Departmental Budget Hearings

Tuesday, August 15

Police Department

Police Pension

Fire Department

Fire Pension

Public Transit

Utilities

City of Bloomington, IN

Police Department

Budget Presentation, FY 2018

Why We Exist

The mission of the Bloomington Police Department is to safeguard life and property while respecting diversity, encouraging civility, solving problems, and maintaining a high standard of individual integrity and professionalism.

2017 Budget Goal Update

Increase the Community's Sense of Safety

One's safety is a basic right and responsibility of local government. By partnering with the community in this shared responsibility, we can build relationships and trust.

- Conducted 3 Neighborhood surveys to gauge community's opinions.
- Community engagement up by 9% over last year.
- Social media contacts up 60%.

2017 Budget Goal Update

Accreditation

To enhance law enforcement as a profession and to improve law enforcement service delivery by participating in self-assessment and having outside reviewers evaluate our compliance with national standards.

- Mock assessment completed July 2017.
- On track for accreditation by the Commission on Accreditation for Law Enforcement Agencies in summer of 2018.

2017 Budget Goal Update

21st Century Policing Report

To encourage ongoing discussion on police reform, build trust between the police and the public and to develop and implement recommendations from national experts on policing.

- Board of Safety review and endorsement completed December 2016.
- Community meetings and review completed first quarter 2017.
- Recommendations implemented first quarter 2017.

2017 Budget Goal Update

Crime Analysis Data to Set Goals for Crime Reduction

Crime reduction leads to economic vitality and a better sense of safety. By discussing and analyzing the data, the department, divisions, shifts and officers can come up with practical steps to reduce crime.

- Internal weekly meetings held to determine patrol strategies.
- Directed foot patrols and downtown patrols based on data to reduce crime.
- All Part 1 crimes in total are down 3.4%

2017 Budget Goal Update

Central Emergency Dispatch

Answering calls for service from the public and dispatching the appropriate public safety services, the Central Emergency Dispatch center is the primary 9-1-1 answering point for most public safety agencies in Monroe County.

- City and County operations were combined January 2017.
- Total dispatch transaction time averages one minute 48 seconds.
- 35,000 911 calls answered in 5 seconds or less 99.2% of the time.

2017 Budget Goal Update

Records

Usually the first point of contact for the public, Records answers non-emergency calls for service and directs them to the appropriate division for assistance. The Records Division is also responsible for the production, maintenance and storage of all police reports and crime data.

- Data accuracy increased by 18%.
- Online reporting increased by 48%.
- Request for public information statistical data down by over 10% due to B-Clear portal.

2017 Budget Goal Update

Parking Enforcement

Provide for orderly management of street parking in the downtown area and residential parking in our neighborhoods and to provide for safe crossings at our elementary schools.

- Zero School crossing safety related incidents reported.

2017 Budget Goal Update

Administration, Financial and Maintenance

The behind the scenes operation of the Police Department.

- Compliance with the Financial Policy Manual.
- Buildings maintained and cleaned.

2018 Activity Descriptions

Activity: Increase the Community's Sense of Safety

One's safety is a basic right and responsibility of local government. By partnering with the community in this shared responsibility, we can build relationships and trust.

- Host quarterly crime prevention seminars with community.
- Increase engagement opportunities by 7%.
- Implement recommendations from the Safety, Civility and Justice Task Force to address illegal behavior.

2018 Activity Descriptions

Activity: Accreditation

To enhance law enforcement as a profession and to improve law enforcement service delivery by participating in self-assessment and having the Commission on Accreditation for Law Enforcement Agencies assessors evaluate our compliance with national standards.

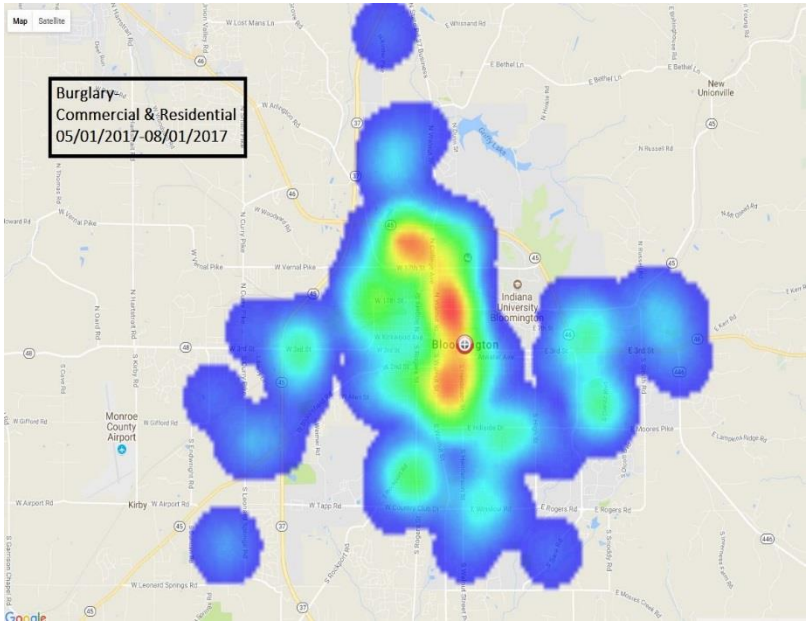
- Hold community forum on the Commission on Accreditation for Law Enforcement Agencies (CALEA) process during the first quarter of 2018.
- Obtain CALEA accreditation by the summer of 2018.

2018 Activity Descriptions

Activity: Crime Analysis Data to Set Goals for Crime Reduction

Crime reduction leads to economic vitality and a better sense of safety. By discussing and analyzing the data, the Department, divisions, shifts and officers can come up with practical steps to reduce crime.

- Use information from internal and community surveys to shape patrol strategies.
- Track and increase crime prevention efforts by 10% over current levels.



2018 Activity Descriptions

Activity: Central Emergency Dispatch

Answering calls for service from the public and dispatching the appropriate public safety services, the Central Emergency Dispatch Center is the primary 9-1-1 answering point for most public safety agencies in Monroe County.

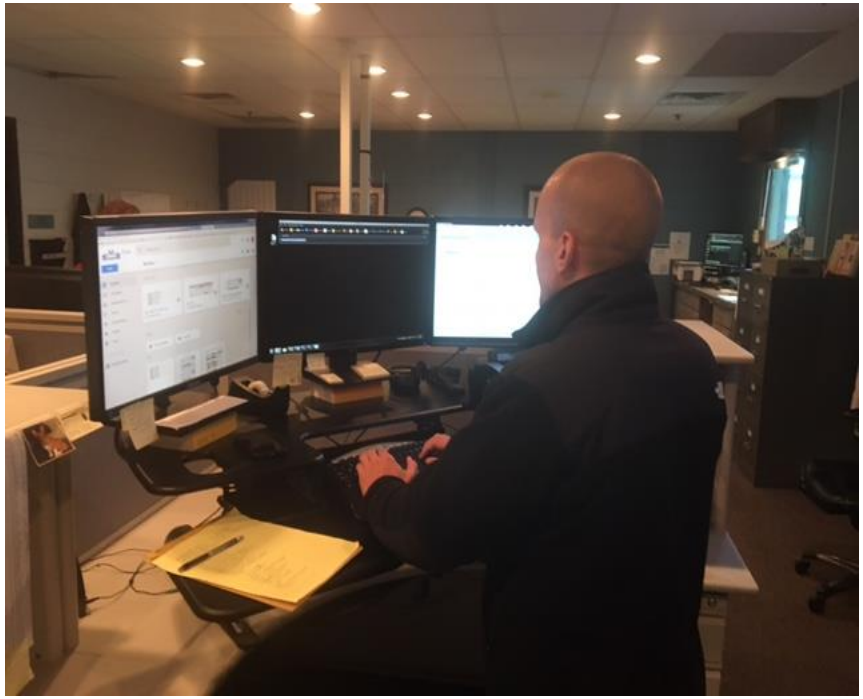
- Meet or exceed total dispatch transaction time in compliance with recognized national standards such as the Insurance Services Office (ISO) and National Emergency Number Association (NINA).

2018 Activity Descriptions

Activity: Records

Records answers non-emergency calls for service and directs them to the appropriate division for assistance. The division is also responsible for the production, maintenance and storage of all police reports and crime data.

- Research a “Business only” online reporting system.
- Implement the National Incident Based Reporting System (NIBRS) as required by State and Federal guidelines, to replace UCR by fourth quarter 2018.



2018 Activity Descriptions

Activity: Parking Enforcement

Provide for orderly management of street parking in the downtown area and residential parking in our neighborhoods and to provide for safe crossings at elementary schools.

- Continue tracking and ensuring safety measures around school crossings.
- Establish “Facebook” presence to provide information and education on parking topics.
- Measure meter failure rates striving for 2% or less.

2018 Activity Descriptions

Activity: Administration, Financial and Maintenance

The behind the scenes operation of the Police Department.

- Compliance with Cities Financial Policy Manual.
- Create base-line measurement of average time Officers spend on various tasks.
- Implement equipment replacement schedule to mitigate long term cost.

Police Department – Budget Highlights

Category 1 – Personnel Services - Request is $10,934,322 an increase of $344,370 or 3.25 %.

- **Officers-** We are requesting 2 new officer positions for 2018.
- **Accreditation/Community Outreach Program Manager-** We are requesting a position to take over accreditation management from a sworn officer and several of the community outreach responsibilites from sworn members of the organization. This civilian position frees up one sworn position.
- **Dispatchers-** We are requesting 6 new dispatch positions.

Police Department – Budget Highlights

Category 2 – Supplies - Request is $506,390 an increase of $128,709 or 34%.

- **Line 224 Fuel-** Increase of $39,680 (19.84%).
- **Line 234 Other Repairs and Maintenance-** Decrease of $7,150 (-43.90%).
- **Line 242 Other Supplies-** Increase of $33,401 (52.9%).
    - Replacement program for equipment.
    - Additional community engagement materials.

Police Department – Budget Highlights

Category 2 – Supplies - Request is $506,390 an increase of $128,709 or 34%.

- **Line 243 Uniforms and Tools-** Increase of $62,300. (209%).
  - New and replacement officer uniforms and ballistic vest replacement.

Police Department – Budget Highlights

Category 3 – Other Services & Charges - Request is $746,457 an increase of $28,476 or 4%.

- **Line 316 Instruction-** Increase of $5,000 (78%).
  - Indiana Law Enforcement Academy now charging to send recruits to the basic training class.
- **Line 323 Travel-** Increase of $13,350 (128%).
  - CALEA and ILEA expenses.

Police Department – Budget Highlights

Category 3 – Other Services & Charges - Request is $746,457 an increase of $28,476 or 4%.

- **Line 364 Hardware and Software Maintenance-** Increase of $49,322 (42.75%).
  - National Incident Based Reporting System (NIBRS) required by State and Federal guidelines.
- **Line 399 Other Services and Charges-** Increase of $17,210 (42.75%).
  - Service contract increases and CALEA.

Police Department – Budget Highlights

Category 4 – Capital Improvements - Request of $604,000.

- Vehicle replacement- 14 vehicles.
- Building remodel at the Training Center.

Police Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 101 - General Fund (S0101)					
Expenditures					
Department: 14 - Police					
Total: Personnel Services	10,064,777	10,589,952	10,934,322	344,370	3.25%
Total: Supplies	388,494	377,681	506,390	128,709	34.08%
Total: Other Services and Charges	427,824	717,981	746,457	28,476	3.97%
Total: Capital Outlays	56,250	0	0	0	0.00%
Expenditures Grand Totals:	$10,937,345	$11,685,614	$12,187,169	$ 501,555	4.29%

Police Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 151 - Public Safety L I T (S9505)					
Expenditures					
Department: 14 - Police					
Total: Personnel Services	0	1,817,989	2,213,867	395,878	21.78%
Total: Supplies	0	59,950	59,950	0	0.00%
Total: Other Services and Charges	0	558,780	569,000	10,220	1.83%
Total: Capital Outlays	0	1,063,310	1,691,500	628,190	59.08%
Expenditures Grand Totals:	$ -	$ 3,500,029	$ 4,534,317	$1,034,288	29.55%

Police Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 350 - Police Education (S1151)					
Expenditures					
Department: 14 - Police					
Total: Other Services and Charges	36,581	50,000	75,000	25,000	50.00%
Expenditures Grand Totals:	$ 36,581	$ 50,000	$ 75,000	$ 25,000	50.00%

Police Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 356 - Dispatch Training (S9501)					
Expenditures					
Department: 14 - Police					
Total: Other Services and Charges	7,806	8,000	10,000	2,000	25.00%
Department Total: 14 - Police	$ 7,806	$ 8,000	$ 10,000	$ 2,000	25.00%

Police Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 455 - Parking Meter Fund (S2141)					
Expenditures					
Department: 26 - Parking					
Total: Personnel Services	638,396	826,652	839,383	12,731	1.54%
Total: Supplies	34,927	66,625	68,594	1,969	2.96%
Total: Other Services and Charges	1,025,688	1,326,495	1,093,862	(232,633)	-17.54%
Total: Capital Outlays	87,577	126,000	126,000	0	0.00%
Expenditures Grand Totals:	$ 1,786,588	$ 2,345,772	$ 2,127,839	$ (217,933)	-9.29%

Police Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 900 - Police Pension(S0342)					
Expenditures					
Department: 14 - Police					
Total: Personnel Services	3,983	3,983	3,983	0	0.00%
Total: Supplies	108	600	600	0	0.00%
Total: Other Services and Charges	1,259,155	1,372,073	1,447,620	75,547	5.51%
Expenditures Grand Totals:	$ 1,263,246	$ 1,376,656	$ 1,452,203	$ 75,547	5.49%

Police Department – Conclusion

Thank you for your consideration of the Police Department's 2018 budget request.

I would be happy to answer any questions that you may have.

City of Bloomington, IN

Fire Department

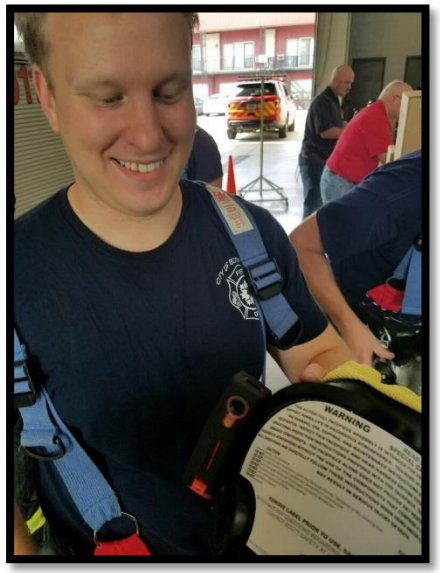
Budget Presentation, FY 2018

Why We Exist

The Fire Department exists to provide excellent public safety to everyone who lives in, works in, or visits the City; through superb fire prevention, public education, and emergency management/mitigation completed by credentialed and trusted officials who receive first-rate training and high quality equipment.

2017 Budget Goal Update

- Replace outdated and unreliable equipment



2017 Budget Goal Update

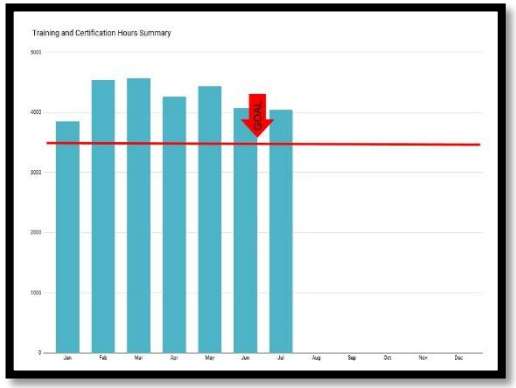
- Test hybrid service delivery model

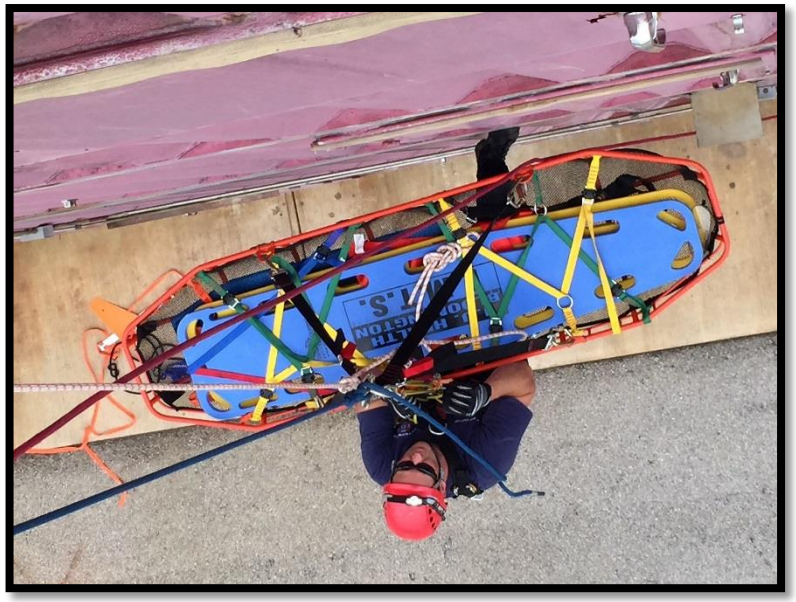
2017 Budget Goal Update

- Ensure one (1) community contact with every business every year

2017 Budget Goal Update

- Annual training requirements





2018 Activity Descriptions

Activity: Emergency Operations

- Continue replacement of outdated and unreliable apparatus / equipment
- Increase employee safety by completing actionable items discovered in OSHA compliance self-assessment
- Complete internal assessment for accreditation potential
- Use data to correct operational deficiencies

2018 Activity Descriptions

Activity: Fire Prevention

- Reduce false alarm calls by 3% per year
- Improve public perception of department and prevention programs
- Install 500 smoke detectors
- Work towards making a prevention related contact with every business every year
- Conduct a minimum of one (1) prevention activity in every school (K-12) per year

2018 Activity Descriptions

Activity: Training / Education

- Continue to meet all national standards for training requirements
- Add a prescriptive training program that will address operational deficiencies
- Establish and attend County-wide interoperability training
- Public safety training site development

2018 Activity Descriptions

Activity: Investigations

- Connect our investigators / inspectors with peer networks through professional memberships
- Evaluate a County-wide investigation team to determine feasibility
- Extend annual refresher training to on-shift investigators

Fire Department – Budget Highlights

Category 1 – Personnel Services

- Overall increase of $190,686 or 2.01%

- **Line 111 – Salaries and Wages (Regular) increased by $214,964**
- **Line 113 – Salaries and Wages (Overtime) increased by $185,000**
- **Line 126 – Clothing Allowance decreased by $128,850**
- **Line 128 – Fire PERF decreased by $87,799**

Fire Department – Budget Highlights

Category 2 – Supplies

- Overall increase of $299,568 or 235%

- **Line 221 – Institutional Supplies** decreases by $7,205
- **Line 231 – Building Materials and Supplies** increases by $18,575
- $7,000 to remodel Station 1 for station alerting
- $3,300 for paint
- $7,275 for appliances / ice makers

Fire Department – Budget Highlights

Category 2 – Supplies (cont)

- **Line 242 – Other Supplies** increases by $44,211
- $35,679 OSHA Compliance Items
- $23,675 Exercise Equipment
- $30,800 Rescue Tools

Fire Department – Budget Highlights

Category 2 – Supplies (cont)

- **Line 243 – Uniforms and Tools** increases by $110,825
- $95,000 for Fire Coats and Pants
- $20,000 for Fire Boots
- $1,800 for Fire Gloves
- $12,000 for Fire Hoods
- $2,500 for Fire Helmets

Fire Department – Budget Highlights

Category 3 – Other Services & Charges

- Overall increase of $330285 or 101%

- **Line 313 – Medical** decreases by $65,150
- Increasing the number of physicals lowered the price
- **Line 315 – Communications Contract** increases by $13,000
- Contract renegotiation with station alerting additions

Fire Department – Budget Highlights

Category 3 – Other Services & Charges (cont)

- **Line 316 – Instruction** decreases by $13,075
- Focus on internal teaching capabilities reduced cost of delivery
- **Line 362 – Motor Repairs** increases by $135,088

Fire Department – Budget Highlights

Category 3 – Other Services & Charges (CONT)

- **Line 364 – Hardware and Software Maint.** decreases by $20,208
- **Line 365 – Other Repairs** decreases by $23,450
- **Line 391 – Dues and Subscriptions** increases by $2,115

Fire Department – Budget Highlights

Public Safety LIT

- Overall decrease of $117,375 or 6.63%

- **Line 431 – Improvements Other than Building** decreases by $80,000
- **Line 442 – Purchasing Equipment** increases by $155,000
- $1.3 Million for Truck-1 (100 ft aerial) replacement
- $40,000 for Prevention-2 replacement
- $38,000 for Prevention-3 replacement

Fire Department – Budget Highlights

Public Safety LIT

- **Line 451 – Other Capital Outlays** increases by $233,000
- $275,000 for station alerting equipment

Fire Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 101 - General Fund (S0101)					
Expenditures					
Department: 08 - Fire					
Total: Personnel Services	9,489,641	9,475,724	9,666,410	190,686	2.01%
Total: Supplies	214,642	127,473	427,041	299,568	235.01%
Total: Other Services and Charges	338,902	327,864	658,149	330,285	100.74%
Expenditures Grand Totals:	$10,043,185	$9,931,061	$10,751,600	$ 820,539	8.26%

Fire Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 151 - Public Safety L I T (S9505)					
Expenditures					
Department: 08 - Fire					
Total: Supplies	0	129,075	0	(129,075)	-100.00%
Total: Other Services and Charges	0	296,300	0	(296,300)	-100.00%
Total: Capital Outlays	0	1,345,000	1,653,000	308,000	22.90%
Expenditures Grand Totals:	$ -	$1,770,375	$ 1,653,000	$(117,375)	-6.63%

Fire Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	+/- $	+/- %
Fund: 901 - Fire Pension (S0341)					
Expenditures					
Department: 08 - Fire					
Total: Personnel Services	3,752	3,983	3,983	0	0.00%
Total: Supplies	97	1,850	350	(1,500)	-81.08%
Total: Other Services and Charges	1,870,327	2,076,585	2,146,209	69,624	3.35%
Expenditures Grand Totals:	$ 1,874,175	$2,082,418	$ 2,150,542	$ 68,124	3.27%

Fire Department – Conclusion

Thank you for your consideration of the Fire Department 2018 budget request.

I would be happy to answer any questions that you may have.

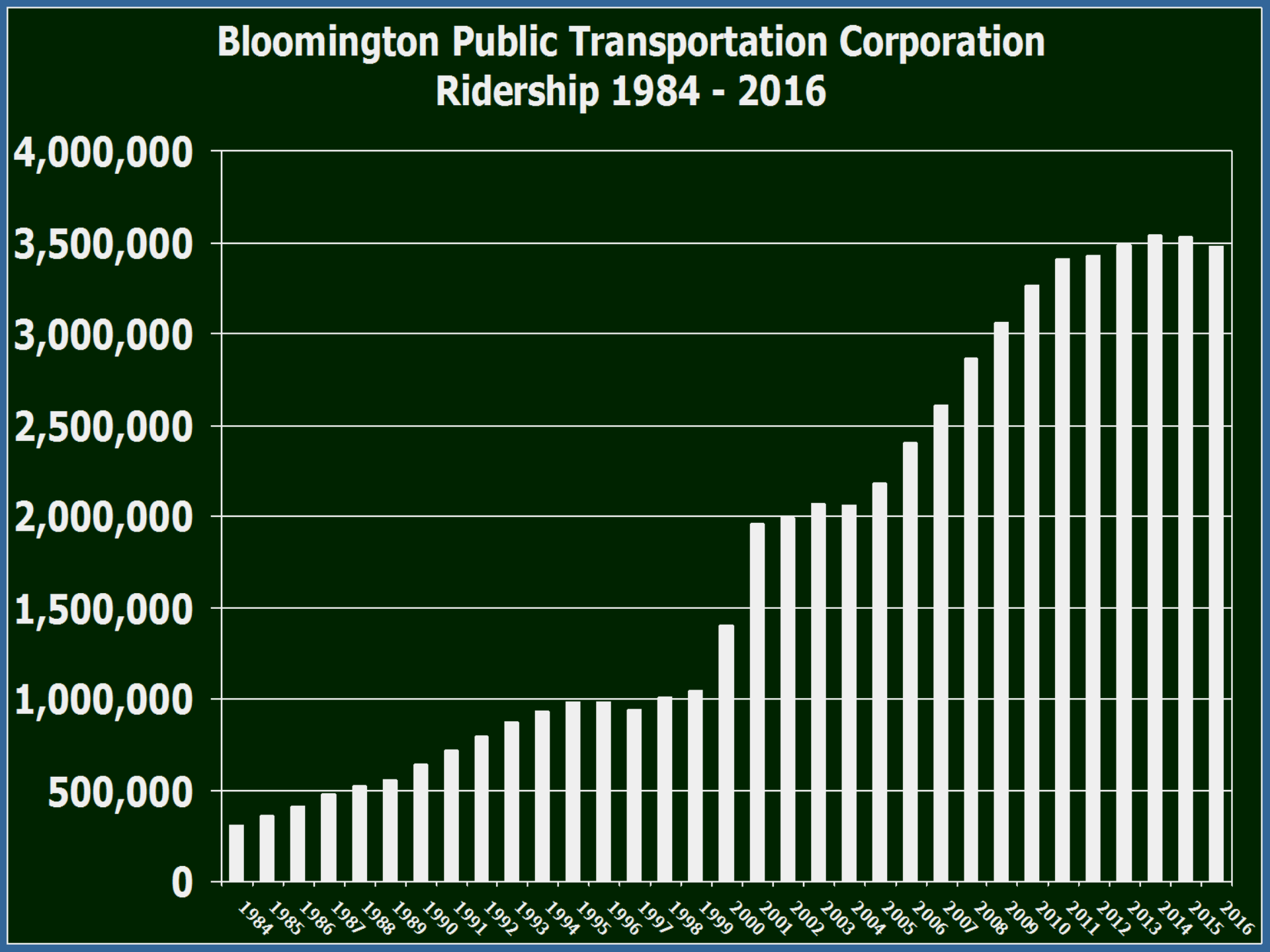
Bloomington Public Transportation Corporation
Proposed FY 2018 Budget

August 2017

Why We Exist

To provide safe and quality transportation services to the Bloomington community

- Connect more people with more places
- Work cooperatively with Federal, State and local government to expand and maintain funding for transit services
- Manage our public resources efficiently and effectively


Bloomington Public Transportation Corporation
Ridership 1984 - 2016
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3,000,000
2,500,000
2,000,000
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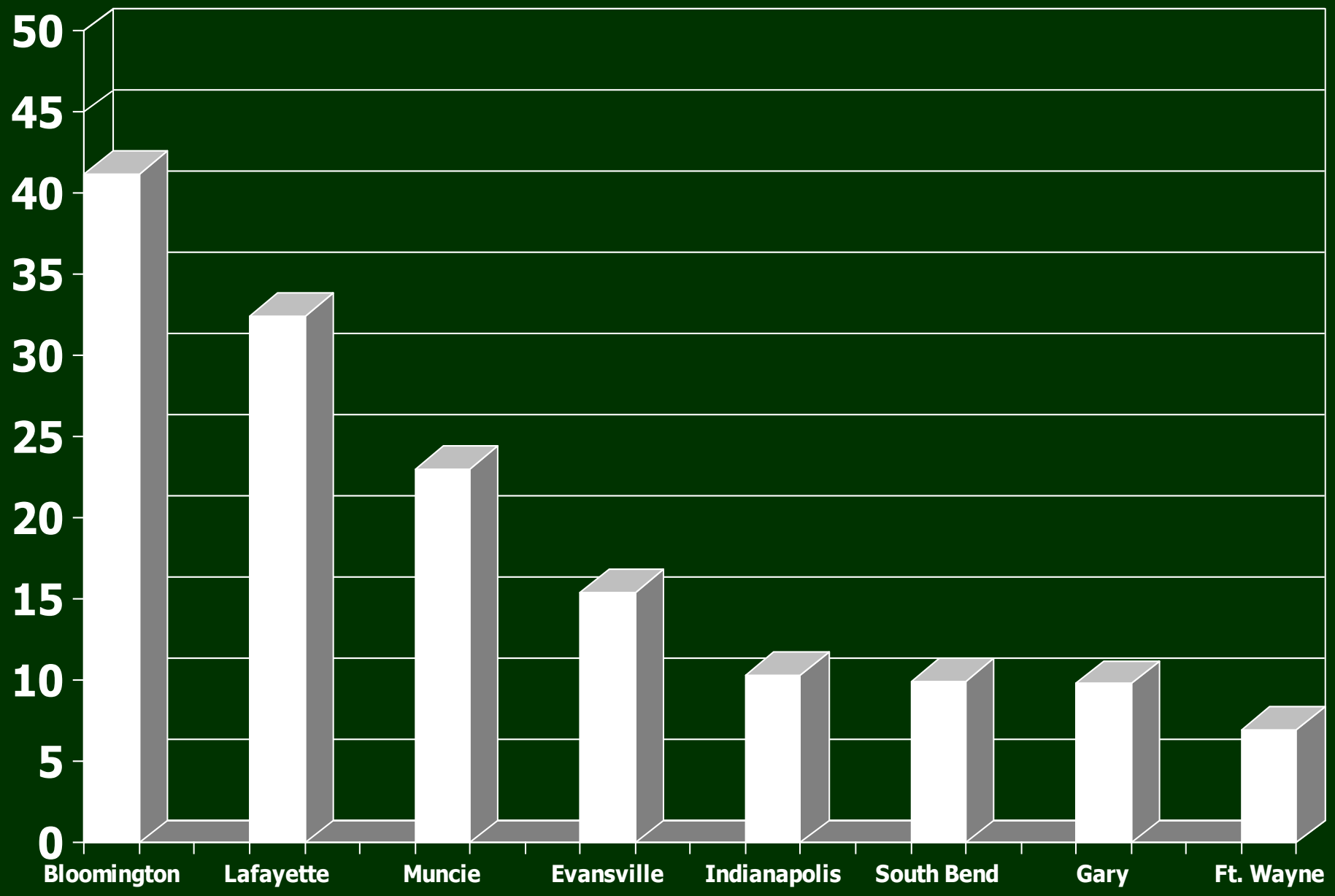
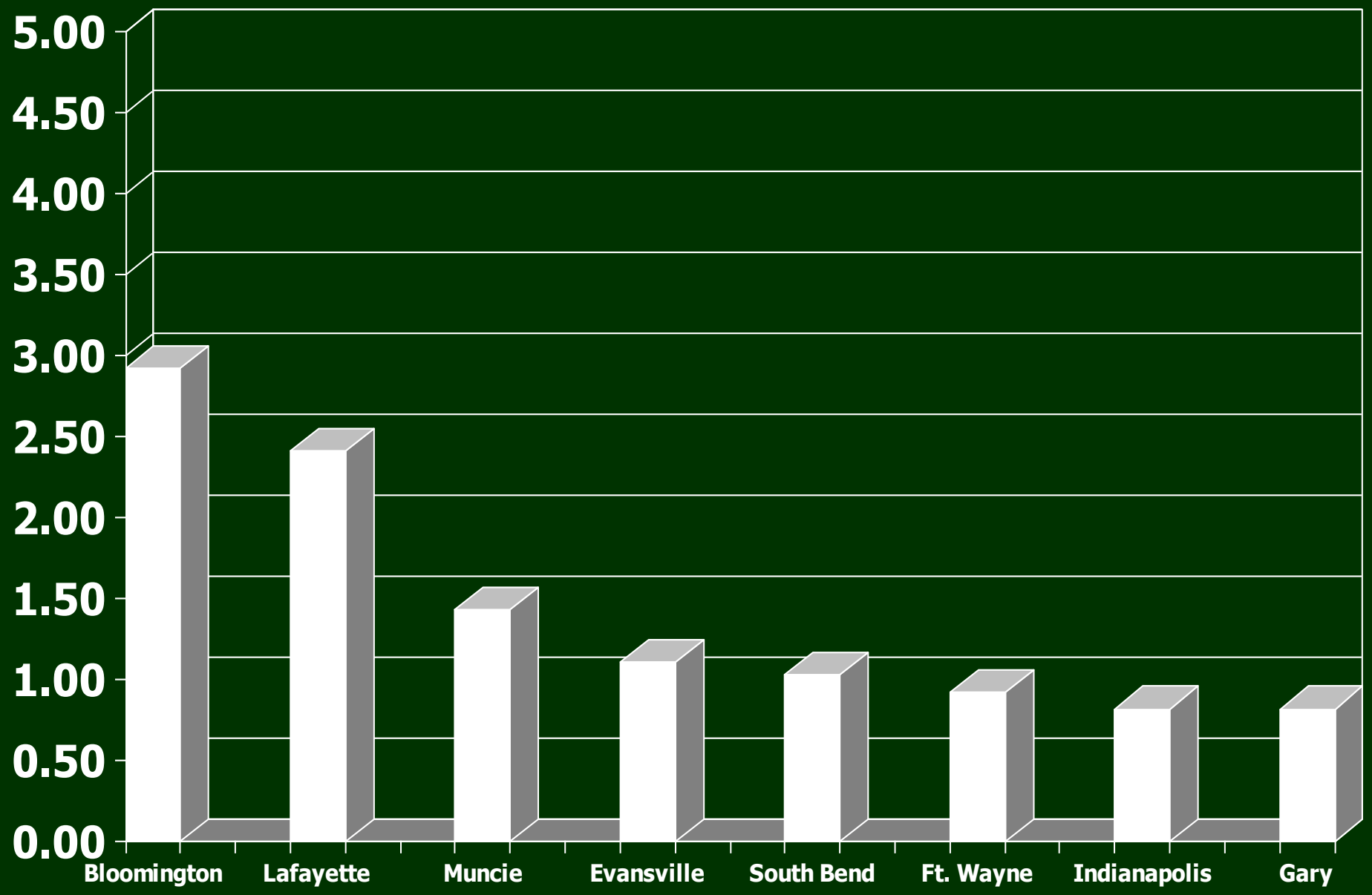
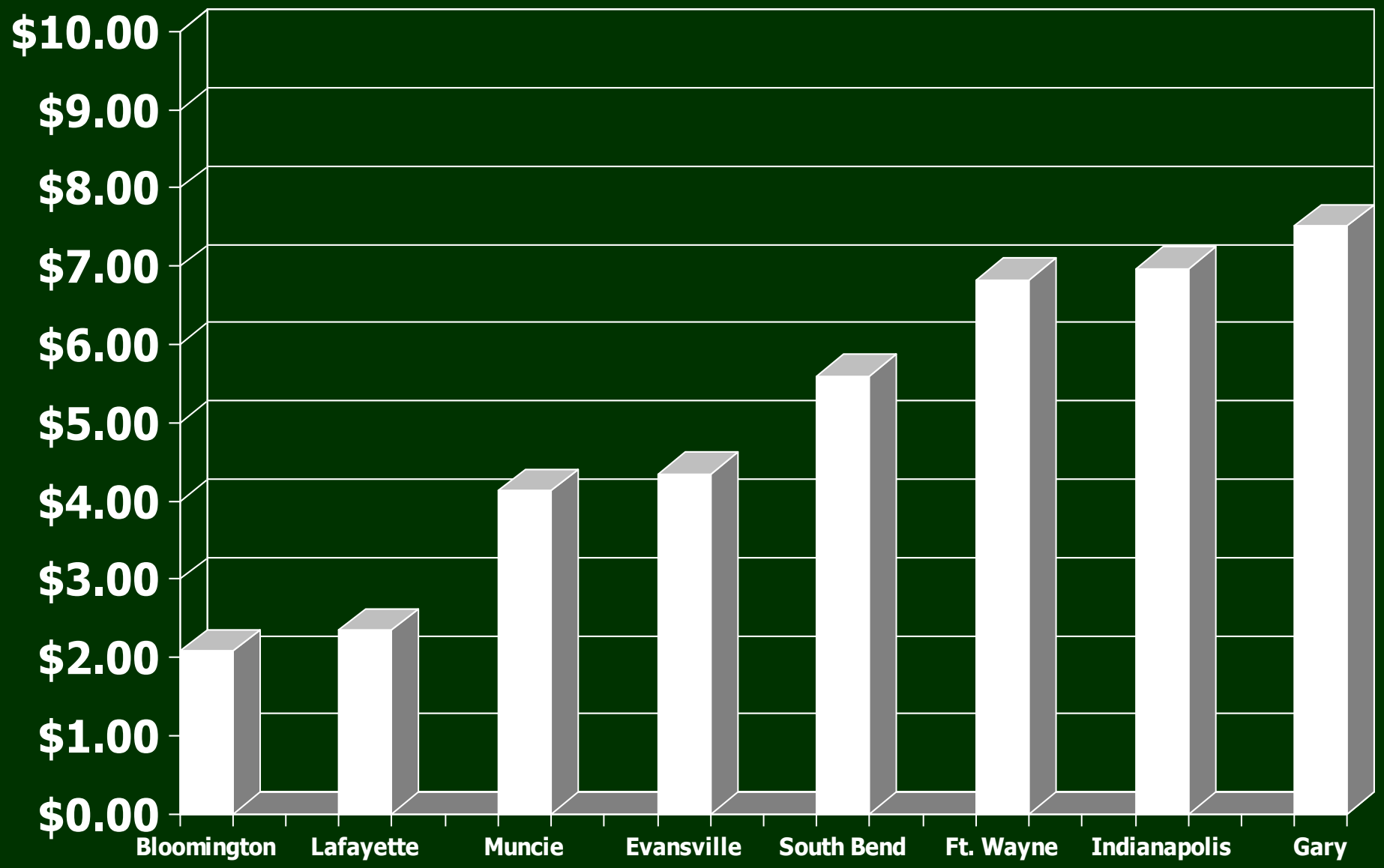
Indiana Cities
2016 Ridership Per Capita



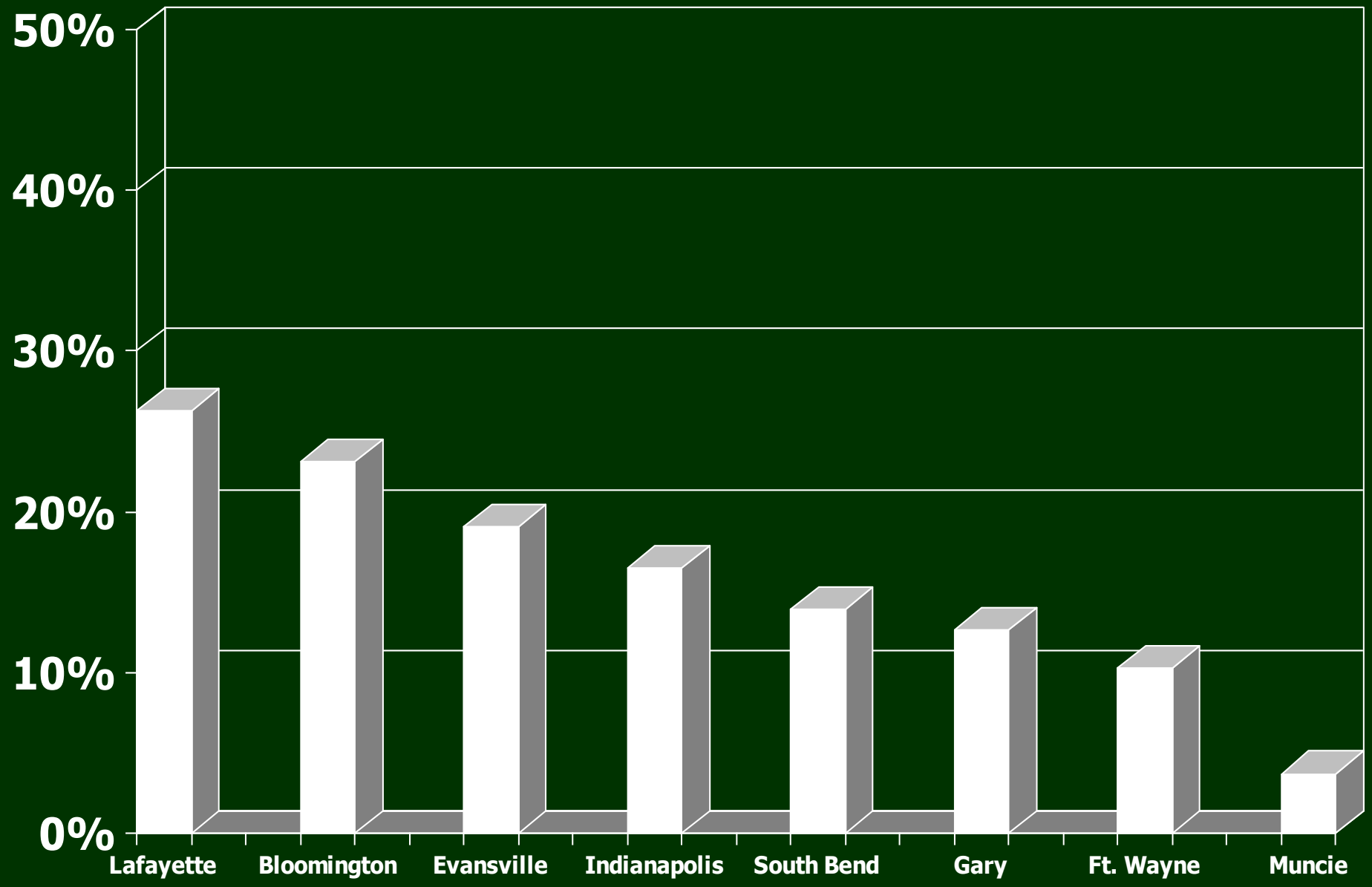
Indiana Cities
2016 Passenger Trips Per Total Vehicle Mile



Indiana Cities
2016 Cost Per Passenger



Indiana Cities
2016 Fare Recovery Ratio



Bloomington Transit 2016-2017 Accomplishments

Rolling Stock

- Delivery of two (2) new 40-foot buses
- Orders Placed in 2017 for four (4) new 40-foot buses to be delivered in 2018
- Discretionary grant funding acquired for the purchase of one (1) 40-foot bus in 2018

Bloomington Transit 2016-2017 Accomplishments

Rolling Stock

- Delivery of two (2) new BT Access vehicles
- Discretionary funding acquired for the purchase of two (2) new BT Access vehicles in 2018
- Discretionary funding acquired for security camera retrofit in all BT Access vehicles

Bloomington Transit 2016-2017 Accomplishments

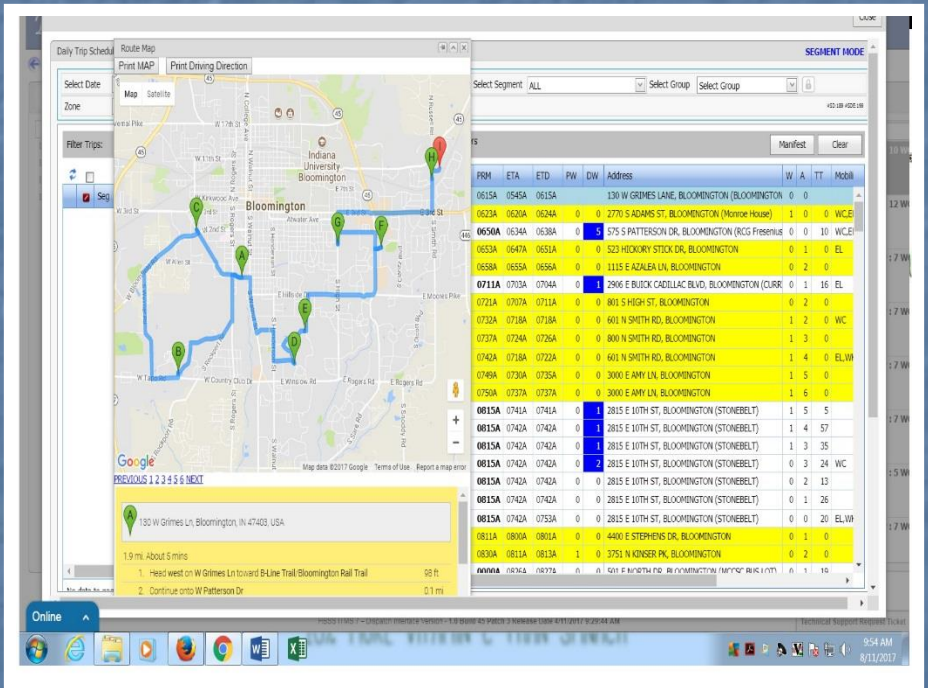
Collective Bargaining

- New 4-year collective bargaining agreement reached
- Major improvements in wages/benefits
- Enhances ability to recruit and hire new employees

Bloomington Transit 2016-2017 Accomplishments

Technology

- Implemented 3rd generation BT Access scheduling software
- Service efficiency (passengers per hour) up 15%
- Dispatchers have vehicle tracking capability
- Vehicle tablets eliminate need for paper schedules



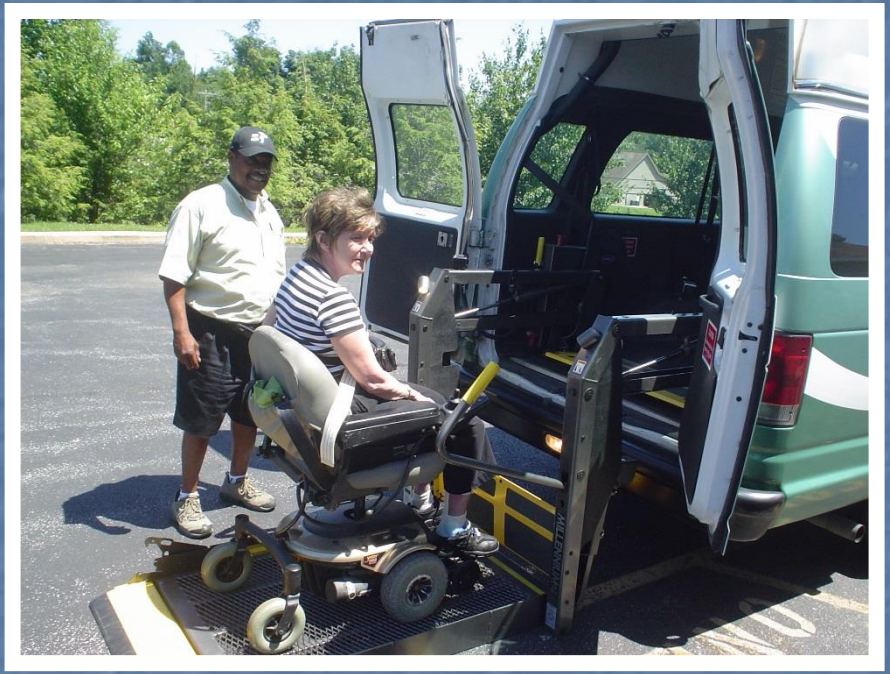
2017-2018 Goals

Bloomington Transit 2017-2018 Goals

- One (1) New 40-foot Bus as part of the 2018 budget.
- Delivery of 5 40-foot buses in late 2017 and 4 40-foot buses in late 2018

Bloomington Transit 2017-2018 Goals

- Two (2) New BT Access Vehicles in 2018 budget
- Automated Pickup Time Notifications Software Coming in late 2017
- Online Reservations Coming in late 2017



Bloomington Transit 2017-2018 Goals

- LOIT Funding for Expansion of Transit Services in Bloomington and Monroe County
- Best Hope for New Funding
- Pursue Federal Discretionary Grant Opportunities

Bloomington Transit 2017-2018 Goals

- Emphasis on Improving Wages/Benefits to Enhance Ability to Hire and Retain EE's
- Driver Starting Wage $13.21 to $15.61
- Health Insurance Available Immediately to Part-Timer Drivers

Budget Highlights

- Category 1 – Personnel
  - 6.46% Overall Increase
  - Full-time FR Driver Starting Wage Increase $15.23 to $15.91
  - Part-time FR Driver Starting Wage Increase $13.21 to $15.61
  - Health Insurance for Part-timers Available Immediately
  - Increase Employer Health Savings Account Contribution
  - Dental/Vision Insurance for Part-Timers
  - Increase Incentive Bonus Program

Budget Highlights

- Category 2 – Supplies
  - 0.81% Overall Increase
  - 6.81% Decrease in Fuel Costs
  - 10% Increase in Parts Costs
  - 7% Increase in Other Supplies Costs

Budget Highlights

- Category 3 – Services
  - 8.96% Overall Decrease
  - 35.28% Decrease in Telephone Costs
  - 18.18% Decrease in Insurance/Risk Mgmt Costs
  - 26.09% Decrease In IU Shared Costs
  - 27.46% Decrease in Repairs & Labor Costs

Budget Highlights

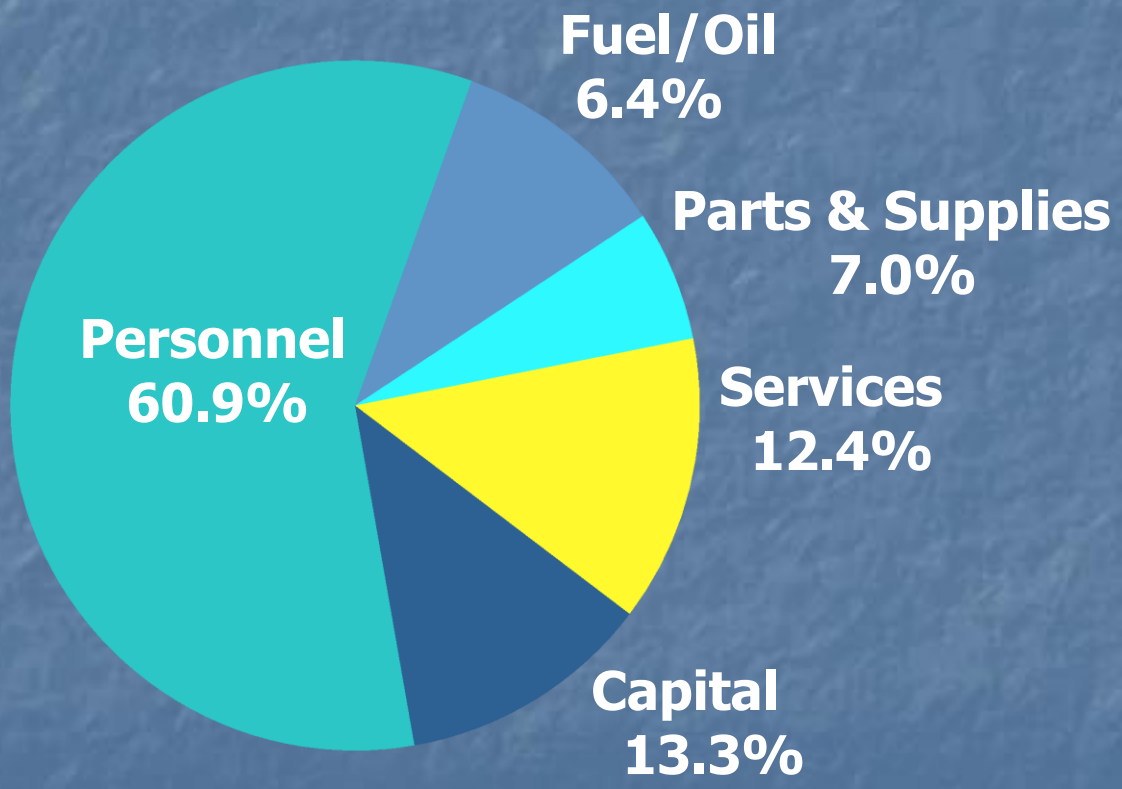
- Category 4 – Capital
  - 37.81% Overall Decrease
  - Motor Equipment – down 67.22%
    - Fewer FR Buses Compared to 2017 Budget
  - Two BT Access Buses
  - Replace Two-Way Radio System
  - Retrofit BTA Vehicles with Cameras
  - Garage Equipment – Manlift & Floor Scrubber

2018 Proposed Budget Summary

Budget Class	Proposed 2018	2017	Percent Change
I – Personnel	$5,965,069	$5,603,310	6.46
II – Materials & Supplies	$1,312,189	$1,301,639	0.81
III – Services	$1,213,920	$1,333,455	(8.96)
IV – Capital	$1,309,280	$2,105,200	(37.81)
Total	$9,800,458	$10,343,604	(5.25)

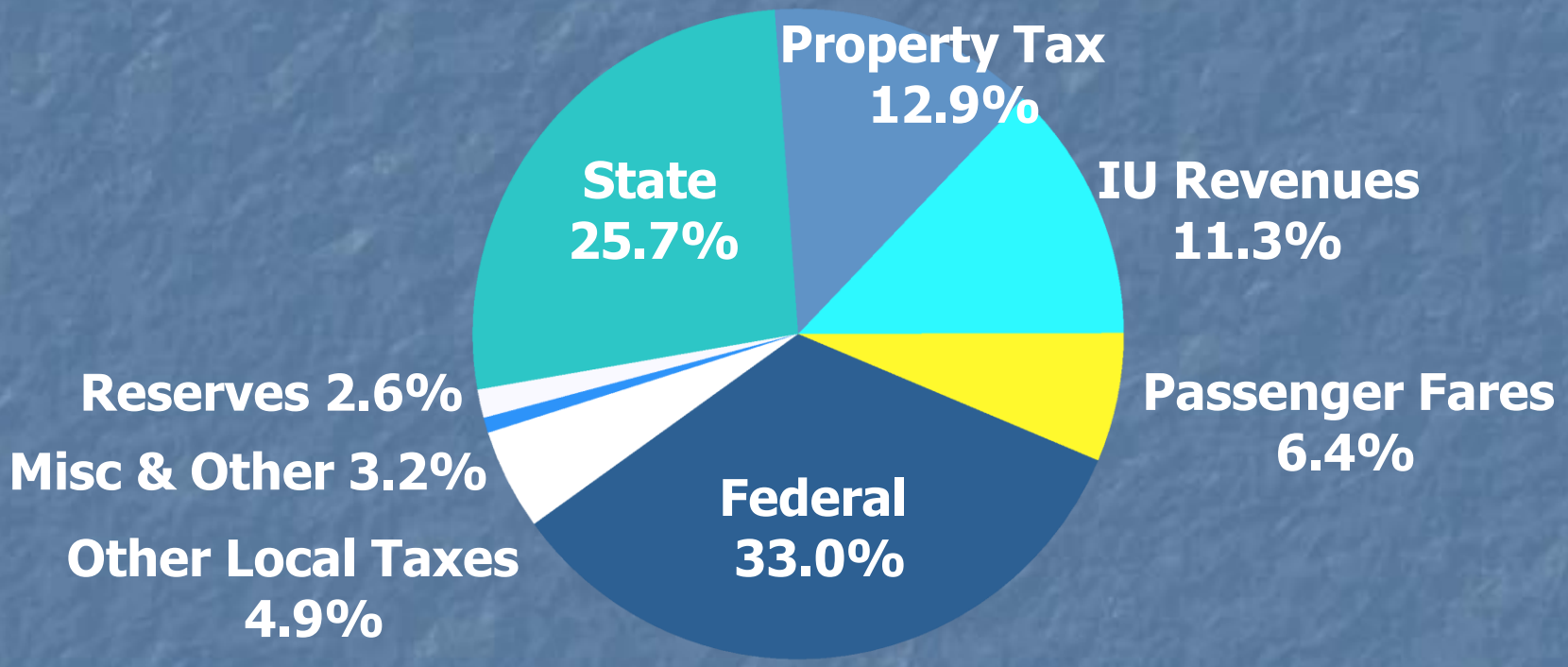
Proposed 2018 Operating/Capital Budget

Expenses by Category



Proposed 2018 Operating/Capital Budget

Revenue Sources



Bloomington Transit
2018 & Beyond - Budget Challenges

Uncertain Revenue/Expense Streams

- Future of State PMTF Revenues
- Governor's Reversions on PMTF Funding
- State PMTF Funding Not Tied Strongly to Performance
- Federal Gas Taxes Unchanged Since 1993
- Federal JARC Eliminated
- Federal Discretionary – Less Available
- IU Funding Flat
- Future of Fuel Costs
- Transit LOIT Offers Best Foreseeable Hope to Grow Transit Services

Bloomington Transit 2018 & Beyond - Opportunities

- Annexation?
- New Hospital Service
- Strategic Plan
- Facility Condition Assessment
- Alternative Fuels
- Mobile Bus Ticketing/Passes
- Solar Energy Potential
- Autonomous Vehicle Technology

Q & A

City of Bloomington, IN

Utilities Department

Budget Presentation, FY 2018

Why We Exist

The City of Bloomington Utilities efficiently delivers safe and reliable drinking water to Bloomington and Monroe County, and protects our environment and property through effective wastewater treatment and stormwater management.

THE UTILITIES

WATER WORKS

$138M VALUED ASSETS

25,311 CONNECTIONS

Monroe Water Treatment Plant

7 booster stations

7 storage tanks

420 miles of water pipes

3,064 fire hydrants

SEWER WORKS

$161M VALUED ASSETS

22,415 CONNECTIONS

Blucher Poole & Dillman Road Wastewater Treatment Plants

321 miles of sewer pipes

8,443 manholes

46 lift stations

STORMWATER

$18M VALUED ASSETS

17 miles of ditches

4 miles of box culverts

84 miles of stormwater pipes

1,035 manholes

5,695 inlets

THE CREW

ADMINISTRATION

3 Treatment plants
1 Laboratory
Water Quality
Pretreatment
Backflow Prevention
Conservation & Energy Management
Environmental Services
Communications & Marketing

TRANSMISSION & DISTRIBUTION

Transmission & Distribution
Meter Services
Communications

ENGINEERING

System Expansion and Upgrades
Plan Review and Inspection
Technical support
New Services
GIS

FINANCE

Customer Relations
Billings & Collections
Accounting & Finance
Purchasing

2017 Budget Goal Update

- ✓ Continue progress improving water quality, especially DBPs
- ✓ Enhance public communication and transparency
- ✓ Energy reduction and green infrastructure
- ✓ Reduce Sanitary Sewer Overflows
- ✓ Bolster our pretreatment program
- ✓ Expand Advanced Metering
- ✓ Maintain excellent customer service

2018 GOALS

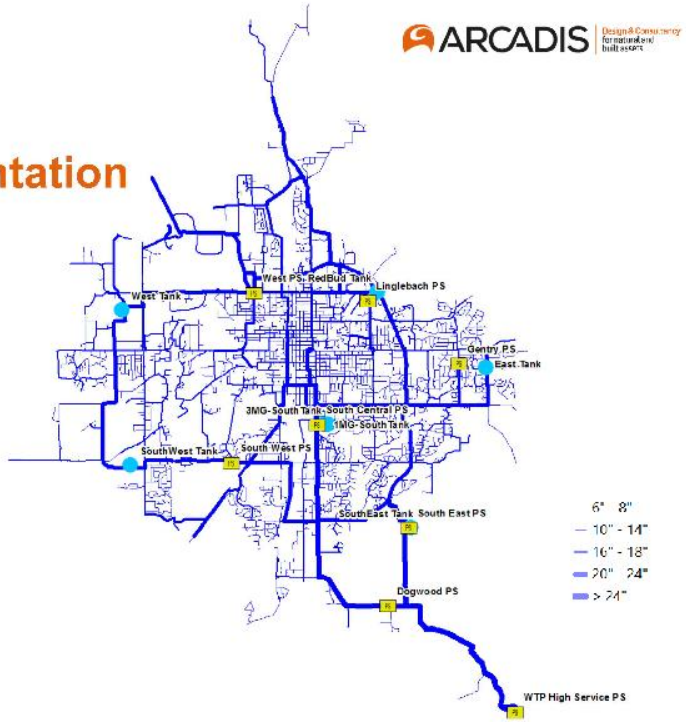
CBU Injuries	Treated	Waiver
2013	18	14
2014	11	20
2015	16	15
2016	10	12
(As of June 30) 2017	1	5

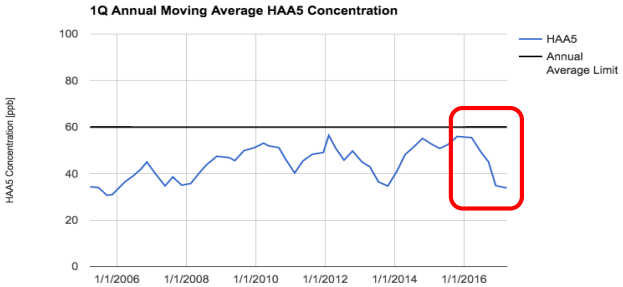
Personnel & Worksite Safety

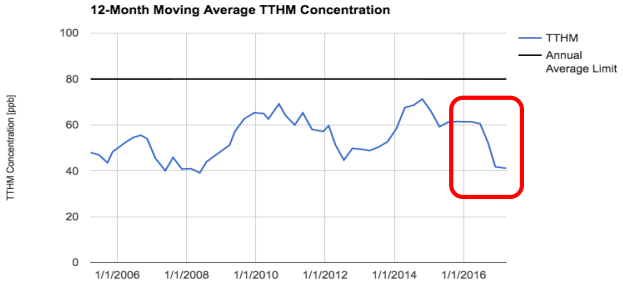
Continue Excellent Customer Service

Maintain Water Quality

Model Representation

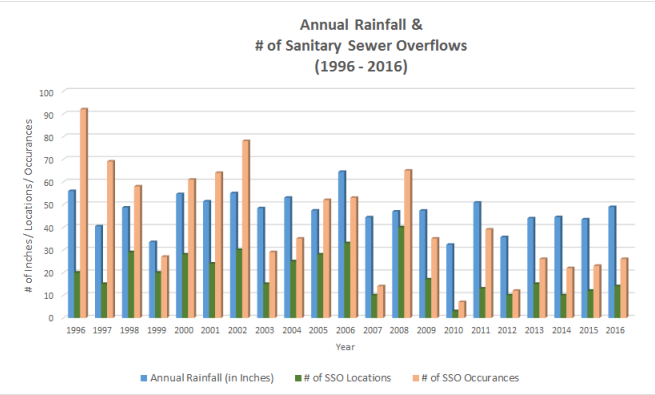


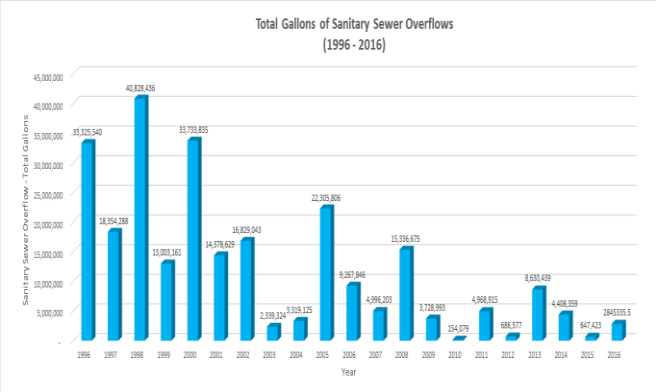




Advanced Metering

[artists impression]





Continue to reduce SSOs

Water Main Replacement

Continue to Reduce Energy Usage

Sanitation Modernization

Wastewater Capacity Improvements

Proactive Stormwater Management

Scheduled Rate Reviews

Utilities Department – Budget Highlights

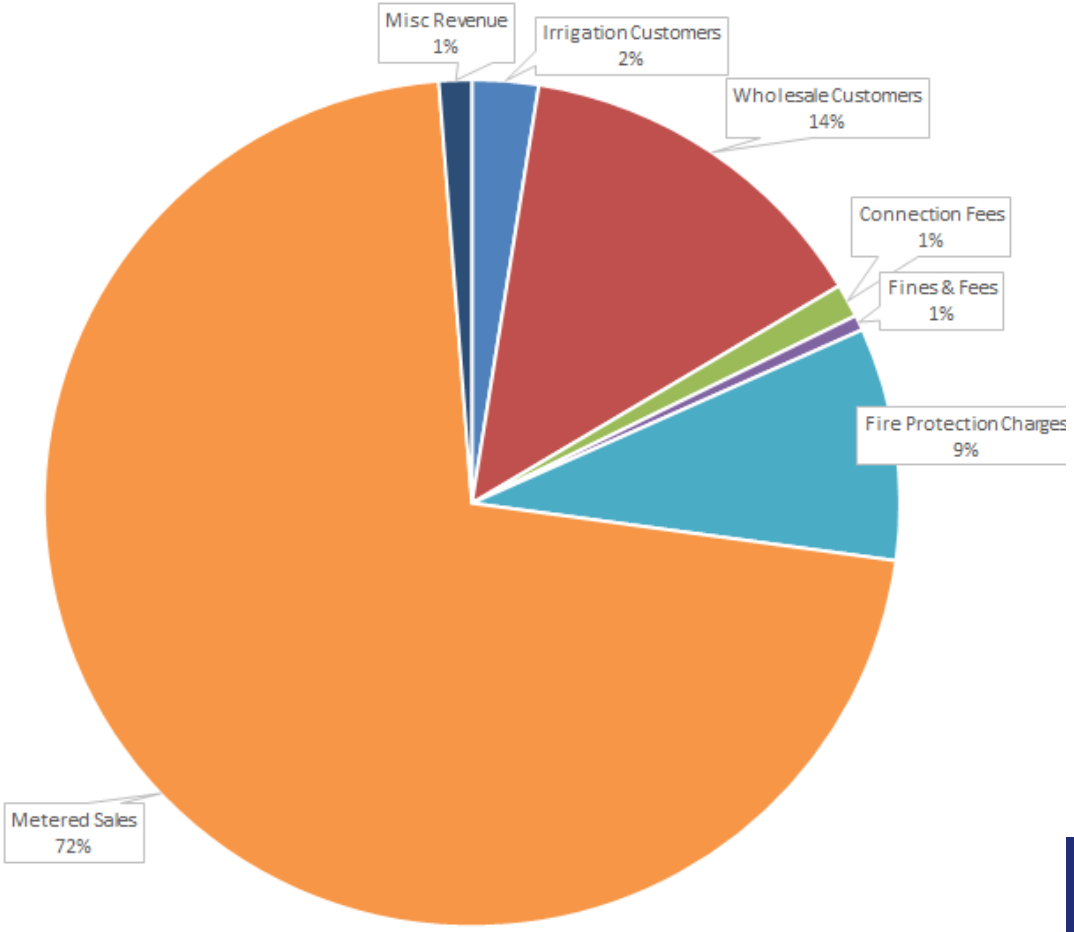
The utilities is comprised of three separate funds, for both accounting and planning purposes:

I. **Water Utility**

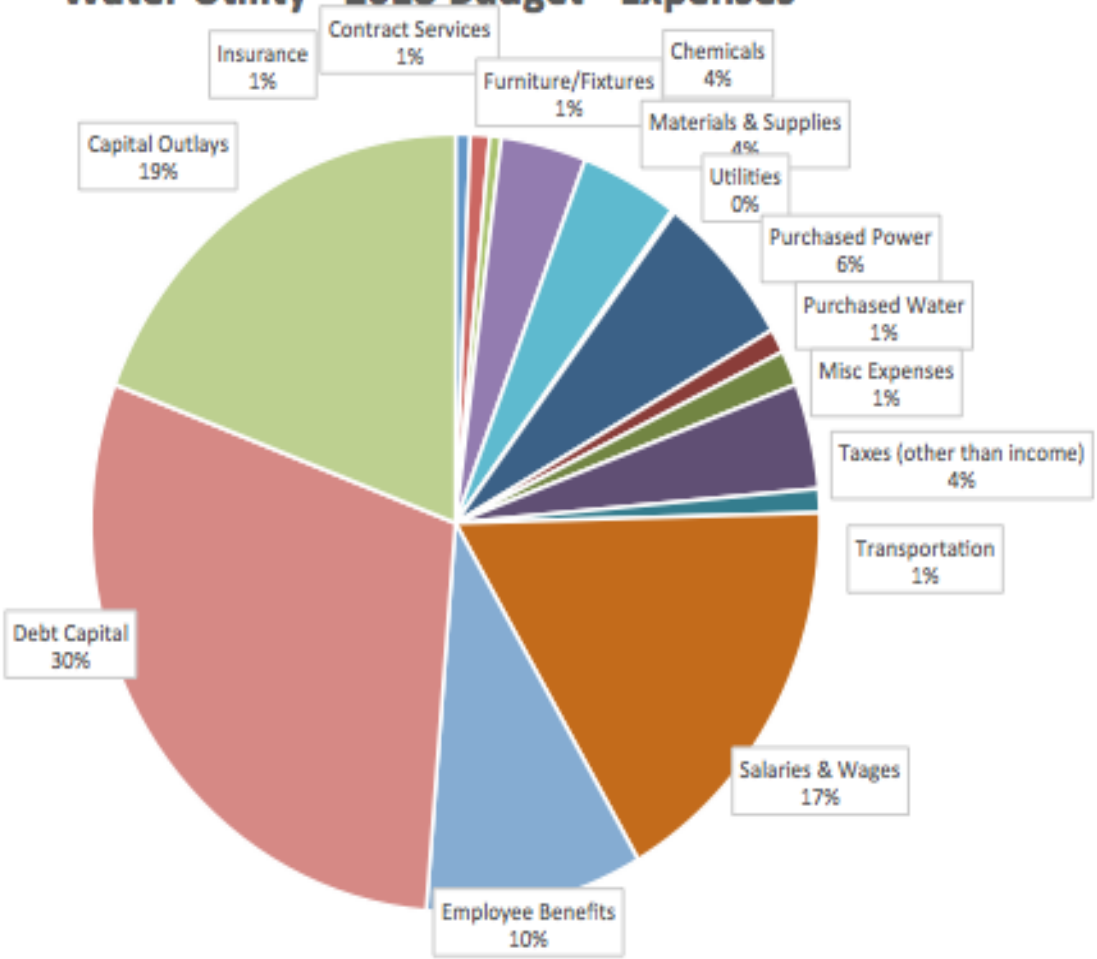
II. **Sewer Utility**

III. **Stormwater Utility**

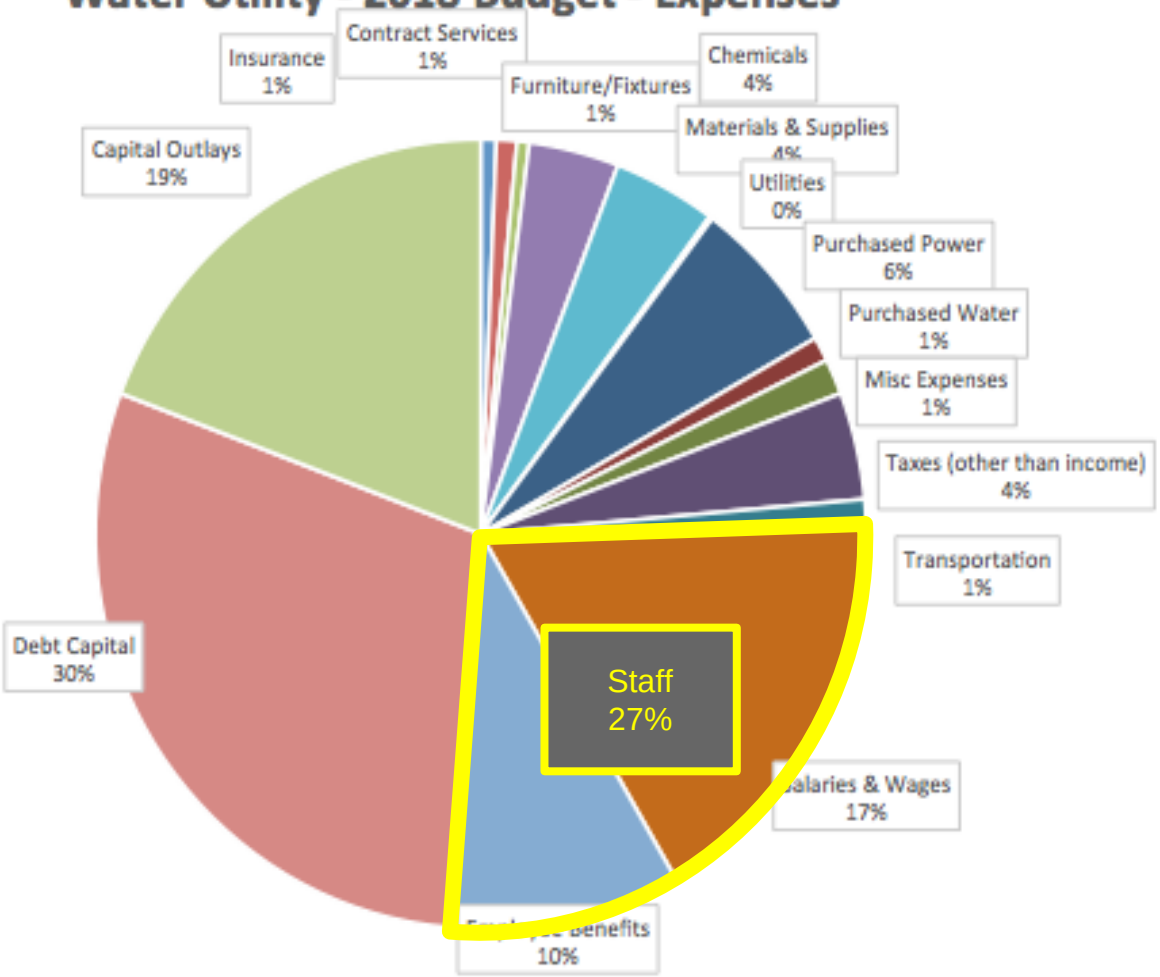
Water Utility - 2018 Budget - Revenues



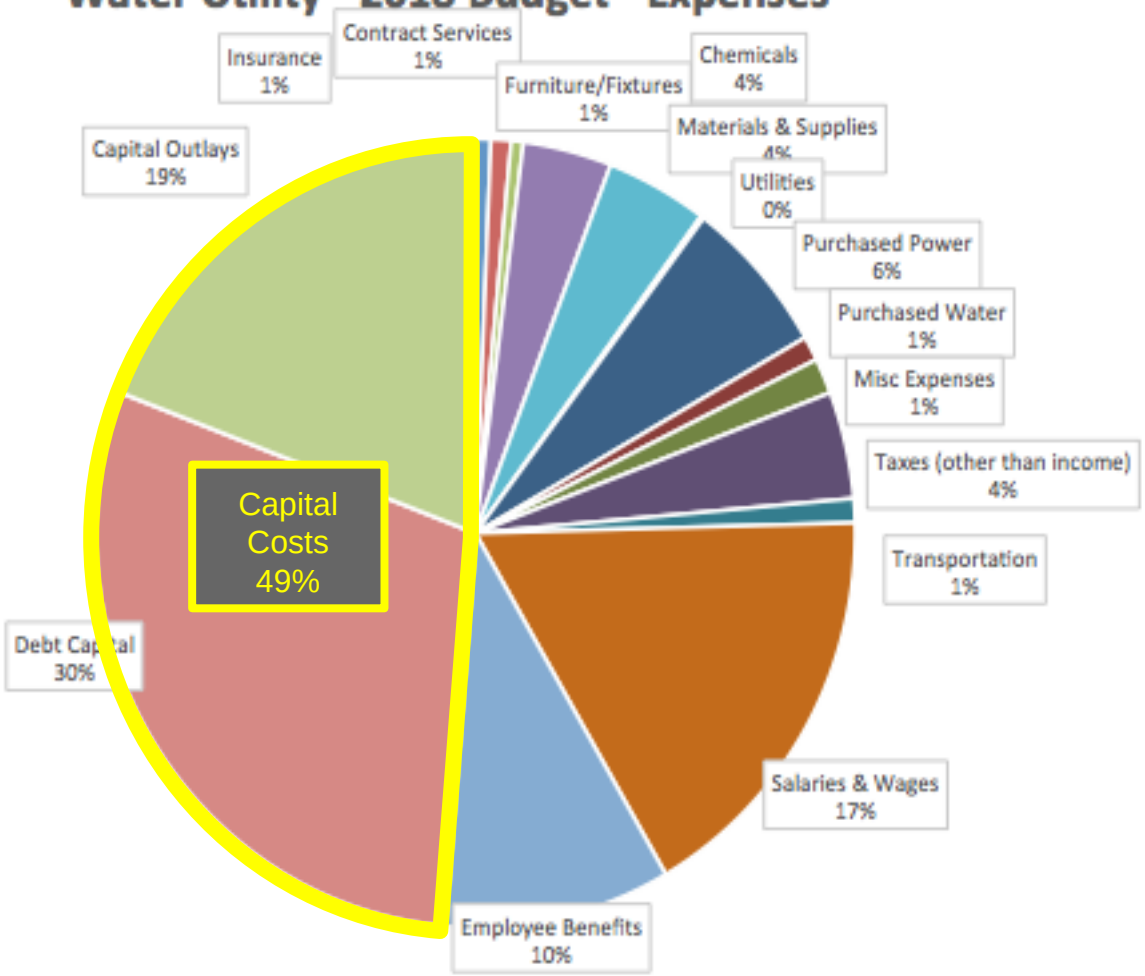
Water Utility - 2018 Budget - Expenses



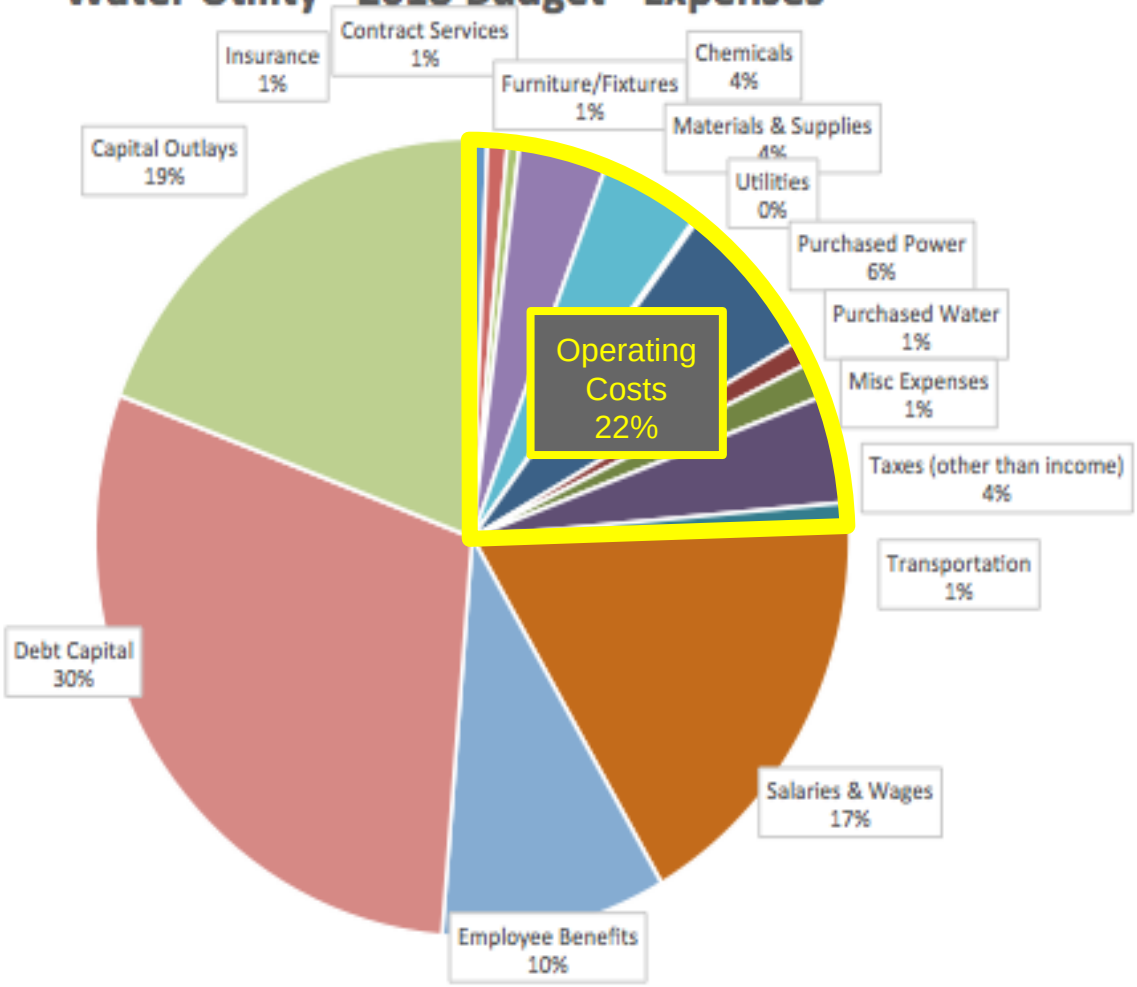
Water Utility - 2018 Budget - Expenses



Water Utility - 2018 Budget - Expenses



Water Utility - 2018 Budget - Expenses



CBU Water – Budget Highlights

Category 1 – Personnel request is $4,561,641, an increase of $34,058 or 0.8%. As you are aware, the city is requesting a 2% salary increase for non-union staff. A new position request for 2018 is under consideration:

1. **Engineering Technician Position –** requested in order to facilitate project management at our three treatment plants. This position is shared between the Water and Wastewater Utilities.

CBU Water – Budget Highlights

Category 2 – Supplies request is $1,794,766 an increase of $96,844 or 5.7%. A standard 5% increase is estimated for chemicals, materials, and supplies at the water plant, distribution system, and service center. Significant changes include:

U62001 Materials & Supplies General - 28% increase - $26,260 increase to fund increased maintenance and inspection activity costs.

U62022 Materials & Supplies Meters - 21% decrease - $15,000 decrease in anticipation of comprehensive advanced metering initiative.

U62032 Materials & Supplies Treatment - 18% increase - $12,400 increase for repair of treatment-related materials such as algae-control devices, and components for coagulation and disinfection process.

CBU Water – Budget Highlights

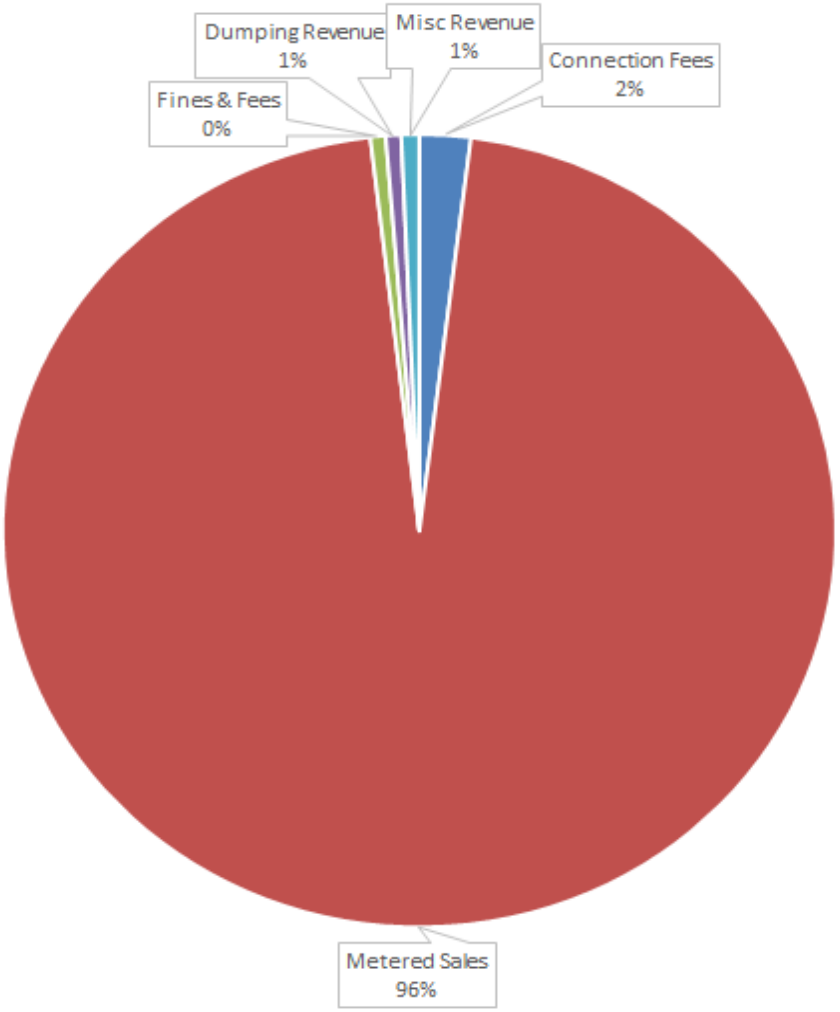
Category 3 – Other Services & Charges request is $2,788,842 an increase of $57,197 or 2.1%. Significant changes include:

U61732 Cell Phone Charges - 40% increase - $2,790 increase
U61734 Pager Expenses - 30% decrease - $165 decrease
U62200 Training - 68% increase - $13,310 increase in order to align more closely with 1% of salary target figure.
U63200 Contract Services Accounting - 60% decrease - $5,000 decrease given no anticipated need in 2018 for the Water Utility.
U65000 Transportation - 30% decrease - $22,191 decrease Monroe WTP and Engineering depts. were over-budgeted in prior years. Reduction reflects estimates provided by Fleet.
U66700 Regulatory Commission - 100% decrease - $80,000 decrease No anticipated IURC fees in 2018.
U67000 Bad Debt 57% increase / $4,000 increase Uncollectable accounts continue to rise in volume as customer base, as well as rates, grow. This amount reflects the average of the past 3 years' expenses.
U67501 Miscellaneous Expense - 40% increase - $28,765 primarily in the Billing & Collections department, in which credit card processing fees are charged. Fees increase each year, as does sales volume. Sanitation adds volume to process, with reimbursement reflected in the Interdepartmental Agreement.
U67547 Miscellaneous Expense Software - 101% increase - $23,450 increase
Earmarked for asset management system purchase.

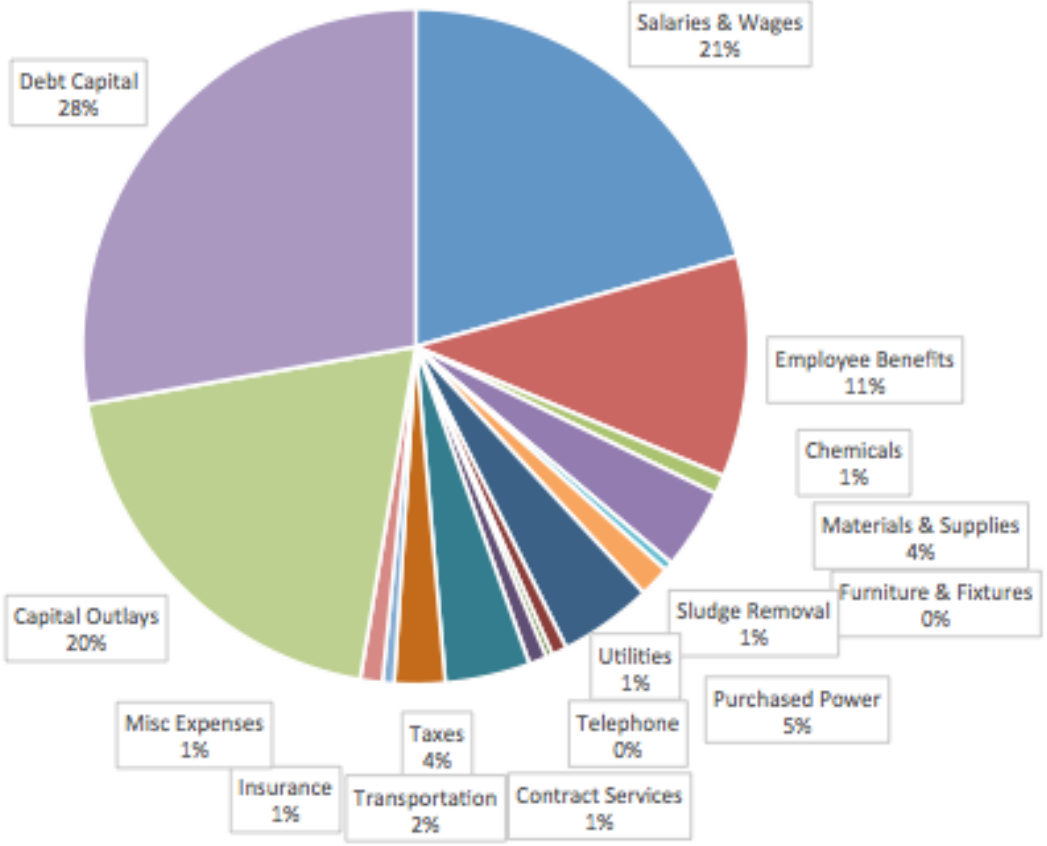
CBU Water – Budget Highlights

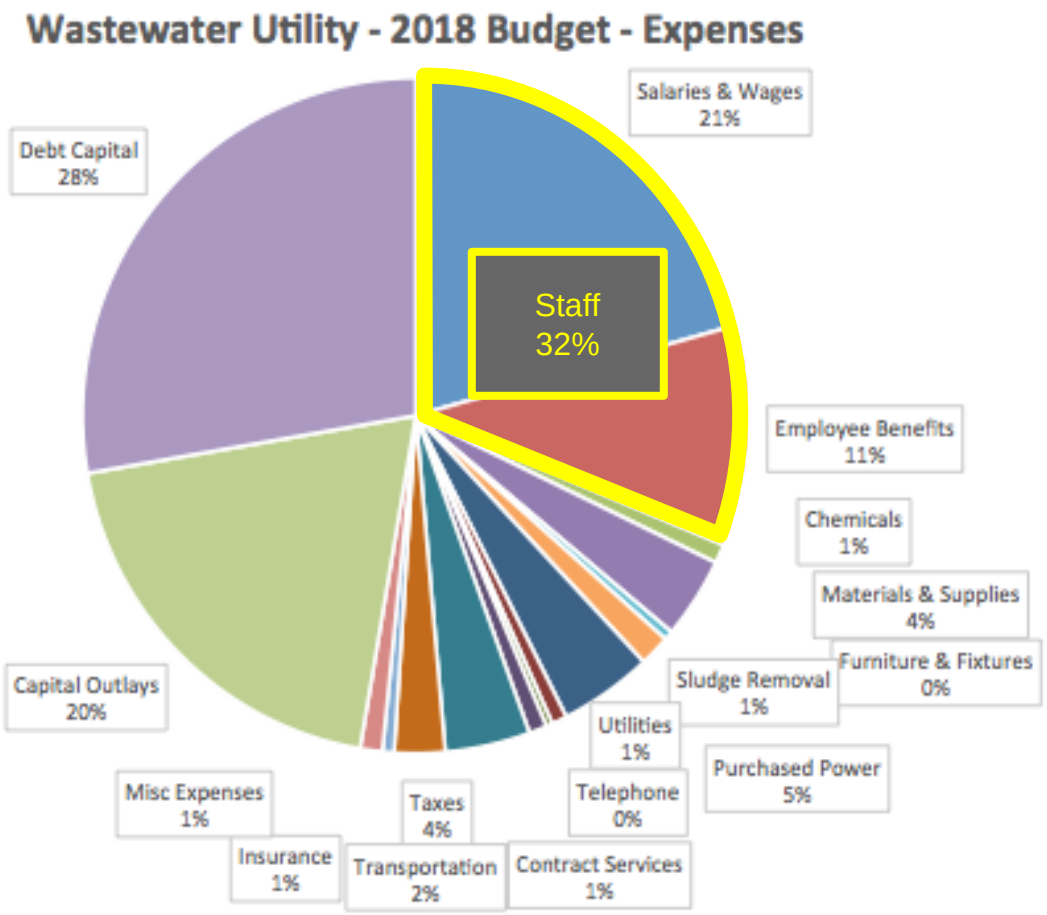
Category 4 – Capital Outlays - request is $4,098,944, an increase of $2,733,502 or 200.2%. With the rate increase fully in effect, we are able to adequately fund a capital replacement program for the water utility.

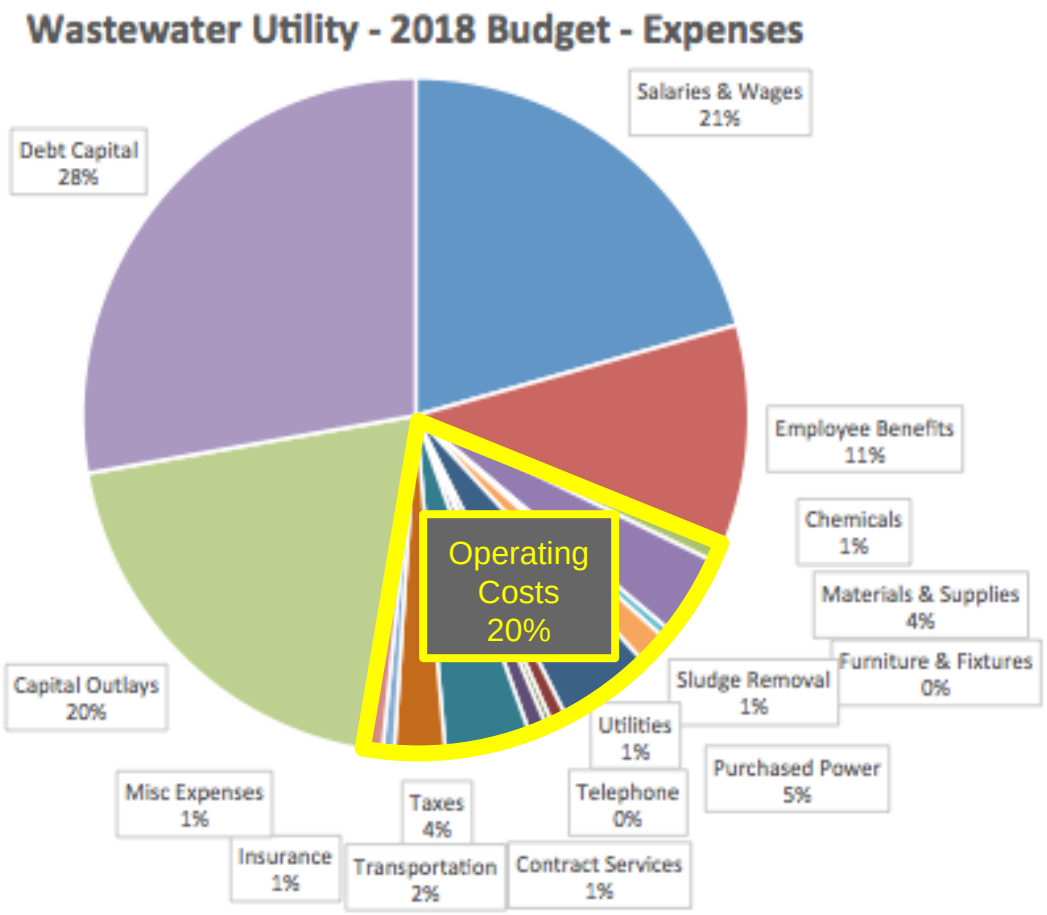
Wastewater Utility - 2017 Budget - Revenue

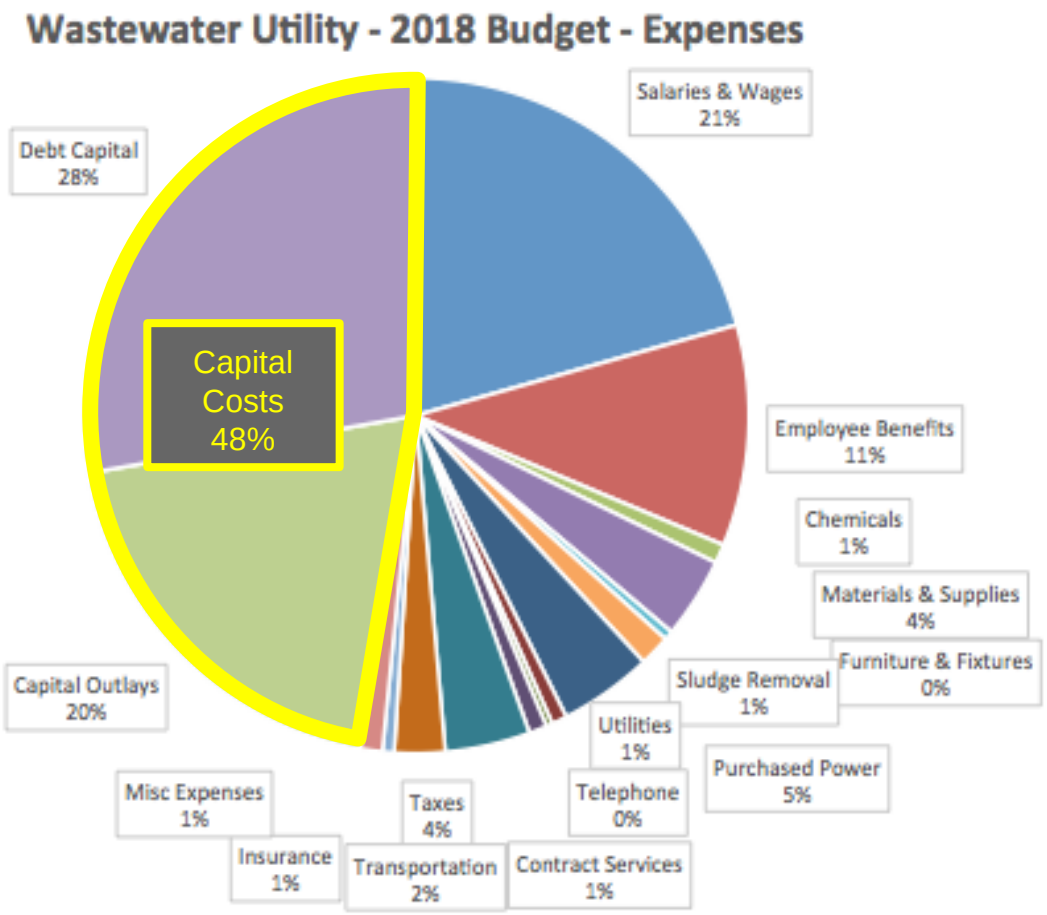


Wastewater Utility - 2018 Budget - Expenses




Wastewater Utility - 2018 Budget - Expenses
Salaries & Wages 21%
Staff 32%
Employee Benefits 11%
Chemicals 1%
Materials & Supplies 4%
Furniture & Fixtures 0%
Sludge Removal 1%
Utilities 1%
Purchased Power 5%
Telephone 0%
Contract Services 1%
Transportation 2%
Taxes 4%
Insurance 1%
Misc Expenses 1%
Capital Outlays 20%
Debt Capital 28%


Wastewater Utility - 2018 Budget - Expenses
Salaries & Wages 21%
Employee Benefits 11%
Chemicals 1%
Materials & Supplies 4%
Furniture & Fixtures 0%
Sludge Removal 1%
Utilities 1%
Purchased Power 5%
Telephone 0%
Contract Services 1%
Transportation 2%
Taxes 4%
Insurance 1%
Misc Expenses 1%
Capital Outlays 20%
Debt Capital 28%
Operating Costs 20%


Wastewater Utility - 2018 Budget - Expenses
Salaries & Wages 21%
Employee Benefits 11%
Chemicals 1%
Materials & Supplies 4%
Furniture & Fixtures 0%
Sludge Removal 1%
Utilities 1%
Purchased Power 5%
Telephone 0%
Contract Services 1%
Transportation 2%
Taxes 4%
Insurance 1%
Misc Expenses 1%
Capital Outlays 20%
Debt Capital 28%
Capital Costs 48%

CBU Sewer – Budget Highlights

Category 1 – Personnel request is $7,515,945, an increase of $199,089 or 2.7%. As you are aware, the city is requesting a 2% salary increase for non-union staff. Two changes requested for 2018 are currently under review:

1. **Engineering Technician Position –** this new position is requested in order to facilitate project management at our three treatment plants. This position is shared between the Water and Sewer utility, with a 40% and 60% split.

2. **Superintendent of Blucher Poole Wastewater Treatment Plant** - this position formerly existed at the treatment plant, but has been under the supervision of the Dillman Road Wastewater Treatment Plant Superintendent. With a number of large capital projects and operational objectives for the plant in upcoming years, we feel onsite leadership is necessary.

CBU Sewer – Budget Highlights

Category 2 - Supplies request is $1,355,618, an increase of $125,763, or 10.2%. A standard 5% increase is estimated for chemicals and most materials and supplies at the sewer plants, collection system, and service center. Significant changes include:

U62001 Materials & Supplies General - 29% increase - $56,495 increase to fund increased maintenance and inspection activity costs
U62022 Materials & Supplies Meters- 62% increase - $31,500 increase as line was previously underbudgeted.
U62044 Materials & Supplies Office Supplies - 25% decrease - $11,234 decrease given one-time purchases in prior year.
U62142 Furniture & Fixtures Computer - 15% increase - $5,572 increase to accommodate asset replacement needs upon consultation with ITS.

CBU Sewer – Budget Highlights

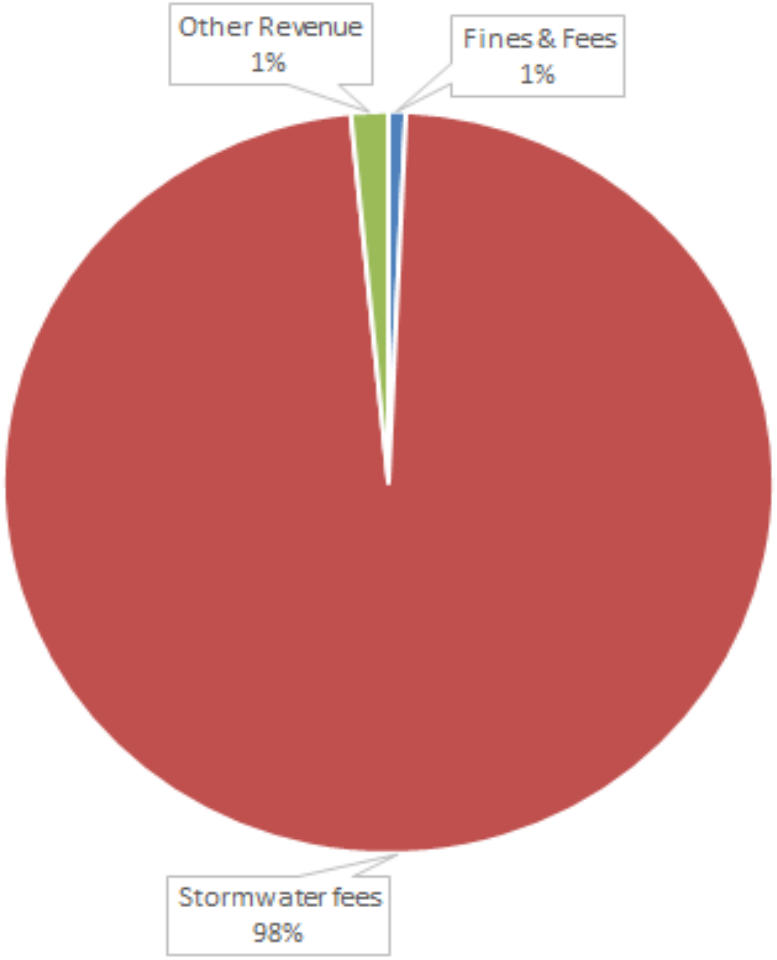
Category 3 - Other Services & Charges request is $4,280,967, an increase of $378,268 or 9.7%. Significant changes include:

U61531 Purchased Power Pumping - 17% increase - $28,000 increase
U61532 Purchased Power Treatment - 17% increase - $150,060 increase as SCI REMC credit has been fully utilized.
U62200 Training - 45% increase - $22,915 increase to align more closely with 1% of salary target figure.
U63100 Contract Services Engineering - 83% decrease - $48,000 decrease Outside engineering for larger projects will be reflected in the capital projects funding line, with smaller projects more likely to be handled in-house.
U63200 Contract Services Accounting - 479% increase - $91,000 increase for a comprehensive rate review in late 2018.
U63300 Contract Services Other - 21% increase - $7,500 increase for contingency needs related to major projects. These may include tree removal, masonry, inspection, and other professional service.
U65000 Transportation Structures - 25% decrease - $6,500 decrease Reduced to reflect 5-year trend.
U67501 Miscellaneous Expense - 31% increase - $37,110 increase primarily in the Billing & Collections department, in which credit card processing fees are charged. Fees increase each year, as does sales volume. Sanitation adds volume to process, with reimbursement reflected in the Interdepartmental Agreement
U67547 Miscellaneous Expense Software - 93% increase - $33,038 increase Earmarked for asset management system purchase.

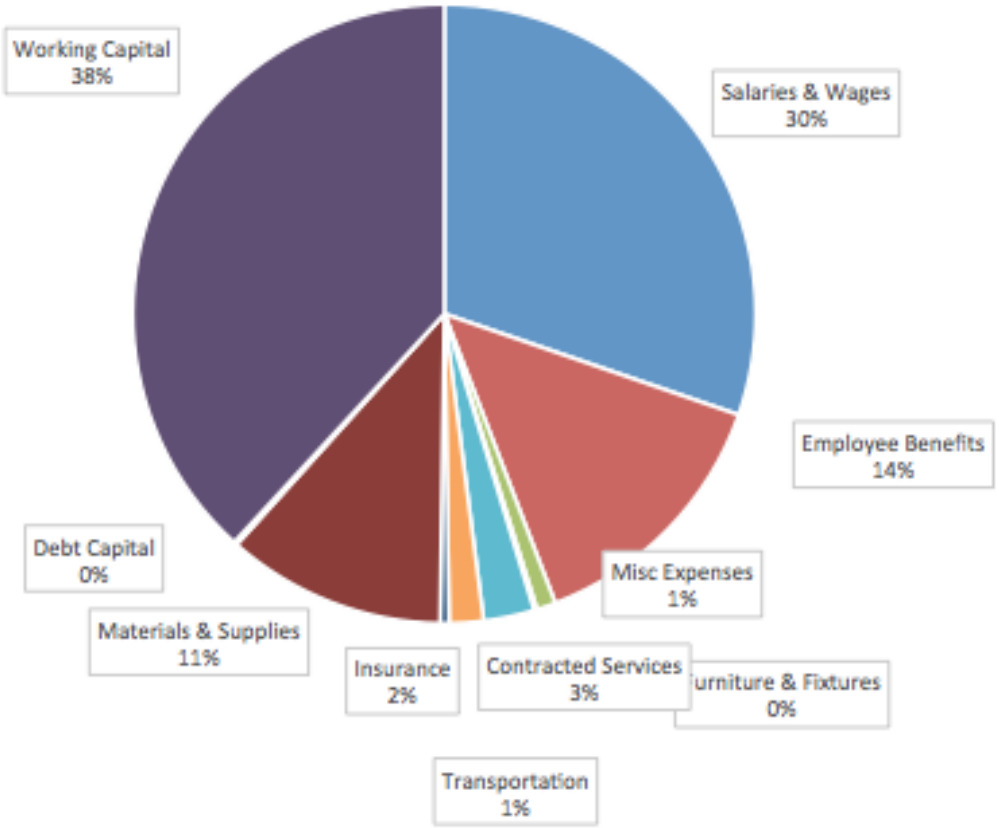
CBU Sewer – Budget Highlights

Category 4 - Capital Outlays request is $5,202,812, an increase of $617,957, or 13.5%. With the retiring of the 2012B Sewer bonds, and no principal payment on the 2017 Sewer Bonds due until 2019, a temporary reduction in debt service expenses allow us to maintain a healthy capital budget in 2018 despite operational increases elsewhere.

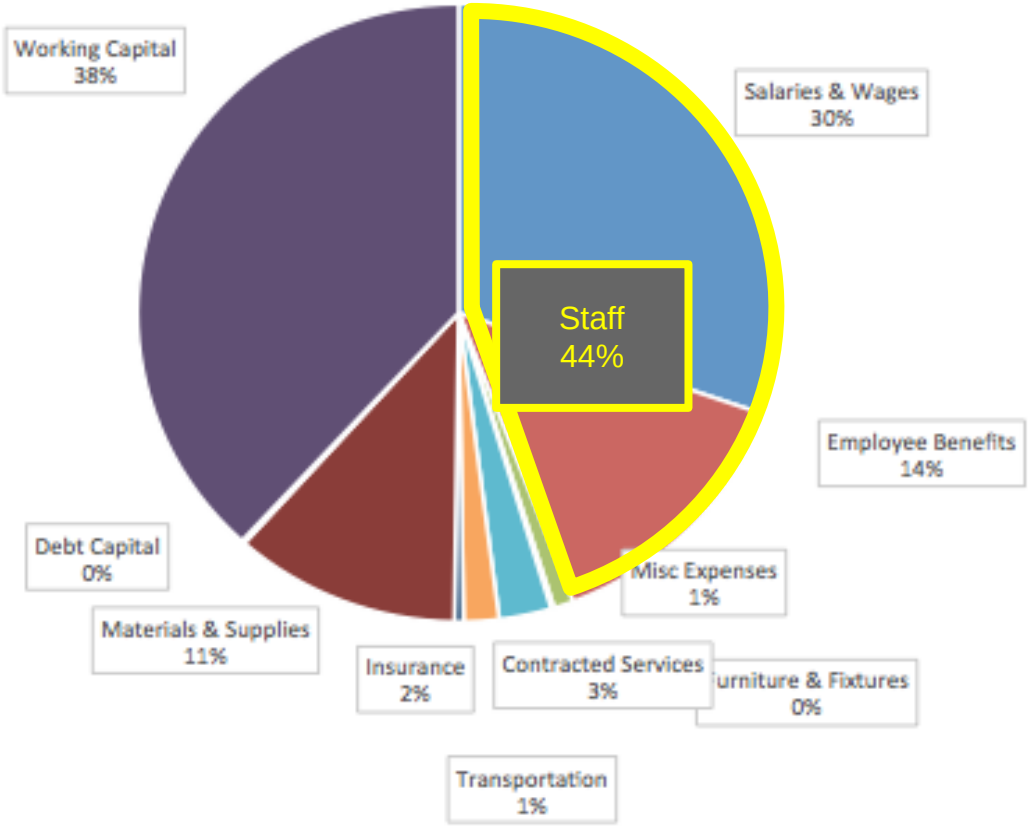
2017 Budget - Stormwater Utility - Revenue



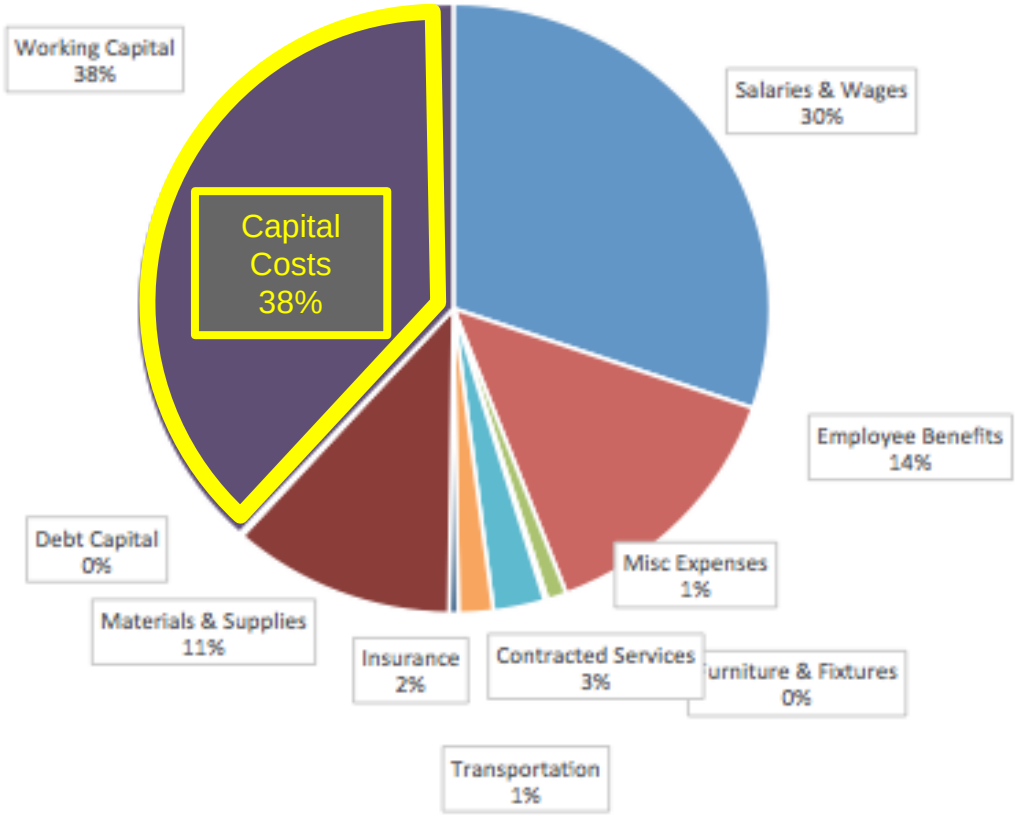
Stormwater Utility - 2018 Budget - Expenses



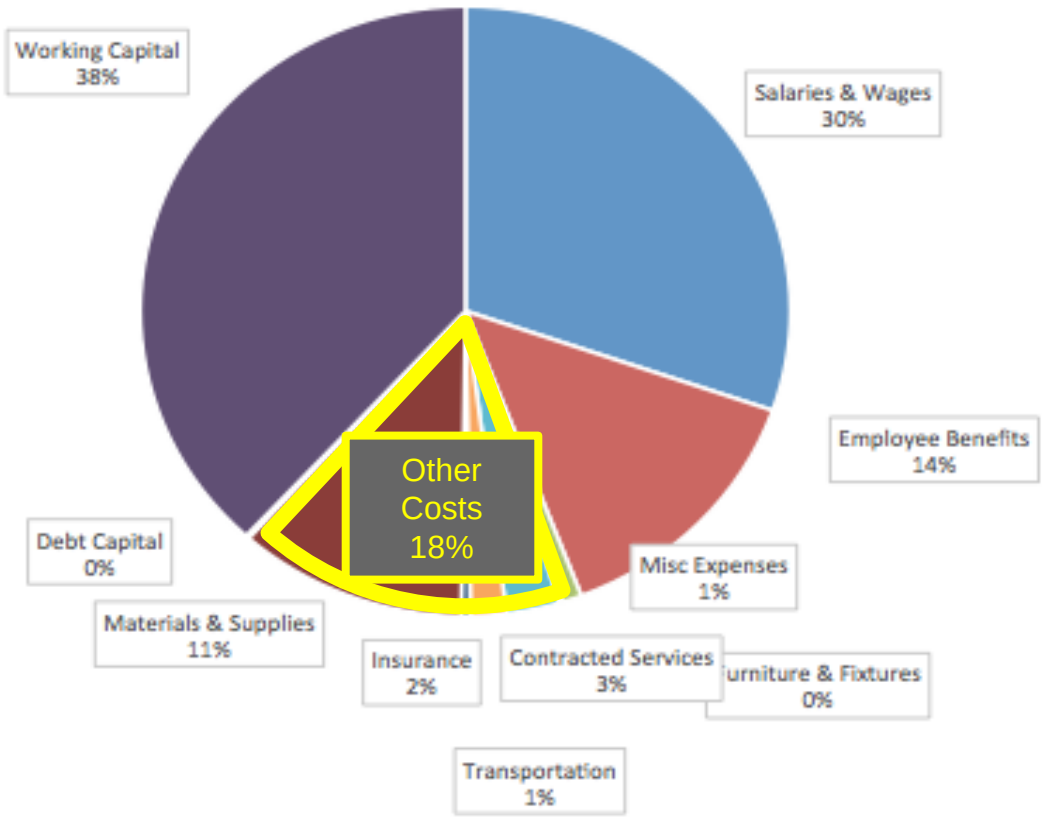
Stormwater Utility - 2018 Budget - Expenses



Stormwater Utility - 2018 Budget - Expenses



Stormwater Utility - 2018 Budget - Expenses



CBU Stormwater – Budget Highlights

Category 1 – Personnel request is $654,177 an increase of $43,957 or 7.2%.

CBU Stormwater – Budget Highlights

Category 2 - Supplies request is $175,820, an increase of $7,120 or 4.2%. A standard 5% increase is estimated for most materials and supplies utilized by the stormwater crews and associated staff.

CBU Stormwater – Budget Highlights

Category 3 - Other Services & Charges request is $91,750, an increase of $51,450 or 127.7%. Notable changes include:

U62200 Training - 232% increase - $5,800 increase to align more closely with 1% of salary target figure.

U63200 Contract Services Accounting - $40,000 increase for anticipated rate review.

U66000 Advertising - 367% increase - $2,750 increase to enhance educational/advertising materials for MS4 program.

CBU Stormwater – Budget Highlights

Category 4 - Capital Outlays request is $598,262, a decrease of $95,872 or 13.8%. The capital budget is reduced in order to accommodate increased expenses in each other category (above).

Utilities Department – Budget Summary

Fund: 009 Water	2016 Actual Amount	2017 Adopted Budget	2018 Council	$ Change	% Change
Expenditures					
Personnel Services	4,129,029	4,527,583	4,561,641	34,058	1%
Supplies	1,706,807	1,697,922	1,794,766	96,844	6%
Other Services and Charges	2,409,897	2,731,645	2,788,842	57,197	2%
Capital Outlays	2,840,188	1,365,442	4,098,944	2,733,502	200%
Fund Total: Water	11,085,922	10,322,592	13,244,193	2,921,601	28%

Utilities Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	$ Change	% Change
Fund: 010 Wastewater					
Expenditures					
Personnel Services	6,900,128	7,316,856	7,515,945	199,089	3%
Supplies	1,190,169	1,229,855	1,355,618	125,763	10%
Other Services and Charges	3,538,371	3,902,669	4,280,967	378,298	10%
Capital Outlays	3,428,930	4,584,855	5,202,812	617,957	13%
Fund Total: Wastewater	15,057,598	17,034,235	18,355,342	1,321,107	8%

Utilities Department – Budget Summary

	2016 Actual Amount	2017 Adopted Budget	2018 Council	$ Change	% Change
Fund: 011 Stormwater					
Expenditures					
Personnel Services	546,227	610,220	654,177	43,957	7%
Supplies	132,600	168,700	175,820	7,120	4%
Other Services and Charges	51,069	40,300	91,750	51,450	128%
Capital Outlays	250,523	694,134	598,262	(95,872)	-14%
Fund Total: Stormwater	980,418	1,513,354	1,520,009	6,655	0%

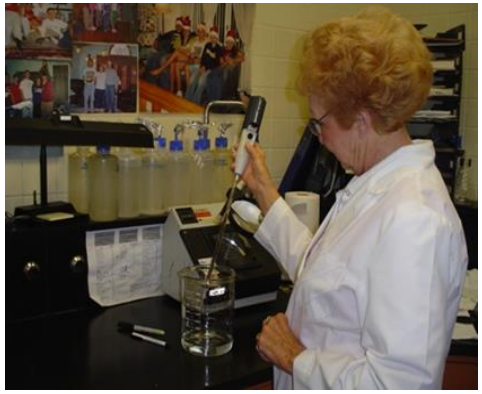
Utilities Department – Budget Summary

Fund: 020 Wastewater Sinking

Expenditures					
Other Services and Charges	1,260,928	6,371,043	5,128,014	(1,243,029)	-20%
Fund Total: Wastewater Sinking	1,260,928	6,371,043	5,128,014	(1,243,029)	-20%

Utilities Department – Budget Summary

Fund: 029 Water Sinking

Expenditures					
Other Services and Charges	8,851,380	5,307,551	5,451,079	143,528	3%
Fund Total: Water Sinking	8,851,380	5,307,551	5,451,079	143,528	3%

Utilities Department – Conclusion