



City of Eau Claire, Wisconsin

2015 Adopted Program of Services

November 11, 2014

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Department of Finance

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



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City of Eau Claire, Wisconsin 2015 Adopted Program of Services

City Manager's Budget Message

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

I am presenting the 2015 Recommended Program of Services and Budget for your review and consideration. In developing and presenting this recommendation, I started the process by challenging the Department Directors to focus on the City's mission of providing for the common good and delivering services essential for a safe, sustainable, and engaged community. To fulfill our mission, the City has adopted six core values. These values include service, fairness, accountability, integrity, collaboration, and opportunity. For 2015, I am emphasizing collaboration as a fundamental priority in continuing to meet our mission.

During the 1980s and much of the '90s, a great deal of management effort was spent making fundamental changes within organizations. Inspired by books like *In Search of Excellence* and *Reinventing Government* public leaders reexamined workflow, consolidated positions, developed leadership teams, and empowered employees to make day-to-day decisions to better serve their communities. These efforts often led to major gains in efficiency, but the primary focus was internal.

In the first decade of the 21st century, however, the focus of most management change has shifted from internal efficiencies to external outcomes, often including collaboration and partnerships with other organizations having similar goals or delivering similar services. We're living at a time when there is a scarcity of resources but no shortage of demands. By collaborating within and outside of our organizations we can combine resources, talents, and efforts so that together we may accomplish what we were unable to individually. Common forms of such collaborative efforts include:

- **Public-private partnerships.** This is one of the more discussed forms of collaboration and involves a public agency working with a private firm. While contracting services out to private firms is common, such contracting is not the same arrangement as collaboration. Public-private partnerships, in which a public jurisdiction and a private firm jointly share in the costs and benefits of a service arrangement, are truly collaborations.
- **Public-nonprofit partnerships.** Local governments can often have more in common with their non-profit partners than their private partners. Non-profit entities often share similar missions or goals with local governments, particularly in the areas of human services, culture, and recreation, making collaboration more likely. A good example of

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- this in Eau Claire is the Eau Claire Regional Arts Center (ECRAC) where the City has partnered with a non-profit entity to provide performing and visual arts to the community.
- **Public-public partnerships.** Collaboration between units of government is by far the most common form of partnership involving public services. Many may be informal arrangements between abutting local governments, while some are represented by more formalized agreements. The joint Eau Claire County/City of Eau Claire Law Enforcement Center and, in particular, the communications center are good examples of this type of collaboration.
 - **Inter-departmental collaboration.** Horizontal integration between different operating units can result in improvements in efficiency and outcomes. All too often divisions and departments operate in “silos” without a clear understanding of the mission or needs of other operating units. By consolidating the Public Works and Parks departments under a single department head in Eau Claire certain inefficiencies have been identified. For example, it was discovered that multiple departments had mowing responsibilities for facilities located adjacent to each other. Now a single crew from one department takes care of all the mowing rather than multiple crews from multiple departments.
 - **Public-citizenry collaboration.** At their core, governments exist to meet the public health, safety, and welfare needs of residents. Governments need to actively engage and collaborate with residents in determining the future of the City and which services and what service levels are priorities. Recent examples of community engagement include planning for the North Barstow parking structure and the update of the comprehensive plan.

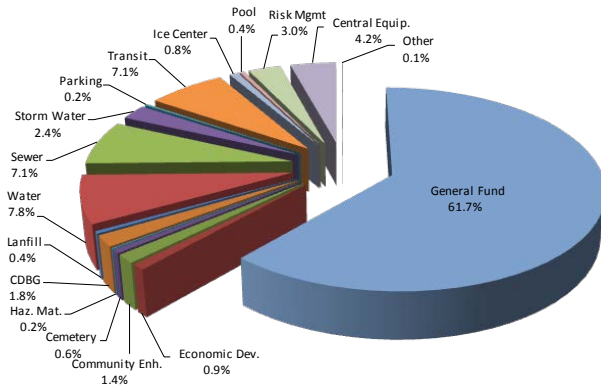
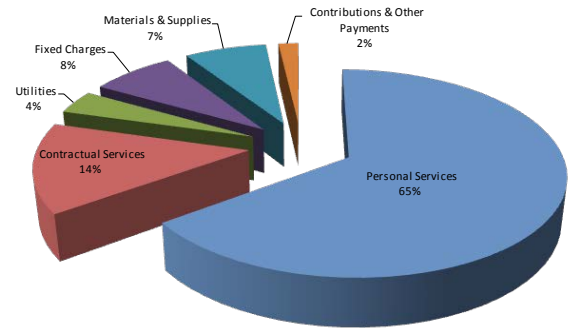
Through our use of collaboration and other organizational values we can strive to meet our mission to provide for the common good and deliver services essential for a safe, sustainable, and engaged community in 2015 and beyond.

2015 Budget Overview

The Recommended 2015 Program of Services for the City of Eau Claire totals \$112,663,400. Compared to the 2014 adopted Program of Services, this represents an increase of \$3,034,900, or 2.77%. The recommended 2015 operating budgets for the City of Eau Claire, City-County Health Department, and L.E. Phillips Public Library total \$86,439,900 for all funds. Compared to the 2014 adopted budget, operating expenditures for all funds increase \$1,798,300, or 2.12%.

2015 Adopted Program of Services City Manager’s Budget Message

Operating expenditures are broken down into a number of categories, and as illustrated in the pie chart, personnel and related costs represent a majority of operating expenditures (65%) followed by contractual services (14%), fixed charges (8%), and Materials and Supplies (7%).



The operating budgets for the City of Eau Claire are comprised of various funds, as illustrated in this pie chart. The General Fund accounts for most of the City’s core services and represents 61.7% of the operating budget, followed by the Water Utility (7.8%), Sewer Utility (7.1%), Transit (7.1%), Central Equipment (4.2%), and Risk Management (3.0%).

The recommended Program of Services for the City-County Health Department totals \$5,036,600. Compared to the 2014 Adopted Program of Services this represents an increase of \$255,000, or 5.5%. The recommended Program of Services for the L.E. Phillips Public Library totals \$4,034,300. Compared to the 2014 adopted Program of Services, this represents an increase of \$23,600, or .6%.

General Fund

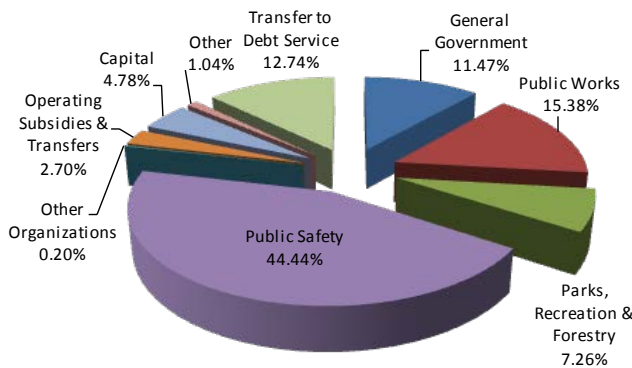
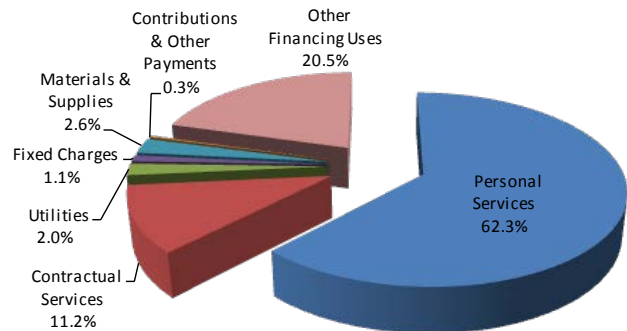
The General Fund is the largest of the City’s operating funds and provides for city services most familiar to residents, with the primary source of revenue being the property tax. Police and fire protection, snow plowing, street maintenance, recreation programs and maintenance of parks and ball fields, along with support services are all paid for through the General Fund.

The 2015 recommended budget for the General Fund proposes expenditures totaling \$61,284,500. Compared to the 2014 General Fund adopted budget of \$ 59,937,000, expenditures increase \$1,347,500, or 2.25%. The General Fund operating budget totals \$48,695,100, which is an increase of \$932,800, or 1.95%, compared to the 2014 General Fund adopted budget.

The 2015 transfer for debt service increases \$367,200, or 4.93% from 2014. This increase is due to debt issued in 2014 for capital projects.

2015 Adopted Program of Services City Manager's Budget Message

Most of the services provided through the General Fund are heavily dependent upon people. Expenditures on Personal Services represent the largest category of expenditures at 62.3% of the recommended 2015 budget. The next largest category of expenditures is Other Financing Uses (which includes debt, operating, and capital transfers) at 20.5%, followed by Contractual Services at 11.2%.



The largest category of programs included in the General Fund is Public Safety, which represents 44.44% of recommended General Fund expenditures. The next largest categories of expenditures include Public Works (15.38%), Debt Service (12.74%), General Government (11.47%), and Parks, Recreation & Forestry (7.26%). Public Safety represents 50.93% of proposed General Fund operating expenditures (excluding debt service).

The 2015 recommended Program of Services requires a property tax levy of \$38,107,400 for City Government (City, Library, and Health). Compared to the 2014 adopted property tax levy of \$37,073,000 this represents an increase of \$1,034,400, or 2.79%. For the owner of a home with an assessed value of \$150,000, the recommended increase in the tax levy would result in an annual increase in property taxes of \$20, or 1.6%.

- ### Program/Expenditure Changes

The 2015 recommended Program of Services includes a number of significant program and expenditure changes that are summarized below:

○ Debt Service	+\$367,200
○ Economic Adjustments	+\$266,900
○ Health Insurance Premium	+\$193,900
○ Transfer to CIP	+\$167,100
○ Additional Telecommunicator	+\$68,900
○ Radio System Maintenance	+\$50,000
○ Utilities	+\$25,700
○ Part-time Community Service Officers (2)	+\$20,300
○ Increase Health Insurance Employee Co-pay	-\$142,700

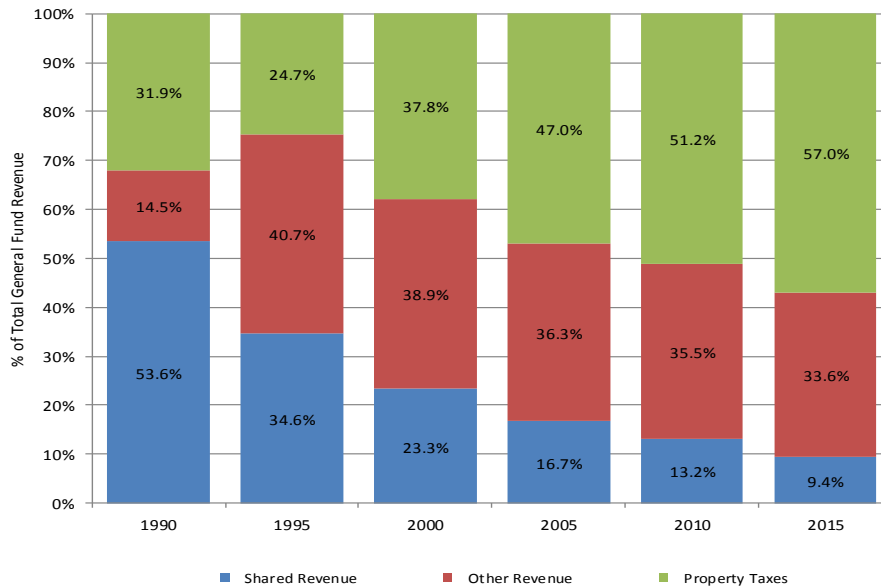
2015 Adopted Program of Services

City Manager’s Budget Message

- WRS – Reduction in Employer Rate -\$115,000

- **Revenue Changes**

The 2015 General Fund Program of Services anticipates non-property tax revenues totaling \$25,266,000, an increase of \$149,200, or .59% from the 2014 adopted Program of Services. As illustrated in the chart below, non-property tax revenues have been declining for several years. From 1990 through 2015 State Shared Revenues declined by \$5.3 million, or 49%.



The following summarizes the major non-property tax revenue changes in the 2015 Program of Services:

- State Aid (Streets) +\$151,000
- State Aid (Other) +\$97,400
- Intergovernmental Charges - Telecommunicator +\$48,200
- Intergovernmental Charges – Radio Maintenance +\$35,000
- Fines & Forfeitures +\$20,300

Fees and Charges for Services

The Schedule of Fees and Charges is reviewed annually by the departments. Increases include

Description	2014 Adopted	2015 Proposed
Additional Pets Variance	\$51.00	\$75.00
Fireworks Transfer Fee	\$22.00	\$25.00
Burning Permits	\$4.00	\$5.00
Carson Park Baseball Field – Non Admission Events	\$110.00 S / \$165.00 DH \$145.00 S / \$215.00 DH	\$125.00 S / \$190.00 DH \$165.00 S / \$250.00 DH

2015 Adopted Program of Services City Manager’s Budget Message

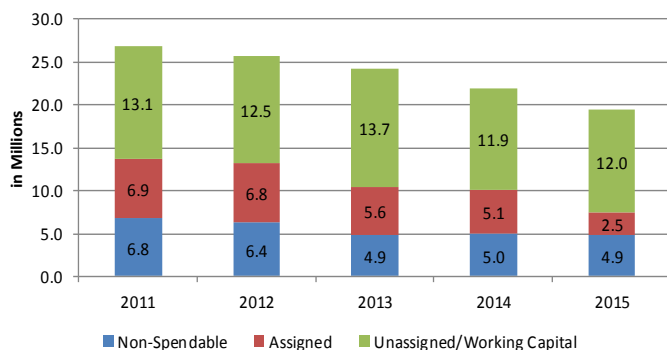
	\$360 Tournament	\$415 Tournament
Carson Park Baseball Field – Special Event	\$150.00 / Hour	\$200.00 / Hour
Ambulance Fees	Various	As recommended by LifeQuest
Level A Haz Mat Mileage – Per Mile	\$3.00	\$5.00
Precept Fee for Students Training on City Equipment	\$28.00	\$40.00

The Schedule contains a few new fees. The Cemetery has added a columbarium front engraving fee. Ambulance mileage fees were added for non-residents. Parks and Recreation proposed an athletic facility late reservation request fee of \$30.00 and Hobbs locker room cleaning fee of \$50.00.

Fund Balance

The City has very little ability to pay for capital projects on a pay-as-we-go basis. Under the levy limit statutes, the City is not able to exceed the limit to pay for ongoing capital improvements. Instead, annual expenditures for streets, parks and facilities must either be financed by drawing down limited fund balance or through the issuance of debt. In order to reduce the property tax impact of proposed capital projects, the recommended Program of Services includes the use of \$2,564,900 of Unassigned Fund Balance, an increase of \$110,300, or 4.5%, from 2014.

At the end of 2014 the General Fund is expected to have a fund balance of \$22.0 million compared to \$24.2 million at the end of 2013. The projected fund balance is approximately \$1.5 million greater than anticipated when the 2014 budget was adopted. With the anticipated use of



unassigned fund balance in 2015, the unassigned fund balance at the end of 2014 is projected to represent 19.3% of recommended 2015 expenditures. This will maintain compliance with the City Council’s policy on Fund Balance which establishes a minimum of 15% with a target of 20%.

2015 Adopted Program of Services

City Manager's Budget Message

Water Utility

The 2015 recommended budget for the Water Utility totals \$6,528,000, which is an increase of \$186,500, or 2.94%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations increases by \$186,400 (3.14%).

- **Program/Expenditure Changes**

○ Property Tax Equivalent Payment	+\$56,000
○ Utilities	+\$17,200
○ Economic Adjustments	+\$15,900
○ Chemicals	+\$15,000
○ Health Insurance Premium	+\$13,500
○ Facility Rental	+\$10,800
○ Wage Redistributions	-\$26,900
○ Increase Health Insurance Employee Co-pay	-\$9,600
○ WRS – Reduction in Employer Rate	-\$3,100

Since the Water Utility increased rates in April 2014 through a full rate case, the next rate increase is projected for 2016 through a simplified rate case in 2015.

Sewer Utility

The 2015 recommended budget for the Sewer Utility totals \$6,654,500, which is an increase of \$327,000, or 5.17%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations increases by \$284,100 (5.32%).

- **Program/Expenditure Changes**

○ Utilities	+\$44,800
○ Chemicals	+\$41,400
○ Wage Redistributions	+\$26,900
○ Economic Adjustments	+\$17,900
○ Health Insurance Premium	+\$15,000
○ Facility Rental	+\$9,900
○ Increase Health Insurance Employee Co-pay	-\$10,900

The proposed rate increase for the Sanitary Sewer is 2.6% for an average residential customer using 15 CCF of volume. The rate is based upon a study by Donohue and Associates and considers the operating expenses, debt service, and equipment replacement reserve requirements in conjunction with the Clean Water Fund Program financing for the wastewater treatment plant upgrade.

2015 Adopted Program of Services

City Manager's Budget Message

Storm Water Utility

The 2015 recommended budget for the Storm Water Utility totals \$2,525,900, which is a decrease of \$87,600, or 3.35%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations increases by \$2,400 (.12%).

- **Program/Expenditure Changes**

○ Utilities	+\$3,100
○ Debt Service	-\$90,000
○ Wage Redistributions	-\$32,400

The Storm Water Utility fee covers the cost of operations and the debt service for the capital improvements. The fee is recommended to increase from \$86 per Equivalent Runoff Unit (ERU) to \$88 per ERU, a 2.3% increase.

Public Transit

The 2015 recommended budget for Public Transit totals \$5,579,200, which is an increase of \$30,300, or .55%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations increases by \$32,600 (.59%).

- **Program/Expenditure Changes**

○ Economic Adjustments	+\$21,700
○ Health Insurance Premium	+\$17,000
○ Software Licensing/Support	+\$12,200
○ Facility Rental	+\$9,900
○ Contract with Abby Vans	-\$51,800
○ Increase Health Insurance Employee Co-pay	-\$10,400

Parking Utility

The 2015 recommended budget for the Parking Utility totals \$192,000, which is a decrease of \$14,700, or 7.11%, from the 2014 adopted budget.

No rate increases are included in the recommended budget, however, we are in the midst of a parking study which will examine and make recommendations concerning the current fee structure and budget.

Hobbs Municipal Ice Center

The 2015 recommended budget for Hobbs Municipal Ice Center totals \$749,700, which is a decrease of \$800, or .11%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations increases by \$12,000 (1.89%).

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- **Program/Expenditure Changes**

○ Utilities	+\$15,000
○ Supplies	+\$9,900
○ Temporary Staff	+\$6,000
○ Economic Adjustments	+\$1,000
○ Health Insurance	-\$19,900
○ Hourly Wages	-\$12,100

A change for the rental of the club viewing room has been proposed for \$50 per hour and \$250 per day and a locker-room cleaning fee of \$50 was added effective September 1, 2015. All other fees will remain the same for 2015.

Fairfax Municipal Pool

The 2015 recommended budget for Fairfax Municipal Pool totals \$346,100, which is an increase of \$5,100, or 1.50%, from the 2014 adopted budget.

- **Program/Expenditure Changes**

○ Utilities	+\$2,500
○ Supplies	+\$900

There is a proposed rate increase for the Picnic Pavilion Rental of \$6 for half a day and \$11 for a full day.

Economic Development/Downtown/BID's

The 2015 recommended budget for the Economic Development Fund totals \$744,400, which is a decrease of \$43,900, or 5.6%, from the 2014 adopted budget. This primarily results from a decrease in funding going to the RDA from \$400,000 in 2014 to \$350,000 in 2015.

The City's Economic Development Fund provides financial resources for several agencies to encourage and support the creation and expansion of businesses and jobs in the community. The 2015 Program of Services provides the following funding:

• Economic Development Fund	
○ Eau Claire Area Economic Development Corp.	\$ 90,000
○ Chippewa Valley Innovation Center	\$ 12,100
○ Downtown Partners Fund	\$ 80,000
○ Transfer to Redevelopment Authority CIP	\$350,000
• Downtown Fund/DECI	\$113,700

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- Business Improvement Districts
 - BID #1 – South Barstow \$ 84,000
 - BID #2 – West Grand \$ 15,000
 - BID #3 – Water Street \$ 47,000
 - BID #4 – North Barstow/Medical \$ 44,000
- Redevelopment Authority \$ 75,700

Community Enhancement Fund

The room tax revenues for 2015 are estimated to be \$1.57 million, an increase of \$45,000, or 2.95%. Visit Eau Claire will receive \$884,700 (56.35%) of the room tax proceeds in accordance with its agreement. The balance of the room tax revenue (\$685,300) will be used to support the following community groups and programs:

- Regional Arts Council \$ 95,200
- Chippewa Valley Symphony \$ 2,500
- Chippewa Valley Museum \$ 67,200
- Paul Bunyan Camp \$ 31,000
- Children's Museum \$ 4,400
- Municipal Band \$ 3,500
- Chippewa Valley Theater Guild \$ 1,500
- Community Beautification \$ 2,500
- Eau Claire Chamber Orchestra \$ 2,500
- Sculpture Tour \$ 2,400

In addition, the following City programs will receive support from room tax collections:

- Operating Support
 - General Fund \$115,000
 - Hobbs Ice Center \$ 65,000
- Capital Projects
 - Hobbs Ice Center \$ 85,000
 - Park & Recreation \$200,000
 - Fairfax Pool \$ 50,000

Approximately \$3,000 in Community Enhancement funds remain unallocated. I propose these funds be used to for the future operation of the Community Arts Facility. In future years additional funds will be allocated and set-aside.

2015 Adopted Program of Services

City Manager's Budget Message

Cemetery Maintenance

The 2015 recommended budget for Cemetery Maintenance totals \$474,400, which is a decrease of \$149,000, or 23.9%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations decreases by \$144,000 (23.29%).

- **Program/Expenditure Changes**

○ Part-time Positions (2)	+\$38,500
○ Lawn Care Supplies	+\$25,000
○ Water	+\$6,000
○ Special Assessments	-\$220,000

Risk Management

The 2015 recommended budget for Risk Management totals \$2,549,200, which is an increase of \$63,900, or 2.57%, from the 2014 adopted budget.

- **Program/Expenditure Changes**

○ Insurance	+\$30,900
○ Worker's Compensation	+\$14,100
○ Economic Adjustments	+\$1,100

Central Maintenance

The 2015 recommended budget for Central Maintenance totals \$3,284,600, which is an increase of \$121,500, or 3.84%, from the 2014 adopted budget.

- **Program/Expenditure Changes**

○ Reallocation of Stores Clerk from Parks	+\$85,200
○ Utilities	+\$25,400
○ Economic Adjustments	+\$6,400
○ Health Insurance	+\$5,800
○ Increase Health Insurance Employee Co-pay	-\$4,500
○ Hourly Wages	-\$12,100
○ WRS Change in Employer Rate	-\$1,000

Hazardous Materials

The West Central Regional Response Team is a joint venture between Eau Claire Fire and Rescue and Chippewa Falls Fire and Emergency Services. The 2015 recommended budget for Hazardous Materials totals \$112,200, which is a decrease of \$4,100, or 3.3%, from the 2014 adopted budget.

2015 Adopted Program of Services

City Manager's Budget Message

Community Development Block Grant

Community Development Block Grant (CDBG) funds are used to provide decent housing, suitable living environments, and expanded economic opportunities for low and moderate income persons. The 2015 recommended budget for CDBG totals \$633,900, which is unchanged from the 2014 adopted budget.

L.E. Phillips Memorial Public Library

The 2015 recommended budget for the Public Library totals \$4,034,300, which is an increase of \$23,600, or .59%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations increases by \$13,700 (.36%).

City-County Health Department

The 2015 recommended budget for the City-County Health Department totals \$5,036,600, which is an increase of \$255,500, or 5.34%, from the 2014 adopted budget. Compared to the 2014 adopted budget, the budget for operations increases by \$252,900 (5.32%).

- **Program/Expenditure Changes**

○ Wage/Benefit Changes	+\$255,200
○ Health Insurance	+\$46,800
○ Contractual Services	+\$15,000
○ Training	+\$13,700
○ Medical Supplies	-\$49,100
○ Contractual Employment	-\$41,500
○ Equipment Purchases	-\$15,100

- **Revenue Changes**

The following summarizes the major non-property tax revenue changes in the 2015 Program of Services:

○ Grants	+\$100,800
○ Fee Increases	+\$53,746
○ Medicaid	-\$122,600

2015-2019 Capital Improvement Plan

The proposed financing plan and project descriptions included in the recommended five-year Capital Improvement Program (CIP) are contained in a separate document. The CIP for 2015 through 2019 includes projects totaling \$161 million over the five-year period and can best be characterized as a "Maintenance Capital Plan." A significant 2015 project is the construction of a parking structure on North Barstow, which will require \$9.1 million in construction costs. In

2015 Adopted Program of Services City Manager's Budget Message

the Water Utility, the City will replace the media and underdrain system in the water plant filters at an estimated cost of \$3.8 million

Emerging and Anticipated Issues for 2015

Replacement of Fire Station #10

Station #10, built more than 60 years ago, is in need of major renovations or replacement. The cost to repair the building is estimated at \$1.9 million compared to a minimum of \$3.565 million for the construction of a new fire station at an alternate location, not including land acquisition costs. The City is also evaluating the option of reducing the number of stations. Stations 10 and 8 are located in relative close proximity to each other and respond to the fewest number of incidents. Station #8 was constructed in the 1960s and is nearing the end of its life expectancy. Any decision to combine stations will involve public discussion and input.

Transit Transfer Center

Replacement of the Transit Transfer Center has been in the CIP for many years. As part of the 2014 budget deliberations the City Council stipulated the location study stay in the 2015 budget. The 2015 CIP includes \$60,000 for a site selection study. Design is currently projected to occur in 2016, with construction in 2017. Actual construction of the Transfer Center is dependent upon funding from a Federal Transit Administration (FTA) Capital Assistance Grant or bond financing.

The Confluence Project

The Confluence Project is a major downtown redevelopment proposal, involving a public/private partnership. A privately owned mixed-use building and a Performing Arts Center are proposed for the South Barstow area. The total investment may be \$75 million, with a taxable component of at least \$20 million. Construction of the mixed-use building is expected to commence in 2015 with completion in 2016. An application has been submitted to the State of Wisconsin for a "Non-State Agency" grant to fund a portion of the construction costs. If that grant is awarded and the private commitment is raised locally, the City may be asked to provide its commitment of \$5 million.

North Barstow Redevelopment

The North Barstow area is part of Tax Incremental District #8. In 2015 it is likely that construction will commence on a parking structure to meet the parking needs of JAMF and RCU, as well as a limited amount of future development. Coincident with the construction of a parking ramp, the RDA will be seeking proposals for the development of a "Liner" building immediately adjacent to the parking structure, as well as development proposals for "Block 7". The City will

2015 Adopted Program of Services City Manager's Budget Message

continue to have to encourage further development in the area to be sure the increments are generated.

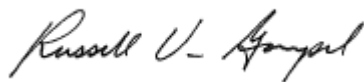
Collaboration

As I indicated in my opening remarks, the City is facing a number of fiscal pressures. We must look for innovative ways to approach municipal "business" if we hope to steer the City through the realities of levy limits and reduced state aids. I believe through collaboration we can find ways that work smarter at a lower cost, increase productivity and employee morale, and enhance citizen satisfaction.

In closing, I would like to thank Finance Director Jay Winzenz and his staff for their efforts in developing this Recommended Program of Services and Capital Improvement Plan. I would also like to thank the Department Directors and their support staff for preparing the extensive budget materials needed for preparation of the budget and the materials that will be provided to the City Council in the upcoming work sessions. I look forward to working with Council in the weeks ahead as we review the Recommended 2015 Program of Services and the 2015-2019 Capital Improvement Plan.

During the 2015 budget adoption there were two changes to the recommended budget. The City Council approved an increase in funding of \$3,000 to the Chippewa Valley Theater Guild to be funded from Community Enhancement fund balance. The City Council also approved an increase in funding to the Chippewa Valley Community Television in the amount of \$20,300 to be funded by a decrease in non-departmental special assessments of \$10,300 and a decrease in City Council contractual services of \$10,000.

Respectfully submitted,



Russell Van Gompel
City Manager

City of Eau Claire, Wisconsin

2015 Adopted Program of Services

November 11, 2014



Introduction

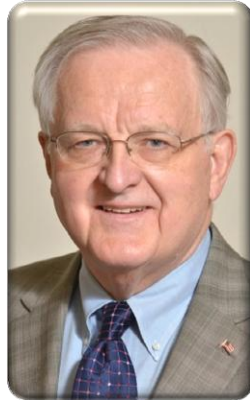
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City of Eau Claire

City Council



Kerry Kincaid



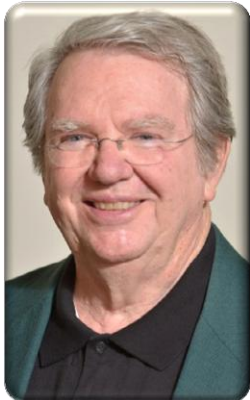
David Duax



David Klinkhammer



Kathy Mitchell



Bob Von Haden



Andrew Werthmann



Catherine Emmanuelle



Eric Larsen



Monica Lewis



David Strobel



Michael Xiong

City of Eau Claire, Wisconsin

2015 Adopted Program of Services



City of Eau Claire

Executive Management Team

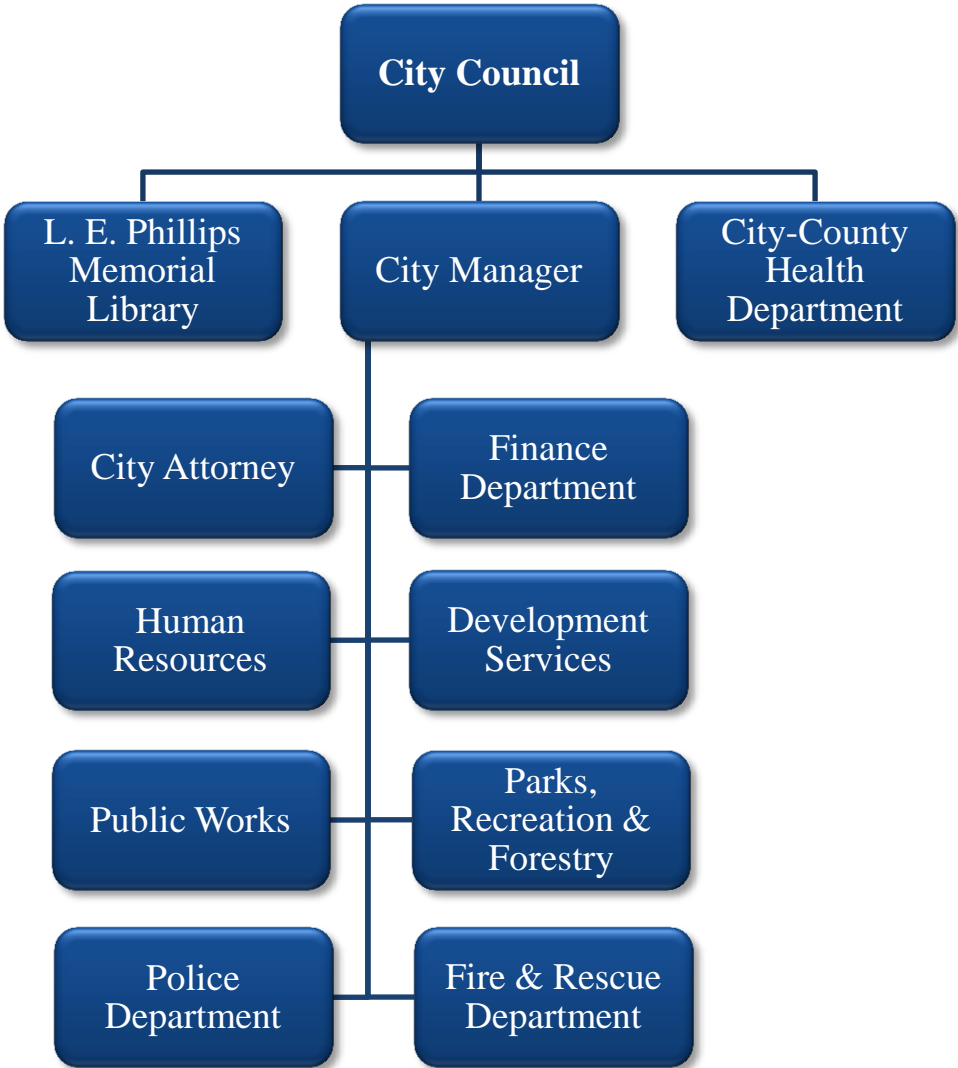
City Manager -----Russell Van Gompel

Department Heads

City Attorney ----- Stephen Nick
City/County Health Department Director ----- Elizabeth Giese
Development Services Director ----- Darryl Tufte
Finance Director ----- Jacob Winzenz
Fire Chief----- Lyle Koerner
Human Resources Director/Assist City Manager Dale Peters
Library Director ----- John Stoneberg
Police Chief----- Gerald Staniszewski
Public Works Director ----- Phillip Fieber

City of Eau Claire

City of Eau Claire Organizational Chart



City of Eau Claire, Wisconsin

2015 Adopted

Program of Services

November 11, 2014



Overviews

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Tax Overview

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Budget Overview

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City of Eau Claire



Tax Overview

EQUALIZED VALUE RATIO		
	2014	2015
Eau Claire County	101.83%	99.85%
Chippewa County	100.25%	97.61%

CHANGE IN PROPERTY VALUATIONS			
Property in City of Eau Claire (w/o TIDs)	2014	2015	% Change
Equalized Value (000's)	\$ 4,236,441	\$ 4,371,817	3.20%
Assessed Value (000's)	4,310,587	4,358,048	1.10%

TAX LEVIES AND RATES				
Eau Claire Co./Eau Claire School Rate				
	2014		2015	
	Levy	Rate	Levy	Rate
Levied by City Government:				
City of Eau Claire	\$ 31,224,990	7.532	\$ 32,166,643	7.670
Public Library	2,789,864	0.673	2,816,501	0.671
City-County Health	1,641,583	0.396	1,656,844	0.395
Total City Government	35,656,437	8.601	\$ 36,639,988	8.736
Levied by Other Taxing Entities:				
Eau Claire Area School District	38,882,086	9.410	41,297,998	9.879
CVTC	7,074,527	1.706	3,772,330	0.900
Eau Claire County	14,867,937	3.608	15,760,740	3.782
State Forestry	706,618	0.167	728,589	0.170
Total Other Entities	61,531,168	14.891	61,559,657	14.731
Gross Tax Levy/Tax Rate	97,187,605	23.492	98,199,645	23.467
Less State School Tax Credit	(6,463,311)	(1.526)	(6,405,984)	(1.495)
Net Levy/Tax Rate - All Taxing Entities	\$ 90,724,294	21.966	91,793,661	21.972

City of Eau Claire 2015 Adopted Program of Services

CITY / LIBRARY / HEALTH

	<u>% Increase</u>
Combined Levy Increase	2.8%
Combined Tax Rate Increase	1.6%



TAXES PER \$150,000 HOME

	<u>2014</u>	<u>2015</u>	<u>Inc.(Dec.)</u>	<u>% Change</u>
Collected for City Government:				
City of Eau Claire	\$ 1,130	\$ 1,150	\$ 20	1.8%
Public Library	101	101	-	0.0%
City-County Health	59	59	-	0.0%
Total City Government	\$ 1,290	\$ 1,310	\$ 20	1.6%

City of Eau Claire



Budget Overview

EXPENDITURE HIGHLIGHTS

The expenditure levels in the *2015 Program of Services* and the *2015-2019 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 department, then by division.

*General Fund
Budget Comparison*

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
<u>GENERAL GOVERNMENT</u>					
<u>City Council</u>	\$ 98,421	\$ 120,700	\$ 52,610	\$ 120,700	\$ 112,100
<u>Administrative Services</u>					
City Manager's Office	410,632	424,800	194,245	439,800	432,900
City Clerk	101,705	103,900	43,813	103,900	105,900
Elections	229,725	380,400	125,343	380,400	371,600
Information Services	830,303	909,500	395,650	909,500	948,700
Total Administrative Services	1,572,365	1,818,600	759,051	1,833,600	1,859,100
<u>City Attorney's Office</u>	448,807	486,700	223,646	486,700	487,700
<u>Finance</u>					
Administration	330,210	363,200	200,777	363,200	389,300
Accounting & Budget	580,722	685,600	274,864	685,600	682,000
Customer Services	691,633	766,900	366,891	766,900	816,400
Assessing	502,234	520,400	191,260	520,400	502,700
Total Finance	2,104,799	2,336,100	1,033,792	2,336,100	2,390,400
<u>Human Resources</u>					
Administration	588,032	697,500	312,826	697,500	696,600
Purchasing	234,283	255,900	102,668	255,900	244,400
Total Human Resources	822,315	953,400	415,494	953,400	941,000
<u>Development Services</u>					
Planning	578,526	588,500	250,449	622,900	564,700
Inspections	609,499	641,700	285,835	641,700	651,500
Landmark Commission	-	-	-	-	4,600
BPAC Commission	-	-	-	-	4,000
Green Team	-	-	-	-	4,100
Total Development Services	1,188,025	1,230,200	536,284	1,264,600	1,228,900
Total General Government	6,234,732	6,945,700	3,020,877	6,995,100	7,019,200



City of Eau Claire 2015 Adopted Program of Services

General Fund Budget Comparison

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
<u>PUBLIC WORKS</u>					
<u>Administration</u>	\$ 312,867	\$ 735,500	\$ 327,909	\$ 735,500	\$ 732,100
<u>Engineering</u>	1,318,237	1,529,400	619,215	1,529,400	1,634,500
<u>GIS</u>	113,178	129,300	46,129	129,300	132,600
<u>Building & Grounds Maintenance</u>	660,003	680,400	362,127	680,400	673,900
<u>Streets Operations</u>					
Street Maintenance	2,789,400	3,072,500	850,028	3,072,500	3,154,600
Off Street Maintenance	402,438	335,100	215,315	335,100	357,700
Snow & Ice Control	1,742,465	1,564,600	936,518	1,643,800	1,431,800
Traffic Signs & Signals	464,836	519,500	228,489	519,500	575,700
Street Lighting	811,602	713,400	441,808	713,400	732,000
Total Street Operations	6,210,741	6,205,100	2,672,158	6,284,300	6,251,800
Total Public Works	8,615,026	9,279,700	4,027,538	9,358,900	9,424,900
<u>PARKS, RECREATION & FORESTRY</u>					
<u>Administration</u>	489,627	-	-	-	-
<u>Maintenance</u>					
Parks	2,203,297	2,242,500	954,346	2,242,500	2,181,600
Stadiums & Ballfields	495,737	551,200	165,117	551,200	608,200
Neighborhood Playgrounds	177,768	153,300	98,624	153,300	130,700
Total Maintenance Operations	2,876,802	2,947,000	1,218,087	2,947,000	2,920,500
<u>Recreation</u>					
Carson Park Concessions	101,285	133,100	21,398	133,100	110,900
Recreation Instruction	357,769	385,400	149,417	385,400	407,900
Athletics	133,868	170,100	58,745	170,100	159,600
Indoor Pool Operations	99,906	138,500	24,467	138,500	132,000
Neighborhood Centers	70,673	90,300	35,302	97,300	85,600
Special Community Programs	10,380	9,700	4,267	9,700	13,200
Total Recreation Operations	773,881	927,100	293,596	934,100	909,200
Forestry	524,310	594,800	226,993	594,800	616,600
Total Parks, Recreation & Forestry	4,664,620	4,468,900	1,738,676	4,475,900	4,446,300
<u>PUBLIC SAFETY</u>					
<u>Police</u>					
Administration	1,129,730	1,191,900	599,839	1,188,700	1,267,400
Administrative Services	1,415,732	1,503,900	645,324	1,515,400	1,534,100
Patrol Services	8,423,519	8,347,300	3,597,142	8,439,900	8,469,800
Parking & Animal Control	375,039	402,000	191,231	402,000	443,200
Detective Bureau	2,521,797	2,461,100	1,166,964	2,461,100	2,630,300
Communication Center	1,813,194	1,889,500	839,224	1,904,000	2,048,400
Total Police	15,679,011	15,795,700	7,039,724	15,911,100	16,393,200



City of Eau Claire 2015 Adopted Program of Services

General Fund Budget Comparison

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
<u>PUBLIC SAFETY CONT'D</u>					
<u>Fire</u>					
Administration	\$ 695,522	\$ 751,600	\$ 358,545	\$ 751,600	\$ 877,400
Suppression & Control	7,276,152	7,246,600	3,154,917	7,246,600	7,215,900
Ambulance & Rescue	2,166,000	2,192,600	973,102	2,192,600	2,246,200
Prevention & Inspection	495,623	486,300	225,615	486,300	500,300
Total Fire	10,633,297	10,677,100	4,712,179	10,677,100	10,839,800
Total Public Safety	26,312,308	26,472,800	11,751,903	26,588,200	27,233,000
<u>NON-DEPARTMENTAL</u>					
<u>Payments to Other Organizations</u>					
Landmarks Commission	3,674	4,600	727	4,600	-
Public Access	82,700	82,700	41,350	82,700	103,000
Senior Center	40,200	40,200	20,100	40,200	40,200
Total Payments to Other Organizations	126,574	127,500	62,177	127,500	143,200
<u>Subsidies & Transfers</u>					
<u>Operating</u>					
Economic Development	100,000	100,000	-	100,000	100,000
Cemetery Maintenance	191,271	414,200	-	414,200	280,000
Parking Utility	37,177	9,900	-	9,900	-
Transit	753,555	1,096,500	-	1,096,500	1,106,000
Hobbs Ice Center	209,111	60,300	-	60,300	81,700
Fairfax Municipal Pool	42,929	91,100	-	91,100	84,700
Total Subsidies & Transfers	1,334,043	1,772,000	-	1,772,000	1,652,400
<u>Capital</u>					
Buildings & Equipment	1,503,100	1,276,500	-	1,276,500	1,450,300
Streets	873,500	1,019,400	-	1,019,400	1,178,500
Parks	159,300	150,000	-	150,000	150,000
Bridges	-	180,000	-	180,000	9,200
Parking Utility	80,000	95,000	-	95,000	100,000
Transit	127,000	-	-	-	-
Fairfax Municipal Pool	45,000	40,000	-	40,000	40,000
Total Capital	2,787,900	2,760,900	-	2,760,900	2,928,000
<u>Other</u>					
Insurance & Retirement	88,432	167,000	107,790	167,000	183,400
Contractual Services	30,145	127,900	84,001	127,900	120,300
Special Assessments	49,384	125,000	-	125,000	117,200
Refunds & Reimbursements	122,848	-	9,882	-	-
Annexation Rebates	17,271	17,800	17,712	17,800	7,600
Contingency	-	230,000	-	230,000	200,000
Total Other	308,080	667,700	219,385	667,700	628,500
Total Non-Departmental	4,556,597	5,328,100	281,562	5,328,100	5,352,100
TOTAL GENERAL FUND OPERATING	50,383,283	52,495,200	20,820,556	52,746,200	53,475,500
<u>RETIREMENT OF INDEBTEDNESS</u>					
Transfer to Debt Service Fund	6,186,500	7,441,800	-	7,441,800	7,809,000
GRAND TOTAL - GENERAL FUND	\$ 56,569,783	\$ 59,937,000	\$ 20,820,556	\$ 60,188,000	\$ 61,284,500



City of Eau Claire 2015 Adopted Program of Services

Other Funds Budget Comparison

	2013 Actual	2014 Adopted	2014 6 Months	2014 Projection	2015 Adopted
Special Revenue Funds					
<u>Economic Development</u>					
Economic Development	\$ 159,549	\$ 206,200	\$ 89,378	\$ 206,200	\$ 212,300
Payments & Transfers					
Eau Claire Area EDC	90,000	90,000	45,000	90,000	90,000
Eau Claire Innovation Center	12,100	12,100	12,100	12,100	12,100
Downtown Partners Fund	80,000	80,000	-	80,000	80,000
Redevelopment Authority	200,000	400,000	-	400,000	350,000
Total Payments and Transfers	382,100	582,100	57,100	582,100	532,100
Loans	57,488	-	352,350	352,400	-
Total Economic Development	599,137	788,300	498,828	1,140,700	744,400
<u>Community Enhancement</u>					
Administration	2,242	2,400	1,946	2,400	2,400
Outside Organizations					
Visit Eau Claire	876,403	859,300	429,650	884,700	884,700
Regional Arts Council	95,200	95,200	47,600	95,200	95,200
Chippewa Valley Symphony	2,500	2,500	2,500	2,500	2,500
Chippewa Valley Museum	64,000	69,800	40,717	69,800	67,200
Paul Bunyan Camp	31,000	31,000	15,500	31,000	31,000
Children's Museum	4,400	4,400	4,400	4,400	4,400
Municipal Band	3,500	3,500	3,500	3,500	3,500
Chippewa Valley Theater Guild	1,500	1,500	1,500	1,500	4,500
Community Beautification	2,000	2,000	2,000	2,000	2,000
Eau Claire Chamber Orchestra	2,500	2,500	2,500	2,500	2,500
Sculpture Tour	2,400	2,400	2,400	2,400	2,400
Total Outside Organizations	1,085,403	1,074,100	552,267	1,099,500	1,099,900
Subsidies & Transfers					
Capital					
Hobbs Ice Center	70,000	70,000	-	70,000	85,000
Parks & Recreation	200,000	200,000	-	200,000	200,000
Fairfax Pool	45,000	50,000	-	50,000	50,000
Total Capital	315,000	320,000	-	320,000	335,000
Operating					
General Fund	115,000	115,000	-	115,000	115,000
Hobbs Ice Center	65,000	65,000	-	65,000	65,000
Total Operating	180,000	180,000	-	180,000	180,000
Total Community Enhancement	1,582,645	1,576,500	554,213	1,601,900	1,617,300
Downtown	121,759	103,900	51,517	114,900	113,700
Cemetery Maintenance	412,176	623,400	175,628	623,400	474,400
Hazardous Materials Grants	124,019	123,300	44,457	123,300	119,200
L.E. Phillips Memorial Public Library	3,754,731	4,010,700	2,002,372	4,154,700	4,034,300
City-County Health Department	4,590,091	4,781,100	2,263,377	5,097,200	5,036,600
Community Development Block Grant	893,342	683,100	205,677	643,100	633,900
Landfill Remediation	59,868	150,000	30,441	150,000	150,000
Total Special Revenue Funds	12,137,768	12,840,300	5,826,510	13,649,200	12,923,800
<u>Debt Service Fund - Tax Levy</u>					
Auditing/Arbitrage Rebate	2,758	17,900	3,481	17,900	18,000
Special Services	32,223	25,000	-	25,000	25,000
Principal	5,866,792	4,917,900	4,975,114	4,975,200	5,338,300
Interest	2,173,630	2,568,800	1,355,813	2,568,800	2,541,200
Total Debt Service - GO bonds	8,075,403	7,529,600	6,334,408	7,586,900	7,922,500
<u>Debt Service Fund - Self Supporting</u>					
<u>Debt Service Fund - Special Assessments</u>					
Auditing/Arbitrage Rebate	833	10,800	-	10,800	10,800
Special Services	17,819	25,000	1,350	25,000	25,000
Principal	970,000	800,000	800,000	800,000	640,000
Interest	117,920	83,100	49,580	83,100	53,600
Total Debt Service Fund - Special Assessments	1,106,572	918,900	850,930	918,900	729,400



City of Eau Claire 2015 Adopted Program of Services

Other Funds Budget Comparison

	2013 Actual	2014 Adopted	2014 6 Months	2014 Projection	2015 Adopted
<u>Debt Service Fund - Self Supporting Cont'd</u>					
<u>Debt Service Fund - TID #5</u>					
Auditing/Arbitrage Rebate	-	-	-	-	2,700
Special Services	-	-	-	-	200
Principal	-	-	-	-	730,000
Interest	-	-	-	-	124,300
Total Debt Service Fund TID #5	-	-	-	-	857,200
<u>Debt Service Fund - TID #6</u>					
Principal	105,000	115,000	115,000	115,000	115,000
Interest	18,500	14,100	8,200	14,100	9,500
Total Debt Service Fund TID #6	123,500	129,100	123,200	129,100	124,500
<u>Debt Service Fund - TID #7</u>					
Auditing/Arbitrage Rebate	100	100	93	100	100
Special Services	150	200	150	200	200
Principal	180,000	205,000	205,000	270,000	135,000
Interest	32,016	24,600	14,264	24,600	14,300
Subtotal	212,266	229,900	219,507	294,900	149,600
Total Debt Service - Self Supporting	1,442,338	1,277,900	1,193,637	1,342,900	1,860,700
Total Debt Service Funds	9,517,741	8,807,500	7,528,045	8,929,800	9,783,200
<u>Enterprise Funds</u>					
Water Utility	6,004,117	6,341,500	3,018,377	6,499,500	6,528,000
Sewer Utility	5,427,112	6,327,500	2,655,476	6,327,500	6,654,500
Storm Water Utility	2,981,222	2,613,500	1,049,405	2,613,500	2,525,900
Parking Utility	250,586	206,700	121,757	206,700	192,000
Public Transit	5,163,679	5,548,900	2,522,918	5,548,900	5,579,200
Hobbs Municipal Ice Center	812,293	750,500	405,126	750,500	749,700
Fairfax Municipal Pool	325,162	341,000	98,455	341,000	346,100
Total Enterprise Funds	20,964,171	22,129,600	9,871,514	22,287,600	22,575,400
<u>Internal Service Funds</u>					
Risk Management	2,555,938	2,485,300	1,084,632	2,485,300	2,549,200
Central Equipment	3,195,096	3,163,100	1,644,106	3,163,000	3,284,600
Total Internal Service Funds	5,751,034	5,648,400	2,728,738	5,648,300	5,833,800
<u>Component Units</u>					
Redevelopment Authority	127,788	75,700	2,824	75,700	75,700
BID #1 - South Barstow	136,903	84,000	51,348	94,000	84,000
BID #2 - West Grand	15,561	15,000	1,563	15,000	15,000
BID #3 - Water Street	14,251	47,000	5,961	17,200	47,000
BID #4 - North Barstow/Medical	34,159	44,000	20,956	44,000	44,000
Total Component Units	328,662	265,700	82,652	245,900	265,700
TOTAL OTHER FUNDS	\$ 48,699,376	\$ 49,691,500	\$ 26,037,459	\$ 50,760,800	\$ 51,381,900

City of Eau Claire, Wisconsin

2015 Adopted Program of Services

November 11, 2014



General Fund

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City of Eau Claire 2015 Adopted Program of Services

GENERAL FUND
Budget Summary
Revenues & Expenditures

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Operating Budget					
Revenues & Other Financing Sources:					
Taxes	\$ 34,214,965	\$ 35,716,000	\$ 21,570,276	\$ 35,906,200	\$ 36,701,300
Intergovernmental	11,408,474	11,392,200	2,050,253	11,716,400	11,591,500
Licenses & Permits	1,555,912	1,621,500	668,413	1,540,900	1,583,900
Fines & Forfeits	642,686	704,000	395,191	672,000	692,300
Charges For Services	3,649,739	3,604,400	1,804,444	3,541,500	3,567,800
Charges For Services - Intergovernmental	2,802,111	3,203,600	848,238	3,209,900	3,435,200
Miscellaneous	678,469	1,115,700	929,231	1,171,100	1,022,600
Other Financing Sources	140,855	125,000	51,047	168,100	125,000
Total Revenues & Other Financing Sources:	55,093,211	57,482,400	28,317,093	57,926,100	58,719,600
Expenditures & Other Financing Uses:					
Personal Services	36,638,156	37,529,700	15,961,163	37,612,600	38,160,500
Contractual Services	6,026,568	6,703,400	3,191,910	6,753,400	6,874,400
Utilities	1,264,661	1,178,700	659,566	1,179,500	1,232,300
Fixed Charges	472,968	627,800	203,316	627,800	648,900
Materials & Supplies	1,554,288	1,542,400	709,698	1,625,300	1,592,200
Contributions & Other Payments	301,499	180,300	94,903	214,700	186,800
Capital Purchases	3,200	-	-	-	-
Other Financing Uses	10,308,443	12,174,700	-	12,174,700	12,589,400
Total Expenditures & Other Financing Uses:	56,569,783	59,937,000	20,820,556	60,188,000	61,284,500
Excess (Deficiency) of Funding Sources over Uses	\$ (1,476,572)	\$ (2,454,600)	\$ 7,496,537	\$ (2,261,900)	\$ (2,564,900)
Available Fund Balance:					
Nonspendable:					
Long-term Notes Receivable	\$ 25,000			\$ 25,000	\$ 25,000
Prepaid Items & Inventories	20,583			700,000	740,000
Noncurrent Portion of Advances	4,813,466			4,259,658	4,111,661
Total Nonspendable	4,859,049			4,984,658	4,876,661
Assigned:					
Hwy 53 Maintenance	2,343,312			2,218,312	2,093,312
YMCA Land Sale	429,341			429,341	429,341
Subsequent Year Expense-Hwy 53	125,000			125,000	-
Subsequent Year Expense-CIP	2,329,600			2,439,900	-
Carryover Next Year	169,100			-	-
ERRP Funds	200,000			-	-
Total Assigned	5,596,353			5,212,553	2,522,653
Unassigned:					
Working Capital (10% expenditures)	6,000,000			6,000,000	6,100,000
Unassigned	7,735,102			5,731,393	5,864,390
Total Unassigned	13,735,102			11,731,393	11,964,390
Ending Balance	\$ 24,190,504			\$ 21,928,604	\$ 19,363,704
15% of Next Years Expenditures	\$ 9,028,000			\$ 9,193,000	
20% of Next Years Expenditures	12,038,000			12,257,000	
Available for Capital (above 15% limit)	4,707,000			2,538,000	
Unassigned as % of Next Years Exp.	22.8%			19.1%	



City of Eau Claire 2015 Adopted Program of Services

General Fund Revenue Detail

Revenue Classification	2013	2014	2014	2014	2015
	Actual	Adopted	6 Month Actual	Projection	Adopted
Taxes and Special Assessments					
Real & Personal Property Taxes	\$ 30,604,680	\$32,465,500	\$19,970,491	\$32,465,500	\$ 33,454,900
Allowance for Delinquent Taxes	-	(200,000)	-	(200,000)	(200,000)
Delinquent Personal Property Taxes	113,773	228,000	107,395	175,500	228,000
Mobile Home Fees	79,117	80,100	45,151	80,100	80,100
Payment in Lieu of Taxes	1,923,530	1,903,000	346,359	1,907,400	1,959,800
Special Assessments	1,493,865	1,239,400	1,100,880	1,477,700	1,178,500
Total Taxes and Special Assessments	34,214,965	35,716,000	21,570,276	35,906,200	36,701,300
Intergovernmental Revenues					
Federal Aid	93,880	162,900	217,095	349,200	104,000
State Shared Tax	5,989,136	6,081,100	-	6,081,100	6,081,100
State Expenditure Restraint Program	1,140,605	1,140,600	-	1,086,700	1,146,900
State Aid-Streets	2,651,249	2,590,000	1,326,312	2,652,600	2,741,000
State Aid-Police & Fire	661,479	650,000	479,572	653,500	653,500
Other	872,125	767,600	27,274	893,300	865,000
Total Intergovernmental Revenues	11,408,474	11,392,200	2,050,253	11,716,400	11,591,500
Licenses & Permits					
Television Franchise	678,940	660,000	173,895	660,000	670,000
Liquor Licenses	83,500	90,000	85,461	95,000	90,000
Building Permits	288,340	325,000	108,720	300,000	300,000
Construction Permits	204,944	250,000	103,851	210,000	240,000
Occupational Licenses	128,219	128,500	93,937	117,100	118,700
Other	171,969	168,000	102,549	158,800	165,200
Total Licenses & Permits	1,555,912	1,621,500	668,413	1,540,900	1,583,900
Fines & Forfeits					
Court Penalties & Costs	270,881	300,000	147,499	270,000	270,000
Parking Violations	370,907	400,000	247,485	400,000	420,300
Other	898	4,000	207	2,000	2,000
Total Fines & Forfeits	642,686	704,000	395,191	672,000	692,300
Charges For Services					
Planning & Development Fees	41,979	36,000	22,562	37,000	36,000
Weights & Measures Fees	17,260	19,700	2,129	19,700	19,700
Development Review Fee	1,808	2,000	1,750	2,000	2,000
Public Works Revenue	46,820	48,000	24,479	41,000	43,000
Landfill Fees	102,515	115,000	52,167	100,000	115,000
Recreational Charges	618,240	685,100	218,108	646,800	627,200
Police Department Fees	136,630	120,000	70,798	120,000	120,000
Ambulance-Hospitals	164,182	167,100	167,043	167,100	170,600
Fire Dept Fees - Taxable	3,118	2,000	2,081	2,600	2,600
Fire Dept Fees - Non-Tax	19,208	16,000	8,337	16,000	16,000
Ambulance - City	1,908,243	1,750,000	848,731	1,750,000	1,777,000
Ambulance - Regional	442,903	500,000	246,147	500,000	500,000
Other	146,833	143,500	140,112	139,300	138,700
Total Charges For Services	3,649,739	3,604,400	1,804,444	3,541,500	3,567,800



City of Eau Claire 2015 Adopted Program of Services

General Fund Revenue Detail

Revenue Classification	2013	2014	2014	2014	2015
	Actual	Adopted	6 Month Actual	Projection	Adopted
Charges For Services - Intergovernmental					
Communication Center	\$ 922,286	\$ 1,328,200	\$ -	\$ 1,328,200	\$ 1,453,200
HazMat "B" Contract	29,005	20,400	-	20,400	20,400
Ambulance-Towns	35,572	36,200	36,192	36,200	37,000
Police Liason	198,004	197,100	-	197,100	198,400
Total Charges For Services - Intergovernmental	1,184,867	1,581,900	36,192	1,581,900	1,709,000
Service Charges - Intragovernmental					
HazMat Service Charge	4,000	3,000	1,500	3,000	3,000
Water Utility Service Charge	575,268	584,600	292,248	584,600	631,600
Sewer Utility Service Charge	437,520	445,600	222,810	445,600	477,700
Storm Water Utility Service Charge	368,892	377,000	188,520	377,000	401,300
Public Transit Utility Service Charge	51,396	55,800	27,900	55,800	56,800
Service Charge - Unfunded Pension	145,000	145,200	72,600	145,200	145,300
Service Charge - Other	35,168	10,500	6,468	16,800	10,500
Total Service Charges - Intragovernmental	1,617,244	1,621,700	812,046	1,628,000	1,726,200
Miscellaneous					
Investment Income	(251,685)	300,000	444,080	300,000	250,000
Interest on Advances	287,962	250,500	-	250,500	210,100
Interest on Special Assessments	305,035	289,800	287,577	289,800	276,400
Build America Bond Rebate	208,540	193,800	99,986	193,800	190,800
Rental Income	59,007	55,600	55,729	56,000	58,300
Other	69,610	26,000	41,859	81,000	37,000
Total Miscellaneous	678,469	1,115,700	929,231	1,171,100	1,022,600
Revenues	54,952,356	57,357,400	28,266,046	57,758,000	58,594,600
Other Financing Sources					
Transfer from Community Enhancement	115,000	115,000	-	115,000	115,000
Transfer from CDBG	7,613	-	-	-	-
Sale of Capital Assets	18,242	10,000	51,047	53,100	10,000
Total Other Financing Sources	140,855	125,000	51,047	168,100	125,000
Total Revenues & Other Financing Sources	\$55,093,211	\$57,482,400	\$28,317,093	\$57,926,100	\$ 58,719,600



City of Eau Claire 2015 Adopted Program of Services

City Council

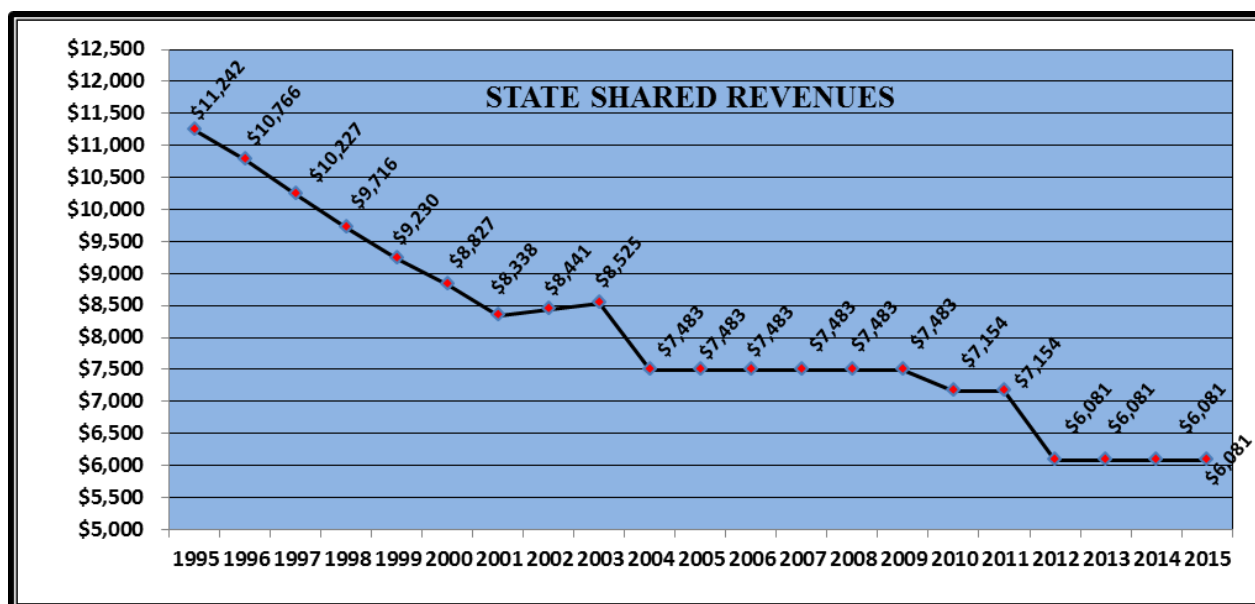
The City is governed by an elected part-time City Council consisting of a Council President elected at large, five Council Members elected at large and five Council Members elected from separate districts. All legislative power is vested in the City Council which has the responsibility to determine community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

Objectives

- Provide community leadership in strengthening and renewing Eau Claire.
- Provide strategic direction for the city organization.
- Provide policy direction through adoption of budget, ordinances and council resolutions.
- Provide a safe, secure and healthy community environment.
- Provide opportunity for effective civic engagement and citizen participation.

City Council 2012-2014 Strategic Priorities:

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





City of Eau Claire 2015 Adopted Program of Services

City Council Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 42,629	\$ 43,100	\$ 17,762	\$ 43,100	\$ 43,100
Contractual Services	54,511	75,900	34,648	75,900	67,300
Utilities	-	100	-	100	-
Fixed Charges	400	400	200	400	400
Materials & Supplies	881	1,200	-	1,200	1,300
Total Expenditures & Other Financing Uses:	<u>\$ 98,421</u>	<u>\$ 120,700</u>	<u>\$ 52,610</u>	<u>\$ 120,700</u>	<u>\$ 112,100</u>



City of Eau Claire 2015 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/Elections and Information Services.



*Administrative Services
Expenditure Summary*

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,376,291	\$ 1,531,800	\$ 626,204	\$ 1,531,800	\$ 1,590,000
Contractual Services	161,094	245,200	119,375	262,400	227,000
Utilities	7,436	4,300	1,842	4,300	4,300
Fixed Charges	3,300	3,300	1,650	3,300	3,300
Materials & Supplies	24,244	34,000	9,980	31,800	34,500
Total Expenditures & Other Financing Uses:	\$ 1,572,365	\$ 1,818,600	\$ 759,051	\$ 1,833,600	\$ 1,859,100



City of Eau Claire 2015 Adopted Program of Services

Administrative Services - City Manager Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 383,543	\$ 374,800	\$ 163,565	\$ 374,800	\$ 382,000
Contractual Services	19,612	37,100	28,090	54,300	37,800
Utilities	1,168	700	189	700	700
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	4,909	10,800	1,701	8,600	11,000
Total Expenditures & Other Financing Uses:	\$ 410,632	\$ 424,800	\$ 194,245	\$ 439,800	\$ 432,900

Administrative Services - City Clerk / Elections Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 289,415	\$ 414,800	\$ 140,259	\$ 414,800	\$ 419,400
Contractual Services	31,173	58,000	25,407	58,000	46,500
Utilities	1,932	1,100	341	1,100	1,100
Materials & Supplies	8,910	10,400	3,149	10,400	10,500
Total Expenditures & Other Financing Uses:	\$ 331,430	\$ 484,300	\$ 169,156	\$ 484,300	\$ 477,500

Administrative Services - Information Services Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 703,333	\$ 742,200	\$ 322,380	\$ 742,200	\$ 788,600
Contractual Services	110,309	150,100	65,878	150,100	142,700
Utilities	4,336	2,500	1,312	2,500	2,500
Fixed Charges	1,900	1,900	950	1,900	1,900
Materials & Supplies	10,425	12,800	5,130	12,800	13,000
Total Expenditures & Other Financing Uses:	\$ 830,303	\$ 909,500	\$ 395,650	\$ 909,500	\$ 948,700



City of Eau Claire 2015 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, staff and public on issues of city importance.
- Provide executive leadership and management for city operations to ensure the provision of quality public services in a timely, equitable and fiscally responsive manner.
- Encourage informed and responsible citizen engagement in local governance and community decision-making.
- Strengthen community and intergovernmental partnerships essential for maintaining a high quality of life for all residents.
- Provide support staff for the Joint Commission on Shared Services, the Fiscal Policy Advisory Committee and Advisory Committee on appointments.

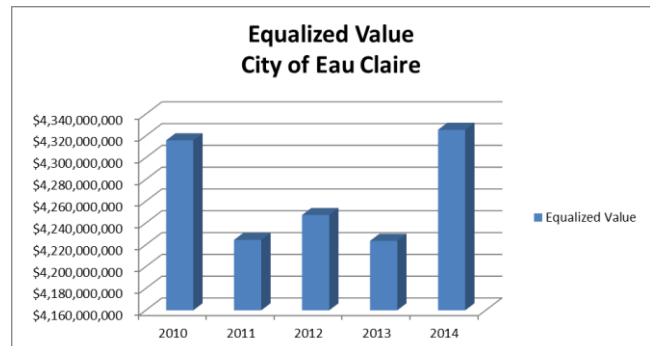
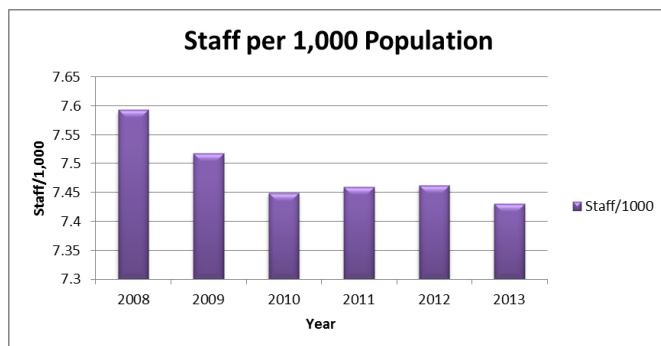
Outputs

- Provide positive operational financial results on a long-term basis.
- Continued growth in the overall market value of the community.
- Maintain future staff per 1,000 population ratios equal or less than the 2008 ratio of 7.6 staff per 1,000 population.

City Manager Authorized Full-Time

City Manager
Executive Assistant
Media & Communications Specialist
Total FTE Positions

	FY 2013	FY 2014	FY 2015
City Manager	1	1	1
Executive Assistant	1	1	1
Media & Communications Specialist	1	1	1
Total FTE Positions	3	3	3





City of Eau Claire 2015 Adopted Program of Services

City Clerk/Elections

The City Clerk's office is responsible for the production of the bi-monthly City Council agenda packets and the writing of the minutes for all City Council legislative meetings. The Clerk provides records management services for the city's permanent records. The Elections division is responsible for conducting all federal, state, city and school district elections held within the City.

Objectives

- Ensure that eligible voters are able to exercise their right to vote in an environment where elections are efficiently administered according to state and federal law.
- Ensure that the Council Members receive the information necessary to make informed decisions regarding issues that come before them on the Council floor.
- Allow citizens access to public records in a timely manner.

Outputs

- Conduct three elections in 2014
 - April / Spring Local Elections
 - August Partisan Primary
 - November Gubernatorial Election
- Compiled City Council Agenda packets prior to each of the regular and special City Council meeting and compiled meeting minutes after each Council Legislature session.
- Coordinated responses to Open Records Requests from citizens.

City Clerk/Elections Authorized Full-Time

	FY 2013	FY 2014	FY 2015
City Clerk	1	1	1
Elections Specialist/Deputy City Clerk	1	1	1
Total FTE Positions	2	2	2



City of Eau Claire 2015 Adopted Program of Services

Information Services

Equipment

- ☞ 7 Virtual Hosts (used to host virtual servers)
- ☞ 68 Virtual Servers
- ☞ 2 Physical Servers
- ☞ 2 Appliance systems
- ☞ 7 Storage Area Network Devices
- ☞ 2 IBM iSeries
- ☞ 65 Routers
- ☞ 50 Wiring closets
- ☞ 151 Switches
- ☞ 60 UPS devices
- ☞ 121 Mobile wireless devices
- ☞ 263 Wireless access points
- ☞ 35 Traffic cabinets
- ☞ 136 WiMAX connections
- ☞ 82 Security Devices
- ☞ 197 Personal Computers
- ☞ 175 Laptops
- ☞ 7 Point of Sale devices
- ☞ 80 Tablet Devices
- ☞ 116 Digital cameras
- ☞ 140 Printers
- ☞ 250+ Software Packages
- ☞ 292 VOIP Phones
- ☞ 202 Voice Mail Boxes
- ☞ 94 Centrex Lines
- ☞ 55 Call Handlers

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

Objectives

- Provide usable Web Site administration, training and support for city users to maintain and update specific departmental content on the City of Eau Claire Internet and Intranet websites.
- Provide computer, network support and direction to all city employees.
- Provide personal device support, training and direction to city employees and City Council.
- Provide assistance to departments in areas of security and surveillance.
- Provide wireless access for city staff and citizens.
- Provide system administration support for GIS (Geographical Information Systems).
- Provide systems and support for city users on implementation and continued use of vendor supported software and hardware.

Outputs

- Web page design and updates, including 861 pages, 1985 images and 3435 documents. Average daily visitor count is 1105. 47 city staff users are trained and supported for making changes to areas of the web site.
- Systems administration consisting of installing, upgrading and maintaining the network operating systems and applications, backup systems, users maintenance, systems and users security, etc.
- Network administration consisting of hardware installation, maintenance, protocols, cabling installation and maintenance and connectivity internal and external to the City.
- Desktop application administration consisting of upgrading and maintaining applications such as email, word processing, spreadsheets, databases and specialized software.
- Computer hardware installation and configuration.
- Technology project improvement management, systems research for Requests for Proposals and grant application and management.
- Support over 650 network, 625 email users and 650 city employee users.
- Maintain 7 miles of network cable to connect PCs to the network inside city buildings, including 50 wiring closets for network device connection.
- Support over 40 miles of fiber network infrastructure, including 190 private City fiber connections.
- Mobile and audio visual checkout equipment resource management and support.

Information Services Authorized Full-Time

Information Services Manager
 Information Services Technician III
 Computer Support Supervisor
 Total FTE Positions

	FY 2013	FY 2014	FY 2015
Information Services Manager	1	1	1
Information Services Technician III	5	5	6
Computer Support Supervisor	1	1	1
Total FTE Positions	7	7	8



City of Eau Claire 2015 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

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

	FY 2013	FY 2014	FY 2015
City Attorney	1.00	1.00	1.00
Assistant City Attorney	2.00	2.00	2.00
Legal Assistant/Paralegal	0.75	0.75	0.75
Total FTE Positions	3.75	3.75	3.75

Prosecuted city ordinance and traffic citations and provided legal advice on their proper issuance to provide a safe, healthy and livable neighborhood within the City.



City of Eau Claire 2015 Adopted Program of Services

City Attorney Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 417,572	\$ 440,800	\$ 199,804	\$ 440,800	\$ 442,500
Contractual Services	8,967	27,800	15,450	27,800	28,400
Utilities	1,060	600	272	600	600
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	19,808	16,100	7,420	16,100	14,800
Total Expenditures & Other Financing Uses:	\$ 448,807	\$ 486,700	\$ 223,646	\$ 486,700	\$ 487,700



City of Eau Claire 2015 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 Department Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,805,975	\$ 2,005,100	\$ 844,887	\$ 2,005,100	\$ 2,012,500
Contractual Services	249,271	282,200	172,419	282,200	320,300
Utilities	8,233	5,500	1,961	5,500	5,600
Fixed Charges	13,400	13,400	6,700	13,400	21,600
Materials & Supplies	27,920	29,900	7,825	29,900	30,400
Total Expenditures & Other Financing Uses:	\$ 2,104,799	\$ 2,336,100	\$ 1,033,792	\$ 2,336,100	\$ 2,390,400



City of Eau Claire 2015 Adopted Program of Services

Finance Department - Finance Administration Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 310,925	\$ 341,400	\$ 192,683	\$ 341,400	\$ 367,300
Contractual Services	10,442	13,600	6,118	13,600	13,700
Utilities	999	600	225	600	600
Fixed Charges	1,000	1,000	500	1,000	1,000
Materials & Supplies	6,844	6,600	1,251	6,600	6,700
Total Expenditures & Other Financing Uses:	\$ 330,210	\$ 363,200	\$ 200,777	\$ 363,200	\$ 389,300

Finance Department - Financial Services Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,056,202	\$ 1,205,600	\$ 472,365	\$ 1,205,600	\$ 1,206,000
Contractual Services	196,217	223,400	162,112	223,400	260,400
Utilities	5,706	3,900	1,378	3,900	4,000
Fixed Charges	4,600	4,600	2,300	4,600	12,800
Materials & Supplies	9,630	15,000	3,600	15,000	15,200
Total Expenditures & Other Financing Uses:	\$ 1,272,355	\$ 1,452,500	\$ 641,755	\$ 1,452,500	\$ 1,498,400

Finance Department - Assessing Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 438,848	\$ 458,100	\$ 179,839	\$ 458,100	\$ 439,200
Contractual Services	42,612	45,200	4,189	45,200	46,200
Utilities	1,528	1,000	358	1,000	1,000
Fixed Charges	7,800	7,800	3,900	7,800	7,800
Materials & Supplies	11,446	8,300	2,974	8,300	8,500
Total Expenditures & Other Financing Uses:	\$ 502,234	\$ 520,400	\$ 191,260	\$ 520,400	\$ 502,700



City of Eau Claire 2015 Adopted Program of Services

Finance: Administration

Activities

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

Finance Administration provides financial advisory services to the City Manager and City Council. The administrative component is responsible for identifying financing options for the city's operating and capital improvement budgets through taxes, special assessments, user fees, bond issues and public/private partnerships. Finance Administration coordinates the activities of the Assessing and Financial Services divisions, coordinates property acquisitions, develops the city's budgetary and financial reporting framework and offers fiscal support to the other city departments.

Objectives

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



Outputs

- Prepared balanced operations and capital budgets under 9 years of levy limits.
- Achieved the Government Finance Officers' Association's annual award for Excellence in Financial Reporting for 29 years.
- Mitigated the city's general obligation debt burden with auxiliary payment sources including special assessments, storm water fees and TIF increments.
- Received a bond rating of "AA" from Standard and Poor's and "Aa1" from Moody's Investors Service on the 2014 bond issue..
- Reviewed the terms and conditions of dozens of grants and contract agreements.

Finance Administration Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Director of Finance	1	1	1
Accountant Analyst	1	1	1
Account Clerk II/Finance Secretary	1	1	1
Total FTE Positions	3	3	3



City of Eau Claire 2015 Adopted Program of Services

Finance: Financial Services

Activities

- ☞ Payroll
 - ☞ Accounts Payable
- Financial Services provides a variety of accounting and other financial services for public use and for other city departments including preparation and distribution of the annual financial audit, operating budgets and other financial reports.

Objectives

- ☞ Accounts Receivable
 - ☞ Debt Management
 - ☞ Monitor Loan Programs
 - ☞ Process Loans
- 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

- ☞ Cash & Investment Management
 - ☞ Utility Billing
 - ☞ Financial Reporting
 - ☞ Treasury Services
 - ☞ Budget Management
 - ☞ Fixed Assets
 - ☞ Grant Reporting
- Managed investments in accordance with the City's Investment Policy.
 - Published the Comprehensive Annual Financial Report after review by an independent CPA firm.
 - Administered long-term debt obligations of the City.
 - Calculated and prepared data to process 25,000 tax bills.
 - Processed payroll payments for over 1,400 employees.
 - Processed approximately 110,000 utility bills.
 - Issued over 7,800 accounts payable checks.
 - Receipted over 140,000 payments for utility bills, licenses, permits and other city revenue sources.
 - Managed the City's financial system utilizing over 8,000 accounts to track and record all financial transactions.

		FY 2013	FY 2014	FY 2015
☞ Special Assessment Administration	Accounting Services Authorized Full-Time			
☞ Property Tax Preparation, Settlement & Reporting	Accounting Supervisor	1	1	1
	Senior Accountant	1	1	1
	Accountant I	3	3	3
☞ Business Licensing	Account Clerk II/Payroll Specialist	1	1	1
☞ Pet Licensing	Accounting Technician	2	2	2
☞ Travel Policy Administration	Total FTE Positions	8	8	8

		FY 2013	FY 2014	FY 2015
	Customer Services Authorized Full-Time			
	Financial Services Manager	1	1	1
	Financial Services Supervisor	1	1	1
	Account Clerk II	2	2	2
	Accounting Technician	2	2	2
	Account Clerk I	3	3	3
	Total FTE Positions	9	9	9



City of Eau Claire 2015 Adopted Program of Services

Finance: Assessing

The primary responsibility of the Assessing division is the uniform valuation of property to provide a basis for the fair distribution of property taxes. To comply with state statutes and increase equity in the assessment process, all real property is revalued every three years. Residential and commercial properties are viewed periodically to maintain reliable records systems. Business personal property is valued and assessed annually. A large number of parcels within the City are exempt from assessment and taxation. The Assessing division reviews all existing exemptions biannually and reviews all new exemption requests. Assessing serves as a resource for property owners, appraisers, realtors, title companies, attorneys and various city departments.

Objectives

- Adhere to statutory guidelines and generally accepted assessment practices, principles and procedures.
- Maintain complete and accurate records.
- Maintain an effective public relations program with property owners and their agents to provide an increased understanding of the property tax system and the assessment process.

Outputs

- Completed the annual review and assessment of 23,000 real property parcels, 2,200 personal property accounts and 600 mobile homes.
- Reviewed numerous requests for new property tax exemptions.

Assessing Authorized Full-Time

	FY 2013	FY 2014	FY 2015
City Assessor	1	1	1
Property Assessor II	3	3	3
Property Assessment Aide	1	1	1
Total FTE Positions	5	5	5



City of Eau Claire 2015 Adopted Program of Services

Human Resources: Overview

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



Human Resources Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 633,049	\$ 674,300	\$ 271,998	\$ 674,300	\$ 673,300
Contractual Services	170,879	256,100	132,190	256,100	244,500
Utilities	2,515	2,800	563	2,800	2,800
Fixed Charges	2,200	2,200	1,100	2,200	2,200
Materials & Supplies	13,672	18,000	9,643	18,000	18,200
Total Expenditures & Other Financing Uses:	\$ 822,315	\$ 953,400	\$ 415,494	\$ 953,400	\$ 941,000



City of Eau Claire 2015 Adopted Program of Services

Human Resources - Administration Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 463,316	\$ 494,100	\$ 214,508	\$ 494,100	\$ 506,000
Contractual Services	113,704	190,900	94,705	190,900	178,000
Utilities	1,559	1,600	379	1,600	1,600
Fixed Charges	1,400	1,400	700	1,400	1,400
Materials & Supplies	8,053	9,500	2,534	9,500	9,600
Total Expenditures & Other Financing Uses:	\$ 588,032	\$ 697,500	\$ 312,826	\$ 697,500	\$ 696,600

Purchasing Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 169,733	\$ 180,200	\$ 57,490	\$ 180,200	\$ 167,300
Contractual Services	57,175	65,200	37,485	65,200	66,500
Utilities	956	1,200	184	1,200	1,200
Fixed Charges	800	800	400	800	800
Materials & Supplies	5,619	8,500	7,109	8,500	8,600
Total Expenditures & Other Financing Uses:	\$ 234,283	\$ 255,900	\$ 102,668	\$ 255,900	\$ 244,400



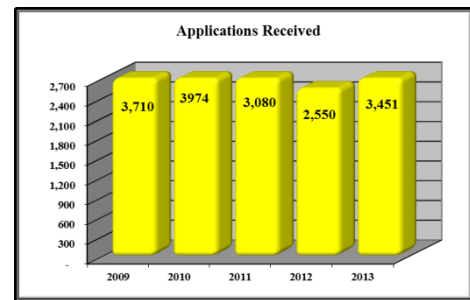
City of Eau Claire 2015 Adopted Program of Services

Human Resources: Administration

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

Objectives:

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



Output:

- Received and processed 3,451 employment applications.
- Filled 52 permanent full-time positions, with 29 outside recruitments and 9 inside recruitments, and several hundred part-time positions.
- Administered numerous training programs to improve employee knowledge and skills.
- Managed a wellness program to improve the health and well-being of employees and retirees.
- Created cost-saving incentives to reduce the cost of health insurance to both the City and employees.

Human Resources

Authorized Full-Time

	FY 2013	FY 2014	FY 2015
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
Total FTE Positions	5	5	5



City of Eau Claire 2015 Adopted Program of Services

Human Resources: Purchasing

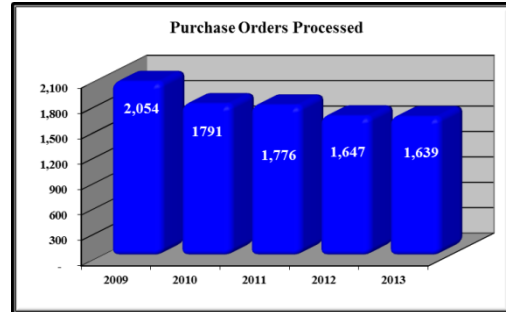
The Purchasing division of Human Resources oversees the procurement process for all departments within the City of Eau Claire.

Objectives

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

Output

- Advised departments on correct purchasing method to use when making a purchase.
- Assisted departments with writing and reviewing specifications for formal bids/requests for proposals.
- Prepared recommendations/resolutions for Council approval of major projects.
- Issued purchase orders for supplies, services and construction.
- Enforced policies, procedures, statutes and ordinances.
- Disposed of obsolete property.



Purchasing

Authorized Full-Time

Buyer
Purchasing Technician

Total FTE Positions

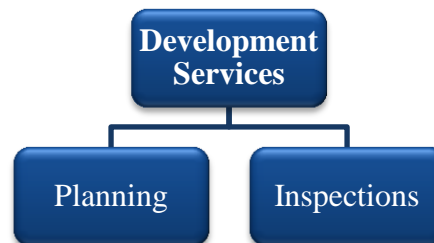
	FY 2013	FY 2014	FY 2015
Buyer	1	1	1
Purchasing Technician	1	1	1
Total FTE Positions	2	2	2



City of Eau Claire 2015 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 Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,119,208	\$ 1,132,000	\$ 493,482	\$ 1,132,000	\$ 1,120,500
Contractual Services	40,374	59,300	29,935	59,300	64,500
Utilities	4,045	4,200	786	4,200	4,200
Fixed Charges	13,018	12,900	6,451	12,900	12,900
Materials & Supplies	11,380	21,800	4,630	21,800	26,800
Contributions & Other Payments	-	-	1,000	34,400	-
Total Expenditures & Other Financing Uses:	\$ 1,188,025	\$ 1,230,200	\$ 536,284	\$ 1,264,600	\$ 1,228,900



City of Eau Claire 2015 Adopted Program of Services

Planning Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 555,130	\$ 549,400	\$ 238,292	\$ 549,400	\$ 528,900
Contractual Services	12,703	21,700	7,437	21,700	26,200
Utilities	1,929	1,400	372	1,400	1,400
Fixed Charges	1,600	1,600	800	1,600	1,600
Materials & Supplies	7,164	14,400	2,548	14,400	19,300
Contributions & Other Payments	-	-	1,000	34,400	-
Total Expenditures & Other Financing Uses:	\$ 578,526	\$ 588,500	\$ 250,449	\$ 622,900	\$ 577,400

Inspections Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 564,078	\$ 582,600	\$ 255,190	\$ 582,600	\$ 591,600
Contractual Services	27,671	37,600	22,498	37,600	38,300
Utilities	2,116	2,800	414	2,800	2,800
Fixed Charges	11,418	11,300	5,651	11,300	11,300
Materials & Supplies	4,216	7,400	2,082	7,400	7,500
Total Expenditures & Other Financing Uses:	\$ 609,499	\$ 641,700	\$ 285,835	\$ 641,700	\$ 651,500



City of Eau Claire 2015 Adopted Program of Services

Development Services: Planning

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

Objectives

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

Outputs

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

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

Boards & Associations

Planning provides direct support, including hearing and property notices, meeting presentations, agendas, minutes and application reviews and reports to boards and community organizations.

Boards & Commissions

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

Business Associations

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

Development Services - Planning Authorized Full-Time

	FY 2013	FY 2014	FY 2015
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
Total FTE Positions	5	5	5



City of Eau Claire 2015 Adopted Program of Services

Development Services: Inspections

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

Objectives

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

Outputs

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

Development Services- Inspections

Authorized Full-Time

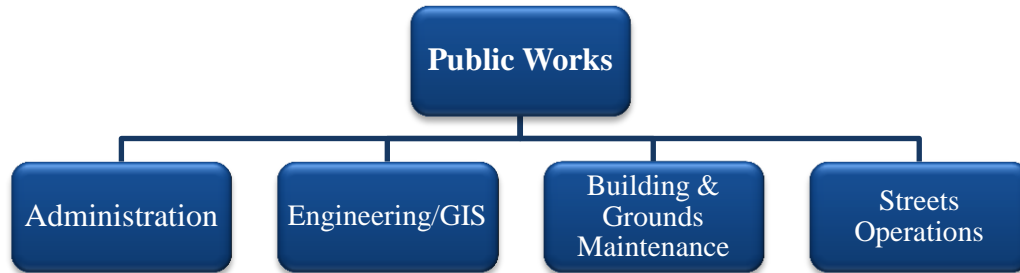
	FY 2013	FY 2014	FY 2015
Senior Building Official I	1	1	1
Commercial Plumbing and UDC Inspector I	1	1	1
Commercial Electrical and UDC Inspector I	1	1	1
Commercial Building and UDC Inspector I	1	1	1
Commercial HVAC, Plumbing and UDC Inspector	1	1	1
Code Compliance Inspector	1	1	1
Inspections Technician	1	1	1
Total FTE Positions	7	7	7



City of Eau Claire 2015 Adopted Program of Services

Public Works: Overview

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



Public Works Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 4,815,657	\$ 5,315,400	\$ 2,270,173	\$ 5,306,100	\$ 5,315,900
Contractual Services	2,178,917	2,407,200	896,619	2,415,700	2,466,400
Utilities	822,338	732,500	471,800	733,300	755,200
Fixed Charges	83,285	82,300	40,493	82,300	121,400
Materials & Supplies	714,829	742,300	348,453	821,500	766,000
Total Expenditures & Other Financing Uses:	<u>\$ 8,615,026</u>	<u>\$ 9,279,700</u>	<u>\$ 4,027,538</u>	<u>\$ 9,358,900</u>	<u>\$ 9,424,900</u>



City of Eau Claire 2015 Adopted Program of Services

Public Works Administration Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 293,605	\$ 645,400	\$ 288,857	\$ 636,100	\$ 624,000
Contractual Services	12,932	63,600	26,231	72,900	65,600
Utilities	1,909	3,900	1,093	3,900	3,900
Fixed Charges	1,100	2,100	1,050	2,100	8,400
Materials & Supplies	3,321	20,500	10,678	20,500	30,200
Total Expenditures & Other Financing Uses:	\$ 312,867	\$ 735,500	\$ 327,909	\$ 735,500	\$ 732,100

Engineering / GIS Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,291,435	\$ 1,481,000	\$ 594,351	\$ 1,481,000	\$ 1,577,600
Contractual Services	98,387	129,700	50,437	129,700	141,100
Utilities	4,606	4,200	1,405	4,200	4,200
Fixed Charges	18,874	19,400	9,700	19,400	19,400
Materials & Supplies	18,113	24,400	9,451	24,400	24,800
Total Expenditures & Other Financing Uses:	\$ 1,431,415	\$ 1,658,700	\$ 665,344	\$ 1,658,700	\$ 1,767,100

Building & Ground Maintenance Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 416,603	\$ 409,100	\$ 228,859	\$ 409,100	\$ 397,100
Contractual Services	64,050	77,700	26,393	76,900	79,100
Utilities	119,661	126,500	71,012	127,300	130,200
Fixed Charges	26,445	41,100	20,550	41,100	41,100
Materials & Supplies	33,244	26,000	15,313	26,000	26,400
Total Expenditures & Other Financing Uses:	\$ 660,003	\$ 680,400	\$ 362,127	\$ 680,400	\$ 673,900



City of Eau Claire 2015 Adopted Program of Services

Streets Operations Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 2,814,014	\$ 2,779,900	\$ 1,158,106	\$ 2,779,900	\$ 2,717,200
Contractual Services	2,003,548	2,136,200	793,558	2,136,200	2,180,600
Utilities	696,162	597,900	398,290	597,900	616,900
Fixed Charges	36,866	19,700	9,193	19,700	52,500
Materials & Supplies	660,151	671,400	313,011	750,600	684,600
Total Expenditures & Other Financing Uses:	\$ 6,210,741	\$ 6,205,100	\$ 2,672,158	\$ 6,284,300	\$ 6,251,800



City of Eau Claire 2015 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 Public Works and Parks and Recreation operating divisions. Reflecting the administrative realignment, the former Parks and Recreation administrative program has been consolidated with that of Public Works.

Objectives

- Provide administrative support, budgeting and general services to the Public Works and Parks and Recreation departments.
- Contribute to a healthy community by maintaining public infrastructure, constructing parks and recreation facilities and offering recreational activities.

Outputs

- Provide supervision, planning, budgeting and general services to the two departments.
- Provide assistance to community members desiring to utilize parks programs, services and facilities.
- Facilitate leases for use of city facilities.
- Develop five-year capital improvement plan for streets, utilities and facilities.
- Maintain a current five-year park master plan.
- Provide public access to the authoritative bodies such as Plan Commission, City Council and Parks and Waterways Commission.

Public Works - Administration Authorized Full-Time

Director of Public Works
 Administrative Assistant
 Public Works Analyst
 Secretary
 Clerk III

	FY 2013	FY 2014	FY 2015
Director of Public Works	1	1	1
Administrative Assistant	1	1	1
Public Works Analyst	1	1	1
Secretary	0	1	1
Clerk III	0	1	1
Total FTE Positions	3	5	5





City of Eau Claire 2015 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, stormwater, bridges and buildings as outlined in the Capital Improvement Plan (CIP). This division prepares and administers the special assessment program and maintains official engineering records and maps. Engineering also oversees and maintains the emergency warning system, provides general engineering assistance to city departments and coordinates contracted consulting engineering services as needed.

Objectives

- Plan, design, inspect and administer infrastructure construction projects and provide technical assistance on infrastructure to other city departments and the public.
- Deliver engineering services at less than 30% of the construction cost.
- Record, compute and coordinate the special assessment program.
- Provide planning assistance for subdivisions, commercial and industrial developments and future street and utility needs.
- Prepare and monitor development agreements for installation of utilities and streets in new developments.
- Update and maintain the pavement management system.
- Monitor and coordinate flood protection.
- Provide city property owners, developers, internal operating departments and visitors with accurate information on land parcels and city infrastructure in a cost-efficient manner and facilitate community development and public infrastructure improvements.
- Assure that all 22 emergency warning sirens are in good operating condition and ready for use, conduct monthly operating tests and complete repairs in a timely manner and maintain city compliance with the National Incident Management System (NIMS).

Outputs

- Completed engineering on 12 major projects with a construction cost of \$10.10 million in 2013.
- Engineering services delivered at 11% of the construction cost in 2013.
- Administered six new development agreements resulting in the construction of \$1 million of street and utility improvements constructed by private developers in 2013.
- Completed 99 sidewalk grade requests in 2013 (5-year average = 85).
- Provide Geographical Information Systems (GIS) information and mapping at a cost of less than \$10 per parcel.
- 100% functionality of the emergency warning sirens when tested on a monthly basis.
- Meet and exceed where possible, the NIMS Compliance Objectives.

Public Works - Engineering/GIS Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Licensed Engineers	5	6	6
Senior Surveyor	1	1	1
Engineering Technician III	2	2	2
Engineering Technician II	1	1	1
Engineering Services Technician	1	1	1
Engineering Technician I	1	1	1
Clerk III	1	1	1
Engineering Aide II	1	1	1
Total FTE Positions	13	14	14



City of Eau Claire 2015 Adopted Program of Services

Public Works: Building & Grounds Maintenance

The Building and Grounds division provides custodial services, building and grounds maintenance and operation of the City Hall building at 203 S Farwell Street, Central Maintenance building at 910 Forest Street, the Parks and Forestry building at 1040 Forest Street and the Public Library building at 400 Eau Claire Street. The division also provides building repair support and requested services to Transit, the Fire Department buildings, parking ramps, radio communication sites and all other city departments as needed.

Objectives

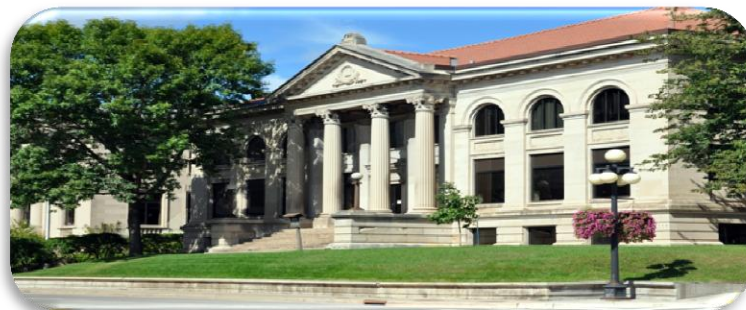
- Provide efficient operation, maintenance and custodial service on 255,000, square feet of public building space including the Public Library building
- Provide exterior buildings and grounds maintenance for 284,500 square feet of grounds.
- Provide requested services as need to all city departments.

Outputs

- Operate and maintain the city buildings & grounds in good physical condition
 - Provide custodial service, operate and maintain City Hall and complex and grounds at a cost less than \$10.00 per square foot. (\$4.81 in 2013)
 - Provide custodial service, operate and maintain public library building and grounds at a cost less than \$5.00 per square foot.
 - Provide custodial service operation and maintenance of the Central Maintenance building. (\$2.65/square feet in 2013)
 - Provide custodial service operation and maintenance of the Parks and Forestry building. (\$1.80/square feet in 2013)

Public Works - Building & Grounds Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Building, Grounds, & Fleet Manager	1	1	1
Building Services Supervisor	1	1	1
Custodian	6	6	6
Total FTE Positions	8	8	8



City Hall is located at 203 South Farwell Street



City of Eau Claire 2015 Adopted Program of Services

Public Works: Streets Operations

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

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

Objectives – Street Maintenance

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

Outputs – Street Maintenance

- 97.4% of the streets were rated with a PCI above 25 in 2014.
- Prepared and seal coated 12.5 miles of streets in 2013.
- Crack sealed 724,655 lineal feet of cracks in 2013.

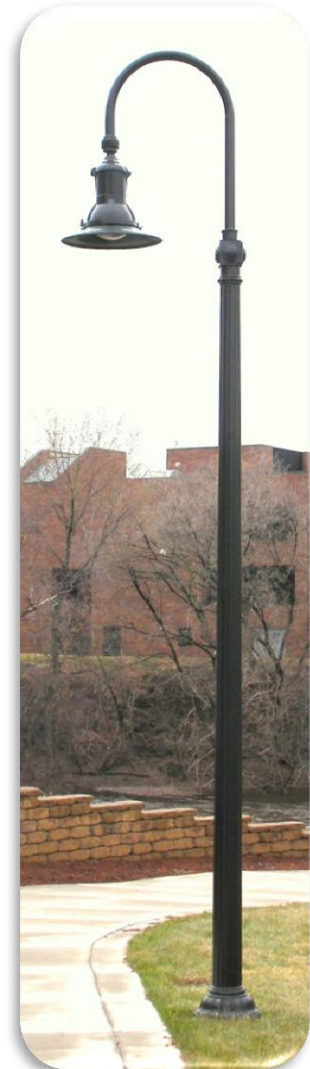
Off Street Maintenance: The work performed under this program consists of maintenance activities on city-owned property beyond the street and provides for the enforcement of ordinances dealing with grass, weeds and sidewalk snow clearing.

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 253 properties with 59 being removed by city street crews in 2013.
- Sidewalk clearance notices sent to 291 properties with 67 being cleared by city street crews during the winter of 2013/2014.
- 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 2015 Adopted Program of Services

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

Objectives – Street Cleaning

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

Outputs – Street Cleaning

- Removed and disposed of 15,632 cubic yards of debris from the streets and parking lots in 2013.
- Complete the spring sweeping and clean up no later than May 30th.
- Sweep all streets a minimum of eight times during the calendar year.
- Sweep streets in the Half Moon Lake Watershed twice per month when not snow covered.

Snow & Ice Control: This program provides for ice control operations and snow removal from city streets, bridges and designated alleys.

Objectives – Snow & Ice Control

- Provide a program for the salting and plowing of ice control routes with an ultimate objective to obtain a bare pavement on 85 miles of arterial and collector streets.
- Plow the 260 miles of local residential streets after the accumulation of three inches or more of snow.
- Haul snow from downtown, Water Street and selected locations as needed.

Outputs – Snow & Ice Control

- Plow the ice control and primary plow routes to full width curb-to-curb within four hours.
- Plow all city streets within 12 hours after snow has stopped falling.
- Conduct snow and ice control operations at an annual cost of less than \$25,000 per inch. (\$27,800 in 2013)

Traffic Signs & Signals: The purpose of this program is to install and maintain traffic control signals, signs and pavement markings on city streets and public parking facilities.

Objectives – Traffic Signs & Signals

- Manufacture, install, inspect, repair and replace traffic signs in compliance with the Manual on Uniform Traffic Control Devices.
- Apply pavement markings including lane lines, crosswalks and lane designations.
- Maintain the traffic control signals under the jurisdiction of the City.
- Complete Digger's Hotline locations for underground systems.

Outputs – Traffic Signs & Signals

- Maintain 42 traffic control signals in good operating condition.
- Install and maintain the 7,102 regulatory signs, 5,063 street name signs and 1,560 warning signs.
- Maintain 75 miles of centerline and 397 intersections with crossing markings.



City of Eau Claire 2015 Adopted Program of Services

Street Lighting: This program provides for the operation and maintenance of the city street lighting system. The system consists of whiteway lighting on arterial roadways, decorative pedestrian scale lighting and residential neighborhood lighting.

Objectives – Street Lighting

- Maintain lighting to reduce and prevent accidents and aid driver visibility.
- Provide security, safety and comfort to the public.
- Extend hours of outdoor social and recreational activities.
- Enhance commercial and business activities.
- Deter criminal activity.

Outputs – Street Lighting

- Install and maintain residential street lighting at intersections and mid-block when greater than 500 feet in length.
- Repair and re-lamp lights within 30 days of a reported outage.
- Maintain 2,104 city-owned streetlights.
- Administer the installation, operation and maintenance of 3,053 streetlights leased from Xcel Energy.



Public Works - Street Maint Operations Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Street Maintenance Manager	1	1	1
Supervisor	3	3	3
Clerk III	1	1	1
Electrician/Traffic Signal Technician	1	1	1
Skilled Worker II	1	1	1
Heavy Equipment Operator	12	12	12
Skilled Worker I	2	2	2
Skilled Worker/Sign Shop	2	2	2
Skilled Worker/Sign Shop Painter	1	1	1
Tandem Operator	4	4	4
Light Equipment Operator	8	8	8
Total FTE Positions	36	36	36



City of Eau Claire 2015 Adopted Program of Services

Parks, Recreation & Forestry: Overview

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



*Parks, Recreation & Forestry
Expenditure Summary*

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 3,155,947	\$ 2,935,100	\$ 1,095,868	\$ 2,942,100	\$ 2,864,500
Contractual Services	864,826	860,000	430,233	859,800	857,500
Utilities	260,745	274,000	103,874	274,000	300,900
Fixed Charges	44,166	55,800	(3,526)	55,800	63,800
Materials & Supplies	304,130	309,000	108,094	309,200	323,600
Contributions & Other Payments	34,806	35,000	4,133	35,000	36,000
Total Expenditures & Other Financing Uses:	\$ 4,664,620	\$ 4,468,900	\$ 1,738,676	\$ 4,475,900	\$ 4,446,300



City of Eau Claire 2015 Adopted Program of Services

Parks, Recreation & Forestry Administration Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 412,174	\$ -	\$ -	\$ -	\$ -
Contractual Services	50,607	-	-	-	-
Utilities	2,774	-	-	-	-
Fixed Charges	1,120	-	-	-	-
Materials & Supplies	22,952	-	-	-	-
Total Expenditures & Other Financing Uses:	\$ 489,627	\$ -	\$ -	\$ -	\$ -

Maintenance Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,904,761	\$ 1,974,500	\$ 763,209	\$ 1,974,500	\$ 1,894,500
Contractual Services	532,128	508,400	301,239	508,400	503,800
Utilities	256,718	272,000	103,653	272,000	299,100
Fixed Charges	22,067	34,500	(15,013)	34,500	34,500
Materials & Supplies	161,128	157,600	64,999	157,600	188,600
Total Expenditures & Other Financing Uses:	\$ 2,876,802	\$ 2,947,000	\$ 1,218,087	\$ 2,947,000	\$ 2,920,500

Recreation Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 467,657	\$ 547,800	\$ 174,861	\$ 554,800	\$ 547,200
Contractual Services	153,013	187,900	68,692	187,900	187,400
Utilities	609	1,200	-	1,200	1,000
Fixed Charges	14,476	14,200	8,152	14,200	14,800
Materials & Supplies	103,320	141,000	37,758	141,000	122,800
Contributions & Other Payments	34,806	35,000	4,133	35,000	36,000
Total Expenditures & Other Financing Uses:	\$ 773,881	\$ 927,100	\$ 293,596	\$ 934,100	\$ 909,200

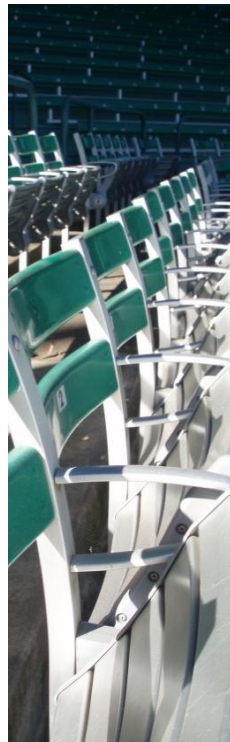


City of Eau Claire 2015 Adopted Program of Services

Forestry

Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 371,355	\$ 412,800	\$ 157,798	\$ 412,800	\$ 422,800
Contractual Services	129,078	163,700	60,302	163,500	166,300
Utilities	644	800	221	800	800
Fixed Charges	6,503	7,100	3,335	7,100	14,500
Materials & Supplies	16,730	10,400	5,337	10,600	12,200
Total Expenditures & Other Financing Uses:	\$ 524,310	\$ 594,800	\$ 226,993	\$ 594,800	\$ 616,600





City of Eau Claire 2015 Adopted Program of Services

Parks, Recreation & Forestry: Administration

Administration for the Parks and Recreation Department has been combined with the Public Works Administration effective with the 2014 budget. The responsibilities and position are shown in Public Works. The Parks and Recreation director's position has been reallocated to provide more depth in the Engineering Program.

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

	FY 2013	FY 2014	FY 2015
Director of Parks & Recreation	1	0	0
Parks & Recreation Secretary	1	0	0
Clerk III	1	0	0
Total FTE Positions	3	0	0





City of Eau Claire 2015 Adopted Program of Services

Parks, Recreation & Forestry: Maintenance

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

Objectives

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

Outputs

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

Parks, Recreation & Forestry - Maint. Authorized Full-Time	FY 2013	FY 2014	FY 2015
Supervisor	2	2	2
Clerk III	1	1	1
Construction Skilled Worker	1	1	1
Mechanical Skilled Worker II	2	2	2
Skilled Worker - Pool Operator	1	1	1
Heavy Equipment Operator	1	1	1
Skilled Worker I	10	10	10
Stores Clerk	1	1	0
Semi-Skilled Worker	1	1	1
Skilled Worker/Playground Safety Specialist	1	1	1
Landscape Technician	1	1	1
Total FTE Positions	22	22	21

Park Maintenance Service Activity					
	2013	2012	2011	2010	2009
Park Acreage Maintained	376.5	363.9	363.9	363.9	361.9
Pavilion Rentals	973	1024	997	934	916
Carson Baseball Stadium Games Played	104	140	124	144	157
Carson Football Stadium Hours Rented	1021.5	920	867	762.5	746
Special Events	103	93	81	77	69
Trail Usage (Began monitoring at Owen Park in 2008)	197,286	201,269	125,665	130,457	150,111
Volunteers (Program started in 2007)	781	1000	900	1,057	1,099
Cross Country Ski Trails Maintained - Miles	5.7	5.7	5.7	5.7	5.7
Athletic Fields Prepped for Games	1872	2,271	2,479	2,731	2,211



City of Eau Claire 2015 Adopted Program of Services

Parks, Recreation & Forestry: Recreation

The Recreation division provides a full complement of recreation opportunities for community members of all ages and interests. Program areas include aquatics, athletics, leisure activity instruction, specialized recreation, outdoor skating rinks and community events.

In addition the division operates Fairfax Municipal Pool, the Hobbs Municipal Ice Center, concession operation and coordinates all facility scheduling for park pavilions, the baseball and football stadiums at Carson Park and community athletic fields. The division also coordinates department-wide marketing efforts to promote active, healthy lifestyles and the enjoyment of city park facilities by the community.

Objectives

- Provide a comprehensive variety of low-cost recreation activities to adults and children.
- Create a sense of community, enhance neighborhoods and promote healthy lifestyles.
- Coordinate the use of park facilities including pavilions, stadiums, athletic fields and neighborhood shelters.

Outputs

- Increased communication with the community and direct customer base through use of technology and social media resources.
- Provide facility schedules, park maintenance work-orders for pavilions, stadiums and athletic fields.
- Organize activity classes, including the reservation of facilities, hiring, training, supervising and evaluating staff and provide the list of opportunities to the public for registration.
- Provide high-quality social and recreational activities for special populations.
- Provide winter ice skating with accessible opportunities in each geographical area of the community.
- Partnership with Eau Claire Area School District summer school programs.
- Partnership with Wisconsin Park and Recreation Association discounted family amusement tickets.
- Partnership with other organizations and businesses to provide specialized recreational opportunities.
- Promote low cost opportunities available to the community through city parks programs, facilities, parks, trails and waterways.
- Ability to provide exceptional customer service to the community through evaluation and training processes.

Parks, Recreation & Forestry - Recreation Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Superintendent of Recreation	1	1	1
Program Supervisor	1	1	1
Total FTE Positions	2	2	2



City of Eau Claire 2015 Adopted Program of Services

Parks, Recreation & Forestry: Forestry

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

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

Objectives

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

Outputs

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

Parks, Recreation & Forestry - Forestry Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Superintendent of Parks, Forestry and Cemetery	1	1	1
Tree Trimmer II	1	1	1
Arborist I	3	3	3
Total FTE Positions	5	5	5

Forestry Service Activity					
	2013	2012	2011	2010	2009
Memorial Trees Planted	5	4	1	2	3
Tree/Stump Removals	229	587	300	167	229
Merry Mulch	4500	4250	3,600	4,875	5,100
Dutch Elm Disease Prevention	8	18	4	5	4
Oak Wilt Management - Hours	42	41	60	52	64
Storm Clean-up - Hours	47	3055*	277	273	55
Trees Inventoried	532	771	531	640	3,450
Trees Planted	2532	771	531	927	649

* Storm May 24, 2012



City of Eau Claire 2015 Adopted Program of Services

Eau Claire Police Department: Overview

The mission of the Police Department is to enhance the quality of life in Eau Claire by partnering with the community to solve problems, reduce crime and disorder, safeguard individual rights and improve public safety. The Police Department employs 137 people, of which 100 are sworn officers, and provides 24/7 service to the community by responding to crimes, traffic crashes, public safety hazards and other calls for service on a variety of community needs. The department responds to approximately 27,000 calls for service annually, in addition to the 4,700 adult arrests, 6,600 traffic and ordinance citations, 13,000 parking tickets and numerous warnings issued. Officers also dedicate time to specialty units such as: Crime Scene Unit, Tactical Response Team, Crisis Negotiation, Police Training Officer, Firearms Instructors, Force Option Trainers, Department Armorers, Taser Instructors, Crash Scene Reconstructionists, Less Lethal Force Instructors, Crisis Intervention Team members, Technical Service Unit members, Honor Guard members, Chaplain Services and K-9 services.



Police Department Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 13,705,043	\$ 13,836,400	\$ 6,003,781	\$ 13,921,600	\$ 14,341,200
Contractual Services	1,498,811	1,560,700	824,442	1,583,200	1,645,200
Utilities	80,728	80,000	33,879	80,000	81,400
Fixed Charges	144,400	144,400	72,200	144,400	148,000
Materials & Supplies	246,829	174,200	105,422	181,900	177,400
Capital Purchses	3,200	-	-	-	-
Total Expenditures & Other Financing Uses:	\$ 15,679,011	\$ 15,795,700	\$ 7,039,724	\$ 15,911,100	\$ 16,393,200



City of Eau Claire 2015 Adopted Program of Services

Police Administration Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 749,755	\$ 722,800	\$ 340,295	\$ 722,800	\$ 787,700
Contractual Services	363,006	452,400	255,462	452,400	462,800
Utilities	2,731	1,900	618	1,900	1,900
Fixed Charges	1,800	1,800	900	1,800	1,800
Materials & Supplies	12,438	13,000	2,564	9,800	13,200
Total Expenditures & Other Financing Uses:	\$ 1,129,730	\$ 1,191,900	\$ 599,839	\$ 1,188,700	\$ 1,267,400

Administrative Services Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,311,734	\$ 1,368,100	\$ 575,109	\$ 1,368,100	\$ 1,396,100
Contractual Services	59,787	65,500	27,113	73,500	66,700
Utilities	8,426	5,100	3,632	5,100	5,100
Fixed Charges	11,500	11,500	5,750	11,500	11,500
Materials & Supplies	24,285	53,700	33,720	57,200	54,700
Total Expenditures & Other Financing Uses:	\$ 1,415,732	\$ 1,503,900	\$ 645,324	\$ 1,515,400	\$ 1,534,100

Patrol Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 7,701,408	\$ 7,798,500	\$ 3,307,587	\$ 7,883,700	\$ 7,923,900
Contractual Services	778,332	747,600	372,152	747,600	780,300
Utilities	31,213	27,200	13,268	27,200	27,700
Fixed Charges	98,900	98,900	49,450	98,900	102,500
Materials & Supplies	185,505	77,100	45,916	84,500	78,600
Capital Purchases	3,200	-	-	-	-
Total Expenditures & Other Financing Uses:	\$ 8,798,558	\$ 8,749,300	\$ 3,788,373	\$ 8,841,900	\$ 8,913,000



City of Eau Claire 2015 Adopted Program of Services

Detective Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 2,274,977	\$ 2,230,100	\$ 1,036,804	\$ 2,230,100	\$ 2,395,300
Contractual Services	192,663	175,500	94,349	175,500	179,000
Utilities	8,738	5,500	2,821	5,500	5,600
Fixed Charges	27,500	27,500	13,750	27,500	27,500
Materials & Supplies	17,919	22,500	19,240	22,500	22,900
Total Expenditures & Other Financing Uses:	\$ 2,521,797	\$ 2,461,100	\$ 1,166,964	\$ 2,461,100	\$ 2,630,300

Communication Center Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 1,667,169	\$ 1,716,900	\$ 743,986	\$ 1,716,900	\$ 1,838,200
Contractual Services	105,023	119,700	75,366	134,200	156,400
Utilities	29,620	40,300	13,540	40,300	41,100
Fixed Charges	4,700	4,700	2,350	4,700	4,700
Materials & Supplies	6,682	7,900	3,982	7,900	8,000
Total Expenditures & Other Financing Uses:	\$ 1,813,194	\$ 1,889,500	\$ 839,224	\$ 1,904,000	\$ 2,048,400





City of Eau Claire 2015 Adopted Program of Services

Activities

- ☞ Records
- ☞ Property/
Evidence
- ☞ Court Services
- ☞ Crime Analysis
- ☞ Training
- ☞ Safety
Education
- ☞ Community
Relations

Police Dept: Administration/Admin Services

Appointed by the Police and Fire Commission, the Police Chief provides leadership and direction to the Eau Claire Police Department. The Administrative Services Division supports the department through the Records Section, Court Officer, Property and Evidence Section and Special Services Bureau. The Director of Administration assists in preparing, managing and allocating the Department's \$16.4 million budget as well as the many grants that are allocated to the Department for projects and personnel.

Objectives

- Effectively manage the department's multi-million dollar budget.
- Assist in the implementation and management of technology projects.
- Provide excellent customer service to the community in the areas of open record requests, civil or criminal court services actions, handling of items related to property and evidence collection and parking ticket services.
- Provide state mandated training to department members.
- Increase the use of social media to emphasize positive things being done by the department as well as to notify the community of crime trends.
- Utilize the Crime Analyst for statistical analysis.

Outputs

- Sharing a centralized location with the Eau Claire County Sheriff's Office will provide the public with more convenient access for all services from either law enforcement agency.
- The department works to become virtually paperless due to technology implementations.
- Personnel continue to be provided with state-mandated training.
- Use of social media continues to be very successful in the area of public relations as well as the community using it to assist the department in solving crimes.
- Provide the citizens of Eau Claire with an annual report highlighting statistics.

Police Department - Admin. Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Police Chief	1	1	1
Police Secretary	1	1	1
Total FTE Positions	2	2	2

Police Department - Admin. Services Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Lieutenant	1	1	1
Investigator-Special Services	2	2	2
Investigator-Court Officer	1	1	1
Administrative Division Manager	1	1	1
Crime Analyst	1	1	1
Property and Evidence Technician	2	2	2
Training Technician	1	1	1
Records Bureau Technician	1	1	1
Law Enforcement Support Assistant	7	7	7
Total FTE Positions	17	17	17



City of Eau Claire 2015 Adopted Program of Services

Police Dept: Patrol

Activities

- ☞ Patrol
- ☞ Midnight Shift
- ☞ Day Shift
- ☞ Day Overlap Shift
- ☞ Afternoon Shift
- ☞ Evening Overlap Shift
- ☞ Special Operations Section
- ☞ Community Services Officers (CSO)
- ☞ K-9 Officer

The Patrol Division is responsible for providing day-to-day police services to the community. As the most visible local government agents, patrol officers are available 24 hours per day to respond to calls for service, provide information, investigate crimes, mediate disputes and engage in community problem-solving. The division is staffed using the traditional day, afternoon and midnight shifts, supplemented with two overlap shifts. The Special Operations Section (SOS) consists of one sergeant and up to six officers, as staffing permits. SOS works a flexible schedule and is focused on assisting in areas that have been identified as major problems in our community. In recent years, this team has focused on alcohol disorder problems and has developed strong relationships with neighborhood associations, the West Central Drug Task Force and local probation and parole offices.

The Community Service Officer (CSO) program was started in 1995 as part of a budget saving initiative. Prior to that time, four full-time civilian employees performed the duties of parking and animal control. Aside from one full time Senior CSO, CSOs are part-time employees with limited benefits. 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 and verifying computer entries regarding stolen property.

The Police Department's K-9 program has been in existence since 1990. The dog functions as a dual-purpose patrol and drug detection dog. The K-9 unit consists of one police officer and one dog that provide service to area agencies upon request. The K-9 unit often works with the department's Tactical Response Team, Eau Claire County Sheriff's Office, West Central Drug Task Force, probation and parole and local school districts. The K-9 unit is also involved in community relations by providing presentations and demonstrations to various community groups throughout the year.

Objectives

- Restructure Patrol Districts to complement the department's Problem-Oriented Policing philosophy.
- Implement a "Comp Stat" process to measure efficiency and accountability.
- Develop strategies and a partnership to create working relationships with Eau Claire County Sheriff's Office (ECSO).

Outputs

- Restructuring the boundaries of our patrol districts will improve the efficiency of officers and allow them to more effectively deliver services to the community.
- Through the use of "Comp Stat" we will be able to measure patrol district performance with the ultimate goal of reducing crime in our community.
- Sharing a physical workspace with the ECSO in the Law Enforcement Center allows both departments to share information more efficiently.

Police Department - Patrol Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Deputy Chief	1	1	1
Lieutenant	3	3	3
Sergeant	10	10	10
Patrol Investigator	1	1	1
Police Officer	60	60	59
Community Service Officer	1	1	1
Total FTE Positions	76	76	75



City of Eau Claire 2015 Adopted Program of Services

Police Dept: 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 area schools and to the West Central Drug Task Force.
- ☞ Sensitive Crime
- ☞ Financial Crime
- ☞ Police/School Liaison Detectives have limits on the number of cases that they can investigate because the volume of cases far outnumber the time that investigators can reasonably devote to investigations. Many investigations take several months and hundreds of hours of investigator time to resolve. Detective supervisors typically review approximately 14,000 cases during a year. Of those, 1,470 were assigned in 2013.
- ☞ West Central Drug Task Force
- ☞ Polygraph The Detective division is organized by crime classification. Supervisors assign cases based on the type of crime involved and the solvability factors present. Two detectives are assigned to the financial crimes section to investigate forgeries, fraud, counterfeit documents and embezzlement crimes. Two detectives are assigned to the sensitive crime section to investigate the sexual and physical abuse of children, child pornography and child neglect cases. One detective is assigned to investigate property crimes where stolen property is transferred at pawnshops and second hand dealers. This detective is also responsible for ensuring pawn shops comply with local ordinance. Three detectives investigate any crimes that are not specialized in one of the other sections typically involving homicides, arsons, robberies, sexual assaults and batteries, among others. The polygraph detective conducts examinations for criminal investigations and pre-employment screening, assists the general crimes section and is responsible for the majority of the evidence processing and transmittal work sent to the State Crime Lab. Two drug task force detectives and one sergeant investigate drug manufacturing and trafficking cases in the Chippewa Valley, along with investigators from twelve other agencies assigned to the task force. The police school liaison section has four detectives assigned to the two public high schools and three public middle schools. These detectives are responsible for the majority of investigations involving crimes committed by youth. The department also has a detective designated to work with digital forensics. Digital evidence is valuable to investigations of child pornography, child enticement, drug trafficking, financial crimes and it has even been critical in homicide investigations.
- ☞ Digital Forensics

Objectives

- Reduce the amount of stolen property transferred at City of Eau Claire pawnshops and second hand property dealers.
- Expand ability to utilize digital evidence for investigation and prosecution of crimes.
- Continue to support the department's efforts to reduce crime and improve the quality of life in Eau Claire.

Outputs

- Through the better utilization of the Automated Property System (APS) ordinance, division personnel can better regulate pawnshops and stabilize associated costs. This effort will be measured by a reduction in the amount of stolen property transferred, reduction in City of Eau Claire property crimes and better collection of associated APS fees.
- By maintaining a standard best practice turnaround time for examining digital evidence submitted to the Chippewa Valley Regional Computer Forensic Laboratory (CVRCFL) the laboratory will provide added value to investigations. The CVRCFL will meet the standard 30 day turnaround for the examination of digital evidence in order to meet the expanding role technology has in criminal activity.
- Detective Division personnel can better support the department's overall efforts through the development of performance measures. Detectives will develop a system that measures the amount of investigative work completed in order to properly align division personnel and resources. Division personnel will measure the division's effectiveness through an established investigative case clearance rate.

Police Department - Detective
Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Deputy Chief	1	1	1
Lieutenant	1	1	1
Sergeant	3	3	3
Investigator	15	15	16
Total FTE Positions	20	20	21



City of Eau Claire 2015 Adopted Program of Services

Police Dept: Communication Center

Activities

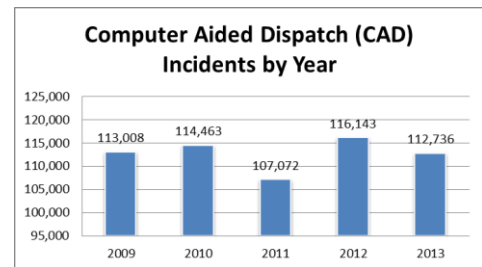
- ☞ Answered approximately 293,400 calls
- ☞ Tracked over 112,700 incidents
- ☞ Dispatch for 14 Police, Fire and Medical agencies in Eau Claire County

The Eau Claire Emergency Communication Center provides emergency communications for public safety agencies within the City and County of Eau Claire to include 9-1-1 emergency communications as well as non-emergency communications for the above-mentioned agencies. Eau Claire has had a combined Communication Center since 1970.

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

Objectives

- Increase staffing to better serve the entire population of Eau Claire County.
- Prepare for changes in the advancement of 9-1-1 technology.
- Upgrade technology to the back-up Communication Center and outfit current location with severe-weather window covering.
- Provide ongoing training to staff.

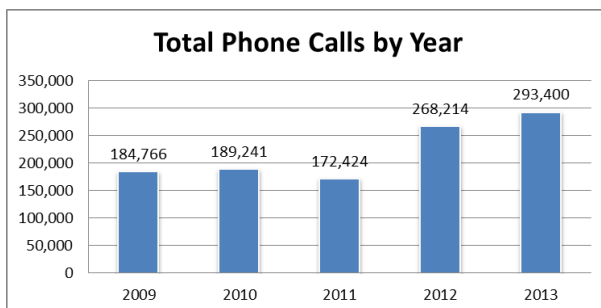


Outputs

- An increase in staffing would allow for minimum staffing 24/7 and would also allow the Communication Center to better serve the entire population of Eau Claire County.
- Technology is constantly changing and consumers expect to be able to contact emergency services through many new means.
- Enhanced technology at the back-up Communication Center will allow for a seamless transfer of operations in emergency situations. Installing severe weather window coverings will keep personnel and emergency equipment protected during severe storms.
- Ongoing training in areas such as active shooter situations and emergency medical dispatch will allow Telecommunicators to keep members of the community, including emergency service workers, safe during critical incidents.

Police Department - Communication Center Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Communication Center Manager	1	1	1
Communication Center Supervisor	3	3	3
Telecommunicator I	18	18	19
Total FTE Positions	22	22	23



	2009	2010	2011	2012	2013
Land Line 9-1-1	17,186	17,151	16,707	19,161	27,741
Cell 9-1-1	30,147	32,453	23,735	41,135	52,868
7 Digit Emergency	4,570	4,517	4,507	7,389	7,706
Non-Emergency	103,450	102,041	96,561	157,385	159,510
Out Only	29,413	33,079	30,914	43,144	45,575
Total Emergency	51,903	54,121	44,949	67,685	88,315
Total Non-Emergency	103,450	102,041	96,561	157,385	159,510
Total Out Only	29,413	33,079	30,914	43,144	45,575
Total	184,766	189,241	172,424	268,214	293,400



City of Eau Claire 2015 Adopted Program of Services

Fire & Rescue Department: Overview

Eau Claire Fire & Rescue is responsible for rendering fire prevention, fire suppression, hazardous materials, special rescue services and emergency medical services for the City of Eau Claire. 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 northern and west central Wisconsin. The department is staffed by 94 employees—91 sworn and 3 civilian. Response is provided 24 hours a day, 365 days a year from six stations.



Fire & Rescue Department Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 9,506,954	\$ 9,477,300	\$ 4,043,713	\$ 9,477,300	\$ 9,602,200
Contractual Services	768,773	801,100	452,164	803,100	833,000
Utilities	77,561	74,700	44,589	74,700	77,300
Fixed Charges	89,415	128,100	63,048	128,100	128,100
Materials & Supplies	190,594	195,900	108,665	193,900	199,200
Total Expenditures & Other Financing Uses:	\$ 10,633,297	\$ 10,677,100	\$ 4,712,179	\$ 10,677,100	\$ 10,839,800



City of Eau Claire 2015 Adopted Program of Services

Fire & Rescue Administration Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 537,857	\$ 551,000	\$ 262,507	\$ 551,000	\$ 706,200
Contractual Services	64,722	104,100	46,436	104,100	71,500
Utilities	73,286	74,700	42,343	74,700	77,300
Fixed Charges	3,200	3,200	1,600	3,200	3,200
Materials & Supplies	16,457	18,600	5,659	18,600	19,200
Total Expenditures & Other Financing Uses:	\$ 695,522	\$ 751,600	\$ 358,545	\$ 751,600	\$ 877,400

Operations / EMS Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 8,487,050	\$ 8,455,300	\$ 3,561,626	\$ 8,455,300	\$ 8,410,800
Contractual Services	698,886	691,300	403,109	693,300	755,700
Utilities	4,275	-	2,246	-	-
Fixed Charges	80,615	119,300	58,648	119,300	119,300
Materials & Supplies	171,326	173,300	102,390	171,300	176,300
Total Expenditures & Other Financing Uses:	\$ 9,442,152	\$ 9,439,200	\$ 4,128,019	\$ 9,439,200	\$ 9,462,100

Inspections Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Adopted</u>	<u>2014 6 Month Actual</u>	<u>2014 Projection</u>	<u>2015 Adopted</u>
Expenditures & Other Financing Uses:					
Personnel Services	\$ 482,047	\$ 471,000	\$ 219,580	\$ 471,000	\$ 485,200
Contractual Services	5,165	5,700	2,619	5,700	5,800
Fixed Charges	5,600	5,600	2,800	5,600	5,600
Materials & Supplies	2,811	4,000	616	4,000	3,700
Total Expenditures & Other Financing Uses:	\$ 495,623	\$ 486,300	\$ 225,615	\$ 486,300	\$ 500,300



City of Eau Claire 2015 Adopted Program of Services

Fire & Rescue Dept: Administration

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

Objectives

- Assess cost reduction models and implementation criteria.
- Progress with deploying distance education options in our daily operations.
- Continue the advancement of our regional emergency medical services (EMS) providers' initiative.
- Increase public presentations on the mission and scope of the department while developing a viable feedback system to evaluate the community's needs.
- Build foundation for department sustainability.
- Evaluate and implement current and future technologies related to department operations.
- Assess and coordinate training demands of the department's personnel while meeting the organizational response demands.

Outputs

- Established working initiatives with regional trauma and EMS transport agencies in the region.
- Worked to support regional fire prevention initiatives for the county departments.
- Continued to improve and upgrade vehicle fleet.
- Continued to develop employee life safety initiatives.
- Continued recognition of new firefighters and newly promoted members with badge ceremony.
- Maintained department's presence and accessibility with social media accounts.

Fire & Rescue Department - Administration Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Fire Chief	1	1	1
Fire Secretary	1	1	1
Total FTE Positions	2	2	2





City of Eau Claire 2015 Adopted Program of Services

Fire & Rescue Dept: Operations

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

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

Objectives

- Provide fire suppression methods in a safe and efficient manner for the citizens of the City of Eau Claire and surrounding areas.
- Provide response to hazardous materials incidents.
- Provide special rescue response such as water rescue, confined space, trench rescue, high angle rescue and vehicle extrication.
- Provide the foundation for response capabilities within the Homeland Security framework.
- Preserve and protect life, property, and the environment against injury and damage from other incidents occurring within the City of Eau Claire.
- Average a 5-minute or less response time from the time of the call within the City of Eau Claire and a 10-minute or less average response time within our regional EMS delivery area external to the city.
- Enhance communication within the organization using electronic methods and increase the citizens' knowledge of department services.
- Provide company level training through more efficient means by identifying mandated requirements through Wisconsin SPS 330 and applicable Occupational Safety and Health Act and National Fire Protection Association standards.
- Continue training within our organization and with our regional partners in emergency services.
- Provide employees with up-to-date protective equipment for a safer work environment.
- Develop Rapid Intervention Teams and integrate into fire suppression operations.
- Reduce fire loss in the community through aggressive public education and code enforcement.

7,732 Responses in 2013			
6,480	Medical Responses	127	Service Call Responses
152	Fire/Rescue Responses	138	Good Intent Responses
649	Automatic Alarm Responses	15	Special Request Responses
171	Hazardous Condition Responses		

Fire & Rescue Department - Operations Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Deputy Chief	1	1	1
Battalion Chief	3	3	3
Fire Captain	6	6	6
Fire Lieutenant	12	12	12
Fire Equipment Operator	18	18	18
Firefighter	47	47	47
Total FTE Positions	87	87	87



City of Eau Claire 2015 Adopted Program of Services



Fire & Rescue Dept: Emergency Medical Services

Comprising 83.8% of department responses, emergency medical services (EMS) remain a strong focus of department resources. The department is staffed with 49 certified paramedics and 41 certified emergency medical technicians. There are three front-line paramedic ambulances and three units available as reserves. Personnel are involved in constant training and also participate in community education and special events to increase citizen knowledge about EMS issues.

Objectives

- Develop active threat response policy and begin training with ECPD.
- Research integrating paramedics into ECPD tactical team response.
- Continue to research the use of Tranexamic Acid for trauma patients.
- Develop internal quality assurance program that is company-based.
- Continue to research the use of a wireless link to transmit 12 leads to the hospital and move cardiac monitor data to the EPCR.
- On-scene time of less than 20 minutes on all EMS incidents for ambulances.
- Research the need for and feasibility of community paramedics.

Outputs

- Implemented and continued to develop image trend reporting software. The department also purchased ruggedized laptops for versatility in data entry from the field.
- Updated protocols to include Selective Spinal and Continuous Cardiac Resuscitation. All personnel were trained in these skills.
- Developed a fall risk questionnaire in conjunction with the Aging and Disability Resource Center and both hospitals.
- Recertified First Responders in airway procedures, medication administration and blood glucose checks.
- Implemented advance notice and pre-hospital lab draws for stroke patients being transported to Sacred Heart Hospital.
- Outfitted an ambulance with bariatric equipment and trained personnel in its use.
- Provided EMS presentations to all ECASD 4th grades.

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

Ambulance Revenue (Net of Collection Fees)					
	2009	2010	2011	2012	2013
City	\$ 1,256,262	\$ 1,311,636	\$ 1,520,597	\$ 1,532,625	\$ 1,527,406
Regional	509,777	528,472	505,566	518,224	523,442
Hospital	<u>157,500</u>	<u>154,193</u>	<u>155,827</u>	<u>161,437</u>	<u>164,182</u>
Total	<u>\$ 1,923,539</u>	<u>\$ 1,994,301</u>	<u>\$ 2,181,990</u>	<u>\$ 2,212,286</u>	<u>\$ 2,215,030</u>

Dollar Loss from Fire				
2009	2010	2011	2012	2013
\$ 2,577,691	\$ 1,354,158	\$ 2,476,988	\$ 2,052,812	\$ 2,807,873



City of Eau Claire 2015 Adopted Program of Services

Fire & Rescue Dept: Inspections

The Inspection division is comprised of five staff members—One Deputy Chief, one Division Chief, one Lead Fire Inspector, one Civilian Fire Inspector, and one Civilian Clerk. The main responsibility of this division is to oversee the inspection of commercial properties within the City of Eau Claire. Division personnel are responsible for compliance with follow-up inspections and codes, fire investigations, public education and underground/aboveground storage tank inspections. Personnel serve as informational contacts for other departments and citizens who have questions regarding National Fire Protection Association and Wisconsin Administrative codes.

Objectives

- Work with property owners to ensure compliance with Wisconsin Act 78, which pertains to sprinkler systems for fraternity and sorority houses.
- Ensure sustainability of Eau Claire smoke detector ordinance with the Department of Safety and Professional Services (DSPS) per Wisconsin Act 270.
- Transition to a tablet-based fire safety inspection program.
- Conduct a community risk analysis focusing on all hazards and risks within the community.
- Partner with area fire departments in providing safety education utilizing the regional fire safety house.
- Provide fire prevention and life safety education for members of the community--targeting young, children, young adults and the elderly.
- Increase outreach programs to college students residing in on- and off-campus housing.
- Conduct fire safety inspections and emphasize preplanning of target hazards.
- Maintain current inspection routes and place more emphasis on pre-planning of target hazards.
- Increase water safety awareness in the community—focusing on the target age groups most affected by water-related incidents.

Outputs

- Approximately 4,200 inspections completed by the fire inspectors and fire/EMS crews.
- 164 specialty inspections and site permits completed including those for fireworks sales and tents and customer complaint inspections.
- 28 fire investigations conducted.
- Conducted 48 site permit inspections on 74 tanks.
- Trained 1,300 individuals at 26 different businesses on fire extinguishers and fire safety.
- 10 unsafe living conditions investigated.
- In spring, the ambulance companies and fire inspectors presented fire and water safety information to 1,500 4th and 5th graders. In fall, fire prevention activities were conducted for 3,600 students at 18 schools for all students grades K-3 and for over 925 children at 18 sites for 4-year-old kindergarten.

Fire & Rescue Department - Inspections Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Deputy Chief	1.00	1.00	1.00
Division Chief	1.00	1.00	1.00
Fire Inspector I	0.75	0.75	0.75
Fire Inspector II	1.00	1.00	1.00
Clerk III	1.00	1.00	1.00
Total FTE Positions	4.75	4.75	4.75



City of Eau Claire 2015 Adopted Program of Services

Non-Departmental

The Non-Departmental division includes several different programs that have city-wide implications and are not identified with a particular department. Among the expenses paid from these accounts are payments to Public Access TV and Senior Central, special assessments for street and utility work abutting city-owned property, payments on city's debt, subsidies for various operating funds and capital project transfers. The division also includes a contingency appropriation for unexpected events.

Objectives

- Reconciliation of debt costs to the tax levy for debt service.
- Operational subsidies for Public Transit, Economic Development, Fairfax Municipal Pool, Cemetery Maintenance and Hobbs Ice Center.
- Support for the 5-year Capital Improvement Plan.

Outputs

- A transfer of \$7,809,000 to the Debt Service Fund.
- Operating subsidies and capital transfers as listed below.

CIP Transfers		Subsidies	
Land, Buildings & Equipment	\$ 1,450,300	Public Transit	\$ 1,106,000
Street Improvements	1,178,500	Economic Development	100,000
Bridge Improvements	9,200	Fairfax Municipal Pool	84,700
Park Improvements	150,000	Cemetery Maintenance	280,000
Parking	100,000	Hobbs Ice Center	81,700
Fairfax Municipal Pool	40,000		
Total CIP Transfers	<u>\$ 2,928,000</u>	Total Subsidies	<u>\$ 1,652,400</u>

Non-Departmental Expenditure Summary

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Expenditures & Other Financing Uses:					
Personnel Services	\$ 59,832	\$ 138,400	\$ 93,490	\$ 138,400	\$ 154,800
Contractual Services	30,145	127,900	84,001	127,900	120,300
Fixed Charges	77,984	183,600	14,300	183,600	145,800
Contributions & Other Payments	266,693	145,300	89,771	145,300	150,800
Other Uses	7,520,543	9,413,800	-	9,413,800	9,661,400
Transfers to CIP Programs	2,787,900	2,760,900	-	2,760,900	2,928,000
Total Expenditures & Other Financing Uses:	<u>\$ 10,743,097</u>	<u>\$ 12,769,900</u>	<u>\$ 281,562</u>	<u>\$ 12,769,900</u>	<u>\$ 13,161,100</u>

City of Eau Claire, Wisconsin

2015 Adopted

Program of Services

November 11, 2014



Special Revenue Funds

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City of Eau Claire 2015 Adopted Program of Services

Economic Development

Partners

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

The City of Eau Claire’s Economic Development division’s mission is to grow local businesses, facilitate expansions and recruit outside businesses to locate in Eau Claire in order to increase quality of living, add well-paying jobs for our citizens and grow the tax base. The division markets the City as a great place to live, work and play. The division is responsible for administering the city’s economic development goals and strategies, business incentive programs, promoting the local economy as a desirable location, collecting and maintaining statistical information and negotiating the sale of land in the city’s industrial parks. Most recently, the Economic Development division has been heavily involved in the redevelopment of the downtown area. The division serves 66,530 residents, 4,437 businesses, 137 manufacturers and 554 downtown businesses.

Objectives

- Lead agency for economic development projects in the City of Eau Claire.
- Downtown revitalization.
- Financial assistance (Revolving Loan Fund, Business Development Fund, Commercial Center Façade Loan, Industrial Revenue Bonds, Regional Business Fund Micro Loans and Downtown Façade Program).
- Business retention and recruitment (available property database, financial programs, groundbreakings, ribbon cuttings, site selection assistance and entrepreneur assistance).
- Statistical information collection (industrial and commercial construction statistics, vacancy inventory rates, industrial park absorption, cost of living index and workforce data).
- Other initiatives (community involvement, student talent retention and creative class efforts).

Outputs

- Approved a Micro Loan Fund to Infinity Beverages, LLC and in process of approval for Pan Asia Kitchen, LLC.
- Approved an extension for project completion on a Commercial Façade Loan made to Zank Investment Properties, LLC.
- Approved a Revolving Loan Fund for Provyro Transport, LLC, Four, LLC, and RAI Stone Group, LLC.
- Riverside Machine & Engineering purchased and moved their headquarters to the Hutchinson Technology building.
- City approved and closed on a \$33,000 Forgivable Job Credit Loan to Riverside Machine and Engineering.
- Dynamic Fitness purchased the old 3M building and moved businesses into the building.

Economic Development Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Economic Development Administrator	1	1	1
Business Assistance Specialist	1	1	1
Total FTE Positions	2	2	2

City Funding for Development Organizations

Organization	2014	2015
	Adopted Budget	Adopted Budget
Eau Claire Area Economic Development Corporation	\$ 90,000	\$ 90,000
Downtown Fund	80,000	80,000
Redevelopment Authority	400,000	350,000
Eau Claire Innovation Center	12,100	12,100



City of Eau Claire 2015 Adopted Program of Services

*ECONOMIC DEVELOPMENT
Budget Summary
Revenues & Expenditures*

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ 77,307	\$ 77,400	\$ 52,391	\$ 82,300	\$ 78,700
Non-Operating Revenue	382,168	24,200	138,317	170,000	58,500
Other Financing Sources	100,000	100,000	385,000	485,000	100,000
Total Revenues & Other Financing Sources:	<u>559,475</u>	<u>201,600</u>	<u>575,708</u>	<u>737,300</u>	<u>237,200</u>
Expenditures & Other Financing Uses:					
Personal Services	136,161	149,100	59,880	149,100	155,200
Contractual Services	18,672	53,000	25,655	51,200	53,000
Utilities	792	700	219	700	700
Fixed Charges	1,200	1,200	600	1,200	1,200
Materials & Supplies	2,724	2,200	3,024	4,000	2,200
Contributions & Other Payments	102,100	102,100	57,100	102,100	102,100
Loans	57,488	-	352,350	352,400	-
Other Financing Uses	280,000	480,000	-	480,000	430,000
Total Expenditures & Other Financing Uses:	<u>599,137</u>	<u>788,300</u>	<u>498,828</u>	<u>1,140,700</u>	<u>744,400</u>
Excess (Deficiency) of Funding Sources over Uses	\$ (39,662)	\$ (586,700)	\$ 76,880	\$ (403,400)	\$ (507,200)
Available Fund Balance:					
Restricted:					
Noncurrent Portion of Advances	\$ 400,000			\$ 400,000	\$ 400,000
RLF Grant Proceeds	548,147			523,347	563,647
Gateway Industrial Park	950,000			950,000	950,000
Code Compliance Loans	94,250			97,250	100,000
Façade Loans	10,000			10,000	10,000
Strip Mall Façade Loan	159,165			137,765	143,365
Economic Development	1,581,570			1,221,370	665,520
Ending Balance	\$ 3,743,132			\$ 3,339,732	\$ 2,832,532



City of Eau Claire 2015 Adopted Program of Services

Community Enhancement

Activities

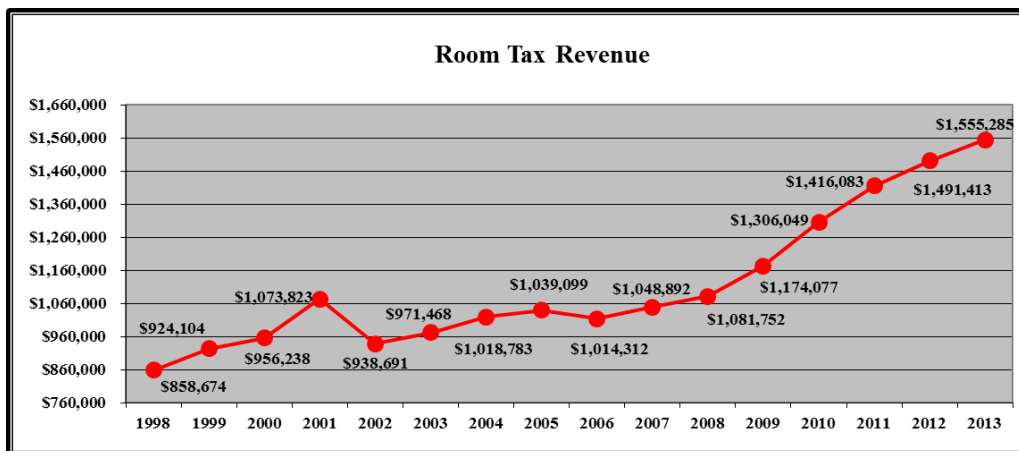
- * Room Tax Collection
 - * Tourism Support
- The Community Enhancement Fund was created in 1992 to account for the receipt and use of room tax revenues. Since 1975 the City has levied a room tax on hotels and motels within the city limits under authority of Wisconsin Statute 66.0615. The tax was increased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

Objectives

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

Outputs

- Support the Eau Claire Area Convention and Visitor’s Bureau at 56.35% of room tax and additional funding for special events - \$884,700.
- Support Outside Organizations including:
 - Regional Arts Council \$ 95,200
 - Chippewa Valley Symphony 2,500
 - Chippewa Valley Theatre Guild 4,500
 - Eau Claire Chamber Orchestra 2,500
 - Community Beautification 2,000
 - Chippewa Valley Museum 67,200
 - Paul Bunyan Camp 31,000
 - Eau Claire Children’s Museum 4,400
 - Municipal Band 3,500
 - Sculpture Tour Eau Claire 2,400
- Support Hobbs Municipal Ice Center Operating and Capital Improvement Projects - \$150,000.
- General Fund support for convention and tourism activities - \$115,000.
- Support Parks and Recreation Capital Improvement Projects - \$200,000.
- Support for Fairfax Pool Projects - \$50,000.



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



City of Eau Claire 2015 Adopted Program of Services

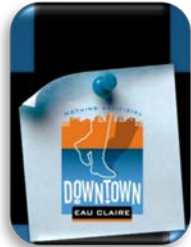
COMMUNITY ENHANCEMENT
Budget Summary
Revenues & Expenditures

Operating Budget	2013	2014	2014	2014	2015
	Actual	Adopted	6 Month	Projection	Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 1,555,285	\$ 1,525,000	\$ 587,163	\$ 1,570,000	\$ 1,570,000
Miscellaneous	490	500	60	500	500
Non-Operating Revenue	14,583	-	-	-	-
Total Revenues & Other Financing Sources:	1,570,358	1,525,500	587,223	1,570,500	1,570,500
Expenditures & Other Financing Uses:					
Contractual Services	2,242	2,400	1,946	2,400	2,400
Contributions & Other Payments	1,085,403	1,074,100	552,267	1,099,500	1,099,900
Other Financing Uses	495,000	500,000	-	500,000	515,000
Total Expenditures & Other Financing Uses:	1,582,645	1,576,500	554,213	1,601,900	1,617,300
Excess (Deficiency) of Funding Sources over Uses	\$ (12,287)	\$ (51,000)	\$ 33,010	\$ (31,400)	\$ (46,800)
Available Fund Balance:					
Restricted:					
Community Enhancement	\$ 79,081			\$ 47,681	\$ 881
Ending Balance	\$ 79,081			\$ 47,681	\$ 881



City of Eau Claire 2015 Adopted Program of Services

Downtown Fund



The Downtown Fund provides staffing for Downtown Eau Claire, Inc. (DECI), a separate non-profit corporation and the lead organization for marketing the downtown area. Created in 2002, the purpose of DECI was to carry out the recommendations of HyettPalma's Downtown Action Agenda 2001. Today its vision is to be the premier civic alliance that creates a downtown that everyone recognizes, appreciates and enjoys. Its mission is to promote the development of business, housing, cultural resources and activities. There are currently 554 businesses in the downtown area representing retail, restaurants, service, medical, manufacturing, government, entertainment and recreational facilities. At those 554 businesses, there are a total of 7,585 people who work downtown. This represents 16.7% of the City's total employees (45,477). There are 1,526 housing units available with 3,376 residents living downtown.



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

Objectives

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

Outputs

- Successfully held 6 community festivals and events that brought more than 35,000 people to the downtown area in 2013.
 - The Our City 2013 event drew more than 400 volunteers to help clean up streets and riverbanks, and sweep and paint an area of about 20 city blocks. DECI hosted this event along with Valleybrook Church.
 - The Urban Living Tour featured 6 living spaces and attracted over 400 attendees.
 - Summer Fest saw a record profit and record attendance for this major festival that featured a classic car show, a strongman competition, stage acts and Family Night in the Park. Approximately 300 attendees launched wish lanterns and watched a movie, which brought in profits of \$5,000.



Continued on next page



City of Eau Claire 2015 Adopted Program of Services

Downtown Fund (cont'd)

- The International Fall Festival's revenue in 2013 was more than the revenue of 2012 and net income totaled \$5,600. More than 100 vendors and 100 volunteers help to make this the great festival that it is. Highlights included a parade and a performance by the University of Wisconsin-Eau Claire Blugold Marching Band.
- About 2,000 little ghouls and goblins came downtown for the annual Trick or Treating event as DECI advertised and handed out candy.
- Christmastime in the City included lunch with Santa, which drew more than 200 people. The reindeer were a hit, as were wagon rides, madrigal singers, hot chocolate, cider, cookies and the lighting of the downtown Christmas tree.



- Special events profits for 2013 totaled \$12,900.
- Supported a variety of business events including the Holiday Season Opener, Sculpture Tour Eau Claire and First Fridays.
- Assisted in bringing several new businesses to the downtown area through business recruitment efforts and the annual Jump-Start Downtown business competition; four businesses entered the competition in 2013 with more than \$8,000 in prizes awarded.
- Participated in new partnership with Eau Claire-Leader Telegram. "News from Downtown Eau Claire" is included in the Leader Telegram the first Sunday of each month with a distribution of approximately 30,000 copies. An additional 300 copies are distributed by Downtown Eau Claire, Inc.
- Made and distributed 5,000 copies of the Shopping and Dining Guide and 2,500 downtown Coupon books.
- Increased website traffic, with more than 30,190 unique visitors and 109,173 page views throughout the year.
- Sent weekly e-newsletter, "News from Downtown," to nearly 2,300 people.
- Sent "Downtown Business Update" information to 673 email addresses.
- Increased Facebook followers from 2,641 to 3,600.
- DECI currently has 2,050 Twitter followers.
- Organized support for "First Fridays" in order for businesses to further encourage revitalization by staying open longer and utilize the sidewalks for sales and promotions.
- Memberships increased from 89 in 2012 to 100 in 2013.
- Changes were made to parking and parking meters that stemmed from the Downtown Master Plan.
- Promoted and wrote articles on the Sculpture Tour throughout the year in publications and on social media.
- Established Clearwater Grant Program with a donation of nearly \$36,000. Eight grants were awarded.
- Organized JAMF Software's ground breaking and other ribbon cutting celebrations.
- Held weekly informational sessions during South Barstow Street's reconstruction, as well as a media campaign, and other promotions.

Downtown Fund	FY 2013	FY 2014	FY 2015
Authorized Full-Time			
Communications & Promotions			
Coordinator	1	1	1
Total FTE Positions	1	1	1



City of Eau Claire 2015 Adopted Program of Services

*DOWNTOWN FUND
Budget Summary
Revenues & Expenditures*

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
Other Financing Sources	122,400	80,000	-	80,000	80,000
Total Revenues & Other Financing Sources:	135,400	93,000	13,000	93,000	93,000
Expenditures & Other Financing Uses:					
Personal Services	96,786	102,100	47,235	102,100	111,900
Contractual Services	20,995	1,800	957	1,800	1,800
Utilities	1,547	-	-	-	-
Fixed Charges	1,100	-	-	-	-
Materials & Supplies	1,331	-	-	-	-
Contributions & Other Payments	-	-	3,325	11,000	-
Total Expenditures & Other Financing Uses:	121,759	103,900	51,517	114,900	113,700
Excess (Deficiency) of Funding Sources over Uses	\$ 13,641	\$ (10,900)	\$ (38,517)	\$ (21,900)	\$ (20,700)
Available Fund Balance:					
Restricted:					
Loft Matching Program	\$ 11,000			\$ -	\$ -
Downtown	101,875			90,975	70,275
Ending Balance	\$ 112,875			\$ 90,975	\$ 70,275



City of Eau Claire 2015 Adopted Program of Services

Cemetery Maintenance

The City operates and maintains two public cemeteries – Forest Hill and Lakeview. Staff sell lots, dig graves and assist funeral directors and families with services in the cemeteries year round. Lakeview also maintains a historic chapel facility. There is sufficient capacity for an additional 50 years in each cemetery, approximately 6,000 total lots.

Objectives

- Provide well-maintained cemeteries for the community.
- Provide an adequate supply of available lots for burials.
- Provide assistance to funeral homes and veterans services.

Outputs

- Mow and trim 40 acres of lawn at Forest Hill Cemetery and 40 acres of lawn at Lakeview Cemetery.
- Dig graves as requested by funeral home directors.
- Sell burial lots, columbarium lots and marker permits to community residents.
- The Cemetery division has electronic records available for public access. This feature allows the public to view burial records, enter obituaries and search maps to locate relatives and loved ones interred on the grounds at Forest Hill and Lakeview Cemeteries at webcemeteries.com/eaucleirewi.gov.

Cemetery Maintenance Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Skilled Worker/Cemetery & Parks	1	1	1
Assistant Sexton	1	1	1
Total FTE Positions	2	2	2

	Lakeview	Forest Hill
Lots Available	3,599	2,164
Lot Sales	53	43
Columbaria Sales	5	1
Reconveyance	6	4
Grave Opening (traditional)	53	43
Cremation Opening	38	53
Marker Permits	53	38



City of Eau Claire 2015 Adopted Program of Services

CEMETERY MAINTENANCE
Budget Summary
Revenues & Expenditures

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Licenses & Permits	\$ 106,534	\$ 112,200	\$ 45,513	\$ 112,200	\$ 112,000
Fines & Forfeits	36	-	-	-	-
Charges For Services	53,831	92,000	17,269	92,000	82,400
Miscellaneous	5	-	-	-	-
Other Financing Sources	191,271	414,200	-	414,200	280,000
Total Revenues & Other Financing Sources:	351,677	618,400	62,782	618,400	474,400
Expenditures & Other Financing Uses:					
Personal Services	233,543	267,000	102,726	267,000	302,300
Contractual Services	91,923	93,700	48,813	93,300	97,400
Utilities	13,164	17,700	12,800	17,700	24,100
Fixed Charges	6,100	226,100	3,050	226,100	6,100
Materials & Supplies	10,946	13,900	8,239	14,300	44,500
Other Financing Uses	56,500	5,000	-	5,000	-
Total Expenditures & Other Financing Uses:	412,176	623,400	175,628	623,400	474,400
Excess (Deficiency) of Funding Sources over Uses	\$ (60,499)	\$ (5,000)	\$ (112,846)	\$ (5,000)	\$ -
Available Fund Balance:					
Restricted:					
Cemetery Maintenance	\$ 251,723			\$ 246,723	\$ 246,723
Ending Balance	\$ 251,723			\$ 246,723	\$ 246,723





City of Eau Claire 2015 Adopted Program of Services

Hazardous Materials Response

The Hazardous Materials Response Fund was established in 1996 to account for responses to hazardous materials spills. The West Central Regional Response Team is a joint venture between Eau Claire Fire and Rescue and Chippewa Falls Fire and Emergency Services. The team is contracted with the State of Wisconsin to deliver hazardous materials response to a northern and west central Wisconsin. City of Eau Claire tax dollars are not used to operate the team; the State of Wisconsin provides grant funding.

The team is designated a Type 1 team (one of only two in the state) and thus capable of responding to incidents involving Weapons of Mass Destruction (WMD).

Objectives

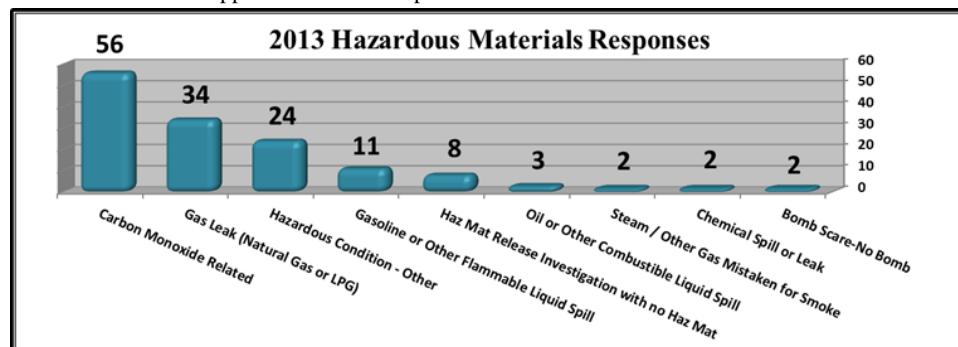
- Respond to hazardous materials (haz mat) incidents within 14-county area to provide mitigation.
- Provide consultation for emergency responders concerning haz mat situations they may encounter.
- Provide outreach presentations to law enforcement, emergency medical services, fire departments, civic groups and local government personnel throughout response area.
- Conduct training according to National Fire Protection Association (NFPA) standards. To reach this goal we send personnel to the Wisconsin Area Hazardous Materials Responders (WAHMR) conference to attend numerous classes and share the information upon their return.
- Participate in annual hazardous materials response drill.

Outputs

- Responded to Formaldehyde spill at New Auburn high school.
- Responded to numerous suspicious odor situations that warranted evacuation of building within the city. Advanced metering was utilized to determine causes and mitigation strategies.
- Gave outreach presentations to various entities within the response area. These programs teach groups how to request a regional team, what equipment we carry and the types of incidents to which we are able to respond.
- Participated in a full-scale exercise with the 54th Civil Support Team out of Madison. The 54th CST is a National Guard military unit that specialized in Weapons of Mass Destruction and radiological events. This training affords the team the opportunity to work with and learn from one of the most well-trained groups in the world.
- Captains Jaggard and Vargo attended Radiological/Nuclear training in Mercury, Nevada. This 40-hour training provides information on radiological/nuclear incidents, instrumentation and general radiological fundamentals.
- Captian Kelly and Engineer Rebischke attended Specialized CBRNE (Chemical, Biological, Radiological, Nuclear, and Explosive) training in Anniston, Alabama. This 40-hour training provides information on response procedures for incidents involving radiological and biological materials and industrial and chemical warfare agents.

42 Personnel are assigned to the Hazardous Materials Response Team

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





City of Eau Claire 2015 Adopted Program of Services

HAZARDOUS MATERIALS
Budget Summary
Revenues & Expenditures

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 107,502	\$ 113,900	\$ 56,974	\$ 113,900	\$ 113,900
Charges For Services	3,648	2,000	645	2,000	2,000
Miscellaneous	350	400	190	400	300
Total Revenues & Other Financing Sources:	<u>111,500</u>	<u>116,300</u>	<u>57,809</u>	<u>116,300</u>	<u>116,200</u>
Expenditures & Other Financing Uses:					
Personal Services	52,459	46,700	22,144	46,700	48,100
Contractual Services	14,260	24,100	14,397	24,200	24,200
Utilities	903	3,200	10	3,200	1,200
Fixed Charges	4,000	3,000	1,500	3,000	3,000
Materials & Supplies	8,226	18,200	5,039	18,100	14,600
Contributions & Other Payments	44,171	28,100	1,367	28,100	28,100
Total Expenditures & Other Financing Uses:	<u>124,019</u>	<u>123,300</u>	<u>44,457</u>	<u>123,300</u>	<u>119,200</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ (12,519)</u>	<u>\$ (7,000)</u>	<u>\$ 13,352</u>	<u>\$ (7,000)</u>	<u>\$ (3,000)</u>
Available Fund Balance:					
Restricted					
Grant Proceeds	\$ 70,546			\$ 63,546	\$ 60,546
Ending Balance	<u>\$ 70,546</u>			<u>\$ 63,546</u>	<u>\$ 60,546</u>



City of Eau Claire 2015 Adopted Program of Services



L. E. Phillips Memorial Public Library

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



The library's mission is to provide free and guided access to organized information, materials and activities to all community members within a welcoming environment. Materials and services include:



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



Outputs – 2013

- Annual Library Visits – 494,777
- Circulation and Interlibrary Loan activity – 1,277,114
- Media Download Circulation – 33,332 (music); 32,242 (e-books); 14,127 (audiobooks); 19 (e-video)
- Number of users of electronic resources – 77,773
- Reference transactions – 65,468
- Library program attendance – 19,460 children and teens; 2,826 adults
- Summer Library Program registration – 2,355 children and 594 teenagers
- Volunteer hours – 3,929
- Home Delivery Service Customers – 194
- At the end of 2013, the library collection included – 271,678 items
- Downloadable (audio, video, e-book) materials and databases offered (local, regional, state) – 68,967
- Number of registered borrowers – 46,880



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

	FY2013	FY2014	FY2015
Library Director	1.000	1.000	1.000
Professional 5	1.000	1.000	1.000
Professional 3	2.000	2.000	2.000
Professional 2	6.000	5.000	5.000
Professional 1	1.000	2.000	2.000
Library Associate II	5.725	5.725	5.725
Library Associate I	4.625	4.775	4.775
Library Assistant II	4.250	3.500	3.500
Library Assistant I	5.148	6.108	6.108
Desk Clerk	5.500	5.025	5.025
Total FTE Positions	36.248	36.133	36.133



City of Eau Claire 2015 Adopted Program of Services

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

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 2,891,000	\$ 2,900,700	\$ 2,900,700	\$ 2,900,700	\$ 2,929,300
Fines & Forfeits	106,324	110,600	53,054	110,600	109,000
Charges For Services	5,758	6,100	3,529	6,100	7,000
Charges For Services - Intragovernmental	575,331	559,700	269,799	559,700	569,500
Other Operating Revenue	245,332	231,900	231,860	231,900	221,100
Miscellaneous	93,449	39,100	41,951	39,100	43,800
Other Financing Sources	-	100	25	100	100
Total Revenues & Other Financing Sources:	3,917,194	3,848,200	3,500,918	3,848,200	3,879,800
Expenditures & Other Financing Uses:					
Personal Services	2,568,820	2,682,600	1,215,612	2,692,600	2,711,700
Contractual Services	251,163	312,400	180,443	301,300	323,100
Utilities	92,492	108,900	48,606	108,900	100,800
Fixed Charges	30,679	50,200	16,195	40,200	31,700
Materials & Supplies	659,715	620,900	345,637	776,000	621,400
Capital Outlay	6,180	10,000	9,879	10,000	15,800
Other Financing Uses	145,682	225,700	186,000	225,700	229,800
Total Expenditures & Other Financing Uses:	3,754,731	4,010,700	2,002,372	4,154,700	4,034,300
Excess (Deficiency) of Funding Sources over Uses	\$ 162,463	\$ (162,500)	\$ 1,498,546	\$ (306,500)	\$ (154,500)
Available Fund Balance:					
Nonspendable:					
Prepayments	\$ 32,296			\$ 27,000	\$ 27,000
Inventory	3,000			3,000	3,000
Restricted:					
Library	571,804			404,969	250,469
Gifts & Donations	144,369			-	-
Library Capital	80,000			90,000	90,000
Ending Balance	\$ 831,469			\$ 524,969	\$ 370,469



City of Eau Claire 2015 Adopted Program of Services

City-County Health Department



The mission of the city-county health department is keeping people in all Eau Claire City/County communities safe and healthy. To accomplish this mission, the Department provides a wide array of public health services through organized programs that assure a safe and healthy environment, prevent disease and disability, and promote positive health practices. The Department collaborates closely with community partners to identify and respond to diseases and conditions that are preventable. Also provided are programs and services mandated by state statute and local ordinance.

Divisions

- ∞ Administration
- ∞ Health Education
- ∞ Public Health
Nursing and
Nutrition
- ∞ Environmental
Health and Lab

2012-2016 Strategic Priorities

- Continue to build a cohesive health department team.
- Improve and prioritize health department services and operations.
- Increase health department visibility, accessibility and external communication.
- Continue to engage the community in collaborative public health action.

Outputs

- Health care cost savings through prevention and early intervention efforts.
- Community coordination for prevention and health promotions.
- Access to health and dental care through advocacy, health benefits counseling and service provision.
- Reduction of tobacco use and youth alcohol use.
- 2014 County Health Ranking Report: 12th among 72 counties.
- Protection of surface and groundwater from human health hazards.
- Early identification, treatment and prevention of spread of communicable disease.
- Adequate and appropriate nutrition for children.
- Healthy children in our schools and families.
- Prevention of teen and unwanted pregnancies.
- Protection from rodent, insect and animal vectors of disease.
- Safe and lead free housing.
- A community prepared for public health emergencies.
- Sustained/improved quality of life for community residents.
- A healthy community where we can live, work, learn and play.

Programs include:

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



City of Eau Claire 2015 Adopted Program of Services

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

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 1,691,400	\$ 1,706,800	\$ 1,706,800	\$ 1,706,800	\$ 1,723,200
Intergovernmental	901,839	709,300	524,664	989,000	1,089,800
Licenses & Permits	403,178	397,200	356,400	397,200	476,500
Charges For Services	124,006	159,000	59,960	228,900	146,200
Charges For Services - Intragovernmental	1,395,683	1,610,800	633,771	1,505,400	1,526,400
Miscellaneous	37,230	14,700	30,536	86,800	10,500
Other Financing Sources	62,101	62,000	26,550	100,700	62,000
Total Revenues & Other Financing Sources:	4,615,437	4,659,800	3,338,681	5,014,800	5,034,600
Expenditures & Other Financing Uses:					
Personal Services	3,975,519	4,119,500	1,955,888	4,331,500	4,421,500
Contractual Services	324,433	306,700	158,795	357,700	313,800
Utilities	20,625	20,600	10,927	22,500	21,700
Fixed Charges	18,093	20,300	18,821	23,500	23,000
Materials & Supplies	196,423	282,200	89,061	300,200	222,200
Contributions & Other Payment	3,549	-	4,718	4,800	3,300
Capital Purchases	18,936	-	25,167	25,200	-
Other Financing Uses	32,513	31,800	-	31,800	31,100
Total Expenditures & Other Financing Uses:	4,590,091	4,781,100	2,263,377	5,097,200	5,036,600
Excess (Deficiency) of Funding Sources over Uses	\$ 25,346	\$ (121,300)	\$ 1,075,304	\$ (82,400)	\$ (2,000)
Available Fund Balance:					
Nonspendable:					
Prepayments	\$ 90,933			\$ 75,000	\$ 75,000
Inventory	642			1,000	1,000
Restricted:					
Health Department	713,544			646,719	644,719
Ending Balance	\$ 805,119			\$ 722,719	\$ 720,719



City of Eau Claire 2015 Adopted Program of Services

Activities

- Personnel
Recruitment,
Evaluation &
Training
- Accounts
Receivable/Payable
and Purchasing
- Payroll/benefits
- Information Systems
Support
- Website
Development &
Maintenance
- Facilities/Equipment
Management
- Program Clerical
Support
- Emergency
Preparedness/
Response

City-County Health Dept: Administration

Administration provides leadership and support to other divisions and functions of the department.

Objectives

- Provide agency level supervision, direction and evaluation of public health staff and programs.
- Develop and execute the department's budget using guidelines of the City, County & Board of Health.
- Manage the department's strategic planning process.
- Build collaborative capacity to effectively respond to priority public health issues and public health emergencies.
- Assure enforcement of public health laws/regulations.

Outcomes - select

- Filled all vacancies and oriented successfully to department activities/functions.
- Developed QI training plan and QI core team to build process improvement in agency.
- Revised employee handbook and updated salary schedule.
- Continued development and recruitment for the Eau Claire County Medical Reserve Corps Unit.
- Completion of the public health emergency hazard vulnerability assessment with partners.
- Maintained award winning professional staff.

Activities

- Alliance for
Substance Abuse
Prevention
- Tobacco and alcohol
compliance checks
- HWPP Grant to
support population
health data use
- Eau Claire Healthy
Communities
- Community Health
Assessment
- Q1 Core Team

City-County Health Dept: Health Education

- Provide public health education, outreach, social marketing and health messaging.
- Sustain tobacco/alcohol prevention infrastructure and strategies.
- Support agency level grant writing, strategic planning, quality improvement and performance management.
- Support community and systems interventions to impact environment and policies.

Outcomes - select

- Enforcement of tobacco and alcohol policy/statutes.
- Continued decrease in reported alcohol, tobacco and other drug use in youth.
- Launch of www.echealthycommunities.org web portal for data.
- Completed county level health assessment and plan.
- Reorganization of Eau Claire Healthy Communities with leadership and funding from key healthcare partners.

Health Dept - Administration Authorized Full-Time

	FY2013	FY2014	FY2015
Health Department Director	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	0.00
Front/Medical Office Associate	3.40	3.40	4.21
Program Office Specialist	0.60	0.60	0.65
Community Advocacy Director/Supervisor	0.40	0.40	0.70
Community Health Educator	0.60	0.60	0.73
Budget Specialist	0.00	0.00	1.00
Manager of Internal Operations	0.00	0.00	1.00
Program Assistant	0.00	0.00	0.13
Total FTE Positions	7.00	7.00	9.42



City of Eau Claire 2015 Adopted Program of Services

City-County Health Dept: Environmental Health and Public Health Lab

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
- ☞ Childhood Lead Poisoning Prevention
- ☞ Air Pollution Control
- ☞ Radiation Protection
- ☞ Public Health Lab capacity

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

Objectives

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

Outputs

- 34 confirmed interdepartmental food/water borne communicable disease investigations.
- 2,273 food product/ingredient samples and swabs.
- 946 food service inspections (includes all types), of those 100 were re-inspections.
- 12 food-borne illness complaint investigations.
- 18,226 microbiological and chemical laboratory sample analyses.
- 192 animal bite investigations/consultations.
- 496 housing inspections and 1056 re-inspections.
- 15 inspections with Eau Claire County Human Services - hoarding.
- 946 recreational water samples (pools and beaches).
- 100% licensed facility (e.g. restaurants, campgrounds, etc.) inspection rate.
- All schools inspected twice during the school year.
- 33 Human Health Hazard/Public Health Nuisance Properties.
- 451 solid waste inspections, including 115 garbage truck inspections.
- 15 lead samples and 4 home lead investigations.
- 48 air program inspections, 6 incinerator inspections and 59 air samples.

Health Dept - Environmental Health Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Supervisor	1.00	1.00	1.00
Environmental Health Specialist II	5.50	5.50	3.90
Laboratory Chemist/ Microbiologist II	1.00	1.00	2.00
Microbiology Coordinator	1.00	1.00	0.00
Laboratory Technician I	0.75	0.75	0.00
Environmental Health Technician	1.00	1.00	0.00
Environmental Health Aide	0.23	0.00	1.00
Chemist/Microbiologist I	0.00	0.00	0.93
Environmental Health Specialist I	0.00	0.00	2.03
Total FTE Positions	11.48	11.25	11.86



City of Eau Claire 2015 Adopted Program of Services

City-County Health Dept: Public Health Nursing

Activities

- ☞ Immunization and TB testing The public health nursing and nutrition division works to promote/maintain/restore health and prevent disease and injury with vulnerable populations and individuals/families as well as the community as a whole.
- ☞ Sexually Transmitted Infection Clinic **Objectives - select**
 - Prevent/control communicable disease transmission.
 - Improve infant/mother health outcomes through assuring early prenatal care, breastfeeding and nutrition.
 - Increase parenting skills with special focus on families at risk for child abuse and neglect.
 - Promote reproductive health and facilitate safe, effective and successful family planning.
 - Provide health screening and preventive health services in Eau Claire City/County schools.
 - Improve access to continuous health care, dental care and mental health care for underserved groups.
- ☞ HIV/AIDS Testing & Counseling **Outputs - select**
 - 886 communicable disease investigations.
 - 1,456 immunizations to 1,009 infants, children and adults to protect against 15 diseases.
 - 444 influenza vaccinations.
 - 965 prenatal care coordination visits to 396 women.
 - 4,246 family health visits for assessment, teaching and case management.
 - 215 adult health clinic visits for 40 rural residents.
 - 933 women and 124 men received reproductive health/family planning services.
 - 2,863 children received school-based oral health preventive services.
 - 728 childhood blood lead tests provided.
 - 208 women of low-income enrolled for cancer screenings.
- ☞ Communicable Disease Treatment, Prevention & Control
- ☞ Oral Health
- ☞ Family Planning Clinic
- ☞ Health Benefits Counseling
- ☞ Adult Health Clinics
- ☞ WI Well Woman Health Screening for Women
- ☞ School Health Consultation
- ☞ Blood Lead Screenings
- ☞ Prenatal Care Coordination
- ☞ Farmer's Market Nutrition Program
- ☞ WIC Supplemental Nutrition for Women Infants & Children
- ☞ HeadStart, School and Community Nutrition Programs

City-County Health Dept: Public Health Nutrition

Objectives- select

- Promote and maintain the health and well-being of nutritionally at-risk pregnant, breastfeeding and postpartum women, infants and children.
- Facilitate the provision of quality nutrition education and obesity prevention in the community.
- Improve the community's intake of fruits and vegetables.

Outputs - select

- 3,419 WIC participants received supplemental food, nutrition assessment/education/referrals.
- 1,380 families and 375 health care providers received cutting edge nutrition and physical activity information via newsletter.
- 114 children enrolled in head start received nutrition assessments and follow up care.
- 1,215 WIC families received vouchers for use in area farmers' markets.
- 181 pregnant and new moms received breastfeeding peer counseling.

Health Dept - Public Health Nursing Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Director of Nursing	1.00	1.00	1.00
Supervisor of Nursing	1.60	1.60	1.60
Public Health Nurse	10.97	9.97	10.10
Health Benefits Specialist	0.10	0.10	0.15
Public Health Aide	0.45	0.53	0.52
Bilingual Health Aide	0.70	0.70	0.77
Bilingual Interpreters	0.05	0.05	0.08
Public Health Nutritionist	0.40	0.40	0.50
Dietician	0.00	0.00	0.14
Total FTE Positions	15.27	14.35	14.86



City of Eau Claire 2015 Adopted Program of Services

Community Development Block Grant (CDBG)

The City Housing division administers the City of Eau Claire's Community Development Block Grant (CDBG) program. The CDBG program is funded annually by HUD to provide decent housing, suitable living environments and expanded economic opportunities principally for low and moderate-income persons.

Objectives

- Acquire and rehabilitate 1 single family home for the home ownership program.
- Provide housing rehabilitation loans to 11 homeowners.
- Lead remediation assistance to 7 homeowners.
- Provide planning and management funding for 4 neighborhood associations.
- Provide Tenant Based Rental Assistance (TBRA) to 50 households.
- Provide Down Payment Closing Cost Assistance (DPCC) to 1 first time homebuyer.
- Provide funding to 11 Public Services with the City of Eau Claire.
- Provide funding to the City/County Health Department to continue the Code Enforcement Program

Outputs

HOUSING DIVISION

- Assisted 1 homebuyer with direct homeownership assistance
- Rehabilitated 12 owner-occupied residential units, including the abatement of lead in 10 of those units and the abatement of asbestos in 1 unit.
- 13 low/mod homeowners received HOME Weatherization Grants (9 – Eau Claire Housing Division and 4 – Western Dairyland)
- 1 single family home was purchased and will be rehabilitated for the Homeownership Program.
- Provided funding to the City of Eau Claire Public Works Department for alley improvements.

PROVIDED FUNDING TO ASSIST PUBLIC SERVICES:

- 49 persons facing domestic violence sought shelter and support services.
- 120 families received case management assistance to help care for their children.
- 943 persons sought emergency shelter as a result of homelessness.
- 1271 received primary health care services from the free clinic.
- 20,289 individuals received food from the food pantry.
- 794 persons received meals from the Community Table soup kitchen.
- 50 households received rental assistance with the Housing Choice Voucher program.
- 545 Hmong households received tenant/landlord counseling.
- 54 Women and minorities received employment & business start-up services.

CDBG

Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Housing Division Administrator	0.30	0.30	0.30
Housing Rehabilitation Specialist	1.00	1.00	1.00
Accounting Assistant	0.03	0.03	0.03
Office Associate	0.10	0.10	0.10
Program Specialist	0.80	0.80	0.80
Rental Specialist	0.03	0.03	0.03
Total FTE Positions	2.26	2.26	2.26



City of Eau Claire 2015 Adopted Program of Services

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

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Intergovernmental	\$ 735,914	\$ 533,100	\$ 124,972	\$ 533,100	\$ 533,900
Program Income	205,248	150,000	62,090	110,000	100,000
Total Revenues & Other Financing Sources:	<u>941,162</u>	<u>683,100</u>	<u>187,062</u>	<u>643,100</u>	<u>633,900</u>
Expenditures & Other Financing Uses:					
Personal Services	155,545	172,100	82,928	181,500	166,200
Contractual Services	127,696	54,900	13,173	44,600	52,300
Utilities	531	400	219	600	600
Fixed Charges	510	1,900	2,105	2,800	4,900
Materials & Supplies	2,478	2,700	936	2,500	2,700
Contributions & Other Payments	120,272	101,000	41,241	101,000	115,000
Capital Purchases	254,479	231,800	22,225	231,800	160,000
Other Financing Uses	231,831	118,300	42,850	78,300	132,200
Total Expenditures & Other Financing Uses:	<u>893,342</u>	<u>683,100</u>	<u>205,677</u>	<u>643,100</u>	<u>633,900</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ 47,820</u>	<u>\$ -</u>	<u>\$ (18,615)</u>	<u>\$ -</u>	<u>\$ -</u>
Available Fund Balance:					
Nonspendable:					
Prepayments	\$ 24			\$ -	\$ -
Restricted:					
Grant Proceeds	128,270			128,294	128,294
Ending Balance	<u>\$ 128,294</u>			<u>\$ 128,294</u>	<u>\$ 128,294</u>



City of Eau Claire 2015 Adopted Program of Services

Landfill Remediation

The City of Eau Claire owned and operated a landfill located off Highway C in the Town of Union from the early 1960s through the late 1970s. The landfill, which sits on a 100-acre site, collected household and industrial waste from Eau Claire County and the surrounding area. It was closed in the early 1980s.

The Landfill Remediation Fund was authorized by Council in late 1993 and accounts for transactions associated with the activities of the Potentially Responsible Parties (PRP) Group to address contamination issues at the city's former landfill.

The City of Eau Claire acts as the administrator for the PRP Group. The PRP Group has been established to respond to environmental concerns associated with the landfill site. Responsibilities include the hiring of agencies and other consultants, correction of well contamination issues and identifying other PRPs.

Objectives

- Comply with regulatory requirements.
- Provide appropriate environmental monitoring.
- Professionally and promptly respond to concerns raised by property owners in the vicinity of the landfill.

Outputs

- Continued compliance with regulatory requirements and reporting to the Wisconsin Department of Natural Resources.
- Monitored wells and extraction wells continued to be maintained and upgraded. Evaluation of existing ground water extraction system continues to be ongoing for any modifications.
- Ongoing communication and updates with property owners in the area of the landfill.



City of Eau Claire 2015 Adopted Program of Services

LANDFILL REMEDIATION
Budget Summary
Revenues & Expenditures

Operating Budget	2013	2014	2014	2014	2015
	Actual	Adopted	6 Month	Projection	Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 59,868	\$ 150,000	\$ 30,441	\$ 150,000	\$ 150,000
Total Revenues & Other Financing Sources:	<u>59,868</u>	<u>150,000</u>	<u>30,441</u>	<u>150,000</u>	<u>150,000</u>
Expenditures & Other Financing Uses:					
Contractual Services	26,602	23,000	16,772	31,100	36,100
Utilities	18,574	-	9,105	18,300	18,900
Materials & Supplies	14,692	127,000	4,564	100,600	95,000
Total Expenditures & Other Financing Uses:	<u>59,868</u>	<u>150,000</u>	<u>30,441</u>	<u>150,000</u>	<u>150,000</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Available Fund Balance:					
Restricted:					
Landfill Remediation	\$ -			\$ -	\$ -
Ending Balance	<u>\$ -</u>			<u>\$ -</u>	<u>\$ -</u>

City of Eau Claire, Wisconsin
**2015 Adopted
Program of Services**
November 11, 2014



Debt Service Funds

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City of Eau Claire 2015 Adopted Program of Services

Debt Service

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

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

- General Obligation Bonds & Notes are issued for capital construction projects and are backed by the full faith and credit of the City.
 - Number of debt issues: 20
 - Total outstanding debt as of 12/31/2014: \$89,275,000
- Tax Incremental Bonds (general obligation debt) are issued to finance TIF District improvements in the TIF project plans. Tax Incremental Bonds are paid by segregated property taxes, but are ultimately backed by the full faith and credit of the City if incremental taxes are inadequate to meet payments.
 - Number of debt issues: 6
 - Total outstanding debt as of 12/31/2014: \$9,485,000
- Revenue Bonds are issued by the Water and Sewer Utilities for capital construction projects and are backed by user fees generated from operations in the enterprise.
 - Number of debt issues: 4
 - Total outstanding debt (estimated) as of 12/31/2014: \$34,716,371

Section 67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5 percent of the equalized valuation of the taxable property in the municipality. The City Council adopted a Debt Policy in September 2014 that limits the amount of outstanding debt to 60% of the State allowable amount.

The following computation compares the total debt allowable as approved by City Council for the City of Eau Claire with actual outstanding indebtedness at December 31, 2014:

Equalized valuation including T.I.F.'s (certified, August 2014)	\$4,461,599,200
Debt capacity per State Statute (5% of equalized value)	223,079,960
Debt capacity per City Debt Policy (3% of equalized value)	133,847,976
Unused borrowing capacity per State Statute	131,230,291
Unused borrowing capacity per City Debt Policy	41,998,307
Percent of debt capacity remaining per State Statute	58.83%
Percent of debt capacity remaining per City Debt Policy	31.38%

The Debt Policy also states that the Net Direct Debt should not exceed three times (3X) the operating revenues of the City of Eau Claire.

Net Direct Debt as of 12/31/14	\$ 91,849,669
General Fund Operating Revenues (proposed 2015)	176,158,800



City of Eau Claire 2015 Adopted Program of Services

DEBT SERVICE
Budget Summary
Revenues & Expenditures

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 817,645	\$ 646,700	\$ 576,375	\$ 641,100	\$ 1,672,400
Intergovernmental	1,592	1,500	-	1,500	26,400
Charges For Services	42,500	30,600	12,500	30,600	-
Miscellaneous	8,007	9,800	2,839	6,800	11,600
Other Financing Sources	8,003,403	7,513,300	-	7,513,300	7,879,900
Total Revenues & Other Financing Sources:	8,873,147	8,201,900	591,714	8,193,300	9,590,300
Expenditures & Other Financing Uses:					
Contractual Services	53,883	54,000	5,074	54,000	57,000
Principal-G.O. Bonds	6,151,791	5,237,900	5,295,114	5,360,200	6,318,300
Principal-S/A Bonds	970,000	800,000	800,000	800,000	640,000
Interest-G.O. Bonds	2,224,147	2,607,500	1,378,277	2,607,500	2,689,300
Interest-S/A Bonds	117,920	83,100	49,580	83,100	53,600
Arbitrage Rebate	-	25,000	-	25,000	25,000
Total Expenditures & Other Financing Uses:	9,517,741	8,807,500	7,528,045	8,929,800	9,783,200
Excess (Deficiency) of Funding Sources over Uses	\$ (644,594)	\$ (605,600)	\$ (6,936,331)	\$ (736,500)	\$ (192,900)
Working Capital/Available Fund Balance:					
General Obligation Debt-Tax Levy Restricted	\$ 25,000			\$ 25,000	\$ 25,000
General Obligation Debt-Self Supporting Restricted:					
Debt Service	6,047,080			5,598,880	5,232,780
TID #5	-			-	301,300
TID #6	1,012,879			884,579	760,679
Unassigned (deficit):					
TID #7	(174,628)			(334,628)	(338,828)
Ending Balance	\$ 6,910,331			\$ 6,173,831	\$ 5,980,931

City of Eau Claire, Wisconsin

2015 Adopted Program of Services

November 11, 2014



Enterprise Funds

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City of Eau Claire 2015 Adopted Program of Services

Water Utility

The Water Utility Fund provides for the operations of the city-owned municipal water system. The fund is divided into various major accounts including well, pumpage, treatment, transmission and distribution, customer accounts and administration as required by the Public Service Commission (PSC).



Objectives

- Provide an adequate supply of potable water which meets or exceeds all state and federal standards.
- Provide municipal water with a return on investment in accordance with the PSC guidelines.
- Operate and maintain the pumping equipment and pipe system to ensure a continuous flow of potable water into the distribution system at a consistent pressure.
- Maintain an efficient water transmission and distribution system to ensure a continuous supply of water to industrial, commercial, public and residential customers along with fire protection.

Outputs

- Supply municipal water that has no violations as noted on the annual Consumer Confidence Report.
- Produce and supply water to the customer at a cost of less than \$0.003 per gallon.
- Operate the water supply system in compliance with the Wisconsin Department of Natural Resources (WDNR) regulation.

Water Utility

Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Utilities Administrator	1.00	1.00	1.00
Utilities Superintendent	1.00	1.00	1.00
Utilities Supervisor	1.00	1.00	1.00
Water Plant Supervisor	1.00	1.00	1.00
Clerk II	1.00	1.00	1.00
Operator II	1.00	1.00	1.00
Service Worker II	2.00	2.00	2.00
Operator I	8.00	8.00	8.00
Service Worker I	13.00	13.00	13.00
Total FTE Positions	29.00	29.00	29.00



City of Eau Claire 2015 Adopted Program of Services

WATER UTILITY
Budget Summary
Revenues & Expenditures

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Operating Budget					
Revenues & Other Financing Sources:					
Licenses & Permits	\$ -	\$ 2,000	\$ 141	\$ 2,000	\$ 1,000
Fines & Forfeits	1,175	-	1,026	-	2,000
Charges For Services	9,076,228	9,193,100	3,316,616	9,193,100	9,191,100
Other Operating Revenue	271,307	281,000	66,936	281,000	291,000
Miscellaneous	32,492	77,400	16,704	77,400	28,700
Non-Operating Revenue	283,902	50,100	17,394	50,100	54,000
Other Financing Sources	226	-	83	-	-
Total Revenues & Other Financing Sources:	9,665,330	9,603,600	3,418,900	9,603,600	9,567,800
Expenditures & Other Financing Uses:					
Personal Services	1,851,658	2,306,300	912,051	2,354,100	2,302,800
Contractual Services	578,427	385,100	296,451	491,900	415,100
Utilities	558,479	566,300	289,411	565,100	583,900
Fixed Charges	2,050,655	2,235,000	1,113,298	2,234,800	2,338,900
Materials & Supplies	509,679	445,400	198,696	450,200	483,800
Non-Operating Proprietary	455,219	403,400	208,470	403,400	403,500
Total Expenditures & Other Financing Uses:	6,004,117	6,341,500	3,018,377	6,499,500	6,528,000
Excess (Deficiency) of Funding Sources over Uses	\$ 3,661,213	\$ 3,262,100	\$ 400,523	\$ 3,104,100	\$ 3,039,800
Working Capital:					
Beginning Balance	\$ 3,016,058			\$ 3,013,049	\$ 2,441,879
Changes in Working Capital:					
From Operations	3,661,213			3,104,100	3,039,800
From Bond Issue	-			-	5,000,000
Less Non-Cash Developer Contributions	(191,631)			-	-
Less Principal on Debt	(1,188,642)			(1,256,800)	(493,700)
Less Transfers to CIP	(2,688,300)			(2,460,000)	(2,347,500)
Less Bond Funded CIP	-			-	(5,000,000)
Change in Balance Sheet Accounts	137,817			-	-
Dec (Inc) In Restricted Cash	266,534			41,530	2,300
Ending Balance	\$ 3,013,049			\$ 2,441,879	\$ 2,642,779



City Well



City of Eau Claire 2015 Adopted Program of Services

Sewer Utility

The Sewer Utility Fund provides for the operations of the city owned wastewater treatment facility and sewage collection system. The fund is divided into various major accounts including wastewater treatment, sanitary sewer collection system maintenance, interceptor sewer maintenance, industrial pretreatment and administration.

Objectives

- Operate the wastewater treatment plant in compliance with the effluent limitations of the Wisconsin Pollution Discharge Elimination System discharge permit.
- Provide wastewater treatment to the service area including the City of Eau Claire, City of Altoona and a portion of the former Washington Heights Sewer District.
- Monitor and enforce an industrial pretreatment program.
- Ensure that the sanitary sewer collection system is maintained in a satisfactory condition.

Outputs

- Achieve a score of 3.5 or greater on the Compliance Maintenance Annual Report. – The Sewer Utility received a rating of 3.53 in 2013.
- Clean and inspect the sewer collection system to cause less than 10 main-related service calls per year.
- Convey and treat wastewater at a cost of less than \$0.004 per gallon.

Sewer Utility Authorized Full-Time	FY 2013	FY 2014	FY 2015
Utilities Chemist	1.0	1.0	1.0
Wastewater Plant Supervisor	1.0	1.0	1.0
Utilities Supervisor	1.0	1.0	1.0
Utilities Engineer	1.0	1.0	1.0
Assistant Chemist	1.0	1.0	1.0
Clerk II	0.5	0.5	0.5
Operator II	2.0	2.0	2.0
Service Worker II	1.0	1.0	1.0
Laboratory Technician	1.0	1.0	1.0
Operator I	10.0	10.0	10.0
Service Worker I	7.0	7.0	7.0
Total FTE Positions	26.5	26.5	26.5



City of Eau Claire 2015 Adopted Program of Services

SEWER UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 9,649,492	\$ 9,180,500	\$ 3,784,396	\$ 9,180,500	\$ 9,390,300
Other Operating Revenue	87,480	81,100	21,940	81,100	85,000
Miscellaneous	44,360	37,800	26,197	37,800	36,000
Non-Operating Revenue	332,833	30,600	28,900	30,600	24,800
Other Financing Sources	-	-	-	-	-
Total Revenues & Other Financing Sources:	10,114,165	9,330,000	3,861,433	9,330,000	9,536,100
Expenditures & Other Financing Uses:					
Personal Services	2,434,044	2,520,400	988,539	2,520,400	2,615,100
Contractual Services	899,186	1,011,700	413,412	1,011,200	1,059,500
Utilities	626,044	497,800	325,408	497,800	547,400
Fixed Charges	515,220	523,300	261,660	523,300	556,500
Materials & Supplies	861,044	785,400	370,793	785,900	844,200
Non-Operating Proprietary	91,574	988,900	295,664	988,900	1,031,800
Total Expenditures & Other Financing Uses:	5,427,112	6,327,500	2,655,476	6,327,500	6,654,500
Excess (Deficiency) of Funding Sources over Uses	\$ 4,687,053	\$ 3,002,500	\$ 1,205,957	\$ 3,002,500	\$ 2,881,600
Working Capital:					
Beginning Balance	\$ 6,850,105			\$ 5,522,205	\$ 5,625,105
Changes in Working Capital:					
From Operations	4,687,053			3,002,500	2,881,600
From Bond Issue	14,917,448			20,151,897	4,399,985
Less Non-Cash New Construction	(277,614)			-	-
Less Principal on Debt	(56,635)			(60,800)	(65,200)
Less Transfers to CIP	(2,475,000)			(2,040,000)	(1,540,000)
Less CIP Projects Bond Funded	(14,917,448)			(20,151,897)	(4,399,985)
Changes in Sheet Accounts Balance:	(1,514,704)			-	-
Dec (Inc) In Restricted Cash	(1,691,000)			(798,800)	(1,247,300)
Ending Balance	\$ 5,522,205			\$ 5,625,105	\$ 5,654,205



City of Eau Claire 2015 Adopted Program of Services

Storm Water Utility

The Storm Water Utility Fund provides for the operation and maintenance of and improvements to the storm water drainage system.

Objectives

- Compliance with the Wisconsin Pollution Discharge Elimination System NR 216 water discharge permit.
- Acquisition, construction and maintenance of storm water detention basins.
- Review and approval of development plans for compliance with the city regulations.
- Repair, clean and maintain the drainage inlets, pipes and conveyance systems.

Outputs

- Compliance with the conditions of the storm water discharge permit as detailed in the annual report to the WDNR.
- Provide maintenance of the city storm water system at an average cost of less than \$50.00 per year per resident. (\$33.94 in 2013)
- Reviewed 46 site plans and 6 plats for compliance with City regulations in 2013.

Storm Water Utility Authorized Full-Time

Engineering Technician I

Total FTE Positions

	FY2013	FY2014	FY2015
Engineering Technician I	1	1	1
Total FTE Positions	1	1	1





City of Eau Claire 2015 Adopted Program of Services

STORM WATER UTILITY Budget Summary Revenues & Expenditures

Operating Budget	2013	2014	2014	2014	2015
	Actual	Adopted	6 Month Actual	Projection	Adopted
Revenues & Other Financing Sources:					
Charges For Services	\$ 4,052,266	\$ 4,217,800	\$ 1,724,746	\$ 4,217,800	\$ 4,342,200
Other Operating Revenue	32,238	24,000	10,423	24,000	30,000
Miscellaneous	53,549	47,400	19,068	47,400	37,900
Non-Operating Revenue	1,060,823	300	-	300	400
Total Revenues & Other Financing Sources:	<u>5,198,876</u>	<u>4,289,500</u>	<u>1,754,237</u>	<u>4,289,500</u>	<u>4,410,500</u>
Expenditures & Other Financing Uses:					
Personal Services	546,339	772,700	243,572	772,700	738,700
Contractual Services	1,224,521	642,200	287,491	642,200	650,200
Utilities	101,643	115,900	1,829	115,900	119,000
Fixed Charges	373,750	382,600	190,820	382,600	406,900
Materials & Supplies	9,007	15,500	4,656	15,500	16,500
Non Operating Proprietary	725,962	684,600	321,037	684,600	594,600
Total Expenditures & Other Financing Uses:	<u>2,981,222</u>	<u>2,613,500</u>	<u>1,049,405</u>	<u>2,613,500</u>	<u>2,525,900</u>
Excess (Deficiency) of Funding Sources over Uses	\$ 2,217,654	\$ 1,676,000	\$ 704,832	\$ 1,676,000	\$ 1,884,600
Working Capital:					
Beginning Balance	\$ 2,943,867			\$ 2,762,118	\$ 2,303,218
Changes in Working Capital:					
From Operations	2,217,654			1,676,000	1,884,600
From Bond Issue	-			1,000,000	800,000
From Refunding Bond Issue	945,000			-	-
Less Non-Cash Developer Contributions	(1,053,463)			-	-
Less Principal on Debt	(2,288,209)			(1,419,900)	(1,521,800)
Less Transfers to CIP	(700,000)			(715,000)	(520,000)
Less CIP Projects Bond Funded	-			(1,000,000)	(800,000)
Change in Balance Sheet Accounts	697,269			-	-
Ending Balance	\$ 2,762,118			\$ 2,303,218	\$ 2,146,018



City of Eau Claire 2015 Adopted Program of Services

Parking Utility

The Parking Utility provides for the operation and maintenance of the downtown parking ramps, city-owned surface public parking lots and on-street parking meters.

Objectives

- Provide for the daily operation and maintenance of the parking ramps and surface public parking lots.
- Assure the proper operation and repair of the parking meters.
- Collect revenue from the ramps and meters for the cost of providing the parking system.

Outputs

- Collect revenue from 300 parking meters.
- Maintain the parking structures for 539 parking stalls at a cost of \$200 per stall or less.

Parking Utility Authorized Full-Time	FY2013	FY2014	FY2015
Skilled Worker I	1	1	1
Total FTE Positions	1	1	1





City of Eau Claire 2015 Adopted Program of Services

PARKING UTILITY
Budget Summary
Revenues & Expenditures

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Fines & Forfeits	\$ 144	\$ -	\$ -	\$ -	\$ -
Charges For Services	163,655	196,800	86,062	196,800	192,000
Other Financing Sources	37,177	9,900	-	9,900	-
Total Revenues & Other Financing Sources:	200,976	206,700	86,062	206,700	192,000
Expenditures & Other Financing Uses:					
Personal Services	70,391	75,100	34,165	75,100	62,300
Contractual Services	92,594	52,700	47,778	52,700	48,900
Utilities	60,842	64,900	32,490	64,900	66,800
Fixed Charges	9,652	9,600	4,028	9,600	9,600
Materials & Supplies	17,107	4,400	3,296	4,400	4,400
Total Expenditures & Other Financing Uses:	250,586	206,700	121,757	206,700	192,000
Excess (Deficiency) of Funding Sources over Uses	\$ (49,610)	\$ -	\$ (35,695)	\$ -	\$ -
Working Capital:					
Beginning Balance:	\$ 19,610			\$ 9,610	\$ 9,610
Changes in Working Capital:					
From Operations	(49,610)			-	-
Less Transfer to CIP	(20,000)			-	-
Non Cash Revenues & Expenses - Net	59,610			-	-
Ending Balance	\$ 9,610			\$ 9,610	\$ 9,610





City of Eau Claire 2015 Adopted Program of Services

Public Transit

The Public Transit Fund provides for the fixed-route bus system and associated public transportation under the direction of the Eau Claire Transit Commission. The Transit Commission is responsible for establishing and monitoring a comprehensive and unified transportation system to the community. The fund is divided into various accounts including bus operations, shop operations and administration.

Objectives

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

Outputs

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

Public Transit Authorized Full-Time	FY2013	FY2014	FY2015
Transit Manager	1.0	1.0	1.0
Equipment Maintenance Supervisor	1.0	1.0	1.0
Driver Supervisor	2.5	2.5	2.5
Clerical Technician	0.0	0.0	0.0
Account Clerk I	1.0	1.0	1.0
Bus Mechanic I, II, III	2.0	2.0	2.0
Bus Operator	25.0	25.0	25.0
Combination Service Worker	2.5	2.5	2.5
Part-Time Operator	3.0	3.0	3.0
Total FTE Positions	<u>38.0</u>	<u>38.0</u>	<u>38.0</u>

Performance Measures					
Performance Measures	2009	2010	2011	2012	2013
Operating expense per passenger	\$ 3.44	\$ 3.78	\$ 3.25	\$ 3.62	\$ 3.78
Operating expense per revenue hour	66.25	75.50	76.79	80.81	77.80
Passenger per revenue hour	19.30	20.00	23.62	22.35	20.56
Passenger per capita	13.70	13.30	16.60	15.52	13.54
Revenue hours per capita	0.70	0.70	0.70	0.69	0.66
Passenger revenue per passenger	\$ 0.72	\$ 0.79	\$ 0.86	\$ 0.94	\$ 0.72
Passenger revenue to operating cost	21%	21%	27%	26%	19%



City of Eau Claire 2015 Adopted Program of Services

PUBLIC TRANSIT
Budget Summary
Revenues & Expenditures

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Operating Budget					
Revenues & Other Financing Sources:					
Fines & Forfeits	\$ 108	\$ -	\$ -	\$ -	\$ -
Charges For Services	926,899	1,014,800	500,328	1,014,800	1,021,500
Miscellaneous	43,531	50,000	24,220	50,000	44,000
Non-Operating Revenue	3,499,753	3,387,600	832,151	3,387,600	3,407,700
Other Financing Sources	753,555	1,096,500	-	1,096,500	1,106,000
Total Revenues & Other Financing Sources:	5,223,846	5,548,900	1,356,699	5,548,900	5,579,200
Expenditures & Other Financing Uses:					
Personal Services	2,506,964	2,811,500	1,238,148	2,811,500	2,931,000
Contractual Services	1,645,025	1,768,200	827,079	1,777,700	1,713,000
Utilities	9,395	9,500	4,643	9,500	11,400
Fixed Charges	161,414	169,900	81,237	169,900	170,900
Materials & Supplies	691,559	787,500	362,829	778,000	752,900
Contributions & Other Payments	122,386	-	8,982	-	-
Non Operating Proprietary	26,936	2,300	-	2,300	-
Total Expenditures & Other Financing Uses:	5,163,679	5,548,900	2,522,918	5,548,900	5,579,200
Excess (Deficiency) of Funding Sources over Uses	\$ 60,167	\$ -	\$ (1,166,219)	\$ -	\$ -
Working Capital:					
Beginning Balance	\$ 30,000			\$ 32,961	\$ 32,961
Changes in Working Capital:					
From Operations	60,167			-	-
Less Principal Payments	(43,131)			-	-
Non Cash Revenues & Expenses - Net	(14,075)			-	-
Ending Balance	\$ 32,961			\$ 32,961	\$ 32,961





City of Eau Claire 2015 Adopted Program of Services

Hobbs Municipal Ice Center

Hobbs Municipal Ice Center is located at 915 Menomonie Street and has been open to the public since 1975. It is the home rink of Eau Claire North and Memorial High Schools, the University of Wisconsin – Eau Claire (UWEC) varsity men’s and women’s hockey teams, Eau Claire Youth Hockey Club, Eau Claire Figure Skating Club and the City of Eau Claire Parks and Recreations skating programs. All of these organizations participate in the Hobbs Ice Center consortium, providing input on future planning for the facility.

Hobbs Municipal Ice Center completed a major renovation project in 2009 valued at \$5,600,000 and a dehumidification project in 2010 valued at \$400,000. The facilities include 2 indoor artificial ice rinks the size of National Hockey League (NHL) rinks, 1 artificial ice rink 80% of the size of NHL rinks, a concession stand, a club viewing area, UWEC locker rooms and coaches’ offices, 4 rentable offices, 2 meeting rooms, 4 additional locker rooms, 10 changing rooms and the Parks and Recreation administrative offices.

Objectives

- Provide high quality, affordable ice time for community residents.
- Provide ice time for organized stakeholders of the facility including schools, youth hockey, public open skate and figure skating organizations.
- Provide adequate locker rooms, concessions and spectator seating opportunities.

Outputs

- Provide ice time for games, practices, training and tournaments.
- Implement use agreements and financial billing/collection systems.
- Increase hourly ice rental rates to minimize the financial subsidy by community taxpayers.
- Generate revenues through ice rentals, sponsorships, advertising, and dry floor event sales.
- Offer dry floor training facilities for major user groups.

Hobbs Municipal Ice Center Authorized Full-Time

	FY 2013	FY 2014	FY 2015
Program Supervisor	1	1	1
Assistant Rink Manager	1	1	1
Total FTE Positions	2	2	2

Hours Rented					
Hours Rented	2009	2010	2011	2012	2013
<i>Rinks</i>					
O'Brien Rink	1,782	1,727	1,831	1,716	1,703
Akervik Rink	1,297	1,433	1,648	1,691	2,218
Hughes	120	1,179	1,100	1,292	1,387
Room Rentals	N/A	281	269	272	210
Dry Floor Rentals	N/A	16	10	18	54
Total Hours Utilized	3,199	4,636	4,858	4,989	5,572

Open Skate Attendance					
	2009	2010	2011	2012	2013
Total Paid Attendance	3,133	5,446	8,136	8,674	7,026



City of Eau Claire 2015 Adopted Program of Services

HOBBS MUNICIPAL ICE CENTER
Budget Summary
Revenues & Expenditures

Operating Budget	2013	2014	2014	2014	2015
	Actual	Adopted	6 Month	Projection	Adopted
			Actual		
Revenues & Other Financing Sources:					
Charges For Services	\$ 703,816	\$ 757,300	\$ 350,276	\$ 757,300	\$ 741,400
Miscellaneous	14,005	67,900	28,040	67,900	66,600
Other Financing Sources	314,156	125,300	-	125,300	146,700
Total Revenues & Other Financing Sources:	1,031,977	950,500	378,316	950,500	954,700
Expenditures & Other Financing Uses:					
Personal Services	219,348	234,700	108,706	237,100	211,100
Contractual Services	102,501	73,500	39,846	71,600	81,000
Utilities	308,757	265,700	158,706	265,700	283,300
Fixed Charges	9,953	9,900	4,886	9,900	10,100
Materials & Supplies	56,640	49,800	31,164	49,400	60,100
Capital Purchases	-	7,000	6,870	6,900	-
Non Operating Proprietary	115,094	109,900	54,948	109,900	104,100
Total Expenditures & Other Financing Uses:	812,293	750,500	405,126	750,500	749,700
Excess (Deficiency) of Funding Sources over Uses	\$ 219,684	\$ 200,000	\$ (26,810)	\$ 200,000	\$ 205,000
Working Capital:					
Beginning Balance	\$ -			\$ -	\$ -
Changes in Working Capital:					
From Operations	219,684			200,000	205,000
Payment on Advances	(195,000)			(200,000)	(205,000)
Non Cash Revenues & Expenses - Net	15,360			-	-
Change in Balance Sheet Accounts	(40,044)			-	-
Ending Balance	\$ -			\$ -	\$ -



City of Eau Claire 2015 Adopted Program of Services

Fairfax Municipal Pool

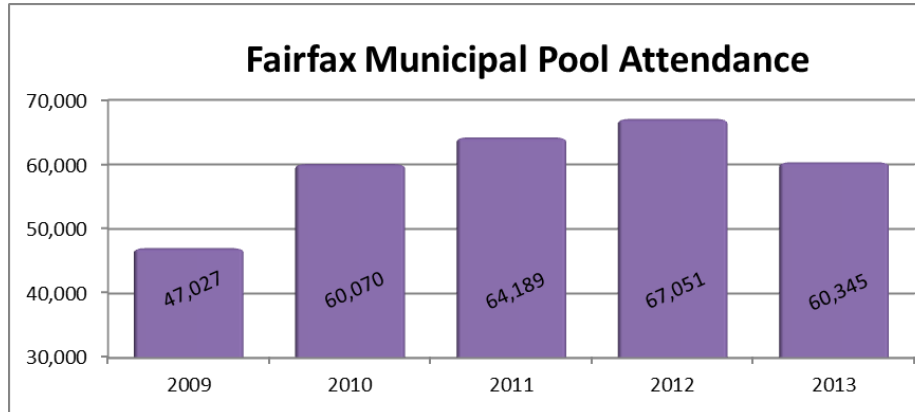
Fairfax Pool includes a 450,000-gallon main pool and a 150,000-gallon diving well, which were constructed in 1991. Features include a bathhouse, concessions stand, diving boards, raindrop, water slide, playground equipment, picnic pavilion, shaded deck area, zero depth area and a 50-meter 8-lane competitive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

Objectives

- Provide clean, safe and supervised swimming opportunities for the community.
- Provide low cost access to the pool, including daily and seasonal admissions as well as scholarship opportunities for low-income families.

Outputs

- Increase the number of interactive amenities for patrons.
- Provide daily hours for public swimming opportunities during the summer months.
- Provide opportunities for public rental of the pool facility.
- Offer competitive swimming opportunities through an agreement with the YMCA.
- Promotes aquatic safety education opportunities for area youth.



	2009	2010	2011	2012	2013
Season Pass Sales	882	864	843	883	880
Scholarships	64	53	55	67	87
Pavillion Rentals	35	35	44	41	45
Transportation Attendance	2,695	3,350	3,490	3,856	3,517



City of Eau Claire 2015 Adopted Program of Services

*FAIRFAX MUNICIPAL POOL
Budget Summary
Revenues & Expenditures*

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Fines and Forfeits	\$ -	\$ -	\$ 36	\$ -	\$ -
Charges For Services	243,776	242,900	123,469	242,900	254,200
Miscellaneous	6,120	7,000	6,599	7,000	7,200
Other Financing Sources	42,929	91,100	-	91,100	84,700
Total Revenues & Other Financing Sources:	<u>292,825</u>	<u>341,000</u>	<u>130,104</u>	<u>341,000</u>	<u>346,100</u>
Expenditures & Other Financing Uses:					
Personal Services	170,520	207,500	45,246	207,500	206,800
Contractual Services	24,180	28,500	9,672	26,700	29,400
Utilities	39,858	42,100	19,031	42,100	45,200
Fixed Charges	6,585	6,700	4,856	6,700	6,800
Materials & Supplies	56,109	56,200	19,650	58,000	57,900
Non Operating Proprietary	27,910	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>325,162</u>	<u>341,000</u>	<u>98,455</u>	<u>341,000</u>	<u>346,100</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ (32,337)</u>	<u>\$ -</u>	<u>\$ 31,649</u>	<u>\$ -</u>	<u>\$ -</u>
Working Capital:					
Beginning Balance	\$ 2,688			\$ 2,688	\$ 2,688
Changes in Working Capital:					
From Operations	(32,337)			-	-
Non Cash Revenues & Expenses - Net	32,337			-	-
Ending Balance	<u>\$ 2,688</u>			<u>\$ 2,688</u>	<u>\$ 2,688</u>

City of Eau Claire, Wisconsin

2015 Adopted

Program of Services

November 11, 2014



Internal Service Funds

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Central Equipment	G-3



City of Eau Claire 2015 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. Revenues are derived from internal service charges for insurance coverage including liability issues, property damage, worker’s compensation and the health insurance deductible. Coverage for catastrophic losses was purchased through “pooled” insurance companies formed with other Wisconsin municipalities and traditional coverage. Smaller, predictable losses are self-insured. The resulting savings have allowed the General Fund and other departments to enjoy stable or declining insurance rates for the past 25 years. Risk Management handles all claims and related matters for the City of Eau Claire and L.E. Phillips Memorial Library. Certain coverage is also provided for the City-County Health Department and Housing Authority.

Objectives

- Safeguard the financial security of the City by protecting its human, financial and property assets from 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.

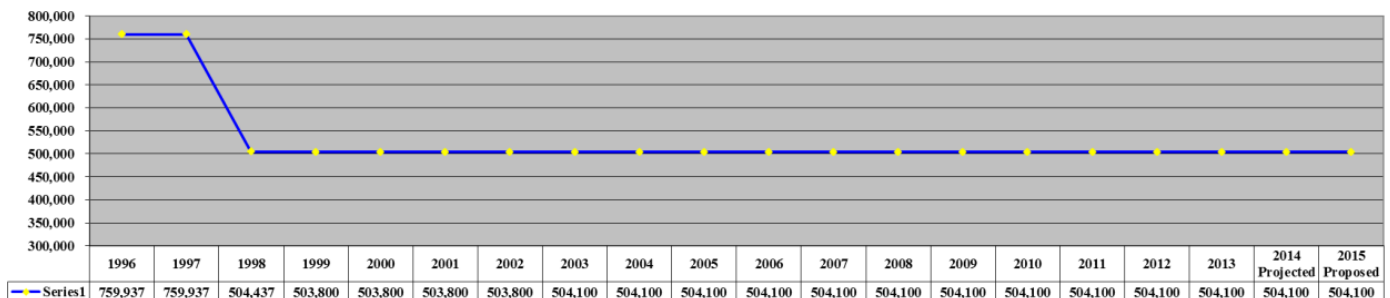


Risk Management Authorized Full-Time

Risk Manager

	FY 2013	FY 2014	FY 2015
Risk Manager	1	1	1
Total FTE Positions	1	1	1

GF Premium Charges from Risk Management





City of Eau Claire 2015 Adopted Program of Services

*RISK MANAGEMENT
Budget Summary
Revenues & Expenditures*

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Charges For Services - Intragovernmental	\$ 1,784,865	\$ 1,729,800	\$ 860,906	\$ 1,729,800	\$ 1,717,400
Other Operating Revenue	261,370	70,000	13,354	70,000	70,000
Miscellaneous	122,695	170,000	18,129	170,000	133,000
Total Revenues & Other Financing Sources:	<u>2,168,930</u>	<u>1,969,800</u>	<u>892,389</u>	<u>1,969,800</u>	<u>1,920,400</u>
Expenditures & Other Financing Uses:					
Personal Services	180,918	160,100	78,411	160,100	163,300
Contractual Services	94,726	42,500	36,567	85,300	43,300
Utilities	494	400	103	400	400
Fixed Charges	2,182,019	2,076,200	968,488	2,033,400	2,136,000
Materials & Supplies	2,781	6,100	1,063	6,100	6,200
Other Financing Uses	95,000	200,000	-	200,000	200,000
Total Expenditures & Other Financing Uses:	<u>2,555,938</u>	<u>2,485,300</u>	<u>1,084,632</u>	<u>2,485,300</u>	<u>2,549,200</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ (387,008)</u>	<u>\$ (515,500)</u>	<u>\$ (192,243)</u>	<u>\$ (515,500)</u>	<u>\$ (628,800)</u>
Working Capital:					
Beginning Balance	\$ 7,896,914			\$ 7,397,789	\$ 6,882,289
Changes in Working Capital:					
From Operations	(387,008)			(515,500)	(628,800)
Change in Balance Sheet Accounts	(112,117)			-	-
Ending Balance	<u>\$ 7,397,789</u>			<u>\$ 6,882,289</u>	<u>\$ 6,253,489</u>



City of Eau Claire 2015 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. Revenues are derived from internal service charges for equipment rental charges, fuel costs, maintenance and depreciation on the city's fleet. 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 and the garbage operation are also funded by the Central Equipment Fund.

In 2015, the General Fund departments will incur just over \$3 million in equipment rental charges, about 62% of Central Equipment's total revenue. During 2014, the parks maintenance department began its transition to the CMF. The Stores Clerk for the parks maintenance department was transferred to the Central Equipment Fund as part of the 2015 Adopted Budget.

Objectives

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

Outputs

- Operate and maintain fueling system in compliance with environmental regulations.
- Maintain 137,394 square feet of building at an operating cost of less than \$5.00 per square foot.
- 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

	FY2013	FY2014	FY2015
Service Technician	1	1	1
Clerical Technician	1	1	1
Mechanic I, III	5	5	5
Stores Clerk	1	1	2
Total FTE Positions	8	8	9



City of Eau Claire 2015 Adopted Program of Services

*CENTRAL EQUIPMENT
Budget Summary
Revenues & Expenditures*

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Operating Budget					
Revenues & Other Financing Sources:					
Intergovernmental	\$ -	\$ -	\$ 950	\$ 1,000	\$ -
Charges For Services - Intragovernmental	4,438,719	4,412,600	2,224,599	4,412,600	4,629,000
Miscellaneous	196,010	285,500	141,193	285,500	286,100
Other Financing Sources	-	2,000	14,655	2,000	2,000
Total Revenues & Other Financing Sources:	4,634,729	4,700,100	2,381,397	4,701,100	4,917,100
Expenditures & Other Financing Uses:					
Personal Services	711,555	845,700	369,973	845,700	903,900
Contractual Services	374,695	439,800	172,153	439,000	424,900
Utilities	190,737	200,100	115,605	200,100	227,300
Fixed Charges	134,908	160,800	70,933	160,700	159,700
Materials & Supplies	1,755,803	1,516,700	876,764	1,517,500	1,568,800
Non Operating Proprietary	27,398	-	38,678	-	-
Total Expenditures & Other Financing Uses:	3,195,096	3,163,100	1,644,106	3,163,000	3,284,600
Excess (Deficiency) of Funding Sources over Uses	\$ 1,439,633	\$ 1,537,000	\$ 737,291	\$ 1,538,100	\$ 1,632,500
Working Capital:					
Beginning Balance	\$ 4,270,854			\$ 4,577,307	\$ 4,321,407
Changes in Working Capital:					
From Operations	1,439,633			1,538,100	1,632,500
Transfer to CIP	(1,157,000)			(1,349,000)	(1,317,500)
Transfer to CIP-Fire Equipment	(218,200)			(445,000)	(230,600)
Non-cash Revenues & Expenses-net	242,020			-	-
Ending Balance	\$ 4,577,307			\$ 4,321,407	\$ 4,405,807

City of Eau Claire, Wisconsin

2015 Adopted Program of Services

November 11, 2014



Component Units

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North Barstow/Medical Business Improvement District #4	H-9



City of Eau Claire 2015 Adopted Program of Services

Redevelopment Authority (RDA)

Redevelopment Areas

* West Bank Redevelopment Area

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

* North Barstow Redevelopment Area

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

Objectives

- * Lake Shore School Redevelopment Area
- Downtown Revitalization
 - Redevelopment
 - Acquisition/Relocation
 - Demolition
 - Bonding
 - Project Management
 - Partnering

* SOO Line Depot Redevelopment Area

Outputs – West Bank Redevelopment Area

- The City of Eau Claire purchased the Minnesota Wire and Cable property for \$390,000.
- New redevelopment district created in 2008 consisting of 25 properties (3 residential).
- Potential for a mixed-use development or a large public multi-use facility.
- Two residential properties and one vacant lot acquired in 2009.
- Purchased properties at 28 Maple Street and 10 Maple Street in 2012.
- A vacant lot and two commercial properties were purchased in 2013.
- Purchased the Bartingale Mechanical property in 2013.
- Purchased 38 Maple Street in 2014.
- Currently in negotiations to purchase other properties.

* West Madison Street Redevelopment Area

Outputs – North Barstow Redevelopment Area

- Created in 1995 and includes Downtown TIF District #8.
- The \$500,000 Olsen Livery building was remodeled to house “The Livery a.k.a. Cowtown Saloon.”
- The former Craig Chemical building was renovated into two retail stores and second floor housing.
- \$12 million Royal Credit Union Corporate Headquarters.
- In 2009, Phoenix Parkside LLC completed a mixed-use building with 33 apartments adjacent to the Farmers’ Market Pavilion.
- In 2010, Wisconsin Street Association, LLC at 312 Wisconsin Street completed a mixed-use building adjacent to the Livery with 4,000 square feet of commercial space and 28 apartments.
- In 2011, Wisconsin Street Associates, LLC completed a mixed-use building with 27 loft apartments on Wisconsin Street.
- In 2012, Riverfront Terrace LLC finished construction and opened its 51 residential units located at 211 and 231 Wisconsin Street.
- In 2013, Riverfront Terrace broke ground on a \$5 million, 58 unit apartment building at 223 Riverfront Terrace.
- In 2013, purchased 126 North Barstow Street (Post Office).
- In 2014, worked with JAMF Software and Royal Credit Union – Ramp and temporary parking.
- In 2014, worked with the U.S. Postal Service to find a new downtown location.
- In 2014, JAMF Software moved into its new four story, 65,000 square foot building.



City of Eau Claire 2015 Adopted Program of Services

REDEVELOPMENT AUTHORITY
Budget Summary
Revenues & Expenditures

Operating Budget	2013	2014	2014	2014	2015
	Actual	Adopted	6 Month	Projection	Adopted
Revenues & Other Financing Sources:					
Miscellaneous	\$ 17,682	\$ 8,700	\$ 34,190	\$ 57,600	\$ 4,800
Total Revenues & Other Financing Sources:	17,682	8,700	34,190	57,600	4,800
Expenditures & Other Financing Uses:					
Contractual Services	5,176	14,300	1,583	13,200	13,000
Utilities	410	500	1,211	1,600	1,800
Fixed Charges	633	800	-	800	800
Materials & Supplies	66	100	30	100	100
Non Operating Proprietary	121,503	60,000	-	60,000	60,000
Total Expenditures & Other Financing Uses:	127,788	75,700	2,824	75,700	75,700
Excess (Deficiency) of Funding Sources over Uses	\$ (110,106)	\$ (67,000)	\$ 31,366	\$ (18,100)	\$ (70,900)
Working Capital:					
Beginning Balance	\$ 109,897			\$ 116,647	\$ 158,547
Changes in Working Capital:					
From Operations	(110,106)			(18,100)	(70,900)
Developer Installment	60,000			60,000	60,000
Non-cash Revenue & Expense-Net	56,856			-	-
Ending Balance	\$ 116,647			\$ 158,547	\$ 147,647



City of Eau Claire 2015 Adopted Program of Services

South Barstow Business Improvement District

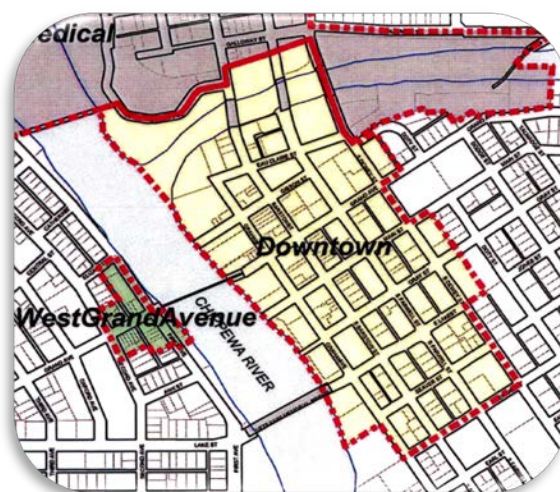
The South Barstow (formerly Downtown) Business Improvement District (BID) was created in 1984 to allow business and property owners to develop, manage and promote downtown Eau Claire and to establish an assessment method to fund these activities. The district has been in existence for 30 years. A 15-member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

Objectives

- Encourage and promote the development and vitality of the downtown area.
- Encourage convenient access to downtown via highways, urban traffic, pedestrian arterials and public transit.
- Promote an efficient system of public and private parking in the downtown area.
- Ensure that future downtown development achieves a high standard of environmental quality and urban design.
- Encourage appropriate government agencies to locate in downtown.
- Promote downtown as an employment center with a proper mix of office, retail, financial, health and professional services.
- Actively market downtown as an attractive setting for conventions, community activities and events.

Outputs

- Support and coordinate with Downtown Eau Claire Inc. (DECI).
- Fund the banner program throughout downtown Eau Claire.
- Enhance the downtown area with summer flowers and winter greens in planters and hanging baskets.
- Fund pedestrian amenities, such as benches, kiosks, music and pedestrian shelters.
- Fund trash collection from on-street receptacles.
- Host downtown events such as Summerfest and the International Fall Festival.
- First month "Rental Assistance Program" for new businesses.





City of Eau Claire 2015 Adopted Program of Services



SOUTH BARSTOW BID #1 Budget Summary Revenues & Expenditures

	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Operating Budget					
Revenues & Other Financing Sources:					
Taxes	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Miscellaneous	364	300	140	300	300
Total Revenues & Other Financing Sources:	<u>80,364</u>	<u>80,300</u>	<u>80,140</u>	<u>80,300</u>	<u>80,300</u>
Expenditures & Other Financing Uses:					
Contractual Services	6,940	17,000	21,203	27,000	17,000
Utilities	14,258	17,000	4,725	17,000	17,000
Fixed Charges	360	400	-	400	400
Materials & Supplies	8,945	18,600	9,918	18,600	18,600
Contributions & Other Payments	-	31,000	15,502	31,000	31,000
Other Financing Uses	106,400	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>136,903</u>	<u>84,000</u>	<u>51,348</u>	<u>94,000</u>	<u>84,000</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ (56,539)</u>	<u>\$ (3,700)</u>	<u>\$ 28,792</u>	<u>\$ (13,700)</u>	<u>\$ (3,700)</u>
Available Fund Balance:					
Restricted					
South Barstow Bid	\$ 20,052			\$ 6,352	\$ 2,652
Ending Balance	<u>\$ 20,052</u>			<u>\$ 6,352</u>	<u>\$ 2,652</u>



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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, 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 2015 Adopted Program of Services

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

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 13,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Miscellaneous	30	100	40	100	100
Non-Operating Revenue	3,056	1,600	833	1,600	3,100
Total Revenues & Other Financing Sources:	<u>16,086</u>	<u>16,700</u>	<u>15,873</u>	<u>16,700</u>	<u>18,200</u>
Expenditures & Other Financing Uses:					
Contractual Services	14,134	13,800	963	13,800	13,800
Gixed Charges	227	-	-	-	-
Contributions & Other Payments	-	1,200	600	1,200	1,200
Other Financing Uses	1,200	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>15,561</u>	<u>15,000</u>	<u>1,563</u>	<u>15,000</u>	<u>15,000</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ 525</u>	<u>\$ 1,700</u>	<u>\$ 14,310</u>	<u>\$ 1,700</u>	<u>\$ 3,200</u>
Available Fund Balance:					
Restricted					
West Grand BID	\$ 6,696			\$ 8,396	\$ 11,596
Ending Balance	<u>\$ 6,696</u>			<u>\$ 8,396</u>	<u>\$ 11,596</u>



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Water Street Business Improvement District

The Water Street Business Improvement District was formed in 1990 to allow business and property owners in the Water Street business community to develop, manage and promote their business district and to establish an assessment method to fund these activities. The Water Street BID stretches along both sides of Water Street from the Chippewa River west to Seventh Avenue. An 11-member board guides the district.

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 2015 Adopted Program of Services

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

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 10,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
Miscellaneous	2,750	100	110	100	100
Total Revenues & Other Financing Sources:	12,750	11,100	11,110	11,100	11,100
Expenditures & Other Financing Uses:					
Contractual Services	9,064	42,400	4,347	12,600	42,400
Fixed Charges	262	300	264	300	300
Materials & Supplies	2,225	1,600	-	1,600	1,600
Contributions & Other Payments	-	2,700	1,350	2,700	2,700
Other Financing Uses	2,700	-	-	-	-
Total Expenditures & Other Financing Uses:	14,251	47,000	5,961	17,200	47,000
Excess (Deficiency) of Funding Sources over Uses	\$ (1,501)	\$ (35,900)	\$ 5,149	\$ (6,100)	\$ (35,900)
Available Fund Balance:					
Restricted					
Water Street BID	\$ 44,780			\$ 38,680	\$ 2,780
Ending Balance	\$ 44,780			\$ 38,680	\$ 2,780



City of Eau Claire 2015 Adopted Program of Services

North Barstow/Medical Business District

The North Barstow/Medical Business Improvement District was formed in 2005 to allow business and property owners in the North Barstow and Medical district of downtown to develop, manage and promote their respective district and to establish an assessment method to fund these activities. This district extends from North Farwell Street west to include the Mayo Clinic Health System Eau Claire Hospital-Luther Campus. An 11-member board guides the district.

Objectives

- Encourage property owners to make improvements to their properties.
- Promote and encourage the creation of distinctive and visually appealing entryways to downtown via Cameron, Madison, and Galloway Streets.
- Ensure and promote the feeling of safety in the area.
- Provide for and encourage the cleanup and maintenance of the riverbanks.
- Enhance the beautification and cleanup of this area of downtown to make it attractive to visitors.
- Encourage the maintenance and upgrade of streets and parking areas in the district.
- Provide and encourage development of housing, entertainment, cultural and civic activities and facilities downtown, including Phoenix Parkside.
- Promote this part of downtown as an attractive, desirable place to live, work, shop and be entertained.

Outputs

- Support and coordinate with Downtown Eau Claire Inc. (DECI).
- Coordination and planning for planters and flowers in the district.
- Promote a zero interest loan program for façade improvements within the district.





City of Eau Claire 2015 Adopted Program of Services

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

Operating Budget	2013 Actual	2014 Adopted	2014 6 Month Actual	2014 Projection	2015 Adopted
Revenues & Other Financing Sources:					
Taxes	\$ 44,000	\$ 44,000	\$ 44,000	\$ 44,000	\$ 44,000
Miscellaneous	590	500	450	500	900
Total Revenues & Other Financing Sources:	<u>44,590</u>	<u>44,500</u>	<u>44,450</u>	<u>44,500</u>	<u>44,900</u>
Expenditures & Other Financing Uses:					
Contractual Services	19,159	20,100	17,206	31,900	27,600
Fixed Charges	-	400	-	400	400
Materials & Supplies	7,500	16,000	-	4,200	1,000
Contributions & Other Payments	-	7,500	3,750	7,500	15,000
Other Financing Uses	7,500	-	-	-	-
Total Expenditures & Other Financing Uses:	<u>34,159</u>	<u>44,000</u>	<u>20,956</u>	<u>44,000</u>	<u>44,000</u>
Excess (Deficiency) of Funding Sources over Uses	<u>\$ 10,431</u>	<u>\$ 500</u>	<u>\$ 23,494</u>	<u>\$ 500</u>	<u>\$ 900</u>
Available Fund Balance:					
Restricted					
North Barstow BID	\$ 186,125			\$ 186,625	\$ 187,525
Ending Balance	<u>\$ 186,125</u>			<u>\$ 186,625</u>	<u>\$ 187,525</u>

City of Eau Claire, Wisconsin

2015 Adopted

Program of Services

November 11, 2014



Policies

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Budget & Financial Management Policies

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City of Eau Claire



Budget & Financial Management Policies

FINANCIAL POLICIES

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

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

OPERATING BUDGET POLICIES

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

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

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

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

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

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

Lapsing Appropriations		Non-Lapsing Appropriations
General Fund	Storm Water Utility	Community Development Block Grant
Economic Development	Parking Utility	Home Grant
Community Enhancement	Public Transit	Capital Project Funds
Downtown Partners	Hobbs Municipal Ice Center	
Cemetery Maintenance	Fairfax Municipal Pool	
Hazardous Materials Response	Risk Management	<i>(Non-lapsing budgets are reviewed annually.)</i>
Public Library	Central Equipment	
City-County Health Department	Redevelopment Authority	
Landfill Remediation	S. Barstow Business District	
Debt Service Funds	W. Grand Business District	
Water Utility	Water St. Business District	
Sewer Utility	N. Barstow/Medical Business District	

City of Eau Claire 2015 Adopted Program of Services

OPERATING BUDGET POLICIES (Continued)

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

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

CAPITAL BUDGET POLICIES

Funding for infrastructure projects should be obtained from:

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

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

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

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

- Grant funds
- Special assessments
- Developer contributions

The City will develop a 5-year capital improvement program, which will be reviewed and updated annually.

The complete 5-year capital project funding plan must be balanced each year by matching projected expenditures with proposed revenue sources by fund.

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

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

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

REVENUE POLICIES

The City will seek to maintain a diversified and stable revenue system to minimize short-run fluctuations in any one revenue source.

The City will attempt to maximize benefits from major revenue sources as a way of maintaining a stable tax rate.

The City will follow an aggressive policy of collecting revenues.

The City will establish all user charges and fees at a level related to the full cost (operating, direct, and indirect) of providing the service, whenever practical.

The City will review license fees/charges annually to determine if the revenues support the cost of providing the service.

City of Eau Claire 2015 Adopted Program of Services

REVENUE POLICIES (Continued)

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

- The minimum Water and Sewer Utility rates should be set at a rate which will yield net income which is at least 1.25 times the highest principal and interest payment due. This requirement is in conformance with the mortgage revenue bond requirements.
- Rate adjustments for the Water Utility are submitted to the Public Service Commission and City Council for review and approval.
- Rate adjustments for the Sewer Utility and the Storm Water Utility will be submitted to the City Council for review and approval.

The City shall levy and collect a room tax pursuant to §66.0615 of the Wisconsin Statutes. This tax is collected monthly from all city hotels and motels and is based on the gross room receipts collected. The proceeds from this tax are used to promote convention, tourism, cultural and recreational activities. The room tax rate is proposed to remain at 8% in 2013.

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

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

The Recreation division shall charge rental fees for rooms, pool, gym, ball fields and special equipment.

RESERVE POLICIES

The City will establish a contingency expenditure appropriation in the annual operating budget to provide for unanticipated expenditures of a non-recurring nature, or to meet unexpected small increases in service delivery costs.

As part of the annual budget process, the Finance Director will estimate the surplus or deficit for the current year and prepare a projection of the yearend fund balance. Such projection will include an analysis of trends in fund balance levels on a historical and future projection basis.

The total unassigned General Fund balance shall be maintained as of December 31 of each year equal to a minimum of 15% of the ensuing year's budgeted General Fund expenditures, with a target of 20%. Included in the unassigned fund balance is a working capital reserve equal to 10% of the ensuing year's General Fund expenditures to provide funds for reasonable cash flow needs.

Withdrawal of any amount of the total unassigned General Fund balance in excess of the 20% target amount, for the sole purpose of reducing the ensuing year's property tax levy, may be made only upon a two-thirds majority vote of the City Council.

Funds in excess of 15% of the minimum unassigned fund balance may be considered to supplement "pay as you go" capital outlay expenditures (including reduction of anticipated debt issues) or to prepay existing debt via cash defeasance as allowable. The decision of how to use these funds will be made by the City Council. Unassigned fund balance shall not be used to support recurring operating expenditures.

The City Council, by a two-thirds vote, can declare a fiscal emergency and withdraw any amount of general fund balances for purposes of addressing the fiscal emergency.

City of Eau Claire 2015 Adopted Program of Services

RESERVE POLICIES (Continued)

Any time the general fund balance is less than the required minimum of 15%, staff will present a plan to restore the General Fund balance to the minimum balance to the City Council for its approval.

Reserves will be established as required by bond ordinance and by statute for arbitrage requirements.

A cash reserve for Central Equipment "rolling fleet" replacement will be maintained on a replacement cost basis each year. Amounts in excess of the original cost depreciation will be reserved towards the equipment replacement value.

INVESTMENT POLICIES

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

Short-Term Funds

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

Long-Term Funds

- Funds that are available for 30 days or longer may be placed in certificates of deposit with local financial institutions, Treasury Bills and other Federal securities in the State maintained Local Government Investment Pool or any other instrument listed in Wisconsin Statute §66.0603(1m). With the exception of US Treasury securities and authorized pools, no more than 50% of the City's total investment portfolio will be invested in a single security type or with a single financial institution.
- Bank deposits are secured by Federal Depository Insurance Corporation and by the State Deposit Guarantee Fund up to \$650,000. Amounts over \$650,000 are guaranteed by an irrevocable standby letter of credit from the Federal Home Loan Bank (FHLB).

All City funds will be pooled for investments except certain restricted funds that require separate accounts. Interest allocations are made to operating and capital project funds based on monthly cash balances.

DEBT POLICIES

Section 67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5 percent of the equalized valuation of the taxable property in the municipality. Although State Statutes allow 5 percent of the equalized valuation, the City has set an internal debt goal, which seeks to remain below 3 percent (60% of the maximum amount allowed by the State Statutes).

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

Asset life shall be longer than the debt issued for its purchase. The City shall consider the useful life of the project assets being financed and the long-range financial and credit objectives when determining the final maturity structure of the debt. The City will use short-term debt for bond anticipation purposes only.

Spend down of borrowed proceeds. All debt taken out will be for shovel-ready projects. Draw down of the funds will be in accordance with IRS rules for general obligation debt whereby 10 percent of the proceeds will be spent within 6 months of the borrowing, 50 percent within 12 months of the borrowing, 75 percent within 18 months of the borrowing, and 100 percent within 24 months of the borrowing. Should this schedule not be met, the balance of the amount borrowed and not spent will be applied to debt service levy. Each general obligation debt will be closely monitored so that it adheres to IRS regulations in respect to arbitrage and spend down rules. Should State Trust Fund be utilized for the issuance of debt, all draw requests must be made within 1 year of receiving the approval of the State Trust Fund to borrow the funds.

City of Eau Claire 2015 Adopted Program of Services

DEBT POLICIES (Continued)

The City of Eau Claire shall utilize any debt obligations it has at its disposal to take advantage of the lowest cost of the debt or for another benefit for the City.

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

The following objectives will be used to maintain debt service requirements at an affordable level and enhance the credit quality of the City:

1. The levy for debt service shall be no greater than 25 percent of the total levy, with an effort to maintain the levy at a proportionate, even level for tax rate stabilization.
2. Debt amortization should be structured so that 65% or more of total direct debt principal is retired in 10 years or less.

Each year, as part of the budget process, the City Council should consider the percentage increase in the tax levy for debt service for the year following the issuance of the debt. Flexibility to fund future expenditures necessary to provide essential City services and economic viability are essential considerations.

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

SPECIAL ASSESSMENT POLICIES

General Policy

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

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

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

Special Assessments Levied Over Ten Years

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

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

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

City of Eau Claire 2015 Adopted Program of Services

SPECIAL ASSESSMENT POLICIES (Continued)

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

Special Assessments Levied Over Five Years

Diseased tree removal.

Special Assessments Due in Year Assessed

Assessments less than \$100.

Assessments for current services such as snow removal, weed cutting, etc.

Whiteway lighting operation and maintenance assessments are based on the total cost of operating and maintaining the system and are assessed in full to non-residential properties.

Improvements Not Assessed

Reconstruction of water and sewer utilities, with the exception of service level upgrades, such as replacing a 4" lateral with a 6" lateral.

Storm sewer - the total cost is paid by the Storm Water Utility, except for work that is performed under development agreements.

Seal coating - the total cost is paid by City.

MAJOR DEVELOPMENT POLICIES

Special assessments are paid by developers on projects that are within the scope and terms stated in the special assessment policy. In 1989, the City Council approved legislation that requires developers of subdivisions platted after 1989 to bear the full cost of streets, storm sewers, and city utilities within the development area. Funds are either escrowed with the City or financing guaranteed with a letter of credit as required by the development agreement approved by the City Council.

PURCHASING POLICIES

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

The methods of source selection are as follows:

Competitive Seal Bids/Proposals

- Competitive sealed bidding must be used for 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

City of Eau Claire 2015 Adopted Program of Services

PURCHASING POLICIES (Continued)

Small Purchase

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

Sole Source Procurement

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

Cooperative Purchasing

- May use cooperative contracts as permitted by the City Procurement Code for Cooperative Purchasing (Chapter 2.92. of the City Code of Ordinances.)

Emergency Procurement

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

PENSION FUNDING AND REPORTING POLICIES

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

Existing Plan Funding

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

All employees are mandated to pay the employee required portion. The rates of the employer and employee contribution are set annually by WRS based on actuarial evaluations. The 2015 rates are as follows:

	<u>General</u>	<u>Police</u>	<u>Fire</u>
Employee Contribution	6.80%	6.80%	6.80%
City Contribution	<u>6.80%</u>	<u>10.38%</u>	<u>13.98%</u>
Total	<u>13.60%</u>	<u>17.18%</u>	<u>20.78%</u>

Prior Years' Unfunded Pensions

- The State of Wisconsin administers a plan for retired employees of the Eau Claire Police and Fire Departments. These individuals had been covered by a private pension plan prior to the City joining the WRS. No new employees are added to the plan. The City's policy is to fund retirement contributions to meet current benefit payments to retired employees. The total estimated present value of future cost to the City as of December 31, 2013, was approximately \$189,654 all of which relates to prior service. The estimated remaining period of amortization is 14 years and will be paid through annual operating appropriations.

City of Eau Claire 2015 Adopted Program of Services

PENSION FUNDING AND REPORTING POLICIES (Continued)

Post-Retirement Benefits

- In addition to providing pension benefits, the City provides certain health care benefits for retired employees. 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 2015 the costs are estimated at \$1,864,500. The City is required by GASB Statement 45 to complete an actuarial study every two years to determine its actuarial liability for future health care benefits. The last study was completed as of January 1, 2014. As of January 2014, new employees who are not Public Safety or Transit employees, will not be eligible for a post-retirement health care benefit.

COMPENSATED ABSENCES

Employees accumulate vacation, sick leave and other benefits at various rates depending on bargaining group and length of service. Employees are paid for their total unused vacation and compensatory time upon termination or retirement. However, sick leave can only be used during employment. The cost of compensated absences is recognized when payments are made to employees. A current value of accumulated compensated absences outstanding as of December 31, 2013 is shown on the following table:

Unused vacation pay	\$2,643,592
Compensatory time	<u>167,467</u>
Total compensated absences	<u>\$2,811,059</u>

The estimated current portion of these costs has been included in the 2015 Adopted Budget.

ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICIES

Monthly financial reports will be submitted to the City Council.

An annual budget for all operating funds will be prepared.

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

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

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

SPECIAL EVENTS POLICIES - INSURANCE REQUIREMENT

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

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

City of Eau Claire 2015 Adopted Program of Services

RISK MANAGEMENT POLICY

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

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

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

In 1992, the City also became self-insured for workers' compensation claims. The City retains the first \$500,000 of each worker's compensation claim per occurrence. This coverage is handled by Summit Adjusting Services. Excess coverage, handled by Wisconsin Municipal Mutual Insurance Company, protects the City for losses greater than \$400,000 per occurrence and does not have an annual aggregate.

City of Eau Claire, Wisconsin

2015 Adopted Program of Services

November 11, 2014

City of Eau Claire, Wisconsin

2015 Adopted Program of Services

November 11, 2014



Budget Summaries

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City of Eau Claire



Gross Tax Levy for Each Taxing Entity

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

- Gross tax levy for each taxing entity in the City of Eau Claire (2011-2015)
- Tax rate per \$1,000 of assessed value for each county and school district located in the City of Eau Claire
- Assessed value compared to equalized value in the City of Eau Claire

Tax Levy Summary

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

<u>Gross Tax Levy</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
City of Eau Claire	\$ 29,303,200	\$ 30,360,300	\$ 30,741,800	\$ 32,465,500	\$ 33,454,900
Public Library	2,866,700	2,891,300	2,891,000	2,900,700	2,929,300
City-County Health	1,695,500	1,694,700	1,691,400	1,706,800	1,723,200
Eau Claire Area School District	41,544,618	42,372,961	41,722,977	40,389,846	42,902,698
Chippewa School District	49,380	50,346	51,230	41,720	51,424
Altoona School District	120,609	127,383	129,702	134,295	165,626
CVTC	7,300,265	7,285,362	7,323,429	7,355,585	3,923,410
Eau Claire County	14,213,497	14,386,307	14,486,217	14,959,155	15,866,108
State Forestry Tax - Eau Claire County	689,421	693,611	689,851	706,618	728,589
Chippewa County State Forestry Tax - Chippewa County	533,228	541,911	567,492	586,617	611,234
TIF District #5	27,523	27,210	26,941	27,473	28,571
TIF District #7	685,583	718,365	943,551	1,104,954	1,127,416
TIF District #8	141,109	125,573	132,282	141,514	120,219
TIF District #9	606,341	639,257	697,864	862,689	835,589
TIF District #9	120,195	55,084	52,856	8,432	3,888
Gross Tax Levy	<u>99,897,169</u>	<u>101,969,670</u>	<u>102,148,592</u>	<u>103,391,898</u>	<u>104,472,172</u>
Less - State Credit: Eau Claire County	6,431,320	6,374,019	6,452,952	6,463,311	6,405,984
Chippewa County	241,342	244,719	253,765	258,197	254,472
Total Credit	<u>6,672,662</u>	<u>6,618,738</u>	<u>6,706,717</u>	<u>6,721,508</u>	<u>6,660,456</u>
Net Tax Levy	<u>\$ 93,224,507</u>	<u>\$ 95,350,932</u>	<u>\$ 95,441,875</u>	<u>96,670,390</u>	<u>97,811,715</u>
City as a Percentage of the Gross Levy	<u>29.33%</u>	<u>29.77%</u>	<u>30.10%</u>	<u>31.40%</u>	<u>32.02%</u>

City of Eau Claire



Tax Rates per \$1,000 Assessed Value

Tax Rates

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

Tax Rate per \$1,000 of Assessed Value

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

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
City of Eau Claire	6.934	7.141	7.168	7.532	7.670
Public Library	0.679	0.680	0.674	0.673	0.671
City-County Health	0.401	0.399	0.394	0.396	0.395
Eau Claire Area School District	9.876	10.012	9.772	9.410	9.879
CVTC	1.728	1.714	1.707	1.706	0.900
Eau Claire County	3.499	3.518	3.511	3.608	3.782
State Forestry	0.167	0.167	0.164	0.167	0.170
Gross Tax Rate	23.284	23.631	23.390	23.492	23.467
School Credit	1.558	1.534	1.535	1.526	1.495
Net Tax Rate - Eau Claire County	21.726	22.097	21.855	21.966	21.972

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

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
City of Eau Claire	6.934	7.141	7.168	7.532	7.670
Public Library	0.679	0.680	0.674	0.673	0.671
City-County Health	0.401	0.399	0.394	0.396	0.395
Altoona School District	8.859	9.271	9.344	9.568	11.747
CVTC	1.728	1.714	1.707	1.706	0.900
Eau Claire County	3.499	3.518	3.511	3.608	3.782
State Forestry	0.167	0.167	0.164	0.167	0.170
Gross Tax Rate	22.267	22.890	22.962	23.650	25.335
School Credit	1.558	1.534	1.535	1.526	1.495
Net Tax Rate - Eau Claire County	20.709	21.356	21.427	22.124	23.840

City of Eau Claire 2015 Adopted Program of Services

Tax Rates

Tax Rate Per \$1,000 of Assessed Value

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

	2011	2012	2013	2014	2015
City of Eau Claire	7.086	7.210	7.175	7.637	7.866
Public Library	0.693	0.687	0.675	0.682	0.689
City-County Health	0.410	0.402	0.395	0.402	0.405
Eau Claire Area School District	10.081	10.108	9.749	9.561	10.132
CVTC	1.765	1.730	1.709	1.730	0.923
Chippewa County	3.307	3.357	3.461	3.611	3.732
State Forestry	0.171	0.168	0.164	0.169	0.174
Gross Tax Rate	23.513	23.662	23.328	23.792	23.921
School Credit	1.496	1.516	1.547	1.589	1.554
Net Tax Rate - Chippewa County	<u>22.017</u>	<u>22.146</u>	<u>21.781</u>	<u>22.203</u>	<u>22.367</u>

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

	2011	2012	2013	2014	2015
City of Eau Claire	7.086	7.210	7.175	7.637	7.866
Public Library	0.693	0.687	0.675	0.682	0.689
City-County Health	0.410	0.402	0.395	0.402	0.405
Chippewa School District	8.957	9.079	10.285	8.793	9.506
CVTC	1.765	1.730	1.709	1.730	0.923
Chippewa County	3.307	3.357	3.461	3.611	3.732
State Forestry	0.171	0.168	0.164	0.169	0.174
Gross Tax Rate	22.389	22.633	23.864	23.024	23.295
School Credit	1.496	1.516	1.547	1.589	1.554
Net Tax Rate - Chippewa County	<u>20.893</u>	<u>21.117</u>	<u>22.317</u>	<u>21.435</u>	<u>21.741</u>

City of Eau Claire



Assessed Value Compared to Equalized Value

Assessed & Equalized Value

City of Eau Claire					
Assessed Value Compared to Equalized Value					
	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
<u>Assessed Value (000's)</u>					
Eau Claire County	\$ 4,063,249	\$ 4,086,905	\$ 4,124,782	\$ 4,148,150	\$ 4,194,273
Chippewa County	<u>161,253</u>	<u>161,397</u>	<u>163,972</u>	<u>162,437</u>	<u>163,775</u>
Subtotal	4,224,502	4,248,302	4,288,754	4,310,587	4,358,048
TIF District #5	28,547	30,650	40,112	46,535	46,724
TIF District #7	5,847	5,618	5,721	5,438	5,751
TIF District #8	25,584	28,246	30,502	36,203	36,967
TIF District #9	<u>5,249</u>	<u>2,655</u>	<u>2,678</u>	<u>402</u>	<u>261</u>
Total Assessed Value	<u>\$ 4,289,729</u>	<u>\$ 4,315,471</u>	<u>\$ 4,367,767</u>	<u>\$ 4,399,165</u>	<u>\$ 4,447,751</u>
<u>Equalized Value (000's)</u>					
Eau Claire County	\$ 3,996,335	\$ 4,022,642	\$ 3,988,936	\$ 4,074,566	\$ 4,203,470
Chippewa County	<u>162,165</u>	<u>160,324</u>	<u>158,741</u>	<u>161,875</u>	<u>168,347</u>
Subtotal	4,158,500	4,182,966	4,147,677	4,236,441	4,371,817
TIF District #5	29,187	30,122	39,284	46,557	48,498
TIF District #7	6,007	5,265	5,507	5,963	5,172
TIF District #8	25,813	26,805	29,055	36,349	35,945
TIF District #9	<u>5,117</u>	<u>2,310</u>	<u>2,201</u>	<u>355</u>	<u>167</u>
Total Equalized Value	<u>\$ 4,224,624</u>	<u>\$ 4,247,468</u>	<u>\$ 4,223,724</u>	<u>\$ 4,325,665</u>	<u>\$ 4,461,599</u>
<u>Percent of Assessed to Equalized (1)</u>					
Eau Claire County	101.57%	101.60%	103.42%	101.83%	99.85%
Chippewa County	99.45%	100.41%	103.65%	101.25%	97.61%

(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.

**2015 Adopted Program of Services
City of Eau Claire**



Position Control Summary

2015 Adopted Position Control Summary

<u>GENERAL FUND - DEPARTMENT/DIVISION</u>	<u>2013</u>	<u>2014</u>	<u>2015 Changes</u>	<u>2015</u>
ADMINISTRATIVE SERVICES				
City Manager	3.00	3.00		3.00
City Clerk/Elections	2.00	2.00		2.00
Information Services	7.00	7.00	Added 1 FTE	8.00
Total	12.00	12.00		13.00
CITY ATTORNEY				
	3.75	3.75		3.75
FINANCE DEPARTMENT				
Finance Administration	3.00	3.00		3.00
Accounting Services	8.00	8.00		8.00
Assessing	5.00	5.00		5.00
Customer Services	9.00	9.00		9.00
Total	25.00	25.00		25.00
HUMAN RESOURCES				
Personnel Administration	5.00	5.00		5.00
Purchasing	2.00	2.00		2.00
Total	7.00	7.00		7.00
DEVELOPMENT SERVICES				
Planning Administration	5.00	5.00		5.00
Inspections	7.00	7.00		7.00
Total	12.00	12.00		12.00
PUBLIC WORKS				
Administration	3.00	5.00		5.00
Engineering/GIS Asset Management	13.00	14.00		14.00
Street Maintenance Operations	36.00	36.00		36.00
Building & Grounds	8.00	8.00		8.00
Total	60.00	63.00		63.00
PARKS & RECREATION & FORESTRY				
Administration	3.00	-		-
Park Maintenance	22.00	22.00	Deleted 1 FTE	21.00
Recreation	2.00	2.00		2.00
Forestry	5.00	5.00		5.00
Total	32.00	29.00		28.00
POLICE DEPARTMENT				
Administration	2.00	2.00		2.00
Administrative Services	17.00	17.00		17.00
Patrol Division	76.00	76.00	Deleted 1 FTE	75.00
Detective Division	20.00	20.00	Added 1 FTE	21.00
Communication Center	22.00	22.00	Added 1 FTE	23.00
Total	137.00	137.00		138.00
FIRE & RESCUE DEPARTMENT				
Fire Administration	2.00	2.00		2.00
Fire Operations	87.00	87.00		87.00
Fire Inspection	4.75	4.75		4.75
Total	93.75	93.75		93.75
TOTAL GENERAL FUND	382.50	382.50		383.50

City of Eau Claire 2015 Adopted Program of Service

2015 Adopted Position Control Summary

OTHER FUNDS	2013	2014	2015 Changes	2015
ECONOMIC DEVELOPMENT	2.00	2.00		2.00
DOWNTOWN FUND	1.00	1.00		1.00
CEMETERY MAINTENANCE	2.00	2.00		2.00
WATER UTILITY	29.00	29.00		29.00
SEWER UTILITY	26.50	26.50		26.50
STORM WATER MANAGEMENT	1.00	1.00		1.00
PARKING UTILITY	1.00	1.00		1.00
PUBLIC TRANSIT	38.00	38.00		38.00
HOBBS MUNICIPAL ICE CENTER	2.00	2.00		2.00
RISK MANAGEMENT	1.00	1.00		1.00
CENTRAL EQUIPMENT	8.00	8.00	Added 1 FTE	9.00
TOTAL OTHER FUNDS (Excluding Library/Health/CDBG)	111.50	111.50		112.50
CITY POSITIONS (Excluding Library / Health / CDBG)	494.00	494.00		496.00
HEALTH DEPARTMENT				
CITY-COUNTY HEALTH DEPARTMENT	33.75	32.60	Added 3.54 FTE	36.14
CITY-COUNTY HEALTH DEPARTMENT GRANT POSITIONS*	-	-	Added 15.42 FTE	15.42
	<u>33.75</u>	<u>32.60</u>		<u>51.56</u>
*Prior to 2015 Health Department grant positions were not included				
LIBRARY/ CDBG				
PUBLIC LIBRARY	36.25	36.13		36.13
COMMUNITY DEVELOPMENT BLOCK GRANT	2.26	2.26		2.26
	<u>38.51</u>	<u>38.39</u>		<u>38.39</u>
*Prior to 2015 Health Department grant positions were not included				
TOTAL ALL CITY FUNDS	566.26	564.99		585.95