	8,250		8,250	520,151
Non-Cash Revenues	(896,566)	-		-	-
Principal Payment - Debt	(537,214)	(545,000)		(545,000)	(42,900)
Transfer (to) from CIP Reserves	(1,240,487)	(2,730,000)		(2,730,000)	(3,200,000)
<b>Ending Balance</b>	<b>\$ 5,939,969</b>	<b>\$ 3,358,630</b>		<b>\$ 4,804,819</b>	<b>\$ 4,330,570</b>



## City of Eau Claire 2009 Adopted Program of Services

# Storm Water Management

The Storm Water Management 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.

#### Storm Water Management Authorized Full-Time

Project Engineer  
Engineering Technician I

Total FTE Positions

	FY 2007	FY 2008	FY 2009
Project Engineer	1	1	1
Engineering Technician I	1	1	1
<b>Total FTE Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>





## City of Eau Claire 2009 Adopted Program of Services

**Storm Water Management  
Budget Summary  
Revenues & Expenditures**

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 2,656,000	\$ 2,900,000	\$ 1,430,432	\$ 2,870,000	\$ 3,154,000
Other Operating Revenue	21,207	21,000	6,942	22,000	22,500
Miscellaneous	96,245	45,000	36,200	45,000	45,000
Non-Operating Revenue	1,453,198	-	-	-	-
Other Financing Sources	-	-	10,000	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>4,226,650</b>	<b>2,966,000</b>	<b>1,483,574</b>	<b>2,937,000</b>	<b>3,221,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	276,725	453,500	141,038	453,500	454,500
Contractual Services	176,141	234,500	52,789	234,500	233,500
Utilities	65,078	63,900	463	63,900	67,400
Fixed Charges	318,904	324,700	168,542	324,700	346,600
Materials & Supplies	15,987	45,000	6,642	45,000	24,300
Non Operating Proprietary	640,881	660,800	316,058	660,800	686,900
Other Financing Uses	447,800	700,200	-	700,200	773,100
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>1,941,516</b>	<b>2,482,600</b>	<b>685,532</b>	<b>2,482,600</b>	<b>2,586,300</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 2,285,134</b>	<b>\$ 483,400</b>	<b>\$ 798,042</b>	<b>\$ 454,400</b>	<b>\$ 635,200</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 178,452	\$ 350,252		\$ 1,299,299	\$ 193,699
<b>Changes in Available Fund Balance:</b>					
From Operations	2,285,134	483,400		454,400	635,200
Contributed Capital	(1,453,198)	-		-	-
Non-Cash Expenses	116,858	-		-	-
Principal Payment - Debt	(610,000)	(710,000)		(710,000)	(800,000)
Transfer (to) from CIP Reserves	782,053	760,000		(850,000)	1,610,000
<b>Ending Balance</b>	<b>\$ 1,299,299</b>	<b>\$ 883,652</b>		<b>\$ 193,699</b>	<b>\$ 1,638,899</b>



**City of Eau Claire 2009 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 2007</b>	<b>FY 2008</b>	<b>FY 2009</b>
Parking Attendants	0.5	0	0
Skilled Worker I	1	1	1
Total FTE Positions	1.5	1	1





## City of Eau Claire 2009 Adopted Program of Services

*Parking Utility  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 214,184	\$ 217,600	\$ 105,760	\$ 217,600	\$ 217,300
Other Financing Sources	34,400	-	-	-	3,300
Non-Operating	422,506	-	-	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>671,090</b>	<b>217,600</b>	<b>105,760</b>	<b>217,600</b>	<b>220,600</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	141,918	96,700	67,642	96,700	68,600
Contractual Services	55,169	59,000	24,063	59,000	51,500
Utilities	46,083	44,000	18,013	44,000	51,300
Fixed Charges	8,461	8,100	4,050	8,100	48,900
Materials & Supplies	6,573	9,800	1,601	9,800	7,300
Non Operating Proprietary	-	-	8,000	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>258,204</b>	<b>217,600</b>	<b>123,369</b>	<b>217,600</b>	<b>227,600</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 412,886</b>	<b>\$ -</b>	<b>\$ (17,609)</b>	<b>\$ -</b>	<b>\$ (7,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 17,309	\$ 17,309		\$ 7,689	\$ 7,689
Changes in Available Fund Balance:					
From Operations	412,886	-		-	(7,000)
Contributed Capital	(422,506)	-		-	-
<b>Ending Balance</b>	<b>\$ 7,689</b>	<b>\$ 17,309</b>		<b>\$ 7,689</b>	<b>\$ 689</b>





# City of Eau Claire 2009 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

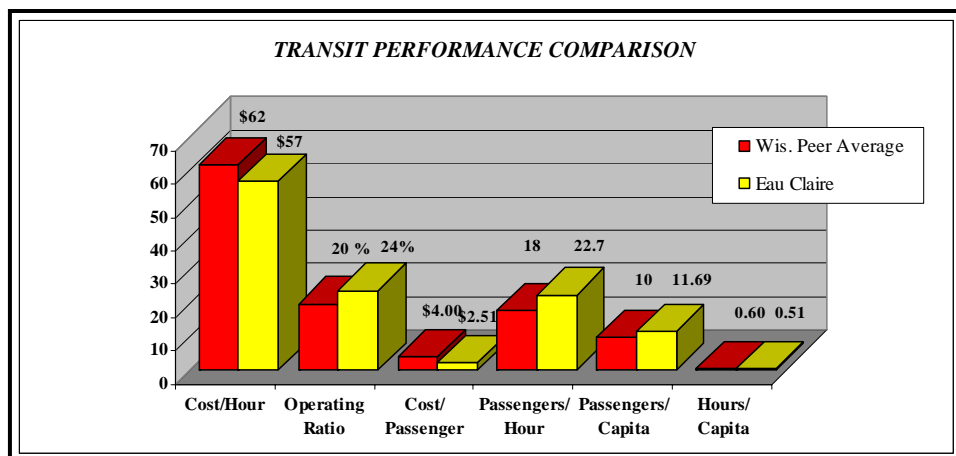
- Operate a public transportation system to provide an economical, safe, comfortable, and equitable transportation option for all citizens.
- Provide specialized transportation (paratransit) services to citizens who are not able to use regular bus service due to disabilities and frailties.
- Maintain 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.
- Meet or exceed the average of six performance indicators for mid-size bus operations in Wisconsin.

#### Public Transit Authorized Full-Time

	FY 2007	FY 2008	FY 2009
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
Total FTE Positions	37.5	37.5	37.5





## City of Eau Claire 2009 Adopted Program of Services

### Public Transit Budget Summary Revenues & Expenditures

Operating Budget	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Intergovernmental	\$ 14,745	\$ -	\$ -	\$ -	\$ -
Fines & Forfeits	314	-	150	-	-
Charges For Services	698,092	714,600	430,572	714,600	856,800
Miscellaneous	38,335	32,000	24,031	32,000	40,000
Non-Operating Revenue	2,825,024	3,098,800	542,985	3,098,800	3,304,600
Other Financing Sources	763,346	1,003,100	-	1,003,100	1,231,400
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>4,339,856</b>	<b>4,848,500</b>	<b>997,738</b>	<b>4,848,500</b>	<b>5,432,800</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	2,309,697	2,509,300	1,146,686	2,509,300	2,620,700
Contractual Services	1,370,871	1,406,900	669,304	1,406,900	1,753,600
Utilities	7,023	9,100	3,462	9,100	9,000
Fixed Charges	154,251	157,400	71,854	157,400	164,300
Materials & Supplies	454,038	721,900	301,715	721,900	841,300
Non Operating Proprietary	10,854	9,300	4,848	9,300	7,700
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>4,306,734</b>	<b>4,813,900</b>	<b>2,197,869</b>	<b>4,813,900</b>	<b>5,396,600</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 33,121</b>	<b>\$ 34,600</b>	<b>\$ (1,200,131)</b>	<b>\$ 34,600</b>	<b>\$ 36,200</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	33,122	34,600		34,600	36,200
Principal Payment - Notes Payable	(33,122)	(34,600)		(34,600)	(36,200)
<b>Ending Balance</b>	<b>\$ 29,197</b>	<b>\$ 29,197</b>		<b>\$ 29,197</b>	<b>\$ 29,197</b>



## City of Eau Claire 2009 Adopted Program of Services

### Hobbs Municipal Ice Center

Hobbs includes two full size 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.

#### 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.

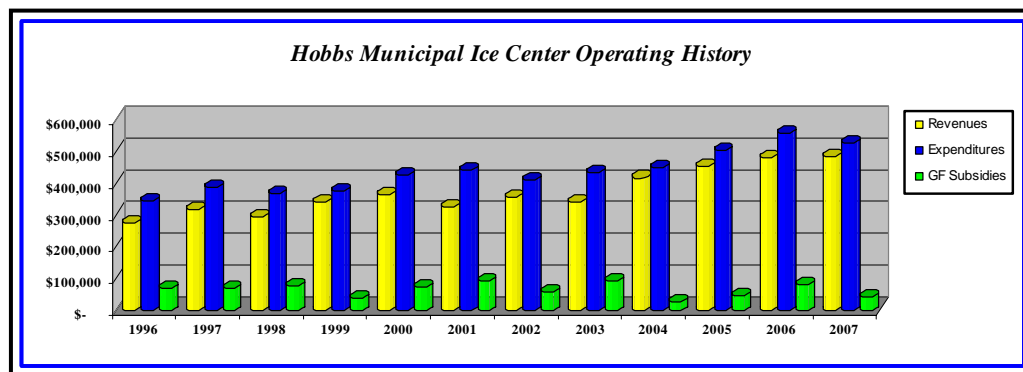
#### Outputs

- Provide ice time for games and practices.
- Implement use agreements and financial billing/collection systems.
- Initiated renovation plans to meet city and state building codes as well as the needs of the stakeholders.
- Increased hourly ice rental rates to minimize the financial subsidy by community taxpayers.

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

	FY 2007	FY 2008	FY 2009
Program Supervisor	1	1	1
Clerk II	0.5	0.5	0.5
Skilled Worker I	2	2	2
<b>Total FTE Positions</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>

Open Skate Attendance					
	2007	2006	2005	2004	2003
Total Paid Attendance	5,182	5,444	3,417	3,977	4,130





## City of Eau Claire 2009 Adopted Program of Services

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

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Fines & Forfeits	\$ 60	\$ -	\$ 30	\$ -	\$ -
Charges For Services	472,415	485,000	233,107	485,000	546,800
Miscellaneous	9,512	10,200	(893)	10,200	20,200
Other Financing Sources	42,073	34,000	-	34,000	233,100
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>524,060</b>	<b>529,200</b>	<b>232,244</b>	<b>529,200</b>	<b>800,100</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	295,625	304,700	133,205	304,700	323,700
Contractual Services	22,814	43,700	19,188	43,700	49,200
Utilities	160,209	200,400	84,536	200,400	203,100
Fixed Charges	9,126	9,000	4,250	9,000	9,700
Materials & Supplies	36,286	51,400	16,449	51,400	49,400
Capital Purchases	-	-	-	-	-
Non Operating Proprietary	-	-	-	-	165,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>524,060</b>	<b>609,200</b>	<b>257,628</b>	<b>609,200</b>	<b>800,100</b>
Excess (Deficiency) of Funding Sources Over Uses	<b>\$ -</b>	<b>\$ (80,000)</b>	<b>\$ (25,384)</b>	<b>\$ (80,000)</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
2008 Budget Adjustments	-	80,000	-	80,000	-
Changes in Available Fund Balance:					
From Operations	-	(80,000)	-	(80,000)	-
<b>Ending Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



## City of Eau Claire 2009 Adopted Program of Services

### Fairfax Municipal Pool

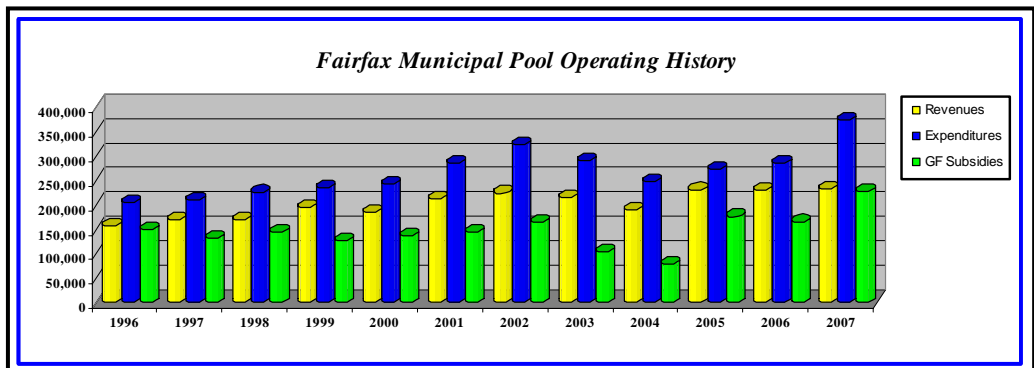
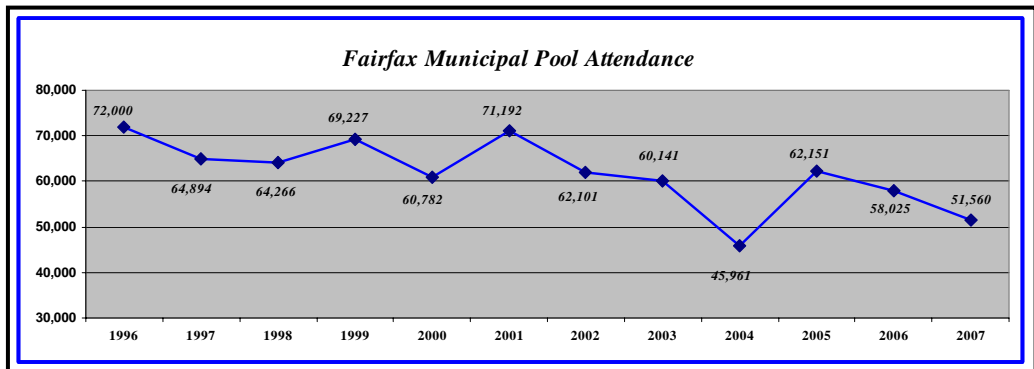
Fairfax Pool includes a 450,000-gallon main pool and a 150,000-gallon diving well, which were constructed in 1992. Features include bathhouse, concessions stand, diving boards, raindrop, water slide, playground equipment, zero depth area and a 50-meter, eight lane competitive pool. The pool uses a high 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 2009 Adopted Program of Services

**Fairfax Municipal Pool  
Budget Summary  
Revenues & Expenditures**

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Fines & Forfeits	\$ 60	\$ -	\$ 90	\$ -	\$ -
Charges For Services	227,399	212,500	112,305	212,500	220,400
Miscellaneous	4,666	4,500	5,265	4,500	4,500
Other Financing Sources	227,413	271,800	-	271,800	280,600
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>459,538</b>	<b>488,800</b>	<b>117,660</b>	<b>488,800</b>	<b>505,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	171,107	207,800	54,708	207,800	214,000
Contractual Services	29,585	23,500	7,169	23,500	24,600
Utilities	42,702	46,300	7,707	46,300	59,900
Fixed Charges	5,404	5,400	2,110	5,400	5,900
Materials & Supplies	59,185	48,000	15,884	48,000	48,500
Non Operating Proprietary	13,155	7,800	3,638	9,400	3,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>321,138</b>	<b>338,800</b>	<b>91,216</b>	<b>340,400</b>	<b>355,900</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 138,400</b>	<b>\$ 150,000</b>	<b>\$ 26,444</b>	<b>\$ 148,400</b>	<b>\$ 149,600</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	138,400	150,000		148,400	149,600
Principal Payment-Debt	(140,000)	(150,000)		(150,000)	(150,000)
Amortized Debt Discount	1,600	-		1,600	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

# *Adopted Program*

November 12, 2008



## *Internal Service Funds*

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## City of Eau Claire 2009 Adopted Program of Services

### Risk Management

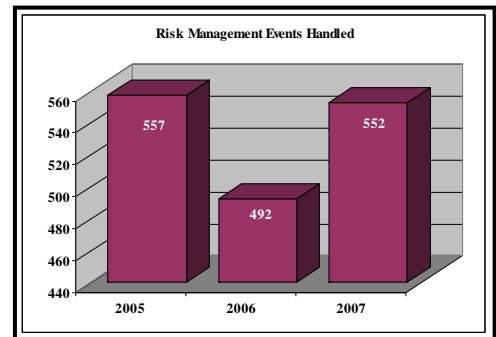
The Risk Management Fund was formed in 1988 to stabilize the City’s insurance and risk management related costs. Premiums previously paid to insurance companies were placed in the fund. Coverage for catastrophic losses was purchased through “pooled” insurance companies formed with other Wisconsin municipalities 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 19 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.

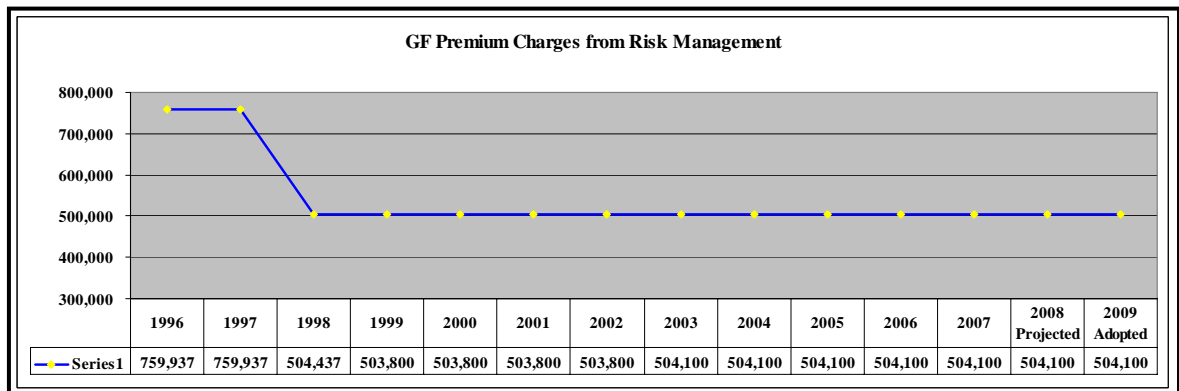


#### Risk Management Authorized Full-Time

Risk Manager

Total FTE Positions

	FY 2007	FY 2008	FY 2009
Risk Manager	1	1	1
Total FTE Positions	1	1	1





## City of Eau Claire 2009 Adopted Program of Services

**Risk Management  
Budget Summary  
Revenues & Expenditures**

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services - Intragovernmental	\$ 2,375,983	\$ 2,178,800	\$ 1,098,600	\$ 2,183,400	\$ 1,750,900
Other Operating Revenue	79,985	40,800	72,894	72,900	70,000
Miscellaneous	436,043	353,400	133,169	353,400	342,300
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>2,892,011</b>	<b>2,573,000</b>	<b>1,304,663</b>	<b>2,609,700</b>	<b>2,163,200</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	154,592	126,900	66,853	126,900	134,300
Contractual Services	19,400	56,900	5,923	56,900	60,100
Utilities	718	1,500	165	1,500	400
Fixed Charges	2,005,984	2,515,800	738,081	2,515,800	2,107,800
Materials & Supplies	2,952	5,800	697	5,800	5,900
Non Operating Proprietary	-	-	-	-	-
Other Financing Uses	337,100	295,000	-	295,000	612,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>2,520,746</b>	<b>3,001,900</b>	<b>811,719</b>	<b>3,001,900</b>	<b>2,920,500</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>					
	<b>\$ 371,265</b>	<b>\$ (428,900)</b>	<b>\$ 492,944</b>	<b>\$ (392,200)</b>	<b>\$ (757,300)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 778,235	\$ 428,900		\$ 1,149,500	\$ 757,300
Changes in Available Fund Balance:					
From Operations	371,265	(428,900)		(392,200)	(757,300)
<b>Ending Balance</b>	<b>\$ 1,149,500</b>	<b>\$ -</b>		<b>\$ 757,300</b>	<b>\$ -</b>



## City of Eau Claire 2009 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 \$4.00 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 2007	FY 2008	FY 2009
Equipment Maintenance Superintendent	1	1	0
Service Technician	0	0	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 2009 Adopted Program of Services

### Central Equipment Budget Summary Revenues & Expenditures

Operating Budget	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services - Intragovernmental	\$ 2,602,117	\$ 2,614,200	\$ 1,360,336	\$ 2,615,000	\$ 3,249,100
Miscellaneous	192,334	195,700	104,181	197,800	225,900
Other Financing Sources	23,638	10,000	(415)	35,000	2,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>2,818,089</b>	<b>2,819,900</b>	<b>1,464,102</b>	<b>2,847,800</b>	<b>3,477,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Personnel Services	576,321	725,000	282,705	725,000	734,200
Contractual Services	316,213	340,300	155,708	340,300	366,500
Utilities	154,030	212,200	91,618	212,200	231,600
Fixed Charges	106,803	158,400	38,939	159,400	160,800
Materials & Supplies	923,952	1,025,000	507,686	1,024,000	1,407,300
Non Operating Proprietary	-	-	5,928	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>2,077,319</b>	<b>2,460,900</b>	<b>1,082,584</b>	<b>2,460,900</b>	<b>2,900,400</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 740,770</b>	<b>\$ 359,000</b>	<b>\$ 381,518</b>	<b>\$ 386,900</b>	<b>\$ 576,600</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 5,467,328	\$ -	\$ -	\$ 4,621,272	\$ 3,002,472
Changes in Available Fund Balance:					
From Operations	740,770	359,000	-	386,900	576,600
Transfer to Capital Projects	(1,655,191)	(2,005,700)	-	(2,005,700)	(1,380,800)
Loss/Gain on Disposal of Fixed Assets	68,365	-	-	-	-
Transfer to/from Reserves	-	1,646,700	-	-	-
<b>Ending Balance</b>	<b>\$ 4,621,272</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,002,472</b>	<b>\$ 2,198,272</b>

City of Eau Claire, Wisconsin

# *Adopted Program Of Services*

November 12, 2008



## *Agency Funds*

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Landfill Remediation

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## City of Eau Claire 2009 Adopted Program of Services

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### 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.
- Monitoring 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 2009 Adopted Program of Services

*Landfill Remediation  
Budget Summary  
Revenues & Expenditures*

	2007 Actual	2008 Adopted	2008 6 Month Actual	2008 Projection	2009 Adopted
<b>Operating Budget</b>					
<b>Revenues &amp; Other Financing Sources:</b>					
Charges For Services	\$ 81,782	\$ 150,000	\$ 19,540	\$ 150,000	\$ 150,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>81,782</b>	<b>150,000</b>	<b>19,540</b>	<b>150,000</b>	<b>150,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Materials & Supplies	81,782	150,000	19,540	150,000	150,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>81,782</b>	<b>150,000</b>	<b>19,540</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

# *Adopted Program Of Services*

November 12, 2008



## *Component Units*

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## City of Eau Claire 2009 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 7 commissioners. The City Economic Development Administrator serves as the Executive Director.

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

### Objectives

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

### Outputs – West Bank Redevelopment Area

- New redevelopment district created in 2008.
- 25 properties (3 residential).
- 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).
- \$500,000 Olsen Livery Corner.
- Wisconsin and North Barstow Streets were resurfaced.
- The North Barstow Redevelopment Area includes Downtown TIF District #8.



*Olsen Livery Corner  
Downtown Eau Claire*



## City of Eau Claire 2009 Adopted Program of Services

*Redevelopment Authority  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Miscellaneous	\$ 2,020	\$ -	\$ 8,000	\$ 8,000	\$ -
Other Budgeted Receipts	-	-	-	-	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>2,020</b>	<b>-</b>	<b>8,000</b>	<b>8,000</b>	<b>-</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	12,388	13,800	2,072	13,800	13,800
Utilities	156	500	61	500	500
Fixed Charges	470	500	-	500	500
Materials & Supplies	31	100	36	100	100
Non Operating Proprietary	1,206,389	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>1,219,434</b>	<b>14,900</b>	<b>2,169</b>	<b>14,900</b>	<b>14,900</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ (1,217,414)</b>	<b>\$ (14,900)</b>	<b>\$ 5,831</b>	<b>\$ (6,900)</b>	<b>\$ (14,900)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 143,840	\$ 131,840		\$ 123,930	\$ 92,030
<b>Changes in Available Fund Balance:</b>					
From Operations	(1,217,414)	(14,900)		(6,900)	(14,900)
Non-Cash Loss on Land Sale	1,197,504	-		-	-
Transfer to Capital Projects	-	(25,000)		(25,000)	(25,000)
<b>Ending Balance</b>	<b>\$ 123,930</b>	<b>\$ 91,940</b>		<b>\$ 92,030</b>	<b>\$ 52,130</b>



## City of Eau Claire 2009 Adopted Program of Services

### Downtown Business Improvement District

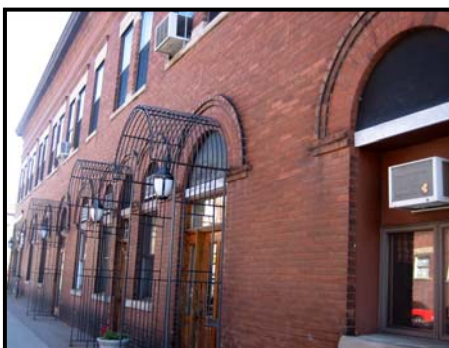
The Downtown Business Improvement District was created in 1984 to allow business and property owners to develop, manage, and promote downtown Eau Claire and to establish an assessment method to fund these activities. The district has been in existence for 23 years. A 15-member board guides the district.

#### 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 2009 Adopted Program of Services

*Downtown BID #1  
Budget Summary  
Revenues & Expenditures*

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000
Miscellaneous	3,380	1,000	1,900	2,000	1,000
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>84,380</b>	<b>82,000</b>	<b>82,900</b>	<b>83,000</b>	<b>82,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	6,581	21,500	4,363	21,500	19,000
Utilities	16,057	17,000	2,124	17,000	17,000
Materials & Supplies	15,368	19,000	9,338	19,000	19,000
Contributions & Other Payments	-	1,500	-	1,500	1,500
Other Financing Uses	26,000	26,000	13,000	26,000	28,500
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>64,006</b>	<b>85,000</b>	<b>28,825</b>	<b>85,000</b>	<b>85,000</b>
<b>Excess (Deficiency) of Funding Sources over Uses</b>	<b>\$ 20,374</b>	<b>\$ (3,000)</b>	<b>\$ 54,075</b>	<b>\$ (2,000)</b>	<b>\$ (3,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 28,501	\$ 25,001		\$ 48,875	\$ 46,875
Changes in Available Fund Balance:					
From Operations	20,374	(3,000)		(2,000)	(3,000)
<b>Ending Balance</b>	<b>\$ 48,875</b>	<b>\$ 22,001</b>		<b>\$ 46,875</b>	<b>\$ 43,875</b>



## City of Eau Claire 2009 Adopted Program of Services

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### 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 2009 Adopted Program of Services

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

<b>Operating Budget</b>	<b>2007 Actual</b>	<b>2008 Adopted</b>	<b>2008 6 Month Actual</b>	<b>2008 Projection</b>	<b>2009 Adopted</b>
<b>Revenues &amp; Other Financing Sources:</b>					
Taxes	\$ 12,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
Miscellaneous	780	100	280	300	200
Non-Operating Revenue	1,666	-	833	900	900
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>14,446</b>	<b>13,100</b>	<b>14,113</b>	<b>14,200</b>	<b>14,100</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	9,769	13,000	1,511	13,000	13,200
Loans	-	-	-	-	-
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>9,769</b>	<b>13,000</b>	<b>1,511</b>	<b>13,000</b>	<b>13,200</b>
<b>Excess (Deficiency) of Funding Sources Over Uses</b>	<b>\$ 4,677</b>	<b>\$ 100</b>	<b>\$ 12,602</b>	<b>\$ 1,200</b>	<b>\$ 900</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 3,540	\$ 3,640		\$ 8,217	\$ 9,417
Changes in Available Fund Balance:					
From Operations	4,678	100		1,200	900
<b>Ending Balance</b>	<b>\$ 8,217</b>	<b>\$ 3,740</b>		<b>\$ 9,417</b>	<b>\$ 10,317</b>





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

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

<b>Operating Budget</b>	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2008</b>	<b>2009</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>					
Taxes	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
Miscellaneous	1,980	700	800	800	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>11,480</b>	<b>10,200</b>	<b>10,300</b>	<b>10,300</b>	<b>9,500</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	4,426	5,900	692	5,900	10,900
Materials & Supplies	1,247	1,600	315	1,600	1,100
Other Financing Uses	666	2,000	1,000	2,000	2,500
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>6,339</b>	<b>9,500</b>	<b>2,007</b>	<b>9,500</b>	<b>14,500</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 5,141</b>	<b>\$ 700</b>	<b>\$ 8,293</b>	<b>\$ 800</b>	<b>\$ (5,000)</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 38,263	\$ 38,963		\$ 43,404	\$ 44,204
Changes in Available Fund Balance:					
From Operations	5,141	700		800	(5,000)
<b>Ending Balance</b>	<b>\$ 43,404</b>	<b>\$ 39,663</b>		<b>\$ 44,204</b>	<b>\$ 39,204</b>



## City of Eau Claire 2009 Adopted Program of Services

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### 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 2009 Adopted Program of Services

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

<b>Operating Budget</b>	<b>2007</b>	<b>2008</b>	<b>2008</b>	<b>2008</b>	<b>2009</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>					
Taxes	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000
Miscellaneous	3,810	-	2,060	2,100	-
<b>Total Revenues &amp; Other Financing Sources:</b>	<b>51,810</b>	<b>48,000</b>	<b>50,060</b>	<b>50,100</b>	<b>48,000</b>
<b>Expenditures &amp; Other Financing Uses:</b>					
Contractual Services	91	6,100	92	6,100	5,100
Fixed Charges	-	300	-	300	300
Materials & Supplies	-	36,600	-	36,600	36,600
Other Financing Uses	5,000	5,000	2,500	5,000	6,000
<b>Total Expenditures &amp; Other Financing Uses:</b>	<b>5,091</b>	<b>48,000</b>	<b>2,592</b>	<b>48,000</b>	<b>48,000</b>
<b>Excess (Deficiency) of Funding Sources</b>					
<b>Over Uses</b>	<b>\$ 46,719</b>	<b>\$ -</b>	<b>\$ 47,468</b>	<b>\$ 2,100</b>	<b>\$ -</b>
<b>Working Capital/Available Fund Balance:</b>					
Beginning Balance	\$ 44,310	\$ 44,310		\$ 91,029	\$ 93,129
Changes in Available Fund Balance:					
From Operations	46,719	-		2,100	-
<b>Ending Balance</b>	<b>\$ 91,029</b>	<b>\$ 44,310</b>		<b>\$ 93,129</b>	<b>\$ 93,129</b>

City of Eau Claire, Wisconsin  
*Adopted Program  
Of Services*  
November 12, 2008



*Policies*

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Budget & Financial Management Policies

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# City of Eau Claire

## Budget & Financial Management Policies

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### FINANCIAL POLICIES

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

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

### OPERATING BUDGET POLICIES

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

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

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

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

Mid-year adjustments within budgeted accounts of a department may be made with approval of the Department Directors and the 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		Non-Lapsing Appropriations
General Fund	Parking Utility	Community Development Block Grant
Economic Development	Public Transit	Capital Project Funds
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	
		<i>(Non-lapsing budgets are review annually.)</i>

# City of Eau Claire 2009 Adopted Program of Services

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## **OPERATING BUDGET POLICIES (Continued)**

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

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

## **CAPITAL BUDGET POLICIES**

Funding for 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 of 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 2009 Adopted Program of Services

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## REVENUE POLICIES (Continued)

- The minimum water and sewer utility rates should be set at a rate which will yield net income which is 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 rate is proposed to increase from 7% to 8% in 2009.

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 2009 Adopted Program of Services

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## INVESTMENT POLICIES

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

### Short-Term Funds

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

### Long-Term Funds

- Funds that are available for 30 days or longer may be placed in certificates of deposit with local financial institutions, treasury bills and other Federal securities, in the State maintained Local Government Investment Pool, or any other instrument listed in Wisconsin Statute §66.0603(1m). With the exception of US Treasury securities and authorized pools, no more than 50% of the City's total investment portfolio will be invested in a single security type or with a single financial institution.
- Bank deposits are secured by Federal depository insurance 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 percent of the equalized valuation of the taxable property in the municipality. The City Council has further set an internal debt limit of 70 percent 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 six percent 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 2009 Adopted Program of Services

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

In 1990, the City Council amended the policy to allow a 20-year payback at a six percent interest for hardship situations. In some situations, where the payment of the special assessments would result in extreme financial hardship, Council may authorize deferment of the assessments. In this situation, the City places a lien on the property for the amount of deferred assessments. This lien accumulates interest at six percent per year. If the financial condition of the property owner changes to enable them to make payment, the assessment plus accumulated interest can be placed on the tax roll and paid over a ten or twenty-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, sidewalk and boulevard restoration. The assessment rate for the street improvement category is based on the prior year average cost to construct a typical street, including engineering and inspection costs.

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

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

The assessment for whiteway lighting construction is based on construction cost. Non-residential properties pay 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 \$100.00.

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 2009 Adopted Program of Services

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## **PURCHASING POLICIES**

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

The methods of source selection are as follows:

### Large Purchase

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

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

### Small Purchase

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

### Sole Source Procurement

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

### Competitive Sealed Proposals

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

### Cooperative Purchasing

- May use cooperative contracts without regard to Chapter 2.92. of the City Code of Ordinances.

### Emergency Procurement

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

## **PENSION FUNDING AND REPORTING POLICIES**

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

### Existing Plan Funding

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

# City of Eau Claire 2009 Adopted Program of Services

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## 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 2009 rate requirements for the Wisconsin Retirement System employees are as follows:

	<u>General</u>	<u>Police</u>	<u>Fire</u>
Employee Contribution	5.9%	5.0%	3.2%
City Contribution	<u>5.7%</u>	<u>14.4%</u>	<u>17%</u>
Total	<u>11.6%</u>	<u>19.4%</u>	<u>20.2%</u>

### Prior Years' Unfunded Pensions

- As of December 31, 2007, the pension related debt for the City was \$9,736,790. This liability was initially incurred when the WRS was established as the public employee retirement system. In 2008, the liability was refinanced through a general obligation bond issue.
- 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, 2007, was approximately \$482,316, all of which relates to prior service. The estimated remaining period of amortization is 14 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 2009 the costs are estimated at \$1,72,400. 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, 2008, its Unfunded Actuarial Liability (UAL) is \$42,083,598 and its Annual Required Contribution (ARC) is \$4,009,543.

## 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, 2007 is shown on the following table:

Unused vacation pay	\$2,387,183
Compensatory time	<u>84,136</u>
Total compensated absences	<u>\$2,471,319</u>

The estimated current portion of these costs has been included in the 2009 proposed budget.

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

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

Monthly financial reports will be submitted to the City Council.

An annual budget for all operating funds will be prepared.

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

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

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

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

Organizations that use City parks and/or City facilities for special events such as foot races, parades, festivals, etc. are required to obtain liability insurance.

Liability insurance coverage of \$1,000,000 per occurrence is required for events such as festivals, parades, foot races, walk-a-thons, bike-a-thons, and bike races. Events that require a Special Class B beer license may also be required to carry \$5,000 of liability coverage.

Events not covered by the above-mentioned categories must be reviewed by the Special Events Committee. All waivers of liability insurance requirements must be approved by the City Council.

## **RISK MANAGEMENT POLICY**

In 1988, the City of Eau Claire became one of twelve municipalities that entered into a joint venture to form the Wisconsin Municipal Mutual Insurance Company, a municipal insurance program, to provide liability insurance services. As part of this program, the City currently pays the first \$200,000 of any claim. The mutual insurance company 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 protect the City, its assets, and public service against accidental losses, destruction, or depletion.

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

# *Adopted Program Of Services*

November 12, 2008



## *Budget Summaries*

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# City of Eau Claire

## Gross Tax Levy for Each Taxing Entity

Real and personal property taxes are levied in November by the City Council in conjunction with the adoption of the annual budget for the ensuing fiscal year beginning January 1. Levies are based on assessed property values certified on January 1 of the prior year and become a lien on the property at the beginning of the fiscal year. Real estate taxes may be paid in full 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 (2005-2009)
- 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	2005	2006	2007	2008	2009
City of Eau Claire	\$ 21,081,000	\$ 22,057,600	\$ 22,734,300	\$ 24,380,000	\$ 26,300,700
Public Library	2,694,300	2,658,300	2,711,500	2,757,900	2,825,000
City-County Health	1,507,900	1,536,700	1,556,900	1,608,600	1,656,500
Eau Claire School District	40,549,821	36,385,126	35,847,291	36,934,222	37,511,309
Chippewa School District	31,857	30,669	31,314	30,390	32,676
Altoona School District	139,521	137,256	140,138	141,914	120,775
Vocational District	5,699,012	5,951,013	6,113,286	6,386,878	6,638,734
Eau Claire County	10,594,842	10,947,267	11,394,476	13,596,372	13,824,281
State Forestry Tax -					
Eau Claire County	680,579	674,291	667,321	670,401	694,761
Chippewa County	462,346	463,785	450,840	474,220	465,297
State Forestry Tax -					
Chippewa County	28,676	27,454	26,631	27,122	27,327
TIF District #4	-	-	-	-	-
TIF District #5	520,016	449,029	449,840	448,634	488,053
TIF District #6	210,351	199,712	204,104	219,665	236,174
TIF District #7	87,582	84,451	117,870	124,745	131,980
TIF District #8	86,895	274,622	338,272	357,832	394,738
TIF District #9	-	-	-	-	-
<b>Gross Tax Levy</b>	<b>\$ 84,374,698</b>	<b>\$ 81,877,275</b>	<b>\$ 82,784,083</b>	<b>\$ 88,158,895</b>	<b>\$ 91,348,305</b>
Less - State Credit:					
Eau Claire County	4,590,897	4,734,758	5,936,517	6,650,452	6,876,586
Chippewa County	190,517	190,967	233,695	255,476	260,869
Total Credit	4,781,414	4,925,725	6,170,212	6,905,928	7,137,455
<b>Net Tax Levy</b>	<b>\$ 79,593,284</b>	<b>\$ 76,951,550</b>	<b>\$ 76,613,871</b>	<b>\$ 81,252,967</b>	<b>\$ 84,210,850</b>
<b>City as a Percentage of the Gross Levy</b>	<b>24.98%</b>	<b>26.94%</b>	<b>27.46%</b>	<b>27.65%</b>	<b>28.79%</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)

	2005	2006	2007	2008	2009
City of Eau Claire	\$ 5.895	\$ 6.006	\$ 6.075	\$ 5.767	\$ 6.084
Public Library	0.753	0.724	0.725	0.652	0.653
City-County Health	0.422	0.418	0.416	0.380	0.383
Eau Claire Area School District	11.391	9.954	9.624	8.774	8.714
Vocational District	1.593	1.620	1.634	1.511	1.536
Eau Claire County	3.078	3.095	3.159	3.338	3.316
State Forestry	0.196	0.189	0.183	0.163	0.165
<b>Gross Tax Rate</b>	<b>23.328</b>	<b>22.006</b>	<b>21.816</b>	<b>20.585</b>	<b>\$ 20.851</b>
School Credit	1.323	1.325	1.627	1.615	1.630
<b>Net Tax Rate - Eau Claire County</b>	<b>\$ 22.005</b>	<b>\$ 20.681</b>	<b>\$ 20.189</b>	<b>\$ 18.970</b>	<b>\$ 19.221</b>

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

	2005	2006	2007	2008	2009
City of Eau Claire	\$ 5.895	\$ 6.006	\$ 6.075	\$ 5.767	\$ 6.084
Public Library	0.753	0.724	0.725	0.652	0.653
City-County Health	0.422	0.418	0.416	0.380	0.383
Altoona School District	9.791	9.718	10.034	10.025	8.533
Vocational District	1.593	1.620	1.634	1.511	1.536
Eau Claire County	3.078	3.095	3.159	3.338	3.316
State Forestry	0.196	0.189	0.183	0.163	0.165
<b>Gross Tax Rate</b>	<b>21.728</b>	<b>21.770</b>	<b>22.226</b>	<b>21.836</b>	<b>20.670</b>
School Credit	1.323	1.325	1.627	1.615	1.630
<b>Net Tax Rate - Eau Claire County</b>	<b>\$ 20.405</b>	<b>\$ 20.445</b>	<b>\$ 20.599</b>	<b>\$ 20.221</b>	<b>\$ 19.040</b>

# City of Eau Claire 2009 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>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
City of Eau Claire	\$ 5.895	\$ 6.006	\$ 5.991	\$ 5.819	\$ 6.135
Public Library	0.753	0.724	0.714	0.658	0.659
City-County Health	0.422	0.418	0.410	0.384	0.386
Eau Claire Area School District	11.528	9.961	9.491	8.870	8.787
Vocational District	1.612	1.621	1.611	1.524	1.548
Chippewa County	3.438	3.408	3.270	3.080	3.044
State Forestry	0.198	0.189	0.181	0.164	0.166
<b>Gross Tax Rate</b>	<b>23.846</b>	<b>22.327</b>	<b>21.668</b>	<b>20.499</b>	<b>20.725</b>
School Credit	1.318	1.313	1.583	1.547	1.586
<b>Net Tax Rate - Chippewa County</b>	<b>\$ 22.528</b>	<b>\$ 21.014</b>	<b>\$ 20.085</b>	<b>\$ 18.952</b>	<b>\$ 19.139</b>

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

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
City of Eau Claire	\$ 5.895	\$ 6.006	\$ 5.991	\$ 5.819	\$ 6.135
Public Library	0.753	0.724	0.714	0.658	0.659
City-County Health	0.422	0.418	0.410	0.384	0.386
Chippewa School District	8.463	8.240	8.085	6.914	7.403
Vocational District	1.612	1.621	1.611	1.524	1.548
Chippewa County	3.438	3.408	3.270	3.080	3.044
State Forestry	0.198	0.189	0.181	0.164	0.166
<b>Gross Tax Rate</b>	<b>20.781</b>	<b>20.606</b>	<b>20.262</b>	<b>18.543</b>	<b>19.341</b>
School Credit	1.318	1.313	1.583	1.547	1.586
<b>Net Tax Rate - Chippewa County</b>	<b>\$ 19.463</b>	<b>\$ 19.293</b>	<b>\$ 18.679</b>	<b>\$ 16.996</b>	<b>\$ 17.755</b>



# City of Eau Claire

## Assessed Value Compared to Equalized Value

### Tax Levy Summary

#### City of Eau Claire Assessed Value Compared to Equalized Value

	2005	2006	2007	2008	2009
<b>Assessed Value (000's)</b>					
Eau Claire County	\$ 3,439,833	\$ 3,534,972	\$ 3,603,959	\$ 4,070,011	\$ 4,167,928
Chippewa County	134,195	135,833	137,552	153,660	152,642
Subtotal	3,574,028	3,670,805	3,741,511	4,223,671	4,320,570
TIF District #5	23,819	21,987	22,182	23,736	25,255
TIF District #6	9,435	9,442	9,968	11,451	11,899
TIF District #7	3,849	3,976	5,734	6,206	6,209
TIF District #8	4,401	12,915	16,427	18,121	18,801
<b>Total Assessed Value</b>	<b>\$ 3,615,532</b>	<b>\$ 3,719,125</b>	<b>\$ 3,795,822</b>	<b>\$ 4,283,185</b>	<b>\$ 4,382,734</b>
<b>Equalized Value (000's)</b>					
Eau Claire County	\$ 3,374,319	\$ 3,557,544	\$ 3,756,490	\$ 3,906,753	\$ 4,046,291
Chippewa County	133,432	136,988	141,621	149,025	149,622
Subtotal	3,507,751	3,694,532	3,898,111	4,055,778	4,195,913
TIF District #5	22,058	20,702	21,660	21,074	22,901
TIF District #6	9,072	9,254	9,907	10,663	11,404
TIF District #7	3,713	3,894	5,675	5,859	6,193
TIF District #8	3,683	12,661	16,288	16,805	18,523
<b>Total Equalized Value</b>	<b>\$ 3,546,277</b>	<b>\$ 3,741,043</b>	<b>\$ 3,951,641</b>	<b>\$ 4,110,179</b>	<b>\$ 4,254,935</b>
<b>Percent of Assessed to Equalized (1)</b>					
Eau Claire County	102.12%	99.15%	95.98%	104.18%	103.01% (est)
Chippewa County	100.78%	98.63%	97.35%	103.11%	102.02% (est)

(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

*2009 Adopted Position Control Summary*

GENERAL FUND - DEPARTMENT/DIVISION	2007	2008	2009
<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	4.00
<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	6.00
Customer Services	9.50	8.75	8.75
Total	26.50	25.75	25.75
<b>HUMAN RESOURCES</b>			
Personnel Administration	5.00	5.00	5.00
Purchasing	2.50	2.50	2.50
Total	7.50	7.50	7.50
<b>DEVELOPMENT SERVICES</b>			
Planning Administration	5.00	5.00	5.00
Inspections	7.50	7.50	7.00
Total	12.50	12.50	12.00
<b>PUBLIC WORKS</b>			
Administration	2.00	2.00	3.00
Engineering/GIS Asset Management	14.00	14.00	13.00
Street Maintenance Operations	36.00	36.00	36.00
Building & Grounds	9.00	9.00	9.00
Total	61.00	61.00	61.00
<b>PARKS &amp; RECREATION &amp; FORESTRY</b>			
Administration	3.00	3.00	3.00
Park Maintenance	24.75	24.00	24.00
Recreation	3.00	3.00	2.00
Forestry	5.00	5.00	5.00
Total	35.75	35.00	34.00
<b>POLICE DEPARTMENT</b>			
Administration	2.00	2.00	2.00
Administrative Services	16.00	17.00	17.00
Patrol Division	74.00	74.00	73.00
Detective Division	18.00	18.00	19.00
Communication Center	19.00	21.00	22.00
Total	129.00	132.00	133.00
<b>FIRE &amp; RESCUE DEPARTMENT</b>			
Fire Administration	3.00	3.00	2.00
Fire Operations	87.00	87.00	87.00
Fire Inspection	4.00	4.00	5.00
Total	94.00	94.00	94.00
<b>TOTAL GENERAL FUND</b>	<b>381.25</b>	<b>383.75</b>	<b>383.25</b>

## City of Eau Claire 2009 Adopted Program of Services

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### 2009 Adopted Position Control Summary

<b>OTHER FUNDS</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
ECONOMIC DEVELOPMENT	2.00	2.00	2.00
DOWNTOWN FUND	1.00	1.00	1.00
CEMETERY MAINTENANCE	2.00	2.00	2.00
WATER UTILITY	29.00	29.00	29.00
SEWER UTILITY	26.50	26.50	26.50
STORM WATER MANAGEMENT	2.00	2.00	2.00
PARKING UTILITY	1.50	1.00	1.00
PUBLIC TRANSIT	37.50	37.50	37.50
HOBBS MUNICIPAL ICE CENTER	3.50	3.50	3.50
RISK MANAGEMENT	1.00	1.00	1.00
CENTRAL EQUIPMENT	7.00	7.00	7.00
<b>CITY POSITIONS (Excluding Library / Health / CDBG)</b>	<b>494.25</b>	<b>496.25</b>	<b>495.75</b>
<b>LIBRARY/ HEALTH / CDBG</b>			
PUBLIC LIBRARY	37.51	36.92	37.60
CITY-COUNTY HEALTH DEPARTMENT **	33.75	34.25	34.33
COMMUNITY DEVELOPMENT BLOCK GRANT	3.10	3.06	3.06
	74.36	74.23	74.99
<b>TOTAL ALL CITY FUNDS</b>	<b>568.61</b>	<b>570.48</b>	<b>570.74</b>

\*\* Totals do not include grant positions.



# City of Eau Claire

## Payroll Costs by Fund

*Payroll Costs By Fund  
2009 Adopted Budget*

	WAGES	OVERTIME	SPECIAL PAYS	BENEFITS	HEALTH BENEFITS	TOTAL
<b>General Fund:</b>						
Administrative Services:						
City Council	\$ 33,600	\$ -	\$ 6,400	\$ 3,100	\$ -	\$ 43,100
City Manager	215,000	1,600	17,600	48,400	49,000	331,600
City Clerk/Elections	158,400	1,100	7,800	24,500	22,200	214,000
Information Services	413,500	5,300	12,500	76,800	111,800	619,900
City Attorney	290,700	-	13,000	61,100	62,400	427,200
Finance Department:						
Administration	190,500	500	6,200	38,900	49,000	285,100
Financial Services	722,800	8,400	52,600	142,800	181,000	1,107,600
Assessing	322,600	1,700	22,600	63,500	93,200	503,600
Human Resources:						
Personnel Administration	262,700	4,900	12,700	56,800	97,200	434,300
Purchasing	97,200	-	7,300	19,000	34,000	157,500
Development Services:						
Planning	301,300	4,200	17,900	59,900	89,300	472,600
Inspections	377,200	-	65,900	81,100	62,400	586,600
Public Works:						
Administration	187,600	2,500	11,600	39,200	40,200	281,100
Engineering/GIS	872,100	59,800	40,300	165,200	262,300	1,399,700
Building & Ground Maint.	257,100	14,800	7,200	49,800	90,900	419,800
Street Operations	1,662,300	226,400	53,900	346,700	609,600	2,898,900
Parks & Recreation & Forestry:						
Administration	169,500	4,800	6,400	34,000	49,000	263,700
Park Maintenance	1,232,600	63,200	41,000	233,900	440,400	2,011,100
Recreation	461,800	300	10,100	51,700	44,400	568,300
Forestry	243,600	5,400	2,100	43,700	67,000	361,800
Police Department:						
Administration	135,500	2,600	4,100	37,200	30,800	210,200
Administrative Services	806,500	15,300	64,500	189,700	289,200	1,365,200
Patrol Division	4,086,100	262,300	538,400	1,259,800	1,132,400	7,279,000
Detective Division	1,089,600	90,600	163,900	352,000	229,200	1,925,300
Communication Center	929,400	27,300	53,400	184,500	380,000	1,574,600
Fire & Rescue Department:						
Administration	132,800	600	9,500	30,100	22,200	195,200
Operations/EMS	4,664,900	248,200	393,600	1,078,600	1,564,600	7,949,900
Inspection	286,500	-	34,100	62,200	98,800	481,600
Non-Departmental:	-	-	-	-	1,245,700	1,245,700
<b>Total General Fund:</b>	<b>\$ 20,603,400</b>	<b>\$ 1,051,800</b>	<b>\$ 1,676,600</b>	<b>\$ 4,834,200</b>	<b>\$ 7,448,200</b>	<b>\$ 35,614,200</b>

## City of Eau Claire 2009 Adopted Program of Services

*Payroll Costs By Fund  
2009 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	\$ 112,200	\$ -	\$ 5,700	\$ 20,100	\$ 29,200	\$ 167,200
Community Enhancement	-	-	-	-	-	-
Downtown Fund	70,300	-	200	12,200	29,200	111,900
Cemetery Maintenance	182,500	12,300	5,000	33,200	64,200	297,200
Hazardous Materials Response	42,400	10,000	-	9,300	-	61,700
Public Library	1,877,200	17,100	31,700	357,500	468,600	2,752,100
City-County Health	1,950,400	-	44,300	340,800	659,600	2,995,100
CDBG	-	-	-	-	-	-
Debt Service Fund	-	-	-	-	-	-
Water Utility	1,251,800	105,100	79,000	260,900	536,600	2,233,400
Sewer Utility	1,409,500	192,800	56,200	299,100	526,500	2,484,100
Stormwater Management	283,600	10,600	13,100	56,000	91,200	454,500
Parking Utility	33,500	4,800	1,700	7,400	21,200	68,600
Public Transit	1,642,700	62,600	17,200	299,200	599,000	2,620,700
Hobbs Municipal Ice Center	216,000	8,900	3,900	35,000	59,900	323,700
Fairfax Municipal Pool	182,600	2,700	1,100	17,400	10,200	214,000
Risk Management	87,500	900	1,500	16,800	27,600	134,300
Central Equipment	413,600	33,900	10,000	83,200	193,500	734,200
Landfill Remediation	-	-	-	-	-	-
Redevelopment Authority	-	-	-	-	-	-
Downtown Business District	-	-	-	-	-	-
West Grand Business District	-	-	-	-	-	-
Water Street Business District	-	-	-	-	-	-
North Barstow Business District	-	-	-	-	-	-
<b>Total Other Funds:</b>	<b><u>\$ 9,755,800</u></b>	<b><u>\$ 461,700</u></b>	<b><u>\$ 270,600</u></b>	<b><u>\$ 1,848,100</u></b>	<b><u>\$ 3,316,500</u></b>	<b><u>\$ 15,652,700</u></b>
<b>Total All Funds:</b>	<b><u>\$ 30,359,200</u></b>	<b><u>\$ 1,513,500</u></b>	<b><u>\$ 1,947,200</u></b>	<b><u>\$ 6,682,300</u></b>	<b><u>\$ 10,764,700</u></b>	<b><u>\$ 51,266,900</u></b>





# City of Eau Claire

## General Obligation Debt Limitation

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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 percent 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)	\$	4,254,934,700
Legal Debt Capacity (5% of equalized value)		212,746,735
General Obligation Indebtedness:		
General long-Term Debt		80,536,490
Less: Amounts Available for Payment of Principal:		
In Debt Service funds		(9,002,245)
		71,534,245
Net Indebtedness		71,534,245
Unused Borrowing Capacity	\$	141,212,490
Percent of Debt Capacity Remaining		66.38%



# City of Eau Claire

## Debt Summary

### DEBT SUMMARY

	Principal Jan. 1, 2009	Proposed Additions	Retired	Principal Dec. 31, 2009	Current Interest
<b>General Obligation Debt:</b>					
<b>Bonds &amp; Notes:</b>					
City Purpose:					
2004 State Trust Fund note-CAD	\$ 38,633.50	\$ -	\$ 38,633.50	\$ -	\$ 1,545.34
1998 Corporate Purpose	235,000.00	-	115,000.00	120,000.00	7,958.75
1998 Corporate Purpose-Fire	100,000.00	-	50,000.00	50,000.00	3,362.50
1999 Corporate Purpose	165,000.00	-	80,000.00	85,000.00	6,230.00
2000 Corporate Purpose	155,000.00	-	75,000.00	80,000.00	5,955.00
2001 Corporate Purpose	1,135,000.00	-	65,000.00	1,070,000.00	52,242.51
2001 Corporate Purpose-Flood	1,525,000.00	-	85,000.00	1,440,000.00	70,241.25
2002 Corporate Purpose	640,000.00	-	60,000.00	580,000.00	24,725.00
2002 Corporate Purpose-Refunding	1,260,000.00	-	235,000.00	1,025,000.00	41,407.51
2002 Corporate Purpose-Refunding-Pool	150,000.00	-	150,000.00	-	2,512.50
2003 Corporate Purpose	2,370,000.00	-	115,000.00	2,255,000.00	100,578.75
2003 Corporate Purpose-Refunding	1,395,000.00	-	215,000.00	1,180,000.00	46,535.00
2004 Corporate Purpose	1,200,000.00	-	50,000.00	1,150,000.00	47,255.00
2004 Corporate Purpose-Artificial Turf	215,000.00	-	40,000.00	175,000.00	7,000.00
2005 Corporate Purpose	2,265,000.00	-	95,000.00	2,170,000.00	86,872.50
2006 Corporate Purpose	2,505,000.00	-	95,000.00	2,410,000.00	107,839.38
2006 Corporate Purpose-Fire Station	90,000.00	-	5,000.00	85,000.00	3,858.13
2007 Corporate Purpose	3,340,000.00	-	120,000.00	3,220,000.00	142,337.50
2007 Corporate Purpose-Public Safety Facility	240,000.00	-	60,000.00	180,000.00	8,400.00
2007 Corporate Purpose-Fire Equipment	2,050,000.00	-	195,000.00	1,855,000.00	81,887.50
2007 Corporate Purpose-Refunding	4,315,000.00	-	110,000.00	4,205,000.00	170,512.50
2007 Corporate Purpose-Refunding-Fire Station	535,000.00	-	-	535,000.00	21,400.00
2008 Corporate Purpose	3,640,000.00	-	95,000.00	3,545,000.00	173,706.25
2008 Corporate Purpose Notes-LBE	1,015,000.00	-	100,000.00	915,000.00	44,835.94
2008 Corporate Purpose Notes-Public Safety	250,000.00	-	25,000.00	225,000.00	11,031.26
2008 Corporate Purpose Notes-Bridges	200,000.00	-	20,000.00	180,000.00	8,825.00
2008 Corporate Purpose Notes-Park Improvements	150,000.00	-	15,000.00	135,000.00	6,618.74
2008 Corporate Purpose Notes-Hobbs Ice Center	400,000.00	-	-	400,000.00	18,437.50
2008 Corporate Purpose-Unfunded Pension Liab (City)	7,314,810.00	-	112,680.00	7,202,130.00	502,797.82
2009 Corporate Purpose	-	4,200,000.00	-	4,200,000.00	-
2009 Corporate Purpose-LBE	-	1,560,000.00	-	1,560,000.00	-
2009 Corporate Purpose-Hobbs Ice Center	-	4,200,000.00	-	4,200,000.00	146,600.00
2009 Corporate Purpose-Hobbs Code Compliance	-	600,000.00	-	600,000.00	-
<b>Total City Purpose Bonds</b>	<b>\$ 38,893,443.50</b>	<b>\$ 10,560,000.00</b>	<b>\$ 2,421,313.50</b>	<b>\$ 47,032,130.00</b>	<b>\$ 1,953,509.13</b>
<b>Special Assessment:</b>					
1999 Bonds	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -	\$ 6,187.50
2000 Bonds	210,000.00	-	105,000.00	105,000.00	7,980.00
2001 Bonds	345,000.00	-	115,000.00	230,000.00	12,218.75
2002 Bonds	640,000.00	-	160,000.00	480,000.00	21,960.00
2003 Bonds	850,000.00	-	170,000.00	680,000.00	30,387.50
2004 Bonds	960,000.00	-	160,000.00	800,000.00	31,600.00
2005 Bonds	1,120,000.00	-	160,000.00	960,000.00	38,000.00
2006 Bonds	1,280,000.00	-	160,000.00	1,120,000.00	55,500.00
2007 Bonds	1,440,000.00	-	160,000.00	1,280,000.00	56,800.00
2008 Bonds	1,600,000.00	-	160,000.00	1,440,000.00	69,100.00
2009 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>\$ 1,600,000.00</b>	<b>\$ 8,695,000.00</b>	<b>\$ 329,733.75</b>
<b>Total Fund 300 - Debt Service</b>	<b>\$ 47,588,443.50</b>	<b>\$ 12,160,000.00</b>	<b>\$ 4,021,313.50</b>	<b>\$ 55,727,130.00</b>	<b>\$ 2,283,242.88</b>

## City of Eau Claire 2009 Adopted Program of Services

### DEBT SUMMARY

	Principal Jan. 1, 2009	Proposed Additions	Retired	Principal Dec. 31, 2009	Current Interest
<b>TIF Districts:</b>					
1999 Bonds (TIF #6)	\$ 50,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 1,868.75
2000 Bonds (TIF #5)	150,000.00	-	75,000.00	75,000.00	5,700.00
2000 Bonds (TIF #6)	30,000.00	-	15,000.00	15,000.00	1,140.00
2003 Bonds (TIF #8)	3,700,000.00	-	180,000.00	3,520,000.00	156,952.50
2003 Bonds-Refunding (TIF #8)	2,000,000.00	-	100,000.00	1,900,000.00	80,022.50
2003 Bonds-Taxable (TIF #8)	250,000.00	-	250,000.00	-	5,000.00
2004 Bonds (TIF #5)	815,000.00	-	75,000.00	740,000.00	27,987.50
2004 Bonds (TIF #7)	330,000.00	-	5,000.00	325,000.00	12,010.00
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)	2,045,000.00	-	95,000.00	1,950,000.00	80,037.50
2007 Bonds-Refunding (TIF #6)	775,000.00	-	25,000.00	750,000.00	30,500.00
2007 Bonds-Refunding (TIF #7)	1,120,000.00	-	105,000.00	1,015,000.00	42,700.00
2009 Bonds (TIF #9)	-	1,700,000.00	-	1,700,000.00	-
<b>Total TIF Districts Bonds</b>	<b>\$ 16,475,000.00</b>	<b>\$ 1,700,000.00</b>	<b>\$ 950,000.00</b>	<b>\$ 17,225,000.00</b>	<b>\$ 666,421.01</b>
<b>Proprietary Long-Term Debt:</b>					
<b>Water:</b>					
Revenue Bonds:					
1996 Bonds	\$ 225,000.00	\$ -	\$ 110,000.00	\$ 115,000.00	\$ 10,780.00
1997 Bonds	2,025,000.00	-	200,000.00	1,825,000.00	104,292.49
2007 Bonds	1,940,000.00	-	100,000.00	1,840,000.00	81,362.50
2009 Bonds	-	2,000,000.00	-	2,000,000.00	50,000.00
Revenue Refunding Bonds:					
2001 Bonds	3,505,000.00	-	205,000.00	3,300,000.00	156,712.51
2003 Bonds	1,320,000.00	-	215,000.00	1,105,000.00	49,060.63
<b>Total Water</b>	<b>\$ 9,015,000.00</b>	<b>\$ 2,000,000.00</b>	<b>\$ 830,000.00</b>	<b>\$ 10,185,000.00</b>	<b>\$ 452,208.13</b>

## City of Eau Claire 2009 Adopted Program of Services

### DEBT SUMMARY

	Principal Jan. 1, 2009	Proposed Additions	Retired	Principal Dec. 31, 2009	Current Interest
<b>Storm Water Utility General Obligation:</b>					
1998 Bonds	\$ 130,000.00	\$ -	\$ 65,000.00	\$ 65,000.00	\$ 3,648.13
1999 Bonds	145,000.00	-	70,000.00	75,000.00	4,616.25
2000 Bonds	145,000.00	-	70,000.00	75,000.00	4,699.99
2001 Bonds	1,300,000.00	-	70,000.00	1,230,000.00	59,207.50
2001 Bonds-Flood	1,525,000.00	-	85,000.00	1,440,000.00	69,338.13
2002 Bonds	910,000.00	-	45,000.00	865,000.00	37,826.25
2003 Bonds	1,310,000.00	-	65,000.00	1,245,000.00	54,904.36
2004 Bonds	1,365,000.00	-	55,000.00	1,310,000.00	53,355.03
2005 Bonds	1,600,000.00	-	65,000.00	1,535,000.00	60,843.76
2006 Bonds	715,000.00	-	25,000.00	690,000.00	30,563.46
2007 Bonds	1,965,000.00	-	70,000.00	1,895,000.00	83,056.24
2007 Bonds-Refunding	3,335,000.00	-	90,000.00	3,245,000.00	130,856.26
2008 Bonds	1,000,000.00	-	25,000.00	975,000.00	42,704.08
2009 Bonds	-	3,460,000.00	-	3,460,000.00	43,250.00
<b>Total Storm Water Utility Bonds</b>	<b><u>\$ 15,445,000.00</u></b>	<b><u>\$ 3,460,000.00</u></b>	<b><u>\$ 800,000.00</u></b>	<b><u>\$ 18,105,000.00</u></b>	<b><u>\$ 678,869.44</u></b>
<b>Transit General Obligation Notes/Bonds:</b>					
2002 State Trust Fund Note-Buses	\$ 197,856.76	\$ -	\$ 36,168.57	\$ 161,688.19	\$ 7,682.88
<b>Total Transit Notes/Bonds</b>	<b><u>\$ 197,856.76</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 36,168.57</u></b>	<b><u>\$ 161,688.19</u></b>	<b><u>\$ 7,682.88</u></b>
<b>Library General Obligation Notes/Bonds:</b>					
2008 Corporate Purpose-Unfunded Pension Liability	\$ 475,190.00	\$ -	\$ 7,320.00	\$ 467,870.00	\$ 32,663.12
<b>Total Library Bonds</b>	<b><u>\$ 475,190.00</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 7,320.00</u></b>	<b><u>\$ 467,870.00</u></b>	<b><u>\$ 32,663.12</u></b>
<b>Health Debt GO Notes/Bonds:</b>					
2008 Corporate Purpose-Unfunded Pension Liability	\$ 355,000.00	\$ -	\$ 5,000.00	\$ 350,000.00	\$ 24,421.88
<b>Total Health Dept Bonds</b>	<b><u>\$ 355,000.00</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 5,000.00</u></b>	<b><u>\$ 350,000.00</u></b>	<b><u>\$ 24,421.88</u></b>
<i>Note: Proprietary Fund debt is reported on an accrual basis in this report.</i>					
<b>Total Revenue Bond Debt</b>	<b><u>\$ 9,015,000.00</u></b>	<b><u>\$ 2,000,000.00</u></b>	<b><u>\$ 830,000.00</u></b>	<b><u>\$ 10,185,000.00</u></b>	<b><u>\$ 452,208.13</u></b>
<b>Total General Obligation Debt</b>	<b><u>\$ 80,536,490.26</u></b>	<b><u>\$ 17,320,000.00</u></b>	<b><u>\$ 5,819,802.07</u></b>	<b><u>\$ 92,036,688.19</u></b>	<b><u>\$ 3,693,301.21</u></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>
2009	4,032,803	29,422	39,983	1,929,734	474,813
2010	3,853,177	29,138	40,185	1,606,129	508,813
2011	3,910,182	28,638	40,048	1,450,004	551,309
2012	3,898,089	28,138	39,880	1,288,640	592,094
2013	3,616,933	32,513	39,682	1,087,920	640,647
2014	3,600,840	31,763	39,750	883,100	843,025
2015	3,280,378	31,013	39,773	693,620	854,313
2016	3,216,719	30,263	40,048	509,700	830,450
2017	3,209,606	29,503	40,248	332,600	812,225
2018	2,717,853	28,725	40,360	163,000	656,150
2019	2,236,590	27,937	40,395	-	656,944
2020	2,064,559	32,006	40,351	-	112,269
2021	1,978,712	30,931	40,524	-	-
2022	1,868,404	29,844	40,894	-	-
2023	1,871,161	28,719	41,110	-	-
2024	1,649,750	32,409	40,870	-	-
2025	1,541,589	30,941	41,115	-	-
2026	1,355,688	29,441	41,190	-	-
2027	1,144,680	32,756	40,797	-	-
2028	904,446	30,919	41,179	-	-
<b>Totals</b>	<b><u>\$ 51,952,159</u></b>	<b><u>\$ 605,019</u></b>	<b><u>\$ 808,382</u></b>	<b><u>\$ 9,944,447</u></b>	<b><u>\$ 7,533,052</u></b>
EC County Portion of the Health Dept Debt		<u>(229,059)</u>			
Net Health Dept Bonds		<u>\$ 375,960</u>			

Note: Includes principal and interest.

# City of Eau Claire 2009 Adopted Program of Services

## Debt Summary

### Principal and Interest Requirements to Maturity

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

Year <u>Due</u>	TIF <u>District #6</u>	TIF <u>District #7</u>	TIF <u>District #8</u>	Total St Trust Fund <u>Loans</u>	Total General <u>Obligation Debt</u>
2009	98,509	164,710	878,390	85,251	7,733,614
2010	95,508	179,973	622,715	45,072	6,980,708
2011	131,900	189,579	801,587	45,072	7,148,318
2012	127,700	198,619	809,790	45,072	7,028,021
2013	123,500	212,016	801,974	45,072	6,600,256
2014	129,100	229,569	962,912	-	6,720,059
2015	124,500	246,105	705,363	-	5,975,064
2016	119,900	148,800	704,661	-	5,600,540
2017	66,300	153,000	702,725	-	5,346,207
2018	-	-	704,025	-	4,310,113
2019	-	-	703,805	-	3,665,672
2020	-	-	658,363	-	2,907,548
2021	-	-	633,001	-	2,683,168
2022	-	-	626,896	-	2,566,038
2023	-	-	604,836	-	2,545,826
2024	-	-	74,594	-	1,797,624
2025	-	-	71,531	-	1,685,176
2026	-	-	-	-	1,426,318
2027	-	-	-	-	1,218,233
2028	-	-	-	-	976,543
<b>Totals</b>	<b><u>\$1,016,917</u></b>	<b><u>\$1,722,371</u></b>	<b><u>\$11,067,168</u></b>	<b><u>\$265,539</u></b>	<b><u>\$84,915,046</u></b>

\*A \$500,000 State Trust Fund loan is being issued in 2008 for the Energy Savings Performance contract. No payments are due until 2010.

*Note: Includes principal and interest.*

## City of Eau Claire 2009 Adopted Program of Services

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### *Debt Summary*

#### Principal and Interest Requirements to Maturity

#### Water Long-Term Debt and Advances

<u>Year Due</u>	<u>Revenue Bonds</u>	<u>Advances From General Fund</u>	<u>Total Long-Term Debt &amp; Advances</u>
2009	\$ 1,241,269	\$ 605,801	\$ 1,847,070
2010	1,240,026	605,802	1,845,828
2011	1,241,420	605,801	1,847,221
2012	1,241,588	605,800	1,847,388
2013	1,239,094	514,002	1,753,096
2014	1,238,444	513,996	1,752,440
2015	1,239,825	355,642	1,595,467
2016	1,243,080	355,647	1,598,727
2017	392,870	211,678	604,548
2018	188,850	211,678	400,528
2019	182,100	-	182,100
2020	175,350	-	175,350
2021	169,050	-	169,050
2022	162,750	-	162,750
2023	156,375	-	156,375
<b>Totals</b>	<b>\$ 11,352,091</b>	<b>\$ 4,585,847</b>	<b>\$ 15,937,938</b>

*Note: Includes principal and interest.*

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

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***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Storm Water Long-Term Debt**

<u>Year Due</u>	<u>General Obligation Bonds</u>	<u>Total Long-Term Debt</u>
2009	\$ 1,603,958	\$ 1,603,958
2010	1,616,176	1,616,176
2011	1,611,728	1,611,728
2012	1,626,105	1,626,105
2013	1,613,386	1,613,386
2014	1,623,358	1,623,358
2015	1,620,411	1,620,411
2016	1,619,884	1,619,884
2017	1,626,381	1,626,381
2018	1,541,126	1,541,126
2019	1,431,984	1,431,984
2020	1,329,494	1,329,494
2021	1,199,126	1,199,126
2022	745,634	745,634
2023	663,654	663,654
2024	535,286	535,286
2025	416,599	416,599
2026	277,780	277,780
2027	222,564	222,564
2028	<u>71,470</u>	<u>71,470</u>
<b>Totals</b>	<b><u>\$ 22,996,104</u></b>	<b><u>\$ 22,996,104</u></b>

*Note: Includes principal and interest.*



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

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***Debt Summary***

**Principal and Interest Requirements to Maturity**

**Fairfax Municipal Pool  
Advance From General Fund**

<u>Year Due</u>	<u>Total Advances</u>
2009	152,513
	<u><u>\$ 152,513</u></u>

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

<u>Year Due</u>	<u>Total General Obligation Note</u>
2009	18,438
2010	14,750
2011	63,844
2012	62,031
2013	60,219
2014	58,406
2015	56,594
2016	54,750
2017	52,875
2018	50,969
	<u><u>\$ 492,876</u></u>

*Note: Includes principal and interest.*



# City of Eau Claire

## Adopted Motions & Ordinances

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### Adopted Motions

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

Eliminate outside legal assistance for lead negotiation services with all City bargaining groups and to conduct negotiations using City staff up to the point of impasse, unless otherwise authorized by City Council, and to reduce the 2009 Human Resources legal services budget by \$8,000 by transferring that amount to contingency.

**2. COMMUNITY NEWSLETTER – (Council Member Balow)**

Replace the printed version of the Community Newsletter with an electronic version and transfer the savings of \$8,000 to contingency. Citizens can request that a paper copy be mailed to them at their own expense.

**3. AGENDA ADVERTISEMENT – (Council Member Balow)**

Eliminate publishing the City Council Agenda in the newspaper and transfer savings of \$13,000 to contingency.

**4. CITY FACILITIES – PARKS & REC BUILDING – (Council Member Balow)**

Direct the City Manager to dispose of the Parks & Recreation building at 1300 First Avenue in 2009 and relocate city operations to other city facilities by January 1, 2009 or as soon as possible thereafter. The savings in annual building costs to be used for relocating city operations and excess funds transferred to contingency.

**5. CITY PROPERTY – (Council Member Duax)**

City Manager to inventory existing city-owned property and present a report and recommendations to the City Council by May 1, 2009 regarding potential sale or disposal of excess property.

**6. VEHICLE REGISTRATION FEE – (Council Member Pavelski)**

Eliminate the vehicle registration fee revenue and replace it with a one-time use of fund balance to be offset in 2009 by ongoing reductions in city operational services and expenditures.”

**7. RELOCATE VINE STREET STORAGE FACILITY – (Council Member Duax)**

Relocate the existing storage operation maintained at former Fire Station #9 on Vine Street and offer the property for sale for redevelopment by May 1, 2009 or as soon as possible thereafter, and to direct the City Manager to prepare a report and recommendations for an alternate storage facility, including the feasibility of joint storage with Eau Claire County.

**8. COUNCIL SALARIES – (Council Member Buchanan)**

Reserve contingency funding for a salary increase of \$1,000 each for Council Member salaries and \$25 per officially sanctioned meeting.

**9. COUNCIL TRAINING – (Council Member Buchanan)**

Increase the tax levy by \$8,700 and allocate \$4,300 to Council training thereby providing up to \$2,000 per Council Member and \$3,000 for Council President for annual training expenses unless otherwise authorized by City Council and allocate \$4,400 to the Economic Development Fund.

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

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### **10. UW – EC ADDITIONAL TRIPPER ROUTE – (Council Member Buchanan)**

Increase the Transit budget by \$75,600 to add a fourth “tripper” bus to the UWEC route funded 100% by state and federal aids and UW-EC activity fees.

### **11. MOMENTUM WEST – (Council Member Von Haden)**

Eliminate 2009 Economic Development Fund contribution of \$1,000 to Momentum West.

### **12. FIRE BELL RESTORATION PROJECT – (Council Member Duax)**

Provide \$1,000 for the Fire Bell Restoration Project from the contingency account.

## **Adopted Ordinances**

### **1. ROOM TAX**

Ordinance amending Chapter 3.20 of the Code of Ordinances of the City of Eau Claire entitled “Room Tax” increasing the tax rate from 7% to 8%.

### **2. REINSPECTION FEE**

Ordinance to create Chapter 1.25 of the City Code of Ordinances of the City of Eau Claire entitled “Enforcement-Orders-Inspections” implementing a re-inspection fee.

### **3. 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 2009 Program of Services.

### **4. PAY PLAN**

Ordinance to amend the pay plan for the City of Eau Claire specifically those parts pertaining to CTSEA employees.



City of Eau Claire, Wisconsin

# *Adopted Program Of Services*

November 12, 2008



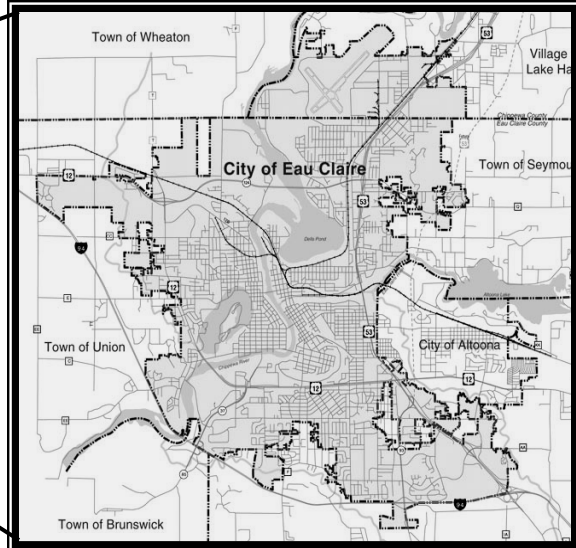
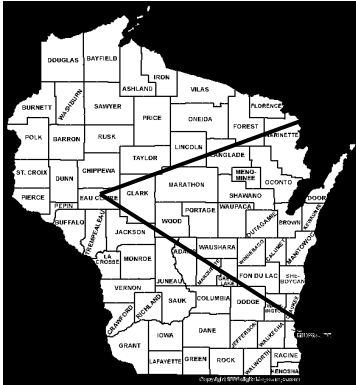
## *Gauging The City*

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# City of Eau Claire Community Profile



## CITY OF EAU CLAIRE – HONORS

- 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.
- Rated 56<sup>th</sup> out of 124 small metro market in the *Milken Institute’s “Best Performing Cities Index”* for 2008.
- **“2008 International Downtown Merit Achievement Award for Public Space”** – Phoenix Park.
- **“2008 Good Government Award”** from the *League of Wisconsin Municipalities*.
- 2007 Winner **“100 Best Communities for Young People”** from *America’s Promise*
- Ranked **“15<sup>th</sup> Greenest City”** nationwide in *Country Home Magazine’s* list of “The Best Green Places” in 2007
- Received the **“Preserve America”** award in 2007 by the *Advisory Council on Historic Preservation*
- Ranked as a **“5-Star Quality of Life City”** in 2007 by *Expansion Management*
- Ranked 56<sup>th</sup> according to the *Milken Institute’s 2008 Best Performing Cities*.
- Ranked as the **“8<sup>th</sup> Safest Metro Area”** by *Morgan Quinto* in 2007

## POPULATION

1970	44,619
1980	51,509
1990	56,856
2000	61,704
2007	65,202
2008	65,362 (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 33.87 square miles.



# City of Eau Claire

## General Statistical Data

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<b><u>Acreage:</u></b>	33.87 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>	495.75 City Positions, 36.92 Library Positions, & 34.25 Health Dept. Positions		
<b><u>Population Statistic:</u></b>	2008 Estimated Population – 65,362 Median Age of Population – 35.6 years Median Family Income - \$53,302 Per Capita Income - \$22,475 Labor Force – 88,700 Unemployment Rate – 4.3%		
<b><u>Election Statistics:</u></b>		<b><u>Presidential Nov. 2004</u></b>	<b><u>Local April 2008</u></b>
	Registered Voters	46,325	45,393
	Voter Turnout	37,612	7,537
	Percentage of Turnout	81%	16.6%
<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>Water Utility:</b> 15 Operating City Wells - Average Daily Pumpage of 9.31 Million Gallons 6 Water Booster Stations 366 Mile of Water Main 6 Water Towers & Reservoirs - Total Storage Capacity of 15.5 Million Gallons 3,671 Fire Hydrants 25,669 Water Customers  <b>Sewer Utility:</b> Wastewater Treatment Plant Capacity – 12 Million Gallons Per Day 25 Sewage Pump Stations 319 Miles of Sewer Main 24,810 Customers  <b>Storm Water Utility:</b> 36 Square Miles of Drainage Area 6 Major Drainage Basins 220 Miles of Storm Sewer		
<b><u>Street Lights &amp; Signals:</u></b>	1,900 Commercial Street Lights 3,700 Residential Street Lights 35 City Owned Traffic Signals		



# City of Eau Claire 2009 Adopted Program of Services

**Streets & Bridges:**

341.4 Miles of Streets  
 13 Road Bridges  
 5 Pedestrian Bridges  
 10 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:**

29,582 Total Housing Units  
 15,126 Single-Family Detached Units  
 1,305 Single-Family Attached Units  
 9,745 Multiple-Family Units  
 2,838 Multi-Family Parcels  
 568 Mobile Homes & Trailers

**Property Values:**

Tax Year	Assessment Year	Assessed Value	New Construction
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
2008 (June)	73	17	21	21	3	11
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
1998	209	43	49	82	27	8
1997	188	39	53	68	19	9

Permits Issued							
	Est. Insp.	Building	Electrical	Plumbing	Heating	Others	Total Permits
2008 (June)	5,637	604	407	340	431	97	1,879
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
1998	14,388	1,516	1,062	888	1,117	213	4,796
1997	13,821	1,441	944	891	1,111	272	4,659



## City of Eau Claire

### Education, Health Care & Cost of Living

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#### **EDUCATION**

Eau Claire prides itself on the outstanding education available within the city. The Eau Claire Area School District provides K-12 education and consists of 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.

Eau Claire area is home to three institutions of higher education. Approximately 10,500 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 2007 data readings, Eau Claire received an overall ranking of 94.8, which was well under the national average of 100. The most recent data from second quarter of 2008, indicated that Eau Claire is maintaining its below average status at 94.4.



# City of Eau Claire

## Economic Development

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### **GATEWAY WEST BUSINESS PARK**

The Gateway West Business Park is a 200-acre park serviced by utilities and located on Eau Claire's northwest side. Only a few commercial and industrial sites are still available in this well-established park.

- 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 2009 Adopted Program of Services

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### SKY PARK INDUSTRIAL CENTER

Located on Eau Claire's south side, Sky Park Industrial Center is a 120-acre high-amenity park especially suited for light manufacturing. Protective covenants ensure the park maintains its high level of amenities.

- 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	2008		
	Equalized Value (in 1,000s)	Rank	Percentage of Total Equalized Value
Oakwood Hills Mall	\$ 71,533	1	1.72%
Keystone Corporation	37,628	2	0.88%
Hutchinson Technology, Inc.	33,581	3	0.81%
Marshfield Clinic	32,200	4	0.49%
Nestle Foods	26,120	5	0.64%
Luther Hospital	25,421	6	0.59%
Royal Credit Union	22,781	7	0.55%
Midelfort Clinic	21,159	8	0.52%
Menard's Inc.	19,458	9	0.47%
Phillips Properties	17,162	10	0.40%
Principal Taxpayers Total	<u>\$ 307,043</u>		
Total City Equalized Value	<u>\$ 4,254,935</u>		

### Major Employers

Employer	2007		
	Employees	Rank	Percentage of Total City Employment
Menard's Inc.	4,500	1	12%
Luther Midelfort, Mayo Health System	3,145	2	9%
Hutchinson Technology	1,766	3	5%
Eau Claire Area School District	1,733	4	5%
University of Wisconsin - Eau Claire	1,450	5	4%
Sacred Heart Hospital	1,350	6	4%
Chippewa Valley Technical College	1,303	7	4%
United Health Group	1,191	8	3%
Marshfield Clinic	744	9	2%
City of Eau Claire	<u>569</u>	10	2%
Total Principal Employers	<u>17,751</u>		50%
Total Employees in City	<u>36,702</u>		



City of Eau Claire, Wisconsin

# *Adopted Program Of Services*

November 12, 2008



## *Glossary*

**Page #**

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Glossary of Terms

M-1

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# City of Eau Claire

## Glossary

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### **APPROPRIATION**

An authorization by the City Council that permits City staff to incur obligations and to expend governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period in operating funds.

### **ASSESSED VALUATION**

The estimated value placed upon real and personal property by the City assessors as the basis for levying property taxes.

**BENEFITS** – See Employee Benefits

### **BONDED DEBT**

A written promise to pay a specified sum of money at a future date along with periodic interest. Proceeds from bonds are typically used for long-term debt to pay for construction of capital projects or purchase major equipment.

### **BUDGET (OPERATING)**

A plan of financial operation embodying proposed expenditures for a given period, typically a fiscal year, and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

### **BUSINESS IMPROVEMENT DISTRICT (BID)**

A district created under state statute by petition to the City from owners of commercial property. The purpose is to allow businesses within the district to develop, manage, and promote their district and provide a method to fund these activities through a self-imposed assessment.

### **CAPITAL OUTLAY**

Payment for purchase or construction of any item having a unit cost of \$5,000 or 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 utilities, 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.

# City of Eau Claire 2009 Adopted Program of Services

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## **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 pension, medical, disability and life insurance plans.

## **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.

## **EQUITY TRANSFERS**

Non-recurring or non-routine transfers of equity between funds.

## **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**

A 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.

# City of Eau Claire 2009 Adopted Program of Services

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## **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.

## **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.

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

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### **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.