



FISCAL YEAR

2020 Tentative Budget

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FISCAL YEAR

2020 Tentative 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



Tentative Budget

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David R. Brickey
City Manager
City of West Jordan
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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



Tentative Budget

BUDGET SUMMARY

Fiscal Year 2019/2020

	Revenue	Expenditures	Transfers In/Out	Beginning Balance	Net Change	Ending Balance
GENERAL FUND	57,283,340	(58,730,071)	(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	140,386,014	(156,416,578)	-	65,618,689	(16,080,564)	49,538,125



West Jordan Tentative 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	Tentative 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 Tentative Budget

GENERAL FUND



Tentative Budget

GENERAL FUND SUMMARY

Fiscal Year 2019/2020

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	57,283,340	8.1%
Expenditures	(48,739,765)	(56,560,295)	(52,471,918)	(58,730,071)	3.8%
Transfers Out	(7,173,448)	(800,000)	(1,157,850)	(950,000)	18.8%
Ending Fund Balance	<u>11,602,726</u>	<u>7,247,342</u>	<u>11,080,974</u>	<u>8,684,243</u>	
% of Revenue	20.46%	13.67%	20.86%	15.16%	

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.



Tentative Budget

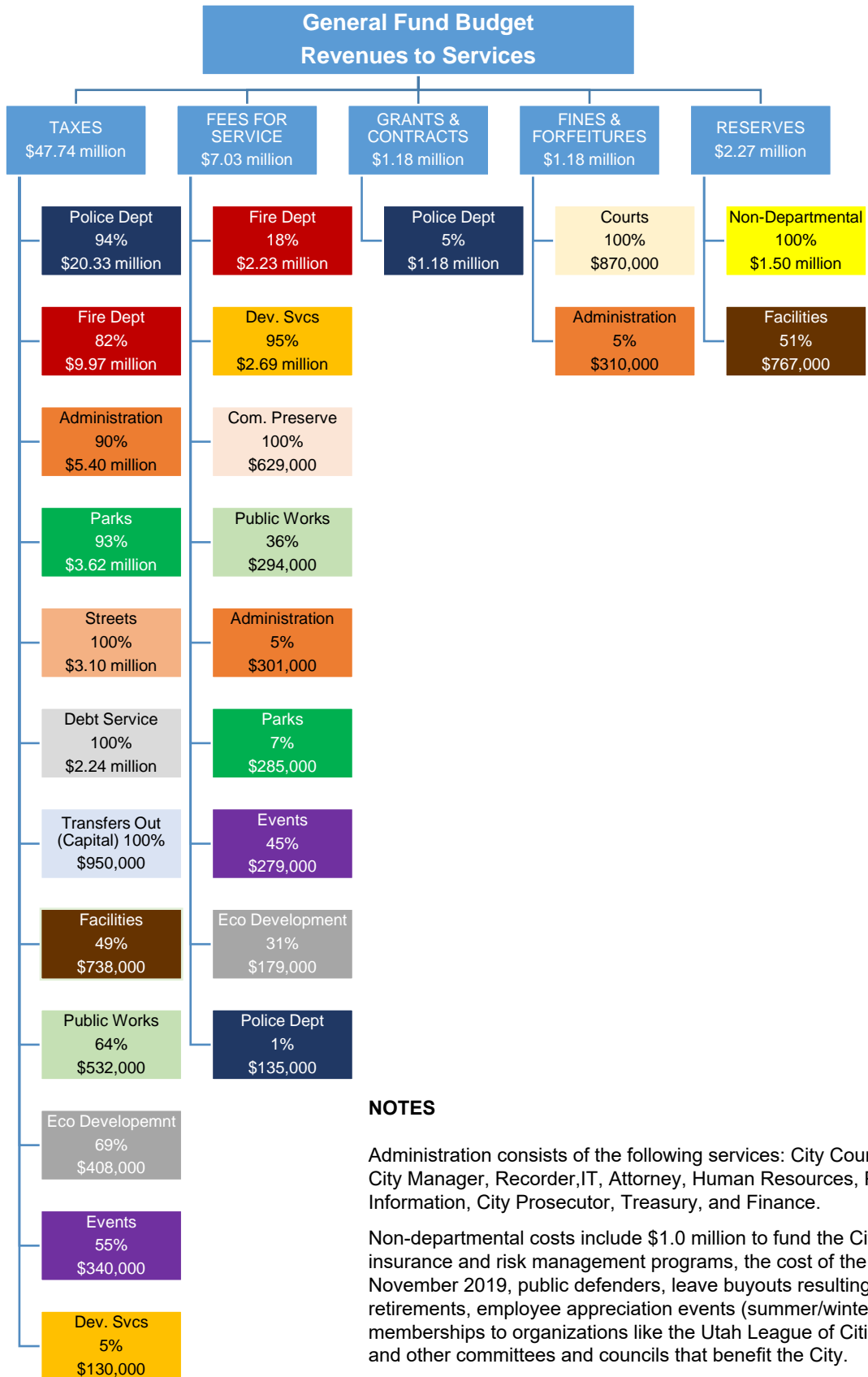
GENERAL FUND SUMMARY

Fiscal Year 2019/2020

BUDGET AND FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
REVENUES					
Taxes	39,766,099	42,937,242	42,965,242	47,737,739	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	57,283,340	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	59,680,071	
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	9,917,696	-10.3%
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	58,730,071	3.8%
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 Contribution to Fund Balance	56,711,429	57,360,295	53,629,768	59,680,071	

REVENUES TO SERVICES



NOTES

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

Non-departmental costs include \$1.0 million to fund the City's self-insurance and risk management programs, the cost of the election in November 2019, public defenders, leave buyouts resulting from retirements, employee appreciation events (summer/winter), 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.



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.





Tentative Budget

Fiscal Year 2019/2020

GENERAL FUND REVENUE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
TAXES					
Property Taxes					
311000 Property Tax	12,033,780	14,414,922	14,414,922	14,767,367	2%
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	15,806,587	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 Transient 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	47,737,739	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%



Tentative Budget

Fiscal Year 2019/2020

GENERAL FUND REVENUE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	20,000	0%
336320	Internet Crimes Against Children Grant	-	-	-	-	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 Sterilization 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%



Tentative Budget

Fiscal Year 2019/2020

GENERAL FUND REVENUE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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%



Tentative Budget

Fiscal Year 2019/2020

GENERAL FUND REVENUE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	59,680,071	4%



Tentative Budget

CITY COUNCIL

Fiscal Year 2019/2020

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

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	Tentative 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	
	<u>340,713</u>	<u>333,310</u>	<u>346,695</u>	<u>347,567</u>	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	-	
	<u>9,407</u>	<u>51,000</u>	<u>78,839</u>	<u>81,250</u>	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)	
	<u>(127,313)</u>	<u>(140,063)</u>	<u>(140,063)</u>	<u>(107,205)</u>	-23%
TOTAL CITY COUNCIL	<u>222,807</u>	<u>244,247</u>	<u>285,471</u>	<u>321,612</u>	32%



Tentative Budget

CITY COUNCIL

Fiscal Year 2019/2020

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



Tentative Budget MAYOR'S OFFICE

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	Grade	FT	PT	Grade	FT	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	Tentative 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%



Tentative Budget
MAYOR'S OFFICE

Fiscal Year 2019/2020

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



Tentative Budget

Fiscal Year 2019/2020

CITY MANAGER / CHIEF ADMINISTRATIVE OFFICER

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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%



Tentative Budget

Fiscal Year 2019/2020

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



Tentative Budget

CITY RECORDER

Fiscal Year 2019/2020

STAFFING

Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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%



Tentative Budget

CITY RECORDER

Fiscal Year 2019/2020

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 Records Association City (\$55), and Association of Records Managers and Administrators (\$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 change 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



Tentative Budget

PUBLIC INFORMATION

Fiscal Year 2019/2020

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	Tentative 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%



Tentative Budget

PUBLIC INFORMATION

Fiscal Year 2019/2020

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.



Tentative Budget

EVENTS

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		FT	PT	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	Tentative 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%



Tentative Budget

EVENTS

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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 Administration	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%



Tentative Budget

EVENTS

Fiscal Year 2019/2020

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 closures, 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.



Tentative Budget

EVENTS

Fiscal Year 2019/2020

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.



Tentative Budget CITY ATTORNEY

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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%



Tentative Budget CITY ATTORNEY

Fiscal Year 2019/2020

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



Tentative Budget

CITY PROSECUTOR

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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%



Tentative Budget

CITY PROSECUTOR

Fiscal Year 2019/2020

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



Tentative Budget

VICTIMS ADVOCATE

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		FT	PT	Grade	FT	PT
Victim Assistance Coordinator	GR53	1		GR53	2	
Victim Advocate	GR41	1	1	GR41	1	
Victim 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	Tentative 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%



Tentative Budget

VICTIMS ADVOCATE

Fiscal Year 2019/2020

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



Tentative Budget

FINANCE

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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%



Tentative Budget

FINANCE

Fiscal Year 2019/2020

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



Tentative Budget TREASURY

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		FT	PT	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	Tentative 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%



Tentative Budget

TREASURY

Fiscal Year 2019/2020

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



Tentative Budget

UTILITY BILLING

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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%



Tentative Budget

UTILITY BILLING

Fiscal Year 2019/2020

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



Tentative Budget

HUMAN RESOURCES

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

HUMAN RESOURCES

Fiscal Year 2019/2020

NOTES

25% of eligible costs are allocated to other funds for shared services
 Consolidation of Employee Development and Relations (1501), Recruiting 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 harrasment 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.



Tentative Budget

RISK MANAGEMENT

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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)



Tentative Budget

INFORMATION TECHNOLOGY

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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%



Tentative Budget

INFORMATION TECHNOLOGY

Fiscal Year 2019/2020

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 professionals 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 Assesment	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, ...)



Tentative Budget PLANNING

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget PLANNING

Fiscal Year 2019/2020

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



Tentative Budget

BUILDING

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

BUILDING

Fiscal Year 2019/2020

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 IAEl (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



Tentative Budget ENGINEERING

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		FT	PT	Grade	FT	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	Tentative 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%



Tentative Budget

ENGINEERING

Fiscal Year 2019/2020

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



Tentative Budget

REAL PROPERTY ADMINISTRATION

Fiscal Year 2019/2020

STAFFING

Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

REAL PROPERTY ADMINISTRATION

Fiscal Year 2019/2020

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.



Tentative Budget

ECONOMIC DEVELOPMENT

Fiscal Year 2019/2020

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	Tentative 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%



Tentative Budget

ECONOMIC DEVELOPMENT

Fiscal Year 2019/2020

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



Tentative Budget

COMMUNITY PRESERVATION

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

COMMUNITY PRESERVATION

Fiscal Year 2019/2020

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



Tentative Budget

Fiscal Year 2019/2020

PUBLIC WORKS ADMINISTRATION

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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	Tentative 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	7,000	
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	39,794	5%
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	319,304	-70%



Tentative Budget

PUBLIC WORKS ADMINISTRATION

Fiscal Year 2019/2020

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



Tentative Budget

GIS

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

GIS

Fiscal Year 2019/2020

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 Maintenance
425010	Uniforms	Uniform allowance for Utility Locators \$500 each and GIS Staff
431000	Professional & Technical Services	Consulting for GIS applications 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 Maintenance 1500, Scanner/plotter Maintenance \$500, Aerial Images \$5,000, Subscription 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 maintain skills , SWUG, UGIC
433100	Travel	Per diem, transportation, lodging expenses associated with training.



Tentative Budget STREETS

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	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 Maintenance Worker III	GR49			GR49		
Street Maintenance Worker II	GR45	17		GR45	17	
Street Maintenance 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	Tentative 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%



Tentative Budget

STREETS

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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%



Tentative Budget

STREETS

Fiscal Year 2019/2020

NOTES

Consolidation of Road Repair (3101), Curbs & Sidewalks (3102), Signs & 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	<p>Streets Admin (\$15,500): General equipment and supplies. Also replacement of equipment under \$5000 (Radios, ipads and computers, software, etc.)</p> <p>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.</p> <p>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.</p> <p>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</p> <p>Graffiti (\$2,500): Funds for small equipment, power and hand tools, misc consumable parts for equipment, etc.</p>
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	<p>\$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.</p> <p>\$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.</p>
433000	Training	Snow Removal (\$1,600): Third party classroom 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



Tentative Budget

STREETS

Fiscal Year 2019/2020

JUSTIFICATION (continued)

448000	Other Supplies	<p>Road Repairs (\$35,000): Roadbase, hot and winter mix asphalt, top soil, sod replacement, fencing material, safety equipment and safety control devices.</p> <p>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</p> <p>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</p> <p>Graffiti (\$4,000): Paint, graffiti remover, etc. **Please note that the quantity of graffiti can vary greatly depending on gang activity, weather, etc.</p>
462100	Misc Services	<p>Road Repairs (\$9000): Quality control testing, misc. grinding for overlays, roadway striping, etc.</p>
425500	Fleet Operations & Maintenance	Charge for operation and maintenance of vehicles
425501	Fleet Replacement	Charge for lease/replacement of vehicles



Tentative Budget

FACILITIES

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		FT	PT	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	
Facilities Maint Technician 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	Tentative 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%



Tentative Budget

FACILITIES

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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%



Tentative Budget FACILITIES

Fiscal Year 2019/2020

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 maintenance 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 supplies 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



Tentative Budget

CAPITAL PROJECTS SUPPORT

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

CAPITAL PROJECTS SUPPORT

Fiscal Year 2019/2020

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



Tentative Budget PARKS

Fiscal Year 2019/2020

STAFFING Title	FY 18-19 Budget			FY 19-20 Budget		
	Grade	FT	PT	Grade	FT	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	Tentative 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	-	-	-	



Tentative Budget

PARKS

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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%



Tentative Budget

PARKS

Fiscal Year 2019/2020

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	<p>Parks/Trails: \$67,800 Service/maintenance and purchase of small equipment for the Parks Department, such as weed eaters, edgers, hedge trimmers, blowers, mower blades, mower, utility cart, 2 cycle oil, and weed eater 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.</p> <p>Natural Spaces: \$17k This is for the service and maintenance of equipment and the supplies needed for the Weed Management Crew. Replacement equipment and new equipment funds.</p> <p>Athletic Fields: \$15k For the service and maintenance of equipment and supplies for the maintenance. IN addition, this account is used for replacement of equipment.</p> <p>Snow Removal: \$15,200 Maintenance of equipment and the supplies, replacement of equipment, including snow plow blades, snow blowers, etc.</p> <p>Streetscape Maint: \$15,000 This line is for the service/maintenance of equipment and parts needed for parkstrip maintenance. Replacement equipment and new equipment funds.</p>
425010	Uniforms	Uniforms for 16 FTE's (\$8,800) and 34 seasonals (\$3,200)
426000	Buildings and Grounds	<p>Parks/Trails: \$118,500 Funds to maintain parks facilities, playground systems, pavilions, restrooms, plant material, fertilizer, chemical application, topsoil, mulch...</p> <p>Snow Removal: \$3k Funds to purchase ice melt for areas throughout the city (Safe sidewalks). Replacement funding for replacement spreaders if needed.</p> <p>Streetscape Maint: \$15k Fertilizer, and broadleaf control, plant replacement, bark mulch and weed fabric.</p> <p>Athletic Fields: \$72k Funds to maintain parks facilities, playground systems, pavilions, restrooms, plant material, fertilizer, chemical application, and topsoil.</p>

426010	Irrigation	<p>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.</p> <p>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.</p>
426020	Weed Abatement	<p>Parks/Trails: \$10,100 Funds to purchase selective and non-selective herbicide for city owned park property, for invasive weed control.</p> <p>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.</p> <p>Streetscape Maint: \$6,700 Selective and non-selective herbicide for weed abatement control in the city streetscape properties, for invasive weed management.</p>
426030	Urban Forestry	<p>Parks/Trails: \$40k Funding for contracted tree pruning/tree removal, tree replacement, pruning tools, etc.</p> <p>Streetscape Maint: \$40k Tree replacement and pruning in the miles of streetscape where the city maintains trees.</p>
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	<p>Admin: \$7k This line is for consultants and professional (outside) repairs - including turf analysis, pump trouble-shooting and repair, etc.</p> <p>Parks/Trails: \$2,790 Technical services on the secondary pump stations, controller tech support, soil testing etc.</p> <p>Natural Spaces: \$450 Consultation associated with noxious weeds and natural space maintenance.</p>
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	<p>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.</p> <p>Snow Removal: \$1,000 Classroom and simulation trianing for snowplows and trucks.</p>
448000	Other Supplies	<p>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.</p> <p>Athletic Fields: \$27,100 Supplies for the on-going maintenance of the soccer and baseball fields. (Irrigation supplies, striping paint)</p>



Tentative Budget

Fiscal Year 2019/2020

PARKS

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



Tentative Budget

CEMETERY

Fiscal Year 2019/2020

STAFFING

Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

CEMETERY

Fiscal Year 2019/2020

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



Tentative Budget

FIRE DEPARTMENT

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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	



Tentative Budget

FIRE DEPARTMENT

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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 Center	-	-	-	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%



Tentative Budget FIRE DEPARTMENT

Fiscal Year 2019/2020

NOTES

Nine firefighters 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	Manadatory 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 C	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.



Tentative Budget

FIRE DEPARTMENT

Fiscal Year 2019/2020

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	



Tentative Budget

POLICE DEPARTMENT

Fiscal Year 2019/2020

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 Specialist	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	Tentative 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%



Tentative Budget

POLICE DEPARTMENT

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	YTD Actual FY 18-19	Tentative 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%



Tentative Budget

POLICE DEPARTMENT

Fiscal Year 2019/2020

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 investigations.
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/replacement, 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.



Tentative Budget

POLICE DEPARTMENT

Fiscal Year 2019/2020

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, deescalation 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, miscellaneous 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).



Tentative Budget

CROSSING GUARDS

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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.



Tentative Budget

ANIMAL CONTROL

Fiscal Year 2019/2020

STAFFING Title	Grade	FY 18-19 Budget		FY 19-20 Budget		
		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	Tentative 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%



Tentative Budget

ANIMAL CONTROL

Fiscal Year 2019/2020

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.



Tentative Budget

POLICE SWAT

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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 Breacher School (required certifications).
433100	Travel	This represents estimated travel and accomodations for training.



Tentative Budget COURTS

Fiscal Year 2019/2020

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	Tentative 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



Tentative Budget

COURTS

Fiscal Year 2019/2020

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 Conference, 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



Tentative Budget

DEBT SERVICE

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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.



Tentative Budget

NON-DEPARTMENTAL

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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 Liability 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%



Tentative Budget

NON-DEPARTMENTAL

Fiscal Year 2019/2020

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) Machine 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)



Tentative Budget

Fiscal Year 2019/2020

TRANSFERS OUT

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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

2020 Tentative Budget

SPECIAL REVENUE FUNDS

Class C Roads Fund
Community Development Block Grant



West Jordan Tentative 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	Tentative 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	Tentative 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 Traffic 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%



West Jordan Tentative Budget

Fiscal Year 2019/2020

CLASS C ROADS (112)

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	Traffic 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.



West Jordan Tentative Budget

Fiscal Year 2019/2020

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 877,481</u>	<u>\$ 738,049</u>	<u>\$ 855,032</u>	<u>\$ 850,869</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>553,442</u>	<u>762,574</u>	<u>570,600</u>	<u>1,107,606</u>	45%
USE OF FUND BALANCE					
387500 Prior Years Reserves	52,566	139,432	22,449	4,163	
TOTAL USE OF FUND BALANCE	<u>52,566</u>	<u>139,432</u>	<u>22,449</u>	<u>4,163</u>	-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
	<u>100,271</u>	<u>101,773</u>	<u>103,282</u>	<u>103,663</u>

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



West Jordan Tentative Budget

Fiscal Year 2019/2020

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	Tentative 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, NCDCA Board meetings, and program expenses. In addition, membership fees for National Community Development Association, 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. Applicants cannot have owned a home in the past 2 years and are required to contribute a minimum of \$2,000 into the home purchase.
473416	Legal Aid	Legal 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, restraining 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.



COMMUNITY DEVELOPMENT BLOCK GRANT FUND

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 moderate income 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 Tentative Budget

SPECIAL IMPROVEMENT DISTRICTS

KraftMaid SID
Highlands SID



West Jordan Tentative Budget

Fiscal Year 2019/2020

KRAFTMAID SPECIAL IMPROVEMENT DISTRICT (290)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 343,612</u>	<u>\$ 343,612</u>	<u>\$ 349,612</u>	<u>\$ 349,612</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
REVENUE					
361000 Interest Earnings	5,917	-	6,000	-	
TOTAL REVENUE	<u>5,917</u>	<u>-</u>	<u>6,000</u>	<u>-</u>	
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	<u>270,356</u>	<u>870,910</u>	<u>870,910</u>	<u>-</u>	
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	<u>255,417</u>	<u>870,910</u>	<u>870,910</u>	<u>-</u>	-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	<u>20,856</u>	<u>-</u>	<u>6,000</u>	<u>-</u>	0%
Total Expenditures and Contribution to Fund Balance	276,273	870,910	876,910	-	



West Jordan Tentative Budget

Fiscal Year 2019/2020

HIGHLANDS SPECIAL IMPROVEMENT DISTRICT (270)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 47,821</u>	<u>\$ 12,601</u>	<u>\$ 3,521</u>	<u>\$ 6,856</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>52,918</u>	<u>44,000</u>	<u>71,000</u>	<u>95,000</u>	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	<u>-</u>	<u>35,220</u>	<u>44,300</u>	<u>-</u>	
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	<u>19,858</u>	<u>79,220</u>	<u>115,300</u>	<u>91,665</u>	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	<u>33,060</u>	<u>-</u>	<u>-</u>	<u>3,335</u>	0%
Total Expenditures and Contribution to Fund Balance	52,918	79,220	115,300	95,000	



FISCAL YEAR

2020 Tentative Budget

CAPITAL IMPROVEMENT FUNDS

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



West Jordan Tentative Budget

CAPITAL SUPPORT FUND (430)

Fiscal Year 2019/2020

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	Tentative 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%



West Jordan Tentative Budget

CAPITAL SUPPORT FUND (430)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	



West Jordan Tentative Budget
CAPITAL SUPPORT FUND (430)

Fiscal Year 2019/2020

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



West Jordan Tentative Budget

Fiscal Year 2019/2020

ROAD CAPITAL FUND (440)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 7,336,726</u>	<u>\$ 2,591,493</u>	<u>\$ 6,843,044</u>	<u>\$ 6,974,056</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
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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	
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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%
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West Jordan Tentative Budget

Fiscal Year 2019/2020

ROAD CAPITAL FUND (440)

BUDGET & FINANCIAL HISTORY (continued)

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



West Jordan Tentative Budget

Fiscal Year 2019/2020

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 from 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}	5,500,000	62
3	7800 S (13 W to U-111) {State Grant #2}	500,000	
14	7000 S Railroad crossing (construction)	100,000	
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

ROAD CAPITAL FUND (440)

Fiscal Year 2019/2020

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES									
<i>* Includes revenue beyond 2025</i>									
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	5,713,122	5,713,122	5,713,122	5,713,122	5,713,122	5,713,122	34,278,732		
Telcommunication Tax	750,000	750,000	750,000	750,000	750,000	750,000	4,500,000		
Total Sources	15,088,122	17,463,122	10,163,122	7,463,122	8,163,122	14,762,122	81,290,125		
USES									
<i>* Includes costs beyond 2025</i>									
7800 S 40-48 W (NBH Realignment) {State Grant #1}	5,500,000	-					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)	1,000,000	-					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
Interfund service fee	150,000	150,000	150,000	150,000	150,000	150,000	900,000		
Direct Service Fee	435,000	435,000	435,000	435,000	435,000	435,000	2,610,000		
Road Maintenance Projects (Telecomm)	750,000	750,000	750,000	750,000	750,000	750,000	4,500,000		
Total Uses	13,731,925	18,669,625	17,639,650	4,835,000	5,835,000	13,208,960	81,390,000		
Net change	1,356,197	(1,206,503)	(7,476,528)	2,628,122	2,328,122	1,553,162	(99,875)		



Tentative Budget

PARKS CAPITAL FUND (450)

Fiscal Year 2019/2020

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 3,826,314</u>	<u>\$ (1,706,123)</u>	<u>\$ 4,296,624</u>	<u>\$ 1,061,327</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
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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	<u>2,458,938</u>	<u>1,553,000</u>	<u>1,750,000</u>	<u>1,550,000</u>	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	<u>-</u>	<u>5,532,437</u>	<u>-</u>	<u>3,675,297</u>	

Total Revenue, Transfers In, and Use of Fund Balance	2,458,938	7,085,437	1,750,000	5,225,297	
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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	-	-	-	
	<u>1,234,355</u>	<u>6,850,000</u>	<u>1,044,253</u>	<u>4,965,000</u>	
SHARED SERVICES ALLOCATION					
425701 Direct Services Fee	219,174	235,437	235,437	-	
493100 Allocated Wages	-	-	-	207,119	
493110 Allocated Operations	-	-	-	53,178	
	<u>219,174</u>	<u>235,437</u>	<u>235,437</u>	<u>260,297</u>	
TOTAL EXPENDITURES	<u>1,453,529</u>	<u>7,085,437</u>	<u>1,279,690</u>	<u>5,225,297</u>	-26%

BUDGET & FINANCIAL HISTORY (continued)

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

PARKS CAPITAL FUND (450)

Fiscal Year 2019/2020

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	



Tentative Budget

PARKS CAPITAL FUND (450)

Fiscal Year 2019/2020

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 Jordan Playground upgrades	400,000	
	Pickleball court conversion at Constitution Park	40,000	
New	Developer reimbursement	75,000	45
		4,965,000	



5-Year Capital Plan

PARKS CAPITAL FUND (450)

Fiscal Year 2019/2020

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL	Weight	Master Plan
SOURCES									
	<i>* Includes revenue beyond 2025</i>								
General Fund	3,700,000	1,985,661	1,327,795	1,068,897	764,907	864,907	12,547,260		
Impact Fees	1,113,839	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	4,813,839	3,016,442	4,861,562	2,200,203	1,432,212	51,864,907	74,474,360		
USES									
	<i>* Includes costs beyond 2025</i>								
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		
new Master Planned or Operations project						500,000	500,000		
Developer reimbursement	75,000	75,000	75,000	75,000	75,000	75,000	450,000		
Total Uses	4,525,000	3,025,000	4,025,000	1,725,000	2,875,000	52,175,000	71,350,000		
Net change	288,839	(8,558)	836,562	475,203	(1,442,788)	(310,093)	3,124,360		



Tentative Budget

BUILDING CAPITAL FUND (470)

Fiscal Year 2019/2020

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 8,031,733</u>	<u>\$ 8,197,433</u>	<u>\$ 8,634,377</u>	<u>\$ 5,167,377</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
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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	<u>300,835</u>	<u>165,700</u>	<u>265,000</u>	<u>183,000</u>	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	<u>6,673,448</u>	<u>1,000,000</u>	<u>357,850</u>	<u>3,517,000</u>	

Total Revenue, Transfers In, and Use of Fund Balance	<u>6,974,283</u>	<u>1,165,700</u>	<u>622,850</u>	<u>3,700,000</u>	
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EXPENDITURES

473000 Construction Projects	446,244	1,000,000	20,206	3,700,000	
TOTAL EXPENDITURES	<u>446,244</u>	<u>1,000,000</u>	<u>20,206</u>	<u>3,700,000</u>	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	<u>6,528,040</u>	<u>165,700</u>	<u>602,644</u>	<u>-</u>	0%

Total Expenditures and Contribution to Fund Balance	<u>6,974,284</u>	<u>1,165,700</u>	<u>622,850</u>	<u>3,700,000</u>	
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Tentative Budget

BUILDING CAPITAL FUND (470)

Fiscal Year 2019/2020

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 Substation (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 Tentative Budget

UTILITY FUNDS

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



Tentative Budget

WATER FUND (510)

Fiscal Year 2019/2020

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	Tentative 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	Tentative 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	



Tentative Budget

WATER FUND (510)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	



Tentative Budget

WATER FUND (510)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	



Tentative Budget

WATER FUND (510)

Fiscal Year 2019/2020

LONG-TERM DEBT

DEBT SERVICE COVERAGE

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

	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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 Water Improvements	2017 Water Revenue Bond Water Tanks	2019 Water Revenue Bond Water Tanks	
Purpose				
Outstanding 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
			845,000	845,000
	3,156,100	9,007,575	8,450,000	

JUSTIFICATION



Tentative Budget

WATER FUND (510)

Fiscal Year 2019/2020

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)



Tentative Budget

WATER FUND (510)

Fiscal Year 2019/2020

431000	Professional & Tech	<p>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.</p> <p>Funds pay for maintenance repairs, parts, supplies, and professional consultations with contractor and services.</p>
431111	Pt-Samples	<p>Funds for required water quality samples and lab analysis fees. This includes bacteriological, complete inorganics, nitrates, lead & copper, fluoride, total trihalomethane and haloacetic acids (disinfection by-products), pesticides, VOCs (volatile organic contaminants), and radiologicals. Added EPA mandated sampling for UCMR4 (\$30,000). Heavy Metals sampling \$ 4500</p>
431810	Contract Services	<p>Funds to contract outside services as required to assist with special projects.</p>
433000	Training	<p>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.</p>
433100	Travel	<p>Travel and hotel expenses for training and conference attendance.</p>
448000	Dept Supplies	<p>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.</p> <p>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.</p>
448010	Dept Supplies - Ub Meters	<p>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.</p>
448100	Source Of Supply	<p>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</p>
461200	Clean Up Contengency	<p>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.</p>

JUSTIFICATION (continued)



Tentative Budget

WATER FUND (510)

Fiscal Year 2019/2020

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,
493110	Allocated Operations	20% of PW administration, 13% of Engineering and GIS, 23% of Capital Projects personnel and operations located in the General Fund

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

WATER FUND (510)

Fiscal Year 2019/2020

	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 Transmission 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, V
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		



Tentative Budget

WASTEWATER FUND (520)

Fiscal Year 2019/2020

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	Tentative 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	Tentative 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%



Tentative Budget

WASTEWATER FUND (520)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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%



Tentative Budget

WASTEWATER FUND (520)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	



Tentative Budget

WASTEWATER FUND (520)

Fiscal Year 2019/2020

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	
Outstanding 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	



Tentative Budget

WASTEWATER FUND (520)

Fiscal Year 2019/2020

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	<p>Funds for memberships in waste water collections organizations for professional development and training opportunities. (APWA, Rural Water of Utah)</p> <p>Membership in the Water Environment Federation (WEF) and the Water Environment Federation of Utah (WEAU) for City appointments to the Board of the South Valley Water Reclamation Facility (SVWRF Treatment Plant Facility)</p>
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	<p>Funds pay for parts, supplies, maintenance repairs, and replacements for equipment as necessary. Outside technical services and diagnosis.</p> <p>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.</p>
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.



Tentative Budget

WASTEWATER FUND (520)

Fiscal Year 2019/2020

JUSTIFICATION (continued)

431000	Professional & Tech	<p>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.</p> <p>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.</p> <p>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.</p>
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 attendance.
448000	Dept Supplies	Funds to purchase materials/parts/tools in performing maintenance on wastewater system infrastructure. The infrastrucure 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



Tentative Budget

WASTEWATER FUND (520)

Fiscal Year 2019/2020

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	1,154,600	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
19a	Dannon Way - slip line, pipe, and manholes	500,000	80
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	
		5,907,279	



5-Year Capital Plan

WASTEWATER FUND (520)

Fiscal Year 2019/2020

	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									
									<i>* Includes cost beyond 2025</i>
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
Dannon Way, slip line pipe & manholes	500,000	375,000					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	5,278,752	5,839,166	3,920,904	3,920,193	4,520,642	46,177,355		
Net change	52,421	541,442	1,836,562	1,075,203	307,212	139,907	(12,842,037)		



Tentative Budget

SOLID WASTE FUND (540)

Fiscal Year 2019/2020

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Maintenance Worker	GR41	2		GR41	2	
		<u>2</u>	<u>0</u>		<u>2</u>	

NET POSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 713,124</u>	<u>\$ 785,475</u>	<u>\$ 799,631</u>	<u>\$ 1,341,604</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>4,080,650</u>	<u>5,317,042</u>	<u>5,350,452</u>	<u>6,485,672</u>	22%
TRANSFERS IN AND USE OF FUND BALANCE					
387500 Use of Fund Balance	200,654	-	-	-	
TOTAL TRANSFER IN AND USE OF FUND BALANCE	<u>200,654</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenue, Transfers In, and Use of Fund Balance	<u>4,281,304</u>	<u>5,317,042</u>	<u>5,350,452</u>	<u>6,485,672</u>	



Tentative Budget

SOLID WASTE FUND (540)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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%



Tentative Budget

SOLID WASTE FUND (540)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	



Tentative Budget

SOLID WASTE FUND (540)

Fiscal Year 2019/2020

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 studies 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,
493110	Allocated Operations	10% of PW administration, 3% of Engineering and GIS, 4.5% of Capital Projects personnel and operations located in the General Fund



Tentative Budget

STORM WATER FUND (550)

Fiscal Year 2019/2020

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	Tentative 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	Tentative 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%



Tentative Budget

STORM WATER FUND (550)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	



Tentative Budget

STORM WATER FUND (550)

Fiscal Year 2019/2020

BUDGET & FINANCIAL HISTORY (continued)

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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
Outstanding 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.
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Tentative Budget

Fiscal Year 2019/2020

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 newsletter 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 attendance.



Tentative Budget

STORM WATER FUND (550)

Fiscal Year 2019/2020

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 accessories, 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

STORM WATER FUND (570)

Fiscal Year 2019/2020

	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)		



Tentative Budget

STREETLIGHT FUND (570)

Fiscal Year 2019/2020

NET POSITION

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 585,854</u>	<u>\$ 779,021</u>	<u>\$ 971,416</u>	<u>\$ 1,289,862</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
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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	<u>714,703</u>	<u>681,700</u>	<u>716,800</u>	<u>755,670</u>	11%

TRANSFERS IN AND USE OF FUND BALANCE

387500 Use of Net Position	-	-	-	-	
TOTAL TRANSFER IN AND USE OF NET POSITION	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Total Revenue, Transfers In, and Use of Net Position

	714,703	681,700	716,800	755,670	
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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	-	
	<u>322,672</u>	<u>488,533</u>	<u>331,238</u>	<u>437,224</u>	0%
TOTAL EXPENDITURES	<u>322,672</u>	<u>488,533</u>	<u>331,238</u>	<u>437,224</u>	-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	<u>392,031</u>	<u>193,167</u>	<u>385,562</u>	<u>318,446</u>	0%

Total Expenditures and Contribution to Net Position

	714,703	681,700	716,800	755,670	
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NOTES



Tentative Budget

STREETLIGHT FUND (570)

Fiscal Year 2019/2020

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 Tentative Budget

INTERNAL SERVICE FUNDS

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



Tentative Budget

Fiscal Year 2019/2020

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	Tentative 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	<u>\$ 4,250,205</u>	<u>\$ 2,509,461</u>	<u>\$ 3,558,195</u>	<u>\$ 3,531,442</u>

BUDGET & FINANCIAL HISTORY

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



Tentative Budget

Fiscal Year 2019/2020

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	Tentative 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%



Tentative Budget

Fiscal Year 2019/2020

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	Tentative 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	



Tentative Budget

Fiscal Year 2019/2020

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



Tentative Budget

FLEET REPLACEMENT LIST

Fiscal Year 2019/2020

Asset #	Department	Description	Serial Number	Total Pts	Replacement Asset	Estimate	Note
VEHICLES							
<i>15-Point Rating</i>							
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							
<i>15-Point Rating</i>							
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	
<i>10-Point Rating</i>							
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							
<i>10-Point Rating</i>							
T24	STREETS	1998 Trailer Flat Trailer,Flatbed	unknown	17	FLATBED TRAILER	13,125.00	
T03206	STREETS	2003 Lee Boy Trailer	42EPPL4X31000648	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 necessitates 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.



Tentative Budget

Fiscal Year 2019/2020

IT INFRASTRUCTURE INTERNAL SERVICE FUND (620)

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 1,092,079</u>	<u>\$ 1,092,079</u>	<u>\$ 1,238,091</u>	<u>\$ 1,238,091</u>

BUDGET & FINANCIAL HISTORY

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

384200 General Fund Assessment	300,000	330,000	330,000	330,000	
361000 Interest Earnings	17,497	-	-	-	
TOTAL REVENUE	<u>317,497</u>	<u>330,000</u>	<u>330,000</u>	<u>330,000</u>	0%

TRANSFERS IN AND USE OF FUND BALANCE

387500 Use of Fund Balance	-	-	-	-	
TOTAL TRANSFER IN AND USE OF FUND BALANCE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	

Total Revenue, Transfers In, and Use of Fund Balance	317,497	330,000	330,000	330,000	
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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	<u>307,948</u>	<u>330,000</u>	<u>183,988</u>	<u>330,000</u>	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	<u>128,367</u>	<u>-</u>	<u>146,012</u>	<u>-</u>	0%

Total Expenditures and Contribution to Fund Balance	436,315	330,000	330,000	330,000	
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Tentative Budget

Fiscal Year 2019/2020

RISK MANAGEMENT INTERNAL SERVICE FUND (670)

STAFFING

Title	Grade	FT	PT	Grade	FT	PT
Risk Manager	Position previously in the General Fund			GR68	1	
					<u>1</u>	<u>0</u>

FUND BALANCE

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative 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	<u>\$ 501,603</u>	<u>\$ 328,603</u>	<u>\$ 527,714</u>	<u>\$ 272,074</u>

BUDGET & FINANCIAL HISTORY

	Prior Year Actual FY 17-18	Amended Budget FY 18-19	Estimated Actual FY 18-19	Tentative Budget FY 19-20	Change
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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	<u>929,032</u>	<u>1,291,000</u>	<u>1,155,600</u>	<u>1,474,828</u>	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	<u>143,516</u>	<u>173,000</u>	<u>-</u>	<u>255,640</u>	

Total Revenue, Transfers In, and Use of Fund Balance	<u>1,072,548</u>	<u>1,464,000</u>	<u>1,155,600</u>	<u>1,730,468</u>	
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Tentative Budget

Fiscal Year 2019/2020

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	Tentative 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	



Tentative Budget

Fiscal Year 2019/2020

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 liable.
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 Tentative Budget

APPENDIX

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



Tentative Budget

STAFFING CHANGES

Fiscal Year 2019/2020

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)



Tentative Budget

STAFFING CHANGES

Fiscal Year 2019/2020

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)



Tentative Budget

STAFFING CHANGES

Fiscal Year 2019/2020

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



Tentative Budget STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	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	
				<u>1</u>	<u>6</u>				<u>2</u>	<u>7</u>
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	
				<u>0</u>	<u>0</u>				<u>2</u>	<u>0</u>
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					
				<u>5</u>	<u>1</u>				<u>3</u>	<u>0</u>
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	
				<u>3</u>	<u>0</u>				<u>2</u>	<u>0</u>
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	
				<u>2</u>	<u>0</u>				<u>2</u>	<u>0</u>
EVENTS										
Events Manager	24.04	34.21	GR59	1						
Volunteer & Events Coordinator	20.73	29.50	GR53	1		21.29	30.30	GR53	2	
				<u>2</u>	<u>0</u>				<u>2</u>	<u>0</u>
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					
				<u>7</u>	<u>1</u>				<u>7</u>	<u>0</u>



Tentative Budget

STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	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
				<u>4</u>	<u>2</u>				<u>5</u>	<u>3</u>
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					
				<u>2</u>	<u>2</u>				<u>3</u>	<u>0</u>
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
				<u>9</u>	<u>0</u>				<u>10</u>	<u>2</u>
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	
				<u>5</u>	<u>0</u>				<u>5</u>	<u>0</u>
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
				<u>5</u>	<u>2</u>				<u>5</u>	<u>2</u>
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	
				<u>4</u>	<u>0</u>				<u>4</u>	<u>0</u>



Tentative Budget STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	Min	Max	Grade	FT	PT
RISK MANAGEMENT										
Risk Manager	30.02	42.72	GR68	1						
				<u>1</u>	<u>0</u>					
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	
				<u>7</u>	<u>0</u>				<u>7</u>	<u>0</u>
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	
				<u>9</u>	<u>0</u>				<u>9</u>	<u>0</u>
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	
				<u>10</u>	<u>0</u>				<u>10</u>	<u>0</u>
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	
				<u>8</u>	<u>0</u>				<u>10</u>	<u>0</u>



Tentative Budget STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	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	
				<u>2</u>	<u>0</u>				<u>2</u>	<u>0</u>
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	
				<u>3</u>	<u>0</u>				<u>3</u>	<u>0</u>
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
				<u>7</u>	<u>0</u>				<u>7</u>	<u>1</u>
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
				<u>7</u>	<u>0</u>				<u>6</u>	<u>0</u>
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
				<u>7</u>	<u>2</u>				<u>8</u>	<u>2</u>



Tentative Budget STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	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 Maintenance Worker III	18.80	26.72	GR49			19.31	27.44	GR49		
Street Maintenance Worker II	17.01	24.22	GR45	17		17.47	24.87	GR45	17	
Street Maintenance Worker I	15.41	21.94	GR41			15.83	22.53	GR41		
Seasonal Laborer	12.00	12.00			2	12.00	12.00			2
				<u>24</u>	<u>2</u>				<u>24</u>	<u>2</u>
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	
Facilities Maintenance Technician 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		
				<u>10</u>	<u>0</u>				<u>10</u>	<u>0</u>
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						
				<u>7</u>	<u>0</u>				<u>4</u>	<u>0</u>
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
				<u>16</u>	<u>34</u>				<u>16</u>	<u>34</u>
CEMETERY										
Cemetery Sexton	23.46	33.37	GR58	1		24.09	34.27	GR58	1	
				<u>1</u>	<u>0</u>				<u>1</u>	<u>0</u>



Tentative Budget STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	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	13		27.94	GRF61	12		
Fire Engineer II	18.39	25.88	GRF59	18		24.09	GRF55	18		
Fire Engineer I	17.51	24.65	GRF57	2	1	22.92	GRF53	2		
Firefighter II	16.67	23.46	GRF55	1		24.87	GR45	1		
Firefighter I	15.86	22.32	GRF53	1		30.30	GR53	1		
Fire Service Officer	17.01	24.22	GR45	1		30.30	GR53	1		
Fire Records Operations Manager	20.73	29.50	GR53			28.83	GR51			
Executive Assistant	20.73	29.50	GR53							
Public Education Specialist										
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	94		22.61	31.83	GRP55	97	
Police Officer I	20.95	29.49	GRP53			21.52	30.29	GRP53		
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 Specialist	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



Tentative Budget

STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	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
				<u>1</u>	<u>87</u>				<u>1</u>	<u>91</u>
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
				<u>9</u>	<u>1</u>				<u>9</u>	<u>1</u>
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		
				<u>10</u>	<u>0</u>				<u>10</u>	<u>0</u>
TOTAL GENERAL FUND EMPLOYEES				<u><u>437</u></u>	<u><u>151</u></u>				<u><u>442</u></u>	<u><u>155</u></u>
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		
				<u>19</u>	<u>0</u>				<u>19</u>	<u>0</u>
WASTEWATER FUND										
Wastewater Division Supervisor	29.30	41.68	GR67	1		30.09	42.81	GR67	1	
Wastewater Repair Crew Supervisor	15.41	21.94	GR41	1		15.83	22.53	GR41	1	
Wastewater System Lead	25.25	35.94	GR61			25.93	36.91	GR61		
Wastewater System Operator II	22.89	32.57	GR57	13		23.51	33.45	GR57	13	
Wastewater System Operator I	20.73	29.50	GR53			21.29	30.30	GR53		
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
				<u>15</u>	<u>1</u>				<u>15</u>	<u>1</u>
SOLID WASTE FUND										
Solid Waste Maintenance Worker	15.41	21.94	GR41	2		15.83	22.53	GR41	2	
				<u>2</u>	<u>0</u>				<u>2</u>	<u>0</u>



Tentative Budget

STAFFING DOCUMENT

Fiscal Year 2019/2020

Title	FY 18-19 Budget					FY 19-20 Budget				
	Min	Max	Grade	FT	PT	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		
				<u>15</u>	<u>0</u>				<u>15</u>	<u>0</u>
RISK MANAGEMENT										
Risk Manager						30.83	43.87	GR68	1	
									<u>1</u>	<u>0</u>
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	
				<u>8</u>	<u>0</u>				<u>9</u>	<u>0</u>



Tentative Budget

Fiscal Year 2019/2020

LONG-TERM DEBT

Purpose	GENERAL FUND					SOUTH VALLEY WATER RECLAMATION					
	2013 Sales Tax Revenue Bond Fire Station #54	2014 GO Bond Refunding for interest savings	2015 Sales Tax Revenue Bond Park Improvements & Street Lights	2016 MBA Bond Public Works Building	2008 Tax Increment Bond KraftMaid RDA	2013 Water Revenue Bond Water Improvements	2017 Water Revenue Bond Water Tanks	2016 Storm Drain Revenue Bond Storm Drain Improvements	2008 Sewer Revenue Bond Sewer Treatment Facility	2014 Sewer Revenue Bond Sewer Treatment Facility	2018 Sewer Revenue Bond Grit & Nutrient Project
Outstanding 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

Purpose	2014 Vehicle Lease	2014 Vehicle Lease	2016 Vehicle Lease ¹	2018 Vehicle Lease ²	2018 Vehicle Lease ³
	6 Trucks	3 Trucks			
Outstanding 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 Vector Truck, 2018 SWAT F750 Box Truck, 2015 Catepillar 320e Excavator

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



Tentative Budget

EXPANSION REQUESTS

Fiscal Year 2019/2020

			On-Going Cost	One-Time Cost	Savings	Budget Impact	Incl.
GENERAL FUND							
<u>Personnel Requests</u>							
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



Tentative Budget

EXPANSION REQUESTS

Fiscal Year 2019/2020

			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



Tentative Budget

EXPANSION REQUESTS

Fiscal Year 2019/2020

			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	



Tentative Budget

EXPANSION REQUESTS

Fiscal Year 2019/2020

			On-Going Cost	One-Time Cost	Savings	Budget Impact	Incl.
OTHER FUNDS							
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