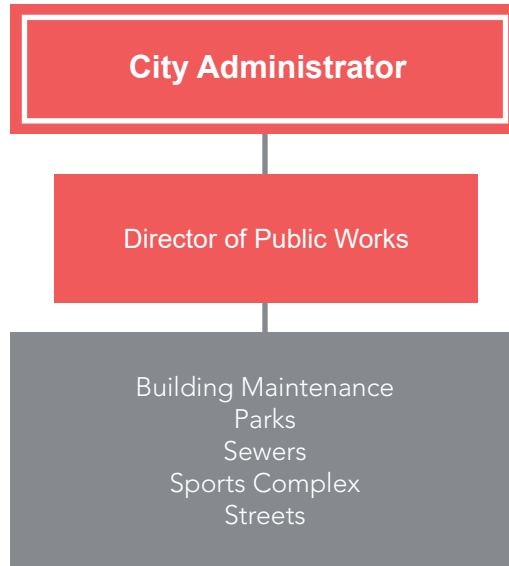


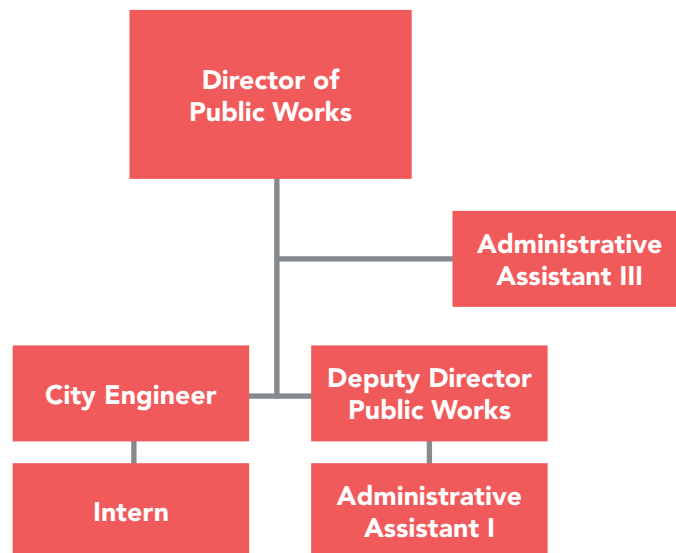
Public Works





Public Works Administration

Public Works Administration Organizational Chart



OVERVIEW

The Public Works Department is dedicated to maintaining and improving the quality of life for citizens by planning for future needs, building and maintaining the City's public infrastructure and facilities, managing the public investments and protecting the health and safety of the community. Divisions within the Public Works Department include: Streets, Parks, Facilities and Sewer.

2017-18 HIGHLIGHTS

- Held first annual Earth Day event
- Completed an agreement with City of Papillion for improvements to Portal Drainageway
- Coordinated with the NDOT to make improvements at Giles Road & I-80 interchange
- Coordinated with Sarpy County on the 132nd & West Giles Road project
- Installed sign at 96th & Brentwood
- Prepared application to renew the MS4 Discharge Permit
- Hosted Omaha Green Infrastructure tour stop on Thompson Creek in September
- Worked with PMRNRD and City of Omaha to design and take bids for West Papio Trail extension to Q Street

- Worked with Community Development and City Administration on Corridor 84 related projects

BUDGET & INITIATIVES

The City Engineer has indicated a potential retirement date in late 2019. The addition of a Deputy City Engineer position in FY19 is being recommended in an effort to hire someone to learn from the current City Engineer, who has accumulated over 30 years of service to the City. The City Engineer has indicated an interest in doing some part-time or contractual work for the City following his retirement. This will be invaluable as we make the transition and with the large number of complex projects currently underway. Funding has been included for this work as well.

Other initiatives include:

- Develop departmental/division operation plans that align with the City's mission, vision & values
- Develop departmental staffing plan
- Develop life cycle replacement and deferred maintenance schedule for major capital assets
- Continue to coordinate oversight of public infrastructure improvement projects

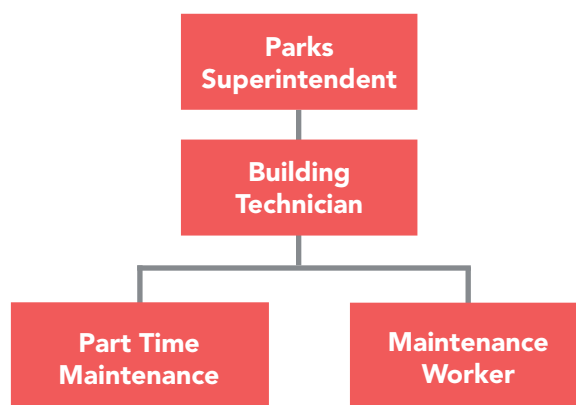
Public Works Administration

PUBLIC WORKS ADMINISTRATION EXPENDITURE SUMMARY

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|-----------------------------|-----------------|----------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONNEL SERVICES | | | | | | | | |
| Salaries - Full-Time | 217,156 | 244,921 | 235,000 | 295,577 | 307,679 | 317,011 | 326,693 | 336,738 |
| Salaries - Part-Time | 9,307 | 9,810 | 1,917 | 9,537 | 9,895 | 10,266 | 10,651 | 11,050 |
| Overtime Salaries | 184 | 724 | 300 | 673 | 698 | 725 | 753 | 781 |
| FICA | 16,926 | 19,542 | 18,700 | 23,393 | 24,348 | 25,092 | 25,865 | 26,665 |
| Insurance Charges | 14,282 | 14,945 | 14,945 | 30,958 | 32,816 | 34,785 | 36,873 | 39,085 |
| Pension | 13,062 | 14,739 | 12,861 | 17,775 | 18,504 | 19,064 | 19,648 | 20,252 |
| SUBTOTAL | 270,917 | 304,681 | 283,723 | 377,913 | 393,940 | 406,943 | 420,483 | 434,571 |
| COMMODITIES | | | | | | | | |
| Office Supplies | 68 | 88 | 88 | 89 | 90 | 91 | 92 | 93 |
| SUBTOTAL | 68 | 88 | 88 | 89 | 90 | 91 | 92 | 93 |
| CONTRACTUAL SERVICES | | | | | | | | |
| Tele/Cell/Pager | 1,350 | 1,980 | 1,440 | 1,620 | 1,636 | 1,652 | 1,669 | 1,685 |
| Car Allowance | 368 | - | 150 | - | - | - | - | - |
| Printing | 138 | 46 | 46 | 47 | 48 | 49 | 50 | 51 |
| Dues & Subscriptions | 1,099 | 610 | 1,400 | 1,000 | 1,010 | 1,020 | 1,030 | 1,040 |
| Travel | 2,817 | 5,376 | 5,376 | 3,513 | 4,492 | 3,655 | 3,728 | 4,710 |
| Training | 4,420 | 5,603 | 5,603 | 4,497 | 4,888 | 4,679 | 3,579 | 3,949 |
| Other Contractual Services | 1,855 | 1,558 | 1,764 | 1,800 | 1,818 | 1,836 | 1,854 | 1,873 |
| SUBTOTAL | 12,047 | 15,173 | 15,779 | 12,477 | 13,892 | 12,891 | 11,910 | 13,308 |
| OTHER CHARGES | | | | | | | | |
| Other Charges | 682 | 220 | 500 | 222 | 224 | 226 | 228 | 231 |
| SUBTOTAL | 682 | 220 | 500 | 222 | 224 | 226 | 228 | 231 |
| TOTAL EXPENDITURES | 283,714 | 320,162 | 300,090 | 390,701 | 408,146 | 420,151 | 432,713 | 448,203 |

Building Maintenance

Building Maintenance Organizational Chart



OVERVIEW

The Building Maintenance Division of Public Works maintains and cares for all City-owned buildings and the mechanical infrastructure that they contain. The division's primary objective is to ensure that the physical plant of the City remains in good repair, allowing for clean, safe spaces for citizens to gather and functional, efficient work areas for employees to carry out their duties.

2017-18 HIGHLIGHTS

- Replaced chiller at City Hall
- Installed new Fire station #4/Community Development backup generator
- Community Development office remodel and relocation
- Public Works conference room & office conversion
- New work order system implementation
- New janitorial contract
- Office conversion & air compressor projects at Police Station

BUDGET & INITIATIVES

While costs associated with ongoing building maintenance continue to increase as facilities and equipment age, a new janitorial contract was entered into during FY18 which lowered costs and the result is slightly reduced budgets for FY19 & FY20. The recommended budget contains contract expenses for various maintenance services and replacement of telephones for the Public Works facility.

The large increase in FY19 Maintenance line-item is attributed to a line-item change. In the last Biennial Budget, \$160,000 was included in the Building Maintenance Division's capital outlay budget. The FY19 & FY20 budget has moved the \$160,000 from capital outlay to the expenditure line item - Other Repairs and Maintenance. The net effect to Building Maintenance budget is zero.

INITIATIVES

- Increase use of work order system and generate related reports
- Ensure that the City's municipal facilities support operational efficiency and can meet the service demands associated with community growth
- Support long-term cost effective sustainable energy efficiencies for City Operations

Building Maintenance

BUILDING MAINTENANCE EXPENDITURE SUMMARY

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|-----------------------------|-----------------|----------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONNEL SERVICES | | | | | | | | |
| Salaries - Full-Time | 91,314 | 94,983 | 94,983 | 97,358 | 101,729 | 103,184 | 104,694 | 106,260 |
| Salaries - Part-Time | 12,014 | 13,032 | 9,500 | 16,135 | 16,740 | 17,368 | 18,019 | 18,695 |
| Overtime Salaries | 2,779 | 1,712 | 2,300 | 3,510 | 3,642 | 3,778 | 3,919 | 4,066 |
| FICA | 8,057 | 8,394 | 8,394 | 8,951 | 9,342 | 9,512 | 9,687 | 9,870 |
| Insurance Charges | 5,729 | 6,451 | 6,451 | 7,066 | 7,490 | 7,939 | 8,415 | 8,920 |
| Pension | 5,646 | 5,802 | 5,802 | 6,052 | 6,322 | 6,418 | 6,517 | 6,620 |
| SUBTOTAL | 125,539 | 130,374 | 127,430 | 139,072 | 145,265 | 148,199 | 151,251 | 154,431 |
| COMMODITIES | | | | | | | | |
| Office Supplies | 165 | 377 | 377 | 3,781 | 385 | 389 | 393 | 397 |
| Food Supplies | 44 | 51 | 50 | 52 | 53 | 54 | 55 | 56 |
| Wearing Apparel | 474 | 510 | 510 | 515 | 520 | 525 | 530 | 535 |
| Motor Veh Supplies - Fuel | 1,795 | 3,060 | 2,500 | 3,091 | 3,122 | 3,153 | 3,185 | 3,217 |
| Maint. Tool Supply | 689 | 816 | 816 | 824 | 832 | 840 | 848 | 856 |
| Janitor Supplies | 4,762 | 5,610 | 5,610 | 7,666 | 7,743 | 7,820 | 7,898 | 7,977 |
| Chemical Supplies | 445 | 1,020 | 600 | 1,030 | 1,040 | 1,050 | 1,061 | 1,072 |
| Botanical Supplies | - | - | - | - | - | - | - | - |
| Other Commodities | 4,164 | 8,670 | 8,000 | 8,757 | 8,845 | 8,933 | 9,022 | 9,112 |
| SUBTOTAL | 12,538 | 20,114 | 18,463 | 25,716 | 22,540 | 22,764 | 22,992 | 23,222 |
| CONTRACTUAL SERVICES | | | | | | | | |
| Postage | 505 | 727 | 727 | 749 | 756 | 771 | 786 | 802 |
| Telephone | 1,080 | 1,365 | 1,100 | 1,379 | 1,393 | 1,407 | 1,421 | 1,435 |
| Rentals | - | 153 | - | 155 | 157 | 159 | 161 | 163 |
| Printing | 3,204 | 3,393 | 3,393 | 3,427 | 3,461 | 3,496 | 3,531 | 3,566 |
| Dues and Subscriptions | - | 204 | 100 | 101 | 102 | 103 | 104 | 105 |
| Travel | 15 | 2,350 | - | 165 | 92 | 94 | 96 | 98 |
| Training | 160 | 2,662 | 500 | 3,500 | 2,907 | 2,965 | 3,024 | 3,084 |
| Other Contractual | 214,558 | 334,954 | 300,000 | 265,077 | 268,738 | 272,473 | 276,285 | 280,075 |
| SUBTOTAL | 219,522 | 345,808 | 305,820 | 274,553 | 277,606 | 281,468 | 285,408 | 289,328 |

Building Maintenance

BUILDING MAINTENANCE EXPENDITURE SUMMARY

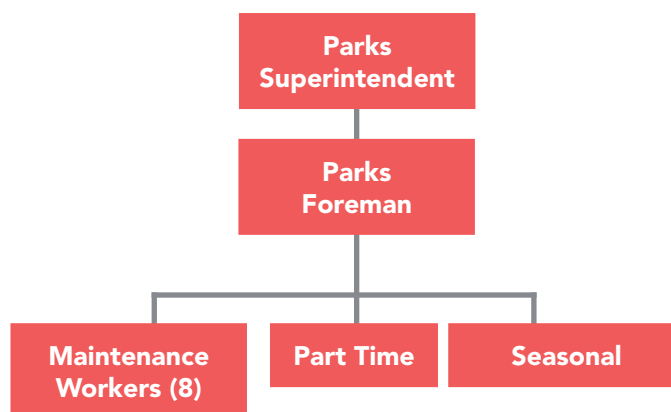
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| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|---------------------------|-----------------|----------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| MAINTENANCE | | | | | | | | |
| Bldg. and Grounds | 27,136 | 32,640 | 32,640 | 42,640 | 43,066 | 43,497 | 43,932 | 44,731 |
| Equip & Tool Maint. | 97 | 510 | 300 | 515 | 520 | 525 | 530 | 535 |
| Vehicle Maintenance | 1,940 | 1,530 | 1,500 | 2,030 | 2,050 | 2,071 | 2,092 | 2,113 |
| Radio R & M/Contracts | - | 408 | 200 | 412 | 416 | 420 | 424 | 428 |
| Other Repair & Maint. | 610 | 1,020 | 141,020 | 174,630 | 164,256 | 195,898 | 167,557 | 169,233 |
| SUBTOTAL | 29,783 | 36,108 | 175,660 | 220,227 | 210,308 | 242,411 | 214,535 | 217,040 |
| OTHER CHARGES | | | | | | | | |
| Other Charges | 6,490 | 10,710 | 7,500 | 10,817 | 10,925 | 11,034 | 11,144 | 11,255 |
| SUBTOTAL | 6,490 | 10,710 | 7,500 | 10,817 | 10,925 | 11,034 | 11,144 | 11,255 |
| CAPITAL OUTLAY | | | | | | | | |
| Motor Vehicles | 25,515 | 25,000 | - | - | - | - | - | - |
| Other Capital Outlay | 117,571 | 160,000 | 8,587 | 12,000 | - | - | - | - |
| SUBTOTAL | 143,086 | 185,000 | 8,587 | 12,000 | - | - | - | - |
| TOTAL EXPENDITURES | 536,958 | 728,114 | 643,460 | 682,385 | 666,644 | 705,876 | 685,330 | 695,276 |



Parks

Parks Organizational Chart



OVERVIEW

The Parks Division is responsible for the maintenance and upkeep of the City's greenspaces including parks, right-of-ways, sports fields, and facility grounds. Parks crews maintain 12 parks, 14 playgrounds, sports fields, tennis courts, and 142 acres of right-of-way and facility grounds.

2017-18 HIGHLIGHTS

- Lighting of City Park Field #2 (Monarch Girls Softball Field)
- Received grants from the Papio NRD for tree planting in the Thompson Creek Corridor.
- Staff member became a Certified Licensed Arborist.
- Val Verde Park playground resurfacing project completed.
- Participated in the annual Public Works Expo.
- Assisted in planning associated with Civic Center Park, Corridor 84, and the mini-park plan update projects.
- Maintained 14 City Parks.

BUDGET & INITIATIVES

There are several projects either currently underway or on the horizon that will have a significant impact on the Parks Division. Work is taking place on the development of Civic Center Park; public plaza and green space areas will be a part of the City Centre development; the 84th Street Streetscape plan includes

extensive landscaping both in the medians and in the ROWs; and the implementation of the mini-park plans continues to be part of the CIP.

Consequently, a number of staffing changes are recommended. A transfer of one full time Maintenance Worker II from the Sports Complex to the Parks Division. Because some ROW mowing duties have been reassigned and the current Sports Complex crew is well tenured, the transfer is anticipated to utilize existing staff more efficiently. Additionally, the appointment of another Parks Foreman was requested in conjunction with the new Civic Center Park and Corridor 84 transformation. This would result in the need to hire a replacement Maintenance Worker I or II. This change has been proposed to take place after January 1, 2019. A minimal increase in seasonal hours was also included.

INITIATIVES

- Implement projects as identified in park improvement plans and CIP
- Adopt and implement 1 & 5 year tree plan
- Develop life-cycle replacement plan for park assets
- Develop maintenance and operation plan for Civic Center Park & 84th Street Streetscape

Parks

PARKS EXPENDITURE SUMMARY

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|-----------------------------|-----------------|----------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONNEL SERVICES | | | | | | | | |
| Salaries - Full-Time | 383,480 | 422,955 | 422,955 | 512,641 | 532,810 | 549,720 | 565,933 | 572,859 |
| Salaries - Part-Time | 76,813 | 73,349 | 73,349 | 121,638 | 126,199 | 130,932 | 135,842 | 140,936 |
| Overtime Salaries | 8,567 | 24,845 | 14,927 | 30,715 | 31,867 | 33,062 | 34,304 | 35,589 |
| FICA | 34,585 | 39,868 | 39,109 | 50,872 | 52,853 | 54,598 | 56,311 | 57,329 |
| Insurance Charges | 61,644 | 83,574 | 83,574 | 101,127 | 107,195 | 113,627 | 120,444 | 127,671 |
| Pension | 24,546 | 26,649 | 26,273 | 32,400 | 33,673 | 34,748 | 35,789 | 36,276 |
| SUBTOTAL | 589,635 | 671,240 | 660,187 | 849,393 | 884,597 | 916,687 | 948,623 | 970,660 |
| COMMODITIES | | | | | | | | |
| Office Supplies | 35 | 88 | 88 | 89 | 90 | 91 | 92 | 93 |
| Food Supplies | 54 | 102 | 102 | 103 | 104 | 105 | 106 | 107 |
| Wearing Apparel | 2,603 | 2,766 | 2,766 | 2,793 | 2,820 | 2,848 | 2,876 | 2,904 |
| Motor Vehicle Supplies | 22,917 | 32,497 | 32,497 | 32,821 | 33,149 | 33,480 | 33,814 | 34,152 |
| Lab and Maint Supplies | 2,356 | 3,264 | 3,264 | 3,296 | 3,328 | 3,361 | 3,394 | 3,427 |
| Janitor Supplies | 1,133 | 1,122 | 1,122 | 1,133 | 1,144 | 1,155 | 1,166 | 1,177 |
| Chemical Supplies | 6,609 | 6,783 | 6,783 | 6,850 | 6,918 | 6,987 | 7,056 | 7,126 |
| Welding Supplies | 327 | 612 | 612 | 618 | 624 | 630 | 636 | 642 |
| Botanical Supplies | 20,365 | 23,460 | 23,460 | 23,694 | 23,930 | 24,169 | 24,410 | 24,654 |
| SUBTOTAL | 56,399 | 70,694 | 70,694 | 71,397 | 72,107 | 72,826 | 73,550 | 74,282 |
| CONTRACTUAL SERVICES | | | | | | | | |
| Postage | 1 | 51 | 51 | 52 | 53 | 53 | 54 | 55 |
| Telephone-Cellular-Pager | 954 | 1,091 | 1,091 | 1,101 | 1,112 | 1,123 | 1,134 | 1,145 |
| Prof Services-Other | - | 1,224 | 1,224 | 1,236 | 1,248 | 1,260 | 1,272 | 1,284 |
| Utilities | 34,429 | 31,973 | 31,973 | 31,973 | 32,290 | 32,290 | 32,290 | 32,290 |
| Legal Advertising | - | 102 | 102 | 103 | 104 | 105 | 106 | 107 |
| Printing | 251 | 204 | 204 | 206 | 208 | 210 | 212 | 214 |
| Dues and Subscriptions | 285 | 612 | 612 | 618 | 624 | 630 | 636 | 642 |
| Travel | 2,469 | 3,653 | 3,653 | 3,681 | 3,755 | 3,831 | 3,907 | 3,985 |
| Towel / Cleaning Service | 3,496 | 3,488 | 3,488 | 3,522 | 3,557 | 3,592 | 3,627 | 3,663 |
| Training | 2,080 | 4,555 | 4,555 | 4,465 | 4,555 | 4,645 | 4,736 | 4,829 |
| Other Contractual Services | 13,937 | 16,116 | 16,116 | 16,277 | 16,439 | 16,603 | 16,769 | 16,936 |
| SUBTOTAL | 57,902 | 63,069 | 63,069 | 63,234 | 63,945 | 64,342 | 64,743 | 65,150 |

Parks

PARKS EXPENDITURE SUMMARY

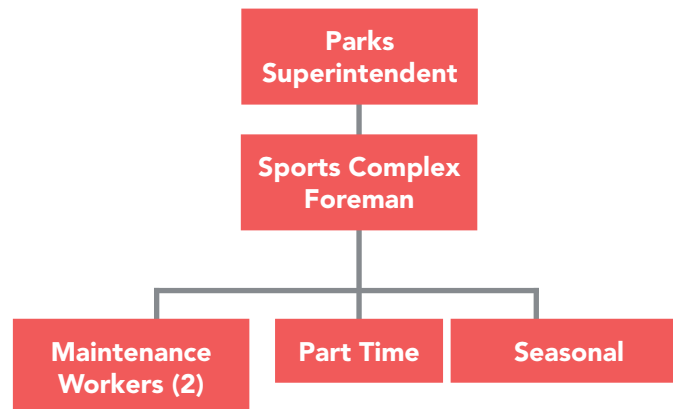
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| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|---------------------------|-----------------|------------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| MAINTENANCE | | | | | | | | |
| Building and Grounds | 23,384 | 36,720 | 36,720 | 37,087 | 37,457 | 37,831 | 38,209 | 38,591 |
| Equip and Tool Maint. | 13,199 | 13,770 | 13,770 | 13,907 | 14,046 | 14,186 | 14,327 | 14,470 |
| Vehicle Maintenance | 38,191 | 37,230 | 37,230 | 37,602 | 37,978 | 38,357 | 38,740 | 39,127 |
| Radio Maintenance | 831 | 408 | 408 | 412 | 416 | 420 | 424 | 428 |
| Other Maintenance | 75 | 18,360 | 18,360 | 18,543 | 18,728 | 18,915 | 19,104 | 19,295 |
| SUBTOTAL | 75,680 | 106,488 | 106,488 | 107,551 | 108,625 | 109,709 | 110,804 | 111,911 |
| OTHER CHARGES | | | | | | | | |
| Other Charges | 429 | 510 | 519 | 524 | 529 | 534 | 539 | 544 |
| SUBTOTAL | 429 | 510 | 519 | 524 | 529 | 534 | 539 | 544 |
| CAPITAL OUTLAY | | | | | | | | |
| Motor Vehicle | 109,522 | - | - | - | 55,000 | - | 65,000 | - |
| Other Capital Outlay | 93,358 | 264,000 | 58,280 | 98,000 | 40,000 | 60,000 | 63,000 | 65,000 |
| SUBTOTAL | 202,880 | 264,000 | 58,280 | 98,000 | 95,000 | 60,000 | 128,000 | 65,000 |
| TOTAL EXPENDITURES | 982,925 | 1,176,001 | 959,237 | 1,190,099 | 1,224,803 | 1,224,098 | 1,326,259 | 1,287,547 |



Sports Complex

Sports Complex Organizational Chart



OVERVIEW

Consisting of 5 ballfield diamonds, 14 soccer fields, and 4 flag football fields, the La Vista Sports Complex serves as a valuable recreation asset to La Vista citizens and the region. It hosts local youth and adult sports leagues in addition to being the site of several regional tournaments. The Sports Complex facilities are maintained by the Public Works Department, with programming and field rentals coordinated through the Recreation Department.

2017-18 HIGHLIGHTS

- Improved fertilizer and insect control techniques on all turf surfaces
- Improved the watering techniques
- Improved the field turf conditions by using more grow blankets
- Improved the safety on all ballfields with the addition of warning track rock
- Repaired or replaced 4 water valves and numerous leaks which improved and saved on irrigation
- Improved ballfield conditions by removing field lips
- Replaced aging roof on baseball concession building and on field #5 dugout
- Improved safety on homeplate and pitching mound on baseball field #1 by adding armor plate pads

BUDGET & INITIATIVES

The Sports Complex Division has recommended the transfer of a full-time Maintenance Worker II position to the Parks Division in FY19 and the result is a budget decrease. Because the Sports Complex staff is well tenured and some ROW maintenance duties have been transferred out of the division, the transfer will result in more efficient utilization of staff in anticipation of the upcoming increase in Parks Division responsibilities related to the addition of Civic Centre Park and the 84th Street corridor improvements. Additional seasonal hours have been requested to supplement the staff.

Key improvements to the Sports Complex scheduled during the biennium budget include the upgrade of lighting and sidewalks at the site.

Sports Complex

SPORTS COMPLEX EXPENDITURE SUMMARY

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|-----------------------------|-----------------|----------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONNEL SERVICES | | | | | | | | |
| Salary - Full Time | 162,053 | 186,339 | 186,339 | 140,190 | 145,864 | 148,974 | 152,201 | 155,549 |
| Salary - Part Time | 17,298 | 46,347 | 46,347 | 42,189 | 43,771 | 45,412 | 47,115 | 48,881 |
| Salary - Overtime | 7,383 | 13,407 | 9,000 | 13,037 | 13,525 | 14,032 | 14,559 | 15,106 |
| FICA | 13,890 | 18,826 | 18,488 | 14,949 | 15,542 | 15,944 | 16,361 | 16,794 |
| Insurance | 43,336 | 49,925 | 49,925 | 46,189 | 48,960 | 51,898 | 55,012 | 58,312 |
| Civilian Pension | 10,920 | 11,846 | 11,720 | 9,157 | 9,286 | 9,493 | 9,708 | 9,931 |
| SUBTOTAL | 254,880 | 326,690 | 321,819 | 265,711 | 276,948 | 285,753 | 294,956 | 304,573 |
| COMMODITIES | | | | | | | | |
| Food Supplies | - | 31 | 31 | 34 | 38 | 42 | 47 | 52 |
| Wearing Apparel | 340 | 1,265 | 1,265 | 1,278 | 1,291 | 1,304 | 1,317 | 1,330 |
| Motor Veh Supplies | 6,103 | 7,854 | 7,864 | 7,943 | 8,023 | 8,104 | 8,185 | 8,267 |
| Lab and Maint Supplies | 22 | 1,020 | 1,020 | 1,030 | 1,040 | 1,051 | 1,061 | 1,072 |
| Janitorial Supplies | 661 | 765 | 765 | 772 | 780 | 790 | 800 | 808 |
| Chemical Supplies | 2,978 | 3,060 | 3,060 | 3,090 | 3,121 | 3,152 | 3,183 | 3,215 |
| SUBTOTAL | 10,104 | 13,995 | 14,005 | 14,147 | 14,293 | 14,443 | 14,593 | 14,744 |
| CONTRACTUAL SERVICES | | | | | | | | |
| Tele/Cellular/Paging | 547 | 459 | 459 | 464 | 469 | 474 | 480 | 485 |
| Utilities | 51,049 | 43,855 | 52,018 | 52,240 | 55,161 | 55,303 | 55,464 | 55,620 |
| Travel | 26 | 528 | 1,542 | 1,632 | 3,164 | 3,212 | 3,275 | 3,340 |
| Towel/Cleaning | 1,651 | 1,734 | 1,734 | 1,301 | 1,314 | 1,328 | 1,340 | 1,353 |
| Training | 1,675 | 3,907 | 1,219 | 1,750 | 2,285 | 2,325 | 2,371 | 2,418 |
| Other Contractual Services | 1,697 | 3,668 | 3,668 | 3,702 | 3,740 | 3,780 | 3,820 | 3,851 |
| SUBTOTAL | 56,645 | 54,151 | 52,477 | 52,704 | 55,630 | 55,777 | 55,944 | 56,105 |
| MAINTENANCE | | | | | | | | |
| Building and Grounds | 24,743 | 26,496 | 20,596 | 41,287 | 22,980 | 19,675 | 19,870 | 20,070 |
| Mach/Equip/Tools | 1,741 | 4,546 | 4,546 | 4,592 | 4,638 | 4,685 | 4,732 | 4,780 |
| Vehicle Maintenance | 5,137 | 8,670 | 8,670 | 8,760 | 8,850 | 8,940 | 9,030 | 9,120 |
| SUBTOTAL | 31,621 | 39,712 | 33,812 | 54,639 | 36,468 | 33,300 | 33,632 | 33,970 |

Sports Complex

SPORTS COMPLEX EXPENDITURE SUMMARY

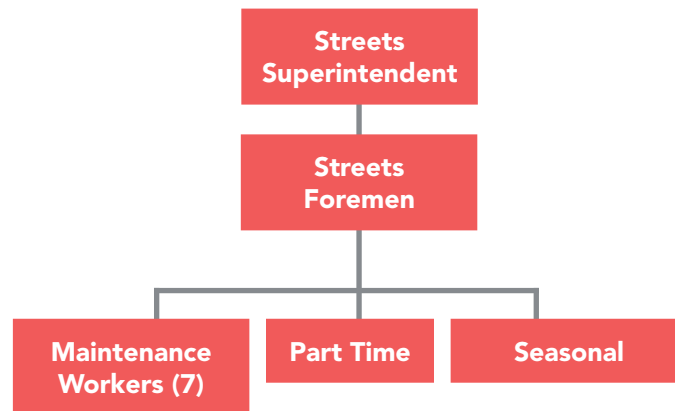
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| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|---------------------------|-----------------|----------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| MAINTENANCE | | | | | | | | |
| Building and Grounds | 24,743 | 26,496 | 20,596 | 41,287 | 22,980 | 19,675 | 19,870 | 20,070 |
| Mach/Equip/Tools | 1,741 | 4,546 | 4,546 | 4,592 | 4,638 | 4,685 | 4,732 | 4,780 |
| Motor Veh Maintenance | 5,137 | 8,670 | 8,670 | 8,760 | 8,850 | 8,940 | 9,030 | 9,120 |
| SUBTOTAL | 31,621 | 39,712 | 33,812 | 54,639 | 36,468 | 33,300 | 33,632 | 33,970 |
| OTHER CHARGES | | | | | | | | |
| Other Charges | 188 | 153 | 153 | 155 | 157 | 159 | 161 | 163 |
| SUBTOTAL | 188 | 153 | 153 | 155 | 157 | 159 | 161 | 163 |
| CAPITAL OUTLAY | | | | | | | | |
| Other Capital Outlay | 43,502 | 93,000 | 55,600 | 5,000 | 30,000 | 42,000 | - | - |
| SUBTOTAL | 43,502 | 93,000 | 55,600 | 5,000 | 30,000 | 42,000 | - | - |
| TOTAL EXPENDITURES | 396,940 | 527,701 | 477,866 | 392,356 | 413,496 | 431,432 | 399,286 | 409,555 |



Streets

Streets Organizational Chart



OVERVIEW

The Public Works Streets Division ensures City's streets are clean and safe by properly maintaining sidewalks, trails, bicycle pathways and parking lots. City staff performs street sweeping, snow removal, streetlight and traffic signal maintenance, and street striping.

2017-18 HIGHLIGHTS

- Participated in the 3rd Annual Public Works Expo and developed new displays
- Assisted with the playground resurfacing project in Val Verde Park
- Installed a concrete pad for storage bunkers at the old Sewer Plant
- 210 lane miles of streets maintained
- Applied 46.5 tons of cold mix asphalt and 40.5 tons of hot mix asphalt to repair potholes

BUDGET & INITIATIVES

Requests were made for additional staffing in both FY19 and FY20. An additional Maintenance Worker I position is recommended in FY19 and will be trained as a backup for the current Maintenance Worker II who handles all of the traffic control and signage responsibilities. In FY20 the addition of a part-time Maintenance Worker I position is recommended.

Due to a focus in the CIP on major development projects over the last several years, routine repair and maintenance of the City's existing infrastructure has been pushed out. Several repair and maintenance projects have been included in the upcoming 5-year CIP in an effort to get back on track.

Other initiatives include:

- Prioritize and complete arterial and collector street maintenance
- Prioritize and complete local street maintenance
- Maintain and improve pedestrian crossings

Streets

STREETS EXPENDITURE SUMMARY

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|-----------------------------|-----------------|------------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| PERSONNEL SERVICES | | | | | | | | |
| Salaries - Full-Time | 683,917 | 709,844 | 650,000 | 720,911 | 749,705 | 769,208 | 785,538 | 798,556 |
| Salaries - Part-Time | 50,963 | 76,260 | 76,260 | 70,350 | 89,004 | 92,342 | 95,805 | 99,397 |
| Overtime Salaries | 17,271 | 34,666 | 16,000 | 33,525 | 34,782 | 36,090 | 37,443 | 38,848 |
| FICA | 54,924 | 62,789 | 56,782 | 63,096 | 66,821 | 68,668 | 70,287 | 71,664 |
| Insurance Charges | 112,793 | 154,268 | 133,000 | 166,377 | 176,361 | 186,942 | 198,158 | 210,047 |
| Pension | 41,996 | 44,550 | 40,000 | 45,266 | 47,070 | 48,319 | 49,379 | 50,245 |
| TOTAL | 961,864 | 1,082,377 | 972,042 | 1,099,525 | 1,163,743 | 1,201,569 | 1,236,610 | 1,268,757 |
| COMMODITIES | | | | | | | | |
| Office Supplies | 1,227 | 1,275 | 1,275 | 1,288 | 1,301 | 1,314 | 1,327 | 1,340 |
| Food Supplies | 225 | 173 | 173 | 175 | 177 | 179 | 181 | 183 |
| Wearing Apparel | 2,205 | 3,876 | 3,876 | 3,915 | 3,954 | 3,993 | 4,033 | 4,073 |
| Vehicle Supplies | 43,278 | 63,500 | 53,500 | 64,135 | 64,776 | 65,424 | 66,078 | 66,739 |
| Maint Supplies | 2,293 | 3,060 | 3,060 | 3,091 | 3,122 | 3,153 | 3,185 | 3,216 |
| Janitor Supplies | 1,366 | 1,581 | 1,581 | 1,597 | 1,613 | 1,629 | 1,645 | 1,662 |
| Welding Supplies | 995 | 2,142 | 2,142 | 2,163 | 2,185 | 2,207 | 2,229 | 2,251 |
| TOTAL | 51,589 | 75,607 | 65,607 | 76,364 | 77,128 | 77,899 | 78,678 | 79,464 |
| CONTRACTUAL SERVICES | | | | | | | | |
| Postage | 609 | 821 | 821 | 838 | 855 | 872 | 890 | 908 |
| Telephone | 2,772 | 2,652 | 2,652 | 2,678 | 2,705 | 2,732 | 2,759 | 2,787 |
| Prof Services-Other | 4,387 | 8,160 | 11,000 | 8,242 | 8,324 | 8,407 | 8,491 | 8,576 |
| Utilities | 479,442 | 499,971 | 499,971 | 499,971 | 499,971 | 499,971 | 499,971 | 499,971 |
| Legal Advertising | 9 | - | - | - | - | - | - | - |
| Printing | 3,239 | 3,570 | 3,570 | 3,570 | 3,570 | 3,570 | 3,570 | 3,570 |
| Dues and Subscriptions | 857 | 759 | 1,050 | 766 | 774 | 782 | 790 | 798 |
| Travel | 11,902 | 6,987 | 6,987 | 7,865 | 8,651 | 8,182 | 8,345 | 9,154 |
| Towel / Cleaning Service | 6,834 | 4,896 | 7,404 | 7,478 | 7,553 | 7,629 | 7,705 | 7,782 |
| Training | 6,682 | 5,534 | 5,534 | 6,334 | 6,860 | 6,588 | 6,719 | 7,263 |
| Other Contractual Services | 18,262 | 17,926 | 17,926 | 18,105 | 18,286 | 18,469 | 18,654 | 18,840 |
| Professional Services-Legal | - | 1,020 | - | - | - | - | - | - |
| TOTAL | 534,995 | 552,296 | 556,915 | 555,847 | 557,549 | 557,202 | 557,894 | 559,649 |

Streets

STREETS EXPENDITURE SUMMARY (CONTINUED)

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|---------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| MAINTENANCE | | | | | | | | |
| Buildings and Grounds | 22,788 | 26,010 | 12,010 | 12,130 | 12,251 | 12,374 | 12,498 | 12,623 |
| Storm Sewers | 1,467 | 1,530 | 1,530 | 1,545 | 1,560 | 1,576 | 1,592 | 1,608 |
| Sidewalk & Curb Maint | 1,698 | 6,120 | 6,120 | 6,181 | 6,243 | 6,305 | 6,369 | 6,432 |
| Street Maintenance | 58,492 | 81,600 | 81,600 | 82,416 | 83,240 | 84,073 | 584,914 | 585,763 |
| Equip and Tool Maint. | 1,383 | 3,570 | 3,570 | 3,606 | 3,642 | 3,678 | 3,715 | 3,752 |
| Vehicle Maintenance | 55,121 | 64,260 | 55,000 | 48,260 | 48,743 | 49,230 | 49,722 | 50,220 |
| Radio Maintenance | 418 | 255 | 255 | 258 | 261 | 264 | 267 | 269 |
| Winter Maintenance | 60,785 | 81,600 | 81,600 | 82,416 | 83,240 | 84,072 | 84,913 | 85,762 |
| Traffic Signs | 33,325 | 35,700 | 35,700 | 29,997 | 30,297 | 30,600 | 30,906 | 31,215 |
| SUBTOTAL | 235,477 | 300,645 | 277,385 | 266,809 | 269,477 | 272,172 | 774,896 | 777,644 |
| OTHER CHARGES | | | | | | | | |
| Other Charges | 743 | 459 | 459 | 464 | 468 | 473 | 478 | 483 |
| SUBTOTAL | 743 | 459 | 459 | 464 | 468 | 473 | 478 | 483 |
| CAPITAL OUTLAY | | | | | | | | |
| Motor Vehicles | 157,136 | 138,452 | 30,000 | 90,000 | 285,000 | 325,000 | 295,000 | - |
| Other Capital Outlay | 15,365 | 94,500 | 83,239 | 30,000 | 10,000 | 12,000 | 50,000 | 30,000 |
| Capital Related Borrowing | - | - | 57,873 | 183,227 | 158,697 | 146,432 | 100,549 | - |
| SUBTOTAL | 172,501 | 232,952 | 171,112 | 303,227 | 453,697 | 483,432 | 445,549 | 30,000 |
| TOTAL EXPENDITURES | 1,957,169 | 2,244,336 | 2,043,520 | 2,302,236 | 2,522,062 | 2,592,747 | 3,094,105 | 2,715,997 |

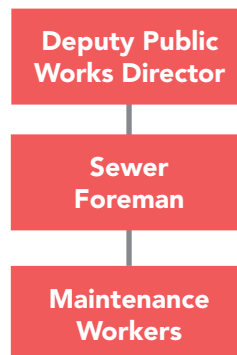




SEWER FUND

Sewer Fund Summary

Sewer Organizational Chart



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 (expenditures) and the maintenance and financing of the necessary capital assets.

The primary source of revenue for the Sewer Fund is the sewer use fees. Wastewater treatment provided by the City of Omaha is a significant portion of the fund's expenditures.

On August 19, 2014, the Mayor and City Council accepted a Sewer Rate Study which recommended a rate increase of 10% annually from FY15 through FY19 for all classes of sewer customers with the exception of multi-family customers. The Rate Study recommended a transition in the fees for multi-family sewer users so that by FY19 those customers are billed through the MUD billing system, which will eliminate manual billing by City staff. Consultant selection for a new Rate Study is currently underway.

FY18 FINANCIAL PERFORMANCE

Revenues - FY18 revenue is estimated to be \$4.1 million which is less than the budget of \$4.2 million. This is the result of continued declines in water usage by customers.

Expenditures & Capital for FY18 are estimated to total \$3.6 million, which is slightly less than the budgeted amount of \$3.64 million. This is due to reduced charges for wastewater treatment from the City of Omaha.

Fund Balance - The estimated FY18 ending fund balance is \$717,411 which is \$324,596 more than budgeted. This is due to a change in the construction schedule delaying a budgeted transfer to the Capital Improvement Fund in FY18.

There are also significant portions of the sewer system over 50 years old that will require future rehabilitation. One such area is east of 72nd and north of Thompson Creek. Preparations are currently underway to initiate a new Sewer Rate Study that will recommend rates for the next five years. The new Sewer Rate Study will take into account various rate scenarios and funding options for rehabilitation of the sewer system. Actual funding recommendations will be reviewed and determined annually based on current conditions and the recommendations in the Sewer Study.

Sewer Fund Summary

FY19 & FY20 BUDGET

The FY19 & FY20 budget continues to recommend funding to support strategic investment in well-planned and maintained public infrastructure and facilities that meet projected growth and development demands. Other expenditures that relate directly to goals in the Strategic Plan for FY19 include updating the Sewer Rate Study.

Revenues - The FY15 – FY19 Sewer Rate Study adopted by City Council recommended a 10% user rate increase for FY19. Because the City of Omaha has announced that their increase for FY19 will be 5.25% (*much lower than originally planned*) and the sewer fund is currently in a stable position currently, staff is recommending a sewer user rate increase at

only 8%. The new Sewer Rate Study to be presented to City Council in FY19 will provide recommendations for sewer rates during the FY20 – FY24 period. The overall total revenue for FY19 is \$4.5 million, an increase from FY18 Budget of \$283,245 (6.7%) increase.

At this time, revenue in the FY20 recommended budget is \$4.9 million which is a \$383,078 or 8.5% increase over FY19. As noted above, the new Sewer Rate Study will take into account various rate scenarios and funding options to begin in FY20 and make rate recommendations accordingly.

Expenditures & Capital - The FY19 budget recommends spending \$4.1 million 12.6% increase over FY18 budget. The significant increase is the result of a \$310,428 expenditure for a new camera unit. In FY20, the recommendation is \$3.8 million which is 7% decrease over FY19.

SEWER FUND BUDGET SUMMARY

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|----------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Beginning Fund Balance | 531,365 | 1,052,339 | 1,052,339 | 1,595,457 | 820,783 | 760,216 | 516,551 | 824,077 |
| Operating | | | | | | | | |
| Revenue | 3,829,358 | 4,243,469 | 4,126,584 | 4,526,714 | 4,909,792 | 5,149,307 | 5,401,761 | 5,667,882 |
| Expenditures | 3,307,872 | 3,644,947 | 3,586,609 | 4,103,263 | 3,800,694 | 7,769,762 | 4,133,082 | 5,029,682 |
| Surplus/(deficit) | 521,486 | 598,522 | 539,975 | 423,451 | 1,109,098 | (2,620,455) | 1,268,679 | 638,200 |
| Non-Operating | | | | | | | | |
| Transfers-In | - | - | 3,143 | 3,000 | 3,000 | 2,376,790 | 3,000 | 3,000 |
| Transfers-Out | (512) | (380,000) | - | (1,201,125) | (1,172,665) | - | (964,153) | (462,257) |
| Surplus/(deficit) | (512) | (380,000) | 3,143 | (1,198,125) | (1,169,665) | 2,376,790 | (961,153) | (459,257) |
| Net Revenue | 520,974 | 218,522 | 543,118 | (774,674) | (60,567) | (243,665) | 307,526 | 178,943 |
| ENDING FUND BALANCE | 1,052,339 | 1,270,861 | 1,595,457 | 820,783 | 760,216 | 516,551 | 824,077 | 1,003,020 |

Sewer Fund Summary

Fund Balance - the FY19 fund balance is \$820,783 which is a 48.6% decrease over the FY18 year-end estimate. The fund balance represents a 22% cash reserve. FY20 recommended fund balance is \$760,216, a decrease from FY19 of 7.4%. However, the cash reserve remains within the 20-25% policy at 20%. The FY19-FY20 Biennial Budget recommends creating a Sewer Reserve Fund to track cash reserves set aside to fund future significant infrastructure and equipment costs. Transfers of \$1,201,125 in FY19 and \$1,172,665 in FY20 to the Sewer Reserve Fund are calculated to maintain a 20% operating reserve in the Sewer Fund.

SUMMARY

The fees paid to the City of Omaha to treat sewage account for 68% of the FY18 operating budget. The City of Omaha bills the City of La Vista for treating sanitary sewage and has increased that rate 9% annually through 2018. Omaha's new sewer rate study for years 2019-2023 proposes a 5.25% increase annually.

The sewer fund budget currently includes 75/25 split between the General Fund Public Works Administration department and the Sewer Operations department. The salary and benefits of the City Engineer, Administrative Assistant and Intern are split 50/50 between the General Fund Public Works Administration department and the Sewer Operations department.

Transfers to the recommended Sewer Reserve Fund will accumulate funds for future construction projects.

SEWER FUND REVENUE DETAIL

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|--------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Sewer Service Charges | 162,010 | 106,806 | 106,806 | 70,173 | 11,000 | 11,550 | 12,128 | 12,734 |
| Sewer User Fees | 3,421,985 | 4,023,015 | 3,949,563 | 4,352,612 | 4,794,872 | 5,034,615 | 5,286,346 | 5,550,663 |
| Sales Tax Collection Fee | (191) | 457 | 175 | 115 | 18 | 19 | 20 | 21 |
| Sewer Hookup Fee | 224,105 | 100,000 | 50,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Interest Income | 1,718 | 3,191 | 4,413 | 3,814 | 3,902 | 3,123 | 3,267 | 4,464 |
| Grant Income | 19,731 | 10,000 | 10,000 | - | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - | - | - |
| Miscellaneous | - | - | 5,627 | - | - | - | - | - |
| TOTAL REVENUE | 3,829,358 | 4,243,469 | 4,126,584 | 4,526,714 | 4,909,792 | 5,149,307 | 5,401,761 | 5,667,882 |

SEWER FUND EXPENDITURE DETAIL

| | FY17 Actuals | FY18 Budget | FY18 Estimated Year-End | FY19 Proposed Budget | FY20 Proposed Budget | FY21 Projected Budget | FY22 Projected Budget | FY23 Projected Budget |
|--------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Personnel Services | 760,086 | 569,620 | 536,105 | 618,649 | 644,472 | 667,684 | 693,953 | 715,485 |
| Commodities | 2,500,272 | 3,013,847 | 2,989,023 | 2,987,706 | 3,122,393 | 3,262,078 | 3,409,129 | 3,564,197 |
| Contractual Services | - | - | - | 125,000 | - | 3,800,000 | - | 450,000 |
| TOTAL EXPENDITURE | 3,260,358 | 3,583,467 | 3,525,128 | 3,731,355 | 3,766,865 | 7,729,762 | 4,103,082 | 4,729,682 |

Sewer Fund Summary

STORM WATER MANAGEMENT

The City is a recipient of the Nebraska Department of Environmental Quality Storm Water Management grant of \$22,918 annually. This funding is used to comply with storm water management per the Clean Water Act. A local match of \$4,816 is required. Due to budget cuts at the state, the FY18 grant is \$10,000 and we expect to receive no further grant funding under this program. Expenditures in the FY19 and FY20 biennial budget were reduced by the amount of the previously required match. We have added an additional expenditure to this department in the amount of \$28,500 annually for Hell Creek Channel maintenance and anticipate adding Thompson Creek maintenance in future years.

Travel and Training

TRAVEL & TRAINING DETAIL

| Department | Name of Conference | Attendees | Event Location | FY19 Travel | FY19 Training | FY20 Travel | FY20 Training |
|----------------------------------|--|-----------|------------------|----------------|----------------|----------------|----------------|
| SEWER OPERATING | Pre-Fall Conference | 6 | Kearney, NE | 648 | 240 | 654 | 242 |
| | APWA, AWWA, NWEA Fall Conference | 6 | Kearney, NE | 1,404 | 810 | 1,418 | 818 |
| | LNW Wastewater Operations Snow Ball Conference | 6 | TBA | 1,460 | 450 | 1,475 | 455 |
| | WWETT Show | 2 | Indianapolis, IN | 3,260 | 200 | 3,293 | 202 |
| | Pesticide Applicator Training | 6 | Omaha, NE | - | 360 | - | 364 |
| | Metam Sodium License | 4 | Lincoln, NE | - | 600 | - | 606 |
| | AWWA Conference | 1 | Kearney, NE | 118 | 135 | 119 | 136 |
| | Stormwater Training | | | 415 | 205 | 142 | 77 |
| | 25% Allocation from Streets Administration | | | 1,169 | 1,498 | 1,494 | 1,627 |
| SUBTOTAL SEWER OPERATIONS | | | | \$8,474 | \$4,498 | \$8,595 | \$4,527 |
| TOTAL SEWER FUND | | | | \$8,474 | \$4,498 | \$8,595 | \$4,527 |

Capital Outlay

| DEPARTMENT / ITEM | FY19 | FY20 |
|---------------------------------------|------------------|-----------------|
| Sewer Operations | | |
| Pick Up 4x4 | 35,000 | |
| Camera Unit | 300,000 | |
| Previous Years Financed Outlay | | |
| CAT Trailer FY17 | 4,587 | 4,206 |
| CAT Excavator FY17 | 32,321 | 29,623 |
| Total | \$371,908 | \$33,829 |

SEWER FUND CAPITAL OUTLAY REQUESTS

The department capital outlay requests are shown below along with the funding recommendation of the Managing Directors.

SEWER OPERATIONS

FY19

Pickup 4x4 - \$35,000: We currently have a 2009 Dodge charger that we use to go get parts and do locates in. We also use it to travel to conferences out of town as it seats 4 comfortably. The engine is about shot in the car and isn't worth replacing the engine. By having a pickup that seats 4 we could use it for traveling to conferences along with doing locates and picking up parts. The pickup doesn't have to be used to plow snow with.

Camera Unit - \$300,000: We currently have a 2010 CUES truck camera unit. We have had many issues with the current camera unit that has put us down from a couple of days to a couple of weeks. With a new camera unit we would be able to have the newest technology and software. We would be able to televise more efficiently and do more lines with the new technology that is out there now.

Financing from Previous Years

FY19

CAT Trailer - \$4,587 Financed by Caterpillar

CAT Excavator - \$32,321 Financed by Caterpillar

FY20

CAT Trailer - \$4,587 Financed by Caterpillar

CAT Excavator - \$32,321 Financed by Caterpillar

