



2022



CITY BUDGET

BUDGET OVERVIEW

Jeffrey Underwood, Controller

To: Members of the City of Bloomington Common Council
From: Office of the Controller
Re: 2021 Budget

As we enter year 2 of the pandemic, we continue to adjust, persevere and overcome. Department Heads and their staff have been asked to conserve spending both this year and in their requests for 2022. In 2020, we saw significant reductions in revenues for our Street, Parks, and Food & Beverage Funds. We have seen some recovery in these funds, however, we don't expect to see a full return to normal for the foreseeable future. The good news is that we received significant assistance via CARES (Coronavirus Aid, Relief, and Economic Security Act) and ARPA (American Rescue Plan Act) funds, and the uses of those funds are reflected in the 2022 budget request.

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 2020 with reserves between the City General Fund and the Rainy Day fund of 38.8% of the actual annual expenditures for 2020.

To put this in perspective, this would allow us to pay for approximately 4.5 months of the City General Fund expenditures without receiving any other revenues.

We are projecting these levels to be 29.1% and 23.6% at the end of 2021 and 2022, respectively.

Revenues

Property Taxes: These funds are a significant source of revenue for the City General Fund, Parks General Fund, and Cumulative Capital Development Fund as well as City and Parks General Obligation Bonds. In the City General Fund, property taxes represent 53.7% of the total revenues. The State has estimated this source of revenue will increase by 4.3% for 2022.

Local Income Tax (LIT): These funds are collected and remitted by the State. LIT is composed of three categories, Distributive Shares, Public Safety, and Economic Development. The current LIT consists of Distributive Shares and Public Safety. The General Fund receives the City's portion of the Distributive Shares and this represents 26.5% of the total revenues for the City General Fund. The City also receives Public Safety LIT and those funds are discussed later in this memo.

Note: As a result of extension for the filing of state tax returns in 2020 (for 2019), the State is projecting a reduction of \$1,082,247 or (7.8%) in our LIT for 2022.

Revenues, continued

City Miscellaneous Revenues: These are revenues such as fees for services, fines, and interest income. Miscellaneous Revenues represents 19.9% of total revenues for the City.

Rainy Day Fund: As a part of the 2021 budget we utilized \$2,000,000 from the Rainy Day Fund in order to provide funding to the Recover Forward initiative. We are not proposing to utilize any of these funds in 2022. This accounts for the decrease in our Miscellaneous Revenues for 2022.

Expenditures

All Funds:

The overall total budget (not including Utilities or Transit) request is \$106,611,922, which is an increase of \$11,518,841 or 12.1%. The increase is overwhelmingly supported by CARES funds (\$1,000,000) and ARPA funds (\$9,735,000). Without these critical one-time sources there would be a decrease in the overall budget request of \$216,159.

General Fund:

The overall budget request is \$49,901,809. This is an increase of \$1,349,477 or 2.8%. This increase reflects \$1,000,000 of CARES expenditures and \$224,430 decrease in Property Tax Caps. Adjusting for these items the General Fund Budget represents a 1.2% change in comparison to the 2021 request.

Expenditures, continued

Parks General Fund:

The overall budget request is \$9,723,349. That is an increase of \$1,304,141 or (15.5)%.

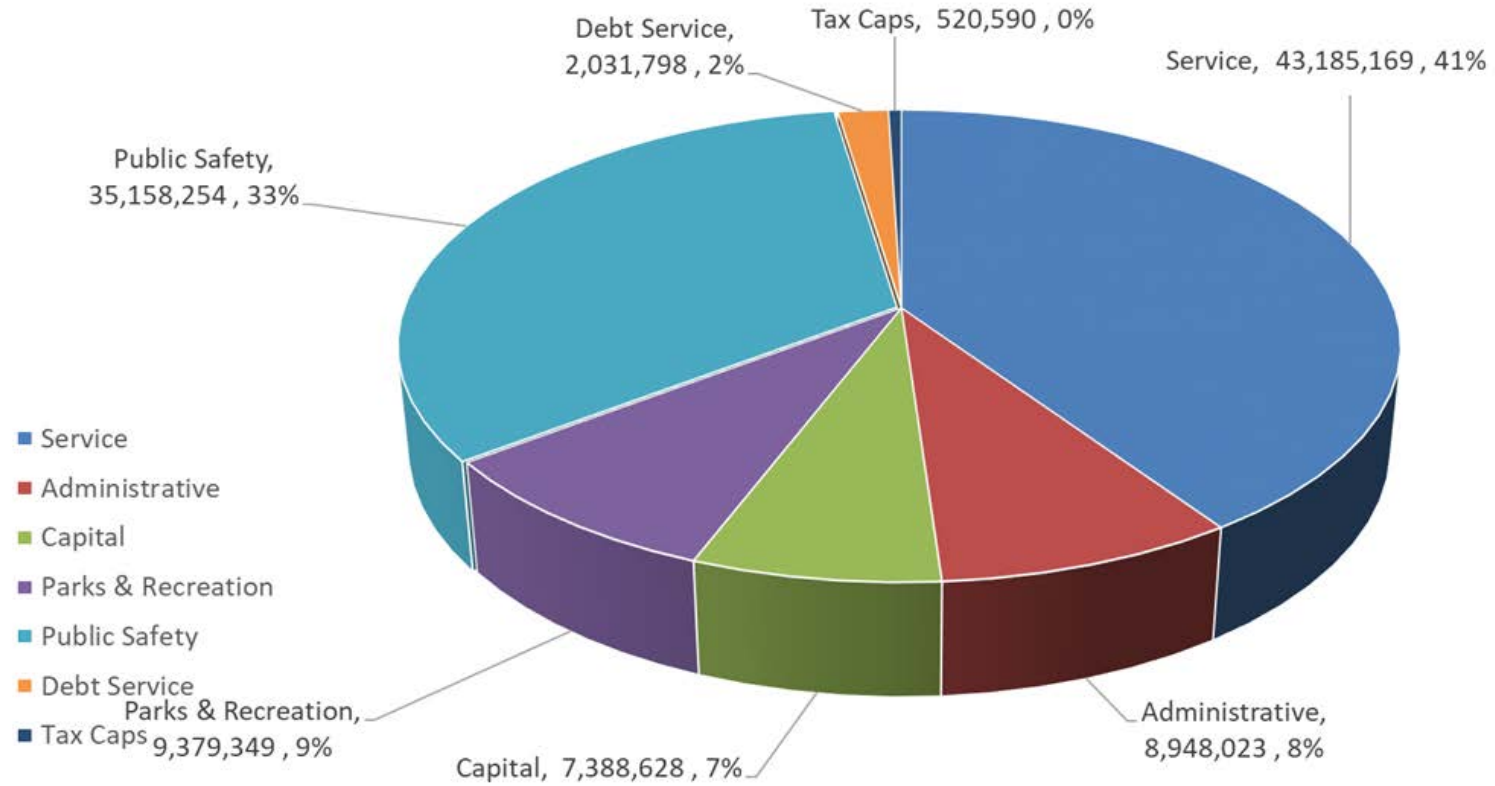
Public Safety Local Income Tax Fund:

The primary use of this revenue stream is to fund a Public Safety Answering Point (PSAP) or Central Dispatch. We expect to receive in 2022, \$6,044,980 in PS LIT revenue and \$1,345,000 in E911 revenue. These revenues breakdown as:

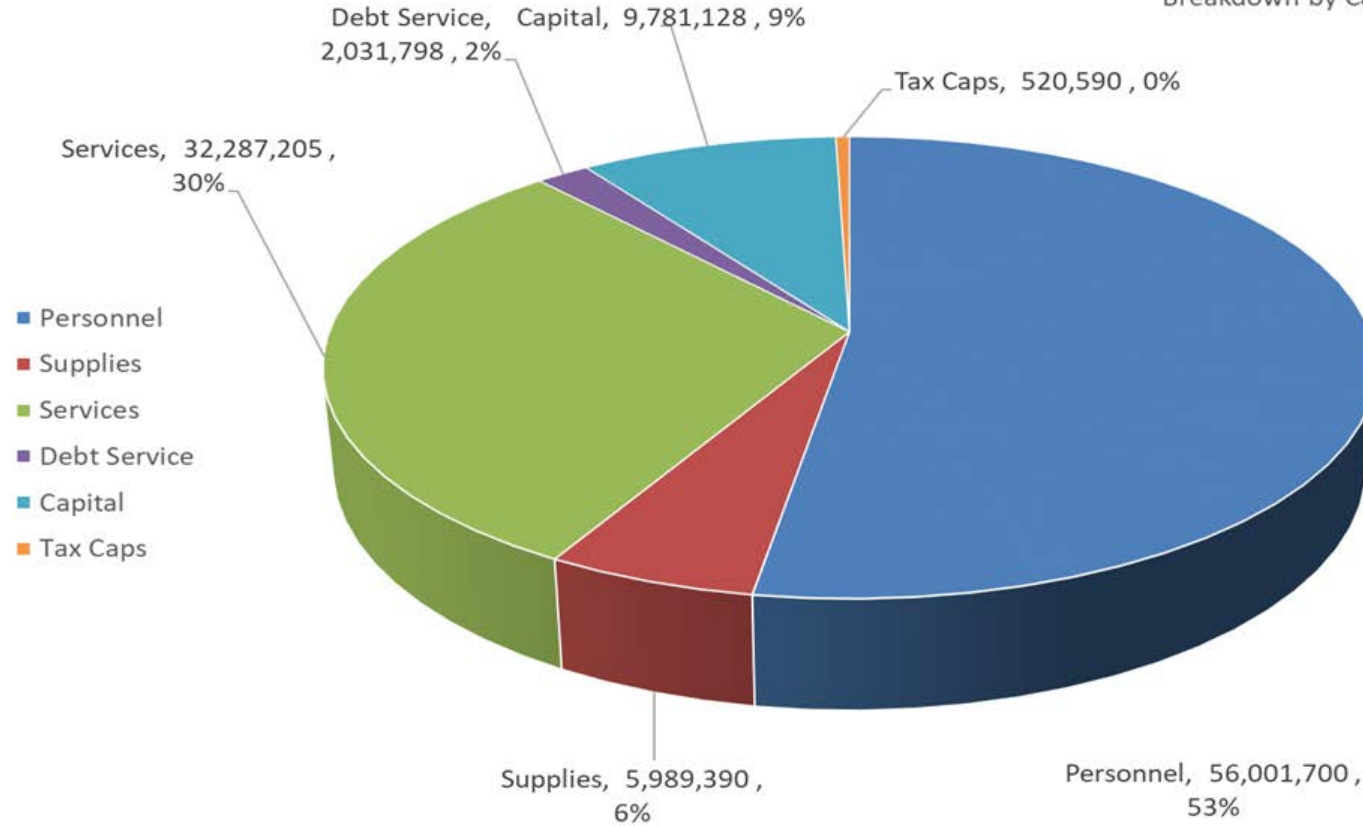
Central Dispatch	\$2,913,929 – PS LIT and \$1,345,000 – E911
Police & Fire	\$3,131,051

**Thank you for your deliberations and consideration of the
2022 budget proposal.**

City of Bloomington
2022 Budget
All Funds
Breakdown by Function



City of Bloomington
2022 Budget
All Funds
Breakdown by Category



City of Bloomington
2022 Budget
City & Parks General Fund
Breakdown by Function

- Service
- Capital
- Administrative
- Parks & Recreation
- Public Safety
- Tax Caps

Service, 14,248,658 , 24%

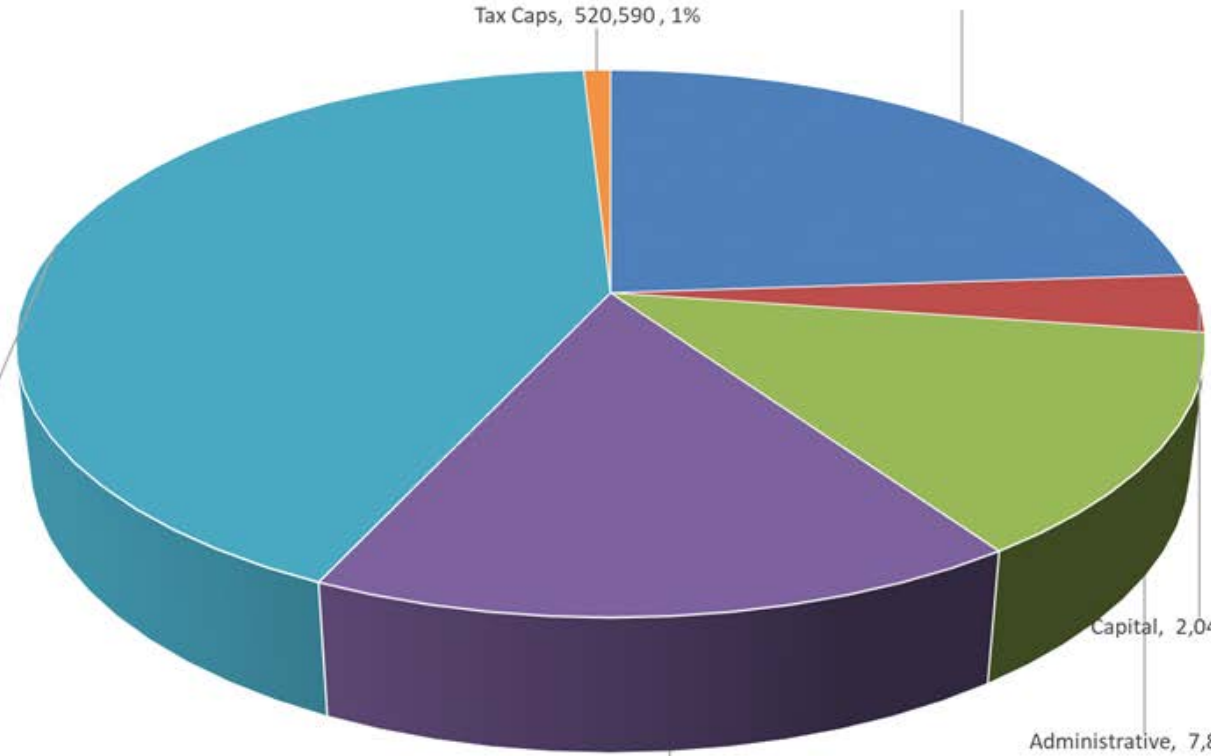
Tax Caps, 520,590 , 1%

Public Safety, 25,233,761 , 42%

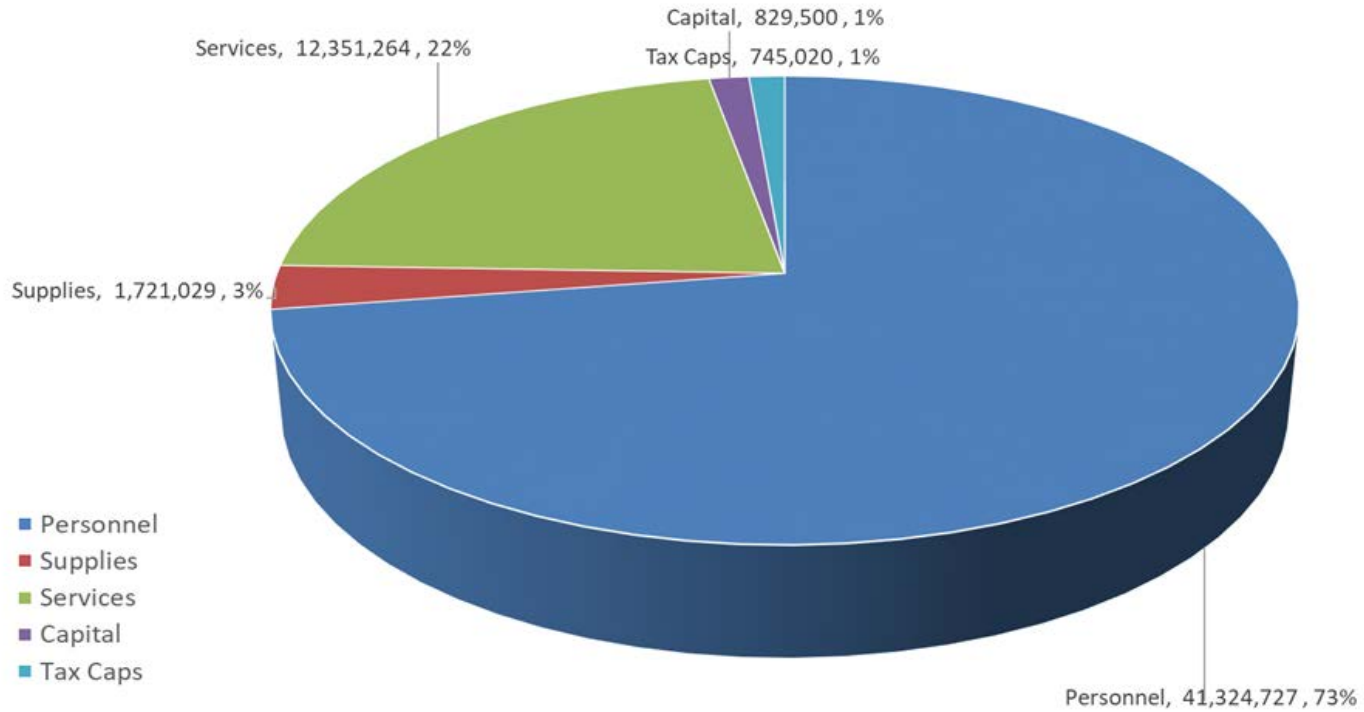
Capital, 2,048,580 , 4%

Administrative, 7,850,220 , 13%

Parks & Recreation, 9,723,349 , 16%



City of Bloomington
2021 Budget
City & Parks General Fund
Breakdown by Category



City of Bloomington	
Historic Levy Growth	
Year	Increase
2003	4.8%
2004	4.7%
2005	4.4%
2006	3.9%
2007	4.0%
2008	3.7%
2009	4.0%
2010	3.8%
2011	2.9%
2012	2.9%
2013	2.8%
2014	2.6%
2015	2.7%
2016	2.6%
2017	3.8%
2018	4.0%
2019	3.4%
2020	3.5%
2021	4.2%
2022	4.3%

	Actual 2020	Budget 2021	Budget 2022
Beginning Cash Balance at January 1	15,838,117	12,571,255	11,265,579
Revenue			
Property Tax	23,479,640	24,428,040	25,482,221
Local Option Income Tax	13,282,784	13,646,547	12,564,300
Miscellaneous Revenue	8,920,964	11,172,069	9,441,799
Total Revenue	45,683,388	49,246,656	47,488,320
Expenditures			
Actual/Budgeted Expenditures	44,960,736	48,552,332	49,901,809
Net Projected Expenditures	44,960,736	48,552,332	49,901,809
Revenues Minus Expenditures	722,652	694,324	(2,413,489)
Prior Year Encumbrances	3,989,514		
Rainy Day Transfer	-	2,000,000	
Projected Year End Balances	12,571,255	11,265,579	8,852,090
Rainy Day Fund Balance	4,881,167	2,881,167	2,918,667
Total All Balances	17,452,422	14,146,746	11,770,757
Reserve Percentage	38.8%	29.1%	23.6%

City of Bloomington 2022 Budget		Expenditure Budget Comparison - General Fund				
Department/Division	2021 Budget	2022 Budget	CARES	Total 2022 Budget	Dollar Change	Percent Change
Board of Public Safety	3,415	3,415		3,415	0	0.00%
CFRD - Community & Family Resources	869,073	859,087		859,087	(9,986)	-1.15%
Controller	2,003,866	2,186,579		2,186,579	182,713	9.12%
Economic & Sustainable Development	2,161,566	1,121,212		1,121,212	(1,040,354)	-48.13%
Engineering	1,300,057	1,417,792		1,417,792	117,735	
Fire	10,943,213	11,451,012		11,451,012	507,799	4.64%
Housing & Neighborhood Development	1,540,709	1,551,847		1,551,847	11,138	0.72%
Human Resources	746,822	882,706		882,706	135,884	18.19%
Informational & Technology Services	2,621,747	3,532,652	1,000,000	4,532,652	1,910,905	72.89%
Legal	1,211,753	1,239,003		1,239,003	27,250	2.25%
Mayor	984,460	1,026,527		1,026,527	42,067	4.27%
Planning	1,378,489	1,702,729		1,702,729	324,240	23.52%
Police	13,103,469	13,779,334		13,779,334	675,865	5.16%
Property Tax Cap's	745,020	520,590		520,590	(224,430)	-30.12%
Public Works - Animal Shelter	1,741,435	1,775,753		1,775,753	34,318	1.97%
Public Works - Facilities Maintenance	1,038,097	1,013,713		1,013,713	(24,384)	-2.35%
Public Works - Main	3,371,394	2,152,469		2,152,469	(1,218,925)	-36.15%
Public Works - Sanitation	1,619,146	1,619,146		1,619,146	0	0.00%
Sub-Total	47,383,731	47,835,566	1,000,000	48,835,566	1,451,835	3.06%
Clerk	291,994	378,823		378,823	86,829	29.74%
Council	876,607	687,420		687,420	(189,187)	-21.58%
Fund Totals	48,552,332	48,901,809	1,000,000	49,901,809	1,349,477	2.78%
Parks General Fund	Budget 2021			Budget 2022	\$ Change	% Change
Fund Totals	8,419,208	9,723,349		9,723,349	1,304,141	15.49%

City of Bloomington		Historic Cash Balance Projections												
	Fund #	Year												
		2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
General Fund	101	(1,547,626)	(675,532)	1,783,698	(320,718)	4,591,554	5,655,188	7,067,335	9,197,843	12,021,636	13,673,243	15,475,486	15,838,117	16,560,769
Rainy Day Fund	102	4,763,707	5,078,480	5,939,823	4,596,469	4,604,420	4,618,557	4,630,833	4,643,384	4,658,566	4,696,680	4,760,551	4,856,668	4,881,167
Reserve Percentage to Budget		10.9%	14.1%	25.0%	13.3%	27.9%	29.5%	32.8%	38.0%	43.5%	46.9%	48.5%	50.9%	38.8%
PS UT	151	0	0	0	0	0	0	0	0	0	657,122	2,812,283	3,413,375	3,998,863
Food & Beverage	152	0	0	0	0	0	0	0	0	0	0	2,031,074	4,749,444	5,912,562
Parks General Fund	200	(939,072)	676,661	521,315	(196,325)	(226,362)	56,358	258,617	643,201	955,595	1,286,364	1,322,579	1,051,960	1,777,548
Bloomington Investment Incentive	251	619,720	641,440	639,114	335,087	379,592	483,021	516,233		1,234	1	5	21,035	11,285
Jack Hopkins Social Service Fund	270	0	0	0	0	0	0	0	0	0	0	52,694	73,624	263,504
Police Education	350	95,467	113,861	121,012	133,243	160,005	163,835	182,399	191,349	81,595	181,325	158,947	120,564	117,697
Dispatch Training	356	66,078	66,735	84,361	90,405	97,795	96,604	93,697	87,823	81,595	76,503	73,304	70,194	64,222
Non-Reverting Telecommunications	401	1,477,699	1,486,680	1,150,581	1,308,560	1,565,952	1,678,390	1,714,676	956,654	684,909	773,220	810,983	716,951	728,919
Non-Reverting Improvement 1 (Westside)	405	138,296	161,196	260,567	300,913	280,963	260,005	114,676	397,589	247,390	0	103,000	206,000	209,000
Electronic Map Generation	409	17,510	17,731	12,807	7,262	8,076	8,965	9,679	10,222	8,072	6,800	5,855	6,047	6,200
Enhanced Access	410										5,754	5,969	6,254	6,394
Local Roads & Streets	450	190,675	80,480	364	286,832	(197,524)	90,026	177,102	211,417	158,651	395,174	978,511	1,341,729	1,273,932
Motor Vehicle Highway	451	1,086,453	910,961	34,350	255,538	1,262,781	1,221,535	978,783	655,575	1,096,348	1,164,365	2,064,150	2,075,390	616,983
Parking Facilities	452	250,232	754,933	1,006,580	816,722	462,293	1,133,164	1,606,811	1,835,623	2,241,769	2,313,703	1,509,844	1,123,169	615,570
Alternative Transportation	454	51,586	167,297	169,696	340,183	66,497	161,987	260,588	745,720	996,865	1,147,977	1,281,288	878,539	769,470
Parking Meter	455	0	0	0	0	0	0	258,491	989,527	1,608,382	2,263,482	3,000,059	4,269,020	3,853,424
BMFC Showers	508	46,781	69,585	66,039	66,730	47,431	28,871	28,746	27,981	28,521	0	0	0	0
Bicentennial Bonds	513	0	0	0	0	0	0	0	0	0	0	0	0	0
City GO Bonds	519	0	0	0	0	0	0	0	0	0	121,207	138,110	145,999	149,495
Parks GO Bonds	520	0	0	0	0	0	0	0	0	0	73,778	86,825	93,988	91,348
Cumulative Capital Development (Cig Tax)	600	99,749	19,218	20,135	18,221	49,475	83,323	307,720	419,036	198,537	79,521	14,680	86,136	103,004
Cumulative Capital Development	601	483,407	648,734	948,408	504,651	(17,702)	1,275,322	1,073,717	1,006,686	1,036,354	2,040,471	1,895,790	1,848,586	1,594,839
Vehicle Replacement Fund	610	0	2,708,841	910,081	542,361	351,565	195,940	163,648	250,579	347,720	669,413	606,616	649,443	766,582
Solid Waste	730	160,344	186,961	93,970	13,208	195,203	195,203	0	0	0	0	0	0	206
Risk Management	800	17,084	64,484	65,540	61,622	156,527	23,712	404,879	555,534	516,384	363,671	183,599	146,100	415,207
Fleet Maintenance	802	146,173	92,591	184,767	380,928	724,409	958,283	853,127	897,238	373,070	275,578	361,806	840,772	1,379,549
Police Pension	900	1,167,032	1,554,454	1,364,283	1,465,086	484,261	1,222,301	1,201,664	1,213,713	1,206,491	1,192,398	1,206,648	1,220,168	1,192,750
Fire Pension	901	1,396,206	2,017,362	1,727,329	1,720,600	547,562	1,421,525	1,248,216	1,311,192	1,475,745	1,464,601	1,525,148	1,533,815	1,515,208
Housing Trust Fund	905	0	0	0	0	0	0	0	0	0	1,411,848	1,294,160	1,131,349	1,494,161
Total		9,787,501	16,843,153	17,104,820	12,727,578	15,594,773	21,032,115	23,151,637	26,247,886	30,025,429	36,334,199	43,759,964	48,513,937	50,369,858

Fire Department:

Fire Department - 10 Year P5 LT Capital Plan												Future	Grand Total
Item	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Projects		
100 Ft Aerial Platform (T1)					1,700,000							1,700,000	
75-100 Ft Aerial Ladder (L1)							1,575,000					1,575,000	
Automatic External Defibrillators						88,000						88,000	
Add New Engine 2 (After Station 2 Remodel)		600,000										600,000	
Add New Engine 6 (With Station 6)											600,000	600,000	
Add New Engine 7 (With Station 7)											600,000	600,000	
Brush Truck	150,000											150,000	
Confined Space Rescue Truck	100,000											100,000	
Engine/Pumper (E1)								790,000				790,000	
Engine/Pumper (E3)						730,000						730,000	
Engine/Pumper (E4)				670,000								670,000	
Engine/Pumper (E5)			650,000									650,000	
Fire Fighting Gear	10,500	175,000	190,000	12,200	12,800	13,400	14,100	14,900	200,000	210,000		852,900	
Medium Rescue Truck (R2)		450,000										450,000	
Full Sized Pick-Up (SQ1)								78,000				78,000	
Full Sized Pick-Up (P3)						68,000						68,000	
Full Sized Pick-Up (CH1)						68,000						68,000	
Full Sized Pick-Up (SUPP1)						68,000						68,000	
Full Sized SUV (B1)			62,000							81,588		143,588	
Full Sized SUV (B2)				64,000								64,000	
Full Sized SUV (CH2)			62,000							81,588		143,588	
Full Sized SUV (P2)				64,000								64,000	
Full Sized SUV (P1)							72,000					72,000	
Fire Gear Washer		40,000						60,000				100,000	
New Fire Station (6, Southeast)											5,500,000	5,500,000	
New Fire Station (7, Southwest)											6,000,000	6,000,000	
Physical Fitness Equipment			75,000					86,946				161,946	
Radios / Radio Equipment	250,000	250,000				620,000						1,120,000	
Relocate Station 3-IU*											5,500,000	5,500,000	
Hybrid Sedan (Pool)								50,000				50,000	
Self Contained Breathing Apparatus/Compressor				850,000								850,000	
ITS Capital Replacement	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000		100,000	
Engineering Project	50,000											50,000	
Station 1 Repairs (urgent)	300,000										450,000	750,000	
Station 1 Repairs (projected)											3,750,000	3,750,000	
Station 2 Repairs (urgent)	300,000										400,000	700,000	
Station 2 Repairs (projected)											815,000	815,000	
Station 2 Addition											500,000	500,000	
Station 3 Repairs (urgent)											330,000	330,000	
Station 4 Repairs (urgent)											640,000	640,000	
Station 4 Replacement											5,500,000	5,500,000	
Station 5 Repairs (urgent)											400,000	400,000	
Station 5 Replacement											5,500,000	5,500,000	
Storage/Training Facility											1,500,000	1,500,000	
Training Tower											1,250,000	1,250,000	
Total - Fire	1,170,500	1,525,000	1,049,000	1,670,200	1,722,800	1,665,400	1,671,100	1,089,846	210,000	383,176	39,235,000	51,392,021	

Police Department:

Police Department - 10Year PS UT Capital Plan											Future	
Item	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Projects	Grand Total
Hand Guns	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000		100,000
Rifles	4,500	4,500	4,000	3,000	3,000	7,500	3,500	3,500	3,500	3,500		40,500
Less Lethal Rounds (Ex: Bean Bags/Sponge)	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000		60,000
Radios	60,000	60,000	60,000	60,000	60,000	60,000	65,000	65,000	65,000	65,000		620,000
Exterior Security Cameras	0	0	0	0	0	0	0	25,000	0	0		25,000
Body Worn Cameras	325,000	75,000	75,000	325,000	75,000	75,000	350,000	75,000	75,000	375,000		1,825,000
Automatic External Defibrillators	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		45,000
Safety Equipment	25,000	0	0	0	0	25,000	0	0	0	0		50,000
K9 (Dog and Equipment minus vehicle)	15,000	0	0	20,000	0	0	20,000	0	0	20,000		75,000
Patrol Body Armor	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000		130,000
Critical Incident Response Team Body Amor	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000		120,000
Air Purifying Respirators / Gas Masks	0	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000		63,000
Vehides - Patrol & Administration	625,000	625,000	625,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000		6,425,000
Alternative Transportation (Electric, ATV, Motorcycle)	0	0	0	0	0	15,000	0	0	0	0		15,000
Large Evidence Storage/Training/Range Complex	0	200,000	0	0	0	0	0	0	0	0		200,000
Training Simulator	75,000	0	0	0	0	0	0	0	0	0		75,000
IT Equipment Replacements	169,250	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000		
Headquarters Replacement	0	0	0	0	0	0	0	0	0	0	6,500,000	6,500,000
Total - Police	1,339,750	1,142,500	942,000	1,236,000	966,000	1,010,500	1,266,500	996,500	971,500	1,291,500	6,500,000	17,662,750
Grand Total - Police & Fire	2,510,250	2,667,500	1,991,000	2,906,200	2,688,800	2,675,900	2,937,600	2,086,346	1,181,500	1,674,676	45,735,000	69,054,771

City of Bloomington

Annual Capital Replacement Plans:

Fund	Department	Transaction	Amount	Fund Total
General Fund	Public Works	Capital and land acquisition costs	135,000	
		Transfer to Vehicle Replacement Fund (610)	202,500	
	Engineering	Project Coordination Opportunities and Change Orders	324,360	
		Facilities Maintenance	City Hall capital HVAC equipment & controls replacement	100,000
	ITS	Council Chambers & Meeting Room Equipment	50,000	
		Security Camera System Storage	40,000	
		HVAC / Power Improvements to Trades DataCenter	170,000	
		Storage/Virtual Server Nutanix phase 2	390,000	
		Network Wired/Wireless Update	340,720	1,752,580
			Roller	10,000
Parks General Fund.	Parks & Recreation	Tractor with front bucket to replace the 1980 one	36,000	
		Cargo Van to replace 827	40,000	
		Bollards	35,000	
		Futsal Court (pitch) at Building and Trades	48,000	
		Park Ridge East tennis court and basketball court repair	42,000	
		Riding Mower	13,000	
		Re-asphalting of all interior roadways of Rose Hill Cemetery	120,000	344,000
			[fac] Misc - Server Room Improvements and Contingency	10,000
Telecom	Telecom	[cap] Capital Replacement CoB PC/Laptops/Scanners/Printers	154,968	
			15,000	179,968
LRS	Street	Alley/Pavement Maintenance Projects	350,000	350,000
MV/H	Street	2022 Bush hog	65,000	65,000
Alternative Transportation	Common Council	City Council Sidewalk Committee	336,000	336,000
Parking Meter	Parking	Repair Kirkwood Intersections (Lincoln, Washington, Dunn)	127,230	127,230
MV/H Restricted	Street	2022 Community Crossing Matching Grant 50/50	75,000	75,000
Cumulative Capital Development	Public Works	2022 Community Crossing Matching Grant Funds	125,000	
		Pavement Marking Contract	150,000	
		CE & CN - Downtown Curb Ramps Phase 3	120,000	
		CN - Misc. ADA and Safety Crosswalk Enhancement Phase 1	100,000	
		PE - Misc. ADA and Safety Crosswalk Enhancement Phase 2	100,000	595,000
		Vehicle Replacement Fund	600,000	600,000
		Fleet Maintenance	180,000	
		Additional lubrication pallet	25,000	
		Heavy duty vehicle lifts (portable lifts)	18,000	
		Shop for lift and crane	140,000	
PS LIT	Dispatch	Vacuum and tire pressure island air stations	22,000	
		Vehicle alignment machine	25,000	410,000
		Small Equipment	10,000.00	
		Headsets and Wireless Link Components	5,000.00	
		Portable radio replacement for used during outages	15,600.00	
		TDMA software upgrade	3,000.00	
		VESTA command stations for remote call-taking	64,000.00	97,600
		Backhoe - replaces 885	100,000	
		Hustler mower	19,500	
		Mini Skidsteer	50,000	
ARPA	Parks & Recreation	1-ton Dump Truck (replaces 873-Cemeteries)	50,000	
		1-ton Utility pick-up (replaces 836)	65,000	
		2-ton Dump Truck (replaces 845)	75,000	
		Ford Transit Cargo Van w/ interior storage (replaces 817)	33,000	392,500
	Street	2022 Bush hog	75,000	
		2022 Loader	180,000	
		2022 Tandem Dump Truck w/ galvanized bed	150,000	
		2022 Tree Trimming Boom Truck	195,000	600,000
		Engineering	Greenways	550,000
	ITS	Network Wired/Wireless Update	500,000	500,000
Grand Total			6,974,878	6,974,878



2022



CITY BUDGET

COMPENSATION & BENEFITS

Caroline Shaw

Background

- Salary survey completed in 2017 and 2018
- \$15 per hour minimum wage for Regular employees
- Living wage minimum for temporary employees

Compensation Overview

Our budget includes the following increases to base pay:

- 2.75% for Civil City and elected officials
- Contractual increases for AFSCME (2.5%), Police (2.9%) and Fire (2%)
- Common Law (temporary) employees will receive no less than the living wage (\$14.01 per hour)

Budget Highlights

Category 1 – Personnel

- **Line 121** Federal Insurance Contributions Act (FICA) tax remains at 7.65% of compensation for fiscal year (FY) 2022
- **Line 122** Public Employees Retirement Fund (PERF) contribution for non-public safety employees is 14.2% and is 21.5% for sworn public safety employees

Benefits-Medical Insurance

- The City of Bloomington has been a member of the AIM, formerly IACT, Medical Trust, since January 1, 2011.
- In 2010, there were 4 charter member municipalities of the Medical Trust.
 - It now has 48 member cities and towns.
- 2022 medical insurance renewal rate increase from our insurer, AIM, is projected to be 0%.
- **Line 123 - Health Insurance Trust (HIT):** Contribution for all benefit-eligible employees remains at \$14,274.

Annual Renewals Compared to Medical Trend

YEAR	CITY	TREND	PREMIUM SAVINGS
------	------	-------	-----------------

2012	14.2%	12.0%	-\$145,982
------	-------	-------	------------

2013	5.0%	12.0%	\$366,947
------	------	-------	-----------

2014	2.9%	12.0%	\$1,135,042
------	------	-------	-------------

2015	1.5%	10.5%	\$1,991,093
------	------	-------	-------------

2016	5.0%	10.5%	\$2,657,222
------	------	-------	-------------

2017	0.8%	10.5%	\$3,782,632
------	------	-------	-------------

2018	5.1%	10.5%	\$4,654,771
------	------	-------	-------------

2019	16.1%	10.5%	\$4,625,848
------	-------	-------	-------------

2020	2.2%	10.5%	\$6,032,680
------	------	-------	-------------

2021	8.6%	10.5%	\$7,790,007
------	------	-------	-------------

Total Premium Savings:
\$32,890,260

COVID-19 Employee Support

- FFCRA- emergency paid leave and expanded FML
- Health Insurance Premium Holiday (AIM Medical Trust)
- Additional day of benefit time
- Additional mental health resources
- Vaccine Wellness Incentive
- Masks

Benefits-Dental and Vision Insurance

- The dental plan remains self-funded and administered through a third-party administrator and network.
- The vision plan remains fully insured through a third-party administrator and network.
- No rate increases for vision and dental insurance.
- No substantive plan changes are anticipated in either plan for 2022.

Benefits-Others

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

Benefits-Others

- Life Assistance Program (LAP)
- Health Club Membership & Massage Therapy Reimbursement
- Bike Commuter Program
- Flu Shots
- Biometric Screenings

Sample Compensation & Benefits Statement

INSURANCE & WELLNESS	\$ 14,275.00
Medical, Dental, Vision	
Life/LT Disability Insurance and EAP Services	
Wellness Benefits	
Gym and Massage Reimbursement	
Bicycle Commuter Voucher	
Health Savings Account Contribution	
PERF	\$ 7,100.00
3% Annuity	
11.2% Defined Benefit Contribution	
PAID TIME OFF	\$ 7,115.38
Based on 1-5 years of City employment	
Twelve Paid Holidays per year	

SubTotal Benefits	\$ 28,490.38
Your Salary	\$ 50,000.00
% of salary	56.98%
Salary Plus Benefits	<u>\$ 78,490.38</u>
NON-DISCRETIONARY BENEFITS	
	\$ 3,825.00
Social Security	
Medicare	
Total benefit % of salary	65%
Total Value	
Salary Plus Benefits	<u>\$ 82,315.38</u>

Conclusion

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

I am happy to answer any questions.



2022



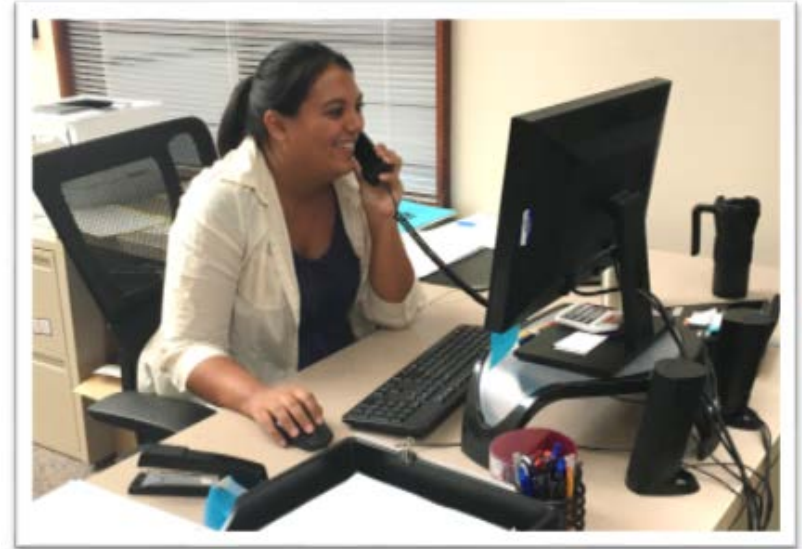
CITY BUDGET

HUMAN RESOURCES

Caroline Shaw

Why We Exist

By utilizing innovative, best practices in human resources management, 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

- 6.6 FTEs
- Major initiatives include:
 - COVID mitigation efforts, COCG, FFCRA, vaccine benefit
 - Implicit bias training, anti-racism training
 - Reducing paper, incentives
 - Internship program
 - Training and support for supervisors
 - Union contracts with Fire in 2020



2021 Budget Goals Update

Staffing

- Communicable disease plan
- Organizational assessments
- Qualified applicant diversity

Compliance

- Document inventory to prepare for an electronic document management system
- FMLA and ADA training

Employee Relations

- Payroll FAQs and templates and tools for supervisor
- Implicit Bias training

Compensation, Benefits, and Employee Development

- Outcome-based wellness plan
- Review benefits
- Survey on process improvements (benefit enrollment)

2022 Budget Goals

Staffing

Activity Description: Oversee the hiring process, work with supervisors to update job descriptions, post those vacancies on the City website, collect applications, and review the hiring manager's process for fairness. Communicate with new hires and conduct orientation. Consult with department heads on staffing concerns. Provide support to the job evaluation committee.

- Implement and maintain strategies to increase the diversity and total number of qualified applicants for position vacancies.
- Complete the final phase (Parks Department) of the organizational assessment by the end of Q3.



2022 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.

- Train at least 75% of managers in the hiring process and Family Medical Leave Act (FMLA)/American Disabilities Act (ADA).
- Require a 45-minute diversity and inclusion training and a preventing sexual harassment training for all supervisors.
- All Human Resources staff will participate in employment law and/or compliance training by the end of Q4.



2022 Budget Goals

Employee Relations

Activity Description: Investigate complaints or incidents of policy violation(s), review disciplinary actions, and coach managers on how to respond to poor performance and/or policy violations. Address employee complaints and grievances from union and non-union staff, including contract negotiations and application of provisions in those agreements. Implement strategies to improve employee engagement, including coaching supervisors on their management practices. Develop, interpret, and apply personnel policies. Communicate these policies to employees and ensure internal processes align with policy. Require harassment prevention training online or in person for all new hires.



2022 Budget Goals

Employee Relations (continued)

- Successfully negotiate, along with other members of the City's negotiation team, a collective bargaining agreement with AFSCME by the end of Q4.
- Successfully negotiate, along with other members of the City's negotiation team, a collective bargaining agreement with Fraternal Order of Police by the end of Q4.
- Take necessary steps to improve department head satisfaction with the department as measured by an internal departments satisfaction survey by the end of Q4.



2022 Budget Goals

Compensation, Benefits, and Employee Development

Activity Description: Provide a competitive compensation package. Administer benefits and other services to the employee's satisfaction to the best of our abilities. Coordinate employee development opportunities and the City's performance management system (Goals and Growth conversations).

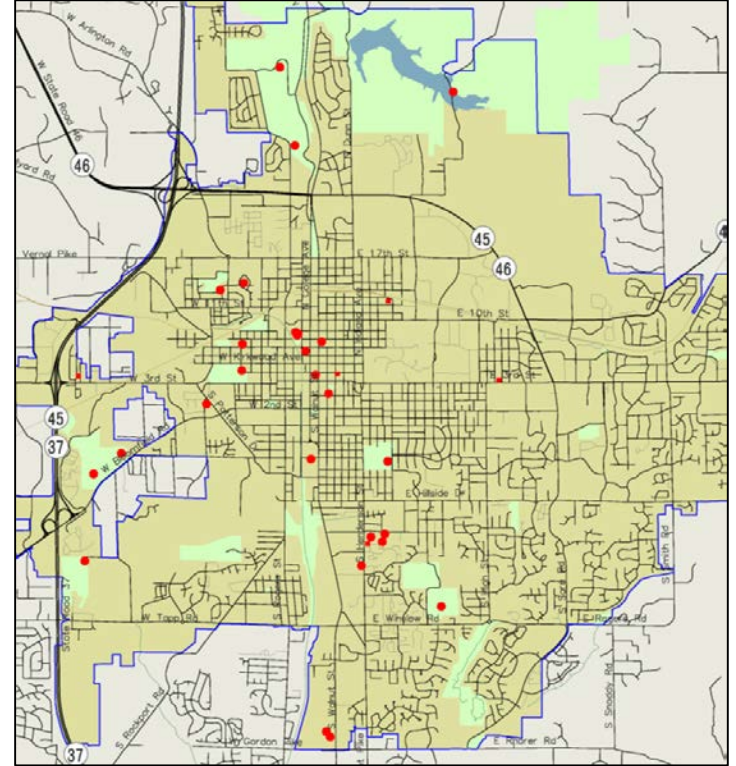
- Research options for a potential merit pay process in 2023.
- Purchase a platform for managing an outcomes-based employee wellness plan by Q4.
- Issue a Request for Proposals (RFP) for a City employee health clinic by end of Q1.



2022 Budget Goals

Compensation, Benefits, and Employee Development (continued)

- Review employee benefits by Q2 to ensure the benefits package has the best balance between cost, quality of coverage, and customer service.
- Implement an electronic form or other electronic solution to make changes to benefits or benefit elections.
- Develop and implement paid family leave by the end of Q4
- By Q4, plan and otherwise prepare for a classification study to be completed in 2023 to ensure Civil City positions are properly classified by pay grade and FLSA classification. (This will allow for regular salary surveys to begin in 2024).



2022 Budget Goals

Compensation, Benefits, and Employee Development (continued)

- Administer COVID-19 bonus pay of \$500 for Regular Full Time and \$300 for Regular Part Time employees in accordance with Phase 3 of the Mayor's Recover Forward initiative.
 - Approximately 35% of our employees qualify for ARPA-funded (\$175,000) premium pay bonuses for essential critical infrastructure workers.
 - 65% of bonuses will be funded by ARPA revenue replacement (\$325,000).

Budget Highlights

2022 Budget Proposal Highlights

The Human Resource Department's general fund budget request is \$882,706. This is an overall increase of \$108,030, or 14%. Listed below are some highlights of significance.

Category 1 – Personnel request is \$743,584. This represents an increase of \$96,030 or 15% over the prior year and reflects the estimated cost of implementing paid family medical leave in 2022 (\$85,000) and a 2.75% cost of living increase for all regular full-time and part-time employees.

Category 2 – Supplies request is \$2,360 and represents no change over the prior year.

Category 3 – Other Services request is \$136,762 and represents an increase of \$12,000 or 10% over the prior year, and represents the annual licensing cost of employee training software for all employees.

Category 4 – Capital Outlays request is \$0.

Human Resources Budget Summary

Summary Budget Allocation	2019 Actual	2020 Actual	2021 Budget \$	2022 Budget \$	Change (\$)	Change (%)
100 - Personnel Services	573,735	626,125	647,554	743,584	96,030	15%
200 - Supplies	2,650	1,666	2,360	2,360	0	0%
300 - Other Services	85,860	152,060	124,762	136,762	12,000	10%
400 - Capital Outlays	-	-	-	-	0	0%
Total	662,245	779,852	774,676	882,706	108,030	14%

Human Resources ARPA Funds Summary

ARPA Budget Allocation	2021 Budget \$	2022 Budget \$	Staffing (FTE)	Population Served
100 - Personnel Services	0	500,000		
200 - Supplies	0	0		
300 - Other Services	0	0		
400 - Capital Outlays	0	0		
Total	0	500,000		

Conclusion

The 2022 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 2022 budget request.

I would be happy to answer any questions.



2022



CITY BUDGET

LEGAL DEPARTMENT

Philippa Guthrie

Why We Exist

The Legal Department serves the City's legal needs, which range from municipal code drafting and enforcement, to solving residents' issues, real estate and tax issues, statutory interpretation, risk, human rights, litigation, and general advice to the Mayor and City departments on a broad variety of municipal, state and federal law issues. The Legal Department saves the City the costs of outside counsel for all but the most complex matters, assuring that the City obtains the legal assistance it needs to minimize risk for the City and its residents and achieve its goals.



Background

- 13 full-time equivalent employees (FTEs)
 - 8 Lawyers (1 is also the Human Rights Director)
 - 1 Risk Manager
 - 1 Director of Safety and Training
 - 3 Paralegal/Administrative Assistants
- Includes 3 divisions: Legal, Risk, Human Rights
- Major initiatives include:
 - Annexation
 - Advice on ongoing major redevelopment projects
 - Advice on COVID management and recovery and associated federal funding
 - Reducing risks related to City operations
 - Supporting the City's goals for sustainability/climate action, and equity and inclusion

2021 Budget Goals Update

Legal Counsel

- Take any necessary steps to improve client satisfaction as measured by a survey through Human Resources by end of Q4.
- Spend up to 900 hours collectively advising 118 board and commission members, including Council, through end of Q4.



2021 Budget Goals Update

Legal and Policy Documents

✓ Assist with rewrite of Utilities Policies, Procedures and Standards of Service by end of Q4.

➤ Enter into database of City-owned property all deeds from files destroyed in 2018 under document retention and destruction policy by end of Q4.

➤ Negotiate, review, draft, revise and bring to execution up to 730 contracts by end of Q4.

➤ Draft up to 225 ordinances and resolutions for boards and commissions, including Council, by end of Q4.

➤ Input legal documents into the document management system with goal of completion by end of Q4.



2021 Budget Goals Update

Litigation

- Input litigation documents into new document management system for purpose of litigation tracking with goal of completion by end of Q4.



2021 Budget Goals Update

Human Rights

✓ Increase the BHRC's social media presence by establishing a Facebook page by end of Q4.

- Respond to and investigate any and all human rights complaints received.
- Generate and publicize annual hate incident report by end of Q4.
- Ensure all board and commission members have submitted ethics and conflicts forms and review all forms by end of Q4.
- Review any and all employee conflict forms submitted within 60 days.



2021 Budget Goals Update

Risk

- Provide training on risk prevention, with an average of 4 risk training sessions per month and an average of 5 safety audits per week, through end of Q4.
- Reduce OSHA recordable injuries by 10% by end of Q4.
- Reduce workers' compensation costs by 10% by end of Q4.
- Reduce insurance claims by 5% (internal denials and management) in order to reduce the premium modifier by end of Q4.



2022 Budget Goals

Legal Counsel

Provide legal research, legal interpretation and information, and provision of general legal advice on all aspects of City business to the Mayor's Office, City departments, and boards and commissions. Improve provision of legal services based on City department responses to internal customer survey.

- Achieve new Collective Bargaining Agreements with the Police (FOP) and AFSCME unions by end of Q4.
- Advise 118 board and commission members, including Council, through end of Q4. (projected to be up to 900 hours of staff time).



2022 Budget Goals

Legal Counsel (continued)

- Take any necessary steps to improve client satisfaction as measured by a survey through Human Resources by end of Q4.
- Create a template for training Board and Commission members on their roles and responsibilities.

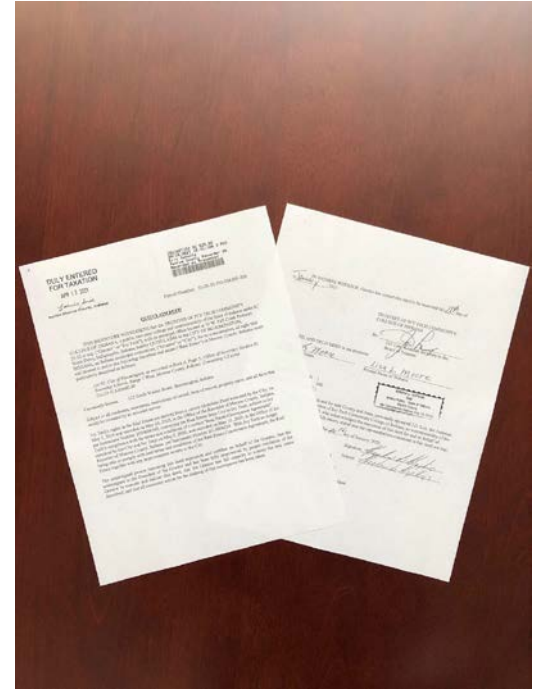


2022 Budget Goals

Legal and Policy Documents

Draft, review, edit and revise legal and City policy documents related to all aspects of City business, including but not limited to ordinances, agreements and contracts, leases, deeds, legal memos, briefs and court filings, official City policies and correspondence.

- Enter into database of City-owned property all deeds from paper files destroyed in 2018 under document retention and destruction policy by end of Q4.
- Negotiate, review, draft, revise and bring to execution all contracts needed by City departments (projected to be up to 730 contracts by end of Q4).



2022 Budget Goals

Legal and Policy Documents (continued)

- Draft ordinances and resolutions for boards and commissions, including Council, by end of Q4 (projected to be up to 225 ordinances and resolutions).
- Input legal documents into the document management system with goal of completion by end of Q4.



2022 Budget Goals

Litigation

Achieve best legal results possible for the City when it is sued or when the City must initiate legal action.

- Input litigation documents and data into new document management system for purpose of litigation tracking with goal of completion by end of Q4.
- Manage litigation in-house wherever possible and achieve best possible outcomes.
- Assist and/or manage outside counsel handling litigation on City's behalf.



2022 Budget Goals

Human Rights

Ensure that the City is compliant with Civil Rights laws and regulations that protect our residents. Maintain the highest ethics in conducting City business.

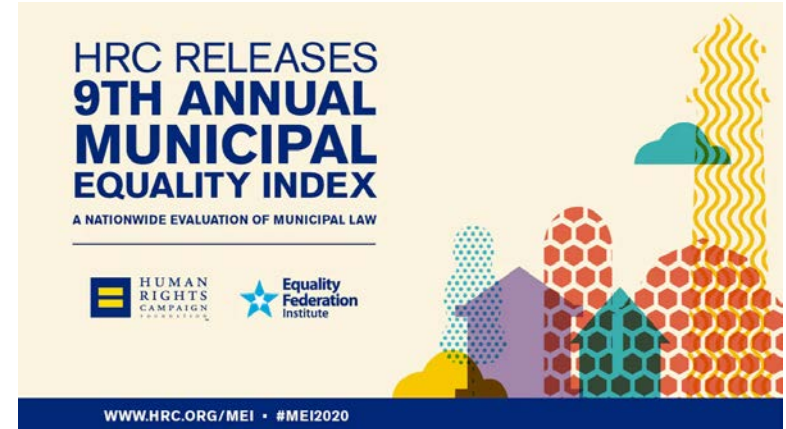
- Respond to and investigate all human rights complaints received that fall within BHRC's jurisdiction.
- Generate annual hate incident report by end of Q4 and publicize report by end of January 2023.



2022 Budget Goals

Human Rights (continued)

- Ensure all covered board and commission members have submitted responses to conflicts questionnaires or disclosure forms and review all such documents by end of Q4.
- Review all employee conflict forms submitted within 30 days.
- With Human Resources, update personnel manual.
- Maintain high rating in annual Municipal Equality Index.



2022 Budget Goals

Risk

Reduce the City's financial and physical risks as much as possible through responsible stewardship of insurance, provision of training, implementation of prevention measures, and providing professional assistance when incidents occur.

- Continue onboarding new Third Party Administrator (TPA) for workers compensation, and possibly onboarding new insurance companies after program review.
- Provide training on risk prevention, with an average of 4 risk training sessions per month and an average of 5 safety audits per week, through end of Q4.



2022 Budget Goals

Risk (continued)

- Investigate and manage incidents and follow-up in order to prevent future incidents and control workers' compensation and insurance costs. Specific activities include providing OSHA 10-hour training for supervisors, conducting noise surveys, developing job hazard assessments, implementing training for preventable incidents, and developing a process for "5 why" investigations. These activities will help:
 - Reduce OSHA recordable injuries by 5% by end of Q4.
 - Reduce workers' compensation costs by 5% by end of Q4.
- Reduce insurance claims by 3% (internal denials/mgmt) to reduce the premium modifier by end of Q4.



Budget Highlights

The Legal Department's budget request is \$2,119,596, an increase of \$32,093 or 2%. The increase is almost entirely in the Personnel Services category.

Legal Department Budget Summary

Summary Budget Allocation	2019 Actual	2020 Actual	2021 Budget \$	2022 Budget \$	Change (\$)	Change (%)
100 - Personnel Services	1,085,377	1,243,928	1,272,998	1,305,100	32,102	3%
200 - Supplies	56,968	46,976	60,000	60,367	367	1%
300 - Other Services	447,582	838,839	754,485	754,109	(376)	-0.05%
400 - Capital Outlays	-	-	-	-	-	0%
Total	1,589,928	2,129,743	2,087,482	2,119,576	32,093	2%

Conclusion

The 2022 Legal Department's budget request reflects increases that align with the stated goals of providing the City and its boards and commissions with excellent, cost-effective legal advice that minimizes the risks for the City's employees and residents, and supports the City's goals for sustainability/climate action, and equity and inclusion.

Thank you for your consideration of the Legal Department 2022 budget request.

I would be happy to answer any questions.



2022



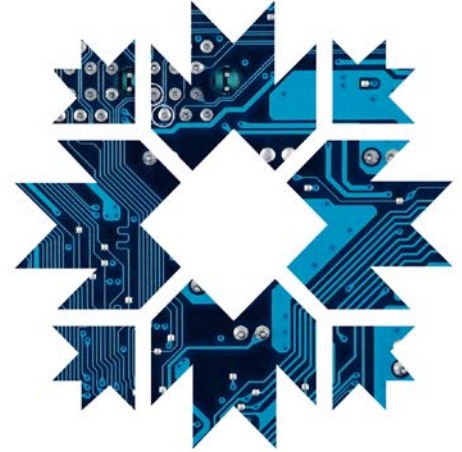
CITY BUDGET

Information Technology Services

Rick Dietz

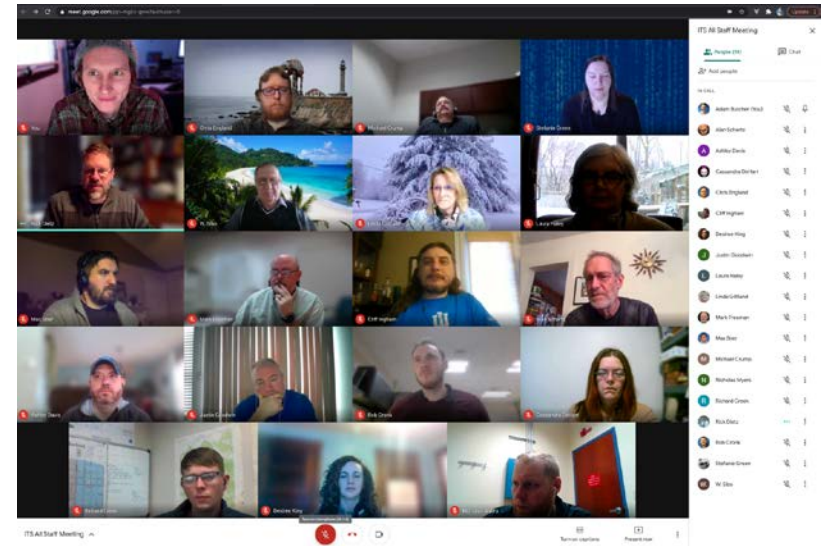
Why We Exist

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 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
- Major initiatives
 - Infrastructure investment: Enterprise wide network upgrade, WiFi upgrade, Phone system upgrade
 - Digital Equity - Public WiFi in parks & others facilities, Digital equity Grants
 - Preserving Telecom Fund



2021 Budget Goals Update

Administration

✓ Implement at least 1 Digital Equity Strategic Plan recommendation to improve broadband access to vulnerable populations.

➤ Maintain at least a 4.5 out of 5 satisfaction rating on the ITS annual internal customer service satisfaction surveys (2020 end-of-year survey was a 4.36 rating).

➤ Administer and award Digital Equity Grants under Recover Forward using best practices for data and reporting.

✓ Complete annual review of ITS Service Level Agreements (SLAs) to provide high-quality service to ITS customers.

➤ Update the ITS contingency and disaster recovery (DR) planning process, including creating disaster recovery plans for each ITS team (Applications and Operations) and performing DR table-top exercises twice annually.

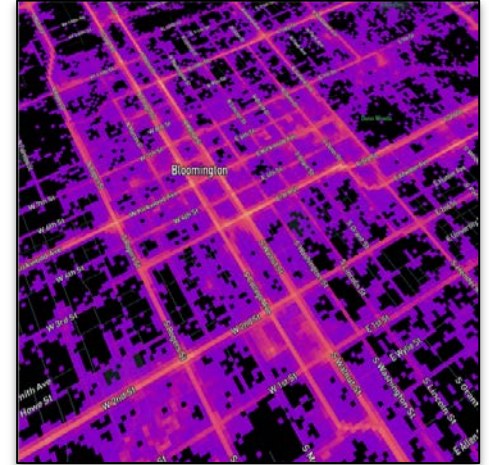
➤ Update and modernize the City's cell phone policy to provide clarity to staff on eligibility and security requirements, device options and support.



2021 Budget Goals Update

Program Evaluation and Project Management

- Select and implement a best practice portfolio, program, and project management framework for City technology projects.
- Conduct a multi-day project management training for up to 8 staff members including the ITS management team.
- ✓ Update 10-year capital replacement plan by Q2 for inclusion in 2022 budget.
- Configure IT Service Management (ITSM) processes in ManageEngine Helpdesk System including Change Management, Incident Response & After-action Reviews, and Release Management workflows.
- Conduct ITS annual customer Satisfaction Survey with response rate of at least 125 submissions.



2021 Budget Goals Update

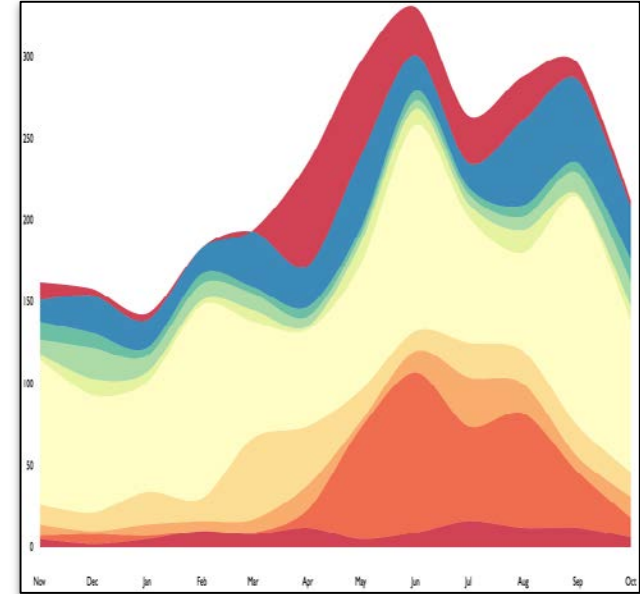
Information, Data & Media Services

- Serve an average of 65,000 unique users, 150,000 sessions, and 12,000,000 page hits per month on the City website. Maintain a bounce rate below 60%.
- Publish 225 datasets, including 70 geospatial datasets, on the B-Clear Open Data Portal by the end of Q4. **61 geospatial data sets and a total of 219 total.**
- Deploy 5 internal and 3 public-facing geospatial applications (including 4 mobile data collection apps) using the ArcGIS platform. **To date 6 internal apps and 2 public facing apps so far in 2021.**
- ✓ Deploy visualization platform and dashboard platform atop Data Warehouse to improve City transparency and performance evaluation.
- Onboard at least 1 additional unoccupied aerial vehicle (UAV) pilot from ITS and 1 from outside of ITS to back up ITS UAV operations and to expand UAV data collection capability.

2021 Budget Goals Update

Enterprise Software and Systems Integration

- Maintain at least a 4.5 out of 5 satisfaction rating on internal customer service surveys.
- Update inventory of City applications in order to analyze application relationships and business processes to determine areas of consolidation and efficiency.
- Implement at least 2 new priority workflows in enterprise Document Management System.
- Implement common web design framework and visual look and feel across external and internal applications, such as City Website, Periodic, uReport, MyBloomington, onBoard, eGov, etc.
- Create a comprehensive training plan for major software applications.
- Implement a file sharing system for large file exchange.



2021 Budget Goals Update

End-User Services & Technology Support

- Maintain at least a 4.7 out of 5 service rating on Helpdesk internal customer service surveys. **4.8 out of 5 since the first of the year.**
- Conduct annual internal survey on IT training needs by end of Q2: to assess customer needs and satisfaction and to guide training strategy.
- ✓ Complete deployment of ManageEngine IT Service Management (ITSM) system by end of Q4.
- Organize and execute the annual capital replacement of approximately 25% of City desktop inventory TBD (85 desktop PCs, 27 laptops, 11 MDTs, 62 monitors, 56 UPS units and 8 printers and peripherals within ITS Budget).
- Instruct 12 in-person or remote instructor-led classes on word processing and spreadsheets and other office applications. **6 hybrid meeting trainings and 4 new phishing trainings.**
- Achieve industry standard target of 4.2% or below phish-prone percentage. **Currently 4.3%**



2021 Budget Goals Update

Information Systems Infrastructure

- Deploy updated wired and wireless network equipment for City facilities to replace outdated hardware, upgrade network capabilities and improve security.
- Ensure 99.5% uptime of city network and 99.5% uptime of external internet connectivity, excluding scheduled downtime for upgrades. **99.999% and 100%.**
- Expand storage and virtual server infrastructure by two additional nodes to maintain system redundancy and accommodate current and future storage needs.
- Ensure 99.9% uptime of core storage, computer, backup, and restoration services. All had **99.9% or higher uptime.**
- Improve remote connectivity at the City by improving network speeds and developing connectivity plans for remote City facilities.
- Conduct needs assessment and identify options to implement dual-factor authentication to improve the City's cybersecurity posture.



2022 Budget Imperatives

Main Imperatives in the 2022 ITS Budget

- **Protect and preserve the basic functions of government**
 - IT Infrastructure is critical for City operations. It's easy to take for granted, but we can't.
 - Finances are a challenge for any capital-intensive program.
- **Plan your work and work your plan**
 - *City Strategic Plan, ITS Organizational Review, Strategic Plan, Capital Plan, Digital Equity Strategic Plan.*
 - Major infrastructure investments are needed in the City's network, phone systems, storage, etc.
- **Equity and Inclusion:** Extend the promise of modern technology to all
 - Build on the Digital Equity Strategic Plan with grants, WiFi and other strategic initiatives.
- **Cyber Security:** Efforts include network upgrade, new monitoring systems, more staff education.
- **Sustainability:** Double down on process improvements to reduce paper processes, scan documents, and improve IT purchasing.

Now on to our 2022 Goals...

2022 Budget Goals

Administration

Lead, plan and administer the information and communication technology function of City government. Maintain and manage the ITS office in keeping with City policy and best practices. Support governance bodies that inform ITS and City operations. Mobilize internal and external resources (staff, contractors, regular budget, contingency funds, grants, etc.) as needed to support ITS goals.

- Maintain at least a 4.5 out of 5 satisfaction rating (from at least 150 respondents) on the ITS annual internal customer service satisfaction surveys (2020 end-of-year survey was a 4.34 rating).
- Implement at least 1 Digital Equity Strategic Plan recommendation to improve broadband access to vulnerable populations.
- Administer, award and monitor 2022 Digital Equity Grants to support local organizations bridging the digital divide.
- Update the ITS Disaster Recovery Plan (DRP Project Summary, Organizational Impact Analysis, DR Project Roadmap, and DR Incident Response Plans) and conduct annual DRP test.
- Conduct Leadership Security Culture Survey in Q1, compare with 2021, present results and propose recommendations to improve City security.
- Establish a comprehensive IT product & services catalog and create a purchasing process map for departments and staff to streamline the purchasing process.

2022 Budget Goals

Innovation, Process Improvement & Data Services

Promote innovation and experimentation in city government, develop new and improved processes to enhance ITS and City performance. Oversee City data program to expand data-driven processes within City operations. Assemble, analyze, and publish government information and data with the public and internal customers through the City's data portal, performance dashboards, and other digital services.

- Evaluate vendors to develop a Smart City Strategic plan. Conduct assessment to determine future “smart city” initiatives including the application of wireless internet, sensors, data analytics, and AI to City operational challenges.
- Evaluate, improve and digitize the hiring process (where possible) in partnership with Human Resources, Parks and Recreation, and other departments.
- Evaluate vendors to conduct needs analysis and planning process on City video services needs. Evaluate needs in light of City budget constraints, changing City video needs, CATS 2010 Strategic Plan, and changing technology.
- Complete open data portal migration to the Socrata platform by Q4.
- Develop and deploy at least 3 Socrata Performance Dashboards/Data Stories in 2022 which may include a general City performance dashboard, an ITS performance dashboard, an innovation stories dashboard, and others.

2022 Budget Goals

Applications Support

Evaluate, select, configure, deploy, operate and maintain the City's portfolio software applications, digital services and database systems for individual, workgroup, departmental and enterprise-scale use, including commercial, open-source, free and internally- developed software for local and cloud environments.

- Maintain at least a 4.5 out of 5 satisfaction rating on internal customer service surveys (2020 end-of-year survey was a 4.22 rating).
- Update the inventory of City applications and digital services in order to analyze application relationships and business processes to determine areas of consolidation and efficiency.
- Implement at least 2 new document management workflows to improve operations and efficiency.
- Conduct professional development training for Applications team members on best practices in the conduct of feasibility studies, needs analysis, and business analysis; attend conferences or training on enterprise applications used by supported departments.
- Deploy Application Performance Monitoring (APM) for troubleshooting, monitoring, securing, and enhancing on-premise and cloud-hosted applications and solutions to improve performance and security logging for all enterprise applications.
- Through the City website, serve an average of 55,000 unique users, 150,000 sessions, and 9,000,000 page hits per month. Maintain a bounce rate below 60%.

2022 Budget Goals

Geographic Information System (GIS) & Geospatial Technology

Provide a comprehensive range of geospatial services and support for the productive use of the City's Geographic Information System (GIS). Provide digital and print mapping services, geospatial data analysis, decision support, and Unoccupied Aerial Vehicle (UAV) services for aerial imagery, media and data collection.

- Upgrade GIS platform to ArcGIS Enterprise version 9.
- Deploy 5 new ArcGIS internal support applications (including 2 mobile data collection apps) to improve department operations.
- Replace legacy platform web maps and create two new public web maps using the ArcGIS platform.
- Onboard at least 1 additional Unoccupied Aerial Vehicle (UAV) pilot from ITS and 1 from outside of ITS to provide back-up ITS UAV operations and data collection capability.
- Develop a comprehensive UAV training and operations manual for City remote pilots.
- Update GIS edge of pavement, building areas, parking areas, and contour elevations from the 2021 Indiana orthophotography imagery.

2022 Budget Goals

IT Infrastructure

Support physical and virtual IT infrastructure providing storage, virtual computing, backup, network and phone services, as well as facilities-based systems such as video control rooms, meeting rooms, projectors, security cameras and door access systems.



- Organize and execute enterprise-wide network upgrade at City facilities to replace outdated hardware, upgrade network capabilities and improve security.
- Ensure 99.5% uptime of city network at primary city facilities and 99.5% uptime of external internet connectivity, excluding scheduled downtime for upgrades.
- Ensure 99.9% uptime of core storage, virtual computing, backup, and restoration services.
- Upgrade City phone system and phones to modern Voice over IP (VOIP) platform to improve City operations as network upgrade progress permits.
- Conduct needs assessment and identify options to implement dual-factor authentication to improve the City's cybersecurity.
- Migrate VPN connections to new firewall system to improve security.
- Virtualize physical servers at BPD and Utilities' Water and Wastewater Treatment plants to improve manageability and disaster recovery.

2022 Budget Goals

Technology Support & Training

Provide the support, training and tools needed to ensure City staff can productively use City IT systems to achieve their goals.

- Maintain at least a 4.7 out of 5 service rating on Helpdesk internal customer service surveys.
- Conduct annual internal survey on IT training needs by end of Q1 to assess customer needs and satisfaction and to guide training strategy.
- Complete deployment of ManageEngine IT Service Management (ITSM) system modules by end of Q4, including Operating System Deployment, Mobile Device Management for tablets, Software Application Deployment, Software License Inventory, and Self-service Portal.
- Organize and execute the annual capital replacement of approximately 25% of City desktop inventory in 2022 including a planned 23 desktop PCs, 37 laptops, 3 MDTs, 62 monitors, 56 UPS units and peripherals within the ITS budget.
- Conduct at least 12 training events/classes for City staff.
- Achieve or exceed industry phish-prone percentage for a medium-sized government organization (the current standard is 4.35% but subject to change).
- Place 95% of Technology Support equipment orders within 2 business days of receipt of departmental approval.

Budget Highlights

Sources of ITS Funding

ITS operations receive funding from the following sources:

- ITS General Fund
- Telecommunications Non-Reverting Fund
(Telecom Infrastructure and Telecom Services Accounts)
- Electronic Map Generation Fund
- Enhanced Access Fund
- Recover Forward Phase 3

Budget Numbers for 2022

The following budget lines have notable changes:



Budget Highlights

General Fund ITS

The ITS Department's General Fund budget request is \$4,532,652. This is an increase of \$1,910,905 or 73%. Significant highlights are listed below:

Category 1 – Personnel Services request is \$1,941,519, which is an increase of \$97,173 or 5%.

Category 3 – Other Services: Overall increase of \$923,162 or 142%.

- **Line 317 – Mgt. Fee, Consultants, and Workshops:** Increase of \$173,000. Every 4-5 years the state contracts for aerial flyovers to provide new orthophotography data. In order to fully utilize these data, we contract with GIS consulting services to convert the data for City department use to provide edge of pavement, building area, parking area, and contour elevation data. These are one-time expenses in 2022.

Budget Highlights

General Fund ITS, continued

Category 3 – Other Services: Overall increase of \$923,162 or 142%.

- **Line 321 – Telephone:** Includes increase of \$150,000 to replace telephones and migrate to a Voice over IP (VOIP) phone system. This budget line includes the VOIP investment and a decrease of \$52,000 in cellular services, for a total increase of \$98,000.
- **Line 364 – Hardware and Software Maintenance:** Increase of \$24,900 for cybersecurity investments, largely due to updated anti-virus and new anti-malware systems.
- **Line 391 – Dues & Subscriptions:** Increase of \$123,700 due to increases in Google Enterprise licensing, Zoom room licenses for hybrid meeting rooms, and KnowBe4 Cybersecurity Training.
- **Line 396 – Grants:** Request for \$50,000 for 2022 Digital Equity Grants funding. This former Recover Forward expense is now a regular program within ITS.
- **Line 398 – Community Access TV/Radio:** Request for \$455,807 for Community Access Television Services, a 1% increase from 2021. This expense was moved from the Telecom Fund due to the decrease in fund revenue. Only a modest increase over 2021 is proposed.

Budget Highlights

General Fund ITS, continued

Category 4 – Capital Outlays: Overall increase of \$940,720 or 1881%.

- **Line 442 – Purchase of Equipment:** Increase of \$940,720 for major capital investments including enterprise network upgrade, WiFi upgrade, security camera storage, virtual server infrastructure and datacenter power supplies. These are significant one-time IT infrastructure investments, some of which have been long deferred. Out-of-support and end-of-life network hardware degrades our operations and exposes us to unnecessary risk.

ITS General Fund (Recover Forward)

Category 3 – Other Services: Overall decrease of \$50,000 or 100% to \$0.

- **Line 396 – Grants:** Decrease of \$50,000. The 2021 Digital Equity Grants were moved to the General Fund.

Budget Highlights

Telecommunication Non-Reverting Fund

The ITS Department's Telecommunications Non-Reverting Fund budget request is \$387,448. This is a decrease of \$577,726 or 60%.

Telecom Infrastructure: Telecommunication Non-Reverting Fund 254000 Infrastructure Account

Category 4 – Capital Outlays: Overall decrease of \$33,532 or 16%.

- **Line 442 – Purchase of Equipment:** Decrease of \$50,000 to \$0.
- **Line 445 – Equipment:** Increase of \$66,708 for capital replacements of PCs, laptops, monitors, printers, UPSs and peripherals for most civil city departments. (Will see additional reductions in next weeks as finalized).

Budget Highlights

Telecommunication Non-Reverting Fund, continued

Telecom Services: Telecommunication Non-Reverting Fund 256000 Services Account

Category 3 – Other Services: Overall decrease of \$451,294 or 86%.

- **Line 315 – Communications Contract:** Increase of \$5,100 for temporary Fire HQ internet service and other small increases.
- **Line 398 – Community Access TV/Radio:** Decrease of \$451,294 for CATS, Community Access Television Services. To help sustain the Telecom Fund, this funding has shifted to the ITS General Fund.

Category 4 – Capital Outlays: Overall decrease of \$98,000 or 100%.

- **Line 442 – Purchase of Equipment:** Decrease of \$98,000 due to a one-time hardware purchase in 2021.

Budget Highlights

Electronic Map Generation Fund

The ITS Department's Electronic Map Generation Fund budget request is \$0 in 2021, a decrease of \$3,750.

Enhanced Access Fund

The ITS Department's Enhanced Access Fund budget request is \$0 in 2021, a decrease of \$3,750.



Budget Highlights

Recover Forward, Phase Three (American Rescue Plan Act) and CARES

Recover Forward continues in 2022 with American Rescue Plan Act (ARPA) funding -- in addition to CARES resources -- to support critical IT infrastructure investments and continuing COVID-19 response to support remote work. These Recover Forward funds offset the new one-time expenses in the 2022 ITS General Fund budget.

In 2022, Recover Forward funds will be used to support major capital investments including our enterprise network upgrade and WiFi network upgrade, to expand public WiFi in City Parks and strategic facilities in support of our digital equity goals, to update the City's phone system, to upgrade desktops to laptops to enhance staff mobility, to adapt meeting spaces for hybrid meetings, to expand digital file storage capacity, and to enhance redundancy in our virtual server infrastructure. These one-time investments will have a long-term impact on City operations and on the ITS Department's services to City staff and the public.

ITS Budget Summary

Summary Budget Allocation	2019 Actual	2020 Actual	2021 Budget	2022 Budget \$	Change (\$)	Change (%)
100 - Personnel Services	1,587,698	1,738,462	1,844,346	1,941,519	97,173	5%
200 - Supplies	28,390	24,761	36,812	36,662	(150)	-0.4%
300 - Other Services	920,566	1,048,510	1,301,763	1,771,231	469,468	36%
400 - Capital Outlays	337,067	151,169	361,500	1,170,688	809,188	224%
Total	2,873,721	2,962,903	3,544,421	4,920,100	1,375,679	39%

ITS ARPA Funds Summary

ARPA Budget Allocation	2021 Budget \$	2022 Budget \$	Staffing (FTE)	Population Served
100 - Personnel Services	0	0	0.00	85,000
200 - Supplies	0	0		
300 - Other Services	0	75,000		
400 - Capital Outlays	0	500,000		
Total	0	575,000		

ITS CARES Fund Summary

CARES Budget Allocation	2021 Budget \$	2022 Budget \$	Staffing (FTE)	Population Served
100 - Personnel Services	0	0	0.00	85,000
200 - Supplies	0	0		
300 - Other Services	0	1,000,000		
400 - Capital Outlays	0	0		
Total	0	1,000,000		

Conclusion

The 2022 Information & Technology Services Department budget request reflects the following imperatives:

- **Protect and preserve the basic functions of government**
 - Keeping the City running.
 - Addressing financial challenges head-on.
- **Plan your work and work your plan:** Putting our plans to work.
- **Equity and Inclusion:** Extending the promise of modern technology as widely as possible.
- **Cyber Security:** Securing our infrastructure and staff from online attack.
- **Sustainability:** Doubling down on process improvements to improve sustainability.

Conclusion

Thank you for your consideration of the Information and Technology Services 2022 budget request.

I would be happy to answer any questions.





2022



CITY BUDGET

Office of the Common Council

Stephen Lucas

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 and an O'Neill Service Corps Fellow.



The Council uses 9 standing committees:

- Administration Committee
 - Climate Action & Resilience Committee
 - Community Affairs Committee
 - Housing Committee
 - Land Use Committee
 - Public Safety Committee
 - Sustainable Development Committee
 - Transportation Committee
 - Jack Hopkins Social Services Committee
- (along with various ad-hoc and special committees)

2021 Budget Goals Update

Legislative Duties

✓ 2020-2021 Highlights:

- Reviewed and approved amendments to City's Unified Development Ordinance and Official Zoning Map.
- Supported the City's economic recovery efforts through approval of Recover Forward and American Rescue Plan Act initiatives.
- Created two citizen-led commissions to research public safety best practices and advise on redistricting after the 2020 census.
- Formally advanced goals related to diversity/inclusion and sustainability through adoption of legislation.

✓ Adopted Ordinances and Resolutions

- 30 ordinances and 16 resolutions in 2020
- 26 ordinances and 25 resolutions by August 2021



2021 Budget Goals Update

Policy Development and Coordination

- ✓ Shifted to remote work and virtual Council meetings in March of 2020; continued to perform legislative functions and ensure public access to Council activities.
- ✓ Collaborated with city departments to prepare legislation for Council action.
- Collaborate with Clerk's Office and ITS to implement the Granicus software platform for better document creation and management solutions and to improve workflow and ease of access to public documents and meeting materials.
- Continue to explore ways to improve the effectiveness and efficiency of Council and Committee meetings.

2021 Budget Goals Update

Discretionary Funding

- ✓ In 2020 Jack Hopkins Social Service Committee was responsible for the distribution of 2 rounds of funding, awarding \$518,795 to 49 social service agencies. And in 2021 the Committee awarded \$511,000 to 32 community agencies.
- ✓ The Council Sidewalk Committee, in consultation with City staff from several departments, was responsible for use of \$330,000 from the Alternative Transportation Fund. Projects selected for funding in 2021 (1 sidewalk construction, 2 sidewalk design, and 1 traffic calming projects).
- ✓ Councilmembers participated in and staff facilitated work of the Public Safety Local Income Tax(LIT) Committee of the Monroe County Tax Council in the summer of 2020 & 2021.

2021 Budget Goals Update

Constituent Services and Community Relations

- ✓ Continued to receive and relay calls or emails from constituents to Councilmembers and relevant department(s) while working remotely; responded to nearly 500 constituent messages through the end of August 2021.
- Listen to community feedback about ways to improve accessibility of Council meetings and associated materials as more work shifts online; research continued use of Zoom or other remote accessibility of Council meetings.



2022 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.

- Increase public awareness of and accessibility to Council meetings and materials (with continued use of Zoom and implementation of document creation and management software).

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.

- Councilmembers pursue individual initiatives, work in informal groups (sometimes with others), participate in standing committees, and create Special (ad hoc) Committees.
- Staff Support: Staff facilitate the work of committees, research policy both in terms of its legality and best practices, and draft memoranda, reports, legislation, and other policy documents.

2022 Budget Goals

Discretionary Funding

Facilitate the work of the Jack Hopkins Social Services Committee, the Council Transportation Committee (work formally done by the Council Sidewalk Committee), and the Public Safety Local Income Tax Committee.

- Continue to streamline and improve the JHSSF application process in response to agency feedback, and otherwise reduce workload (e.g., create online, fillable application and materials, provide for remote presentations).
- Review objective criteria in coordination with Planning staff to include most relevant metrics for assessing sidewalk and pedestrian projects.



2022 Budget Goals

Constituent Services and Community Relations

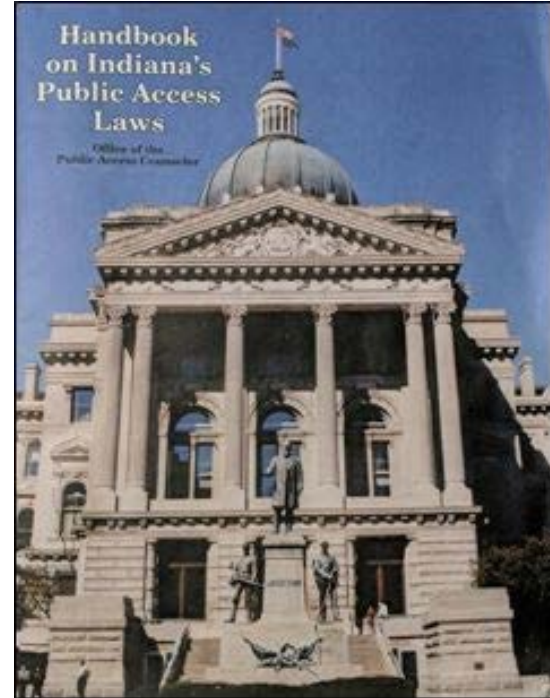
Receive and respond to citizen contact about City policies, practices, and general issues of community concern. Strive to provide an open, responsive and accountable municipal government that contributes to a sense of community.

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

Legal Counsel

The Council Office includes attorneys who represent the Council on terms the Council, as a body, considers appropriate and which 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 \$11,337 or 1.9%.

- Requested increase of 2.75% for Councilmember and office staff salaries.

Category 2 – Supplies

Requested decrease of \$1,131 or ~22%.

- Line 242 - Other Supplies: Decrease by \$1,215 after one-time purchase of Adobe Pro software in 2021.

Budget Highlights

Category 3 – Other Services and Charges

Requested decrease of \$393,393 or ~49%.

- Line 396 - Grants: Removes one-time “Recover Forward” program funding of \$400,000 from the Jack Hopkins program; increases regular Jack Hopkins program funding from \$311,000 to \$317,000.
- General Fund: Increase of \$607 or ~0.7%

Category 4 – Capital Outlays

Requested increase of \$6,000 or ~1.8%.

- Line 431 (Improvements Other than Buildings) - Increase by \$6,000 (to \$336,000) in the Alternative Transportation Fund for the construction of sidewalk and traffic calming projects recommended by the Council Transportation Committee and approved by the Council.

Office of the Common Council Budget Summary

Summary Budget Allocation	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Change (\$)	Change (%)
100 - Personnel Services	550,505	601,361	583,853	595,190	11,337	2%
200 - Supplies	3,056	3,633	5,189	4,058	(1,131)	-22%
300 - Other Services	351,792	589,172	798,565	405,172	(393,393)	-49%
400 - Capital Outlays	269,652	54,788	330,000	336,000	6,000	2%
Total	1,175,004	1,248,954	1,717,607	1,340,420	(377,187)	-22%

Conclusion

The 2022 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
2022 budget request.

I would be happy to answer any questions.



2022



CITY BUDGET

OFFICE OF THE CONTROLLER

Jeff McMillian, Deputy Controller

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 of Bloomington's 22 departments with additional oversight and interaction with Bloomington Transit, Bloomington Housing Authority, 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 11 staff is 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
 - Convention Center
 - Both the current and new hospital sites
 - Parking garages
 - Implementation of enterprise-wide Community Development and Document Management software.

2021 Budget Goals

Core Department Functions (Accounts Receivable, Accounts Payable, Purchasing, Payroll, Cash Management)

- ✓ Increase participation in Electronic Funds Transfer (EFT) payment process to reduce the processing of paper checks by end of Q4.
- ✓ Ensure that payments received by all City departments are deposited in line with statutory requirements: Processed 3,700 revenue journals and made deposits within 1 business day.
- ✓ Maximize City's return on investments: Maintained rate of return in line with Federal rates (currently 0.19%) and worked with our banking partners to maximize net returns by minimizing the impact of fees and compensating balances.



2021 Budget Goals

Budgeting

- ✓ Manage and coordinate activities related to the development, presentation, submission and approval of the City's annual budget: Coordinated with City departments to ensure adherence to budget timelines and to improve consistency across organizations.
- ✓ Improve the budgeting process to allow more results-driven focus: We were successfully able to further efforts to utilize program level budgets identifying not only dollars budgeted, but also FTEs required and population served through each program.



2021 Budget Goals

Research & Special Projects

- ✓ Convert financial statements to a GAAP basis: We have successfully converted to GAAP basis and are in the process of applying for the GFOA Certificate in Financial reporting.
- ✓ Select and begin implementation of Community Development and Document Management software: Software has been purchased and implemented. We continue to roll out additional functionality.



2022 Budget Goals

Accounts Payable

Activity Description: Manage and coordinate activities related to the processing, approval and payment of expenditures.

- Increase participation in Electronic Funds Transfer (EFT) payment process from 76% to 78% to reduce the processing of paper checks by end of Q4 2022.



2022 Budget Goals

Revenue Collections

Activity Description: Collect, process, and review payments collected from all Civil City departments' revenue transactions. Post revenues by verifying transactions to the related bank deposits.

- Deposit by statutory requirement of next business day.
- Ensure corrections are made within 2 business days and remain at or below 1% in 2022.



2022 Budget Goals

Payroll

Activity Description: Manage and coordinate activities related to the processing, approval and payment of employee payroll and related expenditures such as payroll taxes, retirement contributions, and employee deductions.

- Issue all payroll disbursements on a biweekly basis.
- Issue tax reports within a month of the end of each quarter (Federal) and by the 20th of each month (State) in 2022.
- Issue all manual checks within 1 business day of receiving a request.



2022 Budget Goals

Cash Management

Activity Description: Coordinate with the City's banking partner to ensure that the rate of return is maximized and that all 132 funds and 8 bank accounts are available in time to meet the City's obligations.

- Maximize the City's rate of return to ensure that it is in line with prevailing interest rates.
- Monitor and minimize compensating balances and banking fees with the City's banking partner in 2022.
- Upload the required reports to the SBOA website within 45 days of month end.



2022 Budget Goals

Purchasing

Activity Description: Coordinate with City departments to ensure that the procurement of goods, services, and capital are completed in line with City policies. Review purchasing requests, provide for adequate controls and procure these items at the lowest and best price.

- Decrease staff time associated with the purchase order process by training new employees who will be involved in the purchasing process within the New World system.
- Decrease costs of items purchased by reorganizing vendor categories and commodity item number assignments.



2022 Budget Goals

Budgeting

Activity Description: Manage and coordinate activities related to the development, presentation, submission and approval of the City's annual budget inclusive of 500 budgets in 22 departments which includes BHA, Bloomington Transit and the City Council.

- Coordinate with City departments to ensure that documentation is completed and distributed prior to initial budget presentations in August 2022.
- Issue an announcement at least 10 days before public hearings.



2022 Budget Goals

Budgeting (Continued)

- Issue the budget package for the Council Budget hearings by the Friday before the budget presentations to City Council.
- Submit the proposed budget to the Department of Local Government Finance (DLGF) within the required timeframe (currently within 5 days of Council Approval)



2022 Budget Goals

Research and Special Projects

Activity Description: Perform research and special projects as requested by the Administration and department in order to assist them in meeting their goals and objectives.



- Obtain the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting (CAFR) for 2021 results.
- Convert financial statements to a GAAP (Generally Accepted Accounting Principles) basis to facilitate the application for the CAFR by end of Q2 2022 for reporting of 2021 financial results. ■

2022 Budget Goals

Research and Special Projects (Continued)

- Monitor, report and make recommendations by Q4 2022 for uses of the Public Safety Local Income Tax in 2023, including Dispatch, Bloomington Police and Bloomington Fire requirements.
- Provide ongoing support for the Convention Center expansion (supported by the food & beverage tax), the Trades District and the redevelopment of the existing hospital site.
- Continue to work on the rollout additional functionality for Document Management & Community Development Software packages.



2022 Budget Goals

Internal Audit

Activity Description: Develop, implement and oversee a program designed to assess the effectiveness of internal controls and segregation of duties in order to minimize the risk of the organization to fraud, theft and misuse of City assets. Assist external auditors and other consultants in their reviews and audits of the organization.

- Obtain opinion from the State Board of Accounts without major findings by the end of Q4 2022



Budget Highlights

Category 3 - Other Services & Charges request is \$1,110,135. This is an increase of \$400,000 or 56.33% compared to 2021. The increase is related to project management.

Controller's Office Budget Summary

Summary Budget Allocation	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Change (\$)	Change (%)
100 - Personnel Services	1,014,932	1,075,117	1,169,159	1,065,894	(103,265)	-9%
200 - Supplies	6,469	2,295	10,550	10,550	(0)	0%
300 - Other Services	332,746	1,285,995	824,157	1,110,135	285,978	35%
400 - Capital Outlays				-	0	0%
Total	1,354,146	2,363,407	2,003,866	2,186,579	182,713	9%

Conclusion

The 2022 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 2022 budget request.

I would be happy to answer any questions.



2022



CITY BUDGET

OFFICE OF THE MAYOR

Don Griffin, Deputy Mayor

Why We Exist

The Office of the Mayor provides leadership, management, communication and strategic direction to the City of Bloomington government, overseeing a Cabinet of 17 department heads, 800 full-time employees, and a total budget of approximately \$168 million (including Bloomington Transit and Bloomington Housing Authority). This is accomplished through public engagement, in cooperation with the City Council and the City Clerk, to determine and implement the priorities of our community's 85,000 residents and 2 million annual visitors.



Background

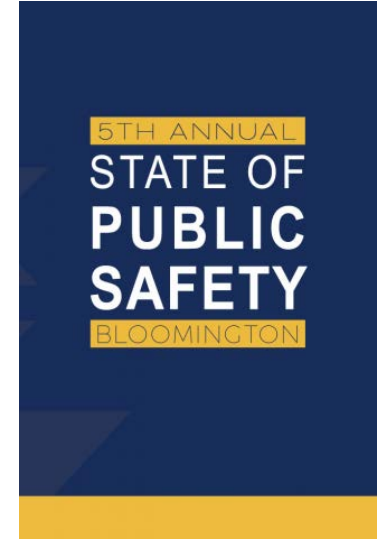
- 8 full-time equivalent employees (FTEs)
- Includes Directors of Innovation, Communications and Public Engagement
- Major initiatives include:
 - Public safety, equity, civility and justice
 - Affordable/workforce housing
 - Economic development facilitated through enhanced quality of place
 - Climate change/sustainability
 - Transparency/community engagement
 - Asset management and investment
 - Innovation
 - Pandemic response



2021 Budget Goals Update

Policy and Administration

- ✓ Conduct a public safety report to the community in Q1 to measure success of ongoing public safety initiatives.
- 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.
- Review semiannual project management updates from all departments as a management tool to accomplish the strategic plan and monitor process. Publish semiannual budget goal updates to increase transparency and accountability.
- Consider next steps in the proposed annexation process.



2021 Budget Goals Update

Communications

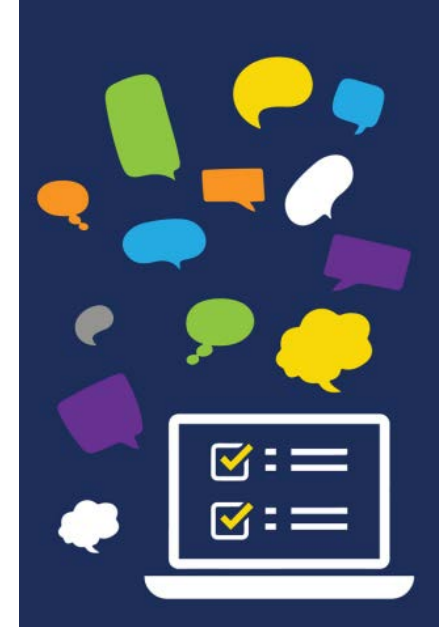
- Write a minimum of 75 OOTM-generated press releases and approve an additional 125 department-generated press releases.
- Produce a minimum of 50 proclamations to honor local people and initiatives.
- Monitor all City-affiliated social media accounts daily to ensure accurate information of value, and to assist departments with increasing their social engagement.
- Collect Facebook and Twitter analytics monthly to gather information about what residents want to see on our social media, to better craft future posts to reflect those wants.



2021 Budget Goals Update

Public Engagement

- ✓ Conduct 2021 Community Survey to compare to past survey results (2017 and 2019) to track changes in perception of city service delivery.
- Sponsor a minimum of 20 activities or events benefiting the community and supporting the goals of the administration.
- Ensure a vacancy rate below 5% throughout 2021 for mayoral board and commission appointments.
- Interact quarterly with IU Health, IU media teams, and IU Dean of Students, in addition to quarterly Town/Gown meetings.



2021 Budget Goals Update

Innovation

- Increase organizational effectiveness by involving at least 3 departments in efforts to improve an existing process.
- Nurture a culture of innovation by featuring a minimum of 50 success stories of departmental innovation on the city website.
- Complete 9 months of Bloomberg Philanthropies Innovation Training as part of their 2021 cohort.
- Prepare the organization for the future by involving city residents and at least 3 departments in the use of 1 cutting-edge technology (big data, artificial intelligence, augmented reality, the Internet of Things, autonomous vehicles).



2022 Budget Goals

Policy and Administration

Provide strategic leadership to the City of Bloomington government. Responsibly lead City programs, policies, initiatives and services. Transparently engage with and respond to residents, businesses and community partners to efficiently provide services to the community.

- Meet weekly with City Council leadership to coordinate the scheduling of legislation.
- Commence any appropriate annexation-related planning for future expansion and development by Q4, dependent upon outcome of Council hearings of annexation ordinances in Fall 2021.
- Oversee coordination and distribution of American Rescue Plan Act funds as requested by departments in 2022 budget requests, by Q4.
- Oversee work and progress on city's Climate Action Plan, in conjunction with ESD, by leading internal Climate Action Team meetings.
- Support build-out of the civil infrastructure for Phase 1 of the Bloomington Hospital Redevelopment project, with site construction beginning Q2. Continue biweekly meetings with project team for overall site planning.



2022 Budget Goals

Communications

Serve as the voice of the City of Bloomington government, transmitting information about City programs, policies, events, initiatives and services to Bloomington residents and visitors.

- Coordinate a minimum of 30 opportunities for the mayor to interact with the press in real time, whether in person or virtual press conferences, by Q4.
- Communicate the City's advocacy of or opposition to larger policy issues by creating a minimum of 5 guest editorials by Q4.
- Connect community members to local government news by scheduling weekly radio interviews (WGCL, WFHB, WFIU) for both the mayor and deputy mayor.
- Improve resident and community experience for social media customers by creating effective social media posts through weekly collection of social analytics.
- To ensure continuity of messaging, develop and implement basic branding guidelines for City employees to use by Q2.
- Ensure accuracy on the City website and improve the overall



2022 Budget Goals

Public Engagement

Enhance engagement and responsiveness with the community by leading efforts to educate, improve transparency and the customer service experience, and address residents' ideas, questions and issues with City departments.

- Track changes in the perception of city service delivery by preparing for the 2023 community survey by Q4, including review of past survey results.
- Support community priorities by coordinating with lobbying firm weekly during legislative session. Disseminate relevant and timely information to appropriate staff.
- Hold annual board and commission appreciation event in Q4 and increase participation by 5% over 2019.
- 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.
- Serve as higher level resource for resident concerns and respond to all concerns within a week.
- Encourage regular community feedback by creating and disseminating community engagement surveys via online public engagement



2022 Budget Goals

Innovation

Serve as a catalyst for innovation and experimentation in city government, developing new processes, spurring creativity, and improving services for Bloomington residents and visitors.

- Integrate innovation into every department by conducting an Innovation Bootcamp for all department directors by Q4.
- Implement the recommendation from 2021's expanded Leaf Management pilot by creating a change management plan by Q4.
- Represent the City in the Uplands Lean Network and engage Innovation Bootcamp graduates (department directors) in continuous learning on Lean process improvement through active participation in this group.
- Structure agreements with MCCSC, Ivy Tech, and Indiana University by Q4 that would formalize relationships whereby the City supplies projects and/or data to these entities in exchange for their exploration of the data, and process improvements and alternate perspectives on challenges identified by departments.



Budget Highlights

The Office of the Mayor's general fund budget request is \$1,026,527, an increase of 4%. Some highlights of significance:

Category 1 – Personnel request is \$904,487. This is an increase of 4% from 2021, due to the salary increase for the Digital Brand Manager (grade/title change was approved by Council on 6/28/21) and a proposed grade change for the Executive Assistant. This also includes an overall 2.75% increase in wages and related benefits for non-union employees.

Category 2 – Supplies request is \$7,800, an increase of \$4,337 (125%). Significant changes:

- **Line 242 (Other Supplies):** increased \$4,600 for Digital Brand Manager's requested technology needs for enhanced video creation/streaming and Innovation Director's request for additional supplies for 1000 Households Who Mulch and other innovation programs.

Category 3 – Other Services & Charges request is \$114,240, an increase of \$5,274 (5%). Significant changes:

- **Line 332 (Advertising):** added funds to more accurately cover bimonthly advertising costs in Bloom Magazine (both print and online).
- **Line 391 (Dues and Subscriptions):** added funds for subscription to Uplands Lean Network for Innovation Director and increased cost of annual dues to U.S. Conference of Mayors.

Office of the Mayor Budget Summary

Summary Budget Allocation	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Change (\$)	Change (%)
100 - Personnel Services	805,936	873,772	872,031	904,487	32,456	4%
200 - Supplies	15,412	4,038	3,463	7,800	4,337	125%
300 - Other Services	120,782	79,701	108,966	114,240	5,274	5%
400 - Capital Outlays	-	-	-	-	-	0%
Total	942,130	957,511	984,460	1,026,527	42,067	4%

Conclusion

The 2022 Office of the Mayor's budget request reflects increases that align with the stated goals of:

- Public safety, equity, civility and justice
- Affordable housing
- Economic development
- Climate change/sustainability
- Transparency/engagement
- Asset management and investment
- Innovation
- Pandemic response

**Thank you for your consideration of the Office of the Mayor's
2022 budget request.**

I would be happy to answer any questions.