

City of Omaha

COVID-19 Expenses

March 1, 2020 through May 31, 2020



Prepared by:
City of Omaha Finance Department

Mayor Jean Stothert

5/15/2020

Cost Reduction Actions Implemented to Date

Directive	Estimated Savings
General Fund hiring freeze	\$ 2,500,000
General Fund spending freeze	\$ 600,000
Initial reduction to GF budgets	\$ 5,000,000
Other GF Savings:	
Street Light	\$ 2,200,000
Health Savings	\$ 5,000,000
Wage Adjustment Savings	\$ 1,164,750
Police Cars	\$ 850,000
No PT Hours in Parks (excluding areas noted separately)	\$ 1,550,000
Cancel Summer Camps	\$ 300,000
No PT Hours in Libraries	\$ 1,300,000
No Call Back in Fire Department	\$ 1,200,000
Reduce Police OT to only essential	\$ 1,000,000
Not giving neighborhood grants	\$ 105,000
Total Savings Generated	\$ 22,769,750

Other Cost Reductions Under Consideration

Directive	Estimated Savings
Stop Recycling (6 months)	\$ 850,000
Do not open libraries (incl. 50% FT staff reduction)	\$ 3,059,267
Do not open swimming pools	\$ 1,285,000
Do not open community centers	\$ 670,000
Do not open ice rink	\$ 200,000
Parks staff reduction (50% FT reduction)	\$ 1,335,737
Reduce police staffing & cancel class (10% staffing reduction)	\$ 3,300,766
Take rigs out of service & close stations (10% staffing reduction)	\$ 2,373,329
Cancel community service dollars	\$ 1,000,000
Cancel Summer Jobs Program contribution	\$ 500,000
Layoffs/Furloughs (20% excluding dpts already noted above)	\$ 2,855,199
Total Savings Generated	\$ 17,429,297

Summary by Guideline

1) Medical expenses:

Emergency medical response expenses, including emergency medical transportation, related to COVID-19

Department	Total
These expense are included in Guidelines # 2-4	
TOTAL	\$ -

2) Public Health expenses:

Expenses for communication and enforcement of public health orders related to COVID-19; personal protective equipment for first responders and other public workers; expenses for disinfection of public areas; expenses for technical assistance to local authorities, expenses for public safety measures, expenses for quarantining individuals

Department	Total
Finance	\$ 17
Police	\$ 143,632
Fire	\$ 73,318
Parks	\$ 627,060
Convention & Visitor's Bureau	\$ 9,250
Public Works	\$ 25,258
Library	\$ 6,394
TOTAL	\$ 884,928

3) Payroll expenses for public safety and other public employees whose services are substantially dedicated to responding to COVID-19

Department	Total
Mayor's Office	\$ 165,321
City Council	\$ 74,262
City Clerk	\$ 72,446
Law	\$ 13,169
Human Resources	\$ 58,839
Human Rights & Relations	\$ 4,885
Finance	\$ 233,062
Planning	\$ 88,568
Police	\$ 31,641,572
Fire	\$ 24,474,311
Parks	\$ 4,138,241
Convention & Visitor's Bureau	\$ 236,513
Public Works	\$ 244,187
Library	\$ 2,158,340
Other Payroll (DOTComm/911)	\$ 2,403,510
TOTAL	\$ 66,007,226

Summary by Guideline

4) Expenses of actions to facilitate compliance with COVID-19 health measures

Expenses to improve telework capabilities for public employees, expenses of providing sick and paid family and medical leave to public employees

Department	Total
City Clerk	\$ 23,529
Law	\$ 72,197
Human Resources	\$ 1,503
Human Rights & Relations	\$ 3,006
Finance	\$ 4,742
Planning	\$ 23,307
Police	\$ 233,671
Fire	\$ 95,336
Parks	\$ 103,947
Public Works	\$ 196,845
Library	\$ 311,772
TOTAL	\$ 1,069,854

5) Expenses associated with the provision of economic support in connection with COVID-19

Department	Total
Chamber of Commerce	\$ 81,125
Heartland Workforce	\$ 165,291
TOTAL	\$ 246,416

6) Any other COVID-19 related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Department	Total
Federal Lobbyist	\$ 25,000
MECA (Losses for CWS cancelation due to COVID-19)	\$ 2,500,000
Hotel	\$ 1,103,187
TOTAL	\$ 3,603,187
GRAND TOTAL	\$ 71,811,611

Summary by Department

City of Omaha

Covid-19 Costs

March 1, 2020 through May 31, 2020

Mayor Total		165,321
- Personnel	\$	165,321
- Non Personal	\$	-
City Council	\$	74,262
- Personnel	\$	74,262
- Non Personal	\$	-
City Clerk Total	\$	95,975
- Personnel	\$	82,443
- Non Personal	\$	13,532
Law Total	\$	85,366
- Personnel	\$	85,366
- Non Personal	\$	-
HR Total	\$	60,342
- Personnel	\$	60,342
- Non Personal	\$	-
HRR Total	\$	7,891
- Personnel	\$	7,580
- Non Personal	\$	311
Finance Total	\$	237,821
- Personnel	\$	234,971
- Non Personal	\$	2,850
Planning Total	\$	111,874
- Personnel	\$	111,874
- Non Personal	\$	-
Police Total	\$	32,018,875
- Personnel	\$	31,875,242
- Non Personal	\$	143,632
Fire Total	\$	24,642,965
- Personnel	\$	24,569,647
- Non Personal	\$	73,318
Parks Total	\$	4,869,247
- Personnel	\$	4,242,188
- Non Personal	\$	627,060
CVB Total	\$	245,763
- Personnel	\$	236,513
- Non Personal	\$	9,250
Public Works Total	\$	466,290
- Personnel	\$	441,032
- Non Personal	\$	25,258

Summary by Department

City of Omaha Covid-19 Costs March 1, 2020 through May 31, 2020

<i>Library Total</i>	\$	2,476,505
- Personnel	\$	2,470,111
- Non Personal	\$	6,394
<i>Other Costs Total</i>	\$	6,253,113
- 911 Center	\$	1,622,915
- Dot.Comm	\$	780,595
- Chamber of Commerce	\$	81,125
- Heartland Workforce	\$	165,291
- Federal Lobbyist	\$	25,000
- MECA	\$	2,500,000
- Hotel Property Tax	\$	1,103,187
Total	\$	71,811,611

Mayor's Office

GUIDELINE #3

Title	Current	Hrs Mar 1 -		% Time	Total \$\$
	Hourly Rate	May 30			
Mayor	\$ 51.18	520	80%		\$ 21,290.88
Chief of Staff	\$ 66.86	520	80%		\$ 27,813.76
Deputy Chief of Staff	\$ 57.69	520	80%		\$ 23,999.04
Receptionist	\$ 18.87	520	50%		\$ 4,906.20
Executive Assistant to the Mayor	\$ 40.59	520	80%		\$ 16,885.44

BUDGETED IN PUBLIC WORKS

Hotline Assistant	\$ 19.10	520	80%		\$ 7,945.60
Hotline Supervisor	\$ 33.15	520	80%		\$ 13,790.40
Subtotal					\$ 116,631.32
18.78% Pension					\$ 21,903.36
7.65% SS Med					\$ 8,922.30
Health					\$ 17,864.48
Total					\$ 165,321.46

Grand Total	\$ 165,321.46
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City Council

GUIDELINE #3

Title	Current	Hrs Mar 1 -		Total \$\$
	Hourly Rate	May 30	% Time	
City Council President	\$ 22.44	520	30%	\$ 3,500.64
City Council Member	\$ 18.70	520	30%	\$ 2,917.20
City Council Member	\$ 18.70	520	30%	\$ 2,917.20
City Council Member	\$ 18.70	520	30%	\$ 2,917.20
City Council Member	\$ 18.70	520	30%	\$ 2,917.20
City Council Member	\$ 18.70	520	30%	\$ 2,917.20
City Council Member	\$ 18.70	520	30%	\$ 2,917.20
Admin Typist II	\$ 21.98	520	20%	\$ 2,285.92
City Council Chief of Staff	\$ 62.40	520	40%	\$ 12,979.20
Council Staff Assistant	\$ 38.69	520	30%	\$ 6,035.64
Council Staff Assistant	\$ 38.69	520	30%	\$ 6,035.64
Council Staff Assistant	\$ 38.69	520	30%	\$ 6,035.64
Secretary to the City Council	\$ 28.38	520	30%	\$ 4,427.28
Subtotal				\$ 48,340.24
18.78% Pension				\$ 9,078.30
7.65% SS Med				\$ 3,698.03
Health				\$ 13,145.56
Total				\$ 74,262.13
Grand Total				\$ 74,262.13

City Clerk

GUIDELINE #3

Title	Current	Hrs Mar 1 -	% Time	Total \$\$
	Hourly Rate	May 30		
City Clerk	\$ 57.93	520	85%	\$ 25,605.06
Deputy City Clerk	\$ 39.11	520	85%	\$ 17,286.62
Admin Typist II	\$ 17.22	520	85%	\$ 7,611.24
			Subtotal	\$ 50,502.92
		18.78%	Pension	\$ 9,484.45
		7.65%	SS Med	\$ 3,863.47
			Health	\$ 8,595.17
			Total	\$ 72,446.02

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual				\$ 1,873.80
- Payperiod ending 4/04/20 - Actual				\$ 4,274.62
- Payperiod ending 4/18/20 - Actual				\$ 1,172.27
- Payperiod ending 5/02/20 - Actual				\$ 586.13
- Payperiod ending 5/16/20 - Est				\$ -
- Payperiod ending 5/30/20 - Est				\$ -
			Subtotal	\$ 7,906.82
		18.78%	Pension	\$ 1,484.90
		7.65%	SS Med	\$ 604.87
			Total	\$ 9,996.59

Expenditures

\$ 560.00

DELIV & PICKUP ONSITE INTEGRATION FOR NEWLINE X5

PANEL & CART FOR COUNCIL MEETINGS

\$ 560.00

Encumbrances

\$ 12,972.37

NEWLINE AUDIENCE MONITOR

12,972.37

GUIDELINE #4 Total

\$ 23,528.96

Grand Total	\$ 95,974.98
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Law Department

GUIDELINE #3

Title	Current	Hrs Mar 1 -		Total \$\$
	Hourly Rate	May 30	% Time	
City Attorney	\$ 98.42	520	3%	\$ 1,673.14
Deputy City Attorney	\$ 78.18	520	17%	\$ 6,918.93
Senior Attorney	\$ 45.20	520	5%	\$ 1,152.60
Subtotal				\$ 9,744.67
18.78% Pension				\$ 1,830.05
7.65% SS Med				\$ 745.47
Health				\$ 849.15
Total				\$ 13,169.33

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ -
- Payperiod ending 4/04/20 - Actual	\$ 11,628.32
- Payperiod ending 4/18/20 - Actual	\$ 39,390.29
- Payperiod ending 5/02/20 - Actual	\$ 6,085.73
Subtotal	\$ 57,104.34
18.78% Pension	\$ 10,724.20
7.65% SS Med	\$ 4,368.48
Total	\$ 72,197.02

Grand Total	\$ 85,366.35
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Human Resources Department

GUIDELINE #3

Title	Current Hourly Rate	Hrs Mar 1 - May 30	% Time	Total \$\$
Executive Secretary	\$ 28.65	520	4%	\$ 587.33
HR Director	\$ 80.39	520	38%	\$ 15,836.83
HRIS Mngr	\$ 42.47	520	9%	\$ 1,932.39
HR Specialist	\$ 26.48	520	2%	\$ 264.80
HR Specialist	\$ 28.38	520	2%	\$ 227.04
HR Specialist	\$ 25.55	520	3%	\$ 332.15
HR Tech I	\$ 31.80	520	1%	\$ 159.00
HR Tech I	\$ 31.80	520	3%	\$ 445.20
HR Tech I	\$ 32.93	520	1%	\$ 181.12
HR Tech I	\$ 35.15	520	13%	\$ 2,372.63
HR Teck III	\$ 42.47	520	51%	\$ 11,339.49
Labor Relations Director	\$ 52.31	520	18%	\$ 4,864.83
Safety Inspector	\$ 30.72	520	11%	\$ 1,781.76
PT Adm Asst I	\$ 19.16	520	15%	\$ 1,475.32
PT Safety & Training Coord	\$ 34.28	520	3%	\$ 617.04
Subtotal				\$ 42,416.93
18.78% Pension				\$ 7,965.90
7.65% SS Med				\$ 3,244.90
Health				\$ 5,211.55
Total				\$ 58,839.28

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 254.40
- Payperiod ending 4/04/20 - Actual	\$ 467.84
- Payperiod ending 4/18/20 - Actual	\$ 211.84
- Payperiod ending 5/02/20 - Actual	\$ 254.40
Subtotal	\$ 1,188.48
18.78% Pension	\$ 223.20
7.65% SS Med	\$ 90.92
Total	\$ 1,502.60

Grand Total	\$ 60,341.87
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Human Rights and Relations Department

GUIDELINE #3

Title	Current Hourly Rate	Hrs Mar 1 - May 30	% Time	Total \$\$
Assistant Director	\$ 53.09	520	4%	\$ 1,061.80
Executive Secretary	\$ 28.83	520	2%	\$ 259.47
HR Rep I	\$ 30.35	520	4%	\$ 637.35
HR Rep I	\$ 30.35	520	8%	\$ 1,214.00
HRR Director	\$ 71.41	520	1%	\$ 214.23
			Subtotal	\$ 3,386.85
		18.78%	Pension	\$ 636.05
		7.65%	SS Med	\$ 259.09
			Health	\$ 602.83
			Total	\$ 4,884.82

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 491.52
- Payperiod ending 4/04/20 - Actual	\$ 353.55
- Payperiod ending 4/18/20 - Actual	\$ 1,012.13
- Payperiod ending 5/02/20 - Actual	\$ 274.59
	Subtotal \$ 2,131.79
	18.78% Pension \$ 400.35
	7.65% SS Med \$ 163.08
	Total \$ 2,695.22

Expenditures

REIMBURSEMENT FOR LOCKING TRAVEL CASES HRR

GUIDELINE #4 Total

\$ 311.15
\$ 311.15
\$ 3,006.37

Grand Total	\$ 7,891.20
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Finance Department

GUIDELINE #2

Expenditures

\$ 16.58

Sanitizing Wipes (Petty Cash)

GUIDELINE #3

Title	Current	Hrs Mar 1 -		Total \$\$
	Hourly Rate	May 30	% Time	
Finance Director	\$ 86.17	520	80%	\$ 35,846.72
Accountant I	\$ 32.54	520	50%	\$ 8,460.40
Accountant I	\$ 30.35	520	10%	\$ 1,578.20
Accountant I	\$ 28.38	520	30%	\$ 4,427.28
Accountant II	\$ 40.33	520	15%	\$ 3,145.74
Accountant II	\$ 40.33	520	75%	\$ 15,728.70
Accountant IV	\$ 55.75	520	75%	\$ 21,742.50
Asst. Grant Administrator	\$ 38.63	520	5%	\$ 1,004.38
Fiscal Specialist	\$ 25.16	520	30%	\$ 3,924.96
Grant Assistant	\$ 28.84	520	2%	\$ 245.14
Grant Manager	\$ 42.03	520	4%	\$ 882.63
Accountant I	\$ 29.24	520	6%	\$ 877.20
Accountant II	\$ 36.00	520	2%	\$ 360.00
Accountant II	\$ 37.07	520	13%	\$ 2,505.93
City Treasurer	\$ 60.15	520	25%	\$ 7,819.50
Assistant Payroll Manager	\$ 37.07	520	17%	\$ 3,188.02
HRIS Senior Analyst	\$ 42.47	520	27%	\$ 5,988.27
Information Systems Project Manager	\$ 55.05	520	16%	\$ 4,514.10
Payroll Analyst	\$ 31.44	520	14%	\$ 2,232.24
Payroll Manager	\$ 53.50	520	29%	\$ 8,078.50
Account Clerk	\$ 20.96	520	10%	\$ 1,089.92
Account Clerk	\$ 19.34	520	10%	\$ 1,005.68
Account Clerk	\$ 19.34	520	10%	\$ 1,005.68
Accountant II	\$ 36.00	520	25%	\$ 4,680.00
Accountant IV	\$ 60.15	520	15%	\$ 4,691.70
IT Director	\$ 72.12	520	23%	\$ 8,654.40
Senior Apps Analyst	\$ 55.69	520	10%	\$ 2,895.73
PT Secretary I	\$ 16.40	520	25%	\$ 2,132.00
PT Finance Administrator	\$ 68.70	520	25%	\$ 8,931.00
PT Office Supervisor	\$ 25.16	520	25%	\$ 3,270.80
Subtotal				\$ 167,636.52
18.78% Pension				\$ 31,482.14
7.65% SS Med				\$ 12,824.19
Health				\$ 21,119.11
Total				\$ 233,061.96

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 4/04/20 - Actual

	\$ 1,509.84
Subtotal	\$ 1,509.84
18.78% Pension	\$ 283.55
7.65% SS Med	\$ 115.50
Total	\$ 1,908.89

Expenditures

\$ 2,833.57

Web Cam for conference room and setup

\$ 667.60

Extra computers for employees telecommuting

\$ 2,165.97

GUIDELINE #4 Total

\$ 4,742.46

Grand Total	\$ 237,821.00
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Planning Department

GUIDELINE #3

Title	Current	Hrs Mar 1 -		% Time	Total \$\$
	Hourly Rate	May 30			
Planning Director	\$ 80.39	520	42%		\$ 17,685.80
City Planner III	\$ 44.75	520	38%		\$ 8,950.00
City Planner IV	\$ 53.09	520	34%		\$ 9,290.75
Information Systems Project Mgr	\$ 55.05	520	15%		\$ 4,404.00
Superintendent- Permit & Insp	\$ 47.18	520	18%		\$ 4,529.28
Apps Analyst	\$ 33.78	520	21%		\$ 3,715.80
Senior Apps Analyst	\$ 44.75	520	13%		\$ 3,132.50
Chief Housing Inspector	\$ 33.36	520	19%		\$ 3,302.64
Chief Building Inspector	\$ 38.88	520	11%		\$ 2,138.40
Chief Electrical Inspector	\$ 36.67	520	4%		\$ 806.74
Chief Mechanical Inspector	\$ 39.63	520	13%		\$ 2,774.10
Acting Chief Plumbing Inspector	\$ 31.49	520	17%		\$ 2,739.63
Subtotal					\$ 63,469.64
18.78% Pension					\$ 11,919.60
7.65% SS Med					\$ 4,855.43
Health					\$ 8,322.93
Total					\$ 88,567.60

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 530.16
- Payperiod ending 4/04/20 - Actual	\$ 7,689.72
- Payperiod ending 4/18/20 - Actual	\$ 6,693.39
- Payperiod ending 5/02/20 - Actual	\$ 3,521.19
- Payperiod ending 5/16/20 - Est	\$ -
- Payperiod ending 5/30/20 - Est	\$ -
Subtotal	\$ 18,434.46
18.78% Pension	\$ 3,461.99
7.65% SS Med	\$ 1,410.24
Total	\$ 23,306.69

Grand Total	\$ 111,874.28
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Police Department

GUIDELINE #2

Expenditures & Encumbrances \$ 143,632.15

COVID-19 supplies (disinfectant, masks, sanitizers,
protective suits & materials, compliance items, etc) \$ 143,632.15

GUIDELINE #3

This includes actuals from March 1 through May 2, and
estimates through the end of May.

Account	Total \$\$
41111 - PAYROLL CLASSIFIED REGULAR	\$ 19,539,189.09
41116 - UNCLASSIFIED PART-TIME	\$ 353,292.40
41121 - LONGEVITY	\$ 269,653.44
41122 - COLLEGE INCENTIVE	\$ 175,211.90
41123 - SHIFT DIFFERENTIAL	\$ 205,275.63
41124 - OVERTIME PAY	\$ 656,268.94
41125 - HOLIDAY PAY	\$ 800.60
41126 - COURT PAY	\$ 42,068.26
41127 - CALL IN PAY	\$ 212,876.24
41128 - FLSA PAY	\$ 27,199.66
41134 - PREMIUM PAY	\$ 175,440.79
41135 - SPECIALTY PAY	\$ 163,030.42
41139 - REIMBURSEMENTS OVERTIME	\$ (111,932.43)
41165 - WORKING OUT OF CLASS	\$ 8,003.26
41168 - CARD SPECIALTY PAY	\$ 287,950.82
41198 - GRANT WAGE/SALARY REIMBURSEMENT	\$ (198,515.78)
41199 - WAGE/SALARY REIMBURSEMENT	\$ (70,012.97)
41311 - PENSION EMPLOYER CONTRIBUTION	\$ 7,250,147.07
41321 - SOCIAL SECURITY & MEDICARE	\$ 448,815.60
41331 - HEALTH & ACCIDENT INSURANCE	\$ 2,887,929.48
41333 - HEALTH & ACCDT INS.-REIMBURSEMENT	\$ (713,016.40)
41341 - LIFE INSURANCE EXPENSE	\$ 12,201.78
41351 - DENTAL INSURANCE EXPENSE	\$ 118,484.60
41353 - DENTAL INSURANCE-REIMBURSEMENT	\$ (60,150.77)
41399 - REIMBURSEMENTS FRINGE BENEFITS	\$ (38,640.10)
Total	\$ 31,641,571.53

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 17,294.84
- Payperiod ending 4/04/20 - Actual	\$ 69,113.73
- Payperiod ending 4/18/20 - Actual	\$ 47,075.17
- Payperiod ending 5/02/20 - Actual	\$ 40,577.90
- Payperiod ending 5/16/20 - Est	\$ -
- Payperiod ending 5/30/20 - Est	\$ -
Subtotal	\$ 174,061.64
Pension (calculated by sworn vs non sworn)	\$ 55,228.87
SS Med (calculated by sworn vs non sworn)	\$ 4,380.38
Total	\$ 233,670.89

Grand Total	\$ 32,018,874.57
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Fire Department

GUIDELINE #2

Expenditures & Encumbrances	\$ 73,317.75
COVID-19 supplies (disinfectant, masks, sanitizers, protective suits & materials, facility cleaning, doctor consulting, etc)	\$ 73,317.75

GUIDELINE #3

This includes actuals from March 1 through May 2, and estimates through the end of May.

Account	Total \$\$
41111 - PAYROLL CLASSIFIED REGULAR	\$ 13,759,564.43
41116 - UNCLASSIFIED PART-TIME	\$ 5,679.52
41118 - UNCLASSIFIED SEASONAL	\$ 65,083.20
41121 - LONGEVITY	\$ 400,608.50
41122 - COLLEGE INCENTIVE	\$ 475.51
41124 - OVERTIME PAY	\$ 49,707.09
41125 - HOLIDAY PAY	\$ 533,051.37
41126 - COURT PAY	\$ 246.28
41127 - CALL IN PAY	\$ 1,917.23
41128 - FLSA PAY	\$ 159,721.57
41135 - SPECIALTY PAY	\$ 621,679.86
41139 - REIMBURSEMENTS OVERTIME	\$ (4,390.68)
41165 - WORKING OUT OF CLASS	\$ 78,756.85
41166 - MINIMUM MANNING PAY	\$ 432,312.30
41198 - GRANT WAGE/SALARY REIMBURSEMENT	\$ (35,257.14)
41311 - PENSION EMPLOYER CONTRIBUTION	\$ 5,382,848.78
41321 - SOCIAL SECURITY & MEDICARE	\$ 236,231.99
41331 - HEALTH & ACCIDENT INSURANCE	\$ 3,066,130.71
41333 - HEALTH & ACCDT INS.-REIMBURSEMENT	\$ (338,165.08)
41341 - LIFE INSURANCE EXPENSE	\$ 7,699.28
41351 - DENTAL INSURANCE EXPENSE	\$ 79,675.22
41353 - DENTAL INSURANCE-REIMBURSEMENT	\$ (29,265.53)
Total	\$ 24,474,311.27

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 11,644.72
- Payperiod ending 4/04/20 - Actual	\$ 32,334.89
- Payperiod ending 4/18/20 - Actual	\$ 15,174.51
- Payperiod ending 5/02/20 - Actual	\$ 11,840.25
- Payperiod ending 5/16/20 - Est	\$ -
- Payperiod ending 5/30/20 - Est	\$ -
Subtotal	\$ 70,994.37
Pension (calculated by sworn vs non sworn)	\$ 23,238.31
SS Med (calculated by sworn vs non sworn)	\$ 1,103.06
Total	\$ 95,335.73

Grand Total	\$ 24,642,964.75
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Parks Department

GUIDELINE #2

Expenditures & Encumbrances

\$ 627,059.66

COVID-19 supplies (disinfectant, masks, sanitizers,
protective suits & materials, park signs, facility deep
cleaning, etc)

\$ 627,059.66

GUIDELINE #3

This includes actuals from March 1 through May 2, and
estimates through the end of May.

Account	Total \$\$
41111 - PAYROLL CLASSIFIED REGULAR	\$ 2,662,317.88
41116 - UNCLASSIFIED PART-TIME	\$ 265,129.16
41118 - UNCLASSIFIED SEASONAL	\$ 58,124.46
41121 - LONGEVITY	\$ 11,967.67
41124 - OVERTIME PAY	\$ 21,516.36
41127 - CALL IN PAY	\$ 1,463.36
41165 - WORKING OUT OF CLASS	\$ 3,164.92
41199 - WAGE/SALARY REIMBURSEMENT	\$ (14,375.40)
41311 - PENSION EMPLOYER CONTRIBUTION	\$ 494,894.59
41321 - SOCIAL SECURITY & MEDICARE	\$ 222,347.38
41331 - HEALTH & ACCIDENT INSURANCE	\$ 478,289.42
41333 - HEALTH & ACCDT INS.-REIMBURSEMENT	\$ (67,978.17)
41341 - LIFE INSURANCE EXPENSE	\$ 2,020.94
41351 - DENTAL INSURANCE EXPENSE	\$ 15,329.06
41353 - DENTAL INSURANCE-REIMBURSEMENT	\$ (15,970.85)
Total	\$ 4,138,240.78

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 25,709.18
- Payperiod ending 4/04/20 - Actual	\$ 27,144.05
- Payperiod ending 4/18/20 - Actual	\$ 23,235.95
- Payperiod ending 5/02/20 - Actual	\$ 6,127.77
- Payperiod ending 5/16/20 - Est	
- Payperiod ending 5/30/20 - Est	\$ -

Subtotal	\$ 82,216.95
Pension 18.78%	\$ 15,440.34
SS Med 7.65%	\$ 6,289.60
Total	\$ 103,946.89

Grand Total	\$ 4,869,247.33
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Convention and Visitor's Bureau

GUIDELINE #2

Expenditures & Encumbrances	\$ 9,250.00
COVID-19 website information & updates	\$ 2,000.00
March, April & May Visitor Center Rent	\$ 6,750.00
Department Disinfectant Supplies & Signage	\$ 500.00

GUIDELINE #3

Title	Current	Hrs Mar 1 -		Total \$\$
	Hourly Rate	May 30	% Time	
Accounting Clerk	\$ 26.96	520	11%	\$ 1,590.64
Convention Services & Housing Mgr	\$ 23.50	520	57%	\$ 6,932.50
Director of Convention Services	\$ 37.07	520	50%	\$ 9,601.13
Director of Marketing	\$ 38.50	520	35%	\$ 7,084.00
Director of Sales	\$ 43.78	520	37%	\$ 8,493.32
Executive Assistant	\$ 27.96	520	30%	\$ 4,417.68
Executive Director	\$ 83.19	520	62%	\$ 26,620.80
Graphics Designer	\$ 25.94	520	17%	\$ 2,321.63
Marketing Coordinator	\$ 24.50	520	16%	\$ 2,067.80
Director of Communications	\$ 31.62	520	49%	\$ 8,031.48
National Sales Representative	\$ 31.33	520	23%	\$ 3,790.93
National Sales Representative	\$ 34.97	520	33%	\$ 5,909.93
National Sales Representative	\$ 32.47	520	44%	\$ 7,500.57
Research Analyst	\$ 29.94	520	15%	\$ 2,275.44
Sales Marketing Coordinator	\$ 25.94	520	52%	\$ 7,029.74
Social Media Manager	\$ 28.24	520	33%	\$ 4,772.56
Tourism Sales Manager	\$ 31.33	520	36%	\$ 5,921.37
Visitor Services Manager	\$ 40.33	520	22%	\$ 4,557.29
VP Marketing	\$ 52.83	520	71%	\$ 19,494.27
VP Operations	\$ 52.83	520	39%	\$ 10,830.15
VP Sales & Services	\$ 55.05	520	58%	\$ 16,735.20
Subtotal				\$ 165,978.43
18.78% Pension				\$ 31,170.75
7.65% SS Med				\$ 12,697.35
Health				\$ 26,666.43
Total				\$ 236,512.96
Grand Total				\$ 245,762.96

Public Works Department

GUIDELINE #2

Expenditures & Encumbrances

\$ 25,258.40

COVID-19 supplies (disinfectant, masks, sanitizers, thermometers, protective materials, etc)

\$ 25,258.40

GUIDELINE #3

Title	Current	Hrs Mar 1 -		% Time	Total \$\$
	Hourly Rate	May 30			
Accountant II	\$ 40.33	520	10%	\$ 2,097.16	
Accountant II	\$ 40.33	520	10%	\$ 2,097.16	
Assistant Director- Environmental	\$ 69.47	520	50%	\$ 18,062.20	
Assistant Director- Transportation	\$ 69.47	520	50%	\$ 18,062.20	
Executive Secretary	\$ 30.53	520	50%	\$ 7,937.80	
General Services Division Mgr	\$ 55.05	520	50%	\$ 14,313.00	
Public Works Director	\$ 93.68	520	50%	\$ 24,356.80	
Public Works Specialist	\$ 25.16	520	10%	\$ 1,308.32	
Public Works Specialist	\$ 28.24	520	10%	\$ 1,468.48	
Public Works Specialist	\$ 25.16	520	10%	\$ 1,308.32	
Public Works Specialist II	\$ 27.96	520	10%	\$ 1,453.92	
Public Works Specialist II	\$ 27.96	520	10%	\$ 1,453.92	

Sewer overtime (actual to date plus expected remaining)

\$ 90,689.44

Subtotal	\$ 184,608.72
18.78% Pension	\$ 34,669.52
7.65% SS Med	\$ 14,122.57
Health	\$ 10,786.10
Total	\$ 244,186.91

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 11,279.59
- Payperiod ending 4/04/20 - Actual	\$ 67,847.32
- Payperiod ending 4/18/20 - Actual	\$ 42,961.00
- Payperiod ending 5/02/20 - Actual	\$ 33,606.86
- Payperiod ending 5/16/20 - Est	\$ -
- Payperiod ending 5/30/20 - Est	\$ -
Subtotal	\$ 155,694.77
18.78% Pension	\$ 29,239.48
7.65% SS Med	\$ 11,910.65
Total	\$ 196,844.90

Grand Total \$ 466,290.20

Library

GUIDELINE #2

Expenditures & Encumbrances	\$ 6,393.52
COVID-19 supplies (disinfectant, gloves, facility deep cleaning, etc)	\$ 6,393.52

GUIDELINE #3

This includes actuals from March 1 through May 2, and estimates through the end of May.

Account	Total \$\$
41111 - PAYROLL CLASSIFIED REGULAR	\$ 1,320,231.86
41116 - UNCLASSIFIED PART-TIME	\$ 249,146.57
41121 - LONGEVITY	\$ 6,633.13
41123 - SHIFT DIFFERENTIAL	\$ 74.41
41134 - PREMIUM PAY	\$ 2,645.93
41199 - WAGE/SALARY REIMBURSEMENT	\$ (5,603.93)
41311 - PENSION EMPLOYER CONTRIBUTION	\$ 229,869.58
41321 - SOCIAL SECURITY & MEDICARE	\$ 114,711.07
41331 - HEALTH & ACCIDENT INSURANCE	\$ 269,924.13
41333 - HEALTH & ACCDT INS.-REIMBURSEMENT	\$ (32,192.70)
41341 - LIFE INSURANCE EXPENSE	\$ 1,140.23
41351 - DENTAL INSURANCE EXPENSE	\$ 6,563.22
41353 - DENTAL INSURANCE-REIMBURSEMENT	\$ (4,803.56)
Total	\$ 2,158,339.94

GUIDELINE #4

Personnel (Covid Payroll Codes) - City wide leave

- Payperiod ending 3/21/20 - Actual	\$ 111,371.97
- Payperiod ending 4/04/20 - Actual	\$ 75,872.84
- Payperiod ending 4/18/20 - Actual	\$ 30,545.59
- Payperiod ending 5/02/20 - Actual	\$ 28,805.77
- Payperiod ending 5/16/20 - Est	\$ -
- Payperiod ending 5/30/20 - Est	\$ -
Subtotal	\$ 246,596.17
Pension 18.78%	\$ 46,310.76
SS Med 7.65%	\$ 18,864.61
Total	\$ 311,771.54

Grand Total	\$ 2,476,505.00
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Other City Expenses

GUIDELINE #3

Title	Annual Cost	Mar 1 - May 30	% Time	Total \$\$
Douglas County 911	\$ 7,212,955.00	25%	90%	\$ 1,622,914.88
Dot.Comm	\$ 6,938,624.00	25%	45%	\$ 780,595.20
GUIDELINE #3 Total				\$ 2,403,510.08

GUIDELINE #5

Title	Annual Cost	Mar 1 - May 30	% Time	Total \$\$
Chamber of Commerce	\$ 324,500.00	25%	100%	\$ 81,125.00
Heartland Workforce	\$ 661,164.00	25%	100%	\$ 165,291.00
GUIDELINE #5 Total				\$ 246,416.00

GUIDELINE #6

Title	Annual Cost	Mar 1 - May 30	% Time	Total \$\$
Federal Lobbyist	100,000.00	25%	100%	\$ 25,000.00
MECA	\$ 2,500,000.00	100%	100%	\$ 2,500,000.00
Hotel Property Tax	\$ 1,103,186.81	100%	100%	\$ 1,103,186.81
GUIDELINE #6 Total				\$ 3,603,186.81

Grand Total	\$ 6,253,112.89
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