

# Budget Guide

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This budget guide is a summary of the information contained in each section of the budget document. There are three main sections; Introduction, Fund Summaries and Details and Appendix.

## Introduction

This section provides general information about the City. It includes:

- Mission & Values
- City Organizational Chart
- Summary of Budget Process
- Staffing Summary

## Fund Summaries & Details

The City has a combination of governmental funds and enterprise funds.

Governmental funds are those through which most general governmental functions of the City are financed.

- General Fund
- Debt Service Fund
- Capital Fund
- Lottery Fund
- Economic Development Fund
- Off-Street Parking Fund
- Redevelopment Fund

Enterprise funds are used to account for the City's ongoing organizations and activities that are similar to those often found in the private sector.

- Sewer Fund
- Golf Fund

This section gives summaries of each of the funds followed by the departmental detail. Justifications for each department are included.

## Appendix

This section contains a chart of the City's tax levy history, a line item description and detail, and departmental organizational charts.



## The City of La Vista

is dedicated to providing exceptional municipal services with the highest level of integrity, professionalism and excellence.



### **ACCOUNTABILITY**

We will be responsible for our decisions and actions as stewards of the financial, informational, physical, environmental and human resources entrusted to us.



### **INTEGRITY**

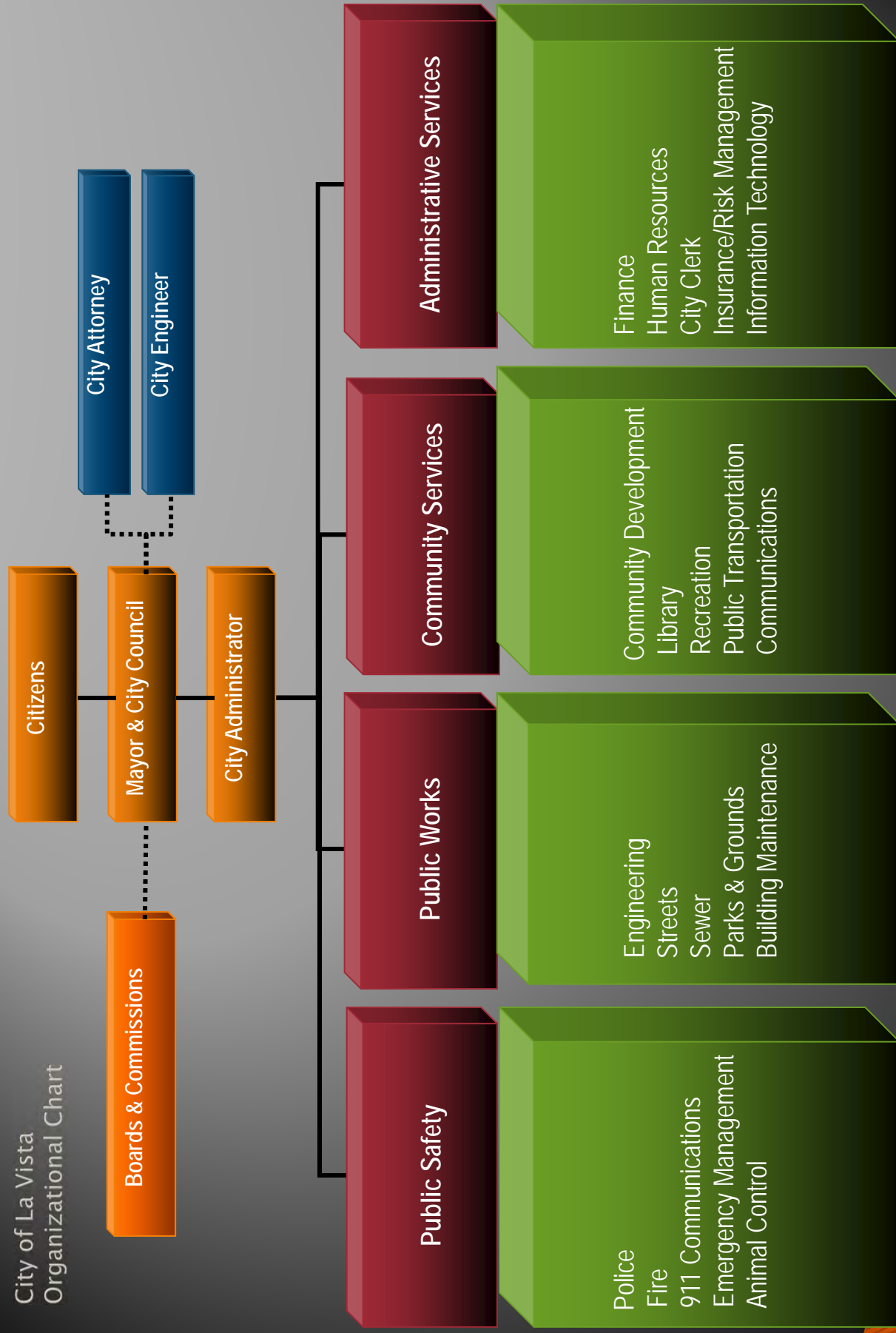
We will maintain high ethical standards in our personal and professional conduct.



### **PUBLIC SERVICE**

We are committed to providing high quality public service to the citizens through communication, teamwork, professionalism, dedication to duty, courtesy and respect.

# City of La Vista Organizational Chart



# City of La Vista, Nebraska

## List of Officials

### Elected Officials

**Mayor Douglas Kindig**

City Council Ward 1	Kim Thomas
City Council Ward 1	Mike Crawford
City Council Ward 2	Ron Sheehan
City Council Ward 2	Terrilyn Quick
City Council Ward 3	Deb Hale
City Council Ward 3	Alan Ronan
City Council Ward 4	Jim Frederick
City Council Ward 4	Kelly Sell

### Management Team

City Administrator	Brenda Gunn
Assistant City Administrator/Director of Community Services	Rita Ramirez
Assistant to the City Administrator	Jeff Calentine
Director of Administrative Services	Kevin Pokorny
Police Chief/Director of Public Safety	Bob Lausten
Director of Public Works	Joe Soucie
City Clerk	Pam Buethe
Community Development Director	Ann Birch
Library Director	Rose Barcal
Recreation Director	Scott Stopak
City Engineer/Assistant Public Works Director	John Kottmann
Human Resources Manager	Mandy Garrod

### Involved in Budget Planning

Assistant Recreation Director	David Karlson
Recreation Program Coordinator	Rich Carstensen
Golf Course Services Manager	Denny Dinan
Assistant Library Director	Jodi Norton
Police Captain	D.J. Barcal
Police Captain	Bryan Waugh
Police Captain	Jeremy Kinsey
Street Superintendent	Greg Goldman
Park Superintendent	Brian Lukasiewicz
Sewer Foreman	Terry Foster
Park Foreman	Jeff Thornburg
Building Maintenance Superintendent	Pat Archibald
Building Technician	Jeff Siebels
Human Resources Generalist	Karen Fagin
Community Relations Coordinator	Mitch Beaumont
City Planner	Chris Solberg
Chief Building Official	Jeff Sinnett

## Mayor Douglas Kindig



Mayor Douglas Kindig has served the City of La Vista in a variety of positions since 1994, ranging from the Park and Recreation Advisory Board to his current position as Mayor. He served on the City Council from 2000 to November 2005, when he was appointed mayor.

Mayor Kindig was elected in November 2008 and reelected in 2012 to serve as Mayor of La Vista through the year 2016.

Mayor Kindig also serves as the President of the MAPA Board of Officials, is a member of the board of directors for Sarpy County Economic Development Corporation and the La Vista Community Foundation, and is a past member of the Executive Board of the League of Nebraska Municipalities.

In 2012 Mayor Kindig was selected as the Elected Official of the Year by the Nebraska Planning and Zoning Association and he has been recognized by the Sarpy County Chamber of Commerce as the Sarpy County Public Official of the Year and the Sarpy County Economic Development Corporation with the Partner in Economic Development Award.

Mayor Kindig's vision for economic development has always been to promote new business growth, not only in La Vista but also statewide. He has led efforts forming legislation to protect the growth of cities, helped form the partnership of the fire department and continues to work on merging Douglas and Sarpy County 911 centers, which could have the potential savings of \$22 million in the first five years.





## City Council Ward I

### Council President Mike Crawford

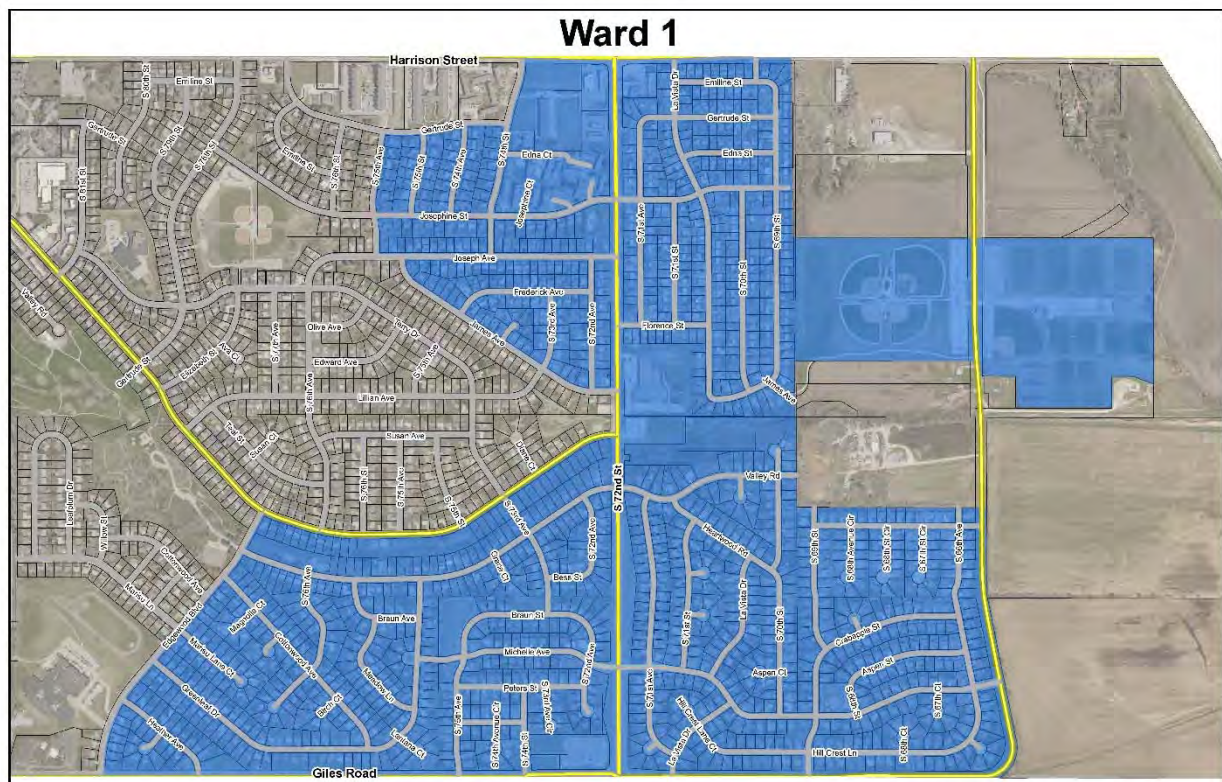


Mike Crawford was elected to the City Council Ward II in November of 2008 and reelected in 2012 to Ward I. His current term runs through 2016.

### Council Member Kim Thomas



Kim Thomas was appointed to the City Council in February 2013. He was elected in 2014 and his current term runs through 2018.



## City Council Ward II

### Council Member Ron Sheehan

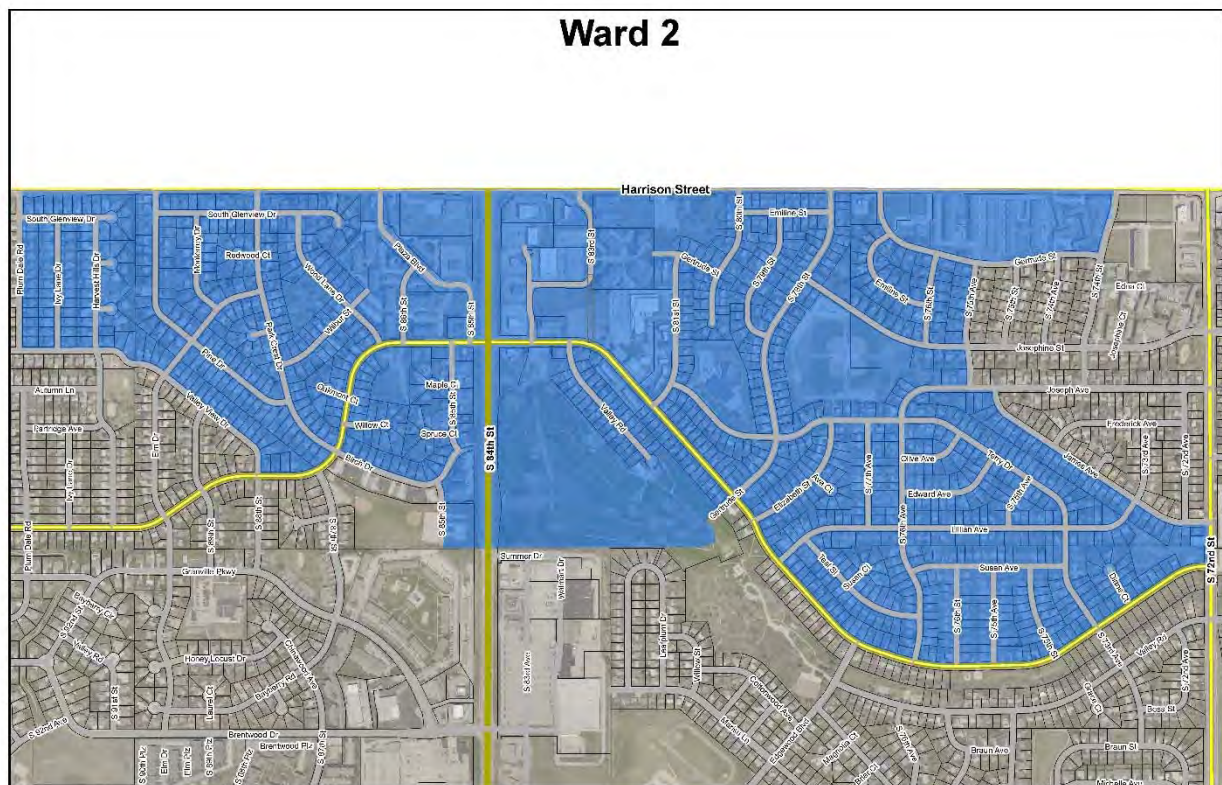


Councilmember Sheehan was elected to the City Council from Ward I in November of 1988. Sheehan has been re-elected to the Council in 1992, 1996, 2000, 2004, 2008 and 2012. His current term runs through 2016.

### Council Member Terrilyn Quick



Terrilyn Quick served on the City's Planning Commission from 1983 through 1986. She was elected to the City Council in November 1986 from Ward II and has been re-elected in 1990, 1994, 1998, 2002, 2006, 2010 and 2014. Her current term runs through 2018.





## City Council Ward III

### Council Member Deb Hale

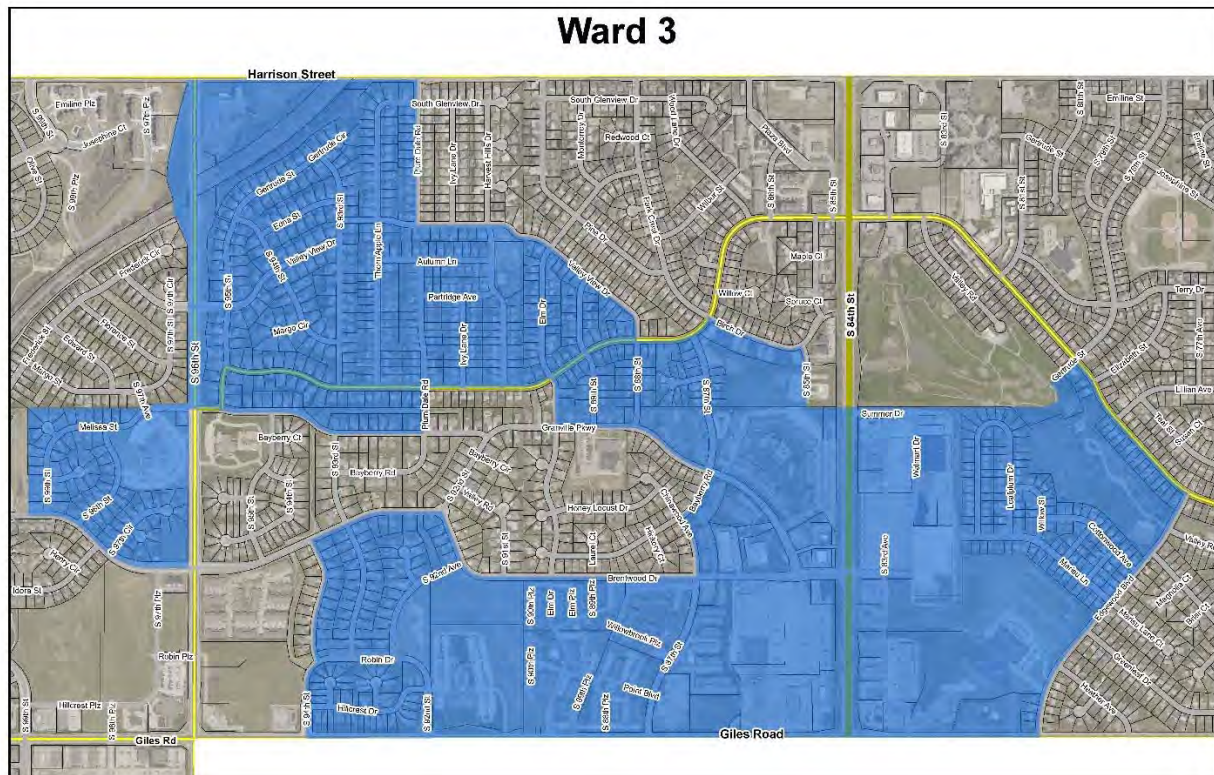


Deb Hale was elected to the City Council from Ward III in November of 2012. Her current term runs through 2016.

### Council Member Alan Ronan



Alan Ronan was elected to the City Council from Ward III in November 1994. He was re-elected in 1998, 2002, 2006, 2010 and 2014. His current term runs through 2018.



## City Council Ward IV

### Council Member Jim Frederick



Jim Frederick was appointed in June 2014 to fill a vacancy on the City Council. His term will run through 2016.

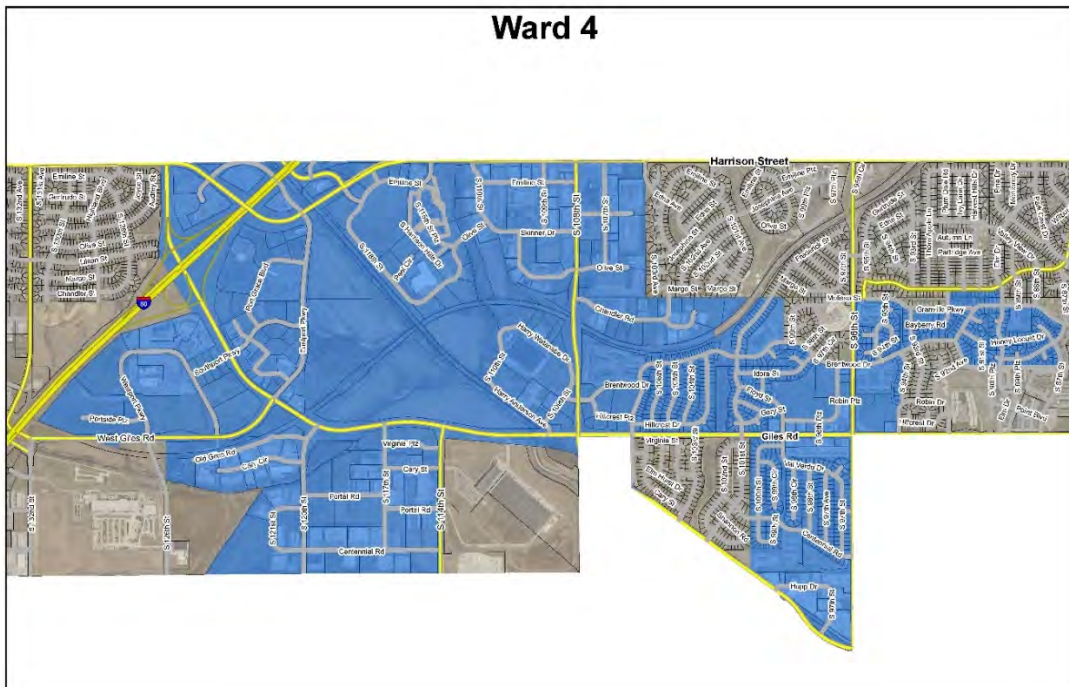
### Council Member Kelly Sell



Kelly Sell served on the City's Planning Commission from 1985 through 1987, and again from 1988 through 1989. During that time he also served as the Planning Commission member of the Board of Adjustment. In a special election held in December of 1989, Sell was elected to fill a vacancy on the City Council in Ward I.

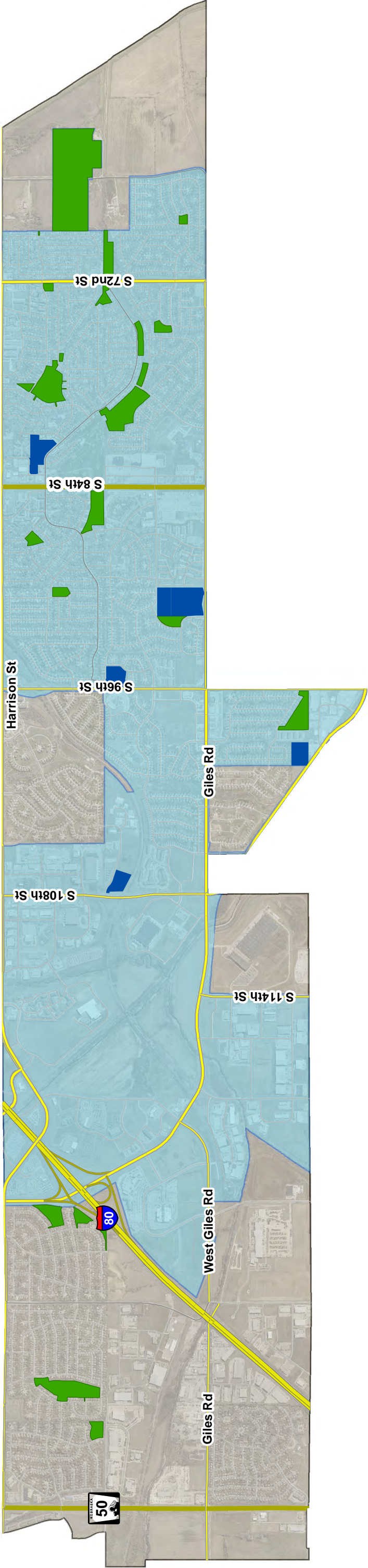
He was subsequently elected to the City Council in November 1990 and served through 1994. In January of 2006 the Mayor appointed Sell to fill a vacancy on the City Council in Ward IV. Kelly Sell was elected in November 2006, 2010 and 2014. His current term runs through 2018.

## Ward 4





# CITY of LA VISTA



**Legend**

Facilities

Parks

City Limits

Extrajurisdictional\_Jurisdiction




City Limits

City of La Vista, NE

October 03, 2014

Drawn By: CSB



La Vista



# La Vista at a Glance

With small town values and big-city opportunities, La Vista offers a friendly community in a safe and beautiful setting. As a gateway to Omaha, we've built a progressive place for both businesses and families. Started by people of vision in 1960, La Vista is one of the fastest growing cities in Nebraska. Take a brief look at La Vista:

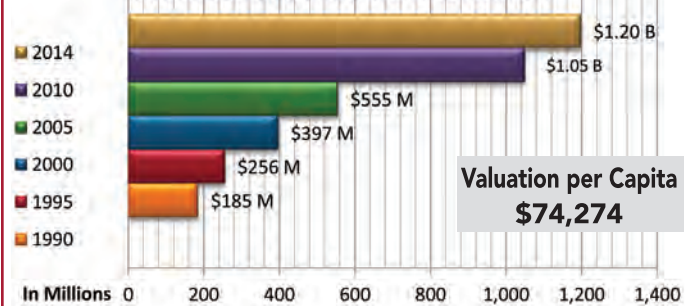
## LOCATION



Omaha metro area in eastern Nebraska



## Assessed Valuation Growth



## HOUSING

**Median value of housing units:** \$143,700  
 Total housing units 6,489  
 Owner-occupied... 54.6%  
 Built after 1980 ..... 79.1%  
 Moved in 2000 to present ..... 71.9%  
 Value, owner-occupied, above \$100,000.... 88.6%

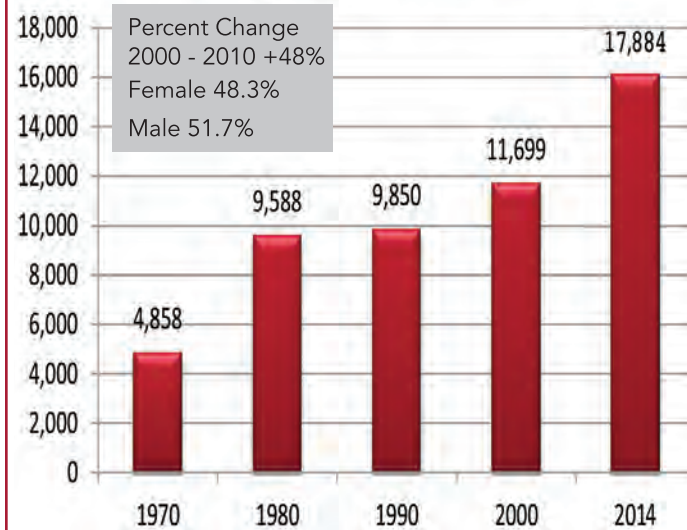
## TAXABLE SALES

**Net Taxable Sales:**  
**2000** ..... \$127,750,771  
**2011** ..... \$186,820,517  
**2012** ..... \$200,843,094

## INCOME

Median household income \$57,697  
 Median family income \$74,787

## Population Growth



## UNIQUE QUALITIES

- One of the newest interchanges on I-80
- One of the fastest growing cities in Nebraska
- 7 of the 15 busiest intersections in Sarpy County
- Location of Metro Community College - Sarpy Center
- Accessibility to all areas of Omaha in minutes
- Over 860,000 potential customers and employees in the Omaha metro area

## COST OF LIVING

**La Vista 91.5; U.S. 100**  
 The cost of living index is below the national average.







## BUSINESS DEVELOPMENT

- Diverse businesses are attracted to La Vista because of the solid infrastructure, convenient location, skilled residents and safe, family-oriented culture.
- Thirteen of the largest employers in Sarpy County, including: PayPal, Oriental Trading Company, Securities America, Streck Labs, Omni Engineering, Rotella's Italian Bakery, Performance Auto Plaza, Embassy Suites.
- The Embassy Suites / Courtyard by Marriott Hotels & La Vista Conference Center — located at I-80 & Giles Road, 6 & 7-story hotels with 500 rooms / conference center with + 45,000 s.f. meeting space & 15,000 s.f. pre-conference area.

## EDUCATION

### Public school system:

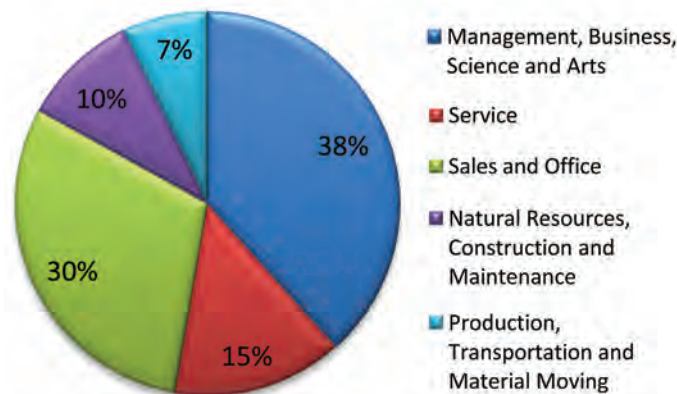
Papillion-La Vista Schools

High school graduates,  
persons age 25+ .. 95.7%

Bachelor's degree  
or higher, persons  
age 25+ ..... 31.4%



## EMPLOYMENT BY OCCUPATION



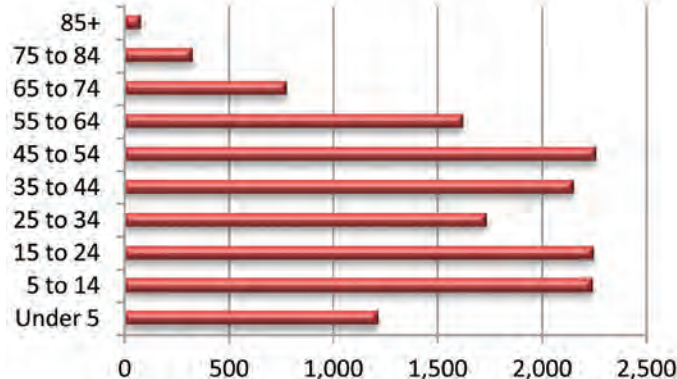
## GOVERNMENT

Mayor: Elected at large  
City Council: 8 members  
elected from 4 wards  
City Administrator:  
Appointed by Mayor

## SOCIAL CHARACTERISTICS

Married-couple families  
46.2%  
Households with people  
under 18 yrs.  
33.2%  
Householder currently  
married  
53.9%  
Population enrolled in  
college or  
graduate school  
32.3%

### Population by Age Based on 2010 Census



For more information on  
La Vista, call 402-331-4343  
or visit [cityoflavista.org](http://cityoflavista.org)

## HEALTH CARE

10 hospitals  
within 12 miles  
5 urgent care facilities  
within 10 miles  
3 physician clinics  
in La Vista





# Budget Message

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October 2014

The Honorable Mayor Douglas Kindig  
Members of the City Council

The City of La Vista Management Team is pleased to present the FY15 municipal budget as approved by the City Council on September 2, 2014. The budget was prepared by using the City's Strategic Plan as the major guiding principle, along with the Mayor and City Council's ongoing efforts to ensure that the City continues to meet the needs of our residents while balancing the budget. The following list identifies the City's strategic initiatives:

1. Pursue revitalization of the 84th Street corridor & other economic development opportunities
2. Provide for planned, fiscally responsible expansion of the City's boundaries
3. Maintain quality of older residential neighborhoods
4. Enhance La Vista's identity and raise awareness of the City's many qualities
5. Improve and expand the City's quality of life amenities for residents and visitors
6. Pursue action that enables the City to be more proactive on legislative issues & other areas of common interest
7. Adopt and implement standards of excellence for the administration of City services
8. Insure efficient, effective investment in technology to enhance service delivery

Although recent economic data indicates that economic conditions are slowly improving, the adopted budget recognizes the uncertain economic environment and provides a disciplined service delivery plan aligned with existing financial realities and citizen expectations.

The adopted budget maintains a stable property tax levy, continues to focus on providing quality services and maintains an acceptable reserve level. Current service levels are generally maintained.

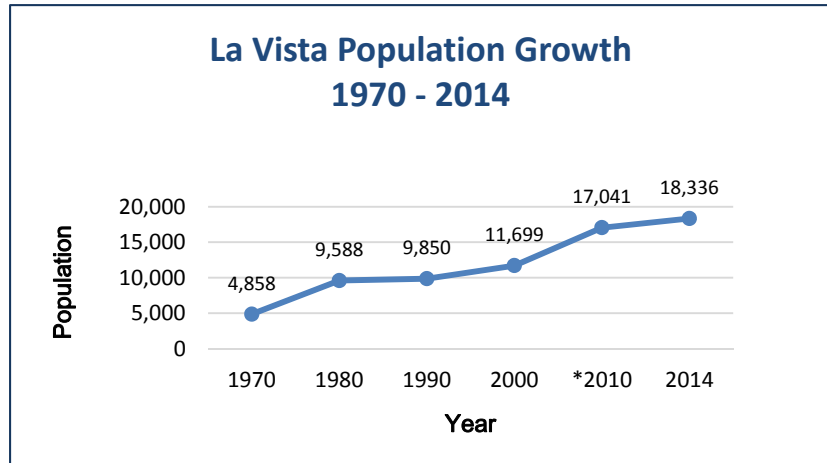
## About La Vista

As can be seen on the following table and chart, since 2000 La Vista has experienced nearly a 54% growth in population with an estimated current population of 18,336 as a result of annexations and new development. During this same period the City platted over 900 residential acres, 280 commercial acres and 800 acres of industrial ground. As a rapidly growing City in the highest growth area of the State, La Vista continues to face the challenges of such rapid growth and the desire to provide high quality and efficient public services.

# Budget Message

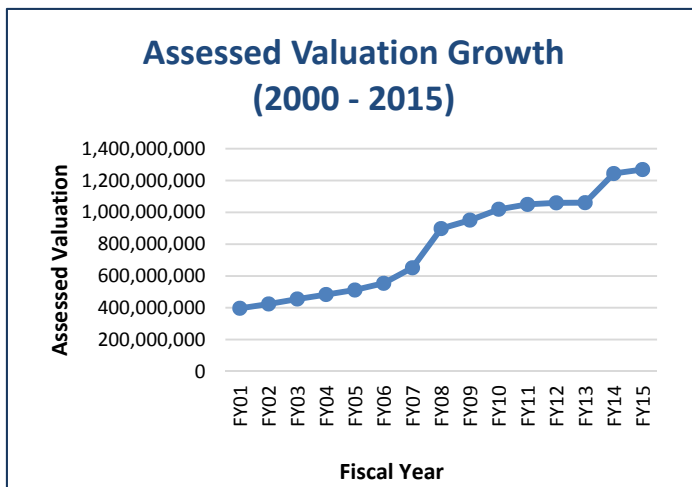
Population Growth		
Year	Population	Growth Rate
1970	4,858	
1980	9,588	97%
1990	9,850	3%
2000	11,699	19%
*2010	17,041	46%
2014	18,336	8%

\* Note: Not official 2010 U.S. Census population. Estimate based on 2010 aerial image & building permit review.



The fluctuations in the economy over the past several years have impacted La Vista's property tax base. While the City's assessed valuation has averaged about a 10% annual growth rate over the past 10 years, the increase in valuation for FY15 is up only 2.02% from \$1,243,966,760 in FY14 to \$1,269,085,286 in FY15 based on information provided by the County Assessor's office.

Much of the City's growth over the past 10+ years has been the result of annexations and the build out of areas within the City. While it is expected that the City's assessed valuation will continue to grow into the foreseeable future, geographical limitations resulting from boundary agreements with other jurisdictions will impact the rate of growth.



Valuation Growth Trend & Projections		
Year	Growth Rate	Assessed Valuation
FY06	8.18%	553,757,119
FY07	17.69%	651,690,883
FY08	37.77%	897,837,113
FY09	5.88%	950,626,037
FY10	7.19%	1,018,941,739
FY11	3.04%	1,049,942,564
FY12	0.89%	1,059,337,658
FY13	0.10%	1,060,374,615
FY14	17.31%	1,243,966,760
FY15	2.02%	1,269,085,286

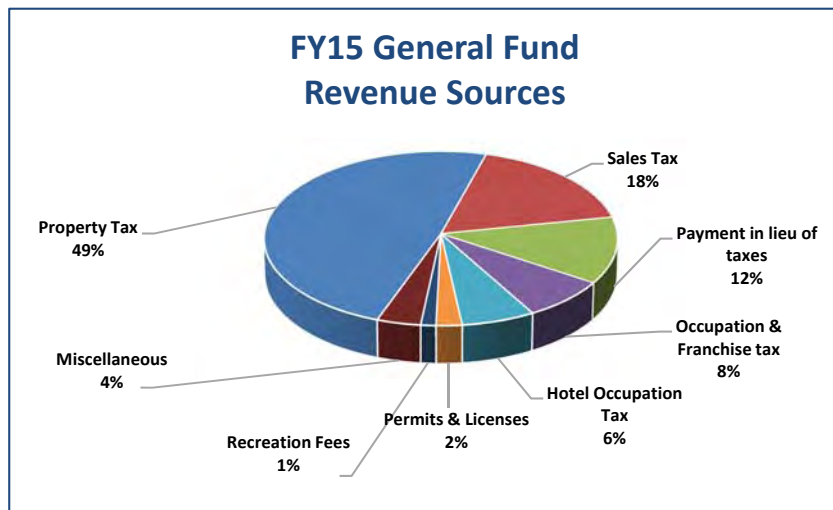
# Budget Message

## General Fund

### Revenues

In FY15, total General Fund revenues are budgeted at \$13,678,308 (*including grants of \$251,565*) compared to the \$11,341,892 in budgeted in FY14. The FY14 year-end estimate anticipates collecting \$13,006,042 which exceeds the budget by \$1,664,150. This can be attributed to receiving considerably more sales and use tax revenue than originally budgeted.

Property tax (*including Real Estate taxes, Back Year taxes, Homestead Exemption & Motor Vehicle taxes*) accounts for 49% of the General Fund revenue. The property tax projected in the General Fund is \$6,673,518 for FY15 based upon \$1,269,085,286 in assessed valuation, which results in a General Fund tax levy of \$.49.



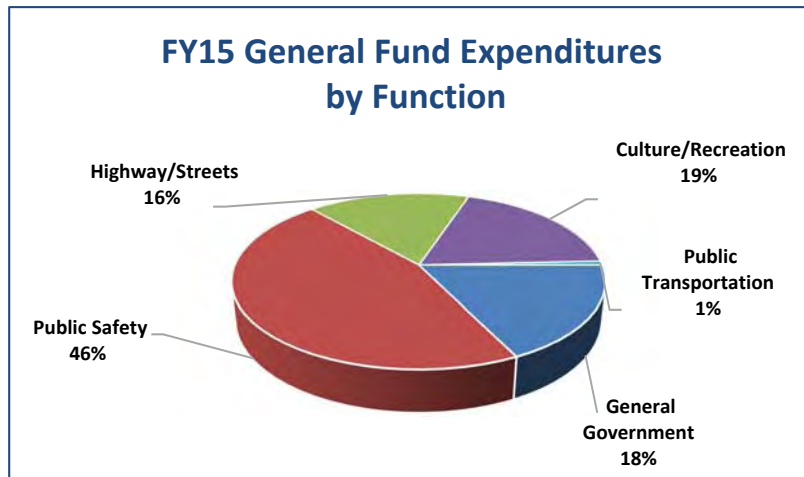
FY15 Source of Funds by Category	
Property Tax	6,673,518
Sales Tax	2,400,000
Payment in lieu of taxes	1,687,621
Occupation & Franchise tax	1,033,000
Hotel Occupation Tax	875,322
Permits & Licenses	306,850
Recreation Fees	179,500
Miscellaneous	522,498
<b>Total Revenue</b>	<b>13,678,308</b>

# Budget Message

## Expenditures

With operating expenditures at \$13,637,352 and capital expenditures of \$428,465, the adopted FY15 General Fund budgeted expenditures is about a 4% increase over FY14. The projected reserve for the General Fund is 38% of budgeted expenditures. Growth in General Fund expenditures has averaged about 8.67% over the past five years. The General Fund budget for Administration, Street Administration and Human Resources is split 75/25 with the Sewer Fund.

As you can see in the following table and chart, Public Safety (Police, Fire, Animal Control and Community Development) requires the most significant expenditures (46%). This is followed by Culture/Recreation at 19% (Parks, Recreation, Library, Sports Complex and Pool); General Government at 18% (Administrative Services, Mayor & Council, Boards & Commissions, Administration, and Human Resources); Highways/Streets (Public Works) at 16% and Public Transportation at 1%.



FY15 Expenditures by Function	
General Government	2,493,707
Public Safety	6,434,371
Highway/Streets	2,343,713
Culture/Recreation	2,689,084
Public Transportation	104,942
Total	14,065,817

# Budget Message

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## PERSONNEL

The City is able to offer quality services to our citizens as a result of our people. Payroll costs in the General Fund cover 109 full-time positions as well as 32.56 full-time equivalent positions (FTEs) and .75 FTE intern positions.

The budget for each department includes a 2.5% base factor increase for the Pay for Performance (PFP) compensation system applicable for all employees not covered by a collective bargaining agreement. Employees covered by the Fraternal Order of Police (FOP) will also receive a 2.5% increase.

Currently, all employees who elect to participate in the City's group health/dental insurance pay a portion of the premium. Specifically, employees who elect single coverage pay 10% of the cost of that premium. Employees who elect any tier of benefit other than single coverage pay 20% of the cost of that premium.

## CONTRACTUAL SERVICES

In addition to the contractual services with outside vendors, the City also has contracts with other governmental entities to provide a number of services including:

- City of Papillion —Fire and Emergency Medical Services (\$1,369,245)
- Sarpy County —Information Technology (IT) Support Services, 911, Geographic Information System services (GIS), and Animal Control (\$214,644)
- Metro Community College — facility & ground maintenance at the Library (\$154,775)

## CAPITAL

Funding requests totaling \$1.3M were submitted for consideration and \$428,465 was budgeted for approved requests. This is consistent with the prior year FY14 budget of \$410,468.

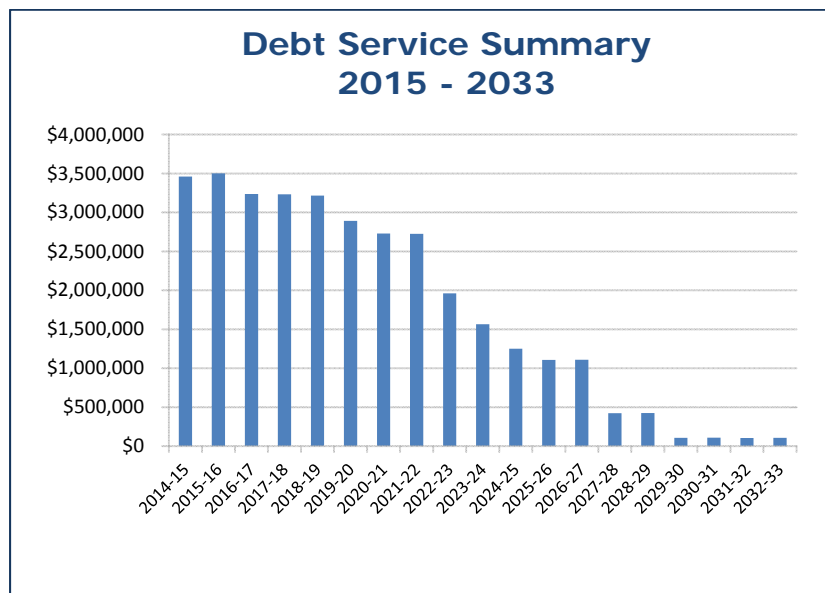


## Sewer Fund

An update to the Sewer User Rate Study was accepted by the City Council in August 2014 and the approved budget for FY15 incorporates a 10% increase for all classes of sewer customers. The fees paid to the City of Omaha to treat sewage for the City of La Vista represent 56.5% of the City's anticipated sewer expenses in FY15. The Sewer Administration budget reflects 25% of the expenses of the General Fund Administration, Streets Administration and Human Resource budgets. A Capital request of \$60,000 was approved for an easement machine. An additional \$50,000 was also added to the Sewer Replacement Reserve bringing the total to \$350,000.

## Debt Service Fund

The Debt Service Fund budget includes revenue from one-half of one percent local option sales tax (\$1,200,000) and a six-cent property tax levy (\$761,451). The Debt Service Summary chart below shows that the City's annual debt payments will reach a peak in FY16 and gradually decline. Strategies will continue to be pursued to ensure the sustainability of the fund and to accommodate future projects. The City has an A1 bond rating by Moody's Investors Service.



## Capital Improvement Fund

Projects approved for FY15 total \$4,185,089 with funding from a variety of sources. A majority of the projects were carried over from FY14. New projects include Business Continuity, short term improvements to 66<sup>th</sup> Street, 84<sup>th</sup> Street Adaptive Signals, a new traffic signal at 96<sup>th</sup> & Robin Plaza and design work for a new sidewalk on Harrison Street from 108<sup>th</sup> to 110<sup>th</sup> Street. The approved budget also includes a \$900,000 bond issue for several facility improvements.

# Budget Message

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## Lottery Fund

The Lottery budget anticipates \$900,000 in annual Keno revenues. The budgeted expenditures include transfers to the Debt Service Fund for the FY15 principal and interest on the Police Facility Refunding bond issue. Transfers will also be made to the General Fund, Golf Course and to the Capital Improvement Fund.

## Golf Fund

Golf revenues for FY15 are estimated to be \$223,250 which is consistent with the FY14 budget. The projected lottery transfer will decrease from \$250,000 to \$125,000 as a result of the Golf Course debt being paid off in December 2013 (FY14).

## Economic Development Program (EDP Fund)

Under the City's Local Option Economic Development Program, a \$600,000 sales tax transfer from the General Fund is required to make the debt service payment on the \$3 million grant and \$18 million loan made to John Q. Hammons (JQH) to facilitate the construction of the Embassy Suites Hotel and Conference Center and the Marriott Courtyard. Since its inception, including the budgeted transfer for FY15, the City will have transferred \$2,880,000 of sales tax revenue into the Economic Development fund.

## Off-Street Parking District (OSP Fund)

The Off-Street Parking District is funded through a sales tax transfer from the General Fund. The requested transfer for FY15 is \$615,000. This will provide funding for debt service in the amount of \$578,560 and \$40,467 for routine maintenance.

## Redevelopment Fund

In May 2014 the La Vista voters elected to impose an additional ½ cent local option sales tax to fund public infrastructure projects related to redevelopment of 84<sup>th</sup> Street. The additional ½ cent will go into effect on October 1, 2014. Anticipated revenue for FY15 is estimated at \$1.2M.

## Summary of Revenue & Expenditures by Fund

	<b>FY12 Actual</b>	<b>FY13 Actual</b>	<b>FY14 Budget</b>	<b>FY15 Adopted</b>
<b>Revenues by Fund</b>				
General	13,506,605	15,162,534	11,341,892	<b>13,678,308</b>
Sewer	2,408,838	2,675,322	2,944,060	<b>3,198,238</b>
Debt Service	11,183,264	3,501,930	1,396,785	<b>2,823,989</b>
Capital	1,160,298	1,010,650	1,253,135	<b>1,925,000</b>
Lottery	1,353,935	1,297,197	1,269,215	<b>2,146,700</b>
Golf	258,181	235,372	222,825	<b>223,250</b>
Economic Development Program	1,187,583	1,186,573	1,186,573	<b>1,186,573</b>
Off-Street Parking	54	49	-	-
Redevelopment	-	-	-	<b>1,200,000</b>
<b>Total Revenues</b>	<b>31,058,759</b>	<b>25,069,628</b>	<b>19,614,486</b>	<b>26,382,059</b>

<b>Expenditures by Fund</b>				
General	11,431,330	11,334,633	13,562,764	<b>14,065,817</b>
Sewer	2,361,321	2,482,037	2,937,704	<b>3,268,879</b>
Debt Service	12,366,375	3,661,353	3,645,648	<b>3,915,202</b>
Capital	1,916,882	1,315,641	2,528,628	<b>4,185,089</b>
Lottery	455,302	577,055	497,019	<b>522,179</b>
Golf	498,064	463,841	505,708	<b>334,128</b>
Economic Development Program	1,998,172	1,999,662	1,998,396	<b>1,998,854</b>
Off-Street Parking	550,851	614,845	615,360	<b>619,027</b>
Redevelopment	-	-	-	<b>200,000</b>
<b>Total Expenditures</b>	<b>31,578,298</b>	<b>22,449,067</b>	<b>26,291,227</b>	<b>29,109,175</b>

<b>Transfers In by Fund</b>				
General	66,620	82,370	116,455	<b>59,600</b>
Debt Service	659,430	701,934	626,331	<b>288,013</b>
Capital	756,584	304,991	1,275,493	<b>2,260,089</b>
Golf	250,000	250,000	250,000	<b>125,000</b>
Economic Development Program	600,000	600,000	600,000	<b>600,000</b>
Off-Street Parking	550,000	605,000	605,000	<b>615,000</b>
<b>Total Transfers In</b>	<b>2,882,634</b>	<b>2,544,295</b>	<b>3,473,279</b>	<b>3,947,702</b>

<b>Transfers Out by Fund</b>				
General	1,252,167	1,255,000	1,105,000	<b>1,365,000</b>
Sewer	-	-	36,000	<b>28,000</b>
Debt Service	530,752	165,591	890,400	<b>941,589</b>
Lottery	1,099,715	1,123,704	1,441,879	<b>1,613,113</b>
<b>Total Transfers Out</b>	<b>2,882,634</b>	<b>2,544,295</b>	<b>3,473,279</b>	<b>3,947,702</b>

# Budget Message

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## Summary

The City of La Vista will continue to face issues that present both challenges and opportunities over the next several years. Similar to past fiscal years the budget is designed to meet existing and emerging needs of the City through implementation of the Strategic Plan, while largely maintaining current service levels.

The FY15 budget recognizes the economic environment and difficult budget choices that the City has made over the last several years, as well as the significant issues that relate to the predictability of sales tax. It is fiscally conservative and does not fund all desired City services or projects. The uncertain economic environment has reinforced the need to ensure that the City's resources are allocated most effectively. We must continue to think more broadly and creatively about how to maintain high levels of service which means looking beyond simply waste reduction. We must pursue larger and more difficult opportunities to achieve meaningful savings. A great example of this is merging Fire & EMS services with the City of Papillion in order to maintain a high level of service, ensure efficient use of resources and ultimately result in long term cost savings.

The City of La Vista will continue to face the challenges resulting from fast growth, high demand for services and infrastructure, and pressure for additional staff. Disciplined, sustainable growth does not occur without vision and strategic leadership. Good decisions result when policy leaders keep their focus on the long term and avoid hasty reactions to immediate crises. The Mayor & City Council of La Vista have become well known for long range planning and implementation. Continuous process improvements, finding new ways of doing things and making tough decisions is fundamental to ensuring the City's ongoing success.

I want to thank the Leadership Team for all of their efforts to prepare the FY15 municipal budget. They are a great group who are thoughtful and work diligently to anticipate the needs of the public and find creative ways to provide quality services.

Respectfully submitted,



Brenda S. Gunn  
City Administrator

# Budget Process

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Adopting the municipal budget is the single most important policy issue that the City Council will make in support of the citizens of La Vista. This document is much more than an allocation of revenues and expenditures. It is a plan of work, an allocation of human resources and a contract with the La Vista community. Since it is human nature to desire more services and projects than can be accomplished with limited available resources, the budget also reflects trade-offs and compromises necessary to fulfill the City's responsibility within our existing revenues and to protect the sustainability of the long-term fiscal health of the community. The Strategic Plan is the guiding force behind the budget.

The following is the schedule for the FY 15 budget process

CIP Project Detail Sheets Distributed	Friday, January 31 <sup>st</sup>
CIP Project Detail Sheets due to Assistant City Administrator.	Friday, February 28 <sup>th</sup>
Department Workshop - Budget	Week of April 7 <sup>th</sup>
FY 15 Budget Packets Distributed	Wednesday, April 7 <sup>th</sup>
FY 15 Budget Worksheets due from Departments to Finance	Week of May 5 <sup>th</sup>
FY 15 Department Budget Meetings	Week of June 9 <sup>th</sup>
FY 15 Budget Meeting with the Mayor	Week of June 23 <sup>th</sup>
FY 15 Budget Proposed to City Council	Friday, July 11 <sup>th</sup>
Budget Workshop	Monday, July 21 <sup>st</sup>
Budget Workshop	Tuesday, July 22 <sup>nd</sup>
Budget Public Hearing & 1 <sup>st</sup> Reading of Ordinance	Tuesday, August 5 <sup>th</sup>
Budget - 2 <sup>nd</sup> Reading of Ordinance	Tuesday, August 19 <sup>th</sup>
Budget - Final Reading of Ordinance	Tuesday, September 2 <sup>nd</sup>



# Staffing Summary

	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
<b>General Fund</b>												
<b>Administrative Services</b>												
Director												1.00
Finance	2.00	2.00	2.00	2.00	2.00	2.50	2.50	2.50	2.50	2.50	2.50	2.50
City Clerk	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.00
Human Resources	0.50	1.00	1.00	1.00	1.00	1.00	1.00	1.50	1.50	1.50	1.50	2.50
<b>Administration</b>												
City Administrator's Office	2.00	2.00	3.00	3.00	3.00	3.00	4.00	4.00	4.00	4.88	4.88	4.88
Intern (Unpaid)		1.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
<b>Public Buildings &amp; Grounds</b>												
Building & Grounds	2.50	2.50	2.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	
<b>Community Development</b>												
Director's Office	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Planning	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspection	2.50	2.50	2.75	2.75	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50
Code Enforcement	1.00	1.00	1.00	1.00	1.00	1.00	1.00					
Intern (Paid)		1.00	0.50	0.50	0.50	0.50	0.50	0.00	0.50	0.50	0.50	0.50
<b>Public Safety</b>												
Police (Sworn)	24.00	24.00	29.00	31.00	31.00	33.00	33.00	34.00	34.00	34.00	34.00	34.00
Police (Civilian)	4.50	4.50	4.50	4.50	4.50	4.50	4.50	5.50	5.50	5.50	5.50	5.50
Fire Chief's Office	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00
Intern (Unpaid)			0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50		
Volunteers	60.00	70.00	90.00	47.00	57.00	70.00	75.00	75.00	75.00	75.00		
<b>Public Works</b>												
Building Maintenance												2.50
Streets Administration										4.24	4.62	4.70
Streets Operating	13.00	13.00	14.00	15.50	16.50	17.50	19.00	19.24	19.24	15.62	15.62	15.62
Streets PT and Seasonal	1.50	1.50	1.26	1.80	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88
Parks	9.00	9.00	9.00	10.00	11.00	11.00	8.00	8.00	8.00	8.00	7.00	8.00
Parks Seasonal	3.00	3.00	1.26	2.52	3.36	3.36	3.36	3.36	3.36	3.36	3.36	3.98
Sports Complex							3.00	3.00	3.00	3.00	4.00	4.00
Sports Complex Seasonal	0.75	0.75	1.00	0.84	0.84	1.26	0.84	0.84	0.84	0.84	0.84	0.84
<b>Library</b>												
Library Director's Office	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Circulation Clerks	3.75	3.75	4.80	4.80	4.80	5.20	5.80	5.90	5.90	5.90	5.90	6.00
Library Seasonal							0.50	0.25	0.25	0.25	0.25	0.25
<b>Recreation</b>												
Recreation Director's Office	4.00	4.00	4.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Recreation Assistants	2.75	2.75	3.25	3.25	3.25	3.25	4.00	4.00	4.00	3.30	3.30	3.30
Senior Bus					1.30	1.30	1.30	1.30	1.30	1.30	1.75	1.83
Swimming Pool (Seasonal)	3.50	3.50	3.75	3.99	3.99	3.99	3.99	3.99	3.99	3.99	3.99	3.99
<b>General Fund Total</b>	<b>92.25</b>	<b>93.75</b>	<b>100.57</b>	<b>109.95</b>	<b>114.92</b>	<b>119.24</b>	<b>123.17</b>	<b>124.26</b>	<b>124.76</b>	<b>125.56</b>	<b>126.39</b>	<b>127.27</b>
<b>Sewer Fund</b>												
<b>Sewer</b>												
Sewer Division	4.00	4.00	5.00	5.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Sewer Division Seasonal & PT	1.00	1.00	1.10	1.04	1.66	2.08	2.08	2.08	2.08	2.08	2.08	2.08
<b>Sewer Fund Total</b>	<b>5.00</b>	<b>5.00</b>	<b>6.10</b>	<b>6.04</b>	<b>7.66</b>	<b>8.08</b>	<b>8.08</b>	<b>8.08</b>	<b>8.08</b>	<b>8.08</b>	<b>8.08</b>	<b>8.08</b>
<b>Golf Fund</b>												
Golf Maintenance	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.12	1.12	1.12
Golf Maintenance (Seasonal)	1.00	1.00	0.85	1.26	1.26	1.26	1.26	1.26	1.26	1.92	1.92	1.92
Golf Clubhouse	1.00	1.00	1.50	1.50	1.50	1.34	1.34	1.34	1.00	1.00	1.00	1.00
Golf Clubhouse (Seasonal)	2.00	2.50	2.00	2.00	2.12	1.12	2.17	2.17	2.70	2.17	2.17	2.17
<b>Golf Fund Total</b>	<b>6.00</b>	<b>6.50</b>	<b>6.35</b>	<b>6.76</b>	<b>6.88</b>	<b>5.72</b>	<b>6.77</b>	<b>6.77</b>	<b>6.96</b>	<b>6.21</b>	<b>6.21</b>	<b>6.21</b>
<b>All Funds Total</b>	<b>103.25</b>	<b>105.25</b>	<b>113.02</b>	<b>122.75</b>	<b>129.46</b>	<b>133.04</b>	<b>138.02</b>	<b>139.11</b>	<b>139.80</b>	<b>139.85</b>	<b>140.68</b>	<b>141.56</b>

Note: Staffing Numbers are shown as Full Time Equivalent (FTE) 24

# General Fund

## Administrative Services

	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time				316,106
Salaries - Part-Time				15,527
Overtime Salaries				750
FICA				25,427
Insurance Charges				21,640
Other Personnel Services				-
Pension				14,298
Pension/ICMA				5,057
<b>Total Personnel Services</b>	-	-	-	398,805
<b>COMMODITIES</b>				
Office Supplies				6,075
Books and Periodicals				397
Food Supplies				23
Wearing Apparel				-
Motor Vehicle Supplies				-
Other - auto supplies				-
<b>Total Commodities</b>	-	-	-	6,495
<b>CONTRACTUAL SERVICES</b>				
Postage				3,214
Telephone				2,723
Professional Services-Other				563
Utilities				10,120
Insurance and Bonds				-
Rentals				-
Car Allowance				1,800
Legal Advertising				375
Printing				161
Dues and Subscriptions				1,384
Travel Expense				5,134
Training Assistance				4,755
Other Contractual Services				2,505
Prof Services-Auditing				37,613
Professional Services-Legal				8,036
<b>Total Contractual Services</b>	-	-	-	78,383

# General Fund

Administrative Services				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Building and Grounds				-
Machine Equip & Tool Maint.				-
Vehicle Maintenance				-
<b>Total Maintenance</b>	-	-	-	-
<b>OTHER CHARGES</b>				
Other Charges				4,650
Refunds				-
County Treasurer Fee				50,000
Financial Lending Bond Fees				-
Fee Expense				-
<b>Total Other Charges</b>	-	-	-	54,650
<b>CAPITAL OUTLAY</b>				
Office Equipment				-
Other Capital Outlay				-
<b>Total Capital Outlay</b>	-	-	-	-
<b>Total Administrative Services</b>	-	-	-	538,333

## **1-10      Administrative Services**

(Note: As part of the reorganization effort implemented June 1, 2014, an administrative services division was created. This division includes Finance, Human Resources, Information Technology (IT), Insurance/Risk Management and the City Clerk's Office. This is the first year for the Administrative Services budget and operating expenses were split between this new division and the existing Administration budget based on our best estimate. Once we have completed a full year of operations there will likely be adjustments to various line items to more accurately reflect actual expenses. Additionally, 25% of the cost of the Administrative Services budget is funded by the Sewer Fund, which is a 5% reduction from the previous year.)

### **Budget Line Item**

#### **101      Full Time Salaries**

Salaries for City Hall administrative services staff are included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102      Part Time Salaries**

A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **103      Overtime**

An increase in funding is requested. This is due to employee involvement in La Vista Daze events and this time is difficult to flex since the additional time falls all within one pay period.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries. The line item has been increased in proportion to the proposed salary increases.

#### **105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107      Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **108      Civilian Pension**

This line item funds the City's portion of employee pension contributions for the Director of Administrative Services.

# General Fund

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## **1-10      Administrative Services**

### **201      Office Supplies**

This line item funds the administrative services share of the postage meter lease and supplies, the monthly base and overage charges for the copy machines, cartridges and toners for the printers, and other miscellaneous office supplies. There is a decrease in this item due to the split with the Administration budget.

### **202      Books/Periodicals**

This line item funds the purchase of books and periodicals. No additional funding is being requested.

### **203      Food Supplies**

No additional funding is being requested.

### **204      Wearing Apparel**

No funding requested in this line item.

### **301      Postage**

An increase in funding is requested due to increased costs associated with mailings.

### **302      Telephone**

No additional funding is being requested.

### **303      Professional Services – Other**

This line item funds new employee physicals for administrative services personnel. Funding requested at same level as last year.

### **304      Utilities**

This line item funds a portion of utility costs for the City Hall facility. An increase of \$275 is requested based on actual expenses and a projected 3% increase in utility costs.

### **307      Car Allowance**

This line item funds car allowances for the Director of Administrative Services and City Clerk.

### **308      Legal Ads**

Funding requested at same level as last year.

### **309      Printing**

This line item funds part of City Hall's portion of printing the CityWise newsletter as well as other miscellaneous printing costs. Funding requested at same level as last year.

### **310      Dues/Subscriptions**

Administrative services professional memberships and subscriptions are included in this line item. An increase in funding of \$689 is being requested to include memberships for the Director of Administrative Services.



## **1-10      Administrative Services**

### **311      Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. An increase in total funding requested due to changes in travel requests. Funding is included for most administrative services department heads to attend their respective national conferences, and one employee to attend the League of Nebraska Municipalities Midwinter Conference. Several other in-state conferences and various MAPA, SCEDC, etc. events are funding in this line item.

### **313      Training**

An increase in total funding requested in this line item due to changes in travel requests. Funding is included for most administrative services department heads to attend their respective national conferences, and one employee to attend the League of Nebraska Municipalities Midwinter Conference. Several other in-state conferences and various MAPA, SCEDC, etc. events are funding in this line item.

### **314      Other Contractual Services**

This line item includes funding for special projects and/or grant writing work, telephone maintenance, and the yearly fee for American Legal to provide statute updates for the code book. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **320      Professional Services – Audit**

Funding for the City's annual financial audit is included in this line item. Amount requested is based on the City's auditing contract.

### **321      Professional Services – Legal**

Funding requested at same level as last year.

### **505      Other Charges**

In addition to other miscellaneous administrative services expenses a one-time expense of \$1,000 is requested to purchase replacement office chairs.

### **510      County Treasurer Fees**

These fees are charged as a percentage of the tax collections made by the Sarpy County Treasurer.

## General Fund

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# General Fund

Mayor & City Council				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries	45,359	45,027	45,360	45,360
FICA	3,607	3,582	3,470	3,470
Pension				
<b>Total Personnel Services</b>	<b>48,967</b>	<b>48,609</b>	<b>48,830</b>	<b>48,830</b>
<b>COMMODITIES</b>				
Office Supplies	498	893	1,000	1,000
Food Supplies	-	-	250	250
Wearing Apparel	-	-	-	-
Motor Vehicle Supplies	-	-	-	-
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>498</b>	<b>893</b>	<b>1,250</b>	<b>1,250</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	392	633	650	650
Tele/Cell/Pager	1,152	480	-	1,080
Professional Services-Other	-	100	-	-
Insurance and Bonds	-	-	-	-
Car Allowance	1,800	1,800	1,800	1,800
Legal Advertising	4,465	3,774	5,500	5,500
Printing	2,087	2,399	2,225	2,348
Dues and Subscriptions	32,631	35,426	35,717	37,717
Travel Expense	3,626	4,826	10,791	8,686
Training	750	5,264	12,674	12,778
Other Contractual Services	23,559	4,623	28,000	24,000
Professional Services-Auditing	-	-	-	-
Professional Services-Legal	19,590	11,199	26,000	26,000
<b>Total Contractual Services</b>	<b>90,052</b>	<b>70,524</b>	<b>123,357</b>	<b>120,559</b>
<b>OTHER CHARGES</b>				
Other	5,448	6,000	9,300	9,083
<b>Total Other Charges</b>	<b>5,448</b>	<b>6,000</b>	<b>9,300</b>	<b>9,083</b>
<b>CAPITAL OUTLAY</b>				
<b>Total Capital Outlay</b>				
<b>Total Mayor &amp; Council</b>	<b>144,965</b>	<b>126,025</b>	<b>182,737</b>	<b>179,722</b>

# General Fund

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## 1-11 Mayor & City Council

### Budget

#### Line Item

#### 102 Part Time Salaries

Salaries for the Mayor and City Council are included in this line item. No increase from previous year.

#### 104 FICA

This is a mandatory withholding match that is a fixed percentage of salaries. No increase from previous year.

#### 201 Office Supplies

Funding requested at the same level as last year.

#### 203 Food Supplies

Funding requested at the same level as last year for food supplies.

#### 204 Wearing Apparel

No funding requested in this line item.

#### 301 Postage

Funding requested at the same level as last year for postage.

#### 302 Telephone

No funding requested in this line item as the Mayor has elected not to receive a phone allowance.

#### 303 Professional Services – Other

No funding requested in this line item.

#### 307 Car Allowance

This line item funds the car allowance for the Mayor. No change requested.

#### 308 Legal Ads

This line item funds notices for City Council meetings and the publication of minutes and ordinances are funded in this line item. No change is requested from the previous year.

#### 309 Printing

This line item funds a portion of the printing of the City Wise newsletter. An increase is requested from the previous year due to the increase cost of printing.

#### 310 Dues/Subscriptions

Funding for the City's membership in the National League of Cities, the League of Nebraska Municipalities and the Sarpy County Chamber is included in this line item, as well as one ICSC membership. An increase of \$2,000 is included due to the annual increase in dues for The League of Nebraska Municipalities.

## **1-11 Mayor & City Council**

### **311 Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Proposed funding includes sending two elected officials to the National League of Cities Congress in Austin, TX., the Mayor to NLC Leadership Training in Austin, TX and to the International Council of Shopping Centers Convention in Las Vegas, two elected officials to the League of Nebraska Municipalities Mid-Winter Conference, two elected officials to the League of Nebraska Municipalities Annual Conference which is being held in Lincoln and for all elected officials to attend further in-house training and various dinners such as MAPA, SCEDC, etc. Also included is funding for team building activities associated with the annual Strategic Planning session.

### **313 Training**

This line item includes all training courses and seminar costs associated with two elected officials attending the National League of Cities Congress Austin, TX, the Mayor attending NLC Leadership Training in Austin, TX and the International Council of Shopping Centers Convention in Las Vegas, two elected officials attending the League of Nebraska Municipalities Mid-Winter Conference, two elected officials to attend the League of Nebraska Municipalities Annual Conference which is being held in Lincoln, the annual Strategic Planning session, and in-house training for all elected officials.

### **314 Other Contractual Services**

This line item includes funding for telephone and computer maintenance as well as lobbyist services, consulting needs associated with legislative initiatives, and the City Administrator's Performance Evaluation. An increase in this line item is shown to allocate \$5000.00 to the MAPA Heartland 2050 implementation.

### **321 Professional Services – Legal**

No change is requested from the previous year.

### **505 Other Charges**

This line item funds election expenses and other miscellaneous expenses for receptions, meetings, special publication ads, strategic planning initiatives, and senior events. Funding is decreased from the previous year.

## General Fund

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# General Fund

Advisory Boards & Commissions				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>COMMODITIES</b>				
Office Supplies	69	67	100	100
Books and Periodicals				
Food Supplies				
Motor Veh Supplies – Fuel				
Maint. Tool Supply				
Janitor Supplies				
Chemical Supplies				
Other Commodities				
<b>Total Commodities</b>	69	67	100	100
<b>CONTRACTUAL SERVICES</b>				
Postage	368	515	600	639
Professional Services-Other				
Legal Advertising	743	727	1,000	1,000
Printing	2,087	2,249	2,225	2,348
Travel Expense	-	357	3,085	3,085
Training Assistance	-	-	810	810
Other Contractual Services	2,942	2,513	6,500	-
Prof Services-Auditing	-	-	-	-
Professional Services-Legal	-	35	500	500
<b>Total Contractual Services</b>	6,141	6,397	14,720	8,382
<b>OTHER CHARGES</b>				
Other	209	236	400	400
<b>Total Other Charges</b>	209	236	400	400
<b>CAPITAL OUTLAY</b>				
Office Equipment				
<b>Total Capital Outlay</b>	-	-	-	-
<b>Total Boards &amp; Commissions</b>	6,418	6,700	15,220	8,882

# General Fund

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## 1-12      **Boards & Commissions**

### **Budget Line Item**

#### **201      Office Supplies**

Funding requested at the same level as last year for office supplies.

#### **301      Postage**

Funding requested for postage is an increase due to increase cost of postage.

#### **308      Legal Ads**

Notices for Board and Commission meetings are funded in this line item. Funding requested at the same level as last year for postage.

#### **309      Printing**

Funding requested for printing is an increase due increase costs of printing.

#### **311      Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding is included in this line item for Board and Commission members to attend local meetings and/or training opportunities. Funding requested at the same level as last year.

#### **313      Training**

Funding is included in this line item for Board and Commission members to attend local meetings and/or training opportunities. Funding requested at the same level as last year for training.

#### **314      Other Contractual Services**

This line item includes funding for telephone maintenance. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

#### **321      Professional Services – Legal**

Funding requested at the same level as last year.

#### **505      Other Charges**

Funding requested at the same level as last year.



# General Fund

## Building Maintenance

	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	151,594	153,393	159,120	129,519
Salaries - Part-Time	9,873	9,690	10,378	10,633
Overtime Salaries	885	777	2,391	1,410
FICA	12,162	12,263	13,150	10,830
Insurance Charges	17,267	18,337	19,300	11,249
Other Personnel Services	-	-	-	-
Pension	9,149	9,250	9,691	7,856
Self Insurance Expense	-	-	-	-
<b>Total Personnel Services</b>	<b>200,929</b>	<b>203,711</b>	<b>214,030</b>	<b>171,497</b>
<b>COMMODITIES</b>				
Office Supplies	222	110	240	370
Books and Periodicals	-	-	70	-
Food Supplies	18	-	-	-
Wearing Apparel	520	402	500	500
Motor Veh Supplies – Fuel	2,246	2,566	3,000	3,000
Maint. Tool Supply	674	1,054	700	700
Janitor Supplies	3,497	3,998	5,500	5,500
Chemical Supplies	2,026	1,827	3,000	1,000
Botanical Supplies	995	937	1,000	-
Other Commodities	3,139	2,497	8,500	8,500
<b>Total Commodities</b>	<b>13,336</b>	<b>13,390</b>	<b>22,510</b>	<b>19,570</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	369	517	600	639
Telephone	1,638	1,172	1,440	1,440
Professional Services-Other	-	-	-	-
Utilities	-	-	22,250	22,917
Rentals	-	-	150	150
Legal Advertising	-	-	-	-
Printing	2,087	2,249	2,500	2,650
Dues and Subscriptions	655	285	1,250	1,250
Travel Expense	-	-	100	2,550
Training Assistance	298	842	1,300	2,550
Other Contractual	231,521	226,114	258,584	244,155
Prof Services-Auditing	-	-	-	-
Professional Services-Legal	-	-	-	-
<b>Total Contractual</b>	<b>236,567</b>	<b>231,179</b>	<b>288,174</b>	<b>278,301</b>

# General Fund

Building Maintenance				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Bldg. and Grounds	26,963	46,358	47,430	32,000
Machine Equip & Tool Maint.	684	100	600	600
Vehicle Maintenance	519	1,153	1,500	1,500
Radio R & M/Contracts	366	15	400	400
Other Repair & Maint.	3,213	469	1,000	1,000
<b>Total Maintenance</b>	<b>31,745</b>	<b>48,095</b>	<b>50,930</b>	<b>35,500</b>
<b>OTHER CHARGES</b>				
Other	12,722	251	10,500	10,500
<b>Total Other Charges</b>	<b>12,722</b>	<b>251</b>	<b>10,500</b>	<b>10,500</b>
<b>CAPITAL OUTLAY</b>				
Buildings				
Office Equipment				
Machinery & Tools				
Motor Vehicles		20,999		
Radio Systems				
Other Capital	-	-	6,000	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>20,999</b>	<b>6,000</b>	<b>-</b>
<b>Total Building Maintenance</b>	<b>495,299</b>	<b>517,625</b>	<b>592,144</b>	<b>515,368</b>

## **1-13      Building Maintenance**

### **Budget**

### **Line Item**

#### **101      Full Time Salaries**

Salaries for two full time Buildings Division employees are included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance. A decrease is shown to reflect the transfer of one full time employee to the Parks Division.

#### **102      Part Time Salaries**

This line item funds the part-time custodian position that services the portions of the Community Center and the Golf Course Clubhouse not covered by the contractual janitorial service. The position also assists with minor maintenance and snow removal. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **103      Overtime**

This line item funds overtime hours. A slight increase to compensate for the proposed salary increase is requested.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107      Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **201      Office Supplies**

This line item funds basic office supplies such as copy paper, pens, pads, toner, ink, etc. for the Buildings Division. An increase is shown to reflect copier leases and the combining of line item 202 into this line item.

#### **202      Books and Periodicals**

Funding for this line item has been combined with line item 201 to better reflect expenditures.

#### **204      Wearing Apparel**

This line item provides for uniforms for the Division. Funding requested at the same level as last year.

# General Fund

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## **1-13      Building Maintenance**

### **205      Motor Vehicle Supplies**

This line item funds gasoline, oil, lubricants, and parts for the Buildings Division's equipment. Funding requested at same level as last year.

### **206      Lab & Maintenance Supplies**

This line funds hand tools and small power tools. Funding requested at same level as last year.

### **207      Janitorial Supplies**

This line item funds janitorial supplies such as paper towels, hand soap, toilet paper, etc. for the City Hall/Community Center, Police Facility, and Building Maintenance shop. Funding requested at same level as last year.

### **208      Chemical Supplies**

This line item funds chemical supplies to remove ice from sidewalks and treat the water serving the heating and cooling systems. The decrease in this line item was transferred to the Parks Division as they will take over the grounds maintenance.

### **210      Botanical**

The funds from this line item were transferred to the Park Division as they will take over the grounds maintenance.

### **211      Other Commodities**

This line item includes items that do not fall into another category such as flags, entry mats, etc. Funding requested the same as last year.

### **301      Postage**

This line item funds postage costs including a portion of the mailing for the City Wise newsletter. A small increase requested for price adjustment.

### **302      Telephone**

This line item funds a cellular telephone for the Building Superintendent, which is needed for daily contact as well as emergency night and weekend calls. It also includes reimbursement for the Building Technician's use of his personal phone for City business. Funding requested at same level as last year.

### **304      Utilities**

This line item funds the utilities for the building that houses the Building Maintenance Division and Fire Station #4. Funding requested in a 3% increase due to rising utility costs.

### **306      Rentals**

This line item funds the rental of equipment that is not used often enough to warrant purchasing. Funding requested at same level as last year.

## **1-13 Building Maintenance**

### **309 Printing**

This line item funds printing costs including a portion of the printing of the City Wise newsletter. A slight increase requested due to rising costs.

### **310 Dues and Subscriptions**

This line item funds dues to professional organizations and subscriptions costs. Funding requested at same level as last year.

### **311 Travel Expense**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. An increase is being requested to allow for two members of the Buildings Division to attend the national BOMA Building Conference.

### **313 Training Assistance**

This line item funds all training courses and seminar costs. An increase is requested to allow for two members of the Buildings Division to attend the national BOMA Building Conference.

### **314 Other Contractual Services**

This line item funds on-going maintenance agreements including, but not limited to the following: required testing and inspections of various building systems, alarm services, janitorial services, trash removal and recycling, as well as the City's portion of maintenance services for the Library/Metro Sarpy Center. While the costs associated with the Library/Metro Sarpy Center have increased, this item shows a decrease overall. Additionally, computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **401 Buildings & Grounds Maintenance**

This line item funds routine maintenance supplies and labor for repair and upkeep of all city-owned buildings as well as the city-owned interior finishes, furnishing and equipment in the Library. A decrease is shown due to a one-time project that was completed this year.

### **409 Machine Tool & Equipment Maintenance**

This line item funds the repair and maintenance of tools and equipment including snow equipment. Funding requested at same level as last year.

### **410 Motor Vehicle Maintenance**

This line item funds repair and maintenance of Building Division equipment. Funding requested at same level as last year.

### **411 Radio Maintenance**

This line item funds radio repairs and purchase of batteries and accessories for four 800 MHz radios. Funding requested at same level as last year.

# General Fund

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## **1-13      Building Maintenance**

### **412      Other Maintenance**

This line item is used for items that do not fit into another category including the repair of US, State and City flags. Funding requested at same level as last year.

### **505      Other Charges**

This line item provides for unexpected costly repairs. Funding requested at same level as last year.

# General Fund

Administration				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	393,240	438,995	460,179	287,336
Salaries - Part-Time	11,085	12,382	16,590	-
Overtime Salaries	118	1,278	1,000	1,072
FICA	29,184	32,665	36,550	22,039
Insurance Charges	44,882	52,694	53,897	33,041
Other Personnel Services	-	-	-	-
Pension	18,166	20,835	21,368	10,615
Pension/ICMA	5,439	5,590	5,979	6,375
<b>Total Personnel Services</b>	<b>502,114</b>	<b>564,439</b>	<b>595,563</b>	<b>360,478</b>
<b>COMMODITIES</b>				
Office Supplies	8,704	9,996	8,404	2,700
Books and Periodicals	341	299	1,000	536
Food Supplies	-	37	250	215
Wearing Apparel	59	-	-	-
Motor Vehicle Supplies	-	-	-	-
Other - auto supplies	-	-	-	-
<b>Total Commodities</b>	<b>9,104</b>	<b>10,332</b>	<b>9,654</b>	<b>3,451</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	1,175	2,628	3,000	1,609
Telephone	3,253	3,265	4,235	1,195
Professional Services-Other	88	4,478	1,050	563
Utilities	16,735	17,186	18,340	10,120
Insurance and Bonds	-	-	-	-
Rentals	-	-	-	-
Car Allowance	3,780	4,228	3,612	3,690
Legal Advertising	685	752	700	750
Printing	1,804	1,831	3,000	3,054
Dues and Subscriptions	3,406	3,769	4,020	3,302
Travel Expense	14,490	19,733	23,903	15,199
Training Assistance	5,809	7,300	16,998	6,883
Other Contractual Services	13,688	8,840	33,670	3,084
Prof Services-Auditing	34,090	29,481	37,100	-
Professional Services-Legal	47,141	105,527	75,000	64,286
<b>Total Contractual Services</b>	<b>146,143</b>	<b>209,017</b>	<b>224,628</b>	<b>113,735</b>
<b>MAINTENANCE</b>				
Building and Grounds	-	27	-	-
Machine Equip & Tool Maint.	-	-	-	-
Vehicle Maintenance	-	-	-	-
<b>Total Maintenance</b>	<b>-</b>	<b>27</b>	<b>-</b>	<b>-</b>

# General Fund

Administration				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>OTHER CHARGES</b>				
Other Charges	17,202	26,824	7,805	6,863
Refunds	-	-	-	-
County Treasurer Fee	53,086	52,800	50,000	-
Financial Lending Bond Fees	-	-	-	-
Fee Expense	-	-	-	-
<b>Total Other Charges</b>	<b>70,289</b>	<b>79,625</b>	<b>57,805</b>	<b>6,863</b>
<b>CAPITAL OUTLAY</b>				
Office Equipment	-	-	-	-
Motor Vehicles	-	-	-	-
Radio Systems	-	-	-	-
Other Capital Outlay	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Administration</b>	<b>727,649</b>	<b>863,440</b>	<b>887,650</b>	<b>484,527</b>



## 1-14 Administration

(Note: As part of the reorganization effort implemented June 1, 2014, an administrative services division was created. Consequently, operating expenses related to the functions of Finance, Human Resources, Information Technology (IT), Insurance/Risk Management and the City Clerk's Office were moved to the Administrative Services budget based on our best estimate. Administration now consists of the City Administrator, the Assistant City Administrator/Director of Community Services, the Assistant to the City Administrator, the Community Relations Coordinator, and the Executive Assistant. Once we have completed a full year of operations there will likely be adjustments to various line items to more accurately reflect actual expenses. Additionally, 25% of the cost of the Administration budget is funded by the Sewer Fund, which is a 5% reduction from the previous year.)

### Budget

#### Line Item

#### 101 Full Time Salaries

Salaries for the positions noted above are included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### 102 Part Time Salaries

No funding is requested in this line item.

#### 103 Overtime

Funding in this line item is for occasional overtime needs of the Executive Assistant.

#### 104 FICA

This is a mandatory withholding match that is a fixed percentage of salaries. The line item has been increased in proportion to the proposed salary increases.

#### 105 Insurance

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### 107 Civilian Pension

This line item funds the City's portion of employee pension contributions.

#### 108 Civilian Pension

This line item funds the City's portion of employee pension contributions for the City Administrator.

# General Fund

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## **1-14 Administration**

### **201 Office Supplies**

This line item funds the administrative share of the postage meter lease and supplies, the monthly base and overage charges for the copy machines, cartridges and toners for the printers, and other miscellaneous office supplies.

### **202 Books/Periodicals**

This line item funds the purchase of books and periodicals.

### **203 Food Supplies**

This line item funds the purchase of food supplies.

### **204 Wearing Apparel**

No funding requested in this line item.

### **301 Postage**

This line item includes funding for the administrator portion of the newsletter postage and other postage costs.

### **302 Telephone**

This line item includes funding for telephone services for administration personnel.

### **303 Professional Services – Other**

This line item funds new employee physicals for administration personnel. Funding requested at same level as last year.

### **304 Utilities**

This line item funds all utility costs for the City Hall facility. Utility costs are being split 50/50 with Administrative Services. A 3% increase is requested.

### **307 Car Allowance**

This line item funds car allowances for the City Administrator, Assistant City Administrator/Director of Community Services, Assistant to the City Administrator and Community Relations Coordinator. No increase.

### **308 Legal Ads**

This line item funds any legal advertising for administration. A total of \$700 is being requested.

### **309 Printing**

This line item funds City Hall's portion of printing the CityWise newsletter as well as other miscellaneous printing costs.

### **310 Dues/Subscriptions**

Administrative professional memberships and subscriptions for the City Administrator, Assistant City Administrator/Director of Community Services, Assistant to the City Administrator and Community Relations Coordinator are included in this line item.

## **1-14 Administration**

### **311 Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding is included for most department heads to attend their respective national conferences, the Community Relations Coordinator to participate in a two-year Certified Public Communicator Program in lieu of attending the 3CMA Conference, five employees to attend the International Council of Shopping Centers Annual Spring Convention in Las Vegas, three employees to attend the Alliance for Innovation Transforming Local Government Conference, four employees to attend the National Civic League All America City Awards Presentation Program, and two employees to attend the League of Nebraska Municipalities Annual Conference. Several other in-state conferences and various MAPA, SCEDC, etc. events are also funded in this line item.

### **313 Training**

Funding is included for most department heads to attend their respective national conferences, the Community Relations Coordinator to participate in a two-year Certified Public Communicator Program in lieu of attending the 3CMA Conference, five employees to attend the International Council of Shopping Centers Annual Spring Convention in Las Vegas, three employees to attend the Alliance for Innovation Transforming Local Government Conference, four employees to attend the National Civic League All America City Awards Presentation Program, and two employees to attend the League of Nebraska Municipalities Annual Conference. Additional funding was requested for several in-state conferences and to provide executive development services for the City Administrator, as required by contract.

### **314 Other Contractual Services**

This line item includes funding for special projects and/or grant writing work, copy machine fees, and any other contractual services. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321 Professional Services – Legal**

Funding requested at same level as last year.

### **505 Other Charges**

This line item funds other miscellaneous administrative expenses as well as the annual contribution to SCEDC in the amount of \$3,750 (75%). One-time funding for an additional lateral file for the ACA/DCS is also included in the amount of \$1,200 (75%).

### **510 County Treasurer Fees**

These fees are now included in the Administrative Services budget.

## General Fund

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# General Fund

Police				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	2,411,588	2,489,456	2,662,985	2,633,130
Salaries - Part-Time	18,310	18,544	23,534	24,360
Overtime Salaries	205,350	176,245	228,422	231,520
FICA	191,831	195,955	222,955	220,970
Insurance Charges	440,603	437,947	488,412	445,667
Pension/Civilian	9,781	10,084	10,584	10,688
Pension/Police	149,211	151,760	176,096	174,623
<b>Total Personnel Services</b>	<b>3,426,673</b>	<b>3,479,990</b>	<b>3,812,988</b>	<b>3,740,958</b>
<b>COMMODITIES</b>				
Office Supplies	5,450	4,631	5,000	5,000
Books and Periodicals	268	399	500	500
Food Supplies	123	138	200	200
Wearing Apparel	17,163	14,623	14,500	14,500
Motor Vehicle Supplies	74,946	78,288	85,000	85,000
Lab and Maint Supplies	2,392	566	1,200	1,000
Chemical Supplies	307	27	300	300
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>100,649</b>	<b>98,671</b>	<b>106,700</b>	<b>106,500</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	2,198	2,199	3,000	2,500
Telephone	11,498	11,303	13,544	14,200
Prof Services-Other	1,065	1,405	2,000	2,000
Utilities	52,608	48,110	48,950	56,500
Insurance and Bonds	-	-	-	-
Rentals	-	-	150	150
Car Allowance	-	-	-	-
Legal Advertising	64	26	50	50
Printing	4,232	5,267	5,000	5,000
Dues and Subscriptions	1,063	1,059	1,000	1,000
Travel Expense	5,893	9,043	9,200	10,750
Towel and Cleaning Service	1,651	1,173	1,400	1,000
Training Assistance	8,082	11,025	8,414	11,159
Other Contractual Services	87,295	88,221	98,390	97,797
Professional Services-Legal	6,463	2,591	2,500	2,500
<b>Total Contractual Services</b>	<b>182,113</b>	<b>181,422</b>	<b>193,598</b>	<b>204,606</b>

# General Fund

Police				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Building and Grounds				
Machine Equip and Tool Maint.	784	919	1,000	1,000
Motor Vehicle Maintenance	40,235	29,820	28,000	24,000
Radio Maintenance	3,105	2,096	1,500	1,500
Other Maintenance	1,532	991	1,000	1,000
<b>Total Maintenance</b>	<b>45,656</b>	<b>33,827</b>	<b>31,500</b>	<b>27,500</b>
<b>OTHER CHARGES</b>				
Other Charges	18,247	21,538	30,000	52,242
<b>Total Other Charges</b>	<b>18,247</b>	<b>21,538</b>	<b>30,000</b>	<b>52,242</b>
<b>CAPITAL OUTLAY</b>				
Office Equipment				
Motor Vehicles	77,221	39,592	80,000	137,500
Radio Systems	-			
Grant Money Expenditures				
Other Capital Outlay	-	-	10,600	10,000
<b>Total Capital Outlay</b>	<b>77,221</b>	<b>39,592</b>	<b>90,600</b>	<b>147,500</b>
<b>Total Police</b>	<b>3,850,559</b>	<b>3,855,040</b>	<b>4,265,386</b>	<b>4,279,306</b>

## **1-15      Police**

### **Budget**

#### **Line Item**

#### **101      Full Time Salaries**

This line item funds salaries for all full time Police Department employees. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance for all non-FOP employees.

#### **102      Part Time Salaries**

This line item funds the salary of the Evidence Technician position. A 2.5% base factor is included for potential salary increase in accordance with the compensation ordinance.

#### **103      Overtime**

This line item provides funding for overtime as detailed in the FOP contract. It includes \$ 77,000 of grant reimbursed overtime. The department has planned several traffic safety projects in FY15, including DUI checkpoints, DUI saturation patrols, Project Extra Mile enforcements, Speed Zone enforcement, and narcotics investigations which will be reimbursed through the Department of Justice.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries. The line item has been increased in proportion to the proposed salary increases and additional position.

#### **105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107      Civilian Pension**

This line item funds the City's portion of employee pension contributions for civilian police personnel.

#### **108      Police Pension**

This line item funds the City's portion of employee pension contributions for sworn police personnel. The amount has been increased in proportion to the salary increase and additional position.

#### **201      Office Supplies**

No additional funding was requested based on FY14 year-end estimate.

#### **202      Books/Periodicals**

State statute books, police reference books, etc. are funded in this account and are needed for effective delivery of services. No additional funding was requested based on FY14 year-end estimate.

# General Fund

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## **1-15      Police**

### **203      Food Supplies**

No additional funding was requested based on FY14 year-end estimate. Supplies for hosted training activities at the police station are funded in this line item.

### **204      Wearing Apparel**

The purchase and replacement of police uniforms and uniform equipment, to include ballistic vests, is included in this line item. The amount budgeted is based on historical data of replacement and is based on a \$2,500.00 grant reimbursement for ballistic vest purchases. No funding was requested for this line item.

### **205      Motor Vehicle Supplies**

This line item provides for fuel and oil used in the police vehicles. The year-end estimate is below budget as funding for additional vehicle usage by a part-time Code Enforcement Officer was included and this position was not approved. In addition, a reduction in total number of gallons used in FY14 as well as an unforeseen drop in fuel prices contributed to reduced costs. Fuel saving measures will continue to be a focus, but due to the unpredictability of fuel prices, funding was requested at the same level as last year.

### **206      LAB/Main Supplies**

This line item provides for supplies including narcotic test kits, sexual assault kits, DNA kits and DUI testing supplies, etc. There is a slight decrease in funding due to contracting with Douglas County Crime Lab for services.

### **208      Chemical Supplies**

This line item provides for supplies related to the Evidence processing area. No increase funding was requested for this line item.

### **211      Other Commodities**

No funding was requested for this line item.

### **301      Postage**

Based on FY14 year-end estimates, a decrease in funding is requested this year.

### **302      Telephone**

This line item provides for telephone service, both landline and cellular. Contractual cost for landline and cellular phone increased so additional \$1000 is requested for increased cost over FY14.

### **303      Professional Services-Other**

Pre-employment testing (medical, psychological and polygraphs) is funded in this line. FY14 year-end estimates show an overage. This is due to additional unexpected hires. Funding requested at the same level as last year.

### **304      Utilities**

Based on FY14 year-end estimates and 3% projected increase in utilities, funding requested is increased from last year.



## **1-15      Police**

### **306      Rentals**

This line item provides for a contingency if rental equipment is needed for police operations. Funding requested at same level from last year.

### **308      Legal Ads**

This line item provides funding for legal ads and notices including employment advertising. Funding requested at same level as last year.

### **309      Printing**

This line item provides for the printing of numerous items, including the quarterly city newsletter, tickets, manuals, etc. Funding requested at the same level as last year.

### **310      Dues & Subscriptions**

This line item includes funding for membership in the International Association of Chiefs of Police, the Nebraska Police Chiefs Association, Nebraska Notaries, FBI Academy, and additional memberships. Funding requested at same level as last year.

### **311      Travel Expense**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding is included for command staff to attend the IACP Conference, and other various leadership and professional training opportunities.

### **312      Towel/Uniform/Cleaning Service**

This line item provides for the cleaning of police uniforms. A decrease is shown based on actual costs.

### **313      Training**

This line item provides for tuition reimbursement as well as tuition and fees for police training courses. It also includes grant funded training and as well as funding for command staff to attend the IACP Conference, and other various leadership and professional training opportunities.

### **314      Other Contractual Services**

This line item includes payment for contract services including Douglas County Crime Scene services, copier costs, lease payments on police vehicles, Project Harmony and other miscellaneous contractual services. This line item also includes the increase payments to Sarpy County for 911 Communication radio and dispatch services. Increase is requested due to a Safe Streets grant for a leased vehicle. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321      Professional Services (Legal)**

This line item provides funding to prosecute city ordinance violations. Additionally, any police-related legal expenses are billed to this account. Funding requested at same level as last year.

### **409      Repair and Maintenance**

This line item funds the repair and maintenance of equipment in the police station. Funding requested at same level as last year.

# General Fund

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## **1-15      Police**

### **410      Motor Vehicle Maintenance**

This line item provides for the repair of police vehicles. Repair costs have decreased and end of year estimates for FY14 indicate a savings in this line item. Therefore, we are requesting a decrease in funding for FY15. However, if no new vehicles are purchased, there will likely be an increase in FY15 and FY16.

### **411      Radio Maintenance**

This line item provides for the repair and maintenance of police radio equipment. Funding requested at same level from last year.

### **412      Other Maintenance**

This line item provides for the repair and maintenance of equipment not listed in line 409. Funding requested at same level as last year.

### **505      Other Charges**

This line item funds crime prevention supplies, DARE, ammunition, SWAT team supplies, and all other associated charges. Year-end estimates will be over budget due to two unexpected grants. We received a La Vista Community Foundation grant for AED's in the amount of \$3,500 and a Safe Streets grant of \$1,242. The Safe Streets grant will continue in FY15 and we have included an additional \$10,000 in this line item as well as an additional \$4,000 from a Nebraska Office of Highway Safety Grant. That grant will be used to purchase new Radar (1) and LIDAR (1) units. In addition, our current Tasers are no longer supported by the manufacturer, resulting in a one time need to replace 4 tasers at a cost of \$4,650. The current refrigerator/freezer being used for evidence storage is a residential unit that is over 15 years old. It is not designed for this type of use and has a built in defrost cycle that can result in evidence degradation in cases where things need to be kept frozen. Requested \$3,900 to replace this unit, which is necessary for the safe and proper storage of biological evidentiary samples.

## General Fund

<b>Animal Control</b>				
	<b>FY12 Actual</b>	<b>FY13 Actual</b>	<b>FY14 Budget</b>	<b>FY15 Adopted</b>
<b>CONTRACTUAL SERVICES</b>				
Other Contractual Services	41,867	43,399	46,000	<b>48,900</b>
Professional Services-Legal	6,143	241	1,000	<b>1,000</b>
<b>Total Contractual Services</b>	<b>48,011</b>	<b>43,640</b>	<b>47,000</b>	<b>49,900</b>
<b>Total Animal Control</b>	<b>48,011</b>	<b>43,640</b>	<b>47,000</b>	<b>49,900</b>

# General Fund

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## 1-16      Animal Control

### Budget

### Line Item

#### **314      Other Contractual Services**

The City contracts with the Nebraska Humane Society (NHS) for animal control services. Service rates are based on population and the CPI. Based on a four year average increase in services at 3.72%, we are requesting an increase in funding.

#### **321      Professional Services (Legal)**

This line item provides funding for animal control-related legal expenditures and the prosecution of animal control violations by the City Attorney, if needed.

# General Fund

Fire				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full Time	133,958	133,811	139,856	96,792
Salaries - Part-Time			199,800	-
Overtime Salaries	502	106	868	-
FICA	3,941	3,834	20,082	1,438
Employee Benefit - Insurance	26,960	31,504	29,630	15,355
Pension/Civilian	2,402	2,369	2,461	-
Pension/Fire	12,276	12,276	12,963	12,890
Disability Insurance	4,954	4,954	4,955	-
<b>Total Personnel Services</b>	<b>184,994</b>	<b>188,855</b>	<b>410,615</b>	<b>126,475</b>
<b>COMMODITIES</b>				
Office Supplies	1,584	1,583	1,000	-
Books and Periodicals	190	-	400	-
Food Supplies	4,435	5,972	3,000	-
Wearing Apparel	8,281	4,383	3,000	-
Motor Vehicle Supplies	15,090	18,269	11,000	-
Lab and Maint Supplies	375	-	250	-
Janitor Supplies	478	1,421	1,175	-
Chemical Supplies	125	352	350	-
Other Commodities	12,310	8,740	2,500	-
Squad Supplies	12,310	15,807	9,000	-
<b>Total Commodities</b>	<b>55,179</b>	<b>56,527</b>	<b>31,675</b>	<b>-</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	457	680	500	-
Telephone	6,408	6,019	2,164	480
Prof Services-Other	1,768	1,218	1,500	-
Utilities	53,367	58,289	30,000	13,500
Car Allowance	4,700	5,000	3,000	-
Legal Advertising	-	-	50	-
Printing	4,384	3,388	2,000	-
Dues and Subscriptions	2,777	2,945	1,100	-
Travel Expense	10,023	8,578	4,000	-
Training Assistance	41,017	14,612	10,000	-
Other Contractual Services	74,775	73,139	47,583	1,372,342
Professional Services-Legal	-	14,076	300	-
<b>Total Contractual Services</b>	<b>199,675</b>	<b>187,943</b>	<b>102,197</b>	<b>1,386,322</b>

# General Fund

Fire				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Building and Grounds	-	-		10,000
Machine Equip and Tool Maint.	6,477	4,703	2,500	-
Motor Vehicle Maintenance	7,038	9,039	8,000	7,500
Radio Maintenance	18,281	2,862	2,500	-
Other Maintenance	38	315	-	-
<b>Total Maintenance</b>	31,834	16,919	13,000	17,500
<b>OTHER CHARGES</b>				
Other Charges	7,740	8,384	718,036	-
Emergency Expenditures	6,448	984	2,500	-
<b>Total Other Charges</b>	14,188	9,367	720,536	-
<b>CAPITAL OUTLAY</b>				
Office Equipment	-	-	-	-
Machines and Tools	-	-	-	-
Motor Vehicles	-			
Radio Systems				
Other Capital Outlay	15,429	-	-	-
<b>Total Capital Outlay</b>	15,429	-	-	-
<b>Total Fire</b>	501,299	459,612	1,278,023	1,530,297

## **1-17      Fire**

### **Budget Line Item**

#### **101              Full Time Salaries**

Salary for the Fire Marshal position is in this line item. The City of Papillion will reimburse 50% of the cost.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of the salary. (Firefighters in the State of Nebraska are not required to contribute to the social security system for retirement purposes. They do contribute the Medicare portion, 1.45% of salary.) The City of Papillion will reimburse 50% of the cost.

#### **105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. The City of Papillion will reimburse 50% of the cost.

#### **108      Firefighter Pension**

This line item funds the City's portion of employee pension contributions for the Fire Marshal. The City of Papillion will reimburse 50% of the cost.

#### **111      Disability Insurance**

This line item funds the City's portion of the Fire Marshal's disability insurance. The City of Papillion will reimburse 50% of the cost.

#### **302      Telephone**

This line item provides for cellular telephone allowance. The City of Papillion will reimburse 50% of the cost.

#### **304      Utilities**

This account funds utility payments at the Station 4 facility. La Vista will bill the City of Papillion back for Papillion's share of the cost. Tornado siren expenses are also included in this line item.

#### **314      Other Contractual Services**

This line item includes fire service contract costs, including 911 communications.

#### **401      Buildings and Grounds**

Funding for any necessary building and grounds supplies or repairs is included in this line item. Expenditures will be billed back to the City of Papillion on a pro-rated basis.

#### **410      Motor Vehicle Maintenance**

This line item provides funding for the repair and maintenance of fire vehicles and apparatus. Expenditures will be billed back to the City of Papillion on a pro-rated basis.

## General Fund

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# General Fund

Community Development				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full Time	332,805	269,261	351,339	295,239
Salaries - Part-Time	19,869	15,427	20,655	22,232
Overtime Salaries	449	752	659	572
FICA	25,574	20,504	28,853	24,330
Employee Benefit - Insurance	74,711	56,152	82,204	37,331
Civilian Pension City's Exp	20,258	16,201	21,120	17,749
<b>Total Personnel Services</b>	<b>473,666</b>	<b>378,297</b>	<b>504,830</b>	<b>397,453</b>
<b>COMMODITIES</b>				
Office Supplies	7,330	7,342	4,500	7,800
Books and Periodicals	189	477	1,000	1,000
Food Supplies	469	408	350	1,000
Wearing Apparel	132	331	1,500	1,200
Motor Vehicle Supplies	2,157	1,967	3,000	3,000
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>10,277</b>	<b>10,525</b>	<b>10,350</b>	<b>14,000</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	2,917	3,431	3,000	5,000
Telephone	1,255	691	1,284	1,000
Prof Services-Other	23,488	38,666	40,000	40,000
Car Allowance	720	720	840	720
Legal Advertising	1,922	1,044	2,000	2,000
Printing	2,658	7,928	4,000	4,000
Dues and Subscriptions	1,215	2,886	1,650	1,650
Travel Exp(Net)/Mileage	9,129	8,246	13,639	12,227
Training	11,331	4,609	7,480	5,080
Other Contractual	17,244	22,597	24,188	7,388
Professional Services-legal	169,726	49,040	70,000	75,000
Cadd Mapping Grant				
<b>Total Contractual Services</b>	<b>241,605</b>	<b>139,859</b>	<b>168,081</b>	<b>154,065</b>
<b>MAINTENANCE</b>				
Motor Vehicle Maintenance	669	32	500	500
Radio Maintenance	95	-	350	350
Other Maintenance				
<b>Total Maintenance</b>	<b>764</b>	<b>32</b>	<b>850</b>	<b>850</b>
<b>OTHER CHARGES</b>				
Other	6,765	11,352	18,500	8,500
Refunds				
<b>Total Other Charges</b>	<b>6,765</b>	<b>11,352</b>	<b>18,500</b>	<b>8,500</b>

# General Fund

Community Development				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
CAPITAL OUTLAY				
Office Equipment				
Motor Vehicle				
Radio Systems				
Other Capital Outlay				
<b>Total Capital Outlay</b>	-	-	-	-
<b>Total Community Development</b>	733,077	540,064	702,611	574,868

## **1-18      Community Development**

### **Budget**

#### **Line Item**

#### **101      Full-Time Salaries**

This line item includes salaries for all full-time CD employees. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102      Part-Time Salaries**

The Department currently has an authorized but unfunded position of PT Building Inspector. This position would only be filled if needed and on a temporary basis.

This line item has included funding in previous years for a PT Planning Intern. Because of the current workload and projects planned for FY14/15, there is a need for a paid PT Planning Intern. It is anticipated that the Intern would provide assistance with planning-related research, drafting reports and correspondence, initial review of sign permits, GIS Mapping, CUP annual reviews, file reorganization, assistance with the planned Comprehensive Plan Update, etc.

#### **103      Overtime**

This account includes overtime pay for the Permit Tech who attends the Planning Commission meetings and Appeals Board meetings.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107      Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **201      Office Supplies**

This line item includes all office supplies designed for general use. Funding is requested to increase to \$7,800 based on the five-year average spending of \$7,751.

#### **202      Books and Periodicals**

This line item includes the purchases of books, magazines, pamphlets, etc. This includes the purchase of the new 2012 ICC Code Books. Funding requested at same level as last year.

# General Fund

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## **1-18      Community Development**

### **203      Food Supplies**

This line item funds refreshments for meetings. Funding is requested to increase to pay for food at the upcoming comprehensive plan update meetings.

### **204      Wearing Apparel**

This line item includes the purchase of protective or work clothing, including safety boots, hats, gloves and City logo shirts, sweatshirts and jackets. Reduced funding level requested based on the removal of the Community Development Director's allowance.

### **205      Motor Vehicle Supplies**

This line item includes all purchases of fuel, lubricants, and expendable appurtenances used by motor vehicles. No increase has been proposed.

### **301      Postage**

This line item includes postage meter charges and other postage expenses related to outgoing departmental mail. Funding is requested to increase to pay for postage for upcoming comprehensive plan update related mailings.

### **302      Telephone**

This line item includes all expenses involved in telephone service for the Department. Funding requested lower than last year.

### **303      Professional Services - Other**

This line item provides for fees for the retention of professional or technical services from outside individuals or firms, and includes engineering review by Thompson, Dreessen & Dorner when needed and building design review by BCDM. Funding is requested at the same level as last year however actual expenditures will be dependent upon projects submitted during the year.

### **307      Car Allowance**

This line item funds a car allowance for the Community Development Director and the City Planner. Funding requested at same level as last year.

### **308      Legal Advertising**

This line item includes the costs of classified and legal advertising for planning related projects and commission/board meetings, and the occasional fee associated with recording a document. Funding requested at same level as last year.

### **309      Printing**

This line item includes all costs of materials, printing or processing involved in the reproduction of items by an outside firm for use by the Department, and includes a share of the newsletter printing costs. Funding requested at the same level as last year.

## **1-18 Community Development**

### **310 Dues and Subscriptions**

This line item includes subscriptions to periodical magazines and professional publications, as well as charges for dues to the following professional organizations: the American Planning Association (APA), the International Code Council (ICC), the Nebraska Code Officials Association (NCOA), the Nebraska Floodplain and Stormwater Managers Association (NeFSMA), and the Nebraska Planning & Zoning Association (NPZA). Funding requested at the same level as last year.

### **311 Travel Expense**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Included are the travel costs for the Chief Building Official to attend ICC; for the Chief Building Official and two Building Inspectors to attend NCOA and the CCI conferences; for the Building Inspectors to test for certifications, the NPZA conference for the Chief Building Official, the City Planner, the Permit Technician, the Intern and also the Community Development Director. The City Planner and the Community Development Director will be attending APA National. A decrease is requested this year as the Permit Technician is not scheduled to attend an APA regional seminar this year.

### **313 Training**

This line item includes all training courses and seminar costs associated with the registration and testing costs for the Chief Building Official to attend ICC; for the Chief Building Official and two Building Inspectors to attend NCOA and the CCI conferences; the NPZA conference for the Chief Building Official, the City Planner, the Permit Technician the intern and the Community Development Director; APA National for the City Planner and Community Development Director. A decrease is requested this year as the Permit Technician is not scheduled to attend an APA regional seminar this year; tuition reimbursement is not requested for the Permit Technician and the Community Development Director, City Planner, and the Chief Building Official will not attend the League of Nebraska Municipalities conference as they did last year.

### **314 Other Contractual Services**

This line item includes the contract with Sarpy County to provide GIS services for the City, ESRI annual license for Planning Department, Sprint data cards for Building Department, the fee for the BluePrince and PDSPECT software used by the Building Department. Contract costs for Sprint data cards and Sarpy GIS Contract remained the same. The year-end estimate is over budget due to paying for an appraisal associated with the redevelopment area. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321 Professional Services - Legal**

This line item includes the fees for legal services performed by the City Attorney or other attorneys retained to handle such services for the City. An additional request of \$5,000 is requested as legal services are expected to increase based on anticipated legal activity related to the enforcement of the RIP program.

# General Fund

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## **1-18      Community Development**

### **410      Motor Vehicle Maintenance**

This line item includes all repair or replacement purchases of parts and supplies for the Department's vehicles. Funding requested at same level as last year.

### **411      Radio Maintenance**

This line item includes all repair or replacement purchases of parts and supplies used for the Department's radios. Funding requested at same level as last year.

### **505      Other Charges**

This line item includes other purchases which may be made which do not fall into other accounts, including building demolition costs and Great Plains locate tickets. Funding requested at same level as last year.

# General Fund

Street Administration				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	159,892	163,525	161,984	172,308
Salaries - Part-Time	8,437	22,065	9,547	9,133
Overtime Salaries	1,145	1,591	615	641
FICA	12,495	13,889	13,169	13,986
Insurance Charges	14,306	12,968	15,090	14,047
Other Personnel Services	-	-	-	-
Pension	9,662	9,907	9,756	10,377
<b>Total Personnel Services</b>	<b>205,937</b>	<b>223,946</b>	<b>210,161</b>	<b>220,492</b>
<b>COMMODITIES</b>				
Office Supplies	80	79	80	86
<b>Total Commodities</b>	<b>80</b>	<b>79</b>	<b>80</b>	<b>86</b>
<b>CONTRACTUAL SERVICES</b>				
Tele/Cell/Pager	1,024	1,008	924	990
Prof Services - Other	-	74	-	-
Car Allowance	-	-	-	-
Legal Advertising	-	-	-	-
Printing	60	-	42	45
Dues & Subscriptions	403	363	371	407
Travel & Mileage	784	674	2,289	1,986
Uniform Cleaning	-	-	-	-
Training Assistance	1,012	1,152	1,939	2,023
Other Contractual Services	4,121	2,480	2,160	1,527
Professional Services-Legal	-	-	-	-
<b>Total Contractual Services</b>	<b>7,404</b>	<b>5,750</b>	<b>7,725</b>	<b>6,978</b>
<b>OTHER CHARGES</b>				
Other	90	247	160	171
Refunds	-	-	-	-
<b>Total Other Charges</b>	<b>90</b>	<b>247</b>	<b>160</b>	<b>171</b>
<b>CAPITAL OUTLAY</b>				
Other Capital Outlay	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Street Administration</b>	<b>213,511</b>	<b>230,021</b>	<b>218,126</b>	<b>227,727</b>

# General Fund

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## 1-19 Street Administration

(Note: 25% of the cost of the Streets Administration budget is funded by the Sewer Fund, which is a reduction of 5% over last year. Also, 50% of salary costs for the City Engineer, Secretary/Receptionist and Intern are funded by the Sewer Fund.)

### **Budget Line Item**

#### **101 Full Time Salaries**

This line item provides funding for the salaries of the Public Works Director, City Engineer/Assistant Public Works Director, Administrative Secretary, and Secretary/Receptionist. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102 Part Time Salaries**

This line item funds part time positions and the intern position. Starting in FY 15, 50% of the salary costs for the Intern will be funded from the Sewer Fund.

#### **103 Overtime**

This line item funds costs associated with occasional overtime hours by the Administrative Secretary and Secretary/Receptionist. Overtime hours are normally required in conjunction with community events such as La Vista Daze and large annual reports such as the 1 & 6 Year Road Plan and State of Nebraska Annual Report.

#### **104 FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105 Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107 Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **201 Office Supplies**

This line item provides funding for office supplies used in the front office. Funding requested as same level as last year.

#### **302 Telephone**

This line item funds cell phone expenses of the Public Works Director and City Engineer/Assistant Public Works Director. Funding requested as same level as last year.



## **1-19 Street Administration**

### **309 Printing**

This line item funds printing costs such as business cards, stationery and letterhead. Funding requested at same level as last year.

### **310 Dues & Subscriptions**

This line item provides funding for membership dues for professional organizations such as the American Public Works Association (APWA), American Concrete Institute (ACI), local chapter of the Institute of Transportation Engineers (LOCATE), Certified Professional in Erosion and Sediment Control (CPESC), and International Erosion Control Association (IECA). Slight increase in funding from last year for price increases for dues.

### **311 Travel & Mileage**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding request lower than last year. The APWA Mid-America conference occurs every three years and was removed this year.

### **313 Training Assistance**

The line item includes all training courses and seminar costs. Funding request lower than last year. The APWA Mid-America conference occurs every three years and was removed this year.

### **314 Other Contractual Services**

This line item includes funding for the lease of the office copier, copy overage charges and Best Care EAP. Funding request is lower than last year due to removal of the Auto Cad license fee. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **505 Other Charges**

This line item funds the purchase of items that do not logically fall into any of the scheduled accounts such as expenses related to the Employee Appreciation Dinner. Funding requested at same level as last year.

## General Fund

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# General Fund

## Streets Operating

	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	665,806	644,361	689,414	695,771
Salaries - Part-Time	36,253	32,563	67,000	67,000
Overtime Salaries	23,977	21,908	32,840	34,488
FICA	52,459	50,477	60,590	61,256
Insurance Charges	174,318	168,312	203,800	138,124
Pension	41,352	40,021	43,232	43,609
<b>Total Personnel Services</b>	<b>994,165</b>	<b>957,641</b>	<b>1,096,876</b>	<b>1,040,248</b>
<b>COMMODITIES</b>				
Office Supplies	1,010	991	1,000	1,250
Books and Periodicals	-	-	-	-
Food Supplies	69	116	170	170
Wearing Apparel	2,690	3,127	3,350	3,800
Motor Vehicle Supplies	57,824	64,637	71,200	73,025
Lab and Maint Supplies	3,516	1,811	3,000	3,000
Janitor Supplies	1,401	1,386	1,300	1,550
Chemical Supplies	-	-	-	-
Welding Supplies	1,999	1,414	2,100	2,100
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>68,510</b>	<b>73,482</b>	<b>82,120</b>	<b>84,895</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	444	674	805	805
Telephone	2,872	2,898	3,200	2,600
Prof Services-Other	6,386	1,743	5,120	5,270
Utilities	408,337	429,510	455,541	469,207
Rentals	-	-	-	-
Printing	2,087	2,250	2,835	2,835
Dues and Subscriptions	665	723	744	744
Travel Expense	4,847	3,755	5,962	7,110
Towel and Cleaning Service	4,813	4,272	4,000	4,400
Training Assistance	3,900	6,496	4,645	5,025
Other Contractual Services	141,226	139,538	128,904	83,390
Professional Services-Legal	112	689	1,000	1,000
<b>Total Contractual Services</b>	<b>575,689</b>	<b>592,555</b>	<b>612,806</b>	<b>582,436</b>

# General Fund

Streets Operating				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Buildings and Grounds	17,022	22,828	6,500	36,500
Storm Sewers	354	162	1,500	1,500
Sidewalk & Curb Maint	1,547	4,331	6,000	6,000
Street Maintenance	67,194	77,046	76,109	76,109
Machine Equip and Tool Maint.	4,323	2,707	3,500	3,500
Motor Vehicle Maintenance	47,089	46,526	48,910	53,910
Radio Maintenance	822	183	250	250
Winter Maintenance	73,700	59,561	78,598	78,598
Traffic Signs	35,408	25,526	33,675	29,175
<b>Total Maintenance</b>	<b>247,461</b>	<b>238,870</b>	<b>255,042</b>	<b>285,542</b>
<b>OTHER CHARGES</b>				
Other Charges	244	497	400	400
<b>Total Other Charges</b>	<b>244</b>	<b>497</b>	<b>400</b>	<b>400</b>
<b>CAPITAL OUTLAY</b>				
Motor Vehicles			80,000	122,465
Road Machinery				
Radio Systems				
Other Capital Outlay	28,960	38,286	17,500	
<b>Total Capital Outlay</b>	<b>28,960</b>	<b>38,286</b>	<b>97,500</b>	<b>122,465</b>
<b>Total Streets Operating</b>	<b>1,915,029</b>	<b>1,901,331</b>	<b>2,144,744</b>	<b>2,115,986</b>

## **1-20 Street Operating**

### **Budget**

#### **Line Item**

#### **101 Full Time Salaries**

This line item provides funding for 15 full time positions. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance. An additional ongoing request of \$936 is being made for one MW I to MW II transition.

#### **102 Part Time Salaries**

This line item funds one part time position with a full time equivalent of .62 and three seasonal positions with a full time equivalent of 1.26.

#### **103 Overtime**

This line item funds overtime for 15 full-time and 3 seasonal positions. Overtime is approved on an as needed basis. The major contributing factor to overtime is snow removal operations. Overtime is also needed during La Vista Days, Cleanup Days, Fall Leaf Collection and other special city events along with concrete pours and occasional emergency call-outs.

#### **104 FICA**

This is a mandatory withholding match that is a fixed percentage of salaries. An additional ongoing request of \$72 is being made for the MW I to MW II transition.

#### **105 Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107 Pension**

This line item funds the City's portion of employee pension contributions. An additional ongoing request of \$56 is being made for the MW I to MW II transition.

#### **201 Office Supplies**

This line item provides funding for office supplies used in the front office, Street Superintendent's office, Shop Foreman's office, and for general use by hourly employees. Funding requested slightly higher than last year but fits into base budget.

#### **203 Food Supplies**

This line item funds two breakfast meetings with supervisory staff and the City Engineer. Funding requested at same level as last year.

# General Fund

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## **1-20 Street Operating**

### **204 Wearing Apparel**

This line item funds the purchase of safety boots, safety shirts, rain gear, and safety equipment for 15 full-time, one part time, and 3 seasonal employees. An ongoing request of \$450 for an increase in the employee's boot allowance.

### **205 Motor Vehicle Supplies**

This line item funds the purchase of fuel, oil, anti-freeze and tires for 33 vehicles and 24 pieces of gas powered equipment. A one-time request of \$3,025 for the purchase of new tires for dump trucks #1125 and #1132.

### **206 Lab and Maintenance Supplies**

This line item funds the purchase of replacement tools and equipment such as power tools, concrete finishing tools, asphalt tools, mechanic tools, shovels, rakes and all other construction related tools. Funding requested at same level as last year.

### **207 Janitorial Supplies**

This line item is for paper products and cleaning supplies for the Public Works Facility. An on-going request of \$200 due to overall price increases.

### **209 Welding Supplies**

This line item provides for welding supplies used to maintain 33 vehicles and 68 pieces of equipment, in addition to any building and grounds repairs. Funding requested at same level as last year.

### **301 Postage**

This line item is to cover costs associated with the mailing of the CityWise newsletter and general department mailings. Funding requested at same level as last year.

### **302 Telephone**

Funding is included for the phone system at the Public Works Facilities and the Street Superintendent's cell phone and data package. Funding requested less than last year due to decrease in Street Superintendent's phone allowance.

### **303 Professional Services - Other**

This line item provides funding for the State of Nebraska fuel license, employee drug testing and any additional professional services. Ongoing request of \$150 for new quarterly service charge for DOT testing.

### **304 Utilities**

This line item funds all utilities at the Public Works Facility, street lighting, and traffic signals throughout the city. An additional \$13,666 is being requested due to a projected 3% increase in utility costs.

### **308 Legal Ads**

This line item is for advertising open positions and publishing announcements in the paper. Funding requested at same level as last year.

## **1-20 Street Operating**

### **309 Printing**

This line item covers printing costs for letterhead, stationary, etc. and also includes the Street Department's portion of the CityWise newsletter printing Funding requested at same level as last year.

### **310 Dues and Subscriptions**

This line item funds the professional memberships and certifications for 15 full-time employees. Examples include the American Public Works Association Membership, American Concrete Institute Membership, and Pesticide Applicators Certification. Funding requested at same level as last year.

### **311 Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funds allow participation in the APWA National Conference, Nebraska Chapter APWA Spring and Fall Conferences, Concrete Seminars, Bridge Inspection School, ASE Certification, the Asphalt Paving Conference, Traffic Signal School, Vector Control Seminar, and VISION Hi-Tech Training. An additional \$1,148 is being requested to allow one Maintenance II worker to attend the North American Snow Conference.

### **312 Towel/Cleaning Service**

This line item is for laundering the Public Works employees' uniforms.

### **313 Training**

This line item includes all training courses and seminar costs. \$500 has been requested for tuition reimbursement for the Shop Foreman; he is taking machining courses. An additional \$380 is being requested to allow one Maintenance II worker to attend the North American Snow Conference.

### **314 Other Contractual Services**

This line item funds contracts in place for the following services: bank loan payments for the front end loader, One-Call locates, Heritage Crystal Clean, O'Keefe Elevator Service, Beacon Building Service, EAP, Skid Steer Rental, Micro Paver Updates, Papillion Sanitation trash service, and Simplex Grinnell Fire System service. Funding request is lower than previous year, due to the front end loader loan payments ending in February of 2015. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321 Professional Services - Legal**

Funding requested at same level as last year.

### **401 Buildings and Grounds**

This line item funds repairs to the Public Works Facility and pedestrian overpass. A one-time request of \$3,000 is to replace a broken video system at the overpass, an ongoing \$1,000 for repairs and upgrades to the aging Public Works Facility, and a one-time request of \$26,000 to repair the truck hoist in the Public Works Shop. This hoist is our only hoist capable of lifting dump trucks for service and repair. The front lifting mechanism, which slides in a rail system to adjust for the length of the truck, is rusting to the point that soon it will be unable to slide and this would render the hoist unusable.

# General Fund

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## **1-20 Street Operating**

### **406 Storm Sewer**

This line item provides funding for the repair of storm sewers throughout the city. Funding requested at same level as last year.

### **407 Sidewalk Maintenance**

This line item is used for the maintenance, repair and construction of sidewalks. Funding requested at same level as last year.

### **408 Street Maintenance**

Street maintenance includes removal and replacement of concrete and asphalt street panel, curb and gutter repair, street sweeping, crack sealing and other street maintenance related items. Funding requested at same level as last year.

### **409 Machine – Equipment and Tool Maintenance**

This line item provides for the repair, maintenance and replacement of maintenance tools and equipment such as chain saws, weed eaters, concrete saws, table saws, etc. Funding requested at same level as last year.

### **410 Motor Vehicle Maintenance**

This line item is for the purchase of replacement parts for 33 vehicles and 68 pieces of equipment. A one-time request of \$5,000 to replace the dump body hoist on dump truck #1127

### **411 Radio Maintenance**

This line item is for the repair and maintenance of the radio system. Funding requested at same level as last year.

### **412 Winter Maintenance**

This line item is associated with winter operations and is for the purchase of sand, salt, plow blades, liquid deicer and equipment parts. Funding requested at same level as last year.

### **413 Traffic Signs**

This line item funds the maintenance, repair and purchase of traffic control signs and pavement markings. Funding requested at same level as last year.

### **505 Other Charges**

This line item funds the purchase of items that do not logically fall into any of the scheduled accounts such as the charges associated with the annual employee appreciation dinner. Funding requested at same level as last year.



# General Fund

Park Maintenance				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	321,244	326,328	311,154	353,699
Salaries - Part-Time	59,386	68,297	70,002	70,077
Overtime Salaries	10,962	9,060	16,522	18,909
FICA	28,854	29,650	30,555	34,031
Insurance Charges	59,623	68,050	71,354	69,648
Pension	19,881	20,060	19,660	22,356
<b>Total Personnel Services</b>	<b>499,950</b>	<b>521,444</b>	<b>519,247</b>	<b>568,720</b>
<b>COMMODITIES</b>				
Books and Periodicals				
Food Supplies	46	25	70	70
Wearing Apparel	1,407	1,615	2,072	2,312
Motor Vehicle Supplies	28,108	30,148	29,760	30,860
Lab and Maint Supplies	3,015	2,019	2,700	2,700
Janitor Supplies	841	683	1,000	1,000
Chemical Supplies	3,160	2,586	2,650	4,650
Welding Supplies	-	-	400	400
Botanical Supplies	8,613	17,541	24,000	25,000
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>45,189</b>	<b>54,618</b>	<b>62,652</b>	<b>66,992</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	8	27	35	35
Telephone-Cellular-Pager	1,152	1,152	1,008	720
Prof Services-Other	1,707	317	2,120	5,620
Utilities	20,416	20,060	15,776	23,449
Printing	207	232	200	200
Dues and Subscriptions	593	604	600	600
Travel Expense	1,760	1,686	1,985	3,439
Towel and Cleaning Service	2,081	1,310	1,268	1,650
Training Assistance	4,529	2,123	2,735	3,265
Other Contractual Services	35,635	19,353	23,266	14,314
<b>Total Contractual Services</b>	<b>68,088</b>	<b>46,865</b>	<b>49,093</b>	<b>53,392</b>
<b>MAINTENANCE</b>				
Building and Grounds	38,215	14,307	18,450	41,450
Machine Equip and Tool Maint.	2,983	3,282	3,000	3,000
Motor Vehicle Maintenance	26,837	21,324	27,500	32,500
Radio Maintenance	204	393	150	150
Other Maintenance	5,852	5,070	6,000	6,000
<b>Total Maintenance</b>	<b>74,091</b>	<b>44,376</b>	<b>55,100</b>	<b>83,100</b>

# General Fund

Park Maintenance				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>OTHER CHARGES</b>				
Other Charges	2,756	399	400	400
<b>Total Other Charges</b>	2,756	399	400	400
<b>CAPITAL OUTLAY</b>				
Motor Vehicle	-	47,984	185,000	84,000
Other Capital Outlay	17,336	-	-	-
<b>Total Capital Outlay</b>	17,336	47,984	185,000	84,000
<b>Total Park Maintenance</b>	707,412	715,686	871,492	856,604

## **1-22      Park Maintenance**

### **Budget**

### **Line Item**

#### **101      Full Time Salaries**

This line item provided funding for 8 full time positions. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance. A full time employee is being moved from Building and Grounds to the Parks Division.

#### **102      Part Time Salaries**

This line item provides funding for eight seasonal positions and one part time position with a full time equivalent of 3.98. Funding requested at the same level as last year.

#### **103      Overtime**

This line item provides overtime funding for 8 full time positions, and 8 seasonal positions. Overtime is approved on an as needed basis. The major contributing factor to overtime is snow removal operations. Overtime is also required during La Vista Days, Cleanup Days, Fall Leaf Collection, sports tournaments and occasional emergency call-outs. A full time employee is being moved from Building and grounds to the Parks Department.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107      Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **203      Food Supplies**

This funds two breakfast meetings with supervisory staff and the City Engineer. Funding requested at the same level as last year.

#### **204      Wearing Apparel**

This line item funds the purchase of safety boots, safety shirts, rain gear and safety equipment for 8 full time employees, 8 seasonal employees and 1 part time employee. Requested additional \$240 for a \$30 increase to the boot allowance for eight employees.

#### **205      Motor Vehicle Supplies**

This line item funds the purchase of fuel, oil, anti-freeze and tires for 7 vehicles and 100 pieces of equipment. Vehicles transferred from B & G fit into base budget.

# General Fund

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## 1-22 Park Maintenance

### 206 Lab and Maintenance Supplies

This line item funds the purchase of replacement tools and equipment such as power tools, field maintenance tools, shovels, rakes, loppers and other park maintenance related tool requirements. Funding requested at the same level as last year.

### 207 Janitorial Supplies

This line item is for paper products and cleaning supplies used in the park restroom facilities. Funding requested at the same level as last year.

### 208 Chemical Supplies

This line item is for the purchase of chemicals necessary for turf and tree care in the city parks. \$2,000 transferred from Building and Grounds, was worked into base operating budget.

### 209 Welding Supplies

This line item provides for the purchase of welding supplies and grinding supplies. The Parks Dept. has been performing quite a bit of welding and grinding on our aging mower decks. Funding is requested at the same level as last year.

### 210 Botanical Supplies

This line item is for the purchase of fertilizer and weed control products for the parks. Trees and flowers are also purchased from this line item. We will be applying for \$5,000 grants from each the Papio NRD and Trees for Nebraska Towns. \$1,000 transfer from Buildings and Grounds was worked into base operating budget.

### 301 Postage

This line item funds park related postage costs. Funding is requested at the same level as last year.

### 302 Telephone

This line item provides for the Park Superintendent's cell phone. New tier system lowered this line item.

### 303 Professional Services - Other

This line item provides funding for the State of Nebraska fuel license, employee drug testing and any additional professional services. A one-time request of \$3,500 for Hepatitis A & B shots for full time Parks staff is requested due to restroom hazards that are encountered daily.

### 304 Utilities

This line item provides for gas, electricity and water in all the parks. An ongoing increase of \$473 requested for an anticipated 3% increase in utility costs. An ongoing \$7,200 increase is also requested for the Hupp Drive building addition.

### 308 Legal Advertising

This line item funds advertising for seasonal positions. We are utilizing the City's Career Link membership to advertise seasonal employment opportunities. Funding requested at the same level as last year.

## **1-22 Park Maintenance**

### **309 Printing**

This line item provides for printing business cards, city letterhead and stationery. Funding requested at the same level as last year.

### **310 Dues and Subscriptions**

This line item provides for professional memberships and certifications for parks employees. Examples include: Professional Grounds Maintenance Society (PGMS), National Playground Safety Institute and Nebraska Pesticide Applicators Certification. Funding requested at the same level as last year.

### **311 Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. An increase of \$1454 is shown in the additional requests for the Park Foreman to attend the PGMS Conference. This training is rotated each year between the Park Foreman and the Sports Complex Foreman. The Sports Complex Foreman attended this training in FY 13/14.

### **312 Towel/Cleaning Service**

This line item is for laundering the Public Works employees' uniforms. An increase of \$181 is requested due to the addition of a B&G employee to the Parks Division.

### **313 Training**

This line item includes all training courses and seminar costs. Requesting \$350 for the Park Foreman will attend the PGMS training this fiscal year. This training rotates between the Park Foreman and the Sports Complex Foreman each year. Requested \$180 for two training classes for the Building and Grounds employee transferring to the Parks Division.

### **314 Other Contractual Services**

This line item funds contracts with Papillion Sanitation, weed spraying, EAP, CDL renewals and Barone Security. There is a \$4,758 decrease for 911 services. The base budget amount decreased \$4,194, which was worked into other line items transferred from Building and Grounds. Additionally, computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **401 Buildings and Grounds**

This line item funds repairs to park equipment and facilities. An ongoing increase of \$2,000 is requested for Hupp Drive Building maintenance. A one-time increase of \$2,500 is requested for door replacement for a City Park shed. A one-time increase of \$15,000 is requested to repaint the Tennis Courts at Central Park. A one-time request of \$3,500 for ball field aggregate for Kelly Field ball diamonds to make them playable during wet weather conditions.

### **409 Machine – Equipment and Tool Maintenance**

This line item provides for the repair, maintenance and replacement of maintenance tools and equipment such as chain saws, weed eaters, power pruners, etc. Funding requested at the same level as last year.

# General Fund

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## **1-22      Park Maintenance**

### **410      Motor Vehicle Maintenance**

This line item funds replacement parts for 7 vehicles and 100 pieces of equipment. An ongoing increase of \$ 5,000 for repairs to an aging mower fleet is requested.

### **411      Radio Maintenance**

This line item provides for the maintenance and repair of the radio system. Funding requested at the same level as last year.

### **412      Other Maintenance**

This line item is for maintenance and replacement costs associated with playground equipment. Funding requested at the same level as last year.

### **505      Other Charges**

This line item funds the purchase of items that do not logically fall into any of the scheduled line items and for charges associated with the annual employee appreciation dinner. Funding requested at the same level as last year.

# General Fund

Recreation				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	242,300	250,341	252,245	262,565
Salaries - Part-Time	54,046	54,728	65,611	65,933
Salaries - Overtime	244	222	363	372
FICA	21,613	22,320	24,344	25,159
Insurance Charges	42,193	45,001	53,225	47,523
Pension	14,553	15,034	15,156	15,776
<b>Total Personnel Services</b>	<b>374,947</b>	<b>387,647</b>	<b>410,944</b>	<b>417,328</b>
<b>COMMODITIES</b>				
Office Supplies	2,138	1,805	2,100	2,100
Books and Periodicals	-	-	-	-
Food Supplies	3,094	3,841	4,221	5,783
Wearing Apparel	6,162	7,099	11,030	12,030
Motor Vehicle Supplies	77	-	250	250
Janitorial Supplies	-	-	-	-
Other Commodities	11,226	10,375	11,280	11,280
<b>Total Commodities</b>	<b>22,698</b>	<b>23,119</b>	<b>28,881</b>	<b>31,443</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	1,184	1,612	2,265	2,265
Telephone	1,824	1,824	2,276	2,276
Prof Services-Other	140	177	500	500
Utilities	44,103	44,181	42,945	44,233
Rentals	546	912	300	300
Auto Allowance	1,415	1,358	1,200	1,200
Legal Advertising	219	44	3,000	3,000
Printing	2,683	2,550	2,920	2,920
Dues and Subscriptions	307	186	750	750
Travel Exp/Mileage	3,100	781	1,822	1,822
Training Assistance	3,889	569	2,350	2,350
Other Contractual Services	21,043	17,508	54,675	17,675
Professional Services-Legal	268	1,765	500	500
<b>Total Contractual Services</b>	<b>80,721</b>	<b>73,467</b>	<b>115,503</b>	<b>79,791</b>
<b>MAINTENANCE</b>				
Building and Grounds	13	1,774	5,049	3,055
Machine Equip & Tool Maint.	-	1,025	1,820	1,820
Motor Vehicle Expense	39	16	250	250
Other Maintenance	145	1,054	500	500
<b>Total Maintenance</b>	<b>197</b>	<b>3,870</b>	<b>7,619</b>	<b>5,625</b>
<b>OTHER CHARGES</b>				
Other Charges	10,974	10,888	8,782	8,720
<b>Total Other Charges</b>	<b>10,974</b>	<b>10,888</b>	<b>8,782</b>	<b>8,720</b>

# General Fund

Recreation				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
CAPITAL OUTLAY				
Office Equipment				
Other Capital Outlay	17,730	-	10,368	
<b>Total Capital Outlay</b>	17,730	-	10,368	-
<b>Total Recreation</b>	507,267	498,990	582,097	542,907



## 01-23 Recreation

### Budget

### Line Item

#### 101 Full-Time Salaries

Salaries for fulltime Recreation administrative staff are included in the line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### 102 Part-Time Salaries

Salaries for part-time Recreation staff are included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### 103 Overtime

This line item funds occasional overtime for the Administrative Assistant position for required work at evening or weekend events. Typically she adjusts her work schedule; however, there are instances when this is not feasible.

#### 104 FICA

This is a mandatory withholding match that is a fixed percentage of salaries.

#### 105 Insurance

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### 107 Civilian Pension

This line item funds the City's portion of employee pension contributions.

#### 201 Office Supplies

Funding requested at the same level as last year for office supplies.

#### 202 Books/Periodicals

No funding requested in this line item.

#### 203 Food Supplies

This line item funds food supplies associated with the Senior Program and additional special events. A \$1,200 grant is being sought from the La Vista Community Foundation for food supplies for the annual Easter Egg Hunt.

#### 204 Wearing Apparel

This line item funds the purchase of employee staff shirts and sport league uniforms. Funding requested at same level as last year. Additionally, an application will be submitted for a \$1,000 grant from the La Vista Community Foundation to support the annual coat drive.

# General Fund

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## **01-23 Recreation**

### **205 Motor Vehicle Supplies**

This line item funds the purchase of motor vehicle supplies, including fuel. Funding requested at same level as last year.

### **211 Other Commodities**

This line item includes funding for youth and adult sport league equipment, as well as other equipment. Funding requested at same level as last year. Also, a \$300 grant is being sought from the La Vista Community Foundation for supplies associated with the annual Easter Egg Hunt.

### **301 Postage**

This line item includes funding for mailings and the City Wise newsletter. Funding requested at same level as last year.

### **302 Telephone**

This line item includes funding for office telephones, the pay telephone in the Community Center, and a cell phone allowance for the Recreation Director. Funding requested at same level as last year.

### **303 Professional Services**

This line item funds new employee physicals. Funding requested at same level as last year.

### **304 Utilities**

This line item funds all utility costs for the Community Center. An increase requested due to an anticipated 3% overall increase in utility costs.

### **306 Rentals**

This line item funds the rental of portable toilets at various parks and occasional special events. Funding requested at same level as last year.

### **307 Auto Allowance**

This line item funds an auto allowance for the Recreation Director. Funding requested at same level as last year.

### **308 Legal Ads**

This item includes program advertising. Funding requested at same level as last year.

### **309 Printing**

This line item funds the printing of recreation receipts, facility usage forms and the City Wise newsletter. Funding requested at same level as last year.

### **310 Dues/Subscriptions**

This line item includes administration professional memberships and subscriptions. Funding requested at same level as last year.

## **01-23 Recreation**

### **311 Travel Expense**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. This also funds expenses for one staff member to attend the NRPA National Congress and other local travel/training expenses. Funding requested at same level as last year.

### **313 Training**

This line item funds employee training opportunities. This also funds expenses for one staff member to attend the NRPA National Congress and other local training expenses. Funding requested at same level as last year.

### **314 Other Contractual**

This line item includes referee fees and telephone and maintenance. This line item was decreased by \$25,000 due to a one-time expense for a Recreational philosophy and direction study that was included in the FY14 budget. Additionally, computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321 Professional Services-Legal**

Funding requested at the same level as last year.

### **401 Building & Grounds**

This line item funds repairs and maintenance of the Community Center facility.

This line item was decreased \$1,994 due to a one-time expense for the purchase of a directional door counter in the FY 13/14 budget.

### **409 Machine Equipment and Tool Maintenance**

This line item funds repair and maintenance of mechanical equipment in Community Center. Funding requested at the same level as last year.

### **410 Motor Vehicle Maintenance**

This line item includes all repair or replacement purchases of parts and supplies for the Department's vehicles. Funding requested at same level as last year.

### **412 Other Maintenance**

This line item includes miscellaneous repairs and maintenance of facility. Funding requested at same level as last year.

### **505 Other Charges**

This line item funds youth and adult sports league awards, registration fees and miscellaneous items. Funding requested at same level as last year.

### **618 Other Capital**

Year-end expenses will be over budget due to unexpected repairs to a refrigerator unit in the Community Center in addition to the purchase of budgeted exercise equipment.

## General Fund

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# General Fund

Sports Complex				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salary - Full Time	125,870	124,884	161,539	168,151
Salary - Part Time	26,827	19,919	22,500	22,500
Salary - Overtime	6,496	4,854	12,059	12,529
FICA	11,372	10,534	15,001	15,544
Insurance	28,154	30,966	47,196	42,979
Civilian Pension	7,977	7,776	10,398	10,822
<b>Total Personnel Services</b>	<b>206,695</b>	<b>198,933</b>	<b>268,693</b>	<b>272,525</b>
<b>COMMODITIES</b>				
Food Supplies	12	13	30	30
Wearing Apparel	508	509	1,240	1,240
Motor Veh Supplies	5,639	7,848	7,700	8,700
Lab and Maint Supplies	459	250	1,000	1,000
Janitorial Supplies	706	712	750	750
Chemical Supplies	2,029	2,118	2,000	2,000
<b>Total Commodities</b>	<b>9,353</b>	<b>11,450</b>	<b>12,720</b>	<b>13,720</b>
<b>CONTRACTUAL SERVICES</b>				
Tele/Cellular/Paging	413	451	450	450
Prof Services-Other	448	297	300	1,650
Utilities	60,415	46,432	38,955	40,124
Insurance and Bonds				
Rentals				
Travel Expense	1,492	43	1,562	132
Towel/Cleaning	560	571	800	800
Training	1,353	650	1,470	1,120
Other Contractual Services	901	1,523	2,896	2,896
<b>Total Contractual Services</b>	<b>65,582</b>	<b>49,966</b>	<b>46,433</b>	<b>47,172</b>
<b>MAINTENANCE</b>				
Building and Grounds	22,662	30,175	24,500	24,676
Mach/Equip/Tools	958	3,514	2,857	3,357
Motor Veh Maintenance	5,568	5,175	6,000	8,500
<b>Total Maintenance</b>	<b>29,189</b>	<b>38,863</b>	<b>33,357</b>	<b>36,533</b>
<b>OTHER CHARGES</b>				
Other Charges	91	81	100	100
<b>Total Other Charges</b>	<b>91</b>	<b>81</b>	<b>100</b>	<b>100</b>
<b>CAPITAL OUTLAY</b>				
Other Capital Outlay	7,930	22,977	9,000	64,000
<b>Total Capital Outlay</b>	<b>7,930</b>	<b>22,977</b>	<b>9,000</b>	<b>64,000</b>
<b>Total Sports Complex</b>	<b>318,839</b>	<b>322,270</b>	<b>370,303</b>	<b>434,050</b>

# General Fund

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## **1-24 Sports Complex**

### **Budget**

#### **Line Item**

#### **101 Full Time Salaries**

This line item provides funding for four full time positions. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102 Part Time Salaries**

This line item provides funding for two seasonal positions with a full time equivalent of .84.

#### **103 Overtime**

Overtime is approved on an as-needed basis and is normally used for winter operations, La Vista Days, sport tournaments and other special city functions.

#### **104 FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105 Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107 Civilian Pension**

This line item funds the City's portion of employee pension contribution.

#### **203 Food Supplies**

This funds two breakfast meetings with supervisory staff and the City Engineer. Funding requested at same level as last year.

#### **204 Wearing Apparel**

This line item funds the purchase of safety boots, safety shirts, rain gear and safety equipment. Funding requested at same level as last year.

#### **205 Motor Vehicle Supplies**

This line item funds the purchase of fuel, oil, anti-freeze and tires and is a new line item for the Sports Complex budget. Requesting an additional \$1,000 for increased fuel use and price adjustment.

#### **206 Lab and Maintenance Supplies**

This line item provides funding for purchasing replacement tools and equipment such as power tools, field maintenance tools, shovels, rakes and other field related maintenance items. Funding requested at same level as last year.

# General Fund

Library				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	252,659	253,380	262,230	275,348
Salaries - Part-Time	103,785	113,939	138,641	155,992
Overtime Salaries	219	455	-	-
FICA	27,137	27,923	30,667	32,998
Insurance Charges	24,606	26,134	27,542	25,121
Pension	15,172	15,228	15,734	17,284
<b>Total Personnel Services</b>	<b>423,578</b>	<b>437,059</b>	<b>474,814</b>	<b>506,743</b>
<b>COMMODITIES</b>				
Office Supplies	8,600	12,986	11,750	9,550
CD Rom/Electronic	18,837	10,397	17,444	18,316
Books and Periodicals	53,013	54,722	62,150	61,040
Food Supplies	1,411	1,541	2,400	2,000
Janitorial Supplies	-	-	-	-
Chemical Supplies	-	-	-	-
Other Commodities	691	800	1,140	1,000
Media	10,935	10,127	16,808	23,100
Summer Reading Program	3,839	3,544	5,200	5,000
<b>Total Commodities</b>	<b>97,326</b>	<b>94,116</b>	<b>116,892</b>	<b>120,006</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	1,899	3,077	3,700	3,500
Telephone	302	387	279	380
Prof Services-Other	105	175	-	-
Utilities	67,743	66,183	70,766	74,165
Rentals	6,102	4,468	6,000	6,000
Car Allowance	1,800	1,800	1,800	1,800
Legal Advertising	31	44	-	-
Printing	2,298	2,704	2,225	2,348
Dues and Subscriptions	350	473	485	440
Travel Expense	4,325	3,167	4,683	3,855
Training Assistance	4,724	4,654	1,990	2,300
Other Contractual Services	4,323	11,006	15,886	-
Inter-Library Book Loan	105	186	200	225
Internet/Phone	-	-	-	-
Professional Services-Legal	356	-	-	-
<b>Total Contractual Services</b>	<b>94,463</b>	<b>98,324</b>	<b>108,014</b>	<b>95,013</b>
<b>MAINTENANCE</b>				
Building and Grounds				
Machine Equip & Tool Maint.	8,741	8,481	9,270	9,270
<b>Total Maintenance</b>	<b>8,741</b>	<b>8,481</b>	<b>9,270</b>	<b>9,270</b>

# General Fund

Library				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>OTHER CHARGES</b>				
Other Charges	666	640	2,000	5,243
<b>Total Other Charges</b>	666	640	2,000	5,243
<b>CAPITAL OUTLAY</b>				
Office Equipment				
Computer/Internet/Equ	7,068			
<b>Total Capital Outlay</b>	7,068	-	-	-
<b>Total Library</b>	631,842	638,620	710,990	736,275



## **1-25      Library**

### **201.01 CD Rom/Electronic**

This line item includes funding for twelve library database subscriptions. All of the existing databases see substantial use or are essential for library cataloging.

### **202      Books and Periodicals**

This line item funds all book and periodical purchases in all collections including books, adult, teen and children's books, reference books, large print materials, fiction and non-fiction titles. The current age of the print collection averages at 2006 (median age of 2006) both of which are below the ideal age of 2010. An ongoing \$5,000 increase requested to maintain books and periodicals.

Year-end estimate is over budget due to grants from Stowe Memorial (\$1,075) and the La Vista Community Foundation (\$500).

### **203      Food**

This line item funds refreshments and snacks throughout the year for the Children, Teen, and Adult programming. Funding requested is a slight decrease from last year.

### **211      Programming**

This line item will fund adult programming including a winter reading program for adults. Funding requested is a slight decrease from last year.

Year-end estimate is over budget due to grants from the La Vista Community Foundation for the Civil War 150 Exhibition Event in the amount of \$1,895.50.

### **212      Media**

This line item funds the CD audio books including the electronic, downloadable audio books through Overdrive, DVDs, children's audiovisual kits, and music CDs. An ongoing increase of \$3,500 requested to fund Freegal Music.

Year-end estimate is over budget due to the fact that a trial subscription to the Freegal Music program was made available and purchased but it was not included in the current budget.

### **213      Summer Reading Program**

This line item funds the supplies, prizes, speakers, programs, and float materials for the children and teen summer reading programs. For the past four years, patrons have requested extending the Summer Reading Programs through mid-August or until school starts. Funding requested is a slight decrease from last year.

### **301      Postage**

This line item supports the library's mailing of weekly overdue notices, books for the book clubs, and inter-library loan mailings, as well as the Library's portion of the City quarterly newsletter postage. Funding requested is a slight decrease from last year.

# General Fund

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## **1-25      Library**

### **302      Telephone**

This line item supports all telephones within the library as well as the fax machine. A slight increase is requested based on the budgetary information provided by Metropolitan Community College.

### **304      Utilities**

An increase is requested based on actual expenditures and a 3% overall cost increase.

### **306      Rentals**

This line item funds the lease payments for the staff copier/scanner/fax machine as well as the public copy machine. Funding requested at same level as last year.

### **307      Car Allowance**

This line item funds the car allowances for the director and assistant director. Funding requested at same level as last year.

### **309      Printing**

This line item supports the printing of the City's quarterly newsletter and any other printing charges billed back to the library. A slight increase is requested.

### **310      Dues**

This line item supports the Nebraska Library Association membership. Funding requested is a slight decrease from last year.

### **311      Travel Expense**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding is included for staff members to attend the Nebraska Library Association Annual Conference in South Sioux City, NE, for the director to attend the Mountain Plains Library Association Conference in Cheyenne, WY, and for the Assistant Director to attend the Kansas/Missouri Library Association Conference in Kansas City, MO.

### **313      Training Assistance**

This line item funds all training courses and seminar costs for staff attending the Nebraska Library Association Annual Conference in South Sioux City, NE, for the director to attend the Mountain Plains Library Association Conference in Cheyenne, WY, and for the Assistant Director to attend the Kansas/Missouri Library Association Conference in Kansas City, MO.

### **314      Other Contractual Services**

Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

## **1-25      Library**

### **315      Inter-Library Book Loan**

This line item reflects expenses for the inter-library loan program. If La Vista Public Library does not want to purchase a book based on need and/or age of the item, patrons can pay a fee that assists in covering a portion of the mailing cost associated with requesting the book from another library. A slight increase is requested due to a \$0.25 transaction fee on each inter-library loan item and an increase in participation in both book clubs.

### **409      Machine Equipment and Maintenance**

This line item supports the licensing for the Apollo automation system which includes cataloging, circulation (including Content Café 2), web page access, the antivirus software for all computers in the library, and 3M security license.

### **505      Other Charges**

This line item covers chair replacement for the library. There are twenty six general leisure chairs in the cycle for replacement. Chairs are showing age and wear. The chairs with the most damage are replaced first. Additionally, one-time funding of \$3,243 is requested to purchase an additional AWE children's computer/early literacy station.

## General Fund

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# General Fund

Information Technology				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>CONTRACTUAL SERVICES</b>				
Other Contractual Services				150,175
<b>Total Contractual Services</b>				150,175
<b>OTHER CHARGES</b>				
Other Charges				54,025
<b>Total Other Charges</b>	-	-	-	54,025
<b>Total Information Technology</b>	-	-	-	204,200

# General Fund

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## 01-26      Information Technology

**Note:** This is a new department created in FY15. Previously each department budgeted for IT services and purchases individually even though these expenditures were managed collectively. Budgeting for these services and purchases in one place will give us a more efficient system to track total IT expenditures.

### **Budget Line Item**

#### **314      Contractual Services**

This line item funds all contractual services associated with computer software licensing, IT services, maintenance and data storage for all City departments.

#### **505      Other Charges**

This line item funds the purchase of computer hardware for all City departments.

# General Fund

Swimming Pool				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Part-Time	72,204	74,721	85,736	87,778
FICA	5,540	5,716	6,559	6,715
<b>Total Personnel Services</b>	<b>77,744</b>	<b>80,437</b>	<b>92,295</b>	<b>94,493</b>
<b>COMMODITIES</b>				
Concessions	5,745	5,444	2,500	2,500
Wearing Apparel	436	380	700	700
Chemical Supplies	2,052	1,799	2,800	2,800
Other Commodities	2,001	1,604	1,370	1,370
<b>Total Commodities</b>	<b>10,433</b>	<b>9,464</b>	<b>7,670</b>	<b>7,670</b>
<b>CONTRACTUAL SERVICES</b>				
Telephone	448	562	1,040	1,040
Prof Services-Other	665	595	2,000	2,000
Utilities	6,109	5,689	5,723	5,895
Legal Ads	-	357	600	600
Other Contractual Services	-	-	250	250
Prof Services-Legal				
<b>Total Contractual Services</b>	<b>7,221</b>	<b>7,204</b>	<b>9,613</b>	<b>9,785</b>
<b>MAINTENANCE</b>				
Building and Grounds	3,621	5,067	3,450	3,450
Machine Equip and Tool Maint.	-	-	900	900
Other Maintenance	1,107	903	2,450	2,450
<b>Total Maintenance</b>	<b>4,727</b>	<b>5,970</b>	<b>6,800</b>	<b>6,800</b>
<b>OTHER CHARGES</b>				
Other Charges	1,310	681	500	500
<b>Total Other Charges</b>	<b>1,310</b>	<b>681</b>	<b>500</b>	<b>500</b>
<b>CAPITAL OUTLAY</b>				
Building				
Other Capital Outlay	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Swimming Pool</b>	<b>101,436</b>	<b>103,755</b>	<b>116,878</b>	<b>119,248</b>

# General Fund

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## 01-27      Swimming Pool

### Budget

### Line Item

#### **102      Part-Time Salaries**

Salaries for Seasonal Pool staff are included in this line item.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **201      Office Supplies**

This line item funds the office supplies associated with this program. Funding requested at same level as last year.

#### **203      Food Supplies**

Funding requested for concessions at the same level as last year.

#### **204      Wearing Apparel**

This line item includes funding for staff shirts at the same level as last year.

#### **208      Chemical Supplies**

This line item funds chemicals used for the operation of the pool. Funding requested at same level as last year.

#### **211      Other Commodities**

Funding requested at the same level as last year for cleaning supplies, tissue/paper supplies, soap, first aid supplies, etc.

#### **302      Telephone**

Funding requested at the same level as last year for telephone.

#### **303      Professional Services - Other**

This line item funds new employee physicals. Funding requested at same level as last year.

#### **304      Utilities**

Funding included in this line item for gas, water and electric services. Request for an ongoing increase of 3% due to increased utility costs.

#### **308      Legal Advertising**

This line item includes promotional and employment advertising for the pool. Funding requested at same level as last year.



## **01-27      Swimming Pool**

### **314      Other Contractual**

The City's contract with the American Red Cross for swim lesson certification is funded in this line item. Funding requested at same level as last year.

### **401      Building & Grounds**

This line item provides funds for landscaping and maintenance. Funding requested at same level as last year.

### **409      Machine Equipment/Tool**

This line item funds maintenance and repairs of equipment. Funding requested at same level as last year.

### **412      Other Maintenance**

This line item funds other maintenance items. Funding requested at same level as last year.

### **505      Other Charges**

Funding in this line item provides for purchases that do not typically fall into any of the other accounts. Funding requested at same level as last year.

# General Fund

Human Resources				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full Time	47,276	47,582	49,770	33,787
Salaries - Part-Time	6,770	6,238	11,357	12,168
FICA	3,928	3,888	4,676	3,515
Insurance Charges	9,351	10,026	10,569	4,598
Pension	2,833	2,851	2,986	2,027
Pension/Police	-	-	-	-
Self Insurance Expense	-	-	-	-
<b>Total Personnel Services</b>	<b>70,158</b>	<b>70,585</b>	<b>79,358</b>	<b>56,095</b>
<b>COMMODITIES</b>				
Office Supplies	-	-	350	375
Wearing Apparel	-	-	-	-
Motor Vehicle Supplies	-	-	-	-
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>-</b>	<b>-</b>	<b>350</b>	<b>375</b>
<b>PROFESSIONAL SERVICES</b>				
Prof. -Other	900	6,101	3,500	3,750
Insurance and Bonds	331,546	328,962	340,000	397,000
Dues/Subscrp	601	605	868	1,710
Travel Expense	5	-	2,734	5,420
Training Assistance	8,861	1,520	4,463	21,941
Other Contractual Services	9,779	10,883	15,453	40,534
Prof Services- Legal	27,594	15,195	20,000	22,500
<b>Total Professional Services</b>	<b>379,286</b>	<b>363,266</b>	<b>387,018</b>	<b>492,855</b>
<b>OTHER CHARGES</b>				
Other Charges	8,145	7,533	12,460	13,350
<b>Total Other Charges</b>	<b>8,145</b>	<b>7,533</b>	<b>12,460</b>	<b>13,350</b>
<b>Total Human Resources</b>	<b>457,589</b>	<b>441,384</b>	<b>479,186</b>	<b>562,675</b>

## 1-28 Human Resources

(Note: 25% of the cost of the Human Resources budget is funded by the Sewer Fund.)

### Budget Line Item

#### **101 Full Time Salaries**

Salary for the Human Resources Generalist is included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102 Part Time Salaries**

Salary for the part time Human Resources Clerical Assistant is included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **104 FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105 Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107 Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **201 Office Supplies**

Total funding requested at same level as last year.

#### **303 Professional Services – Other**

Funding is included for on-going organizational strategic planning activities in the amount of \$3,500.

#### **305 Insurance & Bonds**

This line item funds the City's property, casualty, liability, auto, and worker's compensation insurance coverage. It also includes funding for bonds for elected and appointed officials as well as unemployment insurance reimbursement. An increase is included based on actual expenses and projections for next year.

# General Fund

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## **1-28 Human Resources**

### **310 Dues/Subscriptions**

This line item funds professional memberships in several Human Resource organizations including the Society of Human Resources Management (SHRM), the International Public Management Association for HR (IPMA-HR), and the Human Resource Association of the Midlands (HRAM) as well as the purchase of annual salary surveys. Total funding requested is increased due to the addition of Human Resources Manager and the Director of Administrative Services.

### **311 Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding is requested for the Director of Administrative Services, HR Manager and the HR Generalist to attend the IPMA-HR Conference and the PRIMA Conference (Midwest region).

### **313 Training**

Funding is requested for the Director of Administrative Services, Human Resources Manager and HR Generalist to attend the IPMA-HR Conference and the PRIMA Conference (Midwest region). Funding is also included in this line item for local training opportunities and Myers Briggs testing for all employees. A one-time request for \$15,000 (75%) for all-staff Performance Evaluation process review and employee training is included.

### **314 Other Contractual Services**

This line item includes funding for the City's annual contract with Career Link, the on-line job posting service utilized by the City; the annual fee for Success Factors, the on-line personnel appraisal system; the annual fee for NeoGov, the on-line applicant tracking system; the annual contract with TASC that ensures the City's compliance with requirements regarding health care notices for employees; the annual fee for the ICMA Center for Performance Measurement program and the annual fee for the City's Employee Assistance Program. Additionally, computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321 Professional Services – Legal**

An increase is requested based on actual expenses.

### **505 Other Charges**

Funding in this line item is for Safety Committee activities, Wellness activities and miscellaneous HR items such as police testing materials and service pins. Also included are fees associated with the City's Flexible Spending Account (FSA) program and the annual trust fees for the City's ICMA Retirement Plans. Funding requested is same as last year.

# General Fund

Public Transportation				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>CONTRACTUAL SERVICES</b>				
Professional Services-Other				
Prof Services-Auditing				
Professional Services-Legal				
<b>Total Contractual Services</b>				
<b>OTHER CHARGES</b>				
Other Charges	7,994	6,673	-	5,200
<b>Total Other Charges</b>	7,994	6,673	-	5,200
<b>Total Public Transportation</b>	<b>7,994</b>	<b>6,673</b>	<b>-</b>	<b>5,200</b>

# General Fund

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## 01-29      Public Transportation

### Budget

### Line Item

#### 505      Other Charges

This line item funds the City's portion of the cost for Metro-Area Transit System to provide the Tri-City bus route. No funds were budgeted in this line item last fiscal year as the recommendation was to discontinue this service. An agreement was reached with Metro-Area Transit to modify the service to a park and ride route, which reduced the cost to the cities. In previous years we budgeted \$8,000 for this service. The request for FY 15 is \$5,200.

# General Fund

Special Services Bus				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	7,630	7,728	8,012	8,284
Salaries - Part-Time	29,143	32,704	43,700	45,891
Overtime	1,562	735	750	750
FICA	2,863	3,084	3,955	4,202
Insurance Charges	2,211	2,376	2,409	2,148
Pension	472	473	481	497
<b>Total Personnel Services</b>	<b>43,882</b>	<b>47,100</b>	<b>59,307</b>	<b>61,772</b>
<b>COMMODITIES</b>				
Office Supplies	226	62	300	300
Wearing Apparel	780	781	1,300	1,300
Motor Vehicle Supplies	14,761	12,821	17,784	17,784
Other Commodities	60	30	800	1,400
<b>Total Commodities</b>	<b>15,827</b>	<b>13,694</b>	<b>20,184</b>	<b>20,784</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	-	-	-	-
Telephone	584	1,090	1,100	1,100
Prof Services-Other	-	-	200	200
Insurance and Bonds				
Auto Allowance	25	22		
Legal Advertising	-	-	-	-
Training Assistance				
Other Contractual Services				
Prof Services-Auditing				
Professional Services-Legal	-	-	-	-
<b>Total Contractual Services</b>	<b>609</b>	<b>1,112</b>	<b>1,300</b>	<b>1,300</b>
<b>MAINTENANCE</b>				
Motor Vehicle Maintenance	2,817	1,852	5,386	5,386
Other Maintenance	-	-	-	-
<b>Total Maintenance</b>	<b>2,817</b>	<b>1,852</b>	<b>5,386</b>	<b>5,386</b>
<b>CAPITAL OUTLAY</b>				
Motor Vehicles		-	12,000	10,500
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>12,000</b>	<b>10,500</b>
<b>Total Special Services Bus</b>	<b>63,135</b>	<b>63,758</b>	<b>98,177</b>	<b>99,742</b>

# General Fund

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## 01-30 Special Services Bus

### Budget

### Line Item

#### 101 Full-Time Salaries

Portions of the following salaries in a total amount of \$8,284 have been included in this line item based on their involvement with the administrative operation of the Senior Bus Service: Recreation Director (39 hours), Program Coordinator (104 hours), and Administrative Assistant (260 hours). A 2.5% base factor is proposed for potential salary increases in accordance with the compensation ordinance.

#### 102 Part-Time Salaries

This line item includes salaries for Special Services Bus drivers. A 2.5% base factor is proposed for potential salary increases in accordance with the compensation ordinance. An increase of \$6,373 has been requested for the addition of a second driver two days per week. This additional service was implemented during the current year; however it was started mid-year and was only budgeted for that period of time. To continue the service we need to budget for the additional six months.

#### 103 O/T Salaries

This line item includes overtime salaries for Special Services Bus drivers. Funding requested at same level as last year. Overtime is needed to compensate for the occasional situation when only one driver is available due to vacations and/or sick time for the second driver.

#### 104 FICA

This is a mandatory withholding match that is a fixed percentage of salaries.

An additional \$488 has been requested for the continuation of a second driver two days per week.

#### 105 Insurance

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### 107 Civilian Pension

This line item funds the City's portion of employee pension contributions.

#### 201 Office Supplies

This line item funds the office supplies associated with this program. Funding requested at same level as last year.

#### 204 Wearing Apparel

This line item funds uniforms for staff members. Funding requested at same level as last year.



## **01-30      Special Services Bus**

### **205      Motor Vehicle Supplies**

This line item provides funding for fuel, tires, and brakes for the vehicles used in the Senior Bus program. This cost will be partially reimbursed by the City of Ralston and the State of Nebraska. Funding requested at same level as last year.

### **211      Other Commodities**

This line item provides funding for other commodities used in the Senior Bus Program. Funding requested at the same level as last year. A \$600 grant is being requested from the La Vista Community Foundation

### **302      Telephone**

This line item funds cell phones for the bus drivers. Drivers take calls directly and schedule their own appointments. Funding requested at same level as last year.

### **303      Professional Services - Other**

This line item funds new employee physicals. Funding requested at same level as last year.

### **308      Legal Ads**

No funding requested at same level as last year.

### **410      Motor Vehicle Maintenance**

Funding is included in this line item for repairs and maintenance to the vehicles in the fleet. Funding requested at same level as last year.

## General Fund

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## Capital Outlay

FY15 General Fund Capital Outlay			
Item	Approved	General Fund	Other Funding Source
Police Car (FY14)	40,000	40,000	
Special Services Bus	10,500	10,500	
ROPS & Cab for CAT	45,000	45,000	
Pick ups	128,000	61,000	67,000
Police Cars	80,000	80,000	
Unmarked Car	17,500	17,500	
MDC (2)	10,000	10,000	
Vermeer Brush Chipper	48,000	-	48,000
Mower	36,000	36,000	
<b>Total</b>	<b>415,000</b>	<b>300,000</b>	<b>115,000</b>

### 1-15 Police

#### 613 Motor Vehicles

##### Police Cars - \$80,000

Funds are requested to include the purchase two (2) marked police cars from the State Bid. January 2015 would be the earliest any vehicles ordered under the FY15 budget and the cars would be in use around April 2015. Additionally, \$40,000 has been carried over from the FY14 budget in this line item. A vehicle purchase was approved in the budget but acquisition was delayed until just recently while we monitored sales tax revenues. The vehicle is currently on order but will not arrive and be paid for until after the start of the new fiscal year.

##### Unmarked Car - \$17,500

Funds are requested to purchase one (1) unmarked police car. We currently have two unmarked police cars that are 16 and 17 years old and both will be going over 100,000 miles in FY15.

#### 618 Other Capital

##### Mobile Data Computer - \$10,000

The six Mobile Data Computers (MDC) originally purchased in 2005 are still in operation. However, with technological advances and additional software added, the computers are outdated and are having difficulty running newer software. With a replacement plan of two MDC's per year, this plan will not have replaced all the 2005 MDC's until FY17 making the computers 12 years old.

# General Fund

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## Capital Outlay

### 1-20 Street Operating

#### 618 Other Capital

##### **Rollover Protective Structure (ROPS) & Cab for Loader - \$45,000**

This past winter, while inspecting our front end loader, it was discovered that the ROPS (rollover protective structure) and the cab were rusty. We contacted Nebraska Machinery, the Caterpillar dealer, to have the loader inspected. The loader was deemed unsafe to operate by Nebraska Machinery and therefore could not be certified. Replacement of the ROPS and cab will cost \$45,000. Due to the low hours and the overall good condition of the loader, repairing it would be the most prudent option. Cost of a new loader is approximately \$200,000.

##### **4X4 Pickup with Snow Plow- \$64,000**

Five years ago a pickup truck with a snow plow was taken out of service due to extensive repairs required to keep the truck operable. The vehicle was eventually sold at auction and not replaced. The snow plow was installed on the service truck. During the winter, there is a shortage of available pickups when doing final cleanup of parking lots and cul-de-sacs. The proposed pickup to be purchased would be capable of using compressed natural gas, an alternative, cleaner and more economical fuel source. Grant funding of \$33,500 is available; City match would be \$30,500.

##### **Dump Truck with Plow, Wing, and Sander- \$200,000 (FY15 \$50,432)**

The request to purchase a new dump truck with a plow, wing, and sander is being made due to the overall condition of our aging fleet. Two of the existing dump trucks are nearing the end of their useful lives. There is a good chance that at least one of those two will be lucky to make it through another winter. The engine and transmission are both weak and it is not feasible to replace these components due to the age and overall condition of the dump truck. Multi-year funding of lease in operations budget.

### 1-22 Park Maintenance

#### 618 Other Capital

##### **Front Deck Mower (Model 1445) with Cab, Blade, and Snow Blower - \$38,000**

This mower would replace an existing unit that has been used for daily operations for 14 years. The mower and deck have very high hours on the components and will require very expensive major rebuilding in the near future with continuing daily use. This mower is operated 40 plus hours per week April through October mowing, and during every snow storm for side walk snow removal operations.

## Capital Outlay

### **Vermeer Brush Chipper - \$48,000**

This chipper would replace a unit that was originally purchased with the City of Papillion. We have now sole ownership of the machine as they have purchased a new machine. The current feed rollers have issues and now plug easily due to wear on several key components. We have applied for a grant to fund \$25,000 of the purchase price. It is also anticipated that the current chipper can be traded in for approximately \$10,000, leaving a balance of \$13,000 due from the City. Under the grant being sought the City's portion of the purchase price can be paid with in-kind services by operating a recycling program, which we do. This purchase will not be made unless grant funding is received.

### **1-24 Sports Complex**

#### **618 Other Capital**

### **4 x 4 Pickup Truck - \$64,000**

This unit is proposed to replace a 2001 Dodge 4 x 4 pickup truck. The existing truck is no longer viable for snow removal or hauling heavy trailers as the drive train continues to have problems and the engine is weak. It has a club cab and could still be operational for general transportation of seasonal employees, which is needed by both the Sports Complex and Parks Division.

### **01-30 Special Services Bus**

#### **613 Motor Vehicles**

Funding included for purchase of new special services bus at a cost of \$10,500. Total cost of the vehicle would be split between Metro Area Transit (85%) and the City of La Vista (15%). The new bus will replace existing van #409.

## General Fund

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# General Fund

## Travel & Training

Department	Number Approved	Name of Conference	Location	Approved Travel (01-0311)	Approved Training (01-0313)
<b>Administrative Services</b>	2	GFOA	Philadelphia PA	2,566	900
	1	LNМ Mid Winter Conference	Lincoln NE	90	281
	1	LNМ Accounting Conf	Kearney NE	279	285
	2	UNO Clerk's Academy	Kearney NE	543	435
	Various	Misc. Local Training	Local	113	225
	1	PRIMA NE/IA/SD	TBD	212	64
	1	PRIMA Annual Conference	Houston TX	1,166	563
	3	ICAN	Local	15	675
	3	Misc. Seminars	Local	-	1,327
	Various	MAPA, SCEDC, Etc	Local	150	-
<b>Subtotal</b>				<b>5,134</b>	<b>4,755</b>
<b>Mayor &amp; Council</b>	1	National League of Cities	Austin TX	2,150	520
	2	LNМ Mid Winter Conference	Lincoln NE	544	780
		MAPA/SCEDC	Local	1,120	-
		Governance Training	Local	-	9,144
	2	LNМ Fall Conference	Lincoln NE	808	780
	1	NLC Leadership Training & Annual	Austin TX	2,150	900
	1	Nat'l Civic League All American Cit	TBD	957	327
	1	Nat'l Civic League All American Cit	TBD	957	327
<b>Subtotal</b>				<b>8,686</b>	<b>12,778</b>
<b>Boards &amp; Commissions</b>	3	NPZA Conference	Kearney NE	1,155	210
	4	Misc. Training	Unknown	1,930	600
<b>Subtotal</b>				<b>3,085</b>	<b>810</b>
<b>Building Maintenance</b>	1	Nebraska Turf Conference	Local	15	150
	2	BOMA monthly workshop	Local	-	600
	2	BOMA Annual Conference	Los Angeles CA	2,450	1,450
	2	Tree Care Workshops	Local	-	150
	2	Local trade workshops	Local	85	200
<b>Subtotal</b>				<b>2,550</b>	<b>2,550</b>

# General Fund

Department	Number Approved	Name of Conference	Location	Approved Travel (01-0311)	Approved Training (01-0313)
Administration	3	International City Managers Association	Seattle WA	4,050	1,913
	3	Transforming Local Government	Phoenix AZ	3,938	1,125
	1	TCU Certified Public Comm Program	Dallas/Ft Worth TX	1,819	1,444
	1	SEI Alumni On-Core	Charlottesville VA	1,391	1,275
	2	LNLM Mid Winter Conference	Lincoln NE	390	563
	1	LNLM Fall Conference	North Platte NE	585	563
	4	Nat'l Civic League All American City	Denver CO	2,745	-
	1	Executive Coach		-	-
	various	MAPA, SCEDC, Etc		281	-
<b>Subtotal*</b>				<b>15,199</b>	<b>6,883</b>
Police	various	TBA	NLETC Grand Island NE	500	774
	2	Leadership in Police Organizations	Omaha/Lincoln area	-	150
	various	TBA	TBA	600	1,500
	various	Professional Meetings	TBA	600	750
	2	Critical Incident Debriefing	TBA	310	200
	various	TBA	TBA	600	750
	various	TBA	Omaha/Lincoln Area	-	250
	1	FBINAA Conference	TBA	1,650	300
	1	IACP	TBA	1,650	300
	1	Handgun Instructor	NLETC Grand Island NE	150	100
	1	Shotgun armor	Omaha/Lincoln Area	-	450
	2	Glock Armor	Omaha/Lincoln Area	-	390
	1	Urban Rifle/Carbine Course Instructor	Omaha/Lincoln Area	-	350
	various	Southwest Iowa LE Center Range	Iowa	-	480
	5	SWAT Training Camp	Iowa	1,700	500
	1	NLETC	Grand Island NE	1,200	130
	1	Fire and Arson Inv. Course	Emmitsburg VA	500	-
	1	Krav Maga Instructor	Omaha/Lincoln Area	-	700
	1	Team Leader Development	Ft. Collins CO	1,240	585
	1	Advanced Sniper School	Cozad NE	50	500
	2	College Reimbursement		-	2,000
<b>Subtotal</b>				<b>10,750</b>	<b>11,159</b>



# General Fund

Department	Number Approved	Name of Conference	Location	Approved Travel (01-0311)	Approved Training (01-0313)
<b>Community</b>	5	NPZA/NEAPA Annual Conference	Kearney NE	2,235	700
<b>Development</b>	2	APA National Conference	Seattle WA	4,562	1,500
	1	I.C.C. Annual Business Meeting	Atlantic City NJ	1,466	600
	2	Const. Exam Center	Englewood CO	1,720	1,390
	2	Colorado Code Institute	Denver CO	1,884	390
	1	NCOA Summer Quarterly Meeting	Misc NE Cities	360	125
	2	NCOA Spring Quarterly Meeting	Omaha Metro	-	250
	1	NCOA Fall Quarterly Meeting	Lincoln NE	-	125
<b>Subtotal</b>				<b>12,227</b>	<b>5,080</b>
<b>Streets</b>	1	Professional Development Course	Omaha Metro	23	150
<b>Administration</b>	1	APWA Congress	Phoenix AZ	1,380	525
	1	APWA Fall Conference	Kearney NE	211	68
	2	NCPA Annual Concrete Conference	Lincoln NE	225	300
	2	APWA Spring Conference	La Vista NE	-	150
	1	NeFSMA Annual Conference	TBD in NE	-	75
	1	Annual Transportation Conference	Omaha NE	-	113
	1	NE League Section Conference	Lincoln NE	147	282
	4	Various Prof. Lunches/Webinars	Omaha/Lincoln	-	360
<b>Subtotal</b>				<b>1,986</b>	<b>2,023</b>

# General Fund

Department	Number Approved	Name of Conference	Location	Approved Travel (01-0311)	Approved Training (01-0313)
Streets Operating	1	APWA Congress	Phoenix AZ	1,800	850
	3	General Traffic School	Spencer IA	900	-
	2	NE Concrete Paving Workshop	Lincoln NE	50	400
	1	Vector Control	North Platte NE	260	50
	4	NE APWA Spring Conference	La Vista NE	-	400
	2	APWA North American Snow Conf	Grand Rapids MI	2,540	900
	2	NE Asphalt Paving Conference	Kearney NE	400	350
	10	NE Quality Concrete Conference	Lincoln NE	-	400
	1	VISION Hi-Tech Training & Expo	Overland Park KS	650	625
	2	APWA Fall Conference	Kearney NE	510	200
	1	Automotive & Fabrication Courses	Metro CC	-	500
	4	On-line Automotive Training Course	La Vista NE	-	350
<b>Subtotal</b>				<b>7,110</b>	<b>5,025</b>
Parks	7	Parks Operation Workshops	Lincoln NE	48	350
	1	Vector Control	Grand Island NE	255	50
	8	Tree Care Workshop	Omaha NE	96	400
	8	Nebraska Turfgrass Conference	Omaha NE	96	1,040
	7	Pesticide Applicators License	Omaha NE	84	450
	2	PGMS Green Industry Conference	Louisville KY	2,860	700
	7	Industrial Sales Irrigation Class	Omaha NE	-	175
	2	Pool Operator License	Omaha NE	-	100
<b>Subtotal</b>				<b>3,439</b>	<b>3,265</b>
Recreation	3	Various Management Training/IT	Metro Area	187	1,200
	1	NRPA National Congress	Houston TX	1,635	600
	4	Local City meetings, luncheons, et	Metro Area	-	200
	1	LNMA Annual Conference	La Vista NE	-	350
<b>Subtotal</b>				<b>1,822</b>	<b>2,352</b>
Sports Complex	1	Parks & Rec Op. & Maint Workshop	Lincoln NE	12	50
	3	Irrigation Seminar	Omaha NE	-	100
	4	Nebraska Turfgrass Conference	Omaha NE	48	520
	4	Tree Care Workshop	Omaha NE	48	180
	2	Pesticide Applicator License	Omaha NE	24	120
	3	Pool Operators Class	Omaha NE	-	150
<b>Subtotal</b>				<b>132</b>	<b>1,120</b>

# General Fund

Department	Number Approved	Name of Conference	Location	Approved Travel (01-0311)	Approved Training (01-0313)
Library	1	Facilator's Training	TBA	255	595
	1	Moutain Plains Library Association	Cheyenne WY	949	150
	1	Nebraska Library Association	South Sioux City NE	426	125
	1	Nebraska Library Association	South Sioux City NE	426	125
	1	Nebraska Library Association	South Sioux City NE	426	125
	1	Nebraska Library Association	South Sioux City NE	270	65
	1	Kansas Library Association	Kansas City MO	744	150
		Miscellaneous Training and Mileage	Various Locations	359	515
	1	Miscellaneous Training	Various Locations	-	250
	1	Miscellaneous Training	Various Locations	-	200
<b>Subtotal</b>				<b>3,855</b>	<b>2,300</b>
Human Resources	3	PRIMA Conference	TBD	1,050	191
	3	IPMA	Denver CO	4,182	1,575
	3	HRAM Trainings	Local	188	675
		Trainings		-	4,500
		Performance Evaluation Training		-	15,000
<b>Subtotal</b>				<b>5,420</b>	<b>21,941</b>
ICSC	1	ICSC Annual Conference	Las Vegas NV	1,670	550
	5	ICSC Annual Conference	Las Vegas NV	7,225	2,850
<b>Subtotal</b>				<b>8,895</b>	<b>3,400</b>
<b>Total General</b>				<b>81,395</b>	<b>82,041</b>
<b>Total ICSC</b>				<b>8,895</b>	<b>3,400</b>
<b>Total General &amp; ICSC</b>				<b>90,290</b>	<b>85,441</b>

# General Fund

## Grants

Department	Agency	Account	Total Grant Expenditure	Total Grant Revenue
<b>Police</b>	NE Office of Highway Safety	Overtime - 103	\$ 25,000.00	\$ 25,000.00
	NE Office of Highway Safety	FICA - 104	\$ 1,900.00	\$ 1,900.00
	NE Office of Highway Safety	Pension	\$ 1,625.00	\$ 1,625.00
	NE Office of Highway Safety	Lidar	\$ 2,000.00	\$ 2,000.00
	NE Office of Highway Safety	Radar	\$ 2,000.00	\$ 2,000.00
	US Department of Justice	Narcotics & Vice Overtime - OCEDEF	\$ 20,000.00	\$ 20,000.00
	US Department of Justice	Narcotics & Vice FICA - OCEDEF	\$ 1,520.00	\$ 1,520.00
	US Department of Justice	Narcotics & Vice Pension - OCEDEF	\$ 1,300.00	\$ 1,300.00
	US Bureau of Justice Admin.	Bullet Proof Vests	\$ 2,500.00	\$ 2,500.00
	US Department of Justice	Safe Streets - Overtime	\$ 20,000.00	\$ 20,000.00
	US Department of Justice	Safe Streets - FICA	\$ 1,520.00	\$ 1,520.00
	US Department of Justice	Safe Streets - Pension	\$ 1,300.00	\$ 1,300.00
	US Department of Justice	Safe Streets - Cell Phone	\$ 2,900.00	\$ 2,900.00
	US Department of Justice	Safe Streets - Lease Car	\$ 13,200.00	\$ 13,200.00
	US Department of Justice	Safe Streets - Investigative Supplies	\$ 10,000.00	\$ 10,000.00
	US Dept. of Homeland Security	Joint Operations/Task Force - Overtime	\$ 12,000.00	\$ 12,000.00
	US Dept. of Homeland Security	Joint Operations/Task Force - FICA	\$ 910.00	\$ 910.00
	US Dept. of Homeland Security	Joint Operations/Task Force - Pension	\$ 780.00	\$ 780.00
<b>Sub Total Police</b>			<b>\$ 120,455.00</b>	<b>\$120,455.00</b>
<b>Parks</b>	Papio NRD Celebrate Trees	Tree Planting Program	\$ 5,000.00	\$ 5,000.00
	NE Statewide Arboretum TNT	Tree Planting Program	\$ 5,000.00	\$ 5,000.00
<b>Sub-Total Parks</b>			<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>
<b>Recreation</b>	La Vista Community Foundation	Easter Egg Hunt	\$ 1,500.00	\$ 1,500.00
	La Vista Community Foundation	Coat Drive	\$ 1,000.00	\$ 1,000.00
	La Vista Community Foundation	Four Scholarships for each of our six Recreation/Library Summer Camps	\$ 200.00	\$ 200.00
<b>Sub-Total Recreation</b>			<b>\$ 2,700.00</b>	<b>\$ 2,700.00</b>
<b>Library</b>	Nebraska Library Commission	State Aid	\$ 2,810.00	\$ 2,810.00
<b>Sub Total Library</b>			<b>\$ 2,810.00</b>	<b>\$ 2,810.00</b>

# General Fund

Special Services Bus	La Vista Community Foundation	Senior Bus Passes	\$ 600.00	\$ 600.00
<b>Sub Total Special Services Bus</b>			<b>\$ 600.00</b>	<b>\$ 600.00</b>

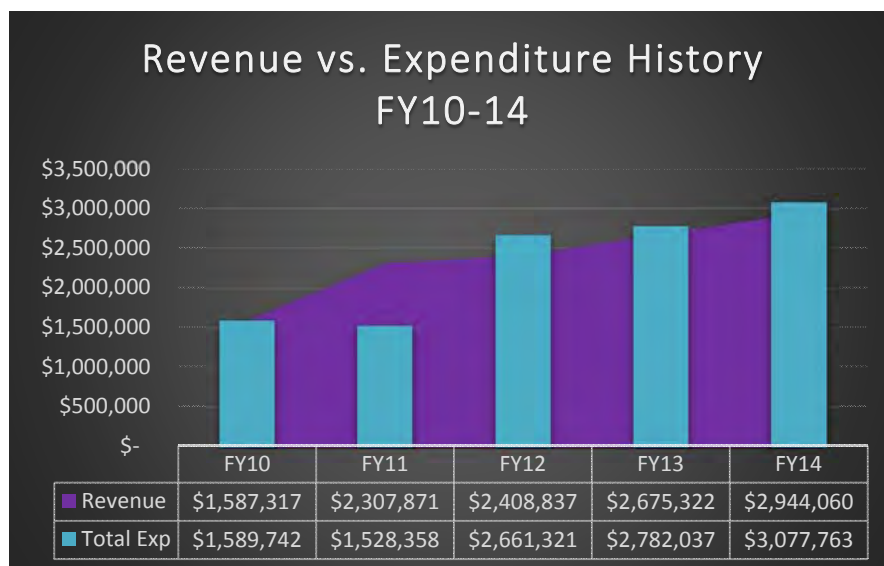
<b>TOTAL GRANTS</b>			<b>\$ 136,565.00</b>	<b>\$136,565.00</b>
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These are anticipated grants;  
therefore the expenditures are  
not authorized unless the  
grants are awarded.



## Sewer Fund

The Sewer Fund is a type of proprietary fund, which is considered an enterprise fund. Enterprise funds account for business-type activities supported largely through user charges. The main purpose of this business-like approach is to provide services to consumers at a price that will cover both the current cost of operations (expenses) and the maintenance and financing of the necessary capital assets. The primary sources of revenue for the sewer fund are tract connection fees from new users and sewer use fees. The Wastewater Service Agreement and Addendum between the City of Omaha and City of La Vista was adopted by the City Council on April 7, 2009 and was amended in January 2013. The chart below is indicative of the increasing sewer use fees as the City began collecting from subdivisions within the extraterritorial jurisdiction (ETJ) east to the interstate, in FY11 collection was expanded to include those west of the interstate, and in FY 14 for expansion to west side of 144<sup>th</sup> Street.



The fees paid to the City of Omaha to treat sewage for the City of La Vista represent 56.5% of the City's anticipated sewer expenses in FY15. The City of Omaha bills the City of La Vista for treating sanitary sewage and is proposing rate increases through 2018 between 9% and 10% per year.

The current billing rates were last formally reviewed in 2009 and a rate schedule was established increasing sewer use fees at the rate of 8% annually through FY14. The recently completed rate study has shown that continuing with the current rate schedule will not provide sufficient revenue to meet the needs of the system for FY15 through FY19. The Mayor and City Council accepted the Rate Study's recommendation to increase annual rates by 10% annually for all classes of sewer customers with the exception of transitioning the format of billing multi-family customers. The Rate Study recommended a transition in the fees for multi-family sewer users so that by FY19 those customers can be billed through the MUD billing system and eliminating manual billing by City staff. This will position the City to favorably accommodate changes in the projections and to reduce abrupt rate changes in the future. Modifications to the sewer fund budget are also being recommended to reduce the 70/30 split with the General Fund for Administrative Services, Administration, Streets Administration and Human Resources to 75/25. This will reduce expenditures in the fund by approximately \$80,000. (*The salary and benefits*

# Sewer Fund

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*of the Assistant Public Works Director/City Engineer; Secretary; and Intern are split 50/50 between Streets Administration and Sewer Administration). Another expenditure reduction of approximately*

\$95,000 relates to eliminating a transfer to the General fund for Information Technology expenses as has been done in the past.

The capital request of \$60,000 is to replace the easement machine that was purchased in 1999. The equipment is very top heavy which makes it a safety concern. The technology of the newer machines have improved by making them wider and more stable. They are also more accessible in wet conditions and easier on the grass.

As noted in prior years, the City's sewer infrastructure is beginning to show its age and it is anticipated that significant repair/reconstruction will be required in the future. In anticipation of this, in FY12 the City established a Sewer Replacement Reserve of \$300,000. Ideally, funds in excess of a 25% cash reserve would be put into the reserve annually. The recommendation to add \$50,000 per year to the reserve will increase the reserve to \$350,000 in FY15. However, the City's Capital Improvement Program has anticipated a rehabilitation project for this area ranges in cost from \$3 to \$4 million dollars. The reserve will be unable to fund this project. In addition there are several small pieces of the sewer system that are found each year in need of rehabilitation. In order to begin addressing these needs the Rate Study is recommending an annual expenditure to be anticipated. The Rate Study recommendations a \$2.9 million bond issue with a yearly payment of \$200,000. The study took into account various rate scenarios and found that a \$200,000 payment could be supported if bond payments are assumed to begin in 2018 and if rates are increased sufficiently to cover this expense. Nevertheless, funding recommendations will be reviewed and determined annually based on current conditions.



# Sewer Fund

## Sewer Fund Summary

	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>Balance Forward</b>	1,077,249	697,362	888,075	<b>1,237,171</b>
<b>Revenues</b>				
Sewer Serv. Chges. Billed	194,529	223,063	234,755	<b>258,231</b>
User Fee	2,052,555	2,136,911	2,557,023	<b>2,812,725</b>
NE Tax Coll. Fee	289	336	200	<b>200</b>
Late Charges	-	-	-	-
Serv Charge/Hook Up Fees	131,070	287,104	125,000	<b>100,000</b>
State Grants	24,082	24,082	24,082	<b>24,082</b>
Miscellaneous	3,159	529	-	-
Interest on Investments	3,155	3,298	3,000	<b>3,000</b>
<b>Total Revenues</b>	2,408,838	2,675,322	2,944,060	<b>3,198,238</b>
<b>Funds Available</b>	3,486,087	3,372,684	3,832,135	<b>4,435,409</b>
<b>Expenditures</b>				
Salary & Benefits	683,211	731,944	813,970	<b>778,176</b>
Operating	1,463,766	1,714,092	2,103,734	<b>2,430,703</b>
Capital	214,344	36,000	20,000	<b>60,000</b>
<b>Total Expenditures</b>	2,361,321	2,482,037	2,937,704	<b>3,268,879</b>
<b>Transfers Out</b>				
Inter-Fund Transfers	-	-	36,000	<b>28,000</b>
<b>Sewer Replacement Reserve</b>	300,000	300,000	300,000	<b>350,000</b>
<b>Ending Balance</b>	824,765	890,648	858,431	<b>1,088,530</b>

# Sewer Fund

## Sewer Administration

	<b>FY12 Actual</b>	<b>FY13 Actual</b>	<b>FY14 Budget</b>	<b>FY15 Adopted</b>
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	257,984	278,550	321,808	<b>310,418</b>
Salaries - Part-Time	11,268	17,436	21,524	<b>18,365</b>
Overtime Salaries	886	2,674	1,264	<b>888</b>
FICA	19,622	21,721	26,356	<b>25,231</b>
Insurance Charges	29,367	32,432	39,580	<b>30,191</b>
Other Personnel Services	-	-	-	-
Pension	13,201	14,480	16,653	<b>14,878</b>
Pension/ICMA	2,331	2,396	2,562	<b>3,811</b>
Self Insurance Expense	-	-	-	-
<b>Total Personnel Services</b>	<b>334,660</b>	<b>369,690</b>	<b>429,747</b>	<b>403,782</b>
<b>COMMODITIES</b>				
Inter-Fund Transfers				
Office Supplies	3,720	4,342	3,786	<b>3,079</b>
Books and Periodicals	146	128	429	<b>311</b>
Food Supplies	-	16	107	<b>79</b>
Wearing Apparel	25	-	-	-
Motor Vehicle Supplies	-	-	-	-
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>3,892</b>	<b>4,486</b>	<b>4,322</b>	<b>3,469</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	505	852	1,286	<b>1,608</b>
Telephone	1,842	1,830	2,211	<b>1,636</b>
Professional Services-Other	461	4,534	1,950	<b>1,625</b>
Utilities	7,242	7,432	7,860	<b>6,747</b>
Insurance & Bonds	-	-	-	-
Rentals	-	-	-	-
Car Allowance	1,620	1,812	1,548	<b>1,830</b>
Legal Advertising	293	324	300	<b>375</b>
Printing	774	785	1,304	<b>1,087</b>
Dues and Subscriptions	1,762	1,871	2,254	<b>2,268</b>
Travel Expense	3,047	6,132	11,468	<b>9,246</b>
Uniform Cleaning	-	-	-	-
Training Assistance	6,992	3,219	9,739	<b>11,867</b>
Other Contractual Services	11,088	8,373	21,978	<b>7,641</b>
Prof Services-Auditing	14,610	13,019	15,900	<b>12,538</b>
Professional Services-Legal	23,040	49,555	40,714	<b>31,607</b>
<b>Total Contractual Services</b>	<b>73,275</b>	<b>99,738</b>	<b>118,512</b>	<b>90,075</b>

# Sewer Fund

Sewer Administration				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Building and Grounds	-	11	-	-
Machine Equip & Tool Maint	-	-	-	-
Vehicle Maintenance	-	-	-	-
<b>Total Maintenance</b>	-	11	-	-
<b>OTHER CHARGES</b>				
Other Charges	5,205	8,936	8,754	8,345
Refunds/Judgements	-	-	-	-
County Treasurer Fee	-	-	-	-
Financial Lending Bond Fees	-	-	-	-
"Fee" Expense	-	-	-	-
<b>Total Other Charges</b>	5,205	8,936	8,754	8,345
<b>CAPITAL OUTLAY</b>				
Office Equipment	-	-	-	-
Other Capital Outlay	-	-	-	-
<b>Total Capital Outlay</b>	-	-	-	-
<b>Total Sewer Administration</b>	17,031	482,862	561,335	505,671

# Sewer Fund

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## 2-41 Sewer Administration

The Administration, Administrative Services and Human Resources budgets are partially funded by the Sewer Administration budget. The line items below fund 25% of the total of these same line items in the budgets mentioned above.

### Budget Line Item

#### **101 Full Time Salaries**

This line item provides partial funding for full time positions. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102 Part Time Salaries**

This line item provides partial funding for part time and seasonal positions.

#### **103 Overtime**

This line item provides partial funding for overtime expenditures. Overtime is approved on an as-needed basis.

#### **104 FICA**

This is a mandatory withholding match that is a fixed percentage of salaries.

#### **105 Insurance Charges**

This line item partially funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107 Civilian Pension**

This line item partially funds the City's portion of employee pension contributions.

#### **201 Office Supplies**

This line item partially funds miscellaneous office supplies including copy machine and postage meter supplies.

#### **202 Books and Periodicals**

This line item partially funds the purchase of books and periodicals including new NE Revised Statute books.

#### **203 Food Supplies**

This line item partially funds any food supplies purchased for meetings, etc.

#### **204 Wearing Apparel**

No funding requested in this line item.

**205 Motor Vehicle Supplies**

No funding requested in this line item.

**211 Other Commodities**

No funding requested in this line item.

**301 Postage**

This line item partially funds the mailing of the City Newsletter and other general mailing expenses.

**302 Telephone**

This line item partially funds telephone services.

**303 Professional Services - Other**

This line item partially funds services such as employee drug testing, engineering services and any additional professional services.

**304 Utilities**

This line item partially funds all utility costs. An across-the-board increase of 3% was requested this year for all utilities.

**308 Legal Advertising**

This line item partially funds advertising costs for employment positions and legal notices.

**309 Printing**

This line item provides partial funding for printing the City Newsletter, letterhead and stationary, and other miscellaneous printing projects.

**310 Dues and Subscriptions**

This line item partially funds professional memberships and certifications for employees as well as subscriptions.

**311 Travel Expenses**

This line item partially funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs.

**312 Towel/Cleaning Service**

No funding requested in this line item.

**313 Training**

This line item partially funds all training course registrations costs and seminar costs.

**314 Contractual Services**

This line item partially funds on-going service contracts and contracts associated with special projects.

**321 Professional Services – Legal**

This line item partially funds legal fees.

# Sewer Fund

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## **505     Other Charges**

This line item partially funds the purchase of supplies that do not logically fall into any one of the scheduled accounts and other miscellaneous expenses.

# Sewer Fund

## Sewer Operations

	<b>FY12 Actual</b>	<b>FY13 Actual</b>	<b>FY14 Budget</b>	<b>FY15 Adopted</b>
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	237,859	251,863	239,911	<b>240,084</b>
Salaries - Part-Time	16,807	12,889	28,713	<b>29,071</b>
Overtime Salaries	9,757	5,811	12,102	<b>12,062</b>
FICA	19,393	19,753	21,542	<b>21,596</b>
Insurance Charges	49,887	56,479	66,783	<b>55,531</b>
Other Personnel Services	-	-	-	-
Pension	14,849	15,460	15,172	<b>16,050</b>
Pension/ICMA	-	-	-	-
Self Insurance	-	-	-	-
<b>Total Personnel Services</b>	<b>348,552</b>	<b>362,254</b>	<b>384,223</b>	<b>374,394</b>
<b>COMMODITIES</b>				
Inter-Fund Transfers			36,000	<b>28,000</b>
Office Supplies	152	196	200	<b>200</b>
Food Supplies	57	38	100	<b>100</b>
Wearing Apparel	1,195	1,045	1,400	<b>1,580</b>
Motor Vehicle Supplies	24,403	25,710	25,639	<b>25,639</b>
Maint/Lab/Med Tool Supply	711	601	1,000	<b>1,000</b>
Janitor Supplies	290	293	200	<b>200</b>
Chemical Supplies	6,403	8,306	8,500	<b>8,500</b>
Welding Supplies	674	513	700	<b>700</b>
Other Commodities	-	-	-	-
<b>Total Commodities</b>	<b>33,884</b>	<b>36,702</b>	<b>73,739</b>	<b>65,919</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	414	703	675	<b>675</b>
Telephone	-	93	-	<b>480</b>
Professional Services-Other	4,189	890	2,664	<b>2,814</b>
Utilities	3,242	4,554	9,000	<b>9,270</b>
Insurance and Bonds	17,053	120,926	130,000	<b>155,000</b>
Rentals	-	-	-	-
Legal Advertising	-	-	150	<b>150</b>
Printing	2,087	2,250	2,325	<b>2,348</b>
Dues and Subscriptions	10	10	120	<b>40</b>
Travel Expense	4,413	4,740	6,064	<b>9,366</b>
Towel and Cleaning Services	1,246	939	1,500	<b>1,500</b>
Training Assistance	1,838	1,530	2,395	<b>2,895</b>
Other Contractual Services	1,139,949	1,352,308		<b>1,992,684</b>
Prof Services-Auditing	6,000	4,339	5,000	<b>4,850</b>
Professional Services-Legal	36,153	1,240	15,000	<b>15,000</b>
<b>Total Contractual Services</b>	<b>1,316,594</b>	<b>1,494,522</b>	<b>1,845,506</b>	<b>2,197,072</b>

# Sewer Fund

Sewer Operations				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Building and Grounds	6,147	8,427	13,300	10,500
Sanitary Sewers	569	4,479	7,527	4,527
Machine Equip and Tool Maint.	4,017	7,167	5,509	5,509
Motor Vehicle Maintenance	11,878	11,132	13,030	13,030
Radio Maintenance	1,444	576	1,500	1,500
Other Maintenance	-	-	-	-
<b>Total Maintenance</b>	<b>24,055</b>	<b>31,782</b>	<b>40,866</b>	<b>35,066</b>
<b>OTHER CHARGES</b>				
Other Charges	31	128	150	150
<b>Total Other Charges</b>	<b>31</b>	<b>128</b>	<b>150</b>	<b>150</b>
<b>CAPITAL OUTLAY</b>				
Office Equipment				
Motor Vehicles	208,800	-	-	-
Other Capital Outlay	5,544	36,000	20,000	60,000
<b>Total Capital Outlay</b>	<b>214,344</b>	<b>36,000</b>	<b>20,000</b>	<b>60,000</b>
<b>Total Sewer Operations</b>	<b>1,937,460</b>	<b>1,961,388</b>	<b>2,364,484</b>	<b>2,732,601</b>



## 02-42 Sewer Maintenance

### Budget

### Line Item

#### 101 Full Time Salaries

This line item provides funding for six full time positions. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### 102 Part Time Salaries

This line item provides funding for two part time and two seasonal positions with a full time equivalent of 2.08. Funding requested at same level as last year.

#### 103 Overtime

This line item provides overtime funding for six full-time positions. Overtime is approved on an as-needed basis. The major contributing factor to overtime is snow removal operations. Overtime is also needed during La Vista Days, sewer plugs and occasional emergency call-outs from dispatch.

#### 104 FICA

This is a mandatory withholding match that is a fixed percentage of salaries.

#### 105 Insurance Charges

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### 107 Civilian Pension

This line item funds the City's portion of employee pension contributions.

#### 201 Office Supplies

This line item funds supplies used in the front office, Sewer Foreman's office and general use by hourly employees. Funding requested at same level as last year.

#### 203 Food Supplies

This line item funds two breakfast meetings with supervisory staff and the City Engineer. Funding requested at same level as last year.

#### 204 Wearing Apparel

This line item funds the purchase of safety boots, safety shirts, rain gear, and safety equipment for six full time, one part time and two seasonal employees. Requesting an additional \$180 for an increase in the boot allowance; \$30 for six employees.

# Sewer Fund

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## 02-42 Sewer Maintenance

### 205 Motor Vehicle Supplies

This line item funds the purchase of fuel, oil, anti-freeze and tires for 8 vehicles and 12 pieces of equipment. Funding requested at same level as last year.

### 206 Lab and Maintenance Supplies

This line item funds the purchase of replacement tools and equipment such as power tools, mechanic tools, sewer tools, shovels, rakes and all other construction related tool requirements. Funding requested at same level as last year.

### 207 Janitorial Supplies

This line item funds paper products and cleaning supplies for the Sewer Shop. Funding requested at same level as last year.

### 208 Chemical Supply

This line item is for the purchase of chemical products used to treat sanitary sewer lines and related right-of-way areas. Funding requested at same level as last year.

### 209 Welding Supplies

This line item funds welding supplies to maintain 8 vehicles and 12 pieces of equipment in addition to any building and grounds repairs. Funding requested at same level as last year.

### 211 Other Commodities

No request for funding in this line item.

### 301 Postage

This line item covers the sewer operating share of mailing the City Newsletter and general mailing. Funding requested at same level as last year.

### 302 Telephone

This line item covers the access to the internet for One Call and GIS mapping. Ongoing-increase of \$480.00 requested for hot spot service for the iPad.

### 303 Professional Services - Other

This line item funds the State of Nebraska fuel tank registration, employee drug testing, engineering services and any additional professional services. Ongoing increase of \$150.00 requested for Comp Choice quarterly charge.

### 304 Utilities

This line item funds natural gas and electricity service for the sewer shop and old sewer treatment plant. Ongoing increase of \$270.00 requested due to rate increase of 3%.

### 308 Legal Advertising

This line item funds advertising for seasonal employment positions. Funding requested at same level as last year.

## **02-42 Sewer Maintenance**

### **309 Printing**

This line item provides funding for printing the City Newsletter, letterhead and stationary. Funding requested at same level as last year.

### **310 Dues and Subscriptions**

This line item funds the professional memberships and certifications for 6 full time employees. Examples include Nebraska Pesticide Applicators License and Water Operators License. Funding requested is a slight decrease from last year.

### **311 Travel Expenses**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. One-time increase of \$3,200.00 is requested for travel, lodging and meals for 2 employees to attend training for CUES camera repair. Ongoing request of \$102 for travel price adjustments.

### **312 Towel/Cleaning Service**

This line item funds the laundering of Public Works uniforms. Funding requested at same level as last year.

### **313 Training**

This line item includes all training courses and seminar costs. One-time increase of \$100.00 is requested for training on repairing the CUES camera equipment. Ongoing request of \$400 for recertification of Metam Sodium license for four employees.

### **314 Contractual Services**

This line item funds contracts for the following services: City of Omaha sewer treatment; Heritage Crystal Clean; Papillion Sanitation; Simplex Grinnel; Sarpy County 800 MHz; One Call; Cummings Generator Inspection and vehicle loan payment. Requesting additional \$412,371 for sewer treatment in conjunction with City of Omaha rate increases and expansion of the City's ETJ, as well as additional sewer accounts from anticipated development. Additionally, computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **321 Professional Services – Legal**

Funding requested at same level as last year.

### **401 Building and Grounds**

Funds in this line item are used for the repair and maintenance of the sewer shop and old sewer treatment building. Funding requested is a decrease from last year.

### **405 Sanitary Sewer Maintenance**

This line item provides funding for the repair and maintenance of the sanitary sewer system. Funding requested is a decrease from last year.

# Sewer Fund

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## 02-42 Sewer Maintenance

### 409 Machine – Equipment and Tool Maintenance

This line item funds the repair, maintenance and replacement of maintenance tools and equipment such as marking paint, pry bars, blowers and generators. Funding requested at same level as last year.

### 410 Motor Vehicle Maintenance

This line item funds replacement parts for 8 vehicles and 12 pieces of equipment. Funding requested at same level as last year.

### 411 Radio Maintenance

This line item funds the repair and maintenance of the radio system. Funding requested at same level as last year.

### 505 Other Charges

This line item funds the purchase of supplies that do not logically fall into any one of the scheduled accounts such as expenses for the annual employee appreciation dinner. Funding requested at same level as last year.

### 618 Other Capital

#### Easement Machine - \$60,000

We currently co-own (shared with the City of Papillion) a 1999 Sewer Caddy Easement Machine, which is used mainly to clean the sanitary sewer lines that run through the golf course. This is typically done once or twice a year. It is also used at various locations throughout the City where sewer lines cannot be reached with our trucks. This machine is very top heavy and can tip over quite easily, making it dangerous to operate. When it is used at the golf course extreme caution must be taken on side hills due to the danger of tipping. The technology of the new easement machines is much improved. They are made with extendable tracks, which increase the stability and results in much lower contact pressure. This is important for accessibility during wet conditions and results in less damage to park or golf course surfaces. The probability of tipping is greatly reduced and employee safety is enhanced. The new machines can also pass through narrower openings than our current machine. In the Val Vista, Mayfair, Cimarron Woods and Portal Ridge subdivisions sanitary outfall sewers follow existing drainage ways through outlot and park areas that are not always accessible to truck-mounted equipment.

## Sewer Fund

Storm Water Management				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
OTHER CHARGES				
Other Charges	6,830	37,787	47,885	58,607
Total Storm Water Management	6,830	37,787	47,885	58,607

# Sewer Fund

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## 02-43 Storm Water Management

### Budget

### Line Item

#### 505 Other Charges

This account was created to manage grant funding made available by the Nebraska Department of Environmental Quality (NDEQ) for implementation of the Storm Water Management Plan (SWMP) for the City of La Vista. These funds must be used only for implementation of the SWMP. These funds may not be used for normal operation and maintenance or flood control. The City is required to provide a 20% match for all grant funding. The City received a grant for \$19,884.00 in 2006; \$25,000 in 2007; \$27,980 in 2008; \$27,389 in 2009, \$26,154 in 2010, \$24,082 in 2011 and \$24,082 in 2012. Public Works will be applying for a \$24,082 grant in 2013. Funds are currently being used to finance activities associated with the Papillion Creek Watershed Partnership (PCWP). Projects which have been completed to date include: conducting an inventory of the entire storm water system and placing it onto a GIS overlay; storm drain stenciling program to prevent illegal dumping in catch basins and curb inlets; installation of a storm water trash and debris separator on a storm line that dumps into the golf course lake; purchase of a GIS handheld unit for collecting data internally, and purchase of automatic vehicle locating systems to track application of deicing chemicals and street sweeping. Future projects may include the installation of several more debris separators, the purchase of I-Pads for field work, the equipping of the sewer camera truck with access to the Sarpy GIS system to access sewer maps for information and updating, installation of a sediment/grit trap at Public Works to improve water quality of runoff from wash down activities, and other activities in our Storm Water Management Plan.

# Sewer Fund

## Travel & Training

Department	Number Approved	Name of Conference	Location	Approved Travel (01-0311)	Approved Training (01-313)
Sewer Operating	6	Pre-Fall Conference	Kearney NE	648	240
	6	APWA, AWWA, NWEA Fall Conference	Kearney NE	1,404	810
	6	LNW Wastewater Operations Snow Ball Conference	TBA	704	450
	2	Pumper Expo	Indianapolis IN	3,160	100
	6	Pesticide Applicator Training	Omaha NE	72	360
	4	Metam Sodium License	Kansas City KS	60	600
	1	AWWA Conference	Kearney NE	118	135
	2	Pool Operator License	Omaha NE	-	100
	2	CUES Camera Repair Training	Orlando FL	3,200	100
Subtotal				9,366	2,895

# Sewer Fund

Grants				
Department	Agency	Account	Total Grant Expenditure	Total Grant Revenue
Storm Water Management	NE Dept of Environmental Quality Storm Water Management Grant	Papio Partnership Fees & various efforts to improve storm water quality per management plan. Requires local match of \$4,816. Funds released in December and available for 18 months.	\$ 24,082.00	\$ 24,082.00
Subtotal			\$ 24,082.00	\$ 24,082.00
TOTAL GRANTS			\$ 24,082.00	\$ 24,082.00

These are anticipated grants; therefore the expenditures are not authorized unless the grants are awarded.



# Sewer Fund

## Grants

Department	Agency	Account	Total Grant Expenditure	Total Grant Revenue
<b>Storm Water Management</b>	NE Dept of Environmental Quality Storm Water Management Grant	Papio Partnership Fees & various efforts to improve storm water quality per management plan  Requires local match of \$4816. Funds get released in December and are available for 18 months to use.	\$ 24,082.00	\$ 24,082.00
<b>Sub-Total Storm Water Management</b>			<b>\$ 24,082.00</b>	<b>\$ 24,082.00</b>
<b>TOTAL GRANTS</b>			<b>\$ 24,082.00</b>	<b>\$ 24,082.00</b>

These are anticipated grants; therefore the expenditures are not authorized unless the grants are awarded.

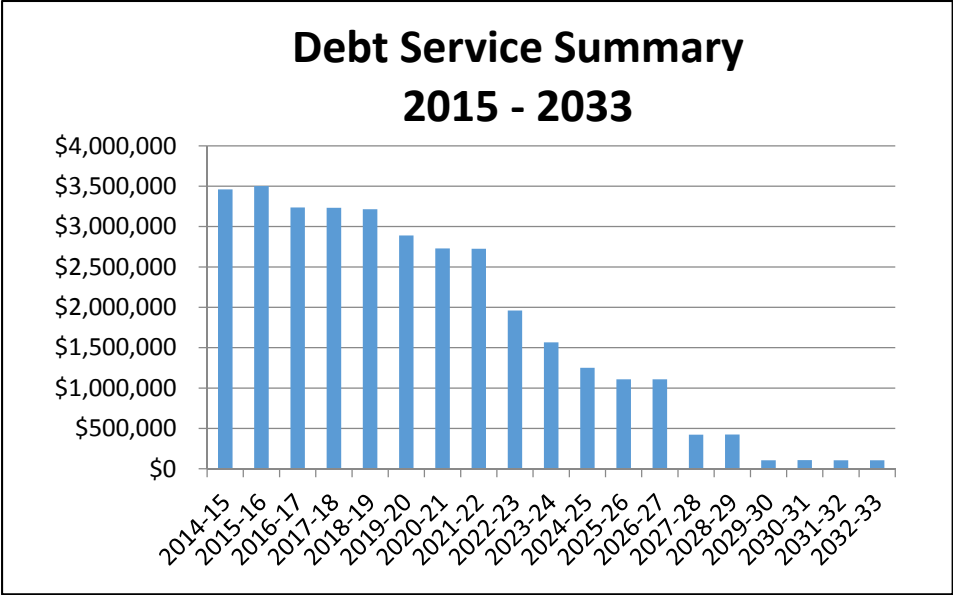


# Debt Service Fund

The Debt Service Fund includes revenue from one-half of one percent local option sales tax which amounts to \$1,200,000. This is based on collecting \$300,000/month in sales and use taxes. (\$100,000 of the City’s projected sales tax goes into the Debt Service Fund to cover the cost of major street improvements and other capital improvements). As noted in the General Fund narrative, this is a conservative estimate which takes into account the unknown impacts of the State of Nebraska’s economic development incentive program. In FY14 the City went without receiving sales and use tax receipts for five months.

Note: the additional ½% sunsets in May 2025 unless reauthorized by the voters.

Also included in the FY15 budget is a six cent property tax levy which is estimated to generate \$761,451 based on the valuation of \$1,269,085,286. The six cent levy remains consistent with FY13 and FY14. The City’s bond rating by Moody’s Investors Service is A1. The City’s annual debt payments peak in FY16 as shown below.



# Debt Service Fund

Debt Service Fund Summary				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>Balance Forward</b>	5,941,366	4,912,470	4,967,720	3,725,063
<b>Revenues</b>				
Real Estate Tax	495,603	600,554	746,380	761,451
Personal Property Tax	-	-	-	-
Back Year Taxes All Types	5,169	2,991	1,000	1,000
Homestead Exemption	12,227	15,070	-	-
Motor Vehicle Tax	-	-	-	-
Sales Tax	1,490,464	1,999,787	304,305	1,200,000
Real Estate Tax Credit	16,635	19,090	-	-
Motor Vehicle ProRate	1,509	1,768	100	100
In Lieu of Tax	18,196	25,748	-	-
Transfer from SIDs	-	604,832	-	-
Other Revenue	-	-	-	-
Interest Income	16,798	9,328	20,000	10,000
Special Assessment-Interest	94,325	82,290	75,000	75,000
Refinancing Bonds	-	-	-	-
Bond Proceeds	8,915,000	-	-	-
Special Assessment-Principal	117,338	140,472	250,000	250,000
Reimbursement - PFD	-	-	-	526,438
<b>Total Revenues</b>	11,183,264	3,501,930	1,396,785	2,823,989
<b>Transfers In</b>				
Lottery Transfer	659,430	701,934	626,331	288,013
<b>Funds Available</b>	17,784,060	9,116,334	6,990,836	6,837,065
<b>Expenditures</b>				
Professional Services	-	-	-	-
Debt Service - Bond Principal	11,090,511	2,810,175	2,795,000	2,710,000
Debt Service - Bond Interest	1,151,393	834,807	760,648	816,726
Warrant/BAN Principal	-	-	-	-
Warrant/BAN Interest	-	-	-	-
County Treasurer Fees	8,179	9,377	15,000	15,000
Reserve/Bond Payment	-	-	-	-
Financial/Legal Fees	116,293	6,994	75,000	75,000
Debt Payment- PFD	-	-	-	298,476
<b>Total Expenditures</b>	12,366,375	3,661,353	3,645,648	3,915,202
<b>Transfers Out</b>				
Inter-Fund Transfers-CIP	530,752	165,591	590,400	941,589
OSP Transfer	-	-	-	-
EDP Transfer	-	-	300,000	-
<b>Total Transfers Out</b>	530,752	165,591	890,400	941,589
<b>Balance Forward</b>	4,886,933	5,289,390	2,454,788	1,980,274

# Debt Service Fund

<b>\$1.370M Public Safety Bonds</b>				<b>\$2.6M Bonds (SID 59)</b>			<b>\$990,000 Highway Allocation Bonds</b>		
<b>Dated December 21, 2007</b>				<b>Dated July 1, 2009</b>			<b>Dated September 19, 2008</b>		
<b>FISCAL YEAR</b>	<b>PRINCIPAL</b>	<b>COUPON</b>	<b>INTEREST</b>	<b>PRINCIPAL</b>	<b>COUPON</b>	<b>INTEREST</b>	<b>PRINCIPAL</b>	<b>COUPON</b>	<b>INTEREST</b>
2015	85,000	3.80000	36,190	260,000	3.10000	49,580	40,000	4.00000	38,813
2016	90,000	3.80000	32,865	270,000	3.30000	41,520	40,000	4.50000	37,113
2017	95,000	3.95000	29,279	280,000	3.50000	32,610	40,000	4.50000	35,313
2018	95,000	4.30000	25,526	295,000	3.70000	22,810	45,000	4.50000	33,400
2019	100,000	4.30000	21,500	305,000	3.90000	11,895	45,000	4.75000	31,319
2020	105,000	4.30000	17,093				50,000	4.75000	29,063
2021	110,000	4.30000	12,470				50,000	4.75000	26,688
2022	115,000	4.30000	7,633				55,000	5.00000	24,125
2023	120,000	4.30000	2,580				55,000	5.00000	21,375
2024							60,000	5.00000	18,500
2025							60,000	5.00000	15,500
2026							65,000	5.00000	12,375
2027							70,000	5.00000	9,000
2028							70,000	5.00000	5,500
2029							75,000	5.00000	1,875
	<u>915,000</u>		<u>185,135</u>	<u>1,410,000</u>		<u>158,415</u>	<u>820,000</u>		<u>339,956</u>

<b>\$3.05M Police Refunding Bonds</b>				<b>\$8.32M V P Refunding Bonds</b>			<b>\$8.915M Refunding Bonds</b>		
<b>Dated November 1, 2009</b>				<b>Dated November 2009</b>			<b>Dated June 30, 2012</b>		
<b>FISCAL YEAR</b>	<b>PRINCIPAL</b>	<b>COUPON</b>	<b>INTEREST</b>	<b>PRINCIPAL</b>	<b>COUPON</b>	<b>INTEREST</b>	<b>PRINCIPAL</b>	<b>COUPON</b>	<b>INTEREST</b>
2015	220,000	2.85000	68,013	595,000	2.50000	170,728	875,000	0.00650	146,026
2016	235,000	3.10000	61,235	615,000	2.50000	155,603	900,000	0.00800	139,583
2017	240,000	3.35000	53,573	625,000	2.75000	139,321	685,000	0.00900	132,900
2018	245,000	3.45000	45,326	640,000	3.00000	121,128	700,000	0.01200	125,618
2019	255,000	3.60000	36,510	650,000	3.20000	101,128	705,000	0.01450	116,306
2020	265,000	3.75000	26,951	660,000	3.30000	79,750	715,000	0.01700	105,118
2021	275,000	3.90000	16,620	520,000	3.45000	59,803	730,000	0.01900	92,105
2022	285,000	3.95000	5,629	535,000	3.55000	41,336	740,000	0.02100	77,400
2023				560,000	3.65000	21,620	280,000	0.02250	66,480
2024				300,000	3.80000	5,700	285,000	0.02400	59,910
2025							290,000	0.02550	52,793
2026							305,000	0.02700	44,978
2027							310,000	0.02800	36,520
2028							320,000	0.02900	27,540
2029							330,000	0.03000	17,950
2030							95,000	0.03250	11,456
2031							100,000	0.03250	8,288
2032							100,000	0.03250	5,038
2033							105,000	0.03250	1,706
	<u>2,020,000</u>		<u>313,856</u>	<u>700,000.00</u>		<u>896,115</u>	<u>6,330,000</u>		<u>1,267,713</u>

# Debt Service Fund

<b>\$4.975M Fire Facility Refunding Bonds</b>				<b>\$3.645M Refunding Bonds</b>			<b>\$1.55M Refunding Bonds (SID195)</b>		
<b>Dated July 15, 2011</b>				<b>Dated June 30, 2011</b>			<b>Dated April 15, 2011</b>		
FISCAL									
YEAR	PRINCIPAL	COUPON	INTEREST	PRINCIPAL	COUPON	INTEREST	PRINCIPAL	COUPON	INTEREST
2015	270,000	2.20000	135,248	235,000	2.00000	92,335	95,000	2.50000	49,123
2016	275,000	2.45000	128,909	240,000	2.20000	87,345	105,000	2.75000	46,748
2017	290,000	2.50000	121,915	205,000	2.30000	82,348	105,000	3.05000	43,860
2018	295,000	2.40000	114,750	205,000	2.40000	77,530	105,000	3.35000	40,658
2019	300,000	2.80000	107,010	210,000	2.70000	72,235	110,000	3.60000	37,140
2020	310,000	3.05000	98,083	215,000	2.95000	66,229	115,000	3.85000	33,180
2021	320,000	3.25000	88,155	225,000	3.15000	59,514	115,000	4.05000	28,753
2022	330,000	3.45000	77,263	230,000	3.35000	52,118	125,000	4.25000	24,095
2023	340,000	3.60000	65,450	235,000	3.50000	44,153	130,000	4.45000	18,783
2024	355,000	3.75000	52,674	245,000	3.65000	35,569	135,000	4.65000	12,998
2025	365,000	3.90000	38,900	255,000	3.80000	26,253	140,000	4.80000	6,720
2026	380,000	4.05000	24,088	260,000	3.95000	16,273			
2027	395,000	4.15000	8,196	275,000	4.05000	5,569			
	<u>1,740,000</u>		<u>1,060,639</u>	<u>1,310,000</u>		<u>717,468</u>	<u>1,280,000</u>		<u>342,055</u>

# Capital Fund

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The Capital Improvement Program (CIP) is a multi-year planning tool similar to the One & Six Year Road Plan. Projects approved through the CIP process are included in the Capital Fund budget. Each year Council is asked to approve the first year of the CIP in conjunction with the annual budget.

A majority of the FY14 CIP projects were carried over to FY15. Many of these projects have already been started or have other funding sources such as grants or federal programs to which we have committed. Some FY 2014 projects were held up due to the unpredictability of sales tax revenues resulting from unknown state incentives. Other carryovers are due to projects being spread out over multiple years and construction delays.

In addition to the carryover projects, the Capital Budget for FY15 includes funding for a multitude of much needed facility improvement projects. These projects will be funded through a bond issue. Other projects include Business Continuity which is the former project labeled IT Disaster Recovery, finalizing the Quiet Zone project at Southport West, short term improvements to 66<sup>th</sup> St., Adaptive Signals for 84<sup>th</sup> St., a new traffic signal at 96<sup>th</sup> and Robin Plaza, and design work for a new sidewalk on Harrison St. from 108<sup>th</sup> to 110<sup>th</sup> St.

As proposed, project requests for FY15 total \$4,185,089 with funding from a variety of sources. The facility improvement projects, which would be funded by the bond issue, total \$848,500. The City's portion of the Thompson Creek project, the Hell Creek project, the West Papio Trail project and all of the streets projects would be funded either completely or in part with sales tax dollars that are earmarked for street and other capital improvements (\$941,589). The Lottery Fund would pay for project costs totaling \$292,000, which includes the Business Continuity plan, new financial software, and the final phase of the radio replacement. The General Fund will finance the Comprehensive Plan Update in the amount of \$150,000. Funding through grants, MAPA and inter-agency transfers will provide \$1,767,000 in funding for the Thompson Creek channel improvements, City Hall parking lot improvements, finalizing the quiet zone at Southport West, and a portion of the new traffic signal at Eastport Parkway and Harrison St. The traffic signal at 96<sup>th</sup> & Robin Plaza (\$153,000) and the initial phase of the Harrison Street sidewalk project (\$5,000) will be funded through Special Assessments. The Sewer Fund will provide \$16,000 in funding for the lining of the 69<sup>th</sup> St. Sanitary Sewer.

# Capital Fund

## Capital Improvement Program Fund Summary

	<b>FY12 Actual</b>	<b>FY13 Actual</b>	<b>FY14 Budget</b>	<b>FY15 Adopted</b>
<b>Revenues</b>				
Grants	1,019,584	672,770	1,178,135	<b>1,696,500</b>
Inter-Agency	140,715	337,880	75,000	<b>70,500</b>
Special Assessment	-	-	-	<b>158,000</b>
Bond Proceeds	-	-	-	-
Interest Income	-	-	-	-
<b>Total Revenues</b>	<b>1,160,298</b>	<b>1,010,650</b>	<b>1,253,135</b>	<b>1,925,000</b>
<b>Transfers In</b>				
Sales Tax (Debt Service)	530,752	165,591	590,400	<b>941,589</b>
Lottery Transfer	123,665	89,400	449,093	<b>292,000</b>
Lottery Transfer/Bond	-	-	-	<b>848,500</b>
Sewer Fund Transfer	-	-	36,000	<b>28,000</b>
General Fund Transfer	102,167	50,000	200,000	<b>150,000</b>
<b>Total Transfers In</b>	<b>756,584</b>	<b>304,991</b>	<b>1,275,493</b>	<b>2,260,089</b>
<b>Total Available</b>	<b>1,916,882</b>	<b>1,315,641</b>	<b>2,528,628</b>	<b>4,185,089</b>
<b>Expenditures</b>				
Streets	445,418	771,704	358,785	<b>1,041,089</b>
Parks	892,672	126,336	1,484,750	<b>2,168,000</b>
Buildings & Grounds	-	-	-	-
Sewer	-	78,438	36,000	<b>58,000</b>
Golf	-	-	-	<b>6,000</b>
Recreation	-	-	-	-
Public Works	-	-	-	<b>222,000</b>
Information Technology	-	-	70,149	<b>420,000</b>
Public Safety	-	-	-	-
Other	578,792	339,163	578,944	<b>270,000</b>
<b>Total Expenditures</b>	<b>1,916,882</b>	<b>1,315,641</b>	<b>2,528,628</b>	<b>4,185,089</b>



City of La Vista, Nebraska  
*Capital Improvement Program*  
 2015 thru 2019

**PROJECTS BY YEAR**

Project Name	Department	Project #	Priority	Project Cost
<b>2015</b>				
City Hall Facility Improvements	Administration	ADM-15-002	1	25,000
Comprehensive Plan Update	Community Development	CD-14-001	n/a	150,000
Facility Improvements Former Police Station	Community Development	CD-15-001	1	95,000
Interior ceiling at GC Maintenance Building	Golf Course Maintenance	GCM-15-001	2	6,000
Business Continuity	Information Technology	IT-11-001	n/a	15,000
Financial Software	Information Technology	IT-12-002	n/a	212,000
Radio Replacement	Information Technology	IT-12-003	1	65,000
Council Chamber Technology Upgrade	Information Technology	IT-14-003	n/a	80,000
Library Security System	Information Technology	IT-15-001	n/a	48,000
Public Works Facility Improvements	Public Works - General	PWG-15-001	1	222,000
Thompson Creek - Phase VI (Part 2)	Public Works - Parks	PWP-12-002	1	2,063,000
West Papio Trail - 90th to Giles	Public Works - Parks	PWP-14-006	1	45,000
Parks Facility Improvements	Public Works - Parks	PWP-15-001	1	60,000
69th St. San. Sr. Lining	Public Works - Sewer	PWSE-14-003	2	16,000
Storm Sewer Head Wall Repair	Public Works - Sewer	PWST-15-003	1	30,000
132nd & West Giles Road	Public Works - Streets	PWST-08-001	1	15,000
Quiet Zone Southport West	Public Works - Streets	PWST-08-008	n/a	11,000
66th Street	Public Works - Streets	PWST-10-001	1	175,000
96th Street - Harrison to Portal Road	Public Works - Streets	PWST-10-011	n/a	11,089
Giles Road Traffic Signal Coordination	Public Works - Streets	PWST-10-013	n/a	2,000
120th & Giles Traffic Signal and Tum Bays	Public Works - Streets	PWST-12-012	2	147,500
84th Street Adaptive Signals	Public Works - Streets	PWST-13-011	n/a	37,500
Traffic Signal 96th & Robin Plaza	Public Works - Streets	PWST-14-009	2	153,000
Harrison Street Sidewalks	Public Works - Streets	PWST-15-001	n/a	5,000
City Hall/Community Center Asphalt Replacement	Public Works - Streets	PWST-15-004	2	83,000
Fuel Island	Public Works - Streets	PWST-15-007	3	179,000
Salt Storage Facility	Public Works - Streets	PWST-15-008	1	65,000
Hell Creek Channel Interim Maintenance	Public Works - Streets	PWST-15-009	1	27,000
Eastport Parkway & Harrison St. Traffic Signal	Public Works - Streets	PWST-17-001	1	130,000
East La Vista Sewer/Pavement Rehabilitation	Public Works - Streets/Sewer	PWSS-13-001	n/a	12,000
<b>Total for 2015</b>				<b>4,185,089</b>
<b>2016</b>				
Vision 84 - Redevelopment of Brentwood Crossing	Community Development	14-002	n/a	15,000,000
Records/Agenda Management System	Information Technology	IT-12-001	n/a	100,000
Thompson Creek - Phase VI (Part 2)	Public Works - Parks	PWP-12-002	1	148,000
132nd & West Giles Road	Public Works - Streets	PWST-08-001	1	201,000
66th Street	Public Works - Streets	PWST-10-001	1	250,000
Harrison Street Sidewalks	Public Works - Streets	PWST-15-001	n/a	50,000
Hell Creek Channel Interim Maintenance	Public Works - Streets	PWST-15-009	1	25,000
<b>Total for 2016</b>				<b>15,774,000</b>
<b>2017</b>				

Project Name	Department	Project #	Priority	Project Cost
Harrison Street	Public Works - Streets	PWST-13-005	n/a	300,000
Harrison Street Bridge	Public Works - Streets	PWST-13-006	n/a	115,000
Giles Road Resurfacing	Public Works - Streets	PWST-15-002	n/a	317,000
Hell Creek Channel Interim Maintenance	Public Works - Streets	PWST-15-009	1	25,000
East La Vista Sewer/Pavement Rehabilitation	Public Works - Streets/Sewer	PWSS-13-001	n/a	125,000
<b>Total for 2017</b>				882,000
<b>2018</b>				
Hell Creek Channel Interim Maintenance	Public Works - Streets	PWST-15-009	1	25,000
East La Vista Sewer/Pavement Rehabilitation	Public Works - Streets/Sewer	PWSS-13-001	n/a	3,800,000
<b>Total for 2018</b>				3,825,000
<b>2019</b>				
Hell Creek Channel Interim Maintenance	Public Works - Streets	PWST-15-009	1	25,000
Storm Sewer Inlet Top Repair	Public Works - Streets	PWST-19-001	2	75,000
Concrete Panel Replacement	Public Works - Streets	PWST-19-002	2	300,000
Asphalt Microsurfacing	Public Works - Streets	PWST-19-003	2	345,000
84th Street (Harrison to Giles)	Public Works - Streets	PWST-19-004	2	1,000,000
<b>Total for 2019</b>				1,745,000
<b>GRAND TOTAL</b>				26,411,089

City of La Vista, Nebraska  
*Capital Improvement Program*  
 2015 thru 2019

**PROJECTS BY FUNDING SOURCE**

Source	Project#	Priority	2015	2016	2017	2018	2019	Total
<b>Federal Funding (Stimulus)</b>								
Harrison Street	PWST-13-005	n/a			240,000			240,000
<b>Federal Funding (Stimulus) Total</b>					240,000			240,000
<b>G. O. Bonds (Revelopment Agency)</b>								
Vision 84 - Redevelopment of Brentwood Crossing	14-002	n/a		15,000,000				15,000,000
<b>G. O. Bonds (Revelopment Agency) Total</b>				15,000,000				15,000,000
<b>G. O. Bonds (Sewer)</b>								
East La Vista Sewer/Pavement Rehabilitation	PWSS-13-001	n/a				2,900,000		2,900,000
<b>G. O. Bonds (Sewer) Total</b>						2,900,000		2,900,000
<b>General Fund</b>								
Comprehensive Plan Update	CD-14-001	n/a	150,000					150,000
<b>General Fund Total</b>			150,000					150,000
<b>Grants</b>								
Thompson Creek - Phase VI (Part 2)	PWP-12-002	1	1,652,000	148,000				1,800,000
East La Vista Sewer/Pavement Rehabilitation	PWSS-13-001	n/a				500,000		500,000
City Hall/Community Center Asphalt Replacement	PWST-15-004	2	44,500					44,500
<b>Grants Total</b>			1,696,500	148,000		500,000		2,344,500
<b>Inter-Agency Transfers</b>								
Quiet Zone Southport West	PWST-08-008	n/a	5,500					5,500
Eastport Parkway & Harrison St. Traffic Signal	PWST-17-001	1	65,000					65,000
84th Street (Harrison to Giles)	PWST-19-004	2					500,000	500,000
<b>Inter-Agency Transfers Total</b>			70,500				500,000	570,500
<b>Lottery</b>								
Business Continuity	IT-11-001	n/a	15,000					15,000
Records/Agenda Management System	IT-12-001	n/a		100,000				100,000
Financial Software	IT-12-002	n/a	212,000					212,000
Radio Replacement	IT-12-003	1	65,000					65,000
<b>Lottery Total</b>			292,000	100,000				392,000

Source	Project#	Priority	2015	2016	2017	2018	2019	Total
<b>Lottery/Bond</b>								
City Hall Facility Improvements	ADM-15-002	1	25,000					25,000
Facility Improvements Former Police Station	CD-15-001	1	95,000					95,000
Interior ceiling at GC Maintenance Building	GCM-15-001	2	6,000					6,000
Council Chamber Technology Upgrade	IT-14-003	n/a	80,000					80,000
Library Security System	IT-15-001	n/a	48,000					48,000
Public Works Facility Improvements	PWG-15-001	1	222,000					222,000
Parks Facility Improvements	PWP-15-001	1	60,000					60,000
Storm Sewer Head Wall Repair	PWST-15-003	1	30,000					30,000
City Hall/Community Center Asphalt Replacement	PWST-15-004	2	38,500					38,500
Fuel Island	PWST-15-007	3	179,000					179,000
Salt Storage Facility	PWST-15-008	1	65,000					65,000
<b>Lottery/Bond Total</b>			<b>848,500</b>					<b>848,500</b>
<b>Sales Tax</b>								
Thompson Creek - Phase VI (Part 2)	PWP-12-002	1	411,000					411,000
West Papio Trail - 90th to Giles	PWP-14-006	1	45,000					45,000
132nd & West Giles Road	PWST-08-001	1	15,000	201,000				216,000
Quiet Zone Southport West	PWST-08-008	n/a	5,500					5,500
66th Street	PWST-10-001	1	175,000	250,000				425,000
96th Street - Harrison to Portal Road	PWST-10-011	n/a	11,089					11,089
Giles Road Traffic Signal Coordination	PWST-10-013	n/a	2,000					2,000
120th & Giles Traffic Signal and Turn Bays	PWST-12-012	2	147,500					147,500
Harrison Street	PWST-13-005	n/a			60,000			60,000
Harrison Street Bridge	PWST-13-006	n/a			115,000			115,000
84th Street Adaptive Signals	PWST-13-011	n/a	37,500					37,500
Giles Road Resurfacing	PWST-15-002	n/a			317,000			317,000
Hell Creek Channel Interim Maintenance	PWST-15-009	1	27,000	25,000	25,000	25,000	25,000	127,000
Eastport Parkway & Harrison St. Traffic Signal	PWST-17-001	1	65,000					65,000
Storm Sewer Inlet Top Repair	PWST-19-001	2					75,000	75,000
Concrete Panel Replacement	PWST-19-002	2					300,000	300,000
Asphalt Microsurfacing	PWST-19-003	2					345,000	345,000
84th Street (Harrison to Giles)	PWST-19-004	2					500,000	500,000
<b>Sales Tax Total</b>			<b>941,589</b>	<b>476,000</b>	<b>517,000</b>	<b>25,000</b>	<b>1,245,000</b>	<b>3,204,589</b>
<b>Sewer Fund</b>								
69th St. San. Sr. Lining	PWSE-14-003	2	16,000					16,000
East La Vista Sewer/Pavement Rehabilitation	PWSS-13-001	n/a	12,000		125,000			137,000
<b>Sewer Fund Total</b>			<b>28,000</b>		<b>125,000</b>			<b>153,000</b>
<b>Special Assessment</b>								
East La Vista Sewer/Pavement Rehabilitation	PWSS-13-001	n/a				400,000		400,000
Traffic Signal 96th & Robin Plaza	PWST-14-009	2	153,000					153,000
Harrison Street Sidewalks	PWST-15-001	n/a	5,000	50,000				55,000
<b>Special Assessment Total</b>			<b>158,000</b>	<b>50,000</b>		<b>400,000</b>		<b>608,000</b>
<b>GRAND TOTAL</b>			<b>4,185,089</b>	<b>15,774,000</b>	<b>882,000</b>	<b>3,825,000</b>	<b>1,745,000</b>	<b>26,411,089</b>

City of La Vista, Nebraska  
Capital Improvement Program  
2015 thru 2019

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
<b>Administration</b>								
City Hall Facility Improvements	ADM-15-002	1	25,000					25,000
<b>Administration Total</b>			<b>25,000</b>					<b>25,000</b>
<i>Lottery/Bond</i>				25,000				25,000
<i>Administration Total</i>			<i>25,000</i>					<i>25,000</i>
<b>Community Development</b>								
Vision 84 - Redevelopment of Brentwood Crossing	14-002	n/a		15,000,000				15,000,000
Comprehensive Plan Update	CD-14-001	n/a	150,000					150,000
Facility Improvements Former Police Station	CD-15-001	1	95,000					95,000
<b>Community Development Total</b>			<b>245,000</b>	<b>15,000,000</b>				<b>15,245,000</b>
<i>G. O. Bonds (Development Agency)</i>				15,000,000				15,000,000
<i>General Fund</i>			150,000					150,000
<i>Lottery/Bond</i>			95,000					95,000
<i>Community Development Total</i>			<i>245,000</i>	<i>15,000,000</i>				<i>15,245,000</i>
<b>Golf Course Maintenance</b>								
Interior ceiling at GC Maintenance Building	GCM-15-001	2	6,000					6,000
<b>Golf Course Maintenance Total</b>			<b>6,000</b>					<b>6,000</b>
<i>Lottery/Bond</i>				6,000				6,000
<i>Golf Course Maintenance Total</i>			<i>6,000</i>					<i>6,000</i>
<b>Information Technology</b>								
Business Continuity	IT-11-001	n/a	15,000					15,000
Records/Agenda Management System	IT-12-001	n/a		100,000				100,000
Financial Software	IT-12-002	n/a	212,000					212,000
Radio Replacement	IT-12-003	1	65,000					65,000
Council Chamber Technology Upgrade	IT-14-003	n/a	80,000					80,000
Library Security System	IT-15-001	n/a	48,000					48,000

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Information Technology Total			420,000	100,000				520,000
Lottery			292,000	100,000				392,000
Lottery/Bond			128,000					128,000
Information Technology Total			420,000	100,000				520,000
<b>Public Works - General</b>								
Public Works Facility Improvements	PWG-15-001	1	222,000					222,000
Public Works - General Total			222,000					222,000
Lottery/Bond			222,000					222,000
Public Works - General Total			222,000					222,000
<b>Public Works - Parks</b>								
Thompson Creek - Phase VI (Part 2)	PWP-12-002	1	2,063,000	148,000				2,211,000
West Papio Trail - 90th to Giles	PWP-14-006	1	45,000					45,000
Parks Facility Improvements	PWP-15-001	1	60,000					60,000
Public Works - Parks Total			2,168,000	148,000				2,316,000
Grants			1,652,000	148,000				1,800,000
Lottery/Bond			60,000					60,000
Sales Tax			456,000					456,000
Public Works - Parks Total			2,168,000	148,000				2,316,000
<b>Public Works - Sewer</b>								
69th St. San. Sr. Lining	PWSE-14-003	2	16,000					16,000
Storm Sewer Head Wall Repair	PWST-15-003	1	30,000					30,000
Public Works - Sewer Total			46,000					46,000
Lottery/Bond			30,000					30,000
Sewer Fund			16,000					16,000
Public Works - Sewer Total			46,000					46,000
<b>Public Works - Streets</b>								
132nd & West Giles Road	PWST-08-001	1	15,000	201,000				216,000
Quiet Zone Southport West	PWST-08-008	n/a	11,000					11,000
66th Street	PWST-10-001	1	175,000	250,000				425,000
96th Street - Harrison to Portal Road	PWST-10-011	n/a	11,089					11,089
Giles Road Traffic Signal Coordination	PWST-10-013	n/a	2,000					2,000

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
120th & Giles Traffic Signal and Turn Bays	PWST-12-012	2	147,500					147,500
Harrison Street	PWST-13-005	n/a			300,000			300,000
Harrison Street Bridge	PWST-13-006	n/a			115,000			115,000
84th Street Adaptive Signals	PWST-13-011	n/a	37,500					37,500
Traffic Signal 96th & Robin Plaza	PWST-14-009	2	153,000					153,000
Harrison Street Sidewalks	PWST-15-001	n/a	5,000	50,000				55,000
Giles Road Resurfacing	PWST-15-002	n/a			317,000			317,000
City Hall/Community Center Asphalt Replacement	PWST-15-004	2	83,000					83,000
Fuel Island	PWST-15-007	3	179,000					179,000
Salt Storage Facility	PWST-15-008	1	65,000					65,000
Hell Creek Channel Interim Maintenance	PWST-15-009	1	27,000	25,000	25,000	25,000	25,000	127,000
Eastport Parkway & Harrison St. Traffic Signal	PWST-17-001	1	130,000					130,000
Storm Sewer Inlet Top Repair	PWST-19-001	2					75,000	75,000
Concrete Panel Replacement	PWST-19-002	2					300,000	300,000
Asphalt Microsurfacing	PWST-19-003	2					345,000	345,000
84th Street (Harrison to Giles)	PWST-19-004	2					1,000,000	1,000,000
<b>Public Works - Streets Total</b>			<b>1,041,089</b>	<b>526,000</b>	<b>757,000</b>	<b>25,000</b>	<b>1,745,000</b>	<b>4,094,089</b>

<i>Federal Funding (Stimulus)</i>				240,000				240,000
<i>Grants</i>			44,500					44,500
<i>Inter-Agency Transfers</i>			70,500				500,000	570,500
<i>Lottery/Bond</i>			282,500					282,500
<i>Sales Tax</i>			455,589	476,000	517,000	25,000	1,245,000	2,745,589
<i>Special Assessment</i>			158,000	50,000				208,000
<b>Public Works - Streets Total</b>			<b>1,041,089</b>	<b>526,000</b>	<b>757,000</b>	<b>25,000</b>	<b>1,745,000</b>	<b>4,094,089</b>

#### Public Works - Streets/Sewer

East La Vista Sewer/Pavement Rehabilitation	PWSS-13-001	n/a	12,000		125,000	3,800,000		3,937,000
<b>Public Works - Streets/Sewer Total</b>			<b>12,000</b>		<b>125,000</b>	<b>3,800,000</b>		<b>3,937,000</b>

<i>G. O. Bonds (Sewer)</i>						2,900,000		2,900,000
<i>Grants</i>						500,000		500,000
<i>Sewer Fund</i>			12,000		125,000			137,000
<i>Special Assessment</i>						400,000		400,000
<b>Public Works - Streets/Sewer Total</b>			<b>12,000</b>		<b>125,000</b>	<b>3,800,000</b>		<b>3,937,000</b>

<b>Grand Total</b>	<b>4,185,089</b>	<b>15,774,000</b>	<b>882,000</b>	<b>3,825,000</b>	<b>1,745,000</b>	<b>26,411,089</b>
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Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Administration

Contact

Project # ADM-15-002

Project Name City Hall Facility Improvements

Type Improvement

Useful Life 15 years

Category Building Improvement

Priority 1

Plan Name

Account Number

Dept Priority 1 - Critical

Total Project Cost: \$25,000

Description

Reconfigure existing office space and the purchase of additional office equipment.

Justification

This project would be completed in conjunction with the relocation of the Community Development Division to the top floor of the building at 8110 Park View Blvd. City Hall houses multiple divisions and additional space is needed. Once the move has taken place, some of the existing office space will need to be reconfigured for alternate uses.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	25,000					25,000
Total	25,000					25,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	25,000					25,000
Total	25,000					25,000

Budget Impact/Other



# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Community Development  
Contact Community Development Dir  
Type Consulting Services  
Useful Life  
Category Consulting Services  
Priority N/A

Project # **CD-14-001**  
Project Name **Comprehensive Plan Update**

Plan Name Account Number  
Dept Priority 2 - Very Important

Total Project Cost: \$160,000

## Description

Update of the City's existing Comprehensive Plan to include a community outreach component.

## Justification

The last full update of the City's comprehensive plan was in 1997. Since then, the plan has gone through many minor updates, mainly to the Future Land Use Map and the Annexation Plan. However, considering the amount of development that has taken place since 1997, the Plan is significantly out of date and in dire need of a complete update to bring it in line with the City's current goals. This update process will also include an emphasis on community outreach to garner citizen input into the Plan.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
10,000	Planning/Study/Design 01	150,000					150,000
Total	Total	150,000					150,000

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
10,000	General Fund	150,000					150,000
Total	Total	150,000					150,000

## Budget Impact/Other

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Community Development

Contact Asst. City Administrator

Project # CD-15-001

Project Name Facility Improvements Former Police Station

Type Improvement

Useful Life 15 years

Category Building Improvement

Priority 1

Plan Name

Account Number

Dept Priority 1 - Critical

Total Project Cost: \$95,000

Description

Planning and remodeling of office space and training room at 8110 Park View Blvd.

Justification

The current City Hall facility does not have adequate space to accommodate the multiple divisions housed at City Hall. We are proposing to move the Community Development Division into the building that is currently being used by Building and Grounds (upper level only). This space will need fairly significant remodeling to accommodate their needs (\$85,000). Additionally, with the transition of fire services to Papillion, the existing training room space is available. It also needs some upgrades including paint, carpet, etc. (\$10,000)

Expenditures	2015	2016	2017	2018	2019	Total
Planning/Study/Design 01	10,000					10,000
Construction Costs 03	85,000					85,000
Total	95,000					95,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	95,000					95,000
Total	95,000					95,000

Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Golf Course Maintenance

Contact Public Works Director

Project # GCM-15-001

Type Improvement

Project Name Interior ceiling at GC Maintenance Building

Useful Life 20 years

Category Building Improvement

Plan Name

Account Number

Priority 2

Dept Priority 2 - Very Important

Description

Total Project Cost: \$6,000

Insulate and install new drywall ceiling at the golf course maintenance facility.

Justification

Currently there is no ceiling at the golf course maintenance facility. Installing insulation and a drywall ceiling will drastically reduce heating costs during the winter, and will provide for some additional storage space.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	6,000					6,000
Total	6,000					6,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	6,000					6,000
Total	6,000					6,000

Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Information Technology

Contact IT Committee Chair

Project # IT-11-001

Project Name Business Continuity

Type Consulting Services

Useful Life 25 years

Category Information Technology

Priority N/A

Plan Name

Account Number 05.71.0848

Dept Priority 1 - Critical

Total Project Cost: \$15,000

## Description

Business Continuity is the process, policies and procedures related to preparing for recovery or continuation of the City's business processes after a disaster.

## Justification

An enterprise-wide plan for the City as a whole does not exist. The lack of a plan means that the City may not be able to serve its users and restore basic business operations following a catastrophic event.

Expenditures	2015	2016	2017	2018	2019	Total
Planning/Study/Design 01	15,000					15,000
Total	15,000					15,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery	15,000					15,000
Total	15,000					15,000

## Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Information Technology

Contact Finance Director

Type Software Implementation

Useful Life 15 years

Category Information Technology

Priority N/A

Project # IT-12-002

Project Name Financial Software

Plan Name IT Plan

Account Number 05.71.0859

Dept Priority 2 - Very Important

Total Project Cost: \$272,000

## Description

Replacement of the financial software package for all departments.

## Justification

The IT Strategic Plan identifies the replacement of the City's existing financial software as a critical priority. The current software provides limited functionality to support city business processes. With the rate of growth the City has and will continue to experience over the next 5-10 years, it is necessary to update the financial software to allow for improved reporting and easy access to financial data.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
60,000	Planning/Study/Design 01	12,000					12,000
	Other 09	200,000					200,000
Total							
	Total	212,000					212,000

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
60,000	Lottery	212,000					212,000
Total							
	Total	212,000					212,000

## Budget Impact/Other

Annual license/support fees and possible update fees.

Budget Items	2015	2016	2017	2018	2019	Total
Other		20,000	20,000	20,000		60,000
Total		20,000	20,000	20,000		60,000

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Information Technology

Contact Police Captain Pokorny

Project # **IT-12-003**  
Project Name **Radio Replacement**

Type Equipment  
Useful Life 15 years  
Category Radio Equipment  
Priority 1

Plan Name Account Number 05.71.0853

Dept Priority 1 - Critical

Description Total Project Cost: **\$266,449**

Replacement of analog 800 MHz radios with digital P25 800 MHz radios and updating of civil defense sirens.

## Justification

The current 800 MHz Sarpy County Communication system is over 15 years old and will no longer be supported by Motorola within the next three years. Consequently, any La Vista portable and mobile radios that do not conform to a P25 digital system will no longer be operational on a new digital system yet to be purchased by Sarpy County. An assessment of all city-owned radios was conducted and necessary replacement radio purchases were spread out over four years beginning in FY 2012. A total of 45 radios were purchased in FY 2012. A FEMA grant provided funding for 22 of those radios. The City's three civil defense sirens were also upgraded to digital receivers. Funding for the final year of this project is included.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
201,449	Equipment/Furnishings 05	65,000					65,000
Total	Total	65,000					65,000

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
201,449	Lottery	65,000					65,000
Total	Total	65,000					65,000

## Budget Impact/Other

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Information Technology

Contact IT Committee Chair

Project # IT-14-003

Project Name Council Chamber Technology Upgrade

Type Improvement

Useful Life 20 years

Category Information Technology

Priority N/A

Plan Name IT Plan

Account Number 05.71.0860

Dept Priority 1 - Critical

Total Project Cost: \$80,000

Description

Systems upgrade for City Council Chambers to integrate video technology.

Justification

The City Council Chamber is outdated in terms of technology and has never had video presentation capability. The proposed project would incorporate up-to-date video equipment including screens and monitors in both the Council Chamber and the lobby. It would also include new voting software and equipment, electronic tablets for Council Members and a new lectern equipped with a camera. The City's recently adopted IT Plan calls for this upgrade.

Expenditures	2015	2016	2017	2018	2019	Total
Equipment/Furnishings 05	80,000					80,000
Total	80,000					80,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	80,000					80,000
Total	80,000					80,000

Budget Impact/Other

Prior

5,283

Total

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Information Technology

Contact Library Director

Type Improvement

Useful Life 15 years

Category Information Technology

Priority N/A

Project # IT-15-001

Project Name Library Security System

Plan Name

Account Number

Dept Priority 1 - Critical

Total Project Cost: \$48,000

Description

Replacement of the security system for Library materials.

Justification

The current system used to manage the security of the books and other materials is outdated to the point that some components are no longer available when they need to be replaced.

Expenditures	2015	2016	2017	2018	2019	Total
Equipment/Furnishings 05	48,000					48,000
Total	48,000					48,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	48,000					48,000
Total	48,000					48,000

Budget Impact/Other



Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - General  
Contact Public Works Director  
Type Improvement  
Useful Life 20 years  
Category Building Improvement  
Priority 1

Project # PWG-15-001  
Project Name Public Works Facility Improvements

Plan Name Account Number  
Dept Priority

Total Project Cost: \$222,000

Description

Improvements to the existing Public Works facility including a new roof (\$90,000), interior reconfiguration of office area (\$25,000), rehabilitation of the existing storage building/sewer division facility (\$90,000), and a new concrete connector drive (\$17,000).

Justification

This project encompasses some much-needed facility improvements at Public Works. The roof on the facility is original and is in serious need of replacement. Multiple repairs have been made over the years. Public Works has outgrown the current facility and with the acquisition of the adjacent building on Hupp Drive for the Parks Division, an opportunity exists to do some interior reconfiguration to the existing facility. The storage building proposed for rehabilitation currently houses the Sewer Division and cold storage space. This is a very old building that was moved from the previous PW site to this location. It needs re-siding and various other improvements. Finally, the concrete drive being proposed would connect the existing PW yard with the newly acquired building on Hupp Drive.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	222,000					222,000
Total	222,000					222,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	222,000					222,000
Total	222,000					222,000

Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Parks

Contact City Engineer

Project # **PWP-12-002**

Project Name **Thompson Creek - Phase VI (Part 2)**

Type Improvement

Useful Life 50+ years

Category Thompson Creek Channel

Priority 1

Plan Name Park & Rec Master

Account Number 05.71.0855

Dept Priority 1 - Critical

Total Project Cost: \$2,723,000

## Description

Part 2 of this project is the stabilization of the creek banks to protect the remaining homes from erosion, provide for watershed management improvements, and provide space for future trail installation along Thompson Creek. Part 1 of this project included the acquisition and demolition of 24 homes.

## Justification

Due to major channel degradation resulting in the loss of fences, back yards, sheds and garages, an extensive review and study of several alternatives for Thompson Creek from 72nd Street to the golf course was undertaken. In March 2008 the City Council identified a preferred solution to the erosion problems in this area and directed staff to pursue funding. Part 1 of this plan included the acquisition of 24 homes which was funded in large part by a FEMA Hazard Mitigation Grant and assistance from the PMRNRD. In conjunction with the channel stabilization work there is a need to promote the reduction of storm water runoff volume and velocity through watershed management actions. That will reduce the potential for future erosion.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
512,000	Planning/Study/Design 01	28,000	10,000				38,000
	Engineering (Construction) 02	11,000					11,000
	Construction Costs 03	1,874,000	88,000				1,962,000
	Education & Outreach	150,000	50,000				200,000
	Total	2,063,000	148,000				2,211,000

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
512,000	Grants	1,652,000	148,000				1,800,000
	Sales Tax	411,000					411,000
	Total	2,063,000	148,000				2,211,000

## Budget Impact/Other

Storm water filtering areas will require ongoing maintenance.

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Parks  
Contact City Engineer  
Type Construction  
Useful Life 40 years  
Category Trail Development/Constructio  
Priority 1

Project # PWP-14-006  
Project Name West Papio Trail - 90th to Giles

Plan Name Park & Rec Master Account Number  
Dept Priority 1 - Critical

Total Project Cost: \$45,000

Description

Extend trail along West Papio Creek from 90th Street to Giles Road

Justification

Provides community access to regional trails and compiles with Parks & Recreation Master Plan. Project is shown as high priority due to proposed interlocal agreement with PMRNRD & Papillion providing the bulk of the funding.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	45,000					45,000
Total	45,000					45,000

Funding Sources	2015	2016	2017	2018	2019	Total
Sales Tax	45,000					45,000
Total	45,000					45,000

Budget Impact/Other

None

Budget Items	2015	2016	2017	2018	2019	Total
Maintenance				1,000	1,000	2,000
Total				1,000	1,000	2,000

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Parks

Contact Public Works Director

Project # **PWP-15-001**

Project Name **Parks Facility Improvements**

Type Improvement

Useful Life 25 years

Category Building Improvement

Priority 1

Plan Name

Account Number

Dept Priority 1 - Critical

Total Project Cost: \$60,000

## Description

Install a fiber line (\$10,000) and remodel (\$50,000) the recently acquired building at 9810 Hupp Drive to accommodate the PW Parks Division.

## Justification

Public Works operations have outgrown the space available at the current facility. The building adjacent to the current facility on Hupp Drive was recently purchased and will be used for the Parks Division operation. Fiber line will need to be brought to the building to connect it electronically with other city facilities. Some interior is also needed to make the space conducive to the needs of the Parks Division as well as the Building and Grounds operation.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	50,000					50,000
Other 09	10,000					10,000
Total	60,000					60,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	60,000					60,000
Total	60,000					60,000

## Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Sewer  
Contact Asst. Public Works Director  
Type Construction  
Useful Life 40 years  
Category Sanitary Sewer Improvement  
Priority 2

Project # PWSE-14-003  
Project Name 69th St. San. Sr. Lining

Plan Name Account Number 05.71.0878

Dept Priority 2 - Very Important

Total Project Cost: \$16,000

## Description

Install a liner in an existing sanitary sewer and reconnect service lines with remote, trenchless method.

## Justification

The existing sewer has heavy root penetration at joints, cracked pipe, and limited amount of broken and missing pipe pieces. This section of sewer has been the location of repeat sewer plugs.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	16,000					16,000
Total	16,000					16,000

Funding Sources	2015	2016	2017	2018	2019	Total
Sewer Fund	16,000					16,000
Total	16,000					16,000

## Budget Impact/Other

This will reduce probability of plugged sewer and prevent emergency callouts.

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Sewer

Contact City Engineer

Project # PWST-15-003

Type Improvement

Project Name Storm Sewer Head Wall Repair

Useful Life 25 years

Category Storm Sewer Improvement

Plan Name

Account Number

Priority 1

Dept Priority 1 - Critical

Description

Total Project Cost: \$30,000

Repair storm sewer head wall that has failed at 98th & Portal Rd.

Justification

The head wall on the storm sewer pipes at approximately 98th & Portal Road has failed, creating a safety issue.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	30,000					30,000
Total	30,000					30,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	30,000					30,000
Total	30,000					30,000

Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

## City of La Vista, Nebraska

Department Public Works - Streets  
 Contact Asst. Public Works Director  
 Type Reconstruction  
 Useful Life 30 years  
 Category Street Improvement  
 Priority 1

Project # **PWST-08-001**  
 Project Name **132nd & West Giles Road**

Plan Name One & Six Year Road Account Number 05.71.0820  
 Dept Priority 1 - Critical

Total Project Cost: **\$231,000**

### Description

Improvements to the intersection of 132nd & West Giles Road (Short Term)

### Justification

An interlocal agreement has been entered into with Sarpy County and they are the lead agency for this project. Federal grant paying 80% of the project. Sarpy County and La Vista both contribute 10% each. ROW acquisition is scheduled for FY15. The bid date is set for December of 2014, and construction will begin in the spring of 2016.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
15,000	ROW/Land Acquisition 07	15,000					15,000
	Construction Costs 03		201,000				201,000
<b>Total</b>	<b>Total</b>	<b>15,000</b>	<b>201,000</b>				<b>216,000</b>

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
15,000	Sales Tax	15,000	201,000				216,000
<b>Total</b>	<b>Total</b>	<b>15,000</b>	<b>201,000</b>				<b>216,000</b>

### Budget Impact/Other

Routine maintenance will not start until area is annexed.

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Streets

Contact Asst. Public Works Director

Project # PWST-08-008

Type Improvement

Project Name Quiet Zone Southport West

Useful Life 25 years

Category Railroad Crossing Improvemen

Plan Name

Account Number 05.71.0824

Priority N/A

Dept Priority 2 - Very Important

Description

Total Project Cost: \$159,258

Improvements to Railroad Crossing at 132nd & West Giles Road

Justification

At the request of the Southport West developer, a Quiet Zone study was undertaken by the City and the developer. Recommendations for improvements at the railroad crossing were outlined to eliminate the need for trains to sound their whistle at this crossing. The study was reviewed by the BNSF Railroad and an interlocal agreement with Sarpy County was executed. Project is almost complete and some additional improvements to the shoulders of the crossing area need to be made for the project to be finalized.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
148,258	Engineering (Construction) 02	1,000					1,000
	Construction Costs 03	10,000					10,000
Total							
	Total	11,000					11,000

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
148,258	Inter-Agency Transfers	5,500					5,500
	Sales Tax	5,500					5,500
Total							
	Total	11,000					11,000

Budget Impact/Other



# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Streets

Contact City Engineer

Project # PWST-10-001

Project Name 66th Street

Type Improvement

Useful Life 30 years

Category Street Improvement

Plan Name One & Six Year Road

Account Number 05.71.0863

Priority 1

Dept Priority 1 - Critical

Total Project Cost: \$425,000

## Description

Improve 66th Street (Harrison Street to Giles Road) and Giles Road (66th Street to 69th Street)

## Justification

Project No. 189 in One and Six Year Road Plan. Delays in federal funding being available have forced some short term repairs in order for roadway to remain safe until full reconstruction can be completed. 2015 reflects funding for short term repairs split 50/50 with Sarpy County. 2016 funding reflects La Vista's share of long term design work in order for the project to be ready for potential approval when federal funds are available in 2017.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	175,000	250,000				425,000
Total	175,000	250,000				425,000

Funding Sources	2015	2016	2017	2018	2019	Total
Sales Tax	175,000	250,000				425,000
Total	175,000	250,000				425,000

## Budget Impact/Other

# Capital Improvement Program

## City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets

Contact Public Works Director

Type Reconstruction

Useful Life 25 years

Category Street Reconstruction

Priority N/A

Project # PWST-10-011

Project Name 96th Street - Harrison to Portal Road

Plan Name One & Six Year Road

Account Number 05.71.0846

Dept Priority 2 - Very Important

Total Project Cost: \$620,589

### Description

Reconstruction of pavement, island medians and approach slabs on 96th Street between Harrison Street and Portal Road

### Justification

This project is complete, however we anticipate to receive some late invoices for project management services from the NDOR.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
609,500	Other 09	11,089					11,089
Total	Total	11,089					11,089

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
609,500	Sales Tax	11,089					11,089
Total	Total	11,089					11,089

### Budget Impact/Other

This project will eliminate on-going pavement repairs and preserve the integrity of the roadway long term.

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets

Contact Public Works Director

Project # PWST-10-013

Project Name Giles Road Traffic Signal Coordination

Type Improvement

Useful Life 25 years

Category Street Improvement

Priority N/A

Plan Name One & Six Year Road

Account Number 05.71.0856

Dept Priority 2 - Very Important

Total Project Cost: \$26,426

Description

Install new software, controllers, wireless communication and detectors at six signalized intersections on Giles Road from 108th Street to the interstate.

Justification

Project No. 209 in One and Six Year Road Plan. The Southport traffic study completed in 2006 recommended interconnecting traffic signals on the Giles Road corridor as Southport East and Southport West develop. Giles Road is currently carrying 23,000 vehicles per day and is projected to carry 32,000 vehicles per day. Congestion at peak hours is already causing delays and will continue to worsen as traffic volumes increase. Coordination of the traffic signals can reduce the delay and congestion, as well as defer major expenses to install additional traffic lanes. Federal Aid funding is available for this project.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
24,426	Other 09	2,000					2,000
Total	Total	2,000					2,000

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
24,426	Sales Tax	2,000					2,000
Total	Total	2,000					2,000

Budget Impact/Other

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets

Contact City Engineer

Type Construction

Useful Life 25 years

Category Street Improvement

Priority 2

Project # PWST-12-012

Project Name 120th & Giles Traffic Signal and Turn Bays

Plan Name One & Six Year Road

Account Number 05.71.0858

Dept Priority 2 - Very Important

Total Project Cost: \$245,500

Description

Installation of a traffic signal and right turn bay at 120th & Giles Road intersection

Justification

Project No. 215 in One and Six Year Road Plan. A traffic study was conducted and the intersection does meet volume warrants for installation of a signal. In order to facilitate the best use of a signal and keep traffic flow regulated it is recommended that turn bays be installed at the same time.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
98,000	Engineering (Construction) 02	8,000					8,000
	Construction Costs 03	139,500					139,500
Total							
	Total	147,500					147,500

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
98,000	Sales Tax	147,500					147,500
Total							
	Total	147,500					147,500

Budget Impact/Other

This installation will increase operation and maintenance costs, but will address potential safety issues.

Prior	Budget Items	2015	2016	2017	2018	2019	Total
1,500	Maintenance	500	500	500			1,500
	Utilities	1,000	1,000	1,000			3,000
Total							
	Total	1,500	1,500	1,500			4,500

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets  
Contact Asst. Public Works Director  
Type Improvement  
Useful Life 25 years  
Category Street Improvement  
Priority N/A

Project # PWST-13-011  
Project Name 84th Street Adaptive Signals

Plan Name Account Number 05.71.0866  
Dept Priority 2 - Very Important

Total Project Cost: \$37,500

Description

Install upgraded communications, controllers and software to enable traffic to be moved more efficiently.

Justification

This is a joint project with five other agencies that will move traffic more efficiently along the 84th Street corridor. Additional benefits include reduced emissions and energy savings.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	37,500					37,500
Total	37,500					37,500

Funding Sources	2015	2016	2017	2018	2019	Total
Sales Tax	37,500					37,500
Total	37,500					37,500

Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Streets

Contact City Engineer

Type Improvement

Useful Life 25 years

Category Street Improvement

Priority 2

Project # PWST-14-009

Project Name Traffic Signal 96th & Robin Plaza

Plan Name One & Six Year Road

Account Number

Dept Priority 2 - Very Important

Total Project Cost: \$153,000

## Description

Install a traffic signal at 96th & Robin Plaza.

## Justification

This intersection is the commercial entrance to Mayfair & the proposed Wal Mart Market. Commercial development in Southwind and Mayfair will generate enough traffic to warrant a signal at this location. A traffic study will be conducted to ensure warrants are being met. Project will be special assessed.

Expenditures	2015	2016	2017	2018	2019	Total
Engineering (Construction) 02	28,000					28,000
Construction Costs 03	125,000					125,000
Total	153,000					153,000

Funding Sources	2015	2016	2017	2018	2019	Total
Special Assessment	153,000					153,000
Total	153,000					153,000

## Budget Impact/Other

Routine maintenance and utilities.

Budget Items	2015	2016	2017	2018	2019	Total
Maintenance		500	500	500	500	2,000
Utilities		1,000	1,000	1,000	1,000	4,000
Total		1,500	1,500	1,500	1,500	6,000

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets

Contact City Engineer

Type Construction

Useful Life 30 years

Category Street Construction

Priority N/A

Project # PWST-15-001

Project Name Harrison Street Sidewalks

Plan Name

Account Number

Dept Priority 3 - Important

Total Project Cost: \$55,000

Description

Complete sidewalk construction on the south side of Harrison Street from 108th to 110th St.

Justification

Citizen requests have been received for completion of missing sections of sidewalk in this area. This project would also be consistent with alternative transportation and healthy living goals. Special assessment district will be created in FY 15; construction in FY 16.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03		50,000				50,000
Legal Expenses 04	5,000					5,000
Total	5,000	50,000				55,000

Funding Sources	2015	2016	2017	2018	2019	Total
Special Assessment	5,000	50,000				55,000
Total	5,000	50,000				55,000

Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Streets

Contact City Engineer

Type Improvement

Useful Life 20 years

Category Parking Lot Improvement

Priority 2

Project # PWST-15-004

Project Name City Hall/Community Center Asphalt Replacement

Plan Name

Account Number

Dept Priority 2 - Very Important

Total Project Cost: \$83,000

## Description

Repair wheel ruts along east edge of parking lot and reroute drainage under parking lot to bio retention basins.

## Justification

Wheel ruts have created an unsafe surface for pedestrians accessing City Hall and the Rec Center. The wheel ruts are also pooling water and causing additional structural damage to the pavement and subbase.

This project ties directly into the Thompson Creek project by fulfilling required demonstration areas as a component of the grant funding. A large portion of this project will be funded through NDEQ grants.

Expenditures	2015	2016	2017	2018	2019	Total
Engineering (Construction) 02	6,000					6,000
Construction Costs 03	77,000					77,000
Total	83,000					83,000

Funding Sources	2015	2016	2017	2018	2019	Total
Grants	44,500					44,500
Lottery/Bond	38,500					38,500
Total	83,000					83,000

## Budget Impact/Other



Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets  
Contact Public Works Director  
Type Construction  
Useful Life 25 years  
Category Building Improvement  
Priority 3

Project # PWST-15-007

Project Name Fuel Island

Plan Name Municipal Facilities Plan

Account Number

Dept Priority 3 - Important

Total Project Cost: \$179,000

Description

Participate with City of Papillion on new vehicle fueling system located at Papillion's new PW facility.

Justification

The opportunity to participate in a joint vehicle fueling system with Papillion has been offered. Upgrades to the current fueling system at Public Works are necessary. Papillion is locating their new PW facility directly across the street from the La Vista facility, making logistics favorable. Additionally, this cooperative effort would allow for greater flexibility in fuel purchases, which typically results in lower fuel costs.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	179,000					179,000
Total	179,000					179,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	179,000					179,000
Total	179,000					179,000

Budget Impact/Other

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets

Contact Public Works Director

Project # PWST-15-008

Project Name Salt Storage Facility

Type Construction

Useful Life 30 years

Category Building Construction

Plan Name Municipal Facilities Plan

Account Number

Priority 1

Dept Priority 1 - Critical

Total Project Cost: \$65,000

Description

Participate with City of Papillion on new salt storage building located at Papillion's new facility.

Justification

The opportunity to participate in the construction and utilization of a joint salt storage building with Papillion has been offered. Currently we store a large amount of salt outdoors under tarps. Papillion is locating their new PW facility directly across the street from the La Vista facility, making logistics favorable. Additional salt storage was identified as a need in the Municipal Facility Plan.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	65,000					65,000
Total	65,000					65,000

Funding Sources	2015	2016	2017	2018	2019	Total
Lottery/Bond	65,000					65,000
Total	65,000					65,000

Budget Impact/Other

Capital Improvement Program  
City of La Vista, Nebraska

Data in Year 2015

Department Public Works - Streets  
Contact Asst. Public Works Director  
Type Improvement  
Useful Life <10 years  
Category Creek Channel Improvement  
Priority 1

Project # PWST-15-009  
Project Name Hell Creek Channel Interim Maintenance

Plan Name Account Number  
Dept Priority 1 - Critical

Description

Total Project Cost: \$127,000

Interim maintenance and repair of Hell Creek until major channel improvements are completed.

Justification

A major channel improvement project has been planned and designed for Hell Creek, however funding for this project is not anticipated to be available in the immediate future. Interim maintenance and repairs to the channel will be necessary on an annual basis until the major channel improvement project can be completed.

Expenditures	2015	2016	2017	2018	2019	Total
Construction Costs 03	27,000	25,000	25,000	25,000	25,000	127,000
Total	27,000	25,000	25,000	25,000	25,000	127,000

Funding Sources	2015	2016	2017	2018	2019	Total
Sales Tax	27,000	25,000	25,000	25,000	25,000	127,000
Total	27,000	25,000	25,000	25,000	25,000	127,000

Budget Impact/Other

# Capital Improvement Program

Data in Year 2015

City of La Vista, Nebraska

Department Public Works - Streets

Contact City Engineer

Project # PWST-17-001

Type Improvement

Project Name Eastport Parkway & Harrison St. Traffic Signal

Useful Life 25 years

Category Street Improvement

Plan Name One & Six Year Road

Account Number 05.71.0879

Priority 1

Dept Priority 1 - Critical

## Description

Total Project Cost: \$180,000

Installation of a traffic signal at Eastport Parkway and Harrison Street

## Justification

A traffic signal is warranted at this intersection due to safety concerns with site line issues and traffic volume. The costs of this project are split between the City of La Vista and the Performance Auto Group.

Prior	Expenditures	2015	2016	2017	2018	2019	Total
50,000	Engineering (Construction) 02	5,000					5,000
	Construction Costs 03	125,000					125,000
Total							
	Total	130,000					130,000

Prior	Funding Sources	2015	2016	2017	2018	2019	Total
50,000	Inter-Agency Transfers	65,000					65,000
	Sales Tax	65,000					65,000
Total							
	Total	130,000					130,000

## Budget Impact/Other

Routine maintenance and utilities

Budget Items	2015	2016	2017	2018	2019	Total
Maintenance	500	500	500	500	500	2,500
Utilities	1,000	1,000	1,000	1,000	1,000	5,000
Total	1,500	1,500	1,500	1,500	1,500	7,500

# Capital Improvement Program

2015 thru 2019

## City of La Vista, Nebraska

Department Public Works - Streets/Sewer

Contact Asst. Public Works Director

Type Improvement

Useful Life 40+

Category Sanitary Sewer Reconstruct/Str

Priority N/A

Project # PWSS-13-001

Project Name East La Vista Sewer/Pavement Rehabilitation

Plan Name One & Six Year Road

Account Number

Dept Priority 2 - Very Important

Total Project Cost: \$3,937,000

### Description

Replacement of sanitary sewer main line and lateral connections to right-of-way line. Milling of roadways and installing a 4" PCC surface, Installing new curb and gutter and driveway approaches in east La Vista.

### Justification

Sanitary sewer lines in this area are 50+ years old and showing signs of deterioration. Additionally, several lines are experiencing capacity issues. The asphalt patching in this section of the City is on-going every year. The roadways as well as the curb and gutter sections have deteriorated beyond regular maintenance.

Staff will be researching potential funding sources for this project which include a possible bond issue funded by the new sewer rate study and CDBG grant funding.

Expenditures	2015	2016	2017	2018	2019	Total
Planning/Study/Design 01	12,000		125,000			137,000
Construction Costs 03				3,800,000		3,800,000
Total	12,000		125,000	3,800,000		3,937,000

Funding Sources	2015	2016	2017	2018	2019	Total
G. O. Bonds (Sewer)				2,900,000		2,900,000
Grants				500,000		500,000
Sewer Fund	12,000		125,000			137,000
Special Assessment				400,000		400,000
Total	12,000		125,000	3,800,000		3,937,000

### Budget Impact/Other

There will be a reduction of general maintenance in this area such as pothole patching, curb repair and sewer maintenance including root cutting and foaming. There would also be a reduction in the potential for sewer backups.



# Lottery Fund

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Prior to 2007, the City had historically utilized Lottery Funds to finance public facilities; long range projections however indicated that this was not sustainable. Beginning in FY11 only the debt service payments for the Police and Fire Stations, approximately \$640,000, were funded via Lottery. The merger of Fire & EMS Services with the City of Papillion has resulted in a reduction of the City's Fire Station debt and we now only pay 26% of the debt. Beginning in FY15 only the Police Station debt payment of \$288,013 be funded with Lottery funds.

The FY15 budget for Lottery Fund includes:

- Lottery Revenue projections of \$900,000 under current contract agreement.
- A transfer to the Debt Service Fund for the FY15 principal and interest on the Police Facility Refunding Bond Issue of \$288,013.
- A transfer of \$46,600 to the General Fund to fund 75% of the Community Relations Coordinator position.
- A transfer of \$13,000 to the General Fund to fund the overtime costs associated with La Vista Daze.
- A transfer to the Golf Fund of \$125,000.
- A \$292,000 transfer to the Capital Fund for Technology projects include:
  - \$ 15,000 for Business Continuity Plan.
  - \$212,000 for Financial Management System. *(Second year)*
  - \$ 65,000 for the Radio Replacement Program.
- In May, 2014 the City Council passed a resolution of intent to reimburse itself for the purchase of the Hupp Drive property which was made with Lottery funds. The reimbursement will allow the City to Lease-Purchase the property and improvements. This will be the basis of a \$900,000 bond issue. It is recommended that proceeds from the bonds be utilized to finance the following projects subsequently to a transfer of \$848,500 to the Capital Fund. *(Additional detail for this transfer is provided under the Capital Fund.)*
  - \$ 80,000 for Council Chamber Technology Upgrade.
  - \$ 25,000 for City Hall Remodel.
  - \$ 10,000 for Facility Improvements Former Police Station – Space Planning.
  - \$ 75,000 for Facility Improvements Former Police Station – Remodel.
  - \$ 10,000 for Facility Improvements Former Police Station – Training Room.
  - \$ 6,000 for Interior Ceiling at Golf Maintenance Building.
  - \$ 48,000 for Library Security System.
  - \$ 25,000 for PW Facility Improvements – Reconfiguration.
  - \$ 17,000 for PW Facility Improvements – Concrete Drive Link.
  - \$ 90,000 for PW Facility Improvements – Rehab Storage Building.
  - \$ 90,000 for PW Facility Improvements – New Roof.
  - \$ 60,000 for Parks Facility Improvements.
  - \$ 30,000 for Storm Sewer Head Wall Repair.
  - \$179,000 for Fuel Island *(shared project with City of Papillion)*.
  - \$ 65,000 for Salt Storage Facility *(shared project with City of Papillion)*.

# Lottery Fund

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- Funding for Community and Employee Services includes:
  - \$ 12,000 for apparel buy-back program, marketing and exhibition materials associated with ICSC. (*consistent with prior years.*)
  - \$ 12,295 for ICSC Travel and Marketing.
  - \$ 10,000 for City-wide marketing. (*Not event specific.*)
  - \$ 50,000 for Holiday Decorations. (*To continue the holiday decoration program.*)
  - \$ 1,000 for Music Licenses.
  - \$ 13,595 for Performance Measurement Program and Year-End Report to Residents.
  - \$ 2,500 for La Vista Community Foundation Gala Ad.
  - \$71,789 for La Vista Daze and other annual community events with \$36,700 in anticipated revenues.
    - \$ 8,845 for Summer Concert Series and Movie Nights,
    - \$ 2,934 for 5K Race,
    - \$ 5,560 for Urban Race,
    - \$ 1,400 for Splash Bash,
    - \$20,300 for La Vista Daze,
    - \$22,600 for Marketing all events,
    - \$ 1,000 for Employee Activities,
    - \$ 9,150 for various Community Events. (*i.e. Halloween Safe Night; Tree Lighting & Chili Feed, etc.*)



# Lottery Fund

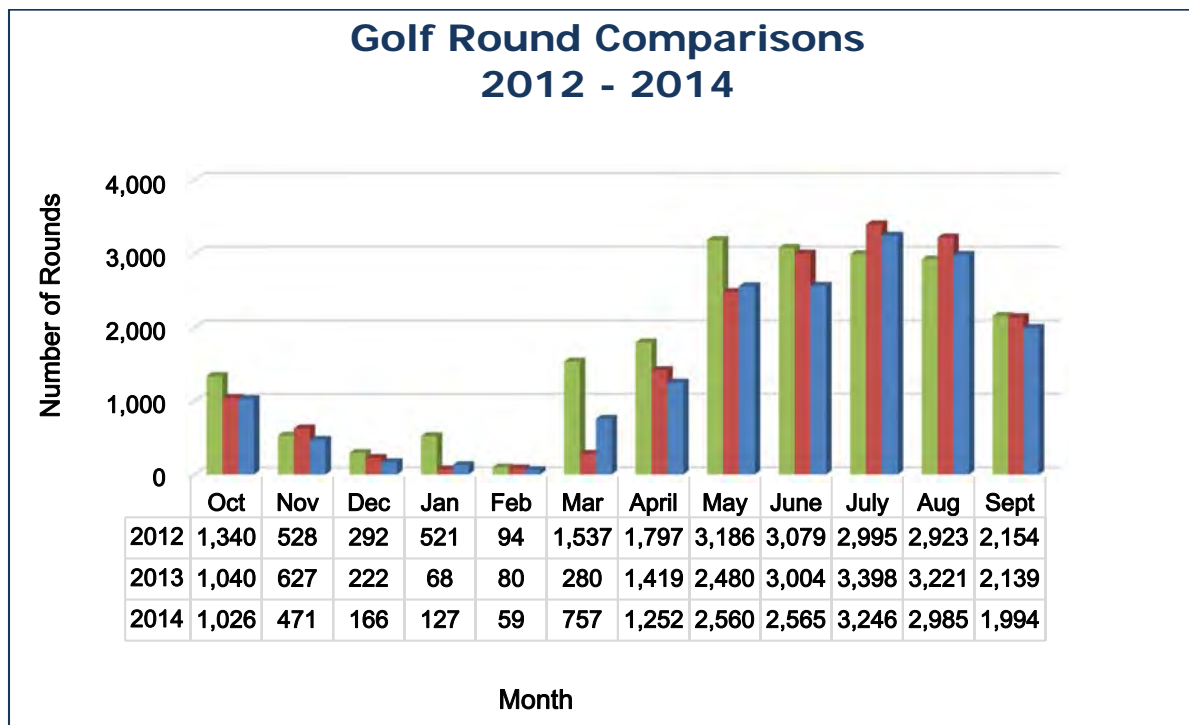
Lottery Fund Summary				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>Balance Forward</b>	\$ 2,979,291	\$ 2,778,209	\$ 1,682,570	\$ 1,287,819
<b>Revenues</b>				
Miscellaneous	20,481	25,850	59,215	36,700
Interest Income	13,478	7,299	10,000	10,000
Lottery Rev/Comm. Bettermt	66,368	09,598	900,000	900,000
Taxes - Form 51	353,608	354,449	300,000	300,000
Bond Proceeds	-	-	-	900,000
<b>Total Revenues</b>	1,353,935	1,297,197	1,269,215	2,146,700
<b>Funds Available</b>	4,333,226	4,075,406	2,951,785	3,434,519
<b>Expenditures</b>				
Contractual Services	99,369	217,606	197,019	222,179
Other Charges	355,933	359,449	300,000	300,000
<b>Total Expenditures</b>	455,302	577,055	497,019	522,179
<b>Transfers out</b>				
Transfer to General Fund	66,620	82,370	116,455	59,600
Transfer to Debt Service	659,430	701,934	626,331	288,013
Transfer to Golf Fund	250,000	250,000	250,000	125,000
Transfer to EDF	-	-	-	-
Transfer To CIP	123,665	89,400	449,093	1,140,500
<b>Total Transfers</b>	1,099,715	1,123,704	1,441,879	1,613,113
<b>Ending Balance</b>	2,778,209	2,374,646	1,012,887	1,299,227



# Golf Fund

Golf revenues for FY15 are budgeted to be \$223,250, which is consistent with the FY14 budget. Personnel expenses are recommended in FY15 to remain consistent with FY14. The recommended lottery transfer will decrease from \$250,000 to \$125,000 because the Golf Course debt paid off in December of 2013 (FY14). There are no capital items funded for FY 15.

The quality and appearance of the course, along with significant improvements in marketing and promotions have increased the interest in play at La Vista Falls. Golf rounds were down slightly in FY 14 due to cooler temperatures and far above average precipitation levels. It is anticipated that FY 15 will see rounds played consistent with what we saw in FY 12 and 13.



# Golf Fund

Golf Fund Summary				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>Balance Forward</b>	50,966	61,083	46,483	<b>24,537</b>
<b>Revenues</b>				
Green Fees	159,175	140,559	138,000	<b>138,000</b>
Carts	58,918	54,408	50,000	<b>50,000</b>
Concession Sales	34,927	35,202	30,000	<b>30,000</b>
Fee Income	361	297	200	<b>200</b>
Pro-Shop Merchandise	4,745	4,780	4,500	<b>4,500</b>
Miscellaneous	-	26	100	<b>100</b>
Interest Income	56	99	25	<b>450</b>
<b>Total Revenues</b>	<b>258,181</b>	<b>235,372</b>	<b>222,825</b>	<b>223,250</b>
<b>Transfers In</b>				
Lottery Transfer	250,000	250,000	250,000	<b>125,000</b>
<b>Total Available</b>	<b>559,147</b>	<b>546,455</b>	<b>519,308</b>	<b>372,787</b>
<b>Expenditures</b>				
S&B	224,806	196,240	216,118	218,431
Operating	273,258	253,885	257,590	115,697
Capital Expenditures	-	13,716	32,000	-
<b>Total Expenditures</b>	<b>498,064</b>	<b>463,841</b>	<b>505,708</b>	<b>334,128</b>
<b>Ending Balance</b>	<b>61,083</b>	<b>82,614</b>	<b>13,600</b>	<b>38,659</b>

# Golf Fund

## Golf Clubhouse

	<b>FY12 Actual</b>	<b>FY13 Actual</b>	<b>FY14 Budget</b>	<b>FY15 Adopted</b>
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	45,554	46,657	48,500	<b>50,187</b>
Salaries - Part-Time	29,101	34,736	44,180	<b>45,310</b>
Overtime Salaries	-	136	-	-
FICA	5,509	6,024	7,090	<b>7,306</b>
Insurance Charges	9,551	10,369	10,720	<b>9,575</b>
Pension	2,733	2,799	2,910	<b>3,011</b>
Self Insurance Expense	-	-	-	-
<b>Total Personnel Services</b>	<b>92,447</b>	<b>100,721</b>	<b>113,400</b>	<b>115,389</b>
<b>COMMODITIES</b>				
Inter-Fund Transfers				
Office Supplies	511	540	580	<b>580</b>
Wearing Apparel	418	84	400	<b>400</b>
Janitorial Supply	730	785	792	<b>792</b>
Other Commodities	12		400	
<b>Total Commodities</b>	<b>1,671</b>	<b>1,409</b>	<b>2,172</b>	<b>1,772</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	136	188	600	<b>614</b>
Telephone	1,714	2,118	2,700	<b>2,700</b>
Prof Services-Other	140	140	200	<b>200</b>
Utilities	9,806	10,821	9,975	<b>10,274</b>
Insurance and Bonds	4,713	4,846	5,000	<b>5,000</b>
Rentals	708	717	750	<b>750</b>
Advertising - Promo	1,826	976	1,800	<b>1,800</b>
Advert - Legal - Other	-	-	-	-
Printing	1,111	1,452	2,100	<b>2,154</b>
Dues & Subscriptions	37	47	-	<b>110</b>
Travel Expense	-	-	669	-
Towel/Uniform Cleaning	-	-	-	-
Training	-	-	3,500	-
Other Contract Services	1,149	1,054	1,200	<b>900</b>
Prof Services-Audit	350	446	500	<b>500</b>
Prof Services-Legal	-	17	-	-
Cart Lease-Misc	16,625	13,543	12,714	<b>8,544</b>
Pro Shop Misc	3,461	3,853	4,500	<b>4,500</b>
Concess Food - Other	16,104	16,992	10,000	<b>10,000</b>
<b>Total Contractual</b>	<b>57,880</b>	<b>57,209</b>	<b>56,208</b>	<b>48,046</b>
<b>MAINTENANCE</b>				
Buildings and Grounds	8,644	7,689	3,953	<b>3,775</b>
<b>Total Maintenance</b>	<b>8,644</b>	<b>7,689</b>	<b>3,953</b>	<b>3,775</b>

# Golf Fund

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Golf Clubhouse				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>OTHER CHARGES</b>				
Bond/Principal Expense	115,000	120,000	125,000	-
Bond/Interest Expense	16,458	10,083	3,406	-
Other Charges	5,412	4,201	5,200	5,200
Financial/Lend/Bond Fees	725	-	1,000	-
<b>Total Other Charges</b>	<b>137,595</b>	<b>134,284</b>	<b>134,606</b>	<b>5,200</b>
<b>CAPITAL OUTLAY</b>				
Other Capital Outlay	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Golf Clubhouse</b>	<b>298,236</b>	<b>301,311</b>	<b>310,339</b>	<b>174,182</b>

## **09-91      Golf Clubhouse**

### **Budget**

#### **Line Item**

#### **101      Full Time Salaries**

Salaries for full time Golf Clubhouse staff are included in this line item. A 2.5% base factor is included for potential salary increases in accordance with the compensation ordinance.

#### **102      Part-Time Salaries**

Salaries for part time Golf Clubhouse staff are included in this line item. A 2.5% base factor is proposed for potential salary increases in accordance with the compensation ordinance.

#### **104      FICA**

This is a mandatory withholding match that is a fixed percentage of salaries

#### **105      Insurance**

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### **107      Civilian Pension**

This line item funds the City's portion of employee pension contributions.

#### **201      Office Supplies**

This line item funds Golf Clubhouse office supplies. Funding requested at same level as last year.

#### **204      Wearing Apparel**

This line item includes funding for staff shirts. Funding requested at same level as last year.

#### **207      Janitorial Supplies**

This line item funds cleaning supplies for the Golf Clubhouse. Funding requested at the same level as last year.

#### **211      Other**

No funding is requested in this line item.

# Golf Fund

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## **09-91      Golf Clubhouse**

### **301      Postage**

This line item includes postage for Golf Clubhouse and City Wise newsletter. Funding requested is a slight increase from last year.

### **302      Telephone**

This line item funds telephone, internet and on-line cash register/credit card reader. Funding requested at same level as last year.

### **303      Professional Services - Other**

This line item funds new employee physicals. Funding requested at the same level as last year.

### **304      Utilities**

This line items funds gas, water and electric service for the golf course clubhouse. A 3% increase requested due to anticipated utility rate increases.

### **306      Rentals**

This line item funds the rental of portable toilets at the golf course. Funding requested at same level as last year.

### **308      Legal Ads**

This line item includes promotional and employment advertising. Funding requested at the same level as last year.

### **309      Printing**

This line item funds the printing of City Wise newsletter, scorecards and receipt books. Funding requested is a slight increase from last year.

### **310      Dues/Subscriptions**

This line item includes funds for yearly membership to the United States Golf Association. Reoccurring funds of \$110 are requested.

### **311      Travel Expense**

This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. No funding is requested in this line item.

### **313      Training**

This line item funds employee training opportunities. No funding is requested in this line item.

### **314      Other Contractual**

This line item funds security updates and yearly contracts. Funding requested at same level as last year. Computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### **320      Professional Services - Audit**

Funding for the City's annual financial audit is included in this line item.



## **09-91      Golf Clubhouse**

### **401      Building & Grounds**

This line item funds repairs and maintenance of the Golf Clubhouse. Funding requested is a slight decrease from last year.

### **505      Other Charges**

This line item funds miscellaneous purchases for the Golf Clubhouse. Funding requested at same level as last year.

### **8100    Cart Lease-Misc**

This line item decreased by \$4,170 due to the final payment being made on five cart lease/purchase agreements.

### **8300    Pro Shop – Misc**

This line item funds Golf clubhouse merchandise (golf balls, gloves, etc.). Funding requested at same level as last year.

### **8400    Concession-Other**

Funding requested at the same level as last year for concession products (beer, pop, food). Funding requested at same level as last year.

# Golf Fund

## Golf Maintenance

	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>PERSONNEL SERVICES</b>				
Salaries - Full-Time	87,382	47,792	45,403	46,922
Salaries - Part-Time	15,291	33,892	39,000	39,000
Overtime Salaries	323	355	400	400
FICA	7,260	6,163	6,487	6,604
Insurance Charges	16,862	4,458	8,704	7,301
Pension	5,243	2,860	2,724	2,815
Self Insurance Expense	0	0	0	0
<b>Total Personnel Services</b>	<b>132,359</b>	<b>95,520</b>	<b>102,718</b>	<b>103,042</b>
<b>COMMODITIES</b>				
Inter-Fund Transfers				
Office Supplies	35	37	26	26
Food Supplies	35	13	60	60
Motor Veh Supplies-Fuel	6,323	6,430	7,000	7,000
Janitorial Supply	117	25	100	100
Chemical Supply	3,207	2,326	3,500	3,500
Botanical Supply	6,710	4,733	6,500	6,500
Other Commodities	0	0	0	0
<b>Total Commodities</b>	<b>16,427</b>	<b>13,562</b>	<b>17,186</b>	<b>17,186</b>
<b>CONTRACTUAL SERVICES</b>				
Postage	136	191	190	204
Telephone	1,590	348	1,000	1,000
Prof Services-Other	70	70	80	80
Utilities	4,635	4,855	5,009	5,159
Insurance and Bonds	4,713	4,846	5,000	5,000
Advertising				
Printing	1,111	1,202	1,010	1,064
Dues and Subscriptions	483	518	515	540
Travel Expense	1,630	10	30	30
Training	905	330	440	440
Other Contract Services	7,482	7,287	4,916	1,214
Prof Services-Audit	350	446	500	500
Prof Services-Legal	0	0	0	0
<b>Total Contractual</b>	<b>23,106</b>	<b>20,103</b>	<b>18,690</b>	<b>15,231</b>

# Golf Fund

Golf Maintenance				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>MAINTENANCE</b>				
Buildings and Grounds	19,375	8,722	12,175	11,887
Repair & Maintenance	1,772	3,475	3,000	3,000
Vehicle Maintenance	2,994	6,586	5,500	5,500
Radio	0	0	0	0
Other	3,796	823	4,000	4,000
<b>Total Maintenance</b>	<b>27,936</b>	<b>19,605</b>	<b>24,675</b>	<b>24,387</b>
<b>OTHER CHARGES</b>				
Other Charges	0	25	100	100
<b>Total Other Charges</b>	<b>0</b>	<b>25</b>	<b>100</b>	<b>100</b>
<b>CAPITAL OUTLAY</b>				
Other Capital Outlay	0	13,716	32,000	0
<b>Total Capital Outlay</b>	<b>0</b>	<b>13,716</b>	<b>32,000</b>	<b>0</b>
<b>Total Golf Maintenance</b>	<b>199,828</b>	<b>162,530</b>	<b>195,369</b>	<b>159,946</b>

# Golf Fund

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## 9.92 Golf Maintenance

### Budget

### Line Item

#### 101 Full Time Salaries

This line item funds full time salaries for two positions. A 2.5% base factor is included for potential salary increases for the two current full time positions.

Similar to last year funding is allocated for the Golf Course Superintendent to spend 12.5% of his time doing administrative work for the golf course and the remaining 87.5% of his time doing research and project work at City Hall.

#### 102 Part Time Salaries

Funding request is the same as last year. This line item provides salary funding for 1.88 FTE seasonal positions.

#### 103 Overtime

Funding request is the same as last year. This line item provides overtime funding for one full time position and two seasonal positions.

#### 104 FICA

This is a mandatory withholding match that is a fixed percentage of salaries.

#### 105 Insurance Charges

This line item funds the City's portion of health, dental, life and disability insurance for employees. In an effort to keep health insurance rates at a manageable level, changes were made this past year to the way this benefit is funded. The City took on a portion of the liability, which resulted in lower premiums. Actual savings, if any, will depend on plan usage during a given year. The budget does include a potential 5% increase in insurance premiums, but we are hopeful this new funding mechanism will help us better keep insurance costs under control.

#### 107 Civilian Pension

This line item funds the City's portion of employee pension contributions.

#### 201 Office Supplies

Funding request is the same as last year. This line item funds office supplies used at the Golf Course Maintenance Shop.

#### 203 Food Supplies

Funding request is the same as last year. This line item funds two breakfast meetings with supervisory staff and the City Engineer.

#### 205 Motor Vehicle Supplies

Funding request is the same as last year. This line item provides for the purchase of fuel, oil, anti-freeze and tires for two vehicles and thirty one pieces of equipment.

## 9.92 Golf Maintenance

### 207 Janitorial Supplies

Funding request is the same as last year. This line item provides for paper products and cleaning supplies for the maintenance building. Janitorial services are handled by staff.

### 208 Chemical Supplies

Funding request is the same as last year. This line provides for chemical purchases used in turf and tree care on the course.

### 210 Botanical Supplies

Funding request is the same as last year. This line item funds the purchase of fertilizer and seed for the course.

### 301 Postage

Funding request is an increase from last year to reflect an increase in postage costs. A major portion of this line item is the proportionate share of mailing the City Newsletter.

### 302 Telephone

Funding request is the same as last year. This line item funds the phone service for the maintenance shop and the cell phone reimbursement for the Superintendent.

### 303 Professional Services - Other

This line item funds employee physicals and drug tests. The funding request is the same as last year.

### 304 Utilities

Additional funding is requested in this line item due to a projected 3% increase in utility costs. This line item provides for gas, electricity and water for the maintenance shop.

### 309 Printing

Funding request is a slight increase from last year. This line item provides for the printing of numerous items, including the quarterly city newsletter, envelopes, letterhead and business cards.

### 310 Dues and Subscriptions

Funding request shows an increase from last year to reflect an increase of twenty five dollars in national association dues. This line item funds professional memberships and certifications for the Superintendent and Assistant Superintendent. Examples include the Professional Golf Superintendents Association, Professional Grounds Maintenance Society and Nebraska Pesticide Applicators License.

### 311 Travel Expenses

Funding request is the same as last year. This line item funds all authorized trips and the expenses related to meals, lodging, transportation and miscellaneous incidental costs. Funding is included for the Nebraska Turf Conference, and NGCSA Seminars.

# Golf Fund

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## 9.92 Golf Maintenance

### 313 Training

This line item includes all training courses and seminar costs associated with registration. Funding is included for the Nebraska Turf Conference, Golf Course Superintendent Conference, NGCSA Seminars, Pesticide Applicator Training and Professional Development Courses. The request is the same as last year.

### 314 Other Contractual Services

Funding request is a decrease from last year which reflects the final loan payment on the spray rig in April 2014. This line item is for contracts with Payroll Maxx, EAP and Heritage Crystal Clean. Also, computer services have been included in this line item in the past and have been moved to a separate budget (26) specifically designated for Information Technology (IT) expenses.

### 401 Buildings and Grounds

The funding requested is a slight decrease from last year. This line item is for the repair and maintenance of the shop and course.

### 409 Machine – Equipment and Tool Maintenance

Funding request is the same as last year. This line item is for the repair, maintenance and replacement of maintenance tools and equipment such as chain saws, weed eaters, push mowers and mechanic tools.

### 410 Motor Vehicle Maintenance

Funding request is the same as last year. This line item funds the repair and maintenance of two vehicles and thirty one pieces of equipment.

### 411 Radio Maintenance

No funding requested in this line item.

### 412 Other Maintenance

Funding request is the same as last year. This line provides funding for the repair and maintenance of the course including pins, cups, sand and other supplies required to maintain the course and irrigation system.

### 505 Other Charges

Funding request is the same as last year. This line item funds the purchase of supplies that do not logically fall into any one of the scheduled accounts. This line item also covers expenses for employees to attend the annual employee recognition dinner.

# Golf Fund

Department	Number Approved	Name of Conference	Location	Approved Travel (01-0311)	Approved Training (01-0313)
Golf Clubhouse	1	LEAD Training	Charlottesville VA	-	-
Subtotal				-	-
Golf Maintenance	1	NGCSA Seminars (Various)	Nebraska	-	140
	2	Nebraska Green Industry Conference	La Vista NE	30	300
Subtotal				30	440





# Economic Development Fund

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Under the City's Local Option Economic Development Program, a \$600,000 sales tax transfer from the General Fund is required to make the debt service payment on the \$3 million grant and \$18 million loan made to John Q. Hammons (JQH) to facilitate construction of the JQH Embassy Suites/Conference Center/Marriott Courtyard. Also included in the revenue projections are the quarterly interest payments to be paid by JQH on the \$15.8 million construction loan which will be repaid in FY17. Since its inception, including the budgeted \$600,000 in the current fiscal year (FY14), the City will have transferred \$2,880,000 of sales tax revenue into the Economic Development fund.

## ***About the Economic Development Program***

- The Mayor and Council adopted Ordinance No. 919 (as amended by Ordinance No. 921) in accordance with Neb. Rev. Stat. Sections 18-2701 ("Local Option Municipal Economic Development Act") and thereby established an economic development program.
- Economic Development Program was previously approved by a majority of affirmative votes of registered voters at a special election held on September 30, 2003.
- In accordance with the "Local Option Municipal Economic Development Act" the City is authorized to issue bonds for purposes of the Act.
- Proprietary or commercial information that the applicant or JQH in this case provides to the City and desires to remain confidential shall remain confidential and not be publicly disclosed.
- There was a \$2M per year maximum under State Statute at the time the City's programmed was approved by voters that could be appropriated from funds derived directly from local sources of revenue for all economic development programs.
- On February 20, 2007, by Ordinance No. 1023, the City Council approved the Economic Development program application of John Q. Hammons along with a Development Agreement, Loan Classification, Loan Application and grant of \$3 million and loan of \$18 million to construct a full service hotel and conference center facility in Southport West.

# Economic Development Fund

Economic Development Program Fund Summary				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>Total Brought Forward</b>	1,093,984	883,395	670,306	<b>456,925</b>
<b>Revenues</b>				
Interest Income	1,010	-	-	-
CC Loan Payment	1,186,573	1,186,573	1,186,573	<b>1,186,573</b>
<b>Total Revenues</b>	1,187,583	1,186,573	1,186,573	<b>1,186,573</b>
<b>Transfers In</b>				
Sales Tax - General Fund	600,000	600,000	300,000	<b>600,000</b>
Sales Tax - Debt Service Fund	-	-	300,000	-
<b>Total Transfers</b>	600,000	600,000	600,000	<b>600,000</b>
<b>Total Available</b>	<b>2,881,567</b>	<b>2,669,968</b>	<b>2,456,880</b>	<b>2,243,498</b>
<b>Expenditures</b>				
Debt Service - Bond Principal	535,000	570,000	605,000	<b>645,000</b>
Debt Service - Bond Interest	1,463,172	1,429,662	1,393,396	<b>1,353,854</b>
<b>Total Expenditures</b>	1,998,172	1,999,662	1,998,396	<b>1,998,854</b>
<b>Ending Balance</b>	<b>883,395</b>	<b>670,306</b>	<b>458,484</b>	<b>244,645</b>

# Economic Development Fund

## \$21.245M Economic Development Bond Dated July 2007

Date	PRINCIPAL	COUPON	INTEREST
FY 2015	645,000	6.38000	1,353,854
FY 2016	685,000	6.38000	1,311,427
FY 2017	730,000	6.53000	1,265,741
FY 2018	780,000	6.53000	1,216,439
FY 2019	835,000	6.83000	1,162,457
FY 2020	890,000	6.83000	1,103,548
FY 2021	960,000	7.73000	1,037,288
FY 2022	1,035,000	7.73000	961,419
FY 2023	1,120,000	7.73000	878,128
FY 2024	1,210,000	7.73000	788,074
FY 2025	1,305,000	7.73000	690,869
FY 2026	1,410,000	7.73000	585,934
FY 2027	1,525,000	7.73000	472,496
FY 2028	1,645,000	7.73000	349,976
FY 2029	1,780,000	7.73000	217,600
FY 2030	1,925,000	7.73000	74,401
	<u>6,560,000</u>		<u>13,177,647</u>



## Off-Street Parking Fund

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On January 17, 2006 the City Council approved Ordinance No. 979 for the creation of Vehicle Off-Street Parking District No. 1 of the City of La Vista, Nebraska in Southport West. Creation of the parking district gave the City a means to address the immediate and future needs for public parking in the Southport West development. The district includes all lots, land, and right-of-way within the Southport West subdivision. On March 21, 2006 the Council approved Ordinance No. 983 authorizing the issuance of General Obligation Off-Street Parking Bonds, Series 2006, in the principal amount of \$7,940,000 to facilitate the construction/acquisition of the first phase of parking improvements in the Off-Street Parking District.

The Off-Street Parking District is funded through a sales tax transfer from the General Fund. The off-street parking bonds were refinanced in FY12. The transfer for FY15 is \$615,000 and is projected to remain at \$615,000 for FY16 through FY19 to keep the balance forward positive. Expenditures in FY15 provides for debt service in the amount of \$578,560 and \$40,467 for routine maintenance.

# Off-Street Parking Fund

## Off Street Parking Fund Summary

	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>Balance Forward</b>	27,349	26,552	12,398	<b>6,695</b>
<b>Revenues</b>				
Interest Income	54	49	-	-
Bond Proceeds	-	-	-	-
<b>Total Revenues</b>	54	49	-	-
<b>Transfers In</b>				
General Fund (Sales Tax)	550,000	605,000	605,000	<b>615,000</b>
Debt Service (Sales Tax)	-	-	-	-
<b>Total Transfers</b>	550,000	605,000	605,000	<b>615,000</b>
<b>Total Available</b>	577,403	631,600	617,398	<b>621,695</b>
<b>Expenditures</b>				
Operating Expenditures	31,968	40,192	38,400	<b>40,467</b>
Debt Service - Bond Principal	352,421	405,000	415,000	<b>425,000</b>
Debt Service - Bond Interest	166,462	169,654	161,960	<b>153,560</b>
<b>Total Expenditures</b>	550,851	614,845	615,360	<b>619,027</b>
<b>Ending Balance</b>	26,552	16,755	2,038	<b>2,668</b>

# Off-Street Parking Fund

## \$6.495M Off-Street Parking Bond Dated June 2001

Date	PRINCIPAL	COUPON	INTEREST
FY 2015	425,000	2.00000	153,560
FY 2016	430,000	2.20000	144,580
FY 2017	445,000	2.30000	134,733
FY 2018	450,000	2.40000	124,215
FY 2019	465,000	2.70000	112,538
FY 2020	475,000	2.95000	99,254
FY 2021	495,000	3.15000	84,451
FY 2022	505,000	3.35000	68,196
FY 2023	525,000	3.50000	50,550
FY 2024	545,000	3.65000	31,416
FY 2025	565,000	3.80000	10,735
	<u>5,325,000</u>		<u>1,014,228</u>





# Redevelopment Fund

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The redevelopment of the 84<sup>th</sup> Street corridor has been one of the Mayor and City Council's top strategic priorities over the past several years. In January 2009 the City embarked on a community visioning process that resulted in the development of Vision 84, a plan for the redevelopment of the 84<sup>th</sup> Street corridor. A Civic Park Master Plan was also created, which calls for converting the existing golf course into a regional park. This is one of the major components of the overall plan.

In May 2014 the La Vista voters authorized an additional ½ cent local option sales tax to fund public infrastructure projects related to redevelopment of 84<sup>th</sup> Street. Anticipated revenues are shown below. The revenue projections are conservative and will remain so until we have a better understanding of our sales and use tax revenue stream.

Fiscal Year	Estimated Sales Tax
FY15	\$1,200,000
FY16	\$1,224,000
FY17	\$1,248,480
FY18	\$1,273,450
FY19	\$1,298,919

# Redevelopment Fund

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Redevelopment Fund Summary				
	FY12 Actual	FY13 Actual	FY14 Budget	FY15 Adopted
<b>Balance Forward</b>				
<b>Revenues</b>				
Sales Tax		-	-	1,200,000
<b>Total Available</b>			-	1,200,000
<b>Expenditures</b>				
Operating				
Expenditures	-	-	-	200,000.00
Debt Service	-		-	-
<b>Total Expenditures</b>		-	-	200,000.00
<b>Ending Balance</b>				1,000,000.00

## Tax History

Year	Valuation Growth	Assessed Valuation	Total Tax Levy per/\$100	General Tax Levy per/\$100	Debt Tax Levy per/\$100	Total Tax Revenue	General Fund	Debt Service	One Cent Levy
1990		184,857,533	0.52598			\$972,314			\$ 18,486
1991	3.83%	191,935,153	0.50056			\$960,751			\$ 19,194
1992	9.04%	209,276,906	0.49271			\$1,031,128			\$ 20,928
1993	4.44%	218,567,039	0.49393			\$1,079,568			\$ 21,857
1994	10.98%	242,563,695	0.46574			\$1,129,716			\$ 24,256
1995	5.44%	255,766,525	0.51181			\$1,309,039			\$ 25,577
1996	8.03%	276,294,714	0.46599			\$1,287,506			\$ 27,629
1997	-1.40%	272,418,533	0.45599			\$1,242,201			\$ 27,242
1998	1.84%	277,417,910	0.451665			\$1,253,000			\$ 27,742
1999	21.09%	335,928,777	0.4500	0.4300	0.02	\$1,511,679	\$1,444,494	\$67,186	\$ 33,593
2000	18.03%	396,504,904	0.4500	0.4300	0.02	\$1,784,272	\$1,704,971	\$79,301	\$ 39,650
2001	6.85%	423,659,368	0.4500	0.4300	0.02	\$1,906,467	\$1,821,735	\$84,732	\$ 42,366
2002	7.45%	455,212,777	0.4500	0.4300	0.02	\$2,048,457	\$1,957,415	\$91,043	\$ 45,521
2003	6.09%	482,934,886	0.4935	0.4735	0.02	\$2,383,284	\$2,286,697	\$96,587	\$ 48,293
2004	5.99%	511,881,414	0.4935	0.4735	0.02	\$2,526,135	\$2,423,758	\$102,376	\$ 51,188
2005	8.18%	553,757,119	0.4935	0.4735	0.02	\$2,732,791	\$2,622,040	\$110,751	\$ 55,376
2006	17.69%	651,690,883	0.498435	0.4784	0.02	\$3,248,255	\$3,117,917	\$130,338	\$ 65,169
2007	37.77%	897,837,113	0.5235	0.4435	0.08	\$4,700,177	\$3,981,908	\$718,270	\$ 89,784
2008	5.88%	950,626,037	0.5235	0.4435	0.08	\$4,976,527	\$4,216,026	\$760,501	\$ 95,063
2009	7.19%	1,018,941,739	0.5235	0.4435	0.08	\$5,334,160	\$4,519,007	\$815,153	\$ 101,894
2010	3.04%	1,049,942,564	0.5235	0.4735	0.05	\$5,496,449	\$4,971,478	\$524,971	\$ 104,994
2011	0.89%	1,059,337,658	0.5500	0.5000	0.05	\$5,826,357	\$5,296,688	\$529,669	\$ 105,934
2012	0.10%	1,060,374,615	0.5500	0.4900	0.06	\$5,832,060	\$5,195,836	\$636,225	\$ 106,037
2013	17.31%	1,243,966,760	0.5500	0.4900	0.06	\$6,841,817	\$6,095,437	\$746,380	\$ 124,397
2014	2.02%	1,269,085,286	0.5500	0.4900	0.06	\$6,979,969	\$6,218,518	\$761,451	\$ 126,909

# Line Item Description & Detail

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## PERSONNEL SERVICES

*Personnel Services* include expenditures made as compensation for services rendered by City employees and officials.

**101. Salaries – Full-Time.** Includes the salaries of all City employees who are working full time hours, as set forth and defined in the City of La Vista Personnel Rules and Regulations Manual.

**102. Salaries – Part-Time.** Includes the wages of all City employees who are working part-time hours, as set forth and defined in the City of La Vista Personnel Rules and Regulations Manual.

**103. Overtime.** Includes the overtime costs anticipated during the next year.

**104. FICA.** Includes the mandatory withholding match for FICA that is a fixed percentage of salaries.

**105. Insurance.** Includes the City's portion of health, dental, life and disability insurance for employees and their dependents.

**106. Other Personnel Services.** Includes all remuneration of City employees for job related services that are not otherwise compensated for and which cannot be conveniently classified in any of the above accounts.

**107. Pension - Civilian.** Includes the City's pension contribution for all employees, other than sworn Police, the City Administrator, and the Assistant City Administrator.

**108. Pension - Other.** Includes the City's pension contribution for all sworn police employees as well as the City Administrator and the Assistant City Administrator.

**109. Self Insurance Expenses.** Includes all self-insurance charges for employees and their dependents (not currently being used).

**110. Excess Insurance Reimbursement.**

## COMMODITIES

*Commodity* accounts include purchases of tangible parts, supplies, and tools for replacement purposes and any new equipment purchases which are less than \$1,000.00. It should be noted that all replacement parts essential for the proper maintenance of machines, equipment, etc. should be charged to the proper maintenance account.

**201. Office Supplies.** Includes all office supplies designed for general use in any office (does not include any printed forms, letterhead stationery, reports, etc. which are designed for a specific organization or purpose. Such purchases would be charged to Account 309.

**202. Books and Periodicals.** Includes all single issue purchases of copies of magazines, books, pamphlets, etc. Subscriptions would be charged to Account 301.

# Line Item Description & Detail

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**203. Food Supplies.** Includes all food purchases for whatever purpose.

**204. Wearing Apparel.** Includes all purchases of protective or work clothing and uniforms, including caps, gloves, shoes, etc.

**205. Motor Vehicles Supplies.** Includes all purchases of fuel, lubricants, auto license, and expendable appurtenances used by motor equipment or vehicles.

**206. Lab and Maintenance Supplies.** Includes all purchases of laboratory, photographic supplies, and small tools or equipment which are used for repair work and do not have useful life in excess of two years.

**207. Janitor Supplies.** Includes all purchases of janitor, custodial, and cleaning supplies.

**208. Chemical Supplies.** Includes all purchases of expendable chemicals used in laboratory, chemical treatment processes or any other purpose for which chemicals are intended.

**209. Welding Supplies.** Includes all repair or replacement purchases of welding equipment, regardless of price, as well as parts which represent an improvement or addition to existing equipment and cost less than \$1,000.00. Improvement purchases costing more than \$1,000.00 would be charged to Account 611.

**210. Botanical.** Includes all purchases of greenery, shrubs, trees, and seeds. Items such as fertilizers and insecticides which are used to maintain the existing shrubbery, lawns, etc. should be charged to Account 401.

**211. Other Commodities.** Should a commodity purchase not reasonably fall into the accounts provided, or be too insignificant to warrant the inclusion of the account, such purchases would be included in Account 211.

## CONTRACTUAL SERVICES

*Contractual Services* refers to all expenses, the distinguishing feature of which involves the performance of a certain service by an individual, business concern, or outside organization. Such service usually involves no tangible or concrete articles.

**301. Postage.** Includes all postage meter charges and other postage expenses related to the cost of outgoing City mail.

**302. Telephone.** Includes all expenses involved in telephone service for City business.

**303. Professional Services.** Includes all fees for the retention of professional or technical services provided by outside individuals, organizations, or firms; other than legal or audit services.

**304. Utilities.** Includes all costs for electric energy, natural gas energy and water services.

# Line Item Description & Detail

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**305. Insurance and Bonds.** Includes all expenses involved in the purchase of property, casualty, liability, and workers compensation insurance, surety, bonds, notary bonds, etc.

**306. Rentals.** Includes all expenditures involved in the rental of land, buildings, equipment, fire hydrants, etc.

**307. Car Allowance.** Includes all expenses involved in compensation of City Employees for use of private vehicles on City business.

**308. Legal Advertising.** Includes all of the costs of classified and legal advertising not associated with a particular commodity purchase or capital outlay item.

**309. Printing.** Includes all costs of materials, printing or processing involved in the reproduction of items by an outside firm which items are specifically designed or reproduced for the use of a City department.

**310. Dues and Subscriptions.** Includes all costs involved in subscriptions to periodical magazines and professional publications, as well as charges for dues to professional organizations.

**311. Travel Expense.** Includes all expenses related to meals, lodging, transportation and miscellaneous incidental costs associated with authorized trips.

**312. Towel/Cleaning Service.** Includes all expenses involved in the purchase of cleaning and laundry service from an outside firm.

**313. Training Assistance.** Includes all registration/tuition expenses related to training courses and seminar costs. This account also includes funding for educational financial assistance for college and technical schooling related to the job.

**314. Other Contractual Services.** Includes all contractual services which cannot reasonably be allocated to any of the above accounts.

**320. Professional Services – Auditing.** Includes all fees for auditing services performed by an outside CPA firm.

**321. Professional Services – Legal.** Includes all fees for legal services performed by the City Attorney's office or other attorneys retained to handle such services for the City.

## MAINTENANCE

**401. Building and Grounds.** Includes all expenses for materials and any associated labor charges for maintenance to buildings or land.

**405. Sanitary Sewer Maintenance.** Includes all expenses for the repair and maintenance of the sanitary sewer system.

**406. Storm Sewers.** Includes all expenses for the repair and maintenance of storm sewers.

# Line Item Description & Detail

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**407. Sidewalks and Curbs.** Includes all expenses related to the repair, maintenance and construction of sidewalks.

**408. Street Maintenance.** Includes all expenses involved in the maintenance of streets such as the removal and replacement of concrete and asphalt panels, curb and gutter repair, street sweeping, crack sealing, etc.

**409. Machine, Tool, and Equipment Maintenance.** Includes all expenses for the repair, maintenance and replacement of tools and equipment such as chain saws, weed eaters, concrete saws, table saws, etc.

**410. Motor Vehicles Maintenance.** Includes all expenses for repair or replacement parts and supplies that are used on automobiles, trucks, motor vehicles, motorcycles or other major equipment.

**411. Radio Maintenance.** Includes all expenses for repairs and maintenance of radio equipment.

**412. Winter Maintenance.** Includes all expenses for winter operations including sand, salt, plow blades, liquid deicer and equipment parts.

## OTHER CHARGES

*Other Charges* shall include those expenses which do not logically fall into any of the scheduled accounts.

**505. Other Charges.** Includes all expenses which will not logically fall into any of the scheduled accounts.

## CAPITAL OUTLAY

*Capital Outlay* includes the purchase of furniture, fixtures, equipment, machinery, and improvements which have an original cost of over \$1,000.00 and which logically fall into the category of fixed assets. Such items should represent an addition to the net worth of the City. Included below are the number and name of each capital account presently in use.

- 601. Land
- 602. Buildings
- 603. Bridges and Culverts
- 604. Sewer Plant
- 605. Sanitary Sewer
- 606. Sidewalks and Curbs
- 607. Storm Sewers
- 608. Streets
- 609. Man-holes and Hydrants
- 610. Office Equipment
- 611. Machines and Tools (Major)

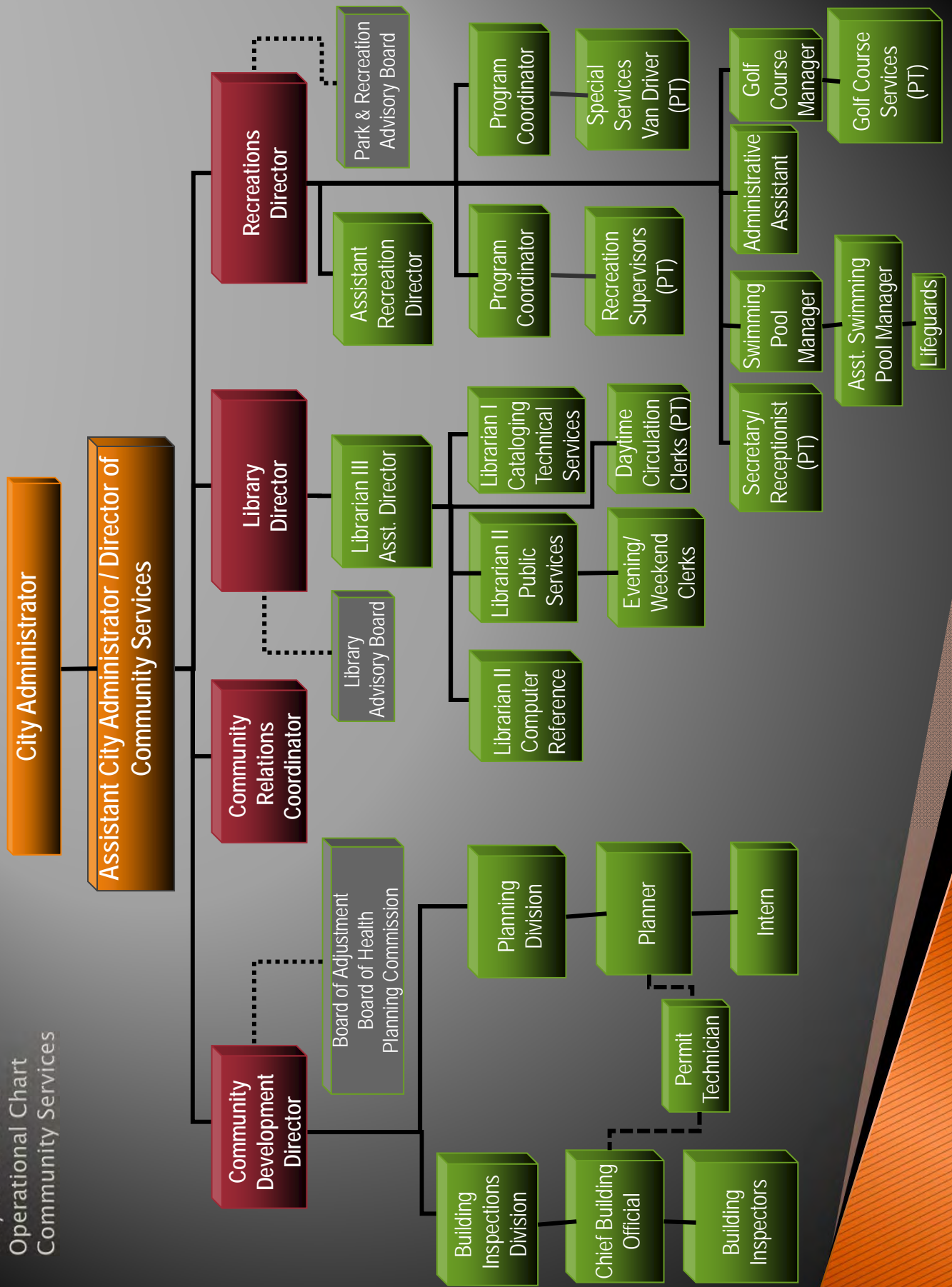
## Line Item Description & Detail

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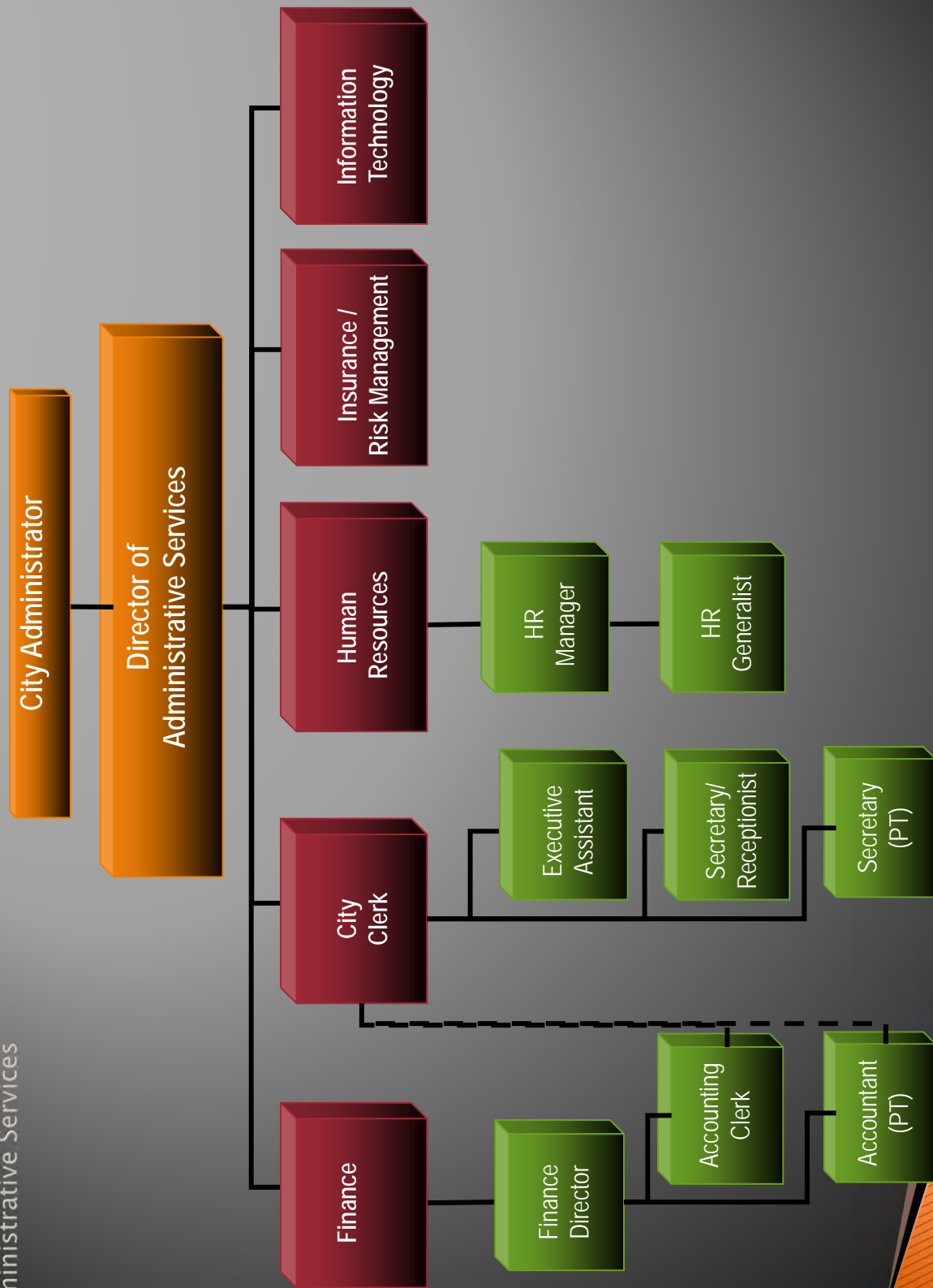
- 612. Instruments and Fire Apparatus
- 613. Motor Vehicle
- 614. Road Machinery
- 615. Fire Hose
- 616. Traffic Signs and Makers
- 617. Radio Systems
- 618. Other Capital Outlays

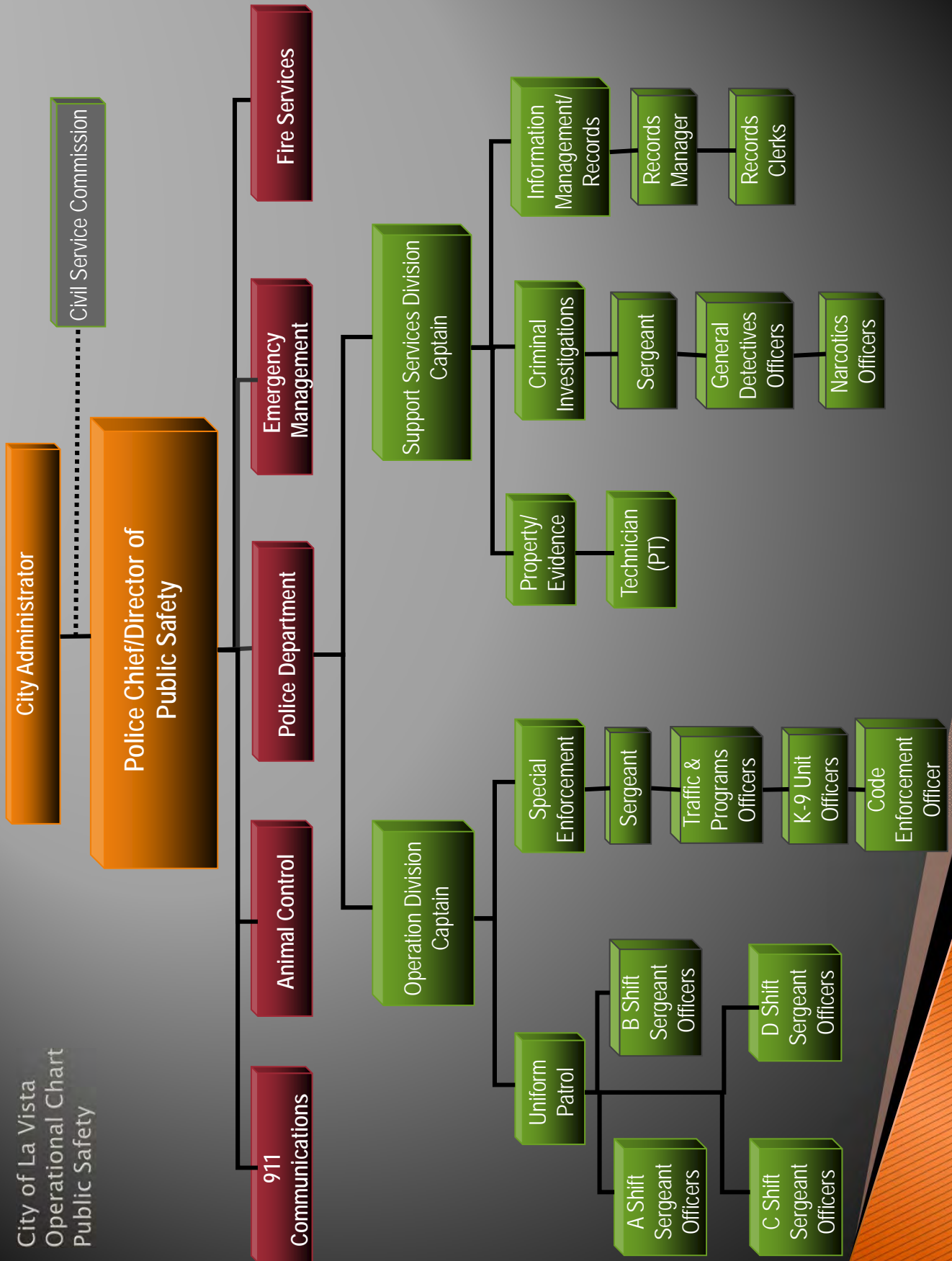


City of La Vista  
Operational Chart  
Community Services



City of La Vista  
Operational Chart  
Administrative Services





City of La Vista  
Operational Chart  
Public Works

