



NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

Together We Make The Difference

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RESOLUTION 13-24

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION ADOPTING THE YEAR 2014 APPROPRIATION BUDGETS FOR THE COMMISSION'S GOVERNMENTAL FUNDS, AND ESTABLISHING SALARY GUIDELINES FOR THE YEAR 2014

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 2014 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 2014 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 2014 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 2014 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 2014 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 12th day of December 2013.



David Uran, Chairperson

ATTEST:



James G. Ton, Secretary

ATTACHMENT A

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2014 GENERAL FUND APPROPRIATIONS BUDGET

PERSONNEL - SALARIES	1,472,689
PERSONNEL - FRINGE BENEFITS	620,300
OCCUPANCY	241,000
EQUIPMENT SERVICE/MAINTENANCE	99,600
DEPARTMENTAL	205,926
CONTRACTUAL	512,550
CAPITAL OUTLAYS - Equipment & Furniture	73,000
TOTAL FUND BUDGET	3,225,065

ATTACHMENT B

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2014 TRANSIT CAPITAL PROJECTS FUND APPROPRIATIONS BUDGET

CAPITAL OUTLAYS - TRANSIT EQUIPMENT	792,990
TOTAL FUND BUDGET	792,990

ATTACHMENT C

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2014 TRANSIT OPERATING PROJECTS FUND APPROPRIATIONS BUDGET

OTHER SERVICES AND CHARGES	4,614,949
TOTAL FUND BUDGET	4,614,949

ATTACHMENT D

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
2014 LAPORTE COUNTY REVOLVING LOAN FUND APPROPRIATIONS BUDGET

OTHER SERVICES AND CHARGES	150,000
TOTAL FUND BUDGET	150,000

2014 GENERAL FUND EXPENSE BUDGET

Attachment A

	2013 Budget	2014 Budget	
SALARIES			
STAFF SALARIES	1,500,203	1,472,689	
TOTAL	1,500,203	1,472,689	-1.8%
FRINGE BENEFITS			
FICA CONTRIBUTIONS	115,158	112,670	
WORKERS COMPENSATION	7,000	7,000	
UNEMPLOYMENT COMPENSATION	4,920	5,700	
PERF CONTRIBUTIONS	135,550	147,640	
SUPPLEMENTARY PERF CONTRIBUTION	20,335	19,780	
HEALTH INSURANCE	311,210	270,000	
LIFE & DISABILITY INSURANCE	23,000	23,000	
ICMA CONTRIBUTIONS	14,950	16,510	
STAFF DEVELOPMENT	18,000	18,000	
TOTAL	650,123	620,300	-4.6%
OCCUPANCY			
OFFICE LEASE	224,843	200,000	
PROPERTY INSURANCE	4,000	4,000	
BUILDING MAINTENANCE	12,000	12,000	
UTILITIES	25,000	25,000	
TOTAL	265,843	241,000	-9.3%
EQUIPMENT SERVICE/MAINTENANCE			
COPIER LEASING/MAINTENANCE	21,000	25,000	
COMPUTER SERVICE	52,000	52,000	
TELEPHONE & INTERNET SERVICE / MAIN.	14,000	20,000	
OTHER EQUIPMENT MAINTENANCE	2,600	2,600	
TOTAL	89,600	99,600	11.2%
DEPARTMENTAL			
COMMISSION/EXECUTIVE DIRECTOR	43,402	43,891	
PLANNING	40,500	40,500	
SUBGRANTEE MANAGEMENT	5,500	6,000	
ENVIRONMENTAL PROGRAMS	23,750	16,500	
RIVER BASIN COMMISSIONS	1,500	1,500	
ALLOCATED FUNCTIONS	40,273	40,000	
ENVIRONMENTAL PROMOTIONS	88,000	49,000	
GENERAL USE SUPPLIES	8,500	8,535	
TOTAL	251,425	205,926	-18.1%
CONTRACTUAL			
LEGAL SERVICES	15,600	56,200	
AUDIT & ACCOUNTING	8,500	9,000	
LA PORTE RLF SERVICES	7,000	6,000	
TRANSIT OVERSIGHT	22,852	10,000	
ENVIRONMENTAL CONTRACTS	168,000	192,600	
SOUTHSHORE CLEAN CITIES/DIESEL RETRO FIT	325,500	222,250	
MARQUETTE PLAN UPDATE	25,000	-	
PUBLIC MEETING & COMMUNICATION OUTREACH	22,195	-	
ORGANIZATIONAL DEVELOPMENT	2,500	11,000	
CORNUCOPIA CONTRACTUAL	3,000	3,000	
BOARD DEVELOPMENT	2,500	2,500	
OTHER CONTRACTUAL	-	-	
TOTAL	602,647	512,550	-15.0%
CAPITAL OUTLAYS			
EQUIPMENT & FURNITURE	7,000	73,000	
TOTAL	7,000	73,000	942.9%
TOTAL BUDGET	3,366,841	3,225,065	-4.2%

* External Expenses (Contractual, Promotional & Expenses)

Total Revenue	3,225,065
(over)/under	0

CY 2014 TRANSIT CAPITAL PROJECTS FUND

		Grant	Federal	Req. Match	Total
Subrecipients					
Expansion Vehicles (2)	**	X035	135,000	-	135,000
Bus Shelter	#	X017	20,900	-	20,900
Bus Stop Signs	#	X017	2,040	-	2,040
Purchase Public Art		X609	20,000	5,000	25,000
Vehicle Security Cameras		X609	12,400	3,100	15,500
Replacement Vehicles (2)		X609	96,000	24,000	120,000
Parking Lot Camera		X636	16,000	4,000	20,000
Routematch Software & Maintenance		X636	32,000	8,000	40,000
Computers and Software		X653	72,320	18,080	90,400
Replacement Vehicles (5)		X653	275,528	48,623	324,150
		TOTAL	<u>682,188</u>	<u>110,803</u>	<u>792,990</u>
		Contingency			-
		TOTAL BUDGET			<u>792,990</u>

** CMAQ funded at 100%

Grant funded with ARRA funds; no local match required

CY 2014 TRANSIT OPERATING PROJECTS FUND

	Federal	Req. Match	Total
East Chicago			
Preventative Maintenance	245,142	61,286	306,428
Complementary Paratransit	147,840	36,960	184,800
Opportunity Enterprises			
Preventative Maintenance	93,892	23,473	117,365
North Township			
Preventative Maintenance	61,310	15,328	76,638
Operating Assistance (100% CMAQ)	1,490,917	-	1,490,917
Southlake Community Services			
Building Project (100% ARRA)	46,800	-	46,800
Preventative Maintenance	286,717	71,679	358,396
Expanded Service	150,250	150,250	300,500
Valparaiso			
Capital Cost of Contracting	678,000	169,500	847,500
Operating Assistance (CMAQ)	272,000	68,000	340,000
Route Study	80,000	20,000	100,000
Marketing	80,000	20,000	100,000
Porter County Community Services			
Preventative Maintenance	115,763	28,941	144,704
Expanded Service	82,936	82,936	165,872
City of LaPorte			
Operating Assistance	283,290	283,290	566,580
PMTF Funds (NT,SLCS,PCCS, & OE)	500,091	-	500,091
	<u>4,614,949</u>	<u>1,031,642</u>	<u>5,646,591</u>
Contingency	-		
	<u>4,614,949</u>		

CY 2014 LAPORTE COUNTY REVOLVING LOAN FUND

	2013 Budget	2014 Budget
New Loans	150,000	150,000
TOTAL	<u>150,000</u>	<u>150,000</u>
TOTAL BUDGET		<u>150,000</u>

Northwestern Indiana Regional Planning Commission
 Personnel Management Systems

Position Classification Matrix (2014)
 0% Increase

Step Class	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)	56,881	58,303	59,725	61,147	62,569	63,991	65,414	66,836	68,258	69,680	71,102	72,524	73,946	75,368	76,790	78,212	79,634	81,056	82,478	83,900	85,322
Program Mgmt (B)	46,540	47,703	48,867	50,030	51,193	52,357	53,520	54,684	55,847	57,011	58,174	59,338	60,501	61,665	62,828	63,992	65,155	66,319	67,482	68,646	69,809
Professional (A)	41,368	42,402	43,437	44,471	45,505	46,539	47,573	48,608	49,642	50,676	51,710	52,744	53,779	54,813	55,847	56,881	57,915	58,950	59,984	61,018	62,052
Professional (B)	33,611	34,451	35,292	36,132	36,972	37,812	38,653	39,493	40,333	41,174	42,014	42,854	43,694	44,535	45,375	46,215	47,055	47,896	48,736	49,576	50,417
Tech/Admin (A)	27,148	27,827	28,506	29,184	29,863	30,542	31,221	31,899	32,578	33,257	33,935	34,614	35,293	35,972	36,650	37,329	38,008	38,686	39,365	40,044	40,722
Tech/Admin (B)	23,269	23,851	24,433	25,014	25,596	26,178	26,760	27,341	27,923	28,505	29,087	29,668	30,250	30,832	31,414	31,995	32,577	33,159	33,740	34,322	34,904
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.)