



**CITY OF MISHAWAKA  
2025 BUDGET**

**David A. Wood, Mayor**



# CITY OF MISHAWAKA 2025 BUDGET

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MAYOR  
1101-01

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01 Mayor 91,794.00 3,530.54

*Utility salary ordinance displays utility portion of salaries*

411-02 Mayor Executive Asst 55,583.00 2,137.80

Mayor's Administrative Asst 49,818.00 1,916.07

411-70 Misc 3,213.00

Other Services Personal

411-63 Longevity 525.00

200,933.00

2 SUPPLIES

Office Supplies

421-90 Office Supplies 1,000.00

1,000.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03 Travel and Training 5,000.00

432-04 Telephone/Technology 500.00

Printing and Advertising

433-01 Printing 500.00

Other Services and Charges

439-03 Subscriptions, Dues, etc. 2,000.00

439-04 Leadership 2,500.00

439-07 Memorial Day AL/VFW/DAR 2,500.00

439-92 Community Promotion 8,500.00

21,500.00

223,433.00

CONTROLLER  
1101-02

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Controller	105,000.00	4,038.46
411-02	Deputy Controller	77,625.00	2,985.58
	Accountant	58,749.00	2,259.58
	Senior Purchasing Agent	56,008.00	2,154.15
	Bookkeeper A		
	2 @ 50,190	100,380.00	1,930.38
	Payroll Clerk	49,071.00	1,887.35
411-03	Part time	<u>20,000.00</u>	

411-06	BPWS Stipend	<u>3,500.00</u>	
			470,333.00

Other Services Personal

411-63	Longevity	7,275.00	
411-64	FTO (Flexible Time Off) Plan	45,000.00	
411-65	Certifications	<u>12,000.00</u>	
			64,275.00

Employee Benefits

413-01	Social Security	283,232.00	
413-02	Medicare	66,240.00	
413-03	INPRS 14.2%	653,605.00	
413-04	Unemployment Compensation	25,000.00	
413-05	Employee Insurance Benefits	2,203,213.00	
413-06	Employee Life Insurance	4,000.00	
413-08	Deferred Comp Match	<u>80,000.00</u>	
			<u>3,315,290.00</u>
			3,849,898.00

2 SUPPLIES

Office Supplies

421-90	Office Supplies/Misc Supplies	<u>15,000.00</u>	
			15,000.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-02	Postage	35,000.00	
432-03	Travel and Training	5,000.00	
432-04	Telephone/Technology	60,000.00	

Printing and Advertising

433-02	Publications	15,000.00	
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CONTROLLER

1101-02

Insurance

434-90 Insurance Premiums/ Deductible 1,600,000.00

Repairs and Maintenance

436-01 Building/ Equipment/Software  
Maintenance/Service Contracts 50,000.00

Other Services and Charges

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

439-09 Miscellaneous Charges 1,500.00

1,767,500.00

4 CAPITAL OUTLAYS

Other Capital Outlays

444-05 Capital Outlay 750,000.00

750,000.00

6,382,398.00

CITY CLERK  
1101-03

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	City Clerk	75,000.00	2,884.62
411-02	Chief Deputy Clerk I	50,824.00	1,954.75
	Chief Deputy Clerk II	47,798.00	1,838.37
411-03	Temporary	15,850.00	

Other Personal Services

411-63	Longevity	600.00	
411-65	Certifications	<u>6,900.00</u>	
			196,972.00

2 SUPPLIES

Office Supplies

421-90	Office Supplies	2,000.00	
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Operating Supplies

422-01	Violations Bureau Supplies	<u>2,000.00</u>	
			4,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-01	Attorney Fees	1,000.00	
431-04	Professional Services	14,000.00	

Communication and Transportation

432-03	Travel and Training	5,000.00	
432-04	Telephone/Technology	1,100.00	

Other Services and Charges

439-03	Subscriptions, Dues, etc.	1,500.00	
439-92	Community Promotion	<u>1,750.00</u>	
			<u>24,350.00</u>
			225,322.00

HUMAN RESOURCES  
1101-04

1 PERSONAL SERVICES		
<u>Salaries and Wages</u>		biweekly
411-02	Asst HR Director	49,635.00
	HR Administrator	42,495.00
	Safety Director	69,893.00
411-03	Temporary Help	<u>25,000.00</u>
<u>Other Personal Services</u>		
411-63	Longevity	375.00
411-65	Certifications	<u>2,500.00</u>
		189,898.00
2 SUPPLIES		
<u>Office Supplies</u>		
421-90	Supplies	<u>1,000.00</u>
		1,000.00
3 OTHER SERVICES AND CHARGES		
<u>Professional Services</u>		
431-06	Consulting	66,000.00
431-08	Employee Assistance Program	10,000.00
431-09	Testing/Wellness	5,000.00
436-90	Service Contracts	16,000.00
<u>Communication and Transportation</u>		
432-03	Travel and Training	7,500.00
	Human Resources \$2,500	
	Safety \$5,000	
<u>Printing and Advertising</u>		
433-01	Printing/ Advertising	1,000.00
<u>Other Services and Charges</u>		
439-03	Subscription, Dues, etc.	3,000.00
	Human Resources \$1,000	
	Safety \$2,000	
439-20	Staff Education	<u>2,000.00</u>
		<u>110,500.00</u>
		<u>301,398.00</u>

INFORMATION TECHNOLOGY  
1101-05

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Director	87,975.00	3,383.65
411-02	Public Safety Administrator	72,450.00	2,786.54
	Network Administrator	69,345.00	2,667.11
	Systems Administrator	69,345.00	2,667.11
	Tier 2 Help Desk	55,890.00	2,149.61
	Tier 1 Help Desk	52,785.00	2,030.19
	Office Coordinator	<u>51,751.00</u>	1,990.39

Other Personal Services

411-63	Longevity	<u>4,500.00</u>	
			464,041.00

2 SUPPLIES

Operating Supplies

422-01	Operating Supplies	<u>10,000.00</u>	
			10,000.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03	Travel and Training	10,000.00	
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Other Services and Charges

439-03	Subscriptions, Dues, etc.	<u>8,000.00</u>	
			<u>18,000.00</u>
			<u>492,041.00</u>

DEPARTMENT OF LAW  
1101-06

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Corporation Counsel	72,025.00	2,770.19
411-02	City Attorney	<u>74,184.00</u>	2,853.20

*Utility salary ordinance displays utility portion of salaries*

Other Personal Services

411-63	Longevity	<u>450.00</u>	146,659.00
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2 SUPPLIES

Office Supplies

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

3 OTHER SERVICES AND CHARGES

Professional Services

431-01	Attorney Fees-Code Hearings	6,000.00	
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Communication and Transportation

432-03	Travel and Training	3,000.00	
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Insurance

434-90	Payment of Claims/Litigation	42,000.00	
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Other Services and Charges

439-03	Subscriptions, Dues, etc.	5,000.00	
439-09	Miscellaneous Charges	<u>1,500.00</u>	
			<u>57,500.00</u>
			<u>205,159.00</u>

CITY COUNCIL  
1101-07

1 PERSONAL SERVICES

Salaries and Wages

411-04	Council members		biweekly
	9 @ 20,000	180,000.00	769.23
411-02	Council Attorney	20,435.00	785.96
413-05	Council Attorney Insurance Stipend	<u>6,000.00</u>	

206,435.00

2 SUPPLIES

Office Supplies

421-90	Office Supplies	<u>1,500.00</u>	1,500.00
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3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03	Travel and Training	6,000.00	
432-04	Telephone/Technology	3,500.00	
439-03	Subscriptions, Dues, etc.	2,000.00	

Other Services and Charges

439-92	Community Promotion	<u>5,000.00</u>	16,500.00
			<u>224,435.00</u>

ENGINEERING DEPARTMENT  
1101-13

1 PERSONAL SERVICES

<u>Salaries and Wages</u>			biweekly
411-01	Director of Engineering	105,000.00	4,038.46
411-02	Assistant Director	77,567.00	2,983.32
	Project Manager	75,181.00	2,891.56
	City GIS Coordinator	64,106.00	2,465.61
	Traffic Manager	64,106.00	2,465.61
	Project Coordinator	47,774.00	1,837.44
	Office Manager	<u>42,205.00</u>	1,623.25
	<i>Utility salary ordinance displays utility portion of salaries</i>		475,939.00

Other Personal Services

411-63	Longevity	13,006.00	
411-65	PE Certification	<u>10,000.00</u>	<u>192.31</u>
			498,945.00

2 SUPPLIES

Office Supplies

421-90	General Supplies	<u>8,000.00</u>	
			8,000.00

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	10,000.00	
432-04	Telephone/Technology	750.00	

Repairs and Maintenance

436-01	Equipment Repair	2,500.00	
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Other Services and Charges

439-03	Subscriptions, Dues, etc.	<u>1,000.00</u>	
			<u>19,250.00</u>
			<u>526,195.00</u>

CODE ENFORCEMENT DEPARTMENT  
1101-14

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Director of Code Enforcement	75,000.00	2,884.62
411-02	Code Enforcement Officers		
	5 @ 57,510	287,550.00	2,211.91
	Office Manager	<u>42,205.00</u>	1,623.25

Other Personal Services

411-63	Longevity	<u>16,725.00</u>	
			421,480.00

2 SUPPLIES

Operating Supplies

422-01	Operating Supplies	<u>3,500.00</u>	
			3,500.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03	Travel and Training	3,000.00	
432-04	Telephone/Technology	2,200.00	

Other Services and Charges

439-10	Clean up, Board up, Disposal, etc.	<u>40,000.00</u>	
			<u>45,200.00</u>
			<u>470,180.00</u>

BUILDING DEPARTMENT  
1101-15

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Building Commissioner	75,000.00	2,884.62
411-02	Permit Tech I	50,105.00	1,927.09
	Inspector A 2 @ 69,242	<u>138,484.00</u>	2,663.13

Other Personal Services

411-63	Longevity	<u>4,200.00</u>	
			267,789.00

2 SUPPLIES

Operating Supplies

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

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03	Travel and Training	4,000.00	
432-04	Telephone/Technology	1,100.00	

Other Services and Charges

439-03	Subscription, Dues, etc.	<u>800.00</u>	
			<u>5,900.00</u>
			<u>275,689.00</u>

FIRE/EMS DEPARTMENT  
1101-19

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Fire Chief	105,000.00		4,038.46
411-02	Assistant Chief			
	4 @ 99,331	397,324.00		3,820.39
	Battalion Chief			
	3 @ 90,995	272,985.00		3,499.79
	Captain 15 @ 86,553	1,298,295.00		3,328.96
	Lieutenant			
	15 @ 84,419	1,266,285.00		3,246.86
	Fire Inspector			
	1 @ 86,553 2 @ 84,419	255,391.00	3,328.96	3,246.86
	Driver Operator			
	30 @ 82,401	2,472,030.00		3,169.24
	1st Class Firefighter			
	33 @ 80,414	2,653,662.00		3,092.83
	Master Firefighter			
	18 @ 76,948	<u>1,385,064.00</u>		2,959.50
				10,106,036.00

Civilian

	Administrative Assistant	<u>49,818.00</u>		1,916.07
				49,818.00

Other Personal Services

411-12	Specialty Pay	543,050.00		
411-60	Overtime	1,000,000.00		
411-63	Longevity	525.00		
411-66	Uniform Allowance 122 @ 1,250 new hires 2 @625	152,500.00		
411-67	Pension Equalization	<u>11,700.00</u>		
				<u>1,707,775.00</u>

Employee Benefits

413-01	Social Security	16,673.00		
413-02	Medicare	172,026.00		
413-03	INPRS 14.2%	38,188.00		
413-05	Health Insurance	3,199,827.00		
413-06	Life/Disability Insurance	6,500.00		
413-08	Deferred Comp Match	160,000.00		
413-09	77 Pension 19.1% + 3%	<u>2,132,579.00</u>		
				<u>5,725,793.00</u>
				17,589,422.00

FIRE/EMS DEPARTMENT  
1101-19

2 SUPPLIES

Office Supplies

421-90 Office Supplies 6,000.00

Operating Supplies

422-01 Operating Supplies 260,000.00

422-03 Medical Supplies 220,500.00

Other Supplies

429-10 Public Education

Training/ Seminar

Supplies/Refreshments 6,000.00

492,500.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-09 Clinic Services 35,800.00

431-11 Physicals 120,000.00

Communication and Transportation

432-03 Travel and Training 85,000.00

Repairs and Maintenance

436-01 Building/ Equipment Repair 125,000.00

Professional Services

436-91 Laundry Maintenance 3,000.00

Other Services and Charges

439-03 Subscriptions, Dues, etc. 20,000.00

388,800.00

18,470,722.00

EMERGENCY MEDICAL SERVICES  
6606-50

4 CAPITAL OUTLAY

Machinery and Equipment

445-07 Medical Equipment

26,000.00

Laryngoscopes

26,000.00

POLICE DEPARTMENT

1101-20

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Police Chief	105,053.00	4,040.48
411-02	Assistant Chief		
	2 @ 99,878	199,756.00	3,841.44
	Captain		
	4 @ 94,500	380,000.00	3,634.62
	Lieutenant		
	14 @ 93,000	1,302,000.00	3,576.92
	Sergeant		
	20 @ 91,500	1,830,000.00	3,519.23
	1st Class Patrol Officer		
	53 @ 90,000	4,770,000.00	3,461.54
	2nd Class Patrol Officer		
	8 @ 67,005	<u>536,040.00</u>	<u>2,577.11</u>

9,122,849.00

Civilians

	Services Division Director	72,451.00	2,786.54
	Trainer	57,034.00	2,193.60
	Crime Tech	55,341.00	2,128.49
	Recruiter	54,637.00	2,101.39
	Digital Media/Statistical Analyst	46,362.00	1,783.13
	Administrative Assistant	49,818.00	1,916.07
	Administrative Secretary	42,761.00	1,644.64
	Secretary 2 @ 42,225	84,450.00	1,624.03
	Parking Personnel	42,225.00	1,624.03
	Property Manager	46,362.00	1,783.13
	Office Manager	<u>46,451.00</u>	1,786.57

597,892.00

	Crossing Guards 16 @ 8,654	138,464.00	
411-03	Substitute Crossing Guard	2,000.00	
	Temporary Help/Part-time	70,000.00	
411-65	Certifications	<u>4,500.00</u>	214,964.00

Other Personal Services

411-02	Shift Differential 2nd @700	30,000.00	
411-12	Specialty	75,000.00	
411-60	Overtime/ Court-time Officer-Non Officer	600,000.00	
411-63	Longevity	11,475.00	
411-66	Uniform Allowance 1@600, 102@2050	210,700.00	
	1@1000 Crime Tech		
411-66	Equipment Allowance 102@1250	127,500.00	1,054,675.00

Employee Benefits

413-01	Social Security	51,208.00	
413-02	Medicare	159,361.00	
413-03	INPRS 14.2%	87,396.00	
413-05	Health Insurance	2,802,888.00	

POLICE DEPARTMENT

1101-20

413-06	Life Insurance	7,000.00	
413-08	Deferred Comp Benefit	180,000.00	
413-10	77 Pension 19.1% + 3%	<u>2,028,780.00</u>	<u>5,316,633.00</u>
			16,307,013.00

2 SUPPLIES

Operating Supplies

422-01	Operating Supplies	120,000.00	
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Other Supplies

429-11	Seminars/ Community Relations	<u>1,000.00</u>	
			121,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-09	Clinic Services	35,800.00	
431-11	Testing	2,000.00	

Communication and Transportation

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

433-01	Printing	1,800.00	
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Repairs and Maintenance

436-01	Building Repair/ Maintenance	100,000.00	
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Other Services and Charges

439-03	Subscriptions, Dues, etc.	18,000.00	
439-09	Miscellaneous Charges	5,000.00	
439-11	Special Expense	13,000.00	
439-12	Canine Expenses	<u>9,000.00</u>	

186,600.00  
16,614,613.00

PLANNING and COMMUNITY DEVELOPMENT  
1101-21

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Executive Director	105,000.00	4,038.46
411-02	City Planner	76,358.00	2,936.83
	Senior Planner	64,078.00	2,464.51
	Associate Planner (2)	110,396.00	2,122.96
	Administrative Planner	<u>49,283.00</u>	1,895.47
			405,115.00

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

Other Personal Services

411-63	Longevity	3,375.00	
411-65	Certifications	<u>2,500.00</u>	
			418,265.00

2 SUPPLIES

Operating Supplies

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

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03	Travel and Training	2,000.00	
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Professional Services

436-90	Service Contracts	<u>7,500.00</u>	
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Other Services and Charges

439-03	Subscriptions, Dues, etc.	<u>3,000.00</u>	
			<u>12,500.00</u>
			435,765.00

CENTRAL SERVICES DEPARTMENT  
1101-22

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-02	Assistant 4 @ 67,275	269,100.00	2,587.50
	Fleet Maintenance Technician		
	6 @ 25.95*2092	325,725.00	
	Group 1: 4 @ 24.67*2092	206,439.00	
	PT maintenance 1040 hrs @ 11.00	11,440.00	
	3 Additional Employees	150,000.00	
			962,704.00

Other Services Personal

411-60	Overtime	15,000.00	
411-63	Longevity	<u>11,345.00</u>	
			<u>26,345.00</u>
			989,049.00

2 SUPPLIES

Office Supplies

421-90	Office Supplies	2,000.00	
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Operating Supplies

422-02	Gas, Oil, etc.	1,000,000.00	
422-05	Equipment/Vehicle/Maint Supplies	185,000.00	

Other Supplies

429-08	Uniform/Supplies	<u>7,550.00</u>	
			1,194,550.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-09	Health Screenings/Vaccines	1,000.00	
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Communication and Transportation

432-03	Travel and Training	2,000.00	
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Repairs and Maintenance

436-01	Building Repair/Equipment/Maint	200,000.00	
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Rentals

437-05	Uniforms	12,500.00	
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Other Services and Charges

439-09	Miscellaneous Charges	<u>1,500.00</u>	
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217,000.00  
2,400,599.00

REDEVELOPMENT  
1101-28

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-02	Program Construction Manager	68,244.00	2,624.75
	Grant Manager	62,597.00	2,407.57
	Program Coordinator	49,835.00	1,916.71

Other Personal Services

411-63	Longevity	<u>5,175.00</u>	
			185,851.00

2 SUPPLIES

Office Supplies

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

3 OTHER SERVICES AND CHARGES

Professional Services

431-04	Professional Services	130,000.00	
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Communication and Transportation

432-03	Travel and Training	4,000.00	
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Printing and Advertising

433-02	Publications	<u>1,200.00</u>	
			<u>135,200.00</u>
			<u>322,051.00</u>

CEMETERY  
1101-29

3 OTHER SERVICES AND CHARGES

Other Services and Charges

439-09	Maintenance	<u>30,000.00</u>	
			<u>30,000.00</u>

MOTOR VEHICLE HIGHWAY  
2201-50

1 PERSONAL SERVICES

Salaries and Wages

biweekly

411-01	Street Commissioner	85,000.00	3,269.23
411-02	Office Administrator	47,093.00	1,811.27
	Office Manager	43,470.00	1,671.92
	Group 1: 34 @ 24.67*2092	1,754,728.00	
	CS reimburse - 67,275* 1.25 for assts.	<u>84,094.00</u>	

2,014,385.00

Other Services Personal

411-12	Specialty CDL Instructors	5,000.00
411-60	Overtime	80,000.00
411-63	Longevity	23,825.00
411-64	FTO (Flexible Time Off) Plan	<u>8,000.00</u>

116,825.00

Employee Benefits

413-01	Social Security	126,921.00
413-02	Medicare	29,683.00
413-03	INPRS 14.2%	289,028.00
413-04	Unemployment	5,000.00
413-05	Employee Ins Benefits	649,104.00
413-06	Life Insurance	2,200.00
413-08	Deferred Comp Benefit	<u>20,000.00</u>

1,121,936.00

3,253,146.00

2 SUPPLIES

Office Supplies

421-90	Office Supplies	1,500.00
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Other Supplies

429-08	Uniform Supplies	7,500.00
429-13	Traffic Supplies	<u>45,000.00</u>

54,000.00

3 OTHER SERVICE AND CHARGES

Professional Services

431-09	Health Screenings/ Vaccines	5,000.00
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Communication and Transportation

432-03	Travel and Training	4,000.00
432-04	Telephone/ Paging	10,000.00

Printing and Advertising

433-02	Publications	500.00
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MOTOR VEHICLE HIGHWAY  
2201-50

Rentals

437-05 Uniforms 9,000.00

Other Services and Charges

439-09 Miscellaneous Charges 3,000.00

31,500.00

3,338,646.00

MOTOR VEHICLE HIGHWAY - RESTRICTED  
2203-50

4 CAPITAL OUTLAYS MVHR

Improvements Other than Buildings

442-01 Street Repair 1,500,000.00

1,500,000.00

1,500,000.00

LOCAL ROAD AND STREET  
2202-50

4 CAPITAL OUTLAYS

Improvements other than Buildings

442-01 Street Repair 500,000.00

442-04 Sidewalk and Curb Program 300,000.00

50/50 Program 35,000.00

445-02 Equipment 425,000.00

Sweeper

1 1/2 Ton 4x4 dump w/plow

1,260,000.00

PARK AND RECREATION  
2204-50

1 PERSONAL SERVICES

Salaries and Wages

			biweekly
411-01	Department Head	85,000.00	3,269.23
411-02	Regular Employees	973,115.00	
	Group 1: 16@24.67*2092	825,754.00	
	CS reimburse - 67,275* 1.25 for assts.	84,094.00	
	Reimburse MVH Director - 85,000*5%	4,250.00	
411-03	Temporary/Summer Help	800,000.00	
			2,772,213.00

Other Services Personal

411-60	Overtime	25,000.00	
411-63	Longevity	20,010.00	
411-64	FTO	<u>12,000.00</u>	
			57,010.00

Employee Benefits

413-01	Social Security	169,934.00	
413-02	Medicare	39,743.00	
413-03	PERF 14.2%	275,605.00	
413-04	Unemployment	5,000.00	
413-05	Employee Insurance Benefits	410,961.00	
413-06	Life Insurance	2,000.00	
413-08	Deferred Comp Match	20,000.00	
			<u>923,243.00</u>

2 SUPPLIES

3,752,466.00

Office Supplies

421-90	Office Supplies	8,000.00	
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Operating Supplies

422-02	Gas, Oil, Parts, etc.	73,000.00	
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Other Supplies

429-09	Merrifield/Ironworks Complex Supplies	42,000.00	
429-14	Maintenance Supplies	150,000.00	
429-15	Program Supplies	70,000.00	
429-16	Golf Course Concessions	85,000.00	
429-18	Athletic Event Supplies	70,000.00	
429-19	Battell Center Supplies	15,000.00	
429-20	Golf Course Supplies	65,000.00	
429-21	Other Concessions	5,000.00	
429-23	Merrifield Concessions	<u>18,000.00</u>	

601,000.00

PARK AND RECREATION  
2204-50

3 OTHER SERVICES AND CHARGES

Professional Services

431-09 Health Screenings/Vaccines 8,000.00

Communication and Transportation

432-02 Postage and Freight 2,000.00

432-03 Travel and Training 8,000.00

432-04 Telephone and Technology 8,000.00

Printing and Advertising

433-01 Printing/Newsletter etc. 10,000.00

Insurance

434-90 Insurance Premiums/Deductibles 250,000.00

Utility Services

435-01 MU/AEP Charges 500,000.00

435-02 NIPSCO 50,000.00

Repairs and Maintenance

436-01 Equipment/Facility Repair 120,000.00

436-90 Service Contracts 250,000.00

Rentals

437-05 Uniforms/Port-o-lets 17,500.00

Other Services and Charges

439-03 Subscription, Dues, etc. 5,000.00

439-09 Miscellaneous/Charges 1,000.00

439-18 Instructor Fees 15,000.00

439-19 Official/Referee Fees 26,000.00

439-21 Recreation Event/Entertainment 114,000.00

439-93 Sales Tax 30,000.00

1,414,500.00

5,767,966.00

PARK AND RECREATION NON-REVERTING  
2211-50

1 PERSONAL SERVICES

Salaries and Wages

411-03	Temporary Help	<u>25,000.00</u>	25,000.00
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2 SUPPLIES

Other Supplies

429-09	Merrifield Supplies and Repairs	45,000.00	
429-09	Wilson Supplies and Repairs	25,000.00	
429-17	Landscaping/Chemical Supplies	<u>105,000.00</u>	175,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-06	Consulting	95,000.00	
436-90	Animal Control	50,000.00	

Communication and Transportation

432-04	Wilson Hill Phone and Internet	2,500.00	
436-90	GPS Contract	35,000.00	

Repairs and Maintenance

436-01	Golf Cart Repair	5,000.00	
436-22	Athletic Field Maintenance	<u>15,000.00</u>	202,500.00

4 CAPITAL OUTLAYS

Machinery and Equipment

444-10	Golf Carts	90,000.00	<u>90,000.00</u>
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492,500.00

LAW ENFORCEMENT CONTINUING EDUCATION  
2228-50

2 SUPPLIES

Operating Supplies

422-36 Ammunition 45,000.00

3 OTHER SERVICES AND CHARGES

Communication and Transportation

432-03 Travel and Training 50,000.00

4 CAPITAL OUTLAYS

Machinery and Equipment

445-08 Vests 34,000.00

129,000.00

PUBLIC SAFETY LIT  
2240-50

2 SUPPLIES

Other Supplies

429-08	Dept.Uniform	50,000.00	50,000.00
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3 OTHER SERVICES AND CHARGES

Professional Services

431-11	New Hire Physicals	40,000.00	
436-01	Fire Training Software	20,000.00	
436-90	Fire Service Contracts	300,000.00	
436-90	Police Service Contracts	400,000.00	760,000.00

Debt Service

principal - leases

438-01	Fire Station #4 26&27/30	266,668.00	
438-01	Records Mgmt System 14&15/20	110,000.00	
438-01	2020 Police cars 10/10	95,000.00	
438-01	2021 Police cars 5&6/10	200,000.00	
438-01	2023 Fire trucks 4&5/10	250,000.00	

interest

438-02	Fire Station Lease	12,048.00	
438-02	Records Mgmt System	9,827.00	
438-02	2021 Police car lease	9,259.00	
438-02	2023 Fire truck purchases	15,608.00	<u>968,410.00</u>

1,728,410.00

4 CAPITAL OUTLAYS

Machinery and Equipment

445-08	PD misc equip	123,500.00	
	copier - DB \$10K		
	computers \$65K		
	rifle shields \$30K		
	weapons - handguns/shotguns \$8K		
	radio equip \$10.5K		
445-09	2025 Cars	880,000.00	
445-13	FD misc equip	450,000.00	
	Apparatus and Operations Equipment \$200K		
	Mechanics and Dive Equipment \$10K		
	PPE \$70K		
	Radio and Computer Equipment \$20K		
	Station Smart Alerting monitors (4) \$5K		

PUBLIC SAFETY LIT  
2240-50

Station Security for Narcotics Storage \$20K  
360 Camera Fire Marshal \$20K  
Equipment St.1 \$70K

445-13	Stryker equipment	1,335,000.00	
	Replacement vehicles	110,000.00	
	Appartus floor #3	80,000.00	
	Training Facility	50,000.00	
	Camera System	18,000.00	
			<u>3,046,500.00</u>
			<u>4,824,910.00</u>

CUMULATIVE CAPITAL IMPROVEMENT  
4401-50

3 OTHER SERVICES AND CHARGES

Debt Service

438-01	2019 Aerial Fire Truck Principal 12&13/19	100,000.00
438-02	Fire Truck Interest	<u>6,720.00</u>

106,720.00

CUMULATIVE CAPITAL DEVELOPMENT  
4402-50

3 OTHER SERVICES AND CHARGES

Repairs and Maintenance

436-90	Service Contracts/Software Maintenance	400,000.00
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4 CAPITAL OUTLAYS

Machinery and Equipment

445-11	Computer Equipment/Software	400,000.00
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800,000.00

CUMULATIVE SEWER  
4428-50

4 CAPITAL OUTLAYS

Improvements Other than Buildings

445-21	Storm/Sanitary Reconstruction	225,000.00
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225,000.00

CEDIT  
2209-50

2 SUPPLIES

Operating Supplies

422-02 MVH Gas, Oil, etc. 125,000.00

Repair and Maintenance Supplies

423-03 MVH Equipment/ Parts, Supplies 185,000.00

423-01 Street Material/Dust Control 175,000.00

Other Supplies

429-91 Salt 175,000.00

429-17 Landscaping Supplies/Chemicals 120,000.00

780,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-05 Humane Society 583,500.00

431-06 Consulting 300,000.00

431-07 Contributions 75,000.00

Chamber of Commerce \$25K

Mishawaka Business Institute \$25K

Aim \$15K

WNIT Public Access \$10K

431-09 Clinic Services - other portions in MU and General fund 120,000.00

431-13 EMS billing service 160,000.00

Insurance

434-90 MVH Insurance Premiums/Deductibles 300,000.00

Utility Service

435-01 MVH/City MU Charges 665,000.00

435-02 MVH/City NIPSCO 130,000.00

Repairs and Maintenance

436-01 MVH Building/ Equipment Repair 250,000.00

436-02 City Maintenance 200,000.00

436-23 Park Repairs and Maintenance 450,000.00

436-80 City Hall 250,000.00

436-89 IT Service Contracts 250,000.00

436-90 Engineering Maintenance 175,000.00

436-93 Signal Maintenance 200,000.00

4,108,500.00

4 CAPITAL OUTLAYS

Machinery and Equipment

445-02 Street/CSD/Park Equipment

Refurbish trucks 89-83 @ \$150,000 x 2

Refurbish leaf vac 107-108 @ \$75,000 x 2

1 ton crew cab w/plow

Structure for 5th St

555,000.00

CEDIT  
2209-50

PARK Mowing Trailers & Equipment - 25K	
PARK Gator Utility Cart - 30K	
PARK Verti-Drain Aerator - 45K	
PARK Loader - 47K	
PARK Mini Dump - 130K	277,000.00

Improvements Other than Buildings

443-93	Fire Station 3 - Douglas Rd. Exit Signal	100,000.00
445-17	Park Improvements	1,600,000.00
	Rose Park \$1.5M	
	Golf Cart Paths \$100K	

2,532,000.00  
7,420,500.00

FIRE PENSION  
8801-50

1 PERSONAL SERVICES

Salaries and Wages

411-05	Pension Benefits	2,103,250.00	
411-06	Secretary Salary	3,000.00	
	Pension Board Members		
	5 @ 750.00 per yr	3,750.00	
411-07	Death Benefits	<u>36,000.00</u>	
			2,146,000.00

2 SUPPLIES

Office Supplies

429-09	Misc Supplies	<u>1,000.00</u>	
			1,000.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-01	Legal Fees	2,000.00	
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Communication and Transportation

432-03	Travel and Training	500.00	
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Repairs and Maintenance

436-01	Equipment Repair	<u>500.00</u>	
			3,000.00
			<u>2,150,000.00</u>

POLICE PENSION  
8802-50

1 PERSONAL SERVICES

Salaries and Wages

411-05	Pension Benefits	1,308,500.00	
411-06	Secretary Salary	3,000.00	
411-07	Death Benefits	<u>36,000.00</u>	
			1,347,500.00

3 OTHER SERVICES AND CHARGES

Professional Services

431-01	Legal Fees	2,100.00	
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Communication and Transportation

432-03	Travel and Training	<u>400.00</u>	
			2,500.00
			<u>1,350,000.00</u>

Expenditure Budget Comparison General Fund					
Department	2024 Budget	2025 Budget	\$ Change	% Change	% of 2025 General Fund
Mayor	214,082	223,433	9,351	4.4%	0.47%
Controller	5,998,669	6,382,398	383,729	6.4%	13.41%
Clerk	211,917	225,322	13,405	6.3%	0.47%
Human Resources	218,756	301,398	82,642	37.8%	0.63%
IT	490,825	492,041	1,216	0.2%	1.03%
Law	192,476	205,159	12,683	6.6%	0.43%
Council	165,763	224,435	58,672	35.4%	0.47%
Engineering	497,772	526,195	28,423	5.7%	1.11%
Code	450,878	470,180	19,302	4.3%	0.99%
Building	263,785	275,689	11,904	4.5%	0.58%
Fire	16,697,924	18,470,722	1,772,798	10.6%	38.80%
Police	15,777,935	16,614,613	836,678	5.3%	34.90%
Planning	354,686	435,765	81,079	22.9%	0.92%
Central Services	2,300,519	2,400,599	100,080	4.4%	5.04%
Redevelopment	388,130	322,051	(66,079)	-17.0%	0.68%
Cemetery	30,000	30,000	-	0.0%	0.06%
<b>Dept. Totals</b>	<b>44,254,117</b>	<b>47,600,000</b>	<b>3,345,883</b>	<b>7.56%</b>	

All Appropriated Funds					
Department	2024 Budget	2025 Budget	\$ Change	% Change	% of 2025 Total Budget
General	44,254,117	47,600,000	3,345,883	7.6%	61.83%
Park and Recreation	5,209,473	5,767,966	558,493	10.7%	7.49%
MVH Funds					
Motor Vehicle Hwy	4,696,842	3,338,646	(1,358,196)	-28.9%	4.34%
MVH - Restricted	-	1,500,000	1,500,000	100.0%	1.95%
Local Road & Street	1,155,000	1,260,000	105,000	9.1%	1.64%
Cumulative Sewer	50,000	225,000	175,000	350.0%	0.29%
Capital Fund					
Cum. Cap. Development	800,000	800,000	-	0.0%	1.04%
Cum. Cap. Improvement	108,475	106,720	(1,755)	-1.6%	0.14%
CEDIT	6,126,400	7,420,500	1,294,100	21.1%	9.64%
Other Operating Funds					
LECE	115,000	129,000	14,000	12.2%	0.17%
Public Safety	2,974,564	4,824,910	1,850,346	62.2%	6.27%
EMS	655,000	26,000	(629,000)	-96.0%	0.03%
ARPA	116,000	-	(116,000)	-100.0%	0.00%
Park Non - Reverting	453,800	492,500	38,700	8.5%	0.64%
Pension Funds					
Fire Pension	2,120,000	2,150,000	30,000	1.4%	2.79%
Police Pension	1,432,000	1,350,000	(82,000)	-5.7%	1.75%
Gross Totals	70,266,671	76,991,242	6,724,571	9.57%	

**Circuit Breaker loss:**

General	8,333,267	7,000,000			
MVH	438,943	125,000			
Park & Rec	860,430	1,000,000			
CCD	250,000	200,000			
	9,882,640	8,325,000	(1,557,640)	-15.8%	
Net Totals	80,149,311	85,316,242	5,166,931	6.45%	

**Civil City Budget Comparison By Category  
Appropriated Funds**

Department	2024 Budget	2025 Budget	\$ Change	% Change	Total Budget
100 - Personal Services	48,294,002	51,926,762	3,632,760	7.5%	67.45%
200 - Supplies	3,458,550	3,567,050	108,500	3.1%	4.63%
300 - Other Services & Charges	10,689,519	11,883,930	1,194,411	11.2%	15.44%
400 - Capital Outlays	7,824,600	9,613,500	1,788,900	22.9%	12.49%
<b>Fund Totals</b>	<b>70,266,671</b>	<b>76,991,242</b>	<b>6,724,571</b>	<b>9.57%</b>	<b>100.00%</b>



**Mishawaka Utilities**



**2025 Budget**



# **Electric Division**



## Electric

### Revenue

#### 6301.00

361.00	Interest Income	500,000.00
371.12	Residential Sales	18,213,100.00
371.14	Commercial Sales	4,258,900.00
371.18	Customer Charge	2,770,200.00
371.20	Customer Sales - Municipal Sales	1,841,200.00
371.22	Customer Charges - Municipal Sales	701,200.00
371.23	Outdoor Protective Lights	169,800.00
371.24	Commercial Heating	753,800.00
371.28	OPL - Municipal	34,200.00
371.29	Commercial Power	19,656,300.00
371.33	Commercial Primary Power	1,109,200.00
371.35	Power Transformers Owned	2,629,200.00
371.39	I&M Municipal	86,100.00
371.40	Industrial Power Service	5,966,000.00
371.41	School Service	1,506,500.00
371.42	PJM Transmission Adjustment	500,000.00
373.11	Municipal Street Lighting	491,000.00
380.10	Penalty	309,000.00
381.05	Construction	25,000.00
381.12	Reconnect/Service Charges	128,000.00
381.14	Overhead or Underground Lines	224,000.00
381.15	Transformers	40,000.00
381.16	Street Lights	32,000.00
381.21	Sale of Scrap Metal	16,000.00
381.23	Turn on Electric	168,000.00
381.40	Operational Revenue	300,000.00
391.06	B.O. Shared Expense Reimbursement	775,550.00

63,204,250.00

## 1 Personal Services

### 6301.55

#### Salaries & Wages

		biweekly	
411.02	Division Manager	100,000.00	3,846.15
	Superintendent	104,122.00	4,004.68
	Systems Reliability Supervisor	89,518.00	3,442.98
	Construction Foreman		
	2 @ 101,104	202,208.00	3,888.60
	Substation Supervisor	78,346.00	3,013.28
	Project Manager	78,346.00	3,013.28
	Operations Coordinator	65,550.00	2,521.13
	Senior Engineering Assistant		
	4 @ 64,106	256,424.00	2,465.61
	Substation Technician	62,889.00	2,418.81
	Engineering Assistant	62,765.00	2,414.02
	Project Coordinator	50,091.00	1,926.55
	Metering Manager	78,346.00	3,013.29
	GIS Engineering Assistant	55,636.00	2,139.81
	Journeyman Lineman		
	17 @ 48.48/Hour	1,714,253.00	3,878.40
	Clerk/Dispatcher A		
	2 @ 28.07/Hour	116,772.00	2,245.60
	Meter Reader		
	4 @ 26.44/Hour	219,981.00	2,115.20
	Service Representative		
	5 @ 28.42/Hour	295,568.00	2,273.60
	Substation Lineworker		
	2 @ 51.30/Hour	213,408.00	4,104.00
	Buildings & Grounds Technician		
	1 @ 23.69/Hour	49,276.00	1,895.20
	Crew Leader - 1.00/Hour	10,400.00	
	Journeyman CL - 2.25/Hour	23,400.00	
			3,927,299.00

#### Other Personal Services

411.60	Overtime	250,000.00	
411.63	Longevity	49,405.00	
411.64	FTO (Flexible Time Off) Plan	40,000.00	
411.65	Professional Certification	93,840.00	
			433,245.00

#### Employee Benefits

413.01	Social Security Taxes	270,354.00	
413.02	Medicare	63,228.00	
413.05	Health Insurance	1,100,000.00	
413.06	Life Insurance	4,400.00	
413.08	Deferred Compensation Match	77,870.00	
413.12	Pension Benefit	423,000.00	
			1,938,852.00

## 2 Supplies

6301

### Office Supplies

54.42122	Office Supplies	5,000.00	
54.42273	Computer Expenses	23,000.00	
			28,000.00

### Other Supplies

54.42276	Uniforms	35,000.00	
56.42229	Plant Operation	90,000.00	
56.42318	Plant Maintenance Supplies	15,000.00	
			140,000.00

## 3 Other Services and Charges

6301

### Professional Charges

52.45915	Purchase Power	39,000,000.00	
54.43102	Legal Fees	30,000.00	
54.43103	Outside Services	225,000.00	
54.43104	Professional Fees	75,000.00	
			39,330,000.00

### Communication and Transportation

54.43210	Transportation Expense	90,000.00	
54.43212	Travel Expense	20,000.00	
54.43930	Education Expense	20,000.00	
54.43931	Apprentice Program	20,000.00	
			150,000.00

### Insurance

54.43410	Insurance - Property, Auto, WC	500,000.00	
			500,000.00

### Utilities

54.43511	Natural Gas Purchase	20,000.00	
54.43512	Water Purchase	7,400.00	
54.43581	CMP Fuel Purchase	60,000.00	
54.45915	Electric Purchase	30,000.00	
			117,400.00

### Repairs and Maintenance

54.42200	Street Lights	375,000.00	
54.42263	Meters Expense	10,000.00	
54.42264	Underground Line Expense	100,000.00	
54.42265	Distribution Construction Expense	5,000.00	
54.42266	Substation Expense	725,000.00	
54.42267	Overhead Line Expense	275,000.00	
54.42274	Stores Equipment	1,000.00	
54.42300	Structures	120,000.00	
54.42330	Transformers	10,000.00	
54.42350	Maintenance of Equipment and Service	75,000.00	
54.42365	Small Tools Expense	50,000.00	
54.43100	Contracted Services	50,000.00	
54.43101	Contracted Services - Line Clearing	300,000.00	
54.43161	Contracted Services - Substations	250,000.00	
			2,346,000.00

**Inventory**

141.10	Transformers	1,275,000.00	
141.11	Transformers Accessories	150,000.00	
141.20	Conduit	125,000.00	
141.21	Conduit Accessories	15,000.00	
141.31	Meter Accessories	30,000.00	
141.40	Wire	600,000.00	
141.41	Wire Accessories	75,000.00	
141.50	Poles	500,000.00	
141.51	Pole Accessories	75,000.00	
141.60	Street Lights	500,000.00	
141.61	Street Light Accessories	400,000.00	
141.70	Plant in Service	200,000.00	

3,945,000.00

**Other Services and Charges**

50.45200	Transfer to City/Debt Service	3,078,058.00	
	Transfer to City \$1,000,000		
	Debt Service for Bond \$2,078,058		
50.49500	PiLoT	683,467.00	
54.42310	Safety Equipment/Expense	110,000.00	
54.43900	Operational Expense	25,000.00	
54.43929	Dues, Fees, Subscriptions, Permit Fees	136,300.00	

4,032,825.00

56,888,621.00

**4 Capital Outlays****6303**

164.15	Underground Conduit and Boring	700,000.00	
165.14	Testing Equipment	100,000.00	
165.16	Power Operated Equipment	290,000.00	
165.17	Meters	375,000.00	
167.20	Transportation Equipment	425,000.00	
170.01	Substation Equipment	400,000.00	
170.05	Overhead Conductors and Devices	550,000.00	

2,840,000.00

**Net Surplus/Deficit**

716,499.00

# **Water Division**



## Water

### Revenue

#### 6101.00

361.00	Interest	300,000.00
370.10	Unmetered Sales	4,000.00
371.11	Municipal Sales	471,000.00
371.21	Residential Metered Sales	5,850,000.00
371.25	Commercial Metered Sales	5,500,000.00
372.10	Municipal Fire Protection	31,000.00
372.11	Municipal Fire Protection - Hydrant Fees	49,000.00
372.20	Private Fire Protection	879,000.00
372.21	Private Fire Protection - Hydrant Fees	2,384,649.00
380.10	Penalty	65,000.00
381.06	Water Taps	215,000.00
381.22	Service Charges	53,000.00
381.27	Meters	28,000.00
381.29	Hydrants	10,000.00
381.39	Services	1,000.00
399.00	Other Revenue	47,000.00

### Additional Revenue

#### 6101

253.12	Advance Construction	600,000.00
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16,487,649.00

## 1 Personal Services

### 6101.70

#### Salaries & Wages

		biweekly
411.02	Division Manager	3,846.15
	Assistant Manager	3,121.92
	Meter/Backflow Supervisor	3,005.84
	Quality Control Technician	2,556.88
	Quality Control Assistant C	2,125.02
	Procurement, Inventory, & Staff Coordinator	2,465.62
	System Technical & Telemetry Reliability Coordinator	2,760.11
	Distribution System Supervisor	3,005.84
	Well Head Protection Coordinator	2,465.62
	Project Manager	2,637.96
	Heavy Equipment Operator A	
	6 @ 31.61/Hour	2,528.80
	Heavy Equipment Operator B	
	2 @ 29.93/Hour	2,394.40
	Senior Utilityman	
	1 @ 31.39/Hour	2,511.20
	Intermediate Utilityman	
	2 @ 28.98/Hour	2,318.40
	Pipefitter A	
	1 @ 28.50/Hour	2,280.00

Pipefitter B		
2 @ 26.87/Hour	111,780.00	2,149.60
Pipefitter C		
1 @ 25.88/Hour	53,831.00	2,070.40
Maintenance Technician		
1 @ 28.98/Hour	60,279.00	2,318.40
General Maintenance B		
1 @ 25.59/Hour	53,228.00	2,047.20
Chief Meter/Backflow Inspector		
1 @ 31.43/Hour	62,375.00	2,514.40
Meter/Backflow Inspector		
1 @ 29.10/Hour	60,528.00	2,328.00
Meter Repairman A		
1 @ 28.49/Hour	59,260.00	2,279.20
Meter Installer B		
2 @ 26.87/Hour	111,780.00	2,149.60
Working Foreman - Distribution Systems		
1 @ 33.13/Hour	68,911.00	2,650.40
Chief Mechanic - Water Treatment		
1 @ 33.13/Hour	68,911.00	2,650.40
Crew Leader - 1.00/Hour	18,720.00	
		2,221,502.00

**Other Personal Services**

411.60 Overtime	75,000.00	
411.63 Longevity	39,890.00	
411.64 FTO (Flexible Time Off) Plan	8,500.00	
411.65 Professional Certification	76,920.00	
		200,310.00

**Employee Benefits**

413.01 Social Security Taxes	150,153.00	
413.02 Medicare	35,117.00	
413.05 Health Insurance	700,000.00	
413.06 Life Insurance	1,701.00	
413.08 Deferred Compensation Match	44,056.00	
413.12 Pension Benefit	288,000.00	
		1,219,027.00

## 2 Supplies

### 6101

#### Office Supplies

70.42122	Office Supplies	20,000.00	
70.42273	Computer Expenses	30,000.00	

50,000.00

#### Other Supplies

75.41313	Employee Other Benefits	10,000.00	
75.42272	Water Quality/Lab Supplies/Construction/Meter Maintenance Materials and Supplies	600,000.00	
75.42276	Uniforms	16,000.00	
75.42508	Concrete Material	160,000.00	

786,000.00

## 3 Other Services and Charges

### 6101

#### Professional Charges

70.43102	Legal Fees	30,000.00	
70.43103	Outside Services	275,000.00	
70.43104	Professional Services	1,700,000.00	
70.43116	Outside Lab Analysis	60,000.00	

2,065,000.00

#### Communication and Transportation

70.43200	Travel	5,000.00	
70.43930	Education	15,000.00	

20,000.00

#### Insurance

70.43410	Insurance - Property, Auto, WC	240,000.00	
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240,000.00

#### Utilities

70.43511	Natural Gas Purchase	75,000.00	
70.43581	CMP Fuel Purchase	65,000.00	
70.43582	Wastewater Utility Charge	40,000.00	
70.45915	Electric Purchase	800,000.00	

980,000.00

#### Repairs and Maintenance

70.43210	Transportation Expense	30,000.00	
70.43211	Juday Creek Expense	50,000.00	
75.42241	Equipment Rental	4,000.00	
75.42530	Chemicals/Water Treatment	475,000.00	
75.43210	Construction Equipment Expense	30,000.00	
75.42332	Maintenance Repairs Expense	40,000.00	

629,000.00

**Other Services and Charges**

50.45200	Debt Service	4,851,582.00	
50.49500	PiLoT	675,000.00	
70.43165	B.O. Shared Expense	387,775.00	
70.43900	Operational General Expense	10,000.00	
70.42310	Safety Equipment/Expense	20,000.00	
70.43929	Dues, Fees, Subscriptions	40,000.00	
			5,984,357.00
			14,395,196.00

**4 Capital Outlays**

**6103**

164.19	Structures/Improvements	50,000.00	
164.25	Hydrants	75,000.00	
165.13	Office Furniture and Equipment	40,000.00	
165.15	Tools, Implements, Equipment	40,000.00	
165.28	Vehicles	200,000.00	
170.00	Wells Source of Supply Cost	5,000.00	
170.02	Treatment Equipment Cost	5,000.00	
170.04	Equipment	225,000.00	
170.06	Pumping Equipment	5,000.00	
170.09	Water Treatment	50,000.00	
170.11	Supply Mains	5,000.00	
170.15	Meters	375,000.00	
170.22	Distribution Mains Cost	150,000.00	
170.23	Juday Creek Golf Course	20,000.00	
			1,245,000.00

**Net Surplus/Deficit** 243,438.00

# Wastewater Division



## Wastewater

### Revenue

#### 6201.00

371.10	Commercial/Industrial Sales	10,113,923.00	
371.15	Commercial Pretreatment Sales	90,098.00	
371.21	Residential Sales	10,109,790.00	
371.27	Industrial Pretreatment Sales	39,968.00	
371.30	Municipal Sales	448,192.00	
371.31	Municipal Pretreatment Sales	3,600.00	
380.10	Penalty	285,000.00	
380.20	Penalty/Pretreatment	950.00	
381.73	Inspection Fees	6,357.00	
			21,097,878.00

#### Operational Revenue

381.10	Meter Charge	7,500.00	
381.26	Industrial Permits	1,476.00	
381.28	Customer Service Charge	240.00	
381.61	Televising Lines	6,728.00	
381.75	Sewer - FOG Fees	9,000.00	
381.76	Sale of Scrap	500.00	
399.00	Other Revenue	25,000.00	
			50,444.00

#### Interest Income

361.00	Interest	700,000.00	
			700,000.00

#### 6202.00

381.41	T. I. F. Credit	2,760,000.00	
			2,760,000.00

#### 6203.00

381.71	Connection Fees	80,000.00	
			80,000.00
			24,688,322.00

# 1 Personal Services

## 6201.80

### Salaries & Wages

		biweekly	
411.02	Division Manager	100,000.00	3,846.15
	Assistant Manager		
	1 @ 79,100	79,100.00	3,042.29
	Operations Manager	72,783.00	2,799.34
	Chief Chemist	72,236.00	2,778.29
	Chemist		
	3 @ 66,881.00	200,643.00	2,572.34
	Maintenance Manager	72,783.00	2,799.34
	Operations Coordinator	60,699.00	2,334.54
	Chief Operator		
	1 @ 29.70/Hour	61,776.00	2,376.00
	Utility Operator A		
	4 @ 28.22/Hour	234,791.00	2,257.60
	Utility Operator B		
	2 @ 26.40/Hour	109,824.00	2,112.00
	Utility Operator C		
	4 @ 25.39/Hour	211,245.00	2,031.20
	Dewatering Mechanic		
	1 @ 31.69/Hour	65,916.00	2,535.20
	Maintenance Technician A		
	2 @ 28.98/Hour	120,557.00	2,318.40
	Maintenance Technician C		
	2 @ 25.85/Hour	107,536.00	2,068.00
	Chief Mechanic		
	1 @ 33.13/Hour	68,911.00	2,650.40
	Crew Leader - 1.00/Hour	2,000.00	
	Shift Premium (1st Shift) - 1.00/Hour	4,160.00	
	Shift Premium (3rd Shift) - 1.00/Hour	4,160.00	
	Swing Shift Premium - 1.50/Hour	6,240.00	
	Holiday Pay	30,498.00	
			1,685,858.00

### Other Personal Services

411.60	Overtime	150,000.00	
411.63	Longevity	18,870.00	
411.64	FTO (Flexible Time Off) Plan	2,534.00	
411.65	Professional Certification	37,864.00	
			209,268.00

**Employee Benefits**

413.01	Social Security Taxes	118,469.00	
413.02	Medicare	27,707.00	
413.05	Health Insurance	575,000.00	
413.06	Life Insurance	1,231.00	
413.08	Deferred Compensation Match	32,776.00	
413.12	Pension Benefit	225,000.00	
			980,183.00

**2 Supplies**

**6201**

**Office Supplies**

80.42122	Office Supplies	2,000.00	
80.42212	Operation Supplies/Maintenance	80,000.00	
80.42226	Lab Supplies/Equipment	45,000.00	
			127,000.00

**Other Supplies**

80.42276	Uniforms	9,000.00	
			9,000.00

**3 Other Services and Charges**

**6201**

**Professional Charges**

80.43102	Legal Fees	50,000.00	
80.43104	Professional Services	50,000.00	
80.43105	Sewer and Drainage	200,000.00	
80.43116	Outside Lab Analysis	15,000.00	
			315,000.00

**Communication and Transportation**

80.43200	Travel	4,500.00	
80.43210	Transportation Expense	1,000.00	
80.43930	Education	5,000.00	
			10,500.00

**Insurance**

80.43410	Insurance - Property, Auto, WC	211,000.00	
			211,000.00

**Utilities**

80.43511	Natural Gas Purchase	125,000.00	
80.43512	Water Purchase	150,000.00	
80.43581	CMP Fuel Purchase	6,000.00	
80.45915	Electric Purchase	550,000.00	
			831,000.00

**Repairs and Maintenance**

80.42509	Hypochlorite Solution	165,000.00	
80.42510	Pretreatment Materials	10,000.00	
80.42511	Ferrous Chloride & Parts	120,000.00	
80.42512	Sodium Bisulfite	70,000.00	
80.42513	Polymer	120,000.00	
84.42224	Sludge Thickening	5,000.00	
84.42227	Biosolids Dewatering	15,000.00	
84.42313	Disinfection Equipment	5,000.00	
84.42314	Digester System	50,000.00	
84.42315	Primary Tank	150,000.00	
84.42316	Secondary Tank	12,000.00	
84.42317	Grit System	5,000.00	
84.42319	Blowers	45,000.00	
84.42321	Buildings & Grounds	200,000.00	
84.42322	Equipment	4,000.00	
84.42325	Lift Station Maintenance	50,000.00	
84.42326	SCADA - Telemetry System	10,000.00	
84.42328	Screening Equipment	5,000.00	
84.42333	Pumps & Motors	50,000.00	
84.42365	Small Tools Expense	5,000.00	
84.43140	Biosolids Land Application	160,000.00	

1,256,000.00

**Other Services and Charges**

50.45200	Debt Service	10,566,202.00	
50.49500	PiLoT	2,159,163.00	
80.42310	Safety Equipment/Expense	6,000.00	
80.43114	Permit Fees	20,000.00	
80.43900	Operational General Expense	5,000.00	
80.43929	Dues, Fees, Subscriptions	1,000.00	
80.43165	B.O. Shared Expenses	387,775.00	

13,145,140.00

18,779,949.00

**4 Capital Outlays**

**6203**

162.03	Lift Station Structures	1,100,000.00	
164.19	Biosolids Centrifuge	250,000.00	
165.51	Sewer and Drainage	100,000.00	
167.20	Transportation Equipment	45,000.00	

1,495,000.00

Sewer

**1 Personal Services**

**6201.86**

Salaries & Wages

		biweekly	
411.02	Department Manager	75,000.00	2,884.62
	Assistant Manager	64,345.00	2,474.80
	MS4 Manager	63,668.00	2,448.75
	Project Coordinator	49,136.00	1,889.84
	Locate/Bonds/Permit Coordinator	47,386.00	1,822.52
	Assistant Director of Engineering	7,424.00	285.53
	Advanced Operator Video Inspection		
	2 @ 28.06/Hour	116,730.00	2,244.80
	Advanced Operator Combination Truck		
	3 @ 28.67/Hour	178,901.00	2,293.60
	GIS Coordinator		
	1 @ 27.15/Hour	56,472.00	2,172.00
	Locator/Construction Inspector		
	1 @ 27.15/Hour	56,472.00	2,172.00
	Repairman		
	2 @ 26.88/Hour	111,821.00	2,150.40
	Utility Operator		
	4 @ 26.31/Hour	218,900.00	2,104.80
	General Laborer II		
	1 @ 24.43/Hour	50,815.00	1,954.40

1,097,070.00

Other Personal Services

411.60	Overtime	5,000.00	
411.63	Longevity	12,050.00	
411.64	FTO (Flexible Time Off) Plan	1,500.00	
411.65	Professional Certification	45,500.00	

64,050.00

Employee Benefits

413.01	Social Security Taxes	72,420.00	
413.02	Medicare	16,937.00	
413.03	PERF	130,100.00	
413.05	Health Insurance	349,200.00	
413.06	Life Insurance	810.00	
413.08	Deferred Compensation Match	21,942.00	

591,409.00

## 2 Supplies

6201

### Office Supplies

86.42122 Office Supplies	2,000.00	
		2,000.00

### Other Supplies

86.42276 Uniform Expense	15,000.00	
		15,000.00

## 3 Other Services and Charges

6201

### Communication and Transportation

86.43200 Travel	500.00	
86.43930 Education	3,000.00	
		3,500.00

### Insurance

86.43412 Insurance	86,300.00	
		86,300.00

### Utilities

86.43581 CMP Fuel Purchase	28,000.00	
		28,000.00

### Repairs and Maintenance

86.42231 Technology	5,000.00	
86.42309 Buildings & Grounds	2,000.00	
86.42310 Safety Equipment	3,000.00	
86.42311 Sewer Line Maintenance	175,000.00	
86.42320 Equipment Rental	250.00	
86.42364 Equipment Maintenance	65,000.00	
86.43121 Prepaid Software Maintenance	5,000.00	
		255,250.00

### Other Services and Charges

86.42212 Operational Expense	5,000.00	
86.42228 Small Tools	250.00	
86.43115 Dues/Fees/Subscriptions	200.00	
		5,450.00
		2,148,029.00

## 4 Capital Outlays

6203

164.04 Sewer Upgrade	350,000.00	
164.21 Transportation Equipment	750,000.00	
165.49 Pipe Lining/Rehab	500,000.00	
		1,600,000.00

Net Surplus/Deficit

61,329.00

## **Support Services**



## Support Services

### Revenue

#### 6301.00

384.10	Other Revenue	50,000.00	
			50,000.00

### 1 Personal Services

#### Salaries & Wages

biweekly

411.01	Corporate Counsel	32,975.00	1,268.27
	Mayor	25,000.00	961.54
411.02	Business Office Manager	85,000.00	3,269.23
	Executive Director of Development & Governmental Affairs	105,000.00	4,038.46
	Data Processing Supervisor	63,595.00	2,445.94
	Staff Consultant	75,000.00	2,884.62
	CIS Specialist	58,118.00	2,235.30
	Network Operations Administrator	59,993.00	2,307.39
	Computer Operator/Account Specialist	54,662.00	2,102.35
	Customer Service Represenative		
	3 @ 51,668	155,004.00	1,987.22
	Financial Analyst	54,005.00	2,077.09
	City Attorney	4,273.00	164.33
	CPC Clerk A		
	7 @ 22.77/Hour	331,532.00	1,821.60
	Lock Box Mail Processing Clerk		
	1 @ 23.09/Hour	48,028.00	1,847.20
	Terminal Operator A		
	2 @ 23.09/Hour	96,055.00	1,847.20
	Cashier A		
	1 @ 22.77/Hour	47,362.00	1,821.60
431.23	Assistant City Attorney	20,435.00	785.96
			1,316,037.00

**Other Personal Services**

411.60	Overtime	1,000.00	
411.63	Longevity	19,695.00	
411.64	FTO (Flexible Time Off) Plan	4,500.00	
411.65	Professional Certification	10,000.00	
			35,195.00

**Employee Benefits**

413.01	Social Security Taxes	83,777.00	
413.02	Medicare	19,593.00	
413.03	PERF	1,000.00	
413.05	Health Insurance	370,000.00	
413.06	Life Insurance	3,138.00	
413.08	Deferred Compensation Match	26,321.00	
413.12	Pension Benefit	171,000.00	
			674,829.00

**2 Supplies****6301****Office Supplies**

61.42113	General Office Expenses	25,000.00	
61.42115	Computer Expenses	15,000.00	
			40,000.00

**3 Other Services and Charges****6301****Professional Charges**

61.43102	Legal Fees	29,000.00	
61.43104	Professional Services	22,000.00	
			51,000.00

**Communication and Transportation**

61.43200	Travel	15,000.00	
61.43202	Postage	210,000.00	
61.43517	Telephone	15,000.00	
61.43930	Education	21,000.00	
			261,000.00

**Printing and Advertising**

61.43314	Utility Promotion Expense	18,000.00	
			18,000.00

**Repairs and Maintenance**

61.42312	Maintenance of Office Equipment	5,000.00	
			5,000.00

**Other Services and Charges**

61.42121	Outside Services	5,000.00	
61.42229	Plant Operations	97,000.00	
61.43900	Operational Equipment Expenses	3,000.00	
61.43940	Employee Clinic	200,000.00	
61.43991	Cashier Shortages/Overages	100.00	
61.43165	Shared BO Expenses	100,000.00	
61.43167	Shared City Expenses	800,000.00	
			1,205,100.00

**Prepaid Contracts**

610.61.43121	Software Maintenance Contracts	195,000.00	
601.61.43121	Software Maintenance Contracts	97,500.00	
606.61.43121	Software Maintenance Contracts	97,500.00	
			390,000.00
			3,996,161.00

**Net Surplus/Deficit**

(3,946,161.00)



**Consolidated**



**MISHAWAKA UTILITIES  
CONSOLIDATED BUDGET  
2025**

<b>Total Revenue</b>	<b>103,654,671.00</b>
<b>Total Expense</b>	95,432,406.00
<b>Total Capital</b>	7,180,000
<b>Net Budget</b>	<u>102,612,406.00</u>
<b>Net Surplus/Deficit</b>	<u>1,042,265.00</u>
% of Gross Revenue	1.0%



## **Salary Ordinances**



PROPOSED ORDINANCE NO. 2024 - 28

ORDINANCE NO. 5908

AN ORDINANCE FIXING THE SALARIES  
OF CERTAIN ELECTED OFFICIALS OF THE CITY OF MISHAWAKA  
FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025

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, 2025, shall be payable in 26 equal biweekly pay periods beginning January 3, 2025 in the following amounts:

	Biweekly salary
Mayor	\$ 3,530.54
Clerk	2,884.62
Council member	769.24
Council President Stipend	76.93

Section 2. Clerk Certifications

IN ACCREDITED MUNICIPAL CLERK ADVANCED (IAMCA)	61.54
IN ACCREDITED MUNICIPAL CLERK (IAMC)	50.00
CERTIFIED MUNICIPAL CLERK (CMC)	61.54
MASTER MUNICIPAL CLERK (MMC)	76.93
CERTIFIED PUBLIC FINANCE ADMINISTRATOR (CPFA)	57.90

The MMC pay substitutes and replaces the CMC pay. Pursuant to the IIMC rules, the MMC replaces the CMC, and that later designation is dropped.

Section 3. Any prior ordinances in conflict herewith are hereby repealed.

Section 4. This ordinance shall be in full force and effect from and after its publication, passage, signing and due attestation.

Section 5. The City will contribute a match of 100% of the elected official's contribution not to exceed 2% of the employee's base biweekly pay for all employees eligible for participation in the State's 457(b) plan.

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

This 28 day of October, 2024, at 7:14 o'clock, p. m.

Gregg Hixenbaugh /s/  
Gregg Hixenbaugh, President

ATTEST:

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

PRESENTED BY ME to the Mayor, this 29 day of October 2024, at  
8:40 o'clock, a. m.

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

APPROVED BY ME this 29 day of October 2024, at 9:47 o'clock  
a. m.

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

**PROPOSED ORDINANCE 2024-27**

**ORDINANCE 5907**

**AS AMENDED**

AN ORDINANCE FIXING THE SALARIES OF ALL EMPLOYEES OF THE CITY OF MISHAWAKA EXCEPT, ELECTED OFFICIALS, SWORN PUBLIC SAFETY, MISHAWAKA PARK DEPARTMENT, AND THE MISHAWAKA UTILITIES FOR THE CITY OF MISHAWAKA, INDIANA, FOR THE YEAR BEGINNING JANUARY 1, 2025.

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 Elected Officials, sworn Public Safety, the Mishawaka Park Department, and the Mishawaka Utilities for the year beginning January 1, 2025, and shall be payable in 26 bi-weekly pay periods commencing on January 3, 2025.

	<b>BIWEEKLY SALARY</b>
MAYOR'S EXECUTIVE ASSISTANT	\$ 2,307.70
MAYOR'S ADMINISTRATIVE ASSISTANT	\$ 1,916.07
MAYOR'S EXECUTIVE SECRETARY	\$ 1,623.98
CONTROLLER	\$ 4,038.46
DEPUTY CONTROLLER	\$ 2,985.58
ACCOUNTANT	\$ 2,259.58
PAYROLL CLERK	\$ 1,887.35
BOOKKEEPER A	\$ 1,930.38
BOOKKEEPER B	\$ 1,589.74
BOOKKEEPER C	\$ 1,488.41
SENIOR PURCHASING AGENT	\$ 2,154.15
PURCHASING AGENT	\$ 1,849.58
CERTIFICATIONS:	
CPA CERTIFICATION FT	192.31
CERTIFIED PUBLIC FUNDS INVESTMENT MGR*	19.24
ADVANCED CPFIM*	38.47
INDIANA ACCREDITED MUNICIPAL CLERK (IAMC)	50.00
CERTIFIED PUBLIC FINANCE ADMINISTRATOR*	57.70
ADVANCED CPFA*	76.93
*advanced supersedes previous award	
CHIEF DEPUTY CLERK I	\$ 1,954.75
CHIEF DEPUTY CLERK II	\$ 1,838.37
CERTIFICATIONS:	
IN ACCREDITED MUNICIPAL CLERK (IAMC)	50.00
CERTIFIED PUBLIC FINANCE ADMINISTRATOR	57.70
IN ACCREDITED MUNICIPAL CLERK ADVANCED (IAMCA)	61.54
CERTIFIED MUNICIPAL CLERK (CMC)*	61.54
MASTER MUNICIPAL CLERK (MMC)*	76.93
*only one may be held at a time	
HR DIRECTOR	\$ 2,637.28
SAFETY DIRECTOR	\$ 2,688.16
ASST DIRECTOR	\$ 1,909.00

OFFICE ADMINISTRATOR	\$ 1,634.40
HR OFFICE MANAGER	\$ 1,623.25
HR OFFICE ASSISTANT	\$ 1,592.31
HR MASTERS CERTIFICATION	57.70
HR CERTIFICATION	19.23
DIRECTOR OF IT	\$ 3,383.65
PUBLIC SAFETY ADMINISTRATOR	\$ 2,786.54
NETWORK ADMINISTRATOR	\$ 2,667.11
SYSTEMS ADMINISTRATOR	\$ 2,667.11
TIER II HELP DESK	\$ 2,149.61
TIER I HELP DESK	\$ 2,030.19
IT OFFICE COORDINATOR	\$ 1,990.39
CORPORATE COUNSEL	\$ 2,770.19
1 <sup>st</sup> DEPUTY CITY ATTORNEY	\$ 2,853.20
2 <sup>nd</sup> DEPUTY ASST CITY ATTORNEY	\$ 785.96
COUNCIL ATTORNEY	\$ 785.96
DIRECTOR OF ENGINEERING	\$ 4,038.46
ASSISTANT DIRECTOR	\$ 2,983.32
PROJECT MANAGER	\$ 2,891.56
TRAFFIC MANAGER	\$ 2,465.61
CONSTRUCTION COORDINATOR	\$ 2,217.32
TECHNICIAN	\$ 2,202.90
GIS COORDINATOR	\$ 2,465.61
PROJECT COORDINATOR	\$ 1,837.44
LOCATOR/INSPECTOR	\$ 1,885.48
OFFICE ADMINISTRATOR	\$ 1,634.40
OFFICE MANAGER	\$ 1,623.25
PE BONUS FT	192.31
IDEM REVIEW BOARD BONUS	153.85
FIRE ADMINISTRATIVE ASSISTANT	\$ 1,916.07
FIRE OFFICE ADMINISTRATOR	\$ 1,634.28
FIRE EXECUTIVE SECRETARY	\$ 1,623.98
FIRE OFFICE MANAGER	\$ 1,618.75
SERVICES DIVISION DIRECTOR	\$ 2,786.54
TRAINER	\$ 2,193.60
RECRUITER	\$ 2,101.39
FORENSIC SCIENCE LAB TECHNICIAN/ PROPERTY ROOM SPECIALIST	\$ 2,128.49
POLICE RECRUIT	\$ 1,939.52
ADMINISTRATIVE ASSISTANT	\$ 1,916.07
DIGITAL MEDIA/STATISTICAL	\$ 1,783.13
PROPERTY MANAGER	\$ 1,783.13
EXECUTIVE SECRETARY	\$ 1,624.38
ADMINISTRATIVE SECRETARY	\$ 1,644.64
SERVICES ADMINISTRATOR	\$ 1,841.11
OFFICE MANAGER	\$ 1,786.57
PROPERTY CLERK	\$ 1,573.39
SECRETARY	\$ 1,624.03
PARKING PERSONNEL	\$ 1,624.03
CROSSING GUARDS	21 pays@ 411.90
ANNUAL CLOTHING:	

PARKING PERSONNEL	600
FORENSIC SCI. LAB ANALYST/PR. SP.	1,000
IDAC SPECIALIST	96.16
MAJOR CRIMES EVIDENCE TECHNICIAN	76.93
CROSSING GUARD SUBSTITUTE	20 per day
SUMMER SCHOOL CROSS GUARD	20 per day
DIRECTOR OF CODE ENFORCEMENT	\$ 2,884.62
OFFICE ADMINISTRATOR	\$ 1,634.40
OFFICE MANAGER	\$ 1,623.25
CODE ENF OFFICER A	\$ 2,211.91
CODE ENF OFFICER B	\$ 1,856.69
BUILDING COMMISSIONER	\$ 2,884.62
ASSISTANT BUILDING COMMISSIONER	\$ 2,619.11
OFFICE ADMINISTRATOR	\$ 1,634.40
OFFICE MANAGER	\$ 1,623.25
INSPECTOR A	\$ 2,663.13
INSPECTOR B	\$ 2,418.70
PERMIT TECH I	\$ 1,927.09
EXECUTIVE DIRECTOR	\$ 4,038.46
SENIOR PLANNER/ECONOMIC DEVELOPMENT SPECIALIST	\$ 2,454.38
CITY PLANNER	\$ 2,936.83
SENIOR PLANNER	\$ 2,464.51
ASSOCIATE PLANNER	\$ 2,122.96
ADMINISTRATIVE PLANNER	\$ 1,895.47
OFFICE MANAGER	\$ 1,611.03
CERTIFICATIONS:	
FELLOW OF THE AMERICAN SOCIETY OF LANDSCAPE ARCHITECT (FASLA)	96.16
AMERICAN INSTITUTE OF CERTIFIED PLANNERS (AICP)	57.70
DIRECTOR OF COMMUNITY DEVELOPMENT	\$ 3,050.99
TIF CONSTRUCTION MANAGER	\$ 2,891.56
PROGRAM CONSTRUCTION MANAGER	\$ 2,624.75
PROGRAM COORDINATOR	\$ 1,916.71
GRANT MANAGER	\$ 2,407.57
GRANT SPECIALIST	\$ 1,639.89
CENTRAL SERVICES ASSISTANT	\$ 2,587.50
STREET COMMISSIONER	\$ 3,269.23
OFFICE ADMINISTRATOR	\$ 1,811.27
OFFICE MANAGER	\$ 1,671.92
SECRETARY	\$ 1,589.94

**BIWEEKLY HOURLY**

PART-TIME HELP	7.25-30.00
CENTRAL SERVICES:	
FLEET MAINTENANCE TECHNICIAN	25.95

CENTRAL SERVICES/MVH:	
GROUP 1	24.67
GROUP 2	23.39
GROUP 3	22.45
NIGHT BONUS/SHIFT DIFFERENTIAL	.55/.60
PROJECT COORDINATOR	1.00
CDL TRAINER - ANNUAL	2500

**ANNUAL/MISC**

BOARD OF PUBLIC WORKS AND SAFETY AND UTILITY BOARD	
PRESIDENT	1500
MEMBER	1000
PLAN COMMISSION	600
BZA MEMBER	375

INSURANCE STIPEND:  
ASST CITY ATTORNEY & COUNCIL ATTORNEY 500 per month

Section 2. The City will contribute a match of 100% of the employee's contribution not to exceed 2% of the employee's base biweekly pay for all employees eligible for participation in the State's 457(b) plan.

Section 3. Longevity Bonus will be provided annually to the Central Service and Motor Vehicle Highway Teamster employees. 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 employee's 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 4. Longevity Bonus will be provided annually to the Civil City non-union employees. 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 employee's 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 \$150.00 will be added for each year of service after the 10th year.

Section 5. 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 6. 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 28 day of October 2024, at 7:05 o'clock, p. m.

Gregg Hixenbaugh /s/  
Gregg Hixenbaugh, Presiding Officer

ATTEST:

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

PRESENTED BY ME, to the Mayor on this 29 day of October 2024, at 8:38 o'clock, a. m.

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

APPROVED BY ME this 29 day of October 2024, at 9:47 o'clock, a. m.

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

PROPOSED ORDINANCE NO. 2024-37

ORDINANCE NO. 5915

AN ORDINANCE AMENDING ORDINANCE 5907AA 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, 2025.

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

**Section 1.** Ordinance number 5907AA passed by the Common Council of the City of Mishawaka, Indiana, on the 28th of October 2024 is hereby amended as follows:

<u>CENTRAL SERVICES/MVH CERTIFICATIONS</u>	<u>ANNUAL</u>
TANKER	50
CDL B	200
CDL A	400

**Section 2.** 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 16 day of December 2024 at 6:25 o'clock, p. m.

Gregg A. Hixenbaugh /s/  
Gregg A. Hixenbaugh, Presiding Officer

ATTEST:

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

PRESENTED BY ME, to the Mayor on this 17 day of December 2024, at 8:49 o'clock, am

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

APPROVED BY ME this 17 day of December 2024, at 9:54 o'clock, a.m.

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

**PROPOSED ORDINANCE 2024-30**

**ORDINANCE 5910  
AS AMENDED**

AN ORDINANCE FIXING THE SALARIES OF ALL SWORN FIRE EMPLOYEES OF THE CITY OF MISHAWAKA FOR THE CITY OF MISHAWAKA, INDIANA, FOR THE YEAR BEGINNING JANUARY 1, 2025, AND CONTINUING FOR TWO YEARS.

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

Section 1. The biweekly salaries of sworn fire employees for the year beginning January 1, 2025, and continuing for two years shall be payable in bi-weekly pay periods commencing on January 3, 2025.

	<b>2025</b>	<b>2026</b>
	<b>BIWEEKLY SALARY</b>	<b>BIWEEKLY SALARY</b>
FIRE CHIEF	\$ 4,038.46	\$ 4,220.19
ASSISTANT CHIEF	\$ 3,820.39	\$ 3,992.31
CHIEF FIRE PREVENTION	\$ 3,325.19	\$ 3,474.82
BATTALION CHIEF	\$ 3,499.79	\$ 3,657.28
CAPTAIN	\$ 3,328.96	\$ 3,478.76
FIRE INSPECTOR CAPT	\$ 3,328.96	\$ 3,478.76
LIEUTENANT	\$ 3,246.86	\$ 3,392.97
FIRE INSPECTOR LT	\$ 3,246.86	\$ 3,392.97
DRIVER OPERATOR	\$ 3,169.24	\$ 3,311.86
1 <sup>ST</sup> CLASS FIREFIGHTER	\$ 3,092.83	\$ 3,232.01
MASTER FIREFIGHTER	\$ 2,959.50	\$ 3,092.68
PROBATION - FF/EMT	\$ 2,690.70	\$ 2,811.78
<b>ANNUAL/MISC:</b>	<b>2025</b>	<b>2026</b>
<b><u>CERTIFICATIONS:</u></b>		
ADVANCED EMT	1,000	1,000
PARAMEDIC	2,000	2,000
LEAD PARAMEDIC	6,000	6,000
<b><u>DAILY RIDE PAY:</u></b>		
ADVANCED EMT	50	
PARAMEDIC	50	
LEAD PARAMEDIC	100	
EMT/PARAMEDIC		100
SUPERVISING PARAMEDIC		150
<b><u>UNIFORM ALLOWANCE:</u></b>		
1 <sup>ST</sup> YEAR OF SERVICE	625	750
AFTER 1 <sup>ST</sup> YEAR OF SERVICE	1,250	1,500

**SPECIALTY PAY:**

WATER RESCUE/RECOVERY LEADER	1,050
WATER DIVE/RESCUE TEAM MEMBER	950
DIVER APPRENTICE	500
DRONE OPERATOR	750
SELF-CONTAINED BREATHING APPARATUS TEAM TECHNICIAN	1,000
MECHANIC	2,500
INFORMATION TECHNOLOGY	1,500

Section 2. The City will contribute 3% of the employee portion to the 1977 Police Pension for all employees eligible for participation in the 1977 Police Pension 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 a match of 100% of the employee's contribution not to exceed 2% of the employee's base biweekly pay for all employees eligible for participation in the State's 457(b) plan.

Section 5. 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 28 day of October 2024, at 7:35 o'clock, p . m.

Gregg Hixenbaugh /s/  
Gregg Hixenbaugh, Presiding Officer

ATTEST:

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

PRESENTED BY ME, to the Mayor on this 29 day of October 2024, at

8:44 o'clock, a . m.

Debroah S. Block /s/  
Deborah S. Block, IAMCA, MMC, City Clerk

APPROVED BY ME this 28 day of October 2024, at 9:47 o'clock, a . m.

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

**PROPOSED ORDINANCE 2024-29**

**ORDINANCE 5909**

AN ORDINANCE FIXING THE SALARIES OF ALL SWORN POLICE EMPLOYEES OF THE CITY OF MISHAWAKA FOR THE CITY OF MISHAWAKA, INDIANA, FOR THE YEAR BEGINNING JANUARY 1, 2025.

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

Section 1. The biweekly salaries of sworn police officers for the year beginning January 1, 2025, and shall be payable in 26 bi-weekly pay periods commencing on January 3, 2025.

	<b>BIWEEKLY SALARY 2025</b>
POLICE CHIEF	\$ 4,040.48
ASSISTANT CHIEF	\$ 3,841.44
CAPTAIN	\$ 3,634.62
LIEUTENANT	\$ 3,576.92
SERGEANT	\$ 3,519.23
1 <sup>st</sup> CLASS OFFICER	\$ 3,461.54
2 <sup>nd</sup> CLASS OFFICER	\$ 2,577.11
PROBATION	\$ 2,341.05
NIGHT SHIFT DIFFERENTIAL	\$26.92
<b>POLICE:</b>	
UNIFORM ALLOWANCE – semi annual	2,050
	<b>ANNUAL/MISC</b>
EQUIPMENT MAINT ALLOWANCE	1,250
RESIDENCY STIPEND	2,500
2 <sup>ND</sup> INSTALLMENT FOR 2023:	
LATERAL TRANSFER	3,000
NEW HIRE OFFICER	2,000
<b>SPECIALTY PAY:</b>	
MAJOR CRIMES DETECTIVE	2,000
MAJOR CRIMES EVIDENCE TECHNICIAN	2,000
SWAT	1,000
DRE – DRUG RECOGNITION EXPERT	500
EMERGENCY RESPONSE TEAM	500
EVIDENCE TECHNICIAN	500
FACT – FATAL ALCOHOL & CRASH TEAM	500
NEGOTIATOR	500
SVU – SPECIAL VICTIMS UNIT	1,000
TRAFFIC TECHNICIAN/DIAGRAMMER	500
BREATH TEST OPERATOR	250

INSTRUCTORS  
MOTORCYCLE

500  
250

Section 2. The City will contribute 3% of the employee portion to the 1977 Police Pension for all employees eligible for participation in the 1977 Police Pension 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 a match of 100% of the employee's contribution not to exceed 2% of the employee's base biweekly pay for all employees eligible for participation in the State's 457(b) plan.

Section 5. 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 28 day of October 2024, at 7:23 o'clock, p. m.

Gregg Hixenbaugh /s/  
Gregg Hixenbaugh, Presiding Officer

ATTEST:

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

PRESENTED BY ME, to the Mayor on this 29 day of October 2024, at 8:42 o'clock,  
a. m.

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

APPROVED BY ME this 29 day of October 2024, at 9:47 o'clock, a. m.

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



# CITY OF MISHAWAKA



DAVID A. WOOD, MAYOR

PARKS AND RECREATION DEPARTMENT  
ADMINISTRATION OFFICE

## 2025 PARK SALARY RESOLUTION

SECTION 1. The biweekly salaries for the year beginning January 1, 2025, shall be payable in 26 equal biweekly pay periods beginning January 3, 2025.

	<b>2025</b>
	<b><u>Biweekly</u></b>
PARK SUPERINTENDENT	\$3,269.24
ASSISTANT PARK SUPERINTENDENT	\$2,362.37
DIRECTOR OF OPERATIONS	\$2,232.13
SPECIAL EVENTS & ACTIVITIES DIRECTOR	\$2,173.93
RECREATION & FACILITIES DIRECTOR	\$2,184.33
FACILITIES COORDINATOR	\$1,805.29
CAMP & COMMUNITY ENGAGEMENT DIRECTOR	\$2,173.93
DIRECTOR OF AQUATICS/ ICE RINK	\$2,184.33
AQUATICS/ ICE RINK ASSISTANT	\$1,840.33
COMMUNITY CENTER DIRECTOR	\$2,184.33
IRONWORKS PROGRAM & EVENTS DIRECTOR	\$1,928.05
OFFICE COORDINATOR	\$2,071.19
RECEPTIONIST	\$1,647.05
LANDSCAPE/URBAN FORESTRY DIRECTOR	\$2,279.07
LANDSCAPE/URBAN FORESTRY ASSISTANT	\$1,840.43
GOLF COURSE SUPERINTENDENT	\$2,584.24
ASSISTANT GOLF COURSE SUPERINTENDENT	\$2,179.11
DIRECTOR OF GOLF OPERATIONS	\$2,389.54
BANQUET COORDINATOR – EBERHART	\$1,928.05
EQUIPMENT FOREMAN	\$2,032.46
	<b><u>Annual</u></b>
Board Member	\$300.00
	<b><u>Hourly</u></b>
GR 1	\$24.67
GR 2	\$23.39
GR 3	\$22.45
SHIFT DIFFERENTIAL/NIGHT BONUS	\$.55/\$.60
PART-TIME SEASONAL	\$7.25-\$17.00 PER HOUR
LIFEGUARD	\$7.25-\$17.00 PER HOUR
ASSISTANT DIRECTOR OF GOLF	\$7.25-\$17.00 PER HOUR
FACILITY SUPERVISOR	\$7.25-\$17.00 PER HOUR
SEASONAL LANDSCAPER	\$7.25-\$17.00 PER HOUR

SECTION 2. The Park Board may authorize pay up to 15% less than annual salaries listed to new employees during a twelve-month probationary period.

SECTION 3. The City / Park will contribute the employee portion of 3% to the Public Employees Retirement Fund for all those employees eligible for participation in the PERF program.

SECTION 4: Longevity Bonus will be provided annually to the Park Teamster employees. 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 employee's 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.

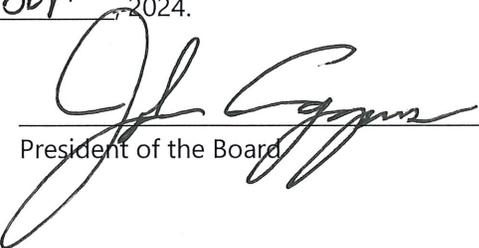
SECTION 5: Longevity Bonus will be provided annually to the Park non-union employees. The Longevity Bonus will be offered to the employees as additional pay. The Longevity Bonus shall be payable annually on the first paycheck following each employee's anniversary date with the regular payroll. The annual 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

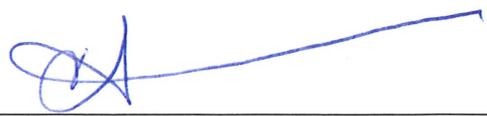
An additional \$150.00 will be added for each year of service after the 10th year.

SECTION 6. The City / Park will match 100% of the employee's deferred compensation contribution up to 2% of the employee's base bi-weekly pay for those employees eligible for participation in the Deferred Compensation program.

SECTION 7. Passed this 12<sup>th</sup> day of November, 2024.

  
\_\_\_\_\_  
President of the Board

ATTEST:

  
\_\_\_\_\_  
Secretary of the Board

**RESOLUTION NO. 2024 - 03**

**RESOLUTION OF THE CITY OF MISHAWAKA, INDIANA  
DEPARTMENT OF COMMUNITY DEVELOPMENT,  
REDEVELOPMENT COMMISSION, FIXING SALARIES FOR  
THE STAFF OF THE DEPARTMENT EFFECTIVE JANUARY 1, 2025**

**WHEREAS**, the Redevelopment Commission, City of Mishawaka, Indiana, having heretofore appointed certain employees should now fix their biweekly salaries, with such being effective the 1st day of January, 2025.

**NOW THEREFORE, BE IT RESOLVED** by the City of Mishawaka, Indiana, Department of Community Development, Redevelopment Commission:

**Section 1.** The biweekly salaries for the following employees of the Department of Community Development will be paid in accordance with the schedule hereinafter recited, effective the 1st day of January, 2025, shall be payable in 26 equal biweekly pay periods commencing on January 3, 2025.

	<u><i>Bi-Weekly Pay</i></u>
Program Construction Manager	\$ 2,624.75
Grant Manager	\$ 2,407.57
Program Coordinator	\$ 1,916.71

**Section 2.** Both the City Controller as Treasurer and the Executive Director perform integral roles for the Redevelopment Commission. Their salaries approved by the Common Council are noted below:

	<u><i>Bi-Weekly Pay</i></u>
Executive Director	\$ 4,038.46
City Controller	\$ 4,038.46

**Section 3.** The City will contribute the employee portion of 3% to the Public Employee Retirement Fund for those employees eligible for participation in the Public Employee Retirement Fund.

**Section 4.** The City will match 100% of the employee's 457(b) contribution up to 2% of the employee's base biweekly pay for those employees eligible for participation in the Deferred Compensation program.

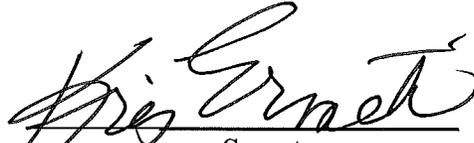
**Section 5.** A Longevity Bonus will be provided annually to full-time non-union employees. The longevity bonus will be offered to the employees as additional pay. The Longevity Bonus shall be payable annually on the first paycheck following each employee's anniversary date with the regular payroll. The annual Longevity Bonus will be based on the following schedule. Said schedule is based on completed years of service.

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

An additional \$150.00 will be added for each year of service after the 10th year.

DATED in Mishawaka, Indiana this 14~~th~~ day of November 2024.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

RESOLUTION NO. 2024-07

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 2025

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 2025 to the Utilities Board for review and approval; and

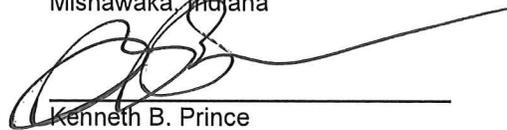
WHEREAS, collective bargaining with Teamsters Local 364 has resulted in the following wage rates for certain employees of the Sewer Maintenance Department, to take effect on January 1, 2025;

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

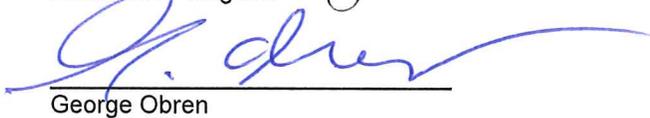
The Board hereby approves and confirms the salaries and wages on the attached schedule, all to take effect on January 1, 2025. For salaried positions, bi-weekly pay for the year beginning January 1, 2025 shall be payable every other week beginning on January 1, 2025 per the attached schedule. For hourly positions, the hourly wage shall apply.

PASSED by the Utilities Board of the City of Mishawaka, Indiana, on this 26<sup>th</sup> day of November, 2024.

UTILITIES BOARD  
Mishawaka, Indiana

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

  
\_\_\_\_\_  
Rebecca S. Maguire

  
\_\_\_\_\_  
George Obren

ATTEST:

  
\_\_\_\_\_  
Donna Burkart, Clerk of the Board

**MISHAWAKA UTILITIES  
2025 WAGE SCHEDULE  
Salaried, Full Time, Non-Union Employees**

**ELECTRIC DIVISION**

**Biweekly Pay**

Construction Foreman	3,888.60
Division Manager	3,846.15
Engineering Assistant	2,414.02
GIS Enigeering Assistant	2,139.81
Office Coordinator	1,778.60
Operations Coordinator	2,521.13
Project Coordinator	1,926.55
Project Manager	3,013.28
Senior Engineering Assistant	2,465.61
Substation Supervisor	3,013.28
Substation Technician	2,418.81
Superintendent	4,004.68
System Reliability Supervisor	3,442.98
Advanced Safety Certification	\$1.00
Advanced Line Worker Cert II	\$1.00
Advanced Managerial Oversight	192.31
Certification Bonus (Thermographer)	80.00
Certification Bonus (Master Instructor/Trainer)	80.00

**METERING DEPARTMENT**

Manager	3,013.29
Advanced Safety Certification	\$1.00
Advanced Line Worker Cert II	\$1.00

**WATER DIVISION**

Assistant Manager	3,121.92
Distribution System Supervisor	3,005.84
Division Manager	3,846.15
GIS Coordinator	2,465.62
Meter/Backflow Supervisor	3,005.84
Office Coordinator	1,778.60
Operations Coordinator	2,640.67
Procurement, Inventory & Employee Liason	2,465.62
Project Manager	2,637.96
Project Coordinator	1,889.85
Quality Control Assistant B	2,279.31
Quality Control Assistant C	2,125.02
Quality Control Technician	2,556.88
System Technical & Telemetry Reliability Coordinator	2,760.11
Telemetry Technician	2,414.02
Water Quality Supervisor	3,005.84
Well Head Protection Coordinator	2,465.62
Salary 1 State License	\$2,000/Year
Salary 2 or More State Licenses	\$4,500/Year
Certifications for qualifying personnel (Limit of two)	
Distribution System Operator-Large	\$1.00/hr
Water Treatment Operator-Class 3	\$1.00/hr
Backflow	\$1.00/hr
Crew Leader	\$1.00/hr

**WASTEWATER DIVISION**

Assistant Manager	3,042.29
Chemist	2,572.34
Chief Chemist	2,778.29
Division Manager	3,846.15
Maintenance Manager	2,799.34
Operations Coordinator	2,334.54
Operations Manager	2,799.34
Project Coordinator	1,889.85
Project Manager	2,696.84
Certification Premium Class I	\$800/Year
Certification Premium Class II	\$1,200/Year
Certification Premium Class II	\$2,000/Year
Certification Premium Class IV	\$5,000/Year

**SEWER MAINTENANCE DEPARTMENT****Biweekly Pay**

Assistant Director of Engineering	285.53
Locates/Permit Coordinator	1,822.52
Manager	2,884.62
MS4 Manager	2,448.75
Office Coordinator	1,778.72
Project Coordinator	1,889.84
Senior Secretary	1,737.91
Sewer Assistant Manager	2,474.80
PE Certification	269.23

**SEWER MAINTENANCE DEPARTMENT - HOURLY**

Advanced Operator Video Inspection	28.06
Advanced Operator Combination Truck	28.67
GIS Coordinator	27.15
Locator/Construction Inspector	27.15
Repairman	26.88
Utility Operator	26.31
General Laborer II	24.43
General Laborer I	24.19
General Laborer	21.02
Probationary	19.15
<b>Certifications</b>	
CDL A	750.00
CDL B	500.00
Tanker	1,000.00
WW Collection System Volume 1	500.00
WW Collection System Volume 2	500.00
NASSCO Certificatio-PACP/MACP/LACP	1,000.00
ARC GS I Introduction to GIS	1,000.00
ARC GS II Essential Work flows	1,000.00
GS1 Basic Certificate	750.00
GS1 Start	750.00

**ALL DIVISIONS**

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

Accountant	1,961.37
Assistant City Attorney	785.96
Bookkeeper	1,797.91
Business Office Manager	3,269.23
CIS Specialist	2,235.30
City Attorney	164.33
Computer Operator	2,041.22
Computer Operator/Account Specialist	2,102.35
Corporate Counsel	1,268.27
Customer Service Representative	1,987.22
DP Supervisor	2,445.94
Ex. Dir. Of Dev. & Gov't Affairs	4,038.46
Financial Analyst	2,077.09
General Manager	3,898.90
Mayor	961.54
Network Operations Administrator	2,307.39
Senior Bookkeeper	1,933.83
Senior Computer Operator	2,125.65
Senior Secretary	1,669.45
Staff Consultant	2,884.62
Title Transfer	384.62
	<b>Monthly</b>
Insurance Stipend - Asst. City Attorney	500.00
	<b>Annually</b>
Utilities Pension Secretary	1,200.00

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. All full-time, non-seasonal MU employees (except Sewer Maintenance Department) not covered by the IBEW collective bargaining agreement are to receive longevity bonuses and boot allowance as set out in the IBEW Working Agreement.
3. 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.
4. The City will contribute a match of 100% of the employee's contribution not to exceed 2% of the employee's base biweekly pay for all employees eligible for participation in the State's 457(b) plan.

RESOLUTION NO. 2024-06

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 2025

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 2025 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, 2025.

PASSED by the Utilities Board of the City of Mishawaka, Indiana, on this 16<sup>th</sup> day of November, 2024.

UTILITIES BOARD  
Mishawaka, Indiana



\_\_\_\_\_

Kenneth B. Prince



\_\_\_\_\_

Rebecca S. Maguire



\_\_\_\_\_

George Obren

ATTEST:

  
\_\_\_\_\_  
Donna Burkart, Clerk of the Board

**MISHAWAKA UTILITIES  
2025 WAGE SCHEDULE  
Hourly Rate for Union Employees**

**BUSINESS OFFICE**

**2025**

CPC Clerk A	\$22.77
CPC Clerk B	\$21.65
CPC Clerk C	\$20.93
Lock Box Mail Processing Clerk	\$23.09
Mail Equipment Operator B	\$21.65
Mail Equipment Operator C	\$20.93
Terminal Operator A	\$23.09
Terminal Operator B	\$21.95
Terminal Operator C	\$21.24
Cashier A	\$22.77
Cashier B	\$21.65
Cashier C	\$20.93
Phone Clerk	\$20.91

**METERING DEPARTMENT**

Meterman	\$32.94
Service Representative	\$28.42
Meter Reader	\$26.44
Crew Leader (additional)	\$1.00
Advanced Safety Certification	\$1.00

**ELECTRIC DIVISION**

Journeyman Lineman	\$48.48
Apprentice Level 8	\$41.26
Apprentice Level 7	\$40.55
Apprentice Level 6	\$39.82
Apprentice Level 5	\$38.37
Apprentice Level 4	\$37.64
Apprentice Level 3	\$35.48
Apprentice Level 2	\$34.75
Apprentice Level 1	\$34.03
Machine Operator A	\$31.62
Machine Operator B	\$28.64
Clerk/Dispatcher A	\$28.07
Clerk/Dispatcher B	\$26.49
Substation Lineworker	\$51.30
Substation Journeyman Level 1	\$48.48
Substation Journeyman Level 2	\$49.76
Building & Grounds Technician	\$23.69
Crew Leader (additional)	\$1.00
Journeyman Lineman Crew Leader (additional)	\$2.25
Advanced Safety Certification	\$1.00
Advanced Line Worker Cert II	\$1.00
Certification Bonus (Master Instructor/Trainer)	\$1.00
For qualifying personnel (additional)	
Certification Bonus (Thermographer)	\$1.00
For qualifying personnel (additional)	

## WATER DIVISION

Working Foreman - Distribution System	\$33.13
Heavy Equipment Operator A	\$31.61
Heavy Equipment Operator B	\$29.93
Heavy Equipment Operator C	\$28.91
Pipefitter A	\$28.50
Pipefitter B	\$26.87
Pipefitter C	\$25.88
Senior Utilityman	\$31.39
Intermediate Utilityman	\$28.98
Utilityman	\$27.21
Chief Mechanic - Water Treatment	\$33.13
Maintenance Technician	\$28.98
General Maintenance A	\$27.22
General Maintenance B	\$25.59
General Maintenance C	\$24.74
Chief Meter/Backflow Inspector	\$31.43
Meter/Backflow Inspector	\$29.10
Meter Repairman A	\$28.49
Meter Repairman B	\$26.87
Meter Repairman C	\$25.87
Meter Installer A	\$28.49
Meter Installer B	\$26.87
Meter Installer C	\$25.87
Building & Grounds Technician	\$23.69

### Certifications for qualifying personnel

(Limit of two)	
Distribution System Operator-Large	\$1.00
Water Treatment Operator-Class 3	\$1.00
Backflow	\$1.00
Crew Leader (additional)	\$1.00

## WASTEWATER DIVISION

Dewatering Mechanic	\$31.69
Biosolids Technician	\$28.98
Chief Mechanic	\$33.13
Maintenance Technician A	\$28.98
Maintenance Technician B	\$26.87
Maintenance Technician C	\$25.85
Chief Operator	\$29.70
Utility Operator A	\$28.22
Utility Operator B	\$26.40
Utility Operator C	\$25.39
Pretreatment Technician	\$29.10
Building & Grounds Technician	\$23.69
Certification Bonus (additional per hour)	
Class I	\$0.35
Class II	\$0.45
Class III	\$0.75
Certification Bonus (annually)	
Class IV	\$3,000.00/yr.
Crew Leader (additional)	\$1.00

**SHIFT PREMIUM (additional per hour)**

1st Shift (midnight to 8:00 a.m.)	\$1.00
3rd Shift (4:00 p.m. to midnight)	\$1.00

**SWING SHIFT PREMIUM (additional per hour)**

SWING SHIFT (For Days Worked as specified in Working Agreement)	\$1.50
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**ALL UTILITY DIVISIONS**

SKILLED TEMPORARY HELP/seasonal	7.25-25.00
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1. The City will contribute a match of 100% of the employee's contribution not to exceed 2% of the employee's base biweekly pay for all employees eligible for participation in the State's 457(b) plan.

RESOLUTION NO. 2024-08

A RESOLUTION OF THE UTILITIES BOARD  
OF THE CITY OF MISHAWAKA, INDIANA  
AMENDING RESOLUTION No. 2024-06 AND  
AMENDING THE SCHEDULE OF COMPENSATION FOR CERTAIN EMPLOYEES OF  
MISHAWAKA UTILITIES FOR 2025

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 2025 which was attached to Resolution No. 2024-06.

WHEREAS, due to a scrivener's error, it is necessary to make certain amendments to the schedule which was attached to Resolution No. 2024-06.

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

The Board hereby amends Resolution No 2024-06 for the following position

WASTEWATER DIVISION – HOURLY

**CERTIFICATION BONUS:**

CLASS IV \$5,000.00

PASSED by the Utilities Board of the City of Mishawaka, Indiana, on this 31<sup>ST</sup> day of December 2024.

UTILITIES BOARD  
Mishawaka, Indiana

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

  
\_\_\_\_\_  
Rebecca S. Maguire

  
\_\_\_\_\_  
George Obren

ATTEST: Donna Burkart  
Donna Burkart, Clerk of the Board