



# City of Bountiful, Utah

**Operating & Capital Budgets  
Long-Term Capital Plan, Charges and Fees  
Fiscal Year 2016-2017**



**FINAL ADOPTED BUDGET  
June 21, 2016**



# 2016-2017 OPERATING & CAPITAL BUDGETS (WITH FEES & CHARGES)

## PRESENTED TO:

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Councilwoman  
Councilman  
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City Manager  
Assistant City Manager  
City Attorney  
Finance Director  
Human Resources Manager  
City Treasurer  
Streets & Sanitation Director  
Parks Director  
Light & Power Director  
Police Chief  
City Engineer & Public Works Director  
Water Director  
Information Technology Manager  
Planning & Economic Development Director



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# INTRODUCTION





# INTRODUCTION

The Honorable Randy Lewis, Mayor  
Members of City Council

Dear Mayor and City Council,

We present you with Bountiful City's consolidated budget for Fiscal Year 2016-2017 which begins on July 1, 2016 and ends on June 30, 2017. This budget is the adopted version as originally presented on June 14, 2016 with final revisions as adopted by you on June 21, 2016 for changes related to the Certified Property Tax rate and revenue. The consolidated budget is balanced with respect to revenues and expenditures/expenses as a result of the process used to develop the budget. This process is guided by a collaborative effort of our elected officials and City staff with a continuing shared goal of keeping Bountiful City financially stable, fiscally balanced, and diverse both now and in the future. Also included in the budget are the Council's previously set policy priorities upon which the budget is structured.

In the pages that follow, you will find sections for each department of the City, including narrative descriptions and budget data for each department's operational and capital plans along with sections for fees and charges and long-term capital plans for City Departments. The consolidated document also includes budgets for the Revolving Loan Fund and Operating Fund of the Bountiful Redevelopment Agency (RDA) and the budget of the Municipal Building Authority of Bountiful (MBA). Both the RDA and the MBA are organized and operate as separate legal entities under State law being governed by boards of directors. The City Council sits as the board of directors for both the RDA and the MBA as specified in State law. For reporting purposes, the RDA and MBA are both reported in the consolidated budget document and the City's Comprehensive Annual Financial Report (CAFR) as Special Revenue Funds. However, due to a long established City budget reporting practice, the MBA is integrated (for budget purposes) as a department within the City's budget and is adopted as such. Conversely, the RDA's budget (while being included for reference in the consolidated budget document) is presented under a separate approval and adoption process from the City's budget.

The financial well-being and budget of the City are subject to the external forces of mandates imposed by Federal and State laws and regulations, along with changing economic conditions. These competing forces must then be balanced against the need for maintaining services and acceptable conditions of City assets such as equipment, public buildings, roads, water lines, power facilities and valued community amenities. Striking a balance between competing external forces and City needs will, from time-to-time, result in a need for adjustment to fees, charges and other funding mechanisms. Management seeks always to maintain a solid financial base, a fundamental pay-as-you go philosophy for most financing needs and to keep taxes and fees low but consistent with maintaining services and the condition of public assets.

The budget contains no general tax increases, but does incorporate the newly adopted county local option transportation fee of 0.25% and the additional \$0.05 per gallon State gas tax. As mentioned last

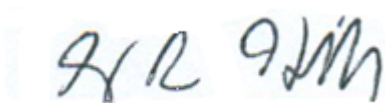
year, staff conducted an evaluation of the financial conditions of several of the City's Enterprise Funds. From this evaluation, the budget for Fiscal Year 2016-2017 contains selected fee increases in the Recycling, Storm Water, Power, and Cemetery Funds of the City which are designed to maintain service levels and the condition of infrastructure. There are also a few minor adjustments in selected fees for service in the Administrative and Engineering Departments (which are revenue neutral).

Budgets are developed from the base established in the previous year. Personnel Services increases stem from adjustments in the rates for health insurance (approximately 4% increase over the prior year) a cost of living allowance of 1% for FLSA Exempt employees and 2% for non FLSA Exempt employees with compensation adjustments for merit based pay (for those eligible). One new position is proposed in the Parks Department to address the increased service demands that will come from servicing the new Creekside Park property. Operations and Maintenance expenditures are subject to adjustments for such items as utility costs, maintenance agreements and the like. Capital expenditures are based on the need for replacement of infrastructure in accordance with the long-term capital plan of the City.

This document represents the final adopted budget of the City to be used as a comprehensive guide for the budgeted services scheduled to be provided for the residents and patrons of Bountiful City. As noted during the June budget presentations, management will be adding further narrative and numeric data with additional graphs to this adopted document over the next few months. The additional information is required of entities that are applying for the national Government Finance Officers Association (GFOA) "**Distinguished Budget Presentation Awards Program**". Management feels that the City's budget process and resulting updated document may have risen to a level that would make the City eligible for this industry award program and is therefore seeking the award for the 2016-2017 Fiscal Year. Fiscal Year 2016-2017 is the first year of award application for the City and management is hopeful that the GFOA will grant the award. The GFOA budget award program is similar in nature to the "**Certificate of Achievement for Excellence in Financial Reporting Program**" which has been awarded to Bountiful City for the City's Comprehensive Annual Finance Report (CAFR) since 1981.

City Management, Department Heads and Staff all convey their collective appreciation for the efforts and support of the Mayor and Council in the budgeting process. We look forward to an upcoming successful year for Bountiful City.

Respectfully,



Gary R. Hill  
City Manager



Galen D. Rasmussen, CPA  
Assistant City Manager

# CITY COUNCIL POLICY PRIORITIES

These Policy Priorities are intended to provide the Council, Staff and the City's boards, commissions and residents with a succinct, unified vision of what is important to the City of Bountiful.

## TIER 1

### Improve & Maintain Infrastructure

- Stay ahead of maintenance curve
- Appropriate & reasonable utility rates
- Long-term capital planning

### Community-Compatible Econ. Development

- Lower the tax burden of residents
- Broaden the tax base
- Provide jobs & services
- Creative redevelopment

### Financial Balance & Accountability

- Pay-as-you-go
- Transparency
- Balanced revenue sources

## TIER 2

### Sustainable Bountiful

- Long-term vision in planning
- Balanced housing mix
- Clean, safe neighborhoods

### Open, Accessible, & Interactive Government

- Resident engagement
- Customer relations

- Professional, well trained staff

### Preserve Community Identity & Vitality

- Vibrant Main Street
- Celebration & events
- Arts & history
- Public safety

## TIER 3

### Public Safety & Emergency Preparedness

- Community-oriented Police and Fire
- Active emergency preparation
- Engage & train neighbors

### Regional Cooperation & Collaboration

- Shared facilities
- Strong relationships
- Economies of scale

### Quality & Varied Recreational Opportunities

- Well maintained parks
- Trails & urban pathways
- World-class golf facility

# SUMMARY OF PROPOSED BUDGETS

## BOUNTIFUL CITY BUDGET SUMMARY (condensed) Fiscal Year 2016-2017

<b>REVENUES:</b>	<b>TOTAL</b>
Property Taxes & Fees-in-Lieu of Property Taxes	2,572,796
Sales Taxes	7,357,682
Utility Franchise & Municipal Energy Sales Taxes	3,240,000
E911 Telephone Revenue	575,000
Business Licenses, Building & Street Opening Permits, Subdivision Fees	521,000
Refuse Collection Fees & Landfill Charges	2,146,636
Liquor Fund Allotment (from State of Utah)	37,000
Cemetery Lot Sales and Related Fees	401,300
Bail Forfeitures (District Court)	150,000
Interest Income	996,000
Lease or Rental Income	260,644
Contribution in Aid from outside entities	964,500
Class "C" Road Allotment (from State of Utah)	1,470,000
Local Highway Transit Tax (from County and State of Utah)	560,000
Recycling Fees	417,450
Storm Water Fees	1,361,004
Sale of Water	4,000,000
Golf Course Fees & Cart Rental	1,505,000
Sale of Electricity	26,658,550
Grants	43,700
Miscellaneous Income	1,561,469
Intra-City Transfers	9,092,776
<b>Sub-total - Revenues</b>	<b>65,892,507</b>
Adjustment for Intra-City Revenue & Transfers	<b>(9,092,776)</b>
<b>NET REVENUES</b>	<b>56,799,731</b>



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**EXPENDITURES & EXPENSES:**

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Legislative (Mayor, Council and Community Engagement)	1,596,470
Legal (Civil and Prosecution)	315,936
Executive (City Manager & City Recorder)	168,966
Human Resources (Includes Payroll)	133,664
Information Technology (Computer systems, telecommunications and related services)	455,585
Finance (Includes Assistant City Manager and Budget functions)	403,478
Treasury (Includes utility customer services and billing)	295,694
General Government Buildings	156,694
Police (Police and Dispatch Services)	7,642,557
Fire & Emergency Medical Services (provided via Interlocal agreement with the South Davis Metro Fire Agency)	2,098,000
Streets (Includes construction, maintenance and snowplowing)	4,696,645
Engineering (Includes Public Works and Building Inspection)	653,211
Parks	4,164,287
Planning (Includes Licensing and Code Enforcement)	222,251
Debt Service	248,900
Municipal Building Authority (MBA)	208,777
Recycling	418,250
Storm Water	1,375,404
Water	5,314,960
Light & Power	29,670,903
Golf Course	1,614,578
Sanitation (includes Landfill)	2,241,536
Cemetery	499,252
Recreation Arts and Parks (RAP) Tax	451,000
Internal Service (Computer Replacement, Liability Insurance, Worker's Compensation)	845,509
<b>Sub-total - Expenditures &amp; Expenses</b>	<b>65,892,507</b>
Adjustment for Intra-City Revenue & Transfers	<b>(9,092,776)</b>
<b>NET EXPENDITURES &amp; EXPENSES</b>	<b>56,799,731</b>

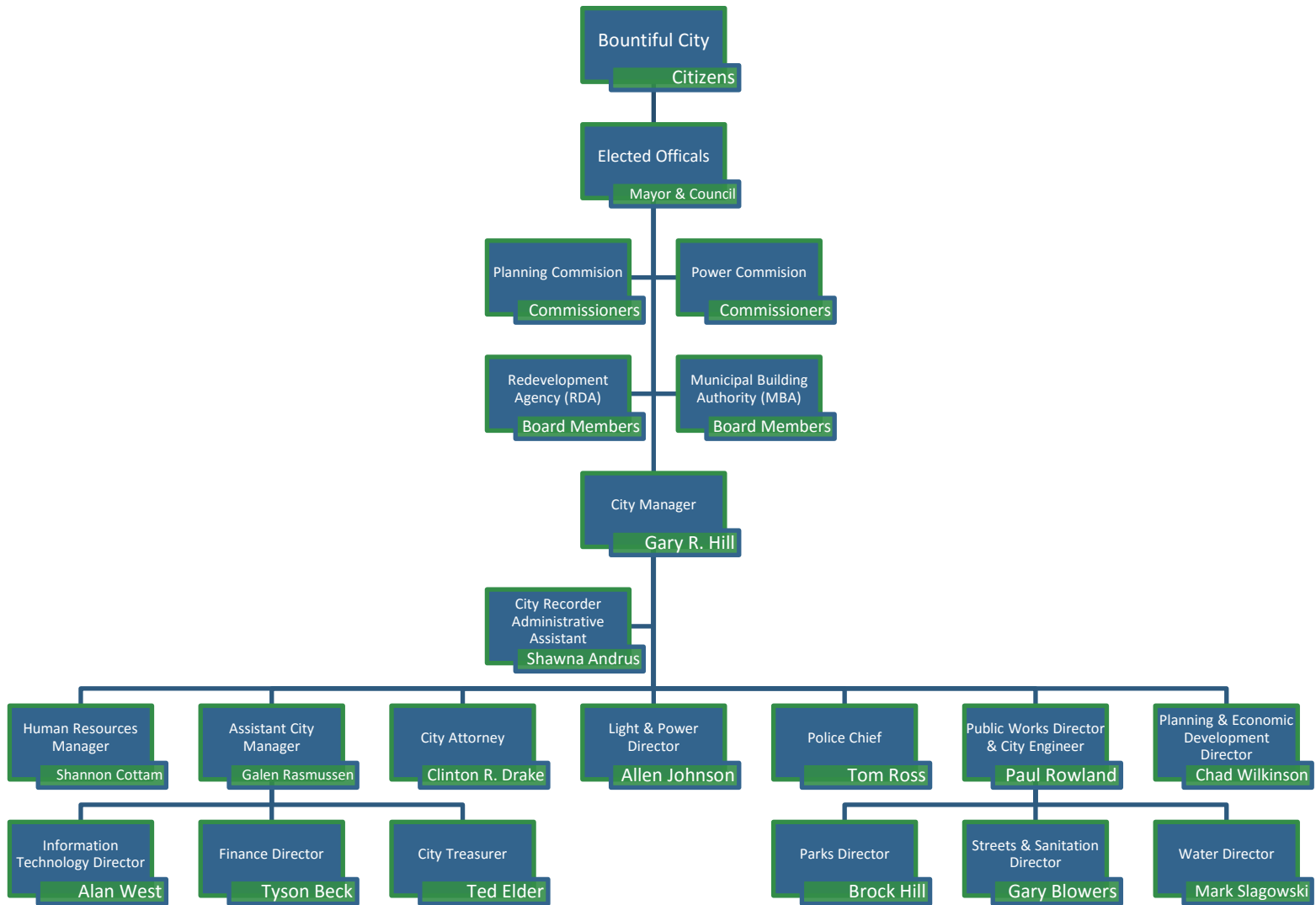
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**NOTES:**

*The Bountiful Municipal Building Authority is a separate legal entity but is integrated with the City budget for ease of administration.*

*The Bountiful Redevelopment Agency is a separate legal entity with a separately presented and adopted budget.*

# CITY ORGANIZATIONAL CHART







# BUDGET CALENDAR

## JANUARY - MARCH 2016

### **Monday, January 11:**

Preliminary personnel services projections due from Human Resources Manager. City Manager meets with Assistant City Manager, Finance Director, Assistant Finance Director and City Treasurer to discuss revenues and trends and to forecast revenues.

### **Tuesday, January 19:**

Review of budget packet formats and discussion of budget process with Department Heads. Preparation of departmental operating and capital budgets begins for Bountiful City (City), Municipal Building Authority (MBA) and Redevelopment Agency (RDA).

### **Thursday, February 4 and Friday, February 5:**

Council Retreat to discuss overall vision, priorities, budget framework, process, guidelines and other planning.

### **Thursday, February 25:**

Quarterly Management Meeting to review budget and other matters.

### **Thursday, March 3:**

Department operating and ten-year capital budgets are due to the City Manager and Assistant City Manager. Department Heads to submit budgets (narrative, cost and other numeric data) via email in Microsoft Word and Excel formats.

City Manager meets again with Assistant City Manager, Finance Director, Assistant Finance Director and City Treasurer to update previously developed revenue forecasts and trends.

### **Monday, March 14 to Thursday, March 24:**

City Manager, Assistant City Manager and Human Resources Manager scheduled to review department budget requests with Department Heads for the City, MBA and RDA. Follow-up meetings are scheduled as needed to achieve a balance between department requests, available revenues and overall goals and objectives. Department Heads to email final versions of their City Manager approved budgets to the City Manager and Assistant City Manager.

## APRIL – MAY 2016

### Monday, March 28 to Thursday, April 7:

Budget submissions will be compiled in one consolidated document and distributed to Council Committees for review prior to the first scheduled budget committee meetings.

### Monday, April 11 to Tuesday, April 19:

City Council budget committee reviews of department budget requests. Meeting times to be set by City Manager and Committee Chairs.

#### Committee Assignments:

Committee	Public Safety & Public Relations	Committee	Water
Committee Chair	Councilman John Marc Knight	Committee Chair	Councilwoman Kendalyn Harris
Committee	Parks, Recreation & Fine Arts	Committee	Streets & Sanitation (Traffic Safety Committee)
Committee Chair	Councilman John Pitt	Committee Chair	Councilman Richard Higginson
Committee	Light & Power	Committee	Finance, Administration & RDA
Committee Chair	Councilwoman Beth Holbrook	Committee Chair	Mayor Randy Lewis

### Monday, April 25 to Thursday, May 5:

City Manager and Assistant City Manager prepare the Tentative Operating and Capital budget (City, MBA and RDA) along with the consolidated Ten-Year Capital Plan following committee approvals. The Tentative Budget and Ten-Year Capital Plan documents are to be delivered to the Mayor and City Council with all items scheduled for adoption on Tuesday, May 10.

## MAY – JUNE 2016

### Tuesday, May 10:

Tentative Budget for Fiscal Year 2016-2017 presented for adoption by the City Council. City Council to review the annual Tentative Operating and Capital Budget and the Long-Term Capital Plan at Work Session. In regular City Council Meeting, the City Council shall consider adoption of the Tentative Budget and the Long-Term Capital Plan along with setting **public hearings on Tuesday, June 14.**

### Wednesday, May 11 to Tuesday, June 14:

City, MBA and RDA Tentative Budgets for Fiscal Year 2016-2017 open for public inspection at Bountiful City Hall. City Council Meeting scheduled for May 24 and June 14 are open for reviews of the budget. City Manager and Assistant City Manager prepare a budget message for use at the June 14<sup>th</sup> City Council Meeting.

**Tuesday, June 14:**

- 1.) Reopening the current City & Municipal Building Authority (MBA) budget for Fiscal Year 2015-2016
- 2.) Proposed City & MBA Fiscal Year 2016-2017 budget

In Redevelopment Agency board meeting, the City Council (as RDA Board) shall consider adoption of the tentative RDA budget and setting public hearings beginning on Tuesday, June 14, 2016:

- 1.) Reopening the current RDA Fiscal Year 2015-2016 budget
- 2.) Proposed RDA Fiscal Year 2016-2017 budget

Notices of public hearings on the budget to be published in the City newsletter, on utility bills, and City and Utah Public Notice Websites in May and early June. Additional notices of Public Hearings to be published in the *Davis County Clipper* on Thursday, June 2 and Thursday, June 9, 2016.

**Tuesday, June 14:**

City Council Meeting:

- 1.) Work Session
- 2.) Public Hearing to reopen the City & MBA Fiscal Year 2015-2016 budget
- 3.) Public Hearing on the City & MBA Fiscal Year 2016-2017 budget

City Council to consider adoption of:

- 1.) Resolution setting the property tax rate for 2016
- 2.) Ordinance amending the Fiscal Year 2015-2016 budget
- 3.) Ordinance approving the Fiscal Year 2016-2017 budget; rates, taxes & fees; compensation schedules & URS rates
- 4.) Resolution approving the Fiscal Year 2017-2026 Long-Term Capital Plan

RDA Meeting:

- 1.) Work Session
- 2.) Public Hearing to reopen the RDA Fiscal Year 2015-2016 budget
- 3.) Public Hearing on the RDA Fiscal Year 2016-2017 budget

RDA Board to consider adoption of:

- 1.) Resolution amending the Fiscal Year 2015-2016 budget
- 2.) Resolution approving the Fiscal Year 2016-2017 budget

**Wednesday, June 15:**

Enter proposed City property tax rate and property tax revenue budget for Fiscal Year 2016-2017 in the Utah Certified Tax Rates system ([www.taxrates.utah.gov](http://www.taxrates.utah.gov)). Publish final budget document, as adopted. Email PDF document of adopted rates, taxes and fees to City Treasurer for update of utility billing and related systems for revenue collection (copy Department Heads).

**Starting, Thursday, June 23:**

Distribute printed and electronic copies of adopted budget:

- 1.) Upload budget information to Utah State Auditor via website at <http://auditor.utah.gov/forms-for-local-government/>
- 2.) Distribute electronic and printed copies of the adopted budget to elected officials, City departments and other parties requesting copies
- 3.) Email adopted budget to City Recorder for posting to City website
- 4.) Publish notice of final adopted budget availability for City, MBA and RDA in the *Davis County Clipper*. Budgets continuously available for public inspection at City Hall.

Upload adopted budget amounts (including amendments) into financial system for City, MBA and RDA. Publish notice of final adopted budget availability for City, MBA and RDA in the *Davis County Clipper*. Budgets available for public inspection at City Hall.

# ANNUAL STATISTICS

<u>Statistic/Data Measured</u>	<u>Unit of Measure</u>	<u>Current as of:</u>	<u>Data or Statistic</u>
<b>Date of Incorporation</b>		March 2016	December 14, 1892
<b>Form of government</b>		March 2016	Council-Manager by Ordinance
<b>Area (Square miles)</b>		March 2016	14
<b>Population</b>	Total (Utah estimate)	March 2016	43,385
	Percentage of population age 65 and older	2010	16.3%
	Percentage of population under age 5	2010	8.3%
	School age population	2010	20.4%
<b>Property Values</b>	Real Property	December 2015	\$2,401,522,689
	Personal Property	December 2015	\$73,056,256
	Centrally Assessed Property	December 2015	\$24,493,741
<b>Miles of streets (total)</b>		March 2016	159
<b>Miles of streets (overlaid)</b>		June 2015	7
<b>Miles of streets (reconstructed)</b>		June 2015	0.4
<b>Number of street lights</b>		June 2015	2,142
<b>City employees</b>	Full-time positions	July 2016	172
	Part-time positions	July 2016	41
	Total Employees	July 2016	212
<b>Fire protection:</b>	Number of stations (operated by South Davis Metro Fire Agency)	May 2016	2
	Number of fire calls	June 2015	936
	Number of EMS calls	June 2015	2,871
<b>Police protection:</b>	Number of stations	April 2016	1
	Number of patrol units	April 2016	22
	Number of case reports	December 2015	30,096
	Crimes per thousand population	December 2015	25

# ANNUAL STATISTICS (CONTINUED)

<u>Statistic/Data Measured</u>	<u>Unit of Measure</u>	<u>Current as of:</u>	<u>Data or Statistic</u>
<b>Municipal water department:</b>	Average daily gallons consumed	June 2015	4,185,000
	Number of connections	June 2015	10,898
	Miles of water mains	June 2015	176
<b>Sanitation &amp; Recycling:</b>	Number of Sanitation collection trucks	June 2015	13
	Tons of waste collected and landfilled	June 2015	68,795
	Tons of recyclables collected (service began December 1, 2008)	June 2015	2,384
<b>Storm Water:</b>	Miles of Encased Storm Drains	January 2016	71
	Miles of Concrete lined open ditch	June 2015	1
	Miles of storm drains inspected	June 2015	5
	Miles of streets cleaned	June 2015	158
<b>Power and light:</b>	Miles of distribution & transmission lines	June 2015	229
	Number of connections	January 2016	16,838
	Kilowatt hours sold	June 2015	277,674,203
<b>Building Permits Issued:</b>	Total	June 2015	62
<b>Recreation and culture:</b>	Number of parks	June 2015	13
	Number of covered picnic areas	June 2015	19
	Number of tennis courts	June 2015	20
	Number of pickleball courts	June 2015	6
	Number of soccer fields	June 2015	6
	Number of Trail Heads	June 2015	2
	Number of swimming pools (South Davis Recreation District)	June 2015	1
	Number of ice rinks (South Davis Recreation District)	June 2015	1
	Number of Libraries (Davis County)	June 2015	1
	Number of golf courses	June 2015	1 (18 holes)
	Number of art centers (Bountiful Davis Arts Center)	June 2015	1
<b>Ordinances Passed by City Council</b>		June 2015	28
<b>Resolutions Passed by City Council</b>		June 2015	11
<b>Registered voters</b>		November 2014	22,129
<b>Ballots Cast</b>		November 2014	12,329
<b>Percentage of registered voters voting</b>		November 2014	55.71%

# EMPLOYEES (FULL-TIME EQUIVALENTS)

Fiscal Year 2016-2017

Department	Fund	Full-Time FTE	Full-Time Hours	Part-Time FTE	Part-Time Hours	Total FTE	Total Hours
<b>GENERAL FUND</b>							
Legislative	General	0.5	1,040	0.1	167	0.6	1,207
Legal	General	2.6	6,448	0.0	0	2.6	6,448
Executive	General	1.3	2,704	0.2	449	1.5	3,153
Human Resources	General	3.0	6,240	0.5	1,040	3.5	7,280
Information Technology	General	1.6	3,328	0.0	0	1.6	3,328
Finance	General	4.0	8,320	0.6	1,248	4.6	9,568
Treasury	General	5.0	12,480	1.1	2,190	6.1	14,670
Government Buildings	General	1.0	2,080	0.6	1,166	1.6	3,246
Police	General	52.8	109,824	10.2	21,286	63.0	131,110
Streets	General	17.5	36,400	1.1	2,200	18.6	38,600
Parks	General	5.9	12,168	5.0	10,416	10.9	22,584
Engineering	General	5.7	11,856	0.4	760	6.1	12,616
Planning	General	1.6	3,328	1.0	1,040	2.6	4,368
Total General Fund		102.5	216,216	20.7	41,962	123.1	258,178
<b>ENTERPRISE FUNDS</b>							
Storm Water	Enterprise	4.0	8,320	0.8	1,700	4.8	10,020
Water	Enterprise	13.0	27,040	1.3	2,600	14.3	29,640
Power	Enterprise	34.0	70,720	1.8	3,812	35.8	74,532
Golf	Enterprise	5.0	10,400	10.4	21,700	15.4	32,100
Landfill	Enterprise	3.7	7,592	3.3	6,750	6.9	14,342
Sanitation	Enterprise	5.2	10,712	0.5	1,040	5.7	11,752
Cemetery	Enterprise	3.2	6,552	1.4	3,000	4.6	9,552
Total Enterprise Funds		68.0	141,336	19.5	40,602	87.5	181,938
<b>INTERNAL SERVICE FUNDS</b>							
Liability	Internal Service	0.5	1,040	0.0	0	0.5	1,040
Workers Compensation	Internal Service	0.5	1,040	0.0	0	0.5	1,040
Total Internal Service Funds		1.0	2,080	0.0	0	1.0	2,080
<b>SPECIAL REVENUE</b>							
Redevelopment Agency	Special Revenue	0.2	832	0.5	1,040	0.7	1,872
Total - All Funds		171.6	360,464	40.7	83,604	212.3	444,068





# INTRA-CITY REVENUES & TRANSFERS

FUND NUMBER	FUND NAME & TRANSFER DESCRIPTION	AMOUNT	TOTAL FUND
10	<b>General Fund</b>		
	Contribution from Light & Power	2,456,000	
	<b>Total General Fund</b>		2,456,000
45	<b>Capital Projects Fund</b>		
	From Undesignated Fund Balance	2,719,340	
	From General Fund	0	
	From RAP Tax Fund	401,390	
	<b>Total Capital Projects Fund</b>		3,120,730
51	<b>Water Fund</b>		
	From Unappropriated Retained Earnings	364,385	
	<b>Total Water Fund</b>		364,385
53	<b>Light and Power Fund:</b>		
	From Unappropriated Retained Earnings	2,200,000	
	Contribution to General Fund		
	Contribution to Rate Stabilization Fund		
	<b>Total Light and Power Fund</b>		2,200,000
55	<b>Golf Course Fund:</b>		
	From Replacement Reserve	57,578	
	<b>Total Golf Course Fund</b>		57,578
59	<b>Cemetery Fund:</b>		
	From Unappropriated Retained Earnings	83,852	
	<b>Total Cemetery Fund</b>		83,852
61	<b>Computer Replacement Fund:</b>		
	From Undesignated Fund Balance	0	
	Charges for Services	38,341	
	<b>Total Computer Maintenance Fund</b>		38,341

## INTRA-CITY REVENUES & TRANSFERS (CONTINUED)

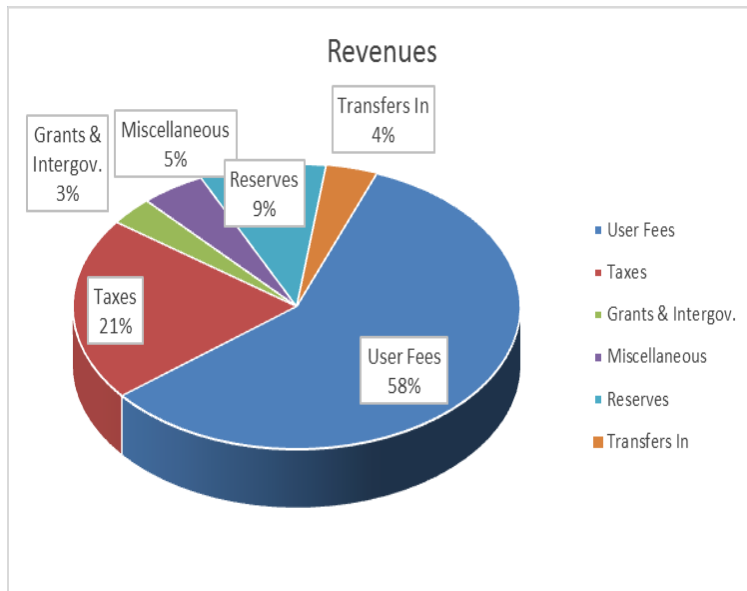
FUND NUMBER	FUND NAME & TRANSFER DESCRIPTION	AMOUNT	TOTAL FUND
63	<b>Liability Insurance Fund:</b>		
	Contribution - Insurance Premiums	335,000	
	From Undesignated Fund Balance	170,554	
	<b>Total Liability Insurance Fund</b>		505,554
64	<b>Worker's Compensation Insurance Fund:</b>		
	Contribution - W/C Premium	238,000	
	From Undesignated Fund Balance	28,336	
	<b>Total Worker's Compensation Fund</b>		266,336
<b>TOTAL</b>			<b>9,092,776</b>

# FISCAL YEAR 2016-2017 BUDGET SUMMARY

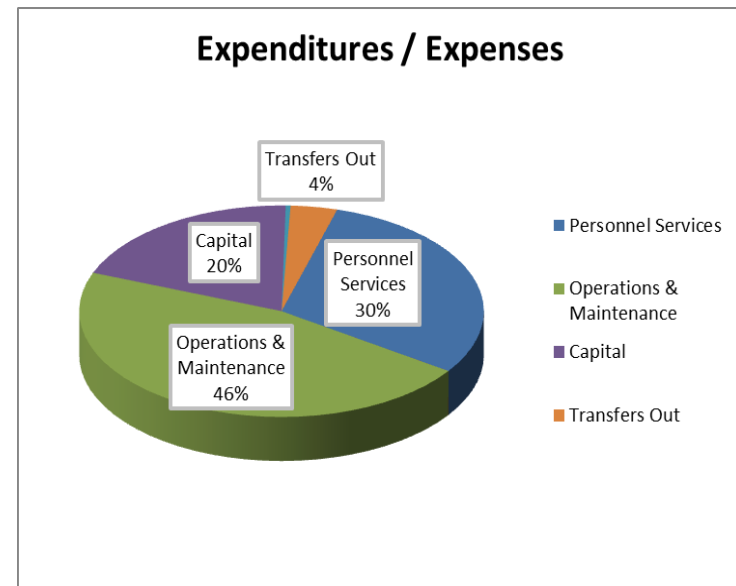
## OVERVIEW

Bountiful City's budget is comprised of 29 departments within 16 funds. General tax supported activities include administration, police, fire, parks and streets. Fee supported activities include recycling, storm water, water, electric power, golf, landfill, sanitation and cemetery. There are also specialized funds to account for activities such as general liability insurance, workers compensation insurance, centralized computer operations and RAP Tax. The summary below and those that follow do not include the Redevelopment Agency which is a separate legal entity. However, the RDA's budgets are included in the final sections of this document for reference.

**FY 2016-2017 Budget - Sources of Funds**



**FY 2016-2017 Budget - Uses of Funds**





# GENERAL & CAPITAL FUNDS



# GENERAL FUND REVENUE SUMMARY

1	GENERAL FUND - REVENUES BY TYPE												1	
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2	
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	<b>TAXES AND FEES-IN-LIEU</b>												5	
6	101010	311000	General Property Taxes	2,142,825	2,141,973	2,101,607	1,702,906	432,376	2,135,282	2,135,282	2,135,282	2,178,796	43,514	6
7	101010	312000	Prior Yrs'Taxes-DelInquent	102,547	91,768	68,372	11,496	63,504	75,000	90,000	90,000	70,000	(20,000)	7
8	101010	315000	Fees-In-Lieu Of Prop Tax	217,573	211,290	210,449	103,195	106,914	210,109	210,000	210,000	210,000	0	8
9	101020	313000	Sales & Use Tax-General	2,155,568	3,548,281	3,775,494	1,689,605	3,410,395	5,100,000	4,824,524	5,013,524	3,716,852	(1,107,672)	9
10	101020	313010	Sales & Use Tax-West Btfl	174,204	178,413	187,598	75,171	195,444	270,615	175,000	175,000	200,000	25,000	10
11	101030	314010	Utility Tax-Telephone	662,375	625,120	526,172	171,896	378,104	550,000	590,000	590,000	550,000	(40,000)	11
12	101030	314020	Utility Tax-Natural Gas	839,663	875,472	795,765	126,737	673,263	800,000	830,000	830,000	830,000	0	12
13	101030	314030	Utility Tax-Electricity	1,612,673	1,546,758	1,472,327	570,858	763,907	1,334,765	1,500,000	1,500,000	1,545,000	45,000	13
14	101030	314040	Utility Tax-Cable	301,563	310,303	309,114	79,473	235,527	315,000	310,000	310,000	315,000	5,000	14
15	101030	341900	E911 Telephone Revenue	592,421	587,981	578,293	192,964	385,036	578,000	585,000	585,000	575,000	(10,000)	15
16	101040	311100	Property Tax Increment - RDA	0	0	8,190	0	115,000	115,000	0	116,000	114,000	114,000	16
17	Sub-total			8,801,413	10,117,359	10,033,381	4,724,301	6,759,470	11,483,771	11,249,806	11,554,806	10,304,648	(945,158)	17
18													18	
19	<b>LICENSES &amp; PERMITS</b>												19	
20	102000	321000	Business Licenses	120,818	111,321	113,986	30,777	87,127	117,904	110,000	110,000	110,000	0	20
21	102000	322100	Building Permits	302,494	402,861	332,412	228,954	113,876	342,830	195,000	195,000	250,000	55,000	21
22	102000	322600	Street Opening Permits	169,834	154,413	192,655	56,579	53,411	109,990	140,000	140,000	140,000	0	22
23	102000	322700	Sign Permits	600	0	150	150	0	150	0	0	0	0	23
24	102000	341300	Zoning & Subdivision Fees	24,167	21,540	31,364	8,081	12,729	20,810	10,000	10,000	20,000	10,000	24
25	Sub-total			617,913	690,135	670,567	324,540	267,144	591,684	455,000	455,000	520,000	65,000	25
26													26	
27	<b>GRANTS &amp; INTERGOVERNMENTAL</b>												27	
28	103000	334100	Federal Grants - Miscellaneous	0	0	22,800	8,250	15,500	23,750	0	0	20,000	20,000	28
29	103000	334500	Federal Bulleprf Vest Grant	1,600	0	0	0	0	0	0	0	0	0	29
30	103000	334600	Federal Byrne/JAG Grant	284,253	49,859	7,453	0	7,050	7,050	45,000	45,000	9,000	(36,000)	30
31	103000	335100	State Grants - Miscellaneous	0	0	9,545	967	70,566	71,533	0	0	8,500	8,500	31
32	103000	335110	State-DavisMetroNarc.SF/HIDTA	0	0	6,267	4,864	1,500	6,364	0	0	6,200	6,200	32
33	103000	335600	Class 'C' Road Fund Allot	1,304,436	1,246,834	1,315,351	156,983	1,208,489	1,365,472	1,240,000	1,240,000	1,470,000	230,000	33
34	103000	335700	County Hwy/Transit SlsTx-Contrib	0	0	0	0	100,000	100,000	0	0	560,000	560,000	34
35	103000	335800	State Liquor Fund Allot	34,426	36,372	38,395	36,986	0	36,986	38,000	38,000	37,000	(1,000)	35
36	103000	335900	State DUI OT Reimbursement	0	0	10,194	6,337	4,649	10,986	0	0	10,000	10,000	36
37	Sub-total			1,624,716	1,333,065	1,410,005	214,387	1,407,754	1,622,142	1,323,000	1,323,000	2,120,700	797,700	37

# GENERAL FUND REVENUE SUMMARY

GENERAL FUND - REVENUES BY TYPE													
			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	
	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	
<b>CHARGES FOR SERVICES</b>													
6	104000 341400	Traffic School Fees	4,600	2,800	2,800	1,200	1,300	2,500	3,000	3,000	2,800	(200)	6
7	104000 342200	Spec Protective Services	10,787	8,963	9,210	4,065	4,065	8,130	9,000	9,000	9,000	0	7
8	104000 342300	School Rsrc Offcr Reimb	95,296	102,730	104,400	0	104,400	104,400	100,000	100,000	104,400	4,400	8
9	104000 342400	Dispatch Services	272,666	275,012	280,846	141,631	141,631	283,262	280,846	280,846	283,262	2,416	9
10	104000 343000	Streets & Public Improv	49,826	56,135	78,345	30,394	24,500	54,894	40,000	40,000	45,000	5,000	10
11	104000 343500	Code Enforcement Restitut	1,592	0	805	0	0	0	3,000	3,000	3,000	0	11
12	104000 344500	Maint Of County Grounds	1,500	1,500	1,500	0	1,500	1,500	1,500	1,500	1,500	0	12
13	104000 344600	Rec Dist Acctg & Maint	94,732	94,670	101,492	54,927	59,048	113,975	117,500	117,500	123,245	5,745	13
14	104000 362030	Rental - U Of U	82,585	84,319	85,584	50,723	36,230	86,953	86,953	86,953	87,823	870	14
15	104000 362045	Rental - Park Boweries	14,725	15,050	16,260	5,650	11,500	17,150	10,000	10,000	14,500	4,500	15
16	104000 362046	Rent - Telecommun Towers	86,744	83,330	86,273	64,102	23,400	87,502	86,000	86,000	88,000	2,000	16
17	104000 362060	Rental - Misc	0	16,200	21,600	10,800	7,200	18,000	16,200	16,200	0	(16,200)	17
18	104000 369200	District Court Services	128,000	128,000	128,000	64,000	64,000	128,000	128,000	128,000	128,000	0	18
19	Sub-total		843,051	868,709	917,114	427,492	478,774	906,266	881,999	881,999	890,530	8,531	19
<b>FORFEITURES - DISTRICT COURT</b>													
22	105000 352000	Forfeitures	148,891	143,844	150,220	65,314	95,000	160,314	145,000	145,000	150,000	5,000	22
23	Sub-total		148,891	143,844	150,220	65,314	95,000	160,314	145,000	145,000	150,000	5,000	23
<b>MISCELLANEOUS REVENUE</b>													
26	106000 369000	Sundry Revenues	37,564	50,275	31,651	66,821	8,684	75,505	40,000	40,000	40,000	0	26
27	106000 369001	Youth City Council Revenue	0	1,043	3,755	81	500	581	1,000	1,000	1,000	0	27
28	106000 369002	Community Service Cncl Revenue	0	0	32,103	17,330	0	17,330	0	0	20,000	20,000	28
29	106000 369003	Communities that Care Revenue	0	0	14,175	15,500	1,000	16,500	0	0	10,000	10,000	29
30	106000 369020	Income From Uncollect Accts	0	0	339	537	113	650	0	0	0	0	30
31	106000 369300	Restitution - Misc	267	0	10	0	0	0	0	0	0	0	31
32	106010 361000	Interest Earnings	26,540	20,637	31,241	21,648	19,785	41,433	25,000	25,000	35,000	10,000	32
33	106010 361020	Utility Finance Charge	75,270	77,914	78,328	49,154	36,000	85,154	75,000	75,000	78,000	3,000	33
34	106020 364000	Gain on Fixed Asset Sales	23,710	4,650	24,700	0	21,455	21,455	4,000	4,000	4,000	0	34
35	Sub-total		163,350	154,519	216,301	171,071	87,537	258,608	145,000	145,000	188,000	43,000	35
<b>CONTRIBUTIONS &amp; SURPLUS REVENUE</b>													
38	108000 381020	Trnsfr from Admin Services	809,295	809,519	0	0	0	0	0	0	0	0	38
39	108010 383053	Contr From Light & Power	2,439,445	2,395,588	2,164,845	1,283,072	1,103,595	2,386,667	2,380,000	2,380,000	2,456,000	76,000	39
40	Sub-total		3,248,740	3,205,107	2,164,845	1,283,072	1,103,595	2,386,667	2,380,000	2,380,000	2,456,000	76,000	40
<b>TOTAL GENERAL FUND REVENUE</b>													
			15,448,074	16,512,738	15,562,433	7,210,177	10,199,274	17,409,452	16,579,805	16,884,805	16,629,878	50,073	42



# GENERAL FUND EXPENDITURE SUMMARY

1	GENERAL FUND EXPENDITURES												1	
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	10	4100	Non-Departmental	0	0	0	0	0	0	(808,500)	0	0	808,500	5
6	10	4110	Legislative	487,377	505,554	693,108	278,033	417,733	695,766	725,307	841,307	646,470	(78,837)	6
7	10	4120	Legal	314,383	311,510	325,281	166,201	186,467	352,669	357,076	462,076	315,936	(41,140)	7
8	10	4130	Executive	125,390	227,973	208,570	100,768	123,215	223,984	275,542	275,542	168,966	(106,576)	8
9	10	4134	Human Resources	0	0	116,170	57,997	58,558	116,555	189,901	189,901	133,664	(56,237)	9
10	10	4136	Information Systems	433,656	461,001	434,436	156,675	231,546	388,221	504,732	504,732	400,585	(104,147)	10
11	10	4140	Finance	655,030	730,135	450,744	208,682	206,598	415,280	598,236	598,236	403,478	(194,758)	11
12	10	4143	Treasury	552,188	604,706	228,465	151,497	100,495	251,992	580,337	580,337	295,694	(284,643)	12
13	10	4160	General Govt. Buildings	98,870	111,458	117,782	54,553	60,950	115,503	122,136	122,136	131,694	9,558	13
14	10	4210	Police	5,066,205	5,349,866	5,552,411	2,640,770	3,303,319	5,944,089	5,868,204	5,942,204	5,961,924	93,720	14
15	10	4215	Police - Reserve Officers	28,938	27,341	14,112	10,872	13,381	24,253	43,561	43,561	43,562	1	15
16	10	4216	Police - Crossing Guards	132,381	131,884	136,623	62,617	81,279	143,896	143,648	143,648	143,649	1	16
17	10	4217	Police - School Resource & PROS	255,831	258,935	299,996	145,725	165,549	311,274	301,432	301,432	314,722	13,290	17
18	10	4218	Police - Liquor Law Enf.	35,502	38,000	49,464	12,198	36,204	48,402	48,395	48,395	51,700	3,305	18
19	10	4219	Police - Enhanced 911	533,189	520,821	564,253	327,033	321,684	648,717	595,000	595,000	595,000	0	19
20	10	4220	Fire	1,875,774	1,885,337	1,904,868	1,028,538	1,027,948	2,056,486	2,058,000	1,904,868	2,098,000	40,000	20
21	10	4410	Streets	2,923,089	2,877,012	2,875,138	1,380,011	1,769,668	3,149,679	3,153,258	3,153,258	3,135,085	(18,173)	21
22	10	4450	Engineering	758,057	743,760	541,269	267,822	299,597	567,419	780,218	790,218	653,211	(127,007)	22
23	10	4510	Parks	703,227	747,046	781,736	469,240	400,670	869,910	809,501	809,501	914,287	104,786	23
24	10	4610	Planning/Licensing/Code Enf.	210,115	212,679	193,734	94,306	139,514	233,820	233,820	233,820	222,251	(11,569)	24
25	<b>TOTAL GENERAL FUND EXPENDITURES</b>			<b>15,189,202</b>	<b>15,745,018</b>	<b>15,488,160</b>	<b>7,613,538</b>	<b>8,944,375</b>	<b>16,557,915</b>	<b>16,579,804</b>	<b>17,540,172</b>	<b>16,629,878</b>	<b>50,074</b>	25



# CAPITAL PROJECTS FUND REVENUE SUMMARY

1	CAPITAL PROJECTS FUND - REVENUES BY TYPE													1
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2	
3	Account Number		2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4	Account Description												4	
5	<b>TAXES AND FEES-IN-LIEU</b>													5
6	451020	313000	Sales & Use Tax-General	3,728,777	2,620,063	2,709,425	586,771	1,139,229	1,726,000	1,675,476	1,675,476	2,990,830	1,315,354	6
7	<b>Sub-total</b>			3,728,777	2,620,063	2,709,425	586,771	1,139,229	1,726,000	1,675,476	1,675,476	2,990,830	1,315,354	7
8														8
9	<b>MISCELLANEOUS REVENUE</b>													9
10	456000	369030	Repayment Of N/R (Princ)	0	0	10,689	0	8,402	8,402	0	0	8,657	8,657	10
11	456010	361000	Interest Earnings	263,266	227,116	241,180	146,097	137,783	283,880	230,000	230,000	250,000	20,000	11
12	456010	369040	Interest Earnings - N/R	0	0	311	1,836	1,762	3,598	0	0	3,343	3,343	12
13	<b>Sub-total</b>			263,266	227,116	252,180	147,933	147,947	295,880	230,000	230,000	262,000	32,000	13
14														14
15	<b>CONTRIBUTIONS &amp; SURPLUS REVENUE</b>													15
16	458000	389000	Trnsfr-Undesig Fund Bal	0	0	0	0	3,579,428	3,579,428	2,571,112	1,825,112	2,719,340	148,228	16
17	458010	381000	Trnsfr From Other Funds	0	0	209,000	0	0	0	0	0	0	0	17
18	458010	381010	Transfer From General Fund	0	0	26,623	0	0	0	0	0	0	0	18
19	458010	381083	Transfer From RAP Tax Fund 83	0	0	0	0	142,200	142,200	0	0	401,390	401,390	19
20	<b>Sub-total</b>			0	0	235,623	0	3,721,628	3,721,628	2,571,112	1,825,112	3,120,730	549,618	20
21														21
22	<b>TOTAL CAPITAL PROJ. FUND REV.</b>			<b>3,992,043</b>	<b>2,847,179</b>	<b>3,197,228</b>	<b>734,704</b>	<b>5,008,804</b>	<b>5,743,508</b>	<b>4,476,588</b>	<b>3,730,588</b>	<b>6,373,560</b>	<b>1,896,972</b>	22



# CAPITAL PROJECTS FUND EXPENDITURE SUMMARY

1	CAPITAL PROJECTS FUND EXPENDITURES												1
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4													4
5													5
6	45 4110	Legislative	427,863	2,342,941	475,517	3,529	2,220,000	2,223,529	550,000	550,000	950,000	400,000	6
7	45 4120	Legal	0	0	0	0	0	0	0	0	0	0	7
8	45 4130	Executive	0	0	0	0	0	0	0	0	0	0	8
9	45 4134	Human Resources	0	0	0	0	0	0	0	0	0	0	9
10	45 4136	Information Systems Mgmt	158,794	284,347	107,687	3,938	60,000	63,938	65,000	65,000	55,000	(10,000)	10
11	45 4140	Finance	0	0	20,228	19,059	0	19,059	20,000	20,000	0	(20,000)	11
12	45 4143	Treasury	0	0	0	0	0	0	0	0	0	0	12
13	45 4160	General Govt. Buildings	0	0	0	34,200	0	34,200	35,000	35,000	25,000	(10,000)	13
14	45 4210	Police	164,992	218,427	390,101	105,231	434,787	540,018	540,000	540,000	532,000	(8,000)	14
15	45 4215	Police Reserves	0	0	0	0	0	0	0	0	0	0	15
16	45 4217	Police - School Resource & PROS	0	0	0	0	0	0	0	0	0	0	16
17	45 4219	Police - Enhanced 911	247,076	0	0	0	0	0	0	54,000	0	0	17
18	45 4220	Fire	0	0	0	0	0	0	0	0	0	0	18
19	45 4410	Streets	781,810	1,263,306	2,708,128	1,121,362	685,636	1,806,998	2,082,588	2,082,588	1,561,560	(521,028)	19
20	45 4450	Engineering	0	0	0	0	0	0	0	0	0	0	20
21	45 4510	Parks	69,070	240,737	244,797	34,766	1,021,000	1,055,766	1,184,000	384,000	3,250,000	2,066,000	21
22	45 4610	Planning/Licensing/Code Enf.	0	0	8,953	0	0	0	0	0	0	0	22
23	<b>TOTAL CAPITAL PROJECTS FUND EXPENDITURES</b>		<b>1,849,605</b>	<b>4,349,758</b>	<b>3,955,411</b>	<b>1,322,085</b>	<b>4,421,423</b>	<b>5,743,508</b>	<b>4,476,588</b>	<b>3,730,588</b>	<b>6,373,560</b>	<b>1,896,972</b>	23
24													24
25	<b>RECAP</b>												25
26	10	Total General Fund	15,189,202	15,745,018	15,488,160	7,613,538	8,944,375	16,557,915	16,579,804	17,540,172	16,629,878	50,074	26
27	45	Total Capital Projects Fund	1,849,605	4,349,758	3,955,411	1,322,085	4,421,423	5,743,508	4,476,588	3,730,588	6,373,560	1,896,972	27
28	<b>TOTAL GENERAL &amp; CAPITAL</b>		<b>17,038,807</b>	<b>20,094,776</b>	<b>19,443,571</b>	<b>8,935,623</b>	<b>13,365,798</b>	<b>22,301,423</b>	<b>21,056,392</b>	<b>21,270,760</b>	<b>23,003,438</b>	<b>1,947,046</b>	28



# LEGISLATIVE

## OVERVIEW

The Legislative Department is responsible for administering several of the City Council's community programs. This budget includes funding for various community organizations and events, including contributions for the annual Handcart Days celebration, Bountiful City Youth Council, Bountiful/Davis Art Center, Joy Foundation, Bountiful Historical Society, and Bountiful Community Service Council. This budget also includes funds for certain employee programs such as the City Wellness Program and Employee Recognition.

## GOALS AND PROJECTS

### **2015-2016 Remaining projects**

Projects for the Fiscal Year 2015-2016 include continuing work on the community design process for Creekside Park under development on Mill Street along with funding for existing community programs connected with the Arts, History and City sponsored organizations such as the Bountiful City Youth Council and Bountiful Community Services Council.

### **2016-2017 Projects**

#### **Personnel Services:**

Salaries and related costs for the Mayor and Council were reallocated between the Legislative Department and the Redevelopment Agency (RDA) due to the recent renewal of the RDA.

#### **Operations and Maintenance:**

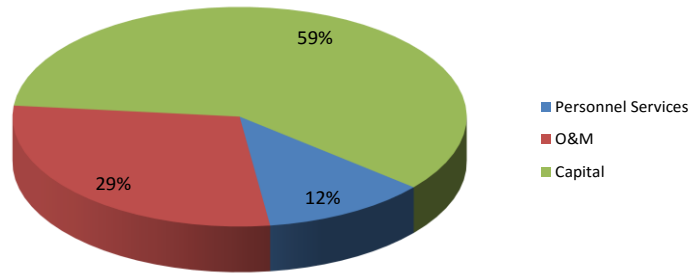
The Election Expense line item decreased between years since a municipal election was not held in Fiscal Year 2015-2016 due to one candidate of four withdrawing from the race, leaving three candidates for three City Council seats. Therefore, there is no money budgeted in the new year as it is not an election year. Other adjustments include a realignment of the budget allocation for the Community Services Council for support of the Concerts in the Park series and other Service Council activities.

#### **Capital:**

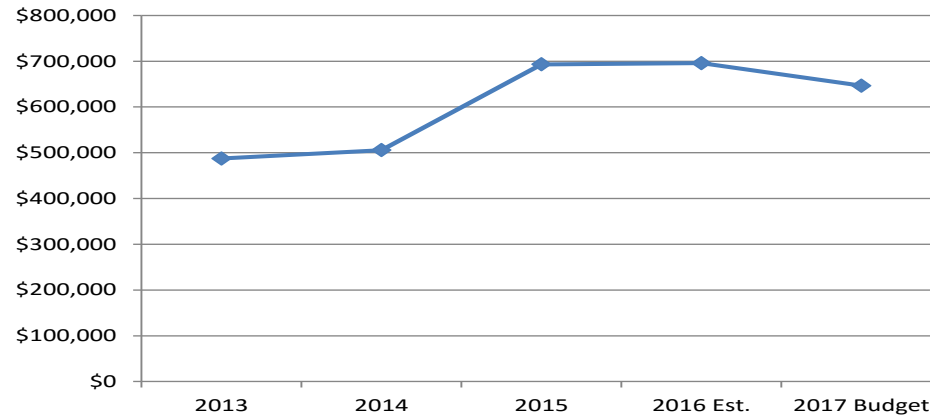
The Capital budget provides funding for the development and start of construction for a City Hall building in the downtown area on the property where Stoker School is located. This project will continue into Fiscal Year 2017-2018 and is a part of a larger plaza area development.

# BUDGET GRAPHS

## FY2017 Legislative Budget



## Budget History (Less Capital)





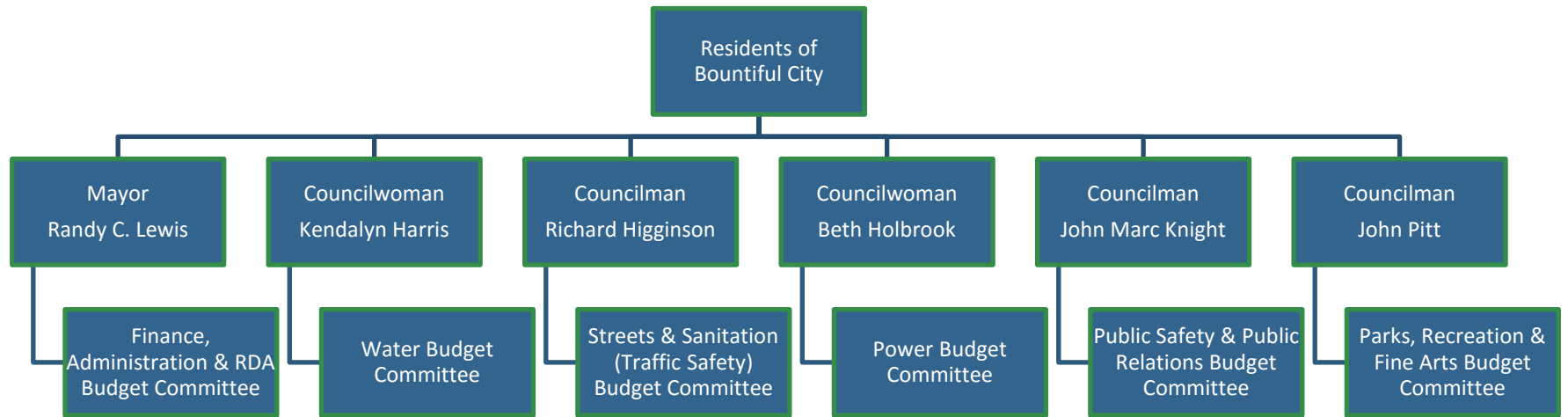
# BUDGET

1	LEGISLATIVE										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3			Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	PERSONNEL SERVICES:													5
6	104110	411000	Salaries - Perm Employees	60,358	85,015	75,517	37,629	35,678	73,307	73,307	73,307	80,451	7,144	6
7	104110	412000	Salaries-Temp & Part-Time	19,603	0	0	0	2,500	2,500	2,500	2,500	0	(2,500)	7
8	104110	413010	Fica Taxes	5,415	6,034	6,450	3,179	4,095	7,274	7,274	7,274	7,504	230	8
9	104110	413020	Employee Medical Ins	46,756	52,645	61,826	33,824	37,378	71,202	71,202	71,202	71,449	247	9
10	104110	413030	Employee Life Ins	420	613	599	309	353	662	662	662	687	25	10
11	104110	413040	State Retirement & 401 K	2,310	5,452	6,139	3,442	4,102	7,544	7,544	7,544	8,034	490	11
12	104110	425300	Vehicle Allowance	1,385	0	14,030	8,222	8,170	16,392	16,392	16,392	17,640	1,248	12
13	104110	462190	Accrued Sick Leave Exp	0	0	0	0	429	429	0	0	0	0	13
14	104110	491640	Trnsfr To Workers Comp	1,286	1,394	1,404	719	851	1,570	1,570	1,570	1,684	114	14
15	TOTAL PERSONNEL SERVICES			137,533	151,153	165,965	87,323	93,556	180,879	180,451	180,451	187,450	6,999	15
16	OPERATIONS AND MAINTENANCE													16
17	OPERATIONS AND MAINTENANCE													17
18	104110	421000	Books Subscr & Mmbrshp	27,286	27,643	28,729	29,757	30,000	59,757	30,000	30,000	30,000	0	18
19	104110	422000	Public Notices	9,053	9,718	12,713	3,694	8,000	11,694	21,000	21,000	15,000	(6,000)	19
20	104110	423000	Travel & Training	35,270	44,234	28,643	10,917	40,000	50,917	35,000	35,000	35,000	0	20
21	104110	424000	Office Supplies	2,136	3,076	2,845	723	4,000	4,723	4,000	4,000	3,500	(500)	21
22	104110	425000	Equip Supplies & Maint	0	875	932	467	1,000	1,467	1,000	1,000	1,000	0	22
23	104110	426000	Bldg & Grnd Suppl & Maint	19,393	15,700	36,908	6,998	15,000	21,998	15,000	15,000	15,000	0	23
24	104110	426050	Bldg/Grnds Maint - Stoker	7,994	22,467	155,963	19,296	25,000	44,296	10,000	10,000	10,000	0	24
25	104110	427400	Utilities - Stoker	31,081	31,396	33,638	9,080	35,000	44,080	35,000	35,000	35,000	0	25
26	104110	428000	Telephone Expense	1,060	1,650	2,100	1,249	2,000	3,249	2,000	2,000	2,000	0	26
27	104110	431000	Profess & Tech Services	6,424	450	7,350	0	2,000	2,000	5,000	5,000	5,000	0	27
28	104110	451100	Insurance & Surety Bonds	4,317	4,751	4,734	5,276	7,000	12,276	5,000	5,000	5,000	0	28
29	104110	452200	Election Expense	161	32,556	15	59	500	559	60,000	60,000	5,000	(55,000)	29
30	104110	461000	Miscellaneous Expense	22,803	22,592	14,876	7,095	15,000	22,095	20,000	20,000	20,000	0	30
31	104110	461750	Employee WellNess & Recognit'n	10,712	666	17,628	5,497	19,000	24,497	20,000	20,000	20,000	0	31
32	104110	462090	Contr To Handcart Days	20,000	20,000	20,000	20,000	20,000	40,000	20,000	20,000	0	(20,000)	32
33	104110	462100	Prop Tax Incrmt Pmt - Bntfl RDA	0	0	8,190	0	9,000	9,000	0	107,000	9,000	9,000	33
34	104110	462110	Property Tax Incrmt Pmt - Other RDA	0	0	0	0	0	0	0	9,000	0	0	34
35	104110	466000	Contingency	62,154	1,720	15,249	8,043	0	8,043	161,856	161,856	135,520	(26,336)	35
36	104110	491450	Trnsfr To Captl Imprvmnts	0	0	26,623	0	0	0	0	0	0	0	36
37	104110	492010	Contr-Btfl/Davis Art Ctr	60,000	60,000	60,000	40,690	60,000	100,690	60,000	60,000	60,000	0	37
38	104110	492040	Contr-Bntfl Comm Theater	0	5,000	0	0	0	0	0	0	0	0	38
39	104110	492050	Contr-Youth City Council	5,000	922	2,134	546	5,000	5,546	5,000	5,000	5,000	0	39
40	104110	492070	Contr-Btfl Historical Soc	25,000	25,000	25,000	0	25,000	25,000	25,000	25,000	25,000	0	40
41	104110	492080	Contr-Bntfl Comm Serv Council	0	23,986	22,873	21,323	1,677	23,000	10,000	10,000	23,000	13,000	41
42	TOTAL OPER. & MAINT.			349,844	354,401	527,143	190,710	324,177	514,887	544,856	660,856	459,020	(85,836)	42
43	TOTAL LEGISLATIVE-G.F.													43
44	TOTAL LEGISLATIVE-G.F.			487,377	505,554	693,108	278,033	417,733	695,766	725,307	841,307	646,470	(78,837)	44

## BUDGET (CONTINUED)

1	LEGISLATIVE										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Description			2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5														5
6	CAPITAL PROJECTS													6
7	454110	466000	Contingency	0	0	12,689	0	0	0	150,000	150,000	150,000	0	7
8	454110	471100	Land	0	2,033,257	345,918	0	2,200,000	2,200,000	70,000	70,000	0	(70,000)	8
9	454110	472100	Buildings	302,818	242,672	115,188	3,529	20,000	23,529	330,000	330,000	800,000	470,000	9
10	454110	473100	Improv Other Than Bldgs	0	67,012	1,723	0	0	0	0	0	0	0	10
11	454110	491530	Trnsfr To Light & Power	125,045	0	0	0	0	0	0	0	0	0	11
12	TOTAL LEGISLATIVE - CAP.			427,863	2,342,941	475,517	3,529	2,220,000	2,223,529	550,000	550,000	950,000	400,000	12
13														13
14	BUDGET SUMMARY													14
15	10	4110	Legislative - General Fund	487,377	505,554	693,108	278,033	417,733	695,766	725,307	841,307	646,470	(78,837)	15
16	45	4110	Legislative - Capital Projects Fund	427,863	2,342,941	475,517	3,529	2,220,000	2,223,529	550,000	550,000	950,000	400,000	16
17	TOTAL LEGIS. - GEN & CAP			915,240	2,848,495	1,168,625	281,562	2,637,733	2,919,295	1,275,307	1,391,307	1,596,470	321,163	17

# ORGANIZATIONAL CHART





# LEGAL

## OVERVIEW

The City Attorney is responsible for making sure the City is operating in a lawful manner. He is responsible for the management and control of all the legal business of the City and is the legal advisor to the Mayor, the City Council, the City Manager and all of the Department Heads, officers and Boards of the City. When required, the City Attorney provides written or verbal opinions of law upon any subject in which the City is interested. He represents the interest of the City before courts of law and other legal forums. The City Attorney's office is composed of the City Attorney, the City Prosecutor and two Administrative Assistants.

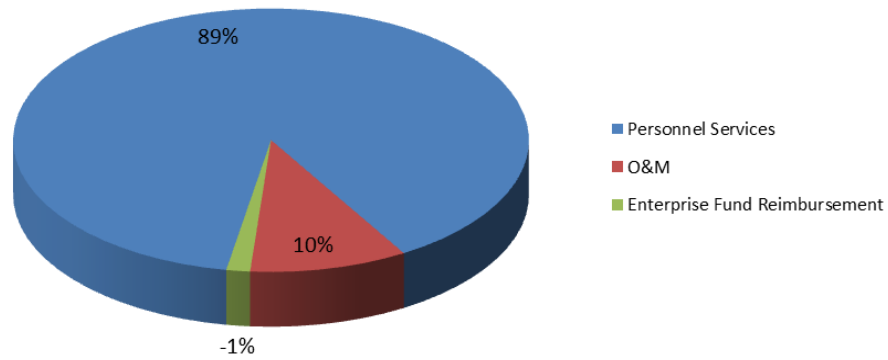
The City Attorney attends all City Council and Planning Commission meetings. He is responsible for maintaining and updating the City Code and the Personnel Policies & Procedures Manual. He prepares or reviews all ordinances, resolutions and contracts. He administers the Liability and the Workers Compensation programs of the City. All claims against the City are handled through him. The City Prosecutor does traffic and misdemeanor law enforcement in court.

## LINE-ITEM HIGHLIGHTS

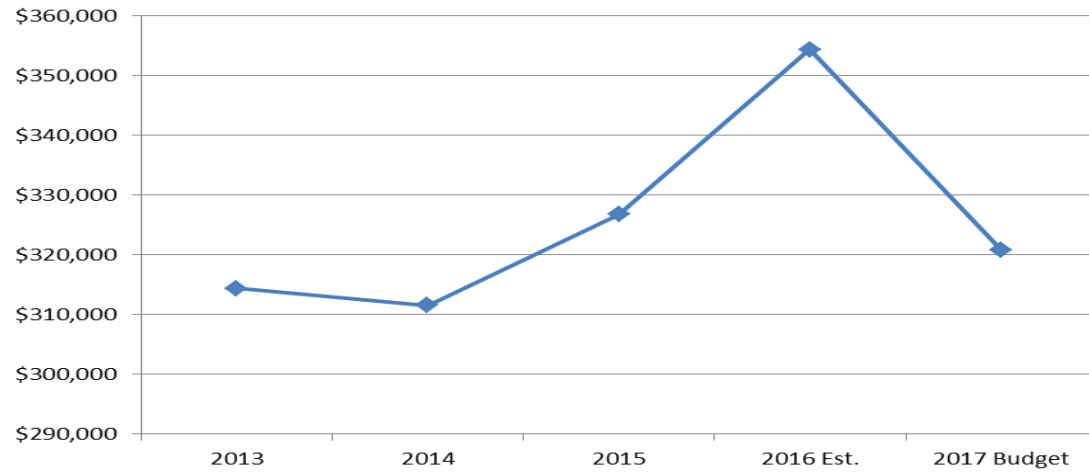
The operating budget for the Legal Department is reduced by an intra-city reimbursement for services provided to the Enterprise Funds of the City. This presentation is made to comply with financial reporting requirements prescribed by the Utah State Auditor's Office and the Governmental Accounting Standards Board (GASB). This Department budget has been amended for Fiscal Year 2015-2016 to cover the retirement costs of the former City Attorney and for replacement of the former City Prosecutor who left the City's employment prior to fiscal year end. The budget for 2016-2017 is somewhat reduced due to a change in salary for the new City Attorney and a new City Prosecutor. There is nothing to report within the Legal budget on a capital plan.

# BUDGET GRAPHS

## FY2017 Legal Budget



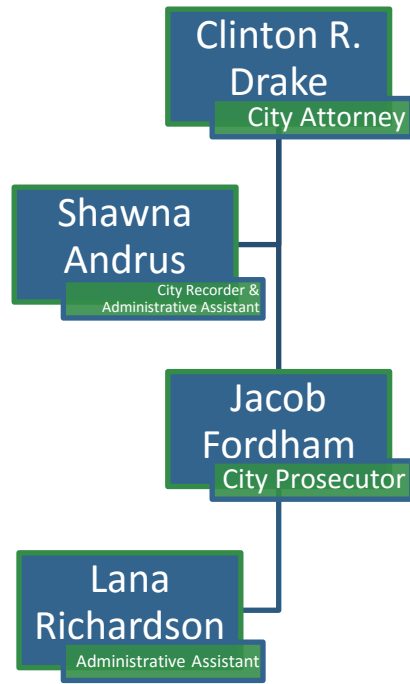
## Budget History (Less Capital)



# BUDGET

1	LEGAL										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number	Account Description		2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	<b>PERSONNEL SERVICES</b>													5
6	104120	411000	Salaries - Perm Employees	199,698	196,871	207,699	106,481	117,672	224,153	224,153	314,153	194,836	(29,317)	6
7	104120	412000	Salaries-Temp & Part-Time	3,921	0	0	0	0	0	0	0	0	0	7
8	104120	413010	Fica Taxes	14,246	14,908	15,692	7,439	10,206	17,645	17,645	17,645	15,452	(2,193)	8
9	104120	413020	Employee Medical Ins	24,077	26,014	28,844	14,608	17,322	31,930	31,930	31,930	33,870	1,940	9
10	104120	413030	Employee Life Ins	1,044	1,183	1,241	596	805	1,401	1,401	1,401	1,234	(167)	10
11	104120	413040	State Retirement & 401 K	32,849	36,324	39,356	19,935	21,140	41,075	41,075	41,075	35,451	(5,624)	11
12	104120	425300	Vehicle Allowance	2,643	6,518	6,517	3,073	3,427	6,500	6,500	6,500	7,150	650	12
13	104120	491640	Trnsfr To Workers Comp	609	647	679	347	325	672	672	672	585	(88)	13
14	<b>TOTAL PERSONNEL SERVICES</b>			279,087	282,465	300,028	152,479	170,897	323,376	323,376	413,376	288,577	(34,799)	14
15														15
16	<b>OPERATIONS &amp; MAINTENANCE</b>													16
17	104120	421000	Books Subscr & Mmbrshp	2,458	2,660	3,666	1,710	2,290	4,000	4,000	4,000	4,000	0	17
18	104120	423000	Travel & Training	3,134	3,959	3,140	1,273	2,727	4,000	4,000	4,000	5,000	1,000	18
19	104120	424000	Office Supplies	391	567	544	82	618	700	700	700	700	0	19
20	104120	425000	Equip Supplies & Maint	2,641	1,249	1,401	1,186	3,414	4,600	4,600	4,600	3,000	(1,600)	20
21	104120	426000	Bldg & Grnd Suppl & Maint	1,947	2,496	2,246	795	1,505	2,300	2,300	2,300	2,300	0	21
22	104120	428000	Telephone Expense	3,312	1,344	1,984	1,003	1,197	2,200	2,200	2,200	2,200	0	22
23	104120	431000	Profess & Tech Services	8,136	7,090	4,447	1,060	1,940	3,000	3,000	3,000	3,000	0	23
24	104120	431100	Legal And Auditing Fees	7,079	6,600	6,470	4,868	1,732	6,600	6,600	21,600	8,400	1,800	24
25	104120	451100	Insurance & Surety Bonds	2,128	2,255	2,646	2,597	0	2,597	2,300	2,300	2,600	300	25
26	104120	455200	Lease/Rent Prop Or Equip	3,920	731	99	0	0	0	3,000	3,000	0	(3,000)	26
27	104120	461000	Miscellaneous Expense	149	94	60	0	1,000	1,000	1,000	1,000	1,000	0	27
28	<b>TOTAL OPER. &amp; MAINT.</b>			35,296	29,045	26,704	14,575	16,423	30,998	33,700	48,700	32,200	(1,500)	28
29														29
30	<b>TOTAL LEGAL - GENERAL FUND</b>			314,383	311,510	326,732	167,054	187,320	354,374	357,076	462,076	320,777	(36,299)	30
31														31
32	<b>Enterprise Fund Reimbursement - Administrative Services</b>													32
33	104120	496200	Admin Services Adjustm	0	0	(1,451)	(853)	(853)	(1,705)	0	0	(4,841)	(4,841)	33
34	<b>Total Enterprise Fund Reimbursement - Admin. Services</b>			0	0	(1,451)	(853)	(853)	(1,705)	0	0	(4,841)	(4,841)	34
35														35
36	<b>TOTAL ADJUSTED LEGAL - GENERAL FUND</b>			314,383	311,510	325,281	166,201	186,467	352,669	357,076	462,076	315,936	(41,140)	36
37														37
38	<b>CAPITAL PROJECTS</b>													38
39														39
40	<b>TOTAL LEGAL - CAPITAL</b>			0	0	0	0	0	0	0	0	0	0	40
41														41
42	<b>BUDGET SUMMARY</b>													42
43	104120		Legal - General Fund	314,383	311,510	325,281	166,201	186,467	352,669	357,076	462,076	315,936	(41,140)	43
44	454120		Legal - Capital Projects Fund	0	0	0	0	0	0	0	0	0	0	44
45	<b>TOTAL LEGAL - GENERAL &amp; CAPITAL</b>			314,383	311,510	325,281	166,201	186,467	352,669	357,076	462,076	315,936	(41,140)	45

# ORGANIZATIONAL CHART





# EXECUTIVE

## OVERVIEW

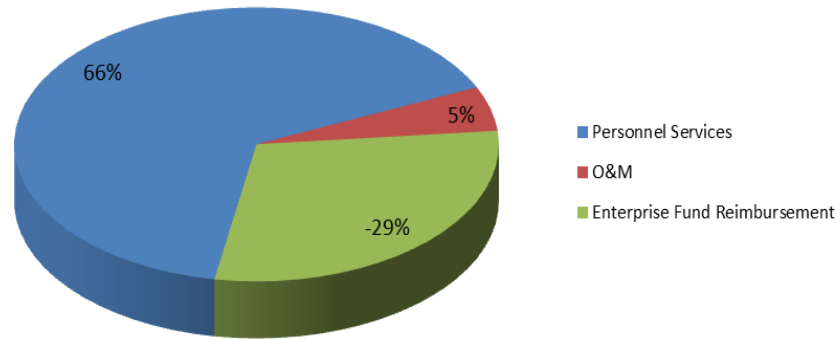
The Executive Department contains the operational plan and budget for the Chief Administrative Officer of the City. The Department is budgeted for the City Manager and one Executive Assistant. The Assistant City Manager, while budgeted within the Finance Department, is also a functional part of the Executive Department for projects and coverage of day-to-day activities as directed. The City Manager is charged by ordinance to implement the policies directed by the City Council through planning, coordinating and directing the management and staff of the City under a collaborative management style. These managers and staff members assist the City Manager by carrying out Council authorized activities within twenty-nine departments or functions that provide essential services for residents and businesses within Bountiful City.

## LINE-ITEM HIGHLIGHTS

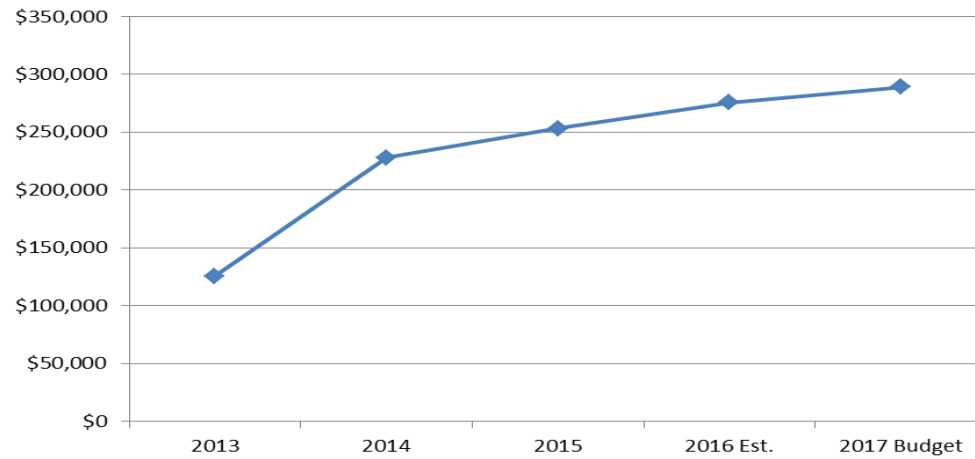
The operating budget for the Executive Department is reduced by an intra-city reimbursement for services provided to the Enterprise Funds of the City. This presentation is made to comply with financial reporting requirements prescribed by the Utah State Auditor's Office and the Governmental Accounting Standards Board (GASB). The budget for the Executive Department for Fiscal Year 2015-2016 had no significant variances to report from budget. The budget for 2016-2017 is slightly increased in the Personnel Services section due to anticipated compensation adjustments and changes in health insurance rates. There is nothing to report within the Executive budget on a capital plan.

# BUDGET GRAPHS

## FY2017 Executive Budget



## Budget History (Less Capital)



# BUDGET

1	EXECUTIVE										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number	Account Description		2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	<b>PERSONNEL SERVICES</b>													5
6	104130	411000	Salaries - Perm Employees	68,853	141,074	155,435	83,422	77,441	160,863	160,863	160,863	182,360	21,497	6
7	104130	412000	Salaries-Temp & Part-Time	11,762	7,690	6,153	0	8,000	8,000	8,000	8,000	8,000	0	7
8	104130	413010	Fica Taxes	5,823	11,263	11,174	4,607	9,705	14,312	14,312	14,312	15,060	748	8
9	104130	413020	Employee Medical Ins	7,533	17,471	20,008	8,757	12,301	21,058	21,058	21,058	21,161	103	9
10	104130	413030	Employee Life Ins	360	810	871	450	575	1,025	1,025	1,025	1,080	55	10
11	104130	413040	State Retirement & 401 K	11,780	25,073	29,581	15,687	14,355	30,042	30,042	30,042	32,905	2,863	11
12	104130	425300	Vehicle Allowance	2,643	6,518	6,517	3,073	3,428	6,501	6,500	6,500	6,500	0	12
13	104130	462180	Accrued Comp Time Exp	0	0	0	0	5,892	5,892	5,892	5,892	0	(5,892)	13
14	104130	462190	Accrued Sick Leave Exp	0	0	0	0	5,832	5,832	5,832	5,832	0	(5,832)	14
15	104130	491640	Trnsfr To Workers Comp	253	467	531	346	172	518	518	518	547	29	15
16	<b>TOTAL PERSONNEL SERVICES</b>			109,007	210,366	230,270	116,342	137,701	254,043	254,042	254,042	267,612	13,570	16
17														17
18	<b>OPERATIONS &amp; MAINTENANCE</b>													18
19	104130	421000	Books Subscr & Mmbrshp	0	0	1,215	1,290	210	1,500	1,500	1,500	1,500	0	19
20	104130	423000	Travel & Training	7,660	8,550	11,243	2,876	5,124	8,000	8,000	8,000	8,000	0	20
21	104130	424000	Office Supplies	1,266	1,363	1,324	501	1,499	2,000	2,000	2,000	2,000	0	21
22	104130	425000	Equip Supplies & Maint	1,208	1,553	1,374	1,434	1,566	3,000	3,000	3,000	3,000	0	22
23	104130	426000	Bldg & Grnd Suppl & Maint	3,602	3,677	3,933	1,806	1,194	3,000	3,000	3,000	3,000	0	23
24	104130	428000	Telephone Expense	1,002	702	604	0	1,000	1,000	1,000	1,000	1,000	0	24
25	104130	451100	Insurance & Surety Bonds	991	1,050	2,037	2,004	0	2,004	2,000	2,000	2,000	0	25
26	104130	461000	Miscellaneous Expense	654	712	1,212	297	703	1,000	1,000	1,000	1,000	0	26
27	<b>TOTAL OPER. &amp; MAINT.</b>			16,383	17,607	22,940	10,208	11,296	21,504	21,500	21,500	21,500	0	27
28														28
29	<b>TOTAL EXECUTIVE - GENERAL FUND</b>			125,390	227,973	253,210	126,550	148,997	275,547	275,542	275,542	289,112	13,570	29
30														30
31	<b>Enterprise Fund Reimbursement - Administrative Services</b>													31
32	104130	496200	Admin Services Adjustment	0	0	(44,640)	(25,782)	(25,782)	(51,563)	0	0	(120,146)	(120,146)	32
33	<b>Total Enterprise Fund Reimbursement - Admin. Services</b>			0	0	(44,640)	(25,782)	(25,782)	(51,563)	0	0	(120,146)	(120,146)	33
34														34
35	<b>TOTAL ADJUSTED EXECUTIVE - GENERAL FUND</b>			125,390	227,973	208,570	100,768	123,215	223,984	275,542	275,542	168,966	(106,576)	35
36														36
37	<b>CAPITAL PROJECTS</b>													37
38														38
39	<b>TOTAL EXECUTIVE - CAPITAL</b>			0	0	0	0	0	0	0	0	0	0	39
40														40
41	<b>BUDGET SUMMARY</b>													41
42	104130		Executive - General Fund	125,390	227,973	208,570	100,768	123,215	223,984	275,542	275,542	168,966	(106,576)	42
43	454130		Executive - Capital Projects Fund	0	0	0	0	0	0	0	0	0	0	43
44	<b>TOTAL EXECUTIVE - GENERAL &amp; CAPITAL</b>			125,390	227,973	208,570	100,768	123,215	223,984	275,542	275,542	168,966	(106,576)	44

# ORGANIZATIONAL CHART



# HUMAN RESOURCES

## OVERVIEW

The Human Resources Department was created in Fiscal Year 2014-2015 with two former employees from the Finance Department to provide professional-level, customer-service oriented expertise, advice and support to Bountiful City's employees and to the employees of South Davis Recreation District. The management and staff ensure timely and accurate processing and maintenance of employee payroll and benefits along with enforcing uniform policies and procedures to ensure compliance with Federal and State laws.

The Department is committed to actively recruiting qualified and diverse applicants, retaining and engaging employees by offering competitive and comprehensive compensation and benefits, providing ongoing education and learning opportunities, and ensuring a safe and equitable work environment for all employees. Human Resources services include: Recruitment & Testing; Payroll & Personnel Services; Employee Benefits Administration; Employee Relations; Employee Training; Employee Recognition & Well Being; and Worker's Compensation administration. The department also provides Payroll & Personnel Services and Employee Benefits Administration for the South Davis Recreation District.

## GOALS & PROJECTS

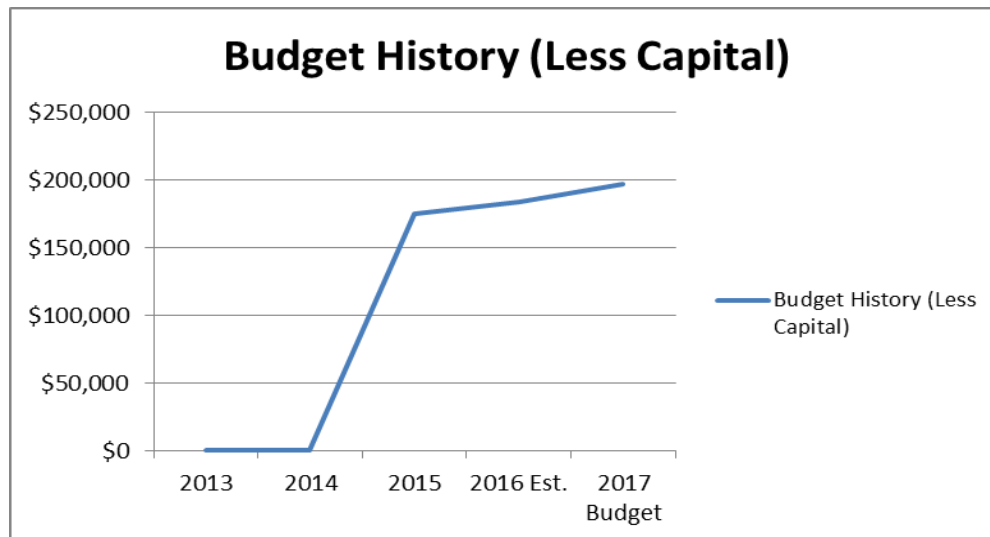
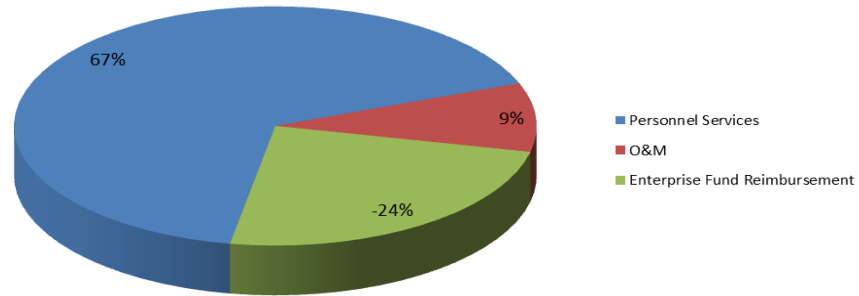
- Continue Employee Self-Service implementation
- ACH processing of vendor payables
- Affordable Care Act compliance review
- Provide training opportunities for all employees and Management Team
- Participate in Human Resources and Payroll training
- Procedures manual for Payroll
- Continue unification of Human Resources and Payroll policies and procedures between all departments

## LINE-ITEM HIGHLIGHTS

The operating budget for the Human Resources Department is reduced by an intra-city reimbursement for services provided to the Enterprise Funds of the City. This presentation is made to comply with financial reporting requirements prescribed by the Utah State Auditor's Office and the Governmental Accounting Standards Board (GASB). The budget for 2016-2017 is slightly increased in the Personnel Services section due to anticipated compensation adjustments and changes in health insurance rates. There is nothing to report within the Human Resources budget on a capital plan.

# BUDGET GRAPH

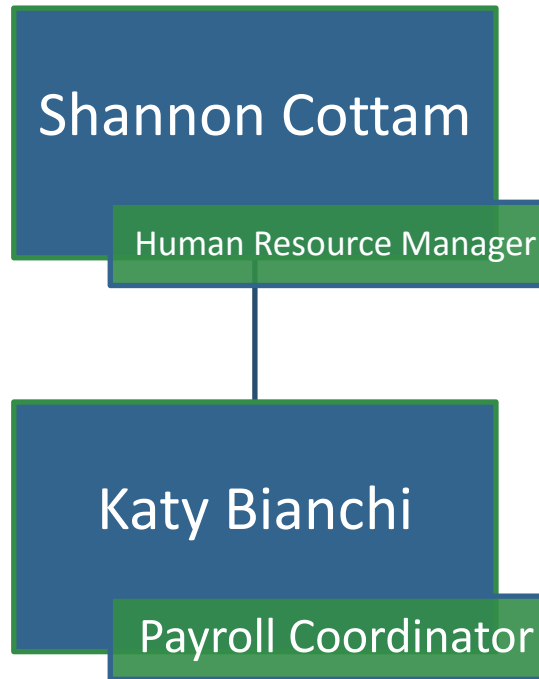
## 2017 Human Resources Budget



# BUDGET

1	HUMAN RESOURCES			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
5	<b>PERSONNEL SERVICES</b>													5
6	104134 411000	Salaries - Perm Employees	0	0	101,626	50,697	56,238	106,935	109,709	109,709	114,015	4,306	6	
7	104134 413010	Fica Taxes	0	0	7,959	3,978	4,399	8,377	8,736	8,736	9,066	330	7	
8	104134 413020	Employee Medical Ins	0	0	14,985	7,725	9,418	17,143	22,343	22,343	22,254	(90)	8	
9	104134 413030	Employee Life Ins	0	0	579	288	352	640	674	674	703	29	9	
10	104134 413040	State Retirement & 401 K	0	0	19,340	9,679	10,709	20,388	20,105	20,105	21,743	1,638	10	
11	104134 425300	Vehicle Allowance	0	0	4,500	2,122	2,391	4,513	4,489	4,489	4,489	0	11	
12	104134 491640	Trnsfr To Workers Comp	0	0	327	160	177	337	344	344	342	(2)	12	
13	<b>TOTAL PERSONNEL SERVICES</b>			0	0	149,317	74,648	83,684	158,332	166,400	166,400	172,612	6,212	13
14														14
15	<b>OPERATIONS &amp; MAINTENANCE</b>													15
16	104134 421000	Books Subscr & Mmbrshp	0	0	1,035	219	450	669	1,511	1,511	1,000	(511)	16	
17	104134 423000	Travel & Training	0	0	2,026	1,293	2,556	3,849	4,275	4,275	4,175	(100)	17	
18	104134 424000	Office Supplies	0	0	3,015	2,137	1,470	3,607	3,300	3,300	3,200	(100)	18	
19	104134 425000	Equip Supplies & Maint	0	0	7,348	1,927	1,015	2,942	350	350	500	150	19	
20	104134 426000	Bldg & Grnd Suppl & Maint	0	0	3,641	1,506	2,484	3,990	4,090	4,090	4,000	(90)	20	
21	104134 428000	Telephone Expense	0	0	332	572	670	1,242	300	300	1,250	950	21	
22	104134 429200	Computer Software	0	0	6,034	7,359	0	7,359	6,990	6,990	7,650	660	22	
23	104134 429300	Computer	0	0	441	747	0	747	985	985	800	(185)	23	
24	104134 451100	Insurance & Surety Bonds	0	0	1,468	1,381	0	1,381	1,600	1,600	1,500	(100)	24	
25	104134 461000	Miscellaneous Expense	0	0	77	30	49	79	100	100	100	0	25	
26	<b>TOTAL OPER. &amp; MAINT.</b>			0	0	25,416	17,170	8,694	25,864	23,501	23,501	24,175	674	26
27														27
28	<b>TOTAL HUMAN RESOURCES - GENERAL FUND</b>			0	0	174,733	91,818	92,378	184,196	189,901	189,901	196,787	6,886	28
29														29
30	<b>Enterprise Fund Reimbursement - Administrative Services</b>													30
31	104134 496200	Admin Services Adjustment	0	0	(58,563)	(33,821)	(33,820)	(67,641)	0	0	(63,123)	(63,123)	31	
32	<b>Total Enterprise Fund Reimbursement - Admin. Services</b>			0	0	(58,563)	(33,821)	(33,820)	(67,641)	0	0	(63,123)	(63,123)	32
33														33
34	<b>TOTAL ADJUSTED HUMAN RESOURCES - GENERAL FUND</b>			0	0	116,170	57,997	58,558	116,555	189,901	189,901	133,664	(56,237)	34
35														35
36	<b>CAPITAL PROJECTS</b>													36
37														37
38	<b>TOTAL HUMAN RESOURCES - CAPITAL</b>			0	0	0	0	0	0	0	0	0	0	38
39														39
40	<b>BUDGET SUMMARY</b>													40
41	104134	Human Resources - General Fund	0	0	116,170	57,997	58,558	116,555	189,901	189,901	133,664	(56,237)	41	
42	454134	Human Resources - Capital Proj. Fund	0	0	0	0	0	0	0	0	0	0	42	
43	<b>TOTAL HUMAN RESOURCES - GENERAL &amp; CAPITAL</b>			0	0	116,170	57,997	58,558	116,555	189,901	189,901	133,664	(56,237)	43

## ORGANIZATIONAL CHART





# INFORMATION TECHNOLOGY

## OVERVIEW

The mission of the Information Technology Department is to provide all city employees with reliable state-of-the-art tools allowing access to the most current and accurate data available enabling them to make informed decisions which will increase productivity and improve the quality of services provided to citizens.

## GOALS & PROJECTS

- 1.) Ensure data and network security through:
  - a. Firewall Protection
  - b. Virus Protection
  - c. Email Protection
  - d. Intrusion Detection
  - e. Data Backup & Recovery
- 2.) Maintain high-availability data network
  - a. Fiber Optics
  - b. Wireless
  - c. Telecommunication
  - d. Cameras
- 3.) Maintain telephone communications and equipment
  - a. Public Safety interface to E911 System
  - b. Mobile Command Center
  - c. Power Department P.O.R.S.C.H.E. System (Power Outage Response)
  - d. Power Department SCADA (Supervisory Control and Data Acquisition) network
- 4.) Web Development
  - a. Expand the use of Citizen Self-Service for Utility Billing, Business Licenses, Vendors and Permits & Inspections
  - b. Enhanced use of Social Media
- 5.) Evaluate Emerging Technologies

## LINE-ITEM HIGHLIGHTS

### Personnel Services

Payroll expenses have decreased due to changes in staffing.

### Operations and Maintenance

Operations and Maintenance Budget has remained the same. The only material difference is due to an adjustment between two accounts shown here:

#### **Acct# 104136 425000 Equipment Supplies & Maintenance**

This account was decreased by \$3,000

#### **Acct# 104136 431000 Professional Services**

The budget for this account was increased by \$3,000 to allow for additional outside technical services

The operating budget for the Information Technology Department is reduced by an intra-city reimbursement for services provided to the Enterprise Funds of the City. This presentation is made to comply with financial reporting requirements prescribed by the Utah State Auditor's Office and the Governmental Accounting Standards Board (GASB).

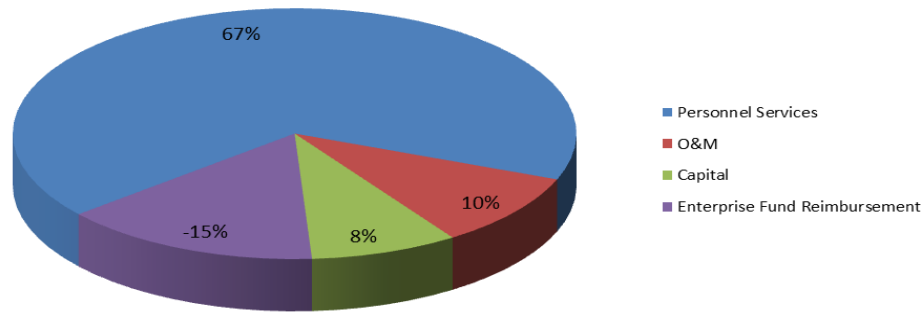
### Capital Improvements

#### **Acct# 454136 474500 Machinery & Equipment**

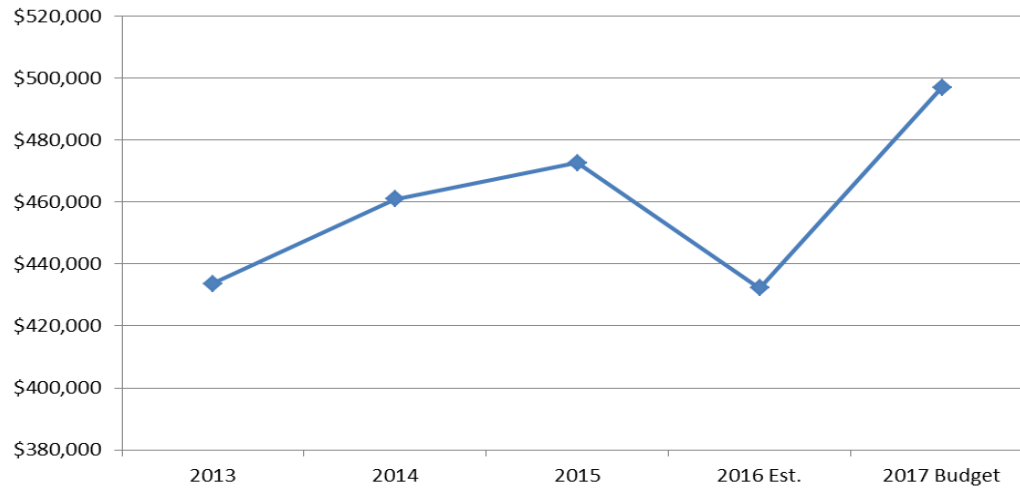
- **MUNIS Software:** We have included \$20,000 to allow for final implementation of the Business License module as well as expanded implementation of Work Orders for Power, Streets and Water. Additional training on various systems is also planned.
- **Network Upgrades:** Included in the budget is \$35,000 to upgrade servers and network equipment. This upgrade includes high-tech power, monitoring and notification equipment.
  - We are constantly improving the capacity and reliability of network communications and storage equipment. A typical "life span" of these types of components is between five and ten years.

# BUDGET GRAPHS

## 2017 Information Technology Budget



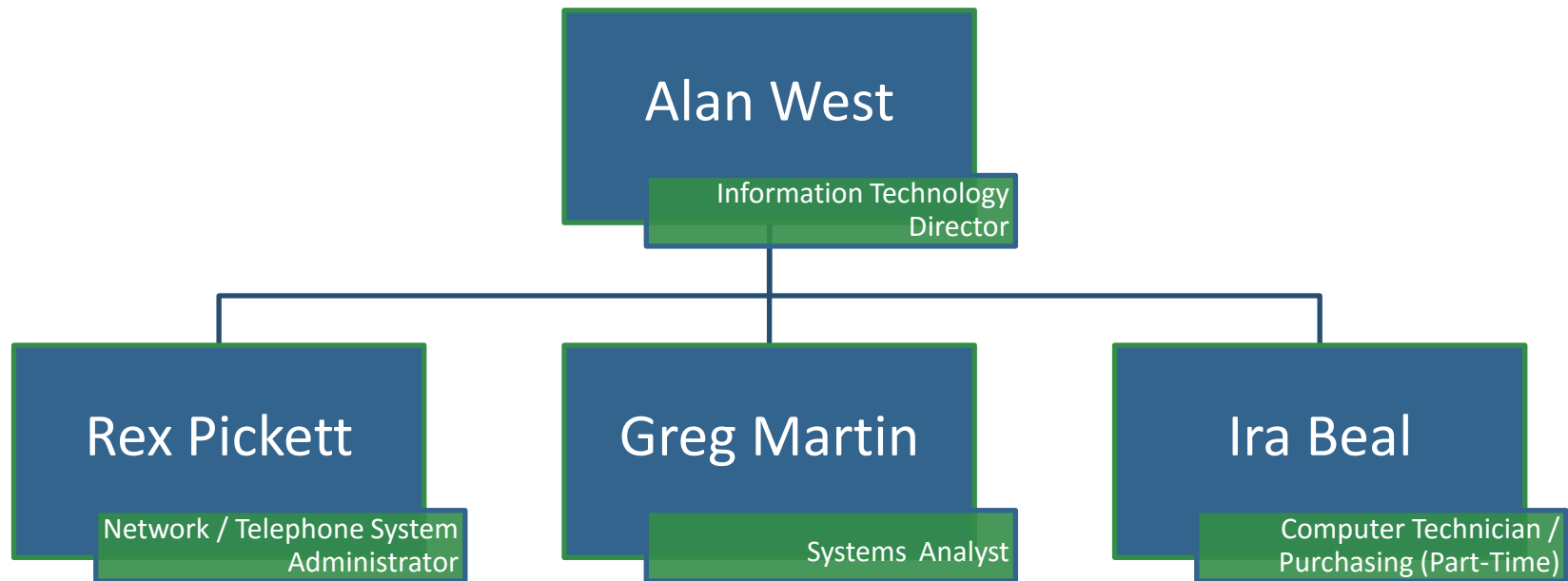
## Budget History (Less Capital)



# BUDGET

1	INFORMATION TECHNOLOGY												1	
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2	
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	<b>PERSONNEL SERVICES</b>												5	
6	104136	411000	Salaries - Perm Employees	267,544	274,039	270,429	97,589	137,400	234,989	290,634	290,634	284,099	(6,535)	6
7	104136	412000	Salaries-Temp & Part-Time	13,923	13,829	13,447	7,480	10,041	17,521	14,618	14,618	14,915	297	7
8	104136	413010	Fica Taxes	20,724	21,429	21,113	7,926	11,011	18,937	23,695	23,695	23,218	(477)	8
9	104136	413020	Employee Medical Ins	39,793	41,969	43,547	14,152	24,445	38,597	51,090	51,090	51,384	294	9
10	104136	413030	Employee Life Ins	1,385	1,558	1,482	506	880	1,386	1,731	1,731	1,698	(33)	10
11	104136	413040	State Retirement & 401 K	44,525	49,004	49,780	18,547	26,226	44,773	55,424	55,424	54,178	(1,246)	11
12	104136	425300	Vehicle Allowance	4,501	4,501	4,500	2,122	2,391	4,513	4,489	4,489	4,489	0	12
13	104136	491640	Trnsfr To Workers Comp	828	881	871	324	448	772	916	916	897	(19)	13
14	<b>TOTAL PERSONNEL SERVICES</b>			<b>393,223</b>	<b>407,209</b>	<b>405,169</b>	<b>148,646</b>	<b>212,842</b>	<b>361,488</b>	<b>442,597</b>	<b>442,597</b>	<b>434,877</b>	<b>(7,720)</b>	14
15													15	
16	<b>OPERATIONS &amp; MAINTENANCE</b>												16	
17	104136	421000	Books Subscr & Mmbrshp	0	502	719	0	350	350	350	350	350	0	17
18	104136	423000	Travel & Training	5,989	2,939	2,625	712	3,000	3,712	3,400	3,400	3,400	0	18
19	104136	424000	Office Supplies	779	2,342	773	341	400	741	750	750	750	0	19
20	104136	425000	Equip Supplies & Maint	719	16,588	6,957	1,664	15,000	16,664	17,925	17,925	14,925	(3,000)	20
21	104136	426000	Bldg & Grnd Suppl & Maint	8,278	8,963	10,231	3,869	5,000	8,869	9,000	9,000	9,000	0	21
22	104136	428000	Telephone Expense	7,346	6,880	6,084	2,832	6,000	8,832	9,064	9,064	9,000	(64)	22
23	104136	429200	Computer Software	3,552	2,840	12,149	1,919	2,000	3,919	4,205	4,205	4,000	(205)	23
24	104136	429300	Computer Hardware	9,390	9,355	9,049	5,902	7,000	12,902	12,125	12,125	12,000	(125)	24
25	104136	431000	Profess & Tech Services	1,250	0	15,000	9,059	2,000	11,059	2,000	2,000	5,000	3,000	25
26	104136	451100	Insurance & Surety Bonds	3,130	3,316	3,757	3,672	0	3,672	3,316	3,316	3,710	394	26
27	104136	461000	Miscellaneous Expense	0	67	75	105	0	105	0	0	0	0	27
28	<b>TOTAL OPER. &amp; MAINT.</b>			<b>40,433</b>	<b>53,792</b>	<b>67,419</b>	<b>30,075</b>	<b>40,750</b>	<b>70,825</b>	<b>62,135</b>	<b>62,135</b>	<b>62,135</b>	<b>0</b>	28
29													29	
30	<b>TOTAL INFORMATION TECHNOLOGY - GENERAL FUND</b>			<b>433,656</b>	<b>461,001</b>	<b>472,588</b>	<b>178,721</b>	<b>253,592</b>	<b>432,313</b>	<b>504,732</b>	<b>504,732</b>	<b>497,012</b>	<b>(7,720)</b>	30
31													31	
32	<b>Enterprise Fund Reimbursement - Administrative Services</b>												32	
33	104136	496200	Admin Services Adjustment	0	0	(38,152)	(22,046)	(22,046)	(44,092)	0	0	(96,427)	(96,427)	33
34	<b>Total Enterprise Fund Reimbursement - Admin. Services</b>			<b>0</b>	<b>0</b>	<b>(38,152)</b>	<b>(22,046)</b>	<b>(22,046)</b>	<b>(44,092)</b>	<b>0</b>	<b>0</b>	<b>(96,427)</b>	<b>(96,427)</b>	34
35													35	
36	<b>TOTAL ADJUSTED INFORMATION TECHNOLOGY - GENERAL FUND</b>			<b>433,656</b>	<b>461,001</b>	<b>434,436</b>	<b>156,675</b>	<b>231,546</b>	<b>388,221</b>	<b>504,732</b>	<b>504,732</b>	<b>400,585</b>	<b>(104,147)</b>	36
37													37	
38	<b>INFORMATION TECHNOLOGY - CAPITAL PROJECTS</b>												38	
39	454136	474500	Machinery & Equipment	158,794	284,347	107,687	3,938	60,000	63,938	65,000	65,000	55,000	(10,000)	39
40	<b>TOTAL INFORMATION TECHNOLOGY - CAPITAL</b>			<b>158,794</b>	<b>284,347</b>	<b>107,687</b>	<b>3,938</b>	<b>60,000</b>	<b>63,938</b>	<b>65,000</b>	<b>65,000</b>	<b>55,000</b>	<b>(10,000)</b>	40
41													41	
42	<b>BUDGET SUMMARY</b>												42	
43	104136		Information Systems - Gen. Fund	433,656	461,001	434,436	156,675	231,546	388,221	504,732	504,732	400,585	(104,147)	43
44	454136		Information Systems - Capital Proj.	158,794	284,347	107,687	3,938	60,000	63,938	65,000	65,000	55,000	(10,000)	44
45	<b>TOTAL INFORMATION TECHNOLOGY- GENERAL &amp; CAPITAL</b>			<b>592,450</b>	<b>745,348</b>	<b>542,123</b>	<b>160,613</b>	<b>291,546</b>	<b>452,159</b>	<b>569,732</b>	<b>569,732</b>	<b>455,585</b>	<b>(114,147)</b>	45

## ORGANIZATIONAL CHART





# FINANCE

## OVERVIEW

The Finance Department primarily serves other departments and elected officials of the City in a support function that helps those departments and leaders make informed decisions and more effectively accomplish their responsibilities. We perform financial and reporting functions for all operations of the City of Bountiful and South Davis Recreation District (SDRD) including: accounts payable, general accounting, safeguarding of assets through accountability, internal and external reporting for departmental and overall City management, annual audits and financial reports, financial analysis, bonding and financial work for adequate oversight as deemed necessary by the governing body and management. The salary and benefits and other expenses relating to the Assistant City Manager are accounted for in the Finance Department budget.

## GOALS & PROJECTS

It is the goal of the Department to provide financial and informational services that help management better perform critical functions for citizens, ensure compliance with a myriad of regulations that are constantly changing and to provide the critical information that helps the City run as cost-effectively and efficiently as possible.

The biggest challenges of the department come from increasing regulation by Federal and State governments and other agencies, and technological changes, some of which are very helpful but often can lead to increased risk of crime and security issues. Department management and staff constantly strive to stay ahead of all these challenges.

The most prominent current and upcoming projects are as follows:

- Implement and comply with new and developing regulations dealing with transparency, State auditor imposed issues and citizen requests/demands.
- Apply regulations imposed by the Federal and State governments and regulatory authorities such as the Governmental Accounting Standards Board (GASB).
- Keep current on technological advances and evaluate the optimum time to implement changes (such as computer equipment/software, email/social media, recording and transmitting equipment and software and other modernized services.)
- Contain costs, maintain or improve existing programs/service levels and develop new services as well as revenues to pay for services as citizen needs and demands change.
- Coordinate/balance responsibilities between Bountiful City and South Davis Recreation District.

## LINE-ITEM HIGHLIGHTS

### Personnel Services

#### **Acct# 411000-Salaries-Perm Employees, 413010-FICA Taxes, 413040-State Retirement & 401K**

The accounts related to payroll and benefits all reflect an increase as a result of merit increases for all three full-time Finance employees.

#### **Acct# 412000-Salaries-Temp & Part-Time**

The part-time wages reflects additional pay for an estimated four additional part-time hours per week in an effort to reduce overtime hours of the Finance Director and Assistant Finance Director.

#### **Acct# 415000-Employee Education Reimbursement**

There are no employees in the Finance Department expected to use the Employee Education Reimbursement benefit for Fiscal Year 2016-2017.

### Operations and Maintenance

#### **Acct# 431100-Legal and Auditing Fees**

As the Comprehensive Annual Financial Report was prepared in-house in Fiscal Year 2014-2015, the auditing fees were reduced by \$2,500. The Finance Department's portion of that decrease is reflected in the Fiscal Year 2016-2017 budget amount.

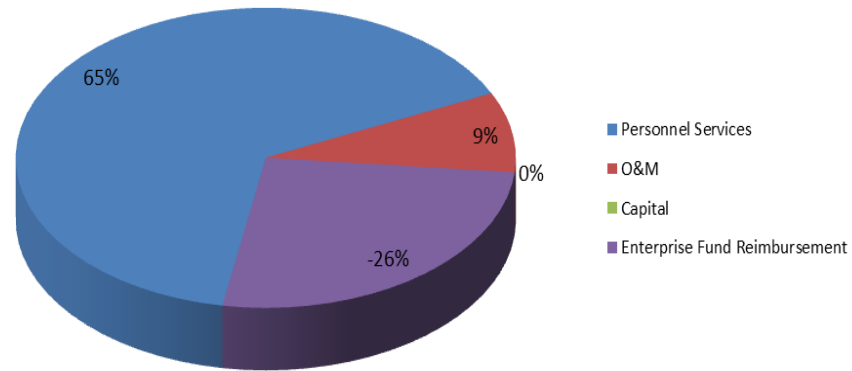
#### **Acct# 46200-Admin Services Adjustment**

In 2015, the City implemented GASB codification 1800.102, requiring that interfund reimbursements for administrative services charged to Enterprise Funds be recognized as a reduction of expenditures rather than as a charge for service revenue. This new account has been set up to offset Finance Department salaries, wages and benefits for time spent on Enterprise Fund operations and reporting.

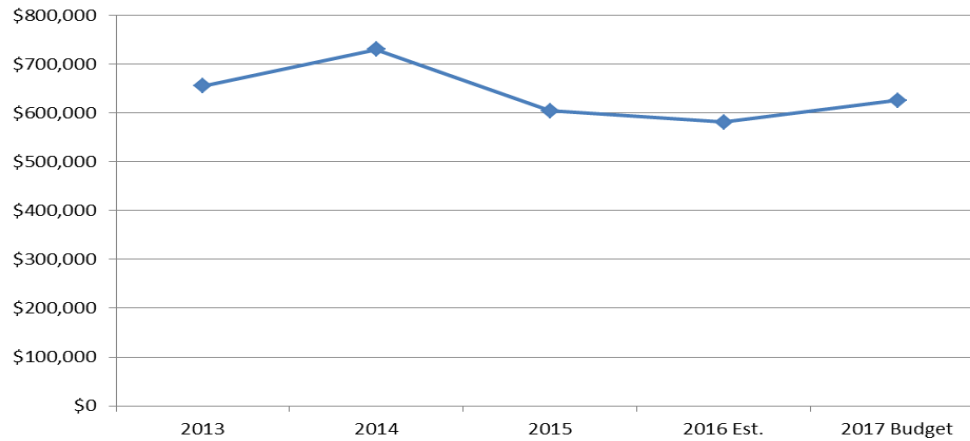


# BUDGET GRAPHS

## 2017 Finance Budget



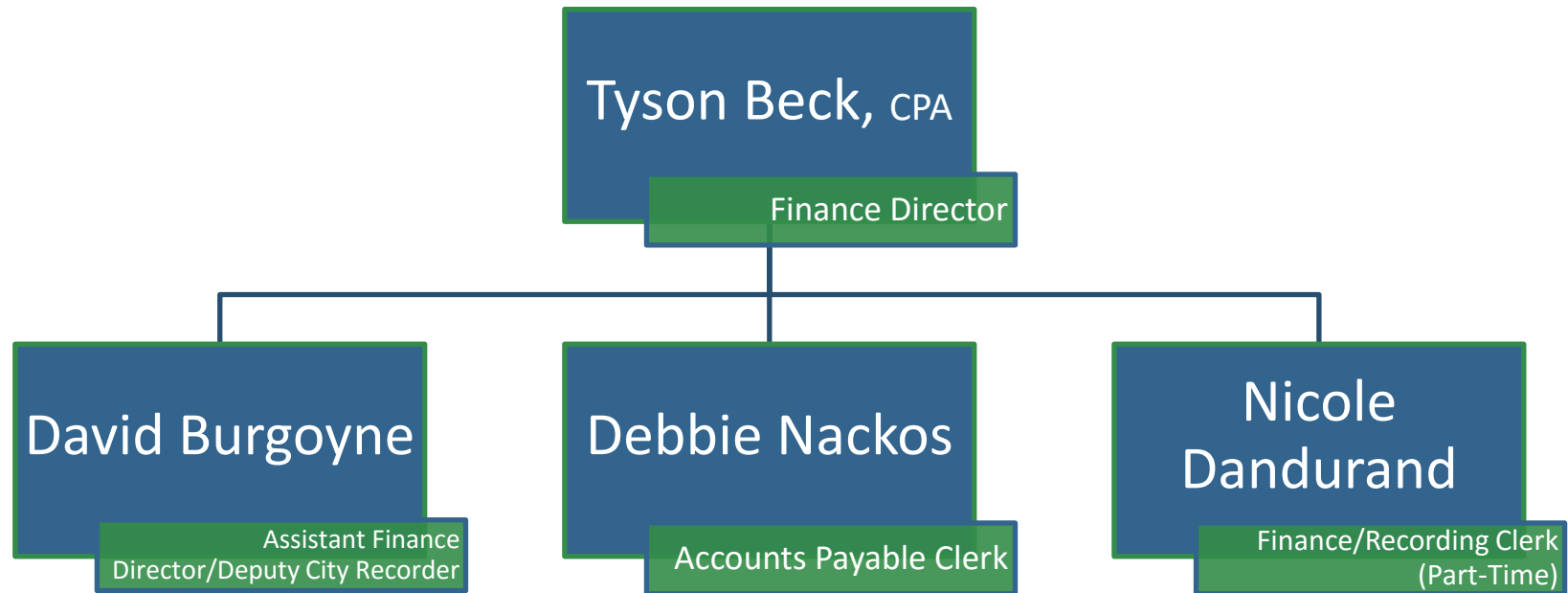
## Budget History (Less Capital)



# BUDGET

1	FINANCE										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	<b>PERSONNEL SERVICES</b>													5
6	104140	411000	Salaries - Perm Employees	413,973	443,384	358,140	158,303	174,533	332,836	333,672	333,672	357,475	23,803	6
7	104140	412000	Salaries-Temp & Part-Time	2,089	4,870	15,478	7,635	11,116	18,751	18,772	18,772	20,215	1,443	7
8	104140	413010	Fica Taxes	30,738	33,581	27,322	11,288	13,810	25,098	27,649	27,649	29,580	1,931	8
9	104140	413020	Employee Medical Ins	51,059	55,702	54,027	26,996	33,864	60,860	68,120	68,120	64,826	(3,294)	9
10	104140	413030	Employee Life Ins	2,171	2,497	1,858	896	1,123	2,019	2,029	2,029	2,142	113	10
11	104140	413040	State Retirement & 401 K	68,909	77,416	58,467	29,139	32,059	61,198	63,631	63,631	68,171	4,540	11
12	104140	425300	Vehicle Allowance	9,002	10,668	8,483	4,244	4,834	9,078	8,978	8,978	8,978	0	12
13	104140	491640	Trnsfr To Workers Comp	1,251	2,010	1,854	512	574	1,086	1,057	1,057	1,133	76	13
14	<b>TOTAL PERSONNEL SERVICES</b>			<b>579,193</b>	<b>630,127</b>	<b>525,630</b>	<b>239,012</b>	<b>271,913</b>	<b>510,925</b>	<b>523,908</b>	<b>523,908</b>	<b>552,519</b>	<b>28,611</b>	14
15														15
16	<b>OPERATIONS &amp; MAINTENANCE</b>													16
17	104140	415000	Employee Education Reimb	0	0	0	0	0	0	2,300	2,300	0	(2,300)	17
18	104140	421000	Books Subscr & Mmbrshp	1,543	1,065	1,696	305	800	1,105	1,765	1,765	1,400	(365)	18
19	104140	423000	Travel & Training	6,715	6,978	7,414	3,315	6,037	9,352	8,660	8,660	9,300	640	19
20	104140	424000	Office Supplies	5,647	10,865	4,632	1,268	3,252	4,520	5,000	5,000	4,600	(400)	20
21	104140	425000	Equip Supplies & Maint	3,036	3,857	11,358	704	1,474	2,178	2,695	2,695	2,695	0	21
22	104140	426000	Bldg & Grnd Suppl & Maint	15,330	11,916	9,832	3,768	4,695	8,463	9,000	9,000	9,000	0	22
23	104140	428000	Telephone Expense	656	508	540	789	863	1,652	1,194	1,194	1,980	786	23
24	104140	429200	Computer Software	20,025	21,674	16,997	19,565	0	19,565	19,471	19,471	21,016	1,545	24
25	104140	429300	Computer Hardware	2,349	2,351	2,142	1,875	0	1,875	1,345	1,345	1,255	(90)	25
26	104140	431100	Legal And Auditing Fees	15,185	16,741	16,741	15,850	0	15,850	16,750	16,750	15,850	(900)	26
27	104140	451100	Insurance & Surety Bonds	4,823	5,109	4,998	4,352	0	4,352	5,248	5,248	5,248	0	27
28	104140	461000	Miscellaneous Expense	529	18,943	2,594	585	268	853	900	900	900	0	28
29	<b>TOTAL OPER. &amp; MAINT.</b>			<b>75,837</b>	<b>100,008</b>	<b>78,946</b>	<b>52,374</b>	<b>17,389</b>	<b>69,763</b>	<b>74,328</b>	<b>74,328</b>	<b>73,244</b>	<b>1,216</b>	29
30														30
31	<b>TOTAL FINANCE - GENERAL FUND</b>			<b>655,030</b>	<b>730,135</b>	<b>604,576</b>	<b>291,386</b>	<b>289,302</b>	<b>580,688</b>	<b>598,236</b>	<b>598,236</b>	<b>625,763</b>	<b>29,827</b>	31
32														32
33	<b>Enterprise Fund Reimbursement - Administrative Services</b>													33
34	104140	496200	Admin Services Adjustment	0	0	(153,832)	(82,704)	(82,704)	(165,408)	0	0	(222,285)	(222,285)	34
35	<b>Total Enterprise Fund Reimbursement - Admin. Services</b>			<b>0</b>	<b>0</b>	<b>(153,832)</b>	<b>(82,704)</b>	<b>(82,704)</b>	<b>(165,408)</b>	<b>0</b>	<b>0</b>	<b>(222,285)</b>	<b>(222,285)</b>	35
36														36
37	<b>TOTAL ADJUSTED FINANCE - GENERAL FUND</b>			<b>655,030</b>	<b>730,135</b>	<b>450,744</b>	<b>208,682</b>	<b>206,598</b>	<b>415,280</b>	<b>598,236</b>	<b>598,236</b>	<b>403,478</b>	<b>(194,758)</b>	37
38														38
39	<b>FINANCE - CAPITAL PROJECTS</b>													39
40	454140	474500	Machinery & Equipment	0	0	20,228	19,059	0	19,059	20,000	20,000	0	(20,000)	40
41	<b>TOTAL FINANCE - CAPITAL</b>			<b>0</b>	<b>0</b>	<b>20,228</b>	<b>19,059</b>	<b>0</b>	<b>19,059</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>(20,000)</b>	41
42														42
43	<b>BUDGET SUMMARY</b>													43
44	104140		Finance - General Fund	655,030	730,135	450,744	208,682	206,598	415,280	598,236	598,236	403,478	(194,758)	44
45	454140		Finance - Capital Projects	0	0	20,228	19,059	0	19,059	20,000	20,000	0	(20,000)	45
46	<b>TOTAL FINANCE GENERAL &amp; CAPITAL</b>			<b>655,030</b>	<b>730,135</b>	<b>470,972</b>	<b>227,741</b>	<b>206,598</b>	<b>434,339</b>	<b>618,236</b>	<b>618,236</b>	<b>403,478</b>	<b>(214,758)</b>	46

# ORGANIZATIONAL CHART





# TREASURY

## OVERVIEW

The Treasury Department serves internal departments as well as citizens and other customers of Bountiful City. This Department also performs cash management support services on contract for the South Davis Recreation District. The Department handles all aspects of customer relations and service offerings related to billing for utility services provided by the Power, Water, Storm Water, Recycling and Sanitation Departments of the City. Approximately 18,000 customers are served through telephone, in person and on-line contacts.

The 18,000 customer accounts are billed in three cycles during the month with due dates of the 10th, 20th and the 30th of each month from electronically collected meter readings gathered by the Water and Power Departments of the City. For efficiency and cost effectiveness, staff utilizes an outside mailing service to assist with inserting and mailing of utility bills monthly. Other departments of the City are also served through processing of their deposits. The Department has regularly received praise in City customer surveys taken by an independent research firm for the City.

In addition to utility customer service, the Department also provides efficient cash and investment management for all City funds (approximately \$89 million in the portfolio). The Treasurer is custodian of all cash and investments, utilizing the services of outside financial and brokerage institutions to invest and account for all funds received on a daily basis. All funds are managed in accordance with the adopted City Investment Policy, the Utah Money Management Act and the Utah Fiscal Procedures Act. The Finance Department conducts periodic internal audits of the treasury and cash management functions to ensure proper internal controls. Likewise, the Treasury Department audits disbursements and countersigns checks issued by the Finance Department to provide firm internal controls.

## GOALS & PROJECTS

A major project underway in connection with the Information Technology Department is a transition to Tyler Technologies MUNIS software from the existing New World Systems software. The department passed the “go-live” stage of this transition and staff are currently perfecting the new process. Several conversion and transition issues have been, and are continuing to be, addressed by Treasury staff, IT staff and the vendor. The effort by the Treasury and IT staff during the implementation phase has truly been exceptional. This transition has been a major undertaking for the Department. The goal of the Department is to perfect all customer interface aspects processes within the Department (e.g. online payments, online customer access to utility bills and e-billing options) with the new software.

The City Treasurer was reappointed during the current fiscal year and one new part time Customer Service Representative was hired to serve the needs of residents and customers. Additionally, the Treasury Department rebid the core banking functions of the City and a transition to a new bank is in the final stages. The current staffing pattern of two part-time and four full-time Customer Service Representatives has helped in the facilitation of the software transition and accommodates a balanced workflow process in the Department. The staffing plan revisions have resulted in an overall lower dollar value budget with better customer service coverage during the entire work day and during peak time periods. It has also eliminated redundant training requirements present in the previous Department structure.

The goals of the Department during the remainder of Fiscal Year 2016 and in Fiscal Year 2017 are focused on working through the remaining conversion and transition issues in partnership with the Information Technology Department and Tyler Technologies. Additionally, the City's cash management and investment processes are under re-evaluation with a re-bidding of the current Certified Investment Advisory contract. This evaluation of the Certified Investment Advisory contract is scheduled for completion in late April 2016 culminating in a bid award to a Certified Investment Advisory firm with a resulting transition process which will stretch into early Fiscal Year 2017. The next step in the re-evaluation of cash management and investment processes will include a revision of the existing City Investment Policy with continuing study of overall cash flows and adjusting the investment portfolio to meet the project needs of City departments.

## **LINE-ITEM HIGHLIGHTS**

### **Personnel Services**

**Acct# 411000, 412000, 413010, 413020, 413040, 491640**

The Personnel Services category for the department reflects an overall 0.4% decrease (\$1,740) resulting from staff changes within the Department from retirements and new hiring. These changes also reflect the associated State Retirement, FICA, medical insurance premium and workers' compensation premium accounts shown in the budget.

### **Operations and Maintenance**

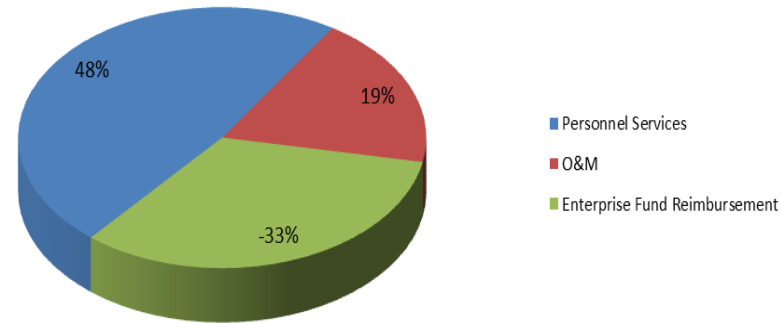
**Acct# 424000, 429050, 429400**

The operation and maintenance category increased overall by 4.3% (\$6,765) due to anticipated increases in utility billing costs associated with billing supplies and printing/mailing expenses with a reduction in software development costs.

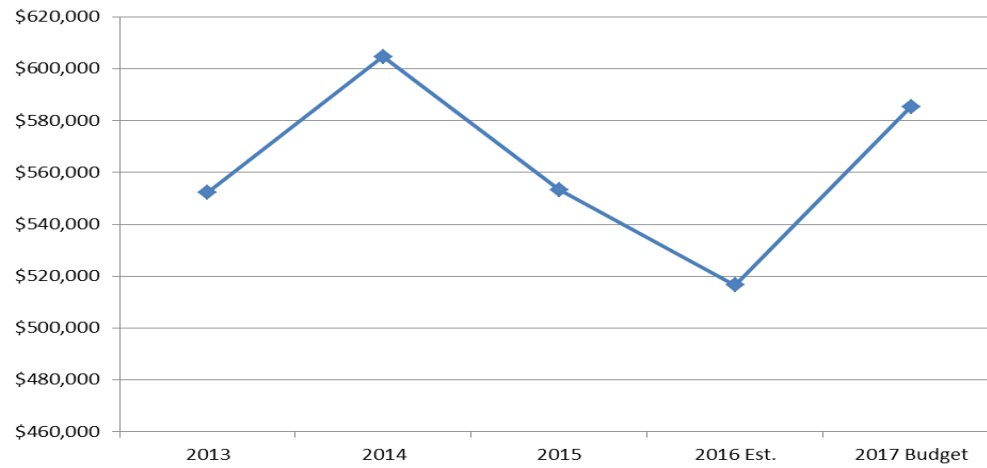
The operating budget for the Treasury Department is reduced by an intra-city reimbursement for services provided to the Enterprise Funds of the City. This presentation is made to comply with financial reporting requirements prescribed by the Utah State Auditor's Office and the Governmental Accounting Standards Board (GASB).

# BUDGET GRAPHS

## 2017 Treasury Budget



## Budget History (Less Capital)

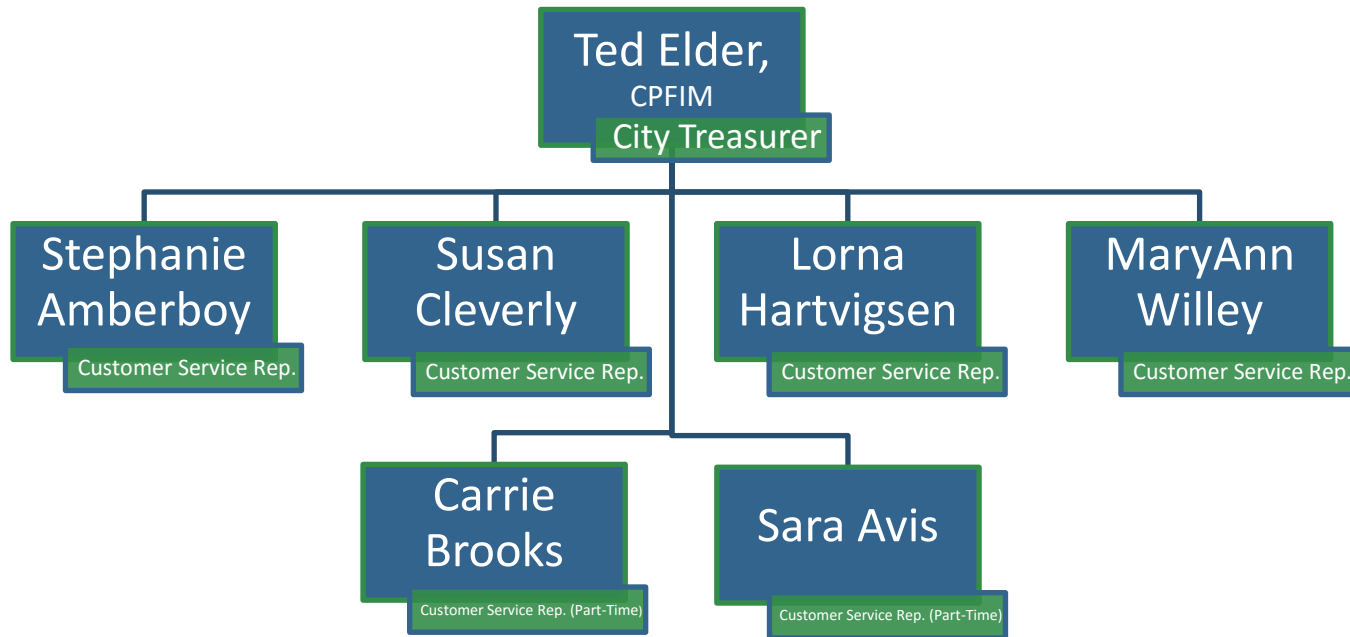


# BUDGET

1	TREASURY			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3				2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	<b>PERSONNEL SERVICES</b>													5
6	104143	411000	Salaries - Perm Employees	282,256	297,203	237,188	112,312	104,763	217,075	254,251	254,251	247,989	(6,262)	6
7	104143	412000	Salaries-Temp & Part-Time	15,380	9,759	31,930	17,469	20,000	37,469	33,127	33,127	32,189	(938)	7
8	104143	413010	Fica Taxes	21,885	23,018	20,503	9,927	9,597	19,524	22,328	22,328	21,777	(551)	8
9	104143	413020	Employee Medical Ins	41,125	42,246	33,462	11,263	10,545	21,809	56,082	56,082	63,356	7,274	9
10	104143	413030	Employee Life Ins	2,005	1,822	1,653	771	799	1,571	2,147	2,147	2,099	(48)	10
11	104143	413040	State Retirement & 401 K	45,532	46,339	45,535	21,905	20,452	42,357	48,486	48,486	47,292	(1,194)	11
12	104143	425300	Vehicle Allowance	4,501	4,933	4,500	2,133	2,046	4,179	4,489	4,489	4,489	0	12
13	104143	491640	Trnsfr To Workers Comp	933	839	826	398	383	781	862	862	841	(21)	13
14	<b>TOTAL PERSONNEL SERVICES</b>			<b>413,618</b>	<b>426,160</b>	<b>375,596</b>	<b>176,178</b>	<b>168,587</b>	<b>344,765</b>	<b>421,772</b>	<b>421,772</b>	<b>420,032</b>	<b>(1,740)</b>	14
15														15
16	<b>OPERATIONS &amp; MAINTENANCE</b>													16
17	104143	421000	Books Subscr & Mmbrshp	148	427	488	150	335	485	250	250	250	0	17
18	104143	423000	Travel & Training	4,196	1,449	3,520	817	2,600	3,417	3,500	3,500	3,500	0	18
19	104143	424000	Office Supplies	3,393	5,005	4,083	2,585	1,100	3,685	3,600	3,600	5,000	1,400	19
20	104143	425000	Equip Supplies & Maint	0	797	3,189	1,771	2,000	3,771	1,000	1,000	1,000	0	20
21	104143	426000	Bldg & Grnd Suppl & Maint	11,241	12,501	13,372	5,913	6,087	12,000	12,000	12,000	12,000	0	21
22	104143	428000	Telephone Expense	3,824	2,360	1,727	1,317	683	2,000	2,000	2,000	2,000	0	22
23	104143	429050	Util Billing Supplies	90,644	124,643	122,543	61,457	48,500	109,957	105,000	105,000	110,000	5,000	23
24	104143	429200	Computer Software	18,074	21,753	17,610	23,474	0	23,474	24,700	24,700	25,080	380	24
25	104143	429300	Computer Hardware	1,579	3,657	3,907	2,817	0	2,817	1,000	1,000	1,000	0	25
26	104143	451100	Insurance & Surety Bonds	4,471	4,494	4,296	4,221	0	4,221	4,515	4,515	4,500	(15)	26
27	104143	452300	Uncollectible Accounts	0	0	2,720	2,573	2,422	4,995	0	0	0	0	27
28	104143	461000	Miscellaneous Expense	1,000	1,462	341	474	500	974	1,000	1,000	1,000	0	28
29	104143	463000	Cash Over Or Short	0	0	0	69	0	69	0	0	0	0	29
30	<b>TOTAL OPER. AND MAINT.</b>			<b>138,570</b>	<b>178,546</b>	<b>177,796</b>	<b>107,638</b>	<b>64,227</b>	<b>171,865</b>	<b>158,565</b>	<b>158,565</b>	<b>165,330</b>	<b>6,765</b>	30
31														31
32	<b>TOTAL TREASURY - GEN. FUND</b>			<b>552,188</b>	<b>604,706</b>	<b>553,392</b>	<b>283,816</b>	<b>232,814</b>	<b>516,630</b>	<b>580,337</b>	<b>580,337</b>	<b>585,362</b>	<b>5,025</b>	32
33														33
34	<b>Enterprise Fund Reimbursement - Administrative Services</b>													34
35	104143	496200	Admin Services Adjustment	0	0	(324,927)	(132,319)	(132,319)	(264,638)	0	0	(289,668)	(289,668)	35
36	<b>Total Enterprise Fund Reimbursement - Admin. Services</b>			<b>0</b>	<b>0</b>	<b>(324,927)</b>	<b>(132,319)</b>	<b>(132,319)</b>	<b>(264,638)</b>	<b>0</b>	<b>0</b>	<b>(289,668)</b>	<b>(289,668)</b>	36
37														37
38	<b>TOTAL ADJUSTED TREASURY - GENERAL FUND</b>			<b>552,188</b>	<b>604,706</b>	<b>228,465</b>	<b>151,497</b>	<b>100,495</b>	<b>251,992</b>	<b>580,337</b>	<b>580,337</b>	<b>295,694</b>	<b>(284,643)</b>	38
39														39
40	<b>TREASURY - CAPITAL PROJECTS</b>													40
41														41
42	<b>TOTAL TREASURY - CAP. PROJ.</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	42
43														43
44	<b>BUDGET SUMMARY</b>													44
45	104143		Treasury - General Fund	552,188	604,706	228,465	151,497	100,495	251,992	580,337	580,337	295,694	(284,643)	45
46	454143		Treasury - Capital Projects Fund	0	0	0	0	0	0	0	0	0	0	46
47	<b>TOTAL TREASURY GENERAL &amp; CAPITAL</b>			<b>552,188</b>	<b>604,706</b>	<b>228,465</b>	<b>151,497</b>	<b>100,495</b>	<b>251,992</b>	<b>580,337</b>	<b>580,337</b>	<b>295,694</b>	<b>(284,643)</b>	47



# ORGANIZATIONAL CHART





# GOVERNMENT BUILDINGS

## OVERVIEW

The Bountiful City Building Maintenance Department is responsible for keeping city-owned buildings in good working order including eight city-owned office buildings, Stoker School, 13 park/trailhead restroom buildings and a number of other buildings and facilities. The Department is staffed with one full time and one seasonal employee.

Major accomplishments in 2015 included:

Started regular maintenance operations at the City owned Bountiful Davis Arts Center (BDAC)

New roof at Public Safety Building

Rebuilt motors and pumps at Main Street fountain

Took over maintenance operations at the Public Safety Building

Upgraded HVAC units and raised units off the ground at Stoker School

Replaced fence, gutters and downspouts and concrete and added heat tape to the roof at Bountiful Ridge Golf Course Clubhouse

## GOALS & PROJECTS

The goal of this Department is twofold. First, to provide a safe and comfortable work place for all city employees, thus enabling them to perform their jobs and provide a pleasant experience to all of the Bountiful City residents they serve. Second, to keep the City's properties in good working order by maintaining and repairing systems such as lighting, heating, air conditioning, plumbing, electrical systems and roofing in a timely manner.

### 2016 Projects

#### **City Hall Building**

Replace failing pilot lights with new energy efficient electronic pilot lights.

#### **Public Safety/Courts Building**

Assist in the exterior improvements, specifically replacing the stucco.

#### **Public Park Restrooms**

Repaint floors and walls, sheetrock ceilings and replace metal exterior doors at three parks.

**Landfill**

Refurbish interior of scale house.

## **LINE-ITEM HIGHLIGHTS**

**Personnel Services**

**Increase \$1,558**

The minor increase is being requested to cover the costs associated with taxes, medical insurance, retirement and workers' compensation insurance.

**Operations and Maintenance**

**104160-425000 – Equipment Supplies and Maintenance**

**Increase \$1,500**

This increase is requested to cover the maintenance, repair and fuel costs for a new vehicle purchased last budget year.

**104160-426000 – Building and Grounds Supply and Maintenance**

**Increase \$6,000**

This increase is to cover the repair and maintenance costs for upgrading, painting and replacing doors at three park restrooms (a one-time expenditure).

**104160-448000 – Operating Supplies**

**Increase \$500**

This increase is to cover the costs of general tools and supplies for the several repair projects this coming year.

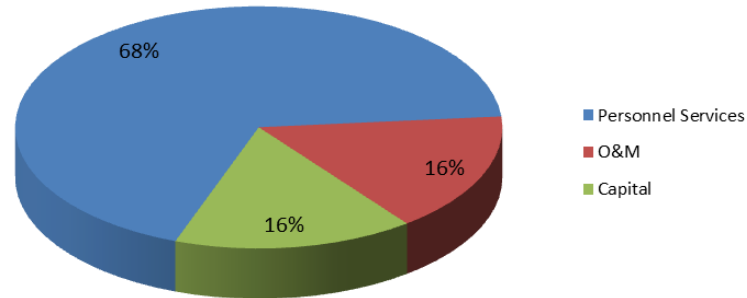
**454160-474500 - Machinery and Equipment**

**Decrease \$10,000**

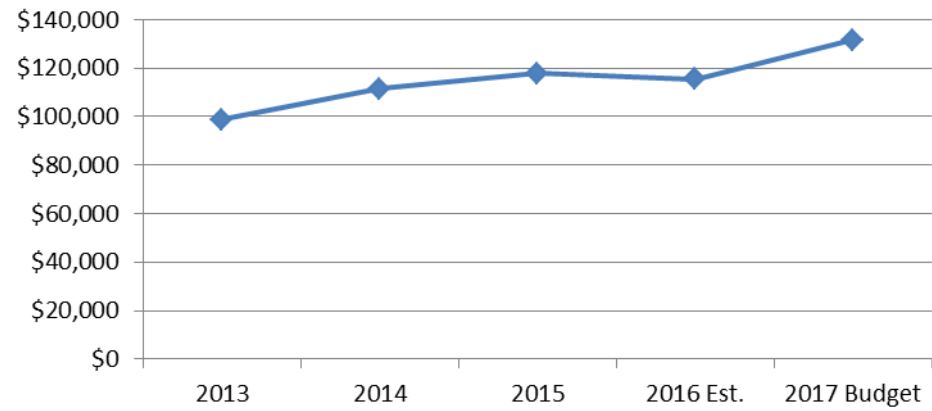
\$25,000 is requested to purchase a new man lift this budget year. The decrease is the difference between last year's budget request, \$35,000, minus this year's budget request.

# BUDGET GRAPHS

## 2017 Government Buildings Budget



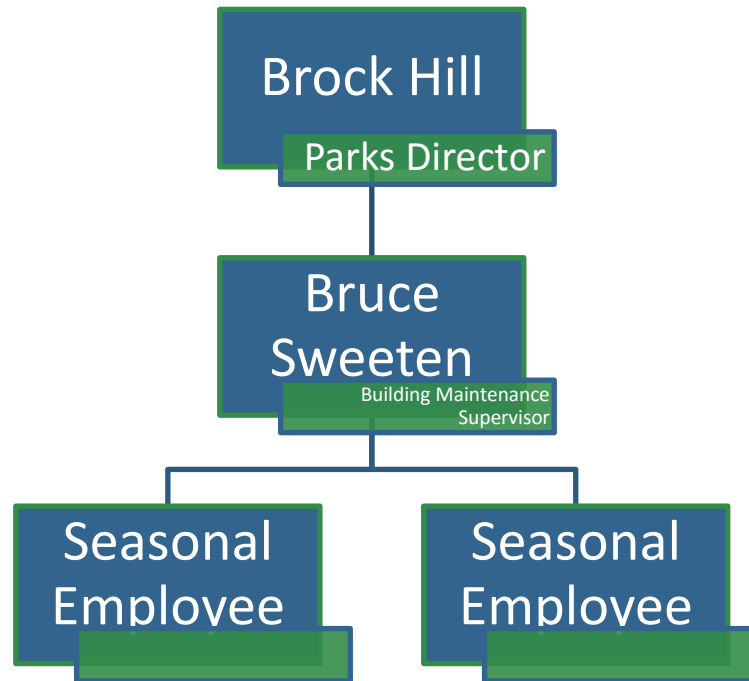
## Budget History (Less Capital)



# BUDGET

1	GENERAL GOVERNMENT BUILDINGS												1	
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2	
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	PERSONNEL SERVICES												5	
6	104160	411000	Salaries - Perm Employees	54,251	61,132	59,116	28,256	30,000	58,256	58,600	58,600	59,720	1,120	6
7	104160	412000	Salaries-Temp & Part-Time	8,397	8,544	8,674	4,628	5,000	9,628	10,500	10,500	10,500	0	7
8	104160	413010	Fica Taxes	4,524	5,074	4,933	2,395	2,800	5,195	5,286	5,286	5,372	86	8
9	104160	413020	Employee Medical Ins	12,378	12,269	12,031	6,190	6,300	12,490	17,030	17,030	17,128	98	9
10	104160	413030	Employee Life Ins	279	319	325	155	150	305	352	352	359	7	10
11	104160	413040	State Retirement & 401 K	9,029	10,932	11,257	5,375	5,800	11,175	11,175	11,175	11,389	214	11
12	104160	491640	Trnsfr To Workers Comp	1,230	1,380	1,362	661	1,000	1,661	2,073	2,073	2,107	34	12
13	TOTAL PERSONNEL SERVICES			90,088	99,650	97,699	47,659	51,050	98,709	105,016	105,016	106,574	1,558	13
14													14	
15	OPERATIONS & MAINTENANCE												15	
16	104160	423000	Travel & Training	37	0	0	69	1,250	1,319	1,500	1,500	1,500	0	16
17	104160	424000	Office Supplies	0	62	203	0	50	50	50	50	50	0	17
18	104160	425000	Equip Supplies & Maint	3,211	4,301	4,882	1,354	2,800	4,154	4,200	4,200	5,700	1,500	18
19	104160	426000	Bldg & Grnd Suppl & Maint	4,204	5,899	12,477	4,444	4,950	9,394	9,500	9,500	15,500	6,000	19
20	104160	428000	Telephone Expense	120	664	145	0	250	250	250	250	250	0	20
21	104160	431400	Landfill Fees	0	0	0	0	40	40	60	60	60	0	21
22	104160	448000	Operating Supplies	1,209	821	2,229	1,027	500	1,527	1,500	1,500	2,000	500	22
23	104160	461000	Miscellaneous Expense	0	60	147	0	60	60	60	60	60	0	23
24	TOTAL OPER. & MAINT.			8,782	11,808	20,083	6,894	9,900	16,794	17,120	17,120	25,120	8,000	24
25													25	
26	GOVT BLDGS - GEN. FUND			98,870	111,458	117,782	54,553	60,950	115,503	122,136	122,136	131,694	9,558	26
27													27	
28	GENERAL GOV'T BLDGS - CAPITAL PROJECTS												28	
29	454160	474500	Machinery & Equipment	0	0	0	34,200	0	34,200	35,000	35,000	25,000	(10,000)	29
30													30	
31	TOTAL GOVT BLDGS - CAP.			0	0	0	34,200	0	34,200	35,000	35,000	25,000	(10,000)	31
32													32	
33	BUDGET SUMMARY												33	
34	104160		Gen. Govt. Buildings - Gen. Fund	98,870	111,458	117,782	54,553	60,950	115,503	122,136	122,136	131,694	9,558	34
35	454160		Gen. Govt. Buildings - Capital Proj.	0	0	0	34,200	0	34,200	35,000	35,000	25,000	(10,000)	35
36	TOTAL GOVT BLDGS - GEN & CAP			98,870	111,458	117,782	88,753	60,950	149,703	157,136	157,136	156,694	(442)	36

# ORGANIZATIONAL CHART







# POLICE

## OVERVIEW

The Police Department has the responsibility to enforce federal, state and local laws and to provide assistance related to matters of public safety. This responsibility is accomplished by providing the following services: patrol officers, detectives, Problem Oriented Policing (“POP”) officers, metro narcotics officer, school resource officers, multi-agency dispatching, records services, evidence custodian and school crossing guards. Revenue is collected to cover a portion of dispatch, school resource officers, a metro narcotics officer, the Bountiful Communities that Care program and DUI enforcement services from miscellaneous State and Federal grants and reimbursements, and from leasing part of the Public Safety building to the Second District Court.

## GOALS

- Customer Relations, Customer Relations, Customer Relations
- Focus on ways to improve the hiring process
- Implement Dispatch Text to 911 Service
- Enhance Bountiful City’s Emergency Preparedness Program
- Enhance Tour of Utah Community Awareness and Education
- Continue with Supervisory/Employee Development Training
- Upgrade Emergency Operations Center Functionality
- Enhance Public Safety Building Security
- Implement One-Day Mini Citizen Academy Class
- Finish Revising and Updating Department Policies
- Finish Budget Year Within Budget

## LINE-ITEM HIGHLIGHTS

### **Background and Analysis**

Attached are copies of our proposed Fiscal Year 2016-2017 budget, mission statement, and Fiscal Year 2016-2017 goals. As a general rule, the budget philosophy of the police department is to start with the previous year's adopted budget and request increases only when necessary. As such, the proposed Fiscal Year 2016-2017 budget is essentially unchanged from Fiscal Year 2015-2016, with the only changes being as follows:

### **Acct # 104210 - 411000, 412000, 413010, 413020, 413040, and 491640**

These are payroll accounts affected by cost increases due to merits, retirement, FICA, medical insurance premiums and workers compensation.

### **Acct # 104210 - 423000, 425500, and 451100**

These are operations and maintenance account increases due to a 5% building insurance premium increase.

### **Acct #104217 - 411120, and 413020**

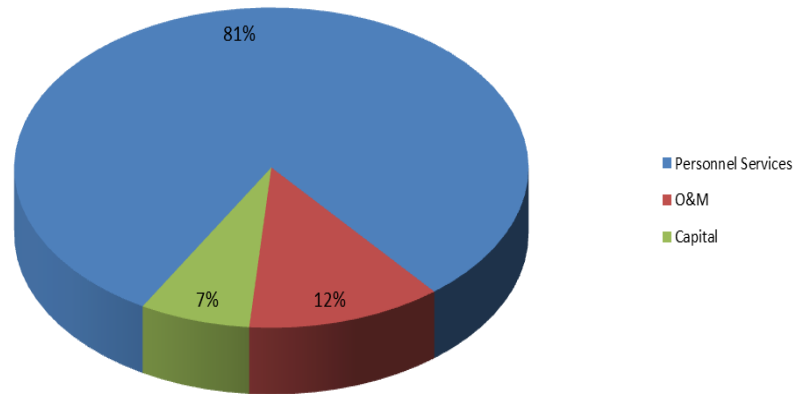
These are school resource officer payroll increases due to merits and medical insurance premiums.

### **Acct # 104218 - 411100**

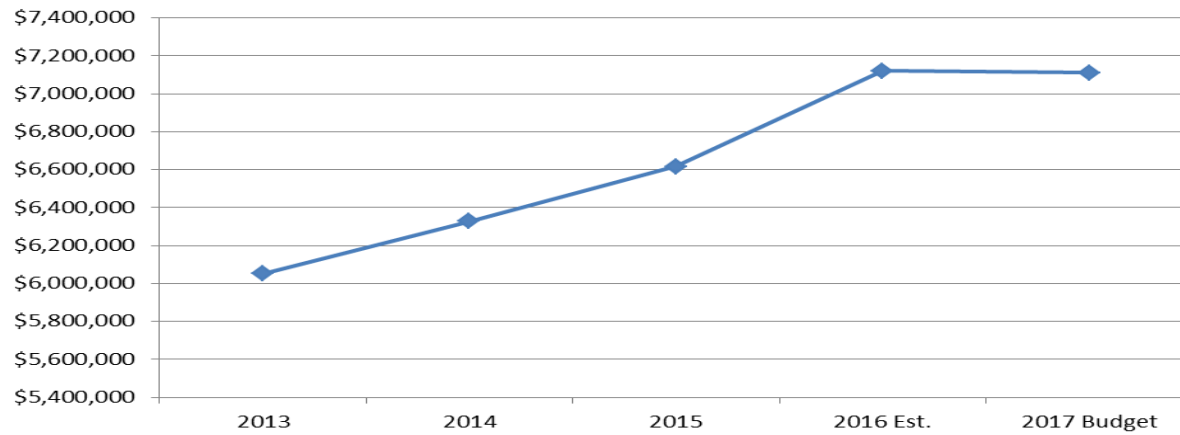
This expenditure account is revenue funded by the state for alcohol programs. For Fiscal Year 2015-2016 it was increased by \$614 and a \$14,100 Police Department carryover from Fiscal Year 2014-2015 for a total of \$51,700 in revenue.

# BUDGET GRAPHS

## 2017 Police Budget



## Budget History (Less Capital)



# BUDGET

1	POLICE			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1	
2				2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3	Account Number			Account Description										3	
4														4	
5	PERSONNEL SERVICES														5
6	104210	411000	Salaries - Perm Employees	349,451	364,130	348,094	162,166	174,821	336,987	336,987	336,987	357,152	20,165	6	
7	104210	411100	Salaries - Officer	2,124,484	2,135,335	2,184,044	1,125,675	1,197,646	2,323,321	2,323,321	2,348,321	2,327,673	4,352	7	
8	104210	411400	Salaries - Spec Protect	7,773	6,827	8,734	5,778	9,222	15,000	15,000	15,000	15,000	0	8	
9	104210	412000	Salaries -Temp & Part-Time	76,088	74,740	79,399	38,495	59,247	97,742	97,742	97,742	99,676	1,934	9	
10	104210	413010	Fica Taxes	219,163	221,193	229,011	115,156	135,845	251,001	251,001	251,001	253,026	2,025	10	
11	104210	413020	Employee Medical Ins	491,635	563,567	628,597	311,352	424,200	735,552	735,552	735,552	748,900	13,348	11	
12	104210	413030	Employee Life Ins	14,114	15,692	15,855	7,862	10,652	18,514	18,514	18,514	19,214	700	12	
13	104210	413040	State Retirement & 401 K	798,753	942,999	1,019,987	500,489	684,864	1,185,353	1,185,353	1,185,353	1,239,105	53,752	13	
14	104210	413060	Unemployment Reimb	1,213	0	0	0	0	0	0	0	0	0	14	
15	104210	414000	Uniform Allowance	33,493	32,532	31,817	16,060	16,862	32,922	32,922	32,922	33,912	990	15	
16	104210	425300	Vehicle Allowance	0	0	0	(132)	132	(0)	0	0	0	0	16	
17	104210	462180	Accrued Comp Time Exp	0	0	0	0	2,000	2,000	2,000	2,000	2,000	0	17	
18	104210	462190	Accrued Sick Leave Exp	0	0	0	0	2,000	2,000	2,000	2,000	2,000	0	18	
19	104210	491640	Trnsfr To Workers Comp	44,050	45,811	47,434	24,347	25,012	49,359	49,359	49,359	49,514	155	19	
20	<b>TOTAL PERSONNEL SERVICES</b>			<b>4,160,217</b>	<b>4,402,823</b>	<b>4,592,973</b>	<b>2,307,248</b>	<b>2,742,503</b>	<b>5,049,751</b>	<b>5,049,751</b>	<b>5,074,751</b>	<b>5,147,173</b>	<b>97,422</b>	20	
21															21
22	OPERATIONS & MAINTENANCE														22
23	104210	415000	Employee Education Reimb	0	0	0	2,888	17,112	20,000	25,000	25,000	25,000	0	23	
24	104210	421000	Books Subscr & Mmbrshp	4,194	3,976	3,389	4,823	0	4,823	3,959	3,959	3,959	0	24	
25	104210	422000	Public Notices	9,410	7,341	10,688	1,717	8,585	10,302	5,000	5,000	5,000	0	25	
26	104210	423000	Travel & Training	39,478	50,608	46,135	30,140	7,126	37,266	21,678	29,678	21,678	0	26	
27	104210	424000	Office Supplies	14,688	15,734	15,805	5,895	10,105	16,000	12,000	12,000	12,000	0	27	
28	104210	425000	Equip Supplies & Maint	551	10	111	0	0	0	0	0	0	0	28	
29	104210	425200	Communication Equip Maint	44,062	49,063	63,993	19,669	35,331	55,000	62,838	62,838	62,838	0	29	
30	104210	425410	Fuel And Oil	114,603	112,662	89,924	39,251	49,649	88,900	111,042	111,042	91,854	(19,188)	30	
31	104210	425430	Service & Parts	99,710	94,331	105,310	33,093	71,593	104,686	65,000	79,000	65,000	0	31	
32	104210	425500	Terminal Maint & Queries	74,096	83,347	78,199	13,224	67,297	80,521	80,521	80,521	80,521	0	32	
33	104210	426000	Bldg & Grnd Suppl & Maint	72,005	89,227	115,879	28,966	61,034	90,000	63,331	73,331	63,331	0	33	
34	104210	426010	Tire House Maintenance	14,318	5,001	14,867	5,039	1,258	6,297	4,019	4,019	4,019	0	34	
35	104210	427000	Utilities	96,824	101,755	123,281	41,317	73,683	115,000	105,000	105,000	105,000	0	35	
36	104210	427700	Utilities - Jeep Posse	3,405	3,773	4,258	1,174	2,826	4,000	2,500	2,500	2,500	0	36	
37	104210	428000	Telephone Expense	29,123	27,197	29,801	12,581	16,419	29,000	29,181	29,181	29,181	0	37	
38	104210	429300	Computer Hardware	8,013	3,610	4,479	1,314	4,488	5,802	5,802	5,802	5,802	0	38	
39	104210	431050	Credit Card Merchant Fees	1,021	1,346	281	90	110	200	1,000	1,000	1,000	0	39	
40	104210	431200	Informant & Intelligence	60	0	204	298	250	548	500	500	500	0	40	
41	104210	431600	Animal Control Services	61,341	64,002	56,284	25,739	41,331	67,070	67,070	67,070	80,062	12,992	41	
42	104210	432000	Examination & Evaluation	675	400	1,925	350	1,300	1,650	630	630	630	0	42	
43	104210	445100	Public Safety Supplies	169,186	178,929	132,593	11,633	89,153	100,786	100,786	117,786	100,786	0	43	

# BUDGET (CONTINUED)

1	POLICE			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2				2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2
3	Account Number	Account Description		2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	104210	445300	Special Suppl Tech Svs	2,035	4,191	4,123	1,568	1,001	2,569	2,569	2,569	2,569		5
6	104210	451100	Insurance & Surety Bonds	43,914	46,525	53,163	50,921	0	50,921	48,427	48,427	50,921	2,494	6
7	104210	461000	Miscellaneous Expense	1,262	2,000	2,732	1,835	1,165	3,000	600	600	600	0	7
8	<b>TOTAL OPER. &amp; MAINT.</b>			<b>905,988</b>	<b>947,043</b>	<b>959,438</b>	<b>333,522</b>	<b>560,816</b>	<b>894,338</b>	<b>818,453</b>	<b>867,453</b>	<b>814,751</b>	<b>(3,702)</b>	8
9														9
10	<b>TOTAL POLICE - GEN. FUND</b>			<b>5,066,205</b>	<b>5,349,866</b>	<b>5,552,411</b>	<b>2,640,770</b>	<b>3,303,319</b>	<b>5,944,089</b>	<b>5,868,204</b>	<b>5,942,204</b>	<b>5,961,924</b>	<b>93,720</b>	10
11														11
12	<b>POLICE - RESERVE OFFICER PROGRAM</b>													12
13	<b>PERSONNEL SERVICES</b>													13
14	104215	411100	Salaries - Officer	22,762	21,889	11,113	9,291	9,651	18,942	36,000	36,000	36,000	0	14
15	104215	413010	Fica Taxes	1,762	1,698	860	718	800	1,518	2,799	2,799	2,800	1	15
16	104215	413020	Employee Medical Ins	0	61	0	0	0	0	0	0	0	0	16
17	104215	413030	Employee Life Ins	1,713	1,683	937	528	528	1,056	1,806	1,806	1,806	0	17
18	104215	413040	State Retirement & 401 K	0	38	0	30	100	130	0	0	0	0	18
19	104215	414000	Uniform Allowance	322	1,010	468	119	481	600	600	600	600	0	19
20	104215	491640	Trnsfr To Workers Comp	429	434	225	185	185	370	720	720	720	0	20
21	<b>TOTAL PERSONNEL SERVICES</b>			<b>26,988</b>	<b>26,812</b>	<b>13,603</b>	<b>10,872</b>	<b>11,745</b>	<b>22,617</b>	<b>41,925</b>	<b>41,925</b>	<b>41,926</b>	<b>1</b>	21
22														22
23	<b>OPERATIONS &amp; MAINTENANCE</b>													23
24	104215	423000	Travel & Training	385	0	179	0	500	500	500	500	500	0	24
25	104215	425200	Communication Equip Maint	0	0	0	0	636	636	636	636	636	0	25
26	104215	432000	Examination & Evaluation	275	469	300	0	500	500	500	500	500	0	26
27	104215	445100	Public Safety Supplies	1,260	0	0	0	0	0	0	0	0	0	27
28	104215	461000	Miscellaneous Expense	30	60	30	0	0	0	0	0	0	0	28
29	<b>TOTAL OPER. &amp; MAINT.</b>			<b>1,950</b>	<b>529</b>	<b>509</b>	<b>0</b>	<b>1,636</b>	<b>1,636</b>	<b>1,636</b>	<b>1,636</b>	<b>1,636</b>	<b>0</b>	29
30														30
31	<b>TOTAL RES. OFFICER - GEN. FUND</b>			<b>28,938</b>	<b>27,341</b>	<b>14,112</b>	<b>10,872</b>	<b>13,381</b>	<b>24,253</b>	<b>43,561</b>	<b>43,561</b>	<b>43,562</b>	<b>1</b>	31
32														32
33	<b>POLICE - CROSSING GUARDS</b>													33
34	<b>PERSONNEL SERVICES</b>													34
35	104216	412000	Salaries-Temp & Part-Time	118,008	119,044	122,630	56,120	72,880	129,000	129,000	129,000	129,000	0	35
36	104216	413010	Fica Taxes	9,028	9,108	9,381	4,293	5,575	9,868	9,868	9,868	9,869	1	36
37	104216	413040	State Retirement & 401 K	0	0	26	4	4	8	0	0	0	0	37
38	104216	491640	Trnsfr To Workers Comp	2,361	2,381	2,453	1,123	1,457	2,580	2,580	2,580	2,580	0	38
39	<b>TOTAL PERSONNEL SERVICES</b>			<b>129,396</b>	<b>130,533</b>	<b>134,489</b>	<b>61,540</b>	<b>79,916</b>	<b>141,456</b>	<b>141,448</b>	<b>141,448</b>	<b>141,449</b>	<b>1</b>	39

# BUDGET (CONTINUED)

1	POLICE			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2				2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2
3	Account Number	Account Description		2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	<b>OPERATIONS &amp; MAINTENANCE</b>												0	5
6	104216	445100	Public Safety Supplies	2,895	1,201	1,774	957	1,243	2,200	2,200	2,200	2,200	0	6
7	104216	461000	Miscellaneous Expense	90	150	360	120	120	240	0	0	0	0	7
8	<b>TOTAL OPER. &amp; MAINT.</b>			<b>2,985</b>	<b>1,351</b>	<b>2,134</b>	<b>1,077</b>	<b>1,363</b>	<b>2,440</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>	<b>0</b>	8
9														9
10	<b>TOTAL CROSSING GUARDS - G. F.</b>			<b>132,381</b>	<b>131,884</b>	<b>136,623</b>	<b>62,617</b>	<b>81,279</b>	<b>143,896</b>	<b>143,648</b>	<b>143,648</b>	<b>143,649</b>	<b>1</b>	10
11														11
12	<b>POLICE - PROS POLICE GRANT</b>													12
13	<b>PERSONNEL SERVICES</b>													13
14	104217	411000	Salaries - Perm Employees	616	0	0	0	0	0	0	0	0	0	14
15	104217	411100	Salaries - Officer	796	0	3,739	2,578	2,578	5,156	0	0	0	0	15
16	104217	411110	Salaries - SRO	91,489	93,591	108,724	52,744	57,256	110,000	89,003	89,003	91,036	2,033	16
17	104217	411120	Salaries - PROS	55,988	72,009	58,629	27,412	30,000	57,412	83,265	83,265	88,904	5,639	17
18	104217	411130	Salaries - PROS II	29,451	16,434	26,001	14,126	18,000	32,126	44,146	44,146	42,536	(1,610)	18
19	104217	413010	Fica Taxes	13,074	13,485	14,597	7,170	8,218	15,388	16,557	16,557	17,095	538	19
20	104217	413020	Employee Medical Ins	26,138	19,515	30,728	14,152	17,000	31,152	21,394	21,394	25,692	4,298	20
21	104217	413030	Employee Life Ins	557	580	688	325	383	708	571	571	588	17	21
22	104217	413040	State Retirement & 401 K	34,304	39,553	52,958	25,579	29,743	55,322	42,186	42,186	44,422	2,236	22
23	104217	491640	Trnsfr To Workers Comp	3,298	3,644	3,934	1,939	2,371	4,310	4,310	4,310	4,450	140	23
24	<b>TOTAL PERSONNEL SERVICES</b>			<b>255,711</b>	<b>258,810</b>	<b>299,996</b>	<b>146,025</b>	<b>165,549</b>	<b>311,574</b>	<b>301,432</b>	<b>301,432</b>	<b>314,722</b>	<b>13,290</b>	24
25														25
26	<b>OPERATIONS &amp; MAINTENANCE</b>													26
27	104217	445100	Public Safety Supplies	120	125	0	(300)	0	(300)	0	0	0	0	27
28	<b>TOTAL OPER. &amp; MAINT.</b>			<b>120</b>	<b>125</b>	<b>0</b>	<b>(300)</b>	<b>0</b>	<b>(300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	28
29														29
30	<b>TOTAL PROS GRANT - GEN. FUND</b>			<b>255,831</b>	<b>258,935</b>	<b>299,996</b>	<b>145,725</b>	<b>165,549</b>	<b>311,274</b>	<b>301,432</b>	<b>301,432</b>	<b>314,722</b>	<b>13,290</b>	30
31														31
32	<b>LIQUOR LAW ENFORCEMENT</b>													32
33	<b>PERSONNEL SERVICES</b>													33
34	104218	411100	Salaries - Officer	10,586	18,253	9,653	6,075	33,048	39,123	41,564	41,564	44,088	2,524	34
35	104218	411200	D.U.I Cases	3,062	3,062	10,487	5,424	0	5,424	3,062	3,062	3,062	0	35
36	104218	413010	Fica Taxes	784	1,367	672	490	2,498	2,988	2,988	2,988	3,607	619	36
37	104218	413020	Employee Medical Ins	1,397	0	0	1	0	1	0	0	0	0	37
38	104218	413030	Employee Life Ins	7	10	1	0	0	0	0	0	0	0	38
39	104218	413040	State Retirement & 401 K	94	65	95	79	0	79	0	0	0	0	39
40	104218	491640	Trnsfr To Workers Comp	168	359	169	123	658	781	781	781	943	162	40
41	<b>TOTAL PERSONNEL SERVICES</b>			<b>16,098</b>	<b>23,116</b>	<b>21,077</b>	<b>12,191</b>	<b>36,204</b>	<b>48,395</b>	<b>48,395</b>	<b>48,395</b>	<b>51,700</b>	<b>3,305</b>	41

# BUDGET (CONTINUED)

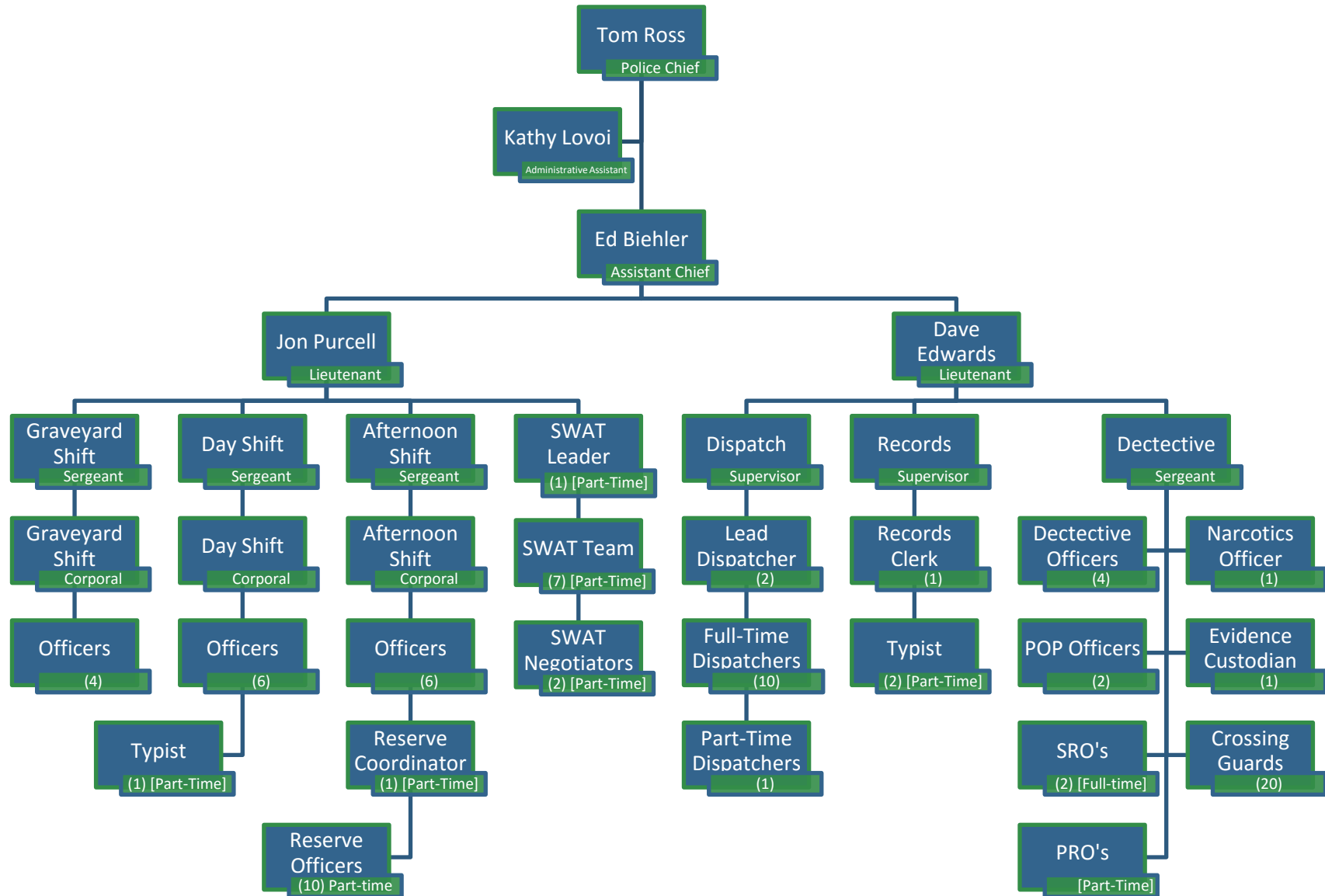
1	POLICE										Amended			1
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar		2
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change		3
4														4
5	<b>OPERATIONS &amp; MAINTENANCE</b>													5
6	104218 445100	Public Safety Supplies	19,404	14,884	28,387	7	0	7	0	0	0	0	0	6
7	<b>TOTAL OPER. AND MAINT.</b>		<b>19,404</b>	<b>14,884</b>	<b>28,387</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	7
8														8
9	<b>TOTAL LIQ. LAW ENF. - GEN. FUND</b>		<b>35,502</b>	<b>38,000</b>	<b>49,464</b>	<b>12,198</b>	<b>36,204</b>	<b>48,402</b>	<b>48,395</b>	<b>48,395</b>	<b>51,700</b>	<b>3,305</b>		9
10														10
11	<b>ENHANCED 911</b>													11
12	<b>PERSONNEL SERVICES</b>													12
13	104219 411000	Salaries - Perm Employees	426,107	430,107	475,107	237,554	237,554	475,108	475,107	475,107	475,107	0	0	13
14	<b>TOTAL PERSONNEL SERVICES</b>		<b>426,107</b>	<b>430,107</b>	<b>475,107</b>	<b>237,554</b>	<b>237,554</b>	<b>475,108</b>	<b>475,107</b>	<b>475,107</b>	<b>475,107</b>	<b>0</b>	<b>0</b>	14
15														15
16	<b>OPERATIONS &amp; MAINTENANCE</b>													16
17	104219 422000	Public Notices	1,669	1,325	3,501	0	0	0	2,000	2,000	2,000	0	0	17
18	104219 423000	Travel & Training	3,174	2,129	3,903	5,922	0	5,922	4,886	4,886	4,886	0	0	18
19	104219 428000	Telephone Expense	97,688	83,873	80,530	25,677	84,130	109,807	109,807	109,807	109,807	0	0	19
20	104219 445100	Public Safety Supplies	4,551	3,388	1,211	1,649	0	1,649	0	0	0	0	0	20
21	104219 474500	Machinery & Equipment	0	0	0	56,231	0	56,231	3,200	3,200	3,200	0	0	21
22	<b>TOTAL OPER. &amp; MAINT.</b>		<b>107,082</b>	<b>90,714</b>	<b>89,146</b>	<b>89,479</b>	<b>84,130</b>	<b>173,609</b>	<b>119,893</b>	<b>119,893</b>	<b>119,893</b>	<b>0</b>	<b>0</b>	22
23														23
24	<b>TOTAL E911 - GENERAL FUND</b>		<b>533,189</b>	<b>520,821</b>	<b>564,253</b>	<b>327,033</b>	<b>321,684</b>	<b>648,717</b>	<b>595,000</b>	<b>595,000</b>	<b>595,000</b>	<b>0</b>	<b>0</b>	24
25														25
26	<b>POLICE - CAPITAL PROJECTS</b>													26
27	454210 472100	Buildings	0	0	155,149	18,610	225,390	244,000	244,000	244,000	100,000	(144,000)		27
28	454210 474500	Machinery & Equipment	164,992	218,427	234,953	86,621	209,397	296,018	296,000	296,000	432,000	136,000		28
29	<b>TOTAL POLICE - CAP. PROJ.</b>		<b>164,992</b>	<b>218,427</b>	<b>390,101</b>	<b>105,231</b>	<b>434,787</b>	<b>540,018</b>	<b>540,000</b>	<b>540,000</b>	<b>532,000</b>	<b>(8,000)</b>		29
30														30
31	<b>POLICE - RES OFFICER PROGRAM - CAPITAL PROJ.</b>													31
32														32
33	<b>TOTAL RES. OFFICER - CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	33
34														34
35	<b>POLICE - PROS POLICE GRANT - CAP. PROJ.</b>													35
36														36
37	<b>TOTAL PROS GRANT - CAPITAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	37
38														38
39	<b>ENHANCED 911 - CAPITAL PROJECTS</b>													39
40	454219 474500	Machinery & Equipment	247,076	0	0	0	0	0	0	54,000	0	0	0	40
41	<b>TOTAL E911 - CAPITAL</b>		<b>247,076</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>54,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	41

## BUDGET (CONTINUED)

1	POLICE										Amended			1
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	BUDGET SUMMARY													5
6	104210	Police	5,066,205	5,349,866	5,552,411	2,640,770	3,303,319	5,944,089	5,868,204	5,942,204	5,961,924	93,720	6	
7	104215	Police Reserves	28,938	27,341	14,112	10,872	13,381	24,253	43,561	43,561	43,562	1	7	
8	104216	Police Crossing Guards	132,381	131,884	136,623	62,617	81,279	143,896	143,648	143,648	143,649	1	8	
9	104217	Police PROS Grant	255,831	258,935	299,996	145,725	165,549	311,274	301,432	301,432	314,722	13,290	9	
10	104218	Liquor Law Enforcement	35,502	38,000	49,464	12,198	36,204	48,402	48,395	48,395	51,700	3,305	10	
11	104219	Enhanced 911	533,189	520,821	564,253	327,033	321,684	648,717	595,000	595,000	595,000	0	11	
12	<b>TOTAL POLICE - GEN. FUND</b>		<b>6,052,046</b>	<b>6,326,847</b>	<b>6,616,859</b>	<b>3,199,215</b>	<b>3,921,416</b>	<b>7,120,631</b>	<b>7,000,240</b>	<b>7,074,240</b>	<b>7,110,557</b>	<b>110,317</b>	12	
13	454210	Police Capital Improvements	164,992	218,427	390,101	105,231	434,787	540,018	540,000	540,000	532,000	(8,000)	13	
14	454215	Police Reserves	0	0	0	0	0	0	0	0	0	0	14	
15	454217	Police PROS Grant	0	0	0	0	0	0	0	0	0	0	15	
16	454219	Enhanced 911	247,076	0	0	0	0	0	0	54,000	0	0	16	
17	<b>TOTAL POLICE - CAP. PROJ.</b>		<b>412,068</b>	<b>218,427</b>	<b>390,101</b>	<b>105,231</b>	<b>434,787</b>	<b>540,018</b>	<b>540,000</b>	<b>594,000</b>	<b>532,000</b>	<b>(8,000)</b>	17	
18														18
19	<b>TOTAL POLICE - GEN. &amp; CAP.</b>		<b>6,464,114</b>	<b>6,545,274</b>	<b>7,006,960</b>	<b>3,304,446</b>	<b>4,356,203</b>	<b>7,660,649</b>	<b>7,540,240</b>	<b>7,668,240</b>	<b>7,642,557</b>	<b>102,317</b>	19	



# ORGANIZATIONAL CHART





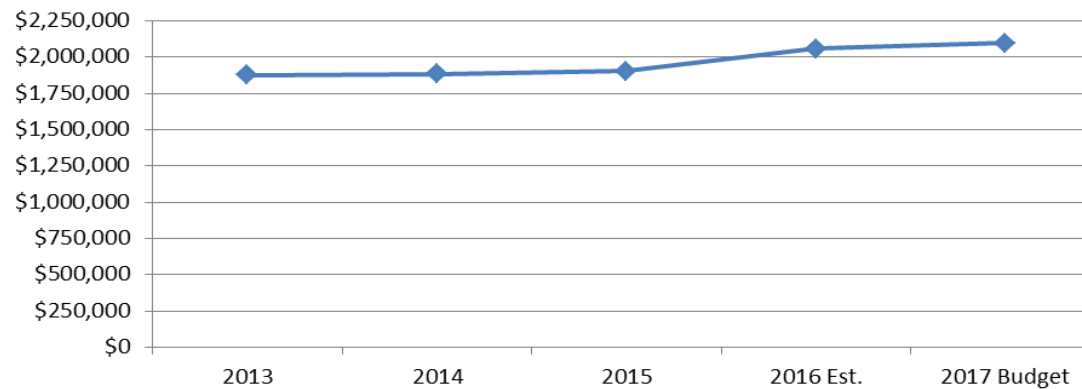
# FIRE

## OVERVIEW

Bountiful City is a member of the South Davis Metro Fire Agency (a Special Service District) comprised of the cities of Bountiful, West Bountiful, Centerville, North Salt Lake and Woods Cross with a small section of unincorporated Davis County. The Fire budget represents Bountiful City's proportionate share in the Fire Agency's operating expenses which is calculated based on total property tax assessed valuation within the service area. The City holds one seat on the six member governing body of the Fire Agency and the Agency has full use of two City-owned fire stations and fire equipment as a part of the joint-venture agreement signed at commencement of operations on January 1, 2005. The Fire Agency budget for Fiscal Year 2016-2017 contains proposals for new staffing and other items due to a recent organizational change from an Interlocal Agency to a Special Service District with taxing authority. The budget impact to Bountiful City in Fiscal Year 2016-2017 is projected to be a \$40,000 increase in the assessment received from the Fire Agency.

## BUDGET GRAPH

**Budget History  
(Less Capital)**



# BUDGET

1	FIRE			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4														4
5	OPERATIONS & MAINTENANCE													5
6	104220 431000	Profess & Tech Services	1,875,774	1,885,337	1,904,868	1,028,538	1,027,948	2,056,486	2,058,000	2,058,000	2,098,000	40,000	6	
7	TOTAL OPER. & MAINT.			1,875,774	1,885,337	1,904,868	1,028,538	1,027,948	2,056,486	2,058,000	2,098,000	40,000	7	
8														8
9	TOTAL FIRE - GENERAL FUND			1,875,774	1,885,337	1,904,868	1,028,538	1,027,948	2,056,486	2,058,000	2,098,000	40,000	9	
10														10
11	FIRE - CAPITAL PROJECTS													11
12														12
13	TOTAL FIRE - CAPITAL PROJ.			0	0	0	0	0	0	0	0	0	13	
14														14
15	BUDGET SUMMARY													15
16	104220	Fire - General Fund	1,875,774	1,885,337	1,904,868	1,028,538	1,027,948	2,056,486	2,058,000	1,904,868	2,098,000	40,000	16	
17	454220	Fire - Capital Projects Fund	0	0	0	0	0	0	0	0	0	0	17	
18	TOTAL FIRE - GEN. & CAP.			1,875,774	1,885,337	1,904,868	1,028,538	1,027,948	2,056,486	2,058,000	1,904,868	2,098,000	40,000	18

# STREETS

## OVERVIEW

The Street Department's responsibility is to establish, organize and accomplish the projects outlined by our City Council and Administration. The Department accomplishes this responsibility by using economical and environmentally proven procedures with a goal to provide the community with maintenance, snow removal and general care of City roads.

In order to provide this level of service, both the Street and Storm Water Departments require the use of the Sanitation and Landfill Department employees to assist with the labor needed to accomplish snow removal and large projects.

## GOALS & PROJECTS

- Continue to evaluate and upgrade stop and street signs to meet Federal Highway Administration requirements.
- Evaluate and repair tree root related sidewalk problems.
- Complete scheduled overlay, patching and asphalt treatments.
- Schedule Transportation Funds. Transportation funds can be used for:
  - Class "C" Roads
  - Sidewalks
  - Curb and Gutter
  - Safety Features
  - Traffic Signs
  - Traffic Signals

## LINE-ITEM HIGHLIGHTS

The Street Department's operating and capital budget increased and decreased funds are as follows:

### **Acct# 104410-411000 to 413040 Personnel Services**

The increase of \$66,827 in these series of accounts relate to employee merit increases, part-time hours and increase of cost of health insurance.

### **Acct# 104410-425000 Equipment Supplies & Maintenance**

The decrease of \$12,000 in this account was due to telephone expenses moved to its own account.

### **Acct# 104410-428000 Telephone Expense**

The increase of \$12,000 in this account was due to the telephone expenses moved from Equipment Supplies & Maintenance.

### **Acct# 104410-473400 Concrete Repairs**

The decrease of \$85,000 in this account was due to the one time unused bond money for concrete repairs used in Fiscal Year 2015-2016. In this account \$10,000 will be used for tree root related sidewalk problems.

### **Acct# 454410-472100 Buildings**

This account fund is for a new roof for the Street Department Building. \$100,000

### **Acct# 454410-473300 Roads-Class "C" & Transportation Funds**

This Account funds large reconstruction and transportation funding projects. \$600,000

Future road projects are:

2600 South Highway 89 to 2200 South \$244,000

1800 South Orchard Drive to Bountiful Blvd \$236,000

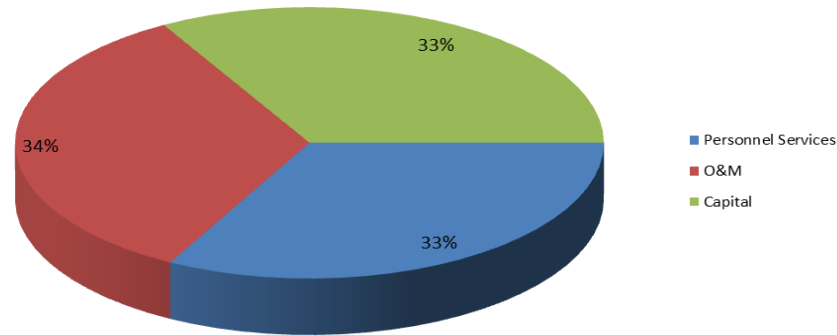
Main Street 1800 South to 2600 South \$174,000 (costs are estimates)

### **Acct# 454410-474500 Machinery & Equipment**

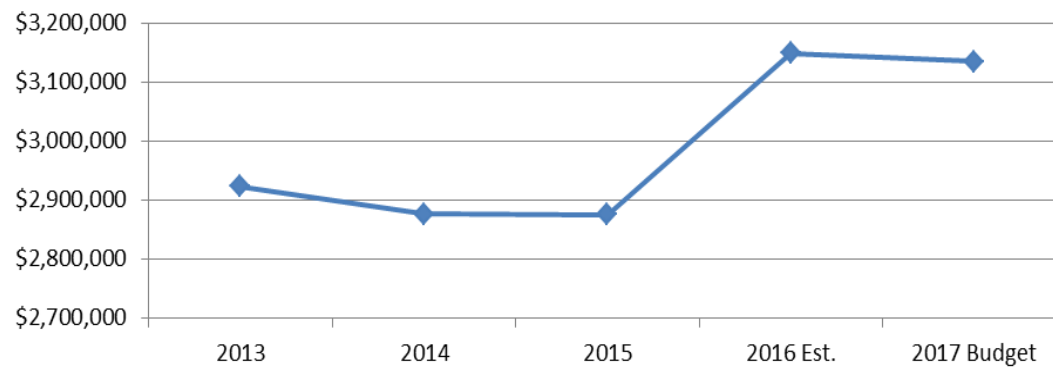
The fund for the machinery and equipment account has a decrease of \$21,000 this year. It is determined by the scheduled replacement machinery and equipment program. This year's schedule includes two dump trucks with salters and plows \$415,000 and an oil distributor truck \$100,000.

# BUDGET GRAPHS

## 2017 Streets Budget



## Budget History (Less Capital)



# BUDGET

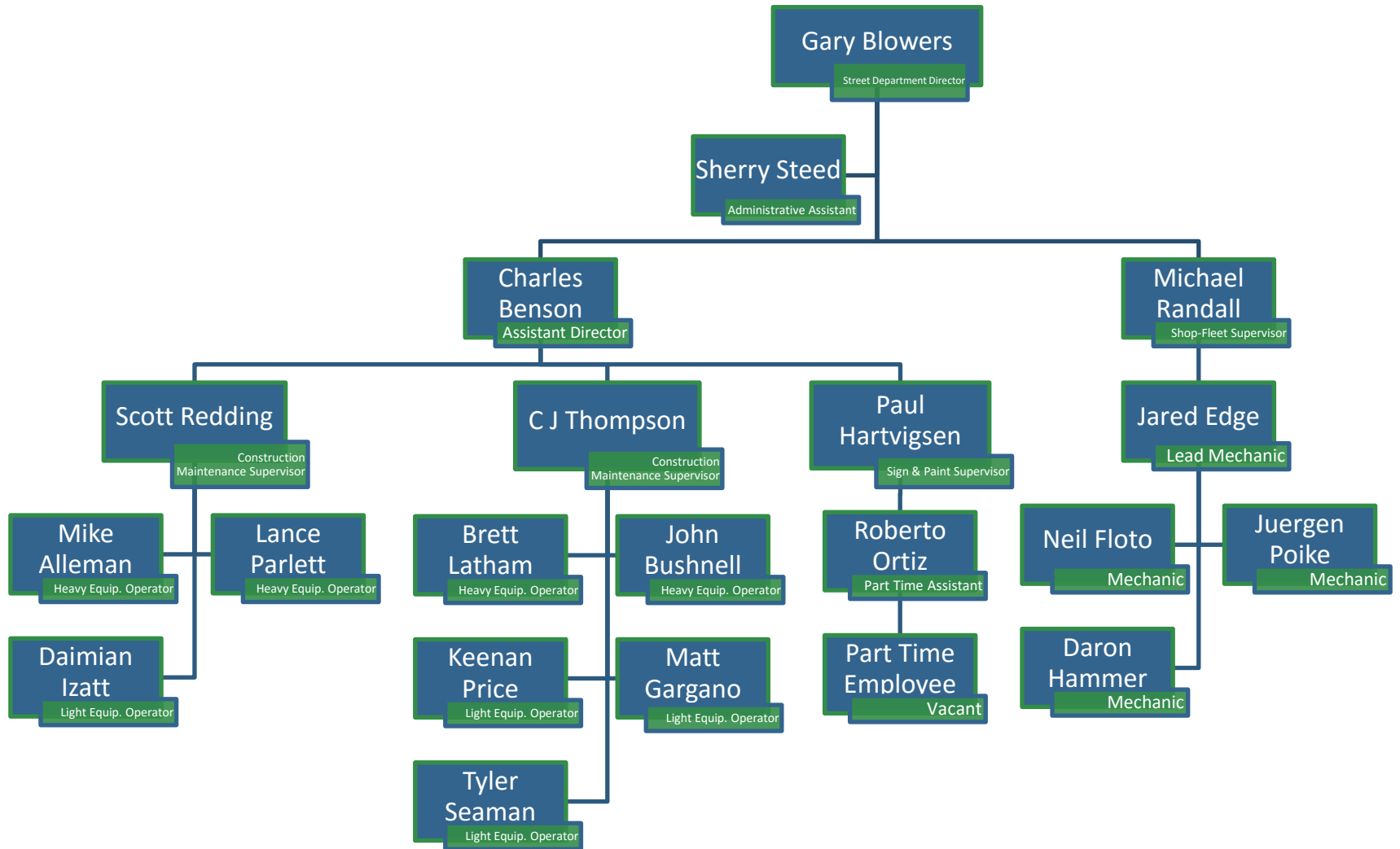
1	STREETS DEPARTMENT										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	<b>PERSONNEL SERVICES</b>													5
6	104410	411000	Salaries - Perm Employees	918,009	935,388	913,419	462,121	488,928	951,049	951,049	951,049	993,461	42,412	6
7	104410	412000	Salaries-Temp & Part-Time	20,651	2,907	38,633	16,585	3,415	20,000	20,000	20,000	30,000	10,000	7
8	104410	413010	Fica Taxes	77,580	76,389	77,603	37,374	36,911	74,285	74,285	74,285	78,295	4,010	8
9	104410	413020	Employee Medical Ins	167,702	186,421	200,661	100,353	113,448	213,801	213,801	213,801	214,399	598	9
10	104410	413030	Employee Life Ins	5,519	6,022	5,928	2,837	3,120	5,957	5,957	5,957	6,203	246	10
11	104410	413040	State Retirement & 401 K	169,536	183,724	197,565	92,420	88,825	181,245	181,245	181,245	189,333	8,088	11
12	104410	491640	Trnsfr To Workers Comp	27,352	30,017	30,898	14,928	13,803	28,731	28,731	28,731	30,204	1,473	12
13	<b>TOTAL PERSONNEL SERVICES</b>			1,386,348	1,420,868	1,464,707	726,618	748,450	1,475,068	1,475,068	1,475,068	1,541,895	66,827	13
14														14
15	<b>OPERATIONS &amp; MAINTENANCE</b>													15
16	104410	421000	Books Subscr & Mmbrshp	100	0	0	0	200	200	200	200	200	0	16
17	104410	423000	Travel & Training	3,766	4,079	4,332	993	4,507	5,500	5,500	5,500	5,500	0	17
18	104410	424000	Office Supplies	3,738	3,970	5,002	4,094	1,906	6,000	6,000	6,000	6,000	0	18
19	104410	425000	Equip Supplies & Maint	319,177	319,578	219,565	118,384	181,616	300,000	300,000	300,000	288,000	(12,000)	19
20	104410	426000	Bldg & Grnd Suppl & Maint	18,077	19,357	32,994	8,784	11,216	20,000	20,000	20,000	20,000	0	20
21	104410	427000	Utilities	40,579	41,493	40,671	13,487	28,513	42,000	42,000	42,000	42,000	0	21
22	104410	428000	Telephone Expense	424	14	350	(27)	0	(27)	0	0	12,000	12,000	22
23	104410	431400	Landfill Fees	0	10,917	33,638	351	1,649	2,000	2,000	2,000	2,000	0	23
24	104410	441100	Special Highway Supplies	424,657	275,261	81,270	37,478	262,522	300,000	300,000	300,000	300,000	0	24
25	104410	441200	Road Matl Patch/ Class C	160,695	201,748	208,335	120,128	79,872	200,000	200,000	200,000	200,000	0	25
26	104410	441300	Street Signs	22,926	31,883	42,109	1,048	38,952	40,000	40,000	40,000	40,000	0	26
27	104410	448000	Operating Supplies	99,238	89,879	87,801	64,336	45,664	110,000	110,000	110,000	110,000	0	27
28	104410	451100	Insurance & Surety Bonds	20,611	21,837	25,229	22,937	0	22,937	26,490	26,490	26,490	0	28
29	104410	461000	Miscellaneous Expense	924	687	1,498	340	660	1,000	1,000	1,000	1,000	0	29
30	104410	473200	Road Materials - Overlay	187,081	183,456	250,219	161,984	88,016	250,000	250,000	250,000	250,000	0	30
31	104410	473400	Concrete Repairs	234,747	251,985	377,419	99,075	275,925	375,000	375,000	375,000	290,000	(85,000)	31
32	<b>TOTAL OPER. &amp; MAINT.</b>			1,536,741	1,456,144	1,410,431	653,393	1,021,218	1,674,611	1,678,190	1,678,190	1,593,190	(85,000)	32
33														33
34	<b>TOTAL STREETS - GEN. FUND</b>			2,923,089	2,877,012	2,875,138	1,380,011	1,769,668	3,149,679	3,153,258	3,153,258	3,135,085	(18,173)	34



## BUDGET (CONTINUED)

1	STREETS DEPARTMENT			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3				2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4				2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	4
5	<b>STREETS - CAPITAL PROJECTS</b>													5
6	451110	472100	Buildings	0	0	0	0	0	0	0	0	100,000	100,000	6
7	454410	473100	Improv Other Than Bldgs	0	28,430	0	0	0	0	0	0	0	0	7
8	454410	473200	Road Materials - Overlay	251,001	326,695	344,513	137,816	187,212	325,028	325,028	325,028	325,000	(28)	8
9	454410	473300	New Constr - Class "C"	62,141	500,853	1,787,296	924,410	0	924,410	1,200,000	1,200,000	600,000	(600,000)	9
10	454410	474500	Machinery & Equipment	468,668	407,327	576,319	59,136	476,864	536,000	536,000	536,000	515,000	(21,000)	10
11	454410	474550	Traffic Signals	0	0	0	0	21,560	21,560	21,560	21,560	21,560	0	11
12	<b>TOTAL STREETS - CAP. PROJ.</b>			<b>781,810</b>	<b>1,263,306</b>	<b>2,708,128</b>	<b>1,121,362</b>	<b>685,636</b>	<b>1,806,998</b>	<b>2,082,588</b>	<b>2,082,588</b>	<b>1,561,560</b>	<b>(521,028)</b>	12
13														13
14	<b>BUDGET SUMMARY</b>													14
15	104410		Streets - General Fund	2,923,089	2,877,012	2,875,138	1,380,011	1,769,668	3,149,679	3,153,258	3,153,258	3,135,085	(18,173)	15
16	454410		Streets - Capital Projects Fund	781,810	1,263,306	2,708,128	1,121,362	685,636	1,806,998	2,082,588	2,082,588	1,561,560	(521,028)	16
17	<b>TOTAL STREETS GEN. &amp; CAP.</b>			<b>3,704,899</b>	<b>4,140,318</b>	<b>5,583,266</b>	<b>2,501,373</b>	<b>2,455,304</b>	<b>4,956,677</b>	<b>5,235,846</b>	<b>5,235,846</b>	<b>4,696,645</b>	<b>(539,201)</b>	17

# ORGANIZATIONAL CHART



# ENGINEERING

## OVERVIEW

The Engineering Department serves the Public Works needs of the citizens of Bountiful by providing technical support to meet the needs of the various departments of the City. The staff provides professional engineering, surveying and construction management services for the design and construction of Public Works projects and they oversee many of the technical functions of the City. Some of the Engineering Department functions are:

- Review all Public Works Systems with the City Manager and other Department Heads to plan annually and ten-year project budgets which meet the needs of the City. Prepare cost estimates for budgeting activities.
- Review all private construction and land development to ensure compliance with City Codes, Ordinances and Engineering Standards.
- Oversee all environmental regulation compliance and permitting for City-owned properties, projects and interests such as the Bountiful Sanitary Landfill.
- Review all building plans for compliance with Building Codes and City Ordinances; and issue Building Permits, perform inspections for compliance and issue Certificates of Occupancy when the buildings are complete.
- Review all traffic control needs for conformance with the Traffic Control Manual and Traffic Engineering Standards including an annual review of all traffic accidents.
- Perform land surveys as needed by the City and establish survey control for all properties within City limits.
- Review all construction plans by private contractors and Utility Companies wishing to work in City streets and co-ordinate their work, issue Excavation Permits and inspect the work for compliance to City Ordinances and Codes.
- Meet with the City Council and present reports on Engineering and Public Works projects for their consideration and approval and perform any other special engineering studies as may be required by the Council.
- Keep maps and drawings of public utilities, streets, City boundaries and other records current and available for all.

## GOALS & PROJECTS

It is the goal of the Bountiful City Engineering Department to follow the “Three P’s” while interacting with the public, other City Departments and each other. The “Three P’s” are Polite, Professional and Progressive.

The Bountiful City Engineering Department will be working on the following projects during the Fiscal Year 2016-2017 budget year:

- Zesiger Well House reconstruction and reequipping of the pump and motor (start 2016)
- Fawn Lane culvert replacement or lining project
- Oversee the replacement of the water line in 400 North from 500 West to Main Street (start 2016)
- Coordinate with UDOT on their reconstruction project for 400 North from 500 West to 540 North
- Oversee construction of Creekside Park.
- Oversee waterline replacement projects
- Oversee the annual concrete repair projects throughout the City
- Participate in the remodel of the Bountiful History Museum
- Engage a consultant and begin the design of the rehabilitation of the Mueller Park Water Treatment Plant
- Oversee the annual Trip Hazard Elimination project
- Participate in the selection of an architect and design of the new Downtown City Plaza
- Coordinate with the Streets Department in the additional street maintenance work that will be possible due to the Proposition 1 money and the Class C road money increases
- Misc. infrastructure inventories including street signs and corner view obstructions

## LINE-ITEM HIGHLIGHTS

### **Acct# 104450 - 411000, 412000 and related account – Personnel Services**

Compensation adjustments and health insurance rate increases along with reductions in part-time hours.

### **Acct# 104450 - 421000 – Books, Subscriptions and Memberships**

Increased slightly to cover increases in Professional Society memberships

## **LINE-ITEM HIGHLIGHTS (CONTINUED)**

### **Acct# 104450 - 423000 – Travel and Training**

Increase due to cover additional training for the Public Works Inspector and to cover continuing education requirements for all engineers, surveyors and building inspectors.

### **Acct# 104450 - 448000 - Operating Supplies**

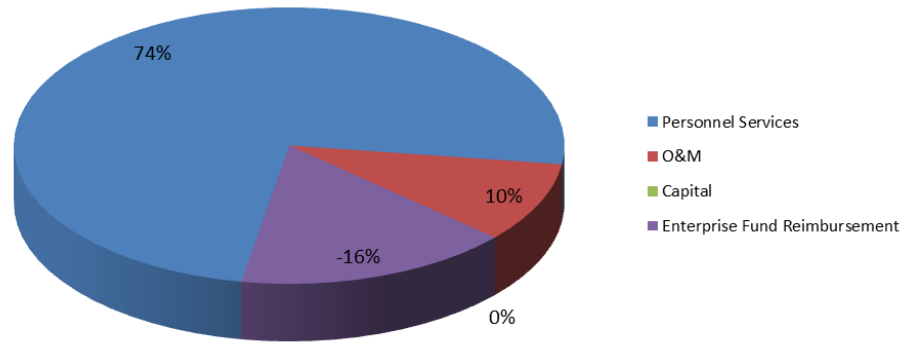
Increase is to cover the purchase of a new electronic data collector and a new reflectorless robotic total station survey instrument. The remainder of the money in this account covers recording fees, radio maintenance and purchase of two new office chairs.

### **Acct# 104450 - 453100 – Interest Expense**

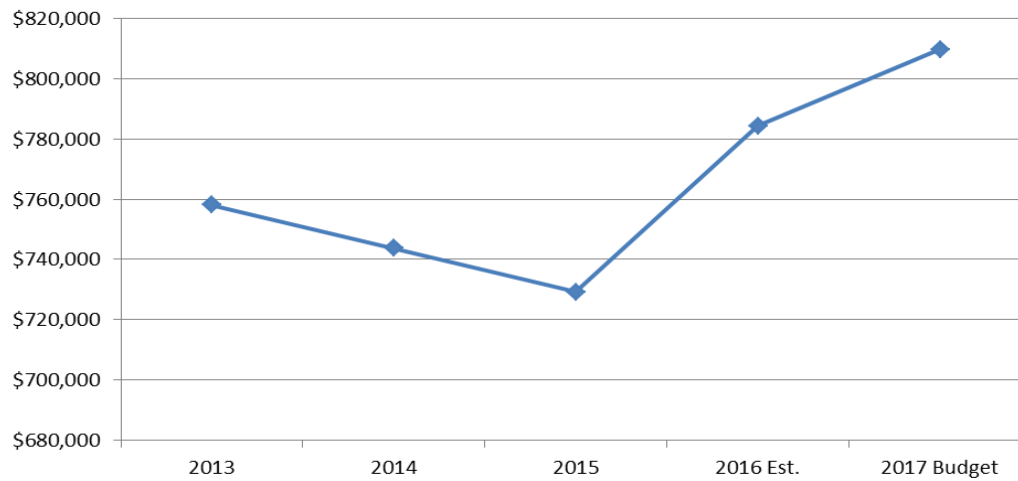
Increased from \$0 to \$7,500 to cover State Auditor required interest payments due when releasing bond money held on deposits to guarantee the repair of damaged street improvements.

# BUDGET GRAPHS

## 2017 Engineering Budget



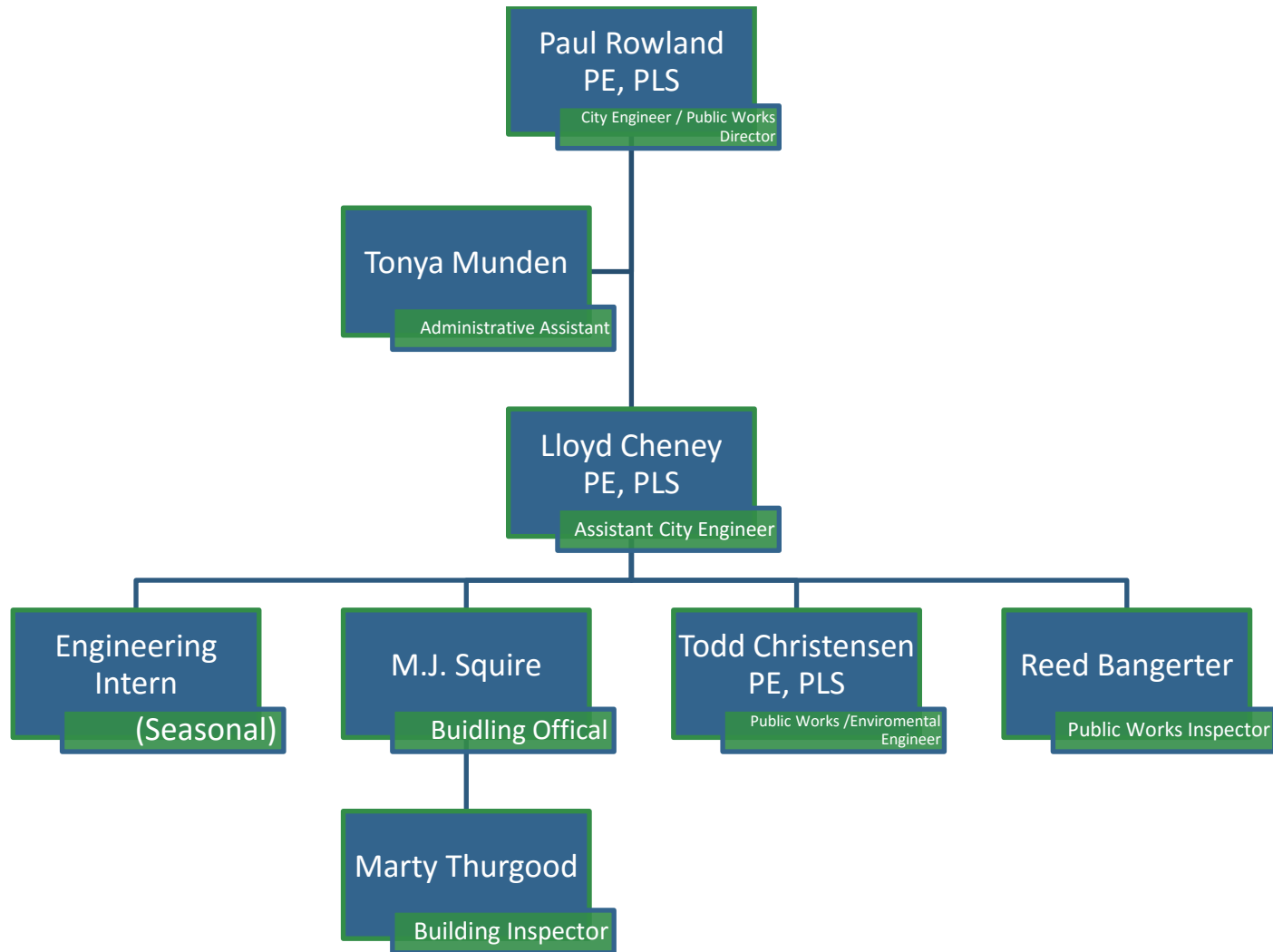
## Budget History (Less Capital)



# BUDGET

1	ENGINEERING												1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change
4													
5	PERSONNEL SERVICES												
6	104450	411000	Salaries - Perm Employees	475,969	433,877	422,264	213,879	232,600	446,479	456,578	456,578	472,053	15,475
7	104450	412000	Salaries-Temp & Part-Time	0	6,988	13,628	9,037	4,000	13,037	17,000	17,000	11,400	(5,600)
8	104450	413010	Fica Taxes	35,350	33,021	32,727	16,090	21,200	37,290	37,526	37,526	38,282	756
9	104450	413020	Employee Medical Ins	69,940	60,871	64,398	28,600	49,277	77,877	77,877	77,877	78,121	244
10	104450	413030	Employee Life Ins	2,535	2,530	2,428	1,173	1,657	2,830	2,830	2,830	2,919	89
11	104450	413040	State Retirement & 401 K	79,903	81,318	78,756	40,143	46,927	87,070	87,070	87,070	90,021	2,951
12	104450	425300	Vehicle Allowance	17,010	15,002	17,008	8,019	8,945	16,964	16,964	16,964	16,964	0
13	104450	491640	Trnsfr To Workers Comp	8,270	8,301	8,531	4,353	4,470	8,823	8,823	8,823	8,975	152
14	TOTAL PERSONNEL SERVICES			688,977	641,909	639,740	321,292	369,076	690,368	704,668	704,668	718,735	14,067
15	OPERATIONS & MAINTENANCE												
17	104450	421000	Books Subscr & Mmbrshp	1,782	6,269	5,749	893	2,500	3,393	4,000	4,000	4,500	500
18	104450	423000	Travel & Training	5,001	7,990	8,664	2,623	5,877	8,500	8,500	8,500	9,500	1,000
19	104450	424000	Office Supplies	5,465	7,763	7,480	2,876	2,624	5,500	5,500	5,500	5,500	0
20	104450	425000	Equip Supplies & Maint	13,140	22,782	9,255	8,797	1,400	10,197	9,500	9,500	9,750	250
21	104450	426000	Bldg & Grnd Suppl & Maint	16,429	18,024	19,304	8,044	9,456	17,500	17,500	17,500	17,750	250
22	104450	428000	Telephone Expense	5,743	5,478	5,719	2,431	3,500	5,931	6,300	6,300	6,300	0
23	104450	429300	Computer Hardware	2,756	7,072	7,549	8,734	0	8,734	8,550	8,550	9,428	878
24	104450	431000	Profess & Tech Services	0	6,342	6,374	4,841	0	4,841	0	5,000	0	0
25	104450	431050	Credit Card Merchant Fees	4,078	5,831	5,231	1,063	2,000	3,063	4,750	4,750	4,750	0
26	104450	448000	Operating Supplies	9,054	8,235	8,158	311	4,650	4,961	5,000	5,000	10,000	5,000
27	104450	451100	Insurance & Surety Bonds	5,578	5,909	5,830	5,675	0	5,675	5,950	5,950	5,950	0
28	104450	453100	Interest Expense	0	0	0	8,573	7,000	15,573	0	5,000	7,500	7,500
29	104450	461000	Miscellaneous Expense	54	156	171	154	0	154	0	0	0	0
30	104450	463000	Cash Over Or Short	0	0	0	1	0	1	0	0	0	0
31	TOTAL OPER. & MAINT.			69,080	101,851	89,484	55,016	39,007	94,023	75,550	85,550	90,928	15,378
32	TOTAL ENGINEERING - GENERAL FUND			758,057	743,760	729,224	376,308	408,083	784,391	780,218	790,218	809,663	29,445
34	Enterprise Fund Reimbursement - Administrative Services												
36	104450	496200	Admin Services Adjustment	0	0	(187,955)	(108,486)	(108,486)	(216,972)	0	0	(156,452)	(156,452)
37	Total Enterprise Fund Reimbursement - Admin. Services			0	0	(187,955)	(108,486)	(108,486)	(216,972)	0	0	(156,452)	(156,452)
38	TOTAL ADJUSTED ENGINEERING - GENERAL FUND			758,057	743,760	541,269	267,822	299,597	567,419	780,218	790,218	653,211	(127,007)
40	ENGINEERING - CAPITAL PROJECTS												
42	454450	474500	Machinery & Equipment	0	0	0	0	0	0	0	0	0	0
43	TOTAL ENGINEERING - CAPITAL			0	0	0	0	0	0	0	0	0	0
44	BUDGET SUMMARY												
46	104450		Engineering - General Fund	758,057	743,760	541,269	267,822	299,597	567,419	780,218	790,218	653,211	(127,007)
47	454450		Engineering - Capital Projects Fund	0	0	0	0	0	0	0	0	0	0
48	TOTAL ENGINEER GENERAL & CAPITAL			758,057	743,760	541,269	267,822	299,597	567,419	780,218	790,218	653,211	(127,007)

# ORGANIZATIONAL CHART





# PARKS

## OVERVIEW

Currently, Bountiful City Parks Department has five full time staff and budgets for 16 seasonal staff. The Department is responsible for maintaining the City's Parks (102 acres), selected Streetscapes (4.5 acres), Facility Landscapes (16 acres), Trailheads (2; Summerwood/Sessions), Open Space (6 acres), and Detention Basins (1 acre). A total of two greenhouses are maintained to propagate and grow over 53,000 flowers which include 72 different species. Staff members plant and maintain 176 flower beds throughout the City. We assist in the scheduling, planning and operation of 13 City sponsored events including Bountiful Youth Council Easter egg hunt, Halloween Pumpkin Patch Bash and Main Street Dance, Chalk Art, Rotary Car Show, Concerts in the Park, Farmers Market, Bike Races, Handcart Days and fireworks, Summerfest, South American Festival, and Freedom Light Festival. Over 150 other events are hosted in the parks and pavilions including class and family reunions, civic events, religious events, youth group activities, weddings, and birthday parties. Staff members facilitate the use of the park's sport facilities for youth and adult softball leagues, youth baseball leagues, youth soccer games and tournaments, lacrosse leagues, tennis leagues and pickleball tournaments. In the winter months the Department is tasked with snow removal on 15 miles of City sidewalk and 22 acres of parking lot.

Some of our major accomplishments in 2015:

Recreation, Arts, Park Tax (RAP) renewed by voters – November 2014 (effective April 1, 2016)

Mill Street Property Public input meetings – May through October 2015

Bountiful Park playground completed – May 2015

Main Street Improvements (Benches, Drinking Fountains, Trash Bins) – July 2015

Tour of Utah Stage 3 – August 2015

Twin Hollows Park pickleball court improvements – September 2015

Reorganization of Parks Department

## GOALS & PROJECTS

A primary goal of the Department is to provide beautiful, safe and well-groomed parks, recreational areas, facilities, landscapes and trails throughout Bountiful. Staff members beautify the grounds at all City buildings and along streets, particularly Main Street. During the winter, the Department keeps assigned parking lots safe and functional and sidewalks free of snow within 24 hours of a storm event.

### 2016 Projects

#### **Creekside Park**

Staff is excited for the development of Creekside Park located at 600 East Mill Street. Construction is scheduled to start in July 2016 with a four month build schedule. Construction should be completed in October or November 2016.

#### **City Park Stage**

Several upgrades at the Bountiful City Park stage are scheduled this year including stairs and electrical upgrades.

#### **Cheese Park**

Last year pickleball lighting was installed with new energy saving LEDs and landscape renovations were started. Staff has scheduled the completion of the landscaping in Spring 2016.

#### **Tennis Court Resurfacing**

Two tennis courts are in the operational plan for resurfacing at Firefighter's Park.

#### **Tour of Utah Stage 5**

Staff plans to assist with the return of the Tour of Utah Stage 5 Bike Race to Bountiful City's Main Street in August 2016.

## LINE-ITEM HIGHLIGHTS

#### **Personnel Services:**

**Increase \$91,886**

With the addition of Creekside Park it is necessary to request one new full time employee and two seasonal support staff positions. In addition to the costs associated with the new position, the increase includes funds to cover the costs associated with merit raises, taxes, health insurance, retirement and Workers' Compensation.

## LINE-ITEM HIGHLIGHTS (CONTINUED)

The new full time position will allow the Parks Department to distribute maintenance responsibilities with better defined roles while keeping existing high levels of maintenance, services and quality of work.

### Operations and Maintenance

#### **Acct# 104510-415000 - Education Reimbursement**

**Decrease \$2,400**

We had no applicant for assistance with education this year

#### **Acct# 104510-42300 – Travel and Training**

**Increase \$1,500**

A \$1,500 increase is being requested to cover the increased cost of training one employee to be a Certified Playground Safety Inspector and to attend the Utah Recreation and Parks Association Annual Conference.

#### **Acct# 104510-425000 – Equipment Supplies and Maintenance**

**Increase \$5,000**

With the addition of Creekside Park we will need additional hand tools, small power equipment, fuel and parts to equip one new maintenance crew member. This also includes funds for new City Logo decals for park vehicles. In addition, we anticipate increased maintenance responsibilities at Bountiful Pond.

#### **Acct# 104510-426000 – Building & Ground Supplies and Maintenance**

**Increase \$5,000**

With the addition of Creekside Park we will have increased costs for fertilizer, herbicides, sprinkler parts, bathroom and cleaning supplies, ice melt and snow removal supplies and general maintenance items. We also anticipate additional costs associated with increased maintenance responsibilities at Bountiful Pond.

#### **Acct# 104510-427000 – Utilities**

**Increase \$1,000**

Due to increased park acreage and use of our parks, pavilions and sports facilities, it is requested that this line item be increased by \$1,000 to cover the costs of additional use of electricity and water.

#### **Acct# 104510-428000 – Telephone Expense**

**Increase \$1,000**

With the addition of one full time position, we are requesting a \$1,000 increase to cover the costs of a cell phone and annual service.

#### **Acct# 104510-448000 – Operating supplies**

**Increase \$1,500**

The increase in this line item is requested to cover uniform services, winter clothing and operating supplies associated with the new full time position and Creekside Park.

## LINE-ITEM HIGHLIGHTS (CONTINUED)

### **Acct# 104510-461400 – Purchase of Water**

**Increase \$300**

With the addition of Creekside Park we will increase water use. This increase is requested to cover the increased costs.

### **Acct# 104510-462090 – Handcart Days Fireworks Display**

**Increase \$20,000**

The current budget amount for the Handcart Days Firework display is \$20,000 which was budgeted in the Legislative Department. The amount is transferred this year to the Parks budget for management purposes.

### **Acct# 454540-472100 – Buildings**

**Decrease \$17,000**

No building projects planned for this year.

### **Acct# 454510-473100 – Improvements other than Buildings**

**Increase \$2,033,000**

Staff requests \$3,175,000 in the budget year for construction of Creekside Park. These costs will be funded through the renewed RAP tax. The increase is the difference between the \$3,175,000 request and the original Fiscal Year 2015-2016 budget of \$1,142,000.

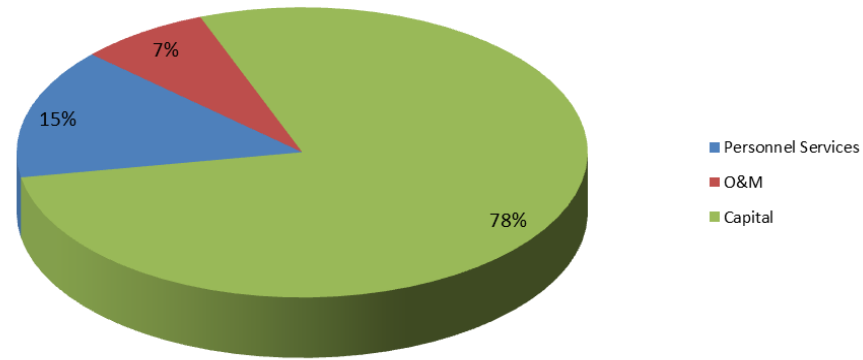
### **Acct# 454510-474500 – Machinery and Equipment**

**Increase \$50,000**

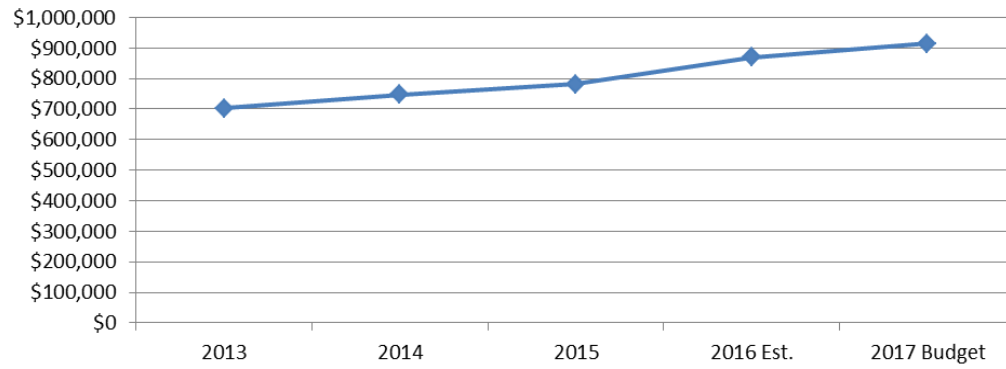
We are requesting \$75,000 this budget year to purchase the equipment listed on the 10 year Capital Improvement Plan, which are one John Deere tractor and attachments to replace the oldest tractor in our current inventory and a pickup truck. Both pieces of equipment are needed in order for the Parks Department to use internal construction knowledge and resources to assist in the construction of Creekside Park, and the increased maintenance responsibilities at Bountiful Pond. The increase reflects the difference of this year's requested total of \$75,000 minus last year's equipment budget total of \$25,000.

# BUDGET GRAPHS

## 2017 Parks Budget



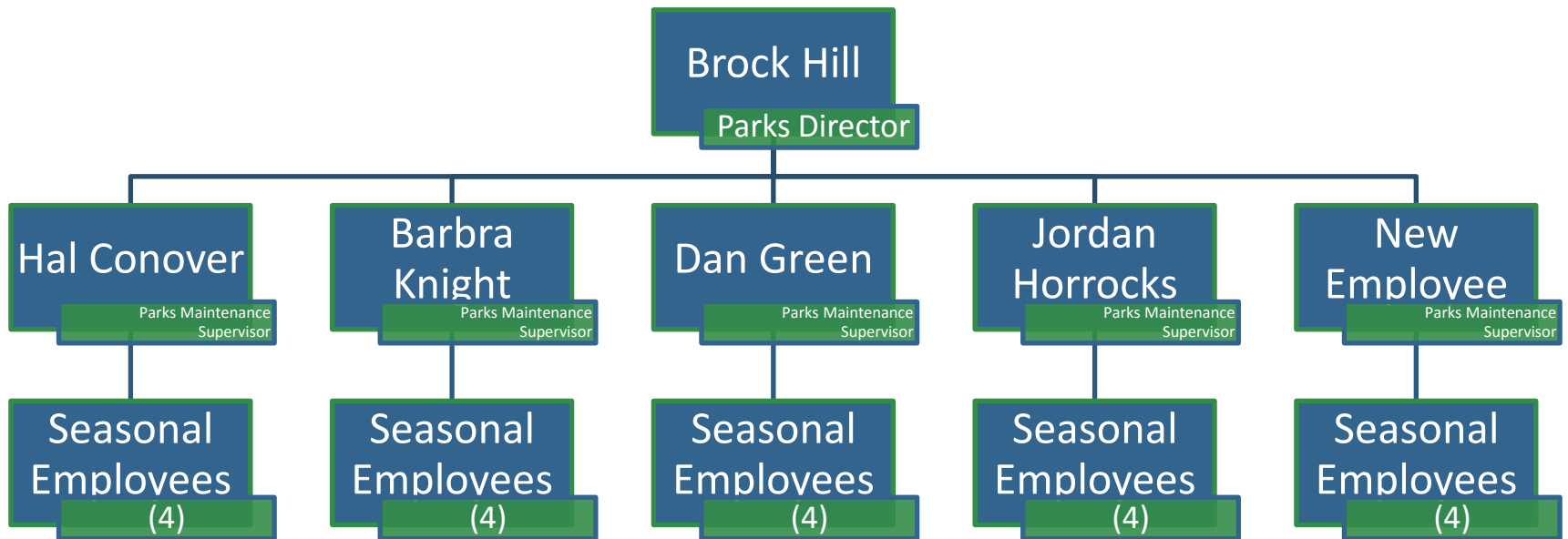
## Budget History (Less Capital)



# BUDGET

1	PARKS										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	PERSONNEL SERVICES													5
6	104510	411000	Salaries - Perm Employees	265,327	261,510	261,352	131,933	132,500	264,433	276,274	276,274	316,958	40,684	6
7	104510	412000	Salaries-Temp & Part-Time	73,014	57,778	73,105	54,182	54,000	108,182	84,096	84,096	105,312	21,216	7
8	104510	413010	Fica Taxes	25,191	24,180	24,803	13,879	13,500	27,379	27,568	27,568	32,304	4,736	8
9	104510	413020	Employee Medical Ins	45,897	73,462	57,062	27,146	28,200	55,346	65,204	65,204	81,189	15,985	9
10	104510	413030	Employee Life Ins	1,393	1,469	1,550	751	700	1,451	1,716	1,716	1,985	269	10
11	104510	413040	State Retirement & 401 K	44,361	45,864	49,815	25,126	25,750	50,876	52,686	52,686	60,444	7,758	11
12	104510	491640	Trnsfr To Workers Comp	6,689	6,428	6,708	3,732	3,500	7,232	7,207	7,207	8,445	1,238	12
13	TOTAL PERSONNEL SERVICES			461,871	470,689	474,395	256,749	258,150	514,899	514,751	514,751	606,637	91,886	13
14	OPERATIONS & MAINTENANCE													14
15	OPERATIONS & MAINTENANCE													15
16	104510	415000	Employee Education Reimb	0	0	0	1,200	1,200	2,400	2,400	2,400	0	(2,400)	16
17	104510	421000	Books Subscr & Mmbrshp	0	0	150	83	100	183	200	200	200	0	17
18	104510	423000	Travel & Training	1,025	99	4,724	875	3,800	4,675	4,500	4,500	6,000	1,500	18
19	104510	424000	Office Supplies	92	180	135	12	80	92	100	100	100	0	19
20	104510	425000	Equip Supplies & Maint	52,392	53,651	57,947	25,279	28,540	53,819	55,000	55,000	60,000	5,000	20
21	104510	426000	Bldg & Grnd Suppl & Maint	78,366	106,053	91,856	44,011	48,500	92,511	88,500	88,500	93,500	5,000	21
22	104510	427000	Utilities	59,567	64,554	71,756	29,873	27,250	57,123	65,000	65,000	66,000	1,000	22
23	104510	428000	Telephone Expense	3,108	3,148	3,227	2,634	2,700	5,334	3,600	3,600	4,600	1,000	23
24	104510	431050	Credit Card Merchant Fees	3,906	5,581	1,601	589	600	1,189	2,500	2,500	2,500	0	24
25	104510	431400	Landfill Fees	0	633	558	81	250	331	500	500	500	0	25
26	104510	448000	Operating Supplies	6,799	4,644	9,084	3,867	4,000	7,867	7,500	7,500	9,000	1,500	26
27	104510	451100	Insurance & Surety Bonds	4,953	5,247	5,956	5,888	3,000	8,888	6,000	6,000	6,000	0	27
28	104510	461000	Miscellaneous Expense	90	1,510	782	697	500	1,197	250	250	250	0	28
29	104510	461400	Purchase Of Water	31,057	31,057	33,949	36,310	2,000	38,310	38,700	38,700	39,000	300	29
30	104510	462090	Contr To Handcart Days	0	0	0	0	20,000	20,000	20,000	20,000	20,000	0	30
31	104510	473100	Improv Other Than Bldgs	0	0	25,616	61,091		61,091	0	0	0	0	31
32	TOTAL OPER. & MAINT.			241,356	276,357	307,341	212,491	142,520	355,011	294,750	294,750	307,650	12,900	32
33	TOTAL PARKS - GEN. FUND			703,227	747,046	781,736	469,240	400,670	869,910	809,501	809,501	914,287	104,786	34
34	TOTAL PARKS - GEN. FUND			703,227	747,046	781,736	469,240	400,670	869,910	809,501	809,501	914,287	104,786	34
35	PARKS - CAPITAL PROJECTS													35
36	PARKS - CAPITAL PROJECTS													36
37	454510	472100	Buildings	0	44,165	0	0	17,000	17,000	17,000	17,000	0	(17,000)	37
38	454510	473100	Improv Other Than Bldgs	24,327	169,386	218,748	14,291	1,000,000	1,014,291	1,142,000	342,000	3,175,000	2,033,000	38
39	454510	474500	Machinery & Equipment	44,743	27,186	26,049	20,475	4,000	24,475	25,000	25,000	75,000	50,000	39
40	TOTAL PARKS - CAPITAL			69,070	240,737	244,797	34,766	1,021,000	1,055,766	1,184,000	384,000	3,250,000	2,066,000	40
41	BUDGET SUMMARY													41
42	BUDGET SUMMARY													42
43	104510		Parks - General Fund	703,227	747,046	781,736	469,240	400,670	869,910	809,501	809,501	914,287	104,786	43
44	454510		Parks - Capital Projects Fund	69,070	240,737	244,797	34,766	1,021,000	1,055,766	1,184,000	384,000	3,250,000	2,066,000	44
45	TOTAL PARKS GENERAL & CAPITAL			772,297	987,783	1,026,533	504,006	1,421,670	1,925,676	1,993,501	1,193,501	4,164,287	2,170,786	45

# ORGANIZATIONAL CHART







# PLANNING

## OVERVIEW

The Planning & Economic Development Director works with the City Council, City staff, citizens, property owners, businesses and others to create a desirable place to live, work, play and do business. Some of the services include maintaining and implementing the Land Use Ordinance, advising citizens on what uses and activities are lawful on their land, reviewing proposed developments, doing inspections and overseeing business licensing. He also creates short and long term development plans to help preserve and enhance property values and to encourage reinvestment.

The Planning Director handles citizen inquiries about fences, remodels, home additions and land use, and meets with developers on potential uses of commercial and multifamily residences on a daily basis. He prepares the Planning Commission agenda and attends all Administrative Committee, Planning Commission and City Council meetings. He reviews all multifamily and commercial site plans for compliance with ordinance requirements concerning parking, setback, landscaping, etc. The Planner also functions as the Redevelopment Agency Director and administers its business loan program.

## GOALS & PROJECTS

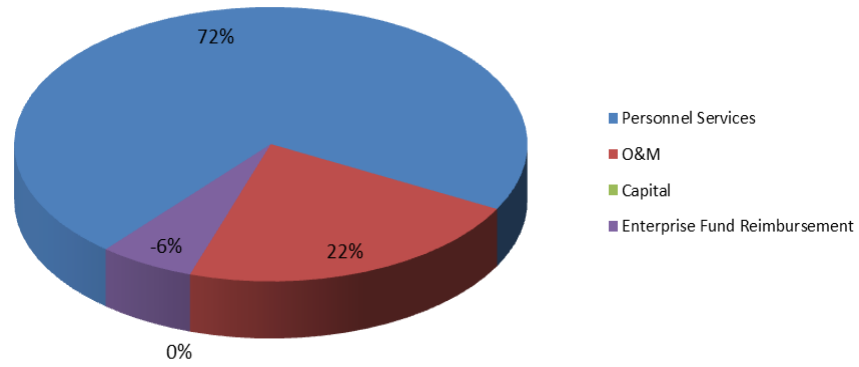
The redevelopment of downtown Bountiful is a major and ongoing concern. A comprehensive review of policies governing the development of downtown is anticipated within the next year. Adoption of future land use plans for downtown and the Val Verda area along with changes to City Code and the adoption of an open space zone are projected projects for the Planning Department.

## LINE ITEM HIGHLIGHTS

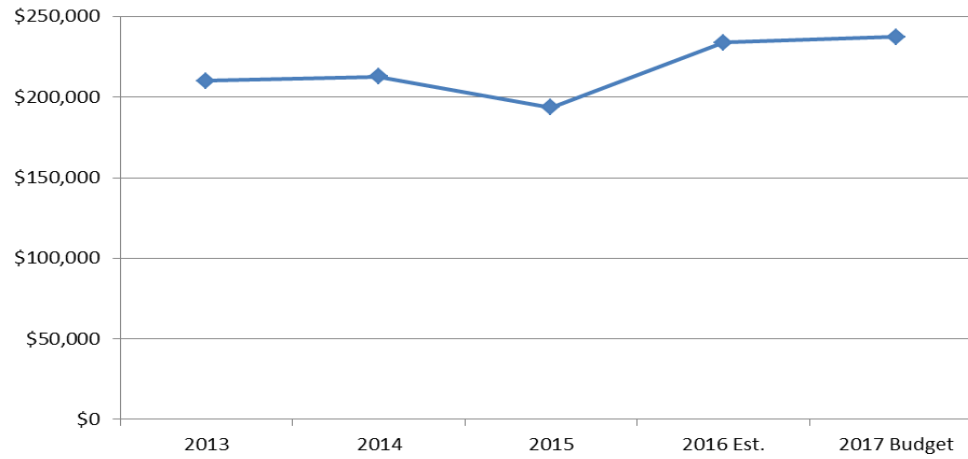
The actual budget for the Planning Department for Fiscal Year 2015-2016 should come in within the approved budget. The budget for Fiscal Year 2016-2017 is nearly the same as the prior year. Increases are reflected for health insurance coverage and anticipated compensation adjustments.

# BUDGET GRAPHS

## 2017 Planning Budget



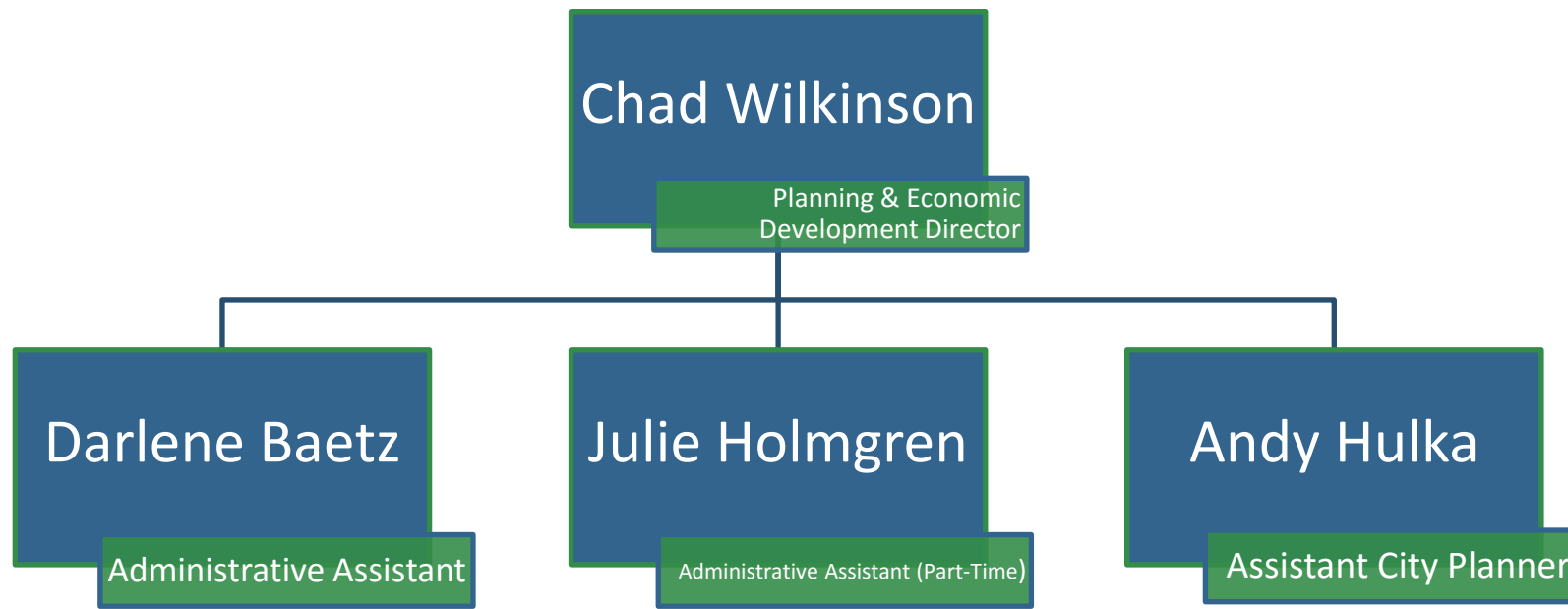
## Budget History (Less Capital)



# BUDGET

1	Planning, Licensing & Code Enforcement												1	
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	PERSONNEL SERVICES													5
6	104610	411000	Salaries - Perm Employees	106,882	117,528	87,860	45,869	56,631	102,500	102,500	102,500	102,324	(176)	6
7	104610	412000	Salaries-Temp & Part-Time	18,818	11,106	14,094	4,833	21,167	26,000	26,000	26,000	24,128	(1,872)	7
8	104610	413010	Fica Taxes	10,099	9,987	7,886	4,193	5,496	9,689	9,689	9,689	10,084	395	8
9	104610	413020	Employee Medical Ins	14,099	18,080	21,107	8,235	5,827	14,062	14,062	14,062	17,111	3,049	9
10	104610	413030	Employee Life Ins	562	527	539	264	358	622	621	621	657	36	10
11	104610	413040	State Retirement & 401 K	17,502	19,737	16,138	8,429	10,465	18,894	18,894	18,894	20,108	1,214	11
12	104610	425300	Vehicle Allowance	3,857	3,129	5,107	1,802	2,653	4,455	4,455	4,455	5,365	910	12
13	104610	491640	Trnsfr To Workers Comp	1,803	1,354	1,505	825	564	1,389	1,389	1,389	1,464	75	13
14	<b>TOTAL PERSONNEL SERVICES</b>			<b>173,623</b>	<b>181,447</b>	<b>154,236</b>	<b>74,450</b>	<b>103,161</b>	<b>177,611</b>	<b>177,610</b>	<b>177,610</b>	<b>181,241</b>	<b>3,631</b>	14
15														15
16	OPERATIONS & MAINTENANCE													16
17	104610	421000	Books Subscr & Mmbrshp	1,436	388	400	584	166	750	750	750	750	0	17
18	104610	422000	Public Notices	188	380	682	187	813	1,000	1,000	1,000	1,000	0	18
19	104610	423000	Travel & Training	4,910	2,029	2,917	1,022	2,978	4,000	4,000	4,000	4,000	0	19
20	104610	424000	Office Supplies	4,098	3,407	3,893	903	4,597	5,500	5,500	5,500	4,500	(1,000)	20
21	104610	425000	Equip Supplies & Maint	8,715	5,579	6,041	8,479	(1,479)	7,000	7,000	7,000	9,000	2,000	21
22	104610	426000	Bldg & Grnd Suppl & Maint	5,436	5,972	6,387	2,662	3,338	6,000	6,000	6,000	6,000	0	22
23	104610	428000	Telephone Expense	1,103	845	539	527	1,473	2,000	2,000	2,000	2,000	0	23
24	104610	431000	Profess & Tech Services	3,690	3,666	11,104	427	19,573	20,000	20,000	20,000	19,000	(1,000)	24
25	104610	448000	Operating Supplies	14	39	7	29	971	1,000	1,000	1,000	1,000	0	25
26	104610	451100	Insurance & Surety Bonds	1,452	1,539	1,867	1,701	259	1,960	1,960	1,960	1,960	0	26
27	104610	459240	Commissioner's Allowance	5,450	7,075	5,550	3,300	2,700	6,000	6,000	6,000	6,000	0	27
28	104610	461000	Miscellaneous Expense	0	314	111	36	964	1,000	1,000	1,000	1,000	0	28
29	<b>TOTAL OPER. &amp; MAINT.</b>			<b>36,492</b>	<b>31,232</b>	<b>39,498</b>	<b>19,856</b>	<b>36,353</b>	<b>56,209</b>	<b>56,210</b>	<b>56,210</b>	<b>56,210</b>	<b>0</b>	29
30														30
31	<b>TOTAL PLANNING - GEN. FUND</b>			<b>210,115</b>	<b>212,679</b>	<b>193,734</b>	<b>94,306</b>	<b>139,514</b>	<b>233,820</b>	<b>233,820</b>	<b>233,820</b>	<b>237,451</b>	<b>3,631</b>	31
32														32
33	Enterprise Fund Reimbursement - Administrative Services													33
34	104610	496200	Admin Services Adjustment	0	0	0	0	0	0	0	0	(15,200)	(15,200)	34
35	<b>Total Enterprise Fund Reimbursement - Admin. Services</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(15,200)</b>	<b>(15,200)</b>	35
36														36
37	<b>TOTAL ADJUSTED PLANNING - GENERAL FUND</b>			<b>210,115</b>	<b>212,679</b>	<b>193,734</b>	<b>94,306</b>	<b>139,514</b>	<b>233,820</b>	<b>233,820</b>	<b>233,820</b>	<b>222,251</b>	<b>(11,569)</b>	37
38														38
39	PLANNING - CAPITAL PROJECTS													39
40	454610	474500	Machinery & Equipment	0	0	8,953	0	0	0	0	0	0	0	40
41	<b>TOTAL PLANNING - CAPITAL</b>			<b>0</b>	<b>0</b>	<b>8,953</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	41
42														42
43	BUDGET SUMMARY													43
44	104610		Planning - General Fund	210,115	212,679	193,734	94,306	139,514	233,820	233,820	233,820	222,251	(11,569)	44
45	454610		Planning - Capital Projects Fund	0	0	8,953	0	0	0	0	0	0	0	45
46	<b>TOTAL PLANNING - GEN. &amp; CAP.</b>			<b>210,115</b>	<b>212,679</b>	<b>202,687</b>	<b>94,306</b>	<b>139,514</b>	<b>233,820</b>	<b>233,820</b>	<b>233,820</b>	<b>222,251</b>	<b>(11,569)</b>	46

# ORGANIZATIONAL CHART



# DEBT SERVICE FUND



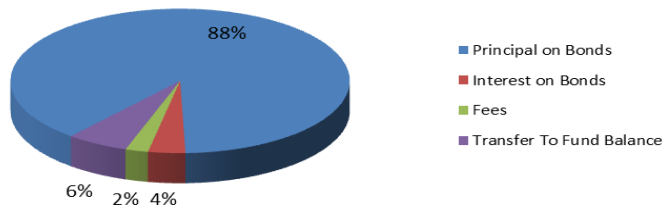
# DEBT SERVICE

## OVERVIEW

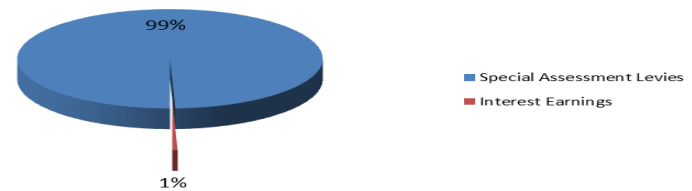
The Debt Service Fund accounts for resources that will be used to service general long-term debt of the City. This is debt of a general nature rather than debt specifically applicable to Enterprise Funds all of which is accounted for within those funds of the City. The balance of general outstanding debt of the City at the end of Fiscal Year 2014-2015 was \$454,534 which represents the outstanding balance of the Series 2009 Sales Tax Revenue Bonds. These bonds will be paid in full at the conclusion of Fiscal Year 2016-2017.

## BUDGET GRAPHS

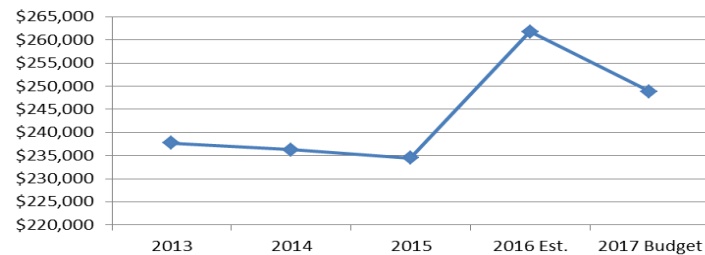
**2017 Debt Service Expenses**



**2017 Debt Service Revenues**



**Budget History (Less Capital)**



# BUDGET

1	DEBT SERVICE													1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	DEBT SERVICE REVENUES													5
6	306000	355010	Special Assessment Levies	267,438	267,557	266,219	0	259,331	259,331	266,000	266,000	247,500	(18,500)	6
7	306010	361000	Interest Earnings	1,552	1,423	1,799	1,288	1,200	2,488	1,400	1,400	1,400	0	7
8	TOTAL REVENUE			268,990	268,980	268,018	1,288	260,531	261,819	267,400	267,400	248,900	(18,500)	8
9														9
10	DEBT SERVICE EXPENDITURES													10
11	304710	481000	Principal on Bonds	191,000	197,000	203,000	0	212,000	212,000	212,000	212,000	220,000	8,000	11
12	304710	482000	Interest on Bonds	39,965	33,280	25,400	8,640	8,640	17,280	17,280	17,280	8,800	(8,480)	12
13	304710	483000	SID Administration Fees	5,276	4,500	3,688	17	3,800	3,817	3,800	3,800	3,800	0	13
14	304710	483500	Arbitrage Compliance Fees	0	0	750	0	0	0	0	0	0	0	14
15	304710	484000	Paying Agents Fees	1,500	1,500	1,600	0	1,600	1,600	1,600	1,600	1,600	0	15
16	304710	491980	Transfer To Fund Balance	0	0	0	0	27,122	27,122	32,720	32,720	14,700	(18,020)	16
17	TOTAL EXPENDITURES			237,741	236,280	234,438	8,657	253,162	261,819	267,400	267,400	248,900	(18,500)	17
18														18
19	EXCESS (DEFICIENCY) OF													19
20	REVENUES OVER EXPENDITURES			31,249	32,700	33,580	(7,369)	7,369	0	0	0	0	0	20



# **SPECIAL REVENUE FUNDS**



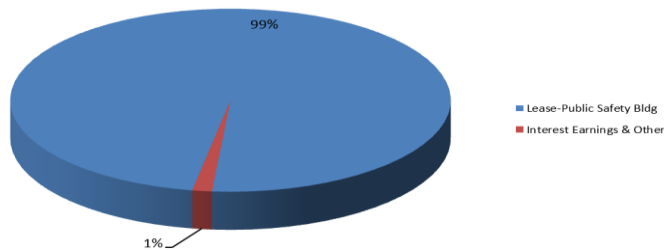
# MUNICIPAL BUILDING AUTHORITY

## OVERVIEW

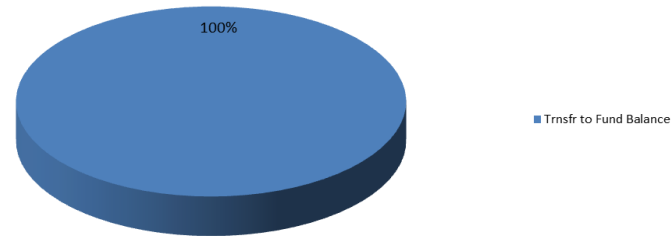
The Municipal Building Authority Fund accounts for specific resources that are restricted or committed to expenditures for specific purposes other than general debt service or capital projects of the City. This fund is governed by a board comprised of the City Council. The fund had no outstanding debt as of Fiscal Year 2014-2015 but will still receive payments due from the State of Utah for their remaining three year obligation on payment of lease financed debt of the Public Safety Building which houses the State Second District Court.

## BUDGET GRAPHS

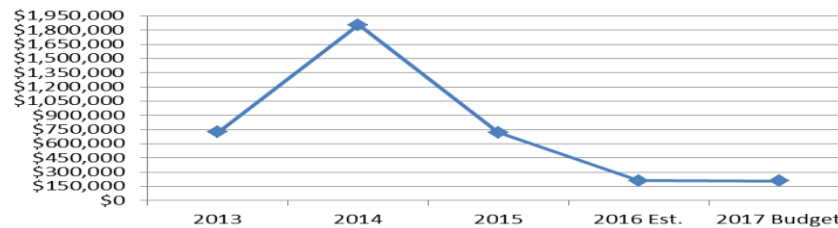
2017 Municipal Building Authority Revenues



2017 Municipal Building Authority Expenses



Budget History (Less Capital)



# BUDGET

1	MUNICIPAL BUILDING AUTHORITY													1
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar		
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change		
4														4
5	REVENUES													5
6	444000	362410	Lease-Public Safety Bldg	205,377	211,173	206,154	205,777	0	205,777	205,365	205,365	205,777	412	6
7	444000	362420	Lease-Towne Centre Parkng	415,900	391,525	387,902	0	0	0	0	0	0	0	7
8	446010	361000	Interest Earnings	7,097	4,210	3,960	2,359	2,100	4,459	2,100	2,100	3,000	900	8
9	446030	369050	Bond Proceeds	0	766,000	0	0	0	0	0	0	0	0	9
10	448000	389000	Trnsfr-Undesig Fund Bal	0	0	0	0	0	0	0	0	0	0	10
11	<b>TOTAL REVENUE</b>			628,373	1,372,908	598,015	208,135	2,100	210,235	207,465	207,465	208,777	1,312	11
12														12
13	EXPENDITURES													13
14	444110	476000	Bond Issuance Costs	0	22,681	0	0	0	0	0	0	0	0	14
15	444110	481000	Principal on Bonds	638,000	688,000	705,000	0	0	0	0	0	0	0	15
16	444110	482000	Interest on Bonds	82,818	28,469	10,237	0	0	0	0	0	0	0	16
17	444110	483500	Arbitrage Compliance Fees	2,500	0	2,750	0	0	0	0	0	0	0	17
18	444110	484000	Paying Agents Fees	1,650	1,650	1,400	0	0	0	1,650	1,650	0	(1,650)	18
19	444110	491980	Transfer To Fund Balance	0	0	0	0	210,235	210,235	205,815	205,815	208,777	2,962	19
20	444110	495000	Payment-Refunded Bond Issue	0	1,115,000	0	0	0	0	0	0	0	0	20
21	<b>TOTAL EXPENDITURES</b>			724,968	1,855,800	719,387	0	210,235	210,235	207,465	207,465	208,777	1,312	21
22														22
23	EXCESS (DEFICIENCY) OF													23
24	<b>REVENUES OVER EXPENDITURES</b>			(96,595)	(482,892)	(121,372)	208,135	(208,135)	0	0	0	0	0	24

# RAP TAX

## OVERVIEW

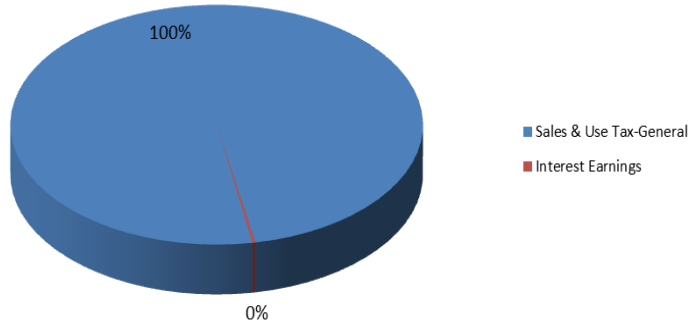
The Recreation, Arts and Parks (RAP) Tax (originally approved by voters in 2007) funded construction of the CenterPoint Legacy Theatre in Centerville as a joint project with Centerville City and recreational and cultural facilities and organizations in Bountiful City. In March 2008, Bountiful City entered into an interlocal agreement with the Centerville City Redevelopment Agency for the construction of the CenterPoint Legacy Theatre. Ninety percent of the one-tenth of one percent (0.01%) tax was paid to the Centerville RDA per that agreement. The originally adopted RAP Tax expired on March 31, 2016, but the tax was re-authorized by voters in November 2014, to continue for a 10 year period. The reauthorized funding is slated primarily for projects located within the corporate limits of Bountiful City with the majority of the proceeds earmarked for improvements to the new Creekside Park located on Mill Street in Bountiful City.

## LINE-ITEM HIGHLIGHTS

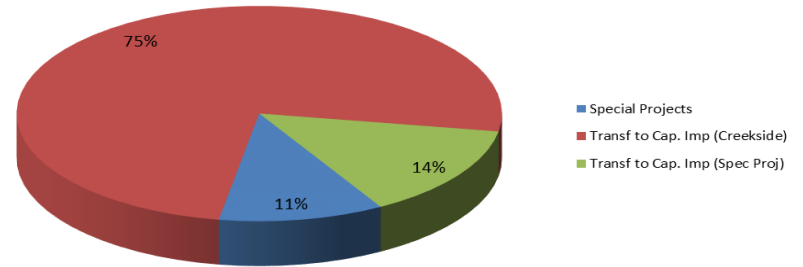
Tax revenues of the RAP Tax Fund for Fiscal Year 2015-2016 are projected to exceed the approved budget due to prevailing trends in tax collections. The budget for Fiscal Year 2016-2017 is similarly projected to be higher than the current budget year due to forecasted sales tax trends. Expenditures in the Special Projects line item include budgeted amounts for grants to eligible arts and community groups. Transfers are budgeted to the Capital Improvement Fund to reimburse that Fund for Creekside Park development costs and for other RAP Tax eligible expenditures for parks and trails projects by the City.

# BUDGET GRAPHS

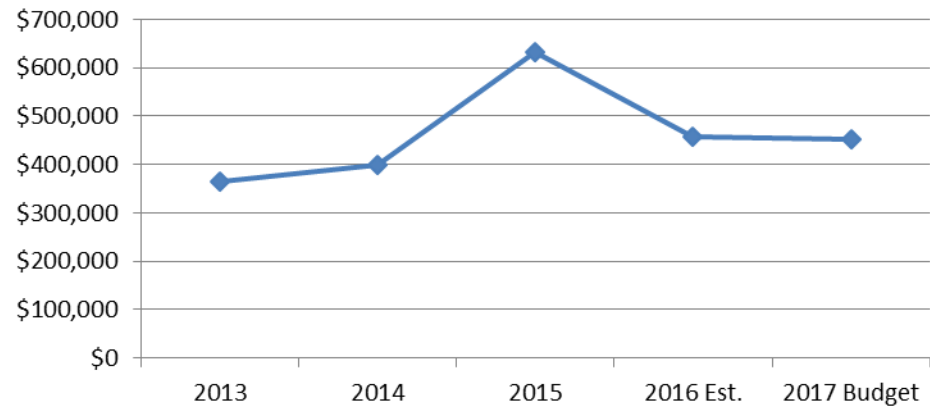
**2017 RAP Tax Revenues**



**2017 RAP Tax Expenses**



**Budget History  
(Less Capital)**



# BUDGET

1	RAP TAX										Amended		1	
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	RAP TAX REVENUES												5	
6	831050 313000	Sales & Use Tax-General	398,441	435,612	462,308	168,083	317,917	486,000	450,000	450,000	450,000	0	6	
7	836010 361000	Interest Earnings	1,497	1,549	1,767	176	1,524	1,700	1,600	1,600	1,000	(600)	7	
8	<b>TOTAL REVENUE</b>		<b>399,938</b>	<b>437,160</b>	<b>464,074</b>	<b>168,258</b>	<b>319,442</b>	<b>487,700</b>	<b>451,600</b>	<b>451,600</b>	<b>451,000</b>	<b>(0)</b>	8	
9													9	
10	RAP TAX EXPENDITURES												10	
11	838300 426100	Special Projects	5,000	8,000	8,000	8,000	0	8,000	38,000	38,000	49,610	11,610	11	
12	838300 475300	Interlocal Payment-Centerville	359,148	391,499	416,077	151,275	155,000	306,275	337,500	337,500	0	(337,500)	12	
13	838300 491980	Transfer To Fund Balance	0	0	0	0	0	0	76,100	76,100	0	(76,100)	13	
14	838300 491455	Transfer To Captl Imprv-CreeksidePK	0	0	0		142,200	142,200	0	0	338,250	338,250	14	
15	838300 491460	Transfer To Captl Imprv-SpecialProj.	0	0	0			0	0	0	63,140	63,140	15	
16	838300 492045	Contrib to Capital Improv Fund	0	0	209,000	0	0	0	0	0	0	0	16	
17	<b>TOTAL EXPENDITURES</b>		<b>364,148</b>	<b>399,499</b>	<b>633,077</b>	<b>159,275</b>	<b>297,200</b>	<b>456,475</b>	<b>451,600</b>	<b>451,600</b>	<b>451,000</b>	<b>(600)</b>	17	
18													18	
19	<b>EXCESS (DEFICIENCY) OF</b>												19	
20	<b>REVENUES OVER EXPENDITURES</b>		<b>35,790</b>	<b>37,661</b>	<b>(169,003)</b>	<b>8,983</b>	<b>22,242</b>	<b>31,225</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	20	





# REDEVELOPMENT AGENCY

## OVERVIEW

The Redevelopment Agency of Bountiful City is a separate agency authorized under State Law Title 17C known as the Limited Purpose Local Government Entities-Community Development and Renewal Agencies. The purpose of this agency is to facilitate redevelopment efforts in designated areas and to administer projects/programs to assist in economic development, community development and renewing urban areas. The Redevelopment Agency of Bountiful City assists in redevelopment efforts by encouraging private and public investment in previously developed areas that are underutilized or blighted. The Agency also promotes economic development by working with businesses to increase the jobs available in the community and the State as a whole.

## GOALS & PROJECTS

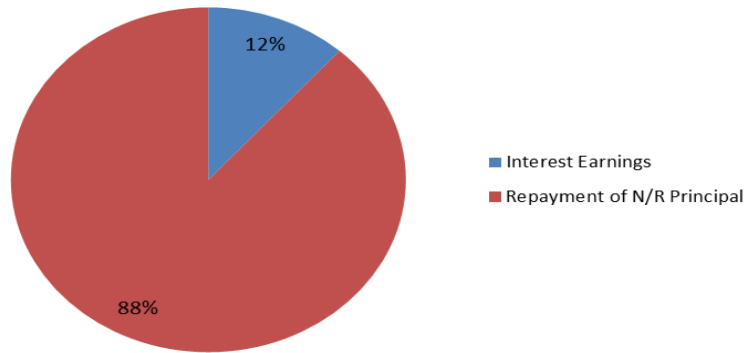
Agency special projects that are budgeted for next year center on planning for, and development of, a downtown plaza for revitalization of the downtown area. Conceptual plans include relocation and construction of a new City Hall in the plaza area with surrounding public spaces, including capacity for community events. Additional planning and development will also be focused in the complex surrounding the existing City Hall at 790 South 100 East. The Redevelopment Agency will also continue to administer the Revolving Loan Program and participate in other projects within the Redevelopment Project Area.



# REVOLVING LOAN FUND

## BUDGET GRAPHS

2017 RDA Revolving Loan Revenues



2017 RDA Revolving Loan Expenditures



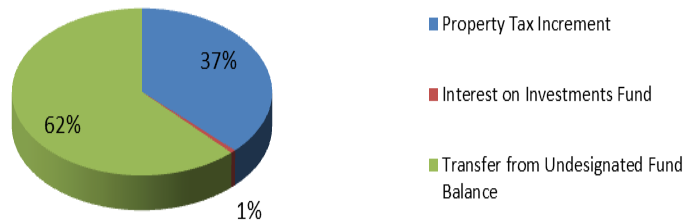
# BUDGET

REDEVELOPMENT AGENCY (REVOLVING LOAN FUND)													1	
			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2	
Account Number			2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
REVENUES													4	
EXPENDITURES													5	
6	726010	361000	Interest Earnings	17,447	14,385	16,101	12,553	7,000	19,553	5,000	5,000	5,000	0	6
7	726010	361065	Int-El Matador	1,191	0	0	0	0	0	0	0	0	0	7
8	726010	361066	Int-Druyon	231	122	0	0	0	0	0	0	0	0	8
9	726010	361068	Int-Arts Academy	1,802	408	0	0	0	0	0	0	0	0	9
10	726010	361071	Int-Costa Vida Restaurant	1,073	788	523	122	71	193	193	193	2	(191)	10
11	726010	361072	Int-IDG/Kocherhans	3,361	0	0	0	0	0	0	0	0	0	11
12	726010	361073	Int-The Square	21,262	18,508	16,845	6,621	6,125	12,746	12,746	12,746	9,733	(3,013)	12
13	726010	361074	Int-Skills Fitness	9,281	8,153	6,991	3,049	2,745	5,794	0	0	2,437	2,437	13
14	726010	361075	Int-Bntfl Lumber-Knowlton	6,145	5,451	4,735	1,757	0	1,757	1,757	1,757	0	(1,757)	14
15	726010	361078	Int-Hist Bntfl Theater	16,893	15,292	13,643	6,187	5,756	11,943	11,943	11,943	10,191	(1,752)	15
16	726010	361079	Interest-DesLandco-Duncan Elec	6,627	6,596	4,021	0	5,215	5,215	5,215	5,215	0	(5,215)	16
17	726010	361081	Interest-SKC Orchard	LC.	996	5,675	2,639	0	2,639	4,594	4,594	0	(4,594)	17
18	726010	361082	Interest-Village On Main	650	7,282	5,853	2,357	1,969	4,326	4,326	4,326	2,752	(1,574)	18
19	726010	361083	Interest-Timbermill	0	4,040	4,695	2,521	1,700	4,221	4,221	4,221	3,733	(488)	19
20	726010	361084	Interest-Btfl 2600 Land/XtraAu	0	2,000	11,437	4,074	6,390	10,464	10,464	10,464	0	(10,464)	20
21	726010	361085	Interest-Wight House Reception	0	0	0	592	0	592	0	0	1,093	1,093	21
22	726010	361086	Intererest - Computech/Vector Holdings	0	0	0	0	0	0	0	0	1,117	1,117	22
23	726000	369030	Repayment Of N/R (Princ)	490,174	374,497	535,959	655,712	(196,851)	458,861	458,861	458,861	258,887	(199,974)	23
24	728000	381073	Trnsfr Frm RDA Operations	0	0	0	0	0	0	500,000	500,000	0	(500,000)	24
25	728000	389000	Trnsfr-Undesig Fund Bal	0	0	0	0	0	0	0	0	0	0	25
26	<b>TOTAL REVENUE</b>			576,137	458,518	626,479	698,185	(159,880)	538,305	1,019,320	1,019,320	294,945	(724,376)	26
27														27
28	<b>EXPENDITURES</b>													28
29	727200	452300	Uncollectible Accounts	0	0	167,410	0	0	0	0	0	0	0	29
30	727200	461050	Loaned Monies	460,000	575,000	40,000	0	0	0	1,019,321	1,019,321	294,945	(724,376)	30
31	<b>TOTAL EXPENDITURES</b>			460,000	575,000	207,410	0	0	0	1,019,321	1,019,321	294,945	(724,376)	31
32														32
33	<b>EXCESS (DEFICIENCY) OF</b>													33
34	<b>REVENUES OVER EXPENDITURES</b>			116,137	(116,482)	419,069	698,185	(159,880)	538,305	(1)	(1)	0	1	34
REDEVELOPMENT AGENCY (REVOLVING LOAN FUND)														
1				<b>Fiscal Year 2017</b>										
2														
3	<b>Principal / Interest Schedule</b>			<b>Interest</b>	<b>Principal</b>									
4	HMC / Costa Vida			\$2	\$866									
5	The Square			\$9,733	\$102,071									
6	Skills Fitness			\$2,437	\$20,738									
7	Historic Bountiful Theater			\$10,191	\$59,332									
8	Village on Main			\$2,752	\$53,311									
9	Timbermill / Hutchings			\$3,733	\$16,545									
10	Wight House Reception Center			\$1,093	\$2,507									
11	Computech / Vector Holdings			\$1,117	\$3,518									
14	<b>Totals</b>			<b>\$31,059</b>	<b>\$258,887</b>									

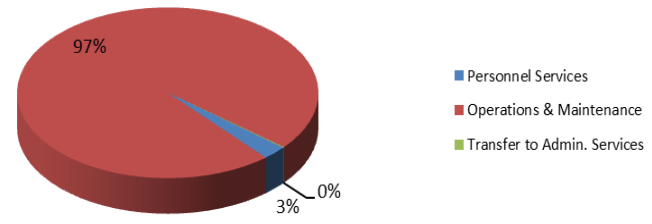
# OPERATING FUND

## BUDGET GRAPHS

### 2017 RDA Operating Fund Revenues



### 2017 RDA Operating Fund Expenditures



# BUDGET

1	REDEVELOPMENT AGENCY (OPERATING FUND)												1	
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2	
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	<b>OPERATING REVENUES</b>												5	
6	731010	311100	Property Tax Increment - RDA	1,498,018	1,467,308	1,399,480	0	1,440,916	1,440,916	1,399,480	1,399,480	1,164,022	(235,458)	6
7	733000	335100	State Grants - Miscellaneous	0	0	1,000	10,213	0	10,213	0	0	0	0	7
8	736000	369000	Sundry Revenues	0	0	15,000	0	0	0	0	0	0	0	8
9	736010	361000	Interest Earnings	31,135	32,702	30,547	18,642	7,000	25,642	20,000	20,000	20,000	0	9
10	738000	389000	Trnsfr from Undesig. Fund Bal	0	0	0	0	0	0	627,000	627,000	1,933,931	1,306,931	10
11	<b>TOTAL REVENUES</b>			1,529,153	1,500,010	1,446,027	28,855	1,447,916	1,476,771	2,046,480	2,046,480	3,117,953	1,071,473	11
12													12	
13	<b>OPERATING EXPENDITURES</b>												13	
14	<b>PERSONNEL SERVICES</b>												14	
15	737300	411000	Salaries - Perm Employees	45,304	50,704	37,782	21,063	23,472	44,535	44,535	44,535	42,533	(2,002)	15
16	737300	412000	Salaries-Temp & Part-Time	21,625	18,061	16,485	7,908	9,255	17,163	17,163	17,163	16,663	(500)	16
17	737300	413010	Fica Taxes	4,436	5,106	4,820	2,265	2,654	4,919	4,919	4,919	4,643	(276)	17
18	737300	413020	Employee Medical Ins	9,222	8,731	10,448	5,648	6,294	11,942	11,942	11,942	6,851	(5,091)	18
19	737300	413030	Employee Life Ins	239	227	241	121	339	460	460	460	267	(193)	19
20	737300	413040	State Retirement & 401 K	6,897	5,821	6,774	3,710	4,173	7,883	7,883	7,883	8,111	228	20
21	737300	425300	Vehicle Allowance	420	0	2,771	1,551	1,073	2,624	2,624	2,624	1,496	(1,128)	21
22	737300	491640	Trnsfr To Workers Comp	960	788	1,020	477	465	942	942	942	901	(41)	22
23	<b>TOTAL PERSONNEL SERVICES</b>			89,103	89,437	80,341	42,742	47,725	90,467	90,468	90,468	81,465	(9,003)	23
24													24	
25	<b>OPERATIONS &amp; MAINTENANCE</b>												25	
26	737300	421000	Books Subscr & Mmbrshp	79	0	0	0	300	300	300	300	300	0	26
27	737300	422000	Public Notices	2,517	40	40	0	500	500	500	500	500	0	27
28	737300	423000	Travel & Training	2,584	621	1,121	24	2,000	2,024	4,000	4,000	0	(4,000)	28
29	737300	424000	Office Supplies	663	405	50	0	1,000	1,000	3,000	3,000	500	(2,500)	29
30	737300	425000	Equip Supplies & Maint	2,588	588	0	0	0	0	0	0	0	0	30
31	737300	426100	Special Projects	66,022	1,265,633	1,150,562	16,985	60,000	76,985	1,000,000	1,000,000	3,000,000	2,000,000	31
32	737300	427000	Utilities	888	888	14,149	(369)	15,000	14,631	2,000	2,000	2,000	0	32
33	737300	428000	Telephone Expense	329	247	0	0	0	0	900	900	5,000	4,100	33
34	737300	431000	Profess & Tech Services	2,181	1,543	7,914	5,294	1,000	6,294	10,000	10,000	10,000	0	34
35	737300	431100	Legal And Auditing Fees	0	3,215	0	0	4,000	4,000	6,000	6,000	1,000	(5,000)	35
36	737300	448060	Renaissance Parkng Payment	415,900	391,525	387,902	0	0	0	407,750	407,750	0	(407,750)	36
37	737300	451100	Insurance & Surety Bonds	819	868	3,965	1,009	7,000	8,009	8,762	8,762	8,762	0	37
38	737300	455050	Btfl Subconserancy Fees	1,195	1,195	1,195	1,315	0	1,315	1,300	1,300	1,300	0	38
39	737300	461000	Miscellaneous Expense	0	0	558,358	0	0	0	0	0	0	0	39
40	737300	462230	Public Relations Materials	0	0	0	0	0	0	3,000	3,000	3,000	0	40
41	737300	482050	Bountiful City Note	0	0	0	0	0	0	0	0	0	0	41
42	737300	491150	Trnsfr To Admin Srvc	6,000	6,000	6,000	4,250	1,750	6,000	8,500	8,500	4,126	(4,374)	42
43	737300	491720	Trnsfr To Revolving Loan Fund	0	0	0	0	0	0	500,000	500,000	0	(500,000)	43
44	<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>			501,765	1,672,768	2,131,256	28,508	92,550	121,058	1,956,012	1,956,012	3,036,488	1,080,476	44
45													45	
46	<b>TOTAL OPERATING EXPENDITURES</b>			590,868	1,762,205	2,211,597	71,250	140,275	211,525	2,046,480	2,046,480	3,117,953	1,071,473	46
47													47	
48	<b>EXCESS (DEFICIENCY) OF</b>												48	
49	<b>REVENUES OVER EXPENDITURES</b>			938,285	(262,195)	(765,570)	(42,395)	1,307,641	1,265,246	0	0	0	0	49

# ENTERPRISE FUNDS





# RECYCLING

## OVERVIEW

Curbside recycling has been in place since 2008. Ace Disposal has a five year contract with the City which began in December 2013 and will end in December 2018. Ace Disposal picks up recyclables and delivers them to Rocky Mountain Recycle. Bountiful City bills residents for Ace Disposal services and takes requests for delivery or removal of recycling cans and passes these requests on to Ace Disposal for action. The recycling charge to the City per can is \$2.49 which is up from \$2.45 last year. The City proposes to increase the amount charged to residents from \$2.50 to \$2.75 per can to cover the increased charge from Ace Disposal and associated administrative costs. This rate per can is still a reduced cost from Fiscal Year 2012-2013 when the charge was \$3.25 per can under the former service provider.

## GOALS & PROJECTS

The goal of the Recycling Program is to continue with residential curbside recycling in a cost efficient manner for City residents.

## LINE-ITEM HIGHLIGHTS

### **Acct# 48-377220 Recycling Charges**

The increase of \$40,170 in this account is for the residential recycling charge increase to \$2.75 per can. This is due to an increase in cost from the recycling contractor and associated administrative costs.

### **Acct# 484800-431550 Recycling Collection Service**

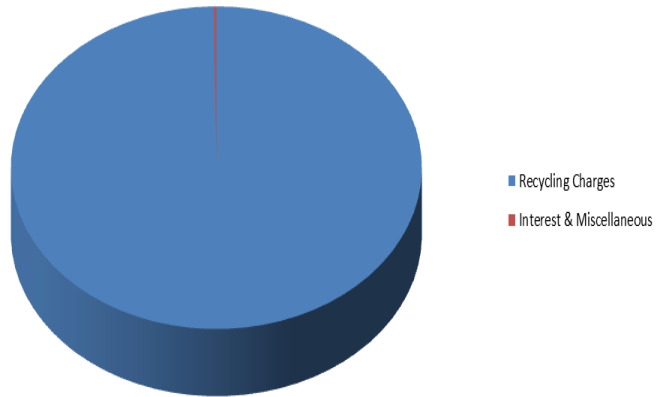
The Recycling Collection Service increase of \$7,638 in Fiscal Year 2016-2017 is due to the monthly increase charged by Ace Disposal to the City. The \$2.45 charge per can has now increased to \$2.49 per can. This increase took place in December 2015.

### **Acct# 484800-491150 Transfer to Administrative Services**

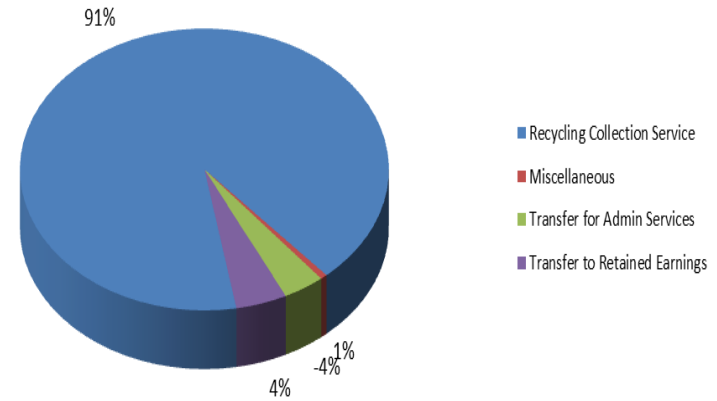
This transfer is made for the purpose of reimbursing the General Fund of the City for services provided to the Enterprise Funds. Those services include such things as payroll/employee benefits, accounting, budgeting, legal and insurance, billing/customer service and other professional services provided by the department staff members of the General Fund. The transfer amounts were recently restudied and revised to ensure their accuracy and adequacy for cost recovery in services provided. These amounts will be periodically restudied and revised for this purpose in future years. The Fiscal Year 2016-2017 increase will be \$15,217.

# BUDGET GRAPH

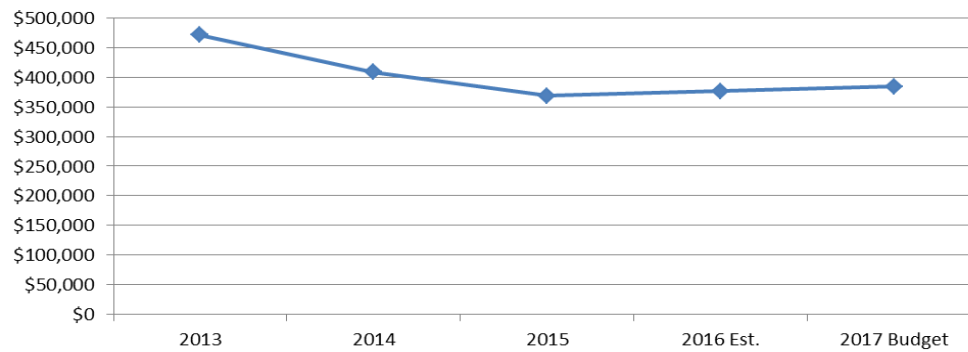
### 2017 Recycling Revenues



### 2017 Recycling Expenses



### Budget History (Less Capital)



# BUDGET

1	RECYCLING										Amended			1
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	OPERATING REVENUES													5
6	487000 377220	Recycling Charges	482,389	423,484	377,174	156,164	221,116	377,280	377,280	377,280	417,450	40,170	6	
7	TOTAL STORM WATER REVENUE		482,389	423,484	377,174	156,164	221,116	377,280	377,280	377,280	417,450	40,170	7	
8													8	
9	OPERATING EXPENSES													9
10	OPERATIONS & MAINTENANCE													10
11	484800 431050	Credit Card Merchant Fees	1,738	1,689	1,898	1,017	983	2,000	1,700	1,700	2,000	300	11	
12	484800 431550	Recycling Collectn Service	469,472	406,202	366,193	154,770	219,366	374,136	374,136	374,136	381,774	7,638	12	
13	484800 452300	Uncollectible Accounts	292	533	629	246	254	500	500	500	500	0	13	
14	484800 491150	Trnsfr To Admin Srvc	0	0	0	0	0	0	0	0	15,217	15,217	14	
15	TOTAL OPERATIONS & MAINTENANCE		471,503	408,423	368,721	156,033	220,603	376,636	376,336	376,336	399,491	23,155	15	
16													16	
17	TOTAL OPERATING EXPENSES		471,503	408,423	368,721	156,033	220,603	376,636	376,336	376,336	399,491	23,155	17	
18													18	
19	EARNINGS (LOSS) FROM OPERATIONS		10,886	15,061	8,453	131	513	644	944	944	17,959	17,015	19	
20													20	
21	NON-OPERATING REVENUES (EXPENSES):												21	
22	487000 369020	Income From Uncoll Accts	238	297	206	134	66	200	200	200	200	0	22	
23	486010 361000	Interest Earnings	452	385	633	359	241	600	300	300	600	300	23	
24	NON-OPERATING REVENUES - NET		690	681	839	493	307	800	500	500	800	300	24	
25													25	
26	EARNINGS (LOSS) BEFORE TRANSFERS		11,576	15,742	9,292	624	820	1,444	1,444	1,444	18,759	17,315	26	
27													27	
28	TOTAL RECYCLING EXPENSES		471,503	408,423	368,721	156,033	220,603	376,636	376,336	376,336	399,491	23,155	28	
29													29	
30	EARNINGS (LOSS) BEFORE OPERATING TRANSFERS		11,576	15,742	9,292	624	820	1,444	1,444	1,444	18,759	17,315	30	
31													31	
32	OPERATING TRANSFERS IN (OUT):												32	
33	488000 491900	Trnsfr To Unapprop Ret Erngs	0	0	0	0	0	0	(1,444)	(1,444)	(18,759)	(17,315)	33	
34	TOTAL OPERATING TRANSFERS IN (OUT)		0	0	0	0	0	0	(1,444)	(1,444)	(18,759)	(17,315)	34	
35													35	
36	NET EARNINGS (LOSS)		11,576	15,742	9,292	624	820	1,444	0	0	0	0	36	



# STORM WATER

## OVERVIEW

The Storm Water Department has the responsibility to inspect, clean and monitor the City's streets and storm water systems to comply with the Storm Water Phase II Control Measures. Staff will educate and provide quality service to the community. The Storm Water utility requires a split of personnel and equipment with the Streets and Engineering Departments to accomplish the storm drain projects and repairs. The Department goal is to improve storm water quality.

## GOALS & PROJECTS

- Fawn Lane storm drain pipe replacement.
- Creekside Park new storm drain.
- Corrugated storm drain pipe replacement. These pipe repair/replacements are located by the storm drain video maintenance program.

## LINE-ITEM HIGHLIGHTS

### **Acct# 497000- 373500 Storm Water Collection Charges**

For Fiscal Year 2016-2017 the increase of \$225,000 in this account is for a one dollar ERU increase. For the Fiscal Year 2017-2018 budget in this account, an additional one dollar ERU increase is proposed.

### **Acct# 494900- 411000 to 413040 Personnel Services**

The increase of \$17,033 in these accounts is for employee merit increases and the increased cost of health insurance.

### **Acct# 494900- 425000 Equipment Supplies and Maintenance**

The decrease of \$2,600 in this account was due to telephone expenses moved to its own account.

## LINE-ITEM HIGHLIGHTS (CONTINUED)

### **Acct# 494900- 428000 Telephone Expense**

The increase of \$2,600 in this account was due to telephone expenses moved from Equipment Supplies and Maintenance.

### **Acct#- 494900- 491150 Transfer to Administrative Services**

This transfer is made for the purpose of reimbursing the General Fund of the City for services provided to the Enterprise Funds. Those services include such things as payroll/employee benefits, accounting, budgeting, legal, insurance, billing/customer service and other professional services provided by department staff members of the General Fund. The transfer amounts were recently restudied and revised to ensure their accuracy and adequacy for cost recovery in services provided. These amounts will be periodically restudied and revised for this purpose in future years. The Fiscal Year 2016-2017 increase is \$23,501.

### **Acct# 498030- 387130 Contr-in-Aid-Storm Drains**

No money budgeted for this account.

### **Acct# 494900- 473106 New Storm Drains >400'**

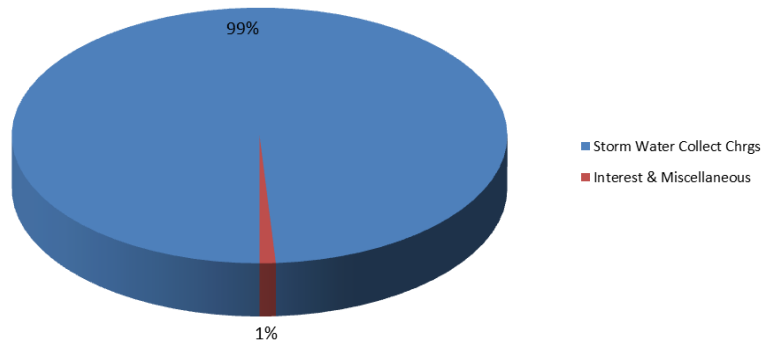
The New Storm Drain fund is below surface storm water structures, outlets and inlets for new developments. This includes storm drain replacement for Fawn Lane of \$200,000 and new storm drain at Creekside Park for \$50,000.

### **Acct# 494900- 474600 Vehicles**

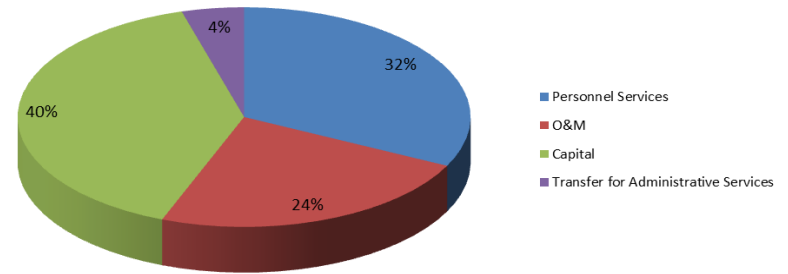
The vehicle account increase of \$260,000 is for the purchase of a new sweeper which is part of our scheduled equipment replacement program.

# BUDGET GRAPHS

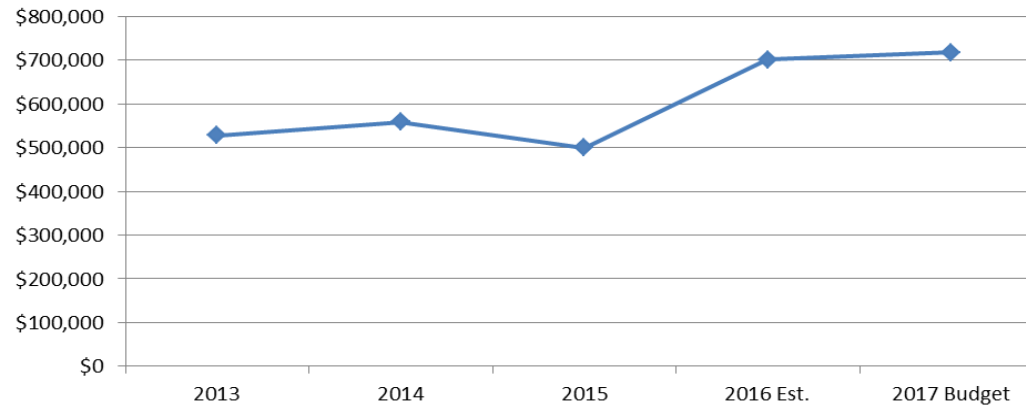
## 2017 Storm Water Revenues



## 2017 Storm Water Expenses



## Budget History (Less Capital)



# BUDGET

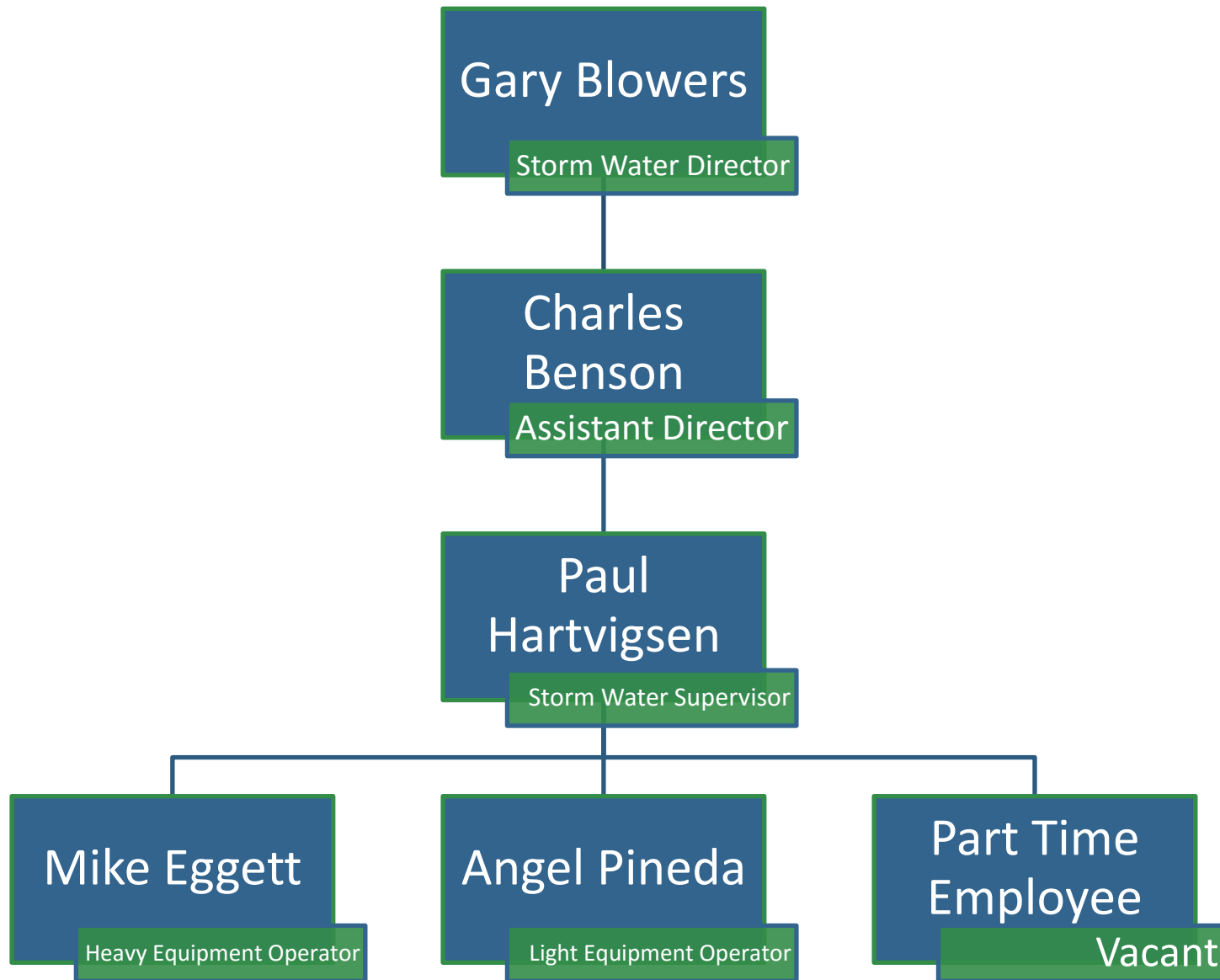
1	STORM WATER										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	OPERATING REVENUES													5
6	497000	322100	Building Permits	4,807	933	1,200	2,100	0	2,100	1,000	1,000	1,000	0	6
7	497000	369020	Income From Uncoll Accts	474	593	411	268	32	300	300	300	300	0	7
8	497000	373500	Storm Water Collect Chrgs	902,261	908,978	1,100,899	471,535	664,469	1,136,004	1,136,004	1,136,004	1,361,004	225,000	8
9	<b>TOTAL STORM WATER REVENUE</b>			<b>907,542</b>	<b>910,505</b>	<b>1,102,510</b>	<b>473,903</b>	<b>664,501</b>	<b>1,138,404</b>	<b>1,137,304</b>	<b>1,137,304</b>	<b>1,362,304</b>	<b>225,000</b>	9
10	OPERATING EXPENSES													10
11	PERSONNEL SERVICES													11
12	494900	411000	Salaries - Perm Employees	210,474	212,686	186,672	103,588	142,763	246,351	246,351	246,351	259,050	12,699	13
14	494900	412000	Salaries-Temp & Part-Time	8,925	13,906	748	8,987	8,013	17,000	17,000	17,000	17,000	0	14
15	494900	413010	Fica Taxes	16,665	16,649	13,692	8,124	12,057	20,181	20,181	20,181	21,152	971	15
16	494900	413020	Employee Medical Ins	45,404	46,014	50,333	23,828	34,875	58,703	58,703	58,703	58,942	239	16
17	494900	413030	Employee Life Ins	1,436	1,339	1,204	615	1,036	1,651	1,651	1,651	1,725	74	17
18	494900	413040	State Retirement & 401 K	36,093	37,559	20,340	19,757	26,841	46,598	46,598	46,598	49,019	2,421	18
19	494900	413100	Retired Employee Benefits	(475)	438	513	151	212	363	363	363	618	255	19
20	494900	425300	Vehicle Allowance	450	639	450	212	237	449	449	449	449	(0)	20
21	494900	462180	Accrued Comp Time Exp	(100)	465	(472)	0	0	0	0	0	0	0	21
22	494900	462190	Accrued Sick Leave Exp	411	502	(1,642)	0	0	0	0	0	0	0	22
23	494900	462200	Accrued Vacation Expense	447	57	(1,595)	0	0	0	0	0	0	0	23
24	494900	491640	Trnsfr To Workers Comp	5,634	6,045	4,870	2,971		2,971	7,267	7,267	7,640	373	24
25	<b>TOTAL PERSONNEL SERVICES</b>			<b>325,364</b>	<b>336,300</b>	<b>275,114</b>	<b>168,233</b>	<b>226,034</b>	<b>394,267</b>	<b>398,563</b>	<b>398,563</b>	<b>415,596</b>	<b>17,033</b>	25
26	OPERATIONS & MAINTENANCE													26
27	494900	421000	Books Subscr & Mmbrshp	0	50	0	0	100	100	100	100	100	0	28
28	494900	422000	Public Notices	9,322	9,162	9,322	9,322	178	9,500	9,500	9,500	9,500	0	29
29	494900	423000	Travel & Training	1,899	1,887	2,060	201	2,799	3,000	3,000	3,000	3,000	0	30
30	494900	424000	Office Supplies	358	206	23	0	500	500	500	500	500	0	31
31	494900	425000	Equip Supplies & Maint	83,357	71,296	60,802	28,947	44,053	73,000	73,000	73,000	70,400	(2,600)	32
32	494900	426000	Bldg & Grnd Suppl & Maint	500	1,000	0	0	1,000	1,000	1,000	1,000	1,000	0	33
33	494900	428000	Telephone Expense						0	0	0	2,600	2,600	34
34	494900	431050	Credit Card Merchant Fees	3,384	3,377	3,796	2,033	1,167	3,200	3,500	3,500	3,500	0	35
35	494900	431100	Legal And Auditing Fees	757	720	720	682	38	720	720	720	720	0	36
36	494900	431400	Landfill Fees	0	42,656	15	54	446	500	500	500	500	0	37
37	494900	441200	Road Matl Patch/ Class C	14,561	12,713	15,188	25,109	0	25,109	20,000	20,000	20,000	0	38
38	494900	441250	Storm Drain Maintenance	4,682	10,387	56,246	41,524	58,476	100,000	100,000	100,000	100,000	0	39
39	494900	441260	Wtrway Replcmnt-Concrete Rpr	18,839	19,388	12,222	0	26,000	26,000	26,000	26,000	26,000	0	40
40	494900	448000	Operating Supplies	3,665	2,049	2,559	1,224	2,276	3,500	3,500	3,500	3,500	0	41
41	494900	451100	Insurance & Surety Bonds	4,789	5,074	5,420	5,350	0	5,350	5,691	5,691	5,400	(291)	42
42	494900	452300	Uncollectible Accounts	27	938	707	505	495	1,000	1,000	1,000	1,000	0	43
43	494900	453600	Loss-Deleted Fixed Assets	1,811	624	0	0	0	0	0	0	0	0	44
44	494900	461000	Miscellaneous Expense	111	0	267	51	149	200	200	200	200	0	45
45	494900	462400	Contract Equipment	54,988	41,320	54,989	2,107	52,893	55,000	55,000	55,000	55,000	0	46
46	494900	491150	Trnsfr To Admin Srvcs	33,690	33,690	33,690	16,845	16,845	33,690	33,690	33,690	57,191	23,501	47
47	<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>			<b>236,740</b>	<b>256,536</b>	<b>258,026</b>	<b>133,953</b>	<b>207,415</b>	<b>341,368</b>	<b>336,901</b>	<b>336,901</b>	<b>360,111</b>	<b>23,210</b>	48



# BUDGET (CONTINUED)

1	STORM WATER													1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Fiscal Year	Dollar
3	Account Number	Account Description		2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget		Change
4														
5														
6	<b>TOTAL OPERATING EXPENSES</b>			562,104	592,836	533,140	302,186	433,449	735,635	735,464	735,464	775,707		40,243
8														
9	<b>EARNINGS (LOSS) FROM OPERATIONS</b>			345,438	317,669	569,370	171,717	231,052	402,769	401,840	401,840	586,597		184,757
10														
11	<b>NON-OPERATING REVENUES (EXPENSES)</b>													
12	496000	369000	Sundry Revenues	0	(13)	0	0	0	0	0	0	0	0	0
13	496010	361000	Interest Earnings	8,763	9,284	11,997	9,295	4,000	13,295	8,000	8,000	8,100		100
14	496020	364000	Gain on Fixed Asset Sales	0	2,024	15,000	0	0	0	0	0	0		0
15	498020	387120	Impact Fees	2,891	5,728	1,632	2,100	2,900	5,000	5,000	5,000	5,000		0
16	498030	387130	Contr-in Aid - Storm Drains	0	0	73,248	0	0	0	65,000	65,000	0		(65,000)
17	<b>NON-OPERATING REVENUES - NET</b>			11,653	17,024	101,877	11,395	6,900	18,295	78,000	78,000	13,100		(64,900)
18														
19	<b>EARNINGS (LOSS) BEFORE CAPITAL &amp; TRANSFERS</b>			357,091	334,693	671,247	183,112	237,952	421,064	479,840	479,840	599,697		119,857
20														
21	<b>STORM WATER - CAPITAL PROJECTS</b>													
22	494900	473106	New Storm Drains > 400'	0	0	0	368,450	146,550	515,000	515,000	515,000	250,000		(265,000)
23	494900	474600	Vehicles	0	0	0	0	0	0	0	0	260,000		260,000
24	<b>TOTAL CAPITAL EXPENSES</b>			0	0	0	368,450	146,550	515,000	515,000	515,000	510,000		(5,000)
25	<i>Not included in "Earnings (Loss)" when depreciation included.</i>													
26														
27	<b>Accrual Accounting Adjustments</b>													
28	494900	454800	Depreciation Expense	405,516	553,850	323,473	0	0	0	N/A	N/A	N/A		N/A
29	494900	496000	Fixed Assets Adjustments	0	0	0	0	0	0	N/A	N/A	N/A		N/A
30	<b>Total Accrual Accounting Adjustments</b>			405,516	553,850	323,473	0	0	0	0	0	0		0
31														
32	<b>TOTAL STORM WATER EXPENSES</b>			967,620	1,146,686	856,613	670,636	579,999	1,250,635	1,250,464	1,250,464	1,285,707		35,243
33														
34	<b>EARNINGS (LOSS) BEFORE OPERATING TRANSFERS</b>			(48,425)	(219,157)	347,774	(185,338)	91,402	(93,936)	(35,160)	(35,160)	89,697		124,857
35														
36	<b>OPERATING TRANSFERS IN (OUT):</b>													
37	494900	492100	Contr To Replacement Rsrv	0	0	0	0	0	0	0	0	(89,697)		(89,697)
38	498000	389100	Trnsfr-Replacement Rsrv	0	0	0	17,580	0	17,580	35,160	35,160			(35,160)
39	<b>TOTAL OPERATING TRANSFERS IN (OUT)</b>			0	0	0	17,580	0	17,580	35,160	35,160	(89,697)		(124,857)
40														
41	<b>NET EARNINGS (LOSS)</b>			(48,425)	(219,157)	347,774	(167,758)	91,402	(76,356)	0	0	0		0

## ORGANIZATIONAL CHART



# WATER

## OVERVIEW

The mission of the Bountiful Water Department is to provide the customers of Bountiful City with reliable, safe and high quality drinking water at the most economical price possible. Culinary water service is provided to 10,933 homes and businesses and all applicable records are maintained. Department staff members perform the necessary sampling and reporting to comply with all EPA, State and Davis County Health Department regulations. Staff members update and reserve water rights and maintain and operate eight wells, 12 booster stations (39 pumps and motors), 14 reservoirs, and one water treatment plant. Replacement of main lines, service lines and other water system components is also accomplished by Department staff members along with repair of main line and service line leaks. The Department operates and maintains 240 pressure regulating valves (PRVs), 1,616 fire hydrants, 4,600 valves and 176 miles of main line. Staff members operate and maintain an automated meter reading system and meters for customer sites. In-service training is extensive given the critical nature of this public health business. All employees are State certified in Water Distribution Level IV and Water Treatment Level IV.

## GOALS & PROJECTS

Plan for and construct new water sources and physical facilities to meet anticipated demand.

Perform analysis on all sources yearly to determine if the system is operating at peak efficiency and assess current needs for source upgrades and/or the need for additional source(s).

Assess the need and upgrade transmission lines to help move water to areas with higher demands.

Provide prompt and courteous customer service.

Establish and maintain a rate structure which defrays costs, including those of future replacement, and equitably distributes the costs to customers.

## **GOALS & PROJECTS (CONTINUED)**

Review plans for, and inspect, construction of additions for the water distribution system. Participate in system replacement with in-house staff when possible.

Replace worn out and inadequate system components as required to maintain optimum service. Update a 10-year replacement plan yearly.

Provide timely information to system customers and the general public concerning drinking water issues and educational matters.

### **Infrastructure**

Continual replacement of water mains and services, as outlined to the City Council. System replacement has been based on factors which include water quality issues, leak history, pipe size/volume, electrolysis and easements.

### **Treatment Plant**

Preliminary steps are underway toward upgrade of the water treatment plant in 2018. The Fiscal Year 2016-2017 budget has funding included for consulting, engineering and pilot testing. Management and staff are still reviewing all options as to technology that will ultimately be used in the final upgrade. The water treatment plant was originally completed in 1986 with an expected 25 year service life so the plant is presently operating beyond the initially determined service life. Treatment technologies have improved significantly since the plant was constructed and with ever increasing regulation, updates are needed.

### **Millcreek Reservoir**

The Millcreek reservoir is aging. The concrete columns which support the roof and the roof itself are spalling and the tank itself has multiple cracks which is allowing root intrusion. Considering these conditions, a new reservoir will be needed in the same location in the budget year 2019-2020.

### **Zesiger Well**

Staff has pulled equipment out of the well, cleaned it and taken video of the well's interior. A test pump was placed in the well to find out the optimal production level of the well along with performance of a sand test at the same time to determine how much water can be produced without drawing too much sand out of the aquifer. Staff has found that the well can produce 500 gallons per minute or 720,000 gallons per day and meet the required criteria. A new building to house the chemical injection equipment and necessary piping and controls will be constructed during the summer of 2016.

## GOALS & PROJECTS (CONTINUED)

### **New Reservoirs**

With the prospect of the land by the “B” area being developed, management is projecting the need for two or possibly three new tanks with the accompanying pump stations. The Fiscal Year 2016-2017 budget contains funding to build a 1,000,000 gallon tank and one pump station. The property developer will be required to pay some of the costs for new infrastructure.

### **Major Water Department Projects Spring of 2016 through Spring of 2017**

Installation of 2,700 feet of 16 inch water line on Bountiful Blvd from Mueller Park Road to Deer Run Circle will be completed to increase capacity to feed the Southeast portion of the City (15 services). This is the first phase of the Bountiful Blvd project which will eventually end at 3550 South Bountiful Blvd.

Installation of 3,000 feet of 16 inch water line on Bountiful Blvd. This is the second phase of the project on Bountiful Blvd from Deer Run Circle to about the south end of the Bountiful Ridge Golf Course. (4 Services)

Installation of 2,200 feet of eight inch water line on 750 North and 800 North from 100 East to 300 East (44 services). This will be done with in-house labor.

Installation of 850 feet of eight inch water line on 350 West from Center Street around the corner to 425 West (16 services) This will be done with in-house labor.

Installation of 4,000 feet of eight inch water line from 500 West to Main Street on 400 North with 46 services, hydrants and cross street connections.

Installation of 950 feet of eight inch water line from Center to Medical Drive (40 services).

**Total of 13,700 feet of main line and 125 service lines in the spring and summer of 2016.**

## GOALS & PROJECTS (CONTINUED)

### Water Department Operations Statistics January 1, 2015 Thru December 31, 2015

#### Sampling

Bacteriological - 504  
Investigative - 38  
Fluoride - 186  
Nitrates - 5  
VOC - 1  
TTHM & HAA5 - 16  
Chlorine Residual - 530  
UCMR 3 - 9

#### Water Quality Related Calls

Water Quality - 57  
Miscellaneous – 81  
Flushing – 124

#### Service Line Related Calls

New Lines - 26  
Service Line Kills - 4  
Freeze Ups (customers) - 6  
Freeze Ups (ours) - 10  
  
Relocations - 13

#### Billing Issues

High Bill – 19  
Low Bill – 0

#### Main Line Related Calls

Leaks – 89  
Hydrant Replacement/Repair - 16  
Valve Replacements - 20  
Valves Cleaned and Exercised - 220

#### Pressure Reducing Valves

PRVs Checked & Maintained - 155  
New PRVs – 1  
PRVs Rebuilt - 25  
Active PRVs replaced - 6  
Pressure Related Calls - 58

#### Metering

Leaks – 65  
Installed - 26  
AMRs Replaced – 612

#### Metering Cont.

Disconnect for Non Payment - 832  
Replacements - 42  
AMR Install - 25  
Angle Valve Replace - 20  
Re Reads - 4500

## GOALS & PROJECTS (CONTINUED)

### MAJOR COMPLETED WATER DEPARTMENT PROJECTS SUMMER – 2015

Installation of 570 feet of eight inch water line on 100 North and 600 East to the end of the cul-de-sac including a new pressure regulating station and 12 services.

300 feet of eight inch water line from Main Street to 100 East on 750 North (12 services). This work was done with in-house labor.

Installation of 1500 feet of eight inch water line from 50 West to 200 West on 1950 South (26 services). This work was done with in-house labor.

Installation of 2200 feet of eight inch water line on Center Street from 400 East to 750 East (28 services).

Installation of 2,000 feet of 12 inch water line on Mill Stream Way, Davis Blvd and Millbrook Way along with the storm drain line relocation.

**Total of 6,570 feet of main line and 78 services**

## LINE-ITEM HIGHLIGHTS

The operations budget contains no increase with the exception of costs that are beyond Department control including personnel services, Weber Basin operations and maintenance, education, certification and testing, system replacement costs, new regulatory sampling, street opening expenses and equipment replacement increases. The budget items that have changed significantly this year are listed below:

**Acct# 515100-411000 to 413100 Personnel Services** Up \$28,399 - Includes five merit increases as well as medical and other benefit increases. This number can change significantly based upon the amount of capital work performed with in-house labor. Time spent on capital projects is reimbursed from a capital account to the expense account for wages.

**Acct# 515100-415000 Educational Reimbursement** Up \$1,500 - Chris Goodwin and Kayson Gines are both planning on attending school.

**Acct# 515100-421000 Books, Memberships and Subscriptions** Up \$400 due to an increase in yearly Rural Water dues.

**Acct# 515100-428000 Telephone and Radio** Down \$1,500 – With the ability to access mapping, GPS and input information in the Tyler MUNIS system from the field the Department has upgraded to data phones. The initial costs for equipment were paid in Fiscal Year 2015-2016 so now the Department will be paying monthly charges only.

**Acct# 515100-42500 Equipment Supplies and Maintenance** Down \$20,100 -This line item is down for two reasons. Fuel costs have gone down and equipment costs are reimbursed from capital funds when staff are working on capital projects. Management plans to do substantially more capital projects with in-house labor in Fiscal Year 2016-2017.

**Acct# 515100-431000 Professional and Technical Services** Up \$4,500 due to the need to do a maintenance treatment on the 100 East Well so it does not plug up with iron bacteria as in previous instances.

**Acct# 515100-448000 Operating Supplies** Up \$38,700 - When the Department installed the original fluoride injection and SCADA equipment it was a capital project. These costs have always been budgeted, but have been put in a capital account. Upon recommendation of the Finance Department replacements will be expensed annually rather than being capitalized. This increase is due to the continual need to repair and replace chemical injection equipment, to purchase sonar leak detection equipment and two SCADA RTUs.



## LINE-ITEM HIGHLIGHTS (CONTINUED)

**Acct# 515100-448400 Distribution System Repair and Maintenance** Down \$50,000 –This is down due to the creation of a new account for metering. More upgrades of pressure regulating valves and pump control valves will be done this year. There is minimal inventory of fire hydrants, valves and system appurtenances. Management has made progress in Fiscal Year 2015-2016 but will need to continually build inventory levels. Department inventory levels need to increase incrementally over the next few years to be prepared in the event of a natural disaster. With this disaster preparation in mind, the budget includes \$20,000 in this account for Fiscal Year 2016-2017 and management proposes that a like amount be budgeted each year for the next few years to get the Department to a level that is adequate. This account is also affected by the amount of capital work performed with in-house labor.

**Acct# 515100-448650 Meters** Up \$75,000 - This is a new account for Fiscal Year 2016-2017. This account was added to help track costs for metering. About \$50,000 of these costs were taken from account 515100-48400 which was used to buy metering supplies. The other \$25,000 is a new request to help maintain the automated meter reading system as the original warranty period is expiring some in the current budget year some in the next year. This \$25,000 amount is an estimate of projected actual costs that will later be more estimable as time passes.

**Acct# 515100-461300 Street Opening Expense** Down \$1,100 – Costs continue to rise in this category but the budget is down due to additional planned capital projects where street repair expenses are reimbursed from capital funds which makes estimation difficult due to a number of unknown factors.

**Acct# 515100-461400 Purchase of Water** Up \$6,150 due to a three to four percent increase for operation and maintenance costs per Weber Basin Water Conservancy District.

**Acct# 515100-472100 Buildings** - Up \$250,000. A new pump station is proposed for construction at the new reservoir at 1300 East 400 North to fill a new reservoir above the “B” area. There is a like amount in the contribution-in-aid revenue account as costs are expected to be covered by the developer.

**Acct# 515100-472120 Reservoirs** - Up \$1,100,000. A new 1 million gallon reservoir is proposed for construction on about 1300 East 400 North to help with water supply on the north end of the City and also for a reservoir to draw from for the new reservoir above the “B” area.

**Acct# 515100-473110 Water Mains** – Down \$970,000. Staff cut this budget by \$500,000 from annual pipe replacement activity in Fiscal Year 2016-2017 to help pay for the new reservoir above 1300 East and north of 400 North. Similar reductions (\$500,000) in the wells account were made in addition.

## **LINE-ITEM HIGHLIGHTS (CONTINUED)**

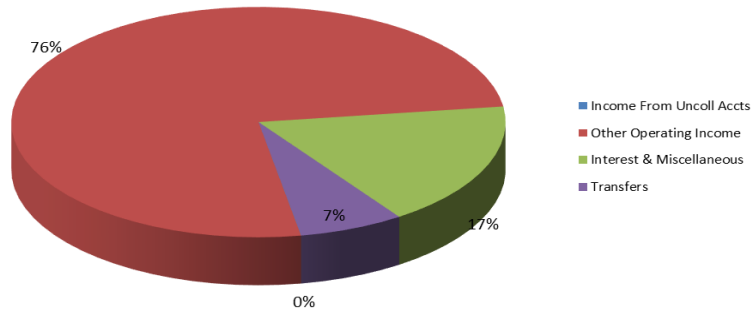
**Acct# 515100-474500 Machinery and Equipment** – Up \$32,000. Staff has scheduled replacement of pumps and panels at Stoneridge (\$60,000), one pump and panel at Barton Creek pump station (\$35,000), the Vactor equipment that is used for exercising and cleaning out valves (\$48,000), a large main line tap machine (\$36,000) and a trailer mounted emergency mobile generator (\$50,000) totaling \$229,000.

**Acct# 515100-474600 Vehicles** – Up \$134,000. Plans are to replace two supervisor pickup trucks (\$76,000), one staff pickup truck, (\$32,000) and the 2000 model International dump truck (\$135,000), totaling \$243,000. These are scheduled replacements.

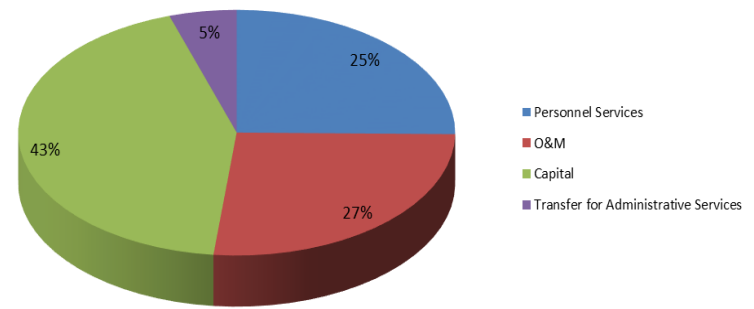
**Fees** – There are no fee change requests for the 2016-2017 fiscal year budget.

# BUDGET GRAPHS

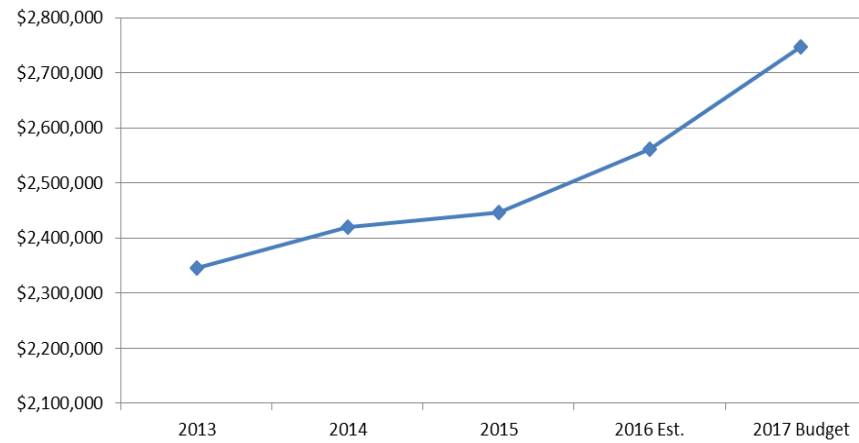
## 2017 Water Revenues



## 2017 Water Expenses



## Budget History (Less Capital)



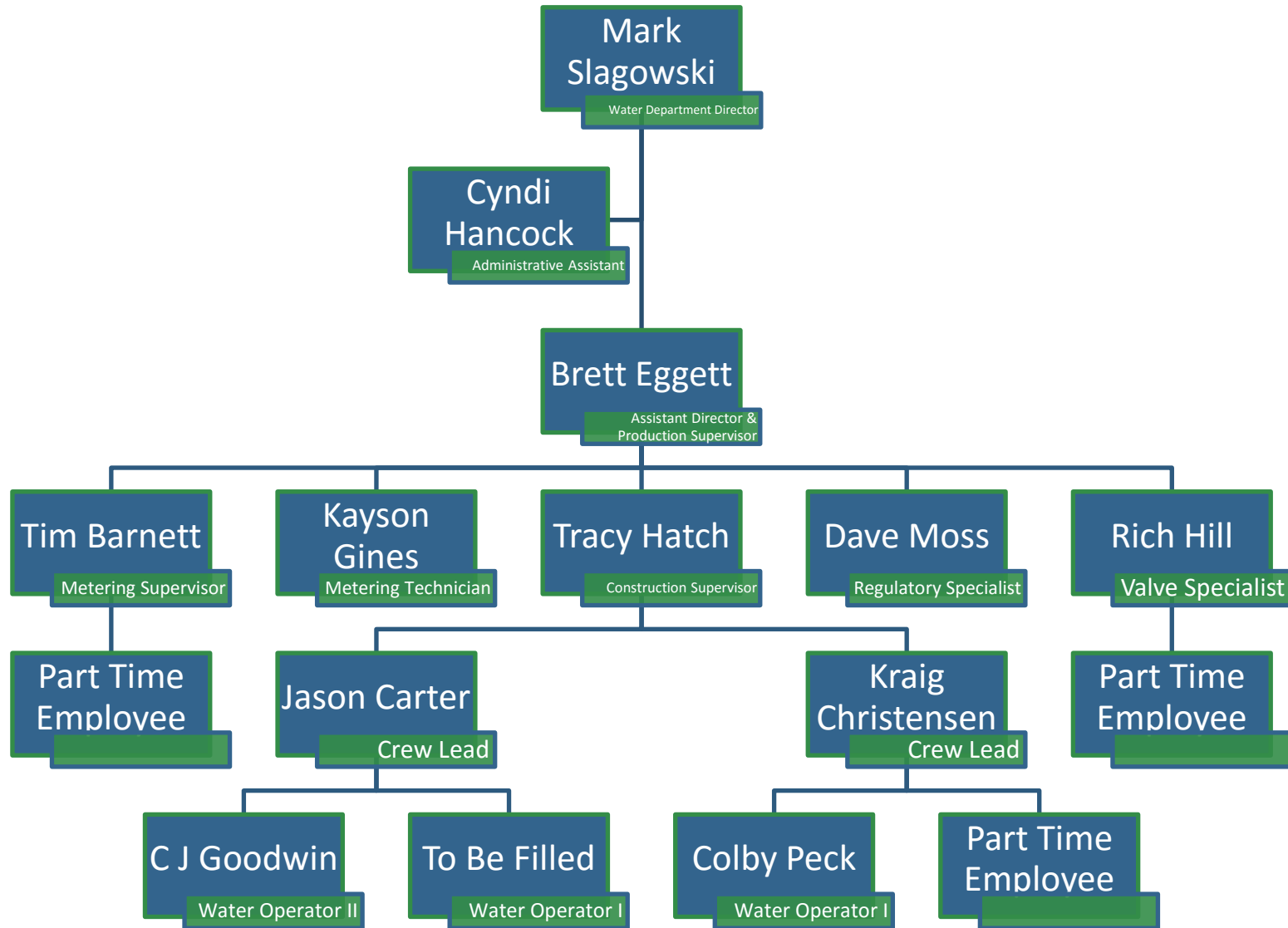
# BUDGET

1	WATER										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	OPERATING REVENUES													5
6	517000	369020	Income From Uncoll Accts	1,199	1,484	1,028	671	500	1,171	0	0	1,000	1,000	6
7	517000	371110	Metered Water Sales	3,026,147	4,061,091	3,933,010	1,818,376	2,150,000	3,968,376	4,100,000	4,100,000	4,000,000	(100,000)	7
8	517010	372400	Connection Fees	0	0	8,660	14,391	3,750	18,141	15,000	15,000	18,075	3,075	8
9	<b>TOTAL OPERATING REVENUES</b>			<b>3,027,346</b>	<b>4,062,575</b>	<b>3,942,697</b>	<b>1,833,438</b>	<b>2,154,250</b>	<b>3,987,688</b>	<b>4,115,000</b>	<b>4,115,000</b>	<b>4,019,075</b>	<b>(95,925)</b>	9
10														10
11	OPERATING EXPENSES													11
12	PERSONNEL SERVICES													12
13	515100	411000	Salaries - Perm Employees	711,665	712,310	770,803	414,514	400,000	814,514	835,205	835,205	843,454	8,249	13
14	515100	412000	Salaries-Temp & Part-Time	21,465	50,210	30,802	12,085	8,000	20,085	40,000	40,000	40,000	0	14
15	515100	413010	Fica Taxes	56,514	59,574	62,087	31,165	38,000	69,165	69,236	69,236	71,333	2,097	15
16	515100	413020	Employee Medical Ins	134,357	140,524	162,431	80,112	81,000	161,112	182,859	182,859	187,332	4,473	16
17	515100	413030	Employee Life Ins	3,659	4,040	4,355	2,121	2,200	4,321	4,861	4,861	5,016	155	17
18	515100	413040	State Retirement & 401 K	125,514	138,038	96,874	78,379	78,500	156,879	159,775	159,775	170,191	10,416	18
19	515100	413100	Retired Employee Benefits	(3,704)	3,421	3,999	1,182	1,200	2,382	2,836	2,836	4,829	1,993	19
20	515100	462180	Accrued Comp Time Exp	489	(85)	(105)	0	0	0	0	0	0	0	20
21	515100	462190	Accrued Sick Leave Exp	(737)	2,787	(8,397)	0	0	0	0	0	0	0	21
22	515100	462200	Accrued Vacation Expense	(9,298)	3,673	13,450	0	0	0	0	0	0	0	22
23	515100	491640	Trnsfr To Workers Comp	14,274	15,680	16,432	8,165	8,165	16,330	16,799	16,799	17,816	1,017	23
24	<b>TOTAL PERSONNEL SERVICES</b>			<b>1,054,198</b>	<b>1,130,173</b>	<b>1,152,731</b>	<b>627,723</b>	<b>617,065</b>	<b>1,244,788</b>	<b>1,311,571</b>	<b>1,311,571</b>	<b>1,339,970</b>	<b>28,399</b>	24
25														25
26	OPERATIONS & MAINTENANCE													26
27	515100	415000	Employee Education Reimb	0	0	0	545	545	1,090	1,500	1,500	3,000	1,500	27
28	515100	421000	Books Subscr & Mmbrshp	4,895	5,025	5,162	3,676	1,200	4,876	5,250	5,250	5,650	400	28
29	515100	422000	Public Notices	560	635	0	0	500	500	1,900	1,900	1,400	(500)	29
30	515100	423000	Travel & Training	9,415	8,472	11,482	2,505	7,800	10,305	9,400	9,400	10,600	1,200	30
31	515100	424000	Office Supplies	396	72	92	75	500	575	0	0	1,000	1,000	31
32	515100	425000	Equip Supplies & Maint	9,666	19,633	20,430	23,803	18,000	41,803	42,350	67,350	22,250	(20,100)	32
33	515100	426000	Bldg & Grnd Suppl & Maint	18,304	19,007	31,004	11,063	14,000	25,063	24,850	24,850	24,150	(700)	33
34	515100	427000	Utilities	543,757	500,371	508,208	215,563	300,000	515,563	540,000	540,000	540,180	180	34
35	515100	428000	Telephone Expense	11,487	8,603	9,053	7,475	7,500	14,975	15,400	15,400	13,900	(1,500)	35
36	515100	429300	Computer Hardware	4,107	8,036	5,699	5,352	2,400	7,752	7,724	7,724	7,650	(74)	36
37	515100	431000	Profess & Tech Services	27,010	33,181	66,141	16,842	37,000	53,842	56,770	56,770	61,270	4,500	37
38	515100	431050	Credit Card Merchant Fees	10,277	11,087	12,462	6,676	6,675	13,351	12,000	12,000	13,500	1,500	38
39	515100	431400	Landfill Fees	0	20,574	7,066	0	100	100	300	300	200	(100)	39
40	515100	448000	Operating Supplies	69,182	58,610	64,759	44,078	26,000	70,078	69,300	69,300	108,000	38,700	40
41	515100	448400	Dist System Repair & Maint	267,416	252,367	236,699	152,329	65,000	217,329	186,500	206,500	136,500	(50,000)	41
42	515100	448650	Meters	0	0	0	0	0	0	0	0	75,000	75,000	42
43	515100	451100	Insurance & Surety Bonds	17,710	18,763	21,159	20,827	0	20,827	22,267	22,267	22,270	3	43
44	515100	452300	Uncollectible Accounts	773	5,826	5,635	1,812	1,800	3,612	4,000	4,000	4,000	0	44
45	515100	453600	Loss-Deleted Fixed Assets	11,724	38,418	10,189	0	0	0	0	0	0	0	45
46	515100	461000	Miscellaneous Expense	1,517	1,087	3,267	956	1,000	1,956	3,100	3,100	3,100	0	46

# BUDGET (CONTINUED)

1	WATER										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	515100	461300	Street Opening Expense	130,106	125,438	119,223	93,981	40,000	133,981	129,350	129,350	128,250	(1,100)	5
6	515100	461400	Purchase Of Water	151,731	151,808	154,600	173,814	5,100	178,914	169,630	169,630	175,780	6,150	6
7	515100	466000	Contingency	0	0	0	0	0	0	50,000	50,000	50,000	0	7
8	515100	491150	Trnsfr To Admin Srvc	249,953	249,953	249,954	124,977	124,977	249,954	249,954	249,954	265,340	15,386	8
9	515100	491540	Trnsfr To Wtr Repl Rsrv	0	0	0	0	0	0	0	0	0	0	9
10	<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>			1,542,000	1,538,982	1,544,298	906,349	660,097	1,566,446	1,601,545	1,646,545	1,672,990	71,445	10
11														11
12	<b>TOTAL OPERATING EXPENSES</b>			2,596,198	2,669,155	2,697,029	1,534,072	1,277,162	2,811,234	2,913,116	2,958,116	3,012,960	99,844	12
13														13
14	<b>EARNINGS (LOSS) FROM OPERATIONS</b>			431,148	1,393,420	1,245,668	299,366	877,088	1,176,454	1,201,884	1,156,884	1,006,115	(195,769)	14
15														15
16	<b>NON-OPERATING REVENUES (EXPENSES)</b>													16
17	516000	369000	Sundry Revenues	5,510	4,537	634	2,798	3,000	5,798	8,000	8,000	7,000	(1,000)	17
18	516000	369300	Restitution - Misc	15,428	0	0	0	0	0	2,000	2,000	2,000	0	18
19	516010	361000	Interest Earnings	31,454	28,309	32,548	23,404	22,000	45,404	28,000	28,000	36,000	8,000	19
20	516020	364000	Gain on Fixed Asset Sales	0	0	6,513	0	2,000	2,000	23,600	23,600	6,000	(17,600)	20
21	518020	387120	Impact Fees	92,083	151,374	92,058	33,676	8,419	42,095	0	0	46,000	46,000	21
22	518030	387110	Cont Aid-Mains Ltrls Mtrs	111,329	157,349	20,276	28,545	7,136	35,681	27,570	27,570	834,500	806,930	22
23	<b>NON-OPERATING REVENUES - NET</b>			255,805	341,569	152,030	88,422	42,555	130,977	89,170	89,170	931,500	842,330	23
24									0					24
25	<b>EARNINGS (LOSS) BEFORE CAPITAL &amp; TRANSFERS</b>			686,953	1,734,989	1,397,698	387,788	919,643	1,307,431	1,291,054	1,246,054	1,937,615	646,561	25
26														26
27	<b>CAPITAL EXPENSES</b>													27
28	515100	472100	Buildings	0	0	0	0	0	0	0	0	250,000	250,000	28
29	515100	472120	Reservoirs	0	0	0	0	0	0	0	0	1,100,000	1,100,000	29
30	515100	472130	Wells	0	0	12,630	7,355	332,000	339,355	500,000	500,000	150,000	(350,000)	30
31	515100	473110	Water Mains	0	0	17,368	508,430	850,000	1,358,430	1,300,000	1,455,000	330,000	(970,000)	31
32	515100	474500	Machinery & Equipment	0	0	0	0	167,000	167,000	197,000	197,000	229,000	32,000	32
33	515100	474600	Vehicles	0	0	0	0	106,250	106,250	109,000	109,000	243,000	134,000	33
34	<b>TOTAL CAPITAL EXPENSES</b>			0	0	29,998	515,785	1,455,250	1,971,035	2,106,000	2,261,000	2,302,000	196,000	34
35	<i>Not included in "Net Earnings (Loss) Before Transfers" when depreciation included</i>													35
36														36
37	<b>Accrual Accounting Adjustments</b>													37
38	515100	454800	Depreciation Expense	766,345	924,214	769,603	0	0	0	N/A	N/A	N/A	N/A	38
39	515100	496000	Fixed Assets Adjustments	0	0	0	0	0	0	N/A	N/A	N/A	N/A	39
40	<b>Total Accrual Accounting Adjustments</b>			766,345	924,214	769,603	0	0	0	0	0	0	0	40
41														41
42	<b>TOTAL WATER EXPENSES</b>			3,362,543	3,593,369	3,496,630	2,049,857	2,732,412	4,782,269	5,019,116	5,219,116	5,314,960	295,844	42
43														43
44	<b>EARNINGS (LOSS) BEFORE TRANSFERS</b>			(79,392)	810,775	598,097	(127,997)	(535,607)	(663,604)	(814,946)	(1,014,946)	(364,385)	450,561	44
45														45
46	<b>TRANSFERS IN (OUT)</b>													46
47	518000	389010	Trnsfr-Unapprop Ret Erngs	0	0	0	0	0	0	814,946	814,946	0	(814,946)	47
48	518000	389100	Trnsfr-Replacement Rsrv	0	0	0	407,473	0	407,473	0	200,000	364,385	364,385	48
49	<b>TOTAL OPERATING TRANSFERS IN (OUT)</b>			0	0	0	407,473	0	407,473	814,946	1,014,946	364,385	(450,561)	49
50														50
51	<b>NET EARNINGS (LOSS)</b>			(79,392)	810,775	598,097	279,476	(535,607)	(256,131)	0	0	0	0	51

# ORGANIZATIONAL CHART



# LIGHT & POWER

## OVERVIEW

Bountiful City Light & Power (BCLP) provides electrical power to residential, commercial and industrial customers in Bountiful, Utah. BCLP is an enterprise fund owned by the City of Bountiful (the City) which means it is operated similar to a business, where the expenses of providing electricity and related services to its customers are recovered primarily through revenues from those customers for the electricity and services they use.

BCLP was created when the City bought the existing Bountiful Light & Power Company, built a power plant, and produced its first electricity on May 22, 1935.

Currently, BCLP supplies power to approximately 15,500 residential customers, 1,400 commercial customers and one industrial customer.

Throughout the year, BCLP supplies from approximately 20 megawatts (MW, one million watts) to over 80 MW of electrical power to its customers. The load varies from hour to hour and is affected by the time of day, the day of the week, the weather and the season. The record one-hour system peak is 80.886 MW, set on July 1, 2013.

BCLP's largest source of revenue, electric metered sales (EMS, sales of electricity to its customers), changes seasonally with customer usage-the highest peaks occur in the summer, lower peaks occur in the winter and the lowest points occur in the fall and spring. Air conditioning is the reason for the summer peaks, and heating and lighting are the reason for the winter peaks.

Weather can have the largest single impact on BCLP's ability to stay within its budget:

- Average seasonal temperatures, and the resulting demand for electrical power, are essentially built into BCLP's budget.
- Mild seasonal temperatures and the resulting low demand for power can result in BCLP not meeting its budget as its fixed costs do not decline with a decrease in EMS.
- Extremes in seasonal temperatures (too hot and/or too cold) and the resulting high demand for power can have:
  - o a positive impact on BCLP's budget if the cost of the extra power that BCLP must supply (from the market or its power plant) is lower than the price that power is sold for; or
  - o a negative impact if the cost of the extra power is higher than the price that power is sold for.

## OVERVIEW (CONTINUED)

Historically, BCLP has kept its rates lower than that of Rocky Mountain Power (RMP) and RMP's predecessors. Currently, BCLP's residential customers pay an average of 15.0% lower than they would on RMP.

BCLP's electrical system includes:

- Six substations in the City and two at its hydroelectric projects
- 16 miles of 46,000 volt transmission lines in the City
- 26 miles of transmission line to the City-owned Echo hydroelectric project
- 97 miles of 7,200 volt overhead distribution system lines
- 91 miles of 7,200 volt underground distribution system lines

BCLP has the following long-term power resources:

- 16 to 26 MW from the Colorado River Storage Project (CRSP) generated by the Glenn Canyon Dam at Lake Powell. This contract ends in 2024
- 0 to 30 MW from the coal-fired Intermountain Power Project (IPP) near Delta, Utah. This contract ends in 2027
- 5 MW from the coal-fired San Juan Unit No. 4 power plant (San Juan) in New Mexico. This contract ends in 2043

BCLP owns the following power resources:

- 32.3 MW (nameplate) from BCLP's natural-gas fired power plant
- 4.5 MW from the Echo hydroelectric project
- 1.8 MW from the PineView hydroelectric project



## GOALS & PROJECTS

BCLP's most important goal is the safety of its employees, its customers and anyone else that interacts with BCLP's electrical system.

In addition, BCLP continues to strive to:

- provide reliable electrical service
- be a low cost provider
- provide good customer service

BCLP must supply power to its customers regardless of the price it must pay to do so. Therefore, BCLP strives to buy and/or generate electricity at the most economical prices but it must also protect itself and its customers from excessive exposure to market price increases.

### Operating Expenses

BCLP's total operating expenses for Fiscal Year 2016-2017 are budgeted at \$22,680,299, down \$1,015,318. This includes personnel services and operations and maintenance expenses.

BCLP continues to place great emphasis on maintaining its transmission and distribution substations and systems, metering systems and power plant. The budget includes the ongoing replacement of transformers, wire, poles, meters, etc., upgrading them when feasible, trimming of trees from the power system and regular maintenance at the power plant.

### Capital Expenditures

BCLP's total capital expenditures for Fiscal Year 2017 is budgeted at \$3,129,000, down \$3,296,000. This includes:

- Office and warehouse at \$300,000 includes asphalt and drainage system work, transformer oil containment, replacing the yellow shed, painting the dock and developing the Harrison property.
- Transmission sub-station at \$35,000 to install security cameras at the 138 KV sub-station.
- Distribution sub-station at \$30,000 for fiber terminations.
- Distribution system at \$200,000 to begin an upgrade of the meter collection system.
- M&E Plant at \$500,000 to install a new control package for turbine #1.
- Vehicles at \$254,000 to replace the on-call truck, a service truck and a backhoe.

## GOALS & PROJECTS (CONTINUED)

- Construction in Progress (CIP) Transmission Substation at \$1,200,000 for engineering and a partial payment for a new transformer to begin the upgrade of the 138 KV sub-station
- CIP Distribution System Feeder #573 at \$200,000 in conjunction with the SW substation upgrade.
- CIP Distribution System Feeder #575 at \$300,000 in conjunction with the SW substation upgrade.
- CIP Distribution System at \$110,000 to rebuild line at 1209 N. Main.

## LINE-ITEM HIGHLIGHTS

The following is a description of all changes in BCLP budget line items that are \$10,000 or greater from Fiscal Year 2015-2016 to Fiscal Year 2016-2017.

### **Operating Revenues:**

Total Operating Revenues are budgeted at \$26,911,171, up \$383,439.

### **Acct # 537000-363010 Power Line Underground Repair.**

Decreased to \$0 as this previously optional insurance program for residential customers with underground systems is included in the proposed increases in the Monthly Customer Charges.

### **Acct # 537010-372400 Connection Fees.**

Increased \$15,000 to bring this line item closer to historical experience.

### **Acct # 538030-372410 Contribution in Aid To Construction.**

Increased \$30,000 to bring this line item closer to historical experience.

### **Acct # 537000-375100 Electric Metered Sales (EMS).**

Increased \$760,000: up \$200,000 to bring this line item closer to historical experience and up \$560,000 with the proposed increases in the monthly customer charges for residential, small commercial, and large commercial customers, and net metering customers. [Note: no increases have been proposed for the kilowatt hour (kWh) or demand (kW) rates for any customer class].

## LINE-ITEM HIGHLIGHTS (CONTINUED)

**Acct # 537000-375300 Air Products Income.**

Decreased \$401,450 to more closely match their anticipated usage.

**Operating Expense – Personnel Services**

Total Personnel Services expenses are budgeted at \$4,316,854, up \$150,352. All labor and benefits budget amounts for each employee, all subtotals and the total have been matched to Bountiful City's Human Resources data as of June 3, 2016.

Total Personnel Services includes:

- Employees at 34 full-time (unchanged) and five permanent part-time (unchanged).
- Merit increases for 13 employees.
- A 1.0% cost of living adjustment (COLA) for all exempt employees, and a 2.0% COLA for all non-exempt employees.
- Increased health insurance rates.
- Total Labor is \$2,913,024, up \$121,355 with the merit and COLA increases.
- Total Benefits at \$1,403,829, up \$28,997 with increased health insurance rates and state retirement / 401K.

Note: The process of determining budget amounts for each Personnel Services line item is as follows:

1. Match each employee line item details, subtotals, and total to Human Resources data.
2. Identify specific budget amounts for line items whenever possible; this is done for each benefits budget line, and the labor budget lines for the plant (new for Fiscal Year 2016-2017), meter reading, administrative, engineering, and power commission.
3. Allocate budget amounts for the remaining labor budget lines according to the percentage of their actual results in the most recently completed fiscal year (FY 2014-2015).

**Operating Expense – Operations & Maintenance**

Total Operating Expenses for Operations & Maintenance are budgeted at \$18,363,445, down \$1,165,670.

**Acct # 535300-424002 Office & Warehouse**

Increased \$48,586 with building maintenance, roof repair items and custodial services

**Acct # 535300-431000 Professional & Technical Services**

Increased \$29,966 to include the cost of a service/rate study

## LINE-ITEM HIGHLIGHTS (CONTINUED)

### **Acct # 535300-445201 Safety Equipment**

Increased \$18,841 with 13 AED defibrillators

### **Acct # 535300-448611 Natural Gas**

Decreased \$560,000 due to market power purchases that were lower than our natural gas operating costs.

### **Acct # 535300-448614 Plant Equipment Repairs**

Decreased \$505,000 as the control package upgrade for the #1 turbine was moved to capital expenditure

### **Acct # 535300-448615 Plant Building Repairs**

Increased \$31,958 to change the plant to the new City logo

### **Acct # 535300-448620 Power Purchased from CRSP**

Increased \$10,454 with higher transmission and scheduling expenses

### **Acct # 535300-448622 Power Purchased from San Juan**

Decreased \$15,144 with revised maintenance costs from the San Juan plant

### **Acct # 535300-448626 Power Purchased from UAMPS (Pool, etc.)**

Decreased \$291,755 with lower expected power purchases from the market

### **Acct # 535300-448630 Transmission**

Increased \$130,000 to replace 21 poles from 300 S. Davis Blvd. to Moss Hills Dr.

### **Acct # 535300-448632 Distribution**

Decreased \$14,323 with normal changes in budgeted upgrade and repair projects

### **Acct # 535300-448636 Special Equipment**

Increased \$27,424 to purchase a phase indicator and a Fluke power quality meter/recorder

## LINE-ITEM HIGHLIGHTS (CONTINUED)

### **Acct # 535300-448637 Transformers**

Increased \$15,000 for budgeted upgrades and expected usage

### **Acct # 535300-448639 Substation**

Decreased \$35,176 as the installation of security cameras was moved to capital expenditures

### **Acct # 535300-448640 SCADA (Supervisory Control And Data Acquisition)**

Decreased \$152,629 with the completion of the Survalent hardware upgrade

### **Acct # 535300-448641 Communication Equipment**

Increased \$27,071 for a digital base station, FCC license and 28 truck radios.

### **Acct # 535300-466000 Contingency**

Increased \$5,212 to balance operating expenses.

### **Acct # 535300-491150 Transfer To Administrative Services**

Increased \$34,571 to reimburse the City for the cost of the services it provides to the Enterprise Funds including the Power Department.

### **Non-Operating Revenues & Expenses**

Total Non-Operating Revenues and Expenses are budgeted at a net expense of \$793,130, down \$33,746.

### **Acct # 536000-369000 Sundry Revenues**

Increased \$16,930 to match anticipated income.

### **Acct # 536010-361000 Interest Income on Operating Cash**

Increased \$12,643 with a higher estimated average operating cash balance.

### **Acct # 535300-481000 Principal on Bonds**

Increased \$10,000 in accordance with the bond payment amortization schedule.

## LINE-ITEM HIGHLIGHTS (CONTINUED)

### **Acct # 535300-482000 Interest on Bonds**

Decreased \$18,623 in accordance with the bond payment amortization schedule.

### **Capital Expenses**

Total Capital Expenses are budgeted at \$3,129,000, down \$3,296,000.

### **Acct # 535300-472100 Buildings**

Decreased \$1,800,000 with completion of upgrades to the office building and property. FY 2017 includes asphalt and drainage system work, transformer oil containment, replacing the yellow shed, painting the dock and developing the Harrison property. Funded by transfer revenues from unappropriated retained earnings

### **Acct # 535300-473120 Transmission Substation**

Increased \$35,000 to install security cameras

### **Acct # 535300-473130 Distribution Substations**

Increased \$30,000 to install fiber terminations

### **Acct # 535300-473135 Distribution System**

Increased \$200,000 to begin an upgrade of the meter collection system. Funded by transfer revenues from unappropriated retained earnings.

### **Acct # 535300-474505 M&E Plant**

Increased \$500,000 to install a new control package for turbine #1. Funded by transfer revenues from unappropriated retained earnings

### **Acct # 535300-474600 M&E Vehicles**

Increased \$49,000 to replace the on-call truck, a service truck, and a backhoe

### **Acct # 535300-474710 Construction In Progress (CIP) Transmission Substation**

Increased \$1,200,000 for engineering and a partial payment for a new transformer to upgrade the 138 KV substation. Funded by transfer revenues from unappropriated retained earnings

### **Acct # 535300-474780 CIP Distribution Substation SW Substation**

Decreased \$3,500,000 to \$0 with the completion of the substation rebuild project

## LINE-ITEM HIGHLIGHTS (CONTINUED)

### **Acct # 535300-474810 CIP Distribution System Feeder #573**

Decreased \$120,000 for remaining work on Feeder #573

### **Acct # 535300-474830 CIP Distribution System Rebuild at 1209 N. Main Street**

Increased \$110,000 to rebuild the line at 1209 N. Main Street

### **Operating Transfers In (Out)**

Total Operating Transfers In (Out) budgeted at \$308,742 net transfers out (a net expense), down \$4,728,503

### **Acct # 538000-389010 Transfers In From Unappropriated Retained Earnings**

Decreased \$4,652,000 to fund:

- \$300,000 for the office and warehouse
- \$200,000 for the meter collector system
- \$500,000 for the #1 turbine control package
- \$1,200,000 for the 138 KV Transmission Substation

### **Acct # 535300-492000 Contribution to General Fund**

Increased \$76,000 with the increase in budgeted EMS

## RATES, FEES, AND DEPOSITS

For the FY 2016-2017 budget, there are proposed increases to the monthly customer charges for all residential, small commercial, and large commercial customers, and net metering customers for a total overall increase of 2.3%. This includes the following items:

- Residential from \$4.20 to \$6.00.
  - Discontinue the Power Line Underground Service (PLUGS) program and include it in the monthly customer charge.
- Small Commercial from \$7.14 to \$10.00.
- Large Commercial from \$26.25 to \$54.00.
- Net Metering Residential from \$7.14 to \$10.00.
- Net Metering Small Commercial from \$10.00 to \$14.00
- Net Metering Large Commercial no change.

## **RATES, FEES, AND DEPOSITS (CONTINUED)**

In addition, the following changes have been proposed:

- Temporary panel rental from \$26.25 to \$30.00.
- Combine the seasonal service activate and deactivate fees and require them to be paid up front (but no increase).
- Combine the temporary service install and remove fees and require them to be paid up front (but no increase).

There are no other increases to rates, fees, or deposits.

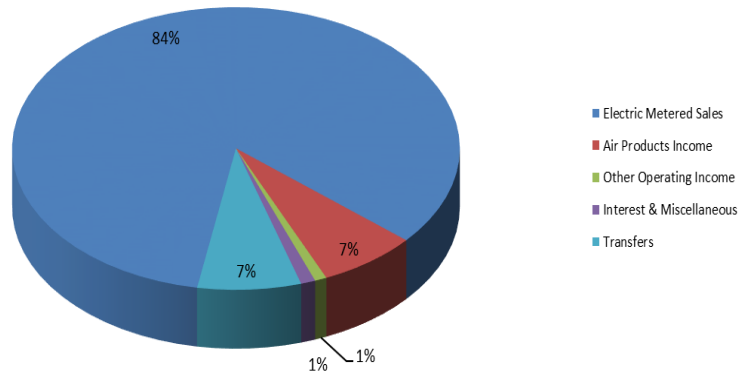
BCLP's "Electric Rate Schedules" and "Electric Service Policies and Electric Service Agreements" document includes the above proposed changes to its Rates, Fees, and Deposits. It also includes:

- Discontinuance of certain types of security area lighting and street lighting.
- Clarifications regarding customer's installation and equipment, line extension costs, and the exceptions to termination policy.

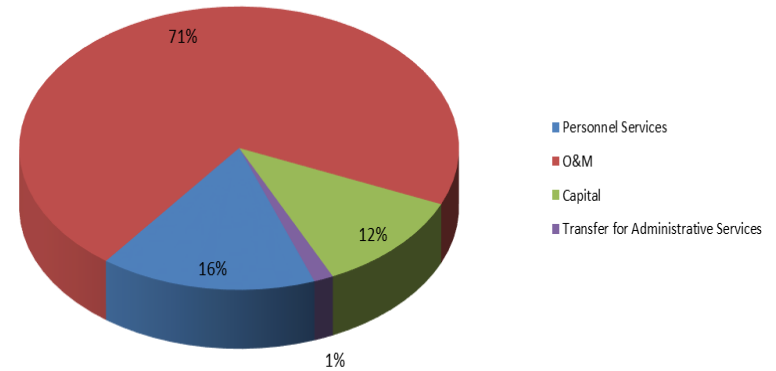


# BUDGET GRAPHS

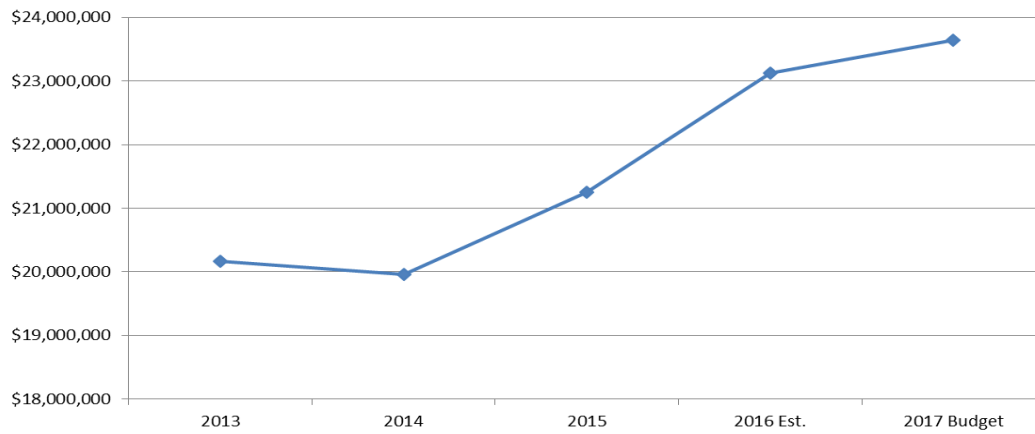
## 2017 Light & Power Revenues



## 2017 Light & Power Expenses



## Budget History (Less Capital)



# BUDGET

1	LIGHT & POWER													1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	OPERATING REVENUES													5
6	537030	362000	Rental Income	45,524	35,406	36,036	14,721	20,811	35,532	35,532	35,532	36,421	889	6
7	537000	363010	Power Line Underground Repair	22,522	22,733	23,042	9,233	9,909	19,142	21,000	21,000	0	(21,000)	7
8	537010	372400	Connection Fees	74,780	82,079	95,641	52,708	54,856	107,564	71,200	71,200	86,200	15,000	8
9	538030	372410	Contrib In Aid To Construction	186,050	162,863	210,693	154,044	50,000	204,044	100,000	100,000	130,000	30,000	9
10	537000	375100	Electric Metered Sales	24,394,453	23,955,880	23,202,093	10,373,511	13,392,108	23,765,619	23,800,000	23,800,000	24,560,000	760,000	10
11	537000	375300	Air Products Income	2,568,479	2,545,129	2,401,930	901,220	1,141,393	2,042,613	2,500,000	2,500,000	2,098,550	(401,450)	11
12	<b>TOTAL OPERATING REVENUES</b>			<b>27,291,808</b>	<b>26,804,090</b>	<b>25,969,435</b>	<b>11,505,437</b>	<b>14,669,077</b>	<b>26,174,514</b>	<b>26,527,732</b>	<b>26,527,732</b>	<b>26,911,171</b>	<b>383,439</b>	12
13	OPERATING EXPENSES													13
14	PERSONNEL SERVICES													14
15	PERSONNEL SERVICES													15
16	535300	411140	Plant Labor	503,413	504,383	507,541	224,059	316,071	540,130	540,130	540,130	450,981	(89,149)	16
17	535300	411141	Echo Hydro Labor	3,345	8,831	11,889	6,348	3,109	9,457	9,457	9,457	14,180	4,723	17
18	535300	411142	PineView Hydro Labor	5,485	18,432	11,942	4,050	15,689	19,739	19,739	19,739	14,243	(5,496)	18
19	535300	411150	Transmission Labor	11,571	2,331	408	1,485	1,011	2,496	2,496	2,496	486	(2,010)	19
20	535300	411151	Hydro Transmission Labor	829	0	112	2,009	(2,009)	0	0	0	134	134	20
21	535300	411152	Distribution Labor	1,164,827	1,178,621	1,161,917	594,802	667,352	1,262,154	1,262,154	1,262,154	1,385,815	123,661	21
22	535300	411153	Street Light Labor	39,944	76,672	54,472	22,754	59,352	82,106	82,106	82,106	64,969	(17,137)	22
23	535300	411154	Security Lighting Labor	301	0	0	487	(487)	0	0	0	0	0	23
24	535300	411155	Vehicle Labor	0	9	0	0	10	10	10	10	0	(10)	24
25	535300	411157	PCB Disposal Labor	0	0	0	229	(229)	0	0	0	0	0	25
26	535300	411158	Substation Labor	68,444	141,523	175,736	61,474	90,079	151,553	151,553	151,553	209,600	58,047	26
27	535300	411159	SCADA Labor	10,407	19,477	23,817	19,125	1,732	20,857	20,857	20,857	28,406	7,549	27
28	535300	411160	Communication Equipment Labor	0	236	1,586	1,201	(948)	253	253	253	1,891	1,638	28
29	535300	411161	Traffic Signal Labor	3,105	10,922	11,691	6,640	5,056	11,696	11,696	11,696	13,944	2,248	29
30	535300	411165	Meter Reading Labor	7,627	17,358	21,968	9,786	10,802	20,588	20,588	20,588	22,826	2,238	30
31	535300	411166	Administrative Labor	455,252	464,882	458,754	232,120	240,689	472,809	472,809	472,809	497,244	24,435	31
32	535300	411167	Engineering Labor	100,652	135,427	176,957	87,973	104,473	192,446	192,446	192,446	202,129	9,683	32
33	535300	411168	Comp Time Labor	7,240	0	0	0	0	0	0	0	0	0	33
34	535300	411169	Power Commission Allowance	4,643	4,964	4,793	2,464	2,912	5,376	5,376	5,376	6,177	801	34
35	535300	413010	Fica Taxes	177,669	187,227	195,439	94,001	120,797	214,798	214,798	214,798	222,846	8,048	35
36	535300	413020	Employee Medical Ins	350,860	387,023	447,745	215,885	301,965	517,850	517,850	517,850	528,237	10,387	36
37	535300	413030	Employee Life Ins	12,122	14,031	14,566	6,897	9,152	16,049	16,049	16,049	16,553	504	37
38	535300	413040	State Retirement & 401 K	400,661	449,146	313,998	239,776	278,271	518,047	518,047	518,047	534,800	16,753	38
39	535300	413100	Retired Employee Benefits	(11,774)	10,873	12,709	3,756	5,259	9,015	9,015	9,015	15,348	6,333	39
40	535300	462180	Accrued Comp Time Exp	(664)	(66)	1,222	0	(71)	(71)	(71)	(71)	0	71	40
41	535300	462190	Accrued Sick Leave Exp	6,192	10,383	(56,491)	0	11,118	11,118	11,118	11,118	0	(11,118)	41
42	535300	462200	Accrued Vacation Expense	22,132	4,763	20,637	0	5,100	5,100	5,100	5,100	0	(5,100)	42
43	535300	491640	Trnsfr To Workers Comp	70,414	75,613	79,391	38,587	44,339	82,926	82,926	82,926	86,045	3,119	43
44	<b>TOTAL PERSONNEL SERVICES</b>			<b>3,414,696</b>	<b>3,723,061</b>	<b>3,652,798</b>	<b>1,875,907</b>	<b>2,290,595</b>	<b>4,166,502</b>	<b>4,166,502</b>	<b>4,166,502</b>	<b>4,316,854</b>	<b>150,352</b>	44

# BUDGET (CONTINUED)

1	LIGHT & POWER			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3													3	
4													4	
5	OPERATIONS & MAINTENANCE												5	
6	535300	415000	Employee Education Reimb	0	0	0	0	950	950	950	950	950	0	6
7	535300	421000	Books Subscr & Mmbrshp	13,517	14,255	14,153	13,850	561	14,411	14,411	14,511	100	7	
8	535300	422000	Public Notices	9,141	3,347	2,523	421	1,852	2,273	5,912	5,912	9,450	3,538	8
9	535300	423000	Travel & Training	37,372	27,992	23,238	10,115	36,040	46,155	46,155	46,155	52,000	5,845	9
10	535300	423001	Education Benefit	3,430	3,228	4,692	2,928	3,672	6,600	6,600	3,600	(3,000)	10	
11	535300	423002	Travel Board Members	15,485	11,870	15,605	5,839	10,991	16,830	16,830	16,830	18,000	1,170	11
12	535300	424000	Office Supplies	76	0	0	59	0	59	0	0	0	0	12
13	535300	424001	Drafting	1,103	2,390	804	123	2,127	2,250	2,250	2,250	2,250	0	13
14	535300	424002	Office & Warehouse	56,868	49,860	57,072	10,603	57,953	68,556	44,180	44,180	92,766	48,586	14
15	535300	429300	Computer	22,174	27,284	29,258	25,227	50,569	75,796	75,796	75,796	75,866	70	15
16	535300	431000	Profess & Tech Services	9,051	8,062	6,514	2,023	3,711	5,734	5,734	5,734	35,700	29,966	16
17	535300	431001	Blue Stake & Location	4,127	9,322	8,366	1,250	7,750	9,000	9,000	9,000	9,000	0	17
18	535300	431050	Credit Card Merchant Fees	85,817	98,050	110,118	58,986	58,911	117,897	126,000	126,000	126,000	0	18
19	535300	431100	Legal And Auditing Fees	26,702	22,622	22,622	21,418	0	21,418	22,622	22,622	22,622	0	19
20	535300	431400	Landfill Fees	0	3,698	7,313	384	372	756	6,300	6,300	7,700	1,400	20
21	535300	445201	Safety Equipment	23,948	35,499	17,816	9,667	14,633	24,300	24,300	24,300	43,141	18,841	21
22	535300	445202	Uniforms	17,613	21,414	16,393	7,445	22,581	30,026	30,026	30,026	29,700	(326)	22
23	535300	448610	Fuel Oil	7,318	(127)	(7)	0	0	0	0	0	0	0	23
24	535300	448611	Natural Gas	1,707,665	1,481,436	998,532	458,306	410,002	868,308	1,270,000	1,270,000	710,000	(560,000)	24
25	535300	448612	Lube Oil	(53)	11,356	0	0	0	0	0	0	0	0	25
26	535300	448613	Plant	58,560	190,307	112,351	93,443	126,404	219,847	396,248	396,248	387,260	(8,988)	26
27	535300	448614	Plant Equipment Repairs	222,596	175,140	1,220,152	11,289	58,104	69,393	686,900	686,900	181,900	(505,000)	27
28	535300	448615	Plant Building Repairs	4,077	8,450	4,006	861	1,740	2,601	10,242	10,242	42,200	31,958	28
29	535300	448616	Plant Storage Tank Fees	2,998	1,375	8,523	0	2,000	2,000	37,500	37,500	42,500	5,000	29
30	535300	448620	Power Purch CRSP	3,491,694	3,500,967	3,530,492	1,428,503	1,776,785	3,205,288	3,622,917	3,622,917	3,633,371	10,454	30
31	535300	448621	Power Purch IPP	2,994,814	18,532	22,876	7,034	9,694	16,728	16,728	16,728	15,960	(768)	31
32	535300	448622	Power Purch San Juan	1,852,641	2,159,856	1,917,025	620,006	1,347,839	1,967,845	2,565,556	2,565,556	2,550,412	(15,144)	32
33	535300	448626	Power Purch UAMPS (Pool)	3,147,920	5,730,181	6,597,692	3,246,474	5,343,312	8,589,786	7,552,183	7,552,183	7,260,428	(291,755)	33
34	535300	448627	Echo Hyrdo	248,550	197,447	354,119	26,640	301,241	327,701	327,701	327,701	329,734	2,033	34
35	535300	448628	Pineview Hydro	70,884	61,393	74,197	50,142	67,627	117,769	117,769	117,769	127,429	9,660	35
36	535300	448630	Transmission	14,044	4,380	4,958	4,831	20,169	25,000	25,000	25,000	155,000	130,000	36
37	535300	448631	Hyrdo Transmission	14,597	15,136	14,785	15,016	2,000	17,016	35,524	35,524	35,017	(507)	37
38	535300	448632	Distribution	872,128	839,469	1,043,848	437,166	463,457	900,623	900,623	900,623	886,300	(14,323)	38
39	535300	448633	Street Light	41,563	103,777	90,576	15,372	34,208	49,580	80,000	80,000	85,000	5,000	39
40	535300	448634	Security Lighting	0	0	0	0	0	0	500	500	500	0	40
41	535300	448635	Vehicles	88,954	76,737	75,636	28,221	67,639	95,860	95,860	95,860	104,900	9,040	41
42	535300	448636	Special Equipment	14,901	69,881	16,606	7,679	13,877	21,556	17,556	17,556	44,980	27,424	42
43	535300	448637	Transformers	250,302	172,030	191,263	83,845	101,155	185,000	185,000	185,000	200,000	15,000	43
44	535300	448638	PCB Disposal	6,216	35,242	7,032	385	15,000	15,385	7,500	7,500	6,000	(1,500)	44
45	535300	448639	Substation	20,309	128,768	39,103	5,147	43,496	48,643	93,643	93,643	58,467	(35,176)	45
46	535300	448640	SCADA	10,742	9,781	27,761	0	194,629	194,629	174,629	174,629	22,000	(152,629)	46
47	535300	448641	Communication Equipment	37,487	41,272	42,111	17,862	43,598	61,460	46,460	46,460	73,531	27,071	47
48	535300	448642	Traffic Signal	0	24	46	109	0	109	0	0	0	0	48
49	535300	448643	Easements	0	460	30	10	480	490	1,000	1,000	1,000	0	49
50	535300	448650	Meters	43,940	47,105	43,440	18,754	39,128	57,882	57,882	62,910	5,028	50	
51	535300	451100	Insurance & Surety Bonds	121,420	128,640	131,636	133,697	0	133,697	138,218	138,218	133,697	(4,521)	51
52	535300	461000	Miscellaneous Expense	5,455	6,487	11,035	2,661	2,077	4,738	7,500	7,500	8,500	1,000	52

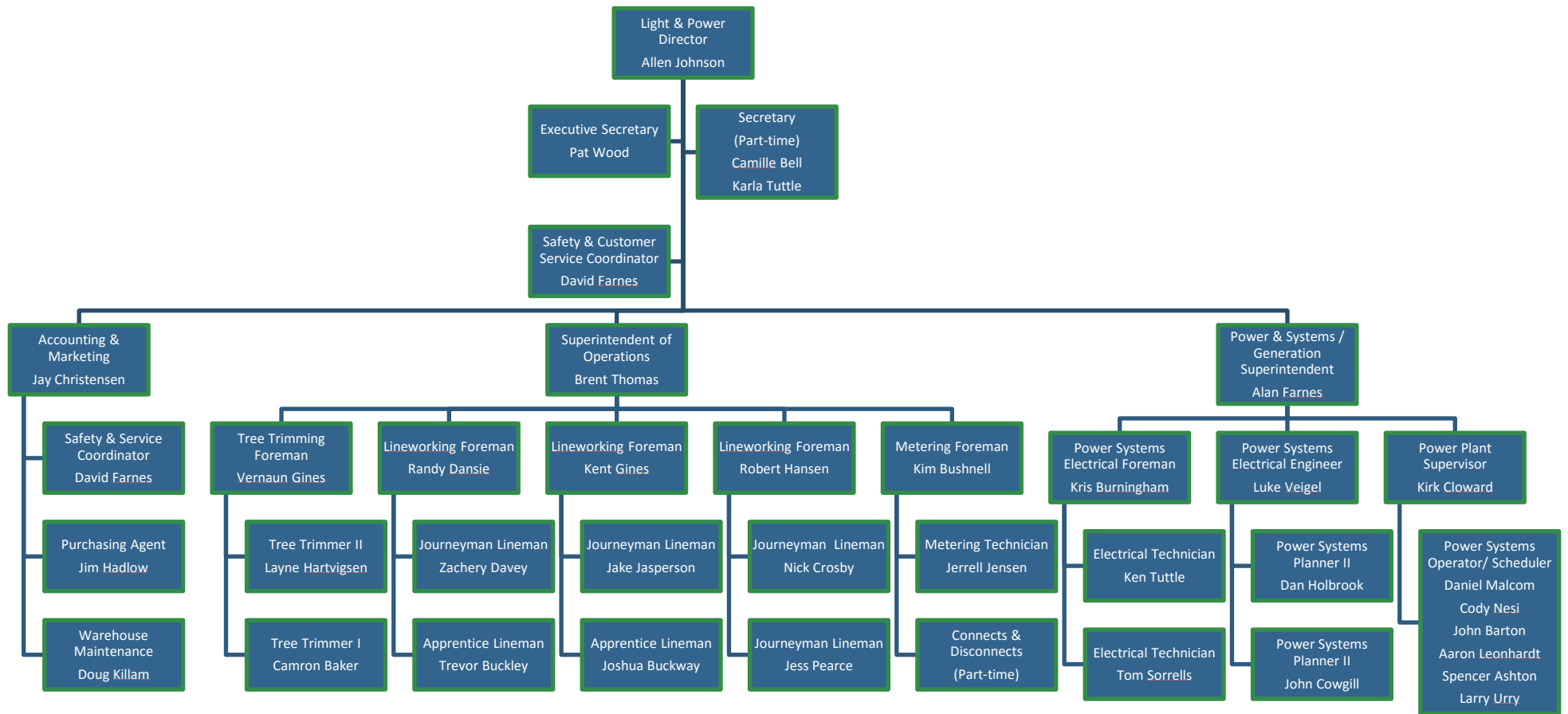
# BUDGET (CONTINUED)

1	LIGHT & POWER													1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	535300	466000	Contingency	0	0	0	0	0	0	264,410	264,410	269,622	5,212	5
6	535300	491150	Trnsfr To Admin Srvc	357,000	357,000	357,000	178,500	178,500	357,000	357,000	357,000	391,571	34,571	6
7	<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>			16,037,163	15,913,409	17,275,325	7,062,110	10,936,834	17,998,944	19,529,115	19,529,115	18,363,445	(1,165,670)	7
8														8
9	<b>TOTAL OPERATING EXPENSES</b>			19,451,859	19,636,469	20,928,123	8,938,017	13,227,429	22,165,446	23,695,617	23,695,617	22,680,299	(1,015,318)	9
10														10
11	<b>EARNINGS (LOSS) FROM OPERATIONS</b>			7,839,948	7,167,620	5,041,312	2,567,420	1,441,648	4,009,068	2,832,115	2,832,115	4,230,872	1,398,757	11
12														12
13	<b>NON-OPERATING REVENUES (EXPENSES)</b>													13
14	533000	331210	FEMA Federal Assistance	8,850	0	0	0	0	0	0	0	0	0	14
15	533000	335000	Federal Bnd Intrst Subsidy	293,739	268,492	258,634	87,434	0	87,434	256,922	256,922	250,219	(6,703)	15
16	536000	363015	Sales Tax Vendor Discount	12,740	12,462	12,085	6,670	6,263	12,933	12,000	12,000	12,000	0	16
17	536000	369000	Sundry Revenues	82,266	117,587	129,273	43,855	45,739	89,594	50,881	50,881	67,811	16,930	17
18	536010	361000	Interest Earnings	151,922	149,593	195,025	138,590	141,236	279,826	142,817	142,817	155,460	12,643	18
19	536010	361010	Interest Inc Rate Stabilize	50,912	42,999	43,151	21,872	25,982	47,854	52,239	52,239	52,742	503	19
20	536010	361012	Interest Inc UAMPS	4,234	3,843	3,063	2,018	1,993	4,011	4,000	4,000	3,000	(1,000)	20
21	536010	361014	Interest Inc 2010 Bond	3,553	2,509	2,579	1,956	1,577	3,533	3,000	3,000	2,500	(500)	21
22	536020	364000	Gain on Fixed Asset Sales	14,616	19,669	11,454	0	0	0	3,000	3,000	6,000	3,000	22
23	537000	369020	Income From Uncoll Accts	9,741	11,868	7,881	4,830	4,492	9,322	10,000	10,000	10,000	0	23
24	535300	452300	Uncollectible Accounts	(29,013)	(25,299)	(46,880)	(17,881)	(16,065)	(33,946)	(80,000)	(80,000)	(80,000)	0	24
25	535300	453101	Interest Exp Customer Deposits	(4,365)	(3,440)	(3,727)	(2,289)	(2,403)	(4,692)	(8,500)	(8,500)	(8,250)	250	25
26	535300	481000	Princippal on Bonds	0	0	0	(655,000)	0	(655,000)	(655,000)	(655,000)	(665,000)	(10,000)	26
27	535300	482000	Interest on Bonds	(1,028,995)	(641,542)	(628,372)	(207,917)	(407,319)	(615,235)	(615,235)	(615,235)	(596,612)	18,623	27
28	535300	483500	Arbitrage Compliance Fees	0	0	0	(2,550)	0	(2,550)	0	0	0	0	28
29	535300	484000	Paying Agents Fees	(2,957)	(2,957)	(3,000)	(2,011)	(989)	(3,000)	(3,000)	(3,000)	(3,000)	0	29
30	<b>NON-OPERATING REVENUES - NET</b>			(432,757)	(44,216)	(18,834)	(580,422)	(199,494)	(779,916)	(826,876)	(826,876)	(793,130)	33,746	30
31														31
32	<b>EARNINGS (LOSS) BEFORE CAPITAL AND TRANSFERS</b>			7,407,191	7,123,404	5,022,479	1,986,998	1,242,154	3,229,152	2,005,239	2,005,239	3,437,742	1,432,503	32
33														33
34	<b>CAPITAL EXPENSES</b>													34
35	535300	471100	Land	0	0	0	252,268	0	252,268	0	253,000	0	0	35
36	535300	472100	Buildings	0	0	0	1,741,794	990,340	2,732,134	2,100,000	2,100,000	300,000	(1,800,000)	36
37	535300	473120	Trans Substations	0	0	0	0	0	0	0	0	35,000	35,000	37
38	535300	473130	Dist Substations	0	0	0	0	0	0	0	0	30,000	30,000	38
39	535300	473135	Dist System	0	0	0	0	0	0	0	0	200,000	200,000	39
40	535300	474505	M&E Plant	0	22,999	0	0	100,000	100,000	0	0	500,000	500,000	40
41	535300	474600	Vehicles	0	284,455	0	111,417	0	111,417	205,000	205,000	254,000	49,000	41
42	535300	474710	CIP 01 Trans Substation	623,398	0	0	0	0	0	0	0	1,200,000	1,200,000	42
43	535300	474730	CIP 03 M&E PineView	0	51,332	0	0	0	0	0	0	0	0	43
44	535300	474740	CIP 04 Trans Sys East Loop	0	0	0	0	0	0	0	0	0	0	44
45	535300	474760	CIP 06 Dist Sys 550 N 400 E	0	43,951	0	0	0	0	0	0	0	0	45
46	535300	474770	CIP 07 Dist Sys F#573 IntTie	0	0	0	0	0	0	0	0	0	0	46
47	535300	474780	CIP 08 Dist Sub SW Sub	0	0	0	1,231,149	2,618,851	3,850,000	3,500,000	3,500,000	0	(3,500,000)	47

## BUDGET (CONTINUED)

1	LIGHT & POWER										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Dollar		2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	535300	474785	CIP 08 Dist Sub SW Sub Labor	0	0	0	28,522	2,739	31,261	0	0	0	0	5
6	535300	474790	CIP 09 Dist Sys 500 S 500 W	0	0	70	0	0	0	0	0	0	0	6
7	535300	474795	CIP 09 ??? Labor	0	0	30,100	0	0	0	0	0	0	0	7
8	535300	474805	CIP 10 ??? Labor	0	0	6,670	0	0	0	0	0	0	0	8
9	535300	474810	CIP 11 Dist Sys Feeder #573	0	0	0	0	0	0	320,000	320,000	200,000	(120,000)	9
10	535300	474820	CIP 12 Dist Sys Feeder #575	0	0	0	0	0	0	300,000	300,000	300,000	0	10
11	535300	474830	CIP ?? Dist Sys Rebuild Line at 1209 N Main	0	0	0	0	0	0	0	0	110,000	110,000	11
12	<b>TOTAL CAPITAL EXPENSES</b>			<b>625,411</b>	<b>404,751</b>	<b>38,855</b>	<b>3,365,149</b>	<b>3,711,930</b>	<b>7,077,080</b>	<b>6,425,000</b>	<b>6,678,000</b>	<b>3,129,000</b>	<b>(3,296,000)</b>	12
13	<i>Not included in "Earnings (Loss) Before Operating Transfers" when depreciation included.</i>													13
14														14
15	<b>Accrual Accounting Adjustments</b>													15
16	535300	454800	Depreciation Expense	2,819,144	2,549,598	1,996,781	0	0	0	N/A	N/A	N/A	N/A	16
17	535300	496000	Fixed Assets Adjustments	0	0	0	0	0	0	N/A	N/A	N/A	N/A	17
18	535300	496100	Principal on Bond Adjustments	0	0	0	0	0	0	N/A	N/A	N/A	N/A	18
19	<b>Total Accrual Accounting Adjustments</b>			<b>2,819,144</b>	<b>2,549,598</b>	<b>1,996,781</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	19
20														20
21	<b>TOTAL POWER EXPENSES</b>			<b>22,896,414</b>	<b>22,590,818</b>	<b>22,963,760</b>	<b>12,303,166</b>	<b>16,939,359</b>	<b>29,242,526</b>	<b>30,120,617</b>	<b>30,373,617</b>	<b>25,809,299</b>	<b>(4,311,318)</b>	21
22														22
23	<b>EARNINGS (LOSS) BEFORE OPERATING TRANSFERS</b>			<b>3,962,636</b>	<b>4,169,055</b>	<b>2,986,842</b>	<b>(1,378,152)</b>	<b>(2,469,776)</b>	<b>(3,847,928)</b>	<b>(4,419,761)</b>	<b>(4,672,761)</b>	<b>308,742</b>	<b>4,728,503</b>	23
24														24
25	<b>OPERATING TRANSFERS IN (OUT)</b>													25
26	538010	381000	Trnsfr From Other Funds	125,045	0	0	0	0	0	0	0	0	0	26
27	538000	389010	Trnsfr-Unapprop Ret Erngs	0	0	0	2,972,943	3,609,191	6,582,134	6,852,000	7,105,000	2,200,000	(4,652,000)	27
28	535300	492000	Contr To General Fund	(2,439,445)	(2,395,588)	(2,164,845)	(1,283,072)	(1,093,687)	(2,376,759)	(2,380,000)	(2,380,000)	(2,456,000)	(76,000)	28
29	535300	492560	Contrib Rate Stabilizat'n	(50,912)	(21,117)	(21,117)	(31,229)	(25,981)	(57,210)	(52,239)	(52,239)	(52,742)	(503)	29
30	<b>TOTAL OPERATING TRANSFERS IN (OUT)</b>			<b>(2,365,312)</b>	<b>(2,416,705)</b>	<b>(2,185,962)</b>	<b>1,658,643</b>	<b>2,489,523</b>	<b>4,148,165</b>	<b>4,419,761</b>	<b>4,672,761</b>	<b>(308,742)</b>	<b>(4,728,503)</b>	30
31														31
32	<b>NET EARNINGS (LOSS)</b>			<b>1,597,324</b>	<b>1,752,350</b>	<b>800,880</b>	<b>280,491</b>	<b>19,747</b>	<b>300,237</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	32

# ORGANIZATIONAL CHART



# GOLF COURSE

## OVERVIEW

The Bountiful Ridge Golf Course will provide the highest possible level of golf programs and golf facilities at reasonable rates to Bountiful City residents and others. This has been the mission statement since opening in July of 1975. The staff is committed to provide the best possible golf experience at the best rates possible. Bountiful residents, along with area golfers, expect excellent facilities and programs and will pay a fair rate to support them.

Growth in the number of golf facilities has increased the competition for play from the local and area golfers. Since 2000, the over-abundance of golf courses along with a turbulent economy has presented the golf industry with challenging times where rounds of golf have decreased both nationally and locally. We believe it is through our strong customer service and programs, along with a loyal following of core golfers, that our facility has been able to maintain/increase its level of play while many area courses have had a decrease in their amount of activity. Bountiful Ridge continues to maintain the status of being one of the top public golf courses both state-wide and nationally, and remains as one of the few profitable and successful golf courses in Utah.

### **Budget and Financial Structure**

The Bountiful Ridge Golf Course is an Enterprise Fund within the general Bountiful City Budget. As an Enterprise Fund the Golf Course is budgeted to generate enough operational income (fees) to offset any operational expenses, capital expenses and contributions to the reserve funds.

### **Programs**

The Bountiful Ridge Golf Course provides a wide variety of golf activities and programs. We provide recreational, club and state level events and programs. We facilitate programs for men, women, juniors and seniors, and a broad based lesson/player development program. The golf facility and its employees have won several prestigious awards and recognitions within the local golf community as well as nationally.

### **Admissions and Fees (Revenues)**

The Golf Course fees are at the low end in comparison to other local golf facilities and extremely low in comparison to other golf facilities throughout the country. A fee comparison survey is completed on an annual basis to facilitate the budgeting process.

## **OVERVIEW (CONTINUED)**

The majority of golf course revenues are generated from green fees (admission fees) and golf cart rental fees. Other revenues include shared profit from golf shop sales, lease of the snack bar, rental equipment and interest on reserve funds. There are also a few sundry accounts to record un-budgeted or infrequent revenue collections.

We budget for approximately 75,000 nine-hole rounds each season. This figure will be higher or lower depending on the weather for that season (fiscal year). Our fiscal year ends in the middle of the golf season on June 30<sup>th</sup>. All budgeted revenues and expenses span parts of two golf seasons. Green fees are the number one revenue source. Golf cart rentals are second. The golf shop sales, snack bar lease and interest income follow as revenue sources.

### **Expenditures**

Golf Course expenditures are used to provide the programs and the levels of service as outlined in our Golf Course goals. Every care is taken to responsibly use Golf Course funds to best provide services and programs for the citizens. Golf expenditures are in three major areas: salaries, wages, and benefits; operating expenses; capital expenses.

### **Employees**

The Golf Course currently employs five full time employees including the Golf Course Superintendent, Assistant Superintendent, Golf Course Mechanic, Head Golf Professional and Assistant Golf Professional. The Golf Course employs part-time seasonal employees to fill all other positions.

The maintenance (outside) operation uses approximately 13,000 seasonal employee hours for course maintenance. The total number of maintenance employees at peak season is approximately 20. These workers maintain all of the outside facilities including fairways, greens, perimeter areas, water system and outside buildings.

The golf shop (inside) operation uses approximately 10,000 seasonal employee hours for operational and program duties. The total number of golf shop staff at peak season is approximately 20. These workers provide service as apprentice professionals, starters, golf course player assistants and cart service employees.

### **Operational Expenses**

Operational expenses include all of the items and materials required to operate the golf facility at an efficient level during the budget year. Many of the expense accounts are self-explanatory. These expense accounts contain the annual costs for all supplies including office supplies,



## OVERVIEW (CONTINUED)

maintenance supplies and special departmental supplies. All fuels, oils, equipment maintenance and parts and all services are included in operational expenses. Other operational accounts include accounts related to employee training and education, employee and facility organizational memberships and subscriptions and telephone and utility costs. The golf shop's inventory and cost of goods for resale are purchased from these operational accounts.

### **Capital Expenses**

Capital expenditures include major facility and equipment improvements or purchases. We have a program to replace old golf carts and maintenance equipment on a regular basis. We also budget for golf course/facility renovations from these accounts. A portion of Golf Course revenues are set aside in reserve accounts to offset the replacement of capital items.

## GOALS & PROJECTS

As golf professionals and course superintendents it was agreed upon by all that the keys to success for the 2015-2016 season would be outstanding customer service, outstanding course conditions and constant communication between professional and superintendent staffs.

### **Golf Professionals/Clubhouse Staff**

#### **Goals**

- Provide the highest possible level of golf programs and golf facilities to Bountiful City residents and others
- Work toward increasing rounds/revenue from 2015
- Weekly meetings/communication with superintendents and daily communication as needed
- Work toward increasing men's, women's and senior association weekly participation
- Continue with marketing plan to build and maintain balance of group tournaments
- Continue with remodel of clubhouse
- Increase customer data base/marketing through our new POS system
- Increase social media presence to Bountiful Ridge patrons

## **GOALS & PROJECTS (CONTINUED)**

### **Projects**

- Golf Professionals will continue with aggressive marketing in attracting and retaining group and corporate golf events and outings
- Implement changes to men's association twilight format
- Attend education seminar to help gain more social media presence
- Coordinate and promote summer Bountiful Ridge Block Party in conjunction with Clubs for Kids activity
- Continue with rotation/purchasing of golf carts
- Continue with next phase of clubhouse remodel project (phase 3 – pro shop remodel)
- Update Bountiful Ridge website as needed
- Implement aggressive marketing plan through our new pro shop POS system
- Hire clubhouse staff members as needed
- Golf Professionals will continue with the training/education of clubhouse staff members in providing the highest level of customer service to our patrons
- Continue in the promoting and building of strong programs including local men's and women's golf associations, and a strong junior golf program
- Golf Professionals will continue to be actively involved in the PGA organization and remain proactive in attending PGA education and training seminars

### **Superintendents/Maintenance Staff**

#### **Goals**

- Prepare and follow a preventative maintenance schedule for the irrigation system and pump house
- Repair water features damaged by lightning
- Improve putting surface consistency with increased rolling, continued thatch management and consistent irrigation practices
- Vent greens monthly with solid tines or blades to increase gaseous exchange and root density
- Improve hiring practices by working closely with work force services to fill the needed positions quickly and keep a consistent crew on throughout the year

## GOALS & PROJECTS (CONTINUED)

### Projects

- Continue renovating bunkers in need of improvement (Greenside #10, #11, #16)
- Continue to identify tees that need leveling and renovation (continue on par 3s)
- Continue to improve cart paths on golf course (#10, #9)
- Solid tine aerate fairways
- Improve poa annua control on greens with new, more aggressive practices
- Renovate restrooms (new paint, flooring and fixtures)

## LINE-ITEM HIGHLIGHTS

### OPERATING REVENUES

#### **Acct# 557030-362300 Rent of Golf Carts**

- Budgeted a decrease of \$5,000 due to recent track record of golf cart rentals and no increase of golf cart fees for fiscal year.

### OPERATING EXPENSES

#### **Acct# 555500-411000 Salaries-Perm Employees**

- Budgeted an increase of \$44,478 due to merit raise increases and re-categorization of janitorial costs into Assistant Golf Professional's salary. Increase also reflects the re-categorization of Professional and Tech Services operations costs into Professional's salaries.

#### **Acct# 555500-412200 Temp Employees-Pro Shop**

- Budgeted an increase of \$6,000 to accommodate wage increases along with wage increase for Second Assistant Professional.

#### **Acct# 555500-413020 Employee Medical Insurance**

- Budgeted an increase of \$241 due to increased medical insurance costs.

#### **Acct# 555500-431000 Profess & Tech Services**

- Budgeted a decrease of \$28,400 due to the re-categorization of Professional's pro shop commissions into Professional's salaries. Also reflects new annual expense of \$3,600 for golf course website.

## **LINE-ITEM HIGHLIGHTS (CONTINUED)**

### **Acct# 555500-491150 Transfer to Admin Services**

- This transfer is made for the purpose of reimbursing the General Fund of the city for services provided to the Enterprise Funds. Those services include such things as payroll/employee benefits, accounting, budgeting, legal, insurance, billing/customer service and other professional services provided by department staff members of the General Fund. The transfer amounts were recently restudied and revised to ensure their accuracy and adequacy for cost recovery in services provided. These transfer amounts will be periodically restudied and revised for this purpose in future years.

### **NONOPERATING REVENUES**

#### **Acct# 556010-361000 Interest Earnings**

- Budgeted an increase of \$8,800 due to analysis of rate projection along with gains from investible balances.

### **CAPITAL PROJECTS**

#### **Acct# 555500-472100 Buildings**

- Budgeted a decrease of \$50,000 due to re-evaluation of scope of work to be done for pro shop remodel.

#### **Acct# 555500-473100 Improvements Other than Buildings**

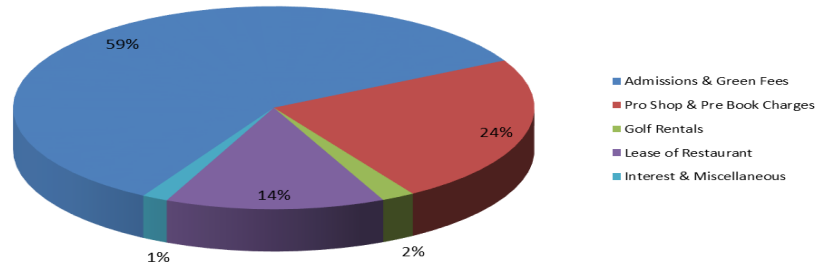
- Budgeted a decrease of \$10,000 due to no anticipated projects in this account.

#### **Acct# 555500-474500 Machinery & Equipment**

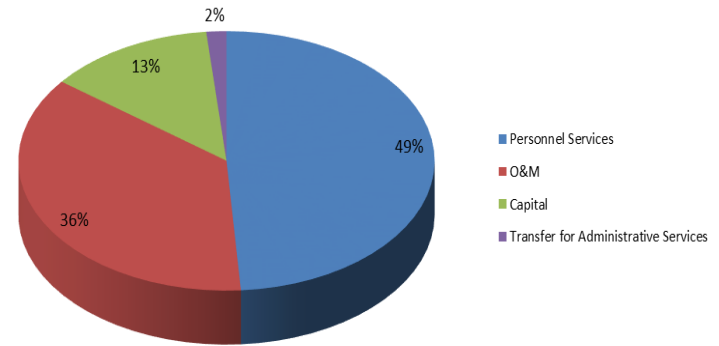
- Budgeted a decrease of \$10,000 due to decreased costs of equipment to be purchased.

# BUDGET GRAPHS

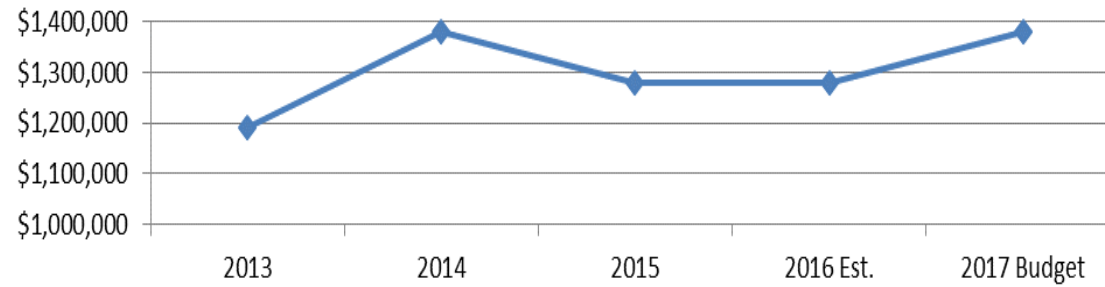
**2017 Golf Revenues**



**2017 Golf Expenses**



**Budget History  
(Less Capital)**



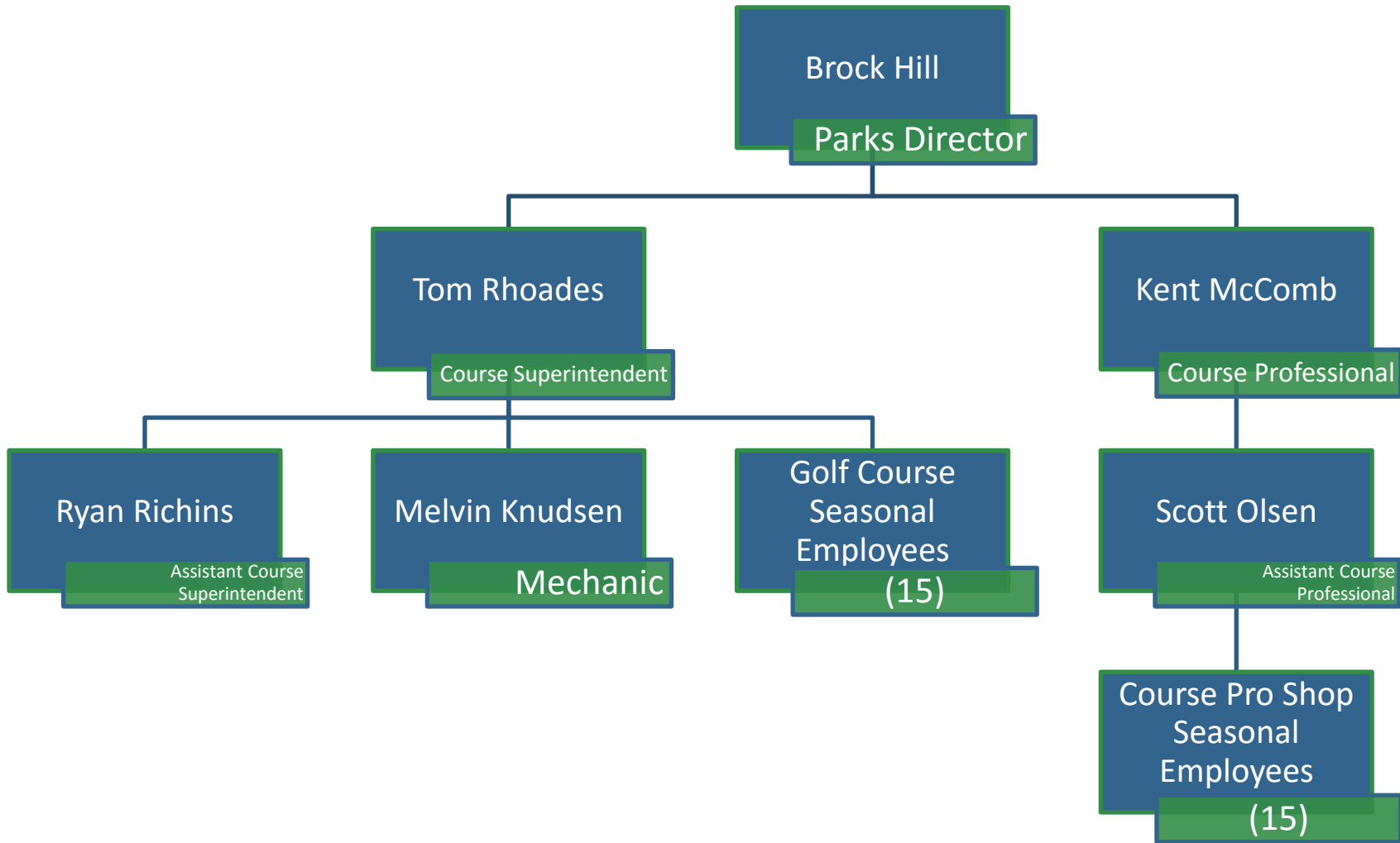
# BUDGET

1	GOLF COURSE										Amended			1
2											Fiscal Year	Fiscal Year	Fiscal Year	Dollar
3	Account Number		Account Description		Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	
4					2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change
5	OPERATING REVENUES													
6	557020	347100	Admissions & Green Fees		858,291	850,005	842,400	470,573	408,000	878,573	918,000	918,000	918,000	0
7	557020	347455	Prebook Admin Charges		12,195	10,513	10,119	6,626	3,800	10,426	10,000	10,000	10,000	0
8	557030	362300	Rent Of Golf Carts		357,088	361,494	344,080	184,612	158,000	342,612	365,000	365,000	360,000	(5,000)
9	557030	362320	Pro Shop Equipment Rentals		5,317	4,908	6,008	3,926	1,500	5,426	5,000	5,000	5,000	0
10	557030	362400	Lease Of Restaurant		28,477	27,230	28,798	15,291	12,000	27,291	27,000	27,000	27,000	0
11	557040	347450	Pro Shop Sales		212,311	213,873	215,442	144,190	66,500	210,690	212,000	212,000	212,000	0
12	TOTAL OPERATING REVENUES				1,473,679	1,468,022	1,446,847	825,218	649,800	1,475,018	1,537,000	1,537,000	1,532,000	(5,000)
13	OPERATING EXPENSES													
14	PERSONNEL SERVICES													
15	555500	411000	Salaries - Perm Employees		280,933	332,621	315,528	154,017	173,860	327,877	316,394	316,394	360,872	44,478
17	555500	412100	Temp Employees - Grounds		140,290	129,621	119,949	57,706	61,000	118,706	121,000	121,000	121,000	0
18	555500	412200	Temp Employees - Pro Shop		86,875	90,017	93,281	53,224	44,000	97,224	98,000	98,000	104,000	6,000
19	555500	413010	Fica Taxes		39,182	41,453	43,282	19,894	13,678	33,572	40,958	40,958	44,819	3,861
20	555500	413020	Employee Medical Ins		44,173	69,908	61,134	29,355	31,059	60,414	74,341	74,341	74,582	241
21	555500	413030	Employee Life Ins		1,496	1,932	1,872	869	934	1,803	1,985	1,985	2,069	84
22	555500	413040	State Retirement & 401 K		42,393	55,864	32,767	28,067	31,779	59,846	60,336	60,336	68,638	8,302
23	555500	413060	Unemployment Reimb		0	394	3,028	0	616	616	0	0	0	0
24	555500	413100	Retired Employee Benefits		(1,352)	1,248	1,459	431	1,469	1,900	1,035	1,035	1,762	727
25	555500	462180	Accrued Comp Time Exp		(23,670)	3,379	(12,047)	0	0	0	0	0	0	0
26	555500	462190	Accrued Sick Leave Exp		(2,259)	2,102	(5,354)	0	0	0	0	0	0	0
27	555500	462200	Accrued Vacation Expense		(3,041)	5,995	4,544	0	0	0	0	0	0	0
28	555500	491640	Trnsfr To Workers Comp		9,878	11,142	10,585	5,294	3,692	8,986	10,708	10,708	11,717	1,009
29	TOTAL PERSONNEL SERVICES				614,900	745,674	670,028	348,857	362,087	710,944	724,757	724,757	789,460	64,703
30	OPERATIONS & MAINTENANCE													
31	555500	421000	Books Subscr & Mmbrshp		1,541	1,277	1,663	335	2,100	2,435	2,800	2,800	2,800	0
33	555500	422000	Public Notices		2,777	2,982	2,731	1,066	1,900	2,966	3,000	3,000	3,000	0
34	555500	423000	Travel & Training		2,256	2,906	3,192	1,034	2,150	3,184	4,000	4,000	4,000	0
35	555500	424000	Office Supplies		2,972	2,214	2,469	782	2,000	2,782	3,000	3,000	3,000	0
36	555500	425000	Equip Supplies & Maint		61,108	58,951	46,821	32,569	18,000	50,569	55,600	55,600	55,600	0
37	555500	425100	Special Equip Maintenance		43,006	56,214	64,427	35,594	19,000	54,594	56,000	56,000	56,000	0
38	555500	425600	Restaurant Equip Maintenance		0	0	0	0	0	0	1,000	1,000	1,000	0
39	555500	426000	Bldg & Grnd Suppl & Maint		108,005	161,025	115,473	69,993	39,000	108,993	109,000	109,000	109,000	0
40	555500	426100	Special Projects		37,402	20,739	43,347	7,682	44,000	51,682	52,500	52,500	52,500	0
41	555500	427000	Utilities		77,693	81,175	90,374	38,500	43,000	81,500	82,000	82,000	82,000	0
42	555500	428000	Telephone Expense		3,999	3,437	5,059	2,715	1,800	4,515	4,700	4,700	4,700	0
43	555500	429300	Computer Hardware		1,139	1,139	1,139	1,139	0	1,139	1,500	1,500	1,500	0
44	555500	431000	Profess & Tech Services		35,466	31,014	34,101	0	0	0	32,000	32,000	3,600	(28,400)
45	555500	431050	Credit Card Merchant Fees		33,932	38,402	24,570	20,075	12,400	32,475	36,000	36,000	36,000	0
46	555500	431100	Legal And Auditing Fees		1,430	1,348	1,348	1,276	0	1,276	1,500	1,500	1,500	0
47	555500	431400	Landfill Fees		0	64	69	33	100	133	150	150	150	0
48	555500	434000	Janitorial Services		6,100	6,650	800	0	0	0	0	0	0	0

## BUDGET (CONTINUED)

1	GOLF COURSE										Amended			1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	555500	448000	Operating Supplies	7,674	10,771	12,467	7,759	3,390	11,149	12,000	12,000	12,000	0	5
6	555500	448220	Pro Shop Misc Supplies	8,228	9,398	10,016	262	10,000	10,262	11,000	11,000	11,000	0	6
7	555500	448240	Items Purchased - Resale	128,532	132,005	135,810	42,721	94,000	136,721	139,000	139,000	139,000	0	7
8	555500	451100	Insurance & Surety Bonds	9,052	9,590	10,071	9,944	0	9,944	10,575	10,575	10,575	0	8
9	555500	461000	Miscellaneous Expense	2,034	2,392	1,287	690	500	1,190	1,000	1,000	1,000	0	9
10	555500	463000	Cash Over Or Short	37	(90)	3	(38)	0	(38)	0	0	0	0	10
11	555500	491150	Trnsfr To Admin Srvcs	24,000	24,000	24,000	12,000	12,000	24,000	24,000	24,000	25,193	1,193	11
12	<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>			<b>600,395</b>	<b>659,619</b>	<b>633,250</b>	<b>286,132</b>	<b>305,340</b>	<b>591,472</b>	<b>642,325</b>	<b>642,325</b>	<b>615,118</b>	<b>(27,207)</b>	12
13														13
14	<b>TOTAL OPERATING EXPENSES</b>			<b>1,215,295</b>	<b>1,405,293</b>	<b>1,303,278</b>	<b>634,989</b>	<b>667,427</b>	<b>1,302,416</b>	<b>1,367,082</b>	<b>1,367,082</b>	<b>1,404,578</b>	<b>37,496</b>	14
15														15
16	<b>EARNINGS (LOSS) FROM OPERATIONS</b>			<b>258,384</b>	<b>62,729</b>	<b>143,569</b>	<b>190,229</b>	<b>(17,627)</b>	<b>172,602</b>	<b>169,918</b>	<b>169,918</b>	<b>127,422</b>	<b>(42,496)</b>	16
17														17
18	<b>NONOPERATING REVENUES (EXPENSES)</b>													18
19	556010	361000	Interest Earnings	17,787	16,047	17,827	11,468	13,918	25,386	16,200	16,200	25,000	8,800	19
20	556000	369000	Sundry Revenues	2,412	164	1,683	2,355	0	2,355	0	0	0	0	20
21	<b>NONOPERATING REVENUES - NET</b>			<b>20,199</b>	<b>16,211</b>	<b>19,511</b>	<b>13,822</b>	<b>13,918</b>	<b>27,740</b>	<b>16,200</b>	<b>16,200</b>	<b>25,000</b>	<b>8,800</b>	21
22														22
23	<b>EARNINGS (LOSS) BEFORE CAPITAL &amp; TRANSFERS</b>			<b>278,583</b>	<b>78,940</b>	<b>163,080</b>	<b>204,051</b>	<b>(3,709)</b>	<b>200,342</b>	<b>186,118</b>	<b>186,118</b>	<b>152,422</b>	<b>(33,696)</b>	23
24														24
25	<b>CAPITAL PROJECTS</b>													25
26	555500	472100	Buildings	0	0	0	0	0	0	200,000	200,000	150,000	(50,000)	26
27	555500	473100	Improv Other Than Bldgs	0	0	0	30,604	0	30,604	0	0	0	0	27
28	555500	474500	Machinery & Equipment	0	0	0	60,948	0	60,948	70,000	70,000	60,000	(10,000)	28
29	<b>TOTAL GOLF COURSE - CAPITAL PROJECTS</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>91,552</b>	<b>0</b>	<b>91,552</b>	<b>270,000</b>	<b>270,000</b>	<b>210,000</b>	<b>(60,000)</b>	29
30	<i>Not included in "Earnings (Loss) Before Operating Transfers" when depreciation included.</i>													30
31														31
32	<b>Accrual Accounting Adjustments</b>													32
33	555500	454800	Depreciation Expense	184,197	174,293	176,958	0	0	0	N/A	N/A	N/A	N/A	33
34	555500	496000	Fixed Assets Adjustments	0	0	0	0	0	0	N/A	N/A	N/A	N/A	34
35	<b>Total Accrual Accounting Adjustments</b>			<b>184,197</b>	<b>174,293</b>	<b>176,958</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	35
36														36
37	<b>TOTAL GOLF EXPENSES</b>			<b>1,399,492</b>	<b>1,579,586</b>	<b>1,480,236</b>	<b>726,541</b>	<b>667,427</b>	<b>1,393,968</b>	<b>1,637,082</b>	<b>1,637,082</b>	<b>1,614,578</b>	<b>(22,504)</b>	37
38														38
39	<b>EARNINGS (LOSS) BEFORE OPERATING TRANSFERS</b>			<b>94,386</b>	<b>(95,353)</b>	<b>(13,878)</b>	<b>112,499</b>	<b>(3,709)</b>	<b>108,790</b>	<b>(83,882)</b>	<b>(83,882)</b>	<b>(57,578)</b>	<b>26,304</b>	39
40														40
41	<b>OPERATING TRANSFERS IN (OUT)</b>													41
42	558000	389100	Trnsfr-Replacement Rsrv	0	0	(0)	41,941	41,941	83,882	83,882	83,882	57,578	(26,304)	42
43	555500	492100	Contr To Replacement Rsrv	0	0	0	0	0	0	0	0	0	0	43
44	<b>TOTAL OPERATING TRANSFERS IN (OUT)</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>41,941</b>	<b>41,941</b>	<b>83,882</b>	<b>83,882</b>	<b>83,882</b>	<b>57,578</b>	<b>(26,304)</b>	44
45														45
46	<b>NET EARNINGS (LOSS)</b>			<b>94,386</b>	<b>(95,353)</b>	<b>(13,878)</b>	<b>154,440</b>	<b>38,232</b>	<b>192,672</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	46

# ORGANIZATIONAL CHART





# LANDFILL

## OVERVIEW

The Bountiful City Landfill provides City residents with quality service and competitive pricing. The staff seeks to keep the landfill organized, clean and structured to fulfill the needs and requirements necessary for City residents. Staff strives to improve dumping areas by type and vehicle size for a safe and convenient dumping operation. The daily priority is to cover landfill cells and maintain the all-weather roads.

## GOALS & PROJECTS

Trees and green waste are diverted from the landfill to extend the life of the landfill and to be used as compost. Staff members divert recyclables such as salvageable metals, aluminum, urethane, white goods, electronic components and freon extracted from white goods dropped off at the site.

## LINE-ITEM HIGHLIGHTS

Highlights of the proposed budget are as follows:

### **Acct# 577000- 377100 Commercial Collection**

The increase of \$75,000 in this account is due to an increase in building and construction.

### **Acct# 577000- 377200 Municipalities Collection**

The percent of Municipalities Collection for garbage service remains at 10%.

### **Acct# 576000- 377500 Compost Sales**

The increase of \$40,000 in this account is due to an increase in cost of compost from \$30 to \$35 per ton and from \$2 to \$5 per bag. The increase is due to the grinding, screening and managing of the increased amount of green waste dropped off.

### **Acct# 576000- 377600 Wood Chip Sales**

The increase of \$3,000 is for an increase of \$5.00 per ton due to the grinding, screening and managing of the increased amount green waste dropped off.

## LINE-ITEM HIGHLIGHTS (CONTINUED)

### **Acct# 576000- 377900 Salvage Sales**

The decrease of \$5,000 in this account is due to the decrease in price for metal recycling.

### **Acct# 575700- 411000 to 413040 Personnel Services**

The increase of \$22,000 in these accounts are for employee merit increases, part-time salaries and increased cost of health insurance.

### **Acct# 575700- 425000 Equipment Supplies and Maintenance**

The increase of \$92,000 in this account is due to the Front End Loader lease cost of \$48,000 was moved from the Capital Expense Machinery and Equipment account. The increase of \$44,000 is an expense for Fiscal Year 2016-2017 for new compactor wheels and cleats. There was also a decrease in this account due to telephone expenses of \$3,900 being moved to the telephone expense account.

### **Acct# 575700- 428000 Telephone Expenses**

The increase of \$3,900 in this account was due to telephone expenses moved from Equipment Supplies and Maintenance.

### **Acct# 575700- 431000 Professional and Tech Services**

The increase of \$4,000 in this account is for an evaluation on Updating Alternate Groundwater Protection Standards.

### **Acct# 575700- 431300 Environmental Monitoring**

The decrease of \$5,800 in this account is that the landfill is under the higher tier tonnage threshold for landfill permitting fees.

### **Acct# 575700- 462400 Contract Equipment**

The increase of \$20,000 in this account is due to the increasing amount of green waste received for grinding with our green waste recycling and compost program.

### **Acct# 575700- 491150 Transfer to Administrative Services**

This transfer is made for the purpose of reimbursing the General Fund of the City for services provided to the Enterprise Funds. Those services include such things as payroll/employee benefits, accounting, budgeting, legal and insurance, billing/customer service and other professional services provided by department staff members of the General Fund. The transfer amounts were recently restudied and revised to ensure their accuracy and adequacy for cost recovery in services provided. These amounts will be periodically restudied and revised for this purpose in future years. Fiscal Year 2016-2017 increase is \$4,555.

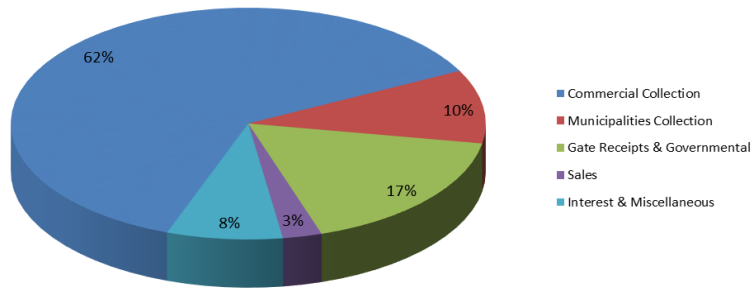
## **LINE-ITEM HIGHLIGHTS (CONTINUED)**

### **Acct# 575700- 474500 Machinery & Equipment**

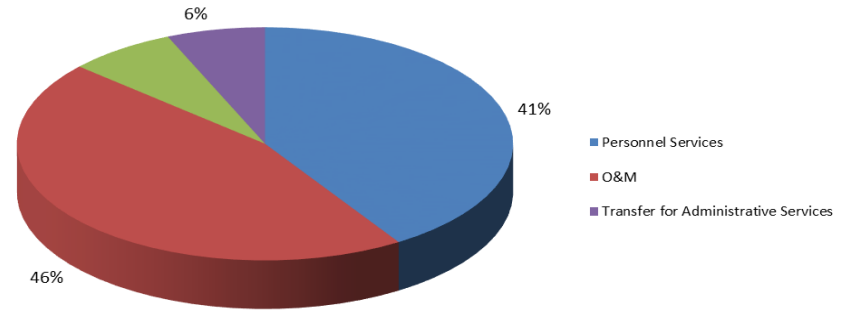
The increase of \$33,000 in this account is due to a water storage tank trailer for \$50,000 and this year's replacement schedule of a one ton dump truck for \$35,000. The front end loader lease was moved to the Equipment Supplies and Maintenance account.

# BUDGET GRAPHS

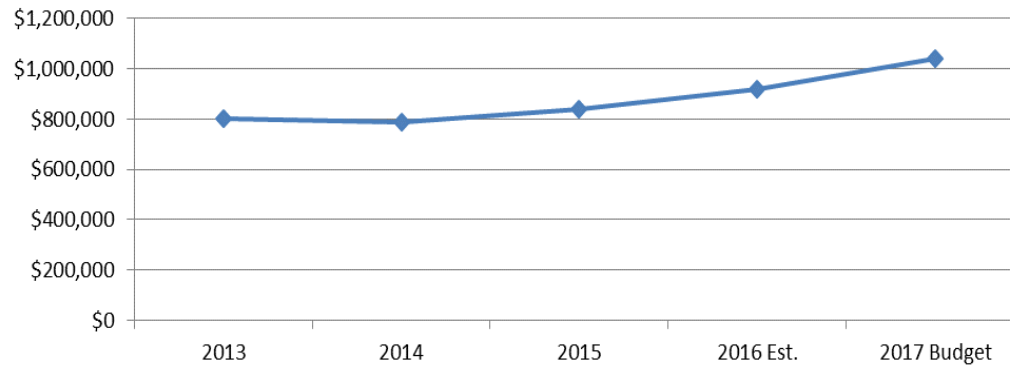
**2017 Landfill Revenues**



**2017 Landfill Expense**



**Budget History  
(Less Capital)**



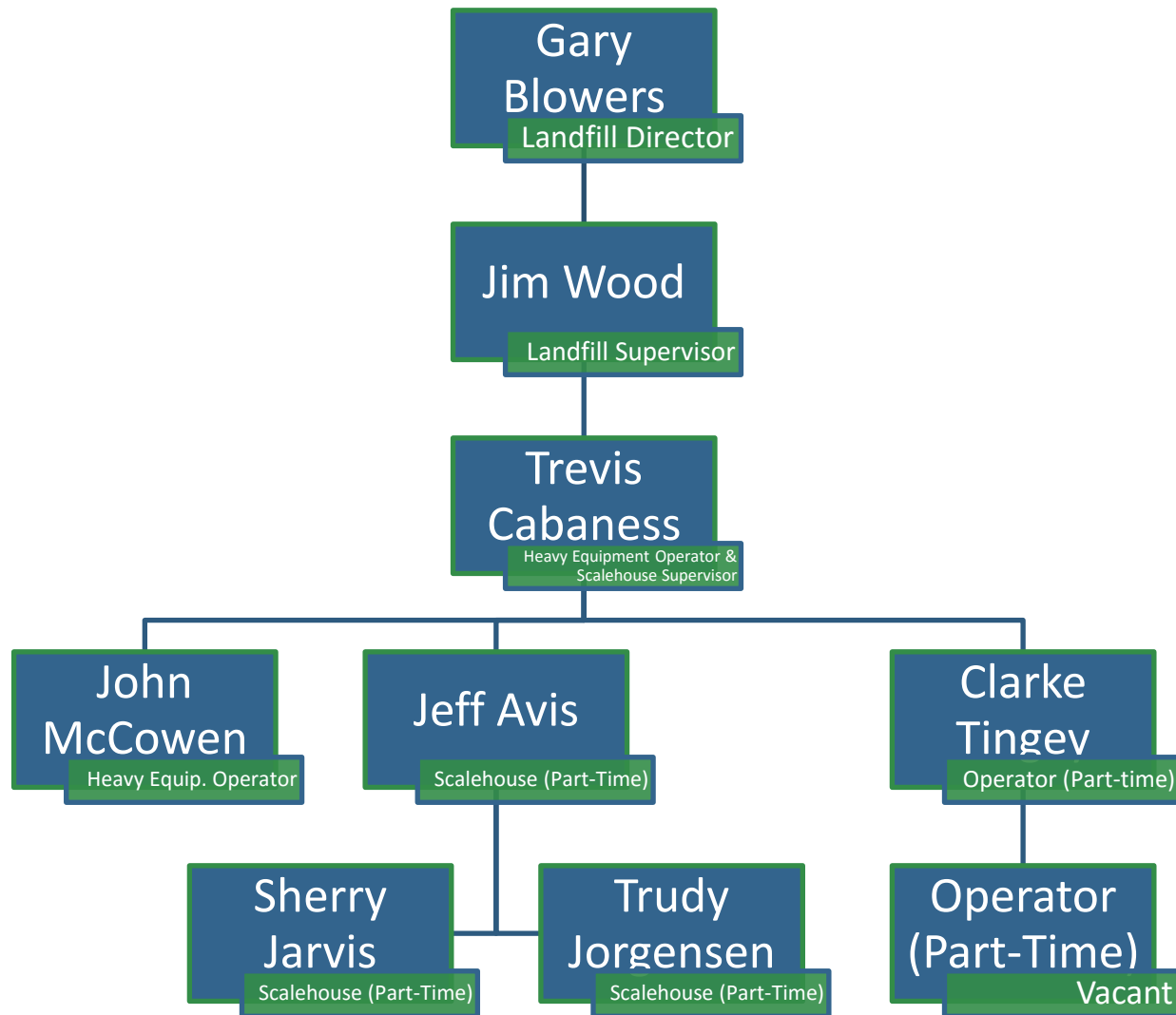
# BUDGET

1	LANDFILL													1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3
4														4
5	OPERATING REVENUES													5
6	577000	377100	Commercial Collection	550,360	683,322	810,054	395,594	204,406	600,000	600,000	600,000	675,000	75,000	6
7	577000	377200	Municipalities Collection	283,799	285,357	228,090	95,084	16,310	111,394	111,394	111,394	111,964	570	7
8	577000	377300	Gate Receipts	180,843	169,111	225,751	123,473	61,527	185,000	185,000	185,000	185,000	0	8
9	577000	377350	Governmental Collections	0	195,647	162,751	1,680	1,320	3,000	3,000	3,000	3,000	0	9
10	576000	377500	Compost Sales	111,638	121,165	125,565	12,689	82,311	95,000	95,000	95,000	135,000	40,000	10
11	576000	377600	Wood Chips Sales	7,929	8,442	7,941	2,123	3,877	6,000	6,000	6,000	9,000	3,000	11
12	576000	377900	Salvage Sales	24,014	37,520	20,123	6,552	13,448	20,000	25,000	25,000	20,000	(5,000)	12
13	<b>TOTAL OPERATING REVENUES</b>			<b>1,158,582</b>	<b>1,500,564</b>	<b>1,580,275</b>	<b>637,195</b>	<b>383,199</b>	<b>1,020,394</b>	<b>1,025,394</b>	<b>1,025,394</b>	<b>1,138,964</b>	<b>113,570</b>	13
14	OPERATING EXPENSES													14
15	PERSONNEL SERVICES													15
16	575700	411000	Salaries - Perm Employees	210,195	221,652	226,553	112,086	138,917	251,003	251,003	251,003	259,436	8,433	17
18	575700	412000	Salaries-Temp & Part-Time	62,250	67,139	69,105	31,664	38,336	70,000	70,000	70,000	78,000	8,000	18
19	575700	413010	Fica Taxes	18,976	21,250	22,017	10,689	14,180	24,869	24,869	24,869	26,126	1,257	19
20	575700	413020	Employee Medical Ins	43,650	49,436	54,401	26,738	34,881	61,619	61,619	61,619	63,309	1,690	20
21	575700	413030	Employee Life Ins	1,064	1,313	1,339	639	963	1,602	1,602	1,602	1,681	79	21
22	575700	413040	State Retirement & 401 K	32,826	41,125	29,425	22,324	25,542	47,866	47,866	47,866	49,474	1,608	22
23	575700	413100	Retired Employee Benefits	(903)	834	975	288	403	691	691	691	1,177	486	23
24	575700	425300	Vehicle Allowance	2,747	3,334	4,091	1,929	2,152	4,081	4,081	4,081	4,081	0	24
25	575700	462180	Accrued Comp Time Exp	953	272	224	0	0	0	0	0	0	0	25
26	575700	462190	Accrued Sick Leave Exp	1,257	821	(7,386)	0	0	0	0	0	0	0	26
27	575700	462200	Accrued Vacation Expense	1,303	227	4,732	0	0	0	0	0	0	0	27
28	575700	491640	Trnsfr To Workers Comp	5,100	5,764	5,994	2,912	6,247	9,159	9,159	9,159	9,606	447	28
29	<b>TOTAL PERSONNEL SERVICES</b>			<b>379,418</b>	<b>413,167</b>	<b>411,472</b>	<b>209,269</b>	<b>261,621</b>	<b>470,890</b>	<b>470,890</b>	<b>470,890</b>	<b>492,890</b>	<b>22,000</b>	29
30	OPERATIONS & MAINTENANCE													30
31	575700	422000	Public Notices	77	81	86	0	300	300	300	300	300	0	32
33	575700	423000	Travel & Training	2,399	7,623	680	400	3,600	4,000	4,000	4,000	4,000	0	33
34	575700	424000	Office Supplies	1,959	2,483	2,562	943	3,057	4,000	4,000	4,000	4,000	0	34
35	575700	425000	Equip Supplies & Maint	208,149	199,130	220,400	144,386	80,614	225,000	225,000	225,000	317,000	92,000	35
36	575700	426000	Bldg & Grnd Suppl & Maint	14,072	24,298	31,681	6,328	16,672	23,000	23,000	23,000	23,000	0	36
37	575700	427000	Utilities	6,147	6,486	6,980	2,437	4,563	7,000	7,000	7,000	7,000	0	37
38	575700	428000	Telephone Expense	1,156	901	1,189	554	646	1,200	1,200	1,200	5,100	3,900	38
39	575700	431000	Profess & Tech Services	0	15,265	2,158	0	0	0	0	0	4,000	4,000	39
40	575700	431050	Credit Card Merchant Fees	2,051	1,978	2,223	1,191	1,009	2,200	2,200	2,200	2,200	0	40
41	575700	431100	Legal And Auditing Fees	1,069	1,020	1,020	966	0	966	1,020	1,020	1,020	0	41
42	575700	431300	Environmental Monitoring	24,845	25,467	23,788	7,467	17,533	25,000	30,800	30,800	25,000	(5,800)	42
43	575700	448000	Operating Supplies	12,490	15,650	13,857	5,006	6,994	12,000	12,000	12,000	12,000	0	43
44	575700	451100	Insurance & Surety Bonds	6,767	7,169	7,517	7,113	0	7,113	7,893	7,893	7,893	0	44
45	575700	452300	Uncollectible Accounts	(12)	(48)	(67)	0	0	0	400	400	400	0	45
46	575700	455000	Closure/Post-Closure Exp	67,346	0	33,824	0	35,000	35,000	35,000	35,000	35,000	0	46
47	575700	461000	Miscellaneous Expense	111	156	156	81	119	200	200	200	200	0	47

## BUDGET (CONTINUED)

1	LANDFILL			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	4		
4													4	
5	575700 462400	Contract Equipment	69,865	63,918	77,771	49,406	50,594	100,000	80,000	80,000	100,000	20,000	5	
6	575700 463000	Cash Over Or Short	14	(38)	44	20	280	300	300	300	300	0	6	
7	575700 491150	Trnsfr To Admin Srvc	72,665	72,665	72,665	36,333	36,332	72,665	72,665	72,665	77,220	4,555	7	
8	<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>			493,182	446,218	500,548	262,632	257,313	519,945	506,978	506,978	625,633	118,655	8
9													9	
10	<b>TOTAL LANDFILL OPERATING EXPENSES</b>			872,600	859,385	912,020	471,901	518,934	990,835	977,868	977,868	1,118,523	140,655	10
11													11	
12	<b>EARNINGS (LOSS) FROM OPERATIONS</b>			285,982	641,179	668,255	165,294	(135,735)	29,559	47,526	47,526	20,441	(27,085)	12
13													13	
14	<b>NONOPERATING REVENUES (EXPENSES)</b>												14	
15	576000 369000	Sundry Revenues	85	105	25	57	0	57	0	0	0	0	15	
16	576010 361000	Interest Earnings	105,998	90,619	103,773	70,140	14,860	85,000	85,000	85,000	86,000	1,000	16	
17	576020 364000	Gain on Fixed Asset Sales	16,275	22,500	0	0	0	0	0	0	0	0	17	
18	<b>NONOPERATING REVENUES - NET</b>			122,358	113,224	103,798	70,197	14,860	85,057	85,000	85,000	86,000	1,000	18
19													19	
20	<b>EARNINGS (LOSS) BEFORE CAPITAL &amp; TRANSFERS</b>			408,340	754,403	772,053	235,491	(120,875)	114,616	132,526	132,526	106,441	(26,085)	20
21													21	
22	<b>LANDFILL - CAPITAL PROJECTS</b>												22	
23	575700 474500	Machinery & Equipment	0	0	0	0	0	0	52,000	52,000	85,000	33,000	23	
24													24	
25	<b>TOTAL LANDFILL - CAPITAL EXPENSES</b>			0	0	0	0	0	52,000	52,000	85,000	33,000	25	
26	<i>Not included in "Earnings (Loss) Before Operating Transfers" when depreciation included.</i>													
27													27	
28	<b>Accrual Accounting Adjustments</b>												28	
29	575700 454800	Depreciation Expense	233,483	250,978	249,175	0	0	0	N/A	N/A	N/A	N/A	29	
30	575700 496000	Fixed Assets Adjustments	0	0	0	0	0	0	N/A	N/A	N/A	N/A	30	
31	<b>Total Accrual Accounting Adjustments</b>			233,483	250,978	249,175	0	0	0	0	0	0	0	31
32													32	
33	<b>TOTAL LANDFILL EXPENSES</b>			1,106,083	1,110,363	1,161,195	471,901	518,934	990,835	1,029,868	1,029,868	1,203,523	173,655	33
34													34	
35	<b>EARNINGS (LOSS) BEFORE OPERATING TRANSFERS</b>			174,857	503,425	522,878	235,491	(120,875)	114,616	80,526	80,526	21,441	(59,085)	35
36													36	
37	<b>OPERATING TRANSFERS IN (OUT)</b>												37	
38	578000 389100	Trnsfr-Replacement Rsrv	0	0	0	0	0	0	0	0	0	0	38	
39	575700 492100	Contr To Replacement Rsrv	0	0	(0)	(40,263)	0	(40,263)	(80,526)	(80,526)	(21,441)	59,085	39	
40	<b>TOTAL OPERATING TRANSFERS IN (OUT)</b>			0	0	0	(40,263)	0	(40,263)	(80,526)	(80,526)	(21,441)	59,085	40
41													41	
42	<b>NET EARNINGS (LOSS)</b>			174,857	503,425	522,878	195,228	(120,875)	74,353	0	0	0	0	42

# ORGANIZATIONAL CHART







# SANITATION

## OVERVIEW

The Sanitation Department performs the collection of municipal waste in Bountiful City in a timely and professional manner. The Department purpose is to be neat, clean and to operate in an organized and safe environment. Staff will maintain the inventory of waste containers to ensure serviceability for customers and will maintain Department equipment in a safe and professional manner.

## GOALS & PROJECTS

The Department goal is to provide weekly waste collection service in a timely and professional manner. In addition, the Department provides a spring and fall curbside debris cleanup each year along with a household hazardous waste event after fall cleanup which is held at the Sanitation Department facility.

## LINE-ITEM HIGHLIGHTS

The Sanitation Department's proposed budget highlights are as follows:

### **Acct# 587000- 377000 Refuse Collection Charges**

The increase of \$5,130 in revenue is from new homes and second cans. The percent of refuse collection charge will remain 90%.

### **Acct# 585800- 411000 to 413040 Personnel Services**

The increase of \$17,556 in these accounts are for employee merit increases and increased cost of health insurance.

### **Acct# 585800- 425000 Equipment Supplies and Maintenance**

The decrease of \$3,500 in this account was due to telephone expenses moved to its own account.

### **Acct# 585800- 428000 Telephone Expense**

The increase of \$3,500 in this account was due to telephone expenses moved from Equipment Supplies and Maintenance.

## **LINE-ITEM HIGHLIGHTS (CONTINUED)**

### **Acct# 585800- 4484800 Operating Supplies**

The increase of \$5,000 in this account is the cost of our Household Hazardous Waste collection program which continues to increase.

### **Acct# 585800- 448010 Garbage Containers**

The increase of \$5,000 is for the purchase of new garbage cans to cover the aging cans now in service and the increase of new residential building.

### **Acct# 585800- 491150 Transfer to Administrative Services**

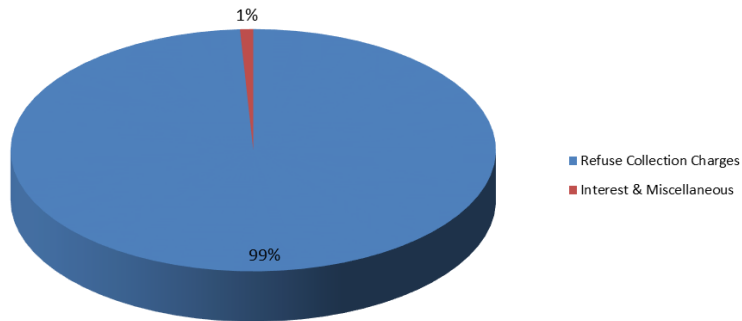
This transfer is made for the purpose of reimbursing the General Fund of the City for services provided to the Enterprise Funds. Those services include such things as payroll/employee benefits, accounting, budgeting, legal and insurance, billing/customer service and other professional services provided by department staff members of the General Fund. The transfer amounts were recently restudied and revised to ensure their accuracy and adequacy for cost recovery in services provided. These amounts will be periodically restudied and revised for this purpose in future years. Fiscal Year 2016-2017 increase is \$31,764.

### **Acct# 585800-474600 Vehicles**

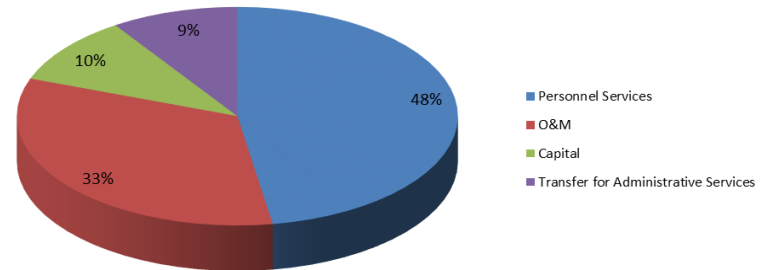
This account has a decrease amount of \$159,000 since management is not purchasing a new side load sanitation truck this year. This year the in line vehicle replacement schedule is for a used rear load garbage truck \$70,000 and a pickup truck for \$25,000.

# BUDGET GRAPHS

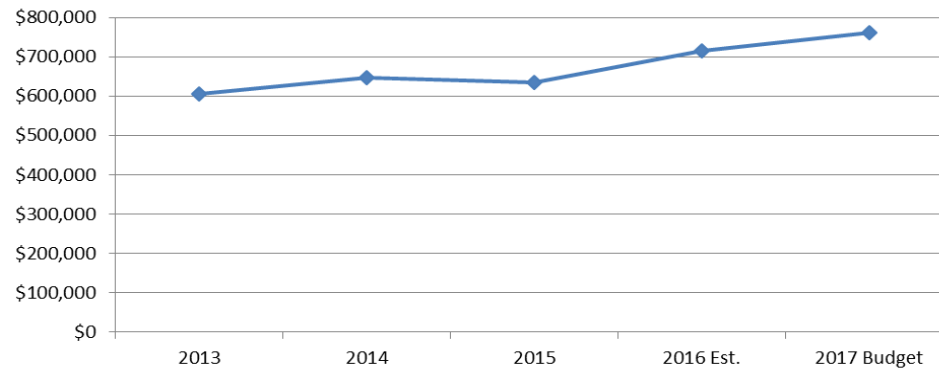
### 2017 Sanitation Revenues



### 2017 Sanitation Expenses



### Budget History (Less Capital)



# BUDGET

1	SANITATION										Amended			1
2			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	3	
4													4	
5	OPERATING REVENUES												5	
6	587000	377000	Refuse Collection Charges	851,397	856,132	912,361	378,287	624,255	1,002,542	1,002,542	1,002,542	1,007,672	5,130	6
7	TOTAL SANITATION REVENUE			851,397	856,132	912,361	378,287	624,255	1,002,542	1,002,542	1,002,542	1,007,672	5,130	7
8														8
9	SANITATION OPERATING EXPENSES													9
10	PERSONNEL SERVICES													10
11	585800	411000	Salaries - Perm Employees	196,575	211,556	223,333	112,221	112,221	224,442	253,713	253,713	266,336	12,623	11
12	585800	412000	Salaries-Temp & Part-Time	12,805	1,090	12,496	0	10,500	10,500	10,500	10,500	10,500	0	12
13	585800	413010	Fica Taxes	14,415	14,776	17,030	8,234	11,978	20,212	20,212	20,212	21,178	966	13
14	585800	413020	Employee Medical Ins	58,142	64,847	56,749	28,116	59,048	87,164	87,164	87,164	87,656	492	14
15	585800	413030	Employee Life Ins	1,080	1,251	1,316	640	950	1,590	1,590	1,590	1,663	73	15
16	585800	413040	State Retirement & 401 K	31,062	35,931	24,818	20,511	27,812	48,323	48,323	48,323	50,730	2,407	16
17	585800	413100	Retired Employee Benefits	(1,145)	1,058	1,236	365	512	877	877	877	1,493	616	17
18	585800	462180	Accrued Comp Time Exp	2,054	(700)	869	0	0	0	0	0	0	0	18
19	585800	462190	Accrued Sick Leave Exp	(1,162)	979	(526)	0	0	0	0	0	0	0	19
20	585800	462200	Accrued Vacation Expense	(1,994)	2,635	2,192	0	0	0	0	0	0	0	20
21	585800	491640	Trnsfr To Workers Comp	5,909	6,323	7,065	3,405	4,416	7,821	7,821	7,821	8,200	379	21
22	TOTAL PERSONNEL SERVICES			317,739	339,746	346,577	173,493	227,437	400,930	430,200	430,200	447,756	17,556	22
23														23
24	OPERATIONS & MAINTENANCE													24
25	585800	421000	Books Subscr & Mmbrshp	0	0	0	0	500	500	500	500	500	0	25
26	585800	423000	Travel & Training	0	1,475	0	0	1,400	1,400	1,400	1,400	1,400	0	26
27	585800	424000	Office Supplies	1,486	872	1,579	492	508	1,000	1,000	1,000	1,000	0	27
28	585800	425000	Equip Supplies & Maint	201,561	213,580	175,601	68,244	131,756	200,000	200,000	200,000	196,500	(3,500)	28
29	585800	426000	Bldg & Grnd Suppl & Maint	2,227	1,562	1,917	282	1,718	2,000	2,000	2,000	2,000	0	29
30	585800	427000	Utilities	7,168	7,265	6,021	1,466	5,534	7,000	7,000	7,000	7,000	0	30
31	585800	428000	Telephone Expense	0	0	0	0	0	0	0	0	3,500	3,500	31
32	585800	431050	Credit Card Merchant Fees	2,051	1,978	2,223	1,191	809	2,000	2,000	2,000	2,000	0	32
33	585800	431100	Legal And Auditing Fees	800	752	752	712	40	752	752	752	752	0	33
34	585800	448000	Operating Supplies	41,545	45,241	53,476	51,855	2,145	54,000	50,000	50,000	55,000	5,000	34
35	585800	448010	Garbage Containers	25,274	27,724	38,117	30,850	6,150	37,000	30,000	30,000	35,000	5,000	35
36	585800	451100	Insurance & Surety Bonds	5,062	5,363	5,786	5,744	0	5,744	6,075	6,075	6,075	0	36
37	585800	452300	Uncollectible Accounts	820	1,459	1,510	796	1,204	2,000	2,000	2,000	2,000	0	37
38	585800	461000	Miscellaneous Expense	90	120	287	0	150	150	150	150	150	0	38
39	585800	491150	Trnsfr To Admin Svcs	56,511	56,511	56,511	28,256	28,255	56,511	56,511	56,511	88,275	31,764	39
40	TOTAL OPERATIONS & MAINTENANCE			344,595	363,901	343,780	189,888	180,169	370,057	359,388	359,388	401,152	41,764	40
41														41
42	TOTAL OPERATING EXPENSES			662,334	703,647	690,357	363,381	407,606	770,987	789,588	789,588	848,908	59,320	42
43														43
44	EARNINGS (LOSS) FROM OPERATIONS			189,063	152,485	222,004	14,906	216,649	231,555	212,954	212,954	158,764	(54,190)	44

# BUDGET (CONTINUED)

1	SANITATION			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3														3
4														4
5														5
6	<b>NON-OPERATING REVENUES (EXPENSES):</b>													6
7	586010 361000	Interest Earnings	14,738	12,482	14,622	9,345	0	9,345	8,500	8,500	8,600	100	7	
8	586000 369000	Sundry Revenues	251	0	122	0	0	0	0	0	0	0	8	
9	586020 364000	Gain on Fixed Asset Sales	11,400	0	1,775	0	0	0	0	0	0	0	9	
10	587000 369020	Income From Uncoll Accts	483	593	411	268	200	468	200	200	300	100	10	
11	<b>NON-OPERATING REVENUES - NET</b>			<b>26,872</b>	<b>13,076</b>	<b>16,930</b>	<b>9,614</b>	<b>200</b>	<b>9,814</b>	<b>8,700</b>	<b>8,700</b>	<b>8,900</b>	<b>200</b>	11
12														12
13	<b>SANITATION - CAPITAL PROJECTS</b>													13
14	585800 474600	Vehicles	0	0	0	236,151	0	236,151	254,000	254,000	95,000	(159,000)	14	
15	<b>TOTAL CAPITAL EXPENSES</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>236,151</b>	<b>0</b>	<b>236,151</b>	<b>254,000</b>	<b>254,000</b>	<b>95,000</b>	<b>(159,000)</b>	15
16	<i>Not included in "Earnings (Loss) Before Operating Transfers" when depreciation included.</i>													16
17														17
18	<b>Accrual Accounting Adjustments</b>													18
19	585800 454800	Depreciation Expense	137,186	164,948	148,127	0	0	0	N/A	N/A	N/A	N/A	19	
20	585800 496000	Fixed Assets Adjustments	0	0	0	0	0	0	N/A	N/A	N/A	N/A	20	
21	<b>Total Accrual Accounting Adjustments</b>			<b>137,186</b>	<b>164,948</b>	<b>148,127</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	21
22														22
23	<b>TOTAL SANITATION EXPENSES</b>			<b>799,520</b>	<b>868,595</b>	<b>838,484</b>	<b>599,532</b>	<b>407,606</b>	<b>1,007,138</b>	<b>1,043,588</b>	<b>1,043,588</b>	<b>943,908</b>	<b>(99,680)</b>	23
24														24
25	<b>EARNINGS (LOSS) BEFORE OPERATING TRANSFERS</b>			<b>78,749</b>	<b>613</b>	<b>90,807</b>	<b>(211,631)</b>	<b>216,849</b>	<b>5,218</b>	<b>(32,346)</b>	<b>(32,346)</b>	<b>72,664</b>	<b>105,010</b>	25
26														26
27	<b>OPERATING TRANSFERS IN (OUT):</b>													27
28	588000 389100	Trnsfr-Replacement Rsrv	0	0	(0)	16,173	0	16,173	32,346	32,346	0	(32,346)	28	
29	585800 492100	Contr To Replacement Rsrv	0	0	0	0	0	0	0	0	(72,664)	(72,664)	29	
30	<b>TOTAL OPERATING TRANSFERS IN (OUT)</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>16,173</b>	<b>0</b>	<b>16,173</b>	<b>32,346</b>	<b>32,346</b>	<b>(72,664)</b>	<b>(105,010)</b>	30
31														31
32	<b>NET EARNINGS (LOSS)</b>			<b>78,749</b>	<b>613</b>	<b>90,807</b>	<b>(195,458)</b>	<b>216,849</b>	<b>21,391</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	32

# ORGANIZATIONAL CHART



# CEMETERY

## OVERVIEW

The staff at the Bountiful City Cemetery consists of three full time employees, one regular part time employee and two or three seasonal employees. The Department's responsibility is to maintain and care for the grounds of the cemetery, sell burial spaces, maintain records on burial spaces and perform grave openings/closings for funeral services.

Some of our major accomplishments of 2015:

Resurfaced 3 Roads (Pine, Oak, and Birch – May 2015)  
Performed 396 Burials (Previous year – 351)

## GOALS & PROJECTS

Our goal is to provide a peaceful, well-maintained and dignified environment for families and friends to hold funeral services, visit their deceased loved ones and pay tribute to our beloved Veterans.

### 2016 Projects

#### **Vinyl Fence**

Staff anticipates replacing 510 linear feet of existing chain link fence with six foot vinyl privacy fence on the west and north sides of plat 0. Sales in this plat have been slow. Feedback from the citizens is that they are uncomfortable with the visibility through the fence into their burial spaces as they celebrate their loved ones. We expect this improvement to help with sales.

#### **Road Resurface**

Plans are set to resurface the last two east roads on the north end of the cemetery.

## LINE-ITEM HIGHLIGHTS

### **Personnel Services**

**Decrease \$6,532**

The decrease is the combined result of the difference in salaries between a retired employee and the new employee, including FICA taxes, medical insurance, retirement and workers comp.

### **Acct #595900-423000 – Travel and Training**

**Increase \$1,000**

We are requesting this increase for one additional employee to go to the annual Cemetery industry conference and 2 employees to get pesticide certified.

### **Acct #595900-425000 – Equipment Supplies and Maintenance**

**Increase \$2,000**

With the addition of the next west property plat (79,000 s.f.) new turf, we are requesting this increase to cover the additional cost of small equipment and general vehicle maintenance.

### **Acct# 595900-448000 – Operating Supplies**

**Increase \$3,000**

With the addition of the next west property plat (79,000 s.f.) new turf, we are requesting this increase to cover the additional cost of fertilizer, pesticides and general maintenance supplies.

### **Acct #595900-448000 – Operating Supplies**

**Increase \$500**

This increase is being requested to cover the costs associated with the increased cost of First Aid supplies, personal protection equipment, uniforms and winter clothing allowances.

### **Acct #595900- 491150 Transfer to Administrative Services**

**Increase \$34,308**

This transfer is made for the purpose of reimbursing the General Fund of the City for services provided to the Enterprise Funds. Those services include such things as payroll/employee benefits, accounting, budgeting, legal, and insurance, billing/customer service and other professional services provided by department staff members of the General Fund. The transfer amounts were recently restudied and revised to ensure their accuracy and adequacy for cost recovery in services provided. These amounts will be periodically restudied and revised for this purpose in future years.

### **Acct #595900-473100 - Improvements other than Buildings**

**Decrease \$142,000**

We are requesting \$31,000 to pay for the vinyl fence around plat O and the resurfacing of two roads. The decrease is the result of last year's improvement budget of \$192,000 minus this year's \$50,000 request.

### **Acct #595900.474500 - Machinery & Equipment**

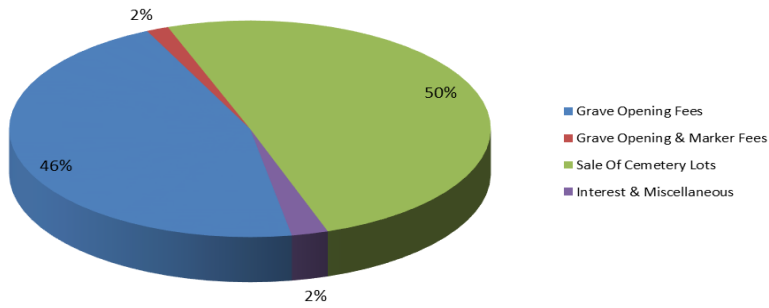
**Decrease \$15,000**

We are requesting \$40,000 to purchase a new maintenance vehicle with a snow plow for the Cemetery Sexton. The decrease is the difference between last year's equipment budget of \$55,000 minus this year's \$40,000 request.

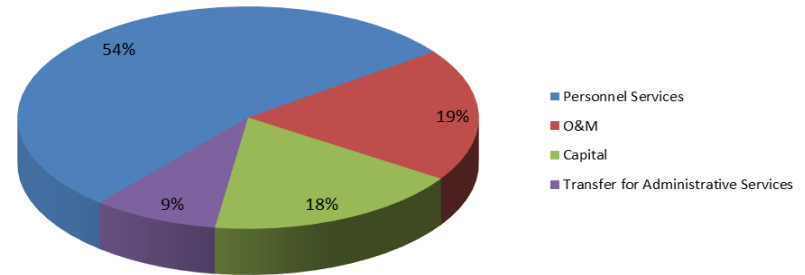


# BUDGET GRAPHS

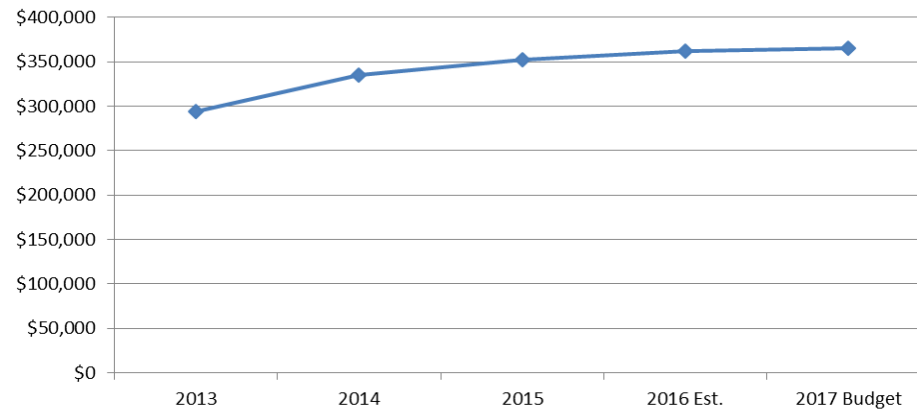
## 2017 Cemetery Revenues



## 2017 Cemetery Expenses



## Budget History (Less Capital)



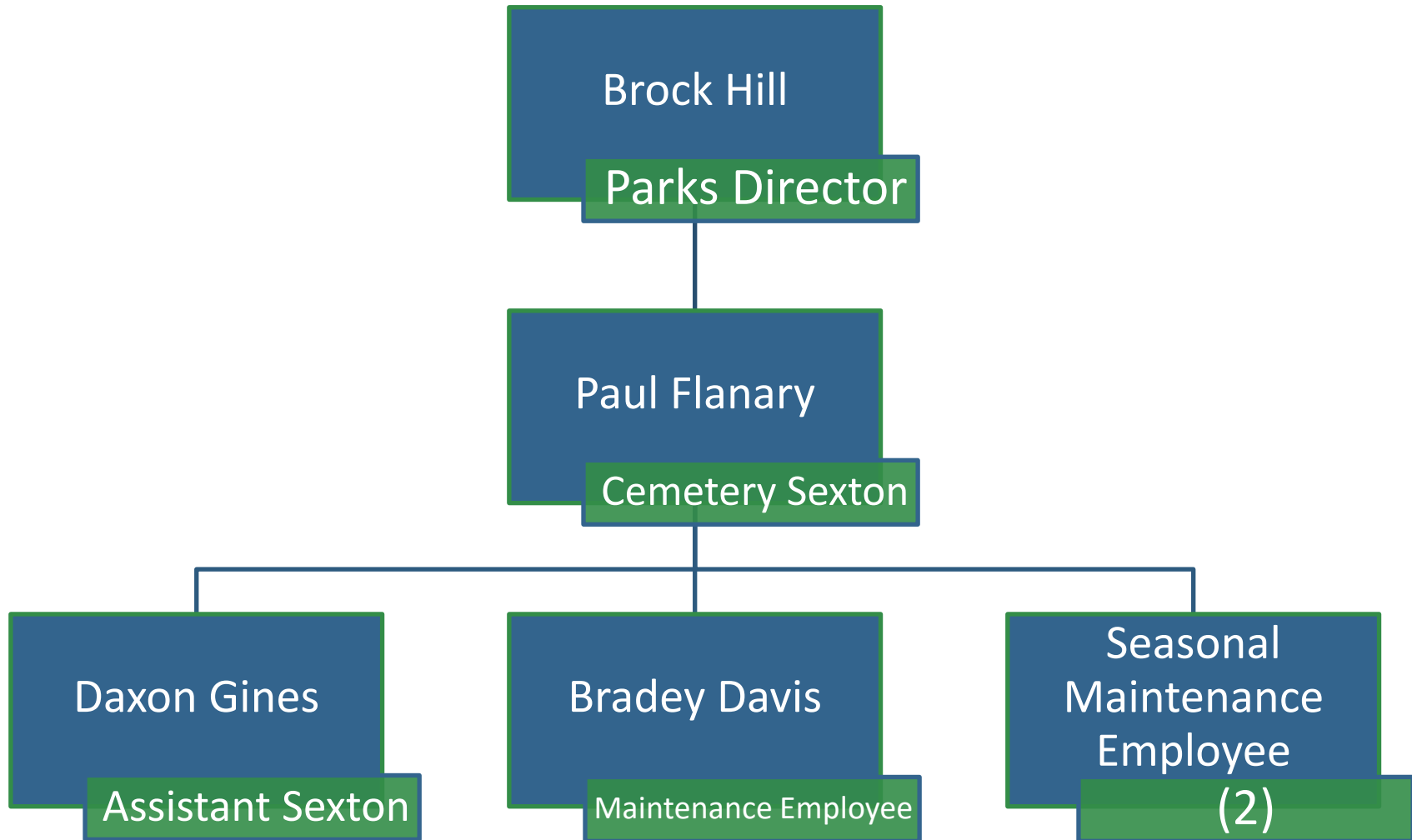
# BUDGET

1	CEMETERY												1
2													2
3	Account Number	Account Description	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	6 Month Actual	6 Month Estimate	Fiscal Year 2016 Est.	Fiscal Year 2016 Budget	Amended Fiscal Year 2016 Budget	Fiscal Year 2017 Budget	Dollar Change	3
4													4
5	OPERATING REVENUE												5
6	597000 348300	Grave Opening Fees	149,970	161,560	278,100	125,375	80,000	205,375	190,000	195,000	190,000	0	6
7	597000 348400	Flat Marker Fee	2,680	2,600	2,670	1,265	1,350	2,615	2,300	2,300	2,300	0	7
8	597030 362000	Rental Income	3,900	3,900	3,900	1,950	2,000	3,950	3,900	3,900	3,900	0	8
9	597050 348100	Sale Of Cemetery Lots	173,215	255,443	229,925	142,485	64,000	206,485	209,000	209,000	209,000	0	9
10	<b>TOTAL OPERATING REVENUES</b>		<b>329,765</b>	<b>423,503</b>	<b>514,595</b>	<b>271,075</b>	<b>147,350</b>	<b>418,425</b>	<b>405,200</b>	<b>410,200</b>	<b>405,200</b>	<b>0</b>	<b>10</b>
11													11
12	OPERATING EXPENSES												12
13	PERSONNEL SERVICES:												13
14	595900 411000	Salaries - Perm Employees	117,550	126,569	150,997	79,581	83,000	162,581	163,625	163,625	160,728	(2,897)	14
15	595900 412000	Salaries-Temp & Part-Time	47,089	45,316	31,221	16,707	8,000	24,707	24,000	26,000	24,000	0	15
16	595900 413010	Fica Taxes	12,383	12,970	13,781	7,262	7,200	14,462	14,353	14,353	14,132	(221)	16
17	595900 413020	Employee Medical Ins	21,197	22,102	29,368	15,002	17,250	32,252	33,873	33,873	33,365	(508)	17
18	595900 413030	Employee Life Ins	621	717	910	399	600	999	1,100	1,100	1,084	(16)	18
19	595900 413040	State Retirement & 401 K	19,579	22,656	12,925	12,611	16,000	28,611	31,180	31,180	30,627	(553)	19
20	595900 413100	Retired Employee Benefits	(784)	724	847	250	350	600	600	600	1,022	422	20
21	595900 462180	Accrued Comp Time Exp	3,135	1,349	6,135	0	1,000	1,000	1,000	1,000	0	(1,000)	21
22	595900 462190	Accrued Sick Leave Exp	1,428	623	(1,052)	0	700	700	700	700	0	(700)	22
23	595900 462200	Accrued Vacation Expense	3,049	1,842	5,938	0	1,000	1,000	1,000	1,000	0	(1,000)	23
24	595900 491640	Trnsfr To Workers Comp	2,989	3,148	3,425	1,807	1,650	3,457	3,673	3,673	3,615	(58)	24
25	<b>TOTAL PERSONNEL SERVICES</b>		<b>228,237</b>	<b>238,017</b>	<b>254,494</b>	<b>133,620</b>	<b>136,750</b>	<b>270,370</b>	<b>275,104</b>	<b>277,104</b>	<b>268,572</b>	<b>(6,532)</b>	<b>25</b>
26													26
27	OPERATIONS AND MAINTENANCE:												27
28	595900 421000	Books Subscr & Mmbrshp	262	227	0	0	275	275	350	350	350	0	28
29	595900 423000	Travel & Training	0	16	1,629	0	600	600	500	500	1,500	1,000	29
30	595900 424000	Office Supplies	2,674	3,127	3,190	857	2,000	2,857	3,200	3,200	3,200	0	30
31	595900 425000	Equip Supplies & Maint	20,470	26,749	18,200	15,340	13,500	28,840	28,000	28,000	30,000	2,000	31
32	595900 426000	Bldg & Grnd Suppl & Maint	23,786	45,759	32,874	27,543	8,000	35,543	35,000	38,000	38,000	3,000	32
33	595900 427000	Utilities	8,946	9,530	8,505	2,590	6,350	8,940	10,300	10,300	10,300	0	33
34	595900 428000	Telephone Expense	2,795	2,948	2,216	1,053	2,500	3,553	3,600	3,600	3,600	0	34
35	595900 431000	Profess & Tech Services	340	335	335	318	0	318	345	345	345	0	35
36	595900 431050	Credit Card Merchant Fees	3,696	4,567	2,302	1,890	3,000	4,890	4,000	4,000	4,000	0	36
37	595900 431400	Landfill Fees	0	36	9	3	50	53	90	90	90	0	37
38	595900 448000	Operating Supplies	1,067	1,045	2,312	2,462	1,000	3,462	2,300	2,300	2,800	500	38
39	595900 451100	Insurance & Surety Bonds	2,155	2,283	2,311	2,728	0	2,728	2,397	2,397	2,397	0	39
40	595900 453600	Loss-Deleted Fixed Assets	0	0	13,916	0	0	0	0	0	0	0	40
41	595900 461000	Miscellaneous Expense	0	126	141	90	90	180	90	90	90	0	41
42	595900 491150	Trnsfr To Admin Srvc	9,476	9,700	9,700	4,850	4,800	9,650	9,700	9,700	44,008	34,308	42
43	<b>TOTAL OPERATIONS AND MAINTENANCE</b>		<b>75,667</b>	<b>106,447</b>	<b>97,639</b>	<b>59,723</b>	<b>42,165</b>	<b>101,888</b>	<b>99,872</b>	<b>102,872</b>	<b>140,680</b>	<b>40,808</b>	<b>43</b>
44													44
45	<b>TOTAL OPERATING EXPENSES</b>		<b>303,904</b>	<b>344,464</b>	<b>352,133</b>	<b>193,343</b>	<b>178,915</b>	<b>372,258</b>	<b>374,976</b>	<b>379,976</b>	<b>409,252</b>	<b>34,276</b>	<b>45</b>

## BUDGET (CONTINUED)

1	CEMETERY			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3														3
4														4
5														5
6	<b>EARNINGS (LOSS) FROM OPERATIONS</b>		25,861	79,039	162,462	77,732	(31,565)	46,167	30,224	30,224	(4,052)	(34,276)	6	
7														7
8	<b>NON-OPERATING REVENUES (EXPENSES):</b>													8
9	596010	361000	Interest Earnings	10,793	9,422	11,415	8,153	3,000	11,153	8,200	8,200	8,200	0	9
10	596000	369000	Sundry Revenues	2,056	2,560	2,150	1,000	1,000	2,000	2,000	2,000	2,000	0	10
11	596020	364000	Gain on Fixed Asset Sales	0	0	3,930	0	0	0	0	0	0	0	11
12	<b>NON-OPERATING REVENUES - NET</b>			12,849	11,982	17,495	9,153	4,000	13,153	10,200	10,200	10,200	0	12
13														13
14	<b>CEMETERY - CAPITAL PROJECTS</b>													14
15	595900	473100	Improv Other Than Bldgs	0	0	17,833	0	167,000	167,000	192,000	192,000	50,000	(142,000)	15
16	595900	474500	Machinery & Equipment	0	0	6,145	0	55,000	55,000	55,000	55,000	40,000	(15,000)	16
17	<b>TOTAL CAPITAL EXPENSES</b>			0	0	23,978	0	222,000	222,000	247,000	247,000	90,000	(157,000)	17
18	<i>Not included in "Earnings (Loss) Before Operating Transfers" when depreciation included.</i>													18
19														19
20	<b>Accrual Accounting Adjustments</b>													20
21	595900	454800	Depreciation Expense	19,268	24,748	30,629	0	0	0	N/A	N/A	N/A	N/A	21
22	595900	496000	Fixed Assets Adjustments	0	0	0	0	0	0	N/A	N/A	N/A	N/A	22
23	<b>Total Accrual Accounting Adjustments</b>			19,268	24,748	30,629	0	0	0	0	0	0	0	23
24														24
25	<b>TOTAL CEMETERY EXPENSES</b>			303,904	344,464	376,111	193,343	400,915	594,258	621,976	626,976	499,252	(122,724)	25
26														26
27	<b>EARNINGS (LOSS) BEFORE OPERATING TRANSFERS</b>			19,442	66,273	125,350	86,885	(249,565)	(162,680)	(206,576)	(206,576)	(83,852)	122,724	27
28														28
29	<b>OPERATING TRANSFERS IN (OUT):</b>													29
30	598000	389010	Trnsfr-Unapprop Ret Erngs	0	0	0	0	0	0	206,576	206,576	83,852	(122,724)	30
31	595900	491900	Trnfr To Unappr Ret Erngs	0	0	0	0	0	0	0	0	0	0	31
32	<b>TOTAL OPERATING TRANSFERS IN (OUT)</b>			0	0	0	0	0	0	206,576	206,576	83,852	(122,724)	32
33														33
34	<b>NET EARNINGS (LOSS)</b>			19,442	66,273	125,350	86,885	(249,565)	(162,680)	0	0	0	0	34

## ORGANIZATIONAL CHART



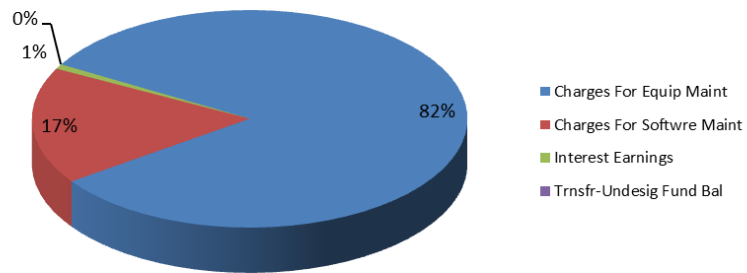
# INTERNAL SERVICE FUNDS



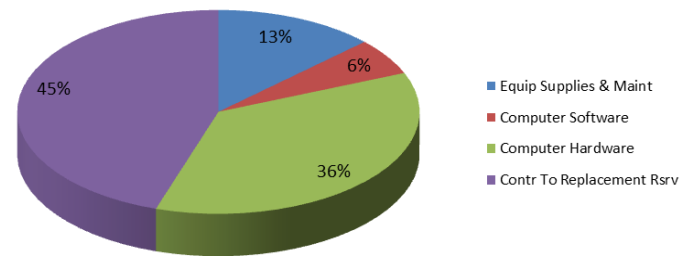
# COMPUTER REPLACEMENT

## BUDGET GRAPHS

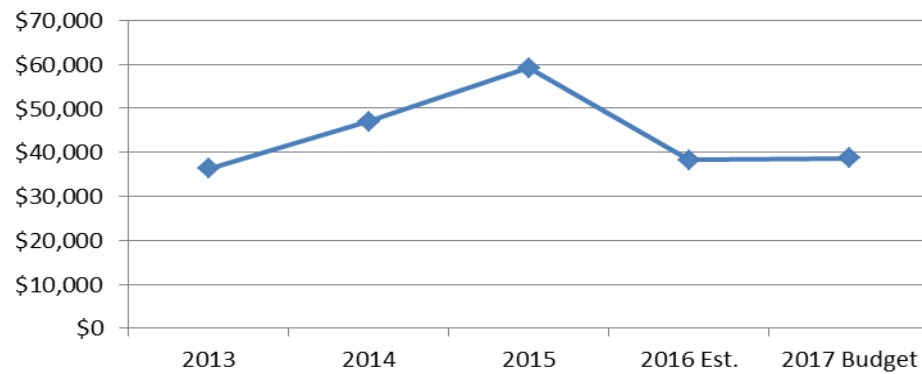
### 2017 Computer Replacement Revenue



### 2017 Computer Replacement Expenses



### Budget History (Less Capital)



# BUDGET

1	<b>COMPUTER REPLACEMENT</b>														1
2				Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Fiscal Year	Dollar	2
3	Account Number		Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget		Change	3
4															4
5	<b>REVENUES</b>														5
6	614000	341000	Charges For Equip Maint	28,561	28,561	28,711	31,270	0	31,270	31,270	31,270	31,270	31,626	356	6
7	614000	341100	Charges For Softwre Maint	6,338	6,338	6,338	6,715	0	6,715	6,715	6,715	6,715	6,715	0	7
8	616010	361000	Interest Earnings	483	505	419	175	100	275	278	278	278	278	0	8
9	618000	389000	Trnsfr-Undesig Fund Bal	0	0	0	0	0	0	0	0	0	0	0	9
10	<b>TOTAL REVENUE</b>			35,382	35,404	35,468	38,160	100	38,260	38,263	38,263	38,619	38,619	356	10
11															11
12	<b>EXPENSES</b>														12
13	616100	425000	Equip Supplies & Maint	4,640	9,574	6,746	1,734	4,000	5,734	5,000	5,000	5,000	5,000	0	13
14	616100	429200	Computer Software	3,100	633	34,089	595	1,500	2,095	2,250	2,250	2,250	2,250	0	14
15	616100	429300	Computer Hardware	28,583	36,831	18,417	5,507	14,000	19,507	20,000	20,000	14,000	14,000	(6,000)	15
16	616100	492100	Contr To Replacement Rsrv	0	0	0	0	10,926	10,926	11,013	11,013	17,369	17,369	6,356	16
17	<b>TOTAL EXPENSE</b>			36,323	47,038	59,251	7,837	30,426	38,263	38,263	38,263	38,619	38,619	356	17



# LIABILITY INSURANCE

## OVERVIEW

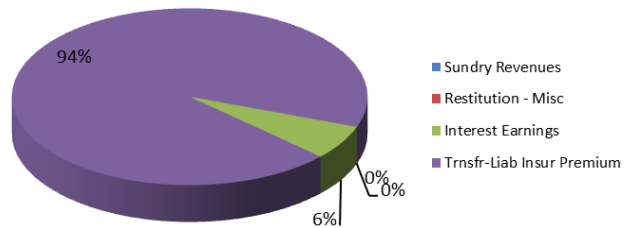
The City Attorney is responsible for administering the Liability Fund and personally handles all claims and lawsuits against the City, consulting with outside counsel as necessary. It is never known what or when incidents, accidents or events will occur so claims and payouts vary widely from year to year. The City is self-insured up to \$350,000 and has commercial liability insurance from \$350,000 to \$10,000,000.

## LINE-ITEM HIGHLIGHTS

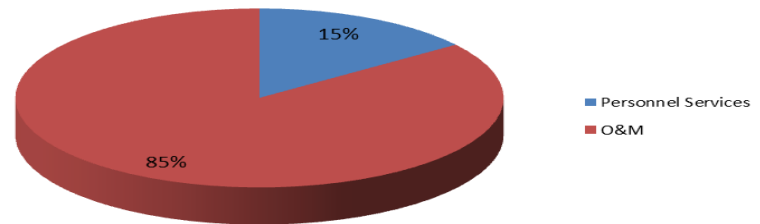
The expenditures for the Liability Insurance Fund for Fiscal Year 2015-2016 should come in within the approved budget. The budget for Fiscal Year 2016-2017 is nearly the same as the prior year. There is nothing to report within the Liability budget on a capital plan.

# BUDGET GRAPHS

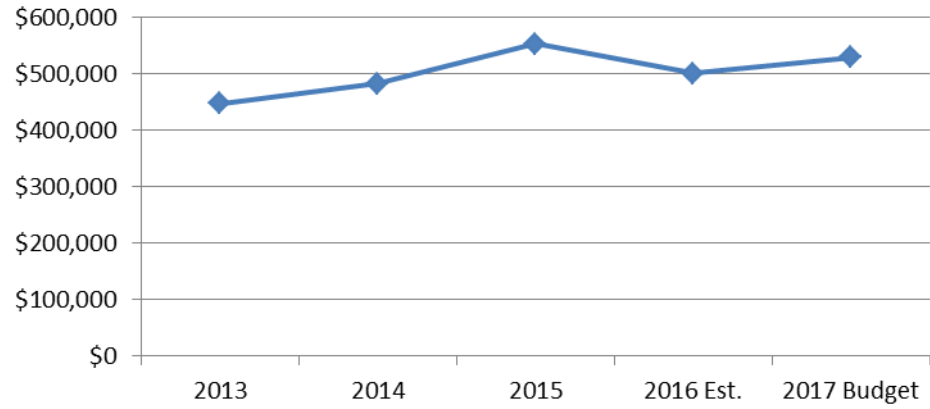
## 2017 Liability Insurance Revenues



## 2017 Liability Insurance Expenses



## Budget History (Less Capital)



# BUDGET

1	LIABILITY INSURANCE			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number			2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2
3	LIABILITY INSURANCE FUND													3
4	OPERATING REVENUES													4
5	636000	369000	Sundry Revenues	729	897	0	0	0	0	0	0	0	0	5
6	636000	369300	Restitution - Misc	0	46	0	0	0	0	0	0	0	0	6
7	636010	361000	Interest Earnings	27,636	22,073	23,002	13,827	13,827	27,654	20,000	20,000	22,500	2,500	7
8	637000	380300	Trnsfr-Liab Insur Premium	300,704	318,583	338,784	335,709	0	335,709	325,000	325,000	335,000	10,000	8
9	TOTAL REVENUE			329,070	341,599	361,786	349,536	13,827	363,363	345,000	345,000	357,500	12,500	9
10	OPERATING EXPENSES													10
11	PERSONNEL SERVICES													11
12	636300	411000	Salaries - Perm Employees	57,338	63,648	62,715	33,429	32,545	65,974	65,974	65,974	54,396	(11,578)	12
13	636300	412000	Salaries-Temp & Part-Time	3,921	0	0	0	0	0	0	0	0	0	13
14	636300	413010	Fica Taxes	3,526	3,804	3,899	1,658	3,389	5,047	5,047	5,047	4,161	(886)	14
15	636300	413020	Employee Medical Ins	4,594	5,291	5,752	2,916	3,798	6,714	6,714	6,714	8,195	1,481	15
16	636300	413030	Employee Life Ins	276	338	347	168	261	429	429	429	364	(65)	16
17	636300	413040	State Retirement & 401 K	9,411	11,323	7,136	6,305	6,276	12,581	12,581	12,581	10,373	(2,208)	17
18	636300	491640	Trnsfr To Workers Comp	178	187	190	101	97	198	198	198	163	(35)	18
19	TOTAL PERSONNEL SERVICES			79,244	84,591	80,038	44,577	46,366	90,943	90,943	90,943	77,654	(13,289)	19
20	OPERATIONS & MAINTENANCE													20
21	636300	423000	Travel & Training	0	0	1,301	0	400	400	400	400	400	0	21
22	636300	431000	Profess & Tech Services	888	10,520	4,021	5,486	4,514	10,000	10,000	10,000	10,000	0	22
23	636300	451100	Insurance & Surety Bonds	300,704	318,583	338,784	338,127	0	338,127	340,000	340,000	340,000	0	23
24	636300	451150	Liability Claims/Deductible	66,162	68,522	128,695	11,425	50,000	61,425	100,000	100,000	100,000	0	24
25	TOTAL OPERATIONS & MAINTENANCE			367,754	397,625	472,801	355,038	54,914	409,952	450,400	450,400	450,400	0	25
26	TOTAL OPERATING EXPENSES			446,998	482,216	552,839	399,615	101,280	500,895	541,343	541,343	528,054	(13,289)	26
27	EARNINGS (LOSS) BEFORE OPERATING TRANSFERS			(117,928)	(140,617)	(191,053)	(50,079)	(87,453)	(137,532)	(196,343)	(196,343)	(170,554)	25,789	27
28	OPERATING TRANSFERS IN (OUT)													28
29	638000	389000	Trnsfr-Undesig Fund Bal	0	0	0	0	0	0	196,343	196,343	170,554	(25,789)	29
30	NET OPERATING TRANSFERS			0	0	0	0	0	0	196,343	196,343	170,554	(25,789)	30
31	NET EARNINGS (LOSS)			(117,928)	(140,617)	(191,053)	(50,079)	(87,453)	(137,532)	0	0	0	0	31



# WORKER'S COMPENSATION FUND

## OVERVIEW

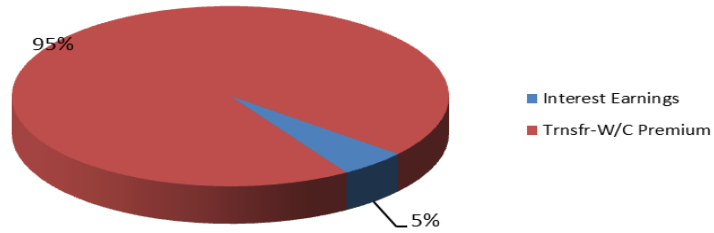
The City Attorney oversees the Workers Compensation Fund. As required by State law, claims are handled by a third party administrator, which is now Tristar Risk Management. It is never known what or when incidents, accidents or events will occur so on the job injury claims and resulting treatments vary widely from year to year. The City is self-insured up to \$350,000 and has commercial insurance above that amount.

## LINE-ITEM HIGHLIGHTS

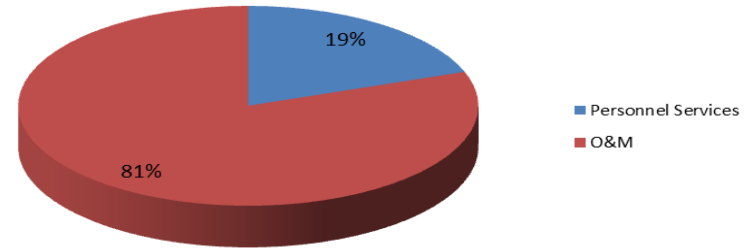
The expenditures for the Liability Insurance Fund for Fiscal Year 2015-2016 should come in within the approved budget. The budget for Fiscal Year 2016-2017 is nearly the same as the prior year. Salaries reflect an increase for compensation adjustments and health insurance rates. There is nothing to report within the Workers Compensation budget on a capital plan.

# BUDGET GRAPHS

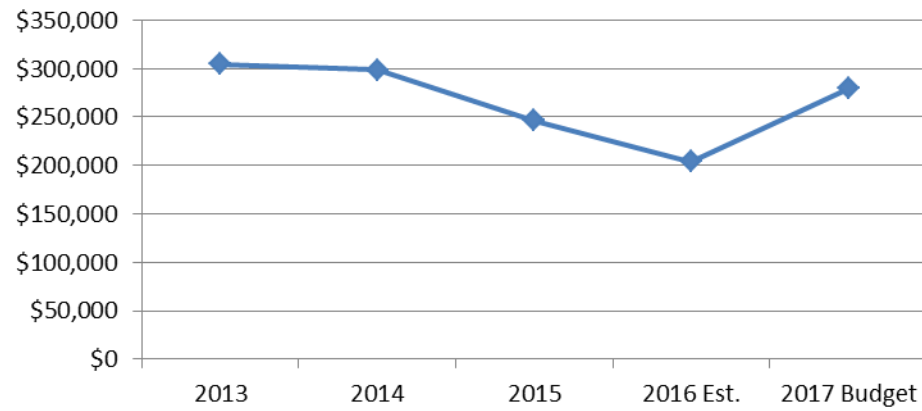
**2017 Worker's Compensation Insurance Revenues**



**2017 Worker's Compensation Insurance Expense**



**Budget History (Less Capital)**



# BUDGET

1	WORKERS COMPENSATION			Fiscal Year	Fiscal Year	Fiscal Year	6 Month	6 Month	Fiscal Year	Fiscal Year	Amended	Fiscal Year	Dollar	1
2	Account Number	Account Description	2013	2014	2015	Actual	Estimate	2016 Est.	2016 Budget	2016 Budget	2017 Budget	Change	2	
3														3
4														4
5	OPERATING REVENUES													5
6	646010	361000	Interest Earnings	12,776	10,563	11,297	7,010	7,010	14,020	9,000	9,000	12,500	3,500	6
7	647000	380400	Trnsfr-W/C Premium	216,252	231,306	238,792	118,797	118,797	237,594	235,000	235,000	238,000	3,000	7
8	TOTAL REVENUES			229,028	241,870	250,089	125,807	125,807	251,614	244,000	244,000	250,500	6,500	8
9														9
10	OPERATING EXPENSES													10
11	PERSONNEL SERVICES													11
12	646400	411000	Salaries - Perm Employees	36,016	40,105	37,275	19,061	20,704	39,765	39,765	39,765	37,864	(1,901)	12
13	646400	413010	Fica Taxes	2,415	2,760	2,594	1,219	1,823	3,042	3,042	3,042	2,897	(145)	13
14	646400	413020	Employee Medical Ins	4,358	4,284	4,349	2,228	3,200	5,428	5,428	5,428	5,438	10	14
15	646400	413030	Employee Life Ins	188	208	213	104	210	314	314	314	304	(10)	15
16	646400	413040	State Retirement & 401 K	5,962	6,615	4,365	3,626	3,958	7,584	7,584	7,584	7,221	(363)	16
17	646400	491640	Trnsfr To Workers Comp	105	270	107	58	61	119	119	119	114	(5)	17
18	TOTAL PERSONNEL SERVICES			49,043	54,243	48,904	26,296	29,956	56,252	56,252	56,252	53,836	(2,416)	18
19														19
20	OPERATIONS & MAINTENANCE													20
21	646400	431000	Profess & Tech Services	0	0	0	0	0	0	2,000	2,000	2,000	0	21
22	646400	435500	Admin Services - W/C	7,536	12,276	8,644	1,993	5,000	6,993	15,000	15,000	15,000	0	22
23	646400	451000	W/C Reinsurance Premiums	40,803	40,667	47,078	47,875	0	47,875	45,000	45,000	48,000	3,000	23
24	646400	451150	Liability Claims/Deductible	197,291	178,754	130,749	10,212	75,000	85,212	200,000	200,000	150,000	(50,000)	24
25	646400	461200	State Tax On Premium	9,601	12,650	10,941	7,650	0	7,650	11,000	11,000	10,000	(1,000)	25
26	TOTAL OPERATIONS & MAINTENANCE			255,230	244,346	197,412	67,730	80,000	147,730	273,000	273,000	225,000	(48,000)	26
27														27
28	TOTAL OPERATING EXPENSES			304,273	298,589	246,316	94,026	109,956	203,982	329,252	329,252	278,836	(50,416)	28
29														29
30	EARNINGS (LOSS) BEFORE OPERATING TRANSFERS			(75,245)	(56,719)	3,773	31,781	15,851	47,632	(85,252)	(85,252)	(28,336)	56,916	30
31														31
32	OPERATING TRANSFERS IN (OUT)													32
33	648000	389000	Trnsfr-Undesig Fund Bal	0	0	0	0	0	0	85,252	85,252	28,336	(56,916)	33
34	NET OPERATING TRANSFERS			0	0	0	0	0	0	85,252	85,252	28,336	(56,916)	34
35														35
36	NET EARNINGS (LOSS)			(75,245)	(56,719)	3,773	31,781	15,851	47,632	0	0	0	0	36





# FEES & CHARGES



# SCHEDULE OF FEES & CHARGES

## GENERAL FEES

Description of Fee or Charge	Unit	Fee/Charge	Comments
General Property Tax Rate	Dollar of Assessed Value	0.000890	Annual
Sales Tax	Taxable Sales	1.00%	Time of sale
RAP Tax	Taxable Sales	0.10%	Time of sale
Local Option Transportation	Taxable Sales	0.25%	Time of sale
Motor and Special Fuels	Per Gallon	\$0.294	Shared based on formula
<b><u>Franchise Taxes:</u></b>			
Electricity	Energy consumption	6.00%	Monthly
Telephone	All Services	3.50%	Monthly
Natural Gas	Energy consumption	6.00%	Monthly
Cable	Basic Service	5.00%	Monthly
E911 Surcharge Fee	Line of service	\$0.61	Monthly

## ADMINISTRATIVE FEES

Description of Fee or Charge	Unit	Fee/Charge	Comments
Photocopies:			
Standard 8 1/2" x 11"	Each	\$0.10	
Color 8 1/2" x 11"	Each	\$0.30	
Large computer printout	Each	\$0.20	
Color - Large computer printout	Each	\$0.60	
Information research/copy fee	Each	Various	Depending on how extensive the request is.
Recording of Council Meetings:			
Single-sided tape	Each	\$10.00	\$2.50 discount with customer supplied tape
Double-sided tape	Each	\$15.00	\$2.50 discount with customer supplied tape
Digital copy	Each	\$5.00	Emailed (subject to file size constraints) or on customer supplied media
Digital copy	Each	\$10.00	Compact disc
Comprehensive Annual Financial Report	Each	\$15.00	
Annual Budget Document	Each	No Charge	

## STREETS

Description of Fee or Charge	Unit	Fee/Charge	Comments
Asphalt cut repair	Base fee	\$90.00	Less than 25 square feet
	Square foot	\$3.05	25 to 150 square feet
	Square foot	\$2.75	150 to 300 square feet
	Square foot	\$2.45	300 to 500 square feet
	Square foot	\$1.75	City departments
Asphalt sawing	Lineal foot	\$2.00	
	Each	\$36.00	30 inch stop sign (high intensity)
	Each	\$50.00	36 inch stop sign (high intensity)
	Each	\$30.00	36 inch yield sign (high intensity)
	Each	\$25.84	2" x 2" x 10' Telespar post
Equipment Charge	Each	\$13.23	3 foot anchor and anchor bolt
	Mile	\$0.55	Pick up truck
	Mile	\$0.55	One ton dump truck
	Hour	\$27.00	Eight cubic yard dump truck
	Hour	\$51.50	Twelve cubic yard dump truck
	Hour	\$34.00	Flusher truck
	Hour	\$34.00	Elgin sweeper truck
	Hour	\$34.00	Bobcat
	Hour	\$57.00	Backhoe
	Hour	\$57.00	John Deere Loader
	Hour	\$62.00	John Deere Grader
	Hour	\$46.00	Large Roller
	Hour	\$68.00	Paver
	Hour	\$0.85	Chain Saw
	Hour	\$21.00	Portable Welder
Shop Charge	Hour	\$30.00	City departments
	Hour	\$50.00	Outside City
Labor	Hour	\$21.49	Regular labor cost
	Hour	\$32.34	Overtime labor cost
Sandbags	Each	\$0.38	
Asphalt	Ton	\$44.00	
Construction Site Debris Clean-up	Hour	\$500.00	After second call (one hour minimum)

## ENGINEERING

Description of Fee or Charge	Unit	Fee/Charge	Comments
Photocopies	Each	\$0.10	
Custom maps	Sq. Ft.	\$3.00	
52" x 36"	Each	\$15.00	
36" x 36" (Aerial Photo)	Each	\$10.00	
24" x 36"	Each	\$7.00	
8 1/2" x 11"	Each	\$2.00	
Xerox copies:			
24" x 36"	Each	\$5.00	
18" x 24"	Each	\$3.00	
Autocad Dwg Files:			
City Base Map	Each	\$50.00	
City Base Map with Addresses	Each	\$75.00	
City Base Map with Utilities	Each	\$75.00	
City Base Map with Zoning	Each	\$75.00	
DFX Format for the above	Each	\$10.00	
Aerial Photos (Electronic format):			
50 Foot Scale	Section	\$20.00	1/16 Section or portion
200 Foot Scale	Section	\$100.00	
With Contour Elevations	Section	\$120.00	
Excavation Permits			
First 100 feet	Each	\$50.00	
Additional 100 feet	Each	\$20.00	
Concrete Fees		Varies	Per current contract rate
Subdivision Checking and Bond Fees			
Preliminary	Lot	\$75.00	
Final	Lot	\$75.00	
Subdivision Bond Administrative Fee		0.5%	Of bond amount
Subdivision Street Signs	Each	\$150.00	
Power Fees:			
Temporary Power	Each	\$100.00	
Specifications	Each	Varies	
Building Permits	Each	Varies	Per IBC 2012 Administrative Code Building valuation based on current ICC Valuation Data
Subdivision Recording Fee:			
Subdivision	Lot	\$10.00	With \$50.00 minimum
Condominium	Sheet or Plat	\$50.00	
Storm Water Permit Fee (all sites)	Each	\$450.00	For first 6 months + \$50 for each additional month

# PARKS

Description of Fee or Charge	Unit	Fee/Charge	Comments
Large Bowery	Resident	50.00	Half day
Large Bowery	Non-Resident	100.00	Half day
Small Bowery	Resident	25.00	Half day
Small Bowery	Non-Resident	50.00	Half day
Large Bowery	Resident	100.00	All day
Large Bowery	Non-Resident	200.00	All day
Small Bowery	Resident	50.00	All day
Small Bowery	Non-Resident	100.00	All day
Stage	Without Admission/Resident	50.00	All Day
Stage	Without Admission/Non-Resident	100.00	All Day
Stage	With Admission/Resident	100.00	All Day
Stage	With Admission/Non-Resident	200.00	All Day
Reservations start on the first working Monday in January			
Reservations are transferable, but not refundable			
Tennis Court Reservation Fees	Commercial Use	5.00	for 90 minutes / Court
Courts available for reservation: (2) Mueller Park, (2) Five Points, (2) Golf Course, (2) Firefighters			
Reservation Seasons: Spring (May - July) & Summer (August- October), Courts are not available for reservation any other times.			
Hours available for reservations: Monday - Friday 10:30 a.m. - 6:00 p.m.			

## PLANNING

Description of Fee or Charge	Unit	Fee/Charge	Comments
<b>License Fees</b>			
New Commercial Business License	Base fee	\$50.00	
Renewal Commercial Business License	Base fee	\$50.00	\$25 credit if under \$20,000 annual sales \$5 per full-time employee over one \$3.00 per each rental unit exceeding three \$500 maximum fee
Liquor License	Base fee	\$50.00	
Beer License	Base fee	\$250.00	Class A
	Base fee	\$300.00	Class B
	Base fee	\$350.00	Class C
	Base fee	\$300.00	Class D
New Home Occupation License	Base fee	\$25.00	
Renewal Home Occupation License	Base fee	\$50.00	\$25 credit if under \$20,000 annual sales \$4 per full-time employee over one \$3.00 per each rental unit exceeding three \$500 maximum fee
Amusement Devices	Device	\$30.00	
Temporary License	Base fee	\$25.00	Plus \$1 per day up to a maximum of \$125
Fireworks License	Base fee	\$125.00	Per stand
<b>Development Fees</b>			
All Administrative Committee items	Base fee	\$50.00	
Commercial Site Plan	Base fee	\$400.00	First acre, plus \$100/each additional acre up to \$1,000 maximum
Multi-family Residential Site Plan	Base fee	\$400.00	First two units, plus \$50 each additional unit up to \$1,000 maximum
Single Family Residential Site Plan	Base fee	\$200.00	For homes that require Planning Commission or City Council review
Subdivision - New	Base fee	\$200.00	Plus \$50/lot up to a maximum of \$1,000



## PLANNING (CON'T)

Description of Fee or Charge	Unit	Fee/Charge	Comments
Subdivision - Condominium to PUD	Base fee	\$100.00	Plus \$25/lot up to a maximum of \$1,000
Lot Line Adjustment/Lot Combination	Base fee	\$100.00	For adjustments that require Planning Commission or City Council review
Zone Text Amendment	Base fee	\$550.00	
Zone Map Amendment (Rezoning)	Base fee	\$450.00	Plus \$100/acre up to \$1,000 maximum
Conditional Use Permit	Base fee	\$250.00	For CUP's that require Planning Commission or City Council review
Variance	Base fee	\$250.00	For variances that require Planning Commission or City Council review
Appeal of an administrative land-use determination	Base fee	\$250.00	For items decided by the Planning Director
Any and all other land-use decision appeals	Base fee	\$250.00	Half the actual cost of the Administrative Law Judge (or other appeal authority) plus the actual cost of public notice; minimum of \$250.

### Notes:

All business, home occupation, amusement device and beer/liquor licenses expire December 31st of each year and are to be renewed January 1st. A 25% penalty is charged against any license which has not been renewed by February 15th. A 50% penalty is charged against any license which has not been renewed by April 1st. A 100% penalty is charged against any license which has not been renewed by June 30th. Seasonal uses must receive Administrative Committee approval and then maintain a Commercial Business License each year of operation.

# STORM WATER

Description of Fee or Charge	Unit	Fee/Charge	Comments
Storm Water Fee	ERU	\$6.00	3,828 square feet of impervious surface equals one Equivalent Residential Unit (ERU)
Monthly finance charge on past due balances		1.50%	18% annual rate; \$10.00 minimum charge at 30 days or more past due <div style="text-align: right; color: red;">\$6.00 fee effective July 1, 2016</div> <div style="text-align: right; color: red;">\$7.00 fee effective July 1, 2017</div>
Storm Water Impact Fee - Bountiful Code Section 6.14.102(a)			
Single Family Residential	Acre	\$2,100.00	
Multi-Family Residential	Acre	\$2,350.00	
Commercial / Retail	Acre	\$3,500.00	

**Notes:**

Single Family -

1. Single family on single or more lots = 1 ERU
2. Single family on single or more lots with detached non-habitable buildings = 1 ERU
3. Single family on single lot with detached habitable building = 2 ERU or equal to total number of habitable residences.

Duplex -

1. Duplex = 1.5 ERU
2. Three Units = 2.5 ERU
3. Four Units = 3.0 ERU

Single Unit - Plex on development site with more than 4 total units -

1. Based in measurement of impervious surface and calculation of ERU.

Commercial -

1. Single development site on independent parcel measure impervious impervious surface and calculation ERU.
2. Single development site on multiple contiguous parcels - single owner:
  - > Measure impervious surface and calculate
  - > Bill owner
3. Single development site - multiple contiguous parcels - multiple owners:
  - > Calculate 1 total ERU
  - > Division by parcel at owners request
  - > Bill majority property owner
4. Multi development sites on single parcel - single owner:
  - > Measure separate development sites and calculate ERUs on each site
  - > Bill by address
5. Separate development sites contiguous with parcel boundary
  - > Measure separate sites at boundary line and calculate ERUs

# WATER

Description of Fee or Charge	Unit	Fee/Charge	Comments
<b>Impact Fee:</b>			Ref: Bountiful City Code Title 6 Chap 14
Water Supply Impact Baseline Fee	1" Equivalent Connection	\$1,300.00	
Water Storage Impact Baseline Fee	1" Equivalent Connection	\$538.00	
Total Water Development Baseline Fee	1" Equivalent Connection	\$1,838.00	For other connection sizes, see below
Equivalent Residential Connection Multipliers - Meter size: (Pressurized Irrigation Areas)		Multipliers to apply to baseline fee for other meter sizes	
	Meter Size		
	5/8 x 3/4"	\$735.20	Multiplier of 0.4
	3/4"	\$1,102.80	Multiplier of 0.6
	1"	\$1,838.00	Multiplier of 1
	1 1/2"	\$3,676.00	Multiplier of 2
	2"	\$7,352.00	Multiplier of 4
	3"	\$17,644.80	Multiplier of 9.6
	4"	\$30,878.40	Multiplier of 16.8
	6"	\$67,638.40	Multiplier of 36.8
Meter size: (Non-Pressurized Irrigation Areas)			
	5/8 x 3/4"	\$1,470.40	Multiplier of 0.8
	3/4"	\$2,205.60	Multiplier of 1.2
	1"	\$3,676.00	Multiplier of 2
	1 1/2"	\$5,514.00	Multiplier of 3
	2"	\$9,190.00	Multiplier of 5
	3"	\$20,218.00	Multiplier of 11
	4"	\$33,084.00	Multiplier of 18
	6"	\$69,844.00	Multiplier of 38
<b>Lateral/Meter Connection Fee:</b>			See Bountiful City Resolution 94-10
Cost to install service lateral, meter setter, box and positive displacement meter of the specified size (including electronic reading apparatus)	5/8 x 3/4"	\$1,010.00	
	3/4"	\$1,028.00	
	1"	\$1,085.00	
	1 1/2"	\$3,665.00	
	2"	\$4,111.00	
	3" & Larger or turbine meter		Consult Water Dept.
	Pavement Repair		Consult Street Dept.

## WATER (CON'T)

Description of Fee or Charge	Unit	Fee/Charge	Comments
<b>Monthly Service Charges:</b>	Rate Sched-Size-Min Kgal	Minimum Charge	
(Includes 50% Base Rate & 20% Overage Rate Increase; subject to change.)			
Low Elevation Water Schedule - (Reservoirs below 5,140 Elevation)			
	W1-5/8x3/4"-Up to 5 KGal	\$14.75	Low Elevation Residential Multiple-unit services will be charged the W1 rate for each dwelling unit, regardless of meter size, with minimum allotted Kgal equal to number of dwelling units X 5 Kgal.
	W7 - 1" - Up to 7 KGal	\$20.87	
	W3 (1-1/2") Up to 14 Kgal	\$37.36	
	W4 (2") Up to 22 KGal	\$56.93	
	W5 (3") Up to 40 KGal	\$101.23	
	W6 (4") Up to 65KGal	\$163.63	
	WG (6") Up to 125 KGal	\$324.23	Overage charge beyond minimum allotted: \$1.49/Kgal
High Elevation Water Schedule - (Reservoirs above 5,140 Elevation)			
	W2 (5/8x3/4") Up to 5 KGal	\$16.25	High Elevation Residential Multiple-unit services will be charged the W2 rate for each dwelling unit, regardless of meter size, with minimum allotted Kgal equal to number of dwelling units X 5 Kgal.
	W8 (1") Up to 7 KGal	\$23.38	
	WJ (1-1/2") Up to 14 Kgal	\$42.10	
	WK (2") Up to 22 KGal	\$63.80	
	WL (3") Up to 40 KGal	\$113.71	
	WM (4") Up to 65KGal	\$183.96	
			Overage charge beyond minimum allotted: \$1.65/Kgal
<b>Connect/Disconnect/Reconnect/Collection Fees:</b>			See Bountiful City Resolution 2002-08
All Customers			
a. Connect fee regular hours next day		\$15.00	
b. Connect fee regular hours same day		\$25.00	
c. Connect fee after hours		\$50.00	
d. Collection / disconnect fee		\$25.00	
e. Reconnect fee regular hours		\$25.00	
f. Reconnect fee after hours		\$90.00	
g. Return check fee		\$15.00	
h. Monthly finance charge on past due balances		1.50%	18% APR: \$10.00 Min Chg @ 30 days past due
i. Damaged ERT (Electronic Radio Transponder) replacement		\$75.00	
j. Meter Register and ERT replacement		\$160.00	
k. Meter Lid Adjustment and Repair		\$50.00	
<b>Penalty Fees:</b>			
Tampering with a meter	Per Violation	\$100.00	Plus accumulated service charges
Outside watering during prohibited hours	Per Violation	\$100.00	

## WATER (CON'T)

Description of Fee or Charge	Unit	Fee/Charge	Comments
<b>Equipment Rental Charges (not including operator):</b>		Active Hourly Rate	
JD 310 B Backhoe (Compactor)		\$50.00	
JD 410 E Backhoe/Loader		\$50.00	
JD 410 G Backhoe/Loader		\$50.00	
10-Wheel Dump Truck		\$50.00	
1 Ton Flatbed Dump Truck		\$15.00	
1/2 Ton 4 x 4 Pick up Truck		\$12.00	
1 Ton 3500 Cab/Chassis/Utility Bed Truck		\$20.00	
175 CFM Rotary Screw Compressor		\$22.00	
Pavement Saw (Diamond Blade) + Blade Wear		\$20.00	
2" Trash Pump		\$7.50	
Wacker 845 Y Rammer Compactor		\$17.00	
Small tap machine (3/4" to 2')		\$50.00	
Large tap machine (4" to 8")		\$175.00	
<b>Labor Rates:</b>		Regular Time	Overtime
Operator Labor		\$23.95/Hour	\$34.34/Hour
Supervisor Labor		\$32.26/Hour	\$48.39/Hour
<b>Main Line Tap Installation:</b>			
Includes stainless steel tapping sleeve, std. gate valve, labor & equipment costs			
A. Customer excavates and backfills per City req'ts:		\$1,325.00 to \$3,295.00, depending on size	Additional charges may apply; consult Water Dept.
B. Water Dept excavates and backfills		\$2,112.00 to \$4,156.00, depending on size	Additional charges may apply; consult Water Dept.
<b>Fire Hydrant Installation:</b>			
Materials (hydrant, pipe, lugs, gravel, gaskets, bolts, etc.)	Each	\$2,300.00	
Labor (18 man hours)	Each	\$440.00	
Equipment (backhoe, 10-wheel dump, conc saw)	Each	\$525.00	
<b>Fire Hydrant Use:</b>			
Hydrant Meter Deposit	Each	\$750.00	
Hydrant Valve Deposit	Each	\$500.00	
Meter or Valve Rental	First day	\$10.00	
Meter or Valve Rental	Each subsequent day	\$5.00	
Valve Only Rental	Per Day	\$3.00	
Water Consumption	Per 1,000 gallons	\$1.20	
Rental and Water Consumption If meter req't is waived	Flat fee	\$25.00	

# POWER

	Rate Increase: Effective For Usage As Of:	FY 2016 01 Jul 2015 \$	FY 2017 01 Jul 2016 \$
<b>RATES:</b>			
<b>RESIDENTIAL (ER):</b>			
Monthly customer charge		4.20	6.00
Energy charge per kilowatt hour (kWh)		0.0925	0.0925
<b>COMMERCIAL SMALL WITH NO DEMAND (ES):</b>			
Monthly customer charge		7.14	10.00
Energy charge per kilowatt hour (kWh)		0.1112	0.1112
<b>COMMERCIAL SMALL WITH DEMAND OF 30kW OR LESS (EX):</b>			
Monthly customer charge		7.14	10.00
Demand charge per kW for each kW in excess of 15kW		8.21	8.21
Energy charge per kWh for the first 1,500 kWh		0.1112	0.1112
Energy charge per kWh for all additional kWh		0.0624	0.0624
<b>COMMERCIAL LARGE WITH DEMAND GREATER THAN 30kW (EC):</b>			
Monthly customer charge		26.25	54.00
Demand charge per kW		13.13	13.13
Energy charge per kWh		0.0473	0.0473
<b>TEMPORARY (50 amps or less) (ET):</b>			
Monthly equipment rental		26.25	30.00
Monthly customer charge		7.14	10.00
Energy charge per kWh		0.1112	0.1112
Note: service greater than 50 amps to be billed as COMMERCIAL.			
<b>MUNICIPAL (flat rate / unmetered - only for Bountiful City accounts) (BS):</b>			
Monthly customer charge		7.14	10.00
Energy charge per kWh (same as Residential) x # kWh used (as determined by Power Dept.)		0.1112	0.1112
<b>RESIDENTIAL - NET METERING (EN):</b>			
Monthly customer charge		7.14	10.00
Energy charge per kWh for all net kWh used		0.0925	0.0925
Energy credit per kWh for all surplus generation		0.0925	0.0925
<b>COMMERCIAL SMALL WITH NO DEMAND - NET METERING (ESN):</b>			
Monthly customer charge		10.00	14.00
Energy charge per kWh for all net kWh used		0.1112	0.1112
Energy credit per kWh for all surplus generation		0.1112	0.1112
<b>COMMERCIAL SMALL WITH DEMAND OF 30kW OR LESS - NET METERING (EXN):</b>			
Monthly customer charge		10.00	14.00
Demand charge per kW for each kW in excess of 15kW		8.21	8.21
Energy charge per kWh for the first 1,500 kWh used		0.1112	0.1112
Energy charge per kWh for all additional kWh used		0.0624	0.0624
Energy credit per kWh for all surplus generation		0.0624	0.0624
<b>COMMERCIAL LARGE WITH DEMAND GREATER THAN 30 KW - NET METERING (ECN):</b>			
Monthly customer charge		26.25	54.00
Demand charge per kW		13.13	13.13
Energy charge per kWh for all net kWh used		0.0473	0.0473
Energy credit per kWh for all surplus generation		0.0473	0.0473

TBD\*: The increase in Monthly Customer Charges for all Net Metering customers is still To Be Determined.

# POWER (CON'T)

	Rate Increase:	FY 2016	FY 2017
	Effective For Usage As Of:	1.0000	1.0000
		01 Jul 2015	01 Jul 2016
		\$	\$
<b>OTHER RATES (these require the approval of the Power Department):</b>			
<b>COMMERCIAL POWER FACTOR CORRECTION:</b>			
For every 1% less than 95%		increase meter kWh 1%	meter kWh 1%
<b>COMMERCIAL SMALL SEASONAL (ES):</b>			
Monthly customer charge		7.14	10.00
Energy charge per kWh		0.1112	0.1112
<b>MOBILE HOME &amp; HOUSE TRAILER PARK:</b>			
Individual meters		(see RESIDENTIAL SERVICE)	(see RESIDENTIAL SERVICE)
Master meters (existing meters only)		(see COMMERCIAL SERVICE)	(see COMMERCIAL SERVICE)
<b>SECURITY AREA LIGHTING:</b>			
1 Mercury 175 Power Bracket - NO NEW INSTALLATIONS ACCEPTED		16.80	16.80
2 Mercury 250 Flood Light - NO NEW INSTALLATIONS ACCEPTED		22.37	22.37
3 Mercury 250 Horizontal - NO NEW INSTALLATIONS ACCEPTED		19.92	19.92
4 Mercury 250 Post Top with Pole - NO NEW INSTALLATIONS ACCEPTED		20.23	20.23
5 Mercury 400 Flood Light - NO NEW INSTALLATIONS ACCEPTED		27.23	27.23
6 Mercury 400 Horizontal - NO NEW INSTALLATIONS ACCEPTED		25.20	25.20
7 Mercury 400 Power Bracket - NO NEW INSTALLATIONS ACCEPTED		25.49	25.49
8 Mercury 1000 Flood Light - NO NEW INSTALLATIONS ACCEPTED		49.24	49.24
9 Metal Halide 250 Flood Light - NO NEW INSTALLATIONS ACCEPTED		25.33	25.33
10 Metal Halide 400 Flood Light - NO NEW INSTALLATIONS ACCEPTED		30.61	30.61
11 Metal Halide 1000 Flood Light - NO NEW INSTALLATIONS ACCEPTED		53.70	53.70
12 High Pressure Sodium 100 Main Street - NO NEW INSTALLATIONS ACCEPTED		17.29	6.08
13 High Pressure Sodium 100 Post Top with Pole - NO NEW INSTALLATIONS ACCEPTED		17.29	17.29
14 High Pressure Sodium 150 Decorative - NO NEW INSTALLATIONS ACCEPTED		33.54	33.54
15 High Pressure Sodium 150 Flood Light - NO NEW INSTALLATIONS ACCEPTED		18.87	18.87
16 High Pressure Sodium 150 Horizontal - NO NEW INSTALLATIONS ACCEPTED		18.62	18.62
17 High Pressure Sodium 150 Mini Flood Light - NO NEW INSTALLATIONS ACCEPTED		18.87	18.87
18 High Pressure Sodium 150 Main Street - NO NEW INSTALLATIONS ACCEPTED		6.08	6.08
19 High Pressure Sodium 150 Post Top with Pole - NO NEW INSTALLATIONS ACCEPTED		18.62	18.62
20 High Pressure Sodium 200 Horizontal - NO NEW INSTALLATIONS ACCEPTED		20.10	20.10
21 High Pressure Sodium 250 Flood Light - NO NEW INSTALLATIONS ACCEPTED		24.84	24.84
22 High Pressure Sodium 250 Horizontal - NO NEW INSTALLATIONS ACCEPTED		22.41	22.41
23 High Pressure Sodium 250 Post Top with Pole - NO NEW INSTALLATIONS ACCEPTED		22.64	22.64
24 High Pressure Sodium 400 Flood Light - NO NEW INSTALLATIONS ACCEPTED		31.15	31.15
25 High Pressure Sodium 400 Horizontal - NO NEW INSTALLATIONS ACCEPTED		28.21	28.21
26 High Pressure Sodium 400 Interstate - NO NEW INSTALLATIONS ACCEPTED		31.65	31.65
27 High Pressure Sodium 1000 Flood Light - NO NEW INSTALLATIONS ACCEPTED		53.06	53.06
28 Induction 55 Main Street Decorative Post Top - NO NEW INSTALLATIONS ACCEPTED		NA	NA
29 Induction 85 Horizontal - NO NEW INSTALLATIONS ACCEPTED		17.97	17.97
30 Induction 85 Post Top with Pole - NO NEW INSTALLATIONS ACCEPTED		18.96	18.96
31 Induction 150 Horizontal - NO NEW INSTALLATIONS ACCEPTED		18.62	18.62
32 LED Lights & Rates - To Be Determined		To Be Determined	To Be Determined
33 Davit Pole - NO NEW INSTALLATIONS ACCEPTED FOR PRIVATE PROPERTY		3.89	3.89
34 Davit Pole w/ Base - NO NEW INSTALLATIONS ACCEPTED FOR PRIVATE PROPERTY		13.45	13.45
<b>INDUSTRIAL SERVICE (Interruptable Customer):</b>			
Demand charge for all kW	variable & contractual	9.0000	9.0000
Energy charge per kWh		0.0420	0.0420
Administrative Charge Flat Rate Per Month		3,270.31	3,270.31
CITY FRANCHISE TAX on KW and kWh Charges		6.00%	6.00%

# POWER (CON'T)

	Rate Increase: Effective For Usage As Of:	FY 2016 1.0000 01 Jul 2015 \$	FY 2017 1.0000 01 Jul 2016 \$
<b>FEES:</b>			
<b>ALL CUSTOMERS:</b>			
1 Connect fee regular hours next day = (0.25hr x Clerk \$32.43/hr L&B x 1.207 OH%) + (0.25hr x Connect \$64.10/hr L&B x 1.207 OH%) + (0.25hr x Vehicle \$12.00/hr), round		25.00	25.00
2 Connect fee regular hours same day = (0.25hr x Clerk \$32.43/hr L&B x 1.207 OH%) + (0.25hr x Connect \$64.10/hr L&B x 1.207 OH%) + (0.25hr x Vehicle \$12.00/hr) + (Special Handling Fee \$10.00), round		35.00	35.00
3 Connect fee after hours = ((0.333hr x Dispatcher \$41.87/hr L&B x 1.207 OH%) + (1.00hr x Call-Out After Hours \$62.24/hr L&B x 1.50 OT x 1.207 OH%) + (1.00hr x Vehicle \$12.00/hr)) x (Discount 50/88), round		70.00	70.00
4 Collection / disconnect fee = (0.25hr x Clerk \$32.43/hr L&B x 1.207 OH%) + (0.25hr x Connect \$64.10/hr L&B x 1.207 OH%) + (0.25hr x Vehicle \$12.00/hr) + (Special Handling Fee \$10.00), round		35.00	35.00
5 Reconnect fee regular hours = (0.25hr x Clerk \$32.43/hr L&B x 1.207 OH%) + (0.25hr x Connect \$64.10/hr L&B x 1.207 OH%) + (0.25hr x Vehicle \$12.00/hr) + (Special Handling Fee \$10.00), round		35.00	35.00
6 Reconnect fee after hours = ((0.333hr x Dispatcher \$41.87/hr L&B x 1.207 OH%) + (1.00hr x Call-out After Hours \$62.24/hr L&B x 1.50 OT x 1.207 OH%) + (1.00hr x Vehicle \$12.00/hr)), round		130.00	130.00
7 Return check fee		15.00	15.00
8 Monthly finance charge on past due balances: Interest rate (M = Month, A = Annual) %		1.5% M, 18.0% A	M, 18.0% A
Minimum charge \$		10.00	10.00
Charge @ # of days past due or more		30	30
9 Meter tampering fee			
Fee, plus the expense of removing any wiring or appliances and restoring BCLP's equipment to its normal operating condition		100.00	100.00
10 Pole cut disconnect / reconnect charges regular hours		125.00	125.00
11 Pole cut disconnect / reconnect charges after hours		250.00	250.00
<b>RESIDENTIAL SERVICE:</b>			
12 Beacon light fee per lamp, per month		0.35	0.35
<b>COMMERCIAL SERVICE:</b>			
13 Line extension fee: actual costs per line extension policy, as needed	per line extension policy		Actual costs per line extension policy
<b>SEASONAL SERVICE:</b>			
14 Activate & deactivate, pay in advance = + (2 x Connect fee regular hours same day) + (0.25hr x Clerk \$32.43/hr L&B x 1.207 OH%) + ((1.00hr install + 0.25hr remove) x 2 x Avg Line Crew \$62.24/hr L&B x 1.207 OH%) + ((1.00hr install + 0.25hr remove) x Truck \$12.00/hr), round		190.00	260.00
15 Line extension fee: actual costs per line extension policy, as needed	per line extension policy		Actual costs per line extension policy
<b>TEMPORARY SERVICE:</b>			
16 Install & remove temporary service, pay in advance = (0.25hr x Clerk \$32.43/hr L&B x 1.207 OH%) + ((1.00hr install + 0.25hr remove) x 2 x Avg Line Crew \$62.24/hr L&B x 1.207 OH%) + ((1.00hr install + 0.25hr remove) x Truck \$12.00/hr), round		190.00	190.00
17 Line extension fee: actual costs per line extension policy as needed	per line extension policy		Actual costs per line extension policy
<b>MOBILE HOME &amp; HOUSE TRAILER PARK SERVICE:</b>			
18 Individual meters	(see RESIDENTIAL SERVICE)		(see RESIDENTIAL SERVICE)
19 Master meters (existing only)	(see COMMERCIAL SERVICE)		(see COMMERCIAL SERVICE)
<b>POLE ATTACHMENTS:</b>			
20 Per pole attachment		7.00	7.00
<b>NET METERING:</b>			
21 Connect fee (the price of the meter)		450.00	450.00
<b>METER SURGE PROTECTION - NO NEW INSTALLATIONS AS OF 01 JULY 2014:</b>			
22 Inspection fee		Not Available	Not Available
23 Installation fee		Not Available	Not Available
<b>INDUSTRIAL SERVICE (Interruptable Customer):</b>			
	variable & contractual		variable & contractual



## POWER (CON'T)

	Effective For Usage As Of:	FY 2016 01 Jul 2015	FY 2017 01 Jul 2016
DEPOSITS:		\$	\$
<b>RESIDENTIAL RENTAL CUSTOMERS:</b>			
Deposit is required on all residential rental customers.			
Deposit for electricity only		100.00	100.00
Deposit for electricity plus other services		150.00	150.00
Deposit is refunded only at termination of service.			
<b>RESIDENTIAL NON-RENTAL CUSTOMERS:</b>			
Deposit is required only on residential non-rental customers with poor payment record.			
Deposit is equal to an estimated 2 month bill with a minimum of		150.00	150.00
Deposit is refunded only at termination of service.			
<b>NON-RESIDENTIAL CUSTOMERS:</b>			
Deposit is required on all non-residential customers including Seasonal and Temporary.			
Deposit is equal to an estimated 2 month bill with a minimum of		250.00	250.00
Deposit is refunded only at termination of service.			
<b>MOBILE HOME &amp; HOUSE TRAILER PARK SERVICE:</b>			
Individual meters		(see RESIDE	(see RESIDE
Master meters (existing only)		(see COMME	(see COMME
<b>INDUSTRIAL SERVICE (Interruptable Customer):</b>			
		variable & cor	variable & cor

## GOLF

Description of Fee or Charge	Unit	Fee/Charge	Comments
<b>Green Fees:</b>			
Regular (all day)	9 holes	\$15.00	
Regular (all day)	18 holes	\$30.00	
Senior Citizen (55 years or older)	9 holes	\$13.00	Rate available on weekdays only
Senior Citizen (55 years or older)	18 holes	\$26.00	Rate available on weekdays only
Junior (17 years and younger)	9 holes	\$9.00	Rate available on weekdays only
Junior (17 years and younger)	18 holes	\$18.00	Rate available on weekdays only
Voucher Book (Punch ticket)	20, 9 hole rounds	\$250.00	
Junior Book - Under 18 years old	20, 9 hole rounds	\$150.00	
<b>Cart Fees:</b>			
Regular	9 holes	\$7.00	
Regular	18 holes	\$14.00	
Senior Citizen (55 years or older)	9 holes	\$6.00	Rate available on weekdays only
Senior Citizen (55 years or older)	18 holes	\$12.00	Rate available on weekdays only
<b>Rentals:</b>			
Golf Clubs (Standard)	9 holes	\$8.00	
Golf Clubs (Standard)	18 holes	\$12.00	
Golf Clubs (High-end)	9 holes	\$20.00	
Golf Clubs (High-end)	18 holes	\$30.00	
Pull Carts	Base Charge	\$3.00	

## LANDFILL

Fee or Charge Description	Unit	Fee/Charge	Minimum	Comments
<i>** No Hazardous Waste Accepted **</i>				
<b>Residential:</b>				
Cars	Load	\$3.00	\$3.00	
Pick up Truck	Load	\$3.00	\$3.00	Standard 6' x 8' bed
Small Trailer	Load	\$3.00	\$3.00	
Large Trailer	Load	\$6.00	\$3.00	Equivalent to 2 standard 6' x 8' bed loads
Large Trucks	Load	\$12.00	\$12.00	Over standard 6' x 8' bed
10 Wheel Dump	Load	\$18.00	\$18.00	Equivalent to 6 standard 6' x 8' bed loads
Refrigerator Disposal	Each	\$10.00		
<b>Commercial:</b>				
	Ton	\$25.00		Commercial haulers, business, construction related waste, concrete or site preparation.
	Ton	\$33.00		Over loads from other landfills
<b>Compost and Wood Chips:</b>				
Compost - unscreened	Ton	\$25.00		\$5.00 increase per ton
Compost - screened	Ton	\$35.00		\$5.00 increase per ton
Compost - bagged	30 lbs	\$5.00		\$3.00 increase per bag
Wood Chips	Ton	\$25.00		\$5.00 increase per ton

### NOTES:

Unacceptable items include -

1. Liquids & Propane Tanks
2. Barrels or drums
3. Tires (unless shredded)
4. Industrial waste
5. Infectious waste
6. Asbestos
7. Animal carcasses (accepted with prior approval)

Hours of operation -

Summer: April to October, 8:00 a.m. to 6:00 p.m.

Winter: November to March, 8:00 a.m. to 5:00 p.m.

## SANITATION & RECYCLING

Description of Fee or Charge	Unit	Fee/Charge	Comments
<b>Annexed &amp; Non-Annexed Areas:</b>			
Residential	Base Charge	\$6.00	First garbage can
Residential	Base Charge	\$3.00	Each additional can
Commercial	Base Charge	\$36.00	Dumpster
Commercial	Base Charge	\$10.00	Second pick up of dumpster
Commercial	Base Charge	\$6.00	First garbage can
Multi-Unit	Base Charge	\$6.00	One unit
Multi-Unit	Base Charge	\$12.00	Two units
Multi-Unit	Base Charge	\$18.00	Three units
Multi-Unit	Base Charge	\$24.00	Four units
Multi-Unit	Base Charge	\$30.00	Five units (may request private service)
Multi-Unit	Base Charge	\$36.00	Six units (may request private service)
Multi-Unit	Base Charge	\$42.00	Seven units (may request private service)
Multi-Unit	Base Charge	\$48.00	Eight units (may request private service)
Multi-Unit	Base Charge	\$54.00	Nine units (may request private service)
Multi-Unit	N/A		Ten units and over must obtain private service
Monthly finance charge on past due balances		1.50%	18% annual rate; \$10.00 minimum charge at 30 days or more past due
Monthly curbside recycling charge		\$2.75	Effective July 1, 2016

# CEMETERY

Description of Fee or Charge	Unit	FY2016 Fee/Charge	FY2017 Fee/Charge	Comments
<b>Burial Spaces:</b>				
Residents -				
One to Eight Spaces	Each	\$600.00	\$600.00	Minimum of 4 spaces together for each raised headstone.
Double Depth First and Second Burials	Each	\$625.00	\$625.00	
	Baby burial space	\$250.00	\$250.00	
	Urn burial space	\$250.00	\$250.00	
Raised Marker Fee	Each	\$100.00	\$100.00	
Flat Marker Fee	Each	\$20.00	\$20.00	
Non-Residents -				
One to Eight Spaces	Each	\$900.00	\$900.00	Minimum of 4 spaces together for each raised headstone.
Double Depth First and Second Burials	Each	\$925.00	\$925.00	
	Baby burial space	\$300.00	\$300.00	
	Urn burial space	\$300.00	\$300.00	
Raised Marker Fee	Each	\$100.00	\$100.00	
Flat Marker Fee	Each	\$20.00	\$20.00	
<b>Grave Opening Fees:</b>				
Residents -				
Adult (opening and closing)	Each	\$525.00	\$525.00	
Double Depth First and Second Burials	Each	\$650.00	\$650.00	
Disinterment (second burial - top casket)	Each	\$900.00	\$900.00	
Disinterment (double deep first burial - bottom casket)	Each		\$1,200.00	
(Note: If disinterment of the first burial (bottom casket) is requested, both disinterment fees must be paid.				
Baby Grave Opening	Each	\$150.00	\$150.00	
Urn Grave Opening	Each	\$150.00	\$150.00	
Infant Disinterment	Each	\$400.00	\$400.00	
Title Transfer Fee	Each	\$50.00	\$50.00	
Non-Residents -				
Adult (opening and closing)	Each	\$800.00	\$1,800.00	
Double Depth First and Second Burials	Each	\$850.00	\$1,895.00	
Disinterment (second burial - top casket)	Each	\$900.00	\$900.00	
Disinterment (double deep first burial - bottom casket)	Each		\$1,200.00	
(Note: If disinterment of the first burial (bottom casket) is requested, both disinterment fees must be paid.				
Baby Grave Opening	Each	\$200.00	\$300.00	
Urn Grave Opening	Each	\$200.00	\$200.00	
Infant Disinterment	Each	\$400.00	\$400.00	
Title Transfer Fee	Each	\$100.00	\$100.00	

## CEMETERY (CON'T)

Description of Fee or Charge	Unit	FY2016 Fee/Charge	FY2017 Fee/Charge	Comments
<b>Overtime Charges:</b>				
<i>Apply to Saturdays, Legal Holidays &amp; after 4 p.m.</i>				
Residents -				
Overtime Charge	Per Hour	\$350.00	\$200.00	
Each hour after 4:00 (Note: First hour starts at 4:01, Second hour starts at 5:01, etc)				
Non-Residents -				
Overtime Charge	Per Hour	\$350.00	\$200.00	
Each hour after 4:00 (Note: First hour starts at 4:01, Second hour starts at 5:01, etc)				

*Provide 24 hours advance notice to Cemetery for burials.*

# LONG-TERM CAPITAL FUNDS





# LONG-TERM CAPITAL FUND SUMMARY

	Fiscal Year							Total
	Ending June 30,							All
Department Name	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years
<b>Governmental Fund Departments (Capital Improvement Fund):</b>								
Legislative	800,000	14,300,000	0	0	0	2,400,000	0	17,500,000
Information Technology	55,000	45,000	0	40,000	0	175,000	0	315,000
Finance	0	0	0	0	22,000	21,500	0	43,500
Buildings	25,000	0	0	0	35,000	0	60,000	120,000
Police	532,000	455,000	593,000	483,000	229,000	444,000	2,009,000	4,745,000
Streets	1,561,560	2,004,560	1,875,500	2,026,000	1,617,000	9,260,400	0	18,345,020
Engineering	0	0	25,000	0	0	93,000	0	118,000
Parks	3,250,000	200,000	217,000	207,000	360,000	875,000	375,000	5,484,000
<b>Total Governmental Fund Departments</b>	<b>6,223,560</b>	<b>17,004,560</b>	<b>2,710,500</b>	<b>2,756,000</b>	<b>2,263,000</b>	<b>13,268,900</b>	<b>2,444,000</b>	<b>46,670,520</b>
<b>Enterprise Fund Departments:</b>								
Storm Water	510,000	529,000	396,000	520,000	691,000	2,147,000	0	4,793,000
Water	2,302,000	3,500,000	1,383,000	2,762,000	1,479,000	7,643,000	530,000	19,599,000
Light and Power	3,129,000	5,987,000	3,375,000	3,445,000	3,885,000	33,050,000	0	52,871,000
Golf Course	210,000	120,000	215,000	50,000	65,000	2,980,000	0	3,640,000
Landfill	85,000	200,000	0	500,000	48,000	1,415,000	0	2,248,000
Sanitation	95,000	275,000	75,000	308,000	0	1,161,000	0	1,914,000
Cemetery	90,000	15,500	34,000	16,000	18,000	271,000	2,000,000	2,444,500
<b>Total Enterprise Fund Departments</b>	<b>6,421,000</b>	<b>10,626,500</b>	<b>5,478,000</b>	<b>7,601,000</b>	<b>6,186,000</b>	<b>48,667,000</b>	<b>2,530,000</b>	<b>87,509,500</b>
<b>Internal Service Fund Departments:</b>								
Computer Replacement	21,250	35,000	35,000	35,000	35,000	175,000	0	336,250
<b>Total Internal Service Fund Departments</b>	<b>21,250</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>175,000</b>	<b>0</b>	<b>336,250</b>
<b>GRAND TOTAL OF PLANNED EXPENDITURES &amp; EXPENSES</b>	<b>12,665,810</b>	<b>27,666,060</b>	<b>8,223,500</b>	<b>10,392,000</b>	<b>8,484,000</b>	<b>62,110,900</b>	<b>4,974,000</b>	<b>134,516,270</b>
Funding to accomplish these capital improvement plans is projected to be derived from the following sources:								
Department	Potential Revenue Sources							
Governmental Fund departments	Sales taxes, interest earnings, intra-city/reserve transfers and RDA reserve transfers							
Storm Water department	Storm water fees, interest earnings and intra-city/reserve transfers							
Water department	Water sales, interest earnings and reserve transfers and issuance of revenue bond debt							
Light and Power department	Electricity sales, interest earnings, reserve transfers and issuance of revenue bond debt							
Golf Course	Admissions and greens fees, interest earnings and intra-city/reserve transfers							
Landfill and Sanitation	Fees, charges, interest earnings and reserve transfers							
Cemetery	Fees, charges, interest earnings and reserve transfers							
Computer Replacement	Intra-City charges and reserve transfers							
<i>Plan assumes an annual inflation adjustment (as determined by each submitting department)</i>								



# LONG-TERM CAPITAL FUND DEPARTMENT SUMMARIES

## LONG-TERM CAPITAL FUND – LEGISLATIVE

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	<b>Department</b>	<b>Project Description</b>	<b>Budget Category</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022-2026</b>	<b>Future</b>	<b>Fiscal Years</b>	3
4	<b>Legislative</b>											4
5		Current City Hall	Buildings	100,000							100,000	5
6		City Hall	Buildings	700,000	14,300,000						15,000,000	6
7		Land Purchase	Land						2,400,000		2,400,000	7
8											0	8
9	<b>Total Legislative</b>			800,000	14,300,000	0	0	0	2,400,000	0	17,500,000	9

## LONG-TERM CAPITAL FUND - INFORMATION SYSTEMS

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	<b>Information Technology</b>											4
5		MUNIS software - Business Licensing + Work Orders	Machinery & Equipment	\$20,000							20,000	5
6		Network, UPS and monitoring equipment	Machinery & Equipment								0	6
7		Server and Storage upgrade	Machinery & Equipment	35,000			40,000		175,000		250,000	7
8		Virtual Desktop Interface: Server and Licensing	Machinery & Equipment		45,000						45,000	8
9											0	9
10	<b>Total Information Technology</b>			<b>55,000</b>	<b>45,000</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>175,000</b>	<b>0</b>	<b>315,000</b>	10

## LONG-TERM CAPITAL FUND - FINANCE

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	Finance											4
5		Copier replacement	Machinery & Equipment	0	0	0	0	0	21,500	0	21,500	5
6		Folder/insertter replacement	Machinery & Equipment	0	0	0	0	22,000	0	0	22,000	6
7	<b>Total Finance</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22,000</b>	<b>21,500</b>	<b>0</b>	<b>43,500</b>	7

### Folder/Insertter

This piece of equipment is expected to last approximately six years of continuous use. As the Pitney Bowes folder/insertter was purchased in fiscal year 2015, it is anticipated that replacement will be needed in fiscal 2021.

### Copier

This piece of equipment to expected to last approximately six to seven years of continuous use. As the Ricoh copier was purchased in fiscal year 2016, it is anticipated that replacement will be needed in fiscal 2023.

## LONG-TERM CAPITAL FUND - GOVERNMENT BUILDINGS

1										Total	1	
2										All	2	
3	Department Name	Project Description	Budget Category	Fiscal Year Ending June 30, 2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	<b>Government Buildings</b>											4
5		Truck with Utility Bed	Machinery & Equipment					35,000		35,000	70,000	5
6		Scissor Lift	Machinery & Equipment	25,000						25,000	50,000	6
7											0	7
8	<b>Total Government Buildings</b>			<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>60,000</b>	<b>120,000</b>	<b>8</b>

### Truck with Utility Bed

This is the primary means of transportation, tool inventory, and equipment hauling for the full time Government Buildings employee. In the winter it is used to assist the Parks Department with snow removal responsibilities. Because of heavy use, the truck is being scheduling for replacement every 8 to 10 years.

### Scissor Lift

Currently the department has one manually operated scissor lift. It is heavy and cumbersome and designed for one individual. The lift has to be manually loaded in a truck for transport to the job site and is approximately 12 years old. The current lift is no longer safe to operate in the various and numerous jobs tasked to the Government Buildings department. The new scissor lift will be automatic, drivable, and designed for two persons.

## LONG-TERM CAPITAL FUND - POLICE DEPARTMENT

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	Police											4
5		Police Vehicles	Machinery & Equipment	192,000	192,000	198,000	198,000	204,000	204,000	1,044,000	2,232,000	5
6		Motorcycles	Machinery & Equipment	40,000						50,000	90,000	6
7		SWAT Vehicle Upgrades	Machinery & Equipment		32,000					50,000	82,000	7
8		Dispatch Consoles	Machinery & Equipment	75,000							75,000	8
9		Radio - Portable	Machinery & Equipment							200,000	200,000	9
10		Radios - Mobile	Machinery & Equipment	50,000		85,000	35,000			250,000	420,000	10
11		Dispatch Radio Transmitters	Machinery & Equipment			250,000					250,000	11
12		Eventide Recorder	Machinery & Equipment		27,000					35,000	62,000	12
13		Telephone System	Machinery & Equipment		75,000					100,000	175,000	13
14		Cooling Tower	Machinery & Equipment						60,000		60,000	14
15		HVAC	Machinery & Equipment						180,000		180,000	15
16		Boiler	Machinery & Equipment			60,000					60,000	16
17		Water Heater	Machinery & Equipment							50,000	50,000	17
18		Public Safety Building Security	Building							35,000	35,000	18
19		Building Paint	Building							20,000	20,000	19
20		Carpet	Building								0	20
21		Building Stucco	Building							75,000	75,000	21
22		UPS System	Building							50,000	50,000	22
23		Gun Range	Building				50,000			50,000	100,000	23
24		Fountain	Building	100,000							100,000	24
25		Car Camera	Machinery & Equipment				200,000				200,000	25
26		Camera Storage System	Machinery & Equipment					25,000			25,000	26
27		Work Stations	Building	75,000	75,000						150,000	27
28		PROQA	Machinery & Equipment		54,000						54,000	28
29	<b>Total Police</b>			<b>532,000</b>	<b>455,000</b>	<b>593,000</b>	<b>483,000</b>	<b>229,000</b>	<b>444,000</b>	<b>2,009,000</b>	<b>4,745,000</b>	29

### Police Vehicles

The department currently replaces six vehicles per year based on criteria of at least five years of service and approximately 100,000 miles or a history of maintenance issues.

### Motorcycles

The fleet currently contains two Harley Davidson motorcycles that were obtained on a Utah State Highway Safety grant in 2010. Based on current mileage and repairs, replacement of these motorcycles will be needed in 2017.

## **LONG-TERM CAPITAL FUND - POLICE DEPARTMENT (CONTINUED)**

### **SWAT Vehicle Conversion**

Current annual funding should equip the SWAT truck as a tactical operations command and transport vehicle. Management intentionally split the cost to purchase and equip this vehicle over multiple budget years. Funds will cover benches, storage compartments, generator, electronics, lighting, command work space, gun lockers, etc.

### **Dispatch Consoles**

Current consoles were purchased when the Public Safety Building was built approximately 19 years ago. They are wearing out and are in need of being replaced in 2016.

### **Radios Portable and Mobile**

Portable radios were recently replaced since they were purchased just before the Olympics in 2002. The department has experienced difficulty in replacing broken components and the Federal Government (FCC) is requiring all public safety radios be digitally compliant within the next three years. The Fiscal Year 2016-2017 budget includes replacing half of the mobile (car) radios installed and the remainder in future years.

### **Dispatch Console Radio Replacement**

Along with replacing the officer radios, there is a need to replace existing dispatch radios. The parts needed to repair the radios are not being manufactured anymore and staff is dependent on finding used parts, if needed, to keep the radios operating. The radios also fall under the federal FCC mandate to be digitally compatible within the next three years.

### **Eventide Phone and Radio Recorder**

This Eventide system records all radio and phone traffic that comes through dispatch. This is a vital piece of equipment in regards to playing back critical information that is needed in the field and also allowing staff to handle quality assurance checks, complaints and/or lawsuits. This equipment is outdated and is scheduled to be replaced in 2018.

### **Telephone Equipment**

The dispatch phone system was replaced in 2013. Further upgrades are not anticipated until 2024.



## **LONG-TERM CAPITAL FUND - POLICE DEPARTMENT (CONTINUED)**

### **Cooling Tower (Air Conditioning System) and HVAC**

A portion of the building air conditioning coolant system was replaced approximately five years ago due to rust and leaking issues. There are additional pieces of equipment that will need to be replaced in the next five to ten years. The chiller is expected to need replacement in five to eight years for \$115,000 and the air handlers in 2026 for \$65,000. The HVAC air handling system was installed in 1997 and has exceeded expectations for a system of this type. There are constant minor issues to be dealt with.

### **Boiler (Heating System)**

The current boiler system was installed when the building was built in 1997. There have been numerous minor issues so far, but the repair company has informed staff that they cannot find certain parts due to how old the system is. The department spent \$12,000 last year for a new cone that could extend the component's useful life up to three years. This smaller cone should also reduce some of the utility costs. A full boiler rebuild costs \$60,000 which is anticipated as early as 2019.

### **Building Water Heater**

The current water heater was replaced in 2014. Management anticipates the need to replace the unit again in 2024.

### **Security Cameras and Automatic Locks**

The security camera system and door locking devices for building security were recently replaced. Due to technology changes it is anticipated that replacement of some of the equipment will be needed again in the future for \$35,000.

### **Facility Interior and Exterior Painting**

Over the last year re-painting and re-carpeting of the Public Safety Building was completed. In order to keep the current facility presentable it is anticipated that future funding for touchup and replacement will be needed.

### **Building Stucco**

Over the last year the building has been updated with new stucco. In order to keep the current facility presentable it is anticipated that future funding for touchup and replacement will be needed.

### **UPS Communications Backup System**

The UPS system provides backup power for the dispatch communications equipment in the event of a power outage. The current UPS system was replaced in 2015 but will likely need to be replaced again in approximately 10 years.

## **LONG-TERM CAPITAL FUND - POLICE DEPARTMENT (CONTINUED)**

### **Bountiful Gun Range**

Operating a gun range requires systems to be replaced as they wear out over time. The Department has been very fortunate to be able to cover the majority of costs, in the \$300,000 to \$400,000 range through donations, partnerships and grants over the recent past. Management is committed to continuing these partnerships where possible. However, there are budgeted funds in the capital plan to repair building structures cement and bullet traps in 2020 if needed.

### **Building Entrance Water Feature**

The water fountain and waterfall at the building entrance is in need of major repairs. There are several broken rocks and leaks and the plumbing is too damaged to run the fountain feature. In Fiscal Year 2014-2015 certain temporary repairs were made to address some of the problems thus allowing more in depth discussions with city officials on what kind of water feature, if any, would be desired for the future. The funding in Fiscal Year 2016 was designed to pay for a consultant to study needs and identify costs so the city can determine a future direction. Any remaining funds could be applied to the project if started in Fiscal Year 2016-2017.

### **Vehicle Camera Replacement**

The current vehicle camera system was purchased in 2011. Some car camera replacement needs were addressed recently but the current camera system has met its life cycle. No new cameras in the model currently being used are in production. The Department has been able to obtain parts for repair recently but it is anticipated that those parts will not be available for more than a few more years. Evaluation of a replacement system will be needed for purchase by 2020.

### **Body Camera Storage System**

Recently the department purchased a large amount of digital memory capacity to store vehicle and body camera video. As body/vehicle video technology increases the quality of video increases which requires more storage. Management believes that the storage capacity purchased will be insufficient for needs within five years.

### **Work Station Replacement**

The majority of workstations were purchased when the building was constructed nineteen years ago. Currently there are several damaged and broken panels, cabinets and accessories that are in need of replacement. With the re-painting and re-carpeting of the building the workstations really show their damage. Replacement of the workstations is budgeted in FY2017/2018.

## **LONG-TERM CAPITAL FUND - POLICE DEPARTMENT (CONTINUED)**

### **PRO QA**

PRO QA is a computerized program that is used by dispatchers during medical calls to determine what type of response is needed for responding medical units. This program will ultimately replace the current priority dispatch EMD cards. As a dispatcher answers a 911 call the program will let the dispatcher know what questions need to be asked based upon certain answers given. This program is industry standard software. The cost for the software would be \$54,000.

## LONG-TERM CAPITAL FUND - STREETS

1				Fiscal Year							Total	1
2				Ending June 30,							All	2
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	<b>Streets</b>											4
5		Trucks and Overlay Equipment	Machinery & Equipment	515,000	458,000	350,500	501,000	547,000	2,920,400	0	5,291,900	5
6		Building Roof	Buildings	100,000						0	100,000	6
7		Storage Building - Carwash Building	Buildings				600,000			0	600,000	7
8		Road Materials - Overlay	Road Materials - Overlay	325,000	325,000	325,000	325,000	330,000	1,690,000	0	3,320,000	8
9		400 East 400 North to 500 South Part 1	Roads Class C & Transportation Funds		600,000					0	600,000	9
10		400 East 400 North to 500 South Part 2	Roads Class C & Transportation Funds			600,000				0	600,000	10
11		400 North 400 East to 1300 East	Roads Class C & Transportation Funds						1,500,000	0	1,500,000	11
12		200 West and Center Street	Traffic Signal Camera	21,560						0	21,560	12
13		Center Street and Main Street	Traffic Signal Camera		21,560					0	21,560	13
14		1500 South and Orchard Drive	Traffic Signals					140,000		0	140,000	14
15		Davis Blvd and 1800 South	Traffic Signals						150,000	0	150,000	15
16		Various Roads - Transportation Funds	Roads Class C & Transportation Funds	600,000	600,000	600,000	600,000	600,000	3,000,000	0	6,000,000	16
17											0	17
18	<b>Total Streets</b>			<b>1,561,560</b>	<b>2,004,560</b>	<b>1,875,500</b>	<b>2,026,000</b>	<b>1,617,000</b>	<b>9,260,400</b>	<b>0</b>	<b>18,345,020</b>	18

### Trucks, Machinery and Equipment

Dump trucks and snow plow equipment are replaced every 10 to 12 years. This year, two trucks with snow plowing equipment are scheduled for replacement. There is also scheduled replacement of a 36 year old oil distributor truck. This truck disperses tack oil on the street before paving. One ton trucks, loaders and backhoes are replaced every 10 years. Future equipment purchases are in line with the replacement time table which includes trailers, compressors, pavers, compaction rollers, crack sealers, asphalt saws and tackers.

### Buildings

The Street and Parks Department Building roof is 25 years old and is scheduled for replacement this year. The Storage Building and Car Wash Building are scheduled to be replaced Fiscal Year 2019-2020. The building is over 50 years old and in need of many repairs.

### Road Materials - Overlay

This category is for paving and milling streets. Staff surveys the streets each year to determine immediate and long range road maintenance projects.

## **LONG-TERM CAPITAL FUND – STREETS (CONTINUED)**

### **Road Class C and Transportation Funding**

This category covers large reconstruction projects and Proposition One transportation funding projects. Future road projects are 2600 South from Highway 89 to 2200 South, 1800 South from Orchard Drive to Bountiful Boulevard, Main Street from 1800 South to 2600 South. Fiscal Year 2017-2018 and Fiscal Year 2018-2019, reconstruction is scheduled for 400 East from 400 North to 500 South.

### **Traffic Signals and Camera**

New traffic signals are planned to be installed at the intersections of 1500 South and Orchard Drive in Fiscal Year 2020-2021 and Davis Blvd and 1800 South in Fiscal Year 2022-2023.

## LONG-TERM CAPITAL FUND – ENGINEERING

1											<b>Total</b>	1
2			<b>Fiscal Year</b>								<b>All</b>	2
3	<b>Department Name</b>	<b>Project Description</b>	<b>Budget Category</b>	<b>Ending June 30,</b>							<b>Fiscal Years</b>	3
				<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022-2026</b>	<b>Future</b>		
4	<b>Engineering</b>											4
5		GPS Survey Equipment Replacement	Machinery & Equipment						25,000		25,000	5
6		Replace Chevrolet 1/2 Ton Pickup	Machinery & Equipment						35,000		35,000	6
7		Replace Jeep Cherokee	Machinery & Equipment			25,000					25,000	7
8		Replace Ford 1/2 Ton Pickup	Machinery & Equipment						33,000		33,000	8
9												9
10	<b>Total Engineering</b>			<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>93,000</b>	<b>0</b>	<b>118,000</b>	10

## LONG-TERM CAPITAL FUND – PARKS

			Fiscal Year							Total	
			Ending June 30,							All	
Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	
<b>Parks</b>											
	Small Mower	Machinery and Equipment		25000			25000	50000		100,000	
	Tractor	Machinery and Equipment	40000					40000		80,000	
	Pick up Trucks	Machinery and Equipment	35000	35000			35000	60000		165,000	
	One ton Truck with Plow and Salter	Machinery and Equipment			42000			45000		87,000	
	Sweeper	Machinery and Equipment				22000				22,000	
	Mini Track Hoe	Machinery and Equipment								0	
	Large Gang Mower	Machinery and Equipment				75000				75,000	
	Landscape Sprinklers at 400 North Park	Improvements Other Than Buildings			25000					25,000	
	Creekside Park (RAP Tax Funds)	Improvements other than Buildings	3175000							3,175,000	
	Dog Park Improvements	Improvements other than Buildings								0	
	Playground at North Canyon Park	Improvements Other Than Buildings		90000						90,000	
	Playground at Twin Hollow Park	Improvements Other Than Buildings			70000					70,000	
	Brickyard Park Pavillion	Buildings		50000						50,000	
	Playground at Eggett Park	Improvements Other Than Buildings			80000					80,000	
	Greenhouse Panels	Buildings				20000				20,000	
	Playground at Washington Park	Improvements Other Than Buildings				90000				90,000	
	Landscape Sprinklers at Celebration Park	Improvements Other Than Buildings						100000		100,000	
	Viewmont Tennis Courts	Improvements Other Than Buildings					300000			300,000	
	Landscape Sprinklers at 1800 South Park	Improvements Other Than Buildings						90000		90,000	
	Playground at Foss Lewis Park	Improvements Other Than Buildings						100000		100,000	
	Playground at Brickyard Park	Improvements Other Than Buildings						90000		90,000	
	Pickleball Courts at Twin Hollows Park	Improvements Other Than Buildings						300000		300,000	
	Playground at Firefighters Park	Improvements Other Than Buildings							100000	100,000	
	Playground at Five Points Park	Improvements Other Than Buildings							125000	125,000	
	Playground at Tolman Park	Improvements Other Than Buildings							150000	150,000	
										0	
<b>Total Parks</b>			<b>3,250,000</b>	<b>200,000</b>	<b>217,000</b>	<b>207,000</b>	<b>360,000</b>	<b>875,000</b>	<b>375,000</b>	<b>5,484,000</b>	

### Small Mower

There are currently four small riding mowers in the fleet and management replaces the oldest mowers first. Mowers are in operation during the full work day throughout the summer and are the main pieces of equipment used in daily maintenance operations. Mowers are replaced based on at least four years of service, highest service hours or history of maintenance issues.

### Tractor

A small tractor used for soil, debris, and playground bark handling, spring and fall aerating and fertilizing, winter snow removal, ball field conditioning and preparation, tilling and other general park maintenance operations.

## **LONG-TERM CAPITAL FUND – PARKS (CONTINUED)**

### **Pick-up Truck**

Pick-up trucks used on a daily basis to perform maintenance operations the parks department is tasked to complete. The Department currently runs four crews of five employees each, one full time park manager and four seasonal employees). In the 2016-2017 budget year a fifth full crew will be added. Each crew is assigned two trucks for use to complete their daily work and tasks. It is necessary to have trucks that are safe, able to handle the crew size, tools and equipment and extensive use. Work trucks are replaced based on at least five years of service, high mileage or age of truck and/or a history of maintenance issues.

### **One ton truck with plow and salter**

The vehicle scheduled for replacement is the oldest one-ton vehicle in a fleet of three. These trucks are heavily used throughout the year and are the primary vehicle used for hauling soils, rock, plant materials, sod, playground mulch, trash and heavier equipment. They are also used heavily in the winter for snow removal assignments.

### **Sweeper**

This vehicle is to replace the current sweeper which is used to pick up leaves, tree debris, turf cores from aerating and other general park maintenance tasks. With the current equipment maintenance program management estimates replacing the current equipment in 2020.

### **Mini Track Hoe**

Currently the Parks Department has no construction equipment to complete park improvement projects. Equipment has to be scheduled and borrowed from other departments. The purchase of this track hoe would allow staff to schedule and complete work more efficiently without disruption to other department's work schedules. There are several projects that need to be completed with others anticipated (Creekside Park, retaining wall rebuild, golf course pond dredging and reconstruction, tree planting, assisting at the cemetery when graves need to be opened/closed in tight or restrictive areas, etc.)

### **Large gang mower**

The current mower is 13 years old and in need of replacement. With the current maintenance program it is estimated that the current equipment will be viable for an additional four years replacing this mower in 2020.



## **LONG-TERM CAPITAL FUND – PARKS (CONTINUED)**

### **Creekside Park**

This project is currently underway and funded through the reauthorized RAP tax. Construction start is scheduled for July of 2016 with an anticipated construction completion in October/November and an anticipated Grand Opening to the public in May 2017. This delayed opening will allow for a "grow in" period for plant materials and turf.

### **Dog Park Improvements**

There is a growing need in Bountiful for a facility for citizens and their canine pets. It is anticipated that necessary components for a Dog Park be installed in the near future.

### **Playgrounds (Multiple Locations)**

Bountiful City's playgrounds range in age from two to 22 years old. The newest playground was installed in 2014 in Bountiful City Park (400 North Park). The oldest playground was installed in 1994 in Eggett Park. It is important that the City take a proactive approach in reducing the risk of injury to citizens by starting a schedule for replacing the aging and outdated playground equipment in place.

### **Brickyard Park Pavilion**

Management has been aggressively updating and improving the parks throughout Bountiful City. A new pavilion to replace the old existing one will help bring more people to Brickyard. The existing pavilion could be repurposed for use at Bountiful Pond.

### **Greenhouse Panels**

It is recommended by industry standards and best management practices to replace greenhouse panels every 15 to 20 years. Currently the panels on the greenhouses are about 28 years old.

### **Viewmont Tennis Courts**

There are four tennis courts at Viewmont High School. The two west courts are the property of Bountiful City. The two east courts are Davis School District property. Currently, the Parks Department maintains all four courts through an inter-local use agreement. All four courts were reconditioned and resurfaced in 2014 in an attempt to extend the use of the courts for five to six years. It is anticipated that the courts will need to be demolished and rebuilt due to age, concrete cracking and separation and drainage and slope issues.

## **LONG-TERM CAPITAL FUND – PARKS (CONTINUED)**

### **Twin Hollows Park (Cheese Park) Pickleball Courts**

Two tennis courts were reconditioned and resurfaced for Pickleball Courts in the Fall of 2014. This was followed by the addition of new energy efficient LED lights, additional concrete, irrigation and landscaping. These improvements have extended the playability and life of the courts for an additional three to four years. The existing concrete is a standard 4" thick over a 4" base of gravel. Large cracks are beginning to develop and slope and drainage are becoming an issue which raises safety concerns and liability for the City. It is anticipated that the existing courts will need to be demolished and replaced with a new post tension surface, in the near future, to accommodate this growing and popular sport.

## LONG-TERM CAPITAL FUND - STORM WATER

			Fiscal Year							Total	
			Ending June 30,							All	
Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	
Storm Water											
	Trucks, Sweepers, Flusher	Vehicles	260,000	139,000	0	61,000	291,000	1,357,000	0	2,108,000	
	Leafer	Machinery & Equipment	0	0	96,000	109,000	0	0	0	205,000	
	Fawn Lane Pipe Replacement	New Storm Drains	200,000							200,000	
	Creekside Park	New Storm Drains	50,000							50,000	
	350 West 950 South to Mill Creek	New Storm Drains		90,000						90,000	
	Creek liner 450 West 1000 N to 1600 N	New Storm Drains			100,000					100,000	
	450 West 2300 South Detention Basin	New Storm Drains						40,000		40,000	
	Miscellaneous Maintenance & Repair	New Storm Drains				100,000	100,000	500,000		700,000	
	Miscellaneous Corrugated Pipe Replacement	New Storm Drains		50,000	50,000	50,000	50,000	250,000		450,000	
	Plat "A" 200 North; 50 East to 300 East	New Storm Drains		250,000						250,000	
	Valverde-Oakridge Circle; 50 West to 3500 South	New Storm Drains			150,000					150,000	
	Moss Hill Drive Pipe Replacement	New Storm Drains				200,000				200,000	
	Ashley Detension Basin	New Storm Drains					250,000			250,000	
<b>Total Storm Water</b>			<b>510,000</b>	<b>529,000</b>	<b>396,000</b>	<b>520,000</b>	<b>691,000</b>	<b>2,147,000</b>	<b>0</b>	<b>4,793,000</b>	

### Storm Water Vehicles

Street sweepers are replaced every six to eight years. Replacement of a sweeper is scheduled this year. Future purchases include a one ton truck and a water tank truck in Fiscal Year 2017-2018.

### Machinery and Equipment

Leafer trucks are replaced every 20 to 25 years. This truck vacuums up leaves to keep them out of our storm drain system. The next leafer truck purchase is scheduled in Fiscal Year 2018-2019.

### New Storm Drains

This funding is for storm water structures, outlets and inlets for new developments and aging pipe replacements. This year, the new Creekside Park storm drain pipe is to be installed. Fawn Lane is scheduled for pipe replacement this year due to aging and broken pipes. Future projects include aging corrugated pipe repair and replacement and addressing of other storm drain projects determined from the maintenance program.

# LONG-TERM CAPITAL FUND - WATER

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	Water											4
5			Buildings								\$0	5
6		Pump Station at Holbrook Tank				250,000					250,000	6
7		Pump Station 1300 East 400 North		250,000							250,000	7
8			Reservoirs								0	8
9		Replace Millcreek Reservoir					1,700,000				1,700,000	9
10		Construct Tank Above the "B" City Portion		550,000							550,000	10
11		Construct Tank 1300 East North of 400 North		550,000							550,000	11
12		Replace Barton Creek Tank							1,250,000		1,250,000	12
13			Wells								0	13
14		Calder Well Rehab and Upgrade						250,000			250,000	14
15		Upgrade Barton Creek Well (Fix Radium Problem)							100,000		100,000	15
16			Water Treatment Facilities								0	16
17		Upgrade to New Treatment Technology at Plant		150,000	2,800,000						2,950,000	17
18			Improvements Other Than Buildings								0	18
19		Ashdown Site Landscaping					30,000				30,000	19
20		Stoneridge Road Drainage Improvements					25,000				25,000	20
21			Annual Scheduled Pipe Replacement								0	21
22		Annual Replacement (See Map and Schedule)		330,000	700,000	700,000	700,000	969,000	5,500,000		8,899,000	22
23		Millcreek Canyon and Btfl Blvd 2nd Phase		*							0	23
24		750 North and 800 North East of Main to 300 East		*							0	24
25		Fix Highland Oaks Fire flow Deficiency					*				0	25
26		Fix Flow Restriction on 1300 East and Down 400 North					*				0	26
27			System Machinery and Equipment								0	27
28		R&R Pumps Motors and Electrical at Stoneridge		60,000							60,000	28
29		Tap Machine		36,000							36,000	29
30		Emergency Mobile Generators		50,000			50,000				100,000	30
31		Replace Barton Creek Booster #3 and Upgrade Electrical		35,000							35,000	31
32		Misc Yearly Upgrades (Pumps, Motors, Electrical ect.)				60,000	65,000	65,000	300,000		490,000	32
33		3100 South Booster Pumps 1 & 2						80,000			80,000	33
34											0	34
35			Vehicles and Operations Equipment								0	35
36		Staff Pickup Trucks		32,000		72,000	72,000		75,000		251,000	36
37		Supervisor Pickup Trucks		76,000		36,000			75,000		187,000	37
38		Plow Truck (flatbed)				60,000					60,000	38
39		Crew Trucks With Utility Bed						80,000	80,000		160,000	39
40		Dump Trucks		135,000		145,000					280,000	40
41		Mini Excavator							75,000		75,000	41
42		Backhoes					120,000		120,000		240,000	42
43		Compressor						35,000			35,000	43
44		Pavement Saw				60,000			68,000		128,000	44
45		Vactor		48,000							48,000	45
46			BWSD Drain Line								0	46
47		Center Street Drain 900 East to 1060 East								150,000	150,000	47
48			Land Acquisition								0	48
49		Acquire Tank Site Near Sunset Hollow								180,000	180,000	49
50		Acquire Tank Site at Upper Maple Hills								200,000	200,000	50
51										0	0	51
52		* One of the Annual Pipe replacement Projects									0	52
53											0	53
54											0	54
55	<b>Total Water</b>			<b>2,302,000</b>	<b>3,500,000</b>	<b>1,383,000</b>	<b>2,762,000</b>	<b>1,479,000</b>	<b>7,643,000</b>	<b>530,000</b>	<b>19,599,000</b>	55

## LONG-TERM CAPITAL FUND – WATER (CONTINUED)

### Treatment Facilities

Fiscal Year 2016-2017: The major portion of a treatment plant upgrade will take place in 2018, but there will need to be some preliminary work done in 2017 which will include engineering and consulting studies along with pilot testing. There will also be a need to install an overhead door in the front of the building (\$150,000).

Fiscal Year 2017-2018: Costs for an upgrade of the City’s water treatment plant to a newer technology. The current plant was designed to last 25 years and was placed in service in 1986. The upgrade in technology will help meet current State and EPA standards (\$3,000,000). There will be replacement of a 100 year old raw water line that feeds the treatment plant from the intake structure and about 1100 feet of 12” pipe. (\$70,000) Additionally, there will be a replacement of the decant pond in conjunction with the treatment plant upgrade (\$125,000).

### Reservoirs

Fiscal Year 2016-2017: Tanks for new development below the “B” area. The tank above the “B” will be paid for by the developer but there is a need for another tank to feed water in that area and the whole north end of the City. This tank will also serve as the tank for the booster station to draw water from to supply water to the new tank above the “B”. The location of facilities will be above 1300 East to the north of 400 North (\$550,000).

Fiscal Year 2019-2020: Includes replacement of the Millcreek reservoir to address problems with concrete spalling and root intrusion (\$1,700,000).

### Buildings

Fiscal Year 2016-2017: The 1300 East 400 North location will need a pump station (\$250,000) to lift water to the new tank above the “B” (\$250,000). There should also be financial participation from a developer in this expense.

Fiscal Year 2018-2019: An additional pump station will be constructed at the Holbrook reservoir to lift water to the new tank on 1300 East 400 North (\$250,000).

### Improvements Other Than Buildings

Fiscal Year 2019-2020: Improve landscaping at Ashdown reservoir to address citizen concerns and fire prevention (\$30,000). Also included are drainage improvements on the access road to Stoneridge subdivision to prevent the road from washing out (\$25,000).

Fiscal Year 2022-2023: Funds to replace the drain system in the area of 75 North from 900 East to 1000 East to protect homes in the area from potential water damage from severe root intrusion in the existing drain system (\$120,000).

## LONG-TERM CAPITAL FUND – WATER (CONTINUED)

### System Machinery and Equipment

Fiscal Year 2016-2017: Purchase of a trailer mounted emergency generator to move between pump station locations to address extended power outages (\$50,000). Also included is an upgrade of pumps and motors at the Stoneridge pump station (\$60,000) and replacement of one pump and motor at the Barton Creek pump station (\$35,000). Costs are also included for a replacement of the water line tapping machine (\$36,000).

Fiscal Year 2018-2019: Costs to upgrade one booster facility location based upon analysis of the efficiency at all sites (\$60,000).

Fiscal Year 2019-2020: Purchase of an emergency generator located at the Calder Well (\$50,000) and upgrading of one booster facility based upon analysis of efficiency at all sites (\$65,000).

Fiscal Year 2020-2021: Cost for upgrades to Calder Well #2. Video of the well and the professional opinion of water well experts has identified a need for installation of a sleeve in the well to avoid a possible collapse of the casing. The current casing is degrading and staff estimates that the pump will need to be extracted in 2021 (\$250,000). There are also costs included to upgrade two of the booster pumps at the 3100 South booster station (\$80,000).

Fiscal Year 2020-2021 to Fiscal Year 2022-2023: Funds to upgrade booster facilities based upon analysis of the efficiency at all sites.

Fiscal Year 2023-2024: Purchase of an emergency generator for the 3100 South booster station (\$75,000).

Fiscal Year 2024-2025 and Fiscal Year 2025-2026: Upgrade for booster facilities based upon analysis of the efficiency at all sites.

### Vehicles and Operations Equipment

Fiscal Year 2016-2017: Replacement of a 10-wheel dump truck (\$135,000). Two supervisor pickup trucks and one staff pickup truck (\$102,000) and a Vactor truck for cleaning and exercising valves (\$48,000). This is to replace existing equipment.

Fiscal Year 2018-2019: Replacement of two staff pickup trucks (\$72,000). One supervisor pickup truck (\$35,000). A cab and chassis to replace a fleet plow truck (\$60,000) and a new dump truck (\$145,000). All replacements of existing equipment. There are also funds included to replace a pavement saw (\$60,000).

Fiscal Year 2019-2020: Replacement of a backhoe (\$120,000) and two staff pickup trucks. (\$72,000)

Fiscal Year 2020-2021: Replacement of one crew truck with a utility bed (\$80,000) and a Jackhammer compressor that is approximately 20 years old (\$35,000).

Fiscal Year 2021-2022: Funds for replacement of one staff pickup truck and two supervisor pickup trucks (\$110,000) along with a replacement of one crew truck with utility bed (\$80,000). All replacements of existing equipment.

Fiscal Year 2023-2024: Replace the mini excavator (\$75,000) and one supervisor pickup truck (\$40,000). Replacements for existing equipment.

Fiscal Year 2024-2025: Funds for two staff pickup trucks (\$80,000) and replacement of one supervisor pickup truck (\$40,000). Funds are also included to replace the pavement saw (\$35,000).

## **LONG-TERM CAPITAL FUND – WATER (CONTINUED)**

Fiscal Year 2025-2026: Costs to replace one supervisor pickup truck (\$40,000) and the Vactor truck used for cleaning meter vaults and valve boxes (\$90,000).

### **Distribution Piping and Appurtances**

The annual pipe replacement based upon a 10 year replacement plan and road maintenance schedule.

### **Land**

Fiscal Year 2022-2023: Obtain a site for a new reservoir above Sunset Hollow as part of the North Canyon system.

Fiscal Year 2025-2026: Acquire land to upgrade storage at the Upper Maple Hills reservoir site. Water storage is insufficient in the area (\$160,000).

# LONG-TERM CAPITAL FUND - LIGHT & POWER

		Fiscal Year							Total	
		Ending June 30,							All	
Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years
Light & Power										
	Install #3 transformer, bay, switches, secondary	138kV Substation	1,200,000	4,000,000						5,200,000
	Security cameras	138kV Substation	35,000							35,000
	Upgrade Substation	NW Substation			200,000	2,000,000	2,000,000	3,800,000		8,000,000
	Rebuild line at 1209 N. Main Street	NW Substation	110,000							110,000
	Upgrade Substation & Feeders	NE Substation			400,000					400,000
	Feeder #571 North 200 W				200,000					200,000
	Feeder #572 East 1800 S				200,000					200,000
	Feeder #573 Willey Honda to 3100 S		200,000	400,000						600,000
	Feeder #574 Zip up 1800 S				400,000					400,000
	Feeder #575 1800 S to 2650 S on 200 W		300,000	300,000						600,000
	Feeder #575 2650 S to 3100 S on Orchard Dr				300,000					300,000
	Feeder #673 Rebuild	Central Substation						400,000		400,000
	Feeder #674 Rebuild & Tie to #271							400,000		400,000
	Feeder #675 Rebuild							400,000		400,000
	Feeder #671 Rebuild							300,000		300,000
	Feeder #672 Rebuild						500,000			500,000
	Phase 9 (400 N 200 W to NE Sub) Transmission	Transmission System			500,000					500,000
	Phase 9 (400 N 200 W to NE Sub) Distribution				20,000					20,000
	Phase 7 (Rec Ctr to NW Sub) Transmission			410,000						410,000
	Phase 7 (Rec Ctr to NW Sub) Distribution			200,000						200,000
	Phase 10 (SW Sub to 400 E) Transmission					600,000				600,000
	Phase 10 (SW Sub to 400 E) Distribution					20,000				20,000
	Phase 11 (400 E to Edgehill Dr) Transmission						500,000			500,000
	Phase 11 (400 E to Edgehill Dr) Distribution						250,000			250,000
	Phase 12 (Edgehill Dr to SE Sub) Transmission							500,000		500,000
	Phase 12 (Edgehill Dr to SE Sub) Distribution							250,000		250,000
	Phase 13 (SE Sub to Bountiful Blvd) Transmission							500,000		500,000
	Phase 13 (SE Sub to Bountiful Blvd) Distribution							250,000		250,000
	Phase 14 (Bountiful Blvd to 1800 S) Transmission							250,000		250,000
	Phase 14 (Bountiful Blvd to 1800 S) Distribution							250,000		250,000
	Phase 15 (1800 S to Echo tap) Transmission							750,000		750,000
	Phase 15 (1800 S to Echo tap) Distribution							350,000		350,000
	Phase 16 (Echo tap to 300 S Davis) Transmission							950,000		950,000
	Phase 16 (Echo tap to 300 S Davis) Distribution							200,000		200,000
	Phase 17 (300 S Davis to 400 N) Transmission							750,000		750,000
	Phase 17 (300 S Davis to 400 N) Distribution							350,000		350,000
	Phase 18 Dist 300 S Davis Blvd to Brentwood Ln engineer & material							200,000		200,000
	AMI / metering / disconnect system	Distribution System	200,000	250,000	250,000	250,000	250,000	250,000		1,450,000
	Interconnection F#673 to Common Cents				200,000					200,000
	Interconnection Common Cents to F#271							500,000		500,000
	Fiber terminations		30,000	75,000	75,000	75,000	75,000	375,000		705,000
	#1 turbine new control package	Power Plant	500,000							500,000
	Cathodic Protection	Echo Hydro			100,000					100,000
	PLC Changeout			200,000						200,000
	PLC Changeout	Pineview Hydro			200,000					200,000
	Building & property upgrades, engineering, etc.	Office & Warehouse	300,000					5,000,000		5,300,000
	New building							15,000,000		15,000,000



## LONG-TERM CAPITAL FUND - LIGHT & POWER (CON'T)

1			Fiscal Year							Total	1		
2			Ending June 30,							All	2		
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3	
4	Light & Power											4	
5		5007 Ford F350 service truck (KT)		82,000								82,000	5
6		5019 John Deere backhoe		90,000								90,000	6
7		5020 Jeep Cherokee SUV (DH)						35,000				35,000	7
8		5025 Ford F250 truck (plant)			35,000							35,000	8
9		5026 Chevy service truck (KB)					75,000					75,000	9
10		5029 Jeep Cherokee SUV			35,000							35,000	10
11		5032 Ford F150 pickup truck (JerrellJ)				35,000						35,000	11
12		5033 Ford F150 service truck (KimB)				35,000						35,000	12
13		5035 Ford F350 service truck (TS)		82,000								82,000	13
14		5039 Jeep Cherokee SUV						35,000				35,000	14
15		5043 Small Forklift					50,000					50,000	15
16		5046 International double bucket truck					225,000					225,000	16
17		5047 International digger derrick				350,000						350,000	17
18		5049 Ford 1 ton dump truck								60,000		60,000	18
19		5050 Ford Explorer (JC)								40,000		40,000	19
20		5051 Ford F350 pickup truck (RD)		82,000								82,000	20
21		5052 Ford tree truck (VG)								225,000		225,000	21
22		5053 Ford F150 pickup truck (purchasing)								40,000		40,000	22
23		5054 Ford F550 bucket truck (STL)						120,000				120,000	23
24		5055 Ford Explorer (AF)								45,000		45,000	24
25		5057 Ford Explorer (BT)								45,000		45,000	25
26		5058 Ford Explorer (AJ)								45,000		45,000	26
27		5059 Dodge Ram service truck (KG)								80,000		80,000	27
28		5061 Altec Digger / Derrick								280,000		280,000	28
29		5067 Dodge Ram Bucket								130,000		130,000	29
30		5903 Hot Stick Trailer						75,000				75,000	30
31		5911 Cable Puller / Tensioner					75,000					75,000	31
32		5912 Vermeer chipper						45,000				45,000	32
33		5913 Cable Puller / Tensioner					75,000					75,000	33
34		5917 Bull wheel tensioner								75,000		75,000	34
35		5921 Flat bed 4x4 trailer								10,000		10,000	35
36	<b>Total Light &amp; Power</b>			<b>3,131,017</b>	<b>5,989,018</b>	<b>3,467,019</b>	<b>3,447,020</b>	<b>3,887,021</b>	<b>33,050,000</b>	<b>0</b>		<b>52,961,000</b>	36

### Capital Expenditures Fiscal Year 2016-2017

BCLP's total capital for Fiscal Year 2016-2017 are budgeted at \$3,129,000, down \$3,296,000. This includes:

- Office and Warehouse at \$300,000 includes asphalt and drainage system work, transformer oil containment, replacing the yellow shed, painting the dock and developing the Harrison property. This will be funded by transfer revenue from unappropriated retained earnings. Fiscal Year 2016-2017 is a decrease of \$1,800,000 from Fiscal Year 2015-2016 with its upgrades to the office building and property.
- Transmission Substation at \$35,000 to install security cameras at the 138 KV substations.

## **LONG-TERM CAPITAL FUND - LIGHT & POWER (CONTINUED)**

- Distribution Substation at \$30,000 for fiber terminations.
- Distribution System at \$200,000 to begin an upgrade of the meter collection system. This will be funded by transfer revenue from unappropriated retained earnings.
- M&E Plant at \$500,000 to install a new control package for turbine #1. This will be funded by transfer revenue from unappropriated retained earnings.
- Vehicles at \$254,000 to replace the on-call truck, a service truck, and a backhoe.
- Construction in Progress (CIP) Transmission Substation at \$1,200,000 for engineering and a partial payment for a new transformer to begin the upgrade of the 138 KV substation. This will be funded by transfer revenue from unappropriated retained earnings.
- CIP Distribution System Feeder #573 at \$200,000 in conjunction with the SW substation upgrade.
- CIP Distribution System Feeder #575 at \$300,000 in conjunction with the SW substation upgrade.
- CIP Distribution System at \$110,000 to rebuild line at 1209 N. Main.

### **10 Year Capital Plan for Fiscal Year 2016-2017 through Fiscal Year 2025-2026**

BCLP's 10 year capital plan for Fiscal Year 2016-2017 through Fiscal Year 2025-2026 totals \$52,961,000. This includes the following capital projects and their current approximate costs and timings (note: these costs and timings are subject to change; and their priority is not reflected by the sequence in which they are listed below):

- 138 KV Substation. \$5,235,000 to install #3 transformer with its bay, switches, and secondary equipment, and to install security cameras. Planned for Fiscal Year 2016-2017 and Fiscal Year 2017-2018.
- NW Substation. \$4,310,000 to upgrade the substation and feeders. Planned for Fiscal Year 2016-2017 and Fiscal Year 2018-2019 through Fiscal Year 2022-2023.
- NE Substation. \$4,200,000 to upgrade the substation and feeders. Planned for Fiscal Year 2018-2019.
- SW Substation. \$2,300,000 to upgrade all 6 substation feeders. Planned for Fiscal Year 2016-2017 through Fiscal Year 2018-2019.
- Central Substation. \$2,000,000 to upgrade all 5 substation feeders. Planned for Fiscal Year 2020-2021 through Fiscal Year 2024-2025.
- Transmission System. \$8,050,000 to upgrade wire, poles, and equipment around the transmission loop in (at least) 11 separate work phases. Planned for Fiscal Year 2017-2018 through Fiscal Year 2025-2026.

## LONG-TERM CAPITAL FUND - LIGHT & POWER (CONTINUED)

- Distribution System. \$2,855,000 to install an AMI / metering / disconnect system, to complete several system interconnections, and other miscellaneous projects. Planned for each year of Fiscal Year 2016-2017 through Fiscal Year 2025-2026.
- Power Plant. \$500,000 to install a new control package for turbine #1. Planned for Fiscal Year 2016-2017.
- SCADA. Currently, there are no planned expenditures in the next 10 years.
- Echo Hydro. \$300,000 for cathodic protection and Program Logic Controller (PLC) work. Planned for Fiscal Year 2017-2018 through Fiscal Year 2018-2019.
- PineView Hydro. \$200,000 for PLC work. Planned for Fiscal Year 2018-2019.
- Office & Warehouse. \$20,300,000 total, including:
  - o \$300,000 for asphalt and drainage system work, transformer oil containment, replacing the yellow shed, painting the dock, and developing the Harrison property. Planned for Fiscal Year 2016-2017.
  - o \$5,000,000 for land acquisitions. Planned for (approximately) Fiscal Year 2025-2026.
  - o \$15,000,000 for a new building. Planned for (approximately) Fiscal Year 2025-2026.
- Vehicles. \$2,711,000 to replace vehicles and equipment. Planned for each year of Fiscal Year 2016-2017 through Fiscal Year 2025-2026.

## LONG-TERM CAPITAL FUND - GOLF

			Fiscal Year							Total	
			Ending June 30,							All	
Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	
<b>Golf Course</b>											
	Clubhouse Pro Shop expansion/remodel	Buildings	150,000							150,000	
	Maintenance shed roof repair/remodel	Buildings				50,000				50,000	
	Restaurant remodel	Buildings			150,000					150,000	
	Golf Course Restroom remodel	Buildings								0	
	New golf course irrigation system	Improvements Other Than Buildings						2,700,000		2,700,000	
	New Pro Shop POS system	Office Furniture and Equipment						20,000		20,000	
	Reel and Bedknife grinders	Machinery & Equipment	60,000							60,000	
	Pro Core Aerators	Machinery & Equipment		55,000						55,000	
	New Rough mower	Machinery & Equipment		65,000	65,000					130,000	
	New Fairway mower	Machinery & Equipment					65,000			65,000	
	New Greens mower	Machinery & Equipment								0	
	Future Golf Course equipment	Machinery & Equipment						260,000		260,000	
<b>Total Golf</b>			<b>210,000</b>	<b>120,000</b>	<b>215,000</b>	<b>50,000</b>	<b>65,000</b>	<b>2,980,000</b>	<b>0</b>	<b>3,640,000</b>	

## LONG-TERM CAPITAL FUND – LANDFILL

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	Landfill											4
5		Trucks, Machinery & Equipment	Machinery & Equipment	85,000	200,000	0	500,000	48,000	1,415,000	0	2,248,000	5
6											0	6
7	<b>Total Landfill</b>			<b>85,000</b>	<b>200,000</b>	<b>0</b>	<b>500,000</b>	<b>48,000</b>	<b>1,415,000</b>	<b>0</b>	<b>2,248,000</b>	7

## LONG-TERM CAPITAL FUND – SANITATION

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	Sanitation											4
5		Curbside and Rear load Garbage Truck	Vehicles	95,000	275,000	75,000	308,000	0	1,161,000		1,914,000	5
6	<b>Total Sanitation</b>			<b>95,000</b>	<b>275,000</b>	<b>75,000</b>	<b>308,000</b>	<b>0</b>	<b>1,161,000</b>	<b>0</b>	<b>1,914,000</b>	6

### Sanitation Trucks

The scheduled replacement program replaces one of five curbside Sanitation trucks every six years. FY2018 is the next scheduled replacement truck. The truck being replaced becomes one of three spare trucks which will be used for another four years.

### Rear Load Garbage Trucks

These trucks are used for the City's Spring and Fall clean-up event, along with fallen trees and debris clean-up during windstorms.

### Pick-Up Truck

A pick-up truck is replaced about every 13 years. This truck is scheduled to be replaced this year. This truck is used for delivery and repair of garbage cans.

## LONG-TERM CAPITAL FUND – CEMETERY

1			Fiscal Year							Total	1	
2			Ending June 30,							All	2	
3	Department Name	Project Description	Budget Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3
4	Cemetery											4
5		Dump Truck	Machinery & Equipment						55,000		55,000	5
6		Pickup Truck with Plow	Machinery & Equipment	40,000					35,000		75,000	6
7		Grasshopper Mower	Machinery & Equipment		15,500		16,000		35,000		66,500	7
8		Utility Cart	Machinery & Equipment			18,000		18,000	36,000		72,000	8
9		Vinyl Fence	Improvements Other Than Buildings	16,000		16,000			15,000		47,000	9
10		Overlay Roads	Improvements Other Than Buildings	15,000					35,000		50,000	10
11		Landscape Plat O and Plat R	Improvements Other Than Buildings						60,000		60,000	11
12		New Roads, Irrigation - Plat Q	Improvements Other Than Buildings	19,000							19,000	12
13		Cemetery Statue	Improvements Other Than Buildings								0	13
14		New Land Acquisition	Land							2,000,000	2,000,000	14
15											0	15
16	Total Cemetery			90,000	15,500	34,000	16,000	18,000	271,000	2,000,000	2,444,500	16

### Dump Truck

Currently the Cemetery has one one-ton truck which is used for soil and material handling, snowplowing and general maintenance tasks at the Cemetery. It is anticipated this truck will need to be replaced in the next five to six years.

### Pickup Truck with Plow

Currently the Cemetery has one half-ton truck used for employee transportation, snow plowing and general cemetery maintenance operations. It is requested that this truck be replaced in this budget year.

### Grasshopper Mower

These are the main pieces of equipment the Cemetery uses for its maintenance operations. The Cemetery currently has three mowers in its equipment inventory, two that are used regularly and one that is held in reserve or used for parts as needed. The equipment maintenance program in place now calls for replacement of the oldest mower with a new mower every two to three years.

### Utility Cart

The utility carts are used daily for hauling soils, sod and debris. In addition, they are used for general maintenance and small equipment transport. The last utility carts purchased was 10 years ago and the carts are quickly becoming unreliable. The plan is to replace the oldest cart next year and the other in three years.

## **LONG-TERM CAPITAL FUND – CEMETERY (CONTINUED)**

### **Vinyl Fence**

The long range plan of the Cemetery is to start replacing the old sections of differing types of fence a little at a time. There are 4,172 lineal feet of fence surrounding the Cemetery which needs to be replaced. Replacement of fencing will help bring uniformity and a much needed degree of privacy to certain areas of the Cemetery.

### **Overlay Roads**

The request in this budget is for an overlay treatment of the last two roads in the oldest section of the Cemetery. This will complete the overlay projects for the Cemetery.

### **New Land Acquisition**

The Cemetery currently has enough land and burial plot inventory for the next 12 to 14 years. With limited land available in Bountiful, plans need to be in place to fund and purchase land to extend the services provided to Bountiful City residents beyond 14 years out and well into the future.



## LONG-TERM CAPITAL FUND – COMPUTER REPLACEMENT

1			Fiscal Year								Total	1	
2			Budget	Ending June 30,							All	2	
3	Department	Project Description	Category	2017	2018	2019	2020	2021	2022-2026	Future	Fiscal Years	3	
4	Computer Replacement											4	
5		Computer Replacement and Maintenance	Hardware & Software	\$21,250	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000			\$336,250	5
6	Total Computer Replacement			21,250	35,000	35,000	35,000	35,000	175,000	0		336,250	6

# BUDGET RESOURCES

## ORGANIZATION AT-A-GLANCE

The City of Bountiful was incorporated under the laws of the Territory of Utah in 1892 and operates under a manager form of government providing services as authorized by its charter. The City covers a 14 square mile area in South Davis County and is governed by a City Council elected at large and comprised of a mayor and five council members. The mayor and two council members are elected for a four year term and the other three council members are elected two years later for a four year term. The City Manager is appointed and by the City Council and is under contract as the Chief Administrative Official of the City. All Department Heads and staff report to the City Manager. The current population of the City is 43,385 and the City organization delivers services with the assistance of approximately 212 full-time equivalent positions with a budget in Fiscal Year 2016-2017 of \$56,799,731.

## GOALS, STRATEGIES, CONCERNS AND ISSUES

The principal concerns and issues of the City (as identified by the City's elected officials) are outlined in the City Council Policy Priorities section of the budget document. This succinct, unified vision summarizes goals under three broad tiers (or levels) with Council desired strategies or objectives designed to meet those goal areas over time.

## SHORT-TERM FACTORS

Short-Term factors utilized in budget development included the following:

- Merit salary increases allowed for eligible employees.
- Cost of Living Allowances (1% for FLSA Exempt and 2% for Non-Exempt).
- Fund a health insurance increase of 4%.
- No new positions funded unless approved in support of a Council desired policy priority.
- Budget must be balanced with respect to ongoing revenues versus ongoing expenditures/expenses and one-time revenues and/or transfers from fund balance/retained earnings versus one-time expenditures/transfers to fund balance/retained earnings.
- Operation and Maintenance expense category increases only as required by contract or agreement.
- Capital expenses must be supported by the approved long-term capital plan.

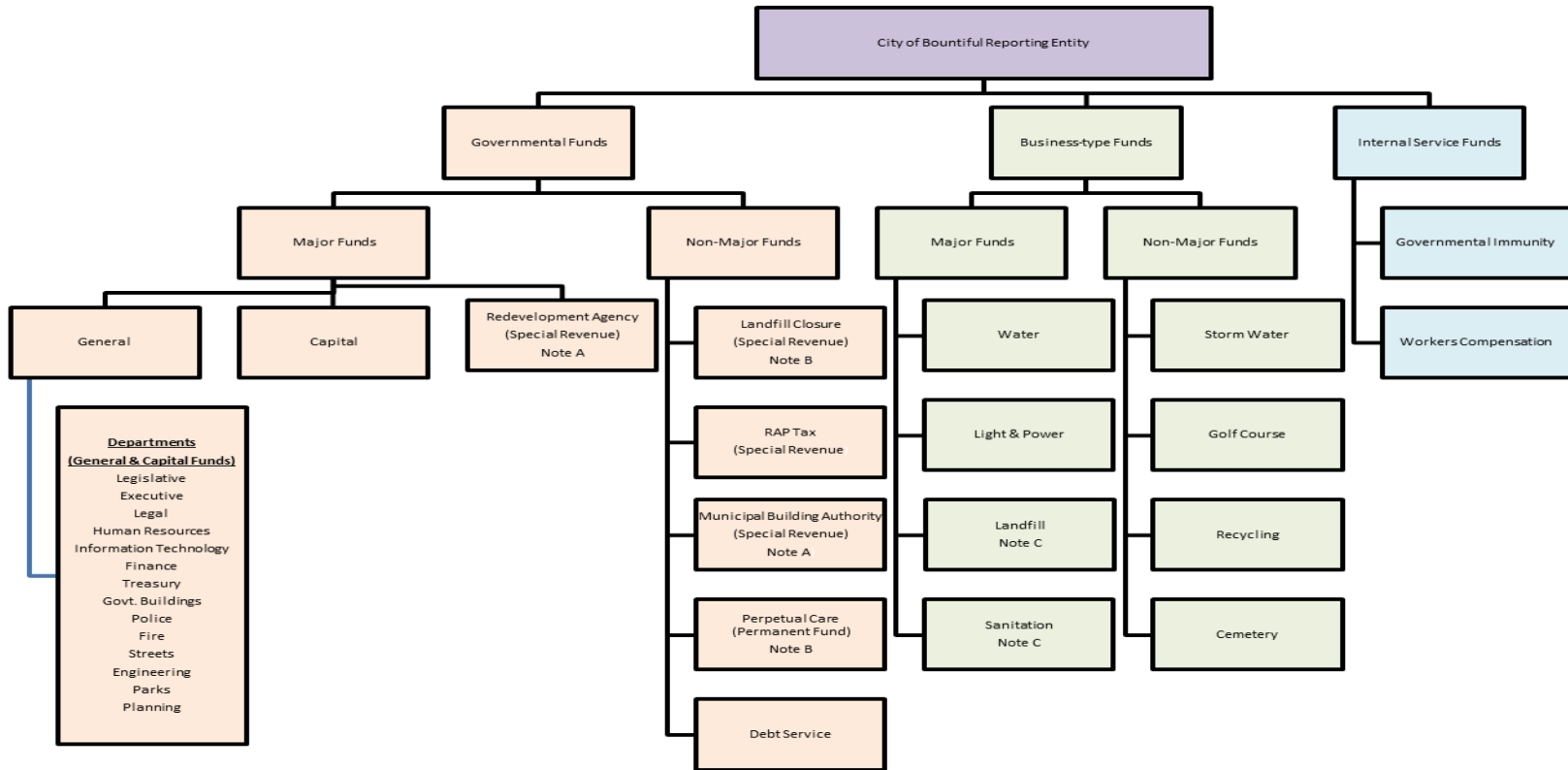
## SERVICE LEVEL CHANGES SUMMARY

- Reallocation of Personnel Services costs between Legislative, Planning and Redevelopment Agency budgets. This action resulted from taxing entity approvals to extend the Redevelopment Agency for 15 years.
- Addition of 1 FTE and 2 Seasonal part-time employees in the Parks Department servicing the new Creekside Park and further duties in caring for the Bountiful Pond facilities (\$91,886)
- Increased operating and capital costs in Parks Department to support Creekside Park and Bountiful Pond maintenance (\$63,800)
- Addition of 3 repaving projects from availability of newly instituted 0.25% Local Option Transportation Tax (\$600,000 increased revenue)
- Reauthorized Recreation Arts and Parks (RAP) Tax to fund eligible City parks projects along with grants to local arts groups (\$451,000). The former RAP Tax was dedicated 90% to fund a joint project with a neighboring City. The reauthorized amount will fund Bountiful City projects in greater proportion.
- A renewed and extended Redevelopment Agency (15 years) that will provide projected \$21 million in tax increment financing for creation of a new Downtown Plaza development with relocation of City Hall and renewing and revitalizing other existing areas along Main Street.
- Changes in Fees for Service:
  - Recycling Fund – Increase from \$2.45 to \$2.49 per can to match increase from contracted recycling company.
  - Storm Water Fund – Moving from \$5.00 per Equivalent Residential Unit (ERU) to \$6.00 per ERU (Again increasing to \$7.00 per ERU in the 2017-2018 Fiscal Year). To address capital replacement and ongoing maintenance needs.

# FUNDS, REPORTING RELATIONSHIPS AND BASIS OF BUDGETING/ACCOUNTING)

The City maintains the following funds and departments under its reporting entity. Each fund is identified by type and flagged as a budgeted or unbudgeted fund. Governmental funds are budgeted and reported annually in the CAFR under the modified accrual basis. Business-type (Proprietary) funds are budgeted annually on a cash basis but reported annually in the CAFR on an accrual basis of accounting.

## City of Bountiful - Funds & Departments



**Notes:**  
 A – Separate legal entity / component unit.  
 B – Non-budgeted fund.  
 C – Combined for CAFR purposes.

## **LONG-TERM FINANCIAL POLICIES**

Fiscal operations of Bountiful City, and its component units, are governed by long-standing administrative policies. These “Financial Goals Policies and Procedures” were adopted by the Mayor and City Council on June 24, 1981 and then reaffirmed again on April 4, 1990. Additionally, the Mayor and Council adopted Resolution 82-11 dated September 22, 1982 which established reserve funds in each of the City’s major Enterprise Funds. Reserves are allowed by Utah State law in the General Fund (up to 25% of fund balance) and the Capital Fund (to a level deemed necessary by the elected body for planned projects). Each of the aforementioned administrative policies is summarized below:

### **Basic Goals of City Government**

The following concepts represent four desirable basic goals that support the operating policies of the city. These goals are intended to be constant from one administration to another.

Local government exists only to serve the needs of its citizens. The basic policies should be of a continuing character and based on sound long-range planning.

1. Local government should be responsive and accountable to the needs of the citizens and community.
2. Economy and efficiency in government are attainable goals in delivering the basic services that local government must provide.
3. Each generation of taxpayers should pay its own fair share of the long-range cost of local government.

### **Revenues and Taxation**

1. The burden of financing city government should, with reasonable deviations, be financed under the principle of "benefits received". Basic services rendered to the general public, such as police and fire protection, streets and parks, should be financed from revenues imposed on the broad general public, as through property taxes and sales taxes. Special services rendered to special groups of citizens (whether individual or business groups) should be financed by special fees or assessments.
2. A city should seek to maintain a stable tax rate for taxes imposed on the broad general public. Growth in population and new businesses should produce revenue increases approximately equal to the added cost of existing services required therefor.
3. Where a new service is commenced that serves only a substantial segment of the broad general public and an increase in total revenue proves justified as a result, equity is served if a revenue source is selected that is closely related to such new service, i.e., a source selected on the basis of "benefits received”.

### **Budgeting and Operations**

1. All budgets should be balanced each year, in accordance with the requirements of Utah law. To assure this result, expenditures should be kept within appropriations, and revenues should be estimated conservatively so as to avoid unexpected deficits.
2. Long-range budget planning is both desirable and essential for avoiding deficits. Budgets in operating funds should be prepared on a three-year basis to assure that critical problems can be foreseen and solutions planned before emergencies arise.

3. A reasonable surplus for restricted use, as provided by law, should be permitted to accumulate in the City's general fund as follows:
  - a. To provide sufficient working capital to avoid borrowing on tax anticipation notes.
  - b. As a cushion or reserve if ever needed to absorb emergencies, such as fire, flood, earthquake or
  - c. Unanticipated deficits, resulting only from actual revenues falling materially below estimated revenues in a given budget year.
4. Planning of annual operating budgets should be continually refined by seeking constantly to relate budget appropriations more closely to actual economic "need"; the need should be determined on the basis of work to be accomplished and services to be performed in the community. Budget appropriations should be established on a conservative basis. The budget is an important means of setting policy.
5. City should open budgets during the fiscal year in rare circumstances. Budgeting for contingencies in each fund is a means to safeguard against the need for frequent budget reopening.
6. Once budgets are adopted by the Council, the administration and control of the budgets should be delegated to the City Manager with monthly reporting of budget to actual to keep the departments and Council informed of trends and any problems. Staying within the adopted budget is the responsibility of each department head with accountability to the City Manager and Council.

#### **Multi-Year / Long-Term Capital Planning**

1. Planning for capital improvement needs and means of financing should be on a long-term basis of 10 years or greater.
2. As a general rule, capital requirements should be financed as follows:
  - a. Governmental Funds – Financing from current appropriations and capital reserves. Major capital improvements which cannot be delayed until funds are accumulated should be financed with general obligation debt.
  - b. Proprietary Funds – Capital acquisitions and improvements to be financed through accumulated net income. For major capital improvements that cannot be deferred until funds are accumulated should be financed either through mid-term borrowing, inter-fund borrowing or long-term borrowing through issuance of revenue or general obligation bonds.

#### **Cash Management and Investments**

The City of Bountiful, Municipal Building Authority and Bountiful Redevelopment Agency (City) seek to invest public funds in securities and deposits that provide a high degree of safety and liquidity along with a competitive yield based on prevailing market conditions while meeting the daily cash flow demand of the city. All investments and deposits are placed subject to applicable City ordinances and State laws pertaining to investment of public funds in the State of Utah, specifically the Utah Money Management Act (the Act) and the Rules of the State Money Management Council (the Rules), which provisions are hereby incorporated as part of this policy.

This investment policy covers investment of all financial assets reported in the Comprehensive Annual Financial Report (CAFR) for the City of Bountiful (City). Investments are covered under a "prudent investor" rule with objectives in order of safety of principal, liquidity and then yield. The policy details day-to-day management practices, delegation of authority, authorized financial institutions and dealers, authorized

investment types (as allowed by the Utah Money Management Act) and diversification. Also referenced are internal controls in place, key operating procedures and practices, performance standards and reporting requirements (monthly and semi-annually).

### **Debt Management**

Public borrowing by issuance of general obligation bonds to finance acquisition or major capital improvements, presently needed but not obtainable from current budgets of the governmental funds, is justifiable and in the public interest.

Borrowing on tax anticipation notes to finance current operating expenses of the governmental funds is neither desirable nor defensible in terms of sound public financing policy. The City encourages accumulation of surplus within governmental funds as a source of working capital in lieu of borrowing on tax anticipation notes.

To reduce the long-range cost of city government and the annual financial burden of interest on bonded indebtedness, it should be the policy of the city to retire all bond issues as rapidly as possible consistent with the investment and taxation policies of the City.

Debt limits are set by Utah State statute at 12% of assessed value. For reference, as of fiscal year 2014-2015 assessed value was \$2,462,229,000 which set a City debt limit at \$295,467,480.

### **Fund Balance and Reserves**

Per Utah State Code Section 10-6-116 (2) "The accumulation of a fund balance in the city general fund may not exceed 25% of the total revenue of the city general fund for the current fiscal period." Further, in Utah State Code Section 10-6-116 (4) "Any fund balance in excess of 5% of the total revenues of the city general fund may be utilized for budget purposes. As to Capital Improvement Funds, Utah State Code Section 10-6-116 (5)(a)(b) state that "Within a capital improvements fund, the governing body may, in any budget period, appropriate from estimated revenue or fund balance to a reserve for capital improvements for the purpose of financing future specific capital improvements, under a formal long-range capital plan adopted by the governing body. The reserves described in Subsection (5)(a) may accumulate from fiscal period to fiscal period until the accumulated total is sufficient to permit economical expenditure for the specified purposes."

As to Proprietary (Enterprise) Funds, the City adopted Resolution 82-11 dated September 22, 1982 setting up reserve funds. Of the currently open Enterprise Funds of the City, reserves are authorized as follows:

1. Water Fund – A water reserve for replacement fund is hereby established and ten percent (10%) of the gross revenues from retail water sales, plus any remaining balance in the operating contingency account from the fiscal year, shall be set aside in such reserve fund until the fund has reached an amount equal to the accumulated depreciation of the water system.

2. Sanitation Fund – A sanitation reserve for replacement fund is hereby established and any existing unappropriated fund balance in the sanitation fund from each fiscal year shall be set aside in such reserve for replacement fund until the amount in the fund is equal to the replacement cost of the refuse collection equipment utilized by the City.
3. Cemetery Fund – A reserve for replacement fund is hereby established for the cemetery fund and \$10,000 shall annually be set aside in such fund until the unappropriated fund balance reaches an amount equal to the replacement value of the equipment utilized by the cemetery operation.
4. Golf Course Fund – A golf course reserve for replacement fund is hereby established and ten percent (10%) of the greens fees and cart rentals shall be set aside into such fund until the unappropriated fund balance reaches an amount equal to the replacement cost of all fixed assets of the golf course, with the exception of land and permanent structures.

### Risk Management

The City covers the risks of doing business with a system of self-insurance with commercial excess insurance, as follows:

1. For general liability risk the City is self-insured up to \$350,000, with commercial excess insurance from \$350,000 to \$10,000,000. To cover the self-insured portion of the risk, there is established a Risk Management Fund (an internal service fund). This covers municipal liability exposure including general liability, auto, public officials’ errors and omissions and law enforcement.
2. The City has an all-risk property insurance policy with a total insured value of \$153,713,180 that includes various category limits, some of which are as follows:
  - a. Buildings and contents limit of \$102,987,330 with a \$10,000 deductible per category,
  - b. Equipment/electronic data processing limit of \$21,143,120 with a \$10,000 deductible,
  - c. Property in open limit of \$25,079,750 with a \$10,000 deductible,
  - d. Mobile equipment/contractors equipment limit of \$865,010 with a \$10,000 deductible,
  - e. Earthquake coverage of \$10,000,000 with a 2% minimum/\$100,000 deductible,
  - f. Flood coverage of \$10,000,000 for facilities that are located outside the standard report zone with a \$100,000 deductible, and
  - g. Generators/transformers limit of \$50,000,000 with a \$50,000 deductible.
  - h. The City is self-insured for property loss above the limits and below the retentions/deductibles. The operating departments of the General Fund or proprietary funds assume the financial responsibility for risk retained by the City for property damage.
3. The Treasurer is covered under a \$1,500,000 bond with a \$15,000 deductible.
4. The City also has public employee dishonesty insurance (an employee blanket bond and commercial crime) with a \$500,000 limit per occurrence and a \$5,000 deductible.
5. For workers compensation coverage the City is self-insured up to \$450,000, with commercial excess insurance up to statutory limits plus a \$1,000,000 limit on employer’s liability. To cover the self-insured portion there is established a Workers Compensation Fund (an internal service fund).



## PROJECTED CHANGES IN FUND BALANCES (APPROPRIATED GOVERNMENTAL FUNDS)

<b>City of Bountiful</b>							
<b>Changes in Governmental Fund Balances (appropriated)</b>							
<b>Fiscal Years Ending June 30, 2015 through 2017</b>							
	General	Capital Projects	Redevelopment Agency	RAP Tax	Municipal Building Authority	Debt Service	Total Governmental Funds
Fund Balance (as of 6/30/2015)	\$ 3,422,107	\$26,416,631	\$ 5,250,720	\$ 40,354	\$ 314,181	\$ 218,026	\$ 35,662,019
Prior Period Adjustments							-
Estimated Revenues (as of 6/30/2016)	17,409,452	5,743,508	2,015,076	487,700	210,235	261,819	26,127,790
Estimated Expenditures (as of 6/30/2016)	(16,557,915)	(5,743,508)	(211,525)	(456,475)	(210,235)	261,819	(22,917,839)
Estimated Fund Balance (as of 6/30/2016)	\$ 4,273,644	\$26,416,631	\$ 7,054,271	\$ 71,579	\$ 314,181	\$ 741,664	\$ 38,871,970
Estimated Beginning Fund Balance (as of 7/1/2016)	\$ 4,273,644	\$26,416,631	\$ 7,054,271	\$ 71,579	\$ 314,181	\$ 741,664	\$ 38,871,970
Budgeted Revenues (as of 6/30/2017)	14,173,878	3,252,830	1,478,967	451,000	208,777	248,900	19,814,352
Budgeted Expenditures (as of 6/30/2017)	(16,629,878)	(6,373,560)	(3,412,898)	(49,610)	-	(234,200)	(26,700,146)
Transfers and Contributions In (Out):							-
RAP Tax		401,390		(401,390)			-
Light & Power Contribution	2,456,000						2,456,000
Total Transfers and Contributions	2,456,000	401,390	-	(401,390)	-	-	2,456,000
Net Increase (Decrease) in Fund Balance	-	(2,719,340)	(1,933,931)	-	208,777	14,700	(4,429,794)
Estimated Fund Balance (as of 6/30/2017)	\$ 4,273,644	\$23,697,291	\$ 5,120,340	\$ 71,579	\$ 522,958	\$ 756,364	\$ 34,442,176
Percentage Change	0.0%	-10.3%	-27.4%	0.0%	66.5%	2.0%	-11.4%

### Major Changes

#### Capital Projects

The Capital Projects fund balance is projected to decrease by 10.3% primarily due to development costs of two major projects in Fiscal Year 2016-2017. First project is development of the new 8 acre Creekside Park on Mill Street. This project is projected to be complete within the fiscal year. The second major project causing the decline in fund balance is development of a new downtown plaza and City Hall. This project

will stretch into Fiscal Year 2017-2018 and possibly part of Fiscal Year 2018-2019 with financial involvement of both the Capital Projects Fund and the Redevelopment Agency Fund.

Redevelopment Agency

The Redevelopment Agency fund balance is projected to decline by 27.4% due to development costs of a downtown plaza along with a study and transformation of the existing City Hall complex into a future transit oriented development. These two projects will extend into Fiscal Year 2018-2019.

Municipal Building Authority

All debt of the Municipal Building Authority has been paid in full but there will be a three year stream of deferred lease payments coming from the State of Utah Court System due to a previously arranged gap financing package between the Municipal Building Authority and the State Courts System. These funds will flow into fund balance.

## MAJOR REVENUE SOURCES

Bountiful City relies on a variety of revenue sources to fund operations of the City organization. Revenues are projected annually based on staff analysis of trends and checking against available national and regional economic forecasts (Wells Fargo, US Bank, Zions Bank) and related sources (State of Utah and Utah League of Cities and Towns technical bulletins). The major revenue sources for the budgeted fiscal year are identified below listed by fund type:

### Governmental Funds

**General Sales & Use Tax:**

**\$7,357,682**

This revenue source is predominantly comprised of the 1% local option sales and use tax authorized in State Law for cities and charged on retail sales of goods and services. The sales tax is collected and distributed monthly by the Utah State Tax Commission based 50% on the point-of-sale and 50% on the population percentage of Bountiful versus the State of Utah. Other sales taxes included are a 0.1% Recreation Arts and Parks (RAP) tax and a share of the 1% local option sales tax from a shared tax area with neighboring West Bountiful City.

**Property Tax (General Property Taxes; Fees in Lieu of Property Tax; Tax Increment):** **\$2,572,796**

This revenue is comprised of General Property taxes based on assessed value for real and personal property in Bountiful City assessed, collected and distributed by the State Tax Commission and Davis County for Bountiful City.

**Utility Franchise and Related Taxes: \$3,240,000**

Utility Franchise tax includes taxes assessed, collected and distributed to the City by energy, telecommunications and cable companies operating within Bountiful City. The amount shown includes energy sales and use tax for electricity and natural gas sales at the rate of 6%. Also included are franchise fees on cable television at the rate of 5% and a 3.5% tax on telecommunications.

**Intergovernmental (Class C Road Funds & County Highway/Transit Tax) \$2,030,000**

Class C Road Funds represent 30% of statewide fuel taxes and fees levied on consumers and distributed to cities on a formula which is 50% based on the proportional road miles in the city versus the state and 50% based on the proportional population of the city versus the state. The County Highway/Transit Tax is an additional 0.25% tax rate added to consumer purchases that is adopted at the County level and collected and distributed to counties, cities and transportation districts on a monthly basis for use on roads and transportation.

**Contribution from the Light & Power Fund \$2,456,000**

The Light & Power Fund of the City makes a monthly transfer to the General Fund of the City based on 10% of metered electric sales. These transferred funds are used each year to help cover the costs of important city services like police, street maintenance and snow removal, fire and emergency medical services, parks, and similar City services. The utility transfer helps keep property taxes in Bountiful low. Viewed in another way, these transfers are a “dividend” to Bountiful taxpayers as the result of the taxpayers’ original investment in the City’s power infrastructure. If City utility services were provided by private utility customers, these dividends would instead be paid to investor-owners; because Bountiful taxpayers are the investor-owners, these dividends are used to offset what otherwise would be a significant increase in property tax rates. The transfers also provide a means for reimbursement of the General Fund for services provided to non-property tax paying groups such as non-profit organizations, churches, and governmental entities.

**Business-type (Proprietary) Funds**

**Electric Metered Sales and Related \$26,658,550**

Sales of electricity to customers changes seasonally with customer usage. The highest peaks occur in the summer with lower peaks occurring in the winter. The lowest points occur in the fall and spring of each year. Air conditioning is the primary reason for the summer peaks, with heating and lighting as the chief reason for the winter peaks.

**Sale of Water \$4,000,000**

Sales of water to customers changes seasonally with customer usage. The highest usage occurs in the summer when irrigation needs are elevated due to rising temperatures. Bountiful City draws much of its culinary water from deep wells throughout the City. Irrigation water is

provided by a local special district for lower elevations of the City and the City residents utilize culinary water from Bountiful City for irrigation purposes above Davis Boulevard (an elevation of approximately 4,700 feet).

**Refuse Collection Fees & Landfill Charges**

**\$2,146,636**

Fees for automated residential curbside collections along with commercial collections deposited at the City landfill. Additional specialty fees are included for sales of compost, wood chips and other miscellaneous revenue sources at the landfill.

**Golf Course Fees**

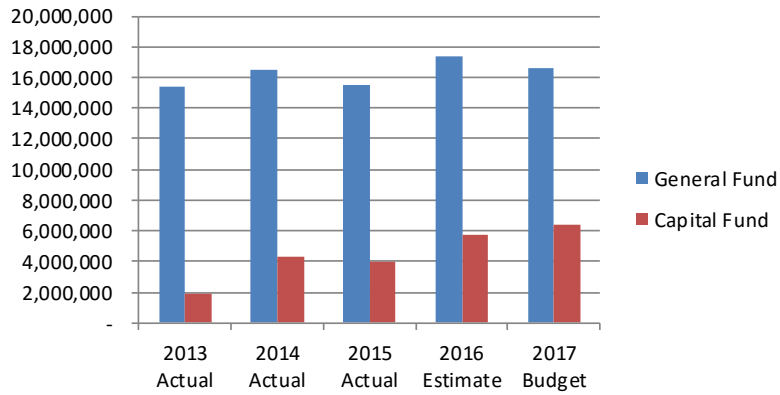
**\$1,505,000**

This revenue source represents the total of greens fees, cart rentals and pro shop sales from patrons visiting Bountiful Ridge Golf Course. Course revenues are seasonal in nature being affected by the onset of winter weather conditions and the timing of the arrival of spring since the course is located at an elevation of 5,281 feet along the Wasatch Front mountain range.

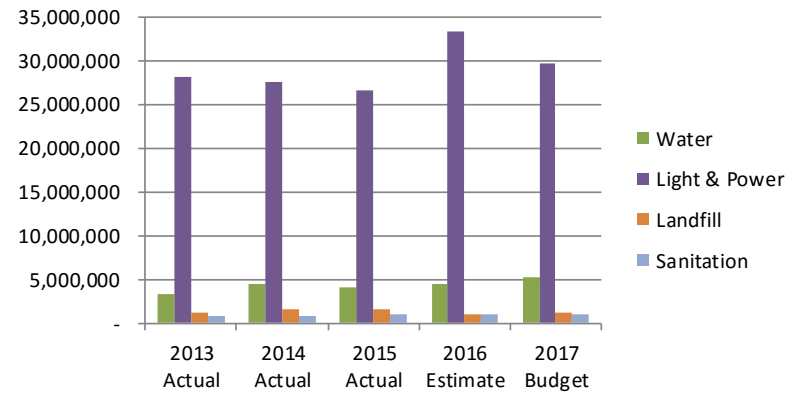
## KEY FINANCIAL AND BUDGETARY TRENDS

<b>City of Bountiful</b>					
<b>Key Financial Trends</b>					
<b>Revenues (Total Reporting Entity)</b>					
<b>Fund</b>	<b>Fiscal Year 2013 Actual</b>	<b>Fiscal Year 2014 Actual</b>	<b>Fiscal Year 2015 Actual</b>	<b>Fiscal Year 2016 Estimate</b>	<b>Fiscal Year 2017 Budget</b>
General Fund	15,448,074	16,512,738	15,562,433	17,409,452	16,629,878
Capital Fund	1,849,605	4,349,758	3,955,411	5,743,508	6,373,560
<b>Total General &amp; Capital</b>	<b>17,297,679</b>	<b>20,862,496</b>	<b>19,517,844</b>	<b>23,152,960</b>	<b>23,003,438</b>
Debt Service	268,990	268,980	268,018	261,819	248,900
Municipal Building Authority	628,373	1,372,908	598,015	210,235	208,777
RAP Tax	399,938	437,160	464,074	487,700	451,000
RDA Revolving Loan	576,137	458,518	626,479	538,305	294,945
RDA Operating	1,529,153	1,500,010	1,446,027	1,476,771	3,117,953
<b>Total Special Revenue</b>	<b>3,133,601</b>	<b>3,768,596</b>	<b>3,134,595</b>	<b>2,713,011</b>	<b>4,072,675</b>
Recycling	483,079	424,165	378,013	377,280	418,250
Storm Water	919,195	927,529	1,204,387	1,174,279	1,375,404
Water	3,283,151	4,404,144	4,094,727	4,526,138	5,314,960
Light & Power	28,049,427	27,433,112	26,632,581	33,291,155	29,670,903
Golf	1,493,878	1,484,233	1,466,358	1,586,640	1,614,578
Landfill	1,280,940	1,613,788	1,684,073	1,105,451	1,224,964
Sanitation	878,269	869,208	929,291	1,028,529	1,016,572
Cemetery	342,614	435,485	532,090	431,578	499,252
<b>Total Enterprise</b>	<b>36,730,553</b>	<b>37,591,664</b>	<b>36,921,520</b>	<b>43,521,050</b>	<b>41,134,883</b>
Computer Replacement	35,382	35,404	35,468	38,260	38,619
Liability Insurance	329,070	341,599	361,786	363,363	528,054
Workers Compensation	229,028	241,870	250,089	251,614	278,836
<b>Total Internal Service</b>	<b>593,480</b>	<b>618,873</b>	<b>647,343</b>	<b>653,237</b>	<b>845,509</b>
<b>Total Revenues</b>	<b>58,024,303</b>	<b>63,110,609</b>	<b>60,489,320</b>	<b>70,302,077</b>	<b>69,305,405</b>

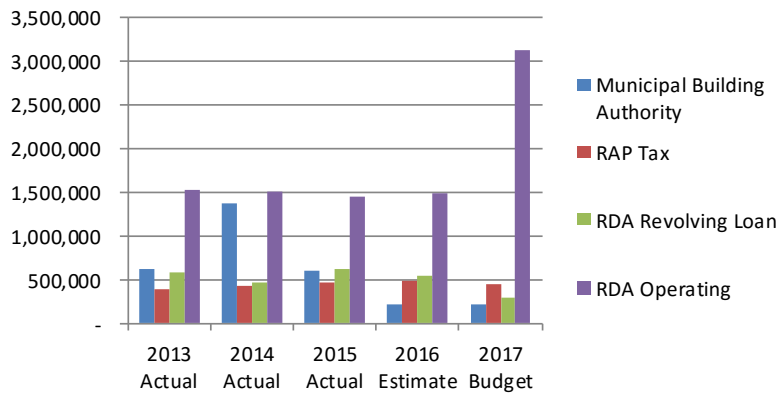
### General & Capital Fund Revenues



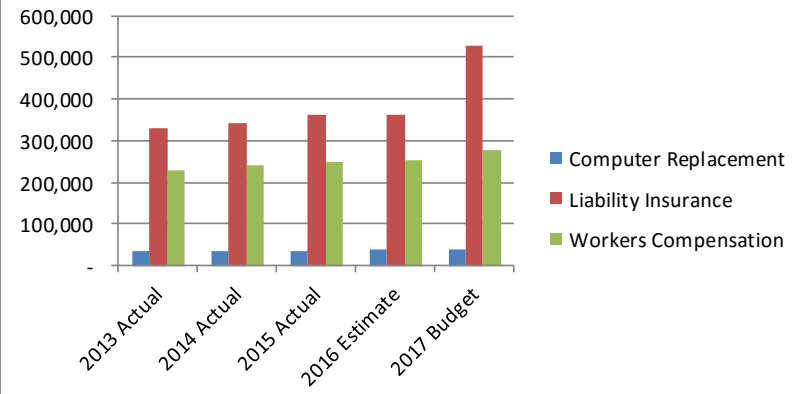
### Enterprise Fund Revenues



### Special Revenue Fund Revenues

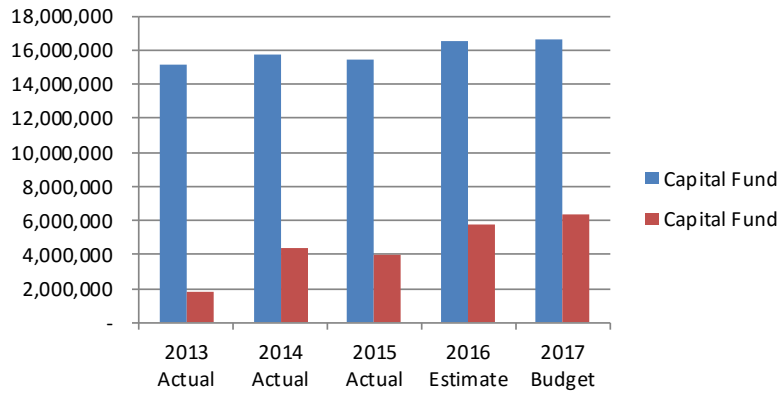


### Internal Service Fund Revenues

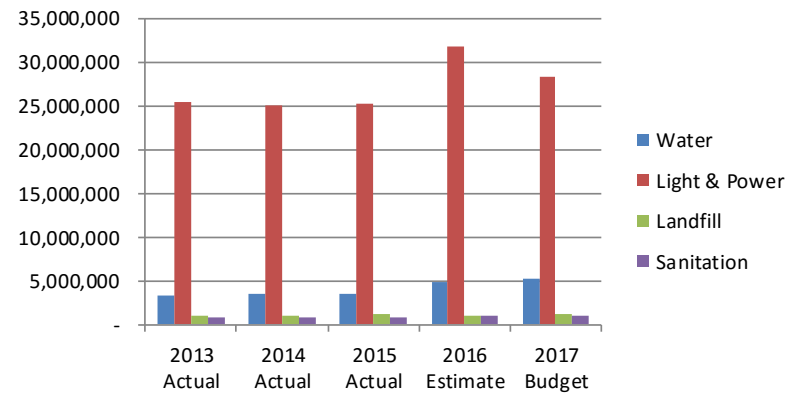


<b>City of Bountiful</b>					
<b>Key Financial Trends</b>					
<b>Expenditures/Expenses (Total Reporting Entity)</b>					
<b>Fund</b>	<b>Fiscal Year 2013 Actual</b>	<b>Fiscal Year 2014 Actual</b>	<b>Fiscal Year 2015 Actual</b>	<b>Fiscal Year 2016 Estimate</b>	<b>Fiscal Year 2017 Budget</b>
General Fund	15,189,202	15,745,018	15,488,160	16,557,915	16,629,878
Capital Fund	1,849,605	4,349,758	3,955,411	5,743,508	6,373,560
Total Governmental	17,038,807	20,094,776	19,443,571	22,301,423	23,003,438
Debt Service	237,741	236,280	234,438	261,819	248,900
Municipal Building Authority	724,968	1,855,800	719,387	210,235	208,777
RAP Tax	364,148	399,499	633,077	456,475	451,000
RDA Revolving Loan	460,000	575,000	207,410	-	294,945
RDA Operating	590,868	1,762,205	2,211,597	211,525	3,117,953
Total Special Revenue	2,139,984	4,592,504	3,771,471	878,235	4,072,675
Recycling	471,503	408,423	368,721	376,636	399,491
Storm Water	967,620	1,146,686	856,613	1,250,635	1,375,404
Water	3,362,543	3,593,369	3,496,630	4,782,269	5,314,960
Light & Power	25,386,771	25,007,523	25,149,722	31,676,495	28,318,041
Golf	1,399,492	1,579,586	1,480,236	1,393,968	667,427
Landfill	1,106,083	1,110,363	1,161,195	1,031,098	1,224,964
Sanitation	799,520	868,595	838,484	1,007,138	1,016,572
Cemetery	303,904	344,464	376,111	594,258	499,252
Total Enterprise	33,797,436	34,059,009	33,727,712	42,112,497	38,816,111
Computer Replacement	36,323	47,038	59,251	38,263	38,619
Liability Insurance	446,998	482,216	552,839	500,895	528,054
Workers Compensation	304,273	298,589	246,316	203,982	278,836
Total Internal Service	787,594	827,843	858,406	743,140	845,509
<b>Total Revenues</b>	<b>54,001,562</b>	<b>59,810,412</b>	<b>58,035,598</b>	<b>66,297,114</b>	<b>66,986,633</b>

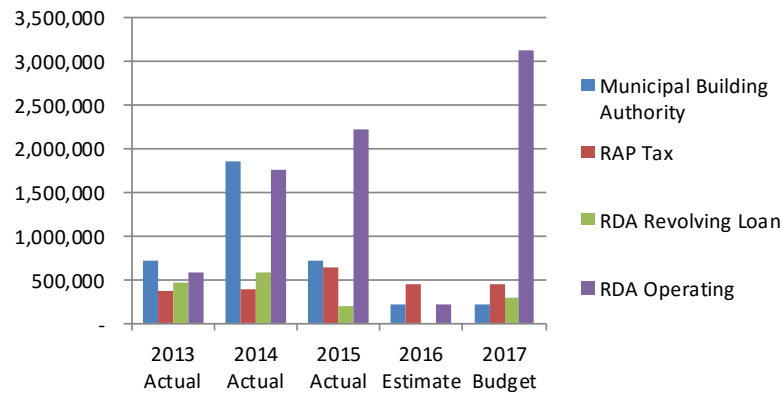
### General & Capital Fund Expenditures



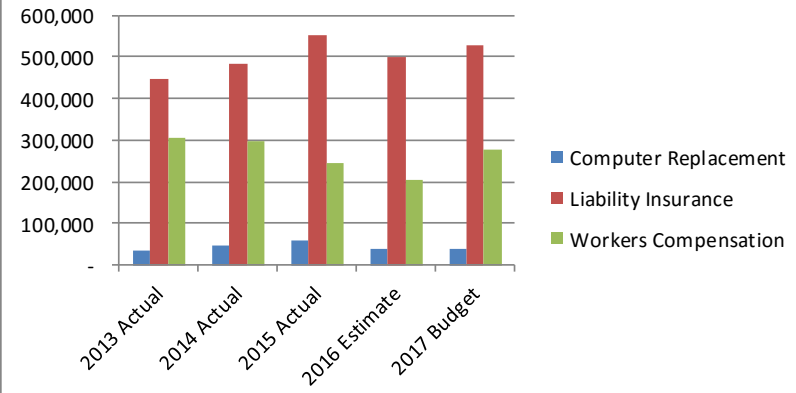
### Enterprise Fund Expenses



### Special Revenue Fund Expenditures



### Internal Service Fund Expenditures





# POSITION SUMMARIES

Fiscal Year 2016-2017

Department	Fund	Full-Time FTE	Full-Time Hours	Part-Time FTE	Part-Time Hours	Total FTE	Total Hours
<b>GENERAL FUND</b>							
Legislative	General	0.5	1,040	0.1	167	0.6	1,207
Legal	General	2.6	6,448	0.0	0	2.6	6,448
Executive	General	1.3	2,704	0.2	449	1.5	3,153
Human Resources	General	3.0	6,240	0.5	1,040	3.5	7,280
Information Technology	General	1.6	3,328	0.0	0	1.6	3,328
Finance	General	4.0	8,320	0.6	1,248	4.6	9,568
Treasury	General	5.0	12,480	1.1	2,190	6.1	14,670
Government Buildings	General	1.0	2,080	0.6	1,166	1.6	3,246
Police	General	52.8	109,824	10.2	21,286	63.0	131,110
Streets	General	17.5	36,400	1.1	2,200	18.6	38,600
Parks	General	5.9	12,168	5.0	10,416	10.9	22,584
Engineering	General	5.7	11,856	0.4	760	6.1	12,616
Planning	General	1.6	3,328	1.0	1,040	2.6	4,368
<b>Total General Fund</b>		<b>102.5</b>	<b>216,216</b>	<b>20.7</b>	<b>41,962</b>	<b>123.1</b>	<b>258,178</b>
<b>ENTERPRISE FUNDS</b>							
Storm Water	Enterprise	4.0	8,320	0.8	1,700	4.8	10,020
Water	Enterprise	13.0	27,040	1.3	2,600	14.3	29,640
Power	Enterprise	34.0	70,720	1.8	3,812	35.8	74,532
Golf	Enterprise	5.0	10,400	10.4	21,700	15.4	32,100
Landfill	Enterprise	3.7	7,592	3.3	6,750	6.9	14,342
Sanitation	Enterprise	5.2	10,712	0.5	1,040	5.7	11,752
Cemetery	Enterprise	3.2	6,552	1.4	3,000	4.6	9,552
<b>Total Enterprise Funds</b>		<b>68.0</b>	<b>141,336</b>	<b>19.5</b>	<b>40,602</b>	<b>87.5</b>	<b>181,938</b>
<b>INTERNAL SERVICE FUNDS</b>							
Liability	Internal Service	0.5	1,040	0.0	0	0.5	1,040
Workers Compensation	Internal Service	0.5	1,040	0.0	0	0.5	1,040
<b>Total Internal Service Funds</b>		<b>1.0</b>	<b>2,080</b>	<b>0.0</b>	<b>0</b>	<b>1.0</b>	<b>2,080</b>
<b>SPECIAL REVENUE</b>							
Redevelopment Agency	Special Revenue	0.2	832	0.5	1,040	0.7	1,872
<b>Total - All Funds</b>		<b>171.6</b>	<b>360,464</b>	<b>40.7</b>	<b>83,604</b>	<b>212.3</b>	<b>444,068</b>

**FISCAL YEAR 2015-2016**

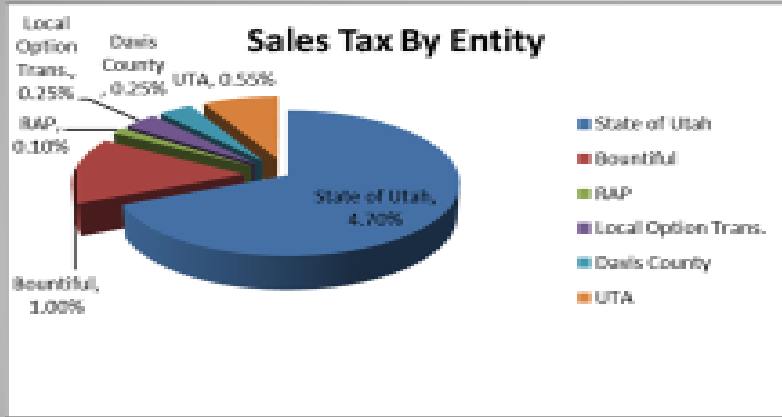
		FT	FT	PT	PT	TOTAL	TOTAL
Department	Fund	FTE	HRS	FTE	HRS	FTE	HRS
Legislative	General	0.50	1,040	0.08	167	0.58	1,207
Legal	General	2.60	6,448	0.00	0	2.60	6,448
Executive	General	1.30	2,704	0.22	449	1.52	3,153
Information Systems	General	3.00	6,240	0.50	1,040	3.50	7,280
Human Resources	General	1.60	3,328	0.00	0.00	1.60	3,328
Finance	General	4.00	8,320	0.57	1,182	4.57	9,502
Treasury	General	5.00	10,400	1.05	2,190	6.05	12,590
Government Buildings	General	1.00	2,080	0.56	1,166	1.56	3,246
Police	General	52.80	109,824	10.25	21,316	63.05	131,140
Streets	General	17.50	36,400	1.06	2,200	18.56	38,600
Parks	General	4.85	10,088	4.43	9,216	9.28	19,304
Engineering	General	5.70	11,856	0.56	1,160	6.26	13,016
Planning	General	1.60	3,328	0.50	1,040	2.10	4,368
<b>Total General Fund</b>		<b>101.45</b>	<b>212,056</b>	<b>19.77</b>	<b>41,126</b>	<b>121.22</b>	<b>253,182</b>
Storm Water	Storm Water	4.00	8,320	0.82	1,700	4.82	10,020
Water	Water	13.00	27,040	1.25	2,600	14.25	29,640
Power	Power	34.00	70,720	1.26	2,614	35.26	73,334
Golf	Golf	5.00	10,400	10.43	21,700	15.43	32,100
Landfill	Landfill	3.65	7,592	3.25	6,750	6.90	14,342
Sanitation	Sanitation	5.15	10,712	0.50	1,040	5.65	11,752
Cemetery	Cemetery	3.15	6,552	1.44	3,000	4.59	9,552
<b>Total Enterprise Funds</b>		<b>67.95</b>	<b>141,336</b>	<b>18.94</b>	<b>39,404</b>	<b>87</b>	<b>180,740</b>
Liability	Liability	0.50	1,040	0.00	0	0.50	1,040
Workers Compensation	Workers Comp	0.50	1,040	0.00	0	0.50	1,040
<b>Total Internal Service Funds</b>		<b>1.00</b>	<b>2,080</b>	<b>0.00</b>	<b>0</b>	<b>1.00</b>	<b>2,080</b>
RDA	RDA	0.16	832	0.50	1,040	0.66	1,872
<b>TOTAL ALL FUNDS</b>		<b>170.56</b>	<b>356,304</b>	<b>39</b>	<b>81,570</b>	<b>210</b>	<b>437,874</b>

Note: Data for prior years is not available in the formats shown here.

# SUPPLEMENTAL COMMUNITY AND STATISTICAL INFORMATION

This section is dedicated to providing data to provide perspective on how Bountiful City compares with the surrounding community and economy.

## FY 2017 BUDGET Sales Tax & Gasoline Tax Rates



SALES TAX RATE		
	Rate	% of Total
State of Utah	4.70%	68.6%
Bountiful	1.00%	14.6%
RAP	0.10%	1.5%
Local Option Trans.	0.25%	3.6%
Davis County	0.25%	3.6%
UTA	0.55%	8.1%

GASOLINE TAX RATE		
Per gallon of gas:	Fed. Gov.	18.5¢
	State Gov.	29.5¢
	<b>TOTAL</b>	<b>48.0¢</b>
Distribution:		
State of Utah	75%	Cities & Counties 25%



## FY 2017 BUDGET

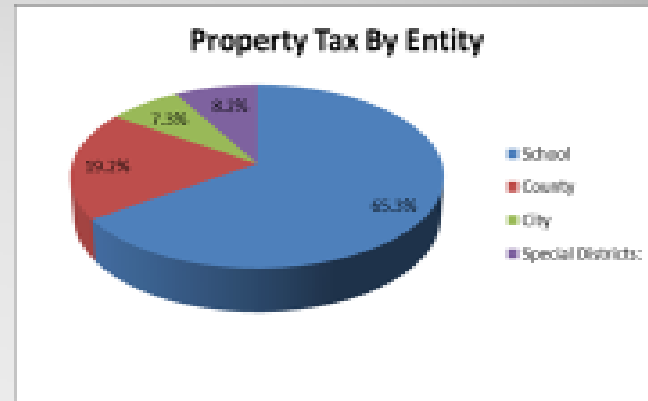
### Residential Customer Electric Rate Comparison

Usage	Bountiful Power Rates	Rocky Mountain Power Rates
Winter: 0 to 400 KWH	9.25¢	9.03¢
Winter: Over 400 KWH	9.25¢	10.51¢
Summer: 0 to 400 KWH	9.25¢	9.03¢
Summer: 401 to 1,000 KWH	9.25¢	11.76¢
Summer: Over 1,000 KWH	9.25¢	14.72¢
per month customer charge	\$6.00 (proposed)	\$6.00

## FY 2017 BUDGET Bountiful/Davis Property Tax on \$250,000 Home

\$ 250,000	Market Value
- \$ 112,500	45% Homeowner's Exemption
\$ 137,500	Taxable Value
<u>X 0.013101</u>	2015 Certified Tax Rate
\$ 1,801	in Property Taxes

Entity	Certified Tax Rate	Distribution	% of Total
Davis County School District	0.008555	\$1,176	65.3%
Davis County Bountiful City	0.002514	\$346	19.2%
Special Districts	<u>0.001075</u>		
- Weber Basin	0.000196		
- Bountiful Subconservancy	0.000120	\$149	8.2%
- South Davis Recreation	0.000334		
- South Davis Sewer	0.000303		
- Mosquito Abatement	0.000122		
<b>TOTALS</b>	<b>0.013101</b>	<b>\$ 1,801</b>	<b>100%</b>



## FY 2017 BUDGET Property Tax Rates – Davis County Cities

City	2015 Tax Rate	Tax Bill on a \$250,000 Home	% of Bountiful
CENTERVILLE	0.001088	\$150	114%
CLEARFIELD	0.001800	\$248	188%
CLINTON	0.002198	\$302	230%
FARMINGTON	0.002226	\$306	233%
FRUIT HEIGHTS	0.002369	\$326	248%
KAYSVILLE	0.001782	\$245	186%
LAYTON	0.001928	\$265	201%
NORTH SALT LAKE	0.001517	\$209	159%
SOUTH WEBER	0.000941	\$129	98%
SUNSET	0.002290	\$315	239%
SYRACUSE	0.001639	\$225	171%
WEST BOUNTIFUL	0.001806	\$248	189%
WEST POINT	0.001036	\$142	108%
WOODS CROSS	0.000927	\$127	97%
AVERAGE	0.001682	\$231	176%
BOUNTIFUL	0.000957	\$132	100%