



Memorandum

To: Members of the City of Bloomington Common Council
From: Daniel Sherman, Attorney/Administrator, Common Council
Date: July 14, 2010

This Memo accompanies the Council Office Budget for 2011, which was circulated to members of the Council earlier in the spring.

Legislative Body of the City

The Common Council is the legislative body of the City and is composed of nine members who are elected by the citizens of the City. Three members are at-large representatives who are elected by citizens of the entire City and six members are district representatives who are elected by citizens of six geographic districts. When acting at meetings of the Council, a majority of these members “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.” I.C. 36-4-6-18

Transparency, Accountability and Sustainability

The Council strives to conduct its business with a high level of transparency and accountability. Working in concert with the Mayor and City Clerk, the Council helps govern the City and, in that regard, strives to strengthen community commerce, condition, collaboration and character.

This year, for example, the departments are focusing on and proposing to implement recommendations of the Peak Oil Task Force Report, entitled, *Redefining Prosperity: Energy Descent and Community Resilience*. The task force was a Council-driven project where, led by Councilmember Rollo, the Council and Mayor created a seven-member taskforce, which worked closely with the Council Deputy Administrator/ Researcher for well over a year, to produce the *Report*, which is now helping to guide the City’s future.

Council Programs

Here are the three Council programs and their objectives:

Legislative Duties - This involves preparation for and participation during the usual, almost-weekly meetings of the Council. Our goal here is to adopt legislation in an open, informed, and timely manner that is lawful and effectively addresses the needs and the values of the City.

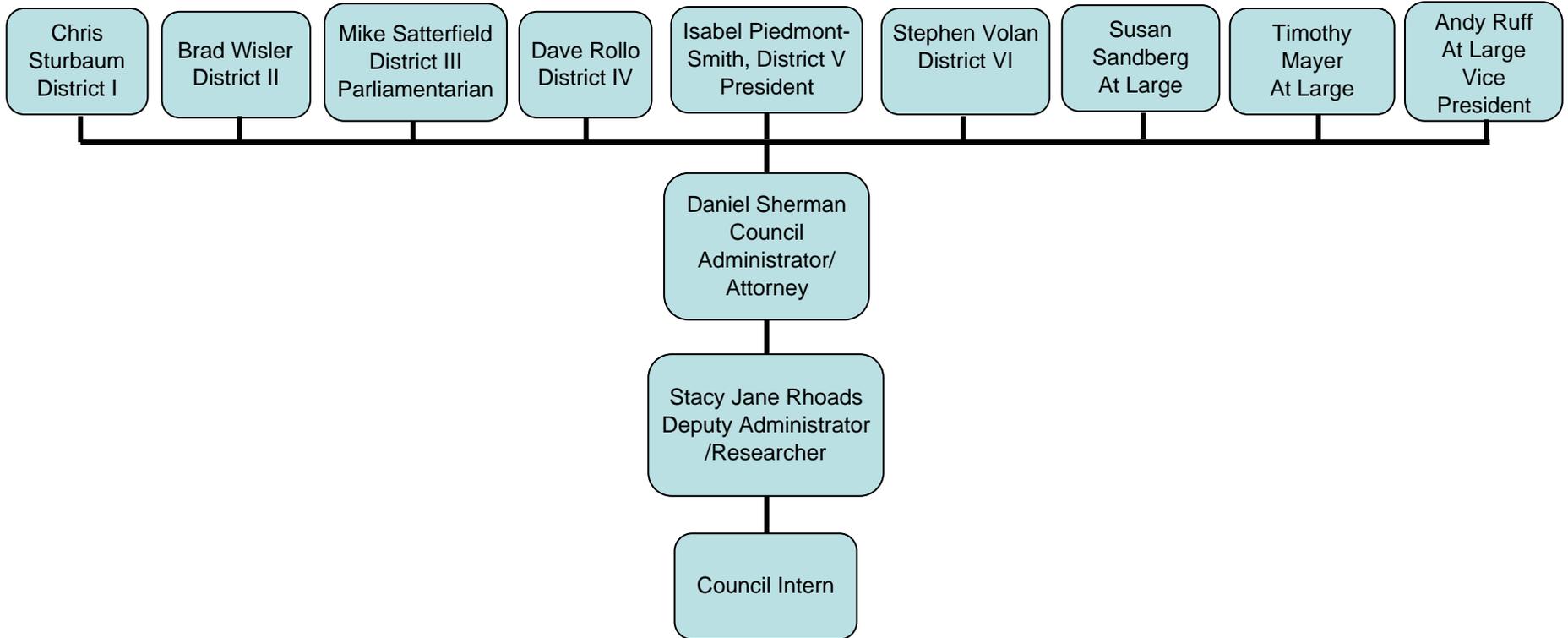
Policy Development and Coordination - This involves appointing persons to serve on the City's boards and commissions, following the work of those bodies, and researching and preparing initiatives on behalf of the Council. The goal here is to help develop and coordinate policies that address community needs effectively while remaining within budgetary constraints.

Constituent Services and Community Relations - This involves collaborating with City departments and citizens to address questions about City policies and practices. It also involves meeting with groups to explain and discuss City governance. The goal here is to provide open, responsive, and accountable municipal government that contributes to a feeling of community.

Council Office Budget for 2011

This budget offers no changes in either Category 2 (Supplies) or Category 3 (Other Services and Charges) and offers changes to Category 1 (Personnel) that are in accordance with City-wide policies.

COMMON COUNCIL



Department: COMMON COUNCIL		2009	2009	2010	2011	\$	%
Fund: GENERAL (101-05-00000-5)		Budget *	Actual	Budget **	Request	Change	Change
* Budget amounts include all appropriations approved. ** Budget amounts include appropriations approved through June 30th.							
1 PERSONAL SERVICES			FTE:	11.000	11.000		
11	Salaries & Wages						
1110	Salaries & Wages - Regular	241,297	241,180	240,852	244,276	3,423	1.42%
1120	Salaries & Wages - Temporary	7,800	7,786	7,800	7,800		
1130	Salaries & Wages - Overtime						
12	Employee Benefits						
1210	FICA	18,712	17,881	19,022	19,284	262	1.38%
1220	PERF	12,272	12,602	12,733	13,407	674	5.30%
1230	Health Insurance	70,675	70,675	70,675	71,390	715	1.01%
1240	Unemployment Compensation						
1250	New Officer Medicare						
1260	Clothing Allowance						
1270	Police PERF						
1280	Fire PERF						
13	Other Personal Services						
1310	Other Personal Services	1,749	1,749		2,497	2,497	
TOTAL - CATEGORY 1:		352,505	351,872	351,082	358,654	7,571	2.16%
2 SUPPLIES							
21	Office Supplies						
2110	Office Supplies	1,250	405	1,250	1,250		
22	Operating Supplies						
2210	Institutional & Medical						
2220	Agricultural Supplies						
2230	Garage & Motor Supplies						
2240	Fuel & Oil						
23	Repair & Maintenance Supplies						
2310	Building Materials & Supplies						
2320	Motor Vehicle Repair						
2330	Street, Alley & Sewer Materials						
2340	Other Repairs & Maintenance						
24	Other Supplies						
2410	Books	3,200	2,809	3,500	3,500		
2420	Other Supplies	1,400	474				
2430	Uniforms and Tools						
TOTAL - CATEGORY 2:		5,850	3,688	4,750	4,750		
3 OTHER SERVICES & CHARGES							
31	Professional Services						
3110	Engineering & Architectural						
3120	Special Legal Services						
3130	Medical						
3140	Exterminator Services						
3150	Communications Contract						
3160	Instruction	1,650	1,179	1,650	1,650		
3170	Mgt. Fees, Consultants & Workshops	1,400	375	1,400	1,400		
32	Communication & Transportation						
3210	Telephone	300	12	300	300		
3220	Postage	120	9	120	120		
3230	Travel	2,200	153	2,200	2,200		
3240	Freight/Other						
3250	Pagers						
33	Printing & Advertising						
3310	Printing		1,378				
3320	Advertising						

Department: COMMON COUNCIL		2009	2009	2010	2011	\$	%
Fund: GENERAL (101-05-00000-5)		Budget *	Actual	Budget **	Request	Change	Change
34	Insurance						
	3410 Liability & Casualty Premiums						
	3420 Worker's Comp. & Risk Admin.						
35	Utility Services						
	3510 Electrical Services						
	3520 Street Lights/Traffic Signals						
	3530 Water & Sewer						
	3540 Natural Gas						
36	Repairs & Maintenance						
	3610 Building						
	3620 Motor						
	3630 Machinery & Equip. Repairs & Maint.	250	117	250	250		
	3640 Hardware & Software Maintenance						
	3650 Other Repairs & Maintenance						
37	Rentals						
	3710 Land						
	3720 Building						
	3730 Machinery & Equipment						
	3740 Hydrant Rental						
	3750 Other						
38	Debt Service						
	3810 Principal						
	3820 Interest						
	3830 Bank Charges						
	3840 Lease Payments						
39	Other Services & Charges						
	3910 Dues & Subscriptions	500	257	500	500		
	3920 Laundry & Other Sanitation Serv.						
	3940 Temporary Contractual Employment	625	736				
	3950 Landfill Fees						
	3960 Grants						
	3970 Mayor's Promotion of Business						
	3980 Community Access TV/Radio						
	3990 Other Services and Charges						
	3991 3991 Crime Control						
TOTAL - CATEGORY 3:		7,045	4,215	6,420	6,420		
4 CAPITAL OUTLAYS							
41	Land						
	4110 Land Purchase						
42	Buildings						
	4210 Building Purchase						
43	Improvements Other Than Building						
	4310 Improvements Other Than Bldg.						
44	Machinery & Equipment						
	4410 Lease-purchase						
	4420 Purchase of Equipment						
	4430 Furniture & Fixtures						
	4440 Motor Equipment						
	4450 Equipment - ITS Capital Replacement						
45	Other Capital Outlays						
	4510 Other Capital Outlays						
TOTAL - CATEGORY 4:							
TOTAL - ALL CATEGORIES:		365,400	359,775	362,252	369,824	7,571	2.09%