

CITY OF EAU CLAIRE

**CITY COUNCIL
AGENDA PACKET**

**2014 BUDGET
PUBLIC HEARING AND DISCUSSIONS**

November 5, 2013

7:00 p.m.

EAU CLAIRE CITY COUNCIL BUDGET PUBLIC HEARING AGENDA

TUESDAY, NOVEMBER 5, 2013

CITY HALL COUNCIL CHAMBER

7:00 p.m.

PLEDGE OF ALLEGIANCE AND ROLL CALL

PUBLIC HEARING

2014 RECOMMENDED BUDGET HEARING

1. Public hearing on the 2014 Program of Services, the City, Library, and Health Department tax levies, the 2014 – 2018 Capital Improvement Plan, and Special Agency Funding. (Rebecca Noland) (Page 1)
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PUBLIC DISCUSSION

FEES AND LICENSES SCHEDULE

2. Public discussion of amendments to the City of Eau Claire Schedule of Fees and Licenses effective January 1, 2014. (Rebecca Noland) (Page 2)

SEWERAGE SERVICE CHARGE

3. Public discussion of an ordinance amending Chapter 15.04 of the City Code of Ordinances of the City of Eau Claire entitled “Sewer Service Charge,” to increase the sewer user charges as proposed in the 2014 Program of Services. (Rebecca Noland) (Page 4)

PAY PLAN AND EMPLOYEE BENEFITS AND LEAVES PLAN

4. Public discussion of an ordinance amending the City of Eau Claire Pay Plan. (Dale Peters) (Page 7)
5. Public discussion of an ordinance amending the City of Eau Claire Employee Benefits and Leaves Plan. (Dale Peters) (Page 10)

UPDATE ON ELETRONIC EAU CLAIRE CONVERSATION

6. Public discussion of Electronic Eau Claire Conversation (E2C2) including a report on the results of the citizen engagement exercise. (Russell Van Gompel) (Page 13)

ANNOUNCEMENTS AND DIRECTIVES

Announcements by the City Manager and Directives by the City Council.

ADJOURNMENT

The next City Council Legislative Meeting is scheduled to be held at 4 p.m. on November 7, 2013.

NOTICE TO CITIZENS

Due to requirements contained in the Wisconsin Open Meetings Law, only those matters placed on this agenda may be considered by the City Council at this meeting. If any member of the public desires that the City Council consider a matter not included on this agenda, he or she should contact a City Council Member or the City Manager to have the matter considered for placement on a future City Council agenda.

CITY COUNCIL

AGENDA ITEM COVER SHEET

Meeting Date: Tuesday, November 5, 2013

Agenda Item: Public hearing on the 2014 Program of Services, the City, Library, and Health Department tax levies, the 2014-2018 Capital Improvement Plan, and Special Agency Funding.

SUMMARY / BACKGROUND

The public hearing to consider the proposed 2014 Program of Services, the City, Library and Health Department tax levies, the 2014-2018 Capital Improvement Plan and Special Agency funding has been scheduled for November 5, 2013. An advertisement inviting the general public to attend this hearing has been published in the Leader-Telegram. This is the opportunity for citizens to appear before Council to ask questions or express concerns on any aspect of the proposed 2014 budget. Special agencies requesting funding will also have an opportunity to address Council.

ACTION / ATTACHMENTS

Action: Public Hearing

Attachments: Citizen's summary will be available in the Council Chambers

CITY COUNCIL

AGENDA ITEM SUMMARY

Meeting Date(s): Tuesday, November 5, 2013

Agenda Item: Public discussion of amendments to the City of Eau Claire Schedule of Fees and Licenses, effective January 1, 2014.

COMMENTS

This is the introduction of a resolution to amend the City of Eau Claire Schedule of Fees and Licenses. A public discussion is scheduled for Tuesday, November 5, 2013. The second reading will be included with the budget resolutions on November 7, 2013.

The departments annually review the fees and licenses. Among the proposed fee increases are the following:

- ✓ Building permits on average 5%
- ✓ Cemetery fees on average 2%
- ✓ Storm Water rates - \$3 increase from an annual \$83/ERU to \$86/ERU
- ✓ Sewer rate - \$.08/100cft of sewage and a quarterly service charge increase of \$.12
- ✓ Hobbs Ice prime time rental increase from \$165/hour to \$175 along with facility rental increases for the 2014-2015 season
- ✓ Pool season pass increases for individuals and families
- ✓ Health Department fees for massage and tattoo licenses
- ✓ Health Department Inspections of refuse and recyclable vehicles from \$15 to \$46
- ✓ Special event fees for various services

New fees include a \$25 biannual reporting fee for tax-exempt properties, a no-show or late cancellation fee of \$45 for athletic facilities, rental fees for Phoenix Park facilities ranging from \$40-\$145, a \$30 Parks and Recreation punch card, a \$3 drop-in fee for Hobbs, and an ice resurfacing charge of \$42.50.

ACTION/ATTACHMENTS

Action: Public Discussion

Attachments: Resolution. The Recommended Schedule of Fees and Licenses has been distributed to the City Council. Copies of the Schedule are available in the office of the City Clerk, in the Finance Department and online at www.eauclairewi.gov under government/budget.

RESOLUTION

RESOLUTION AMENDING THE CITY OF EAU CLAIRE SCHEDULE OF FEES AND LICENSES EFFECTIVE JANUARY 1, 2014.

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

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

WHEREAS, adjustments to the Master Schedule of Fees and Licenses are being proposed as part of the 2014 Program of Services, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Eau Claire: That the proposed adjustments to the Schedule of Fees and Licenses are approved and the Schedule of Fees and Licenses attached hereto and made a part of by reference, is hereby amended, to become effective January 1, 2014.

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

Introduced: October 22, 2013

Public Discussion: November 5, 2013

Second Reading:

Adopted:

(SEAL) _____
President Kerry J.S. Kincaid

(SEAL) _____
City Manager Russell Van Gompel

(ATTESTED) _____
City Clerk Donna A. Austad

CITY COUNCIL

AGENDA ITEM SUMMARY

Meeting Date(s): Tuesday, November 5, 2013

Agenda Item: Public Discussion of an 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 2014 Program of Services.

COMMENTS

The City's sewer service charge ordinance establishes sewer rates that generate revenue to cover the operation, maintenance, replacement and debt service expenses as proposed in the 2014 Program of Services. The City is required by statute to maintain a user charge system that allocates costs in proportion to use.

The proposed modifications to the wastewater charges continue the rate structure recommended by Donohue & Associates, Inc. in order to support the revenue requirements for debt service and equipment replacement reserves in conjunction with the Clean Water Program Fund financing for the Phase II Activated Sludge Project. The structure includes a flat fee component to recover administrative charges in addition to the volume rate. The flat fee structure allows the sewer utility to allocate the cost of administrative expenses equally across all customers while charging proportionally by volume for other costs including operating and maintaining the wastewater treatment facility, sanitary sewer system and interceptor sewers.

The new rate will cost an average homeowner using 15ccf an additional \$1.32 per quarter. The attached tables compare the rate change for customers and the rates of other sewer utilities.

The proposed ordinance increases the Biochemical Oxygen Demand (BOD) surcharge from 35 cents to 36 cents per pound of BOD in excess of 250 mg/liter, and from 31 cents to 32 cents per pound of Suspended Solids in excess of 250 mg/liter. These rates were last adjusted in 2013.

ACTION/ATTACHMENTS

Action: Public Discussion

Attachments: Ordinance, Rate Information Tables

A N O R D I N A N C E

AN 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 2014 PROGRAM OF SERVICES

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

SECTION 1. That s. 15.04.030, entitled "Wastewater service charge", and specifically subsections B. 7.

and B. 8., thereof, is hereby amended as follows:

- 7. Charges. Charges under this chapter shall be as follows:
 - a. A quarterly service charge of ~~\$5.19~~ 5.31; and
 - b. A volume charge of ~~\$2.89~~ 2.97 per 100 c.f.

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

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

C_s = amount of surcharge, always greater than zero

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

B_c = ~~\$0.35~~ 36/# BOD₅

B = BOD₅ discharge, minus 250 mg/1 (always zero or positive)

S_c = ~~\$0.31~~ 32/# suspended solids

S = suspended solids discharged, minus 250 mg/1 (always zero or positive)

SECTION 2. The provisions of this ordinance shall become effective on January 1, 2014.

(SEAL) _____
President Kerry J.S. Kincaid

(SEAL) _____
City Manager Russell Van Gompel

(ATTESTED) _____
City Clerk Donna A. Austad

First Reading: October 22, 2013

Final Reading _____

Adopted _____

Published _____

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

SEWER UTILITY RATE INFORMATION

COMPARISON OF SEWER RATES BETWEEN 2013 AND 2014

TYPE	AVERAGE VOLUME (CCF)	AVERAGE 2013 QUARTERLY RATE (\$)	AVERAGE 2014 QUARTERLY RATE (\$)
RESIDENTIAL	15	48.54	49.86
COMMERCIAL	77	227.72	234.00
INDUSTRIAL*	7,219	20,868.10	21,445.74

*Does not include BOD/TSS Surcharge

2014 SEWER RATE COMPARISON BETWEEN CITIES

UTILITY	QUARTERLY FLAT FEE (\$)	CHARGE PER CCF (\$)	TOTAL QUARTERLY CHARGE (\$)
Marshfield	55.71	3.87	113.76
Fond Du Lac	37.50	3.91	96.15
Beloit	18.90	2.95	63.15
Green Bay	19.60	2.62	58.90
Waukesha	11.88	3.09	58.23
Racine	17.52	2.53	55.47
West Allis	27.87	1.53	50.82
Eau Claire	5.31	2.97	49.86
Appleton	13.60	2.04	44.20
Kenosha	7.23	1.93	36.18

Quarterly charge for usage is based on 15 CCF of use

CITY COUNCIL

AGENDA ITEM COVER SHEET

Meeting Date: Tuesday, November 5, 2013

Agenda Item: Public discussion of an ordinance amending the City of Eau Claire Pay Plan.

SUMMARY / BACKGROUND

This ordinance would amend the pay plan for the City of Eau Claire, specifically to add the position of City Engineer to Division Heads.

Further, this would provide a 2% across the board increase for Clerical, Technical, Supervisory, Fire Command, Police Command, Confidential, Division Heads, Managerial and Federally Funded employees effective July 1, 2014.

ATTACHMENTS

Action: Public Discussion

Attachments: Ordinance, Memorandum

ORDINANCE

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

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

That s. 2.72.010 entitled “City of Eau Claire Pay Plan-Adopted” is hereby amended as follows:

SECTION 1. That the Pay Plan, specifically that part thereof pertaining to Division Heads, is hereby amended to add the position of City Engineer as contained in the pay plan pages on file in the City Clerk's office, and made a part hereof by reference, effective as of the dates listed on the pay plan pages.

SECTION 2. That the Pay Plan, specifically that part thereof pertaining to the following employee categories: Clerical, Technical, Supervisory, Fire Command, Police Command, Confidential, Division Heads, Managerial and Federally Funded employees, is hereby further amended to provide a 2% across the board increase effective July 1, 2014, as contained in the pay plan pages on file in the City Clerk's office, and made a part hereof by reference. Any position previously created but not specifically enumerated in said amendment is hereby abolished.

(SEAL) _____
President Kerry J. S. Kincaid

(SEAL) _____
City Manager Russell Van Gompel

(ATTESTED) _____
City Clerk Donna A. Austad

First Reading: October 22, 2013

Second Reading

Adopted

Published

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

MEMORANDUM

To: City Manager
From: Director of Human Resources, Assistant City Manager
Re: Pay Plan Changes
Date: October 15, 2013

Following are proposed changes to the City of Eau Claire Pay Plan. They reflect changes that are required to implement the 2014 budget and the 2.0% general increase effective July 1, 2014. The ordinance will be voted upon as part of the budget adoption on November 7, 2013. Changes are effective January 1, 2014 and July 1, 2014.

Pay Plan

CTSEA - CLERICAL, TECHNICAL & ENGINEERING, SUPERVISORY, and FIRE COMMAND

07/01/14 – 06/30/15
2.0% ATB Increase

DIVISION HEADS

01/01/14 – 06/30/14
Add City Engineer (G100-1) (added as part of 2014 budget)

07/01/14 – 06/30/15
2.0% ATB Increase

CONFIDENTIAL

07/01/14 – 06/30/15
2.0% ATB Increase

MANAGERIAL

07/01/14 – 06/30/15
2.0% ATB Increase

POLICE COMMAND

07/01/14 – 06/30/15
2.0% ATB Increase

FEDERALLY FUNDED

07/01/14 – 06/30/15
2.0% ATB Increase

CITY COUNCIL

AGENDA ITEM COVER SHEET

Meeting Date: Tuesday, November 5, 2013

Agenda Item: Public discussion of an ordinance amending the City of Eau Claire Employee Benefits and Leaves Plan.

SUMMARY / BACKGROUND

This ordinance would amend the Employee Benefits and Leaves Plan, specifically to:

- Eliminate retiree health insurance benefits for all employees* hired after December 31, 2013.
- Increase employee* contributions for health insurance from 8% to 10% effective January 1, 2014.
- Eliminate the payment in lieu of health insurance benefit for all employees* hired after December 31, 2013.
- Freeze the payment in lieu of health insurance benefit at the current levels effective January 1, 2014 for employees* hired on or before December 31, 2013.
- Eliminate the payment in lieu of health insurance benefit for employees* that marry other City employees after December 31, 2013.
- Revise the bereavement leave language with regard to registered domestic partners per the attached ordinance.

* Does not apply to protective service employees and employees that are members of Transit Union 1310.

ATTACHMENTS

Action: Public Discussion

Attachments: Ordinance

ORDINANCE

ORDINANCE AMENDING THE CITY OF EAU CLAIRE EMPLOYEE BENEFITS AND LEAVES PLAN.

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

That s. 2.72.020 entitled “City of Eau Claire Employee Benefits and Leaves Plan-Adopted” is hereby amended as follows:

SECTION 1. That the Benefits and Leaves Plan, specifically that part thereof pertaining to City Handbook Section 2.15 Retirement Benefits, is hereby amended to eliminate retiree health insurance benefits for all employees* hired after December 31, 2013, as contained in the fringe benefits sheets on file in the City Clerk's office, and made a part hereof by reference.

SECTION 2. That the Benefits and Leaves Plan, specifically that part thereof pertaining to City Handbook Section 2.01 Health Insurance, is hereby further amended to increase employee* contributions for health insurance from 8% to 10% effective January 1, 2014, as contained in the fringe benefits sheets on file in the City Clerk's office, and made a part hereof by reference.

SECTION 3. That the Benefits and Leaves Plan, specifically that part thereof pertaining to City Handbook Section 2.01 Health Insurance, is hereby further amended to eliminate the payment in lieu of health insurance benefit for all employees* hired after December 31, 2013, as contained in the fringe benefits sheets on file in the City Clerk's office, and made a part hereof by reference.

SECTION 4. That the Benefits and Leaves Plan, specifically that part thereof pertaining to City Handbook Section 2.01 Health Insurance, is hereby further amended to freeze the payment in lieu of health insurance benefit at the current levels effective January 1, 2014 for employees* hired on or before December 31, 2013, as contained in the fringe benefits sheets on file in the City Clerk's office, and made a part hereof by reference.

SECTION 5. That the Benefits and Leaves Plan, specifically that part thereof pertaining to City Handbook Section 2.01 Health Insurance, is hereby further amended to eliminate the payment in lieu of health insurance benefit for employees* that marry other City employees after December 31, 2013, as contained in the fringe benefits sheets on file in the City Clerk's office, and made a part hereof by reference.

* Does not apply to protective service employees and employees that are members of Transit Union 1310.

SECTION 6. That the Benefits and Leaves Plan, specifically that part thereof pertaining to City Handbook Section 3.08 Bereavement Leave, is hereby further amended as follows:

Bereavement leave is granted to take time-off due to the death of certain family members. All regular full-time and part-time employees are allowed bereavement leave according to the following schedule:

- Up to five work days to make arrangements for/attend the funeral of immediate family members consisting of the following: parents, step-parents, spouse, registered domestic partner, child, step-child, child of a registered domestic partner, grandchild, siblings, step-siblings.
- Up to three work days for other family members consisting of the following: mother or father in-law, brother or sister in-law (by blood or marriage), grandparents and any other relative living in the same household.

For the purpose of this section only, ~~a registered domestic partner shall be a “spouse” when determining relationships for bereavement leave benefits~~ an “in-law” relationship shall apply to the relatives of an employee’s spouse or registered domestic partner.

Employees wishing to attend funerals of other family and friends may do so with the use of vacation or compensatory time with department approval.

Forms to request bereavement leave may be obtained on the City’s intranet site or in the Human Resources Office.

(SEAL) _____
President Kerry J. S. Kincaid

(SEAL) _____
City Manager Russell Van Gompel

(ATTESTED) _____
City Clerk Donna A. Austad

First Reading: October 22, 2013
Second Reading
Adopted
Published

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CITY COUNCIL

AGENDA ITEM SUMMARY

Meeting Date(s): Tuesday, November 5, 2013

Agenda Item: Public discussion of the Electronic Eau Claire Conversation (E2C2) including a report on the results of the citizen engagement exercise.

COMMENTS

“If you had \$500, how would you spend it next year to provide services in the City of Eau Claire?” That’s the first question in the City’s new online forum, “Electronic Eau Claire Conversation (E2C2)”, created through a partnership between the City of Eau Claire and Peak Democracy. This online platform is designed to increase resident engagement by giving citizens the opportunity to participate and express opinions on important City issues. This pilot program is located at www.EauClaireWI.gov/E2C2 and was active until November 4. Once subscribed, residents can participate in two budgeting exercises centered on the question, “How would you spend \$500 to fund what is most important to you in Eau Claire?” The first exercise involves spending \$500 across 15 categories. Residents will also have the opportunity to make general comments about the budget process, upload photos or videos to illustrate their concerns or suggestions and put a value on the priorities they think are most important. They can read what others are saying about an issue and share their own opinion. City officials will read the statements and incorporate them into the decision-making process. The City aims to empower citizens by providing them information on each issue to enrich online comment and to provide more opportunities for citizen interaction and engagement.

The results of the engagement exercise will be provided during the November 5th meeting.

ACTION/ATTACHMENTS

Action: Public Discussion

Attachments: Results of the engagement exercise (to be provided at the meeting)