

RESOLUTION 21-0512-05

**A RESOLUTION TO ADOPT THE 2021-22
TENTATIVE BUDGET FOR THE
TOWN OF ROCKVILLE**

WHEREAS, the Town of Rockville has prepared a tentative budget for the fiscal year 2021-22,

THEREFORE, the Town of Rockville hereby resolves to approve the attached as the tentative budget for the fiscal year 2021-22 with balanced revenues and expenditures in the General Fund in the amount of \$379,286.

PASSED AND DATED this 12th day of May 2021.

TOWN OF ROCKVILLE

Pam Leach, Mayor

ATTEST:

Vicki S. Bell, Town Clerk

Tentative Budget for FY22

Budget Narrative

REVENUES

The only significant change is the \$55,200 anticipated loan from CIB and the transfer from the capital project fund of \$50,000 for the construction of the maintenance shed.

EXPENSES

This tentative budget reflects:

- A 5% salary increase for the three staff members.
- Funding to hire a part-time compliance officer - \$30,000.
- Construction of a maintenance shed - \$105,200.

TOWN OF ROCKVILLE
TENTATIVE BUDGET FOR FY22
May 12, 2021

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	PRIOR YEAR ACTUAL REVENUE 2020	CURRENT YEAR ESTIMATE 2021	ENSUING YEAR BUDGET 2022	NOTES
GENERAL FUND REVENUES				
TAX REVENUE				
General Property Taxes - Current	79,849	86,263	86,263	WashCo Official Estimates coming mid-May
Prior Year's Taxes - Delinquent	9,152	3,430	3,500	
Fee-In-Lieu of Personal Property Taxes	4,302	3,725	3,725	
Miscellaneous Tax Collections (County)	148	115	115	
General Sales and Use Taxes	36,917	43,188	45,000	
Transient Room and Short Term Lease Taxes	5,558	7,703	7,000	
Highway/Transit Tax	1,954	4,034	4,000	
Recreation, Arts, and Parks Tax (RAP)	4,036	4,517	4,500	
TOTAL TAX REVENUE	141,916	152,975	154,103	
LICENSES AND PERMITS REVENUE				
Business License Fees	400	380	1,200	
Business Licenses - Late Penalty Fee	200	80	80	
Business Licenses - Short Term Rentals	1,200	600	600	
Building Permit Fees	4,160	11,282	7,200	
Habitat Conservation Plan	794	3,828	-	
Simple Building Permits	750	525	450	
State Building Permit Surcharge	42	88	126	
Animal Licenses	160	175	170	
Temporary Use/Special Event Permits	50	50	50	
TOTAL LICENSES AND PERMITS REVENUE	7,756	17,008	9,876	
INTERGOVERNMENTAL REVENUE				
Federal CARES Act	8,217	15,531	24,000	
Class B and C Road Funds	31,453	30,015	30,000	
State Liquor Fund Allotment	-	113	112	
Private Grant - Eccles Foundation	75,000	-	-	
State Grant - CLG Grafton Heritage Partnership Project (GHP)	-	-	-	
Refund of Exp from GHPP 50% Match for CLG Grant	-	-	-	
State Grant - Permanent Community Impact	75,750	-	-	
State Grant - Tree Project	-	-	2,000	
TOTAL INTERGOVERNMENTAL REVENUE	190,420	45,659	56,112	
CHARGES FOR SERVICES				
Fees:				
Application Fees	1,005	1,090	1,175	
Building Inspector Fees	225	180	180	
Code Amendment Fees	2,000	-	-	
Demolition Fees	-	200	100	
Special Meeting Fees	200	200	300	
Subdivision Fees	800	-	-	
Total Fees	4,230	1,670	1,755	
Sales and Service:				
Photocopies and GRAMA Requests	29	48	50	
Fundraiser Proceeds - Office Sales/Town Events	89	121	100	
Other Events	100	-	-	
Rockville Daze Proceeds	2,161	-	2,000	
Cemetery Sales	5,175	6,100	2,550	
Total Sales and Service	7,554	6,269	4,700	
Reimbursements:				
Refund of Expenditure - Other	1,881	400	400	
Total Reimbursements	1,881	400	400	
Rents and Leases:				
Post Office Lease	588	588	660	
Rental of Community Center Apartment	6,600	6,600	6,900	
Rental of Community Center Facility	1,372	280	500	
Rental of Community Center Security Deposit	565	200	500	
Total Rents and Leases	9,125	7,668	8,560	
TOTAL CHARGES FOR SERVICES	22,790	16,007	15,415	

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	PRIOR YEAR ACTUAL REVENUE 2020	CURRENT YEAR ESTIMATE 2021	ENSUING YEAR BUDGET 2022	NOTES
MISCELLANEOUS REVENUE				
Interest Earnings:				
Interest Earnings	8,070	1,675	2,280	
Property Tax Interest & Penalties	379	159	250	
Donations:				
Cemetery Donations	100	200	100	
Community Center Donations	200	200	200	
General Donations	1,405	5	300	
Rockville Bridge Electrical	500	-	-	
Misc. Revenue - Other	1,007	800	1,000	
TOTAL MISCELLANEOUS REVENUES	11,661	3,039	4,130	
CONTRIBUTIONS AND TRANSFERS				
Beg. Savings Acct/Fund Balances to be Appropriated	161,811	80,127	84,450	
Grant from CIB - Roads	70,550	-	-	
Grant from CIB - Land Use Code/Ordinance Review	5,200	-	-	
Loan from CIB - Maintenance Shed	-	-	55,200	
Grant from Eccles Foundation for Moving of Culinary Pipe	75,000	-	-	
TOTAL CONTRIBUTIONS AND TRANSFERS	312,561	80,127	139,650	
TOTAL GENERAL FUND REVENUES	687,103	314,815	379,286	

MEMO FOR SAVINGS ACCOUNT/FUND BALANCES TO BE APPROPRIATED				
Restricted Funds				
CARES Act Fund	1,744	21,518		
Cemetery Fund	169	2,160	2,300	2 Clean Ups & Weed Killer
Class B and C Road Funds	154,730	32,827	25,000	Road Base & Gravel for Roads
Recreation, Arts and Parks Tax (RAP)	2,200	10,362	3,200	4) Picnic Tables
Rockville Capital Project Maint. Shed - Town Match			50,000	Town Match for Maintenance Shed
Savings Accounts				
Rockville Bridge Maintenance (General Fund)	-	1,500	1,000	Sealer for Wood & Misc.
Sidewalk Maintenance (General Fund)	14	9,760	-	
Special Events - Rockville Daze, etc. (Gen. Fund)	875	-	950	Rockville Daze; and other Socials
Tree Project Account (General Fund)	2,077	2,000	2,000	
TOTAL TO BE APPROPRIATED	161,811	80,127	84,450	

GENERAL FUND EXPENDITURES				
PERSONNEL SERVICES				
Salaries and Wages:				
Clerk Wages	33,598	33,822	40,269	5% Salary Increases
Deputy Clerk Wages	7,687	9,515	13,260	
Janitorial Wages	726	773	714	
Total Salaries and Wages	42,012	44,110	54,244	
Employee Benefits:				
Payroll Tax Expense - Administration	3,158	3,305	4,095	
Payroll Tax Expense - Bldgs & Grounds	56	58	55	
Employee Benefits	104	77	104	
Total Employee Benefits	3,318	3,440	4,253	
Nonwage Compensation:				
Statutory Officer Compensation	333	5	350	
Variance Hearing Officer	-	-	-	
TOTAL PERSONNEL SERVICES	45,663	47,555	58,847	
GENERAL AND CONTRACTED SERVICES				
Professional and Technical Services				
Attorney Fees	6,044	16,829	20,000	
Accountant Fees - AUP (2016 & 2018)/Audit (2017)	2,000	2,000	2,000	
Building Inspector Fees - Agreement w/Springdale	1,492	2,633	1,356	Covers 30 inspections
Contractual Services	11,210	-	30,360	Les Olsen IT \$360; P/T Compliance Officer
Professional and Technical Services (Misc.)	1,810	810	-	
Zion Canyon Police Services - CARES		10,000		
Zion Canyon Police Services	20,000	10,000	20,000	Contract Renewal Jan., 2023
Total Professional and Technical Services	42,556	42,272	73,716	

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	PRIOR YEAR ACTUAL REVENUE 2020	CURRENT YEAR ESTIMATE 2021	ENSUING YEAR BUDGET 2022	NOTES
Property Services:				
Tree Project Expenses	2,077	2,000	2,000	Tree Fund
Yard Care Services	5,438	5,520	5,520	
Total Property Services	7,516	7,520	7,520	
Insurance:				
Bond Insurance	-	-	-	4% increase
Liability Insurance	5,395	5,831	6,064	
Property Insurance	1,714	1,706	1,706	
Workers Compensation Insurance	457	492	457	
Total Insurance	7,566	8,029	8,227	
Bank Charges	123	158	355	
Dues and Memberships	416	416	420	
Miscellaneous General Expense	18	62	100	
Postage/Shipping	750	686	750	
Printing and Binding (formerly elections)	970	618	1,200	
Public Notices	371	165	340	
Training and Education	330	201	700	
Travel & Per Diem	599	-	700	
TOTAL GENERAL AND CONTRACTED SERVICES	61,214	60,127	94,028	
UTILITIES AND UTILITY SERVICES				
Bridge Electrical Service	111	136	144	
Bridge Road Property - Utilities	169	-	-	
Community Center - Utilities	3,927	4,847	4,200	
Internet and Website Expense	686	696	696	
Telephone	1,112	1,135	1,135	
Utilities - Streetlights, Radar Speed Sign	601	888	612	
TOTAL UTILITIES AND UTILITY SERVICES	6,606	7,702	6,787	
TAXES AND FEES				
1% Building Permit Surcharge	34	60	126	Entity renewal & State Billboard Fee
Fees	50	150	200	
Habitat Conservation Plan	794	3,828	-	
Liquor Fund Allotment	-	113	112	
Licenses and Permits	90	-	90	
Utah Sales and Use Tax Expense	-	11	15	
TOTAL TAXES AND FEES	968	4,162	543	
SUPPLIES AND MATERIALS				
Operating Supplies				
Motor Fuel	-	400	400	Class "C" Fund
Emergency Preparedness - CARES	1,744	11,518	-	
Emergency Preparedness - CERT	(5)	72	400	
Janitorial and Custodial	-	75	200	
Planning Commission Expenses	174	-	200	
Total Operating Supplies	1,914	12,065	1,200	
Food and Entertainment				
Mayor Meeting Expenses	127	-	300	Special Events Fund Special Events Fund
Rockville Daze Expenses	598	-	950	
Town Social Events to Include Holiday Décor	277	-	200	
Total Food and Entertainment	1,002	-	1,450	
Repair and Maintenance				
Bridge Road Property - Miscellaneous Expenses	103	-	-	1 Clean Up & Weed Killer Class "C" Fund Class "C" Fund Class "C" Fund
Cemetery Maintenance	169	2,160	2,300	
Class "C" Road Maintenance	151,930	24,427	16,600	
Class "C" Eagle Crags/Smithsonian Maint	-	6,000	6,000	
Class "C" Vehicle Maintenance	2,800	2,000	2,000	
Community Center - Maintenance	2,727	15,000	15,000	Repair or Replace CC Doors; Town Hall Floor Picnic Tables - RAP Tax Fund \$4500
Community Center - Major Repairs & Improvements	40,592	14,812	9,500	
Flood Drainage Maintenance	-	500	500	Sealer for Wood
Miscellaneous Expenses	800	500	1,000	
Rockville Bridge Maintenance	-	1,500	1,000	
Rockville Bridge - Relocation of Culinary Pipeline	79,388	-	-	
Rockville Historical Ditches	-	10,000	10,000	

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ENTERPRISE FUND				
ENTERPRISE REVENUES				
BluCan Recycling Fees	3,309	4,081	4,822	*Pass-thru Revenue to WCSW
Solid Waste Collection Fees	23,823	22,743	22,858	*Pass-thru Revenue to WCSW
Key Deposits for Dumpsters	2	-	-	
TOTAL ENTERPRISE REVENUE	27,134	26,824	27,680	

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	PRIOR YEAR ACTUAL REVENUE 2020	CURRENT YEAR ESTIMATE 2021	ENSUING YEAR BUDGET 2022	NOTES
ENTERPRISE FUND				
ENTERPRISE EXPENSES				
BluCan Recycling Services	3,305	4,000	4,822	
Dumpster Locks and Keys	-	-	-	
Solid Waste Services	20,242	22,442	21,022	
TOTAL ENTERPRISE EXPENSES	23,546	26,442	25,844	
DEBT SERVICE FUND				
DEBT SERVICE REVENUES				
Transfer from: General Fund for CIB Debt Service Fund	4,742	4,398	4,715	
Transfer from: General Fund for CIB Pymt Reserve Fund	-	-	-	
Transfer from: CIB Pymt Reserve to CIB Debt Service Fund		407	-	
Interest Earned on CIB Reserve Fund	117	28	30	
TOTAL DEBT SERVICE REVENUE	4,859	4,834	4,745	
Beginning Fund Balance CIB Debt Service Fund	3,249	4,067	3,992	
Beginning Fund Balance CIB Payment Reserve Fund	5,560	5,677	5,298	
TOTAL AVAILABLE FOR APPROPRIATION	13,669	14,577	14,035	
DEBT SERVICE FUND				
DEBT SERVICE EXPENSES				
CIB Payment - Principal and Interest	3,925	4,880	4,790	
Transfer from: CIB Pymt Reserve to CIB Debt Service Fund		407		
TOTAL DEBT SERVICE EXPENSES	3,925	5,287	4,790	
ENDING FUND BALANCE	9,744	9,290	9,245	
CAPITAL PROJECTS FUND				
REVENUES				
Transfer from: General Fund to Cap Proj Maint Shed	-	46,300	10,000	
Tsf from: Genl Fund to Cap Proj New Corridor Engineering	-	15,000		
Fundraiser Proceeds - Rockville Bridge Project	689	-	-	
Fundraiser Proceeds - Maint Shed	-	210	150	
Interest Earned	421	173	85	
TOTAL REVENUES	1,110	61,683	10,235	
Beginning Fund Balance Fundraising/Donations	34,359	28,817	58,152	
Total Beginning Fund Balance	34,359	28,817	58,152	
TOTAL AVAILABLE FOR APPROPRIATION	35,469	90,500	68,387	

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	PRIOR YEAR ACTUAL REVENUE 2020	CURRENT YEAR ESTIMATE 2021	ENSUING YEAR BUDGET 2022	NOTES
CAPITAL PROJECTS FUND				
EXPENSES				
Bridge Rehabilitation Expenses	26,668	-	-	Town's Match for Maint Shed
Capital Project - Maint Shed	-	-	50,000	
Capital Project - Land Acquisition	-	31,300		
TOTAL EXPENSES	26,668	31,300	50,000	
ENDING FUND BALANCE	8,801	59,200	18,387	

BUDGET SUMMARY

General Fund Revenues	687,103	314,815	379,286
Enterprise Fund Revenues	27,134	26,824	27,680
Debt Service Revenues	4,859	4,834	4,745
Capital Project Revenues	1,110	61,683	10,235
Total Revenues	720,207	408,156	421,946
General Fund Expenses	687,103	314,815	379,286
Enterprise Fund Expenses	23,546	26,442	25,844
Debt Service Expenses	3,925	5,287	4,790
Capital Project Expenses	26,668	31,300	50,000
Total Expenses	741,242	377,844	459,920