WEST JORDAN UTAH

FISCAL YEAR

2020 Annual Budget

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FISCAL YEAR

2020 Annual Budget

ELECTED OFFICIALS

Mayor ……..…… Jim Riding
Mayor Pro-tem …… Chad Lamb
Council Member, At-Large …… Kayleen Whitelock
Council Member, District 1 …… Chris McConnehey
Council Member, District 2 …… Dirk Burton
Council Member, District 3 …… Zach Jacob
Council Member, District 4 …… Alan Anderson

ADMINISTRATION

City Manager ..……...…….. David R. Brickey
Assistant City Manager …… Korban Lee

BUDGET PREPARATION TEAM

City Manager ..……...…….. David R. Brickey
Assistant City Manager …… Korban Lee
Finance Director …….. Danyce Steck
Budget Officer …….. Eric Okerlund

Final Budget

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David R. Brickey
City Manager
City of West Jordan
8000 South Redwood Road
West Jordan, Utah 84088
(801) 569-5100

Dear Mayor Riding and Council Members:

I am pleased to present to you the City of West Jordan's budget for fiscal year 2019-2020. This year's budget seeks to accomplish many of the goals outlined by the City Council in the January 2019 Strategic Planning Session. The departments and administration have taken the feedback we received from the Council and tried to incorporate the desires of the Council into this budget, subject to fiscal constraints.

Budget Philosophy and Format

The first thing you may notice about this proposed budget is that it does not look like previously adopted budgets. As an administration and finance staff, we have worked to change the budget format to make it a stronger tool for use by the City Council, department staff, and residents. This new budget format consolidates budgets within departments, shows the staffing plan associated with each budget, offers commentary regarding changes, lists proposed capital projects, and includes budget expansion requests desired but not funded.

Along with this change in the format of the budget book is a change in philosophy. Previous annual budgets have assumed department savings so as to not dramatically reduce the fund balance each year. Going forward, it is our intent to present a balanced budget which does not include this assumption. While this year's budget relies on the use of $2.28 million of reserves, it represents about half of the amount of reserves budgeted in the previous fiscal year. Further, it sets the foundation for future budgets to balance expenditures and revenues.

Also, in this budget we are seeking to eliminate all structural deficits. For example, in order to expand an on-going expense, an on-going revenue source will need to be identified. One time revenues are not used for on-going expenses. Capital projects in enterprise funds are not budgeted for unless there is revenue to complete the capital projects and also maintain an adequate fund balance. Bonds are not planned on unless we have on-going revenues to make the on-going bond payments. And, as wholesale costs for water increase, the fees for water are scheduled to similarly increase in order to keep funds healthy.

Revenue Outlook

This budget seeks to estimate revenues conservatively in order to reduce disruption to the organization and assure departments that budgets can be used throughout the year to serve the residents in our community. This budget assumes no property tax increase. We anticipate that the property tax increase last year, combined with steady growth in the city's sales tax distributions, and updates to certain user fees will be able to pay for the expenditures anticipated this coming fiscal year.

As the city continues to grow, the revenues associated with that growth have been positive. In the 2018 calendar year, the city issued 2,622 building permits. Recently, numerous retailers have established a presence in our city, including Lucky Supermarket, Smith and Edwards, At Home, and others. Several new retailers are planning on opening their doors in the Jordan Landing development this coming year. Further, interest in the southwest corner of the city from commercial and industrial developers continues to grow. This growth is great for city revenues, but will continue to put a strain on the city's ability to provide municipal services to the area, particularly as it relates to utilities.

Last year, the City Council initiated a utilities fee study when revenues were not sustaining the continued demands. While it was a difficult decision, the Council approved the recommended rate increases. This year's utility budgets rely on those approved and recommended rates in order to remain sustainable. A quick review of the fund balances for those utility funds (particularly water) demonstrates the need for on-going diligence in maintaining adequate rates.

Other fees have also been increased by the City Council recently after long periods without change. Most noticeably, the business license fees and rental dwelling fees have been updated and this budget assumes modest revenue increases from these fees.

City Personnel

All services to the residents of West Jordan are accomplished through the city's personnel. As such, the city's employees account for almost 70% of the budget. The management of these resources is always a top priority. This budget plans for the funding of merit pay increases for those who perform exemplary work, as well as a 2.7% cost of living adjustment to match the inflationary increases along the Wasatch Front.

The city was able to secure a modest reduction in the cost of employee health insurance. The city credits this success to a combination of (1) the efforts of employees and their families to help keep health care costs down, and (2) a willingness to change insurance providers. This is incredibly unusual among organizations and it goes a long way toward allowing the city to utilize these saved resources elsewhere. Other benefits and their associated costs, including retirement, remain unchanged.

This budget assumes two personnel changes. First, we propose adding two part-time employees to the city's staffing plan to begin offering passport services to the public. We have budgeted this to be revenue and expense neutral. However, we are confident that with time, this will become a positive source of revenue for the city's general fund. Further, it will provide a way for residents to have positive interactions with City Hall.

Second, and more importantly, this budget anticipates the change in the form of government from a Council-Manager to a Council-Mayor form of government, as per the election results from November 2017. This change was directed by the voters in our community, but will not come without a cost. We are striving to keep the on-going costs associated with this change in the form of government to a minimum. However, the net budget impact of this change in the proposed budget is $186,182 this first year. This represents 50% of the total cost that will be realized the following year, since this year's personnel change doesn't take effect until midway through the fiscal year. This cost for the change in the form of government anticipates costs associated with changing to a strong mayor, adding a seventh council member, and adding staff support for the Mayor and City Council.

Capital Projects, Infrastructure, and One-Time Expenditures

Keeping up with the growth and the needs of a large city and hundreds of miles of infrastructure can be challenging. This budget proposes a significant investment in the city's roads, parks, water, wastewater, storm water, and buildings. The capital projects proposed in this budget for these areas is over $40 million. Some of the highlights of the proposed construction projects include beginning construction on the cultural arts center, relocating the Barney's Wash Detention Pond, improving the wastewater system, constructing a Zone 4 water tank, completing the Ron Wood Park Well and Pump House, developing phase 3 of Ron Wood Park, completing the re-alignment of 7800 South and New Bingham Highway, and finishing $2.5 million in pavement maintenance projects.

Additionally, throughout the budget, one-time funds were allocated toward items such as replacing SCBA's for the Fire Department, adding a brine system for the streets division to assist with snow plowing, purchasing a hydra-excavator for Public Works, and converting a tennis court at Constitution Park to pickleball courts.

Excitement for the Future

West Jordan has a bright future. We are proud of this budget as a plan to help the community progress. As it is submitted for your consideration, I want to thank the departments and staff who worked so hard to submit budgets that are sustainable, and who spend each day doing their very best to serve the residents of our community. I particularly want to note the efforts of our new Finance Director, Danyce Steck, and her diligence in pulling this budget document together. We anxiously await the changes that are coming to our city with the change in the form of government. This budget will be a guiding document throughout the process. As we move forward, we are excited to work together toward improving the quality of life in our community.

Respectfully Submitted,

David R. Brickey
City Manager

Final Budget

Fiscal Year 2019/2020

BUDGET SUMMARY

	Revenue	Expenditures	Transfers In/Out	Beginning Balance	Net Change	Ending Balance
GENERAL FUND	**57,310,484**	**(58,757,215)**	**(950,000)**	**11,080,974**	**(2,396,731)**	**8,684,243**
SPECIAL REVENUE FUNDS						
Class C Fund	4,443,000	(1,786,726)	(3,250,000)	4,090,258	(593,726)	3,496,532
CDBG	1,107,606	(1,111,769)	-	855,032	(4,163)	850,869
	5,550,606	**(2,898,495)**	**(3,250,000)**	**4,945,290**	**(597,889)**	**4,347,401**
SPECIAL IMPROVEMENT DISTRICTS						
KraftMaid SID	-	-	-	349,612	-	349,612
Highlands SID	95,000	(91,665)	-	3,521	3,335	6,856
	95,000	**(91,665)**	**-**	**353,133**	**3,335**	**356,468**
CAPITAL IMPROVEMENT FUNDS						
Capital Support	-	(564,097)	(440,000)	1,060,908	(1,004,097)	56,811
Road Capital	8,625,000	(12,593,988)	4,100,000	6,843,044	131,012	6,974,056
Parks Capital	1,550,000	(5,225,297)	440,000	4,296,624	(3,235,297)	1,061,327
Buildings Capital	183,000	(3,700,000)	50,000	8,634,377	(3,467,000)	5,167,377
	10,358,000	**(22,083,382)**	**4,150,000**	**20,834,953**	**(7,575,382)**	**13,259,571**
UTILITY FUNDS						
Water Fund	35,928,622	(35,093,039)	-	8,039,539	835,583	8,875,122
Wastewater Fund	11,290,914	(15,243,180)	-	8,592,115	(3,952,266)	4,639,849
Solid Waste	6,485,672	(5,943,699)	-	799,631	541,973	1,341,604
Storm Water	5,321,347	(8,296,587)	-	4,677,637	(2,975,240)	1,702,397
Street Light	755,670	(437,224)	-	971,416	318,446	1,289,862
	59,782,225	**(65,013,729)**	**-**	**23,080,339**	**(5,231,504)**	**17,848,835**
INTERNAL SERVICE FUNDS						
Fleet	5,512,015	(5,538,768)	-	3,558,195	(26,753)	3,531,442
Information Technology	330,000	(330,000)	-	1,238,091	-	1,238,091
Risk Management	1,474,828	(1,730,468)	-	527,714	(255,640)	272,074
	7,316,843	**(7,599,236)**	**-**	**5,324,000**	**(282,393)**	**5,041,607**
OTHER AGENCY						
Redevelopment Agency			50,000			
Total	**140,413,158**	**(156,443,722)**	**-**	**65,618,689**	**(16,080,564)**	**49,538,125**

Final Budget

Fiscal Year 2019/2020

ENDING FUND BALANCE HISTORY

	Prior Year Actual FY 15-16	Prior Year Actual FY 16-17	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
GENERAL FUND	**10,441,528**	**10,804,511**	**11,602,726**	**7,247,342**	**11,080,974**	**8,684,243**
SPECIAL REVENUE FUNDS						
Class C Fund	6,544,722	6,033,532	4,950,881	3,921,378	4,090,258	3,496,532
CDBG	267,712	930,047	877,481	738,049	855,032	850,869
	6,812,434	**6,963,579**	**5,828,362**	**4,659,427**	**4,945,290**	**4,347,401**
SPECIAL IMPROVEMENT DISTRICTS						
KraftMaid SID	179	14,761	47,821	12,601	3,521	6,856
Highlands SID	552,868	322,756	343,612	343,612	349,612	349,612
	553,047	**337,518**	**391,433**	**356,213**	**353,133**	**356,468**
CAPITAL IMPROVEMENT FUNDS						
Capital Support	680,190	1,076,360	841,208	843,808	1,060,908	56,811
Road Capital	8,426,560	8,992,627	7,336,726	2,591,493	6,843,044	6,974,056
Parks Capital	3,020,311	2,820,905	3,826,314	(1,706,123)	4,296,624	1,061,327
Buildings Capital	1,461,826	1,503,693	8,031,733	8,197,433	8,634,377	5,167,377
	13,588,888	**14,393,586**	**20,035,981**	**9,926,611**	**20,834,953**	**13,259,571**
UTILITY FUNDS						
Water Fund	8,984,337	6,257,875	11,234,210	5,381,175	8,039,539	8,875,122
Wastewater Fund	9,459,594	9,165,613	7,645,691	2,106,556	8,592,115	4,639,849
Solid Waste	793,093	913,779	713,124	785,475	799,631	1,341,604
Storm Water	10,268,771	8,820,201	5,535,917	2,582,474	4,677,637	1,702,397
Street Light	-	193,823	585,854	779,021	971,416	1,289,862
	29,505,795	**25,351,291**	**25,714,797**	**11,634,702**	**23,080,339**	**17,848,835**
INTERNAL SERVICE FUNDS						
Fleet	5,597,983	4,748,489	4,250,205	2,509,461	3,558,195	3,531,442
Information Technology	1,104,368	1,082,530	1,092,079	1,092,079	1,238,091	1,238,091
Risk Management	828,704	645,119	501,603	328,603	527,714	272,074
	7,531,055	**6,476,138**	**5,843,887**	**3,930,143**	**5,324,000**	**5,041,607**
Total	**68,432,747**	**64,326,621**	**69,417,186**	**37,754,438**	**65,618,689**	**49,538,125**

FISCAL YEAR

2020 Final Budget

GENERAL FUND

GENERAL FUND SUMMARY

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
Beginning Fund Balance	10,804,511	11,602,726	11,602,726	11,080,974	
Revenues	56,711,429	53,004,911	53,108,016	57,310,484	8.1%
Expenditures	(48,739,765)	(56,560,295)	(52,471,918)	(58,757,215)	3.9%
Transfers Out	(7,173,448)	(800,000)	(1,157,850)	(950,000)	18.8%
Ending Fund Balance	11,602,726	7,247,342	11,080,974	8,684,243	
% of Revenue	20.46%	13.67%	20.86%	15.15%	

NOTES

Cost of the Change of Government

In November 2017, the residents of West Jordan voted to change the form of government from the Council-Manager to the Council-Mayor Form of Government. Below is the annual personnel cost of this transition. One-half of this cost and has been included in this year's budget since the change will not take affect until January 2020 (or mid-budget year). These costs are estimates and based on full benefits (family-coverage). The actual cost will vary depending on the candidate who occupies the position. In addition, there will be some one-time building renovations costs needed to accommodate these changes.

Additions	**Salary**	**Benefits**	**Total**	**Grade**
At-Large Councilmember	18,100	23,500	41,364	CC
Mayor (New)	120,000	40,500	160,500	MAY
Intergovernmental Liaison	110,000	38,000	148,000	GR77
Council Director	110,000	38,000	148,000	GR77
	358,100	**140,000**	**497,864**	
Savings				
Mayor (Current)	(89,500)	(36,000)	(125,500)	MAY
City Clerk	(64,000)	(32,000)	(96,000)	GR53
	(89,500)	**(36,000)**	**(125,500)**	
Total	**268,600**	**104,000**	**372,364**	

Changes to Revenues

Moved property tax and sales tax revenue from the Capital Support Fund to the General Fund for debt service.
Moved Class C Roads to a separate fund.

Changes to Expenditures

Added staff for change of government.
Moved debt service for all general obligation and sales tax revenue debt service to the General Fund.
Changed method of calculation for administrative services allocated to other funds.

Final Budget

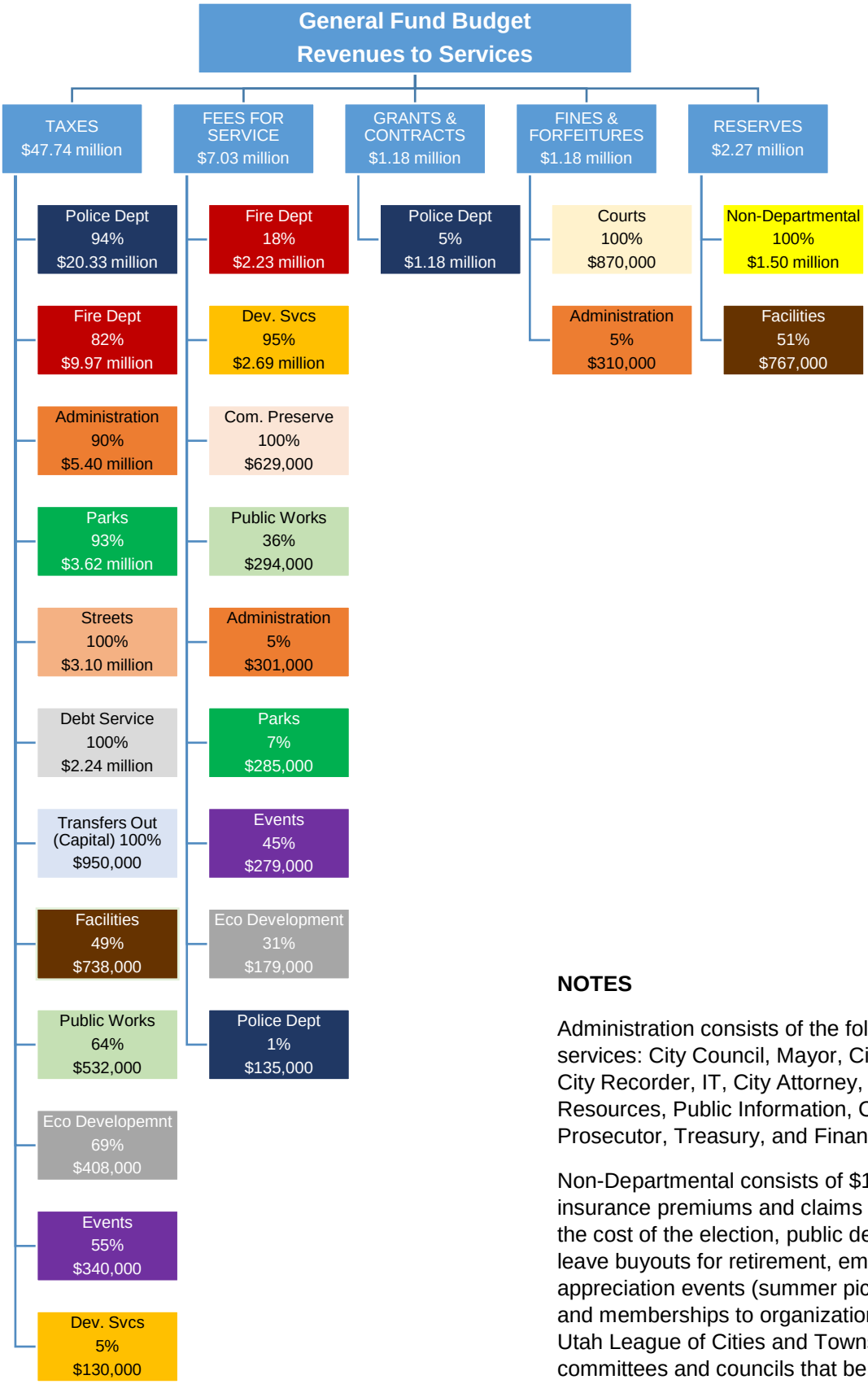
Fiscal Year 2019/2020

GENERAL FUND SUMMARY

BUDGET AND FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUES					
Taxes	39,766,099	42,937,242	42,965,242	47,764,883	11.2%
Licensing and permits	2,887,987	3,057,500	3,109,500	2,609,500	-14.7%
Intergovernmental	1,371,209	1,224,009	1,204,035	1,337,966	9.3%
Charges for services	3,611,272	3,617,570	3,547,320	3,600,762	-0.5%
Fines and forfeitures	1,162,744	1,400,000	1,180,000	1,180,000	-15.7%
Miscellaneous	7,651,122	482,390	816,778	539,373	11.8%
Events	260,996	286,200	285,141	278,000	-2.9%
	56,711,429	**53,004,911**	**53,108,016**	**57,310,484**	8.1%
USE OF FUND BALANCE					
Use of Fund Balance	-	4,355,384	661,752	2,396,731	-45.0%
	-	**4,355,384**	**661,752**	**2,396,731**	-45.0%
Total Revenue and Use of Fund Balance	**56,711,429**	**57,360,295**	**53,769,768**	**59,707,215**	
EXPENDITURES					
City Council	222,807	244,247	285,471	321,612	31.7%
Mayor's Office	-	-	-	228,009	100.0%
City Manager/CAO	756,175	941,534	672,977	681,272	-27.6%
City Attorney	1,231,328	1,826,258	1,411,562	1,738,469	-4.8%
City Recorder	264,625	285,763	270,978	177,722	-37.8%
Finance	500,306	662,784	693,175	941,069	42.0%
Human Resources	413,445	496,668	456,331	384,802	-22.5%
Information Technology	1,080,644	1,736,261	1,598,248	1,774,844	2.2%
Development Services	2,469,068	2,771,089	2,786,053	2,836,144	2.3%
Economic Development	317,463	586,073	585,320	582,350	-0.6%
Community Preservation	509,127	600,381	500,654	629,367	4.8%
Public Works	9,295,520	11,054,579	9,841,378	9,944,840	-10.0%
Fire	11,350,832	12,035,540	11,967,424	12,172,767	1.1%
Police	18,402,090	21,200,273	19,534,156	21,736,921	2.5%
Courts	784,569	848,801	827,372	869,404	2.4%
Debt Service	-	-	-	2,235,250	100.0%
Non-Departmental	1,141,766	1,270,044	1,040,819	1,502,373	18.3%
	48,739,765	**56,560,295**	**52,471,918**	**58,757,215**	3.9%
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE					
Transfers Out	7,173,448	800,000	1,157,850	950,000	18.8%
Contribution to Fund Balance	798,216	-		-	0.0%
	7,971,664	**800,000**	**1,157,850**	**950,000**	18.8%
Total Expenditures and Contriubtion to Fund Balance	**56,711,429**	**57,360,295**	**53,629,768**	**59,707,215**	

REVENUES TO SERVICES



NOTES

Administration consists of the following services: City Council, Mayor, City Manager, City Recorder, IT, City Attorney, Human Resources, Public Information, City Prosecutor, Treasury, and Finance.

Non-Departmental consists of $1.0 million of insurance premiums and claims (Risk Mgmt), the cost of the election, public defenders, leave buyouts for retirement, employee appreciation events (summer picnic, holiday), and memberships to organizations like the Utah League of Cities and Towns, and other committees and councils that benefit the City.

GENERAL FUND CHARTS AND INFORMATION

REVENUES

The chart below illustrates the source of the General Fund's revenue for the FY2020 Tentative Budget.

Sales Tax 40% | Property Tax 28% | Other taxes 16% | Chg for service 10% | Other 6%

EXPENDITURES

The chart below illustrates the use of the General Fund's resources for the FY2020 Tentative Budget.

Administrative costs include all the divisions reported under the following departments: City Council, Mayor, City Manager, City Recorder, City Attorney, Finance, Human Resources, and Information Technology.

Police & Fire 57% | Streets & Parks 17% | Admin 10% | Dev Svcs 7% | Debt 4% | Other 4% | Xfr out 2%

GENERAL FUND REVENUE

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TAXES						
Property Taxes						
311000	Property Tax	12,033,780	14,414,922	14,414,922	14,794,511	3%
311100	Property Taxes - Series 2014 GO Bond	-	-	-	760,220	100%
312000	Delinquent Taxes	186,056	258,000	258,000	258,000	0%
319000	Penalty & Interest on Delinquent Taxes	20,246	21,000	21,000	21,000	0%
		12,240,081	**14,693,922**	**14,693,922**	**15,833,731**	8%
Sales Taxes						
313000	Sales Tax - Local	18,825,978	19,099,320	19,099,320	21,039,420	10%
313025	Sales Tax - 4th Qtr	-	-	-	1,713,112	100%
		18,825,978	**19,099,320**	**19,099,320**	**22,752,532**	19%
Franchise Taxes						
314000	Cable Franchise Tax	648,685	650,000	650,000	640,000	-2%
315000	Utility Franchise Tax	5,930,863	6,262,000	6,262,000	6,324,620	1%
315100	Telecommunications Tax	1,007,577	1,150,000	1,150,000	1,000,000	-13%
316000	Fee In-Lieu-of Vehicles	1,048,335	1,050,000	1,050,000	1,150,000	10%
317000	Transiet Room Tax	64,579	32,000	60,000	64,000	100%
		8,700,039	**9,144,000**	**9,172,000**	**9,178,620**	0%
TOTAL TAXES		**39,766,099**	**42,937,242**	**42,965,242**	**47,764,883**	11%
LICENSES & PERMITS						
Licenses						
321000	Business Licenses	203,344	210,000	210,000	350,000	67%
321100	Animal Licenses	40,833	42,000	42,000	42,000	0%
321200	Business License Application Fee	22,527	25,000	25,000	25,000	0%
321300	Rental Dwelling License	100,101	103,000	135,000	200,000	94%
321400	Rental Dwelling Application Fee	2,747	3,500	3,500	3,500	0%
		369,552	**383,500**	**415,500**	**620,500**	62%
Permits						
321800	Conditional Use Permits	24,175	18,000	18,000	18,000	0%
321900	Fire Permit Fee	35,166	40,000	60,000	55,000	38%
322000	1% Building Permit Surcharge	1,382	-	-	-	0%
322100	Building Permits	2,337,644	2,500,000	2,500,000	1,800,000	-28%
322200	Encroachment Permits	120,067	116,000	116,000	116,000	0%
		2,518,434	**2,674,000**	**2,694,000**	**1,989,000**	-26%
TOTAL LICENSES & PERMITS		**2,887,987**	**3,057,500**	**3,109,500**	**2,609,500**	-15%

GENERAL FUND REVENUE

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
INTERGOVERNMENTAL						
Grants						
332900	JCAT Overtime/Extradition	51,969	50,000	50,000	50,000	0%
335800	State Liquor Tax	110,087	107,120	138,235	111,405	4%
335801	DUI/DOT Reimbursement	33,663	30,000	20,000	30,000	0%
335802	State - DUI Enforcement	20,000	-	-	-	0%
335900	State Arts Grant	-	1,000	-	-	-100%
335920	Utah Highway Safety Grant	8,899	-	6,144	-	0%
336200	EMS Per Capita & Comp	6,567	-	-	-	0%
336210	EMPG Grant	22,000	11,992	5,500	-	-100%
336300	Crime Victim Reparation	39,441	71,065	71,065	70,960	0%
336310	Violence Against Women	28,568	-	19,837	-	0%
336320	Internet Crimes Against Children Grant	-	-	-	20,000	0%
336400	COPS UHP Grant	136,882	163,839	163,839	170,978	4%
336600	Arts Grant	11,500	12,000	12,000	-	-100%
336700	Utah K9/Bulletproof Vest Program	3,722	-	-	-	0%
336910	Justice Assistance Grant	-	102,174	-	-	-100%
336921	CCJJ JAG - DVSA	-	-	-	-	#DIV/0!
337400	Misc Intergovernmental Revenue	37,061	-	4,200	-	0%
337510	Fed Asset Sharing Program	34,215	-	56,556	-	0%
337512	State Asset Forfeitures	114,492	4,400	-	90,583	1959%
337600	SHSP-WMD-Fire Grant	22,220	-	-	-	0%
		681,285	**553,590**	**550,001**	**543,926**	-2%
Contract Services						
337700	Jordan School Reimbursement	315,000	315,000	315,000	450,000	43%
338001	DARE Instruction Reimbursement	-	791	791	-	-100%
338002	Gang Task Force Reimbursement	-	17,000	607	-	-100%
338003	DEA Task Force Reimbursement	11,583	17,000	707	17,000	0%
338201	Animal Control Contract - Murray	314,341	320,628	320,629	327,040	2%
338400	GF Habitat Restoration	49,000	-	16,300	-	0%
		689,924	**670,419**	**654,034**	**794,040**	18%
TOTAL INTERGOVERNMENTAL		**1,371,209**	**1,224,009**	**1,204,035**	**1,337,966**	9%
CHARGES FOR SERVICES						
341100	Reclaimed Animals	29,801	29,000	29,000	31,000	7%
341110	Pet Sterlization Charge	6,875	8,900	8,900	9,000	1%
341200	Site Plan Review	112,178	185,000	150,000	185,000	0%
341300	Zoning and Subdivision Fee	192,293	190,000	175,000	180,000	-5%
341500	Maps and Publications	2,055	3,000	2,500	3,000	0%
341600	NSF/Service Charge/Late Fee	2,047	1,000	7,500	6,900	590%
341650	Passport Services	-	-	-	100,000	100%
342100	Special Police Service	74,895	75,000	75,000	75,000	0%
342400	Inspection Fee	67,900	65,000	65,000	55,000	-15%
342500	Fire Inspection Fee	19,817	42,170	-	20,000	-53%
342510	Fire Cost Recovery	-	2,500	-	500	-80%
342800	False Alarm Runs	18,550	16,000	25,000	17,000	6%
343000	Engineering Review and Inspection Fee	565,962	585,000	585,000	526,500	-10%
343020	Concept Plan Meeting Fee	3,100	3,000	3,000	3,000	0%

GENERAL FUND REVENUE

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
CHARGES FOR SERVICES (continued)						
344200	Prosecutor Reimbursement	2,004	1,400	1,400	2,362	69%
344400	Legal Defender Reimbursement	-	100	-	-	-100%
347300	Jordan Valley TOD Landscaping	4,200	-	4,200	-	0%
347400	Parks, Public Property	104,675	135,000	105,000	90,000	-33%
347500	Street Light Fee	12	-	-	-	0%
347700	Sign Review	10,046	1,500	10,000	1,500	0%
347800	Ambulance Fees	2,197,028	2,100,000	2,100,000	2,100,000	0%
348100	Cemetery Lot Sale	142,865	123,000	145,000	141,000	15%
348300	Grave Opening & Closing Fee	53,970	50,000	55,000	54,000	8%
348400	Police Activities League Fee	1,000	1,000	820	-	-100%
TOTAL CHARGES FOR SERVICE		**3,611,272**	**3,617,570**	**3,547,320**	**3,600,762**	0%
FINES & FORFEITURES						
351100	Court Fines	1,162,744	1,400,000	1,180,000	1,180,000	-16%
TOTAL FINES & FORFEITURES		**1,162,744**	**1,400,000**	**1,180,000**	**1,180,000**	-16%
MISCELLANEOUS REVENUE						
361000	Interest Earnings	118,117	57,000	150,000	100,000	75%
362000	Rents & Concessions	-	2,000	2,000	-	-100%
362020	Arts Council	11,509	11,000	11,000	-	-100%
362021	Youth Committee	27,195	14,000	14,000	-	-100%
362100	Chamber of Commerce Rent	1,200	1,200	1,200	-	-100%
362300	Property Leases	109,362	70,000	125,000	109,000	56%
362602	Healthy West Jordan	1,586	1,500	2,732	1,500	0%
362700	RDA Administrative Reimbursement	168,211	178,873	178,873	178,873	0%
364300	Sale of Land	6,798,898	-	-	-	0%
366000	Donations	-	3,000	13,973	3,000	0%
366050	Animal Control Contributions	1,015	3,000	3,000	-	-100%
369000	Sundry Revenue	310,111	100,817	250,000	92,000	-9%
369001	Code Enforcement	103,917	40,000	65,000	55,000	38%
TOTAL MISCELLANEOUS REVENUE		**7,651,122**	**482,390**	**816,778**	**539,373**	12%

GENERAL FUND REVENUE

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
EVENTS						
371001	Ticket Sales July 1	118,344	120,000	121,301	125,000	4%
371100	Demolition Derby	35,947	42,000	49,740	50,000	19%
371700	Rodeo/Derby Sponsors	58,654	80,000	80,000	55,000	-31%
371900	Commercial Booths	14,830	10,200	10,200	13,000	27%
372100	Carnival Revenue	32,060	34,000	23,800	35,000	3%
372300	Miscellaneous	1,160	-	100	-	0%
TOTAL EVENTS		**260,996**	**286,200**	**285,141**	**278,000**	-3%
TRANSFERS IN & USE OF FUND BALANCE						
387100	Use of Fund Balance	-	4,355,384	661,752	2,396,731	-45%
TOTAL TRANSFERS & USE OF FUND BAL.		**-**	**4,355,384**	**661,752**	**2,396,731**	-45%
Total Revenues, Transfers In and Use of Fund Balance		**56,711,429**	**57,360,295**	**53,769,768**	**59,707,215**	**4%**

CITY COUNCIL

STAFFING

Title	FY 18-19 Budget Grade	FT	PT	FY 19-20 Budget Grade	FT	PT
CURRENT						
Mayor		1				
Council Members [1]			6			6
Executive Assistant				GR53	1	
		1	**6**		**1**	**6**
AFTER CHANGE IN FORM OF GOV'T						
Council Members [1]						7
Council Office Director				GR77	1	
Executive Assistant				GR53	1	
					2	**7**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	85,690	198,262	21,603	89,855	
411001	Salaries - Part-time	112,616	-	179,500	117,600	
411030	Leave Buyout	-	600	-	-	
413110	Retirement	40,735	39,845	40,589	37,592	
413120	Health Insurance	75,279	75,397	72,281	91,233	
413130	Workers Compensation	2,266	2,512	2,295	1,315	
413140	Long-term Disability	9,149	2,506	15,332	1,957	
413150	Unemployment	207	198	215	215	
413160	Vehicle Allowance	5,483	5,590	5,590	-	
413180	Telecom Allowance	9,290	8,400	9,290	7,800	
		340,713	**333,310**	**346,695**	**347,567**	4%
OPERATIONS						
421500	Membership	726	-	70,000	-	
424000	Office Supplies	544	1,000	442	1,000	
431000	Professional & Technical Services	-	-	437	50,000	
433000	Training	2,195	3,000	3,557	8,750	
433100	Travel	1,149	4,500	-	17,500	
461000	Other Supplies	4,793	12,500	3,657	4,000	
461010	Contingency	1	30,000	746	-	
		9,407	**51,000**	**78,839**	**81,250**	59%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(127,313)	(140,063)	(140,063)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(86,892)	
493110	Allocated to Other Funds - Operations	-	-	-	(20,313)	
		(127,313)	**(140,063)**	**(140,063)**	**(107,205)**	-23%
TOTAL CITY COUNCIL		**222,807**	**244,247**	**285,471**	**321,612**	32%

CITY COUNCIL

NOTES

Adjustments due to change of government as of January 1, 2020. Costs are for 50% of a year.

Transferred Mayor's position to its own department.
Added a 3rd At-Large Council Member
Added a Council Director
Added Executive Assistant transferred from City Manager/CAO.

25% of eligible costs are allocated to other funds for shared services.

JUSTIFICATION

424000	Office Supplies	Office supplies, postage, business cards
431000	Professional & Technical Services	Legal and other consulting services as needed
433000	Travel	$2,500 per council member
433100	Training	$1,250 per council member
445000	Other Supplies	Councilmember photos, out-going gifts, event supplies, etc

Final Budget

Fiscal Year 2019/2020

MAYOR'S OFFICE

STAFFING

Title	FY 18-19 Budget Grade	FY 18-19 Budget FT	FY 18-19 Budget PT	FY 19-20 Budget Grade	FY 19-20 Budget FT	FY 19-20 Budget PT
CURRENT						
Mayor					1	
					1	**0**
AFTER CHANGE IN FORM OF GOV'T						
Mayor					1	
Intergovernmental Liaison				GR77	1	
					2	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	-	-	-	211,504	
413110	Retirement	-	-	-	39,046	
413120	Health Insurance `	-	-	-	24,534	
413130	Workers Compensation	-	-	-	1,076	
413140	Long-term Disability	-	-	-	1,945	
413150	Unemployment	-	-	-	222	
413160	Vehicle Allowance	-	-	-	8,385	
413180	Telecom Allowance	-	-	-	1,800	
		-	**-**	**-**	**288,512**	100%
OPERATIONS						
421500	Membership	-	-	-	4,000	
424000	Office Supplies	-	-	-	500	
431000	Professional & Technical Services	-	-	-	2,000	
433000	Training	-	-	-	1,500	
433100	Travel	-	-	-	2,500	
461000	Other Supplies	-	-	-	5,000	
		-	**-**	**-**	**15,500**	100%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	-	-	-	-	
493100	Allocated to Other Funds - Wages	-	-	-	(72,128)	
493110	Allocated to Other Funds - Operations	-	-	-	(3,875)	
		-	**-**	**-**	**(76,003)**	100%
TOTAL MAYOR'S OFFICE		**-**	**-**	**-**	**228,009**	100%

MAYOR'S OFFICE

NOTES

Adjustments due to change of government as of January 1, 2020. Costs are for 50% of a year.

Created department for separation of powers.

Salary for current elected Mayor guaranteed salary.

Salary for newly elected Mayor under new form of government beginning January 1, 2020.

Intergovernmental Liaison position created from a position transferred from the City Recorder's Office.

25% of eligible costs are allocated to other funds for shared services

JUSTIFICATION

421500	Membership	US Conference of Mayors, other memberships as needed
424000	Office Supplies	Office supplies and postage
431000	Professional & Technical Services	As needed
433000	Training	UCMA, ULCT Annual Conf, ULCT Mid-Year Conf, ULCT Legislative
433100	Travel	Per Diem, airfare, hotel costs to attend above training
461000	Other Supplies	As needed

Final Budget

Fiscal Year 2019/2020

CITY MANAGER / CHIEF ADMINISTRATIVE OFFICER

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
City Manager/CAO		1			1	
Asst City Manager/CAO				GR93	1	
Administrative Svc Manager	GR91	1				
Community Svc Manager	GR91	1				
Senior Executive Assistant	GR55	1				
Executive Assistant	GR53	1		GR53	1	
Intern			1			
		5	**1**		**3**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	528,886	532,692	420,120	420,003	
411001	Salaries - Part-time	-	-	-	-	
411030	Leave Buyout	-	500	201	-	
413110	Retirement	71,224	106,201	77,820	77,211	
413120	Health Insurance	44,912	102,822	81,220	60,800	
413130	Workers Compensation	2,633	2,791	3,256	3,854	
413140	Long-term Disability	3,179	6,733	3,007	2,992	
413150	Unemployment	529	533	407	431	
413160	Vehicle Allowance	10,428	5,590	7,892	11,180	
413180	Telecom Allowance	-	-	-	-	
		661,791	**757,862**	**593,923**	**576,471**	-24%
OPERATIONS						
421000	Books & Subscriptions	170	-	-	-	
421500	Membership	736	2,700	51	2,200	
424000	Office Supplies	807	2,550	703	1,100	
425010	Uniforms	-	350	-	-	
428000	Telephone	156	-	-	-	
431000	Professional & Technical Services	1,915	25,000	297	-	
433000	Training	815	2,675	763	2,250	
433100	Travel	761	4,500	-	5,000	
461000	Other Supplies	3,021	10,000	6,902	5,000	
		8,381	**47,775**	**8,716**	**15,550**	-67%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(146,079)	(138,956)	(138,956)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(144,118)	
493110	Allocated to Other Funds - Operations	-	-	-	(3,888)	
		(146,079)	**(138,956)**	**(138,956)**	**(148,006)**	7%
TOTAL CITY MANAGER / CAO		**524,093**	**666,681**	**463,683**	**444,015**	-33%

CITY MANAGER / CHIEF ADMINISTRATIVE OFFICER

NOTES

Adjustments due to change of government as of January 1, 2020. Costs are for 50% of a year.
Transferred Executive Assistant to City Council
25% of eligible costs are allocated to other funds for shared services
Consolidation of City Manager (1002) and Asst City Manager (1102).

JUSTIFICATION

421500	Membership	UCMA, ICMA, UMAA, Utah State Bar Association
424000	Office Supplies	Office supplies and postage
433000	Training	UCMA, ULCT Annual Conf, ULCT Mid-Year Conf, ULCT Legislative
433100	Travel	Per Diem, airfare, hotel costs to attend above training
461000	Other Supplies	Miscellaneous other supplies

CITY RECORDER

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
CURRENT						
City Clerk	GR75	1		GR60	1	
Assistant City Clerk	GR53	2		GR53	2	
		3	**0**		**3**	**0**
AFTER CHANGE IN FORM OF GOV'T						
City Recorder				GR60	1	
Assistant City Recorder				GR53	1	
					2	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	234,535	218,587	222,106	128,140	
411030	Leave Buyout	-	1,400	425	437	
413110	Retirement	42,927	43,644	42,728	23,630	
413120	Health Insurance	44,588	48,946	42,890	26,125	
413130	Workers Compensation	141	220	143	83	
413140	Long-term Disability	5,288	2,763	4,403	1,169	
413150	Unemployment	216	219	208	129	
413160	Vehicle Allowance	-	5,590	-	-	
		327,696	**321,369**	**312,903**	**179,713**	-44%
OPERATIONS						
421000	Books & Subscriptions	581	500	930	500	
421500	Membership	880	1,850	840	1,850	
422000	Public Notices	17,049	18,000	16,477	21,000	
424000	Office Supplies	2,842	4,000	2,801	1,000	
425000	Equipment Supplies & Maintenance	-	1,000	-	1,000	
425010	Uniforms	-	150	-	-	
425610	Copier Maintenance	779	1,750	755	1,750	
431000	Professional & Technical Services	5,918	25,000	24,373	25,000	
433000	Training	775	1,650	1,449	1,650	
433100	Travel	590	2,700	2,762	2,700	
448000	Other Supplies	494	800	694	800	
		29,909	**57,400**	**51,081**	**57,250**	0%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(92,980)	(93,006)	(93,006)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(44,928)	
493110	Allocated to Other Funds - Operations	-	-	-	(14,313)	
		(92,980)	**(93,006)**	**(93,006)**	**(59,241)**	-36%
TOTAL CITY RECORDER		**264,625**	**285,763**	**270,978**	**177,722**	-38%

CITY RECORDER

NOTES

Adjustments due to change of government as of January 1, 2020. Costs are for 50% of a year.
Transferred one (1) FTE to City Council after January 1, 2020
25% of eligible costs are allocated to other funds for shared services
Consolidation of Agenda Management (1004) and Records Management (1005)

JUSTIFICATION

421000	Books & Subscriptions	Utah Code (5 books in set), and complete set of International Building Codes as required by State Law
421500	Membership	Membership for 3 clerks - International Institute Municipal Clerks ($600), Utah Municipal Clerks Association ($300), Greater Salt Lake Clerks and Recorders Association City ($55), and Association of Records Managers and Adminstrators ($400). Sponsor an Annual luncheon for the Greater Salt Lake and Clerks Association ($450)
422000	Public Notices	Miscellaneous legal advertisements placed in the Salt Lake Tribune/Deseret News
424000	Office Supplies	Postage to mail agendas, public hearing notices, etc. Envelopes for mailings. Custom binders for City Council minutes, ordinances, and resolutions. Miscellaneous Office supplies needed to complete required tasks
425000	Equipment Supplies & Maintenance	Miscellaneous repair to scanners & City Council Chambers equipment (FTR recording system/sound system, etc.), and a printer for the City Clerk's Office
425610	Copier Maintenance	Paper for copier located in the City Manager's Office. Miscellaneous supplies for copier, and printers located in the City Manager's Office (i.e., black toner for copier, and color toner cartridges for color printers)
431000	Professional & Technical Services	Contract with Sterling Codifiers for updates, annual maintenance, and electronic and hard copy updates of Ordinances approved by the City Council. Additional funding for chang in form of government. Yearly maintenance for Laserfiche Avante with Workflow Program: SQL Product Base, WebLink, 50 Full User Clients, and 25 View Only Clients. Shredding of City documents that have met their retention (twice a year).
433000	Training	All clerks to attend - Utah Municipal Clerk's Association Fall Conference in September, and Annual Institute and Academy training in March. City recorder only to attend - Registration for International Institute of Municipal Clerks Annual Conference in May (only City Clerk attends for required training, and networking) St Louis, MO
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training
448000	Other Supplies	Other supplies

PUBLIC INFORMATION

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Communications Manager	GR62	1		GR75	1	
Digital Comm Specialist	GR55	1		GR55	1	
		2	**0**		**2**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	112,459	124,079	124,245	167,754	
411003	Overtime	298	-	408	-	
411030	Leave Buyout	-	400	1,182	501	
413110	Retirement	21,796	24,757	23,859	30,586	
413120	Health Insurance	20,911	23,990	23,628	23,048	
413130	Workers Compensation	73	125	82	109	
413140	Long-term Disability	708	1,568	1,490	1,417	
413150	Unemployment	108	124	121	168	
413160	Vehicle Allowance	-	-	-	-	
		156,354	**175,043**	**175,015**	**223,583**	28%
OPERATIONS						
421000	Books & Subscriptions	69	-	(69)	-	
421500	Membership	-	-	-	250	
424000	Office Supplies	4,622	185	196	185	
425010	Uniforms	-	200	-	-	
428000	Telephone	1,445	-	-	-	
431000	Professional & Technical Services	39,986	68,500	3,060	-	
433000	Training	175	800	686	1,000	
433100	Travel	631	1,325	1,606	1,325	
461050	Marketing & Public Outreach	-	-	-	90,000	
461060	Newsletter	28,800	28,800	28,800	-	
		75,728	**99,810**	**34,279**	**92,760**	-7%
SHARED SERVICES ALLOCATION						
493100	Allocated to Other Funds - Wages	-	-	-	(55,896)	
493110	Allocated to Other Funds - Operations	-	-	-	(23,190)	
		-	**-**	**-**	**(79,086)**	100%
TOTAL PUBLIC INFORMATION		**232,082**	**274,853**	**209,294**	**237,257**	-14%

PUBLIC INFORMATION

NOTES

25% of eligible costs are allocated to other funds for shared services

JUSTIFICATION

421500	Membership	Memberships as needed
424000	Office Supplies	Misc office supplies and postage
433000	Training	Utah Public Information Officer's Association Conference ($200) and Government Social Media Conference ($600)
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training
461050	Marketing & Public Outreach	Themes, filters, templates, posters, video production, banners, ads, inserts, and other miscellaneous communications and marketing to promote city programs and events. Branding, image repair, messaging, crisis communications, economic development, monthly publication of the Good Neighbor News in the West Jordan Journal.

EVENTS

STAFFING

Title	FY 18-19 Budget Grade	FT	PT	FY 19-20 Budget Grade	FT	PT
Events Manager	GR59	1				
Volunteer & Event Coordinator	GR53	1		GR53	2	
		2	**0**		**2**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	11,650	-	-	101,304	
411003	Overtime	13,110	10,000	23,000	25,000	
411030	Leave Buyout	-	-	-	207	
413110	Retirement	4,453	145	3,050	18,047	
413120	Health Insurance	2,718	-	13,423	22,080	
413130	Workers Compensation	133	-	408	509	
413140	Long-term Disability	112	-	337	923	
413150	Unemployment	13	-	33	102	
		32,189	**10,145**	**40,251**	**168,172**	100%
OPERATIONS						
421500	Memberships	-	600	-	600	
424000	Office Supplies	262	300	100	300	
425000	Equipment Supplies & Maintenance	9,540	10,000	5,524	10,000	
425010	Uniforms	456	1,000	583	400	
428000	Telephone	1,409	-	-	-	
431000	Professional & Technical Services	591	5,000	-	2,500	
431011	Publicity	3,858	10,000	3,570	5,500	
431014	Miscellaneous Events	18,684	35,000	31,468	35,000	
431016	Administration	33	2,500	-	-	
433000	Training	430	1,600	-	1,600	
433100	Travel	665	1,000	-	1,000	
448000	Other Supplies	186	500	505	500	
461121	Volunteer Barbeque	1,108	4,000	1,500	2,000	
		37,224	**71,500**	**43,250**	**59,400**	-17%
JULY ACTIVITIES						
425000	Equipment Supplies & Maintenance	21,096	20,000	24,588	20,000	
425010	Uniforms	-	300	-	300	
431011	Publicity	3,691	13,000	3,861	5,000	
431016	Administration	-	6,500	-	-	
448000	Other Supplies	47	2,000	420	-	
461205	July 4th Celebration	29,847	52,000	61,000	60,500	
		54,682	**93,800**	**89,869**	**85,800**	-9%

EVENTS

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
MOTORSPORTS						
425000	Equipment Supplies & Maintenance	3,880	2,500	475	2,500	
431011	Publicity	5,708	7,500	6,105	7,500	
431016	Adminstration	1,500	1,500	-	-	
431020	Demolition Derby	46,000	49,000	56,500	51,000	
448000	Other Supplies	-	100	450	100	
		57,088	**60,600**	**63,530**	**61,100**	1%
RODEO						
421500	Memberships	1,160	1,500	-	1,500	0%
425000	Equipment Supplies & Maintenance	11,411	11,000	15,000	11,000	0%
425010	Uniforms	215	1,000	450	1,000	0%
431001	Rodeo	170,025	200,000	200,000	200,000	0%
431002	Royalty	1,721	3,000	2,100	3,000	0%
431011	Publicity	14,395	25,000	25,000	25,000	0%
433000	Training	-	2,000	-	2,000	0%
433100	Travel	298	1,000	-	1,000	0%
448000	Other Supplies	179	600	-	600	0%
		199,404	**245,100**	**242,550**	**245,100**	0%
TOTAL EVENTS		**380,586**	**481,145**	**479,450**	**619,572**	29%

EVENTS

NOTES

Personnel transferred from Parks in FY20.
Consolidation of Events (1802), July Activities (1803), Rodeo (1804), and Motorsports (1805).

JUSTIFICATION

EVENTS

421500	Memberships	Funds will be used to pay for URPA, Utah Fairs & Association memberships
424000	Office Supplies	General office supplies
425000	Equipment Supplies & Maintenance	Equipment rental, sound, tables, chairs, restrooms, stage, canopies etc.
425010	Uniforms	Uniforms for event staff.
428000	Telephone	Event Coordinators phones, and Mifi to cover current costs.
431000	Professional & Technical Services	Security company to handle security and Fire code requirements for various events.
431011	Publicity	Banners, Radio, utility fliers, for increased events.
431014	Miscellaneous Events	I Love WJ Day, Movies in the Park, Memorial Day, Health Fair/summer fair , Get into the River Festival, Daddy Daughter Princess Ball, Easter Egg Hunt, Veterans day, Christmas Event, Concert, Miss West Jordan Pageant. Support Expenses (ASCAP, Mass Gathering Permit, UDOT permits, seasonal light pole banner replacement
433000	Training	Training conferences. Volunteer Management, Special event training URPA conference.
433100	Travel	Per diem, transportation, lodging expenses associated with training.
448000	Other Supplies	Tickets, online ticketing, web site maintenance, and event supplies.
461121	Volunteer Appreciation	Western Stampede Committee, Events Committee, and recognition of Volunteer of the Year.

JULY ACTIVITIES

425000	Equipment Supplies & Maintenance	Equipment rental, portable restrooms, generators, audio vision, stage & traffic control
425010	Uniforms	Volunteer shirts, lanyards, hats
431011	Publicity	Radio, print and outdoor marketing for Western Stampede
431016	Administration	Mass gathering permit, road clsoures, traffic control, UDOT permits for the many July activities that take place.
448000	Other Supplies	Water supplies, required signage; fireworks fencing, barricades and misc supplies.
461205	July 4th Celebration	Funds for parade, fireworks, movie in the park, pony rides, entertainment stage, family fun night, entertainment, dirt dance, float, City Council and Mayor pancake breakfast, and additional events.

JUSTIFICATION (continued)

MOTORSPORTS

425000	Equipment Supplies & Maintenance	Equipment rentals, restrooms, chairs, etc, track equipment rental, sound.
431011	Publicity	Radio, and print and outdoor marketing.
431016	Adminstration	Support Expenses (mass gathering permit, etc)
431020	Demolition Derby	Funds for demolition derby contract, awards, ground officials, announcer, entertainment for the demolition derby. Increase to reflect Council approval.

RODEO

421500	Memberships	PRCA, WPRA memberships & PRCA Sponsorships and awards
425000	Equipment Supplies & Maintenance	Rental equipment (tables, chairs, canopies) portable restrooms, etc
425010	Uniforms	Committee shirts, including staff and chute volunteers
431001	Rodeo	Rodeo purse, entertainment, stock contractor, flag horse fee, mutton bustin prizes, hospitality booth, contestant booth, etc.
431002	Royalty	Rodeo Royalty expenses.
431011	Publicity	Radio, billboards, print, social media, outdoor marketing, online sales discounts, includes printed programs
433000	Training	National PRCA Convention
433100	Travel	Travel expenses for National PRCA Convention
448000	Other Supplies	Office supplies, tickets, online tickets, web site maintenance.

CITY ATTORNEY

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
City Attorney	GR92	1		GR93	1	
Assistant City Attorney	GR84	3		GR84	3	
Civil Litigator	GR84	1		GR84	1	
Legal Executive Assistant	GR55	1		GR55	1	
Legal Technician	GR53	1		GR53	1	
Intern			1			
		7	**1**		**7**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	608,988	764,052	682,530	749,456	
411030	Leave Buyout	-	3,600	1,971	2,025	
413110	Retirement	121,128	155,277	135,696	139,752	
413120	Health Insurance	99,884	151,508	110,766	124,753	
413130	Workers Compensation	3,712	767	3,463	3,727	
413140	Long-term Disability	2,971	9,658	11,085	5,883	
413150	Unemployment	581	764	650	751	
413160	Vehicle Allowance	602	5,590	-	-	
		837,865	**1,091,216**	**946,161**	**1,026,347**	-6%
OPERATIONS						
421000	Books & Subscriptions	10,991	15,600	15,619	17,600	
421500	Membership	4,597	5,500	154	5,900	
424000	Office Supplies	7,241	9,200	3,488	9,200	
425000	Equipment Supplies & Maintenance	-	1,000	526	7,000	
428000	Telephone	969	-	-	-	
431000	Professional & Technical Services	72,033	91,000	5,437	91,000	
431210	Witness Fees - Litigation	(240)	1,000	-	1,000	
433000	Training	1,135	4,100	1,800	4,100	
433100	Travel	4,333	8,500	4,000	8,500	
		101,060	**135,900**	**31,024**	**144,300**	6%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(255,893)	(240,266)	(240,266)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(256,587)	
493110	Allocated to Other Funds - Operations	-	-	-	(36,075)	
		(255,893)	**(240,266)**	**(240,266)**	**(292,662)**	22%
TOTAL CITY ATTORNEY		**683,032**	**986,850**	**736,919**	**877,985**	-11%

CITY ATTORNEY

NOTES

25% of eligible costs are allocated to other funds for shared services
Consolidation of General Legal (1401) and Litigation (1403).

JUSTIFICATION

421000	Books & Subscriptions	Costs of 5 licenses for Lexis services. Subscriptions to legal research materials, case law updates, supplements to existing research and reference materials. Municipal treatises or updates. Fees for electronic court filing for 5 users.
421500	Membership	Bar dues (State and Federal) for 4 attorneys. International Municipal Lawyers Association (IMLA) for office and Utah Municipal Attorneys Association (UMAA) for 5 attorneys.
424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance	Computer accessories i.e. keyboards, screens, stands, etc. and small office equipment. Additional conference room (change in form of Government).
431000	Professional & Technical Services	Estimated in-house litigation expenses. The current litigation caseload indicates that $80,000 is necessary to adequately represent the City. This includes expenses such as transcripts, depositions, court reporters, experts, subpoenas, copying, printing, trial exhibits, etc. This also includes some costs for outside legal counsel. Outside consulting services such as training and conflict counsel (i.e. land use, employment, etc.)
431210	Witness Fees - Litigation	Estimated costs to pay witness fees to civilians we subpoena to testify in trial or deposition that is required by Utah State Law to be paid.
433000	Training	Training and conferences to obtain relevant Continuing Legal Education (CLE) necessary to keep Utah Bar accreditation for 5 attorneys. Participation in the International Municipal Attorney's Association (IMLA) and Utah Municipal Attorney's Association (UMAA) conferences and training material. Additional training for the litigation administrative assistant who has not gone to any civil legal training in the past.
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training

CITY PROSECUTOR

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Prosecution Supervisor				GR75	1	
Sr Assistant City Prosecutor	GR74	1		GR74	1	
Assistant City Prosecutor	GR70	1	2	GR70	1	2
Legal Technician	GR53	1		GR53	1	
Legal Assistant				GR47	1	
Administrative Assistant	GR45	1		GR45		1
		4	**2**		**5**	**3**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	191,153	302,317	282,675	368,998	
411001	Salaries - Part-time	93,894	116,919	65,847	91,329	
411030	Leave Buyout	-	900	1,036	1,054	
413110	Retirement	45,913	78,931	62,147	73,884	
413120	Health Insurance	25,257	50,472	41,348	31,364	
413130	Workers Compensation	915	331	1,278	1,981	
413140	Long-term Disability	1,728	2,687	5,124	3,309	
413150	Unemployment	273	330	340	461	
		359,132	**552,887**	**459,795**	**572,380**	4%
OPERATIONS						
421000	Books & Subscriptions	2,478	2,000	3,439	2,000	
421500	Membership	1,703	2,000	-	2,050	
424000	Office Supplies	5,138	5,675	3,522	5,675	
425000	Equipment Supplies & Maintenance	3,058	57,477	1,766	7,477	
431000	Professional & Technical Services	-	5,000	-	55,000	
431200	Civilian Witness Fee	5,771	3,900	5,264	3,900	
433000	Training	565	2,200	989	3,000	
433100	Travel	1,349	5,000	763	6,000	
		20,061	**83,252**	**15,743**	**85,102**	2%
TOTAL CITY PROSECUTOR		**379,193**	**636,139**	**475,538**	**657,482**	3%

CITY PROSECUTOR

JUSTIFICATION

421000	Books & Subscriptions	E-Prosecutor when PIMS becomes obsolete. 12 Prosecution Information Management (PIMS) fees at $206 per user. Fees required for staff, IT, and police department employees; still beta-testing E-Prosecutor - UPC delay in implementation. ($50,000). 4 licenses for Lexis services. Subscription to legal research materials and reference materials. Greenfiling for electronic court filing for 4 users.
421500	Membership	Bar dues for four Assistant City Prosecutors.
424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance	Computer accessories i.e. keyboards, screens, stands, etc. and small office equipment.
431000	Professional & Technical Services	Expert witness fees and expenses for, for example, child abuse case.
431200	Civilian Witness Fee	Criminal witness fees, expert witness fees, and service by TD legal process servers.
433000	Training	Utah Prosecution Council Conference and required specialized criminal prosecution training to obtain relevant Continuing Legal Education (CLE) necessary to keep Utah Bar accreditation for 4 attorneys. Part-time prosecutor moved to full-time Lead Prosecutor. Support staff training - Utah Prosecutor's Assistant Association and BCI Tach training.
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training

VICTIMS ADVOCATE

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Victim Assistance Coordinator	GR53	1		GR53	2	
Victim Advocate	GR41	1	1	GR41	1	
Vicitm Coordinator (GRANT)	GR40		1			
		2	**2**		**3**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	83,912	113,848	118,696	125,808	
411001	Salaries - Part-time	16,373	-	-	-	
411030	Leave Buyout	-	100	89	91	
411100	On-Call	1,953	1,800	1,893	-	
413110	Retirement	18,938	22,706	23,601	23,181	
413120	Health Insurance	25,907	42,572	30,639	28,499	
413130	Workers Compensation	614	908	752	769	
413140	Long-term Disability	2,253	1,439	3,808	1,144	
413150	Unemployment	96	114	111	126	
		150,047	**183,487**	**179,589**	**179,618**	-2%
OPERATIONS						
421000	Books & Subscriptions	161	-	-	-	
421500	Membership	-	-	-	-	
424000	Office Supplies	1,623	3,200	3,559	2,200	
425000	Equipment Supplies & Maintenance	2,210	1,718	1,337	2,124	
425010	Uniforms	-	-	-	-	
428000	Telephone	3,900	-	-	-	
431200	Civilian Witness Fee	4,276	6,000	6,878	6,000	
432700	Victim Assist Program	609	1,500	667	1,500	
433000	Training	434	1,325	897	1,325	
433100	Travel	3,306	3,200	3,500	3,700	
		16,518	**16,943**	**16,838**	**16,849**	-1%
CAPITAL & LEASES						
425500	Fleet Operations & Maintenance	2,538	2,839	2,678	2,820	
425501	Fleet Replacement	-	-	-	3,715	
		2,538	**2,839**	**2,678**	**6,535**	100%
TOTAL VICTIM ADVOCATE		**169,103**	**203,269**	**199,105**	**203,002**	0%

VICTIMS ADVOCATE

JUSTIFICATION

424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance	Prosecution Info Management (PIMS) at $206.00 per user (3); required for support staff & a police department employee. Shredder ($500) for BCI compliance for on-site shredding standards. $800 per year for VSTRACKING to fulfill VOCA and VAWA grants ($600 VOCA grant funded).
432700	Victim Assist Program	Grant funded emergency fund to provide assistance for victims in crisis. (Funded by VOCA & VAWA Grants)
433000	Training	Required continuing legal education as well as specialized training for victim advocates to obtain certification and to stay up to date on the latest trends in providing services and managing advocacy programs. Trainings are also required to receive continued or additional grant funding to maintain and increase the victim advocate services.
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training. Partially grant-funded.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
428001	Fleet Replacement	Charge for lease/replacement of vehicles

FINANCE

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Finance Director	GR79	1		GR87	1	
Deputy Finance Director	GR76	1				
Senior Accountant	GR74	2		GR74	2	
Budget Officer	GR74	1		GR74	1	
Purchasing Manager				GR67	1	
Accountant II	GR66	1		GR66	1	
Purchasing Agent	GR62	1				
Accountant I	GR58	1				
Contracts Administrator				GR58	1	
Payroll Specialist				GR55	1	
Accounting Technician	GR53	1		GR53	1	
Purchasing Technician				GR47	1	
Passport Agents				GR45		2
		9	**0**		**10**	**2**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	608,310	652,108	691,521	840,175	
411001	Salaries - Part-time	-	-	-	37,680	
411030	Leave Buyout	-	2,500	2,659	2,219	
413110	Retirement	119,903	129,971	121,952	157,229	
413120	Health Insurance	98,367	114,988	112,578	141,247	
413130	Workers Compensation	390	3,333	402	1,990	
413140	Long-term Disability	12,020	8,243	16,569	7,152	
413150	Unemployment	574	652	663	884	
413160	Vehicle Allowance	-	-	-	4,200	
		839,564	**911,795**	**946,344**	**1,192,776**	31%
OPERATIONS						
421000	Books & Subscriptions	-	300	-	350	
421500	Membership	2,325	2,415	1,869	2,790	
424000	Office Supplies	6,671	12,750	5,907	12,750	
425000	Equipment Supplies & Maintenance	1,320	1,580	39	4,580	
428000	Telephone	84	-	-	-	
431000	Professional & Technical Services	31,468	46,000	41,366	46,000	
433000	Training	1,927	8,800	7,900	9,800	
433100	Travel	2,242	7,300	6,800	7,300	
		46,037	**79,145**	**63,881**	**83,570**	6%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(393,750)	(419,081)	(419,081)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(393,616)	
493110	Allocated to Other Funds - Operations	-	-	-	(27,578)	
		(393,750)	**(419,081)**	**(419,081)**	**(421,194)**	1%
TOTAL FINANCE		**491,851**	**571,859**	**591,144**	**855,152**	50%

FINANCE

NOTES

25% of eligible costs are allocated to other funds for shared services
Consolidation of Accounting (1201), Budget (1203), and Purchasing (1204).

JUSTIFICATION

421000	Books & Subscriptions	GFOA publications
421500	Membership	Gov't Finance Officers Association (GFOA), Utah GFOA, Association of Gov't Accountants (AGA), ICMA, Utah Nat'l Institute of Gov't Purchasing (NIGP)
424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies, passport supplies and related costs
425000	Equipment Supplies & Maintenance	
431000	Professional & Technical Services	Independent audit services, printing services for CAFR and budget, single audit services
433000	Training	GFOA GAAP Update, GFOA National Conference, UGFOA Annual Conference, Munis Annual Conference, Association of Government Accountants Professional Development Conference, passport issuance training
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training

TREASURY

STAFFING

Title	FY 18-19 Budget Grade	FT	PT	FY 19-20 Budget Grade	FT	PT
Treasurer	GR74	1		GR74	1	
Customer Svc Representative	GR47	4		GR47	4	
		5	**0**		**5**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	251,208	264,602	271,185	277,738	
411030	Leave Buyout	-	800	1,985	2,007	
413110	Retirement	53,236	57,461	55,843	56,173	
413120	Health Insurance	71,977	79,310	78,169	72,705	
413130	Workers Compensation	164	266	177	184	
413140	Long-term Disability	2,647	3,345	4,351	2,463	
413150	Unemployment	235	265	252	285	
413160	Vehicle Allowance	-	5,590	-	5,590	
		379,466	**411,639**	**411,962**	**417,145**	1%
OPERATIONS						
421000	Books & Subscriptions	-	65	-	65	
421500	Membership	300	375	257	375	
424000	Office Supplies	3,633	5,500	909	5,500	
425000	Equipment Supplies & Maintenance	-	3,562	1,864	1,750	
431000	Professional & Technical Services	1,368	1,500	-	1,500	
433000	Training	250	1,050	1,000	1,050	
433100	Travel	691	2,200	2,200	2,200	
		6,242	**14,252**	**6,230**	**12,440**	-13%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(342,978)	(375,900)	(375,900)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(333,716)	
493110	Allocated to Other Funds - Operations	-	-	-	(9,952)	
		(342,978)	**(375,900)**	**(375,900)**	**(343,668)**	-9%
TOTAL TREASURY		**42,730**	**49,991**	**42,292**	**85,917**	72%

TREASURY

NOTES

80% of eligible costs are allocated to other funds for shared services

JUSTIFICATION

421000	Books & Subscriptions		Publications, Treasury Mgmt newsletter
421500	Membership		Utah Association of Public Treasurers, GFOA, UGFOA
424000	Office Supplies		Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance		Credit card processing machine replacement, banking scanner, adding machines
431000	Professional & Technical Services		Arbitrage rebate calculations
433000	Training		Utah Association of Public Treasurers Conference, GFOA Conference
433100	Travel		Per Diem, airfare, hotel costs for clerks to attend above training

Final Budget

Fiscal Year 2019/2020

UTILITY BILLING

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Utility Representative	GR51	3		GR51	3	
Lead Utility Svc Technician	GR46	1		GR46	1	
Utility Svc Technician	GR41	1		GR41	1	
Seasonal Laborer			2			2
		5	**2**		**5**	**2**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL					
411000 Salaries - Full-time	231,514	241,321	241,080	256,002	
411001 Salaries - Part-time/Seasonal	-	18,720	-	16,000	
411003 Overtime	631	1,000	1,096	1,000	
411030 Leave Buyout	-	700	566	582	
413110 Retirement	46,216	49,771	47,497	46,936	
413120 Health Insurance	58,308	64,110	65,356	59,850	
413130 Workers Compensation	948	1,476	964	1,020	
413140 Long-term Disability	1,683	3,050	3,408	2,332	
413150 Unemployment	219	260	225	257	
413160 Vehicle Allowance	-	-	-	-	
	339,518	**380,408**	**360,192**	**383,979**	1%
OPERATIONS					
421000 Books & Subscriptions	-	500	-	-	
424000 Office Supplies	190,076	215,000	218,456	236,500	
425000 Equipment Supplies & Maintenance	6,683	4,000	2,361	6,800	
425010 Uniforms	396	1,660	-	1,660	
428000 Telephone	1,784	-	-	-	
431000 Professional & Technical Services	560	8,500	181	8,500	
433000 Training	-	500	-	500	
433100 Travel	-	-	-	-	
454000 Bank Charges	209,212	210,000	259,704	275,000	
	408,710	**440,160**	**480,702**	**528,960**	20%
CAPITAL & LEASES					
425500 Fleet Operations & Maintenance	17,048	15,324	13,246	14,467	
425501 Fleet Replacement	3,899	3,899	4,456	3,899	
	20,947	**19,223**	**17,702**	**18,366**	-4%
SHARED SERVICES ALLOCATION					
425710 Cost Allocation to Other Funds	(803,450)	(798,857)	(798,857)	-	
493100 Allocated to Other Funds - Wages	-	-	-	(383,979)	
493110 Allocated to Other Funds - Operations	-	-	-	(547,326)	
	(803,450)	**(798,857)**	**(798,857)**	**(931,305)**	17%
TOTAL UTILITY BILLING	**(34,275)**	**40,934**	**59,739**	**-**	-100%

UTILITY BILLING

NOTES

100% of eligible costs are allocated to other funds for shared services

JUSTIFICATION

421000	Books & Subscriptions	Bankruptcy newsletter, other as needed
424000	Office Supplies	Postage and State mail handling services, printing invoice stock, envelopes, paper, letterhead, other misc office supplies. Postage rate increase as of 01/2019 of 10%.
425000	Equipment Supplies & Maintenance	Meter reading equipment, tools, small equipment, copier toner
425010	Uniforms	Boots, shirts, etc
431000	Professional & Technical Services	Debt collection costs, arbitrage rebate calculation, meter reading software maintenance
433000	Training	Customer service training, bankruptcy training
454000	Bank Charges	Credit card fees, banking fees, etc
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles

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HUMAN RESOURCES

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Human Resources Director	GR73	1		GR81	1	
Senior HR Generalist	GR67	1		GR67	1	
HR Specialist	GR58	1		GR58	1	
Administrative Assistant	GR45	1		GR45	1	
		4	**0**		**4**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	YTD Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	217,419	232,995	243,577	264,244	
411030	Leave Buyout	-	1,200	831	855	
413110	Retirement	39,181	46,464	46,691	47,096	
413120	Health Insurance	46,023	65,118	30,525	32,874	
413130	Workers Compensation	1,478	1,157	1,106	1,182	
413140	Long-term Disability	331	2,945	2,432	2,304	
413150	Unemployment	256	233	246	265	
413160	Vehicle Allowance	-	-	-	-	
		304,689	**350,112**	**325,408**	**348,820**	0%
OPERATIONS						
421000	Books & Subscriptions	966	1,450	-	1,100	
421500	Membership	1,643	3,000	1,438	3,150	
422000	Public Notices	4,800	7,000	12,934	8,000	
424000	Office Supplies	7,470	4,500	2,589	6,000	
425010	Uniforms	-	-	-	3,500	
428000	Telephone	215	-	-	-	
431000	Professional & Technical Services	57,501	50,500	54,453	50,000	
433000	Training	2,198	3,000	3,645	8,800	
433100	Travel	379	3,000	-	3,200	
448000	Other Supplies	-	-	-	3,000	
461080	Drug Testing	9,507	9,500	8,876	9,500	
461130	Educational Assistance	-	15,000	7,971	15,000	
461140	Employee Recognition	-	-	-	12,000	
461150	City-wide Training	-	-	-	15,000	
461170	Wellness Program	22,931	37,000	36,255	26,000	
		107,609	**133,950**	**128,161**	**164,250**	23%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(119,128)	(130,652)	(130,652)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(87,205)	
493110	Allocated to Other Funds - Operations	-	-	-	(41,063)	
		(119,128)	**(130,652)**	**(130,652)**	**(128,268)**	-2%
TOTAL HUMAN RESOURCES		**293,169**	**353,410**	**322,917**	**384,802**	9%

HUMAN RESOURCES

NOTES

25% of eligible costs are allocated to other funds for shared services
Consolidation of Employee Development and Relations (1501), Recuriting and Retention (1502), and Benefits (1503).

JUSTIFICATION

421000	Books & Subscriptions	Subscription to FLSA, and FMLA regulation manuals. (Cost reduced by $450 by changing to digital/online format.) Adding cost here for subscription to Benefits related information for the HR Specialist.
421500	Membership	Membership for Society for Human Resource Management and International Public Management Association for HR. Tech Net salary survey for local public sector employers - subscription increase. Adding cost here for membership to HR/Benefits Association for the HR Specialist.
422000	Public Notices	Advertisement on web-sites and professional publications for replacement of City personnel. Increased by $1000 due to expanding recruiting for specialized positions to specific associations, organizations and online external posting.
424000	Office Supplies	Updated copies of Employee Handbook, paper, postage, miscellaneous office supplies. Need to find cost of handbook. Paper for notifying applicants, miscellaneous office supplies related to recruitment and retention, printing of employment applications. Increased by $500 due to increase in more job openings and paper printing. Paper, postage, folding/inserting costs, printing forms, miscellaneous office supplies related to management of employee benefit programs.
431000	Professional & Technical Services	GBS brokerage fee, National Benefit Services administration fee and Employee Assistance fee.
433000	Training	On-going professional development for HR staff to retain certifications and best practices. MUNIS training added.
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training. Mileage reimbursement for job-related driving.
448000	Other Supplies	Adding cost here to add City of West Jordan clothing for HR staff to promote City at Job Fairs. ($200 per employee) Adding cost here to provide new hire welcome gift, and provide current employees with service awards.
461080	Drug Testing	Employee drug testing costs for pre-employment, random, and for-cause.
461130	Educational Assistance	Tuition reimbursement for job-related accredited degree and/or certificate programs.
461140	Employee Recognition	Employee Recognition program for City employees. This includes the Employee of the Year, Manager of the Year, Employee of the Quarter, Kudos and City Star awards. Ability to retain high level talent through increased program.
461150	City-wide Training	Annual harrassment training, supervisory training per City policy. Other City-wide trainings both in-person and online.
461170	Wellness Program	City Wellness program administration, department/site visits.

RISK MANAGEMENT

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL					
411000 Salaries - Full-time	75,502	80,049	79,882	-	
411030 Leave Buyout	-	100	318	-	
411050 Additional Pay	-	10,000	7,647	-	
413110 Retirement	15,222	17,939	17,231	-	
413120 Health Insurance	18,880	20,564	21,228	-	
413130 Workers Compensation	755	1,014	876	-	
413140 Long-term Disability	95	1,012	560	-	
413150 Unemployment	71	80	81	-	
413160 Vehicle Allowance	-	-	-	-	
	110,526	**130,758**	**127,823**	**-**	-100%
OPERATIONS					
421500 Membership	410	1,000	-	-	
424000 Office Supplies	239	500	834	-	
428000 Telephone	475	-	-	-	
431000 Professional & Technical Services	2,133	2,500	159	-	
433000 Training	975	1,500	1,135	-	
433100 Travel	13	2,000	1,685	-	
445100 Emergency Operations	-	-	-	-	
462050 Safety	5,505	5,000	1,778	-	
	9,749	**12,500**	**5,591**	**-**	-100%
TOTAL RISK MANAGEMENT	**120,275**	**143,258**	**133,414**	**-**	-100%

NOTES

This activity was moved to the Risk Management Fund (670)

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INFORMATION TECHNOLOGY

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
IT Director				GR84	1	
IT Manager	GR81	1		GR81	1	
IT Operations Manager	GR70	1		GR70	1	
Sr IT System Administrator	GR70	1		GR70	1	
Sr PC Specialist	GR59	2		GR59	2	
PC Specialist	GR53	1				
Administrative Assistant	GR45	1		GR45	1	
		7	**0**		**7**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	432,222	466,773	438,671	604,453	
411030	Leave Buyout	-	2,500	3,142	3,209	
411100	On-Call	4,164	3,400	4,307	5,000	
413110	Retirement	87,786	93,101	86,509	110,584	
413120	Health Insurance	88,975	98,601	97,640	111,803	
413130	Workers Compensation	3,953	5,229	4,138	5,737	
413140	Long-term Disability	2,256	5,900	4,363	4,989	
413150	Unemployment	424	468	426	608	
		619,779	**675,972**	**639,196**	**846,383**	25%
OPERATIONS						
421000	Books & Subscriptions	-	600	-	600	
421500	Membership	200	400	-	400	
424000	Office Supplies	1,547	3,000	1,425	3,000	
425000	Equipment Supplies & Maintenance	19,899	58,800	43,868	50,400	
425251	IT Assessment	300,000	330,000	330,000	336,000	
425270	Server Replacement	310	-	-	-	
425610	Copier Maintenance	23,567	24,718	18,636	24,718	
425620	Copier Toner	11,721	27,000	24,958	20,000	
428000	Telephone	8,485	357,450	348,762	357,930	
428500	Network Communications	131,988	203,400	184,406	223,400	
431000	Professional & Technical Services	360	15,000	3,454	7,500	
431400	Information Systems Contracts	406,607	484,333	455,163	484,028	
433000	Training	398	4,000	2,162	6,000	
433100	Travel	-	4,000	-	4,000	
448000	Other Supplies	250	2,100	550	2,100	
		905,332	**1,514,801**	**1,413,564**	**1,520,076**	0%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(444,467)	(454,512)	(454,512)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(211,596)	
493110	Allocated to Other Funds - Operations	-	-	-	(380,019)	
		(444,467)	**(454,512)**	**(454,512)**	**(591,615)**	30%
TOTAL INFORMATION TECHNOLOGY		**1,080,644**	**1,736,261**	**1,598,248**	**1,774,844**	2%

INFORMATION TECHNOLOGY

NOTES

25% of eligible costs are allocated to other funds for shared services
Consolidation of IT Systems (1301), IT Hardware (1302), IT Technical Support (1303), Software Development & Database Administration (1304).

JUSTIFICATION

421000	Books & Subscriptions	The technical references are critical to providing information related to technology changes in the computer industry. The Microsoft Select Media Subscription guarantees that we have all of the most current Microsoft software updates
421500	Membership	This provides the IT staff the opportunity to network with other professonials to learn and train from.
424000	Office Supplies	Covers the daily items used and consumed in the course of normal business operations. (Paper pads, pens, printer paper, equipment cleaning supplies, …)
425000	Equipment Supplies & Maintenance	This account is used to provide hardware, network and telephone equipment and cables, connectors, cleaning supplies, and backup tapes.
425251	IT Assement	Annual assessment to the IT Internal Service Fund for hardware replacement program.
425610	Copier Maintenance	City-wide copier maintenance
425620	Copier Toner	City-wide copier toner
428000	Telephone	Cell phones & MiFis are provided so that the City Staff can provide 24/7 Customer Service.
428500	Network Communications	This covers the core foundation infrastructure of the City's network. This is what allows the city's systems to communicate effectively and efficiently and also allows the city's public safety departments to access and communicate with internal and external systems from remote and on site locations.
431000	Professional & Technical Services	This fund has provided for additional professional support for server, network, and telephone system issues that are not normally covered under maintenance agreements or warranties.
431400	Information Systems Contracts	This account covers yearly maintenance contracts on all of our systems, infrastructure network and City applications.
433000	Training	This account allows IT staff to stay current on new technology. Technology changes from day to day and this allows staff to maintain effectiveness and efficiency.
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training
448000	Other Supplies	Items unique to the IT department to maintain proper support for City functions. (Key boards, mice, specialized software, …)

PLANNING

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Community Dev Director	GR84	1		GR85	1	
City Planner	GR75	1		GR75	1	
Senior Planner	GR67	2		GR67	2	
Associate Planner	GR61	1		GR61	1	
Assistant Planner	GR57	1		GR57	1	
Executive Assistant	GR53	1		GR53	1	
Development Coordinator	GR53	2		GR53	2	
		9	**0**		**9**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	626,806	640,301	677,815	660,385	
411030	Leave Buyout	-	2,200	2,177	1,880	
413110	Retirement	124,344	127,580	132,778	121,983	
413120	Health Insurance	128,210	148,089	160,539	136,131	
413130	Workers Compensation	3,800	5,276	4,196	4,511	
413140	Long-term Disability	11,658	8,094	16,061	5,845	
413150	Unemployment	595	640	673	669	
413160	Vehicle Allowance	1,075	-	5,590	5,590	
		896,488	**932,180**	**999,829**	**936,994**	1%
OPERATIONS						
421000	Books & Subscriptions	-	750	-	750	
421500	Membership	2,949	2,990	3,754	4,150	
424000	Office Supplies	5,053	9,400	4,103	7,000	
425000	Equipment Supplies & Maintenance	1,055	500	425	500	
425010	Uniforms	-	200	-	-	
425200	Computer	4,245	1,503	-	-	
425500	Fleet Operations & Maintenance	2,055	1,637	1,668	1,583	
428000	Telephone	860	-	-	-	
431000	Professional & Technical Services	317	3,800	-	3,800	
431500	Planning Commission	6,581	9,500	6,042	9,100	
431700	Board of Adjustments	-	1,800	-	2,800	
433000	Training	1,915	3,850	1,126	4,100	
433100	Travel	2,475	6,625	930	6,625	
		27,504	**42,555**	**18,048**	**40,408**	-5%
CAPITAL & LEASES						
474000	Equipment	-	500	-	-	
		-	**500**	**-**	**-**	-100%
TOTAL PLANNING		**923,992**	**975,235**	**1,017,877**	**977,402**	0%

PLANNING

NOTES

Consolidation of Development Administration (1601), Long-Range Planning (1602), Zoning & Code Enforcement (1603), Development Review (1604), Development Assistance (1607), and Office of Development Assistance (1107).

JUSTIFICATION

421000	Books & Subscriptions	Subscriptions to Planning Advisory Service, other books as needed
421500	Membership	Memberships to American Planning Association including AICP
424000	Office Supplies	General office supplies; envelopes, paper, postage, visual aids, maps, posting boards, business cards
425000	Equipment Supplies & Maintenance	Replace desktop scanner used for Laserfiche and Munis applications.
431000	Professional & Technical Services	Update to Housing Plan based on possible new legislation. Publication of plans and pamphlets
431500	Planning Commission	7 members, $50 per meeting, 26 meetings per year
431700	Board of Adjustments	4 members, $50 per meeting, 12 meetings per year
433000	Training	Registration fees for all planners for the 2019 Fall Utah APA Conference to be held in West Jordan (1); 2019 APA National Conference, 'Western Planner Conference, Santa Fe, NM; Spring APA conference
433100	Travel	Per diem, transportation, lodging expenses associated with training.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles

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BUILDING

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Building Official	GR72	1		GR72	1	
Inspector Supervisor	GR67	1		GR67	1	
Senior Plans Examiner	GR67	1		GR67	1	
Plans Examiner	GR62	1		GR62	1	
Combination Inspector III	GR61			GR61		
Combination Inspector II	GR57	4		GR57	4	
Combination Inspector I	GR53			GR54		
Permit Technician	GR44	1		GR44	1	
Administrative Assistant	GR45	1		GR45	1	
		10	**0**		**10**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	702,250	653,988	642,328	687,880	
411003	Overtime	1,308	20,000	-	20,290	
411030	Leave Buyout	-	1,400	3,343	3,435	
411100	On-Call	6,125	6,000	6,941	6,087	
413110	Retirement	137,571	130,741	127,159	126,157	
413120	Health Insurance	136,130	157,714	170,332	158,795	
413130	Workers Compensation	5,703	7,835	5,638	6,055	
413140	Long-term Disability	11,491	8,266	9,622	6,162	
413150	Unemployment	674	654	654	691	
		1,001,253	**986,598**	**966,017**	**1,015,552**	3%
OPERATIONS						
421000	Books & Subscriptions	1,307	2,500	80	2,500	
421500	Membership	1,274	1,750	900	1,750	
424000	Office Supplies	3,044	4,100	1,584	4,100	
425000	Equipment Supplies & Maintenance	1,579	1,810	908	1,810	
425010	Uniforms	1,663	3,200	1,034	3,200	
425500	Fleet Operations & Maintenance	12,377	13,405	19,901	13,485	
428000	Telephone	9,037	-	-	-	
431000	Professional & Technical Services	28,724	40,000	18,614	20,000	
433000	Training	5,875	5,150	6,210	6,200	
433100	Travel	5,389	8,260	9,384	8,260	
		70,270	**80,175**	**58,615**	**61,305**	-24%
CAPITAL & LEASES						
425501	Fleet Replacement	14,151	14,303	16,346	22,738	
		14,151	**14,303**	**16,346**	**22,738**	59%
TOTAL BUILDING		**1,085,673**	**1,081,076**	**1,040,978**	**1,099,595**	2%

BUILDING

JUSTIFICATION

421000	Books & Subscriptions	This is a National Electrical Code book cycle year.
421500	Membership	ICC National Memberships (2), Utah Chapter of ICC (5), Bonneville Chapter ICC (2), Beehive Chapter ICC (2), Utah Chapter of IAEI (electrical) (3), Utah Chapter of UAPMO (plumbing & mechanical) (5), Professional Licensing Renewals, and new certifications
424000	Office Supplies	Building permit supplies, files, paper, printer supplies, forms, etc.
425000	Equipment Supplies & Maintenance	Tools, batteries for equipment, emergency/disaster mitigation supplies. We need supplies for two additional inspectors.
425010	Uniforms	Eight (8) inspectors' uniforms.
431000	Professional & Technical Services	Peer review of complex engineered designs and large solar array systems. There are multiple large projects anticipated for the coming year that will require special reviews.
433000	Training	Registration and class fees for training. Local and in-state training for all inspectors, plans examiners, and permit technician. Building Official to National ICC Public Comment/Training (We have increased this fund due to reduced State available grants)uilding Official to National ICC Public Comment/Training
433100	Travel	Per diem, transportation, lodging expenses associated with training.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles. One new vehicle
425501	Fleet Replacement	Charge for lease/replacement of vehicles

ENGINEERING

STAFFING

Title	FY 18-19 Budget Grade	FY 18-19 Budget FT	FY 18-19 Budget PT	FY 19-20 Budget Grade	FY 19-20 Budget FT	FY 19-20 Budget PT
City Engineer	GR79	1		GR79	1	
Traffic Engineer	GR72	1		GR72	1	
Senior Engineer				GR71	1	
Eng Inspector Supervisor	GR67	1		GR67	1	
Associate Engineer	GR64	1		GR64	1	
Assistant Engineer	GR61			GR61		
Engineering Inspector III	GR61			GR61		
Engineering Inspector II	GR57	3		GR57	4	
Engineering Inspector I	GR53			GR54		
Engineering Dev Coordinator	GR53	1		GR53	1	
		8	**0**		**10**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	901,491	738,056	837,705	782,200	
411003	Overtime	713	500	1,061	-	
411030	Leave Buyout	-	1,300	636	422	
413110	Retirement	173,739	147,047	160,065	138,945	
413120	Health Insurance	156,003	145,967	176,526	144,616	
413130	Workers Compensation	8,481	9,350	7,896	7,401	
413140	Long-term Disability	20,946	9,329	20,510	6,843	
413150	Unemployment	859	738	868	783	
		1,262,233	**1,052,287**	**1,205,267**	**1,081,210**	3%
OPERATIONS						
421000	Books & Subscriptions	85	1,100	-	800	
421500	Membership	2,890	3,100	1,079	1,500	
424000	Office Supplies	1,316	2,700	2,410	1,700	
425000	Equipment Supplies & Maintenance	1,165	16,800	19,758	4,000	
425010	Uniforms	1,469	2,800	1,464	-	
425500	Fleet Operations & Maintenance	29,730	24,191	22,990	23,748	
428000	Telephone	4,030	-	-	-	
431000	Professional & Technical Services	102,330	172,000	66,295	100,000	
433000	Training	4,329	6,000	7,166	3,500	
433100	Travel	4,331	8,500	8,875	6,000	
448000	Other Supplies	435	200	-	1,200	
474000	Equipment	-	7,200	-	-	
		152,110	**244,591**	**130,037**	**142,448**	-42%
CAPITAL & LEASES						
425501	Fleet Replacement	9,685	13,817	15,791	22,940	
		9,685	**13,817**	**15,791**	**22,940**	66%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(988,360)	(819,340)	(819,340)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(635,448)	
493110	Allocated to Other Funds - Operations	-	-	-	(90,963)	
		(988,360)	**(819,340)**	**(819,340)**	**(726,411)**	-11%
TOTAL ENGINEERING		**435,668**	**491,355**	**531,755**	**520,187**	6%

ENGINEERING

NOTES

90% of eligible costs are allocated to other funds for shared services
Allocation broadened to include operations
Consolidation of Development Review & Support (3002), Development Inspection & Project Management (3003), and Utility Infrastructure & Planning (3005).

JUSTIFICATION

421000	Books & Subscriptions	Plan and specifications manuals, AASHTO and ITE Publications, etc. & supplies. Engineering reference books, APWA, AASHTO, etc. Inspector manuals & supplies.
421500	Membership	Professional Engineering licenses and fees. APWA, UCEA, FEMA, ASCE, ITE, AWWA. State water operators cert and review. Inspector study materials, courses, testing.
424000	Office Supplies	General office supplies, toner, printing cartridges, Printing, large format paper, copying, plotting, calendars, desk items, business cards, inspection supplies
425000	Equipment Supplies & Maintenance	Hardware for electronic plan review, Syncro system upgrades, computer replacement, software, ArcView, tools, stakes. 'Neil, Randy, Brian, Craig, Jeremy -- Engineer inspection staff safety equipment. Software for electronic inspections. Inspection equipment including levels, tapes, etc.
425010	Uniforms	Uniforms and safety equipment. Neil, Randy, Brian, Craig, Jeremy -- Engineer inspector staff clothing allowance
431000	Professional & Technical Services	$60,000 Studies, Eng Review and Insp Fees Update. Fees, consulting fees, surveys, etc. $50,000 Traffic Calming Program $50,000 Traffic Engineer: Maintenance of signage, striping, crosswalks, ped signals etc. Technical training in the use and admin of electronic inspection techniques. Software applications, UTILISYNC annual fee
433000	Training	UCEA Winter Conference - Nate, APWA Fall Conference - Nate, Todd, David UDOT Annual Conference Bill; ITE; Inspectors for APWA Fall Conference, asphalt conference, Floodplain Mgrs Conf Nate, APWA Fall conference, AWWA, Asphalt Conference, State Water Operators classes, road school (2 inspectors per year)
433100	Travel	Per diem, transportation, lodging expenses associated with training.
448000	Other Supplies	Cold weather gear, minor office and field equipment, $1,200. Paint, field field supplies etc.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles

REAL PROPERTY ADMINISTRATION

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Real Property Administrator	GR72	1		GR72	1	
Asst Real Estate Svcs Mgr	GR66	1		GR66	1	
		2	**0**		**2**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	19,160	146,525	135,752	164,946	
411030	Leave Buyout	-	100	-	-	
413110	Retirement	3,625	29,189	26,494	30,003	
413120	Health Insurance	462	41,129	28,460	38,757	
413130	Workers Compensation	11	1,856	510	751	
413140	Long-term Disability	(182)	1,852	2,116	1,443	
413150	Unemployment	17	147	129	165	
		23,093	**220,798**	**193,461**	**236,065**	7%
OPERATIONS						
421500	Membership	260	250	250	520	
424000	Office Supplies	381	375	241	375	
433000	Training	-	1,000	1,491	1,000	
433100	Travel	-	1,000	-	1,000	
		641	**2,625**	**1,982**	**2,895**	10%
TOTAL REAL PROPERTY ADMINISTRATION		**23,734**	**223,423**	**195,443**	**238,960**	7%

REAL PROPERTY ADMINISTRATION

NOTES

Consolidation of Property (3008) and Property (1404).

JUSTIFICATION

421500	Membership	International Right of Way Association for two employees. Provides updated right of way standards and policy information for those who acquire and manage real property.
424000	Office Supplies	Costs for supplies necessary to operate the office for items such as: printing, postage, small office equipment and general daily office supplies.
433000	Training	Conferences and/or training to obtain current and relevant information pertaining to property acquisitions and property management.
433100	Travel	Per diem, transportation, lodging expenses associated with training.

ECONOMIC DEVELOPMENT

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Eco Development Director	GR83	1		GR83	1	
EcoDevelopment Asst Mgr	GR75	1		GR75	1	
Redevelopment Program Mgr	GR65	1		GR65	1	
		3	**0**		**3**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL					
411000 Salaries - Full-time	209,474	281,593	291,826	304,597	
411030 Leave Buyout	-	600	-	340	
413110 Retirement	36,406	56,183	57,248	56,204	
413120 Health Insurance	25,017	48,686	30,232	46,535	
413130 Workers Compensation	1,800	2,700	2,316	2,311	
413140 Long-term Disability	2,660	3,559	2,898	2,517	
413150 Unemployment	203	282	206	305	
413160 Vehicle Allowance	-	5,590	-	-	
	275,560	**399,193**	**384,726**	**412,809**	3%
OPERATIONS					
421000 Books & Subscriptions	150	200	-	300	
421500 Membership	1,180	1,735	2,674	2,270	
424000 Office Supplies	1,284	500	14	500	
425000 Equipment Supplies & Maintenance	300	1,000	-	1,000	
425010 Uniforms	-	300	-	-	
425500 Fleet Operations & Maintenance	696	696	322	696	
428000 Telephone	803	-	-	-	
431000 Professional & Technical Services	5,637	55,500	150,055	50,000	
433000 Training	83	4,690	2,743	2,430	
433100 Travel	2,645	15,600	4,240	20,500	
441200 EDCU	27,435	31,059	31,060	31,345	
441300 Recruitment & Marketing	1,115	15,000	9,486	20,000	
448000 Other Supplies	574	-	-	500	
	41,903	**126,280**	**200,594**	**129,541**	3%
ONE-TIME					
461418 Economic Development Programs	-	50,000	-	-	
473822 Incentive Agreement Rebate	-	10,600	-	40,000	
	-	**60,600**	**-**	**40,000**	-34%
TOTAL ECONOMIC DEVELOPMENT	**317,463**	**586,073**	**585,320**	**582,350**	-1%

ECONOMIC DEVELOPMENT

JUSTIFICATION

421000	Books & Subscriptions	The Enterprise; Economic Development Journal/Magazine
421500	Membership	(4) International Council of Shopping Centers membership $250; Utah Redevelopment Association $150; 2-International Economic Development Council $1,220; Utah Alliance for Economic Development $250; NAOIP $400
424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance	Elevating computer desk for standing ($1,500); Gel standing pads ($150); Chair ($500)
431000	Professional & Technical Services	Economic Development studies/analysis/consulting
433000	Training	(3) International Economic Development Council ($1,950); Utah Alliance for Economic Development/4 qtrly meetings x 3 ($480)
433100	Travel	Travel expenses for 3 IEDC training various locations ($4,500); ICSC Convention in Las Vegas for 4 people ($8,000);Corporate Recruitment 4 people/two trips ($8,000)
441200	EDCU	EDCU Dues. Three people to EDCU Quarterly update meetings
441300	Recruitment & Marketing	Recruitment, marketing materials, business retention visits, networking, and magazine advertising ($10,000); Economic Development website development ($10,000)
448000	Other Supplies	Misc office supplies
461418	Economic Development Programs	Possible economic development programs
473822	Incentive Agreement Rebate	Possible incentive payment to Snugz, Inc.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles

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COMMUNITY PRESERVATION

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Comm Preservation Director	GR83	1		GR83	1	
CDBG Grants Coordinator [1]	GR72	1		GR72	1	
Code Enforcement Officer	GR51	2		GR51	2	
Business License Coordinator	GR53	1		GR53	1	
Rental Dwelling Lic Coordinator	GR53	1		GR53	1	
Executive Assistant	GR53	1		GR53	1	
Administrative Assistant	GR45			GR45		1
		7	**0**		**7**	**1**

[1] Salary and benefits split between CDBG Fund (80%) and General Fund (20%)
Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	313,790	346,446	316,313	383,593	
411001	Salaries - Part-time	-	18,187	3,122	18,912	
411030	Leave Buyout	-	500	610	610	
413110	Retirement	57,310	70,977	56,006	65,043	
413120	Health Insurance	82,286	91,258	79,120	80,870	
413130	Workers Compensation	1,719	2,811	2,016	2,042	
413140	Long-term Disability	3,427	4,221	7,342	3,409	
413150	Unemployment	299	353	311	402	
		458,831	**534,753**	**464,840**	**554,881**	4%
OPERATIONS						
421500	Membership	60	255	-	165	
424000	Office Supplies	9,773	11,600	10,037	13,100	
425000	Equipment Supplies & Maintenance	4,456	4,100	1,262	3,600	
425010	Uniforms	1,638	2,500	827	1,800	
428000	Telephone	3,472	-	-	-	
431000	Professional & Technical Services	12,100	3,500	241	12,000	
433000	Training	974	1,980	3,741	1,980	
433100	Travel	-	4,700	890	4,700	
448000	Other Supplies	-	25,000	5,698	-	
462100	Miscellaneous Services	6,910	-	-	-	
		39,384	**53,635**	**22,696**	**37,345**	-30%
CAPITAL & LEASES						
425500	Fleet Operations & Maintenance	4,197	5,278	5,444	5,426	
425501	Fleet Replacement	6,715	6,715	7,674	6,715	
		10,912	**11,993**	**13,118**	**12,141**	100%
ONE-TIME EXPENSES						
462110	Abatements	-	-	-	25,000	
		-	**-**	**-**	**25,000**	100%
TOTAL COMMUNITY PRESERVATION		**509,127**	**600,381**	**500,654**	**629,367**	5%

COMMUNITY PRESERVATION

NOTES

Consolidation of Zoning & Code Enforcement (1406, 1606), Business Licensing (1205), Rental Property Licensing (1206).

JUSTIFICATION

421500	Membership	Utah Ordinance Compliance Officer dues, Utah Business Licensing Association
424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance	Cost of user licenses for online research, etc. Equipment and replacement costs (i.e. radio, batteries, tools, etc.)
425010	Uniforms	Uniform cost/allowance for 3 Code Enforcement Officers (i.e. shirts, pants, outer wear, boots, gloves, etc.) Reserve of $400 for possible officer turn-over costs and increase of uniform costs.
431000	Professional & Technical Services	Administrative Law Judge - $50/hr for a total of 1,000 hours. $2,000 for other services as needed
433000	Training	Annual Code Enforcement Conference for 3 code enforcement officers. Training to maintain Police Officer Standards Training certification. Regional Utah Business License Association Conference
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training.
448000	Other Supplies	This supply account is funded through the Code Enforcement Abatement Funds. These funds are set aside for the upgrade and improvement of the Code Enforcement Program as well as supplies and other items used for the ALJ Program.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles

PUBLIC WORKS ADMINISTRATION

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Public Works Director	GR87	1		GR87	1	
Deputy Public Works Director	GR81	1		GR81	1	
Utilities Manager	GR77	1		GR77	1	
Public Services Manager	GR72	1		GR72	1	
Executive Assistant	GR53	1		GR53	1	
Purchasing Technician	GR47	1				
Administrative Assistant III	GR47	1				
Administrative Assistant				GR45	1	
		7	**0**		**6**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	627,705	690,423	579,030	539,985	
411030	Leave Buyout	-	2,500	1,660	1,705	
413110	Retirement	121,619	137,719	113,543	99,624	
413120	Health Insurance	119,122	117,491	120,878	99,219	
413130	Workers Compensation	4,752	5,728	4,675	4,445	
413140	Long-term Disability	18,412	8,727	14,408	4,477	
413150	Unemployment	607	690	467	542	
413160	Vehicle Allowance	4,945	5,590	-	-	
		897,163	**968,868**	**834,661**	**749,997**	-23%
OPERATIONS						
421000	Books & Subscriptions	469	800	146	800	
421500	Membership	1,220	1,500	617	1,500	
424000	Office Supplies	3,037	4,600	5,179	3,500	
425000	Equipment Supplies & Maintenance	1,341	2,000	5,938	34,144	
425010	Uniforms	78	300	566	1,050	
425500	Fleet Operations & Maintenance	8,138	7,846	9,415	7,944	
428000	Telephone	2,459	-	-	-	
431000	Professional & Technical Services	695	16,000	4,558	11,000	
433000	Training	864	2,000	634	4,000	
433100	Travel	507	3,000	-	3,000	
		18,808	**38,046**	**27,053**	**66,938**	76%
CAPITAL & LEASES (ALLOCATED)						
425501	Fleet Replacement	8,467	8,467	9,677	8,467	
		8,467	**8,467**	**9,677**	**8,467**	0%
CAPITAL & LEASES (NON-ALLOCATED)						
424100	Building Lease	-	382,572	385,572	-	
		-	**382,572**	**385,572**	**-**	-100%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(231,602)	(332,719)	(332,719)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(449,998)	
493110	Allocated to Other Funds - Operations	-	-	-	(28,956)	
		(231,602)	**(332,719)**	**(332,719)**	**(478,954)**	44%
TOTAL PUBLIC WORKS ADMINISTRATION		**692,835**	**1,065,234**	**924,244**	**346,448**	-67%

PUBLIC WORKS ADMINISTRATION

NOTES

60% of eligible costs are allocated to other funds for shared services
Allocation broadened to include operations

JUSTIFICATION

421000	Books & Subscriptions	American City and County magazine, ENR, Public Works (Engineering and Construction) magazine, other technical books
421500	Membership	Profession organizations: AWWA, APWA, UWUA, UCEA
424000	Office Supplies	General office supplies for Public Works Dept. at City Hall
424100	Building Rent	Payment to the MBA for the debt service on the Public Works building
425000	Equipment Supplies & Maintenance	Equipment and supplies such as first aid for department-wide needs. Increased to accommodate the need in the new PW building.
425010	Uniforms	Boots, safety vests, shirts, and sweatshirts for PW Admin. Staff.
431000	Professional & Technical Services	Misc. studies, reports and investigations.
433000	Training	Utah Water Users Conference, AWWA conference, APWA conference.
433100	Travel	Per diem, transportation, lodging expenses associated with training.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles

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GIS

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
GIS Administrator	GR66	1		GR66	1	
GIS Specialist II	GR59			GR59		
GIS Specialist I	GR53	3		GR53	3	
GIS Specialist I	GR52			GR52		
Engineering Designer	GR57	1		GR57	1	
Water System Lead	GR57			GR57	1	
Engineering Assistant	GR56	1		GR56	1	
Utility Locator	GR45	1		GR45	1	
GIS Interns			2			2
		7	**2**		**8**	**2**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	244,871	387,115	338,345	477,724	
411003	Overtime	-	500	-	-	
411030	Leave Buyout	-	1,300	289	971	
413110	Retirement	45,771	77,139	63,655	88,517	
413120	Health Insurance	63,540	118,196	73,066	107,272	
413130	Workers Compensation	798	2,284	1,871	3,000	
413140	Long-term Disability	2,217	4,893	6,384	4,333	
413150	Unemployment	234	387	223	501	
		357,431	**591,814**	**483,833**	**682,318**	15%
OPERATIONS						
421000	Books & Subscriptions	609	450	-	250	
421500	Membership	-	600	-	-	
424000	Office Supplies	334	200	116	200	
425000	Equipment Supplies & Maintenance	22,533	46,000	37,112	31,000	
425010	Uniforms	263	1,000	735	1,000	
425200	Computer	-	2,000	-	-	
428000	Telephone	3,086	-	-	-	
431000	Professional & Technical Services	13,535	15,000	-	15,000	
431400	Information System Contracts	125,533	150,700	150,000	150,700	
433000	Training	3,004	4,000	1,809	4,000	
433100	Travel	1,233	3,000	1,326	3,000	
474000	Equipment	-	-	-	-	
		170,131	**222,950**	**191,098**	**205,150**	-8%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(420,800)	(358,738)	(358,738)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(375,275)	
493110	Allocated to Other Funds - Operations	-	-	-	(112,833)	
		(420,800)	**(358,738)**	**(358,738)**	**(488,108)**	36%
TOTAL GIS		**106,762**	**456,026**	**316,193**	**399,360**	-12%

GIS

NOTES

70% of eligible costs are allocated to other funds for shared services
Transferred Water System Lead from the Water Fund to GIS
Allocation broadened to include operations

JUSTIFICATION

421000	Books & Subscriptions	GIS & Auto CAD Technical Books
421500	Membership	Urban and Regional Information Systems Association. URISA.
424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance	HP Plotter Cartridges $9,000, Plotter Paper $3,000, GPS Maintaence
425010	Uniforms	Uniform allowance for Utility Locators $500 each and GIS Staff
431000	Professional & Technical Services	Consulting for GIS appplications and stipends for Interns
431400	Information System Contracts	Annual fee to Cityworks for maintenance and support of asset management system (66,000)ESRI $60,000, Auto CAD $8,000, , GPS Maintaenance 1500, Scanner/plotter Maintenance $500, Aerial Images $5,000, Subcription to GPS real time network $2400, misc software $1500,Blue Stakes of Utah Subscription $5200, Blue Review locating software $6,000
433000	Training	GIS / AutoCAD training to expand and maintian skills , SWUG, UGIC
433100	Travel	Per diem, transportation, lodging expenses associated with training.

STREETS

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Streets Superintendent	GR68	2		GR68	1	
Street Maint Crew Supervisor	GR58	3		GR58	4	
Heavy Equipment Operator	GR53	2		GR53	2	
Street Mainteance Worker III	GR49			GR49		
Street Mainteance Worker II	GR45	17		GR45	17	
Street Mainteance Worker I	GR41			GR41		
Seasonal Laborer			2			2
		24	**2**		**24**	**2**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	619,114	712,585	650,460	1,221,895	
411001	Salaries - Part-time	11,832	24,960	14,443	24,960	
411003	Overtime	22,957	27,000	25,994	27,000	
411030	Leave Buyout	-	2,600	2,865	2,926	
411100	On-Call	7,572	8,100	13,213	8,100	
413110	Retirement	142,660	146,216	157,155	230,521	
413120	Health Insurance	180,372	231,648	214,756	337,562	
413130	Workers Compensation	8,984	13,594	17,198	16,713	
413140	Long-term Disability	3,538	9,295	11,679	11,127	
413150	Unemployment	658	728	749	1,225	
		997,686	**1,176,726**	**1,108,512**	**1,882,029**	60%
OPERATIONS						
421500	Membership	1,070	1,100	-	1,100	
424000	Office Supplies	452	500	685	1,000	
425000	Equipment Supplies & Maintenance	96,922	177,829	23,918	177,000	
425010	Uniforms	13,021	15,950	13,680	15,950	
425500	Fleet Operations & Maintenance	442,446	461,842	448,312	460,977	
427000	Utilities	13,458	20,790	14,100	21,420	
428000	Telephone	17,122	-	-	-	
431000	Professional & Technical Services	45,229	52,500	46,488	52,500	
431750	Snow Removal	201,337	300,000	350,000	-	
431751	Type C Road Salt	-	-	-	150,000	
431752	High Performance Road Salt	-	-	-	75,000	
433000	Training	10,512	18,400	16,107	18,940	
444100	Street Lights Crossing	-	25,000	-	25,000	
444110	Signs	21,443	31,304	12,605	31,930	
448000	Other Supplies	92,744	117,000	47,411	129,250	
462100	Miscellaneous Services	2,596	6,000	1,136	9,000	
		958,351	**1,228,215**	**974,442**	**1,169,067**	-5%
CAPITAL & LEASES						
425501	Fleet Replacement	582,771	495,929	496,526	667,361	
		582,771	**495,929**	**496,526**	**667,361**	35%

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
SHARED SERVICES ALLOCATION					
493100 Allocated to Class C - Wages	-	-	-	(621,070)	
	-	**-**	**-**	**(621,070)**	100%
TOTAL STREETS	**2,538,808**	**2,900,870**	**2,579,480**	**3,097,387**	7%

STREETS

NOTES

Consolidation of Road Repair (3101), Curbs & Sidewalks (3102), Sings & Signals (3103), Snow Removal (3104), Street Lighting (3105), Graffiti Removal (3106), Streets Special Projects (3107), and Streets Administration (3108).

JUSTIFICATION

421500	Membership	APWA
424000	Office Supplies	General office supplies, printing, and postage
425000	Equipment Supplies & Maintenance	**Streets Admin ($15,500):** General equipment and supplies. Also replacement of equipment under $5000 (Radios, ipads and computers, software, etc.) **Road Repairs ($74,000):** Equipment and supplies needed for the maintenance. In addition, this line is used for the replacement of all equipment under $5,000. Includes $63,957 for the following equip.: (2) backhoes, (3) rollers and a skid steer. **Signs & Signals ($11,000):** Funds for equipment and consumable parts. This funding is also used to replace equipment valued under $5000, including $1000 for annual fee for Simple Sign software for 3 computers. Additional monitor and tools for the sign shop, including sheeting rack and cabinet. **Snow Removal ($74,000):** Plow blades and associated equipment and parts and funding for AVL's as follows: 17 trucks x $50 per month x 12 months = $10,200 **Graffiti ($2,500):** Funds for small equipment, power and hand tools, misc consumable parts for equipment, etc.
425010	Uniforms	Standard uniform allowance
427000	Utilities	Signs & Signals
431000	Professional & Technical Services	**Curbs & Sidewalks ($50,000)**: Horizontal cutting for trip hazard removal. This past year we had a contractor remove nearly 2,000 trip hazards with horizontal cutting. The completed work was documented in the city's GIS Database.
431750	Snow Removal	**$175,000:** Regular white type "C" road salt on State of Utah Cooperative contract (Used snow removal total from previous year and split it up between type "C" salt and Redmond salt and added 2% for price increase. **$50,000:** Redmond High Performance salt on State of Utah Cooperative Contract. At a temperature of 30 degrees (F), one pound of salt (sodium chloride) will melt 46 pounds of ice. But, as the temperature drops, salt's effectiveness slows to the point that when you get down near 10 degrees (F) and below, salt is barely working.
433000	Training	**Snow Removal ($1,600):** 'Third party classroom and and snowplow simulator training $400 x 4
444100	Street Lights Crossing	**Signs & Signals:** Maintenance and repair of school crossing lights + $20,000 for additional projects from the Traffic Engineer
444110	Signs	**Signs & Signals:** Last year's total ($31,304) + 2% = $31,930

JUSTIFICATION (continued)

448000	Other Supplies	**Road Repairs ($35,000):** Roadbase, hot and winter mix asphalt, top soil, sod replacement, fencing material, safety equipment and safety control devices. **Curbs & Sidewalks ($79,250):** Road base, concrete and material for restoration + funding for the replacment of all equipment under $5000 in value. Includes $9,250 for 420F backhoe **Signs & Signals ($11,000):** Striping of parking lots which can not be completed with C-Road funding, sign posts, hardware, reflectors, mounting brackets, etc. Additional supplies for the sign shop including hand tools, aluminum blanks, 3M sheeting and FlexiPrint software **Graffiti ($4,000):** Paint, graffiti remover, etc. **Please note that the quantity of graffiti can vary greatly depending on gang activity, weather, etc.
462100	Misc Services	**Road Repairs ($9000):** Quality control testing, misc. grinding for overlays, roadway striping, etc.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles

FACILITIES

STAFFING

Title	FY 18-19 Budget Grade	FT	PT	FY 19-20 Budget Grade	FT	PT
Facilities Project Manager	GR72	1		GR72	1	
Master Electrician	GR63	2		GR63	2	
Facilities Maint Supervisor	GR59	1		GR59	1	
Journeyman Electrician	GR55	0		GR55	0	
Apprentice Electrician	GR45	2		GR45	2	
Facilites Maint Techncian III	GR49	4		GR49	4	
Facilities Maint Technician	GR47			GR47		
		10	**0**		**10**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	371,332	399,803	407,387	528,123	
411001	Salaries - Part-time	-	-	-	8,809	
411003	Overtime	4,526	1,200	11,231	1,200	
411030	Leave Buyout	-	1,300	1,609	1,653	
411100	On-Call	4,620	3,500	4,937	3,500	
413110	Retirement	74,719	79,728	80,396	95,085	
413120	Health Insurance	96,824	107,597	107,221	120,329	
413130	Workers Compensation	4,418	5,917	4,866	6,135	
413140	Long-term Disability	8,308	5,054	12,000	4,737	
413150	Unemployment	361	400	405	539	
		565,108	**604,499**	**630,052**	**770,110**	27%
OPERATIONS						
421000	Books & Subscriptions	-	250	-	250	
421500	Memberships	409	350	-	-	
424000	Office Supplies	908	1,200	570	500	
425000	Equipment Supplies & Maintenance	7,238	8,000	2,294	2,600	
425010	Uniforms	4,546	6,600	5,936	2,950	
425500	Fleet Operations & Maintenance	38,055	34,304	40,795	34,330	
426000	Buildings and Grounds	281,729	300,000	316,699	300,000	
427000	Utilities	419,420	392,000	404,600	392,000	
427010	Utilities - West Jordan	58,943	58,925	-	58,925	
428000	Telephone	4,529	-	-	-	
431000	Professional & Technical Services	1,897	2,000	1,050	2,000	
431080	Contract - HVAC	-	-	-	62,142	
431810	Contract Services	65,337	63,000	61,834	113,000	
431820	Contract - Custodial	189,529	188,000	237,000	231,194	
431850	Contract - Carpet Cleaning	-	-	-	-	
433000	Training	2,205	12,000	8,036	10,000	
448000	Other Supplies	778	2,150	1,842	1,400	
474000	Equipment	25,558	21,000	36,762	10,200	
		1,101,080	**1,089,779**	**1,124,507**	**1,221,491**	12%

FACILITIES

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
CAPITAL & LEASES						
425501	Fleet Replacement	7,962	7,962	9,099	14,697	
474144	Minor Projects	325,790	75,000	77,838	-	
		333,752	**82,962**	**86,937**	**14,697**	-82%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(366,161)	(368,703)	(368,703)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(192,528)	
493110	Allocated to Other Funds - Operations	-	-	-	(309,047)	
		(366,161)	**(368,703)**	**(368,703)**	**(501,575)**	36%
TOTAL FACILITIES		**1,633,779**	**1,408,537**	**1,472,793**	**1,504,723**	7%

FACILITIES

NOTES

25% of eligible costs are allocated to other funds for shared services
Allocation broadened to include operations

Added part-time custodian for 10 hours per week to clean Pioneer Hall, net zero effect on budget, reduced contract services.
Facilities Project Manager previously budgeted under PW Administration
Consolidation of Facilities Management (1901), Facilities Maintenance (1902), Senior Center (1903), Facilities Special Projects (1904), and Electrical (3109).

JUSTIFICATION

421000	Books & Subscriptions	Means Construction cost data book to verify construction cost and bid proposals
424000	Office Supplies	General office supplies
425000	Equipment Supplies & Maintenance	Purchase and repair of small hand tools. Tamper for one of the vehicles to compact after trenching/excavation. Also, an arc suit, required by code for working on live wires.
425010	Uniforms	Uniform clothing, cold weather gear as necessary, and other safety protection equipment for 9 employees ($550.00 X 9)
426000	Buildings and Grounds	General improvements and preventative maintenance for City buildings and to paint and repair existing park pavilions throughout the City parks.
427000	Utilities	Utilities other than city-provided.
427010	Utilities - Interfund	Payments to West Jordan for water, sewer, garbage and recycling, and storm water utilities.
431000	Professional & Technical	Misc consulting costs related to outsourced electrical engineering work.
431080	Contract - HVAC	HVAC maintanence contract ($42,040) plus cost of living adjustment ($2,102) plus Public Works facility when it leaves warranty ($18,000).
431810	Contract Services	Contract services for the bus driving and custodial services at the Senior Center ($38,000). Carpet cleaning twice/year and window washing once a year ($75,000)
431820	Contract - Custodial	Contract custodial for major city buildings. Also includes custodial suplies and paper products.
433000	Training	HVAC and controls training, Continuing education training, licensing, and training for code changes.
448000	Other Supplies	3 snow blowers (2 are replacements), parts and tools for electrical.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles

CAPITAL PROJECTS SUPPORT

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Engineering Manager	GR79	1		GR79	1	
Senior Engineer	GR68			GR71		
Associate Engineer	GR64	4		GR64	3	
Assistant Engineer	GR61			GR61		
Contracts Administrator	GR58	1				
Engineering Inspector I	GR53	1				
		7	**0**		**4**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	454,700	474,942	430,096	293,468	
411001	Salaries - Part-time	3,210	52,065	3,443	-	
411030	Leave Buyout	-	700	1,332	844	
413110	Retirement	88,688	104,990	84,715	53,693	
413120	Health Insurance	80,425	92,517	92,080	57,500	
413130	Workers Compensation	3,966	6,069	3,775	2,950	
413140	Long-term Disability	10,103	6,003	6,305	2,442	
413150	Unemployment	444	527	422	294	
		641,535	**737,813**	**622,168**	**411,191**	-44%
OPERATIONS						
421000	Books & Subscriptions	170	1,600	485	1,600	
421500	Membership	1,391	2,500	1,588	2,500	
424000	Office Supplies	3,898	2,000	1,438	2,000	
425000	Equipment Supplies & Maintenance	14,266	45,000	4,623	45,000	
425010	Uniforms	195	2,200	1,079	2,200	
425500	Fleet Operations & Maintenance	8,911	8,901	7,635	8,974	
428000	Telephone	4,549	-	-	-	
431000	Professional & Technical Services	2,915	75,000	4,310	75,000	
433000	Training	1,179	8,000	6,101	10,500	
433100	Travel	1,246	9,000	1,472	9,000	
448000	Other Supplies	97	5,000	-	3,200	
474000	Equipment	-	2,400	-	-	
		38,818	**161,601**	**28,731**	**159,974**	-1%
CAPITAL & LEASES						
425501	Fleet Replacement	7,496	7,496	8,567	7,496	
		7,496	**7,496**	**8,567**	**7,496**	0%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(467,461)	(598,451)	(598,451)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(370,072)	
493110	Allocated to Other Funds - Operations	-	-	-	(150,723)	
		(467,461)	**(598,451)**	**(598,451)**	**(520,795)**	-13%
TOTAL CAPITAL PROJECTS SUPPORT		**220,388**	**308,459**	**61,015**	**57,866**	-81%

CAPITAL PROJECTS SUPPORT

NOTES

90% of eligible costs are allocated to other funds for shared services
Allocation broadened to include operations

JUSTIFICATION

421000	Books & Subscriptions	Manuals, AASHTO, AutoCAD, misc. books and reference manuals, UDOT and APWA Specification books
421500	Membership	Professional Engineering Licenses (4); American Water Works Association (4); American Public Works Association (6); American Society of Civil Engineers (4)
424000	Office Supplies	General office supplies, postage, paper and printing supplies, printing services, business cards, planners, calendars, toner/printing cartridges, applications and software
425000	Equipment Supplies & Maintenance	Printer and copier service contract support for maintenance, AutoCAD license renewals, Program Management software support, safety and surveying equipment supplies; surveying equipment replacement, hard hat replacement, measuring wheel replacement, small hand tool replacement, CarteGraph software maintenance for pavement management program. Annual Software licenses and maintenance fees for Info Water (water model), Info Sewer (sewer model), Info Swim (storm water model), Telelog software (water pressure recorders), Auto Cad software upgrades, sampling equipment, sewer flow meter repairs, Safety equipment. (model software 11,000, others 5,000, equipment 1,500). Repair or replace field equipment (5,000). Also PPE, night gear, and winter gear (jackets).
425010	Uniforms	3 shirts, 1 pair safety boots, 3 pants (CIP Group - 6 current individuals, 3 FTE's requested)
431000	Professional & Technical Services	Special surveys, reports, and geotechnical analysis not coever under specific projects and studies, special projects, and mid-year project adds from City Council. Also $11,720 for Capital Projects portion of TischlerBise phase 2 impact fee study. Funds for water sampling and lab testing service. Funds for consulting services and minor studies related to water, sewer ,and storm drainage issues. Funds for Water Rights Consultant and application fees. Includes use of interns for special projects

CAPITAL PROJECTS SUPPORT

JUSTIFICATION (continued)

433000	Training	General training to maintain water certifications (4 State water operator Level 4 grade), and professional licenses (6); local APWA chapter training sessions, UDOT Asphalt Conference (6 attendees); 4 annual Intermountain Section water conferences, 4 Utah Water Users conferences, 6 individual for AutoCAD training sessions, 1 AutoCad University session (Las Vegas) - see training breakdown
433100	Travel	Per diem, transportation, lodging expenses associated with training.
448000	Other Supplies	Replace old equipment is aged and no longer functional. Capital project management software, replacement computers. $1,200 for safety vests, winter coats (reflective for night work as well), hard hats, hearing protection, safety glasses ($400 per employee, 3 new employees) {bi-annual expense}
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles (CIP Group has only two vehicles, V15004 (Explorer) and V18002 (Explorer). The CIP Group needs one more vehicle for pool reasons.
425501	Fleet Replacement	Charge for lease/replacement of vehicles

PARKS

STAFFING

Title	FY 18-19 Budget Grade	FY 18-19 Budget FT	FY 18-19 Budget PT	FY 19-20 Budget Grade	FY 19-20 Budget FT	FY 19-20 Budget PT
Director of Parks	GR77	1				
Deputy Parks Director	GR68	1				
Parks Manager				GR76	1	
Parks Superintendent				GR68	1	
Urban Forester	GR60	1		GR60	1	
Parks Maint Crew Supervisor	GR57	4		GR57	4	
Parks Irrigation Specialist	GR49	2		GR49	2	
Parks Maintenance Worker III	GR49			GR49		
Parks Maintenance Worker II	GR44	7		GR44	6	
Parks Maintenance Worker I	GR39			GR40		
Administrative Assistant	GR45			GR45	1	
Lead Seasonal Laborer			5			5
Seasonal Laborer			29			29
		16	**34**		**16**	**34**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	891,570	902,872	807,710	829,746	
411001	Salaries -Seasonals	507,031	568,480	515,000	570,880	
411003	Overtime	21,901	27,922	36,304	35,222	
411030	Leave Buyout	-	2,300	2,581	2,681	
411100	On-Call	4,656	4,700	5,634	4,700	
413110	Retirement	198,569	231,341	179,509	194,276	
413120	Health Insurance	200,463	247,019	211,589	229,501	
413130	Workers Compensation	11,512	18,121	10,315	13,688	
413140	Long-term Disability	11,201	11,412	17,775	7,545	
413150	Unemployment	1,136	1,471	994	1,403	
		1,848,039	**2,015,638**	**1,787,411**	**1,889,642**	-6%
OPERATIONS						
421000	Books & Subscriptions	-	200	-	200	
421500	Memberships	920	600	823	600	
424000	Office Supplies	374	1,500	483	1,200	
425000	Equipment Supplies & Maintenance	128,674	122,700	57,376	130,000	
425010	Uniforms	11,273	14,700	14,614	12,000	
425500	Fleet Operations & Maintenance	293,148	274,189	251,417	280,179	
426000	Buildings and Grounds	118,014	213,000	159,161	208,500	
426010	Irrigation	90,284	456,500	448,381	84,500	
426020	Weed Abatement	20,772	22,490	22,557	21,000	
426030	Urban Forestry	63,222	83,169	55,338	80,000	
427000	Utilities	82,025	95,420	78,995	93,000	
427010	Utilities - West Jordan	581,505	581,323	581,323	581,323	
428000	Telephone	14,022	-	-	-	

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
431000	Professional & Technical Services	22,542	11,710	27,276	11,710	
431860	Park Strip Maintenance Contract	120,775	150,850	148,976	134,633	
433000	Training	3,498	9,200	5,967	7,000	
448000	Other Supplies	66,386	67,940	59,687	54,200	
462100	Miscellaneous Services	6,477	13,050	20,171	12,000	
		1,623,912	**2,118,541**	**1,932,833**	**1,712,045**	-19%
CAPITAL & LEASES						
425501	Fleet Replacement	89,182	124,153	124,153	137,035	
425522	Lawn Mower Lease	34,608	34,608	34,608	34,608	
		123,790	**158,761**	**158,761**	**171,643**	8%
TOTAL PARKS		**3,595,741**	**4,292,940**	**3,879,005**	**3,773,330**	-12%

NOTES

Volunteer and event coordinator personnel moved to Events
Parks Director changed to Parks Manager
Parks Deputy Director changed to Parks Superintendent
Parks Maintenance Crew Supervisor changed to Administrative Assistant
Consolidation of Parks Administration (3201), Parks & Trails Maintenance (3202), Natural Spaces Maintenance (3203), Streetscape Maintenance (3204), Parks Snow Removal (3205), Parks Special Projects (3206), and Athletic Fields (3207).

JUSTIFICATION

421000	Books & Subscriptions	**Admin:** $200 RS Means landscaping and site work estimating guide. This book is used to assist in landscape estimation.
421500	Memberships	**Admin:** $600 Memberships for the Irrigation Association, National Parks Association, Sports Turf Managers Association, Utah Cemeteries and Parks Association, and International Society of Arboriculture.
421500	Office Supplies	General office supplies
425000	Equipment Supplies & Maintenance	**Parks/Trails:** $67,800 Service/maintenance and purchase of small equipment for the Parks Department, such as weedeaters, edgers, hedge trimmers, blowers, mower blades, mower, utility cart, 2 cycle oil, and weedeater string, and also the splash pad supplies pump replacements and repairs, filters etc, located at the Ron Wood complex. Backhoe lease payment of $10,250 is removed from this account. Increased by 16.9% for backhoe lease payment. **Natural Spaces:** $17k This is for the service and maintenance of equipment and the supplies needed for the Weed Management Crew. Replacement equipement and new equipment funds. **Athletic Fields:** $15k For the service and maintenance of equipment and supplies for the maintenance. IN addition, this acocunt is used for replacement of equipment. **Snow Removal:** $15,200 Maintenance of equipment and the supplies, replacement of equipment, including snow plow blades, snow blowers, etc. **Streetscape Maint:** $15,000 This line is for the service/maintenance of equipment and parts needed for parkstrip maintenance. Replacement equipement and new equipment funds.
425010	Uniforms	Uniforms for 16 FTE's ($8,800) and 34 seasonals ($3,200)
426000	Buildings and Grounds	**Parks/Trails:** $118,500 Funds to maintain parks facilities, playground systems, pavilions, restrooms, plant material, fertilizer, chemical application, topsoil, mulch… **Snow Removal:** $3k Funds to purchase ice melt for areas throughout the city (Safe sidewalks). Replacement funding for replacement spreaders if needed. **Streetscape Maint:** $15k Fertilizer, and broadleaf control, plant replacement, bark mulch and weed fabric. **Athletic Fields:** $72k Funds to maintain parks facilities, playground systems, pavilions, restrooms, plant material, fertilizer, chemical application, and topsoil.

426010	Irrigation	**Parks/Trails:** $71k Funds to maintain the irrigation systems in all city owned park properties, secondary pump repairs, pump filters and repairs, PVC fittings and pipe, sprinkler heads and water meters. **Streetscape Maint:** $13,500 Irrigation repair and maintenance in the city owned park strips. Controller repair, PVC fittings and pipe, sprinkler heads, T-BOS controller replacement, controller repair and replacement.
426020	Weed Abatement	**Parks/Trails:** $10,100 Funds to purchase selective and non-selective herbicide for city owned park property, for invasive weed control. **Weed Abatement:** $4,200 Selective and non-selective herbicide for weed abatement control in the city owned natural spaces and right of ways, to be in compliance with the city ordinance. **Streetscape Maint:** $6,700 Selective and non-selective herbicide for weed abatement control in the city streetscape properties, for invasive weed management.
426030	Urban Forestry	**Parks/Trails:** $40k Funding for contracted tree pruning/tree removal, tree replacement, pruning tools, etc. **Streetscape Maint:** $40k Tree replacement and pruning in the miles of streetscape where the city maintains trees.
427000	Utilities	Utilities other than city-provided.
427010	Utilities - Interfund	**Parks/Trails:** $581,323 Payments to West Jordan for water, sewer, garbage and recycling, and storm water utilities.
431000	Professional & Technical	**Admin:** $7k This line is for consultants and professionl (outside) repairs - including turf analysis, pump trouble-shooting and repair, etc. **Parks/Trails:** $2,790 Technical services on the secondary pump stations, controller tech support, soil testing etc. **Natural Spaces:** $450 Consultation associated with noxious weeds and natural space maintenance.
431860	Park Strip Maintenance Contract	**Streetscape Maint:** $134,633 This is a contracted service for landscape maintenance. Park Strip Contract and Fairway Estates Contract. This also accounts for yearly growth that is address through mid-year amendments. Decrease of 10.8% to reflex new contract.
433000	Training	**Admin:** $5,000 Training and certifications for the Parks Division. CDL testing and renewal. Pesticide recertification testing, flagger certification, arborist certification, sports field manager training, forklift certification, CPO, CEU's, NRPA Conference. **Snow Removal:** $1,000 Classroom and simulation trianing for snowplows and trucks.
448000	Other Supplies	**Parks/Trails:** $27,100 Miscellaneous services for the Parks Department such as, portable toilet rental, small equipment rental, electrical repair for parks facilities, and urban wildlife control for city owned properties. **Athletic Fields:** $27,100 Supplies for the on-going maintenance of the soccer and baseball fields. (Irrigation supplies, striping paint)

462100	Misc Services	**Parks/Trails:** $12,000 Miscellaneous services for the Parks Department such as, portable toilet rental, small equipment rental, electrical repair for parks facilities, and urban wildlife control for city owned properties.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles

Final Budget

Fiscal Year 2019/2020

CEMETERY

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Cemetery Sexton	GR58	1		GR58	1	
		1	**0**		**1**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	YTD Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	49,561	53,166	53,112	56,399	
411001	Salaries - Part-time	-	-	-	-	
411003	Overtime	951	1,500	4,060	3,500	
411030	Leave Buyout	-	100	-	-	
411100	On-Call	192	400	312	400	
413110	Retirement	10,275	10,620	11,310	10,398	
413120	Health Insurance	18,864	20,564	21,143	19,000	
413130	Workers Compensation	509	674	575	565	
413140	Long-term Disability	93	672	484	513	
413150	Unemployment	48	53	54	56	
		80,493	**87,749**	**91,050**	**90,831**	4%
OPERATIONS						
421500	Memberships	50	200	-	200	
424000	Office Supplies	84	673	264	500	
425000	Equipment Supplies & Maintenance	14,672	15,750	6,638	17,750	
425010	Uniforms	171	500	-	500	
425500	Fleet Operations & Maintenance	9,765	9,296	10,066	8,973	
426000	Buildings and Grounds	12,131	13,000	12,000	16,000	
426010	Irrigation	2,876	3,500	2,910	3,500	
426020	Weed Abatement	1,096	1,500	-	1,500	
427000	Utilities	3,528	5,500	4,410	4,500	
428000	Telephone	-	-	-	-	
433000	Training	-	700	60	700	
433100	Travel	-	-	-	200	
448000	Other Supplies	1,755	3,000	1,800	1,000	
		46,128	**53,619**	**38,148**	**55,323**	3%
TOTAL CEMETERY		**126,621**	**141,368**	**129,198**	**146,154**	3%

CEMETERY

JUSTIFICATION

421500	Memberships	Membership for UCPA
424000	Office Supplies	Office supply funds for Cemetery general operation. (paper, pens,
425000	Equipment Supplies & Maintenance	This is for the service and maintenance of equipment and related supplies for the cemetery operation. This also includes the lease payment for the Cemetery backhoe in the amount of $10,750. In addition it is the replacement account for equipment. Increase of 12.7% for backhoe adjusted lease agreement.
425010	Uniforms	Uniform funds for the Cemetery Sexton, pants, shirts, sweatshirts, winter gear, steel toe safety boots.
426000	Buildings and Grounds	This funds the building and grounds maintenance program. Items such as; top soil, sod for grave repair, headstone repair, and maintenance of the cemetery buildings. Increase of 23% do to current trend in lot re-purchasing.
426010	Irrigation	Funds to maintain and repair the Cemeteries aging irrigation systems.
426020	Weed Abatement	Fertilizer and herbicide for the Cemetery grounds for turf health and weed control.
427000	Utilities	Funds for utilities for the Cemetery facilities. Based off of current usage.
428000	Telephone	Funds for the Cemetery Sexton cell phone service and air card fees.
433000	Training	aining funds for non-commercial pesticide applicators certification, CDL license, flagger certification, confined space training, forklift training, and CEU's for certifications. Registration for Utah Cemeteries Parks association conference.
448000	Other Supplies	Supplies for cemetery such as tools and miscellaneous materials.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles

Final Budget

Fiscal Year 2019/2020

FIRE DEPARTMENT

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Fire Chief	GRP87	1		GRP87	1	
Deputy Fire Chief	GRP81	2		GRP81	1	
Battalion Chief	GRF74	4		GRF74	5	
Fire Captain II	GRF68	14		GRF68	13	
Fire Captain I	GRF65			GRF65		
Paramedic II	GRF63	38		GRF63	40	
Paramedic I	GRF61			GRF61		
Fire Engineer II	GRF59	13		GRF59	12	
Fire Engineer I	GRF57			GRF57		
Firefighter II	GRF55	18		GRF55	18	
Firefighter I	GRF53			GRF53		
Fire Service Officer	GR45	2	1	GR45	2	
Fire Records Ops Manager	GR53	1		GR53	1	
Executive Assistant	GR53	1		GR53	1	
Public Education Specialist				GR51	1	
Administrative Assistant	GR45	1				
		95	**1**		**95**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	6,617,681	6,734,738	6,915,290	6,990,442	
411001	Salaries - Part-time	-	18,187	-	-	
411002	Salaries - Other	2,625	4,900	-	-	
411003	Overtime	279,555	115,879	323,408	400,000	
411030	Leave Buyout	-	42,200	31,493	75,000	
411100	On-Call	15,393	17,200	13,306	-	
413110	Retirement	1,218,327	1,319,023	1,256,578	1,244,784	
413120	Health Insurance	1,279,389	1,635,532	1,542,204	1,536,695	
413130	Workers Compensation	100,948	119,230	110,759	105,419	
413140	Long-term Disability	43,303	80,007	72,130	62,666	
413150	Unemployment	6,492	6,348	6,891	7,022	
413170	Uniform Allowance	111	4,320	-	-	
		9,563,825	**10,097,564**	**10,272,059**	**10,422,028**	3%
OPERATIONS						
421000	Books & Subscriptions	1,601	3,594	2,700	3,725	
421500	Memberships	1,345	2,120	-	2,060	
424000	Office Supplies	4,369	5,940	3,753	5,370	
425000	Equipment Supplies & Maintenance	159,647	336,118	198,632	171,213	
425010	Uniforms	70,134	118,620	130,000	120,000	
425500	Fleet Operations & Maintenance	315,510	310,452	285,958	321,433	
426000	Buildings & Grounds	134,529	8,400	1,949	3,800	
427000	Utilities	43,579	45,000	42,616	45,000	

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
428000	Telecommunications	31,712	-	3,526	-	
431000	Professional & Technical Services	387,344	480,486	434,738	274,957	
431010	Valley Emergency Communications Ce	-	-	-	172,658	
433000	Training	19,739	48,725	34,929	36,500	
433100	Travel	2,485	10,150	1,126	9,900	
445000	Other Supplies	71,847	35,700	5,477	35,700	
445100	Emergency Operations	6,522	9,460	7,308	9,460	
445300	Department Awards	2,126	5,580	4,352	6,500	
446010	Prevention & Preparedness	1,767	5,500	3,706	5,500	
		1,254,258	**1,425,845**	**1,160,770**	**1,223,776**	-14%
GRANT-FUNDED						
474011	Grant-funded Supplies	31,861	-	-	-	
		31,861	**-**	**-**	**-**	
CAPITAL & LEASES						
424100	Building Lease	-	-	-	-	
425501	Fleet Replacement	462,793	512,131	513,358	526,963	
425511	Vehicle Operating Lease	38,095	-	21,237	-	
425521	Equipment Operating Lease	-	-	-	-	
		500,888	**512,131**	**534,595**	**526,963**	3%
TOTAL FIRE		**11,350,832**	**12,035,540**	**11,967,424**	**12,172,767**	1%

FIRE DEPARTMENT

NOTES

Nine firefighers in FY19 budget funded with property tax increase.
Consolidation of Fire Administration (2201), Fire Prevention (2202), Fire Operations (2203), Emergency Operations Center (2204), HAZ-MAT (2205), Heavy Rescue (2206), and Inter-facility Transports (2207).

JUSTIFICATION

421000	Books & Subscriptions	Manadtory Fire and EMS recertification books, code books for fire prevention, digital/online subscription to the NFPA codes (annual), fire marshal books (3-yr)
421500	Memberships	Professional memberships, annual membership fee to purchase (rehab/cleaning supplies)
424000	Office Supplies	Office supplies, postage, toner, etc
425000	Equipment Supplies & Maintenance	Ambulance medical supplies and oxygen, station cleaning supplies, and annual air compressor maintenance. 12 Lead EKG program. SCBA bottles recertification testing.
425010	Uniforms	Replace bunker gear and helmets for 8 personnel; uniforms, bunker gear, coats, pants, boots, shirts and badges for 5 new hires and other personnel.
426000	Buildings & Grounds	Equipment needed for exterior maintenance of the 4 fire stations. Lawn Equipment, Snowblowers, salt, fertilizer and bark.
427000	Utilities	Electricity and natural gas utilities for the 4 fire stations.
431000	Professional & Technical Services	Mandatory maintenance fees for the new dispatch system. Medical Assessment fees. Outsourcing for Sprinkler plan reviews. Increased to reflect actual charges.
431010	Valley Emergency Communications Ce	FY2018 actual call volume 6,067. FY2017 actual call volume 6,032. Assessment increased 1.7% due to increased participation by other cities.
433000	Training	Required training for all firefighters to maintain their paramedic, emergency medical technician, Utah fire certifications. State certs are now every 2 years instead of 4 and there was also a price increase. Includes cost for 1 person to PM school. State Fire Chief Conference, SL Valley Fire Alliance, Arson Investigator's Conference, Haz-Mat training, heavy rescue training.
433100	Travel	Conference travel
445000	Other Supplies	Repair and/or replace as needed emergency firefighting small equipment, (Saws, blades, shovels, adaptors, tools, axes, etc.) AED and RTF equipment and supplies. Annual Haz-Mat supplies needed for program sustainment. These include sensors, flash suits, encapsulated suits, calibration of equipment, etc. Annual replacement supplies and equipment needed for Heavy Rescue program sustainment. This includes lumber, ropes, pulleys, tools, equipment repairs, etc.
445100	Emergency Operations	EOC equipment, repairs, and maintenance
445300	Department Awards	Promotional and retirement certificates, employee recognition and citizen awards. Honor Guard supplies and Employee Banquet.

446010	Prevention & Preparedness	Public education materials for fire safety programs. i.e. Stickers, badges, hats and badges. CERT Boy Scouts Merit Badges and CPR community training supplies.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Lease/replacement of vehicles
425511	Vehicle Operating Lease	Operating lease (rental) for fire vehicles
425521	Equipment Operating Lease	

POLICE DEPARTMENT

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Police Chief	GRP87	1		GRP87	1	
Deputy Police Chief	GRP81	2		GRP81	2	
Police Lieutenant	GRP74	7		GRP74	7	
Police Sergeant II	GRP68	18		GRP68	18	
Police Sergeant I	GRP65			GRP65		
Police Officer III	GRP59			GRP59		
Police Officer II	GRP55			GRP55		
Police Officer I	GRP53	94		GRP53	97	
Police Officer Support	GRP55			GRP55		
Police Officer In Training	GR45			GR45		
Police Budget Coordinator	GR65	1		GR65	1	
Police Technology Specialist	GR55	1		GR55	1	
Police Records Supervisor	GR54	1		GR54	1	
Background Investigator	GR53	0	2	GR53	0	2
Executive Assistant	GR53	1		GR53	1	
Crime Analyst	GR52	1		GR52	1	
Crime Prevention Speicalist	GR51	1		GR51	1	
Crime Scene Technician II	GR51	2		GR51	2	
Crime Scene Technician I	GR47			GR47		
Evidence Custodian	GR51	1	1	GR51	1	1
Police Records Technician III	GR47	2		GR49	1	
Community Service Officer	GR45	6		GR45	6	
Police Records Technician	GR43	8	5	GR45	9	5
		147	**8**		**150**	**8**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL					
411000 Salaries - Full-time	8,475,785	9,442,547	8,815,563	9,975,155	6%
411001 Salaries - Part-time	98,942	169,143	128,146	183,928	9%
411030 Leave Buyout	-	29,900	21,288	20,473	-32%
411050 Additional Pay	35,963	18,800	40,842	56,461	200%
411100 On-Call	13,570	15,400	15,442	15,400	0%
413110 Retirement	2,530,950	2,821,960	2,550,730	2,720,277	-4%
413120 Health Insurance	1,923,634	2,397,079	2,250,650	2,256,696	-6%
413130 Workers Compensation	109,414	133,385	113,566	123,420	-7%
413140 Long-term Disability	58,096	116,231	113,042	89,200	-23%
413150 Unemployment	8,531	9,365	8,981	10,180	9%
	13,254,884	**15,153,810**	**14,058,250**	**15,451,190**	2%

POLICE DEPARTMENT

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	YTD Actual FY 18-19	Final Budget FY 19-20	Change
OVERTIME						
411003	Overtime	338,508	347,020	308,078	367,020	
411005	Overtime - Traffic Enforcement	25,530	49,427	43,636	49,427	
411007	Overtime - DUI Enforcement	67,559	59,500	70,411	59,500	
411008	Overtime - Special	-	11,440	9,941	11,440	
411011	Overtime - Administrative	-	-	-	-	
		431,597	**467,387**	**432,066**	**487,387**	4%
OPERATIONS						
421000	Books & Subscriptions	-	1,500	-	1,500	
421500	Memberships	1,838	2,200	2,995	2,200	
424000	Office Supplies	14,445	16,000	20,960	16,000	
425000	Equipment Supplies & Maintenance	276,179	487,213	331,799	336,548	
425002	Equipment - Liquor Tax	65,632	80,000	60,388	80,000	
425010	Uniforms	100,475	123,404	100,371	113,697	
425200	Computers	12,228	53,522	-	-	
425500	Fleet Operations & Maintenance	582,555	613,657	22,200	636,978	
428000	Telecommunications	151,712	2,140	1,738	-	
431000	Professional & Technical Services	868,146	1,121,930	935,125	429,180	
431010	Valley Emergency Communications Ce	-	-	-	575,820	
433000	Training	44,912	86,078	183,750	69,178	
433100	Travel	21,943	37,974	28,680	33,151	
445200	Special Operations	4,500	7,000	3,427	7,000	
445900	Firearms Range	6,000	15,000	11,551	15,000	
446000	Crime/Fire Prevention	3,957	5,000	3,308	5,000	
446100	Citizens Academy	1,555	1,500	1,850	1,500	
448000	Other Supplies	2,244	2,500	1,899	10,500	
448001	School Programs	2,740	7,000	342	7,000	
448020	Equipment - Fed Asset Forfeitures	39,692	41,181	27,626	30,000	
448022	Equipment -State Asset Forfeitures	20,621	-	-	90,583	
451000	Insurance	-	-	-	-	
		2,221,374	**2,704,799**	**1,738,009**	**2,460,835**	-9%
CAPITAL & LEASES						
425501	Fleet Replacement	70,230	73,539	572,961	81,000	
425511	Vehicle Operating Lease	1,067,449	979,600	84,045	1,340,912	
425900	Police Vehicle Equipment	97,254	179,500	1,100,000	137,000	
		1,234,933	**1,232,639**	**1,757,006**	**1,558,912**	26%
TOTAL POLICE		**17,142,789**	**19,558,635**	**17,985,331**	**19,958,324**	2%

POLICE DEPARTMENT

NOTES

Three (3) sworn officers were added in FY 2020 to be assigned to schools.
Five (5) sworn officers were added in FY 2019.
Records technician positions received market adjustment in FY 2020.
Consolidation of Police Administration (2101), General Investigations (2102), Support Services (2103), and Patrol (2104).

JUSTIFICATION

421000	Books & Subscriptions	Criminal/Traffic Code books, Police Magazine, Polk Directory, and any other related subscriptions related to police investigatons.
421500	Memberships	IACP, Utah Police Chiefs, Nat'l Criminal Justice Assoc., FNINAA. These are professional organizations that are used by management for the most up-to-date ideas and are used in the development of plans and policies. Dues for Utah Training Officer Association, Int. Association for Identification, RMIN, and Pawn Shop Database.
424000	Office Supplies	Office supplies for all programs and divisions in the department; pens, notebooks, staples, tape, file folders, paper clips, etc. Also for mailing and shipping costs.
425000	Equipment Supplies & Maintenance	Ammunition, furniture, pepper spray, and any other law enforcement, evidence room and records equipment. Law enforcement equipment for our Patrol Division including new employee equipment, firearms, ammunition, and officer safety gear. FY 19-20 added $24,307 for ongoing costs approved during FY 18-19.
425002	Equipment - Liquor Tax	This is money from the Liquor Tax allocated to agencies to use for equipment to investigate drug and alcohol offenses.
425010	Uniforms	Yearly uniform replacements, damaged uniform repair/replacment, uniform accessories, new officer uniforms, ballistic vest purchase & replacement, uniform cleaning (including SWAT uniforms). FY 19-20 added $7,880 for ongoing costs approved during FY 18-19.
425200	Computers	Computer peripherals and supplies.
428000	Telecommunications	Provides Sprint phone service for our undercover detectives. All other departmental cell phones and MiFi's are being paid by IT.
431000	Professional & Technical Services	Psych. & medical evaluations, vaccinations required for 1st responders, State & County data processing, UCAN and the printing of forms and citation books, police software renewals. FY 19-20 added $68,396 in anticipated contract and service provider increases. Constables' court security and prisoner transport. Also extradition costs; travel and per diem for warrant officers recovering prisoners apprehended outside of West Jordan.
431010	Valley Emergency Communications Ce	FY2018 actual call volume 63,826. FY2017 actual call volume 63,819. Assessment decreased 7.2% due to increased participation by other cities.

JUSTIFICATION (continued)

433000	Training	Training funds are used to keep our officers and investigative staff up to date on the most recent law enforcement best practices. Trainings include language training, active shooter scenarios, descalation techniques, and police equipment training. FY 19-20 added $46,690 for ongoing training programs approved in the FY 18-19 budget.
433100	Travel	This covers the travel and accomodation expenses for the previously mentioned training. FY 19-20 added $19,930 in ongoing expenses approved in the FY 18-19 budget.
445200	Special Operations	Covert operations - including undercover drug buys, informants and other operational needs.
445900	Firearms Range	Lease/rental agreements for the use of the Murray PD range, Camp Williams, and other range fees and related expenses.
446000	Crime/Fire Prevention	Promotional Neighborhood Watch signs that are placed in neighborhoods. Similar signs, sticker badges, plastic badges, pencils, training DVD's, pamphlets to promote the program. Special Olympics annual torch run.
446100	Citizens Academy	Materials and supplies for the Citizen Academy - 2 sessions per year.
448000	Other Supplies	Awards, certificates, plaques, annual recognition event, flowers for deaths or other appropriate situations. Burner phones for undercover operations, miscellanous computer software and parts.
448001	School Programs	This is used for buying equipment and supplies for school activities such as DARE.
448020	Equipment - Fed Asset Forfeitures	This is for the purchase of equipment that will be used for controlled substances interdiction and enforcement activities in accordance with Utah Code Annotated 24-1-19(8). Funds will come from liability account 10-2146000.
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles. FY 19-20 added $24,800 for 8 officers added during FY 18-19.
425501	Fleet Replacement	Lease/replacement of vehicles
425511	Vehicle Operating Lease	Operating lease for motorcycles, patrol vehicles, and unmarked detective vehicles. FY 19-20 costs are based on a per vehicle projection per year and a three year lease rotation cycle in collaboration with Ben Roueche in Fleet. These costs have been under budgeted in the past and we are hopeful this projection will more accurately predict our lease costs.
425900	Police Vehicle Equipment	Vehicle equipment: radios, sirens, emergency lights & associated equipment, in-car video cameras, police markings, charges to transfer equipment from old to new cars (that are not covered by the fleet replacement fund).

Final Budget

Fiscal Year 2019/2020

CROSSING GUARDS

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	**Grade**	**FT**	**PT**	**Grade**	**FT**	**PT**
Crossing Guard Supervisor	GR51	1		GR51	1	
Crossing Guards	GR02		87	GR02		91
		1	**87**		**1**	**91**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	53,585	58,621	58,541	60,528	
411001	Salaries - Part-time	369,006	599,953	643,831	680,728	
411003	Overtime	-	-	-	-	
411030	Leave Buyout	-	100	-	-	
413110	Retirement	44,298	67,411	68,686	60,431	
413120	Health Insurance	12,305	14,191	13,587	22,515	
413130	Workers Compensation	5,351	5,887	8,969	7,414	
413140	Long-term Disability	3,676	741	5,784	550	
413150	Unemployment	412	465	681	741	
		488,633	**747,369**	**800,079**	**832,907**	11%
OPERATIONS						
425000	Equipment Supplies & Maintenance	1,539	2,687	3,135	2,687	
425010	Uniforms	1,543	3,384	5,230	3,384	
		3,082	**6,071**	**8,365**	**6,071**	0%
TOTAL CROSSING GUARDS		**491,715**	**753,440**	**808,444**	**838,978**	11%

NOTES

12 - 20 minute crossings - 180 days = 1,426 hours
182 - 30 minute crossings - 180 days = 32,760 hours
20 - 20 minute crossings - 227 days = 8,996 hours
24 - 20 minute crossings - 227 days = 5,448 hours

JUSTIFICATION

425000	Equipment Supplies & Maintenance	Orange cones, stop paddles, reflective vests and other related equipment for school crossings.
425010	Uniforms	One new uniform shirt per guard each year, replacements for old or damaged shirts, winter coats and reflective vests. Also the purchase of new winter coats for new guards.

ANIMAL CONTROL

STAFFING

	FY 18-19 Budget			FY 19-20 Budget		
Title	Grade	FT	PT	Grade	FT	PT
Animal Service Manager	GRP87	1		GRP87	1	
Animal Control Officer	GRP81	6		GRP81	6	
Police Records Technician	GRF74	2	1	GRF74	2	1
		9	**1**		**9**	**1**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL					
411000 Salaries Full-Time	359,659	375,892	339,131	402,955	
411001 Salaries Part/Seasonal	-	18,291	-	21,081	
411003 Overtime	12,158	11,400	19,033	11,565	
411030 Sick Leave Buyout	-	2,000	967	979	
411050 Additional Pay	680	-	-	500	
411100 On Call Salaries	2,991	3,000	3,428	3,000	
413110 Retirement	72,205	76,787	68,079	73,820	
413120 Medical & Dent. Insurance	88,044	109,537	86,903	109,821	
413130 Workers Compensation	3,070	3,946	3,065	3,667	
413140 Long-Term Disability	(74)	4,751	1,760	3,672	
413150 Unemployment	364	394	350	425	
	539,097	**605,998**	**522,716**	**631,485**	4%
OPERATIONS					
421500 Memberships	-	150	-	150	
425000 Equipment Supplies & Maintenance	14,014	17,669	16,297	17,669	
425001 Adoption Supplies	-	750	-	750	
425010 Uniforms	4,422	6,465	2,649	6,465	
425500 Fleet Operations & Maintenance	29,982	25,426	29,574	26,157	
431000 Professional & Technical Services	9,074	19,546	403	19,546	
431830 Pet Sterilization	4,431	7,900	7,079	7,900	
433000 Training	-	1,600	-	1,600	
433100 Travel	(178)	740	-	740	
461000 Other Supplies	945	3,900	1,829	3,900	
	62,691	**84,146**	**57,831**	**84,877**	1%
CAPITAL & LEASES					
425511 Vehicle Operating Lease	-	-	-	43,367	
	-	**-**	**-**	**43,367**	100%
TOTAL ANIMAL CONTROL	**601,788**	**690,144**	**580,547**	**759,729**	10%

ANIMAL CONTROL

NOTES

The City provides contract services for Animal Control for Murray City.

JUSTIFICATION

421500	Memberships	Utah Animal Control Association
425000	Equipment Supplies & Maintenance	Equipment used in the retrieval, treatment, sheltering, euthanasia and other services related to animals. This also covers the cost of supplies needed to run the shelter safely and to effectively run the pet adoption program.
425001	Adoption Supplies	These funds are for the support and promotion of the adoption program which includes supplies for the health and welfare of the animals in order to increase their adoptability. This line is offset by donations from private companies and individuals, revenue line 10-366050.
425010	Uniforms	Costs related to the purchase, cleaning and replacement of uniforms.
431000	Professional & Technical Services	Veterinary services, food, medical and other supplies that relate to the care of animals in the shelter. Mailing costs for pet license renewals.
431830	Pet Sterilization	The city requires every cat and dog that is adopted be spayed/neutered. This expenditure is an initial outlay by the department, but is recovered through the adoption fees paid by the adopting public. Fees recovering this cost are received in revenue account #10-341100.
433000	Training	Needed classes include: UACO annual conference, Chemical Capture Cert., Euthanasia Cert., POST for those not SFO certified, National A.C. Certification (level 1 & 2), Animal Cruelty Investigations (levels 1 & 2), Reptile Handling.
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training
461000	Other Supplies	Animal Control is required to clean, shelter and kennel the animals. This line covers cleaning supplies not provided by Facilities. This also pays for equipment like cat traps that need frequent repair or replacement.

POLICE SWAT

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
OPERATIONS						
425000	Equipment Supplies & Maintenance	132,651	129,050	110,301	123,150	
425010	Uniforms	21,956	46,104	29,929	33,840	
433000	Training	9,785	19,400	13,903	19,400	
433100	Travel	1,407	3,500	5,701	3,500	
TOTAL POLICE SWAT		**165,798**	**198,054**	**159,834**	**179,890**	-9%

JUSTIFICATION

425000	Equipment Supplies & Maintenance	Equipment and supplies related to WJPD's SWAT team. Examples include: duty ammunition, handguns, .223 rifles, .308 sniper rifles, 40 caliber handguns, 40 caliber sub-guns, flash bangs, impact munitions, gas, etc.
425010	Uniforms	Replacement uniforms, Cold weather gear, Body armor replacement/Vest (17 operators).
433000	Training	BTOC (Basic Tactical Operator Coarse) school, Explosive Breecher School (required certifications).
433100	Travel	This represents estimated travel and accomodations for training.

COURTS

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Judge		1			1	
Court Clerk Supervisor	GR54	1		GR55	1	
Court Clerk III	GR47	3		GR49	3	
Court Clerk II	GR43	5		GR45	5	
Court Clerk I	GR39			GR41		
		10	**0**		**10**	**0**

Grade minimum and maximum hourly rates are included in Appendix A - Staffing Document.

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
411000	Salaries - Full-time	522,082	545,749	533,752	577,251	
411003	Overtime	-	2,000	-	-	
411030	Leave Buyout	-	400	1,407	1,446	
413110	Retirement	106,751	111,773	107,442	109,323	
413120	Health Insurance	103,127	119,857	121,675	114,771	
413130	Workers Compensation	342	548	350	377	
413140	Long-term Disability	9,735	6,898	16,005	4,972	
413150	Unemployment	506	546	515	584	
413160	Vehicle Allowance	5,590	5,590	5,590	5,590	
		748,132	**793,361**	**786,736**	**814,314**	3%
OPERATIONS						
421000	Books & Subscriptions	940	1,050	953	1,085	
421500	Membership	902	745	-	760	
424000	Office Supplies	14,063	18,000	12,857	18,000	
425000	Equipment Supplies & Maintenance	365	1,275	1,354	1,125	
425010	Uniforms	251	250	-	-	
428000	Telephone	1,332	-	-	-	
431000	Professional & Technical Services	13,377	23,300	16,538	23,300	
431100	Jury	534	4,000	951	4,000	
433000	Training	865	1,600	1,483	1,600	
433100	Travel	3,808	5,220	6,500	5,220	
		36,437	**55,440**	**40,636**	**55,090**	-1%
TOTAL COURTS		**784,569**	**848,801**	**827,372**	**869,404**	2%

JUSTIFICATION

421000	Books & Subscriptions	UT Code, UT Advanced Reports, UT Court Rules
421500	Membership	Justice Court Membership, notary for 2 clerks, UT State Bar

424000	Office Supplies	Postage, forms, envelopes, paper, printing, water, office supplies
425000	Equipment Supplies & Maintenance	Receipt supplies, shredding agreement
431000	Professional & Technical Services	Process servers, judicial services, judge's lunchions, shredding, interpreters, bank fees
431100	Jury	Jury pay and hospitality as needed
433000	Training	BCI Confererence, Court Clerk Conference, Judge Conference, other training as needed (out-of-state)
433100	Travel	Per Diem, airfare, hotel costs for clerks to attend above training

DEBT SERVICE

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
OPERATIONS						
481000	Bond Principal	-	-	-	1,635,000	
482000	Bond Interest	-	-	-	207,822	
483000	Fiscal Agent Fees	-	-	-	10,000	
484000	Building Lease - PW	-	-	-	382,428	
TOTAL DEBT SERVICE		**-**	**-**	**-**	**2,235,250**	

NOTES

Debt service previously reported in the Capital Support Fund, along with associated property and sales tax revenue. As of FY 20, both revenue and expense have been moved back to the General Fund.
See the Long-term Debt Schedule for details on all outstanding debt of the City.

NON-DEPARTMENTAL

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
PERSONNEL						
413120	Leave Buyout - Retirements	211,859	225,000	240,000	250,000	
		211,859	**225,000**	**240,000**	**250,000**	11%
OPERATIONS (SHARED)						
431000	Professional & Technical Services	121,875	154,500	-	154,500	
432210	Utah League of Cities & Towns	60,487	60,139	-	68,000	
432500	Strategic Planning	-	-	-	-	
451100	Risk Management Assessment	511,905	800,000	800,000	1,000,000	
461001	Elections	164,823	-	-	196,000	
461028	Employee Events	31,886	41,000	50,338	41,000	
462040	Liablity Losses	-	-	-	-	
		890,976	**1,055,639**	**850,338**	**1,459,500**	38%
OPERATIONS (NON-SHARED)						
431800	Arts Council	19,063	40,150	40,150	66,150	
432130	Youth Court	35	-	-	-	
432200	Chamber of Commerce	48,000	48,000	47,040	12,000	
432220	Jordan River Commission	5,161	5,161	-	5,165	
432310	Sister City Committee	-	-	-	-	
432340	Healthy City Committee	7,083	11,000	1,028	11,000	
432351	Youth Committee	23,364	26,000	26,000	-	
432400	Historical Committee	5,993	5,933	-	5,933	
461007	Legal Public Defenders	107,850	120,000	103,102	120,000	
		216,549	**256,244**	**217,320**	**220,248**	-14%
SHARED SERVICES ALLOCATION						
425710	Cost Allocation to Other Funds	(177,619)	(266,839)	(266,839)	-	
493100	Allocated to Other Funds - Wages	-	-	-	(62,500)	
493110	Allocated to Other Funds - Operations	-	-	-	(364,875)	
		(177,619)	**(266,839)**	**(266,839)**	**(427,375)**	60%
TOTAL NON-DEPARTMENTAL		**1,141,766**	**1,270,044**	**1,040,819**	**1,502,373**	18%

NON-DEPARTMENTAL

NOTES

25% of eligible costs are allocated to other funds for shared services
Increase due to elections
Consolidation of Non-Departmental (1008), portions of City Council (1001), and Elections (1006).

JUSTIFICATION

413120	Health Insurance	Retiree payment(s)
431000	Professional & Technical Services	Lobbyist contracts
451100	Risk Management	Property insurance, liability claims, and legal expenses
461001	Elections	Services provided by Salt Lake County Elections Division. The County provides the services, but are not limited to: 1) Ballot layout, design, printing, etc; 2) Machince programming and testing; 3) Delivery of supplies; 4) Early Voting; 5) Tabulating, canvass reporting; 6) Polling locations, Poll Workers, etc., and 7) Direct payment of all costs. ($193,000) Budget includes noticing requirements per Utah Code ($3,000)
461007	Legal Public Defenders	By State Law the City must contract with an outside Legal Defender for indigent defense. The Administrative Office of the Courts has informed the City that this must be paid from any program other than the Courts or the Attorneys.
461028	Employee Events	Employee Christmas luncheon ($11,000) and summer picnic (%30,000)

TRANSFERS OUT

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TRANSFERS OUT						
494300	Transfer - Capital Support	-	-	-	-	
494400	Transfer - Road Capital	750,000	750,000	750,000	850,000	
494500	Transfer - Parks Capital	-	-	-	-	
494700	Transfer - Buildings Capital	6,423,448	-	357,850	50,000	
495700	Transfer - Streetlight	-	-	-	-	
496000	Transfer - Municipal Bldg Authority	-	-	-	-	
498610	Transfer - CRA 1	-	50,000	50,000	50,000	
TOTAL TRANSFERS OUT		**7,173,448**	**800,000**	**1,157,850**	**950,000**	19%

JUSTIFICATION

494400	Road Capital	50% of the Sales Tax - Transportation (4th Qtr) revenue
494700	Buildings Capital	For remodel of City Hall for passport services
498610	CRA 1	

FISCAL YEAR

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SPECIAL REVENUE FUNDS

Class C Roads Fund
Community Development Block Grant

Final Budget

Fiscal Year 2019/2020

CLASS C ROADS (112)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 6,033,532	$ 4,950,881	$ 4,950,881	$ 4,090,258
Revenues	3,890,406	4,065,000	4,093,000	4,443,000
Expenditures	(1,118,362)	(1,844,503)	(1,703,623)	(1,786,726)
Transfers Out	(3,854,695)	(3,250,000)	(3,250,000)	(3,250,000)
Ending Fund Balance	**$ 4,950,881**	**$ 3,921,378**	**$ 4,090,258**	**$ 3,496,532**

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
335600	Class C Road Funds	3,797,401	4,000,000	4,000,000	4,350,000	
361100	Class C Road Interest	93,005	65,000	93,000	93,000	
TOTAL REVENUE		**3,890,406**	**4,065,000**	**4,093,000**	**4,443,000**	9%
USE OF FUND BALANCE						
387200	Use of Fund Balance	1,082,651	1,029,503	860,623	593,726	
TOTAL USE OF FUND BALANCE		**1,082,651**	**1,029,503**	**860,623**	**593,726**	
Total Revenue and Use of Fund Balance		**4,973,057**	**5,094,503**	**4,953,623**	**5,036,726**	
EXPENDITURES						
PERSONNEL						
411000	Salaries - Full-time	450,000	450,000	450,000	-	
413110	Retirement	95,000	95,000	95,000	-	
413120	Health Insurance	121,000	121,000	121,000	-	
413130	Workers Compensation	6,800	6,800	6,800	-	
413140	Long-term Disability	5,400	5,400	5,400	-	
413150	Unemployment	460	460	460	-	
493100	Allocated from Streets - Wages	-	-	-	621,070	
		678,660	**678,660**	**678,660**	**621,070**	-8%
OPERATIONS						
425000	Equipment Supplies & Maintenance	-	5,450	2,000	5,450	
473002	Street Supplies	15,869	57,430	30,000	57,430	
473044	Curb/Gutter/Sidewalk	2,105	60,000	8,000	60,000	
473074	Manhole Collars	-	60,000	60,000	60,000	
473075	Road Striping	122,867	160,000	140,000	160,000	
473076	Sign Replacement	30,000	40,000	32,000	40,000	
473082	Traffice Signal Maintenance	84,517	115,000	85,000	115,000	
473090	Pavement Maintenance	142,335	130,000	130,000	130,000	
		397,693	**627,880**	**487,000**	**627,880**	0%

CLASS C ROADS (112)

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
CAPITAL & LEASES					
425501 Fleet Replacement	42,009	42,009	42,009	42,009	
424100 Building Lease	-	495,954	495,954	495,767	
	42,009	**537,963**	**537,963**	**537,776**	0%
TOTAL EXPENDITURES	**1,118,362**	**1,844,503**	**1,703,623**	**1,786,726**	-3%
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE					
494400 Transfer to Roads Capital	3,854,695	3,250,000	3,250,000	3,250,000	
Contribution to Fund Balance	-	-		-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO	**3,854,695**	**3,250,000**	**3,250,000**	**3,250,000**	0%
Total Expenditures and Contribution to Fund Balance	**4,973,057**	**5,094,503**	**4,953,623**	**5,036,726**	

CLASS C ROADS (112)

NOTES

Allocation of 33% of streets wages

JUSTIFICATION

425000	Equipment Supplies & Maintenance	Charge for lease/replacement of vehicles.
473002	Street Supplies	Last year's amount $56,301 + 2% = 57,427
473044	Curb/Gutter/Sidewalk	Maintenance of curb, gutter and sidewalk to provide safe walking routes. Add $10,000 more for materials and contracts to remove trip hazards
473074	Manhole Collars	Maintenance or replacement of manhole collars throughout the city. Quantity of work requires $10,000 additional funding.
473075	Road Striping	Road striping of city right-of-ways to ensure safe vehicle lanes, turning pockets. Add $30,000 due to present needs and multiple requests by elected officials and public for additional re-striping annual requests
473076	Sign Replacement	Replacement of city signs that are damaged or faded.
473082	Traffice Signal Maintenance	Maintenance of existing traffic signals with the addition of 2 signals. Last year's amount + $35000 due to three signal upgrades with Salt Lake County
473090	Pavement Maintenance	Provide pavement maintenance by overlay, chip sealing, slurry sealing, crack sealing, pothole repairs.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 930,047	$ 877,481	$ 877,481	$ 855,032
Revenues	553,442	762,574	570,600	1,107,606
Expenditures	(606,008)	(902,006)	(593,049)	(1,111,769)
Ending Fund Balance	$ 877,481	$ 738,049	$ 855,032	$ 850,869

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
331600	Community Development	551,777	762,574	566,000	1,107,606	
331610	Program Income	1,235	-	4,500	-	
361000	Interest Earnings	431	-	100	-	
TOTAL REVENUE		**553,442**	**762,574**	**570,600**	**1,107,606**	45%
USE OF FUND BALANCE						
387500	Prior Years Reserves	52,566	139,432	22,449	4,163	
TOTAL USE OF FUND BALANCE		**52,566**	**139,432**	**22,449**	**4,163**	-97%
Total Revenue and Use of Fund Balance		**606,008**	**902,006**	**593,049**	**1,111,769**	
EXPENDITURES						
PERSONNEL						
411000	Salaries Full-Time	76,252	78,780	78,877	81,287	
411030	Sick Leave Buyout	-	100	-	-	
413110	Retirement	15,359	15,694	15,579	14,999	
413120	Medical & Dent. Insurance	5,599	6,045	5,900	6,566	
413130	Workers Compensation	49	79	51	53	
413140	Long-Term Disability	2,937	996	2,800	676	
413150	Unemployment	74	79	75	82	
		100,271	**101,773**	**103,282**	**103,663**	
GRANT AWARDS - CURRENT YEAR						
473401	Administration	12,832	12,500	13,500	15,500	
473403	Assist Inc	99,598	150,000	150,000	175,000	
473404	Pantry	6,000	6,000	6,000	8,000	
473413	Travelers Aid	10,300	8,000	8,000	8,000	
473414	Downpayment Assistance	10,999	40,000	20,000	25,000	
473416	Legal Aid Society	12,000	12,000	12,000	12,000	
473420	South Valley Sanctuary	15,000	15,000	15,000	15,000	
473424	Community Health Centers	-	7,500	7,500	-	
473425	Debt Service 108 Loan Sc	-	190,000	-	160,000	

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
GRANT AWARDS - CURRENT YEAR (continued)						
473426	Street/Sidewalk Improve	-	117,921	-	45,716	
473430	Fsc - Crisis Nursery	12,000	12,000	12,000	12,000	
473433	Ywca - Crisis Shelter	15,000	10,000	10,000	-	
473435	Boys & Girls Club	-	-	-	-	
473442	Big Brothers Big Sisters	-	7,500	7,500	10,000	
473449	Sv Sanctuary - Fire Sprinkler	-	-	-	-	
473451	Jordan River Parkway Habitat R	-	-	-	-	
473453	Odyssey House	-	-	-	-	
473454	Cap Rent Assistance	10,000	10,000	10,000	10,000	
473455	The Inn Between	-	5,512	5,512	8,890	
473456	Columbus Center	-	7,000	7,000	-	
473458	Senior Charity Foundation	-	-	-	8,000	
481000	Principal	145,000	-	150,000	-	
482000	Interest- Ltd	11,905	-	7,455	-	
		360,633	**610,933**	**441,467**	**513,106**	
GRANT AWARDS - PRIOR YEAR						
473403	Assist Inc	30,000	15,000	15,000	25,000	
473408	Housing Rehabilitation	1,980	40,000	15,000	40,000	
473414	Downpayment Assistance	24,072	50,000	-	50,000	
473419	Sandy Counseling -Visions	-	1,500	-	-	
473426	Street/Sidewalk Improve	70,105	-	-	361,500	
473448	Valley Services	-	4,500	-	-	
473449	Sv Sanctuary - Fire Sprinkler	9,648	-	-	-	
473450	Econ Dev Revolving Loan	-	50,000	-	-	
473452	Sv Sanctuary - Hot Water	-	8,500	8,500	8,500	
473453	Odyssey House	-	6,500	6,500	-	
473454	Cap Rent Assistance	9,300	-	-	-	
473455	The Inn Between	-	10,000	-	10,000	
473457	Fsc - Windows	-	3,300	3,300	-	
		145,104	**189,300**	**48,300**	**495,000**	
TOTAL EXPENDITURES		**606,008**	**902,006**	**593,049**	**1,111,769**	
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE						
489000	Contribution to Fund Balance	-	-	-	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE		**-**	**-**	**-**	**-**	
Total Expenditures and Contribution to Fund Balance		**606,008**	**902,006**	**593,049**	**1,111,769**	

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

NOTES

80% of the CDBG Coordinator position listed in the General Fund under Community Preservation is allocated to this grant fund.

JUSTIFICATION

473401	Administration	Administrative funds are provided through the CDBG Program for training, travel, NCDA Board meetings, and program expenses. In addition, membership fees for National Community Development Assocation, Utah Housing Coalition and ZoomGrants reporting system.
473403	ASSIST In HER	ASSIST provides emergency home repairs and access improvements for low and moderate-income homeowners in West Jordan. Program participants usually have an income of 50% or less of the Salt Lake County median income.
473404	CAP - Midvale Food Pantry	The Community Action Program operates the South Valley Food Pantry located in Midvale. This facility provides a 3-day emergency food supply to low and moderate-income residents from West Jordan. Residents can visit the pantry as needed and the average number of visits per year is six.
473413	Travelers Aid (Road Home)	The Road Home operates a year-round homeless shelter in Salt Lake City and the family shelter in Midvale. This shelter provides housing, counseling and work placement services to homeless persons coming from West Jordan. CDBG funds are utilized for staffing to provide these services.
473414	Downpayment Assistance	The City of West Jordan offers a downpayment assistance program to low and moderate-income families wishing to purchase a home in the City. Applicatants cannot have owned a home in the past 2 years and are required to contribute a minimumn of $2,000 into the home purchase.
473416	Legal Aid	egal Aid Society of Salt Lake provides a legal assistance program for low and moderate-income residents from West Jordan. The services are provided to victim of domestic violence on matters of dealing with divorce, custody disputes, restaining orders, etc.
473420	South Valley Sanctuary	South Valley Sanctuary operates a Crisis Shelter and a Resource Center in West Jordan for victims of domestic violence. The Resource Center is located on the first floor of the West Jordan City Hall building. CDBG funding is provided for victim assistance staff at these facilities. This facility offers services to both men and women.
473425	Section "108" Payments	This is the annual payment for the Section 108 Loan utilized to construct the West Jordan Senior Citizen Center. This loan will be paid off this fiscal year.
473426	Street/Sidewalk Improvements	The CDBG Program provides for the construction of ADA access ramps in coordination with the West Jordan Street Overlay program.

JUSTIFICATION (continued)

473430	Family Support Center - Crisis Nursery	The Family Support Center operates a crisis nursery in Midvale. This facility offers daycare and some overnight services for children who require a safe place to stay while parents deal with various issues ranging from domestic violence to job search. Approximately 48% of the facility are low to moderateincome residents from West Jordan.
473442	Big Brother Big Sister	The Big Brothers Big Sisters program provides one-on-one mentoring to "At Risk" youth from West Jordan. This program provides interaction between a role model and youth from a home without one.
473454	CAP Rent Assistance	The Community Action Program provides housing counseling and rent assistance to persons facing eviction from their homes. This service is short term and recommendations usually come from the Jordan School District.
473455	The Inn Between	The INN BETWEEN operates a hospice facility for persons with no family pr no where to go in their final days of life. The facility serves low and moderate-income persons from West Jordan.
473458	Senior Charity Foundation	The Senior Charity Foundation offers mobile dental services to seniors in West Jordan. This service currently provides services for residents at the West Jordan Sugar Factory Senior apartment complex.

FISCAL YEAR

2020 Final Budget

SPECIAL IMPROVEMENT DISTRICTS

KraftMaid SID
Highlands SID

KRAFTMAID SPECIAL IMPROVEMENT DISTRICT (290)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 322,756	$ 343,612	$ 343,612	$ 349,612
Revenues	5,917	-	6,000	-
Expenditures	(255,417)	(870,910)	(870,910)	-
Transfer In	270,356	870,910	870,910	-
Ending Fund Balance	$ 343,612	$ 343,612	$ 349,612	$ 349,612

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE					
361000 Interest Earnings	5,917	-	6,000	-	
TOTAL REVENUE	**5,917**	**-**	**6,000**	**-**	
TRANSFERS IN AND USE OF FUND BALANCE					
387300 Transfer from RDA Fund	270,356	870,910	870,910	-	
387100 Use of Fund Balance	-	-	-	-	
TOTAL TRANSFER IN AND USE OF FUND BALANCE	**270,356**	**870,910**	**870,910**	**-**	
Total Revenue, Transfers In, and Use of Fund Balance	**276,273**	**870,910**	**876,910**	**-**	
EXPENDITURES					
481000 Principal	135,000	755,000	755,000	-	
482000 Interest- Ltd	120,417	114,410	114,410	-	
483000 Agents Fee	-	1,500	1,500	-	
TOTAL EXPENDITURES	**255,417**	**870,910**	**870,910**	**-**	-100%
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE					
489000 Contribution to Fund Balance	20,856	-	6,000	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE	**20,856**	**-**	**6,000**	**-**	0%
Total Expenditures and Contribution to Fund Balance	**276,273**	**870,910**	**876,910**	**-**	

HIGHLANDS SPECIAL IMPROVEMENT DISTRICT (270)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 14,761	$ 47,821	$ 47,821	$ 3,521
Revenues	52,918	44,000	71,000	95,000
Expenditures	(19,858)	(79,220)	(115,300)	(91,665)
Ending Fund Balance	$ 47,821	$ 12,601	$ 3,521	$ 6,856

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE					
344201 Res. Assessments Highlands	52,918	36,000	71,000	85,000	
344202 Comm Assessments Highlands	-	8,000	-	10,000	
TOTAL REVENUE	**52,918**	**44,000**	**71,000**	**95,000**	116%
TRANSFERS IN AND USE OF FUND BALANCE					
387100 Use of Fund Balance	-	35,220	44,300	-	
TOTAL TRANSFER IN AND USE OF FUND BALANCE	**-**	**35,220**	**44,300**	**-**	
Total Revenue, Transfers In, and Use of Fund Balance	**52,918**	**79,220**	**115,300**	**95,000**	
EXPENDITURES					
427000 Utilities	281	2,000	300	350	
431810 Contract Services	19,577	77,220	115,000	91,315	
TOTAL EXPENDITURES	**19,858**	**79,220**	**115,300**	**91,665**	16%
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE					
489000 Contribution to Fund Balance	33,060	-	-	3,335	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE	**33,060**	**-**	**-**	**3,335**	0%
Total Expenditures and Contribution to Fund Balance	**52,918**	**79,220**	**115,300**	**95,000**	

FISCAL YEAR

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CAPITAL IMPROVEMENT FUNDS

Capital Support Fund
Road Capital Fund
Parks Capital Fund
Buildings Capital Fund

Final Budget

Fiscal Year 2019/2020

CAPITAL SUPPORT FUND (430)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 1,076,360	$ 841,208	$ 841,208	$ 1,060,908
Revenues	1,862,381	2,854,558	3,064,558	-
Expenditures	(1,847,533)	(1,851,958)	(1,844,858)	(564,097)
Transfer In	-	-	-	-
Transfer Out	(250,000)	(1,000,000)	(1,000,000)	(440,000)
Ending Fund Balance	**$ 841,208**	**$ 843,808**	**$ 1,060,908**	**$ 56,811**

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
311000	Property Taxes	758,468	759,896	759,896	-	
313000	Sales Tax	1,096,165	1,092,062	1,096,062	-	
336003	TRCC Grant (SL County)	-	1,000,000	1,000,000	-	
361000	Interest Earnings	7,748	2,600	2,600	-	
364300	Sale Of Land	-	-	206,000	-	
TOTAL REVENUE		**1,862,381**	**2,854,558**	**3,064,558**	**-**	-100%
TRANSFERS IN AND USE OF FUND BALANCE						
387500	Use of Fund Balance	235,152	-	-	1,004,097	
TOTAL TRANSFER IN AND USE OF FUND BALANCE		**235,152**	**-**	**-**	**1,004,097**	
Total Revenue, Transfers In, and Use of Fund Balance		**2,097,533**	**2,854,558**	**3,064,558**	**1,004,097**	
EXPENDITURES						
431000	Professional & Tech	-	-	-	60,000	
474220	Equipment - Fire	-	-	-	295,389	
474310	Equipment - Streets	-	-	-	208,708	
481000	Principal	1,580,000	1,605,000	1,605,000	-	
482000	Interest- Ltd	264,633	236,958	236,958	-	
483000	Agents Fee	2,900	10,000	2,900	-	
TOTAL EXPENDITURES		**1,847,533**	**1,851,958**	**1,844,858**	**564,097**	-70%

CAPITAL SUPPORT FUND (430)

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE						
494500	Transfer-Parks Capital	-	-	-	440,000	
494700	Transfer-Buildings Capital Fund	250,000	1,000,000	1,000,000	-	
CONTRIBUTION TO FUND BALANCE		**250,000**	**1,000,000**	**1,000,000**	**571,012**	0%
Fund Balance		**2,097,533**	**2,851,958**	**2,844,858**	**1,135,109**	

CAPITAL SUPPORT FUND (430)

NOTES

Property tax and sales tax revenue has been budgeted in the General Fund revenues.
Principal, interest, and fiscal agent fees has been budgeted in the General Fund under Debt Service.
This fund will be repurposed to serve as a general capital improvements project fund.

JUSTIFICATION

ONE-TIME EXPENSES

		Cost
474220	Replace current non-compliant SCBA's with NFPA approved SCBA's	295,389
474310	Brine System	208,708
431000	Economic development studies	50,000
431000	Strategic planning	10,000

ROAD CAPITAL FUND (440)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 8,992,627	$ 7,336,726	$ 7,336,726	$ 6,843,044
Revenues	2,507,391	6,368,000	3,015,000	8,625,000
Expenditures	(8,767,988)	(15,113,233)	(7,508,682)	(12,593,988)
Transfer In	4,604,695	4,000,000	4,000,000	4,100,000
Ending Fund Balance	$ 7,336,726	$ 2,591,493	$ 6,843,044	$ 6,974,056

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
337400	Misc Intergovernment Rev	96,000	5,000,000	1,500,000	7,625,000	
361000	Interest Earnings	55,947	18,000	50,000	-	
361100	Class C Road Interest	8,462	-	5,000	-	
361200	Interest Inc. - Rest Cash	74,585	-	60,000	-	
382400	Road Impact Fee	2,272,397	1,350,000	1,400,000	1,000,000	
TOTAL REVENUE		**2,507,391**	**6,368,000**	**3,015,000**	**8,625,000**	35%
TRANSFERS IN AND USE OF FUND BALANCE						
382500	Transfer From Class C Roads	3,854,695	3,250,000	3,250,000	3,250,000	
382501	Transfer from General Fund (ST)	750,000	750,000	750,000	850,000	
387500	Use of Fund Balance	1,655,902	4,745,233	493,682	-	
TOTAL TRANSFER IN AND USE OF FUND BALANCE		**6,260,597**	**8,745,233**	**4,493,682**	**4,100,000**	
Total Revenue, Transfers In, and Use of Fund Balance		**8,767,988**	**15,113,233**	**7,508,682**	**12,725,000**	
EXPENDITURES						
CAPITAL IMPROVEMENTS						
473000	Construction Projects	7,877,737	14,604,551	7,000,000	12,246,925	
473823	Land And Bldg Purchases	127,380	-	-	-	
474040	Developer Reimbursement	250,000	-	-	-	
		8,255,118	**14,604,551**	**7,000,000**	**12,246,925**	-16%
SHARED SERVICES ALLOCATION						
425701	Direct Services Fee	512,870	508,682	508,682	-	
493100	Allocated Wages	-	-	-	276,159	
493110	Allocated Operations	-	-	-	70,904	
		512,870	**508,682**	**508,682**	**347,063**	-32%
TOTAL EXPENDITURES		**8,767,988**	**15,113,233**	**7,508,682**	**12,593,988**	-17%

ROAD CAPITAL FUND (440)

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE					
489000 Contribution to Fund Balance	-	-	-	131,012	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE	**-**	**-**	**-**	**131,012**	0%
Fund Balance	**8,767,988**	**15,113,233**	**7,508,682**	**12,725,000**	

ROAD CAPITAL FUND (440)

JUSTIFICATION

REVENUE

337400	Intergovernmental Revenue	$475,000 Corridor Preservation Funds $1,250,000 Federal Grants $5,000,000 State Grants $900,000 Salt Lake County Grants
382400	Road Impact Fees	Reflect general development growth in the city and relatively balanced across residential and commercial projects.
382500	Transfer from Class C Roads	The portion of the City's state-allocated Class C road funds for capital projects.
382501	Transfer form General Fund (ST)	50% of the estimated revenue from the new 4th quarter-of-a-quarter percent sales tax dedicated to transportation. The remaining 50% remains in the General Fund for streets maintenance and operations.

EXPENDITURES

493100	Allocated Wages	11% of Engineering and GIS, 18% of Capital Projects personnel and operations located in the General Fund
493110	Allocated Operations	

CONSTRUCTION PROJECTS

Master Plan		Cost	Weight
1	7800 S 40-48 W (NBH Realignment) {State Grant #1}	5,200,000	62
3	7800 S (13 W to U-111) {State Grant #2}	500,000	
14	7000 S Railroad crossing (construction)	400,000	
NEW	8600 South - 5600 W to 6000 W (BRIDGE)	500,000	
43	1300 West: North Border to South Border	266,925	
trails	Gardner Village Trail (TRAX to JPW)	530,000	
trails	Jordan River Pedestrian Bridge	450,000	
3,15, 32	Developer reimbursement (Group #2 & 3)	250,000	
5	7000 S 1500 W Pedestrian Bridge - move to FY 19-20 if ready	150,000	
	Pavement Maintenance Projects (CRoad)	2,500,000	
	Traffic signal installation/ intersections	250,000	
multiple	Safe Sidewalk projects (citywide)	500,000	
	Road Maintenance Projects (Telecomm)	750,000	
		12,246,925	

5-Year Capital Plan

Fiscal Year 2019/2020

ROAD CAPITAL FUND (440)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES							** Includes revenue beyond 2025*		
Misc Intergovernmental Revenue									
Corridor Preservation Fund	475,000						475,000		
Federal Grants (1)	1,250,000	5,700,000	2,200,000		700,000	7,299,000	18,023,000		
State Grants - 4M #1 & 4M #2	5,000,000	500,000	500,000				6,000,000		
Salt Lake County Grants (2)	900,000	3,800,000					5,700,000		
Impact Fees	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	12,313,393		
Class C Road Funds	3,250,000	5,713,122	5,713,122	5,713,122	5,713,122	5,713,122	34,278,732		
Sales Tax - 4th Qtr of a Qtr (50%)	850,000	750,000	750,000	750,000	750,000	750,000	4,500,000		
Total Sources	**12,725,000**	**17,463,122**	**10,163,122**	**7,463,122**	**8,163,122**	**14,762,122**	**81,290,125**		
USES							** Includes costs beyond 2025*		
7800 S 40-48 W (NBH Realignment) {State Grant #1}	5,200,000	-					5,500,000		1
7800 S (13 W to U-111) {State Grant #2}	500,000	2,500,000	2,500,000				5,500,000		3
7000 S Railroad crossing (construction)	400,000						1,000,000		14
8600 South - 5600 W to 6000 W (BRIDGE)	500,000	6,000,000	5,500,000	Full funding not secured (property)			15,000,000		NEW
1300 West: North Border to South Border	266,925	4,334,625	4,804,650			5,124,960	15,000,000		43
Gardner Village Trail (TRAX to JPW)	530,000						530,000		trails
Jordan River Pedestrian Bridge	450,000						450,000		trails
Developer reimbursement (Group #2 & 3)	250,000	1,250,000	250,000	250,000	250,000	-	2,250,000		3,15, 32
7000 S 1500 W Pedestrian Bridge - move to FY 19-20 if ready	150,000	-	-	-	-	1,499,000	1,650,000		5
7000 South EIS (13 W to SR-154)		Full funding not secured (EIS)				1,000,000	2,000,000		5
9000 South 6200 West to U-111		Full funding not secured (property & construction)			1,000,000	1,000,000	5,000,000		6
Pavement Maintenance Projects (CRoad)	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	15,000,000		
Traffic signal installation/ intersections	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000		
Safe Sidewalk projects (citywide)	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000		multiple
Road Maintenance Projects	750,000	750,000	750,000	750,000	750,000	750,000	4,500,000		
Project Management (Shared Services Allocation)	347,063	375,000	400,000	425,000	450,000	475,000			
Total Uses	**12,593,988**	**18,459,625**	**17,454,650**	**4,675,000**	**5,700,000**	**13,098,960**	**77,880,000**		
Net change	**131,012**	**(996,503)**	**(7,291,528)**	**2,788,122**	**2,463,122**	**1,663,162**	**3,410,125**		

PARKS CAPITAL FUND (450)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 2,820,905	$ 3,826,314	$ 3,826,314	$ 4,296,624
Revenues	2,458,938	1,553,000	1,750,000	1,550,000
Expenditures	(1,453,529)	(7,085,437)	(1,279,690)	(5,225,297)
Transfer In	-	-	-	440,000
Ending Fund Balance	$ 3,826,314	$ (1,706,123)	$ 4,296,624	$ 1,061,327

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE					
361000 Interest Earnings	(1,163)	3,000	-	-	
361200 Interest Inc. - Rest Cash	60,607	50,000	50,000	50,000	
383000 Parks & Rec. Impact Fee	2,399,494	1,500,000	1,700,000	1,500,000	
TOTAL REVENUE	**2,458,938**	**1,553,000**	**1,750,000**	**1,550,000**	0%
TRANSFERS IN AND USE OF FUND BALANCE					
387443 Transfer from Capital Support Fund	-	-	-	440,000	
387500 Use of Fund Balance	-	5,532,437	-	3,235,297	
TOTAL TRANSFER IN AND USE OF FUND BALANCE	**-**	**5,532,437**	**-**	**3,675,297**	
Total Revenue, Transfers In, and Use of Fund Balance	**2,458,938**	**7,085,437**	**1,750,000**	**5,225,297**	
EXPENDITURES					
CAPITAL PROJECTS					
473000 Construction Projects	1,031,607	6,850,000	1,044,253	4,965,000	
473451 Jordan River Parkway Habitat R	201,948	-	-	-	
473823 Land Purchases	800	-	-	-	
	1,234,355	**6,850,000**	**1,044,253**	**4,965,000**	
SHARED SERVICES ALLOCATION					
425701 Direct Services Fee	219,174	235,437	235,437	-	
493100 Allocated Wages	-	-	-	207,119	
493110 Allocated Operations	-	-	-	53,178	
	219,174	**235,437**	**235,437**	**260,297**	
TOTAL EXPENDITURES	**1,453,529**	**7,085,437**	**1,279,690**	**5,225,297**	-26%

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change

PARKS CAPITAL FUND (450)

TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE					
489000 Contribution to Fund Balance	1,005,410	-	470,310	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE	**1,005,410**	**-**	**470,310**	**-**	0%
Total Expenditures and Contribution to Fund Balance	**2,458,939**	**7,085,437**	**1,750,000**	**5,225,297**	

PARKS CAPITAL FUND (450)

JUSTIFICATIONS

CONSTRUCTION PROJECTS

Master Plan		Cost	Weight
2019	Ron Wood Phase 3	3,000,000	90
2019	Trail Development (west side) 54.1 miles	300,000	90
2019	Upgrade existing parks & Trails (PK0010)	300,000	90
2019	Big Bend Park - Jordan River Project	350,000	75
2019	Maple Hills Park Phase 1	500,000	65
	Wild West JordanPlayground upgrades	400,000	
	Pickleball court conversion at Constitution Park	40,000	
New	Developer reimbursement	75,000	45
		4,965,000	

5-Year Capital Plan

Fiscal Year 2019/2020

PARKS CAPITAL FUND (450)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES							** Includes revenue beyond 2025*		
General Fund	440,000	1,985,661	1,327,795	1,068,897	764,907	864,907	12,547,260		
Impact Fees	1,500,000	1,030,781	3,533,767	1,131,306	667,305	1,000,000	11,927,100		
Bond Proceeds						50,000,000	50,000,000		
Total Sources	**1,940,000**	**3,016,442**	**4,861,562**	**2,200,203**	**1,432,212**	**51,864,907**	**74,474,360**		
USES							** Includes costs beyond 2025*		
Ron Wood Phase 3	3,000,000						3,000,000		
Ron Wood Phase 4 - Recreation Center						50,000,000	50,000,000		
Maple Hills Park Phase 1	500,000						500,000		
Maple Hills Park Phase 2		2,000,000					2,000,000		
Big Bend Park - Jordan River Project	350,000	350,000	350,000	350,000	350,000		1,750,000		
West Airport Park (old 29 Acre site) 74 S 46 W			3,000,000				3,000,000		
Barney's Detention Basin Park (Ascent Academy)				1,000,000			1,000,000		
Railroad Detention Park completion					450,000		450,000		
Trail Development (west side) 54.1 miles	300,000	300,000	300,000	300,000		300,000	2,500,000		
Park Acquisition - 13.2 acres gap fill						1,300,000	3,300,000		
Veteran's Park Expansion					2,000,000		2,000,000		
Upgrade existing parks & Trails (PK0010)	300,000	300,000	300,000				900,000		
Master Planned or Operations project						500,000	500,000		
Wild West playground upgrades	400,000						400,000		
Pickleball court conversion at Constituion Park	40,000						40,000		
Developer reimbursement	75,000	75,000	75,000	75,000	75,000	75,000	450,000		
Project Management (Shared Services Allocation)	260,297	275,000	300,000	325,000	350,000	375,000			
Total Uses	**5,225,297**	**3,300,000**	**4,325,000**	**2,050,000**	**3,225,000**	**52,550,000**	**71,790,000**		
Net change	**(3,285,297)**	**(283,558)**	**536,562**	**150,203**	**(1,792,788)**	**(685,093)**	**2,684,360**		

BUILDING CAPITAL FUND (470)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 1,503,693	$ 8,031,733	$ 8,031,733	$ 8,634,377
Revenues	300,835	165,700	265,000	183,000
Expenditures	(446,244)	(1,000,000)	(20,206)	(3,700,000)
Transfer In	6,673,448	1,000,000	357,850	50,000
Ending Fund Balance	$ 8,031,733	$ 8,197,433	$ 8,634,377	$ 5,167,377

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
361000	Interest Earnings	46,248	13,200	100,000	20,000	
361200	Interest Inc. - Rest Cash	9,952	4,500	-	6,000	
382200	Fire Impact Fee	81,198	48,000	55,000	57,000	
382300	Police Impact Fee	163,437	100,000	110,000	100,000	
TOTAL REVENUE		**300,835**	**165,700**	**265,000**	**183,000**	10%
TRANSFERS IN AND USE OF FUND BALANCE						
382500	Transfer From General Fund	6,423,448	-	357,850	50,000	
387443	Transfer From Cap Support	250,000	1,000,000	-	-	
387500	Use of Fund Balance	-	-	-	3,467,000	
TOTAL TRANSFER IN AND USE OF FUND BALANCE		**6,673,448**	**1,000,000**	**357,850**	**3,517,000**	
Total Revenue, Transfers In, and Use of Fund Balance		**6,974,283**	**1,165,700**	**622,850**	**3,700,000**	
EXPENDITURES						
473000	Construction Projects	446,244	1,000,000	20,206	3,700,000	
TOTAL EXPENDITURES		**446,244**	**1,000,000**	**20,206**	**3,700,000**	270%
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE						
489000	Contribution to Fund Balance	6,528,040	165,700	602,644	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE		**6,528,040**	**165,700**	**602,644**	**-**	0%
Total Expenditures and Contribution to Fund Balance		**6,974,284**	**1,165,700**	**622,850**	**3,700,000**	

BUILDING CAPITAL FUND (470)

JUSTIFICATION

CONSTRUCTION PROJECTS		Cost	Weight
	Cultural Arts Center	3,000,000	
	Building maintenance and upgrades	450,000	
	City Hall updates	250,000	
		3,700,000	

5-Year Capital Plan

Fiscal Year 2019/2020

BUILDING CAPITAL FUND (470)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES									
General Fund	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000		
Impact Fees	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000		
Bond Proceeds	3,000,000	2,600,000	-	1,700,000	500,000	3,800,000	11,600,000		
Total Sources	**3,750,000**	**3,350,000**	**750,000**	**2,450,000**	**1,250,000**	**4,550,000**	**16,100,000**		
USES									
Cultural Arts Center	3,000,000	3,000,000					6,000,000		
Building Upgrades and Asset Maintenance Fund	450,000	550,000	550,000	650,000	650,000	650,000	3,500,000		
Fire Station 56 & Police Subtation (NBH & U-111)				1,700,000	500,000	3,800,000	6,000,000		
City Hall upgrades	250,000	125,000	150,000	180,000			705,000		
Public Works Second Floor completion					220,000		220,000		
Buildings Master Plan		150,000					150,000		
Total Uses	**3,700,000**	**3,825,000**	**700,000**	**2,530,000**	**1,370,000**	**4,450,000**	**16,575,000**		
Net change	**50,000**	**(475,000)**	**50,000**	**(80,000)**	**(120,000)**	**100,000**	**(475,000)**		

FISCAL YEAR

2020 Final Budget

UTILITY FUNDS

Water Fund
Wastewater Fund
Solid Waste Fund
Storm Water Fund
Streetlight Fund

Final Budget

Fiscal Year 2019/2020

WATER FUND (510)

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Water Division Supervisor	GR67	1		GR67	1	
Water Repair Crew Supervisor	GR61	1		GR61	1	
Water System Lead	GR57			GR57		
Water System Operator II	GR53	17		GR53	17	
Water System Operator I	GR47			GR47		
Utility Maintenance Technician	GR41			GR44		
		19	**0**		**19**	**0**

NET POSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Net Position	$ 6,257,875	$ 11,234,210	$ 11,234,210	$ 8,039,539
Revenues	30,825,974	30,968,807	24,038,807	35,928,622
Expenditures	(25,849,638)	(36,821,842)	(27,233,478)	(35,093,039)
Ending Net Position	$ 11,234,210	$ 5,381,175	$ 8,039,539	$ 8,875,122

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE					
WATER SALES					
391110 Metered Sales-Availabilit	7,212,521	6,918,500	8,210,000	9,478,345	
391111 Metered Sales-Cap. Repl.	1,252,500	1,252,500	1,252,500	1,252,500	
391120 Metered Sales-Commodity	9,434,506	10,201,000	12,300,000	14,995,470	
391100 Metered Water Sales	(7,572)	-	-	-	
391130 Sales - Interfund	608,307	608,307	608,307	608,307	
391200 Flat Rate Water Sales	89,410	-	-	-	
391500 Misc Water Revenue	231,713	185,000	300,000	220,000	
391900 Reconnect/Admin Fees	27,470	-	20,000	-	
	18,848,856	**19,165,307**	**22,690,807**	**26,554,622**	
INTERGOVERNMENTAL					
332500 Water Resource Grant	60,800	-	-	-	
	60,800	**-**	**-**	**-**	
BOND PROCEEDS					
363500 Bond Proceeds	10,025,000	10,250,000	-	7,800,000	
	10,025,000	**10,250,000**	**-**	**7,800,000**	
IMPACT FEES					
388000 Water Distribution Impact	1,661,277	1,500,000	1,200,000	1,500,000	
	1,661,277	**1,500,000**	**1,200,000**	**1,500,000**	

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
INTEREST						
391230	Interest Inc. - Rest Cash	171,032	-	90,000	-	
392120	Interest W&S	32,345	44,500	50,000	65,000	
392130	Interest Income-Restr Cash	26,664	9,000	8,000	9,000	
		230,041	**53,500**	**148,000**	**74,000**	
TOTAL REVENUE		**30,825,974**	**30,968,807**	**24,038,807**	**35,928,622**	16%
TRANSFERS IN AND USE OF NET POSITION						
387700	Use of Net Position	5,048,665	5,853,035	3,194,671	-	
TOTAL TRANSFER IN AND USE OF NET POSITION		**5,048,665**	**5,853,035**	**3,194,671**	**-**	
Total Revenue, Transfers In, and Use of Net Position		**35,874,638**	**36,821,842**	**27,233,478**	**35,928,622**	
EXPENDITURES						
PERSONNEL						
411000	Salaries Full-Time	949,754	1,020,334	784,263	978,825	
411003	Overtime	41,076	3,000	71,923	55,000	
411030	Sick Leave Buyout	-	2,800	3,005	3,093	
411100	On Call Salaries	3,948	3,400	4,386	3,400	
413110	Retirement	195,737	203,419	167,700	177,524	
413120	Medical & Dent. Insurance	228,748	303,688	239,273	278,592	
413130	Workers Compensation	10,004	13,175	8,869	10,248	
413140	Long-Term Disability	6,925	12,897	6,316	8,926	
413150	Unemployment	967	1,020	916	982	
		1,437,158	**1,563,733**	**1,286,651**	**1,516,590**	-3%
OPERATIONS						
421000	Books & Subscriptions	343	450	-	450	
421500	Memberships	2,334	1,800	2,606	1,800	
424000	Office Supplies	1,198	4,000	1,217	4,000	
424100	Building Rent	-	249,367	249,367	249,272	
425000	Equipment Supplies & Main	58,892	132,070	50,000	101,350	
425010	Uniforms	9,851	7,000	10,524	9,000	
425500	Fleet O&M Charge	99,340	102,073	104,500	104,029	
426000	Building And Grounds	59,695	75,000	49,420	65,000	
427000	Utilities	546,639	625,000	587,705	656,250	
428000	Telephone	19,766	-	-	-	
431000	Professional & Tech	67,187	237,000	189,416	193,000	
431111	Pt-Samples	10,490	22,000	9,727	45,000	
431810	Contract Services	-	10,000	-	10,000	
433000	Training	12,005	7,200	5,133	7,600	
433100	Travel	3,322	3,600	2,392	3,600	

WATER FUND (510)

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
OPERATIONS (continued)						
448000	Other Supplies	145,504	515,000	275,000	520,000	
448010	Other Supplies - Metering	1,151,291	1,776,049	1,359,769	1,853,400	
448100	Source Of Supply	10,317,546	11,565,500	11,500,000	11,965,700	
461200	Clean Up Contengency	-	3,000	-	3,000	
461417	Conservation Programs	-	80,000	-	80,000	
462100	Miscellaneous Services	23	10,000	-	10,500	
474040	Developer Reimbursement	130,166	-	90,000	-	
		12,635,592	**15,426,109**	**14,486,776**	**15,882,951**	3%
CAPITAL & LEASES						
425210	Information Tech Lease	-	-	-	-	
425501	Fleet Replacement Charge	140,854	150,199	150,500	172,718	
466100	Canal Shares	87,923	24,750	15,000	24,750	
473000	Construction Projects	7,287,746	15,347,000	7,000,000	12,486,944	
473850	Water Rights	-	10,000	-	10,000	
474000	Equipment	-	5,000	-	-	
		7,516,523	**15,536,949**	**7,165,500**	**12,694,412**	-18%
DEBT SERVICE						
481000	Principal	1,635,000	1,630,000	1,630,000	1,665,000	
482000	Interest- Ltd	295,296	285,700	285,700	249,380	
483000	Agents Fee	1,500	3,500	3,000	3,500	
431205	Bond Issuance Costs	21,500	-	-	-	
		1,953,296	**1,919,200**	**1,918,700**	**1,917,880**	0%
SHARED SERVICES ALLOCATION						
425700	Interfund Service Fee	1,126,640	1,188,943	1,188,943	-	
425701	Direct Services Fee	1,155,429	1,161,908	1,161,908	-	
496700	Allocated Risk Mgmt	25,000	25,000	25,000	25,000	
493100	Allocated Wages	-	-	-	1,889,113	
493110	Allocated Operations	-	-	-	1,167,093	
		2,307,069	**2,375,851**	**2,375,851**	**3,081,206**	30%
TOTAL EXPENDITURES		**25,849,638**	**36,821,842**	**27,233,478**	**35,093,039**	-5%
TRANSFERS OUT AND CONTRIBUTION TO NET POSITION						
489000	Contribution to Net Position	-	-	-	835,583	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO NET POSITION		**-**	**-**	**-**	**835,583**	0%
Total Expenditures and Contribution to Net Position		**25,849,638**	**36,821,842**	**27,233,478**	**35,928,622**	

LONG-TERM DEBT

DEBT SERVICE COVERAGE

The City's bond covenanents require debt service coverage of 1.25.

	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Gross revenues [1]	20,718,807	24,038,807	28,128,622
Operating expenses [2]	(19,530,892)	(18,299,778)	(20,663,465)
Net revenue available for debt service	1,187,915	5,739,029	7,465,157
Principal	1,630,000	1,630,000	1,665,000
Interest and fees	289,200	288,700	252,880
Total	1,919,200	1,918,700	1,917,880
Coverage	0.62	2.99	3.89

[1] Includes water sales, impact fees, and interest income
[2] Total expenditures less debt service, construction projects, and canal shares

DEBT SERVICE SCHEDULE

	2013 Water Revenue Bond	2017 Water Revenue Bond	2019 Water Revenue Bond	
Purpose	Water Improvements	Water Tanks	Water Tanks	
Oustanding Principal	6,045,000	8,160,000	To be issued	
Original Issuance	2,990,000	10,025,000	7,500,000	
Interest Rates	2.20%	2.25%	Est. 2.33%	
Source	Water	Water	Water	
Date of Issuance	11/19/2013	8/9/2017	July 2019	
Term	10 years	10 years	10 years	TOTAL
FY 2020	790,780	1,123,600	-	1,914,380
FY 2021	789,830	1,127,450	845,000	2,762,280
FY 2022	788,550	1,125,737	845,000	2,759,287
FY 2023	786,940	1,128,575	845,000	2,760,515
FY 2024		1,125,850	845,000	1,970,850
FY 2025		1,127,675	845,000	1,972,675
FY 2026		1,123,938	845,000	1,968,938
FY 2027		1,124,750	845,000	1,969,750
			845,000	845,000
			845,000	845,000
			845,000	845,000
	3,156,100	**9,007,575**	**8,450,000**	

JUSTIFICATION

WATER FUND (510)

REVENUE

391110	Metered Sales-Availabilit	This estimate is based on current revenue trends and 1% population growth, but assumes that the 8% rate increase for January 2020, in the Raftelis Study will happen for FY2019-20.
391120	Metered Sales-Commodity	
391111	Metered Sales-Cap. Repl.	This revenue is tracked in this account as a portion of the Metered Sales-Availability revenue that is held in reserve and is dedicated to water infrastructure replacement.
391130	Sales - Interfund	This revenue comes from payments received from other funds for water used by city facilities as mandated by the Utah State Auditor.
391500	Misc Water Revenue	The flat rate water sales and the reconnection fee have been combined and added to this revenue line item.
388000	Water Distribution Impact	Reflect general development growth in the city and relatively balanced across residential and commercial projects.
391230	Interest Inc. - Rest Cash	Interest comes from the investment of idle cash. The city follows its own investment policy and the State Money Management Act.
392120	Interest W&S	
392130	Interest Income-Restr Cash	

EXPENDITURES

421000	Books & Subscriptions	Funds for books and manuals related to water distribution operations for researching and training.
421500	Memberships	Funds for memberships in water organizations for professional development and training opportunities. Rural Water of Utah (City), AWWA, Backflow Prevention dues.
424000	Office Supplies	unds for office supplies and materials to keep records, prepare reports, to keep office and field work organized, and funds for copier and printer supplies. Funds for printing required Annual Consumer Confidence Report and mailing to residents.
424100	Building Rent	Building rent payment for Public Works Building paid to the Municipal Building Authority.
425000	Equipment Supplies &	Funds pay for chemical reagents, parts, supplies, maintenance repairs, and replacements for testing equipment as necessary. Outsite technical services and diagnosis.
425010	Uniforms	Funds for uniform clothings and safety equipment. Uniforms for 18 employees.
426000	Building And Grounds	Funds for structural building maintenance and repairs, HVAC servicing and repairs, weed control, landscaping maintenance around water facilities, and snow removal.
427000	Utilities	Funds pay for power and heating operations at wells, booter pump stations, and other water facilities. Funds pay for power costs to operate SCADA, RTUs, and all other remote sites. Funds to refuel generators. Increased by 5% to accommodate the increase in power and fuel at the water facilities.

JUSTIFICATION (continued)

431000	Professional & Tech	Funds pay for SCADA system maintenance and programming adjustments. Servicing and maintenance repairs for RTUs and other instrumentation in the well buildings and the pump stations. Funds pay for Cross Connection software service agreement ($680/yr). GPS mapping equipment and maintenance. Additional for evaluating the U-111 pump station operation. Funds pay for maintenance repairs, parts, supplies, and professional consultations with contractor and services.
431111	Pt-Samples	Funds for required water quality samples and lab analysis fees. This includes bacteriological, complete inorganics, nitrates, lead & copper, fluoride, total trihalomethane and haloactic acids (disinfection by-products), pesticides, VOCs (volatile organic comtaminants), and radiologicals. Added EPA mandated sampling for UCMR4 ($30,000). Heavy Metals sampling $ 4500
431810	Contract Services	Funds to contract outside services as required to assist with special projects.
433000	Training	Training for water division staff. Tri-state, Rural water, Heavy Equip, flagger, state operator cert, Increased by 5% due to turn over and training of new employees.
433100	Travel	Travel and hotel expenses for training and conference attendence.
448000	Dept Supplies	Funds pay for maintenance and repairs/replacement to well, booster pumps, valves, pressure regulators, fire hydrants, meters, and all pipeline repairs. Funds for chlorine tablets. Funds to purchase roadbase, gravel, sand, asphalt, and cement. Funds to purchase materials, parts and supplies to preform special projects and maintenance on water distribution infrastructure. Special projects are additional projects or assignments given to the water department that not considered routine duties of the water department.
448010	Dept Supplies - Ub Meters	Funds to supply Commercial and Residential meters to contractors, replacement parts for repairs and required testing when needed. Increased by 5% ($88,200) for meter repair and replacement due to aging infrastructure.
448100	Source Of Supply	Wholesale water purchases from the Jordan Valley Water Conservancy District (JVWCD). Includes allowance for (1.46%) increase for growth and anticipated (2.0%) increase in the wholesale costs. Increase Estimated 19/20 yearly budget at $400,200.00
461200	Clean Up Contengency	Funds for cleanup and repairs to improvements that are damaged due to water breaks or other events that require the water department to help restore existing improvements.

JUSTIFICATION (continued)

461417	Conservation Programs	WaterSmart "customer engagement" program will be $80,000 for 2019-2020 and 80% ($64,000) of this will be reimbursed by a grant from Jordan Valley Water Conservancy District. City must pay upfront before getting reimbursed, so we are budgeting for the entire amount.
462100	Miscellaneous Services	Funds to provide system troubleshooting and/or repair for system components that may get hit through excavation. Includes any necessary equipment rental. Increased 5% due to market increase in service costs.
425500	Fleet O&M Charge	Charge for operation and maintenance of vehicles
425501	Fleet Replacement Charge	Charge for lease/replacement of vehicles
466100	Canal Shares	Funds for annual canal assessments for shares of canal water owned by City
473850	Water Rights	Funding for purchase of water rights, canal/water shares and other water rights resources such as attorney and appraisal costs.
496700	Allocated Risk Mgmt	Cost of liability insurance, claims, and risk management
493100	Allocated Wages	15% of administrative services, 48% of treasury, 60% of utility billing, 20% of PW administration, 13% of Engineering and GIS, 23% of Capital Projects personnel and operations located in the General Fund
493110	Allocated Operations	

CONSTRUCTION PROJECTS

		Cost	Weight
W-18	Well 5 Rehab, Generator & Upgrades	249,000	100
W-19	Well 4 Rehab, Generator & Upgrades	600,000	100
W-8	Well 8 - Ron Wood Park Well & Pump House	1,620,000	100
W-9	Well 9 - SL Community College Well - Rehab	450,000	100
D-3	Install a VFD on the smallest Zone 2 booster pump	300,000	100
OPS	SCADA Upgrades	793,180	100
S-5	Zone 4 - 4 MG Terminal Reservoir #2	2,100,000	95
BD-10	NBH Transmision Project - Zone 4	905,000	95
NEW	Well 3 - Rehabilitation	300,000	90
D-24	Ranch Rd. - hold and move to OBH PRV and 7800 S. 14 to 16 inch waterline lowering	180,000	90
OPS	7000 South Waterline adjustments/rebuilds	1,000,000	90
OPS	Arc Flash analysis, pump and motor maintenance contract scheduling	200,000	85
D-10	PRV-8 7000 S 5400 W (WJ Meadows - replacement)	100,000	60
OPS	8600 South - Canal WL replacement	75,000	45
	Developer reimbursement	100,000	
		8,972,180	

5-Year Capital Plan

Fiscal Year 2019/2020

WATER FUND (510)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES									
Water Rates	2,000,000	5,000,000	7,727,150	7,727,150	7,727,150	1,500,000	30,181,450		
Impact Fees	1,500,000	82,458	4,041,588	7,436,837	6,868,292	3,500,000	26,242,568		
Bond Proceeds	7,800,000		7,500,000	8,500,000	-	-	22,500,000		
Total Sources	**11,300,000**	**5,082,458**	**19,268,738**	**23,663,987**	**14,595,442**	**5,000,000**	**78,924,018**		
USES									
Well 5 Rehab, Generator & Upgrades	249,000						249,000	100	W-18
Well 4 Rehab, Generator & Upgrades	600,000						600,000	100	W-19
Well 8 - Ron Wood Park Well & Pump House	1,620,000						1,620,000	100	W-8
Well 9 - SL Community College Well - Rehab				450,000			450,000	100	W-9
Well 3 - Rehabilitation	300,000						300,000	90	NEW
Zone 4 - 4 MG Terminal Reservoir #2	2,100,000						4,393,713	95	S-5
NBH Transmision Project - Zone 4	905,000						905,000	95	BD-10
Ranch Rd. - hold and move to OBH PRV and 7800 S. 14 to 16 inch waterline lowering	180,000						180,000	90	D-24
Install a VFD on the smallest Zone 2 booster pump	300,000						300,000	100	D-3
Zone 3 - 3 MG Z3 North Reservoir & Transmission pipeline	5,189,764						5,189,764	100	S-14, BD-4, W-11
Zone 3 - 4.0 MG OBH Reservoir, OBH Transmission project			1,000,000				1,000,000	70	S-4, D-21
Install replacement 12 inch PVC - 7,900 LF (2700 W)			1,845,000				1,845,000	90	D-18
1300 W 6 inch WL abandonment		812,000					812,000	70	AC-2
Reconstruct AC lines w new PVC - 8,140 LF		1,088,000					1,088,000	55	AC-3, 4
Reconstruct AC lines w new PVC - 4,810 LF		690,000					690,000	55	AC-5, 6
Reconstruct AC lines w new PVC - 2,670 LF		357,000					357,000	55	AC-7
Reconstruct AC lines w new PVC - 4,600 LF		615,000					615,000	55	AC-11
Install new 8 inch PVC - 2,000 LF		273,000					273,000	70	F-2, F-3, F-5
Install new 12 inch PVC - 750 LF		122,000					122,000	70	F-6
PRV-8 7000 S 5400 W (WJ Meadows - replacement)	100,000						100,000	60	D-10
Zone 5 - 4.0 MG North Reservoir, 16 inch Transmission line and Booster Pump Station plus permanent power to Z6 Bench Res.			7,440,000				7,440,000	80	S-8, BD-4, W-11
Reconstruct AC lines w new PVC - 1,510 LF, 1,265 LF, 565 LF, 1,450 LF respectively		641,000					641,000	50	AC-1, 8, 9, AC-10
Zone 1 - 4.0 MG Airport Reservoir Replacement of 2.0 MG			5,454,000				5,454,000	140	S-1
Install new 8 inch PVC - 1,535 LF (Executive Dr.)		225,000					225,000	70	F-4
Install new 10 inch PVC - 690 LF		105,000					105,000	70	F-1
Update Master Plan (5 year update)		100,000					100,000	100	W-22
Reconstruct AC lines w new PVC - 2,520 LF			245,000				245,000	55	AC- 8, 9
Reconstruct AC lines w new PVC - 2,290 LF			809,000				809,000	55	AC-10, 11
Install 7,900 feet of 12-inch pipeline (zone 1/2)				1,348,000			1,348,000	90	D-17,18
Maples Z6 distribution change				54,000			54,000	30	D-20
Zone 1 - 3.0 MG Cemetery Reservoir Addition				4,500,000			4,500,000	75	S-2
Barney's Creek Well				1,620,000			1,620,000	100	W-10
Install new PRV's				143,000	143,000	143,000	429,000	60	D -6,7,8
Zone 5 - 4.0 MG South Reservoir, 20 inch Transmission line and Booster Pump Station				8,394,000			8,394,000	75	S-9, BD-11, BD-5, W
Ranch Rd. (Swiftwater Way) 10 inch PVC								50	D-24
Zone 7 North - 2.0 MG Reservoir Addition, 5,000 LF of 12-inch pipeline, Zone 7 Booster Pump Station					4,455,000		4,455,000	80	S-12, BD-6, W-16
Zone 7 South - 2.0 MG Reservoir Addition, 3260 LF of 16-inch pipeline, Zone 7 Booster Pump Station						4,235,000	4,235,000	80	S-13, BD-7, W-17
7000 South Waterline adjustments/rebuilds	50,000						50,000	90	OPS
SCADA Upgrades	793,180						793,180	100	OPS
Arc Flash analysis, pump and motor maintenance contract scheduling		200,000					200,000	85	OPS
8600 South - Canal WL replacement			75,000				75,000	45	OPS
Developer reimbursement	100,000	100,000	100,000	100,000	100,000	100,000	600,000	140	
Total Uses	**12,486,944**	**5,328,000**	**16,968,000**	**16,609,000**	**4,698,000**	**4,478,000**	**62,861,657**		
Net change	**(1,186,944)**	**(245,542)**	**2,300,738**	**7,054,987**	**9,897,442**	**522,000**	**16,062,361**		

Final Budget

Fiscal Year 2019/2020

WASTEWATER FUND (520)

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Wastewater Div Supervisor	GR67	1		GR67	1	
Wastewater Crew Supervisor	GR61	1		GR61	1	
Wastewater System Lead	GR57			GR57		
Wastewater System Operator II	GR53	13		GR53	13	
Wastewater System Operator I	GR47			GR47		
Utility Maintenance Technician	GR41			GR44		
Seasonal Laborer			1			1
		15	**1**		**15**	**1**

NET POSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Net Position	$ 9,165,613	$ 7,645,691	$ 7,645,691	$ 8,592,115
Revenues	10,826,078	9,459,153	10,865,350	11,290,914
Expenditures	(12,345,999)	(14,998,288)	(9,918,926)	(15,243,180)
Transfer In	-	-	-	-
Ending Net Position	$ 7,645,691	$ 2,106,556	$ 8,592,115	$ 4,639,849

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE					
WASTEWATER SALES					
393100 Sewer O & M	7,336,163	7,923,803	9,100,000	9,508,564	
393111 Sewer Capital Replacement	2,000,000	750,000	750,000	750,000	
393130 Sewer O&M - Interfund	5,550	5,350	5,350	5,350	
	9,341,713	**8,679,153**	**9,855,350**	**10,263,914**	18%
IMPACT FEES					
388400 Wastewater Impact Fee	1,358,351	650,000	900,000	900,000	
	1,358,351	**650,000**	**900,000**	**900,000**	38%
INTEREST INCOME					
392100 Interest Income	177,893	115,000	110,000	125,000	
392130 Interest Income-Restr Cash	(51,879)	15,000	-	2,000	
	126,014	**130,000**	**110,000**	**127,000**	-2%
TOTAL REVENUE	**10,826,078**	**9,459,153**	**10,865,350**	**11,290,914**	19%

WASTEWATER FUND (520)

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TRANSFERS IN AND USE OF NET POSITION						
387800	Use of Net Position	1,519,922	5,539,135	-	3,952,266	
TOTAL TRANSFER IN AND USE OF NET POSITION		**1,519,922**	**5,539,135**	**-**	**3,952,266**	
Total Revenue, Transfers In, and Use of Net Position		**12,345,999**	**14,998,288**	**10,865,350**	**15,243,180**	
EXPENDITURES						
PERSONNEL						
411000	Salaries Full-Time	731,894	694,627	813,701	766,226	
411001	Salaries Part/Seasonal	-	16,320	-	16,320	
411003	Overtime	10,406	5,000	25,000	25,000	
411030	Sick Leave Buyout	-	1,400	1,146	1,000	
411100	On Call Salaries	3,516	3,600	4,900	3,600	
413110	Retirement	145,479	140,080	163,165	139,015	
413120	Medical & Dent. Insurance	205,027	223,479	238,643	188,405	
413130	Workers Compensation	7,512	9,007	8,635	7,839	
413140	Long-Term Disability	5,832	8,780	8,038	6,963	
413150	Unemployment	702	711	813	767	
		1,110,367	**1,103,004**	**1,264,041**	**1,155,135**	5%
OPERATIONS						
421000	Books & Subscriptions	-	550	-	1,000	
421500	Memberships	20	1,650	-	1,650	
424000	Office Supplies	497	1,400	943	1,400	
424100	Building Rent	-	290,681	290,571	290,571	
425000	Equipment Supplies & Main	45,859	104,219	73,128	109,219	
425010	Uniforms	7,744	12,150	9,465	12,150	
425500	Fleet O&M Charge	115,085	112,817	124,000	113,569	
427000	Utilities	302	-	-	-	
428000	Telephone	9,770	-	-	-	
431000	Professional & Tech	26,088	115,689	64,613	82,689	
433000	Training	8,921	12,550	6,089	12,550	
433100	Travel	2,715	10,810	4,952	10,810	
448000	Other Supplies	46,060	125,600	69,956	117,600	
449100	Sewage Treat & Disp	4,474,390	4,400,000	4,880,000	5,600,000	
461200	Clean Up Contengency	-	15,000	-	15,000	
		4,737,451	**5,203,116**	**5,523,717**	**6,368,208**	22%
CAPITAL & LEASES						
425501	Fleet Replacement Charge	204,709	255,076	255,076	298,322	
425510	Vehicle Lease	-	-	-	-	
473000	Construction Projects	4,981,217	7,061,000	1,500,000	5,902,914	
		5,185,926	**7,316,076**	**1,755,076**	**6,201,236**	-15%

WASTEWATER FUND (520)

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
SHARED SERVICES ALLOCATION						
425700	Interfund Service Fee	589,049	621,623	621,623	-	
425701	Direct Services Fee	698,206	729,469	729,469	-	
496700	Allocated Risk Mgmt	25,000	25,000	25,000	25,000	
493100	Allocated Wages	-	-	-	970,080	
493110	Allocated Operations	-	-	-	523,521	
		1,312,255	**1,376,092**	**1,376,092**	**1,518,601**	10%
TOTAL EXPENDITURES		**12,345,999**	**14,998,288**	**9,918,926**	**15,243,180**	2%
TRANSFERS OUT AND CONTRIBUTION TO NET POSITION						
496000	Transfer to Municipal Building Authorit	-	-	-	-	
489000	Contribution to Net Position	-	-	946,424	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO NET POSITION		**-**	**-**	**946,424**	**-**	0%
Total Expenditures and Contribution to Net Position		**12,345,999**	**14,998,288**	**10,865,350**	**15,243,180**	

WASTEWATER FUND (520)

LONG-TERM DEBT

The City is in a joint venture of the South Valley Water Reclamation Facility. All debt related to the wastewater fund is issued through the Facility and secured with the revenues of the owning agencies. The Facility currently has 3 outstanding bonds: Series 2008, Series 2014, and Series 2018. Below is a schedule of the City's portion of debt service on those bonds. These payments are budgeted as an operating expense (Sewage Treatment & Disposal).

	2008 Sewer Revenue Bond	2014 Sewer Revenue Bond	2018 Sewer Revenue Bond	
Purpose of debt	Sewer Treatment Facility	Sewer Treatment Facility	Grit & Nutrient Project	
Oustanding Principal	4,582,412	11,707,794	8,385,000	
Original Issuance	7,011,081	13,946,310	9,085,000	
Interest Rates	2.30%	2.00% - 5.00%	4.00% - 5.00%	
Source	Sewer	Sewer	Sewer	
Date of Issuance	8/15/2008	8/26/2014	7/10/2018	
Term	20 years	15 years	10 years	TOTAL
FY 2020	441,408	1,207,744	1,154,600	2,803,752
FY 2021	441,430	1,219,736	1,153,000	2,814,166
FY 2022	441,269	1,204,435	1,150,200	2,795,904
FY 2023	441,243	1,202,325	1,151,625	2,795,193
FY 2024	441,345	1,202,547	1,151,750	2,795,642
FY 2025	441,249	1,200,549	1,149,625	2,791,423
FY 2026	441,274	1,200,660	1,150,125	2,792,059
FY 2027	441,411	1,213,185	1,153,000	2,807,596
FY 2028	441,338	1,212,230	1,153,125	2,806,693
FY 2029	441,369	1,209,645		1,651,014
FY 2030	441,499	1,209,065		1,650,564
FY 2031		1,205,892		1,205,892
	4,854,835	**14,488,013**	**10,367,050**	

WASTEWATER FUND (520)

JUSTIFICATION

REVENUES

388400	Wastewater Impact Fee	Fees need to keep pace with debt service requirements for the treatment plant. This impact fee is for the additional load placed on the system by new connections.
392100	Interest Income	Interest comes from the investment of idle cash. The city follows its own investment policy and the State Money Management Act.
392130	Interest Income-Restr Cash	
393100	Sewer O & M	These charges are for the sewer fee charged to every home and business in the city. This estimate is based on current revenue trends and 1% population growth. We have also assumed that the fees will increase 4% in January 2020 in accordance with the Raftelis Rate Study.
393111	Sewer Capital Replacement	This revenue is tracked in this account as a portion of the sewer utility fee dedicated to sewer infrastructure replacement. It is accumulated and tracked separately on the Balance Sheet.
393130	Sewer O&M - Interfund	This revenue comes from payments received from other funds for sewer services used by city facilities as mandated by the Utah State Auditor.

EXPENDITURES

421000	Books & Subscriptions	Funds for books,manuals, and training materials related to waste water collections operations.
421500	Memberships	Funds for memberships in waste water collections organizations for professional development and trainning opportunties. (APWA, Rural Water of Utah) Membership in the Water Enviorment Federation (WEF) and the Water Enviroment Federation of Utah (WEAU) for City appointments to the Board of the South Valley Water Recalamation Facility (SVWRF Treatment Plant Facility)
424000	Office Supplies	Funds for office supplies and materials to keep records, prepare reports, to keep office and field work organized, and funds for copier and printer supplies.
425000	Equipment Supplies & Main	Funds pay for parts, supplies, maintenance repairs, and replacements for equipment as necessary. Outside technical services and diagnosis. Funds for parts, supplies for minor repairs on small equipment; replacement if necessary. Outside technical service and diagnostics. Includes $15,000 for backhoe rental or lease needed to complete some larger tasks. Includes lease payment for Excavator. Funds to replace current underground locating sound.
425010	Uniforms	Funds for uniform clothing and safety equipment for waste water division employees. We budget $800 per employee for clothing allowance and winter coat, safety vests, coveralls, bibs, hard hats and other wearable PPE.

JUSTIFICATION (continued)

431000	Professional & Tech	Funds for software maintenance and annual software use agreements, funds for updates to software used in waste water operations, funds for staff to obtain and maintain CDL drivers licenses and certifications, testing fees. Also $12,189 for Wastewater Fund portion of Tischler Bise phase 2 impact fee study. Funds for payment of technical services provided by SVWRF staff including flow meter service, repair, calibration, and monitoring sewer flows. Contingency for consulting help with sewer system or SCADA issues. Funds for equipment to monitor inflows to the treatment plant. Funds to survey sewer pipeline easements and monitor easement conditions. Funds provided for employees to obtain required CDLs and Certifications. Funds pay for participation in the Blue Stakes services to send over excavation tickets. Consulting work, asset troubleshooting and repairs, GPS survey equipment. Also used for highering out professional traffic control on high traffic roads.
433000	Training	Funds for education and training seminars for staff to obtain and maintain CEU credits for waste water operator certifications required by the state. Networking and opportunity to keep the City informed on sewer treatment issues in the state, Includes funds for City representative on SVWRF Board to attend the annual WEAU Waste Water Conference in St George.
433100	Travel	Travel and hotel expenses for training and conference attendence.
448000	Dept Supplies	Funds to purchase materials/parts/tools in performing maintenance on wastewater system infrastructure. The infrasturcture include but not limited too are: wastewater line back-ups, repairs and recovery, manhole maintenance/repair, pipe repair and replacement, root control, mainline maintenance/repair/inspection. funds to purchase traffic control device trailer for wastewater operations. Funds for construction equipment rental as needed.
424100	Building Rent	Building rent payment for Public Works Building paid to the Municipal Building Authority.
425500	Fleet O&M Charge	Charge for operation and maintenance of vehicles
425501	Fleet Replacement Charge	Charge for lease/replacement of vehicles
425510	Vehicle Lease	Wastewater portion of internal lease payments for a jet truck - payment 7 of 8
449100	Sewage Treat & Dis+D84p	Treatment charges from the regional sewer treatment facility, the South
461200	Clean Up Contengency	Contingency funds for cleanup, sanitation and removal of wastewater from homes and businesses after sewer backups and/or storm drain flooding.
496700	Allocated Risk Mgmt	Cost of liability insurance, claims, and risk management

WASTEWATER FUND (520)

JUSTIFICATION (continued)

493100	Allocated Wages	6.25% of administrative services, 20% of treasury, 25% of utility billing, 15% of PW administration, 11% of Engineering and GIS, 18% of Capital Projects personnel and operations located in the General Fund
493110	Allocated Operations	

CONSTRUCTION PROJECTS

		Cost	Weight
SVWRF	SVWRF Series 2008 & 2014 Bond payment - Plant 4D Expansion	1,652,679	145
SVWRF	SVWRF Series 2018 Bond payment - Phosphorus & Grit removal	1,150,235	130
OPS	7800 South - inspect 36" trunk	200,000	120
New	Master plan update	50,000	100
8a	Jordan View Estates - backlot sewer repairs	300,000	95
8b	Twin Oaks and Taymar Street - pipeline replacement	275,000	90
7c	SkyView Estates - pipe and manhold repair	150,000	90
11	Pipeline maintenance	450,000	80
11	Manhole maintenance	100,000	80
15a	Mountain Meadow - pipe upsize	100,000	80
SVWRF	River Bottom trunk line slip line (9000 S to SVWRF)	500,000	
New	5490 West from 7800 S to 7100 S (8"-12")	400,000	51
New	7800 South - 56 W to MVC (21" pipe burst)	500,000	75
	Developer reimbursement	75,000	
		5,902,914	

5-Year Capital Plan

Fiscal Year 2019/2020

WASTEWATER FUND (520)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES									
Sewer Rates	2,038,582	1,985,661	1,327,795	1,068,897	764,907	864,907	8,050,749		
Impact Fees	1,113,839	1,030,781	3,533,767	1,131,306	667,305	1,000,000	8,476,998		
Treatment Plant Bond Proceeds	2,802,914	2,803,752	2,814,166	2,795,904	2,795,193	2,795,642	16,807,571		
Total Sources	**5,955,335**	**5,820,194**	**7,675,728**	**4,996,107**	**4,227,405**	**4,660,549**	**33,335,318**		
USES							** Includes cost beyond 2025*		
Sewer System Maintenance - pipelines	450,000	450,000	450,000	450,000	450,000	450,000	3,348,401	80	11
Sewer System Maintenance - manholes	100,000	100,000	100,000	100,000	100,000	100,000	600,000	80	11
Treatment Plant Capital - 4D Expansion et al	1,652,679	1,649,152	1,661,166	1,645,704	1,643,568	1,643,892	21,436,669	145	SVWRF
Treatment Plant Capital - Phosphorus and Grit Removal	1,150,235	1,154,600	1,153,000	1,150,200	1,151,625	1,151,750	11,517,285	130	SVWRF
Update Master Plan	50,000	-	-	-	-	100,000	150,000	100	New
5490 West from 7800 S to 7100 S (8"to 12")	400,000						400,000	51	New
7800 South - 56 W to MVC (21 "Pipe Burst)	500,000						500,000	75	New
Inspect 36 inch 7800 South Trunk Sewer	200,000						200,000	120	OPS
Extend Pipeline Behind College		170,000					170,000	41	17
1300 West Pipe Burst Sewer upgrade		1,100,000					1,100,000	90	4b
Twin Oaks and Taymar Streets, replace pipe	275,000						275,000	90	8b
SkyView Estates, pipe and manhole repair	150,000						150,000	90	7c
Mountain Meadow Pipe Upsize	100,000						100,000	80	15a
2200 W 8100 S Upsize Pipe		80,000					80,000	80	15b
River Bottom Trunk Line - slip line (9000 S to SVWRF)	500,000	700,000							SVWRF
Dannon Way, slip line pipe & manholes		875,000					875,000	80	19a
7800 S @ SR-154 - 36" replacement			550,000				550,000	100	New
Jordan View Estates - back lot sewer repairs	300,000						300,000	95	8a
3200 W 8900 S upgrade 8 inch to 12 inch		125,000					125,000	90	14
Sunleaf - 10 inch pipe upgrade			175,000				175,000	80	19b
Wells Park and Hawley Park Upgrades			1,675,000				1,675,000	100	21
9000 S - 30 inch upgrade (610 LF) 1100 W				500,000			500,000	100	22
new Master Planned or Operations project					500,000		500,000	0	New
new Master Planned or Operations project						500,000	500,000	0	New
new Master Planned or Operations project						500,000	500,000	0	New
Developer reimbursement	75,000	75,000	75,000	75,000	75,000	75,000	450,000		
Total Uses	**5,902,914**	**6,478,752**	**5,839,166**	**3,920,904**	**3,920,193**	**4,520,642**	**46,177,355**		
Net change	**52,421**	**(658,558)**	**1,836,562**	**1,075,203**	**307,212**	**139,907**	**(12,842,037)**		

Final Budget

Fiscal Year 2019/2020

SOLID WASTE FUND (540)

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Maintainance Worker	GR41	2		GR41	2	
		2	**0**		**2**	

NET POSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 913,779	$ 713,124	$ 713,124	$ 799,631
Revenues	4,080,650	5,317,042	5,350,452	6,485,672
Expenditures	(4,281,304)	(5,244,691)	(5,263,945)	(5,943,699)
Transfer In	-	-	-	-
Ending Fund Balance	$ 713,124	$ 785,475	$ 799,631	$ 1,341,604

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
344300	Collection Fees	4,090,776	5,300,590	5,280,000	6,466,720	
344301	Collection Fees - Interfund	10,452	10,452	10,452	10,452	
361000	Interest Earnings	9,060	6,000	60,000	8,500	
	TransJordan Joint Venture	(29,638)				
TOTAL REVENUE		**4,080,650**	**5,317,042**	**5,350,452**	**6,485,672**	22%
TRANSFERS IN AND USE OF FUND BALANCE						
387500	Use of Fund Balance	200,654	-	-	-	
TOTAL TRANSFER IN AND USE OF FUND BALANCE		**200,654**	**-**	**-**	**-**	
Total Revenue, Transfers In, and Use of Fund Balance		**4,281,304**	**5,317,042**	**5,350,452**	**6,485,672**	

SOLID WASTE FUND (540)

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
EXPENDITURES						
PERSONNEL						
411000	Salaries Full-Time	92,589	84,747	72,979	86,513	
411003	Overtime	995	-	1,108	-	
411030	Sick Leave Buyout	-	100	-	-	
411100	On Call Salaries	636	500	734	500	
413110	Retirement	19,182	16,890	14,458	15,700	
413120	Medical & Dent. Insurance	17,151	15,113	13,279	25,434	
413130	Workers Compensation	1,297	1,455	996	1,180	
413140	Long-Term Disability	2,601	1,071	2,597	786	
413150	Unemployment	93	85	73	87	
		134,544	**119,961**	**106,224**	**130,200**	9%
OPERATIONS						
424000	Office Supplies	217	600	307	600	
424100	Building Rent	-	127,092	127,092	127,044	
425000	Equipment Supplies & Main	33,150	36,000	36,000	38,000	
425010	Uniforms	414	1,100	-	1,100	
425500	Fleet O&M Charge	31,295	31,479	33,385	30,988	
428000	Telephone	1,009	-	-	-	
431810	Contract Services	-	1,000	-	1,000	
433000	Training	-	500	-	500	
448000	Other Supplies	2,606	5,000	3,493	5,000	
		68,692	**202,771**	**200,277**	**204,232**	1%
CONTRACT SERVICES						
448500	Landfill	577,372	761,100	684,000	776,322	
448700	Collection Contract	2,486,548	2,921,000	3,150,000	3,507,603	
448710	Glass Recycling	6,932	8,515	4,800	8,685	
		3,070,852	**3,690,615**	**3,838,800**	**4,292,610**	16%
CAPITAL & LEASES						
425501	Fleet Replacement Charge	35,989	66,548	66,548	44,359	
448400	Garbage Cans	110,231	214,500	115,000	214,500	
448600	City Dumpsters	402,228	469,500	456,300	478,890	
		548,448	**750,548**	**637,848**	**737,749**	-2%
SHARED SERVICES ALLOCATION						
425700	Interfund Service Fee	301,647	318,328	318,328	-	
425701	Direct Services Fee	157,122	162,468	162,468	-	
493100	Allocated Wages	-	-	-	378,108	
493110	Allocated Operations	-	-	-	200,800	
		458,769	**480,796**	**480,796**	**578,908**	20%
TOTAL EXPENDITURES		**4,281,304**	**5,244,691**	**5,263,945**	**5,943,699**	13%

SOLID WASTE FUND (540)

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE					
489000 Contribution to Fund Balance	-	72,351	86,507	541,973	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO	**-**	**72,351**	**86,507**	**541,973**	0%
Total Expenditures and Contribution to Fund	**4,281,304**	**5,317,042**	**5,350,452**	**6,485,672**	

SOLID WASTE FUND (540)

JUSTIFICATION

REVENUE

344300	Collection Fees	These charges are for the garbage, recycling, and greenwaste recycling that are charged to every residential home in the City.
344301	Collection Fees - Interfund	This revenue comes from payments received from other funds for garbage collection services used by city facilities as mandated by the Utah State Auditor.
361000	Interest Earnings	Interest comes from the investment of idle cash. The city follows it own investment policy and the State Money Management Act.
	TransJordan Joint Venture	Change in the City's position in the joint venture

EXPENDITURES

424000	Office Supplies	General office items and printing services - brochures, mailers, posters, etc. used to inform and educate residents
424100	Building Rent	Building rent payment for Public Works Dept. Rent paid to the Municipal Building Authority (MBA).
425000	Equipment Supplies & Main	Funds for small equipment, power and hand tools, misc. consumable parts, replacement of equipment under $5,000 + Wheeler Loader lease $33,150
425010	Uniforms	2 X $550 = $1,100
425500	Fleet O&M Charge	Charge for operation and maintenance of vehicles
425501	Fleet Replacement Charge	Charge for lease/replacement of vehicles
431810	Contract Services	West Jordan's portion for the consultant services related to TransJordan Landfill, such as strudies or reviews for transfer station related issues, etc.
433000	Training	Training on current methods and emerging trends within the field of solid waste, WASTECON conference
448000	Other Supplies	Used for flyers, mailer, and educational material
448400	Garbage Cans	Household trash, green waste and recycling cans
448500	Landfill	Last year's amount of $761,100 + 2% population increase. There is no proposed increase in the tipping fee for the coming fiscal year, but we have been told there will be one next year.
448600	City Dumpsters	Last year's amount of $469,500 + 2% population increase.
448700	Collection Contract	Average $279,579.4 per month so far this year, which equates to approx. $3,354.952.85 to finish the 12 month cycle. Using $3,354,952.85 + 2% for population + 2.5% estimated COLA starting July 1st = $3,507.603
448710	Glass Recycling	8515 + 2% population increase
493100	Allocated Wages	2.5% of administrative services, 8% of treasury, 10% of utility billing, 10% of PW administration, 3% of Engineering and GIS, 4.5% of Capital Projects personnel and operations located in the General Fund
493110	Allocated Operations	

STORM WATER FUND (550)

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Stormwater Program Manager	GR67	1		GR67	1	
Stormwater Div Supervisor	GR63	1		GR67	1	
Stormwater Inspector	GR57	2		GR57	2	
Sweeper Operator	GR49	3		GR49	3	
Stormwater Lead	GR57			GR57		
Stormwater Operator II	GR53	8		GR53	8	
Stormwater Operator I	GR47			GR47		
Utility Maint Technician	GR41			GR44		
		15	**0**		**15**	**0**

NET POSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Net Position	$ 8,820,201	$ 5,535,917	$ 5,535,917	$ 4,677,637
Revenues	4,359,885	4,288,480	4,870,839	5,321,347
Expenditures	(7,644,169)	(7,241,923)	(5,729,119)	(8,296,587)
Transfer In	-	-	-	-
Ending Net Position	$ 5,535,917	$ 2,582,474	$ 4,677,637	$ 1,702,397

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
STORM WATER SALES						
393700	Storm Water Revenue	2,576,172	2,910,741	3,210,000	3,958,608	
393711	Stormwater Fee-Cap. Repl.	504,000	146,600	146,600	146,600	
393730	Stormwater Fee - Interfund	16,139	16,139	16,139	16,139	
369000	Miscellaneous	42,562	-	100	-	
		3,138,873	**3,073,480**	**3,372,839**	**4,121,347**	34%
BOND PROCEEDS						
363500	Bond Proceeds	-	-	-	-	
		-	**-**	**-**	**-**	
IMPACT FEES						
349600	Storm Drain Impact Fee	1,110,767	1,100,000	1,400,000	1,100,000	
		1,110,767	**1,100,000**	**1,400,000**	**1,100,000**	0%
INTEREST INCOME						
392100	Interest Income	79,860	62,000	68,000	70,000	
392130	Interest Income-Restr Cash	30,385	53,000	30,000	30,000	
		110,245	**115,000**	**98,000**	**100,000**	-13%
TOTAL REVENUE		**4,359,885**	**4,288,480**	**4,870,839**	**5,321,347**	24%

STORM WATER FUND (550)

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TRANSFERS IN AND USE OF NET POSITION						
387500	Use of Net Position	3,284,284	2,953,443	858,280	2,975,240	
TOTAL TRANSFER IN AND USE OF NET POSITION		**3,284,284**	**2,953,443**	**858,280**	**2,975,240**	
Total Revenue, Transfers In, and Use of Net Position		**7,644,169**	**7,241,923**	**5,729,119**	**8,296,587**	
EXPENDITURES						
PERSONNEL						
411000	Salaries Full-Time	552,146	712,581	600,366	802,717	
411003	Overtime	4,409	1,500	6,931	-	
411030	Sick Leave Buyout	-	1,100	934	1,203	
411100	On Call Salaries	1,284	1,000	1,600	-	
413110	Retirement	108,152	142,033	117,683	145,529	
413120	Medical & Dent. Insurance	146,872	207,105	160,385	180,676	
413130	Workers Compensation	6,248	9,530	6,848	8,879	
413140	Long-Term Disability	4,067	9,007	8,167	7,308	
413150	Unemployment	521	713	574	804	
		823,699	**1,084,569**	**903,488**	**1,147,116**	6%
OPERATIONS						
421500	Memberships	619	500	360	500	
424000	Office Supplies	364	800	370	500	
425000	Equipment Supplies & Maintenance	118,381	107,425	84,305	107,425	
425010	Uniforms	7,894	8,280	5,750	8,300	
425500	Fleet O&M Charge	107,521	68,110	109,000	68,871	
428000	Telephone	6,250	-	1,000	-	
431000	Professional & Technical Services	27,070	69,000	60,000	46,000	
431810	Contract Services	600	-	600	-	
433000	Training	5,953	14,000	6,156	12,000	
433100	Travel	1,358	4,000	2,718	4,000	
448000	Other Supplies	111,988	128,300	73,683	124,300	
		387,998	**400,415**	**343,942**	**371,896**	-7%
CAPITAL & LEASES						
424100	Building Rent	-	269,746	269,746	269,644	
425501	Fleet Replacement Charge	307,842	181,616	181,616	180,954	
473000	Construction Projects	5,402,391	3,975,000	2,700,000	5,014,274	
474040	Developer Reimbursement	13,412	-	-	-	
		5,710,233	**4,426,362**	**3,151,362**	**5,464,872**	23%
DEBT SERVICE						
481000	Bond Principal	-	625,000	625,000	635,000	
482000	Bond Interest	110,718	102,869	102,869	90,807	
483000	Agent Fees	1,250	1,500	1,250	1,500	
		111,968	**729,369**	**729,119**	**727,307**	

STORM WATER FUND (550)

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
SHARED SERVICES ALLOCATION						
425700	Interfund Service Fee	106,053	111,918	111,918	-	
425701	Direct Services Fee	504,218	489,290	489,290	-	
493100	Allocated Wages	-	-	-	435,903	
493110	Allocated Operations	-	-	-	149,493	
		610,271	**601,208**	**601,208**	**585,396**	-3%
TOTAL EXPENDITURES		**7,644,169**	**7,241,923**	**5,729,119**	**8,296,587**	15%
TRANSFERS OUT AND CONTRIBUTION TO NET POSITION						
489000	Contribution to Net Position	-	-	-	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO NET POSITION		**-**	**-**	**-**	**-**	0%
Total Expenditures and Contribution to Net Position		**7,644,169**	**7,241,923**	**5,729,119**	**8,296,587**	

LONG-TERM DEBT

2016 Storm Drain Revenue Bond

Purpose of debt	Storm Drain Improvements
Oustanding Principal	4,705,000
Original Issuance	6,525,000
Interest Rates	1.93%
Date of Issuance	1/26/2016
Term	10 years

Total Debt Service by Year

FY 2020	725,806
FY 2021	723,551
FY 2022	726,103
FY 2023	723,364
FY 2024	725,434
FY 2025	727,213
FY 2026	723,703
FY 2027	441,411
FY 2028	441,338
FY 2029	441,369
FY 2030	441,499
	6,840,792

JUSTIFICATION

REVENUES

393700	Storm Drain Impact Fee	Reflect general development growth in the city.

STORM WATER FUND (550)

393711	Interest Income	Interest comes from the investment of idle cash. The city follows its own investment policy and the State Money Management Act.
393730	Interest Income-Restr Cash	
369000	Stormwater Fees	These charges are for the storm water monthly maintenance fee. This estimate is based on current revenue trends and 1% population growth.
393111	Stormwater Fees - Capital Replacement	This revenue is tracked in this account as a portion of the sewer utility fee dedicated to sewer infrastructure replacement. It is accumulated and tracked separately on the Balance Sheet.
393130	Stormwater Fees - Interfund	This revenue comes from payments received from other funds for stormwater services used by city facilities as mandated by the Utah State Auditor.

EXPENDITURES

421000	Books & Subscriptions	Funds for books,manuals, and training materials related to stormwater collections operations
421500	Memberships	Funds for staff memberships, APWA, Stormwater news, share of Rural Water Association (ARWA) dues.
424000	Office Supplies	Funds for office supplies and materials, funds for printing of permits and inspection forms.
425000	Equipment Supplies & Main	Major operating funds for STW Const Dpt. Common purchases include replacement sw pipe, hoses, PVC SW SlipLine pipe, road fill, asphalt concrete, road const equipment, const-grade canal pipe and outside technical servicing. This acc also funds equip purchases which arise from long-term difficult projects, assisting other divisions with emergency repairs and repairing lines when CIP Eng Dept cannot subcontract the projects. This also inc Backhoe lease pymt of $12,750.00
425010	Uniforms	Funds for uniform clothing and other safety protection equipment. Stormwater Construction employees added (Spring - FY 2019).
431000	Professional & Tech	Funds for SLCO Stormwater Coalition fees (increase to $16,000 - FY 2019), Education and outreach program, Wet land sampleing, testing and lab fees, Utah SW discharge permit renewal fees, SLCO SW Coalition newletter publishing, TV ads, and promotional education services.
433000	Training	Funds for education and training seminars to obtain certifications. Inspection certification classes. Purchase of training materials, DVD's , etc.
433100	Travel	Travel and hotel expenses for training and conference attendence.

STORM WATER FUND (550)

JUSTIFICATION (continued)

448000	Other Supplies	Funds for Stormwater Operations Department, servicing the following: Stormwater Inspection, Stormwater Maintenance, Stormwater Inspection, and Stormwater Monitoring departments. Common purchases include CCTV Van pipe rovers and accesssories, hoses, pole inspection lazer cameras, computers and supplies, survey-grade GPS equipment, enterprise funds for GPS, Utilisync and StormwaterGo software, truck and VACTOR maintenance services and accessories, Lowe's operation supplies. Funds for further hydrologic research such as water quality and flow monitoring. Funding for stormwater sample laboratory analysis.
424100	Building Rent	Building rent payment for Public Works Building paid to the Municipal Building Authority.
425500	Fleet O&M Charge	Charge for operation and maintenance of vehicles
425501	Fleet Replacement Charge	Charge for lease/replacement of vehicles
493100	Allocated Wages	1% of administrative services, 4% of treasury, 5% of utility billing, 15% of PW administration, 8% of Engineering and GIS, 13.5% of Capital Projects personnel and operations located in the General Fund.
493110	Allocated Operations	

CONSTRUCTION PROJECTS

		Cost	Weight
20	Festival Detention Pond Retrofits	400,000	100
NEW	Relocate Barney's Wash Detention Pond	1,733,293	95
11	Camelot Way and 7175 S	250,000	95
4	Executive Drive - 7000 S to 7265 S.	544,000	95
14	Harvest Ridge Dr. - 7400 S & Jordan Meadows	175,000	95
31	8660 South & 1841 West (Cajean Estates)	150,000	95
Sidewalk-87	OBH Safe Sidewalk project (Irrigation & SD)	700,000	90
18	7800 S Wetlands Pond (maintenance)	100,000	85
15	7480 S and Autumn Dr	100,000	81
25	8200 S - 1500 W 18 inch pipe replacement	15,000	75
34	Barney's Creek West Detention - design	100,000	75
32	Leo Park & Hawley Park Rd (waterways)	195,000	65
8	1300 W. from 6790 S to 7200 S	275,000	52
OPS	O-Rielly SD (7800 S completion item)	75,000	51
	Developer reimbursement - Kraftmaid	201,981	
		5,014,274	

5-Year Capital Plan

Final Budget

Fiscal Year 2019/2020

STORM WATER FUND (570)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES									
Storm Water Rates	1,800,000	1,800,000	2,136,599	1,136,599	3,136,599	1,000,000	11,009,797		
Impact Fees	534,105	1,449,905	169,717	2,385,997	-	1,000,000	5,539,724		
Total Sources	**2,334,105**	**3,249,905**	**2,306,316**	**3,522,596**	**3,136,599**	**2,000,000**	**16,549,521**		
USES									
Relocate Barney's Wash Detention Pond	1,733,293						1,733,293	80	11
Barney's Wash (Terminal) Detention		2,224,000					2,224,000	80	11
O-Rielly SD (7800 S completion item)	75,000						75,000	145	SVWRF
OBH Safe Sidewalk project (Irrigation & SD)	700,000						700,000	130	SVWRF
1300 W. from 6790 S to 7200 S	275,000						275,000	100	New
Camelot Way and 7175 S	250,000						250,000	51	New
7480 S and Autumn Dr	100,000						100,000	75	New
7800 S Wetlands Pond (maintenance)	100,000						100,000	120	OPS
Leo Park & Hawley Park Rd (waterways)	195,000						195,000	41	17
Festival Detention Pond Retrofits	400,000						400,000	90	4b
Barney's Creek West Detention - design	100,000						100,000	90	8b
Barney's Creek West Detention -land purchase & construction		1,800,000		2,500,000			4,300,000	90	7c
Master Plan update		100,000					100,000	80	15a
Executive Drive - 7000 S to 7265 S.	544,000						544,000	80	15b
Harvest Ridge Dr. - 7400 S & Jordan Meadows	175,000						175,000	80	19a
8660 South & 1841 West (Cajean Estates)	150,000						150,000	100	New
Axel Park RD SD Improvements		950,000					950,000	95	8a
8200 S - 1500 W 18 inch pipe replacement	15,000						15,000	95	8a
1300 W.from 7200 S to 7800 S		475,000					475,000	95	8a
8948 S 1240 W (repairs & expansion)		150,000					150,000	95	8a
1900 W 9000 S Smith's Detention rehab		30,000		150,000			180,000	95	8a
1300 W.from 7800 S to 9000 S			475,000				475,000	95	8a
2700 West Trunkline			1,250,000	750,000			2,000,000	95	8a
OBH to Bingham Creek pipeline			1,200,000				1,200,000	95	8a
New projects as desifned by 2020 MP update					250,000		250,000	95	8a
New projects as desifned by 2020 MP update					250,000		250,000	90	14
New projects as desifned by 2020 MP update					250,000		250,000	80	19b
New projects as desifned by 2020 MP update						250,000	250,000	100	21
New projects as desifned by 2020 MP update						250,000	250,000	100	22
New projects as desifned by 2020 MP update						250,000	250,000	0	New
Developer reimbursement - Kraftmaid	201,981	200,000	-	-	-	-	401,981	0	New
Developer reimbursement - other	-	-	100,000	100,000	-	100,000	300,000	0	New
Total Uses	**5,014,274**	**5,929,000**	**3,025,000**	**3,500,000**	**750,000**	**850,000**	**19,068,274**		
Net change	**(2,680,169)**	**(2,679,095)**	**(718,684)**	**22,596**	**2,386,599**	**1,150,000**	**(2,518,753)**		

Final Budget

Fiscal Year 2019/2020

STREETLIGHT FUND (570)

NET PSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Net Position	$ 193,823	$ 585,854	$ 585,854	$ 971,416
Revenues	714,703	681,700	716,800	755,670
Expenditures	(322,672)	(488,533)	(331,238)	(437,224)
Transfer In	-	-	-	-
Ending Net Position	$ 585,854	$ 779,021	$ 971,416	$ 1,289,862

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
347500	Street Light Fee	695,628	681,700	711,000	749,870	
361000	Interest Earnings	5,730	-	5,800	5,800	
369000	Sundry Revenue	13,345	-	-	-	
TOTAL REVENUE		**714,703**	**681,700**	**716,800**	**755,670**	11%
TRANSFERS IN AND USE OF FUND BALANCE						
387500	Use of Net Position	-	-	-	-	
TOTAL TRANSFER IN AND USE OF NET POSITION		**-**	**-**	**-**	**-**	
Total Revenue, Transfers In, and Use of Net Position		**714,703**	**681,700**	**716,800**	**755,670**	
EXPENDITURES						
424100	Building Rent	-	37,238	37,238	37,224	
425000	Equipment Supplies & Main	10,634	10,256	1,000	-	
425030	Street Light Maintenance	111,200	114,718	115,000	215,000	
425040	Street Light Power	194,603	311,252	175,000	173,000	
431000	Professional & Tech	67	3,069	-	12,000	
448000	Other Supplies	6,169	12,000	3,000	-	
		322,672	**488,533**	**331,238**	**437,224**	0%
TOTAL EXPENDITURES		**322,672**	**488,533**	**331,238**	**437,224**	-11%
TRANSFERS OUT AND CONTRIBUTION TO NET POSITION						
489000	Contribution to Net Position	392,031	193,167	385,562	318,446	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO NET POSITION		**392,031**	**193,167**	**385,562**	**318,446**	0%
Total Expenditures and Contribution to Net Position		**714,703**	**681,700**	**716,800**	**755,670**	

NOTES

STREETLIGHT FUND (570)

In 2016, the city replaced traditional streetlights with LEDs, which provide improved illumination at a reduced operating cost – and shrink the city's carbon footprint

JUSTIFICATION

424100	Building Rent	Building rent payment for Public Works Building paid to the Municipal Building Authority.
425000	Equipment Supplies & Maintenance	Moved to street light maintenance
425030	Street Light Maintenance	Maintenance, repair and replacement of street lights - materials: poles, ballasts, bulbs, fixtures, and photocells. Provides some funding for inventory, capital projects, and dark sky requests. These funds are also used for the purchase and maintenance of small equipment and department supplies.
425040	Street Light Power	Reduced from $311,322 due to continued energy savings in street light power.
431000	Professional & Technical Services	Contracted services to repair underground lines, Funds are also used for certifications and licensing.
448000	Other Supplies	Moved to street light maintenance

FISCAL YEAR

2020 Final Budget

INTERNAL SERVICE FUNDS

Fleet Maintenance and Replacement Fund
Information Technology Replacement Fund
Risk Management Fund

Final Budget

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FLEET MANAGEMENT INTERNAL SERVICE FUND (610)

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Fleet Manager	GR64	1		GR64	1	
Lead Fleet Mechanic	GR57	1		GR57	1	
Fleet Mechanic	GR55	4		GR55	4	
Fleet Service Technician	GR41	1		GR41	2	
Administrative Assistant	GR45	1		GR45	1	
		8	**0**		**9**	**0**

NET POSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Net Position	$ 4,748,489	$ 4,250,205	$ 4,250,205	$ 3,558,195
Revenues	8,387,815	5,877,022	5,933,000	5,512,015
Expenditures	(8,886,099)	(7,617,766)	(6,625,010)	(5,538,768)
Ending Net Position	$ 4,250,205	$ 2,509,461	$ 3,558,195	$ 3,531,442

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
384100	Utility Fund Assessment	321,946	283,000	350,000	317,457	
384200	General Fund Assessment	1,790,918	1,775,783	1,710,000	1,848,170	
384400	Solid Waste Fund Assessment	31,295	31,479	33,000	-	
363600	Lease Proceeds	3,837,698	1,336,411	1,336,000	675,000	
363700	Vehicle Lease - Internal	1,998,718	2,074,349	2,074,000	2,241,388	
364000	Sale Of Fixed Assets	306,785	350,000	350,000	350,000	
369000	Sundry Revenue	12,939	-	-	-	
361000	Interest Earnings	87,515	26,000	80,000	80,000	
TOTAL REVENUE		**8,387,815**	**5,877,022**	**5,933,000**	**5,512,015**	-6%
TRANSFERS IN AND USE OF NET POSITION						
387500	Use of Net Position	498,284	1,740,744	692,010	26,753	
TOTAL TRANSFER IN AND USE OF NET POSITION		**498,284**	**1,740,744**	**692,010**	**26,753**	
Total Revenue, Transfers In, and Use of Net Position		**8,886,099**	**7,617,766**	**6,625,010**	**5,538,768**	

FLEET MANAGEMENT INTERNAL SERVICE FUND (610)

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
EXPENDITURES						
PERSONNEL						
411000	Salaries Full-Time	437,725	457,977	457,323	479,799	
411003	Overtime	640	2,000	1,658	2,000	
411030	Sick Leave Buyout	-	1,500	1,274	1,305	
411100	On Call Salaries	4,296	4,500	4,386	4,500	
413110	Retirement	87,545	91,449	90,344	87,056	
413120	Medical & Dent. Insurance	94,021	106,403	99,746	91,859	
413130	Workers Compensation	4,108	5,802	4,322	4,438	
413140	Long-Term Disability	6,792	5,789	7,000	4,373	
413150	Unemployment	424	458	440	481	
		635,551	**675,878**	**666,493**	**675,811**	
OPERATIONS						
421000	Books & Subscriptions	461	-	-	-	
424000	Office Supplies	416	900	1,000	900	
425000	Equipment Supplies & Main	759,645	712,000	715,188	876,395	
425010	Uniforms	3,343	7,500	6,000	7,500	
425020	Tools	3,812	5,600	4,500	4,000	
425100	Fuel	590,358	565,000	575,000	625,000	
428000	Telephone	1,311	-	-	-	
431000	Professional & Tech	17,384	5,200	4,500	5,200	
431400	Inform. System Contracts	3,080	16,000	104,376	105,000	
431810	Contract Services	104,376	105,000	14,031	17,200	
433000	Training	2,885	7,000	4,500	7,000	
433100	Travel	1,106	-	-	-	
448000	Other Supplies	4,206	4,000	4,500	17,250	
465000	Damage Reserve	44,423	100,000	85,829	100,000	
		1,536,806	**1,528,200**	**1,519,424**	**1,765,445**	16%
CAPITAL & LEASES						
425501	Fleet Replacement Charge	3,964	12,076	12,076	19,365	
474000	Equipment	-	20,000	19,000	-	
425510	Vehicle Lease	1,361,478	1,511,527	1,500,000	1,446,437	
474100	New Vehicles	710,990	-	-	-	
482000	Lease Interest Expense	70,219	-	-	-	
474200	Replacement Vehicles	4,559,458	3,862,068	2,900,000	1,631,710	
		6,706,109	**5,405,671**	**4,431,076**	**3,097,512**	-43%
SHARED SERVICES ALLOCATION						
425701	Direct Services Fee	7,633	8,017	8,017	-	
		7,633	**8,017**	**8,017**	**-**	
TOTAL EXPENDITURES		**8,886,099**	**7,617,766**	**6,625,010**	**5,538,768**	-27%

FLEET MANAGEMENT INTERNAL SERVICE FUND (610)

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
TRANSFERS OUT AND CONTRIBUTION TO NET POSITION					
496000 Transfer to the Municipal Building Auth	-	-	-	-	
489000 Contribution to Net Position	-	-	-	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO	**-**	**-**	**-**	**-**	
Total Expenditures and Contribution to Net Position	**8,886,099**	**7,617,766**	**6,625,010**	**5,538,768**	

FLEET MANAGEMENT INTERNAL SERVICE FUND (610)

JUSTIFICATION

OPERATIONS

424000	Office Supplies	General office supplies
425000	Equipment Supplies & Main	Parts, supplies, and sublet repairs for fleet vehicles and equipment. Hazardous waste, tire disposal, and shop supplies. Shop equipment inspections.
425010	Uniforms	Uniforms and coveralls for mechanics, Fleet Manager and Admin Asst.
425020	Tools	Tool allowance for 5 mechanics ($800.00 each)
425100	Fuel	Fuel purchases for fleet vehicles and equipment
431000	Professional & Tech	Fees for professional licensing & certifications, such as ASE, EVT, and CDL licensing.
431400	Inform. System Contracts	Support contract for Fleet Management software FASTER, subscriptions to ALL-DATA and Chrome Data Solutions.
431810	Contract Services	NAPA contract fee.
433000	Training	Continual training for mechanics.
448000	Other Supplies	Miscellaneous supplies for fleet division. Additional shop equipment needed in new shop facility, including: ATV lift; six work benches and six bench vices; riding lawn mower adapters for both 2-post lifts; replacement of mig welder; aluminum spool welding adapter; tire dollies.
465000	Damage Reserve	Outside charges to repair vehicles damaged by or involved in an accident.

CAPITAL & LEASES

425501	Fleet Replacement Charge	Charge for lease/replacement of vehicles
425510	Vehicle Lease	See Long-term Debt Schedule for a list of leased vehicles
474200	Replacement Vehicles	See next page for details of the replacement vehicles

FLEET REPLACEMENT LIST

Asset #	Department	Description	Serial Number	Total Pts	Replacement Asset	Estimate	Note
VEHICLES							
15-Point Rating							
V05123	ENGINEERING	2006 Ford Escape	1FMYU92ZX6KB65750	19	FORD ESCAPE	24,525	
V97108	POLICE	1997 Chevrolet Van	1GAHG39R5V1100753	18	FORD TRANSIT CUSTOM	50,000	
V05127	FLEET	2006 Ford Escape	1FMYU92Z16KB65751	18	FORD F-150 CREW CAB	35,700	1
V01120	FIRE OPS	2001 Pierce Lance	4P1CT02S11A001700	17	CUSTOM PUMPER	675,000	
V09131	FLEET	2009 Toyota Prius	JTDKB20U493521302	17	CHEVY BOLT EV	36,025	1
V09120	WATER OPS	2009 Ford F-150	1FTRX14V29KB23332	16	FORD F-150 CREW CAB	35,700	
V09140	STREETS	2009 Ford F-350	1FTWX31Y09EA41045	16	FORD F-350 SUPER CAB	53,680	
V09137	VICTIM ADV	2009 Ford Escape	1FMCU02739KB54355	16	FORD ESCAPE	24,525	
V11003	FIRE OPS	2011 Ford F-150	1FTFX1EF8BKD49763	16	FORD F-150 CREW CAB	45,100	
V08118	STREETS	2008 GMC 3500 Sierra	1GTHK39K58E184420	15	FORD F-350 SUPER CAB	53,680	
V09139	POLICE	2009 Ford F-150	1FTRW14829FA55569	15	FORD F-150 CREW CAB	35,700	
V09116	ENGINEERING	2009 Ford F-150	1FTRX14V89KB23335	15	FORD F-150 CREW CAB	35,700	
V09138	POLICE	2009 Ford Escape	1FMCU027X9KB54353	15	FORD ESCAPE	24,525	
V07105	POLICE	2008 Ford Escape	1FMCU93778KA37591	15	FORD ESCAPE	24,525	
V07111	BUILDING	2008 Chevy Trailblazer	1GNDT13S082176906	15	FORD EXPLORER	32,955	
V07122	WATER OPS	2008 Chevy Silverado K2500	1GBHK29K58E164795	15	FORD F350 CUSTOM	60,715	2
EQUIPMENT							
15-Point Rating							
V13031	PARKS	2013 Arctic Cat ATV	4UF13ATV9DT202440	17	ATV, HONDA/POLARIS	12,000	
E99315	WATER OPS	1999 Vac-Tron Trailer	43ZDJ22F0X0006143	16	VAC TRAILER	76,364	3
E08200	STREETS	2008 MI-T-M PressureWasher	1A9BU13258S62216	16	MOBILE PRESSURE WASH	13,823	
E14021	PARKS	2014 UNKNOWN Line Lazer	UNknown	16	ATHLETIC FIELD LINER	40,000	
E14004	PARKS	2012 Arctic Cat ATV	4UF12ATV6CT202574	15	ATV, HONDA/POLARIS	12,000	
E14028	PARKS	2014 Toro 74267 Z-Master 7000	74267-314000325	15	TORO Z-MASTER	13,400	
10-Point Rating							
E09200	STREETS	2008 Crafco Crack Sealer	1C9ZN122081418393	10	CRAFCO CRACK SEALER	74,195	
E01200	STREETS	2001 Terex Amida Arrow Board	0006-05965A	15	ARROW BOARD	5,488	
E98219	PARKS	1998 Aera-Vator Aerator AE80	0441	14	AEROVATOR	11,227	
E99321	PARKS	1999 Goossen VersaVac	382	13	LEAF VACUUM	24,804	
E08202	STREETS	2008 Lee Boy Sprayer, Tack	T4918312	11	TACK SPRAYER	22,245	
E00211	WASTEWATER	2000 Sreco EMSP-6	00183	10	EASEMENT MACHINE	42,625	
TRAILERS							
10-Point Rating							
T24	STREETS	1998 Trailer Flat Trailer,Flatbed	unknown	17	FLATBED TRAILER	13,125.00	
T03206	STREETS	2003 Lee Boy Trailer	42EPPLE4X31000648	15	FLATBED TRAILER, TILT	9,398.00	
T10203	PARKS	2010 PJ Trailers Trailer,Flatbed	4P5F82029A1147029	13	FLATBED TRAILER	6,885.00	
T10200	WASTEWATER	2010 Big Bubba Trailer	Unknown	12	UTILITY TRAILER	2,147.00	
T06	STREETS	2000 UNKNOWN Trailer	Unknown	10	FLATBED TRAILER	3,929.00	
TOTAL REPLACEMENT PROGRAM						**1,631,710**	

NOTES

1) One of the pool vehicles assigned to Fleet will be replaced with an F150 for better utilization in the pool, and the other a Chevy Bolt for a trial run.
2) The replacement for V07122 is a truck with a utility bed. The additional GVW needed for safe operation necesitates using an F350 chassis in
3) The proposed replacement Vac-Tron Trailer is not the best replacement. The best replacement is a Hydro-excavation Truck built on a Mack chassis. It will be submitted as a Green Sheet item, and if approved, the portion above to replace E99315 will be applied to that cost.

IT INFRASTRUCTURE INTERNAL SERVICE FUND (620)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 1,082,530	$ 1,092,079	$ 1,092,079	$ 1,238,091
Revenues	317,497	330,000	330,000	330,000
Expenditures	(307,948)	(330,000)	(183,988)	(330,000)
Ending Fund Balance	$ 1,092,079	$ 1,092,079	$ 1,238,091	$ 1,238,091

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
384200	General Fund Assessment	300,000	330,000	330,000	330,000	
361000	Interest Earnings	17,497	-	-	-	
TOTAL REVENUE		**317,497**	**330,000**	**330,000**	**330,000**	0%
TRANSFERS IN AND USE OF FUND BALANCE						
387500	Use of Fund Balance	-	-	-	-	
TOTAL TRANSFER IN AND USE OF FUND BALANCE		**-**	**-**	**-**	**-**	
Total Revenue, Transfers In, and Use of Fund Balance		**317,497**	**330,000**	**330,000**	**330,000**	
EXPENDITURES						
425240	Copier Replacement	14,021	32,000	4,000	32,000	
425250	Workstation Replacement	151,156	200,000	115,000	200,000	
425260	Printer Replacement	15,144	15,000	12,000	15,000	
425270	Server Replacement	3,411	43,000	42,988	43,000	
425280	Network Replacement	3,808	40,000	10,000	40,000	
474144	Minor Projects	1,590	-	-	-	
	Infrastructure	118,818	-	-	-	
TOTAL EXPENDITURES		**307,948**	**330,000**	**183,988**	**330,000**	0%
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE						
489000	Contribution to Fund Balance	128,367	-	146,012	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE		**128,367**	**-**	**146,012**	**-**	0%
Total Expenditures and Contribution to Fund Balance		**436,315**	**330,000**	**330,000**	**330,000**	

RISK MANAGEMENT INTERNAL SERVICE FUND (670)

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Risk Manager	Position previously in the General Fund			GR68	1	
					1	**0**

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20
Beginning Fund Balance	$ 645,119	$ 501,603	$ 501,603	$ 527,714
Revenues	929,032	1,291,000	1,155,600	1,474,828
Expenditures	(1,072,548)	(1,464,000)	(1,129,489)	(1,730,468)
Ending Fund Balance	$ 501,603	$ 328,603	$ 527,714	$ 272,074

BUDGET & FINANCIAL HISTORY

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
REVENUE						
383010	Workmans Compensation Assessmen	338,689	409,000	327,000	368,119	
385010	Unemployment Assessment	28,439	32,000	28,600	34,709	
384200	General Fund Assessment	511,905	800,000	800,000	1,000,000	
387010	Water Fund Assessment	25,000	25,000	-	25,000	
387020	Sewer Fund Assessment	25,000	25,000	-	25,000	
336320	EMPG Grant	-	-	-	22,000	
TOTAL REVENUE		**929,032**	**1,291,000**	**1,155,600**	**1,474,828**	14%
TRANSFERS IN AND USE OF FUND BALANCE						
389000	Use of Fund Balance	143,516	173,000	-	255,640	
TOTAL TRANSFER IN AND USE OF FUND BALANCE		**143,516**	**173,000**	**-**	**255,640**	
Total Revenue, Transfers In, and Use of Fund Balance		**1,072,548**	**1,464,000**	**1,155,600**	**1,730,468**	

RISK MANAGEMENT INTERNAL SERVICE FUND (670)

BUDGET & FINANCIAL HISTORY (continued)

		Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Final Budget FY 19-20	Change
EXPENDITURES						
PERSONNEL						
411000	Salaries Full-Time	-	-	-	84,862	
411030	Sick Leave Buyout	-	-	-	327	
411050	Additional Pay	-	-	-	10,000	
413110	Retirement	-	-	-	15,656	
413120	Medical & Dent. Insurance	-	-	-	19,418	
413130	Workers Compensation	-	-	-	854	
413140	Long-Term Disability	-	-	-	766	
413150	Unemployment	-	-	-	85	
		-	**-**	**-**	**131,968**	0%
OPERATIONS						
421500	Memberships	-	-	-	1,000	
424000	Office Supplies	-	-	-	2,500	
428000	Telephone	-	-	-	-	
431000	Professional & Tech	-	-	-	500	
433000	Training	-	-	-	1,500	
433100	Travel	-	-	-	2,000	
445100	Emergency Operations	-	-	-	12,000	
462050	Safety & Training	5,042	-	-	9,000	
		5,042	**-**	**-**	**28,500**	
LIABILITY MANAGEMENT						
463200	Workmens Compensation	334,268	384,000	400,000	480,000	
463201	Medical-Only Claims	11,778	25,000	25,000	25,000	
463400	Unemployment	3,429	5,000	5,000	15,000	
462010	Liability Premiums	383,531	450,000	431,989	500,000	
462040	Liability Losses	91,657	350,000	80,000	300,000	
462041	Liability Loss/Wtr Swr	11,546	50,000	2,500	50,000	
462042	Liability Loss/Legal Exp	231,297	200,000	185,000	200,000	
		1,067,506	**1,464,000**	**1,129,489**	**1,570,000**	0%
TOTAL EXPENDITURES		**1,072,548**	**1,464,000**	**1,129,489**	**1,730,468**	18%
TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE						
489000	Contribution to Fund Balance	-	-	26,111	-	
TOTAL TRANSFERS OUT AND CONTRIBUTION TO FUND BALANCE		**-**	**-**	**26,111**	**-**	0%
Total Expenditures and Contribution to Fund Balance		**1,072,548**	**1,464,000**	**1,155,600**	**1,730,468**	

RISK MANAGEMENT INTERNAL SERVICE FUND (670)

NOTES

Risk Manager personnel and operations moved from the General Fund.
Additional pay and Emergency Operations are grant-funded by a state grant (EMPG).
Consolidation of Risk Management (1102, 1402)
Added EMPG grant revenue to pay for additional pay and emergency operations

JUSTIFICATION

OPERATIONS

421500	Membership	Dues associated with RIMS and PRIMA and ASSE organizations to
424000	Office Supplies	Printing, copying, postage, forms, envelopes, general daily office
431000	Professional & Technical Services	Claims adjuster
433000	Training	Training is required to maintain knowledge, skills and abilities in the
433100	Travel	Traveling to the various the regional and national conferences usually
445100	Emergency Operations	EMPG grant funds to fulfill the emergency management goals and
462050	Safety	Cost to augment departmental training programs, teaching supplies and

LIABILITY MANAGEMENT

463200	Workers Compensation	Payment of workers compensation insurance premium and other costs related to workers compensation.
463201	Medical-Only Claims	Payment of medical-only claims.
463400	Unemployment	Payment of unemployment claims.
462010	Liability Premiums	Payment of liability insurance premiums.
462040	Liability Losses	Payment of claims where the City is liabiable.
462041	Water and Sewer Claims	Claims with regard to the water and/or sewer systems.
462042	Legal Representation	Outside legal council to represent the City in claims as needed.

FISCAL YEAR

2020 Final Budget

APPENDIX

Staffing Document
Long-term Debt Schedule
Expansion Requests (Green Sheets)

STAFFING CHANGES

CITY COUNCIL

- Mayor moved to its own department due to change in form of government
- Added one (1) At-large Councilmember
- Added Council Director
- Created Executive Assistant from transferred Senior Executive Assistant (City Manager)

MAYOR'S OFFICE

- New department created
- Mayor moved from City Council (50% annual salary for Council/Manager form of government and 50% annual salary for Council/Mayor form of government)
- Created Intergovernmental Liaison from transferred Assistant City Clerk/Recorder (City Recorder)

CITY MANAGER

- Upgraded Administrative Services Manager to Asst City Manager/CAO (GR91 to GR93)
- Transferred Community Services Manager position to create IT Director (IT)
- Transferred Senior Executive Assistant position to create Executive Asst (City Council)
- Removed intern position

PUBLIC INFORMATION

- Upgraded Communications Manager to market (GR62 to GR75)
- Communications Manager assigned Events

EVENTS

- Downgraded Events Manager position to Volunteer & Events Coordinator (GR59 to GR53)

CITY ATTORNEY

- Upgraded City Attorney to market (GR92 to GR93)
- Removed intern position

CITY PROSECUTOR

- Added Prosecution Supervisor
- Added Part-time Administrative Assistant
- Upgraded Administrative Assistant to Legal Assistant (GR45 to GR47)

VICTIM ADVOCATE

- Added Full-time Victim Assistance Coordinator (grant-funded)
- Removed Part-time Victim Advocate
- Removed Part-time Victim Coordinator

CITY RECORDER

- Downgraded City Clerk/Recorder to market (GR75 to GR60)
- Transferred Asst City Clerk/Recorder to Mayor's Office to create Intergovernmental Liaison (savings from both changes)

STAFFING CHANGES

FINANCE

- Upgraded Finance Director to market (GR79 to GR87)
- Eliminated Deputy Finance Director position
- Upgraded Purchasing Agent to Purchasing Manager (GR62 to GR67)
- Downgraded Accountant I to Payroll Specialist (GR58 to GR55)
- Transferred Contracts Administrator from Capital Projects Support
- Transferred Purchasing Technician from Public Works Administration
- Added two (2) Part-time Passport Agents to be funded with revenue from service

HUMAN RESOURCES

- Upgraded Human Resources Director to market (GR73 to GR81)

RISK MANAGEMENT

- Transferred Risk Manager from General Fund to Risk Management Fund

INFORMATION TECHNOLOGY

- Created IT Director from transferred Community Services Manager (City Manager)
- Eliminated PC Specialist

PLANNING

- Upgraded Community Development Director to market (GR84 to GR85)

BUILDING

- Upgraded Combination Inspector I to market (GR53 to GR54)

ENGINEERING

- Transferred one (1) Senior Engineer and Engineering Inspector I from Capital Projects

COMMUNITY PRESERVATION

- Added Part-time Administrative Assistant (FY19 mid-year budget)

PUBLIC WORKS ADMINISTRATION

- Transferred Purchasing Technician to Finance
- Downgraded Administrative Assistant III to Administrative Assistant (GR47 to GR45)

GIS

- Transferred Water Lead from Water Department (expert utility locator)

CAPITAL PROJECTS SUPPORT

- Upgraded Senior Engineers to market (GR68 to GR71)
- Transferred Contracts Administrator to Finance
- Transferred one (1) Senior Engineer and Engineering Inspector I to Engineering

PARKS

- Downgraded Director of Parks to Parks Manager (GR77 to GR6)
- Retitled Deputy Parks Director to Parks Superintendent
- Upgraded Parks Maintenance Worker I to market (GR39 to GR40)

STAFFING CHANGES

FIRE

- Added Public Education Specialist
- Removed Administrative Assistant
- Removed Part-time Fire Service Officer

POLICE

- Added three (3) Police Officers
- Upgraded Police Records Supervisor to market (GR54 to GR55)
- Upgraded Police Records Technician III to market (GR47 to GR49)
- Upgraded Police Records Technicians to market (GR43 to GR45)

COURTS

- Upgraded Court Clerk Supervisor to market (GR54 to GR55)
- Upgraded Court Clerk III to market (GR47 to GR49)
- Upgraded Court Clerk II's to market (GR43 to GR45)
- Upgraded Court Clerk I's to market (GR39 to GR41)

WATER, WASTEWATER, AND STORM WATER

- Upgraded Stormwater Division Supervisor to market (GR63 to GR67)
- Upgraded Utility Maintenance Technicians to market (GR41 to GR44)

FLEET MANAGEMENT

- Added Fleet Service Technician

Final Budget

Fiscal Year 2019/2020

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
CITY COUNCIL										
Mayor	$89,500 per year			1						
Council Members [1]	$18,000 per year				6	$18,000 per year				7
Council Director						38.51	54.79	GR77	1	
Executive Assistant						21.29	30.30	GR53	1	
				1	**6**				**2**	**7**
MAYOR'S OFFICE										
Mayor (thru 12/31/2019)						$89,500 per year			0.5	
Mayor (after 01/01/2020)						$120,000 per year			0.5	
Intergovernmental Liaison						38.51	54.79	GR77	1	
				0	**0**				**2**	**0**
CITY MANAGER / CAO										
City Manager/CAO		Contract		1			Contract		1	
Asst City Manager/CAO						57.18	81.44	GR93	1	
Administrative Services Manager	52.99	75.40	GR91	1						
Community Services Manager	52.99	75.40	GR91	1						
Senior Executive Assistant	21.79	30.99	GR55	1						
Executive Assistant	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Intern					1					
				5	**1**				**3**	**0**
CITY RECORDER										
City Clerk / Recorder	35.69	50.78	GR75	1		25.31	36.01	GR60	1	
Assistant City Clerk / Recorder	20.73	29.50	GR53	2		21.29	30.30	GR53	1	
				3	**0**				**2**	**0**
PUBLIC INFORMATION										
Communications Manager	25.90	36.85	GR62	1		36.65	52.15	GR75	1	
Digital Communications Specialist	21.79	30.99	GR55	1		22.38	31.83	GR55	1	
				2	**0**				**2**	**0**
EVENTS										
Events Manager	24.04	34.21	GR59	1						
Volunteer & Events Coordinator	20.73	29.50	GR53	1		21.29	30.30	GR53	2	
				2	**0**				**2**	**0**
CITY ATTORNEY										
City Attorney	54.32	77.28	GR92	1		57.18	81.44	GR93	1	
Assistant City Attorney	44.57	63.41	GR84	3		45.77	65.12	GR84	3	
Civil Litigator	44.57	63.41	GR84	1		45.77	65.12	GR84	1	
Legal Executive Assistant	21.79	30.99	GR55	1		22.38	31.83	GR55	1	
Legal Technician	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Intern	10.00	10.00			1					
				7	**1**				**7**	**0**

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
CITY PROSECUTOR										
Prosecution Supervisor						36.65	52.15	GR75	1	
Senior Assistant City Prosecutor	34.83	49.53	GR74	1		35.77	50.87	GR74	1	
Assistant City Prosecutor	31.55	44.88	GR70	1	2	32.40	46.09	GR70	1	2
Legal Technician	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Legal Assistant						18.35	26.11	GR47	1	
Administrative Assistant	17.01	24.22	GR45	1		17.47	24.87	GR45		1
				4	**2**				**5**	**3**
VICTIM ADVOCATE										
Victim Assistance Coordinator	20.73	29.50	GR53	1		21.29	30.30	GR53	2	
Victim Advocate	15.41	21.94	GR41	1	1	15.83	22.53	GR41	1	
Victim Coordinator (GRANT)	15.04	21.40	GR40		1					
				2	**2**				**3**	**0**
FINANCE										
Finance Director	39.39	56.07	GR79	1		49.30	70.14	GR87	1	
Deputy Finance Director	36.59	52.06	GR76	1						
Senior Accountant	34.83	49.53	GR74	2		35.77	50.87	GR74	2	
Budget Officer	34.83	49.53	GR74	1		35.77	50.87	GR74	1	
Purchasing Manager						30.09	42.81	GR67	1	
Accountant II	28.57	40.66	GR66	1		29.34	41.76	GR66	1	
Purchasing Agent	25.90	36.85	GR62	1						
Accountant I	23.46	33.37	GR58	1						
Contracts Administrator						24.09	34.27	GR58	1	
Payroll Specialist						22.38	31.83	GR55	1	
Accounting Technician	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Purchasing Technician						18.35	26.11	GR47	1	
Passport Agents						17.47	24.87	GR45		2
				9	**0**				**10**	**2**
TREASURY										
Treasurer	34.83	49.53	GR74	1		35.77	50.87	GR74	1	
Customer Service Representatives	17.87	25.42	GR47	4		18.35	26.11	GR47	4	
				5	**0**				**5**	**0**
UTILITY BILLING										
Utility Representative	19.74	28.07	GR51	3		20.27	28.83	GR51	3	
Lead Utility Service Technician	17.44	24.83	GR46	1		17.91	25.50	GR46	1	
Utility Service Technician	15.41	21.94	GR41	1		15.83	22.53	GR41	1	
Seasonal Utility Laborer	12.00	12.00			2	12.00	12.00			2
				5	**2**				**5**	**2**
HUMAN RESOURCES										
Human Resources/Risk Director	33.97	48.33	GR73	1		42.51	60.48	GR81	1	
Senior Human Resources Generalist	29.30	41.68	GR67	1		30.09	42.81	GR67	1	
Human Resources Specialist	23.46	33.37	GR58	1		24.09	34.27	GR58	1	
Administrative Assistant	17.01	24.22	GR45	1		17.47	24.87	GR45	1	
				4	**0**				**4**	**0**

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
RISK MANAGEMENT										
Risk Manager	30.02	42.72	GR68	1						
				1	**0**					
INFORMATION TECHNOLOGY										
IT Director						45.77	65.12	GR84	1	
IT Manager	41.39	58.89	GR81	1		42.51	60.48	GR81	1	
IT Operations Manager	31.55	44.88	GR70	1		32.40	46.09	GR70	1	
Senior IT System Administrator	31.55	44.88	GR70	1		32.40	46.09	GR70	1	
Senior PC Specialist	24.04	34.21	GR59	2		24.69	35.13	GR59	2	
PC Specialist	20.73	29.50	GR53	1						
Administrative Assistant	17.01	24.22	GR45	1		17.47	24.87	GR45	1	
				7	**0**				**7**	**0**
PLANNING										
Community Development Director	44.57	63.41	GR84	1		46.91	66.76	GR85	1	
City Planner	35.69	50.78	GR75	1		36.65	52.15	GR75	1	
Senior Planner	29.30	41.68	GR67	2		30.09	42.81	GR67	2	
Associate Planner	25.25	35.94	GR61	1		25.93	36.91	GR61	1	
Assistant Planner	22.89	32.57	GR57	1		23.51	33.45	GR57	1	
Executive Assistant	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Development Coordinator	20.73	29.50	GR53	2		21.29	30.30	GR53	2	
				9	**0**				**9**	**0**
BUILDING										
Building Official	33.15	47.16	GR72	1		34.05	48.43	GR72	1	
Combination Inspector Supervisor	29.30	41.68	GR67	1		30.09	42.81	GR67	1	
Senior Plans Examiner	29.30	41.68	GR67	1		30.09	42.81	GR67	1	
Plans Examiner	25.90	36.85	GR62	1		26.60	37.84	GR62	1	
Combination Inspector III	25.25	35.94	GR61			25.93	36.91	GR61		
Combination Inspector II	22.89	32.57	GR57	4		23.51	33.45	GR57	4	
Combination Inspector I	20.73	29.50	GR53			21.81	31.06	GR54		
Permit Technician	16.61	23.62	GR44	1		17.06	24.26	GR44	1	
Administrative Assistant	17.01	24.22	GR45	1		17.47	24.87	GR45	1	
				10	**0**				**10**	**0**
ENGINEERING										
City Engineer	39.39	56.07	GR79	1		40.45	57.58	GR79	1	
Traffic Engineer	33.15	47.16	GR72	1		34.05	48.43	GR72	1	
Senior Engineer						33.20	47.24	GR71	1	
Engineering Inspector Supervisor	29.30	41.68	GR67	1		30.09	42.81	GR67	1	
Associate Engineer	27.22	38.70	GR64	1		27.95	39.74	GR64	1	
Assistant Engineer	25.25	35.94	GR61			25.93	36.91	GR61		
Engineering Inspector III	25.25	35.94	GR61			25.93	36.91	GR61		
Engineering Inspector II	22.89	32.57	GR57	3		23.51	33.45	GR57	4	
Engineering Inspector I	20.73	29.50	GR53			21.29	30.30	GR53		
Engineering Development Coordinator	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
				8	**0**				**10**	**0**

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
REAL PROPERTY ADMINISTRATION										
Real Property Administrator	33.15	47.16	GR72	1		34.05	48.43	GR72	1	
Assistant Real Estate Services Manag	28.57	40.66	GR66	1		29.34	41.76	GR66	1	
				2	**0**				**2**	**0**
ECONOMIC DEVELOPMENT										
Economic Development Director	43.49	61.85	GR83	1		44.66	63.52	GR83	1	
Economic Development Asst Manager	35.69	50.78	GR75	1		36.65	52.15	GR75	1	
Redevelopment Program Manager	27.88	39.67	GR65	1		28.63	40.74	GR65	1	
				3	**0**				**3**	**0**
COMMUNITY PRESERVATION										
Community Preservation Director	43.49	61.85	GR83	1		44.66	63.52	GR83	1	
CDBG Grants Acquisition Coordinator	33.15	47.16	GR72	1		34.05	48.43	GR72	1	
Code Enforcement Officer	19.74	28.07	GR51	2		20.27	28.83	GR51	2	
Business License Coordinator	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Rental Dwelling License Coordinator	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Executive Assistant	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Administrative Assistant	17.01	24.22	GR45			17.47	24.87	GR45		1
				7	**0**				**7**	**1**
PUBLIC WORKS ADMINISTRATION										
Public Works Director	48.00	68.30	GR87	1		49.30	70.14	GR87	1	
Deputy Public Works Director	41.39	58.89	GR81	1		42.51	60.48	GR81	1	
Utilities Manager	37.50	53.35	GR77	1		38.51	54.79	GR77	1	
Public Services Manager	33.15	47.16	GR72	1		34.05	48.43	GR72	1	
Executive Assistant	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Purchasing Technician	17.87	25.42	GR47	1						
Administrative Assistant III	17.87	25.42	GR47	1						
Administrative Assistant						17.47	24.87	GR45	1	
				7	**0**				**6**	**0**
GEOGRAPHIC INFORMATION SYSTEM (GIS)										
GIS Administrator	28.57	40.66	GR66	1		29.34	41.76	GR66	1	
GIS Specialist II	24.04	34.21	GR59			24.69	35.13	GR59		
GIS Specialist I	20.73	29.50	GR53	3		21.29	30.30	GR53	3	
GIS Specialist I	20.22	28.79	GR52			20.22	28.79	GR52		
Engineering Designer	22.89	32.57	GR57	1		23.51	33.45	GR57	1	
Water System Lead	22.89	32.57	GR57			23.51	33.45	GR57	1	
Engineering Assistant	22.33	31.77	GR56	1		22.93	32.63	GR56	1	
Utility Locator	17.01	24.22	GR45	1		17.47	24.87	GR45	1	
Interns	10.50	10.50			2	10.50	10.50			2
				7	**2**				**8**	**2**

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
STREETS										
Streets Superintendent	30.02	42.72	GR68	2		30.83	43.87	GR68	1	
Street Maintenance Crew Supervisor	23.46	33.37	GR58	3		24.09	34.27	GR58	4	
Heavy Equipment Operator	20.73	29.50	GR53	2		21.29	30.30	GR53	2	
Street Mainteance Worker III	18.80	26.72	GR49			19.31	27.44	GR49		
Street Mainteance Worker II	17.01	24.22	GR45	17		17.47	24.87	GR45	17	
Street Mainteance Worker I	15.41	21.94	GR41			15.83	22.53	GR41		
Seasonal Laborer	12.00	12.00			2	12.00	12.00			2
				24	**2**				**24**	**2**
FACILITIES MANAGEMENT										
Facilities Project Manager	33.15	47.16	GR72	1		34.05	48.43	GR72	1	
Master Electrician	26.54	37.76	GR63	2		27.26	38.78	GR63	2	
Facilities Maintenance Supervisor	24.04	34.21	GR59	1		24.69	35.13	GR59	1	
Journeyman Electrician	21.79	30.99	GR55			22.38	31.83	GR55	0	
Apprentice Electrician	17.01	24.22	GR45	2		17.47	24.87	GR45	2	
Facilites Maintenance Techncian III	18.80	26.72	GR49	4		19.31	27.44	GR49	4	
Facilities Maintenance Technician	17.87	25.42	GR47			18.35	26.11	GR47		
				10	**0**				**10**	**0**
CAPITAL PROJECTS SUPPORT										
Engineering Manager	39.39	56.07	GR79	1		40.45	57.58	GR79	1	
Senior Engineer	30.02	42.72	GR68			33.20	47.24	GR71		
Associate Engineer	27.22	38.70	GR64	4		27.95	39.74	GR64	3	
Assistant Engineer	25.25	35.94	GR61			25.93	36.91	GR61		
Contracts Administrator	23.46	33.37	GR58	1						
Engineering Inspector I	20.73	29.50	GR53	1						
				7	**0**				**4**	**0**
PARKS										
Director of Parks	37.50	53.35	GR77	1						
Deputy Parks Director	30.02	42.72	GR68	1						
Parks Manager						37.58	53.47	GR76	1	
Parks Superintendent						30.83	43.87	GR68	1	
Urban Forester	24.64	35.06	GR60	1		25.31	36.01	GR60	1	
Parks Maintenance Crew Supervisor	22.89	32.57	GR57	4		23.51	33.45	GR57	4	
Parks Irrigation Specialist	18.80	26.72	GR49	2		19.31	27.44	GR49	2	
Parks Maintenance Worker III	18.80	26.72	GR49			19.31	27.44	GR49		
Parks Maintenance Worker II	16.61	23.62	GR44	7		17.06	24.26	GR44	6	
Parks Maintenance Worker I	14.68	20.89	GR39			15.45	21.98	GR40		
Administrative Assistant	17.01	24.22	GR45			17.47	24.87	GR45	1	
Lead Seasonal Laborer	14.00	14.00			5	14.00	14.00			5
Seasonal Laborer	12.00	12.00			29	12.00	12.00			29
				16	**34**				**16**	**34**
CEMETERY										
Cemetery Sexton	23.46	33.37	GR58	1		24.09	34.27	GR58	1	
				1	**0**				**1**	**0**

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
FIRE DEPARTMENT										
Fire Chief	48.53	68.29	GRP87	1			70.13	GRP87	1	
Deputy Fire Chief	41.85	58.89	GRP81	2			60.48	GRP81	1	
Battalion Chief	25.21	35.48	GRF74	4			36.44	GRF74	5	
Fire Captain II	22.99	32.32	GRF68	14			33.19	GRF68	13	
Fire Captain I	21.35	30.02	GRF65				30.83	GRF65		
Paramedic II	20.31	28.58	GRF63	38			29.35	GRF63	40	
Paramedic I	19.34	27.21	GRF61				27.94	GRF61		
Fire Engineer II	18.39	25.88	GRF59	13			26.58	GRF59	12	
Fire Engineer I	17.51	24.65	GRF57				25.32	GRF57		
Firefighter II	16.67	23.46	GRF55	18			24.09	GRF55	18	
Firefighter I	15.86	22.32	GRF53				22.92	GRF53		
Fire Service Officer	17.01	24.22	GR45	2	1		24.87	GR45	2	
Fire Records Operations Manager	20.73	29.50	GR53	1			30.30	GR53	1	
Executive Assistant	20.73	29.50	GR53	1			30.30	GR53	1	
Public Education Specialist							28.83	GR51	1	
Administrative Assistant	17.01	24.22	GR45	1						
				95	**1**				**95**	**0**
POLICE DEPARTMENT										
Police Chief	48.53	68.29	GRP87	1		49.84	70.13	GRP87	1	
Deputy Police Chief	41.85	58.89	GRP81	2		42.98	60.48	GRP81	2	
Police Lieutenant	35.20	49.53	GRP74	7		36.15	50.87	GRP74	7	
Police Sergeant II	30.36	42.72	GRP68	18		31.18	43.87	GRP68	18	
Police Sergeant I	28.20	39.67	GRP65			28.96	40.74	GRP65		
Police Officer III	24.30	34.19	GRP59			24.96	35.11	GRP59		
Police Officer II	22.02	30.99	GRP55			22.61	31.83	GRP55		
Police Officer I	20.95	29.49	GRP53	94		21.52	30.29	GRP53	97	
Police Officer Support	22.02	30.99	GRP55			22.61	31.83	GRP55		
Police Officer In Training	17.01	24.22	GR45			17.47	24.87	GR45		
Police Budget Coordinator	27.88	39.67	GR65	1		28.63	40.74	GR65	1	
Police Technology Specialist	21.79	30.99	GR55	1		22.38	31.83	GR55	1	
Police Records Supervisor	21.24	30.24	GR54	1		21.81	31.06	GR54	1	
Background Investigator	20.73	29.50	GR53	0	2	21.29	30.30	GR53	0	2
Executive Assistant	20.73	29.50	GR53	1		21.29	30.30	GR53	1	
Crime Analyst	20.22	28.79	GR52	1		20.77	29.57	GR52	1	
Crime Prevention Speicalist	19.74	28.07	GR51	1		20.27	28.83	GR51	1	
Crime Scene Technician II	19.74	28.07	GR51	2		20.27	28.83	GR51	2	
Crime Scene Technician I	17.87	25.42	GR47			18.35	26.11	GR47		
Evidence Custodian	19.74	28.07	GR51	1	1	20.27	28.83	GR51	1	1
Police Records Technician III	17.87	25.42	GR47	2		19.31	27.44	GR49	1	
Community Service Officer	17.01	24.22	GR45	6		17.47	24.87	GR45	6	
Police Records Technician	16.20	23.06	GR43	8	5	17.47	24.87	GR45	9	5
				147	**8**				**150**	**8**

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
CROSSING GUARDS										
Crossing Guard Supervisor	20.27	28.83	GR51	1		20.27	28.83	GR51	1	
Crossing Guards	15.00	15.00	GR02		87	15.00	15.00	GR02		91
				1	**87**				**1**	**91**
ANIMAL CONTROL										
Animal Service Manager	25.25	35.94	GR61	1		25.93	36.91	GR61	1	
Animal Control Officer	17.01	24.22	GR45	6		17.47	24.87	GR45	6	
Police Records Technician	16.20	23.06	GR43	2	1	16.64	23.68	GR43	2	1
				9	**1**				**9**	**1**
COURTS										
Judge				1					1	
Court Clerk Supervisor	21.24	30.24	GR54	1		22.38	31.83	GR55	1	
Court Clerk III	17.87	25.42	GR47	5		19.31	27.44	GR49	3	
Court Clerk II	16.20	23.06	GR43	3		17.47	24.87	GR45	5	
Court Clerk I	14.68	20.89	GR39			15.83	22.53	GR41		
				10	**0**				**10**	**0**
TOTAL GENERAL FUND EMPLOYEES				**437**	**151**				**442**	**155**
WATER FUND										
Water Division Supervisor	29.30	41.68	GR67	1		30.09	42.81	GR67	1	
Water Repair Crew Supervisor	25.25	35.94	GR61	1		25.93	36.91	GR61	1	
Water System Lead	22.89	32.57	GR57			23.51	33.45	GR57		
Water System Operator II	20.73	29.50	GR53	17		21.29	30.30	GR53	17	
Water System Operator I	17.87	25.42	GR47			18.35	26.11	GR47		
Utility Maintenance Technician	15.41	21.94	GR41			17.06	24.26	GR44		
				19	**0**				**19**	**0**
WASTEWATER FUND										
Wastewater Division Supervisor	29.30	41.68	GR67	1		30.09	42.81	GR67	1	
Wastewater Repair Crew Supervisor	25.25	35.94	GR61	1		25.93	36.91	GR61	1	
Wastewater System Lead	22.89	32.57	GR57			23.51	33.45	GR57		
Wastewater System Operator II	20.73	29.50	GR53	13		21.29	30.30	GR53	13	
Wastewater System Operator I	17.87	25.42	GR47			18.35	26.11	GR47		
Utility Maintenance Technician	15.41	21.94	GR41			17.06	24.26	GR44		
Seasonal Laborer	12.00	12.00			1	12.00	12.00			1
				15	**1**				**15**	**1**
SOLID WASTE FUND										
Solid Waste Maintainance Worker	15.41	21.94	GR41	2		15.83	22.53	GR41	2	
				2	**0**				**2**	**0**

STAFFING DOCUMENT

Title	FY 18-19 Budget Min	Max	Grade	FT	PT	FY 19-20 Budget Min	Max	Grade	FT	PT
STORM WATER FUND										
Stormwater Program Manager	29.30	41.68	GR67	1		29.30	41.68	GR67	1	
Stormwater Division Supervisor	26.54	37.76	GR63	1		29.30	41.68	GR67	1	
Stormwater Inspector	22.89	32.57	GR57	2		22.89	32.57	GR57	2	
Sweeper Operator	20.73	29.50	GR53	3		20.73	29.50	GR53	3	
Stormwater Lead	22.89	32.57	GR57			22.89	32.57	GR57		
Stormwater Operator II	20.73	29.50	GR53	8		20.73	29.50	GR53	8	
Stormwater Operator I	17.87	25.42	GR47			17.87	25.42	GR47		
Utility Maintenance Technician	15.41	21.94	GR41			16.61	23.62	GR44		
				15	**0**				**15**	**0**
RISK MANAGEMENT										
Risk Manager						30.83	43.87	GR68	1	
									1	**0**
FLEET MANAGEMENT										
Fleet Manager	27.22	38.70	GR64	1		27.95	39.74	GR64	1	
Lead Fleet Mechanic	22.89	32.57	GR57	1		23.51	33.45	GR57	1	
Fleet Mechanic	21.79	30.99	GR55	4		22.38	31.83	GR55	4	
Fleet Service Technician	15.41	21.94	GR41	1		15.83	22.53	GR41	2	
Administrative Assistant	17.01	24.22	GR45	1		17.47	24.87	GR45	1	
				8	**0**				**9**	**0**

LONG-TERM DEBT

	GENERAL FUND								SOUTH VALLEY WATER RECLAMATION		
	2013 Sales Tax Revenue Bond	**2014 GO Bond**	**2015 Sales Tax Revenue Bond**	**2016 MBA Bond**	**2008 Tax Increment Bond**	**2013 Water Revenue Bond**	**2017 Water Revenue Bond**	**2016 Storm Drain Revenue Bond**	**2008 Sewer Revenue Bond**	**2014 Sewer Revenue Bond**	**2018 Sewer Revenue Bond**
Purpose	Fire Station #54	Refunding for interest savings	Park Improvements & Street Lights	Public Works Building	KraftMaid RDA	Water Improvements	Water Tanks	Storm Drain Improvements	Sewer Treatment Facility	Sewer Treatment Facility	Grit & Nutrient Project
Oustanding Principal	$ 1,765,000	$ 4,140,000	$ 4,060,000	$ 24,240,000	$ 1,816,000	$ 6,045,000	$ 8,160,000	$ 4,705,000	$ 4,582,412	$ 11,707,794	$ 8,385,000
Original Issuance	$ 3,335,000	$ 7,260,000	$ 6,530,000	$ 24,960,000	$ 4,497,000	$ 2,990,000	$ 10,025,000	$ 6,525,000	$ 7,011,081	$ 13,946,310	$ 9,085,000
Interest Rates	2.29%	0.85%-3.30%	1.86%	3.00% - 5.00%	4.45%	2.20%	2.25%	1.93%	2.30%	2.00% - 5.00%	4.00% - 5.00%
Source	Sales Tax	Property Tax	Sales Tax	Lease Revenue	RDA	Water	Water	Storm Drain	Sewer	Sewer	Sewer
Date of Issuance	12/20/2013	2/6/2014	4/15/2015	12/1/2016	1/29/2008	11/19/2013	8/9/2017	1/26/2016	8/15/2008	8/26/2014	7/10/2018
Term	10 years	10 years	10 years	20 years	15 years	10 years	10 years	10 years	20 years	15 years	10 years
FY 2020	$ 371,583	$ 756,721	$ 714,518	$ 1,850,450	$ 895,812	$ 790,780	$ 1,123,600	$ 725,806	$ 441,408	$ 1,207,744	$ 1,154,600
FY 2021	373,797	760,258	717,381	1,850,050	949,555	789,830	1,127,450	723,551	441,430	1,219,736	1,153,000
FY 2022	375,782	156,858	719,966	1,848,450	100,272	788,550	1,125,737	726,103	441,269	1,204,435	1,150,200
FY 2023	372,595	756,558	712,364	1,851,225		786,940	1,128,575	723,364	441,243	1,202,325	1,151,625
FY 2024	374,237	754,183	714,577	1,847,975			1,125,850	725,434	441,345	1,202,547	1,151,750
FY 2025		754,090	711,557	1,847,600			1,127,675	727,213	441,249	1,200,549	1,149,625
FY 2026				1,849,850			1,123,938	723,703	441,274	1,200,660	1,150,125
FY 2027				1,849,600			1,124,750		441,411	1,213,185	1,153,000
FY 2028				1,851,725					441,338	1,212,230	1,153,125
FY 2029				1,851,100					441,369	1,209,645	
FY 2030				1,852,600					441,499	1,209,065	
FY 2031				1,851,100						1,205,892	
FY 2032				1,851,475							
FY 2033				1,848,600							
FY 2034				1,852,225							
FY 2035				1,852,100							
FY 2036				1,851,400							
FY 2037				1,850,700							
FY 2038				1,847,400							
FY 2039				1,851,300							
	$ 1,867,994	**$ 3,938,668**	**$ 4,290,363**	**$ 33,308,225**	**$ 1,945,639**	**$ 3,156,100**	**$ 9,007,575**	**$ 5,075,174**	**$ 4,854,835**	**$ 14,488,013**	**$ 10,367,050**

	2014 Vehicle Lease	**2014 Vehicle Lease**	**2016 Vehicle Lease [1]**	**2018 Vehicle Lease [2]**	**2018 Vehicle Lease [3]**
Purpose	6 Trucks	3 Trucks			
Oustanding Principal	$ 166,402	$ 182,030	$ 548,975	$ 1,316,760	$ 1,267,972
Original Issuance	$ 1,124,279	$ 619,000	$ 1,256,991	$ 2,196,725	$ 1,640,973
Interest Rates	1.66% - 2.02%	1.99%	1.97%	1.87%	2.91%
Issuance Date	Feb-14	Dec-14	Nov-16	Nov-17	Jan-18
Term	5 years	5 years	5 years	5 years	10 years
FY 2020	$ 169,764	$ 93,741	$ 190,249	$ 455,679	$ 207,360
FY 2021		93,740	190,248	455,291	207,360
FY 2022			190,249	455,335	207,360
FY 2023					207,360
FY 2024					207,360
FY 2025					128,673
FY 2026					128,673
FY 2027					128,673

[1] 10-Wheel Dump Truck, Elgin Whirlwind Street Sweeper, Elgin Wizard Street Sweeper, Mack Bobtail, Ford F350 Ambulance

[2] (2) 2017 Ford F350 Ambulances, 2018 Mack 10-Wheel Dump Truck (Parks), 2018 Mack 10-Wheel Dump Truck (Streets), 2018 Mack 10-Wheel Dump Truck w/snow package (Streets), 2018 Elgin Whirlwind Street Sweeper, 2018 Mack Vactor Truck, 2018 SWAT F750 Box Truck, 2015 Catepillar 320e Excavator

[3] Ladder truck, 10-wheel dump truck, TV inspection vehicle

EXPANSION REQUESTS

GENERAL FUND

Personnel Requests

			On-Going Cost	One-Time Cost	Savings	Budget Impact	Incl.
1201	Finance	Passport services (2 part-time clerks) & facility remodel	44,000	56,000	(100,000)	-	Yes
1902	Facilities	Custodian for Pioneer Hall (P/T)	10,300		(13,306)	**(3,006)**	Yes
1207	Utility Billing	Utility Service Tech	72,225	9,520		**81,745**	No
1407	Victims Advocate	Victims Advocate	58,800	2,500	(26,465)	**34,835**	No
1501	Human Resources	Recruiter	86,990	3,200		**90,190**	No
1606	Code Enforcement	CDBG Coordinator	108,716	1,166		**109,882**	No
1606	Code Enforcement	Code Enforcement Supervisor	96,675	40,775		**137,450**	No
1801	Public Information	Communications Specialist	75,053	4,199		**79,252**	No
1902	Facilities	Licensed Plumber	92,059	1,500	(50,000)	**43,559**	No
2101	Police	Police Officer I (1 of 3)	93,730	24,670		**118,400**	No
2101	Police	Police Officer I (2 of 3)	93,730	24,670		**118,400**	No
2101	Police	Police Officer I (3 of 3)	93,730	24,670		**118,400**	No
2101	Police	Community Service Officer (1 of 3)	73,671	9,041		**82,712**	No
2101	Police	Community Service Officer (2 of 3)	73,671	9,041		**82,712**	No
2101	Police	Community Service Officer (3 of 3)	73,671	9,041		**82,712**	No
2101	Police	Reclassify Records Supervisor to Records Manager	4,369			**4,369**	No
2101	Police	Records Assistant Supervisor	76,563	13,125		**89,688**	No
2101	Police	School Resource Officer (DARE and Explorer Program 1 of 3)	92,986	17,618	(45,000)	**65,604**	No
2101	Police	School Resource Officer (DARE and Explorer Program 2 of 3)	92,986	17,618	(45,000)	**65,604**	No
2101	Police	School Resource Officer (DARE and Explorer Program 3 of 3)	92,986	17,618	(45,000)	**65,604**	No
2101	Police	Police Sergeant for Forensics and Evidence Unit	109,757	16,224		**125,981**	No
2101	Police	Crime Scene Technician specializing in technology	76,673	5,125		**81,798**	No
2106	Animal Control	Animal Services Supervisor	89,674	4,094		**93,768**	No

EXPANSION REQUESTS

			On-Going Cost	One-Time Cost	Savings	Budget Impact	Incl.
3004	GIS	Utility Locator Technician (1 of 2)	70,670	600		**71,270**	No
3004	GIS	Utility Locator Technician (2 of 2)	70,670	600		**71,270**	No
3101	Streets	Streets Maintenance Worker I (Asphalt 1 of 2)	63,827			**63,827**	No
3101	Streets	Streets Maintenance Worker I (Asphalt 2 of 2)	63,827			**63,827**	No
3101	Streets	Streets Maintenance Worker I w/truck (Concrete 1 of 2)	70,355			**70,355**	No
3101	Streets	Streets Maintenance Worker I w/truck (Concrete 1 of 2)	70,355			**70,355**	No
3101	Streets	Sign & Striping Technician	72,818			**72,818**	No
3006	Capital Projects	Assistant Engineer position	59,278	2,105		**61,383**	No
3006	Capital Projects	Engineering Designer	49,611	4,955	(10,000)	**44,566**	No
3201	Parks & Trails	Community Parks Crew Supervisor (#1)	98,015	1,700		**99,715**	No
3201	Parks & Trails	Maintenance Worker I (1 of 3) to restore to 2010-level) (#2)	61,754	200		**61,954**	No
3201	Parks & Trails	Maintenance Worker I (2 of 3) to restore to 2010-level) (#2)	61,754	200		**61,954**	No
3201	Parks & Trails	Maintenance Worker I (3 of 3) to restore to 2010-level) (#2)	61,754	200		**61,954**	No
3201	Parks & Trails	Irrigation Crew Supervisor (#3)	83,492	200		**83,692**	No
3201	Parks & Trails	Parks Maintenance Worker I (Community Parks) (#4)	61,754	200		**61,954**	No
3208	Cemetery	Maintenance Worker I (Cemetery) (#5)	61,754	200		**61,954**	No
		Total Personnel Requests	**2,864,704**	**322,575**	**(334,771)**	**2,852,508**	

Operations

1004	City Recorder	Purchase licenses of Adobe Acrobat DC		9,000		**9,000**	Yes
1802	Events	Event overtime to pay for Police, Fire, Parks, etc	15,000			**15,000**	No
1904	Facilities	Senior Center Projects		96,000		**96,000**	No
1904	Facilities	Justice Center Projects		50,000		**50,000**	No
1904	Facilities	City Hall Projects		864,000		**864,000**	No
1904	Facilities	Pioneer Hall Projects		62,000		**62,000**	No

EXPANSION REQUESTS

			On-Going Cost	One-Time Cost	Savings	Budget Impact	Incl.
1904	Facilities	Misc. Projects		96,000		**96,000**	No
2101	Police	Unmanned Aerial Vehicle (UAV) Program	5,500	83,600	(13,300)	**75,800**	No
2201	Fire	CrewSense scheduling software	5,320			**5,320**	No
2201	Fire	Replace current non-compliant SCBA's with NFPA approved SCBA's		295,389		**295,389**	Yes
3101	Streets	Route optimization hardware and software for snow removal	55,334	153,374		**208,708**	No
3101	Streets	Brine system		244,715		**244,715**	Yes
3101	Streets	Dump trailer for the concrete crew		14,000		**14,000**	No
3201	Parks & Trails	Pickleball Courts Conversion at Constitution Park		40,000		**40,000**	Yes
3201	Parks & Trails	Streetscape Irrigation Repair and Renovation		60,000		**60,000**	No
		Total Operations Requests	**81,154**	**2,068,078**	**(13,300)**	**2,135,932**	
		TOTAL GENERAL FUND	**2,945,858**	**2,390,653**	**(348,071)**	**4,988,440**	

EXPANSION REQUESTS

OTHER FUNDS

			On-Going Cost	One-Time Cost	Savings	Budget Impact	Incl.
4401	Road Capital Fund	Repave deteriorated collector roads		1,635,000		**1,635,000**	No
5102	Stormwater	Commercial Meter Service Truck F-5501	21,315			**21,315**	No
5102	Water Construction	Two Additional Personnel for Maintenance/Repair (Hydrant &	138,484	1,200		**139,684**	No
5102	Water	Water Site Maint/Upgrades	-	100,000		**100,000**	No
5102	Water	Commercial Meter Service Truck F-550	21,315	113,142		**134,457**	No
5102	Water	2 Commercial Meter Personal	139,684			**139,684**	No
5102	Water	Commercial Meter AMI Reading System	50,520	606,270		**656,790**	No
5102	Water	Site Security	30,000			**30,000**	No
5102	Water	Site Pest Control	7,080	1,100		**8,180**	No
5103	Water Construction	Hydro-Excavator, Vactor HXX	85,037			**85,037**	Yes
5103	Water Construction	Support vehicle F-150	2,800	5,408		**8,208**	No
5103	Water Construction	Bobtail Dump Truck	5,710	31,360		**37,070**	No
5203	Wastewater	Requesting one additional employee to be assigned to WW Maintenance	58,179			**58,179**	No
5203	Wastewater	Support vehicle F-150		27,000		**27,000**	No
5203	Wastewater	Trailer Mounted Bypass Pump 6"		33,000		**33,000**	No
5501	Stormwater	Storm Water Operator I (2 Positions)	133,223			**133,223**	No
5501	Stormwater	Stormwater Construction Supervisor	115,908			**115,908**	No
5501	Stormwater	BobCat Skid Steer CAT 279D Skid Steer	11,350	26,175		**37,525**	No
5501	Stormwater	Ten-Wheel Dump Truck	45,041			**45,041**	No
5502	Stormwater	Seasonal Employees (3)		47,304		**47,304**	No
6101	Fleet	Hire fleet maintenance technician (1 of 2)	81,096	1,350	(82,446)	**-**	Yes
6101	Fleet	Hire fleet maintenance technician (2 of 2)	81,096	1,350		**82,446**	No