



# HERRIMAN, UTAH

**ANNUAL BUDGET**  
**July 1, 2016 – June 30, 2017**

# HERRIMAN, UTAH

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## **ANNUAL BUDGET** **July 1, 2016 – June 30, 2017**

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**ELECTED OFFICIALS**

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



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

**APPOINTED OFFICIALS AND DIRECTORS**

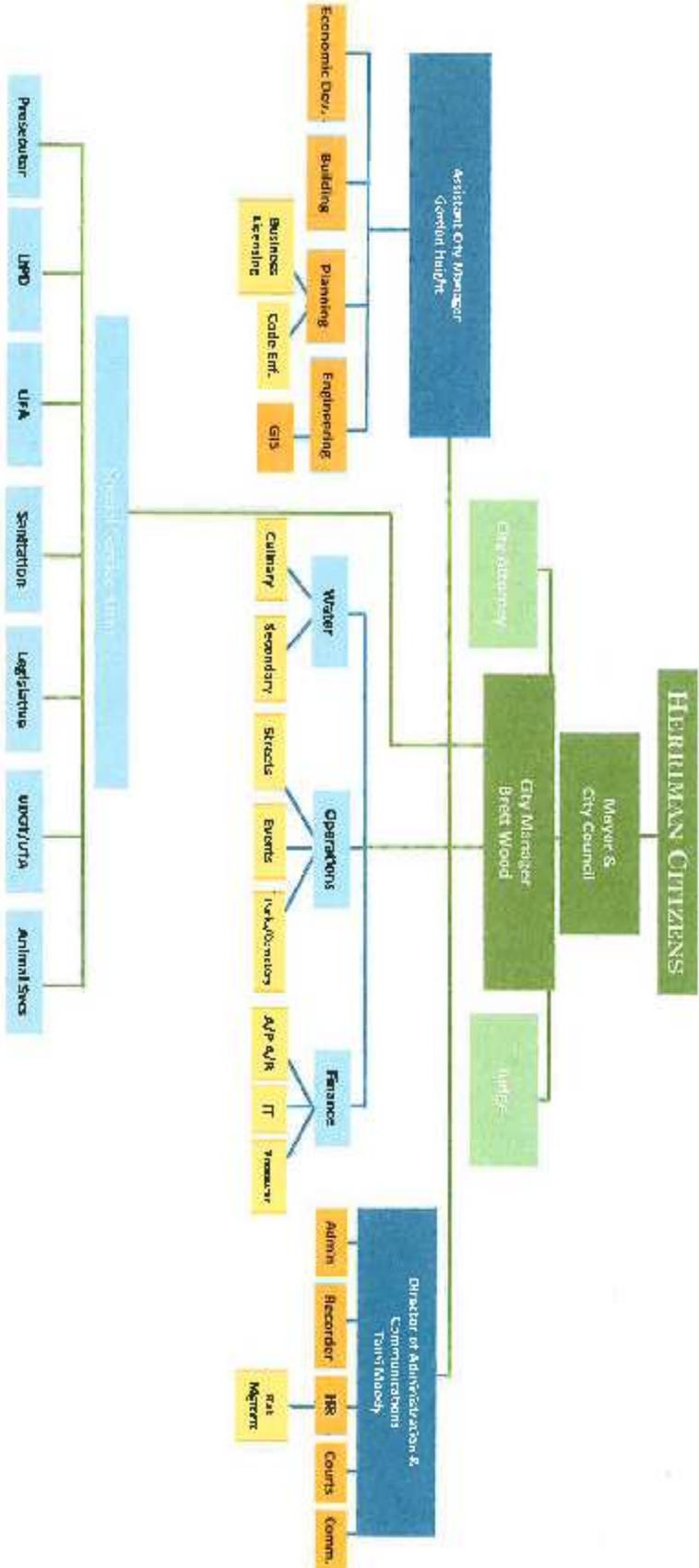
City Manager.....Brett Wood  
 Assistant City Manager/Director of Planning and Development.....Gordon Haight  
 City Recorder.....Jacquelyn Nostrom  
 City Treasurer.....Leslie Anglin  
 City Attorney.....John Brems  
 City Engineer.....Blake Thomas  
 Director of Administration and Communications.....Tami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

### **Mission Statement**

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

### **Vision Statement**

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



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

In accordance with the requirements of the Utah Uniform Fiscal Procedures Act I hereby submit the tentative budget for the fiscal year ending June 30, 2017 and a revised budget for the fiscal year ending June 30, 2016.

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

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

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

During FYE 2015 and FYE 2016 we have experienced growth in our anticipated and budgeted revenue. Most economic indicators and economists point to a strengthening local economy. The FYE 2017 budget revenue projections in this budget are conservative, based on FYE 2015 actual revenues and improving current conditions. We do not anticipate adjusting any tax rates but anticipate a growth rate of 6-8% on most revenues.

Herriman City is financially healthy as a result of fiscal restraint and good planning. The General Fund unrestricted reserves (fund balance) is estimated to increase during the remainder of 2016 by \$239,448 and remain the same through 2017 finishing at an estimated 20.36% of general fund revenues. 2017 will remain the same as all excess is projected to be transferred to the Towne Center- City Hall and Debt Service funds.

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

### **Conservative Revenue Growth**

Development/growth related revenue projections in the FYE 2015 budget are based on a growth rate of 4% which is a conservative estimate based upon current building permit applications. Other revenue estimates are based on a combination of growth rate and conservative estimates based on historical collections and anticipated changes. We have experienced growth in our sales and franchise tax of 12% so far during fiscal year 2016.

### **Providing Core Services**

We continue to place high priority on providing core municipal services to nearly 8,000 residences. As a result this budget shows the funding of programs and resources across all operating departments which will allow the City to maintain levels of service. Some of the most significant changes in this year's budget are set forth below.

**Staffing Levels**

The following are proposed changes to staffing levels:

- An administrative tech III has been 50% administration and 50% communications and will be moved to 100% communications
- Administrative Technician will be hired to replace our City Treasurer who moved to the Finance department. This replacement was not made at the time of the move.
- The deputy recorder has been 50% administration and 50% recorder will now be moved to full-time recorder and will add the duties of planning commission agendas and minutes.
- An Administration Tech will be added to replace the employee that was moved to full-time in passports.
- An administrative tech will hired and will be working 50% for administration and 50% for the water department.
- Streets will add one full time and 2 seasonal employees
- Parks will be adding 2 seasonal employees
- Building Department Intern, this is a halftime with no benefits intern position
- Engineering department will add an intern two days per week.
- An employee that has been 30 hours per week in planning will become full-time
- An employee that has been 50% planning and 50% economic development will become full-time economic development.
- Planning will add a half time intern.

The labor costs calculated in this budget project the following:

- Average increases of 3% for all employees that will be administered by managers with review by human resources and the City Manager.
- The projected increase in Health Insurance is 14%.
- Utah Retirement System anticipates no change in contribution rates over the current year.

**Capital Improvements and Equipment**

**Parks**

- Pickup to replace unit# 150 45,000
- Pickup to replace unit #177 27,000

**GIS**

- Aerial Map 14,000

**Planning**

- Pickup for Code Enforcement 42,066

**Streets**

- Street Sweeper 398,004
- Truck to replace unit #117 109,845

**Towne Center-City Hall**

- City Hall Construction 15,000,000
- Furnishings, Electronics and AV 2,500,000

**Capital Projects Fund**

- ACUB Property Acquisition 4,000,000

**Water**

- Large Service Truck 105,000

- East Herriman Water Project

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

#### **Tax Rates and Fees**

The FY2015 budget does not include a property tax increase with the current level of property tax being consistent to the tax levied pursuant to a Truth in Taxation hearing several years ago which is only adjusted for new growth.

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

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

Alan W. Rae  
Director of Financial Services

Brett Wood  
City Manager

## **COMMUNITY PROFILE**

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

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

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

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

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

### **Profile of the Government**

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

The Mayor is a regular and voting member of the council acting as the chair. The Mayor also represents the city in ceremonial functions. The Mayor is charged with enforcing the laws and keeping the peace.

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

City Manager	Brett Wood
Assistant City Manager/Director of Planning & Development	Gordon Haight
Director of Administration and Communication	Tami Moody
Director of Financial Services	Alan Rae
Operations Director	Monte Johnson
Water Director	Justun Edwards

The city contracts for law enforcement services with the Unified Police Department and for fire with the Unified Fire authority.

## Economic Outlook

The economic outlook for Herriman has never been more exciting and dynamic. WalMart opened a Neighborhood market a year ago and is now preparing to build a super WalMart in the Anthem commercial Center. Real Salt Lake has also announced a \$45 million dollar training facility to be built in Herriman and they expect to be under construction soon with completion in the next year in east Herriman. Herriman City has recently begun construction on a new City Hall and park which is expected to be completed in the summer of 2017 in the Herriman Towne Center.

The three projects listed about will be the anchors to three new commercial centers. As we will show later in our discussion of revenues, sales and franchise taxes are the largest and most consistent sources of income for Herriman City. Each of these new commercial centers will produce significant new sales and franchise taxes.

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

Housing growth remains very strong for both single family and multi-family. The engineering department is currently reviewing 38 subdivision plats

There are also two elementary schools under construction, one public and one a charter school.

## Demographic and Economic Statistics Last Ten Fiscal Years

Fiscal Year	Population	Per Capita Income	Personal Income	Unemployment Rate
2006	15,584	28,061	437,302,624	4.10%
2007	17,087	29,406	502,460,322	2.90%
2008	18,051	33,142	598,246,242	2.60%
2009	18,371	36,878	677,485,738	3.60%
2010	21,785	37,538	817,765,330	6.90%
2011	25,490	39,081	996,174,690	6.80%
2012	27,291	41,038	1,119,968,058	6.00%
2013	29,617	42,189	1,249,511,613	5.00%
2014	30,816	Not Available	Not Available	3.50%
2015	31,409	Not Available	Not Available	3.30%

**Note: Population is estimated based on utility services.**

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

## **BUDGET PROCESS AND SCHEDULE**

### **Budget Preparation**

The budget process provides a time and a vehicle to reassess each of the departments and functions. This is done to determine if the goals of the City Council are being accomplished. All revenues and expenditures are detailed by type and evaluated against prior years and future expectations. As seen in the Budget Summary and as required by State law, the fiscal year 2017 General Fund and Capital Projects Fund budgets are balanced.

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

### **Basis of Budgeting & Accounting**

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

Herriman City's Governmental Funds (i.e. General Fund, Capital Projects, Road, Storm Drain and Park Impact Fee, Debt Service and Special Revenue Funds) are reported using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under this method revenues are recognized when susceptible to accrual; i.e. when they become both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Herriman City considers amounts collected within 60 days after year end to be available. Expenditures are recorded when the related fund liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences are recorded only when payment is due.

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

### **Budget Adoption and Calendar**

Discuss of Department Priorities	Jan 30
General Fund Revenue Estimates	Feb 15
Department Budget Requests to City Manager	Mar 1
Presentation of Tentative Budget	Apr 13
Discussion & Revisions of Tentative Budget	Apr 27
Approve Tentative Budget	May 11
Public Hearing on Tentative Budget	May 25
Adoption of Amended Budget FYE 2016 and FYE 2017 Budget	Jun 8
Submit to Utah State Auditor	July 31
Submit to GFOA	Aug 31

**Budget Amendments**

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

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

## FINANCIAL POLICIES AND PROCEDURES

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

### **Balanced Budget**

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

### **Long-Range Planning**

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

### **Asset Inventory**

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

### **Revenue Policies**

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

### **Expenditure Policies**

- Herriman City maintains a policy of full disclosure on financial reports and bond prospectus.
- The City pays all capital projects on a pay-as-you-go basis using current revenues when possible and practical. If a project or improvement cannot be financed with current revenue, debt will be considered.
- The City refrains from issuing debt for a period in excess of the expected useful life of the capital project.
- The City uses Special Assessment revenue or other self-supporting bonds instead of general obligation bonds, when feasible.
- The City will seek the refinancing of outstanding debt if it is determined that the City will benefit by reducing interest expense over the remaining life of the debt.
- The City will comply with State Law which limits total bond obligation to 12 percent of prior year's total assessed value for tax purposes of real and personal property, as determined by the most recent tax assessment.

- Herriman City will maintain a minimum unrestricted general fund balance of at least 5 percent (not to exceed 25 percent) of current year operating revenues. If existing reserves exceed the required level, such funds may be used to balance the budget or meet needs that may arise during the year.
- The City will use the funds from the reserve only in times of emergency or fiscal and economic hardship.
- Fund balance in excess of 5 percent may only be transferred to another fund with City Council approval of a budget amendment.

**Investment and Cash Management Policy**

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

**Financial Reporting Policy**

- Herriman City’s accounting system will maintain records in accordance with accounting standards and principles outlined in the Government Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB) and the State of Utah.
- Financial reports are printed monthly and distributed to the City Manager and Department Heads. Financial reports are reviewed by the City Council at least quarterly.
- The City employs an independent accounting firm to perform an annual audit of the City’s finances, and make the annual audit available to all required and interested parties. The audit shall be completed and submitted to the State of Utah within 180 days of the close of the fiscal year.
- Copies of the annual budget and financial statements are available at the City offices or on the City’s website, [www.Herriman.org](http://www.Herriman.org).
- The City will seek annually to qualify for the Government Finance Officers Association’s (GFOA) Certificate of Achievement for Excellence in Financial Reporting award.

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

		2016 Transfers				
		Transfers To				
		Debt Service	Towne Center	Capital Projects	Total	
Transfers From	General Fund	\$ 3,195,151	\$ 495,151	\$ 2,425,000	\$ 275,000	\$ 3,195,151
	Capital Projects	195,777	195,777	-	-	195,777
	Road Impact Fund	2,191,808	391,808		1,800,000	2,191,808
		<u>\$ 5,582,736</u>	<u>\$ 1,082,736</u>	<u>\$ 2,425,000</u>	<u>\$ 2,075,000</u>	<u>\$ 5,582,736</u>

Herriman City Budget  
the Year Ending Jun 30, 2017

		<b>2017 Transfers</b>			
		Transfers To			
Transfers From		Debt Service	Towne Center	Capital Projects	Total
	General Fund	\$ 2,456,718	\$ 1,200,000	\$ 1,256,718	\$ 2,456,718
	Road Impact Fund	880,000	880,000	-	880,000
		<u>\$ 3,336,718</u>	<u>\$ 2,080,000</u>	<u>\$ 1,256,718</u>	<u>\$ 3,336,718</u>

**Fund Balances & Net Position**

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

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

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

Herriman City Budget  
the Year Ending Jun 30, 2017

**STAFFING CHART**

**General Government**  
Mayor and City Council  
Planning Commission

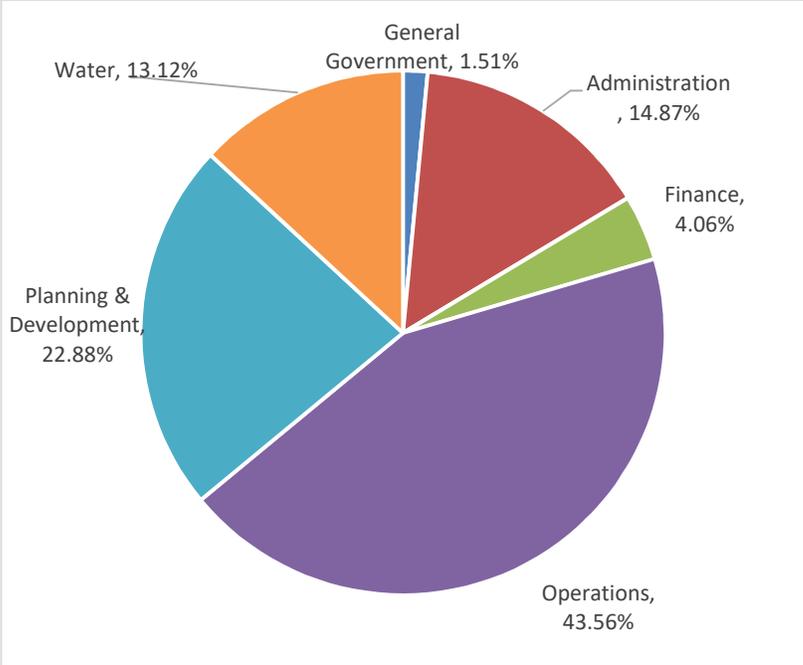
**Administration**  
City Manager  
Assistant City Manager  
Communications  
Courts  
Human Resources  
City Recorder

**Finance**  
Accounting  
City Treasurer  
Information Technology

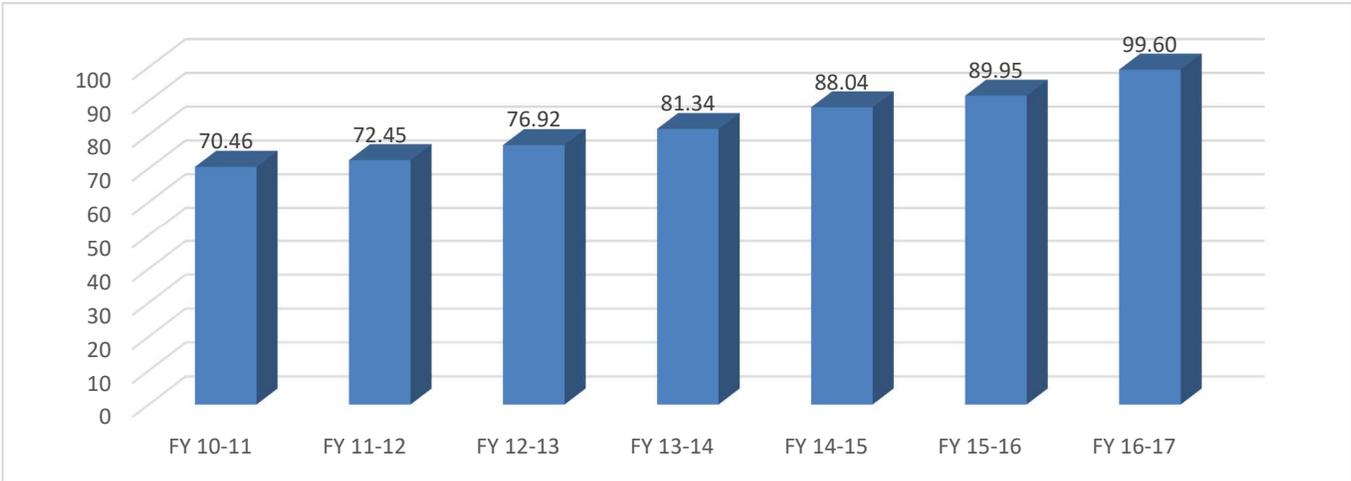
**Operations**  
Facilities  
Fleet  
Streets Maintenance  
Snow Removal  
Storm Drains  
Street Signs  
Street Lights Events  
Events  
Parks  
Cemetery

**Planning and Development**  
Building  
Engineering  
GIS  
Planning & Zoning

**Water**  
Water Operations  
Water Rights



**TOTAL NUMBER OF EMPLOYEES BY FISCAL YEAR**



\*Fiscal years 15-16 and 16-17 are projected based on this budget.

**FULL-TIME EQUIVALENT EMPLOYEES**

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017
<b>General Government</b>		<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>Administration</b>					
City Manager	22	1.00	1.00	1.00	1.00
Assistant City Manager	21	1.00	1.00	1.00	1.00
Director of Administration	20	1.00	1.00	1.00	1.00
Administrative Service Coordinator	13	1.00	-	-	-
Administrative Service Office Manager	15	-	-	-	1.00
Administrative Tech III	12	-	0.50	0.50	-
Administrative Tech II	11	4.35	1.40	1.75	2.25
Administrative Intern	9			0.25	0.50
		<u>8.35</u>	<u>4.90</u>	<u>5.50</u>	<u>6.75</u>
<b>Communications</b>					
Communications Tech III	13	-	0.50	0.50	1.00
Communications Tech II	12	-	-	-	1.00
Communications Tech I	11	-	-	-	0.50
		<u>-</u>	<u>-</u>	<u>-</u>	<u>1.50</u>
<b>Court</b>					
Judge		0.40	0.40	0.40	0.40
Court Coordinator	14	-	1.00	1.00	1.00
Court Clerk III	13	1.00	-	-	-
Court Clerk II	12	0.50	0.50	0.50	0.50
		<u>1.90</u>	<u>1.90</u>	<u>1.90</u>	<u>1.90</u>
<b>Recorder</b>					
City Recorder	16	0.75	1.03	1.00	1.00
Deputy Recorder	13		1.05	1.00	1.00
Administrative Tech III	12		1.00	1.00	1.00
		<u>0.75</u>	<u>3.08</u>	<u>3.00</u>	<u>3.00</u>
<b>Human Resources</b>					
HR Director	17	1.00	0.70	1.00	1.00
HR Tech	12	0.50	0.05		0.50
		<u>1.50</u>	<u>0.75</u>	<u>1.00</u>	<u>1.50</u>
<b>Total Administration</b>		<u>12.50</u>	<u>10.63</u>	<u>11.40</u>	<u>14.65</u>
<b>Finance</b>					
Director of Finance	20	1.00	0.80	0.80	0.80
City Treasurer	16	0.75	1.15	1.00	1.00
Senior Accountant	16		1.00	1.00	1.00
Finance Coordinator	14	0.85	-	-	-
		<u>2.60</u>	<u>2.95</u>	<u>2.80</u>	<u>2.80</u>
<b>Information Technology</b>					
IT Manager	20	0.50	0.20	0.20	0.20
It Tech III	14	1.25	1.00	1.00	1.00
IT Intern	9	0.10	-	-	-
		<u>1.85</u>	<u>1.20</u>	<u>1.20</u>	<u>1.20</u>
<b>Total Finance</b>		<u>4.45</u>	<u>4.15</u>	<u>4.00</u>	<u>4.00</u>

**FULL-TIME EQUIVALENT EMPLOYEES (Continued)**

Planning & Development					
<b>Building</b>					
Building Official	19	1.50	1.00	1.00	1.00
Assistant Building Official	16	1.10	1.00	1.00	1.00
Building Inspector III	15	0.25	1.40	2.00	2.00
Building Inspector II	14	0.05	0.33	-	-
Building Permit Tech III	13	-	0.95	1.00	1.00
Building Permit Tech II	12	1.95	1.00	1.50	1.00
Building Intern	9	-	-	-	0.50
		<u>4.85</u>	<u>5.68</u>	<u>6.50</u>	<u>6.50</u>
<b>Engineering</b>					
City Engineer	19	0.85	1.00	1.00	1.00
Assistant City Engineer	18	-	0.85	1.00	1.00
Staff Engineer	15	1.00	2.00	2.00	2.00
Engineering Tech		1.00	-	-	-
Engineering Coordinator		1.00	1.00	1.00	1.00
Public Works Inspector III	14	2.05	2.00	2.00	2.00
Engineering Intern	9	-	-	-	0.40
		<u>5.90</u>	<u>6.85</u>	<u>7.00</u>	<u>7.40</u>
<b>GIS</b>					
GIS Manager	16	0.50	1.00	1.00	1.00
GIS Tech II	15	1.00	2.00	2.00	2.00
GIS Tech I	13	1.00	0.03	-	-
GIS Intern	9	1.00	0.50	0.25	0.35
		<u>3.50</u>	<u>3.53</u>	<u>3.25</u>	<u>3.35</u>
<b>Economic Development</b>					
Economic Development Analyst	16		0.50	0.50	1.00
<b>Planning</b>					
City Planner	18	-	1.00	1.00	1.00
Planner III	16	1.00	0.50	0.50	-
Planner II	14	0.86	-	-	-
Planner I	13	-	0.85	0.85	1.00
Code Enforcement	13	1.00	1.00	0.75	1.00
Business License Official	12	0.75	0.75	0.75	0.50
Planning Intern	9	-	-	-	0.50
		<u>3.61</u>	<u>4.10</u>	<u>3.85</u>	<u>4.00</u>
<b>Total Planning &amp; Development</b>		<u>17.86</u>	<u>20.66</u>	<u>21.10</u>	<u>22.25</u>

**FULL-TIME EQUIVALENT EMPLOYEES (Continued)**

		Water			
Water Director	19	1.00	1.00	1.00	1.00
Water System Manager	16	1.00	1.00	1.00	1.00
Water Department Coordinator	12	1.00	1.00	1.00	1.00
Water Operator Foreman	15	1.05	1.10	1.10	1.10
Water Operator III/Lead	13	1.08	2.15	2.10	2.10
Water System Operator III	13	3.25	3.25	3.25	3.25
Water System Operator II	12	1.07	-	-	-
Water System Operator I	11	3.85	5.25	4.10	2.90
Water System Admin Tech	12	-	-	-	0.50
		<u>13.30</u>	<u>14.75</u>	<u>13.55</u>	<u>12.85</u>
<b>Total Herriman City</b>		<u>81.34</u>	<u>88.04</u>	<u>89.95</u>	<u>99.60</u>

**LONG TERM DEBT**

**Bonds Payable**

	Balance			Balance	
	6-30-2016	Additions	Retirements	6-30-2017	Current Portion
<b>Governmental Activities:</b>					
Sales & Franchise Tax Revenue Bond 2008	\$ 6,800,000		\$ 240,000	\$ 6,560,000	\$ 250,000
SAA Bond	12,240,000		780,000	11,460,000	810,000
Sales & Franchise Tax Revenue Bond 2015		30,000,000	725,000	29,275,000	825,000
<b>Total Governmental Activities</b>	<b>19,040,000</b>	<b>30,000,000</b>	<b>1,745,000</b>	<b>47,295,000</b>	<b>1,885,000</b>
<b>Business-Type Activities</b>					
Water Revenue Bond 2003	1,600,000		187,000	1,413,000	191,000
Water Revenue Bond 2007	8,420,000		250,000	8,170,000	240,000
Water Revenue Bond 2011	5,310,000		275,000	5,035,000	270,000
Water Revenue Bond 2015	1,000,000		138,000	862,000	141,000
Water Revenue Bond 2016	-	7,795,000	55,000	7,740,000	260,000
<b>Total Business-Type Activities</b>	<b>21,275,659</b>	<b>6,463,720</b>	<b>5,087,167</b>	<b>22,652,212</b>	<b>696,986</b>
<b>Total Bonds</b>	<b>43,244,982</b>	<b>6,463,720</b>	<b>7,220,071</b>	<b>42,488,631</b>	<b>1,664,890</b>

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

**Leases Payable**

	Balance			Balance	
	6-30-2016	Additions	Retirements	6-30-2017	Current Portion
<b>Parks</b>					
Van	\$ 9,466	\$ -	\$ 4,398	\$ 5,068	\$ 3,363
Van	9,466	-	4,398	5,068	3,363
Ford F 150	11,832	-	5,497	6,335	4,204
4 Pickups	80,442		39,892	40,550	40,550
<b>Engineering</b>					
2 Pickups	35,006		17,360	17,646	17,646
<b>GIS</b>					
Ford F 150 Supercab	17,503		8,680	8,823	8,823
<b>Streets</b>					
Ford F 150 Supercab	19,626		9,733	9,893	9,893
<b>Building</b>					
2 Ford F 150	35,832		17,769	18,062	18,062
<b>Water</b>					
10 Wheel Truck	87,557		40,678	46,879	31,108
<b>2 Ford F 150</b>	<b>35,006</b>		<b>17,360</b>	<b>17,646</b>	<b>17,646</b>
<b>Total</b>	<b>\$ 341,735</b>	<b>\$ -</b>	<b>\$ 165,765</b>	<b>\$ 175,971</b>	<b>\$ 154,659</b>

Herriman City Budget  
the Year Ending Jun 30, 2017

**SUMMARY OF FUNDS**

GENERAL FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
<b>Revenue</b>							
Taxes	4,178,663	4,645,331	5,117,123	4,428,965	5,583,550	5,789,833	6,112,542
Licenses & Permits	3,507,056	3,812,960	4,369,529	3,880,575	6,053,862	5,746,265	5,827,869
Intergovernmental Revenue	886,210	796,914	836,142	909,470	1,060,970	1,058,930	1,063,652
Charges for Services	742,586	731,604	813,932	535,464	914,977	949,077	1,054,943
Fines & Forfeitures	157,179	120,864	171,327	109,185	205,450	146,759	160,000
Interest	29,774	82,742	2,402	43,120	36,196	45,000	45,000
Miscellaneous	134,312	197,430	632,596	62,738	133,011	122,709	148,900
Water Fund Administration and Transfers	-	-	535,126	206,760	1,035,624	1,035,624	500,000
<b>Total Revenue</b>	<b>9,635,781</b>	<b>10,387,843</b>	<b>12,478,177</b>	<b>10,176,277</b>	<b>15,023,640</b>	<b>14,894,196</b>	<b>14,912,906</b>
<b>Expenditures</b>							
<b>General Government</b>							
Legislative	79,444	73,404	134,828	81,810	125,876	134,356	125,520
Planning Commission	11,922	18,031	19,717	14,578	25,900	25,900	25,900
Legal	137,889	91,479	186,872	167,428	214,000	254,000	214,000
<b>Total General Government</b>	<b>229,256</b>	<b>182,914</b>	<b>341,417</b>	<b>263,817</b>	<b>365,776</b>	<b>414,256</b>	<b>365,420</b>
<b>Administration</b>							
Administration	674,129	1,136,217	706,766	582,355	809,010	787,433	815,908
Communications	64,769	112,754	174,233	120,046	212,400	249,757	409,886
Court	156,476	157,852	163,568	129,524	182,985	180,595	187,205
Human Resources	243,350	285,492	211,511	155,684	296,900	286,000	328,700
Recorder	95,483	169,223	194,307	206,308	310,710	348,342	325,710
<b>Total Administration</b>	<b>1,234,207</b>	<b>1,861,537</b>	<b>1,450,385</b>	<b>1,193,916</b>	<b>1,812,005</b>	<b>1,852,127</b>	<b>2,067,409</b>
<b>Finance</b>							
Finance	305,665	75,079	419,069	323,784	418,686	396,386	403,750
Information Technology	734,240	815,535	544,931	234,439	512,935	366,750	443,225
<b>Total Finance</b>	<b>1,039,905</b>	<b>890,615</b>	<b>964,000</b>	<b>558,223</b>	<b>931,621</b>	<b>763,136</b>	<b>846,975</b>
<b>Operations</b>							
Facilities	246,683	346,513	359,281	280,133	398,653	394,653	405,575
Enforcement/Emergency Services	299,738	340,145	338,499	308,479	352,110	397,145	408,146
Fleet	158,799	174,429	181,214	120,463	222,890	198,390	210,030
Street	787,147	908,620	1,165,125	911,262	1,130,597	1,104,353	1,231,499
Snow Removal	86,864	100,773	40,554	123,043	91,000	136,500	159,300
Storm Drain	165,693	162,213	177,459	134,094	235,887	202,501	233,701
Street Signs	76,762	69,708	93,869	61,751	117,624	109,274	135,924
Street Lights	347,845	377,279	373,340	327,183	403,035	402,535	420,767
Community Events/Recreation	536,580	536,799	592,074	360,138	719,779	674,999	725,154
Arts & Cultural Development	101,189	60,450	68,382	49,246	86,450	99,600	118,400
Cemetery	32,131	35,362	48,562	46,668	43,200	85,200	84,200
Parks	1,370,583	1,369,871	2,042,749	1,305,318	2,236,985	2,247,599	2,408,139
<b>Total Operations</b>	<b>4,210,013</b>	<b>4,482,163</b>	<b>5,481,108</b>	<b>4,027,778</b>	<b>6,038,210</b>	<b>6,052,750</b>	<b>6,540,835</b>
<b>Planning &amp; Development</b>							
Building Services	414,083	474,059	561,396	459,629	613,914	668,914	696,629
Economic Development	141,896	87,792	96,309	104,994	217,620	218,901	234,945
Engineering	716,330	715,375	886,004	628,754	787,308	761,898	849,653
GIS	-	-	255,960	205,853	344,888	328,043	341,728
Planning & Development	326,931	358,342	402,977	289,913	430,347	399,573	455,094
<b>Total Planning &amp; Development</b>	<b>1,599,239</b>	<b>1,635,568</b>	<b>2,202,646</b>	<b>1,689,142</b>	<b>2,394,078</b>	<b>2,377,329</b>	<b>2,578,049</b>
Transfers to Other Funds	1,138,413	1,759,762	1,270,151	917,616	3,395,151	3,195,151	1,200,000
<b>Total Expenditures</b>	<b>9,451,033</b>	<b>10,812,559</b>	<b>11,709,707</b>	<b>8,650,492</b>	<b>14,936,840</b>	<b>14,654,748</b>	<b>13,598,688</b>
Excess Revenue over (under) Expenditures	184,748	(424,715)	768,470	1,525,785	86,800	239,448	1,314,218
Beginning Fund Balance	1,486,741	1,667,284	1,655,238	2,423,708	2,423,708	2,423,708	2,663,156
Net Revenue Over (Under) Expenditures	184,748	(424,715)	768,470	1,525,785	86,800	239,448	1,314,218
Ending Fund Balance	1,671,489	1,242,569	2,423,708	3,949,493	2,510,508	2,663,156	3,977,374
Percent of Expenditures	20.11%	13.73%	23.22%	51.07%	21.75%	23.24%	32.08%

Herriman City Budget  
the Year Ending Jun 30, 2017

**SUMMARY OF FUNDS (Continued)**

PARK IMPACT FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	850,556	1,483,898	882,485	3,380,425	2,541,600	3,582,673	1,752,500
Expenditures							
Capital Projects	737,775	1,029,797	448,411	94,187	200,000	221,700	260,000
Budget Change in Fund Balance	-	-	-	-	559,575	-	-
Debt Service	-	140,625	140,625	281,250	140,625	140,625	140,625
Total Expenditures	737,775	1,170,422	589,036	375,437	900,200	362,325	400,625
Excess Revenue over (under) Expenditures	112,781	313,476	293,449	3,004,988	1,641,400	3,220,349	1,351,875
Beginning Fund Balance	406,656	519,437	832,913	1,126,362	1,126,362	1,126,362	2,745,817
Net Revenue Over (Under) Expenditures	112,781	313,476	293,449	3,004,988	1,641,400	3,220,349	1,351,875
Ending Fund Balance	519,437	832,913	1,126,362	4,131,350	2,767,762	4,346,711	4,097,692

STREET IMPACT FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	764,260	801,030	1,393,192	2,708,709	2,750,800	3,000,800	2,096,800
Expenditures							
Capital Projects	837,209	219,257	371,936	232,655	335,000	635,000	993,633
Budget Change in Fund Balance	-	-	-	-	418,992	-	-
Transfer to Other Funds	294,952	294,723	390,303	-	391,808	391,808	880,000
Total Expenditures	1,132,161	513,980	762,239	232,655	1,145,800	1,026,808	1,873,633
Excess Revenue over (under) Expenditures	(367,901)	287,050	630,953	2,476,054	1,605,000	1,973,992	223,167
Beginning Fund Balance	367,933	32	287,082	366,078	366,078	366,078	106,620
Net Revenue Over (Under) Expenditures	(367,901)	287,050	630,953	2,476,054	1,605,000	1,973,992	223,167
Ending Fund Balance	32	287,082	918,035	2,842,132	1,971,078	2,340,070	329,787

STORM DRAIN FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	317,245	489,301	390,769	515,556	285,200	450,200	450,200
Expenditures							
Capital Projects	137,383	491,583	48,304	1,200	100,000	21,200	290,114
Budget Change in Fund Balance	-	-	-	-	185,200	-	-
Total Expenditures	137,383	491,583	48,304	1,200	285,200	21,200	290,114
Excess Revenue over (under) Expenditures	179,862	(2,282)	342,465	514,356	-	429,000	160,086
Beginning Fund Balance	56,129	235,990	233,708	493,461	493,461	493,461	218,440
Net Revenue Over (Under) Expenditures	179,862	(2,282)	342,465	514,356	-	429,000	160,086
Ending Fund Balance	235,990	233,708	576,173	1,007,817	493,461	922,461	378,526

Herriman City Budget  
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**SUMMARY OF FUNDS (Continued)**

STREET LIGHTS FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	230,945	418,250	533,100	381,975	550,000	450,000	450,000
Expenditures							
Salary & Wages	8,630	-	-	-	-	-	-
Capital Projects	272,156	235,250	657,136	193,662	550,000	464,500	452,500
Budget Change in Fund Balance	-	-	-	-	-	-	-
Total Expenditures	280,786	235,250	657,136	193,662	550,000	464,500	452,500
Excess Revenue over (under) Expenditures	(49,841)	183,000	(124,036)	188,313	-	(14,500)	(2,500)
Beginning Fund Balance	50,761	920	183,921	59,885	59,885	59,885	45,385
Net Revenue Over (Under) Expenditures	(49,841)	183,000	(124,036)	188,313	-	(14,500)	(2,500)
Ending Fund Balance	920	183,921	59,885	248,198	59,885	45,385	42,885

PUBLIC SAFETY FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	7,608	425	-	-	-	-	-
Expenditures							
General Expenditures	66,420	2,070	8,787	3,287	10,000	6,000	6,000
Total Expenditures	66,420	2,070	8,787	3,287	10,000	6,000	6,000
Excess Revenue over (under) Expenditures	(58,812)	(1,645)	(8,787)	(3,287)	(10,000)	(6,000)	(6,000)
Beginning Fund Balance	91,747	32,934	31,289	22,502	22,502	22,502	16,502
Net Revenue Over (Under) Expenditures	(58,812)	(1,645)	(8,787)	(3,287)	(10,000)	(6,000)	(6,000)
Ending Fund Balance	32,934	31,289	22,502	19,215	12,502	16,502	10,502

STREET SIGNS FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	60,955	41,131	91,041	58,770	50,000	70,000	70,000
Expenditures							
Salary & Wages	1,355	962	-	-	-	-	-
Capital Projects	22,518	14,416	84,058	33,760	66,000	66,000	66,000
Budget Change in Fund Balance	-	-	-	-	-	-	-
Total Expenditures	23,874	15,377	84,058	33,760	66,000	66,000	66,000
Excess Revenue over (under) Expenditures	37,081	25,754	6,983	25,010	(16,000)	4,000	4,000
Beginning Fund Balance	19,328	56,409	82,163	89,146	89,146	89,146	93,146
Net Revenue Over (Under) Expenditures	37,081	25,754	6,983	25,010	(16,000)	4,000	4,000
Ending Fund Balance	56,409	82,163	89,146	114,155	73,146	93,146	97,146

Herriman City Budget  
the Year Ending Jun 30, 2017

**SUMMARY OF FUNDS (Continued)**

HERRIMAN PARKWAY							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	1,536,780	1,372,830	-	-	1,200,000	-	-
Expenditures							
Capital Projects	1,552,527	1,383,677	3,450	4,000	1,000,000	29,662	-
Total Expenditures	1,552,527	1,383,677	3,450	4,000	1,000,000	29,662	-
Excess Revenue over (under) Expenditures	(15,746)	(10,847)	(3,450)	(4,000)	200,000	(29,662)	-
Beginning Fund Balance	59,705	43,959	33,112	33,112	29,662	29,662	-
Net Revenue Over (Under) Expenditures	(15,746)	(10,847)	(3,450)	(4,000)	200,000	(29,662)	-
Ending Fund Balance	43,959	33,112	29,662	29,112	229,662	-	-

DEBT SERVICE							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue							
Transfers from Other Funds	447,269	520,013	585,454	195,777	886,959	886,959	880,000
Other Revenue	127	115	-	301	70	6,886,714	85,000
Total Revenue	447,396	520,128	585,454	196,078	887,029	7,773,673	965,000
Expenditures							
Principle Payments	447,269	520,013	225,000	225,000	238,750	238,750	974,167
Interest Payments	-	-	358,656	178,229	348,209	348,209	1,449,826
Total Expenditures	447,269	520,013	583,656	403,229	586,959	586,959	2,423,993
Excess Revenue over (under) Expenditures	127	115	1,798	(207,151)	300,070	7,186,714	(1,458,993)
Beginning Fund Balance	242	369	484	2,282	2,282	2,282	7,188,996
Net Revenue Over (Under) Expenditures	127	115	1,798	(207,151)	300,070	7,186,714	(1,458,993)
Ending Fund Balance	369	484	2,282	(204,869)	302,352	7,188,996	5,730,003

HERRIMAN SAA AND CDA							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	2,302,275	2,788,813	3,847,346	1,406,980	4,019,217	2,915,914	3,033,000
Expenditures							
Capital Projects	517,155	284,583	714,999	1,173,864	4,329,324	4,329,324	4,686,486
Principle Payments	1,675,000	1,035,000	1,920,000	755,000	755,000	755,000	780,000
Interest Payments	729,211	705,654	655,658	297,303	-	-	-
Total Expenditures	2,921,367	2,025,237	3,290,657	2,226,167	5,084,324	5,084,324	5,466,486
Excess Revenue over (under) Expenditures	(619,092)	763,576	556,689	(819,186)	(1,065,107)	(2,168,410)	(2,433,486)
Beginning Fund Balance	2,367,956	1,748,864	2,512,440	3,069,129	3,069,129	3,069,129	900,719
Net Revenue Over (Under) Expenditures	(619,092)	763,576	556,689	(819,186)	(1,065,107)	(2,168,410)	(2,433,486)
Ending Fund Balance	1,748,864	2,512,440	3,069,129	2,249,943	2,004,022	900,719	(1,532,767)

Herriman City Budget  
the Year Ending Jun 30, 2017

**SUMMARY OF FUNDS (Continued)**

<b>TOWNE CENTER</b>							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
<b>Revenue</b>							
Transfers from Other Funds	4	7	199,999	917,919	2,625,003	2,427	1,225,000
<b>Total Revenue</b>	<b>4</b>	<b>7</b>	<b>199,999</b>	<b>917,919</b>	<b>2,625,003</b>	<b>2,427</b>	<b>1,225,000</b>
<b>Expenditures</b>							
Capital Projects	-	-	17,948	1,077,192	625,000	4,100,000	14,500,000
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>17,948</b>	<b>1,077,192</b>	<b>625,000</b>	<b>4,100,000</b>	<b>14,500,000</b>
<b>Excess Revenue over (under) Expenditures</b>	<b>4</b>	<b>7</b>	<b>182,051</b>	<b>(159,273)</b>	<b>2,000,003</b>	<b>(4,097,573)</b>	<b>(13,275,000)</b>
Beginning Fund Balance	635	640	647	647	647	182,698	11,085,125
Net Revenue Over (Under) Expenditures	4	7	182,051	(159,273)	2,000,003	(4,097,573)	(13,275,000)
<b>Ending Fund Balance</b>	<b>640</b>	<b>647</b>	<b>182,698</b>	<b>(158,626)</b>	<b>2,000,650</b>	<b>(3,914,875)</b>	<b>(2,189,875)</b>

<b>CAPITAL PROJECTS</b>							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
<b>Revenue</b>							
Transfers from Other Funds	647,253	524,190	825,000	3,000,894	275,000	3,675,894	-
Developer Payments	-	120,000	241,468	-	4,200,000	-	-
Other Revenue	18,924	949	501,131	3,875,861	3,886,360	6,798,900	4,002,000
<b>Total Revenue</b>	<b>666,177</b>	<b>645,139</b>	<b>1,567,599</b>	<b>6,876,755</b>	<b>8,361,360</b>	<b>10,474,794</b>	<b>4,002,000</b>
<b>Expenditures</b>							
Capital Projects	593,457	1,164,031	1,352,106	10,588,631	11,158,744	16,589,442	4,000,000
<b>Total Expenditures</b>	<b>593,457</b>	<b>1,164,031</b>	<b>1,352,106</b>	<b>10,588,631</b>	<b>11,158,744</b>	<b>16,589,442</b>	<b>4,000,000</b>
<b>Excess Revenue over (under) Expenditures</b>	<b>72,720</b>	<b>(518,893)</b>	<b>215,493</b>	<b>(3,711,876)</b>	<b>(2,797,384)</b>	<b>(6,114,648)</b>	<b>2,000</b>
Beginning Fund Balance	268,967	341,687	(177,206)	(177,206)	(177,206)	76,226	4,091,240
Net Revenue Over (Under) Expenditures	72,720	(518,893)	215,493	(3,711,876)	(2,797,384)	(6,114,648)	2,000
<b>Ending Fund Balance</b>	<b>341,687</b>	<b>(177,206)</b>	<b>38,287</b>	<b>(3,889,082)</b>	<b>(2,974,590)</b>	<b>(6,038,422)</b>	<b>4,093,240</b>

Herriman City Budget  
the Year Ending Jun 30, 2017

**SUMMARY OF FUNDS (Continued)**

WATER							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Income From Operations</b>	5,733,022	5,929,877	6,714,998	6,191,985	7,320,233	7,320,233	7,613,042
<b>Expenses</b>							
Administration	2,869,232	2,889,200	3,417,280	3,817,888	4,876,500	4,876,500	3,462,700
Maintenance	3,187,893	3,279,718	2,586,671	2,376,940	3,677,555	3,677,555	3,999,175
Blue Stake	45,648	35,298	62,841	62,321	76,950	76,950	79,085
Secondary	151,131	283,147	248,767	178,502	476,500	506,500	578,000
<b>Total Expenses</b>	6,253,904	6,487,363	6,315,559	6,435,651	9,107,505	9,137,505	8,118,960
<b>Income From Operations</b>	(520,883)	(557,486)	399,439	(243,666)	(1,787,272)	(1,817,272)	(505,918)
<b>Non-Operating Income</b>	5,636,174	998,806	1,643,490	(94,348)	(1,786,625)	(1,786,625)	-
<b>Total Income</b>	5,115,291	441,320	2,042,929	(338,014)	(3,573,897)	(3,603,897)	(505,918)
<b>Beginning Fund Balance</b>	41,187,796	45,870,491	46,311,810	48,354,739	48,354,739	48,354,739	46,250,842
<b>Net Revenue Over (Under) Expenditures</b>	5,115,291	441,320	2,042,929	(338,014)	(2,073,897)	(2,103,897)	(375,918)
<b>Prior Period Adjustments</b>	(432,596)						
<b>Ending Fund Balance</b>	45,870,491	46,311,810	48,354,739	48,016,725	46,280,842	46,250,842	45,874,925

WATER IMPACT FEE FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	990,595	1,043,785	1,343,549	1,789,055	1,141,365	13,141,365	-
Expenditures							
Capital Projects	731,921	178,446	109,346	1,254,008	79,479	7,882,405	-
Debt Service	250,000	-	-	-	-	-	-
Budget Change in Fund Balance	-	-	-	-	-	-	-
Total Expenditures	981,921	178,446	109,346	1,254,008	79,479	7,882,405	-
Excess Revenue over (under) Expenditures	8,674	865,339	1,234,203	535,047	1,061,886	5,258,960	-
<b>Beginning Fund Balance</b>	690,176	698,850	1,564,189	2,798,392	2,798,392	2,798,392	8,057,352
<b>Net Revenue Over (Under) Expenditures</b>	8,674	865,339	1,234,203	535,047	1,061,886	5,258,960	-
<b>Ending Fund Balance</b>	698,850	1,564,189	2,798,392	3,333,439	3,860,278	8,057,352	8,057,352

WATER RIGHTS IMPACT FEE FUND							
	FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Original Budget	2016 Revised Budget	2017 Proposed Budget
Revenue	1,189,643	1,317,304	1,550,935	1,205,842	1,499,099	1,499,099	-
Expenditures							
Capital Projects	27,992	136,168	57,980	3,048,034	2,182,960	2,182,960	-
Budget Change in Fund Balance	-	-	-	-	-	-	-
Transfer to Other Funds	1,056,082	-	-	-	-	-	-
Total Expenditures	1,084,073	136,168	57,980	3,048,034	2,182,960	2,182,960	-
Excess Revenue over (under) Expenditures	105,570	1,181,136	1,492,955	(1,842,192)	(683,861)	(683,861)	-
<b>Beginning Fund Balance</b>	1,247,840	1,353,409	2,534,545	4,027,500	4,027,500	4,027,500	3,343,639
<b>Net Revenue Over (Under) Expenditures</b>	105,570	1,181,136	1,492,955	(1,842,192)	(683,861)	(683,861)	-
<b>Ending Fund Balance</b>	1,353,409	2,534,545	4,027,500	2,185,308	3,343,639	3,343,639	3,343,639

**CAPITAL PROJECTS**

The FY 2017 Budget includes

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

The following are the proposed Capital Projects in this budget

**Capital Improvements**

<b>Towne Center-City Hall</b>	
• City Hall Construction	15,000,000
<b>Capital Projects Fund</b>	
• ACUB Property Acquisition	4,000,000
<b>Water</b>	
• East Herriman Water Project	6,502,000

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

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

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

## FUND BUDGETS

The following fund budget reflect four years of actual operations results, current year adopted budget including amendments, year to date actual, revised budget to complete the year, and requested budget for fiscal year 2016-2017

FY 2016 Revised Budget represents an amendment to the current adopted budget.

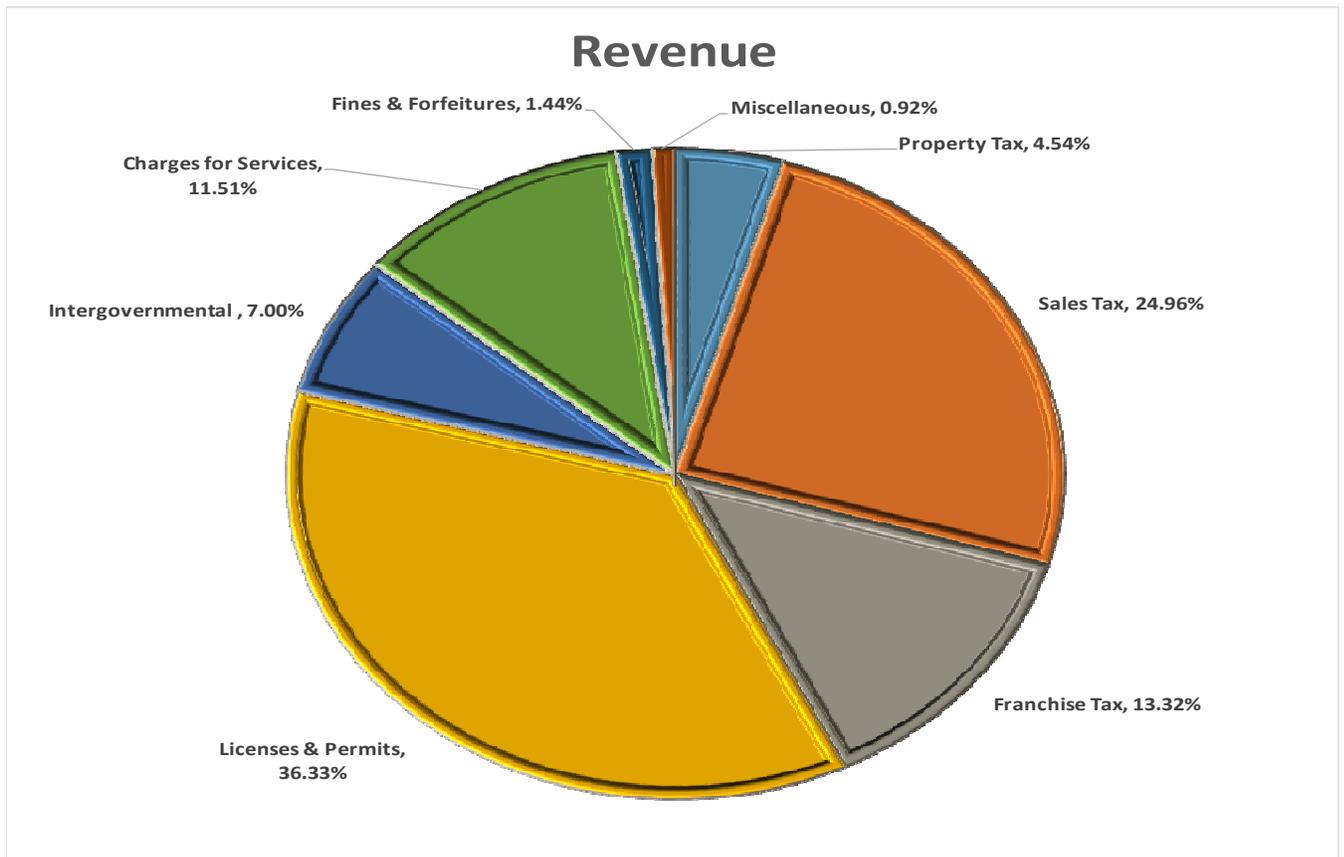
FY 2017 Budget is the proposed budget for the coming fiscal year.

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

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

### Revenue

General Fund revenues are organized into the following categories:

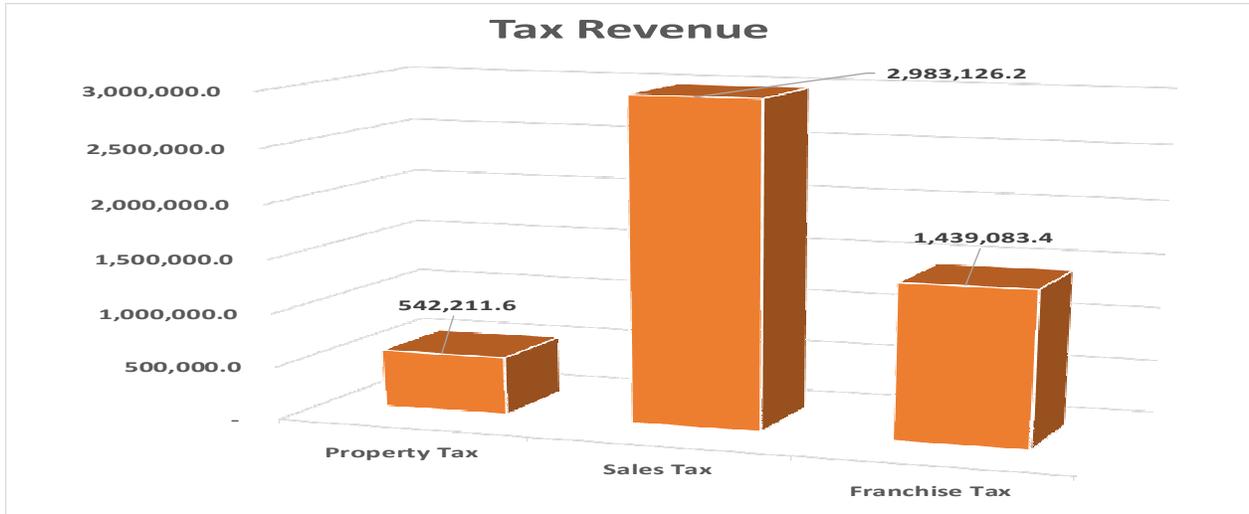


**Taxes**

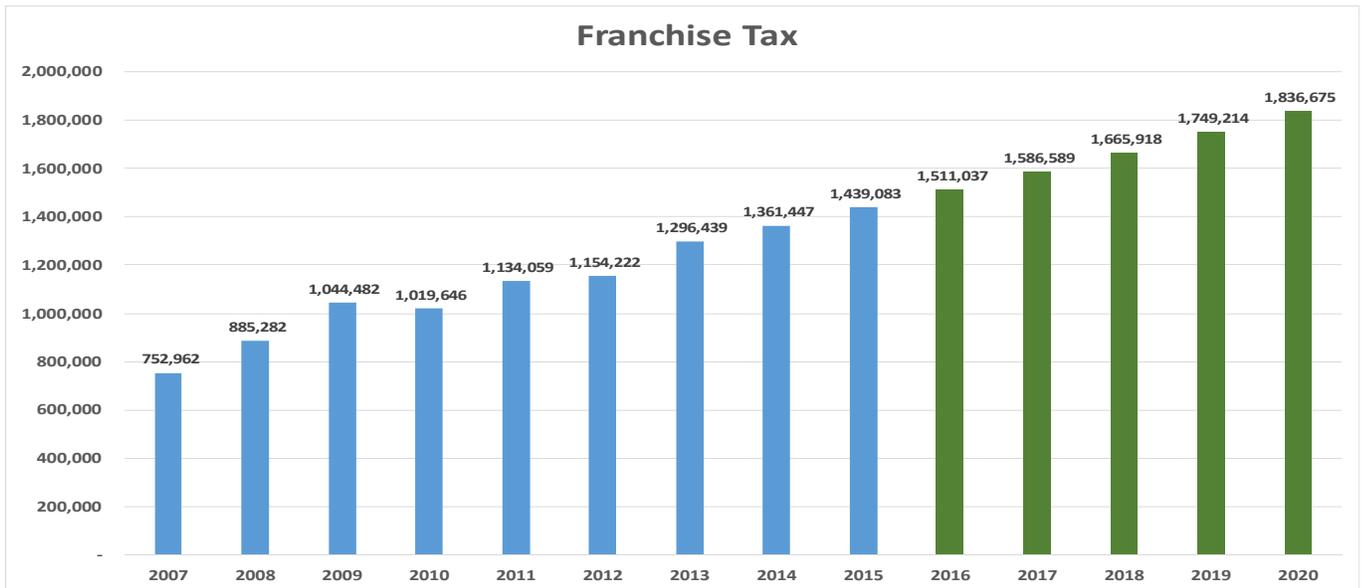
Property Tax-State law provides that the tax that was collected in the previous year plus normal growth is used to set the new tax rate unless Truth-in-Taxation hearings are held. This budget does not anticipate a rate change. The following chart shows the comparison of tax rates for other municipalities within the local area, This chart represents only the portion of the property tax related to the City’s determined tax rate, additional taxes are assessed by Salt Lake County and Jordan School District, Herriman City’s portion is 2.3% of our residents total property tax billing.



Sales Tax-includes retail sales represents our largest revenue source. Fifty percent of sales tax collected in Herriman City remain in the City, the remaining 50% goes into a state pool which is distributed based on population. The following table shows the comparison of tax revenue. Currently only about 20% of sales tax received comes from local sales the remainder comes from the state pool. Since our population is growing so quickly we are seeing corresponding growth in our sales tax revenues.



**Franchise Tax** is a tax on utilities sold in the city including natural gas, electricity, cable television and telephone. Franchise tax is growing very rapidly in relation to new homes and business locating the Herriman City. The following chart shows the growth of franchise taxes



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



**Intergovernmental Revenue** are revenues that we receive from other governmental units and include operating Grants and Class "C" road funds.

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

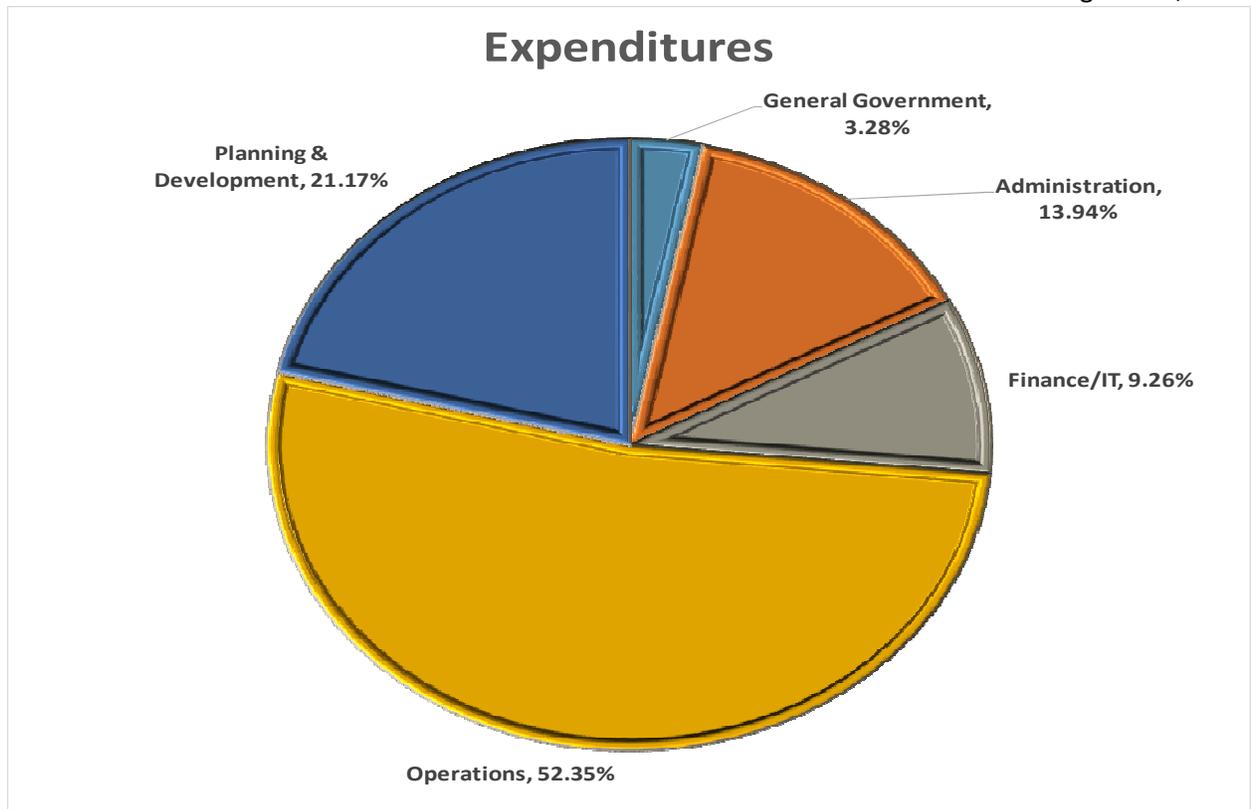
**Fines & Forfeitures** includes court fines.

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

Herriman City budgets its long-term expenditures based on projected income from recurring revenue sources.

Budgets for one-time expenditures are based on growth-related revenue streams.

This budget is made up of carefully planned expenditures that avoid unnecessary or excess spending while continuing to provide the highest level of service funding and resources will allow.



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

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>TAXES</b>								
31100	Current Year Property Tax	406,255	534,484	542,212	624,788	567,000	650,000	650,000
31102	Prior Year Property Tax	91,148	-	-	-	-	-	-
31300	Sales & Use Tax	2,384,822	2,644,745	2,983,126	2,462,203	3,258,326	3,330,194	3,700,216
31310	Energy Tax	951,409	1,060,260	1,093,716	972,102	1,295,636	1,295,636	1,439,596
31311	Telephone Tax	252,593	198,928	231,147	159,146	235,000	238,771	26,523
31312	Emergency Telephone Tax		104,655	152,701	115,288	105,000	152,645	160,000
36118	Cable Franchise Fee	92,437	102,259	114,221	95,438	122,588	122,588	136,208
		<u>4,178,663</u>	<u>4,645,331</u>	<u>5,117,123</u>	<u>4,428,965</u>	<u>5,583,550</u>	<u>5,789,833</u>	<u>6,112,542</u>
<b>LICENSES &amp; PERMITS</b>								
32100	Business Licenses and Permit	49,737	52,701	56,635	74,911	54,887	75,000	82,333
32160	Engineering/Inspections Fees	240,929	615,232	469,042	453,485	285,000	533,163	592,403
32165	Bond Processing Fee	9,250	11,400	10,600	19,654	10,100	20,000	22,000
32170	Site Plan Fee	11,016	13,786	26,995	27,327	18,413	35,531	36,630
32210	Building Permit Fees	2,599,791	2,304,764	2,361,848	2,120,496	4,263,846	3,600,000	3,560,000
32215	Plan Review Fee	442,947	650,409	1,163,323	961,204	1,146,574	1,161,282	1,197,198
32225	Electrical Permits	14,779	19,616	52,650	38,698	54,458	48,389	49,886
32226	Mechanical Permits	6,185	8,441	20,902	14,688	22,486	22,486	23,181
32227	Plumbing Permits	5,083	6,732	17,680	13,039	22,588	22,588	23,254
32228	Engineering Fees Reimb	11,355	7,852	18,326	12,000	14,697	18,000	20,000
32350	Zoning Land Use Fees	92,194	71,558	109,087	101,923	101,004	150,018	154,658
32450	Grading Fees	7,097	9,330	26,687	21,438	35,041	35,041	38,934
32460	Filing Fees	500	300	250	-	-	-	-
32550	Excavation Permits	15,479	39,805	34,234	21,476	23,618	23,618	26,242
32562	Re-Inspection Fees	141	235	470	235	350	350	350
32563	Annexation Fees	-	800	800	-	800	800	800
32565	Saddlecrest Fence Revenue	572	-	-	-	-	-	-
		<u>3,507,056</u>	<u>3,812,960</u>	<u>4,369,529</u>	<u>3,880,575</u>	<u>6,053,862</u>	<u>5,746,265</u>	<u>5,827,869</u>
<b>INTERGOVERNMENTAL REVENUE</b>								
33100	Class "C" Road Fund Allotment	783,497	758,528	804,157	684,185	830,670	830,670	1,022,967
33250	State Liquor Fund Allotment	14,260	16,581	18,022	18,685	20,725	18,685	18,685
33400	Grants SL County	13,096	9,656	11,000	206,600	206,600	206,600	22,000
33450	NRCS Grant - Herriman Fire	73,358	-	-	-	-	-	-
33650	Homeland Security Grant	-	2,149	2,023	-	2,025	2,025	-
33651	Federal Grants	-	10,000	-	-	-	-	-
33652	Grants - State of Utah	2,000	-	940	-	950	950	-
		<u>886,210</u>	<u>796,914</u>	<u>836,142</u>	<u>909,470</u>	<u>1,060,970</u>	<u>1,058,930</u>	<u>1,063,652</u>

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>CHARGES FOR SERVICES</b>								
32110	Returned Check Fees	126	(4,276)	(1,086)	(63,956)	850	850	850
	Parks/Rec Special Service District							
32230	Fees	427,887	459,443	505,581	400,108	550,192	550,192	618,193
	Blackridge Parking Permits						2,250	2,250
	Blackridge Parking Lot Fees						45,000	45,000
34250	Cemetery Lot Sales	63,250	45,075	61,575	31,525	32,960	32,960	35,000
34260	Cemetery Perpetual Care	125	-	-	-	-	-	-
34270	Cemetery Maintenance Assess	470	465	525	290	400	400	400
34280	Cemetery-Burials	25,645	17,365	24,750	25,500	25,750	30,000	30,000
34285	Cemetery-Veteran Plaques	-	-	345	230	-	-	-
36115	Maps & Manuals	1,108	328	195	228	175	175	175
36132	Banner Revenue	1,490	1,013	1,794	1,524	1,000	1,000	750
36210	Miss Herriman Pageant Income	1,619	1,648	1,326	-	-	-	-
36652	Stall Rental Revenue	6,454	250	3,185	3,575	1,500	4,000	4,500
36697	Sponsorship - Enduro	-	9,250	3,000	1,000	-	-	-
36699	Sponsorship - Arts Council	342	1,490	1,000	1,650	1,500	1,750	1,750
36700	Sponsorship - Ft Herriman Rodeo	-	125	-	-	-	-	-
36701	Sponsorship - Ft Herriman Days	20,277	12,625	10,750	8,000	15,000	15,000	15,000
36702	Sponsorship PRCA Rodeo	21,705	11,725	13,102	2,000	12,000	12,000	12,000
36703	Sponsorship Msc Events	1,525	2,300	1,300	2,800	2,500	2,500	2,500
36704	Sponsorship Miss Herriman	255	-	-	-	-	-	-
36705	Revenue FT Herriman Rodeo	-	30	-	-	-	-	-
36712	Revenue Concessions	32,407	27,407	15,653	11,303	34,000	34,000	34,000
36713	Revenue Blackridge Concession	15	6,600	6,929	2,593	7,500	7,500	7,500
36715	Revenue PRCA Rodeo	40,552	32,333	23,968	1,040	45,000	45,000	45,000
36730	Revenue Enduro Cross	23,852	10,793	4,306	-	28,325	-	28,325
36800	Revenue FT Herriman Days	29,066	45,856	36,934	2,776	32,960	38,000	40,000
36801	Revenue-Arts Council Events	22,771	29,876	28,261	36,740	30,000	40,000	40,000
36805	Revenue Community Garden	661	80	210	-	-	-	-
36850	Area/Equestrian Rental	1,963	5,010	3,075	1,350	2,750	2,750	3,000
36855	Park/Pavillion Rent	6,895	9,891	19,027	5,706	11,000	11,000	11,000
36857	Park Facility Rent	-	975	1,150	416	250	250	250
36859	Misc Event Revenue	7,861	6,184	18,064	1,309	7,500	7,500	7,500
36878	Computer Sales	4,264	(2,257)	-	-	-	-	-
36895	Passport Revenue	-	-	29,013	57,757	71,865	65,000	70,000
		742,586	731,604	813,932	535,464	914,977	949,077	1,054,943
<b>FINES &amp; FORFEITURES</b>								
35110	Court Fines	157,179	120,864	171,327	109,185	205,450	146,759	160,000
		157,179	120,864	171,327	109,185	205,450	146,759	160,000
<b>INTEREST</b>								
36100	Interest Earnings - Investments	29,774	82,742	2,402	43,120	36,196	45,000	45,000
		29,774	82,742	2,402	43,120	36,196	45,000	45,000

Herriman City Budget  
the Year Ending Jun 30, 2017

**MISCELLANEOUS REVENUE**

36116	Healthy Herriman Revenue	2,750	2,000	165	25	1,000	100	100
36119	Dumpster Rental	-	-	-	750	-	-	-
36120	Building Rental	2,625	2,375	2,500	2,925	2,500	2,500	2,500
36124	Grama Requests	993	298	379	310	100	300	300
36130	Damage Reimbursement	(7,287)	14,229	5,397	1,918	4,000	2,500	3,000
36660	Proceeds-Surplus Property Sale	-	-	245,428	-	-	-	-
36875	Income from Sale of Vehicles	-	18,505	-	-	-	-	-
36877	Income from Sale of Land	-	25,296	-	-	-	-	-
36878	Computer Sales	-	-	1,482	2,548	6,000	3,000	3,000
36858	Concession Sales	-	-	-	-	150	-	-
36885	Lease Proceeds	47,334	74,066	280,325	-	-	-	621,915
36889	Traffic School Revenue	8,692	4,593	8,992	3,539	8,261	5,309	6,000
36891	Insurance Dividend	-	14,637	3,668	7,282	4,000	4,000	4,000
36892	SAA Administration Revenue	45,164	17,727	61,243	17,227	75,000	40,000	65,000
36900	Misc Revenue	34,041	23,702	23,017	26,214	32,000	65,000	65,000
		<b>134,312</b>	<b>197,430</b>	<b>632,596</b>	<b>62,738</b>	<b>133,011</b>	<b>122,709</b>	<b>770,815</b>

**TRANSFERS FROM OTHER FUNDS**

	Administration Revenue - Water							
39117	Fund	-	-	535,126	206,760	444,500	444,500	500,000
39500	Appropriation-Unapprop Bal	-	-	-	-	591,124	591,124	-
		-	-	535,126	206,760	1,035,624	1,035,624	500,000

<b>Total General Fund Revenue</b>	<b>9,635,781</b>	<b>10,387,843</b>	<b>12,478,177</b>	<b>10,176,277</b>	<b>15,023,640</b>	<b>14,894,196</b>	<b>15,534,821</b>
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Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Expenditures</b>								
<b>GENERAL GOVERNMENT</b>								
<b>Legislative</b>								
41001	Salaries & Wages	61,012	49,695	59,262	41,602	58,500	58,500	58,500
41002	Burden	14,462	13,629	66,858	15,558	22,500	22,500	22,500
41006	Subscriptions/Memberships/Dues	-	-	-	-	500	500	500
41012	Seminars & Training	-	-	93	2,163	4,300	4,300	4,300
41015	Travel & Accomodations	-	-	1,980	5,123	6,500	13,000	6,500
41018	Fuel	-	-	-	-	1,020	-	1,020
41027	Office Supplies	-	-	-	-	-	-	-
41030	General Supplies	-	-	2	119	200	200	200
41039	Printing	-	-	-	133	600	600	600
41045	Hospitality	-	-	2,108	2,858	3,500	6,900	4,000
41056	Cell Phone Expense	-	-	-	2,438	3,656	3,656	3,800
41058	Postage & Shipping	-	-	-	-	200	200	200
41065	Clothing & Uniforms	-	-	-	-	200	200	200
41132	Youth Council	756	853	989	4,894	8,200	8,200	8,200
41210	City Council Relations	1,215	1,002	1,086	72	3,500	3,500	2,500
41211	Education/Community Promotion	-	-	-	-	500	100	500
41300	NonGovernmental Donations	2,000	8,225	2,450	6,850	12,000	12,000	12,000
		<b>79,444</b>	<b>73,404</b>	<b>134,828</b>	<b>81,810</b>	<b>125,876</b>	<b>134,356</b>	<b>125,520</b>
<b>Planning Commission</b>								
42001	Wages	11,655	-	17,500	12,758	22,500	22,500	22,500
42002	Burden	-	-	617	1,821	2,600	2,600	2,600
42013	Training	267	-	1,600	-	800	800	800
42016	Travel	-	18,031	-	-	-	-	-
		<b>11,922</b>	<b>18,031</b>	<b>19,717</b>	<b>14,578</b>	<b>25,900</b>	<b>25,900</b>	<b>25,900</b>
<b>Legal</b>								
43048	Attorney Fees	110,389	63,979	158,872	135,000	165,000	165,000	165,000
43061	Outside Legal Counsel	-	-	-	16,428	25,000	65,000	25,000
43350	Prosecutor Contract	27,500	27,500	28,000	16,000	24,000	24,000	24,000
		<b>137,889</b>	<b>91,479</b>	<b>186,872</b>	<b>167,428</b>	<b>214,000</b>	<b>254,000</b>	<b>214,000</b>
<b>TOTAL GENERAL GOVERNMENT</b>		<b>229,256</b>	<b>182,914</b>	<b>341,417</b>	<b>263,817</b>	<b>365,776</b>	<b>414,256</b>	<b>365,420</b>

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>ADMINISTRATION</b>								
<b>Administration</b>								
44001	Salaries & Wages	423,649	704,110	377,284	315,387	415,000	415,000	415,000
44002	Burden	131,672	276,274	172,807	157,079	200,000	200,000	200,000
44003	Overtime	-	2,138	1,935	475	500	500	500
44006	Subscriptions/Memberships/Dues	11,065	22,080	17,216	2,848	15,000	15,000	16,000
44012	Seminars & Training	2,922	6,720	4,528	1,509	12,100	10,000	12,000
44015	Travel & Accomodations	6,098	5,820	21,658	1,442	20,600	18,000	20,000
44018	Fuel	3,552	4,773	(964)	290	3,988	2,000	2,500
44021	Repairs & Maintenance-Auto	239	126	225	262	-	225	-
44024	Repairs & Maintenance-Equip	-	2	2	-	-	-	-
44027	Office Supplies	8,800	7,980	6,400	5,907	7,500	7,000	7,500
44030	General Supplies	9,697	6,206	5,955	2,616	7,614	6,000	7,500
44039	Printing	729	750	1,098	80	-	-	-
44045	Employee Relations	237	1,115	1,369	1,191	1,500	1,500	1,600
44047	Employee Development	(4,264)	2,257	(6,976)	-	-	-	-
44056	Cell Phone	-	-	-	3,078	4,108	4,108	4,108
44058	Postage & Shipping	6,850	5,686	8,769	5,895	8,500	8,500	9,000
44063	Vehicle Lease	5,762	3,212	-	-	-	-	-
44064	Vehicle Insurance	350	365	366	-	-	-	-
44066	Clothing & Uniforms	829	958	(27)	600	600	600	700
44150	Workers Comp Expense	6,760	18,856	-	-	-	-	-
44155	LT/ST Disability Insurance	5,510	8,818	-	-	-	-	-
44156	Health Insurance	250	-	-	-	-	-	-
44176	Soda/Vending Machine	(746)	(54)	381	(367)	-	-	-
44180	Community Affairs	-	-	-	337	1,500	1,500	1,500
44211	Education/Community Promotion	-	5,350	13,305	-	-	-	-
44225	Property Tax	1,136	5,505	4,967	212	-	5,000	5,000
44410	Insurance & Bonds	33,162	40,091	67,232	76,615	76,000	80,000	80,000
44415	Deer Mitigation	-	-	5,691	5,086	24,500	10,000	23,000
44520	Capital Outlay	-	-	-	-	1,500	-	1,500
44750	Utility Audit Reimbursements	19,869	7,078	3,545	1,813	8,500	2,500	8,500
		674,129	1,136,217	706,766	582,355	809,010	787,433	815,908
<b>Communication</b>								
45001	Salaries & Wages	-	-	46,946	42,701	56,000	62,000	145,000
45002	Payroll Burden	-	-	15,975	14,608	19,300	21,500	62,000
45003	Overtime	-	-	-	-	300	600	2,500
45006	Subscriptions/Memberships/Dues	-	-	116	793	1,500	1,200	2,086
45012	Seminars & Training	-	-	-	1,181	2,050	1,750	3,000
45015	Travel & Accomodations	-	-	-	211	2,100	2,000	2,950
45018	Fuel	-	-	-	-	950	125	550
45027	Office Supplies	-	-	299	-	2,300	1,200	2,000
	General Supplies	-	-	-	-	-	-	1,500
45030	Message Board	-	-	-	396	1,100	1,232	6,000
45039	Printing	-	-	-	1,742	950	1,000	5,000
45058	Postage & Shipping	-	-	2,100	-	12,000	5,000	6,000
45066	Clothing & Uniforms	-	-	-	-	250	150	300
45210	Public Relations	-	12,396	12,265	1,054	9,600	8,000	9,500
45211	Education/Community Promotion	-	-	-	-	-	-	-
45228	Lobbyist	50,000	82,022	74,583	52,000	90,000	130,000	140,000
45245	Newsletter/Communications	14,769	18,336	21,949	5,360	14,000	14,000	16,000
	Capital Outlay	-	-	-	-	-	-	5,500
		64,769	112,754	174,233	120,046	212,400	249,757	409,886

Herriman City Budget  
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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Court</b>								
46001	Salaries & Wages	95,689	94,660	100,395	79,519	111,000	110,000	112,000
46002	Payroll Burden	46,183	47,710	47,564	37,018	52,000	51,000	53,500
46003	Overtime	-	1,261	-	36	-	-	-
46004	Baliff Contract Labor	8,450	8,047	4,740	4,200	9,000	8,000	8,000
46006	Subscription/Memberships/Dues	75	96	72	81	75	65	110
46012	Seminars & Training	300	150	320	330	320	330	545
46015	Travel & Accomodations	433	450	932	1,701	1,190	1,750	1,700
46027	Office Supplies	-	-	773	-	-	-	-
46030	General Supplies	294	548	13	101	600	600	600
46045	Employee Relations	121	93	78	-	200	100	150
46061	Interpreting Service	580	618	1,612	907	750	750	800
46115	Indigent Defense	4,350	4,200	7,050	4,650	6,500	6,500	7,500
46122	Witness/Juror Fees	-	19	19	981	350	1,500	1,800
46520	Capital Outlay	-	-	-	-	1,000	-	500
		156,476	157,852	163,568	129,524	182,985	180,595	187,205
<b>Human Resources</b>								
47001	Salaries & Wages	96,071	142,422	60,617	62,201	81,000	84,500	110,000
47002	Payroll Burden	37,363	35,630	25,081	28,153	35,500	39,700	54,000
47006	Subscriptions/Memberships/Dues	580	1,753	190	190	2,000	1,000	1,000
47010	Rec Center Benefit	4,596	5,813	2,793	1,815	4,500	4,500	4,500
47012	Seminars & Training	1,909	1,081	1,875	1,840	3,300	3,300	3,300
47015	Travel & Accomodations	2,324	41	-	-	1,600	1,000	1,600
47018	Fuel	91	-	-	-	250	250	250
47030	General Supplies	223	4,478	310	-	1,000	1,000	1,800
47045	Hospitality & Promotions	31,604	34,909	34,377	39,842	35,000	35,000	37,000
47046	Mayor Money	5,336	3,769	5,013	3,469	6,500	6,500	6,500
47066	Clothing & Uniforms	327	150	-	-	150	150	150
47158	Staff Training	8,235	98	227	1,764	2,500	2,500	5,000
47160	Wellness Committee Expenses	1,201	846	1,272	1,094	2,600	2,600	2,600
47228	Drug Tests/DOT Physicals	4,300	4,571	4,969	2,689	5,000	5,000	5,000
47229	Tuition Reimbursement	33,815	14,325	13,269	2,624	40,000	40,000	35,000
47301	Safety Committee	2,521	2,953	2,450	1,266	5,000	4,000	5,000
47302	Employee Service Awards	8,843	9,114	10,034	6,017	11,000	10,000	11,000
47340	Contracted HR Services	4,011	20,617	33,071	2,720	45,000	30,000	30,000
47995	Unemployment Reimburseents	-	2,922	15,963	-	15,000	15,000	15,000
		243,350	285,492	211,511	155,684	296,900	286,000	328,700
<b>Recorder</b>								
48001	Salaries & Wages	55,475	83,723	109,550	95,602	140,000	175,000	180,000
48002	Payroll Burden	24,122	31,885	63,116	52,994	77,000	95,000	101,000
48003	Overtime	-	-	70	948	1,500	1,500	1,500
48005	Subscriptions/Memberships/Dues	645	1,022	-	465	3,000	1,500	3,000
48012	Seminars & Training	960	1,310	790	1,394	3,375	3,375	3,375
48015	Travel & Accomodations	1,514	1,068	-	2,370	3,550	3,550	3,550
48027	Office Supplies	46	396	-	1,892	1,100	1,100	1,100
48045	Employee Relations	-	-	-	-	185	185	185
48170	Election	-	30,856	-	38,132	52,000	38,132	-
48215	Public Notice	7,651	16,259	13,726	5,621	18,000	18,000	18,000
48217	Codification Expense	5,071	2,703	3,689	2,558	5,500	5,500	5,500
48220	Passports	-	-	3,366	4,332	5,500	5,500	6,500
48520	Capital Outlay	-	-	-	-	-	-	2,000
		95,483	169,223	194,307	206,308	310,710	348,342	325,710
<b>TOTAL ADMINISTRATION</b>		1,234,207	1,861,537	1,450,385	1,193,916	1,812,005	1,852,127	2,067,409

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>FINANCE</b>								
<b>Finance</b>								
50001	Salaries & Wages	160,515	-	245,045	163,090	240,000	205,000	207,500
50002	Payroll Burden	69,146	-	107,553	73,013	110,000	100,000	102,000
50003	Overtime	-	-	283	603	250	250	1,000
50006	Travel & Accomodations	-	-	740	900	2,500	2,500	2,500
50012	Seminars & Training	-	-	-	649	-	-	-
50015	Travel & Accomodations	-	-	-	111	3,000	1,500	1,500
50018	Fuel	-	-	796	-	500	-	-
50027	Office Supplies	-	-	-	51	500	200	250
50039	Printing	-	-	-	-	500	-	500
50056	Cell Phone Expense	-	-	-	1,315	1,936	1,936	2,000
50190	Bank Charges	30,019	33,817	53,719	61,517	33,000	60,000	60,000
50340	Contracted Financial Services	45,986	41,263	10,933	22,535	25,000	25,000	25,000
50520	Capital Outlay	-	-	-	-	1,500	-	1,500
		305,665	75,079	419,069	323,784	418,686	396,386	403,750
<b>Information Technology Systems</b>								
52001	Salaries & Wages	215,063	227,888	59,992	54,878	85,000	75,000	80,000
52002	Burden	100,407	112,390	25,985	26,931	42,000	40,000	42,000
52003	Overtime	-	496	-	206	1,000	1,000	1,000
52012	Seminars & Training	3,231	6,439	2,574	1,390	3,000	1,500	1,500
52015	Travel & Accomodations	1,489	750	5,552	936	4,800	2,500	2,500
52018	Fuel	1,915	2,209	472	68	-	-	-
52021	Repairs & Maintenance - Auto	1,775	1,200	132	-	-	-	-
52024	Repairs & Maintenance - Equipment	-	2	9	-	-	-	-
52030	General Supplies	758	3,018	1,101	59	1,500	1,500	1,500
52045	Employee Relations	503	627	-	-	225	225	225
52055	Utilities - Telephone	13,225	17,639	17,056	8,541	12,850	12,850	13,000
52056	Cell Phone Expense	36,661	41,370	41,373	(1,118)	3,775	3,775	4,000
52063	Vehicle Lease	-	-	26,492	-	-	-	-
52064	Vehicle Insurance	350	375	375	-	-	-	-
52066	Clothing & Uniforms	553	753	679	-	-	-	-
52120	County Website Access	787	360	892	1,004	585	1,100	1,200
52241	Security/Fire Alarm	720	660	750	540	800	800	800
52260	Office Machines - Lease	25,369	19,098	25,996	21,453	27,000	27,000	27,000
52275	Internet Expense	2,114	12,233	12,986	9,745	13,500	13,500	13,500
52460	Data Conversion/Scanning Service	6,210	-	-	-	-	-	-
52461	Software Purchase	43,900	41,549	24,273	13,694	30,000	20,000	30,000
52462	Software Licensing & Support	128,187	133,458	114,335	46,372	85,000	85,000	85,000
52463	Computer - Purchase	8,901	31,429	36,540	6,767	41,900	10,000	20,000
52464	Computer - Repairs & Maintenance	72,588	93,704	101,134	42,771	95,000	50,000	75,000
52465	Computer - Network Administration	8,816	7,577	340	201	5,000	1,000	5,000
52466	Capital Outlay	60,718	60,310	45,893	-	60,000	20,000	40,000
		734,240	815,535	544,931	234,439	512,935	366,750	443,225
<b>TOTAL FINANCE</b>		1,039,905	890,615	964,000	558,223	931,621	763,136	846,975

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>OPERATIONS</b>								
<b>Facilities</b>								
60001	Salaries & Wages	98,757	131,080	163,204	124,260	166,000	163,000	170,000
60002	Payroll Burden	38,854	54,481	81,518	64,044	88,000	88,000	92,000
60003	Overtime/On Call	589	1,464	2,556	1,288	2,500	2,500	2,500
60009	Dues, Licenses & Certifications	-	300	263	75	300	300	350
60012	Seminars & Training	469	11	650	252	1,100	1,100	1,150
60018	Fuel	2,394	2,538	2,085	1,221	3,500	2,500	3,500
60021	Repairs & Maintenance-Auto	1,412	1,134	517	401	1,500	1,500	1,500
60024	Repairs & Maintenance-Equipment	6,963	3,980	7,897	7,869	10,500	10,500	10,500
60027	Office Supplies	-	15	201	-	-	-	-
60030	General Supplies	24,417	5,786	6,122	1,855	6,000	6,000	6,000
60031	Janitorial Supplies	23,403	23,072	14,496	116	22,000	22,000	22,000
60033	Tool-Allowance	-	360	305	334	600	600	600
60036	Tool-Purchase	412	2,184	1,173	163	1,500	1,500	1,500
60045	Employee Relations	355	379	606	242	525	525	525
60050	Utilities-Sewer	383	518	410	323	550	550	550
60051	Utilities-Electric	20,727	21,189	23,193	17,768	24,500	24,500	24,500
60052	Utilities-Natural Gas	3,543	3,464	3,404	3,044	5,000	5,000	5,000
60053	Utilities-Sanitation	1,080	1,080	1,296	864	1,600	1,600	1,600
60054	Utilities-Water	-	-	895	325	4,500	4,500	4,500
60055	Utilities-Telephone	-	-	-	3,228	3,348	3,348	2,000
60061	Contracted Services	11,944	9,584	13,075	9,880	13,000	13,000	14,500
60063	Vehicle Lease	-	54,665	-	18,360	9,800	9,800	9,800
60064	Vehicle Insurance	450	542	881	770	900	900	900
60065	Building Insurance	9,608	13,012	15,166	15,500	15,500	15,500	15,500
60066	Clothing & Uniforms	925	1,032	914	517	930	930	1,100
60535	C.O. Equipment (over \$1000)	-	14,643	18,454	7,434	15,000	15,000	13,500
		246,683	346,513	359,281	280,133	398,653	394,653	405,575
<b>Enforcement/Emergency Services</b>								
62001	Salaries & Wages	5,400	6,643	5,089	405	8,000	1,500	1,500
62002	Payroll Burden	1,887	2,383	2,111	306	3,500	500	500
62018	Fuel	243	-	-	-	-	-	-
62021	Repairs & Maintenance - Auto	205	83	578	-	-	-	-
62030	General Supplies	-	125	-	-	-	-	-
62262	SL County Animal Control	184,732	200,096	169,312	169,310	203,110	210,000	213,000
62264	BE READY HERRIMAN	2,528	1,912	2,801	486	2,500	2,500	3,000
62275	Emergency Management	20,422	24,248	5,907	22,684	30,000	30,000	30,146
62276	Herriman Fire Expense	7,383	-	-	-	-	-	-
62277	E911 Telephone Tax	-	104,655	152,701	115,288	105,000	152,645	160,000
62280	Flood Mitigation Costs	69,589	-	-	-	-	-	-
62282	EWP 25% Match	7,350	-	-	-	-	-	-
		299,738	340,145	338,499	308,479	352,110	397,145	408,146

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Fleet Management</b>								
63001	Salaries & Wages	96,032	104,728	106,268	72,960	126,000	105,000	110,000
63002	Payroll Burden	45,513	50,412	57,903	35,806	55,000	52,000	57,000
63003	Overtime	1,069	-	-	-	500	500	500
63006	Subscriptions, Membership, Dues	168	157	161	170	350	350	350
63012	Seminars & Training	705	843	285	40	1,000	1,000	1,000
63015	Travel & Accomodations	-	234	-	-	300	300	300
63018	Fuel	3,036	3,222	1,737	1,447	4,000	3,500	4,000
63021	Repairs & Maintenance - Auto	859	1,329	5,040	828	1,500	1,500	1,500
63024	Repairs & Maintenance - Equip	812	137	1,596	71	1,500	1,500	1,500
63027	Office Supplies	20	-	-	1,412	-	-	-
63030	General Supplies	5,950	5,895	4,797	4,986	6,000	6,000	6,000
63036	Mechanic Tool Allowance	531	577	600	438	600	600	600
	Cell Phones	-	-	-	-	-	-	975
63036	Employee Relations	61	137	195	161	225	225	225
63064	Vehicle Insurance	1,100	792	1,053	1,070	1,250	1,250	1,250
63066	Clothing & Uniforms	127	344	484	73	665	665	830
63550	Contingency Repairs	2,818	5,622	1,095	1,000	10,000	10,000	10,000
63555	CO Equipment	-	-	-	-	14,000	14,000	14,000
		158,799	174,429	181,214	120,463	222,890	198,390	210,030
<b>Street Maintenance</b>								
65001	Salaries & Wages	205,159	209,467	212,711	179,310	201,000	215,000	270,000
65002	Payroll Burden	98,172	112,174	105,725	94,181	114,000	91,000	121,000
65003	Overtime	1,972	4,027	830	1,116	4,500	4,500	4,500
65009	Dues, Licenses & Certification	508	157	614	450	850	800	850
65012	Seminars & Training	1,509	1,831	1,458	545	2,000	2,000	2,200
65015	Travel & Accomodations	676	2,421	804	-	1,500	1,400	1,900
65018	Fuel	35,091	34,942	18,297	11,700	26,000	18,000	24,000
65021	Repairs & Maintenance-Auto	10,025	13,641	10,766	6,304	17,500	14,000	16,500
65024	Repairs & Maintenance-Equip	8,166	8,487	3,990	10,449	10,000	10,000	18,000
65030	General Supplies	35,098	40,359	39,825	24,916	42,000	33,000	40,000
65036	Tool, Purchase	2,180	3,959	9,280	489	6,500	6,500	6,600
65045	Employee Relations	618	665	390	660	700	800	1,000
65054	School Zone Maintenance	-	-	33,758	-	-	-	-
65056	Cell Phone Expense	-	-	-	2,811	4,893	3,800	4,300
65063	Vehicle Lease	38,289	6,185	47,574	6,007	8,969	8,969	521,117
65064	Vehicle Insurance	6,981	7,312	6,614	6,498	7,595	6,741	6,741
65066	Clothing & Uniforms	3,283	3,734	4,024	2,207	3,690	3,690	5,240
65145	Spring/Fall Cleanup	16,299	3,500	20,931	10,753	22,000	12,753	22,000
65240	Maint, Material & Services	82,326	128,829	110,907	32,285	110,000	130,000	130,000
65270	Road Improvments	13,491	2,710	12,493	10,509	11,000	13,000	15,000
65275	Crack Seal/Chip Seal	118,188	241,251	484,365	492,407	500,000	500,000	500,000
65280	Small Repairs	28,242	16,434	17,256	14,865	20,000	20,000	20,000
65566	CO Equipment	54,648	58,135	14,113	-	7,500	-	-
65610	Backhoe/Mini X Lease	26,225	8,400	8,400	2,800	8,400	8,400	8,400
		787,147	908,620	1,165,125	911,262	1,130,597	1,104,353	1,739,348

Herriman City Budget  
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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Snow Removal</b>								
66001	Salaries & Wages	11,653	20,027	12,736	15,824	5,000	20,000	25,000
66002	Payroll Burden	11,054	13,182	3,669	19,568	2,500	20,000	20,000
66003	Overtime	11,042	8,835	4,674	18,900	5,000	20,000	25,000
66131	Salt	35,706	46,250	10,557	53,192	56,500	56,500	62,300
66132	Repairs & Maintenance - Equip	17,410	12,479	8,918	15,559	22,000	20,000	27,000
		<u>86,864</u>	<u>100,773</u>	<u>40,554</u>	<u>123,043</u>	<u>91,000</u>	<u>136,500</u>	<u>159,300</u>
<b>Storm Drain Maintenance</b>								
68001	Salaries & Wages	86,162	81,781	87,661	64,280	113,200	95,000	105,000
68002	Payroll Burden	40,418	40,147	41,414	30,975	52,500	45,000	53,000
68003	Overtime	-	149	2,274	773	1,000	5,000	5,000
68009	Dues, Licenses & Certification	-	-	1,200	-	-	-	-
68012	Seminars & Training	20	-	128	-	500	-	500
68018	Fuel	14,159	11,386	7,420	6,018	10,000	9,000	10,000
68021	Repairs & Maintenance - Auto	3,404	5,411	3,395	3,224	4,000	4,000	6,000
68024	Repairs & Maintenance - Equip	6,518	9,739	8,904	10,883	10,000	10,000	11,000
68030	General Supplies	2,349	3,178	2,264	796	5,000	1,800	4,000
68036	Tool - Purchase	236	57	234	-	1,000	500	1,000
68053	Utilities - Sanitation	475	501	602	352	750	700	700
68063	Vehicle Lease	3,595	3,549	488	3,037	3,037	3,037	3,037
68064	Vehicle Insurance	2,922	2,634	2,569	2,739	3,200	4,064	4,064
68100	Emergency Repairs	1,952	-	742	-	5,000	5,000	5,000
68120	Small Projects	2,082	2,281	14,764	2,517	10,300	5,000	8,000
68121	Sweeper Dumping	-	-	2,000	6,000	5,000	8,000	10,000
68122	Container Hauling	-	-	-	2,500	5,000	5,000	6,000
68210	Printing & Postage	-	-	-	-	5,000	-	-
68261	Lease - Backhoe	1,400	1,400	1,400	-	1,400	1,400	1,400
		<u>165,693</u>	<u>162,213</u>	<u>177,459</u>	<u>134,094</u>	<u>235,887</u>	<u>202,501</u>	<u>233,701</u>
<b>Street Signs</b>								
69001	Salaries & Wages	34,433	36,890	42,202	34,028	45,000	57,500	62,500
69002	Payroll Burden	16,528	18,036	19,954	15,531	23,000	28,000	31,000
69003	Overtime	-	-	-	-	1,000	2,000	2,000
69012	Seminars & Training	-	65	90	-	100	100	150
69018	Fuel	3,279	2,942	1,953	1,512	3,250	2,500	3,000
69021	Repairs & Maintenance - Auto	2,623	457	799	194	3,000	2,000	3,500
69024	Repairs & Maintenance - Equip	7	2	391	-	-	-	-
69036	Tools - Purchase	457	358	497	-	800	200	800
69061	Contracted Services	223	(223)	-	-	-	-	-
69063	Vehicle Lease	-	-	163	1,012	1,012	1,012	1,012
69064	Vehicle Insurance	420	430	439	395	462	462	462
69150	New Sign Installation	13,045	4,265	17,877	2,376	30,000	6,000	20,000
69155	Replacement Signs	5,514	5,836	9,504	5,636	8,000	7,500	9,000
69160	Damaged Signs	234	650	-	1,067	2,000	2,000	2,500
		<u>76,762</u>	<u>69,708</u>	<u>93,869</u>	<u>61,751</u>	<u>117,624</u>	<u>109,274</u>	<u>135,924</u>

Herriman City Budget  
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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Street Lights</b>								
70001	Salaries & Wages	95,664	105,171	110,695	83,284	115,000	118,000	125,000
70002	Payroll Burden	35,365	46,694	48,271	38,761	55,000	57,000	60,000
70003	Overtime	1,294	1,847	564	669	2,000	2,000	2,000
70006	Subscriptions, Membership, Dues	280	350	225	315	350	350	350
70012	Seminars & Training	199	955	-	1,400	1,500	1,500	1,500
70018	Fuel	8,996	6,375	3,912	2,491	10,000	6,500	6,500
70021	Repairs & Maintenance - Auto	7,537	4,723	3,591	2,781	6,000	4,000	6,000
70024	Repairs & Maintenance - Equip	134	7	873	39	500	500	500
70030	General Supplies	201	362	785	472	500	500	500
70036	Tools - Purchase	916	991	1,624	42	1,000	1,000	1,000
70045	Employee Relations	113	179	74	147	225	225	225
70051	Utilities Electric	113,151	133,670	125,424	101,797	134,000	134,000	141,000
70056	Cell Phone Expense	-	-	-	918	2,050	2,050	1,300
70061	Contracted Services SL County	26,591	32,782	25,880	20,019	31,800	31,800	31,800
70063	Vehicle Lease	29,131	12,286	8,940	59,346	-	-	-
70064	Vehicle Insurance	1,600	1,642	1,500	1,712	2,000	2,000	2,002
70066	Clothing & Uniforms	276	765	892	385	1,110	1,110	1,090
70151	Lights - Replacement	10,193	12,721	19,203	15,618	20,000	20,000	20,000
70160	Lights - Repairs	16,203	15,760	20,887	(3,013)	20,000	20,000	20,000
		347,845	377,279	373,340	327,183	403,035	402,535	420,767
<b>Community Events &amp; Recreation</b>								
72001	Salaries & Wages	194,319	222,375	244,968	193,635	265,000	275,000	285,000
72002	Payroll Burden	81,937	77,127	110,273	88,102	105,000	110,000	115,000
72003	Overtime	3,141	5,098	18,353	6,969	34,500	34,500	34,500
72006	Subscriptions, Membership, Dues	-	349	114	337	1,010	860	1,010
72009	Licenses & Dues	-	1,485	845	425	500	1,300	1,300
72012	Seminars & Training	-	135	505	460	860	860	910
72015	Travel & Accomodations	-	-	-	12	850	13	750
72018	Fuel	2,698	2,791	1,333	1,033	3,500	2,000	2,100
72021	Repairs & Maintenance - Auto	3,454	423	642	193	1,620	900	1,620
72024	Repairs & Maintenance - Equip	599	2,368	1,227	-	2,800	2,800	2,800
72027	Office Supplies	193	147	251	193	700	700	700
72033	Equipment Purchase	16	3,786	2,772	2,190	3,000	3,000	6,000
72045	Employee Relations	-	608	461	234	588	588	663
72056	Cell Phone Expense	-	-	-	2,756	4,969	4,000	5,000
72063	Vehicle Lease	22,581	7,201	7,201	7,201	7,201	7,201	-
72064	Vehicle Insurance	1,044	625	1,003	891	1,041	1,041	1,041
72066	Clothing & Uniforms	454	1,510	1,458	789	3,140	3,000	3,360
72102	Concessions Equipment	212	-	3,030	40	2,500	2,500	2,500
72103	Concessions Food	23,278	25,057	21,872	7,082	30,000	26,500	26,500
72104	Concessions Blackridge	2,870	1,016	3,024	1,134	5,000	5,000	5,000
72151	Other City Events	24,839	16,804	15,479	27,352	37,000	37,000	37,000
72165	Christmas Decorations	13,549	13,465	3,403	3,281	15,000	15,000	15,000
72175	Fort Herriman Days Festivities	87,851	59,351	60,529	10,673	76,000	60,000	60,000
72180	Herriman City Float	14,020	8,625	7,841	225	13,000	8,000	13,000
72185	Enduro Challenge	-	24,021	22,632	304	34,000	5,000	36,000
72196	PRCA Rodeo	57,859	60,492	60,871	2,058	69,000	66,000	66,000
72300	County Fair Booth	112	-	-	-	-	-	-
72306	SR Citizen Redevelopment	1,554	1,941	1,987	2,570	2,000	2,236	2,400
		536,580	536,799	592,074	360,138	719,779	674,999	725,154

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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Arts &amp; Culture Development</b>								
	Salaries and Wages				168		2,500	25,000
	Burden				300		1,000	1,000
73100	Arts Council Supplies	5,298	1,066	3,338	448	4,000	4,000	4,000
73105	Arts Production/Performance	50,810	19,440	30,897	14,291	25,000	35,150	35,150
73106	Children's Production	-	6,662	6,226	7,568	6,500	6,500	6,500
73107	Herriman Live	305	868	877	-	2,000	1,500	1,500
73108	Decorating Contest	-	165	573	541	500	500	500
73109	Visual Arts	-	-	-	-	250	250	250
73110	Arts Council Equipment	156	-	4,947	-	5,000	5,000	-
73115	Miss Herriman Scholarship	8,332	11,753	9,912	3,254	12,000	12,000	12,000
73120	Choir & Orchestra	2,394	2,515	4,442	4,444	5,000	5,000	5,000
73130	Historical Committee	31,541	15,939	4,788	18,232	23,600	23,600	25,000
73135	Healthy Herriman	2,353	2,042	2,382	-	2,600	2,600	2,500
		101,189	60,450	68,382	49,246	86,450	99,600	118,400
<b>Cemetery</b>								
75001	Salaries & Wages	15,361	14,373	14,622	16,133	12,000	20,000	20,000
75002	Payroll Burden	5,647	8,461	6,425	8,068	6,500	7,500	7,500
75003	Overtime	-	-	-	-	3,500	3,500	3,500
75018	Fuel	1,139	1,064	757	606	1,500	1,500	1,500
75021	Repairs & Maintenance-Auto	332	473	240	211	700	700	700
75024	Repairs & Maintenance-Equip	84	253	107	102	400	400	400
75030	General Supplies	1,815	2,646	2,518	1,261	2,500	2,500	2,500
75033	Equipment Purchase	3,450	-	-	-	1,000	1,000	1,000
75051	Utilities Electric	991	1,510	1,456	536	1,500	1,500	1,500
75053	Utilities Sanitation	900	1,080	1,080	630	1,000	1,000	1,000
75054	Utilities Water	-	-	-	117	-	24,000	24,000
75063	Vehicle Lease	-	-	6,058	-	-	-	-
75064	Vehicle Insurance	250	250	500	428	500	500	500
75320	Sprinkler Repairs	62	3,152	3,110	867	3,000	3,000	3,000
75410	Backhoe/Mini X Lease	2,100	2,100	2,100	2,100	2,100	2,100	2,100
75540	CO Cemetery	-	-	9,589	15,607	7,000	16,000	15,000
		32,131	35,362	48,562	46,668	43,200	85,200	84,200

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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Parks</b>								
76001	Salaries & Wages	425,162	460,285	542,860	405,242	622,595	585,000	615,000
76002	Employee Benefits	236,168	271,938	269,724	204,254	298,158	290,000	310,000
76003	On-Call Overtime	10,907	13,931	7,015	3,497	24,500	26,000	26,000
76004	Payroll-Blackridge	10,679	-	-	-	-	-	-
76006	Subscriptions & Memberships	585	591	175	50	850	850	850
76009	Dues, Licenses, Certifications	1,020	-	294	-	1,700	1,700	1,700
76012	Seminars & Training	2,360	1,567	2,169	1,882	2,050	2,050	4,450
76015	Travel	-	1,067	1,131	984	1,000	1,000	1,000
76018	Fuel	41,142	39,649	24,777	15,695	40,000	35,000	40,000
76021	Repairs & Maintenance-Auto	16,559	13,869	14,190	5,092	17,500	17,500	17,500
76024	Repairs & Maintenance-Equip	21,127	21,906	10,390	11,304	16,500	16,500	16,500
76025	Parking Lot Maintenance	4,259	2,669	3,200	1,028	4,000	4,000	29,000
76026	Arbor Day	539	401	494	-	600	600	600
76027	Match-Tree Grant	37	1,620	-	-	-	-	-
76030	General - Supplies	18,451	15,516	23,037	6,253	22,000	22,000	22,000
76033	Small Equipment (Under \$1000)	1,022	2,870	1,693	2,872	2,500	2,500	2,500
76036	Tool - Purchase	1,324	940	1,305	731	1,000	1,000	1,000
76045	Employee Relations	1,315	1,202	1,171	339	1,200	1,200	1,200
76050	Playground Repair/Maintenance	41,310	29,739	27,245	8,731	46,000	46,000	46,000
76053	Sewer Expense	7,295	8,549	6,692	4,044	8,400	8,400	8,400
76055	Service Projects	-	412	1,389	739	1,500	1,500	1,500
76056	Cell Phone Expense	-	-	-	5,532	8,029	8,029	8,029
76061	Contracted Services	2,994	2,107	5,780	3,172	9,200	7,000	9,200
76063	Vehicle Lease/Purchase	64,000	28,850	121,355	-	68,533	41,000	113,000
76064	Vehicle Insurance	5,950	5,742	6,950	6,506	7,600	7,600	7,600
76066	Clothing & Uniforms	4,100	4,485	7,053	4,694	5,670	5,670	5,990
76068	Tree Well Fert	-	6,746	4,401	2,100	6,500	6,500	21,820
76070	CO Equipment	26,348	15,670	83,625	45,388	25,000	25,000	25,000
76092	Equipment Rental	2,057	841	1,490	1,060	2,500	2,500	2,500
76100	CO Equipment (Over \$1,000)	5,451	1,074	-	-	-	-	-
76119	Vandalism Expense	3,857	669	5,772	-	8,000	8,000	8,000
76120	Butterfd Pk -Sprinkler Repair	1,344	1,788	924	4,079	2,000	4,100	2,000
76125	Butterfd Pk - Tree Replacement	128	700	133	-	700	700	700
76140	Bufferfd Maint/Supplies	36,753	32,176	23,299	23,121	25,000	25,000	25,000
76190	Butterfd Pk -Power	15,656	14,926	17,597	8,785	18,000	25,000	25,000
76192	Butterfd Pk - Sanitation	1,620	394	11	-	-	-	-
76193	Butterfd Pk -Natural Gas	7,576	6,998	5,383	5,349	10,000	10,000	10,000
76196	Butterfd Pk -Fertilization	9,820	7,012	7,641	753	8,500	8,500	8,500
76197	Butterfd Pk - Stall Barn	2,637	3,144	2,690	1,543	2,500	2,500	2,500
76211	Ft Herriman Historical Park	1,123	1,773	-	-	-	-	-
76240	Misc Supplies	-	3,083	-	-	-	-	-
76250	Leask Skidsteer/Backhoe Mini X	26,925	9,100	9,100	9,100	9,100	9,100	9,100
76256	Pocket Parks - Maint/Supplies	-	278	6,390	4,728	7,850	7,850	7,850
76257	Pocket Parks - Tree Replacement	100	810	4,579	41	4,300	4,300	4,300
76258	Pocket Parks - Sprinkler Repair	468	-	4,074	5,647	7,050	7,050	7,850
76260	Contracted Mowing	201,014	184,695	176,337	159,758	275,400	275,400	275,400
76261	Contracted Fertilization	42,535	54,049	50,932	31,750	65,400	65,400	67,000
76262	Power	23,455	20,601	27,837	17,396	28,000	28,000	28,000
76263	Natural Gas	4,062	6,816	5,600	4,002	6,000	6,000	6,000
76264	Water	-	-	472,588	257,722	440,000	440,000	500,000
76265	Dump Fees	1,803	4,500	3,902	2,500	6,000	6,000	6,000
76266	Mountain View Corridor Maint	-	2,437	-	3,024	4,000	4,000	4,000
76267	Multi-Use- Maint/Supplies	18,781	38,007	28,425	16,313	39,500	39,500	39,500
76268	Multi-Use- Sprinkler Repair	13,363	12,379	13,876	4,667	18,600	18,600	18,600
76269	Multi-Use Tree Replacement	5,402	9,300	6,054	3,852	6,000	6,000	6,000
	Blackridge Parking Permit Program	-	-	-	-	-	50,900	50,900
	Blackridge Parking Lot Program	-	-	-	-	-	9,600	9,600
	Blackridge UPD Enforcement	-	-	-	-	-	20,000	20,000
		1,370,583	1,369,871	2,042,749	1,305,318	2,236,985	2,247,599	2,480,139
<b>TOTAL OPERATIONS</b>		4,210,013	4,482,163	5,481,108	4,027,778	6,038,210	6,052,750	7,120,684

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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>PLANNING &amp; DEVELOPMENT</b>								
<b>Building Services</b>								
80001	Salaries & Wages	258,739	250,573	305,712	260,091	347,000	360,000	375,000
80002	Payroll Burden	116,959	116,228	136,255	113,494	139,500	155,000	165,000
80003	Overtime	-	5,721	2,412	1,727	7,500	17,500	17,500
80006	Subscriptions/Memberships/Dues	100	30	350	676	450	450	610
80009	Licenses & Certifications	764	1,163	365	394	2,545	2,545	2,675
80012	Seminars & Training	(3,153)	(1,703)	(1,478)	1,376	2,300	2,300	1,850
80015	Travel & Accomodations	943	959	1,056	203	1,300	1,300	5,505
80018	Fuel	4,805	3,717	2,820	2,331	5,000	5,000	4,500
80021	Repairs & Maintenance - Auto	1,289	773	861	334	1,000	1,000	2,000
80027	Office Supplies	130	404	352	374	550	550	650
80030	General Supplies	1,735	1,669	1,760	5,008	6,550	6,550	1,750
80045	Employee Relations	91	65	612	276	625	625	625
80056	Cell Phone Expense	-	-	-	1,945	2,847	2,847	2,800
80063	Vehicle Lease	-	-	55,338	-	18,360	18,360	18,360
80080	Vehicle Insurance	1,050	719	2,129	1,564	1,827	1,827	2,174
80066	Clothing & Uniforms	782	966	2,110	1,214	2,560	2,560	2,280
80175	Plan Review & Inspection Service	29,849	92,775	50,742	68,622	70,000	90,000	90,000
80700	Capital Outlay	-	-	-	-	4,000	500	3,350
		414,083	474,059	561,396	459,629	613,914	668,914	696,629
<b>Economic Development</b>								
81001	Salaries & Wages	51,434	26,710	33,033	26,787	46,000	50,000	102,000
81002	Payroll Burden	19,819	13,815	18,126	13,327	24,500	25,750	51,000
81006	Subscriptions/Memberships/Dues	10,769	8,400	8,795	8,855	9,300	9,300	11,350
81012	Training	999	3,339	20	735	700	735	500
81015	Travel & Accomodations	3,891	2,869	5,525	2,381	7,240	7,240	9,305
81018	Fuel	53	-	-	-	-	-	-
81021	Repairs & Maintenance - Auto	-	-	-	25	-	-	-
81045	Economic Development Relations	1,143	774	690	1,459	1,500	1,500	1,500
81135	Education/Community Promotion	7,758	381	3,809	2,478	5,000	750	20,000
81138	Consulting Studies	-	13,360	4,635	19,289	93,000	91,000	22,500
81141	Anthem CDA	-	-	-	6,200	7,000	7,000	5,000
81210	Public Relations	12,382	180	135	-	-	990	-
81221	Conferences & Conventions	3,664	4,786	4,713	6,490	4,880	4,880	6,790
81222	Economic Development Marketing	19,984	13,027	16,828	15,713	18,500	18,500	5,000
81223	Econ Dev-Materials & Supplies	-	150	-	1,256	-	1,256	-
81350	Incentives	10,000	-	-	-	-	-	-
		141,896	87,792	96,309	104,994	217,620	218,901	234,945

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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Engineering</b>								
82001	Salaries & Wages	422,682	401,831	479,888	375,630	438,000	440,000	471,500
82002	Payroll Burden	221,417	188,546	223,229	176,049	227,600	220,000	234,000
82003	Overtime	-	-	2,631	5,811	1,750	1,000	1,750
82005	Subscription & Membership	1,496	1,528	790	1,694	2,900	2,900	3,165
82009	Filing Fees	35	90	-	-	-	-	-
82011	Licenses & Certifications	-	235	73	425	450	450	1,295
82012	Seminars & Training	2,299	1,444	2,985	2,539	4,885	4,000	5,970
82015	Travel & Accomodation	1,004	1,460	2,639	1,396	3,400	2,200	3,000
82018	Fuel & Oil	4,774	5,371	3,981	2,431	5,000	5,000	5,000
82021	Repairs & Maintenance -Auto	2,053	3,357	874	560	1,800	1,800	3,000
82027	Office Supplies	29	12	1,035	467	-	-	-
82030	General Supplies	674	560	-	-	1,400	1,400	1,000
82045	Employee Relations	453	404	420	466	600	500	500
82056	Cell Phone Expense	-	-	-	3,150	5,356	5,356	5,356
82063	Vehicle Lease	-	-	55,604	17,937	17,937	17,937	18,062
82064	Vehicle Insurance	1,050	719	1,100	989	1,155	1,155	1,155
82066	Clothing & Uniforms	938	901	807	368	900	900	900
82320	Engineer - Contract	22,137	58,538	67,347	31,574	30,000	50,000	45,000
82327	7530 W Design	34,590	25,378	-	-	-	-	-
82540	Capital Outlay	700	-	-	7,270	4,175	7,300	9,000
82545	Feasability Study/Prelim Design	-	5,286	-	-	-	-	-
82546	Sudies	-	19,715	42,601	-	40,000	-	40,000
		716,330	715,375	886,004	628,754	787,308	761,898	849,653
<b>GIS</b>								
84001	Salaries & Wages	-	-	158,501	119,808	199,140	182,000	196,000
84002	Payroll Burden	-	-	87,040	61,772	94,000	95,000	100,000
84012	Seminars & Training	-	-	44	3	4,200	3,000	3,000
84015	Travel & Accomodations	-	-	667	1,963	3,100	2,500	3,100
84018	Fuel	-	-	249	519	1,400	1,000	1,000
84021	Repairs & Maintenance -Auto	-	-	175	58	500	500	500
84024	Repairs & Maintenance -Equip	-	-	5,059	1,128	8,000	3,000	8,000
84030	General Supplies	-	-	3,994	2,195	4,365	1,365	3,500
84045	Employee Relations	-	-	92	47	350	350	350
84056	Cell Phone Expense	-	-	-	1,587	2,149	2,149	2,149
84063	Vehicle Lease	-	-	-	8,969	8,969	8,969	8,969
84064	Vehicle Insurance	-	-	-	330	385	330	330
84066	Clothing & Uniforms	-	-	139	506	830	830	830
84466	Capital Outlay	-	-	-	6,968	17,500	27,050	14,000
		-	-	255,960	205,853	344,888	328,043	341,728

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Planning &amp; Development</b>								
85001	Salaries & Wages	199,643	184,201	249,377	181,562	255,900	235,000	230,000
85002	Payroll Burden	101,484	98,684	127,938	95,211	127,631	127,000	125,000
85004	Overtime	-	886	-	303	-	500	1,500
85006	Subscriptions/Membership/Dues	827	1,605	813	1,080	2,000	1,000	1,200
85012	Seminars & Training	2,915	1,928	4,652	1,214	3,300	3,000	5,700
85015	Travel & Accomodations	4,804	1,182	9,667	345	3,000	2,000	12,100
85018	Fuel	1,616	1,785	927	711	2,100	1,500	2,000
85021	Repair & Maintenance - Auto	567	151	579	362	1,500	1,500	1,500
85027	Office Supplies	45	72	-	-	-	-	-
85030	General Supplies	316	318	271	116	500	500	500
85045	Employee Relations	812	1,110	679	506	825	700	900
85056	Cell Phone Expense	-	-	-	2,428	2,716	2,300	2,300
	Vehicle Lease							66,066
85064	Vehicle Insurance	350	359	359	330	385	330	385
85085	Clothing & Uniforms	198	303	345	160	380	380	380
85145	Advanced Planning	13,354	56,298	7,322	-	10,000	10,000	15,000
85155	Abatements	-	9,460	48	1,721	15,000	10,000	10,000
85740	Capital Outlay	-	-	-	3,863	5,110	3,863	46,629
		326,931	358,342	402,977	289,913	430,347	399,573	521,160
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>		1,599,239	1,635,568	2,202,646	1,689,142	2,394,078	2,377,329	2,644,115
<b>Transfers to Other Funds</b>								
90120	Transfer to Debt Service	415,317	225,290	195,151	-	495,151	495,151	-
90150	Transfer to New Dev Street Light	-	-	50,000	-	-	-	-
90200	Transfer to Capital Projects	723,096	1,534,472	825,000	-	275,000	275,000	-
90250	Transfer to Towne Center	-	-	200,000	917,616	2,625,000	2,425,000	1,200,000
		1,138,413	1,759,762	1,270,151	917,616	3,395,151	3,195,151	1,200,000
Total General Fund Expenditures		9,451,033	10,812,559	11,709,707	8,650,492	14,936,840	14,654,748	13,664,754
Net Revenue Over Expenditures		180,543	(424,715)	768,470	1,525,785	86,800	239,448	1,290,218
Beginning Fund Balance		1,486,741	1,667,284	1,655,238	2,423,708	2,423,708	2,423,708	2,663,156
Net Revenue Over (Under) Expenditures		180,543	(12,046)	768,470	1,525,785	86,800	239,448	1,290,218
Ending Fund Balance		1,667,284	1,655,238	2,423,708	3,949,493	2,510,508	2,663,156	3,953,374
		17.64%	15.31%	20.70%	45.66%	16.81%	23.24%	31.72%

## GENERAL FUND Departments

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

### **General Government**

- Legislative
- Planning Commission
- Legal

### **Administration**

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

- Administration
- Communications
- Court
- Human Resources
- Recorder

### **Finance**

**Alan Rae-Director of Financial Services**

- Finance
- Information Technology

### **Operations**

**Monte Johnson-Director of Operations**

- Facilities
- Enforcement/Emergency Management
- Fleet
- Streets
- Snow Removal
- Storm Drain
- Street Signs
- Street Lights
- Community Events/Recreation
- Arts & Cultural Development
- Cemetery
- Parks

### **Planning & Development**

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

- Building
- Economic Development
- Engineering
- GIS
- Planning & Development

The above department structure was implemented during the prior fiscal year. Most of the departments were recently rearranged to order them in their respective divisions. However, some significant changes occurred in the Administration Division and in the ITS/GIS department. Those changes are as follows:

Administration		Legislative
Courts	became	Legal
Human Resources		Administration
		Communications
		Courts
		Human Resources
		Recorder
		Finance
Information Technology/GIS	became	Information Technology
		GIS
Planning & Development	became	Planning Commission
		Planning & Development

In separating budget and operations by functional area, the focus of the reorganization is to hold department heads accountable for the budget that they have responsibility over. The following tables show how the revised budgets for each of the functional areas compares to the original budget approved by the council.

The following department budgets are derived from the preceding General Fund line item budget. The detailed information in the following pages shows revenue and expenses for each functional area of the General Fund with amounts that are required from general revenues to fund those activities.

## GENERAL GOVERNMENT

### CITY COUNCIL

#### Mission

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

#### Goals & Objectives

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

This last year, Herriman City experienced a significant amount of growth. A large part of that growth was in the area of economic development, which can be attributed to the leadership of our City Council. The direction and guidance set forth by the Council and their efforts to actively pursue economic development resulted in Herriman City benefitting from the addition of several new businesses including Walmart Neighborhood Market, Beehive Homes, Popeye's Chicken, Taco Bell, AutoZone, Domino's, CVS Pharmacy and America First Credit Union. In addition to new businesses, they also succeeded with annexing 316 acres on the northwest corner to enhance our boundary lines and provide additional opportunities for residential and commercial development as well as the development of a large open space for a regional park.

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

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

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

- 1- The Towne Center
  - a. City Hall

- b. Public Works
- 2- Economic Development
  - a. Towne Center
  - b. Anthem
  - c. Rosecrest Business Park/SLCC
- 3- Annexation
  - a. Dansie
  - b. Last Hold Out LLC
  - c. Kennecott
- 4- Density
  - a. City Growth Pattern
- 5- Recreation/Amenities
  - a. Regional Parks
  - b. Local Attraction
  - c. Land Preservation

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

## **LEGAL**

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

### Attorney Fees

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

### Outside Legal Counsel

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

### City Prosecutor Contract

The City changed the Contract with the Prosecutor in September 2014 and was able to negotiate a decrease in the budget by 3,500.00. The amount is now 24,000.00 and will remain the same in the 2016 budget year.

**GENERAL GOVERNMENT**

**Legislative**

41001	Salaries & Wages	61,012	49,695	59,262	41,602	58,500	58,500	58,500
41002	Burden	14,462	13,629	66,858	15,558	22,500	22,500	22,500
41006	Subscriptions/Memberships/Dues	-	-	-	-	500	500	500
41012	Seminars & Training	-	-	93	2,163	4,300	4,300	4,300
41015	Travel & Accomodations	-	-	1,980	5,123	6,500	13,000	6,500
41018	Fuel	-	-	-	-	1,020	-	1,020
41027	Office Supplies	-	-	-	-	-	-	-
41030	General Supplies	-	-	2	119	200	200	200
41039	Printing	-	-	-	133	600	600	600
41045	Hospitality	-	-	2,108	2,858	3,500	6,900	4,000
41056	Cell Phone Expense	-	-	-	2,438	3,656	3,656	3,800
41058	Postage & Shipping	-	-	-	-	200	200	200
41065	Clothing & Uniforms	-	-	-	-	200	200	200
41132	Youth Council	756	853	989	4,894	8,200	8,200	8,200
41210	City Council Relations	1,215	1,002	1,086	72	3,500	3,500	2,500
41211	Education/Community Promotion	-	-	-	-	500	100	500
41300	NonGovernmental Donations	2,000	8,225	2,450	6,850	12,000	12,000	12,000
		<u>79,444</u>	<u>73,404</u>	<u>134,828</u>	<u>81,810</u>	<u>125,876</u>	<u>134,356</u>	<u>125,520</u>

**Planning Commission**

42001	Wages	11,655	-	17,500	12,758	22,500	22,500	22,500
42002	Burden	-	-	617	1,821	2,600	2,600	2,600
42013	Training	267	-	1,600	-	800	800	800
42016	Travel	-	18,031	-	-	-	-	-
		<u>11,922</u>	<u>18,031</u>	<u>19,717</u>	<u>14,578</u>	<u>25,900</u>	<u>25,900</u>	<u>25,900</u>

**Legal**

43048	Attorney Fees	110,389	63,979	158,872	135,000	165,000	165,000	165,000
43061	Outside Legal Counsel	-	-	-	16,428	25,000	65,000	25,000
43350	Prosecutor Contract	27,500	27,500	28,000	16,000	24,000	24,000	24,000
		<u>137,889</u>	<u>91,479</u>	<u>186,872</u>	<u>167,428</u>	<u>214,000</u>	<u>254,000</u>	<u>214,000</u>

**TOTAL GENERAL GOVERNMENT**

		<u>229,256</u>	<u>182,914</u>	<u>341,417</u>	<u>263,817</u>	<u>365,776</u>	<u>414,256</u>	<u>365,420</u>
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## ADMINISTRATION

### Mission

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

### Goals & Objectives

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

We are working through the challenging task of balancing the community and employees needs by developing objective and collaborative ways to measure the activities of the department in order to assure that we are providing the best service possible with the amount of resources on hand.

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

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

### Operational Expenditures

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

With the Communications and the Records offices establishing their own budgets, there was an initial decrease in the amount of funding required for the department. However, with the additional growth of the City and the general increase in costs, some line items will see a small increase. With that being said, the budget is still tight, but allows the department to keep up with a growing community.

This next year, we will provide various training opportunities to staff in order to assure that they are knowledgeable in all functions of the administrative department and City services. Selected training will be offered in house, while more extensive training will be provided through outside services.

Additional training will enhance the goals of accuracy, efficiency and accountability, while anticipating that the instruction will provide the ability to accomplish more without increasing our staffing numbers.

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

automatic payment option each month.

The City Manager, Assistant City Manager and Director of Administration & Communications, in conjunction with the Mayor and City Council continuously look for state, federal and/or private funding options that will grant our city additional funds to aide in the costs of infrastructure, development and costs associated with growth. With the need to continue the search for funding and support in regards to transportation, water, economic development and property preservation, there remains a need for staff to continue to meet with our legislators back in Washington DC. These trips have proven beneficial in obtaining funding to assist with the City's financial needs. The most recent trip to Washington DC provided valuable resources in obtaining support for the ACUB funding as well as offering additional opportunities for funding that would assist the City with providing a buffer zone around the Camp Williams base along the Herriman hillside. Staff were also able to secure support in terms of attempting to secure funding to clear areas of contaminated soil within the City limits to allow additional development. Staff continue to work on funding resources and options for water, secondary water, water reuse and transportation.

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

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

## Staffing

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

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017
<b>Administration</b>					
City Manager	22	1.00	1.00	1.00	1.00
Assistant City Manager	21	1.00	1.00	1.00	1.00
Director of Administration	20	1.00	1.00	1.00	1.00
Administrative Service Coordinator	13	1.00	-	-	-
Administrative Service Office Manager	15	-	-	-	1.00
Administrative Tech III	12	-	0.50	0.50	-
Administrative Tech II	11	4.35	1.40	1.75	2.25
Administrative Intern	9	-	-	0.25	0.50
		<u>8.35</u>	<u>4.90</u>	<u>5.50</u>	<u>6.75</u>
<b>Communications</b>					
Communications Tech III	13	-	0.50	0.50	1.00
Communications Tech II	12	-	-	-	1.00
Communications Tech I	11	-	-	-	0.50
		<u>-</u>	<u>-</u>	<u>-</u>	<u>1.50</u>
<b>Court</b>					
Judge		0.40	0.40	0.40	0.40
Court Coordinator	14	-	1.00	1.00	1.00
Court Clerk III	13	1.00	-	-	-
Court Clerk II	12	0.50	0.50	0.50	0.50
		<u>1.90</u>	<u>1.90</u>	<u>1.90</u>	<u>1.90</u>
<b>Recorder</b>					
City Recorder	16	0.75	1.03	1.00	1.00
Deputy Recorder	13	-	1.05	1.00	1.00
Administrative Tech III	12	-	1.00	1.00	1.00
		<u>0.75</u>	<u>3.08</u>	<u>3.00</u>	<u>3.00</u>
<b>Human Resources</b>					
HR Director	17	1.00	0.70	1.00	1.00
HR Tech	12	0.50	0.05	-	0.50
		<u>1.50</u>	<u>0.75</u>	<u>1.00</u>	<u>1.50</u>
<b>Total Administration</b>		<u>12.50</u>	<u>10.63</u>	<u>11.40</u>	<u>14.65</u>

The chart shows a sharp decline in the number of employees in fiscal year 2015 for the following reasons:

- The department functioned for four and a half months without a Human Resources Manager, those functions were completed by the Administration Director, Tami Moody.
- The Administrative Assistant to the Human Resources manager left our employment and the position was not filled.

The full time equivalent employees returns to near pre-2015 levels in 2016 due to the following:

- Travis Dunn our new Human Resources managers will be in place for the entire year.
- The administrative team member that was not replaced last fiscal year will be replaced at the later part of fiscal year 2015 and will be in that position for the entirety of 2016.

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>ADMINISTRATION</b>								
<b>Administration</b>								
44001	Salaries & Wages	423,649	704,110	377,284	315,387	415,000	415,000	415,000
44002	Burden	131,672	276,274	172,807	157,079	200,000	200,000	200,000
44003	Overtime	-	2,138	1,935	475	500	500	500
44006	Subscriptions/Memberships/Dues	11,065	22,080	17,216	2,848	15,000	15,000	16,000
44012	Seminars & Training	2,922	6,720	4,528	1,509	12,100	10,000	12,000
44015	Travel & Accomodations	6,098	5,820	21,658	1,442	20,600	18,000	20,000
44018	Fuel	3,552	4,773	(964)	290	3,988	2,000	2,500
44021	Repairs & Maintenance-Auto	239	126	225	262	-	225	-
44024	Repairs & Maintenance-Equip	-	2	2	-	-	-	-
44027	Office Supplies	8,800	7,980	6,400	5,907	7,500	7,000	7,500
44030	General Supplies	9,697	6,206	5,955	2,616	7,614	6,000	7,500
44039	Printing	729	750	1,098	80	-	-	-
44045	Employee Relations	237	1,115	1,369	1,191	1,500	1,500	1,600
44047	Employee Development	(4,264)	2,257	(6,976)	-	-	-	-
44056	Cell Phone	-	-	-	3,078	4,108	4,108	4,108
44058	Postage & Shipping	6,850	5,686	8,769	5,895	8,500	8,500	9,000
44063	Vehicle Lease	5,762	3,212	-	-	-	-	-
44064	Vehicle Insurance	350	365	366	-	-	-	-
44066	Clothing & Uniforms	829	958	(27)	600	600	600	700
44150	Workers Comp Expense	6,760	18,856	-	-	-	-	-
44155	LT/ST Disability Insurance	5,510	8,818	-	-	-	-	-
44156	Health Insurance	250	-	-	-	-	-	-
44176	Soda/Vending Machine	(746)	(54)	381	(367)	-	-	-
44180	Community Affairs	-	-	-	337	1,500	1,500	1,500
44211	Education/Community Promotion	-	5,350	13,305	-	-	-	-
44225	Property Tax	1,136	5,505	4,967	212	-	5,000	5,000
44410	Insurance & Bonds	33,162	40,091	67,232	76,615	76,000	80,000	80,000
44415	Deer Mitigation	-	-	5,691	5,086	24,500	10,000	23,000
44520	Capital Outlay	-	-	-	-	1,500	-	1,500
44750	Utility Audit Reimbursements	19,869	7,078	3,545	1,813	8,500	2,500	8,500
		674,129	1,136,217	706,766	582,355	809,010	787,433	815,908

## **COMMUNICATIONS**

### **Mission**

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

### **Goals & Objectives**

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

The department also serves as a resource for residents, the media and other intergovernmental relations through which they may obtain information assistance and inquire on a vast array of public interest items. Their objective is to promote the City and provide positive, proactive media relations and inform residents in a manner that is competent and diverse.

This past fiscal year, the Communications Department began to carve out a path for developing enhanced communications processes as the City grows. A Communication Plan was developed that allowed staff to identify opportunities and plan strategic content for effective communication. The plan clearly outlined the path for communication flow as it filters in and out of the City. It provided a tool to clearly outline what the key messages are that should be conveyed to the receiver, the communication objectives, challenges that may be met and guiding principles for the correct approach. The department also performed an audit of all communication resources in order to evaluate the best plan for providing information. Through this audit, progress was made in regards to enhancements of the website, increasing the distribution of the newsletter and adding an electronic delivery option, purchase of two electronic sign boards for communication along the boundaries of our City, upgraded our camera that is used for City Council and Community events, increased use of the Herriman App, the introduction of a new app known as SpyderText/Alert Text for emergency and immediate communication and notifications, and designing a Government 101 web page to encourage and increase civic education.

### **Operational Expenditures**

For the upcoming year, the Communications Department would like to increase their training in the area of videography. This would offer the option of creating our own service announcements, increasing awareness of issues facing the community, inform the community of city programs and services and provide additional engagement opportunities outside of schedule public meetings. Our current camera has video capabilities, but a microphone, tripod and additional lenses are requested in order to utilize the ability to create video.

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

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

We will continue functioning with 1.5 staff members and work closely with the IT Department to assist with additional needs. Additional training will be necessary to assure all staff and one backup will have the skills required to manage the workload. We will also be a communication link for the Community/Economic Development department to create links for the City to connect residents and business owners in different developments throughout the City into a single community, therefore enhancing the community feel that Herriman strives to maintain through growth.

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

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Communication</b>								
45001	Salaries & Wages	-	-	46,946	42,701	56,000	62,000	145,000
45002	Payroll Burden	-	-	15,975	14,608	19,300	21,500	62,000
45003	Overtime	-	-	-	-	300	600	2,500
45006	Subscriptions/Memberships/Dues	-	-	116	793	1,500	1,200	2,086
45012	Seminars & Training	-	-	-	1,181	2,050	1,750	3,000
45015	Travel & Accomodations	-	-	-	211	2,100	2,000	2,950
45018	Fuel	-	-	-	-	950	125	550
45027	Office Supplies	-	-	299	-	2,300	1,200	2,000
	General Supplies	-	-	-	-	-	-	1,500
45030	Message Board	-	-	-	396	1,100	1,232	6,000
45039	Printing	-	-	-	1,742	950	1,000	5,000
45058	Postage & Shipping	-	-	2,100	-	12,000	5,000	6,000
45066	Clothing & Uniforms	-	-	-	-	250	150	300
45210	Public Relations	-	12,396	12,265	1,054	9,600	8,000	9,500
45211	Education/Community Promotion	-	-	-	-	-	-	-
45228	Lobbyist	50,000	82,022	74,583	52,000	90,000	130,000	140,000
45245	Newsletter/Communications	14,769	18,336	21,949	5,360	14,000	14,000	16,000
	Capital Outlay	-	-	-	-	-	-	5,500
		64,769	112,754	174,233	120,046	212,400	249,757	409,886

## HERRIMAN MUNICIPAL JUSTICE COURT

### Mission

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

### Goals and Objectives

Our goal is to maintain appropriate and essential public services in a cost effective manner, while assuring that mandated services are provided. The Court will continue education for staff to keep up with changing laws and regulations. The office maintains and updates all court files, documents and actions. The duties and functions involve file maintenance, docket preparation, claim filing, noticing, processing requests for information, collection of fines and court costs, background checks, as well as informational support for the prosecuting attorney.

### Operational Expenditures

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

The current case load of the department from July 1, 2014 to March 31, 2015 is 3743. With three months left in the fiscal year, we can conclude that we are already processing a higher case load than in the prior fiscal year that totaled 3804. With most of the bugs worked out, e-ticket has offered time saving relief, increased efficiency and a reduction in paper system costs. This is beneficial to our court due to the fact that our case load increases as our city grows.

Month	Traffic Cases Filed	Traffic Cases Disposed	Criminal Case Filed	Criminal Cases Disposed	Total Case Load
Jul-14	160	225	10	11	406
Aug-14	164	176	12	15	367
Sept-14	195	203	11	14	423
Oct-14	165	170	14	11	360
Nov-14	158	136	10	14	318
Dec-14	178	189	15	11	393
Jan-15	188	191	18	11	408
Feb-15	281	214	9	18	522
Mar-15	261	256	20	9	546
<b>TOTALS</b>	<b>1750</b>	<b>1760</b>	<b>119</b>	<b>114</b>	<b>3743</b>

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

Justice courts handle DUI's, domestic violence charges and other serious offenses. Justice courts hear far more cases per year than any other court level. A study from 2011 revealed that Utah Justice courts received 55% more case filings than Utah District Courts and 40% more case filings than the nations Federal District Courts. For most people, the Justice Court is the only court an individual may experience within our judicial system. The number one objective of our Court Clerks and Justice Court Judges is to make sure everyone has a positive experience.

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Court</b>								
46001	Salaries & Wages	95,689	94,660	100,395	79,519	111,000	110,000	112,000
46002	Payroll Burden	46,183	47,710	47,564	37,018	52,000	51,000	53,500
46003	Overtime	-	1,261	-	36	-	-	-
46004	Baliff Contract Labor	8,450	8,047	4,740	4,200	9,000	8,000	8,000
46006	Subscription/Memberships/Dues	75	96	72	81	75	65	110
46012	Seminars & Training	300	150	320	330	320	330	545
46015	Travel & Accomodations	433	450	932	1,701	1,190	1,750	1,700
46027	Office Supplies	-	-	773	-	-	-	-
46030	General Supplies	294	548	13	101	600	600	600
46045	Employee Relations	121	93	78	-	200	100	150
46061	Interpreting Service	580	618	1,612	907	750	750	800
46115	Indigent Defense	4,350	4,200	7,050	4,650	6,500	6,500	7,500
46122	Witness/Juror Fees	-	19	19	981	350	1,500	1,800
46520	Capital Outlay	-	-	-	-	1,000	-	500
		156,476	157,852	163,568	129,524	182,985	180,595	187,205
<b>Related Revenue Accounts</b>								
35110	Court Fines	157,179	120,864	171,327	109,185	205,450	146,759	160,000
36889	Traffic School Revenue	8,692	4,593	8,992	3,539	8,261	5,309	6,000
		165,872	125,457	180,319	112,724	213,711	152,067	166,000

## **HUMAN RESOURCES**

### **Mission**

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

### **Goals and Objectives**

Human Resources (HR) must support the strategic plan of the City and give insight from multiple perspectives including the how it will affect employee's as well as the City. HR provides expert opinions and advice on how decisions will affect our employees and the potential consequences of actions. Every employee needs an advocate and voice to understand their role in situations and how to deal with events and changes. Management also needs consultation and training on how to manage and support their employees.

### **Operational Expenditures**

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

### **Benefits**

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

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

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

Employee appreciation Lagoon day and our service awards night have been wonderful benefits for our employees. Employees continue to communicate how much they appreciate these activities and it shows them the City's investment in their happiness and treating them like they are more than just employees. Employee activities build relationships and teamwork, creating a positive and productive work environment.

Each year we provide service awards to our employees who have hit tenured milestones. These awards along with safety awards are provided at our employee service awards night. Feedback for this night has been highly positive and provides an additional benefit or incentive to show how we value our employees.

### **Employee Safety**

Personal safety desires alone are not the only motivator we need to have employees consistently think about their

safe practices. Our safety committee meets regularly to review safety practices and create safety goals. As part of this practice, we receive a reimbursement from our insurance company. Minimal rewards for safe practices help motivate employees to follow safe practices saving us in workers compensation costs.

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

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

#### HR Expertise

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

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

#### Training

Employee improvement through training continues to be a high priority for the City. As we grow and look at ways to become more efficient, employees continue to take on added responsibility and expectations have increased. To prepare our employees for City changes we use this budget to provide materials or classes to bridge the ability gap and prepare our workforce for the future. Part of this is providing tuition reimbursement which support our employees who are going to school and increased their skills in management or specific City job duties. Higher education provides employees skills and resources to move up and be more efficient in their duties.

Our management team is needing additional skills and tools to handle growing departments, increasing project scopes, and improving practices. Part of this will come from an Arbinger sponsored Self Deception Management class which has a cost associated with each training packet. We will also utilize Franklin Covey training for management effectiveness as well as an employer sponsored Managing Change class. With a larger focus on training for this budget year we are needing to increase the training budget to cover the cost of supplies and materials.

#### Staffing

Just before the beginning of fiscal year 2015 our Human Resource Manager left our organization. At the same time, the administrative assistant for this department also exited. Coming on board not only have we lost a part-time employee but the HR department has also taken on Risk Management and Payroll responsibilities. As the HR department continues to develop and be a stronger partner, there will be a need to have a part-time employee support the HR manager with some of the more menial task to open up time for the department to be a greater strategic partner.

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Human Resources</b>								
47001	Salaries & Wages	96,071	142,422	60,617	62,201	81,000	84,500	110,000
47002	Payroll Burden	37,363	35,630	25,081	28,153	35,500	39,700	54,000
47006	Subscriptions/Memberships/Dues	580	1,753	190	190	2,000	1,000	1,000
47010	Rec Center Benefit	4,596	5,813	2,793	1,815	4,500	4,500	4,500
47012	Seminars & Training	1,909	1,081	1,875	1,840	3,300	3,300	3,300
47015	Travel & Accomodations	2,324	41	-	-	1,600	1,000	1,600
47018	Fuel	91	-	-	-	250	250	250
47030	General Supplies	223	4,478	310	-	1,000	1,000	1,800
47045	Hospitality & Promotions	31,604	34,909	34,377	39,842	35,000	35,000	37,000
47046	Mayor Money	5,336	3,769	5,013	3,469	6,500	6,500	6,500
47066	Clothing & Uniforms	327	150	-	-	150	150	150
47158	Staff Training	8,235	98	227	1,764	2,500	2,500	5,000
47160	Wellness Committee Expenses	1,201	846	1,272	1,094	2,600	2,600	2,600
47228	Drug Tests/DOT Physicals	4,300	4,571	4,969	2,689	5,000	5,000	5,000
47229	Tuition Reimbursement	33,815	14,325	13,269	2,624	40,000	40,000	35,000
47301	Safety Committee	2,521	2,953	2,450	1,266	5,000	4,000	5,000
47302	Employee Service Awards	8,843	9,114	10,034	6,017	11,000	10,000	11,000
47340	Contracted HR Services	4,011	20,617	33,071	2,720	45,000	30,000	30,000
47995	Unemployment Reimburseents	-	2,922	15,963	-	15,000	15,000	15,000
		243,350	285,492	211,511	155,684	296,900	286,000	328,700
<b>Related Revenue Accounts</b>								
36891	Insurance Dividend	-	14,637	3,668	7,282	4,000	4,000	4,000
		-	14,637	3,668	7,282	4,000	4,000	4,000

## **RECORDERS OFFICE**

### **Mission**

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

### **Goals and Objectives**

The Goals and Objectives of the Recorders office continue to include raising the level of professional service as well as the level of transparency to the public. As part of the Administration Department, this office will continue the goals of Accuracy, Efficiency and Accountability. As records management for our City, our goal is to ensure information is accurately recorded, that we do so as efficiently as possible and that we are advocating our resident's needs. Our City Recorder currently serves on the Education Committee, Election Committee, and Handbook Committee for the Utah Municipal Clerks Association (UMCA). Our Deputy Recorder currently serves as vice president of the GSLCRA, and serves on the handbook and welcoming committee for the UMCA.

The Recorder's Office continues to review daily processes to work towards streamlining procedures. Recent department completions included the Candidates' Guide and training for elections, the Newly Elected Officials Handbook, the Herriman Hills Initiative Voter Information Pamphlet, and the compilation list of ordinances and resolutions since incorporation. The Passport Office has proven to be an asset for the community.

### **Operational Expenses**

The Recorder's Offices wishes to maintain current servicing levels and have not requested an increase in budget. 2016-2017 is not an election year, so no funds have been allocated to that line item. During the 2015-2016 budget year additional training opportunities emerged; however, would like to request to attend the training seminar that would fall under the 2016-2017 budget cycle.

#### **Seminars & Training**

The current budget for this category is \$3,375. The recorder's office is requesting to maintain the line item in order to attend the IIMC National Conference that fell into rotation during the 2015-2016 budget year, but was unable to attend. The benefits of attending the IIMC include networking opportunities, specialized education, enhancing professional skills, as well as being a part of a great resource center for City Clerks.

#### **Travel & Accommodations**

There is no request to increase the line item for travel and accommodations.

#### **Elections**

2016-2017 is not an election year and no funds will be allocated to the budget line.

#### **Public Notices**

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

Passports

The U.S. Department of State has approved Herriman City to continue accepting passport applications for 2016. We received 1,727 passport applications and took 1,252 pictures during 2015. The popularity of the Passport Office continues to grow and we continue to work towards efficiencies in service. An increase of \$1,000 is requested to cover to cost of postage.

Staffing

The recorder's office consists of a full-time Recorder, a half time deputy recorder who also works half time in administration, and a full-time records clerk/passport technician.

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

We will also continue to review the way we perform our daily operations in the Recorder's Office. We will work towards streamlining procedures, eliminating redundancies as well as the use of unneeded paper and supplies. We will increase staff focus on the core operations of the department and a high level of professionalism while providing great service.

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Recorder</b>								
48001	Salaries & Wages	55,475	83,723	109,550	95,602	140,000	175,000	180,000
48002	Payroll Burden	24,122	31,885	63,116	52,994	77,000	95,000	101,000
48003	Overtime	-	-	70	948	1,500	1,500	1,500
48005	Subscriptions/Memberships/Dues	645	1,022	-	465	3,000	1,500	3,000
48012	Seminars & Training	960	1,310	790	1,394	3,375	3,375	3,375
48015	Travel & Accomodations	1,514	1,068	-	2,370	3,550	3,550	3,550
48027	Office Supplies	46	396	-	1,892	1,100	1,100	1,100
48045	Employee Relations	-	-	-	-	185	185	185
48170	Election	-	30,856	-	38,132	52,000	38,132	-
48215	Public Notice	7,651	16,259	13,726	5,621	18,000	18,000	18,000
48217	Codification Expense	5,071	2,703	3,689	2,558	5,500	5,500	5,500
48220	Passports	-	-	3,366	4,332	5,500	5,500	6,500
48520	Capital Outlay	-	-	-	-	-	-	2,000
		<b>95,483</b>	<b>169,223</b>	<b>194,307</b>	<b>206,308</b>	<b>310,710</b>	<b>348,342</b>	<b>325,710</b>
<b>Related Revenue Accounts</b>								
36124	Grama Requests	993	298	379	310	100	300	300
36895	Passport Revenue	-	-	29,013	57,757	71,865	65,000	70,000
		<b>993</b>	<b>298</b>	<b>29,392</b>	<b>58,067</b>	<b>71,965</b>	<b>65,300</b>	<b>70,300</b>

## FINANCE

### Mission

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

### Goals and Objectives

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

### Operational Expenditures

The changes made in the account structure last year included the finance department rolling out into its own department. All line items budgeted by the finance department were previously coming out of the administration department. This division also includes the Information Technology function of the government, which was recently separated from the GIS department as well when changes were made. The detail of that separation was previously provided.

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

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

In December the Finance department completed the first Comprehensive Annual Financial Report (CAFR) for Herriman City. The CAFR represents the highest level of reporting recommended by the Government Finance Officers Association (GFOA) and the City has submitted their report to the GFOA for review in the Certificate of Achievement for Excellence in Financial Reporting program. This is a very rigorous program but the department is confident that we have made the improvements and changes necessary for consideration in this prestigious award program. We anxiously await the results along with the recommendation for further improvements. Our Finance Director currently serves as a reviewer in this program and while he will not be involved in our review it provides great insights into what others are doing and ways that we can improve. We have been awarded the Certificate of Achievement for Excellence in Financial Reporting and will continue to pursue that award and the level of professionalism that is required to attain it. This award is presented by the Government Finance Officers Association.

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

We have also created Herriman City's first ever PAFR for the fiscal year 2015 and we are currently awaiting the judging as to whether we have received the award for excellence for this report as well.

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

#### Information Technology

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

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

During FY 2017, we will be actively planning the data, phones, Audio Visual, WiFi, and security for City Hall, which is currently under construction. This will be a huge undertaking and will require a great deal of research and finding the right partners to help us accomplish this task in the best way. We have sought input from all of the managers regarding their needs and goals in this area.

Beginning with this budget the IT department will no longer budget to buy all of the computers in the city. The IT department will continue to purchase and install the computers but they will be paid from the individual department's budget in order to conform to our department goals requiring accountability. The same will be true of department cell phones. When a department is allowed to acquire items for their use and charge to another department there is no accountability for the expenditure.

#### Staffing

The finance department currently has three employees, the finance director, a senior accountant and our treasurer. The information technology department has one full time technician and also contracts some technical work with Wazitech, a technology company that monitors and manages our network. The following table shows the number of full time equivalent employees in the two departments.

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017
<b>Finance</b>					
Director of Finance	20	1.00	0.80	0.80	0.80
City Treasurer	16	0.75	1.15	1.00	1.00
Senior Accountant	16		1.00	1.00	1.00
Finance Coordinator	14	0.85	-	-	-
		<u>2.60</u>	<u>2.95</u>	<u>2.80</u>	<u>2.80</u>
<b>Information Technology</b>					
IT Manager	20	0.50	0.20	0.20	0.20
It Tech III	14	1.25	1.00	1.00	1.00
IT Intern	9	0.10	-	-	-
		<u>1.85</u>	<u>1.20</u>	<u>1.20</u>	<u>1.20</u>
<b>Total Finance</b>		<u>4.45</u>	<u>4.15</u>	<u>4.00</u>	<u>4.00</u>

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>FINANCE</b>								
<b>Finance</b>								
50001	Salaries & Wages	160,515	-	245,045	163,090	240,000	205,000	207,500
50002	Payroll Burden	69,146	-	107,553	73,013	110,000	100,000	102,000
50003	Overtime	-	-	283	603	250	250	1,000
50006	Travel & Accomodations	-	-	740	900	2,500	2,500	2,500
50012	Seminars & Training	-	-	-	649	-	-	-
50015	Travel & Accomodations	-	-	-	111	3,000	1,500	1,500
50018	Fuel	-	-	796	-	500	-	-
50027	Office Supplies	-	-	-	51	500	200	250
50039	Printing	-	-	-	-	500	-	500
50056	Cell Phone Expense	-	-	-	1,315	1,936	1,936	2,000
50190	Bank Charges	30,019	33,817	53,719	61,517	33,000	60,000	60,000
50340	Contracted Financial Services	45,986	41,263	10,933	22,535	25,000	25,000	25,000
50520	Capital Outlay	-	-	-	-	1,500	-	1,500
		<b>305,665</b>	<b>75,079</b>	<b>419,069</b>	<b>323,784</b>	<b>418,686</b>	<b>396,386</b>	<b>403,750</b>
<b>Information Technology Systems</b>								
52001	Salaries & Wages	215,063	227,888	59,992	54,878	85,000	75,000	80,000
52002	Burden	100,407	112,390	25,985	26,931	42,000	40,000	42,000
52003	Overtime	-	496	-	206	1,000	1,000	1,000
52012	Seminars & Training	3,231	6,439	2,574	1,390	3,000	1,500	1,500
52015	Travel & Accomodations	1,489	750	5,552	936	4,800	2,500	2,500
52018	Fuel	1,915	2,209	472	68	-	-	-
52021	Repairs & Maintenance - Auto	1,775	1,200	132	-	-	-	-
52024	Repairs & Maintenance - Equipment	-	2	9	-	-	-	-
52030	General Supplies	758	3,018	1,101	59	1,500	1,500	1,500
52045	Employee Relations	503	627	-	-	225	225	225
52055	Utilities - Telephone	13,225	17,639	17,056	8,541	12,850	12,850	13,000
52056	Cell Phone Expense	36,661	41,370	41,373	(1,118)	3,775	3,775	4,000
52063	Vehicle Lease	-	-	26,492	-	-	-	-
52064	Vehicle Insurance	350	375	375	-	-	-	-
52066	Clothing & Uniforms	553	753	679	-	-	-	-
52120	County Website Access	787	360	892	1,004	585	1,100	1,200
52241	Security/Fire Alarm	720	660	750	540	800	800	800
52260	Office Machines - Lease	25,369	19,098	25,996	21,453	27,000	27,000	27,000
52275	Internet Expense	2,114	12,233	12,986	9,745	13,500	13,500	13,500
52460	Data Conversion/Scanning Service	6,210	-	-	-	-	-	-
52461	Software Purchase	43,900	41,549	24,273	13,694	30,000	20,000	30,000
52462	Software Licensing & Support	128,187	133,458	114,335	46,372	85,000	85,000	85,000
52463	Computer - Purchase	8,901	31,429	36,540	6,767	41,900	10,000	20,000
52464	Computer - Repairs & Maintenance	72,588	93,704	101,134	42,771	95,000	50,000	75,000
52465	Computer - Network Administration	8,816	7,577	340	201	5,000	1,000	5,000
52466	Capital Outlay	60,718	60,310	45,893	-	60,000	20,000	40,000
		<b>734,240</b>	<b>815,535</b>	<b>544,931</b>	<b>234,439</b>	<b>512,935</b>	<b>366,750</b>	<b>443,225</b>
<b>TOTAL FINANCE</b>		<b>1,039,905</b>	<b>890,615</b>	<b>964,000</b>	<b>558,223</b>	<b>931,621</b>	<b>763,136</b>	<b>846,975</b>

## OPERATIONS

### Mission

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

### Services Provided

The Street Light Department provides a variety of services to enhance the quality of life while providing safety and security for drivers and pedestrians of Herriman City. The department builds, designs, repairs and maintains over 2800 street lights and luminaires. We maintain and care for 67 meter cabinets and 182,910 feet of underground cable and wire along with managing installation and maintenance of 12 traffic signals. The Street Light Department also tracks and keeps inventory of all new street light orders for new development. The department takes care of after-hours and emergency services for all lighting, meter cabinets and electrical assets within the City's right of ways. This includes working with insurance agencies and individuals for reimbursement of damages. In December we brighten the Christmas season by hanging 150 Christmas decorations for the community to enjoy. We support Herriman High School and other sporting teams by hanging over 100 banners annually.

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

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

### Department Goals and Objectives

#### Facilities

- Evaluating impacts of New City Hall and Towne Center Park Project.
- Continue to look at options and work with departments to solve overcrowding at the Public Works Facility.
- Review our policies and procedures involving OSHA Standards.
- Replace old outdated fixtures with energy efficient LED.
- Improved Facilities Asset Management.

#### Fleet

- Continue evaluating efficiencies and clean burning fuel options.
- Improve efficiencies by work with all departments through reminders and training on our idle free policy.
- Improve safety through education and training programs.
- Improve customer service through faster turnaround time on repairs.

Street Lights

- Continue evaluating new technologies and smart systems.
- Perform an updated streetlight audit.
- Focus on additional training for Traffic Signals.
- Continue installing antitheft devices to stop wire theft.
- Replace old direct buried aluminum poles with new Herriman City standards. This will limit liability of aluminum poles failing due to acidic soil erosion.
- Improve customer service through faster response times on outages.

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

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

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**Events**

Events Manager	16	1.00	1.00	1.00	1.00
Events Coordinator	13	-	-	-	1.00
Events Tech III	12	-	1.05	1.00	1.00
Events Tech II	11	2.25	1.00	1.00	1.00
Events Tech I	10	0.75	1.75	2.50	1.75
Food/Events Tech I	9	1.50	1.60	1.75	1.60
		<u>5.50</u>	<u>6.40</u>	<u>7.25</u>	<u>7.35</u>

**Parks**

Parks Manager	16	1.00	1.00	1.00	1.00
Park Lead	13	0.85	1.05	1.00	1.00
Parks Tech III	13	1.00	-	-	-
Parks Tech II	12	3.25	6.70	6.30	6.25
Parks Tech I	11	4.55	4.05	3.65	6.20
Parks Secretary	10	0.30	0.70	0.55	0.50
Work Release Lead	13	1.00	1.05	1.00	1.00
		<u>11.95</u>	<u>14.55</u>	<u>13.50</u>	<u>15.95</u>
		<u>31.73</u>	<u>36.35</u>	<u>38.40</u>	<u>44.35</u>

**Total Operations**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Facilities</b>								
60001	Salaries & Wages	98,757	131,080	163,204	124,260	166,000	163,000	170,000
60002	Payroll Burden	38,854	54,481	81,518	64,044	88,000	88,000	92,000
60003	Overtime/On Call	589	1,464	2,556	1,288	2,500	2,500	2,500
60009	Dues, Licenses & Certifications	-	300	263	75	300	300	350
60012	Seminars & Training	469	11	650	252	1,100	1,100	1,150
60018	Fuel	2,394	2,538	2,085	1,221	3,500	2,500	3,500
60021	Repairs & Maintenance-Auto	1,412	1,134	517	401	1,500	1,500	1,500
60024	Repairs & Maintenance-Equipment	6,963	3,980	7,897	7,869	10,500	10,500	10,500
60027	Office Supplies	-	15	201	-	-	-	-
60030	General Supplies	24,417	5,786	6,122	1,855	6,000	6,000	6,000
60031	Janitorial Supplies	23,403	23,072	14,496	116	22,000	22,000	22,000
60033	Tool-Allowance	-	360	305	334	600	600	600
60036	Tool-Purchase	412	2,184	1,173	163	1,500	1,500	1,500
60045	Employee Relations	355	379	606	242	525	525	525
60050	Utilities-Sewer	383	518	410	323	550	550	550
60051	Utilities-Electric	20,727	21,189	23,193	17,768	24,500	24,500	24,500
60052	Utilities-Natural Gas	3,543	3,464	3,404	3,044	5,000	5,000	5,000
60053	Utilities-Sanitation	1,080	1,080	1,296	864	1,600	1,600	1,600
60054	Utilities-Water	-	-	895	325	4,500	4,500	4,500
60055	Utilities-Telephone	-	-	-	3,228	3,348	3,348	2,000
60061	Contracted Services	11,944	9,584	13,075	9,880	13,000	13,000	14,500
60063	Vehicle Lease	-	54,665	-	18,360	9,800	9,800	9,800
60064	Vehicle Insurance	450	542	881	770	900	900	900
60065	Building Insurance	9,608	13,012	15,166	15,500	15,500	15,500	15,500
60066	Clothing & Uniforms	925	1,032	914	517	930	930	1,100
60535	C.O. Equipment (over \$1000)	-	14,643	18,454	7,434	15,000	15,000	13,500
		<u>246,683</u>	<u>346,513</u>	<u>359,281</u>	<u>280,133</u>	<u>398,653</u>	<u>394,653</u>	<u>405,575</u>
<b>Related Revenue Accounts</b>								
36120	Building Rental	2,625	2,375	2,500	2,925	2,500	2,500	2,500
		<u>2,625</u>	<u>2,375</u>	<u>2,500</u>	<u>2,925</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>

Herriman City Budget  
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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Fleet Management</b>								
63001	Salaries & Wages	96,032	104,728	106,268	72,960	126,000	105,000	110,000
63002	Payroll Burden	45,513	50,412	57,903	35,806	55,000	52,000	57,000
63003	Overtime	1,069	-	-	-	500	500	500
63006	Subscriptions, Membership, Dues	168	157	161	170	350	350	350
63012	Seminars & Training	705	843	285	40	1,000	1,000	1,000
63015	Travel & Accomodations	-	234	-	-	300	300	300
63018	Fuel	3,036	3,222	1,737	1,447	4,000	3,500	4,000
63021	Repairs & Maintenance - Auto	859	1,329	5,040	828	1,500	1,500	1,500
63024	Repairs & Maintenance - Equip	812	137	1,596	71	1,500	1,500	1,500
63027	Office Supplies	20	-	-	1,412	-	-	-
63030	General Supplies	5,950	5,895	4,797	4,986	6,000	6,000	6,000
63036	Mechanic Tool Allowance	531	577	600	438	600	600	600
	Cell Phones	-	-	-	-	-	-	975
63036	Employee Relations	61	137	195	161	225	225	225
63064	Vehicle Insurance	1,100	792	1,053	1,070	1,250	1,250	1,250
63066	Clothing & Uniforms	127	344	484	73	665	665	830
63550	Contingency Repairs	2,818	5,622	1,095	1,000	10,000	10,000	10,000
63555	CO Equipment	-	-	-	-	14,000	14,000	14,000
		158,799	174,429	181,214	120,463	222,890	198,390	210,030
<b>Street Lights</b>								
70001	Salaries & Wages	95,664	105,171	110,695	83,284	115,000	118,000	125,000
70002	Payroll Burden	35,365	46,694	48,271	38,761	55,000	57,000	60,000
70003	Overtime	1,294	1,847	564	669	2,000	2,000	2,000
70006	Subscriptions, Membership, Dues	280	350	225	315	350	350	350
70012	Seminars & Training	199	955	-	1,400	1,500	1,500	1,500
70018	Fuel	8,996	6,375	3,912	2,491	10,000	6,500	6,500
70021	Repairs & Maintenance - Auto	7,537	4,723	3,591	2,781	6,000	4,000	6,000
70024	Repairs & Maintenance - Equip	134	7	873	39	500	500	500
70030	General Supplies	201	362	785	472	500	500	500
70036	Tools - Purchase	916	991	1,624	42	1,000	1,000	1,000
70045	Employee Relations	113	179	74	147	225	225	225
70051	Utilities Electric	113,151	133,670	125,424	101,797	134,000	134,000	141,000
70056	Cell Phone Expense	-	-	-	918	2,050	2,050	1,300
70061	Contracted Services SL County	26,591	32,782	25,880	20,019	31,800	31,800	31,800
70063	Vehicle Lease	29,131	12,286	8,940	59,346	-	-	-
70064	Vehicle Insurance	1,600	1,642	1,500	1,712	2,000	2,000	2,002
70066	Clothing & Uniforms	276	765	892	385	1,110	1,110	1,090
70151	Lights - Replacement	10,193	12,721	19,203	15,618	20,000	20,000	20,000
70160	Lights - Repairs	16,203	15,760	20,887	(3,013)	20,000	20,000	20,000
		347,845	377,279	373,340	327,183	403,035	402,535	420,767

Herriman City Budget  
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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Enforcement/Emergency Services</b>								
62001	Salaries & Wages	5,400	6,643	5,089	405	8,000	1,500	1,500
62002	Payroll Burden	1,887	2,383	2,111	306	3,500	500	500
62018	Fuel	243	-	-	-	-	-	-
62021	Repairs & Maintenance - Auto	205	83	578	-	-	-	-
62030	General Supplies	-	125	-	-	-	-	-
62262	SL County Animal Control	184,732	200,096	169,312	169,310	203,110	210,000	213,000
62264	BE READY HERRIMAN	2,528	1,912	2,801	486	2,500	2,500	3,000
62275	Emergency Management	20,422	24,248	5,907	22,684	30,000	30,000	30,146
62276	Herriman Fire Expense	7,383	-	-	-	-	-	-
62277	E911 Telephone Tax	-	104,655	152,701	115,288	105,000	152,645	160,000
62280	Flood Mitigation Costs	69,589	-	-	-	-	-	-
62282	EWP 25% Match	7,350	-	-	-	-	-	-
		299,738	340,145	338,499	308,479	352,110	397,145	408,146

## STREETS DEPARTMENT

### Mission

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

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

The City's Storm Drain system consists of 383,118 linear feet of pipe varying from 12" to 72". There are 3,964 Storm Drain related structures throughout the City such as in-lets, clean-outs, catch basins and detention/retention ponds.

The City maintained roads amount to 260 lane miles. Our roads and sidewalks are maintained to current ADA standards. There are 2,617 City owned street signs installed and maintained to current MUTCD standards. In addition to street sweeping that is performed regularly, our street crews perform crack sealing, pot hole patching, pavement repair, shoulder maintenance and snow removal as part of their efforts to enhance the safety of our residents and the quality of our community.

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





		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Street Maintenance</b>								
65001	Salaries & Wages	205,159	209,467	212,711	179,310	201,000	215,000	270,000
65002	Payroll Burden	98,172	112,174	105,725	94,181	114,000	91,000	121,000
65003	Overtime	1,972	4,027	830	1,116	4,500	4,500	4,500
65009	Dues, Licenses & Certification	508	157	614	450	850	800	850
65012	Seminars & Training	1,509	1,831	1,458	545	2,000	2,000	2,200
65015	Travel & Accomodations	676	2,421	804	-	1,500	1,400	1,900
65018	Fuel	35,091	34,942	18,297	11,700	26,000	18,000	24,000
65021	Repairs & Maintenance-Auto	10,025	13,641	10,766	6,304	17,500	14,000	16,500
65024	Repairs & Maintenance-Equip	8,166	8,487	3,990	10,449	10,000	10,000	18,000
65030	General Supplies	35,098	40,359	39,825	24,916	42,000	33,000	40,000
65036	Tool, Purchase	2,180	3,959	9,280	489	6,500	6,500	6,600
65045	Employee Relations	618	665	390	660	700	800	1,000
65054	School Zone Maintenance	-	-	33,758	-	-	-	-
65056	Cell Phone Expense	-	-	-	2,811	4,893	3,800	4,300
65063	Vehicle Lease	38,289	6,185	47,574	6,007	8,969	8,969	13,268
65064	Vehicle Insurance	6,981	7,312	6,614	6,498	7,595	6,741	6,741
65066	Clothing & Uniforms	3,283	3,734	4,024	2,207	3,690	3,690	5,240
65145	Spring/Fall Cleanup	16,299	3,500	20,931	10,753	22,000	12,753	22,000
65240	Maint, Material & Services	82,326	128,829	110,907	32,285	110,000	130,000	130,000
65270	Road Improvments	13,491	2,710	12,493	10,509	11,000	13,000	15,000
65275	Crack Seal/Chip Seal	118,188	241,251	484,365	492,407	500,000	500,000	500,000
65280	Small Repairs	28,242	16,434	17,256	14,865	20,000	20,000	20,000
65566	CO Equipment	54,648	58,135	14,113	-	7,500	-	-
65610	Backhoe/Mini X Lease	26,225	8,400	8,400	2,800	8,400	8,400	8,400
		787,147	908,620	1,165,125	911,262	1,130,597	1,104,353	1,231,499
<b>Snow Removal</b>								
66001	Salaries & Wages	11,653	20,027	12,736	15,824	5,000	20,000	25,000
66002	Payroll Burden	11,054	13,182	3,669	19,568	2,500	20,000	20,000
66003	Overtime	11,042	8,835	4,674	18,900	5,000	20,000	25,000
66131	Salt	35,706	46,250	10,557	53,192	56,500	56,500	62,300
66132	Repairs & Maintenance - Equip	17,410	12,479	8,918	15,559	22,000	20,000	27,000
		86,864	100,773	40,554	123,043	91,000	136,500	159,300

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		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Storm Drain Maintenance</b>								
68001	Salaries & Wages	86,162	81,781	87,661	64,280	113,200	95,000	105,000
68002	Payroll Burden	40,418	40,147	41,414	30,975	52,500	45,000	53,000
68003	Overtime	-	149	2,274	773	1,000	5,000	5,000
68009	Dues, Licenses & Certification	-	-	1,200	-	-	-	-
68012	Seminars & Training	20	-	128	-	500	-	500
68018	Fuel	14,159	11,386	7,420	6,018	10,000	9,000	10,000
68021	Repairs & Maintenance - Auto	3,404	5,411	3,395	3,224	4,000	4,000	6,000
68024	Repairs & Maintenance - Equip	6,518	9,739	8,904	10,883	10,000	10,000	11,000
68030	General Supplies	2,349	3,178	2,264	796	5,000	1,800	4,000
68036	Tool - Purchase	236	57	234	-	1,000	500	1,000
68053	Utilities - Sanitation	475	501	602	352	750	700	700
68063	Vehicle Lease	3,595	3,549	488	3,037	3,037	3,037	3,037
68064	Vehicle Insurance	2,922	2,634	2,569	2,739	3,200	4,064	4,064
68100	Emergency Repairs	1,952	-	742	-	5,000	5,000	5,000
68120	Small Projects	2,082	2,281	14,764	2,517	10,300	5,000	8,000
68121	Sweeper Dumping	-	-	2,000	6,000	5,000	8,000	10,000
68122	Container Hauling	-	-	-	2,500	5,000	5,000	6,000
68210	Printing & Postage	-	-	-	-	5,000	-	-
68261	Lease - Backhoe	1,400	1,400	1,400	-	1,400	1,400	1,400
		<b>165,693</b>	<b>162,213</b>	<b>177,459</b>	<b>134,094</b>	<b>235,887</b>	<b>202,501</b>	<b>233,701</b>
<b>Street Signs</b>								
69001	Salaries & Wages	34,433	36,890	42,202	34,028	45,000	57,500	62,500
69002	Payroll Burden	16,528	18,036	19,954	15,531	23,000	28,000	31,000
69003	Overtime	-	-	-	-	1,000	2,000	2,000
69012	Seminars & Training	-	65	90	-	100	100	150
69018	Fuel	3,279	2,942	1,953	1,512	3,250	2,500	3,000
69021	Repairs & Maintenance - Auto	2,623	457	799	194	3,000	2,000	3,500
69024	Repairs & Maintenance - Equip	7	2	391	-	-	-	-
69036	Tools - Purchase	457	358	497	-	800	200	800
69061	Contracted Services	223	(223)	-	-	-	-	-
69063	Vehicle Lease	-	-	163	1,012	1,012	1,012	1,012
69064	Vehicle Insurance	420	430	439	395	462	462	462
69150	New Sign Installation	13,045	4,265	17,877	2,376	30,000	6,000	20,000
69155	Replacement Signs	5,514	5,836	9,504	5,636	8,000	7,500	9,000
69160	Damaged Signs	234	650	-	1,067	2,000	2,000	2,500
		<b>76,762</b>	<b>69,708</b>	<b>93,869</b>	<b>61,751</b>	<b>117,624</b>	<b>109,274</b>	<b>135,924</b>

## EVENTS AND RECREATION

### Mission

The Herriman City Events and Recreation Department strives to enrich the quality of life for the residents of Herriman City by providing events and activities of all types. We focus on maintaining the traditions set by those who preceded us by offering the traditional events many have come to know and love. Additionally, we are always seeking new and refreshing event ideas to stay in tune with our rapidly growing community. It is through these endeavors that we work diligently to keep the “Herriman Feel” alive.

### Our Events and Recreation goals include:

- Offsetting the costs of City Events by actively working with community partners who sponsor through donations and in kind sponsorships.
- To assist economic development by drawing not only Herriman residents but also participants and spectators from all over the state.
- Reduce burden to the City by utilizing temporary and part time employees.
- Ensure residents receive efficient and courteous service when dealing with Event Staff.
- Continue to provide enjoyable, exciting and safe events and recreation within the City.
- Provide varied activities and services that relate to the evolving needs, interests and abilities of our Herriman Community.

### Services Provided:

The Events and Recreation Department is responsible for planning and implementing City sponsored, Co-sponsored and Special events. We also provide support for and facilitate community volunteer group events, make park and field reservations for 11 community parks and support youth sports and recreation leagues.

Herriman City Events and Recreation Department provides the following services to our community.

### Operational expenditures

- **Youth Easter Egg Hunt**, has been a City event since 2003, has grown to include 5 age groups as well as an area for children with special needs. This event provides a safe, seasonal based, activity for approximately 1500 children 12 and under. Activities include Egg & Candy Hunt, Train Rides, Scavenger Hunt, Pictures with the Easter Bunny and a snack for all. **March 26th, 2016**
- **Community Fishing**, is a recreational program developed in 2007 and held at the Cove at Herriman Springs. The DWR’s Urban Fishing Program is available for children ages 6 to 13. This six-week program utilizes volunteer instructors to teach children and their families the fundamentals of fishing. Our hope is that all involved will continue to have a love and respect for the outdoors as well as fishing. **Monday Evenings April 11th-May 16th, 2016**
- **Farm Field Days**, since 2001 Herriman City has helped to host a Field Trip to the Butterfield Farm. The field trip allows approximately 2400 elementary aged students from Salt Lake County to have a “hands on” experience and interaction on a real working farm. Twelve stations provide the children with an entertaining educational experience where they learn about their food and fiber and where it all comes from. **May 3rd & 4th, 2016**
- **Memorial Day Chuck Wagon Breakfast and Ceremony** is a traditional event and is rooted deep in Herriman’s history long before its incorporation. Each year volunteers from Herriman City Staff, Unified Police Department, Unified Fire Authority and the community come together to prepare a full Chuck Wagon Breakfast for the community serving approximately 1500. This along with the **Memorial Day Ceremony** held at the Herriman Cemetery help our community remember, honor and reflect on those who have served so faithfully in the name of country and freedom. **May 30th, 2016**

- **Fort Herriman PRCA Rodeo** began in Herriman in 2006 and is still going strong today. This popular event brings some of the top cowboys and cowgirls from across the country to thrill and entertain our community with rodeo traditions that have stood the test of time. This event has become a family tradition for many of our residents and those from the surrounding areas, approximately 7000 spectators each year. Many come out to participate in the “Kiddie Korral”, an opportunity for little cowboys and cowgirls to get some hands on rodeo experience prior to the main event. Saddle Bronc Riders kick off the main event, followed by Bareback Riders, Team and Calf Ropers, Steer Wrestling, high speed Barrel Racing, the antics of Bull Fighters and the Barrelman (better know as the Clown) and the finale of the Bull Riders who risk their life and limb to thrill and entertain the crowd. New to the PRCA rodeo action is the **Special Needs Roundup** where children and adults with special needs have the arena to themselves where they can experience rodeo action in all its glory. *June 3rd & 4th, 2016*
- **Fort Herriman Days** is our largest community event that brings families out to enjoy W&M Butterfield Park and the many activities the weekend has to offer. Approximately 10000-15000 come out to enjoy this two day event that includes a car show, Touch A Truck event, K9 Demonstration, National Blacksmith Competition, movie in the park, carnival, 10K, 5K & 1 mile runs, parade, booths, public safety information, stage entertainment, free concert and ending with the ever popular fireworks show. *June 16th, 17th & 18th, 2016*
- **Herriman Enduro Challenge** was brought to life in Herriman for the first time in 2012. This event is our finale to the Summer of “Thrills and Chills”. W&M Butterfield Equestrian Park is turned into an intricate race course by our very own Herriman City Staff. Obstacles of the Enduro Challenge include boulders, rock fields, poles, sand, and jumps. This event has been a huge success from the start, entertaining about 4000 spectators and catering to our active community. *August 5th & 6th, 2016*
- **Cinemas in the Park** is a fun family activity that is provided twice a year. One during the Fort Herriman Days Celebration and the other in August. Families bring out their blankets to lounge beneath the stars and enjoy a relaxing evening with neighbors and friends.
- **Senior Citizen Social** is held each September, this delightful event provides an opportunity for Seniors to reacquaint with old friends and make some new ones, tell old stories of past times long forgotten in the hustle and bustle of current times, and enjoy a tasty homemade turkey dinner prepared by Herriman City Events staff. *September 27th, 2016*
- **Pumpkin Festival** brings out hundreds of ghosts, goblins and little monsters for a costume contest and pumpkin-carving contest. Activities include Boo Bowling, Pumpkin Limbo, Haunted House Bean Bag Throw, Monster Scavenger Hunt and more. *October 15th, 2016*
- **Internal Events**, the City hosts a variety of internal events that build employee morale, working relationships with neighboring cities and county employees, positive associations with the City’s service providers, as well as the community where small neighborhood meetings provide residents the chance to meet and get to know the City Council and staff. The Event Staff plays an active role in each of the activities through planning, setting up, participating and clean up.
- The Event and Recreation Department designs and creates all Event Marketing material to aid in promoting all activities within the City. These are used on the City’s website, in the newsletter and as general advertisement to the community.

#### **Community Volunteer Group Sponsored Events**

The Events and Recreation Department partners with many of the volunteer committees within the city. Each committee provides a unique and valuable service to the community and the Events Department is pleased to be a part of their success.

- The **Herriman Arts Council** provides residents with opportunities to experience the arts through the many productions they sponsor. The Events and Recreation Department supports Arts Council by facilitating their many needs and requests and scheduling or providing facilities for activities such as; the Valentine Cabaret, “Herriman Live” Talent Show, Miss

Herriman Scholarship Pageant, Summer Theatre Production, Children's Theatre Production, Halloween Concert, Holiday Sing-A-Long and Holiday Concert.

- The Events and Recreation Department is a significant partner with the **Healthy Herriman Committee** and helps to sponsor the Pedal Palooza youth bicycle safety event. During this event, trained volunteers inspect and replace unsafe helmets for free. Unified Police Department hosts a bike rodeo where participants are taught about bicycle safety. All who attend have the chance to win a brand new bike.
- The Events and Recreation Department supports the **Community Garden Committee** to help residents recognize the gardening and farming heritage of our community by encouraging public awareness of community gardening.

### **Community Service**

Volunteer coordination and organization is an important part of the Event and Recreation Department. Event Staff work closely with hundreds of volunteers each year to further civic pride and allow for our community to gain a sense of belonging. This is a great way to promote partnerships within the community we serve.

- **Eagle Scouts**, throughout each year the Events and Recreation Department helps dozens of Boy Scouts reach their goal of achieving the rank of Eagle Scout. Working with them to find a project that fits both the needs of the City as well as the requirements of the Eagle Scout rank.
- **Church Groups, School Youth Groups, Community Groups and Individual Projects**, dozens of groups contact the City each year to provide service hours to the community. The Events and Recreation Department works with the many City departments to coordinate and schedule service projects throughout the City, with projects consisting of park and trail maintenance, outdoor construction, event assistance, emergency preparedness, fire hydrant painting, garbage clean up and much more.
- **Court Ordered Community Service** is also scheduled, supervised and tracked through the Event Staff.

### **Special Events**

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

### **Youth Recreation and Sport Leagues**

- The Events and Recreation Department works directly with youth sports leagues to schedule fields, facilitate registrations and board meetings and to calendar sport tournaments. We also work diligently with the youth leagues in cleaning and caring for the facilities they use. Many of the leagues take pride in our programs and volunteer their time to help maintain sports fields and materials to enhance and improve them.

### **Park Gazebo and Facility Rentals**

- The Events and Recreation Department schedules all reservable gazebos, fields, arenas, and other facilities throughout the City. With 11 reservable parks consisting of 26 gazebos, 6 baseball fields, 2 softball fields, 14 multi-use programmable fields, 4 arenas, Rosecrest pavilion and stage, fishing pond and a beach. With each of these reservable amenities, the event departments sorts through the many reservation requests and strives to meet the variety of needs for each of our citizens. The Events Staff also works closely with the Parks Department to ensure that facilities are in good condition and cleaned ready for use.

### **Blackridge Reservoir**

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

### **Event Concessions**

- The Events and Recreation Department staffs and provides concessions during City and approved Special Events.

#### **Emergency Management**

- As an active participant in the City's Herriman Emergency Management Committee, the Events and Recreation Department is trained in many aspects of the National Incident Management System as well as Incident Management. Event Staff participates in all City Staff and Volunteer Drills helping to prepare for and perform in live emergency incidents.

#### **Holiday Decorations**

- Holiday decorations are a community favorite. The Events and Recreation Department builds, maintains and coordinates the displaying and removal of all holiday decorations within the city. Including street light decorations, City Hall decorations and tree lighting.

#### **Staffing**

- Herriman City Events and Recreation Department consists of 4 full time employees, 2 part time employees and 20 Concession and Blackridge seasonal employees to maintain a presence at summer activities. In order to maintain an atmosphere of consistency, we are requesting to add one additional summer seasonal position to help cover evenings and weekends. This will result in an offset of overtime with full time employees. In addition, we require an hourly employee to manage and direct the large number of volunteers utilized in City Events and Recreation Activities. Clearly the amount of hours received from an organized and well managed volunteer force offset the minor expense of this new position.

#### **Training and conference fees**

- Events and Recreation is an ever evolving field within city government. It is essential to stay current with new trends and ideas as well as network with those around us. As members of the Utah Association of Fairs and Events (UAFE) and the Utah Parks and Recreation Association (UPRA), and the Professional Rodeo Cowboys Association (PRCA) we find their annual conferences of great value. The ability for each employee to network and see what vendors and entertainment options are available from year to year is a valuable asset to the City.

In addition we also try to minimize training costs by utilizing local and online training opportunities. Each member of the Event Staff (not seasonal) attends at least one training in order to gain additional knowledge for both the City and individual career enhancement.

For our seasonal employees we provide annual training for dealing with difficult citizens as well as recognizing the need for quick response from staff. For this training we utilize our local partners in both the Unified Police Department and the Unified Fire Authority.

#### **Travel expenses**

- Travel expenses for the Events and Recreation Department is kept to the three conferences mentioned above. Because they are relatively close the costs are minimal.

#### **Budget increase/decrease request**

- With the addition of a new event seasonal position and the addition in the 2015/2016 budget year of a full time event staff (Event Tech I), there will be a slight increase to the overall budget for the Events and Recreation Department. We have been able to reduce some operating expenses by utilizing different vendors allowing for the overall budget to remain relatively consistent.

#### **Revenue and Sponsorships**

- The Events and Recreation Department recognizes the need of sponsorships and revenue sources outside that of the direct taxpayers. We work year round to maintain good relations with local and area business leaders as well as individual donors. Soliciting donations is only a small part of sponsorship, we recognize the need to ensure our sponsors feel valued within our City is a primary role of the Events Staff. The events staff manages approximately 300 sponsors throughout the year. This includes monetary donations as well as in-kind opportunities throughout all areas of Herriman City. It is vital we work to maintain our current sponsors, and to seek additional sponsors as this is how the community makes the expense of our fabulous events reasonable to our citizens.



Herriman City Budget  
the Year Ending Jun 30, 2017

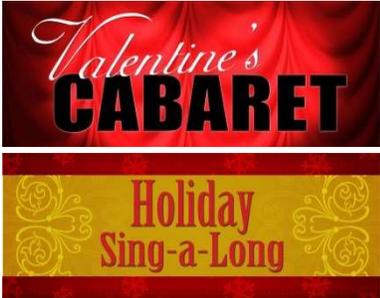
		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Community Events &amp; Recreation</b>								
72001	Salaries & Wages	194,319	222,375	244,968	193,635	265,000	275,000	285,000
72002	Payroll Burden	81,937	77,127	110,273	88,102	105,000	110,000	115,000
72003	Overtime	3,141	5,098	18,353	6,969	34,500	34,500	34,500
72006	Subscriptions, Membership, Dues	-	349	114	337	1,010	860	1,010
72009	Licenses & Dues	-	1,485	845	425	500	1,300	1,300
72012	Seminars & Training	-	135	505	460	860	860	910
72015	Travel & Accomodations	-	-	-	12	850	13	750
72018	Fuel	2,698	2,791	1,333	1,033	3,500	2,000	2,100
72021	Repairs & Maintenance - Auto	3,454	423	642	193	1,620	900	1,620
72024	Repairs & Maintenance - Equip	599	2,368	1,227	-	2,800	2,800	2,800
72027	Office Supplies	193	147	251	193	700	700	700
72033	Equipment Purchase	16	3,786	2,772	2,190	3,000	3,000	6,000
72045	Employee Relations	-	608	461	234	588	588	663
72056	Cell Phone Expense	-	-	-	2,756	4,969	4,000	5,000
72063	Vehicle Lease	22,581	7,201	7,201	7,201	7,201	7,201	-
72064	Vehicle Insurance	1,044	625	1,003	891	1,041	1,041	1,041
72066	Clothing & Uniforms	454	1,510	1,458	789	3,140	3,000	3,360
72102	Concessions Equipment	212	-	3,030	40	2,500	2,500	2,500
72103	Concessions Food	23,278	25,057	21,872	7,082	30,000	26,500	26,500
72104	Concessions Blackridge	2,870	1,016	3,024	1,134	5,000	5,000	5,000
72151	Other City Events	24,839	16,804	15,479	27,352	37,000	37,000	37,000
72165	Christmas Decorations	13,549	13,465	3,403	3,281	15,000	15,000	15,000
72175	Fort Herriman Days Festivities	87,851	59,351	60,529	10,673	76,000	60,000	60,000
72180	Herriman City Float	14,020	8,625	7,841	225	13,000	8,000	13,000
72185	Enduro Challenge	-	24,021	22,632	304	34,000	5,000	36,000
72196	PRCA Rodeo	57,859	60,492	60,871	2,058	69,000	66,000	66,000
72300	County Fair Booth	112	-	-	-	-	-	-
72306	SR Citizen Redevelopment	1,554	1,941	1,987	2,570	2,000	2,236	2,400
		536,580	536,799	592,074	360,138	719,779	674,999	725,154
<b>Related Revenue Accounts</b>								
36697	Sponsorship - Enduro	-	9,250	3,000	1,000	-	-	-
36700	Sponsorship - Ft Herriman Rodeo	-	125	-	-	-	-	-
36701	Sponsorship - Ft Herriman Days	20,277	12,625	10,750	8,000	15,000	15,000	15,000
36702	Sponsorship PRCA Rodeo	21,705	11,725	13,102	2,000	12,000	12,000	12,000
36703	Sponsorship Msc Events	1,525	2,300	1,300	2,800	2,500	2,500	2,500
36704	Sponsorship Miss Herriman	255	-	-	-	-	-	-
36705	Revenue FT Herriman Rodeo	-	30	-	-	-	-	-
36712	Revenue Concessions	32,407	27,407	15,653	11,303	34,000	34,000	34,000
36713	Revenue Blackridge Concession	15	6,600	6,929	2,593	7,500	7,500	7,500
36715	Revenue PRCA Rodeo	40,552	32,333	23,968	1,040	45,000	45,000	45,000
36730	Revenue Enduro Cross	23,852	10,793	4,306	-	28,325	-	28,325
36800	Revenue FT Herriman Days	29,066	45,856	36,934	2,776	32,960	38,000	40,000
		169,655	159,045	115,942	31,512	177,285	154,000	184,325



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

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

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



Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Arts &amp; Culture Development</b>								
	Salaries and Wages	-	-	-	168	-	2,500	25,000
	Burden	-	-	-	300	-	1,000	1,000
73100	Arts Council Supplies	5,298	1,066	3,338	448	4,000	4,000	4,000
73105	Arts Production/Performance	50,810	19,440	30,897	14,291	25,000	35,150	35,150
73106	Children's Production	-	6,662	6,226	7,568	6,500	6,500	6,500
73107	Herriman Live	305	868	877	-	2,000	1,500	1,500
73108	Decorating Contest	-	165	573	541	500	500	500
73109	Visual Arts	-	-	-	-	250	250	250
73110	Arts Council Equipment	156	-	4,947	-	5,000	5,000	-
73115	Miss Herriman Scholarship	8,332	11,753	9,912	3,254	12,000	12,000	12,000
73120	Choir & Orchestra	2,394	2,515	4,442	4,444	5,000	5,000	5,000
73130	Historical Committee	31,541	15,939	4,788	18,232	23,600	23,600	25,000
73135	Healthy Herriman	2,353	2,042	2,382	-	2,600	2,600	2,500
		101,189	60,450	68,382	49,246	86,450	99,600	118,400
<b>Related Revenue Accounts</b>								
36699	Sponsorship - Arts Council	342	1,490	1,000	1,650	1,500	1,750	1,750
36801	Revenue-Arts Council Events	22,771	29,876	28,261	36,740	30,000	40,000	40,000
		23,113	31,366	29,261	38,390	31,500	41,750	41,750

## **PARKS DEPARTMENT**

### **Mission**

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

### **Services Provided**

The Parks Department provides a large variety of quality of life services to the residents of Herriman City, surrounding Cities and Counties including, care and maintenance of over 153 acres of sports field and turf grass, 141 acres of native open space and 34 miles of asphalt, horse and dirt trails. Additionally we manage the use of over 250 million gallons per year of culinary and secondary water in the City's vast irrigation system. The Parks Department also oversees the care and daily functions of the City Cemetery, the Rodeo Arena's and the Beach at Black Ridge. Our crews care for 4374 City owned trees and an additional 6691 privately owned trees that make up the City's Urban Forest. We operate one of the best Fisheries in the State along with an extremely popular Skate Park. All of the restroom and splash pad facilities are cared for by the parks personnel. The Parks Department administers and assists with all new landscape construction on City property.

### **Department Goals and Objectives:**

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

### **Department Detailed Functions:**

- Open and service all park restrooms, pavilions and play structures 7 days per week.
- Inspect all parks, trails and open spaces for required maintenance and initiate the work.
- Maintain the City's irrigation systems while ensuring conservation practices are met. Schedule watering times to best meet recreational and sporting event use.
- Oversee and approve the daily operations of the mowing contractor at various locations throughout our 43 Parks.
- Oversee and implement various seasonal activities such as: fertilizing, tree and shrub pruning, top dressing and aerating, weed control and open space maintenance, arena and beach grooming, snow removal and city events.
- Direct, engage and oversee all operations for the City cemetery.
- Manage and maintain all City parking lots including, parking stall painting, crack sealing, concrete and asphalt repairs.
- Utilize and manage the County work crews on a daily basis to continually clean the City of garbage, tumble weeds and to prepare for City events. This Crew also assists in the maintenance of the Water Departments well sites and assists the Streets Department when requested.
- Respond to City Residents concerns and complaints in a respectful and timely manner.

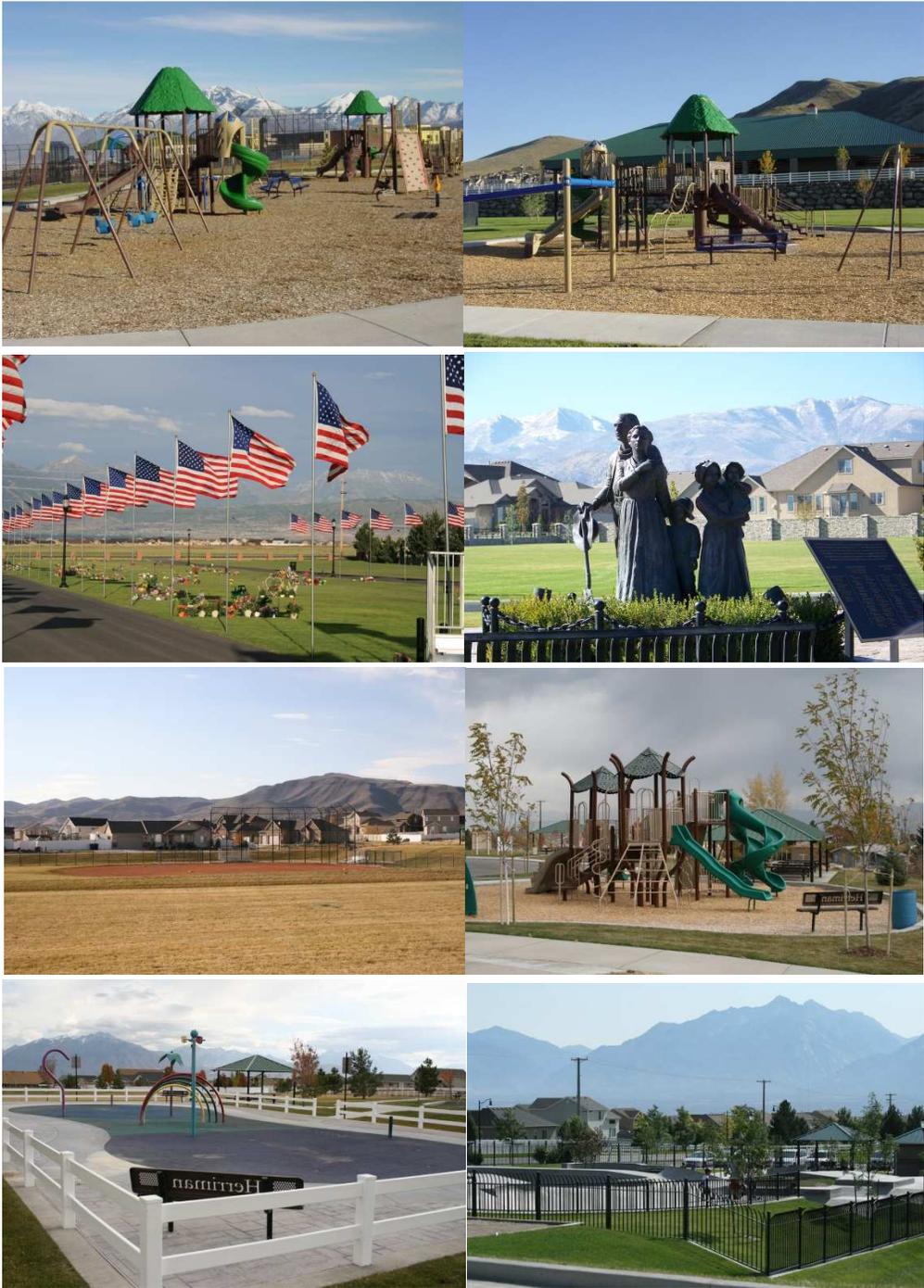
- Replace and repair all of the City's fencing and gates.
- Engage in various construction projects to enhance the beauty and functionality of the City's parks, trails and open spaces.
- Review, approve, inspect and finalize all new landscape construction in the City.
- Lock all parks, restrooms and facilities nightly 7 days per week and provide minor security.

Department Personnel Overview:

- The Parks Department is separated into 4 categories specifically created to cater to our work force strengths.
  - Construction, Facilities and Cemetery:
    - Duane Dumas-Tech 3 Crew Lead, and Cemetery Assistant Sexton
    - Dale Sargent-Tech 2
    - Krystal Haws-Tech 2
    - Landon Griffith's-Tech 1
    - Raphael Montero-Tech 1 Part Time
    - Seasonal's required x 2
  - Landscaping, Sprinklers, Construction, Events and Sports Fields.
    - Tim Straup-Tech 2 Crew Lead
    - Jacob Ernest-Tech 1
    - Earl Okelberry-Tech 1
    - Kolby Brklacich-Tech 1
    - Seasonal's required x 3
  - Trails, Open Space, Arenas, Right of Way and Material Handling.
    - Phillip Trapp-Tech 2 Crew Lead
    - Justin Johansen-Tech 1
    - Mark Caldwell- Tech 1
    - Seasonal's required x 2
  - County Work Crew.
    - Wally Nelson-Tech 2 Crew Supervisor
    - Work Crew x 6

Parks Department Operation Levels.

- Total parks 43
- Turf and sports fields 127 acres or 5,532,120 sq ft.
- Park strips 26 acres or 1,132,560 sq ft.
- Water use 170,750 million gallons culinary, 61,307 million gallons secondary. (Not all use is metered.) Estimate over 250 million gallons combined use.
- Parking lot asphalt surfaces 23.18 acres or 1,009,598 sq ft.
- Asphalt and concrete trails 20.34 miles or 107,384 ln ft.
- Unpaved equestrian trails 6.33 miles or 33,406 ln ft.
- Primitive trails 7.16 miles or 37,802 ln ft.
- Maintained open space (Native) 141 acres or 6,135,694 sq ft.
- Non-maintained open space (Hillside) 657.5 acres or 28,641,842 sq. ft.
- City trees 4374 ea.
- Private park strip trees 6691 ea.
- City fences 22.6 miles or 119,193 ln ft.



Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Parks</b>								
76001	Salaries & Wages	425,162	460,285	542,860	405,242	622,595	585,000	615,000
76002	Employee Benefits	236,168	271,938	269,724	204,254	298,158	290,000	310,000
76003	On-Call Overtime	10,907	13,931	7,015	3,497	24,500	26,000	26,000
76004	Payroll-Blackridge	10,679	-	-	-	-	-	-
76006	Subscriptions & Memberships	585	591	175	50	850	850	850
76009	Dues, Licenses, Certifications	1,020	-	294	-	1,700	1,700	1,700
76012	Seminars & Training	2,360	1,567	2,169	1,882	2,050	2,050	4,450
76015	Travel	-	1,067	1,131	984	1,000	1,000	1,000
76018	Fuel	41,142	39,649	24,777	15,695	40,000	35,000	40,000
76021	Repairs & Maintenance-Auto	16,559	13,869	14,190	5,092	17,500	17,500	17,500
76024	Repairs & Maintenance-Equip	21,127	21,906	10,390	11,304	16,500	16,500	16,500
76025	Parking Lot Maintenance	4,259	2,669	3,200	1,028	4,000	4,000	29,000
76026	Arbor Day	539	401	494	-	600	600	600
76027	Matcch-Tree Grant	37	1,620	-	-	-	-	-
76030	General - Supplies	18,451	15,516	23,037	6,253	22,000	22,000	22,000
76033	Small Equipment (Under \$1000)	1,022	2,870	1,693	2,872	2,500	2,500	2,500
76036	Tool - Purchase	1,324	940	1,305	731	1,000	1,000	1,000
76045	Employee Relations	1,315	1,202	1,171	339	1,200	1,200	1,200
76050	Playground Repair/Maintenance	41,310	29,739	27,245	8,731	46,000	46,000	46,000
76053	Sewer Expense	7,295	8,549	6,692	4,044	8,400	8,400	8,400
76055	Service Projects	-	412	1,389	739	1,500	1,500	1,500
76056	Cell Phone Expense	-	-	-	5,532	8,029	8,029	8,029
76061	Contracted Services	2,994	2,107	5,780	3,172	9,200	7,000	9,200
76063	Vehicle Lease/Purchase	64,000	28,850	121,355	-	68,533	41,000	41,000
76064	Vehicle Insurance	5,950	5,742	6,950	6,506	7,600	7,600	7,600
76066	Clothing & Uniforms	4,100	4,485	7,053	4,694	5,670	5,670	5,990
76068	Tree Well Fert	-	6,746	4,401	2,100	6,500	6,500	21,820
76070	CO Equipment	26,348	15,670	83,625	45,388	25,000	25,000	25,000
76092	Equipment Rental	2,057	841	1,490	1,060	2,500	2,500	2,500
76100	CO Equipment (Over \$1,000)	5,451	1,074	-	-	-	-	-
76119	Vandalism Expense	3,857	669	5,772	-	8,000	8,000	8,000
76120	Butterfd Pk -Sprinkler Repair	1,344	1,788	924	4,079	2,000	4,100	2,000
76125	Butterfd Pk - Tree Replacement	128	700	133	-	700	700	700
76140	Butterfd Maint/Supplies	36,753	32,176	23,299	23,121	25,000	25,000	25,000
76190	Butterfd Pk -Power	15,656	14,926	17,597	8,785	18,000	25,000	25,000
76192	Butterfd Pk - Sanitation	1,620	394	11	-	-	-	-
76193	Butterfd Pk -Natural Gas	7,576	6,998	5,383	5,349	10,000	10,000	10,000
76196	Butterfd Pk- Fertilization	9,820	7,012	7,641	753	8,500	8,500	8,500
76197	Butterfd Pk - Stall Barn	2,637	3,144	2,690	1,543	2,500	2,500	2,500
76211	Ft Herriman Historical Park	1,123	1,773	-	-	-	-	-
76240	Misc Supplies	-	3,083	-	-	-	-	-
76250	Leask Skidsteer/Backhoe Mini X	26,925	9,100	9,100	9,100	9,100	9,100	9,100
76256	Pocket Parks - Maint/Supplies	-	278	6,390	4,728	7,850	7,850	7,850
76257	Pocket Parks - Tree Replacement	100	810	4,579	41	4,300	4,300	4,300
76258	Pocket Parks - Sprinkler Repair	468	-	4,074	5,647	7,050	7,050	7,850
76260	Contracted Mowing	201,014	184,695	176,337	159,758	275,400	275,400	275,400
76261	Contracted Fertilization	42,535	54,049	50,932	31,750	65,400	65,400	67,000
76262	Power	23,455	20,601	27,837	17,396	28,000	28,000	28,000
76263	Natural Gas	4,062	6,816	5,600	4,002	6,000	6,000	6,000
76264	Water	-	-	472,588	257,722	440,000	440,000	500,000
76265	Dump Fees	1,803	4,500	3,902	2,500	6,000	6,000	6,000
76266	Mountain View Corridor Maint	-	2,437	-	3,024	4,000	4,000	4,000
76267	Multi-Use- Maint/Supplies	18,781	38,007	28,425	16,313	39,500	39,500	39,500
76268	Multi-Use- Sprinkler Repair	13,363	12,379	13,876	4,667	18,600	18,600	18,600
76269	Multi-Use Tree Replacement	5,402	9,300	6,054	3,852	6,000	6,000	6,000
	Blackridge Parking Permit Program	-	-	-	-	-	50,900	50,900
	Blackridge Parking Lot Program	-	-	-	-	-	9,600	9,600
	Blackridge UPD Enforcement	-	-	-	-	-	20,000	20,000
		1,370,583	1,369,871	2,042,749	1,305,318	2,236,985	2,247,599	2,408,139

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Cemetery</b>								
75001	Salaries & Wages	15,361	14,373	14,622	16,133	12,000	20,000	20,000
75002	Payroll Burden	5,647	8,461	6,425	8,068	6,500	7,500	7,500
75003	Overtime	-	-	-	-	3,500	3,500	3,500
75018	Fuel	1,139	1,064	757	606	1,500	1,500	1,500
75021	Repairs & Maintenance-Auto	332	473	240	211	700	700	700
75024	Repairs & Maintenance-Equip	84	253	107	102	400	400	400
75030	General Supplies	1,815	2,646	2,518	1,261	2,500	2,500	2,500
75033	Equipment Purchase	3,450	-	-	-	1,000	1,000	1,000
75051	Utilities Electric	991	1,510	1,456	536	1,500	1,500	1,500
75053	Utilities Sanitation	900	1,080	1,080	630	1,000	1,000	1,000
75054	Utilities Water	-	-	-	117	-	24,000	24,000
75063	Vehicle Lease	-	-	6,058	-	-	-	-
75064	Vehicle Insurance	250	250	500	428	500	500	500
75320	Sprinkler Repairs	62	3,152	3,110	867	3,000	3,000	3,000
75410	Backhoe/Mini X Lease	2,100	2,100	2,100	2,100	2,100	2,100	2,100
75540	CO Cemetery	-	-	9,589	15,607	7,000	16,000	15,000
		<u>32,131</u>	<u>35,362</u>	<u>48,562</u>	<u>46,668</u>	<u>43,200</u>	<u>85,200</u>	<u>84,200</u>
<b>Related Revenue Accounts</b>								
34250	Cemetery Lot Sales	63,250	45,075	61,575	31,525	32,960	32,960	35,000
34260	Cemetery Perpetual Care	125	-	-	-	-	-	-
34270	Cemetery Maintenance Assess	470	465	525	290	400	400	400
34280	Cemetery-Burials	25,645	17,365	24,750	25,500	25,750	30,000	30,000
34285	Cemetery-Veteran Plaques	-	-	345	230	-	-	-
		<u>89,490</u>	<u>62,905</u>	<u>87,195</u>	<u>57,545</u>	<u>59,110</u>	<u>63,360</u>	<u>65,400</u>

**PLANNING AND DEVELOPMENT**

Our planning and development division deals with new construction, planning and economic development. The following graph shows the staffing levels in the different departments.

	Wage Grade	FY 2013- 2014	FY 2014- 2015	FY 2015- 2016	FY 2016- 2017
<b>Planning &amp; Development</b>					
<b>Building</b>					
Building Official	19	1.50	1.00	1.00	1.00
Assistant Building Official	16	1.10	1.00	1.00	1.00
Building Inspector III	15	0.25	1.40	2.00	2.00
Building Inspector II	14	0.05	0.33	-	-
Building Permit Tech III	13	-	0.95	1.00	1.00
Building Permit Tech II	12	1.95	1.00	1.50	1.00
Building Intern	9	-	-	-	0.50
		<u>4.85</u>	<u>5.68</u>	<u>6.50</u>	<u>6.50</u>
<b>Engineering</b>					
City Engineer	19	0.85	1.00	1.00	1.00
Assistant City Engineer	18	-	0.85	1.00	1.00
Staff Engineer	15	1.00	2.00	2.00	2.00
Engineering Tech		1.00	-	-	-
Engineering Coordinator		1.00	1.00	1.00	1.00
Public Works Inspector III	14	2.05	2.00	2.00	2.00
Engineering Intern	9	-	-	-	0.40
		<u>5.90</u>	<u>6.85</u>	<u>7.00</u>	<u>7.40</u>
<b>GIS</b>					
GIS Manager	16	0.50	1.00	1.00	1.00
GIS Tech II	15	1.00	2.00	2.00	2.00
GIS Tech I	13	1.00	0.03	-	-
GIS Intern	9	1.00	0.50	0.25	0.35
		<u>3.50</u>	<u>3.53</u>	<u>3.25</u>	<u>3.35</u>
<b>Economic Development</b>					
Economic Development Analyst	16		0.50	0.50	1.00
<b>Planning</b>					
City Planner	18	-	1.00	1.00	1.00
Planner III	16	1.00	0.50	0.50	-
Planner II	14	0.86	-	-	-
Planner I	13	-	0.85	0.85	1.00
Code Enforcement	13	1.00	1.00	0.75	1.00
Business License Official	12	0.75	0.75	0.75	0.50
Planning Intern	9	-	-	-	0.50
		<u>3.61</u>	<u>4.10</u>	<u>3.85</u>	<u>4.00</u>
<b>Total Planning &amp; Development</b>		<u>17.86</u>	<u>20.66</u>	<u>21.10</u>	<u>22.25</u>

## **BUILDING DEPARTMENT**

### **Mission**

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

### **Services Provided**

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

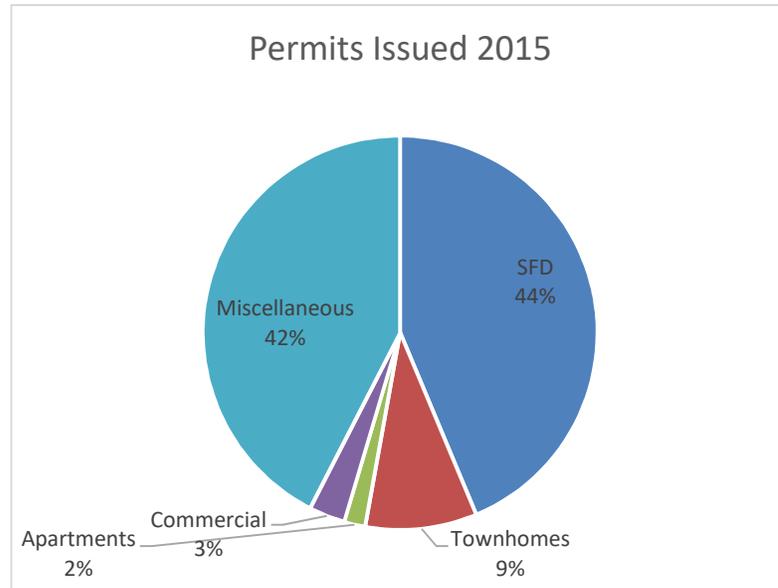
### **Goals and Objectives**

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

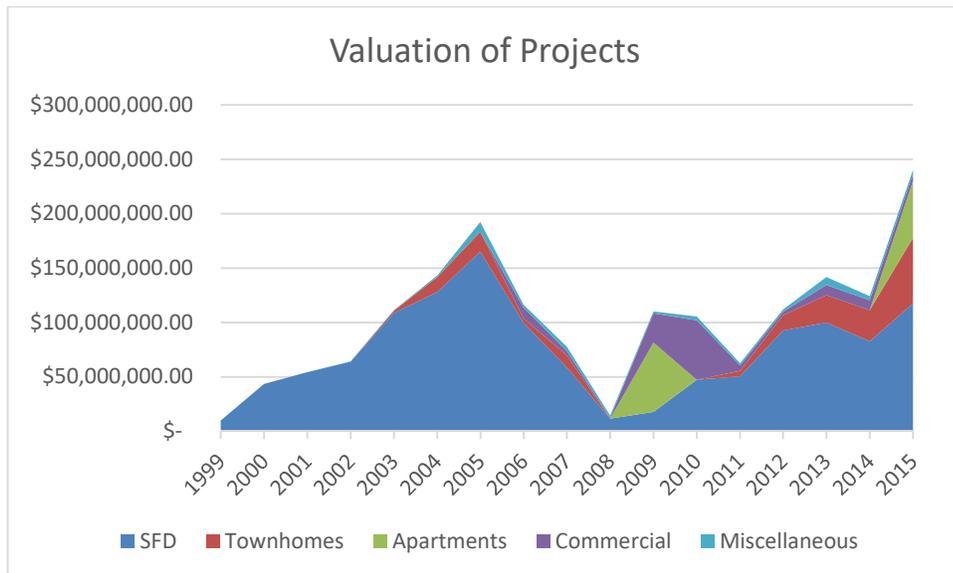
Our current Permit Technician continues to train as a Building Inspector. The time will increase to 5 hours a day for her to study and train in the field, with the remaining 4 hours to cover the office. This will be a 4-6 year transition. Although the projected workload shows the continued need for contract services and limited overtime of current staff, using this individual will help reduce both those costs. It will also decrease the need for back up from the Building Official and Plans Examiner. We will be proactive in replacing inspectors as our current inspectors retire in the next 7-15 years.

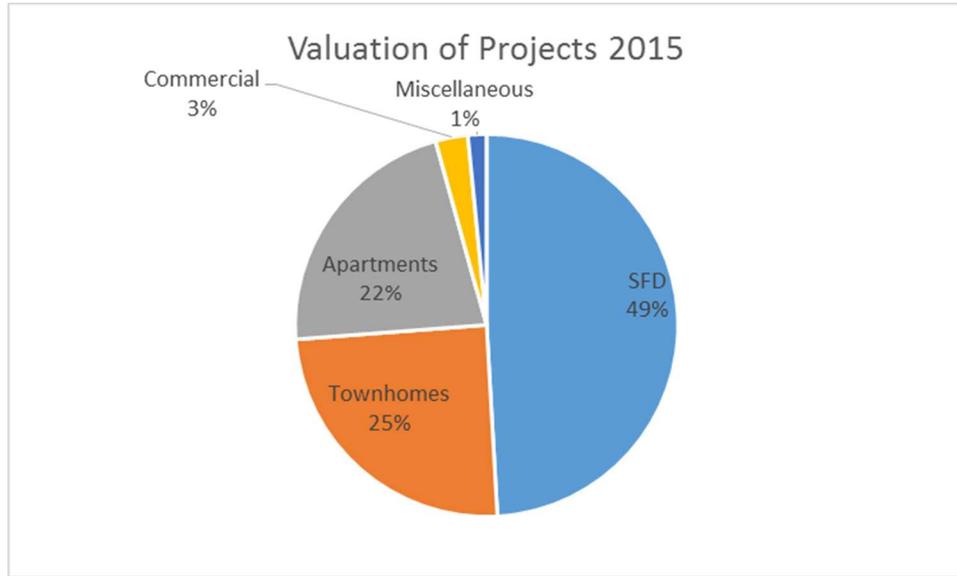
**Continue training for the new part-time Inspection Coordinator** This position provides coverage for the office as the current Permit Technician spends more time training as a Building Inspector. She has expressed an interest in promotion to Permit Technician I as well as other positions within the Building Department as current personnel retire in the next 7-15 years.

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

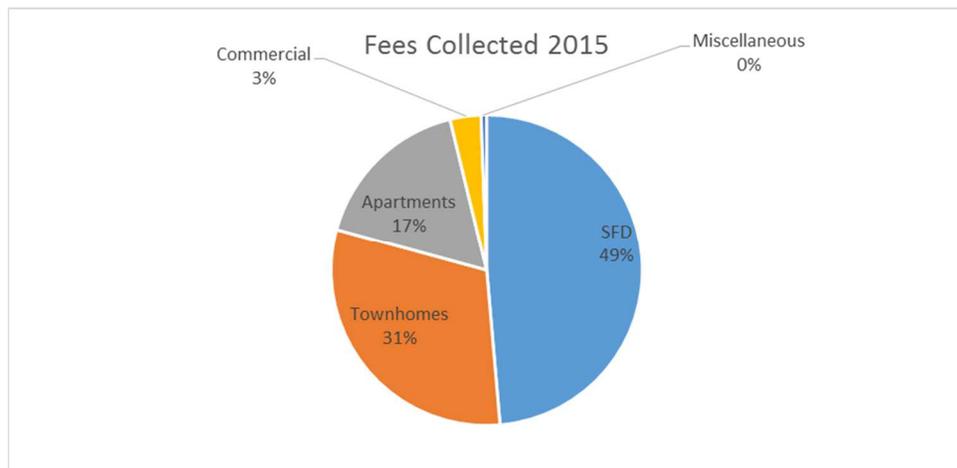
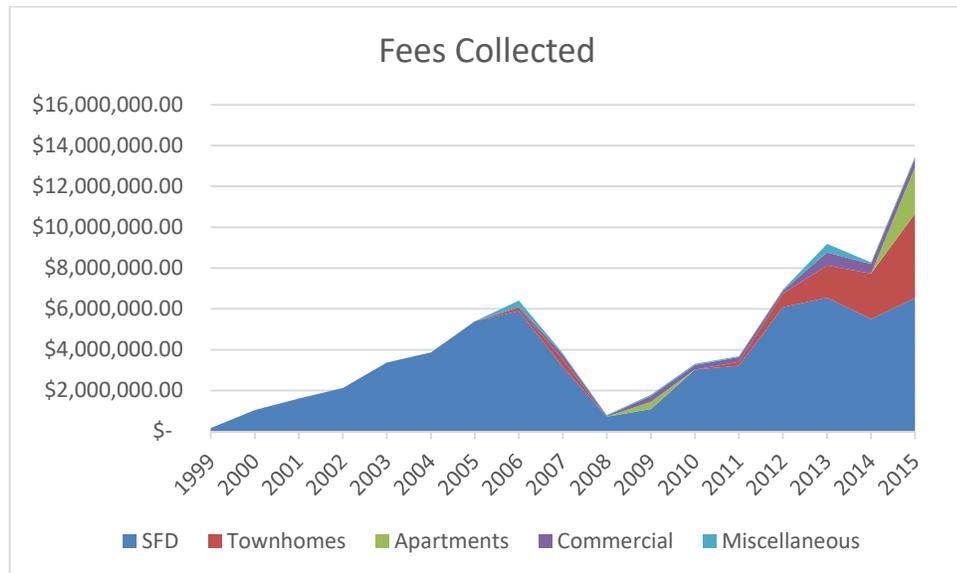


Revisions in permit reporting indicate though the number of Single Family Dwelling permits has dropped, there has been a significant increase in the complexity of construction projects. Determining the valuation is the most accurate method of estimating increased time for plan review and inspections.





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

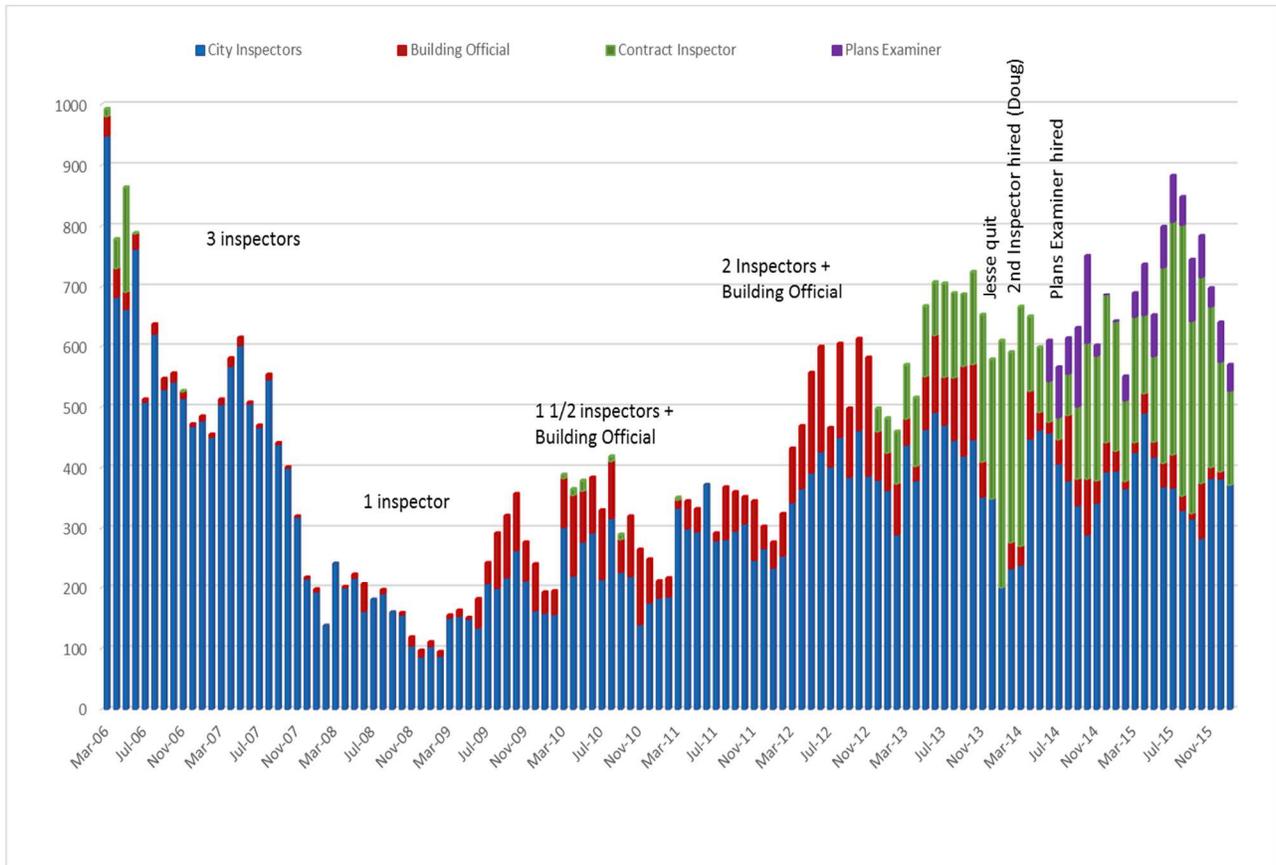


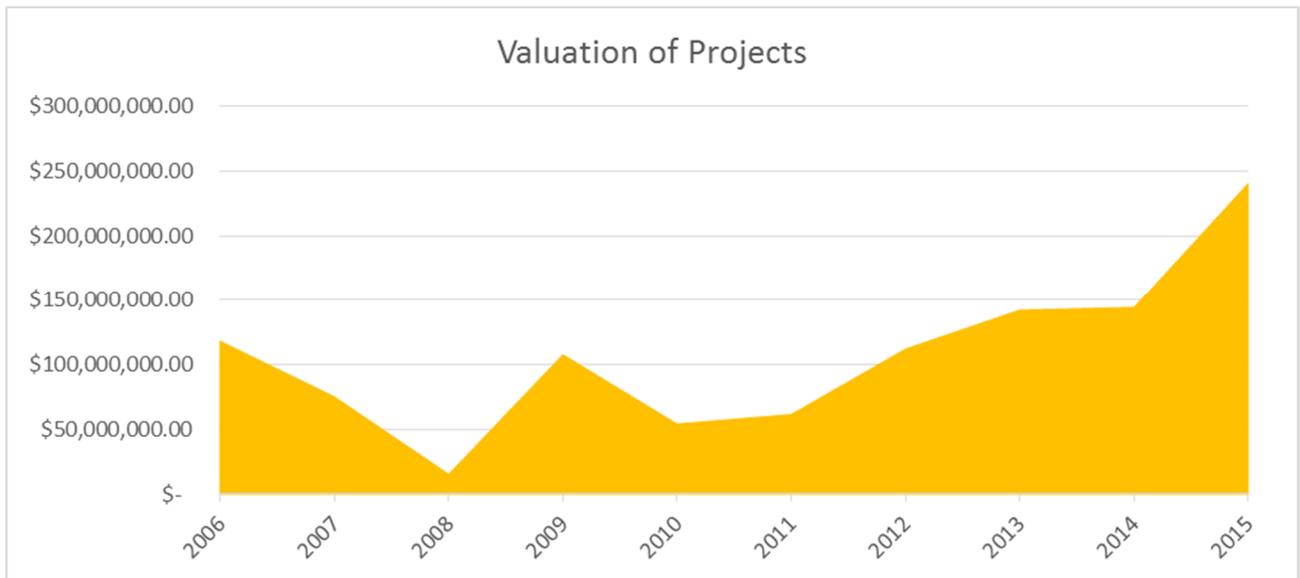
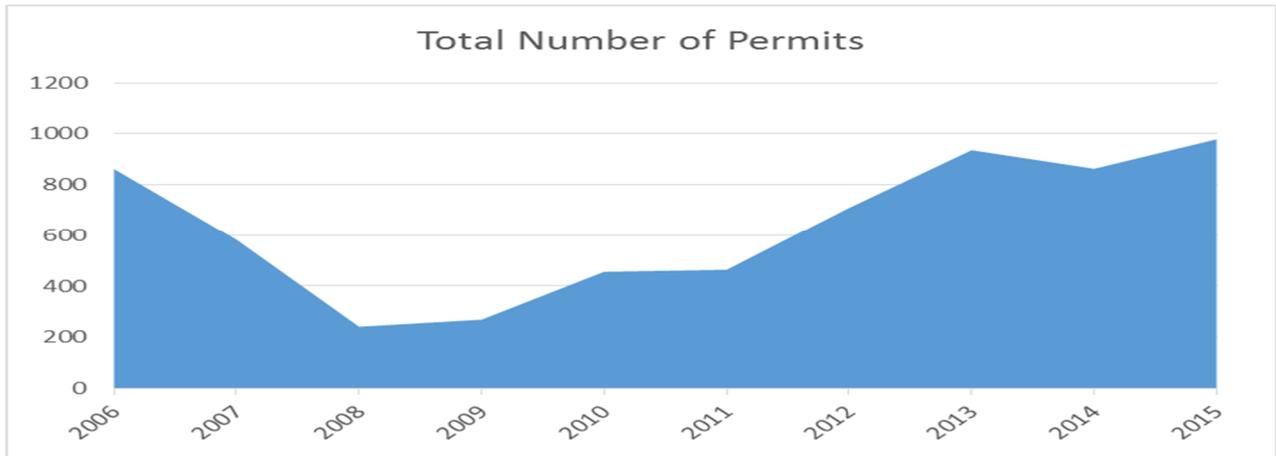
With the Building Department fully staffed, we expect to meet plan review and inspection requirements for the projected growth, with contract services to augment overflow inspections. As unusual or unexpected projects are submitted to the city that require more man-hours or specialized expertise, we plan to utilize contract services. The revenue from these types of projects will cover overflow plan review and inspections. We are able to avoid hiring additional staff to cover temporary spikes in permit activity.

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

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

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





**Projected Permit Activity for 2015-2016**

Based on developments under construction, permit activity is expected to be only slightly higher than the last two fiscal years. The major difference will be several large projects: REAL Stadium/Practice Fields, the new City Hall, Super WalMart, along with 5 LDS churches.

<b>Total Permits Issued by Month -- 2014 - 2015 Fiscal Year</b>							
<b>Number of Permits</b>	<b>SFD</b>	<b>Duplex/Condo/Townhome/Etc.</b>	<b>Basement Finishes</b>	<b>Detached Garages/Barns</b>	<b>Commercial</b>	<b>Other</b>	<b>TOTAL</b>
July	27	2	5	2	5	19	60
August	31	4	6	1	2	25	69
September	41	28	12	0	7	38	126
October	35	2	11	3	4	23	78
November	22	2	5	3	3	13	48
December	26	2	12	1	4	16	61
January	30	3	12	0	4	15	64
February	21	4	8	0	2	22	57
March	32	7	17	0	2	30	88
April	55	9	12	1	2	29	108
May	36	2	7	3	8	14	70
June	44	6	10	1	1	16	78
<b>TOTAL</b>	<b>400</b>	<b>71</b>	<b>117</b>	<b>15</b>	<b>44</b>	<b>260</b>	<b>907</b>

<b>Total Permits Issued by Month -- 2015 - 2016 Fiscal Year</b>							
<b>Number of Permits</b>	<b>SFD</b>	<b>Duplex/Condo/Townhome/Etc.</b>	<b>Basement Finishes</b>	<b>Detached Garages/Barns</b>	<b>Commercial</b>	<b>Other</b>	<b>TOTAL</b>
July	57	8	10	2	1	16	94
August	46	11	11	3	1	22	94
September	39	6	23	2	4	20	94
October	35	4	12	1	2	28	82
November	4	30	8	1	3	30	76
December	30	13	7	1	5	21	77
January	23	11	11	2	5	36	88
February							0
March							0
April							0
May							0
June							0
<b>TOTAL</b>	<b>234</b>	<b>83</b>	<b>82</b>	<b>12</b>	<b>21</b>	<b>173</b>	<b>605</b>

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Building Services</b>								
80001	Salaries & Wages	258,739	250,573	305,712	260,091	347,000	360,000	375,000
80002	Payroll Burden	116,959	116,228	136,255	113,494	139,500	155,000	165,000
80003	Overtime	-	5,721	2,412	1,727	7,500	17,500	17,500
80006	Subscriptions/Memberships/Dues	100	30	350	676	450	450	610
80009	Licenses & Certifications	764	1,163	365	394	2,545	2,545	2,675
80012	Seminars & Training	(3,153)	(1,703)	(1,478)	1,376	2,300	2,300	1,850
80015	Travel & Accomodations	943	959	1,056	203	1,300	1,300	5,505
80018	Fuel	4,805	3,717	2,820	2,331	5,000	5,000	4,500
80021	Repairs & Maintenance - Auto	1,289	773	861	334	1,000	1,000	2,000
80027	Office Supplies	130	404	352	374	550	550	650
80030	General Supplies	1,735	1,669	1,760	5,008	6,550	6,550	1,750
80045	Employee Relations	91	65	612	276	625	625	625
80056	Cell Phone Expense	-	-	-	1,945	2,847	2,847	2,800
80063	Vehicle Lease	-	-	55,338	-	18,360	18,360	18,360
80080	Vehicle Insurance	1,050	719	2,129	1,564	1,827	1,827	2,174
80066	Clothing & Uniforms	782	966	2,110	1,214	2,560	2,560	2,280
80175	Plan Review & Inspection Service	29,849	92,775	50,742	68,622	70,000	90,000	90,000
80700	Capital Outlay	-	-	-	-	4,000	500	3,350
		414,083	474,059	561,396	459,629	613,914	668,914	696,629
<b>Related Revenue Accounts</b>								
32160	Engineering/Inspections Fees	240,929	615,232	469,042	453,485	285,000	533,163	592,403
32210	Building Permit Fees	2,599,791	2,304,764	2,361,848	2,120,496	4,263,846	3,600,000	3,560,000
32215	Plan Review Fee	2,599,791	2,304,764	2,361,848	2,120,496	4,263,846	3,600,000	3,560,000
32225	Electrical Permits	442,947	650,409	1,163,323	961,204	1,146,574	1,161,282	1,197,198
32226	Mechanical Permits	14,779	19,616	52,650	38,698	54,458	48,389	49,886
32227	Plumbing Permits	6,185	8,441	20,902	14,688	22,486	22,486	23,181
32228	Engineering Fees Reimb	5,083	6,732	17,680	13,039	22,588	22,588	23,254
32562	Re-Inspection Fees	141	235	470	235	350	350	350
		5,909,648	5,910,192	6,447,763	5,722,342	10,059,148	8,988,258	9,006,272



## ECONOMIC DEVELOPMENT

### Mission

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

### Why is Economic Development Important?

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

### Goals and Objectives

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

There are important interrelationships between economic development and housing. Our objective is to foster a community where our residents can live, work and play.

“The odds of hitting your target go up dramatically when you aim at it.” – Mal Pancoast

### Accomplishments 2014/2015

- New Businesses
  - Walmart Neighborhood Grocery Store
  - Taco Bell
  - Popeye's
  - Jimmy John's
  - Super Cuts
  - America First Credit Union
  - Holiday Oil



- Projects
  - Film & Digital Media Arts Center
  - SLCC & Utah State Buildings
  - CDA
  - ICSC Planning
  - Marketing Material Update
  - Photography
  - Shop Local Banners
  - RFP's – Project Wineland, Project Indigo, Lifetime Community Partnership Project
  - UDOT Accesses
  - Broker Partnerships

Goals 2015/2016

- Anthem Commercial under Construction
- Commercial Construction 13400 S / 5600 W under Construction
- Towne Center Businesses
- Flex Space / Rockwell Landing under Construction
- Timeline SLCC / Utah State Building
- CDA Adopted by all Entities
- Ongoing Broker Partnerships
- EDCUtah RFP's (Ongoing)
- Update Economic Development Web Page
- ICSC Participation

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Economic Development</b>								
81001	Salaries & Wages	51,434	26,710	33,033	26,787	46,000	50,000	102,000
81002	Payroll Burden	19,819	13,815	18,126	13,327	24,500	25,750	51,000
81006	Subscriptions/Memberships/Dues	10,769	8,400	8,795	8,855	9,300	9,300	11,350
81012	Training	999	3,339	20	735	700	735	500
81015	Travel & Accomodations	3,891	2,869	5,525	2,381	7,240	7,240	9,305
81018	Fuel	53	-	-	-	-	-	-
81021	Repairs & Maintenance - Auto	-	-	-	25	-	-	-
81045	Economic Development Relations	1,143	774	690	1,459	1,500	1,500	1,500
81135	Education/Community Promotion	7,758	381	3,809	2,478	5,000	750	20,000
81138	Consulting Studies	-	13,360	4,635	19,289	93,000	91,000	22,500
81141	Anthem CDA	-	-	-	6,200	7,000	7,000	5,000
81210	Public Relations	12,382	180	135	-	-	990	-
81221	Conferences & Conventions	3,664	4,786	4,713	6,490	4,880	4,880	6,790
81222	Economic Development Marketing	19,984	13,027	16,828	15,713	18,500	18,500	5,000
81223	Econ Dev-Materials & Supplies	-	150	-	1,256	-	1,256	-
81350	Incentives	10,000	-	-	-	-	-	-
		141,896	87,792	96,309	104,994	217,620	218,901	234,945

## ENGINEERING

### Mission

**The Herriman City Engineering Department is dedicated to providing professional, well-organized, and cost-effective municipal engineering services to the community of Herriman, as well as other departments of the City. Our efforts are focused on providing a high level of expertise for designing/planning, advising, administering, and overseeing all public works improvements and development projects. Our goal is to provide these services within the project budget and timeframe required while protecting the public health, safety, and welfare of the Citizens of Herriman.**

### Department Description

The Engineering Department is responsible for providing services for both capital and development projects. Services provided for capital projects include:

- Short and long range master planning
- Modeling of storm drain, transportation and water systems
- Development of engineering design drawings and specifications
- Contract administration
- Project management
- Construction inspection

Much of the design work for capital projects is conducted in-house. Specialty services such as geotechnical investigations, traffic impact studies, and surveying are completed through contract services. Other services provided by the department for site development include:

- Site planning and advising
- Plan review
- Culinary and secondary water and storm drain system modeling
- Public works inspection
- Determination, collection, and management of applicable impact fees and bonding

Engineering staff continually seeks out and applies for funding opportunities from outside sources including local, state, and federal grants to help fund capital projects. In 2016 the department received approval from the Wasatch Front Regional Council for funding of over \$2 million for the future construction of Herriman Parkway from 6400 West to the western edge of the City boundary and installation of bike lanes along 5600 West and 13400 South.

Goals are set annually and completion of tasks is closely monitored. Below is a list of the current goals and accomplishments of the past year for the engineering department.

### *Past Year Accomplishments*

- Design of traffic signal at 5200 West 13400 South
- Begun construction on the extension of Herriman Parkway from 6000 West to 6400 West
- Construction of 7530 West Roadway Project
- Design of new waterline along future 6400 West from Main Street to Herriman Parkway
- Reviewed 126 sets of development plans (as of April 7, 2016)
- In-house public works inspection of all development projects within the City
- In-house traffic signal and four-way stop warrant studies at various intersections

### *Current Goals*

- Continue to provide exceptional development review and public works inspection services
- Continue to seek for project funding opportunities
- Continue to design and construct urban trails within the City
- Design and construct Main Street from Anthem Park Boulevard to Herriman Parkway
- Construct traffic signals on 13400 South at 5200 West and 6400 West

Increases in employment costs are included for training, travel/accommodations, and license renewals. The increase in training costs is due to more employees needing to obtain continuing education units in order to maintain certifications from the previous year. Travel and accommodations costs increased because of the increase in conferences and trainings that need to be attended. License renewals increased significantly from last year because professional engineering licenses require renewal every-other year and all must be renewed by April of 2017.

Other notable changes in the engineering budget are:

- Increase of 67% for auto maintenance. This increase is due to the need for new tires on the inspector's vehicles before the winter
- Increase in capital outlay of 23% to purchase new computers and an iPad for several staff members whose computers no longer function with some software due to the age of the machine.
- Decrease of 29% for general supplies. Less need for equipment since some needs were fulfilled in the previous year.
- Decrease of 10% in the engineer contract budget. It is anticipated that much of this budget amount will be used for contracts services to aid with public works inspection due to the number of projects in construction.
  - There may be a need in the future to hire an additional inspector but with the volatility of the construction and housing market it is best to fill in with consulting services for now.
- The studies budget was reduced by 50% because the FY 2015 budget will only be half expended. The remaining balance needs to be carried over to complete the study that is currently underway, which is the engineering standards update.
- There is a request for a part-time intern to help the department with general needs including plan review, design, filing, and completing bond estimates.

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	Proposed Budget
<b>Engineering</b>								
82001	Salaries & Wages	422,682	401,831	479,888	375,630	438,000	440,000	471,500
82002	Payroll Burden	221,417	188,546	223,229	176,049	227,600	220,000	234,000
82003	Overtime	-	-	2,631	5,811	1,750	1,000	1,750
82005	Subscription & Membership	1,496	1,528	790	1,694	2,900	2,900	3,165
82009	Filing Fees	35	90	-	-	-	-	-
82011	Licenses & Certifications	-	235	73	425	450	450	1,295
82012	Seminars & Training	2,299	1,444	2,985	2,539	4,885	4,000	5,970
82015	Travel & Accomodation	1,004	1,460	2,639	1,396	3,400	2,200	3,000
82018	Fuel & Oil	4,774	5,371	3,981	2,431	5,000	5,000	5,000
82021	Repairs & Maintenance -Auto	2,053	3,357	874	560	1,800	1,800	3,000
82027	Office Supplies	29	12	1,035	467	-	-	-
82030	General Supplies	674	560	-	-	1,400	1,400	1,000
82045	Employee Relations	453	404	420	466	600	500	500
82056	Cell Phone Expense	-	-	-	3,150	5,356	5,356	5,356
82063	Vehicle Lease	-	-	55,604	17,937	17,937	17,937	18,062
82064	Vehicle Insurance	1,050	719	1,100	989	1,155	1,155	1,155
82066	Clothing & Uniforms	938	901	807	368	900	900	900
82320	Engineer - Contract	22,137	58,538	67,347	31,574	30,000	50,000	45,000
82327	7530 W Design	34,590	25,378	-	-	-	-	-
82540	Capital Outlay	700	-	-	7,270	4,175	7,300	9,000
82545	Feasability Study/Prelim Design	-	5,286	-	-	-	-	-
82546	Sudies	-	19,715	42,601	-	40,000	-	40,000
		716,330	715,375	886,004	628,754	787,308	761,898	849,653

**GEOGRAPHICAL INFORMATION SYSTEMS**

1. **Mission:** Herriman GIS department provides detailed and accurate information on assets in the city to Mayor/council, management, departments, consultants and public in the form of maps, reports and statistical analysis. We work closely with all departments in tracking new assets and collecting additional data needed on existing ones.
2. **Goals and Seminars:** We will continue to work on improving skills and product provided through training and seminars. The ESRI and UGIC conferences are critical to understanding the direction of the industry and provides training opportunities. The UGIC conference is scheduled after the budget year begins and is difficult to know the exact costs involved with this conference.
3. **Employees:** I have two full time Tech II's and have the need for part time interns. The greatest need is in the summer months when data collection is at its highest rate and then some minimal time all year long. I have reduced the amount of time an intern is needed as we are catching up on some of the major data collections needed.
4. **Training:** The training budget has been reduced as we have gone with an ELA agreement with ESRI that includes training credits for the department.
5. **Auto:** Fuel usage has not been as great as anticipated because of the fuel economy of the new vehicle. Maintenance will remain the same.
6. **Repairs and Maintenance:** Because of the cost of the GPS and plotter equipment this amount needs to stay the same.
7. **General Supplies:** Cost has gone down as we have analyzed needs from previous years.
8. **Capital Outlay:** This cost is for spring and fall aerals. In previous consortium agreements with other entities the cost of the aerals has been less but we have had poor delivery times or insufficient product return for our investments. We can insure an accurate, good quality and timely product by contracting with a vendor directly.

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>GIS</b>								
84001	Salaries & Wages	-	-	158,501	119,808	199,140	182,000	196,000
84002	Payroll Burden	-	-	87,040	61,772	94,000	95,000	100,000
84012	Seminars & Training	-	-	44	3	4,200	3,000	3,000
84015	Travel & Accomodations	-	-	667	1,963	3,100	2,500	3,100
84018	Fuel	-	-	249	519	1,400	1,000	1,000
84021	Repairs & Maintenance -Auto	-	-	175	58	500	500	500
84024	Repairs & Maintenance -Equip	-	-	5,059	1,128	8,000	3,000	8,000
84030	General Supplies	-	-	3,994	2,195	4,365	1,365	3,500
84045	Employee Relations	-	-	92	47	350	350	350
84056	Cell Phone Expense	-	-	-	1,587	2,149	2,149	2,149
84063	Vehicle Lease	-	-	-	8,969	8,969	8,969	8,969
84064	Vehicle Insurance	-	-	-	330	385	330	330
84066	Clothing & Uniforms	-	-	139	506	830	830	830
84466	Capital Outlay	-	-	-	6,968	17,500	27,050	14,000
		-	-	255,960	205,853	344,888	328,043	341,728

## **PLANNING DEPARTMENT**

### **Mission**

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

### **Goals and Objectives**

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

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

### **Accomplishments for 2015-2016**

- Reviewed and approved several new and ongoing projects:
  - Miller Crossing pod 4, 5, 6, and 8
  - Rosecrest Plat Z, Plat S, Shadow Run South, and Eagle View
  - Herriman Corners Retail
  - Herriman Towne Center, including residential, commercial, and City Hall
- Created or amended several zoning ordinances, including: Family Food Production, Fencing, Single Family design criteria, and Density criteria
- Completed the Dansie Annexation
- Implemented the Urban Deer Mitigation Program

### **Goals for 2016-2017**

- Amend several zoning ordinances, including: signs, parking, and accessory buildings.
- On-Going projects: Anthem, Herriman Towne Center, Rosecrest, Creek Ridge, and Miller Crossing
- Amend the 2025 General Plan to add the Dansie Annexation and make other changes.
- Continue to work with the Economic Development Department in promoting various commercial opportunities.
- Complete an amended Parks Master Plan to add the Dansie Annexation area.
- Review all development applications in a timely manner

### **Budget for next year includes:**

- Hiring a part time Community Development Intern and allocating 100% of the Senior Planner salary to the Economic Development Budget.
- The Planner I position will be increased from a 30 hour position to a full time, 40 hour position.
- A new computer for the City Planner.
- Attending the National American Planning Association Conference.

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Planning &amp; Development</b>								
85001	Salaries & Wages	199,643	184,201	249,377	181,562	255,900	235,000	230,000
85002	Payroll Burden	101,484	98,684	127,938	95,211	127,631	127,000	125,000
85004	Overtime	-	886	-	303	-	500	1,500
85006	Subscriptions/Membership/Dues	827	1,605	813	1,080	2,000	1,000	1,200
85012	Seminars & Training	2,915	1,928	4,652	1,214	3,300	3,000	5,700
85015	Travel & Accomodations	4,804	1,182	9,667	345	3,000	2,000	12,100
85018	Fuel	1,616	1,785	927	711	2,100	1,500	2,000
85021	Repair & Maintenance - Auto	567	151	579	362	1,500	1,500	1,500
85027	Office Supplies	45	72	-	-	-	-	-
85030	General Supplies	316	318	271	116	500	500	500
85045	Employee Relations	812	1,110	679	506	825	700	900
85056	Cell Phone Expense	-	-	-	2,428	2,716	2,300	2,300
	Vehicle Lease	-	-	-	-	-	-	42,066
85064	Vehicle Insurance	350	359	359	330	385	330	385
85085	Clothing & Uniforms	198	303	345	160	380	380	380
85145	Advanced Planning	13,354	56,298	7,322	-	10,000	10,000	15,000
85155	Abatements	-	9,460	48	1,721	15,000	10,000	10,000
85740	Capital Outlay	-	9,460	48	1,721	15,000	10,000	10,000
		<u>326,931</u>	<u>367,802</u>	<u>403,025</u>	<u>287,771</u>	<u>440,237</u>	<u>405,710</u>	<u>460,531</u>
32350	Zoning Land Use Fees	92,194	71,558	109,087	101,923	101,004	150,018	154,658
32563	Annexation Fees	-	800	800	-	800	800	800
		<u>92,194</u>	<u>72,358</u>	<u>109,887</u>	<u>101,923</u>	<u>101,804</u>	<u>150,818</u>	<u>155,458</u>

**IMPACT FEES**

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

**PARKS IMPACT FEE FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>PARKS IMPACT FEES FUND</b>								
36100	Interest Earnings	377	610	-	2,790	200	2,500	2,500
31221	Parks Impact Fees	850,179	923,588	882,485	3,297,462	2,541,400	3,500,000	1,500,000
31222	Parks Impact Fees HTC	-	-	-	80,173	-	80,173	-
	Parks Impact Fee Wasatch	-	-	-	-	-	-	250,000
31510	Proceeds Sale of Property	-	(2,800)	-	-	-	-	-
90913	Proceeds of Long Term Note	-	562,500	-	-	-	-	-
		850,556	1,483,898	882,485	3,380,425	2,541,600	3,582,673	1,752,500
47001	In-House Design	2,059	772	4,358	4,351	-	4,351	-
47010	Butterfield Park Improvements	-	105,658	25,972	-	-	-	-
47314	Midas Annexation Park	-	-	-	-	200,000	-	-
47558	Park Master Plan Study	-	48,234	24,953	-	-	-	-
47562	Baseball Field	-	57,174	-	-	-	-	-
47586	Entry Park	-	667,630	75,000	(164)	-	-	-
47592	Blackridge Improvements	590,872	85,383	979	-	-	-	-
47600	Asphalt Trails	144,845	64,946	317,149	-	-	-	-
47902	Reimbursement Yukon Park	-	-	-	90,000	-	90,000	10,000
	Prairie Oaks	-	-	-	-	-	127,349	-
	Wasatch Development	-	-	-	-	-	-	250,000
90312	Principle	-	140,625	140,625	281,250	140,625	140,625	140,625
90205	Transfers to Capital Projects	-	-	-	1,600,894	-	1,600,894	-
4890	Budgeted Increase In Fund Balance	-	-	-	-	559,575	-	-
		737,775	1,170,422	589,036	1,976,331	900,200	1,963,219	400,625
Net Revenue Over Expenditures		112,781	313,476	293,449	1,404,094	1,641,400	1,619,455	1,351,875
Beginning Fund Balance		406,656	519,437	832,913	1,126,362	1,126,362	1,126,362	2,745,817
Net Revenue Over (Under) Expenditures		112,781	313,476	293,449	1,404,094	1,641,400	1,619,455	1,351,875
Ending Fund Balance		519,437	832,913	1,126,362	2,530,456	2,767,762	2,745,817	4,097,692

**STREET IMPACT FEE FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>STREET IMPACT FEES FUND</b>								
36100	Interest Earnings	1,003	1,623	-	1,770	800	800	800
33221	Street Impact Fees	763,257	799,407	1,393,192	2,706,939	2,750,000	3,000,000	2,000,000
	RDM	-	-	-	-	-	-	96,000
		<u>764,260</u>	<u>801,030</u>	<u>1,393,192</u>	<u>2,708,709</u>	<u>2,750,800</u>	<u>3,000,800</u>	<u>2,096,800</u>
48707	Reimburse Anthem	-	-	551,957	46,200	-	198,450	-
49205	Anthem Park Blvd/Freedom Park	-	-	-	2,300	220,000	220,000	-
49210	Main St/High Country Road Traffic Stuc	-	-	-	-	15,000	15,000	-
49320	Traffic Signals Installation	-	39,324	20,689	4,518	160,000	160,000	-
49331	5600 W Design Construction	27,459	-	15,419	-	-	-	-
49332	5600 W Match	120,086	9,669	-	-	-	-	-
49333	JSD Reimb/Jr High	315,000	-	-	-	-	-	-
49350	Master Planning Transportation	12,018	61,431	14,852	10,037	50,000	50,000	-
49413	6600 West	-	-	125,000	125,000	125,000	125,000	125,000
	6600 West RDM	-	-	-	-	-	-	150,000
49701	O/S Reimb - Cove @ Herr Spring	52,500	(52,500)	140,700	46,200	-	-	-
49705	O/S Reimb - Blackhawk	48,300	-	44,100	-	-	-	-
49706	O/S Reimb - Desert Creek	8,760	-	-	-	-	-	-
49707	O/S Reimb - Valley View	118,000	121,609	-	-	-	-	-
49708	O/S Reimb - Western Creek	132,000	-	-	-	-	-	-
49709	O/S Reimb - Rose Canyon Rd	251	-	-	-	-	-	-
49710	O/S Reimb - The Bluffs	2,835	-	-	-	-	-	-
49711	O/S Reimb - Whispering Pines	-	33,205	-	-	-	-	-
49712	O/S Reimb - Thompson Place	-	6,519	11,176	-	-	-	-
	Reimburse Wasatch	-	-	-	-	-	300,000	600,000
	Reimbursement Antelope Meadows	-	-	-	-	-	-	48,791
	Reimburse Prairie Oaks	-	-	-	-	-	-	18,142
	Reimburse Silvers Bowles	-	-	-	-	-	-	4,800
49713	Reimburse King's Ranch Development	-	-	-	46,900	-	-	46,900
49901	Transfer to Debt Service	231,952	294,723	390,303	-	391,808	391,808	880,000
49903	Transfer to the Street Light Fund	63,000	-	-	-	-	-	-
49902	Transfer to Capital Projects	-	-	-	1,400,000	-	1,800,000	-
49999	Budgeted Increase in Fund Balance	-	-	-	-	418,992	-	-
		<u>1,132,161</u>	<u>513,980</u>	<u>1,314,196</u>	<u>1,681,155</u>	<u>1,380,800</u>	<u>3,260,258</u>	<u>1,873,633</u>
Net Revenue Over Expenditures		<u>(367,901)</u>	<u>287,050</u>	<u>78,996</u>	<u>1,027,554</u>	<u>1,370,000</u>	<u>(259,458)</u>	<u>223,167</u>
Beginning Fund Balance		367,933	32	287,082	366,078	366,078	366,078	106,620
Net Revenue Over (Under) Expenditures		<u>(367,901)</u>	<u>287,050</u>	<u>78,996</u>	<u>1,027,554</u>	<u>1,370,000</u>	<u>(259,458)</u>	<u>223,167</u>
Ending Fund Balance		32	287,082	366,078	1,393,632	1,736,078	106,620	329,787

**STORM DRAN IMPACT FEE FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Storm Drain</b>								
36100	Interest Earnings	2,415	340	-	170	200	200	200
37700	Storm Drain Impact Fees	314,829	488,961	390,769	515,386	285,000	450,000	450,000
39000	Appropriation Unapp Fund Bal	-	-	-	-	-	-	-
		<u>317,245</u>	<u>489,301</u>	<u>390,769</u>	<u>515,556</u>	<u>285,200</u>	<u>450,200</u>	<u>450,200</u>
48305	Master Planned Projects	8,997	2,655	1,350	1,200	-	1,200	-
48306	CFFP/FFP Studies	-	2,857	-	-	-	-	-
48329	GINA Road Storm Drain	-	-	6,476	-	-	-	-
48336	13400 S 5600 W Storm Drain Tie In	66,722	-	-	-	-	-	-
48340	Lomar- Cove @ Herriman Springs	13,326	3,320	3,568	-	-	-	-
48350	Master Planning Storm Drain	(1)	-	1,554	-	20,000	20,000	50,000
48359	13400 S Storm Drain	-	482,751	-	-	-	-	-
48702	Reimburse Desert Creek	32,115	-	-	-	-	-	-
48704	Reimburse Western Creek	9,946	-	-	-	-	-	-
78705	Reimburse The Bluffs	6,278	-	-	-	-	-	15,000
48706	Reimburse Ft Herriman Cove	-	-	35,356	-	-	-	-
48707	Reimburse Rosecrest	-	-	-	37,186	37,200	37,186	-
48900	Reimburse Towne Center	-	-	-	-	80,000	-	-
49713	Reimburse Anthem	-	-	82,712	61,507	-	66,835	-
	Reimburse Wasatch	-	-	-	-	-	-	200,000
	Prairie Oaks	-	-	-	-	-	-	25,114
	Transfer to Capital Projects	-	-	-	-	300,000	600,000	-
4920	Budgeted Increase in Fund Balance	-	-	-	-	185,200	-	-
		<u>137,383</u>	<u>491,583</u>	<u>131,016</u>	<u>99,893</u>	<u>622,400</u>	<u>725,221</u>	<u>290,114</u>
Net Revenue Over Expenditures		<u>179,862</u>	<u>(2,282)</u>	<u>259,753</u>	<u>415,663</u>	<u>(337,200)</u>	<u>(275,021)</u>	<u>160,086</u>
Beginning Fund Balance		56,129	235,990	233,708	493,461	493,461	493,461	218,440
Net Revenue Over (Under) Expenditures		<u>179,862</u>	<u>(2,282)</u>	<u>259,753</u>	<u>415,663</u>	<u>(337,200)</u>	<u>(275,021)</u>	<u>160,086</u>
Ending Fund Balance		<u>235,990</u>	<u>233,708</u>	<u>493,461</u>	<u>909,124</u>	<u>156,261</u>	<u>218,440</u>	<u>378,526</u>

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

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

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

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

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

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

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

**STREET LIGHT FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>New Development Street Lights</b>								
33221	Street Light Revenue	167,945	418,250	483,100	381,975	550,000	450,000	450,000
39500	Transfer from General Fund	1,000	-	50,000	-	-	-	-
39501	Transfer from Road Impact Fund	62,000	-	-	-	-	-	-
		<u>230,945</u>	<u>418,250</u>	<u>533,100</u>	<u>381,975</u>	<u>550,000</u>	<u>450,000</u>	<u>450,000</u>
49001	Salaries & Wages	5,212	-	-	-	-	-	-
49002	Payroll Burden	3,418	-	-	-	-	-	-
49170	New Development Inventory	260,156	223,250	642,021	183,730	550,000	450,000	450,000
49171	New Connection Fees	-	-	4,115	1,932	-	2,500	2,500
49175	Consulting Fees	12,000	12,000	11,000	8,000	-	12,000	-
49900	Budgeted Increase in Fund Balance	-	-	-	-	-	-	-
		<u>280,786</u>	<u>235,250</u>	<u>657,136</u>	<u>193,662</u>	<u>550,000</u>	<u>464,500</u>	<u>452,500</u>
Net Revenue Over Expenditures		<u>(49,841)</u>	<u>183,000</u>	<u>(124,036)</u>	<u>188,313</u>	<u>-</u>	<u>(14,500)</u>	<u>(2,500)</u>
Beginning Fund Balance		50,761	920	183,921	59,885	59,885	59,885	45,385
Net Revenue Over (Under) Expenditures		<u>(49,841)</u>	<u>183,000</u>	<u>(124,036)</u>	<u>188,313</u>	<u>-</u>	<u>(14,500)</u>	<u>(2,500)</u>
Ending Fund Balance		920	183,921	59,885	248,198	59,885	45,385	42,885

**STREET SIGN FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>New Development Street Signs</b>								
33221	Street Sign Revenue	60,955	41,131	91,041	58,770	50,000	70,000	70,000
		<u>60,955</u>	<u>41,131</u>	<u>91,041</u>	<u>58,770</u>	<u>50,000</u>	<u>70,000</u>	<u>70,000</u>
49001	Salaries & Wages	1,355	962	-	-	-	-	-
49170	Sign Installation	9,585	14,416	84,058	33,760	66,000	66,000	66,000
49172	MVC Signage	12,934	-	-	-	-	-	-
4990	Budgeted Increase in Fund Balance	-	-	-	-	-	-	-
		<u>23,874</u>	<u>15,377</u>	<u>84,058</u>	<u>33,760</u>	<u>66,000</u>	<u>66,000</u>	<u>66,000</u>
Net Revenue Over Expenditures		<u>37,081</u>	<u>25,754</u>	<u>6,983</u>	<u>25,010</u>	<u>(16,000)</u>	<u>4,000</u>	<u>4,000</u>
Beginning Fund Balance		19,328	56,409	82,163	89,146	89,146	89,146	93,146
Net Revenue Over (Under) Expenditures		<u>37,081</u>	<u>25,754</u>	<u>6,983</u>	<u>25,010</u>	<u>(16,000)</u>	<u>4,000</u>	<u>4,000</u>
Ending Fund Balance		56,409	82,163	89,146	114,155	73,146	93,146	97,146

**PUBLIC SAFETY FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>PUBLIC SAFETY</b>								
36010	Revenue Public Safety	7,608	425	-	-	-	-	-
3900	Usage of Beginning Fund Balance	-	-	-	-	-	-	-
		<u>7,608</u>	<u>425</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
47021	Repairs & Maintenance - Auto	362	160	-	-	-	-	-
47030	General Supplies	-	164	992	-	-	-	-
47033	Equipment - Purchase	63,855	263	5,583	2,146	7,500	3,500	3,500
47045	Employee Relations	2,202	1,483	2,212	1,141	2,500	2,500	2,500
		<u>66,420</u>	<u>2,070</u>	<u>8,787</u>	<u>3,287</u>	<u>10,000</u>	<u>6,000</u>	<u>6,000</u>
Net Revenue Over Expenditures		<u>(58,812)</u>	<u>(1,645)</u>	<u>(8,787)</u>	<u>(3,287)</u>	<u>(10,000)</u>	<u>(6,000)</u>	<u>(6,000)</u>
Beginning Fund Balance		91,747	32,934	31,289	22,502	22,502	22,502	16,502
Net Revenue Over (Under) Expenditures		(58,812)	(1,645)	(8,787)	(3,287)	(10,000)	(6,000)	(6,000)
Ending Fund Balance		<u>32,934</u>	<u>31,289</u>	<u>22,502</u>	<u>19,215</u>	<u>12,502</u>	<u>16,502</u>	<u>10,502</u>

**HERRIMAN PARKWAY FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Herriman Parkway</b>								
33222	Revenue State of Utah	1,536,780	1,372,830	-	-	1,200,000	-	-
		<u>1,536,780</u>	<u>1,372,830</u>	<u>-</u>	<u>-</u>	<u>1,200,000</u>	<u>-</u>	<u>-</u>
49170	Right of Way Purchases	12,426	10,847	650	-	-	-	-
49172	Appraisal Fees	3,320	-	2,800	4,000	-	-	-
49174	Community College/E Juniper Crest	1,536,780	1,000,000	-	-	1,000,000	-	-
49180	Rose Canyon Study	-	-	-	-	200,000	-	-
49175	Reimbursed Road Projects	-	372,830	-	-	-	-	-
	Transfer to Capital Projects	-	-	-	-	-	29,662	-
		<u>1,552,527</u>	<u>1,383,677</u>	<u>3,450</u>	<u>4,000</u>	<u>1,200,000</u>	<u>29,662</u>	<u>-</u>
Net Revenue Over Expenditures		<u>(15,746)</u>	<u>(10,847)</u>	<u>(3,450)</u>	<u>(4,000)</u>	<u>-</u>	<u>(29,662)</u>	<u>-</u>
Beginning Fund Balance		59,705	43,959	33,112	33,112	29,662	29,662	-
Net Revenue Over (Under) Expenditures		(15,746)	(10,847)	(3,450)	(4,000)	-	(29,662)	-
Ending Fund Balance		<u>43,959</u>	<u>33,112</u>	<u>29,662</u>	<u>29,112</u>	<u>29,662</u>	<u>-</u>	<u>-</u>

**HERRIMAN CDA FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Herriman CDA</b>								
36101	Property Tax Revenue	83,973	143,662	610,795	837,062	615,000	840,000	1,000,000
3890	Usage of Beginning Fund Balance							
		<u>83,973</u>	<u>143,662</u>	<u>610,795</u>	<u>837,062</u>	<u>615,000</u>	<u>840,000</u>	<u>1,000,000</u>
4160	Transfer to Trustee	-	190,259	610,795	615,000	615,000	615,000	1,000,000
4990	Budgeted Increase in FundBalanc	-	-	-	-	-	-	-
		<u>-</u>	<u>190,259</u>	<u>610,795</u>	<u>615,000</u>	<u>615,000</u>	<u>615,000</u>	<u>1,000,000</u>
Net Revenue Over Expenditures		<u>83,973</u>	<u>(46,597)</u>	<u>-</u>	<u>222,062</u>	<u>-</u>	<u>225,000</u>	<u>-</u>
Beginning Fund Balance		-	83,973	37,376	37,376	37,376	37,376	262,376
Net Revenue Over (Under) Expenditures		83,973	(46,597)	-	222,062	-	225,000	-
Ending Fund Balance		<u>83,973</u>	<u>37,376</u>	<u>37,376</u>	<u>259,438</u>	<u>37,376</u>	<u>262,376</u>	<u>262,376</u>

**HERRIMAN TOWNE CENTER SAA**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Herriman Towne Center SAA</b>								
36200	Interest income	13,852	11,002	11,327	7,540	2,600	8,000	8000
36101	Assessment Revenue	534,040	1,174,073	1,454,060	358,681	1,460,396	500,000	500000
36110	HTC Storm Drain Impact Fees	2,367	96,415	48,106	-	66,707	66,707	70000
36111	HTC Road Impact Fees	53,550	149,050	595,942	197,451	623,307	250,000	250000
36112	HTC Water Impact Fees	64,794	119,689	626,533	-	735,109	735,109	700000
36113	HTC Park Impact Fees	51,023	72,316	497,967	6,096	512,470	512,470	500,000
36300	Fees	786,835	-	-	150	-	-	-
36310	Assessment HTC Sorenson Mgt	711,842	1,022,606	2,616	-	3,628	3,628	5,000
		<u>2,218,302</u>	<u>2,645,151</u>	<u>3,236,551</u>	<u>569,918</u>	<u>3,404,217</u>	<u>2,075,914</u>	<u>2,033,000</u>
47148	Assessment Reimbursement	123,520	57,036	61,243	267,629	1,100,000	1,100,000	1,100,000
47149	Park Impact Fees	85,725	22,860	-	20,574	405,000	405,000	405,000
47150	Storm Drain Reimbursement	-	24,721	-	64,644	322,400	322,400	322,400
47151	Road Reimbursement	-	95,850	-	145,950	500,000	500,000	500,000
47152	Water Reimbursement	118,481	58,470	-	26,904	676,000	676,000	676,000
47155	Street Lighting	934	-	-	-	-	-	-
47160	City Reimbursements	-	-	2,340	-	3,245	3,245	3,245
47163	13400 S Improvements	248,000	-	-	-	-	-	-
47165	Administrative Fee	16,339	25,645	38,121	33,163	52,861	52,861	52,861
47190	Trustee Fee	-	-	2,500	-	5,000	5,000	5,000
47195	Special Assessment Principle	1,675,000	1,035,000	1,920,000	755,000	755,000	755,000	780,000
47200	Transfers	(75,843)	(190,259)	-	-	649,818	649,818	621,980
47250	Interest	729,211	705,654	655,658	297,303	-	-	-
4990	Budgeted Increase in Fund Balance	-	-	-	-	-	-	-
		<u>2,921,367</u>	<u>1,834,978</u>	<u>2,679,862</u>	<u>1,611,167</u>	<u>4,469,324</u>	<u>4,469,324</u>	<u>4,466,486</u>
Net Revenue Over Expenditures		<u>(703,065)</u>	<u>810,173</u>	<u>556,689</u>	<u>(1,041,248)</u>	<u>(1,065,107)</u>	<u>(2,393,410)</u>	<u>(2,433,486)</u>
Beginning Fund Balance		2,367,956	1,664,891	2,475,064	3,031,753	3,031,753	3,031,753	638,343
Net Revenue Over (Under) Expenditures		(703,065)	810,173	556,689	(1,041,248)	(1,065,107)	(2,393,410)	(2,433,486)
Ending Fund Balance		<u>1,664,891</u>	<u>2,475,064</u>	<u>3,031,753</u>	<u>1,990,505</u>	<u>1,966,646</u>	<u>638,343</u>	<u>(1,795,143)</u>

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

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

## DEBT SERVICE FUND

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Debt Service</b>								
36100	Interest Income	127	115	-	301	70	85,000	85,000
	Bond Proceeds	-	-	-	-	-	6,801,714	-
38120	Transfer from General Fund	215,317	225,290	195,151	-	495,151	495,151	-
	Transfer from Road Impact							
38121	Fund	231,952	294,723	390,303	-	391,808	391,808	880,000
	Transfer from Capital							
39100	Projects	-	-	-	195,777	-	-	-
		<u>447,396</u>	<u>520,128</u>	<u>585,454</u>	<u>196,078</u>	<u>887,029</u>	<u>7,773,673</u>	<u>965,000</u>
47110	Sales Tax Bond 2008 Principle	447,269	520,013	225,000	225,000	238,750	238,750	249,167
47130	Sales Tax Bond 2008 Interest	-	-	358,656	178,229	348,209	348,209	338,109
	Sales Tax Bond 2015 Principle	-	-	-	-	-	-	725,000
	Sales Tax Bond 2015 Interest	-	-	-	-	-	-	1,111,717
		<u>447,269</u>	<u>520,013</u>	<u>583,656</u>	<u>403,229</u>	<u>586,959</u>	<u>586,959</u>	<u>2,423,993</u>
Net Revenue Over Expenditures		<u>127</u>	<u>115</u>	<u>1,798</u>	<u>(207,151)</u>	<u>300,070</u>	<u>7,186,714</u>	<u>(1,458,993)</u>
Beginning Fund Balance		242	369	484	2,282	2,282	2,282	7,188,996
Net Revenue Over (Under) Expenditures		<u>127</u>	<u>115</u>	<u>1,798</u>	<u>(207,151)</u>	<u>300,070</u>	<u>7,186,714</u>	<u>(1,458,993)</u>
Ending Fund Balance		<u>369</u>	<u>484</u>	<u>2,282</u>	<u>(204,869)</u>	<u>302,352</u>	<u>7,188,996</u>	<u>5,730,003</u>

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

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

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

**TOWNE CENTER-CITY HALL**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Towne Center</b>								
36200	Interest income	4	7	(1)	3	3	2	25,000
	Bond Proceeds	-	-	-	-	-	15,000,000	-
	Useage of Fund Balance							13,160,782
39500	Transfer from General Fund	-	-	200,000	917,916	2,625,000	2,425,000	1,314,218
		4	7	199,999	917,919	2,625,003	17,425,002	14,500,000
44100	City Hall Design	-	-	17,948	1,077,192	625,000	1,100,000	-
	City Hall	-	-	-	-	-	3,000,000	12,000,000
	Furnishings and AV	-	-	-	-	-	-	2,500,000
		-	-	17,948	1,077,192	625,000	4,100,000	14,500,000
Net Revenue Over Expenditures		4	7	182,051	(159,273)	2,000,003	13,325,002	-
Beginning Fund Balance		635	640	647	647	647	182,698	13,507,700
Net Revenue Over (Under) Expendit		4	7	182,051	(159,273)	2,000,003	13,325,002	(13,160,782)
Ending Fund Balance		640	647	182,698	(158,626)	2,000,650	13,507,700	346,918

CAPITAL PROJECTS-GENERAL

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>CAPITAL PROJECTS FUND</b>								
36099	Interest Earnings	487	949	1,131	(1,339)	-	1,700	2,000
36100	Misc Revenue	18,437	-	-	-	-	-	-
36103	Corridor Preservation	-	-	500,000	1,180,000	1,180,000	1,180,000	1,000,000
36104	ACUB Grant	-	-	-	2,697,200	2,706,360	5,617,200	3,000,000
36106	Utah Department of Transportation	-	-	-	-	1,700,000	1,700,000	-
36120	Revenue from UPD	-	-	37,939	-	-	-	-
36050	Transfer from General Fund	647,253	524,190	825,000	-	275,000	275,000	-
36052	Transfer from Road Impact Fund	-	-	-	1,400,000	-	1,800,000	-
36050	Transfer from Park Impact Fund	-	-	-	1,600,894	-	1,600,894	-
	Transfer from Storm Drain	-	-	-	-	-	400,000	-
	Transfer from Herriman Parkway	-	-	-	-	-	29,662	-
38121	Developer Agreement Revenues	-	120,000	241,468	-	4,200,000	-	-
	Bond Proceeds	-	-	-	-	-	8,000,000	-
3900	Usage of Beginning Fund Balance	-	-	-	-	195,000	-	-
		666,177	645,139	1,605,538	6,876,755	10,256,360	20,604,456	4,002,000
47361	Traffic Signals	684	1,421	151,453	-	-	-	-
47362	Signal 5600 W & Herriman Parkway	56,692	-	-	-	-	-	-
47415	Mtn View Corridor Betterments	13,399	-	-	-	-	-	-
47501	Transfer to Debt Service	-	-	-	195,777	-	195,777	-
47512	Porter Rockwell Project	16,354	5,845	-	-	-	-	-
47513	Lafayette Precast Wall	75,952	-	-	-	-	-	-
47520	River Chase Road	1,140	-	-	-	-	-	-
47522	Legacy Blvd Sidewalk	6,426	-	-	-	-	-	-
47523	Signage Mountain View Corridor	-	-	180,118	-	-	-	-
47528	Herriman Parkway	134,710	-	-	11,523	-	3,000,000	-
47533	5600 West	26,162	528,000	664,174	20,000	20,000	20,000	-
47534	Safe Walking Routes	14,800	238,848	-	-	-	-	-
47536	UTA Studies	-	62,500	-	-	-	-	-
47541	13200 South	-	-	-	-	-	-	-
47549	Road Improvements	-	-	1,337	-	-	-	-
47553	UPD Office Remodel	-	-	37,939	86	-	86	-
47554	Creek Ridge Annexation	-	-	-	-	-	-	-
47557	Property Acquisition	-	-	250,000	9,675,879	10,353,744	12,588,579	4,000,000
47562	Towne Center Expenses	10,386	-	-	-	-	-	-
47562	13400 S Overlay	237,501	114,550	-	-	-	-	-
47563	Butterfield Park Secondary	(749)	-	-	-	-	-	-
47565	11800 S Widening	-	56,125	-	-	-	-	-
47570	Legacy Open Space/Detention Prop	-	32,685	875	-	-	-	-
47571	Property Purchase-Bobcat Dr Microw	-	124,057	-	-	-	-	-
47572	7530 West Improvements	-	-	62,710	685,366	785,000	785,000	-
47573	6600 West Construction	-	-	3,500	-	-	-	-
4890	Increase in Fund Balance	-	-	-	-	-	-	-
		593,457	1,164,031	1,352,106	10,588,631	11,158,744	16,589,442	4,000,000
Net Revenue Over Expenditures		72,720	(518,893)	253,432	(3,711,876)	(902,384)	4,015,014	2,000

## ENTERPRISE FUND

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

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

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

### HERRIMAN CITY MUNICIPAL WATER DEPARTMENT

#### Mission

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

#### Organization of Department

Our department currently employs 11 full time and 2 seasonal employees, all of which take great pride in the services they provide to our residents. We are privileged to have a high quality work force.

#### Full Time Employees

Justun Edwards- Director	Mike Johnson- Operator III/Water Quality
Danette Markus- Administrative Coordinator	Austin Crane- Operator III
Luke Sieverts- Manager	Jordan Petersen- Operator II
Rhett Walker- Foreman	Chris Connor- Operator II
Mark Tolbert- Lead/Secondary Inspector	Nick Morris- Operator I Entry Level
Keith Hunter- Lead	

#### Department Objectives

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

**Department Accomplishments**

- Design Zone 2 North 5MG water tank
- Began construction of Zone 2 North 5MG water tank
- Design & Construct 4000 West Secondary Irrigation Pump Station
- Completed construction and put into production the Stillman Well
- Designed and constructed a 300,000 gallon water tank for Hi-Country II
- Delivered +/- 1,798,045,818 gallons of drinking water & +/-136,176,339 gallons of secondary irrigation water
- Supplied water to approximately 7,100 culinary & 700 secondary water connections
- Completed 1,931 work orders and service requests
- Received approximately 6,000 bluestake requests
- Our Department also has the responsibility of operating and maintaining two additional water systems owned by HOA's



**Department Goals**

- Complete construction of 5MG water tank
- Construct 7500' of 16" distribution pipeline from 5MG water tank & connect to distribution system
- Design and begin construction of South Herriman water infrastructure
- Upgrade aging infrastructure within the historic areas of Herriman
- Expand secondary water service areas
- Redevelop Tuscany well to be utilized in the secondary irrigation system

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

**Staffing**

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

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>WATER FUND</b>								
<b>Income From Operations</b>								
37100	Water Sales	5,268,440	5,302,455	5,902,799	5,315,833	6,602,783	6,602,783	6,866,894
37110	Secondary Water Sales	125,346	265,687	336,986	394,265	312,000	312,000	324,480
37120	Penalties	38,810	47,494	44,862	50,652	41,600	41,600	43,264
37150	Hydrant Construction Water Sales	20,071	9,646	22,631	29,582	26,000	26,000	27,040
37152	Residential Const Water Sales	64,281	68,691	87,639	89,549	78,000	78,000	81,120
37170	Hi country I Water Sales	926	3,122	-	-	-	-	-
37175	Hi country II Water Sales	(926)	(3,122)	-	-	-	-	-
37180	Water Reconnect Fees	32,759	30,243	34,227	25,400	31,200	31,200	32,448
37200	Connection Fees	165,023	182,650	236,633	237,362	182,000	182,000	189,280
37550	Meter Rental	9,602	9,575	32,304	18,620	36,400	36,400	37,856
37610	Jumper Fines	393	45	-	-	-	-	-
37612	Damage Reimbursements	7,741	13,392	16,917	30,722	10,000	10,000	10,400
37613	Return Check Charge	555	-	-	-	250	250	260
		<u>5,733,022</u>	<u>5,929,877</u>	<u>6,714,998</u>	<u>6,191,985</u>	<u>7,320,233</u>	<u>7,320,233</u>	<u>7,613,042</u>
<b>Administration</b>								
80001	Salaries & Wages	206,390	188,823	174,096	135,076	155,000	155,000	175,000
80002	Payroll Burden	93,447	88,857	55,637	67,385	83,000	83,000	90,000
80003	Overtime	496	1,258	87	452	-	-	500
80006	Subscriptions & Memberships	135	3,197	5,849	5,421	3,500	3,500	6,000
80009	Dues, Licenses & Certifications		1,750	390	2,250	-	-	2,250
80012	Seminars & Training	4,905	5,965	5,135	4,974	9,000	9,000	7,500
80015	Travel & Accomodations	1,853	2,658	4,370	1,605	2,500	2,500	3,500
80018	Fuel	2,321	312	850	437	1,200	1,200	1,000
80021	Repairs & Maintenance - Auto	1,060	(2,002)	362	168	1,500	1,500	1,500
80024	Repairs & Maintenance - Equipmnet		(606)	-	-	-	-	-
80027	Computers and Tech	3,515	64	(300)	1,177	3,000	3,000	7,500
80030	General Supplies	50	152	1,427	896	2,500	2,500	2,000
80033	Equipment Purchase	780	-	-	-	-	-	-
80036	Tool - Purchase		1,150	21,981	466	-	-	-
80039	Printing	11,640	12,849	12,384	9,008	12,000	12,000	14,500
80045	Employee Relations	5,110	584	741	394	800	800	800
80048	Attorney Fees	87,463	79,219	-	42	80,000	80,000	-
80058	Postage & Shipping	25,123	27,331	29,830	20,896	32,000	32,000	36,000
80061	Contracted/Technical Service	31,090	28,896	35,231	11,454	45,000	45,000	66,000
80064	Vehicle Insurance	350	350	366	490	400	400	400
80065	Facility/Bldg Insurance	15,096	18,122	16,000	15,748	20,000	20,000	20,000
80190	Bank Charges	44,852	32,734	38,025	1,450	60,000	60,000	-
80220	Public Notices	13,664	11,293	12,900	-	10,000	10,000	14,500
80225	Cell Phone/Radio Expense	10,041	5,694	13,998	11,159	16,600	16,600	18,500
80245	Property Tax	24,592	-	9,508	-	-	-	-
80312	Professional & Technical	-	500	-	-	-	-	-
80410	Liability Insurance	31,000	30,000	7,337	-	8,000	8,000	8,000
80415	Water Share Assessment	7,001	3,790	16,591	17,272	22,500	22,500	20,000
80462	Software Annual Licensing	14,787	14,704	3,046	1,907	17,500	17,500	26,450
80500	Depreciation	2,046,963	2,281,433	2,408,615	643,513	2,330,000	2,330,000	2,330,000
80550	Bad Debt Expense	8,846	(5,487)	(3,169)	(1,778)	5,000	5,000	1,000
80650	CO Tank Improvements	-	-	-	-	10,000	10,000	25,000
80730	Water	-	-	10,312	1,115	1,000	1,000	4,800
80795	East Herriman Water Project	176,662	(0)	-	1,822	-	-	-
80797	HTC Well	-	55,610	555	562,107	-	-	-
80798	4000 W Secondary P.S.	-	-	-	386,731	-	-	-
80814	Zone II North Tank	-	-	-	1,681,070	1,500,000	1,500,000	130,000
80815	11800 S 6000 W Water Line	-	-	-	26,423	-	-	-
80905	Administrative - General Fund	-	-	535,126	206,760	444,500	444,500	450,000
		<u>2,869,232</u>	<u>2,889,200</u>	<u>3,417,280</u>	<u>3,817,888</u>	<u>4,876,500</u>	<u>4,876,500</u>	<u>3,462,700</u>

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Maintenance</b>								
81001	Salaries & Wages	319,315	303,393	346,778	285,934	445,000	445,000	415,000
81002	Payroll Burden	172,050	174,012	155,031	149,172	217,500	217,500	238,000
81003	On Call/Overtime	11,641	26,544	8,659	7,911	18,000	18,000	25,000
81010	Safety	880	1,451	2,428	682	3,500	3,500	8,000
81018	Fuel	29,374	40,140	23,453	17,318	32,000	32,000	35,000
81021	Repairs & Maintenance - Auto	4,677	7,631	8,446	10,655	15,500	15,500	16,500
81024	Repairs & Maintenance - Equipmnet	13,694	2,126	11,635	10,002	23,500	23,500	28,300
81030	General Supplies	20,660	586	1,928	779	5,000	5,000	7,000
81033	Equipment Purchase	8,366	7,627	10,213	2,746	24,000	24,000	27,000
81036	Tool Purchase	5,458	10,372	6,193	7,497	6,500	6,500	15,000
81045	Employee Relations	260	953	170	389	750	750	750
81051	Utilities Electric	349,758	339,457	454,859	363,830	590,000	590,000	590,000
81052	Utilities Natural Gas	1,232	1,917	282	690	2,000	2,000	2,000
81055	Utilities Telephone	406	-	-	-	-	-	-
81063	Vehicle Lease	-	-	3,215	144	78,924	78,924	65,000
81064	Vehicle Insurance	3,570	4,494	3,526	3,874	4,526	4,526	5,500
81065	Equipment Insurance	850	-	-	-	1,400	1,400	1,300
81066	Clothing & Uniforms	5,228	4,807	4,798	4,750	6,530	6,530	7,200
81260	Equip Lease Backhoe	14,000	14,000	14,663	7,000	14,000	14,000	14,000
81262	Bldg/Grounds/Supplies/Maintenanc	7,122	17,077	37,136	8,731	30,000	30,000	30,000
81300	Meter Repair and Replacement	14,777	32,860	41,570	6,206	49,000	49,000	54,000
81305	Meters New	109,840	176,074	139,797	137,379	150,000	150,000	245,000
81310	Meters Hydrants	(985)	3,517	2,016	-	2,500	2,500	5,000
81420	Purchase Water (JVVCD)	1,894,883	1,920,177	1,173,768	1,194,126	1,500,000	1,500,000	1,700,000
81470	New Service Connections	6,043	16,250	11,116	-	13,000	13,000	10,000
81475	Road/Right of Way Repair	203	11,010	1,354	414	12,500	12,500	11,000
81476	Repairs Distribution	21,749	47,918	12,829	76,121	70,000	70,000	90,000
81477	Repairs Service	13,122	22,804	19,908	4,127	22,000	22,000	22,000
81478	Repairs Sources	51,936	30,277	25,923	9,397	70,000	70,000	70,000
81481	Repairs Secondary	12,946	-	-	-	-	-	-
81490	Chemicals & Testing	37,600	18,038	10,669	9,362	19,000	19,000	19,000
81495	Backflow Program	2,514	-	-	-	2,000	2,000	2,000
81498	Chemical Injection	35,434	13,007	13,287	6,662	12,500	12,500	14,200
81500	Chlorine	8,182	7,909	7,387	5,828	17,425	17,425	17,425
81505	Flouride	2,120	2,120	4,894	-	5,000	5,000	6,000
81740	CO Equipment	-	-	11,698	35,744	32,000	32,000	25,000
81790	Capital Replacement Fund	-	-	-	-	150,000	150,000	150,000
81800	CO Scada Integration	8,991	21,172	17,042	9,470	32,000	32,000	28,000
		<b>3,187,893</b>	<b>3,279,718</b>	<b>2,586,671</b>	<b>2,376,940</b>	<b>3,677,555</b>	<b>3,677,555</b>	<b>3,999,175</b>
<b>Blue Stake</b>								
82001	Salaries & Wages	24,890	15,546	36,202	32,117	37,500	37,500	42,000
82002	Payroll Burden	10,067	9,013	15,754	20,380	20,000	20,000	22,000
82003	On Call/Overtime	-	-	-	-	1,500	1,500	2,000
82018	Fuel	4,406	3,162	2,137	1,673	3,500	3,500	2,500
82021	Repairs & Maintenance - Auto	908	733	2,060	3,339	2,000	2,000	1,500
82030	General Supplies	272	1,583	388	459	7,000	7,000	1,500
82063	Vehicle Lease	-	-	-	3	-	-	-
82064	Vehicle Insurance	405	-	405	385	450	450	385
82120	Blue Stakes - Nortification	4,699	5,261	5,872	3,692	5,000	5,000	7,200
82250	Equipment-Supplies & Maintenance	-	-	23	273	-	-	-
		<b>45,648</b>	<b>35,298</b>	<b>62,841</b>	<b>62,321</b>	<b>76,950</b>	<b>76,950</b>	<b>79,085</b>

Herriman City Budget  
the Year Ending Jun 30, 2017

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Secondary Water</b>								
84001	Salares & Wages	26,435	47,469	39,961	33,757	50,000	50,000	50,000
84002	Payroll Burden	17,167	30,423	15,677	17,152	27,500	27,500	27,500
84030	General Supplies	1,361	-	-	1,039	-	-	-
84051	Utilities Electric	1,412	4,325	21,497	65,843	60,000	90,000	105,000
84262	Bldg & Grounds Maintenance		5,006	755	11,124	20,000	20,000	20,000
84305	Meters New	51,537	73,337	70,549	10,616	87,500	87,500	150,000
84420	Purchase Water (Riverton)	32,824	62,527	86,838	23,595	20,000	20,000	10,000
84470	New Services/Connections	4,129		-	383	3,000	3,000	3,000
84476	Repairs Distribution	14,947	37,641	9,950	8,015	20,000	20,000	20,000
84477	Secondary Water		1,676	118	-	-	-	-
84490	Chemicals & Testing	1,189	(20)	-	6,902	15,000	15,000	19,000
84498	Chemical Injection		15,746	2,497	75	500	500	500
84500	Depreciation	130	(130)	-	-	170,000	170,000	170,000
84800	C/O Scada Integration		5,148	925	-	3,000	3,000	3,000
		<u>151,131</u>	<u>283,147</u>	<u>248,767</u>	<u>178,502</u>	<u>476,500</u>	<u>506,500</u>	<u>578,000</u>
<b>Income From Operations</b>		(520,883)	(557,486)	399,439	(243,666)	(1,787,272)	(1,817,272)	(505,918)
<b>Non-Operating Items</b>								
38100	Interest Earnings	39,819	26,602	41,322	7,580			
38300	Water Bond Proceeds			-	611,597			
38880	Lease Proceeds		6,358	31,998				
38900	Irrigation Revenue			1				
38900	Misc Revenue			3,574		4,000	4,000	
39100	Subdividers Contribution	4,436,584	1,692,729	2,432,680				
		<u>4,476,402</u>	<u>1,725,689</u>	<u>2,509,575</u>	<u>619,177</u>	<u>4,000</u>	<u>4,000</u>	<u>-</u>
<b>Non-Operating Expenditures</b>								
47100	Interst Expense		726,883	757,649	711,092	948,000	948,000	
47600	Cost of Issuance	596,075		108,436	2,433			
80810	Debt Service					842,625	842,625	
90100	Transfers	(1,755,847)						
		<u>(1,159,771)</u>	<u>726,883</u>	<u>866,085</u>	<u>713,525</u>	<u>1,790,625</u>	<u>1,790,625</u>	<u>-</u>
<b>Total Non Operating Income</b>		5,636,174	998,806	1,643,490	(94,348)	(1,786,625)	(1,786,625)	-
<b>Net Revenue Over Expenditures</b>		<u>5,115,291</u>	<u>441,320</u>	<u>2,042,929</u>	<u>(338,014)</u>	<u>(3,573,897)</u>	<u>(3,603,897)</u>	<u>(505,918)</u>
Beginning Fund Balance		41,187,796	45,870,491	46,311,810	48,354,739	48,354,739	48,354,739	46,250,842
Net Revenue Over (Under) Expenditures		5,115,291	441,320	2,042,929	(338,014)	(2,073,897)	(2,103,897)	(375,918)
Prior Period Adjustments		(432,596)						
<b>Ending Fund Balance</b>		<u>45,870,491</u>	<u>46,311,810</u>	<u>48,354,739</u>	<u>48,016,725</u>	<u>46,280,842</u>	<u>46,250,842</u>	<u>45,874,925</u>

**ENTERPRISE FUND-IMPACT FEE FUNDS**

**WATER IMPACT FEE FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Water Impact</b>								
36100	Interest Income	2,144	3,469	(109)	4,619	1,200	1,200	
33221	Water Impact Fees	988,452	1,040,316	1,343,658	1,784,436	1,140,165	13,140,165	
3900	Unapp Fund Balance							
		<u>990,595</u>	<u>1,043,785</u>	<u>1,343,549</u>	<u>1,789,055</u>	<u>1,141,365</u>	<u>13,141,365</u>	-
47542	11800 S Water Line				649,128		985,000	
47551	East Herriman Water Project				8,474		6,502,000	
47552	Tuscany Well Development				-		45,000	
47553	Towne Center Secondary Improvements				-		40,000	
47600	Water Plan Water	5,644	56,960	32,996	107,803	20,000	20,000	
47610	Master Plan Secondary Water	4,290	165,237	18,681				
47611	Secondary Project Design	22,223						
47705	Property Acquisition	553,807						
47800	Debt Service Zions	250,000						
47901	Rosecrest Rd Secondary Tie-in	-						
48703	Reimbursement Doug Young				198,736		230,926	
48705	Cove Reimbursements	43,750	(43,750)	83,190		85,000	85,000	
48707	Black Hawk Subdivision	59,138		(25,521)		(25,521)	(25,521)	
48708	O/S Reimb-Desert Creek (Sec)							
48711	Western Creek	43,070						
48712	Reimbursement Overlook				289,867			
49900	Budgeted Increase in Fund Balance							
		<u>981,921</u>	<u>178,446</u>	<u>109,346</u>	<u>1,254,008</u>	<u>79,479</u>	<u>7,882,405</u>	-
Net Revenue Over Expenditures		<u>8,674</u>	<u>865,339</u>	<u>1,234,203</u>	<u>535,047</u>	<u>1,061,886</u>	<u>5,258,960</u>	-
Beginning Fund Balance		690,176	698,850	1,564,189	2,798,392	2,798,392	2,798,392	8,057,352
Net Revenue Over (Under) Expenditures		8,674	865,339	1,234,203	535,047	1,061,886	5,258,960	-
Ending Fund Balance		<u>698,850</u>	<u>1,564,189</u>	<u>2,798,392</u>	<u>3,333,439</u>	<u>3,860,278</u>	<u>8,057,352</u>	<u>8,057,352</u>

**WATER RIGHTS IMPACT FEE FUND**

		FY 2013	FY 2014	FY 2015	FY 2016 YTD 4-8-16	2016 Budget as Amended	2016 Revised Budget	2017 Proposed Budget
<b>Water Rights Impact Fund</b>								
36100	Interest Income	1,681	2,721	(107)	1	1,500	1,500	
35221	Water Rights	1,187,961	1,314,583	1,551,042	1,205,841	1,497,599	1,497,599	
3900	Unapp Fund Balance							
		1,189,643	1,317,304	1,550,935	1,205,842	1,499,099	1,499,099	-
80100	Water Rights Purchases	(5,197)		437	2,973,006	1,560,000	1,560,000	
80105	Wtr Right Purchases-High Country II	5,198	63,013	-	28,098	540,800	540,800	
80150	Water Rights Research	27,291	72,215	55,739	46,030	78,000	78,000	
80200	Title Fees- Water Rights			1,754	900	2,080	2,080	
80210	Fees - State Engineer	700	940	50		2,080	2,080	
47999	Transfer to Water Fund	1,056,082						
80900	Budgeted Increase in Fund Balance							
		1,084,073	136,168	57,980	3,048,034	2,182,960	2,182,960	-
Net Revenue Over Expenditures		105,570	1,181,136	1,492,955	(1,842,192)	(683,861)	(683,861)	-
Beginning Fund Balance		1,247,840	1,353,409	2,534,545	4,027,500	4,027,500	4,027,500	3,343,639
Net Revenue Over (Under) Expenditures		105,570	1,181,136	1,492,955	(1,842,192)	(683,861)	(683,861)	-
Ending Fund Balance		1,353,409	2,534,545	4,027,500	2,185,308	3,343,639	3,343,639	3,343,639

## APPENDIX

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

### **Balanced Budget**

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

### **Long-Range Planning**

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

### **Asset Inventory**

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

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

## **REVENUE POLICIES Revenue**

### **Diversification**

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

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

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

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

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

## **Fees and Charges**

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

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

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

## **EXPENDITURE POLICIES**

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

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

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

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

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

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

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

### **Reserve or Stabilization Accounts**

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

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

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

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

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

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

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

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

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

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

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

### **Financial Reporting Policy**

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

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

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

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

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

## GLOSSARY

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Signage** – A system of signs.

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