



# LEHI CITY

# ANNUAL BUDGET

FISCAL YEAR JULY 1, 2016-JUNE 30, 2017

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LEHI CITY CORPORATION, STATE OF UTAH



# LEHI CITY STATE OF UTAH

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## Approved Annual Budget Fiscal Year 2016 - 2017

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**Prepared by:**

Jason Walker, City Administrator  
Robert Ranc, Assistant City Administrator  
Dave Sanderson, Finance Director  
Carolyn Hoffman, Treasurer  
Alyson Alger, Senior Accountant  
Cameron Boyle, Assistant to the City Administrator  
Public Relations and Special Projects Division



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Lehi City Corporation  
Utah**

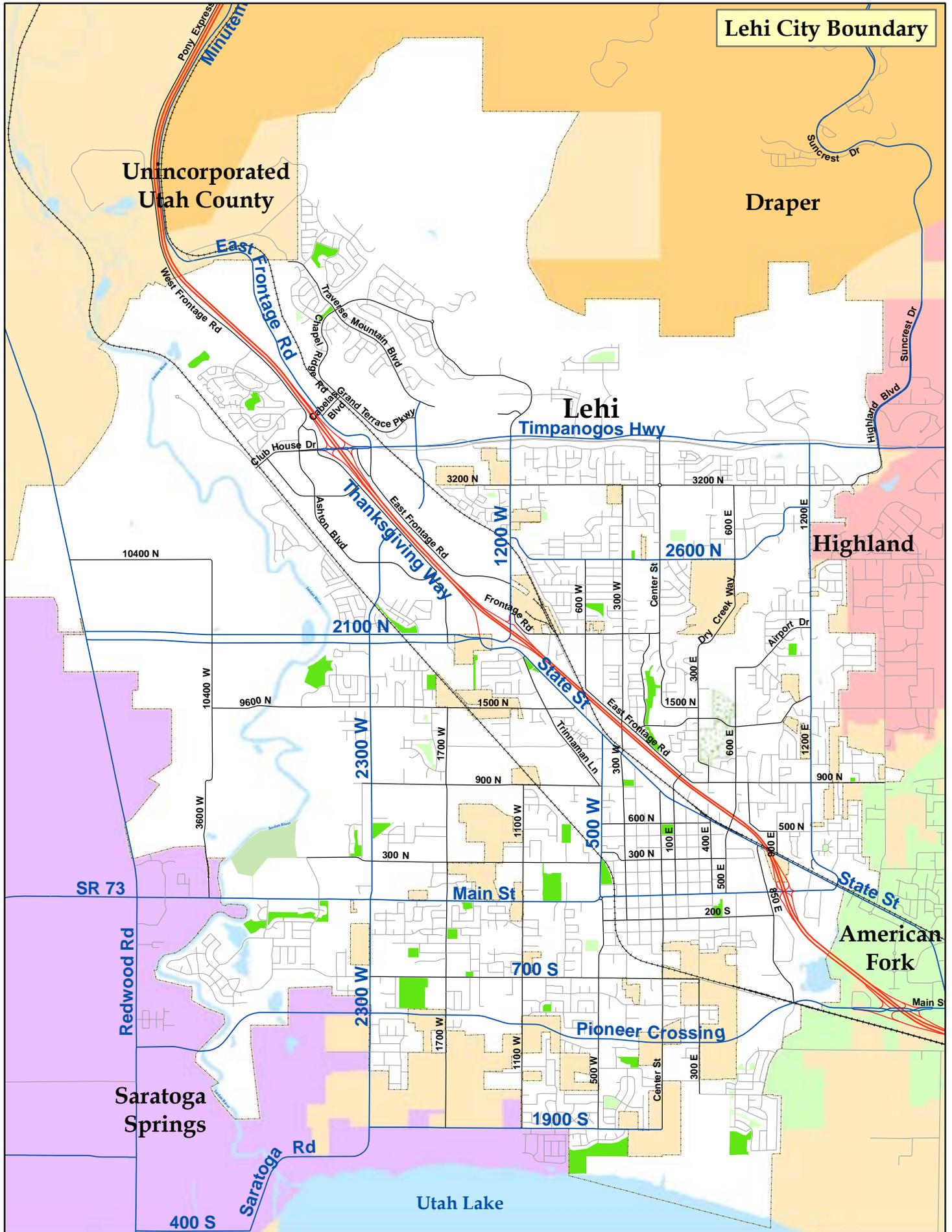
For the Fiscal Year Beginning

**July 1, 2015**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Lehi City Corporation, Utah for its annual budget for the fiscal year beginning July 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting to GFOA to determine its eligibility for another award.



Lehi City Boundary

Unincorporated Utah County

Draper

Lehi  
Timpanogos Hwy

Highland

SR 73

Redwood Rd

Saratoga Springs

400 S

Saratoga Rd

Utah Lake

American Fork

10400 N

10400 W

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3200 N

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Dry Creek Way

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# ELECTED OFFICIALS & CITY STAFF



Mayor  
Bert Wilson



Councilperson  
Paige Albrecht



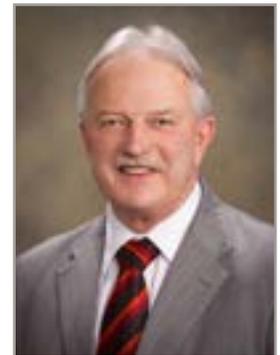
Councilperson  
Chris Condie



Councilperson  
Paul Hancock



Councilperson  
Johnny Revill



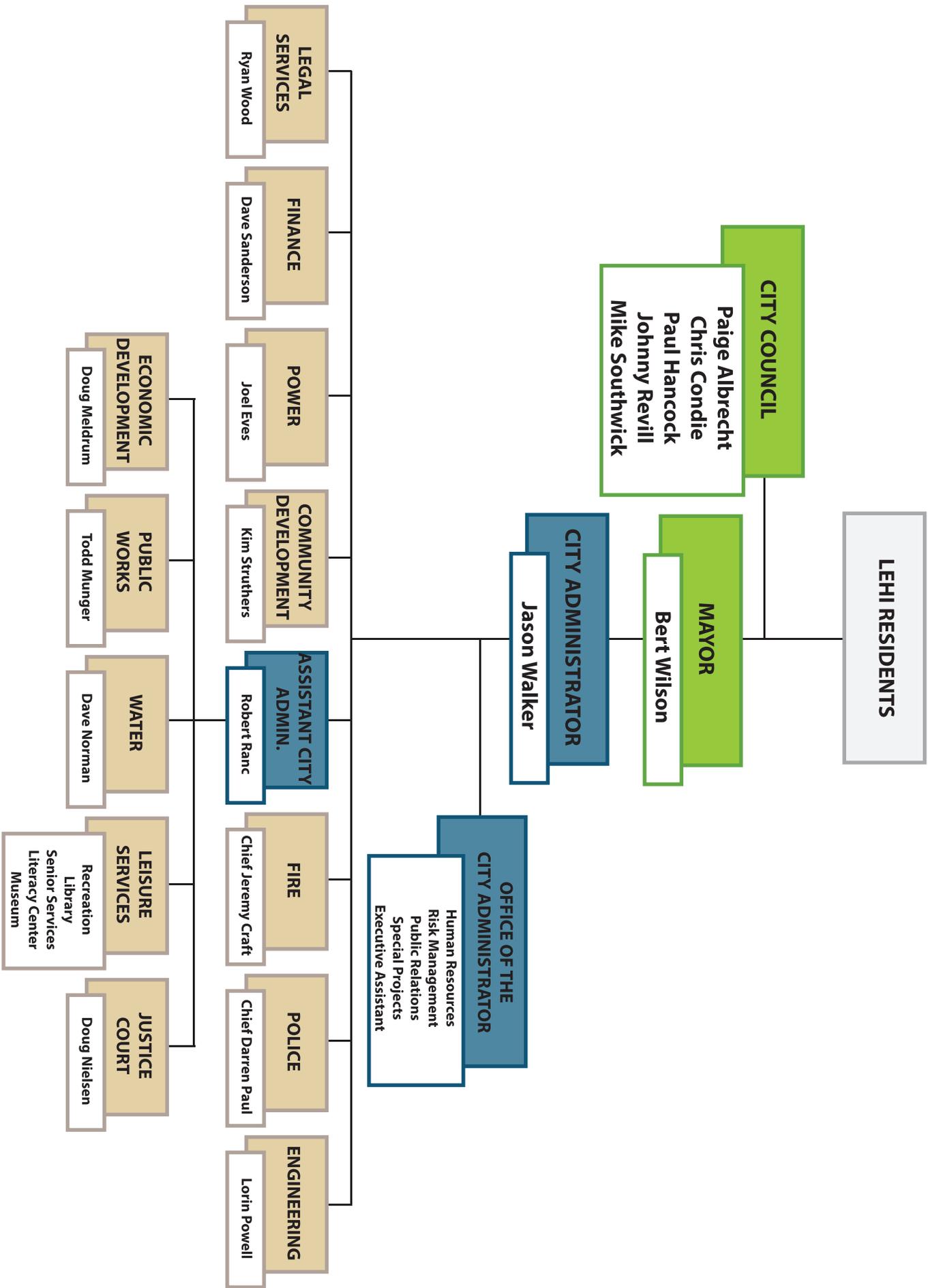
Councilperson  
Mike Southwick

## APPOINTED OFFICIALS

City Administrator.....Jason Walker  
 City Treasurer.....Sara Hubbs  
 City Recorder.....Marilyn Banasky

## DEPARTMENT DIRECTORS

Development Services.....Kim Struthers	Legal Services.....Ryan Wood
Economic Development.....Vacant	Leisure Services.....Robert Ranc
Engineering.....Lorin Powell	Police.....Chief Darren Paul
Finance.....David Sanderson	Power.....Joel Eves
Fire.....Chief Jeremy Craft	Public Works.....Todd Munger
Justice Court.....Doug Nielsen	Water.....Dave Norman



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The background of the page is a solid blue color with a repeating pattern of white line-art icons. Each icon depicts a stylized building with a central tower or lighthouse-like structure, surrounded by smaller rectangular shapes representing other buildings or architectural elements. The pattern is consistent across the entire page.

# BUDGET SUMMARY

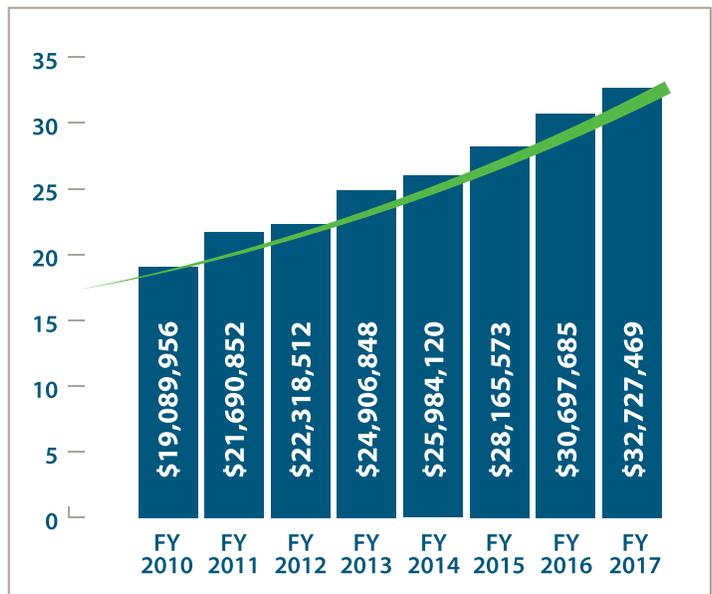
# EXECUTIVE SUMMARY

We are pleased to present the budget for Fiscal Year (FY) 2016-2017. This document represents the financial plan of Lehi City and provides the guidance necessary to implement the goals and plans of the Mayor and City Council. The budget was prepared under the direction of the Mayor and recommended to the City Council for adoption on May 24, 2016. The following pages provide an overview of the adopted budget.

During the budget retreat in March the City Council identified their one, long-term goal as creating a family-centric community. In turn, each department has created a singular goal that supports this vision. As we have prepared the FY 2017 budget, we have made special effort to fund projects and requests that will help us become an innovative and forward-thinking city while creating a family-centric community. That effort has resulted in utilizing our conservative revenue growth to maintain core services, continue to develop infrastructure for our rapidly growing community, assess fair and reasonable fees, and encourage a motivated workforce.

## CONSERVATIVE REVENUE GROWTH

We conservatively estimate an increase in General Fund revenues for FY 2017 of approximately 6.5 percent, primarily attributable to an increase in sales tax and property tax collections. As a community, we are experiencing stable building permit fees, court fines and forfeitures, and franchise fees. Though most of our revenue streams appear to be trending upward, we would rather err on the side of caution in our forecasts, thus protecting the City should there be any changes in the economic climate.



## MAINTAINING CORE SERVICES

As a community, we continue to place the highest of priorities on funding core municipal services to all of our nearly 60,000 residents. Some of the highlights from the FY 2017 budget are set forth below:

- City administration proposes a general obligation bond for approximately to fund the engineering design of Rhodes-Mellor Park and build and improve other parks and open space throughout the city.
- Design and construction of various smaller parks throughout the city, funded with approximately \$2.9 million in park impact fees.
- Construction of a new fire station and an additional apparatus to serve the needs of our growing population. The cost for this project will be approximately \$5.8 million. The city has also budgeted for the addition of a Deputy Fire Marshall, along with equipment and vehicle upgrades for the Fire Department.
- Three additional full-time police officers, including vehicles and equipment for these positions.
- Continued expansion of the Public Works campus in order to serve the needs of the community. In FY2017 we have budgeted approximately \$700,000 for this project.
- Replacement of aging fleet vehicles and the addition of a part-time mechanic.
- We have budgeted for the addition of a full-time Assistant Recreation Director. We have also funded maintenance and upgrades for the Legacy Center facility.
- An additional 11 employees will be added to our Power, Public Works and Water departments to maintain our infrastructure due to the demands of our growing population.
- A budget of \$315,000 has been allocated for a market salary adjustment per the results of a compensation study.
- A proposed 5.3 percent increase to employee health and wellness benefits, including a 2.6 percent increase in premiums, a 2.7 percent increase in HSA contributions and a new Autism benefit. We will also be funding a new wellness program.

## PUBLIC INFRASTRUCTURE DEVELOPMENT

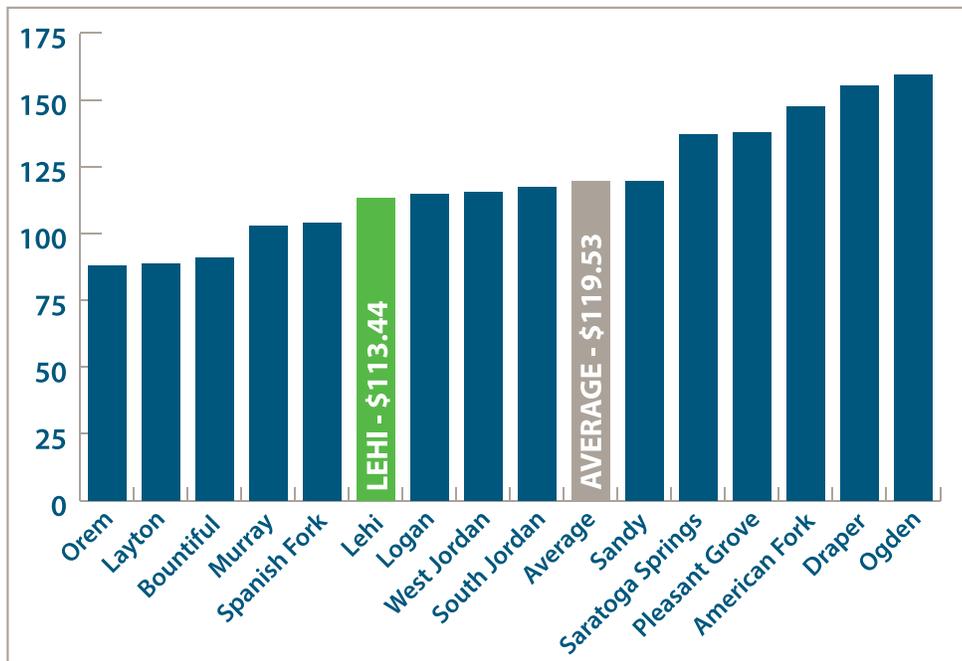
As might be expected, the continued maintenance and development of the City’s utility infrastructure and transportation system remains a high priority. Included in this fiscal year’s budget are ongoing monies for various maintenance projects critical for the sustainability of our public infrastructure. We believe that it is fiscally responsible to properly upkeep our infrastructure so that we do not have to bear the greater cost of replacing infrastructure that has not been maintained. On new construction projects, the City will use impact fees to fund the improvements, thus allowing our systems to keep pace with the rapid growth we are experiencing. Some of the projects we have in the budget include:

- Maintenance and improvements to Ashton Boulevard.
- The installation of traffic signals in the Thanksgiving Point area and at the 3200 North and 1200 East intersection.
- The purchase of an additional snow plow to assist with winter snow removal.
- Remodel of the Springs Chlorination Building to ensure clean drinking water for our residents.
- Storm drain system and sewer line rehabilitation and improvements.
- Power system upgrades to accommodate additional growth.

## ASSESSING FAIR & REASONABLE TAXES & FEES

Though the economy appears to be improving steadily, the FY 2017 budget does not include a property tax increase, does not recommend any fund transfers from any City utility fund (with the exception of what the state legislature deems “reasonable”), and includes minor rate adjustments for utility customers. All City fees are reviewed annually, ensuring that charges for services are based upon costs associated with providing a particular service and current market conditions.

Demands on the water system require a base rate increase of approximately \$4. In order to accommodate for that increase, we propose a \$1 decrease to the pressurized irrigation base rate and a \$3 decrease to the sewer base rate. This rate adjustment will have no impact on the overall utility charges to Lehi residents.



The chart above shows the estimated monthly taxes and fees for the average household, assuming an average home price of \$250,000 taxed at a rate of 55% of assessed value. Fees include garbage, water (culinary and pressurized irrigation), storm water, sewer, and property tax.

Lehi City is deficient in playable park space and sports fields for our recreation programs. Therefore, we are proposing a general obligation bond to design and construct Rhodes-Mellor Park, an approximately 50 acre sports park, including five adult-sized baseball diamonds and three multi-purpose fields for football, soccer, or lacrosse. The bond will also be used to complete various parks projects throughout the community.

## QUALIFIED & MOTIVATED WORKFORCE

Lehi City's ability to provide quality services to all of the community's residents is based, in large part, on the City's qualified and motivated workforce. Under the direction of the City Council, administration worked with a third-party compensation firm during the last fiscal year to conduct a study analyzing Lehi employees' salaries against the market. The study results were mixed; some Lehi employees are being compensated below market, some are at market, and some are above market.

Lehi City has a compensation philosophy of attracting and retaining quality employees by compensating at or slightly above market rates; however, the City does not want to compensate well above market average. As a result, the budget includes \$315,000 to adjust the compensation of those employees below market to bring them in line with the market average. Those employees whose salaries are well above market average will have their salaries frozen until the market catches up. Finally, the administration has created a compensation system that ensures city employees will not fall too far behind, or advance too far ahead, of the market in the future.

## CONCLUSION

We are honored to have the opportunity to work in such a vibrant and dynamic city, and we appreciate the trust that Council and residents have placed in us. We strive each day to provide the highest quality services in the cost efficient and cost effective manner possible. We recognize the responsibility we have to ensure that Lehi remains a wonderful place to live, work, and play. We look forward to working closely with the City Council, residents, and other stake holders to make sure our priorities and goals are aligned. The future is bright for Lehi, and it is a pleasure to be a part of this tremendous period in Lehi's history.

Respectfully Submitted,



Bert M. Wilson  
Mayor



Jason Walker  
City Administrator

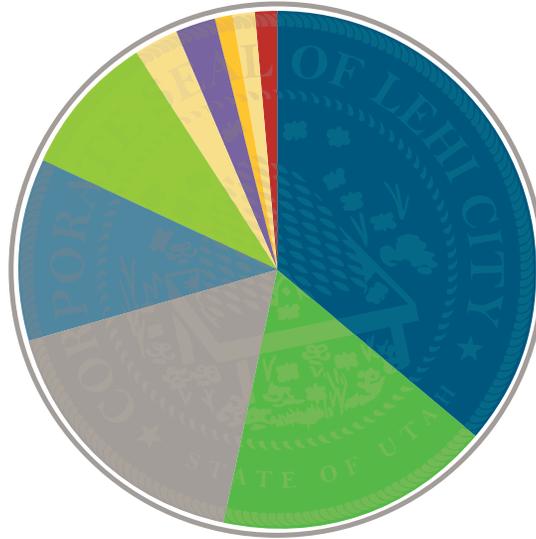
## COMBINED FUND REVENUE

FUND	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017	PERCENT CHANGE
General	\$ 25,984,120	\$ 28,165,573	\$ 30,697,685	\$ 32,727,469	7%
Capital Projects	8,821,565	2,707,385	1,950,567	2,555,510	31%
Class C Roads	1,516,068	1,595,246	1,853,000	2,335,000	26%
Liquor	43,616	48,067	71,500	44,000	-39%
CDBG	-	-	400,000	230,000	-43%
Payment In-Lieu	118,279	166,743	450,000	450,000	0%
Buildings & Grounds	379,361	605,452	497,820	913,884	84%
IT	670,785	670,883	962,768	993,554	3%
Fleet	1,603,200	1,961,345	2,456,518	1,803,118	-27%
Risk Management	753,529	633,296	911,748	871,899	-4%
Legacy Center	4,683,403	4,781,267	4,885,163	5,025,241	3%
Outdoor Pool	1,378,011	385,151	364,345	494,334	36%
Culinary Water	3,583,571	5,214,281	3,795,000	4,875,000	29%
Sewer	6,398,403	10,551,037	8,350,000	7,625,000	-9%
Electric	27,422,291	28,497,635	31,809,731	32,914,731	4%
Garbage	2,437,119	2,036,013	2,308,000	2,358,000	2%
Pressurized Irrigation	2,812,466	6,230,053	2,704,236	2,656,382	-2%
Drainage	1,367,393	4,075,017	2,020,009	1,428,049	-29%
Fire Impact Fees	1,146,030	513,693	401,000	6,050,000	1409%
Parks Impact Fees	852,257	2,411,442	9389,774	34,370,000	266%
Police Impact Fees	237,767	230,596	600,000	250,500	-58%
Road Impact Fees	2,230,290	2,132,485	4,320,000	4,760,000	10%
Culinary Water Impact Fees	1,683,989	1,719,329	3,760,000	3,075,000	-18%
Sewer Impact Fees	2,037,605	1,722,174	870,000	610,000	-30%
Electric Impact Fees	3,927,168	3,490,081	3,035,000	15,980,000	427%
Pressurized Irrigation Impact Fees	1,259,998	953,833	3,180,000	3,025,000	-5%
Drainage Impact Fees	385,316	416,643	910,000	955,000	5%
Millpond RDA	750,000	434,752	436,997	1,216,441	178%
IM Flash RDA	8,012,481	7,986,936	18,136,627	18,200,000	0%
Thanksgiving Park EDA	600,748	607,366	172,703	185,000	7%
Adobe EDA	18,235,014	18,235,014	651,679	675,000	4%
Outlets at Traverse CDA	565,963	565,963	1,172,112	1,195,000	2%
Xactware	-	-	168,764	175,000	4%
<b>TOTAL REVENUES</b>	<b>\$ 131,897,806</b>	<b>\$ 139,744,751</b>	<b>\$ 143,692,746</b>	<b>\$ 191,023,102</b>	<b>33%</b>

## COMBINED FUND EXPENDITURES

FUND	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017	PERCENT CHANGE
General	\$ 25,838,504	\$ 28,322,274	\$ 30,019,666	\$ 32,727,469	9%
Capital Projects	8,821,565	449,838	1,950,567	2,555,510	31%
Class C Roads	1,350,378	1,685,628	1,853,000	2,335,000	26%
Liquor	43,616	48,067	71,500	44,000	-39%
CDBG	-	-	400,000	230,000	-43%
Payment In-Lieu	-	556,822	450,000	450,000	0%
Buildings & Grounds	335,764	456,323	497,820	913,884	84%
IT	527,607	656,239	962,768	993,544	3%
Fleet	1,475,084	1,732,343	2,293,489	1,803,118	-21%
Risk Management	753,529	782,064	869,731	871,899	0%
Legacy Center	4,345,846	4,640,632	4,885,163	5,025,241	3%
Outdoor Pool	1,378,011	369,374	364,345	494,334	36%
Culinary Water	3,583,571	3,931,813	3,848,146	4,875,000	27%
Sewer	6,398,403	6,794,813	8,025,000	7,625,000	-5%
Electric	24,629,255	29,245,035	28,924,095	32,914,731	14%
Garbage	2,437,119	2,437,119	2,308,000	2,358,000	2%
Pressurized Irrigation	2,812,466	2,261,137	2,704,236	2,656,382	-2%
Drainage	1,367,393	908,700	1,970,009	1,428,049	-28%
Fire Impact Fees	1,146,030	2,409	401,000	6,050,000	1409%
Parks Impact Fees	852,257	5,256,708	9,389,774	34,370,000	266%
Police Impact Fees	237,767	2,362	600,000	250,500	-58%
Road Impact Fees	1,114,876	2,054,094	4,620,000	4,760,000	3%
Culinary Water Impact Fees	1,426,771	4,136,962	3,760,000	3,075,000	-18%
Sewer Impact Fees	2,037,605	2,491,776	870,000	610,000	-30%
Electric Impact Fees	1,407,060	79,840	3,035,000	15,980,000	427%
Pressurized Irrigation Impact Fees	727,581	1,629,096	3,180,000	3,025,000	-5%
Drainage Impact Fees	88,676	426,308	910,000	955,000	5%
Millpond RDA	750,000	750,000	332,500	1,216,441	266%
IM Flash RDA	8,012,481	8,012,481	18,136,627	18,200,000	0%
Thanksgiving Park EDA	600,748	600,748	172,703	185,000	7%
Adobe EDA	18,189,126	18,189,126	651,679	675,000	4%
Outlets at Traverse CDA	565,963	565,963	1,320,000	1,195,000	-10%
Xactware	-	-	168,764	175,000	4%
<b>TOTAL EXPENDITURES</b>	<b>\$ 123,255,052</b>	<b>\$ 129,476,094</b>	<b>\$ 139,834,975</b>	<b>\$ 191,023,102</b>	<b>37%</b>
<b>TOTAL SURPLUS (DEFICIT)</b>	<b>\$ 8,642,754</b>	<b>\$ 10,268,657</b>	<b>\$ -</b>	<b>\$ -</b>	

# FY 2017 COMBINED FUND SUMMARY



- Impact Fees - 36.2%
- Electric - 17.2%
- General Fund - 17.1%
- Redevelopment Agency - 11.3%
- Water Services - 8.8%
- Legacy Ctr/Outdoor Pool - 2.9%
- Internal Service - 2.4%
- Capital Projects - 1.3%
- Garbage - 1.2%
- Class C Roads/Liquor/CDBG - 1.3%



## GENERAL FUND SUMMARY

	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017	PERCENT CHANGE
<b>Revenues:</b>					
Taxes	18,261,649	20,116,913	20,567,300	21,613,500	5%
License & Permits	3,306,993	3,996,278	3,971,000	4,027,000	1%
Intergovernmental	146,913	240,132	207,500	347,600	68%
Charges for Service	1,022,895	1,040,698	1,077,000	1,124,500	4%
Fines & Forfeitures	547,825	554,622	642,500	682,500	6%
Miscellaneous	839,183	399,366	425,950	488,000	15%
Contributions & Transfers	1,858,662	1,817,564	3,806,435	4,444,369	17%
<b>TOTAL REVENUES</b>	<b>\$ 25,984,120</b>	<b>\$ 28,165,573</b>	<b>\$ 30,697,685</b>	<b>32,727,469</b>	<b>7%</b>
<b>Expenditures:</b>					
Justice Court	\$ 556,774	\$ 608,696	\$ 700,721	\$ 722,325	3%
City Recorder	139,436	120,294	268,829	168,236	-37%
Administration	865,391	810,695	860,577	887,432	3%
Human Resources	-	144,398	303,737	244,968	-19%
Treasury	375,081	379,034	443,716	484,030	9%
Finance	439,118	476,411	483,932	513,988	6%
Mayor & City Council	202,396	242,748	275,875	297,228	8%
Legal Services	465,786	490,998	544,981	562,921	3%
Emergency Management	12,819	23,181	15,000	46,800	212%
General Government Buildings	548,307	579,849	609,102	578,388	-5%
Code Enforcement	111,211	117,452	120,493	125,069	4%
Police	5,851,123	5,539,118	6,138,706	6,865,267	12%
Fire	3,677,499	3,888,547	4,577,669	4,962,167	8%
Planning & Zoning	571,812	633,149	716,984	668,723	-7%
Animal Control	146,859	152,551	155,466	167,597	8%
Building & Safety	614,756	663,008	696,365	762,510	9%
Economic Development	144,700	144,886	175,436	181,070	3%
Streets & Public Improvements	1,111,841	1,105,330	1,181,162	1,294,092	10%
Public Works Administration	178,438	172,272	169,714	247,405	46%
Engineering	454,414	558,245	572,204	696,663	22%
Parks	1,597,903	1,587,062	2,031,907	2,186,327	8%
Community Events	289,096	311,247	390,500	401,000	3%
Senior Services	136,730	132,000	183,936	201,242	9%
Library	1,030,480	1,088,487	1,214,156	1,246,775	3%
Literacy Center	202,247	235,239	291,259	311,101	7%
Cemetery	334,730	358,145	421,130	449,681	7%
Museum	212,847	260,901	308,045	312,447	1%
Non-Departmental	5,566,709	7,498,331	6,168,062	7,142,017	16%
<b>TOTAL EXPENDITURES</b>	<b>\$ 25,838,504</b>	<b>\$ 28,322,274</b>	<b>\$ 30,019,666</b>	<b>\$ 32,727,469</b>	<b>9%</b>
<b>TOTAL SURPLUS (DEFICIT)</b>	<b>\$ 145,616</b>	<b>\$ (156,701)</b>	<b>\$ 678,019</b>	<b>\$ -</b>	

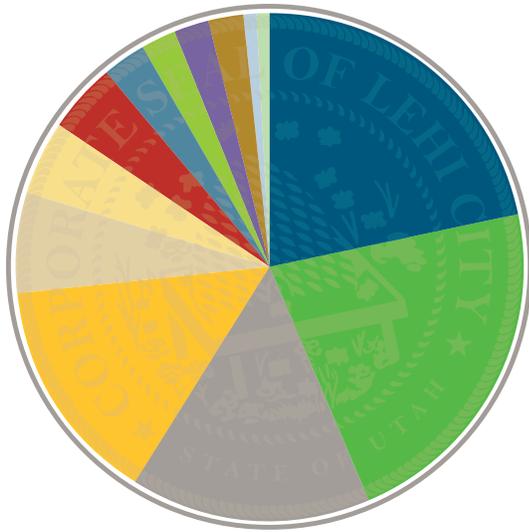
## GENERAL FUND REVENUE DETAIL

GENERAL FUND REVENUE DETAIL	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Taxes:</b>				
Current Property Taxes	\$ 6,962,340	\$ 7,405,215	\$ 7,700,000	\$ 8,000,000
911 Tax (pass through)	308,340	338,196	325,000	325,000
General Sales Tax	7,013,402	8,085,025	8,400,000	9,000,000
Franchise Taxes	3,296,937	3,614,571	3,650,000	3,750,000
Cell Phone Taxes	594,663	548,103	372,300	400,000
Innkeeper Taxes	85,967	125,803	120,000	138,500
Penalties & Interest Taxes	-	-	-	-
<b>TOTAL TAXES</b>	<b>\$ 25,984,120</b>	<b>\$ 20,116,913</b>	<b>\$ 20,567,300</b>	<b>\$ 21,613,500</b>
<b>License &amp; Permits:</b>				
Business Licenses	\$ 92,358	\$ 101,241	\$ 95,000	\$ 90,000
Building Permits	1,839,675	2,197,612	2,000,000	2,000,000
Plan Review	919,378	1,283,194	1,150,000	1,200,000
Micron Plan Review & Inspection	75,000	75,000	75,000	75,000
Inspection Fees	363,802	334,603	640,000	650,000
State 1% Building Permit Fees	16,781	4,628	11,000	12,000
<b>TOTAL LICENSE &amp; PERMITS</b>	<b>\$ 3,306,993</b>	<b>\$ 3,996,278</b>	<b>\$ 3,971,000</b>	<b>\$ 4,027,000</b>
<b>Intergovernmental Revenues:</b>				
Grants	\$ 11,258	\$ 2,339	\$ 10,000	\$ 45,600
Fire Department Grant	20,174	155,718	7,000	76,500
County Recreation Grant	22,565	-	28,500	28,500
State Grant	17,238	45,353	75,000	75,000
Senior Citizen Building Rental Income	3,815	3,800	4,000	4,000
Senior Citizen Income	29,069	23,054	34,000	35,000
Alpine District/Police Reimbursement	34,000	-	34,000	68,000
County Fire Allocation	8,794	9,868	15,000	15,000
<b>TOTAL INTERGOVERNMENTAL REVENUES</b>	<b>\$ 146,913</b>	<b>\$ 240,132</b>	<b>\$ 207,500</b>	<b>\$ 347,600</b>
<b>Charges For Services:</b>				
Library Receipts	\$ 64,221	\$ 68,670	\$ 70,000	\$ 70,000
Library Video Rental Fees	21,983	23,540	25,000	25,000
Special Police Revenue	30,107	69,936	40,000	40,000
Sale of Cemetery Lots	144,575	184,110	128,000	130,000
Headstone Setting Fee	3,535	4,305	4,000	4,500
Cemetery Burial Fees	52,755	46,785	50,000	52,000
Fire Fees	90,771	29,525	75,000	78,000
Ambulance Fees	614,948	613,827	685,000	725,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 1,022,895</b>	<b>\$ 1,040,698</b>	<b>\$ 1,077,000</b>	<b>\$ 1,124,500</b>
<b>Fines &amp; Forfeitures:</b>				
Court Fines & Forfeitures	\$ 544,590	\$ 548,452	\$ 635,000	\$ 675,000
Enforcement Fees	3,235	6,170	7,500	7,500
<b>TOTAL FINES &amp; FORFEITURES</b>	<b>\$ 547,825</b>	<b>\$ 554,622</b>	<b>\$ 642,500</b>	<b>\$ 682,500</b>

**GENERAL FUND REVENUE DETAIL (CONTINUED)**

	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Miscellaneous Revenues:</b>				
Interest Earnings	\$ 41,006	\$ 9,282	\$ 55,000	\$ 60,000
Traffic School	37,578	23,716	33,000	33,000
Park Rental	36,773	50,080	40,000	42,000
Portable Stage Rental	-	1,000	5,200	5,500
Cellular One Tower/Park Fee	58,791	36,486	60,000	65,000
Sale of Fixed Assets	52,930	26,676	20,000	10,000
Sale of Materials	150	12,784	500	500
Sale of History Books	583	1,436	500	500
Frances Comer Trust Donations	-	22,512	2,750	2,750
Literacy Center Revenue	-	5,298	7,000	3,250
Miss Lehi Revenue	4,704	6,772	21,000	21,000
Lehi Roundup Revenue	60,959	22,785	15,000	64,500
Miscellaneous Revenue Contractors	376,276	32,708	50,000	50,000
Museum Receipts	-	31,853	26,000	30,000
Office Building Revenue Fee	40,225	39,014	20,000	20,000
Miscellaneous Revenue	129,208	76,964	70,000	80,000
<b>TOTAL MISCELLANEOUS REVENUES</b>	<b>\$ 839,183</b>	<b>\$ 399,366</b>	<b>\$ 425,950</b>	<b>\$ 488,000</b>
<b>Contributions &amp; Transfers:</b>				
Allocation from Water & Sewer	\$ 465,000	\$ 465,000	\$ 465,000	\$ 465,000
Allocation from Electric	265,920	265,920	266,000	266,000
Transfer from RDAs	1,127,742	1,086,644	1,296,856	1,325,000
Fund Balance Re-appropriation	-	-	1,778,579	2,388,369
<b>TOTAL CONTRIBUTIONS &amp; TRANSFERS</b>	<b>\$ 1,858,662</b>	<b>\$ 1,817,564</b>	<b>\$ 3,806,435</b>	<b>\$ 4,444,369</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 25,984,120</b>	<b>\$ 28,165,573</b>	<b>\$ 30,697,685</b>	<b>\$ 32,727,469</b>

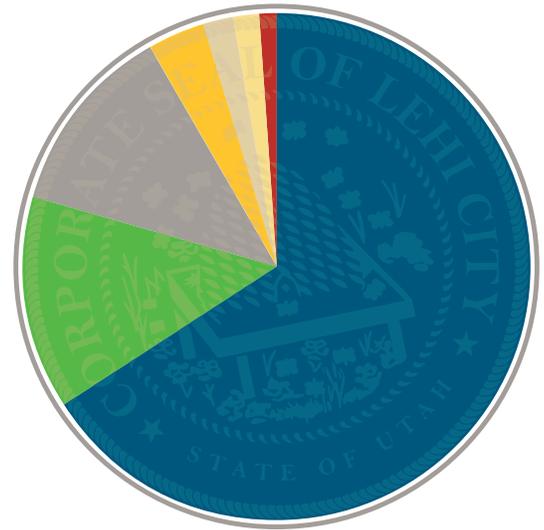
## FY 2017 GENERAL FUND EXPENDITURE SUMMARY



- Police - 21.9%
- Non-Departmental - 21.8%
- Fire - 15.3%
- Public Works - 14.5%
- Leisure Services - 6.3%
- Office of the City Administrator - 4.7%
- Community Development - 4.4%
- Finance - 3.0%
- Justice Court - 2.2%
- Legal Services - 2.2%
- Engineering - 2.1%
- Mayor & City Council - 0.9%
- Economic Development - 0.6%

## FY 2017 GENERAL FUND REVENUE SUMMARY

- Taxes - 66.0%
- Contributions/Transfers - 13.6%
- License & Permits - 12.3%
- Charges for Service - 3.4%
- Fines & Forfeitures - 2.1%
- Miscellaneous - 1.5%
- Intergovernmental - 1.1%



The background of the entire page is a repeating pattern of stylized, white line-art buildings. Each building icon consists of a central tower with a dome, flanked by two smaller structures with gabled roofs. The pattern is uniform and covers the entire surface.

# BUDGET OVERVIEW



## AS UTAH'S SIXTH OLDEST CITY, LEHI IS RICH IN PIONEER AND OLD WEST HISTORY.

Originally settled by Mormon pioneers, Lehi has been known as Sulphur Springs, Snow's Springs, Dry Creek, and Evansville. It was incorporated as Lehi City in 1852. The Overland Stagecoach Route, the Pony Express Trail, and the Transcontinental Telegraph all passed through or near Lehi during the peak of their use.

Today, according to the U.S. Census Bureau, Lehi is the fifth fastest growing city in the country. The City has more than doubled in size since 2000, with population estimates approaching 60,000 residents. Lehi is quickly becoming a premier technology and commercial center along the Wasatch Front. Several landmark companies call Lehi home, including Adobe, I.M. Flash, Xactware, Microsoft, Vivint, and Xango. Lehi is also home to a wide variety of retail stores and restaurants. Thanksgiving Point, a unique destination offering museums, botanical gardens, shopping, restaurants, and other entertainment options highlights all that Lehi has to offer.

Lehi is a beautiful place to live and work. Utah Lake is located just to the south, with the picturesque Jordan River running through the City. Lehi is surrounded by the Wasatch Mountains on the East and the White Mountains and Oquirrh Mountains on the West. Lehi's beautiful natural surroundings provide easy access to hiking, mountain biking, fishing, camping, skiing, hunting, and many other outdoor activities.

Lehi operates under a six-member council form of government. Policy making and legislative authority are vested in a governing council consisting of the mayor and five city council members, each elected at large to serve four-year, staggered terms. The governing council is responsible, among other things, for passing ordinances and resolutions, adopting the budget, appointing committees, and hiring the City's administrator, recorder, and treasurer. The City's administrator is responsible for working with the mayor to carry out the policies and ordinances of the governing council, overseeing the day-to-day operations of the government, and appointing heads of the City's operational departments.

The City provides a full range of services, including police and fire protection, construction and maintenance of roads, parks, commercial and residential building inspection, recreational opportunities (including a recreation center, indoor pool, and outdoor pool), and many cultural events. The City also owns and operates a culinary water system, a secondary water system, a wastewater system, a storm water system, an electrical distribution system, solid waste collection, and an emergency medical service.

Indeed, Lehi City is pioneering Utah's future!

# DEMOGRAPHIC SNAPSHOT

**58,486**

LEHI CITY POPULATION

**24.1**

MEDIAN AGE

**\$74,200**

MEDIAN HOUSEHOLD INCOME

**3.89**

AVERAGE FAMILY SIZE

**13,064**

TOTAL HOUSING UNITS

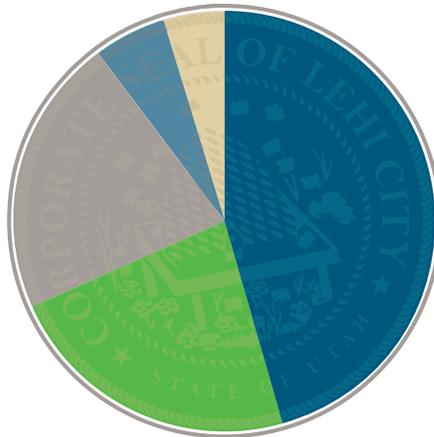
**80.9%**

HOMEOWNERSHIP RATE

**3.2%**

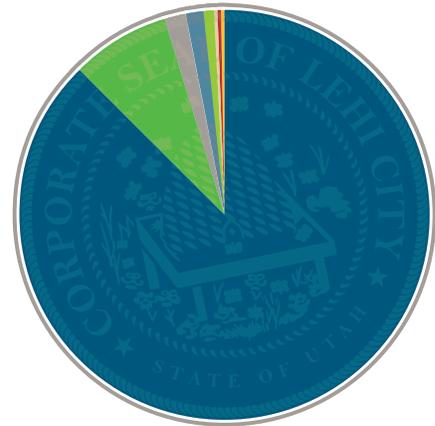
PROVO-OREM MSA UNEMPLOYMENT RATE

Sources: Census Bureau; Bureau of Labor Statistics

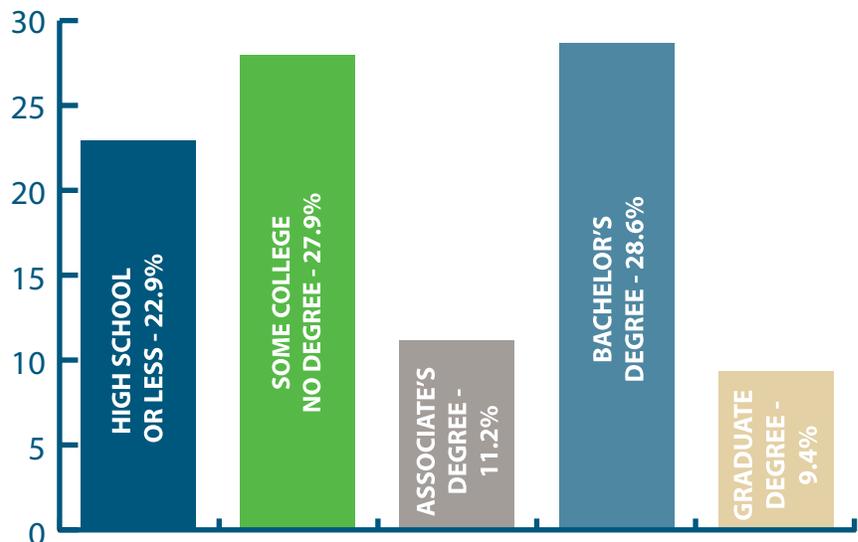


POPULATION BY AGE

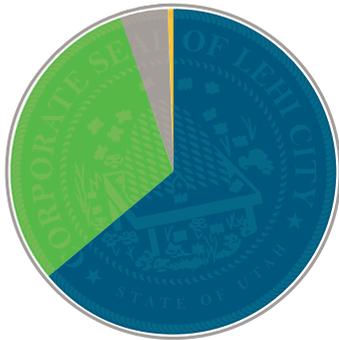
- White - 87.6%
- Hispanic/Latino - 7.7%
- Two or More Races - 1.6%
- Asian - 1.4%
- Pacific Islander - 0.8%
- American Indian - 0.4%
- Black/African Amer. - 0.2%
- Other - 0.2%



POPULATION BY RACE

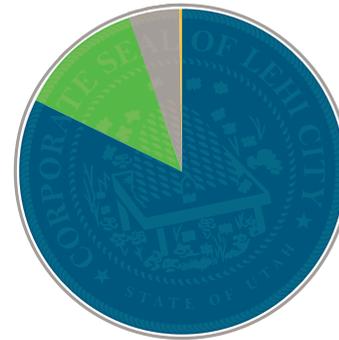


# ECONOMIC PROFILE



- Employed (Civilian) - 65.1%
- Not in Labor Force - 30.4%
- Unemployed (Civilian) - 4.2%
- Armed Forces - 0.3%

## EMPLOYMENT STATUS



- Private Wage - 82.1%
- Government - 12.6%
- Self-Employed - 4.9%
- Unpaid Family Worker - 0.3%

## CLASS OF WORKER

EMPLOYER	ESTIMATED EMPLOYEES
IM Flash	2,330
Adobe	1,025
Xactware	650
Xango	630
Cabela's	425
Thanksgiving Point	420
Hadco	235
Jack B Parson Co.	215
Costco	211
Smith's	165



## PRINCIPAL EMPLOYERS



TAXPAYER	% OF TOTAL SALES TAX
Costco	17.15%
Smith's	6.31%
Cabela's	5.37%
Lehi City	2.86%
Jack B Parson Co.	2.81%
Lowe's	2.41%
USTC Motors	1.98%
Macey's	1.96%
Audi Lehi	1.69%
Nike Retail Services Inc.	1.29%

## PRINCIPAL SALES TAX PAYERS

# CITYWIDE GOALS & OBJECTIVES

In March 2016 the City Council and administration implemented a new program to determine long-term goals and objectives for Lehi City based on the book “The One Thing,” by Gary W. Keller and Jay Papasan. The purpose of the program is for the City Council to identify the one goal they would like to achieve in the future. In turn, leaders at each level of the city’s administrative departments will implement short-term goals the assist in achieving that long-term goal.

<b>Five Year Goal</b>	<b>Mayor and City Council</b>
<b>One Year Goal</b>	<b>City Administrator and Department Directors</b>
<b>Monthly Goals</b>	<b>Mid-Level Managers</b>
<b>Daily &amp; Weekly Goals</b>	<b>Individual Employees</b>

As part of the FY 2017 City Council retreat, the Mayor and City Council described their hopes for the future of Lehi. They illustrated a city that focuses on providing quality programs and resources to families, remembering its past, and paving the path for future generations.

When creating the City’s long-term goal, the City Council and administration considered the results of the 2016 Resident Satisfaction Survey. The results of the survey are summarized on page 26-27.



## Develop a Cutting Edge, Family-Centric Community

This budget document is designed to illustrate departmental goals in relation to the City Council’s long-term goal and identify strategies and performance measures that correspond with that goal. Department goals, strategies, and performance measures can be found in the sections for each respective department throughout this document. The department goal will be illustrated under the “One” icon shown above.

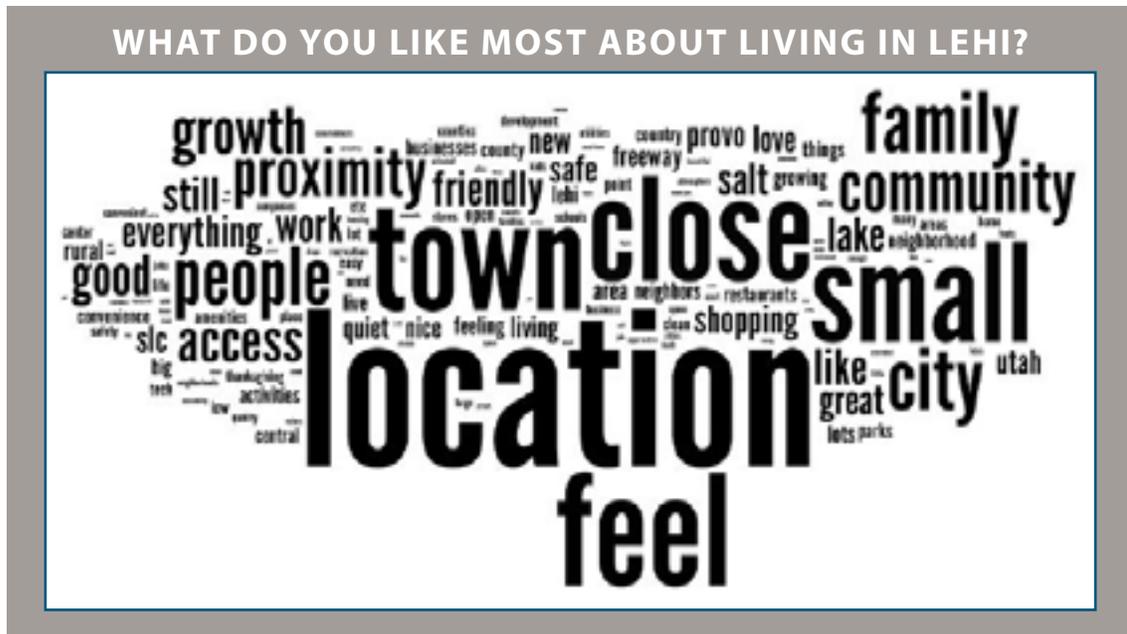
# RESIDENT PRIORITIES

Lehi City conducts an official resident survey biannually to collect valuable feedback on City operations and input on the policy direction of the City. The City conducted its most recent resident survey in December 2015. The results of this survey were an integral part of the strategic planning retreat held at the beginning of the budget process in March 2016.

The FY 2016 survey was completed by Y2 Analytics. The survey was conducted via email and gathered information regarding resident satisfaction and perceptions of the management and maintenance of the City. A sample of the survey results are included below.

## QUALITY OF LIFE

Residents were asked questions about their perception of the quality of life in Lehi. The majority of those surveyed enjoy most the location of Lehi and it's proximity to other areas of the Wasatch Valley. Residents believe Lehi offers a high quality of life, feel safe in their neighborhood, and feel Lehi is a great place to raise a family.



**80.4**

Lehi residents on average rated quality of life in Lehi City 80.4 (on a scale of 0-100).

**94%**

The percent of Lehi residents who feel safe living in Lehi.

**91%**

The percent of Lehi residents who feel Lehi is a great place to raise a family.

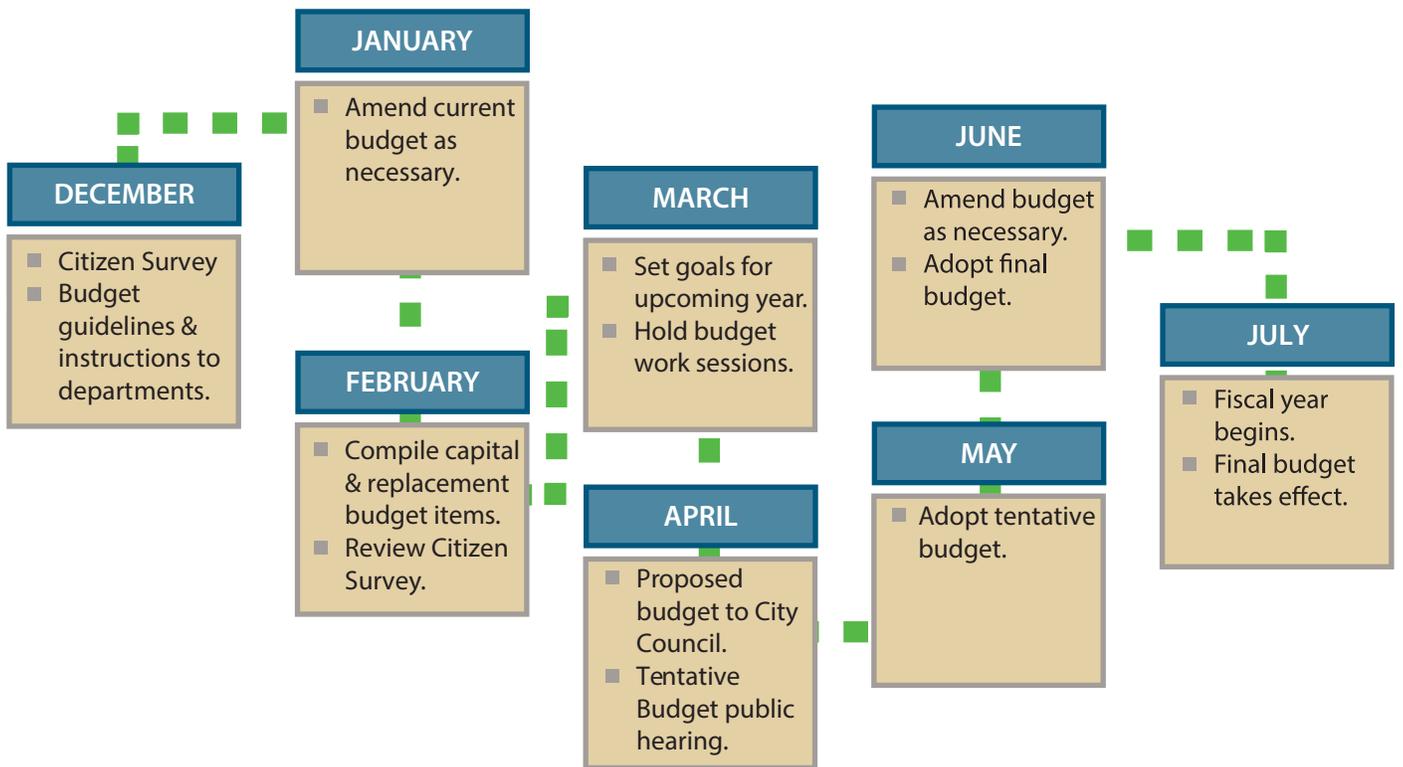


# BUDGET PROCESS

Lehi City's budget operates on a fiscal year, from July 1 to June 30 of each year. The City Council approves the final budget in June and it takes effect on July 1. The process begins in December when the Finance Department issues budget guidelines and instructions to each department, including overall goals, priorities, and budget limits. The Citizen Survey process also begins biannually in December to determine service satisfaction levels and what residents are willing to pay for regarding specific services (price of government). This allows residents to have a voice in creating spending priorities for the City.

In January, the City Council amends the budget to readjust spending priorities for any unforeseen budgetary issues. In February, each department submits personnel requests, capital improvements, and replacement budget items to the Finance Department. In March, the budget team, consisting of the Mayor, City Administrator, Assistant City Administrator, Assistant to the City Administrator, and the Finance Department, begin meeting with each department to review personnel requests, capital improvements, and replacement budget items. These budget requests are then prioritized by the budget team to determine inclusion in the tentative budget.

The Finance Department drafts a tentative budget in April. The tentative budget must be presented to the City Council and citizens of Lehi by May 22. The City Council then holds public work sessions with City staff to review the tentative budget and make amendments as necessary. After necessary changes have been made and the numbers are finalized, the final budget is presented to the City Council. The final budget must be adopted by June 22 for the following fiscal year.



## GUIDING FINANCIAL PRINCIPLES

While the City's long-term goals and objectives guide what the budget accomplishes, the accomplishment of these goals and objectives through the budget process is based on the following guiding principles:



- Lehi City exists only to serve the needs of its residents. Since these needs are continually changing, the City should consistently receive resident feedback based on both long-term and current needs.
- Lehi City should strive for inter-generational fairness. Thus, each generation of taxpayers should pay its fair share of the long-range cost of city services.
- Lehi City should finance services rendered to the general public, such as police, fire, streets, and parks, from revenues imposed on the general public, such as property and sales taxes. Special services rendered to specific groups of residents should be financed by user fees, impact fees, license and permit fees, or special assessments.
- Lehi City should balance all budgets annually, in accordance with Utah law, which states the following:
  - The total of the anticipated revenues shall equal the total of appropriated expenditures (Section 10-6-110, U.C.A.).
  - The governing body of any city may not make any appropriation in the final budget of any fund in excess of the estimated expendable revenue for the budget period of the fund (Section 10-6-117, U.C.A.).
- Lehi City should allow for a reasonable surplus (fund balance) to accumulate for the following purposes:
  - To provide sufficient working capital.
  - To provide a cushion to absorb emergencies such as floods, earthquakes, etc.
  - To provide for unavoidable shortfalls in revenues.

The City conducts its financial affairs with policies that are based on these guiding principles. The principles are reviewed by the budget team and City Council in making all budgetary decisions. These policies are stated in the following sections discussing the budget process, financial structure, revenue, debt, and capital projects.

## BUDGET AMENDMENTS AND MANAGEMENT

Once adopted, the budget can be amended by subsequent City Council action. The City Council can approve reductions in or reallocations of departmental appropriations upon recommendation of the City Administrator and Finance Director; however, appropriations cannot be increased in a governmental fund without a public hearing. The Finance Director can approve the transfer of unexpended appropriations from one expenditure account to another in the same department.

The Finance Department prepares and distributes a monthly budget report by the 15th day of the following month. The report mirrors the financial schedules contained in this budget book and includes current month expenditures, year-to-date expenditures, encumbrances, year-to-date budget, year-to-date variances, the annual budget, and the remaining budget.

The departmental budget within a given fund, as determined by Utah State law, is the level for which expenditures may not legally exceed appropriations. The City Council must also approve any expenditure exceeding appropriations for all capital projects. All unexpended budget appropriations lapse at the end of the budget year.

# FINANCIAL STRUCTURE

The backbone of City operations is the various departments within the City. The departments are organized into groups with similar functions or programs to manage operations more efficiently. The City's financial structure is organized into various funds within departments used for accounting and reporting. This provides a framework for the budget that is conceptually easier to understand. The majority of this document is organized by department to provide budgetary information.

The following is a brief description of the funds that make up the City's financial structure:

GOVERNMENTAL FUNDS				PROPRIETARY FUNDS		
GENERAL FUND	CAPITAL PROJECT FUND	SPECIAL REVENUE FUND	REDEV. AGENCY FUND	ENTERPRISE FUNDS		INTERNAL SERVICE FUNDS
Class C Roads	Fire Impact Fee	Legacy Center	Adobe Area	Culinary Water Fund	Culinary Impact Fee	Building & Grounds
Liquor Allotment	Parks Impact Fee	Outdoor Pool	IM Flash Micron	Drainage Fund	Drainage Impact Fee	Fleet
CDBG Fund	Police Impact Fee		Millpond Area	In Lieu Fee	Garbage Fund	Information Technology
	Roads Impact Fee		Outlets at Traverse Area	Electric Fund	Electric Impact Fee	Risk Management
			Thanksgiving Park Area	Sewer Fund	Sewer Impact Fee	
				Pressurized Irrigation Fund	P.I. Impact Fee	
				Museum Fund		

A matrix showing the relationship between the funds outlined above and the operational departments can be found on pages 32 and 33.



## GOVERNMENTAL FUNDS

**General Fund:** This fund accounts for all financial resources necessary to carry out basic governmental activities for the City that are not accounted for in another fund. The General Fund supports essential city services such as police and fire protection, street maintenance, libraries and parks and open space maintenance. General Fund revenue is collected from taxes (property, sales, and franchise), license and permits, service fees, fines, grants, and other various sources. The Class C Roads and Liquor Allotment funds account for the State's excise taxes, which are restricted for street maintenance and DUI enforcement.

**Community Development Block Grant (CDBG) Fund:** The CDBG program is a federally awarded program that provides grants for local community development activities. CDBG funds can be used for affordable housing, anti-poverty programs, and infrastructure development. The city prioritizes projects and improvements to determine how to use these funds.

**Capital Project and Impact Fee Funds:** These funds provide financial resources for the acquisition or construction of major capital improvement projects for governmental-type activities.

**Special Revenue Funds:** These funds are used when revenue is legally restricted to expenditures for specified purposes. The Legacy Center Fund and the Outdoor Pool Fund have legally restricted revenue and are categorized as special revenue funds.

**Redevelopment Agency Funds:** Community redevelopment and economic development project areas are financed by incremental taxes collected for the properties in development. Redevelopment Agency Funds account for the tax revenue that is used to pay debt from improving project infrastructure. Currently there are five RDA Funds in Lehi City.



## PROPRIETARY FUNDS

**Enterprise Funds:** These funds are used for specific operations that provide goods and services primarily financed with user fee revenue. These operations are similar to private business enterprises. Lehi City's seven enterprise funds include: Culinary Water, Pressurized Irrigation (PI), Sewer, Electric, Garbage, Drainage, and the Museum. Water, PI, Sewer, Electric, and Drainage also have associated Impact Fee Funds for the acquisition and construction of new capital improvement projects.

**Internal Service Funds:** These funds finance commodities or services provided by one program that benefit other programs within the City. Costs are reimbursed by those programs and departments that use the services through these funds. The City's four Internal Service Funds account for fleet, IT, buildings and grounds, and risk management activities.



## FUND - OPERATIONAL DEPARTMENT RELATIONSHIP MATRIX

The following matrix shows the relationship between funds and operational departments. Specifically, departments that are funded by each fund have an "X" marked in the fund's corresponding row. Often, the funds will be associated with specific divisions or sections within operational departments. These relationships are shown in more detail within the budget document.

	DEVELOPMENT SERVICES	POWER	FINANCE	LEGAL SERVICES	JUSTICE COURT	LEISURE SERVICES
<b>GOVERNMENTAL FUNDS</b>						
General Fund	X	X	X	X	X	X
Class "C" Roads						
Liquor Allotment						
CDBG	X					
<b>GOVERNMENTAL PROJECTS AND IMPACT FEE FUNDS</b>						
Capital Projects	X	X	X	X	X	X
Fire Impact Fee						
Parks Impact Fee						
Police Impact Fee						
Roads Impact Fee						
<b>SPECIAL REVENUE FUNDS</b>						
Legacy Center						X
Outdoor Pool						X
<b>REDEVELOPMENT AGENCY FUNDS</b>						
Adobe Area EDA	X					
IM Flash Micron RDA	X					
Millpond Area RDA	X					
Outlets at Traverse CDA	X					
Thanksgiving Park EDA	X					
<b>PROPRIETARY FUNDS</b>						
<b>ENTERPRISE FUNDS</b>						
Culinary Water						
Culinary Water Impact Fee						
Drainage						
Drainage Impact Fee						
In Lieu Fee						
Pressurized Irrigation						
PI Impact Fee						
Electric		X				
Electric Impact Fee		X				
Garbage			X			
Museum						X
Sewer						
Sewer Impact Fee						
<b>INTERNAL SERVICE FUNDS</b>						
Building & Grounds						
Fleet						
IT			X			
Risk Management				X		

	OFFICE OF THE CITY ADMIN.	PLANNING	ENGINEERING	PUBLIC WORKS	WATER	POLICE	FIRE
<b>GOVERNMENTAL FUNDS</b>							
General Fund	X	X	X	X		X	X
Class "C" Roads				X			
Liquor Allotment						X	
CDBG			X	X			
<b>GOVERNMENTAL PROJECTS AND IMPACT FEE FUNDS</b>							
Capital Projects	X	X	X	X	X	X	X
Fire Impact Fee							X
Parks Impact Fee				X			
Police Impact Fee						X	
Roads Impact Fee				X			
<b>SPECIAL REVENUE FUNDS</b>							
Legacy Center							
Outdoor Pool							
<b>REDEVELOPMENT AGENCY FUNDS</b>							
Adobe Area EDA							
IM Flash Micron RDA							
Millpond Area RDA							
Outlets at Traverse CDA							
Thanksgiving Park EDA							
<b>PROPRIETARY FUNDS</b>							
<b>ENTERPRISE FUNDS</b>							
Culinary Water					X		
Culinary Water Impact Fee					X		
Drainage					X		
Drainage Impact Fee					X		
In Lieu Fee					X		
Pressurized Irrigation					X		
PI Impact Fee					X		
Electric							
Electric Impact Fee							
Garbage							
Museum							
Sewer					X		
Sewer Impact Fee					X		
<b>INTERNAL SERVICE FUNDS</b>							
Building & Grounds				X			
Fleet				X			
IT							
Risk Management							

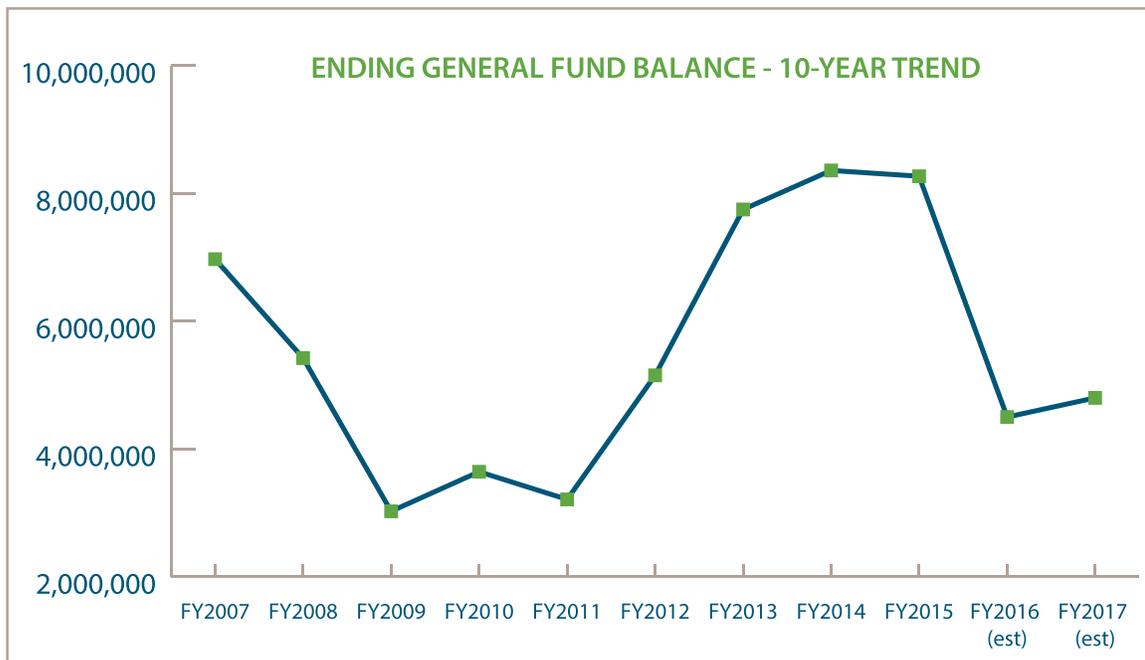
# FUND BALANCE & RESERVES

Utah state law allows cities to accumulate retained earnings or fund balances as appropriate in any fund (see U.C.A 10-6-116). However, the law restricts balances in the General Fund as follows: 1) Any fund balance less than 5 percent of estimated revenue 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 percent must be included in the appropriations of the next fiscal year.

Lehi City accumulates fund balances in its various funds for the following purposes:

- To avoid short-term debt that might be needed to provide working capital
- To meet unexpected expenditures as the result of an emergency
- To secure the City’s debt and its bond rating
- To accumulate funding for planned capital expenditures including the replacement of capital assets
- To meet the reserve requirements for liabilities already incurred but not yet paid (e.g. Risk Management Fund)

All excess funds are invested consistent with the State Money Management Act. The resultant interest income is used as an additional revenue source in each fund. The chart below shows the history of the fund balance in the General Fund.



## GOVERNMENTAL FUND BALANCES

FUND	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
General	\$ 8,360,653	\$ 8,269,687	\$ 4,500,000	4,800,000
All Other Governmental Funds				
Redevelopment Agency	757,500	1,153,694	-	1,481,000
Special Revenue	-	-	-	-
Capital Projects	10,135,050	7,653,227	1,100,000	980,000
Total All Other Governmental Funds	\$ 10,892,550	\$ 8,806,921	\$ 1,100,000	\$ 2,461,000
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 19,253,203</b>	<b>\$ 17,076,608</b>	<b>\$ 5,600,000</b>	<b>\$ 7,261,000</b>

# BASIS OF BUDGETING

Budgetary basis is the basis of accounting used to estimate financing sources and uses in the budget. There are three types of budgetary basis accounting: (1) cash basis, (2) accrual basis, and (3) modified accrual basis. These are explained below:

**Cash Basis:** Transactions are recognized only when cash is increased or decreased.

**Accrual Basis:** Revenues are recorded when they are earned (regardless of when cash increases) and expenditures are recorded when goods and services are received (regardless of when cash disbursements are made).

**Modified Accrual Basis:** Accounting method that is a mixture of cash basis and accrual basis accounting. Revenues are recognized when they become measurable and “available” as net current assets. “Available” means collectible in the current period or soon enough thereafter to be used to pay against liabilities in the current period. Expenditures are recognized when the related fund liability is incurred, except for principal and interest on general long-term debt, which is recognized when due.

General Government Funds follow the modified accrual basis of accounting. Sales taxes are recognized when intermediary collecting agencies have received them. All other intergovernmental revenues are recorded as revenue when received. Property tax revenues are recognized in the fiscal year for which they were levied. Licenses and permits, charges for services, fines and forfeitures, and other revenues are recorded as revenue when received cash.

The Enterprise Funds are prepared on an accrual basis. Expenditures are recognized as encumbrances when services are received or a commitment is made (e.g. through a purchase order). Revenues, on the other hand, are recognized when they are obligated to the City (for example, power user fees are recognized as revenue when service is provided).

In both Enterprise Funds and General Governmental Funds, the encumbrances will lapse when goods and services are not received by year-end.

The Comprehensive Annual Financial Report (CAFR) shows the status of the City’s finances on the basis of “generally accepted accounting principles” (GAAP). In most cases this conforms to the way the City prepares its budget. Exceptions include:

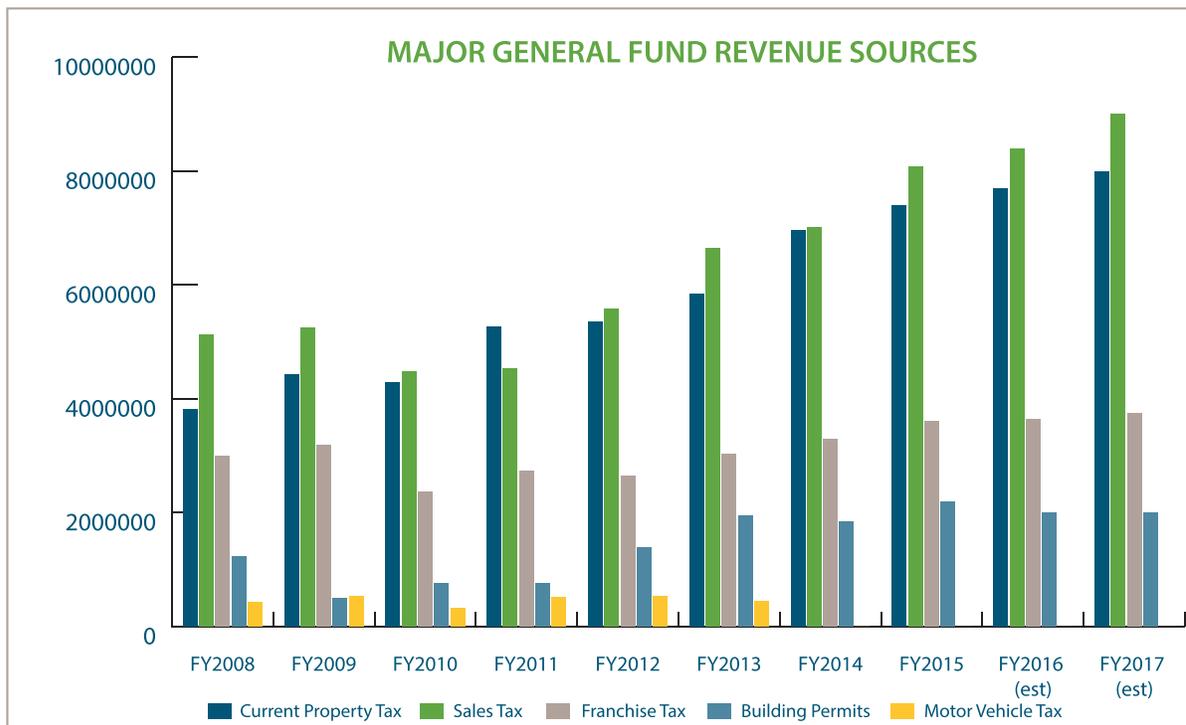
- Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget).
- General staff and administrative charges are recognized as direct expenses of the Power Enterprise Fund on a GAAP basis as opposed to being accounted for and funded by operating transfers into the General Fund from the Power Fund on the Budget basis.
- Principal payments on long-term debt within the Enterprise Funds are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a Budget basis.
- Capital outlay within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a Budget basis.
- Depreciation expense is recorded on a GAAP basis only.

The Comprehensive Annual Financial Report shows fund expenditures and revenues on both a GAAP basis and Budget basis for comparison purposes. The most recent financial report is available online at [www.lehi-ut.gov/departments/finance](http://www.lehi-ut.gov/departments/finance).

# REVENUE & TAXATION

Lehi City is funded primarily through two categories of revenue: taxes and fees. Tax revenue is primarily used to pay for services provided to the public in general, such as police, fire, streets, and parks. The City also provides services that benefit specific groups of citizens for which a specific fee is charged, which fee is intended to pay for all or part of the costs incurred to provide that service. The City adheres to the following revenue policies:

- The City should maintain a diversified and stable revenue system to shelter it from unforeseeable, short-term fluctuations in any one revenue source.
- The City should estimate revenues conservatively on an annual basis to avoid unexpected deficits and to provide a funding source for capital project needs.
- The City should minimize the use of one-time revenue to fund on-going services.
- The City should annually review the full cost of activities supported by user fees, impact fees, license and permit fees, and special assessments to:
  - Identify the impact of inflation.
  - Determine that the full long-term service costs are not being subsidized by general revenues or passed on to future generations of taxpayers.
  - Determine the subsidy level of some fees.
  - Consider new fees, subject to the review of City Council.
- The City should seek to maintain a stable tax rate.



The above chart shows the ten-year trend for those revenue sources classified as general taxes and as building permit fees. In total, these five sources are expected to comprise approximately 70 percent of the General Fund revenue. It is important to maintain balance among major revenue sources. The remainder of this section will provide additional information on the major General Fund revenue sources used to fund the City’s general government services. User fee revenue information will be provided in the section corresponding to the department that provides the service funded by the fee. User fees are based on an analysis of how much of the cost of a service should be covered by the fee versus how much of the cost of the service should be subsidized by general taxes and revenue. Factors considered in the analysis include:

- How Lehi’s fees compare with those charged by other cities;
- Whether the service benefits the general public versus an individual user, and;
- Whether the same service can be offered privately at a lower cost.

## SALES TAX

General sales tax is one of Lehi City's largest revenue sources at 27 percent of the estimated General Fund revenue for FY 2017. State law authorizes cities to receive sales tax revenue based on the process described in the chart shown to the right.

Normally, sales tax revenue fluctuates more with the economy than the other major tax revenue sources. However, commercial growth has continued to hold steady with the addition of Class A office space and several commercial developments, including Nuvi, Vivint Solar, and Ancestry.com.

The City has also seen the opening and announcement of national and regional restaurants like Tsunami, Village Baker, Mad Greens, Taco Bell, Pizzeria Limone, and Zao Asian Cafe. Lehi continues to have some of the best undeveloped commercial frontage along the Wasatch Front, and the City is in continual negotiation with several developers and site selectors.

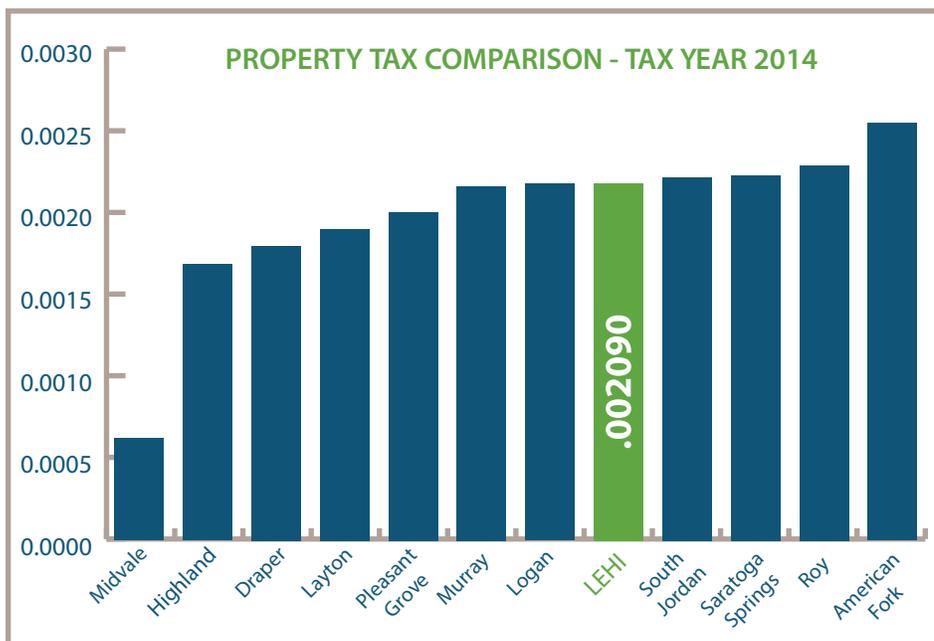
The economic viability on a statewide level accounts for about half of the City's sales tax revenue. In that regard, Utah continues to excel, with *Forbes Magazine* ranking Utah 1st in its list of "Best States for Business" for 2014 and 2015. Further, *CNBC* ranked Utah first in its list of "America's Top States for Business 2016." In light of Lehi's prominence in Utah's strong state economy, as well as the new commercial development reaching completion during the upcoming fiscal year, the City forecasts its sales tax revenue for FY 2017 to increase by 7 percent from FY 2016 estimates.



## PROPERTY TAX

Property tax is another one of Lehi's largest revenue sources, accounting for approximately 24 percent of General Fund revenue. Starting with the Fiscal Year 2014 budget, Lehi's Finance Department is combining current property taxes, motor vehicle taxes, and delinquent taxes into one property tax line item. This accounts for the increase in the property tax revenue line item from previous budgets. Utah County assesses the taxable value of property in Lehi and collects all property tax. Lehi City's 2015 certified property tax rate is 0.2090 percent.

Primary residences are taxed at 55 percent of the property's assessed value, while secondary residences are



taxed at 100 percent of the property's value. Lehi receives approximately 18 percent of what residents pay in property taxes (see chart on right). Maintaining an average rate for many years, property tax revenues have stayed relatively stable. This trend will stay consistent in FY 2016, with the previously-discussed reclassification of motor vehicle tax and delinquent tax into the current property tax line item. The projected property tax revenue growth in FY 2016 is largely due to the success the City has experienced in both commercial and residential development.

## FRANCHISE TAX

Franchise taxes are the third largest source of revenue for the General Fund, accounting for approximately 11 percent of total General Fund revenues. State law authorizes cities to collect up to 6 percent in utilities operating within city boundaries. Since franchise tax revenues are determined by the number of service connections, as well as the sales from those connections, growth in franchise tax revenue is directly related to new construction. Franchise tax revenue is estimated to increase by 3 percent over FY 2016. The total projected revenue of \$3,750,000 represents a consistent recovery of this revenue source after a significant decrease in FY 2010.

## MOTOR VEHICLE TAX

A statewide fee is assessed on motor vehicles in lieu of property taxes. The motor vehicle fee is assessed

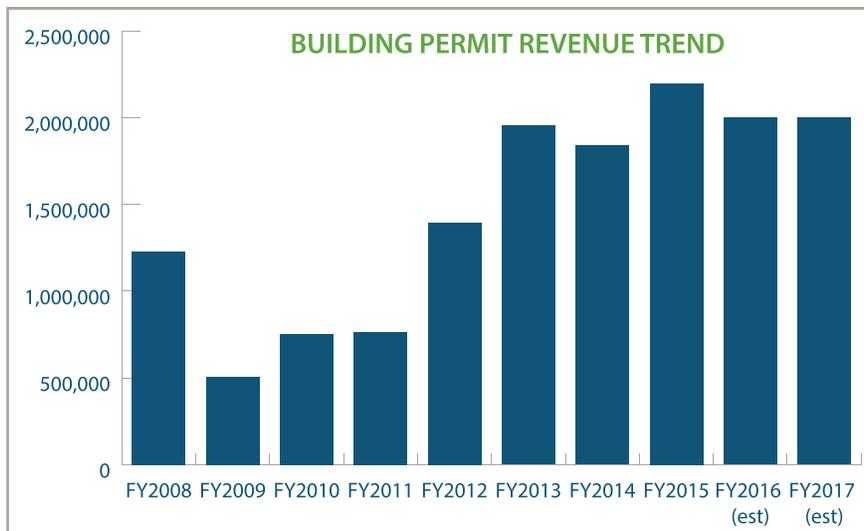
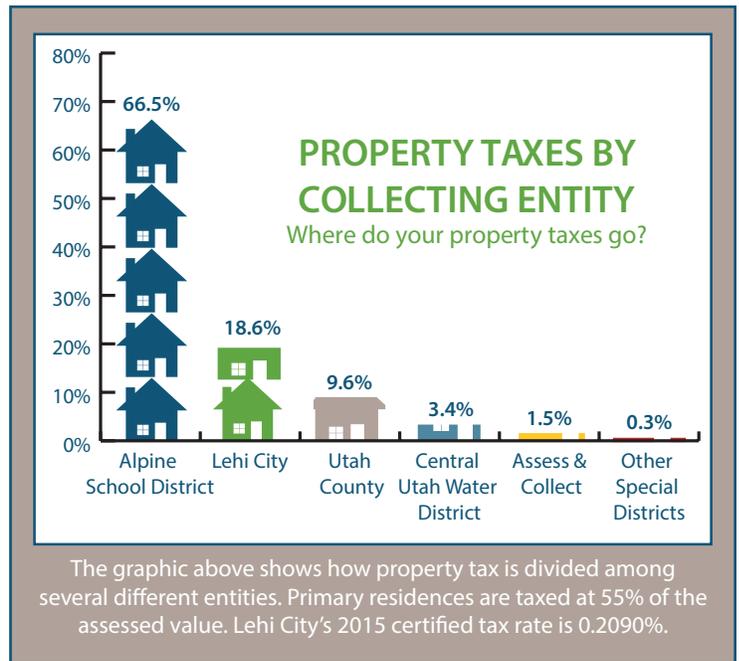
MODEL YEARS	AGE-BASED FEE
2017-2015	\$150
2014-2012	\$110
2011-2009	\$80
2008-2006	\$50
2005 & older	\$10

\*Source: Utah State Tax Commission

based on the age and type of the vehicle. Historically, the motor vehicle tax accounts for approximately 3 percent of all General Fund revenues; however, as stated previously, Lehi's Finance Department has decided to begin combining motor vehicle tax revenue with property tax and delinquent taxes into one line item. Therefore, the motor vehicle tax will no longer be tracked as an individual line item. A breakdown of how the motor vehicle tax is assessed for passenger vehicles is provided in the table to the left.

## BUILDING PERMIT FEES

Companies or individuals that construct buildings in Lehi are charged building permit fees. Thus, building permit fee revenue is a good indicator of the amount of growth occurring in the City. As can be seen in the graph, Lehi has experienced continual growth over the last few years. Lehi is projecting to continue the rebound that began in FY 2012, which saw an 83 percent increase from FY 2011 levels. Lehi experienced another significant revenue increase in FY 2013 of about 40 percent from FY 2012. This trend continues to look encouraging. Accordingly, the City is conservatively projecting revenues above FY 2012 levels moving forward.



# DEBT

Consistent with the policies listed below, Lehi City uses debt judiciously. Currently, the City has a AA- bond rating from Standard and Poor’s for general obligation bonds. The schedules in this section include the general long-term debt pertaining to both the governmental and proprietary funds.

## POLICIES

- When applicable, Lehi City will review its outstanding debt annually for the purpose of determining if the financial marketplace will afford the City the opportunity to refund, issue, and lessen its debt service costs (minimum 3 percent savings over the life of an issue).
- Lehi City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
- When Lehi City finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the estimated useful life of the project.
- Lehi City should have the final maturity of general obligation bonds at or below thirty years.
- Capital improvements, equipment, and facility projects shall be classified into “pay-as-you-go” and “debt financing” classifications. Pay-as-you-go capital items will be \$5,000 or less with short lives (less than four years) or replacement of existing equipment where depreciation has been paid to a sinking fund. Debt financing will be used for major, non-recurring items with a minimum of four years of useful life.
- Whenever possible, Lehi City will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds, so those benefiting from the improvements will bear all or part of the cost of the project financed.
- Lehi City will not use long-term debt for current operations.
- Lehi City will maintain good communications with bond rating agencies regarding its financial condition.

### COMPUTATION OF LEGAL DEBT MARGIN - JUNE 30, 2016

Assessed Valuation	\$	2,698,755,007
Estimated Actual Value		3,358,267,700
Debt Limit - 4% of Estimated Actual Value		134,330,708
Less Outstanding General Obligation Bonds		-
Total Amount of Debt Applicable to Debt Limit		-
<b>LEGAL DEBT MARGIN</b>	<b>\$</b>	<b>134,330,708</b>



## OUTSTANDING GENERAL LONG-TERM DEBT: GOVERNMENTAL ACTIVITIES

DESCRIPTION	END BALANCE FY 2014	END BALANCE FY 2015	ADDITIONS	DELETIONS	END BALANCE FY 2016	PRINCIPAL DUE FY 2017	INTEREST DUE FY 2017
2014 Sales Tax Bonds	\$ 7,210,000	\$ 6,560,000		\$ 660,000	\$ 5,900,000	\$ 680,000	\$ 127,880
2004 Subordinated Sales Tax Revenue Bonds	7,955,000	7,955,000			7,955,000	-	-
Tax Increment Micron	64,020,325	60,689,138			60,689,138	Contingent on Tax Increment	
Tax Increment Thanksgiving Park	2,211,624	2,059,290			2,059,290	Contingent on Tax Increment	
Tax Increment Traverse Mountain	12,768,681	12,462,691			12,462,691	Contingent on Tax Increment	
Tax Increment Alpine Highway West	16,771,579	16,594,601			16,594,601	Contingent on Tax Increment	
Tax Increment West Timpanogos	-	19,557,363			19,557,363	Contingent on Tax Increment	
Compensated Absences	2,169,648	2,067,014	135,248		2,202,262	-	-
Landfill Closure & Post-Closure Liability	250,917	250,917	30,691		281,608	-	-
<b>TOTAL LONG-TERM DEBT</b>	<b>\$113,357,774</b>	<b>\$ 128,196,014</b>	<b>\$ 165,939</b>	<b>\$ 660,000</b>	<b>\$127,701,953</b>		

A brief description of Lehi City's debt issues (as of June 30, 2015) is included below.

- **2014 Sales Tax Bonds** - \$7,210,000 sales tax bonds that refunded the 2003 Sales Tax Revenue Bonds and 2004 Sales Tax Revenue and Refunding Bonds. Due serially through June 1, 2024 with interest at 2.3 percent.
- **2004 Subordinated Sales Tax Revenue Bonds** - \$9,000,000 authorized, \$9,000,000 issued through June 30, 2007 sales tax revenue bonds with interest of 4.75 percent payable from 87.5 percent of the local sales and use tax and 100 percent of the transient room tax collected from the Cabela's Retail Store Project Area, due in 2024.
- **Tax Increment Note Micron** - Due in annual installments equal to 70 percent of the tax increment received by the Redevelopment Agency from the Alpine Highway Project, including interest at 6.6 percent, due in 2009. Used to finance economic development associated with IM Flash Technologies.
- **Tax Increment Note Thanksgiving Park** - Due in annual installments equal to 95 percent of the tax increment received by the Redevelopment Agency from the Thanksgiving Park Economic Development Project Area. Non-interest bearing note.
- **Tax Increment Note Traverse Mountain** - Due in annual installments equal to 100 percent of the property tax increment received by the Redevelopment Agency from the Traverse Mountain Community Development Project Area, as well as varying levels of the sales tax collected from business within the project area, over a ten-year tax increment period. Non-interest bearing note.
- **Tax Increment Note Alpine Highway West** - Due in annual installments equal to 93.33 percent of the tax increment received by the Redevelopment Agency from the Alpine Highway West Economic Development Project Area. Non-interest bearing note.
- **Tax Increment Note West Timpanogos** - Due in annual installments equal to 97 percent of the tax increment received by the Redevelopment Agency from the West Timpanogos Community Development Project Area. Non-interest bearing note.
- **Compensated Absences** - Some employees carry balances of sick leave and vacation leave greater than what they earn in a given year. The cost of compensating such balances are reported as long-term debt. Balances for compensated absences are capped at 160 hours for vacation leave and 240 hours for sick leave.
- **Landfill Closure and Post-closure Care Liability** - This represents an escrow fund used for costs associated with the landfill closure and post-closure care liability. The escrow fund is funded via the Garbage Fund.

## OUTSTANDING GENERAL LONG-TERM DEBT: BUSINESS-TYPE ACTIVITIES

DESCRIPTION	END BALANCE FY 2014	END BALANCE FY 2015	ADDITIONS	DELETIONS	END BALANCE FY 2016	PRINCIPAL DUE FY 2017	INTEREST DUE FY 2017
2014 Electric Refunding Bonds	\$ 4,560,000	\$ 3,820,000	-	\$ 745,000	\$ 3,075,000	\$ 755,000	\$ 47,736
2010 Drainage Bonds	1,920,000	1,760,000	-	150,000	1,610,000	155,000	53,790
Provo Reservoir Water Co. Note	448,926	436,806	-	12,617	424,189	13,115	16,964
Provo River Water Assoc. Note	1,151,084	1,124,858	-	27,260	1,097,598	28,384	43,924
Compensated Absences	848,582	619,665	-	230,796	652,320	-	-
Net Pension Liability	-	1,102,184	32,655	-	-	-	-
<b>TOTAL LONG-TERM DEBT</b>	<b>\$ 8,928,592</b>	<b>\$ 8,863,513</b>	<b>\$ 32,655</b>	<b>\$ 1,165,673</b>	<b>\$6,859,107</b>	<b>\$ 951,499</b>	<b>\$ 162,414</b>

A brief description of Lehi City's debt issues (as of June 30, 2014) is included below.

- **2014 Electric Refunding Bonds** - Revenue refunding bonds that refunded the 2009 Electric Refunding & Revenue Bonds which were used to build two new electrical substations. Due serially through June 1, 2020 with interest at 0.8 percent to 2.2 percent.
- **2010 Drainage Revenue Bonds** - \$2,500,000 in drainage revenue bonds due serially through 2025 with interest rates ranging from 3.51 percent.
- **Note Payable to Provo Reservoir Water Users Company** - Payable in annual installments through 2035. Payments include interest at 4 percent and range from \$34,813 to \$33,439.
- **Note Payable to Provo River Water Users Association** - Payable in annual installments through 2035. Approximately 81 percent of the total obligation bears interest at 4 percent. The balance of the obligation will mirror a line of credit issued by a bank to the Provo River Water Users Association. The line of credit will have a variable interest rate which is estimated to average 4.5 percent.
- **Compensated Absences** - Some employees carry balances of sick leave and vacation leave greater than what they earn in a given year. The cost of compensating such balances are reported as long-term debt. Balances for compensated absences are capped at 160 hours for vacation leave and 240 hours for sick leave.
- **Net Pension Liability** - The difference between the total pension liability (present value of projected benefit payments to employees based on their past service) and the assets (mostly investments reported at fair value) set aside to pay current employees, retirees, and beneficiaries.

# LONG-TERM FINANCIAL OUTLOOK

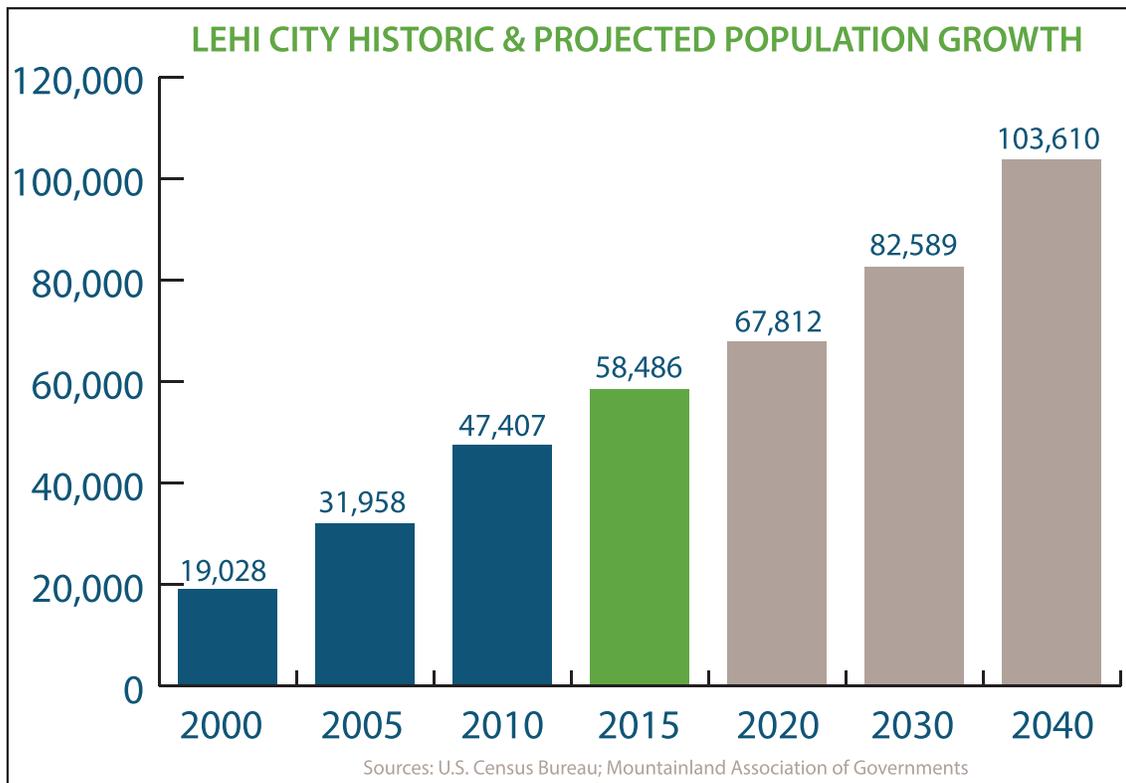
When forecasting future revenues and expenditures, Lehi City uses trend analysis, national economic indicators, local economic indicators, and city-specific issues to help determine the most accurate financial forecasting as possible. Throughout this document, discussions of the City’s financial policies, past revenue and expenditure trends, and various economic indicators are presented. These include:

- City Revenue Policies: Page 36;
- General Fund Balance Trend: Page 34;
- Trends for Major General Fund Revenues: Pages 36-38;
- Debt Policies and Debt Position: Pages 39-41;
- Five-Year Capital Improvement Plan: Pages 49-53; and
- Impact of Five-Year Capital Improvement Plan on Operating Budget: Pages 54-55.

All of these factors impact the City’s long-term financial outlook. Following is a discussion of major factors that will also impact the City’s long-term financial outlook.

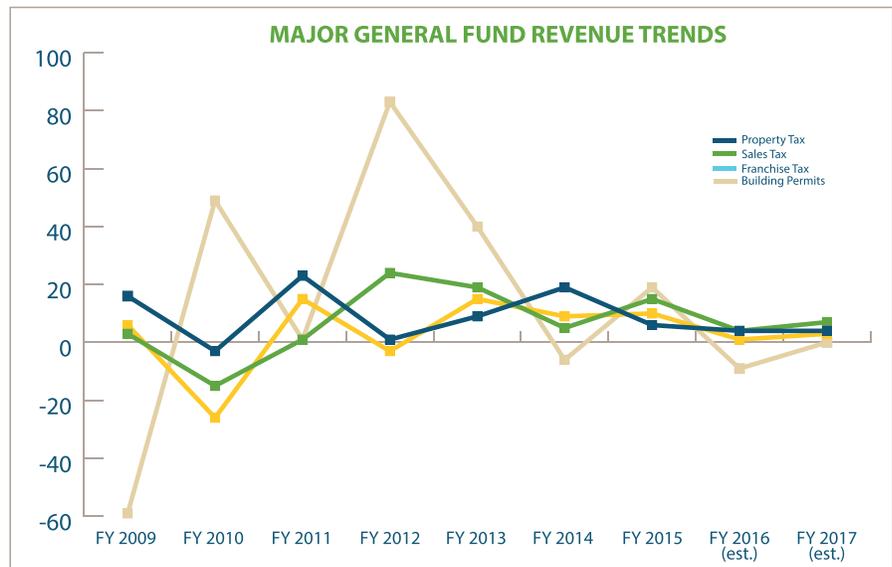
## POPULATION GROWTH

According to the U.S. Census Bureau, Lehi is the fifth-fastest growing city in the United States. This population growth is expected to bring significant opportunities to the City. However, there will also be increased financial burdens on the City as there is more need for infrastructure construction and improvement and an increased demand for City services. The City monitors population growth trends and forecasts as it determines its infrastructure needs, particularly as it pertains to the five-year capital improvement plan, and fees for various City services.



## REVENUE TREND ANALYSIS

Lehi City has a policy of conservatively estimating revenues on an annual basis to avoid unexpected deficits. As can be seen in the chart on the left showing the percent change for the four major revenue sources for the General Fund, the major General Fund revenue sources are each unique with regards to financial forecasting. Property tax, sales tax, and franchise tax revenues are relatively stable funding sources. However, they tend to lag a bit behind macro-economic trends in terms of the effect felt by the City. This was true during the financial crisis of 2008 and 2009.



Building permits, which are an important indicator of the local growth and the local economy’s reaction to national economic factors, are much more volatile than the City’s other primary General Fund revenue sources. However, building permit revenues tend to predicate an increase or decrease in property tax, sales tax, and franchise tax revenues. The City uses these trends, combined with other factors such as national economic indicators, state economic indicators, and local indicators such as development specific to the City to estimate future revenue. Below is a three-year revenue forecast for the major General Fund revenue sources based on these factors and past revenue trends.

## THREE-YEAR GENERAL FUND FORECAST

	FY 2014 ACTUAL	FY 2015 ACTUAL	FY 2016 ESTIMATED	FY 2017 APPROVED	FY 2018 FORECAST	FY 2019 FORECAST
<b>PROPERTY TAX REVENUE</b>	\$ 6,962,340	\$ 7,405,000	\$ 7,800,000	\$ 8,000,000	\$ 8,100,000	\$ 8,203,000
<b>SALES TAX REVENUE</b>	7,013,402	8,210,829	8,400,000	9,000,000	9,250,000	9,500,000
<b>FRANCHISE TAX REVENUE</b>	3,296,937	4,162,674	3,650,000	3,750,000	4,000,000	4,250,000
<b>BUILDING PERMIT REVENUE</b>	1,839,674	2,197,612	2,000,000	2,000,000	2,080,800	2,100,100
<b>TOTAL</b>	<b>\$ 19,112,353</b>	<b>\$ 21,976,115</b>	<b>\$ 21,850,000</b>	<b>\$ 22,750,000</b>	<b>\$ 23,430,800</b>	<b>\$ 24,053,100</b>

The background of the entire page is a repeating pattern of stylized, white line-art buildings. Each building icon consists of a central tower with a dome, flanked by two smaller structures with gabled roofs. The pattern is uniform and covers the entire surface.

# CAPITAL PROJECTS

# CAPITAL PROJECTS

The FY 2017 budget includes just over \$72.6 million for all capital improvement expenditures. To allow a more accurate picture of how the coming fiscal year's Capital Budget might impact the operating budget, the capital expenditures are summarized into two categories: routine capital expenditures and non-routine capital expenditures.

- **ROUTINE CAPITAL EXPENDITURES** are expenditures that occur on a regular basis and have no significant impact on the operating budget. The capital expenditures classified into the capital replacement budget are considered routine. Examples include the regular replacement of vehicles and equipment and the regular up-sizing of pipes, streets, and power systems. The cost of these capital expenditures are captured as line items in the budget information portion of each department's section throughout this book, for a total of approximately \$4.3 million.
- **NON-ROUTINE CAPITAL EXPENDITURES** are expenditures that do not happen on a regular basis and impact the operating budget either in terms of additional personnel, maintenance, utility, or other costs; or in terms of additional revenue or operating savings. Although the expenditures of these projects may span over a few years, the projects add to the asset base of the City and often result from policy decisions. Capital projects defined as non-routine total just over \$68.3 million. A summary schedule of the non-routine capital budget can be found later in this section of the budget document.

## CAPITAL POLICIES

- Lehi City's Capital Budget shall be revised each year, including anticipated fund sources.
- When Capital Budget appropriations lapse at the end of the fiscal year they shall be re-budgeted until the project is complete.
- Inventories in the proprietary funds, which shall consist of materials used in the construction and repair of the transmission, distribution, collection, and treatment systems shall be valued at the lower cost or market on a weighted average basis. Supplied inventories, consisting principally of office supplies, shall be valued at the lower of cost or market on a first-in, first-out basis. Transformers shall be valued at the lower of cost or market on a specific identification basis.
- Capital expenditures shall be defined as assets purchased or acquired with the capitalization thresholds defined in the table below.

ASSET CATEGORY	CAPITALIZATION THRESHOLD (IN \$)	USEFUL LIFE (IN YEARS)
Land	0	N/A
Buildings	5,000	15-40
Improvements of than buildings, including infrastructure	0	10-40
Machinery, equipment, and vehicles	5,000	5-15
Office furniture and equipment	5,000	5-15

## CAPITAL PLANNING PROCESS

Often, the justification for capital improvement projects are derived during master planning efforts done in conjunction with third-party entities. The City Council reviews and approves all of the City's master plans. The following two pages contain a summary of the planning processes that influence the Capital Budget, and the general time line associated with the finalizing of the 5-Year Capital Budget itself.

## CITY PLANS - FY2017

PLAN	ORIGIN OF PLAN	ELEMENTS OF PLAN
Mayor and City Council Strategic Visioning	The Mayor & City Council annually hold a planning session. See pages 25-27 for more information.	The strategic vision and planning done by the Mayor and City Council set the priorities for the City budget. The planning sessions includes input from the bi-annual citizen survey, staff recommendations, and the planning documents listed below.
Budget 5-Year Capital Improvement Plan	See pages 48-55 for more information.	As part of the annual budget process, and with input from all other planning processes, a 5-year capital improvement plan is incorporated into the budget document. Potential funding sources are also discussed and estimated at this time.
General Plan	The Land Use Element Plan was updated & adopted in October 2011.	The General Plan provides a general framework of goals and guidelines for a number of the City's master plans, including: Economic Development; Parks and Recreational Facilities; Transportation; and Community Facilities and Services.
Economic Development Strategic Plan	Originally adopted in September 2008.	The plan identifies key economic development areas throughout the City in order to project where and what types of future infrastructure improvements will be necessary to meet the associated new growth. Thus, this plan has an indirect effect on the capital budgeting process.
Downtown Revitalization Plan	Originally adopted in 2007.	The plan played a major part in the Main Street reconstruction project. The City's downtown is identified as the Main Street & State Street corridors. The stated goals of this plan are to: Guide development or redevelopment for the City's downtown area; remove blight and revitalize the downtown businesses; and Promote community spirit by maintaining historic feel and providing a community gathering place.
Parks Master Plan	Original plan adopted in 1998. Significantly updated in 2009. Update completed in 2015.	The main priorities is the 5, 10, and 20-year plans include: Focus short-term development of new parks in the northeast area of the City, primarily through a "mini" park system; Update, remodel, and refurbish current parks in the central area; and acquire land for community-wide parks in the west and north areas.
Pavement & Sidewalks Management Plan	Public Works Administration & Streets Division maintain & perpetually update a pavement management database.	The policy of the plan is to: <ul style="list-style-type: none"> <li>• Maintain at least 65 percent of roads &amp; sidewalks in good or better condition; and</li> <li>• Have no more than 10 percent of roads and sidewalks in substandard condition.</li> </ul>

**CITY PLANS - FY2017 (CONT.)**

PLAN	ORIGIN OF PLAN	ELEMENTS OF PLAN
Information Technology Capital Plan	Generated by the IT Division.	The plan includes the next four fiscal years of planned replacements. The IT Division calculates a charge to City departments sufficient to replace the main network, core software systems, computer systems, and the telephone system. Data used in the calculation include: an inventory of all equipment; the estimated useful life & projected replacement date; and the replacement cost.
City Facilities Capital Plan	Generated by the Buildings & Grounds Division. Funding is included by departmental budgets under Building & Grounds O&M.	The plan calculates: <ul style="list-style-type: none"> <li>• An inventory of all major systems in City buildings;</li> <li>• The estimated useful life or maintenance schedule; and</li> <li>• The related costs.</li> </ul>
Fleet Replacement Plan	The Public Works Administration & Fleet Division maintain & perpetually update a fleet & equipment database.	The plan calculates a charge to City departments sufficient to replace the vehicles & motorized & mobile equipment. Data uses in the calculation include: <ul style="list-style-type: none"> <li>An analysis of all equipment;</li> <li>The estimated useful life &amp; projected replacement date;</li> <li>A maintenance schedule &amp; costs; and</li> <li>The replace cost.</li> </ul>
Master Plans & Impact Fee Analysis for Culinary Water, Pressurized Irrigation, Drainage, Electric, Sewer, Parks, & Transportation.	Significant updates to master plans & impact fee analyses to be completed in FY 2017.	Capital projects associated with these types of projects were identified in the City's Impact Fee Study completed in January 2008 & the 5-year Capital Improvement Plan (updated annually as noted above). Monies were set aside in FY 2012 for the creation and significant update of these master plans. These master plans will: <ul style="list-style-type: none"> <li>• Recommend &amp; prioritize short-, medium-, and long-term projects;</li> <li>• Project &amp; analyze growth &amp; build-out data; and</li> <li>• Provide impact fee rate recommendations for funding.</li> </ul>

## 5-YEAR CAPITAL IMPROVEMENT PLAN TIME LINE

1. In the fall and spring of each year, the progress on all authorized capital projects is monitored on a project-by-project basis. Project financial records are reviewed with the department heads tasked with overseeing the given project. Projects approved by the City Council, but not previously included in the Capital Improvement Plan, are reviewed at the same time.
2. In the winter of each year, department heads review previously-submitted projects to determine if the need, time frame, or project scope have changed. If changes are needed, the Finance Department is notified and the Requested Capital Improvement and Capital Projects Summary are updated. The department heads also submit new capital projects for consideration in both the next fiscal year and future years.
3. Also in the winter of each year, the City's capital needs are identified before preparation begins on the operating budget. First year operating expenses are formulated and refined through discussions with the department most closely impacted by the project. Future years' operating costs are established after the projects in operation and the estimated expenses can be refined.
4. In May of each year, the requested Capital Improvement and Capital Projects list is reviewed, and the most critical projects are recommended to the City Council as part of the City's recommended budget. This is done at the same time the recommended operating budget is presented. Alternate mechanisms for financing the projects are also discussed at this time.
5. In the budget document, the Non-Routine Capital Budget Summary lists all FY 2015 projects that have been approved.



## NON-ROUTINE CAPITAL BUDGET SUMMARY

PROJECT TITLE	DEPT/ DIVISION	FUNDING SOURCE	PRIOR FUNDING	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Public Works Site Build-out	Public Works	Capital Projects Fund	-	700,000	405,000	-	-	-	1,105,000
Library/Literacy Area Remodel	Parks - Buildings	Capital Projects Fund	23,000	23,000	-	-	-	-	46,000
Remodel Bank Building	Parks - Buildings	Capital Projects Fund	200,000	38,573	-	-	-	-	238,573
Traffic Signals @ Thanksgiving Point	Streets	Capital Projects Fund	-	600,000	-	-	-	-	600,000
Seal Coat/Fog Seal	Streets	Capital Projects Fund	-	47,500	-	-	-	-	47,500
Sidewalks	Streets	Capital Projects Fund	388,460	300,000	-	-	-	-	688,460
Downtown Curb Project	Streets	Capital Projects Fund	-	50,000	50,000	-	-	-	100,000
Fire Station 83 Design/Build	Fire	Fire Impact Fees	130,000	5,000,000	-	-	-	-	5,130,000
Peck Park Property	Parks	Park Impact Fees	-	4,230,000	-	-	-	-	4,230,000
Rhodes-Mellor Park	Parks	Park Impact Fees	1,828,882	27,200,000	-	-	-	-	29,028,882
Monument Park	Parks	Park Impact Fees	-	1,000,000	-	-	-	-	1,000,000
Spring Creek Path	Parks	Park Impact Fees	-	100,000	-	-	-	-	100,000
Shadow Ridge Park	Parks	Park Impact Fees	30,000	1,840,000	-	-	-	-	1,830,000
City Hall Building	Parks	Park Impact Fees	-	-	-	4,000,000	-	-	4,000,000
Peck Park Phase I	Parks	Park Impact Fees	-	-	-	-	1,750,000	-	1,750,000
Mitchell Well	Culinary Water	Culinary Impact Fees	2,822,648	100,000	-	-	-	-	2,922,648
CWP Conn. near Redwood Road	Culinary Water	Culinary Impact Fees	700,000	50,000	-	240,000	-	-	990,000
Traverse Source, Booster, Tank & Lines	Culinary Water	Culinary Impact Fees	100,000	100,000	1,800,000	1,500,000	-	-	3,500,000

CAPITAL PROJECTS SUMMARY

PROJECT TITLE	DEPT/ DIVISION	FUNDING SOURCE	PRIOR FUNDING	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
West Side Culinary Facilities	Culinary Water	Culinary Impact Fees	600,000	1,400,000	-	-	-	-	2,000,000
Micron Tank & Lines	Culinary Water	Culinary Impact Fees	-	-	-	-	1,400,000	-	1,400,000
Pilgrims Well Conversion	Culinary Water	Culinary Impact Fees	250,000	-	-	-	-	250,000	500,000
West Side Sewer Facilities	Sewer	Sewer Impact Fees	200,000	190,000	-	-	-	-	390,000
1700 West Sewer	Sewer	Sewer Impact Fees	-	-	-	-	-	200,000	200,000
300 East Drain (500 S to 100 S)	Storm Drain	Storm Drain Impact Fees	250,000	30,000	250,000	-	-	-	530,000
West Side Drains	Storm Drain	Storm Drain Impact Fees	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Traverse Mountain Drains	Storm Drain	Storm Drain Impact Fees	-	400,000	300,000	300,000	250,000	250,000	1,500,000
Jordan Narrows Second Basin	Storm Drain	Storm Drain Impact Fees	-	50,000	300,000	-	-	-	350,000
Cedar Hollow Detention Basin	Storm Drain	Storm Drain Impact Fees	-	-	320,000	-	-	-	320,000
400 West Detention Basin	Storm Drain	Storm Drain Impact Fees	-	-	-	330,000	-	-	330,000
Utah Highland Basin	Storm Drain	Storm Drain Impact Fees	-	-	-	-	280,000	-	280,000
1400 N. 1500 E.	Storm Drain	Storm Drain Impact Fees	-	-	-	-	200,000	200,000	400,000
Lambert Detention Basin	Storm Drain	Storm Drain Impact Fees	-	-	-	-	-	300,000	300,000
Sandpit Reservoir Rehabilitation	Pressurized Irrigation	P.I. Operating Fund	115,000	200,000	-	-	-	-	315,000
Traverse Booster & Storage	Pressurized Irrigation	P.I. Impact Fees	350,000	350,000	1,700,000	-	-	-	2,400,000

PROJECT TITLE	DEPT/ DIVISION	FUNDING SOURCE	PRIOR FUNDING	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Low Hills Expansion & Piping	Pressurized Irrigation	P.I. Impact Fees	350,000	350,000	-	-	-	600,000	1,300,000
Railroad Well & Piping	Pressurized Irrigation	P.I. Impact Fees	300,000	250,000	-	-	-	-	550,000
West Side P.I. Facilities	Pressurized Irrigation	P.I. Impact Fees	600,000	1,300,000	-	1,500,000	-	700,000	4,100,000
Jordan River Pump Station & Piping	Pressurized Irrigation	P.I. Impact Fees	280,000	280,000	-	-	-	-	560,000
Jordan River Well	Pressurized Irrigation	P.I. Impact Fees	230,000	230,000	-	-	-	-	460,000
Dry Creek Reservoir & Piping	Pressurized Irrigation	P.I. Impact Fees	1,000,000	100,000	7,000,000	-	-	-	8,100,000
Cedar Hollow Well	Pressurized Irrigation	P.I. Impact Fees	-	-	250,000	-	-	-	250,000
Center Street Piping	Pressurized Irrigation	P.I. Impact Fees	-	-	410,000	-	-	-	410,000
Street Widening	Streets	Road Impact Fees	1,093,432	300,000	-	-	-	-	1,393,432
Signals	Streets	Road Impact Fees	200,000	300,000	250,000	250,000	250,000	270,000	1,520,000
Center 1700 North to 2600 North	Streets	Road Impact Fees	170,000	500,000	-	-	-	-	670,000
600 East north of Dry Creek	Streets	Road Impact Fees	50,000	550,000	-	-	-	-	600,000
Jordan Willows Connector Road	Streets	Road Impact Fees	210,000	270,000	-	-	-	210,000	690,000
Center Street & SR 92	Streets	Road Impact Fees	2,200,000	2,200,000	-	-	-	-	4,400,000
Triumph Boulevard	Streets	Road impact Fees	-	120,000	-	-	500,000	-	620,000
Traverse Mountain Bridge & Road	Streets	Road Impact Fees	400,000	400,000	-	-	-	-	800,000
Accel/Deccel on SR 92	Streets	Road Impact Fees	-	120,000	-	-	120,000	-	240,000
SE Industrial	Streets	Road Impact Fees	-	100,000	1,000,000	-	-	-	1,100,000

CAPITAL PROJECTS SUMMARY

PROJECT TITLE	DEPT/ DIVISION	FUNDING SOURCE	PRIOR FUNDING	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
1200 West Widening	Streets	Road Impact Fees	-	-	500,000	-	-	-	500,000
700 South Projects	Streets	Road Impact Fees	200,000	-	200,000	-	350,000	-	750,000
1200 East Project	Streets	Road Impact Fees	700,000	-	800,000	-	600,000	-	2,100,000
Flight Park Road	Streets	Road Impact Fees	-	-	600,000	-	1,200,000	-	1,800,000
Club House Drive	Streets	Road Impact Fees	-	-	-	1,200,000	-	-	1,200,000
400 East Sidewalk, Curb, & Gutter	Streets	Road Impact Fees	-	-	-	-	800,000	-	800,000
Frontage Road at Traverse	Streets	Road Impact Fees	-	-	-	-	-	1,500,000	1,500,000
2300 West	Streets	Road Impact Fees	-	-	-	-	-	600,000	600,000
Ashton Blvd	Streets	Class C Roads	-	400,000	-	-	-	-	400,000
Traffic Signal @ 3200 N & 1200 E	Streets	Class C Roads	-	510,000	-	-	-	-	510,000
200 South Project	Streets	Class C Roads	-	-	200,000	-	200,000	-	400,000
Thanksgiving Point Patch & Slurry	Streets	Class C Roads	-	-	80,000	-	-	-	80,000
Pointe Meadows Patch & Overlay	Streets	Class C Roads	50,000	-	-	50,000	-	100,000	200,000
850 East Spring Creek Reconstruct	Streets	Class C Roads	-	-	-	80,000	-	155,000	235,000
Center Street Pioneer to 1900 South	Streets	Class C Roads	-	-	-	150,000	-	-	150,000
Internal Generation	Power	Electric Impact Fees	-	10,000,000	-	-	-	-	10,000,000
West Side Substation	Power	Electric Impact Fees	-	2,690,000	-	-	-	-	2,690,000
Spring Creek Substation	Power	Electric Impact Fees	-	2,490,000	-	-	-	-	2,490,000
1300 E. Tie	Power	Electric Impact Fees	-	400,000	-	-	-	-	400,000

PROJECT TITLE	DEPT/ DIVISION	FUNDING SOURCE	PRIOR FUNDING	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Ashton 6-21 & 6-22 Line Extension	Power	Electric Impact Fees	-	400,000	-	-	-	-	400,000
Carter Substation Bus Upgrade	Power	Electric Impact Fees	-	-	-	900,000	-	-	900,000
Substation Land Purchase - 2016	Power	Electric Impact Fees	-	-	-	-	522,720	-	522,720
Carter Transformer Upgrade 1	Power	Electric Impact Fees	-	-	-	-	1,250,000	-	1,250,000
<b>TOTAL CAPITAL SPENDING</b>			<b>16,221,422</b>	<b>68,459,073</b>	<b>16,615,000</b>	<b>10,700,000</b>	<b>8,100,000</b>	<b>5,265,000</b>	<b>125,360,495</b>

### SUMMARY OF CAPITAL SPENDING IMPACT BY FUND

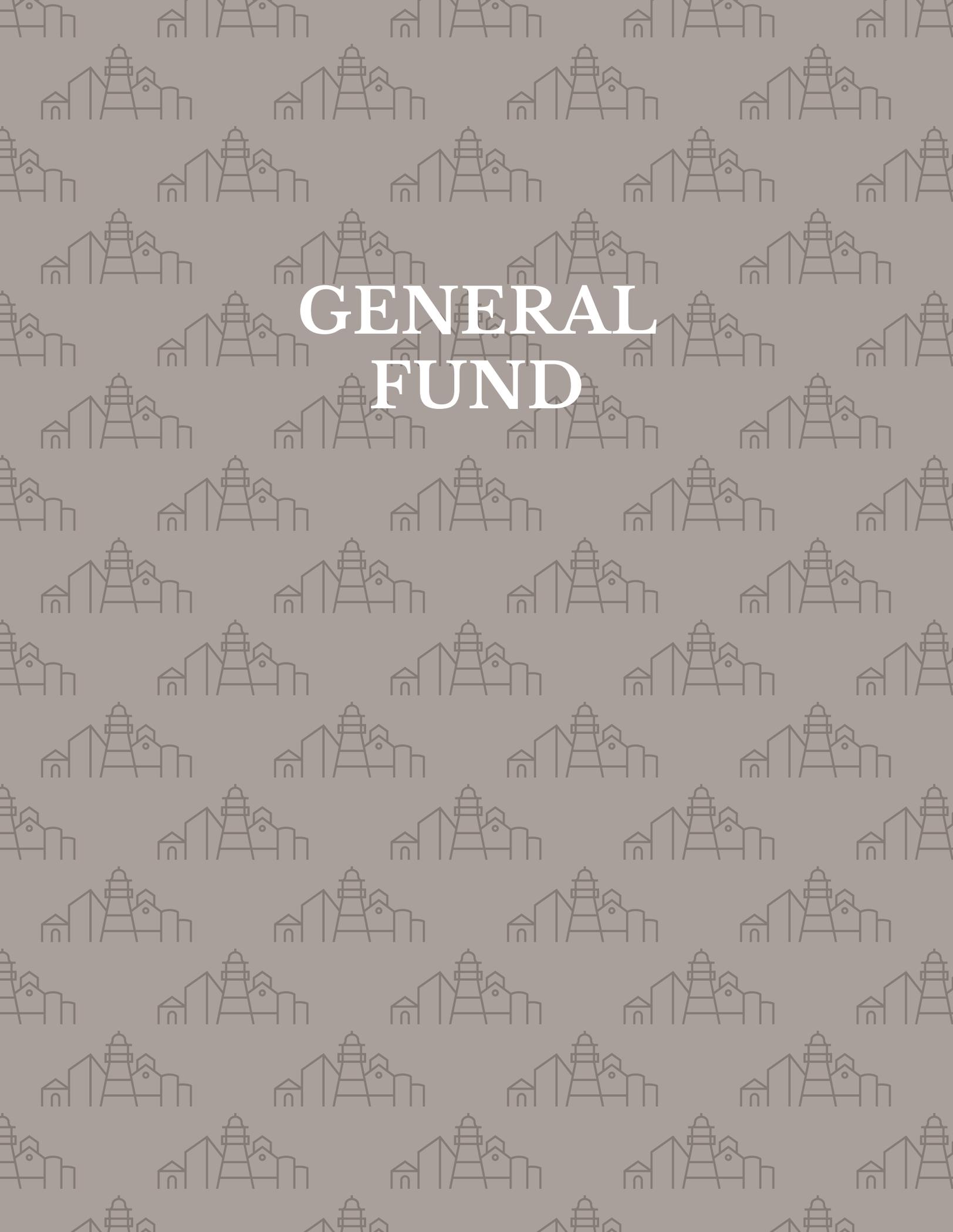
FUND	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL
Capital Projects	\$ 1,759,073	\$ 455,000	\$ -	\$ -	\$ -	\$ 933,130
Fire Impact Fee	5,000,000	-	-	-	-	5,000,000
Parks Impact Fee	34,370,000	-	4,000,000	1,750,000	-	40,120,000
Police Impact Fee	-	-	-	-	-	-
Culinary Impact Fee	1,650,000	1,800,000	1,740,000	1,400,000	250,000	6,840,000
Sewer Impact Fee	190,000	-	-	-	200,000	390,000
Storm Drain Impact Fee	680,000	1,370,000	830,000	930,000	950,000	4,760,000
Pressurized Irrigation	200,000	-	-	-	-	200,000
P.I. Impact Fee	2,860,000	9,360,000	1,500,000	-	1,300,000	15,020,000
Roads Impact Fee	4,860,000	3,350,000	1,450,000	3,820,000	2,310,000	15,790,000
Class C Roads	910,000	280,000	280,000	200,000	255,000	1,925,000
Electric Impact Fee	15,980,000	-	900,000	-	-	16,880,000
<b>TOTAL</b>	<b>\$68,259,073</b>	<b>\$16,615,000</b>	<b>\$ 10,700,000</b>	<b>\$ 8,100,000</b>	<b>\$ 5,265,000</b>	<b>\$125,360,495</b>

## IMPACT ON THE OPERATING BUDGET

The following is a summary of the impact of the FY 2016 Capital Budget on the operating budget for FY 2016 and future years. The only included projects are those with a significant impact; which would include any project that will result in the need for additional staff or will result in any ongoing increase or decrease in the operating budget greater than \$10,000 per year.

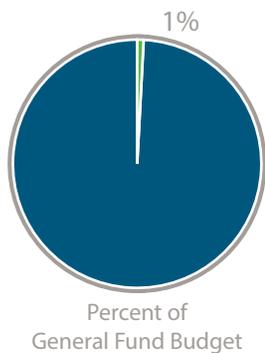
PROJECT(S)	BUDGET(S) IMPACTED	EXPECTED IMPACT
Traverse Mountain Bridge & Road	Streets Division	The project will result in an expected annual increase of approximately \$25,000 in operating & maintenance costs to the Streets Division due to Utah Department of Transportation bridge maintenance & safety requirements. The project is expected to begin construction FY 2017 & be completed in FY 2018.
Fire Station 83	Fire Department	This project will result in additional staff and maintenance costs in order to man a third fire station. The station requires 1 battalion chief, 3 captains, 3 fire engineers, 6 paramedics and 3 fire fighters and will become operational in January of FY 2018. The first year, operation costs will be approximately \$724,000. Following years will have an annual operation and maintenance cost of approximately \$1.45 million.
Rhodes-Mellor Park	Parks Division	This project will result in an approximately \$30,000 annual increase in operating & maintenance costs, including costs for mowing, trimming, fertilization, irrigation, and labor. Construction is expected to begin in FY 2017 and be completed by FY 2018.
Shadow Ridge Park (Traverse Mountain)	Parks Division	The project will result in increased operating & maintenance costs to the Parks Division, including increased costs for mowing, trimming, fertilization, & irrigation, of approximately \$9,000 annually. The project is also expected to create the need for a new FTE, with an approximate annual cost of \$65,000. The project is expected to begin construction in FY 2017 & be completed in FY 2019.
Monument Park	Parks Division	This project will result in an approximately \$20,000 annual increase in operating & maintenance costs, including costs for mowing, trimming, fertilization, irrigation, and labor. Construction is expected to be completed in FY 2017.
Micron Tank & Lines	Water Division - Culinary Section	The project will result in increased operating & maintenance costs to the Water Division, including cleaning costs, supply costs, & repair costs, of approximately \$25,000 annually. The project is expected to begin construction & be completed in FY 2017.
Traverse Tank & Lines	Water Division - Culinary Section	The project will result in an expected annual increase of approximately \$35,000 in operating & maintenance costs to the Water Division due to increased cleaning, supply, & repair costs. The project is expected to begin construction & be completed in FY 2018.

PROJECT(S)	BUDGET(S) IMPACTED	EXPECTED IMPACT
West Side Culinary Facilities	Water Division - Culinary Section	The project will result in an expected annual increase of approximately \$40,000 in operating & maintenance costs to the Water Division due to increased cleaning, supply, & repair costs. The project will also create the need for one new FTE at an expected annual cost of \$65,000. The project is expected to begin construction in FY 2019 & be completed in FY 2020.
Micron Reservoir	Water Division - P.I. Section	The project will result in an expected annual increase of approximately \$75,000 in operating & maintenance costs to the Water Division due to increased cleaning, supply, & repair costs. The project is expected to begin construction in FY 2020 & be completed in FY 2021.
West Side P.I. Facilities	Water Division - P.I. Section	The project will result in an expected annual increase of approximately \$75,000 in operating & maintenance costs to the Water Division due to increased cleaning, supply, & repair costs. The project is expected to begin construction in FY 2019 & be completed in FY 2020.
Jordan River Reservoir & Pump Station	Water Division - P.I. Section	The project will result in an expected annual increase of approximately \$75,000 in operating & maintenance costs to the Water Division due to increased cleaning, supply, & repair costs. The project is expected to begin construction & be completed in FY 2017.
Dry Creek Reservoir	Water Division - P.I. Section	The project will result in an expected annual increase of approximately \$100,000 in operating & maintenance costs to the Water Division due to increased cleaning, supply, & repair costs. The project will also create the need for one new FTE at an expected annual cost of \$65,000. The project is expected to begin construction in FY 2019 & be completed in FY 2020.
West Side Sewer Facilities	Water Division - Waste Water Section	The project will result in an expected annual increase of approximately \$40,000 in operating & maintenance costs to the Water Division due to increased cleaning, supply, & repair costs. The project is expected to begin construction in FY 2019 & be completed in FY 2020.



# GENERAL FUND

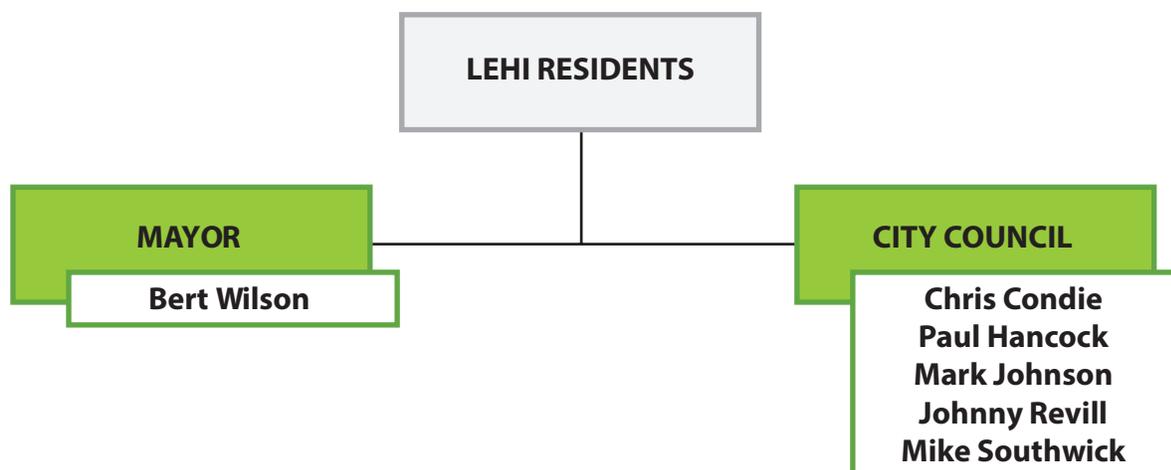
# MAYOR & CITY COUNCIL



THE MISSION OF THE MAYOR AND CITY COUNCIL IS TO ENHANCE THE HEALTH, SAFETY, AND WELFARE OF EACH PERSON WITHIN THE COMMUNITY (BOTH RESIDENT AND VISITOR). THIS IS ACCOMPLISHED BY DEVELOPING, REVIEWING, AND IMPLEMENTING ORDINANCES, RESOLUTIONS, AND POLICIES.

## DEPARTMENT DESCRIPTION

The Mayor and City Council are elected to office by the citizens of Lehi and serve four-year terms. The Mayor acts as the Chief Executive Officer of the City and is responsible for upholding and executing the laws and ordinances adopted by the City Council. The City Council is responsible for creating and modifying ordinances for the betterment of the community.



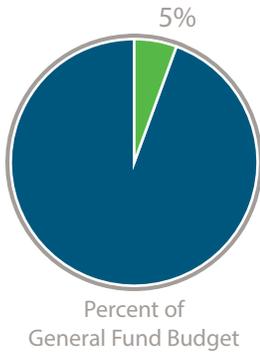
POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Elected:</b>					
Mayor	1.00	1.00	1.00	1.00	1.00
City Council	5.00	5.00	5.00	5.00	5.00
<b>TOTAL FTE</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

## BUDGET INFORMATION

DEPARTMENT 47	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 93,300	\$ 94,500	\$ 94,500	\$ 94,500
13 Employee Benefits	72,544	88,944	100,375	104,728
21 Books, Subscriptions, & Memberships	-	27,508	25,000	35,000
23 Travel & Training	4,936	3,112	6,000	6,000
24 Office Supplies	46	78	3,000	3,000
25 Reimbursements	-	-	5,000	5,000
26 IT Fund Charges	2,000	5,000	2,000	2,000
29 Risk Management Fund Charges	5,000	2,000	5,000	5,000
31 Professional & Technical	11,687	14,062	25,000	25,000
45 Miscellaneous	12,882	7,544	10,000	17,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 202,396</b>	<b>\$ 242,748</b>	<b>\$ 275,875</b>	<b>\$ 297,228</b>



# OFFICE OF THE CITY ADMINISTRATOR



THE MISSION OF THE OFFICE OF THE CITY ADMINISTRATOR IS TO PROVIDE GENERAL OVERSIGHT AND DIRECTION FOR ALL CITY SERVICES AND OPERATIONS AND PROVIDE MANAGEMENT ASSISTANCE TO THE MAYOR AND CITY COUNCIL.



Create a more efficient organization through the use of data-driven decisions.

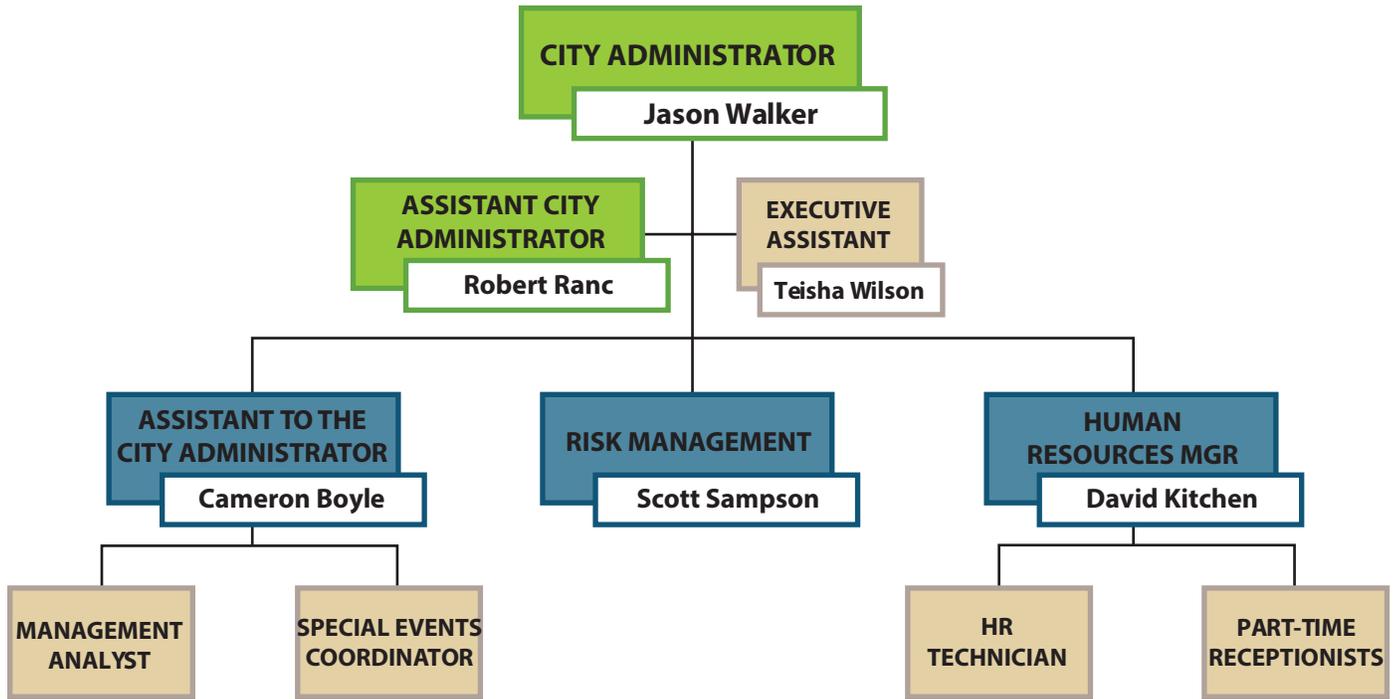
## DEPARTMENT DESCRIPTION

The Office of the City Administrator is responsible for the management of community and employee relations throughout the organization. The department is organized into three divisions: Public Relations and Special Projects, Human Resources, and Risk Management.

The Public Relations & Special Projects Division is responsible for public relations, community relations, management analysis, and special events.

The Human Resources Division is responsible for maintaining employee records, coordinating employee benefit and education programs, communicating personnel policies and procedures, and ensuring quality recruitment.

Risk Management is designed to (1) assist City departments in the implementation of effective safety and other loss-prevention programs to protect the employees and assets of the City from injury, damage, or loss; (2) minimize loss or injury when incidents do occur; and (3) appropriately finance or insure the cost of claims, injuries, and losses. Risk Management is funded through an internal service fund.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Appointed:</b>					
City Administrator	1.00	1.00	1.00	1.00	1.00
<b>Full-time:</b>					
Assistant City Administrator	1.00	1.00	1.00	1.00	1.00
Assistant to the City Administrator	1.00	1.00	1.00	1.00	1.00
Management Analyst	-	1.50	1.50	1.00	1.00
Events Coordinator	1.00	0.50	0.50	1.00	1.00
Intern	0.59	*0.59	-	-	0.50
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Human Resource Manager	1.00	1.00	1.00	1.00	1.00
Human Resource Technician	-	-	-	1.00	1.00
Part-time Receptionist (2)	*1.00	1.00	1.00	1.00	1.00
Risk Manager	1.00	1.00	1.00	1.00	1.00
Emergency Management Coordinator	*1.00	*1.00	-	-	0.50
<b>Part-time Non-benefited:</b>					
Lehi Area Chamber President	0.50	0.50	0.50	0.50	0.50
Secretary	*0.85	*0.85	-	-	-
<b>TOTAL FTE</b>	<b>10.94</b>	<b>11.94</b>	<b>9.50</b>	<b>10.50</b>	<b>11.50</b>

\*Approved but unfunded position.

\*\*Funded, but unfilled position.

**BUDGET INFORMATION**

DEPARTMENT 44	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 565,962	\$ 519,442	\$ 501,834	\$ 496,531
11 Overtime	24	-	-	-
13 Employee Benefits	226,357	210,077	241,243	251,501
21 Books, Subscriptions, & Memberships	5,802	4,172	6,000	6,000
22 Public Notices	619	74	1,000	1,000
23 Travel & Training	18,277	17,218	22,000	27,000
24 Office Supplies	10,433	9,998	16,500	15,500
25 Fleet Fund Charges	2,000	2,000	2,000	2,000
26 IT Fund Charges	8,000	8,000	8,000	8,000
27 Utilities	2,279	2,171	12,000	12,000
29 Risk Management Fund Charges	2,000	2,000	2,000	2,000
30 Electricity - Lehi City Power	-	-	10,000	10,000
31 Professional & Technical	13,473	28,349	30,500	49,000
45 Miscellaneous	10,165	7,194	6,900	6,900
62 Bond Fees	-	-	600	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 865,391</b>	<b>\$ 810,695</b>	<b>\$ 860,577</b>	<b>\$ 887,432</b>

**PUBLIC RELATIONS & SPECIAL PROJECTS****PERFORMANCE MEASURES**

**DEPARTMENT/DIVISION OBJECTIVE:** Strive to make city information readily available so residents are informed regarding city news, announcements, special events, etc.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Number of Facebook Page "Likes"	✓	2,600	4,376	5,000	6,740	8,000
Number of Twitter Followers	✓	1,555	2,117	2,500	2,633	3,000
Number of Instagram Followers		-	-	-	992	1,500
Email List Subscribers	✓	-	1,664	2,000	2,161	2,500
Email Open Rate		-	-	-	-	50%

## BUDGET INFORMATION - COMMUNITY EVENTS

DEPARTMENT 67	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
34 Cultural Arts Council	\$ 65,596	\$ 68,073	\$ 68,000	\$ 76,000
36 Boys State Contribution	750	750	800	800
37 Miss Lehi Pageant	25,168	34,750	22,000	22,000
38 Lehi Float	15,000	16,028	16,000	16,000
39 Lehi Parade & Events Committee	78,985	63,435	102,500	105,000
40 Youth Council	3,879	3,925	5,000	5,000
41 Family Week	2,557	3,068	5,000	5,000
42 Round-up Rodeo	-	24	-	-
44 Foam Day	4,613	7,483	18,000	18,000
45 Lehi Silver Band	2,579	2,500	2,500	2,500
47 Community Beautification	516	9,650	34,500	11,000
51 Brochures Published	-	-	3,000	3,000
54 Santa Parade	383	518	1,500	1,500
59 Special Projects	39,634	41,731	40,000	40,000
80 Archives Donation	-	-	-	25,000
81 Fireworks Show	25,000	25,000	25,000	25,000
82 Parks & Trails Committee	-	-	1,700	1,700
83 Christmas in Lehi	480	200	1,000	1,000
84 Easter Egg Hunt	921	2,182	3,000	4,000
85 My Lehi Program	-	5,007	5,000	5,000
86 Miscellaneous Special Events	3,034	923	7,000	7,000
87 Just for Kids	20,000	20,000	20,000	20,000
88 Volunteer Celebration	-	-	4,000	4,000
89 Veteran's Day Celebration	-	-	5,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 289,096</b>	<b>\$ 311,247</b>	<b>\$ 390,500</b>	<b>\$ 401,000</b>



<b>FEES</b>				
<b>DEPARTMENT 67</b>	<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
Stage Rental - 1st Day	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Each additional day	-	750	750	750
Hourly transportation fee	-	-	190	190
S. Legacy Center Overflow Parking Reservation				
Resident	-	-	100	100
Non-Resident	-	-	125	125
Special Event Permit Base	20	20	20	20
+ Police Service/officer (2 min)/hour	50	50	50	50
+Fire & EMS/person/hour	50	50	50	50
+Ambulance or brush truck/event	100	100	100	100
+Engine or tower/event	200	200	200	200
+Streets Service/hour	25	25	25	25
+Parks Service/hour	25	25	25	25

## RISK MANAGEMENT

<b>PERFORMANCE MEASURES</b>						
<b>DEPARTMENT/DIVISION OBJECTIVE:</b> Reduce as much as possible the risk to city personnel, equipment, buildings, & other assets.						
<b>PERFORMANCE MEASURE</b>	<b>QUICK VIEW</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 (TARGET)</b>	<b>FY 2016 (ACTUAL)</b>	<b>FY 2017 (TARGET)</b>
Days missed due to accident or injury.	✓	20	0	<10	7	<10
Days reassigned to light duty work due to accident or injury.	✓	32	0	<30	14	<30
Number of risk management trainings conducted.	✗	25	18	20	18	20

See pages 184 for detailed budget information regarding the Risk Management Fund.

# HUMAN RESOURCES

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Assist the city administrator in keeping the cost of employment at a reasonable level.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Benefits Expense per FTE	✓	\$21,091	\$21,812	\$25,000	\$21,852	\$22,553
Healthcare Expense per FTE	✓	\$8,842	\$9,034	\$10,000	\$8,416	\$10,351
Average Merit Increase per FTE	✓	3.1%	2.9%	2.5%	2.8%	2.5%

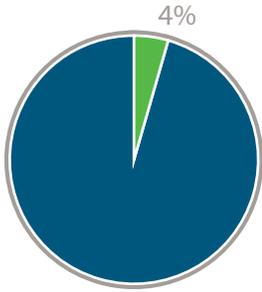
**DEPARTMENT/DIVISION OBJECTIVE:** Keep the employee turnover rate low and employee satisfaction high.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Full-time Employee Turnover Rate	✓	7%	6%	8%	6.5%	8%
Part-Time Employee Turnover Rate	✓	61%	59%	60%	53.7%	60%

## BUDGET INFORMATION

DEPARTMENT 41	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ -	\$ 95,068	\$ 149,559	\$ 139,695
13 Employee Benefits	-	35,272	64,477	71,473
21 Books, Subscriptions, & Memberships	-	915	1,500	1,500
23 Travel & Training	-	868	900	2,000
24 Office Supplies	-	1,151	2,750	2,750
26 IT Fund Charges	-	-	14,000	14,000
27 Utilities	-	-	750	750
28 Equipment Maintenance	-	-	800	800
29 Risk Management Fund Charges	-	-	1,000	1,000
31 Professional & Technical	-	11,009	67,500	10,000
45 Miscellaneous	-	114	500	1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 144,398</b>	<b>\$ 303,737</b>	<b>\$ 244,968</b>

# COMMUNITY DEVELOPMENT



Percent of  
General Fund Budget

THE COMMUNITY DEVELOPMENT DEPARTMENT GUIDES AND DIRECTS THE DEVELOPMENT OF LAND TO ACHIEVE A BALANCE BETWEEN THE DESIRES OF THE INDIVIDUAL PROPERTY OWNER, THE WELFARE OF THE RESIDENTS OF LEHI, AND THE NEEDS OF THE COMMUNITY.



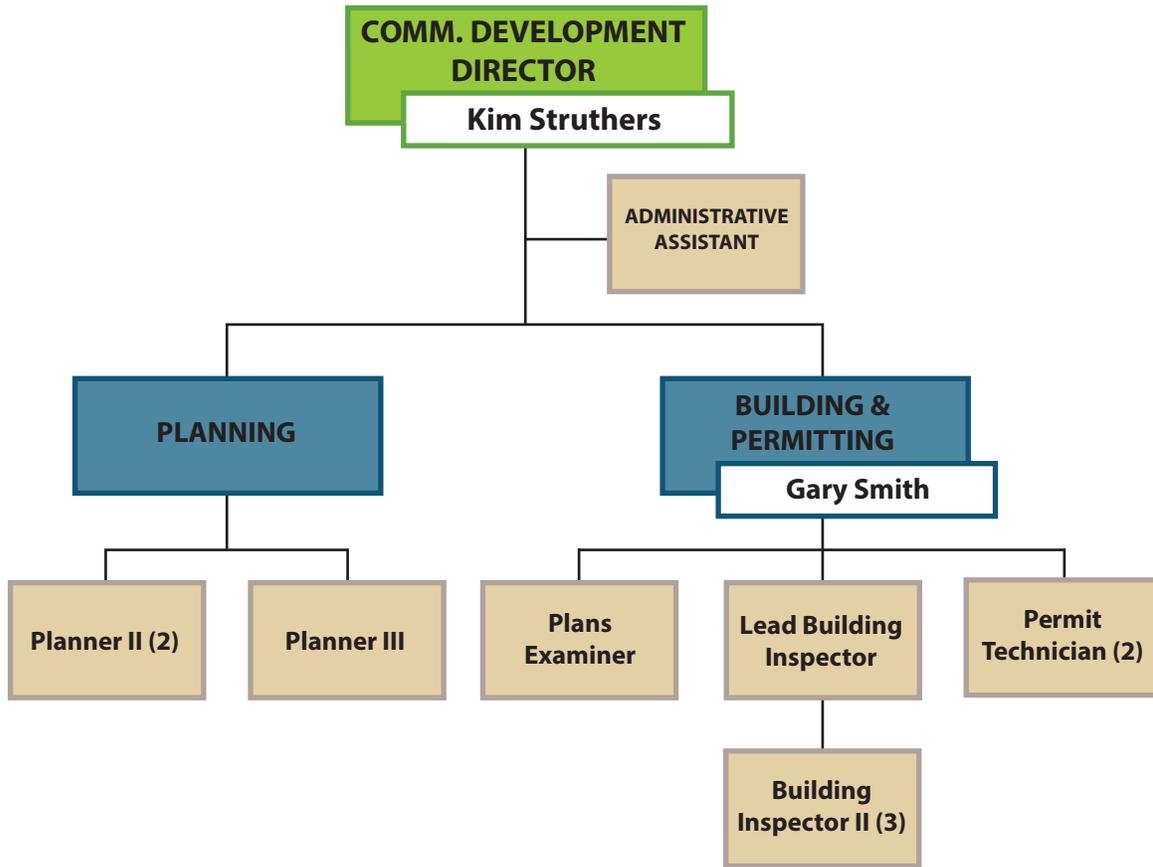
Create a more family-centric community by updating the moderate income housing element of the General Plan.

## DEPARTMENT DESCRIPTION

The Community Development Department consists of two separate divisions: Planning and Building & Permitting.

The Planning Division works closely with the Planning Commission and City Council to ensure that the City's general plan, development code, and design standards are adopted and followed in all developmental issues. The department is also responsible for coordinating the efforts of developers with the duties of the city engineer, public works director, and utility departments.

The Building and Permitting Division inspects newly-constructed buildings to ensure code compliance, inspects existing buildings to ensure safety requirements are met, and reviews plans for additions to new and existing buildings. The Building and Permitting Division was previously housed under the Development Services Department (now Economic Development).



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-Time:</b>					
Community Development Director	1.00	1.00	1.00	1.00	1.00
Planner III	1.00	1.00	1.00	1.00	1.00
Planner II	1.00	1.00	1.00	2.00	2.00
Planner I	1.00	2.00	2.00	1.00	-
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Planning Technician	1.00	-	-	-	-
Chief Building Official	-	-	-	1.00	1.00
Assistant Building Official	1.00	1.00	1.00	-	-
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Lead Building Inspector	1.00	1.00	1.00	1.00	1.00
Building Inspector II	4.00	4.00	4.00	3.00	3.00
Permit Technician	2.00	2.00	2.00	2.00	2.00
<b>TOTAL FTE</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>14.00</b>	<b>13.00</b>

# PLANNING

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Efficiently & effectively serve the development needs of the city.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Planning Commission & City Council reports prepared per FTE.	✓	57	56.5	60	73.5	75
Total single-family lots recorded per FTE.	✗	56	50	50	46.2	50
Total multi-family residential units recorded per FTE.	✗	39	20.2	25	6	25

**DEPARTMENT/DIVISION OBJECTIVE:** Implement the city's development plans.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Downtown Revitalization Implemented (%)	✓	85%	85%	90%	100%	-
General Plan Implemented	✓	20%	22%	25%	30%	35%

**DEPARTMENT/DIVISION OBJECTIVE:** Encourage ongoing training among planning staff.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Training Hours per FTE	✗	26	35	30	26.6	30



**BUDGET INFORMATION**

DEPARTMENT 56	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$348,438	\$ 394,190	\$ 436,389	\$ 388,363
11 Overtime	23	-	-	-
13 Employee Benefits	155,124	177,914	195,635	176,740
21 Books, Subscriptions, & Memberships	1,578	1,799	2,300	2,300
22 Public Notices	5,844	6,022	9,000	9,000
23 Travel & Training	9,546	8,658	8,000	8,000
24 Office Supplies	9,603	4,610	12,500	12,500
25 Fleet Fund Charges	4,000	4,000	4,000	4,000
26 Buildings & Grounds O & M	500	492	500	500
27 Utilities	6,701	8,056	3,000	3,000
28 Equipment Maintenance	1,685	2,584	2,000	2,000
31 Professional & Technical	2,305	2,638	4,300	32,320
32 IT Fund Charges	16,780	14,370	14,000	14,000
33 Risk Management Fund Charges	4,000	4,000	4,000	4,000
34 Recording Fees	3,581	2,405	3,500	3,500
35 Standards Update	-	-	1,000	1,000
46 Miscellaneous	2,113	1,411	2,500	2,500
54-000 Capital Outlay	-	-	14,360	5,000
54-100 Capital Lease Payment	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 571,812</b>	<b>\$ 633,149</b>	<b>\$ 716,984</b>	<b>\$ 668,723</b>

<b>FEES</b>				
<b>DEPARTMENT 56</b>	<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
Annexation base	\$ 200	\$ 200	\$ 200	\$ 200
+ / Acre <50 acres	20	20	20	20
+ / Acre >50 acres	5	5	5	5
Area plan base	3,000	3,000	3,000	3,000
+ / Acre	10	10	10	10
Area plan amendment				
Minor (affecting 3 pages or less)	400	400	400	400
Intermediate (affecting 4 pages or more)	1,000	1,000	1,000	1,000
Major (addition of new property) base	1,500	1,500	1,500	1,500
+ / Acre	10	10	10	10
Amendments to:				
General plan	400	400	400	400
Zone district maps	400	400	400	400
Development code	400	400	400	400
Concept PC base	500	500	500	500
+ / Acre	2	2	2	2
Concept (Charge applies as a credit to preliminary subdivision or site plan):				
Residential / lot or unit	20	20	20	20
Non-residential base	100	100	100	100
+ / Acre	10	10	10	10
Concept (Charge applies as a credit to preliminary subdivision or site plan):				
Single family residential / lot	20	20	20	20
Multi-family residential base	100	100	100	100
+ / Acre	5	5	5	5
Non-residential base	100	100	100	100
+ / Acre	10	10	10	10
Preliminary subdivision plat				
Res. single family detached lots base	250	250	250	250
+ / lot	60	60	60	60
Res. multi-family attached units base	250	250	250	250
+ / unit	50	50	50	50
Non-residential base	250	250	250	250
+ / lot or unit	75	75	75	75
Final subdivision plat				
Res. single family detached lots base	350	350	350	350
+ / lot	75	75	75	75
Res. multi-family attached units base	350	350	350	350
+ / unit	65	65	65	65

## FEES (CONT.)

DEPARTMENT 56	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Non-residential base	350	350	350	350
+ / lot or unit	100	100	100	100
Site plan				
Single family residential base	350	350	350	350
+ / lot or unit	75	75	75	75
Multi-family residential base	500	500	500	500
+ / lot or unit	10	10	10	10
Non-residential / acre	350	350	350	350
or / 1,000 bldg. sq. ft. (if greater)	50	50	50	50
Two-lot subdivision with an existing home	350	350	350	350
Permitted use (existing buildings only)	50	50	50	50
Conditional use	300	300	300	300
Modification of existing conditional use	150	150	150	150
Temporary uses	100	100	40	40
Home occupation				25
Major	75	75	75	-
Minor	25	25	25	-
Sign permits:				
Temporary special event	25	25	25	25
On premise project sign	100	100	100	100
Directional sign for project	100	100	100	100
Temporary weekend directional sign	10	10	10	10
Board of adjustment	200	200	200	200
Lot line adjustments (not requiring a plat)	200	200	200	200
Final plat revision, amend, vacation base	200	200	200	200
+ / lot or unit	50	50	100	100
Construction drawing rev. / revised page (1st pg)	100	100	100	100
+ / each subsequent page	-	-	20	20
Revision to approved dev. agreement	2,500	2,500	2,500	2,500
Replacement of development bonds / bond	350	350	350	350
Pub. improvement inspect. base (% of bond)	1.4%	1.4%	1.4%	1.4%
+ / linear ft. T.V. fee for sewer lines	0.42	0.42	0.42	0.42
+ / linear ft. T.V. fee for storm drain lines	0.42	0.42	0.42	0.42
First extension of development approval	250	250	250	250
If made after original expiration date	500	500	500	500
+ additional extension requests	500	500	500	500
Grading permit first 20 acres	100	100	100	100
+ / each additional 20 acres	100	100	100	100
GIS maps:				
24" x 36" color	10	10	10	10
17" x 24" color	5	5	5	5

**FEES (CONT.)**

DEPARTMENT 56	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
11" x 17" color	3	3	3	3
>24" x 36" / linear foot	2	2	2	2
Copies:				
11" x 17" color	0.25	0.25	0.25	0.25
11" x 17" black & white	0.10	0.10	0.10	0.10
8.5" x 11" color	0.25	0.25	0.25	0.25
8.5" x 11" black & white	0.10	0.10	0.10	0.10
Books:				
Design standards	10	10	10	10
Development code	10	10	10	10
Downtown revitalization plan	20	20	20	20
Business License				
New business established during the year	(Discontinue)	(Discontinue)	(Discontinue)	(Discontinue)
Home-occupied business	40	40	40	40
Base fee	80	80	80	80
Fireworks	40	40	40	40
Seasonal (Christmas tree lot, snow cone shack, etc.)	40	40	40	40
Beer license	150	150	150	150
+ Bond	(Discontinue)	(Discontinue)	(Discontinue)	(Discontinue)
Single event alcohol	50	50	50	50
Alcohol license	300	300	300	300
Setup for hard liquor	(Discontinue)	(Discontinue)	(Discontinue)	(Discontinue)
Late fee	25% of the renewal if not paid by Feb. 15th	25% of the renewal if not paid by Feb. 15th	25% of the renewal if not paid by Feb. 15th	25% of the renewal if not paid by Feb. 15th

# BUILDING & PERMITTING

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide timely building permits and inspections.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Total Building Permits Issued per FTE	✓	106	135	120	196	125
Total Building Inspections per FTE	✓	2,040	2,439	2,400	3,398	2,500
Inspections Completed within 24 Hours of Request (%)	✓	93%	95%	90%	90%	90%
Final & Four-way Inspections Completed within 24 hours (%)	✓	93%	100%	90%	90%	90%

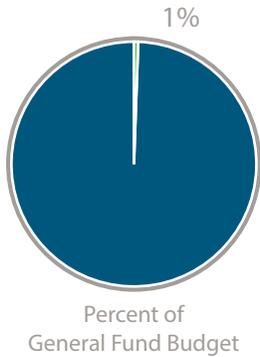
## BUDGET INFORMATION

DEPARTMENT 58	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$361,895	\$ 358,906	\$ 411,949	\$ 415,452
11 Overtime	22	3,439	1,000	21,800
13 Employee Benefits	176,750	220,371	209,305	236,748
14 Uniforms	525	814	2,400	2,400
21 Books, Subscriptions, & Memberships	3,522	302	6,500	8,500
23 Travel & Training	619	4,365	6,000	6,000
24 Office Supplies	7,850	5,896	9,000	9,000
25 Fleet Fund Charges	18,000	18,000	18,000	18,000
26 Buildings & Grounds O & M	1,008	1,224	1,000	1,000
27 Utilities	7,495	8,080	2,500	2,500
28 Equipment Maintenance	-	1,871	1,500	1,500
29 Risk Management Fund Charges	5,000	5,000	5,000	5,000
31 Professional & Technical	647	518	-	-
33 State 1% Building Permit Fees	13,212	-	-	-
34 IT Fund Charges	18,000	18,000	18,000	18,000
46 Miscellaneous	79	16,222	4,210	4,210
54-000 Capital Outlay	133	-	-	12,400
54-100 Capital Lease Payment	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 614,756</b>	<b>\$ 663,008</b>	<b>\$ 696,365</b>	<b>\$ 762,510</b>

## FEES

DEPARTMENT 58	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Building permits (established by ICBO Building Standards):				
Total valuation of \$100 - \$500	23.50	23.50	23.50	23.50
+ / \$100 increase (\$501 - \$2,000)	3.05	3.05	3.05	3.05
The first \$2,000 of the total valuation	69.25	69.25	69.25	69.25
+ / \$1,000 increase (\$2,001 - \$25,000)	14	14	14	14
The first \$25,000 of the total valuation	391.75	391.75	391.75	391.75
+ / \$1,000 increase (\$25,001 - \$50,000)	10.10	10.10	10.10	10.10
The first \$50,000 of the total valuation	643.75	643.75	643.75	643.75
+ / \$1,000 increase (\$50,001 - \$100,000)	7	7	7	7
The first \$100,000 of the total valuation	993.75	993.75	993.75	993.75
+ / \$1,000 increase (\$100,001 - \$500,000)	5.60	5.60	5.60	5.60
The first \$500,000 of the total valuation	3,233.75	3,233.75	3,233.75	3,233.75
+ / \$1,000 increase (\$500,001 - \$1,000,000)	4.75	4.75	4.75	4.75
The first \$1,000,000 of the total valuation	5,608.75	5,608.75	5,608.75	5,608.75
+ / \$1,000 increase (above \$1,000,001)	3.65	3.65	3.65	3.65
Plan review:				
Residential (as % of permit fee)	40%	40%	40%	40%
Non-residential (as % of permit fee)	65%	65%	65%	65%
+State charge (as % of permit fee)	1%	1%	1%	1%
Building inspections:				
Single family residential (/ sq. ft.)				
Main floor	91.36	91.36	91.36	101.39
Second floor	91.36	91.36	91.36	101.39
Unfinished basement	22.84	22.84	22.84	25.35
Semi-finished basement	22.84	22.84	22.84	25.35
Finished basement	45.68	45.68	45.68	50.70
Garage - masonry	45.47	45.47	45.47	45.47
Open carports	29.94	29.94	29.94	33.82
Re-inspection Fee	-	-	-	100
Temporary power setup	80	80	80	80

# ECONOMIC DEVELOPMENT



THE ECONOMIC DEVELOPMENT DEPARTMENT WILL FACILITATE THE DEVELOPMENT OF A DYNAMIC REGIONAL COMMERCIAL CENTER THAT WILL PROVIDE QUALITY EMPLOYMENT, OFFICE SPACE, RETAIL SHOPPING AND ENTERTAINMENT EXPERIENCES FOR RESIDENTS OF LEHI AND THE SURROUNDING MARKET AREA.



Improve the image and use of the downtown area by revising the current Downtown Revitalization Plan.

## DEPARTMENT DESCRIPTION

The Economic Development Department manages the various urban renewal, economic development, and community development areas (see page 187 for more information) and works in cooperation with other public and private sector groups to promote new capital investment and quality job creation in the City. The department focuses on attracting new businesses to the community to create a diversified tax base and help reduce the tax burden on the residential property owner.

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-Time:</b>					
Economic Development Director	1.00	1.00	1.00	1.00	1.00
<b>TOTAL FTE</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

## PERFORMANCE MEASURES

DEPARTMENT/DIVISION OBJECTIVE: Attract high-paying jobs to Lehi.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Number of jobs created by incentivized companies that meet or exceed 150% of average Utah County wage.	✓	1,332	1,280	1,200	1,200	1,300

DEPARTMENT/DIVISION OBJECTIVE: Focus on helping business succeed in Lehi.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Increase in city sales tax base (%).	✓	7%	14.6%	5%	7%	5%

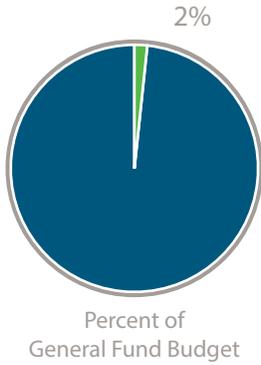
DEPARTMENT/DIVISION OBJECTIVE: Complete an update of the economic development strategic plan.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Economic Development Strategic Plan Completed (%)	✗	70%	70%	100%	70%	100%

## BUDGET INFORMATION

DEPARTMENT 59	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
Expenditures:				
10 Salaries & Wages	\$86,447	\$ 88,907	\$ 91,223	\$ 93,960
13 Employee Benefits	\$38,397	41,636	42,228	45,125
21 Books, Subscriptions, & Memberships	1,035	355	1,200	1,200
22 Public Notices	(488)	-	1,200	1,200
23 Travel & Training	3,484	4,329	4,375	4,375
24 Office Supplies	2,800	630	9,000	9,000
26 IT Fund Charges	2,000	2,000	2,000	2,000
28 Permits & Licenses	-	-	1,500	1,500
29 Risk Management Fund Charges	1,000	1,000	1,000	1,000
31 Professional & Technical	9,000	5,216	7,500	7,500
45 Miscellaneous	1,023	813	14,210	14,210
<b>TOTAL EXPENDITURES</b>	<b>\$ 144,700</b>	<b>\$ 144,886</b>	<b>\$ 175,436</b>	<b>\$ 181,070</b>

# ENGINEERING



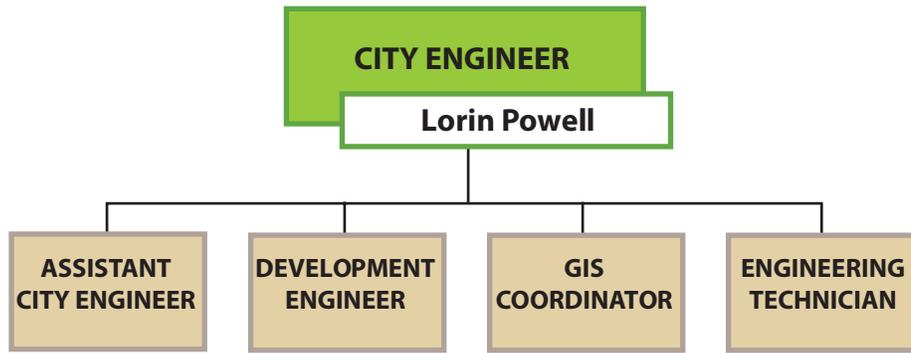
THE ENGINEERING DEPARTMENT WILL PROVIDE ENGINEERING AND GIS SUPPORT FOR CITY ADMINISTRATION, OPERATING DEPARTMENTS, AND CITIZENS IN ACCORDANCE WITH APPLICABLE REQUIREMENTS AND REGULATIONS.



Complete the Jordan River Reservoir for pressurized irrigation make it accessible for recreational use.

## DEPARTMENT DESCRIPTION

The Engineering Department coordinates all city engineering services including consulting, design, project management, survey, and inspection. The city engineer plays an integral part of all reviews done for new developments within the City. The geographical information system (GIS) coordinator provides map data for various levels of infrastructure and general city services.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-time:</b>					
City Engineer	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00
Development Engineer	-	-	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Engineering Technician	-	-	-	-	1.00
<b>TOTAL FTE</b>	<b>3.00</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>

### PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Participate in the design, development, and construction of infrastructure throughout the City.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FT 2016 (ACTUAL)	FY 2017 (TARGET)
Percent Completed of Major Projects						
Sandpit Reservoir		85%	100%	N/A	N/A	N/A
1700 West Sewer Extension		30%	100%	N/A	N/A	N/A
Camp Williams Sewer	✓	-	82%	100%	100%	100%
Jordan River Reservoir (PI)	✗	-	91%	100%	75%	100%
Make the reservoir accessible.		-	-	-	-	100%
Work with Fish and Game to make the reservoir a fishery.		-	-	-	-	100%
Triumph Blvd (Frontage to Trax)	✓	-	88%	100%	100%	100%

**DEPARTMENT/DIVISION OBJECTIVE:** Develop and revise infrastructure master plans to prepare for growth.

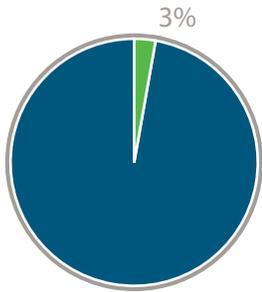
PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FT 2016 (ACTUAL)	FY 2017 (TARGET)
Percent Completed of Major Projects						
Pressurized Irrigation Master Plan	✗	75%	90%	100%	95%	100%
Sewer Master Plan	✗	50%	90%	100%	95%	100%
Culinary Master Plan	✗	75%	90%	100%	95%	100%

## BUDGET INFORMATION

DEPARTMENT 63	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 273,504	\$ 352,057	\$ 362,085	\$ 436,106
13 Employee Benefits	110,774	152,070	163,369	205,957
14 Uniforms	-	634	100	300
21 Books, Subscriptions, Memberships	87	697	1,500	1,500
23 Travel & Training	1,978	6,042	2,800	9,000
24 Office Supplies	4,175	2,091	2,000	2,300
25 Fleet Fund Charges	4,000	4,000	4,000	4,000
26 IT Fund Charges	6,000	6,000	6,000	6,000
27 Utilities	3,858	4,316	-	-
28 Equipment Maintenance	5,911	18,168	15,000	20,000
29 Risk Management Fund Charges	2,000	2,000	2,000	2,000
31 Professional & Technical	28,689	9,779	9,000	9,000
45 Miscellaneous	10,085	391	500	500
54 Capital Outlay	3,354	-	3,850	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 454,414</b>	<b>\$ 558,245</b>	<b>\$ 572,204</b>	<b>\$ 696,663</b>



# FINANCE



Percent of  
General Fund Budget

THE MISSION OF THE FINANCE DEPARTMENT IS TO EFFECTIVELY MANAGE AND SAFEGUARD THE CITY'S FINANCIAL RESOURCES AND ASSETS BY PROVIDING ACCURATE AND TIMELY INFORMATION IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) AND THE GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB).



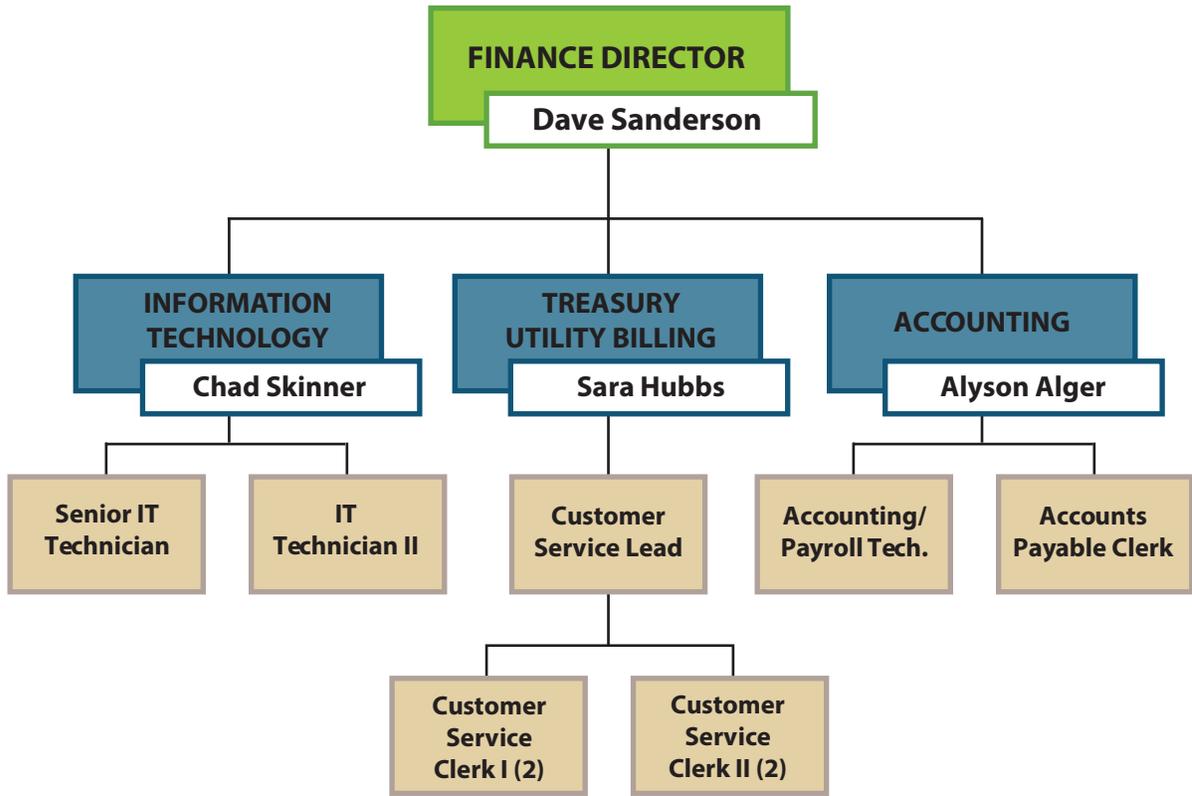
Provide responsible fiscal stewardship of city revenues and expenses to ensure that tax dollars are spent responsibly and efficiently.

## DEPARTMENT DESCRIPTION

The Finance Department is responsible for the financial operations of the City. The Department provides budget, purchasing, accounting, and funding direction for the City.

The Treasury and Utility Billing Division has custody of Lehi City's cash and investments. The Treasurer maintains a system for cash management and is responsible for reporting the cash position to the Mayor and City Council. The Treasurer also oversees the billing process and responds to customers' questions and complaints. Additionally, the Finance Department, through the Treasury Division, oversees the third-party waste collection contract (see Waste Collection Fund on page 179).

The Information Technology (IT) Division is accounted for through an internal service fund. For more information on the IT budget, see pages 182.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>FINANCE</b>					
<b>Appointed:</b>					
City Treasurer	1.00	1.00	1.00	1.00	1.00
<b>Full-time:</b>					
Finance Director	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Customer Service Lead	1.00	1.00	1.00	1.00	1.00
Accounting/Payroll Technician	1.00	1.00	1.00	1.00	1.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00	1.00
Customer Service Clerk II	1.00	1.00	1.00	1.00	2.00
Customer Service Clerk I	2.00	2.00	2.00	2.00	2.00
IT Manager	1.00	1.00	1.00	1.00	1.00
Senior IT Technician	1.00	1.00	1.00	1.00	1.00
IT Technician II	1.00	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Customer Service Clerk I	0.25	0.25	0.25	0.50	-
<b>TOTAL FTE</b>	<b>12.25</b>	<b>12.25</b>	<b>12.25</b>	<b>12.50</b>	<b>13.00</b>

# ACCOUNTING

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Properly monitor and report the City's finances.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FT 2016 (ACTUAL)	FY 2017 (TARGET)
Recurring 1099 Errors	✘	0	10	5	10	5
Percent of monthly financial reports completed by the 20th business day after the end of the month.	✔	100%	100%	100%	100%	100%

**DEPARTMENT/DIVISION OBJECTIVE:** Limit the amount of payroll errors.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FT 2016 (ACTUAL)	FY 2017 (TARGET)
Percent of payroll errors compared to the average number of employees.	✔	1%	1%	1%	1%	1%

## BUDGET INFORMATION

DEPARTMENT 46	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 249,854	\$ 266,218	\$ 261,589	\$ 278,081
13 Employee Benefits	116,382	134,587	136,597	149,111
21 Books, Subscriptions, & Memberships	910	1,649	2,246	2,246
23 Travel & Training	5,004	4,897	6,500	6,500
24 Office Supplies	5,413	5,477	10,000	10,000
26 IT Fund Charges	10,000	10,000	10,000	10,000
27 Utilities	440	545	500	500
28 Equipment Maintenance	-	514	1,000	1,500
29 Risk Management Fund Charges	1,000	1,000	1,000	1,000
31 Professional & Technical	5,815	7,882	5,000	5,000
34 Auditor Expense	42,000	42,000	46,000	46,000
35 Budget Expense	411	550	500	550
45 Miscellaneous	1,889	1,092	3,000	3,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 439,118</b>	<b>\$ 476,411</b>	<b>\$ 483,932</b>	<b>\$ 513,988</b>

# TREASURY & UTILITY BILLING

## PERFORMANCE MEASURES

DEPARTMENT/DIVISION OBJECTIVE: Closely monitor the city's utility revenues.

PERFORMANCE MEASURE	QUICK VIEW	FY 2015 (TARGET)	FY 2015 (ACTUAL)	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Number of Active Utility Accounts	✘	18,000	18,502	19,000	18,580	19,000
Utility Billing Accounts over 60 Days (%)	✔	6%	10%	7%	6.5%	6%

## BUDGET INFORMATION

DEPARTMENT 45	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	228,333	\$ 228,717	\$ 271,421	\$273,041
11 Overtime	410	-	-	-
13 Employee Benefits	112,391	115,846	134,595	173,289
21 Books, Subscriptions, & Memberships	235	448	1,000	1,000
23 Travel & Training	3,253	2,385	4,000	4,000
24 Office Supplies	1,995	3,501	3,200	3,200
26 IT Fund Charges	16,000	16,000	16,000	16,000
27 Utilities	-	-	1,000	1,000
28 Equipment Maintenance	-	-	500	500
29 Risk Management Fund Charges	10,000	10,000	10,000	10,000
31 Professional & Technical	2,465	895	1,000	1,000
45 Miscellaneous	-	1,242	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 375,081</b>	<b>\$ 379,034</b>	<b>\$ 443,716</b>	<b>\$484,030</b>

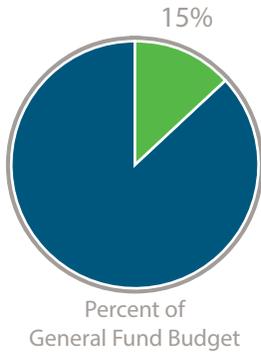
**FEES**

DEPARTMENT 45	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Utility sign-up processing	\$ 30	\$ 30	\$ 30	\$ 30
Disconnect/connect fee (Water & Power)	50	50	50	50
Utility verification	50	50	50	50
Dumpster rental/dumpster +1 additional trip to dump	150 100	150 100	150 100	150 100
Landfill transfer station punch card:				
First card within the year	Free	Free	Free	Free
Second card within the year	10	10	10	10
Third card within the year	30	30	30	30
Fourth card within the year	50	50	50	50
Overdue charge/month (if past 30 days)	1.5%	1.5%	1.5%	1.5%
Collections charge (of total unpaid balance)	-	-	-	-
Returned check	20	20	20	20
Bankruptcy deposit	500	500	500	500
Non-owner occupied residential meter deposit	125	125	0	0
Non-owner occupied commercial utility deposit	200	200	0	0
Temporary power meter deposit	200	200	200	200

**INFORMATION TECHNOLOGY**

See page 182 for the Information Technology Division performance measures and budget.

# FIRE



THE LEHI FIRE DEPARTMENT IS COMMITTED TO PROVIDING A WIDE RANGE OF SERVICES TO THE COMMUNITY DESIGNED TO PROTECT AND PRESERVE LIFE, PROPERTY, AND THE ENVIRONMENT THROUGH PLANNING, PREVENTION, EDUCATION, AND RESPONSE.

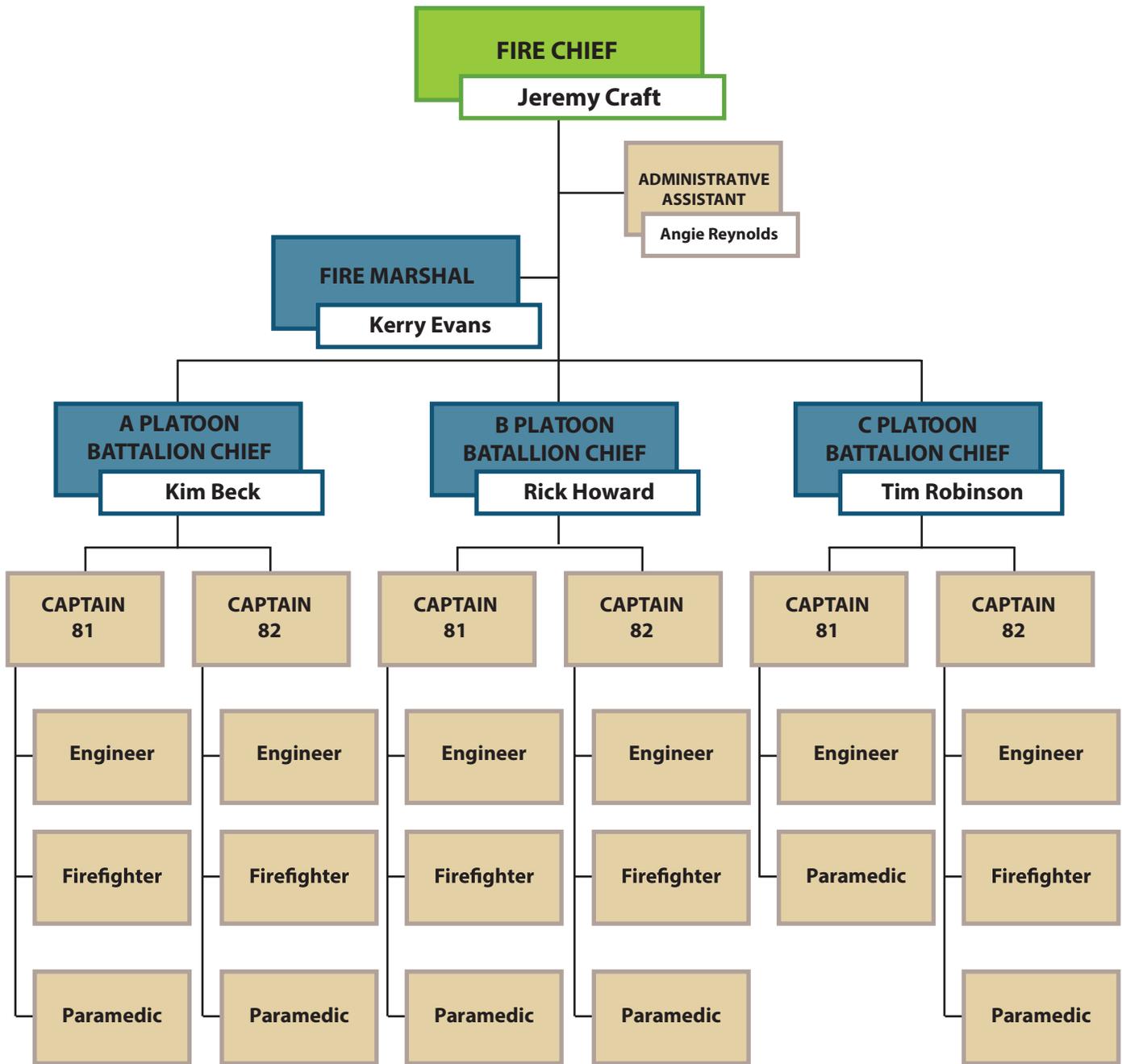


Deliver a high level of professional service to the community while enhancing public education and community relations.

## DEPARTMENT DESCRIPTION

The Fire Department is responsible for protecting the lives and possessions of the people living within the Lehi service area, which includes Lehi City and parts of Utah County. All members of the Fire Department are expected to maintain current fire prevention skills and training and at least intermediate level EMT skills and training. The Department is also actively engaged in educating the community about fire prevention and fire safety.





POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-time:</b>					
Fire Chief	1.00	1.00	1.00	1.00	1.00
Battalion Chief	1.00	1.00	1.00	3.00	3.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
Deputy Fire Marshal	-	-	-	-	1.00
Fire Captain	6.00	6.00	6.00	6.00	6.00
Fire Engineer	6.00	6.00	6.00	6.00	6.00
Firefighter/Paramedic	3.00	5.00	6.00	6.00	13.00
Firefighter/EMT-I	12.00	12.00	12.00	12.00	5.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00

POSITION (CONT.)	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Part-timer Non-benefited:</b>					
Firefighter/Paramedic	6.90	6.90	6.90	9.90	9.90
Firefighter/EMT-I	2.45	2.45	2.45	2.45	2.45
<b>TOTAL FTE</b>	<b>40.35</b>	<b>42.35</b>	<b>43.35</b>	<b>48.35</b>	<b>49.35</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide quality fire and EMS services through efficient response times, proactive preventative maintenance, and quality public education.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Total Calls	✓	2,200	2,514	2,500	2,711	2,900
Average Fire/EMS Response Time (minutes)	✓	8:06	8:12	8:00	7:52	7:40
Average "Out of Chute" Time (minutes)	✓	1:49	1:44	1:40	1:36	1:30
Total Fire Inspections	✗	732	655	700	687	700
ISO Rating (updated annually)	✗	5	5	5	3	5
Total Public Education Class Hours	✓	247	459	400	451	500
Resident Satisfaction with Fire Services	N/A	4.50	-	4.60	4.60	4.60

**DEPARTMENT/DIVISION OBJECTIVE:** Train and utilize CERT volunteers to properly assist with city functions.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Total Firefighter Training Hours	✗	5,459.5	4,198.49	4,500	4,200	4,500

**BUDGET INFORMATION**

DEPARTMENT 55	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 2,094,695	\$ 2,153,749	\$ 2,754,036	\$ 2,842,153
11 Overtime	89,732	96,703	60,000	60,000
13 Employee Benefits	917,160	1,053,705	1,173,891	1,287,057
14 Uniforms	31,745	36,994	65,930	65,930
21 Books, Subscriptions, Memberships	6,075	7,961	6,000	6,000
23 Travel & Training	36,236	37,500	38,110	38,110
24 Office Supplies	6,911	14,470	19,200	19,200
25 Fleet Fund Charges	100,000	100,000	100,000	100,000
26 Buildings & Grounds O&M	13,487	13,258	12,675	12,675
27 Utilities	27,216	26,127	32,000	32,000
29 Equipment Maintenance	67,583	73,088	55,000	58,500
30 Electricity - Lehi City Power	21,100	25,406	19,000	19,000
31 Professional & Technical	84,858	104,160	70,200	70,200
32 IT Fund Charges	20,000	20,000	20,000	20,000
33 Risk Management Fund Charges	10,000	10,097	10,000	10,000
36 Education	11,880	16,338	20,000	20,000
Dispatch Fee - County Comm	9,300	9,625	-	-
41 First Aid Supplies	50,916	54,708	47,950	57,950
46 Miscellaneous	32,666	33,395	44,678	130,392
54 Capital Outlay	45,938	1,263	29,000	113,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,677,499</b>	<b>\$ 3,888,547</b>	<b>\$ 4,557,669</b>	<b>\$ 4,962,167</b>

**BUDGET INFORMATION - EMERGENCY MANAGEMENT FUND**

DEPARTMENT 49	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ -	\$ -	\$ -	\$ 20,000
23 Travel & Training	89	3,465	3,500	3,500
21 Books, Subscriptions, Memberships	-	990	-	-
24 Office Supplies	250	564	500	500
31 Professional & Technical	175	8,783	10,000	10,000
33 Miscellaneous	4,438	861	1,000	6,500
54 Capital Outlay	7,867	8,518	-	26,300
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,819</b>	<b>\$ 23,181</b>	<b>\$ 15,000</b>	<b>\$ 46,800</b>

<b>FEES</b>				
<b>DEPARTMENT 55</b>	<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
Ambulance: (Established by UT Bureau of Emergency Medical Services)				
Basic Ground Ambulance / transport	\$ 615	\$ 655	\$ 655	\$ 655
Intermediate Ground Ambulance / trans.	813	865	865	865
Paramedic Ground Ambulance / transport	1,189	1,265	1,265	1,265
Standard Mileage Rate / mile	31.65	31.65	31.65	31.65
+ Off-Road / mile (if >10 mi. traveled)	1.50	1.50	1.50	1.50
Fuel Fluctuation / mile (if > \$4.25 / gal.)	0.25	0.25	0.25	0.25
AOS Assessment / treatment w/out trans.	225	225	225	225
Waiting time (per quarter hour)	22.05	22.05	22.05	22.05
False Alarm:				
Fire/Smoke/CO2 (if>3 / yr. at bus.) / alarm	150	150	150	150
Fire/Smoke/CO2 (if>3 / yr. at res.) / alarm	50	50	50	50
Impact Fee:				
Residential / unit	375	375	375	198
Non-Residential / building sq. ft.	0.246	0.246	0.246	-
Annual Operational Permits:				
Single Use Permit:				
Agricultural Burn Permit	10	10	10	10
Fireworks Display (ground)	125	125	125	125
Aerial Fireworks Display:				
< 250 devices	140	140	140	140
> 250 devices	215	215	215	215
Pyrotechnics (other)	110	110	110	110
Candles and open flames	60	60	60	60
Carnivals:				
< 10 attractions	60	60	60	60
> 10 attractions	100	100	100	100
Tent:				
200 - 2000 sq. ft.	60	60	60	60
> 2000 sq. ft.	100	100	100	100
Canopy:				
400 - 2000 sq. ft.	60	60	60	60
> 2000 sq. ft.	100	100	100	100
Air Supported Structure	100	100	100	100
Fire Stand-by at Special Events	80	80	80	80
Inspections & Enforcement:				
Exempt Child Care Facility	25	25	25	25
Daycare/Pre-School	25	25	25	25

## FEES (CONT.)

DEPARTMENT 55	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Nursing Homes	50	50	50	50
Assisted Living Facilities	50	50	50	50
Boarding School	100	100	100	100
Outpatient Provider	75	75	75	75
Hospital	200	200	200	200
Final for Occupancy	60	60	60	60
Flammable Finish Operations:				
Spray Booth	150	150	150	150
Powder Coating	150	150	150	150
Electrostatic Apparatus	150	150	150	150
Dipping Tank / tank	150	150	150	150
Amusement Building	100	100	100	100
Combustible Fiber Storage	60	60	60	60
Cutting and Welding	60	60	60	60
Dry Cleaning Plant	60	60	60	60
High Piled Storage	60	60	60	60
Hot Work Operations	60	60	60	60
Industrial Ovens / oven	60	60	60	60
LPG Dispensing	60	60	60	60
Spray Booths & Auto Painting	60	60	60	60
Lumber Yards	75	75	75	75
Woodworking Plants	75	75	75	75
Alarm User Permit	25	25	25	25
Fireworks Sales / location	60	60	60	60
Fire Protection Systems:				
Automatic Fire Sprinkler Systems:				
Plan Review:				
< 100 heads	125	125	125	125
100 - 199 heads	175	175	175	175
200 - 299 heads	225	225	225	225
> 300 heads	275	275	275	275
+ / head	0.50	0.50	0.50	0.50
Acceptance Testing:				
Underground Flush	60	60	60	60
Hydrostatic (2 hour maximum)	60	60	60	60
Acceptance (2 hour maximum)	60	60	60	60
Any Acceptance (2 hour maximum)	60	60	60	60
Other Fire Protection Systems:				

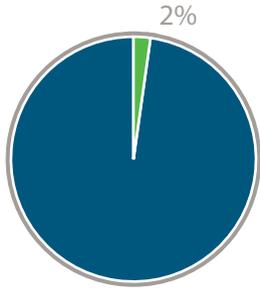
**FEES (CONT.)**

DEPARTMENT 55	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Additional Riser	50	50	50	50
Standpipe (2 hour maximum)	100	100	100	100
Automatic Fire Sprinkler System Remodel or Tenant Finish:				
Plan Review:				
< 5 heads	65	65	65	65
5 - 50 heads	125	125	125	125
> 50 heads	150	150	150	150
+ / head	0.50	0.50	0.50	0.50
Acceptance Testing:				
Hydrostatic (2 hour maximum)	60	60	60	60
Acceptance (2 hour maximum)	60	60	60	60
Fire Alarm Systems:				
Plan Review:				
New System	115	115	115	115
Remodel	65	65	65	65
Additional Floors	60	60	60	60
Acceptance (2 hour maximum)	60	60	60	60
Commercial Hood Systems:				
Plan Review / hood	115	115	115	115
Acceptance (2 hour maximum)	60	60	60	60
Fire Hydrant Installation and Testing:				
Underground Flush	60	60	60	60
Acceptance Testing	60	60	60	60
Fire Hydrant Single Usage	110	110	110	110
Fire Hydrant Multi Usage	100	100	100	100
Fire Hydrant Flow Test	60	60	60	60
LPG and Hazardous Materials:				
LPG Storage Tanks and Gas Systems:				
Plan Review	50	50	50	50
< 500 gallons (private use)	140	140	140	140
< 500 gallons (retail use)	140	140	140	140
> 500 gallons (private use)	165	165	165	165
> 500 gallons (retail use)	215	215	215	215
> 2000 gallons (plans)	215	215	215	215
> 4000 gallons (plans)	265	265	265	265
Hazardous Materials Storage Annual Permit:				
Minimal Storage	80	80	80	80
Haz Mat Storage	165	165	165	165
Haz Mat Dispensing	215	215	215	215
Manufacturing	265	265	265	265
Haz Mat Production	265	265	265	265

**FEES (CONT.)**

DEPARTMENT 55	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Waste Production	300	300	300	300
Multiple-Use Site	315	315	315	315
Liquid Storage Tank / tank (installation and closure)				
Plan Review	50	50	50	50
Underground:				
< 500 gallons	115	115	115	115
501 - 1000 gallons	165	165	165	165
> 1000 gallons	265	265	265	265
Above Ground:				
< 500 gallons	115	115	115	115
501 - 1000 gallons	165	165	165	165
> 1000 gallons	265	265	265	265
Explosives and Blasting / project	75	75	75	75
Explosives and Blasting annually	365	365	365	365
Compressed Gas Systems:				
Compressed Gas	115	115	115	115
Medical Gas	115	115	115	115
Combustible and Flammable Liquid Systems:				
Plan Review	50	50	50	50
If not UST or AST	215	215	215	215
Miscellaneous:				
+ / additional hour for reviews, inspections, approvals, etc. > 2 hours	60	60	60	60
Fire Report Copy	15	15	15	15
Plan Review Rush - Alarm	100	100	100	100
Plan Review Rush - Sprinkler	200	200	200	200
Stop Work Removal	100	100	100	100
After-Hrs. Inspection / hour (2 hour min.)	75	75	75	75
Installation without Permit				
	(Applicable fees double for installations without a permit)			
Open Burning: (for violations only)				
Type 1 Equipment / hour	230	230	230	230
Type 2 Equipment / hour	150	150	150	150
Type 6 Equipment / hour	120	120	120	120
Fire Chief or Marshal / day	95	95	95	95
EMT-Paramedic / hour	25	25	25	25
EMT-Intermediate / hour	22	22	22	22
Community Emergency Response Team Training				
Resident	35	35	35	35
Nonresidents	40	40	40	40

# JUSTICE COURT



Percent of  
General Fund Budget

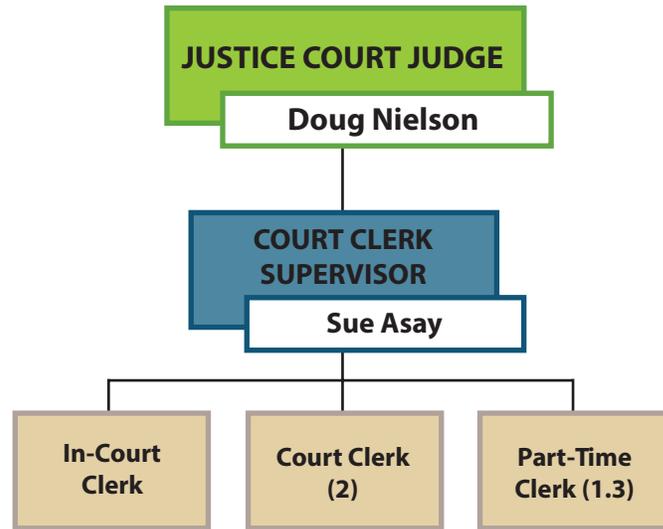
THE JUSTICE COURT WILL SIT IN JUDGMENT OF CRIMINAL AND COMMON LAW PROCEEDINGS, RESOLVE LEGAL ISSUES, AND INSURE JUSTICE; THEREBY IMPROVING THE EQUALITY OF LIFE IN THE COMMUNITY BY PROVIDING AN OPEN, FAIR, EFFICIENT, AND INDEPENDENT SYSTEM FOR THE ADVANCEMENT OF JUSTICE UNDER THE LAW.



Create a more family-friendly court schedule.

## DEPARTMENT DESCRIPTION

The Lehi City Judge is trained in the operation of the Utah court system and court procedures. This training makes it possible for the judge to hand down judgments on all citations, summons, and small claims. The judge is responsible for all procedures that take place in the Justice Court. The court clerk enters citations for the Lehi Police Department, Utah Highway Patrol, and the Utah County Sheriff Department. The clerk is also responsible for recording summons and small claims information.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Appointed:</b>					
Justice Court Judge	1.00	1.00	1.00	1.00	1.00
<b>Full-Time:</b>					
Court Clerk Supervisor	1.00	1.00	1.00	1.00	1.00
In-Court Clerk	1.00	1.00	1.00	1.00	1.00
Court Clerk	2.00	2.00	2.00	2.00	2.00
<b>Part-Time Benefited:</b>					
Court Clerk	0.65	0.65	-	-	-
<b>Part-Time Non-benefited:</b>					
Clerk	0.65	0.65	1.30	1.30	1.30
<b>TOTAL FTE</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>

## PERFORMANCE MEASURES

DEPARTMENT/DIVISION OBJECTIVE: Encourage ongoing training among justice court staff.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Training Hours for Clerks	✓	10	16	15	15	15
Training Hours for Judge	✓	68.5	65	50	N/A	50

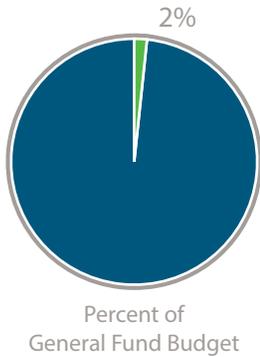
DEPARTMENT/DIVISION OBJECTIVE: Dispose of cases effectively & efficiently.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Total Cases per FTE	✓	944	763	800	1,307	1,000
Percent of misdemeanor cases disposed of within 6 months.	✗	90%	91%	90%	85%	90%
Percent of traffic cases disposed of within 90 days.	✓	96%	95%	90%	93%	90%
Cases Reaching Deposition	✗	6,526	5,641	6,000	5,185	6,000

## BUDGET INFORMATION

DEPARTMENT 42	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 286,262	\$ 304,318	\$ 331,062	\$ 340,009
13 Employee Benefits	131,334	137,241	156,999	169,656
21 Books, Subscriptions, & Memberships	540	79	1,000	1,000
23 Travel & Training	4,834	5,130	7,100	7,100
24 Office Supplies	8,683	7,303	10,000	10,000
26 IT Fund Charges	20,000	20,000	20,000	20,000
27 Utilities	458	508	6,000	6,000
28 Equipment Maintenance	1,215	2,239	1,800	1,800
29 Risk Management Fund Charges	1,000	1,000	1,000	1,000
30 Electricity - Lehi City Power	5,120	5,955	5,000	5,000
31 Professional & Technical	93,799	123,195	149,760	149,760
32 Witness & Jury Fees	926	902	8,000	8,000
33 Miscellaneous	2,604	826	3,000	3,000
36 State Fines Surcharge	-	-	-	-
54 Capital Outlay	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 556,774</b>	<b>\$ 608,696</b>	<b>\$ 700,721</b>	<b>\$ 722,325</b>

# LEGAL SERVICES



THE LEGAL SERVICES DEPARTMENT WILL SERVE LEHI CITY THROUGH THE PRACTICE OF LAW ACCORDING TO THE HIGHEST PROFESSIONAL STANDARDS AND THROUGH MAINTAINING RECORDS OF THE CITY'S ACTION IN A PROFESSIONAL AND HIGHLY-ORGANIZED MANNER. .



Safeguard the rights and interests of Lehi families by (1) vigorously prosecuting crime, (2) managing claims and litigation to protect tax dollars, and (3) defending public policies advanced by Lehi's elected representatives.

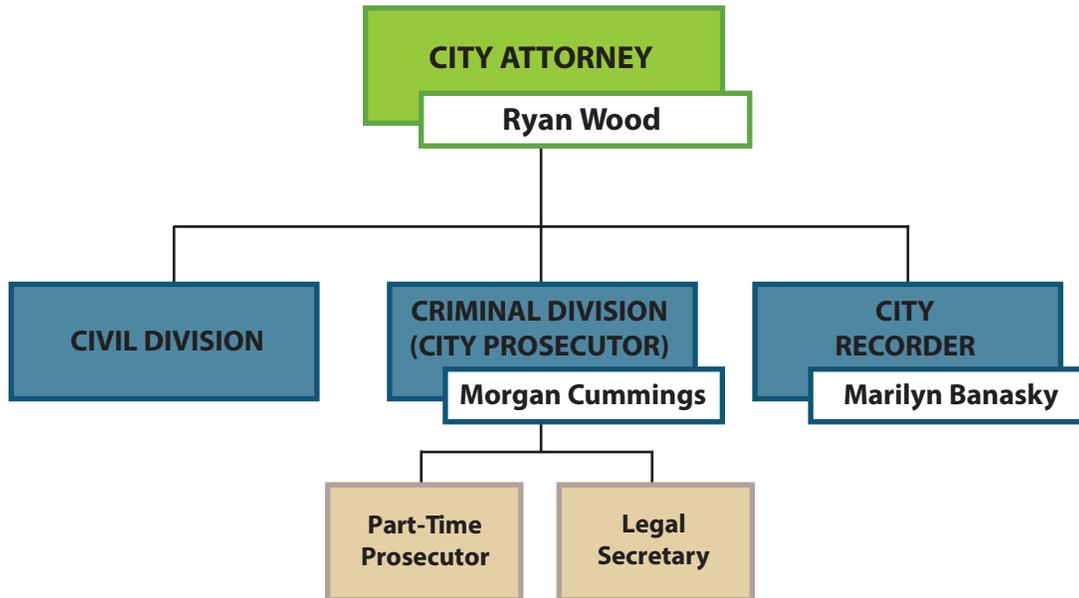
## DEPARTMENT DESCRIPTION

The Legal Services Department is responsible for the proper execution of all legal affairs of the City. The Legal Services Department consists of three divisions: Civil Division, Criminal Division, and Records and Elections.

The Civil Division advises elected officials and City staff on legal issues, prepares all legal documents, defends the City against all civil claims, and conducts all other non-criminal legal services for Lehi City.

The Criminal Division prosecutes all misdemeanor crimes that occur within Lehi City.

The Records and Elections Division is managed by the city recorder and is responsible for the records, minutes, ordinances, and resolutions of the City. This division also oversees annexations, elections, and cemetery records.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Appointed:</b>					
Recorder	1.00	1.00	1.00	1.00	1.00
<b>Full-time:</b>					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney/City Prosecutor	1.00	1.00	1.00	1.00	1.00
<b>Part-Time Non-benefited:</b>					
Assistant City Prosecutor	-	0.50	0.50	0.50	0.50
Secretary - Legal	1.80	1.80	1.80	1.80	1.80
<b>TOTAL FTE</b>	<b>4.80</b>	<b>5.30</b>	<b>5.30</b>	<b>5.30</b>	<b>5.30</b>

## CIVIL DIVISION

### PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Responsibly provide internal support to the city's civil legal issues when possible.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)
Total Liability Claims Filed	✗	0	17	5	15
Total Active Claims Filed	✗	0	28	5	15
Percent of Claims Handled Internally	✓	90%	100%	>90%	93%
Total Lawsuits Filed	✗	1	2	1	6
Total Active Lawsuits	✓	2	2	2	5
Percent of Lawsuits Handled Internally	✗	90%	50%	>90%	33%

# CRIMINAL DIVISION

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Effectively and efficiently prosecute those charged with crimes in Lehi City.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Case Resolution Time (Days)	✓	<90	46	<90	24	60
Percent of Criminal Cases Declined	✓	<3%	0.75%	<3%	0.8%	<3%
Police Department notified of declined cases. (% of cases).	✓	>90%	100%	>90%	100%	100%
Percent of Recommended Bail Schedule Fine Amount	✗	>85%	90%	>85%	70%	>85%
Enhance-ability Preservation (%)	✓	>90%	100%	>90%	100%	>90%

## BUDGET INFORMATION

DEPARTMENT 48	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 272,392	\$ 296,006	\$ 321,077	\$ 331,471
13 Employee Benefits	104,435	111,006	123,903	131,450
21 Books, Subscriptions, & Memberships	5,619	6,602	6,500	6,500
23 Travel & Training	1,525	1,753	5,500	5,500
24 Office Supplies	2,995	2,123	5,000	5,000
26 IT Fund Charges	8,000	8,000	8,000	8,000
27 Utilities	629	803	500	500
29 Risk Management Fund Charges	2,000	2,000	2,000	2,000
31 Professional & Technical	36,528	39,179	40,000	40,000
32 Prosecutor Outside Counsel	31,260	22,500	30,000	30,000
33 Miscellaneous	403	1,026	2,500	2,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 465,786</b>	<b>\$ 490,998</b>	<b>\$ 544,981</b>	<b>\$ 562,921</b>

# RECORDS AND ELECTIONS

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Accurately keep records in accordance with legal requirements and make them available to the public.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Percent of department' records officers trained on Open Meetings Act	✗	50%	92%	100%	30%	100%
Percent of departments' records officers trained on GRAMA & records retention	✗	50%	42%	50%	30%	50%

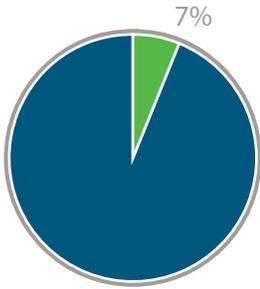
**BUDGET INFORMATION**

DEPARTMENT 43	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 69,899	\$ 72,214	\$ 73,473	\$ 75,678
13 Employee Benefits	28,589	30,849	32,706	34,909
21 Books, Subscriptions, & Memberships	435	1,170	5,000	5,000
22 Public Notices	1,205	2,402	7,500	7,500
23 Travel & Training	499	500	4,000	4,000
24 Office Supplies	102	140	2,500	2,500
26 IT Fund Charges	4,000	4,000	4,000	4,000
27 Utilities	-	-	750	750
28 Equipment Maintenance	-	-	800	20,800
29 Risk Management Fund Charges	1,000	1,000	1,000	1,000
31 Professional & Technical	1,478	8,019	12,100	12,100
45 Miscellaneous	600	-	-	-
46 Election Expense	24,908	-	90,000	-
47 Ordinance Book Update	6,721	-	15,000	-
54 Capital Outlay	-	-	20,000	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 139,436</b>	<b>\$ 120,294</b>	<b>\$ 268,829</b>	<b>\$ 168,236</b>

**FEES**

DEPARTMENT 43	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Election registration	\$ 35	\$ 35	\$ 35	\$ 35
Audio recording CD/meeting	5	5	5	5
GRAMA request rates/hour:				
Department heads	55	55	55	55
Supervisory staff	45	45	45	45
Professional staff	35	35	35	35
Support staff	25	25	25	25
GRAMA request copies:				
GIS maps:				
24" x 36" color	10	10	10	10
17" x 24" color	5	5	5	5
11" x 17" color	3	3	3	3
>24" x 36"/linear foot	2	2	2	2
Other GRAMA copies:				
Up to 11" x 17" color	0.25	0.25	0.25	0.25
Up to 11" x 17" black & white	0.10	0.10	0.10	0.10
Business License:				
Solicitor	50/solicitor	50/solicitor	50/solicitor	50/solicitor
+Bond	(Discontinue)	(Discontinue)	(Discontinue)	(Discontinue)

# LEISURE SERVICES



Percent of  
General Fund Budget

THE MISSION OF THE LEISURE SERVICES DEPARTMENT IS TO ENRICH THE LIVES OF LEHI'S RESIDENTS BY PROVIDING HIGH-QUALITY RECREATIONAL AND EDUCATIONAL OPPORTUNITIES AT A MINIMUM COST.



Provide high quality recreational and leisure activities to  
Lehi families at an affordable cost.

## DEPARTMENT DESCRIPTION

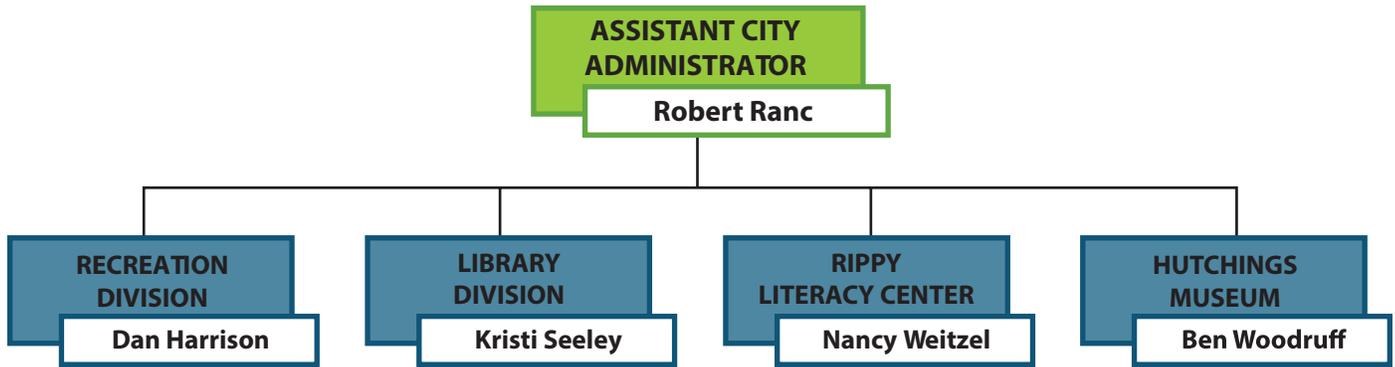
The Leisure Services Department, managed directly by the assistant city administrator, is composed of four divisions: the Recreation Division, the Library Division, the Literacy Center Division, and the Museum Division.

The Recreation Division is responsible for offering health, recreation, aquatic, and social activities to residents in the Lehi community at the lowest possible cost. The division includes sports, aquatics, the Legacy Center (Lehi's recreation center), senior services, and community programs. While senior services are funded through the general fund, the remaining sections of the Recreation Division, with the accompanying outdoor pool, is funded through a Special Revenue Fund. See pages 144-155 for detailed budget information regarding the Outdoor Pool and Recreation Special Revenue Funds.

The Library Division is responsible for managing and controlling book and document circulation and purchasing. The Library is also responsible for updating and maintaining all information services, providing Internet access to users, computer use, and responding to the needs of the residents.

The Literacy Center Division is responsible for managing the Lehi-Rippy Literacy Center, which was founded by William and Hesther Rippy in 1998. Lehi City supports the Literacy Center by providing staff and facilities. The Literacy Center specializes in teaching reading, mathematics, computer skills, and language skills on a personal level at no cost to people of all ages.

The Museum Division is responsible for managing the John Hutchings Museum of Natural History, which was founded in 1955 by John and Eunice Hutchings. Lehi City supports the Museum Division by donating staff and building space.



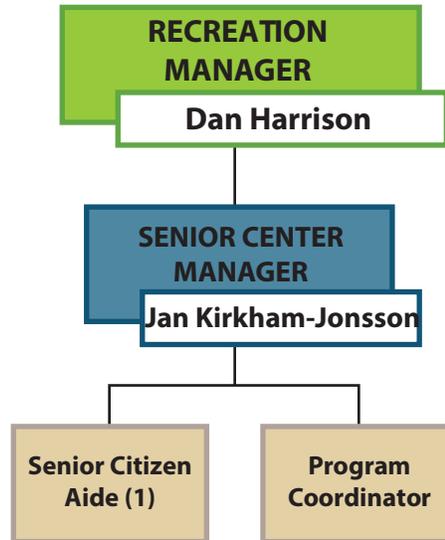
POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
Recreation Division (21, 22, 68)	71.08	80.15	80.15	80.65	81.65
Library Division (74)	20.43	20.43	20.43	21.43	21.43
Literacy Center Division (75)	5.25	6.25	6.25	6.25	6.25
Museum Division (56)	4.10	4.00	4.00	4.00	4.00
<b>TOTAL FTE</b>	<b>100.86</b>	<b>110.83</b>	<b>110.83</b>	<b>112.33</b>	<b>113.33</b>

*Detailed staffing information is found under each division description.*

# RECREATION

Information about the Recreation Division Special Revenue Fund can be found on page 141.

## SENIOR SERVICES



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Senior Citizen Manager	1.00	1.00	1.00	1.00	1.00
<b>Part-Time Non-benefited:</b>					
Senior Citizen Aide	1.00	1.00	1.00	1.00	1.00
Senior Services Program Coordinator	-	-	-	-	0.50
<b>TOTAL FTE</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.50</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide the highest quality of services to the senior residents of Lehi City and the surrounding community.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Average Daily Attendance	✗	30	26	30	-	30
Lunches Served per FTE	✗	3,731	3,144	3,300	-	3,000

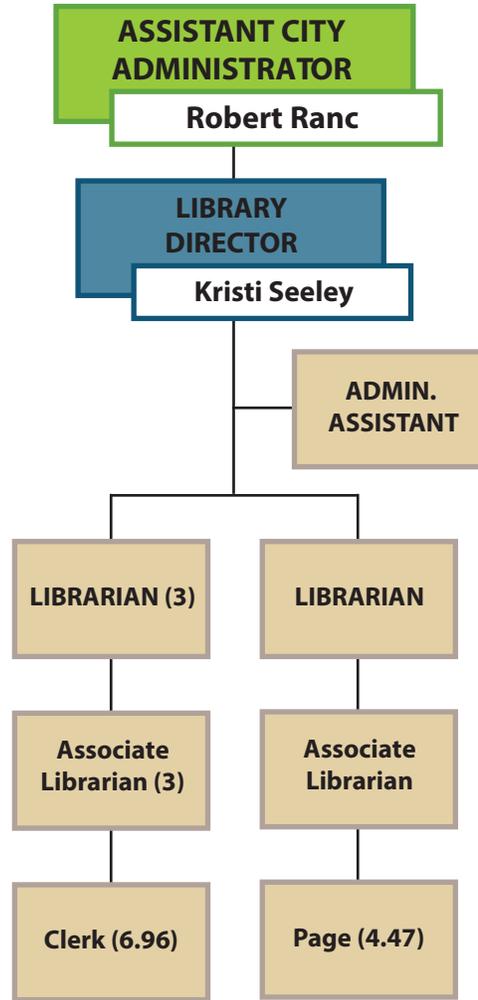
**BUDGET INFORMATION**

DEPARTMENT 68	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 85,669	\$ 82,053	\$ 99,024	\$ 106,646
13 Employee Benefits	24,046	25,225	31,262	33,946
23 Travel & Training	658	1,362	1,000	6,000
24 Office Supplies	2,821	2,005	4,000	4,000
26 Buildings & Grounds O & M	32	250	7,500	2,500
27 Utilities	-	-	2,000	2,000
30 Electricity - Lehi City Power	-	-	6,500	6,500
31 Professional & Technical	-	795	1,650	1,650
38 Meal Management	21,152	19,998	23,000	23,000
45 Miscellaneous	-	312	8,000	9,000
54 Capital Outlay	2,352	-	-	6,000
<b>Total Expenditures</b>	<b>\$ 136,730</b>	<b>\$ 132,000</b>	<b>\$ 183,936</b>	<b>\$201,242</b>

**FEES**

DEPARTMENT 68	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
<b>Lunch (Mountainland Association of Govts.):</b>				
Over 60 (suggested donation)	\$ 2	\$ 3	\$ 3	\$ 3
+ salad	0.25	0.25	0.25	0.00
+ case of 24 Ensure	20	20	20	20
Under 60	4.90	4.90	4.90	6.00
+ salad	0.75	0.75	0.75	0.00
<b>Facility rental:</b>				
Small room rental	25	25	25	25
Over 60 / hour (birthday or anniversary)	25	25	25	25
Other / hour	50	50	50	50
Non-resident / hour	60	60	60	60
+ deposit	500	500	500	500

# LIBRARY



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-time:</b>					
Library Director	1.00	1.00	1.00	1.00	1.00
Librarian	4.00	4.00	4.00	4.00	4.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Library Technician	3.00	3.00	3.00	4.00	4.00
<b>Part-time Non-benefited:</b>					
Clerk	6.96	6.96	6.96	6.96	6.96
Page	4.47	4.47	4.47	4.47	4.47
<b>TOTAL FTE</b>	<b>20.43</b>	<b>20.43</b>	<b>20.43</b>	<b>21.43</b>	<b>21.43</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Increase the number of online resources for our community and provide quarterly activities for families.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Total Holdings Per Capita	✗	2.33	2.29	2.40	2.0	2.40
Number of E-Holdings	✓	2,389	4,317	4,500	5,270	6,000
Number of E-Checkouts	✓	32,213	45,308	47,500	64,589	75,000
Number of Family-Related Activities		-	-	-	-	4
Circulation Rate per Patron	✓	14	28	30	21	30

## BUDGET INFORMATION

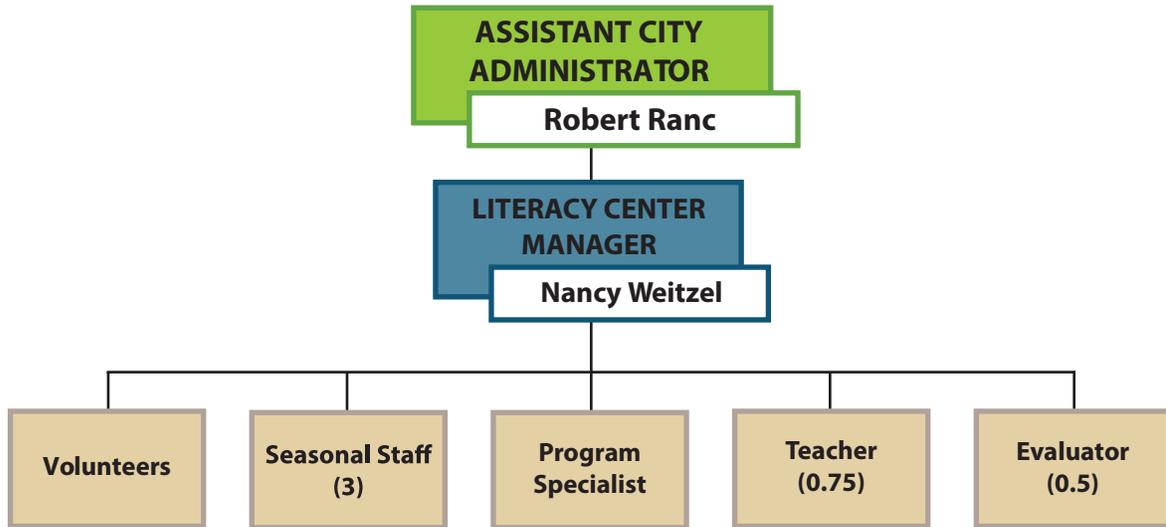
DEPARTMENT 74	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 514,542	\$ 540,963	\$ 610,370	\$ 609,803
11 Overtime		-	-	-
13 Employee Benefits	186,740	220,565	226,389	264,575
20 Video Collection Expense	-	-	-	-
21 Books	170,496	176,048	175,000	175,000
22 Subscriptions	5,608	5,410	10,000	10,000
23 Travel & Training	3,931	1,127	7,000	7,000
24 Office Supplies	18,802	14,747	22,000	22,000
25 Equipment Maintenance	34,978	16,118	48,817	48,817
26 Buildings & Grounds O & M	1,557	1,117	1,000	1,000
27 Utilities	6,587	6,064	10,000	10,000
28 Story Hour Expense	6,801	6,888	8,250	8,250
29 Risk Management Fund Charges	5,000	5,000	5,000	5,000
30 Electricity - Lehi City Power	18,125	21,199	18,000	18,000
31 Professional & Technical	1,072	1,318	5,000	5,000
34 Collections	2,184	1,897	2,000	2,000
36 IT Fund Charges	50,000	50,000	50,000	50,000
45 Miscellaneous	4,057	10,126	10,330	10,330
54 Capital Outlay	-	9,900	5,000	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,030,480</b>	<b>\$ 1,088,487</b>	<b>\$ 1,214,156</b>	<b>\$ 1,246,775</b>

## FEES

DEPARTMENT 74	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Library Card:				
Resident	Free	Free	Free	Free
Non-resident / year	\$ 80	\$ 80	\$ 80	\$ 80
Non-resident / 6 months	40	40	40	40
Internet Only / year	25	25	25	25
Replacement of card	3	3	3	3
DVD checkout/week	1	1	1	1
Video checkout / week	1	1	1	1
Copies:				
Letter size	0.10	0.10	0.10	0.10
Legal size	0.15	0.15	0.15	0.15
Printing	-	-	-	0.10
Opaque projector use / hour	1	1	1	1
Inter-library loan	2	5	5	5
Internet use:				
Resident	Free	Free	Free	Free
Non-resident / hour	1	1	1	1
Fines:				
Overdue book / day / book	0.10	0.10	0.10	0.10
Inter-library loan overdue book / day / book	1	1	1	2
Overdue video / day / video	1	1	1	1
Minor damage (in some cases / page)	1 - 10	1 - 10	1 - 10	2-14
Major Damage (not repairable)	full cost	full cost	full cost	full cost



# LITERACY CENTER



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Literacy Center Manager	1.00	1.00	1.00	1.00	1.00
Program Specialist	-	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Teacher	0.75	0.75	0.75	0.75	0.75
Evaluator	0.50	0.50	0.50	0.50	0.50
<b>Seasonal/Temporary:</b>					
Staff	3.00	3.00	3.00	3.00	3.00
<b>TOTAL FTEs</b>	<b>5.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>



## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide the highest quality educational opportunities to Lehi residents and increase the overall education of Lehi children.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Total Literacy Center Participants	N/A	4,017	955*	900	1,012	900

\*The Literacy Center has changed the way that participants are calculated, which accounts for the difference in FY 2015 target and FY 2015 actual participation numbers. The new method of calculation will be used moving forward.

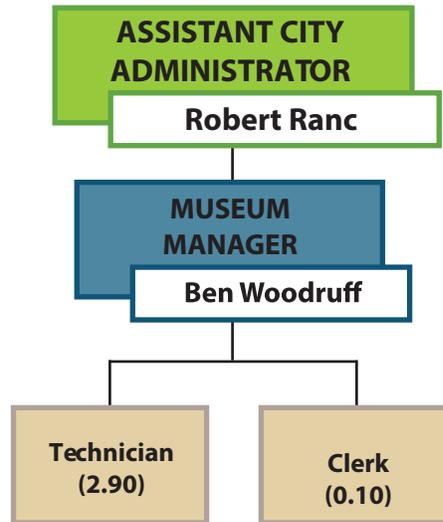
**DEPARTMENT/DIVISION OBJECTIVE:** Provide quality volunteer opportunities to qualified individuals.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Literacy Center Volunteer Hours	×	4,944	6,222	6,000	5,497	6,000
Literacy Center Volunteer Tutors	×	1,456	420	500	274	300
Presidential Awards for Volunteerism Awarded	×	96	87	100	84	100

## BUDGET INFORMATION

DEPARTMENT 75	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 141,971	\$ 165,549	\$ 216,467	\$ 231,619
13 Employee Benefits	42,821	52,873	59,542	64,232
22 Books, Subscriptions, & Memberships	-	443	500	500
23 Travel & Training	245	-	1,000	1,000
24 Office Supplies	13,057	8,834	3,500	3,500
27 Utilities	-	-	1,000	1,000
28 Equipment Maintenance	293	939	750	750
31 Professional & Technical	787	2,700	2,500	2,500
Literacy Foundation Expenses	-	1,372	-	-
45 Miscellaneous	3,074	2,529	6,000	6,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 202,247</b>	<b>\$ 235,239</b>	<b>\$ 291,259</b>	<b>\$ 311,101</b>

# MUSEUM



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Museum Manager	1.00	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Technician	3.00	2.90	2.90	2.90	2.90
Clerk	0.10	0.10	0.10	0.10	0.10
<b>TOTAL FTEs</b>	<b>4.10</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide entertaining special events focusing on science and history.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
School Tours	✗	153	142	150	128	150
Public Events	✓	26	11	20	76	75
Themed Events Attendance	✓	550	933	1,000	6,911*	7,500

\*The museum changed from Steam Punk Night to Harry Potter Night and added additional events in 2016.

## BUDGET INFORMATION

FUND 77	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 91,846	\$ 129,903	\$ 140,227	\$ 141,394
11 Overtime	-	-	-	-
13 Employee Benefits	29,829	34,581	40,768	40,002
22 Publicity	6,302	4,735	8,500	8,500

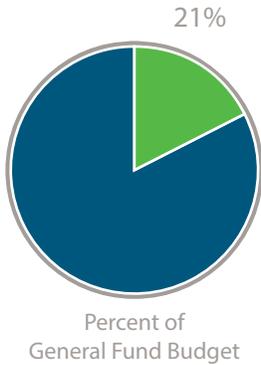
**BUDGET INFORMATION (CONT.)**

<b>FUND 77</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
24 Office Supplies	\$ 6,010	\$ 8,360	\$ 5,000	\$ 5,000
24-001 Lehi Archives Office Supplies	-	-	21,000	-
25 Vehicle Fuel / Maintenance / Mileage	146	58	2,000	2,000
26 Buildings & Grounds O & M	11,194	5,062	2,950	2,950
27 Utilities	7,362	4,534	6,800	6,800
30 Electricity - Lehi City Power	6,394	8,457	5,000	10,000
31 Professional & Technical	1,406	3,207	4,300	24,300
32 IT Fund Charges	6,000	4,500	6,000	6,000
33 Risk Management Fund Charges	10,000	7,502	10,000	10,000
45 Miscellaneous	36,358	23,893	30,500	30,500
54 Artifacts & Exhibits	-	26,109	25,000	25,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 212,847</b>	<b>\$ 260,901</b>	<b>\$ 308,045</b>	<b>\$ 312,447</b>

**FEES**

<b>DEPARTMENT 77</b>	<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
Admissions:				
Children 3-12	\$ 3	\$ 3	\$ 3	\$ 3
Students 13-18	-	-	-	-
Adults	4	4	4	4
Sr. Citizens	3	3	3	3
Scouts	2	2	2	2
Leader	3	3	3	3
Patches	1	1	1	1
Families (up to 6 people)	12	12	12	12
Family or Group Annual Pass	50	50	50	50
Grandparent Annual Pass (up to 4 grandkids)	50	50	50	50
Couple Annual Pass	30	30	30	30
Individual Annual Pass	25	25	25	25
Field Trips & Group Tours/student	3	3	3	3
+parent	3	3	3	3
+participant/additional activity >6	1 - 4	1 - 4	1-4	1-4
+ transfer charge for bird of prey (if applicable)	35	35	35	35
Workshop	10 - 25	10 - 25	10-25	10-25
Workshop (multi-session)	50 - 60	50 - 60	50-60	50-60
Lehi History Book (Earlier Version)	15	15	15	15
Both Versions Lehi History Book	-	-	-	40
Lehi History Book (Latest Version)	39.99	39.99	39.99	35.00

# POLICE



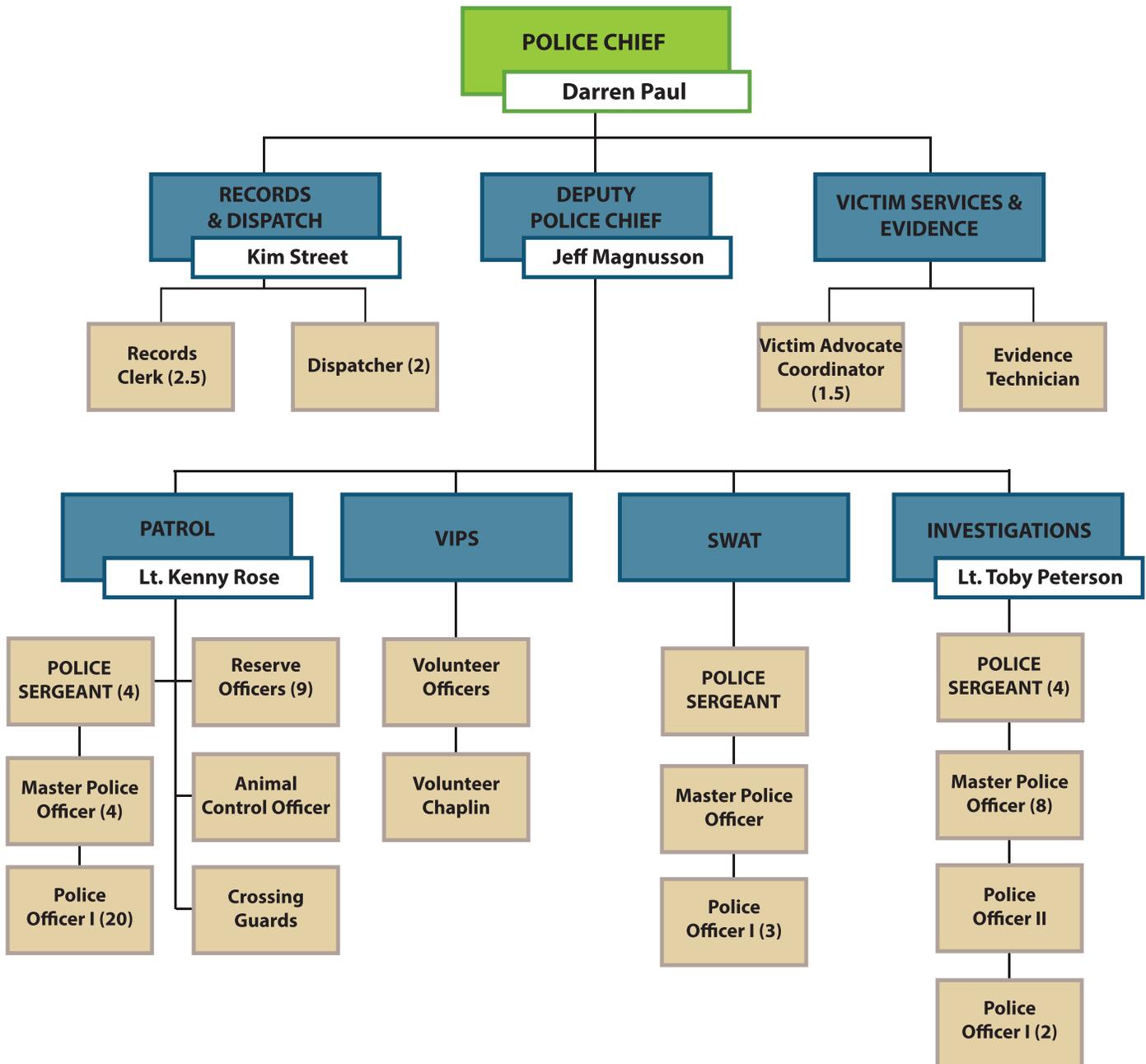
THE POLICE DEPARTMENT WILL PROVIDE A SAFE AND SECURE COMMUNITY BY DELIVERING PROFESSIONAL AND COURTEOUS SERVICES AS DETERMINED IN PARTNERSHIP WITH LEHI RESIDENTS. THE DEPARTMENT IS DEDICATED TO THE FOLLOWING FIVE VALUES: (1) FOSTERING THE PUBLIC TRUST, (2) ETHICAL JUDGMENTS, (3) PROACTIVE PREVENTION AND ENFORCEMENT, (4) CREATIVE SERVICE DELIVERY, AND (5) FAIRNESS IN ENFORCEMENT OF THE LAW.



Improve transparency and citizen engagement through RAIDS Online, a citizen academy, and monthly PEP Talks.

## DEPARTMENT DESCRIPTION

The Police Department's function is to serve and protect all people and property within the City limits. This is done through the coordinated efforts of patrol officers, detectives, code enforcement officers, and animal control officers. Detectives are responsible for investigating and solving crimes that are carried out by criminals in a covert manner. Patrol officers are responsible for enforcing traffic laws and ensuring the safety of persons within the City limits. Code enforcement officers are responsible for ensuring that properties in Lehi are maintained according to ordinance. Animal control officers are responsible for enforcing the animal control ordinance of the City and protecting residents from violent and destructive animals.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-time:</b>					
Police Chief	1.00	1.00	1.00	1.00	1.00
Assistant Police Chief	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	2.00	2.00
Police Sergeant	5.00	5.00	7.00	8.00	10.00
Police Corporal	-	-	-	-	9.00
Police Officer III	8.00	7.00	7.00	13.00	5.00
Police Officer II	3.00	4.00	4.00	1.00	7.00
Police Officer I	17.00	20.00	21.00	19.00	14.00
Code Enforcement Officer	2.00	2.00	2.00	2.00	2.00
Victim Advocate Coordinator	1.00	1.00	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Evidence Technician	1.00	1.00	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00	1.00	1.00
Front Desk Secretary/Dispatcher	2.00	2.00	2.00	2.00	2.00
<b>Part-Time Non-benefited:</b>					
Reports Clerk/Records Assistant	0.50	0.50	0.50	1.00	1.00
Crossing Guard Coordinator	-	-	-	-	0.50
Crossing Guard	12.45	12.45	12.95	12.45	12.45
<b>TOTAL FTE</b>	<b>58.95</b>	<b>61.95</b>	<b>65.45</b>	<b>67.45</b>	<b>71.95</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Maintain a low crime rate compared to other Utah cities and improve community safety through traffic enforcement and crime prevention.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Total Estimated Crime Index	✓	849	795	750	749	700
Crimes per 1,000 Residents	✓	16.59	14.62	14.00	13.31	12.00
Average Response Time - Priority 1 (minutes)	✓	06:50	01:56	04:00	7:52	6:00
Average Response Time - Excluding Priority 1 (minutes)	✗	12:57	13:54	10:00	15:28	10:00
Resident Satisfaction: Police services (out of a score of 10)	N/A	-	-	-	8.2	8.5
Resident Satisfaction: Feel safe in their neighborhood (out of a score of 10)	N/A	9.0	-	-	9.4	9.6

## BUDGET INFORMATION

DEPARTMENT 54	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 2,608,114	\$ 2,727,787	\$ 2,825,115	\$ 3,159,216
11 Overtime	340,954	316,284	277,000	277,000
12 Crossing Guard Expense	112,166	33,361	135,000	135,000
13 Employee Benefits	1,585,667	1,664,634	1,931,486	2,199,416
14 Uniforms	54,120	68,298	55,000	55,000
16 Tactical Equipment	15,022	8,138	14,000	45,500
21 Books, Subscriptions, Memberships	1,440	2,639	4,338	4,338
23 Travel & Training	33,978	35,974	30,000	57,550
24 Office Supplies	28,064	17,429	25,000	25,000
25 Fleet Fund Charges	250,000	250,000	250,000	250,000
26 Buildings & Grounds O&M	11,515	7,703	5,000	5,000
27 Utilities	32,753	31,622	75,000	75,000
28 Equipment Maintenance	38,479	22,782	59,875	58,074
29 Miscellaneous Supplies	15,819	6,522	21,390	21,390
30 Electricity - Lehi City Power	13,435	14,968	20,000	20,000
31 Professional & Technical	44,947	62,170	45,000	53,000
33 IT Fund Charges	120,000	120,000	120,000	120,000
34 Risk Management Fund Charges	19,992	19,992	20,000	20,000
37 Dispatch Fee - County Comm	\$ 318,443	\$ 14,217	\$ -	-
46 K9 Supplies	5,441	3,687	10,000	10,000
47 Firearms & Supplies	39,078	50,412	44,000	44,000
48 Miscellaneous	11,941	8,232	25,000	25,000
54 Capital Outlay	140,722	45,428	136,500	195,782
63 Youth Court Expenses	1,299	708	2,000	2,000
68 NOVA Expense	5,487	6,131	6,000	6,000
68-100 RAD Kids Expense	2,248	-	2,000	2,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,851,123</b>	<b>\$ 5,539,118</b>	<b>\$ 6,138,706</b>	<b>\$ 6,865,267</b>

## BUDGET INFORMATION - CODE ENFORCEMENT

DEPARTMENT 53	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 56,822	\$ 56,246	\$ 56,447	\$ 58,140
11 Overtime	706	4,799	-	-
13 Employee Benefits	36,947	39,407	41,752	44,635
25 Fleet Fund Charges	12,000	12,000	12,000	12,000
26 IT Fund Charges	4,000	4,000	4,000	4,000
28 Equipment Maintenance	(489)	-	-	-
29 Risk Management Fund Charges	1,000	1,000	1,000	1,000
31 Professional & Technical	-	-	5,000	5,000
33 Miscellaneous	225	-	294	294
<b>TOTAL EXPENDITURES</b>	<b>\$ 111,211</b>	<b>\$ 117,452</b>	<b>\$ 120,493</b>	<b>\$125,069</b>

## BUDGET INFORMATION - ANIMAL CONTROL

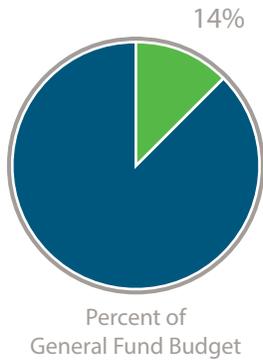
DEPARTMENT 57	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 44,514	\$ 45,691	\$ 46,017	\$ 47,397
11 Overtime	745	399	4,000	4,000
13 Employee Benefits	32,744	35,165	37,349	40,100
14 Uniforms	1,200	1,200	1,800	1,800
Travel & Training	-	250	-	-
25 Fleet Fund Charges	4,000	4,000	4,000	4,000
27 IT Fund Charges	2,000	2,000	2,000	2,000
28 Equipment Maintenance	498	-	300	300
31 Professional & Technical	61,159	63,846	60,000	68,000
54 Capital Outlay	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 146,859</b>	<b>\$ 152,551</b>	<b>\$ 155,466</b>	<b>\$ 167,597</b>



## FEES

DEPARTMENT 54	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Traffic School (+ Plea in Abeyance Fine)	\$ 65	\$ 65	\$ 65	65
Small Claims (Est. by Utah State Code):				
Up to \$2,000	60	60	60	60
\$2,001-\$7,499	100	100	100	100
\$7,500-\$10,000	185	185	185	185
Counterclaim up to \$2,000	50	50	50	50
Counterclaim \$2,001-\$7,499	70	70	70	70
Counterclaim \$7,500-\$10,000	120	120	120	120
Appeal	10	10	10	10
Police Report Copies:				
Resident	5	5	5	5
Or / Page (Whichever is Greater)	0.25	0.25	0.25	0.25
Non-Resident	15	15	15	15
Or / Page (Whichever is Greater)	0.25	0.25	0.25	0.25
Video Tape or CD / Copy	30	30	30	30
Processed Color Photo	25	25	25	25
Digital Color Photo Printout / Page	5	5	5	5
Fingerprinting:				
Resident	10	10	10	10
Non-Resident	25	25	25	25
False Alarm:				
Intrusion/Burglar (If > 3/Year) / Alarm	100	100	100	100
Duress/Hold-Up (If > 3/Year) / Alarm	100	100	100	100
Impact Fee:				
Residential / Unit	220	220	220	98
Non-Residential / Bldg. Sq. Ft. (1 ERU min)	0.045	0.045	0.045	-
Animal Shelter (Established by NUVAS)				
Dog License (Spayed or Neutered)	10	15	15	15
Dog License (Not Spayed or Neutered)	30	30	30	30

# PUBLIC WORKS



THE PUBLIC WORKS DEPARTMENT PROVIDES QUALITY SERVICES TO LEHI RESIDENTS THROUGH (1) STRONG LEADERSHIP, (2) EXCELLENT TECHNICAL SKILLS, AND (3) EXPERIENCED ADMINISTRATIVE SUPPORT. THE DEPARTMENT WILL MAINTAIN FACILITIES, PROPERTY, AND EQUIPMENT WHILE PROVIDING AN AESTHETICALLY PLEASING AND SAFE COMMUNITY.



**Provide safe and reliable infrastructure and facilities in order to support a family-centric community.**

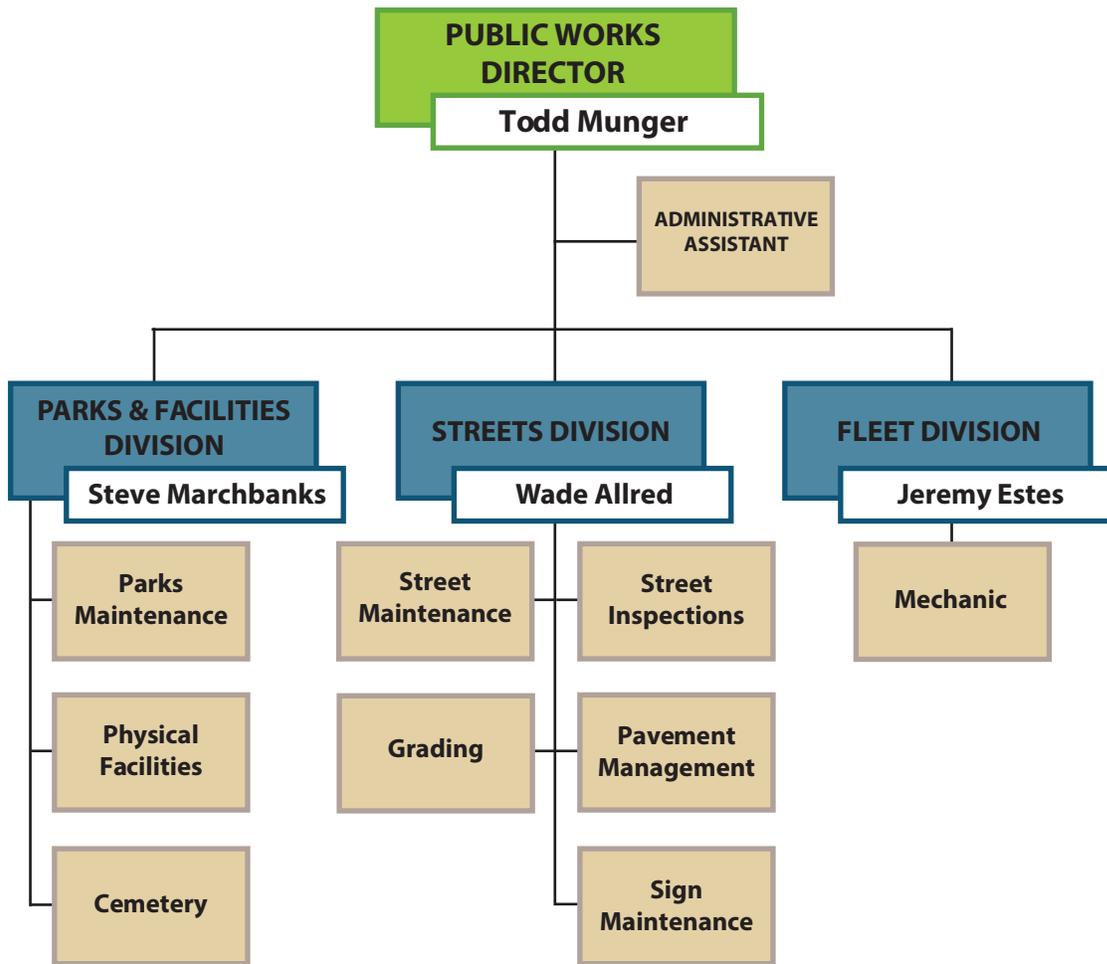
## DEPARTMENT DESCRIPTION

The Public Works Department is responsible for the general supervision of the Parks, Streets, and Fleet Divisions. This department is also responsible for the clerical services as well as long-range planning and short-term coordination among these divisions.

The Parks Division is responsible for the maintenance of all open recreation and leisure spaces and City buildings within Lehi. The division performs park improvements and maintenance, building improvements and janitorial services, public grounds maintenance, and cemetery service and maintenance. The Buildings and Facilities fund information can be found on page 185.

The Streets Division is responsible for the repair of streets, sidewalk, curbs, and gutters. It is also responsible for the removal of snow and ice from streets and roads in the winter.

The Fleet Division is responsible for the acquisition and maintenance of all City-owned vehicles. The Fleet Fund is an internal service fund that charges fees for each vehicle and the costs associated with maintenance of such vehicles. The revenue collected from these fees is intended to cover both the full operating and long-term capital costs of the services provided. A description of this fund is found on page 183.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	0.50	1.00
Parks (64)	24.50	30.50	30.00	33.00	35.00
Streets (61)	13.75	14.75	14.75	14.75	15.75
Fleet (64)	1.90	2.00	2.00	2.50	4.00
<b>TOTAL FTE</b>	<b>42.15</b>	<b>49.25</b>	<b>48.75</b>	<b>52.25</b>	<b>56.75</b>

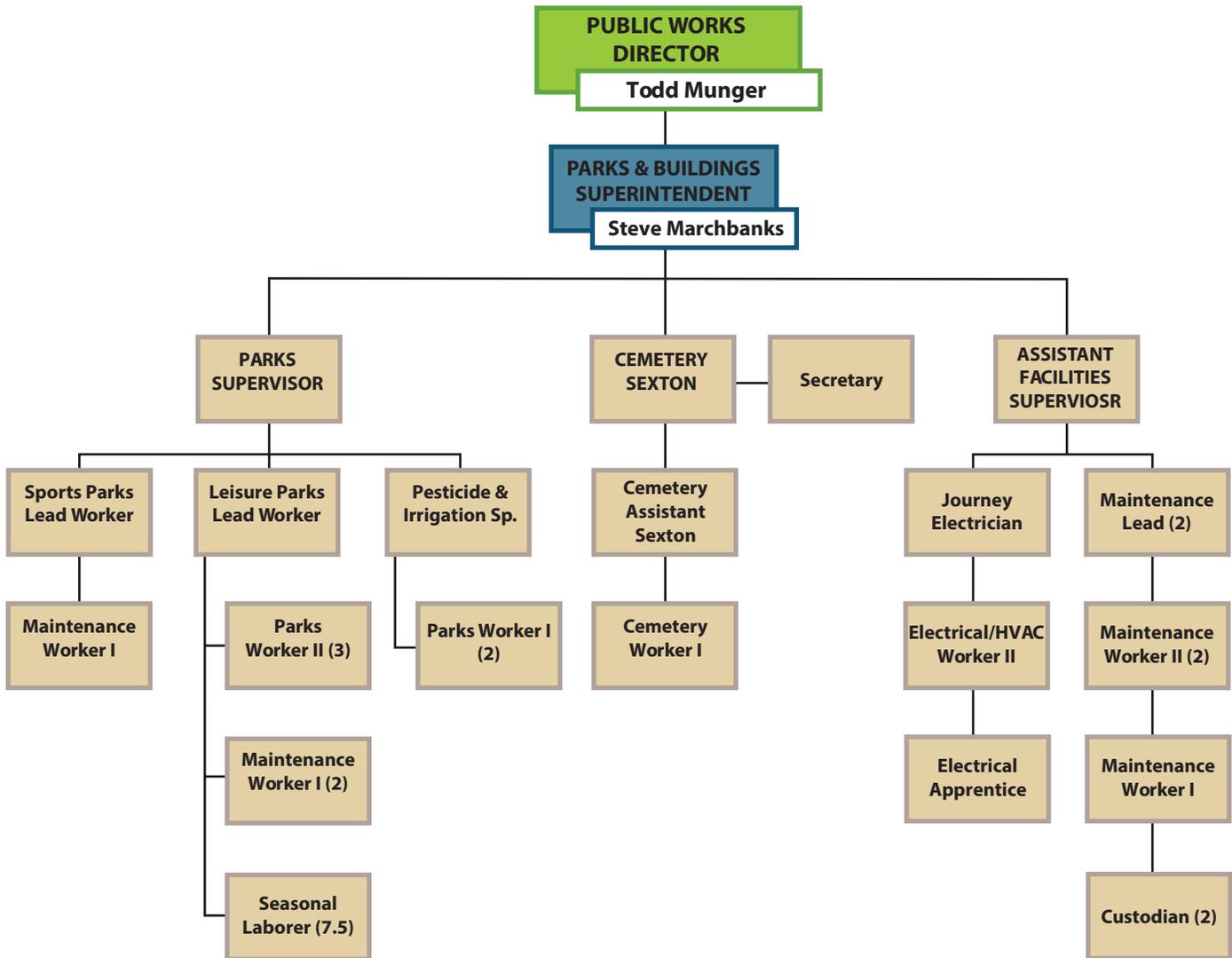
Detailed staffing information is found under each division description.

# PUBLIC WORKS ADMINISTRATION

GENERAL FUND - DEPT. DETAIL

<b>BUDGET INFORMATION</b>				
<b>DEPARTMENT 62</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 100,842	\$ 101,346	\$ 103,987	\$ 146,424
13 Employee Benefits	60,604	43,598	45,628	80,881
21 Books, Subscriptions, Memberships	612	990	-	-
23 Travel & Training	2,341	4,635	3,000	3,000
24 Office Supplies	295	210	2,600	2,600
25 Fleet Fund Charges	4,000	4,000	4,000	4,000
26 IT Fund Charges	6,000	6,000	6,000	6,000
27 Utilities	947	603	-	-
28 Equipment Maintenance	-	-	500	500
29 Risk Management Fund Charges	1,500	1,500	1,500	1,500
31 Professional & Technical	991	4,525	2,500	2,500
45 Miscellaneous	306	4,865	-	-
54 Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 178,438</b>	<b>\$ 172,272</b>	<b>\$ 169,714</b>	<b>\$ 247,405</b>

# PARKS



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-time:</b>					
Parks & Facilities Superintendent	1.00	1.00	1.00	1.00	1.00
Assistant Facilities Supervisor	-	-	-	-	1.00
Building Maintenance Lead Worker	1.00	1.00	1.00	2.00	2.00
Journey Electrician	1.00	1.00	1.00	1.00	1.00
Electrical Apprentice	-	-	-	-	1.00
Electrical/HVAC Worker II	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	2.00	2.00	2.00	2.00
Maintenance Worker I	1.00	-	-	-	1.00
Custodian	1.00	1.00	1.00	2.00	2.00
Parks Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Lead Worker	1.00	2.00	2.00	2.00	-
Parks Lead Worker	1.00	1.00	1.00	1.00	2.00
Pesticide Lead Worker	1.00	1.00	1.00	1.00	1.00
Parks Worker II	1.00	2.00	2.00	2.00	3.00
Parks Worker I	1.00	5.00	5.00	6.00	5.00
Cemetery Sexton	1.00	1.00	1.00	1.00	1.00
Cemetery Assistant Sexton	1.00	1.00	1.00	1.00	1.00
Cemetery Worker I	1.00	1.00	1.00	1.00	1.00
<b>Part-time benefited:</b>					
Secretary	0.50	0.50	0.50	0.50	0.50
Custodian	0.50	0.50	-	-	-
<b>Seasonal/Temporary:</b>					
Laborer	7.50	7.50	7.50	7.50	7.50
<b>TOTAL FTE</b>	<b>24.50</b>	<b>30.50</b>	<b>30.00</b>	<b>33.00</b>	<b>35.00</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Ensure that the city's parks, open space, public facilities, and cemetery are maintained at the highest levels of quality and efficiency.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Large Open Space hours/week	✓	29.5	34	35	35	35
Sports Fields hours/week	✓	27	42	40	42	40
Total Building Square Footage per FTE	✓	32,500	32,500	32,500	32,500	32,500
Total Cemetery Acres Maintained per FTE	✓	17	13	13	13	13

**BUDGET INFORMATION**

<b>DEPARTMENT 64 - PARKS MAINTENANCE</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 855,913	\$ 849,432	\$ 1,003,638	\$ 1,102,247
11 Overtime	26,887	37,476	20,000	20,000
13 Employee Benefits	304,809	321,889	373,689	412,200
14 Uniforms	4,259	4,683	5,030	5,030
23 Travel & Training	5,848	10,882	5,000	5,000
24 Office Supplies	2,303	2,653	2,000	2,000
25 Fleet Fund Charges	25,099	25,000	25,000	25,000
26 Buildings & Grounds O&M	155,880	115,534	75,000	75,000
27 Utilities	5,780	8,557	7,500	7,500
28 Equipment Maintenance	25,620	20,965	40,000	40,000
29 Risk Management Fund Charges	5,000	5,000	5,000	5,000
30 Electricity - Lehi City Power	47,980	50,875	48,000	48,000
31 Professional & Technical	696	730	125,000	165,500
32 IT Fund Charges	6,000	6,000	6,000	6,000
38 Tree Trimming	7,090	13,318	20,000	20,000
40 Park Pavilion & Playground Upgrades	-	-	20,000	20,000
45 Purchase of Trees	14,056	10,853	11,000	12,850
46 Miscellaneous	6,366	5,334	7,850	55,000
48 Park Maintenance	91,696	92,436	174,000	130,000
54 Capital Outlay	6,622	5,445	58,200	30,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,597,903</b>	<b>\$ 1,587,062</b>	<b>\$ 2,031,907</b>	<b>\$ 2,186,327</b>

<b>DEPARTMENT 51 - PHYSICAL FACILITIES</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 203,753	\$ 291,499	\$ 231,750	\$ 298,703
11 Overtime	5,282	5,032	-	-
13 Employee Benefits	84,043	112,597	97,375	100,786
14 Uniforms	2,489	751	3,400	3,400
23 Travel & Training	2,205	-	-	-
24 Office Supplies	638	-	1,500	1,500
25 Fleet Fund Charges	10,000	10,000	10,000	10,000
26 Buildings & Grounds O&M	221,848	127,337	125,000	125,000
27 Utilities	6,422	3,663	3,500	3,500
28 Equipment Maintenance	2,976	3,562	13,000	13,000
32 Risk Management Fund Charges	2,500	2,500	2,500	2,500
45 Building Beautification Expense	3,997	9,106	15,000	15,000
46 Miscellaneous	2,155	254	5,000	5,000
54 Capital Outlay	-	13,548	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 548,307</b>	<b>\$ 579,849</b>	<b>\$ 508,025</b>	<b>\$ 578,388</b>

DEPARTMENT 76 - CEMETERY	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 189,240	\$ 191,538	\$ 220,412	\$ 226,134
11 Overtime	2,964	4,146	3,500	3,500
13 Employee Benefits	70,585	81,393	100,161	107,989
14 Uniforms	667	1,256	1,000	1,000
21 Newspaper Expense	-	-	357	357
24 Office Supplies	677	1,082	2,000	2,000
25 Fleet Fund Charges	10,000	10,000	10,000	10,000
26 Cemetery Maintenance	32,455	31,069	21,000	24,000
27 Utilities	6,532	5,777	6,200	6,200
28 Equipment Maintenance	6,430	13,458	16,000	16,000
29 Risk Management Fund Charges	2,000	2,000	2,000	2,000
30 Electricity - Lehi City Power	3,027	3,353	3,000	3,000
31 Professional & Technical	1,040	1,000	5,000	5,000
32 IT Fund Charges	4,000	4,000	4,000	4,000
45 Purchase of Trees	833	714	1,000	8,500
46 Miscellaneous	4,280	215	5,000	5,000
54 Capital Outlay	-	7,144	20,500	25,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 334,730</b>	<b>\$ 358,145</b>	<b>\$ 421,130</b>	<b>\$ 449,681</b>

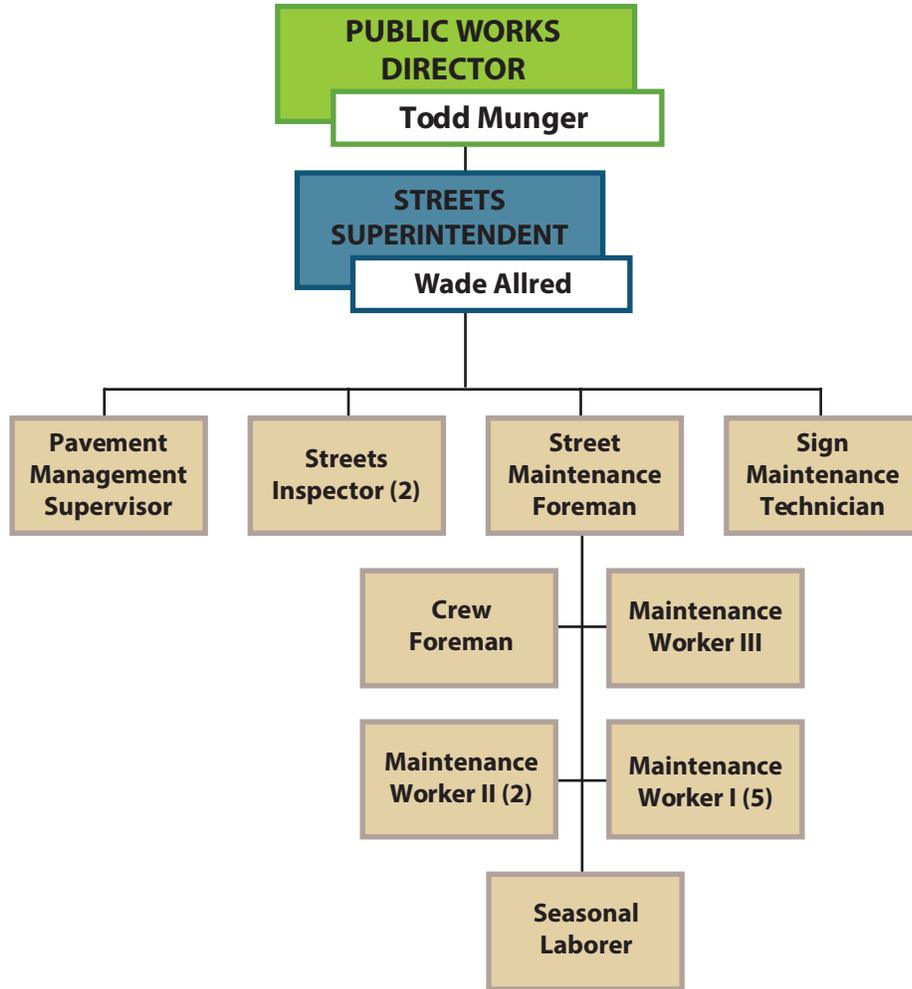
## FEES

DEPARTMENT 76 - CEMETERY	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		APPROVED FY 2017	
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
Spaces	\$1,100	\$ 550	\$1,100	\$ 550	\$1,100	\$ 550	\$ 550	\$1,100
Headstone setting	35	35	35	35	35	35	35	35
Interment:								
Adult	700	350	700	350	700	350	700	350
Infant	300	200	300	200	300	200	300	200
Cremation	300	200	300	200	300	200	300	200
+ on Saturdays and Holidays		250		250		250		250
Perpetual care spaces (all 8-space lots sold before 1950)		425		425		425		425
Title/Certificate transfer		50		50		50		50
Disinterment:								
With a standard vault		1,000		1,000		1,000		1,000
Without a vault		1,400		1,400		1,400		1,400
With an air-sealed vault		1,400		1,400		1,400		1,400

## FEES

DEPARTMENT 64 - PARKS MAINTENANCE	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		APPROVED FY 2017	
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
Pavilion Reservation:								
Allred Park / full day	\$ 80	\$ 55	\$ 80	\$ 55	\$ 80	\$ 55	80	55
Allred Park / half day	55	40	55	40	55	40	55	40
Bandwagon Park East / full day	55	40	55	40	55	40	55	40
Bandwagon Park East / half day	40	25	40	25	40	25	40	25
Bandwagon Park West / full day	55	40	55	40	55	40	55	40
Bandwagon Park West / half day	40	25	40	25	40	25	40	25
Outdoor Pool Park / full day	80	55	80	55	80	55	80	55
Outdoor Pool Park / half day	55	40	55	40	55	40	55	40
Wines Park #1 / full day	80	55	80	55	80	55	80	55
Wines Park #1 / half day	55	40	55	40	55	40	55	40
Wines Park #2 / full day	80	55	80	55	80	55	80	55
Wines Park #2 / half day	55	40	55	40	55	40	55	40
Wines Park #3 / full day	55	40	55	40	55	40	55	40
Wines Park #3 / half day	40	25	40	25	40	25	40	25
Wines Park #4 / full day	55	40	55	40	55	40	55	40
Wines Park #4 / half day	40	25	40	25	40	25	40	25
Olympic Park / full day	80	55	80	55	80	55	80	55
Olympic Park / half day	55	40	55	40	55	40	55	40
Special events maintenance fee / hour	150	125	150	125	150	125	150	125
Impact Fee:								
Residential / dwelling unit		2,600		2,600		2,600		2,600
Multi-family / dwelling unit		2,170		2,170		2,170		2,170

# STREETS



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-time:</b>					
Street Superintendent	1.00	1.00	1.00	1.00	1.00
Street Maintenance Foreman	1.00	1.00	1.00	1.00	1.00
Pavement Management. Supervisor	1.00	1.00	1.00	1.00	1.00
Street Inspector	**2.00	1.00	1.00	1.00	2.00
Crew Foreman	-	1.00	1.00	1.00	1.00
Sign Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Grading Supervisor	1.00	1.00	1.00	1.00	-
Street Maintenance Worker III	2.00	1.00	1.00	1.00	1.00
Street Maintenance Worker II	1.00	2.00	2.00	2.00	2.00
Street Maintenance Worker I	3.00	4.00	4.00	4.00	5.00
<b>Seasonal/Temporary:</b>					
Laborer	0.75	0.75	0.75	0.75	0.75
<b>TOTAL FTE</b>	<b>13.75</b>	<b>14.75</b>	<b>14.75</b>	<b>14.75</b>	<b>15.75</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Maintain the city's streets at the lowest reasonable cost to taxpayers and the highest level of quality and efficiency.

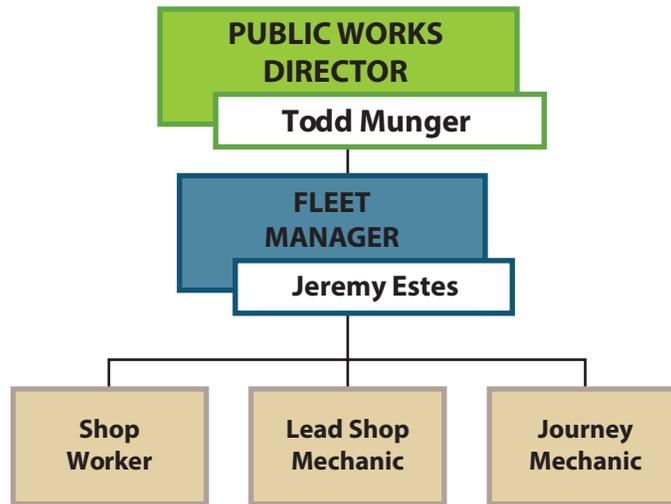
PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Actual FY Crack Seal Expenditure	✓	\$75,000	\$75,000	\$100,000	\$80,000	\$150,000
Actual FY Slurry Seal Expenditure	✓	\$102,000	\$102,000	\$120,000	\$140,000	\$150,000
Actual FY Reconstruction Expenditure	✓	\$120,000	\$120,000	\$110,000	\$750,000	\$200,000
Training Hours per FTE	✗	10	4.5	5	20	25
Lane Miles Maintained per FTE	✓	28.14	31	33	33	33
Times Street Swept (Annually)	✓	8	8	8	1.5	1
Road Maintenance Completed In-House (%)	✗	70%	68%	70%	45%	50%

## BUDGET INFORMATION

DEPARTMENT 61	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Expenditures:</b>				
10 Salaries & Wages	\$ 610,685	\$ 602,030	\$ 650,972	\$ 686,137
11 Overtime	40,583	35,235	35,000	35,000
13 Employee Benefits	325,706	338,871	345,374	432,138
14 Uniforms	6,175	6,339	7,000	7,000
21 Books, Subscriptions, & Memberships	150	-	200	200
23 Travel & Training	9,832	12,769	20,000	20,000
24 Office Supplies	3,140	1,374	5,500	5,500
25 Fleet Fund Charges	45,000	45,000	45,000	45,000
27 Utilities	5,223	5,351	5,000	5,000
28 Equipment Maintenance	10,319	8,661	15,000	15,000
29 Risk Management Fund Charges	10,000	10,000	10,000	10,000
30 Electricity - Lehi City Power	3,584	2,198	4,000	4,000
31 Professional & Technical	12,232	11,919	12,694	12,694
32 IT Fund Charges	8,000	8,000	8,000	8,000
45 Department Supplies	17,522	17,583	14,922	14,922
47-010 Street Signs	3,691	-	-	-
49 Landfill Closure/Post-closure	-	-	2,500	2,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,111,841</b>	<b>\$ 1,105,330</b>	<b>\$ 1,181,162</b>	<b>\$ 1,294,092</b>

<b>FEES</b>				
<b>DEPARTMENT 61</b>	<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
Road cut administration	\$ 100	\$ 100	\$ 100	\$ 100
Asphalt, concrete removal and repair				
Minimum base refundable fees:	2,000	2,000	2,000	2,000
Charge per sq. ft. for area >200 sq. ft.	10	10	10	10
Charge per sq. ft. for sidewalk	20	20	20	20
Charge per linear ft. or curb	20	20	20	20
Impact Fee:				
Residential / unit	1,435	1,435	1,435	1,163
Industrial / building sq. ft.	0.20	0.20	0.20	-
All other uses / building sq. ft.	0.988	0.988	0.988	-

## FLEET



<b>POSITION</b>	<b>ACTUAL FY 2013</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ACTUAL FY 2016</b>	<b>PLANNED FY 2017</b>
<b>Full-time:</b>					
Fleet Manager	1.00	1.00	1.00	1.00	1.00
Lead Shop Mechanic	0.90	1.00	1.00	1.00	1.00
Journey Mechanic, Small Engines	-	-	-	-	1.00
<b>Part-time Non-Benefited:</b>					
Shop Worker	-	-	-	0.50	1.00
<b>FLEET TOTAL</b>	<b>1.90</b>	<b>2.00</b>	<b>2.00</b>	<b>2.50</b>	<b>4.00</b>

Details on the Fleet Division operational revenue and expenditures can be found under the Internal Service Funds on page 183.

# NON-DEPARTMENTAL

<b>BUDGET INFORMATION</b>				
<b>DEPARTMENT 80</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>Expenditures:</b>				
27 Utilities	\$ 256,184	\$ 275,976	\$ 125,000	\$ 135,000
31 Credit Card Charges	18,685	21,319	20,000	20,000
60-001 Business License Study	12,800	-	-	-
60-002 Document Imaging	11,832	-	30,000	30,000
60-005 Contribution to Fleet Fund	535,000	900,000	900,000	400,000
60-006 Contributions to Museum	186,875	-	-	-
60-008 Employee Appreciation	23,940	26,965	25,000	25,000
60-011 Contribution to Legacy Center	1,671,348	1,597,132	2,039,163	2,179,241
60-012 Museum Project Thanksgiving PT	50,000	50,000	50,000	100,000
60-013 Cont. to Chamber of Commerce	-	22,000	20,000	22,000
60-014 Fox Hollow Golf Course	285,549	320,670	275,000	275,000
60-015 Contingency	64,395	30,004	100,000	100,000
60-017 MAG Contribution	28,494	31,236	25,000	25,000
60-018 Branding	9,616	8,618	20,000	20,000
60-019 Mayor/Council Special Projects	11,201	52,279	50,000	50,000
60-020 Contribution to IT Fund	225,000	225,000	225,000	225,000
60-021 Contribution to Capital Projects Fund	1,800,000	2,100,396	1,220,567	1,825,510
60- Contribution to Capital Projects Fund	-	-	300,000	300,000
60-024 Intergovernmental Relations	26,500	62,500	50,000	50,000
60-026 Employee Wellness	6,270	2,802	10,000	60,000
60-029 UVSSD Dispatch Costs	326,229	319,538	663,332	663,332
60- Contributions to Building/Grounds Fund	-	250,000	-	366,934
60- 911 Fees Pass-through to UVDSSD	-	338,196	-	-
60- Contribution to Garbage Fund	-	245,000	-	-
60-031 City-Wide Survey	9,730	-	-	-
60-034 Youth Council	-	-	5,000	5,000
60-035 Information Fair	7,061	4,929	10,000	10,000
60- Market Adjustment	-	-	-	250,000
30-036 VIPS	-	4,999	5,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,566,709</b>	<b>\$ 7,498,331</b>	<b>\$ 6,168,062</b>	<b>\$ 7,142,017</b>

# CLASS "C" ROADS FUNDS

## FUND DESCRIPTION

The Class "C" Roads Fund was established through the State of Utah to provide assistance to counties and municipalities for the improvement of roads. The revenue comes from the Utah Department of Transportation (UDOT) through the State's excise tax on fuel purchases. The amount received is determined by the miles of roads and sidewalks in Lehi, which is assessed each calendar year, and the City's population.

For more information on how the Class "C" Roads Fund is used, see the Public Works Department section on page 118 and the Non-Routine Capital Budget Summary on pages 49-53.

## BUDGET INFORMATION

FUND 11	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Capital Revenues:</b>				
10 Class C Road Allotment	\$ 1,513,953	\$ 1,592,893	\$ 1,580,000	\$ 1,600,000
20 Re-Appropriation of Class Balance	-	-	264,500	726,500
30 Interest Earnings	2,115	2,353	8,500	8,500
<b>TOTAL REVENUES</b>	<b>\$ 1,516,068</b>	<b>\$ 1,595,246</b>	<b>\$ 1,853,000</b>	<b>\$ 2,335,000</b>
<b>Capital Expenditures:</b>				
09-001 Debt Service Payment	\$ -	\$ -	\$ -	
09-010 Road Maintenance	923,845	1,028,217	1,000,000	1,050,000
10-002 Snow Removal & Salt	47,818	95,573	100,000	100,000
12-001 Striping	106,750	126,924	175,000	175,000
14-001 Concrete Saw	25,975	-	-	
14-002 Landfill	122,092	-	-	
14-003 Tractor/Brush Mower	59,462	-	-	
14-004 Traffic Control Devices	50,087	-	-	
14-005 Stump Grinder	14,349	-	-	
15-001 600 N Curb & Gutter Project	-	-	150,000	-
15-002 850 E Spring Creek Reconstruction	-	56,841	-	-
15- Ashton Boulevard	-	-	-	400,000
15 - Traffic Signal 3200 N. & 1200 E.	-	-	-	510,000
15-004 10-Wheeled Snow Plow	-	184,355	-	-
15-005 Front End Loader	-	193,000	-	-
15-006 Equipment Rental	-	718	50,000	50,000
16-001 2300 West Overlay	-	-	160,000	-
16-002 Salt Bed Racks	-	-	168,000	-
16-003 Street Signs	-	-	50,000	50,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,350,378</b>	<b>\$ 1,685,628</b>	<b>\$ 1,853,000</b>	<b>\$ 2,335,000</b>
<b>CAPITAL SURPLUS (DEFICIT)</b>	<b>\$ 165,690</b>	<b>\$ (90,382)</b>	<b>\$ -</b>	<b>\$ -</b>

# LIQUOR ALLOTMENT FUND

## FUND DESCRIPTION

The Liquor Allotment Fund was established through the State of Utah to provide assistance to municipalities for the enforcement of alcohol-impaired driving. The revenue comes from the Utah Alcoholic Beverage Control Administration through the State's excise tax on liquor purchases. The amount received is determined by the amount of the tax collected in Lehi.

For more information on how the Liquor Allotment Fund is used, see the Police Department section in pages 112-117.

## BUDGET INFORMATION

FUND 12	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Capital Revenues:</b>				
36-20 Liquor Fund Allotment	\$ 43,616	\$ 48,067	\$ 44,000	\$ 44,000
36-30 Re-appropriate Fund Balance	-	-	27,500	-
<b>TOTAL REVENUES</b>	<b>\$ 43,616</b>	<b>\$ 48,067</b>	<b>\$ 71,500</b>	<b>\$ 44,000</b>
<b>Capital Expenditures:</b>				
50-10 Wages - DUI Enforcement	\$ 38,329	\$ 14,115	\$ 13,000	\$ 13,000
50-13 Employee Benefits	5,287	3,662	3,500	3,500
50-45 Miscellaneous	-	30,290	55,000	27,500
36-30 Fund Balance	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 43,616</b>	<b>\$ 48,067</b>	<b>\$ 71,500</b>	<b>\$ 44,000</b>

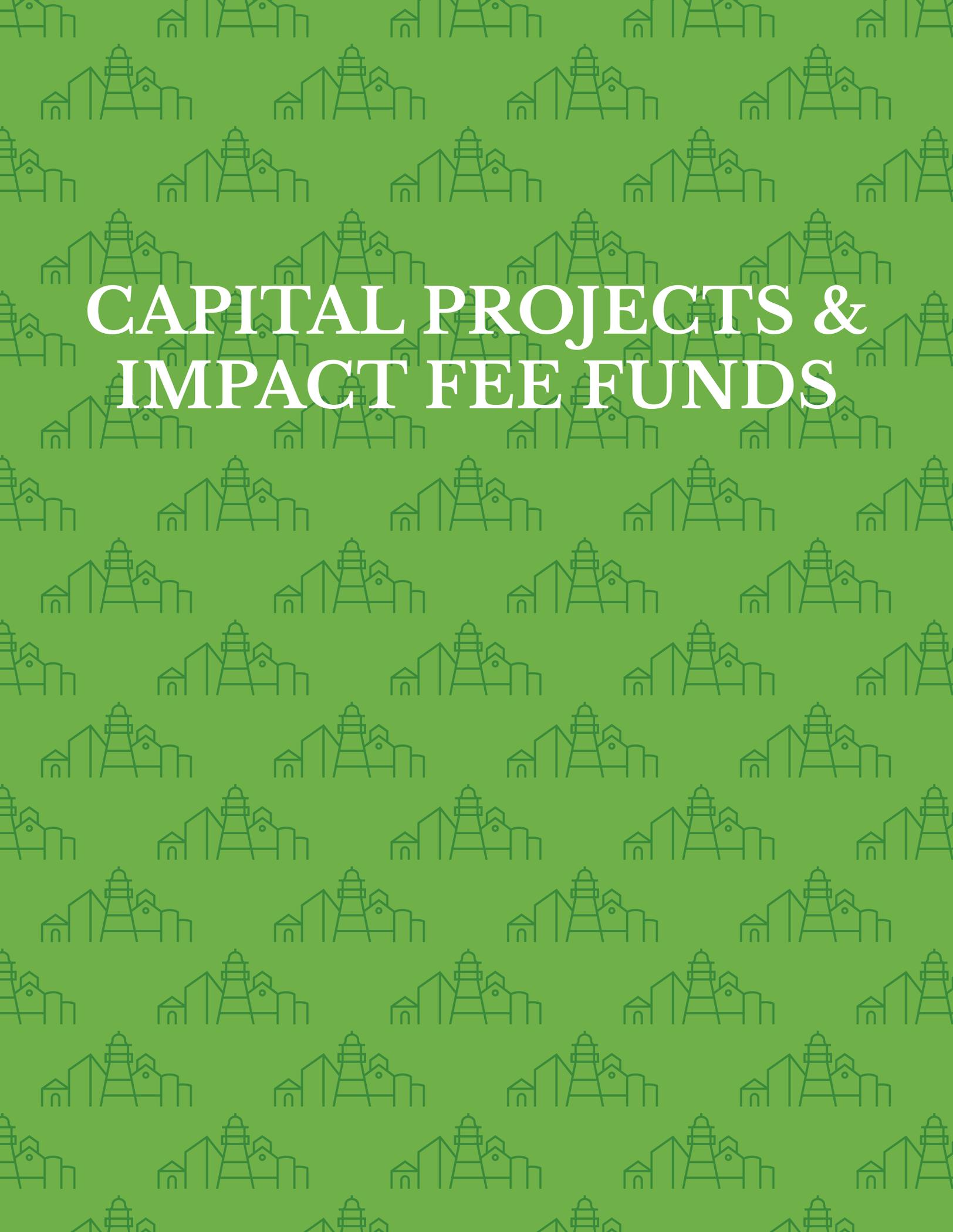
# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

## FUND DESCRIPTION

The CDBG program is federally awarded program that provides grants for local community development activities. CDBG funds can be used for affordable housing, anti-poverty programs, and infrastructure development. The city prioritizes projects and improvements to determine how to use these funds. Each year there is a public hearing to allow public comment on how these funds are distributed.

## BUDGET INFORMATION

FUND 13	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>Revenues:</b>				
Interest Income	\$ -	\$ -	\$ -	\$ -
CDBG	-	-	400,000	230,000
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 230,000</b>
<b>Expenditures:</b>				
Pressurized Irrigation Improvements	\$ -	\$ -	\$ 400,000	\$ 230,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 230,000</b>



# CAPITAL PROJECTS & IMPACT FEE FUNDS

# CAPITAL PROJECTS FUND

## FUND DESCRIPTION

The Capital Projects Fund accounts for funds that are used as the financial resources for the acquisition or construction of major capital projects. More information on the Capital Projects Budget can be found on page 44.

<b>BUDGET INFORMATION</b>				
<b>FUND 32</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>36 Miscellaneous Revenues:</b>				
10 Interest Income	\$ 4,875	\$ 13,785	\$ 500	\$ 500
20 Miscellaneous	-	-	-	-
30 Appropriation from Fund Balance	1,500,000	-	1,220,567	-
31 Sales Tax	429,500	429,500	429,500	429,500
<b>38 Contributions &amp; Transfers:</b>				
10 Transfer from General Fund	300,000	2,100,396	300,000	2,125,510
15 Bond Proceeds	7,210,000	-	-	-
20 Sale of fixed assets	-	163,704	-	-
<b>TOTAL CAPITAL REVENUES</b>	<b>\$ 9,444,375</b>	<b>\$ 2,707,385</b>	<b>\$ 1,950,567</b>	<b>\$ 2,555,510</b>
<b>40 Miscellaneous Expenditures:</b>				
10-000 Land & Easements	\$ 157,307	\$ -	\$ -	\$ -
<b>70 Capital Expenditures:</b>				
70-100 Debt Service - Cabela's	377,863	377,863	386,448	427,500
70-104 Debt Service - Refunding	7,094,154	-	-	-
70-108 Bond Costs	77,920	4,504	2,500	2,500
70-111 Pavilion Upgrades	13,238	15,471	-	-
70-112 Mid-Size Tractor	30,775	32,000	-	-
70-113 Veterans Park Backstop	69,365	-	-	-
70-114 Veterans Park LED Sign	4,000	20,000	-	-
70-115 2-Ton Truck	85,843	-	-	-
70-116 Infant Cemetery	68,928	-	-	-
70-117 Parking Lot Improvements	54,187	-	-	-
70-118 New Ambulance	178,678	-	-	-
70-119 Public Works Fencing	50,000	-	-	-
70-121 Material Handling Facility	40,000	-	-	-
70-122 Public Works Office	7,197	-	-	-
70-123 Fleet Building	250,000	-	305,000	-
70-124 City Hall Building Build-Out	116	-	-	-
70-125 Facilities Master Plan	86,190	-	-	-
70-126 4-Post Small Equipment	5,675	-	-	-
70-127 Zero Turn Mower & Bag Unit	2,568	-	-	-
70-128 Two Toughbook Laptops	6,902	-	-	-
70-129 Engineering Equipment	9,709	-	-	-
70-131 Library Software Separation	43,275	-	-	-

## BUDGET INFORMATION (CONT.)

FUND 32	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
70-132 Library Automatic Check-In	13,617	-	-	-
70-133 Senior Center Outside Lettering	3,152	-	-	-
70-134 Legal Paperless Project	7,219	-	-	-
70-135 HRIS Software Project	6,600	-	-	-
70-136 Parks ATV	7,122	-	-	-
70-137 Parks Overseeder	14,525	-	-	-
70-138 800 MHZ Portable Radios	-	-	86,410	-
70-142 Website Upgrades & Re-Design	-	-	15,000	-
70-143 X-Series Manual Monitor/Defib.	29,760	-	-	-
70-145 Structural Firefighting Gear	-	-	28,450	-
70-146 Parks Irrigation Truck	-	-	50,000	-
70-147 Wines Park Playground Replacement	-	-	-	-
70-148 Bandwagon Park Playground Replacement	-	-	140,000	-
70-150 Main Street Reconstruction	31,220	-	-	-
70-161 City Council Streaming Videos	-	-	15,000	-
70-162 CERT Trailer	-	-	15,000	-
70-163 Edraulic Extrication Equipment	-	-	20,629	-
70-164 Station 82 Concrete	-	-	60,130	-
70-165 GPS Unit	-	-	28,000	-
70-166 Library/Literacy Area Remodel	-	-	23,000	23,000
70-167 Remodel Bank Building	-	-	200,000	-
70-168 Veterans Honor Wall	-	-	10,000	-
70-169 Infield Surfaces at Sports Park	-	-	25,000	-
70-170 Sidewalks	288,460	-	300,000	300,000
70-175 Storage Canopy	-	-	45,000	-
70-176 Centennial Park Playground	-	-	90,000	-
70-177 Trencher	-	-	15,000	-
70-178 Pioneer Sculpture - Legacy Park	-	-	80,000	-
70-179 Club Car & Equipment Fox Hollow	-	-	10,000	-
70-180 Seal Coat & Fog Seal for Roads	-	-	-	47,500
70-181 Generator for Legacy Center	-	-	-	85,000
70-182 Addt'l Shelving & Rearrangement	-	-	-	81,437
70-183 New Roof on 99 W Main Building	-	-	-	38,573
70-184 Public Works Campus Build Out	-	-	-	700,000
70-185 Snow Plow (2)	-	-	-	250,000
70-186 Traffic Signals @ Thanksgiving Point	-	-	-	600,000
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 2,134,794</b>	<b>\$ 449,838</b>	<b>\$ 1,950,567</b>	<b>\$ 2,555,510</b>
<b>CAPITAL SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ 2,257,547</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL PROJECTS/IMPACT FEES

# IMPACT FEE FUNDS

## FUND DESCRIPTION

Impact fees are charges for services that are imposed on new construction in order to support specific new demands on a given service (e.g. transportation, schools, parks, and fire protection). The budget information in these funds details how the fees collected are used to provide necessary services.

## FIRE IMPACT FEES

FUND 46	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Capital Revenues:</b>				
10 Interest Income	\$ 4,285	\$ 3,461	\$ 1,000	\$ 1,000
20 Fire Impact Fees	495,785	510,232	400,000	400,000
<b>37 Other Revenues:</b>				
10 Fund balance appropriation	-	-	-	1,050,000
20 Bond proceeds	-	-	-	4,599,000
<b>TOTAL CAPITAL REVENUES</b>	<b>\$ 500,070</b>	<b>\$ 513,693</b>	<b>\$ 401,000</b>	<b>\$ 6,050,000</b>
<b>70 Capital Expenditures:</b>				
70-001 Reserves	\$ -	-	\$ 271,000	-
70-100 Future Fire Station	1,146,030	2,409	-	-
70-101 Fire Station 83 Design	-	-	130,000	5,000,000
70-102 Fire Apparatus	-	-	-	1,050,000
70-700 Capital & Impact Fee Study	20,000	-	-	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 1,146,030</b>	<b>\$ 2,409</b>	<b>\$ 401,000</b>	<b>\$ 6,050,000</b>
<b>CAPITAL SURPLUS (DEFICIT)</b>	<b>\$ (645,960)</b>	<b>\$ 511,284</b>	<b>\$ -</b>	<b>\$ -</b>



# PARKS IMPACT FEES

FUND 47	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Capital Revenues:</b>				
10 Interest Income	\$ 27,879	\$ 26,977	\$ 30,000	\$ 30,000
20 Park Impact Fees	1,798,410	1,773,690	2,050,000	2,050,000
30 Reappropriation of Fund Balance	-	-	7,309,774	3,200,000
37-10 GO Bond Proceeds	-	-	-	29,090,000
37-20 Utah State Parks Grant	-	177,075	-	-
40 Developer Contributions	-	433,700	-	-
<b>TOTAL CAPITAL REVENUES</b>	<b>\$ 1,826,289</b>	<b>\$ 2,411,442</b>	<b>\$ 9,389,774</b>	<b>\$ 34,370,000</b>
<b>70 Capital Expenditures:</b>				
70-100 Peck Property	\$ 393,176	\$ 338,507	\$ 4,230,000	\$ 4,230,000
70-120 Thanksgiving Point Trails	-	23,447	-	-
70-125 Veterans Park	-	4,000	-	-
70-101 Traverse Mountain Park	13,566	942,950	-	-
70-102 Herbicide Holding Bay	-	148,450	30,000	-
70-103 Ivory Ridge Park	-	15,154	1,770,339	-
70-104 North Lake Park Upgrade	127,829	2,190	-	-
70-105 Olympic Park Upgrade	-	241,753	-	-
70-106 Jordan Narrows Park	6,898	1,747	-	-
70-107 Parking Lot Upgrade & Trail	96,160	-	-	-
70-108 Parking Lot Veterans Ballpark	-	19,833	-	-
70-109 Spring Creek Park	-	9,142	701,225	-
70-111 Net for Veterans Ballpark Tower	-	17,640	-	-
70-112 Forrest-Mellor Park	-	28,882	1,800,000	27,200,000
70-112 Spring Creek Path	-	-	-	100,000
70-113 Skate Park/Bike Park	-	-	500,000	-
70-114 Sulphur Springs Park	-	-	140,000	-
70-115 2nd Traverse Mountain Park	-	-	30,000	-
70-117 Shadow Ridge	-	-	-	1,840,000
70-118 Monument Park	-	-	-	1,000,000
70-130 Dry Creek	-	271,639	50,000	-
70-150 Parks Master Plan	3,180	42,784	-	-
70-170 Rail Trail	6,000	5,980	-	-
70-180 Up-Sizing Trails	67,096	109,186	138,210	-
70-191 Park Property Purchase	-	3,030,224	-	-
70-700 Capital & Impact Fee Study	-	3,200	-	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 852,257</b>	<b>\$ 5,256,708</b>	<b>\$ 9,389,774</b>	<b>\$ 34,370,000</b>
<b>CAPITAL SURPLUS (DEFICIT)</b>	<b>\$ 974,032</b>	<b>\$ (2,845,266)</b>	<b>\$ -</b>	<b>\$ -</b>

# POLICE IMPACT FEES

FUND 48	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Capital Revenues:</b>				
10 Interest Income	\$ 1,383	\$ 3,714	\$ 500	\$ 500
20 Police Impact Fees	236,384	226,882	250,000	250,000
30 Re-Appropriation of Fund Balance	-	-	349,500	
<b>TOTAL CAPITAL REVENUES</b>	<b>\$ 237,767</b>	<b>\$ 230,596</b>	<b>\$ 600,000</b>	<b>\$ 250,500</b>
<b>70 Capital Expenditures:</b>				
70-700 Capital & Impact Fee Study	-	2,362	-	-
70-001 Reserves	-	-	-	250,500
70-101 Office Expansion	-	-	600,000	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 2,362</b>	<b>\$ 600,000</b>	<b>\$ 250,500</b>
<b>CAPITAL SURPLUS (DEFICIT)</b>	<b>\$ 237,767</b>	<b>\$ 228,234</b>	<b>\$ -</b>	<b>\$ -</b>



# ROAD IMPACT FEES

FUND 49	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Capital Revenues:</b>				
10 Interest Earnings	-	\$ 3,174	-	-
20 Road Impact Fees	\$ 2,230,290	\$ 2,129,311	\$ 2,000,000	\$ 2,000,000
30 Reappropriate Fund Balance	-	-	-	560,000
40 Contribution from Developers	-	-	2,320,000	2,200,000
<b>TOTAL CAPITAL REVENUES</b>	<b>\$ 2,230,290</b>	<b>\$ 2,132,485</b>	<b>\$ 4,320,000</b>	<b>\$ 4,760,000</b>
<b>70 Capital Expenditures:</b>				
70-001 Reserves	\$ -	\$ -	\$ 540,000	-
70-050 Impact Fee Refunds	139,740	-	-	-
70-100 2300 West Project	184,775	-	-	-
70-130 Streets Widening	168,861	493,432	600,000	300,000
70-115 Signals	-	-	200,000	300,000
70-104 Accel/Decel at SR-92 & 500 West	-	-	120,000	120,000
70-105 2300 West at North Pointe Elementary	105,242	-	-	-
70-106 Traverse Blvd TRAX Crossing & Road	-	5,837	400,000	400,000
70-107 Triumph (Frontage Road to TRAX)	-	1,527,776	60,000	120,000
70-108 Center Street 1700 North to 2600 North	-	2,973	240,000	500,000
70-110 1450 North Dry Creek	293	-	-	-
70-109 600 East North of Dry Creek	-	-	50,000	550,000
70-111 Jordan Willows Connection Road	-	-	210,000	270,000
70-112 Center Street & SR92	-	-	2,200,000	2,200,000
70-195 Master Plan & Impact Fee Analysis	55,245	24,076	-	-
70-170 2100 North Frontage Relocation	600,000	-	-	-
70-171 I-15/SE Frontage Relocation	460,720	-	-	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 1,850,000</b>	<b>\$ 2,054,094</b>	<b>\$ 4,620,000</b>	<b>4,760,000</b>
<b>CAPITAL SURPLUS (DEFICIT)</b>	<b>\$ 1,115,414</b>	<b>\$ 78,391</b>	<b>\$ (300,000)</b>	<b>\$ -</b>

# CULINARY IMPACT FEES

<b>IMPACT FEE INFORMATION</b>				
<b>FUND 71 - CULINARY IMPACT FEE</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>37 Capital Revenues:</b>				
10 Interest Income	\$ 4,986	\$ 8,345	\$ 25,000	\$ 25,000
30 Re-Appropriation of Fund Balance	-	-	135,000	-
40 Contributions from Developers	310,800	-	2,100,000	1,550,000
50 Water Impact Fees	-	1,710,984	1,500,000	1,500,000
<b>TOTAL FUND REVENUES</b>	<b>\$ 1,683,989</b>	<b>\$ 1,719,329</b>	<b>\$ 3,760,000</b>	<b>3,075,000</b>
<b>50 Capital Expenses:</b>				
00-100 Impact Fee Refund	\$ -	\$ -	\$ -	\$ -
09-002 Pipe Oversizing	1,523	192,854	60,000	70,000
10-002 Grays Well	174,380	7,537	-	-
10-004 Alpine Springs	78,755	-	-	-
11-003 Master Plan & Impact Fee Study	1,120	-	-	-
10-005 TM/Micron Well	127,035	-	-	-
14-001 Spring Line to Low Hills Tank	32,495	11,438	50,000	-
14-002 Upper Lows Tank	988,870	39,018	-	-
14-003 Mitchell Hollow Well	22,593	2,322,648	1,500,000	100,000
15-001 Traverse Booster with Piping	-	151,230	50,000	-
15-002 Sandpit Well	-	1,412,237	700,000	-
15-003 Pilgrims Well Conversion	-	-	-	-
16-001 CWP Connection near Redwood Road	-	-	700,000	50,000
16-002 Traverse Source	-	-	100,000	100,000
16-003 West Side Facilities	-	-	600,000	1,400,000
50-001 Reserves	-	-	-	1,355,000
<b>TOTAL FUND EXPENSES</b>	<b>\$ 1,426,771</b>	<b>\$ 4,136,962</b>	<b>\$ 3,760,000</b>	<b>\$ 3,075,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 257,218</b>	<b>\$ (2,417,633)</b>	<b>\$ -</b>	<b>\$ -</b>

# WASTE WATER IMPACT FEES

<b>IMPACT FEE INFORMATION</b>				
<b>FUND 72 - WASTE WATER IMPACT FEE</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>37 Capital Revenues:</b>				
10 Interest Income	\$ 5,851	\$ 701	\$ 10,000	\$ 10,000
30 Re-Appropriate Fund Balance	-	-	260,000	-
40 Contributions from Developers	-	1,033,000	200,000	200,000
50 Sewer Impact Fees	493,608	688,473	400,000	400,000
<b>TOTAL FUND REVENUES</b>	<b>\$ 499,459</b>	<b>\$ 1,722,174</b>	<b>\$ 870,000</b>	<b>\$ 610,000</b>
<b>50 Capital Expenses:</b>				
09-002 Oversizing Pipe	305,621	386,540	120,000	120,000
09-003 Jordan River Sewer Expansion	1,726,003	-	-	-
11-005 1700 West Sewer Expansion	5,981	348,164	50,000	-
15-001 Camp Williams Sewer	-	1,757,072	500,000	-
15-002 Bull River Sewer Extension	-	-	-	-
16-001 West Side Facilities	-	-	200,000	190,000
50-001 Reserves	-	-	-	300,000
<b>TOTAL FUND EXPENSES</b>	<b>\$ 2,037,605</b>	<b>\$ 2,491,776</b>	<b>\$ 870,000</b>	<b>\$ 610,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ (1,538,146)</b>	<b>\$ (769,602)</b>	<b>\$ -</b>	<b>\$ -</b>

# POWER IMPACT FEES

CAPITAL PROJECTS/IMPACT FEES

IMPACT FEE INFORMATION				
FUND 73 - POWER IMPACT FEES	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>37 Capital Revenues:</b>				
10 Interest Income	\$ 29,534	\$ 20,523	\$ 35,000	\$ 35,000
30 Re-Appropriation of Fund Balance	-	-	-	2,945,000
45 Bond Proceeds	-	-	-	10,000,000
50 Electric Impact Fees	3,897,634	3,469,558	3,000,000	3,000,000
<b>TOTAL CAPITAL REVENUES</b>	<b>\$ 3,927,168</b>	<b>\$ 3,490,081</b>	<b>\$ 3,035,000</b>	<b>\$ 15,980,000</b>
<b>50 Capital Expenditures:</b>				
11-010 Master Plan	46,404	79,840	-	-
14-001 Bull River Substation	10,245	-	200,000	-
16-001 Generation Air Permit	-	-	35,000	-
16-002 System Generation Pipeline	-	-	800,000	-
17-001 Internal Generation	-	-	-	10,000,000
17-002 West Side Subdivision	-	-	-	2,690,000
17-003 Spring Creek Substation	-	-	-	2,490,000
17-004 1300 East Tie	-	-	-	400,000
17-005 Ashton 6-21 & 6-22 Line Extension	-	-	-	400,000
50-002 Reserves	-	-	2,000,000	-
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 56,649</b>	<b>\$ 79,840</b>	<b>\$ 3,035,000</b>	<b>\$ 15,980,000</b>
<b>CAPITAL SURPLUS / (DEFICIT)</b>	<b>\$ 3,870,519</b>	<b>\$ 3,410,241</b>	<b>\$ -</b>	<b>\$ -</b>



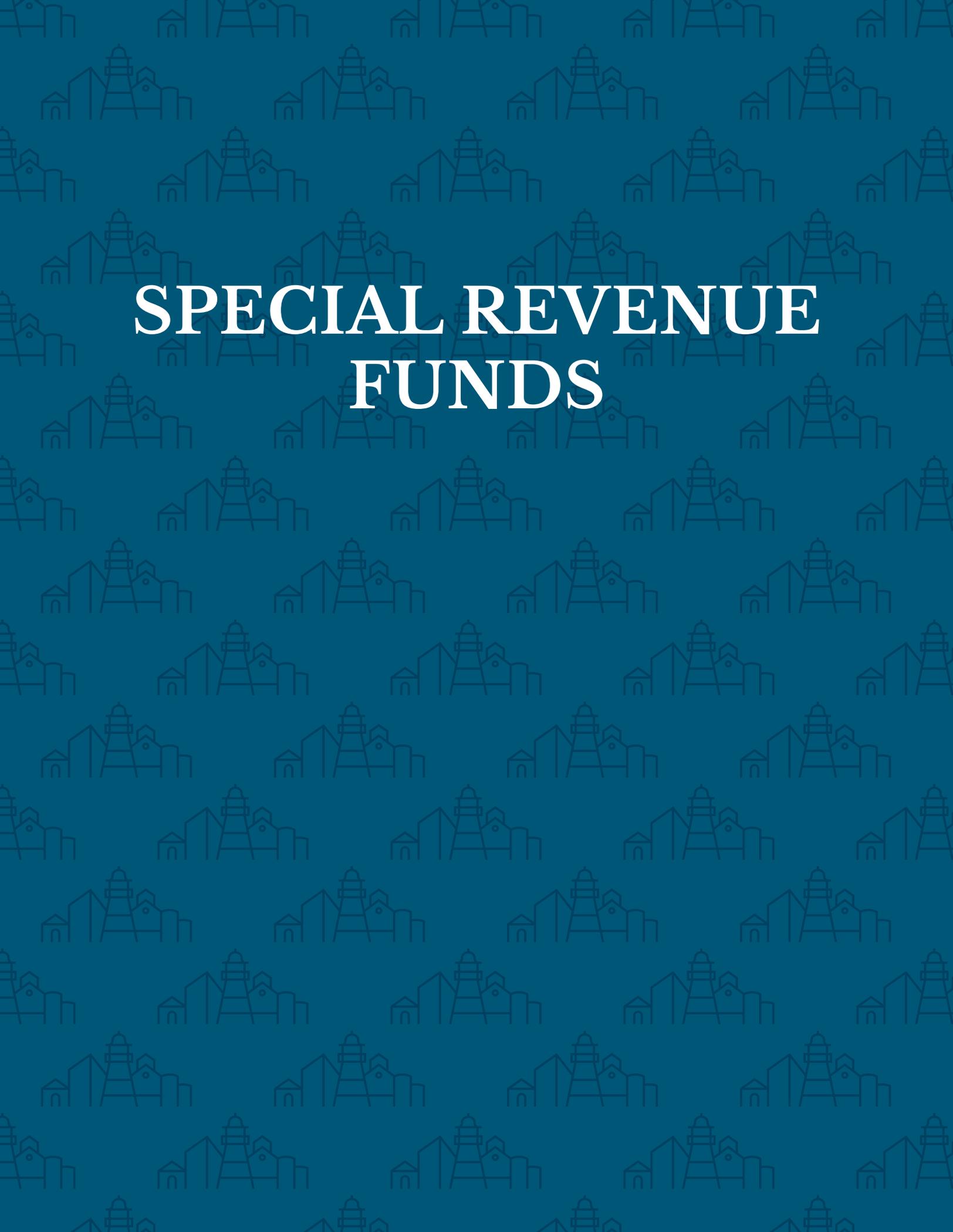
# PRESSURIZED IRRIGATION IMPACT FEES

<b>IMPACT FEE INFORMATION</b>				
<b>FUND 75 - P.I. IMPACT FEE</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>37 Capital Revenues:</b>				
10 Interest Income	\$ 3,123	\$ -	\$ 25,000	\$ 25,000
30 Appropriated Fund Balance	-	-	455,000	-
40 Contributions from Developers	303,042	-	1,350,000	1,650,000
50 PI Impact Fees	953,833	953,833	1,350,000	1,350,000
<b>TOTAL FUND REVENUES</b>	<b>\$ 727,581</b>	<b>\$ 953,833</b>	<b>\$ 3,180,000</b>	<b>\$ 3,025,000</b>
<b>50 Capital Expenses:</b>				
00-001 Impact Fee Refund	\$ 24,000	\$ -	\$ -	\$ -
09-001 Pipe Oversizing	94,922	316,003	70,000	90,000
09-002 Vibbert Well	123,489	15,000	-	-
10-003 Sandpit Reservoir	-	661,439	-	-
13-003 2300 West Bridge	61,657	-	-	-
16-001 Low Hills Expansion & Piping	-	-	350,000	350,000
16-002 West Side PI Facilities	-	-	600,000	1,300,000
16-003 Jordan River Pump Station & Piping	-	-	280,000	280,000
16-004 Jordan River Well	-	575,366	230,000	25,000
16-005 Dry Creek Reservoir & Piping	-	-	1,000,000	100,000
14-001 Upper Low Hills Reservoir	423,443	39,288	-	-
15-001 Traverse Booster with Piping	-	22,000	350,000	350,000
15-002 Railroad Well & Piping	-	-	300,000	250,000
17-001 Jordan River Reservoir & Well	-	-	-	230,000
50-001 Reserves	-	-	-	50,000
<b>TOTAL FUND EXPENSES</b>	<b>\$ 727,581</b>	<b>\$ 1,629,096</b>	<b>\$ 3,180,000</b>	<b>\$ 3,025,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 532,417</b>	<b>\$ (675,263)</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL PROJECTS/IMPACT FEES

# STORM DRAIN IMPACT FEES

<b>IMPACT FEE INFORMATION</b>				
<b>FUND 77 - STORM DRAIN IMPACT FEES</b>	<b>ACTUAL FY 2014</b>	<b>ACTUAL FY 2015</b>	<b>ESTIMATED FY 2016</b>	<b>PLANNED FY 2017</b>
<b>37 Capital Revenues:</b>				
10 Interest Income	\$ -	\$ -	\$ 5,000	\$ 5,000
50 Storm Drain Impact Fees	385,316	416,643	350,000	350,000
55 Contributions from Developers	-	-	555,000	600,000
<b>TOTAL FUND REVENUES</b>	<b>\$ 385,316</b>	<b>\$ 416,643</b>	<b>\$ 910,000</b>	<b>\$ 955,000</b>
<b>50 Capital Expenditures:</b>				
10-001 Mainline Upsizing	\$ 25,230	\$ 376,858	\$ 60,000	\$ 60,000
10-002 West Low Hills Drive	3,360	-	-	-
10-005 Capital & Impact Fee Study	60,086	-	-	-
15-001 Traverse Mountain Drains	-	46,420	400,000	400,000
16-001 300 East Drain (500 S. 100 S.)	-	-	250,000	30,000
16-002 West Side Drains	-	3,030	200,000	200,000
50-001 Reserves	-	-	-	265,000
<b>TOTAL FUND EXPENSES</b>	<b>\$ 88,676</b>	<b>\$ 426,308</b>	<b>\$ 910,000</b>	<b>\$ 955,000</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 296,640</b>	<b>\$ (9,665)</b>	<b>\$ -</b>	<b>\$ -</b>

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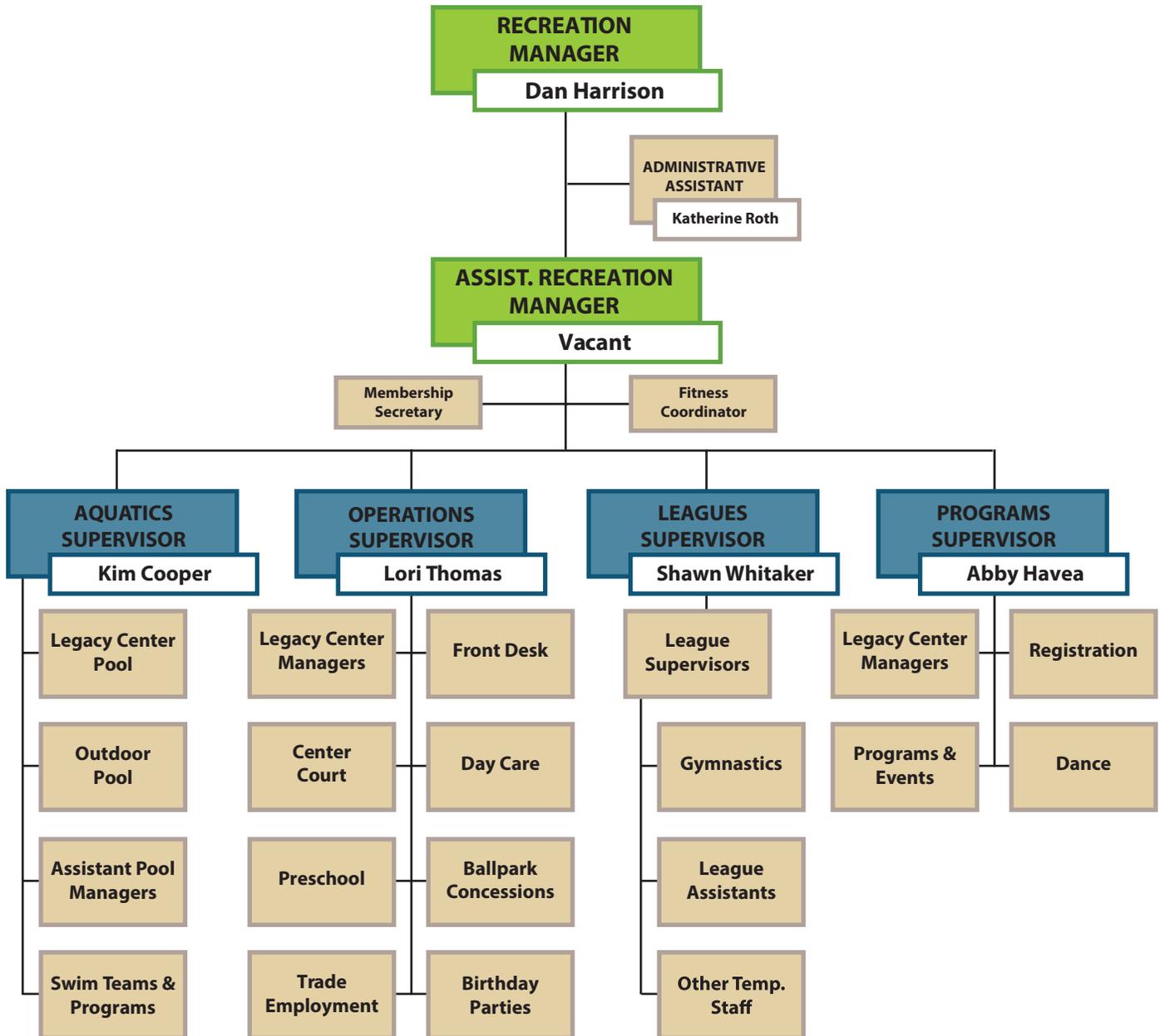
# SPECIAL REVENUE FUNDS

# RECREATION SPECIAL REVENUE FUNDS

## DIVISION DESCRIPTION

As part of the Leisure Services Department, the Recreation Division, which is in charge of managing the Legacy Center (the City's recreation center) and the outdoor pool, is funded by two special revenue funds. Special Revenue Fund 21 funds the Legacy Center, and Special Revenue Fund 22 funds the outdoor pool, respectively. Specific budget and fee information for both funds are included in this section.

SPECIAL REVENUE



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>Full-time:</b>					
Recreation/Legacy Ctr. Manager	1.00	1.00	1.00	1.00	1.00
Recreation/Legacy Ctr. Assistant Manager	-	-	-	-	1.00
Legacy Ctr. Supervisor/Aquatics	1.00	1.00	1.00	1.00	1.00
Legacy Ctr. Supervisor/Operations	1.00	1.00	1.00	1.00	1.00
Legacy Ctr. Supervisor/Programs	1.00	1.00	1.00	1.00	1.00
Legacy Ctr. Supervisor/Leagues	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Aquatics Supervisor	1.00	1.00	1.00	1.00	1.00
Aquatics Maintenance Manager	-	1.00	1.00	1.00	1.00
Head of Registration	-	1.00	1.00	1.00	1.00
Senior Citizen Manager	1.00	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Senior Citizen Aide	1.00	1.00	1.00	1.00	1.00
Membership Secretary	0.78	0.91	0.91	0.91	0.91
Administrative Assistant	0.49	0.55	0.55	0.55	0.55
Fitness Director	0.31	0.03	0.03	0.03	0.03
Fitness Instructor	2.60	2.07	2.07	2.07	2.07
Kids Fitness Instructor Assistant	0.19	0.23	0.23	0.23	0.23
Slim to win	-	0.09	0.09	0.09	0.09
LC Pool Maintenance	1.12	2.05	2.05	2.05	2.05
LC Assistant Pool Manager	2.71	3.05	3.05	3.05	3.05
LC Lifeguard Head	2.58	2.60	2.60	2.60	2.60
LC Lifeguard	14.15	14.15	14.15	14.15	14.15
USA Head Swim Coach	0.11	0.32	0.32	0.32	0.32
USA Swim Coach	0.31	0.08	0.08	0.08	0.08
Head Swim Coach	0.08	0.06	0.06	0.06	0.06
Swim Coach	0.35	0.42	0.42	0.42	0.42
WSI Coordinator	0.12	0.02	0.02	0.02	0.02
WSI (Swim Lesson Instructor)	1.66	1.73	1.73	1.73	1.73
Private Swim Lesson Instructor	0.28	0.03	0.03	0.03	0.03
Building Manager	1.24	1.32	1.32	1.32	1.32
Center Court Manager	0.83	0.08	0.08	0.08	0.08
Center Court Personnel	3.22	3.19	3.19	3.19	3.19
Outdoor Concession Manager	0.32	0.24	0.24	0.24	0.24
Outdoor Concession Site Supvr.	0.20	0.35	0.35	0.35	0.35
Outdoor Concessions	0.54	0.68	1.68	1.68	1.68
Front Desk Head Manager	0.49	0.54	0.54	0.54	0.54
Front Desk Manager	2.67	3.10	3.10	3.10	3.10
Front Desk Staff	5.33	5.10	5.10	5.10	5.10
Preschool Head	0.52	0.48	0.48	0.48	0.48
Preschool Aid	0.47	0.55	0.55	0.55	0.55

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
Preschool Assistant	0.48	-	-	-	-
Day Care Manager	0.32	0.39	0.39	0.39	0.39
Day Care Staff	1.14	1.08	1.08	1.08	1.08
Program Coordinator	0.90	0.78	0.78	0.78	0.78
Head Cheer	0.03	0.02	0.02	0.02	0.02
Cheer Instructor	0.20	0.09	0.09	0.09	0.09
Head Dance	0.09	0.16	0.16	0.16	0.16
Dance Instructor	0.32	0.29	0.29	0.29	0.29
Other Instructors	0.01	0.06	0.06	0.06	0.06
Martial Arts	0.13	-	-	-	-
Registration Manager	0.86	1.00	1.00	1.00	1.00
Registration Staff	2.08	2.39	2.39	2.39	2.39
Rock Wall Attendant	0.43	0.45	0.45	0.45	0.45
Itty Bitty	0.21	0.50	0.50	0.50	0.50
League Supervisor	0.94	2.05	2.05	2.05	2.05
Official	-	3.05	3.05	3.05	3.05
Scorekeeper	-	1.18	1.18	1.18	1.18
Site Supervisor	-	1.18	1.18	1.18	1.18
Gymnastic Head Instructor	0.71	0.73	0.73	0.73	0.73
Gymnastic Instructor	4.69	3.90	3.90	3.90	3.90
Gymnastic Instructor Aid	0.61	1.11	1.11	1.11	1.11
Private Gymnastic Instructor	-	0.02	0.02	0.02	0.02
Gymnastic Trade Supervisor	0.23	0.27	0.27	0.27	0.27
Gymnastic Trade Head Supervisor	0.19	0.15	0.15	0.15	0.15
OD Pool Maintenance	0.27	0.28	0.28	0.28	0.28
OD Pool Manager	0.29	0.54	0.54	0.54	0.54
OD Pool Cashier	0.46	0.42	0.42	0.42	0.42
OD Lifeguard	2.70	2.96	2.96	2.96	2.96
OD Swim Coach	0.12	0.08	0.08	0.08	0.08
Senior Center Programming Coordinator	-	-	-	0.50	0.50
<b>TOTAL FTE</b>	<b>71.08</b>	<b>80.15</b>	<b>80.15</b>	<b>80.65</b>	<b>81.65</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Ensure that Lehi City residents and non-residents are taking advantage of the recreation programs Lehi City offers.

PERFORMANCE MEASURE	QUICK VIEW	FY 2015 (TARGET)	FY 2015 (ACTUAL)	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Legacy Center Admittance	✗	410,000	394,475	400,000	385,112	400,000
Total Pass Holders	✗	15,200	14,722	15,000	14,019	15,000
Total Memberships	✗	4,500	4,324	4,500	4,055	4,500
Residents who Visit the Legacy Center (%)	✓	>90%	90.2%	>90%	90%	>90%

## LEGACY CENTER FUND

FUND 21	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Miscellaneous Revenues:</b>				
10 Interest Income	\$ 2,008	\$ 4,288	\$ 1,000	\$ 1,000
<b>37 Operating Revenues:</b>				
10 Legacy Center Pass Sales	1,446,101	1,528,017	1,400,000	1,400,000
15 Charges for Services	1,029,637	1,056,647	900,000	900,000
16 Merchandise Sales	67,421	53,899	45,000	45,000
45 Offsite Concession Sales	67,113	68,977	50,000	50,000
50 Center Court Receipts	180,665	188,245	200,000	200,000
70 Swim Program Revenue	292,760	284,062	250,000	250,000
<b>38 Contributions &amp; Transfers:</b>				
10 Contribution from General Fund	1,597,698	1,597,132	2,039,163	2,179,241
20 Contribution from Fund Balance	-	-	-	-
<b>TOTAL FUND REVENUES</b>	<b>\$ 4,345,846</b>	<b>\$ 4,781,267</b>	<b>\$ 4,885,163</b>	<b>5,025,241</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 1,560,990	\$ 1,592,744	\$ 1,675,908	\$ 1,819,925
10-001 Center Court Salaries	102,671	108,970	122,390	126,062
11 Overtime	657	14	1,000	1,000
13 Employee Benefits	322,333	342,861	342,612	417,883
14 Uniforms	2,297	3,649	3,600	3,600
18 Fleet Fund Charges	2,000	2,000	2,000	2,000
19 IT Fund Charges	46,000	46,000	46,000	46,000
20 Risk Management Fund Charges	65,000	65,000	65,000	65,000
21 Books, Subscriptions, & Memberships	355	385	2,500	2,500
22 Recreation Public Notices	2,715	2,641	7,500	7,500
23 Travel & Training	8,244	5,680	14,800	14,800
24 Office Supplies	30,835	30,698	30,000	32,000
26 Buildings & Grounds O & M	102,587	84,531	80,000	92,000
27 Utilities	104,185	98,423	120,000	120,000

FUND 21 (CONT.)	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
29-101 Offsite Concession Expenses	67,215	49,350	53,000	53,000
29-102 Center Court Expenses	162,745	163,253	169,000	169,000
30 Electricity - Lehi City Power	171,414	204,763	205,000	205,000
31 Professional & Technical	33,863	27,500	48,100	48,100
32 Program Expenditures	134,405	127,504	128,500	153,500
32-100 Gymnastics	52,415	50,710	61,000	80,000
32-200 Dance	6,143	6,993	9,900	9,900
32-300 Itty Bitty Ball	5,311	6,214	13,000	13,000
32-400 Birthday Parties	2,044	2,881	3,500	3,500
32-500 Facilities Stations	14,109	14,139	14,400	14,400
33 Pool Operation & Maintenance	126,047	111,755	149,400	149,400
33-500 Miscellaneous	16,624	8,419	23,000	23,000
34 Swimming Program	86,207	81,204	86,000	86,000
36 Tennis	3,018	1,875	3,500	3,500
37 Golf	4,262	-	6,800	6,800
42 Soccer Program Expense	21,452	18,626	24,700	24,700
43 Volleyball Expense	4,805	6,486	10,200	10,200
44 Baseball Expense	48,191	60,764	76,000	76,000
45 Girls Softball	13,193	18,838	19,000	19,000
46 Basketball Expense	60,671	72,484	73,000	85,000
47 Flag Football Expense	6,407	6,940	7,400	7,400
49 Wrestling Program Expense	1,360	1,480	2,000	2,000
56 Building Improvements	-	-	-	-
60 Debt Service Principal	897,474	815,830	815,832	815,832
91 Contribution to Outdoor Pool	-	152,976	94,345	94,345
<b>41 Capital Expenditures:</b>				
54 Capital Outlay	55,602	204,339	160,425	102,900
57 Pool Capital Outlay	-	41,683	114,850	19,494
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 4,345,846</b>	<b>\$ 4,640,632</b>	<b>\$ 4,885,163</b>	<b>\$ 5,025,241</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ -</b>	<b>\$ 140,635</b>	<b>\$ -</b>	<b>\$ -</b>

# FEES

FUND 21	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		APPROVED FY 2017	
<b>Rentals:</b>								
Complex rental / day	\$	300	\$	300	\$	300	\$	300
+ deposit		500		500		500		500
Field rental / hour / field		20		20		20		20
+ deposit / hour / field		30		30		30		30
Field rental / 4 hours / field		65		65		65		65
+ deposit / 4 hours / field		100		100		100		100
Additional field prep / diamond		30		30		30		30
+ on Saturdays & Holidays		10		10		10		10
Field lighting / hour / field		20		20		20		20
<b>Memberships:</b>	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
<b>Monthly Pass:</b>								
Family/Group	47	43	48	44	49	44	49	44
Additional person	3	2.50	3.50	2.50	3.50	3	3.50	3
Adult couple (18-59)	38	35	39	36	39	36	39	36
Adult individual (18-59)	26	24	26	24	27	24	27	24
Youth individual (12-17)	15	13	15	14	15	14	15	14
Child individual	12	11	12	11	12	11	12	11
Toddler (3 & under)	Free	Free	Free	Free	Free	Free	Free	Free
Senior couple (60+)	26	24	26	24	27	24	27	24
Senior individual (60+)	15	13	15	14	15	14	15	14
<b>Annual Pass:</b>								
Family/Group	475	430	485	440	495	440	500	455
Additional person	29	27	30	30	30	28	30	28
Adult couple (18-59)	385	350	395	360	400	365	400	365
Adult individual (18-59)	265	240	275	250	275	250	280	255
Youth individual (12-17)	145	135	150	140	155	140	155	140
Child individual (4-11)	120	110	120	110	125	110	125	115
Toddler (3 & under)	Free	Free	Free	Free	Free	Free	Free	Free
Senior couple (60+)	265	240	275	250	275	250	280	255
Senior individual (60+)	145	135	150	140	155	140	155	140
<b>Summer Pass:</b>								
Family/Group	175	160	175	160	175	160	175	160
<b>Daily Pass:</b>								
Adult full facility (ages 18-59)		5		5		5		5
Youth full facility (ages 12-17)		4		4		4		4
Child full facility (ages 4-11)		3		3		3		3
Senior full facility (ages 60+)		3		3		3		3
Gym		2.50		2.50		2.50		2.50
Weight & cardio		2.50		2.50		2.50		2.50
Aerobics class		3		3		3		3

## FEES (CONT.)

FUND 21	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		APPROVED FY 2017	
Water aerobics	3		3		3		3	
Cycling class	3		3		3		3	
Track	0.50		0.50		0.50		0.50	
Day care, first child / hour	2.50		2.50		2.50		2.50	
+ / additional child / hour	1.50		1.50		1.50		1.50	
<b>Punch Card:</b>								
Adult full facility (ages 18-59)	90		90		90		90	
Youth full facility (ages 12-17)	72		72		72		72	
Child full facility (ages 4-11)	54		54		54		54	
Senior full facility (ages 60+)	54		54		54		54	
Gym	45		45		45		45	
Weight & cardio	45		45		45		45	
Aerobics class	54		54		54		54	
Water aerobics	54		54		54		54	
Cycling class	54		54		54		54	
Track	9		9		9		9	
Day care	36		36		36		36	
<b>Programs:</b>								
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
<b>Team Sports:</b>								
Women's volleyball	270	240	275	240	280	245	300	250
Men's basketball	750	690	760	700	770	710	860	715
<b>Youth Sports:</b>								
Wrestling	52	39	53	40	54	40	49	41
(if member)	47	35	48	36	48	36	44	37
Girls volleyball	51	45	52	46	53	46	63	47
(if member)	46	41	47	41	47	42	57	42
Volleyball camp	52	39	53	40	54	40	55	41
Flag football	47	42	48	43	48	44	59	44
(if member)	42	38	43	39	43	39	53	40
Indoor soccer	40	34	41	34	41	35	47	35
(if member)	36	30	37	31	37	31	42	32
Kids sports camp	66	45	67	45	68	46	56	47
(if member)	60	40	61	41	61	41	50	42
Outdoor soccer	40	34	41	34	41	35	47	35
(if member)	36	30	37	31	37	31	42	32
Track & field	68	50	69	51	73	55	76	56
7 yrs & under golf	40	34	42	35	43	35	42	35
8 yrs & up golf	80	66	73	61	74	61	74	62
Advanced golf	106	88	97	81	99	81	98	82
Tennis	68	50	69	51	69	52	70	52
(if member)	61	45	62	46	62	46	63	47

## FEES (CONT.)

FUND 21	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		APPROVED FY 2017	
Jr. Jazz basketball (K - 4th grade)	52	39	53	40	54	40	55	41
(if member)	47	35	48	36	48	36	50	37
Jr. Jazz basketball (5th - 6th grade)	57	50	57	51	58	52	70	52
(if member)	51	45	52	46	52	46	63	47
Jr. Jazz basketball (7th - 10th grade)	70	61	71	62	72	63	86	64
(if member)	63	55	64	56	65	56	77	58
Jr. Jazz basketball (11th - 12th grade) -teams only	560	490	565	495	575	505	610	510
Basketball camp	105	105	106	106	108	108	131	109
Baseball (3rd - 8th grade)	103	76	104	77	106	78	119	79
(if member)	93	69	94	70	95	71	107	71
Baseball (2nd grade)	51	45	52	45	53	46	63	47
(if member)	46	40	47	41	47	41	57	42
Baseball (t-ball & coach pitch)	38	34	39	34	39	35	47	35
(if member)	34	30	35	31	35	31	42	32
Softball (3rd - 11th grade)	103	76	104	77	106	78	107	79
(if member)	93	69	94	70	95	71	96	71
<b>Swimming:</b>								
Summer swimming lessons	48	32	49	32	49	32	50	33
(if member)	43	29	44	29	44	29	45	30
School year swimming lessons	48	32	49	32	49	32	50	33
(if member)	43	29	44	29	44	29	45	30
Summer rec swim team	121	96	123	97	124	99	150	100
Summer rec swim camp	24	17	24	18	25	18	27	18
<b>Sessions:</b>								
Babysitter certification	62	55	63	55	64	56	77	57
CPR & first aid	62	55	63	55	64	56	68	57
Rock climbing merit badge	28	25	29	25	29	26	39	26
Hunter safety	9	7	9	7	9	7	11	7
Itty bitty baseball	39	35	40	35	40	36	43	36
(if member)	35	31	36	32	36	32	39	32
Itty bitty soccer	39	35	40	35	40	36	43	36
(if member)	35	31	36	32	36	32	39	32
Itty bitty basketball	39	35	40	35	40	36	43	36
(if member)	35	31	36	32	36	32	39	32
Itty bitty football	39	35	40	35	40	36	43	36
(if member)	35	31	36	32	36	32	39	32
Itty bitty ball	39	35	40	35	40	36	43	36
(if member)	35	31	36	32	36	32	39	32
Parenting with love & logic	37	33	38	33	38	34	41	34
Scrapbooking	15	13	12	10	13	11	13	11

## FEES (CONT.)

FUND 21	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		APPROVED FY 2017	
Scrapbooking sleepover	24	20	24	20	25	20	24	20
Sign language	47	41	48	42	48	43	52	43
Women on weights - members only	145	120	145	120	150	125	170	125
Summer youth camp	52	46	53	46	54	47	58	48
Princess/Superhero party	11	8	12	10	12	10	16	13
Cheer "mock" tryouts	15	13	15	13	16	13	-	-
Adult triathlon training	96	81	97	82	99	83	113	84
(if member)	86	73	88	74	89	75	102	76
RAD women	31	31	31	31	31	31	38	32
Private gymnastics lessons / half hour	20	20	21	21	22	22	22	22
Gym-Cross Training for Youth (5 week)	-	-	-	-	60	50	60	50
Gym-Cross Training for Youth (6 week)	-	-	-	-	-	-	72	60
<b>Dance Camp:</b>								
5 & 6 years old	36	36	36	36	37	37	44	37
7 - 14 years old	66	66	67	67	68	68	69	69
<b>Dance:</b>								
30 minutes	31	31	35	31	36	31	43	32
40 minutes	33	33	38	33	38	34	41	34
50 minutes	36	36	42	36	43	37	44	37
<b>Gymnastics:</b>								
45 minutes 1 day per week	33	33	44	33	45	34	46	34
45 minutes 2 days per week	55	55	74	55	75	56	77	56
1 hour 1 day per week	36	36	50	36	50	37	50	37
1 hour 2 days per week	61	61	83	62	84	63	86	64
1 hour 2 days per week (pre-team)	-	-	-	-	-	-	70	64
1 1/2 hours 1 day per week	46	46	53	46	54	47	58	48
1 1/2 hours 2 days per week	81	81	93	82	94	83	101	84
1 1/2 hours 3 days per week	121	121	139	123	141	124	151	126
2 hours 1 day per week	53	53	57	54	58	55	67	56
2 hours 2 days per week	92	92	99	93	101	94	114	95
2 hours 3 days per week	131	131	141	133	143	134	163	136
2 hours 4 days per week	159	159	172	161	175	164	199	166
2 1/2 hours 1 day per week	58	58	63	59	64	59	72	60
2 1/2 hours 2 days per week	104	104	113	105	114	106	130	108
2 1/2 hours 3 days per week	148	148	160	150	162	152	185	154
3 hours 1 day per week	70	70	75	70	76	72	77	73
3 hours 2 days per week	131	131	141	133	143	134	143	136
3 hours 3 days per week	166	166	177	168	179	170	182	173
3 hours 4 days per week	204	204	221	207	224	209	223	212
Level 6 extra class	39	39	44	40	45	40	43	41

## FEES (CONT.)

FUND 21	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		APPROVED FY 2017	
<b>Cheer:</b>								
30 minutes	33	33	38	33	38	34	41	34
1 hour	36	36	42	36	43	37	44	37
<b>Preschool:</b>								
2 days / week	77	68	77	68	79	70	84	70
3 days / week	97	85	97	85	99	87	104	87
Summer preschool	149	131	154	136	156	137	164	137
Hap Ki-Do	65	55	67	57	65	55	65	55
<b>Other Programs:</b>								
Slim-to-win	154	154	250	250	250	250	250	250
Adaptive volleyball	15	15	15	15	16	16	35	35
Adaptive bowling	-	-	-	-	-	-	35	35
Adaptive basketball	15	15	15	15	16	16	16	16
Private swim lessons	20	20	20	20	22	22	22	22
Ski & snowboarding school (with American Fork City)	300	300	305	305	210	210	215	215
Special Olympics swim team	27	27	28	28	28	28	38	28
USA swim - starfish	-	-	30	30	31	31	43	32
USA swim - dolphins	33	33	33	33	34	34	47	35
USA swim - sharks	35	35	35	35	36	36	50	37
USA swim - jr. silver	38	38	38	38	41	41	55	41
USA swim - jr. gold	40	40	40	40	46	46	63	47
USA swim - senior (Sep-Feb)	20	20	35	35	35	35	49	36
USA swim - senior (Mar-Aug)	40	40	60	60	60	60	82	61
USA yearly equipment fee	25	25	25	25	25	25	25	25
USA yearly membership fee	60	60	65	65	67	67	70	70
WSI	165	165	170	170	170	170	160	160
Lifeguard class	165	165	170	170	170	170	200	200
Canyons bus only (with American Fork City)	98	98	99	99	101	101	101	101
Gymnastics meet fees	420	420	430	430	435	435	435	435
Concealed weapons	60	60	63	63	45	45	45	45
<b>Facility Services:</b>								
Body fat testing		9		9		9		12
Personal Training:		Per Trainer		Per Trainer		Per Trainer		Per Trainer
Birthday Party Packages:								
Package 1 - room		70		70		70		75
Package 2 - gym		75		75		75		80
Package 3 - rock wall		85		85		85		90
Package 4 - pool		95		95		95		100
Daycare - 1st Child		2.50		2.50		3		3

## FEES (CONT.)

FUND 21	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Daycare - Each Additional Child	1.50	1.50	1.50	1.50
Kid Fit - 1st Child	2.50	2.50	3	3
Kid Fit - Each Additional Child	1.50	1.50	1.50	1.50
<b>Facility Rentals:</b>				
Pool rental (2 hour rental)	300	300	300	350
Pool rental- Alpine School Dist. meet	-	-	-	450
Full gymnasium / hour	50	50	50	50
each additional after 3 hours	20	20	20	20
all day	225	225	225	225
Half gymnasium	35	35	35	35
each additional after 3 hours	15	15	15	15
all day	160	160	160	160
Full multi-purpose room	50	50	50	50
each additional after 3 hours	20	20	20	20
all day	225	225	225	225
Half multi-purpose room	35	35	35	35
each additional after 3 hours	15	15	15	15
all day	160	160	160	160
Small conference room	35	35	35	35
each additional after 3 hours	15	15	15	15
all day	160	160	160	160
Climbing wall / hour	40	40	40	40
Small lock rental / month	7	7	7	8
Large lock rental / month	9	9	9	10
Center Court & outdoor concessions	(All food costs are directly tied to operating costs)			



# OUTDOOR POOL FUND

FUND 22	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>34 Operating Revenues:</b>				
71 Outdoor Pool Revenue	\$ 179,839	\$ 207,109	\$ 200,000	\$ 203,548
<b>38 Contributions &amp; Transfers:</b>				
10 Legacy Center Contribution	73,650	152,976	94,345	94,345
40 County Recreation Grant	-	25,066	-	-
20 Transfer from RDA	750,000	-	70,000	196,441
<b>TOTAL FUND REVENUES</b>	<b>\$ 1,003,489</b>	<b>\$ 385,151</b>	<b>\$ 364,345</b>	<b>\$ 494,334</b>
<b>41 Expenses:</b>				
10 Salaries & Wages	\$ 148,052	\$ 164,437	\$ 150,592	154,088
13 Employee Benefits	11,234	12,177	11,536	11,788
27 Utilities	23,000	-	23,000	23,000
30 Electricity - Lehi City Power	-	-	6,000	6,000
33-101 Operations & Maintenance	112,473	130,444	103,017	103,017
57-100 Capital Outlay	1,106,252	62,316	70,000	196,441
<b>TOTAL FUND EXPENSES</b>	<b>\$ 1,378,011</b>	<b>\$ 369,374</b>	<b>\$ 364,345</b>	<b>\$ 494,334</b>
<b>FUND SURPLUS / (DEFICIT)</b>	<b>\$ (374,522)</b>	<b>\$ 15,777</b>	<b>\$ -</b>	<b>\$ -</b>

FEES								
FUND 22	APPROVED FY 2014		APPROVED FY 2015		APPROVED FY 2016		PROPOSED FY 2017	
	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident	Resident
<b>Season Pass:</b>								
Family (up to 6 people)	\$ 175	\$ 160	\$ 175	\$ 160	\$ 175	\$ 160	\$ 175	\$ 160
+ each additional family member	25	25	25	25	25	25	25	25
If Legacy Center Annual pass holder	123	112	123	112	123	112	123	112
Individual	100	80	100	80	100	80	100	80
If Legacy Center Annual pass holder	(Discontinued)		(Discontinued)		(Discontinued)		(Discontinued)	
Pool Rental		300		300		300		300
<b>Daily Admission:</b>								
Ages 12 and older		5		5		5		5
Ages 4 - 11		4		4		4		4
Ages 3 and under		Free		Free		Free		Free
Seniors (55+)		1.50		1.50		1.50		1.50
Water aerobics		3		3		3		3
Lap swimming		2		2		2		2
<b>Group Rate Discounts:</b>								
5 - 9 people (discount / person)		0.50		0.50		0.50		0.50
10 or more (discount / person)		1		1		1		1
Monday family night (up to 8 people)		20		20		20		20



# ENTERPRISE FUNDS

# WATER

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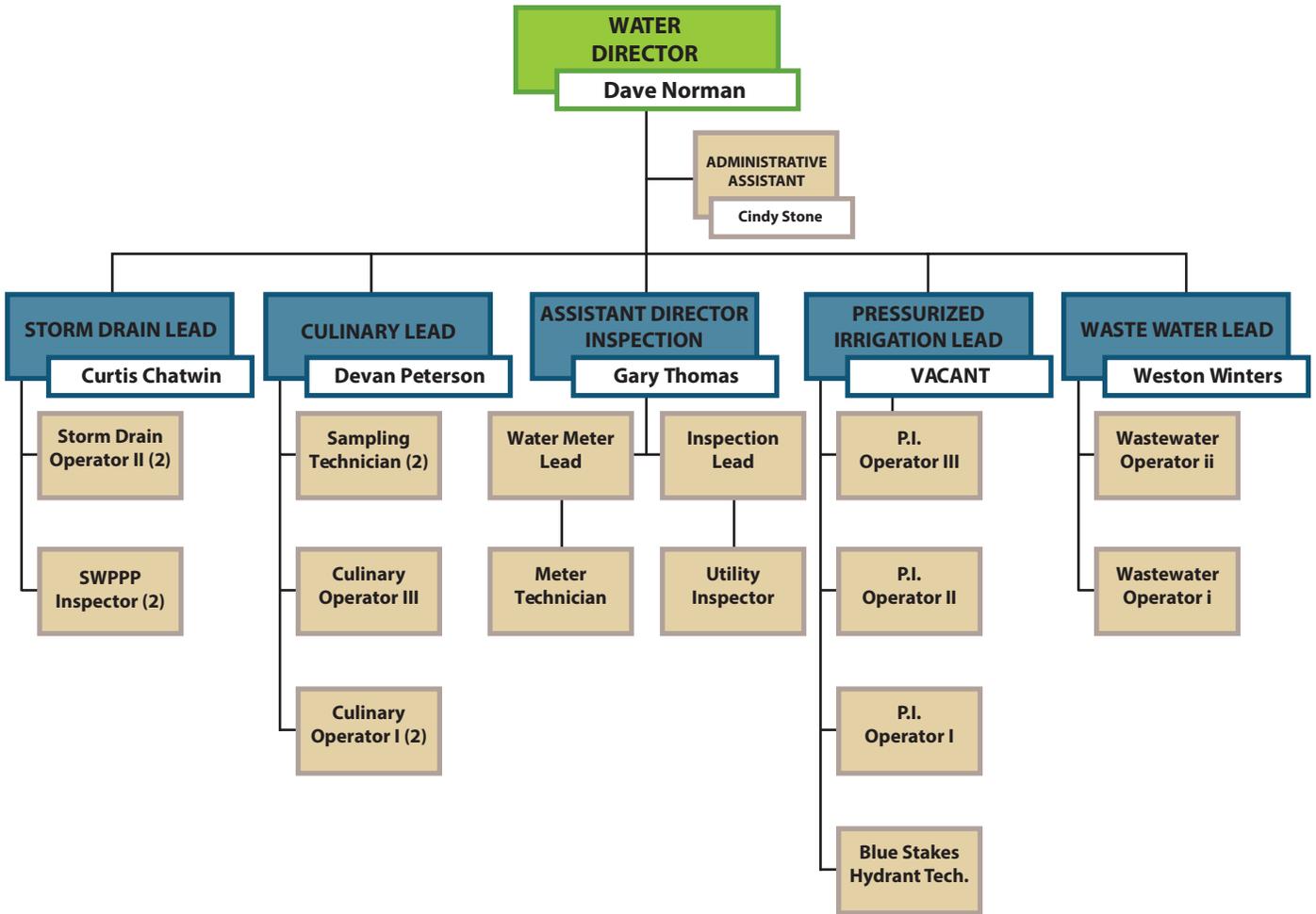
THE WATER DEPARTMENT AIMS TO PROVIDE SAFE AND RELIABLE WATER RESOURCES TO LEHI RESIDENTS THROUGH DEVELOPING AND MAINTAINING QUALITY FACILITIES AND INFRASTRUCTURE.



In coordination with the Engineering Department and the State Department of Wildlife Resources, provide and maintain a public fishing pond at the new Willow Creek Pressurized Irrigation Pond.

## DEPARTMENT DESCRIPTION

The Water Department administers four of the City's enterprise operations: (1) Storm Drain, (2) Culinary Water, (3) Pressurized Irrigation (PI), and (4) Waste Water. The department is responsible for the maintenance of distribution lines, wells, storage tanks, and facilities for these operations. The division ensures the adequate supply of potable and irrigation water, the improvement of storm water conveyance, and the maintenance of the City's sewage collection system.



POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Storm Drain (57)	3.00	3.00	3.65	4.65	5.65
Culinary Water (51)	9.00	9.00	9.00	9.00	10.00
Pressurized Irrigation (55)	6.00	6.00	5.65	4.65	6.65
Waste Water (52)	4.00	4.00	4.00	5.00	8.00
<b>TOTAL FTE</b>	<b>22.00</b>	<b>22.00</b>	<b>22.30</b>	<b>23.30</b>	<b>30.30</b>

Detailed staffing information is found under each division description.

# STORM DRAIN

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Storm Drain (57)</b>					
<b>Full-time:</b>					
Drainage System Supervisor	1.00	1.00	1.00	1.00	1.00
Drainage System Operator IV	-	-	-	-	1.00
Drainage System Operator II	1.00	1.00	1.00	1.00	1.00
Drainage System Operator I	1.00	1.00	1.00	2.00	2.00
<b>Seasonal/Temporary:</b>					
Water Laborer	-	-	0.65	0.65	0.65
<b>TOTAL FTE</b>	<b>3.00</b>	<b>3.00</b>	<b>3.65</b>	<b>4.65</b>	<b>5.65</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide excellent maintenance of the City's storm drain system.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Storm Drains Cleaned (%)	✗	17%	1%	25%	18%	20%
SWPP Permits Issued	✓	-	55	50	58	50
Active SWPP Permits	✓	-	115	100	144	120

## BUDGET INFORMATION

FUND 57	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>30 Operating Revenues:</b>				
10 Interest Income	\$ 15,799	\$ 20,014	\$ 4,000	\$ 4,000
31 Drainage Service Charges	1,072,401	958,281	950,000	1,000,000
<b>36 Miscellaneous Revenues:</b>				
00 Miscellaneous Revenue	6,500	26	10,000	20,049
01 Reappropriate Fund Balance	-	-	1,056,009	404,000
<b>37 Capital Revenues:</b>				
25 Capital Contribution (UDOT)	2,038,138	3,096,696	-	-
80 Reserves	-	-	-	-
<b>TOTAL FUND REVENUES</b>	<b>\$ 3,132,838</b>	<b>\$ 4,075,017</b>	<b>\$ 2,020,009</b>	<b>\$ 1,428,049</b>

## BUDGET INFORMATION - CONTINUED

FUND 57	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 149,630	\$ 156,715	\$ 178,982	\$ 225,159
11 Overtime	6,366	7,364	-	-
13 Employee Benefits	76,815	74,234	107,206	132,677
14 Uniforms	1,722	1,495	3,000	3,500
21 Books, Subscriptions, & Memberships	1,200	2,097	1,500	2,000
23 Travel & Training	390	525	1,000	5,000
24 Office Supplies	3,059	231	500	500
25 Fleet Fund Charges	-	-	25,000	25,000
26 Buildings & Grounds O & M	16,000	10,296	10,000	10,000
29 Risk Management Fund Charges	15,000	15,000	15,000	15,000
31 Professional & Technical	7,342	23,517	45,000	45,000
32 IT Fund Charges	-	-	6,000	6,000
36 Bond Fees	1,500	1,500	2,750	2,750
42 Billing Expense	8,262	13,499	7,895	7,895
44 Bad Debt Expense	5,544	1,374	7,000	7,000
45 Supplies & Maintenance	5,014	5,136	4,000	8,000
48 System Maintenance	15,670	6,659	35,000	35,000
49 Detention Basin Maintenance	49,756	48,435	42,000	42,000
55 Capital Outlay	-	13,590	-	33,400
60 Debt Service	77,417	227,392	222,657	222,657
70 Allocation to General Fund	65,610	65,610	65,520	65,520
95 Reserves	-	-	-	-
96 Depreciation/Amortization	861,096	-	-	-
<b>50 Capital Expenses:</b>				
14-001 Inventory/Equipment Storage	35,000	34,031	-	-
16-002 Retrofit Existing TV Van	-	-	60,000	-
16-003 Vac Combo Truck	-	-	380,000	-
16-004 Pipe Rehabilitation	-	-	300,000	300,000
55-110 Remedial Drainage	-	200,000	450,000	233,991
<b>TOTAL FUND EXPENSES</b>	<b>\$ 1,367,393</b>	<b>\$ 908,700</b>	<b>\$ 1,970,009</b>	<b>\$ 1,428,049</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 1,765,445</b>	<b>\$ 3,166,317</b>	<b>\$ 50,000</b>	<b>\$ -</b>

## PAYMENT IN LIEU INFORMATION

FUND 78	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Capital Revenues:</b>				
10 Interest Earnings	\$ -	\$ -	\$ -	\$ -
50 Developers/Bonds Contributions	118,279	166,743	450,000	450,000
<b>TOTAL FUND REVENUES</b>	<b>\$ 118,279</b>	<b>\$ 166,743</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>
<b>50 Capital Expenditures:</b>				
09-003 Jordan Narrow Detention Basin	\$ -	\$ 15,842	\$ 150,000	50,000
14-001 Utah Highlands	-	512,980	-	-
15-001 2100 N Detention by River	-	28,000	300,000	-
15-002 500 W & Pioneer Crossing	-	21,023	-	-
17-001 West Side Detention Facilities	-	-	-	230,000
50-001 Contribution to Fund Balance	-	-	-	170,000
<b>TOTAL FUND EXPENSES</b>	<b>\$ -</b>	<b>\$ 556,822</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 118,279</b>	<b>\$ (390,079)</b>	<b>\$ -</b>	<b>\$ -</b>

## FEES

DEPARTMENT 57 - STORM DRAIN	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
Impact fee / acre (.25 acre minimum)	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,300
Service Charge:				
Residential / month	4	3	3	3
Commercial / 1,000 sq. ft. of impervious surface	1	1	1	1



# CULINARY WATER

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Water Systems Director	1.00	1.00	1.00	1.00	1.00
Asst. Water Systems Director	1.00	1.00	1.00	1.00	1.00
Water Sampling Technician	1.00	1.00	1.00	1.00	1.00
Culinary Water System Supervisor	1.00	1.00	1.00	1.00	1.00
Water Meter Lead Worker	1.00	1.00	1.00	1.00	1.00
Culinary Water Operator III	1.00	1.00	1.00	1.00	1.00
Water Meter Technician	1.00	1.00	1.00	1.00	1.00
Culinary Water Operator I	1.00	1.00	1.00	1.00	2.00
Administrative Assistant	1.00	**1.00	**1.00	1.00	1.00
<b>TOTAL FTE</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.00</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide excellent maintenance of the City's culinary water system.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Service Connections per FTE	✓	3,605	1,816	<3,500	2,569	<3,500
Total Culinary Connections	✓	14,419	14,279	14,500	15,411	16,000
Residential Culinary Connections	✓	11,419	11,810	12,000	12,590	13,000

## BUDGET INFORMATION

FUND 51 - CULINARY FUND	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>30 Operating Revenues:</b>				
00 Miscellaneous Revenue	\$ 84,220	\$ 121,608	\$ 95,000	\$75,000
10 Interest Earnings	5,599	4,296	-	-
11 Water Service Charges	3,114,429	3,223,079	3,400,000	4,500,000
21 Water Hook Up Fees	273,097	382,957	300,000	300,000
<b>37 Capital Revenues:</b>				
30 Contributions from Developers	2,470,644	1,482,341	-	-
<b>TOTAL FUND REVENUES</b>	<b>\$ 3,583,571</b>	<b>\$ 5,214,281</b>	<b>\$ 3,795,000</b>	<b>\$ 4,875,000</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 466,788	\$ 483,030	\$ 544,946	\$ 645,416
11 Overtime	33,691	33,617	19,000	19,000
13 Employee Benefits	232,836	231,831	288,365	329,442
14 Uniforms	3,200	3,241	3,200	8,200
21 Books, Subscriptions, & Memberships	5,683	5,403	10,000	10,000
23 Travel & Training	10,362	12,425	12,000	32,000
24 Office Supplies	1,870	1,363	8,500	8,500
25 Fleet Fund Charges	111,240	111,240	111,240	111,240
26 Buildings & Grounds O & M	10,000	22,527	10,000	55,000
27 Utilities	18,566	17,491	40,000	40,000
28 Supplies & Maintenance	52,617	45,813	108,000	108,000
29 Risk Management Fund Charges	60,000	60,000	60,000	60,000
30 Electricity - Lehi City Power	319,139	366,978	350,000	350,000
31 Professional & Technical	72,933	103,816	153,000	153,000
32 IT Fund Charges	32,000	32,000	32,000	32,000
36 Bond Fees	6,500	10,034	6,500	6,500
38 Water Purchase	-	36,042	115,000	115,000
42 Billing Expense	56,960	57,541	50,000	50,000
44 Bad Debt Expense	18,203	5,133	15,000	15,000
45 Special Department Supplies	2,919	4,569	12,000	12,000
48 System Maintenance	743,940	1,142,078	320,000	320,000
49 Tools	3,748	6,978	20,000	20,000
63 Debt Service	46,862	131,955	-	-
71 Allocation to General Fund	174,500	174,500	174,500	174,500
95 Depreciation	1,094,264	-	-	-
Annual Meter Maintenance	-	-	-	25,000
<b>50 Capital Expenses:</b>				
50-001 Reserves	-	-	-	1,439,202
54 Capital Outlay	-	-	-	703,000
58 Capital	-	832,208	1,252,940	33,000
<b>TOTAL FUND EXPENSES</b>	<b>\$ 3,583,571</b>	<b>\$ 3,931,813</b>	<b>\$ 3,848,146</b>	<b>\$ 4,875,000</b>
<b>FUND SURPLUS / (DEFICIT)</b>	<b>\$ 2,373,518</b>	<b>\$ 1,282,468</b>	<b>\$ -</b>	<b>\$ -</b>

<b>FEES</b>				
<b>DEPARTMENT 51</b>	<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
<b>Water Connection Fee:</b>				
3/4" meter	\$ 527.93	\$ 582.08	\$ 548.16	\$ 401.80
1" meter	776.20	802.24	785.08	466.90
1 1/2" meter	1,991.22	2,120.52	2,094.34	1,447.97
2" meter	2,353.76	2,394.00	2,321.01	1,654.29
3" meter	5,628.75	1,278.09	1,314.28	1,960.47
4" meter	7,596.50	2,352.21	2,415.26	3,207.12
<b>Water Impact Fee:</b>				
Residential / dwelling unit	1,200	1,200	1,200	1,200
Non-Residential:				
3/4" meter	1,200	1,200	1,200	1,200
1" meter	3,246	3,246	3,246	3,246
1 1/2" meter	4,048	4,048	4,048	4,048
2" meter	12,898	12,898	12,898	12,898
3" meter	28,360	28,360	28,360	28,360
4" meter	48,624	48,624	48,624	48,624
6" meter	113,453	113,453	113,453	113,453
8" meter	194,497	194,497	194,497	194,497
<b>Water Service Charge:</b>				
Base rate / connection / month	10.25	10.25	12.25	16.25
+ / 1,000 gallons used (1-30,000 gallons)	1.09	1.09	1.09	1.09
+ / 1,000 gallons used (>30,000 gallons)	1.09	1.09	2.18	2.18
Commercial				
Base rate/connection/month	10.25	10.25	12.25	16.25
+ / 1000 gallons used	1.09	1.09	1.09	1.09



# PRESSURIZED IRRIGATION

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Pressurized Irrigation Supervisor	1.00	1.00	1.00	1.00	1.00
Pressurized Irr. Operator IV	1.00	-	-	-	-
Pressurized Irr. Operator III	1.00	1.00	1.00	1.00	1.00
PI/Culinary Operator II	1.00	1.00	0.00	1.00	1.00
PI/Culinary Operator I	1.00	2.00	2.00	-	1.00
Blues Stakes/Hydrant Technician	1.00	1.00	1.00	1.00	2.00
<b>Seasonal/Temporary:</b>					
Water Education Specialist	-	-	0.65	0.65	0.65
<b>TOTAL FTEs</b>	<b>6.00</b>	<b>6.00</b>	<b>5.65</b>	<b>4.65</b>	<b>6.65</b>

## PERFORMANCE MEASURES

**DEPARTMENT/DIVISION OBJECTIVE:** Provide excellent maintenance of the City's pressurized irrigation system.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Service Connections per FTE	✓	4,806	4,822	<5,000	3,082	<5,000

## BUDGET INFORMATION

FUND 55	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>30 Operating Revenues:</b>				
00 Miscellaneous Revenue	\$ 279,913	\$ 23,338	\$ 25,000	\$ 25,000
10 Interest Earnings	6,297	6,925	1,500	1,500
21 Secondary Water Hook Up Fees	76,789	347,859	150,000	155,000
30 Contributions from Developers	3,455,178	3,521,230	-	-
31 Pressurized Irrigation Service Charges	2,159,581	2,330,701	2,500,000	2,300,000
<b>37 Capital Revenues</b>				
35 Reappropriated Fund Balance	-	-	27,736	174,882
<b>TOTAL FUND REVENUES</b>	<b>\$ 5,977,758</b>	<b>\$ 6,230,053</b>	<b>\$ 2,704,236</b>	<b>\$ 2,656,382</b>

## BUDGET INFORMATION - CONTINUED

FUND 55	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 213,109	\$ 195,018	\$ 281,810	\$ 286,010
11 Overtime	11,288	12,307	15,000	15,000
13 Employee Benefits	132,768	102,756	158,346	158,292
14 Uniforms	2,302	1,512	2,000	2,600
21 Books, Subscriptions, & Memberships	591	550	500	500
23 Travel & Training	560	1,128	5,000	5,000
24 Office Supplies	1,303	427	8,000	8,000
25 Fleet Fund Charges	25,000	25,000	25,000	25,000
26 Buildings & Grounds O & M	21,943	22,320	20,000	20,000
27 Utilities	1,568	1,628	-	-
29 Risk Management Fund Charges	50,000	50,000	50,000	50,000
30 Electricity - Lehi City Power	144,286	150,919	150,000	150,000
31 Professional & Technical	40,281	28,314	40,000	40,000
36 Bond Fees	-	-	3,000	3,000
40 Safety	-	-	-	-
42 Billing Expense	23,951	21,053	15,000	15,000
44 Bad Debt Expense	9,228	4,659	15,000	15,000
45 Supplies & Maintenance	9,526	17,094	16,000	16,000
46 Water Share Assessments	168,602	229,908	410,000	1,080,000
46-100 Re-Sale Water Purchase	553,301	668,928	410,000	-
47 Shop Expense	129	24	2,000	2,000
48 System Maintenance	248,976	120,862	200,000	200,000
61-200 Interest Expense	42,655	25,451	-	-
63 Debt Service	-	117,268	-	-
71 Allocation to General Fund	64,980	64,980	64,890	64,980
95 Depreciation	1,046,209	-	-	-
<b>50 Capital Expenses:</b>				
10-001 Fire Hydrant / Mainline Replacement	-	196,875	360,000	300,000
10-002 SCADA Upgrades	-	-	20,000	-
10-003 Reserves	-	-	-	-
16-001 Cedar Hollow PRV Station	-	-	60,000	-
16-002 Sandpit Reservoir Rehabilitation	-	-	115,000	200,000
16-003 FX 60 Vac System	-	-	80,000	-
16-004 Vehicle	-	-	52,600	-
16-005 Secondary Water Main Upgrade	-	202,156	125,000	-
<b>TOTAL FUND EXPENSES</b>	<b>\$ 2,812,466</b>	<b>\$ 2,261,137</b>	<b>\$ 2,704,236</b>	<b>\$2,656,382</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 3,165,292</b>	<b>\$ 2,261,137</b>	<b>\$ -</b>	<b>\$ -</b>

## FEES

DEPARTMENT 55	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
<b>PI Connection Fee:</b>				
1" lateral	\$ 258.92	\$ 250.71	\$ 319.16	\$ 466.90
1 1/4" lateral	352.66	353.74	423.42	-
1 1/2" lateral	444.07	465.91	524.48	1,110.96
2" lateral	564.73	666.39	752.84	1,258.43
<b>PI Impact Fee:</b>				
Residential (single & multi-family) / acre (.25 acre minimum)	4,270	4,270	4,270	4,270
Non-Residential / pervious acre (.25 acre minimum)	6,703	6,703	6,703	6,703
<b>PI Service Charge:</b>				
Base rate / connection / month	2.14	2.14	3.14	2.14
+ / sq. ft. lot divided by 43,560	41.67	41.67	41.67	41.67
Minimum / month charge	10.47	10.47	10.47	10.47
Pre-construction water permit base	85	85	85	85
+ / 1,000 sq. ft. of lot	1	1	1	1
or + / lot (whichever is less)	25	25	25	25
Fire hydrant non-metered usage	110	110	110	110
Additional cost per lot (if greater than 1)	-	-	-	25
Metered fire hydrant permit processing	45	45	45	45
(+ / utility sign-up processing)	30	30	30	30
Hydrant Meter Deposit	-	-	-	1,550
Base rate / metered fire hydrant connection / month	4.14	4.14	4.14	4.14
+ / 1,000 gallons used	0.40	0.40	0.40	0.80
Minimum / month charge	12.47	12.47	12.47	12.47
Shareholder charge base	4.14	4.14	4.14	4.14
+ / month / share	5.84	5.84	5.84	5.84
Penalty for violation of PI water system conservation code:				
First violation	-	Written Notice	Written Notice	Written Notice
Second violation	-	100	100	100
Third violation	-	Class C Misdemeanor	500	500

# WASTE WATER

POSITION	WAGE GRADE	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Wastewater System Supervisor	1.00	1.00	1.00	1.00	1.00
Wastewater System Operator II	2.00	2.00	2.00	2.00	3.00
Wastewater System Operator I	1.00	**1.00	**1.00	2.00	2.00
Sr. Utility Inspector	-	-	-	-	1.00
Utility Inspector	-	-	-	-	1.00
<b>TOTAL FTE</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>	<b>8.00</b>

\*\*Funded, but unfilled position.

## PERFORMANCE MEASURES

DEPARTMENT/DIVISION OBJECTIVE: Provide excellent maintenance of the City's waste water system.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Sewer Mains Cleaned (yearly)	✓	74%	14%	30%	72.5%	75%
Sewer Backups per Year	✓	0	0	0	0	0
Service Connections per FTE	✓	-	5,032	<5,000	3,912	<5,000

## BUDGET INFORMATION

FUND 52 - WASTE WATER	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>30 Operating Revenues:</b>				
00 Miscellaneous Revenue	\$ 52,057	\$ 55,342	\$ 100,000	\$ 25,000
31 Sewer Service Charges	7,518,893	8,561,592	8,250,000	7,600,000
<b>37 Capital Revenues:</b>				
37-25 Contributions Capital Funding	2,356,065	1,934,103	-	-
<b>TOTAL FUND REVENUES</b>	<b>\$ 9,927,015</b>	<b>\$ 10,551,037</b>	<b>\$ 8,350,000</b>	<b>\$ 7,625,000</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 153,651	\$ 152,418	\$ 216,956	\$ 361,822
11 Overtime	16,160	13,932	10,000	10,000
13 Employee Benefits	85,695	82,019	142,117	253,124
14 Uniforms	2,000	1,222	2,000	6,200
21 Books, Subscriptions, & Memberships	104	266	400	1,400
23 Travel & Training	-	193	6,200	16,200
24 Office Supplies	1,474	679	3,500	5,500
25 Fleet Fund Charges	75,000	75,000	125,000	125,000
26 Buildings & Grounds O & M	10,000	11,753	10,000	60,000
27 Utilities	10,000	2,625	10,000	10,000
28 Supplies & Maintenance	24,433	31,079	50,000	50,000
29 Risk Management Fund Charges	50,000	50,000	50,000	50,000
30 Electricity - Lehi City Power	7,632	7,103	5,000	5,000
31 Professional & Technical	6,719	15,200	50,000	50,000
32 IT Fund Charges	6,000	6,000	6,000	6,000
33 Timpanogos Sewer District	4,633,431	5,532,555	5,500,000	5,500,000
43 Billing Expense	39,395	72,323	35,000	35,000
44 Bad Debt Expense	32,744	20,016	30,000	30,000
45 Department Supplies	2,963	3,457	5,000	5,000
48 System Maintenance	31,861	116,290	98,615	98,615
61 Interest Expense	3,000	-	3,000	3,000
71 Allocation to General Fund	150,000	150,000	150,000	150,000
90 Amortization Expense	-	-	3,000	3,000
95 Depreciation	1,065,827	-	-	-
<b>50 Capital Expenses:</b>				
10-002 Manhole/Main Line Rehab	-	-	460,000	180,000
14-001 TV Inspection Van	316,042	344,258	-	165,000
16-001 Equipment Storage Building	-	-	490,000	-
50-001 Reserves	1,484,706	-	563,212	212,140
54-000 Capital	-	26,425	-	233,000
58-000 Capital Improvements	-	80,000	-	-
<b>TOTAL FUND EXPENSES</b>	<b>\$ 6,398,403</b>	<b>\$ 6,794,813</b>	<b>\$ 8,025,000</b>	<b>\$ 7,625,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 3,528,612</b>	<b>\$ 3,756,224</b>	<b>\$ -</b>	<b>\$ -</b>

<b>FEES</b>				
<b>DEPARTMENT 52</b>	<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
<b>Impact Fee:</b>				
Residential / dwelling unit	\$ 460	\$ 460	\$ 460	\$ 460
<b>Non-Residential:</b>				
3/4" meter	460	460	460	460
1" meter	1,230	1,230	1,230	1,230
1 1/2" meter	1,534	1,534	1,534	1,534
2" meter	4,914	4,914	4,914	4,914
3" meter	10,745	10,745	10,745	10,745
4" meter	18,424	18,424	18,424	18,424
6" meter	42,987	42,987	42,987	42,987
8" meter	73,694	73,694	73,694	73,694
<b>Service Charge:</b>				
Base rate / connection / month	22	25	22	19
+ / 1,000 gallons used	2	2	2	2
<b>Timpanogos Special Service District (Regional Sewer Treatment Plant):</b>				
<b>Impact Fee:</b>				
Single family housing / house	3,812	2,563	2,563	2,563
Multi unit residential / dwelling unit	3,812	2,563	2,563	2,563
Commercial, industrial, institutional	See TSSD	See TSSD	See TSSD	See TSSD

# POWER

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THE LEHI CITY POWER DEPARTMENT PROVIDES RELIABLE ELECTRICAL SERVICE TO OUR CUSTOMERS WITH LOCAL CONTROL AND COMPETITIVE RATES.

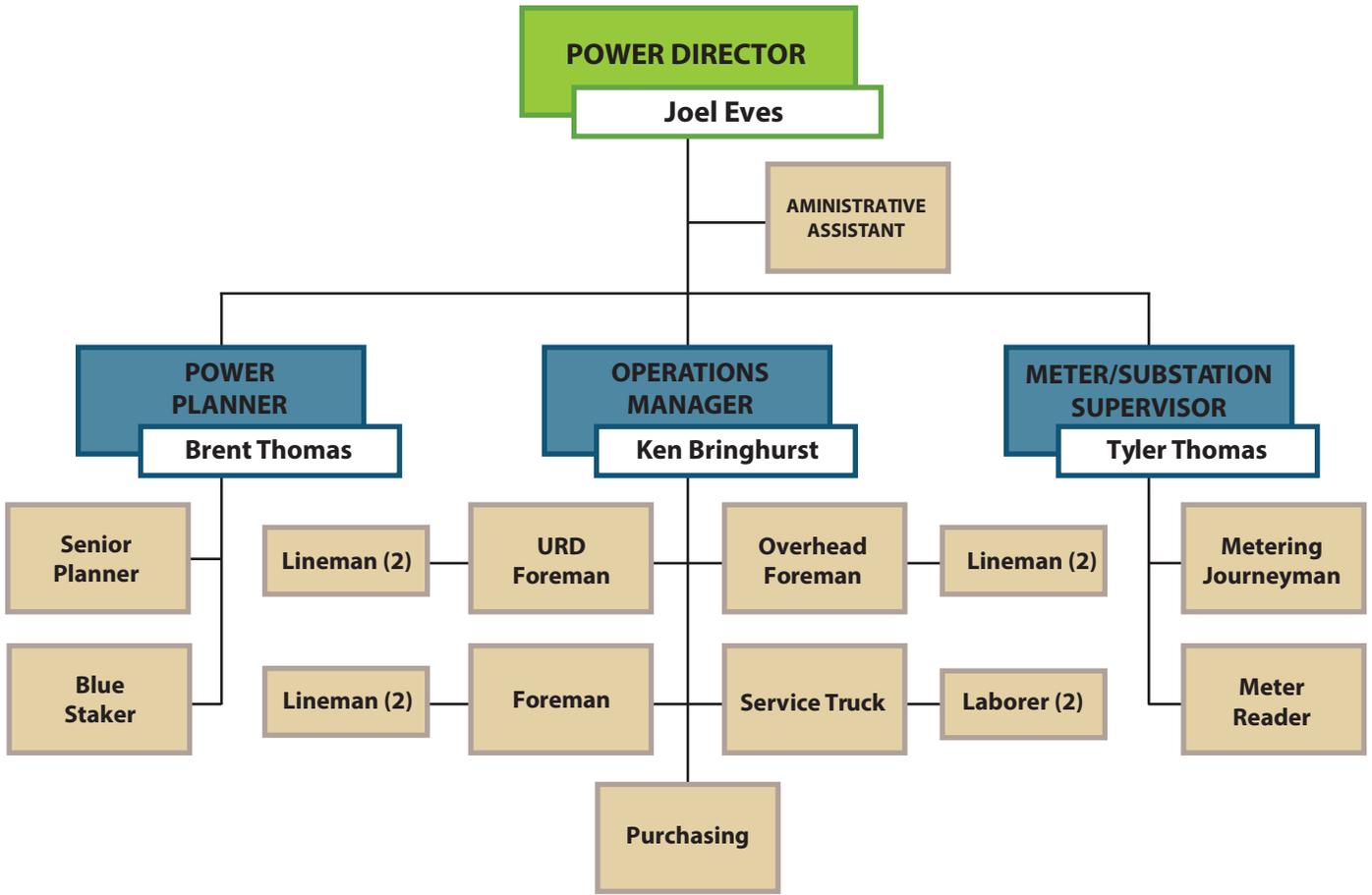
## DEPARTMENT DESCRIPTION

The Power Department manages power operations under three department divisions: Planning & Engineering, Operations, and Metering & Substations. Linemen and operators are responsible for the construction and maintenance of overhead and underground lines. Operators also provide maintenance to the power system, install and repair meters, troubleshoot voltage problems, and maintain streetlights.

## DEPARTMENT OBJECTIVES



Increase awareness of department services and improve public perception through events and outreach programs.



POSITION	WAGE GRADE	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED FY 2017
<b>Full-time:</b>					
Power Director	1.00	1.00	1.00	1.00	1.00
Engineering Manager	1.00	1.00	1.00	1.00	1.00
Assistant Power Planner/System Design	-	-	-	1.00	1.00
Operations Manager	1.00	1.00	1.00	1.00	1.00
Meter System/Substation Supervisor	1.00	1.00	1.00	1.00	1.00
Power Field Foreman	3.00	3.00	3.00	4.00	4.00
Substation Technician Foreman	-	-	-	1.00	1.00
Journey Power Lineman	5.00	5.00	7.00	7.00	3.00
Metering System Technician	1.00	1.00	1.00	1.00	1.00
Warehouse Manager	-	-	1.00	1.00	1.00
Apprentice Lineman	3.00	-	-	1.00	5.00
Substation Technician Apprentice	-	-	-	1.00	1.00
Locator/Inspector	1.00	1.00	1.00	1.00	1.00
Power/Fiber Inspector	-	-	-	-	1.00
Warehouse/Maintenance Worker	1.00	1.00	-	-	-
URD Laborer	1.00	1.00	1.00	1.00	1.00
Service Laborer	1.00	1.00	1.00	1.00	1.00
Blue Stakes Technician	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	-	-	1.00
<b>Part-Time Benefited:</b>					
Meter Reader	0.67	0.67	0.67	0.67	-
<b>Part-Time Non-Benefited:</b>					
Administrative Assistant	0.75	0.75	0.75	0.75	-
<b>Seasonal/Temporary:</b>					
Laborer	**0.67	**0.67	**0.68	**0.68	**0.68
GIS Intern	**0.50	**0.50	**1.50	**1.50	**1.50
<b>TOTAL FTE</b>	<b>23.59</b>	<b>20.59</b>	<b>23.60</b>	<b>28.60</b>	<b>29.18</b>

\*\*Funded, but unfilled position.



## PERFORMANCE MEASURES

DEPARTMENT/DIVISION OBJECTIVE: Maintain a functional and reliable power infrastructure.

PERFORMANCE MEASURE	QUICK VIEW	FY 2014	FY 2015	FY 2016 (TARGET)	FY 2016 (ACTUAL)	FY 2017 (TARGET)
Street Lights Audited per Year (%)	✗	10%	38%	40%	9%	20%
Non-Operational Street Lights (%)	✓	10%	5%	10%	10%	10%
SAIFI (Average Number of Interruptions/ Customer)	✗	0.400	0.164	0.300	0.843	0.300
SAIDI (Average Outage Duration/Customer; in minutes)	✓	20.00	15.26	20.00	45.05	20.00
Megawatt Hours Billed to Used (%)	✗	97%	94.6%	96%	91.3%	96%
Decrease in power usage per household from previous year (%)	✗	5%	3%	5%	0.5%	5%

## BUDGET INFORMATION

FUND 53	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>30 Operating Revenues:</b>				
11 Electric Sales Taxable	\$ 21,564,971	\$ 22,921,756	\$ 26,000,000	\$ 27,000,000
12 Electric Sales Tax Exempt	2,711,516	2,789,646	3,000,000	3,100,000
25 Electric Hook Up Fees	224,899	225,996	260,000	250,000
<b>36 Miscellaneous Revenues:</b>				
00 Miscellaneous Revenue	268,469	216,122	165,000	175,000
03 Temporary Power Charges	45,844	64,043	75,000	75,000
05 Revenue from Damages	-	9,879	25,000	25,000
10 Interest Income	22,512	28,556	34,731	34,731
15 Salvage Revenue	-	-	25,000	25,000
20 Gain/Loss Sales of Fixed Assets	22,423	6,164	-	-
25 Contribution Capital Funding	538,168	662,991	-	-
50 Late Payment Penalties	183,021	167,555	175,000	180,000
60 Pole Attachment Revenue	43,110	43,362	50,000	50,000
<b>37 Capital Revenues:</b>				
60 Subdivision Development Reimbursement	1,796,358	1,361,565	2,000,000	2,000,000
<b>TOTAL FUND REVENUES</b>	<b>\$ 27,422,291</b>	<b>\$ 28,497,635</b>	<b>\$ 31,809,731</b>	<b>\$ 32,914,731</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 1,330,830	\$ 1,556,232	\$ 1,880,645	\$ 2,024,882
11 Overtime	71,079	84,243	109,640	135,047
13 Employee Benefits	617,049	641,961	886,972	1,079,491
14 Uniforms	7,204	10,358	13,200	17,450
21 Books, Subscriptions, & Memberships	2,480	834	1,500	1,500
23 Travel & Training	16,329	20,107	24,000	48,100
24 Office Supplies	13,903	11,684	9,650	9,700
25 Fleet Fund Charges	350,000	350,150	350,000	455,000

## BUDGET INFORMATION - CONTINUED

FUND 53	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
26 Buildings & Grounds O & M	37,570	36,591	27,325	129,325
27 Utilities	43,683	45,840	52,000	52,000
28 Supplies & Maintenance	1,592	5,065	2,000	2,000
29 Risk Management Fund Charges	200,000	200,000	200,000	300,000
30 Electricity - Lehi City Power	14,930	17,333	17,333	17,333
31 Professional & Technical	19,940	17,305	70,000	91,300
32 IT Fund Charges	20,000	20,000	20,000	20,000
33 Computer Maintenance	-	-	5,000	5,000
36 Bond Fees / Admin Fees	72,750	1,676	2,500	2,500
38 Tree Trimming Expense	63,603	20,000	45,000	60,000
40 Safety	2,726	33,503	25,000	31,100
41 Insurance Expense	-	2,065	-	-
42 Delinquent Collection Expense	14,442	36,462	22,031	22,031
43 Billing Expense	153,129	113,456	150,000	150,000
44 Bad Debt Expense	195,519	112,491	65,000	65,000
45 System Maintenance	\$ 293,933	\$ 770,706	\$ 26,000	\$ 27,300
45-100 Miscellaneous	7,448	6,202	24,000	24,000
46 Resale Power Purchase	18,729,502	19,244,741	20,300,000	22,500,000
47 Supplies & Maintenance	47,462	47,780	41,500	46,000
48 Substation Maintenance	40,384	2,881	55,000	64,500
49 Power Locating	4,787	223	3,500	3,500
60 Debt Bond Interest	91,066	89,190	804,000	804,000
71 Allocation to General Fund	265,920	265,920	266,000	266,000
85 Depreciation	1,947,903	-	-	-
<b>50 Capital Expenses:</b>				
50-001 Reserves	-	-	2,210,299	2,782,673
53 Improvement to System	-	419,487	200,000	400,000
54 Capital Outlay	-	-	135,000	381,000
55 Street Light Project	-	42,630	150,000	150,000
56 Subdivision Construction	-	928,815	250,000	250,000
57 Power Line Purchases	-	110,277	150,000	150,000
59-100 New Equipment	-	-	50,000	67,000
59-101 Veyo Project Prepayment	-	3,894,403	-	-
59-102 Substation Security	-	-	30,000	30,000
59-120 Designated City Projects	-	80,744	50,000	50,000
59-130 Equipment Storage	-	3,680	200,000	200,000
<b>TOTAL FUND EXPENSES</b>	<b>\$ 24,629,255</b>	<b>\$ 29,245,035</b>	<b>\$ 28,924,095</b>	<b>\$ 32,914,731</b>
<b>FUND SURPLUS / (DEFICIT)</b>	<b>\$ 2,793,036</b>	<b>\$ (747,400)</b>	<b>\$ -</b>	<b>\$ -</b>

<b>FEES</b>						
<b>DEPARTMENT 53 - POWER</b>			<b>APPROVED FY 2014</b>	<b>APPROVED FY 2015</b>	<b>APPROVED FY 2016</b>	<b>APPROVED FY 2017</b>
<b>Connection Fee:</b>						
Single Phase Single Meter:						
Up to 200 AMPS			\$ 325	\$ 325	\$ 325	\$ 325
201-400 AMPS			450	450	450	450
Three Phase Single Meter:						
Up to 200 AMPS			350	350	350	350
201-400 AMPS			275	275	275	275
401-800 AMPS			975	975	975	975
801-1,600 AMPS			1,250	1,250	1,250	1,250
1,601-2,500 AMPS			1,500	1,500	1,500	1,500
2,501-4,000 AMPS			1,900	1,900	1,900	1,900
Single Phase Multimeter/meter (AMPS cost schedule same as single meter)			60	60	60	60
Three Phase Multimeter/meter (AMPS cost schedule same as single meter)			200	200	200	200
Net Meter			-	-	-	500
<b>Impact Fee:</b>						
Residential Single Phase Service Sizes:						
<u>AMPS</u>	<u>KVA</u>	<u>Peak Demand</u>				
100	24	5	\$ 1,135	\$ 1,135	\$ 1,135	\$ 1,135
125	30	6	1,362	1,362	1,362	1,362
150	36	7	1,589	1,589	1,589	1,589
200	48	8	1,800	1,816	1,816	1,816
225	54	10	2,270	2,270	2,270	2,270
400	96	14	3,177	3,177	3,177	3,177
Commercial Single Phase Service Sizes:						
<u>AMPS</u>	<u>KVA</u>	<u>Peak Demand</u>				
100	24	5	1,135	1,135	1,135	1,135
125	30	7	1,589	1,589	1,589	1,589
150	36	9	2,043	2,043	2,043	2,043
200	48	14	3,177	3,177	3,177	3,177
400	96	19	4,312	4,312	4,312	4,312
Commercial/Residential 3-Phase (120/240) Service Sizes:						
<u>AMPS</u>	<u>KVA</u>	<u>Peak Demand</u>				
125	52	16	3,631	3,631	3,631	3,631
150	62	24	5,447	5,447	5,447	5,447
200	83	31	7,035	7,035	7,035	7,035
400	166	63	14,298	14,298	14,298	14,298
600	249	94	21,333	21,333	21,333	21,333
800	333	126	28,596	28,596	28,596	28,596

## FEES - CONTINUED

DEPARTMENT 53 - POWER			APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
1000	416	157	35,631	35,631	35,631	35,631
1200	499	189	42,894	42,894	42,894	42,894
1600	665	252	57,191	57,191	57,191	57,191
2000	831	312	71,489	71,035	71,035	71,035
2500	1039	394	89,418	89,418	89,418	89,418
Commercial/Residential 3-Phase (120/208)						
Service Sizes:						
<u>AMPS</u>	<u>KVA</u>	<u>Peak Demand</u>				
125	45	16	3,631	3,631	3,631	3,631
150	54	24	5,447	5,447	5,447	5,447
200	72	31	7,035	7,035	7,035	7,035
400	144	63	14,298	14,298	14,298	14,298
600	216	94	21,333	21,333	21,333	21,333
800	288	126	28,596	28,596	28,596	28,596
1000	360	157	35,631	35,631	35,631	35,631
1200	432	189	42,894	42,894	42,894	42,894
<u>AMPS</u>	<u>KVA</u>	<u>Peak Demand</u>				
1600	576	252	57,191	57,191	57,191	57,191
2000	721	315	71,489	71,489	71,489	71,489
2500	901	394	89,418	89,418	89,418	89,418
Commercial/Residential 3-Phase (277/480V)						
Service Sizes:						
<u>AMPS</u>	<u>KVA</u>	<u>Peak Demand</u>				
125	104	35	7,943	7,943	7,943	7,943
150	125	52	11,801	11,801	11,801	11,801
200	166	73	16,567	16,567	16,567	16,567
400	333	145	32,908	32,908	32,908	32,908
600	499	219	49,702	49,702	49,702	49,702
800	665	290	65,816	65,816	65,816	65,816
1000	831	364	82,610	82,610	82,610	82,610
1200	998	436	98,950	98,950	98,950	98,950
1600	1330	583	132,312	132,312	132,312	132,312
2000	1663	728	165,220	165,220	165,220	165,220
2500	2078	910	206,525	206,524	206,524	206,524
3000	2494	1092	247,829	247,829	247,829	247,829
3500	2910	1272	288,672	228,680	228,680	228,680
3750	3118	1363	309,333	309,333	309,333	309,333
4000	3326	1454	329,985	329,985	329,985	329,985

## FEES - CONTINUED

DEPARTMENT 53 - POWER	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
<b>Service Charge:</b>				
Residential/kWh (\$4.50 minimum bill)	0.08761	0.08761	0.08761	0.08761
Commercial base/month	9	9	9	9
+/kWh. 1st 1,000 kWh (if no demand)	0.0980	0.0980	0.0980	0.0980
+/kWh. >1st 1,000 kWh (if no demand)	0.0661	0.0661	0.0661	0.0661
+/kWh. 1st 1,000 kWh (if demand)	0.0980	0.0980	0.0980	0.09890
+/kWh, > 1st 1,000 kWh (if demand)	0.0661	0.0661	0.0661	0.0661
+Demand/kW	7.75	7.75	7.75	7.75
Net Meter kWh			0.08761	0.08761
kWh if Generated by Customer Exceeds Consumption	-	-	-	0.08761 credit
Meter Tampering	100	100	100	100
Pole Attachment/year	18	18	18	18
Banner Installation and Removal	150	150	150	150
+ each additional week	50	50	50	50

# WASTE COLLECTION

## FUND DESCRIPTION

Solid waste collection is managed by the Finance Department (see page 80) and is contracted to Waste Management of Utah. The contractor supplies solid waste collection containers and collects the waste. The Finance Department is responsible for educating residents about dump passes, spring cleanup, and cleanup dumpsters that are accessible year-round and located throughout the City.

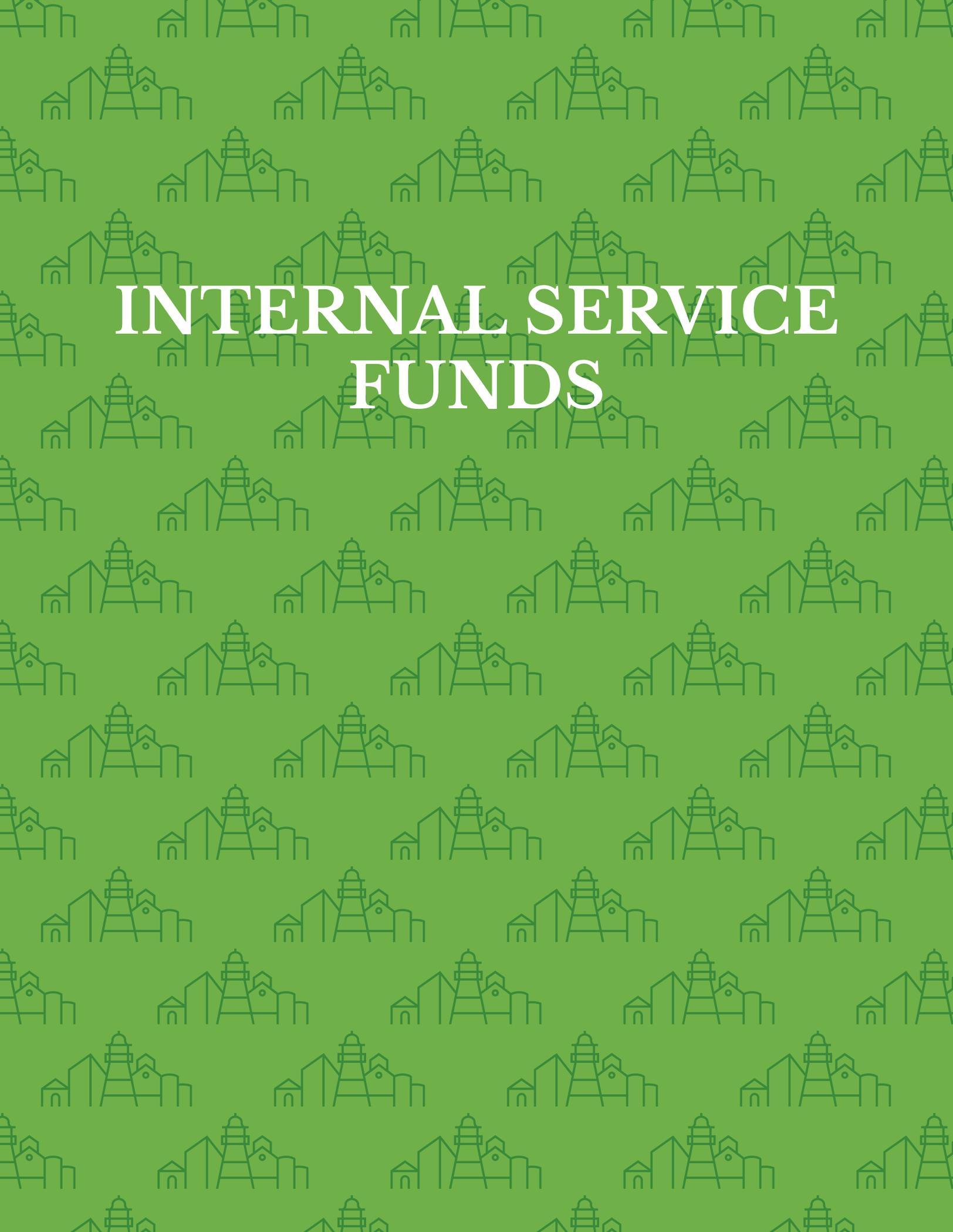
## BUDGET INFORMATION

FUND 54	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>30 Operating Revenues:</b>				
20 Garbage Service Charges	\$ 2,025,666	\$ 2,025,666	\$ 2,300,000	\$ 2,350,000
22 Dump Pass Receipts	7,980	7,980	7,500	7,500
<b>36 Miscellaneous Revenues:</b>				
10 Interest Income	2,367	2,367	500	500
<b>37 Other Revenues:</b>				
35 Re-Appropriation of Fund Balance	-	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 2,036,013</b>	<b>\$ 2,036,013</b>	<b>\$ 2,308,000</b>	<b>\$ 2,358,000</b>
<b>40 Operating Expenses:</b>				
11 Garbage Contract Payment	\$ 1,822,643	\$ 1,822,643	\$ 1,603,000	\$ 1,603,000
38 Operation Expenses by Ton / Month	566,180	566,180	550,000	550,000
42 Billing Expense	24,845	24,845	25,000	25,000
43 Bad Debt Expense	10,530	10,530	10,000	10,000
45 City Clean-up Expense	2,921	2,921	10,000	10,000
71 Allocation to General Fund	10,000	10,000	10,000	10,000
72 Reserves	-	-	100,000	150,000
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 2,437,119</b>	<b>\$ 2,437,119</b>	<b>\$ 2,308,000</b>	<b>\$ 2,358,000</b>
<b>FUND SURPLUS / (DEFICIT)</b>	<b>\$ (401,106)</b>	<b>\$ (401,106)</b>	<b>\$ -</b>	<b>\$ -</b>

ENTERPRISE FUNDS

## FEES

DEPARTMENT 54	APPROVED FY 2014	APPROVED FY 2015	APPROVED FY 2016	APPROVED FY 2017
First garbage tote/month	\$ 12	\$ 10.50	\$ 10.50	\$ 10.50
Additional garbage tote(s) each / month	10	10	10	10
Recyclables tote (bi-weekly collect) / month	Free	Free	Free	Free
Green waste tote / month (April - November only)	6.50	6.50	6.50	6.50

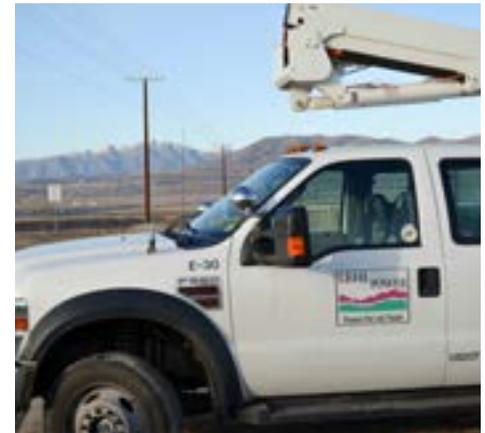


# INTERNAL SERVICE FUNDS

# INTERNAL SERVICE FUNDS

## FUND DESCRIPTION

Internal service funds are used to fund divisions and sections within departments that provide services to internal city entities. As a result, they receive revenues through charges to other departments and their associated funds. The city has four internal service funds: Information Technology, Fleet, Risk Management, and Building/Grounds.



# INFORMATION TECHNOLOGY FUND

FUND 63	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Miscellaneous Revenues:</b>				
10 Interest Income	\$ 1,785	\$ 2,744	\$ 7,500	\$ 7,500
<b>37 Other Revenues:</b>		640		
80 Reserves	-	-	282,268	292,044
<b>38 Operating Revenues:</b>				
30 Charge to General Fund	553,000	552,999	557,000	573,000
31 Charge to Legacy Center Fund	46,000	46,000	46,000	46,000
32 Charge to Water Fund	32,000	32,000	32,000	32,000
33 Charge to Sewer Fund	6,000	6,000	6,000	6,000
34 Charge to Electric Fund	20,000	20,000	20,000	20,000
35 Charge to Drainage Fund	-	-	6,000	6,000
36 Charge to Museum Fund	6,000	4,500	6,000	-
39 Charge to Fleet Fund	2,000	2,000	2,000	2,000
40 Charge to Risk Management Fund	4,000	4,000	4,000	4,000
41 Charge to Buildings & Grounds Fund	-	-	-	5,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 670,785</b>	<b>\$ 670,883</b>	<b>\$ 968,768</b>	<b>\$ 993,544</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 195,181	\$ 205,915	\$ 210,093	\$ 205,956
13 Employee Benefits	85,613	76,904	97,967	115,149
21 Books, Subscriptions, & Memberships	1,427	895	2,000	2,000
23 Travel & Training	9,691	8,583	15,000	15,000
24 Office Supplies	106	-	1,500	1,500
25 Fleet Fund Charges	3,000	3,000	3,000	3,000
27 Utilities	3,347	3,394	5,000	5,000
28 Supplies & Maintenance	109,208	91,666	178,483	178,483
29 Risk Management Fund Charges	5,000	5,000	5,000	5,000
31 Professional & Technical	33,188	20,134	15,000	15,000
45 Miscellaneous	24,800	1,506	43,049	43,049
46 Software Licensing	9,422	203,328	41,676	41,676
47 Software Maintenance	-	-	45,000	45,000
55 Hardware Replacement	-	35,914	200,000	200,000
56 Software Upgrade	-	-	100,000	100,000
70 Reserves	-	-	-	17,732
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 527,607</b>	<b>\$ 656,239</b>	<b>\$ 962,768</b>	<b>\$993,544</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 143,178</b>	<b>\$ 14,644</b>	<b>\$ 6000</b>	<b>-</b>

# FLEET FUND

FUND 64	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Miscellaneous Revenues:</b>				
10 Interest Income	\$ 2,469	\$ 2,105	\$ 20,840	20,840
<b>37 Other Revenues:</b>				
80 Reserves	-	-	385,150	138,038
90 Miscellaneous	6,491	-	16,288	-
<b>38 Operating Revenues:</b>				
30 Charge to General Fund	1,023,000	1,388,000	1,388,000	888,000
31 Charge to Legacy Center Fund	2,000	2,000	2,000	2,000
32 Charge to Water Fund	111,240	111,240	111,240	111,240
33 Charge to Sewer Fund	75,000	75,000	125,000	125,000
34 Charge to Electric Fund	350,000	350,000	350,000	455,000
35 P.I. Fund	25,000	25,000	25,000	25,000
36 Charge to Drainage Fund	-	-	25,000	25,000
37 Charge to Buildings & Grounds Fund	-	-	-	5,000
39 Charge to IT Fund	3,000	3,000	3,000	3,000
40 Charge to Risk Management Fund	5,000	5,000	5,000	5,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 1,603,200</b>	<b>\$ 1,961,345</b>	<b>\$ 2,456,518</b>	<b>\$1,803,118</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 99,925	\$ 105,458	\$ 132,259	\$ 206,936
11 Overtime	19,275	7,015	-	-
13 Employee Benefits	55,761	56,653	65,466	102,386
21 Books, Subscriptions, & Memberships	9,506	11,938	2,500	7,500
23 Travel & Training	3,792	7,941	10,000	10,000
24 Office Supplies	1,200	656	1,200	1,200
25 Operating Expenses	377,073	403,919	348,479	375,000
25-100 Fuel	541,735	511,847	485,800	485,800
26 IT Fund Charges	2,000	2,000	2,000	2,000
28 Supplies & Maintenance	261	45,780	100,000	100,000
29 Risk Management Fund Charges	5,000	5,000	5,000	5,000
45 Miscellaneous	3,810	9,025	12,296	12,296
54 Equipment Replacement	-	568,111	1,128,489	495,000
70 Reserves	356,516	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,475,084</b>	<b>\$ 1,732,343</b>	<b>\$ 2,293,489</b>	<b>\$ 1,803,118</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 128,116</b>	<b>\$ 229,002</b>	<b>\$ 163,029</b>	<b>\$ -</b>

# RISK MANAGEMENT FUND

FUND 65	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>36 Miscellaneous Revenues:</b>				
10 Interest Income	\$ 3,613	\$ 4,099	\$ 4,099	\$ 4,099
<b>38 Operating Revenues:</b>				
30 Charge to General Fund	90,991	92,000	92,000	92,000
31 Charge to Legacy Center Fund	65,000	65,000	65,000	65,000
32 Charge to Water Fund	60,000	60,000	60,000	60,000
33 Charge to Sewer Fund	50,000	50,000	50,000	50,000
34 Charge to Electric Fund	200,000	200,000	200,000	300,000
35 Charge to P.I. Fund	50,000	50,000	50,000	50,000
36 Charge to Museum Fund	10,000	10,000	10,000	10,000
37 Charge to Drainage Fund	15,000	15,000	15,000	15,000
38 Charge to IT Fund	5,000	5,000	5,000	5,000
39 Appropriated Fund Balance	-	-	313,632	215,800
40 Miscellaneous Fund Balance	-	80,289	42,017	-
39 Charge to Fleet Fund	5,000	5,000	5,000	5,000
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 573,466</b>	<b>\$ 633,296</b>	<b>\$ 911,748</b>	<b>\$ 871,899</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 75,055	\$ 75,055	\$ 75,691	\$ 75,691
13 Employee Benefits	34,489	34,940	38,090	40,258
21 Books, Subscriptions, & Memberships	2,729	5,627	2,950	2,950
23 Travel & Training	2,381	3,460	5,000	5,000
24 Office Supplies	211	618	500	500
25 Fleet Fund Charges	5,000	5,000	5,000	5,000
26 Damage Repairs	44,310	58,124	45,000	45,000
27 Utilities	500	-	500	500
28 Safety	9,472	6,092	20,000	20,000
29 IT Fund Charges	4,000	4,000	4,000	4,000
30 Electricity - Lehi City Power	-	-	500	500
31 Professional & Technical	13,831	12,336	15,500	15,500
33 Litigation Claims Management	-	6,174	40,000	40,000
41 Insurance Expense	538,466	569,028	600,000	600,000
45 Miscellaneous	23,108	1,610	17,000	17,000
95 Depreciation	477	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 753,529</b>	<b>\$ 782,064</b>	<b>\$ 869,731</b>	<b>\$ 871,899</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ (180,063)</b>	<b>\$ (148,768)</b>	<b>\$ 42,017</b>	<b>\$ -</b>

# BUILDINGS & GROUNDS FUND

FUND 69	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	PLANNED FY 2017
<b>30 Operating Revenues:</b>				
30 Charge to General Fund	\$ 195,183	\$ 445,184	\$197,675	\$ 592,559
31 Charge to Legacy Center Fund	92,000	80,000	92,000	92,000
32 Charge to Water Fund	10,000	10,000	10,000	10,000
33 Charge to Sewer Fund	10,000	10,000	10,000	60,000
34 Charge to Electric Fund	27,328	27,324	27,328	129,325
35 Charge to P.I. Fund	17,900	20,004	17,900	20,000
36 Charge to Museum Fund	10,950	2,940	10,950	-
37 Charge to Drainage Fund	16,000	10,000	16,000	10,000
70 Reserves	-	-	115,967	-
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 379,361</b>	<b>\$ 605,452</b>	<b>\$ 497,820</b>	<b>\$ 913,884</b>
<b>40 Operating Expenses:</b>				
10 Salaries & Wages	\$ 68,886	\$ 118,983	\$ 150,170	\$ 259,100
11 Overtime	222	513	-	-
12 Uniforms	-	1,561	1,000	1,000
13 Employee Benefits	36,795	52,146	61,975	141,289
21 Books, Subscriptions, & Memberships	350	-	500	500
23 Travel & Training	1,185	2,646	2,500	2,500
24 Office Supplies	15	700	500	500
25 Fleet Fund Charges	-	-	5,000	5,000
26 Repairs	164,871	216,064	189,325	174,825
27 Utilities	-	-	500	500
28 Supplies & Maintenance	50,557	59,795	50,000	50,000
29 IT Fund Charges	-	-	5,000	5,000
45 Miscellaneous	2,898	3,915	11,350	6,350
54 Capital Outlay	-	-	20,000	253,200
70 Reserves	-	-	-	14,120
95 Depreciation	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 335,764</b>	<b>\$ 456,323</b>	<b>\$ 497,820</b>	<b>\$ 913,884</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 43,597</b>	<b>\$ 149,129</b>	<b>\$ -</b>	<b>\$ -</b>



# REDEVELOPMENT AGENCY FUNDS

# REDEVELOPMENT AGENCY FUNDS

## FUND DESCRIPTION

Redevelopment Areas (RDAs) (now called Urban Renewal Areas), Economic Development Areas (EDAs), and Community Development Areas (CDAs) are established by the Lehi Redevelopment Agency in certain areas of the City identified for redevelopment and economic development. The creation of an RDA is based primarily on blight reduction and job creation, the creation of an EDA based on job creation, and the creation of a CDA is based on broad economic development factors. RDAs, EDAs, and CDAs allow the City to utilize tax increment financing (TIF) to stimulate development within the area. Additional information on redevelopment and economic development efforts within the City can be found on page 74.

## MILLPOND AREA RDA

FUND 60	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Revenues:</b>				
31-10 Property Tax	\$ 430,349	\$ 430,349	\$ 429,497	\$ 450,000
36-10 Interest Income	4,403	4,403	7,500	7,500
38-10 Reserves	-	-	-	758,941
<b>TOTAL REVENUE</b>	<b>\$ 434,752</b>	<b>\$ 434,752</b>	<b>\$ 436,997</b>	<b>\$ 1,216,441</b>
<b>40 Expenses:</b>				
71 Reserves	\$ -	\$ -	\$ 262,500	\$ -
72 Millpond RDA Engineering	-	-	-	320,000
73 Millpond RDA Streets	-	-	-	700,000
76 Transfer to Outdoor Pool	750,000	750,000	70,000	196,441
<b>TOTAL EXPENSES</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 332,500</b>	<b>\$ 1,216,441</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ (315,248)</b>	<b>\$ (315,248)</b>	<b>\$ 104,497</b>	<b>\$ -</b>

## XACTWARE

FUND 62	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Revenue:</b>				
31-10 Property Tax	\$ -	\$ -	\$ 168,764	\$ 175,000
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>\$ 168,764</b>	<b>\$ 175,000</b>
<b>40 Expenses:</b>				
32 Administration	\$ -	\$ -	\$ 5,063	\$ 5,250
80 Taxing Entities	-	-	163,701	169,750
<b>TOTAL EXPENSES</b>	<b>-</b>	<b>-</b>	<b>\$ 168,764</b>	<b>\$175,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# IM FLASH AREA RDA

FUND 61	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Revenues:</b>				
31-10 Property Tax	\$ 7,986,936	\$ 7,986,936	\$ 9,136,627	\$ 9,200,000
38-91 Micro Loan Proceeds	-	-	9,000,000	9,000,000
<b>TOTAL REVENUE</b>	<b>\$ 7,986,936</b>	<b>\$ 7,986,936</b>	<b>\$ 18,136,627</b>	<b>\$18,200,000</b>
<b>40 Expenses:</b>				
70 Contribution to Alpine School District	\$ 1,102,197	\$ 1,102,197	\$ 1,190,000	\$ 1,200,000
71 TSSD	-	-	135,000	135,000
72 Contribution to Utah County	191,687	191,687	225,988	225,000
75 Transfer to Lehi City	1,127,742	1,127,742	1,190,000	1,200,000
90 Debt Service - Micron Note	5,590,855	5,590,855	6,395,639	6,440,000
91 IM Flash Construction Projects/ Misc.	-	-	9,000,000	9,000,000
<b>TOTAL EXPENSES</b>	<b>\$ 8,012,481</b>	<b>\$ 8,012,481</b>	<b>\$ 18,136,627</b>	<b>\$ 18,200,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ (25,545)</b>	<b>\$ (25,545)</b>	<b>\$ -</b>	<b>\$ -</b>



# THANKSGIVING PARK EDA

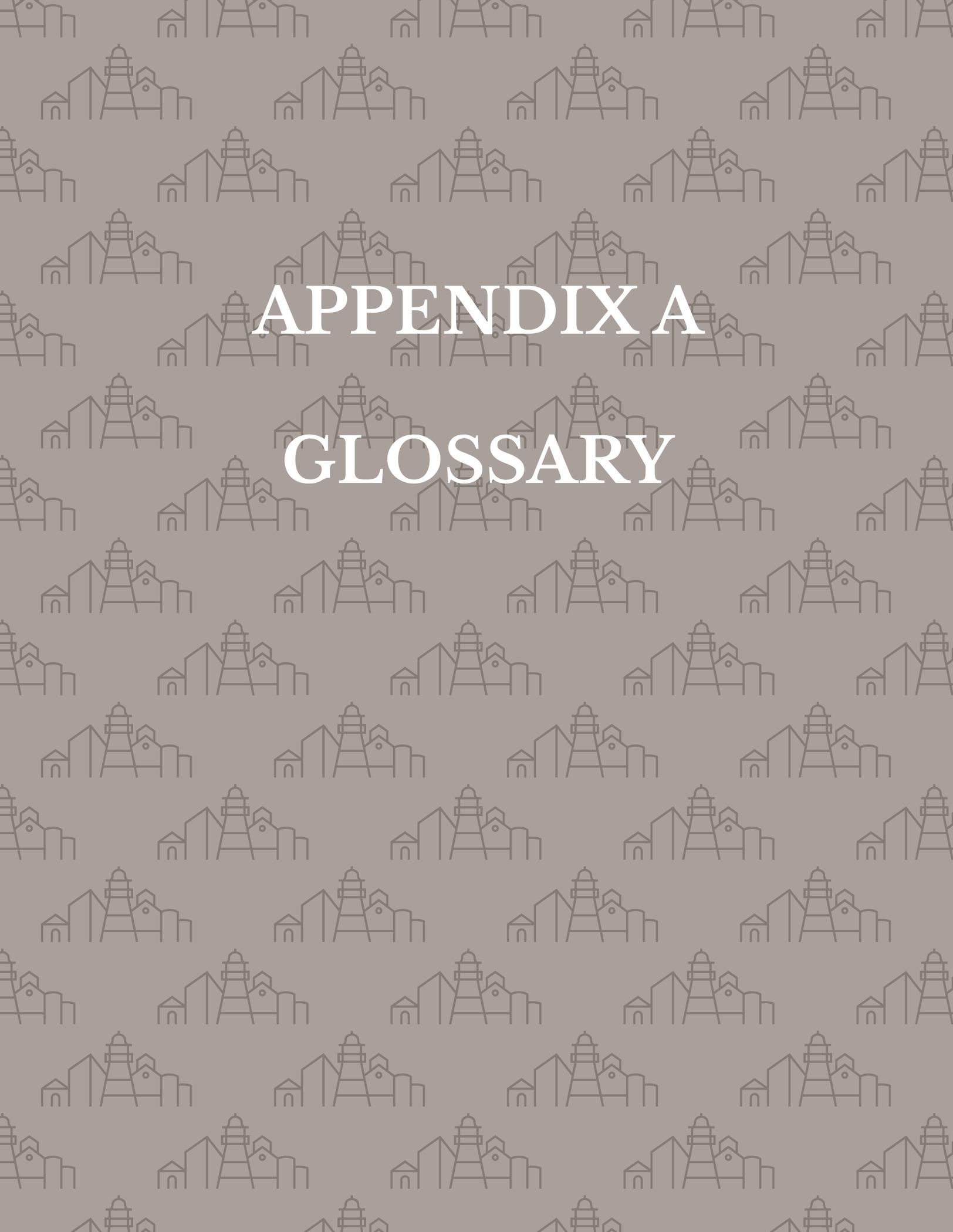
FUND 66	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Revenue:</b>				
31-10 Property Tax	\$ 81,129	\$ 132,366	\$ 172,703	\$ 185,000
38-91 Contribution/ Loan	475,000	475,000	-	-
<b>TOTAL REVENUE</b>	<b>\$ 556,129</b>	<b>\$ 607,366</b>	<b>\$ 172,703</b>	<b>\$ 185,000</b>
<b>40 Expenses:</b>				
31 Professional and Technical	\$ 4,057	\$ -	\$ 8,635	\$ 8,750
70 Thanksgiving Park Distribution	77,072	125,748	164,068	176,250
91 Development Costs	475,000	475,000	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 556,129</b>	<b>\$ 600,748</b>	<b>\$ 172,703</b>	<b>\$ 185,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ -</b>	<b>\$ 6,618</b>	<b>\$ -</b>	<b>\$ -</b>

# ADOBE EDA

FUND 67	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Revenue:</b>				
31-10 Property Tax	\$ 756,962	\$ 756,962	\$ 651,679	\$ 675,000
38-91 Note Proceeds	17,478,052	17,487,052	-	
<b>TOTAL REVENUE</b>	<b>\$ 18,235,014</b>	<b>\$ 18,235,014</b>	<b>\$ 651,679</b>	<b>\$ 675,000</b>
<b>40 Expenses:</b>				
31 EDA Costs	\$ 4,601	\$ 4,601	\$ -	\$ -
32 Administration	-	-	43,467	43,000
80 Taxing Entities	-	-	608,212	632,000
81 Aid to Construction Impact Fee	706,473	706,476	-	-
82 Redevelopment Expenditures	17,478,052	17,478,052	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 18,189,126</b>	<b>\$ 18,189,126</b>	<b>\$ 651,679</b>	<b>675,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ 45,888</b>	<b>\$ 45,888</b>	<b>\$ -</b>	<b>\$ -</b>

# OUTLETS AT TRAVERSE MOUNTAIN CDA

FUND 68	ACTUAL FY 2014	ACTUAL FY 2015	ESTIMATED FY 2016	APPROVED FY 2017
<b>Revenue:</b>				
31-10 Property Tax	\$ 104,346	\$ 104,346	\$ 352,112	\$ 375,000
31-20 Sales Tax	461,617	461,617	820,000	820,000
38-80 Tax Increment Financing				
<b>TOTAL REVENUE</b>	<b>\$ 565,963</b>	<b>\$ 565,963</b>	<b>\$ 1,172,112</b>	<b>\$ 1,195,000</b>
<b>40 Expenses:</b>				
70 Tax Increment Projects	\$ -	\$ -	\$ -	\$ -
72 Aid to Construction	-	-	1,320,000	-
80 Sales Tax Reimbursement	565,963	565,963	-	820,000
80 Property Tax Reimbursement	-	-	-	375,000
<b>TOTAL EXPENSES</b>	<b>\$ 565,963</b>	<b>\$ 1,250,000</b>	<b>\$ 1,320,000</b>	<b>\$ 1,195,000</b>
<b>FUND SURPLUS/ (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (147,888)</b>	<b>\$ -</b>

The background of the page is a repeating pattern of stylized, line-art buildings. Each building has a central tower with a dome and two smaller structures on either side. The pattern is light gray and covers the entire page.

# APPENDIX A

# GLOSSARY

# GLOSSARY

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## A

### **ACCOUNTING PERIOD:**

A period of time, (month, quarter, year), for which a financial statement is produced.

### **ACCOUNTING SYSTEM:**

The total structure of records and procedures which discover, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, balanced account groups, and organizational components.

### **ACCRUAL BASIS:**

Accounting method in which revenues and expenses are accounted for as they are earned or incurred, although they may not have been received or paid yet. The alternative is cash-basis accounting, in which revenues and expenses are recognized only when cash is received or paid.

### **ACTUAL:**

Actual, as used in the fund summaries and department and division summaries within the budget document, represents the actual costs results of operations. This category is presented on a GAAP basis, with the exception that depreciation and amortization are not budgeted and principal payments on debt in the enterprise funds are budgeted as expenses.

### **ADOPTED:**

Adopted, as used in the fund summaries and department and division summaries within the budget document, represents the budget as approved by the City Council.

### **ADOPTED BUDGET:**

The financial plan for the fiscal year beginning July 1.

### **ALLOCATED COST:**

A method for allocating overhead time and other expenses to activities that provide direct services.

### **ALLOTMENT:**

To divide an appropriation into amounts that may be encumbered or expended during an allotment period.

### **AMENDED OR REVISED BUDGET:**

The current year adopted budget adjusted to reflect all budget amendments approved by the City Council through the date indicated.

### **AMORTIZATION:**

The deduction of capital expenses over a specific period of time. Similar to depreciation, it is a method of measuring the consumption of the value of long-term assets like equipment or buildings.

### **APPROPRIATION:**

A legal authorization that permits the City to make expenditures and to incur obligations and expend resources for specific purposes.

## **ASSESSED VALUATION:**

A valuation set upon real estate or other property by a government body basis for levying taxes.

## **ASSESSMENT ROLL:**

A document prepared by the county establishing assessed valuation of real estate and other property with the amount of ad valorem tax owed.

## **AUDIT:**

A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to; ascertain whether financial statements fairly present financial positions and results of operations; test whether transactions have been legally performed; identify areas for possible improvements in accounting practices and procedures; ascertain officials responsible for governmental resources.

# **B**

## **BALANCED BUDGET:**

A financial plan of operation in which revenues equal expenditures for the fiscal year. A balanced budget is required of municipalities by the State law.

## **BALANCE SHEET:**

A statement presenting the financial position of an entity by disclosing the value of its assets, liabilities and equities at a specified date.

## **BASE BUDGET:**

Those resources necessary to meet an established and existing service level.

## **BASIS OF BUDGETING:**

Basis of budgeting refers to the method used for recognizing revenues and expenditures in the budget. The City uses the modified accrual basis of accounting for budgetary purposes, which is in compliance with Generally Accepted Accounting Principles.

## **BEGINNING FUND BALANCE:**

The Ending Fund Balance of the previous period. (See ENDING FUND BALANCE)

## **BOND:**

A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date(s) along with periodic interest paid at a specified percentage of principal (interest rate). Bonds are typically used for long-term debt.

## **BUDGET:**

A plan of financial operation embodying an estimate of proposed means of financing them. Used without a modifier, the term usually indicated a financial plan for a single fiscal year. The term "A budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes it designates the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body.

## **BUDGET CALENDAR:**

The schedule of essential dates or milestones which a government follows in the preparation and adoption of the budget.

## **BUDGET DOCUMENT:**

The official written statement prepared by the budget office and supporting staff which presents the proposed budget to the legislative body.

## **BUDGET MESSAGE:**

A general discussion of the proposed budget presentation in writing as part of or supplement to the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the Chief Executive.

## **BUDGET MODIFICATION:**

A change in expenditure levels and corresponding resources needed to accomplish an existing service level or unanticipated service. All budget modifications are reflected in the current year budget and have been approved by City Council.

## **BUDGET RETREAT:**

A meeting scheduled for the Mayor and Council with Administration to discuss important issues to be addressed in the budget. The place of the meeting is at a location away from City Hall and usually is at least a one-day event.

## **BUDGET SUPPLEMENT:**

A request for an increase or decrease in an existing service level (over and above the base budget).

## **BUDGETARY BASIS:**

Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP), with the exception that (1) encumbrances are considered to be an expenditure chargeable to appropriations; (2) no depreciation is budgeted for proprietary funds; and (3) bond principal in the enterprise funds is subject to appropriation.

## **BUDGETING (APPROPRIATING):**

The City prepares its budget in conformity with practices prescribed or permitted by the applicable statutes of the State of Utah.

# **C**

## **CAPITAL BUDGET:**

A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget, which includes both operating and capital outlays. The capital budget should be based on a capital improvement plan (CIP).

## **CAPITAL IMPROVEMENT PLAN:**

A plan for capital expenditures to be incurred each year over a fixed period of several future years which sets forth each expenditure.

## **CAPITAL OUTLAYS (EXPENDITURES):**

Expenditures for the acquisition of capital assets.

## **CAPITAL PROJECT:**

Any improvement or acquisition of major facilities with a useful life of at least five years such as roads, bridges, buildings, or land.

## **CAPITAL PROJECTS FUND:**

Funds that are used to account for financial resources to be used for the acquisition or construction of major capital projects (other than those financed by proprietary funds).

**CASH BASIS:**

The method of accounting where revenues and expenditures are recognized as cash is received and disbursed.

**CASH FLOW BUDGET:**

A projection of the cash receipts and disbursements anticipated during a given time period. Typically, this projection covers a year and is broken down into separate projections for each month, week, and/or day during the year.

**CERTIFIED TAX RATE (C.T.R.):**

A tax rate that will provide the same ad valorem property tax revenue for each taxing entity as was levied for the prior year by that entity, plus new growth, less the amount of increase to locally assessed real property taxable values resulting from factoring, reappraisal, or any other adjustment.

**CIP:**

See CAPITAL IMPROVEMENT PROGRAM.

**COMMODITIES:**

Commodities are expendable items purchased through the City-approved centralized purchasing process. This classification includes supplies, repair and replacement parts, small tools, and maintenance and repair materials that are not of a capital nature.

**CONSUMER PRICE INDEX (CPI):**

A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

**CONTINGENCY:**

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

**CONTINUATION BUDGET:**

A level of funding which enables an organization to provide the same amount of services in the following fiscal year as the organization provides in the current fiscal year. A continuation level budget does not necessarily provide funding for growth in demand of services.

**CONTRACTS PAYABLE:**

Contracts payable represents a liability reflecting amounts due on contracts of goods or services furnished to the City.

**CONTRACTUAL SERVICES:**

Includes expenditures for services performed by firms, individuals, or other City departments. Supplies are not included in the contractual services accounts.

**CURRENT LEVEL OF SERVICE:**

A term used to describe amount of service provided to the community in each service area with the current resources available.

**D****DEBT SERVICE:**

Payment of interest and repayment of principal to holders of a government's debt instruments.

## **DEBT SERVICE FUNDS:**

Established to account for the accumulation of resources and for the payment of general long-term debt principal and interest that are not serviced by the General, Special Revenue, and Enterprise Funds. It does not include contractual obligations accounted for in the individual funds.

## **DEMAND:**

A type of measurement category. Demand represents the external factors that demonstrate the needs for the service(s) or program(s), i.e., population, service area, complaints, and waiting lists.

## **DEPARTMENT:**

A major unit of organization in the City comprised of sub-units called Divisions.

## **DEPRECIATION:**

A decrease or loss in value, as because of age, wear, or market conditions. Used in accounting as an allowance made for a loss in the value of property.

## **DIRECT SALES:**

Gross retail sales that are collected from local businesses.

## **DIVISION:**

A sub-unit of a Department organization.

# **E**

## **ELEMENT (GENERAL PLAN):**

There are four main elements of the General Plan which assist the City in delivering high quality services to its constituency. These four elements are LAND USE, PARKS OPEN SPACE and RECREATIONAL FACILITIES, MODERATE INCOME HOUSING, TRANSPORTATION.

## **ENCUMBRANCE:**

Includes obligations in the form of purchase orders, contracts, or other commitments. They cease to be encumbrances when paid, canceled, or when the actual liability is established.

## **ENDING FUND BALANCE:**

Funds carried over at the end of the fiscal year. Within a fund, the revenue on hand at the beginning of the fiscal year, plus revenues received during the year, less expenses equals ending fund balance.

## **ENTERPRISE FUND:**

A fund used to account for operations that are financed and operated in a manner similar to private business enterprises, wherein the stated intent is that the costs (including depreciation) of providing goods and services be financed from revenues recovered primarily through user fees.

## **EXPENDITURES:**

Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service, and capital outlays.

# **F**

## **FEES:**

Charges for specific services.

## **FINANCIAL POLICY:**

A government's directive with respect to revenues, spending, reserves, and debt management as these relate to government services, programs, and capital investment. Financial policy provides an agreed upon set of principles for the planning and programming of government budgets and its funding.

## **FISCAL YEAR:**

Any period at the end of which a governmental unit determines its financial condition and the result of its operations and closes its books. NOTE: It is usually a year, though not necessarily a calendar year.

## **FORECAST:**

A prediction of future outcome based on known and unknown factors.

## **FULL-TIME EQUIVALENT (FTE):**

One position funded for a full year. For example, a permanent employee funded and paid for 40 hours/week and 52 weeks/year or 2 employees funded and paid for 20 hours/week and 52 weeks/year would be equal to one full-time equivalent.

## **FUND:**

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

## **FUND BALANCE (EQUITY):**

The excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

## **FUNDING SOURCES:**

A term referring to the type or origination of funds to finance recurring or non-recurring expenditures. Examples include revenues such as ad valorem taxes, user fees, licenses, permits, and grants and non-revenues such as fund balance and inter-fund transfers.

## **FUND SUMMARY:**

A combined statement of revenues, expenditures, and changes in fund balance for the prior year's actual, adopted, estimated budgets, and the current year's adopted budgets.

# **G**

## **GAAP ADJUSTMENTS:**

Differences arising from the use of a basis of accounting for budgetary purposes that differs from the basis of accounting applicable when reporting on operations in conformity with Generally Accepted Accounting Principles (GAAP). For example, depreciation and amortization in Enterprise Funds are not considered expenses on the budget basis of accounting, but are considered expenses on the GAAP basis.

## **GASB 34:**

A new accounting standard used by the Governmental Accounting Standards Board that is applicable to state and local governments. Compliance with GASB Statement 34 is necessary for the preparation of financial statements in accordance with Generally Accepted Accounting Principles. A significant provision of this new standard includes the preparation of government-wide financial statements that summarize the information of the government as a whole using the accrual basis of accounting (in addition to the continuing requirements for fund financial statements using the modified accrual basis of accounting). Infrastructure assets such as streets, bridges, and sidewalks are also to be included in the government-wide financial statements. There are also expanded disclosure requirements.

## **GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP):**

Uniform minimum standards of guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP proved a standard by which to measure financial presentations. The primary authoritative statement on the application of GAAP to state and local governments is the National Council on Governmental Accounting=s Statement 1. Every government should prepare and publish financial statements in conformity with GAAP. The objectives of governmental GAAP financial reports are different from, and much broader than, the objectives of business enterprise GAAP financial reports.

## **GENERAL FUND:**

A fund that accounts for all financial resources necessary to carry out basic governmental activities of the City that are not accounted for in another fund. The General Fund supports essential City services such as police and fire protection, street maintenance, libraries, and parks and open space maintenance. Revenues to support the General Fund are derived from sources such as property tax, sales tax, franchise fees and service fees.

## **GENERAL LONG-TERM DEBT:**

Represents any non-matured debt not considered to be a fund liability.

## **GENERAL OBLIGATION BONDS (G.O. BONDS):**

Bonds secured by the full faith and credit of the issuer. G.O. bonds issued by local units of government are secured by a pledge of the issuer's property taxing power (secondary portion). They are usually issued to pay for general capital improvements such as parks and roads.

## **GOVERNMENTAL FUNDS:**

Account for most governmental functions. Governmental Funds include the General Fund, Special Revenue Funds, and Capital Project Funds.

## **GRANT:**

A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specific purposes.

## **I**

## **IMPACT FEES:**

A type of charge for services imposed on new construction in order to support specific new demands on a given service, e.g., transportation, schools, parks and fire protection.

## **IMPROVEMENT DISTRICTS:**

Consists of property owners desiring improvements to their property. Bonds are issued to finance these improvements, which are repaid by assessments on affected property. Improvement District debt is paid for by a compulsory levy (special assessment) made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

## **INFRASTRUCTURE:**

A permanent installation such as a building, road, or water transmission system that provides public services.

## **IN-LIEU PROPERTY TAX:**

A statewide fee is assessed on motor vehicles "in lieu of property taxes" in the event a citizen does not otherwise pay property taxes on house they own. The fee is assessed based on the age of the vehicle. This is also commonly

called the Motor Vehicle Tax.

### **INTER-FUND TRANSFER:**

Amounts transferred from one fund to another.

### **INTERGOVERNMENTAL REVENUES:**

Levied by one government but shared on a predetermined basis with another government or class of governments.

### **INTERNAL SERVICE FUND:**

Established to account for the financing, on a cost-reimbursement basis, of commodities or services provided by one program for the benefit of other programs within the City. The City maintains three Internal Service Funds to account for Fleet, Information Technology and Self-Insurance activities.

### **ISO:**

The Insurance Service Organization is used to rate the level of risk with the City for various services provided.

## **L**

### **LEGISLATIVE ISSUES:**

Major policy decisions made by the City Council such as General Plan Sub-Elements, ordinances, and resolutions requiring study that need to be scheduled on Council's calendar.

## **M**

### **MEASURE:**

A term referring to any one of four different types of measure: a count, a ratio, a percentage, and a dollar amount. Before developing any measure, it is necessary to identify something that can be counted. In order to identify what is to be counted, the event being assessed must be determined, i.e. days spent in the hospital, certificates of occupancy issued, gallons of water treated, etc.

### **MISCELLANEOUS (FUNDING SOURCE):**

Revenues other than those received from standard sources such as taxes, licenses and permits, grants, and user fees.

### **MISSION STATEMENT:**

A broad statement of purpose derived from an organization's and/or community's values and goals.

### **MODIFIED ACCRUAL BASIS:**

The modified accrual basis of accounting is a mixture of both cash and accrual basis concepts. All funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. Sales taxes are recognized when in the hands of intermediary collecting agencies. All other intergovernmental revenues are recorded as revenue when received. Property tax revenues are recognized in the fiscal year for which they were levied. Licenses and permits, charges for services, fines and forfeitures, and other revenues are recorded as revenue when received in cash.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, an exception to this general rule would include principal and interest on general long-term debt which is recognized when due.

## **N**

### **NET ASSETS:**

The term is used to describe the difference between assets and liabilities to show total fund equity of the fund.

## **NET INCOME:**

Proprietary fund excess of operating revenues, non-operating revenues, and operating transfers in over operating expenses, non-operating expenses, and operating transfer-out.

## **O**

### **OBJECTIVE:**

A statement specifying achievements to be attained within a prescribed time frame. An objective is exchanged/ superseded by another objective at the expiration of the time frame. An objective is directly connected to how the resources of an organization will be used. An objective statement begins with an action verb and includes the quantified statement of the results expected as an outcome of the action.

### **OPERATING BUDGET:**

Plans of current expenditures and the proposed means of financing them. The annual operating budget (or, in the case of some state governments, the biennial operating budget) is the primary means by which most of the financing acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law. Even where not required by law, however, annual operating budgets are essential to sound financial management and should be adopted by every government. (See BUDGET)

### **OPERATING REVENUE:**

Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

### **ORDINANCE:**

A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form or law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

### **OTHER FISCAL ACTIVITY:**

Refers to various trust and agency funds used to account for assets held by the City in a trustee capacity or as an agent for individuals, other governmental units, and other funds.

### **OUTSTANDING DEBT:**

The balance due at any given time resulting from the borrowing of money or from the purchase of goods and services.

## **P**

### **PAY-AS-YOU-GO FINANCING:**

Pay-as-you-go is the financing of improvement projects from current revenues. Such revenues may come from general taxation, fees, charges for services, special funds, or special assessments.

### **PERFORMANCE BUDGET:**

A budget wherein expenditures are based primarily upon measurable performance of activities.

### **PERFORMANCE INDICATOR:**

A performance indicator is a measurement designed by a reasoning process to determine whether or not a service objective has been met. It measures the effectiveness of achieving the objective or how well the objective has been accomplished.

## **PERFORMANCE MEASURE:**

Data collected to determine how effective or efficient a program is in achieving its objectives.

## **PERSONAL SERVICES:**

Include the salaries and wages paid to employees plus the City's contribution for fringe benefits such as retirement, social security, health, and workers' compensation insurance.

## **PROGRAM:**

A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible. A program differs from a division from the standpoint that cost centers from different departments may make up a program while cost centers from the same department to make up a division.

## **PROGRAM BUDGET:**

A budget, which allocates money to the functions or activities of a government rather than to specific items of cost or to specific departments.

## **PROJECT COSTS:**

All the costs associated with a project. These costs include prior year actual expenditures, current year budgeted expenditures and future year planned expenditures.

## **PROPERTY TAX:**

Based according to value of property and is used as the source of monies to pay general obligation debt (secondary property tax) and to support the general fund (primary property tax). (See AD VALOREM TAX)

# **R**

## **RDA:**

See REDEVELOPMENT AGENCY.

## **RE-BUDGET:**

Carryover represents encumbered and committed funds carried forward to the next fiscal year budget.

## **REDEVELOPMENT AGENCY:**

An agency of the City created to administer and account for community redevelopment and economic development project areas, which are financed by incremental taxes collected on the properties in the development. The taxes are used to pay back debt created from improving the infrastructure for the project.

## **REFUNDING:**

A procedure whereby an issuer refinances an outstanding bond issue by issuing new bonds. There are generally two major reasons for refunding: (1) to reduce the issuer's interest costs or (2) to remove a burdensome or restrictive covenant imposed by the terms of the bonds being refinanced. The proceeds of the new bonds are either deposited into escrow to pay the debt service on the outstanding obligations when due, or they are used to immediately retire the outstanding obligations. The new obligations are referred to as the refunding bonds and the outstanding obligations being refinanced are referred to as the refunded bonds or the prior issue.

## **REPLACEMENT SCHEDULE:**

A scheduled used to document information for vehicles and equipment currently used in operations. The information includes description of assets, year of purchase, useful life, amount of original purchase, year to be replaced, and estimated future cost of replacement.

**RESERVE:**

An account which records a portion of the fund balance which must be segregated for some future use and which is, therefore, not available for further appropriation or expenditure.

**RESIDUAL EQUITY:**

A transfer of net assets to another fund when separating a function or service from a combined function or service.

**RESTRICTED REVENUES:**

Funds collected for limited or specific expenditure purposes. These funds are earmarked for specific purposes by requirements within the resource origin, such as: regulations found in bond covenants; grant contracts; local ordinances; donations for a specific purpose; state statute; and federal law or administrative guidelines.

**REVENUE:**

The term designates an increase to a fund's assets which: does increase a liability (e.g., proceeds from a loan); does represent a repayment of an expenditure already made; does represent a cancellation of certain liabilities; and does represent an increase in contributed capital.

**REVENUE BONDS:**

Bonds payable from a specific source of revenue, which do not pledge the full faith, and credit of the issuer. Revenue bonds are payable from identified sources of revenue and do not affect the property tax rate. Pledged revenues may be derived from operation of the financed project, grants, excise, or other specified non-property tax.

**RETAINED EARNINGS:**

Accumulation of net income closed to the balance sheet at the end of the fiscal year. Also known as net assets and used only in the enterprise funds.

**S****SELF INSURANCE:**

The retention by an entity of a risk of loss arising out of the ownership of property or from some other cause instead of transferring that risk through the purchase of an insurance policy.

**SERVICE LEVELS:**

Describe the present services provided by a City department and/or division within the department.

**SPECIAL REVENUE FUNDS:**

Established to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**T****TAX INCREMENT FINANCING:**

The collection of the incremental tax increase from economic development of a project area where debt has been issued as part of a Redevelopment Agency.

**TAX RATE:**

The amount of tax levied for each \$100 of assessed valuation.

**TAX RATE LIMIT:**

The maximum legal rate at which a municipality may levy a tax. The limit may apply to taxes raised for particular purposes or for general purposes.

## **TAXES:**

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as sewer services.

## **TENTATIVE BUDGET:**

A preliminary budget created for review of Mayor and Council in the first meeting in May of each year. It is to be available for public inspection 10 days before the final adoption of the budget.

## **TRANSFERS:**

A term referring to monies moved from one budgetary fund or sub-fund to another. Because of legal or other restrictions, monies collected in one fund may need to be expended in other funds. A transfer is accomplished through Transfers-In (a source of funds) for the recipient fund and an equal Transfer-Out (a use of funds) for the donor fund. When this movement occurs between different funds, it is known as an Inter-fund Transfer. When it occurs between the restricted and unrestricted portions of the same fund, it is known as an Intra-fund Transfer.

## **U**

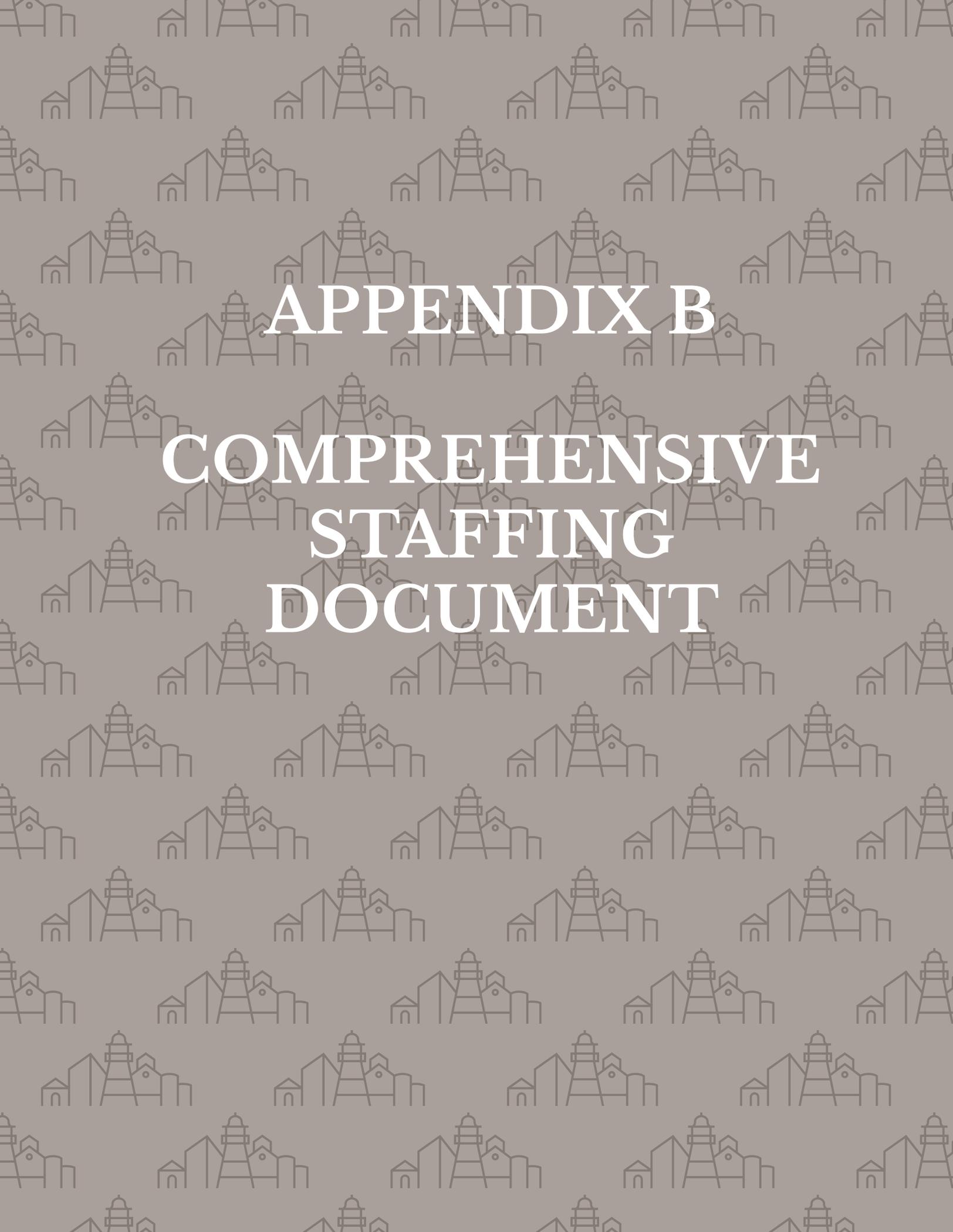
### **USER FEES:**

Charges for specific governmental services. These fees cover the cost of providing that service to the user (e.g., building permits, animal licenses, park fees).

## **Z**

### **ZERO-BASE BUDGETING (ZBB):**

A method of detailed budget analysis and justification that combines elements of management by objectives and program evaluation. It is a vehicle to link management and planning to the budget process. ZBB starts with an examination of an agency's basic programs and services by the lowest management level, and continues up the organization as funding packages are prioritized at each level in accordance with available resources and desired outcomes. ZBB is a tool for objectively directing the allocation of funds among activities and programs. Its basis is the consideration of the efficiency and effectiveness of activities and programs.

The background of the page is a repeating pattern of stylized, line-art buildings. Each building icon consists of a central tower with a dome, flanked by two smaller structures with gabled roofs. The pattern is light gray and covers the entire page.

# APPENDIX B

# COMPREHENSIVE STAFFING DOCUMENT

# STAFFING DOCUMENT

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>LEGISLATURE</b>					
<b>Elected:</b>					
Mayor	1.00	1.00	1.00	1.00	1.00
City Council	5.00	5.00	5.00	5.00	5.00
<b>TOTAL FTE</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>
<b>OFFICE OF THE CITY ADMINISTRATOR</b>					
<b>Appointed:</b>					
City Administrator	1.00	1.00	1.00	1.00	1.00
<b>Full-time:</b>					
Assistant City Administrator	1.00	1.00	1.00	1.00	1.00
Assistant to the City Administrator	1.00	1.00	1.00	1.00	1.00
Management Analyst	-	1.50	1.50	1.00	1.00
Events Coordinator	1.00	0.50	0.50	1.00	1.00
Intern	0.59	*0.59	-	-	0.50
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Human Resource Manager	1.00	1.00	1.00	1.00	1.00
Human Resource Technician	-	-	-	1.00	1.00
Part-time Receptionist (2)	*1.00	1.00	1.00	1.00	1.00
Risk Manager	1.00	1.00	1.00	1.00	1.00
Emergency Management Coordinator	*1.00	*1.00	-	-	0.50
<b>Part-time Non-benefited:</b>					
Lehi Area Chamber President	0.50	0.50	0.50	0.50	0.50
Secretary	*0.85	*0.85	-	-	-
<b>TOTAL FTE</b>	<b>10.94</b>	<b>11.94</b>	<b>9.50</b>	<b>10.50</b>	<b>11.50</b>
<b>COMMUNITY DEVELOPMENT</b>					
<b>Full-Time:</b>					
Community Development Director	1.00	1.00	1.00	1.00	1.00
Planner III	1.00	1.00	1.00	1.00	1.00
Planner II	1.00	1.00	1.00	2.00	2.00
Planner I	1.00	2.00	2.00	1.00	-
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Planning Technician	1.00	-	-	-	-

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>COMMUNITY DEVELOPMENT (CONT.)</b>					
Chief Building Official	-	-	-	1.00	1.00
Assistant Building Official	1.00	1.00	1.00	-	-
Plans Examiner	1.00	1.00	1.00	1.00	1.00
Lead Building Inspector	1.00	1.00	1.00	1.00	1.00
Building Inspector II	4.00	4.00	4.00	3.00	3.00
Permit Technician	2.00	2.00	2.00	2.00	2.00
<b>TOTAL FTE</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>14.00</b>	<b>13.00</b>
<b>ECONOMIC DEVELOPMENT</b>					
<b>Full-Time:</b>					
Economic Development Director	1.00	1.00	1.00	1.00	1.00
<b>TOTAL FTE</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>ENGINEERING</b>					
<b>Full-time:</b>					
City Engineer	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer	1.00	1.00	1.00	1.00	1.00
Development Engineer	-	-	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Engineering Technician	-	-	-	-	1.00
<b>TOTAL FTE</b>	<b>3.00</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>
<b>FINANCE</b>					
<b>Appointed:</b>					
City Treasurer	1.00	1.00	1.00	1.00	1.00
<b>Full-time:</b>					
Finance Director	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00
Customer Service Lead	1.00	1.00	1.00	1.00	1.00
Accounting/Payroll Technician	1.00	1.00	1.00	1.00	1.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00	1.00
Customer Service Clerk II	1.00	1.00	1.00	1.00	2.00
Customer Service Clerk I	2.00	2.00	2.00	2.00	2.00
IT Manager	1.00	1.00	1.00	1.00	1.00
Senior IT Technician	1.00	1.00	1.00	1.00	1.00
IT Technician II	1.00	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Customer Service Clerk I	0.25	0.25	0.25	0.50	-
<b>TOTAL FTE</b>	<b>12.25</b>	<b>12.25</b>	<b>12.25</b>	<b>12.50</b>	<b>13.00</b>

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>FIRE</b>					
<b>Full-time:</b>					
Fire Chief	1.00	1.00	1.00	1.00	1.00
Battalion Chief	1.00	1.00	1.00	3.00	3.00
Fire Marshal	1.00	1.00	1.00	1.00	1.00
Deputy Fire Marshal	-	-	-	-	1.00
Fire Captain	6.00	6.00	6.00	6.00	6.00
Fire Engineer	6.00	6.00	6.00	6.00	6.00
Firefighter/Paramedic	3.00	5.00	6.00	6.00	13.00
Firefighter/EMT-I	12.00	12.00	12.00	12.00	5.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
<b>Part-timer Non-benefited:</b>					
Firefighter/Paramedic	6.90	6.90	6.90	9.90	9.90
Firefighter/EMT-I	2.45	2.45	2.45	2.45	2.45
<b>TOTAL FTE</b>	<b>40.35</b>	<b>42.35</b>	<b>43.35</b>	<b>48.35</b>	<b>49.35</b>
<b>JUSTICE COURT</b>					
<b>Appointed:</b>					
Justice Court Judge	1.00	1.00	1.00	1.00	1.00
<b>Full-Time:</b>					
Court Clerk Supervisor	1.00	1.00	1.00	1.00	1.00
In-Court Clerk	1.00	1.00	1.00	1.00	1.00
Court Clerk	2.00	2.00	2.00	2.00	2.00
<b>Part-Time Benefited:</b>					
Court Clerk	0.65	0.65	-	-	-
<b>Part-Time Non-benefited:</b>					
Clerk	0.65	0.65	1.30	1.30	1.30
<b>TOTAL FTE</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>	<b>6.30</b>
<b>LEGAL SERVICES</b>					
<b>Appointed:</b>					
Recorder	1.00	1.00	1.00	1.00	1.00
<b>Full-time:</b>					
City Attorney	1.00	1.00	1.00	1.00	1.00
Assistant City Attorney/City Prosecutor	1.00	1.00	1.00	1.00	1.00
<b>Part-Time Non-benefited:</b>					
Assistant City Prosecutor	-	0.50	0.50	0.50	0.50
Secretary - Legal	1.80	1.80	1.80	1.80	1.80
<b>TOTAL FTE</b>	<b>4.80</b>	<b>5.30</b>	<b>5.30</b>	<b>5.30</b>	<b>5.30</b>

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>LEISURE SERVICES</b>					
<b>Recreation Division (21, 22, 68)</b>					
<b>Full-time:</b>					
Recreation/Legacy Ctr. Manager	1.00	1.00	1.00	1.00	1.00
Recreation/Legacy Ctr. Assistant Manager	-	-	-	-	1.00
Legacy Ctr. Supervisor/Aquatics	1.00	1.00	1.00	1.00	1.00
Legacy Ctr. Supervisor/Operations	1.00	1.00	1.00	1.00	1.00
Legacy Ctr. Supervisor/Programs	1.00	1.00	1.00	1.00	1.00
Legacy Ctr. Supervisor/Leagues	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Aquatics Supervisor	1.00	1.00	1.00	1.00	1.00
Aquatics Maintenance Manager	-	1.00	1.00	1.00	1.00
Head of Registration	-	1.00	1.00	1.00	1.00
Senior Citizen Manager	1.00	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Senior Citizen Aide	1.00	1.00	1.00	1.00	1.00
Membership Secretary	0.78	0.91	0.91	0.91	0.91
Administrative Assistant	0.49	0.55	0.55	0.55	0.55
Fitness Director	0.31	0.03	0.03	0.03	0.03
Fitness Instructor	2.60	2.07	2.07	2.07	2.07
Kids Fitness Instructor Assistant	0.19	0.23	0.23	0.23	0.23
Slim to win	-	0.09	0.09	0.09	0.09
LC Pool Maintenance	1.12	2.05	2.05	2.05	2.05
LC Assistant Pool Manager	2.71	3.05	3.05	3.05	3.05
LC Lifeguard Head	2.58	2.60	2.60	2.60	2.60
LC Lifeguard	14.15	14.15	14.15	14.15	14.15
USA Head Swim Coach	0.11	0.32	0.32	0.32	0.32
USA Swim Coach	0.31	0.08	0.08	0.08	0.08
Head Swim Coach	0.08	0.06	0.06	0.06	0.06
Swim Coach	0.35	0.42	0.42	0.42	0.42
WSI Coordinator	0.12	0.02	0.02	0.02	0.02
WSI (Swim Lesson Instructor)	1.66	1.73	1.73	1.73	1.73
Private Swim Lesson Instructor	0.28	0.03	0.03	0.03	0.03
Building Manager	1.24	1.32	1.32	1.32	1.32
Center Court Manager	0.83	0.08	0.08	0.08	0.08
Center Court Personnel	3.22	3.19	3.19	3.19	3.19
Outdoor Concession Manager	0.32	0.24	0.24	0.24	0.24
Outdoor Concession Site Supvr.	0.20	0.35	0.35	0.35	0.35
Outdoor Concessions	0.54	0.68	1.68	1.68	1.68
Front Desk Head Manager	0.49	0.54	0.54	0.54	0.54
Front Desk Manager	2.67	3.10	3.10	3.10	3.10

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>LEISURE SERVICES CONT.</b>					
Front Desk Staff	5.33	5.10	5.10	5.10	5.10
Preschool Head	0.52	0.48	0.48	0.48	0.48
Preschool Aid	0.47	0.55	0.55	0.55	0.55
Preschool Assistant	0.48	-	-	-	-
Day Care Manager	0.32	0.39	0.39	0.39	0.39
Day Care Staff	1.14	1.08	1.08	1.08	1.08
Program Coordinator	0.90	0.78	0.78	0.78	0.78
Head Cheer	0.03	0.02	0.02	0.02	0.02
Cheer Instructor	0.20	0.09	0.09	0.09	0.09
Head Dance	0.09	0.16	0.16	0.16	0.16
Dance Instructor	0.32	0.29	0.29	0.29	0.29
Other Instructors	0.01	0.06	0.06	0.06	0.06
Martial Arts	0.13	-	-	-	-
Registration Manager	0.86	1.00	1.00	1.00	1.00
Registration Staff	2.08	2.39	2.39	2.39	2.39
Rock Wall Attendant	0.43	0.45	0.45	0.45	0.45
Itty Bitty	0.21	0.50	0.50	0.50	0.50
League Supervisor	0.94	2.05	2.05	2.05	2.05
Official	-	3.05	3.05	3.05	3.05
Scorekeeper	-	1.18	1.18	1.18	1.18
Site Supervisor	-	1.18	1.18	1.18	1.18
Gymnastic Head Instructor	0.71	0.73	0.73	0.73	0.73
Gymnastic Instructor	4.69	3.90	3.90	3.90	3.90
Gymnastic Instructor Aid	0.61	1.11	1.11	1.11	1.11
Private Gymnastic Instructor	-	0.02	0.02	0.02	0.02
Gymnastic Trade Supervisor	0.23	0.27	0.27	0.27	0.27
Gymnastic Trade Head Supervisor	0.19	0.15	0.15	0.15	0.15
OD Pool Maintenance	0.27	0.28	0.28	0.28	0.28
OD Pool Manager	0.29	0.54	0.54	0.54	0.54
OD Pool Cashier	0.46	0.42	0.42	0.42	0.42
OD Lifeguard	2.70	2.96	2.96	2.96	2.96
OD Swim Coach	0.12	0.08	0.08	0.08	0.08
Senior Center Programming Coordinator	-	-	-	0.50	0.50
<b>Recreation Total</b>	<b>71.08</b>	<b>80.15</b>	<b>80.15</b>	<b>80.65</b>	<b>81.65</b>
<b>Library Division (74)</b>					
<b>Full-time:</b>					
Library Director	1.00	1.00	1.00	1.00	1.00
Librarian	4.00	4.00	4.00	4.00	4.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Library Technician	3.00	3.00	3.00	4.00	4.00

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>LEISURE SERVICES CONT.</b>					
<b>Part-time Non-benefited:</b>					
Clerk	6.96	6.96	6.96	6.96	6.96
Page	4.47	4.47	4.47	4.47	4.47
<b>Library Total</b>	<b>20.43</b>	<b>20.43</b>	<b>20.43</b>	<b>21.43</b>	<b>21.43</b>
<b>Literacy Center Division (75)</b>					
<b>Full-time:</b>					
Literacy Center Manager	1.00	1.00	1.00	1.00	1.00
Program Specialist	-	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Teacher	0.75	0.75	0.75	0.75	0.75
Evaluator	0.50	0.50	0.50	0.50	0.50
<b>Seasonal/Temporary:</b>					
Staff	3.00	3.00	3.00	3.00	3.00
<b>Literacy Center Total</b>	<b>5.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>	<b>6.25</b>
<b>Museum Division (56)</b>					
<b>Full-time:</b>					
Museum Manager	1.00	1.00	1.00	1.00	1.00
<b>Part-time Non-benefited:</b>					
Technician	3.00	2.90	2.90	2.90	2.90
Clerk	0.10	0.10	0.10	0.10	0.10
<b>Museum Total</b>	<b>4.10</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>TOTAL FTE</b>	<b>100.86</b>	<b>110.83</b>	<b>110.83</b>	<b>112.33</b>	<b>113.33</b>

## POLICE

<b>Full-time:</b>					
Police Chief	1.00	1.00	1.00	1.00	1.00
Assistant Police Chief	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	2.00	2.00
Police Sergeant	5.00	5.00	7.00	8.00	10.00
Police Corporal	-	-	-	-	9.00
Police Officer III	8.00	7.00	7.00	13.00	5.00
Police Officer II	3.00	4.00	4.00	1.00	7.00
Police Officer I	17.00	20.00	21.00	19.00	14.00
Code Enforcement Officer	2.00	2.00	2.00	2.00	2.00
Victim Advocate Coordinator	1.00	1.00	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Evidence Technician	1.00	1.00	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00	1.00	1.00
Front Desk Secretary/Dispatcher	2.00	2.00	2.00	2.00	2.00

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>POLICE (CONT.)</b>					
<b>Part-Time Non-benefited:</b>					
Reports Clerk/Records Assistant	0.50	0.50	0.50	1.00	1.00
Crossing Guard Coordinator	-	-	-	-	0.50
Crossing Guard	12.45	12.45	12.95	12.45	12.45
<b>TOTAL FTE</b>	<b>58.95</b>	<b>61.95</b>	<b>65.45</b>	<b>67.45</b>	<b>71.95</b>
<b>POWER</b>					
<b>Full-time:</b>					
Power Director	1.00	1.00	1.00	1.00	1.00
Engineering Manager	1.00	1.00	1.00	1.00	1.00
Assistant Power Planner/System Design	-	-	-	1.00	1.00
Operations Manager	1.00	1.00	1.00	1.00	1.00
Meter System/Substation Supervisor	1.00	1.00	1.00	1.00	1.00
Power Field Foreman	3.00	3.00	3.00	4.00	4.00
Substation Technician Foreman	-	-	-	1.00	1.00
Journey Power Lineman	5.00	5.00	7.00	7.00	3.00
Metering System Technician	1.00	1.00	1.00	1.00	1.00
Warehouse Manager	-	-	1.00	1.00	1.00
Apprentice Lineman	3.00	-	-	1.00	5.00
Substation Technician Apprentice	-	-	-	1.00	1.00
Locator/Inspector	1.00	1.00	1.00	1.00	1.00
Power/Fiber Inspector	-	-	-	-	1.00
Warehouse/Maintenance Worker	1.00	1.00	-	-	-
URD Laborer	1.00	1.00	1.00	1.00	1.00
Service Laborer	1.00	1.00	1.00	1.00	1.00
Blue Stakes Technician	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	-	-	1.00
<b>Part-Time Benefited:</b>					
Meter Reader	0.67	0.67	0.67	0.67	-
<b>Part-Time Non-Benefited:</b>					
Administrative Assistant	0.75	0.75	0.75	0.75	-
<b>Seasonal/Temporary:</b>					
Laborer	**0.67	**0.67	**0.68	**0.68	**0.68
GIS Intern	**0.50	**0.50	**1.50	**1.50	**1.50
<b>TOTAL FTE</b>	<b>23.59</b>	<b>20.59</b>	<b>23.60</b>	<b>28.60</b>	<b>29.18</b>

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>PUBLIC WORKS</b>					
<b>Public Works Administration (62)</b>					
<b>Full-time:</b>					
Public Works Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	0.50	1.00
<b>Public Works Administration Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>1.50</b>	<b>2.00</b>
<b>Parks &amp; Facilities (64)</b>					
<b>Full-time:</b>					
Parks & Facilities Superintendent	1.00	1.00	1.00	1.00	1.00
Assistant Facilities Supervisor	-	-	-	-	1.00
Building Maintenance Lead Worker	1.00	1.00	1.00	2.00	2.00
Journey Electrician	1.00	1.00	1.00	1.00	1.00
Electrical Apprentice	-	-	-	-	1.00
Electrical/HVAC Worker II	1.00	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	2.00	2.00	2.00	2.00
Maintenance Worker I	1.00	-	-	-	1.00
Custodian	1.00	1.00	1.00	2.00	2.00
Parks Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Lead Worker	1.00	2.00	2.00	2.00	-
Parks Lead Worker	1.00	1.00	1.00	1.00	2.00
Pesticide Lead Worker	1.00	1.00	1.00	1.00	1.00
Parks Worker II	1.00	2.00	2.00	2.00	3.00
Parks Worker I	1.00	5.00	5.00	6.00	5.00
Cemetery Sexton	1.00	1.00	1.00	1.00	1.00
Cemetery Assistant Sexton	1.00	1.00	1.00	1.00	1.00
Cemetery Worker I	1.00	1.00	1.00	1.00	1.00
<b>Part-time benefited:</b>					
Secretary	0.50	0.50	0.50	0.50	0.50
Custodian	0.50	0.50	-	-	-
<b>Seasonal/Temporary:</b>					
Laborer	7.50	7.50	7.50	7.50	7.50
<b>Parks Total</b>	<b>24.50</b>	<b>30.50</b>	<b>30.00</b>	<b>33.00</b>	<b>35.00</b>

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>PUBLIC WORKS (CONT.)</b>					
<b>Streets (61)</b>					
<b>Full-time:</b>					
Street Superintendent	1.00	1.00	1.00	1.00	1.00
Street Maintenance Foreman	1.00	1.00	1.00	1.00	1.00
Pavement Mgmt. Supervisor	1.00	1.00	1.00	1.00	1.00
Street Inspector	**2.00	1.00	1.00	1.00	2.00
Crew Foreman	-	1.00	1.00	1.00	1.00
Sign Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Grading Supervisor	1.00	1.00	1.00	1.00	-
Street Maintenance Worker III	2.00	1.00	1.00	1.00	1.00
Street Maintenance Worker II	1.00	2.00	2.00	2.00	2.00
Street Maintenance Worker I	3.00	4.00	4.00	4.00	5.00
<b>Seasonal/Temporary:</b>					
Laborer	0.75	0.75	0.75	0.75	0.75
<b>Streets Total</b>	<b>13.75</b>	<b>14.75</b>	<b>14.75</b>	<b>14.75</b>	<b>15.75</b>
<b>Fleet (64)</b>					
<b>Full-time:</b>					
Fleet Manager	1.00	1.00	1.00	1.00	1.00
Lead Shop Mechanic	0.90	1.00	1.00	1.00	1.00
Journey Mechanic, Small Engines	-	-	-	-	1.00
<b>Part-time Non-Benefited:</b>					
Shop Worker	-	-	-	0.50	1.00
<b>Fleet Total</b>	<b>1.90</b>	<b>2.00</b>	<b>2.00</b>	<b>2.50</b>	<b>4.00</b>
<b>TOTAL FTE</b>	<b>42.15</b>	<b>49.25</b>	<b>48.75</b>	<b>52.25</b>	<b>56.75</b>
<b>WATER</b>					
<b>Culinary Water (51)</b>					
<b>Full-time:</b>					
Water Systems Director	1.00	1.00	1.00	1.00	1.00
Asst. Water Systems Director	1.00	1.00	1.00	1.00	1.00
Water Sampling Technician	1.00	1.00	1.00	1.00	1.00
Culinary Water System Supervisor	1.00	1.00	1.00	1.00	1.00
Water Meter Lead Worker	1.00	1.00	1.00	1.00	1.00
Culinary Water Operator III	1.00	1.00	1.00	1.00	1.00
Water Meter Technician	1.00	1.00	1.00	1.00	1.00
Culinary Water Operator I	1.00	1.00	1.00	1.00	2.00
Administrative Assistant	1.00	**1.00	**1.00	1.00	1.00
<b>Culinary Water Total</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.00</b>

POSITION	ACTUAL FY 2013	ACTUAL FY 2014	ACTUAL FY 2015	ACTUAL FY 2016	PLANNED 2017
<b>WATER (CONT.)</b>					
<b>Waste Water (52)</b>					
<b>Full-time:</b>					
Wastewater System Supervisor	1.00	1.00	1.00	1.00	1.00
Wastewater System Operator II	2.00	2.00	2.00	2.00	3.00
Wastewater System Operator I	1.00	**1.00	**1.00	2.00	2.00
Sr. Utility Inspector	-	-	-	-	1.00
Utility Inspector	-	-	-	-	1.00
<b>Waste Water Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>	<b>8.00</b>
<b>Pressurized Irrigation (55)</b>					
<b>Full-time:</b>					
Pressurized Irrigation Supervisor	1.00	1.00	1.00	1.00	1.00
Pressurized Irr. Operator IV	1.00	-	-	-	-
Pressurized Irr. Operator III	1.00	1.00	1.00	1.00	1.00
PI/Culinary Operator II	1.00	1.00	0.00	1.00	1.00
PI/Culinary Operator I	1.00	2.00	2.00	-	1.00
Blues Stakes/Hydrant Technician	1.00	1.00	1.00	1.00	2.00
<b>Seasonal/Temporary:</b>					
Water Education Specialist	-	-	0.65	0.65	0.65
<b>Pressurized Irrigation Total</b>	<b>6.00</b>	<b>6.00</b>	<b>5.65</b>	<b>4.65</b>	<b>6.65</b>
<b>Storm Drain (57)</b>					
<b>Full-time:</b>					
Drainage System Supervisor	1.00	1.00	1.00	1.00	1.00
Drainage System Operator IV	-	-	-	-	1.00
Drainage System Operator II	1.00	1.00	1.00	1.00	1.00
Drainage System Operator I	1.00	1.00	1.00	2.00	2.00
<b>Seasonal/Temporary:</b>					
Water Laborer	-	-	0.65	0.65	0.65
<b>Storm Drain Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.65</b>	<b>4.65</b>	<b>5.65</b>
<b>TOTAL FTE</b>	<b>22.00</b>	<b>22.00</b>	<b>22.30</b>	<b>22.80</b>	<b>30.30</b>

## OVERALL STAFFING TOTAL

General Government	59.29	60.29	59.35	59.60	60.60
Public Safety	99.30	104.30	108.80	115.80	121.35
Leisure Services	100.86	110.83	110.83	112.33	113.33
Public Works	42.15	49.25	48.75	52.25	56.75
Enterprise	45.59	42.59	45.90	51.90	59.48
<b>OVERALL TOTAL FTE</b>	<b>347.19</b>	<b>367.26</b>	<b>373.63</b>	<b>391.88</b>	<b>411.46</b>

\*Approved, but unfunded position.

\*\*Funded, but unfilled position.