



**CITY OF MISHAWAKA  
2016 BUDGET**

**David A. Wood, Mayor**

# CITY OF MISHAWAKA 2016 BUDGET

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CITY OF MISHAWAKA  
2016 BUDGET

MAYOR  
101-01

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		145,945.00
411-01 Mayor	2,897.42	
411-02 Administrative Assistant	1,480.12	
Secretary	<u>1,235.66</u>	

2 SUPPLIES

<u>Office Supplies</u>		
421-90 Office Supplies	<u>1,500.00</u>	
		1,500.00

3 OTHER SERVICES AND CHARGES

<u>Communication and Transportation</u>		
432-03 Travel and Training	1,500.00	

<u>Printing and Advertising</u>		
433-01 Printing	500.00	

<u>Other Services and Charges</u>		
439-03 Subscriptions, Dues, etc.	1,500.00	
439-04 Leadership	1,795.00	
439-07 Memorial Day AL/VFW/DAR	1,500.00	
439-92 Community Promotion	<u>7,500.00</u>	

<u>14,295.00</u>
<u>161,740.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

CONTROLLER  
101-02

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		327,411.00
411-01	Controller	2,824.15
411-02	Deputy Controller	1,919.93
	Accountant	1,516.44
	Purchasing Agent	1,427.17
	Bookkeeper A	1,411.90
	Payroll Clerk	1,377.60
411-03	Part time	<u>\$7.25-\$25.00</u>

Other Services Personal

411-64	FTO (Flexible Time Off) Plan	30,000.00
411-65	CPA Certification	<u>192.31</u>

Employee Benefits

413-01	Social Security	190,000.00	
413-02	Medicare	45,000.00	
413-03	PERF 14.2%	420,000.00	
413-04	Unemployment Compensation	40,000.00	
413-05	Employee Insurance Benefits	1,200,000.00	
413-06	Employee Life Insurance	<u>4,000.00</u>	
			<u>1,899,000.00</u>
			2,226,411.00

2 SUPPLIES

Office Supplies

421-90	Office Supplies/Misc Supplies	<u>15,000.00</u>	15,000.00
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3 OTHER SERVICES AND CHARGES

Professional Charges

431-05	Animal Control	160,500.00
431-07	IACT	11,000.00
	WNIT Public Access	10,000.00

Communication and Transportation

432-02	Postage	15,000.00
432-03	Travel and Training	2,500.00
432-04	Telephone	70,000.00

CITY OF MISHAWAKA  
2016 BUDGET

CONTROLLER  
101-02

Printing and Advertising

433-02 Publications 13,000.00

Insurance

434-90 Insurance Premiums/ Deductible 825,000.00

Utility Services

435-01 MU Charges 800,000.00

435-02 NIPSCO 85,000.00

Repairs and Maintenance

436-01 Building/ Equipment/Software  
Maintenance/Service Contracts 60,000.00

Other Services and Charges

439-03 Subscription, Dues, etc. 1,000.00

439-09 Miscellaneous Charges 1,500.00

2,054,500.00

4 CAPITAL OUTLAYS

Other Capital Outlays

444-05 Capital Outlay 2,500,000.00

2,500,000.00

6,795,911.00

CITY OF MISHAWAKA  
2016 BUDGET

CITY CLERK  
101-03

1 SERVICES PERSONAL		
<u>Salaries and Wages</u>		139,826.00
411-01	City Clerk	2,035.15
411-02	Chief Deputy Clerk I	1,463.45
	Chief Deputy Clerk II	1,417.77
411-03	Temporary	<u>\$7.25-\$25.00</u>
2 SUPPLIES		
<u>Office Supplies</u>		
421-90	Office Supplies	1,500.00
<u>Operating Supplies</u>		
422-01	Violations Bureau Supplies	<u>1,000.00</u>
		2,500.00
3 OTHER SERVICES AND CHARGES		
<u>Professional Services</u>		
431-01	Attorney Fees	1,000.00
431-04	Municipal Code Services	8,000.00
	BIS Digital	7,857.00
<u>Communication and Transportation</u>		
432-03	Travel and Training	2,000.00
<u>Repairs and Maintenance</u>		
436-01	Equipment Repair	4,000.00
<u>Other Services and Charges</u>		
439-03	Subscriptions, Dues, etc.	1,500.00
439-92	Community Promotion	<u>500.00</u>
		<u>24,857.00</u>
		<u>167,183.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

HUMAN RESOURCES  
101-04

1 PERSONAL SERVICES		
<u>Salaries and Wages</u>		52,128.00
411-02 Office Manager	1,235.66	
411-03 Temporary Help	<u>\$7.25-\$25.00</u>	
2 SUPPLIES		
<u>Office Supplies</u>		
421-90 Supplies	<u>2,000.00</u>	2,000.00
3 OTHER SERVICES AND CHARGES		
<u>Professional Services</u>		
431-06 Consulting	54,000.00	
431-08 Employee Assistance Program	16,000.00	
431-09 Testing/Wellness	5,000.00	
<u>Communication and Transportation</u>		
432-03 Travel and Training	5,000.00	
<u>Printing and Advertising</u>		
433-01 Printing/ Advertising	1,000.00	
<u>Other Services and Charges</u>		
439-03 Subscription, Dues, etc.	450.00	
439-20 Staff Development	<u>2,000.00</u>	
		<u>83,450.00</u>
		<u>137,578.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

INFORMATION TECHNOLOGY  
101-05

1 PERSONAL SERVICES		
<u>Salaries and Wages</u>		283,113.00
411-01	Director	2,334.46
411-02	System Specialist IV Server	1,918.42
	GIS Coordinator	1,871.03
	System Specialist III Web	1,621.71
	System Specialist IV Network	1,600.66
	System Specialist II Desktop	<u>1,542.58</u>
2 SUPPLIES		
<u>Operating Supplies</u>		
422-01	Operating Supplies	<u>20,000.00</u>
		20,000.00
3 OTHER SERVICES AND CHARGES		
<u>Communication and Transportation</u>		
432-03	Travel and Training	25,000.00
<u>Other Services and Charges</u>		
439-03	Subscriptions, Dues, etc.	<u>20,000.00</u>
		<u>45,000.00</u>
		<u>348,113.00</u>



CITY OF MISHAWAKA  
2016 BUDGET

DEPARTMENT OF LAW  
101-06

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		136,987.00
411-01	Corporation Counsel/Director of HR	2,127.95
411-02	City Attorney	2,230.77
	Asst City Attorney	621.54
	Part time Secretary	<u>288.16</u>

2 SUPPLIES

<u>Office Supplies</u>		
421-03	Professional Books	500.00
421-90	Office Supplies	<u>500.00</u>
		1,000.00

3 OTHER SERVICES AND CHARGES

<u>Communication and Transportation</u>		
432-03	Travel and Training	3,000.00
<u>Insurance</u>		
434-90	Payment of Claims/Litigation	50,000.00
<u>Other Services and Charges</u>		
439-03	Subscriptions, Dues, etc.	1,500.00
439-09	Miscellaneous Charges	<u>1,500.00</u>
		<u>56,000.00</u>
		<u>193,987.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

CITY COUNCIL  
101-07

1 PERSONAL SERVICES		
<u>Salaries and Wages</u>		101,827.00
411-04 Council members	366.09	
411-02 Council Attorney	<u>621.54</u>	
2 SUPPLIES		
<u>Office Supplies</u>		
421-90 Office Supplies	<u>500.00</u>	500.00
3 OTHER SERVICES AND CHARGES		
<u>Communication and Transportation</u>		
432-03 Travel for Council	3,135.00	
Travel for Attorney	1,000.00	
<u>Other Services and Charges</u>		
439-92 Community Promotion	<u>5,000.00</u>	
		<u>9,135.00</u>
		<u>111,462.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

ENGINEERING DEPARTMENT  
101-13

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		314,292.00
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411-01	Director of Engineering	2,824.15	
411-02	Assistant Director	2,335.31	
	Project Coordinator	1,416.99	
	Project Manager	1,970.86	
	Traffic Manager	1,920.40	
	Office Manager	<u>1,235.66</u>	

Other Personal Services

411-65	PE Certification	<u>192.31</u>	
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2 SUPPLIES

Office Supplies

421-90	General Supplies	<u>4,000.00</u>	
			4,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-06	Consulting	5,000.00	
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Communication and Transportation

432-03	Travel and Training	1,750.00	
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Repairs and Maintenance

436-01	Equipment Repair	3,000.00	
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Other Services and Charges

439-03	Subscriptions, Dues, etc.	<u>500.00</u>	
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			<u>10,250.00</u>
			<u>328,542.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

CODE ENFORCEMENT DEPARTMENT  
101-14

1 PERSONAL SERVICES

Salaries and Wages

265,841.00

411-01 Director of Code Enforcement 2,121.23

411-02 Code Enforcement Officers 1,716.92

Office Manager 1,235.66

2 SUPPLIES

Operating Supplies

422-01 Operating Supplies 3,500.00

3,500.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03 Travel and Training 3,000.00

Other Services and Charges

439-10 Clean up, Board up, Disposal, etc. 35,000.00

38,000.00

307,341.00

CITY OF MISHAWAKA  
2016 BUDGET

BUILDING DEPARTMENT  
101-15

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		197,156.00
411-01 Building Commissioner	2,171.62	
411-02 Administrator	1,254.38	
Inspector A	<u>1,716.92</u>	

2 SUPPLIES

<u>Operating Supplies</u>		
422-01 Operating Supplies	<u>2,000.00</u>	
		2,000.00

3 OTHER SERVICES AND CHARGES

<u>Communication and Transportation</u>		
432-03 Travel and Training	4,000.00	
<u>Other Services and Charges</u>		
439-03 Subscription, Dues, etc.	<u>400.00</u>	

4,400.00  
203,556.00

CITY OF MISHAWAKA  
2016 BUDGET

FIRE/EMS DEPARTMENT  
101-19

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		6,390,890.00
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411-01	Fire Chief	2,631.28
411-02	Assistant Chief	2,425.52
	Chief Fire Prevention	2,282.37
	Battalion Chief	2,371.60
	Captain	2,255.25
	Shift Supervisor	2,194.57
	Lieutenant	2,192.67
	Fire Inspector	2,173.05
	Paramedic	2,173.05
	Driver Operator	2,131.45
	Master Firefighter	2,103.09
	1st Class Firefighter	2,026.19

Civilian

	Executive Secretary	1,246.34
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Other Personal Services

411-02	Specialty Pay	180,000.00
411-02	Out of Rank Pay	50,000.00
411-60	Overtime	700,000.00
411-66	Uniform Allowance 113 @ 1250	141,250.00
411-67	Pension Equalization	<u>26,800.00</u>

1,098,050.00

Employee Benefits

413-01	Social Security	35,000.00
413-02	Medicare	110,000.00
413-03	PERF-14.2%	70,000.00
413-05	Health Insurance	2,000,000.00
413-06	Life/Disability Insurance	12,000.00
413-09	77 Pension 22.7%	<u>1,292,000.00</u>

3,519,000.00

11,007,940.00

CITY OF MISHAWAKA  
2016 BUDGET

FIRE/EMS DEPARTMENT  
101-19

2 SUPPLIES

Office Supplies

421-90 Office Supplies 6,000.00

Operating Supplies

422-01 Operating Supplies 175,000.00

422-03 Medical Supplies 125,000.00

Other Supplies

429-10 Public Education  
Training/ Seminar  
Supplies/Refreshments 6,000.00

312,000.00

3 OTHER SERVICES AND CHARGES

Repairs and Maintenance

436-01 Building/ Equipment Repair 97,500.00

436-91 Laundry Maintenance 3,000.00

Other Services and Charges

439-03 Subscriptions, Dues, etc. 3,000.00

103,500.00

11,423,440.00

CITY OF MISHAWAKA  
2016 BUDGET

POLICE DEPARTMENT  
101-20

1 PERSONAL SERVICES

<u>Salaries and Wages</u>			6,314,554.00
411-01	Police Chief	2,648.18	
411-02	Assistant Chief	2,442.34	
	Captain	2,232.99	
	Lieutenant	2,189.99	
	Sergeant	2,148.35	
	1st Patrol Officer	2,119.99	
	2nd Patrol Officer	2,043.07	
 <u>Civilians</u>			
	Executive Secretary	1,246.34	
	Administrative Secretary	1,235.66	
	Secretary	1,218.76	
	Parking Personnel	1,218.76	
	Property Manager	1,373.87	
	Services Administrator	1,420.02	
	Crossing Guards 21 pays	<u>341.57</u>	
411-03	Substitute Crossing Guard	\$20/hr	
	Temporary Help/Part-time	<u>\$7.25-\$25.00</u>	0.00
 <u>Other Personal Services</u>			
411-60	Overtime/ Court-time Officer-Non Officer	471,228.00	
411-66	Uniform Allowance		
	1 @ 500, 106 @ 2050	217,800.00	
	Equipment Allowance	<u>28,772.00</u>	
			717,800.00
 <u>Employee Benefits</u>			
413-01	Social Security	26,000.00	
413-02	Medicare	102,000.00	
413-03	PERF 14.2%	35,000.00	
413-05	Health Insurance	2,000,000.00	
413-06	Life Insurance	6,250.00	
413-10	77 Pension 21.7%	<u>1,327,000.00</u>	
			<u>3,496,250.00</u>
			10,528,604.00



CITY OF MISHAWAKA  
2016 BUDGET

POLICE DEPARTMENT  
101-20

2 SUPPLIES

Operating Supplies

422-01 Operating Supplies 35,000.00

Other Supplies

429-11 Seminars/ Community Relations 1,000.00

36,000.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03 Travel and Training 2,000.00

Printing and Advertising

433-01 Printing 1,800.00

Repairs and Maintenance

436-01 Building Repair/ Maintenance  
Service Contracts 90,000.00

Other Services and Charges

439-03 Subscriptions, Dues, etc. 3,000.00

439-11 Special Expense 13,000.00

439-12 Canine Expenses 3,000.00

439-16 Crime Stoppers Program 5,000.00

117,800.00

10,682,404.00

CITY OF MISHAWAKA  
2016 BUDGET

CITY PLANNING  
101-21

1 PERSONAL SERVICES

Salaries and Wages

200,693.00

411-01	City Planner	2,698.22	
411-02	Senior Planner/Economic Development Specialist	1,911.23	
	Administrative Planner	1,463.76	
	Associate Planner	<u>1,645.72</u>	

411-06	Plan Commission 9 @ \$600	5,400.00	
	BZA Members 5 @ \$375	<u>1,875.00</u>	

7,275.00

207,968.00

2 SUPPLIES

Operating Supplies

422-01	Operating Supplies	<u>4,000.00</u>	
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4,000.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03	Travel and Training	3,000.00	
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Other Services and Charges

439-03	Subscriptions, Dues, etc.	<u>1,500.00</u>	
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4,500.00

216,468.00

CITY OF MISHAWAKA  
2016 BUDGET

CENTRAL SERVICES DEPARTMENT  
101-22

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		624,240.00
411-02	Assistant	1,921.10
	Fleet Maintenance Technician	19.91/hr
	Group 1	18.89/hr
	PT maintenance 1040 hrs @ 11.00/hr	11,440.00
	Reimburse MVH Director 5%	<u>2,973.00</u>
 <u>Other Services Personal</u>		
411-60	Overtime	15,000.00
411-62	Night Bonus .60/.55 per hour	5,000.00
411-63	Longevity	<u>6,000.00</u>
		<u>26,000.00</u>
		650,240.00

2 SUPPLIES

<u>Office Supplies</u>			
421-90	Office Supplies	2,000.00	
 <u>Operating Supplies</u>			
422-02	Gas, Oil, etc.	1,100,000.00	
422-05	Equipment/ Vehicle/Maint Supplies	100,000.00	
 <u>Other Supplies</u>			
429-08	Uniform/ Supplies	<u>4,000.00</u>	1,206,000.00

3 OTHER SERVICES AND CHARGES

<u>Professional Services</u>			
431-09	Health Screenings/ Vaccines	1,000.00	
 <u>Communication and Transportation</u>			
432-03	Travel and Training	1,500.00	
 <u>Repairs and Maintenance</u>			
436-01	Building Repair / Equipment/Maint	67,000.00	
 <u>Rentals</u>			
437-05	Uniforms	5,000.00	
 <u>Other Services and Charges</u>			
439-09	Miscellaneous Charges	<u>2,500.00</u>	
			<u>77,000.00</u>
			<u>1,933,240.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

REDEVELOPMENT  
101-28

1 PERSONAL SERVICES

Salaries and Wages

198,066.00

411-02	TIF Construction Manager	2,261.58
	Program Construction Manager	2,048.09
	Grant Manager	1,873.59
	Program Coordinator	<u>1,434.55</u>

2 SUPPLIES

Office Supplies

421-90	Office Supplies	<u>1,000.00</u>
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1,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-04	Professional Services	234,453.00
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Communication and Transportation

432-03	Travel and Training	2,000.00
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Printing and Advertising

433-02	Publications	<u>800.00</u>
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237,253.00

436,319.00

CITY OF MISHAWAKA  
2016 BUDGET

CEMETERY  
101-29

3 OTHER SERVICES AND CHARGES

Other Services and Charges

439-09	Maintenance	25,000.00	
			<u>25,000.00</u>

RECYCLING  
101-30

2 SUPPLIES

Operating Supplies

422-01	Operating Supplies	<u>5,000.00</u>	
			5,000.00

3 OTHER SERVICES AND CHARGES

Other Services and Charges

439-10	Disposal Charges	<u>15,000.00</u>	
			<u>15,000.00</u>
			<u>20,000.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

MOTOR VEHICLE HIGHWAY  
201-50

1 PERSONAL SERVICES

<u>Salaries and Wages</u>		1,466,350.00
411-01	Street Commissioner	2,286.64
411-02	Office Manager	1,235.66
	Secretary	1,218.76
	Group 1: 32 @ 18.89*2092	18.89/hr
	CS reimburse 1.55 for assts.	77,421.00
<u>Other Services Personal</u>		
411-60	Overtime	81,500.00
411-62	Night Bonus .60/.55/hr	8,000.00
411-63	Longevity	21,000.00
411-64	FTO (Flexible Time Off) Plan	<u>8,000.00</u>
		118,500.00
<u>Employee Benefits</u>		
413-01	Social Security	94,000.00
413-02	Medicare	23,000.00
413-03	PERF 14.2%	215,000.00
413-04	Unemployment	5,000.00
413-05	Employee Ins Benefits	470,000.00
413-06	Life Insurance	2,000.00
		<u>809,000.00</u>
		2,393,850.00

2 SUPPLIES

<u>Office Supplies</u>		
421-90	Office Supplies	1,500.00
<u>Operating Supplies</u>		
422-02	Gas, Oil, etc.	200,000.00
<u>Repair and Maintenance Supplies</u>		
423-03	Equipment/ Parts, Supplies	160,000.00
<u>Other Supplies</u>		
429-08	Uniform Supplies	8,000.00
429-13	Traffic Supplies	36,000.00
		405,500.00

CITY OF MISHAWAKA  
2016 BUDGET

MOTOR VEHICLE HIGHWAY  
201-50

3 OTHER SERVICE AND CHARGES

Professional Services

431-04	Snow Removal	5,000.00
431-09	Health Screenings/ Vaccines	6,000.00

Communication and Transportation

432-03	Travel and Training	5,000.00
432-04	Telephone/ Paging	10,000.00

Printing and Advertising

433-02	Publications	600.00
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Insurance

434-90	Insurance Premiums/Deductibles	150,000.00
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Utility Service

435-01	MU Charges	135,000.00
435-02	NIPSCO	100,000.00

Repairs and Maintenance

436-01	Building/ Equipment Repair	225,000.00
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Rentals

437-05	Uniforms	8,000.00
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Other Services and Charges

439-09	Miscellaneous Charges	<u>3,000.00</u>
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647,600.00  
3,446,950.00

CITY OF MISHAWAKA  
2016 BUDGET

LOCAL ROAD AND STREET  
202-50

4 CAPITAL OUTLAYS

Improvements other than Buildings

442-01	Street Repair/Summer Program	<u>500,000.00</u>	<u>500,000.00</u>
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CITY OF MISHAWAKA  
2016 BUDGET

PARK AND RECREATION  
204-50

1 PERSONAL SERVICES

<u>Salaries and Wages</u>			1,082,409.00
411-01	Department Head	2,443.35	
411-02	Regular Employees Group 1	464,502.00 18.89/hr	
	Reimburse CS Assts. 1.25	62,437.00	
	Reimburse MVH director 5%	2,973.00	65,410.00
411-03	Temporary/Summer Help	377,000.00	<u>377,000.00</u>
			1,524,819.00
<u>Other Services Personal</u>			
411-60	Overtime	66,000.00	
411-62	Night Bonus .60/hr	5,000.00	
411-63	Longevity	18,225.00	
411-64	FTO	15,000.00	104,225.00
<u>Employee Benefits</u>			
413-01	Social Security	100,000.00	
413-02	Medicare	24,000.00	
413-03	PERF 14.2%	169,000.00	
413-04	Unemployment	5,000.00	
413-05	Employee Insurance Benefits	310,000.00	
413-06	Life Insurance	1,500.00	<u>609,500.00</u>
			2,238,544.00

2 SUPPLIES

<u>Office Supplies</u>			
421-90	Office Supplies	8,000.00	
<u>Operating Supplies</u>			
422-02	Gas, Oil, Parts, etc.	73,000.00	
<u>Other Supplies</u>			
429-09	Merrifield Complex Supplies	30,000.00	
429-14	Maintenance Supplies	60,000.00	
429-15	Program Supplies	30,000.00	
429-18	Athletic Event Supplies	20,000.00	
429-20	Golf Course Supplies	30,000.00	
429-21	Concessions	<u>60,000.00</u>	
			311,000.00

CITY OF MISHAWAKA  
2016 BUDGET

PARK AND RECREATION  
204-50

3 OTHER SERVICES AND CHARGES

Professional Services

431-09 Health Screenings/Vaccines 8,000.00

Communication and Transportation

432-02 Postage 2,000.00

432-03 Travel and Training 3,000.00

432-04 Telephone 7,000.00

Printing and Advertising

433-01 Printing/Newsletter etc. 11,500.00

Insurance

434-90 Insurance Premiums/Deductibles 120,000.00

Utility Services

435-01 MU/AEP Charges 335,000.00

435-02 NIPSCO 50,000.00

Repairs and Maintenance

436-01 Equipment/Facility Repair 60,000.00

436-90 Service Contracts 90,000.00

Rentals

437-05 Uniforms/Port-o-lets 11,500.00

Other Services and Charges

439-03 Subscription, Dues, etc. 1,400.00

439-09 Miscellaneous/Charges 1,000.00

439-18 Instructor Fees 28,000.00

439-19 Official/Referee Fees 5,000.00

439-21 Recreation Event/Entertainment 28,000.00

439-93 Sales Tax 25,000.00

786,400.00

3,335,944.00

CITY OF MISHAWAKA  
2016 BUDGET

PARK AND RECREATION NON-REVERTING  
214-50

3 OTHER SERVICES AND CHARGES

Professional Services

436-90	Animal Control	<u>15,000.00</u>	15,000.00
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4 CAPITAL OUTLAYS

Improvements Other than Buildings

443-94	Softball Field/Diamond Improve.	10,000.00	
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443-99	Merrifield Improvements	10,000.00	
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Machinery and Equipment

444-12	Golf Course	<u>115,000.00</u>	
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135,000.00

150,000.00

CITY OF MISHAWAKA  
2016 BUDGET

LAW ENFORCEMENT CONTINUING EDUCATION  
210-50

2 SUPPLIES

Operating Supplies

422-01 Operating Supplies 30,000.00

422-36 Ammunition 25,000.00

55,000.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03 Travel and Training 20,000.00

20,000.00

4 CAPITAL OUTLAYS

Machinery and Equipment

445-08 Equipment/Vests 45,000.00

45,000.00

120,000.00

RAINY DAY PUBLIC SAFETY  
246-50

4 CAPITAL OUTLAYS

Machinery and Equipment

445-08 Police Equipment 2,519.00

2,519.00

CITY OF MISHAWAKA  
2016 BUDGET

PUBLIC SAFETY  
211-50

3 OTHER SERVICES AND CHARGES

Professional Services

431-09 Clinic Services 358,306.00  
431-11 New Hire Physicals - Police/Fire 52,000.00

Communication and Transportation

432-03 Travel and Training - Fire 25,000.00

Repairs and Maintenance

436-01 Radio System Maintenance Contract 505,000.00  
436-90 Service Contract - Police/Fire 250,000.00

Other Services and Charges

438-01 Fire Station Lease Payment 326,847.00  
438-01 Fire Truck Lease Payment 66,200.00  
439-95 PSAP 370,000.00

1,953,353.00

4 CAPITAL OUTLAYS

Improvements Other than Building

443-93 Fire Dept Improvements 40,500.00

Machinery and Equipment

445-05 Modems 220,000.00  
445-08 Police Equipment 81,500.00  
445-09 Police Cars - with equipment 280,000.00  
445-13 Fire Department Equipment 90,000.00

712,000.00

2,665,353.00

CITY OF MISHAWAKA  
2016 BUDGET

CUMULATIVE CAPITAL DEVELOPMENT  
417-50

3 OTHER SERVICES AND CHARGES			
<u>Repairs and Maintenance Supplies</u>			
436-90 Service Contracts/Software Maintenance	<u>325,000.00</u>		325,000.00
4 CAPITAL OUTLAYS			
<u>Machinery and Equipment</u>			
445-11 Computer Equipment/Software	225,000.00		
Permitting Software	<u>100,000.00</u>		
			<u>325,000.00</u>
			<u>650,000.00</u>

CUMULATIVE SEWER FUND  
432-50

3 OTHER SERVICES AND CHARGES			
<u>Professional Services</u>			
431-04 Professional Services	<u>250,000.00</u>		250,000.00
4 CAPITAL OUTLAYS			
<u>Improvements Other than Buildings</u>			
445-21 Storm/Sanitary Reconstruction	<u>250,000.00</u>		
			<u>250,000.00</u>
			<u>500,000.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

CEDIT  
430-50

2 SUPPLIES			
<u>Operating Supplies</u>			
422-01	Operating Supplies	50,000.00	
 <u>Repair and Maintenance Supplies</u>			
423-01	Street Material/Dust Control	150,000.00	
 <u>Other Supplies</u>			
429-17	Landscaping Supplies/Chemicals	125,000.00	
429-91	Salt	<u>250,000.00</u>	
			575,000.00
3 OTHER SERVICES AND CHARGES			
<u>Professional Services</u>			
431-04	Chamber of Commerce	50,000.00	
	Work One - SMART	25,000.00	
431-06	Consulting	200,000.00	
431-09	Clinic Services	407,166.00	
436-01	City Maintenance	250,000.00	
436-90	Engineering Maintenance	100,000.00	
436-93	Signal Maintenance	100,000.00	
 <u>Other Services and Charges</u>			
439-95	PSAP	<u>370,000.00</u>	
			1,502,166.00
4 CAPITAL OUTLAYS			
<u>Improvements Other than Buildings</u>			
442-01	Paving	300,000.00	
442-04	Sidewalk and Curb Program	300,000.00	
442-11	Mary Gibbard	500,000.00	
443-99	Pool Liner	350,000.00	
 <u>Machinery and Equipment</u>			
444-12	Park Equipment	170,000.00	
445-02	MVH Equipment	240,000.00	
445-06	Central Services Equipment	120,000.00	
 <u>Other Capital Outlays</u>			
445-17	Park Capital Improvement Plan- Twin Branch	<u>250,000.00</u>	
			<u>2,230,000.00</u>
			<u>4,307,166.00</u>

CITY OF MISHAWAKA  
2016 BUDGET

FIRE PENSION  
702-50

1 PERSONAL SERVICES

Salaries and Wages

411-02 Secretary Salary 3,000.00

Pension Board Members  
5 @ 750.00 per yr 3,750.00

411-05 Pension Benefits 2,198,000.00

411-07 Death Benefits 60,000.00

2,264,750.00

2 SUPPLIES

Office Supplies

429-09 Misc Supplies 1,000.00

1,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-01 Legal Fees 2,000.00

Communication and Transportation

432-03 Travel and Training 500.00

Repairs and Maintenance

436-01 Equipment Repair 500.00

3,000.00

2,268,750.00



CITY OF MISHAWAKA  
2016 BUDGET

POLICE PENSION  
703-50

1 PERSONAL SERVICES		
<u>Salaries and Wages</u>		
411-02	Secretary Salary	3,000.00
411-05	Pension Benefits	1,422,000.00
411-07	Funeral Benefits	<u>60,000.00</u>
		1,485,000.00
3 OTHER SERVICES AND CHARGES		
<u>Professional Services</u>		
431-01	Legal Fees	2,500.00
<u>Communication and Transportation</u>		
432-03	Travel and Training	<u>450.00</u>
		<u>2,950.00</u>
		<u>1,487,950.00</u>

Expenditure Budget Comparison General Fund					
Department	2015 Budget	2016 Budget	\$ Change	% Change	% of 2016 Total Budget
Mayor	159,793	161,740	1,947	1.2%	0.31%
Controller	4,297,705	6,795,911	2,498,206	58.1%	12.84%
Clerk	165,917	167,183	1,266	0.8%	0.32%
Human Resources	137,259	137,578	319	0.2%	0.26%
IT	311,307	348,113	36,806	11.8%	0.66%
Law	184,775	193,987	9,212	5.0%	0.37%
Council	110,201	111,462	1,261	1.1%	0.21%
Engineering	320,495	328,542	8,047	2.5%	0.62%
Code	304,707	307,341	2,634	0.9%	0.58%
Building	201,602	203,556	1,954	1.0%	0.38%
Fire	11,152,837	11,423,440	270,603	2.4%	21.58%
Police	10,655,793	10,682,404	26,611	0.2%	20.18%
Planning	209,978	216,468	6,490	3.1%	0.41%
CMP/Central Services	1,916,809	1,933,240	16,431	0.9%	3.65%
Redevelopment	440,602	436,319	(4,283)	-1.0%	0.82%
Cemetery	25,000	25,000	-	0.0%	0.05%
Recycling	20,000	20,000	-	0.0%	0.04%
<b>Fund Totals</b>	<b>30,614,780</b>	<b>33,492,284</b>	<b>2,877,504</b>	<b>9.4%</b>	<b>63.3%</b>

Civil City Budget Comparison All Appropriated Funds					
Fund	2015 Budget	2016 Budget	\$ Change	% Change	% of 2016 Total Budget
General	30,614,780	33,492,284	2,877,504	9.4%	63.28%
Park and Recreation	3,258,974	3,335,944	76,970	2.4%	6.30%
Other Operating Funds					
Law Enforcement Con't E	50,000	120,000	70,000	140.0%	0.23%
Park Non - Reverting	166,000	150,000	(16,000)	-9.6%	0.28%
Public Safety	3,146,813	2,665,353	(481,460)	-15.3%	5.04%
Rainy Day Public Safety	-	2,519	2,519	0.0%	0.00%
Pension Funds					
Fire Pension	2,285,750	2,268,750	(17,000)	-0.7%	4.29%
Police Pension	1,467,108	1,487,950	20,842	1.4%	2.81%
MVH Funds					
Local Road & Street	500,000	500,000	-	0.0%	0.94%
Motor Vehicle Highway	3,330,760	3,446,950	116,190	3.5%	6.51%
Cumulative Sewer	500,000	500,000	-	0.0%	0.94%
Capital Fund					
Cum. Cap. Development	225,000	650,000	425,000	188.9%	1.23%
Cumulative Fire	15,000	-	(15,000)	-100.0%	0.00%
CEDIT	4,404,166	4,307,166	(97,000)	-2.2%	8.14%
Bond & Lease Funds					
Municipal Bond					
<b>Gross Totals</b>	<b>49,964,351</b>	<b>52,926,916</b>	<b>2,962,565</b>	<b>5.93%</b>	
Internal Service Charges:					
Operating Transfers:					
<b>Net Totals</b>	<b>49,964,351</b>	<b>52,926,916</b>	<b>2,962,565</b>	<b>5.93%</b>	<b>100.00%</b>

Civil City Budget Comparison By Category Appropriated Funds - with Adjustments					
Department	2015 Budget	2016 Budget	\$ Change	% Change	Total Budget
100 - Personal Services	34,491,285	34,838,488	347,203	1.0%	65.82%
200 - Supplies	3,212,950	2,963,500	(249,450)	-7.8%	5.60%
300 - Other Services & Charge	7,497,644	8,425,409	927,765	12.4%	15.92%
400 - Capital Outlays	4,762,472	6,699,519	1,937,047	40.7%	12.66%
<b>Fund Totals</b>	<b>49,964,351</b>	<b>52,926,916</b>	<b>2,962,565</b>	<b>5.93%</b>	<b>100.00%</b>

RESOLUTION NO. 2015-06

A RESOLUTION OF THE  
UTILITIES BOARD  
OF THE CITY OF MISHAWAKA, INDIANA

APPROVING A BUDGET FOR THE FINANCIAL NEEDS OF  
MISHAWAKA UTILITIES FOR THE CALENDAR YEAR 2016

WHEREAS, Mishawaka Ordinance 2580 designates the Board of Public Works and Safety of the City of Mishawaka as the city's Utility Board, with responsibility for control and operation of Mishawaka Utilities; and

WHEREAS, IC 8-1.5-3-4 provides that the utility control board shall submit a budget of its financial needs for the next year to the municipal legislative body; and

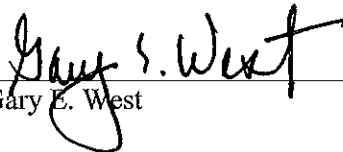
WHEREAS, Mishawaka Utilities management has submitted the attached budget of its 2016 financial needs for the Electric Division, Water Division and Wastewater Division including the Sewer Maintenance Department, as well as Support Services needs, to the Utilities Board for review and approval;

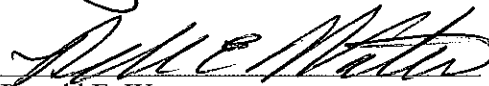
NOW, THEREFORE, BE IT RESOLVED BY THE UTILITY BOARD OF THE CITY OF MISHAWAKA, INDIANA, that:


1. The Board hereby approves and confirms the attached budget of Mishawaka Utilities' financial needs, to take effect on January 1, 2016.
2. The approved budget shall be forwarded and submitted to the Common Council of the City of Mishawaka.

PASSED by the Utilities Board of the City of Mishawaka, Indiana, on this 24<sup>th</sup> day of November, 2015.

UTILITIES BOARD  
Mishawaka, Indiana

  
\_\_\_\_\_  
Gary E. West

  
\_\_\_\_\_  
Ronald E. Watson

  
\_\_\_\_\_  
Kenneth B. Pfince

ATTEST:

  
\_\_\_\_\_  
Kari Myers, Clerk of the Board

# **Mishawaka Utilities**

## **2016 Budget**

**MISHAWAKA ELECTRIC UTILITY  
COMPARATIVE BUDGET-OPERATING REVENUE**

1:30 PM11/17/2015

	<b>2015 Budget</b>	<b>2015 Estimated</b>	<b>2016 Budget</b>
<b>OPERATING REVENUE:</b>			
Residential Sales	\$18,500,000	\$18,071,323	\$18,500,000
Customer Charge	2,400,000	\$2,303,561	\$2,400,000
Commercial Sales	4,700,000	\$4,358,424	\$4,700,000
Commercial Heating	854,870	\$474,474	\$600,000
Commercial Power	30,900,000	\$30,496,103	\$30,900,000
Municipal Sales	1,500,000	\$1,356,255	\$1,500,000
Municipal Street Lighting	425,000	\$430,418	\$425,000
Outdoor Protective Lighting	204,000	\$202,578	\$204,000
Cablevision	2,030	\$2,028	\$2,030
I&M Cost Adjustment Revenue	0	\$600,000	\$2,400,000
Penalty	250,000	\$217,256	\$250,000
Interest Income	1,800	\$8,735	\$1,800
Miscellaneous Revenues	1,000,000	\$434,541	\$1,000,000
<b>Total Operating Revenues</b>	<b>\$60,737,700</b>	<b>\$58,955,694</b>	<b>\$62,882,830</b>
 Purchased Power	 (\$43,500,000)	 (\$46,281,072)	 (\$48,000,000)
<b>Net Revenue</b>	<b>\$17,237,700</b>	<b>\$12,674,622</b>	<b>\$14,882,830</b>
<b>% of Revenue</b>	<b>28.4%</b>	<b>21.5%</b>	<b>23.7%</b>

**MISHAWAKA ELECTRIC UTILITY  
COMPARATIVE BUDGET-OPERATING EXPENSES**

1:30 PM11/17/2015

	<b>2015 Budget</b>	<b>2015 Estimated</b>	<b>2016 Budget</b>
<b>OPERATING EXPENSES:</b>			
Salaries & Wages	\$2,670,750	\$2,523,128	\$2,753,760
Social Security Taxes	204,312	\$193,020	210,663
Pension Benefits	425,243	\$403,200	425,243
Fringe Benefits	1,103,374	\$1,021,191	1,174,369
Structures	15,000	\$13,655	15,000
Substation Equipment	41,000	\$62,765	47,000
Overhead Lines	90,000	\$53,895	90,000
Underground Lines	100,000	\$20,987	50,000
Transformers	15,000	\$1,643	5,000
Street Lights	50,000	\$53,250	50,000
Meters, Meter Testing	30,000	\$25,308	25,000
General Equipment/Services	85,000	\$80,851	85,000
Stores Equipment	1,000	\$0	1,000
Uniforms, Safety Equipment	50,000	\$99,584	90,000
Plant Operation Expense	135,000	\$200,000	140,000
Computer Expenses	20,000	\$11,123	15,000
Distribution Construction	15,000	\$20,500	15,000
Small Tools Equipment/Repair	54,000	\$65,000	50,000
Transportation Expense	120,000	\$117,669	125,000
Office Supplies/Equipment	5,000	\$9,980	5,000
Motorola Lease	74,395	\$74,400	77,403
Legal/Professional Fees	75,000	\$35,516	75,000
Consulting Expense	2,500	\$0	2,500
Apprentice Program	25,000	\$1,329	25,000
Education/Travel	25,000	\$27,327	30,000
Dues, Fees, Subscriptions	40,000	\$44,802	40,000
Insurance - Property, Auto, WC	192,000	\$192,000	195,800
Contracted Services - Line Clearing	225,000	\$225,000	225,000
Contracted Services - OH Lines	325,000	\$372,933	300,000
Contracted Services - UG Lines	150,000	\$469,733	350,000
Contracted Services - Substations	303,000	\$208,355	293,000
Indiana Gross Income Tax	809,750	\$790,923	900,000
PiLoT	529,732	\$529,728	541,030
Transfer to City	1,000,000	\$1,000,000	1,000,000
<b>Total Operating Expenses</b>	<b>\$9,006,056</b>	<b>\$8,948,790</b>	<b>\$9,426,768</b>
% of Revenue	14.8%	15.2%	15.0%
<b>Support Services Allocation</b>	<b>\$1,598,584</b>	<b>\$1,335,725</b>	<b>\$1,736,247</b>
% of Revenue	2.6%	2.3%	2.8%
<b>Total Net Expense</b>	<b>\$10,604,640</b>	<b>\$10,284,514</b>	<b>\$11,163,015</b>
% of Revenue	17.5%	17.4%	17.8%

**MISHAWAKA ELECTRIC UTILITY  
COMPARATIVE BUDGET-CAPITAL EXPENDITURES**

1:30 PM11/17/2015

	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<b>CAPITAL EXPENDITURES:</b>			
Structures/Improvements	\$180,000	\$6,240	\$150,000
Substation Equipment	285,000	\$89,064	893,000
Transformers	500,000	\$161,726	500,000
Distribution Lines	1,200,000	\$640,051	1,200,000
Meters	60,000	\$50,916	261,250
Office Furniture, Equipment	10,000	\$0	5,000
Computer Equipment/GIS	148,500	\$37,178	75,000
Transportation Equipment	177,000	\$292,558	350,000
Power Operated Equipment	240,000	\$0	80,000
Tools/Garage/Shop Equipment	0	\$0	10,000
Testing Equipment	0	\$0	10,000
Fiber Optic Network & Communications Equip	50,000	\$0	0
Move Pole Yard/Training Center	50,000	\$0	0
		\$0	
Total Capital Expenditures	<u>\$2,900,500</u>	<u>\$1,277,733</u>	<u>\$3,534,250</u>
% of Revenue	4.8%	2.2%	5.6%

**MISHAWAKA ELECTRIC UTILITY  
COMPARATIVE BUDGET-DIVISION SUMMARY**

1:30 PM11/17/2015

	<u>2015 Budget</u>	<u>2015 Estimated</u>	<u>2016 Budget</u>
Gross Revenue	\$60,737,700	\$58,955,694	\$62,882,830
Less: Purchased Power	<u>(43,500,000)</u>	<u>(46,281,072)</u>	<u>(48,000,000)</u>
Net Revenue	<u>\$17,237,700</u>	<u>\$12,674,622</u>	<u>\$14,882,830</u>
% of Gross Revenue	28.4%	21.5%	23.7%
Net Expense	\$10,604,640	\$10,284,514	\$11,163,015
Capital	<u>2,900,500</u>	<u>1,277,733</u>	<u>3,534,250</u>
Total Net Budget	<u>\$13,505,140</u>	<u>\$11,562,247</u>	<u>\$14,697,265</u>
% of Gross Revenue	22.2%	19.6%	23.4%
Net Surplus/Deficit	<u>\$3,732,561</u>	<u>\$1,112,375</u>	<u>\$185,565</u>
% of Gross Revenue	6.1%	1.9%	0.3%



**MISHAWAKA WATER UTILITY  
COMPARATIVE BUDGET-OPERATING REVENUE**

	<b>2015 Budget</b>	<b>2015 Estimated</b>	<b>2016 Budget</b>
<b>OPERATING REVENUE:</b>			
Unmetered Sales	\$3,300	\$3,848	\$4,200
Residential Metered Sales	3,155,000	\$2,881,094	3,310,000
Commercial Metered Sales	3,370,000	\$2,743,742	2,985,000
Public Fire Protection	502,000	\$493,836	525,000
Private Fire Protection	1,320,000	\$1,173,834	1,320,000
Other Sales/Public Authorities	271,000	\$242,561	288,000
Penalty	40,500	\$40,647	49,992
Interest Income	3,996	\$19,401	19,992
Water Tower Attachments	32,500	\$142,782	50,737
Miscellaneous Revenue	259,600	\$196,926	300,000
<b>Total Operating Revenues</b>	<b><u>\$8,957,896</u></b>	<b><u>\$7,938,669</u></b>	<b><u>\$8,852,921</u></b>
 Advances/Construction	 \$500,000	 \$614,138	 \$700,000
<b>Total Operating Revenues</b>	<b><u>\$9,457,896</u></b>	<b><u>\$8,552,807</u></b>	<b><u>\$9,552,921</u></b>

**MISHAWAKA WATER UTILITY  
COMPARATIVE BUDGET-OPERATING EXPENSES**

	<b>2015 Budget</b>	<b>2015 Estimated</b>	<b>2016 Budget</b>
<b>OPERATING EXPENSES:</b>			
Salaries & Wages	\$1,568,634	\$1,592,600	\$1,633,500
Social Security Taxes	120,000	\$120,693	124,962
Pension Benefits	259,904	\$252,000	272,200
Fringe Benefits	679,000	\$624,744	718,455
Electricity	650,000	\$513,101	700,000
Natural Gas Purchases	70,000	\$38,919	70,000
Chemicals/Water Treatment	250,000	\$196,238	250,000
Materials & Supplies	304,200	\$301,979	337,000
Contractual Svcs/Accounting	4,000	\$0	3,000
Contractual Svcs/Legal	4,000	\$0	3,000
Contractual Svcs/Professional	595,000	\$719,418	650,000
Equipment Rental	5,000	\$0	7,000
Transportation Expense	150,000	\$52,718	100,000
Insurance: Property, Auto, WC	173,000	\$173,000	176,500
Motorola Lease	64,606	\$64,606	67,218
Education/Travel	6,000	\$3,480	6,000
Dues, Fees, Subscriptions	35,000	\$27,540	38,000
Indiana Gross Income Tax	115,000	\$114,697	100,000
PiLoT	607,028	\$607,028	597,790
Debt Service	2,013,390	\$2,013,390	2,015,372
Miscellaneous Expenses	28,413	\$10,898	0
<b>Total Operating Expenses</b>	<b>\$7,702,175</b>	<b>\$7,427,046</b>	<b>\$7,869,997</b>
% of Revenue	81.4%	86.8%	82.4%
<b>Support Services Allocation</b>	<b>\$799,292</b>	<b>\$724,293</b>	<b>\$868,124</b>
% of Revenue	8.5%	8.5%	9.1%
<b>Total Net Expense</b>	<b>\$8,501,467</b>	<b>\$8,151,339</b>	<b>\$8,738,121</b>
% of Revenue	89.9%	95.3%	91.5%

**MISHAWAKA WATER UTILITY  
COMPARATIVE BUDGET-CAPITAL EXPENDITURES**

	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
<b>CAPITAL EXPENDITURES:</b>			
Structures & Improvements	\$25,000	\$9,650	\$100,000
Wells & Springs/Supply Mains	30,000	\$0	25,000
Pumping Equipment	100,000	\$0	45,000
Water Treatment Equipment	52,000	\$23,899	37,000
Trans/Distribution Mains	175,000	\$61,415	160,000
Meters/Meter Installations	125,000	\$122,894	135,000
Hydrants	30,000	\$21,985	30,000
Other Plt & Misc. Equip-Water Treat	25,000	\$0	25,000
Office Furn/Equip/Computer	5,000	\$1,500	5,000
Transportation Equipment	25,000	\$0	80,000
Tools, Shop, Garage	25,000	\$0	25,000
Laboratory Equipment	20,000	\$0	10,000
Power Operated Equipment	0	\$0	67,000
Communication Equipment	5,000	\$0	5,000
Miscellaneous Equipment	8,000	\$0	7,000
<b>Total Capital Expenditures</b>	<b>\$650,000</b>	<b>\$241,343</b>	<b>\$756,000</b>
<b>% of Revenue</b>	<b>6.9%</b>	<b>2.8%</b>	<b>7.9%</b>

**MISHAWAKA WATER UTILITY  
COMPARATIVE BUDGET-DIVISION SUMMARY**

	<u>2015 Budget</u>	<u>2015 Estimated</u>	<u>2016 Budget</u>
Gross Revenue	<u>\$9,457,896</u>	<u>\$8,552,807</u>	<u>\$9,552,921</u>
Net Expense	\$8,501,467	\$8,151,339	\$8,738,121
Capital	<u>650,000</u>	<u>241,343</u>	<u>756,000</u>
Total Net Budget	<u>\$9,151,467</u>	<u>\$8,392,682</u>	<u>\$9,494,121</u>
% of Gross Revenue	96.8%	98.1%	99.4%
Net Surplus/Deficit	<u>\$306,429</u>	<u>\$160,125</u>	<u>\$58,801</u>
% of Gross Revenue	3.2%	1.9%	0.6%

**MISHAWAKA WASTEWATER UTILITY  
COMPARATIVE BUDGET - OPERATING REVENUE**

1:31 PM11/17/2015

	<b>2015 Budget</b>	<b>2015 Estimated</b>	<b>2016 Budget</b>
<b>OPERATING REVENUE:</b>			
Commercial/Industrial Sales	\$6,209,275	\$5,899,022	\$5,900,000
Residential Sales	5,970,276	\$5,935,091	5,935,090
Municipal Sales	297,000	\$270,615	270,615
Commercial Pretreatment Sales	97,241	\$89,070	89,070
Industrial Pretreatment Sales	24,569	\$28,205	28,205
Municipal Pretreatment Sales	2,399	\$2,087	2,087
Penalty	187,000	\$179,705	179,705
Penalty/Pretreatment	689	\$494	494
Interest Income	45,000	\$44,429	44,289
Connection Fees	84,502	\$61,610	57,672
Inspection Fees	807	\$0	3,938
T. I. F. Credit	3,360,000	\$3,360,000	3,360,000
Miscellaneous Revenue	12,000	\$3,738	3,738
Transfer	0	\$0	1,200,000
<b>Total Operating Revenues</b>	<b>\$16,290,758</b>	<b>\$15,874,062</b>	<b>\$17,074,903</b>

**MISHAWAKA WASTEWATER UTILITY  
COMPARATIVE BUDGET - OPERATING EXPENSES**

1:31 PM11/17/2015

	2015 Budget	2015 Estimated	2016 Budget
<b>OPERATING EXPENSES:</b>			
Salaries & Wages	\$1,398,414	\$1,381,314	\$1,439,844
Social Security Taxes	106,979	\$105,671	110,148
Pension Benefits	241,413	\$222,600	241,860
Fringe Benefits	659,465	\$609,326	700,724
Operation Supplies/Maintenance	60,000	\$62,192	60,000
Electricity	500,000	\$450,555	450,000
Natural Gas	80,000	\$73,148	70,000
Water	90,000	\$69,347	80,000
Lab Supplies/Equipment	27,000	\$27,162	27,000
Outside Lab Analysis	13,000	\$10,721	13,000
Hypochlorite Solution	50,000	\$37,524	35,000
Sodium Bisulfite	50,000	\$50,237	50,000
Polymer	80,000	\$82,841	80,000
Ferrous Chloride & Parts	50,000	\$36,246	40,000
Transportation Expense	10,000	\$7,751	10,000
Pretreatment Materials	1,000	\$33	500
Disinfection Equipment	3,000	\$6,750	3,000
Digester System	10,000	\$3,146	7,000
Primary Tank	5,000	\$4,538	5,000
Secondary Tank	5,000	\$1,253	2,500
Grit System	5,000	\$5,658	5,000
Screening Equipment	5,000	\$3,728	4,000
Blowers	1,000	\$585	2,000
Pumps & Motors	20,000	\$11,502	15,000
Buildings & Grounds	25,000	\$30,780	25,000
Equipment	15,000	\$1,436	8,000
Sludge Thickening	2,500	\$3,473	2,500
Biosolids Dewatering	7,500	\$26,535	15,000
Biosolids Land Application	100,000	\$56,169	90,000
Lift Station Maintenance	10,000	\$21,576	10,000
SCADA - Telemetry System	25,000	\$150	10,000
Office Supplies/Equipment Maint.	5,000	\$3,896	5,000
Permit Fees	14,750	\$11,700	14,750
Legal/Professional/Contract Svcs	150,000	\$149,176	125,000
Safety Equipment/Expense	3,000	\$4,913	3,000
Education /Travel / Dues & Fees	11,000	\$2,495	11,000
Uniforms	10,000	\$8,472	10,000
Motorola Lease	17,620	\$16,044	18,332
Property Insurance	196,500	\$196,500	200,400
Debt Service	6,937,732	\$7,261,674	6,902,641
PiLoT	1,546,525	\$1,546,524	1,671,763
Miscellaneous General Expense	4,000	\$6,209	5,000
<b>Total Operating Expenses</b>	<b>\$12,552,398</b>	<b>\$12,611,542</b>	<b>\$12,578,962</b>
<i>% of Revenue</i>	77.1%	79.4%	73.7%
<b>Support Services Allocation</b>	<b>\$799,292</b>	<b>\$724,293</b>	<b>\$868,124</b>
<i>% of Revenue</i>	4.9%	4.6%	5.1%
<b>Total Net Expenses</b>	<b>\$13,351,690</b>	<b>\$13,335,835</b>	<b>\$13,447,086</b>
<i>% of Revenue</i>	82.0%	84.0%	78.8%

**SEWER MAINTENANCE DEPARTMENT  
OPERATING EXPENSES**

1:31 PM11/17/2015

	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
<b>OPERATING EXPENSES:</b>			
Salaries & Wages	\$754,007	\$752,208	\$840,756
Social Security Taxes	57,644	\$55,911	64,317
PERF	106,999	\$105,450	119,380
Health/Life/ Insurance/EAP	377,045	\$356,285	421,885
Insurance - Workers Comp	40,596	\$40,596	41,400
Uniform Expense	6,500	\$6,281	8,800
Equipment Maintenance	40,000	\$31,931	45,000
Transportation Expense	50,000	\$26,616	50,000
Pipe Lining/Rehab	680,000	\$0	680,000
Sewer Line Maintenance	250,000	\$100,964	275,000
Education/Travel	10,000	\$1,866	12,000
Dues/Fees/Subscriptions	100	\$0	100
Motorola Lease	13,704	\$13,704	14,258
Equipment Rental	500	\$0	500
Office Supplies/Equipment	2,500	\$1,118	3,000
Safety Equipment	3,000	\$579	3,000
Tools	1,500	\$717	1,500
Buildings & Grounds/Utilities	7,000	\$8,109	12,000
Miscellaneous Expense	6,500	\$0	6,500
Technology	15,000	\$6,399	10,000
<b>Total Operating Expenses</b>	<b>\$2,422,595</b>	<b>\$1,502,333</b>	<b>\$2,609,396</b>
<b>% of Revenue</b>	<b>14.9%</b>	<b>9.5%</b>	<b>15.3%</b>

**SEWER MAINTENANCE DEPARTMENT  
CAPITAL EXPENDITURES**

1:31 PM11/17/2015

	<b>2015 Budget</b>	<b>2015 Actual</b>	<b>2016 Budget</b>
<b>CAPITAL EXPENDITURES:</b>			
Equipment Purchased	\$65,000	\$55,705	\$0
Machinery & Equipment	0.00	\$0	0.00
Camera Equipment	0.00	\$0	0.00
Sewer Repair/Replace	100,000.00	\$21,932	350,000.00
Transportation Equipment	0.00	\$0	0.00
Office Equipment	0.00	\$0	0.00
Moving Expense	9,000.00	\$0	0.00
	\$0	\$0	
Total Capital Expenditures	<u>\$174,000</u>	<u>\$77,637</u>	<u>\$350,000</u>
Total Sewer Dept Expenses	<u>\$2,596,595</u>	<u>\$1,579,970</u>	<u>\$2,959,396</u>
% of Wastewater Revenue	15.9%	10.0%	17.3%



**MISHAWAKA WASTEWATER UTILITY  
COMPARATIVE BUDGET - CAPITAL EXPENDITURES**

1:31 PM11/17/2015

	<b>2015 Budget</b>	<b>2015 Estimated</b>	<b>2016 Budget</b>
<b>CAPITAL EXPENDITURES:</b>			
Lift Station Structures	0	\$90,603	200,000
Plant Structures and Improvements	50,000	\$0	0
Digester Mechanism	0	\$0	0
Primary Tank Mechanism	90,000	\$90,000	100,000
Secondary Tank Mechanism	0	\$0	320,000
Laboratory Equipment	0	\$0	0
Pretreatment Equipment	0	\$0	0
Plant Auxiliary Equipment	0	\$0	0
Safety Equipment	50,000	\$0	35,000
Computer Equipment	0	\$0	0
Computer Software	15,000	\$0	0
Transportation Equipment	0	\$0	0
<b>Total Capital Expenditures</b>	<b><u>\$205,000</u></b>	<b><u>\$180,603</u></b>	<b><u>\$655,000</u></b>
<b>% of Revenue</b>	<b>1.3%</b>	<b>1.1%</b>	<b>3.8%</b>

**MISHAWAKA WASTEWATER UTILITY  
COMPARATIVE BUDGET - DIVISION SUMMARY**

1:31 PM11/17/2015

	<u>2015 Budget</u>	<u>2015 Estimated</u>	<u>2016 Budget</u>
Gross Revenue	<u>\$16,290,758</u>	<u>\$15,874,062</u>	<u>\$17,074,903</u>
Wastewater Operating Expenses	\$13,351,690	\$13,335,835	\$13,447,086
Sewer Operating Expenses	<u>2,422,595</u>	<u>1,502,333</u>	<u>2,609,396</u>
Net Expenses	<u>\$15,774,285</u>	<u>\$14,838,168</u>	<u>\$16,056,482</u>
Capital	<u>\$379,000</u>	<u>\$258,240</u>	<u>\$1,005,000</u>
Total Net Budget	<u>\$16,153,285</u>	<u>\$15,096,408</u>	<u>\$17,061,482</u>
% of Gross Revenue	99.2%	95.1%	99.9%
NET Surplus/Deficit	<u>\$137,473</u>	<u>\$777,654</u>	<u>\$13,422</u>
% of Gross Revenue	0.8%	4.9%	0.1%

**MISHAWAKA UTILITIES  
COMPARATIVE BUDGET-SUPPORT SERVICES**

	<b>2015 Budget</b>	<b>2015 Estimated</b>	<b>2016 Budget</b>
<b>OPERATING EXPENSES:</b>			
Salaries & Wages	\$1,515,227	\$1,435,206	\$1,449,500
Social Security Taxes	115,915	\$104,114	110,800
Pension Benefits	265,777	\$252,000	272,200
Fringe Benefits	449,361	\$411,093	472,756
Utilities	34,000	\$32,481	34,000
Telephone	13,500	\$0	3,500
General Office Supplies	6,500	\$7,685	6,500
Office Forms	30,000	\$29,336	30,000
Invoice Cloud Expenses	9,600	\$7,232	7,500
Termnet	42,000	\$38,673	39,000
AnswerNet	9,060	\$9,927	10,000
General Office Expenses	24,600	\$21,407	24,660
Miscellaneous Equipment Expenses	6,000	\$13,073	6,000
Postage	160,000	\$108,327	155,000
Cashier Shortages/Overages	100	\$64	100
Legal/Professional Services	8,000	\$11,615	10,000
Education & Travel	5,000	\$2,243	5,000
Computer Expenses	8,000	\$10,377	5,500
Utility Promotion Expense	12,500	\$10,986	12,500
City Contract - HR	96,020	\$66,358	68,789
City Contract - Controller	144,853	\$144,853	146,205
Hardware Maintenance Contracts	8,000	\$5,382	6,000
Software Maintenance Contracts	20,000	\$12,017	6,900
City Contract - IT Dept.	155,654	\$155,654	174,056
Safety Program	8,500	\$7,074	8,500
Employee Clinic	0	\$0	243,528
Lock Box Service	0	\$0	89,000
<b>Total Operating Expenses</b>	<b>\$3,148,167</b>	<b>\$2,897,173</b>	<b>\$3,397,494</b>
<b>% of MU Consolidated Revenue</b>	<b>3.6%</b>	<b>3.5%</b>	<b>3.8%</b>

**MISHAWAKA UTILITIES  
COMPARATIVE BUDGET-CAPITAL EXPENDITURES**

	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
<b>CAPITAL EXPENDITURES:</b>			
Structures & Improvements	0	\$0	65,000
Office Computer Equipment	<u>49,000</u>	<u>\$0</u>	<u>10,000</u>
Total Capital Expenditures	<u><b>\$49,000</b></u>	<u><b>\$0</b></u>	<u><b>\$75,000</b></u>
% of MU Consolidated Revenue	0.1%	0.0%	0.1%

**MISHAWAKA UTILITIES  
COMPARATIVE BUDGET-SUPPORT SERVICES SUMMARY**

	<u>2015 Budget</u>	<u>2015 Estimated</u>	<u>2016 Budget</u>
Net Expenses	\$3,148,167	\$2,897,173	\$3,397,494
Capital	49,000	0	75,000
Total Net Budget	<u>\$3,197,167</u>	<u>\$2,897,173</u>	<u>\$3,472,494</u>
% of MU Consolidated Revenue	3.7%	3.5%	3.9%
Support Services Allocation	<u>2015</u>	<u>2015</u>	<u>2016</u>
<b>Electric @ 50%</b>	<u>\$1,598,584</u>	<u>\$1,448,587</u>	<u>\$1,736,247</u>
<b>Water @ 25%</b>	799,292	724,293	868,124
<b>Wastewater @ 25%</b>	799,292	724,293	868,124
	<u>\$3,197,167</u>	<u>\$2,897,173</u>	<u>\$3,472,494</u>

**MISHAWAKA UTILITIES  
COMPARATIVE BUDGET-CONSOLIDATED**

	<u>2015 Budget</u>	<u>2015 Annualized</u>	<u>2016 Budget</u>
<b>Gross Revenue</b>	<b>\$86,486,354</b>	<b>\$83,382,563</b>	<b>\$89,510,654</b>
<b>Purchased Power</b>	<u>(\$43,500,000)</u>	<u>(\$46,281,072)</u>	<u>(\$48,000,000)</u>
<b>Net Revenue</b>	<u><b>\$42,986,354</b></u>	<u><b>\$37,101,491</b></u>	<u><b>\$41,510,654</b></u>
<b>Net Expense</b>	\$34,880,391	\$33,274,021	\$35,957,617
Capital	<u>3,929,500</u>	<u>1,777,316</u>	<u>5,295,250</u>
<b>Net Budget</b>	<u><b>\$38,809,891</b></u>	<u><b>\$35,051,337</b></u>	<u><b>\$41,252,867</b></u>
% of Gross Revenue	44.9%	42.0%	46.1%
% of Net Revenue	90.3%	94.5%	99.4%
<b>Net Surplus/Deficit</b>	<u><u><b>\$4,176,463</b></u></u>	<u><u><b>\$2,050,154</b></u></u>	<u><u><b>\$257,787</b></u></u>
% of Gross Revenue	4.8%	2.5%	0.3%
% of Net Revenue	9.7%	5.5%	0.6%

PROPOSED ORDINANCE NO. 2015 – 22

ORDINANCE NO. 5499

AN ORDINANCE FIXING THE SALARIES  
OF CERTAIN ELECTED OFFICIALS OF THE CITY OF MISHAWAKA  
FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2016

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF  
MISHAWAKA, INDIANA, THAT:

Section 1. The biweekly salaries of the following elected officials of the City of Mishawaka, Indiana, for the fiscal year beginning January 1, 2016 shall be payable in 26 equal biweekly pay periods beginning January 15, 2016 in the following amounts:

	Biweekly salary
Mayor	\$ 2,897.42
Clerk	2,035.15
Council member	366.09

Section 2. Any prior ordinances in conflict herewith are hereby repealed.

Section 3. This ordinance shall be in full force and effect from and after its publication, passage, signing and due attestation.

PASSED BY THE COMMON COUNCIL of the City of Mishawaka, Indiana, on  
this 19th day of October, 2015, at 7:15 o'clock, p.m.

Dale "Woody" Emmons /s/  
Presiding Officer

ATTEST:

Deborah S. Block /s/  
Deborah S. Block, IAMC, MMC, City Clerk

PRESENTED BY ME to the Mayor this 20<sup>th</sup> day of October, 2015, at 10:20  
o'clock, a.m.

Deborah S. Block /s/  
Deborah S. Block, IAMC, MMC, City Clerk

APPROVED BY ME this 20<sup>th</sup> day of October, 2015, at 11:48 o'clock, a.m

David A. Wood /s/  
David A. Wood, Mayor



**AS AMENDED**  
PROPOSED ORDINANCE NO. 2015 - 23

ORDINANCE NO. 5500

AN ORDINANCE FIXING THE SALARIES OF ALL EMPLOYEES OF THE CITY OF MISHAWAKA EXCEPT, MISHAWAKA PARK DEPARTMENT, ELECTED OFFICIALS AND THE MISHAWAKA UTILITIES FOR THE CITY OF MISHAWAKA, INDIANA, FOR THE YEAR BEGINNING JANUARY 1, 2016.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MISHAWAKA, INDIANA, THAT:

**Section 1.** The biweekly salaries of all employees of the City of Mishawaka except the Mishawaka Park Department, Elected Officials and the Mishawaka Utilities for the year beginning January 1, 2016 and shall be payable in 26 bi-weekly pay periods commencing on January 15, 2016.

**BIWEEKLY SALARY**

MAYOR'S ADMINISTRATIVE ASSISTANT	1,480.12
MAYOR'S SECRETARY	1,235.66
CONTROLLER	2,824.15
DEPUTY CONTROLLER	1,919.93
ACCOUNTANT	1,516.44
PAYROLL CLERK	1,377.60
BOOKKEEPER A	1,411.90
BOOKKEEPER B	1,218.60
BOOKKEEPER C	1,137.38
PURCHASING AGENT	1,427.17
<b>CPA CERTIFICATION FT</b>	<b>192.31</b>
CHIEF DEPUTY CLERK I	1,463.45
CHIEF DEPUTY CLERK II	1,417.77
HR DIRECTOR	2,057.95
ASST DIRECTOR	1,426.51
HR OFFICE MANAGER	1,235.66
DIRECTOR OF IT	2,334.46
SYSTEM SPECIALIST IV SERVER ADMIN.	1,918.42
SYSTEM SPECIALIST IV NETWORK ENG.	1,600.66
SYSTEM SPECIALIST III WEB	1,621.71
SYSTEM SPECIALIST II DESKTOP ENG.	1,542.58
GIS COORDINATOR	1,871.03
CORPORATE COUNSEL/HR DIRECTOR	2,127.95
1 <sup>st</sup> DEPUTY CITY ATTORNEY	2,230.77
2 <sup>nd</sup> DEPUTY ASST CITY ATTORNEY	621.54
PART TIME SECRETARY	288.16
COUNCIL ATTORNEY	621.54

DIRECTOR OF ENGINEERING	2,824.15
ASSISTANT DIRECTOR	2,335.31
TRAFFIC MANAGER	1,920.40
PROJECT MANAGER	1,970.86
CONSTRUCTION COORDINATOR	1,721.47
TECHNICIAN	1,709.93
PROJECT COORDINATOR	1,416.99
LOCATOR/INSPECTOR	1,455.57
OFFICE MANAGER	1,235.66
<b>PE BONUS FT</b>	<b>192.31</b>
IDEM REVIEW BOARD BONUS	153.85
DIRECTOR OF CODE ENFORCEMENT	2,121.23
OFFICE MANAGER	1,235.66
CODE ENF OFFICER A	1,716.92
CODE ENF OFFICER B	1,432.49
BUILDING COMMISSIONER	2,171.62
ASSISTANT BUILDING COMMISSIONER	2,043.42
ADMINISTRATOR	1,254.38
OFFICE MANAGER	1,235.66
INSPECTOR A	2,078.42
INSPECTOR B	1,882.83
FIRE CHIEF	2,631.28
ASSISTANT CHIEF	2,425.52
CHIEF FIRE PREVENTION	2,282.37
BATTALION CHIEF	2,371.60
CAPTAINS	2,255.25
SHIFT SUPERVISOR	2,194.57
LIEUTENANT	2,192.67
FIRE INSPECTOR	2,173.05
PARAMEDIC	2,173.05
DRIVER OPERATOR	2,131.45
MASTER FIREFIGHTER	2,103.09
<b>1<sup>st</sup> CLASS FIREFIGHTER</b>	<b>2,026.19</b>
PROBATION - FF/EMT	1,840.88
FIRE EXECUTIVE SECRETARY	1,246.34
FIRE OFFICE MANAGER	1,235.66
POLICE CHIEF	2,648.18
ASSISTANT CHIEF	2,442.34
CAPTAIN	2,232.99
LIEUTENANT	2,189.99
SERGEANT	2,148.35
1 <sup>st</sup> CLASS PATROLMAN	2,119.99
<b>2<sup>nd</sup> CLASS PATROLMAN</b>	<b>2,043.07</b>
PROBATION	1,856.61
POLICE RECRUIT	1,622.22
PROPERTY MANAGER	1,373.87
EXEC SECRETARY	1,246.34
ADMIN SECRETARY	1,235.66
SERVICES ADMINISTRATOR	1,420.02

PROPERTY CLERK	1,205.47
SECRETARY	1,218.76
PARKING PERSONNEL	1,218.76
CROSSING GUARDS	21 pays@ 341.57

CITY PLANNER	2,698.22
SENIOR PLANNER	1,736.35
ASSOCIATE PLANNER	1,645.72
ADMINISTRATIVE PLANNER	1,463.76
OFFICE MANAGER	1,235.66

DIRECTOR COMMUNITY DEVELOPMENT	2,389.47
TIF CONSTRUCTION MANAGER	2,261.58
PROGRAM CONSTRUCTION MANAGER	2,048.09
PROGRAM COORDINATOR	1,434.55
GRANT MANAGER	1,873.59
GRANT SPECIALIST	1,259.08

CENTRAL SERVICES ASSISTANT	1,921.10
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STREET COMMISSIONER	2,286.64
OFFICE MANAGER	1,235.66
SECRETARY	1,218.76

**BIWEEKLY HOURLY**

PART-TIME HELP	7.25-25.00
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CENTRAL SERVICES: FLEET MAINTENANCE TECHNICIAN	19.91
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CENTRAL SERVICES/MVH: GROUP 1	18.89
GROUP 2	17.87
GROUP 3	17.11
NIGHT BONUS/SHIFT DIFFERENTIAL	.55/.60
PROJECT COORDINATOR	1.00

**ANNUAL/MISC**

FIRE:  
SPECIALTY PAY:

	<u>TIER 1</u>	<u>TIER 2</u>
ADVANCED EMT	1,000	3,000
PARAMEDIC	2,000	4,000
LEAD PARAMEDIC	4,000	6,000

WATER RESCUE/RECOVERY LEADER	1,050
WATER DIVE/RESCUE TEAM MEMBER	950
SELF-CONTAINED BREATHING APPARATUS TEAM TECHNICIAN	1,000
MECHANIC	2,500
INFORMATION TECHNOLOGY	1,500

UNIFORM ALLOWANCE	1,250
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OUT OF RANK PAY:	PER OCCURRENCE
FIREFIGHTER TO DRIVER	10
DRIVER TO OFFICER	25
OFFICER TO HIGHER RANKING OFFICER	25
FIREFIGHTER TO OFFICER	25
FIRE APPARATUS ASSIGNED TO AMBO	30
POLICE:	
IDACS SPECIALIST	370
PARKING PERSONNEL CLOTHING	500
CROSSING GUARD SUBSTITUTE	20 per day
SUMMER SCHOOL CROSS GUARD	20 per day
UNIFORM ALLOWANCE	2,050
EQUIPMENT MAINT ALLOWANCE	271.43
PLAN COMMISSION	600
BZA MEMBER	375

Section 2. The City will contribute the employee portion of 3% to the Public Employees Retirement fund for all employees eligible for participation in the Public Employees Retirement Fund

Section 3. The City will contribute 3% of the employee portion to the 1977 Fire Pension for all employees eligible for participation in the 1977 Fire Pension Fund.

Section 4. The City will contribute 2% of the employee portion to the 1977 Police Pension for all employees eligible for participation in the 1977 Police Pension Fund.

Section 5. Longevity Bonus will be provided annually to the Central Service and Motor Vehicle Highway Teamster employees (as amended). The Longevity Bonus will be offered to the employees as additional pay. The Longevity Bonus shall be payable annually on the first paycheck following each employees anniversary date with the regular payroll. The annual Longevity Bonus will be based on the following schedule. Said schedule is based upon completed years of service.

<u>Years of Service</u>	<u>Annual Increments</u>	<u>Bonus</u>
5	0	150
6	75	225
7	75	300
8	75	375
9	75	450
10	75	525

An additional \$80.00 will be added for each year of service after the 10th year.

Section 6. The Administration may pay up to 15% less than annual salaries listed to new employees during the first twelve month period, except for those public safety salaries which have been negotiated by the Common Council and all other salaries negotiated as part of a Collective Bargaining Agreement.

Section 7. This ordinance shall be in full force and effect from and after its signing and attestation.

PASSED BY THE COMMON COUNCIL of the City of Mishawaka, Indiana, on

This 19th day of October 2015, at 7:19 o'clock, p.m.

Dale "Woody" Emmons /s/  
Presiding Officer

ATTEST:

Deborah S. Block /s/  
Deborah S. Block, IAMC, MMC, City Clerk

PRESENTED BY ME, to the Mayor on this 20th day of October, 2015, at 10:21 o'clock, a.m.

Deborah S. Block /s/  
Deborah S. Block, IAMC, MMC, City Clerk

APPROVED BY ME this 20th day of October, 2015, at 11:48 o'clock, p.m.

David A. Wood /s/  
David A. Wood, Mayor

PROPOSED ORDINANCE NO. 2015 – 46

ORDINANCE NO. 5515

AN ORDINANCE AMENDING ORDINANCE 5500 FIXING THE SALARIES OF ALL EMPLOYEES OF THE CITY OF MISHAWAKA EXCEPT THE SWORN FIRE AND POLICE, MISHAWAKA PARK DEPARTMENT, ELECTED OFFICIALS AND THE MISHAWAKA UTILITIES FOR THE CITY OF MISHAWAKA, INDIANA, FOR THE YEAR BEGINNING JANUARY 1, 2016.

BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF MISHAWAKA, INDIANA, THAT:

**Section 1.** Ordinance number 5500 passed by the Common Council of the City of Mishawaka, Indiana, on the 19<sup>th</sup> of October, 2015 is hereby amended as follows:.

	Bi-Weekly Salary Beginning
<b><u>Planning Department</u></b>	Jan 15, 2016
SENIOR PLANNER/ECON DEVEL SPECIALIST	1,911.23

PASSED BY THE COMMON COUNCIL of the City of Mishawaka, Indiana, on this 21st day of December 2015, at 7:09 o'clock, p.m.

Dale "Woody" Emmons /s/  
Presiding Officer

ATTEST:

Deborah S. Block /s/  
Deborah S. Block, IAMC, MMC, City Clerk

PRESENTED BY ME, to the Mayor on this 22nd day of December, 2015, at 11:30 o'clock, a..m.

Deborah S. Block /s/  
Deborah S. Block, IAMC, MMC, City Clerk

APPROVED BY ME this 22nd day of December, 2015, at 1:01 o'clock, p.m.

David A. Wood /s/  
David A. Wood, Mayor

RESOLUTION NO. 2015-07

A RESOLUTION OF THE  
UTILITIES BOARD  
OF THE CITY OF MISHAWAKA, INDIANA

APPROVING AND CONFIRMING THE SCHEDULE OF COMPENSATION  
FOR CERTAIN EMPLOYEES OF MISHAWAKA UTILITIES AND  
THE SEWER MAINTENANCE DEPARTMENT FOR 2016

WHEREAS, Mishawaka Ordinance 2580 designates the Board of Public Works and Safety of the City of Mishawaka as the city's Utilities Board, with responsibility for control and operation of Mishawaka Utilities; and

WHEREAS, IC 8-1.5-3-4 provides that the utilities control board shall fix the number and compensation of utility employees; and

WHEREAS, Mishawaka Utilities management has submitted the attached schedule of compensation for certain employees for 2016 to the Utilities Board for review and approval; and

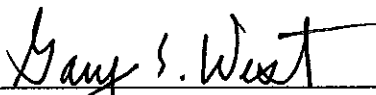
WHEREAS, collective bargaining with Teamsters Local 364 has resulted in the following wage rates for certain employees of the Sewer Maintenance Department, to take effect on January 1, 2016;

NOW, THEREFORE, BE IT RESOLVED BY THE UTILITIES BOARD OF THE CITY OF MISHAWAKA, INDIANA, that:

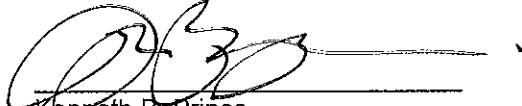
The Board hereby approves and confirms the salaries and wages on the attached schedule, all to take effect on January 1, 2016. For salaried positions, bi-weekly pay for the year beginning January 1, 2016 shall be payable every other week beginning on January 1, 2016 per the attached schedule. For hourly positions, the hourly wage shall apply.

PASSED by the Utilities Board of the City of Mishawaka, Indiana, on this 24<sup>th</sup> day of November, 2015.

UTILITIES BOARD  
Mishawaka, Indiana

  
\_\_\_\_\_  
Gary E. West

  
\_\_\_\_\_  
Ronald E. Watson

  
\_\_\_\_\_  
Kenneth B. Prince

ATTEST:

  
\_\_\_\_\_  
Kari Myers, Clerk of the Board

**MISHAWAKA UTILITIES  
2016 WAGE SCHEDULE  
Salaried, Full Time, Non-Union Employees**

<b>ELECTRIC DIVISION</b>	<b>Biweekly Pay</b>
Division Manager	2,972.16
Superintendent	2,727.88
Chief Engineer	2,703.52
Construction Foreman	2,605.71
Substation Supervisor	2,223.29
Project Manager	2,210.46
Operations Coordinator	1,926.29
Senior Engineering Assistant	1,920.71
Substation Technician	1,883.26
Engineering Assistant	1,879.09
Project Coordinator	1,748.12
Office Coordinator	1,369.92
<b>METERING DEPARTMENT</b>	
Manager	2,359.29
<b>WATER DIVISION</b>	
Division Manager	2,803.67
Assistant Manager	2,382.50
Water Quality Supervisor	2,213.93
Distribution System Supervisor	2,213.93
Meter/Backflow Supervisor	2,213.93
Operations Coordinator	2,061.09
Quality Control Technician	1,993.54
Quality Control Assistant	1,548.95
GIS Coordinator	1,920.71
Telemetry Technician	1,993.54
Well Head Protection Coordinator	1,993.54
Project Coordinator	1,458.88
<b>WASTEWATER DIVISION</b>	
Division Manager	2,803.68
Assistant Manager	2,382.47
Operations Manager	2,270.09
Chief Chemist	2,170.76
Maintenance Manager	2,106.01
Project Manager	2,106.00
Chemist	2,006.13
Project Coordinator	1,458.87



## SEWER MAINTENANCE DEPARTMENT

Manager	2,242.42
MS4 Coordinator	1,907.23
Sewer Assistant Manager	1,872.00
Office Coordinator	1,370.04
Senior Secretary	1,337.30
Locates/Permit Coordinator	1,290.58

## SEWER MAINTENANCE DEPARTMENT - HOURLY

Advanced Operator	21.78
GIS Coordinator	21.07
Repairman	20.85
Utility Operator	20.39
General Laborer II	18.88
General Laborer I	18.69

## ALL DIVISIONS

## Biweekly Pay

Skilled Temporary Help Summer/Seasonal	\$7.25-\$25.00
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## SUPPORT STAFF

General Manager	3,069.13
Business Office Manager	2,466.36
DP Supervisor	1,904.54
Staff Consultant	1,837.40
Safety Coordinator	1,847.15
AS/400 Specialist	1,736.05
Network Operations Administrator	1,793.99
Senior Computer Operator	1,648.00
Computer Operator/Account Specialist	1,629.52
Computer Operator	1,580.34
Customer Service Representative	1,537.29
Accountant	1,516.41
Senior Bookkeeper	1,494.28
Bookkeeper	1,385.37
Senior Secretary	1,282.46
City Attorney	696.19
Assistant City Attorney	621.54

1. Management may pay up to 15% less than the annual salaries shown to new employees during an initial employment period of up to six (6) months.
2. Salaried personnel are not eligible for certification bonuses.
3. All full-time, non-seasonal MU employees (except Sewer Maintenance Department) not covered by the IBEW collective bargaining agreement are to receive longevity bonuses as set out in the IBEW Working Agreement.
4. As Sewer Maintenance Department employees are covered by the Teamsters agreement and PERF, they are not eligible for the MU longevity bonus or the MU Pension Plan.

RESOLUTION NO. 2015-08

A RESOLUTION OF THE  
UTILITIES BOARD  
OF THE CITY OF MISHAWAKA, INDIANA

APPROVING AND CONFIRMING THE SCHEDULE OF COMPENSATION  
FOR CERTAIN EMPLOYEES OF MISHAWAKA UTILITIES  
FOR 2016

WHEREAS, Mishawaka Ordinance 2580 designates the Board of Public Works and Safety of the City of Mishawaka as the city's Utilities Board, with responsibility for control and operation of Mishawaka Utilities; and

WHEREAS, IC 8-1.5-3-4 provides that the utilities control board shall fix the number and compensation of utility employees; and

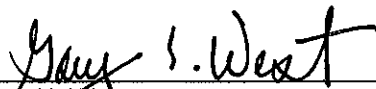
WHEREAS, Mishawaka Utilities management has submitted the attached schedule of compensation for certain employees who are members of IBEW Local 1392 for 2016 to the Utilities Board for review and approval; and

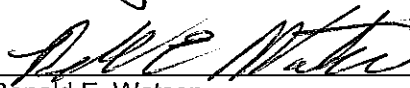
NOW, THEREFORE, BE IT RESOLVED BY THE UTILITIES BOARD OF THE CITY OF MISHAWAKA, INDIANA, that:

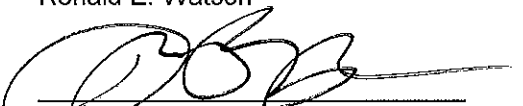
The Board hereby approves and confirms the salaries and wages on the attached schedule, to take effect on January 1, 2016

PASSED by the Utilities Board of the City of Mishawaka, Indiana, on this 24<sup>th</sup> day of November, 2015.

UTILITIES BOARD  
Mishawaka, Indiana

  
\_\_\_\_\_  
Gary E. West

  
\_\_\_\_\_  
Ronald E. Watson

  
\_\_\_\_\_  
Kenneth B. Prince

ATTEST:

  
\_\_\_\_\_  
Kari Myers, Clerk of the Board

**MISHAWAKA UTILITIES  
2016 WAGE SCHEDULE  
Hourly Rate for Union Employees**

**BUSINESS OFFICE**

**2016**

CPC Clerk A	\$17.56
CPC Clerk B	\$16.65
CPC Clerk C	\$16.08
Mail Equipment Operator A	\$17.56
Mail Equipment Operator B	\$16.65
Mail Equipment Operator C	\$16.08
Terminal Operator A	\$17.81
Terminal Operator B	\$16.90
Terminal Operator C	\$16.33
Cashier A	\$17.56
Cashier B	\$16.65
Cashier C	\$16.08
Phone Clerk	\$16.08

**METERING DEPARTMENT**

Meterman	\$25.45
Service Representative	\$22.09
Meter Reader	\$20.50
Crew Leader (additional)	\$0.75

**ELECTRIC DIVISION**

Journeyman Lineman	\$31.88
Apprentice Level 8	\$27.10
Apprentice Level 7	\$26.61
Apprentice Level 6	\$26.14
Apprentice Level 5	\$25.19
Apprentice Level 4	\$24.70
Apprentice Level 3	\$23.28
Apprentice Level 2	\$22.80
Apprentice Level 1	\$22.32
Machine Operator A	\$23.92
Machine Operator B	\$22.04
Clerk/Dispatcher A	\$21.79
Clerk/Dispatcher B	\$20.34
Crew Leader (additional)	0.75

**WATER DIVISION****2016**

Working Foreman - Distribution System	\$25.44
Heavy Equipment Operator A	\$24.04
Heavy Equipment Operator B	\$22.86
Heavy Equipment Operator C	\$22.04
Pipefitter A	\$22.14
Pipefitter B	\$20.85
Pipefitter C	\$20.04
Senior Utilityman	\$24.47
Intermediate Utilityman	\$22.53
Utilityman	\$21.11
Chief Mechanic - Water Treatment	\$23.84
Maintenance Technician	\$22.53
General Maintenance A	\$21.12
General Maintenance B	\$19.88
General Maintenance C	\$19.12
Chief Meter/Backflow Inspector	\$24.51
Meter/Backflow Inspector	\$22.62
Meter Repairman A	\$22.14
Meter Repairman B	\$20.84
Meter Repairman C	\$20.04
Meter Installer A	\$22.14
Meter Installer B	\$20.84
Certification Bonus (DS-L and PF)	0.75
For qualifying personnel (additional)	
Crew Leader (additional)	0.75

**WASTEWATER DIVISION**

Dewatering Mechanic	\$24.72
Biosolids Technician	\$22.53
Maintenance Technician A	\$22.53
Maintenance Technician B	\$20.84
Maintenance Technician C	\$20.02
Chief Operator	\$23.11
Utility Operator A	\$21.93
Utility Operator B	\$20.47
Utility Operator C	\$19.66
Pretreatment Technician	\$22.62
Certification Bonus (additional per hour)	
Class I	\$0.35
Class II	0.45
Class III	0.75
Class IV	1.00

**SHIFT PREMIUM (additional per hour)**

1st Shift (midnight to 8:00 a.m.)	\$0.40
3rd Shift (4:00 p.m. to midnight)	0.30

**ALL UTILITY DIVISIONS**

SKILLED TEMPORARY HELP/seasonal	7.25-25.00
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**RESOLUTION NO. 2015-09**

**A RESOLUTION OF THE UTILITIES BOARD  
OF THE CITY OF MISHAWAKA, INDIANA  
AMENDING RESOLUTION NO. 2015-07 AND  
AMENDING THE SCHEDULE OF COMPENSATION FOR CERTAIN EMPLOYEES OF  
MISHAWAKA UTILITIES AND  
THE SEWER MAINTENANCE DEPARTMENT FOR 2016**

**WHEREAS**, Mishawaka Ordinance 2580 designates the Board of Public Works and Safety of the City of Mishawaka as the City's Utilities Board, with responsibility for control and operation of Mishawaka Utilities; and

**WHEREAS**, IC 8-1.5-3-4 provides that the utilities control board shall fix the number and compensation of utility employees; and

**WHEREAS**, Mishawaka Utilities management submitted a schedule of compensation for certain employees for 2016 which was attached to Resolution No. 2015-07; and

**WHEREAS**, Resolution No. 2015-07 was approved and adopted by the Utilities Board on November 24, 2015; and

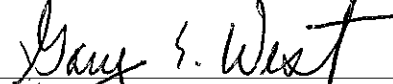
**WHEREAS**, due to a scrivener's error, it is necessary to make certain amendments to the schedule which was attached to Resolution No. 2015-07.

**NOW, THEREFORE, BE IT RESOLVED BY THE UTILITIES BOARD OF THE CITY OF MISHAWAKA, INDIANA**, that:

The Board hereby amends Resolution No. 2015-07 and the schedule attached thereto by replacing said schedule with the schedule of salaries and wages attached hereto which is approved and confirmed, all to take effect on January 1, 2016. For salaried positions, bi-weekly pay for the year beginning January 1, 2016, shall be payable every other week beginning on January 1, 2016, per the attached schedule. For hourly positions, the hourly wage shall apply.

**PASSED** by the Utilities Board of the City of Mishawaka, Indiana, this 15<sup>th</sup> day of December, 2015.

**CITY OF MISHAWAKA, INDIANA  
UTILITIES BOARD**

  
\_\_\_\_\_  
Gary West, President

  
\_\_\_\_\_  
Ronald Watson, Vice President

  
\_\_\_\_\_  
Kenneth Prince, Member

ATTEST:

  
\_\_\_\_\_  
Kari Myers, Clerk

**MISHAWAKA UTILITIES  
2016 WAGE SCHEDULE  
Salaried, Full Time, Non-Union Employees**

<b>ELECTRIC DIVISION</b>	<b>Biweekly Pay</b>
Division Manager	2,972.16
Superintendent	2,727.88
Chief Engineer	2,703.52
Construction Foreman	2,605.71
Substation Supervisor	2,223.29
Project Manager	2,210.46
Operations Coordinator	1,926.29
Senior Engineering Assistant	1,920.71
Substation Technician	1,883.26
Engineering Assistant	1,879.09
Project Coordinator	1,748.12
Office Coordinator	1,369.92

<b>METERING DEPARTMENT</b>	
Manager	2,359.29

<b>WATER DIVISION</b>	
Division Manager	2,803.67
Assistant Manager	2,382.50
Water Quality Supervisor	2,213.93
Distribution System Supervisor	2,213.93
Meter/Backflow Supervisor	2,213.93
Operations Coordinator	2,061.09
Quality Control Technician	1,993.54
Quality Control Assistant	1,548.95
GIS Coordinator	1,920.71
Telemetry Technician	1,879.10
Well Head Protection Coordinator	1,689.89
Project Coordinator	1,458.88
Office Coordinator	1,369.92

<b>WASTEWATER DIVISION</b>	
Division Manager	2,803.68
Assistant Manager	2,382.47
Operations Manager	2,270.09
Chief Chemist	2,170.76
Maintenance Manager	2,106.01
Project Manager	2,106.00
Chemist	2,006.13
Project Coordinator	1,458.87

RESOLUTION NO. 2016-01

A RESOLUTION OF THE UTILITIES BOARD  
OF THE CITY OF MISHAWAKA, INDIANA  
AMENDING RESOLUTION No. 2015-07 AND  
AMENDING THE SCHEDULE OF COMPENSATION FOR CERTAIN EMPLOYEES OF  
MISHAWAKA UTILITIES AND  
THE SEWER MAINTENANCE DEPARTMENT FOR 2016

WHEREAS, Mishawaka Ordinance 2580 designates the Board of Public Works and Safety of the City of Mishawaka as the city's Utilities Board, with responsibility for control and operation of Mishawaka Utilities; and

WHEREAS, IC 8-1.5-3-4 provides that the utilities control board shall fix the number and compensation of utility employees; and

WHEREAS, Mishawaka Utilities management has submitted a schedule of compensation for certain employees for 2016 which was attached to Resolution No. 2015-07; and

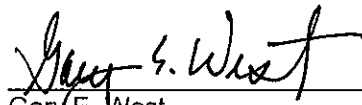
WHEREAS, due to a scrivener's error, it is necessary to make certain amendments to the schedule which was attached to Resolution No. 2015-07.

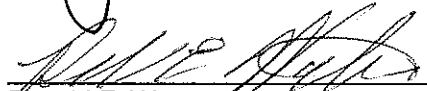
NOW, THEREFORE, BE IT RESOLVED BY THE UTILITIES BOARD OF THE CITY OF MISHAWAKA, INDIANA, that:

The Board hereby amends Resolution No. 2015-07 and the schedule attached thereto by replacing said schedule of the salaries and wages attached hereto which is approved and confirmed, all to take effect on January 1, 2016. For salaried positions, bi-weekly pay for the year beginning January 1, 2016 shall be payable every other week beginning on January 1, 2016 per the attached schedule. For hourly positions, the hourly wage shall apply.

PASSED by the Utilities Board of the City of Mishawaka, Indiana, on this 12<sup>th</sup> day of January, 2016.

UTILITIES BOARD  
Mishawaka, Indiana

  
\_\_\_\_\_  
Gary E. West

  
\_\_\_\_\_  
Ronald E. Watson

  
\_\_\_\_\_  
Kenneth B. Prince

ATTEST:

  
\_\_\_\_\_  
Kari Myers, Clerk of the Board

**SEWER MAINTENANCE DEPARTMENT**

Manager	2,242.42
MS4 Coordinator	1,907.23
Sewer Assistant Manager	1,872.00
Office Coordinator	1,370.04
Senior Secretary	1,337.30
Locates/Permit Coordinator	1,282.74

**SEWER MAINTENANCE DEPARTMENT - HOURLY**

Advanced Operator	21.78
GIS Coordinator	21.07
Repairman	20.85
Utility Operator	20.39
General Laborer II	18.88
General Laborer I	18.69

**ALL DIVISIONS**

**Biweekly Pay**

Skilled Temporary Help Summer/Seasonal	\$7.25-\$25.00
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**SUPPORT STAFF**

General Manager	3,069.13
Business Office Manager	2,466.36
DP Supervisor	1,904.54
Staff Consultant	1,837.40
Safety Coordinator	1,847.15
AS/400 Specialist	1,736.05
Network Operations Administrator	1,793.99
Senior Computer Operator	1,648.00
Computer Operator/Account Specialist	1,629.52
Computer Operator	1,580.34
Customer Service Representative	1,537.29
Accountant	1,516.41
Senior Bookkeeper	1,494.28
Bookkeeper	1,385.37
Senior Secretary	1,282.46
City Attorney	696.19
Assistant City Attorney	621.54

1. Management may pay up to 15% less than the annual salaries shown to new employees during an initial employment period of up to six (6) months.
2. Salaried personnel are not eligible for certification bonuses.
3. All full-time, non-seasonal MU employees (except Sewer Maintenance Department) not covered by the IBEW collective bargaining agreement are to receive longevity bonuses as set out in the IBEW Working Agreement.
4. As Sewer Maintenance Department employees are covered by the Teamsters agreement and PERF, they are not eligible for the MU longevity bonus or the MU Pension Plan.