

Common Council

September 14, 2016



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FUND 101-0301 COMMON COUNCIL.....2-7

Common Council - 101-0301

Fund Summary - Operating and Capital Budget

Description	2014 Actual	2015 Actual	2016 Amended Budget	30-Jun Actual	2017 Proposed Budget	Forecast				Budget Variance 2016-2017	% Change
						2018	2019	2020	2021		
EXPENDITURES BY PROGRAM											
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
EXPENDITURES BY TYPE											
Personnel											
Salaries & Wages	143,750	160,395	170,682	90,620	171,281	174,707	178,201	181,765	185,400	599	0.4%
Fringe Benefits	56,003	61,796	108,989	32,926	132,640	143,251	154,711	167,088	180,455	23,651	21.7%
Total Personnel	199,753	222,191	279,671	123,546	303,921	317,958	332,912	348,853	365,855	24,250	8.7%
Supplies											
	1,094	2,609	8,936	5,636	4,500	4,500	4,500	4,500	4,500	(4,436)	-49.6%
Services & Charges											
Professional Services	186,016	193,846	182,619	65,819	154,619	125,000	125,000	125,000	125,000	(28,000)	-15.3%
Printing & Advertising	3,871	2,959	7,223	1,706	1,000	1,000	1,000	1,000	1,000	(6,223)	-86.2%
Utilities	-	-	-	-	-	-	-	-	-	-	-
Education & Training	85	645	11,500	638	3,000	1,000	1,000	1,000	11,500	(8,500)	-73.9%
Travel	707	1,644	6,000	1,230	5,000	1,000	1,000	1,000	6,000	(1,000)	-16.7%
Repairs & Maintenance	17,870	10,311	11,004	8,299	4,750	6,000	6,000	6,000	6,000	(6,254)	-56.8%
Payment In Lieu of Taxes	-	-	-	-	-	-	-	-	-	-	-
Other Interfund Allocations	7,735	8,252	9,332	3,891	46,074	39,706	40,500	41,310	42,136	36,742	393.7%
Debt Service:											
Principal	-	-	-	-	-	-	-	-	-	-	-
Interest & Fees	-	-	-	-	-	-	-	-	-	-	-
Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-
Other Services & Charges	528	1,095	6,450	1,132	5,800	5,800	5,800	5,800	5,800	(650)	-10.1%
Total Services & Charges	216,812	218,752	234,128	82,715	220,243	179,506	180,300	181,110	197,436	(13,885)	-5.9%
Capital											
	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures by Type	417,659	443,552	522,735	211,897	528,664	501,964	517,712	534,463	567,792	5,929	1.1%

Explain Significant Revenue and Expenditure Changes Below:

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
GENERAL FUND								
101-0301-411.10-01	REGULAR	143,750	151,813	149,264	161,154	117,099	78,348	171,281
LEVEL	TEXT	TEXT AMT						
02	PART TIME POSITIONS WITH BENEFITS							
	9 COUNCIL MEMBERS @ \$19,032	171,281						
		171,281						
101-0301-411.10-03	SEASONAL & INTERNS	0	8,582	20,000	41,418	25,240	18,731	0
LEVEL	TEXT	TEXT AMT						
02	LEGISLATIVE RESEARCH ASSISTANT PART TIME (MOVED TO LEGAL SERVICES FOR 2017)							
101-0301-411.11-01	FICA - REGULAR	11,199	11,658	12,949	12,949	8,622	5,788	13,103
LEVEL	TEXT	TEXT AMT						
02	REGULAR SALARIES \$171,281 X 7.65%	13,103						
		13,103						
101-0301-411.11-04	PERF - REGULAR	14,088	14,877	16,718	16,718	11,568	7,710	19,184
LEVEL	TEXT	TEXT AMT						
02	REGULAR SALARIES \$171,281 X 11.20%	19,184						
		19,184						
101-0301-411.11-07	UNEMPLOYMENT COMP	429	428	374	374	209	109	429
LEVEL	TEXT	TEXT AMT						
02	REGULAR SALARIES \$171,281 X 0.25%	429						
		429						
101-0301-411.11-08	GROUP INSURANCE - HEALTH	29,447	33,993	77,448	46,098	32,560	22,080	98,844
LEVEL	TEXT	TEXT AMT						
02	LONG-TERM DISABILITY:							
	9 EMP. X \$96	864						
	HEALTH INS COVERAGE:							
	6 EMP X \$15,500	93,300						
	HEALTH INS REBATE:							
	3 EMP X \$1,560	4,680						
		98,844						
101-0301-411.11-09	GROUP INSURANCE - LIFE	840	840	960	960	735	510	1,080
LEVEL	TEXT	TEXT AMT						
02	9 EMP. X \$120	1,080						
		1,080						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures	
101-0301-411.11-22	PARKING ALLOWANCE	0	0	540	0	0	0	0	
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*	PERSONNEL SERVICES	199,753	222,191	278,253	279,671	196,033	133,277	303,921	
101-0301-411.21-02	STATIONERY & PRINTING	402	435	100	100	93	93	100	
LEVEL	TEXT	TEXT AMT							
02	2017 EST PRINT SHOP COSTS	100							
		100							
101-0301-411.21-03	C.S. - OFFICE SUPPLIES	456	717	1,000	1,000	69	69	1,000	
LEVEL	TEXT	TEXT AMT							
02	CENTRAL STORES OFFICE SUPPLIES	1,000							
		1,000							
101-0301-411.21-04	OTHER - OFFICE SUPPLIES	236	1,457	1,000	1,000	734	487	1,000	
LEVEL	TEXT	TEXT AMT							
02	OTHER OFFICE SUPPLIES	1,000							
		1,000							
101-0301-411.21-16	SMALL OFFICE EQUIPMENT	0	0	2,400	6,836	5,285	5,077	2,400	
LEVEL	TEXT	TEXT AMT							
02	UPGRADES TO I-PADS AND RELATED EQUIPMENT FOR COUNCIL MEMBERS TO REDUCE PAPERWORK AND IMPROVE COMMUNICATION.	1,000							
	2 IPADS	1,400							
		2,400							
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*	SUPPLIES	1,094	2,609	4,500	8,936	6,181	5,727	4,500	
101-0301-411.31-01	LEGAL	69,485	81,500	83,156	83,156	62,367	48,508	125,619	
LEVEL	TEXT	TEXT AMT							
02	PROFESSIONAL SERVICES	84,819							
	LEGAL COUNSEL FOR SOUTH BEND COMMON COUNCIL								
	35 HOURS PER WEEK X 52 WEEKS X \$46.60 PER HOUR								
	LEGISLATIVE RESEARCH ASSISTANT	40,800							
		125,619							
101-0301-411.31-06	OTHER PROFESSIONAL SVCS	0	0	0	10,831	10,425	10,054	0	
101-0301-411.31-07	ADDITIONAL LEGAL SERVICES	116,531	112,234	76,000	88,632	29,502	14,187	29,000	
LEVEL	TEXT	TEXT AMT							
02	ADDITIONAL LEGAL SERVICES	17,000							

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
	NEGOTIATIONS - FIRE, POLICE AND TEAMSTERS		12,000 29,000					
101-0301-411.31-08	SECURITY SERVICES	0	112	0	0	0	0	0
101-0301-411.31-71	CENTRAL STORES ALLOATION	264	0	0	0	0	0	0
101-0301-411.31-72	GIS ALLOCATION	2,059	2,162	2,271	2,271	1,514	1,135	0
101-0301-411.31-73	PRINT SHOP ALLOCATION	0	0	450	450	304	228	481
LEVEL	TEXT		TEXT AMT					
02	2017 PRINT SHOP ALLOCATION		481 481					
101-0301-411.32-02	POSTAGE	108	95	450	450	4	3	300
LEVEL	TEXT		TEXT AMT					
02	POSTAGE		300 300					
101-0301-411.32-21	TRAVEL - MILEAGE	0	402	1,500	1,500	262	262	1,500
LEVEL	TEXT		TEXT AMT					
02	TRAVEL/MILEAGE		1,500 1,500					
101-0301-411.32-22	TRAVEL - AIRFARE	340	396	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
02	TRAVEL/AIRFARE		500 500					
101-0301-411.32-23	TRAVEL - HOTEL	121	703	3,000	3,000	968	968	2,000
LEVEL	TEXT		TEXT AMT					
02	TRAVEL/HOTEL		2,000 2,000					
101-0301-411.32-24	TRAVEL - MEALS	132	113	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
02	TRAVEL/MEALS		500 500					
101-0301-411.32-25	TRAVEL - OTHER	114	30	500	500	0	0	500
LEVEL	TEXT		TEXT AMT					
02	TRAVEL/OTHER		500 500					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
101-0301-411.33-03	PROMOTIONAL	3,871	2,959	8,859	7,223	1,847	1,706	1,000
LEVEL	TEXT		TEXT AMT					
02	PROMOTIONAL		1,000					
			1,000					
101-0301-411.34-02	LIABILITY INSURANCE	1,740	2,160	2,445	2,445	1,632	1,224	1,838
LEVEL	TEXT		TEXT AMT					
02	2017 FIXED COST ALLOCATION #5 LIABILITY INSURANCE		1,838					
			1,838					
101-0301-411.36-01	BUILDINGS	14,885	3,680	500	6,504	6,003	6,003	250
LEVEL	TEXT		TEXT AMT					
02	CONFERENCE ROOM REMODELING, SMALL CONFERENCE TABLE, CHAIRS, ETC.		250					
			250					
101-0301-411.36-02	OFFICE EQUIPMENT	2,985	6,631	4,500	4,500	2,296	2,296	4,500
LEVEL	TEXT		TEXT AMT					
02	OFFICE EQUIPMENT COPIER		1,000					
			3,500					
			4,500					
101-0301-411.36-04	COMPUTER EQUIPMENT	3,672	3,930	4,166	4,166	2,776	2,082	43,755
LEVEL	TEXT		TEXT AMT					
02	2017 FIXED COST ALLOCATION #7 INFORMATION TECHNOLOGY		43,755					
			43,755					
101-0301-411.39-10	SUBSCRIPTIONS	420	1,000	3,500	3,500	951	359	3,500
LEVEL	TEXT		TEXT AMT					
02	SUBSCRIPTIONS - LEGAL		3,500					
			3,500					
101-0301-411.39-70	EDUCATION & TRAINING	85	645	11,500	11,500	963	638	3,000
LEVEL	TEXT		TEXT AMT					
02	EDUCATION & TRAINING - COUNCIL MEMBERS		3,000					
			3,000					
101-0301-411.39-71	MEETING EXPENSES	0	0	2,500	2,500	936	936	2,000
LEVEL	TEXT		TEXT AMT					

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2014 Actual	2015 Actual	2016 Original Budget	2016 Amended Budget	2016 YTD Actual	6/30/16 YTD Actual	2017 Proposed Expenditures
02	MEETING EXPENSE		2,000 2,000					
*	OTHER SERVICES & CHARGES	216,812	218,752	206,297	234,128	122,750	90,590	220,243
**	COMMON COUNCIL	417,659	443,552	489,050	522,735	324,964	229,593	528,664
***	GENERAL FUND	417,659	443,552	489,050	522,735	324,964	229,593	528,664
		417,659	443,552	489,050	522,735	324,964	229,593	528,664