



City of Bloomington Common Council

Legislative Packet

Regular Session
Immediately Followed by Committee of the Whole
on Wednesday, 30 November 2011

For Information Regarding Legislation Under “Second Readings and Resolutions” on the Agenda for the 30 November 2011 Regular Session, Please Consult the [Legislative Packet](#) Prepared for the 9 November 2011 Committee of the Whole.

Office of the Common Council
P.O. Box 100
401 North Morton Street
Bloomington, Indiana 47402

812.349.3409

council@bloomington.in.gov
<http://www.bloomington.in.gov/council>



Packet Related Material

Memo

Agenda

Calendar

Notices and Agendas:

- **Council Sidewalk Committee Meeting** – Tuesday, December 6th at noon in the McCloskey Room

Legislation for Second Reading:

- **Res 11-15** To Approve the Report of the Bloomington Platinum Biking Task Force, “Breaking Away: Journey to Platinum” as an Advisory Document for achieving a platinum Designation from the League of American Bicyclists’ Bicycle Friendly Communities Program by 2016

Contacts:

Dave Rollo, 339-7916 or rollod@bloomington.in.gov

Scott Robinson, Long Range/Transportation Planner, 349-3566 or robinsos@bloomington.in.gov

Please see the [09 November 2011](#) Council Legislative Packet for the legislation, summary, and Report

Legislation and Background Material for First Reading:

- **App Ord 11-08** To Specially Appropriate from the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, Sanitation Fund, Fleet Maintenance Fund and Rental Inspection Program Fund Expenditures Not Otherwise Appropriated (Appropriating various transfers of funds within the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, and Sanitation Fund; Appropriating additional funds from the Fleet Maintenance Fund and Rental Inspection Program Fund)
- Memo to the Council from Mike Trexler, Controller
Contact: Mike Trexler at 349-3412 or trexlerm@bloomington.in.gov

Minutes from Regular Session:

None

Memo

Reminder: Council Sidewalk Committee Tuesday, November 29th at 4:00 p.m. in the McCloskey Room

Rescheduled Regular Session Immediately Followed by a Committee of the Whole on Wednesday, November 30th

There are two meetings on Wednesday, November 30th. The first is the Regular Session that was rescheduled from November 16th - where a resolution is ready for final action and an appropriation ordinance is ready to be introduced. The resolution and related material and information can be found as noted above. The second meeting is a Committee of the Whole - where the appropriation ordinance introduced at the Regular Session will be discussed. That ordinance is included in this packet and summarized herein.

First Readings

Item 1 – App Ord 11-08 (End of the Year Appropriation Ordinance)

App Ord 11-08 is what is commonly known as the end-of-the-year appropriation ordinance. It authorizes transfers money for the following purposes without increasing spending over the City's originally adopted budget for 2011. In particular, the ordinance would:

- Cover personnel costs largely due to the 1.5% increase for non-union City employees in 2011;
- Provide for additional fuel for motor vehicles and equipment;
- Reimburse the General Fund for the costs of operating the Rental Inspection Program;
- Provide for the purchase of new more efficient traffic counters; and
- Provide for the purchase of lights for Garage Art.

This summary is based upon a memo from, and conversations with, Mike Trexler, Controller.

Paying for 1.5% Increase for Non-Union Employees

Last year, the City learned of a reduction in County Option Income Tax (COIT) after proposing the budget for 2011. That budget included an increase of salary of 1.5% for non-union City employees that would have been largely covered by the amount brought in by COIT. After determining that the transfers of savings at the end of the year within the various funds would more than cover the loss of COIT, the City adopted a budget with those increases. About \$185,000 of the transfers in this appropriation ordinance are from one category to another within a department or from one department to another within the same fund to cover salaries for the rest of the year. Here is the break-down of those transfers:

Transfers for Salaries and Wages – Regular (Line 51110)

General Fund – From One Department to Another

<u>Transfer Out:</u>	<u>Transfer In :</u>
Community and Family Resources -\$11,000	Animal Care and Control \$11,000
Housing and Neighborhood Development (HAND) -\$33,000	Public Works \$22,000
Information and Technology Services -63,000	Economic and Sustainable Development \$5,000
	City Council \$4,000
	Engineering \$5,000
	Fire \$25,000
	Office of the Mayor \$5,000
	Police \$26,000
	Facilities Maintenance <u>\$4,000</u>
<hr style="width: 10%; margin-left: 0;"/> - \$107,000	+\$107,000
General Fund Total - \$0	

Motor Vehicle Highway Fund – From One Department to Another

<u>Transfer Out:</u>	<u>Transfer In :</u>
Streets	Traffic
- \$4,000	<u>\$4,000</u>
<u>- \$4,000</u>	+\$4,000
Motor Vehicle Highway Fund Total - \$0	

Parks General Fund – From on Category to Another in Same Department

<u>Transfer Out:</u>	<u>Transfer In:</u>
Other Supplies (Line 52420)	Salaries and Wages (Line 51110)
- \$30,000	\$70,000
Other Services and Charges (Line 53990)	
<u>- \$40,000</u>	
<u>- \$70,000</u>	<u>+\$70,000</u>
Parks General Fund Total - \$0	

Risk Management Fund – From One Category to Another

<u>Transfer Out:</u>	<u>Transfer In:</u>
Liability and Casualty Premiums (Line 5340)	Salaries and Wages (Line 51110)
<u>\$4,000</u>	<u>\$4,000</u>
<u>- \$4,000</u>	<u>+\$4,000</u>
Risk Management Fund Total - \$0	
	Net \$0
-\$185,000	+\$185,000

Paying for Fuel

The City buys, stores and has facilities for pumping almost all the fuel for motor vehicles used by the departments of the City.¹ Each year, the money for fuel is budgeted in the various City departments and transferred to the Fuel and Oil line in the Fleet Maintenance Fund. This ordinance authorizes the transfer of an additional \$200,000 to the Fleet Maintenance Fund for the purchase of fuel for the rest of this year. This includes:

¹ The City also has an agreement with Monroe County whereby the County departments may pump gas and pay for it through claims submitted by the City.

- the \$78,200 appropriated from the Rainy Day Fund to the General Fund for fuel in the Police Department in September (App Ord 11-07);
- the transfer of approximately \$59,000 to the Fuel and Oil lines in Animal Control, Public Works, and Sanitation, which will then go to the Fleet Maintenance Fund; and
- approximately \$62,800 from Monroe County as well as City departments that already have funds available in other lines in Category 2 (Supplies) that will be used for fuel.

Trexler, in his memo explaining these appropriations, mentions the great strides the City has taken to reduce fuel usage (as discussed during 2012 Budget) and attributes the need for these transfers to a combination of increases in the cost of petroleum, flat-lined budgets, and the constraints on some departments to further reduce their fuel usage.

Here is a break-down of those appropriations:

Transfers for Fuel and Oil (Line 52240)

General Fund

<u>Transfer Out</u> <u>(Requiring Council Authorization):</u>	<u>Transfer In</u> <u>(Requiring Council Authorization)</u> <u>(Fuel and Oil – Line 52240)</u>
Facilities Maintenance – Building Repairs (Line 53610) \$5,000	Animal Care and Control \$5,000
Public Works – Other Services and Charges (Line 53990) <u>\$4,000</u> -\$9,000	Public Works <u>\$4,000</u> +\$9,000
General Fund Total - \$0	

Sanitation Fund

Landfill Fees (Line 53950) <u>\$50,000</u> -\$50,000	<u>\$50,000</u> +\$50,000
Sanitation Fund Total - \$0	

Other Sources Not Requiring Additional Authorization from the Council

<u>App Ord 11-07 – Transfer from Rainy Day Fund</u>	<u>App Ord 11-07 – Transfer to General Fund – Police (Fuel and Oil – Line 52240)</u>
\$78,200	+\$78,200
Other Transfers from Category 2 (Supplies) and Funds from Monroe County	
	<u>+\$62,800</u>
	<u>+\$141,000</u>
<u>Fleet Maintenance Fund</u>	
	\$200,000

Reimbursing the General Fund \$90,000 for Rental Inspection Program

The General Assembly enacted legislation this year that required rental inspection fees be deposited in a separate fund. In Bloomington, the actual costs for operating the program are borne by the General Fund. The City has collected \$67,313 in fees so far this year and anticipates collecting up to about \$90,000 by the end of the year. This ordinance authorizes the reimbursement of \$90,000 from the Rental Inspection Program Fund to the General Fund for program expenses.

Transferring \$4,600 Within Engineering to Purchase Traffic Counters

The Engineering Department requests the transfer of \$4,600 from its Building Repairs line to the Other Supplies line to purchase new, more efficient traffic counters rather than repair the existing ones.

Transferring \$43,208 within Facilities Maintenance for Lighting Garage Art

In order to save money, the staff of Facilities Division replaced lighting at Garage Art rather than have it done by a 3rd party. This ordinance transfers \$43,208 for the lights from Category 3 (Services) to Category 2 (Supplies).

**NOTICE AND AGENDA
BLOOMINGTON COMMON COUNCIL REGULAR SESSION AND
COMMITTEE OF THE WHOLE
7:30 P.M., WEDNESDAY, NOVEMBER 30, 2011
COUNCIL CHAMBERS
SHOWERS BUILDING, 401 N. MORTON ST.**

I. ROLL CALL

II. AGENDA SUMMATION

III. APPROVAL OF MINUTES FOR: *None*

IV. REPORTS FROM: (A maximum of twenty minutes is set aside for each part of this section.)

- 1. Councilmembers**
- 2. The Mayor and City Offices**
- 3. Council Committees**
- 4. Public ***

V. APPOINTMENTS TO BOARDS AND COMMISSIONS

VI. LEGISLATION FOR SECOND READING AND RESOLUTIONS

1. Resolution 11-15 To Approve the Report of the Bloomington Platinum Biking Task Force, "Breaking Away: Journey To Platinum" as an Advisory Document for Achieving a Platinum Designation From the League of American Bicyclists' Bicycle Friendly Communities Program by 2016

Committee Recommendation: Do Pass: 4 - 0 - 4

VII. LEGISLATION FOR FIRST READING

1. Appropriation Ordinance 11-08 To Specially Appropriate from the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, Sanitation Fund, Fleet Maintenance Fund and Rental Inspection Program Fund Expenditures Not Otherwise Appropriated (Appropriating Various Transfers of Funds Within the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, and Sanitation Fund; Appropriating Additional Funds from the Fleet Maintenance Fund and Rental Inspection Program Fund)

VIII. ADDITIONAL PUBLIC COMMENT * (A maximum of twenty-five minutes is set aside for this section.);

IX. COUNCIL SCHEDULE

X. ADJOURNMENT

* Members of the public may speak on matters of community concern not listed on the agenda at one of the two *Reports from the Public* opportunities. Citizens may speak at one of these periods, but not both. Speakers are allowed five minutes; this time allotment may be reduced by the presiding officer if numerous people wish to speak.

(and immediately followed by a)

(Over)

COMMITTEE OF THE WHOLE

Chair: Steve Volan

1. Appropriation Ordinance 11-08 To Specially Appropriate from the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, Sanitation Fund, Fleet Maintenance Fund and Rental Inspection Program Fund Expenditures Not Otherwise Appropriated (Appropriating Various Transfers of Funds Within the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, and Sanitation Fund; Appropriating Additional Funds From the Fleet Maintenance Fund and Rental Inspection Program Fund)

Asked to Attend: Mike Trexler, Controller



**City of Bloomington
Office of the Common Council**

To: Council Members
From: Council Office
Re: Calendar for the Week of 28 November – 3 December 2011

Monday, 28 November 2011

4:00 pm Council for Community Accessibility, McCloskey
5:30 pm Bloomington Human Rights Commission, McCloskey

Tuesday, 29 November 2011

4:00 pm Common Council Sidewalk Committee, McCloskey
5:30 pm Bloomington Community Arts Commission, McCloskey
5:30 pm Bloomington Public Transit Corporation, Public Transportation Center, 130 W. Grimes Lane

Wednesday, 30 November 2011

4:00 pm Growth Policies Plan Steering Committee, Council Chambers
5:30 pm Black History Month Steering Committee, Hooker Room
7:30 pm Common Council Regular Session immediately followed by a Committee of the Whole, Council Chambers

Thursday, 1 December 2011

10:30 am GIS Coordination Meeting, McCloskey
4:00 pm Bloomington Digital Underground Advisory Committee, McCloskey
5:15 pm Solid Waste Management District – Citizens' Advisory Committee, Education Room, 3400 S. Walnut
5:30 pm Commission on the Status of Women, McCloskey

Friday, 2 December 2011

12:00 pm Common Council Internal Work Session, McCloskey

Saturday, 3 December 2011

No meetings are scheduled for this date.

Posted and Distributed: Tuesday, 22 November 2011



City of Bloomington
Office of the Common Council

MEETING NOTICE

Common Council Sidewalk Committee for 2012

**December 6, 2011 at Noon
and
November 29, 2011 at 4:00 p.m.
in the McCloskey Room
(Suite 135) of City Hall
(401 N. Morton)**

The Common Council Sidewalk Committee will meet to continue deliberations on sidewalk projects for 2012.

Because a quorum of the Common Council may be present, this meeting may constitute a meeting of the Council as well as of this committee under Indiana Open Door Law. Therefore, this statement provides notice that this gathering will occur and is open for the public to attend, observe, and record what transpires.

Posted: November 22, 2011

APPROPRIATION ORDINANCE 11-08

**TO SPECIALLY APPROPRIATE FROM THE GENERAL FUND, MOTOR VEHICLE
HIGHWAY FUND, PARKS GENERAL FUND, RISK MANGEMENT FUND, SANITATION
FUND, FLEET MAINTENANCE FUND AND RENTAL INSPECTION PROGRAM FUND
EXPENDITURES NOT OTHERWISE APPROPRIATED**

**(Appropriating various transfers of funds within the General Fund, Motor Vehicle Highway Fund,
Parks General Fund, Risk Management Fund, and Sanitation Fund; Appropriating additional
funds from the Fleet Maintenance Fund and Rental Inspection Program Fund)**

- WHEREAS, Various Departments within the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, and Sanitation Fund desire to transfer Category 1 – Salaries & Wages amounts for non-union pay increases not included in the adopted budget; and
- WHEREAS, the Public Works, Sanitation and Animal Care & Control Divisions desire to transfer funds from Classification 3 – Services & Charges to Classification 2 – Supplies to account for additional fuel needs; and
- WHEREAS, the Fleet Maintenance Division desires to increase its budget in Classification 2 – Supplies to purchase fuel to be reimbursed by other departments and government entities; and
- WHEREAS, the Housing & Neighborhood Development Department desires to increase its budget in Classification 3 – Services and Charges in its Rental Inspection Program Fund to reimburse the General Fund for program expenses; and
- WHEREAS, the Engineering Division desires to transfer funds from Classification 3 – Services and Charges to Classification 2 – Supplies for additional traffic counters; and
- WHEREAS, the Facilities Maintenance Division desires to transfer funds from Classification 3 – Services and Charges to Classification 2 – Supplies for lighting in Garage Art.

NOW, THEREFORE, BE IT HEREBY ORDAINED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION I. For the expenses of said municipal corporation the following additional sums of money are hereby appropriated and ordered set apart from the funds herein named and for the purposes herein specified, subject to the laws governing the same:

	AMOUNT REQUESTED
General Fund – Animal Care & Control	
Line 51110 – Salaries & Wages - Regular	\$ 11,000.00
Line 52240 – Fuel & Oil	5,000.00
Total General Fund – Animal Care & Control	<u>16,000.00</u>
General Fund – Public Works	
Line 51110 – Salaries & Wages - Regular	\$ 22,000.00
Line 52240 – Fuel & Oil	4,000.00
Line 53990 – Other Services & Charges	<u>-4,000.00</u>
Total General Fund – Public Works	<u>22,000.00</u>
General Fund – Economic & Sustainable Development	
Line 51110 – Salaries & Wages - Regular	\$ <u>5,000.00</u>
Total General Fund – Economic & Sustainable Development	<u>5,000.00</u>
General Fund – City Council	
Line 51110 – Salaries & Wages - Regular	\$ <u>4,000.00</u>
Total General Fund – City Council	<u>4,000.00</u>

General Fund – Engineering	
Line 51110 – Salaries & Wages - Regular	\$ 5,000.00
Line 52420 – Other Supplies	4,600.00
Line 53610 – Building Repairs	<u>-4,600.00</u>
Total General Fund – Engineering	<u>5,000.00</u>
General Fund – Fire	
Line 51110 – Salaries & Wages - Regular	\$ <u>25,000.00</u>
Total General Fund – Fire	<u>25,000.00</u>
General Fund – CFRD	
Line 51110 – Salaries & Wages - Regular	\$ <u>-11,000.00</u>
Total General Fund – CFRD	<u>-11,000.00</u>
General Fund – Mayor	
Line 51110 – Salaries & Wages - Regular	\$ <u>5,000.00</u>
Total General Fund – Mayor	<u>5,000.00</u>
General Fund – Police	
Line 51110 – Salaries & Wages - Regular	\$ <u>26,000.00</u>
Total General Fund – Police	<u>26,000.00</u>
General Fund – HAND	
Line 51110 – Salaries & Wages - Regular	\$ <u>-33,000.00</u>
Total General Fund – HAND	<u>-33,000.00</u>
General Fund – Facilities Maintenance	
Line 51110 – Salaries & Wages - Regular	\$ 4,000.00
Line 52310 – Building Materials and Supplies	43,208.00
Line 53610 – Building Repairs	<u>-48,208.00</u>
Total General Fund – Facilities Maintenance	<u>-1,000.00</u>
General Fund – ITS	
Line 51110 – Salaries & Wages - Regular	\$ <u>-63,000.00</u>
Total General Fund – ITS	<u>-63,000.00</u>
Grand Total General Fund	\$ <u>0.00</u>
Motor Vehicle Highway - Traffic	
Line 51110 – Salaries & Wages - Regular	\$ <u>4,000.00</u>
Total MVH - Traffic	<u>4,000.00</u>
Motor Vehicle Highway - Street	
Line 51110 – Salaries & Wages - Regular	\$ <u>-4,000.00</u>
Total MVH - Street	<u>-4,000.00</u>
Grand Total Motor Vehicle Highway Fund	\$ <u>0.00</u>
Parks General Fund	
Line 51110 – Salaries & Wages - Regular	\$ 70,000.00
Line 52420 – Other Supplies	-30,000.00
Line 53990 – Other Services & Charges	<u>-40,000.00</u>
Total Parks General Fund	<u>0.00</u>
Grand Total Parks General Fund	\$ <u>0.00</u>

Risk Management Fund	
Line 51110 – Salaries & Wages - Regular	\$ 4,000.00
Line 53410 – Liability and Casualty Premiums	<u>-4,000.00</u>
Total Risk Fund	<u>0.00</u>
 Grand Total Risk Management Fund	 \$ <u>0.00</u>
 Sanitation Fund	
Line 52240 – Fuel & Oil	\$ 50,000.00
Line 53950 – Landfill Fees	<u>-50,000.00</u>
Total Sanitation Fund	<u>0.00</u>
 Grand Total Sanitation Fund	 \$ <u>0.00</u>
 Fleet Maintenance Fund	
Line 52240 – Fuel & Oil	\$ 200,000.00
Total Fleet Maintenance Fund	<u>200,000.00</u>
 Grand Total Fleet Maintenance Fund	 \$ <u>200,000.00</u>
 Rental Inspection Program Fund	
Line 53990 – Other Services & Charges	\$ 90,000.00
Total Rental Inspection Program Fund	<u>90,000.00</u>
 Grand Total Rental Inspection Program Fund	 \$ <u>0.00</u>
 Grand Total All Funds	 \$ <u>290,000.00</u>

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2011.

SUSAN SANDBERG, President
Bloomington Common Council

ATTEST:

REGINA MOORE, Clerk
City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2011.

REGINA MOORE, Clerk
City of Bloomington

SIGNED and APPROVED by me upon this _____ day of _____, 2011.

MARK KRUZAN, Mayor
City of Bloomington

SYNOPSIS

This ordinance appropriates various transfers of funds within the General Fund, Motor Vehicle Highway Fund, Parks General Fund, Risk Management Fund, and Sanitation Fund. It also appropriates additional funds from the Fleet Maintenance Fund and Rental Inspection Program Fund.



MARK KRUZAN
MAYOR

CITY OF BLOOMINGTON

401 N Morton St
Post Office Box 100
Bloomington IN 47402

MIKE TREXLER
CONTROLLER

CONTROLLER'S OFFICE

p 812.349.3412
f 812.349.3456
controller@bloomington.in.gov

Memorandum

To: Council Members
From: Mike Trexler, Controller
Date: October 27, 2011
Re: Appropriation Ordinance 11-08

Appropriation Ordinance 11-08 is our comprehensive 2011 year-end appropriation. The total Appropriation totals \$290,000. The majority of these appropriations are simple transfers between departments that have zero net impact on the total budget. The \$290,000 will be reimbursed in full through internal and external billing. None of these appropriations will increase spending over the City's originally adopted budget.

- Category One Transfers.** The majority of this ordinance transfers appropriations between departments and categories within funds in order to cover the 1.5% non-union pay increase approved in the 2011 budget. Due to reductions in COIT revenue this appropriation had been removed from the budget when it was advertised. We later determined the City would still be able to afford these pay increases without an increase in overall Category One appropriations by transferring surpluses that would accrue in some departments to cover shortages in others. The salary ordinances passed by the Council for 2011 did reflect the increase and the need for these transfers in the 2011 year-end appropriation were discussed at that time.
- Fuel Transfers.** As discussed during the 2012 budget hearings, all City departments have made great progress in reducing their fuel usage. However, the drastic increase in per gallon costs coupled with the flat-lined budget for 2011 have led to the need for appropriations in departments with less control over their fuel consumption. This ordinance will transfer appropriations from Public Works, Sanitation and Animal Control's category three budgets to their Fuel & Oil lines. In addition, we will need to appropriate \$200,000 in our Fleet Maintenance Fund to purchase the additional fuel used by all departments including Utilities and Monroe County. This does not represent an increase in the total budget as the total amount will be reimbursed by other departments.
- Rental Inspection Program – HAND.** This year the state legislature created some new rules regarding rental inspection programs. One of them requires the City to deposit receipts from the program in a designated fund. As of today, that fund has collected \$67,313. Although the revenue is now accounted for in the new fund, expenses for the program are still appropriated in the general fund. As such, we will be creating an invoice to reimburse the general fund from the rental inspection program fund. We would like to appropriate \$90,000 from the rental inspection program fund to capture any additional revenue that may accrue before the end of the year.
- General Fund – Engineering.** The Engineering Division has requested to transfer \$4,600 from Category Three to Category Two to purchase new traffic counters rather than repair existing ones.

5. **General Fund – Facilities.** The Facilities Division has requested to transfer \$43,208 from Category Three to Category Two for lighting in Garage Art. This was originally budgeted as a service to be provided by a third party but was completed in house for a savings to the City. As such the appropriation needs to be moved from a service to a supply category. Preliminary estimates show this project saving the City at least \$700 per month.

The grand total of this appropriation ordinance is \$290,000. This amount represents transfers and reimbursements between funds and departments and does not increase the total budget.

Feel free to contact me by email at trexlerm@bloomington.in.gov or by phone at 349-3412 at any time.

