

Municipal Budget Notes — FY17 and FY18

01-30 Special Services Bus

The Special Services Bus budget consists of operating expenses related to the Special Services Bus and includes the positions of Recreation Director, Program Coordinator, Administrative Assistant and Bus Drivers.

Budget Line Item

101 Full-Time Salaries

Salaries for a portion of the full time positions noted above are included in this line item based on the support they provide to this program.

FY17 – A 3% base factor is included for potential salary increases. In order to get all employees on a common salary increase date (October 1) in conjunction with the new performance evaluation system, everyone will receive a base factor increase in October 2016.

FY18 – While a 3.75% increase for salaries is shown, during budget preparation next year we will have data from performance reviews and will be able to budget actual increase percentages.

102 Part-Time Salaries

Salaries for the bus driver positions noted above are included in this line item.

FY17 – A 3% base factor is included for potential salary increases. In order to get all employees on a common salary increase date (October 1) in conjunction with the new performance evaluation system, everyone will receive a base factor increase in October 2016.

FY18 – While a 3.75% increase for salaries is shown, during budget preparation next year we will have data from performance reviews and will be able to budget actual increase percentages.

103 Overtime Salaries

Funding in this line item is for occasional overtime needs of the Bus Drivers.

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, the City takes on a portion of the liability by funding a portion of the deductible, which results in lower premiums. Actual savings, if any, will depend on plan usage during a given year.

FY17 – A potential 6% increase in insurance premiums is included, but the new funding mechanism has shown good results to date and will hopefully help us better keep insurance costs under control.

FY18 – A potential 6% increase in insurance premiums is included for planning purposes, however, our insurance program is reviewed annually and any necessary adjustments will be made.

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.

204 Wearing Apparel

This line item funds uniforms for bus drivers.

205 Motor Vehicle Supplies

This line item provides funding for fuel, tires, and brakes for the vehicles used for the Special Services Bus program.

211 Other Commodities

This line item provides funding for miscellaneous items used for the Special Services Bus program. A \$600 grant will be requested from the La Vista Community Foundation.

302 Telephone

This line item includes funding for cell phones used by the bus drivers. Drivers take calls directly and schedule their own appointments.

410 Motor Vehicle Maintenance

This line item provides funding for repairs and maintenance to the Special Services Bus vehicles.

613 Motor Vehicles

No funding is requested in this line item.

Fund	Department	Dept Name	Pay Range	Position/Job Title	FT/PT/Seasonal	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Narrative
01	30	Special Services Bus	110	Bus Driver	PT	1.83	1.83	1.83	1.83	1.83	1.83	
01	30	Special Services Bus	160	Program Coordinator	FT	1	1	1	1	1	1	
01	30	Special Services Bus	215	Recreation Director	FT	1	1	1	1	1	1	
01	30	Special Services Bus	130	Administrative Assistant	FT	1	1	1	1	1	1	
						4.83	4.83	4.83	4.83	4.83	4.83	
				Hours per year		4225	4225	4225	4225	4225	4225	
				FTE		2.03	2.03	2.03	2.03	2.03	2.03	

	A	B	BM	BN	BO	BQ	BS	BT	BU	BV
2			FY15	FY16	FY16	FY17	FY18	FY19	FY20	FY21
3			Actual	Budget	YE Estimate	Recommended	Recommended	Projected	Projected	Projected
1917	30-SPECIAL SERVICES BUS									
1918										
1919	PERSONNEL SERVICES									
1920	101	Salaries - Full-Time	8,118	8,567	8,567	8,855	9,187	9,532	9,890	10,261
1921	102	Salaries - Part-Time	41,428	46,406	46,406	47,101	48,868	50,700	52,602	54,575
1922	103	Overtime	155	199	211	199	206	214	222	230
1923	104	FICA	3,756	4,221	4,221	4,296	4,458	4,625	4,798	4,977
1924	105	Insurance Charges	2,005	1,900	1,900	1,729	1,832	1,941	2,058	2,182
1925	107	Pension	495	514	514	531	551	572	593	615
1926		Total Personnel Services	55,957	61,807	61,819	62,710	65,102	67,584	70,163	72,840
1927										
1928	COMMODITIES									
1929	201	Office Supplies	58	300	300	300	306	312	318	324
1930	204	Wearing Apparel	677	1,300	1,300	1,300	1,326	1,353	1,380	1,407
1931	205	Motor Vehicle Supplies	10,124	17,784	17,784	17,784	18,140	18,503	18,873	19,250
1932	211	Other Commodities	3,080	1,400	1,400	1,400	1,428	1,457	1,486	1,516
1933		Total Commodities	13,939	20,784	20,784	20,784	21,200	21,625	22,057	22,497
1934										
1935	CONTRACTUAL SERVICES									
1937	302	Telephone	1,077	584	1,100	1,100	1,122	1,144	1,167	1,190
1938	303	Prof Services-Other	25	200	200					
1940	307	Auto Allowance	17							
1941	308	Legal Advertising	16							
1943	314	Other Contractual Services								
1946		Total Contractual Services	1,135	784	1,300	1,100	1,122	1,144	1,167	1,190
1947										
1948	MAINTENANCE									
1949	410	Motor Vehicle Maintenance	2,699	5,386	5,386	5,386	5,494	5,604	5,716	5,830
1951		Total Maintenance	2,699	5,386	5,386	5,386	5,494	5,604	5,716	5,830
1952										
1953	CAPITAL OUTLAY									
1954	613	Motor Vehicles		10,500	10,500				56,500	
1955		Total Capital Outlay		10,500	10,500				56,500	
1956										
1957		TOTAL	73,730	99,261	99,789	89,980	92,918	95,957	155,603	102,357
1958										

state pays \$40,000

	A	B	BM	BN	BO	BQ	BS	BT	BU	BV
2			FY15	FY16	FY16	FY17	FY18	FY19	FY20	FY21
3			Actual	Budget	YE Estimate	Recommended	Recommended	Projected	Projected	Projected
1959		Expenditure % Change	7%	35%	1%	-9%	3%	3%	62%	-34%
1960		Personnel Services	18%	10%		1%	4%	4%	4%	4%
1961		Commodities	8%	49%			2%	2%	2%	2%
1962		Contractual Services	-1%	-31%	66%	40%	2%	2%	2%	2%
1963		Maintenance	-64%	100%			2%	2%	2%	2%
1966				Budget to Actual	Estimate to Budget	Recom to Budget	Recomm to Recomm	Budget to Budget	Budget to Budget	Budget to Budget
1967		\$ Amount Change	-4,030	25,531	528	-9,281	2,938	3,039	59,646	-53,246
1968		Personnel Services	5,067	5,850	12	903	2,392	2,482	2,579	2,677
1969		Commodities	-6,245	6,845			416	425	432	440
1970		Contractual Services	-165	-351	516	316	22	22	23	23
1971		Maintenance	-2,687	2,687			108	110	112	114
1972		Other Charges								
1973		Capital Exp		10,500		-10,500			56,500	-56,500
1974										
1975					0					