



RESOLUTION 15-31

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION ADOPTING THE YEAR 2016 APPROPRIATION BUDGETS FOR THE COMMISSION'S GOVERNMENTAL FUNDS, AND ESTABLISHING SALARY GUIDELINES FOR THE YEAR 2016

WHEREAS, a budget is required for governmental funds; and

WHEREAS, it is anticipated that sufficient revenues and other financing sources will be available to support the budgets herein proposed; and

WHEREAS, it is the responsibility of the Commission, as a whole, to approve the appropriations budget of the Commission;

NOW THEREFORE BE IT RESOLVED, that the Commission adopt as its Year 2016 budget for the General Fund for the budget identified in Attachment A to this resolution; and

BE IT FURTHER RESOLVED, that the Commission adopt as its Year 2016 budget for the Transit Capital Projects Fund the budget identified in Attachment B to this resolution; and

BE IT FURTHER RESOLVED, that the Commission adopt as its Year 2016 budget for the Transit Operating Projects Fund the budget identified in Attachment C to this resolution; and

BE IT FURTHER RESOLVED, that the Commission adopt as its Year 2016 budget for the LaPorte County Revolving Loan Fund the budget identified in Attachment D to this resolution; and

BE IT FURTHER RESOLVED, that the Commission establishes as its compensation schedule for the Year 2016 the position classification matrix identified as Attachment E to this resolution.

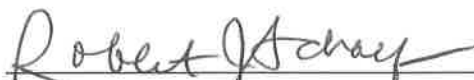
BE IT FURTHER RESOLVED, that the Finance and Personnel Committee of the Commission be designated to oversee the administration of these budgets within the framework of more detailed budget guidelines it might establish.

Duly adopted by the Northwestern Indiana Regional Planning Commission
this 17th day of December 2015.

A handwritten signature in cursive script, appearing to read "Blair Milo", written over a horizontal line.

Blair Milo, Chair

ATTEST:

A handwritten signature in cursive script, appearing to read "Robert J. Schaefer", written over a horizontal line.

Robert J. Schaefer, Secretary

ATTACHMENT A

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2016 GENERAL FUND APPROPRIATIONS BUDGET

PERSONNEL - SALARIES	1,502,188
PERSONNEL - FRINGE BENEFITS	662,390
OCCUPANCY	248,113
EQUIPMENT SERVICE/MAINTENANCE	105,500
DEPARTMENTAL	227,192
CONTRACTUAL	1,047,012
CAPITAL OUTLAYS - Equipment & Furniture	41,000
TOTAL FUND BUDGET	3,833,395

ATTACHMENT B

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2016 TRANSIT CAPITAL PROJECTS FUND APPROPRIATIONS BUDGET

CAPITAL OUTLAYS - TRANSIT EQUIPMENT	2,332,906
TOTAL FUND BUDGET	2,332,906

ATTACHMENT C

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2016 TRANSIT OPERATING PROJECTS FUND APPROPRIATIONS BUDGET

OTHER SERVICES AND CHARGES	3,645,427
TOTAL FUND BUDGET	3,645,427

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2016 LAPORTE COUNTY REVOLVING LOAN FUND APPROPRIATIONS BUDGET

OTHER SERVICES AND CHARGES	320,000
TOTAL FUND BUDGET	320,000

2016 GENERAL FUND EXPENSE BUDGET

Attachment A

	2015 Budget	2016 Budget	
SALARIES			
STAFF SALARIES	1,472,689	1,502,188	
TOTAL	1,472,689	1,502,188	2.0%
FRINGE BENEFITS			
FICA CONTRIBUTIONS	112,670	114,917	
WORKERS COMPENSATION	7,000	7,000	
UNEMPLOYMENT COMPENSATION	6,300	2,600	
PERF CONTRIBUTIONS	167,420	190,873	
HEALTH INSURANCE	260,000	290,000	
LIFE & DISABILITY INSURANCE	25,000	21,000	
ICMA CONTRIBUTIONS	18,000	18,000	
STAFF DEVELOPMENT	18,000	18,000	
TOTAL	614,390	662,390	7.8%
OCCUPANCY			
OFFICE LEASE	199,235	204,113	
PROPERTY INSURANCE	5,000	7,000	
BUILDING MAINTENANCE	14,000	17,000	
UTILITIES	25,000	20,000	
TOTAL	243,235	248,113	2.0%
EQUIPMENT SERVICE/MAINTENANCE			
COPIER LEASING/MAINTENANCE	30,000	25,000	
COMPUTER SERVICE	55,000	60,000	
TELEPHONE & INTERNET SERVICE / MAIN.	20,000	20,000	
OTHER EQUIPMENT MAINTENANCE	2,600	500	
TOTAL	107,600	105,500	-2.0%
DEPARTMENTAL			
COMMISSION/EXECUTIVE DIRECTOR	41,500	36,500	
PLANNING	40,500	40,500	
SUBGRANTEE MANAGEMENT	8,000	8,000	
ENVIRONMENTAL PROGRAMS	31,000	13,750	
RIVER BASIN COMMISSIONS	1,500	500	
ALLOCATED FUNCTIONS	42,000	40,000	
ENVIRONMENTAL PROMOTIONS	* 33,000 *	78,000	
GENERAL USE SUPPLIES	9,735	9,942	
TOTAL	207,235	227,192	9.6%
CONTRACTUAL			
LEGAL SERVICES	* 56,800 *	19,000	
AUDIT & ACCOUNTING	* 20,000 *	16,000	
HUMAN RESOURCES	* - *	16,000	
LA PORTE RLF SERVICES	* 6,000 *	6,000	
TRANSIT OVERSIGHT	* 13,000 *	43,000	
ENVIRONMENTAL CONTRACTS	* 259,120 *	390,000	
SOUTHSHORE CLEAN CITIES/DIESEL RETRO FIT	* 25,000 *	215,412	
ORGANIZATIONAL DEVELOPMENT	* 20,000 *	14,500	
CORNUCOPIA CONTRACTUAL	* - *	3,000	
BOARD DEVELOPMENT	* 2,500 *	-	
BIKES ON TRAINS	* 136,325 *	42,700	
TRAIL GUIDES	* 12,000 *	12,000	
HOBART FEASIBILITY STUDY	* 149,610 *	134,700	
PORTAGE FEASIBILITY STUDY	* 149,610 *	134,700	
OTHER CONTRACTUAL	* - *	-	
TOTAL	849,965	1,047,012	23.2%
CAPITAL OUTLAYS			
EQUIPMENT & FURNITURE	* 71,000 *	41,000	
TOTAL	71,000	41,000	-42.3%
TOTAL BUDGET	3,566,114	3,833,395	7.5%

* External Expenses (Contractual, Promotional & Expenses)

CY 2016 TRANSIT CAPITAL PROJECTS FUND

	Grant	Federal	Req. Match	Total
La Porte Transit				
Propane Fueled Vehicles (5)	X053	332,800	83,200	416,000
Other Sub-Grantees				
Architectual Services	X012	16,000	4,000	20,000
Bus Garage Renovation	X012	144,000	36,000	180,000
Ticket Kiosks and On-Board fare boxes	X012	48,000	12,000	60,000
Bus Washing Machine	X012	24,000	6,000	30,000
Security Equipment	X609	12,400	3,100	15,500
Mobile Security Equipment	X636	16,000	4,000	20,000
Replacement Vehicle	X636	114,449	20,197	134,646
Vehicle	X636	55,392	13,848	69,240
Vehicle	X653	57,881	10,214	68,095
Vehicles (18)	X667	1,007,893	177,864	1,185,757
Bus Passenger Shelters	X667	43,200	10,800	54,000
Routematch Server	X667	8,000	2,000	10,000
Security Cameras	X667	16,320	4,080	20,400
Routematch Maintenance	X667	34,406	8,602	43,008
Maintenance Equipment	X667	5,008	1,252	6,260
	TOTAL	<u>1,935,750</u>	<u>397,156</u>	<u>2,332,906</u>
	Contingency			-

CY 2016 TRANSIT OPERATING PROJECTS FUND

	Federal	Req. Match	Total
East Chicago			
Preventative Maintenance	217,064	54,266	271,330
Complementary Paratransit	158,386	39,596	197,982
Operating Assistance	118,184	118,184	236,368
Opportunity Enterprises			
Preventative Maintenance	97,844	24,461	122,305
North Township			
Preventative Maintenance	53,605	13,401	67,006
Operating Assistance	480,000	120,000	600,000
Southlake Community Services			
Preventative Maintenance	301,053	75,263	376,316
Expanded Service	145,820	145,820	291,640
Valparaiso			
Capital Cost of Contracting	476,387	119,097	595,484
Operating Assistance (CMAQ)	272,000	68,000	340,000
Preventive Maintenance	280,000	70,000	350,000
Marketing	80,000	20,000	100,000
Porter County Community Services			
Preventative Maintenance	124,000	31,000	155,000
Expanded Service	97,740	97,740	195,480
City of LaPorte			
Operating Assistance	233,325	233,325	466,650
PMTF Funds (NT,SLCS,PCCS, & OE)	510,020	-	510,020
	<u>3,645,427</u>	<u>1,230,154</u>	<u>4,875,581</u>
Contingency	-		
	<u>3,645,427</u>		

CY 2016 LAPORTE COUNTY REVOLVING LOAN FUND

	2015 Budget	2016 Budget
New Loans	150,000	320,000
TOTAL	<u>150,000</u>	<u>320,000</u>
TOTAL BUDGET		<u>320,000</u>

Northwestern Indiana Regional Planning Commission

Personnel Management Systems

Position Classification Matrix (2016)
2% increase

Step Class	Base	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Executive Director		Compensation set by Board																			
Agency Mgmt (A)	58,019	59,469	60,920	62,370	63,820	65,271	66,721	68,172	69,622	71,073	72,523	73,974	75,424	76,875	78,325	79,776	81,226	82,677	84,127	85,577	87,028
Program Mgmt (B)	47,471	48,658	49,844	51,031	52,218	53,405	54,591	55,778	56,965	58,152	59,339	60,525	61,712	62,899	64,086	65,272	66,459	67,646	68,833	70,019	71,206
Professional (A)	42,195	43,250	44,305	45,360	46,415	47,470	48,525	49,580	50,634	51,689	52,744	53,799	54,854	55,909	56,964	58,019	59,074	60,128	61,183	62,238	63,293
Professional (B)	34,283	35,140	35,997	36,854	37,712	38,569	39,426	40,283	41,140	41,997	42,854	43,711	44,568	45,425	46,282	47,139	47,997	48,854	49,711	50,568	51,425
Tech/Admin (A)	27,691	28,383	29,076	29,768	30,460	31,152	31,845	32,537	33,229	33,921	34,614	35,306	35,998	36,691	37,383	38,075	38,767	39,460	40,152	40,844	41,536
Tech/Admin (B)	23,734	24,328	24,921	25,514	26,108	26,701	27,295	27,888	28,481	29,075	29,668	30,261	30,855	31,448	32,041	32,635	33,228	33,821	34,415	35,008	35,602
Interns/Seasonal		Wage or Stipend set by Executive Director																			

For employees in Step 20 of any class, a bonus equal to the amount of the step increase for that class will be paid to the employee on their anniversary date. (This is in lieu of a salary increase.)

2016 GENERAL FUND REVENUE SOURCES

	Grantor	NIRPC Match	Third Party Match	Total
PLANNING				
PL & Section 5303	1,308,614	325,034	2,120	1,635,768
STP Planning	160,000	40,000	-	200,000
STP Planning Projects	17,600	-	4,400	22,000
RDA - Marquette Action Plan	60,000	-	-	60,000
FTA 5307-Transit Planning - Feasibility	215,520	-	53,880	269,400
FTA 5307-Transit Planning	120,000	30,000	-	150,000
SUB-TOTAL	1,881,734	395,034	60,400	2,337,168
ENVIRONMENTAL				
CMAQ 80% Match Required	400,000	5,622	94,378	500,000
CMAQ - Diesel Retro Fit	215,412	-	-	215,412
Calumet Land Conservation Partnership	60,000	-	-	60,000
Partners for Clean Air	3,000	-	-	3,000
Burns Waterway Initiative 319	9,000	-	6,000	15,000
Rooftop Solar Challenge II	7,000	-	3,000	10,000
Brownfield (RLF)	8,000	-	-	8,000
Brownfield (Assessment)	5,000	-	-	5,000
Urban Waters	18,750	-	1,250	20,000
MS4 Project	64,000	-	-	64,000
SUB-TOTAL	790,162	5,622	104,628	900,412
ECONOMIC DEVELOPMENT				
Revolving Loan Fund Services	-	-	6,000	6,000
SUB-TOTAL	-	-	6,000	6,000
OTHER				
FTA 5307 Transit Admin	288,000	72,000	-	360,000
FTA 5307 Transit Equipment	24,000	6,000	-	30,000
FTA 5307 Bikes on Trains	34,160	-	8,540	42,700
Cornucopia	3,000	-	-	3,000
KRBC	90,000	20,000	-	110,000
Direct Local Allocations*	-	44,115	-	44,115
SUB-TOTAL	439,160	142,115	8,540	589,815
TOTALS	3,111,056	542,771	179,568	3,833,395

County/Interest **542,771**

Local Share over/(short) -

Notes:

* A certain amount of match is required for Direct Local Expenditures and for allocation overages

- 6,615 5% of Executive Director Salary
- 36,500 Commissioner & Executive Director Expenses
- 1,000 Furniture & Equipment
- Board Development
- Allocation Overages/Potential Match

44,115