



AUGUST 28, 2023

**2024** CITY BUDGET  
PRESENTATIONS



## CITY OF BLOOMINGTON

### OFFICE OF THE CONTROLLER MEMORANDUM

*August 25, 2023*

**To: Members of the City of Bloomington Common Council**

**Re: 2024 Budget**

We continue to see both recovery and challenges as we continue in the post pandemic era. We continue to see increases in the cost of goods and services due to inflation and shortages of labor and materials. The good news is that we received significant assistance via Federal Recovery programs, ED LIT tax as well as strong growth in both our Levy (due to strong wage growth statewide) and growth in our local economy as soon by the growth in assessed value of property both in the City and County. We will continue to monitor economic and fiscal conditions and use caution with the pace of our investments and stay nimble and ready to adjust quickly over the next 18 months.

#### **Cash Reserves:**

We ended 2022 with reserves between the City General Fund and the Rainy Day fund of 41.9% of the actual annual expenditures for 2021. To put this in perspective, this would allow us to pay for approximately 5.0 months of the City General Fund expenditures without receiving any other revenues. We are projecting these levels to be 48.9% and 39.2% at the end of 2023 and 2024 respectively.

## **Revenues:**

**Property Taxes** – These funds are a significant source of revenue for the City General Fund, Parks General Fund, Cumulative Capital Development Fund as well as City and Parks General Obligation Bonds. Property taxes represent 34.7% of the total revenues. The State has estimated this source of revenue will increase by 4.0%, the maximum allowed for 2024.

**Local Income Tax (LIT)** - These funds are collected and remitted by the State. LIT is composed of three categories, Distributive Shares, Economic Development, and Public Safety. These funds represent 11.7%, 13.1%, & 5.4% respectively of the total revenues.

**City Miscellaneous Revenues** – These are revenues such as fees for services (permits, sanitation, parking fees & permits), fines, interest income, federal & state highway funds (matching funds, excise and gasoline taxes), inter-local agreements (County, Indiana University, and Utilities) and Police & Fire pension reimbursements. Miscellaneous Revenues represent 35.1% of total revenues.

## **Expenditures:**

### **All Funds:**

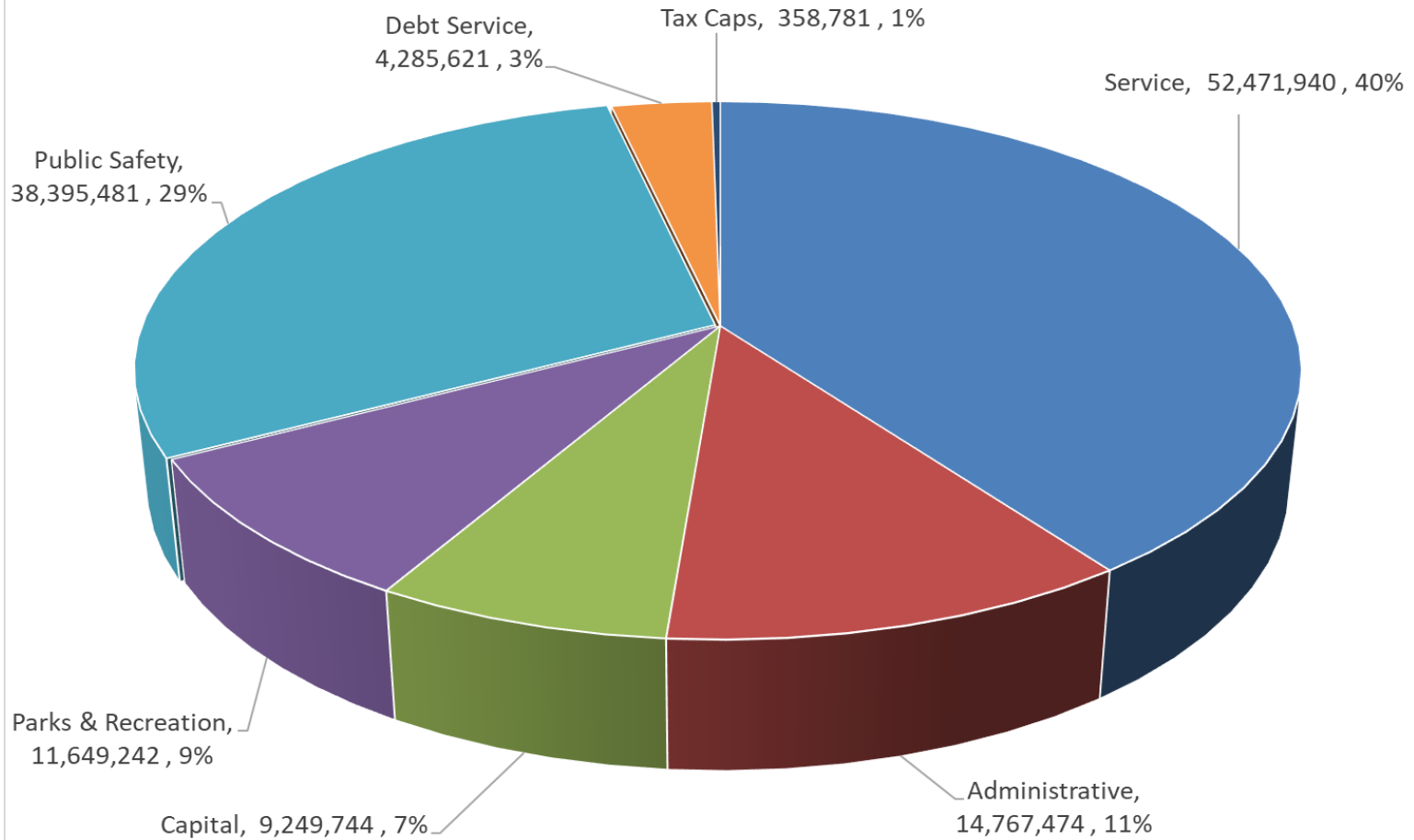
The overall total budget (not including Utilities or Transit) request is \$131.2M, which is an increase of \$1.8M or 1.4 %.

Additional information is included below.

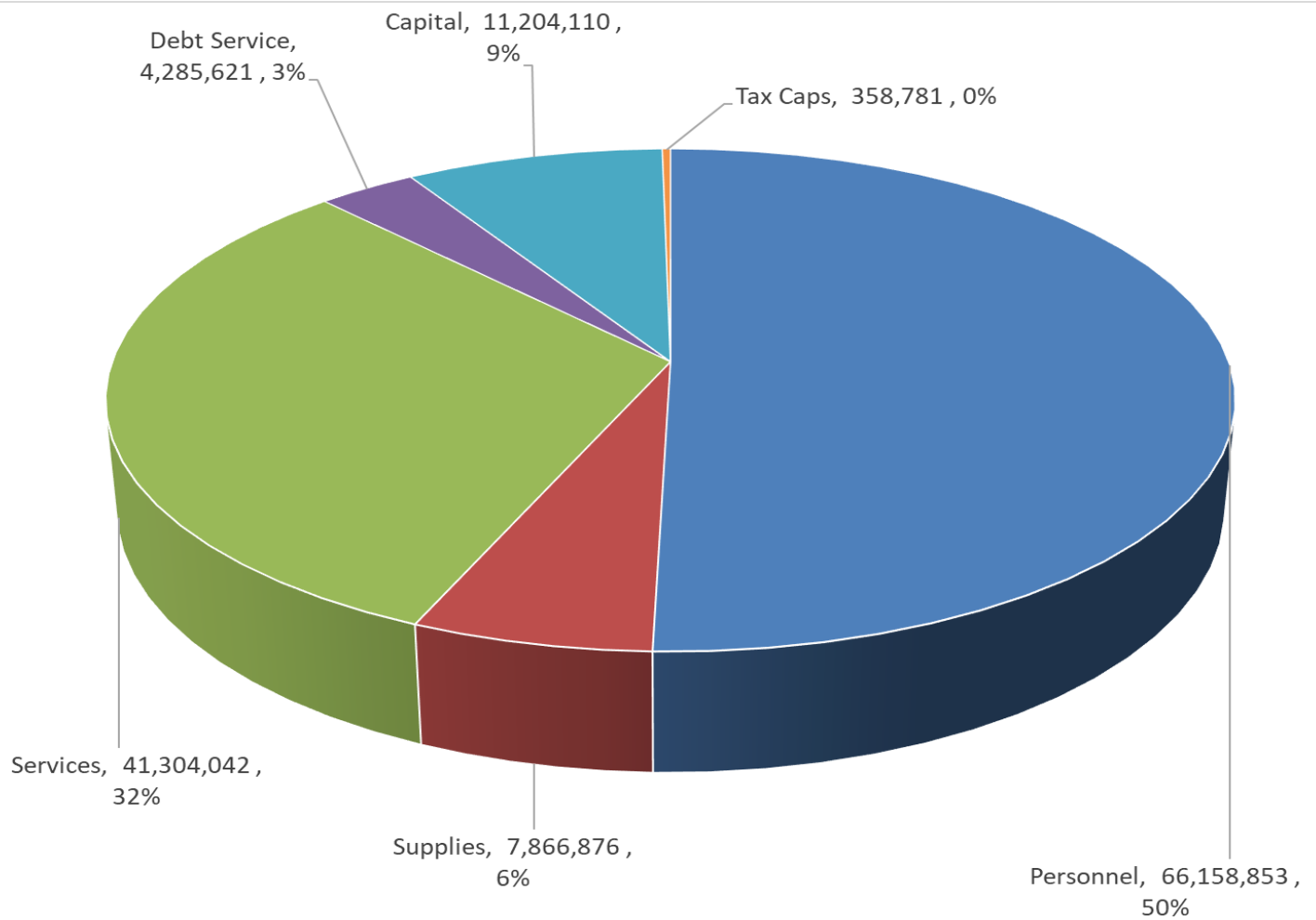
Thank you for your deliberations and consideration of the 2024 Budget request.

Department	Fund	Public Safety LIT	Food & Beverage	Cares	ARPA	Parks General Fund	Bloomington Investment Incentive	Jack Hopkins Social Services Fund	Police Education	Dispatch Training	Non-Reverting Telecommunications	Non-Reverting Improvement 1 (Westside)	Electronic Map Generation	Enhanced Access	Local Roads & Streets	Motor Vehicle Highway	Parking Facilities	Alternative Transportation	Parking Meter	Motor Vehicle Highway - Restricted	2022 GO Bonds	Bicentennial Bonds	2022 Parks General Obligation Bonds	2016 General Obligation Bonds	2016 Parks General Obligation Bonds	Cumulative Capital Development (Cig Tax)	Cumulative Capital Development	Vehicle Replacement Fund	Solid Waste	Risk Management	Fleet Maintenance	Police Pension	Fire Pension	Affordable Housing	Economic Development LIT	Digital Equity Fund	COIT Special Distribuion	Opioid Settlement Unrestricted	Opioid Settlement Restricted	Total					
	General																																												
Controller	624,364	250,000	288,000									3,000									1,120,595	734,407	1,120,595	792,656	517,368		436,000					1,452,526	2,150,738										11,827,336		
Clerk	420,436																																												420,436
Mayor	1,136,484																																												1,136,484
Common Council	751,433						350,000											350,000																											1,451,433
Board of Public Safety	3,415																																												3,415
Property Tax Caps	358,781																																												358,781
Planning & Transportation	1,900,003																																											1,900,003	
Information Technology Services	3,255,027										530,686		6,000	2,510																														4,417,178	
Human Resources	1,212,826																																											2,415,985	
Legal	1,755,262																																											1,755,262	
Risk Management																																												905,176	
Community & Family Resources	1,263,391																	15,000																											150,000
Engineering	1,939,136																										994,000																	3,090,136	
Fire	13,702,225	2,623,868																																										18,080,287	
Police	15,781,616	1,352,500							79,100																																		19,770,269		
Police-Dispatch		4,957,861								15,000																																	4,972,861		
Economic & Sustainable Development	1,337,208																																											7,017,308	
Housing & Neighborhood Development	1,826,591																																										3,211,991		
Parks						11,867,242																																					11,867,242		
PW-Administration	2,683,326																																											2,683,326	
PW-Animal Shelter	2,199,695																																											2,199,695	
PW-Facilities	1,200,513																																										1,686,513		
PW-Sanitation	1,419,146																																										4,970,567		
PW-Fleet																													3,551,421														4,192,315		
PW-Street															997,682	5,398,829				1,749,319																							12,049,996		
PW-Parking Services																	2,241,164	398,174	3,666,542																								6,305,880		
Total	54,770,878	8,934,229	250,000	288,000	-	11,867,242	-	350,000	79,100	15,000	530,686	3,000	6,000	2,510	997,682	5,398,829	2,241,164	920,174	3,666,542	1,749,319	1,120,595	734,407	1,120,595	792,656	517,368	218,000	3,025,764	436,000	3,551,421			905,176	4,192,315	1,452,526	2,150,738	476,000	16,521,979	87,986	-	150,000	131,178,283				

# All Funds Breakdown by Function

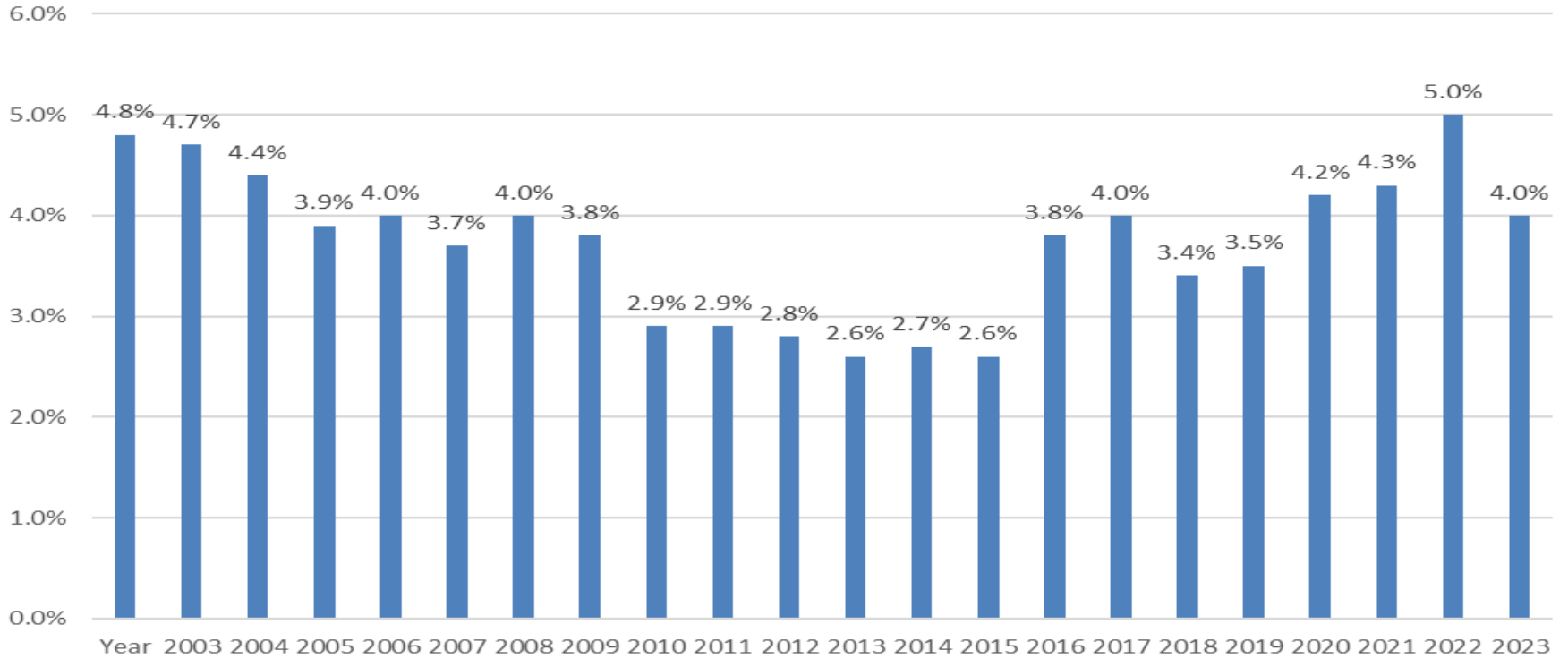


# All Funds Breakdown by Category



City of Bloomington		Summary of General Fund Balances & Reserves		
2024 Budget				
		Actual 2022	Budget 2023	Budget 2024
Beginning Cash Balance at January 1		19,547,653	22,252,602	21,784,478
Revenue				
	Property Tax	25,412,291	26,753,902	27,834,123
	Local Option Income Tax	13,866,622	14,331,726	14,837,403
	Miscellaneous Revenue	9,524,915	9,010,578	8,776,904
Total Revenue		48,803,828	50,096,206	51,448,430
Expenditures				
	Actual/Budgeted Expenditures	46,098,879	50,564,330	54,770,878
Net Projected Expenditures		46,098,879	50,564,330	54,770,878
Revenues Minus Expenditures		2,704,949	(468,124)	(3,322,448)
Year End Actual Cash		22,252,602	21,784,478	18,462,030
Less Prior Year Encumbrances		(5,850,238)		
Transfer to/from Rainy Day Fund		-		
Projected Net Year End Balances		16,402,364	21,784,478	18,462,030
Rainy Day Fund Balance		2,925,261	2,925,261	3,000,192
Total All Balances		19,327,625	24,709,739	21,462,222
Reserve Percentage		41.9%	48.9%	39.2%

## City of Bloomington Historic Levy Growth





Historic Cash Balances

		2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	Fund #										
General Fund	101	5,655,188	7,067,335	9,197,843	12,021,636	13,673,243	15,475,486	15,838,117	16,560,769	19,547,653	22,252,602
Rainy Day Fund	102	4,618,557	4,630,833	4,643,384	4,658,566	4,696,680	4,760,551	4,856,668	4,881,167	2,887,244	2,925,261
Reserve Percentage to Budget		29.5%	32.8%	38.0%	43.5%	46.9%	48.5%	50.9%	38.8%	44.9%	41.9%
PS LIT	151	0	0	0	0	657,122	2,812,283	3,413,375	3,998,863	5,447,637	7,398,908
Food & Beverage	152	0	0	0	0	0	2,031,074	4,749,444	5,912,562	9,022,601	13,096,639
CARES	160	0	0	0	0	0	0	2,138,077	0	1,538,077	538,077
ARPA	161	0	0	0	0	0	0	0	0	10,874,908	16,947,850
Parks General Fund	200	56,358	258,617	643,201	955,595	1,286,364	1,322,579	1,051,960	1,777,548	2,756,883	3,425,926
Bloomington Investment Incentive	251	483,021	516,233		1,234	1	5	21,035	11,285	0	0
Jack Hopkins Social Service Fund	270	0	0	0	0	0	52,694	73,624	263,504	168,580	105,796
Police Education	350	163,835	182,399	191,349	81,595	181,325	158,947	120,564	117,697	105,036	111,775
Dispatch Training	356	96,604	93,697	87,823	81,595	76,503	73,304	70,194	64,222	62,484	61,735
Non-Reverting Telecommunications	401	1,678,390	1,714,676	956,654	684,909	773,220	810,983	716,951	728,919	410,285	231,222
Non-Reverting Improvement 1 (Westside)	405	260,005	114,676	397,589	247,390	0	103,000	206,000	209,000	213,535	206,785
Electronic Map Generation	409	8,965	9,679	10,222	8,072	6,800	5,855	6,047	6,200	6,270	6,283
Enhanced Access	410					5,754	5,969	6,254	6,394	6,689	7,040
Local Roads & Streets	450	90,026	177,102	211,417	158,651	395,174	978,511	1,341,729	1,273,932	1,492,262	1,689,452
Motor Vehicle Highway	451	1,221,535	978,783	655,575	1,096,348	1,164,365	2,064,150	2,075,390	616,983	1,587,898	1,543,966
Parking Facilities	452	1,133,164	1,606,811	1,835,623	2,241,769	2,313,703	1,509,844	1,123,169	615,570	413,798	240,296
Alternative Transportation	454	161,987	260,588	745,720	996,865	1,147,977	1,281,288	878,539	769,470	583,173	618,956
Parking Meter	455	0	258,491	989,527	1,608,382	2,263,482	3,000,059	4,269,020	3,853,424	4,363,684	4,781,424
BMFC Showers	508	28,871	28,746	27,981	28,521	0	0	0	0	0	0
Bicentennial Bonds	522	0	0	0	0	0	0	0	136,827	143,384	142,559
City GO Bonds	519	0	0	0	0	121,207	138,110	145,499	149,495	156,055	162,601
Parks GO Bonds	520	0	0	0	0	73,778	86,825	93,988	91,348	95,750	98,963
Cumulative Capital Development (Cig Tax)	600	83,323	307,720	419,036	198,537	79,521	14,680	86,136	103,004	100,512	91,091
Cumulative Capital Development	601	1,275,322	1,073,717	1,006,686	1,036,354	2,040,471	1,895,790	1,848,586	1,594,839	1,617,947	2,268,134
Vehicle Replacement Fund	610	195,940	163,648	250,579	347,720	669,413	606,616	649,443	766,582	891,129	1,080,127
Solid Waste	730	195,203	0	0	0	0	0	0	206	0	5,057
Risk Management	800	23,712	404,879	555,534	516,384	363,671	183,599	146,100	415,207	8,434	1,052
Fleet Maintenance	802	958,283	853,127	897,238	373,070	275,578	361,806	840,772	1,379,549	1,839,659	2,452,006
Police Pension	900	1,222,301	1,201,664	1,213,713	1,206,491	1,192,398	1,206,648	1,220,168	1,192,750	1,205,769	1,146,446
Fire Pension	901	1,421,525	1,248,216	1,311,192	1,475,745	1,464,601	1,525,148	1,533,815	1,515,208	1,354,468	1,565,825
Housing Trust Fund	905	0	0	0	0	1,411,848	1,294,160	1,131,349	1,494,161	1,155,705	2,561,233
Opioid Settlement Unrestricted	162	0	0	0	0	0	0	0	0	0	76,572
Opioid Settlement Restricted	163	0	0	0	0	0	0	0	0	0	313,333
<b>Total</b>		<b>21,032,115</b>	<b>23,151,637</b>	<b>26,247,886</b>	<b>30,025,429</b>	<b>36,334,199</b>	<b>43,759,964</b>	<b>48,513,936</b>	<b>52,644,762</b>	<b>70,057,509</b>	<b>88,154,992</b>

Fire Department - 10 Year PS LIT Capital Plan											Future	Grand Total
Item	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Projects	
100 Ft Aerial Ladder (T1)	1,750,000							2,300,000				4,050,000
100 Ft Aerial Platform (T2)						2,700,000						2,700,000
Brush Truck (BR1)									285,000			285,000
Engine/Pumper (E1)						1,025,000						1,025,000
Engine/Pumper (E3)				950,000								950,000
Engine/Pumper (E4)		875,000							1,150,000			2,025,000
Engine/Pumper (E5)							1,060,000					1,060,000
Medium Rescue Truck (R2)			800,000							1,000,000		1,800,000
Full Sized Pick-Up (BATT1)				84,000								84,000
Full Sized Pick-Up (SQ1)				84,000								84,000
Full Sized Pick-Up (SUPP1)				84,000								84,000
Full Sized Pick-Up (SUPP2)				84,000								84,000
Full Sized SUV (CH 1-0)	62,000							82,000				144,000
Full Sized SUV (CH 1-1)	62,000							82,000				144,000
Full Sized SUV (CH 1-2)		65,000							85,000			150,000
Full Sized Pick-Up (CH 1-3)						91,000						91,000
Full Sized SUV (CH 1-4)	62,000							82,000				144,000
Full Sized SUV (P1)					75,000							75,000
Mid Sized Pick-Up (P2)							78,000					78,000
Full Sized SUV (P3)				72,000								72,000
Full Sized SUV (P4)							78,000					78,000
Electric Car (MIH1)							55,000					55,000
Full Sized SUV (MIH2)							35,000					35,000
Full Sized SUV (MIH3)							35,000					35,000
Light Utility Vehicle (EMS)						50,000						50,000
Light Utility Vehicle (Fire)						50,000						50,000
Add New Engine 2 (After Station 2 Remodel)											840,000	840,000
Add New Engine 6 (With Station 6)											840,000	840,000
Add New Engine 7 (With Station 7)											840,000	840,000
Fire Fighting Gear	190,000	75,000	81,000	85,000	90,000	95,000	97,500	105,000	110,000	117,000		1,045,500
Automatic External Defibrillators				110,000					145,000			255,000
Fire Gear Washer						75,000						75,000
Physical Fitness Equipment	75,000	75,000	14,000	14,600	15,300	86,946	16,800	17,800	18,600	19,500		353,546
Radios / Radio Equipment			600,000						718,750			1,318,750
Self Contained Breathing Apparatus/Compressor		1,300,000					475,000			1,825,000	75,000	3,675,000
Mobile Breathing Air Compressor Cart												0
ITS Capital Replacement	42,868	32,400	33,750	35,000	36,000	38,000	39,500	41,000	42,500	45,000		386,018
Station 1 Generator Replacement								150,000				150,000
Station 1 Repairs / Remodel	50,000					150,000						200,000
Station 2 Generator Replacement		125,000										125,000
Station 2 Repairs / Remodel	100,000					150,000						250,000
Station 3 Generator Replacement												0
Station 3 Repairs / Remodel	50,000	75,000				75,000						200,000
Station 4 Generator Replacement			80,000									80,000
Station 4 Repairs / Remodel	80,000					75,000						155,000
Station 4 Replacement											12,000,000	12,000,000
Station 5 Generator Replacement			80,000									80,000
Station 5 Repairs / Remodel	50,000					75,000						125,000
Station 5 Replacement											12,000,000	12,000,000
New Fire Station (6, Southeast)											12,000,000	12,000,000
New Fire Station (7, Southwest)											12,000,000	12,000,000
Logistics / Training Facility	50,000	150,000				75,000						275,000
Training Tower			675,000	675,000								1,350,000
<b>Total - Fire</b>	<b>2,623,868</b>	<b>2,772,400</b>	<b>2,363,750</b>	<b>2,277,600</b>	<b>2,916,300</b>	<b>2,110,946</b>	<b>1,969,800</b>	<b>2,859,800</b>	<b>2,554,850</b>	<b>3,006,500</b>	<b>50,595,000</b>	<b>76,050,813</b>

Police Department - 10 Year PS LIT Capital Plan											Future	
Item	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Projects	Grand Total
Hand Guns	12,500	13,000	13,000	13,500	13,500	14,000	14,000	14,000	14,000	14,000		135,500
Rifles	7,500	6,000	6,500	7,500	6,500	6,500	6,500	6,500	6,500	6,500		66,500
Less Lethal Rounds (Ex: Bean Bags/Sponge)	7,000	7,500	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000		78,500
Radios	77,500	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000		797,500
Body Worn Cameras	240,000	240,000	240,000	240,000	350,000	240,000	240,000	240,000	240,000	325,000		2,595,000
Aerial Drone Equipment	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		50,000
K9 (Dog and Equipment minus vehicle)	20,000	0	0	0	20,000	0	0	0	0	20,000		60,000
Patrol Body Armor	16,500	16,500	17,000	17,500	17,500	17,500	17,500	17,500	17,500	17,500		172,500
Critical Incident Response Team Body Armor	17,500	17,500	18,000	18,500	18,500	18,500	18,500	18,500	18,500	18,500		182,500
Air Purifying Respirators / Gas Masks	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000		70,000
Vehicles - Patrol & Administration	725,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000		7,475,000
Large Evidence Storage/Training/Range Complex	0	0	100,000	0	0	0	0	20,000	0	0		120,000
Training Simulator	75,000	0	75,000	0	75,000	0	75,000	0	75,000	0		375,000
IT Equipment Replacements	142,000	145,000	145,000	145,000	145,000	145,000	235,000	145,000	145,000	145,000		1,537,000
Mobile Command Post	0	0	0	0	0	0	350,000	0	0	0		350,000
<b>Total - Police</b>	<b>1,352,500</b>	<b>1,287,500</b>	<b>1,464,500</b>	<b>1,292,000</b>	<b>1,496,000</b>	<b>1,291,500</b>	<b>1,806,500</b>	<b>1,311,500</b>	<b>1,366,500</b>	<b>1,396,500</b>	<b>0</b>	<b>14,065,000</b>
<b>Grand Total - Police &amp; Fire</b>	<b>3,976,368</b>	<b>4,059,900</b>	<b>3,828,250</b>	<b>3,569,600</b>	<b>4,412,300</b>	<b>3,402,446</b>	<b>3,776,300</b>	<b>4,171,300</b>	<b>3,921,350</b>	<b>4,403,000</b>	<b>50,595,000</b>	<b>90,115,813</b>

PS LIT Distribution		PS LIT Distribution			2024 Requests				
		Police		Fire			Police		
Amount Available	4,067,544	Item	Amount	Item	Amount	Item	Amount	Item	Amount
		100 Ft Aerial Ladder (T1)	1,750,000	Hand Guns	12,500	100 Ft Aerial Ladder (T1)	1,750,000	Hand Guns	12,500
Allocated	(3,976,368)	Full Sized SUV (CH 1-0)	62,000	Rifles	7,500	Full Sized SUV (CH 1-0)	62,000	Rifles	7,500
		Full Sized SUV (CH 1-1)	62,000	Less Lethal Rounds (Ex: Bean Bags/Sponge)	7,000	Full Sized SUV (CH 1-1)	62,000	Less Lethal Rounds (Ex: Bean Bags/Sponge)	7,000
Net	91,176	Full Sized SUV (CH 1-4)	62,000	Radios	77,500	Full Sized SUV (CH 1-4)	62,000	Radios	77,500
		Fire Fighting Gear	190,000	Body Worn Cameras	240,000	Fire Fighting Gear	190,000	Body Worn Cameras	240,000
		Physical Fitness Equipment	75,000	Aerial Drone Equipment	5,000	Physical Fitness Equipment	75,000	Aerial Drone Equipment	5,000
		ITS Capital Replacement	42,868	K9 (Dog and Equipment minus vehicle)	20,000	ITS Capital Replacement	42,868	K9 (Dog and Equipment minus vehicle)	20,000
		Station 1 Repairs / Remodel	50,000	Patrol Body Armor	16,500	Station 1 Repairs / Remodel	50,000	Patrol Body Armor	16,500
		Station 2 Repairs / Remodel	100,000	Critical Incident Response Team Body Armor	17,500	Station 2 Repairs / Remodel	100,000	Critical Incident Response Team Body Armor	17,500
		Station 3 Repairs / Remodel	50,000	Air Purifying Respirators / Gas Masks	7,000	Station 3 Repairs / Remodel	50,000	Air Purifying Respirators / Gas Masks	7,000
		Station 4 Repairs / Remodel	80,000	Vehicles - Patrol & Administration	725,000	Station 4 Repairs / Remodel	80,000	Vehicles - Patrol & Administration	725,000
		Station 5 Repairs / Remodel	50,000	Training Simulator	75,000	Station 5 Repairs / Remodel	50,000	Training Simulator	75,000
		Logistics / Training Facility	50,000	IT Equipment Replacements	142,000	Logistics / Training Facility	50,000	IT Equipment Replacements	142,000
		Total	2,623,868	Total	1,352,500				
						Total	2,623,868	Total	1,352,500

Fund Description	Department	Transaction	Amount	Fund Total	
General Fund	Animal Shelter	2024 HVAC unit X at end of life, significant function issues	15,000		
		2024 HVAC units 1 and 5, 20 year old recommend replacement	30,000		
		2024 Flooring replacement in Adoption Center	13,600		
		2024 Generator purchase and installation	100,000		
	Public Works	Capital and land acquisition costs	135,000		
		Transfer to Vehicle Replacement Fund (610)	202,500		
	Engineering	Inflation Estimate	56,440		
		Project Coordination Opportunities & Change Orders (2023 value)	376,260		
	Planning	Vehicle Replacement	43,000		
		Ford Escape SUV new 2024	48,000		
Facilities Maintenance	2024 City Hall fountain mechanical renovation and restoration		30,000		
		2024 increase new vehicle for Facilities Division staff	5,000		
	Demolition costs for 3rd Street property		65,000		
		Furniture replacement at City Hall	50,000		
	New vehicle for Facilities Division staff		45,000		
		Replacement of City Hall fire panel and system upgrades	20,000		
	ITS	[fac] Council Chambers & Meeting Room Equipment	50,000		
		[infr] Other Capital Outlays	20,000	1,304,800	
	LIT – Economic Development	ITS	[fac] 2024 Capital Plan Video Camera Replacement/Upgrades	50,000	
			[prnt] 2024 Capital Plan Copier Replacement	15,000	65,000
LOIT Special Distribution	Street	2024 1 Ton Dump Truck	160,000		
		2024 Asphalt 3 Ton Roller	140,000		
		2024 EZ Liner Paint Truck	91,326		
		2024 Mini Excavator	140,000		
		2024 Single Axle Dump Truck	560,000		
		2024 Tandem Axle Dump Truck	360,000	1,451,326	
Parks and Recreation Gen	Parks & Recreation	Fairway Mower	49,000		
		Pro Gator for Sand Spreader	50,000		
		John Deere Mower - 35hp/72 inch deck - zero turn	20,000		
		Replacement of tow-behind trailer power washer	14,000		
		Contractual replacement of HVAC system at SYP Maintenanc	20,000		
		Electric Mini Truck	30,000		
		Pavilion CO2 Sensor	10,000		
Non-Reverting Telecom	Telecommunications	Storage Shed Materials and Installation	25,000	218,000	
		[fac] Misc - Server Room improvements and Contingency	10,000		
		[infr] Stand Alone Servers	15,000		
Motor Vehicle Highway	Street	[capr] Capital Replacement CoB PC/Laptops/Scanners/Printers	200,386	225,386	
		2024 Sign Bucket Truck	230,000	230,000	
Alternative Transport	Common Council	2022 City Council Sidewalk Committee	336,000		
		2024 INcrease to match Transfer	14,000		
Parking Meter Fund	Engineering	CN - Alt Trans Project, Traffice Calming	157,000	507,000	
		Parking	2024 Add General street maintenance geographic parking area	500,000	
			2024 Electric Parking Truck	60,000	
MVH Restricted	Street	Computer Capital Replacement	1,230	561,230	
		2024 Increase Community Crossing Matching Grant	500,000		
		Community Crossing Matching Grant 50/50	200,000	700,000	
Cumulative Capital Devlp	Public Works	2024 Community Crossing Matching Grant Funds	300,000		
		2024 Pavement Marking Contract	200,000		
	Engineering	RW - Project Coordination Opportunities	10,000		
		CE - Crosswalks Phase 2	74,000		
		CN - Crosswalks Phase 2	50,000		
	PE - Crosswalks Phase 3	CN - Guardrail Replacement	500,000		
		PE - Crosswalks Phase 3	160,000		
	PE-CN - Ped/Bike (Temp PBL, ramps/crosswalks - local)	200,000	1,494,000		
Vehicle Replacement Fund	Controller's Office	Various Equipment as needed	436,000	436,000	
			7,192,742	7,192,742	



CITY OF  
BLOOMINGTON

# COMPENSATION & BENEFITS

EMILY FIELDS, INTERIM DIRECTOR

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023

# Background

- Salary surveys 2017, 2018, and 2023
- Current minimum wage for regular employees is \$17.75
- Living wage minimum for temporary employees (\$15.75)
- Administered COVID-19 incentives and bonuses.
- \$0 for HDHP employee-only coverage with COVID bivalent vaccine.
- \$850 increase to the City's contribution to HSAs
- Deferred compensation match up to \$780 annually

# Compensation Overview

- 5.0% salary increase for non-union, AFSCME, and elected officials
- 2.8% contractual salary increases for Police
- 2.0% contractual salary increase for Fire plus an additional bonus
- Common Law (temporary) employees will receive no less than the living wage (\$15.75 per hour)
- \$500 bonus for most employees



# Budget Highlights

## Category 1 – Personnel

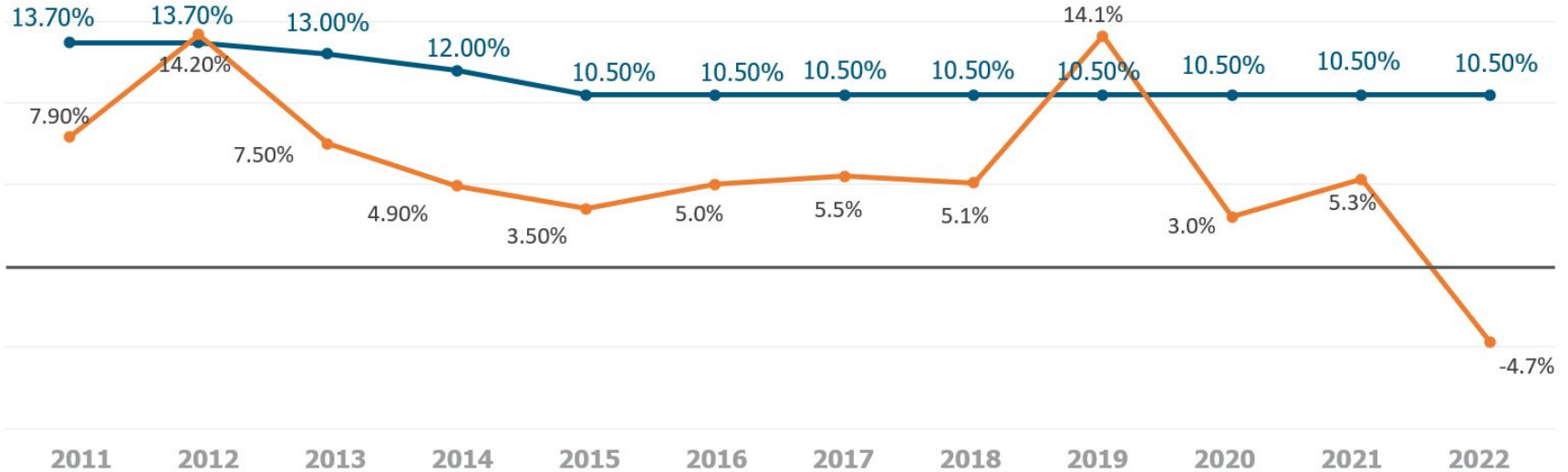
- Federal Insurance Contributions Act (FICA) tax remains at 7.65% of compensation for fiscal year 2024
- Public Employees Retirement Fund (PERF) contribution for non-public safety employees is 14.2% and is 22.0% for sworn public safety employees

# Benefits-Medical Insurance

- The contribution for each benefit-eligible employee remains at \$14,274.
- City medical premiums are increasing by 3.5%.
- Our participation in the AIM Medical Trust since 2011 has greatly helped control medical insurance costs.

# Estimated Premium Savings

■ Industry Trend    ■ Trust Renewal



Source: [aimmedicaltrust.org/why-us/](http://aimmedicaltrust.org/why-us/)

# Benefits-Dental and Vision Insurance

- No increase to employee premium costs.
- We are exploring switching Dental and Vision providers to save costs.

# Benefits-Others

- Short and Long Term Disability
- Basic Life and Accidental Death Insurance
- Voluntary Term Life Insurance
- 457(b) Deferred Compensation Plan
- Health Savings Accounts (HSA)
- Flexible Spending Accounts (FSA)
- Life Assistance Program (LAP)

# Benefits-Others

- Gym & Massage Therapy Reimbursement
- Flu/COVID Shots
- Biometric Screenings
- Commuter benefit
- Reproductive healthcare travel reimbursement
- Near-site employee health clinic
- Paid parental leave
- Educational reimbursement program

# Compensation & Benefits Statement

**2024**

Salary	\$42,000
Bonus	\$500
Insurance & wellness benefits	\$14,274
PERF contribution (14.2%)	\$6,035
457(b) contribution match	\$780
Paid Time Off (304 hours)	\$6,138
Social Security & Medicare (7.65%)	\$3,251
	<b>\$72,978</b>

# Conclusion

Thank you for your consideration of the Compensation & Benefits budget request.

I am happy to answer any questions.





CITY OF  
BLOOMINGTON

# HUMAN RESOURCES

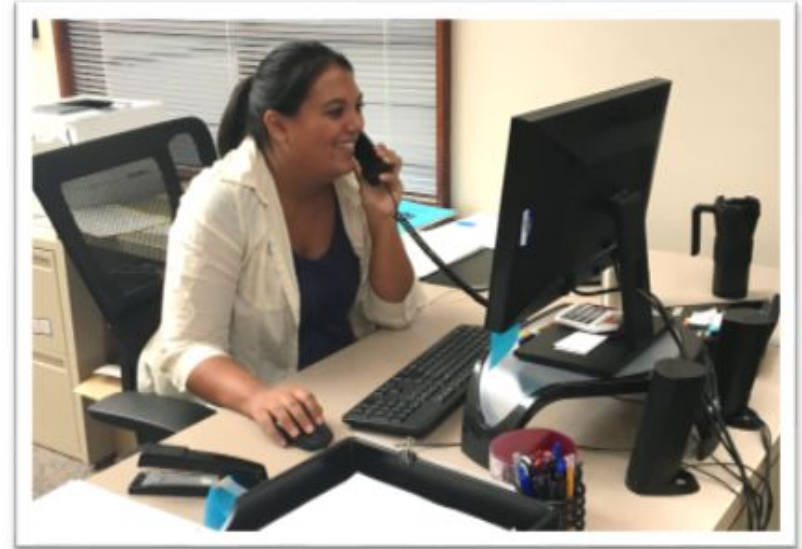
EMILY FIELDS, INTERIM DIRECTOR

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023

# Why We Exist

The Human Resources Department exists to create a positive, productive and inclusive work environment that attracts, retains, and develops talent in order to accomplish organizational goals.



# Background

- 3 SHRM certified staff
- Major initiatives include:
  - Responding to COVID-19
  - Implicit bias training, anti-racism training
  - Hiring process
  - Internship program
  - Training and support for supervisor



# 2023 Budget Goals Update

## Staffing

- Hiring process
- Electronic forms

## Compliance

- Reviewing policies
- Networking

## Employee Relations

- Harassment prevention training
- Diversity and inclusion training
- Internal department survey
- Appreciation events

# 2023 Budget Goals Update Cont...

## Compensation, Benefits, and Employee Development

- Classification and compensation study
- Near-site employee health clinic
- Explore non-insurance benefits
- Open enrollment survey and improvements

# 2024 Budget Goals

## Staffing

Activity Description: Oversee and coordinate the hiring process, update job descriptions, conduct orientation, consult with department heads on staffing concerns, and provide support to the job evaluation committee.

# 2024 Budget Goals

## Staffing

- Approve requests to hire for vacancies within an average of 5 business days of receiving the request.
- Implement a virtual onboarding process by the end of Q2.



# 2024 Budget Goals

## Compliance

Activity Description: Develop, interpret, and apply personnel policies. Communicate these policies to employees and ensure internal processes align with policy. Maintain compliance with employment laws and other adopted standards.





# 2024 Budget Goals

## Compliance

- Reduce time spent on managing payroll related questions and issues by the end of Q4.
- Implement a new process for maintaining and updating job descriptions by the end of Q4

# 2024 Budget Goals

## Employee Relations

Activity Description: Perform investigations, review disciplinary actions, coach managers, respond to grievances, participate in contract negotiations, implement strategies to improve employee engagement, develop and administer personnel policies.



# 2024 Budget Goals

## Employee Relations

- Require instructor-led implicit bias training by the end of Q4.
- Organize three employee appreciation events by the end of Q4.
- Coordinate the implementation of dedicated spaces for employees who need to express milk by the end of Q4

# 2024 Budget Goals

## Compensation, Benefits, and Employee Development

Activity Description: Administer compensation and benefits, coordinate development opportunities, and coordinate the performance management.



# 2024 Budget Goals

## Compensation, Benefits, and Employee Development

- Conduct an annual Open Enrollment survey by the end of Q4 to improve the annual process which is at the end of October/beginning of November each year.
- Select human resources management software in coordination with ITS by the end of Q4.

# Budget Highlights

## 2024 Budget Proposal Highlights

Budget request is \$2,415,985. This represents a 21% change over the prior year.

**Personnel** request is \$2,185,098. This represents an increase of \$508,023 or 30% over the prior year.

# Budget Highlights

## 2024 Budget Proposal Highlights Continued

**Category 2 – Supplies** request is \$3,950 and represents a 67% increase over the prior year.

**Category 3 – Other Services** request is \$226,937 and represents a 27% decrease over the prior year.

**Category 4 – Capital Outlays** request is \$0.

# Human Resources Budget Summary

Summary Budget Allocation	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget	Change (\$)	Change (%)
100 - Personnel Services	626,125	523,988	587,245	1,677,076	2,185,098	508,023	30%
200 - Supplies	1,666	549	807	2,360	3,950	1,590	67%
300 - Other Services	152,060	117,533	211,186	311,762	226,937	(84,825)	-27%
400 - Capital Outlays	-	-	-	-	-	0	0%
<b>Total</b>	<b>779,852</b>	<b>642,070</b>	<b>799,237</b>	<b>1,991,198</b>	<b>2,415,985</b>	<b>424,788</b>	<b>21%</b>



# Total Departmental Budget by Fund

Category	General Fund	ED-LIT	Total
1	1,040,712	1,144,387	2,185,098
2	3,950		3,950
3	168,165	58,772	226,937
4			0
<b>Total</b>	<b>1,212,827</b>	<b>1,203,159</b>	<b>2,415,985</b>

# Conclusion

The 2024 Human Resources' budget request reflects increases that align with our mission to create a positive, productive and inclusive work environment that attracts, retains, and develops talent in order to accomplish organizational goals.

Thank you for your consideration of the Human Resources 2024 budget request.

I would be happy to answer any questions.



CITY OF  
BLOOMINGTON

# OFFICE OF THE CITY CLERK

CLERK NICOLE BOLDEN

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023

# Why We Exist

The Office of the City Clerk is defined both in statute and in practice. It sits outside the City Administration and beside that of the Common Council, both literally and statutorily.



# Background

- 4 full-time equivalent employees (FTEs)
- Major initiatives include:
  - Serve as record keeper for council
  - Hear and adjudicate parking ticket appeals for the City of Bloomington
  - Update and maintain the Bloomington Municipal Code



# 2024 Budget Goals

## Council Meetings

- The Clerk's office will continue to staff the shared Clerk and Council space.
- The Clerk's office will continue to provide staff for Council committees and meetings.



# 2024 Budget Goals

## Training and Education

- All Clerk staff will work on certification programs, which offer additional DEI training programs other than those required by the city.



# 2024 Budget Goals

## Public Engagement and Outreach

- We will continue to officiate weddings within the community.
- The office will continue to attend neighborhood and community meetings.





# 2024 Budget Goals (continued)

## Public Engagement and Outreach

- The office will continue to sponsor activities/events that benefit the community and reflect the goals of the City.



# Budget Highlights

The Clerk's total budget request is \$420,436, an increase of \$19,880. The amount is entirely in the Personnel Services category and is based on a cost of living increase which aligns with the City-wide proposal for non-union employees.

The amount does not include the requested increase in the salary of the City Clerk in order to align with other department heads.

# Office of the City Clerk Budget Summary

Summary Budget Allocation	2020 Actual	2021 Actual	2022 Budget	2023 Budget	2024 Budget	Change (\$)	Change (%)
100 - Personnel Services	242,395	247,649	316,147	354,171	374,051	19,880	6%
200 - Supplies	1,087	4,653	2,716	6,000	6,000	0	0%
300 - Other Services	10,650	29,385	27,582	40,385	40,385	0	0%
400 - Capital Outlays	-	-	-	-	-	-	0%
<b>Total</b>	<b>254,133</b>	<b>281,687</b>	<b>346,446</b>	<b>400,556</b>	<b>420,436</b>	<b>19,880</b>	<b>5%</b>

# Conclusion

Thank you for your consideration of the  
Office of the City Clerk 2024 budget request.



CITY OF  
BLOOMINGTON

# LEGAL DEPARTMENT

BETH CATE, CORPORATION COUNSEL

2024 CITY BUDGET  
PRESENTATIONS

August 28, 2023

# Why We Exist

The Legal Department serves the City's legal needs, including:

- Drafting, interpreting, and enforcing municipal code
- Advising Mayor and depts on broad variety of local, state and federal law issues
- Negotiating and approving wide variety of contracts and property transactions
- Conducting and managing litigation involving City
- Assisting with tax and bond issues
- Supporting City boards, commissions and affiliated entities
- Helping solve residents' issues.

# Background

- 2 divisions: Legal and Risk
- 13 full-time equivalent employees (FTEs)
  - 8 Lawyers
  - 1 Risk Manager
  - 1 Director of Safety and Training
  - 1 Paralegal/Administrative Assistant
  - 1 General Administrative Assistant (+HRC through 2023)
  - 1 Risk Administrative Assistant

# Background

- Major initiatives include:
  - Annexation litigation
  - Advice and support for major capital projects
  - Supporting Tech Center development/Trades District activation
  - Licensing and implementing NextRequest software
  - Conducting City-wide training on Open Door compliance
  - Supporting the close-out of the BIDAC and transfer of CRED \$
  - With HAND and support from IU, submitting Post-Census Group Quarters review request



# 2023 Budget Goals Update

## Overarching goals

- Provide timely and effective legal research, legal analysis and legal advice on all aspects of City business to City clients
- Ensure that the City is compliant with Civil Rights laws and regulations that protect our residents
- Maintain the highest ethics in conducting City business
- Improve provision of legal services based on internal feedback

# 2023 Budget Goals Update

- Merge county and city Human Rights Commissions
- Submit Post-Census Group Quarters Review request
- License and implement public records software
- Implement litigation tracking and calendaring system
- Establish comprehensive digital contracts environment
- Survey city legal website best practices and update website
- Board and Commission training and compliance reminders

# 2024 Budget Goals—Legal and Risk

- Assist with Administration and Council transition
- Implement comprehensive digital contracting software
- Achieve Dispatch Union (CWA) contract
- Move to 5-year rolling average for measuring targeted reductions in insurance claims, OSHA recordable injuries, and workers' compensation costs
- Create 3 more enclosed offices within Legal suite



# Budget Highlights

The Legal Department's budget request is \$2,660,437, an increase of \$473,207 or 22%. This increase comes mainly in Personnel Services and Other Services, reflecting:

- COLA for personnel
- Outside counsel/consultant fees
- \$115,500 to create 3 new offices in Legal suite
- Increased insurance premium and workers comp payments

# Departmental Budget by Fund

Category	General Fund	Risk Management	Total
1	1,189,355	283,166	1,472,521
2	12,495	44,323	56,818
3	553,412	577,686	1,131,098
4	0	0	0
<b>Total</b>	<b>1,755,262</b>	<b>905,175</b>	<b>2,660,437</b>

# Legal Budget Summary

Summary Budget Allocation	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget	Change (\$)	Change (%)
100 - Personnel Services	1,420,788	1,436,473	1,430,579	1,374,249	1,472,521	98,272	7%
200 - Supplies	48,123	55,313	55,293	60,694	56,818	(3,876)	-6%
300 - Other Services	842,087	1,038,191	590,621	752,287	1,131,098	378,811	50%
400 - Capital Outlays	-	-	-	-	-	-	0%
<b>Total</b>	<b>2,310,998</b>	<b>2,529,976</b>	<b>2,076,492</b>	<b>2,187,229</b>	<b>2,660,437</b>	<b>473,207</b>	<b>22%</b>

# Conclusion

The 2024 Legal Department budget request reflects increases that align with the stated goals of providing the City with excellent, cost-effective legal advice that minimizes risks for the City's employees and residents.

Thank you for your consideration of the Legal Department 2024 budget request.

I would be happy to answer any questions.





CITY OF  
BLOOMINGTON

# INFORMATION & TECHNOLOGY SERVICES

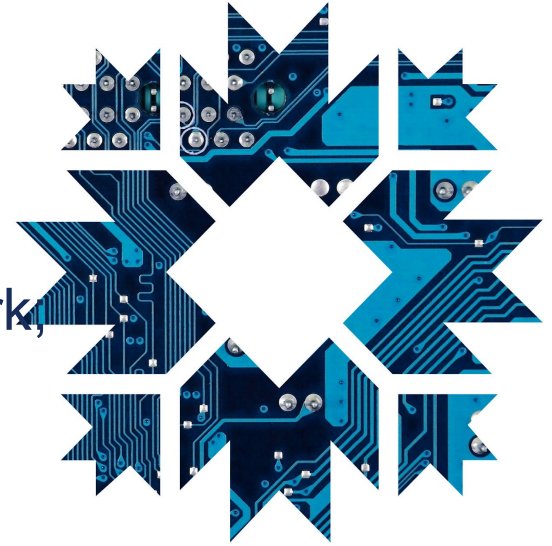
RICK DIETZ, DIRECTOR

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023

# WHY WE EXIST

The mission of the ITS Department is to provide the IT services, tools, training and resources necessary to maintain mission-critical City systems; empower City staff to excel in their work, and to improve digital equity in our community and electronically engage residents in their own governance.



# Background

- Department
  - Administration: 2.5 employees
  - Operations: 10 employees
    - Technology Support: 7 employees
    - Infrastructure Support: 2 employees
  - Enterprise Applications: 8 employees
    - Applications Support: 4 employees
    - Geographic Info Systems (GIS): 3 employees



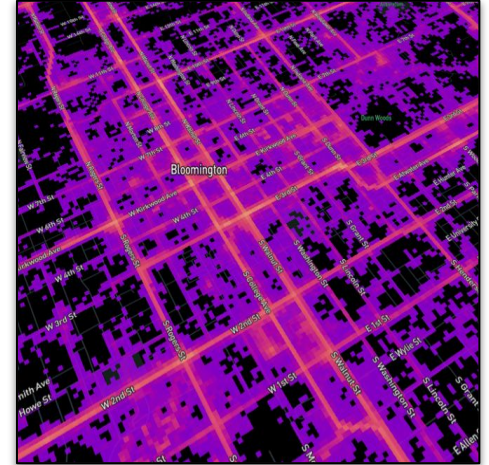
# 2023 Budget Goals Update

- ✓ Implement at least 2 Digital Equity Strategic Plan recommendation to improve broadband access to vulnerable populations. (Staff, WiFi)
- ✓ Administer, award and monitor 2023 Digital Equity Grants to support local organizations bridging the digital divide. (Announced 8/21/23)
  - Enterprise-wide network upgrade at City facilities to replace outdated hardware, upgrade network capabilities and improve security. (Nearly complete, a few smaller facilities left)



# 2023 Budget Goals Update

- Organize and execute the annual capital replacement of approximately 25% of City desktop inventory in 2023
- Ensure 99.5% uptime of city network and 99.5% uptime of external internet connectivity, excluding scheduled downtime for upgrades. (2023 Q1 & Q2: 99.75% and 99.74%)
- Cybersecurity training: Achieve industry standard target of 4.0% or below phish-prone percentage. Currently 2.9% in 2023



# 2024 Budget Overview

Big priorities in the 2024 Budget include...

- Support basic IT functions of government
- Support Meridiam/GigabitNow Fiber project
- Continue to address community Digital Equity challenges
- Support ITS capital plan through ED-LIT
- ITS Strategic Plan update
- Integrate new staff resources: Asst Systems & Network Administrator and part-time GIS Technician.

# 2024 Budget Overview

- **Equity and Inclusion:** Extend the promise of modern technology to all, building on the Digital Equity Strategic Plan with grants, staff resources, and other strategic initiatives.
- **Cyber Security:** Efforts include new staff, continued partnership with CISA (Cybersecurity & Infrastructure Security Agency), anti-virus updates, more staff education.
- **Sustainability:** Continue process improvements to reduce paper processes, scan documents, and improve IT purchasing.

**Now on to our 2024 Goals...**

# 2024 Budget Goals

- Support and monitor Meridiam fiber project to ensure success of the project.
- Implement at least 2 Digital Equity Strategic Plan recommendation to improve broadband access to vulnerable populations including pursuit of federal DE grant opportunities.
- Refresh ITS Strategic Plan in 2024.



# 2024 Budget Goals

- Administer, award and monitor \$50k in 2024 Digital Equity Grants to support local organizations bridging the digital divide.
- Co-lead Data Analysis, Digital Accessibility, LLM “AI” working groups, holding support and training meetings throughout 2024.
- Implement at least 2 new document management workflows to improve operations and efficiency.

# 2024 Budget Goals

- Deploy 5 new ArcGIS internal support applications (including 2 mobile data collection apps).
- Ensure 99.5% uptime of city network at primary city facilities and 99.5% uptime of external internet connectivity.
- Operate a constantly evolving Cybersecurity program to protect the City's assets, reputation, and financial stability from digital threats.

# 2024 Budget Goals

- Organize and execute the annual capital replacement of approximately 25% of City desktop inventory in 2022.
- Achieve or exceed industry phish-prone percentage target for a medium-sized government organization (currently standard is 4.00% but subject to change).
- Integrate proposed new staff into the ITS team and provide training as needed.



# Budget Highlights

## General Fund ITS

The ITS Department's General Fund budget request is \$3,225,026. This is an increase of \$122,538 or 4%. Significant highlights are listed below:

**Category 1 – Personnel Services:** request is \$2,194,372, which is an increase of \$171,229 or 8% supporting cost of living increases and new Assistant Systems/Network Administrator and PPT GIS Technician positions.

# Budget Highlights

## General Fund ITS, continued

**Category 3 – Other Services:** Overall decrease of \$23,578 or 2%.

- **Mgt. Fee, Consultants, and Workshops:** Increase of \$40,000 to support update of the ITS Strategic Plan.
- **Telephone:** Increase of \$9,950 to support Voice over IP (VOIP) phone system.

# Budget Highlights

## General Fund ITS, continued Category 3 – Other Services:

- **Hardware and Software Maintenance:** Increase of \$81,582 new asset management system, UAV mapping software, data portal maintenance and increased ArcGIS licenses.
- **Dues & Subscriptions:** Decrease of \$170,481 due to one-time Microsoft Office expenses. New expenses include document accessibility and spatial analytics tools.

# Budget Highlights

## General Fund ITS, continued Category 3 – Other Services:

- **Temporary Contractual Employee:** Increase of \$6,435 to support ITS fellowships and project-based assistance.
- **Grants:** Request for \$50,000 for 2024 Digital Equity Grants funding.
- **Other Services and Charges:** Increase of \$20,000 to cover emergency and contingency expenses.



# Budget Highlights

## General Fund ITS, continued

**Category 4 – Capital Outlays:** Overall decrease of \$25,000 or 26%.

- **Equipment:** Decrease of \$45,000 due to one-time expense in 2023.
- **Other Capital Outlays:** Increase of \$20,000 to cover emergency and contingency expenses.

# Budget Highlights

## ITS ED-LIT Infrastructure Capital Replacement Fund

The ITS ED-LIT Fund budget request is \$534,969. This is an increase of \$69,969 or 15%.

### Category 2 – Supplies:

- **Supplies:** Increase of \$5,000 for ITS Capital Plan replacement of time clock hardware

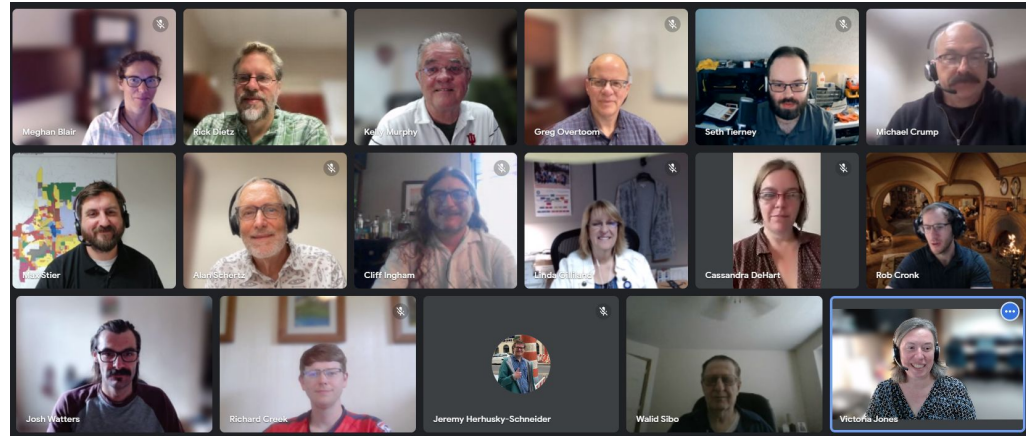
### Category 3 – Other Services:

- **Community Access TV/Radio:** increase of \$4,604, a 1% increase for Community Access Television Services.

# Budget Highlights

## ITS ED-LIT Infrastructure Capital Replacement Fund Category 4 – Capital Outlays:

- **Purchase of Equipment:** Increase of \$65,000 for ITS Capital Plan replacement of enterprise security cameras and copiers.



# Budget Highlights

## Telecommunication Non-Reverting Fund

The ITS Telecommunications Non-Reverting Fund budget request is \$530,686. This is a increase of \$115,563 or 28%.

## *Telecom Infrastructure Account*

**Category 3 – Other Services:** Overall increase of \$65,280 or 49%.

- **Purchase of Equipment:** Increase of \$33,500 to cover increase in hardware maintenance cost from enterprise network upgrade.

# Budget Highlights

## Telecommunication Non-Reverting Fund Telecom Infrastructure, continued

### Category 3 – Other Services:

- **Rentals - Others:** Increase of \$31,780 to cover increase in co-location charges at the Telecom Hotel and new charges.

# Budget Highlights

## Telecommunication Non-Reverting Fund, continued *Telecom Services Account*

**Category 3 – Other Services:** increase of \$24,220 or 33%.

- **Hardware and Software Maintenance:** Increase of \$24,400 to cover one-time increase in Microsoft Server Datacenter licenses and emulation tools.

**Category 4 – Capital Outlays:** Overall increase of \$26,063.

- **Equipment:** Increase of \$26,063 for computer replacement includes laptops, docks, UPS units, monitors and peripherals.

# Budget Highlights

## *Electronic Map Generation Fund*

The ITS Department's Electronic Map Generation Fund budget request is \$6,000 in 2024, an increase of \$6,000 from 2023.

## *Enhanced Access Fund*

The ITS Department's Enhanced Access Fund budget request is \$2,500 in 2024, an increase of \$2,500 from 2023.

Both requests support acquisition of aerial orthophotography data.



# Budget Highlights

## Digital Equity Fund

Meridiam contributes \$85k annually to the fund to support the City's Digital Equity initiatives. The ITS Department's Digital Equity Fund budget request is \$87,985.37, an increase of \$2,986 or 4%. Significant highlights are listed below:

**Category 1 – Personnel Services:** Increase of \$14,301 or 30% supporting cost of living increases.

**Categories 2&3:** Decreases of \$5,839 and \$5,476 in Other Supplies and Other Services and Charges, respectively.



# Departmental Budget by Fund

Category	General Fund	ED-LIT	Digital Equity	Non-Reverting Telecom	Elec Map Generation	Enhanced Access	Total
1	2,194,372		61,622				2,255,994
2	27,736	5,000	13,000	9,900			55,636
3	962,918	464,969	13,363	295,400	6,000	2,500	1,745,150
4	70,000	65,000	0	225,386			360,386
<b>Total</b>	<b>3,255,026</b>	<b>534,969</b>	<b>87,985</b>	<b>530,686</b>	<b>6,000</b>	<b>2,500</b>	<b>4,417,166</b>

# ITS Budget Summary

Summary Budget Allocation	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget	Change (\$)	Change (%)
100 - Personnel Services	1,738,462	1,773,859	1,792,552	2,070,465	2,255,994	185,530	9%
200 - Supplies	24,761	11,532	20,552	56,588	55,636	(952)	-1.7%
300 - Other Services	1,048,510	1,200,719	1,236,571	1,676,235	1,745,150	68,915	4%
400 - Capital Outlays	151,169	711,940	729,164	294,323	360,386	66,063	22%
<b>Total</b>	<b>2,962,903</b>	<b>3,698,049</b>	<b>3,778,840</b>	<b>4,097,611</b>	<b>4,417,166</b>	<b>319,556</b>	<b>8%</b>

# Conclusion

Thank you for your consideration of the Information & Technology Services 2024 budget request.

I would be happy to answer any questions.





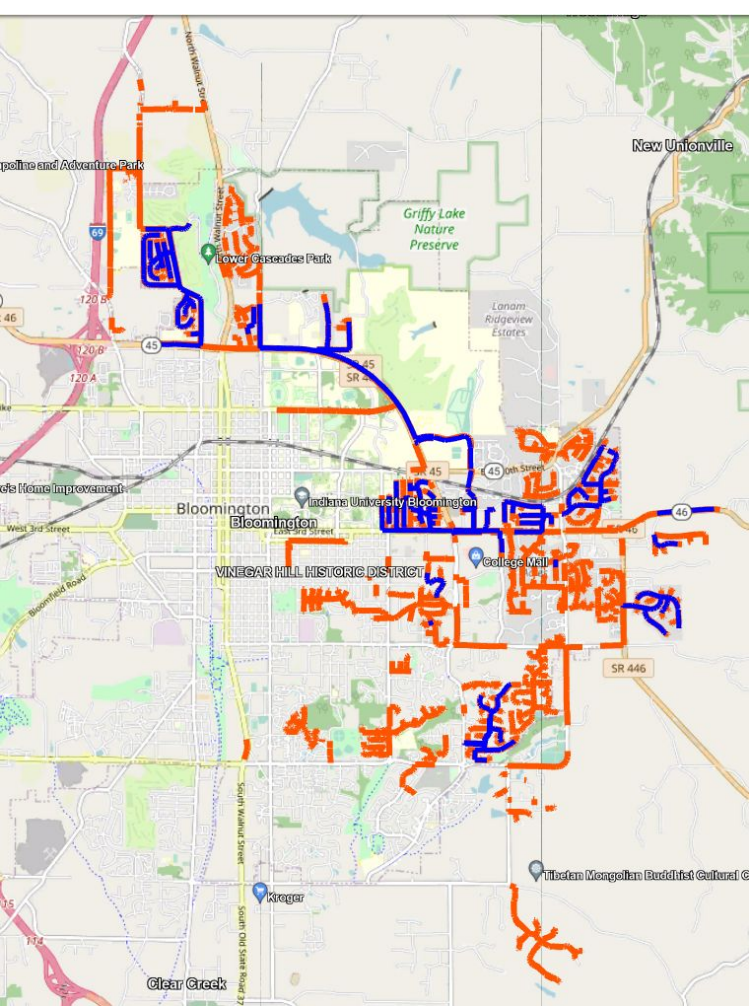
CITY OF  
BLOOMINGTON

# INFORMATION & TECHNOLOGY SERVICES

RICK DIETZ, DIRECTOR

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023



Conduit Installed	462,834 feet
Fiber Installed	155,936 feet
Homes Passed	9,335
Homes Ready for Sale	2,179
Active Customers	51
Digital Equity Customers	0 (2 onboarding)
Pre-registered Customers	624
Homes Ready for Sale EOY	11,750



CITY OF  
BLOOMINGTON

# OFFICE OF THE COMMON COUNCIL

STEPHEN LUCAS, ADMINISTRATOR/ATTORNEY

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023

# Why We Exist

## Legislative Body of the City

The Common Council is the legislative body of the City. It may pass ordinances, orders, resolutions, and motions for the government of the city, the control of the city's property and finances, and the appropriation of money to the extent the power is not vested in the executive branch.

Working in concert with elected officials, departmental staff, and members of the public, the Council strives to perform its duties in an open, accountable, effective, and deliberative manner.



# Background

The Council is composed of nine members, with three representing the City at-large and six representing distinct geographic districts, and is facilitated by 2.80 FTEs, an O'Neill Service Corps Fellow and a Cox Civil Scholar.





# Background

## **The Council uses various standing committees:**

- Climate Action & Resilience Committee
  - Sidewalk Committee
  - Jack Hopkins Social Services Committee
- (along with various ad-hoc and special committees)

## **and members serve on over a dozen other governing bodies:**

- PS-LIT Committee & F&B Tax Advisory Commission
- City & County Economic Development Commissions
- Plan Commission, BUEA, Solid Waste Management District, among others

# 2023 Budget Goals Update

## Legislative Duties

### ✓ 2022-2023 Highlights:

- Completed decennial redistricting.
- Helped support affordable housing through revenue notes, adjustments to UDO, and other actions.
- Supported public safety through salary increases and purchase of Showers West for new headquarters



# 2023 Budget Goals Update

## Legislative Duties

- ✓ Adopted Ordinances and Resolutions
  - 30 ordinances and 16 resolutions in 2020
  - 49 ordinances and 38 resolutions in 2021
  - 35 ordinance and 14 resolutions in 2022
  - 14 ordinances and 12 resolutions through August 2023
- ✓ Continued “hybrid” public accessibility to Council meetings
  - Collaborate with Clerk’s Office and ITS to improve workflow and ease of access to public documents and meeting materials.

# 2023 Budget Goals Update

## Policy Development and Coordination

- ✓ Collaborated with city departments to prepare legislation for Council action.
- Assist councilmembers in pursuing individual initiatives.
- Continue to explore ways to improve the effectiveness and efficiency of Council and Committee meetings.

# 2023 Budget Goals Update

## Discretionary Funding

- ✓ In 2022 the Jack Hopkins Social Services Committee awarded nearly \$339,000 to 28 community agencies. In 2023, the Committee awarded nearly \$323,000 to 32 community agencies.
- ✓ The Council Sidewalk Committee, in consultation with City staff from several departments, was responsible for use of \$336,000 from the Alternative Transportation Fund.

# 2023 Budget Goals Update

## Constituent Services and Community Relations

- ✓ Continue to receive and relay calls or emails from constituents to Councilmembers and relevant department(s).



# 2024 Budget Goals

## Legislative Duties

Take formal legislative action at public meetings for government of the city and control of finances; assist with scheduling legislative initiatives and distribution of legislative materials.

- Continue improving public awareness of and accessibility to Council meetings and materials through collaboration with other departments and in response to public feedback.

# 2024 Budget Goals

## Policy Development and Coordination

- Develop and coordinate policies in collaboration with the Administration and the public that address community needs effectively while remaining within budgetary constraints.
- Training for staff and incoming councilmembers in 2024
- Facilitate the work of Council and its committees, research policy both in terms of its legality and best practices, and draft memoranda, reports, legislation, and other policy documents.



# 2024 Budget Goals

## Discretionary Funding

Facilitate the work of Council committees:

- Continue to streamline and improve the JHSSF application and claims process based on feedback.
- Continue refinement of Sidewalk Committee criteria and process according to member guidance.
- Continue facilitating work of other Council Committees.

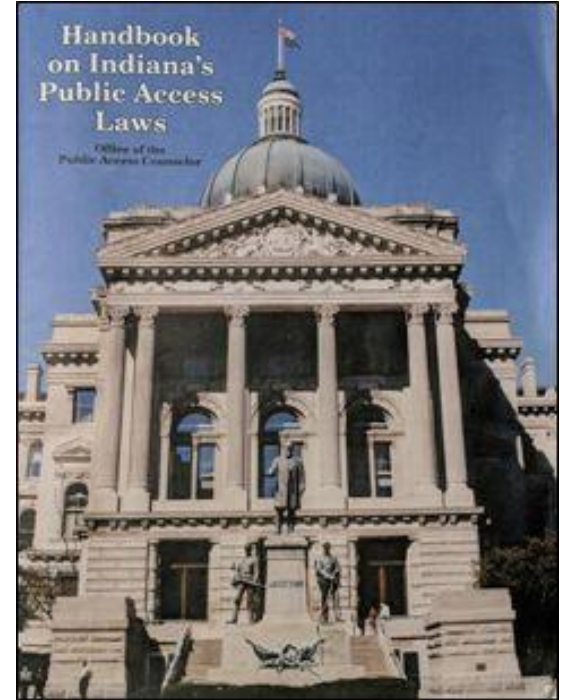


# 2024 Budget Goals

## Constituent Services and Community Relations

Receive and respond to citizen contact about City policies, practices, and general issues of community concern. Strive to provide an open, responsive and accountable municipal government that contributes to a sense of community.

- Provide initial response to constituent calls and emails within two business days.



# 2024 Budget Goals

## Legal Counsel

The Council Office includes attorneys who represent the Council on terms that the Council, as a body, considers appropriate and that are consistent with the obligations that attorneys have to their clients.

- Attend at least 12 hours of training/CLE each year to stay informed of emerging issues/changes in law.

# Budget Highlights

## Category 1 – Personnel

Requested increase of \$43,379 or 7.1%.

- Requested increase of 5% for Councilmember and office staff salaries.
- Requested increase in hours for AA/LRA position

## Category 2 – Supplies

Requested increase of \$314 or ~6.8%.

- Line 211 - Office Supplies: software for new CMs; new Westlaw contract

# Budget Highlights

## Category 3 – Other Services and Charges

Requested increase of \$31,074 or ~7.5%.

- Line 396 - Grants: Increases Jack Hopkins program funding from \$323,000 to \$350,000.
- Line 316 - Instruction - One-time training expenses for incoming councilmembers

# Budget Highlights

## Category 4 – Capital Outlays

Requested increase of \$14,000 or ~4.2%.

- Line 431 (Improvements Other than Buildings) - Increases budget from \$336,000 to \$350,000 out of the Alternative Transportation Fund for the construction of sidewalk projects recommended by the Council Sidewalk Committee and approved by the Council.

# Department Budget by Fund

Category	General Fund	CC Jack Hopkins NR17-42	Alternative Transport	Total
1	654,194			654,194
2	4,950			4,950
3	92,288	350,000		442,288
4	0		350,000	350,000
<b>Total</b>	<b>751,432</b>	<b>350,000</b>	<b>350,000</b>	<b>1,451,432</b>

# Common Council Budget Summary

Summary Budget Allocation	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget	Change (\$)	Change (%)
100 - Personnel Services	601,361	582,723	563,037	610,815	654,194	43,379	7%
200 - Supplies	3,633	2,646	3,692	4,636	4,950	314	7%
300 - Other Services	789,172	1,066,808	437,511	411,214	442,288	31,074	8%
400 - Capital Outlays	54,788	270,801	52,425	336,000	350,000	14,000	4%
<b>Total</b>	<b>1,448,954</b>	<b>1,922,979</b>	<b>1,056,665</b>	<b>1,362,665</b>	<b>1,451,432</b>	<b>88,767</b>	<b>7%</b>



# Conclusion

The 2024 Office of the Common Council budget request reflects increases that align with the goals of:

- community service
- transparency
- public engagement, and
- accessibility.

Thank you for your consideration of the Office of the Common Council 2024 budget request.

I would be happy to answer any questions.



CITY OF  
BLOOMINGTON

# OFFICE OF THE CONTROLLER

JEFF MCMILLIAN, DEPUTY CONTROLLER &  
CHERYL GILLILAND, DIRECTOR OF AUDITING

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023

# WHY WE EXIST

The Indiana State Legislature in IC 36-4-9-6 established the position of Controller and its related duties. The office is an internal service department that oversees all financial transactions, procedures and protocols for the City departments. Plus, oversight and interaction with Bloomington Transit, Bloomington Housing Authority (BHA), Redevelopment Commission, Buskirk-Chumley Theater (BCT) Management Company, Bloomington Urban Economic Association (BUEA), and Dimension Mill, Inc.

# Background

The Controller serves as the City's Chief Financial Officer and the office of 12 staff members and 2 interns. Responsible for:

- Accounts Receivable/Payable/Payroll/Grants
- Annual Budget
- Internal Audit & Internal Controls
- Federal, State & Local Reporting
- Police & Fire Pensions
- Major initiatives with financial oversight currently include:

Switchyard Park • Current & new hospital sites • Parking garages

# 2023 Budget Goals Update

## Core Department Functions

- ✓ Increase participation in Electronic Funds Transfer (EFT) payment process from 75% to 77% to reduce the processing of paper checks
- Establish a monthly training schedule to train new employees on the purchase order process
- Regroup commodity codes to determine our aggregate level of goods purchased

# 2023 Budget Goals Update

## Budgeting

- ✓ Coordinate with City departments to ensure that documentation is completed and distributed prior to initial budget presentations in August 2023
- ✓ Issue the budget package for the Council budget hearings by the Friday before the budget presentations to City Council

# 2023 Budget Goals Update

## Research & Special Projects

- ✓ Continue participation in the planning and usage of CARES and ARPA funds
- Reduce the number of travel paper copies printed and stored by obtaining State Board of Accounts approval to replace the paper travel voucher with the online travel expense form

# 2023 Budget Goals Update

## Internal Audit

- Obtain opinion on the 2022 financial statements from the State Board of Accounts without major findings by the end of Q2 2023
- Conduct audits of all cash funds (18 accounts in 2023); a minimum of twice annually of the on-going accounts and once annually of the seasonal accounts)



# 2024 Budget Goals

## Core Department Functions

- Maintain participation in Electronic Funds Transfer (EFT) payment process at 77% to reduce the processing of paper checks
- Upload the required reports to the SBOA website within 45 days of month end
- Implement a Vendor Risk Management (VRM) program

# 2024 Budget Goals

## Budgeting

- Coordinate with City departments to ensure that documentation is completed and distributed prior to initial 2024 budget presentations
- Issue the budget package for the Council budget hearings by the Friday before the budget presentations to City Council

# 2024 Budget Goals

## Research and Special Projects

- Continue participation in the planning and usage of CARES and ARPA funds
- Reduce the number of travel paper copies printed and stored by obtaining State Board of Accounts approval to replace the paper travel voucher with the online travel expense form
- Explore implementing an online travel training system for users and approvers

# 2024 Budget Goals

## Internal Audit

- Obtain opinion on the 2023 financial statements from the State Board of Accounts without major findings by the end of Q2 2024
- Conduct audits of all cash funds (18 accounts in 2023); a minimum of twice annually of the on-going accounts and once annually of the seasonal accounts)

# Budget Highlights

The Controller's Office 2024 budget request is \$3,183,823. This is an overall increase of \$987,494 from 2023. Some highlights:

**Category 1 – Personnel** request is \$1,209,388.

This is an increase of \$143,494

**Category 3 – Other Services & Charges** request is \$1,963,885.

This is an increase of \$844,000

# Office of the Controller Budget Summary

Summary Budget Allocation	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget	Change (\$)	Change (%)
100 - Personnel Services	1,075,117	1,057,134	1,005,602	1,209,388	1,236,975	27,587	2%
200 - Supplies	2,295	4,723	8,355	10,550	10,550	0	0%
300 - Other Services	1,634,223	1,249,727	1,434,170	1,963,885	2,004,925	41,040	2%
400 - Capital Outlays					-	0	0%
<b>Total</b>	<b>2,711,635</b>	<b>2,311,584</b>	<b>2,448,128</b>	<b>3,183,823</b>	<b>3,252,450</b>	<b>68,627</b>	<b>2%</b>

# Office of the Controller Budget by Fund

Category	General Fund	CARES	ED LIT	Non- Reverting Improve	Total
1	0		1,236,975		1,236,975
2	10,550				10,550
3	613,814	288,000	1,100,111	3,000	2,004,925
4					0
<b>Total</b>	<b>624,364</b>	<b>288,000</b>	<b>2,337,086</b>	<b>3,000</b>	<b>3,252,450</b>

# Conclusion

The 2024 Office of the Controller budget request reflects increases that align with the stated goals of Accounts Receivable, Payables, Payroll, Grants, Cash Management, Purchasing, Annual Budget, Internal Audit & Controls and Significant special projects and initiatives with financial oversight.

Thank you for your consideration of the Office of the Controller 2024 budget request.

We would be happy to answer any questions.





CITY OF  
BLOOMINGTON

# OFFICE OF THE MAYOR

LARRY ALLEN, DEPUTY MAYOR

2024 CITY BUDGET  
PRESENTATIONS

AUGUST 28, 2023

# Why We Exist

The Office of the Mayor provides leadership, management, communication and strategic direction to the City of Bloomington government.

- Oversee 16 department heads
- 800 full-time employees
- Total budget of \$249 million\*  
\*Including ARPA/CRED requests
- 85,000 residents
- Nearly 3 million annual visitors



# Background

- 8 full-time equivalent employees
- 1 temporary, part time employee
- 5 student interns
- Includes Directors of Communication, Public Engagement, and Innovation



# Background

Major initiatives include:

- Public safety, equity, civility and justice
- Affordable/workforce housing
- Economic development facilitated through enhanced quality of place
- Climate change/sustainability
- Transparency/community engagement
- Asset management and investment
- Innovation
- Diversity, Equity, Inclusion, and Belonging



# 2023 Budget Goals Update

## Policy and Administration

➤ Conduct weekly, biweekly or monthly meetings with key staff focused on topical areas (i.e. Affordable Housing, Public Safety, Climate Action Team, etc.) to coordinate and further City priorities.



# 2023 Budget Goals Update

## Policy and Administration

- Policy and Administration: Support continued redevelopment of Hopewell, Trades District, and collaborate with departments for key infrastructure investments.
  
- Policy and Administration: Oversee work and progress on the City's Climate Action Plan, in conjunction with ESD, by leading internal Climate Action Team meetings.

# 2023 Budget Goals Update

## Communications

➤ Communications: Coordinate a minimum of 60 opportunities for the Mayor to interact with the press in real time, whether in person or virtually, by Q4.

## Public Engagement

➤ Improve transparency and address residents' ideas, questions and issues with City departments by conducting outreach to a minimum of 10 group/neighborhood meetings by Q4.



# 2023 Budget Goals Update

## Innovation

- Nurture a culture of innovation by featuring a minimum of 25 success stories of departmental innovation on the city website. Conduct annual “Innovation@Work” celebration of the newly documented innovations.
- Partner with ITS to co-lead multi-departmental development of the City’s first Smart City Strategic Plan by Q4





# 2024 Budget Goals

## Policy and Administration

- Coordinate the scheduling of legislation that goes before the City Council with regular meetings of the Council/administration scheduling team, at least 40 times per year.
- Meet at least monthly with County government leadership (Council and Commissioners) to discuss relevant mutual topics, with the goal of increased communication and collaboration.
- Continue developments in Hopewell, Trades District, and Police & Fire capital improvements.

# 2024 Budget Goals

## Policy and Administration

- Oversee work and progress on city's Climate Action Plan, in conjunction with ESD, by leading internal Climate Action Team meetings, and expand regional collaboration with Project 46.
- Continue to pursue potential Convention Center expansion.
- Expand on the Green Ribbon Panel and continue the new Project 46 initiative with at least two public events related to this program by Q4.
- Expand on the DEI Initiative with at least three public events related to this program by Q4.

# 2024 Budget Goals

## Communications

- Improve City communications, including the City's website, strategic messaging, and branding, by meeting with the City's Interdepartmental Communications Team (ICT) on a semi-monthly basis to provide training and guidance for and from front-line communicators.
- Conduct training for relevant City staff on utilizing and understanding the social media policy, brand standards, style guide, and messaging.

# 2024 Budget Goals

## Public Engagement

- Ensure external communication and collaboration by meeting with Town/Gown group quarterly as well as additional interactions with IU Health public relations teams, IU media teams and the IU Dean of Students, Downtown Bloomington Inc., Chamber of Commerce and others.
- Ensure an average vacancy rate at 5% or below at the end of every month in 2024 for Mayoral board and commission appointments.

# 2024 Budget Goals

## Innovation

- Conduct pilot of Innovation Toolkit and associated Bootcamp across the organization.
- Expand Toolkit and coach at least one project resulting from Bootcamp by the end of the year.
- Share investment costs in new tech or programs with departments by managing an investment of up to \$75,000 in the Innovation Fund and leveraging these funds to achieve savings and increase efficiencies.

# Budget Highlights

The Office of the Mayor's general fund budget request is \$1,136,484. This is an overall increase of \$51,954 (5%) from 2023.

Some highlights:

**Category 1 – Personnel Services** request is \$1,014,444. This is an increase of \$51,954, or 5%, from 2023, due to:

Salaries and Wages - Regular: Overall 5% increase in wages and related benefits.

# BUDGET SUMMARY

Summary Budget Allocation	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget	Change (\$)	Change (%)
100 - Personnel Services	873,772	901,736	899,678	962,490	1,014,444	51,954	5%
200 - Supplies	4,038	5,261	7,388	7,800	7,800	0	0%
300 - Other Services	79,701	45,016	132,185	114,240	114,240	0	0%
400 - Capital Outlays	-	-	-	-	-	-	0%
<b>Total</b>	<b>957,511</b>	<b>952,012</b>	<b>1,039,251</b>	<b>1,084,530</b>	<b>1,136,484</b>	<b>51,954</b>	<b>5%</b>

# Conclusion

The 2024 Office of the Mayor's budget request reflects the stated priorities of public safety, equity, civility and justice; affordable/workforce housing, economic development facilitated through enhanced quality of place; climate change/sustainability; transparency/community engagement; asset management and investment; innovation; and diversity, equity and inclusion.

Thank you for your consideration of the Office of the Mayor's 2024 budget request. I would be happy to answer any questions.