

# HERRIMAN, UTAH



## **ANNUAL BUDGET** **July 1, 2017 – June 30, 2018**



# HERRIMAN, UTAH



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## **ANNUAL BUDGET**

**July 1, 2017 – June 30, 2018**

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# LEGISLATIVE AND ADMINISTRATIVE BODIES

## ELECTED OFFICIALS

Mayor.....	Carmen Freeman
City Council Member.....	Craig Tischner
City Council Member.....	Coralee Wessman-Moser
City Council Member.....	Jared Henderson
City Council Member.....	Nicole Martin



*Back Row: Craig Tischner, Mayor Carmen Freeman, Jared Henderson  
Front Row: Coralee Wessman-Moser, Nicole Martin*

## APPOINTED OFFICIALS AND DIRECTORS

City Manager.....	Brett Wood
Assistant City Manager/Director of Planning and Development .....	Gordon Haight
City Recorder.....	Jacquelyn Nostrom
City Treasurer.....	Leslie Anglin
City Attorney.....	John Brems
City Engineer.....	Blake Thomas
Director of Administration and Communications.....	Tami Moody
Director of Finance.....	Alan Rae
Director of Operations.....	Monte Johnson
Director of Parks Recreation and Events.....	Wendy Thomas
Director of Water Operations .....	Justin Edwards



## MISSION AND VISION STATEMENTS

### **Mission Statement**

Herriman City is dedicated to provide courteous and efficient service to the public, preserve community identity, and promote a high quality of life.

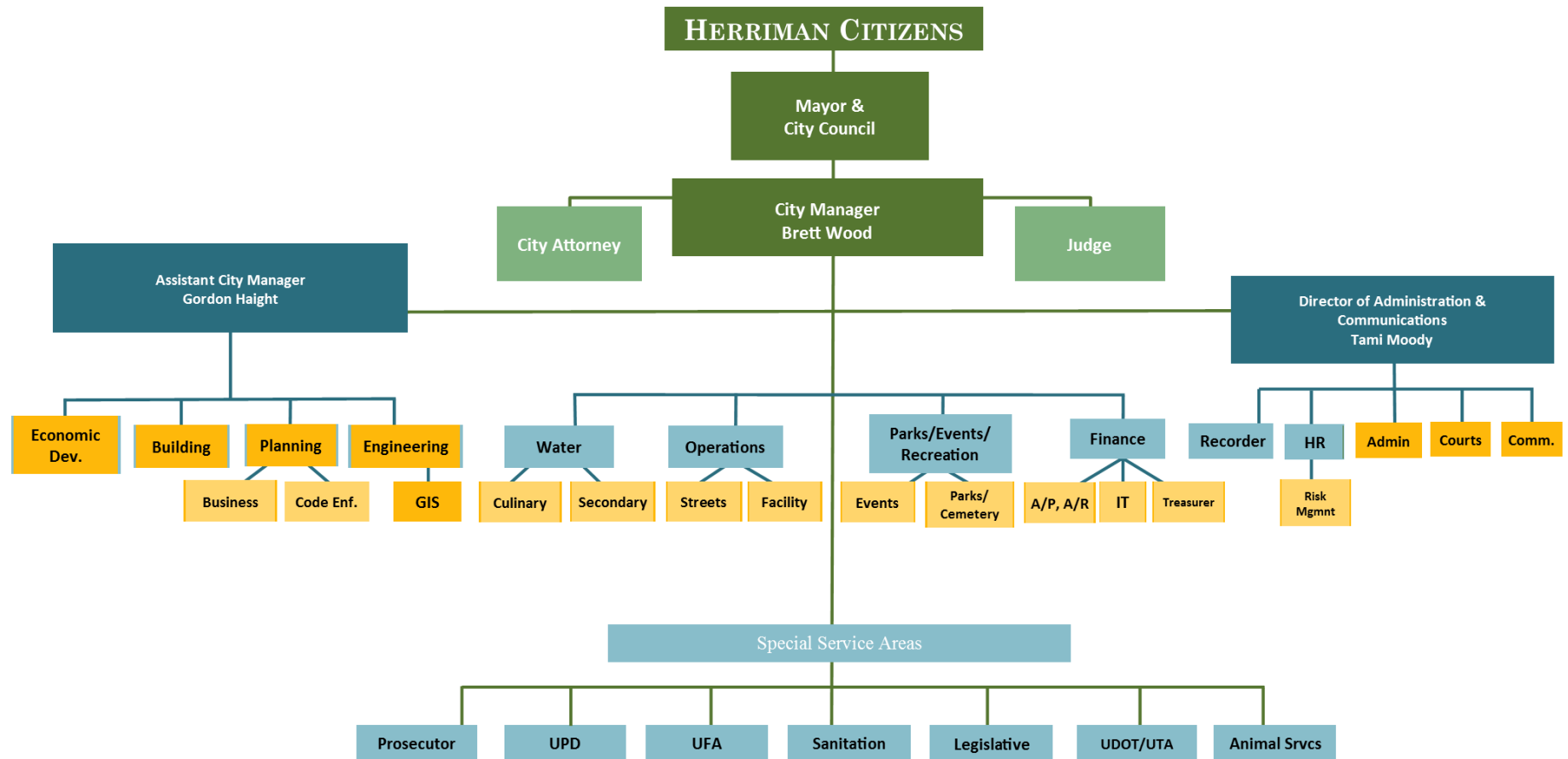


### **Vision Statement**

Herriman City will continue to be a place to establish roots, create opportunity, embrace our heritage, protect diversity, and promote economic development. And while preserving the “Herriman Feel”, provide a safe and inviting place to live, work and play.



# HERRIMAN CITY ORGANIZATIONAL CHART







## **Honorable Mayor, Herriman City Council and Residents**

In accordance with the requirements of the Utah Uniform Fiscal Procedures Act I hereby submit the tentative budget for the fiscal year ending June 30, 2018 and a revised budget for the fiscal year ending June 30, 2017.

This annual budget represents staff's recommendations to implement the goals, policies, and vision established by the Mayor and City Council. The annual budget is intended to be the working financial plan for all City services, improvements, and all financial decisions.

The goal of this budget is to deliver quality municipal services as cost effectively as possible for the taxpayers and rate payers of Herriman City. It is also the objective of this budget presentation to provide sufficient detail to the City Council and the taxpayers to allow maximum understanding of all aspects of the City's financial decisions.

There are several modifications in the organization of accounts which will be revealed in the detail provided. These adjustments were made to better align the City's accounting with the organizational chart approved by the City Council this past year.

During FYE 2016 and FYE 2017 we have experienced growth in our anticipated and budgeted revenue. Most economic indicators and economists point to a strengthening local economy. The FYE 2018 budget revenue projections in this budget are conservative, based on FYE 2016 and 2017 actual revenues and improving current conditions. We do not anticipate adjusting any tax rates but anticipate a growth rate of 6-8% on most revenues.

Herriman City is financially healthy as a result of fiscal restraint and good planning. The General Fund unrestricted reserves (fund balance) is estimated to increase during the remainder of 2017 by \$133,776 and \$169,602 in 2018 finishing at an estimated 18.41% of general fund revenues.

I appreciate the cooperation and input of all Department Heads for their ongoing commitment to fiscal responsibility and continued commitment to deliver the highest quality services that our residents have come to expect. This budget document was prepared by the Director of Finance with input and advice from City Manager Brett Wood and Assistant City Manager Gordon Haight. I appreciate the efforts of Tami Moody our Director of Administration and Communication for editing and adding color to our presentation.

### **Conservative Revenue Growth**

Development/growth related revenue projections in the FYE 2017 budget are based on a growth rate of 7% which is a conservative estimate based upon current building permit applications. Other revenue estimates are based on a combination of growth rate and conservative estimates based on historical collections and anticipated changes. We have experienced growth in our sales and franchise tax of 12% so far during fiscal year 2016.

### **Providing Core Services**

We continue to place high priority on providing core municipal services to nearly 9,000 residences. As a result this budget shows the funding of programs and resources across all operating departments which will allow the City to maintain levels of service. Some of the most significant changes in this year's budget are set forth below.

## Staffing Levels

### The following are proposed changes to staffing levels:

- An administrative tech III will be moved to become an executive assistant to executive staff
- An administrative tech II who works half-time in administration and half-time in courts will be full-time in courts.
- An administration tech III that has been working half-time for water and half-time for administration will be moved to full-time in the new customer service department. The monthly water administration fee will be increased so that the cost will still be covered by water but supervision will be by the Director of Administration.
- Two new administration tech I or II will be added to the new customer service department. These are positions that we anticipated in the last budget and not hired yet, but will be needed in this fiscal year.
- The part-time human resource assistant currently on staff will move from part-time to full-time.
- The recorder's office will add a part-time passport tech. This employee will work five hours per day and cover for time off.
- An information tech I will be hired to assist in the management of the technology needs in the new building.
- A current employee in the building department will become a building inspector.
- A community coordinator will be added to economic development.
- Engineering will add a part-time intern.
- Water will add a water operator I.
- An intern will be added to water to work with GIS.
- Water is adding a part-time facilities maintenance tech.

### The labor costs calculated in this budget project the following:

- Average increases of 3% for all employees that will be administered by managers with review by human resources and the City Manager.
- The projected increase in Health Insurance is 8%.
- Utah Retirement System anticipates no change in contribution rates over the current year.

## Capital Improvements and Equipment

### Legislative

- Ford Explorer to replace #175 40,473

### Parks

- Zamboni 100,000

### GIS

- Aerial Map 15,000

### Streets

- Hooklift 220,000

### Fleet

- Ford F150 to replace #171 41,178
- Ford Escape to replace #165 33,982

### Engineering

- Ford Escape to replace #166 33,982

### Building

- Ford Escape to replace #176 33,982
- Ford Escape to replace #179 33,982



• Ford Escape for new building inspector	33,982
<b>Towne Center-City Hall (Completion of project begun in 2017)</b>	
• City Hall Construction	3,000,000
• Furnishings, Electronics and AV	2,500,000
• Crane Park	8,600,000
<b>Capital Projects Fund</b>	
• ACUB Property Acquisition	5,000,000
• Main Street Extension	1,000,000
• Academy Parkway	1,500,000
• Shoshone Pond	50,000
• Herriman Blvd Main to 6400 West Lights and Landscape	250,000
• Welby Jacobs Trail	50,000
• Butterfield Parkway at 6400 West	50,000
• 11800 South (shared with South Jordan)	105,000
• Evening View Drive	92,800
• Main and 6400 West	200,000
• Autumn Crest Road	2,200,000
<b>Park Impact Fee Fund</b>	
• Butterfield Park East Connector Trail	250,000
• Blackridge Storage Building	40,000
• Restrooms Prairie Oaks	100,000
<b>Street Impact Fee Fund</b>	
• Traffic Signal 6400 W 13400 S	440,000
<b>Street Light Fund</b>	
• Street Lights Herriman Parkway 6000 W to Main	200,000
<b>Water</b>	
• Main Street Extension Culinary	225,000
• Towne Center Improvements Culinary	1,600,000
• Southeast Herriman Rockwell Landing Culinary	675,000
• Copper Creek Connection 118 <sup>th</sup> Culinary	40,000
• Jordan Valley Zone 2 Connection Culinary	450,000
• Juniper Canyon Crossing Culinary	150,000
• 6400 W Extension SLR Culinary	650,000
• Academy Parkway/Autumn Crest Secondary	1,300,000
• Juniper Canyon Reservoir Trans Secondary	550,000
• Main Street Extension Secondary	400,000
• Towne Center U Road	250,000

Chip/Slurry Seals have historically been recorded in Capital Projects, in this budget they have been moved to the General Fund due to the fact they are maintenance items and not capital. By putting them in Capital Projects it does not provide accurate historical maintenance numbers to base decisions on. In 2013, our City Engineer presented a plan to expend \$700,000 per year in street maintenance, the budget proposes to use \$500,000 for crack/chip seal and \$146,500 for maintenance materials and services. Included again this year are maintenance funds to continue that level of maintenance service.

## **Tax Rates and Fees**

The FY 2017 budget does not include a property tax increase with the current level of property tax being consistent to the tax levied pursuant to a Truth in Taxation hearing several years ago which is only adjusted for new growth.

There are no transfers from any City utility account except for specific costs of administration detailed in the appendix. Annually, the City reviews all fees, ensuring that fees for a particular service are based on appropriate costs and current market conditions.

We are excited about the future of Herriman City, and believe that we have formulated a budget which not only is very conservative but a foundation for economic prosperity and long-term success.

Alan W. Rae  
Director of Financial Services

Brett Wood  
City Manager





# HERRIMAN AT A GLANCE

## COMMUNITY PROFILE

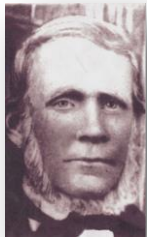
Herriman is nestled near the Oquirrh Mountains roughly 19 miles southwest of Salt Lake City. It is situated at an elevation of 4921 feet. The area was first used for camping and hunting by a band of Native Americans from the Ute tribe.

Thomas Butterfield arrived in 1849 and originally settled in the West Jordan area. Thomas Butterfield was displeased with the quality of water there so in 1851 he set out to the foothills of the Oquirrh Mountains hoping to find a better water source.



On his journey, he discovered a clear stream coming from the canyon, which he found quite suitable for his needs. A ditch was quarried to deliver water from the canyon down to the vicinity he desired to settle. This canyon is known today as Butterfield Canyon. The next spring, Henry Herriman, John J. Stocking, and Robert C. Petty, and the area became known as the Butterfield Settlement. By 1870, the settlement had a population of 150 people.

The families who settled Herriman were farmers and ranchers. They raised sheep, cattle, pigs, and grain. In 1854, 1650 bushels of grain were harvested. Gardens were planted with potatoes, corn, peas, and beans. Fruit trees were imported and planted. Fruits and vegetables were preserved and grains were harvested to carry the people through the winter. With plenty of grass available, Herriman became a place to raise sheep and cattle. Many people who did not live in Herriman brought their livestock here to graze. In later years, Herriman became home to some of the largest sheep operations west of the Mississippi River.

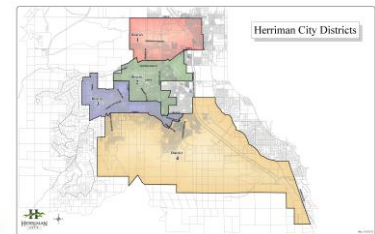


Henry  
Herriman

Herriman incorporated in 1999, with 770 residents and has grown to a current population of over 30,000.

## Profile of the Government

The City Council consists of five members. The City Council is to establish the vision of the city and exercise all legislative powers.



The Mayor is a regular and voting member of the council acting as the chair. The Mayor also represents the City in ceremonial functions.

Herriman City is currently divided into broad areas of responsibility which are overseen by directors. The directors report directly to the City Manager. The City Manager is appointed to provide general supervision and direction for city government operations.

City Manager  
Assistant City Manager/Director of  
Community Development  
Director of Administration and Communication  
Director of Financial Services  
Operations Director  
Director of Parks Recreation and Events  
Director of Engineering  
Water Director

Brett Wood  
  
Gordon Haight  
Tami Moody  
Alan Rae  
Monte Johnson  
Wendy Thomas  
Blake Thomas  
Justun Edwards

# HERRIMAN AT A GLANCE

The City contracts for law enforcement services with the Unified Police Department and for fire with the Unified Fire Authority.

## ECONOMIC OUTLOOK

Herriman City since its inception has relied heavily on building related revenue to support the growth of the City. It is becoming more and more important that the City look at other revenue sources to maintain the level of service that our residents have come to expect.

There are several important projects underway in the City that indicate the strength of the local economy.

- WalMart opened a Neighborhood Market in the City less than two years ago they are now in the permit process to add a Super WalMart to the Anthem Commercial Center.
- The Anthem Commercial Center will have approximately 450,000 square feet of retail space and will begin construction with the Super WalMart.
- Herriman City is extending Main Street to provide access to the Super WalMart and the Anthem Commercial Center.
- Herriman City is constructing a new city hall that is expected to be completed by the middle of August 2017. The site of the new city hall includes several pads for retail and service businesses.
- Real Salt Lake, the professional soccer team, is building a \$50 million dollar training facility and youth academy. It is expected that the Monarchs, the minor league team, will be headquartered in Herriman. The youth academy will include a 200 student STEM program.
- Jordan School District is expected to begin construction of a new high school in the City this spring.
- Jordan School District is constructing the Bastian Elementary School which will open in the fall of 2017.
- There are several small businesses and fast food restaurants under construction along 134<sup>th</sup> South.



Additionally there are numerous other economic development opportunities in the planning stages. Although, these large projects will not be operating until the next budget year, we will see significant revenues in this budget year from building permits and impact fees as they begin construction.

Housing growth remains very strong for both single family and multi-family. The engineering department is currently reviewing 40 subdivision plats. Housing growth in FY 2018 will depend largely on how fast subdivision can meet requirements and be approved.

## LONG TERM PLANNING

The rapid growth of the City creates many problems that the City works constantly to address. We are worried about infrastructure requirements for growth, maintaining our level of service and maintaining financial strength. It is a fine balancing act to make sure that the goals do not focus too much on one aspect.

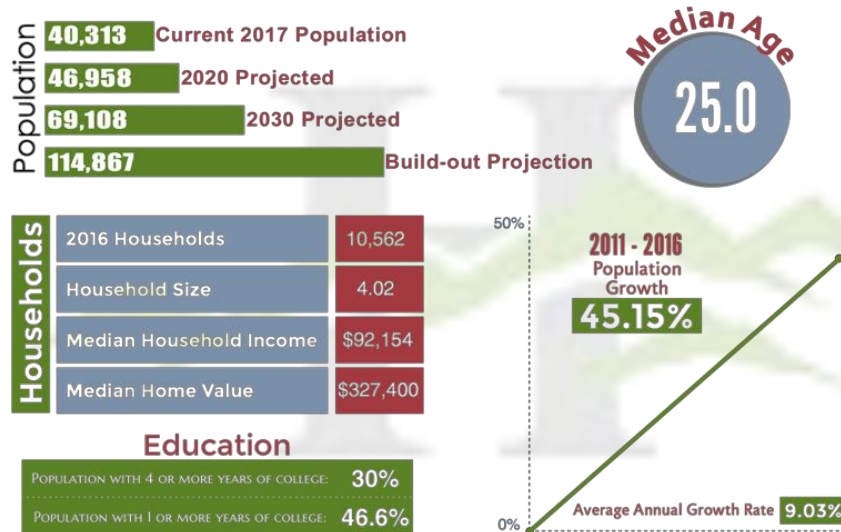
On a basis of every 3 to 5 years we contract engineering firms to evaluate our current facilities, expected need and the associated costs. These engineers create a master plan for Parks, Streets, Storm Drain and Water. Once the master plans are created our impact fees are updated based on the needs identified in the master plans. The master plans and impact fee analysis are approved by the City Council following a public hearing on each of them.

# HERRIMAN AT A GLANCE

The master plans identify future needs and their associated costs and put those in a timeframe to help us anticipate the requirements to fulfil those needs.

We use cash flow projections to determine what cash resources will be available and what financing may be required.

The following table show estimates of the demographics of the City and illustrates the rapid growth which is accelerating rapidly.



## Demographic and Economic Statistics Last Ten Fiscal Years

Fiscal Year	Population	Household Income	Personal Income	Unemployment Rate
2007	17,087	29,406	167,486,774	2.90%
2008	18,051	33,142	199,415,414	2.60%
2009	18,371	36,878	225,828,579	3.60%
2010	21,785	37,538	272,588,443	6.90%
2011	25,490	39,081	332,058,230	6.80%
2012	27,291	41,038	373,322,686	6.00%
2013	29,617	42,189	416,503,871	5.00%
2014	30,816	\$ 56,361	578,940,192	3.50%
2015	31,409	Not Available	Not Available	3.30%
2016	32,600	Not Available	Not Available	3.30%

Note: Population is estimated based on utility services.

Source: Utah Department of Workforce Services, per capita income is for Salt Lake County.

# UNDERSTANDING THE CITY BUDGET

## WHAT IS THE CITY BUDGET?

The City's budget serves as the documentation of the policy, service and financial decisions put in place by the City Council for the fiscal year. This documentation provides guidance to City staff as they carry out the direction of the Council in performing City business. This document serves as one of the best resources of information on our local government programs and projects, as well as offering key information for our policy makers and management when determining if their goals are being accomplished.

The budget provides estimated costs incurred if programs and projects are carried out as planned and projected. It reveals the public and private revenues available to finance these activities, including taxes, fees and grant monies. City Council authorizes the expenditure of public money by approving the budget and noted plan for the impending fiscal year.

As the City Council focuses on resources and programs to achieve results the community values they oversee the budgeting process reinforcing the strategic process of planning, budgeting, providing services, continuous improvement and delivering results. The results delivered must facilitate accountability, transparency and informed decision making.





# UNDERSTANDING THE CITY BUDGET

In order to achieve success in our budgeting, we must first define goals and strategies and set priorities. This is done throughout the budget process.

## WHAT DOES THE BUDGET PROCESS LOOK LIKE?

### Budget Process and Schedule

#### Budget Preparation

The budget process provides a time and a vehicle to reassess each of the departments and functions. This is done to determine if the goals of the City Council are being accomplished. All revenues and expenditures are detailed by type and evaluated against prior years and future expectations. As seen in the Budget Summary and as required by State law, the fiscal year 2018 General Fund and Capital Projects Fund budgets are balanced.

Herriman City follows the budgeting requirements set forth in the Utah State Code, Title 10, Chapter 6, entitled Uniform Fiscal Procedures Act. The City also follows standard budgeting principles to forecast revenues and expenditures each year.

#### Basis of Budgeting & Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied. Measurement focus refers to what is being measured.

#### Herriman City's Governmental Funds



Our governmental funds are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under this method revenues are recognized when susceptible to accrual; i.e. when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

# UNDERSTANDING THE CITY BUDGET

Herriman City considers amounts collected within 60 days after year end to be available. Expenditures are recorded when the related fund liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences are recorded only when payment is due.

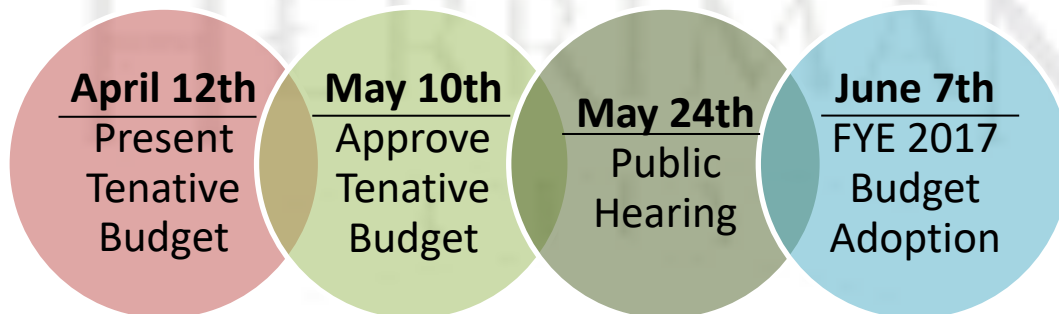
## Herriman City Enterprise Funds

- Water Utility
- Water Rights Impact Fee
- Water Impact Fee

These funds are reported using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets and liabilities (whether current or non-current) are included on the statement of net assets and the operating statements present increases (revenues) and decreases (expenses) in net total assets. Under the accrual basis of accounting, revenues are recognized when earned. Expenses are recognized at the time liabilities are incurred.

## Budget Adoption and Calendar

Discuss of Department Priorities	Jan 19-20
General Fund Revenue Estimates	Feb 1
Department Budget Requests to City Manager	Mar 1-15
Presentation of Tentative Budget	Apr 12
Discussion & Revisions of Tentative Budget	Apr 26
Approve Tentative Budget	May 10
Public Hearing on Tentative Budget	May 24
Adoption of Amended Budget FYE 2016 and FYE 2017 Budget	June 7
Submit to Utah State Auditor	July 28
Submit to GFOA	Aug 31



## Budget Amendments

As determined by Utah State law, the level at which expenditures may not legally exceed appropriations is the departmental budget within a given fund. Therefore, the head of the department may transfer funds from one account in their department to another account in the same department. This transfer must be approved by the City Manager.

Reductions in or reallocations of departmental appropriations can be approved by the City Council upon recommendation of the City Manager, but appropriations cannot be increased in a governmental fund without a public hearing. All unexpended budget appropriations lapse at the end of the budget year.

# FINANCIAL POLICIES AND PROCEDURES

The following serves only as a general overview of established policies and procedures governing daily operation at Herriman City and affecting the outcome of these financial statements.

## **Balanced Budget**

- Pursuant to §10-6-109, Utah Code Annotated, Herriman City will adopt a balanced General Fund budget by June 22.

## **Long-Range Planning**

- Herriman City supports a financial planning process that assesses the long-term financial implications of current and proposed operating and capital budgets, budget policies, cash management and investment policies, programs and assumptions.

## **Asset Inventory**

- Each department manager is responsible to take all reasonable measures available to prolong and assess the condition of major capital assets in their department on an annual basis.
- Methods of doing so may include such things as the procurement of insurance, regular testing of water and sewer systems, street and sidewalk replacement plans, procurement of secondary and tertiary water systems, etc.
- Herriman City Treasurer, under the direction of the City Manager, is responsible for the diversification of investments.

## **Revenue Policies**

- Herriman City is dependent on a variety of revenue sources to cover expenditures. The burden of supporting City non-enterprise services will be equitably distributed and will protect the City from short-term fluctuations in any one revenue source.
- The City maintains timely collection systems and implements necessary enforcement strategies to collect revenues from available sources.
- The City actively supports economic development, recruitment, and retention efforts to provide for a solid revenue base.
- The City conservatively and accurately forecasts, such that actual revenues meet or exceed budgeted revenues.
- The City maintains a budgetary control system and prepares reports that compare actual revenues to budgeted amounts throughout the year.
- Fees and charges are based on the estimated cost of providing the associated service. Costs associated with the service include the use of human and capital resources and the depreciation of assets. The fee schedule is evaluated annually to extrapolate future trends.
- Herriman City is committed to minimizing the portion of operating expenditures that are funded by one-time growth revenues. To support this policy, the City analyzes current and historical operating trends annually.

## **Expenditure Policies**

- Herriman City maintains a policy of full disclosure on financial reports and bond prospectus.
- The City pays all capital projects on a pay-as-you-go basis using current revenues when possible and practical. If a project or improvement cannot be financed with current revenue, debt will be considered.
- The City refrains from issuing debt for a period in excess of the expected useful life of the capital project.
- The City uses Special Assessment revenue or other self-supporting bonds instead of general obligation bonds, when feasible.
- The City will seek the refinancing of outstanding debt if it is determined that the City will benefit by reducing interest expense over the remaining life of the debt.
- The City will comply with State Law which limits total bond obligation to 12 percent of prior year's total assessed value for tax purposes of real and personal property, as determined by the most recent tax assessment.
- Herriman City will maintain a minimum unrestricted general fund balance of at least 5 percent (not to exceed 25 percent) of current year operating revenues. If existing reserves exceed the required level, such funds may be used to balance the budget or meet needs that may arise during the year.
- The City will use the funds from the reserve only in times of emergency or fiscal and economic hardship.

# FINANCIAL POLICIES AND PROCEDURES

- Fund balance in excess of 5 percent may only be transferred to another fund with City Council approval of a budget amendment.

## Investment and Cash Management Policy

- All unused cash is invested in a PTIF account or other approved financial institution. By so doing, the issues of safety, liquidity, and yield are addressed.
- Interest earned from investments of available cash is distributed to budgetary funds according to ownership of the investments and are reflected in the annual budget and financial statements.
- The City deposits all receipts according to the requirements of State law.
- Investments made by the City are in conformity with all requirements of the State of Utah Money Management Act and City Ordinance.

## Financial Reporting Policy

- Herriman City's accounting system will maintain records in accordance with accounting standards and principles outlined in the Government Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB) and the State of Utah.
- Each manager has been given access to the financial reporting software and can look up the status of their budget in real time at any time they would like. We suggest that occur at least monthly.
- The City employs an independent accounting firm to perform an annual audit of the City's finances, and make the annual audit available to all required and interested parties. The audit shall be completed and submitted to the State of Utah within 180 days of the close of the fiscal year.
- Copies of the annual budget and financial statements are available at the City offices or on the City's website, [www.Herriman.org/city-departments/finance/](http://www.Herriman.org/city-departments/finance/).
- The City will seek annually to qualify for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting award.

Some of the above funds are the source of resources for some of the other funds as shown below:

### 2017 Transfers

			Transfers To			
			Debt Service	Towne Center	Capital Projects	Total
Transfers From	General Fund	\$ 3,700,000	\$ 1,200,000	\$ 2,500,000	\$ -	\$ 3,700,000
	Park Impact Fund	5,120,880		4,800,000	320,880	5,120,880
	Road Impact Fund	1,000,000	1,000,000		-	1,000,000
		<u>\$ 9,820,880</u>	<u>\$ 2,200,000</u>	<u>\$ 7,300,000</u>	<u>\$ 320,880</u>	<u>\$ 9,820,880</u>

### 2018 Transfers

			Transfers To		
			Debt Service	Capital Projects	Total
Transfers From	General Fund	\$ 3,500,000	\$ 1,000,000	\$ 2,500,000	\$ 3,500,000
	Park Impact Fund	\$ 320,000		\$ 320,000	320,000
	Road Impact Fund	1,000,000	1,000,000	-	1,000,000
		<u>\$ 4,820,000</u>	<u>\$ 2,000,000</u>	<u>\$ 2,820,000</u>	<u>\$ 4,820,000</u>



# FINANCIAL POLICIES AND PROCEDURES

## **Fund Balances & Net Position**

Fund balance is the difference between revenue and expenditures in governmental funds. The beginning fund balance represents residual funds brought forward from the previous year (ending fund balance).

In proprietary funds (i.e. Water, Water Impact Fees and Water Rights), net assets reflect the accumulated balance. Net assets include assets purchased by or donated to the proprietary funds less accumulated depreciation.

Utah State law allows cities to accumulate retained earnings or fund balances as appropriate in any fund. However, the law restricts balances in the General Fund as follows: (1) Any fund balance less than 5 percent of estimated expenditures may be used for working capital, certain emergency expenditures, or to cover an unexpected revenue shortfall that would result in a year-end excess of expenditures over revenues; (2) Fund balance greater than 5 percent but less than 25 percent may be used for budget purposes; and (3) Any fund balance in excess of 25% must be included in the appropriations of the next fiscal year.



# CITY STAFFING

## STAFFING CHART

### General Government

Mayor and City Council  
Planning Commission

### Administration

City Manager  
Assistant City Manager  
Communications  
Courts  
Human Resources  
City Recorder  
Customer Service

### Finance

Accounting  
City Treasurer  
Information Technology

### Operations

Facilities  
Fleet  
Streets  
Snow Removal  
Storm Drains  
Street Signs  
Street Lights

### Parks Recreation & Events

Events  
Parks  
Cemetery

### Engineering

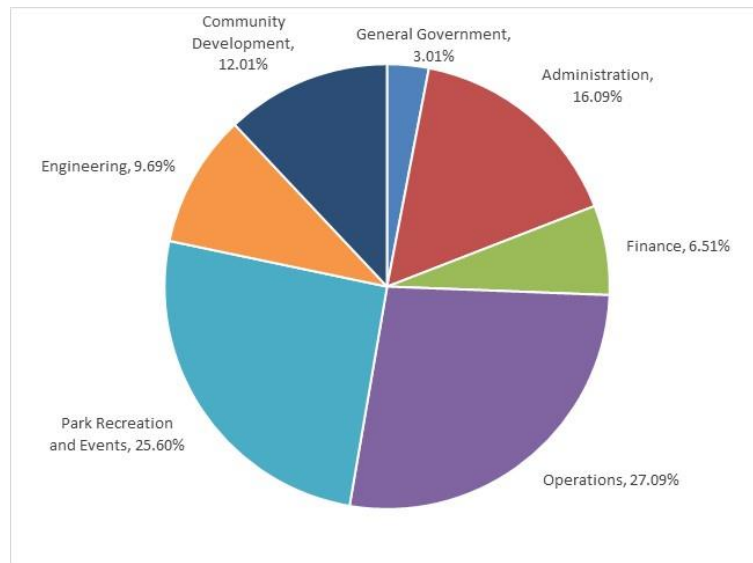
City Engineer  
GIS

### Community Development

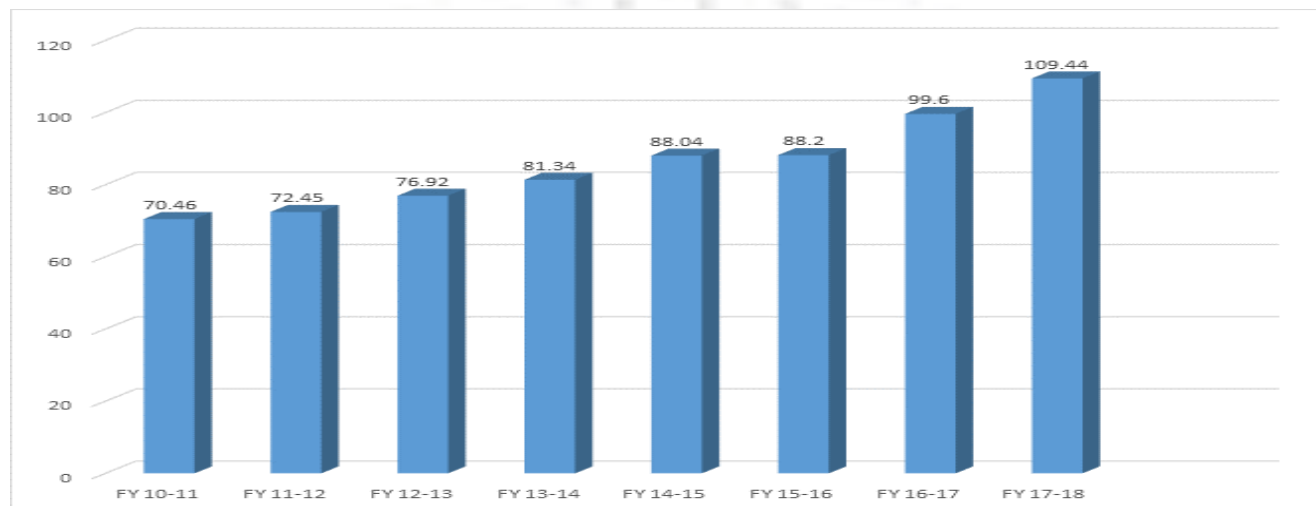
Building  
Economic Development  
Planning & Development

### Water

Water Operations  
Water Right



## TOTAL NUMBER OF EMPLOYEES BY FISCAL YEAR



\*Fiscal years 16-17 and 17-18 are projected based on this budget.

# CITY STAFFING

## FULL-TIME EQUIVALENT EMPLOYEES

	Wage Grade	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018
<b>General Government</b>						
		1.50	1.50	1.50	1.50	1.50
<b>Administration</b>						
City Manager	22	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	21	1.00	1.00	1.00	1.00	1.00
Director of Administration and Communication	20	1.00	1.00	1.00	1.00	1.00
Administrative Service Coordinator	13	1.00	-	-	-	-
Administrative Tech III	12	-	0.50	0.50	-	1.00
Administrative Intern	9	-	-	0.25	0.50	0.50
		4.00	3.50	3.75	3.50	4.50
<b>Communications</b>						
Communications Tech III	13	-	0.50	0.50	1.00	-
Communications Tech II	12	-	-	-	1.00	2.00
Communications Tech I	11	-	-	-	0.50	1.00
		-	-	-	2.50	3.00
<b>Court</b>						
Judge		0.40	0.40	0.40	0.40	0.25
Court Coordinator	14	-	1.00	1.00	1.00	1.00
Court Clerk III	13	1.00	-	-	-	-
Court Clerk II	12	0.50	0.50	0.50	0.50	1.00
		1.90	1.90	1.90	1.90	2.25
<b>Human Resources</b>						
HR Director	17	1.00	0.70	1.00	1.00	1.00
HR Tech	12	0.50	0.05	-	0.50	1.00
		1.50	0.75	1.00	1.50	2.00
<b>Recorder</b>						
City Recorder	16	0.75	1.03	1.00	1.00	1.00
Deputy Recorder	13	-	1.05	1.00	1.00	1.00
Administrative Tech III	12	-	1.00	1.00	1.00	1.00
Passport Tech	10	-	-	-	-	0.63
		0.75	3.08	3.00	3.00	3.63
<b>Customer Service</b>						
Administrative Service Office Manager	15	-	-	-	-	-
Administrative Utility Tech	11	-	-	-	1.00	1.00
Administrative Tech II	11	4.35	1.40	1.75	2.25	3.50
		4.35	1.40	1.75	3.25	4.50
<b>Total Administration</b>		12.50	10.63	11.40	15.65	19.88

# CITY STAFFING

## FULL-TIME EQUIVALENT EMPLOYEES (Continued)

	Wage Grade	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018
<b>Finance</b>						
Director of Finance	20	1.00	0.80	0.80	0.80	0.80
City Treasurer	16	0.75	1.15	1.00	1.00	1.00
Senior Accountant	16		1.00	1.00	1.00	1.00
Finance Coordinator	14	0.85	-	-	-	-
		<u>2.60</u>	<u>2.95</u>	<u>2.80</u>	<u>2.80</u>	<u>2.80</u>
<b>Information Technology</b>						
IT Manager	20	0.50	0.20	0.20	0.20	0.20
It Tech III	14	1.25	1.00	1.00	1.00	1.00
IT Tech I	10	0.10	-	-	-	1.00
		<u>1.85</u>	<u>1.20</u>	<u>1.20</u>	<u>1.20</u>	<u>2.20</u>
<b>Total Finance</b>		<u>4.45</u>	<u>4.15</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
<b>Operations</b>						
Director of Operations	19	1.00	1.00	1.00	1.00	1.00
Operations Coordinator	13	1.10	1.05	1.00	1.00	1.00
		<u>2.10</u>	<u>2.05</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Facilities</b>						
Facilities Tech III	13	0.90	2.00	2.00	2.00	2.00
Custodian II	12	0.50	0.75	0.75	0.75	-
		<u>1.40</u>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>	<u>2.00</u>
<b>Fleet</b>						
Fleet Coordinator	13	1.00	1.00	0.05		1.00
Mechanic Tech III	13	0.25	1.00	1.00	1.00	1.00
Parts Tech	11		0.10	0.75	1.25	1.00
		<u>1.25</u>	<u>2.10</u>	<u>1.80</u>	<u>2.25</u>	<u>3.00</u>
<b>Streets</b>						
Streets Manager	16	1.00	1.00	1.00	1.00	1.00
Streets Foreman	13	-	1.05	1.00	1.10	1.00
Streets Tech III	13	0.65	2.30	3.00	3.00	3.00
Streets Tech II	12	1.05	-	-	-	2.00
Streets Tech I	11	4.60	2.05	4.00	6.85	3.00
		<u>7.30</u>	<u>6.40</u>	<u>9.00</u>	<u>11.95</u>	<u>10.00</u>
<b>Street Lights</b>						
Street Lights Foreman	14	-	-	-	-	1.00
Street Lights Tech III/Lead	13	-	1.05	1.05	1.05	1.00
Street Lights Tech II	12	1.20	1.05	1.05	1.05	-
Street Lights Tech I	11	1.03	-	-	-	-
		<u>2.23</u>	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	<u>2.00</u>
		<u>14.28</u>	<u>15.40</u>	<u>17.65</u>	<u>21.05</u>	<u>19.00</u>



# CITY STAFFING

## FULL-TIME EQUIVALENT EMPLOYEES (Continued)

	Wage Grade	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018
<b>Parks Recreation and Events</b>						
<b>Events</b>						
Director of Parks Recreation and Events	18	-	-	-	-	1.00
Events Manager	16	1.00	1.00	1.00	1.00	1.00
Events Coordinator	13	-	-	-	1.00	1.00
Events Tech III	12	-	1.05	1.00	1.00	1.00
Events Tech II	11	2.25	1.00	1.00	1.00	1.00
Events Tech I	10	0.75	1.75	2.50	1.75	2.00
Food/Events Tech I	9	1.50	1.60	1.75	1.60	1.06
		<u>5.50</u>	<u>6.40</u>	<u>7.25</u>	<u>7.35</u>	<u>8.06</u>
<b>Parks</b>						
Parks Manager	16	1.00	1.00	1.00	1.00	1.00
Park Lead	13	0.85	1.05	1.00	1.00	1.00
Parks Tech III	13	1.00	-	-	-	-
Parks Tech II	12	3.25	6.70	6.30	6.25	7.00
Parks Tech I	11	4.55	4.05	3.65	6.20	4.00
Parks Secretary	10	0.30	0.70	0.55	0.50	0.50
Work Release Lead	13	1.00	1.05	1.00	1.00	1.00
		<u>11.95</u>	<u>14.55</u>	<u>13.50</u>	<u>15.95</u>	<u>14.50</u>
<b>Total Operations</b>		<u>17.45</u>	<u>20.95</u>	<u>20.75</u>	<u>23.30</u>	<u>22.56</u>
<b>Engineering</b>						
<b>Engineering</b>						
City Engineer	19	0.85	1.00	1.00	1.00	1.00
Assistant City Engineer	18	-	0.85	1.00	1.00	1.00
Staff Engineer	15	1.00	2.00	2.00	2.00	2.00
Engineering Tech		1.00	-	-	-	-
Engineering Coordinator		1.00	1.00	1.00	1.00	1.00
Public Works Inspector III	14	2.05	2.00	2.00	2.00	2.00
Engineering Intern	9	-	-	-	0.40	0.50
		<u>5.90</u>	<u>6.85</u>	<u>7.00</u>	<u>7.40</u>	<u>7.50</u>
<b>GIS</b>						
GIS Manager	16	0.50	1.00	1.00	1.00	1.00
GIS Tech II	15	1.00	2.00	2.00	2.00	2.00
GIS Tech I	13	1.00	0.03	-	-	-
GIS Intern	9	1.00	0.50	0.25	0.35	0.50
		<u>3.50</u>	<u>3.53</u>	<u>3.25</u>	<u>3.35</u>	<u>3.50</u>
		<u>9.40</u>	<u>10.38</u>	<u>10.25</u>	<u>10.75</u>	<u>11.00</u>

# CITY STAFFING

## FULL-TIME EQUIVALENT EMPLOYEES (Continued)

	Wage Grade	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018
<b>Community Development</b>						
<b>Building</b>						
Building Official	19	1.50	1.00	1.00	1.00	1.00
Assistant Building Official	16	1.10	1.00	1.00	1.00	1.00
Building Inspector III	15	0.25	1.40	2.00	2.00	2.00
Building Inspector II	14	0.05	0.33	-	-	-
Building Permit Tech III	13	-	0.95	1.00	1.00	1.00
Building Permit Tech II	12	1.95	1.00	1.50	1.00	1.00
Building Intern	9	-	-	-	0.50	-
Building Coordinator	12	-	-	-	-	1.00
		<u>4.85</u>	<u>5.68</u>	<u>6.50</u>	<u>6.50</u>	<u>7.00</u>
<b>Economic Development</b>						
Economic Development Manager	17	-	-	-	-	1.00
Economic Development Analyst	16	-	0.50	0.50	1.00	-
Community Coordinator		-	-	-	-	1.00
		<u>-</u>	<u>0.50</u>	<u>0.50</u>	<u>1.00</u>	<u>2.00</u>
<b>Planning</b>						
City Planner	18	-	1.00	1.00	1.00	1.00
Planner III	16	1.00	0.50	0.50	-	-
Planner II	14	0.86	-	-	-	-
Planner I	13	-	0.85	0.85	1.00	2.00
Code Enforcement	13	1.00	1.00	0.75	1.00	1.00
Business License Official	12	0.75	0.75	0.75	0.50	1.00
Planning Intern	9	-	-	-	0.50	-
		<u>3.61</u>	<u>4.10</u>	<u>3.85</u>	<u>4.00</u>	<u>5.00</u>
<b>Total Community Development</b>		<u>8.46</u>	<u>10.28</u>	<u>10.85</u>	<u>11.50</u>	<u>14.00</u>
<b>Water</b>						
Water Director	19	1.00	1.00	1.00	1.00	1.00
Water System Manager	16	1.00	1.00	1.00	1.00	1.00
Water Department Coordinator	12	1.00	1.00	1.00	1.00	1.00
Water Operator Foreman	15	1.05	1.10	1.10	1.10	1.00
Water Operator III/Lead	13	1.08	2.15	2.10	2.10	2.00
Water System Operator III	13	3.25	3.25	3.25	3.25	2.00
Water System Operator II	12	1.07	-	-	-	-
Water System Operator I	11	3.85	5.25	4.10	2.90	7.50
Water System Admin Tech	12	-	-	-	0.50	-
Facilities Tech I	9	-	-	-	-	0.50
Intern	9	-	-	-	-	0.50
		<u>13.30</u>	<u>14.75</u>	<u>13.55</u>	<u>12.85</u>	<u>16.50</u>
<b>Total Herriman City</b>		<u>81.34</u>	<u>88.04</u>	<u>89.95</u>	<u>100.6</u>	<u>109.44</u>

# DEBT

## LONG TERM DEBT

Bonds Payable					
Governmental Activities:	Balance 6-30-2017	Additions	Retirements	Balance 6-30-2018	Current Portion
Sales & Franchise Tax Revenue Bond 2008	\$ 755,000		\$ 265,000	490,000	\$ 280,000
Sales & Franchise Tax Revenue Bond 2015A	21,125,000		800,000	20,325,000	815,000
Sales & Franchise Tax Revenue Bond 2015B	6,040,000	-	25,000	6,015,000	25,000
SAA Bond	400,000		125,000	275,000	125,000
SAA Bond 2016	10,969,000		570,000	10,399,000	611,000
Premium	1,881,332		108,954	1,772,378	108,954
Discount	(129,731)	-	(12,096)	(141,827)	(12,096)
<b>Total Governmental Activities</b>	<b>41,040,601</b>	<b>-</b>	<b>1,881,858</b>	<b>39,134,551</b>	<b>1,952,858</b>
<b>Business-Type Activities</b>					
Water Revenue Bond 2003	1,413,000	-	191,000	1,222,000	194,000
Water Revenue Bond 2007	362,675	-	181,338	181,338	181,338
Water Revenue Bond 2011	5,035,000	-	285,000	4,750,000	295,000
Water Revenue Bond 2015	3,090,000	-	144,000	2,946,000	147,000
Water Revenue Refunding Bond 2016	7,740,000	-	260,000	7,480,000	265,000
Premium	164,492	1,025,036	221,437	968,091	56,946
Discount	(34,280)	-	(3,428)	(30,852)	(3,428)
<b>Total Business-Type Activities</b>	<b>17,770,887</b>	<b>1,025,036</b>	<b>1,279,347</b>	<b>17,516,577</b>	<b>1,135,856</b>
<b>Total Bonds</b>	<b>58,811,488</b>	<b>1,025,036</b>	<b>3,161,205</b>	<b>56,651,128</b>	<b>3,088,714</b>

**Sales & Franchise Tax Revenue Bond 2008 and Water Revenue Bond 2016 were refinanced with advanced refunding bonds and an escrow account is established with funds to pay these debts off as the bonds are callable.**

Lease Payable					
	Balance 6-30-2017	Additions	Retirements	Balance 6-30-2018	Current Portion
<b>Legislative</b>					
Ford Explorer	-	40,473	-	40,473	14,031
<b>Fleet</b>					
Ford F350	6,335	-	2,092	4,243	2,112
Ford Escape	-	33,982	-	33,982	11,780
Ford F150	-	41,178	-	41,178	14,275
<b>Streets</b>					
Ford F150	9,893	-	9,893	-	-
Ford F550	42,894	-	14,727	28,167	14,727
Street Sweeper	230,000	-	47,380	182,620	47,380
Hooklift	-	220,000	-	220,000	45,760
<b>Parks</b>					
Ford Van	5,068	-	1,674	3,394	1,689
Ford Van	5,068	-	1,674	3,394	1,689
4 Pickups	40,550	-	40,550	-	-
Ford F150	45,000	-	15,000	30,000	15,000
Ford F150	45,000	-	15,000	30,000	15,000
Zamboni	-	100,000	-	100,000	20,800
<b>Engineering</b>					
2 Pickups	17,646	-	17,646	-	-
Ford Escape	-	33,982	-	33,982	11,780
<b>GIS</b>					
Ford F150	8,823	-	8,823	-	-
<b>Building Department</b>					
2 Pickups	18,062	-	18,062	-	-
3 Ford Escapes	-	101,946	-	101,946	35,341
<b>Planning</b>					
Ford F150	29,791	-	10,228	19,563	10,228
<b>Water</b>					
Ford F150	8,446	-	8,446	-	-
10 Wheel Truck	46,879	-	31,108	15,770	15,770
2 Pickups	17,646	-	17,646	-	-

# SUMMARY OF FUNDS

GENERAL FUND									
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Revenue</b>									
Taxes	4,178,663	4,645,331	5,117,123	5,749,042	4,806,555	6,351,254	6,340,216	6,981,390	10.11%
Licenses & Permits	3,507,056	3,812,960	4,369,529	5,431,250	5,376,531	5,827,869	6,754,734	7,410,074	9.70%
Intergovernmental Revenue	886,210	796,914	836,142	1,107,025	958,694	1,063,652	1,451,022	1,582,000	9.03%
Charges for Services	742,586	731,604	813,932	839,933	680,250	1,019,693	1,065,319	1,128,462	5.93%
Fines & Forefeitures	157,179	120,864	171,327	137,853	107,211	160,000	120,000	130,000	8.33%
Interest	29,774	82,742	2,402	61,937	80,841	45,000	100,000	110,000	10.00%
Miscellaneous	134,312	197,430	632,596	128,711	91,725	770,815	465,225	672,900	44.64%
Water Fund Administration and Transfers	-	-	535,126	601,675	390,232	500,000	668,200	784,613	17.42%
<b>Total Revenue</b>	<b>9,635,781</b>	<b>10,387,843</b>	<b>12,478,177</b>	<b>14,057,425</b>	<b>12,492,039</b>	<b>15,738,283</b>	<b>16,964,716</b>	<b>18,799,439</b>	<b>10.81%</b>
<b>Expenditures</b>									
<b>General Government</b>									
Legislative	79,444	73,404	134,828	114,612	81,932	125,520	125,425	168,173	34.08%
Planning Commission	11,922	18,031	19,717	19,695	10,404	25,900	22,000	22,000	0.00%
Legal	142,239	95,679	193,922	215,481	211,801	259,500	259,500	265,000	2.12%
<b>Total General Government</b>	<b>233,606</b>	<b>187,114</b>	<b>348,467</b>	<b>349,787</b>	<b>304,137</b>	<b>410,920</b>	<b>406,925</b>	<b>455,173</b>	<b>11.86%</b>
<b>Administration</b>									
Administration	654,260	1,123,789	684,225	762,717	565,324	806,408	788,941	603,940	-23.45%
Communications	64,769	118,104	187,538	234,787	174,903	409,886	400,088	505,450	26.33%
Court	152,126	153,652	156,518	172,775	130,745	179,705	180,179	218,894	21.49%
Human Resources	243,350	285,492	211,511	218,466	198,493	328,700	305,780	362,900	18.68%
Recorder	95,483	169,223	194,307	285,858	226,272	326,610	320,110	432,060	34.97%
Customer Service	-	-	-	-	-	-	-	310,363	
<b>Total Administration</b>	<b>1,209,987</b>	<b>1,850,259</b>	<b>1,434,099</b>	<b>1,674,603</b>	<b>1,295,737</b>	<b>2,051,309</b>	<b>1,995,098</b>	<b>2,433,607</b>	<b>21.98%</b>
<b>Finance</b>									
Finance	305,665	75,079	419,069	430,069	339,050	421,250	439,602	463,200	5.37%
Information Technology	734,240	815,535	544,931	326,106	349,532	444,425	442,707	520,725	17.62%
<b>Total Finance</b>	<b>1,039,905</b>	<b>890,615</b>	<b>964,000</b>	<b>756,174</b>	<b>688,582</b>	<b>865,675</b>	<b>882,309</b>	<b>983,925</b>	<b>11.52%</b>
<b>Operations</b>									
Facilities	266,553	353,591	362,826	395,439	267,726	444,075	449,446	723,100	60.89%
Enforcement/Emergency Services	299,738	340,145	338,499	390,883	308,724	408,146	408,158	417,808	2.36%
Fleet	158,799	174,429	181,214	184,858	155,322	210,030	213,030	335,825	57.64%
Street	787,147	908,620	1,165,125	1,155,377	871,442	1,739,348	1,513,857	1,544,757	2.04%
Snow Removal	86,864	100,773	40,554	135,758	149,221	159,300	159,300	178,500	12.05%
Storm Drain	165,693	162,213	177,459	180,069	120,310	233,701	234,001	264,212	12.91%
Street Signs	76,762	69,708	93,869	81,849	77,472	135,924	136,194	123,474	-9.34%
Street Lights	347,845	377,279	373,340	451,279	360,352	420,767	422,567	509,865	20.66%
<b>Total Operations</b>	<b>2,189,400</b>	<b>2,486,759</b>	<b>2,732,886</b>	<b>2,975,513</b>	<b>2,310,570</b>	<b>3,751,291</b>	<b>3,536,553</b>	<b>4,097,541</b>	<b>15.86%</b>
<b>Parks Recreation and Events</b>									
Community Events/Recreation	536,580	536,799	592,074	603,728	421,035	760,154	765,545	815,796	6.56%
Arts & Cultural Development	101,189	60,450	68,382	102,137	56,916	131,300	137,550	143,550	4.36%
Cemetery	32,131	35,362	48,562	57,102	25,831	84,200	83,900	84,200	0.36%
Parks	1,370,583	1,369,871	2,048,440	2,132,828	1,467,571	2,588,539	2,571,384	2,833,528	10.19%
<b>Total Parks Recreation and Events</b>	<b>2,040,483</b>	<b>2,002,482</b>	<b>2,757,458</b>	<b>2,895,794</b>	<b>1,971,353</b>	<b>3,564,193</b>	<b>3,558,379</b>	<b>3,877,074</b>	<b>8.96%</b>
<b>Engineering</b>									
Engineering	716,330	715,375	886,004	864,858	675,148	849,653	897,632	1,079,819	20.30%
GIS	-	-	255,960	300,616	220,110	341,728	341,597	385,746	12.92%
<b>Total Engineering</b>	<b>716,330</b>	<b>715,375</b>	<b>1,141,964</b>	<b>1,165,474</b>	<b>895,258</b>	<b>1,191,381</b>	<b>1,239,229</b>	<b>1,465,565</b>	<b>18.26%</b>
<b>Community Development</b>									
Building Services	414,083	474,059	561,396	623,178	554,550	696,629	803,904	954,528	18.74%
Economic Development	141,896	87,792	96,309	164,716	151,266	250,945	224,945	386,310	71.74%
Planning & Development	326,931	358,342	402,977	405,603	291,177	497,160	483,598	476,115	-1.55%
<b>Total Planning &amp; Development</b>	<b>882,909</b>	<b>920,193</b>	<b>1,060,682</b>	<b>1,193,497</b>	<b>996,994</b>	<b>1,444,734</b>	<b>1,512,447</b>	<b>1,816,953</b>	<b>20.13%</b>
Transfers to Other Funds	1,138,413	1,759,762	1,270,151	2,987,767	1,500,000	2,527,130	3,700,000	3,500,000	-5.41%
<b>Total Expenditures</b>	<b>9,451,033</b>	<b>10,812,559</b>	<b>11,709,707</b>	<b>13,998,609</b>	<b>9,962,631</b>	<b>15,806,633</b>	<b>16,830,940</b>	<b>18,629,837</b>	<b>10.69%</b>
<b>Excess Revenue over (under) Expenditures</b>	<b>180,543</b>	<b>(424,715)</b>	<b>768,470</b>	<b>58,816</b>	<b>2,529,408</b>	<b>(68,350)</b>	<b>133,776</b>	<b>169,602</b>	<b>26.78%</b>
<b>Beginning Fund Balance</b>									
Beginning Fund Balance	1,486,741	1,667,284	1,655,238	2,423,708	2,482,524	2,482,524	2,482,524	2,616,300	
<b>Net Revenue Over (Under) Expenditures</b>	<b>180,543</b>	<b>(424,715)</b>	<b>768,470</b>	<b>58,816</b>	<b>2,529,408</b>	<b>(68,350)</b>	<b>133,776</b>	<b>169,602</b>	
<b>Ending Fund Balance</b>	<b>1,667,284</b>	<b>1,242,569</b>	<b>2,423,708</b>	<b>2,482,524</b>	<b>5,011,932</b>	<b>2,414,174</b>	<b>2,616,300</b>	<b>2,785,902</b>	
<b>Percent of Expenditures</b>	<b>20.06%</b>	<b>13.73%</b>	<b>23.22%</b>	<b>22.55%</b>	<b>59.22%</b>	<b>18.18%</b>	<b>19.92%</b>	<b>18.41%</b>	



# SUMMARY OF FUNDS (Cont)

PARK IMPACT FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	850,556	924,198	882,485	4,345,620	2,340,046	1,752,500	2,768,900	2,804,500
Expenditures								
Capital Projects	737,775	1,029,797	448,411	89,849	80,650	305,000	293,088	2,002,437
Budget Change in Fund Balance	-	-	-	-	-	-	-	-
Debt Service	-	140,625	140,625	140,625	281,250	140,625	140,625	-
Transfer to Other Funds				1,600,894	3,820,880	3,500,000	5,120,880	320,000
Total Expenditures	737,775	1,170,422	589,036	1,831,368	4,182,780	3,945,625	5,554,593	2,322,437
Excess Revenue over (under) Expenditures	112,781	(246,224)	293,449	2,514,252	(1,842,734)	(2,193,125)	(2,785,693)	482,063
Beginning Fund Balance	406,656	519,437	273,213	566,662	566,662	3,080,914	3,080,914	295,221
Net Revenue Over (Under) Expenditures	112,781	(246,224)	293,449	2,514,252	(1,842,734)	(2,193,125)	(2,785,693)	482,063
Ending Fund Balance	519,437	273,213	566,662	3,080,914	(1,276,072)	887,789	295,221	777,284

STREET IMPACT FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	764,260	801,030	1,393,192	3,431,262	1,755,231	2,096,800	2,003,000	2,499,000
Expenditures								
Capital Projects	693,363	219,257	923,893	573,725	1,891,834	1,018,633	1,999,081	1,210,000
Budget Change in Fund Balance	-	-	-	-	-	223,167	-	-
Transfer to Other Funds	231,952	294,723	390,303	1,791,808	1,000,000	880,000	1,000,000	1,000,000
Total Expenditures	925,316	513,980	1,314,196	2,365,533	2,891,834	2,121,800	2,999,081	2,210,000
Excess Revenue over (under) Expenditures	(161,055)	287,050	78,996	1,065,729	(1,136,603)	(25,000)	(996,081)	289,000
Beginning Fund Balance	367,933	206,878	493,928	572,924	1,638,652	1,638,652	1,638,652	642,571
Net Revenue Over (Under) Expenditures	(161,055)	287,050	78,996	1,065,729	(1,136,603)	(25,000)	(996,081)	289,000
Ending Fund Balance	206,878	493,928	572,924	1,638,652	502,050	1,613,652	642,571	931,571

STORM DRAIN FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	317,245	489,301	390,769	628,935	683,622	450,200	700,300	725,300
Expenditures								
Capital Projects	137,383	491,583	131,016	109,177	63,674	290,114	682,114	620,000
Budget Change in Fund Balance	-	-	-	-	-	160,086	-	-
Total Expenditures	137,383	491,583	131,016	109,177	63,674	450,200	682,114	620,000
Excess Revenue over (under) Expenditures	179,862	(2,282)	259,753	519,758	619,949	-	18,186	105,300
Beginning Fund Balance	56,129	235,990	233,708	493,461	1,013,219	1,013,219	1,013,219	1,031,405
Net Revenue Over (Under) Expenditures	179,862	(2,282)	259,753	519,758	619,949	-	18,186	105,300
Ending Fund Balance	235,990	233,708	493,461	1,013,219	1,633,168	1,013,219	1,031,405	1,136,705

# SUMMARY OF FUNDS (Cont)

STREET LIGHTS FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	230,945	418,250	533,100	521,175	815,033	452,500	1,000,000	1,000,000
Expenditures								
Salary & Wages	8,630	-	-	-	-	-	-	-
Capital Projects	272,156	235,250	657,136	309,829	394,584	452,500	502,500	702,500
Budget Change in Fund Balance	-	-	-	-	-	-	-	-
Total Expenditures	280,786	235,250	657,136	309,829	394,584	452,500	502,500	702,500
Excess Revenue over (under) Expenditures	(49,841)	183,000	(124,036)	211,346	420,449	-	497,500	297,500
Beginning Fund Balance	50,761	920	183,921	59,885	271,231	271,231	271,231	768,731
Net Revenue Over (Under) Expenditures	(49,841)	183,000	(124,036)	211,346	420,449	-	497,500	297,500
Ending Fund Balance	920	183,921	59,885	271,231	691,680	271,231	768,731	1,066,231

PUBLIC SAFETY FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	7,608	425	-	-	-	6,000	-	-
Expenditures								
General Expenditures	66,420	2,070	8,787	4,190	323	6,000	18,312	-
Total Expenditures	66,420	2,070	8,787	4,190	323	6,000	18,312	-
Excess Revenue over (under) Expenditures	(58,812)	(1,645)	(8,787)	(4,190)	(323)	-	(18,312)	-
Beginning Fund Balance	91,747	32,934	31,289	22,502	18,312	18,312	18,312	0
Net Revenue Over (Under) Expenditures	(58,812)	(1,645)	(8,787)	(4,190)	(323)	-	(18,312)	-
Ending Fund Balance	32,934	31,289	22,502	18,312	17,990	18,312	0	0

STREET SIGNS FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	60,955	41,131	91,041	78,935	162,680	70,000	200,000	200,000
Expenditures								
Salary & Wages	1,355	962	-	-	-	-	-	-
Capital Projects	9,585	14,416	84,058	44,516	68,831	66,000	82,000	80,000
Budget Change in Fund Balance	-	-	-	-	-	-	-	-
Total Expenditures	10,940	15,377	84,058	44,516	68,831	66,000	82,000	80,000
Excess Revenue over (under) Expenditures	50,015	25,754	6,983	34,419	93,849	4,000	118,000	120,000
Beginning Fund Balance	19,328	69,343	95,097	102,080	136,499	136,499	136,499	254,499
Net Revenue Over (Under) Expenditures	50,015	25,754	6,983	34,419	93,849	4,000	118,000	120,000
Ending Fund Balance	69,343	95,097	102,080	136,499	230,348	140,499	254,499	374,499

# SUMMARY OF FUNDS (Cont)

HERRIMAN PARKWAY								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	1,536,780	1,372,830	-	-	-	-	-	-
Expenditures								
Capital Projects	1,552,527	1,383,677	3,450	200,000	-	-	(170,338)	-
Total Expenditures	1,552,527	1,383,677	3,450	200,000	-	-	(170,338)	-
Excess Revenue over (under) Expenditures	(15,746)	(10,847)	(3,450)	(200,000)	-	-	170,338	-
Beginning Fund Balance	59,705	43,959	33,112	29,662	(170,338)	(170,338)	(170,338)	(0)
Net Revenue Over (Under) Expenditures	(15,746)	(10,847)	(3,450)	(200,000)	-	-	170,338	-
Ending Fund Balance	43,959	33,112	29,662	(170,338)	(170,338)	(170,338)	(0)	(0)

DEBT SERVICE								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue								
Transfers from Other Funds	447,269	520,013	585,454	886,959	1,000,000	2,080,000	2,200,000	3,000,000
Other Revenue	127	115	-	6,738,372	397,852	85,000	85,000	35,000
Total Revenue	447,396	520,128	585,454	7,625,331	1,397,852	2,165,000	2,285,000	3,035,000
Expenditures								
Principle Payments	447,269	520,013	225,000	67,958	965,000	974,167	965,000	825,000
Interest Payments	-	-	358,656	351,959	1,195,620	1,449,826	1,703,509	1,007,653
Total Expenditures	447,269	520,013	583,656	419,917	2,160,620	2,423,993	2,668,509	1,832,653
Excess Revenue over (under) Expenditures	127	115	1,798	7,205,415	(762,768)	(258,993)	(383,509)	1,202,348
Beginning Fund Balance	242	369	484	2,282	7,207,696	7,207,696	7,207,696	6,824,187
Net Revenue Over (Under) Expenditures	127	115	1,798	7,205,415	(762,768)	(258,993)	(383,509)	1,202,348
Ending Fund Balance	369	484	2,282	7,207,696	6,444,928	6,948,703	6,824,187	8,026,535

HERRIMAN SAA AND CDA								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	2,302,275	2,788,813	3,847,346	1,419,206	15,377,418	3,533,000	25,693,637	1,812,700
Expenditures								
Capital Projects	517,155	284,583	714,999	40,569	5,095,281	1,461,106	1,128,002	600,000
Principle Payments	1,675,000	1,035,000	1,920,000	755,000	-	780,000	13,711,000	1,240,000
Interest Payments	729,211	705,654	655,658	581,393	-	621,980	446,573	581,977
Total Expenditures	2,921,367	2,025,237	3,290,657	1,376,962	5,095,281	2,863,086	15,285,575	2,421,977
Excess Revenue over (under) Expenditures	(619,092)	763,576	556,689	42,244	10,282,137	669,914	10,408,062	(609,277)
Beginning Fund Balance	2,367,956	1,748,864	2,512,440	3,069,129	3,111,374	3,111,374	3,111,374	3,265,778
Net Revenue Over (Under) Expenditures	(619,092)	763,576	556,689	42,244	10,282,137	669,914	10,408,062	(609,277)
Ending Fund Balance	1,748,864	2,512,440	3,069,129	3,111,374	13,393,511	3,781,288	13,519,436	2,656,501

# SUMMARY OF FUNDS (Cont)

TOWNE CENTER-CITY HALL								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue								
Transfers from Other Funds	4	7	199,999	2,297,203	1,569,404	1,352,130	2,600,000	-
Total Revenue	4	7	199,999	2,297,203	1,569,404	1,352,130	2,600,000	-
Expenditures								
Capital Projects	-	-	17,948	3,134,164	9,839,284	21,570,412	19,000,000	7,400,000
Total Expenditures	-	-	17,948	3,134,164	9,839,284	21,570,412	19,000,000	7,400,000
Excess Revenue over (under) Expenditures	4	7	182,051	(836,961)	(8,269,880)	(20,218,282)	(16,400,000)	(7,400,000)
Beginning Fund Balance	635	640	647	182,698	14,345,737	14,345,737	14,345,737	9,745,737
Net Revenue Over (Under) Expenditures	4	7	182,051	(836,961)	(8,269,880)	(20,218,282)	(16,400,000)	(7,400,000)
Ending Fund Balance	640	647	182,698	(654,263)	6,075,857	(5,872,545)	(2,054,263)	2,345,737

CAPITAL PROJECTS								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue								
Transfers from Other Funds	647,253	524,190	825,000	3,275,894	320,880	-	320,880	2,500,000
Developer Payments	-	120,000	241,468	-	191,724	-	161,657	-
Other Revenue	18,924	949	539,070	12,124,305	4,475,683	8,455,677	8,455,677	8,700,000
Total Revenue	666,177	645,139	1,605,538	15,400,199	4,988,287	8,455,677	8,938,214	11,200,000
Expenditures								
Capital Projects	593,457	1,164,031	1,352,106	12,483,649	6,598,850	8,337,677	9,509,404	10,829,800
Total Expenditures	593,457	1,164,031	1,352,106	12,483,649	6,598,850	8,337,677	9,509,404	10,829,800
Excess Revenue over (under) Expenditures	72,720	(518,893)	253,432	2,916,550	(1,610,563)	118,000	(571,190)	370,200
Beginning Fund Balance	268,967	341,687	(177,206)	76,226	2,992,776	2,992,776	2,992,776	2,421,586
Net Revenue Over (Under) Expenditures	72,720	(518,893)	253,432	2,916,550	(1,610,563)	118,000	(571,190)	370,200
Ending Fund Balance	341,687	(177,206)	76,226	2,992,776	1,382,214	3,110,776	2,421,586	2,791,786

# SUMMARY OF FUNDS (Cont)

WATER								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Income From Operations</b>	5,733,022	5,929,877	6,714,998	7,650,708	6,906,608	7,613,042	8,362,260	8,863,980
<b>Expenses</b>								
Administration	2,869,232	2,889,200	3,417,280	3,582,699	3,124,971	3,462,700	2,913,350	3,573,345
Maintenance	3,187,893	3,279,718	2,586,671	3,355,667	3,261,324	3,999,175	4,434,475	5,180,566
Blue Stake	45,648	35,298	62,841	82,235	62,795	79,085	81,607	100,013
Secondary	151,131	283,147	248,767	377,701	270,912	578,000	545,000	2,010,600
<b>Total Expenses</b>	6,253,904	6,487,363	6,315,559	7,398,302	6,720,003	8,118,960	7,974,432	10,864,524
<b>Income From Operations</b>	(520,883)	(557,486)	399,439	252,406	186,605	(505,918)	387,828	(2,000,544)
<b>Non-Operating Income</b>	5,636,174	998,806	1,643,490	2,500,982	(753,809)	(930,000)	(569,000)	(563,288)
<b>Total Income</b>	5,115,291	441,320	2,042,929	2,753,388	(567,203)	(1,435,918)	(181,172)	(2,563,832)
<b>Beginning Fund Balance</b>	41,187,796	45,870,491	46,311,810	48,354,739	50,855,722	50,855,722	50,855,722	50,286,722
<b>Net Revenue Over (Under) Expenditures</b>	5,115,291	441,320	2,042,929	2,500,982	(709,862)	(800,000)	(569,000)	(563,288)
<b>Prior Period Adjustments</b>	(432,596)							
<b>Ending Fund Balance</b>	45,870,491	46,311,810	48,354,739	50,855,722	50,145,860	50,055,722	50,286,722	49,723,434

WATER IMPACT FEE FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	990,595	1,043,785	1,343,549	7,392,675	1,984,267	12,000,000	12,000,000	5,000,000
<b>Expenditures</b>								
Capital Projects	731,921	178,446	109,346	747,028	1,614,668	12,000,000	12,976,160	12,240,000
Debt Service	250,000	-	-	-	-	-	-	-
Budget Change in Fund Balance	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	981,921	178,446	109,346	747,028	1,614,668	12,000,000	12,976,160	12,240,000
<b>Excess Revenue over (under) Expenditures</b>	8,674	865,339	1,234,203	6,645,648	369,599	-	(976,160)	(7,240,000)
<b>Beginning Fund Balance</b>	690,176	698,850	1,564,189	2,798,392	9,444,039	9,444,039	9,444,039	8,317,879
<b>Net Revenue Over (Under) Expenditures</b>	8,674	865,339	1,234,203	6,645,648	369,599	-	(976,160)	(7,240,000)
<b>Ending Fund Balance</b>	698,850	1,564,189	2,798,392	9,444,039	9,813,638	9,444,039	8,467,879	1,077,879

WATER RIGHTS IMPACT FEE FUND								
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
Revenue	1,189,643	1,317,304	1,550,935	1,763,506	1,666,890	1,501,500	1,500,000	1,500,000
<b>Expenditures</b>								
Capital Projects	27,992	136,168	57,980	70,276	49,960	1,585,100	1,585,100	2,573,000
Budget Change in Fund Balance	-	-	-	-	-	-	-	-
Transfer to Other Funds	1,056,082	-	-	-	-	-	-	-
<b>Total Expenditures</b>	1,084,073	136,168	57,980	70,276	49,960	1,585,100	1,585,100	2,573,000
<b>Excess Revenue over (under) Expenditures</b>	105,570	1,181,136	1,492,955	1,693,230	1,616,930	(83,600)	(85,100)	(1,073,000)
<b>Beginning Fund Balance</b>	1,247,840	1,353,409	2,534,545	4,027,500	5,695,736	5,695,736	5,695,736	5,610,636
<b>Net Revenue Over (Under) Expenditures</b>	105,570	1,181,136	1,492,955	1,693,230	1,616,930	(83,600)	(85,100)	(1,073,000)
<b>Ending Fund Balance</b>	1,353,409	2,534,545	4,027,500	5,720,731	7,312,666	5,612,136	5,610,636	4,537,636

# CAPITAL PROJECTS

## CAPITAL PROJECTS

The FY 2017 Budget includes

- Routine Capital Expenditures are expenditures that occur on a regular basis and have no significant impact on the operating budget. Examples would include the regular replacement of vehicles and equipment and the regular upsizing of pipes, streets etc.
- Non-routine Capital Expenditures are expenditures that do not happen on a regular basis and impact the operating budget in terms of additional/reduction in personnel, maintenance etc.

The following are the proposed Capital Projects in this budget

### Capital Improvements



City Hall is a replacement building and although it is larger than the current building it is not expected to significantly increase operating maintenance due to increased efficiencies included in the new building.

We are using ACUB grants from the Department of Defense for acquisition of the Herriman Hills. At this time it is not possible to determine the future maintenance costs since it has not been decided what the eventual uses of this property will be.

The East Herriman Water Project will provide the infrastructure to the property mostly on the east side of the Mountain View Corridor. It will add additional operating costs that will be offset by additional users. The property is being funded by property owners and will be reimbursed as impact fees are collected.



# FUND BUDGETS

## FUND BUDGETS

The following fund budget reflect four years of actual operations results, current year adopted budget including amendments, year to date actual, revised budget to complete the year, and requested budget for fiscal year 2017-2018.

FY 2017 Revised Budget represents an amendment to the current adopted budget.

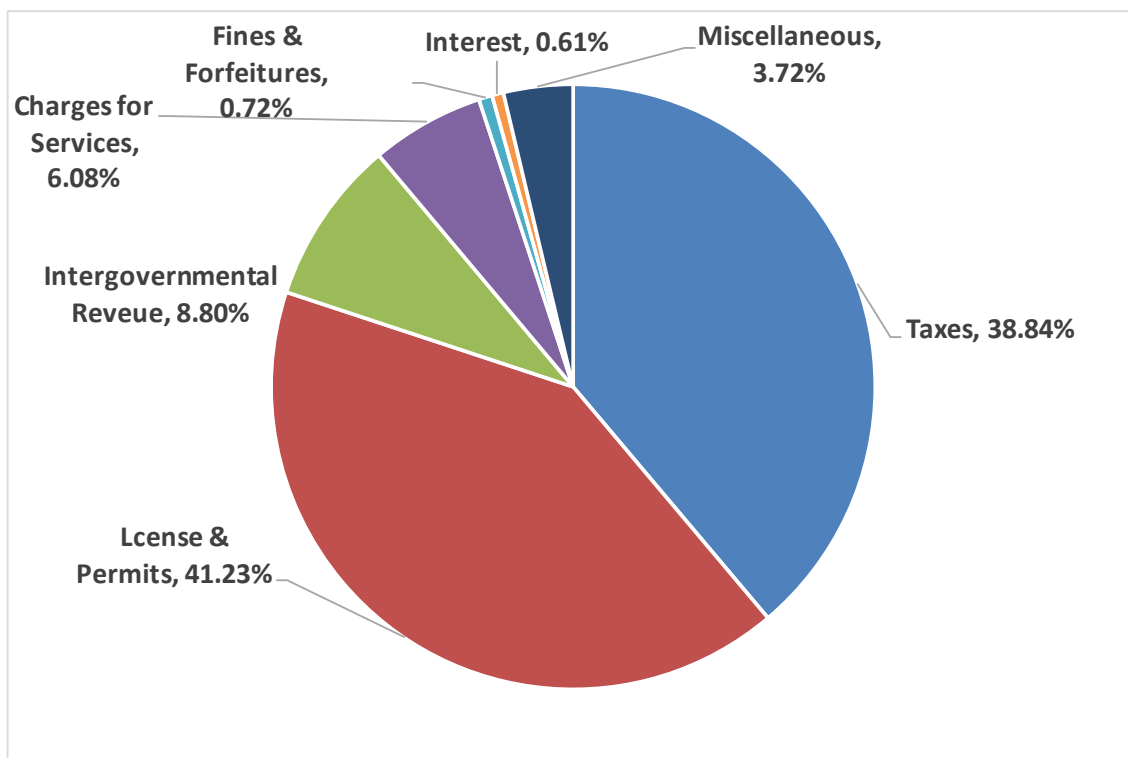
FY 2018 Budget is the proposed budget for the coming fiscal year.

The general fund is the primary operating fund of the government in Herriman City. We have divided the general fund into several operating departments. The general fund is used to provide basic government services as follows.

Unreserved General Fund balance is required by Utah State law to be no less than 5% and no more than 25% of current year projected expenditures.

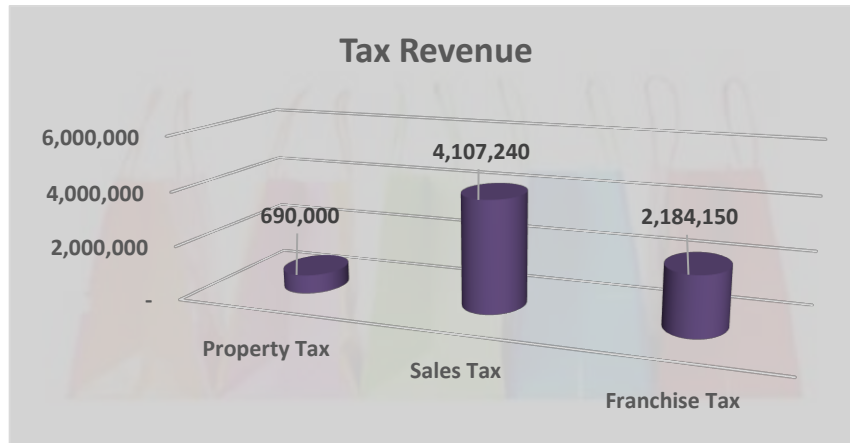
### Revenue

General Fund revenues are organized into the following categories:



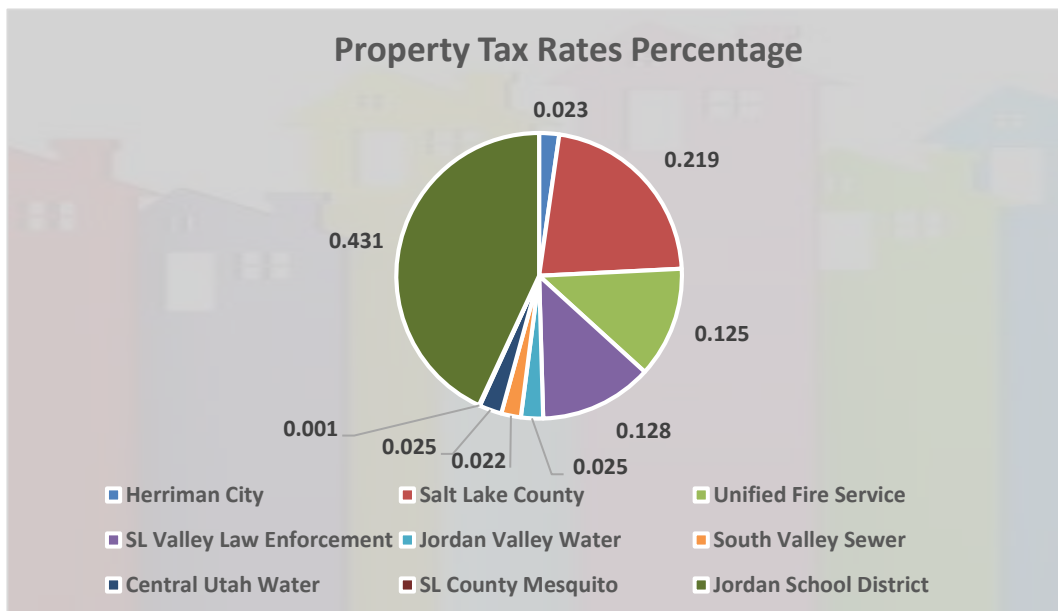
# FUND BUDGETS

## Taxes



**Property Tax**-State law provides that the tax that was collected in the previous year plus normal growth is used to set the new tax rate unless Truth-in-Taxation hearings are held. This budget does not anticipate a rate change.

It is generally assumed that the City receives the bulk of the property taxes assessed on resident's properties. However the tax is assessed on the residents by a number of entities with the City being one of the smaller amounts. The following chart shows the proportionate share of each taxing entity.

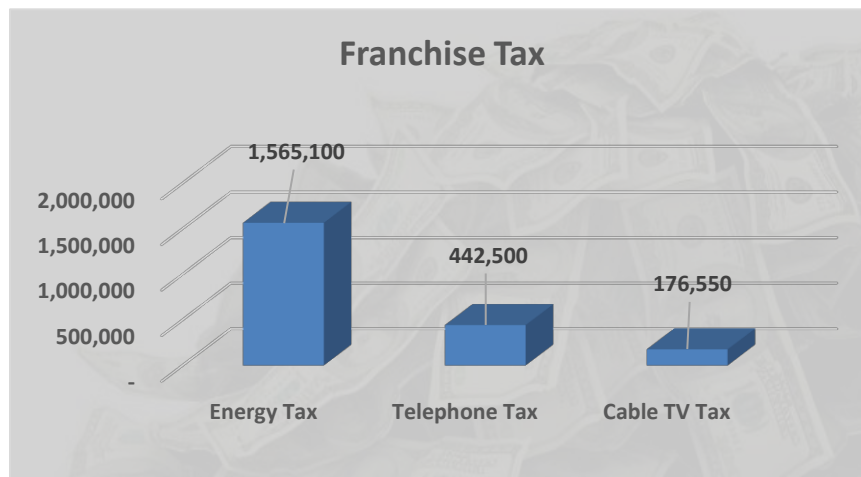


The small amount of property tax that comes to the City makes it necessary to fund services from other sources, primarily sales and franchise taxes along with new development fees.

# FUND BUDGETS

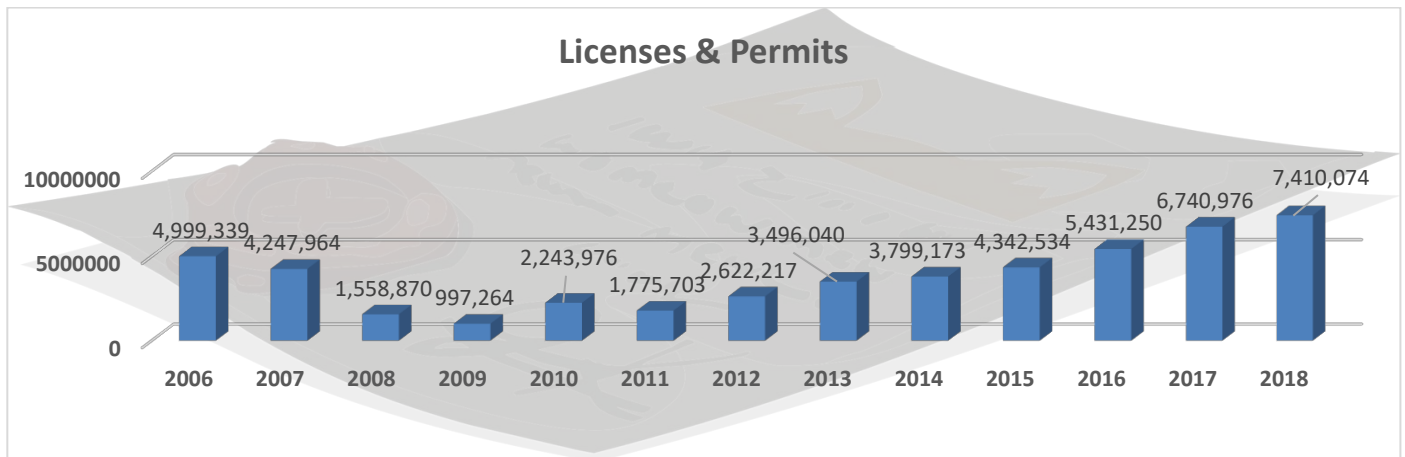
**Sales Tax**-included on retail sales represents our largest revenue source. Fifty percent of sales tax collected in Herriman City remain in the City, the remaining 50% goes into a state pool which is distributed based on population. The following table shows the comparison of tax revenue. Currently only about 20% of sales tax received comes from local sales the remainder comes from the state pool. Since our population is growing so quickly we are seeing corresponding growth in our sales tax revenues. The following chart shows how critical sales tax is to our success. The anticipated commercial that is coming to town will greatly help us maintain our level of service.

**Franchise Tax**-is a tax on utilities sold in the city including natural gas, electricity, cable television and telephone. Franchise tax is growing very rapidly in relation to new homes and business locating in Herriman City. Franchise taxes are growing at a rate about double property taxes and currently are about four times as much annually. The following chart shows the relative share of franchise taxes.



**Licenses & Permits**-includes business and building. With so much growth we are currently receiving a large portion of our revenue from this category. It is the goal of Herriman City to use this type of one time funding to pay one-time expenditures such as capital projects. We are currently experiencing an unprecedented growth period which is just growing year to year at a dynamic level. The following chart shows the volatility of this revenue source and why it can't be a source for ongoing operations.

# FUND BUDGETS



**Intergovernmental Revenue**-are revenues that we receive from other governmental units and include operating Grants and Class "C" road funds. During the past year we have seen a dramatic increase in Class C road funds as the legislature has changed the rate and the way that the tax is collected. During Fiscal Year 2017 we are experiencing an increase of nearly 50%.

**Charges for Services**-include charges for events, sponsorships and recreation fees.

**Fines & Forfeitures**-includes court fines.

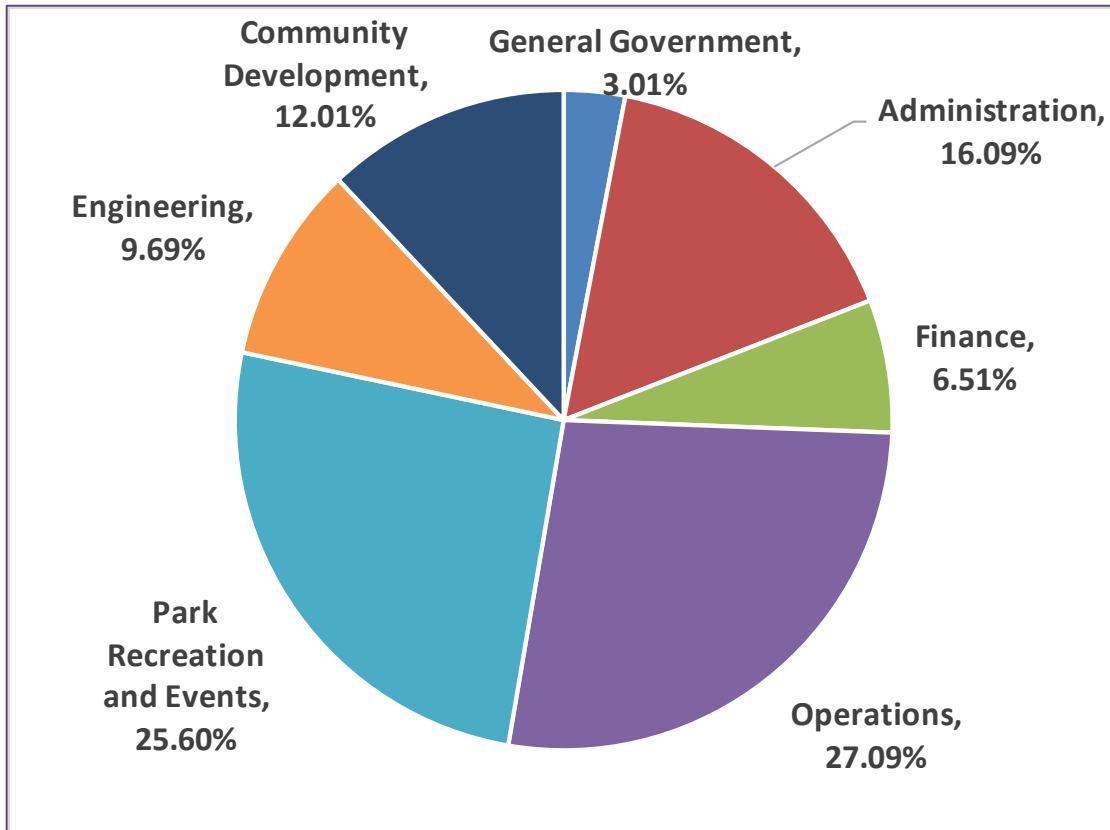
**Miscellaneous**-is an assortment of revenues including town activities and investment earnings.

Herriman City budgets its long-term expenditures based on projected income from recurring revenue sources. Budgets for one-time expenditures are based on growth-related revenue streams.

This budget is made up of carefully planned expenditures that avoid unnecessary or excess spending while continuing to provide the highest level of service funding and resources will allow. The budget is divided into functional areas that are managed by a director.

# FUND BUDGETS

The following table show the portion of the general fund budget used by each department.



The following pages give details of the general fund budget, first is a total line item budget followed by budgets of the functional areas in the general fund.

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>REVENUES</b>										
<b>TAXES</b>										
31100	Current Year Property Tax	406,255	534,484	542,212	636,261	608,532	650,000	650,000	690,000	6.15%
31102	Prior Year Property Tax	91,148	-	-	-	-	-	-	-	
31300	Sales & Use Tax	2,384,822	2,644,745	2,983,126	3,352,430	2,759,766	3,700,216	3,700,216	4,107,240	11.00%
31310	Energy Tax	951,409	1,060,260	1,093,716	1,229,665	1,010,704	1,439,596	1,410,000	1,565,100	11.00%
31311	Telephone Tax	252,593	198,928	231,147	233,729	176,184	265,235	250,000	267,500	7.00%
31312	Emergency Telephone Tax		104,655	152,701	159,219	129,069	160,000	165,000	175,000	6.06%
36118	Cable Franchise Fee	92,437	102,259	114,221	137,736	122,300	136,207	165,000	176,550	7.00%
		4,178,663	4,645,331	5,117,123	5,749,042	4,806,555	6,351,254	6,340,216	6,981,390	10.11%
<b>LICENSES &amp; PERMITS</b>										
32100	Business Licenses and Permit	49,737	52,701	56,635	88,948	44,929	82,333	50,000	50,000	0.00%
32160	Engineering/Inspections Fees	240,929	615,232	469,042	622,956	960,077	592,403	1,129,060	1,241,966	10.00%
32165	Bond Processing Fee	9,250	11,400	10,600	20,654	29,682	22,000	39,000	42,900	10.00%
32170	Site Plan Fee	11,016	13,786	26,995	39,297	37,030	36,630	47,000	51,700	10.00%
32210	Building Permit Fees	2,599,791	2,304,764	2,361,848	3,008,708	2,696,872	3,560,000	3,560,000	3,916,000	10.00%
32215	Plan Review Fee	442,947	650,409	1,163,323	1,354,384	1,372,517	1,197,198	1,600,000	1,760,000	10.00%
32225	Electrical Permits	14,779	19,616	52,650	59,801	62,005	49,886	75,000	82,500	10.00%
32226	Mechanical Permits	6,185	8,441	20,902	21,419	20,414	23,181	25,000	27,500	10.00%
32227	Plumbing Permits	5,083	6,732	17,680	19,176	17,731	23,254	21,000	23,100	10.00%
32228	Engineering Fees Reimb	11,355	7,852	18,326	15,000	6,000	20,000	7,500	8,250	10.00%
32350	Zoning Land Use Fees	92,194	71,558	109,087	121,825	71,848	154,658	130,000	143,000	10.00%
32450	Grading Fees	7,097	9,330	26,687	30,408	24,551	38,934	30,000	33,000	10.00%
32460	Filing Fees	500	300	250	-	24	-	24	26	10.00%
32550	Excavation Permits	15,479	39,805	34,234	28,438	32,571	26,242	40,000	28,866	-27.83%
32562	Re-Inspection Fees	141	235	470	235	282	350	350	385	10.00%
32563	Annexation Fees	-	800	800	-	-	800	800	880	10.00%
32565	Saddlecrest Fence Revenue	572	-	-	-	-	-	-	-	
		3,507,056	3,812,960	4,369,529	5,431,250	5,376,531	5,827,869	6,754,734	7,410,074	9.70%
<b>INTERGOVERNMENTAL REVENUE</b>										
33100	Class "C" Road Fund Allotment	783,497	758,528	804,157	877,340	927,671	1,022,967	1,420,000	1,562,000	10.00%
33250	State Liquor Fund Allotment	14,260	16,581	18,022	18,685	19,968	18,685	19,968	20,000	0.16%
33400	Grants SL County	13,096	9,656	11,000	211,000	7,200	22,000	7,200	-	-100.00%
33450	NRCS Grant - Herriman Fire	73,358	-	-	-	-	-	-	-	
33650	Homeland Security Grant	-	2,149	2,023	-	-	-	-	-	
33651	Federal Grants	-	10,000	-	-	3,054	-	3,054	-	-100.00%
33652	Grants - State of Utah	2,000	-	940	-	800	-	800	-	-100.00%
		886,210	796,914	836,142	1,107,025	958,694	1,063,652	1,451,022	1,582,000	9.03%



# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>CHARGES FOR SERVICES</b>										
32110	Returned Check Fees	126	(4,276)	(1,086)	53	1,536	850	1,125	1,000	-11.11%
	Parks/Rec Special Service District									
32230	Fees	427,887	459,443	505,581	539,383	435,109	618,193	618,193	680,012	10.00%
	Blackridge Parking Permits				760	25	2,250	700	700	0.00%
34250	Cemetery Lot Sales	63,250	45,075	61,575	47,360	49,650	35,000	60,000	60,000	0.00%
34260	Cemetery Perpetual Care	125	-	-				-	-	
34270	Cemetery Maintenance Assess	470	465	525	415	25	400	400	400	0.00%
34280	Cemetery-Burials	25,645	17,365	24,750	34,500	22,500	30,000	30,000	30,000	0.00%
34285	Cemetery-Veteran Plaques	-	-	345	460	345	-	400	400	0.00%
36115	Maps & Manuals	1,108	328	195	235	136	175	175	175	0.00%
36132	Banner Revenue	1,490	1,013	1,794	1,661	1,587	750	2,000	2,000	0.00%
36210	Miss Herriman Pageant Income	1,619	1,648	1,326		1,025	-	1,025	1,025	0.00%
36652	Stall Rental Revenue	6,454	250	3,185	6,880	225	4,500	4,500	4,500	0.00%
36697	Sponsorship - Enduro	-	9,250	3,000	2,500	2,000	-	2,000	2,000	0.00%
36699	Choir/Orchestra	342	1,490	1,000	1,650	1,400	1,000	1,400	1,400	0.00%
36700	Sponsorship - Ft Herriman Rodeo	-	125	-	(1,380)		-	-	-	
36701	Sponsorship - Ft Herriman Days	20,277	12,625	10,750	8,625	2,000	15,000	15,000	15,000	0.00%
36702	Sponsorship PRCA Rodeo	21,705	11,725	13,102	6,000	2,000	12,000	12,000	12,000	0.00%
36703	Sponsorship Msc Events	1,525	2,300	1,300	5,800	2,400	2,500	2,500	2,500	0.00%
36704	Sponsorship Miss Herriman	255	-	-				-	-	
36705	Revenue FT Herriman Rodeo	-	30	-		4,277	-	4,277	-	-100.00%
36712	Revenue Concessions	32,407	27,407	15,653	18,696	11,814	34,000	34,000	34,000	0.00%
36713	Revenue Blackridge Concession	15	6,600	6,929	4,500	1,538	7,500	4,500	4,500	0.00%
36715	Revenue PRCA Rodeo	40,552	32,333	23,968	20,154	705	45,000	45,000	45,000	0.00%
36730	Revenue Enduro Cross	23,852	10,793	4,306	600	14,777	28,325	20,000	20,000	0.00%
36800	Revenue FT Herriman Days	29,066	45,856	36,934	12,860	975	40,000	40,000	40,000	0.00%
36801	Revenue-Arts Summer Production	22,771	29,876	28,261	36,931	39,274	30,000	39,274	40,000	1.85%
36802	Revenue Arts Childrens Show						15,900	15,900	15,900	0.00%
36803	Revenue Arts Herriman Live						200	200	200	0.00%
36804	Arts Council Rentals						1,000	1,000	1,000	0.00%
36805	Revenue Community Garden	661	80	210	-	40	400	-	-	
36806	Revenue Arts Sock Puppets	-	-	-	-	-	1,500	1,500	1,500	0.00%
36807	Revenue Arts Harmonyx	-	-	-	-	40	1,500	1,500	1,500	0.00%
36850	Arean/Equestrian Rental	1,963	5,010	3,075	2,275	1,090	3,000	3,000	3,000	0.00%
36855	Park/Pavillion Rent	6,895	9,891	19,027	10,401	5,160	11,000	11,000	11,000	0.00%
36857	Park Facility Rent	-	975	1,150	416	-	250	250	250	0.00%
36859	Misc Event Revenue	7,861	6,184	18,064	2,739	1,643	7,500	7,500	7,500	0.00%
36878	Computer Sales	4,264	(2,257)	-	-	-	-	-	-	
36895	Passport Revenue	-	-	29,013	75,458	76,953	70,000	85,000	90,000	5.88%
		742,586	731,604	813,932	839,933	680,250	1,019,693	1,065,319	1,128,462	5.93%
<b>FINES &amp; FORFEITURES</b>										
35110	Court Fines	157,179	120,864	171,327	137,853	107,211	160,000	120,000	130,000	8.33%
		157,179	120,864	171,327	137,853	107,211	160,000	120,000	130,000	8.33%
<b>INTEREST</b>										
36100	Interest Earnings - Investments	29,774	82,742	2,402	61,937	80,841	45,000	100,000	110,000	10.00%
		29,774	82,742	2,402	61,937	80,841	45,000	100,000	110,000	10.00%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>MISCELLANEOUS REVENUE</b>										
36116	Healthy Herriman Revenue	2,750	2,000	165		35	100	100	100	0.00%
36119	Dumpster Rental	-	-	-	900	-	-	-	-	
36120	Building Rental	2,625	2,375	2,500	3,175	1,957	2,500	3,000	3,500	16.67%
36124	GRAMA Requests	993	298	379	336	145	300	300	300	0.00%
36130	Damage Reimbursement	(7,287)	14,229	5,397	1,918	17,339	3,000	17,339	3,000	-82.70%
36660	Proceeds-Surplus Property Sale	-		245,428				-	-	
36875	Income from Sale of Vehicles	-	18,505	-				-	-	
36877	Income from Sale of Land	-	25,296	-				-	-	
36878	Computer Sales	-	-	1,482	2,790	507	3,000	-	-	
36885	Lease Proceeds	47,334	74,066	280,325			621,915	366,460	575,000	56.91%
36889	Traffic School Revenue	8,692	4,593	8,992	5,755	4,081	6,000	4,500	6,000	33.33%
36890	Appeals Fee					300	-	300	-	-100.00%
36891	Insurance Dividend	-	14,637	3,668	7,282	15,698	4,000	15,698	15,000	-4.45%
36892	SAA Administration Revenue	45,164	17,727	61,243	17,227	7,528	65,000	7,528	-	-100.00%
36893	UPD Rental Revenue								20,000	
36900	Misc Revenue	34,041	23,702	23,017	89,329	44,135	65,000	50,000	50,000	0.00%
		134,312	197,430	632,596	128,711	91,725	770,815	465,225	672,900	44.64%
<b>TRANSFERS FROM OTHER FUNDS</b>										
	Administration Revenue - Water									
39117	Fund	-	-	535,126	601,675	390,232	500,000	668,200	784,613	17.42%
39500	Appropriation-Unapprop Bal	-	-	-						
		-	-	535,126	601,675	390,232	500,000	668,200	784,613	17.42%
<b>Total General Fund Revenue</b>										
		9,635,781	10,387,843	12,478,177	14,057,425	12,492,039	15,738,283	16,964,716	18,799,439	10.81%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
EXPENDITURES										
GENERAL GOVERNMENT										
Legislative										
41001	Salaries & Wages	61,012	49,695	59,262	56,604	41,293	58,500	58,500	58,500	0.00%
41002	Burden	14,462	13,629	66,858	20,902	17,170	22,500	22,500	22,500	0.00%
41006	s	-	-	-	-	1,212	500	1,500	1,500	0.00%
41012	Seminars & Training	-	-	93	3,418	1,495	4,300	4,300	4,300	0.00%
41015	Travel & Accomodations	-	-	1,980	11,280	5,121	6,500	6,500	6,500	0.00%
41018	Fuel	-	-	-	414	162	1,020	500	1,000	100.00%
41027	Office Supplies	-	-	-	-	-	-	-	-	-
41030	General Supplies	-	-	2	1,403	-	200	50	200	300.00%
41039	Printing	-	-	-	133	(121)	600	300	300	0.00%
41045	Hospitality	-	-	2,108	4,768	3,417	4,000	4,000	5,000	25.00%
41056	Cell Phone Expense	-	-	-	3,087	1,610	3,800	3,800	3,800	0.00%
41058	Postage & Shipping	-	-	-	-	-	200	75	150	100.00%
41063	Vehicle Lease	-	-	-	-	-	-	-	40,473	-
41065	Clothing & Uniforms	-	-	-	32	196	200	200	250	25.00%
41132	Youth Council	756	853	989	5,649	5,101	8,200	8,200	8,200	0.00%
41210	City Council Relations	1,215	1,002	1,086	72	277	2,500	2,500	3,000	20.00%
41211	Education/Community Promotion	-	-	-	-	-	500	500	500	0.00%
41300	NonGovernmental Donations	2,000	8,225	2,450	6,850	5,000	12,000	12,000	12,000	0.00%
		79,444	73,404	134,828	114,612	81,932	125,520	125,425	168,173	34.08%
Planning Commission										
42001	Wages	11,655	-	17,500	17,408	9,350	22,500	19,000	19,000	0.00%
42002	Burden	-	-	617	2,287	1,054	2,600	2,200	2,200	0.00%
42013	Training	267	-	1,600	-	-	800	800	800	0.00%
42016	Travel	-	18,031	-	-	-	-	-	-	-
		11,922	18,031	19,717	19,695	10,404	25,900	22,000	22,000	0.00%
Legal										
43048	Attorney Fees	110,389	63,979	158,872	162,000	135,000	165,000	165,000	165,000	0.00%
43061	Outside Legal Counsel	-	-	-	25,081	50,501	63,000	63,000	68,000	7.94%
43115	Indigent Defense	4,350	4,200	7,050	8,400	6,300	7,500	7,500	8,000	6.67%
43350	Prosecutor Contract	27,500	27,500	28,000	20,000	20,000	24,000	24,000	24,000	0.00%
		142,239	95,679	193,922	215,481	211,801	259,500	259,500	265,000	2.12%
TOTAL GENERAL GOVERNMENT										
		233,606	187,114	348,467	349,787	304,137	410,920	406,925	455,173	11.86%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>ADMINISTRATION</b>										
<b>Administration</b>										
44001	Salaries & Wages	423,649	704,110	377,284	418,988	307,409	435,000	435,000	345,000	-20.69%
44002	Burden	131,672	276,274	172,807	201,630	154,680	200,000	200,000	133,000	-33.50%
44003	Overtime	-	2,138	1,935	475	463	500	500	500	0.00%
44006	s	11,065	22,080	17,216	17,344	177	16,000	16,000	17,000	6.25%
44012	Seminars & Training	2,922	6,720	4,528	2,674	1,830	12,000	5,000	3,040	-39.20%
44015	Travel & Accomodations	6,098	5,820	21,658	6,546	3,296	20,000	12,000	8,500	-29.17%
44018	Fuel	3,552	4,773	(964)	35	96	2,500	150	200	33.33%
44021	Repairs & Maintenance-Auto	239	126	225	311	83		83	-	-100.00%
44024	Repairs & Maintenance-Equip	-	2	2	-				-	
44027	Office Supplies	8,800	7,980	6,400	6,727	4,947	7,500	8,500	3,000	-64.71%
44030	General Supplies	9,697	6,206	5,955	5,194	2,536	7,500	5,000	-	-100.00%
44039	Printing	729	750	1,098	80				-	
44045	Employee Relations	237	1,115	1,369	1,437	436	1,600	1,600	1,500	-6.25%
44047	Employee Development	(4,264)	2,257	(6,976)	-				-	
44056	Cell Phone		-	-	4,816	3,792	4,108	4,108	4,100	-0.19%
44058	Postage & Shipping	6,850	5,686	8,769	7,874	8,009	9,000	10,000	1,500	-85.00%
44063	Vehicle Lease	5,762	3,212	-	-				-	
44064	Vehicle Insurance	350	365	366	-				-	
44066	Clothing & Uniforms	829	958	(27)	696	137	700	700	300	-57.14%
44150	Workers Comp Expense	6,760	18,856	-	-				-	
44155	LT/ST Disability Insurance	5,510	8,818	-	-				-	
44156	Health Insurance	250		-	-				-	
44176	Soda/Vending Machine	(746)	(54)	381	-				-	
44180	Community Affairs	-	-	-	1,312	1,451	1,500	1,800	1,800	0.00%
44225	Property Tax	1,136	5,505	4,967	212	517	5,000	5,000	-	-100.00%
44410	Insurance & Bonds	33,162	40,091	67,232	76,830	75,465	80,000	80,000	80,000	0.00%
44520	Capital Outlay	-	-	-	9,537		3,500	3,500	4,500	28.57%
		654,260	1,123,789	684,225	762,717	565,324	806,408	788,941	603,940	-23.45%
<b>Communication</b>										
45001	Salaries & Wages	-	-	46,946	56,804	75,789	145,000	145,000	185,000	27.59%
45002	Payroll Burden	-	-	15,975	18,729	25,844	62,000	62,000	72,000	16.13%
45003	Overtime	-	-	-		2,099	2,500	2,500	2,500	0.00%
45006	s	-	-	116	952	528	2,086	2,000	5,600	180.00%
45012	Seminars & Training	-	-	-	1,420	665	3,000	2,100	3,000	42.86%
45015	Travel & Accomodations	-	-	-	254	941	2,950	2,500	3,000	20.00%
45018	Fuel	-	-	-	-		550	125	250	100.00%
45027	Office Supplies	-	-	299	16	167	2,000	2,000	2,000	0.00%
45028	General Supplies	-	-	-	-	440	1,500	1,500	3,000	100.00%
45030	Message Board	-	-	-	743	99	6,000	1,500	2,000	33.33%
45039	Printing	-	-	-	3,618	1,787	5,000	5,000	5,000	0.00%
45058	Postage & Shipping	-	-	2,100	3,030	3,462	6,000	3,500	5,000	42.86%
45066	Clothing & Uniforms	-	-	-			300	300	500	66.67%
45210	Public Relations	-	12,396	12,265	3,630	2,103	9,500	9,500	19,000	100.00%
45211	Education/Community Promotion	-	5,350	13,305	221	63		63	4,200	6566.67%
45228	Lobbyist	50,000	82,022	74,583	133,083	52,000	140,000	140,000	170,000	21.43%
45245	Newsletter/Communications	14,769	18,336	21,949	12,287	8,917	16,000	16,000	18,000	12.50%
45520	Capital Outlay	-	-	-			5,500	4,500	5,400	20.00%
		64,769	118,104	187,538	234,787	174,903	409,886	400,088	505,450	26.33%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Court</b>										
46001	Salaries & Wages	95,689	94,660	100,395	110,440	83,528	112,000	112,000	138,000	23.21%
46002	Payroll Burden	46,183	47,710	47,564	51,365	41,219	53,500	53,500	64,000	19.63%
46003	Overtime		1,261	-	36	156		200	200	0.00%
46004	Baliff Contract Labor	8,450	8,047	4,740	6,400	3,425	8,000	8,000	9,000	12.50%
46006	Subscription/Memberships/ Dues	75	96	72	216	159	110	160	134	-16.25%
46012	Seminars & Training	300	150	320	330	340	545	545	500	-8.26%
46015	Travel & Accomodations	433	450	932	1,701	644	1,700	1,700	3,000	76.47%
46027	Office Supplies	-	-	773	-	224		224	100	-55.36%
46030	General Supplies	294	548	13	108	116	600	600	400	-33.33%
46045	Employee Relations	121	93	78	-	-	150	150	200	33.33%
46061	Interpreting Service	580	618	1,612	1,107	637	800	800	880	10.00%
46122	Witness/Juror Fees	-	19	19	1,073	296	1,800	1,800	1,980	10.00%
46520	Capital Outlay	-	-	-			500	500	500	0.00%
		152,126	153,652	156,518	172,775	130,745	179,705	180,179	218,894	21.49%
<b>Human Resources</b>										
47001	Salaries & Wages	96,071	142,422	60,617	84,648	71,539	110,000	110,000	126,000	14.55%
47002	Payroll Burden	37,363	35,630	25,081	38,018	33,540	54,000	54,000	67,000	24.07%
47006	Dues	580	1,753	190	240	199	1,000	500	500	0.00%
47010	Rec Center Benefit	4,596	5,813	2,793	2,573	2,198	4,500	4,000	4,000	0.00%
47012	Seminars & Training	1,909	1,081	1,875	2,315	2,160	3,300	2,160	3,300	52.78%
47015	Travel & Accomodations	2,324	41	-	12		1,600	1,000	1,600	60.00%
47018	Fuel	91	-	-			250	250	250	0.00%
47030	General Supplies	223	4,478	310	287	608	1,800	1,300	1,000	-23.08%
47045	Hospitality & Promotions	31,604	34,909	34,377	39,959	37,527	37,000	37,527	42,000	11.92%
47046	Mayor Money	5,336	3,769	5,013	5,852	3,865	6,500	6,500	6,500	0.00%
47066	Clothing & Uniforms	327	150	-	-	18	150	150	150	0.00%
47158	Staff Training	8,235	98	227	1,785	901	5,000	5,000	5,000	0.00%
47160	Wellness Committee Expenses	1,201	846	1,272	1,509	483	2,600	2,600	2,600	0.00%
47228	Drug Tests/DOT Physicals	4,300	4,571	4,969	3,637	4,292	5,000	5,000	7,000	40.00%
47229	Tuition Reimbursement	33,815	14,325	13,269	22,692	13,428	35,000	30,000	35,000	16.67%
47301	Safety Committee	2,521	2,953	2,450	1,266	1,350	5,000	4,000	5,000	25.00%
47302	Employee Service Awards	8,843	9,114	10,034	6,185	10,293	11,000	11,793	11,000	-6.72%
47340	Contracted HR Services	4,011	20,617	33,071	3,143	16,093	30,000	30,000	30,000	0.00%
47995	Unemployment Reimburseents	-	2,922	15,963	4,346		15,000		15,000	
		243,350	285,492	211,511	218,466	198,493	328,700	305,780	362,900	18.68%
<b>Recorder</b>										
48001	Salaries & Wages	55,475	83,723	109,550	141,471	130,994	180,000	180,000	212,000	17.78%
48002	Payroll Burden	24,122	31,885	63,116	78,056	72,843	101,000	101,000	109,000	7.92%
48003	Overtime	-	-	70	1,321	828	1,500	1,500	1,500	0.00%
48005	Dues	645	1,022	-	560	1,307	3,000	2,000	2,000	0.00%
48012	Seminars & Training	960	1,310	790	1,394	1,940	3,375	3,375	2,000	-40.74%
48015	Travel & Accomodations	1,514	1,068	-	2,370	1,151	3,550	3,550	2,000	-43.66%
48027	Office Supplies	46	396	-	2,154	574	2,000	1,500	2,000	33.33%
48045	Employee Relations	-	-	-	82	25	185	185	185	0.00%
48170	Election	-	30,856	-	38,132			-	62,175	
48215	Public Notice	7,651	16,259	13,726	8,757	6,766	18,000	13,000	18,000	38.46%
48217	Codification Expense	5,071	2,703	3,689	4,491	2,662	5,500	5,500	5,500	0.00%
48220	Passports	-	-	3,366	7,070	6,349	6,500	6,500	7,500	15.38%
48225	Contracted Services								5,000	
48520	Capital Outlay	-	-	-		833	2,000	2,000	3,200	
		95,483	169,223	194,307	285,858	226,272	326,610	320,110	432,060	34.97%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Customer Service</b>										
49001	Salaries & Wages								165,000	
49002	Burden								107,000	
49003	Overtime								500	
49006	s								563	
49012	Seminars & Training								2,000	
49015	Travel & Accomodations								1,500	
49027	Office Supplies								6,500	
49030	General Supplies								7,500	
49045	Employee Relations								500	
49056	Cell Phone								4,700	
49058	Postage & Shipping								9,500	
49066	Clothing & Uniforms								600	
49520	Capital Outlay								4,500	
		-	-	-	-	-	-	-	310,363	
<b>TOTAL ADMINISTRATION</b>		1,209,987	1,850,259	1,434,099	1,674,603	1,295,737	2,051,309	1,995,098	2,433,607	21.98%



# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>FINANCE</b>										
<b>Finance</b>										
50001	Salaries & Wages	160,515	-	245,045	223,271	171,042	225,000	225,000	238,000	5.78%
50002	Payroll Burden	69,146	-	107,553	98,854	82,663	102,000	102,000	107,000	4.90%
50003	Overtime	-	-	283	603	846	1,000	1,000	1,000	0.00%
50006	Subscriptions/Membership/Dues	-	-	740	1,120	1,380	2,500	1,380	1,200	-13.04%
50012	Seminars & Training	-	-	-	799	700		700	600	-14.29%
50015	Travel & Accomodations	-	-	-	822	2	1,500	500	1,000	100.00%
50018	Fuel	-	-	796	-					
50027	Office Supplies	-	-	-	155	522	250	522	400	-23.37%
50039	Printing	-	-	-	-	-	500	-	500	
50056	Cell Phone Expense	-	-	-	2,066	1,319	2,000	2,000	2,000	0.00%
50190	Credit Card Transaction Fees	30,019	33,817	53,719	79,843	59,254	60,000	80,000	85,000	6.25%
50340	Contracted Financial Services	45,986	41,263	10,933	22,535	21,321	25,000	25,000	25,000	0.00%
50520	Capital Outlay	-	-	-	-	-	1,500	1,500	1,500	0.00%
		305,665	75,079	419,069	430,069	339,050	421,250	439,602	463,200	5.37%
<b>Information Technology Systems</b>										
52001	Salaries & Wages	215,063	227,888	59,992	73,996	54,907	80,000	80,000	125,000	56.25%
52002	Burden	100,407	112,390	25,985	35,982	29,337	42,000	42,000	66,000	57.14%
52003	Overtime		496	-	206	270	1,000	1,000	1,500	50.00%
52012	Seminars & Training	3,231	6,439	2,574	1,390	1,103	1,500	1,500	1,500	0.00%
52015	Travel & Accomodations	1,489	750	5,552	936	844	2,500	2,000	1,000	-50.00%
52018	Fuel	1,915	2,209	472	68					
52021	Repairs & Maintenance - Auto	1,775	1,200	132		82		82		-100.00%
52024	Equipment	-	2	9		411		500	500	0.00%
52030	General Supplies	758	3,018	1,101	59	110	1,500	500	500	0.00%
52045	Employee Relations	503	627	-		-	225	225	225	0.00%
52055	Utilities - Telephone	13,225	17,639	17,056	14,330	12,592	13,000	13,000	13,000	0.00%
52056	Cell Phone Expense	36,661	41,370	41,373	2,791	7,109	4,000	6,000	6,000	0.00%
52063	Vehicle Lease	-	-	26,492		-	1,200	-	-	
52064	Vehicle Insurance	350	375	375				-	-	
52066	Clothing & Uniforms	553	753	679				-	-	
52120	County Website Access	787	360	892	1,337	1,401	1,200	1,600	1,200	-25.00%
52241	Security/Fire Alarm	720	660	750	780	572	800	800	800	0.00%
52260	Office Machines - Lease	25,369	19,098	25,996	33,037	21,365	27,000	30,000	45,000	50.00%
52275	Internet Expense	2,114	12,233	12,986	13,329	11,103	13,500	13,500	13,500	0.00%
52460	Service	6,210	-	-						
52461	Software Purchase	43,900	41,549	24,273	20,933	12,074	30,000	15,000	15,000	0.00%
52462	Software Licensing & Support	128,187	133,458	114,335	58,180	137,035	85,000	120,000	120,000	0.00%
52463	Computer - Purchase	8,901	31,429	36,540	10,028	8,700	20,000	20,000	20,000	0.00%
52464	Maintenance	72,588	93,704	101,134	58,418	48,829	75,000	50,000	45,000	-10.00%
52465	Administration	8,816	7,577	340	305	202	5,000	5,000	5,000	0.00%
52466	Capital Outlay	60,718	60,310	45,893	-	1,485	40,000	40,000	40,000	0.00%
		734,240	815,535	544,931	326,106	349,532	444,425	442,707	520,725	17.62%
<b>TOTAL FINANCE</b>		1,039,905	890,615	964,000	756,174	688,582	865,675	882,309	983,925	11.52%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>OPERATIONS</b>										
<b>Facilities</b>										
60001	Salaries & Wages	98,757	131,080	163,204	168,542	113,682	187,400	187,400	190,000	1.39%
60002	Payroll Burden	38,854	54,481	81,518	85,378	61,443	92,000	92,000	96,000	4.35%
60003	Overtime/On Call	589	1,464	2,556	1,778	1,143	2,500	2,500	2,500	0.00%
60009	Dues, Licenses & Certifications	-	300	263	150	263	350	350	350	0.00%
60012	Seminars & Training	469	11	650	509	430	1,150	1,150	1,250	8.70%
60018	Fuel	2,394	2,538	2,085	1,758	1,014	3,500	3,500	6,500	85.71%
60021	Repairs & Maintenance-Auto	1,412	1,134	517	558	190	1,500	1,500	1,500	0.00%
60024	Equipment	6,963	3,980	7,897	11,453	2,617	10,500	10,500	22,000	109.52%
60027	Office Supplies	-	15	201		67	-	67	-	-100.00%
60030	General Supplies	24,417	5,786	6,122	3,780	3,268	6,000	6,000	15,075	151.25%
60031	Janitorial Supplies	23,403	23,072	14,496	23,935	837	22,000	22,000	31,600	43.64%
60033	Tool-Allowance	-	360	305	551	409	600	600	6,000	900.00%
60036	Tool-Purchase	412	2,184	1,173	377	214	1,500	1,500	1,500	0.00%
60045	Employee Relations	355	379	606	452	106	525	525	375	-28.57%
60050	Utilities-Sewer	383	518	410	425	307	550	550	2,550	363.64%
60051	Utilities-Electric	20,727	21,189	23,193	22,887	16,523	24,500	24,500	103,000	320.41%
60052	Utilities-Natural Gas	3,543	3,464	3,404	3,511	2,891	5,000	5,000	23,500	370.00%
60053	Utilities-Sanitation	1,080	1,080	1,296	1,296	864	1,600	1,600	3,200	100.00%
60054	Utilities-Water	-	-	895	830	-	4,500	4,500	20,000	344.44%
60055	Utilities-Telephone	-	-	-	4,000	1,933	2,000	2,000	2,700	35.00%
60061	Contracted Services	11,944	9,584	13,075	14,529	19,856	27,100	27,100	120,000	342.80%
60063	Vehicle Lease	-	54,665	-	18,360	18,360	9,800	18,360	9,800	-46.62%
60064	Vehicle Insurance	450	542	881	770	814	900	900	1,100	22.22%
60065	Building Insurance	9,608	13,012	15,166	15,500	15,744	15,500	15,744	37,500	138.19%
60066	Clothing & Uniforms	925	1,032	914	830	758	1,100	1,100	1,100	0.00%
60070	Utility Audit Reimbursements	19,869	7,078	3,545	2,660	271	8,500	8,500	8,500	0.00%
60535	C.O. Equipment (over \$1000)	-	14,643	18,454	10,618	3,722	13,500	10,000	15,500	55.00%
		266,553	353,591	362,826	395,439	267,726	444,075	449,446	723,100	60.89%
<b>Enforcement/Emergency Services</b>										
62001	Salaries & Wages	5,400	6,643	5,089	405	155	1,500	1,500	1,500	0.00%
62002	Payroll Burden	1,887	2,383	2,111	306	65	500	500	500	0.00%
62018	Fuel	243	-	-	-	12	-	12	-	-100.00%
62021	Repairs & Maintenance - Auto	205	83	578	-	-	-	-	-	
62030	General Supplies	-	125	-	-	-	-	-	-	
62262	SL County Animal Control	184,732	200,096	169,312	203,172	177,780	213,000	213,000	232,308	9.06%
62264	BE READY HERRIMAN	2,528	1,912	2,801	2,443	51	3,000	3,000	3,500	16.67%
62275	Emergency Management	20,422	24,248	5,907	28,784	1,592	30,146	30,146	20,000	-33.66%
62276	Herriman Fire Expense	7,383	-	-	-	-	-	-	-	
62277	E911 Telephone Tax	-	104,655	152,701	155,773	129,069	160,000	160,000	160,000	0.00%
62280	Flood Mitigation Costs	69,589	-	-	-	-	-	-	-	
62282	EWP 25% Match	7,350	-	-	-	-	-	-	-	
		299,738	340,145	338,499	390,883	308,724	408,146	408,158	417,808	2.36%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Fleet Management</b>										
63001	Salaries & Wages	96,032	104,728	106,268	102,773	91,511	110,000	110,000	147,000	33.64%
63002	Payroll Burden	45,513	50,412	57,903	50,677	49,128	57,000	57,000	67,000	17.54%
63003	Overtime	1,069	-	-	-	-	500	500	500	0.00%
63006	Subscriptions, Membership, Dues	168	157	161	170	170	350	350	350	0.00%
63012	Seminars & Training	705	843	285	290	-	1,000	1,000	1,000	0.00%
63015	Travel & Accomodations	-	234	-	-	-	300	300	300	0.00%
63018	Fuel	3,036	3,222	1,737	2,114	1,481	4,000	4,000	4,000	0.00%
63021	Repairs & Maintenance - Auto	859	1,329	5,040	1,119	982	1,500	1,500	1,500	0.00%
63024	Repairs & Maintenance - Equip	812	137	1,596	1,394	559	1,500	1,500	1,500	0.00%
63027	Office Supplies	20	-	-	2,812	-	-	-	2,950	
63030	General Supplies	5,950	5,895	4,797	6,425	8,629	6,000	9,000	9,200	2.22%
63036	Mechanic Tool Allowance	531	577	600	577	461	600	600	600	0.00%
63045	Employee Relations	61	137	195	192	91	225	225	225	0.00%
63056	Cell Phones	-	-	-	-	890	975	975	1,150	17.95%
63063	Vehicle Lease								75,160	
63064	Vehicle Insurance	1,100	792	1,053	1,070	1,131	1,250	1,250	1,250	0.00%
63066	Clothing & Uniforms	127	344	484	316	287	830	830	1,140	37.35%
63550	Contingency Repairs	2,818	5,622	1,095	2,510	-	10,000	10,000	10,000	0.00%
63555	CO Equipment	-	-	-	12,420	-	14,000	14,000	11,000	-21.43%
		158,799	174,429	181,214	184,858	155,322	210,030	213,030	335,825	57.64%
<b>Street Maintenance</b>										
65001	Salaries & Wages	205,159	209,467	212,711	246,556	188,645	270,000	270,000	282,000	4.44%
65002	Payroll Burden	98,172	112,174	105,725	130,489	99,649	121,000	121,000	114,000	-5.79%
65003	Overtime	1,972	4,027	830	1,323	317	4,500	4,500	4,500	0.00%
65009	Dues, Licenses & Certification	508	157	614	450	301	850	850	950	11.76%
65012	Seminars & Training	1,509	1,831	1,458	1,295	1,090	2,200	2,200	2,200	0.00%
65015	Travel & Accomodations	676	2,421	804	1,153	-	1,900	1,900	1,900	0.00%
65018	Fuel	35,091	34,942	18,297	16,492	10,469	24,000	22,000	24,000	9.09%
65021	Repairs & Maintenance-Auto	10,025	13,641	10,766	13,100	8,961	16,500	15,000	16,500	10.00%
65024	Repairs & Maintenance-Equip	8,166	8,487	3,990	12,762	10,265	18,000	16,000	18,000	12.50%
65030	General Supplies	35,098	40,359	39,825	38,706	12,237	40,000	40,000	41,500	3.75%
65036	Tool, Purchase	2,180	3,959	9,280	2,963	2,061	6,600	6,600	6,000	-9.09%
65045	Employee Relations	618	665	390	769	550	1,000	900	950	5.56%
65054	School Zone Maintenance	-	-	33,758	-	-	-	-	-	
65056	Cell Phone Expense	-	-	-	4,104	3,977	4,300	4,300	4,999	16.26%
65063	Vehicle Lease	38,289	6,185	47,574	6,007	10,056	521,117	283,100	282,107	-0.35%
65064	Vehicle Insurance	6,981	7,312	6,614	6,498	6,867	6,741	6,867	7,880	14.75%
65066	Clothing & Uniforms	3,283	3,734	4,024	3,197	2,647	5,240	5,240	5,770	10.11%
65145	Spring/Fall Cleanup	16,299	3,500	20,931	24,793	2,500	22,000	22,000	24,800	12.73%
65240	Maint, Material & Services	82,326	128,829	110,907	109,020	21,683	130,000	130,000	146,500	12.69%
65270	Road Improvments	13,491	2,710	12,493	10,509	6,939	15,000	15,000	15,000	0.00%
65275	Crack Seal/Chip Seal	118,188	241,251	484,365	492,407	446,537	500,000	500,000	512,501	2.50%
65280	Small Repairs	28,242	16,434	17,256	24,385	32,890	20,000	33,000	20,000	-39.39%
65566	CO Equipment	54,648	58,135	14,113	-	-	-	5,000	4,300	-14.00%
65610	Backhoe/Mini X Lease	26,225	8,400	8,400	8,400	2,800	8,400	8,400	8,400	0.00%
		787,147	908,620	1,165,125	1,155,377	871,442	1,739,348	1,513,857	1,544,757	2.04%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Snow Removal</b>										
66001	Salaries & Wages	11,653	20,027	12,736	25,722	18,190	25,000	25,000	25,000	0.00%
66002	Payroll Burden	11,054	13,182	3,669	21,855	20,985	20,000	20,000	20,000	0.00%
66003	Overtime	11,042	8,835	4,674	18,900	21,077	25,000	25,000	25,000	0.00%
66131	Salt	35,706	46,250	10,557	53,192	64,113	62,300	62,300	83,500	34.03%
66132	Repairs & Maintenance - Equip	17,410	12,479	8,918	16,089	24,856	27,000	27,000	25,000	-7.41%
		86,864	100,773	40,554	135,758	149,221	159,300	159,300	178,500	12.05%
<b>Storm Drain Maintenance</b>										
68001	Salaries & Wages	86,162	81,781	87,661	88,137	61,686	105,000	105,000	109,000	3.81%
68002	Payroll Burden	40,418	40,147	41,414	39,852	26,629	53,000	53,000	35,000	-33.96%
68003	Overtime	-	149	2,274	773		5,000	5,000	5,000	0.00%
68009	Dues, Licenses & Certification	-	-	1,200						
68012	Seminars & Training	20	-	128			500	500	1,000	100.00%
68018	Fuel	14,159	11,386	7,420	9,626	7,173	10,000	10,000	12,000	20.00%
68021	Repairs & Maintenance - Auto	3,404	5,411	3,395	7,374	4,166	6,000	6,000	6,000	0.00%
68024	Repairs & Maintenance - Equip	6,518	9,739	8,904	11,858	8,061	11,000	11,000	12,000	9.09%
68030	General Supplies	2,349	3,178	2,264	3,363	4,105	4,000	4,300	5,000	16.28%
68036	Tool - Purchase	236	57	234		299	1,000	1,000	1,000	0.00%
68053	Utilities - Sanitation	475	501	602	502	452	700	700	700	0.00%
68063	Vehicle Lease	3,595	3,549	488	3,037		3,037	3,037	43,763	1340.99%
68064	Vehicle Insurance	2,922	2,634	2,569	2,739	2,895	4,064	4,064	4,349	7.01%
68100	Emergency Repairs	1,952	-	742	-	129	5,000	5,000	5,000	0.00%
68120	Small Projects	2,082	2,281	14,764	2,907	923	8,000	8,000	7,000	-12.50%
68121	Sweeper Dumping	-	-	2,000	6,000	3,792	10,000	10,000	10,000	0.00%
68122	Container Hauling	-	-	-	2,500		6,000	6,000	6,000	0.00%
68261	Lease - Backhoe	1,400	1,400	1,400	1,400		1,400	1,400	1,400	0.00%
		165,693	162,213	177,459	180,069	120,310	233,701	234,001	264,212	12.91%
<b>Street Signs</b>										
69001	Salaries & Wages	34,433	36,890	42,202	42,345	40,104	62,500	62,500	62,000	-0.80%
69002	Payroll Burden	16,528	18,036	19,954	18,796	17,319	31,000	31,000	18,000	-41.94%
69003	Overtime	-	-	-			2,000	2,000	2,000	0.00%
69012	Seminars & Training	-	65	90			150	150	200	33.33%
69018	Fuel	3,279	2,942	1,953	2,054	1,354	3,000	3,000	2,200	-26.67%
69021	Repairs & Maintenance - Auto	2,623	457	799	1,142	1,791	3,500	3,500	4,500	28.57%
69024	Repairs & Maintenance - Equip	7	2	391	-	741		741	800	7.96%
69036	Tools - Purchase	457	358	497	-	329	800	329	800	143.16%
69061	Contracted Services	223	(223)	-	-				-	
69063	Vehicle Lease	-	-	163	1,012		1,012	1,012	1,012	0.00%
69064	Vehicle Insurance	420	430	439	395	418	462	462	462	0.00%
69150	New Sign Installation	13,045	4,265	17,877	2,947	3,331	20,000	20,000	15,000	-25.00%
69155	Replacement Signs	5,514	5,836	9,504	12,070	12,084	9,000	9,000	14,000	55.56%
69160	Damaged Signs	234	650	-	1,089	2	2,500	2,500	2,500	0.00%
		76,762	69,708	93,869	81,849	77,472	135,924	136,194	123,474	-9.34%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Street Lights</b>										
70001	Salaries & Wages	95,664	105,171	110,695	114,158	93,436	125,000	125,000	127,000	1.60%
70002	Payroll Burden	35,365	46,694	48,271	53,458	50,732	60,000	60,000	60,000	0.00%
70003	Overtime	1,294	1,847	564	925	145	2,000	2,000	3,000	50.00%
70006	Subscriptions, Membership, Dues	280	350	225	362	18	350	350	450	28.57%
70012	Seminars & Training	199	955	-	1,400	345	1,500	1,500	1,500	0.00%
70018	Fuel	8,996	6,375	3,912	3,423	1,978	6,500	4,500	6,500	44.44%
70021	Repairs & Maintenance - Auto	7,537	4,723	3,591	3,431	1,418	6,000	4,000	6,000	50.00%
70024	Repairs & Maintenance - Equip	134	7	873	39	1,128	500	1,300	500	-61.54%
70030	General Supplies	201	362	785	497	452	500	500	500	0.00%
70036	Tools - Purchase	916	991	1,624	42	113	1,000	1,000	1,000	0.00%
70045	Employee Relations	113	179	74	179	80	225	225	225	0.00%
70051	Utilities Electric	113,151	133,670	125,424	133,335	105,773	141,000	141,000	157,600	11.77%
70056	Cell Phone Expense	-	-	-	1,258	967	1,300	1,300	1,800	38.46%
70061	Contracted Services SL County	26,591	32,782	25,880	26,748	16,023	31,800	31,800	37,600	18.24%
70063	Vehicle Lease	29,131	12,286	8,940	68,533	50,406	-	-	-	
70064	Vehicle Insurance	1,600	1,642	1,500	1,712	1,809	2,002	2,002	2,100	4.90%
70066	Clothing & Uniforms	276	765	892	763	574	1,090	1,090	1,090	0.00%
70151	Lights - Replacement	10,193	12,721	19,203	21,982	30,782	20,000	25,000	28,000	12.00%
70160	Lights - Repairs	16,203	15,760	20,887	19,034	4,174	20,000	20,000	20,000	0.00%
Capital Outlay									55,000	
		347,845	377,279	373,340	451,279	360,352	420,767	422,567	509,865	20.66%
<b>TOTAL OPERATIONS</b>		2,189,400	2,486,759	2,732,886	2,975,513	2,310,570	3,751,291	3,536,553	4,097,541	15.86%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>PARKS RECREATION AND EVENTS</b>										
<b>Community Events &amp; Recreation</b>										
72001	Salaries & Wages	194,319	222,375	244,968	264,377	202,115	310,000	310,000	297,000	-4.19%
72002	Payroll Burden	81,937	77,127	110,273	118,184	104,905	125,000	125,000	140,000	12.00%
72003	Overtime	3,141	5,098	18,353	10,968	15,873	34,500	34,500	15,000	-56.52%
72005	Parks Recreation & Events								4,000	
72006	Subscriptions, Membership, Dues	-	349	114	773	522	1,010	1,010	475	-52.97%
72009	Licenses & Dues	-	1,485	845	1,197	231	1,300	500	4,150	730.00%
72012	Seminars & Training	-	135	505	659	1,450	910	860	3,460	302.33%
72015	Travel & Accomodations	-	-	-	12	1,256	750	850	4,800	464.71%
72018	Fuel	2,698	2,791	1,333	1,595	850	2,100	1,800	2,400	33.33%
72021	Repairs & Maintenance - Auto	3,454	423	642	257	392	1,620	1,620	3,500	116.05%
72024	Repairs & Maintenance - Equip	599	2,368	1,227	954	865	2,800	2,800	3,300	17.86%
72027	Office Supplies	193	147	251	784	492	700	700	1,500	114.29%
72033	Equipment Purchase	16	3,786	2,772	2,291	5,820	6,000	3,000	11,000	266.67%
72045	Employee Relations	-	608	461	287	489	663	588	938	59.52%
72056	Cell Phone Expense	-	-	-	5,019	4,850	5,000	6,041	6,054	0.22%
72063	Vehicle Lease	22,581	7,201	7,201	7,201	-		9,095	6,883	-24.32%
72064	Vehicle Insurance	1,044	625	1,003	891	942	1,041	1,041	1,041	0.00%
72066	Clothing & Uniforms	454	1,510	1,458	1,523	1,479	3,360	3,140	3,840	22.29%
72102	Concessions Equipment	212	-	3,030	761	945	2,500	2,500	-	-100.00%
72103	Concessions Food	23,278	25,057	21,872	24,025	3,190	26,500	26,500	16,600	-37.36%
72104	Concessions Blackridge	2,870	1,016	3,024	3,177	1,777	5,000	5,000	5,000	0.00%
72151	Other City Events	24,839	16,804	15,479	30,961	23,893	37,000	37,000	46,680	26.16%
72165	Christmas Decorations	13,549	13,465	3,403	13,487	1,135	15,000	15,000	20,000	33.33%
72175	Fort Herriman Days Festivities	87,851	59,351	60,529	45,376	10,664	60,000	60,000	60,000	0.00%
72180	Herriman City Float	14,020	8,625	7,841	7,238	6,000	13,000	13,000	10,000	-23.08%
72185	Enduro Challenge	-	24,021	22,632	304	27,021	36,000	36,000	36,275	0.76%
72196	PRCA Rodeo	57,859	60,492	60,871	58,859	2,021	66,000	66,000	65,400	-0.91%
72300	County Fair Booth	112	-	-		-	-	-	-	
	Town Center Ice Skating						-	-	36,100	
	Volunteers						-	-	6,600	
72306	SR Citizen Redevelopment	1,554	1,941	1,987	2,570	1,857	2,400	2,000	3,800	90.00%
		536,580	536,799	592,074	603,728	421,035	760,154	765,545	815,796	6.56%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Arts &amp; Culture Development</b>										
73001	Salaries and Wages				835	10,209	25,000	25,000	25,000	0.00%
73002	Burden				890	6,398	1,000	7,000	7,000	0.00%
73003	Overtime					250	-	250	250	0.00%
73100	Arts Council Supplies	5,298	1,066	3,338	3,286	2,952	4,000	4,000	4,000	0.00%
73105	Arts Production/Performance	50,810	19,440	30,897	38,327	14,065	40,000	40,000	40,000	0.00%
73106	Children's Production	-	6,662	6,226	7,658	6,931	8,600	8,600	8,600	0.00%
73107	Herriman Live	305	868	877	1,485	550	1,500	1,500	1,500	0.00%
73108	Decorating Contest	-	165	573	541	432	700	700	700	0.00%
73109	Visual Arts	-	-	-		-				
73110	Arts Council Equipment	156	-	4,947	4,564	-	5,000	5,000	5,000	0.00%
73115	Miss Herriman Scholarship	8,332	11,753	9,912	11,793	10,178	12,000	12,000	12,000	0.00%
73120	Choir & Orchestra	2,394	2,515	4,442	4,968	3,869	3,500	3,500	3,500	0.00%
73121	Sock Puppets					-	1,000	1,000	1,000	0.00%
73122	Harmonyx					584	1,500	1,500	1,500	0.00%
	Marketing/PR								5,000	
	StoryTelling								1,000	
73130	Historical Committee	31,541	15,939	4,788	24,844	498	25,000	25,000	25,000	0.00%
73135	Healthy Herriman	2,353	2,042	2,382	2,947	-	2,500	2,500	2,500	0.00%
		101,189	60,450	68,382	102,137	56,916	131,300	137,550	143,550	4.36%
<b>Cemetery</b>										
75001	Salaries & Wages	15,361	14,373	14,622	20,214	11,995	20,000	20,000	20,000	0.00%
75002	Payroll Burden	5,647	8,461	6,425	9,613	6,640	7,500	7,500	7,500	0.00%
75003	Overtime	-	-	-	-		3,500	3,500	3,500	0.00%
75018	Fuel	1,139	1,064	757	761	423	1,500	1,200	1,500	25.00%
75021	Repairs & Maintenance-Auto	332	473	240	545	409	700	700	700	0.00%
75024	Repairs & Maintenance-Equip	84	253	107	102		400	400	400	0.00%
75030	General Supplies	1,815	2,646	2,518	2,900	424	2,500	2,500	2,500	0.00%
75033	Equipment Purchase	3,450	-	-			1,000	1,000	1,000	0.00%
75051	Utilities Electric	991	1,510	1,456	946	572	1,500	1,500	1,500	0.00%
75053	Utilities Sanitation	900	1,080	1,080	990	720	1,000	1,000	1,000	0.00%
75054	Utilities Water	-	-	-	117		24,000	24,000	24,000	0.00%
75063	Vehicle Lease	-	-	6,058	-	-	-	-	-	
75064	Vehicle Insurance	250	250	500	428	452	500	500	500	0.00%
75320	Sprinkler Repairs	62	3,152	3,110	1,903	2,095	3,000	3,000	3,000	0.00%
75410	Backhoe/Mini X Lease	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	0.00%
75540	CO Cemetery	-	-	9,589	16,482		15,000	15,000	15,000	0.00%
		32,131	35,362	48,562	57,102	25,831	84,200	83,900	84,200	0.36%



# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Parks</b>										
76001	Salaries & Wages	425,162	460,285	542,860	544,824	489,176	675,000	675,000	690,000	2.22%
76002	Employee Benefits	236,168	271,938	269,724	274,992	256,202	345,000	345,000	397,000	15.07%
76003	On-Call Overtime	10,907	13,931	7,015	4,451	3,143	26,000	26,000	26,000	0.00%
76004	Payroll-Blackridge	10,679	-	-	-	50	850	850	850	0.00%
76006	Subscriptions & Memberships	585	591	175	225	-	-	850	850	0.00%
76009	Dues, Licenses, Certifications	1,020	-	294	-	912	1,700	1,700	2,100	23.53%
76012	Seminars & Training	2,360	1,567	2,169	1,882	2,775	4,450	4,450	4,450	0.00%
76015	Travel	-	1,067	1,131	2,038	73	1,000	1,000	1,000	0.00%
76018	Fuel	41,142	39,649	24,777	22,150	16,410	40,000	30,000	41,000	36.67%
76021	Repairs & Maintenance-Auto	16,559	13,869	14,190	10,031	9,424	17,500	17,500	17,500	0.00%
76024	Repairs & Maintenance-Equip	21,127	21,906	10,390	18,765	9,857	16,500	16,500	16,500	0.00%
76025	Parking Lot Maintenance	4,259	2,669	3,200	4,259	13,469	29,000	29,000	29,000	0.00%
76026	Arbor Day	539	401	494	507	-	600	600	600	0.00%
76027	Matcch-Tree Grant	37	1,620	-	-	-	-	-	-	-
76030	General - Supplies	18,451	15,516	23,037	21,405	9,891	22,000	22,000	25,000	13.64%
76033	Small Equipment (Under \$1000)	1,022	2,870	1,693	2,872	296	2,500	2,500	2,500	0.00%
76036	Tool - Purchase	1,324	940	1,305	851	(226)	1,000	1,000	1,500	50.00%
76045	Employee Relations	1,315	1,202	1,171	521	958	1,200	1,200	1,400	16.67%
76050	Playground Repair/Maintenance	41,310	29,739	27,245	40,163	11,671	46,000	46,000	46,000	0.00%
76053	Sewer Expense	7,295	8,549	6,692	5,744	3,875	8,400	8,400	9,300	10.71%
76055	Service Projects	-	412	1,389	739	1,045	1,500	1,500	1,800	20.00%
76056	Cell Phone Expense	-	-	-	7,907	5,746	8,029	8,029	9,000	12.09%
76061	Contracted Services	2,994	2,107	5,780	4,494	3,129	9,200	9,200	10,820	17.61%
76063	Vehicle Lease/Purchase	64,000	28,850	121,355	-	-	113,000	104,995	125,678	19.70%
76064	Vehicle Insurance	5,950	5,742	6,950	6,506	7,106	7,600	7,600	7,600	0.00%
76066	Clothing & Uniforms	4,100	4,485	7,053	7,227	5,175	5,990	5,990	10,380	73.29%
76068	Tree Well Fert	-	6,746	4,401	6,411	3,435	21,820	21,820	22,500	3.12%
76070	CO Equipment	26,348	15,670	83,625	45,388	8,648	25,000	25,000	75,000	200.00%
76092	Equipment Rental	2,057	841	1,490	1,060	1,140	2,500	2,500	2,700	8.00%
76100	CO Equipment (Over \$1,000)	5,451	1,074	-	-	-	-	-	-	-
76119	Vandalism Expense	3,857	669	5,772	-	954	8,000	8,000	8,000	0.00%
76120	Butterfd Pk -Sprinkler Repair	1,344	1,788	924	4,969	1,887	2,000	2,000	2,000	0.00%
76125	Butterfd Pk - Tree Replacement	128	700	133	700	-	700	700	700	0.00%
76140	Bufferfd Maint/Supplies	36,753	32,176	23,299	26,983	22,858	25,000	25,000	25,000	0.00%
76190	Butterfd Pk -Power	15,656	14,926	17,597	13,099	9,589	25,000	25,000	25,000	0.00%
76192	Butterfd Pk - Sanitation	1,620	394	11	-	-	-	-	-	-
76193	Butterfd Pk -Natural Gas	7,576	6,998	5,383	7,810	6,341	10,000	10,000	10,000	0.00%
76196	Butterfd Pk- Fertilization	9,820	7,012	7,641	4,719	11,983	8,500	8,500	8,500	0.00%
76197	Butterfd Pk - Stall Barn	2,637	3,144	2,690	3,045	791	2,500	2,500	2,500	0.00%
76211	Ft Herriman Historical Park	1,123	1,773	-	-	-	-	-	-	-
76240	Misc Supplies	-	3,083	-	-	-	-	-	-	-
76250	Leask Skidsteer/Backhoe Mini X	26,925	9,100	9,100	9,100	9,100	9,100	9,100	9,100	0.00%
76256	Pocket Parks - Maint/Supplies	-	278	6,390	7,648	5,022	7,850	7,850	8,000	1.91%
76257	Pocket Parks - Tree Replacement	100	810	4,579	4,041	1,205	4,300	4,300	4,300	0.00%
76258	Pocket Parks - Sprinkler Repair	468	-	4,074	8,463	3,861	7,850	7,850	8,000	1.91%
76260	Contracted Mowing	201,014	184,695	176,337	261,670	149,611	275,400	275,400	280,000	1.67%
76261	Contracted Fertilization	42,535	54,049	50,932	63,499	31,750	67,000	67,000	70,500	5.22%
76262	Power	23,455	20,601	27,837	23,903	18,608	28,000	28,000	40,500	44.64%
76263	Natural Gas	4,062	6,816	5,600	5,492	2,947	6,000	6,000	11,000	83.33%
76264	Water	-	-	472,588	546,588	287,379	500,000	500,000	570,000	14.00%
76265	Dump Fees	1,803	4,500	3,902	6,000	-	6,000	6,000	6,500	8.33%
76266	Mountain View Corridor Maint	-	2,437	-	3,346	4,670	4,000	4,000	4,000	0.00%
76267	Multi-Use- Maint/Supplies	18,781	38,007	28,425	35,020	17,346	39,500	39,500	42,000	6.33%
76268	Multi-Use- Sprinkler Repair	13,363	12,379	13,876	18,628	4,366	18,600	18,600	20,000	7.53%
76269	Multi-Use Tree Replacement	5,402	9,300	6,054	5,754	-	6,000	6,000	6,000	0.00%
76270	Program	-	-	-	16,215	314	50,900	50,900	50,900	0.00%
76272	Blackridge UPD Enforcement	-	-	-	12,048	-	20,000	20,000	20,000	0.00%
76575	Deer Mitigation	-	-	5,691	8,675	13,612	23,000	23,000	23,000	0.00%
		1,370,583	1,369,871	2,048,440	2,132,828	1,467,571	2,588,539	2,571,384	2,833,528	10.19%
<b>TOTAL PARKS RECREATION AND EVENTS</b>		2,040,483	2,002,482	2,757,458	2,895,794	1,971,353	3,564,193	3,558,379	3,877,074	8.22%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>ENGINEERING</b>										
<b>Engineering</b>										
82001	Salaries & Wages	422,682	401,831	479,888	511,179	387,358	471,500	520,000	567,000	9.04%
82002	Payroll Burden	221,417	188,546	223,229	236,193	192,159	234,000	245,000	270,000	10.20%
82003	Overtime	-	-	2,631	10,218	7,219	1,750	8,000	8,000	0.00%
82005	Subscription & Membership	1,496	1,528	790	1,909	1,479	3,165	1,975	3,165	60.25%
82009	Filing Fees	35	90	-	-	-	-	-	-	-
82011	Licenses & Certifications	-	235	73	425	284	1,295	1,230	875	-28.86%
82012	Seminars & Training	2,299	1,444	2,985	3,148	2,990	5,970	3,000	3,650	21.67%
82015	Travel & Accomodation	1,004	1,460	2,639	1,396	2,691	3,000	3,000	3,390	13.00%
82018	Fuel & Oil	4,774	5,371	3,981	3,541	1,942	5,000	3,420	3,200	-6.43%
82021	Repairs & Maintenance -Auto	2,053	3,357	874	725	1,973	3,000	2,000	400	-80.00%
82027	Office Supplies	29	12	1,035	-	-	-	-	-	-
82030	General Supplies	674	560	-	555	175	1,000	825	1,250	51.52%
82045	Employee Relations	453	404	420	728	418	500	500	750	50.00%
82056	Cell Phone Expense	-	-	-	4,523	4,059	5,356	5,000	4,664	-6.72%
82063	Vehicle Lease	-	-	55,604	17,937	17,937	18,062	17,937	51,920	189.45%
82064	Vehicle Insurance	1,050	719	1,100	989	1,045	1,155	1,045	1,155	10.53%
82066	Clothing & Uniforms	938	901	807	682	712	900	900	900	0.00%
82320	Engineer - Contract	22,137	58,538	67,347	63,090	36,385	45,000	45,000	80,000	77.78%
82327	7530 W Design	34,590	25,378	-	-	-	-	-	-	-
82540	Capital Outlay	700	-	-	7,270	5,528	9,000	6,000	4,500	-25.00%
82545	Feasability Study/Prelim Design	-	5,286	-	350	-	-	-	15,000	-
82546	Sudies	-	19,715	42,601	-	10,792	40,000	32,800	25,000	-23.78%
	Storm Water Study	-	-	-	-	-	-	-	35,000	-
		716,330	715,375	886,004	864,858	675,148	849,653	897,632	1,079,819	20.30%
<b>GIS</b>										
84001	Salaries & Wages	-	-	158,501	165,580	123,377	196,000	196,000	211,000	7.65%
84002	Payroll Burden	-	-	87,040	83,097	68,083	100,000	100,000	106,000	6.00%
84012	Seminars & Training	-	-	44	303	1,599	3,000	3,000	3,000	0.00%
84015	Travel & Accomodations	-	-	667	5,279	498	3,100	3,100	3,100	0.00%
84018	Fuel	-	-	249	779	566	1,000	800	1,000	25.00%
84021	Repairs & Maintenance - Auto	-	-	175	87	83	500	200	1,200	500.00%
84024	Repairs & Maintenance - Equip	-	-	5,059	1,375	7,076	8,000	8,000	10,000	25.00%
84030	General Supplies	-	-	3,994	5,585	2,580	3,500	3,500	4,000	14.29%
84045	Employee Relations	-	-	92	219	191	350	350	350	0.00%
84056	Cell Phone Expense	-	-	-	2,839	2,320	2,149	2,500	2,149	-14.04%
84063	Vehicle Lease	-	-	-	8,969	8,969	8,969	8,969	8,969	0.00%
84064	Vehicle Insurance	-	-	-	330	348	330	348	348	0.00%
84066	Clothing & Uniforms	-	-	139	688	551	830	830	830	0.00%
84466	Capital Outlay	-	-	-	25,487	3,868	14,000	14,000	33,800	141.43%
		-	-	255,960	300,616	220,110	341,728	341,597	385,746	12.92%
<b>TOTAL ENGINEERING</b>		716,330	715,375	1,141,964	1,165,474	895,258	1,191,381	1,239,229	1,465,565	18.26%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>COMMUNITY DEVELOPMENT</b>										
<b>Building Services</b>										
80001	Salaries & Wages	258,739	250,573	305,712	354,560	279,274	375,000	435,000	435,000	0.00%
80002	Payroll Burden	116,959	116,228	136,255	152,566	129,072	165,000	165,000	180,000	9.09%
80003	Overtime	-	5,721	2,412	3,683	14,145	17,500	17,500	25,000	42.86%
80006	Subscriptions/Memberships/Due	100	30	350	676	510	610	610	620	1.64%
80009	Licenses & Certifications	764	1,163	365	394	458	2,675	2,000	3,400	70.00%
80012	Seminars & Training	(3,153)	(1,703)	(1,478)	2,266	1,099	1,850	1,850	2,800	51.35%
80015	Travel & Accomodations	943	959	1,056	645	2,512	5,505	5,505	5,783	5.05%
80018	Fuel	4,805	3,717	2,820	3,067	1,411	4,500	2,500	4,000	60.00%
80021	Repairs & Maintenance - Auto	1,289	773	861	586	1,432	2,000	2,000	1,700	-15.00%
80027	Office Supplies	130	404	352	722	501	650	650	650	0.00%
80030	General Supplies	1,735	1,669	1,760	5,829	530	1,750	1,500	1,750	16.67%
80045	Employee Relations	91	65	612	418	132	625	625	625	0.00%
80056	Cell Phone Expense	-	-	-	2,822	2,752	2,800	2,800	3,550	26.79%
80063	Vehicle Lease	-	-	55,338	-	-	18,360	18,360	101,946	455.26%
80080	Vehicle Insurance	1,050	719	2,129	1,564	1,653	2,174	2,174	2,174	0.00%
80066	Clothing & Uniforms	782	966	2,110	1,805	1,031	2,280	2,280	2,280	0.00%
80175	Plan Review & Inspection Service	29,849	92,775	50,742	89,541	116,068	90,000	140,000	180,000	28.57%
80700	Capital Outlay	-	-	-	2,033	1,970	3,350	3,550	3,250	-8.45%
		414,083	474,059	561,396	623,178	554,550	696,629	803,904	954,528	18.74%
<b>Economic Development</b>										
81001	Salaries & Wages	51,434	26,710	33,033	36,360	55,543	102,000	80,000	145,000	81.25%
81002	Payroll Burden	19,819	13,815	18,126	17,790	29,065	51,000	42,000	78,000	85.71%
81006	Subscriptions/Memberships/Due	10,769	8,400	8,795	9,260	9,061	11,350	11,350	11,800	3.96%
81012	Training	999	3,339	20	1,110	(70)	500	500	500	0.00%
81015	Travel & Accomodations	3,891	2,869	5,525	9,022	4,832	9,305	9,305	7,150	-23.16%
81018	Fuel	53	-	-	-	-	-	-	-	-
81021	Repairs & Maintenance - Auto	-	-	-	25	-	-	-	-	-
81045	Economic Development Relations	1,143	774	690	1,481	697	1,500	1,500	1,500	0.00%
81135	Education/Community Promotion	7,758	381	3,809	2,609	5,019	20,000	20,000	-	-100.00%
81138	Consulting Studies	-	13,360	4,635	34,561	27,923	38,500	38,500	97,500	153.25%
81141	Anthem CDA	-	-	-	11,366	9,651	5,000	10,000	10,000	0.00%
81210	Public Relations	12,382	180	135	371	-	-	-	-	-
81221	Conferences & Conventions	3,664	4,786	4,713	6,724	2,370	6,790	6,790	5,860	-13.70%
81222	Marketing	19,984	13,027	16,828	32,779	7,176	5,000	5,000	25,000	400.00%
81223	Econ Dev-Materials & Supplies	-	150	-	1,256	-	-	-	-	-
81350	Incentives	10,000	-	-	-	-	-	-	-	-
81740	Capital Outlay	-	-	-	-	-	-	-	4,000	-
		141,896	87,792	96,309	164,716	151,266	250,945	224,945	386,310	71.74%

# FUND BUDGETS

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Planning &amp; Development</b>										
85001	Salaries & Wages	199,643	184,201	249,377	251,119	172,392	230,000	230,000	285,000	23.91%
85002	Payroll Burden	101,484	98,684	127,938	129,589	81,962	125,000	125,000	125,000	0.00%
85004	Overtime	-	886	-	303	112	1,500	1,500	1,500	0.00%
85006	Subscriptions/Membership/Dues	827	1,605	813	1,195	918	1,200	1,200	1,500	25.00%
85012	Seminars & Training	2,915	1,928	4,652	1,722	4,191	5,700	5,700	3,500	-38.60%
85015	Travel & Accomodations	4,804	1,182	9,667	590	6,218	12,100	12,100	2,400	-80.17%
85018	Fuel	1,616	1,785	927	1,127	539	2,000	1,500	2,000	33.33%
85021	Repair & Maintenance - Auto	567	151	579	516	878	1,500	1,000	1,500	50.00%
85027	Office Supplies	45	72	-						
85030	General Supplies	316	318	271	116	236	500	250	500	100.00%
85045	Employee Relations	812	1,110	679	970	577	900	900	1,050	16.67%
85056	Cell Phone Expense	-	-	-	3,613	2,242	2,300	2,300	2,000	-13.04%
85063	Vehicle Lease						42,066	29,791	10,400	-65.09%
85064	Vehicle Insurance	350	359	359	330	348	385	348	385	10.63%
85085	Clothing & Uniforms	198	303	345	414	122	380	380	380	0.00%
85145	Advanced Planning	13,354	56,298	7,322	6,588	16,626	15,000	25,000	25,000	0.00%
85155	Abatements	-	9,460	48	2,092	-	10,000	-	10,000	
85740	Capital Outlay	-	-	-	5,320	3,815	46,629	46,629	4,000	-91.42%
		326,931	358,342	402,977	405,603	291,177	497,160	483,598	476,115	-1.55%
<b>TOTAL COMMUNITY DEVELOPMENT</b>		882,909	920,193	1,060,682	1,193,497	996,994	1,444,734	1,512,447	1,816,953	20.13%
<b>Transfers to Other Funds</b>										
90120	Transfer to Debt Service	415,317	225,290	195,151	495,151	-	1,200,000	1,200,000	1,000,000	-16.67%
90150	Transfer to New Dev Street Light	-	-	50,000	-	-				
90200	Transfer to Capital Projects	723,096	1,534,472	825,000	275,000				2,500,000	
90250	Transfer to Towne Center	-	-	200,000	2,217,616	1,500,000	1,327,130	2,500,000		-100.00%
		1,138,413	1,759,762	1,270,151	2,987,767	1,500,000	2,527,130	3,700,000	3,500,000	-5.41%
Total General Fund Expenditures		9,451,033	10,812,559	11,709,707	13,998,609	9,962,631	15,806,633	16,830,940	18,629,837	10.69%
Net Revenue Over Expenditures		180,543	(424,715)	768,470	58,816	2,529,408	(68,350)	133,776	169,602	26.78%
Beginning Fund Balance		1,486,741	1,667,284	1,655,238	2,423,708	2,482,524	2,482,524	2,482,524	2,616,300	5.39%
Net Revenue Increase (Decrease) Fund Bala		180,543	(12,046)	768,470	58,816	2,529,408	(68,350)	133,776	169,602	26.78%
Ending Fund Balance		1,667,284	1,655,238	2,423,708	2,482,524	5,011,932	2,414,174	2,616,300	2,785,902	6.48%
		17.64%	15.31%	20.70%	17.73%	50.31%	15.27%	19.92%	18.41%	

# DEPARTMENTS

## GENERAL FUND DEPARTMENTS

Under the direction of the City Manager the following departments operate within the general fund.



### General Government

Legislative  
Planning Commission  
Legal



### Administration

Administration  
Communications  
Court  
Human Resources  
Recorder  
Customer Service

**Tami Moody- Director of Administration & Communication**



### Finance

Finance  
Information Technology

**Alan Rae-Director of Financial Services**



### Operations

Facilities  
Enforcement/Emergency Management  
Fleet  
Streets  
Snow Removal  
Storm Drain  
Street Signs  
Street Lights

**Monte Johnson-Director of Operations**



### Parks Recreation and Events

Community Events/Recreation  
Arts & Cultural Development  
Cemetery  
Parks

**Wendy Thomas-Director of Parks Recreation &Events**



### Engineering

Engineering  
GIS

**Blake Thomas-City Engineer**



### Community Development

Building  
Economic Development  
Planning & Development

**Gordon Haight-Director of Planning & Development  
Assistant City Manager**

# DEPARTMENTS

During Fiscal Year 2017 a new department was created and Wendy Thomas was hired as the director. The department was Park Recreation and Events which was separated out of the Operations Department.

In Administration a new department has been created called Customer Service. The customer service department will encompass those working at the front counter taking payments, serving the public, and giving information.

The following functional areas were moved to the new departments

## Parks Recreation and Events

- Community Events/Recreation

- Arts & Cultural Development

- Cemetery

- Parks

## Engineering

- Engineering

- GIS

The focus of our budget and subsequently our financial statements is to ensure accountability by dividing according to purchase and operational responsibility.

# GENERAL GOVERNMENT

## CITY COUNCIL

### Mission

**The mission of the City Council is to provide courteous and efficient service to the public, preserve community identity and promote a high quality of life.**

### Goals & Objectives

The legislative body for Herriman City consists of a Mayor and four Councilmembers who establish policies and procedures for the City. The Mayor and Council are responsible for all legislative actions, pass local laws and create policy for the community, adopt the annual city budget and work with businesses, developers and residents to generate safe conditions that allow for the community to thrive and prosper while protecting the rights of the citizens. The City Council provide the City Manager general direction to perform the day-to-day general administration of the City. The Council represent the City to other government officials at the local, state and Federal levels, as well as at community and civic meetings and events. This includes promoting citizen participation and intergovernmental relations, as well as working with our own Youth Council to educate them on the local government processes

This last year, Herriman City experienced a significant amount of growth. A significant part of that growth was in the area of economic development, which can be attributed to the leadership of our City Council. The direction and guidance set forth by the Council and their efforts to actively pursue economic development resulted in Herriman City benefitting



from the addition of several new businesses including the REAL Salt Lake soccer complex, Knots on Main, Autozone, and more. In addition to new businesses, they continue to enhance our city, providing additional opportunities for residential and commercial development as well as the development of large open spaces, a regional park and a buffer zone for the military base. The new Herriman Towne Center is scheduled for completion in late summer and will include a large 5 acre park aligned with retail shops, ice skating, a splash pad and an amphitheater. This

will serve as a wonderful gathering place for the community.

Each year, the City Council conducts a goal-setting retreat in participation with the City Manager and staff to determine long and short term priorities of the Council and create cohesiveness among each of the council members themselves, as well as with City staff. During this time they determine where additional training and needs are throughout the City departments. Some of those resources include participation in such programs as the Utah League of Cities and Towns (ULCT), Legislative Policy Committee (LPC), the National League of Cities (NLC), the local and national level Conference of Mayors (COM), Council of Governments (COG), Wasatch Front Regional Council (WFRC), transportation boards, economic development, education boards and several other boards and committees.



To align with the Vision and Mission Statements of the City, the City Council also set a Top 5 focus for the City. The Top 5 focus informs City staff what the big picture goals are and how each of the departments can contribute to reaching those goals. The City Council holds Neighborhood meetings throughout the year to identify the needs and concerns of the residents. The discussions at those meetings contribute to developing the Top 5 agenda. The Council also hold bi-weekly Council meetings to prioritize, plan and make decisions based on these needs and goals of the City. Their decisions follow along the path set forth in the General Plan and through Ordinance.





# GENERAL GOVERNMENT

The Top 5 focus items for the City Council during the current budget year include:

## TOP 5 FOCUS GOALS



- 1- Proactively Seek and Pursue Economic Development
  - a. Promote the City Blue Print
  - b. Promote Local Business Development with Target Industries to Create a Diverse Economy
  - c. Attract, Retain and Grow Destination Attractions
  - d. Create a Vibrant Towne Center
- 2- Listen To and Engage Our Community
  - a. Build & Maintain Trust with the Community through Transparency, Dialogue & Outreach
  - b. Cultivate & Support Programs that Promote Civic Engagement
  - c. Support & Contribute to Police-Community Relations
  - d. Support & Communicate Neighborhood and Economic Development Throughout the City
  - e. Support & Respond to Community Needs
  - f. Provide Timely & Accurate Information About City Actions, Events, & Decisions
- 3- Capital Projects Plan
  - a. Plan For and Install Infrastructure to Meet the Adopted General Plan
  - b. Meet the Objectives of the Capital Facilities Plans
  - c. Plan Public Rights of Way & Public Infrastructure Systems
  - d. Better Living Through Quality Infrastructure
  - e. Coordination Among City Departments & Developers to Align Priorities and Coordinate Completion
  - f. Coordinate with other Agencies
  - g. Deliver Quality Projects in Timely Manner and On Budget Keeping Maintenance Costs in Process
- 4- General Plan: Land Use & Planning
  - a. Plan and Prepare for the Future Growth of Herriman City
  - b. Strategically Plan for Alignment/Location of Future Economic Growth
  - c. Sustainability and Enhancement of Quality of Life for our Community
- 5- Maintain Level of Service to Meet Demands of Growth
  - a. Promote First Rate Services While Remaining Fiscally Responsible
  - b. Continue to Enhance Information Exchange Between Public Safety Partners and the City
  - c. Pursue Funding Options
  - d. Implement City Pride Campaigns for Community Involvement

In order to accomplish the goals and meet the needs of the City set forth in the Top 5, it is necessary to search for funding options to provide assistance for costs associated with the development of our City. With the need to continue the search for funding and support in regards to transportation, water, economic development and property preservation, it is essential to meet with our legislators in Washington DC. These trips have proven beneficial in obtaining funding to assist with the City's financial needs. The Mayor has had success in obtaining Federal support for funding the ACUB project around Camp Williams, a scalping plant for water reuse, and clean-up of contaminated soils within City limits. Each of these items will require additional follow up and the Mayor will be an active part in maintaining legislative relationships and leading discussions in order to assure that support continues. There are additional opportunities for funding that would assist the City with the financial burden that these and other projects generate and the Mayor and City Council will put time and effort in to continuously bidding for a share of available funds. With growth and development, there is always a need to continue efforts in acquiring funding resources and options for water, secondary

# GENERAL GOVERNMENT

water, water reuse, and transportation. These items will remain a focus throughout the upcoming year.

## LEGAL

To support and defend the Ordinances and Laws of Herriman City by identifying potential legal issues; proposing resolution thereof; protecting and maintaining the integrity of Herriman; and resolving such other legal issues as the Attorney and Herriman deem reasonably necessary for the proper functioning of Herriman

### Attorney Fees

The City in 2014 negotiated with the City Attorney to have full time legal counsel and a presence in the Herriman City Office on a weekly basis.

### Outside Legal Counsel

Outside Counsel includes specialized help in redevelopment, elections (referendum and/or initiatives), environmental, securities, municipal bonds, and litigation.

### City Prosecutor Contract

The City changed the Contract with the Prosecutor in September 2014 and was able to negotiate a decrease in the budget by 3,500.00. The amount is now 24,000.00 and will remain the same in the 2018 budget year.



# GENERAL GOVERNMENT

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>EXPENDITURES</b>										
<b>GENERAL GOVERNMENT</b>										
<b>Legislative</b>										
41001	Salaries & Wages	61,012	49,695	59,262	56,604	41,293	58,500	58,500	58,500	0.00%
41002	Burden	14,462	13,629	66,858	20,902	17,170	22,500	22,500	22,500	0.00%
41006	s	-	-	-	-	1,212	500	1,500	1,500	0.00%
41012	Seminars & Training	-	-	93	3,418	1,495	4,300	4,300	4,300	0.00%
41015	Travel & Accomodations	-	-	1,980	11,280	5,121	6,500	6,500	6,500	0.00%
41018	Fuel	-	-	-	414	162	1,020	500	1,000	100.00%
41027	Office Supplies	-	-	-	-	-	-	-	-	-
41030	General Supplies	-	-	2	1,403	-	200	50	200	300.00%
41039	Printing	-	-	-	133	(121)	600	300	300	0.00%
41045	Hospitality	-	-	2,108	4,768	3,417	4,000	4,000	5,000	25.00%
41056	Cell Phone Expense	-	-	-	3,087	1,610	3,800	3,800	3,800	0.00%
41058	Postage & Shipping	-	-	-	-	-	200	75	150	100.00%
41063	Vehicle Lease	-	-	-	-	-	-	-	40,473	-
41065	Clothing & Uniforms	-	-	-	32	196	200	200	250	25.00%
41132	Youth Council	756	853	989	5,649	5,101	8,200	8,200	8,200	0.00%
41210	City Council Relations	1,215	1,002	1,086	72	277	2,500	2,500	3,000	20.00%
41211	Education/Community Promotion	-	-	-	-	-	500	500	500	0.00%
41300	NonGovernmental Donations	2,000	8,225	2,450	6,850	5,000	12,000	12,000	12,000	0.00%
		79,444	73,404	134,828	114,612	81,932	125,520	125,425	168,173	34.08%
<b>Planning Commission</b>										
42001	Wages	11,655	-	17,500	17,408	9,350	22,500	19,000	19,000	0.00%
42002	Burden	-	-	617	2,287	1,054	2,600	2,200	2,200	0.00%
42013	Training	267	-	1,600	-	-	800	800	800	0.00%
42016	Travel	-	18,031	-	-	-	-	-	-	-
		11,922	18,031	19,717	19,695	10,404	25,900	22,000	22,000	0.00%
<b>Legal</b>										
43048	Attorney Fees	110,389	63,979	158,872	162,000	135,000	165,000	165,000	165,000	0.00%
43061	Outside Legal Counsel	-	-	-	25,081	50,501	63,000	63,000	68,000	7.94%
43115	Indigent Defense	4,350	4,200	7,050	8,400	6,300	7,500	7,500	8,000	6.67%
43350	Prosecutor Contract	27,500	27,500	28,000	20,000	20,000	24,000	24,000	24,000	0.00%
		142,239	95,679	193,922	215,481	211,801	259,500	259,500	265,000	2.12%
<b>TOTAL GENERAL GOVERNMENT</b>		233,606	187,114	348,467	349,787	304,137	410,920	406,925	455,173	11.86%

# ADMINISTRATION

## ADMINISTRATION

### Mission

To provide administrative services to the public and city staff in a professional, knowledgeable, courteous and efficient manner.



### Goals & Objectives

The Administration Department for Herriman City provides a broad range of services for the City. It is essentially the customer service hub for our residents, vendors, staff, and city relations. The City Administration includes the City Manager, Assistant City Manager, Director of Administration and Communication, and four Administrative Staff.

We are working hard in our efforts to continue providing exceptional service by responding through first line communication. Each staff member initiates keeping informed and updated on the latest information in each department in order to provide accurate and efficient service to our community with minimal call transfers. Through teamwork, innovation and professionalism we support the City Council priority in providing professional services to the community while maintaining a level of fiscal responsibility.

City staff has developed departmental goals related to the priorities established by the City Council. Our goals as an administrative department encompass the philosophy of Accuracy, Efficiency and Accountability in our service. Recently, this department has undergone a realignment of duties for its staff members in order to create a level of accountability and a sense of responsibility in our work that will enhance the focus of our goals.

In order to develop our philosophy, staff and management will focus on raising the bar on the level of professional services provided by the department, increasing the level of training our staff receive to assure that they are able to perform all necessary functions, and improving the processes and procedures in order to improve the level of accuracy and efficiency in our service.

### Operational Expenditures

This budget appropriates essential resources to fund important training and service efforts necessary for future growth. New increases in housing and additional residents have added increased pressure on City services. That is further obscured by the fact that the number of employees in the administrative department has stayed relatively the same and the majority of them share duties in other departments as well. There is a conscientious understanding for the need to do more with less as the city maneuvers through patterns of growth while maintaining a high level of service.

With the Communications and the Records offices establishing their own budgets, there was an initial decrease in the amount of funding required for the department. However, with the additional growth of the City and the general increase in costs, some line items will see a small increase. One area of increase is in regards to staffing. To meet the demands of our growing population we are looking to expand the administrative customer service staff by 1.25 bodies. With that being said, the budget is still tight, but allows the department to keep up with a growing community.



This next year, we will provide various training opportunities to staff in order to assure that they are knowledgeable in all functions of the administrative department and City services. Selected training will be offered in house, while more extensive training will be provided through outside services. We continue to foster an evolving culture to include outward thinking and public engagement.

# ADMINISTRATION

The continued theme of increasing efficiencies has led to the development of e-bill, auto pay and equal pay options that have now been available to our residents for over a year. We continue to grow in numbers that sign up for these services, in turn reducing the cost of printing, postage and man hours. The services have also been linked to a reduction in collections and water shut offs due to the convenience of residents having the ability to pay their utility bill through an automatic payment option each month.

The City Manager, Assistant City Manager and Director of Administration & Communications, in conjunction with the Mayor and City Council continuously look for state, federal and/or private funding options that will grant our city additional funds to aide in the costs of infrastructure, development and costs associated with growth. With the need to continue the search for funding and support in regards to transportation, water, economic development and property preservation, there remains a need for staff to continue to meet with our legislators back in Washington DC. These trips have proven beneficial in obtaining funding to assist with the City's financial needs. The most recent trip to Washington DC provided valuable resources in obtaining support for the ACUB funding as well as additional opportunities for funding that would assist the City.

**\$4,056,100**  
In ACUB  
Funding

The department continues to move in the right direction. We continue our mindful governing of City resources with the understanding that the economy can fluctuate and we will need to adjust accordingly. We maintain adequate reserves and refrain from superfluously adding additional employees, capital and material expenses in order to remain sensitive of any uncertainties that could arise during the year.

**\$927,671**  
in Class C  
Road Funds

One of the key reasons we have been able to maintain services while experiencing significant growth has been due to our leadership and the dedication of our City Council, as well as the department employees who have made a commitment to provide our community with distinguished service.

## Department Accomplishments

- Implemented new draft and design of Standard Operating Procedures
- Launched new Utility Application process to offer on-line sign up.
- Launched new Court Payment process that offers ability to pay on-line through Xpress Billpay
- Launched new Blackridge Parking Permit Program application process with ability for on-line sign up
- Launched Smartsheets use for several tracking methods to increase efficiency
- Streamlined Change of Ownership process to reduce errors and incorporate paperless work flows
- Implemented security deposit procedure for building rentals, hydrant meters, water utility, park rental, special events and Arts Council rentals
- Established payment process for building permits, excavation permits, bonds held, zoning land use fees, meter rentals, Bac-T testing
- Launched new Council Chamber reservation tracking
- Advanced efforts to address impacts of the new utility billing changes as implemented by the Finance Department, engaging with the public as an advocate through the process
- Managed 120 external reservations of the City Hall facility
- Processed 1,522 work requests and 1,162 work orders in Cityworks
- Facilitated the continued focus on electronic capabilities to provide additional conveniences to our public

**1,522**

City Hall Reservations

**1,522**

Work Requests

**1,162**

Work Orders

# ADMINISTRATION

## Staffing

The following table shows the full-time equivalent employees employed in the administration department.

	Wage Grade	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018
<b>Administration</b>						
City Manager	22	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	21	1.00	1.00	1.00	1.00	1.00
Director of Administration and Communication	20	1.00	1.00	1.00	1.00	1.00
Administrative Service Coordinator	13	1.00	-	-	-	-
Administrative Tech III	12	-	0.50	0.50	-	1.00
Administrative Intern	9	-	-	0.25	0.50	0.50
		4.00	3.50	3.75	3.50	4.50
<b>Communications</b>						
Communications Tech III	13	-	0.50	0.50	1.00	-
Communications Tech II	12	-	-	-	1.00	2.00
Communications Tech I	11	-	-	-	0.50	1.00
		-	-	-	2.50	3.00
<b>Court</b>						
Judge		0.40	0.40	0.40	0.40	0.25
Court Coordinator	14	-	1.00	1.00	1.00	1.00
Court Clerk III	13	1.00	-	-	-	-
Court Clerk II	12	0.50	0.50	0.50	0.50	1.00
		1.90	1.90	1.90	1.90	2.25
<b>Human Resources</b>						
HR Director	17	1.00	0.70	1.00	1.00	1.00
HR Tech	12	0.50	0.05	-	0.50	1.00
		1.50	0.75	1.00	1.50	2.00
<b>Recorder</b>						
City Recorder	16	0.75	1.03	1.00	1.00	1.00
Deputy Recorder	13	-	1.05	1.00	1.00	1.00
Administrative Tech III	12	-	1.00	1.00	1.00	1.00
Passport Tech	10	-	-	-	-	0.63
		0.75	3.08	3.00	3.00	3.63
<b>Customer Service</b>						
Administrative Service Office Manager	15	-	-	-	-	-
Administrative Utility Tech	11	-	-	-	1.00	1.00
Administrative Tech II	11	4.35	1.40	1.75	2.25	3.50
		4.35	1.40	1.75	3.25	4.50
<b>Total Administration</b>		12.50	10.63	11.40	15.65	19.88



# ADMINISTRATION

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>ADMINISTRATION</b>										
<b>Administration</b>										
44001	Salaries & Wages	423,649	704,110	377,284	418,988	307,409	435,000	435,000	345,000	-20.69%
44002	Burden	131,672	276,274	172,807	201,630	154,680	200,000	200,000	133,000	-33.50%
44003	Overtime	-	2,138	1,935	475	463	500	500	500	0.00%
44006	s	11,065	22,080	17,216	17,344	177	16,000	16,000	17,000	6.25%
44012	Seminars & Training	2,922	6,720	4,528	2,674	1,830	12,000	5,000	3,040	-39.20%
44015	Travel & Accomodations	6,098	5,820	21,658	6,546	3,296	20,000	12,000	8,500	-29.17%
44018	Fuel	3,552	4,773	(964)	35	96	2,500	150	200	33.33%
44021	Repairs & Maintenance-Auto	239	126	225	311	83		83	-	-100.00%
44024	Repairs & Maintenance-Equip	-	2	2	-				-	
44027	Office Supplies	8,800	7,980	6,400	6,727	4,947	7,500	8,500	3,000	-64.71%
44030	General Supplies	9,697	6,206	5,955	5,194	2,536	7,500	5,000	-	-100.00%
44039	Printing	729	750	1,098	80				-	
44045	Employee Relations	237	1,115	1,369	1,437	436	1,600	1,600	1,500	-6.25%
44047	Employee Development	(4,264)	2,257	(6,976)	-				-	
44056	Cell Phone		-	-	4,816	3,792	4,108	4,108	4,100	-0.19%
44058	Postage & Shipping	6,850	5,686	8,769	7,874	8,009	9,000	10,000	1,500	-85.00%
44063	Vehicle Lease	5,762	3,212	-	-				-	
44064	Vehicle Insurance	350	365	366	-				-	
44066	Clothing & Uniforms	829	958	(27)	696	137	700	700	300	-57.14%
44150	Workers Comp Expense	6,760	18,856	-	-				-	
44155	LT/ST Disability Insurance	5,510	8,818	-	-				-	
44156	Health Insurance	250		-	-				-	
44176	Soda/Vending Machine	(746)	(54)	381	-				-	
44180	Community Affairs	-	-	-	1,312	1,451	1,500	1,800	1,800	0.00%
44225	Property Tax	1,136	5,505	4,967	212	517	5,000	5,000	-	-100.00%
44410	Insurance & Bonds	33,162	40,091	67,232	76,830	75,465	80,000	80,000	80,000	0.00%
44520	Capital Outlay	-	-	-	9,537		3,500	3,500	4,500	28.57%
		654,260	1,123,789	684,225	762,717	565,324	806,408	788,941	603,940	-23.45%

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Customer Service</b>										
49001	Salaries & Wages								165,000	
49002	Burden								107,000	
49003	Overtime								500	
49006	s								563	
49012	Seminars & Training								2,000	
49015	Travel & Accomodations								1,500	
49027	Office Supplies								6,500	
49030	General Supplies								7,500	
49045	Employee Relations								500	
49056	Cell Phone								4,700	
49058	Postage & Shipping								9,500	
49066	Clothing & Uniforms								600	
49520	Capital Outlay								4,500	
		-	-	-	-	-	-	-	310,363	



# COMMUNICATIONS

## COMMUNICATIONS



### Mission

The Communications Department is responsible for communicating information to the public, staff and other entities to enhance public awareness of city activities, city policy and increase community engagement.

### Accomplishments

This past fiscal year, the Communications Department continued to foster an informed and engaged community through enhanced communications processes, maintaining a high level of communication as the City grows. The department proactively communicated public information and facilitated community involvement by offering additional and more convenient ways for the community to be involved. Communications has increased City engagement through an increased social media presence, multiple methods of distribution of the newsletter, two electronic sign boards along the boundaries of our City, the use of Facebook Live to broadcast City Council meetings, Planning Commission meetings, Gov 101 courses and community events, the increased use of the Herriman App, the Alert Text emergency and immediate communication app, and the design of both a Government 101 web page and a Herriman Hot Topics ~ Rumor or Fact web page to encourage and increase civic education.

### Performance Measures

	2014-15	2015-16	2016-17
Website Events and News Postings	389	389	346
New Pages	8	5	7
Facebook Messages	24	79	80 as of 4/2017)
Facebook Followers	3300	5702	7412
Facebook Live Broadcasts	0	0	58 as of 4/2017)
Twitter Followers	2883	3629	4119
Newsletters Distributed	(6 editions)	(12 editions)	(14 editions)
Mailed	102,040 (incl'd Riverton)	76,300	76,400
e-mailed	0	3200	5028
Alertext Users	1058	1892	3,665
Herriman App Requests	109	101	63
Neighborhood & Open House Meetings	3	9	6 as of 3/2017)

### Goals & Objectives

The Communications Department serves as the public liaison for the City. They provide communication utilizing a variety of tools, including print, electronic materials, internal and external publications, the internet, live media and social media, as well as direct communication avenues. The department strives to communicate the City Council's many accomplishments and activities along with those of our City departments using a myriad of communication tools which include the City website and social media pages, newsletter, and other publications.

The Communications Department continues to carve out a path for developing enhanced communications processes as the City grows. Our community reach is continuously expanding as we build relationships with our residents. A Communication Plan is followed to identify opportunities and plan strategic content for effective communication. It provides a tool to outline what the key messages are that should be conveyed to the receiver. The department also serves as a resource for residents, the media and other intergovernmental relations through which they may obtain information assistance and inquire on a vast array of public interest items. Their objective is to promote the City and provide positive, proactive media relations and inform residents in a manner that is competent and diverse. The communication objectives, challenges that may be met and guiding principles for the correct approach. The department is continually

# COMMUNICATIONS

looking for innovating ways to encourage and increase public engagement. From establishing an active social media presence to incorporating Facebook live to broadcast our public meetings, the communications department creates conveniences for the community to remain engaged. We have even offered a series of civic education courses on Facebook and our website providing opportunity for our community to increase their knowledge of government processes.

Key goals they will focus on over the course of this next year include:

- Monitoring active and developing issues within the community and counseling management on response strategies.
- Provide relevant and timely information to the Herriman Community regarding City business and activity.
- Continue to be proactive in our outreach efforts, encouraging community education and engagement regarding the affairs of our local government.
- Provide department expertise in regards to content development, graphic design, photography and communication mentoring to City departments as they develop materials that promote programs and services or otherwise engage with the public.
- Receive, coordinate and facilitate responses to inquiries from the media as they pertain to the City.
- Revamp the City website in order to create a more interactive and user friendly resource.
- Participate in the development of the audio/visual design in the new City Hall that will provide an enhanced viewing and participation experience for our community.
- Continue creating opportunities that provide convenient engagement capabilities for the community.

## Operational Expenditures

For the upcoming year, the Communications Department would like to continue to enhance their knowledge in the area of videography and graphic design. This would offer the option of creating our own service announcements, increasing awareness of issues facing the community, inform the community of city programs and services and provide additional engagement opportunities outside of schedule public meetings. Our current camera has video capabilities, but a microphone, tripod and additional lenses are requested in order to utilize the ability to create video. We have also added a social media back up program called ArchiveSocial that will back up all of our social media sites in order to maintain accurate record keeping.



The department would also like to enhance public relations by being proactive with the media, providing regular media advisories that detail city projects, events or initiatives. This will involve regular communication with each of the City departments to assure information is provided. It will also call for the continuous need to work closely with our local and Federal lobbyists to keep them informed on issues facing the City and exchanging government related information that could potentially affect our community.

The Communications Department will continue to train all City staff on communication in the public arena with regular training sessions during quarterly staff meetings and in individual department meetings. We recognize the importance of courteous interaction with our community no matter what staffing position one may hold.

We are looking to increase our staffing level from 2.5 staff members to 3.0 staff members which in turn will increase our training needs and other related items. Additional training will be necessary to assure all staff will have the skills required to manage the increasing workload in the department. We serve as the communication link for the entire City creating marketing materials for the Community/Economic Development department, the Events Department, the Water Department and more. All notices, fliers, letters, brochures and other materials that represent the City are requested to go through this department for review prior to release. The Communications department also serves as an informational hub for residents, developers and business owners throughout the City, therefore enhancing the community feel that

# COMMUNICATIONS

Herriman strives to maintain through growth. We facilitate all neighborhood meetings, communicate events and activities, hold educational courses and offer opportunities for the community to engage with city leaders and staff.

The Communications Department is the main hub for all City communication, both internal and external, verbal and print. We will provide service at a level that will improve the City's image in a manner consistent with the desired culture that coincides with the City's mission and vision. We will continue to communicate that Herriman is a unique atmosphere, a close and informed, active community and a place to call home.



	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>Communication</b>									
45001 Salaries & Wages	-	-	46,946	56,804	75,789	145,000	145,000	185,000	21.62%
45002 Payroll Burden	-	-	15,975	18,729	25,844	62,000	62,000	72,000	13.89%
45003 Overtime	-	-	-	-	2,099	2,500	2,500	2,500	0.00%
45006 Subscriptions/Memberships/Dues	-	-	116	952	528	2,086	2,000	5,600	64.29%
45012 Seminars & Training	-	-	-	1,420	665	3,000	2,100	3,000	30.00%
45015 Travel & Accomodations	-	-	-	254	941	2,950	2,500	3,000	16.67%
45018 Fuel	-	-	-	-	-	550	125	250	50.00%
45027 Office Supplies	-	-	299	16	167	2,000	2,000	2,000	0.00%
45028 General Supplies	-	-	-	-	440	1,500	1,500	3,000	50.00%
45030 Message Board	-	-	-	743	99	6,000	1,500	2,000	25.00%
45039 Printing	-	-	-	3,618	1,787	5,000	5,000	5,000	0.00%
45058 Postage & Shipping	-	-	2,100	3,030	3,462	6,000	3,500	5,000	30.00%
45066 Clothing & Uniforms	-	-	-	-	-	300	300	500	40.00%
45210 Public Relations	-	12,396	12,265	3,630	2,103	9,500	9,500	19,000	50.00%
45211 Education/Community Promotion	-	5,350	13,305	221	63	-	63	4,200	98.50%
45228 Lobbyist	50,000	82,022	74,583	133,083	52,000	140,000	140,000	170,000	17.65%
45245 Newsletter/Communications	14,769	18,336	21,949	12,287	8,917	16,000	16,000	18,000	11.11%
45520 Capital Outlay	-	-	-	-	-	5,500	4,500	5,400	16.67%
	64,769	118,104	187,538	234,787	174,903	409,886	400,088	505,450	20.85%

# COURT

## HERRIMAN MUNICIPAL JUSTICE COURT

### Mission

The Herriman Municipal Justice Court serves Herriman City through a focus on providing the people an open, fair, efficient and quality public service, as determined by law or citizen needs while promoting trust and confidence in the judicial system. Services shall be provided in a respectful and professional manner in such that legal rights of individuals are safeguarded and public interest is protected.

### Goals and Objectives

The department goal is to maintain appropriate and essential public services in a cost effective manner, while assuring that mandated services are provided. The Court will continue education for staff to keep up with changing laws and regulations. The office maintains and updates all court files, documents and actions. The duties and functions involve file maintenance, docket preparation, claim filing, noticing, processing requests for information, collection of fines and court costs, driver license checks, criminal background checks, provide needed information to the Court in conducting regular court business.

### Operational Expenditures

As the City grows, so does our Justice Court. The department has surpassed its standing last year in three quarters time. The number of calls, scheduling and transport has increased as well as the demands placed on the court and its resources.

The current case load of the department from July 1, 2016 to February 28, 2017 is 2113. With most of the bugs having been worked out, e-filing of citations has offered time saving relief, increased efficiency and a reduction in paper system costs, in addition, this past year the court has gained access to "Judicial Workspace" giving the court the ability to scan documents to cases. Scanning, then uploading to this database attaches the documents to the cases in CORIS. As of January 1, 2017 another database system has been added and the Administrative Offices of the Courts have mandated that all attorneys must file their documents electronically through e-filing (another database). This has presented some drawbacks due to the fact that the program was designed for the District Courts which has led to issues of items filed to incorrect cases as well as duplication of cases. As the Court grows and the case load increases, going paperless will be beneficial to our Court.

Year July 1, 2015 through Feb 28, 2016		Year July 1, 2016 through Feb 28, 2017	
Traffic	1559	Traffic	1931
Criminal	197	Criminal	166
Total Revenue = \$127,177.00		Total Revenue = \$147,097.50	

In order to assure that the department maintains a high level of knowledge and familiarity of legal processes, it is necessary to obtain regular training as well as participation in groups that serve as resources for information. The annual Clerk's Conference and the BCI (Bureau of Criminal Identification) are mandatory for all court personnel.

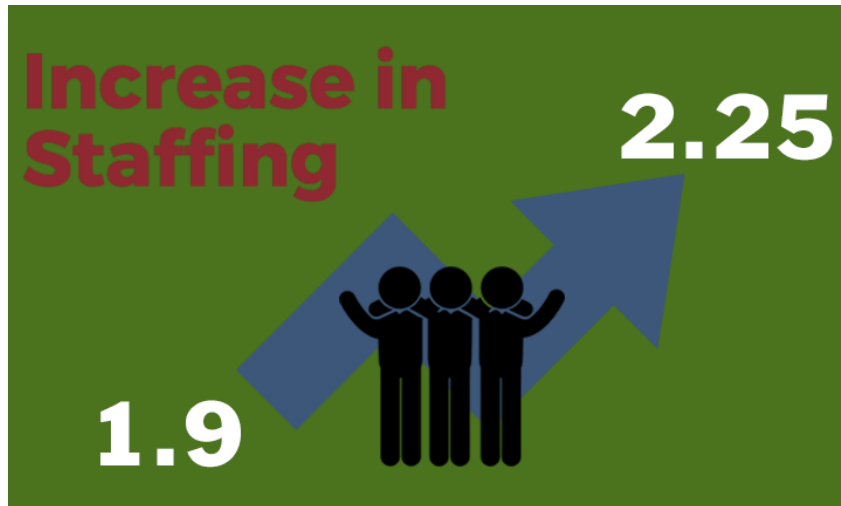
The number one objective of our Court Clerks and Justice Court Judge is to make sure everyone has a positive experience.

# COURT

## Staffing

Although the staffing remains the same as in the previous few years, this budget proposes that our part time Clerk's hours be increased to accommodate for the evolving responsibilities and the necessary coverage in the new building

### COURT STAFFING REQUEST



### Mandatory Court Conferences

We have 2 mandatory conferences this year both are held in the fall. The BCI TAC Conference will be September 25<sup>th</sup> through the 27<sup>th</sup>. The Court Clerks Conference will probably be the end of October

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Court</b>										
46001	Salaries & Wages	95,689	94,660	100,395	110,440	83,528	112,000	112,000	138,000	18.84%
46002	Payroll Burden	46,183	47,710	47,564	51,365	41,219	53,500	53,500	64,000	16.41%
46003	Overtime		1,261	-	36	156		200	200	0.00%
46004	Baliff Contract Labor	8,450	8,047	4,740	6,400	3,425	8,000	8,000	9,000	11.11%
46006	Subscription/Memberships/Dues	75	96	72	216	159	110	160	134	-19.40%
46012	Seminars & Training	300	150	320	330	340	545	545	500	-9.00%
46015	Travel & Accomodations	433	450	932	1,701	644	1,700	1,700	3,000	43.33%
46027	Office Supplies	-	-	773	-	224		224	100	-124.00%
46030	General Supplies	294	548	13	108	116	600	600	400	-50.00%
46045	Employee Relations	121	93	78	-	-	150	150	200	25.00%
46061	Interpreting Service	580	618	1,612	1,107	637	800	800	880	9.09%
46122	Witness/Juror Fees	-	19	19	1,073	296	1,800	1,800	1,980	9.09%
46520	Capital Outlay	-	-	-			500	500	500	0.00%
		152,126	153,652	156,518	172,775	130,745	179,705	180,179	218,894	17.69%
<b>Related Revenue Accounts</b>										
35110	Court Fines	157,179	120,864	171,327	137,853	107,211	160,000	120,000	130,000	7.69%
36889	Traffic School Revenue	8,692	4,593	8,992	5,755	4,081	6,000	4,500	6,000	25.00%
		165,872	125,457	180,319	143,608	111,292	166,000	124,500	136,000	8.46%

# HUMAN RESOURCES

## HUMAN RESOURCES

### Mission

The Human Resources Department serves Herriman City by focusing efforts on one of the city's most valuable assets, its employees. This department provides consultation and support to every employee within the organization along with coaching and supporting managers on employee related issues and practices. The strategic planning of HR must involve the potential effects to Herriman first but also to the employees.

### Goals and Objectives

Human Resources (HR) must support the strategic plan of the City and give insight from a different personal perspective. HR provides expert opinions and advice on how decisions will affect our employees and the potential consequences of actions. Every employee needs an advocate and voice to understand their role in situations and how to deal with events and changes. Management also needs a voice on how to manage and support their employees.

### Operational Expenditures

Providing a cost effective budget is essential to meet the strategic direction of Herriman as well as the training and motivational needs of our employees. Through budgeting costs, HR strives for efficiency and practicality with time and projects. There are key HR functions affected by budget with rationale for the necessity of funding.

### Benefits

Benefits are a large contributor to compensation and employee satisfaction within the workplace. When employees are satisfied they are engaged. Engagement is a key contributor to how hard employees will work and how much work they will produce. When employees are engaged they will be efficient and want to produce quality work for the City.

To stay competitive in the industry we must provide employees with satisfying incentives and rewards. We use budget for rewards of going above and beyond as well as wellness incentives. Mayor money is a minimal cost reward for employees who work beyond their job description and provide a great service for the city. Employees feel appreciated with additional incentives and are motivated to continue working hard, money is never the only incentive but can be an effective one when use for a specific contribution.

We also use gift cards and mayor money for wellness event participation. When employees are healthy they should use less money on health insurance ultimately driving down our health insurance costs. Small incentives up front can lead to large cost reduction over a longer period of time. This incentive also shows Herriman cares about the wellbeing of our employees and the engagement of our workforce.





# HUMAN RESOURCES

Employee appreciation Lagoon day and our service awards night have been wonderful benefits for our employees. Each year we increase our employee count and the cost of tickets also increases creating an increase in budget. Employees continue to communicate how much they appreciate these activities and it shows them the City's investment in their



happiness and treating them like they are more than just employees. Employee activities build relationships and teamwork, creating a positive and productive work environment.

## Employee Safety

There has been an increased need to test the physical ability of our new hires in certain labor intensive positions. With this directive we needed to increase our drug test bucket. This category also covers random drug tests, renewals of CDL licenses and all pre-employment exams.

Personal safety desires alone are not the only motivator we need to have employees consistently think about their safe practices. Our safety committee meets regularly to review safety practices and create safety goals. As part of this practice, we receive a reimbursement from our insurance company.

Minimal rewards for safe practices help motivate employees to follow safe practices saving us in workers compensation costs.

An additional aspect of safety is ensuring new employees we bring on do not have driving or background issues.

We also reimburse employees for medical driving cards to show that our employees are fit and safe in our insured vehicles.



## HR Expertise

Human Resources is a consultant with expertise in employee relations and motivations. As the industry changes and employee expectations change, it becomes imperative to receive updated training and information. To provide solid and relevant consulting, HR needs to attend conferences and seminars. Additional information/knowledge will decrease contracted services and allow us to complete more complex projects in-house. As HR focuses on higher-level projects there becomes a greater need to have efficient processes and systems in place to save time on more menial tasks. Spending money with the right vendors will allow for a more efficient and more professional department. HR will continue to focus on critical priorities as we contract out the right services either through system upgrades or vendors providing services.



The ongoing commitment of the HR Department is to provide leadership and direction on the development of short and long-term goals. We will continue to support and promote training and wellness programs for employees due to the benefits that they provide for both the employee and the City. Focus will be directed towards positive change in our culture and the manner that employees represent the City. In adhering to the city values and priorities we will provide services that promote an environment of fair treatment, open communication, personal

accountability, efficiency and effectiveness while building on trust and value.

As Herriman City grows, the HR departments continues to improve efficiency. Part of this process includes having time saving tools decrease time working through administrative processes and allow the HR department to work on higher level goals that better support the vision of the City. HR contracted services



# HUMAN RESOURCES

includes systems that have improved our hiring process and also our annual performance evaluations. With better tools in place we are a more efficient department.

## Staffing

The addition of a part-time HR assistant this past year has provided the HR Manager time to focus on higher level goals and objectives while allowing the assistant to spend time on processes and more administrative tasks. This position has been a great addition to the department and becomes of greater importance as more employees join the City.

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Human Resources</b>										
47001	Salaries & Wages	96,071	142,422	60,617	84,648	71,539	110,000	110,000	126,000	12.70%
47002	Payroll Burden	37,363	35,630	25,081	38,018	33,540	54,000	54,000	67,000	19.40%
47006	Subscriptions/Memberships/ Dues	580	1,753	190	240	199	1,000	500	500	0.00%
47010	Rec Center Benefit	4,596	5,813	2,793	2,573	2,198	4,500	4,000	4,000	0.00%
47012	Seminars & Training	1,909	1,081	1,875	2,315	2,160	3,300	2,160	3,300	34.55%
47015	Travel & Accomodations	2,324	41	-	12		1,600	1,000	1,600	37.50%
47018	Fuel	91	-	-			250	250	250	0.00%
47030	General Supplies	223	4,478	310	287	608	1,800	1,300	1,000	-30.00%
47045	Hospitality & Promotions	31,604	34,909	34,377	39,959	37,527	37,000	37,527	42,000	10.65%
47046	Mayor Money	5,336	3,769	5,013	5,852	3,865	6,500	6,500	6,500	0.00%
47066	Clothing & Uniforms	327	150	-	-	18	150	150	150	0.00%
47158	Staff Training	8,235	98	227	1,785	901	5,000	5,000	5,000	0.00%
47160	Wellness Committee Expenses	1,201	846	1,272	1,509	483	2,600	2,600	2,600	0.00%
47228	Drug Tests/DOT Physicals	4,300	4,571	4,969	3,637	4,292	5,000	5,000	7,000	28.57%
47229	Tuition Reimbursement	33,815	14,325	13,269	22,692	13,428	35,000	30,000	35,000	14.29%
47301	Safety Committee	2,521	2,953	2,450	1,266	1,350	5,000	4,000	5,000	20.00%
47302	Employee Service Awards	8,843	9,114	10,034	6,185	10,293	11,000	11,793	11,000	-7.21%
47340	Contracted HR Services	4,011	20,617	33,071	3,143	16,093	30,000	30,000	30,000	0.00%
47995	Unemployment Reimburseents	-	2,922	15,963	4,346		15,000	-	15,000	100.00%
		243,350	285,492	211,511	218,466	198,493	328,700	305,780	362,900	15.74%
<b>Related Revenue Accounts</b>										
36891	Insurance Dividend	-	14,637	3,668	7,282	15,698	4,000	15,698	15,000	-4.65%
		-	14,637	3,668	7,282	15,698	4,000	15,698	15,000	-4.65%

## HUMAN RESOURCES STAFFING REQUEST



# RECORDERS OFFICE

## RECORDERS OFFICE

### Mission

**The mission of the Records office is to ensure the preservation and integrity of all official City records, provide accurate information and services in a professional manner, and maintain an effective records management system.**



### Goals and Objectives

The Goals and Objectives of the Records office continue to include raising the level of professional service as well as the level of transparency to the public. As part of the Administration Department, this office will continue the goals of Accuracy, Efficiency and Accountability. As records management for our City, the goal is to ensure information is accurately recorded, that we do so as efficiently as possible and that we are advocating our resident's needs. Our Deputy Recorder currently serves as President of the GSLCRA, serves on the education and welcoming committee for the UMCA.

The Recorder's Office continues to review daily processes to work towards streamlining procedures. The department is currently reviewing the cemetery rules and regulations to provide necessary adjustments, creating a policy for administering contracts, and will update the Candidates' Guide, and Newly Elected Officials Handbook to adhere to Herriman City Ordinance and State Statute as needed.

### Operational Expenses

The Recorder's Offices wishes to increase current servicing levels and has requested an increase to the budget. 2017-2018 is an election year, so the contracted amount not to exceed \$62,174.55 has been allocated to that line item.

### Seminars & Training

The recorder's office will be decreasing their costs for seminars and travel this fiscal year as they rotate conference attendance. The proposed budget allocation would allow for the City Recorder and Deputy Recorder to attend necessary trainings for continuing education. The benefits of attending seminars and trainings include networking opportunities, specialized education, enhancing professional skills, as well as being a part of a great resource center for City Clerks. The reduced costs for seminars and training will also reflect a reduction in travel expenses.

### Elections

2017-2018 is an election year so the contracted amount not to exceed \$62,174.55 has been allocated to this line item.



### Public Notices

The Recorder's Office is responsible for all legal notices and the number continues to rise each year. This office notices for Engineering, Planning, Community Development, Operations, Finance, Administration and Human Resources, in addition to any noticing required for City Council Meetings, Public Hearing and/or Planning Commission.

# RECORDERS OFFICE

## Passports

The U.S. Department of State has approved Herriman City to continue accepting passport applications for 2017. We received 2,445 passport applications and took 2,010 pictures during 2016. The popularity of the Passport Office continues to grow and we continue to work towards efficiencies in service. An increase of \$1,000 is requested to cover the increased cost of postage.



We have seen an influx of Passport applications and with the reduction of help from the Planning Division as the Business Licensing Clerks' hours have been reduced, we would like to request a part time position to help offset the additional burden that has been placed on the rest of the team. We would like to propose the part time position work Monday – Friday 12:00 – 4:00.



## Staffing

The recorder's office consists of a full-time Recorder, a full-time deputy recorder, and a full-time records clerk/passport technician.

The Passport office would like to request a part time position to help offset the additional burden that has been placed on the department. The position would work Monday – Friday 12:00 – 4:00 as the afternoon has the largest demand on the Passport Office.

## Capital Outlay

The Recorder's computer has needed to be replaced as challenges have increased. We propose a budget allocation to this item in an effort to fix recording issues with For The Record (FTR) and remote desktop connections during City Council meetings. The computer in the Council Chambers is utilized for City Council, Planning Commission, and Courts has presented increasing number of problems with overheating and unexpectedly shutting down. We request additional allocations to replace the computer for those reasons.

Throughout the upcoming year, the Recorder's Office will continue to revamp the LaserFische document retention files and push towards getting all past files scanned and filed. As each year passes, more public records are at risk of deteriorating or being misplaced. Getting everything scanned into our retention system and performing regular backups will not only prove beneficial for convenience, but it will allow us to free up physical space additionally.

We would like to request an additional line item for contracted services to allow for help with the transcription of City Council minutes as other demands have increased. We will also continue to review the way we perform our daily operations in the Recorder's Office. We will work towards streamlining procedures, eliminating redundancies as well as the use of unneeded paper and supplies. We will increase staff focus on the core operations of the department and a high level of professionalism while providing great service.

# RECORDERS OFFICE



		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Recorder</b>										
48001	Salaries & Wages	55,475	83,723	109,550	141,471	130,994	180,000	180,000	212,000	15.09%
48002	Payroll Burden	24,122	31,885	63,116	78,056	72,843	101,000	101,000	109,000	7.34%
48003	Overtime	-	-	70	1,321	828	1,500	1,500	1,500	0.00%
48005	Subscriptions/Memberships/Dues	645	1,022	-	560	1,307	3,000	2,000	2,000	0.00%
48012	Seminars & Training	960	1,310	790	1,394	1,940	3,375	3,375	2,000	-68.75%
48015	Travel & Accommodations	1,514	1,068	-	2,370	1,151	3,550	3,550	2,000	-77.50%
48027	Office Supplies	46	396	-	2,154	574	2,000	1,500	2,000	25.00%
48045	Employee Relations	-	-	-	82	25	185	185	185	0.00%
48170	Election	-	30,856	-	38,132			-	62,175	100.00%
48215	Public Notice	7,651	16,259	13,726	8,757	6,766	18,000	13,000	18,000	27.78%
48217	Codification Expense	5,071	2,703	3,689	4,491	2,662	5,500	5,500	5,500	0.00%
48220	Passports	-	-	3,366	7,070	6,349	6,500	6,500	7,500	13.33%
48225	Contracted Services							-	5,000	100.00%
48520	Capital Outlay	-	-	-		833	2,000	2,000	3,200	37.50%
		95,483	169,223	194,307	285,858	226,272	326,610	320,110	432,060	25.91%
<b>Related Revenue Accounts</b>										
36124	GRAMA Requests	993	298	379	336	145	300	300	300	0.00%
36895	Passport Revenue	-	-	29,013	75,458	76,953	70,000	85,000	90,000	5.56%
		993	298	29,392	75,794	77,098	70,300	85,300	90,300	5.54%

## RECORDERS OFFICE STAFFING INCREASE REQUEST



# FINANCE

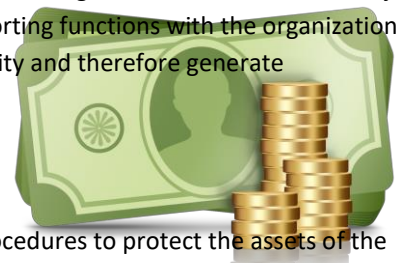
## FINANCE DEPARTMENT

### Mission

The Finance Department safeguards Herriman City's assets and supports operations by maintaining a fiscally sound organization that meets legal requirements and Generally Accepted Accounting Principles while controlling and reporting the financial resources. The department is putting great effort in making the finances of the City more understandable and requiring greater accountability from directors and managers regarding expenditures.

### Goals and Objectives

As we think about the goals for Finance it always comes back to confidence, can the City, the residents, the regulators and the creditors rely on the information that they receive from us. Finance walks the fine line between controlling funds while at the same time facilitating the efforts of the council and staff to fulfill their goals and functions. Our major goal for the current and coming fiscal year is to align all of our budgeting and reporting functions with the organizational structure established by the city council so that we have more defined responsibility and therefore generate accountability.



### Operational Expenditures

Throughout the current fiscal year we have been working hard on policies and procedures to protect the assets of the City. We have been focusing on separation of duties. In a small department it is sometimes difficult to make all of the separation preferred, however, a clear distinction has been made between the Treasurer functions and those of accounting. All cash handling functions have been separated from all accounting functions.

Our City Treasurer was appointed by the council in the fall of 2014, coming to us from the Administration Department. She has worked hard to learn the position and from the very beginning, recommended changes in processes to improve the systems that are in place.

The Finance Department annually prepares a Comprehensive Annual Financial Report (CAFR) for Herriman City. The CAFR represents the highest level of reporting recommended by the Government Finance Officers Association (GFOA) and the City received the GFOA Certificate of Achievement for Excellence in Financial Reporting program. We have again submitted the report for this past fiscal year and anxiously await the results along with the recommendation for further improvements. Our Finance Director currently serves as a reviewer in this program and while he will not be involved in our review it provides great insights into what others are doing and ways that we can improve. We will continue to pursue that award and the level of professionalism that is required.



This budget is being prepared in accordance with GFOA best practices in an effort to give the users of this report the information they need to form opinions as to its appropriateness. We have been awarded the Distinguished Budget award for our 2016 budget by the Government Finance Officers Association and we will continue to seek that designation on each succeeding budget.

We have also created Herriman City's Popular Annual Financial Report (PAFR) for the fiscal years 2015 and 2016. The PAFR attempts to put the complicated CAFR into layman's terms.




Our efforts in submitting to awards programs along with the annual audit is an effort to create the kind of confidence that we want to develop in the work that we do.

## Information Technology

Information technology in today's business world has become critical to overall success. We are working hard to make our system more reliable with more safeguards. We are working to make sure that we have a system that will operate effectively and with the least amount of maintenance and oversight. One of the ways that we are trying to accomplish this is to standardize as much as we can. New computers need to meet certain criteria to assure that operating systems, programs and equipment do not require new and different maintenance.



We have spent a great deal of time and effort during the current fiscal year that will continue into the new fiscal year designing the access controls, surveillance cameras, audio visual, wifi, phones and network components of the new City Hall. This will be a huge undertaking and will require a great deal of research and finding the right partners to help us accomplish this task in the best way. We have sought input from all of the managers regarding their needs and goals in this area. The project is expected to be completed about August 15 of this year.

 <b>Old Building</b> 2 Conference Rooms and the Council Chambers		 <b>New Building</b> 14 Conference Rooms, Community Room, Council Chamber, Council Work Room, and Court
	<b>Audio/Visual</b>	
None	<b>Surveillance Cameras</b>	26
7	<b>Access Control Doors</b>	44
2	<b>WiFi Access Points</b>	13 (plus 3 in the park)

During this year we have upgraded our backups and have expanded the amount of data that we are storing. We have been able to begin performing offsite backups daily. During FY2016 we were required to upgrade our switches in the network so that we have all managed switches. This addition has done much to stabilize our network.

Beginning with Fiscal Year 2016 the IT department no longer budgets to buy all of the computers in the city. The IT department will continue to purchase and install the computers but they will be paid from the individual department's budget in order to conform to our department goals requiring accountability except for the servers and network equipment. The same will be true of department cell

phones. When a department is allowed to acquire items for their use and charge to another department there is no accountability for the expenditure.



# FINANCE

## Staffing

The finance department currently has three employees, the finance director, a senior accountant and our treasurer. That level of staffing has remained steady for the last three years.

The information technology department has one full time technician and also contracts some technical work with Wazitech, a technology company that monitors and manages our network. This budget proposes an IT Tech I. As we move to the new city hall we will see a great deal of additional work load. The new building in comparison to the existing building will be a huge undertaking.



The following table shows the number of full time equivalent employees in the two departments

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017	FY 2017- 2018
<b>Finance</b>						
Director of Finance	20	1.00	0.80	0.80	0.80	0.80
City Treasurer	16	0.75	1.15	1.00	1.00	1.00
Senior Accountant	16		1.00	1.00	1.00	1.00
Finance Coordinator	14	0.85	-	-	-	-
		<u>2.60</u>	<u>2.95</u>	<u>2.80</u>	<u>2.80</u>	<u>2.80</u>
<b>Information Technology</b>						
IT Manager	20	0.50	0.20	0.20	0.20	0.20
It Tech III	14	1.25	1.00	1.00	1.00	1.00
IT Tech I	10	0.10	-	-	-	1.00
		<u>1.85</u>	<u>1.20</u>	<u>1.20</u>	<u>1.20</u>	<u>2.20</u>
<b>Total Finance</b>		<u>4.45</u>	<u>4.15</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>

# FINANCE

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>FINANCE</b>										
<b>Finance</b>										
50001	Salaries & Wages	160,515	-	245,045	223,271	171,042	225,000	225,000	238,000	5.78%
50002	Payroll Burden	69,146	-	107,553	98,854	82,663	102,000	102,000	107,000	4.90%
50003	Overtime	-	-	283	603	846	1,000	1,000	1,000	0.00%
50006	Subscriptions/Membership/Dues	-	-	740	1,120	1,380	2,500	1,380	1,200	-13.04%
50012	Seminars & Training	-	-	-	799	700		700	600	-14.29%
50015	Travel & Accomodations	-	-	-	822	2	1,500	500	1,000	100.00%
50018	Fuel	-	-	796	-					
50027	Office Supplies	-	-	-	155	522	250	522	400	-23.37%
50039	Printing	-	-	-	-	-	500	-	500	
50056	Cell Phone Expense	-	-	-	2,066	1,319	2,000	2,000	2,000	0.00%
50190	Credit Card Transaction Fees	30,019	33,817	53,719	79,843	59,254	60,000	80,000	85,000	6.25%
50340	Contracted Financial Services	45,986	41,263	10,933	22,535	21,321	25,000	25,000	25,000	0.00%
50520	Capital Outlay	-	-	-	-	-	1,500	1,500	1,500	0.00%
		305,665	75,079	419,069	430,069	339,050	421,250	439,602	463,200	5.37%
<b>Information Technology Systems</b>										
52001	Salaries & Wages	215,063	227,888	59,992	73,996	54,907	80,000	80,000	125,000	56.25%
52002	Burden	100,407	112,390	25,985	35,982	29,337	42,000	42,000	66,000	57.14%
52003	Overtime		496	-	206	270	1,000	1,000	1,500	50.00%
52012	Seminars & Training	3,231	6,439	2,574	1,390	1,103	1,500	1,500	1,500	0.00%
52015	Travel & Accomodations	1,489	750	5,552	936	844	2,500	2,000	1,000	-50.00%
52018	Fuel	1,915	2,209	472	68					
52021	Repairs & Maintenance - Auto	1,775	1,200	132		82		82		-100.00%
52024	Equipment	-	2	9		411		500	500	0.00%
52030	General Supplies	758	3,018	1,101	59	110	1,500	500	500	0.00%
52045	Employee Relations	503	627	-		-	225	225	225	0.00%
52055	Utilities - Telephone	13,225	17,639	17,056	14,330	12,592	13,000	13,000	13,000	0.00%
52056	Cell Phone Expense	36,661	41,370	41,373	2,791	7,109	4,000	6,000	6,000	0.00%
52063	Vehicle Lease	-	-	26,492		-	1,200	-	-	
52064	Vehicle Insurance	350	375	375				-	-	
52066	Clothing & Uniforms	553	753	679				-	-	
52120	County Website Access	787	360	892	1,337	1,401	1,200	1,600	1,200	-25.00%
52241	Security/Fire Alarm	720	660	750	780	572	800	800	800	0.00%
52260	Office Machines - Lease	25,369	19,098	25,996	33,037	21,365	27,000	30,000	45,000	50.00%
52275	Internet Expense	2,114	12,233	12,986	13,329	11,103	13,500	13,500	13,500	0.00%
52460	Service	6,210	-	-						
52461	Software Purchase	43,900	41,549	24,273	20,933	12,074	30,000	15,000	15,000	0.00%
52462	Software Licensing & Support	128,187	133,458	114,335	58,180	137,035	85,000	120,000	120,000	0.00%
52463	Computer - Purchase	8,901	31,429	36,540	10,028	8,700	20,000	20,000	20,000	0.00%
52464	Maintenance	72,588	93,704	101,134	58,418	48,829	75,000	50,000	45,000	-10.00%
52465	Administration	8,816	7,577	340	305	202	5,000	5,000	5,000	0.00%
52466	Capital Outlay	60,718	60,310	45,893	-	1,485	40,000	40,000	40,000	0.00%
		734,240	815,535	544,931	326,106	349,532	444,425	442,707	520,725	17.62%
<b>TOTAL FINANCE</b>		1,039,905	890,615	964,000	756,174	688,582	865,675	882,309	983,925	11.52%



# OPERATIONS

## OPERATIONS

### Mission

**Our Mission in the Operations Department is to keep the city moving. We aim to provide exceptional public service to the community while providing a safe, enjoyable place to live and work. Our vision is to be recognized by our customers as improving their efficiency and effectiveness through providing the highest level of service at the lowest possible cost.**

### Services Provided

The Street Light Department provides a variety of services to enhance the quality of life while providing safety and security for drivers and pedestrians of Herriman City. The department builds, designs, repairs and maintains over 2800 street lights and luminaires. We maintain and care for 41 meter cabinets and 167,040 feet of underground cable and wire along with managing installation and maintenance of 11 traffic signals. The Street Light Department also tracks and keeps inventory of all new street light orders for new development. The department takes care of after-hours and emergency services for all lighting, meter cabinets and electrical assets within the City's right of ways. This includes working with insurance agencies and individuals for reimbursement of damages. In December we brighten the Christmas season by hanging 150 Christmas decorations for the community to enjoy. Herriman High School also compensates the City for hanging banners that support their sporting teams.

The Facilities Department provides services to the community and city employees. We support other departments by maintaining the facilities they need. We are responsible for building and ground maintenance of facilities throughout the City. This includes, but is not limited to City Hall, restroom buildings, shops, pavilions and concessions. We take care of all custodial needs, heating and air conditioning, electrical, plumbing, dry wall and paint. Facilities manages all of the furniture, fixtures, décor, and we also take care of building rentals, inspect the facilities and take a proactive approach to maintenance.

The Fleet Department provides a wide range of services including: asset management services, fleet replacement planning, vehicle specification writing, coordination of vehicle purchases, new vehicle up-fitting, and used vehicle sales. The department also assists other department in lowering their fleet related costs by identifying inefficiencies like unneeded low use vehicles. Fleet fueling services including tracking all fuel purchases, parts and materials management, and maintenance and repair services. These services are tracked and performed by an in-house mechanic. The department also manages specialized services such as motor pool needs, driver instruction, CDL training, and truck wash services.

### Budget Increases

#### Facilities

The Facilities Department is very excited for the addition of the New City Hall Building. This building will streamline efficiencies and meet the cities needs for many years to come. With the addition of this building we will have the following increases to the budget.

#### **Emergency Power**

**\$8,628.00**

Maintenance agreement that covers Load Testing and Preventive Maintenance for one year \$5500.00. Fuel \$3000.00. Insurance for the Generator \$128.00

# OPERATIONS

## Equipment Maintenance \$6,250.00

Elevator Service and Inspections for two new elevators \$5250.00. Fire Alarm Service and Service for 25 Fire Extinguishers \$1000.00

## Equipment Purchase \$12,500.00

Misc. Furniture, Bulletin Boards \$3500.00. One computer work station for facility staff \$2500.00. Two Snow Blowers \$4000.00 and a large Vacuum \$2500.00.

## Building Maintenance \$10,575.00

Lock cylinders, hardware kits and supplies \$1875.00. Additional signs and name plates \$200.00. Ice Melt to maintain sidewalks \$5000.00. Concrete sealer \$1500.00. Misc. unforeseen items \$2000.00.

## Cleaning Supplies \$3,600.00

This is for consumable paper goods, trash liners, and hand soaps.

## Contracted Services \$89,520.00

This line covers, contract cleaning services \$65000.00, additional first aid cabinets and AED stations \$9420.00, shredding and document disposal \$1200.00, Linen Services \$4500.00, Pest Control Services \$700.00 and \$8700.00 for carpet cleaning and window cleaning.

## Utilities \$114,500.00

Estimated cost of utilities for the new building; Sewer \$2000.00, Electricity \$78500.00, Natural Gas \$18500.00, and Water \$15500.00.

## Building Insurance \$22,000.00

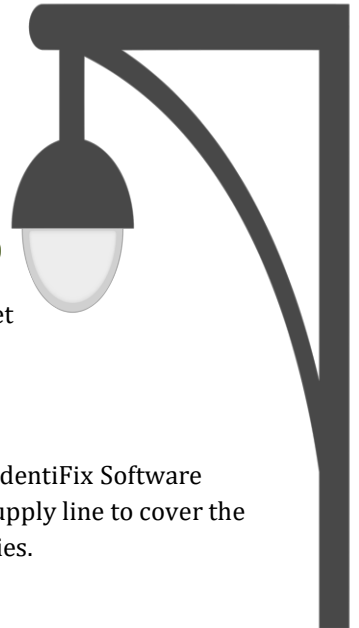
This covers the building and the contents.

## New City Hall Total \$267,573.00

The operating and maintenance costs will need to remain in the budget for the current building until a decision is made regarding its use.

### Fleet

The Fleet Budget is remaining fairly flat. We transferred Computer Equipment and IdentiFix Software (\$2950.00) from CO Equipment line to Office Supplies. We also increased General Supply line to cover the cost of Aware GPS and some increased cost with vehicle and equipment wash supplies.



# OPERATIONS

## Street Lights

There is an increase of \$16600.00 in electricity costs is due to 464 additional lights. Likewise, there is an increase in Contracted Services of \$5800.00 to cover the maintenance of two future Traffic Signals. We have been experiencing an increase in the number of street lights being hit or damaged, so we need to increase the Light Replacement line by \$8000.00. We will also need to increase the Overtime line by \$1000.00 due to hit and damaged lights. Finally we have designed a six year plan to replace the aluminum poles that are failing. To accomplish this we need \$55000.00 per year in CO Projects for the next six years.

The following table shows the changes in staffing levels in the operations division.

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017	FY 2017- 2018
<b>Operations</b>						
Director of Operations	19	1.00	1.00	1.00	1.00	1.00
Operations Coordinator	13	1.10	1.05	1.00	1.00	1.00
		<u>2.10</u>	<u>2.05</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>Facilities</b>						
Facilities Tech III	13	0.90	2.00	2.00	2.00	2.00
Custodian II	12	0.50	0.75	0.75	0.75	-
		<u>1.40</u>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>	<u>2.00</u>
<b>Fleet</b>						
Fleet Coordinator	13	1.00	1.00	0.05		1.00
Mechanic Tech III	13	0.25	1.00	1.00	1.00	1.00
Parts Tech	11		0.10	0.75	1.25	1.00
		<u>1.25</u>	<u>2.10</u>	<u>1.80</u>	<u>2.25</u>	<u>3.00</u>
<b>Streets</b>						
Streets Manager	16	1.00	1.00	1.00	1.00	1.00
Streets Foreman	13	-	1.05	1.00	1.10	1.00
Streets Tech III	13	0.65	2.30	3.00	3.00	3.00
Streets Tech II	12	1.05	-	-	-	2.00
Streets Tech I	11	4.60	2.05	4.00	6.85	3.00
		<u>7.30</u>	<u>6.40</u>	<u>9.00</u>	<u>11.95</u>	<u>10.00</u>
<b>Street Lights</b>						
Street Lights Foreman	14	-	-	-	-	1.00
Street Lights Tech III/Lead	13	-	1.05	1.05	1.05	1.00
Street Lights Tech II	12	1.20	1.05	1.05	1.05	-
Street Lights Tech I	11	1.03	-	-	-	-
		<u>2.23</u>	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	<u>2.00</u>
		<u>14.28</u>	<u>15.40</u>	<u>17.65</u>	<u>21.05</u>	<u>19.00</u>



FACILITIES DEPARTMENT



FLEET DEPARTMENT



STREETS DEPARTMENT



STREETLIGHTS DEPT.

# OPERATIONS

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Facilities</b>										
60001	Salaries & Wages	98,757	131,080	163,204	168,542	113,682	187,400	187,400	190,000	1.37%
60002	Payroll Burden	38,854	54,481	81,518	85,378	61,443	92,000	92,000	96,000	4.17%
60003	Overtime/On Call	589	1,464	2,556	1,778	1,143	2,500	2,500	2,500	0.00%
60009	Dues, Licenses & Certifications	-	300	263	150	263	350	350	350	0.00%
60012	Seminars & Training	469	11	650	509	430	1,150	1,150	1,250	8.00%
60018	Fuel	2,394	2,538	2,085	1,758	1,014	3,500	3,500	6,500	46.15%
60021	Repairs & Maintenance-Auto	1,412	1,134	517	558	190	1,500	1,500	1,500	0.00%
60024	Repairs & Maintenance-Equipment	6,963	3,980	7,897	11,453	2,617	10,500	10,500	22,000	52.27%
60027	Office Supplies	-	15	201		67		67	-	#DIV/0!
60030	General Supplies	24,417	5,786	6,122	3,780	3,268	6,000	6,000	15,075	60.20%
60031	Janitorial Supplies	23,403	23,072	14,496	23,935	837	22,000	22,000	31,600	30.38%
60033	Tool-Allowance	-	360	305	551	409	600	600	6,000	90.00%
60036	Tool-Purchase	412	2,184	1,173	377	214	1,500	1,500	1,500	0.00%
60045	Employee Relations	355	379	606	452	106	525	525	375	-40.00%
60050	Utilities-Sewer	383	518	410	425	307	550	550	2,550	78.43%
60051	Utilities-Electric	20,727	21,189	23,193	22,887	16,523	24,500	24,500	103,000	76.21%
60052	Utilities-Natural Gas	3,543	3,464	3,404	3,511	2,891	5,000	5,000	23,500	78.72%
60053	Utilities-Sanitation	1,080	1,080	1,296	1,296	864	1,600	1,600	3,200	50.00%
60054	Utilities-Water	-	-	895	830	-	4,500	4,500	20,000	77.50%
60055	Utilities-Telephone	-	-	-	4,000	1,933	2,000	2,000	2,700	25.93%
60061	Contracted Services	11,944	9,584	13,075	14,529	19,856	27,100	27,100	120,000	77.42%
60063	Vehicle Lease	-	54,665	-	18,360	18,360	9,800	18,360	9,800	-87.35%
60064	Vehicle Insurance	450	542	881	770	814	900	900	1,100	18.18%
60065	Building Insurance	9,608	13,012	15,166	15,500	15,744	15,500	15,744	37,500	58.02%
60066	Clothing & Uniforms	925	1,032	914	830	758	1,100	1,100	1,100	0.00%
60070	Utility Audit Reimbursements	19,869	7,078	3,545	2,660	271	8,500	8,500	8,500	0.00%
60535	C.O. Equipment (over \$1000)	-	14,643	18,454	10,618	3,722	13,500	10,000	15,500	35.48%
		266,553	353,591	362,826	395,439	267,726	444,075	449,446	723,100	37.84%
<b>Related Revenue Accounts</b>										
36120	Building Rental	2,625	2,375	2,500	3,175	2,700	2,500	3,000	3,500	14.29%
		2,625	2,375	2,500	3,175	2,700	2,500	3,000	3,500	14.29%

# OPERATIONS

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Fleet Management</b>										
63001	Salaries & Wages	96,032	104,728	106,268	102,773	91,511	110,000	110,000	147,000	25.17%
63002	Payroll Burden	45,513	50,412	57,903	50,677	49,128	57,000	57,000	67,000	14.93%
63003	Overtime	1,069	-	-	-	-	500	500	500	0.00%
63006	Subscriptions, Membership, Dues	168	157	161	170	170	350	350	350	0.00%
63012	Seminars & Training	705	843	285	290	-	1,000	1,000	1,000	0.00%
63015	Travel & Accommodations	-	234	-	-	-	300	300	300	0.00%
63018	Fuel	3,036	3,222	1,737	2,114	1,481	4,000	4,000	4,000	0.00%
63021	Repairs & Maintenance - Auto	859	1,329	5,040	1,119	982	1,500	1,500	1,500	0.00%
63024	Repairs & Maintenance - Equip	812	137	1,596	1,394	559	1,500	1,500	1,500	0.00%
63027	Office Supplies	20	-	-	2,812	-	-	-	2,950	100.00%
63030	General Supplies	5,950	5,895	4,797	6,425	8,629	6,000	9,000	9,200	2.17%
63036	Mechanic Tool Allowance	531	577	600	577	461	600	600	600	0.00%
63045	Employee Relations	61	137	195	192	91	225	225	225	0.00%
63056	Cell Phones	-	-	-	-	890	975	975	1,150	15.22%
63063	Vehicle Lease	-	-	-	-	-	-	-	75,160	100.00%
63064	Vehicle Insurance	1,100	792	1,053	1,070	1,131	1,250	1,250	1,250	0.00%
63066	Clothing & Uniforms	127	344	484	316	287	830	830	1,140	27.19%
63550	Contingency Repairs	2,818	5,622	1,095	2,510	-	10,000	10,000	10,000	0.00%
63555	CO Equipment	-	-	-	12,420	-	14,000	14,000	11,000	-27.27%
		158,799	174,429	181,214	184,858	155,322	210,030	213,030	335,825	36.57%
<b>Street Lights</b>										
70001	Salaries & Wages	95,664	105,171	110,695	114,158	93,436	125,000	125,000	127,000	1.57%
70002	Payroll Burden	35,365	46,694	48,271	53,458	50,732	60,000	60,000	60,000	0.00%
70003	Overtime	1,294	1,847	564	925	145	2,000	2,000	3,000	33.33%
70006	Subscriptions, Membership, Dues	280	350	225	362	18	350	350	450	22.22%
70012	Seminars & Training	199	955	-	1,400	345	1,500	1,500	1,500	0.00%
70018	Fuel	8,996	6,375	3,912	3,423	1,978	6,500	4,500	6,500	30.77%
70021	Repairs & Maintenance - Auto	7,537	4,723	3,591	3,431	1,418	6,000	4,000	6,000	33.33%
70024	Repairs & Maintenance - Equip	134	7	873	39	1,128	500	1,300	500	-160.00%
70030	General Supplies	201	362	785	497	452	500	500	500	0.00%
70036	Tools - Purchase	916	991	1,624	42	113	1,000	1,000	1,000	0.00%
70045	Employee Relations	113	179	74	179	80	225	225	225	0.00%
70051	Utilities Electric	113,151	133,670	125,424	133,335	105,773	141,000	141,000	157,600	
70056	Cell Phone Expense	-	-	-	1,258	967	1,300	1,300	1,800	27.78%
70061	Contracted Services SL County	26,591	32,782	25,880	26,748	16,023	31,800	31,800	37,600	15.43%
70063	Vehicle Lease	29,131	12,286	8,940	68,533	50,406	-	-	-	
70064	Vehicle Insurance	1,600	1,642	1,500	1,712	1,809	2,002	2,002	2,100	4.67%
70066	Clothing & Uniforms	276	765	892	763	574	1,090	1,090	1,090	0.00%
70151	Lights - Replacement	10,193	12,721	19,203	21,982	30,782	20,000	25,000	28,000	10.71%
70160	Lights - Repairs	16,203	15,760	20,887	19,034	4,174	20,000	20,000	20,000	0.00%
Capital Outlay								-	55,000	100.00%
		347,845	377,279	373,340	451,279	360,352	420,767	422,567	509,865	17.12%

# OPERATIONS

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Enforcement/Emergency Services</b>										
62001	Salaries & Wages	5,400	6,643	5,089	405	155	1,500	1,500	1,500	0.00%
62002	Payroll Burden	1,887	2,383	2,111	306	65	500	500	500	0.00%
62018	Fuel	243	-	-		12		12	-	
62021	Repairs & Maintenance - Auto	205	83	578		-		-	-	
62030	General Supplies	-	125	-		-		-	-	
62262	SL County Animal Control	184,732	200,096	169,312	203,172	177,780	213,000	213,000	232,308	8.31%
62264	BE READY HERRIMAN	2,528	1,912	2,801	2,443	51	3,000	3,000	3,500	14.29%
62275	Emergency Management	20,422	24,248	5,907	28,784	1,592	30,146	30,146	20,000	-50.73%
62276	Herriman Fire Expense	7,383	-	-		-		-	-	
62277	E911 Telephone Tax	-	104,655	152,701	155,773	129,069	160,000	160,000	160,000	0.00%
62280	Flood Mitigation Costs	69,589	-	-		-		-	-	
62282	EWP 25% Match	7,350	-	-				-	-	
		299,738	340,145	338,499	390,883	308,724	408,146	408,158	417,808	2.31%





# OPERATIONS - Streets

## STREETS DEPARTMENT

### Mission

The streets department provides a wide range of services to the residents of Herriman City including:

- Storm Drain maintenance and cleaning
- Road surface patching and preservation
- Roadside weed control
- Sidewalk, Curb and Gutter maintenance
- Street Sign installation and repair
- Street Sweeping
- Snow Removal
- Storm Water management

The City's Storm Drain system consists of 386,964 linear feet of pipe varying from 12" to 72". There are 4,090 Storm Drain related structures throughout the City such as in-lets, clean-outs, catch basins and detention/retention ponds.

The City maintained roads amount to 273.8 lane miles. City sidewalks amount to 192.6 miles and are maintained to current ADA standards. There are 2,946 City owned street signs installed and maintained to

current MUTCD standards. In addition to street sweeping that is performed regularly, our street crews perform crack sealing, pot hole patching, pavement repair, shoulder maintenance and snow removal as part of their efforts to enhance the safety of our residents and the quality of our community.

It is the Street Departments goal to provide adequate safe, efficient travel year round for both vehicle and pedestrian traffic within the entire road right of way.



# OPERATIONS - Streets



	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Street Maintenance</b>									
65001 Salaries & Wages	205,159	209,467	212,711	246,556	188,645	270,000	270,000	282,000	4.26%
65002 Payroll Burden	98,172	112,174	105,725	130,489	99,649	121,000	121,000	114,000	-6.14%
65003 Overtime	1,972	4,027	830	1,323	317	4,500	4,500	4,500	0.00%
65009 Dues, Licenses & Certification	508	157	614	450	301	850	850	950	10.53%
65012 Seminars & Training	1,509	1,831	1,458	1,295	1,090	2,200	2,200	2,200	0.00%
65015 Travel & Accomodations	676	2,421	804	1,153	-	1,900	1,900	1,900	0.00%
65018 Fuel	35,091	34,942	18,297	16,492	10,469	24,000	22,000	24,000	8.33%
65021 Repairs & Maintenance-Auto	10,025	13,641	10,766	13,100	8,961	16,500	15,000	16,500	9.09%
65024 Repairs & Maintenance-Equip	8,166	8,487	3,990	12,762	10,265	18,000	16,000	18,000	11.11%
65030 General Supplies	35,098	40,359	39,825	38,706	12,237	40,000	40,000	41,500	3.61%
65036 Tool, Purchase	2,180	3,959	9,280	2,963	2,061	6,600	6,600	6,000	-10.00%
65045 Employee Relations	618	665	390	769	550	1,000	900	950	5.26%
65054 School Zone Maintenance	-	-	33,758	-	-	-	-	-	-
65056 Cell Phone Expense	-	-	-	4,104	3,977	4,300	4,300	4,999	13.98%
65063 Vehicle Lease	38,289	6,185	47,574	6,007	10,056	521,117	283,100	282,107	-0.35%
65064 Vehicle Insurance	6,981	7,312	6,614	6,498	6,867	6,741	6,867	7,880	12.86%
65066 Clothing & Uniforms	3,283	3,734	4,024	3,197	2,647	5,240	5,240	5,770	9.19%
65145 Spring/Fall Cleanup	16,299	3,500	20,931	24,793	2,500	22,000	22,000	24,800	11.29%
65240 Maint, Material & Services	82,326	128,829	110,907	109,020	21,683	130,000	130,000	146,500	11.26%
65270 Road Improvments	13,491	2,710	12,493	10,509	6,939	15,000	15,000	15,000	0.00%
65275 Crack Seal/Chip Seal	118,188	241,251	484,365	492,407	446,537	500,000	500,000	512,501	2.44%
65280 Small Repairs	28,242	16,434	17,256	24,385	32,890	20,000	33,000	20,000	-65.00%
65566 CO Equipment	54,648	58,135	14,113	-	-	-	5,000	4,300	-16.28%
65610 Backhoe/Mini X Lease	26,225	8,400	8,400	8,400	2,800	8,400	8,400	8,400	0.00%
	787,147	908,620	1,165,125	1,155,377	871,442	1,739,348	1,513,857	1,544,757	15.44%
<b>Snow Removal</b>									
66001 Salaries & Wages	11,653	20,027	12,736	25,722	18,190	25,000	25,000	25,000	0.00%
66002 Payroll Burden	11,054	13,182	3,669	21,855	20,985	20,000	20,000	20,000	0.00%
66003 Overtime	11,042	8,835	4,674	18,900	21,077	25,000	25,000	25,000	0.00%
66131 Salt	35,706	46,250	10,557	53,192	64,113	62,300	62,300	83,500	25.39%
66132 Repairs & Maintenance - Equip	17,410	12,479	8,918	16,089	24,856	27,000	27,000	25,000	-8.00%
	86,864	100,773	40,554	135,758	149,221	159,300	159,300	178,500	17.39%



# OPERATIONS - Streets

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Storm Drain Maintenance</b>										
68001	Salaries & Wages	86,162	81,781	87,661	88,137	61,686	105,000	105,000	109,000	3.67%
68002	Payroll Burden	40,418	40,147	41,414	39,852	26,629	53,000	53,000	35,000	-51.43%
68003	Overtime	-	149	2,274	773		5,000	5,000	5,000	0.00%
68009	Dues, Licenses & Certification	-	-	1,200				-	-	
68012	Seminars & Training	20	-	128			500	500	1,000	50.00%
68018	Fuel	14,159	11,386	7,420	9,626	7,173	10,000	10,000	12,000	16.67%
68021	Repairs & Maintenance - Auto	3,404	5,411	3,395	7,374	4,166	6,000	6,000	6,000	0.00%
68024	Repairs & Maintenance - Equip	6,518	9,739	8,904	11,858	8,061	11,000	11,000	12,000	8.33%
68030	General Supplies	2,349	3,178	2,264	3,363	4,105	4,000	4,300	5,000	14.00%
68036	Tool - Purchase	236	57	234		299	1,000	1,000	1,000	0.00%
68053	Utilities - Sanitation	475	501	602	502	452	700	700	700	0.00%
68063	Vehicle Lease	3,595	3,549	488	3,037		3,037	3,037	43,763	93.06%
68064	Vehicle Insurance	2,922	2,634	2,569	2,739	2,895	4,064	4,064	4,349	
68100	Emergency Repairs	1,952	-	742	-	129	5,000	5,000	5,000	0.00%
68120	Small Projects	2,082	2,281	14,764	2,907	923	8,000	8,000	7,000	-14.29%
68121	Sweeper Dumping	-	-	2,000	6,000	3,792	10,000	10,000	10,000	0.00%
68122	Container Hauling	-	-	-	2,500		6,000	6,000	6,000	0.00%
68261	Lease - Backhoe	1,400	1,400	1,400	1,400		1,400	1,400	1,400	0.00%
		165,693	162,213	177,459	180,069	120,310	233,701	234,001	264,212	11.43%
<b>Street Signs</b>										
69001	Salaries & Wages	34,433	36,890	42,202	42,345	40,104	62,500	62,500	62,000	-0.81%
69002	Payroll Burden	16,528	18,036	19,954	18,796	17,319	31,000	31,000	18,000	-72.22%
69003	Overtime	-	-	-			2,000	2,000	2,000	0.00%
69012	Seminars & Training	-	65	90			150	150	200	25.00%
69018	Fuel	3,279	2,942	1,953	2,054	1,354	3,000	3,000	2,200	-36.36%
69021	Repairs & Maintenance - Auto	2,623	457	799	1,142	1,791	3,500	3,500	4,500	22.22%
69024	Repairs & Maintenance - Equip	7	2	391	-	741		741	800	7.38%
69036	Tools - Purchase	457	358	497	-	329	800	329	800	58.88%
69061	Contracted Services	223	(223)	-	-			-	-	
69063	Vehicle Lease	-	-	163	1,012		1,012	1,012	1,012	
69064	Vehicle Insurance	420	430	439	395	418	462	462	462	0.00%
69150	New Sign Installation	13,045	4,265	17,877	2,947	3,331	20,000	20,000	15,000	-33.33%
69155	Replacement Signs	5,514	5,836	9,504	12,070	12,084	9,000	9,000	14,000	35.71%
69160	Damaged Signs	234	650	-	1,089	2	2,500	2,500	2,500	0.00%
		76,762	69,708	93,869	81,849	77,472	135,924	136,194	123,474	-10.30%



# PARKS, RECREATION AND EVENTS

## PARKS RECREATIONS AND EVENTS

The following table shows the changes in staffing levels in the parks recreation and events division.

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017	FY 2017- 2018
<b>Parks Recreation and Events</b>						
<b>Events</b>						
Director of Parks Recreation and Events	18	-	-	-	-	1.00
Events Manager	16	1.00	1.00	1.00	1.00	1.00
Events Coordinator	13	-	-	-	1.00	1.00
Events Tech III	12	-	1.05	1.00	1.00	1.00
Events Tech II	11	2.25	1.00	1.00	1.00	1.00
Events Tech I	10	0.75	1.75	2.50	1.75	2.00
Food/Events Tech I	9	1.50	1.60	1.75	1.60	1.06
		<u>5.50</u>	<u>6.40</u>	<u>7.25</u>	<u>7.35</u>	<u>8.06</u>
<b>Parks</b>						
Parks Manager	16	1.00	1.00	1.00	1.00	1.00
Park Lead	13	0.85	1.05	1.00	1.00	1.00
Parks Tech III	13	1.00	-	-	-	-
Parks Tech II	12	3.25	6.70	6.30	6.25	7.00
Parks Tech I	11	4.55	4.05	3.65	6.20	4.00
Parks Secretary	10	0.30	0.70	0.55	0.50	0.50
Work Release Lead	13	1.00	1.05	1.00	1.00	1.00
		<u>11.95</u>	<u>14.55</u>	<u>13.50</u>	<u>15.95</u>	<u>14.50</u>
<b>Total Operations</b>		<u>17.45</u>	<u>20.95</u>	<u>20.75</u>	<u>23.30</u>	<u>22.56</u>

## EVENTS AND RECREATION

### Mission

The Herriman City Events and Recreation Department strives to enrich the quality of life for the residents and guests of Herriman City by providing events and activities of all types. It is through these endeavors that we work diligently to keep the history and culture of Herriman alive.

### Our Events and Recreation objectives include:

- Assisting the growth of economic development by drawing residents and guests to exciting events and activities
- Providing efficient and courteous service to all visitors
- Engaging the community through opportunities for civic engagement and program participation
- Utilizing multiple media platforms to communicate event and recreation information in a clear and effective way
- Implementing feedback mechanisms to constantly improve services
- Improvement of quality of life for residents and guests through innovative events and leisure opportunities

### Services Provided:

The Events and Recreation Division is responsible for planning and implementing City sponsored, Co-sponsored and Special Events. The Division provides support for and facilitates community volunteer groups, manages park and field reservations for 11 community parks and supports youth sports and recreation leagues and various committees.

### Operational expenditures

- **Herriman Enduro Challenge** *August 11-12, 2017*  
This event has been a community favorite since 2012. W&M Butterfield Equestrian Park is turned into an intricate race course filled with obstacles that include boulders, rock fields, poles, sand, jumps and more, built by our very own Herriman City Staff. This event has been a huge success from the start, entertaining about 4000 spectators and catering to our active community.

# PARKS, RECREATION AND EVENTS

- **Cinema in the Park** *August 7, 2017; June 2018*  
An evening for families, friends and neighbors to enjoy a movie under the stars in one of our beautiful parks!
- **Senior Citizen Social** *September 2017*  
Held each September. This delightful event provides an opportunity for Seniors to reacquaint with old friends and make new ones, tell old stories of times gone by while enjoying a delightful meal and entertainment.
- **Pumpkin Festival** *October 16, 2017*  
The ghosts, goblins and little monsters all come out of hiding for a costume contest, candy, prizes and free activities for kids.
- **Season of Lights** *November 27, 2017 – January 2, 2018*  
This was a new event for 2017. Herriman Towne Center will be transformed into a holiday wonderland full of twinkling lights, ice skating and much more. Season of Lights will kick off on Monday, November 27, 2017 with an annual tree lighting ceremony, a free concert, a visit from Santa Claus, games and activities and much more!
- **Basket Bash** *March 24, 2018*  
The city has operated an Easter Egg Hunt since 2003. The Basket Bash provides a safe, seasonal based, activity for children 12 and under of all abilities. Activities include Egg & Candy Hunt, photograph opportunities with the Easter Bunny and Food Trucks.
- **Community Fishing** *Monday Evenings April - May 2018*  
This recreational program developed in 2007 and is held at the Cove at Herriman Springs. The DWR's Urban Fishing Program is available for children ages 6 to 13. This six-week program utilizes volunteer instructors to teach children and their families the fundamentals of fishing. Our hope is that all involved will continue to have a love and respect for the outdoors as well as fishing.
- **Pedal Palooza** *May 2018*  
This is an annual youth bicycle safety event held in coordination with Healthy Herriman. During this event, trained volunteers inspect and replace unsafe helmets for free. Unified Police and Unified Fire assist with a bike rodeo where participants are taught about bicycle safety. All who attend have the chance to win a brand new bike.
- **Memorial Day Breakfast and Ceremony** *May 28th, 2018*  
The breakfast and ceremony are traditional events rooted in Herriman's history. Each year over 1000 citizens enjoy breakfast at Main Street Park followed by a **Memorial Day Ceremony** at the Herriman Cemetery which recognizes those who have served so faithfully in the name of our country and freedom.
- **Fort Herriman PRCA Rodeo** *June 1-2, 2018*  
The rodeo began in Herriman in 2006 and is still going strong today. Cowboys and cowgirls from across the country come to thrill and entertain our community with rodeo traditions that have stood the test of time. The Rodeo includes a "Kiddie Korral" and "Special Needs Roundup" where individuals with special needs have the opportunity to experience rodeo activities first hand.
- **Fort Herriman Days** *June 21-23, 2018*  
This is our largest community event! Some of the excitement you can experience during the three day event includes a family friendly entertainment and exciting activities capped off by a free concert and one of the best fireworks shows in the valley. There's something for everyone at Fort Herriman Days!

## Community Volunteer Group Sponsored Events

The Events and Recreation Division supports many of the volunteer committees within the city. Each committee provides a unique and valuable service to the community.

- The **Herriman Arts Council** provides residents with opportunities to experience the arts through a variety of successful events and activities including an annual summer musical, a Children's Workshop, the Valentine's Cabaret, Herriman Live Talent Show, Holiday Concerts, the Miss Herriman Pageant and much more.

# PARKS, RECREATION AND EVENTS

- **Healthy Herriman** works to provide outreach and information for a Healthier Herriman! The Healthy Herriman Committee coordinates Pedal Palooza, contributes health related articles to the City Newsletter and provides exciting summer activities for kids.

## Community Service

Volunteer coordination is an important part of the Event and Recreation Division. Staff work closely with hundreds of volunteers each year to further civic engagement and community pride. We work with each individual or group to plan and implement projects that meet their goals and instill a sense of fulfillment.

## Special Events

- The Events and Recreation Division schedules **Special Events** throughout the City. Events staff coordinate with other City Departments, Unified Police Department, Unified Fire Authority, Salt Lake County Health Department, and various other entities to ensure our citizens can conduct their own safe and successful events. Special Events include Fundraisers, Runs, Bicycle Races, Neighborhood or Block Parties, Concerts, Rodeos, Horse Shows, Company Parties, Weddings, and much more.

## Youth Recreation and Sport Leagues

- The Events and Recreation Division works directly with youth sports leagues to schedule fields, facilitate registrations and board meetings and to calendar sport tournaments. We also work diligently with the youth leagues in cleaning and caring for the facilities they use.

## Park Gazebo and Facility Rentals

- The Events and Recreation Division schedules all gazebos, fields, arenas, and other facilities reservations throughout the City. The Events Staff also works closely with the Parks Department to ensure that facilities are in good condition and cleaned ready for use.

## Blackridge Reservoir

- The Events and Recreation Division provides staff at Blackridge Reservoir seven days a week during the summer beach season. Staff provides a presence within the park by providing concessions, maintenance and housekeeping services.

## Event Concessions

- The Events and Recreation Department staffs and provides concessions at W & M Butterfield Park and Blackridge Reservoir during City and approved Special Events.

## Holiday Decorations

- Holiday decorations are a community favorite. The Events and Recreation Division builds, maintains and coordinates the display and removal of all holiday decorations within the city.

## Staffing

- The Herriman City Events and Recreation Division consists of five full time employees and one part-time employees for year round activities and events. Additionally, 20 seasonal employees assist with concessions, maintenance and housekeeping at Blackridge Reservoir, W & M Butterfield Park and the new Herriman Towne Center Ice Loop.

- **Training and conference fees**

Events and Recreation is an ever evolving field, which requires employees stay current with new trends and ideas as well as network with those around us. Memberships in state and national organizations provide outstanding opportunities for staff to broaden their horizons, network with peers and bring new ideas and resources to Herriman City.

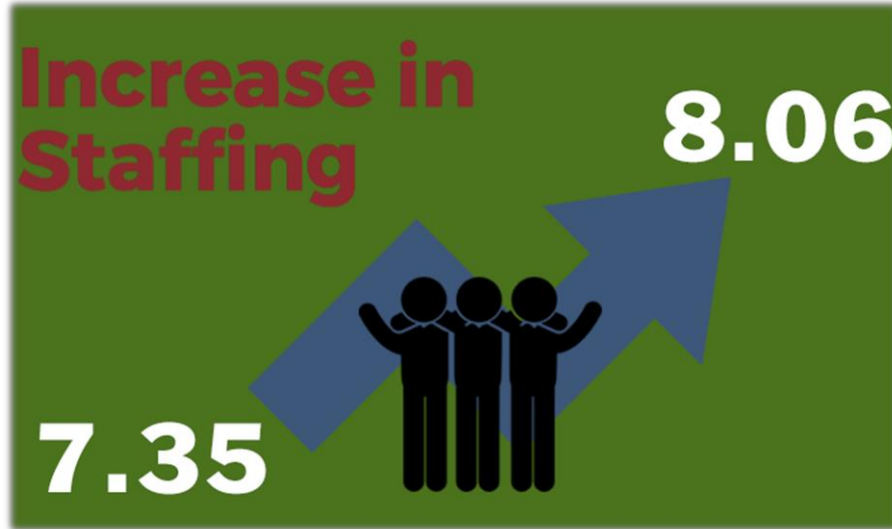




## PARKS, RECREATION AND EVENTS

### Budget increase/decrease request

An increase in seasonal employee hours are requested to support the new Herriman Towne Center Ice Loop. Additional funding is requested to support new events at Herriman Towne Center, Volunteer program and increased training opportunities for staff.



## Revenue and Sponsorships

The Events and Recreation Division recognizes the need of sponsorships and additional revenue sources. We work year round to maintain good relations with local and area business leaders as well as individual donors. Event Staff manages sponsors throughout the year. This includes monetary donations as well as in-kind opportunities. Our desire is to maintain and grow our sponsorship program to continue to keep the financial costs reasonable for our citizens.



# PARKS, RECREATION AND EVENTS

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Community Events &amp; Recreation</b>										
72001	Salaries & Wages	194,319	222,375	244,968	264,377	202,115	310,000	310,000	297,000	-4.38%
72002	Payroll Burden	81,937	77,127	110,273	118,184	104,905	125,000	125,000	140,000	10.71%
72003	Overtime	3,141	5,098	18,353	10,968	15,873	34,500	34,500	15,000	-130.00%
72005	Parks Recreation & Events							-	4,000	
72006	Subscriptions, Membership, Dues	-	349	114	773	522	1,010	1,010	475	-112.63%
72009	Licenses & Dues	-	1,485	845	1,197	231	1,300	500	4,150	87.95%
72012	Seminars & Training	-	135	505	659	1,450	910	860	3,460	75.14%
72015	Travel & Accomodations	-	-	-	12	1,256	750	850	4,800	82.29%
72018	Fuel	2,698	2,791	1,333	1,595	850	2,100	1,800	2,400	25.00%
72021	Repairs & Maintenance - Auto	3,454	423	642	257	392	1,620	1,620	3,500	53.71%
72024	Repairs & Maintenance - Equip	599	2,368	1,227	954	865	2,800	2,800	3,300	15.15%
72027	Office Supplies	193	147	251	784	492	700	700	1,500	53.33%
72033	Equipment Purchase	16	3,786	2,772	2,291	5,820	6,000	3,000	11,000	
72045	Employee Relations	-	608	461	287	489	663	588	938	37.31%
72056	Cell Phone Expense	-	-	-	5,019	4,850	5,000	6,041	6,054	0.21%
72063	Vehicle Lease	22,581	7,201	7,201	7,201	-		9,095	6,883	-32.14%
72064	Vehicle Insurance	1,044	625	1,003	891	942	1,041	1,041	1,041	0.00%
72066	Clothing & Uniforms	454	1,510	1,458	1,523	1,479	3,360	3,140	3,840	18.23%
72102	Concessions Equipment	212	-	3,030	761	945	2,500	2,500	-	
72103	Concessions Food	23,278	25,057	21,872	24,025	3,190	26,500	26,500	16,600	
72104	Concessions Blackridge	2,870	1,016	3,024	3,177	1,777	5,000	5,000	5,000	0.00%
72151	Other City Events	24,839	16,804	15,479	30,961	23,893	37,000	37,000	46,680	20.74%
72165	Christmas Decorations	13,549	13,465	3,403	13,487	1,135	15,000	15,000	20,000	25.00%
72175	Fort Herriman Days Festivities	87,851	59,351	60,529	45,376	10,664	60,000	60,000	60,000	0.00%
72180	Herriman City Float	14,020	8,625	7,841	7,238	6,000	13,000	13,000	10,000	-30.00%
72185	Enduro Challenge	-	24,021	22,632	304	27,021	36,000	36,000	36,275	0.76%
72196	PRCA Rodeo	57,859	60,492	60,871	58,859	2,021	66,000	66,000	65,400	-0.92%
72300	County Fair Booth	112	-	-		-	-	-	-	
	Town Center Ice Skating						-	-	36,100	
	Volunteers						-	-	6,600	100.00%
72306	SR Citizen Redevelopment	1,554	1,941	1,987	2,570	1,857	2,400	2,000	3,800	47.37%
		536,580	536,799	592,074	603,728	421,035	760,154	765,545	815,796	6.16%
<b>Related Revenue Accounts</b>										
36697	Sponsorship - Enduro	-	9,250	3,000	2,500	2,000	-	2,000	2,000	0.00%
36699	Sponsorship - Arts Choir/Orchestra	342	1,490	1,000	1,650	1,400	1,000	1,400	1,400	0.00%
36700	Sponsorship - Ft Herriman Rodeo	-	125	-	(1,380)		-	-	-	
36701	Sponsorship - Ft Herriman Days	20,277	12,625	10,750	8,625	2,000	15,000	15,000	15,000	0.00%
36702	Sponsorship PRCA Rodeo	21,705	11,725	13,102	6,000	2,000	12,000	12,000	12,000	0.00%
36703	Sponsorship Msc Events	1,525	2,300	1,300	5,800	2,400	2,500	2,500	2,500	0.00%
36704	Sponsorship Miss Herriman	255	-	-			-	-	-	
36705	Revenue FT Herriman Rodeo	-	30	-		4,277	-	4,277	-	
36712	Revenue Concessions	32,407	27,407	15,653	18,696	11,814	34,000	34,000	34,000	0.00%
36713	Revenue Blackridge Concession	15	6,600	6,929	4,500	1,538	7,500	4,500	4,500	0.00%
36715	Revenue PRCA Rodeo	40,552	32,333	23,968	20,154	705	45,000	45,000	45,000	0.00%
36730	Revenue Enduro Cross	23,852	10,793	4,306	600	14,777	28,325	20,000	20,000	0.00%
36800	Revenue FT Herriman Days	29,066	45,856	36,934	12,860	975	40,000	40,000	40,000	0.00%
		169,997	160,535	116,942	80,006	43,886	185,325	180,677	176,400	-2.42%

## PARKS, RECREATION AND EVENTS – Arts Council



The Herriman Arts Council (HAC) was created at the request of the Mayor and City Council when Herriman first incorporated as a city in the year 2000. The new city leadership understood that the arts play an essential role in creating and defining a sense of community. While many of these benefits are intangible, centuries of experience provides a compelling tradition of governmental support both in principle and in a financial context. The HAC was also charged with providing family friendly and cost friendly opportunities for Herriman residents to experience the arts.

Today, the vision of the Herriman Arts Council is to recognize the impact and central role the arts play in our community in order to create a culturally vibrant city. Members of the Arts Council work together to strengthen the environment for artists and arts organizations within the community. We accomplish this by nurturing and supporting excellence in the arts, promoting, presenting, and encouraging educational activities, and increasing the communities' awareness and appreciation of the arts.

Financial support from Zoo, Parks and Arts (ZAP) as well as Herriman City provide additional opportunities for the HAC to broaden our reach and widen our scope in the context of our events. As such, we are able to attract and include residents of all ages and of differing skill levels from beginner to seasoned performers and artistic abilities. We feel that this practice provides us an opportunity to mentor a diverse audience and helps us be true to our mission and demonstrate the importance that the arts play in our community.



Our budget request for Fiscal Year 2017 – 2018 includes a slight increase of \$11,000. A total of \$5,000 is being requested to increase public relation and marketing plan requested by City Council. This funding will allow the HAC to work with a digital marketing specialist, to increase ad placement in local print and social media and to improve branding through the creation of a HAC specific logo. An additional \$5,000 is being requested to offer visual art opportunities to the community. This will be accomplished through identifying and displaying local artwork in a rotating exhibit at the New City Hall, which requires the purchase of displays and stands that are not currently owned. With the additional space at the New City Hall, the Arts Council will have the opportunity to offer community based arts classes for all ages and abilities. Supplies and funds for instructors will be needed to offer these courses. Finally, \$1,000 has been requested to offer storytelling classes and productions for the general public.



# PARKS, RECREATION AND EVENTS – Arts Council

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Arts &amp; Culture Development</b>									
73001 Salaries and Wages				835	10,209	25,000	25,000	25,000	0.00%
73002 Burden				890	6,398	1,000	7,000	7,000	0.00%
73003 Overtime					250	-	250	250	0.00%
73100 Arts Council Supplies	5,298	1,066	3,338	3,286	2,952	4,000	4,000	4,000	0.00%
73105 Arts Production/Performance	50,810	19,440	30,897	38,327	14,065	40,000	40,000	40,000	0.00%
73106 Children's Production	-	6,662	6,226	7,658	6,931	8,600	8,600	8,600	0.00%
73107 Herriman Live	305	868	877	1,485	550	1,500	1,500	1,500	0.00%
73108 Decorating Contest	-	165	573	541	432	700	700	700	0.00%
73109 Visual Arts	-	-	-	-	-	-	-	-	-
73110 Arts Council Equipment	156	-	4,947	4,564	-	5,000	5,000	5,000	0.00%
73115 Miss Herriman Scholarship	8,332	11,753	9,912	11,793	10,178	12,000	12,000	12,000	0.00%
73120 Choir & Orchestra	2,394	2,515	4,442	4,968	3,869	3,500	3,500	3,500	0.00%
73121 Sock Puppets					-	1,000	1,000	1,000	
73122 Harmonyx					584	1,500	1,500	1,500	0.00%
Marketing/PR							-	5,000	100.00%
StoryTelling							-	1,000	100.00%
73130 Historical Committee	31,541	15,939	4,788	24,844	498	25,000	25,000	25,000	0.00%
73135 Healthy Herriman	2,353	2,042	2,382	2,947	-	2,500	2,500	2,500	0.00%
	101,189	60,450	68,382	102,137	56,916	131,300	137,550	143,550	4.18%
<b>Related Revenue Accounts</b>									
36801 Revenue-Arts Summer Production	22,771	29,876	28,261	36,931	39,274	30,000	39,274	40,000	1.82%
36802 Revenue Arts Childrens Show						15,900	15,900	15,900	0.00%
36803 Revenue Arts Herriman Live						200	200	200	
36804 Arts Council Rentals						1,000	1,000	1,000	0.00%
36806 Revenue Arts Sock Puppets	-	-	-	-	-	1,500	-	-	
36807 Revenue Arts Harmonyx	-	-	-	-	40	1,500	1,500	1,500	0.00%
	22,771	29,876	28,261	36,931	39,314	50,100	57,874	58,600	1.24%





# PARKS, RECREATION AND EVENTS – Parks Dept.

## PARKS DEPARTMENT

### Mission

**The mission of Herriman City Parks and Recreation is to enhance the quality of life in our City by providing and maintaining quality parks, facilities, trails and green spaces. We offer enriching recreational activities, events and facilities for people of all ages and abilities, and are very committed to health, happiness and safety for the community.**

### Services Provided

The Parks Department provides a large variety of quality of life services to the residents of Herriman City, surrounding Cities and Counties including, care and maintenance of over 159 acres of sports field and turf grass, 1892 acres of native open space and 34 miles of asphalt, horse and dirt trails. Additionally we manage the use of over 250 million gallons per year of culinary and secondary water in the City's vast irrigation system. The Parks Department also oversees the care and daily functions of the City Cemetery, the Rodeo Arena's and the Beach at Black Ridge. Our crews care for 4511 City owned trees and an additional 6706 privately owned trees that make up the City's Urban Forest. We operate one of the best Fisheries in the State along with an extremely popular Skate Park. All of the restroom and splash pad facilities are cared for by the parks personnel. The Parks Department administers and assists with all new landscape construction on City property.

### Department Goals and Objectives

- Lead the industry in best management care and practices in all functions of the Parks Department.
- Ensure that the residents and users get the most efficient and practical care of the park system through conservative use of tax dollars.
- Continue to grow and expand the park system, understanding that quality of installation and workmanship will provide years of trouble free maintenance.
- Continue to develop and train the parks crews to be the best. The best in care, construction and conservation.
- Provide a safe, healthy, caring and productive work environment where employees can excel in their respective field of expertise.

### Department Detailed Functions

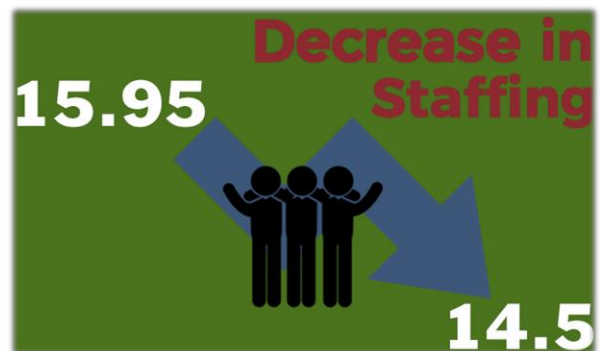
- Open and service all park restrooms, pavilions and play structures 7 days per week.
- Inspect all parks, trails and open spaces for required maintenance and initiate the work.
- Maintain the City's irrigation systems while ensuring conservation practices are met. Schedule watering times to best meet recreational and sporting event use.
- Oversee and approve the daily operations of the mowing contractor at various locations throughout our 45 Parks.
- Oversee and implement various seasonal activities such as: fertilizing, tree and shrub pruning, top dressing and aerating, weed control and open space maintenance, arena and beach grooming, snow removal and city events.
- Direct, engage and oversee all operations for the City cemetery.

## PARKS, RECREATION AND EVENTS – Parks Dept.

- Manage and maintain all City parking lots including, parking stall painting, crack sealing, concrete and asphalt repairs.
- Utilize and manage the County work crews on a daily basis to continually clean the City of garbage, tumble weeds and to prepare for City events. This Crew also assists in the maintenance of the Water Departments well sites and assists the Streets Department when requested.
- Respond to City Residents concerns and complaints in a respectful and timely manner.
- Replace and repair all of the City's fencing and gates.
- Engage in various construction projects to enhance the beauty and functionality of the City's parks, trails and open spaces.
- Review, approve, inspect and finalize all new landscape construction in the City.
- Lock all parks, restrooms and facilities nightly 7 days per week and provide minor security.

### Department Personnel Overview

- The Parks Department is separated into 4 categories specifically created to cater to our work force strengths.
  - Construction, Facilities and Cemetery:
    - Tech 3 Crew Lead, and Cemetery Assistant Sexton
    - Tech 2 #1
    - Tech 2 #2
    - Tech 1 #1
    - Tech 1 #2
    - Tech 1 Part Time
    - Seasonal's required x 2
  - Landscaping, Sprinklers, Construction, Events and Sports Fields.
    - Tech 3 Crew Lead
    - Tech 2 #1
    - Tech 2 #2
    - Tech 1
    - FTE Required- Crane Park
    - Seasonal's required x 3
  - Trails, Open Space, Arenas, Right of Way and Material Handling.
    - Tech 2 Crew Lead
    - Tech 1
    - Seasonal's required x 1
  - County Work Crew.
    - Tech 2 Crew Supervisor
    - Work Crew x 6



Parks Department Staffing Budget

# PARKS, RECREATION AND EVENTS – Parks Dept.

## Parks Department Operation Levels



**1 TOTAL PARKS** 45

**2 TURF AND SPORTS FIELDS**

130.5 acres (5,683,861 sq. ft.)



**3 PARK STRIPS**

25 acres (1,089,000 sq. ft.)

**4 WATER USE**



**CULINARY**

170,750 million gallons

**SECONDARY**

61,307 million gallons



Estimate over 250 million gallons combined use  
NOT ALL USE IS METERED

**5 PARKING LOT ASPHALT SURFACES**

23.18 acres (1,009,598 sq. ft.)



**6 ASPHALT AND CONCRETE TRAILS**

20.34 miles (107,384 ln. ft.)

**7 UNPAVED EQUESTRIAN TRAILS**

6.33 miles (33,406 ln. ft.)



**8 PRIMITIVE TRAILS**

7.16 miles (37,802 ln. ft.)

141 acres (6,135,694 sq. ft.)

**9 MAINTAINED OPEN SPACE (NATIVE)**

**10 NON-MAINTAINED OPEN SPACE (HILLSIDE)**

1751 acres (76,273,560 sq. ft.)

**11 CITY TREES** 4511 ea.

**12 PRIVATE PARK STRIP TREES** 6706 ea.



**13 CITY FENCES**

22.6 miles (119,193 ln. ft.)



## PARKS, RECREATION AND EVENTS – Parks Dept.





# PARKS, RECREATION AND EVENTS – Parks Dept.

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	2018 Proposed Budget
<b>Parks</b>										
76001	Salaries & Wages	425,162	460,285	542,860	544,824	489,176	675,000	675,000	690,000	2.17%
76002	Employee Benefits	236,168	271,938	269,724	274,992	256,202	345,000	345,000	397,000	13.10%
76003	On-Call Overtime	10,907	13,931	7,015	4,451	3,143	26,000	26,000	26,000	0.00%
76004	Payroll-Blackridge	10,679	-	-		50	850	850	850	0.00%
76006	Subscriptions & Memberships	585	591	175	225			850	850	0.00%
76009	Dues, Licenses, Certifications	1,020	-	294		912	1,700	1,700	2,100	19.05%
76012	Seminars & Training	2,360	1,567	2,169	1,882	2,775	4,450	4,450	4,450	0.00%
76015	Travel	-	1,067	1,131	2,038	73	1,000	1,000	1,000	0.00%
76018	Fuel	41,142	39,649	24,777	22,150	16,410	40,000	30,000	41,000	26.83%
76021	Repairs & Maintenance-Auto	16,559	13,869	14,190	10,031	9,424	17,500	17,500	17,500	0.00%
76024	Repairs & Maintenance-Equip	21,127	21,906	10,390	18,765	9,857	16,500	16,500	16,500	0.00%
76025	Parking Lot Maintenance	4,259	2,669	3,200	4,259	13,469	29,000	29,000	29,000	0.00%
76026	Arbor Day	539	401	494	507	-	600	600	600	0.00%
76027	Matcch-Tree Grant	37	1,620	-				-	-	
76030	General - Supplies	18,451	15,516	23,037	21,405	9,891	22,000	22,000	25,000	12.00%
76033	Small Equipment (Under \$1000)	1,022	2,870	1,693	2,872	296	2,500	2,500	2,500	0.00%
76036	Tool - Purchase	1,324	940	1,305	851	(226)	1,000	1,000	1,500	33.33%
76045	Employee Relations	1,315	1,202	1,171	521	958	1,200	1,200	1,400	14.29%
76050	Playground Repair/Maintenance	41,310	29,739	27,245	40,163	11,671	46,000	46,000	46,000	0.00%
76053	Sewer Expense	7,295	8,549	6,692	5,744	3,875	8,400	8,400	9,300	9.68%
76055	Service Projects	-	412	1,389	739	1,045	1,500	1,500	1,800	16.67%
76056	Cell Phone Expense	-	-	-	7,907	5,746	8,029	8,029	9,000	10.79%
76061	Contracted Services	2,994	2,107	5,780	4,494	3,129	9,200	9,200	10,820	14.97%
76063	Vehicle Lease/Purchase	64,000	28,850	121,355		-	113,000	104,995	125,678	16.46%
76064	Vehicle Insurance	5,950	5,742	6,950	6,506	7,106	7,600	7,600	7,600	0.00%
76066	Clothing & Uniforms	4,100	4,485	7,053	7,227	5,175	5,990	5,990	10,380	42.29%
76068	Tree Well Fert	-	6,746	4,401	6,411	3,435	21,820	21,820	22,500	3.02%
76070	CO Equipment	26,348	15,670	83,625	45,388	8,648	25,000	25,000	75,000	66.67%
76092	Equipment Rental	2,057	841	1,490	1,060	1,140	2,500	2,500	2,700	7.41%
76100	CO Equipment (Over \$1,000)	5,451	1,074	-				-	-	
76119	Vandalism Expense	3,857	669	5,772		954	8,000	8,000	8,000	0.00%
76120	Butterfd Pk -Sprinkler Repair	1,344	1,788	924	4,969	1,887	2,000	2,000	2,000	0.00%
76125	Butterfd Pk - Tree Replacement	128	700	133	700		700	700	700	0.00%
76140	Butterfd Maint/Supplies	36,753	32,176	23,299	26,983	22,858	25,000	25,000	25,000	0.00%
76190	Butterfd Pk -Power	15,656	14,926	17,597	13,099	9,589	25,000	25,000	25,000	0.00%
76192	Butterfd Pk - Sanitation	1,620	394	11	-			-	-	
76193	Butterfd Pk -Natural Gas	7,576	6,998	5,383	7,810	6,341	10,000	10,000	10,000	0.00%
76196	Butterfd Pk- Fertilization	9,820	7,012	7,641	4,719	11,983	8,500	8,500	8,500	0.00%
76197	Butterfd Pk - Stall Barn	2,637	3,144	2,690	3,045	791	2,500	2,500	2,500	0.00%
76211	Ft Herriman Historical Park	1,123	1,773	-				-	-	
76240	Misc Supplies	-	3,083	-				-	-	
76250	Leask Skidsteer/Backhoe Mini X	26,925	9,100	9,100	9,100	9,100	9,100	9,100	9,100	0.00%
76256	Pocket Parks - Maint/Supplies	-	278	6,390	7,648	5,022	7,850	7,850	8,000	1.88%
76257	Pocket Parks - Tree Replacement	100	810	4,579	4,041	1,205	4,300	4,300	4,300	0.00%
76258	Pocket Parks - Sprinkler Repair	468	-	4,074	8,463	3,861	7,850	7,850	8,000	1.88%
76260	Contracted Mowing	201,014	184,695	176,337	261,670	149,611	275,400	275,400	280,000	1.64%
76261	Contracted Fertilization	42,535	54,049	50,932	63,499	31,750	67,000	67,000	70,500	4.96%
76262	Power	23,455	20,601	27,837	23,903	18,608	28,000	28,000	40,500	30.86%
76263	Natural Gas	4,062	6,816	5,600	5,492	2,947	6,000	6,000	11,000	45.45%
76264	Water	-	-	472,588	546,588	287,379	500,000	500,000	570,000	12.28%
76265	Dump Fees	1,803	4,500	3,902	6,000	-	6,000	6,000	6,500	7.69%
76266	Mountain View Corridor Maint	-	2,437	-	3,346	4,670	4,000	4,000	4,000	0.00%
76267	Multi-Use- Maint/Supplies	18,781	38,007	28,425	35,020	17,346	39,500	39,500	42,000	5.95%
76268	Multi-Use- Sprinkler Repair	13,363	12,379	13,876	18,628	4,366	18,600	18,600	20,000	7.00%
76269	Multi-Use Tree Replacement	5,402	9,300	6,054	5,754	-	6,000	6,000	6,000	0.00%
76270	Blackridge Parking Permit Program	-	-	-	16,215	314	50,900	50,900	50,900	0.00%
76272	Blackridge UPD Enforcement	-	-	-	12,048	-	20,000	20,000	20,000	0.00%
76575	Deer Mitigation	-	-	5,691	8,675	13,612	23,000	23,000	23,000	0.00%
		1,370,583	1,369,871	2,048,440	2,132,828	1,467,571	2,588,539	2,571,384	2,833,528	9.25%

# PARKS, RECREATION AND EVENTS – Parks Dept.

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	2018 Proposed Budget
<b>Related Revenue Accounts</b>										
32230	Fees	427,887	459,443	505,581	539,383	435,109	618,193	618,193	680,012	9.09%
36850	Areal/Equestrian Rental	1,963	5,010	3,075	2,275	1,090	3,000	3,000	3,000	0.00%
36855	Park/Pavillion Rent	6,895	9,891	19,027	10,401	5,160	11,000	11,000	11,000	0.00%
36857	Park Facility Rent	-	975	1,150	416	-	250	250	250	0.00%
		436,745	475,319	528,833	552,475	441,359	632,443	632,443	694,262	8.90%

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	2018 Proposed Budget
<b>Cemetery</b>										
75001	Salaries & Wages	15,361	14,373	14,622	20,214	11,995	20,000	20,000	20,000	0.00%
75002	Payroll Burden	5,647	8,461	6,425	9,613	6,640	7,500	7,500	7,500	0.00%
75003	Overtime	-	-	-	-	-	3,500	3,500	3,500	0.00%
75018	Fuel	1,139	1,064	757	761	423	1,500	1,200	1,500	20.00%
75021	Repairs & Maintenance-Auto	332	473	240	545	409	700	700	700	0.00%
75024	Repairs & Maintenance-Equip	84	253	107	102	-	400	400	400	0.00%
75030	General Supplies	1,815	2,646	2,518	2,900	424	2,500	2,500	2,500	0.00%
75033	Equipment Purchase	3,450	-	-	-	-	1,000	1,000	1,000	0.00%
75051	Utilities Electric	991	1,510	1,456	946	572	1,500	1,500	1,500	0.00%
75053	Utilities Sanitation	900	1,080	1,080	990	720	1,000	1,000	1,000	0.00%
75054	Utilities Water	-	-	-	117	-	24,000	24,000	24,000	0.00%
75063	Vehicle Lease	-	-	6,058	-	-	-	-	-	-
75064	Vehicle Insurance	250	250	500	428	452	500	500	500	0.00%
75320	Sprinkler Repairs	62	3,152	3,110	1,903	2,095	3,000	3,000	3,000	0.00%
75410	Backhoe/Mini X Lease	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	0.00%
75540	CO Cemetery	-	-	9,589	16,482	-	15,000	15,000	15,000	0.00%
		32,131	35,362	48,562	57,102	25,831	84,200	83,900	84,200	0.36%
<b>Related Revenue Accounts</b>										
34250	Cemetery Lot Sales	63,250	45,075	61,575	47,360	49,650	35,000	60,000	60,000	0.00%
34260	Cemetery Perpetual Care	125	-	-	-	-	-	-	-	-
34270	Assess	470	465	525	415	25	400	400	400	0.00%
34280	Cemetery-Burials	25,645	17,365	24,750	34,500	22,500	30,000	30,000	30,000	0.00%
34285	Cemetery-Veteran Plaques	-	-	345	460	345	-	400	400	0.00%
		89,490	62,905	87,195	82,735	72,520	65,400	90,800	90,800	0.00%

# ENGINEERING

## ENGINEERING DEPARTMENT



The engineering department would like to modify the way in which new development plans are received and reviewed during FY 2017. Currently hard copies of the plans are submitted to the city for review. Reviews are completed by the Traffic Engineer with the Public Works Inspector reviewing the water system to ensure it meets city standards. Jonathan works with the design engineer of the subdivision to prepare a water model to comply with Utah State Division of Drinking Water's Hydraulic Modeling Rule. Each review is required to be completed within 15 business days, which has been challenging with the volume of plans being submitted for review. Rushing through the review has proven to result in lower quality plans and more conflicts in the field during construction. The changes proposed will address the following items:

- More attention to detail for each development as a whole
- Prompt return of reviewed engineering plans
- More rapid turn-around for plans for the second and third review
- More convenient plan submittal process
- Better tracking of plans being reviewed
- Better integrate engineering plan review into the Cityworks framework for the development process

### Step 1

#### • Change to an electronic submittal and plan review process

Much review has been done on plan review software options. There are several options for this service that have a wide range in cost and ability. It was found that the most cost effective and robust program is Bluebeam Revu. The cost of this software is based on the number of licenses purchased. It is anticipated that 5-9 licenses will be purchased and for that range the cost is \$241 per seat with an optional annual maintenance fee of \$47. This software has the ability to compare two different submittals of the same plans and highlight changes. This will greatly expedite all reviews except for the first plan review. As comments are made on the plans the software can create a table of the comments that can be included in a letter to the design engineer. One other benefit of this software is that multiple people can review the plans at one time by doing a review session.

### Step 2

#### • Set up departmental review of systems

Breaking down tasks to smaller bites is the idea behind this change. There will be a designated plan reviewer from a specific department for the following systems:

- Overall constructability and Stormwater Pollution Protection Plan (SWPPP) (Engineering)
  - Compliance with State regulations and City's Storm Water Management Plan
- Plat Review (Planning /GIS)
  - Compliance with planning commission requirements, addressing, and required information
- Water System (Water)
  - Appurtenances, constructability, functionality
- Storm Drain and Roads (Streets)



# ENGINEERING

- Constructability and functionality
- Transportation and Traffic (Engineering)
  - Compliance with Herriman, American Association of State Highway and Transportation Officials (AASHTO), Manual on Uniform Traffic Control Devices (MUTCD), and other applicable standards.
  - Review of geotechnical report and any specialty items such as retaining walls, crash barriers, etc.
- Storm Water (Engineering-Jonathan)
  - Compliance with detention requirements, proper pipe sizing, and all applicable storm water specifications
- Fire (UFA)
  - Compliance with all standards relating to the fire code

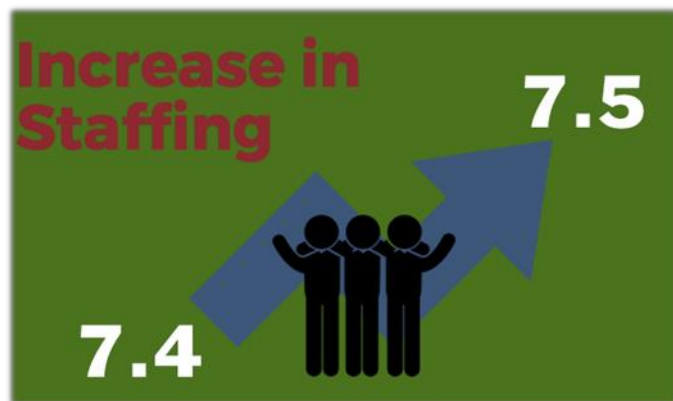
Funding this change is a concern. It would be appropriate to use revenue from the engineering plan review fee to fund the wages used to conduct plan review. By setting up a charge code for this task it would provide a better tracking method to determine how much time is being spent on plan review. Additionally, this process will require a lead person to track the plan reviews, compile all comments, and coordinate with the design engineer to receive and return plans.

## Step 3

### • Make changes in engineering department

The final step is to move personnel to new positions to prepare for future growth. The proposed changes are listed below:

- Convert one Public Works Inspector III to Development Review Coordinator
  - Responsible to track all plan reviews and ensure reviews stay on schedule
- Staff Engineer II to focus on Traffic Engineering
  - Transition to a more traditional traffic engineering role where he/she will spend more time conducting warrant studies and developing an overall traffic model for the city
- Public Works Inspector III
  - Moving one staff to Development Review Coordinator leaves only one remaining public works inspector. A single inspector



would not be able to handle the workload alone. It is proposed that \$40,000 be added to the engineering consulting budget to anticipate contract inspection services. Another option would be to hire a new FTE inspector; however, market predictions anticipate a slow-down in development in 2018 so contract services provide more flexibility if predictions are correct.

# ENGINEERING

General Fund		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	Proposed Budget	% Change
<b>ENGINEERING</b>										
<b>Engineering</b>										
82001	Salaries & Wages	422,682	401,831	479,888	511,179	387,358	471,500	520,000	567,000	9.04%
82002	Payroll Burden	221,417	188,546	223,229	236,193	192,159	234,000	245,000	270,000	10.20%
82003	Overtime	-	-	2,631	10,218	7,219	1,750	8,000	8,000	0.00%
82005	Subscription & Membership	1,496	1,528	790	1,909	1,479	3,165	1,975	3,165	60.25%
82009	Filing Fees	35	90	-	-	-	-	-	-	-
82011	Licenses & Certifications	-	235	73	425	284	1,295	1,230	875	-28.86%
82012	Seminars & Training	2,299	1,444	2,985	3,148	2,990	5,970	3,000	3,650	21.67%
82015	Travel & Accomodation	1,004	1,460	2,639	1,396	2,691	3,000	3,000	3,390	13.00%
82018	Fuel & Oil	4,774	5,371	3,981	3,541	1,942	5,000	3,420	3,200	-6.43%
82021	Repairs & Maintenance -Auto	2,053	3,357	874	725	1,973	3,000	2,000	400	-80.00%
82027	Office Supplies	29	12	1,035	-	-	-	-	-	-
82030	General Supplies	674	560	-	555	175	1,000	825	1,250	51.52%
82045	Employee Relations	453	404	420	728	418	500	500	750	50.00%
82056	Cell Phone Expense	-	-	-	4,523	4,059	5,356	5,000	4,664	-6.72%
82063	Vehicle Lease	-	-	55,604	17,937	17,937	18,062	17,937	51,920	189.45%
82064	Vehicle Insurance	1,050	719	1,100	989	1,045	1,155	1,045	1,155	10.53%
82066	Clothing & Uniforms	938	901	807	682	712	900	900	900	0.00%
82320	Engineer - Contract	22,137	58,538	67,347	63,090	36,385	45,000	45,000	80,000	77.78%
82327	7530 W Design	34,590	25,378	-	-	-	-	-	-	-
82540	Capital Outlay	700	-	-	7,270	5,528	9,000	6,000	4,500	-25.00%
82545	Feasability Study/Prelim Design	-	5,286	-	350	-	-	-	15,000	-
82546	Sudies	-	19,715	42,601	-	10,792	40,000	32,800	25,000	-23.78%
	Storm Water Study	-	-	-	-	-	-	-	35,000	-
		716,330	715,375	886,004	864,858	675,148	849,653	897,632	1,079,819	20.30%

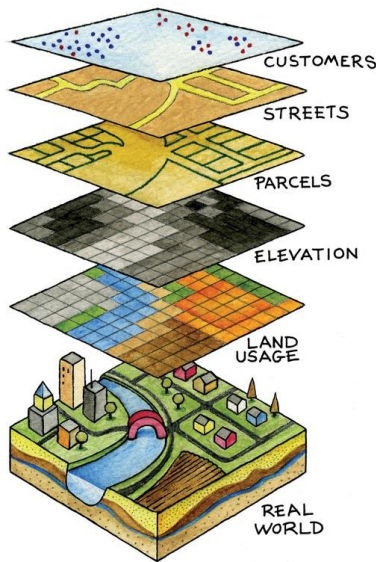


# ENGINEERING - GIS

## GIS Budget

### Mission

There are two items that are essential to the Geographic Information System (GIS) Department's success: First, a clear mission to structure expectations and a common understanding and second, a set of goals to drive the direction. Herriman GIS department provides detailed and accurate information on assets in the city to



Mayor/council, management, departments, consultants and public in the form of maps, reports and statistical analysis. GIS works closely with all departments in tracking new assets and collecting additional data needed on existing ones. The department uses geographical data to expand the impact of information and improve processes, systems and provide accurate data-driven decision making. As GIS continues to provide a maximum benefit to the city, we have implemented the use of a Unmanned Aircraft Systems (UAS/drone) to record project progress, monitor events and help in analyzing problems.

### Goals and Seminars

GIS will continue to work on improving skills and product provided through training and seminars. In order to adjust to our evolving city, we understand we must evolve in our technology, our organizational priorities and our approach. The Esri and Utah Geographical Information Council (UGIC) conferences are critical to understanding the direction of the industry and

provides training opportunities. This year, our training budget will remain the same with need of Structured Query Language (SQL) training.

### GIS Staffing

GIS is comprised of a GIS Manager and two full time Tech II's. There is a need for part time interns. The greatest need comes in the summer months when data collection is at its highest rate and then some minimal time all year long. With the use of Unmanned Aircraft Systems (UAS) within the city, a pilot's license is required by the operators to use the drone. Both of our technicians received a UAS pilot's license and we look to increase their compensation for accomplishing this task. A part time employee is needed due to the increase in construction and the areas being developed are further apart, thus increasing the time it takes to collect data. There is also a need to use them to analyze xeriscape area in the city for use of water rate calculations.



### Repairs and Maintenance

The cost of using and maintaining the GPS and plotter equipment should remain the same. The cost for supplies for these machines will increase this year as more and more departments are having things done in house. We will see an increase in fuel usage due to the increasing distances between jobs. The GIS vehicle will also need new tires this year.

# ENGINEERING - GIS

## Capital Outlay

The following requests are being made for this new budget year:

- Aerial cost is for spring and fall aerals.
- There is a need for an iPad in the department for testing purposes.
- A large format cutter and table is required for use with maps, signs and banners and there is room for it in the new city hall.
- Two GPS repeaters are needed to improve the range and productivity of the GPS equipment using RTK.
- Upgrade the Trimble TS3 data collector to use an internal Verizon modem for use with the VRS network.
- GIS laptop to provide the ability to give GIS services from remote locations and for part time employee use as needed.

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	2018 Proposed Budget
<b>GIS</b>										
84001	Salaries & Wages	-	-	158,501	165,580	123,377	196,000	196,000	211,000	7.11%
84002	Payroll Burden	-	-	87,040	83,097	68,083	100,000	100,000	106,000	5.66%
84012	Seminars & Training	-	-	44	303	1,599	3,000	3,000	3,000	0.00%
84015	Travel & Accomodations	-	-	667	5,279	498	3,100	3,100	3,100	0.00%
84018	Fuel	-	-	249	779	566	1,000	800	1,000	20.00%
84021	Repairs & Maintenance - Auto	-	-	175	87	83	500	200	1,200	83.33%
84024	Repairs & Maintenance - Equip	-	-	5,059	1,375	7,076	8,000	8,000	10,000	20.00%
84030	General Supplies	-	-	3,994	5,585	2,580	3,500	3,500	4,000	12.50%
84045	Employee Relations	-	-	92	219	191	350	350	350	0.00%
84056	Cell Phone Expense	-	-	-	2,839	2,320	2,149	2,500	2,149	-16.33%
84063	Vehicle Lease	-	-	-	8,969	8,969	8,969	8,969	8,969	0.00%
84064	Vehicle Insurance	-	-	-	330	348	330	348	348	0.00%
84066	Clothing & Uniforms	-	-	139	688	551	830	830	830	0.00%
84466	Capital Outlay	-	-	-	25,487	3,868	14,000	14,000	33,800	58.58%
		-	-	255,960	300,616	220,110	341,728	341,597	385,746	11.45%

# COMMUNITY DEVELOPMENT

## COMMUNITY DEVELOPMENT



Our planning and development division deals with new construction, planning and economic development. It is comprised of the following departments:

**Building  
Department**

**Economic  
Development**

**Planning  
Department**

Together, these departments facilitate the construction of approved development projects, land use planning, economic growth, and the creation and sustainability of community synergy and convenient living.

The following graph shows the staffing levels in the different departments.

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017	FY 2017- 2018
<b>Community Development</b>						
<b>Building</b>						
Building Official	19	1.50	1.00	1.00	1.00	1.00
Assistant Building Official	16	1.10	1.00	1.00	1.00	1.00
Building Inspector III	15	0.25	1.40	2.00	2.00	2.00
Building Inspector II	14	0.05	0.33	-	-	-
Building Permit Tech III	13	-	0.95	1.00	1.00	1.00
Building Permit Tech II	12	1.95	1.00	1.50	1.00	1.00
Building Intern	9	-	-	-	0.50	-
Building Coordinator	12	-	-	-	-	1.00
		<u>4.85</u>	<u>5.68</u>	<u>6.50</u>	<u>6.50</u>	<u>7.00</u>
<b>Economic Development</b>						
Economic Development Manager	17	-	-	-	-	1.00
Economic Development Analyst	16	-	0.50	0.50	1.00	-
Community Coordinator		-	-	-	-	1.00
		<u>-</u>	<u>0.50</u>	<u>0.50</u>	<u>1.00</u>	<u>2.00</u>
<b>Planning</b>						
City Planner	18	-	1.00	1.00	1.00	1.00
Planner III	16	1.00	0.50	0.50	-	-
Planner II	14	0.86	-	-	-	-
Planner I	13	-	0.85	0.85	1.00	2.00
Code Enforcement	13	1.00	1.00	0.75	1.00	1.00
Business License Official	12	0.75	0.75	0.75	0.50	1.00
Planning Intern	9	-	-	-	0.50	-
		<u>3.61</u>	<u>4.10</u>	<u>3.85</u>	<u>4.00</u>	<u>5.00</u>
<b>Total Community Development</b>		<u>8.46</u>	<u>10.28</u>	<u>10.85</u>	<u>11.50</u>	<u>14.00</u>

# COMMUNITY DEVELOPMENT - Building

## BUILDING DEPARTMENT

### Mission

**To safeguard public health, safety and welfare through ensuring the minimum requirements of the state adopted building codes are met.**

### Services Provided

- Provide information on city website and in office to contractors, residents and property owners related to building codes and city ordinances
- Process permits and plan reviews in an efficient manner
- Provide timely building inspections
- Investigate complaints related to new construction and take appropriate action as required
- Develop knowledgeable staff through continuing education and training

### Goals and Objectives

#1

#### •Continue training for current Permit Technician to transition to Building Inspector

Qualified Building Inspectors are in very short supply, both nationally and statewide. The problem will increase as the majority of Inspectors retire in 10-15 years. Having a program in place where we develop people internally offers an attractive career path and employee retention, as well as providing cost savings for the city.

Our current Permit Technician continues to train as a Building Inspector. The time will increase to 5 hours a day for her to study and train in the field, with the remaining 4 hours to cover the office. This will be a 4-6 year transition. Although the projected workload shows the continued need for contract services and limited overtime of current staff, using this individual will help reduce both costs. It will also decrease the need for back up from the Building Official and Plans Examiner. We will be proactive in replacing inspectors as our current inspectors retire in the next 6-12 years.

#2

#### •Continue training for the new part-time Inspection Coordinator

This position provides coverage for the office as the current Permit Technician spends more time training as a Building Inspector. She has expressed an interest in promotion to Permit Technician I as well as other positions within the Building Department as current personnel retire in the next 6-12 years.

#3

#### •Looking toward hiring new staff in 2018-2019

The Building Department team has several staff who are preparing for retirement in the next 6-12 years. To avoid any lapse in our high level of service, it will be recommended to hire an entry-level Building Inspector or Plans Examiner with the 2018-2019 budget. This individual could be one who has only 1 or 2 of the 8 certifications needed, and we can work with them to obtain the remaining certifications. This provides us with the opportunity for on-the-job training with the existing knowledgeable staff, producing an employee who understand and performs in a way that reflects Herriman's commitment to great customer service.

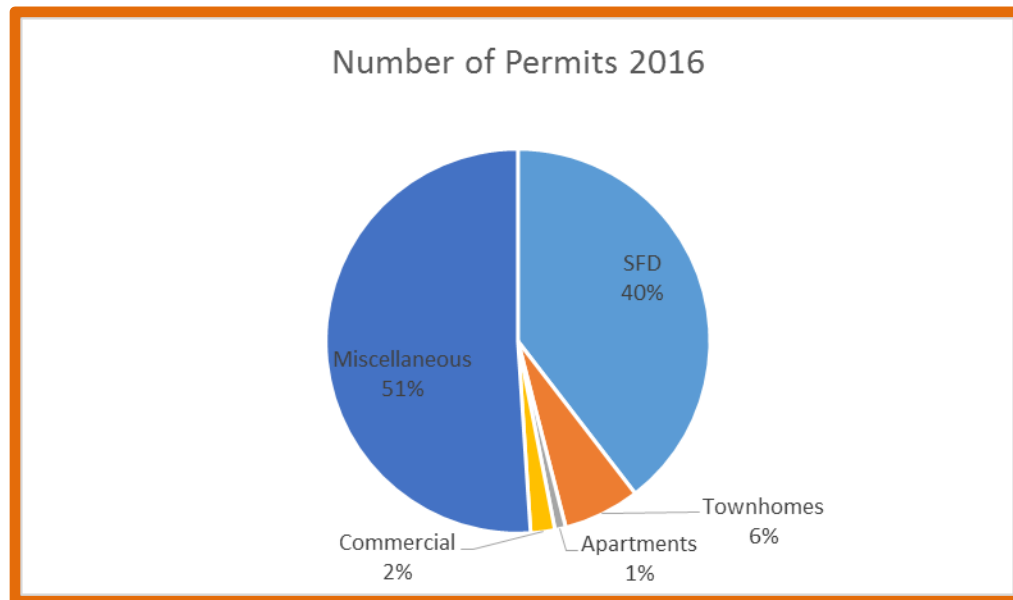


## COMMUNITY DEVELOPMENT - Building

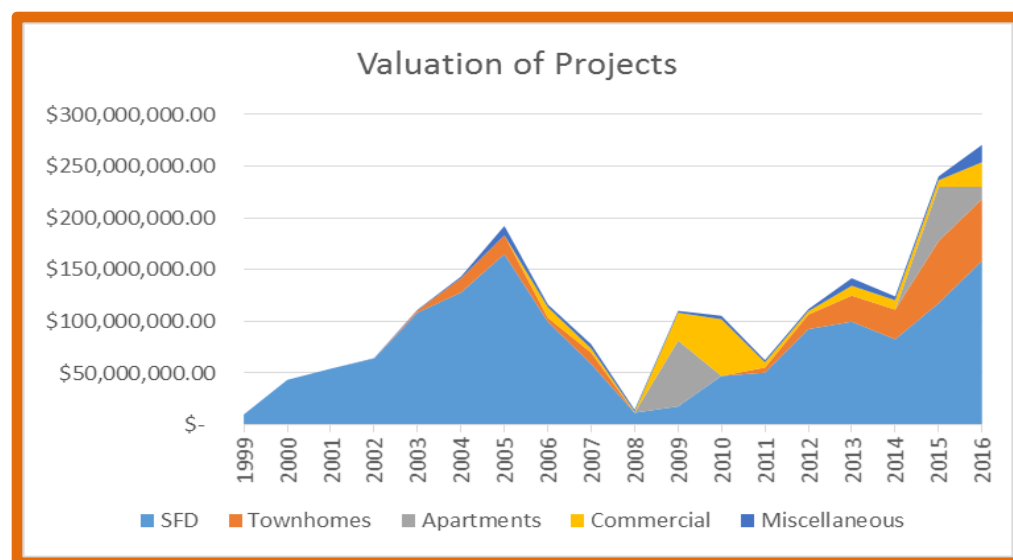
#4

### •Continue to expect a wider variety of permit types

Historically, Herriman permit activity has been primarily Single Family Dwellings. That trend will continue to shift. Permit activity is expected to increase by about 30% this coming fiscal year. Commercial projects and tenant finishes will account for additional demand on our department. There will be continuing increases in “miscellaneous permits”, which include residential maintenance and improvement such as additions, basement finishes, solar panel installation and detached garages. The trend is based on historical data. This also gives a clear picture of the increased demand on office staff and extra time on inspections for less experienced owner-builders.

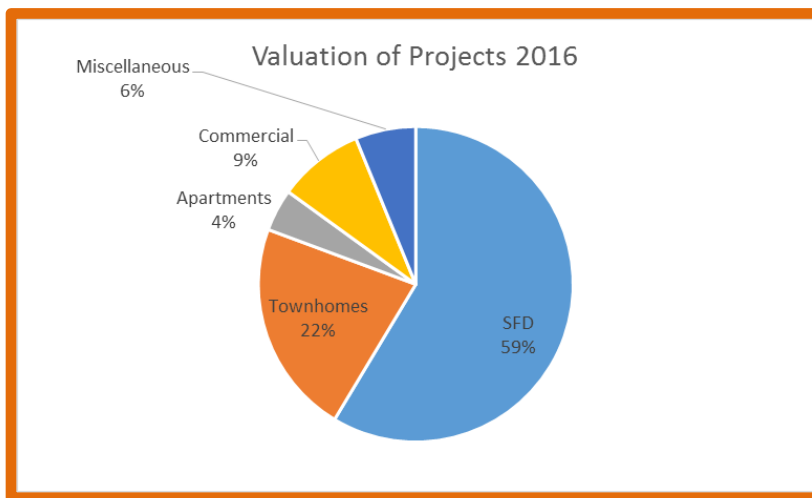
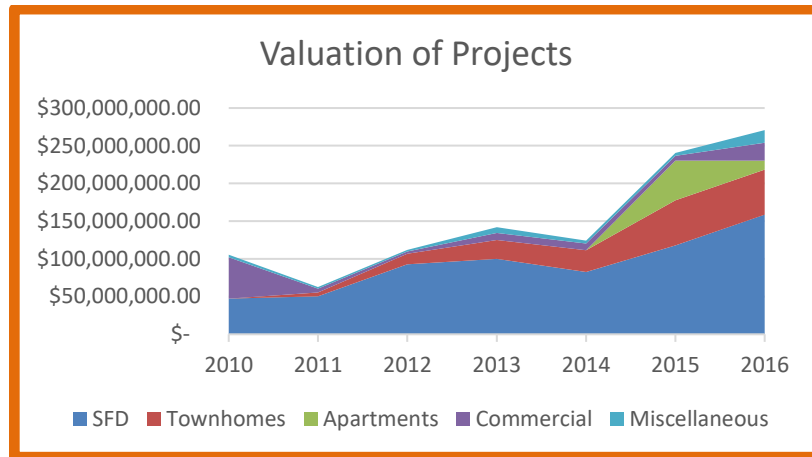


Permit reporting indicates though the number of Single Family Dwelling permits has dropped, there has been a significant increase in the complexity of construction projects. Determining the valuation is the most accurate method of estimating increased time for plan review and inspections.



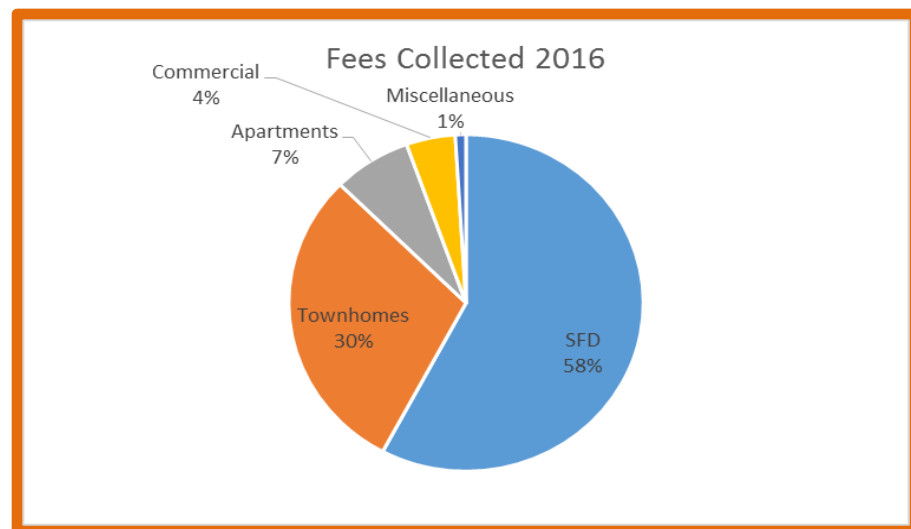
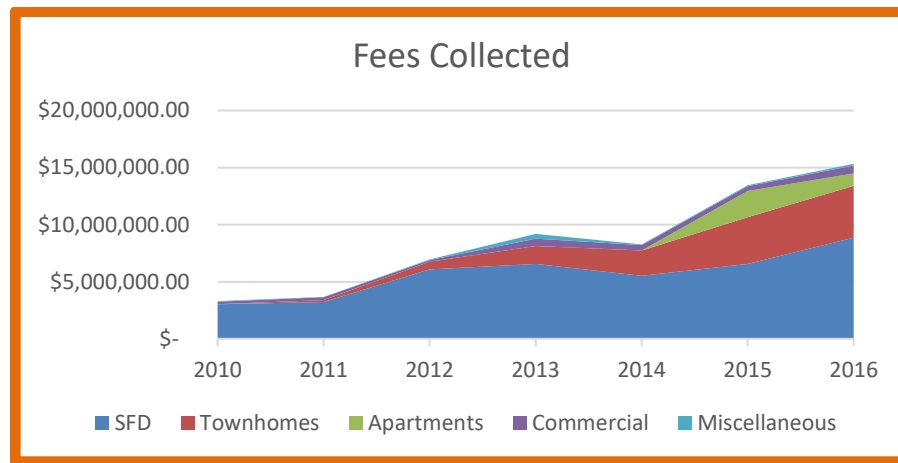
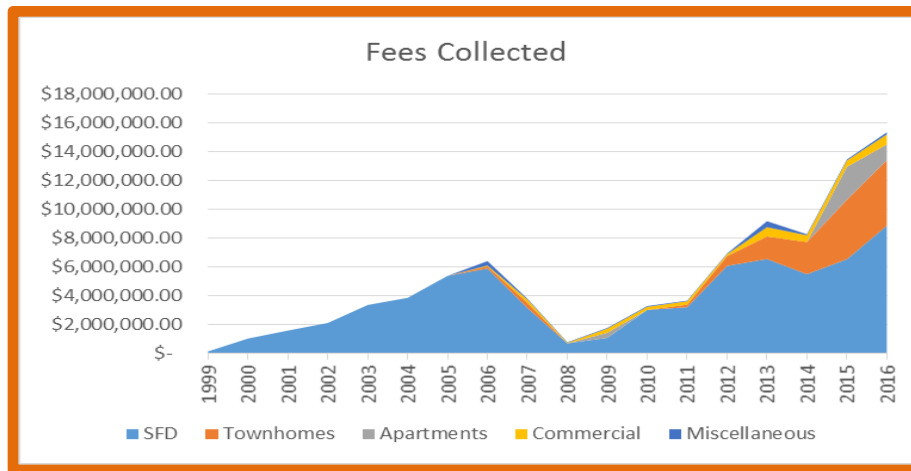


## COMMUNITY DEVELOPMENT - Building



The fees are then calculated using the valuation data. Increased fees cover increased plan review and inspection hours.

# COMMUNITY DEVELOPMENT - Building



With the Building Department fully staffed, we expect to meet plan review and inspection requirements for the projected growth. Contract services will be utilized on a regular basis to augment overflow inspections. As unusual or

# COMMUNITY DEVELOPMENT - Building

unexpected projects are submitted to the city that require more man-hours or specialized expertise, we plan to utilize contract services. The revenue from these types of projects will cover overflow plan review and inspections. For now we are able to avoid hiring additional staff.

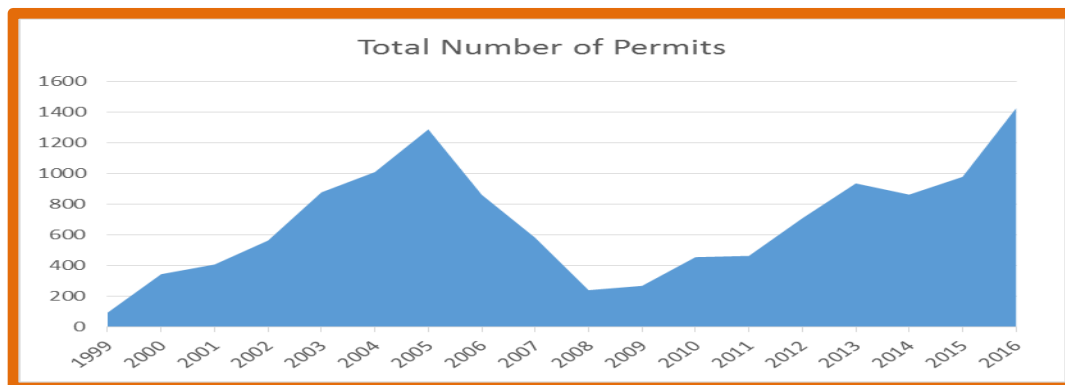
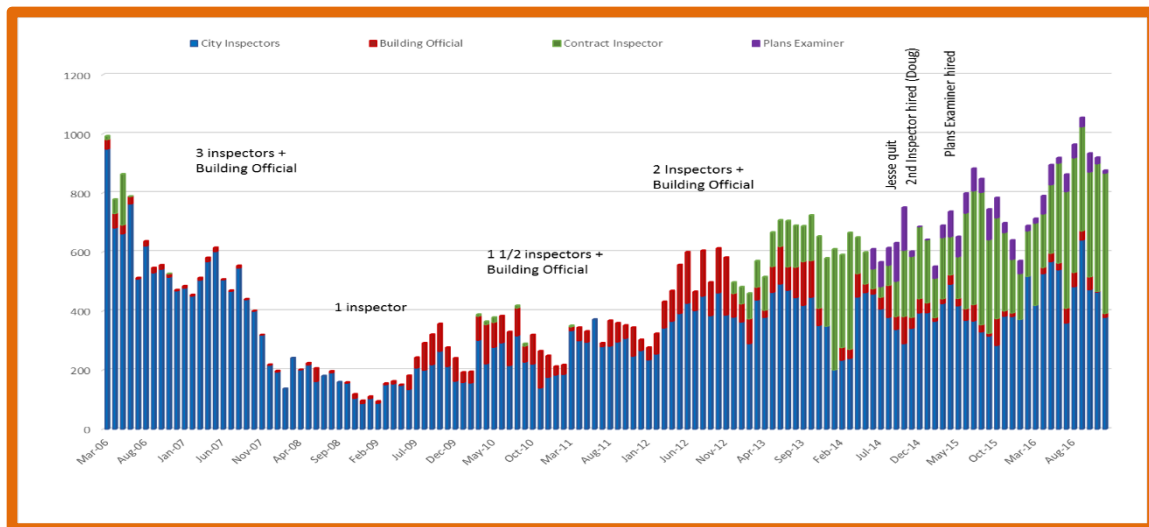
#5

## •Implement CityWorks

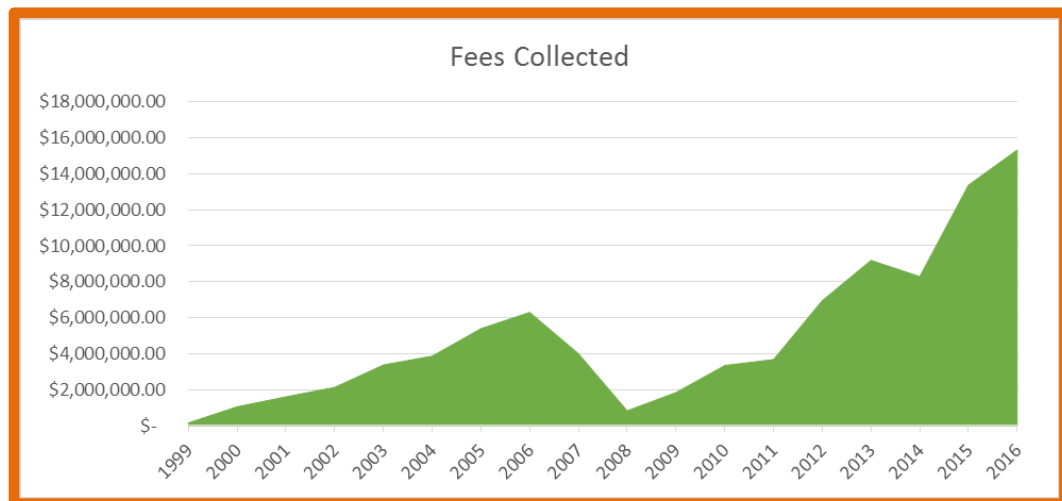
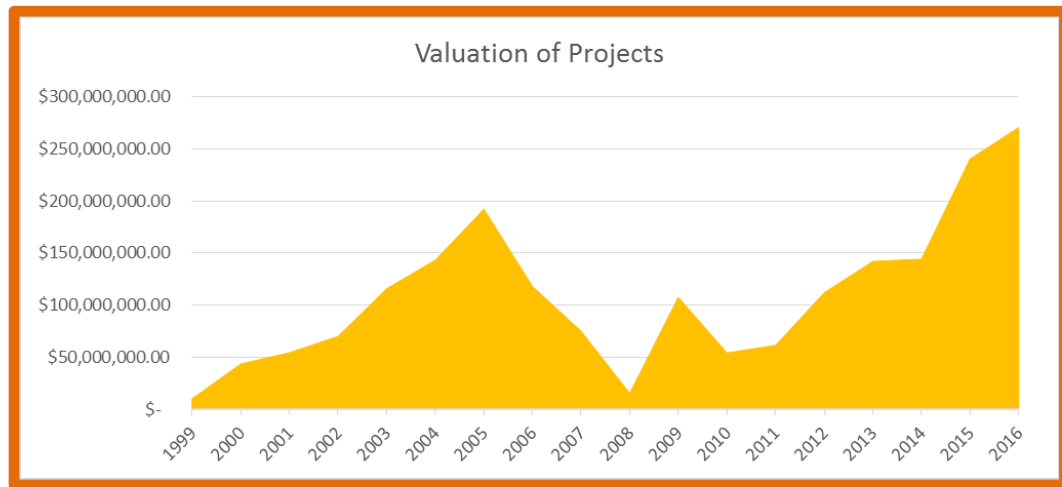
Provide extensive training for staff and the new part-time person to be proficient in the program. Provide training for all other office personnel to become competent with the basics of the program. The need and expectation for more on-line, interactive permit and inspection information will provide improved service to contractors, residents and property owners.

### Building Inspection Back-Up by Building Official, Contract Services and Plans Examiner

The data below shows changes in inspection demand. Through the last half of the 2000's inspections were relatively simple, mainly consisting of Single Family Dwelling. Many were nearly identical houses with little driving time between stops. Changes in inspection statistics illustrate more complex construction, such as townhomes and commercial projects, as well as more drive time. Some projects require consultation with the plans examiner on site and specialized study of unique installations.



# COMMUNITY DEVELOPMENT - Building



# COMMUNITY DEVELOPMENT - Building

## Projected Permit Activity for 2017-2018

Based on new developments either approved or currently under construction, permit activity is expected to be about 30% higher than the last fiscal year. In addition, the larger projects are continuing – the RSL Stadium/Practice Fields, the new City Hall, and submittal of the Super WalMart, along with several other smaller project and tenant finishes.

<b>Total Permits Issued by Month -- 2015 - 2016 Fiscal Year</b>							
<b>Number of Permits</b>	<b>SFD</b>	<b>Duplex/Condo/Townhome/Apts Etc.</b>	<b>Basement Finishes</b>	<b>Detached Garages/Barns</b>	<b>Commercial</b>	<b>Other</b>	<b>TOTAL</b>
July	57	8	10	2	1	16	94
August	46	11	11	3	1	22	94
September	39	6	23	2	4	20	94
October	35	4	12	1	2	28	82
November	4	30	8	1	3	30	76
December	30	13	7	1	5	21	77
January	23	11	11	2	5	36	88
February	33	8	14	0	3	17	75
March	43	9	28	2	2	27	111
April	43	9	19	1	0	36	108
May	66	9	16	5	8	38	142
June	70	7	14	4	1	58	154
<b>TOTAL</b>	<b>489</b>	<b>125</b>	<b>173</b>	<b>24</b>	<b>35</b>	<b>349</b>	<b>1195</b>

<b>Total Permits Issued by Month -- 2016 - 2017 Fiscal Year</b>								
<b>Number of Permits</b>	<b>SFD</b>	<b>Apt/Condo/Duplex/Townhome</b>	<b>Basement Finishes</b>	<b>Solar</b>	<b>Detached Garages/Barns</b>	<b>Commercial</b>	<b>Other</b>	<b>TOTAL</b>
July	53	2	21	25	2	0	15	118
August	39	12	15	16	1	4	28	115
September	44	9	22	36	2	3	10	126
October	45	6	17	29	2	2	16	117
November	52	14	15	28	0	0	16	125
December	53	9	14	53	3	2	13	147
January	47	7	21	25	1	2	11	114
February	50	11	20	12	2	5	9	109
March								0
April								0
May								0
June								0
<b>TOTAL</b>	<b>383</b>	<b>70</b>	<b>145</b>	<b>224</b>	<b>13</b>	<b>18</b>	<b>118</b>	<b>971</b>

# COMMUNITY DEVELOPMENT - Building

## Building Department Budget Overview

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Building Services</b>										
80001	Salaries & Wages	258,739	250,573	305,712	354,560	279,274	375,000	435,000	435,000	0.00%
80002	Payroll Burden	116,959	116,228	136,255	152,566	129,072	165,000	165,000	180,000	8.33%
80003	Overtime	-	5,721	2,412	3,683	14,145	17,500	17,500	25,000	30.00%
80006	Subscriptions/Memberships/Dues	100	30	350	676	510	610	610	620	1.61%
80009	Licenses & Certifications	764	1,163	365	394	458	2,675	2,000	3,400	41.18%
80012	Seminars & Training	(3,153)	(1,703)	(1,478)	2,266	1,099	1,850	1,850	2,800	33.93%
80015	Travel & Accomodations	943	959	1,056	645	2,512	5,505	5,505	5,783	4.81%
80018	Fuel	4,805	3,717	2,820	3,067	1,411	4,500	2,500	4,000	37.50%
80021	Repairs & Maintenance - Auto	1,289	773	861	586	1,432	2,000	2,000	1,700	-17.65%
80027	Office Supplies	130	404	352	722	501	650	650	650	0.00%
80030	General Supplies	1,735	1,669	1,760	5,829	530	1,750	1,500	1,750	14.29%
80045	Employee Relations	91	65	612	418	132	625	625	625	0.00%
80056	Cell Phone Expense	-	-	-	2,822	2,752	2,800	2,800	3,550	21.13%
80063	Vehicle Lease	-	-	55,338	-	-	18,360	18,360	101,946	81.99%
80080	Vehicle Insurance	1,050	719	2,129	1,564	1,653	2,174	2,174	2,174	0.00%
80066	Clothing & Uniforms	782	966	2,110	1,805	1,031	2,280	2,280	2,280	0.00%
80175	Plan Review & Inspection Service	29,849	92,775	50,742	89,541	116,068	90,000	140,000	180,000	22.22%
80700	Capital Outlay	-	-	-	2,033	1,970	3,350	3,550	3,250	-9.23%
		414,083	474,059	561,396	623,178	554,550	696,629	803,904	954,528	15.78%
<b>Related Revenue Accounts</b>										
32160	Engineering/Inspections Fees	240,929	615,232	469,042	622,956	960,077	592,403	1,129,060	1,241,966	9.09%
32210	Building Permit Fees	2,599,791	2,304,764	2,361,848	3,008,708	2,696,872	3,560,000	3,560,000	3,916,000	9.09%
32215	Plan Review Fee	442,947	650,409	1,163,323	1,354,384	1,372,517	1,197,198	1,600,000	1,760,000	9.09%
32225	Electrical Permits	14,779	19,616	52,650	59,801	62,005	49,886	75,000	82,500	9.09%
32226	Mechanical Permits	6,185	8,441	20,902	21,419	20,414	23,181	25,000	27,500	9.09%
32227	Plumbing Permits	5,083	6,732	17,680	19,176	17,731	23,254	21,000	23,100	9.09%
32228	Engineering Fees Reimb	11,355	7,852	18,326	15,000	6,000	20,000	7,500	8,250	9.09%
32562	Re-Inspection Fees	141	235	470	235	282	350	350	385	9.09%
		3,321,212	3,613,281	4,104,241	5,101,679	5,135,898	5,466,272	6,417,910	7,059,701	9.09%

# COMMUNITY DEVELOPMENT – Economic Dev.

## ECONOMIC DEVELOPMENT DEPARTMENT

### Mission

*Our mission is to foster economic growth while providing continuous improvements to the quality of life for our community. We support economic growth that is financially, environmentally and socially sustainable. We help create a vibrant economy to benefit the City as a whole.*

### Why is Economic Development Important?

Economic Development is an important function in local municipalities. The State Tax Code anticipates cities to be sustainable by developing a strong commercial market to pay for municipal services. We are in a crucial time our City's history – we must take an immediate, objective evaluation of our current commercial prospects and then be aggressive in our efforts. We are focused on sustainability for the City and its residents. We achieve this by creating a booming tax base through strong commercial centers in the Economic Districts we have established in the City.

*Economic Development Staffing Request*

### Goals and Objectives

The Economic Development Department serves as a liaison and a resource to the components that influence our evolving economy. We engage with businesses and resources to foster a diverse array of industry sectors to ensure our community and our economy remain diverse and vibrant. Our goals include a sound local economy that attracts investment, increases the tax base, creates employment opportunities for our residents and generates public revenues. We work under an economic strategy that balances the need for development under the guidelines of the goals and objectives set forth by the City Council. To meet these goals and objectives, we are requesting the addition of one staff member to assist us in our efforts.



### Goals 2017-2018

- |  |   |
|--|---|
| ▪ ACUB; Finalize Additional Contracts          | ▪ Anthem CDA; Approved by all Taxing Entities |
| ▪ Anthem Commercial; Under Construction        | ▪ Auto Mall; Outreach, Meetings               |
| ▪ Broker Partnerships (ongoing)                | ▪ Economic Branding Strategy                  |
| ▪ Economic Development Implementation Strategy | ▪ EDCUtah RFI's (Ongoing)                     |
| ▪ Kennecott; Annexation/Concept Plan           | ▪ Miller Crossing Commercial                  |
| ▪ Rosecrest Business Center                    | ▪ Utah State                                  |



# COMMUNITY DEVELOPMENT – Economic Dev.

## Achievements 2016/2017

- ACUB Funding
  - 682 acres aquired
  - \$6.753 MIL
  - Match 45%
- Anthem Commercial
  - Development Agreement & Design Book Approved by City Council
  - Walmart Property Purchased & Engineering Underway
- Economic Development Strategic Plan Update Completed & Approved
- T-M Zone Approved
- West Traverse Community Partnership Created
- New Retail Projects
  - Carl's Jr
  - KFC
  - Complete Care Hospital
  - Tire Store
  - Sodalicious
  - Sweet Shop
  - 4-Tenant Building (2)
  - 3-Tenant Building
- Rockwell Landing Flex Space
  - Phase 1 & 2



ROCKWELL LANDING



## ON-GOING PROJECTS

- ACUB
- Anthem CDA
- Anthem Commercial
- Auto Mall
- Broker Partnerships
- Butterfield Commercial (MVC)
- Disaster Discovery Center
- EDCUtah Partnership
- GOED Partnership
- Herriman Corner's Commercial
- Herriman Towne Center
- ICSC Planning
- Kennecott
- Miller Crossing Commercial
- Retail Opportunities
- Rockwell Landing
- Rosecrest Business Park
- RSL Training Academy Construction
- SLCC & Utah State Buildings

# COMMUNITY DEVELOPMENT – Economic Dev.

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Economic Development</b>										
81001	Salaries & Wages	51,434	26,710	33,033	36,360	55,543	102,000	80,000	145,000	44.83%
81002	Payroll Burden	19,819	13,815	18,126	17,790	29,065	51,000	42,000	78,000	46.15%
81006	Subscriptions/Memberships/Dues	10,769	8,400	8,795	9,260	9,061	11,350	11,350	11,800	3.81%
81012	Training	999	3,339	20	1,110	(70)	500	500	500	0.00%
81015	Travel & Accomodations	3,891	2,869	5,525	9,022	4,832	9,305	9,305	7,150	-30.14%
81018	Fuel	53	-	-	-	-	-	-	-	-
81021	Repairs & Maintenance - Auto	-	-	-	25	-	-	-	-	-
81045	Economic Development Relations	1,143	774	690	1,481	697	1,500	1,500	1,500	0.00%
81135	Education/Community Promotion	7,758	381	3,809	2,609	5,019	20,000	20,000	-	-
81138	Consulting Studies	-	13,360	4,635	34,561	27,923	38,500	38,500	97,500	60.51%
81141	Anthem CDA	-	-	-	11,366	9,651	5,000	10,000	10,000	0.00%
81210	Public Relations	12,382	180	135	371	-	-	-	-	-
81221	Conferences & Conventions	3,664	4,786	4,713	6,724	2,370	6,790	6,790	5,860	-15.87%
81222	Economic Development Marketing	19,984	13,027	16,828	32,779	7,176	5,000	5,000	25,000	80.00%
81223	Econ Dev-Materials & Supplies	-	150	-	1,256	-	-	-	-	-
81350	Incentives	10,000	-	-	-	-	-	-	-	-
		141,896	87,792	96,309	164,716	151,266	250,945	224,945	382,310	41.16%

## Herriman's RSL Academy



RSL announced that they would be building their academy in Herriman this year and hosted a groundbreaking ceremony at the site! Herriman residents, VIPs, and members of the administration were able to participate in this historic event!



# COMMUNITY DEVELOPMENT – Planning

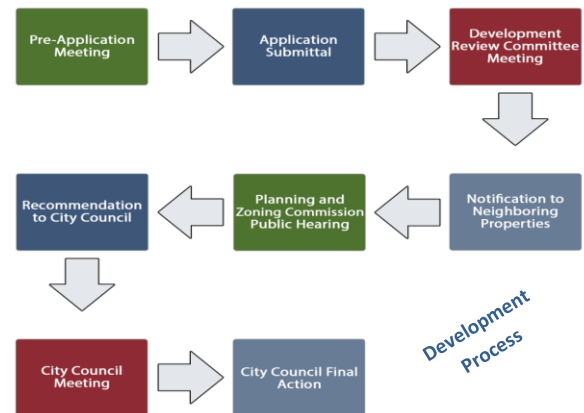
## PLANNING DEPARTMENT

### Mission

The Planning Department provides professional advice and technical expertise to elected officials, the Planning Commission, city departments and citizens to assist in understanding and addressing key land use issues and priorities. We strive to address key community issues and priorities while planning efficient, prosperous development throughout our City. Through good planning and design, staff helps develop and maintain a sense of community.

### Goals and Objectives

The Planning Department is committed to providing the community with high-quality services to enhance the quality of life in our community. Our goal is to promote a well-designed, physically integrated, livable and prosperous community while instilling public trust and confidence, exceeding service expectations. Planning staff prepares all agendas, notices, staff reports, and packets for Planning Commission meetings. They are responsible for maintaining and updating the City's General Plan. They assist in various special projects, such as the Urban Deer Mitigation Program, updating Impact Fees, Annexations, and Special Assessment Areas. They also provide growth projections which are used by various departments for planning purposes.



The Planning Department is responsible for licensing all of the businesses in the City, including home occupations. They are also responsible for code enforcement. This includes enforcing the landscaping and sign ordinances.

### Accomplishments for 2016-2017

- Reviewed and approved several new and ongoing projects:
  - Miller Crossing pod 1 and 7
  - Rosecrest Pod 30, 32, 33, and 43
  - Herriman Corners Retail, including KFC, Car Wash, and Hospital
  - Herriman Towne Center, including residential, commercial, and City Hall
  - Anthem Commercial Center, including Walmart Supercenter
- Created or amended several zoning ordinances, including: Residential Chickens, Accessory Buildings, and Fencing

## COMMUNITY DEVELOPMENT – Planning

- Created two new zones, the Technology Manufacturing Zone and the Agricultural Low Density zone
- Adopted the amended 2025 General Plan

### Goals for 2017-2018

- Create and implement the Community Coordinator Program, including filling a new position for the Planning Outreach Supervisor
- Create the Military Overlay Zone to implement regulations from the Joint Land Use Study
- Amend several zoning ordinances, including signs and parking.
- On-going projects: Anthem, Herriman Towne Center, Rosecrest, Creek Ridge, Miller Crossing, and South Hills
- Adopt the new Land Development Code, which combines the Land Use and Subdivision ordinances
- Continue to work with the Economic Development Department in promoting various commercial opportunities, including Rosecrest Business Park, Herriman Towne Center, and Anthem Commercial Center.
- Complete an amended Parks Master Plan to add the Dansie Annexation area.
- Review all development applications in a timely manner

### Budget for next year includes:

- Hiring a Planning Outreach Supervisor to organize and facilitate the Community Coordinator program and serve as the interface between the Planning Department and residents and developers.
- Attendance at various local conferences for Planning, Code Enforcement, and Business Licensing.
- A new computer for Code Enforcement.



### Goals and Objectives

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# COMMUNITY DEVELOPMENT – Planning

The Planning Department is responsible for licensing all of the businesses in the City, including home occupations. They are also responsible for code enforcement. This includes enforcing the landscaping and sign ordinances.

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget	% Change
<b>Planning &amp; Development</b>										
85001	Salaries & Wages	199,643	184,201	249,377	251,119	172,392	230,000	230,000	285,000	19.30%
85002	Payroll Burden	101,484	98,684	127,938	129,589	81,962	125,000	125,000	125,000	0.00%
85004	Overtime	-	886	-	303	112	1,500	1,500	1,500	0.00%
85006	Subscriptions/Membership/Dues	827	1,605	813	1,195	918	1,200	1,200	1,500	20.00%
85012	Seminars & Training	2,915	1,928	4,652	1,722	4,191	5,700	5,700	3,500	-62.86%
85015	Travel & Accomodations	4,804	1,182	9,667	590	6,218	12,100	12,100	2,400	-404.17%
85018	Fuel	1,616	1,785	927	1,127	539	2,000	1,500	2,000	25.00%
85021	Repair & Maintenance - Auto	567	151	579	516	878	1,500	1,000	1,500	33.33%
85027	Office Supplies	45	72	-	-	-	-	-	-	#DIV/0!
85030	General Supplies	316	318	271	116	236	500	250	500	50.00%
85045	Employee Relations	812	1,110	679	970	577	900	900	1,050	14.29%
85056	Cell Phone Expense	-	-	-	3,613	2,242	2,300	2,300	2,000	-15.00%
85063	Vehicle Lease	-	-	-	-	-	42,066	29,791	10,400	-186.45%
85064	Vehicle Insurance	350	359	359	330	348	385	348	385	9.61%
85085	Clothing & Uniforms	198	303	345	414	122	380	380	380	0.00%
85145	Advanced Planning	13,354	56,298	7,322	6,588	16,626	15,000	25,000	25,000	0.00%
85155	Abatements	-	9,460	48	2,092	-	10,000	-	10,000	100.00%
85740	Capital Outlay	-	-	-	5,320	3,815	46,629	46,629	4,000	-1065.73%
		326,931	358,342	402,977	405,603	291,177	497,160	483,598	476,115	-1.57%
<b>Related Revenue Accounts</b>										
32350	Zoning Land Use Fees	92,194	71,558	109,087	121,825	71,848	154,658	130,000	143,000	9.09%
32563	Annexation Fees	-	800	800	-	-	800	800	880	9.09%
		92,194	72,358	109,887	121,825	71,848	155,458	130,800	143,880	9.09%



# IMPACT FEES

## IMPACT FEES

In a growing area there is a conflict as to who should pay for new infrastructure to pay for new growth. If the city pays the cost, the burden falls on the existing residents and the cost is paid from their taxes. It is generally thought that the developer or new residents should shoulder the cost. In Herriman City's governmental funds we have two impact fees which impose a fee on new construction to pay the cost of infrastructure. The three impact fees that we assess are parks, streets and storm drain. These impact fees go through a thorough review with public input before they are implemented and are reviewed and updated on a periodic basis usually at least every five years.

## PARKS IMPACT FEE FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	Budget as Amended	Revised Budget	Proposed Budget
PARKS IMPACT FEES FUND									
36100	Interest Earnings	377	610	-	3,976	3,918	2,500	4,500	4,500
31221	Parks Impact Fees	850,179	923,588	882,485	4,198,225	2,336,128	1,750,000	2,764,400	2,800,000
31222	Parks Impact Fees HTC	-	-	-	143,419				
Total Revenue		850,556	924,198	882,485	4,345,620	2,340,046	1,752,500	2,768,900	2,804,500
47001	In-House Design	2,059	772	4,358					
47010	Butterfield Park Improvements	-	105,658	25,972					
47540	Environmental Study						10,000	10,000	10,000
47558	Park Master Plan Study	-	48,234	24,953					
47562	Baseball Field	-	57,174	-					
47586	Entry Park	-	667,630	75,000	(164)				
47592	Blackridge Improvements	590,872	85,383	979					
47600	Asphalt Trails	144,845	64,946	317,149	13				150,000
47602	Northwest Herriman Master Plan					33,088	25,000	33,088	
47902	Reimbursement Yukon Park	-	-	-	90,000		10,000		
	Yukon Park	-	-	-					100,000
47904	Wasatch Development	-	-	-		47,563	250,000	250,000	1,302,437
90312	Principle	-	140,625	140,625	140,625	281,250	140,625	140,625	
90205	Transfers to Capital Projects	-	-	-	1,600,894	320,880		320,880	320,000
90111	Transfer to Herriman City Hall					3,500,000	3,500,000	4,800,000	-
	Appraisals								50,000
	Butterfield East Connector								250,000
	Blackridge Storage Building								40,000
	Bathrooms Prairie Oaks								100,000
4890	Budgeted Increase In Fund Balance	-	-	-			1,351,875		
Total Expenditures		737,775	1,170,422	589,036	1,831,368	4,182,780	5,287,500	5,554,593	2,322,437
Net Revenue Over Expenditures		112,781	(246,224)	293,449	2,514,252	(1,842,734)	(3,535,000)	(2,785,693)	482,063
Beginning Fund Balance		406,656	519,437	273,213	566,662	566,662	3,080,914	3,080,914	295,221
Net Revenue Increase (Decrease) Fund Balance		112,781	(246,224)	293,449	2,514,252	(1,842,734)	(3,535,000)	(2,785,693)	482,063
Ending Fund Balance		519,437	273,213	566,662	3,080,914	(1,276,072)	(454,086)	295,221	777,284



# IMPACT FEES

## STREET IMPACT FEE FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>STREET IMPACT FEES FUND</b>									
36100	Interest Earnings	1,003	1,623	-	2,523	2,486	800	3,000	3,000
33221	Street Impact Fees	763,257	799,407	1,393,192	3,428,739	1,752,745	2,000,000	2,000,000	2,400,000
36300	RDM	-	-	-	-	-	96,000	-	96,000
		764,260	801,030	1,393,192	3,431,262	1,755,231	2,096,800	2,003,000	2,499,000
48707	Reimburse Anthem	-	-	551,957	234,150	254,282	-	255,000	250,000
49205	Anthem Park Blvd/Freedom Park	-	-	-	5,571	-	-	-	-
49210	Main St/High Country Road Traffic Stuc	-	-	-	-	-	-	-	-
49320	Traffic Signals Installation	-	39,324	20,689	4,518	-	-	7,000	440,000
49331	5600 W Design Construction	27,459	-	15,419	-	-	-	-	-
49332	5600 W Match	120,086	9,669	-	-	-	-	-	-
49333	JSD Reimb/Jr High	315,000	-	-	-	-	-	-	-
49350	Master Planning Transportation	12,018	61,431	14,852	37,142	24,217	25,000	25,000	-
49413	6600 West	-	-	125,000	182,444	57,444	125,000	125,000	-
49414	6600 West RDM	-	-	-	-	-	150,000	-	150,000
49701	O/S Reimb - Cove @ Herr Spring	52,500	(52,500)	140,700	58,800	18,900	-	-	45,000
49705	O/S Reimb - Blackhawk	48,300	-	44,100	-	-	-	-	-
49707	O/S Reimb - Valley View	118,000	121,609	-	-	-	-	-	-
49711	O/S Reimb - Whispering Pines	-	33,205	-	-	-	-	-	-
49712	O/S Reimb - Thompson Place	-	6,519	11,176	-	-	-	-	-
49714	Reimburse Wasatch	-	-	-	-	1,468,448	600,000	1,468,448	300,000
49715	Reimburse Antelope Meadows	-	-	-	-	48,300	48,791	48,791	-
49716	Reimburse Prairie Oaks	-	-	-	-	18,142	18,142	18,142	-
49717	Reimburse Silvers Bowles	-	-	-	-	2,100	4,800	4,800	25,000
49713	Reimburse King's Ranch Development	-	-	-	51,100	-	46,900	46,900	-
49901	Transfer to Debt Service	231,952	294,723	390,303	391,808	1,000,000	880,000	1,000,000	1,000,000
49902	Transfer to Capital Projects	-	-	-	1,400,000	-	-	-	-
49999	Budgeted Increase in Fund Balance	-	-	-	-	-	223,167	-	-
		925,316	513,980	1,314,196	2,365,533	2,891,834	2,121,800	2,999,081	2,210,000
Net Revenue Over Expenditures		(161,055)	287,050	78,996	1,065,729	(1,136,603)	(25,000)	(996,081)	289,000
Beginning Fund Balance		367,933	206,878	493,928	572,924	1,638,652	1,638,652	1,638,652	642,571
Net Revenue Increase (Decrease) Fund Balance		(161,055)	287,050	78,996	1,065,729	(1,136,603)	(25,000)	(996,081)	289,000
Ending Fund Balance		206,878	493,928	572,924	1,638,652	502,050	1,613,652	642,571	931,571

# IMPACT FEES

## STORM DRAN IMPACT FEE FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Storm Drain</b>									
36100	Interest Earnings	2,415	340	-	242	238	200	300	300
37700	Storm Drain Impact Fees	314,829	488,961	390,769	628,693	683,384	450,000	700,000	725,000
		317,245	489,301	390,769	628,935	683,622	450,200	700,300	725,300
48305	Master Planned Projects	8,997	2,655	1,350	1,200	6,320	50,000	50,000	
48306	CFFP/FFP Studies	-	2,857	-					
48329	GINA Road Storm Drain	-	-	6,476					
48336	13400 S 5600 W Storm Drain Tie In	66,722	-	-					
48340	Lomar- Cove @ Herriman Springs	13,326	3,320	3,568					
48350	Master Planning Storm Drain	(1)	-	1,554	9,285	1,056			
48359	13400 S Storm Drain	-	482,751	-					
48702	Reimburse Desert Creek	32,115	-	-					
48704	Reimburse Western Creek	9,946	-	-					
78705	Reimburse The Bluffs	6,278	-	-			15,000	15,000	
48706	Reimburse Ft Herriman Cove	-	-	35,356					
48707	Reimburse Rosecrest	-	-	-	37,186				
48708	Reimburse Wasatch	-	-	-			200,000	-	
48709	Reimburse Prairie Oaks					25,114	25,114	25,114	
48900	Reimburse Towne Center	-	-	-					
49713	Reimburse Anthem	-	-	82,712	61,507	31,184			
	7300 West Storm Drain							512,000	
	Reimbursement WalMart								300,000
	Reimbursement Cove							80,000	320,000
4920	Budgeted Increase in Fund Balance	-	-	-			160,086		
		137,383	491,583	131,016	109,177	63,674	450,200	682,114	620,000
<b>Net Revenue Over Expenditures</b>		<b>179,862</b>	<b>(2,282)</b>	<b>259,753</b>	<b>519,758</b>	<b>619,949</b>	<b>-</b>	<b>18,186</b>	<b>105,300</b>
Beginning Fund Balance		56,129	235,990	233,708	493,461	1,013,219	1,013,219	1,013,219	1,031,405
Net Revenue Increase (Decrease) Fund Balance		179,862	(2,282)	259,753	519,758	619,949	-	18,186	105,300
Ending Fund Balance		235,990	233,708	493,461	1,013,219	1,633,168	1,013,219	1,031,405	1,136,705

In addition to impact fee funds in the previous section, Herriman City also has several special revenue funds that are used to account for revenues that the city is designating for a specific use and which have a consistent revenue source.

**Street Light Fund** – this fund derives its revenue from developers. The fee is assessed to new developments to offset the cost of street lights.

**Street Sign Fund** – just like the street light fund listed above the street sign fund is assessed against developers to offset the cost of street signs related to new growth and development.

**Public Safety** – For a few years the city assessed a public safety fee to pay for law enforcement services. The city contracts with the Unified Police Department. The police department is now funded by property tax and the fee is no longer assessed, the fund however still has remaining fund balance that is being used over time to help fund public safety projects. The fund should expire in about a year and will no longer be used.

**Herriman Parkway** – This fund was originally used to account for funds received for construction of Herriman Parkway but has evolved to where it is used to account for any funds received from the state legislature.

# IMPACT FEES

**Herriman CDA** – The Herriman Towne Center was created as a Community Development Agency and the property taxes of several agencies were pledged to fund some of the development for a period of twenty years. This fund accumulates the tax increment payments that are used to pay for improvements in the development.

**Herriman SAA** – Much of the Herriman Towne Center was development using a special assessment area. The city bonded for the improvements and then receives special assessments from each lot as they sell to pay off the bond. The accounting for this assessment area is maintained in the Herriman SAA fund.

## STREET LIGHT FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>New Development Street Lights</b>									
33221	Street Light Revenue	167,945	418,250	483,100	521,175	815,033	452,500	1,000,000	1,000,000
39500	Transfer from General Fund	1,000	-	50,000					
39501	Transfer from Road Impact Fund	62,000	-	-					
		230,945	418,250	533,100	521,175	815,033	452,500	1,000,000	1,000,000
49001	Salaries & Wages	5,212	-	-					
49002	Payroll Burden	3,418	-	-					
49170	New Development Inventory Herriman Pkwy 6000 to Main	260,156	223,250	642,021	295,897	394,584	450,000	500,000	500,000
49171	New Connection Fees	-	-	4,115	1,932		2,500	2,500	2,500
49175	Consulting Fees	12,000	12,000	11,000	12,000				
49900	Budgeted Increase in Fund Balance	-	-	-					
		280,786	235,250	657,136	309,829	394,584	452,500	502,500	702,500
Net Revenue Over Expenditures		(49,841)	183,000	(124,036)	211,346	420,449	-	497,500	297,500
Beginning Fund Balance		50,761	920	183,921	59,885	271,231	271,231	271,231	768,731
Net Revenue Increase (Decrease) Fund Balance		(49,841)	183,000	(124,036)	211,346	420,449	-	497,500	297,500
Ending Fund Balance		920	183,921	59,885	271,231	691,680	271,231	768,731	1,066,231

## STREET SIGN FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>New Development Street Signs</b>									
33221	Street Sign Revenue	60,955	41,131	91,041	78,935	162,680	70,000	200,000	200,000
		60,955	41,131	91,041	78,935	162,680	70,000	200,000	200,000
49001	Salaries & Wages	1,355	962	-					
49170	Sign Installation	9,585	14,416	84,058	44,516	68,831	66,000	82,000	80,000
4990	Budgeted Increase in Fund Balance	-	-	-					
		10,940	15,377	84,058	44,516	68,831	66,000	82,000	80,000
Net Revenue Over Expenditures		50,015	25,754	6,983	34,419	93,849	4,000	118,000	120,000
Beginning Fund Balance		19,328	69,343	95,097	102,080	136,499	136,499	136,499	254,499
Net Revenue Increase (Decrease) Fund Balance		50,015	25,754	6,983	34,419	93,849	4,000	118,000	120,000
Ending Fund Balance		69,343	95,097	102,080	136,499	230,348	140,499	254,499	374,499

# SPECIAL REVENUE FUNDS

## PUBLIC SAFETY FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>PUBLIC SAFETY</b>									
36010	Revenue Public Safety	7,608	425	-	-	-			
3900	Usage of Beginning Fund Balance	-	-	-	-	-	6,000		
		7,608	425	-	-	-	6,000	-	-
47021	Repairs & Maintenance - Auto	362	160	-	14	-			
47030	General Supplies	-	164	992	-	-			
47033	Equipment - Purchase	63,855	263	5,583	2,146	-	3,500	17,989	
47045	Employee Relations	2,202	1,483	2,212	2,030	323	2,500	323	
		66,420	2,070	8,787	4,190	323	6,000	18,312	-
Net Revenue Over Expenditures		(58,812)	(1,645)	(8,787)	(4,190)	(323)	-	(18,312)	-
Beginning Fund Balance		91,747	32,934	31,289	22,502	18,312	18,312	18,312	0
Net Revenue Increase (Decrease) Fund Balance		(58,812)	(1,645)	(8,787)	(4,190)	(323)	-	(18,312)	-
Ending Fund Balance		32,934	31,289	22,502	18,312	17,990	18,312	0	0

## HERRIMAN PARKWAY FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Herriman Parkway</b>									
33222	Revenue State of Utah	1,536,780	1,372,830						
		1,536,780	1,372,830	-	-	-	-	-	-
49170	Right of Way Purchases	12,426	10,847	650					
49172	Appraisal Fees	3,320		2,800					
49174	Community College/E Juniper Crest	1,536,780	1,000,000		200,000				
49180	Rose Canyon Study								
49175	Reimbursed Road Projects		372,830						
	Transfer to Capital Projects							(170,338)	
		1,552,527	1,383,677	3,450	200,000	-	-	(170,338)	-
Net Revenue Over Expenditures		(15,746)	(10,847)	(3,450)	(200,000)	-	-	170,338	-
Beginning Fund Balance		59,705	43,959	33,112	29,662	(170,338)	(170,338)	(170,338)	(0)
Net Revenue Increase (Decrease) Fund Balance		(15,746)	(10,847)	(3,450)	(200,000)	-	-	170,338	-
Ending Fund Balance		43,959	33,112	29,662	(170,338)	(170,338)	(170,338)	(0)	(0)

# SPECIAL REVENUE FUNDS

## HERRIMAN CDA FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Herriman CDA</b>									
36101	Property Tax Revenue	83,973	143,662	610,795	837,062	1,200,057	1,000,000	1,200,000	1,200,000
3610	Interest Income					637		637	700
	Bond Proceeds							10,500,000	
3890	Usage of Beginning Fund Balance								
		83,973	143,662	610,795	837,062	1,200,694	1,000,000	11,700,637	1,200,700
4160	U Road	-	190,259	610,795		4,555,334		6,500,000	
4165	Principle TIF Bond 2016								570,000
4170	Interest TIF Bond 2016					140,158		140,158	275,564
	Transfer to City Hall							3,500,000	
47180	Cost of Issuance					113,500		113,500	
4990	Budgeted Increase in FundBalance	-	-	-	-				
		-	190,259	610,795	-	4,808,992	-	10,253,658	845,564
Net Revenue Over Expenditures		83,973	(46,597)	-	837,062	(3,608,298)	1,000,000	1,446,979	355,136
Beginning Fund Balance		-	83,973	37,376	37,376	874,438	874,438	874,438	2,321,417
Net Revenue Increase (Decrease) Fund Balance		83,973	(46,597)	-	837,062	(3,608,298)	1,000,000	1,446,979	355,136
Ending Fund Balance		83,973	37,376	37,376	874,438	(2,733,860)	1,874,438	2,321,417	2,676,553

## HERRIMAN TOWNE CENTER SAA

Column1	Column2	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Herriman Towne Center SAA</b>									
36200	Interest Income	13,852	11,002	11,327	19,767	8,812	8,000	12,000	12,000
36100	Bond Proceeds					12,931,000		12,931,000	
36101	Assessment Revenue	534,040	1,174,073	1,454,060	358,681	496,566	1,000,000	450,000	
36110	HTC Storm Drain Impact Fees	2,367	96,415	48,106	-	-	70,000	-	-
36111	HTC Road Impact Fees	53,550	149,050	595,942	197,451	349,550	250,000	300,000	300,000
36112	HTC Water Impact Fees	64,794	119,689	626,533	-	367,504	700,000	300,000	300,000
36113	HTC Park Impact Fees	51,023	72,316	497,967	6,096	23,294	500,000	-	-
36300	Fees	786,835	-	-	150	(1)	-	-	-
36310	Assessment HTC Sorenson Mgt	711,842	1,022,606	2,616	-	-	5,000	-	-
		2,218,302	2,645,151	3,236,551	582,144	14,176,724	2,533,000	13,993,000	612,000
47148	Assessment Reimbursement	123,520	57,036	61,243	4,907	332,320	300,000	345,000	
47149	Park Impact Fees	85,725	22,860	-			100,000	-	
47150	Storm Drain Reimbursement	-	24,721	-			100,000	-	
47151	Road Reimbursement	-	95,850	-			500,000	300,000	300,000
47152	Water Reimbursement	118,481	58,470	-			400,000	300,000	300,000
47155	Street Lighting	934	-	-				-	
47160	City Reimbursements	-	-	2,340			3,245	-	
47163	13400 S Improvements	248,000	-	-				-	
47165	Administrative Fee	16,339	25,645	38,121	33,163	29,625	-	-	
47180	Cost of Issuance					178,002	52,861	178,002	
47190	Trustee Fee	-	-	2,500	2,500		5,000	5,000	
47195	Special Assessment Principle	1,675,000	1,035,000	1,920,000	755,000		780,000	780,000	
47200	Transfers	(75,843)	(190,259)	-					
47250	Interest	729,211	705,654	655,658	581,393		621,980	306,415	
47260	Principle Towne Center SAA 2016								670,000
47265	Interest Towne Center SAA 2016							140,158	306,413
	Payment to Trustee (Escrow Agent)							12,931,000	
4990	Budgeted Increase in Fund Balance	-	-	-	-				
		2,921,367	1,834,978	2,679,862	1,376,962	539,947	2,863,086	15,285,575	1,576,413
Net Revenue Over Expenditures		(703,065)	810,173	556,689	(794,818)	13,636,777	(330,086)	(1,292,575)	(964,413)
Beginning Fund Balance		2,367,956	1,664,891	2,475,064	3,031,753	2,236,936	2,236,936	2,236,936	944,361
Net Revenue Increase (Decrease) Fund Balance		(703,065)	810,173	556,689	(794,818)	13,636,777	(330,086)	(1,292,575)	(964,413)
Ending Fund Balance		1,664,891	2,475,064	3,031,753	2,236,936	15,873,713	1,906,850	944,361	(20,052)

# DEBT SERVICE FUND

The debt service fund is used to accumulate funds to pay debt service in governmental funds. Currently, there are two bonds being paid from the Debt Service Fund; they are our sales tax bond 2008 which is an advanced refunding bond with an offsetting escrow account and the sales and franchise tax 2015.

Additional funds are being transferred in the coming year to begin to build a fund balance in preparation for future debt payments.

## DEBT SERVICE FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Debt Service</b>									
36100	Interest Income	127	115	-	1,780	38,017	85,000	85,000	35,000
	Bond Proceeds	-	-	-	6,736,593	359,835			
38120	Transfer from General Fund	215,317	225,290	195,151	495,151	-	1,200,000	1,200,000	2,000,000
38121	Transfer from Road Impact Fund	231,952	294,723	390,303	391,808	1,000,000	880,000	1,000,000	1,000,000
	Beginning Fund Balance								
		447,396	520,128	585,454	7,625,331	1,397,852	2,165,000	2,285,000	3,035,000
47110	Sales Tax Bond 2008 Principle	447,269	520,013	225,000	67,958	240,000	249,167	240,000	
47130	Sales Tax Bond 2008 Interest	-	-	358,656	351,959	583,792	338,109	583,792	
47135	Sales Tax Bond 2015 Principle	-	-	-		725,000	725,000	725,000	825,000
47136	Sales Tax Bond 2015 Interest	-	-	-		603,828	1,111,717	1,111,717	1,007,653
47138	Trustee Fees					8,000		8,000	
		447,269	520,013	583,656	419,917	2,160,620	2,423,993	2,668,509	1,832,653
<b>Net Revenue Over Expenditures</b>									
		127	115	1,798	7,205,415	(762,768)	(258,993)	(383,509)	1,202,348
<b>Beginning Fund Balance</b>									
		242	369	484	2,282	7,207,696	7,207,696	7,207,696	6,824,187
<b>Net Revenue Increase (Decrease) Fund Balance</b>									
		127	115	1,798	7,205,415	(762,768)	(258,993)	(383,509)	1,202,348
<b>Ending Fund Balance</b>									
		369	484	2,282	7,207,696	6,444,928	6,948,703	6,824,187	8,026,535

# CAPITAL PROJECTS FUNDS

In addition to the impact fee funds listed above the City has two capital projects funds.

**Towne Center** – This fund was set up to account for the costs associated with planning and construction of the Towne Center project including the City Hall. Currently the city is in the planning stages and this budget shows money being appropriated for design work.

**Capital Projects** – Our capital projects general fund is used for an assortment of projects that are kept separate from the other operating costs so that trends can be maintained.

## TOWNE CENTER-CITY HALL

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Towne Center</b>									
36200	Interest income	4	7	(1)	79,587	69,404	25,000	100,000	
3900	Usage of Beginning Balance								
39400	Bond Proceeds	-	-	-	15,000,000	1,937,991		3,500,000	
39500	Transfer from General Fund	-	-	200,000	2,217,616	1,500,000	1,327,130	2,500,000	
39501	Transfer from Park Impact					3,500,000	3,500,000	4,800,000	
	Transfer from Herriman CDA							3,500,000	
		4	7	199,999	17,297,203	7,007,395	4,852,130	14,400,000	-
44100	City Hall	-	-	17,948	3,134,164	9,839,284	14,570,412	13,000,000	5,000,000
44150	Park						7,000,000	6,000,000	2,400,000
		-	-	17,948	3,134,164	9,839,284	21,570,412	19,000,000	7,400,000
Net Revenue Over Expenditures		4	7	182,051	14,163,039	(2,831,889)	(16,718,282)	(4,600,000)	(7,400,000)
Beginning Fund Balance		635	640	647	182,698	14,345,737	14,345,737	14,345,737	9,745,737
Net Revenue Increase (Decrease) Fund Balance		4	7	182,051	14,163,039	(2,831,889)	(16,718,282)	(4,600,000)	(7,400,000)
Ending Fund Balance		640	647	182,698	14,345,737	11,513,848	(2,372,545)	9,745,737	2,345,737





# CAPITAL PROJECTS FUNDS

## CAPITAL PROJECTS-GENERAL

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>CAPITAL PROJECTS FUND</b>									
36099	Interest Earnings	487	949	1,131	(1,339)				
36100	Misc Revenue	18,437	-	-					
36103	Corridor Preservation	-	-	500,000	1,180,000		1,000,000		1,500,000
36104	ACUB Grant	-	-	-	2,697,200	4,056,100	3,000,000	5,000,000	5,000,000
36105	Salt Lake County Interlocal						700,000	700,000	
36106	Utah Dept of Transportation						1,700,000	1,700,000	
36110	Bond Proceeds				8,248,444				
36115	Utah State Legislature Grant					364,886	2,000,000	1,000,000	2,200,000
36117	CDBG Grant					54,697	55,677	55,677	
36120	Revenue from UPD	-	-	37,939					
36050	Transfer from General Fund	647,253	524,190	825,000	275,000				
36052	Transfer from Road Impact Fund	-	-	-	1,400,000				2,500,000
36050	Transfer from Park Impact Fund	-	-	-	1,600,894	320,880		320,880	
36054	Transfer from Herriman Parkway					(170,338)			
38121	Developer Agreement Revenues	-	120,000	241,468		191,724		161,657	
		666,177	645,139	1,605,538	15,400,199	4,817,949	8,455,677	8,938,214	11,200,000
47140	Cost of Issuance				298,323	-	-	-	-
47361	Traffic Signals	684	1,421	151,453		105,392		105,392	
47362	Signal 5600 W & Herriman Parkway	56,692	-	-					
47415	Mtn View Corridor Betterments	13,399	-	-					
47501	Transfer to Debt Service	-	-	-	195,777				
47512	Porter Rockwell Project	16,354	5,845	-					
47513	Lafayette Precast Wall	75,952	-	-					
47520	River Chase Road	1,140	-	-					
47522	Legacy Blvd Sidewalk	6,426	-	-					
47523	Signage Mountain View Corridor	-	-	180,118					
47528	Herriman Parkway	134,710	-	-	1,552,089	751,943		760,000	
47533	5600 West	26,162	528,000	664,174	20,000				
47534	Safe Walking Routes	14,800	238,848	-		2,802	12,000	2,500	
47536	UTA Studies	-	62,500	-					
47546	7530 West Improvements				725,485	59,784	240,000	300,000	
47549	Road Improvements	-	-	1,337					
47553	UPD Office Remodel	-	-	37,939					
47554	Creek Ridge Annexation	-	-	-					
47557	Property Acquisition	-	-	250,000	9,675,879	4,682,323	4,000,000	5,000,000	5,342,000
47562	Main Street Extension	10,386	-	-	16,096	395,838	2,000,000	2,100,000	1,000,000
47562	13400 S Overlay	237,501	114,550	-					
47563	Butterfield Park Secondary	(749)	-	-					
47565	11800 S Widening	-	56,125	-			30,000		
47570	Legacy Open Space/Detention Prop	-	32,685	875					
47571	Property Purchase-Bobcat Dr Microw	-	124,057	-					
47572	Academy Parkway	-	-	62,710		351,611	2,000,000	1,000,000	1,500,000
47573	6600 West Construction	-	-	3,500		166,547		158,904	
47575	ADA Ramps					54,697	55,677	54,697	
47577	11800 South Median					27,911		27,911	
	Shoshone Pond								40,000
	Herriman Blvd Main to 6600 West								250,000
	Welby Jacobs Trail								50,000
	Butterfield Parkway at 6400 West								50,000
	11800 South								105,000
	Evening View Drive								92,800
	Main & 6400 West Intersection								200,000
	Autumn Crest Road								2,200,000
		593,457	1,164,031	1,352,106	12,483,649	6,598,850	8,337,677	9,509,404	10,829,800
<b>Net Revenue Over Expenditures</b>									
		72,720	(518,893)	253,432	2,916,550	(1,780,901)	118,000	(571,190)	370,200
<b>Beginning Fund Balance</b>									
		268,967	341,687	(177,206)	76,226	2,992,776	2,992,776	2,992,776	2,421,586
<b>Net Revenue Increase (Decrease) Fund Balance</b>									
		72,720	(518,893)	253,432	2,916,550	(1,780,901)	118,000	(571,190)	370,200
<b>Ending Fund Balance</b>									
		341,687	(177,206)	76,226	2,992,776	1,211,876	3,110,776	2,421,586	2,791,786

# ENTERPRISE FUND – Water Department

## ENTERPRISE FUND

Proprietary fund or Enterprise fund statements offer short and long-term financial information about the activities the government operates *like businesses*. Herriman City, utilizing three proprietary funds, one is the operating fund for water the other two are used for Impact Fees related to the Water fund.

With each of the Enterprise funds we have presented proposed capital expenditures even though they will not affect fund balance.

The two years represented in this budget include \$444,500 in additional revenue representing the City's water use, a corresponding expense in the administration section is entered for the cost of administration provided by governmental departments.

## HERRIMAN CITY MUNICIPAL WATER DEPARTMENT

### Mission

**The Water Department's mission is to provide clean, safe drinking water and secondary irrigation water, to the valued residents and businesses of Herriman City in an efficient, cost effective and environmentally sensitive manner. We take pride in assisting other departments of the city with meeting the goals and objectives of City administration, Mayor and City Council.**

### Organization of Department

Our department currently employs 12 full time and 2 seasonal employees, all of which take great pride in the services they provide to our residents. We are privileged to have a high quality work force.

#### Full Time Employees

Water Director	Water Operator III/Water Quality
Administrative Coordinator	Water Lead #2
Water Manager	Water Operator III
Water Foreman/Facilities	Operator I #1
Water Lead/Secondary Inspector	Operator I #2
Water Lead #1	Operator I Entry Level

### Department Objectives

- Responsiveness- Being prepared to respond in a timely, efficient and professional manner.
- Safety- Our department is committed to provide a safe work environment for our employees and the residents we serve. We provide the tools and equipment necessary to promote safety as a way of life.
- Team Work- We are a team in which all individuals have their own strengths, who teach, respect, trust, value and support one another to achieve our common goals.
- Customer Service- Our department takes great pride in providing a high level of service for our residents and business owners.

# ENTERPRISE FUND – Water Department



## Department Accomplishments



Completed construction of Zone 2 North 5MG water tank



Design and begin construction of East Herriman Water Infrastructure



Redeveloped Tuscany Well



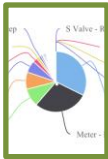
Delivered +/- 2,090,985,867 gallons of drinking water & +/- 182,758,570 gallons of secondary irrigation water



Designed Wells to Blackridge Reservoir connection pipeline and pump station



Supplied water to approximately 8,850 culinary & 1,020 secondary water connections



Completed 1,931 work orders and service requests



Received approximately 6,000 bluestake requests



Our Department also has the responsibility of operating and maintaining two additional water systems owned by HOA's

# ENTERPRISE FUND – Water Department



## Department Goals

•Complete construction of East Herriman Water Infrastructure

•Upgrade aging infrastructure in Historic areas

•Prep Heritage Place subdivision of secondary water

•Expand secondary water service areas into Town Center and North Herriman subdivisions

•Design and begin construction of South Herriman water infrastructure

•Redevelop Tuscany well to be utilized in the secondary irrigation system

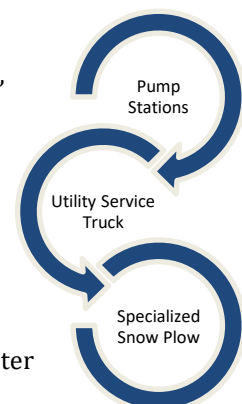
•Design and construct Jordan Valley connection to 5MG tank





## Significant Budget Changes

- Additional FTE will increase the budget in several areas- Salaries & wages, payroll burden, training & education, clothing & uniform, employee relations etc...
- New pump station and tank in East Herriman will increase expenses in many area- Electric & power costs, building & grounds, auto maintenance, insurance
- Contracted Technical Services: will include a development standards update, Drinking Water Source Protection Plan updates, contract services for water modeling new subdivision
- Rapid growth increase effects many areas- Memberships based on population, utility billing, printing & postage, public notices, meter purchases
- We plan to add a large utility service truck to the water fleet to increase efficiency replace an aging vehicle. This will increase cost to insurance, tools & equipment, lease payments, repair of auto
- We would like to purchase a specialized snow plow to maintain access to water facilities. This will also be available for use in general parking lot plowing



As a department, we are dedicated to continue providing quality service to the Herriman Community. We will continue to work diligently to provide clean, safe drinking water, and secondary water to our current and future water connections. It is both exciting and challenging to work in a community growing as rapidly as we are.



# ENTERPRISE FUND – Water Department

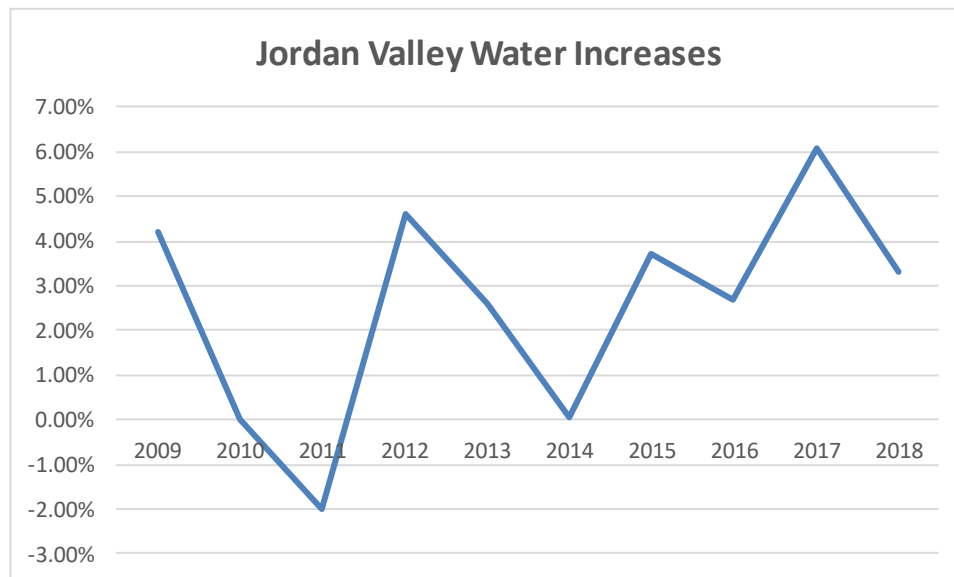
## Water Department Budget Description

- Over all, the water department is doing quite well with staying within the current fiscal year's budget. I foresee there being a few changes as we move into the new fiscal year. Our water system is growing very rapidly and we will need to make a few additions to meet those demands.

### Enterprise Fund:

- Addition of 1 ½ FTE (1 operator & ½ office communications)
- Try to keep 3 seasonal employees through summer and 1 year-round
- There are a number of our operators that will progress their careers by obtaining higher certifications and or CDL's
- Large Utility truck with crane, onboard air and welder/generator
- Replace existing 2006 truck w/ small ford ranger to be used in bluestaking
- Anticipate an increase in Jordan Valley water purchases due to increased population
- Anticipate a rate increase from Jordan Valley of about 5%
- Anticipate a rate increase from Rocky Mountain Power of about 3%
- Repair & Replacement Fund for aging infrastructure
- Expansion of Secondary Water System

The following table shows the Jordan Valley water price increase history.



There are a number of Capital projects that will be constructed this fiscal year. A portion of those projects will be fully or partially funded by the enterprise fund. Some of the projects that are eligible for impact fees, may only be partially funded by impact fees due to the fact a portion of the project will supply existing connections. Therefore, portions of or entire projects need to be funded by the Enterprise fund.

We will be competing a water rate study to determine if the water rates need to be increased to keep up with the increased demands and other utility increases. It is very important to keep our water rates up to date to maintain a strong financial standing to keep our water revenue bond obligation.

#### Water Impact Fees:

- East Herriman Water Infrastructure (Wasatch & Rosecrest Reimbursement Agreements) RSL Commitment
- East Herriman Secondary Water Infrastructure (Juniper Canyon)
- West Herriman Water Infrastructure SLR Commitment
- Tuscany Well Secondary water supply
- Expansion of secondary water system
- Expand culinary system to keep up with economic development

## WATER DEPARTMENT

#### Water Department Staffing

	Wage Grade	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018
<b>Water</b>						
Water Director	19	1.00	1.00	1.00	1.00	1.00
Water System Manager	16	1.00	1.00	1.00	1.00	1.00
Water Department Coordinator	12	1.00	1.00	1.00	1.00	1.00
Water Operator Foreman	15	1.05	1.10	1.10	1.10	1.00
Water Operator III/Lead	13	1.08	2.15	2.10	2.10	2.00
Water System Operator III	13	3.25	3.25	3.25	3.25	2.00
Water System Operator II	12	1.07	-	-	-	-
Water System Operator I	11	3.85	5.25	4.10	2.90	7.50
Water System Admin Tech	12	-	-	-	0.50	-
Facilities Tech I	9	-	-	-	-	0.50
Intern	9	-	-	-	-	0.50
		13.30	14.75	13.55	12.85	16.50



# WATER DEPARTMENT

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>WATER FUND</b>									
<b>Income From Operations</b>									
37100	Water Sales	5,268,440	5,302,455	5,902,799	6,539,047	5,895,672	6,866,894	7,200,000	7,632,000
37110	Secondary Water Sales	125,346	265,687	336,986	476,729	421,375	324,480	525,000	556,500
37120	Penalties	38,810	47,494	44,862	63,085	36,059	43,264	45,000	47,700
37150	Hydrant Construction Water Sales	20,071	9,646	22,631	29,708	51,018	27,040	65,000	68,900
37152	Residential Const Water Sales	64,281	68,691	87,639	125,836	115,711	81,120	120,000	127,200
37170	Hi country I Water Sales	926	3,122	-	-	-	-	-	-
37175	Hi country II Water Sales	(926)	(3,122)	-	-	-	-	-	-
37180	Water Reconnect Fees	32,759	30,243	34,227	29,481	10,692	32,448	9,000	9,540
37200	Connection Fees	165,023	182,650	236,633	330,287	298,711	189,280	310,000	328,600
37550	Meter Rental	9,602	9,575	32,304	19,082	30,876	37,856	35,000	37,100
37610	Jumper Fines	393	45	-	-	-	-	-	-
37612	Damage Reimbursements	7,741	13,392	16,917	37,452	46,495	10,400	53,000	56,180
37613	Return Check Charge	555	-	-	-	-	260	260	260
		5,733,022	5,929,877	6,714,998	7,650,708	6,906,608	7,613,042	8,362,260	8,863,980
<b>Administration</b>									
80001	Salaries & Wages	206,390	188,823	174,096	180,737	158,076	175,000	185,000	222,220
80002	Payroll Burden	93,447	88,857	55,637	61,883	79,775	90,000	105,000	115,175
80003	Overtime	496	1,258	87	452	-	500	500	500
80006	Subscriptions & Memberships	135	3,197	5,849	5,421	1,507	6,000	6,000	7,000
80009	Dues, Licenses & Certifications	-	1,750	390	3,799	1,393	2,250	2,250	2,500
80012	Seminars & Training	4,905	5,965	5,135	5,799	6,139	7,500	7,500	8,000
80015	Travel & Accomodations	1,853	2,658	4,370	3,945	2,529	3,500	3,500	3,500
80018	Fuel	2,321	312	850	673	412	1,000	750	750
80021	Repairs & Maintenance - Auto	1,060	(2,002)	362	254	79	1,500	750	1,500
80024	Repairs & Maintenance - Equipmnet	-	(606)	-	-	-	-	-	-
80027	Computers and Tech	3,515	64	(300)	1,200	4,041	7,500	6,000	9,000
80030	General Supplies	50	152	1,427	996	123	2,000	1,200	2,000
80033	Equipment Purchase	780	-	-	-	-	-	-	1,500
80036	Tool -Purchase	-	1,150	21,981	466	-	-	-	-
80039	Printing	11,640	12,849	12,384	12,205	13,315	14,500	19,000	23,000
80045	Employee Relations	5,110	584	741	444	667	800	800	800
80048	Attorney Fees	87,463	79,219	-	42	64	-	-	-
80058	Postage & Shipping	25,123	27,331	29,830	28,564	20,242	36,000	36,000	37,500
80061	Contracted/Technical Service	31,090	28,896	35,231	17,953	69,631	66,000	75,000	75,000
80064	Vehicle Insurance	350	350	366	490	362	400	400	400
80065	Facility/Bldg Insurance	15,096	18,122	16,000	15,748	15,500	20,000	20,000	22,500
80190	Bank Charges	44,852	32,734	38,025	8,340	1,555	-	2,500	2,500
80220	Public Notices	13,664	11,293	12,900	6,299	301	14,500	14,500	14,500
80225	Cell Phone/Radio Expense	10,041	5,694	13,998	13,920	17,348	18,500	21,500	21,500
80245	Property Tax	24,592	-	9,508	-	-	-	-	-
80312	Professional & Technical	-	500	-	-	-	-	-	-
80410	Liability Insurance	31,000	30,000	7,337	-	-	8,000	-	-
80415	Water Share Assessment	7,001	3,790	16,591	16,772	21,602	20,000	22,000	25,000
80462	Software Annual Licensing	14,787	14,704	3,046	2,926	5,734	26,450	26,450	25,000
80500	Depreciation	2,046,963	2,281,433	2,408,615	2,586,953	1,970,373	2,330,000	2,330,000	2,500,000
80550	Bad Debt Expense	8,846	(5,487)	(3,169)	(1,834)	(337)	1,000	1,000	1,000
80650	CO Tank Improvements	-	-	-	-	-	25,000	25,000	25,000
80730	Water	-	-	10,312	3,314	421	4,800	750	1,000
80740	Captial Outlay-Equipment	-	-	-	3,263	-	-	-	-
80795	East Herriman Water Project	176,662	(0)	-	-	39,532	-	-	-
80797	HTC Well	-	55,610	555	-	-	-	-	-
80798	4000 W Secondary P.S.	-	-	-	-	-	-	-	-
80814	Zone II North Tank	-	-	-	-	43,947	130,000	-	-
80815	11800 S 6000 W Water Line	-	-	-	-	260,406	-	-	-
Capital Improvement Projects									395,000
80905	Administrative - General Fund	-	-	535,126	601,675	390,232	450,000	-	-
		2,869,232	2,889,200	3,417,280	3,582,699	3,124,971	3,462,700	2,913,350	3,543,345

# WATER DEPARTMENT

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Maintenance</b>									
81001	Salaries & Wages	319,315	303,393	346,778	393,972	320,417	415,000	435,000	493,558
81002	Payroll Burden	172,050	174,012	155,031	218,869	174,769	238,000	245,000	255,808
81003	On Call/Overtime	11,641	26,544	8,659	8,833	6,296	25,000	25,000	25,000
81010	Safety	880	1,451	2,428	713	8,715	8,000	9,000	4,500
81018	Fuel	29,374	40,140	23,453	24,631	16,694	35,000	35,000	35,000
81021	Repairs & Maintenance - Auto	4,677	7,631	8,446	14,529	11,144	16,500	16,500	16,500
81024	Repairs & Maintenance - Equipmnet	13,694	2,126	11,635	10,916	10,056	28,300	28,300	32,000
81030	General Supplies	20,660	586	1,928	2,319	1,534	7,000	7,000	4,000
81033	Equipment Purchase	8,366	7,627	10,213	2,746	23,136	27,000	27,000	25,000
81036	Tool Purchase	5,458	10,372	6,193	9,028	1,330	15,000	15,000	28,500
81045	Employee Relations	260	953	170	750	298	750	750	900
81051	Utilities Electric	349,758	339,457	454,859	463,124	361,636	590,000	590,000	715,000
81052	Utilities Natural Gas	1,232	1,917	282	753	999	2,000	2,000	2,000
81055	Utilities Telephone	406	-	-	-	(650)	-	-	-
81063	Vehicle Lease	-	-	3,215	144	27,539	65,000	65,000	110,000
81064	Vehicle Insurance	3,570	4,494	3,526	3,874	4,095	5,500	5,500	7,500
81065	Equipment Insurance	850	-	-	-	-	1,300	1,300	1,600
81066	Clothing & Uniforms	5,228	4,807	4,798	7,082	4,932	7,200	7,200	7,200
81260	Equip Lease Backhoe	14,000	14,000	14,663	14,000	7,000	14,000	14,000	14,000
81262	Bldg/Grounds/Supplies/Maintenance	7,122	17,077	37,136	18,489	14,343	30,000	30,000	55,000
81300	Meter Repair and Replacement	14,777	32,860	41,570	33,540	53,555	54,000	54,000	125,000
81305	Meters New	109,840	176,074	139,797	181,422	258,318	245,000	245,000	305,000
81310	Meters Hydrants	(985)	3,517	2,016	-	6,408	5,000	6,500	12,000
81420	Purchase Water (JVWCD)	1,894,883	1,920,177	1,173,768	1,709,487	1,597,570	1,700,000	2,060,000	2,115,000
81470	New Service Connections	6,043	16,250	11,116	-	1,217	10,000	12,500	5,000
81475	Road/Right of Way Repair	203	11,010	1,354	6,414	3,231	11,000	6,500	10,000
81476	Repairs Distribution	21,749	47,918	12,829	93,478	91,466	90,000	90,000	90,000
81477	Repairs Service	13,122	22,804	19,908	11,539	11,352	22,000	22,000	22,000
81478	Repairs Sources	51,936	30,277	25,923	69,119	159,070	70,000	70,000	75,000
81481	Repairs Secondary	12,946	-	-	-	-	-	-	-
81490	Chemicals & Testing	37,600	18,038	10,669	15,941	10,172	19,000	19,000	29,000
81495	Backflow Program	2,514	-	-	-	19	2,000	-	-
81498	Chemical Injection	35,434	13,007	13,287	9,960	7,608	14,200	12,000	15,000
81500	Chlorine	8,182	7,909	7,387	8,622	4,676	17,425	17,425	15,000
81505	Flouride	2,120	2,120	4,894	-	-	6,000	6,000	4,500
81740	CO Equipment	-	-	11,698	8,834	10,157	25,000	25,000	50,000
81790	Capital Replacement Fund	-	-	-	-	-	150,000	150,000	150,000
81800	CO Scada Integration	8,991	21,172	17,042	12,541	52,222	28,000	80,000	325,000
		3,187,893	3,279,718	2,586,671	3,355,667	3,261,324	3,999,175	4,434,475	5,180,566
<b>Blue Stake</b>									
82001	Salaries & Wages	24,890	15,546	36,202	47,963	32,198	42,000	42,000	55,268
82002	Payroll Burden	10,067	9,013	15,754	20,985	20,322	22,000	25,000	28,645
82003	On Call/Overtime	-	-	-	-	-	2,000	2,000	2,000
82018	Fuel	4,406	3,162	2,137	2,234	1,025	2,500	1,500	2,500
82021	Repairs & Maintenance - Auto	908	733	2,060	3,379	1,551	1,500	2,000	2,000
82030	General Supplies	272	1,583	388	583	600	1,500	1,500	2,000
82063	Vehicle Lease	-	-	-	103	-	-	-	-
82064	Vehicle Insurance	405	-	405	385	407	385	407	400
82120	Blue Stakes - Nortification	4,699	5,261	5,872	6,329	6,692	7,200	7,200	7,200
82250	Equipment-Supplies & Maintenance	-	-	23	273	-	-	-	-
		45,648	35,298	62,841	82,235	62,795	79,085	81,607	100,013

# WATER DEPARTMENT

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Secondary Water</b>									
84001	Salaries & Wages	26,435	47,469	39,961	42,638	32,065	50,000	40,000	45,000
84002	Payroll Burden	17,167	30,423	15,677	13,438	18,692	27,500	24,000	24,100
84030	General Supplies	1,361	-	-	1,039	-	-	-	-
84051	Utilities Electric	1,412	4,325	21,497	83,972	81,123	105,000	115,000	164,000
84262	Bldg & Grounds Maintenance		5,006	755	13,089	58	20,000	20,000	40,000
84305	Meters New	51,537	73,337	70,549	158,261	3,417	150,000	150,000	150,000
84420	Purchase Water (Riverton)	32,824	62,527	86,838	23,595	-	10,000	10,000	10,000
84470	New Services/Connections	4,129		-	383	-	3,000	3,000	3,000
84476	Repairs Distribution	14,947	37,641	9,950	12,878	3,174	20,000	20,000	20,000
84477	Secondary Water		1,676	118				1,500	1,500
84490	Chemicals & Testing	1,189	(20)	-	21,695	10,506	19,000	17,500	19,000
84498	Chemical Injection		15,746	2,497	6,713	610	500	1,000	1,000
84500	Depreciation	130	(130)	-			170,000		
84501	6600 West Secondary Project					121,268		140,000	
	Capital Improvement Projects								1,530,000
84800	C/O Scada Integration		5,148	925			3,000	3,000	3,000
		151,131	283,147	248,767	377,701	270,912	578,000	545,000	2,010,600
<b>Income From Operations</b>									
		(520,883)	(557,486)	399,439					
<b>Non-Operating Items</b>									
38100	Interest Earnings	39,819	26,602	41,322	19,129	19,850	20,000	20,000	20,000
38300	Water Bond Proceeds			-		236,152	-		
38880	Lease Proceeds		6,358	31,998					
38900	Irrigation Revenue			1					
38900	Misc Revenue			3,574		10,187		11,000	11,000
39100	Subdividers Contribution	4,436,584	1,692,729	2,432,680	3,236,124				
		4,476,402	1,725,689	2,509,575	3,255,252	266,188	20,000	31,000	31,000
<b>Non-Operating Expenditures</b>									
47100	Interst Expense		726,883	757,649	589,606	1,019,997	950,000	600,000	594,288
47600	Cost of Issuance	596,075		108,436	164,664				
80810	Debt Service								
90100	Transfers	(1,755,847)							
		(1,159,771)	726,883	866,085	754,270	1,019,997	950,000	600,000	594,288
<b>Total Non Operating Income</b>									
		5,636,174	998,806	1,643,490	2,500,982	(753,809)	(930,000)	(569,000)	(563,288)
<b>Net Revenue Over Expenditures</b>									
		5,115,291	441,320	2,042,929	2,500,982	(753,809)	(930,000)	(569,000)	(563,288)
<b>Beginning Fund Balance</b>									
		41,187,796	45,870,491	46,311,810	48,354,739	50,855,722	50,855,722	50,855,722	50,286,722
<b>Net Revenue Increase (Decrease) Fund Balance</b>									
		5,115,291	441,320	2,042,929	2,500,982	(709,862)	(800,000)	(569,000)	(563,288)
<b>Prior Period Adjustments</b>									
		(432,596)							
<b>Ending Fund Balance</b>									
		45,870,491	46,311,810	48,354,739	50,855,722	50,145,860	50,055,722	50,286,722	49,723,434

# WATER DEPARTMENT

## ENTERPRISE FUND-IMPACT FEE FUNDS

### WATER IMPACT FEE FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Water Impact</b>									
36100	Interest Income	2,144	3,469	(109)	6,583	6,487			
33221	<b>Water Impact Fees</b>	988,452	1,040,316	1,343,658	7,386,092	1,977,780	12,000,000	12,000,000	5,000,000
3900	Unapp Fund Balance								
		990,595	1,043,785	1,343,549	7,392,675	1,984,267	12,000,000	12,000,000	5,000,000
47542	11800 S Water Line					1,997		1,732	
47551	East Herriman Water Project					1,368,111	12,000,000	12,000,000	4,000,000
47552	Tuscany Well Development								500,000
47553	Towne Center Secondary Improvements							250,000	250,000
47600	Master Plan Water	5,644	56,960	32,996	27,499	6,652		6,652	
47610	Master Plan Secondary Water	4,290	165,237	18,681					
47611	Secondary Project Design	22,223							
47705	Property Acquisition	553,807						150,000	
47800	Debt Service Zions	250,000							
47901	Rosecrest Rd Secondary Tie-in	-							
48215	Reimburse Rushmore & Yosemite				258,398				
48703	Reimbursement Doug Young				171,264	237,909		237,909	
48705	Cove Reimbursements	43,750	(43,750)	83,190					
48707	Black Hawk Subdivision	59,138		(25,521)					
48708	O/S Reimb-Desert Creek (Sec)								
48711	Western Creek	43,070							
48712	Reimbursement Overlook				289,867			289,867	1,200,000
	Main Street Extension Culinary								225,000
	Towne Center Improvements Culinary								1,600,000
	Southeast Herriman Rockwell Landing Cul								675,000
	Copper Creek Connection 118th Culinary								40,000
	Jordan Valley Zone 2 Connection Culinary								450,000
	Juniper Canyon Crossing Culinary								150,000
	6400 W Extension SLR Culinary								650,000
	Academy parkway/Autumn Crest Secondary								1,300,000
	Juniper Canyon Reservoir Trans Secondary								550,000
	Main Street Extension Secondary								400,000
	Towne Center U Road								250,000
	7300 West Culinary							40,000	
	Rockwell Landing 16" Reimbursement							150,000	150,000
	Rose Summit 20" Waterline Secondary								1,200,000
49900	Budgeted Increase in Fund Balance								
		981,921	178,446	109,346	747,028	1,614,668	12,000,000	13,126,160	13,590,000
<b>Net Revenue Over Expenditures</b>									
		8,674	865,339	1,234,203	6,645,648	369,599	-	(1,126,160)	(8,590,000)
<b>Beginning Fund Balance</b>									
		690,176	698,850	1,564,189	2,798,392	9,444,039	9,444,039	9,444,039	8,317,879

# WATER DEPARTMENT

## WATER RIGHTS IMPACT FEE FUND

		FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 YTD 4-10-17	2017 Budget as Amended	2017 Revised Budget	2018 Proposed Budget
<b>Water Rights Impact Fund</b>									
36100	Interest Income	1,681	2,721	(107)	1	1	1,500		
35221	<b>Water Rights</b>	1,187,961	1,314,583	1,551,042	1,763,506	1,666,889	1,500,000	1,500,000	1,500,000
3900	Unapp Fund Balance								
		1,189,643	1,317,304	1,550,935	1,763,506	1,666,890	1,501,500	1,500,000	1,500,000
80100	Water Rights Purchases	(5,197)		437	-	-	1,500,000	1,500,000	2,500,000
80105	Wtr Right Purchases-High Country II	5,198	63,013	-					
80150	Water Rights Research	27,291	72,215	55,739	62,306	46,485	80,000	80,000	65,000
80200	Title Fees- Water Rights			1,754	900	3,375	2,100	2,100	5,000
80210	Fees - State Engineer	700	940	50	7,070	100	3,000	3,000	3,000
80215	Reimburse Rushmore & Yosemite				24,994	-	-		
47999	Transfer to Water Fund	1,056,082							
		1,084,073	136,168	57,980	95,270	49,960	1,585,100	1,585,100	2,573,000
Net Revenue Over Expenditures		105,570	1,181,136	1,492,955	1,668,236	1,616,930	(83,600)	(85,100)	(1,073,000)
Beginning Fund Balance		1,247,840	1,353,409	2,534,545	4,027,500	5,695,736	5,695,736	5,695,736	5,610,636
Net Revenue Increase (Decrease) Fund Balance		105,570	1,181,136	1,492,955	1,668,236	1,616,930	(83,600)	(85,100)	(1,073,000)
Ending Fund Balance		1,353,409	2,534,545	4,027,500	5,695,736	7,312,666	5,612,136	5,610,636	4,537,636



# WATER DEPARTMENT

Beginning in 2015 the Herriman City Water Department began charging the City for water use and the administration department began charging the water department for administrative services. The charge from the water department is metered charges on the same basis as for any other customer. The charge for administration is a calculation as displayed below. The purpose of these charges is to make sure that water rates are set in a way that they are independent of City use and that the water department accounts for their actual costs. The following shows the calculation of the Administrative charge to the Water Department.

## Water Administration Allocation

		2017		2018	
		Total	Water Allocation	Total	Water Allocation
Administration Salaries & Burden		1,214,804.47	389,443.39	1,367,292.14	443,379.51
Legal		40.00%			
43048	Attorney	165,000.00	66,000.00	165,000	66,000.00
Administration		40.00%			
44006	Subscriptions/Memberships/Dues	16,000.00	6,400.00	17,563.00	7,025.20
44012	Seminars & Training	5,000.00	2,000.00	6,040.00	2,416.00
44015	Travel & Accomodations	12,000.00	4,800.00	1,000.00	400.00
44018	Fuel	150.00	60.00	200.00	80.00
44027	Office Supplies	8,500.00	3,400.00	9,500.00	3,800.00
44030	General Supplies	5,000.00	2,000.00	7,500.00	3,000.00
44056	Cell Phone	4,108.00	1,643.20	4,700.00	1,880.00
44058	Postage & Shipping	10,000.00	4,000.00	11,000.00	4,400.00
44066	Clothing & Uniforms	700.00	280.00	900.00	360.00
44180	Community Affairs	1,800.00	720.00	1,800.00	720.00
44410	Insurance & Bonds	80,000.00	32,000.00	80,000.00	32,000.00
Total Admin		143,258.00	57,303.20	140,203.00	56,081.20
Communications		20.00%			
45006	Subscriptions/Memberships	2,000.00	400.00	5,600.00	1,120.00
45012	Seminars & Training	2,100.00	420.00	3,000.00	600.00
45015	Travel and Accomodations	3,000.00	600.00	3,000.00	600.00
45027	Office Supplies	2,000.00	400.00	2,000.00	400.00
45028	General Supplies	1,500.00	300.00	2,000.00	400.00
45030	Message Board	1,500.00	300.00	2,000.00	400.00
45039	Printing	5,000.00	1,000.00	5,000.00	1,000.00
45210	Public Relations	9,500.00	1,900.00	19,000.00	3,800.00
45228	Lobbyist	140,000.00	28,000.00	170,000.00	34,000.00
45245	Newsletter/Communications	16,000.00	3,200.00	18,000.00	3,600.00
Total Communications		182,600.00	36,520.00	229,600.00	45,920.00



# WATER DEPARTMENT

		2017		2018	
		Total	Water Allocation	Total	Water Allocation
Human Resources		20.00%			
47006	Subscriptions/Memberships/ Dues	500.00	100.00	500.00	100.00
47010	Rec Center Benefit	4,000.00	800.00	4,000.00	800.00
47012	Seminars & Training	2,000.00	400.00	3,300.00	660.00
47015	Travel & Accomodations	1,000.00	200.00	1,600.00	320.00
47030	General Supplies	1,300.00	260.00	1,000.00	200.00
47045	Hospitality & Promotions	37,000.00	7,400.00	42,000.00	8,400.00
47066	Clothing & Uniforms	150.00	30.00	150.00	30.00
47158	Staff Training	5,000.00	1,000.00	5,000.00	1,000.00
47160	Wellness Committee Expenses	2,500.00	500.00	2,500.00	500.00
47228	Drug Tests/DOT Physicals	5,000.00	1,000.00	7,000.00	1,400.00
47229	Tuition Reimbursement	30,000.00	6,000.00	35,000.00	7,000.00
47301	Safety Committee	4,000.00	800.00	5,000.00	1,000.00
47302	Employee Service Awards	10,000.00	2,000.00	11,000.00	2,200.00
47340	Contracted HR Services	30,000.00	6,000.00	30,000.00	6,000.00
47995	Unemployment Reimburseents	-	-	15,000.00	3,000.00
Total HR		132,450.00	26,490.00	163,050.00	32,610.00
Recorder		20.00%			
48005	Subscriptions/Memberships/ Dues	2,000.00	400.00	2,000.00	400.00
48012	Seminars & Training	3,375.00	675.00	2,000.00	400.00
48015	Travel & Accomodations	3,550.00	710.00	2,000.00	400.00
48027	Office Supplies	1,500.00	300.00	2,000.00	400.00
48170	Election	-	-	62,175.00	12,435.00
48215	Public Notice	13,000.00	2,600.00	18,000.00	3,600.00
48217	Codification Expense	5,500.00	1,100.00	5,500.00	1,100.00
		28,925.00	5,785.00	93,675.00	18,735.00
Finance		40.00%			
50006	Subscriptions/Memberships/Dues	1,200.00	480.00	1,200.00	480.00
50012	Seminars and Training	600.00	240.00	600.00	240.00
50190	Credit Card Transaction Fees	80,000.00	32,000.00	85,000.00	34,000.00
50340	Contracted Financial Services	25,000.00	10,000.00	25,000.00	10,000.00
Total Fianance		106,800.00	42,720.00	111,800.00	44,720.00
Information Technologies		10.00%			
55012	Seminars & Training	1,500.00	150.00	1,500.00	150.00
55015	Travel & Accomodations	2,000.00	200.00	1,000.00	100.00
55024	Repairs & Maintenance - Equip	500.00	50.00	500.00	50.00
55030	General Supplies	500.00	50.00	500.00	50.00
55055	Utilities - Telephone	13,000.00	1,300.00	13,000.00	1,300.00
55056	Cell Phone Expense	6,000.00	600.00	6,000.00	600.00
55120	County Website Access	1,200.00	120.00	1,200.00	120.00
55241	Security/Fire Alarm	800.00	80.00	800.00	80.00
55260	Office Machines - Lease	30,000.00	3,000.00	45,000.00	4,500.00
55275	Internet Expense	13,500.00	1,350.00	13,500.00	1,350.00
55460	Data Conversion/Scanning Ser	-	-	-	-
55461	Software Purchase	15,000.00	1,500.00	15,000.00	1,500.00
55462	Software Licensing and Support	120,000.00	12,000.00	120,000.00	12,000.00
55464	Computers- Repairs & Maintenance	50,000.00	5,000.00	45,000.00	4,500.00
55465	Computer Network Administration	5,000.00	500.00	5,000.00	500.00
Total Information Technologies		259,000.00	25,900.00	268,000.00	26,800.00



# WATER DEPARTMENT

## Water Administration Allocation (Continued)

		2017		2018	
		Total	Water Allocation	Total	Water Allocation
Facilities		10.00%			
50009	Dues, Licenses & Certifications	350.00	35.00	350.00	35.00
50012	Seminars & Training	1,150.00	115.00	1,250.00	125.00
50018	Fuel	3,500.00	350.00	6,500.00	650.00
50021	Repairs & Maintenance-Auto	1,500.00	150.00	1,500.00	150.00
50024	Repairs & Maintenance-Equipment	10,500.00	1,050.00	22,000.00	2,200.00
50030	General Supplies	6,000.00	600.00	15,075.00	1,507.50
50031	Janitorial Supplies	22,000.00	2,200.00	31,600.00	3,160.00
50033	Tool-Allowance	600.00	60.00	6,000.00	600.00
50036	Tool-Purchase	1,500.00	150.00	1,500.00	150.00
50050	Utilities-Sewer	550.00	55.00	2,550.00	255.00
50051	Utilities-Electric	24,500.00	2,450.00	103,000.00	10,300.00
50052	Utilities-Natural Gas	5,000.00	500.00	23,500.00	2,350.00
50053	Utilities-Sanitation	1,600.00	160.00	3,200.00	320.00
50061	Contracted Services	14,500.00	1,450.00	120,000.00	12,000.00
50063	Vehicle Lease	9,800.00	980.00	9,800.00	980.00
50064	Vehicle Insurance	900.00	90.00	1,100.00	110.00
50065	Building Insurance	15,500.00	1,550.00	37,500.00	3,750.00
50066	Clothing & Uniforms	1,100.00	110.00	1,100.00	110.00
Total Facilities		120,550.00	12,055.00	387,525.00	38,752.50
Engineering		10.00%			
65005	Subscription & Membership	1,975.00	197.50	3,165.00	316.50
65011	Licenses & Certifications	1,230.00	123.00	875.00	87.50
65012	Seminars & Training	1,500.00	150.00	3,650.00	365.00
65015	Travel & Accomodation	400.00	40.00	3,390.00	339.00
65018	Fuel & Oil	3,420.00	342.00	3,200.00	320.00
65021	Repairs & Maintenance -Auto	1,027.00	102.70	400.00	40.00
65030	General Supplies	825.00	82.50	1,250.00	125.00
82056	Cell Phone	2,842.00	284.20	4,664.00	466.40
82063	Vehicle Lease	-	-	10,000.00	1,000.00
65064	Vehicle Insurance	-	-	1,155.00	115.50
65066	Clothing & Uniforms	188.00	18.80	900.00	90.00
65320	Engineer - Contract	13,629.00	1,362.90	80,000.00	8,000.00
65546	Sudies	32,800.00	3,280.00	3,500.00	350.00
Total Engineering		59,836.00	5,983.60	116,149.00	11,614.90
Total		2,413,223.47	668,200.19	3,042,294.14	784,613.11

## APPENDIX

The following serves only as a general overview of established policies and procedures governing daily operations at Herriman City.

### **Balanced Budget**

Pursuant to §10-6-109, Utah Code Annotated, Herriman City will adopt a balanced General Fund budget under normal circumstances by June 22. Full disclosure will be provided via public notice any time deviation from the policy is planned or occurs.

### **Long-Range Planning**

Herriman City supports a financial planning process that assesses the long-term financial implications of current and proposed operating and capital budgets, budget policies, cash management and investment policies, programs and assumptions.

### **Asset Inventory**

Each department manager is responsible to take all reasonable measures available to prolong and assess the condition of major capital assets in their department on an annual basis. Methods of doing so may include such things as the procurement of insurance, regular testing of water and sewer systems, street and sidewalk replacement plans, procurement of secondary and tertiary water systems, etc.

Herriman City Director of Finance under the direction of the City Manager is responsible for the diversification of investments.

## **REVENUE POLICIES Revenue**

### **Diversification**

Herriman City is dependent on a variety of revenue sources to cover expenditures. The burden of supporting City non-enterprise services will be equitably distributed and will protect the City from short-term fluctuations in any one revenue source.

The City maintains timely collection systems and implements necessary enforcement strategies to collect revenues from available sources.

The City actively supports economic development, recruitment, and retention efforts to provide for a solid revenue base.

The City budgets conservatively and forecasts accurately, such that actual revenues meet or exceed budgeted revenues.

The City maintains a budgetary control system and prepares reports that compare actual revenues to budgeted amounts throughout the year.

## **Fees and Charges**

Fees and charges are based on the estimated cost of providing the associated service. Costs associated with the service include the use of human and capital resources and the depreciation of assets. The fee schedule is evaluated annually to extrapolate future trends.

## **Use of One-Time Revenues**

Herriman City is committed to minimizing the portion of operating expenditures that are funded by one-time growth revenues. To support this policy, the City analyzes current and historical operating trends annually.

## **EXPENDITURE POLICIES**

### **Debt Capacity, Issuance, and Management**

Herriman City maintains a policy of full disclosure on financial reports and bond prospectus.

The City pays for all capital projects on a pay-as-you-go basis using current revenues when possible and practical. If a project or improvement cannot be financed with current revenues, debt will be considered.

The City refrains from issuing debt for a period in excess of the expected useful life of the capital project.

The City uses Special Assessment revenue or other self-supporting bonds instead of general obligation bonds, when feasible.

The City will seek the refinancing of outstanding debt if it is determined that the City will benefit by reducing interest expense over the remaining life of the debt.

The City will comply with State Law which limits total bond obligation to 12 percent of the prior year's total assessed value for tax purposes of real and personal property, as determined by the most recent tax assessment.

### **Reserve or Stabilization Accounts**

Herriman City will maintain a minimum unrestricted general fund balance of at least 5 percent (not to exceed 25 percent) of current year operating revenues. If existing reserves exceed the required level, such funds may be used to balance the budget or meet needs that may arise during the year.

The City will use funds from the reserve only in times of emergency or fiscal and economic hardship.

Fund balance in excess of 5 percent may only be transferred to another fund with City Council approval of a budget amendment.

### **Operating/Capital Expenditure Accountability**

Herriman City will maintain a budgetary control system to ensure adherence to the adopted budget and will prepare monthly reports that compare actual expenditures to budgeted amounts.

The City has an established Purchasing Policy that regulates the procurement process.

### **Investment and Cash Management Policy**

All unused cash is invested in a PTIF account or other approved financial institution. By so doing, the issues of safety, liquidity, and yield are addressed.

Interest earned from investments of available cash is distributed to budgetary funds according to ownership of the investments and are reflected in the annual budget.

The City deposits all receipts according to the requirements of State law.

Investments made by the City are in conformity with all requirements of the State of Utah Money Management Act and City Ordinance.

### **Financial Reporting Policy**

Herriman City accounting system will maintain records in accordance with accounting standards and principles outlined in the Governmental Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), and the State of Utah.

Financial reports are printed monthly and distributed to the City Manager and Department Managers. Financial reports are reviewed by the City Council at least quarterly.

The City employs an independent accounting firm to perform an annual audit of the City's finances, and make the annual audit available to all required and interested parties. The audit shall be completed and submitted to the State of Utah within 180 days of the close of the fiscal year.

Copies of the annual budget and financial statements are available at the City Offices or on the City's website, [www.Herriman.org](http://www.Herriman.org).

The City will seek annually to qualify for the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award.

## GLOSSARY

**Accounting Period** - the fiscal year is divided into 13 accounting periods, one for each month and a period for audit adjustments.

**Accrual Basis of Accounting** – is the basis of accounting under which revenues are recorded when earned and expenditures (expenses) are recorded as soon as they result in liabilities for benefits received, regardless of when cash is received.

**Amortization** – A noncash expense that reduces the value of an intangible asset over the projected life of the asset.

**Annualization** – using changes that have occurred mid-year and calculating their cost for a full year, for the purpose of preparing an annual budget.

**Appropriation** – the legal authorization granted by the City Council to make expenditures and incur obligations.

**Balanced Budget** – The amount of budget expenditures is equal to or less than the amount of budgeted revenues plus other available resources.

**Bond** – A written promise to pay a sum of money on a specific date at a specific interest rate. The interest payments and the repayment of principal are detailed in a bond ordinance.

**Bond Proceeds** – Funds derived from the sale of bonds for the purpose of constructing major capital projects.

**Budget** – A plan of financial activity for a specified period of time (fiscal year) indicating all planned revenues and expenses for the budget period.

**Budget Preparation Timeline** – the schedule of major events in the development of the annual budget, including community budget forums, proposed budget, budget hearings, budget deliberations, and adoption of the annual Appropriation Ordinance.

**Budget Document** – the instrument utilized to present the City's comprehensive financial plan to the City Council and the public.

**Capital Improvement Project** – A capital improvement is generally a large construction project such as the development of park land, construction or remodeling of a City Building.

**Capital Outlay** – the initial lump-sum expense for a significant purchase such as a vehicle or computer.

**Cash Basis of Accounting** – the basis of accounting under which revenues are recorded when received in cash and expenditures (expenses) are recorded when paid. To be in conformity with

generally accepted accounting principles (GAAP), local governments must use the accrual or modified accrual basis rather than cash basis of accounting.

**City Manager's Budget Message** – the City Manager's memorandum to the City Council summarizing the most important aspects of the budget, including changes from the current fiscal year and the goals, themes, and priorities that are encompassed within the City's budget.

**Contingencies** – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**Comprehensive Annual Financial Report (CAFR)** – the report is prepared by the Director of Finance and includes the audit report from the independent auditor. The CAFR is organized by fund and contains two basic types of information. A Balance Sheet that compares assets with liabilities and fund balance; an operating statement that compares revenues with expenditures.

**Debt Service** – Payments of interest and principal on an obligation resulting from the issuance of bonds.

**Department** – A basic organizational unit of government which may be sub-divided into divisions, programs or activities.

**Depreciation** – A noncash expense that reduces the value of an asset as a result of age, obsolescence or wear and tear.

**Enterprise Fund** – Funds established to account for specific services funded directly by fees and charges to users. These funds are intended to be self-supporting.

**Expenditures** – the actual outlay of monies from the City Treasury.

**Extrapolation** – to protect, extend or expand known data or experience into an area not known or experienced so as to arrive at a usually conjectural knowledge of the unknown area.

**Fiscal Year** – Twelve month term designating the beginning and ending period for recording financial transactions. Herriman City has specified July 1 through June 30 as the fiscal year.

**Fiduciary** – Of, relating to, or involving a confidence or trust.

**Full-Time Equivalent (FTE)** – the total hours of all employees are totaled and divided by 2080 hours to come to the number of full time equivalent employees. i.e. two half time employees are equal to one full time equivalent.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts to record revenues and expenditures.

**Fund Balance (Equity)** – the value of revenues minus expenses as accumulated over time in a given fund.



**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards used by state and local governments for financial recording and reporting that have been established by the accounting profession through the Governmental Accounting Standards Board (GASB).

**General Fund** – Herriman City’s main operating fund that is used to pay for basic City services that utilize most tax dollars and is also supported by fees from licenses and permits, fines and investment earnings.

**Government Finance Officers Association (GFOA) Distinguished Budget Award** – Highest form of recognition in governmental budgeting. Its attainment represents a significant accomplishment by the management, staff and elected officials of recipients. Budgets are evaluated for effectiveness as a policy document, a financial plan, and operational guide, and a communication device.

**Growth Rate** – the level at which expenditures and revenues are expected to increase annually.

**Intergovernmental Revenue** – A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specific function but is sometimes for general revenue.

**Monthly Management Report** – is submitted to the City Manager to report significant events and statistics.

**Modified Accrual Basis of Accounting** – revenues are recognized when susceptible to accrual; i.e. when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

**Operating Budget** – Authorized expenditures for ongoing municipal services.

**Performance Measure** – gauges work performed and results achieved. Types of measures include, input, output, efficiency and internal and external outcomes.

**Property Tax** – An “ad valorem” tax on real estate based upon the value of the property.

**Proposed Budget** – the City Managers recommendation for the City’s financial operations, including an estimate of proposed expenditures and revenues for a given fiscal year.

**Reserve** – An account used to indicate that a portion of a fund’s balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Revenue** – funds received from various sources and treated as income to the City which is used to finance expenditures.

**Signage** – A system of signs.

**Transfers** - the authorized exchange of cash, positions, or other resources between organizational units.