



**ZIONSVILLE 2024 BUDGET WORKSHOP  
MEETING MINUTES  
FOR  
MONDAY, AUGUST 21, 2023  
ONSITE MEETING**

This meeting was conducted onsite. All Councilors participated in person.

Council Members Present: Jason Plunkett, President; Alex Choi, Joe Culp, Josh Garrett, Bryan Traylor, and Craig Melton

Council Members Absent: Brad Burk

Also Present: Emily Styron, Mayor; Heather Harris, Town Council Attorney; Chief James VanGorder, Zionsville Fire Department; Division Chief Jason Potts, Zionsville Fire Department; Lance Lantz, Director of Public Works; Jarod Logsdon, Superintendent of Parks & Recreation; Cindy Poore, Director of Finance & Records; Chief Mike Spears, Zionsville Police Department; Captain Drake Sterling, Zionsville Police Department; Jo Kiel, Director of Human Resources; Amanda Vela, Public Information Officer; Joe Rust, Director of IT; Tim Berry, Crowe; Cole Ferguson, Crowe; Amy Lacy, Municipal Relations Coordinator, and other Town Department Staff

Berry            So, today is just the initial presentation of what each of the department heads have presented. I wanted to first go over what is included in the budget assumptions within the revenue and then as well on the expense line. There is, according to state guidelines, legislation that was passed in the General Assembly this year limits the growth in your property tax levy for 2024 at 4% so we have included that 4% levy growth within the revenue estimates. We still do not have the total estimate from the state with regards to local income tax but we have estimated, based on what they have provided for new revenue or new income tax growth in Boone County for 2024, at 7.4% but there will be some minor adjustments to that once we get the certified amount for the Town. We have included, based upon the state estimates, the appropriate increases for local road and street, motor vehicle highway revenues. We have included both on the revenue side as well as on the expense side additional excess levy requests for the rural to urban proposed transition for the three neighborhoods. There really is basically a net there of zero because the revenue would be counterbalanced by the expense should those not move forward. It also does not include available excess levy for excess levy on assessed value growth. The state permits you to

appeal to the Department of Local Government & Finance for an excess levy appeal based upon your assessed value growth when your assessed value of your unit grows at a faster rate at 2% faster than the state average over the last three years. For Zionsville, that has happened now for the last three years. We believe based on the estimate that we have compiled, an additional levy of approximately \$866,000 should the Council choose to move forward with that. Those revenues are not in the estimates at this point in time.

On the expense side, we have included a 7% cost of living for all employees and longevity pay for those employees that qualify for longevity pay based on the percentages or, or the dollar amounts as were approved in last year's budget as well. It includes a 2% increase in the 401(a) match. Today the Town provides a 50% match up to 6% of an employee's contribution for a cost to the Town of 3%. There's a proposal here to increase that to a 50% match up to a 10% employee contribution which would be a 5% 401(a) match. It includes all requests from department heads for operating expenses and capital. It includes 28 new full-time positions. A few of those are, as you saw in the meeting earlier, moving part-time to full time but that includes 4 new Police Officers, 15 new employees in Fire, 14 Firefighters and 1 Admin, 1 new employee in Finance, taking that part time to full time in HR, a new employee in Planning, 3 new employees in Parks of which one of those is also a part time to full time as well as one of those is a share with RDC for maintenance of Creekside area where RDC would be sharing that cost of that employee for the maintenance of Creekside, 2 new employees in DPW, 1 new employee in IT for a total of 28 new full-time positions.

Today is the budget workshop, an opportunity for Council members to ask questions of each of the departments' requests. We are proposing and anticipate an introduction of the budget at your September 5<sup>th</sup> budget meeting or Council meeting. We would enter the Form 3 no later than September 8<sup>th</sup>. The first budget hearing or the budget hearing would be scheduled then for September the 18<sup>th</sup> and proposed adoption on October the 2<sup>nd</sup>. One of the reasons for the early adoption of the budget this year is should the Town Council choose to move forward with the rural to urban as well as or, and/or, the excess levy appeal, those are required to be sent to the Department of Local Government & Finance by mid-October and so, and certainly with the excess levy appeal there is quite a bit of documentation that would be required with that and so the early adoption of that, of the budget would allow us to complete those requests and submit those to the Department of Local Government & Finance. DLGF is not obligated to provide an excess levy appeal. You must prove that you cannot meet the needs of the citizens of the Town of Zionsville without that excess levy. You also are required to prove that you cannot meet that without the excess levy or you could not provide it with the funds that you have. So,(inaudible) there would be a great amount of explanation should the Town Council choose to move forward in that, in that manner.

The budget that is presented today has been noted in the meeting earlier is a deficit of about \$12.2 million dollars from expected revenues and would bring expected cash balances at 2024 down to around \$17.5 million dollars total. With that I would entertain any questions or move it over to the next ones on the list.

Garrett

Hey Tim –

Berry Yes?

Garrett So the excess levy on the assessed value growth – what is the, you said should the Council so choose to do that, what is the mechanism to do that? Is that to submit the budget as if that's happening?

Berry You would need to make, you would need to include that within the budget. We would then, there's about a 7- or 8-page justification that we would work with the Administration and Council to complete those pieces and make that request to the Department of Local Government & Finance for that additional levy. That then does become a permanent levy –

Garrett Yes –

Berry Increase and a part of your base levy moving forward.

Garrett And, and is the \$866,000 you referenced in that, included in the proposed budget sheets we've gotten in terms of revenues or would this be –

Berry It is not included –

Garrett Additional revenue? Got it.

Berry As it relates to revenue.

Garrett Okay.

Berry So that would be an additional \$866 million or in revenue.

Garrett If it was million that'd be great!

Berry Thousand, Yes.

Choi So in order to, in piggybacking off that question, does the fact that currently we have a pretty robust fund balance affect our ability to get that levy approved?

Berry And what we would need to do – yes, it could potentially, Alex, but what we would need to do is provide documentation to DLGF with respect to the excessive growth, not only the growth that the Town has experienced over recent years but the expected growth that is on the horizon moving forward and the need to have those dollars to meet those ongoing expenses moving forward. And, as well, based on the fact that over the last two years fund balances have declined, expect to decline based upon the investment that the Council made last year, both in capital and new employees, for this year's budget as well as potentially the impact of additional expenditures in the 2024 budget and what that would do to fund balances moving forward.

Choi One clarification question – September 18<sup>th</sup> was what?

Berry On September 18<sup>th</sup> would be the budget hearing.

- Choi Okay.
- Berry All of those meeting dates coincide with your current Council schedule. So the introduction would be just an introduction discussion of the advertised budget and then the full discussion question of the department heads about budgets and any questions that the Council would have would be made at the September 18<sup>th</sup> budget or Council meeting and then we would propose final adoption at your meeting on the 2<sup>nd</sup>.
- Vela For just the different departments, or we call them Functional Areas, that we'll be discussing today and all the department heads are here to speak.
- Poore As far as, as we were putting the budget together this slide here shows some of the priorities that we've been able to pull out during this budget process. Obviously, infrastructure/public works, I won't read the slide to you since you can read it but if you have any questions about that with the corresponding department head.
- Garrett Cindy, is it 12 or 14? Tim said 14 Firefighters that says 12.
- Poore Um, Jamie –
- VanGorder It's 15, it's 15.
- Garrett I know but, one is Administration, 14 were Firefighters? That says 12 Firefighters.
- VanGorder Fifteen (15) – 12, that was incorrect as well. There are 15 total new employees – 12 operational –
- Garrett Twelve (12) operational.
- VanGorder Three in Administration.
- Garrett Got it.
- VanGorder And we'll cover that in detail here.
- Poore This just shows, shows the breakdown of spend by department this year versus what they've listed for the 2024 budget and I will say the additional appropriations today that were approved either you take those into consideration we have to list any additional for the last half of the year for this year so the ending balances should have reflected those so (inaudible) So, oh we haven't incorporated them yet, okay but they will be incorporated in there. But this will give you an idea of increase over budget this year to what's being requested for next year.
- Berry This year looks at the fund balances in both 2015, 2019, 2023 and then the expected estimated fund balance ending 2024. Councilor Choi asked me yesterday to put together some information which I provided to him showing

both the surplus and deficit of each of the operating years and in 2020 you had a surplus of revenues over expenditures of a little over \$3.3 million. In 2021, you had revenues over expenditures of a little over \$2.2 million. In 2022, you had revenues over expenditures of about \$4.1 million.

You passed a budget last year knowing that or anticipating that you would have expenditures in excess of revenues based upon the one-time capital expenses and some of the new employees to pay down or spend down some of those large cash balances that you had. You passed the budget at that time anticipating that that would be close to \$6 million dollars of expenditures in excess of revenues. Because of the supplemental LIT distributions that you received this year, we anticipate at this point in time that that deficit be reduced to about \$2.3 million dollars because of those additional revenues that came in that were unexpected that we did not put into the budget last year and so as a result, if there is a supplemental, you never can budget on a supplemental LIT distribution but that would also impact those revenue, those end balances that you would see. So we would anticipate based on where your proposed budget is today, at ending 2024 with cash balances in your levy supported funds of about \$5.6 million or \$17.5 million dollars and that is about \$5 million dollars less than where you ended 2019.

Spears So good morning everybody. I'm proud to be with you all to present our request for the 2024 budget. Our requests fall under four main categories: Staffing, our fleet, facility maintenance and external, automated external defibrillators. The first and probably and obviously the most costly ask we have this year is for staffing. We're asking for four new positions and that's based upon the following: The population of the Town continues to grow. The most, the last official Census information showed in 2020 that it had grown 6.55% from the prior year and I think similar growth is, will, will be proven in subsequent official Census information. Our service area will grow next year to include Holliday Farms, Devonshire, Chelsea Park, there's continued development and significant growth in areas – the development at Sycamore and 421. Our officer-to-citizen ratio continues to be, be much lower than other departments within Boone County. That ratio per 1,000 in Whitestown is 2.73, in Lebanon it's 2.49, in our Town minus the School Resource Officers, it's 1.28. I'm sorry – with, with the SROs it's 1.28, without the SROs it's 1.05. We have not had any increase in growth since 2018. This year we were given five new positions. Those positions were assigned as follows: Three of them went to SRO positions, School Resource Officer positions. We also now staff a variety of important extra assignments including the Indiana Crimes Against Children Taskforce which is headquartered in Whitestown and includes members from all law enforcement within Boone County. We have a member, had a member and we'd like to replace the member we had in the Indiana Gun and Crimes Taskforce and that position is important for a lot of different reasons and, fortunately, the state provides up to \$75,000 in reimbursement for that officer's position. So what that means is of those five positions we had last year, we didn't grow our patrol strength really at all and that's very important and I really feel there's a need to do that and can you put the staffing slide, Amanda? The organizational chart –

Vela Oh the org chart.

Spears            So my, my proposal for next year is that those four new officers be assigned to this tactical shift that you see up there and the idea is that and to me this makes a lot of sense just to have an even number of officers on both the shifts because the workload at different hours of the day is different. There isn't a lot going on at 4 in the morning. There isn't a lot going on at 6 in the morning. So to have all those shifts staffed in that fashion doesn't provide us for increases in personnel when we need them the most. This tactical assignment, however you want to describe it, provides that two officers work in the morning from, from 10:30 in the morning until 7 at night and then at 7 at night until 3 in the morning. Officers now work a 12-hour shift. These positions would be 8-hour shifts because the idea is to have more officers present during those hours and with the 12-hour shifts they have, have – excuse me – they request days of the week. So this provides that we have this, this, this increase in personnel during the hours where we need them the most.

The next ask is for automobiles and that is to help ensure that we replace our fleet in a timely manner and provides officers with good, solid vehicles at the same time. So eight of those vehicles would be for our regular officer replacement program, four of them would be to help staff those new positions. Obviously, the new officers wouldn't get the brand-new vehicles. They would get an older car but we need them to grow the fleet.

The maintenance of the building is primarily for that – maintenance. Drywall has, needs some repair, painting, flooring is, it may even be the original carpet. I think Drake can help me with that. I don't know but – it's a, it's almost to the point where it's almost a hygiene problem it's so in disrepair. The floors at least. This year, (inaudible) tell Drake but we, I significantly underestimated the cost of that maintenance and we don't have enough to do it so our goal is to carry that over into next year and ask for this additional amount to make sure that we can get that work done.

Garrett            Chief, we just appropriated meeting at the prior meeting – is that that money or –

Spears            Yes.

Garrett            Or that's additional money?

Spears            It's that would be that money.

Garrett            Okay, so that doesn't need to be in the budget?

Sterling           So we have \$25,000 in this year's budget already for construction. Today you guys appropriated \$26,000 –

Garrett            Yes –

Sterling           So there's \$51,000 total.

Garrett            Yes.

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- Sterling I believe, and Bobby Adams can correct me if I'm wrong, but I believe our quote for those repairs is \$78,000 so we're a little bit short. So we could either carry over what we have now into next year and reduce that ask which is \$85,000 for 2024 and we'd get that done if that quote will still be honored or we could possibly do part of the work this year and then finish the rest of it in 2024 with some of these funds as well.
- Garrett Okay.
- Spears When I, when we did the original budget, this wasn't on the radar at that point. It's a great way to do it without having to spend more money next year.
- And finally, we have 17 aging automatic external defibrillators which all of the officers carry in their cars. They're \$2,200 a piece so somewhere around \$37,400. Any questions?
- Traylor Just one quick question – the 1.28 officers per – that was per 1,000 residents, is that just the ZPD service area or is that all of Zionsville?
- Spears That is all, all of Zionsville. The urban area minus the SROs the ratio of officers to residents is 1.58.
- Traylor Got it.
- Choi So in your request, what exactly falls – there's, there's the CCDs, capital outlays and the (inaudible) capital outlays. What falls under equipment, construction and well, and then equipment under CCD?
- Sterling The equipment in CCD includes our vehicles, the vehicle purchase. It also includes the replacement for PBTs, some of the AEDs, our body warrant camera contract, firearms, radios, tasers – so the majority of our equipment asks are coming from CCD.
- Choi But you have a separate line item for vehicle.
- Spears Yes we do.
- Sterling Correct.
- Choi Okay, so that's what you were just talking about.
- Sterling Correct.
- Choi What about – I guess there's not much in Fund 271, fund for equipment and construction. What is the construction?
- Sterling Construction is the repairs for the facility.
- Choi Oh, that's the \$85,000?
- Spears Yes, it's, it's more maintenance than construction. Thank you.

VanGorder Well good morning. I'd like to thank the three bureaus within the Fire Department – that being Fire Prevention, Operations and Administration. All three of those individuals, Josh Frost, Aaron Gibbons and Jason Potts have worked tirelessly to help prepare the needs request for the Zionsville Fire Department for 2024.

Starting off, the most notable need for the organization is staffing. As we mentioned and clarified, the original request includes 12 operational Firefighters. Those are shift Firefighters working at the fire stations and three Administrative individuals working in the office. I'll let Jason talk a little bit about the Operations individuals.

Potts Some of you guys may remember in the last couple of years we've worked with a consulting group to go over a strategic plan process. Following that process, they provided us some recommendations on things that we need to work on and some things that we have been working on but it was nice to get affirmation from the outside. One of those things was our staffing levels and how it relates to employee benefits and just overall staffing goals to, to meet the operational needs of the department. With that's where the 12 Firefighters come to. The 12 Firefighters allows us to actually meet the 17/10 requirement as far as staffing on our apparatus app – four Firefighter/EMTs on an engine, two Firefighter/EMT or paramedics on the ambulances all the time while still allowing the paid time off, all the benefits, educational leave, the things we want to have our people do so they can continue their, their health and safety, their development and growth within the department while still meeting that operational need that we have in Town.

With that also, if some of you guys have participated in our Citizens Academy and have gone through some of the practical skills having the, that fourth Firefighter on truck makes a big difference as far as the workload. So right now our expectations, we should see a reduction in injuries just because they're not having to work as hard to complete some of those tasks. One of the things that we run into is the future of the department as we grow. Since we've opened Station 93 in 2012 we've not expanded any of the service. We still had three fire suppression units and three ambulances in service. So all the growth of the Town of Zionsville has had in the last decade we have not caught up as far as responses and fire trucks and everything. What this does is that takes us to a level to where when we get to the point that we need to add fire stations or add apparatus into a district, we're not going for a big ask for that. I need 20 people to open a fire station. This gets us to the level that we're providing the standard in being able to say if we don't have as many people off duty or we don't have the injuries and things we can actually know that, show that we can expand some of the services in those areas that need it. And that's one of the things that's coming up right now. We talked about even in the last, last meeting that we had the incidents that we've had, that we've had at the schools – we've received a lot information like wow, it seems like it's taking a while for your apparatus to get there because we've not expanded those services since 2012 the amount of call volume has gone up by 25% which means that it's a higher likelihood, especially in some of our districts that our busier than the others that you may have an out-of-district engine or out-of-district ambulance coming in. So that response time is outside of



our goal that we have for the department so adding these people really gets us in a position that in the event that we have staffing that's added to add to the maximum we may be able to provide another service in that, much like the Chief talked about, that tactical shift, we would be able to add that service where we need it the most while preparing to move into a station in the future as, as that development continues.

Garrett Jason –

Potts Yes sir?

Garrett Two questions I guess – one is what, in theory, would be the timing of a fourth station?

VanGorder From the budget this year there's a request for land acquisition to secure the land for it. You would see that in 2025 for opening in 2026 or 2027 to be able to add that fourth fire station. Other things can jump down to capital a little bit and we'll come back to this is that Fire Station 91 currently is in a position of disrepair. These delays need addressed. Currently right now no plans or asking to move that fire station. It is centrally located. It serves the right number of rooftops within the area. So those are two big capital items out there on the horizon.

Garrett Okay. You talked about three men which is four, for a three-person or just four-person trucks. If, I'm a little confused how that could help response time. If you've got a four-person truck and that truck is on a run at 91 and there's another issue at 91, you're still going to be pulling from 293 to bring that truck in, right?

Potts Certainly. What is does is put that preparation of staffing to a level that we are not trying to meet the standard and then as we're building other stations. I haven't asked for 25 people to open a station and get us to the level. So we're kind of balancing two different things right now.

Garrett Okay.

Potts And we're getting the personnel prepared now so the ask when we build the station is not to ask for any (inaudible) because it's going to take us about 10 months plus to get, get Firefighters even aiding to respond. So what we may end up having to do is we don't want to go I have an immediate need to build, build a physical structure and immediate need to fully hire a full, full station to fight and get some seasoned people there. We can do some shifting adjustments and try and make that work.

Garrett Is there, it's, I understand. It's going to be a hard sell for me only from a budget standpoint right, that we're trying to staff now for a station in three years and we've got that grant expiring too, right, for the six Firefighters.

Potts Certainly. And understand that the staffing request is not the staffing for the station. The staffing, staffing request now is to get us to that maximum level of what they are currently operating at.

Garrett Right, Yes, and I understand that but part of the ask sounded to me like though once you're at that maximum level you can, and cherry pick is the wrong word, but you can at least then maybe drawn down some of those resources – this is for a new station as you, as you, as you backfill, right?

Potts It would be my hope not to but Chief?

VanGorder That's what I was going to say – not necessarily because then you're putting yourself right back in the situation we have now where we're not meeting industry standards and you're putting individual lives at risk. From a health and labor standpoint perspective is that industry standard is four individuals. We're operating sub-industry standards at this time so we're trying to build that back up to the four.

Potts So we're not attacking two things all at once.

Garrett So do you have or can you provide kind of complimentary cities, Whitestown, Carmel, Noblesville, Fishers, like who's three-person versus who's four-person in terms of – I get the standard right? I get the budget limitations of trying to understand one meets the standard but are most communities achieving or exceeding that standard or are most communities, unfortunately, falling behind that standard purely because of budgetary restrictions?

VanGorder We can be sure staff provides that to you.

Garrett Okay, that'd be helpful.

Potts Absolutely.

Plunkett I think I'd also just like to understand, I remember in all of 2020 when we were going through Fire Department needs there was the it was like an Arizona some, some type of standard or test that you guys were going through and at that time the rationalization for additional Firefighters was to have four people on, four-person to (inaudible). Two people go in, two people come out. If two people go in, not one person is left with the truck, you can't have, you can't have, you always have somebody kind of stand on the sideline so to speak. So I think, I think from my perspective it would also be kind of just procedurally. If these folks aren't (inaudible) specifically for that (inaudible), like how does that, how does that concept work with the operations and so forth?

Styron Councilors, do you have any interest in looking at the run, the run data itself in terms of how many calls are going for a medical purpose and how many are going to put out a fire? Because I think that's changed –

Plunkett Sure, I think that's helpful.

Styron And I think that has an impact in terms of the actual equipment that we purchase and I'm curious about that and I just want to throw that out for your thoughts.

Garrett It doesn't hurt if it's a three-person versus a four-person through run data I think through diagnostic it certainly shows on the, on the depreciation of the vehicles –

- Styron            Yep, mm huh.
- Garrett           I certainly wouldn't turn it down.
- Styron            Yep.
- Plunkett          Yes.
- VanGorder        And the additional portion of the staffing is for three administrative positions. Currently we have taken a Firefighter off the company's and having them provide a Training Captain role with the recruit classes. We anticipate for the foreseeable future as having to maintain that position. That'd be the first back filled position. A return of the Planning Chief is a position which we had within the Administrative structure of the Fire Department. We'd like to bring in, bring that back and then also the Administrative Assistant position that we lost a few years back. We'd like to bring that back and help offset some of that workload. One of the things we are seeing within our Fleet Service Division, you remember last year we were able to add one individual new employee besides our grant. Our grant funded all of our new employees last year and that was for a mechanic. What we're seeing is that for the first time in over 14 months our work orders for emergency vehicles has gone from 80 down to below 40. So we've cut that number in half with the addition. Now, the one thing that we're struggling with is that the paperwork and the documentations that relate to individuals performing that work and making sure our record keeping is in (inaudible) so we need to make sure and provide the administrative support to those positions to help support that.
- Garrett            Can I –
- VanGorder        Other increase –
- Garrett            So, just two more questions – sorry, lots of questions. One is this will be a takeaway. Can you sort of give us the sense of, again, peer communities from a percentage of staffing, where we are at administration relative to other communities? Are we staffed administrative light, administrative heavy? That'd be helpful. Is it also, we started to talk about apparatus. Is there any plans for the rescue truck we have at 91 to bring that into full-time service or is that TBD?
- VanGorder        It is part of the plan. That staffing does not allow us to be able to bring into a full-time staffing as of yet. Those are part of a future need within the organization.
- Garrett            Okay.
- VanGorder        I'm kind of go back to it. I think it was 2020 that we went through Josh Frost and Mark Hart prepared a couple different staffing plans and if you remember, when we were, right before the grant request went in, the staffing numbers for the Fire Department were needs of 13 individual staff and our grant request last year we were only able to fund six of those individuals. So this is part of that carryover with not addressing the staffing (inaudible) you multiply, multiply each year but we'd be happy to provide not only the request that you have but also the Mayor's

request for physical runs and how we're trying to catch up if you would and make sure that we're able to put the right number of fire trucks and ambulances and EMS people on the scene of those needs within the community.

Garrett There's two years left on that grant, is that correct?

VanGorder Yes sir.

Garrett And it pays 90% of the cost?

VanGorder 100.

Garrett 100%?

VanGorder So those are the other components to the staff. There are additional items within the operating expense of the Fire Department. There are corresponding uniform, fire protective gear budget requests within the budget. Some of the other important items is making sure we're continuing to take care of our own individuals. Within our medical testing line item there are two significantly important items that we'd like to see added in next year's budget. One of those is cancer screening for Firefighters. As most of you are aware or heard some of the presentations from our labor group who've been around, Firefighters are 60% greater to develop cancer than the general population and making sure we're providing those screenings would help those individuals identify that early and seek medical treatment to make sure that those are not career ending or worse.

Now the second component is just as equally important to the Fire Department and that is taking care of our own. We work very hard with some vendors to get some preliminary cost projections to bring in some wellness services for the Fire Department and that is through a clinical psychologist and providing opportunities for our staff as a whole to meet with them on an annual basis and talk about their mind and body. You're probably well aware that we on an annual basis send our Firefighters out for all the medical testing absent cancer screening but we look at their heart, their vision, their hearing and we do that on an annual basis and have done that since we started the Fire Department. The component that we have been missing, just missing a vital piece here, and that is the mind and body component as bringing somebody in and allowing the employees to be able to spend some time with those clinical professionals to make sure that they have things in place to be able to help manage what they see on a day to day so they can become an effective employee for the department not only for today but tomorrow and also when they leave the job so that they don't have these things lingering around. Something that we're seeing – we just came back from Kansas City for the FRI conference which is the annual Fire Chief's conference and most, not most but almost 50% of the departments are trying to find a way to actually imbed a clinical psychologist within public safety as a whole to make it a full-time employee so that that individual can be there on a day-to-day basis to help them through some of those needs. That is a rather minimal ask within the Fire Department budget. It's a \$30,000 ask. In relative terms, the total Fire Department budget ask we understand it's pretty significant with the staffing component but I would say that those two components are very important to both labor and management and that is the cancer screening and the mental health.

We talk about, we'll talk about here a little more about apparatus replacement, vehicles. While we, our equipment replacement program is able to purchase the vehicles because of delays in those purchasing and then the manufacturer's delays in being able to deliver that apparatus, we are anticipating significant increases in our fleet service maintenance costs so that is included in this year's budget and then also facility repairs and these repairs that were planned are only at Fire Station 292 and 293. We're not planning anything beyond the basics for Fire Station 291 until we have a written plan in place about how we would raise or replace that fire station. We're talking about things such as apparatus parking lot failures, stormwater drains sinking and curbs falling off, significant repairs within the fire stations themselves.

In our operating budget we have a small capital line item and that is to address office furniture for our employees. Currently we have Fire Inspectors that are using tables that we, Bobby is in the back of the room, he borrowed from this room because we don't have any office furniture for them so we would like to purchase office chairs for the office and then two new desks for our Fire Prevention staff.

You can move on to the next slide. This is inspectable locations. We've seen a significant increase as we've looked at these needs within the organization, the other thing that our Fire Prevention community, Risk Reduction Division prepares is a weekly report and our weekly report right now is active projects in the Town of Zionsville is 19 pages. Nineteen (19) pages of active commercial, residential projects happening in our community and as these projects come online with the estimated population surge in the community over the next one to three years of them being built and occupied is nearly 8,000 people. That's what's in the pipeline today. That's what's on paper and coming our way. These are the needs that we have to be able to try and keep pace with.

Next slide – You're very familiar with this year after year. We put together a well-known equipment replacement plan to try and maintain our fleet. For next year in 2024's request, is a fire engine, an ambulance and then five staff cars. Also as part of that is all of our self-contained breathing apparatus, the air packs the firefighters wear on their backs come to end of life next year so we have a plan to replace those. There's \$550,000 there and at the bottom of the items I think Councilor Garrett you asked about where's the land acquisition and some engineering design services are in an allotment of funds to be able to design some of those facilities in the future.

Plunkett            Chief, can all of those come from 426? From line 426, the Firefighter Cumulative Fund?

VanGorder        They're eligible to be there. The first time we've seen the revenue projections for the equipment replacement fund, I think it's going to be a little heavy so there's going to have to be some trimming within that.

Culp                Question on the trucks, do you guys do by mileage or years? I mean, obviously, it's 7 years but they're 6 years old and (inaudible)

- VanGorder No, we would like for that to occur but keep in mind as once they come off of primary use they go back into reserve status so they're not gone.
- Culp Okay.
- VanGorder So that fire engine that gets replaced comes back in.
- Culp Well I was talking about the Tahoes and the Explorers.
- VanGorder Yes, most of those are 90,000 miles. All the vehicles we have there will be 90,000 plus. Some of them will probably be over 100,000 miles by the time they get replaced.
- Culp Okay.
- VanGorder And our replacement plan calls for that. The only one that's a little bit newer there is the replacement of the Battalion Chief vehicles. Currently our fleet mechanic does not have a vehicle to be able to use so our intent there is to move that F250 down and have our second mechanic. Because the problem we have now is we only have one truck so as we send mechanics out to different places, they don't have any way to transport their tools from place to place.
- Culp You can get a Tahoe now for 50 grand?
- VanGorder Yes, municipal pricing. They were purchased two years ago for \$32,000.
- Garrett I think you just answered this but so 426, the Cumulative Fire Fund, has a proposed budget has a -\$1.2 million dollar balance at the end –
- VanGorder Yes –
- Garrett So is that, are you going to fix that or are we going to fix that?
- VanGorder I think we're, I'd like to re-look at that and see how we can fix that.
- Garrett Okay. And then do any of the promotions we just did today generate these needs or are those all within?
- VanGorder All within.
- Choi As we get into when we have all the requests for the increase in personnel across departments, I know that that's going to be a big ask from every department. Sometimes we forget about the impact it could have on the little line item areas. So I'm looking at just things that seem a little out of line with, but you've explained a lot of it already but things like a \$60,000 increase, a 38% increase in uniform costs and I appreciate the (inaudible) vehicles out of 426 but then we have a \$374,000 increase in equipment out of 426 so is there an opportunity to make impacts on that? Like people (inaudible) operational and capital costs for personnel?

VanGorder Yes, I think the difficulty is the operating budget is the one that has the least amount of revenue coming in to support it. So if there's any shift, trying to move things to the capital line item that's going to be the better effort to take a look at that and we also have, I'm not sure where Tim may have placed them, we also have cash balances that had been placed when we brought back the fire phone. So there's some other money that will need to be looked at and see how we can do this and what can happen timing wise.

Choi I appreciate that. The problem would be that the operating costs would recur year after year in that versus something's that capital outlay we have the funds for it to be, spend that down. So if we're running into deficit, we would (inaudible)we would not want to be (inaudible).

Dale Good morning everyone. Thank you for the opportunity to present the annual budget for Community Economic Development. Most of, much of our budget is no change, we're not proposing any changes in, in the large portion of our budget, however, there are several things that we are asking for an increase for 2024.

You may know that my department in collaboration with Public Works are trying to phase out the use of BLN Engineering. Currently, developers and petitioners will require the need of plan review for, engineering review so we're under contract with BLN to provide plan review and engineering services for individual projects which we pay initially but then are reimbursed by the developer through Public Works, we, being the Town are reimbursed. So, our, our current budget for BLN is about \$300,000 but then \$300,000 per year. Typically about this time of year we have expended that money and typically toward the end of the year we ask the Town Council for an additional appropriation and often to the extent of \$300,000. So, in this budget what I'm proposing to do instead of having to go through the process of additional appropriation or at least avoid that process, to ask for that money upfront for a total of \$600,000. That's a significant part of our proposed budget for 2024 is to increase the line item from \$300,000 to \$600,000 so that we need not approach the Town Council, perhaps need not, approach the Town Council toward the end of the year for an additional appropriation. Again, that money – 98% of that money is reimbursed by the developer/petitioner. That extra 2% that is not reimbursable or not billable to a particular petitioner is usually some type of administrative process. For example, BLN may provide some services or some reports to the Plan Commission that are not billable to a particular developer or petitioner so that's why I say 98% of those costs are reimbursable to the Town.

This year also or 2024 we're also interested in diving into a Comprehensive Plan update. Our current Comprehensive Plan is actually about 20 years old. It's, it's the product of patchwork that the Town achieved upon annexation of Perry and Eagle Townships and Union Township over, I think, between 2010 and 2015. That activity occurred in which case the Town just cut out, essentially cut and paste, the Comprehensive Plan language and maps from Boone County into the Town Comprehensive Plan. You may know the Comprehensive Plan is a, is required by the State of Indiana to be adopted by a local unit of government in order to have zoning. So if we want zoning in the Town of Zionsville then it's necessary to have a Comprehensive Plan and it should be updated for a number

of reasons not the least of which is that when developers and other interests or residents even come to, want to consider coming to Zionsville, they'll often look at the long-range Comprehensive Plan to see if, if it's current and whether the Town is planning for growth and where it's planning for growth. Also, the Comprehensive Plan is a wonderful and excellent mechanism for inviting public participation in the long-range vision for our growth strategy for the Town of Zionsville. An adopted Comprehensive Plan is a fantastic aid for staff to know where the community intends to grow in Zionsville and how it intends to grow and also is a fantastic mechanism for Town Council members to understand how the community perceives itself in terms of future growth and where that growth should occur. It's a fantastic process for inviting public input as well as from our decisionmakers in determining a future growth strategy for Zionsville. So that's in our budget. We currently have, that's about a \$150,000 increase from our current consulting line item to \$300,000 for consulting.

Also, our legal fees have gone up considerably this year. About this time right now we've already run through our legal fees, about \$50,000, so we'd like to double our legal fees to about \$100,000 and that's the result of a lot of questions about code enforcement that have risen, some training for staff from our legal counsel to inform staff about what types of decisions and findings are defensible to the Board of Zoning Appeals and the Town Plan Commission and also some, just some challenging legal questions that we've had about some, some legacy projects that are in the Town of Zionsville. So, we're asking for 100% or a \$50,000 increase in our legal line item.

Also, my office is located on the second floor of the building. My staff, 100% of my staff, is located on the ground floor. When I'm able to get downstairs, which I often do, I spend a lot of time downstairs just get, getting caught up, where, where staff is on projects, what's going on administratively in the office. There's a lot of opportunity for me to be better plugged in and engaged with my own staff if I'm located physically on the first floor with them so I'm asking for a \$15,000 line item to cover the cost of building me an office space downstairs. I talked to Bobby Adams in Public Works. He estimates about \$10,000, again, aluminum and glass for constructing me an office space downstairs and then I've asked for some, about \$5,000, more for other office improvements downstairs have, having to do with partitions and relocating some office space downstairs for a total of \$15,000.

I'm asking for additional salary position, salary position as a Senior Planner. I already mentioned BLN and taking BLN away from the plan review process and giving that to staff. By doing so, we accomplish a couple things – one is that we eliminate this accounting process that we currently deal with BLN. We're really providing an accounting service for BLN by paying their fees upfront and then seeking reimbursement from the development community or petitioning community but that additional, the work that, plan review work, will fall on staff. I've estimated that we need about 30 to 32 hours of additional, of full-time staff to compensate for the loss of BLN and so I've proposed a Senior Planner position for, to assist with the plan review and that position could also be notch it down to an Associate Planner if we find someone who can meet the skill requirements for the position without having to pay the Senior Planner salary. So, I'm asking for a



Senior Planner position but that could actually be an Associate Planner depending on who we might be able to hire.

I'm also asking for funding, which I think will go through the IT budget, where staff is interested in a number of things. One is we're interested in having a public face in GIS, Geographic Information System's platform. Right now zoning and, and parcel data is not readily available to the general public. By going through GIS and ESRI is the vendor for GIS, the general public can find parcel data and zoning information and other information relating to their property without having to contact staff for that information. So, we think that would be a fantastic tool for the general public and for staff to provide information to the general public.

We're also interested in a permitting/petitioning project manage, project tracking system supplied through Cityworks. What this system would do would help us better track projects being processed through our department. Those would be building permits, those would be petitions through the Plan Commission and Board of Zoning Appeals and code enforcement and inspections in case I didn't mention inspections. That would, this system would help us monitor and track the progress of each of these projects and would help us, the staff, better manage our workload.

And then lastly with regard to the IT budget, we're asking for about \$4,000 for a program called Resimplify. That's a, an economic development tool that would be public facing to allow potential realtors or interests that are looking into coming or considering Zionsville as a place to put their business to find real estate that's available through our, through this portal and provide important information, track parcel size, zoning, value to, again, to interests who may be considering coming to Zionsville. It's a relatively inexpensive \$4,000 program that would be accessible through the Town website. I think I've hit on the essentials here. Otherwise, I mentioned at the very beginning there are several things here that no change, no change in our budget for 2024. I'd be pleased to take your questions.

Melton        You mentioned Cityworks?

Dale            Yes –

Melton        Is that forward facing toward the public?

Dale            Yes, yes, right. So a person can apply online and can track the progress of their petition online.

Melton        (Inaudible) and increase your current staff by one Senior Planner –

Dale            Correct –

Melton        (Inaudible) you talk about PUDs and yet working through those what's the solution for receiving the ins and outs of a PUD?

Dale Right, Yes, PUDs are a popular mechanism for developers to rezone property. Of course, we have straight zoning, regular zoning districts in the Town already and referenced in our zoning map. PUDs are a way for developers to, in some sense, circumvent the standard zoning districts and apply for a unique zoning district called a Planned Unit Development to often achieve higher densities in exchange for higher architectural standards. That's a common practice, not just in Zionsville but throughout the state and probably throughout country. Developers ask for high density through PUDs in exchange for offering goodies like higher architecture or additional amenities that would normally not be required in our zoning code.

Melton (Inaudible)

Dale That would be, that would not be, we're not designating it as a Senior Planner's task. That's currently a task handled by our existing Senior Planner, Roger Kilmer. So, no. Anticipate seeing probably more PUDs and certainly the Senior Planner as I estimated just 30 or 32 hours for BLN. If we were able to hire that person at a 40-hour work week scale than that additional 8 hours would certainly help with reviewing and analyzing PUD Ordinances.

Choi Something like with GIS system, are you trading somebody calling in and asking about the zoning of their parcel of property or somebody else's for how (inaudible) this forward facing program?

Dale We're not trading. We would still provide the service of someone calling. However, as soon as, soon people soon learn that they can find this information online and often it's, it will be third-party developing interests who want to know if they're looking for a place, for example, to put a dentist office they can find that through the Cityworks program. They can get an active, an active view of existing zoning, parcel data, surrounding zoning without having to contact our office. I think it's a great economic development tool as well.

Plunkett Mike, I'm just curious – the, in the event that the Form Based Code gets approved, are we positioned appropriately with staffing to operate the current zoning and the new zoning for the next decade or so? And my other question is with the, I don't disagree but we'll like need a Comprehensive Plan but it seems like maybe the tail is wagging along here for the Form Based Code before the (inaudible).

Dale Oh, I see. Well, the Form Based Code was intended to replace the existing Zoning Ordinance but you're right – there will be some legacy zoning districts, and particularly PUDs –

Plunkett Yes –

Dale That'll be, that'll continue, and we'll continue to get more PUDs. The straight zoning districts would be replaced with the new zoning code. I think from staff's perspective we, we believe that a Comprehensive Plan project probably would have been more useful in terms of long-range visioning. Visioning for growth, for future growth in the Town, than a new zoning code though in, in another sense they operate independent of each other. The Comprehensive Plan is a

vision for growth. The Zoning Code is a means of implementing development standards and development regulations. The Comprehensive Plan will tell the Town and those who are interested in looking at it, how the Town intends to grow over time. The Zoning Code is a snapshot of how, of building setbacks, building height, sign standards, landscaping standards, all those things that are, are tangible, not visionary. And so, yes, I think that we would've probably supported doing a Comprehensive Plan first but that doesn't mean that a Zoning Ordinance like the Form Based Code shouldn't necessarily have preceded the Comprehensive Plan. Did I answer your question or do you have more?

Plunkett Well, I just want to make sure if it gets pushed through that we had the appropriate staffing to (inaudible).

Dale Oh, okay.

Plunkett We're going to have a decade or more of dealing with, with both scenarios so.

Dale With regard to the Form Based Code, I think if it gets passed, it will mean more work for staff just in terms of learning it, applying it, administration and educating the public and developers who are familiar with our existing ordinance. So, there's going to be a peak demand from staff to convert mentally and, and forms and so on to the new Form Based Code. Thank you very much.

Lantz Ahh, sorry. We're starting with – I wondered why those numbers were so low. This is a portion of DPW that's funded out of the General Fund – Facilities and Maintenance Division. There are a couple increases in supplies as we expect further maintenance contracts to go up on both the elevator and HVAC systems here. Other than that, just modest increases, I don't know if I need to get into that but that's DPW facilities portion in here and now all the other maintenance facilities. The GO Bonds those are just refunding, correct, or just the bond payments –

Poore Uh huh.

Lantz On the 2018 General Obligation Bond. What I want to touch on here is local road and street – the local road and street and what we'll probably see here shortly in the motor vehicle highway restricted Funds are revenue to the Town. Basically the state, an alternate in distribution in the state gasoline tax that can only be used for road rehabilitation and preservation projects so we have a pretty robust balance in those. I don't really think that there's reason to keep a robust balance in a fund that can only be used to fix roads. Even with that \$750,000 that increased from \$500,000 to \$750,000, the fund balance is still going to be at or around that 20%. In my opinion, both the local road and street and motor vehicle highway, there's no such thing as savings, only unbuilt projects and unimproved roadways.

So we'll go on to the next one and get to the meat and potatoes here. This is the DPW Public Works and remember this is pretty much everybody else except for Facilities Maintenance and Stormwater which is also held out separately. In the first personal services we are looking to include two new employees. One of those is a labor position which is directly a request given that we're going to take

on 644 new family homes and a couple miles of roads if this next round of transition of services takes place. So, asking for one person, one additional labor to take care of the direct services that we provide seasonally to the 644 new homes. The other position is within the Engineering Division and as Mike started discussing, we are looking to phase out the contractual relationship and reliance on Beam, Longest & Neff on just day-to-day operations. I did a 10-month analysis of what we are billed and then turn around and bill developers for construction inspection on new development and it's about \$390,000 a year based on the 10 months I looked at. So we're going to bring, by proposing to bring in one new Site Inspector, and we would fund that position 200%. We would cut our fees to the development community but we would also make sure that we're covering this employee as well as all fringe and supporting vehicles necessary for him. As a discussion to get in later, is going to focus on the fee schedule and we'll have a much more detailed discussion on that in the future.

One other thing – you'll see there's a big uptick we have in, let me find it, in our travel, training and seminars line. You'll see that it's, it jumps up from about \$3,500 to \$60,000 as we have 14 to 16 employees that we need to get through a CDL A endorsement licensing program. Our trucks are getting bigger, our trailers are getting bigger so we want to get our entire Street Division, including myself, equipped with CDL drivers' licenses and so that's just going to be a one-time fee because we get everything or hopefully get most people through that program next year.

Other increases are just as we're seeing increases in our vehicle and equipment maintenance lines, but I did want to point out that one kind of odd anomaly and within the supplies, services and charges, about \$26,000 of the budget this year is increased supplies for assuming responsibility of these transition areas – heavy trash fees will increase, fuel costs will increase as we travel to service these homes. There are no particularly unique increases in Stormwater. I give you Stormwater everything is basically staying the same with the exception of increases for costs of living. The big spike, again, we do have two Stormwater employees that would be enrolled again or hopefully pursuing their CDL driving. That's about \$4,000 per person to get that endorsement training. Next please –

Garrett           Lance –

Lantz             Yes –

Garrett           So there really wasn't an increase in Storms but the contractual services is up 127%. Is that (inaudible).

Lantz             In, in the Stormwater?

Garrett           Yes –

Lantz             Thank you for bringing up your question. That is an increase we are proposing \$65,000 to supplement our in-house street sweeping and we believe that \$65,000 is enough to sweep all of the curbed sections of streets within the current urban service district twice a year.

Garrett Thank you.

Lantz Thank you for that great question.

Okay, capital outlays. There again, that's the motor vehicle highway restricted fund. Again, motor vehicle highway is funded by the state from various small resources but the big one being the gasoline tax. The Town has always propped up the operations of MVH by assigning a certain portion of the property tax revenue that the Town enjoys but the MVH restricted is 50% of that MVH that comes to the Town has to be carved off the top and set aside and you can't buy people with it, you can't buy equipment with it. You have to fix roads. So, that MVH restricted can only be used, and we only use this in our contract for street repairs annually.

CCD is kind of the dumping ground of all new requests and I don't know if the next slide was going to break out but mostly in that CCD we have the replacement of some failing equipment, 20-year-old vehicles, 20-year-old dump trucks, our bucket truck is 20 years old. Our tractor that we use to mow alongside roadways was here when I got here so who knows? No, I'm just kidding – it's, it's about 23, 24 years old. In the capital, I believe it's included in, in DPW CCD, I had reached out to President Plunkett – INDOT plans next year are to replace the Ford Road bridge over 865 and they gave us kind of the INDOT standard sidewalk across it which is, if anybody remembers, back on Main Street/Zionsville Road, how narrow that was. That's what we get. So right now we have a verbal agreement with INDOT that the Town would fund a 10-foot pedestrian element on one side of this new bridge so that's about \$350,000 based on current estimates. We have \$250,000 and \$120,000 for \$370,000 in land acquisition for new pathways that are currently designed. We need to purchase some new rights of way and we'll get in – I believe there's a map coming up to show that. We've held out \$400,000, there's a request at \$400,000 to start some construction on the Oak Street corridor pathway. You appropriated \$75,000 in a corridor study in 2023. We're starting to see the early results of that so this is purely a placeholder but we believe we can identify a section and actually get a section built for \$400,000 along Oak Street next year and there's about \$80,000 remaining to purchase in the wayfinding signage package. We are acquiring about \$150,000 worth of wayfinding signage within the rights-of-way of the Town of Zionsville. This isn't to step on any of Jarod's sign program but we are, there are two monument signs that were not going to be considered for purchase this year that we'd like to purchase next year.

Garrett Hey Lance –

Lantz Yes?

Garrett You mentioned the, this is the Ford Road bridge over 865?

Lantz Yes –

Garrett There's not a pathway on the north or southside of that so why are we spending money to have a crossover?

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Lantz Because a design life of a bridge is in excess of 70 years –

Garrett Okay –

Lantz And I think within 70 years I hope we have a pathway down Ford Road.

Garrett Okay, we'll see.

Lantz I joke that I won't be here – I'm really confident I won't be here at the end of that bridge's life. Again, we talked about the two new staff. This is not the utility budget but next year we're going to start implementing the upgrades at the plant, at the wastewater plant based on the recent capacity operational studies. We talked about the INDOT pedestrian facility on the bridge, the balance of the wayfinding signage way and the rights-of-way oh, and the transportation or thoroughfare plan update. Our current thoroughfare plan is a 2011 transportation plan. We'd like to get that updated. One of the important things here is it starts to refine the vision of what we want to look like if and when we start considering multi-lane roadways and upgrades but it also plays the important role of establishing what development has to contribute as far as rights-of-way widths, road frontage improvements so this is an enabling document that we turn to routinely to say if you want to build this development on this road, you need to give us 20 more feet of right-of-way and we talked about the equipment replacement and I think that might be if you go to the next slide – this is the Oak Street corridor pathway that D3 Engineering has been looking at for us, that we are considering for a pathway project over the next several years. Obviously, we'd have to eat this elephant one bite at a time but a reminder that you funded \$75,000 for this year to study this corridor and if you go on next please –

Garrett Hey Lance when does a pathway getting paved by DPW versus Parks?

Lantz If it's a longer roadway within right-of-way then we generally –

Garrett Got it.

Lantz Take on that project. This is one of the pathway here on the left was brought up this morning at your meeting there at the Whitestown Road pathway. Cobblestone Lakes is off to the right of your screen. You can see Maplelawn Farmstead. This is under design, has been designed and this is where we will need to purchase some additional right-of-way to get this pathway constructed then in 2025. As a companion project, is the 875 pathway which is looking towards Trailside Elementary School connectivity, particularly for Rock Bridge. We now have a new elementary school, the sports complex and we've got a lot of demand to get to this area. That is going to require quite a bit of additional right-of-way. So next year is an advancement of the pathway projects that are already underway.

Okay, next slide –

Choi So is all of this falling under the CCD infrastructure action line item?

Lantz I believe so, yes. Most of these are replacements of old vehicles. I will call out some that are a little bit different – it is just a replacement situation? A vacuum trailer unit – our Stormwater Division would like to purchase a, exactly what it sounds like. Currently we can clean out, we can flush lines but we can't capture material out of our storm sewer system when we clean it so they would like to have a trailer unit to allow us to do that. A vehicle for an Inspector. The new position I mentioned, which will be entirely funded by development fees, will need a vehicle if that position and budget is approved. Currently, we have one vehicle shared for our Facilities Maintenance to get (inaudible). Two employees go to two different places need to have their own trucks. The dump plow salt truck is a replacement, replacement of a smaller dump truck, bucket truck which I touched upon. A grapple truck is for lifting heavy items and it's just what it sounds like. It's almost like a Tonka toy. You can just reach an arm out, pluck it in and put it in the back of your vehicle. The mower/tractor is our primary roadside mower. The leaf collection vehicle and the pickup plow truck those are directly attributable to the demands for service based on transitioning the three areas that were mentioned earlier by the Chief. We will have to provide direct services to all these homeowners so we're looking to expand our leaf collection capacity to take on 600 new homes and to accompany that one new labor employee, that person would like to have, would need to have a pickup plow, pickup plow truck for that person primarily for snow plow needs.

Garrett Lance, have you ever done an analysis of a third party doing the mowing instead of ourselves?

Lantz We do a combination of it.

Garrett Okay.

Lantz But that tractor gets, everything's multi-use.

Garrett Okay.

Lantz It also runs our tillers so when we have a project of our own, we swap out the mower portion for a Harley rake to till to restore our project areas and get those seeded so it's not just for mowing, it's multi-service –

Garrett Got it.

Lantz Multi-function. Is that the end of –

Vela Yes.

Lantz Us yet? Great. Okay, any questions?

Melton Lance, I see a couple of replacements –

Lantz Uh huh –

Melton Basically new, right? So are we going to have storage issues?

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- Lantz Uh, no. The, most of our vehicles are the smaller ones will be take home, our inspectors will take home those vehicles. The grapple truck we currently use our space out on our 875 facility (inaudible) so we kind of rotate things in and out over there. If it's not needed for a while, we'll put it out there.
- Melton One other quick question – so, I mean, if this says MVH Fund 201 there's a 1,614% increase. Is that the, I'm sorry – it says travel/training/seminars –
- Lantz Uh huh –
- Melton Is that the?
- Lantz That's the CDL.
- Melton The CDL. Thank you. Okay.
- Logsdon All right, Parks and Recreation. So a couple of lines are proposed exponentially larger for next year. One of them that is continuing (audio glitch) would be the staffing suggestion and recommendation for the department. That is multi-facet both for our Parks but also for our Recreation team. In our Park Maintenance team, since the last full-time staffing expansion, we have added two miles of Rail Trail, four pickleball courts, 57 acres of parkland, a dog park, four playgrounds, two shelters and soon one trailhead facility. So, each of those items not only taking daily maintenance but also preventative maintenance and upkeep as well and we're just falling behind. With the 2023 budget we proposed a larger item of part-time assistants and that has greatly helped that effort but we are still behind on the demands and expectations of our community. We are Parks and Recreation. We also are proposing one part-time Naturalist to be promoted to full time and that is due to the increased hours that our Nature Center serves the community. With the original staffing in the Nature Center, it was open two days a week at an old school facility. Now we are in the library in a partnership with them and are open five days a week. In 2022, we had over 14,000 visitors to our Nature Center and so far this year we have had over 10,000. So, a steady flow of traffic to expand the nature education of our community that we've built over the last 20 years. Worst case scenario today as a staff member is sick or there is a conflicting scheduling problem, we have to close the Nature Center or our Director of Recreation steps in dividing her already busy schedule to cover that facility. So with the additional position, hours of that position, we could have a little more resilience for call-ins as well as continue to program in the community.
- Under our services, again, there's a large jump. Part of that is for the design services we plan to intend for next year with the 5-Year Master Plan will soon be before you for adoption. We are looking to provide a refresh to the Lincoln Park facility there at Main Street. Lincoln Park is just a little tired. The vegetation is overgrown and needs to be reestablished. The pavilion could use some restoration work as well as the pathways into the park are non-ADA compliant and provide regular bricks that go out of conformity and can provide tripping hazards so, just the design work to refresh that and give it a new life as it complements our downtown.



Also, the design of the Turkey Foot bridge rehabilitation. This would be to replace the wooden approaches with concrete abutments. Due to the climate of this bridge being heavily vegetated, a lot of moisture, that wood greatly experiences rot and it is in the condition it is today. While it remains safe for pedestrian access, we are unable to provide emergency services to utilize that bridge in case of an incident. So this would be for the design and rehabilitation of that bridge structure.

Additionally, to explore adding more amenities to our park system within our existing parks, the design of a Mulberry Fields concession stand and indoor practice field. The concession stand has the opportunity to be funded in total by impact fees and would provide a year-round restroom at the park. Currently, Mulberry Fields is our most activated park (audio glitch) the field, the splashpad being a big hit throughout the year and the sledding hill in the winter. So, to date, we only have the restroom near the splashpad which is seasonal so it's only operational for the summer months at which point we provide a portable restroom on the site. This structure would allow for that increased use as well as the pickleball courts that have brought new life to the park and all of those users would have a restroom facility as well as a concession stand that could be staffed by our team as a revenue-generating mechanism and provide concession stand services for the organized sports that utilize Mulberry Fields.

The indoor practice space would be a partnership with the organized sports of our community. Within the 5-Year Master Plan we provided a survey to, specifically to our organized sports, to best identify their needs. Several organizations listed the need for more practice spaces, specifically in the winter months and we have identified a partner that is willing to provide a capital campaign for the majority of the funding of that structure should we move forward with that partnership. There would be a lot of exploring with that. We would need to come up with an operations plan that can allow for the continued use of that building with fees for those organized sports but when not in service with sports, that facility would be open to the public for winter recreation for just the multi-use nature of that facility at Mulberry Fields.

Finally, the design of the Elm Street Green/Lions Park connector. To date, we have several parks in our Village, two of which are the most (audio glitch) and Lions Park. To navigate between the two, you currently have to walk on Elm Street on the road and each time I visit our parks I find our residents walking on that road. This would be a connection between Lions Park to Elm Street Green and provide a non-roadway opportunity for residents to travel between the parks. This connection would also connect three parks as Creekside Nature is already connected to Lions Park. We began conversations with the Lions Park Board and are working towards that easement and hoping to fund this problem in the or project in the next year.

Additionally, with our existing capital allocation that we receive each year through park improvements, we would begin adding wayfinding signage to our parks and our trails, purchase a maintenance chipper. Historically, the Department of Public Works had two chippers. They are down to one and our Parks team has been asking to borrow that more and more throughout the years so we are proposing to purchase our own chipper that should the Department of

Public Works' chipper go down they could borrow ours but we continue to utilize the piece of machinery more and more as we combat invasives in our parks.

Next slide – kind of on autopilot for this conversation but I did want to bring up with the passing of the bond that the design and engineering and permitting for phase 1 of the Carpenter Nature Preserve would begin as well in the 2024 year. Happy to answer any questions.

Choi So if you had to be asked for the 2023 and I don't have the numbers in total up, do you know what the Parks capital outlays appropriations would have or not – budget asks would have been under those dashed items? You only have \$314,000 approved (inaudible) that were in 2023. Everything on here, capital outlays for (inaudible).

Logsdon Right.

Choi What all would've, how much would've gone under, in there because I'm just trying to prepare what the ask would've been in 2023 to what the budgetary capital outlay ask is for 2024. That's one question. The other question (inaudible) services, with that increase do you anticipate that 600, somewhere around there to be maintained or will that drop back to a lower level I'm guessing from back down?

Logsdon Yes, the majority of that is the design work for the bridge, for the Elm Street project and for those Mulberry facilities. There was a \$20,000 increase to contractual services and that was just based off of this year's spending. We have expanded our mowing contract to continue to utilize our Maintenance team in other capacities while exploring contracting out that large task that just takes a lot of hours. There's also minor increases to our utility lines. So, with the new trailhead facility, we anticipate more electricity, more water to be utilized.

Garrett Is there, Jarod, this is not a statement towards you but is there a way that like those design services could go under the capital outlay because if I sort of look through this entire budget of everyone, it's very rare that someone asks for less money the next year. My fear is if we sort of approve all of these one-off contractual services then next year the request will be oh, I'm looking to maintain that at \$600,000 (audio glitch) but you'll have a new Council and four new members, one-off things versus the reality, I hope \_\_\_\_\_1:25:55, like one-off things versus stable things become very important. Knowing that's a one-time thing is fine, worrying and, again, this is not just Jarod but just in general, if that was up here and it stays there in perpetuity it certainly becomes a problem.

Logsdon Absolutely.

Choi So, a general question, so like for even the spreadsheet with all the contractual services included in and one, one department had a decrease in contractual services, three stayed neutral and about seven went up and the total of that up increase in contractual services is about \$1.25 million dollars and it's very hard to figure out from the presentations how much of this is actual one-time costs versus recurrent costs and that's why I asked the question of \$170,000 in

contractual services last year versus \$600,000 this year. It's and I too, to Josh's point, if that, I know we can't reclassify that as capital outlays but it seems more in that line of one-time costs versus recurring that would have to be operational.

Logsdon I'm happy to break that out.

Garrett And, and I would say that for all department heads, right? Not just you Jarod –

Logsdon Mm hmm, yes.

Garrett So that we understand that. Passing a negative budget what is the next Council going to (inaudible) from a sustainability standpoint.

Styron Administration. This, this department includes both the Executive Administrative Assistant for the Mayor and the Deputy Mayor as well as the Deputy Mayor. So Carol and Andy's position are found in this particular budget. The contractual services include legal, legislative affairs and PR. You'll see that the '24 request on all those areas with the exception of the humans, has stayed flat.

Vela Supplies went up.

Styron Oh, supplies went up a little bit. Presumably, the new folks coming in will want to get some Zionsville swag, they'll probably want to get their favorite pen and maybe a couple of other office supply items that will be relevant for their getting on boarded with the Town.

Garrett Hey Mayor, are we still - are in a position where like the Deputy Mayor now makes more than the Mayor. Is that –

Styron Yes.

Garrett In the proposed budget?

Styron So the next slide we want to run and jump to that one – this is the Mayor's budget. So this is what the Mayor makes in 2023 and this is what we're proposing for 2024.

Garrett So is the, is the Deputy Mayor then in the 2024 budget, I know that impact you or Deputy Mayor Pickell – is the Deputy Mayor coming in making more than the Mayor?

Styron I don't actually know that.

Plunkett Yes I thought, I thought we reset that. Didn't we reset that in the Salary Ordinance that we –

Styron The Deputy Mayor is making more –

Berry Yes.

Styron Next year.

- Berry Yes.
- Styron Yes, that is the case.
- Kiel The Mayor's budget has decided to take today's salary and increase as, as all other employees.
- Styron Right, so even though I haven't really necessarily grown my salary at the same rate, I made sure that for the incoming Mayor that salary has the same increase as the rest of the employees.
- Garrett And I know that flip-flop has happened because you've not taken raises in years. I don't – it's something to discuss at some point, do you want the Deputy Mayor making more than the Mayor or kind of – it just seems weird to me.
- Styron There is a perk of, of the Mayor to have a car. I would never want to drive anybody else's car other than my own because I'm a terrible driver. So that, I didn't want to take that either. So those are, that's another perk, I suppose that adds to the compensation package.
- Poore For Finance and Records we're showing some increase in the first place, actually personal services has gone down just because even though we're adding an employee that's because with our current staffing, some of the benefits that were chosen went down so that kind of compensated for some of that added expense for the new person that we're hoping to add prior to the end of the year this year.
- Supplies increase – that's mainly with a few different things. Larger staff, with the financial system we're in right now we have to have pre-printed checks versus a blank check stock so costs of supplies have just gone up a little bit.
- Services and charges – is pretty close to staying the same.
- The biggest jump is in contractual services and that is due to the fact that I would like to have an asset audit done. As far as I know, I don't think the Town has ever had one. It's something that definitely needs to happen because that's part of our reporting to the state on, on our annual financial report is reporting all the assets and what the depreciation is and right now we have no way of figuring depreciation on our assets and not even all of our assets are being tracked. So we need to get to a starting point and we already have a software that's part of what the Keystone or, or Boice product so we need to get to a starting point, have that information loaded in there so that we can begin tracking it properly.
- One of the other items that I have in there is to digitize the Ordinances and Resolutions. Right now if you need to search for something you're sitting on the floor looking through cabinets because we have absolutely no way of searching anything. We hope that somebody can at least get give you a timeframe when something took place so you're not going through everything but it's something that really needs to take place so we can, so it's searchable and be easily obtained.

Spendbridge is a procurement software that I would like to partner with after the first of the year. This is something that works in conjunction with our financial software, Keystone, (inaudible) fund. Without going into a bunch of detail, this, this software would help eliminate manual entry errors because since it does talk with (inaudible) fund, information from this software basically will automatically download into our financial software. It also allows us to have electronic approvals on any type of purchase, whether it's a service or product, and then they're also in the process of setting this up so it'll work in conjunction with our P-cards as well and one of the things that it'll do for P-cards, here again, you're going to have, there would be department head approval of that purchase, even those being used by P-card, purchased by P-card, you're going to have that approval by the department head on the front end first versus the back end, how it is now. So, those are the three main asks as far as the reason for the increase in, in our budget capital for, for contractual services.

Garrett Cindy, as I'm looking at your budget requests, your total salary's only got 4% – the proposed raise is 7% and you got a new position needing filled. Can you kind of explain that? Going from \$476,000 to \$495,000?

Choi And then also dovetailing to that, this is a good thing, but then you've got a \$40,000 decrease in health insurance –

Poore Right –

Choi Costs.

Poore I would, I would have to go back to the spreadsheet that was provided and at least double check those numbers.

Garrett Okay.

Choi Again, this is where a lot of my confusion raised from last year and this year and all the year previous is that, we lump all this into, into operating costs when you increase your contractual services from \$50,000, \$50,600 when it's a one-time cost.

Poore Right.

Choi It's very hard to figure out what, how this budget balances out with those big shifts in numbers and not only that but the capital outlays. Like Jarod has \$314,000 recurring every year for maintenance and I know that (audio glitch) comes back to the fund but it's still, just for somebody like me, very confused and asking are we actually balance, passing a balanced budget or not. So if we can have those kind of things broken out and, and so that we could at it easily from all the departments, I think that would be helpful for us.

Vela Okay, Communications budget – so several of the line items are saying the same and others, we're one of the rare departments where there's actually some decrease in some of the line items. So, as I better calculated the cost of printing and postage on an annual basis, I have been better able to determine the cost of that varies a little bit based on the projects that we're doing that year and what

we, what kind of outreach we need but that's the reason for a slight decrease there.

So, some of the main costs that's tracked so, I'm fortunate enough to work with a great local graphic designer, a videographer who is here right now, Collin, and I have some great local photographers that I work with so that includes those partnerships.

Printing and postage – so, if you live in Zionsville, you probably receive our quarterly postcard with updates, updates that are happening across all of our departments so that includes that cost, cost of our annual report, any other special mailer that I send out. A great example would be like the Comprehensive Plan. We would definitely want to do outreach to residents, not just digital and on social media but through direct mail.

Subscriptions – so those are some of our key annual subscriptions. SurveyMonkey, Constant Contact which is our email newsletter, our digital flipbook guide, newspaper subscriptions. Those are across all departments that many departments have access to.

And then promotions is any swag, T-shirts, coffee mugs, those type of things that we order, social media packages into the Boosted post is our advertisement place. Okay.

Rust

Good morning. A little discussion about cyber security and our posture for the Town of Zionsville for 2024. As we know, cyber security threats are definitely real right now. You can't read the paper or a news article without running into somebody having some sort of cyber breach, whether it's Ransomware or, or a data attack of some sort. While Ransomware is not the only cyber event the Town of Zionsville is concerned with, it's probably one of the biggest ones that would affect daily operations. Part of that is in our 2024 budget to be able to monitor and respond to those types of things. We have developed basically a response to those cyber security threats in the 2024 budget to include personnel, monitoring response planning and hardware replacements.

As we move into 2024 and we're looking at what our, I guess, what our requirements are for cyber security, we are always aiming at something to demonstrate due care. If we end up in litigation, if we end up in some sort of situation where we're having to make payments, one of the first things that's going to be asked is have we met our responsibility for due care for our data and our network. So in that we have adopted the Center for Internet Security's controls and their version 8 which is 56 different control keys that we document and we search and we monitor for any kind of events that would be affecting the Town. In this year's budget, there's a fund request for implementation of various monitoring tools basically providing the ability to see and react to cyber events as they occur. One of those items is a security and information event monitoring system. There's about \$80,000 in there for that. It is not a cheap endeavor. It is a 24/7 monitor by a third party at a security operations center type fashion. That type of monitoring would alert cyber events to the Town as they rise to the top of incidents. Otherwise, they would be handled by the security operations center if they're minor things. What we'd try and do is keep the amount of labor that we

have to throw at this down to a minimum and allow some contractual services with an organization to monitor and help with those things so we don't end up with a deluge of, of events coming our direction.

One of the other things that we'd be looking to implement is an updated endpoint detection and response. That's in the old school terms would've been a traditional anti-virus solution but this is something that is loaded on every single computer that does a lot more than anti-virus now. It actually protects the machine from all aspects of things that come in.

The next step in our 2024 budget was also planning for resources that we currently use that could be transitioned to the cloud. As we look at cyber security incidents, one of the things that we note is that a lot of times it impacts your internal operations and those internal operations don't survive very well and one of the major items that comes up from the cyber insurance carriers is the ability to embargo devices if something occurs. If you have a cyber attack and there are major outages through the network and things need to be reviewed for, you know, any breaches or data leaks or anything like that, a lot of the cyber insurance companies are actually asking for the equipment to be turned off and kept in the state that it was in and with that we wouldn't have any services for the Town. So, we're looking at having backups to that implemented in the cloud so we if needed to, we could take our existing connection out to the, out to the cloud resources and bring up those services at any given time if we, if we would have an incident here. So planning for, for that type of thing so we could have a mitigation.

The other items that we're looking at is to understand all of the dependencies that departments have IT, that's part of our CIS controls that we're looking at. Able to see how much data they have, what the risk of that data is to the, to (inaudible) cyber attack and then what protection policies we need to put in place for those types of things.

We are looking to add an additional IT person for next year. That has been identified as a network security and server type administrator in the network to be able to handle a lot of these increased activities that we'd be doing for monitoring for any kind of cyber events.

Then the last thing that we're looking at is hardware replacement. We are currently on a three-year cycle that we're trying to maintain for all of our MDTs in the Police Department and the Fire Department. Those are the laptops that are installed in the vehicles, both fire engines and fire trucks and ladders and police cars all have these for communication with dispatch to be able to get their calls for service and be able to see where they're going and any kind of GIS data they want to look at is all involved with those things. We currently have about 40 units that are going to be coming off of warranty and we'd like to keep those under warranty. What we're seeing right now is anywhere between about \$500 and \$1,000 for repair on these units for just about anything that goes wrong with them if they're out of warranty. We want to maintain those without buying a new one. So, we'd like to get our infrastructure on that and part of the ask that has increased the hardware line item is to be able to maintain that and start that replacement cycle. So over the last three or four years we have transitioned

everybody away from Panasonic to (inaudible) laptops and everybody is running the same units and we'd like to maintain that.

And then something that's come around because of an incident this year has come around again in the budget is to replace the phone system for the Town. We had an event earlier in the year where our backup system failed and that needed replaced. The cost of that took the identified funds for a new phone system for this year and it needs to be addressed within our budget so we pulled that aside and, and what we're seeing right now is looking to when we would replace that in the current year.

That's all I have at this point if you have any questions.

Kiel Thanks for, thanks for hanging on. Well I think I bring up the rear on this one. HR, the budget, there are some increases in some areas that we did not other than personnel that you approved this morning – thank you again. We've got some increases in contractual services, promotions and consulting. You want to go to the next slide?

Consulting brings, is a \$9,900 increase bringing that line to \$20,000. Our middle managers are so very good at their jobs, the technical portions of their jobs, they are the ones that I think we have invested the least amount of money from a leadership perspective so I want to, along with the kind of homegrown training that we have in-house, I'd like to provide some additional leadership training. It could be anything from disc or emotional intelligent coaching and develop (audio glitch) and that type of thing.

From a promotions standpoint, I'd like to increase that – sorry, I jumped a line here – \$5,000. That's to do quarterly all staffs next year, perhaps some staff picnics, some funds to be able to bring us together more so than we have been.

Contractual services looks like it's a scary number – \$62,000 – \$45,000 of that is just moved money. The funds that pay the fees for our ADP which payroll, HRIS, record retention, our learning management system, all of that, was coming from bank fees and Finance has asked that that return to HR. So, not new fees, just a different place that they're paid out of.

And then the compensation study is \$37,500. It is, we did a compensation study three years ago and it's important to maintain that information and make sure that if, just to understand where we are. This is not a commitment to make any kind of compensation changes next year other than what's already been recommended but, again, just to understand where we are.

Garrett Jo, my, my contractual services shows it only going up \$17,000 and general/non-departmental bank fees are going from \$25,000 to \$40,000 –

Kiel Uh, I think –

Garrett These are the sheets I got Friday. Have they've changed since then?

Kiel It has not changed since then. That is the information that I received but it's –



- Garrett It says \$20,500 to \$37,500 (inaudible) HR contractual services.
- Kiel Mine says \$82,500.
- Poore (Inaudible) maybe that changed it (inaudible).
- Garrett Okay. Banks fees are going up 15 grand but fees are being pulled from bank fees so I would think bank fees would be going way down. But I'm just – I don't need an answer right now but just stating I want to see it.
- Kiel Sure. Next one – and this is staff in general, not necessarily HR Department, and you've all seen a little bit of this information but I wanted to give you some background on how it came to be. We have a peer wellness and support, peer wellness and engagement team, committee. Basically it is a representative or two from each department. We come together at the beginning of the year and start talking about what we want to do to impact employees this year. We usually have, I don't know, 15 or 20 different ideas and we thin that down and thin that down to the top five and this is one of the top five that is budget dependent. We currently, as Tim mentioned earlier, we match 50 cents on the dollar up to 6% of the employee's salary. We would like to increase that to a net contribution of 5%. You can see the 2023 estimated expense and the 2024 estimated expense taking into consideration a 7% increase in salaries. What we, it's a, it's an estimate, obviously, those are dependent on employees' contributions and the choices they make. We've gone through and made some estimations on, on that based on today's activity and some assumptions and we estimate that's between \$236,000 and \$253,000 depending on where we land with the compensation increase.
- Garrett So, explain that again, Jo. The \$253,000 – we're going from \$236,000 to \$253,000 with the match?
- Kiel That's the 7% increase.
- Garrett Okay because when I, when I added up all of the 401(a) match increase between current and proposed it was a \$469,000 increase.
- Kiel I will check on that. That is, not sure –
- Garrett Like Fire alone is \$219,000. Now, if they are also adding people so that will add some of that to that number but it was \$470,000 basically for an increase in the match to go, and, and it was \$60,000 for the longevity so it was \$530,000 –
- Kiel Okay. I'll check in on that.
- Garrett Certain numbers are way different.
- Choi I think the department, at each department it's the increase in personnel, in it's operations. So –
- Garrett I think the (inaudible).

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- Choi At least what I got was that we, I did a look at the difference between a 4% increase and a 7% increase and the difference (inaudible).
- Garrett Well, and just to give you an example, let me make sure I've got the numbers here right because I don't want to be – it was (inaudible) Police we're adding four people, it's a \$110,000 addition.
- Kiel I'll verify what numbers came from where.
- Garrett What's that?
- Kiel I'll, I'll verify what numbers –
- Garrett Yes because –
- Kiel Came from where.
- Garrett Because this is proposed, their budget 401(k), 401(a) match retirement is \$110,274 going to \$220,665. That's four people. That's (inaudible) 10% increase in personnel but –
- Berry So the calculation for the 2024 budget is based on full utilization. From a budgetary standpoint you don't want to budget that people won't take advantage of it –
- Garrett Yes –
- Berry Knowing that some people won't and so that would be a balanced budget in fault.
- Garrett Yes –
- Berry On there.
- Garrett So I'm assuming 2023's budget is the same way? It's not 2023 actuals, it's still 2023 budget – the two numbers I get –
- Berry No, no, no –
- Garrett I'm picking on Police, it's just an easy one because they're adding in –
- Berry Those would've been, Yes –
- Garrett The 7% increase.
- Berry We did the calculation this year based on full utilization of the employee benefit.
- Garrett Okay, so the 2023 calculation is not based on full utilization?
- Berry Correct.
- Garrett Okay.

- Kiel            There's your difference.
- Garrett        Got it.
- Berry          Those were based on numbers that were provided from HR.
- Garrett        So now what happens to those dollars that aren't fully utilized and I would encourage every employee to fully utilize them – are they just, just go back to the general fund at the end of the –
- Berry          Correct.
- Garrett        Okay. All right. So, so it really has only been a \$20,000 difference? But just be aware the budget increases, increases substantially because they are up a calculation. Thanks.
- Poore          Okay, Town Court everything has pretty much stayed the same. We have a part-time court person that, who is through our office. That person now does court and public assistance so their salary is going to be split between the Town Court and public assistance. So in Town Court you're not seeing much of a difference but on the next slide when you get to public assistance we'll be adding a salary line in there. Everything else is remaining the same but it's just the split in the, in the salary. And the reason why there's a bit of a difference you have your judge's salary and the prosecutors in the court.
- Garrett        Is there a more efficient way to do that? Like, public assistance? We're giving out 60 grand and it costs us 20 grand to give it out?
- Poore          I would have to look into it. I know one of the things that we're wanting to do (audio glitch) left in the budget is to get a software which would help, help with that a lot as far as our reporting and tracking of public assistance. But there's, there's a lot that goes into being the public assistance investigator because there's a ton of paperwork, you have to, you, you have to call landlords, you have to sometimes you have to, to call banks, you have, you know, there's just a lot of, of work in the process of pulling everything together to be able to make a decision on their behalf.
- Garrett        Is public assistance required? I mean, can you, can you take this \$80,000 in assistance and give it to an organization that's already kind of doing that and let them distribute it?
- Poore          During the reorg we absorbed those townships and so we are the trustee.
- Garrett        Legally you have to offer them –
- Poore          Uh huh.
- Garrett        Got it. Okay.
- Poore          Yes.

Non-departmental – as Bryan was talking about earlier, this is where we're seeing a significant increase in the property casualty insurance. You're not seeing the entire increase right here because some of that has been also passed on to wastewater and golf course. The contractual services –

Garrett Hey Cindy –

Poore Yes?

Garrett I'm sorry – before we move on from that – is there, given the dramatic increase that is happening of the incidents through this year, have we looked at some level of self-insurance and kind of having more of like a, like in healthcare, for example –

Poore Right –

Garrett I have a high deductible health plan, right? Catastrophic gets covered, if it's not, I just self-fund it. Have we looked at that for this kind of insurance to drop that rate?

Poore No, no we have not.

Garrett Then it might be something if you look at the savings this is just sort of, I mean, self-insure the thing unless there's some \$3 million dollar claim and then we're covered. I don't want a huge liability but it might be something to look at.

Choi You can also, I mean, through the huge, I'm sure just like in health insurance when (inaudible) something like this when you have a catastrophic –

Garrett Yes, Yes, Yes that's a good point. I was thinking that. If it's a huge number we're covered but if it's a \$50,000 claim we just write the check and it might save money.

Choi It just depends on how strong the (inaudible) would be.

Garrett Yes.

Poore So the significant increase in the contractual services is the transportation plan study that Lance was talking about earlier. That's where this is being paid right here. I did increase bank fees a little bit. I know we pulled the ADP stuff out but the bank fees ended up being in the hole and probably most of that was because we weren't carrying ADP as well but I just want to make sure that we're not going to be in the hole next year with our, our bank fees.

Garrett Are bank fees related to like payroll stuff? Not necessarily related to like our savings account going down?

Poore It's supposed to be just like your, your account analysis charges or so forth. Your, your bank fees, your merchant service fees –

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- Garrett Yes, okay.
- Poore Those types of things. But we were paying the ADB, ADP fee out of this as well this year.
- Garrett That's what Jo was talking about –
- Poore Right.
- Garrett Moving it out? So even moving that out you still think it needs to go up 15 grand?
- Poore It's basically just precautionary. We could leave it at \$25,000 and see where we're at halfway through the year.
- Garrett And are you, are you fairly confident on, so on the revenue side we're going from like 10 grand in interest to \$1.5 million. Are we fairly confident in that as well?
- Poore It, yes – it increased significantly.
- Garrett Do the balances we're carrying help us waive any bank fees?
- Poore Um, not with –
- Garrett Tim's shaking his head no.
- Poore Yes, not with the type of accounts that we're in.
- Berry Most of the money is today in Trust Indiana, correct? Have you transferred?
- Poore No.
- Berry Okay, so, yes, you could potentially if you kept the money in the bank, you could do that.
- Garrett Got it.
- Berry But it'd still be a debt, it'd be a wash.
- Poore Yes. I'm actually moving all of the bonds into this. It kind of got a little confusing when the department (inaudible) had a little bit here and there. It's just a lot easier just to pay for the employee bonds in one swipe.
- Garrett The Chamber and Z'Works it looks like they're just moving in promotions then?
- Poore What's that?
- Garrett The Chamber and Z'Works are moving to promotions rather than having their own line item?

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Poore Um –

Garrett 282? Is that right?

Vela I think they do have their own line item.

Poore Yes, they probably do have their own line item.

Garrett Okay because they're budgeted at \$0 in this sheet.

Berry Yes.

Garrett I just want to make –

Poore I think we were just waiting to hear what needed to be put in there.

Garrett Okay.

Poore Yes.

Garrett So, is (inaudible) so, you're waiting to hear by just shifting them into the promotions and then they'll shift down that – that increase in promotions isn't related to something else? Because it's 120 grand that is the total of those two and the promotions went up 120 grand so I'm assuming that's the offset or is there something else?

Poore Well, 200, was it 250?

Garrett It was 230 and now it's 350.

Poore Yes, that would be the difference.

Garrett That's the difference?

Poore Yes, that is the difference.

Garrett Okay.

Choi So, technically, there is no increase in promotions?

Poore They, those two, Z'Works and, and the Chamber do have their own lines.

Plunkett I guess I haven't covered this – we didn't have any increases in salary, FICA, workman's comp, any of that stuff. We do need to increase the amount (inaudible) Heather and Barnes & Thornburg in for (inaudible) remaining this year. I shifted that down to contractual services for a couple of reasons. 1) I know there are some projects (inaudible) some things that other Councilors have and there are several for legal, for legal to, to dial in on so I just kind of want to get some cash there for that. Also, the state legislature did pass allowing Town Council, reorganized Town Councils and (inaudible) to contract for legal fees. That's certainly something that to be able to have that to sue and even if we need

to do that and then we could have potentially seven new Councilors so there's additional training available that I felt was important to have in the budget so. That's it.

Choi So, I will follow with this statement – I had Jo send me the document that she sent out a couple of years ago comparing our Town Council salaries to those of other neighbors, 13 other different municipalities, and, as was noted back then two years ago when the Administration proposed increasing our stipend, we decided in the middle of COVID that was not the appropriate thing to do and backed off that. As four of us are rotating off Council and I think that Zionsville being the lowest of 14 different municipalities, and in some cases by a lot, I'm going to re-propose a difference in that budget. I know we're looking at cutting back on a lot of things but as we did last year in bringing our employees' salaries up to more of the median, I think that's probably appropriate then to also then to take this to some other salaries so that we don't have to revisit every 4, 8, 12, 20 years to take it as a percentage of say, the Mayor's salary. Just throwing that out there.

Vela That's it.

Garrett Want to talk about it now? Tim, can you – I asked Jo and she deferred to you, so, there's a proposal for a 7% pay increase which I understand and support it once we get through this budget. Can you give us a sense of for every percent increase proposed what that budget impact is so if 7% is –

Berry About \$160,000.

Garrett \$160,000. Got it.

Traylor And last year was supposed to be an anomaly where we increased 7% plus it ended up being about 10% overall for everybody –

Berry Correct.

Traylor What's our rationale for another 7%? Anybody?

Kiel I would, I will volunteer. Last year the 7% got us where we should've been. It had, it really didn't address inflation that we've experienced this year. If you take employees' salaries, their buying power, they're still in the hole and do I expect to do this every year? No, but the last 18 months have been unprecedented inflation and that's, that's the reason.

Traylor I understand, Yes, I understand the rationale. I just, I don't think you see 7% increases as the norm across the country. Like, that's not, that's not what –

Kiel Most of our neighbors from municipalities from what I have seen is, are doing between 5 and 6% or going in with 5 or 6%. I would add that they were also not doing large percentages last year to bring their staff up to where they needed to be because they were – finish that thought – because they were already where they needed to be.

Traylor And I know I say this every year but we really ought to be on a performance base increase not a flat increase across the board.

Kiel We don't have merit increases and these are all cost-of-living increases, therefore, it's across the board. We have made progress in that. I feel really good about where we are from a performance standpoint with our employees. We've gone from a system where employees felt was unfair to, and administered unfairly not necessarily the performance on paper was not fair, to a year of nothing to a year of all supervisors being encouraged to have at least monthly one-on-ones with their staff to now we have required quarterly conversations that are documented and uploaded in ADP and the first one of those is fourth quarter this year. So we're making progress in what seems to be a reasonable system for a town. It is, I come from your background and it's super easy to do a very objective metric-based performance evaluation. That is not the case here in municipal services. It is very difficult and so I think this is a much better way to administer, to gauge performance and keep a better handle on areas for improvement and areas that need to be addressed and, and successes that we have through the year.

Berry Back to your original question, Bryan – yes, last year the, you had the cost-of-living increase of 7.8%, the cost, not all employees participated or realized it, but the cost of the longevity pay was about 2.5%. So, the total cost of increases was over 10% last year. This year what is in the budget is a 7% increase. The cost of longevity is about 2.2% as well and then there's the other 2% on the 401(a). So from that total cost then would be (inaudible)

Garrett So, what, what's like the most efficient way to move forward? I mean, Jason, don't leave – you got two seconds. I know you gotta go.

Plunkett I've got a meeting –

Garrett I know but what's the most efficient way to move forward because the Mayor has presented us, I think what we've asked for, so I appreciate, which is sort of the budget of everything the department heads want, right? And I think this Council generally has asked, has created kind of a balanced budget, especially on a go-forward basis. I don't know that it's the most efficient time for me to say I don't want a transportation plan – I'm not saying that, I'm just making it up – and for Alex say he doesn't want X, Y and Z is there an easy way to sort of submit – do we go back to the departments and say trim it up a little bit? Like –

Traylor Yes.

Garrett What, how do you two feel the best way to move this forward is versus us sitting here for the next six hours debating 50 grand here, or 100 grand here? Do we have a plan for that? This is sort of a new way we're doing this.

Plunkett Yes, I mean, I think from my perspective it would be good to get Council input on where we want to see things trimmed down a little bit. I would certainly like to engage this Administration and the new Administration to understand all the priorities across the board. I think that, I think there are some questions that once you start looking through line by line getting every single, every single detail,



certainly it's good to get this information here but I think I heard a couple of times when people had questions they would, the department heads would reference the Excel spreadsheet or reference the spreadsheet that we don't have so, I mean, maybe there's not a desire to share that, I don't know but that would certainly be helpful so we could look through and see (inaudible) as well. I think that –

Pickell Is there a spreadsheet that we're not sharing?

Styron I haven't seen it.

Plunkett Somebody had asked something to Cindy before she said –

Poore I forwarded all that out, Yes.

Pickell Everything's out.

Plunkett Okay.

Pickell Yes.

Plunkett So, I think, I think the first (inaudible) this Council worked hard to pass operationally balanced budgets in the past. I think there's some questions that Councilor Choi has had about why certain items are listed in different areas and should they be listed in some capital expenses or should they be listed in, in the actual operating balances? I mean I think understanding those types of questions from us to get the Administration and the department heads (inaudible)

Styron Yes, there's capital and then there's capital and it's all about the way the budget process works in the state.

Plunkett Yes –

Styron So, it's not, what you think a, what you and I might think is a capital kind of investment, it's the state still categorizes a lot of things as a capital, calling capital (inaudible).

Choi Sure, that's the problem we ran into last year in identifying that the state statutes determine how we can and cannot classify things. So we have to do the exercise of going at this one (inaudible), not all (inaudible) and then try to figure out what a balanced budget looks like from that standpoint. We can't just shift things around all at once.

Styron AIM has some really terrific municipal finance classes and seminars. So, anybody who's interested in understanding the difference between that because a banker can get real frustrated with municipal finance. It is a good, they are really good programs.

Choi (inaudible).

Styron It's not easy stuff.

Garrett I think from a department head standpoint, if you think about things like a 7% increase in salaries, if that's something that we all feel is the right thing, there's going to be more cuts for the other things you guys want to do, right? Contractual services, equipment, whatever that may be, I just want to sort of let that be known that to me is the importance that we are passing a budget that is sustainable. We may have high cash balances and that's okay to do those one-time things that some of you propose but a 7% increase and I'm not just picking on that, it's just a big number, right? That's \$1.12 million dollars increase plus all the additional labor we would be getting. If we do that is something we're going to get every year and passing increases on top of that. So, if that is a priority, that's okay but know that I'm going to want to make sure if we're prioritizing that I'm going to deprioritize a lot more. I don't necessarily want to go to Jarod and say you need to cut this specific thing and Chief VanGorder you need to cut this specific thing but there's going to have to be some cuts coming just to be pragmatic about it. We could pass this budget with cash on hand but in two years we've got a problem.

Traylor Well and I think, I think the best thing to do would be the department heads figure out what they can do without. You know, what they, separate the need from the want and make those proposals about okay, here's what we'd like to cut out because if it's left up to us, we could cut something that's vitally important to you. I'd like your recommendation about we all know that we have to cut some things. You recommend hey, here's where we would like to see the cuts come from and, personally, I think an easy start would be taking the 7% across the board increase in salaries and make it more reasonable – 4, 4% and that's an easy cut.

Choi It is an easy cut. It actually doesn't net us a whole lot though. And to Josh's point, we can, even on the capital side, say that we figure out how to classify all this, the fund balances we're spending that down way faster than –

Traylor Correct.

Choi To get it to a normal 15 to 20% but at some point we'll reach that 15 to 20% and have to really create a balanced budget because fund, those fund balances (inaudible) take down at that point.

Garrett Yes.

Choi Yes.

Styron I think it's important to make sure we understand what's a net new piece of capital equipment and what's a replacement. Because if it's a net new fire truck, for example, then that means humans, needs firefighters, need to staff that. Like that's, there is like on recurring costs that come with some capital expenditures. So being real clear, I think the department heads to really make sure that the Council understands what capital expense also has a recurring investment from the (inaudible).

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- Garrett Cindy, have we ever looked at putting together, I know that the Fire Chief has some capital replacement fund that we fund every year and so when he wants a fire truck that's \$2 million dollars, we've been funding for that so it's not, it's not a big a deal versus some – have we looked at the other departments doing that? You know, Lance with all the, three trucks that he has or the Parks Department or Police with the cars? Has that ever come up in conversation?
- Poore It's kind of what we use the CCD fund for.
- Garrett Okay.
- Poore Yes and the last few years we started using it more for the capital items like the police car purchase and so forth so that's kind of what that's been utilized for.
- Berry I think based on statute you don't have any other cum funds –
- Poore Right –
- Berry That you could adopt.
- Garrett All right, thanks, Tim.
- Berry So just to give an overview, the total cost of longevity, 401(a) and salary is about \$1.7 million. The total cost of new employees and the corresponding equipment that goes with those new employees is about \$3.8 million.
- Garrett And that's ongoing too, right?
- Berry Correct.
- Garrett They both are. That's \$5.5 million of ongoing costs.
- Berry And, and it was mentioned earlier, I forget who, but there's a cost of a little over \$600,000 in Firefighters that were added this year that were paid the majority through the SAFER grant that will come on in 2025.
- Garrett I guess one thing I'd like to hear the other Councilors talk about – this property tax levy appeal. Is that an interest to pursue that? I'm interested in it from a, just given the shortfalls we see. Is there anyone opposed to that as they're thinking through the budgeting? Joe, are you fine with that?
- Choi Is there a cost associated with assuming it?
- Garrett Are there costs associated with it? There's not much cost is it?
- Berry No, I mean, we've had some costs associated with putting together the documentation but –
- Choi But we're not talking about \$150,000 –
- Berry Not that, no.

- Choi Of that \$880,000?
- Garrett A lot of the requests for net new were public safety – 4 Police, 15 Fire. You’ve got to justify, you can’t just say I want it. So, that may be part of the justification when thinking about cuts to put back in – it’s that public safety piece that’s, I think, important to Administration and for Council. I didn’t hear any opposition so, I would say go forward with that because we could use that for (inaudible).
- Berry We’ll add it into the revenue side.
- Garrett Yes.
- Ferguson Say you want to make a note but that doesn’t mean you’re going to get it.
- Garrett No, I understand that. No, I understand that.
- Ferguson I wanted the, some, maybe, I don’t know if departments want to itemize certain line items and say if we don’t get this (inaudible) it means they’re aware that we would (inaudible).
- Berry Because they may come back and tell you to cut your budget.
- Garrett Right.
- Berry (Inaudible)
- Choi So that I’m not misunderstanding – when you get that extra revenue that’s then baked into the future?
- Berry Yes.
- Choi Yes, so that’s a permanent increase?
- Berry Yes.
- Ferguson If they give you the full amount.
- Choi Right.
- Berry Whatever they give you is, becomes a part of your base.
- Choi So we may not want to put it into the revenue side as we budget or is that?
- Berry You would have to.
- Choi You would have to. But, then kind of understanding that you might not get much of it or any of it, but if you do get it then that’d be \$880,000 further that the next Council could work with within the 2025 budget.
- Garrett Can you tie –

- Berry And that also would not preclude future Councils if they qualify –
- Garrett Yes.
- Berry For the 2% excess –
- Garrett As long as it keeps going.
- Berry To also do that.
- Garrett Is, do you put like specific costs in the justification. In other words, if we don't get it, let's say we, say it's all Fire because the justification is six more Firefighters, we don't get it, I wouldn't want to go back to Parks and say they got to cut their budget \$886,000. Is there, can you kind of correlate that so we know that if we're adding it based on the best chance to justify getting it? Does that make sense?
- Culp When would we know if we got it?
- Berry More than likely not until December – 1782 notices go out. They may give it prior to that point in time.
- Poore (Inaudible)
- Ferguson And if you don't get it, you do have a chance to adjust accordingly. (Inaudible) let's pass a budget that's got \$1.5 million between those different levying (inaudible) and they only give you (inaudible) the amount that's for the transition, \$750,000 but (inaudible) ability to adjust.
- Garrett Yes.
- Ferguson Obviously if they need that like how to (inaudible) but it's (inaudible).
- Garrett So is the next step then the presentation of the revised budget in a Council meeting? Is that, as I looked at that calendar?
- Berry So the proposal is for the budget to be presented on the 5<sup>th</sup>.
- Garrett Is there enough (inaudible).
- Berry Making a request to department heads, we are going to need that back by the end of this week at the latest to get that –
- Harris The posting deadline would be then the following Monday, Tim? It's such a tight turnaround –
- Garrett Yes.
- Berry The deadline for the, would be the 8<sup>th</sup> of September, right?

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Poore Yes –

Berry I think?

Garrett Yes.

Harris Yes, but I was talking about the posting deadline for the Council which would require it go to Amy Lacy by 4:00 the following Monday because we're trying to make sure we allow time to look at it in advance and that's a requirement for everybody.

Garrett And, not ideally, I don't speak for President Plunkett, we can always have a special meeting if –

Harris Yes.

Garrett Necessary, right? So, I know this has been a lot of work for all of the department heads. We have, if you need a little more time – I guess my other question for all of you is, do you have enough feedback from us? You kind of gotta go scrum it out in, in the room but do you have kind of a general sense of what this Council's looking for? I see a lot of yesses so –

Lantz I'd appreciate some specific feedback. If there's anything in a budget that you want to make sure is continued. I have listened to a lot of people when it comes to pathway projects or things of that nature. So, if you want to make sure that something stays in there let us know.

Garrett All right.

Lantz The rest of it, you know, sure we can start lopping off equipment-type things but I don't know how much latitude in the distribution of the property tax there is as far as a proration across all the funds because you start to get into well, you could look at DPW has so much to cut –

Garrett Yes –

Lantz At motor vehicle highway, you also put more money in motor vehicle highway too. So, I think we'd appreciate the specific feedback on anything you want to keep in but there's going to have to be some difficult decisions if we're going to really trim, depending on how much we want to get, maybe, maybe getting from the Council on get closer, is closer halfway there? Is closer balanced? What's our target I guess?

Garrett So, and I'm only going to give you my feedback because I'm not representing anyone else – I think two – one is to me a better understanding of what is one-time must haves that are, even if they are not capitalized from a state standpoint, and you consider one-time, what are the budget (inaudible), what are the fund balance implications of that and really have any justifying any hiring. I would rather take care of the people we have than hire a bunch of new people. So I think I'll be critical of any hiring – and I'm not saying you can't do any hiring, right? Again, this is my perspective but I think there's a lot of valid justification for it,

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just those are the pieces of anything that's in there that's going to, we're going to incur year over year over year that's just –

Styron           Recurring, yep.

Garrett           Yes. That's something just to keep note of. I trust you all with the things you are prioritizing in the things we most need more than me telling you what we need but that's kind of my general thought.

Styron           All right –

Garrett           Thank you.

Respectfully Submitted,

Amelia Anne Lacy, Municipal Relations Coordinator  
Town of Zionsville