



City of West Jordan, Utah

*Performance - Based
Program and Accountability*

Budget
2009 - 2010

West Jordan

CITY OF WEST JORDAN
STATE OF UTAH



ADOPTED BUDGET
FISCAL YEAR 2009–2010

ELECTED OFFICIALS

David Newton, Mayor
Kim Rolfe, Mayor Pro-Tem
Kathy Hilton, Councilmember
Melissa Johnson, Councilmember
Jim Lems, Councilmember
Ben Southworth, Councilmember
Lyle Summers, Councilmember

The Mayor and City Council would like to express appreciation to all employees who dedicated many hours and their best efforts to create the annual budget.

BUDGET PREPARATION TEAM

Eric Okerlund, Budget Officer
Tom Steele, City Manager
Janice Larsen, Interim Finance Director
Melanie Briggs, City Clerk
Kim Wells, Public Information Officer

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FISCAL YEAR 2010 BUDGET City Manager's Budget Message

Mayor David Newton and City Council
City of West Jordan, Utah

Dear Mayor Newton and Councilmembers,

The Fiscal Year 2010 budget represents a work in progress on two fronts: we are attempting to carefully work our way through the challenges of the current economic downturn; and we have changed the budget organization to a program management format.

Economic Challenges

I am attaching to this message a discussion of the Economic Context and Projections that briefly identifies the economic challenges facing the city. Within the context of some dramatic market corrections, we have put together a five year plan to guide our efforts to survive and move forward with vision. To that end, this budget was developed using a number of key assumptions:

This budget:

- Reflects 10.5 fewer positions than last year's budget, but will also reflect the mid-year addition of four additional sworn police officers and one legal assistant position in the City Attorney's prosecution office. My former Assistant City Manager position and one Management Analyst position have been eliminated, and I will defer hiring someone to fill the position of Administrative Services Director until at least July of 2010.
- Does not recommend layoffs to further reduce costs at this point, but recognizes that more drastic measures may be required if circumstances play out more negatively than we predict at this point. We will monitor the situation monthly, and circumstances could change at any time.
- Assumes relatively flat revenue growth for the next year.
- Freezes compensation at current levels for the next year.
- Reduces non-personnel operations costs by an average of 10%.
- Transfers \$500,000 from the Fleet Fund to the General Fund. The transfer will be made only if needed.
- Reduces the medical insurance benefit levels and shares the resulting savings with employees.

We will report regularly on the progress of the Five Year Fiscal Recovery plan, and the general intent is to move the city towards fiscal sustainability within a five year time frame. The process will require some difficult decisions, maintaining a consistent vision, and around-the-table openness and cooperation.

Program Budgeting

The core substance of the budget will be in the 80-plus programs we have identified to support accountability and decision making. It will be at the program level that work plans are developed, resources are allocated, and performance measurements defined and reported. This first year we have tackled the sizeable data-rich task of resource allocation, and have taken the first steps to the development of performance measures. The companion piece that will follow for next year's budget will be operational strategic plans at the program level, that will identify work plans and service level standards, analyze work methods and results, evaluate alternative service delivery options, and strengthen the goal and performance measure efforts. Budget documents are typically organized by fund in local governments. Funds are discrete categorical accounting entities that are intended to facilitate the tracking of transactions, primarily to provide some level of confidence that taxes and fees are spent for their legally required or legislatively designated purpose. Accurate tracking is a critical element of accountability, but is of less value in the other accountability keys of determining "why" an activity occurs (purpose), or "what" (and how effective) were the outcomes of the activity.

The intent of this budget format, then, is to retain the accuracy and tracking integrity of fund accounting, but organize it into "accountability centers." Traditional departments are typically assigned in the budget to their primary fund. Sometimes a department may be responsible for more than one fund, or part of a fund, and the connection can be confusing. We are trying this first year to organize the budget within the umbrellas of the accountability centers (or departments), so a fund may show up in more than one center, and multiple funds may show up in one center. For example, the Risk Management Fund is an internal service fund that tracks risk aversion, tracking, liability, and assignment for all departments of the city. Primary responsibility (accountability) for risk management is assigned to the Legal Department, so although the bulk of the operations of that department is a General Fund activity, the Risk Management program, along with the Risk Management Fund, will also be shown in that department, rather than in a separate section of the budget.

We will try our best to provide adequate tabs, tables of contents, and cross references to make the document searchable and intuitive, and will be available to help as needed. We will also evaluate this year's document, to identify improvements we might make in subsequent years.

As we continue this work in progress over the next couple of years, our primary objectives will be (1) accountability; (2) transparency; and (3) fiscal sustainability. The organization exists to serve community-identified and funded needs, as interpreted and directed by our only elected body, the City Council. This budget, we hope, is reflective of our best efforts to reach for a high level of productivity and responsiveness. We welcome comments and suggestions at any time that will help us improve.

Sincerely,



Tom Steele
City Manager

FISCAL YEAR 2010 BUDGET Economic Context and Projections

West Jordan's fiscal resources are generally derived from either taxes (either direct or indirect, as in the case of state-shared revenues and some state and federal grants); charges for specific, individual services, particularly in the enterprise (self-contained) funds in water, sewer, and solid waste, and in certain special services like ambulance transport and development plan reviews; and fines and penalties, mostly in the criminal justice system. Because of the fund structure governments operate under, in which services are shown categorically and separate, there are transfers back and forth between those funds, primarily to account for services provided to each other. These are not properly considered revenue resources, however, because they simply move monies from fund to fund, and do not represent new income from external sources.

We try to track revenues closely, since they are required in order to balance the expenses incurred in providing services. The following discussion will cover some of the major trends as we understand them from both internal data and information from other governmental and research organizations; and some indication of where we project our resources and spending to progress over the next year or so.

GENERAL ECONOMIC INDICATORS

- Utah wages and salaries have declined 3.7% in 2009.
- Utah unemployment in June stood at 5.7% (5.6% in West Jordan). That is the lowest point since August 2003. Sources indicate an expected rise in Utah unemployment to about 6.8% over the next six months. If this turnaround ends up being typical of the 2002 recession, it will take about two years for unemployment to recover to a static level of around 4%.
- Utah construction unemployment is the leading job problem, standing at 23% in June. The large number is reflective of the huge increases in construction jobs during the 2005-2007 building boom. Although a complete recovery to those high "boom" levels is unlikely, the common sentiment is that the recovery of the overall economy will require significant construction activity in order to return to sustainable growth. Interestingly, recovery in construction activity is more reliant on the availability of funding than on job recovery (we have heard of recent examples of developers offering to commit 50% equity to the banks, and are being turned down ... that's a problem!).
- On the financing side, the long-short term interest spreads on U.S. Treasuries is beginning to show strengthening, which we are told is an initial positive indicator of financial availability.
- The consumer sentiment index (sometimes called consumer confidence) is an indicator of the "sense of the economy." If you recognize and understand that a good share of the depth of the current economic problem is based simply on fear, then the level of confidence or sentiment is key to any turnaround. Normally, the index should ride above 90%. The July index was riding at 63.2%, but preliminary word on the August index is that it may exceed 70%.

- West Jordan's construction activity may have leveled off on the low end. Our housing starts have climbed slightly, but are still very tentative. To some extent our manufacturing and commercial building continued well beyond the initial drop in residential construction. That activity has now dropped, and will likely lag residential in any recovery.

INCOME PROJECTIONS

- **Sales tax:** We anticipate ending the last fiscal year (June 30, 2009) with a 10.4% decrease in sales tax from last year. That percentage decrease tracks very closely what is happening statewide, but is significantly higher than we projected during the budget process, which means our revenue entering this fiscal year will be at least \$1.2 million short of what we expected. When we have a sense of results from other revenue sources, we will be able to determine what, if any, adjustments we need to make in the budget for the year. We budgeted a 1.3% increase in sales tax for FY2010, from the projected FY2009 figure, or about \$14,435,250. If the 1.3% is applied to our new estimated FY2009 sales tax, the income would be about \$13.22 million ... or a shortfall of \$1,215,250.
- **Property tax:** By State law property taxes are intended to be revenue neutral for all developed property in the city (growth in property taxes comes from growth in newly developed properties, not from increases or decreases in property valuation). In a growth recession our property tax income does not grow, since there are no newly developed properties to add valuation, but at least we theoretically are protected from the "devaluation" of properties, because the law adjusts the rate to develop the same amount of revenue as the prior year. What that does not take into account is the potential effect of significant foreclosures. To be sure, those properties still owe property taxes, but the previous owners most likely have not paid the taxes, and the foreclosing banks are loath to pay the taxes until the property is either sold or the legal process catches up with them (which can take several years). Our budget estimate anticipates a 2.5% increase in property tax revenue, and we have no concrete basis to modify that figure at this point.
- **Utility franchise tax:** Franchise taxes this year will likely increase, simply due to increases in PUC (Public Utilities Commission)-approved utility company rate increases. That growth could be modified somewhat through economy-driven conservation, but is unclear at this point. The City Council has directed that a portion of the utility franchise tax and all of the telecommunications tax be dedicated for road maintenance use. We are anticipating utility franchise taxes of \$5,108,422; and telecommunications taxes of \$1,333,000.
- **Development-related fees:** Estimates for the plan review, inspection, and impact fees (which fund capital projects) have all been decreased in recognition of the slow market conditions. Capital projects are kept flexible to the extent possible, to adjust to economic changes. Some projects are put on hold, while others are redefined to reduce costs.
- **Water, sewer, and solid waste fees:** We have kept all estimates in the enterprise funds conservative. While households and businesses still use these services, even in a downturn, the level of use may decrease, either through conservation, business necessity, or delinquencies.

SPENDING PROJECTIONS

- **Personnel:** This year's budget reflects a reduction or delay of filling 10.5 positions that were in last year's budget. Offsetting that reduction, however, was the addition in mid-year of FY2009 of four police and one attorney positions. The recovery plan for the city assumes that we will drop another 10 positions, or recover sufficient resources to make up for that many during this year. We are, however, starting the year with fewer resources than we originally anticipated. Coupled with the possibility of a longer-than-expected recession, the resource deficit may require additional adjustments during this fiscal year. We managed to preserve all uniformed police and fire positions in the budget, but since those two budgets account for 50% of the general fund activities of the city, we may be faced with some hard decisions ... the "other" departments took the brunt of the reductions in the budget, and have little left to give.
- **Materials and services:** Each department was asked to cut 10% of their last year's budget for materials and services in this new budget. That across the board hit is significant and painful, but helped position us this year to start addressing the recession. Because of the depth of cuts this year, additional cuts are problematic, since materials and services only account for about 10-15% of the overall general fund budget. As an added challenge, we have gone two years without new contributions to the vehicle replacement fund, and that fund is reaching a critical point. We need to be able to begin replenishing the vehicle replacement fund by FY2011.
- **Capital projects:** In reaction to reductions in impact fee income (from new development), a number of projects in new road construction, parks, and the water system have been deferred until later years. Road maintenance construction (existing roads) is relatively healthy, since the funding is supplemented by dedicated utility franchise and telecommunications revenues. However, to cover all needs of maintenance construction would require an increase of about 50% in the current level of funding. We carefully examine capital needs on an annual basis, and focus on critical needs and the best use of available resources. We are not a heavy debt user, but will consider bonding for improvements when the financing and ongoing revenue streams permit.

FUND BALANCES

- **General Fund:** When developed several months ago, the Fiscal Recovery plan anticipated that the General Fund would be "balanced" within three budget years. That means that ongoing income would match or exceed outgoing spending, and not require the drawing on fund balances, except for one time and special expenses that are planned and saved for (or for "rainy days" to cover short term economic recessions). The General Fund budget for FY2010 shows the use of reserves to cover an expected \$1.1 million dollar imbalance. We are in a compound problem, however, since the anticipated FY2009 resources appear to leave us with less fund balance than we anticipated in the budget, and we have the possibility of lingering resource malaise. To keep on track, we may need more draconian adjustments during this fiscal year.
- **Capital Funds:** Capital funds are intended to have dual resources: impact fees to pay for the growth impacts of new development; and rate income to pay for the rehabilitation, capacity deficit, and maintenance impacts of existing developed properties. In the *Road Capital Fund*, the rate income is contributed by State gas tax funds and supplemented by city utility franchise and telecommunication taxes. In the *Parks Capital Fund* and the

Storm Capital Fund there are not dedicated and designated rate income streams. Presumably those funds compete with other General Fund activities for tax resources. In the *Water and Sewer Capital Funds* rate income is contributed by water and sewer usage charges. Because of the nature of these capital funds, the total fund balance must be kept positive, even though periodically there might be a temporary deficit in either impact fees or rate income. Typically the deficit occurs when a one or more major projects need to be completed before the respective funding is completely received. The difference is picked up by the other revenue source and paid back as new revenues are received.

- ***Enterprise Funds (Water, Sewer, etc.):*** Enterprise funds are wholly-contained activities, paid for by rate payers of each utility or use (except for the contribution of impact fees to the capital projects component of the Water and Sewer funds). The City regularly conducts rate studies to project costs and income over a multi-year period, and establish rates to keep the financing whole.



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of West Jordan for its annual budget for the fiscal year beginning July 1, 2008 and ending June 30, 2009. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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



CITY OF WEST JORDAN UTAH

Political, Economic and Social Activity

Citizens, Businesses, Schools, Institutions, Visitors

Governance and Legislative

Mayor and City Council

Organizational Leadership and Resource Management

City Manager

Service Delivery Accountability Centers

Police	Fire	Justice Court	Public Works	Development
<ul style="list-style-type: none"> Crime prevention Crime intervention Traffic safety Emergency response School crossings Animal control 	<ul style="list-style-type: none"> Fire prevention Fire suppression Emergency medical Emergency operations 	<p>Court support</p> <p>Justice Court judges are accountable through the State of Utah court systems. The City provides administrative support to the Justice Court, but does not directly supervise nor control the activities of the Justice Court judges.</p>	<ul style="list-style-type: none"> Transportation Parks Stormwater Water Wastewater Facilities Capital construction Solid waste Fleet maintenance 	<ul style="list-style-type: none"> Land use planning Zoning management Development review Building inspection Economic development Redevelopment Federal block grants

Operations Support and General Government Accountability Centers

Administrative Services	Office of the City Manager	Legal Services
<ul style="list-style-type: none"> Finance & accounting Budget Information technology Human resources 	<ul style="list-style-type: none"> Meetings & records Elections Events Public information Volunteer support Western Stampede Arts 	<ul style="list-style-type: none"> Legal consulting Admin support Prosecution Litigation Risk management Property management

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CITY OF WEST JORDAN
SUMMARY OF ADOPTED BUDGETS
FISCAL YEAR 2009-2010

	SOURCES				USES				CONTRIB. TO FUND BALANCE	TOTAL USES	ENDING FUND BALANCE/ CASH BALANCE
	BEGINNING FUND BALANCE/ CASH BALANCE	REVENUES	INTERFUND CHARGES & TRANS. IN	USE OF FUND BALANCE	TOTAL SOURCES	EXPENDITURES	INTERFUND CHARGES & TRANS. OUT				
10 GENERAL FUND	8,084,934	42,120,888	5,330,717	933,071	48,384,676	42,933,716	5,250,960	200,000	48,384,676	7,351,863	
23 WESTERN STAMPEDE	94,196	146,310	27,000		173,310	153,283		20,027	173,310	114,223	
25 FAIRWAY ESTATES	17,868	11,962		38	12,000	12,000			12,000	17,830	
27 STONE CREEK SID	(18,908)	0	3,200	12,800	16,000	16,000			16,000	(31,708)	
29 KRAFTMAID SID	(145,856)	0		201,617	201,617	201,617			201,617	(347,473)	
42 BUILDING AUTHORITY	1,838,912	9,000	712,058		721,058	712,058		9,000	721,058	1,847,912	
43 CAPITAL SUPPORT	3,816,052	2,653,619		2,420	2,656,039	2,656,039			2,656,039	3,813,632	
44 ROAD CAPITAL	2,982,608	2,290,000	4,508,702	1,561,257	8,359,959	7,745,000	614,959		8,359,959	1,421,351	
45 PARKS CAPITAL	4,185,833	440,000			440,000	0	13,753	426,247	440,000	4,612,080	
46 STORM CAPITAL	4,567,971	1,080,000		1,051,303	2,131,303	1,950,772	180,531		2,131,303	3,516,668	
47 BUILDINGS CAPITAL	1,795,985	210,500			210,500	0		210,500	210,500	2,006,485	
48 CDBG	352,663	1,779,247			1,779,247	1,754,011		25,236	1,779,247	377,899	
51 WATER	5,058,365	13,472,900		31,657	13,504,557	11,687,646	1,816,911		13,504,557	5,026,708	
52 SEWER	5,182,094	8,066,930		920,775	8,987,705	7,796,113	1,191,592		8,987,705	4,261,319	
54 SOLID WASTE	2,476,035	4,041,167			4,041,167	3,564,624	372,069	104,474	4,041,167	2,580,509	
61 FLEET	5,352,335	2,000,171		1,455,272	3,455,443	2,933,979	521,464		3,455,443	3,897,063	
67 RISK MANAGEMENT	2,012,342	1,268,195	60,000		1,328,195	1,233,195		95,000	1,328,195	2,107,342	
81 REDEVELOPMENT AREA 1	365,911	454,957			454,957	127,388	327,569		454,957	365,911	
82 REDEVELOPMENT AREA 2	77,885	115,346			115,346	32,297	69,536	13,513	115,346	91,398	
83 REDEVELOPMENT AREA 3	10,147	101,270			101,270	101,270			101,270	10,147	
84 REDEVELOPMENT AREA 4	254,451	392,128			392,128	109,795	282,333		392,128	254,451	
85 REDEVELOPMENT AREA 5	94,214	257,961		4,039	262,000	262,000			262,000	90,175	
86 REDEVELOPMENT AREA 6	133,668	94,626			94,626	26,495		68,131	94,626	201,799	
89 ECONOMIC DEV. AREA 2	(360,509)	1,359,877			1,359,877	1,167,565		192,312	1,359,877	(168,197)	
TOTAL		82,367,054	10,641,677	6,174,249	99,182,980	87,176,863	10,641,677	1,364,440	99,182,980		

NOTES: BEGINNING FUND/CASH BALANCE FIGURES ARE ESTIMATES ONLY

CITY OF WEST JORDAN FUND STRUCTURE OVERVIEW

The City of West Jordan uses 24 separate funds to facilitate its fiscal management and oversight responsibilities. The two major categories of funds are governmental funds and proprietary funds. The governmental funds group consists of three different types of funds: General Fund, Special Revenue Funds, and Capital Projects Funds. The proprietary funds group consists of two different types of funds: Business-type Activities Funds and Internal Service Funds.

Governmental Funds

These funds are intended to cover the various governmental responsibilities – either on a broad scale like the General Fund, or on a more focused scale like the various Special Revenue Funds and Capital Projects Funds.

- General Fund – This is the City’s largest single fund and covers the broadest scope of activities. It covers the general management and operations of the City, including public safety.
- Special Revenue Funds – These funds each account for specialized activities, such as the City’s Western Stampede Celebration held each year around the 4th of July holiday, the various Redevelopment Districts, and the various Special Improvement Districts.
- Capital Projects Funds – These funds account for roads, parks, storm drain, and buildings capital project activities as well as the fiscal support of those activities. Also, the CDBG Fund accounts for the various activities of the Community Development Block Grant programs.

Proprietary Funds

These funds are intended to cover substantial activities that emulate business enterprises as well as centralized services that benefit some or all of the various City departments.

- Business-type Activities Funds – These funds account for the activities of the City’s water utility and sewer utility, including capital projects; and for the solid waste collection and disposal operations.
- Internal Service Funds – These funds account for activities associated with vehicle acquisition, operation, and maintenance and with risk management activities such as liability and property insurance.

GENERAL FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING FUND BALANCE	12,029,156	11,262,335	11,262,335	8,084,934
REVENUES & OTHER SOURCES				
TAXES	29,109,967	31,988,975	29,026,229	31,727,353
LICENSES & PERMITS	1,695,805	1,837,977	1,673,568	1,621,160
INTERGOVERNMENTAL	3,850,433	3,950,791	3,634,524	3,867,990
CHARGES FOR SERVICE	2,016,619	2,384,944	2,625,431	2,267,300
INTERFUND CHARGES	3,968,247	4,041,904	4,041,904	4,151,279
FINES & FORFEITURES	1,959,221	2,076,875	1,799,419	2,148,300
MISCELLANEOUS	987,317	752,707	540,024	488,785
TRANSFERS IN	2,099,438	1,139,855	1,084,538	1,179,438
CONTRIBUTIONS (USE OF RESERVES)	0	5,786,857	0	933,071
TOTAL REVENUES & OTHER SOURCES	45,687,047	53,960,885	44,425,637	48,384,676
EXPENDITURES & OTHER USES				
OFFICE OF CITY MANAGER	3,067,038	2,936,754	2,766,458	2,462,838
COURTS	811,267	891,099	821,108	872,386
ADMINISTRATIVE SERVICES	5,095,852	6,325,423	6,035,707	6,251,024
CITY ATTORNEY	1,057,346	1,187,013	1,077,907	1,309,429
PUBLIC WORKS	12,569,941	17,115,638	12,600,851	12,153,333
DEVELOPMENT	1,629,662	1,783,596	1,696,550	2,034,537
POLICE	13,837,413	14,920,239	14,046,455	14,380,577
FIRE	8,385,349	8,801,123	8,558,002	8,720,552
ADDITION TO RESERVES	0	0	0	200,000
TOTAL EXPENDITURES & OTHER USES	46,453,868	53,960,885	47,603,038	48,384,676
ENDING FUND BALANCE	11,262,335	5,475,478	8,084,934	7,351,863

NOTE: BEGINNING FUND BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

WESTERN STAMPEDE FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING FUND BALANCE	52,950	95,599	95,599	94,196
REVENUES & OTHER SOURCES				
INTEREST EARNINGS	2,422	0	0	0
TICKET SALES	91,035	121,950	91,020	122,560
DEMOLITION DERBY	55,285	0	15,993	0
PROGRAM SALES	0	1,000	0	0
SPONSORS	17,468	30,000	16,068	23,750
COMMERCIAL BOOTHS	3,950	0	3,950	0
MISCELLANEOUS	750	1,000	750	0
PROFESSIONAL BULL RIDERS	0	94,550	0	0
TRANS FROM GENERAL FUND	30,000	30,000	30,000	27,000
TOTAL REVENUES & OTHER SOURCES	200,910	278,500	157,781	173,310
EXPENDITURES & OTHER USES				
WESTERN STAMPEDE	158,261	154,283	159,184	153,283
BULL RIDERS EVENT	0	68,950	0	0
ADDITION TO RESERVES	0	55,267	0	20,027
TOTAL EXPENDITURES & OTHER USES	158,261	278,500	159,184	173,310
ENDING FUND BALANCE	95,599	150,866	94,196	114,223

NOTE: BEGINNING FUND BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

FAIRWAY ESTATES SPECIAL SERVICE DISTRICT FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING FUND BALANCE	9,752	10,847	10,847	17,868
REVENUES & OTHER SOURCES				
PROPERTY TAXES	9,955	10,022	10,018	10,040
DELINQUENT TAXES	0	170	100	170
MOTOR VEHICLE TAXES	1,447	1,732	1,600	1,732
PENALTY & INT ON DEL TAX	23	20	15	20
INTEREST EARNINGS	517	0	200	0
CONTRIB. FROM FUND BALANCE	0	0	0	38
TOTAL REVENUES & OTHER SOURCES	11,942	11,944	11,933	12,000
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	10,847	11,140	4,912	12,000
ADDITION TO RESERVES	0	804	0	0
TOTAL EXPENDITURES & OTHER USES	10,847	11,944	4,912	12,000
ENDING FUND BALANCE	10,847	11,651	17,868	17,830

NOTE: BEGINNING FUND BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

STONE CREEK SPECIAL IMPROVEMENT DISTRICT FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING FUND BALANCE	0	(19,208)	(19,208)	(18,908)
REVENUES & OTHER SOURCES				
HOMEOWNER ASSESSMENTS	0	11,200	0	0
TRANS FROM GENERAL FUND	4,802	2,800	2,800	3,200
CONTRIB. FROM FUND BALANCE	0	0	0	12,800
TOTAL REVENUES & OTHER SOURCES	4,802	14,000	2,800	16,000
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	24,010	14,000	2,500	16,000
TOTAL EXPENDITURES & OTHER USES	24,010	14,000	2,500	16,000
ENDING FUND BALANCE	(19,208)	(19,208)	(18,908)	(31,708)

NOTE: BEGINNING FUND BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

KRAFTMAID SPECIAL IMPROVEMENT DISTRICT FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING FUND BALANCE	(3,378,194)	55,761	55,761	(145,856)
REVENUES & OTHER SOURCES				
BOND PROCEEDS	4,497,000	0	0	0
TRANSFER FROM RDA FUND	67,817	0	0	0
CONTRIB. FROM FUND BALANCE	0	201,617	0	201,617
TOTAL REVENUES & OTHER SOURCES	4,564,817	201,617	0	201,617
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	291,864	201,617	201,617	201,617
CAPITAL OUTLAYS	838,998	0	0	0
TOTAL EXPENDITURES & OTHER USES	1,130,862	201,617	201,617	201,617
ENDING FUND BALANCE	55,761	(145,856)	(145,856)	(347,473)

NOTE: BEGINNING FUND BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

BUILDING AUTHORITY FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		1,814,912	1,814,912	1,838,912
REVENUES & OTHER SOURCES				
INTEREST EARNINGS	76,223	30,000	24,000	9,000
CITY HALL LEASE	445,333	445,285	445,285	444,563
FIRE STATION 53 LEASE	263,870	263,370	263,370	267,495
TOTAL REVENUES & OTHER SOURCES	785,426	738,655	732,655	721,058
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	709,553	708,655	708,655	712,058
ADDITION TO RESERVES	0	30,000	0	9,000
TOTAL EXPENDITURES & OTHER USES	709,553	738,655	708,655	721,058
ENDING CASH BALANCE	1,814,912	1,844,912	1,838,912	1,847,912

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

CAPITAL SUPPORT FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		4,171,621	4,171,621	3,816,052
REVENUES & OTHER SOURCES				
PROPERTY TAXES	826,263	821,320	821,320	823,619
SALES TAX	1,852,000	1,813,000	1,813,000	1,803,000
INTEREST EARNINGS	247,154	173,739	65,000	27,000
SALE OF LAND	2,936	0	8,645	0
PRIOR YEARS RESERVES	0	255,475	0	2,420
TOTAL REVENUES & OTHER SOURCES	2,928,353	3,063,534	2,707,965	2,656,039
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	2,690,893	2,661,034	2,661,034	2,656,039
TRANSFERS OUT	2,400,000	402,500	402,500	0
TOTAL EXPENDITURES & OTHER USES	5,090,893	3,063,534	3,063,534	2,656,039
ENDING CASH BALANCE	4,171,621	3,916,146	3,816,052	3,813,632

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

ROAD CAPITAL FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		1,628,168	1,628,168	2,982,608
REVENUES & OTHER SOURCES				
WFRC GRANT	0	1,200,000	0	1,240,000
INTEREST EARNINGS	130,430	60,000	20,000	50,000
INTEREST - REST. CASH	(71,635)	0	0	0
ROAD IMPACT FEE	1,480,120	1,200,000	1,428,000	1,000,000
TRANS FROM GENERAL FUND	3,075,168	7,076,968	4,000,000	2,750,000
TRANS FROM GF-ROAD MAINT	0	1,536,306	1,398,619	1,758,702
TRANSFER FROM CAP. SUPPORT	1,000,000	0	0	0
PRIOR YEARS RESERVES	0	317,221	0	1,561,257
TOTAL REVENUES & OTHER SOURCES	5,614,083	11,390,495	6,846,619	8,359,959
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	1,002,311	958,915	958,915	1,184,959
CAPITAL OUTLAYS	3,912,997	10,431,580	4,533,264	7,175,000
TOTAL EXPENDITURES & OTHER USES	4,915,308	11,390,495	5,492,179	8,359,959
ENDING CASH BALANCE	1,628,168	1,310,947	2,982,608	1,421,351

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

PARKS CAPITAL FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		6,015,128	6,015,128	4,185,833
REVENUES & OTHER SOURCES				
INTEREST EARNINGS	200,128	60,000	65,000	20,000
INTEREST - REST. CASH	103,911	67,000	24,000	20,000
PARKS & REC. IMPACT FEE	527,894	750,000	818,000	400,000
PRIOR YEARS RESERVES	0	5,793,528	0	0
TOTAL REVENUES & OTHER SOURCES	831,933	6,670,528	907,000	440,000
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	19,080	101,142	104,337	13,753
CAPITAL OUTLAYS	1,818,485	6,569,386	2,631,958	0
ADDITION TO RESERVES	0	0	0	426,247
TOTAL EXPENDITURES & OTHER USES	1,837,565	6,670,528	2,736,295	440,000
ENDING CASH BALANCE	6,015,128	221,600	4,185,833	4,612,080

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

STORM CAPITAL FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		7,018,679	7,018,679	4,567,971
REVENUES & OTHER SOURCES				
STORM DRAIN IMPACT FEE	477,214	1,200,000	800,000	1,000,000
INTEREST EARNINGS	179,708	100,000	70,000	40,000
INTEREST - REST. CASH	158,255	80,000	65,000	40,000
PRIOR YEARS RESERVES	0	4,916,242	0	1,051,303
TOTAL REVENUES & OTHER SOURCES	815,177	6,296,242	935,000	2,131,303
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	68,662	91,222	96,131	180,531
CAPITAL OUTLAYS	2,454,361	6,205,020	3,289,577	1,950,772
TOTAL EXPENDITURES & OTHER USES	2,523,023	6,296,242	3,385,708	2,131,303
ENDING CASH BALANCE	7,018,679	2,102,437	4,567,971	3,516,668

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

BUILDINGS CAPITAL FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		1,509,485	1,509,485	1,795,985
REVENUES & OTHER SOURCES				
INTEREST EARNINGS	25,443	18,000	16,000	12,500
INTEREST - REST. CASH	31,581	16,000	12,000	18,000
SUNDRY REVENUE	7,500	42,500	42,500	0
FIRE IMPACT FEE	176,560	230,000	191,000	120,000
POLICE IMPACT FEE	91,159	105,000	86,000	60,000
TRANS FROM GENERAL FUND	50,000	0	0	0
TOTAL REVENUES & OTHER SOURCES	382,243	411,500	347,500	210,500
EXPENDITURES & OTHER USES				
CAPITAL OUTLAYS	6,580	42,500	61,000	0
ADDITION TO RESERVES	0	369,000	0	210,500
TOTAL EXPENDITURES & OTHER USES	6,580	411,500	61,000	210,500
ENDING CASH BALANCE	1,509,485	1,878,485	1,795,985	2,006,485

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

CDBG FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		305,922	305,922	352,663
REVENUES & OTHER SOURCES				
HUD GRANT - SPEC PURPOSE	0	440,000	0	0
C.D.B.G.	501,969	690,260	690,260	638,834
CDBG STIMULUS	0	0	0	132,778
ENERGY BLOCK GRANT	0	0	0	913,000
HOME - FEDERAL GOVERNMENT	0	94,635	94,635	94,635
TOTAL REVENUES & OTHER SOURCES	501,969	1,224,895	784,895	1,779,247
EXPENDITURES & OTHER USES				
CDBG	442,356	495,260	493,154	493,233
CDBG PRIOR	49,935	635,000	245,000	347,778
ENERGY BLOCK GRANT	0	0	0	913,000
ADDITION TO RESERVES	0	94,635	0	25,236
TOTAL EXPENDITURES & OTHER USES	492,291	1,224,895	738,154	1,779,247
ENDING CASH BALANCE	305,922	400,557	352,663	377,899

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

WATER FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		10,505,097	10,505,097	5,058,365
REVENUES & OTHER SOURCES				
WATER RESOURCE GRANT	888	50,000	50,000	50,000
LANDSCAPE PLAN SUBMITTAL	9,100	15,000	15,000	11,900
BOND PROCEEDS	0	0	0	0
SUNDRY REVENUE	774	0	10,260	0
CAPITAL CONTRIBUTION	565,049	0	0	0
CONTRIBUTIONS-DEVELOPERS	346,682	0	0	0
PRIOR YRS RSRVS - WATER	0	7,056,993	0	31,657
WATER DISTRIBUTION IMPACT	1,303,804	2,000,000	1,893,000	1,400,000
CONTR. FROM RET. EARNINGS	0	0	0	0
METERED SALES - AVAILABILITY	4,444,667	4,690,000	4,600,000	4,600,000
METERED SALES - COMMODITY	6,212,110	7,100,000	6,800,000	7,100,000
FLAT RATE WATER SALES	73,018	0	70,000	0
MISC WATER REVENUE	22,373	306,000	40,000	306,000
RECONNECTION ADMIN FEES	65,210	0	70,000	0
INTEREST INCOME	0	0	0	0
INTEREST BONDS	23,716	0	0	0
INTEREST W&S	(71,313)	60,000	60,000	0
INTEREST - REST. CASH	424,853	120,000	30,000	5,000
BOND PREMIUM	4,928	0	0	0
TOTAL REVENUES & OTHER SOURCES	13,425,859	21,397,993	13,638,260	13,504,557
EXPENDITURES & OTHER USES				
WATER DIVISION	2,485,395	2,715,105	2,469,447	2,680,102
WATER RESOURCES	8,097,076	8,780,175	8,367,850	8,585,555
WATER CONSERVATION	149,520	194,723	99,997	199,679
DEBT RESERVE	275,071	1,512,710	1,512,710	1,527,565
DEPRECIATION	1,863,590	0	0	0
WATER PROJECTS	219,465	8,165,280	6,604,988	481,656
TRANSFERS OUT	49,685	30,000	30,000	30,000
TOTAL EXPENDITURES & OTHER USES	13,139,802	21,397,993	19,084,992	13,504,557
ENDING CASH BALANCE	10,505,097	3,448,104	5,058,365	5,026,708

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

SEWER FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		5,715,611	5,715,611	5,182,094
REVENUES & OTHER SOURCES				
BOND PROCEEDS	0	0	0	0
CAPITAL CONTRIBUTION	795,406	0	0	0
CONTRIBUTIONS-DEVELOPERS	180,275	0	0	0
PRIOR YRS RSRVS - SEWER	0	1,280,518	0	920,775
WASTEWATER IMPACT FEE	892,951	1,500,000	1,348,000	750,000
INTEREST INCOME	37,909	15,000	12,000	10,000
INTEREST - REST. CASH	242,976	150,000	40,000	40,000
SEWER O&M	5,880,083	6,270,000	6,270,000	7,266,930
EQUITY G/L IN JOINT VENTURE	(952,675)	0	0	0
TOTAL REVENUES & OTHER SOURCES	7,076,925	9,215,518	7,670,000	8,987,705
EXPENDITURES & OTHER USES				
TREATMENT & ADMINISTRATION	3,342,371	4,254,683	4,322,083	4,636,341
SEWER OPERATIONS	1,200,327	1,155,494	1,122,851	1,172,513
DEPRECIATION	863,963	0	0	0
SEWER PROJECTS	129,091	3,775,341	2,728,583	3,148,851
TRANSFERS OUT	62,349	30,000	30,000	30,000
TOTAL EXPENDITURES & OTHER USES	5,598,101	9,215,518	8,203,517	8,987,705
ENDING CASH BALANCE	5,715,611	4,435,093	5,182,094	4,261,319

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

SOLID WASTE FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		2,225,965	2,225,965	2,476,035
REVENUES & OTHER SOURCES				
COLLECTION FEES	4,056,589	4,112,140	4,000,000	4,019,167
RECYCLING FEES	9,198	0	0	0
INTEREST EARNINGS	88,040	40,000	28,000	22,000
SUNDRY REVENUE	68	0	0	0
PRIOR YEARS RESERVES	0	55,009	0	0
EQUITY G/L JOINT VENTURE	320,209	0	0	0
TOTAL REVENUES & OTHER SOURCES	4,474,104	4,207,149	4,028,000	4,041,167
EXPENDITURES & OTHER USES				
SALARIES & BENEFITS	46,139	68,337	53,560	97,518
OPERATING EXPENSES	3,689,774	4,138,812	3,724,370	3,839,175
ADDITION TO RESERVES	0	0	0	104,474
TOTAL EXPENDITURES & OTHER USES	3,735,913	4,207,149	3,777,930	4,041,167
ENDING CASH BALANCE	2,225,965	2,170,956	2,476,035	2,580,509

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

FLEET FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		7,919,124	7,919,124	5,352,335
REVENUES & OTHER SOURCES				
INTEREST EARNINGS	339,492	195,000	110,000	60,000
VEHICLE LEASE - INTERNAL	45,000	45,000	45,000	45,000
SALE OF FIXED ASSETS	148,802	0	104,800	0
SUNDRY REVENUE	1,622	0	0	0
TRANS FROM GENERAL FUND	797,871	0	0	0
CHARGE TO UTILITY FUND	365,034	191,046	191,046	206,405
CHARGE TO GENERAL FUND	2,457,166	1,798,895	1,798,895	1,665,311
CHARGE TO SOLID WASTE FUND	52,945	33,714	33,714	23,455
CHARGE TO FLEET	7,612	0	0	0
TRANSFER FROM WATER FUND	49,685	0	0	0
TRANSFER FROM SEWER FUND	2,349	0	0	0
PRIOR YEARS RESERVES	0	2,641,134	0	1,455,272
TOTAL REVENUES & OTHER SOURCES	4,267,578	4,904,789	2,283,455	3,455,443
EXPENDITURES & OTHER USES				
SALARIES & BENEFITS	505,673	644,015	618,022	686,259
OPERATING EXPENSES	2,487,423	1,375,124	1,346,572	1,331,184
CAPITAL OUTLAYS	0	2,885,650	2,885,650	938,000
TRANSFERS OUT	0	0	0	500,000
TOTAL EXPENDITURES & OTHER USES	2,993,096	4,904,789	4,850,244	3,455,443
ENDING CASH BALANCE	7,919,124	5,277,990	5,352,335	3,897,063

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

RISK MANAGEMENT FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		1,803,383	1,803,383	2,012,342
REVENUES & OTHER SOURCES				
WORKMANS COMPENSATION	155,159	0	25,061	0
SUNDRY REVENUE	451	0	0	0
PAYROLL TO WORKMENS COMP	566,074	540,000	439,000	435,000
CHARGE TO GENERAL FUND	691,898	691,898	691,898	713,195
PAYROLL TO UNEMPLOYMENT	115,808	115,000	118,000	120,000
TRANSFER FROM WATER FUND	0	30,000	30,000	30,000
TRANSFER FROM SEWER FUND	60,000	30,000	30,000	30,000
TOTAL REVENUES & OTHER SOURCES	1,589,390	1,406,898	1,333,959	1,328,195
EXPENDITURES & OTHER USES				
EMPLOYEE INSURANCE	552,010	565,000	455,000	460,000
LIABILITY MANAGEMENT	488,292	826,958	670,000	773,195
ADDITION TO RESERVES	0	14,940	0	95,000
TOTAL EXPENDITURES & OTHER USES	1,040,302	1,406,898	1,125,000	1,328,195
ENDING CASH BALANCE	1,803,383	1,818,323	2,012,342	2,107,342

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

REDEVELOPMENT AREA 1 FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		279,531	279,531	365,911
REVENUES & OTHER SOURCES				
PROPERTY TAXES	460,658	460,703	454,943	454,957
INTEREST EARNINGS	11,247	0	0	0
TRANSFER FROM RDA 6	25,154	0	0	0
TOTAL REVENUES & OTHER SOURCES	497,059	460,703	454,943	454,957
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	47,771	126,611	34,471	127,388
TRANSFERS OUT	396,360	334,092	334,092	327,569
TOTAL EXPENDITURES & OTHER USES	444,131	460,703	368,563	454,957
ENDING CASH BALANCE	279,531	279,531	365,911	365,911

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

REDEVELOPMENT AREA 2 FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		51,180	51,180	77,885
REVENUES & OTHER SOURCES				
PROPERTY TAXES	110,393	110,785	115,333	115,346
INTEREST EARNINGS	1,462	0	0	0
TOTAL REVENUES & OTHER SOURCES	111,855	110,785	115,333	115,346
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	7,996	28,635	6,478	32,297
TRANSFERS OUT	66,349	82,150	82,150	69,536
ADDITION TO RESERVES	0	0	0	13,513
TOTAL EXPENDITURES & OTHER USES	74,345	110,785	88,628	115,346
ENDING CASH BALANCE	51,180	51,180	77,885	91,398

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

REDEVELOPMENT AREA 3 FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		3,323	3,323	10,147
REVENUES & OTHER SOURCES				
PROPERTY TAXES	23,434	23,458	25,590	101,270
INTEREST EARNINGS	(95)	0	0	0
TOTAL REVENUES & OTHER SOURCES	23,339	23,458	25,590	101,270
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	18,766	23,458	18,766	101,270
TOTAL EXPENDITURES & OTHER USES	18,766	23,458	18,766	101,270
ENDING CASH BALANCE	3,323	3,323	10,147	10,147

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

REDEVELOPMENT AREA 4 FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		174,760	174,760	254,451
REVENUES & OTHER SOURCES				
PROPERTY TAXES	386,206	386,264	388,703	392,128
INTEREST EARNINGS	7,332	0	0	0
TOTAL REVENUES & OTHER SOURCES	393,538	386,264	388,703	392,128
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	111,843	105,768	28,516	109,795
TRANSFERS OUT	175,217	280,496	280,496	282,333
TOTAL EXPENDITURES & OTHER USES	287,060	386,264	309,012	392,128
ENDING CASH BALANCE	174,760	174,760	254,451	254,451

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

REDEVELOPMENT AREA 5 FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		59,485	59,485	94,214
REVENUES & OTHER SOURCES				
PROPERTY TAXES	279,440	279,641	257,947	257,961
INTEREST EARNINGS	2,254	0	0	0
CONT FROM FUND BAL	0	0	0	4,039
TOTAL REVENUES & OTHER SOURCES	281,694	279,641	257,947	262,000
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	189,436	239,024	182,601	262,000
TRANSFERS OUT	61,512	40,617	40,617	0
TOTAL EXPENDITURES & OTHER USES	250,948	279,641	223,218	262,000
ENDING CASH BALANCE	59,485	59,485	94,214	90,175

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

REDEVELOPMENT AREA 6 FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		78,925	78,925	133,668
REVENUES & OTHER SOURCES				
PROPERTY TAXES	77,432	112,630	77,475	94,626
INTEREST EARNINGS	3,023	0	0	0
TOTAL REVENUES & OTHER SOURCES	80,455	112,630	77,475	94,626
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	31,404	41,536	22,732	26,495
TRANSFERS OUT	25,154	0	0	0
ADDITION TO RESERVES	0	71,094	0	68,131
TOTAL EXPENDITURES & OTHER USES	56,558	112,630	22,732	94,626
ENDING CASH BALANCE	78,925	150,019	133,668	201,799

NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

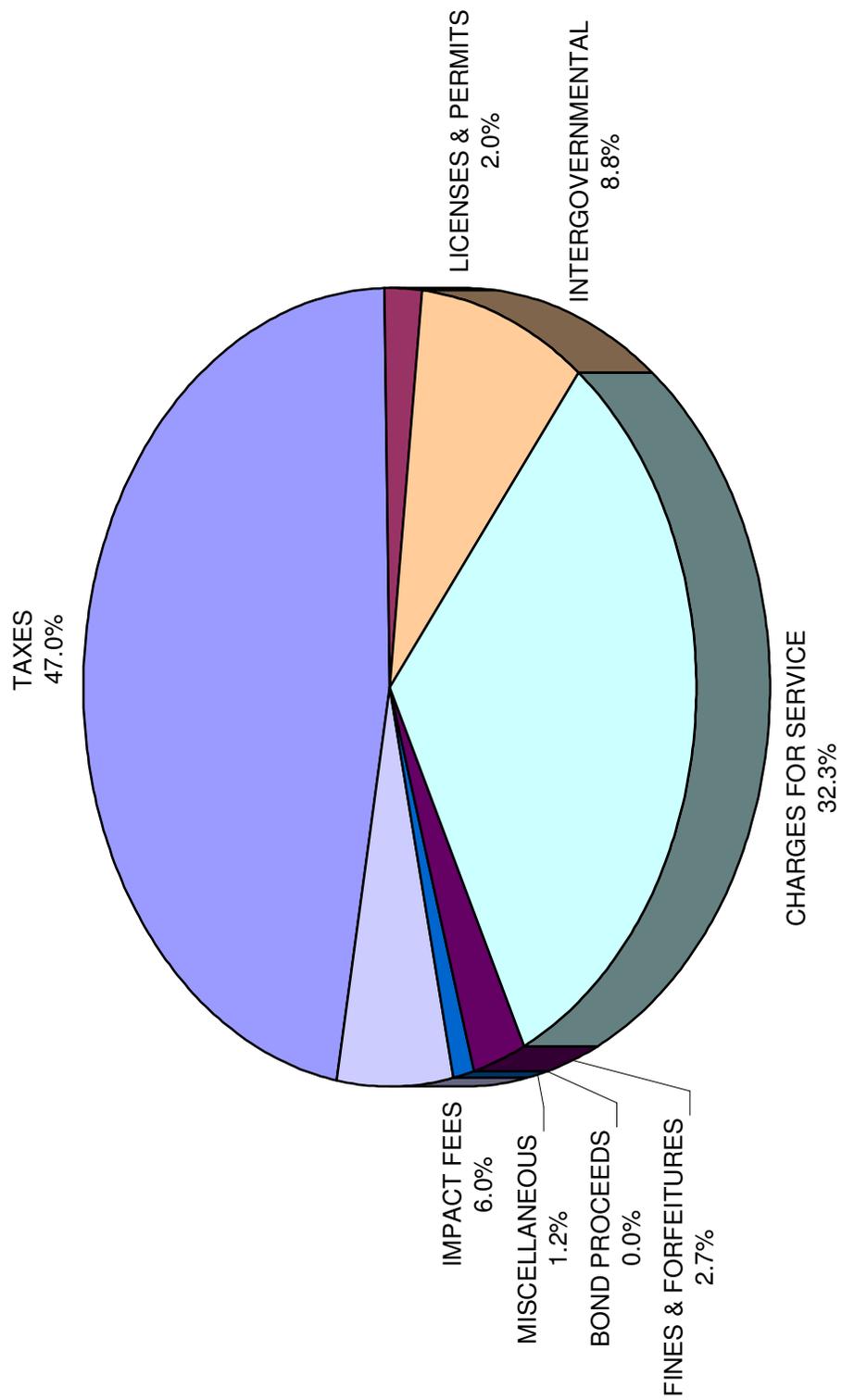
ECONOMIC DEVELOPMENT AREA 2 FUND SUMMARY

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
BEGINNING CASH BALANCE		(480,263)	(480,263)	(360,509)
REVENUES & OTHER SOURCES				
PROPERTY TAXES	1,246,671	1,246,671	1,359,877	1,359,877
INTEREST EARNINGS	1,574	0	0	0
TOTAL REVENUES & OTHER SOURCES	1,248,245	1,246,671	1,359,877	1,359,877
EXPENDITURES & OTHER USES				
OPERATING EXPENSES	1,212,161	1,240,123	1,240,123	1,167,565
TRANSFERS OUT	(265,477)	0	0	0
ADDITION TO RESERVES	0	6,548	0	192,312
TOTAL EXPENDITURES & OTHER USES	946,684	1,246,671	1,240,123	1,359,877
ENDING CASH BALANCE	(480,263)	(473,715)	(360,509)	(168,197)

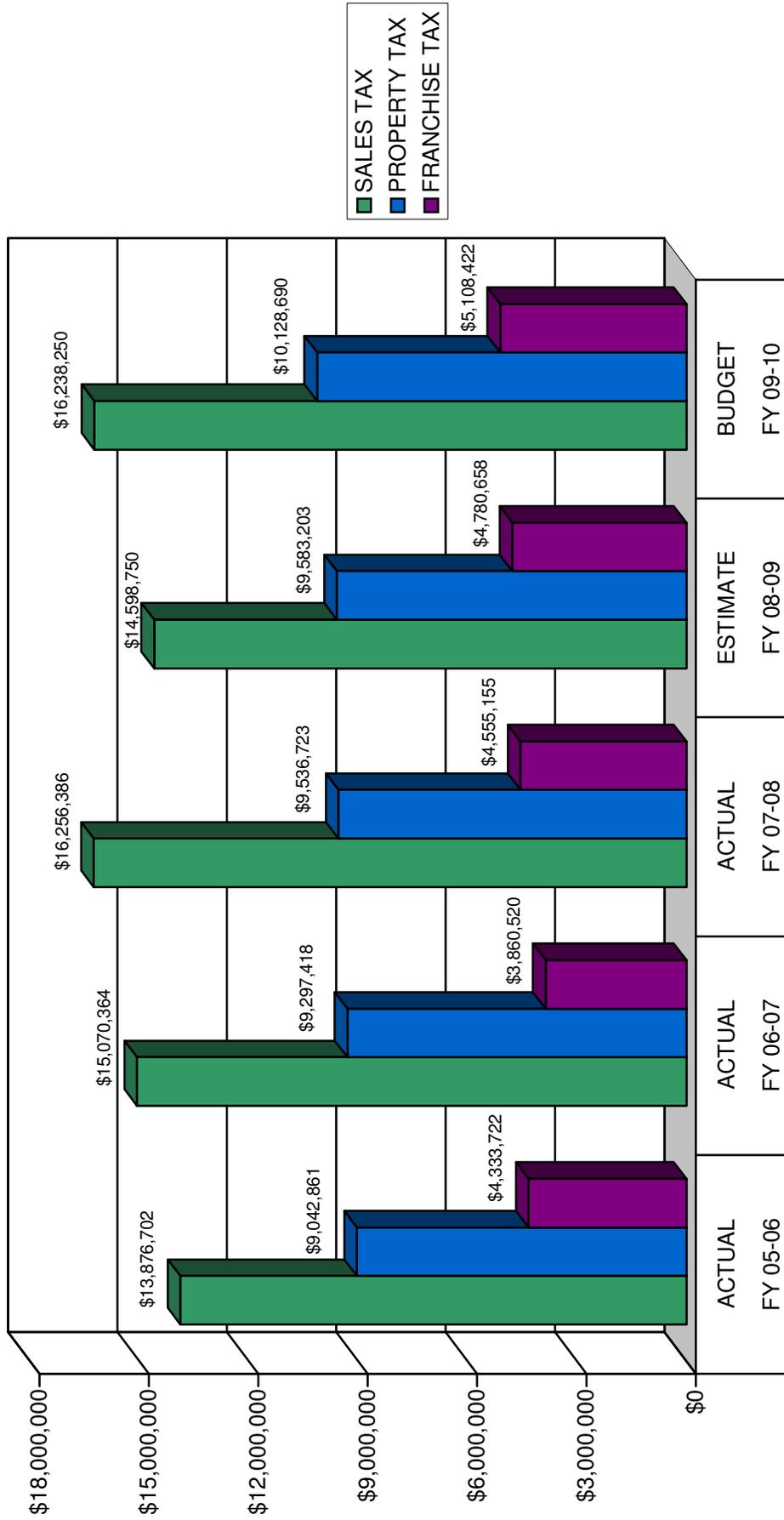
NOTE: BEGINNING CASH BALANCE FIGURES FOR FY 09-10 ARE ESTIMATES ONLY

**CITY OF WEST JORDAN
TOTAL REVENUES
FY 2009-2010**

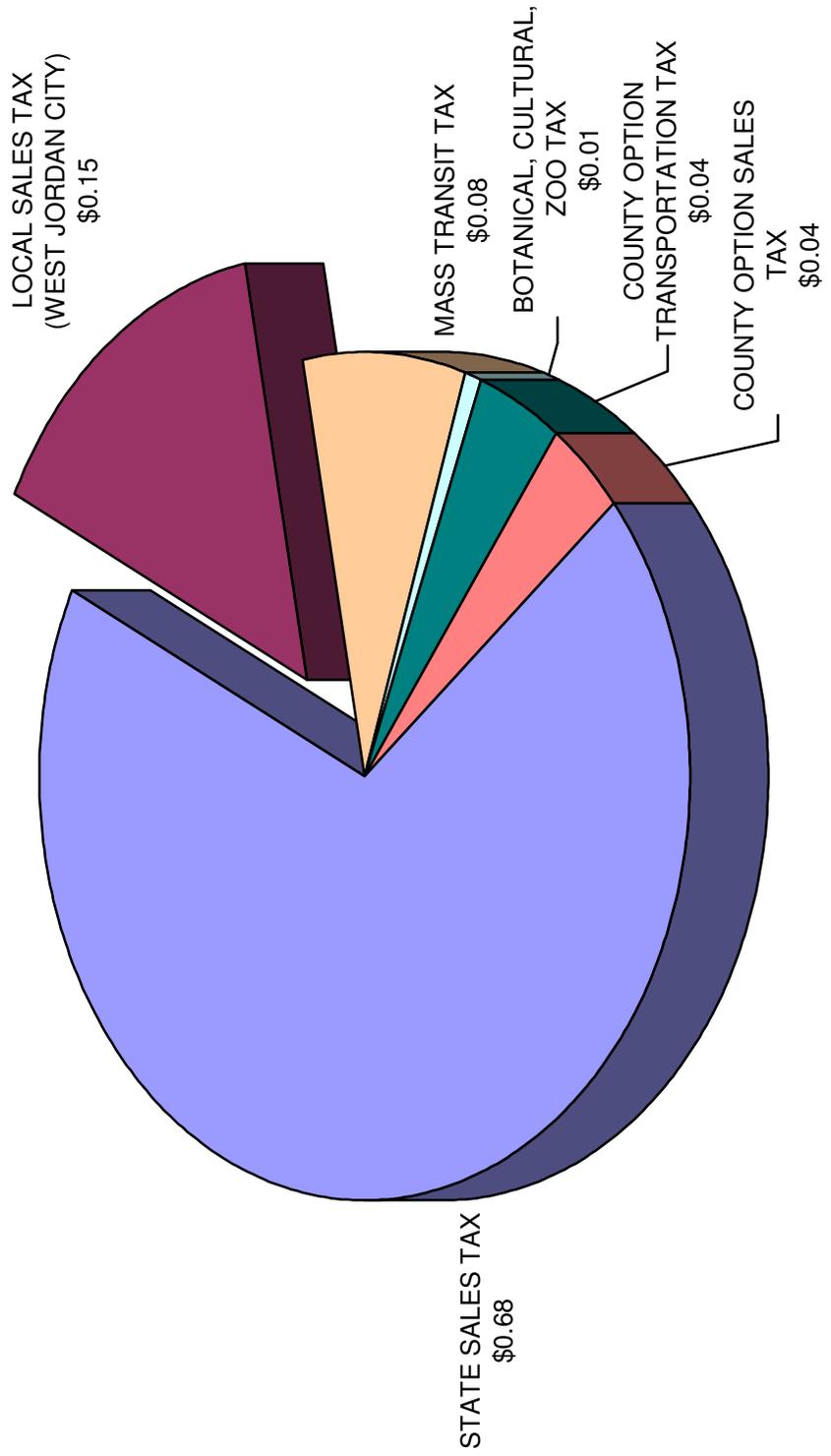
\$79,098,688



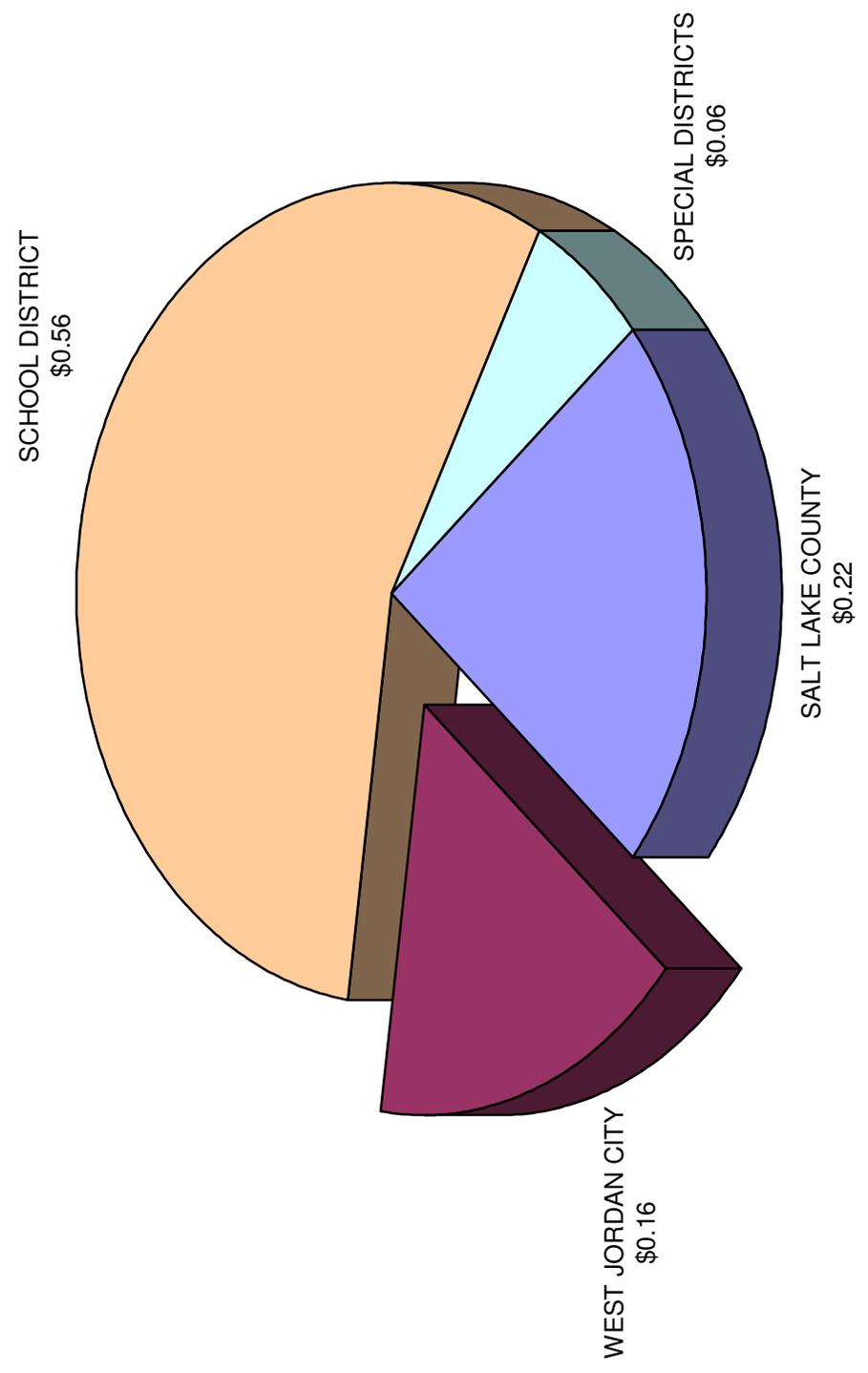
**CITY OF WEST JORDAN
SALES TAX, PROPERTY TAX, AND FRANCHISE TAX REVENUE**



**SALES TAX ALLOCATION
(WHERE YOUR TAX DOLLAR GOES)**

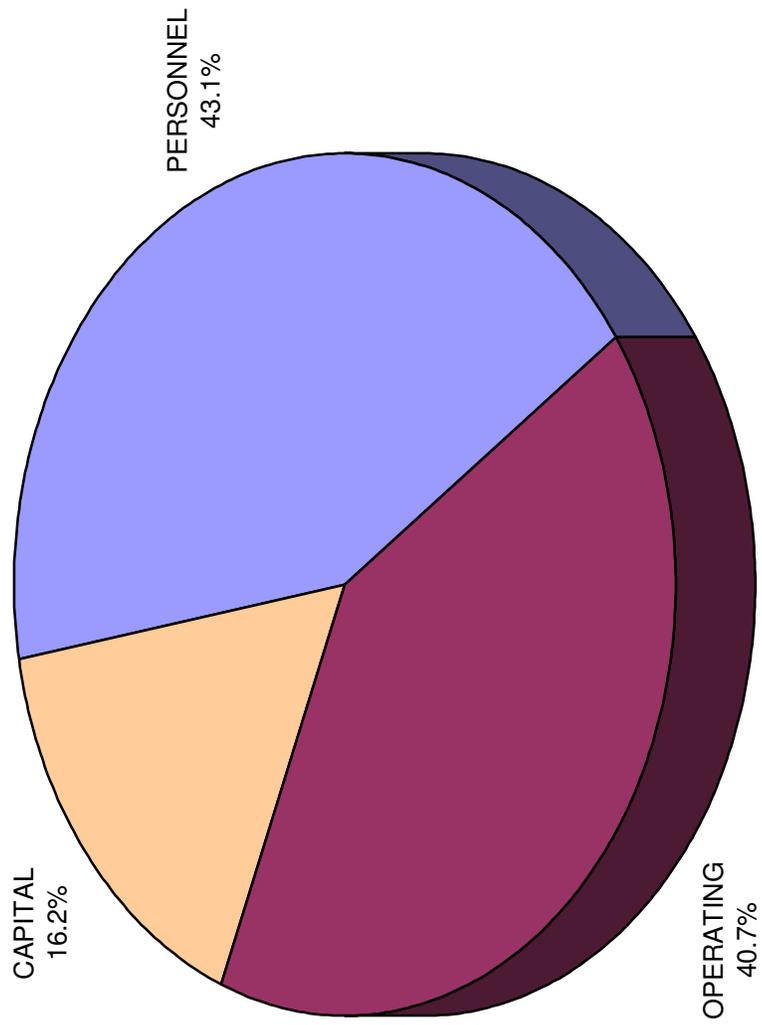


**PROPERTY TAX ALLOCATION
(WHERE YOUR TAX DOLLAR GOES)**



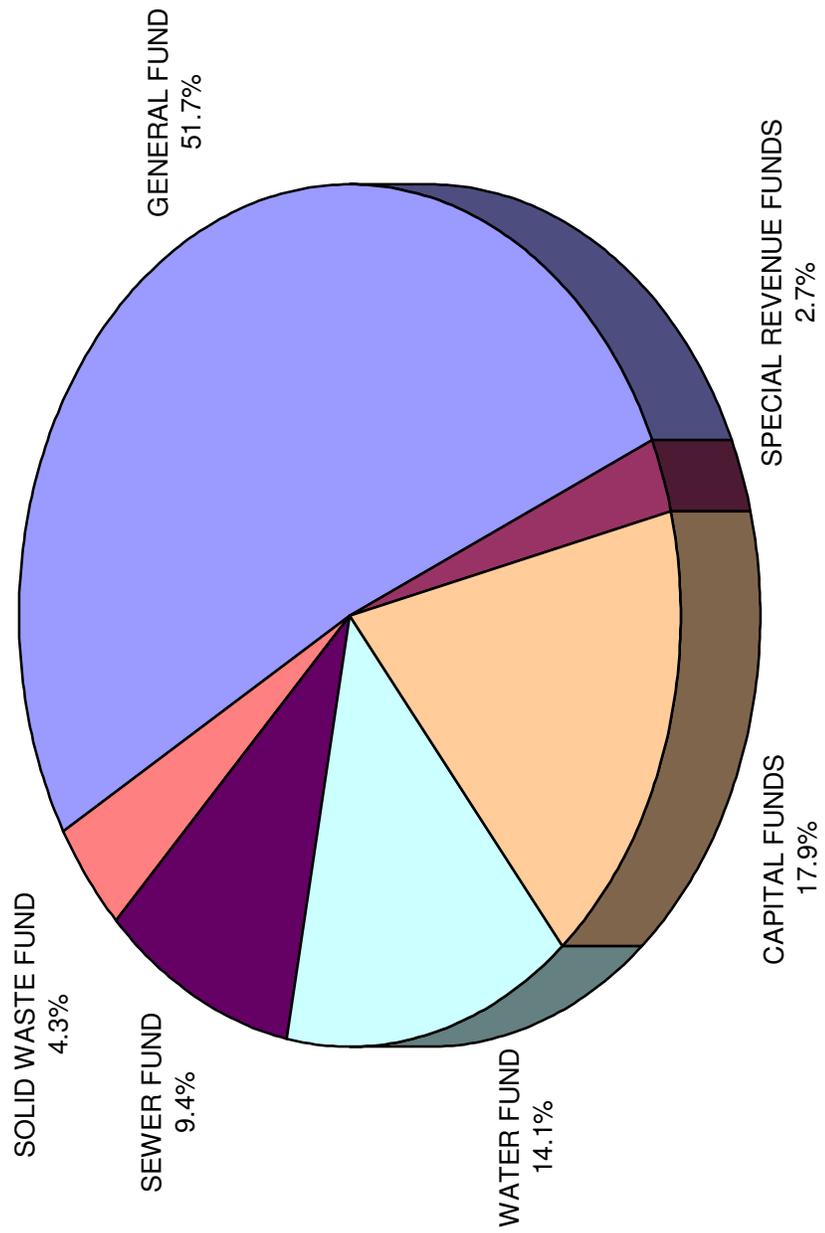
**CITY OF WEST JORDAN
TOTAL EXPENDITURES BY CATEGORY
FY 2009-2010**

\$83,009,689

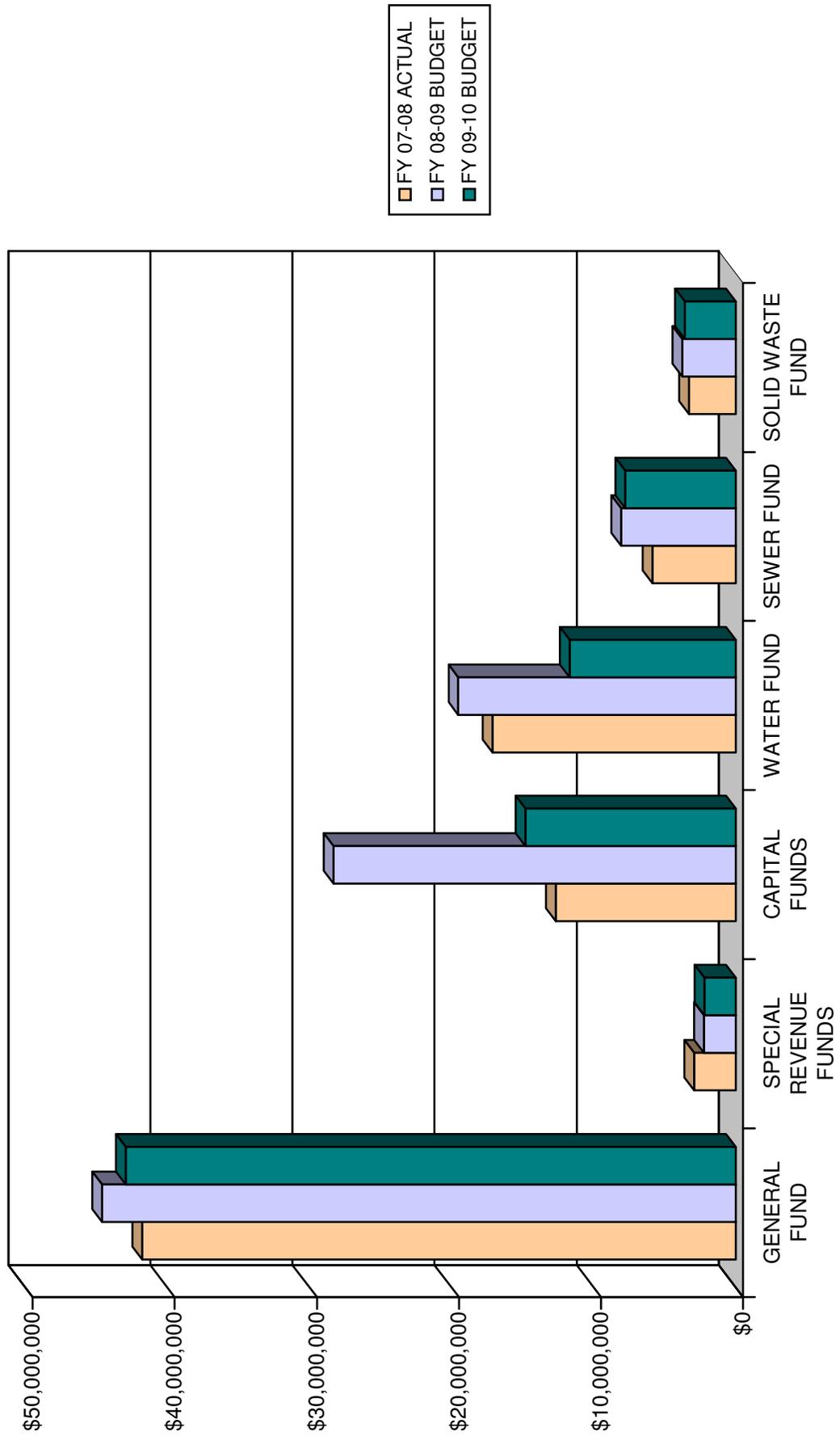


**CITY OF WEST JORDAN
TOTAL EXPENDITURES BY FUND
FY 2009-2010**

\$83,009,689



CITY OF WEST JORDAN EXPENDITURES BY FUND TYPE



OPERATIONAL IMPACTS OF CAPITAL PROJECTS

Roads

The major road project scheduled for construction this year is the widening and intersection safety and traffic flow improvement to 7800 South from 4000 to 4800 West. This project will add a small amount of lane miles to the operations maintenance responsibility, and will increase the cost of signal maintenance contracts, but is not anticipated to require additional operations budget in the coming year.

The other major projects are the surface improvements from the Pavement Management Plan. These types of improvements tend to replace higher cost maintenance for a period of years, so do not typically cause an increase in the budget initially.

Parks

The acquisition of property for open land preservation will not cause an immediate major impact, except that any such property will require periodic weed mowing and control until/unless additional development of the property.

We will be adding new improvements to a number of existing city-owned properties which may significantly increase the operational maintenance requirements. We are unlikely to be able to absorb that extra work with current resources. The Council has expressed interest in discussing alternative funding strategies, including the use of special assessment districts, parks maintenance fees, etc. That discussion will be scheduled for the strategic planning workshop in January/February.

Storm

There will be some increases in underground pipe capacities that will require the attention of our inspection and cleaning program. That program is totally funded from general fund taxes, and the Council has indicated on several occasions a desire to avoid imposing new fees to cover the costs. The City is not in compliance at this time with the Utah Discharge Enforcement System permit due to lack of funding.

We are also anticipating the addition of two new detention basins, which will be maintained partially by the Storm maintenance crew, and partially (grass areas) by the Parks crews. Maintenance of detention areas will be part of the funding discussion at the next strategic plan workshop.

Water

We are currently exploring the possibility of selling revenue bonds to pay for an increased level of water improvements to help us keep ahead of the growth curve. Those improvements, including new storage, new pumps, and some line upgrades, may require additional maintenance efforts. Any such new expansion of maintenance effort will be addressed in next year's budget.

Sewer

The majority of our sewer capital efforts are in the expansion of the regional treatment plant. Although the new facilities will not affect our maintenance budget, since the plant is run by an interlocal agency of five entities, the City's ownership share, and thus our share of the cost for the plant, will increase, and will need to be reflected in subsequent budgets.

CITY OF WEST JORDAN
DEBT SUMMARY

Borrowing Activity During Fiscal Year 2008-2009

The City did not enter into any long-term obligation contracts during fiscal year 2008-2009.

Long-Term Debt Overview

The City is subject to a statutory limitation, by the state of Utah, of general obligation debt of four percent of the estimated market value of taxable property. The City's general obligation debt as of June 30, 2009 is \$9,590,000. The estimated legal debt margin on general obligation debt for fiscal year 2008-2009 is calculated as follows:

Estimated Market Value of Taxable Property	8,810,027,800
Debt limit (4% of market value)	352,401,112
Debt applicable to limit	<u>9,590,000</u>
Legal Debt Margin	342,811,112

The citizens of the City pay property taxes to Jordan School District and Salt Lake County and are partially responsible for the governmental activities debt of those entities. The governmental activities debt outstanding for the three entities and the percentages applicable to West Jordan as of June 30, 2008 are shown in the following schedule:

<u>Governmental Unit</u>	<u>Governmental Activities Debt Outstanding</u>	<u>Estimated Percentage Applicable to West Jordan</u>	<u>Estimated Amount Applicable to West Jordan</u>
Direct:			
City of West Jordan	38,166,939	100.00%	38,166,939
Overlapping:			
Jordan School District	322,695,000	15.96%	51,502,122
Salt Lake County	<u>236,205,000</u>	6.36%	<u>15,022,638</u>
Total	597,066,939		104,691,699

While the City administration and council have general goals and objectives relating to debt, such as maintaining a minimum bond rating, a formal debt policy has not been created.

The City has several long-term obligations that are secured by specific revenue sources. The details of these long-term obligations are summarized in the schedule on the following page.

CITY OF WEST JORDAN
SUMMARY OF LONG-TERM DEBT
FISCAL YEAR 2009-2010

OBLIGATION	ESTIMATED BALANCE JUNE 30, 2009	BUDGETED PRINCIPAL PAYMENTS FY 09-10	BUDGETED INTEREST PAYMENTS FY 09-10	ESTIMATED BALANCE JUNE 30, 2010	DESCRIPTION
1998 LEASE REVENUE BONDS	2,075,000	355,000	88,063	1,720,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$250,000 TO \$955,000 THROUGH DECEMBER 2012; INTEREST AT 3.8 PERCENT TO 4.7 PERCENT; SECURED BY CITY HALL AND TO BE REPAID BY THE MUNICIPAL BUILDING AUTHORITY.
2001A LEASE REVENUE BONDS	2,630,000	150,000	115,995	2,480,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$105,000 TO \$795,000 THROUGH JUNE 2016; INTEREST AT 3.4 PERCENT TO 4.7 PERCENT; SECURED BY A FIRE STATION AND RELATED FIXTURES, FURNITURE, AND EQUIPMENT AND TO BE REPAID BY THE MUNICIPAL BUILDING AUTHORITY.
2001 EXCISE TAX ROAD BONDS	1,050,000	510,000	48,600	540,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$420,000 TO \$540,000 THROUGH JUNE 2011; INTEREST AT 3.25 PERCENT TO 4.75 PERCENT; TO BE REPAID BY CLASS C ROAD TAXES PASSED THROUGH THE STATE OF UTAH TO THE CITY.
2001 SALES TAX REVENUE BONDS	4,910,000	1,550,000	250,675	3,360,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$1,235,000 TO \$1,725,000 THROUGH MARCH 2012; INTEREST AT 3 PERCENT TO 5.5 PERCENT; TO BE REPAID BY SALES TAX REVENUE.
HUD CONTRACT PAYABLE	1,430,000	105,000	106,741	1,325,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$65,000 TO \$155,000 THROUGH AUGUST 2019; INTEREST AT 7.5 PERCENT TO 7.9 PERCENT; TO BE REPAID BY COMMUNITY DEVELOPMENT BLOCK GRANT REVENUE.
2004 TAX INCREMENT REVENUE BONDS	250,000	250,000	10,500	0	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$145,000 TO \$250,000 THROUGH FEBRUARY 2010; INTEREST AT 4.2 PERCENT; TO BE REPAID BY TAXES LEVIED ON PROPERTY IN ONE OF THE CITY'S REDEVELOPMENT AREAS.
2004 GENERAL OBLIGATION BONDS	2,145,000	395,000	86,588	1,750,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$355,000 TO \$460,000 THROUGH APRIL 2014; INTEREST AT 3 PERCENT TO 5.25 PERCENT; TO BE REPAID BY PROPERTY TAX ASSESSMENTS.
2005 TAX INCREMENT REVENUE BONDS	6,355,000	835,000	331,065	5,520,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$530,000 TO \$865,000 THROUGH JUNE 2018; INTEREST AT 4.79 PERCENT TO 5.38 PERCENT; TO BE REPAID BY TAXES LEVIED ON PROPERTY IN ECONOMIC DEVELOPMENT AREA NUMBER 2.
2006 GENERAL OBLIGATION BONDS	7,445,000	50,000	291,276	7,395,000	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$45,000 TO \$785,000 THROUGH APRIL 2025; INTEREST AT 3.55 PERCENT TO 4 PERCENT; TO BE REPAID BY PROPERTY TAX ASSESSMENTS.
2008 TAX INCREMENT REVENUE BONDS	4,497,000	0	200,117	4,497,000	INTEREST-ONLY PAYMENTS DUE THROUGH JUNE 2017, FOLLOWED BY ANNUAL PRINCIPAL INSTALLMENTS OF \$135,000 TO \$960,000 THROUGH JUNE 2023; INTEREST AT 4.45 PERCENT; TO BE REPAID BY TAXES LEVIED ON PROPERTY IN ECONOMIC DEVELOPMENT AREA NUMBER 2.
2008 WATER REVENUE BONDS	2,312,564	1,425,000	101,065	887,564	DUE IN ANNUAL PRINCIPAL INSTALLMENTS OF \$180,000 TO \$1,425,000 THROUGH JUNE 2013; INTEREST AT 4.1 PERCENT; TO BE REPAID BY WATER FEES.
TOTAL	35,099,564	5,625,000	1,630,685	29,474,564	

Debt Service Scheduled Payments

FY 09/10 FY 10/11 FY 11/12 FY 12/13 FY 13/14 FY 14/15 FY 15/16 FY 16/17 FY 17/18 FY 18/19 FY 19/20 FY 20/21 FY 21/22 FY 22/23 FY 23/24 FY 24/25

Sales Tax Revenue Bonds - Average Interest Rate 4.46%															
Various Stormsewer projects, parks															
Sales Tax	1,800,675	1,819,800	1,819,875	Note: RDA covers 38% of this debt service.											
Total for SALES TAX	1,800,675	1,819,800	1,819,875												

Municipal Building Authority Bonds - Average Interest Rate 4.57%															
City Hall	443,063	446,450	443,855	977,443											
Municipal Building Authority Bonds - Average Interest Rate 4.58%															
Fire Station #53	265,995	259,770	263,190	231,770	685,188	686,970	813,683								
Total for GF LEASE REVENUES	709,058	706,220	707,035	1,209,213	685,188	686,970	813,683								

General Obligation Bonds - 2004 & 2006 - Average Interest Rate - 3.95%															
Justice Center/Open Space	822,864	821,251	818,564	834,564	818,026	816,276	816,481	815,669	818,819	821,019	821,800	820,800	818,800	820,800	816,400
Total for GF PROPERTY TAXES	822,864	821,251	818,564	834,564	818,026	816,276	816,481	815,669	818,819	821,019	821,800	820,800	818,800	820,800	816,400

Water Revenue Bonds - Average Interest Rate 3.76%															
Water lines/meters	1,526,065	572,640	350,910	187,380											
Total for WATER REVENUES	1,526,065	572,640	350,910	187,380											

Excise Tax Bonds - Average Interest Rate 4.07%															
Jordan Landing Blvd	558,600	565,650													
Total for C ROAD TAXES	558,600	565,650													

RDA Bonds - Average Interest Rate 4.20%															
Independence Square	260,500														
Total for RDA - PROPERTY TAX INCREMENT	260,500														

RDA Bonds - Average Interest Rate 5.21%															
KraftMaid Cabinetry, Inc.	1,166,065	1,079,315	1,019,341	944,686	861,466	790,103	750,388	765,938	558,488						
Total for RDA - PROPERTY TAX INCREMENT	1,166,065	1,079,315	1,019,341	944,686	861,466	790,103	750,388	765,938	558,488						

Special Assessment Bonds - Average Interest Rate 4.45%															
KraftMaid Cabinetry, Inc.	200,117	200,117	200,117	200,117	200,117	200,117	200,117	200,117	200,117	395,117	949,109	975,512	1,029,244	1,043,972	968,252
Total for SPECIAL ASSESSMENT	200,117	395,117	949,109	975,512	1,029,244	1,043,972	968,252								

General Fund Revenues

Summary 46
Detail 47



GENERAL FUND REVENUE

Because the budget this year is organized by accountability centers (departments), general fund operations activities show up in a variety of locations. Funding, however, is generally from broad categories of taxes and other sources and is therefore reported in a single location.

We have seen a general decline in taxes and other revenue over the last couple of years as the economy has struggled. Our general approach is to be conservative in our estimates, then be regularly vigilant to respond to changes as they appear.

In the near future, we will attempt to draw a closer correlation between the programs funded through the General Fund and some of the specific revenues that support those programs. Typically programs and departments in the General Fund are not entirely paid for with fees attributable to direct use, like you might see in enterprise funds like water, wastewater, and solid waste. The implication is that the General Fund services provide a community-wide benefit, the cost of which is worth sharing across the entire community.

**GENERAL FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED	
	FY 07-08	BUDGET	ESTIMATE	BUDGET	
	FY 07-08	FY 08-09	FY 08-09	FY 09-10	
<u>TAXES</u>					
3110000	PROPERTY TAXES	8,500,778	8,708,099	8,530,601	9,055,071
3120000	DELINQUENT PROP TAX	209,682	250,000	231,282	250,000
3130000	SALES TAX	14,404,386	15,477,843	12,785,750	14,435,250
3140000	CABLE FRANCHISE TAX	362,829	360,000	403,773	394,000
3150000	UTILITY FRANCHISE TAX	4,555,155	4,935,673	4,780,658	5,108,422
3151000	TELECOMMUNICATIONS TAX	0	1,125,000	1,176,630	1,333,000
3160000	MOTOR VEHICLE TAXES	1,047,404	1,083,360	1,079,636	1,099,610
3170000	TRANSIENT ROOM TAX	1,414	10,000	22,708	17,000
3190000	PEN & INT ON DEL TAX	28,319	39,000	15,191	35,000
TOTAL TAXES		29,109,967	31,988,975	29,026,229	31,727,353
<u>LICENSES & PERMITS</u>					
3210000	BUSINESS LICENSES	302,827	348,000	290,112	335,000
3211000	ANIMAL LICENSES	51,990	42,000	51,904	46,000
3212000	BUSINESS LICENSE APP FEE	0	0	3,810	30,000
3218000	CONDITIONAL USE PERMITS	30,071	39,480	20,950	20,160
3219000	FIRE PERMIT FEE	0	0	66	0
3220000	1% BUILDING PERMIT SURCH	(1,314)	0	(125)	0
3221000	BUILDING PERMITS	1,207,781	1,258,497	1,215,877	1,100,000
3222000	ENCROACHMENT PERMITS	104,450	150,000	90,974	90,000
TOTAL LICENSES & PERMITS		1,695,805	1,837,977	1,673,568	1,621,160
<u>INTERGOVERNMENTAL</u>					
3314000	HOMELAND SEC. WMD GRANT	7,995	0	0	0
3326000	WJC HEALTHY CITY COMMITTEE	10,647	14,400	12,560	13,300
3356000	ALLOT-CLASS C	3,336,327	3,400,000	3,119,963	3,400,000
3358000	ALLOT- LIQUOR FUND	75,152	94,050	94,050	85,000
3359000	STATE ARTS GRANT	981	1,500	1,350	1,500
3360010	STATE ASSET FORF. GRANT	18,595	0	0	0
3362000	EMS PERCAPITA	30,580	31,500	17,979	0
3363000	CRIME VICTIMS REPARATION	32,625	32,000	32,625	32,000
3364000	COPS UHP GRANT	195	0	0	0
3365500	US DEPT OF JUSTICE GRANT	0	5,000	5,490	5,490
3366000	COUNTY ARTS GRANT	10,000	15,000	11,840	15,000
3367300	FIRE PUBLIC EDU. & PREPAR.	51,380	0	0	0
3369100	JUSTICE ASSISTANCE GRANT	40,684	13,896	13,896	0
3369200	STATE CCJJ JAG	0	16,045	16,045	0
3374000	MISC INTERGOVERNMENT REV	0	0	22,450	0
3375010	FED ASSET SHARING PROGRAM	11,449	36,778	0	27,700
3376000	HOMELAND SECURITY - FIRE	34,687	0	0	0
3377000	JORDAN SCHOOL REIMB.	180,000	270,000	270,000	270,000
3380001	DARE INSTRUCTION REIMB.	0	850	0	0
3380002	GANG TASK FORCE REIMB.	1,470	4,200	173	2,000
3380003	DEA TASK FORCE REIMB.	7,666	15,572	16,103	16,000
TOTAL INTERGOVERNMENTAL		3,850,433	3,950,791	3,634,524	3,867,990

**GENERAL FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>CHARGES FOR SERVICE</u>				
3411000 RECLAIMED ANIMALS	36,525	39,000	34,768	39,000
3411100 PET STERILIZATION CHARGE	8,883	12,000	8,381	8,900
3412000 SITE PLAN REVIEW	54,923	54,426	50,780	57,500
3413000 ZONING & SUBDIVISION FEE	128,101	149,648	139,934	162,000
3415000 MAPS & PUBS FEE	1,045	948	678	760
3416000 NSF/SERV CHR/LATE FEE	4,820	4,500	4,800	5,000
3417000 SPECS AND ENGINEERING FEE	2,275	2,000	885	4,000
3421000 SPECIAL POLICE SERVICE	34,044	34,000	36,850	35,000
3424000 INSPECTION FEE	19,149	17,800	22,790	18,100
3425000 FIRE INSPECTION FEE	37,252	34,068	40,052	31,804
3425100 COST RECOVERY - FIRE	0	2,500	0	2,500
3428000 FALSE ALARM RUNS	24,600	31,000	24,526	26,000
3430000 ENGIN REVIEW & INSP FEE	297,521	220,000	173,498	95,000
3430010 DEVELOPER REIMB - TRAFFIC	72,839	60,000	308,615	60,000
3430020 CONCEPT PLAN MEETING FEE	0	25,000	17,000	18,500
3431000 TECHNOLOGY SURCHARGE	35,682	50,000	47,741	40,000
3444000 LEGAL DEFENDER REIMB.	10,953	11,700	14,224	13,700
3474000 PARKS, PUBLIC PROPERTY	72,120	68,437	84,038	68,437
3475000 STREET LIGHT FEE	317,607	542,272	557,296	558,709
3477000 SIGN REVIEW	4,175	2,125	2,875	2,050
3478000 AMBULANCE FEES	759,825	904,750	975,270	931,891
3481000 CEMETERY LOT SALE	62,865	84,530	51,005	56,381
3483000 OPENING & CLOSING	31,415	34,240	29,425	32,068
TOTAL CHARGES FOR SERVICE	2,016,619	2,384,944	2,625,431	2,267,300
<u>INTERFUND CHARGES</u>				
3499044 INTERFUND - ROAD CAPITAL	435,736	385,190	385,190	614,959
3499045 INTERFUND - PARKS CAPITAL	14,400	101,142	101,142	13,753
3499046 INTERFUND - STORM CAPITAL	61,222	91,222	91,222	180,531
3499051 INTERFUND - WATER	1,815,481	1,834,359	1,834,359	1,786,911
3499052 INTERFUND - SEWER	1,154,557	1,120,298	1,120,298	1,161,592
3499054 INTERFUND - SOLID WASTE	422,411	449,369	449,369	372,069
3499061 INTERFUND - FLEET	64,440	60,324	60,324	21,464
TOTAL INTERFUND CHARGES	3,968,247	4,041,904	4,041,904	4,151,279
<u>FINES & FORFEITURES</u>				
3511000 COURT FINES	1,945,378	2,071,575	1,796,680	2,144,000
3512000 SPECIAL ENFORCEMENTS	12,845	5,000	2,529	4,000
3513000 YOUTH COURT	998	300	210	300
TOTAL FINES & FORFEITURES	1,959,221	2,076,875	1,799,419	2,148,300

**GENERAL FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>MISCELLANEOUS REVENUES</u>				
3610000 INTEREST EARNINGS	318,318	162,500	129,654	35,000
3611000 C ROAD INTEREST	186,986	75,000	78,041	50,000
3620000 RENTS, CONCESSIONS	41,186	37,136	39,355	36,662
3620200 ARTS COUNCIL	23,864	29,750	24,633	24,100
3621000 CHAMBER OF COMMERCE RENT	10,875	10,800	10,800	1,200
3623000 PROPERTY LEASES	62,791	49,470	69,006	45,851
3624000 CRIME FAIR	2,011	5,250	2,900	5,100
3626000 JULY 4TH CELEBRATION	551	13,650	0	20,800
3626010 MISCELLANEOUS EVENTS	1,240	6,800	450	1,400
3627000 RDA ADMIN REIMBURSEMENT	119,097	98,486	98,486	92,672
3629000 100,000 CELEBRATION	72,742	0	137	0
3660030 VICTIMS ASSISTANCE CONTRIB.	3,352	3,400	1,215	3,000
3660050 ANIMAL CONTROL CONTRIB.	1,713	3,523	3,827	3,000
3670000 HISTORY BOOKS	245	0	185	0
3690000 SUNDRY REVENUE	142,346	256,942	81,335	170,000
TOTAL MISCELLANEOUS REVENUES	987,317	752,707	540,024	488,785
<u>TRANSFERS IN</u>				
3826000 TRANSFER FROM FLEET FUND	0	0	0	500,000
3873000 TRANSFER FROM RDA FUND	699,438	737,355	682,038	679,438
3874043 TRANSFER FROM CAP SUPPORT	1,400,000	402,500	402,500	0
TOTAL TRANSFERS IN	2,099,438	1,139,855	1,084,538	1,179,438
<u>CONTRIBUTIONS</u>				
3871000 CONT FROM FUND BALANCE	0	1,734,889	0	933,071
3872000 CONT FROM C ROAD RESERVES	0	4,051,968	0	0
TOTAL CONTRIBUTIONS	0	5,786,857	0	933,071
TOTAL GENERAL FUND REVENUES	45,687,047	53,960,885	44,425,637	48,384,676

Office of the City Manager

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OFFICE OF THE CITY MANAGER

AGENDA MANAGEMENT

PURPOSE

Assemble and process the City Council agenda packet information, through scheduling and compiling the various documents required for City Council approval. Ongoing attention is required to provide all departments of the City with comprehensive agenda management preparation.

GOALS

Coordinate all City Council action items with the various departments. Provide the information required for Council meetings in a concise and efficient manner.

OUTCOME/MEASUREMENT

Have the Council agenda packet completed, distributed, and online by 5:00 p.m. the Thursday prior to the Council meeting.

**AGENDA MANAGEMENT
10414401**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	65,986
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	12,767
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	11,147
4130130 WORKERS COMPENSATION	0	0	0	132
4130140 LONG-TERM DISABILITY	0	0	0	732
4130150 UNEMPLOYMENT	0	0	0	330
4130160 VEHICLE ALLOWANCE	0	0	0	1,565
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	600
4220000 PUBLIC NOTICES	0	0	0	10,000
4240000 OFFICE SUPPLIES	0	0	0	2,300
4256100 COPIER MAINTENANCE	0	0	0	2,300
4310000 PROFESSIONAL & TECHNICAL	0	0	0	6,200
4330000 TRAINING	0	0	0	1,000
4480000 DEPARTMENT SUPPLIES	0	0	0	720
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL AGENDA MANAGEMENT	0	0	0	116,379
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	93,259
OPERATING EXPENSES	0	0	0	23,120
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	116,379



OFFICE OF THE CITY MANAGER

RECORDS MANAGEMENT

PURPOSE

Establish and maintain a Records Management program addressing all official City documents, providing complete and accurate information in a timely, efficient, and professional manner to any and all individuals.

GOALS

- Create an organized and efficient filing system for all records maintained in the City Clerk's office.
- Provide documents requested by individuals in a timely manner.

OUTCOME/MEASUREMENT

- Maintain the Records File Room in an orderly fashion to provide access to records.
- Respond to all GRAMA requests prior to the 10-day deadline.

**RECORDS MANAGEMENT
10414402**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	72,287
4110030 SICK LEAVE BUYOUT	0	0	0	900
4130110 RETIREMENT	0	0	0	13,986
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	12,685
4130130 WORKERS COMPENSATION	0	0	0	144
4130140 LONG-TERM DISABILITY	0	0	0	802
4130150 UNEMPLOYMENT	0	0	0	361
4130160 VEHICLE ALLOWANCE	0	0	0	1,509
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	300
4240000 OFFICE SUPPLIES	0	0	0	2,000
4256100 COPIER MAINTENANCE	0	0	0	1,500
4310000 PROFESSIONAL & TECHNICAL	0	0	0	8,000
4330000 TRAINING	0	0	0	2,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL RECORDS MANAGEMENT	0	0	0	116,474
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	102,674
OPERATING EXPENSES	0	0	0	13,800
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	116,474



OFFICE OF THE CITY MANAGER

ELECTIONS

PURPOSE

Manage all legal requirements of the entire Municipal Election process. The Office is responsible for interpreting, and implementing all mandatory State Election laws and requirements to conduct any and all Municipal Elections.

GOALS

Coordinate with other departments to establish an increased voter turnout during the 2009 Municipal Election. This would include Public Information as well as Information Technology.

OUTCOME/MEASUREMENT

Increase voter turnout from the 18% achieved in 2005, to 25% for 2009.

ELECTIONS**10417001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4220000 PUBLIC NOTICES	0	0	0	1,500
4610000 MISC SUPPLIES	0	0	0	1,000
4610001 COUNTY	0	0	0	153,920
TOTAL ELECTIONS	0	0	0	156,420
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	0	0	0	156,420
TOTAL FUNCTIONAL AREAS	0	0	0	156,420



OFFICE OF THE CITY MANAGER

EVENTS/VOLUNTEER SUPPORT

PURPOSE

The purpose of events is multifaceted. At their core, they should bring people together from our city and from surrounding areas. When events bring people together, they create a feeling of community and support. As people travel from other areas to our events, we want them to see our great city, retail possibilities and for them to spend their money here not just before and after the event, but on return visits giving us a stronger retail tax base. To support city volunteers and help them succeed.

GOALS

- Stay within budgets, secure revenue opportunities, increase event attendance and public knowledge of events and programs.
- Create a positive vision and outcome for the city.
- Continue with volunteer opportunity development and develop a long-term volunteer plan of action.
- Work cohesively with all volunteer committees to provide support and services for their success.

OUTCOME/MEASUREMENT

- Increase attendance for city events and volunteer committee events.
- Increase positive public awareness of the City and events.
- Keep within budgets.
- Bring new revenue and marketing sources to event and committee.
- Substantial increase in volunteer support and help.

EVENTS
10413301

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	65,251
4110001 SALARIES PART/SEASONAL	0	0	0	6,679
4110030 SICK LEAVE BUYOUT	0	0	0	400
4130110 RETIREMENT	0	0	0	13,665
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	7,763
4130130 WORKERS COMPENSATION	0	0	0	914
4130140 LONG-TERM DISABILITY	0	0	0	724
4130150 UNEMPLOYMENT	0	0	0	360
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	280
4310014 MISCELLANEOUS EVENTS	0	0	0	19,000
4610205 JULY 4TH CELEBRATION	0	0	0	100,000
4610209 CRIME FAIR / FAMILY DAY	0	0	0	9,900
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL EVENTS	0	0	0	224,936
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	95,756
OPERATING EXPENSES	0	0	0	129,180
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	224,936



OFFICE OF THE CITY MANAGER

PUBLIC INFORMATION/TRANSPARENCY

PURPOSE

Serve as the primary contact for public and media affairs and proactively develop and distribute information to the public and news media. Work closely with the City Council, city departments, and committees to publicize city events and issues. Participate in the design and management of programs to build community support.

GOALS

- Provide reliable, timely and transparent information to the public via the media, city website, newsletter and other communications methods.
- Provide internal communications support for all city departments and committees.

OUTCOME/MEASUREMENT

- Respond to media on the same day as request received.
- Keep website updated by removing dated material within one business day and posting new content within one business day of receipt.

**PUBLIC INFORMATION
10413102**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	32,019
4110001 SALARIES PART/SEASONAL	0	0	0	13,358
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	7,533
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	4,275
4130130 WORKERS COMPENSATION	0	0	0	312
4130140 LONG-TERM DISABILITY	0	0	0	355
4130150 UNEMPLOYMENT	0	0	0	227
4130160 VEHICLE ALLOWANCE	0	0	0	503
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	60
4240000 OFFICE SUPPLIES	0	0	0	185
4280000 TELEPHONE	0	0	0	500
4310000 PROFESSIONAL & TECHNICAL	0	0	0	4,800
4322010 CHAMBER - WJL ADVERTISING	0	0	0	2,400
4610060 NEWSLETTER	0	0	0	22,800
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PUBLIC INFORMATION	0	0	0	89,527
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	58,782
OPERATING EXPENSES	0	0	0	30,745
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	89,527



OFFICE OF THE CITY MANAGER

CITY MANAGER

PURPOSE

Lead the organization to greatness in professionalism, responsiveness, innovation, and effectiveness. Establish standards of conduct, ethical behavior, compassion, and communication through example, coaching, and respect.

GOALS

- Design and implement policies and practices to reach financial sustainability within five years.
- Implement an initial Program-based Performance and Accountability budget system for Fiscal Year 2009-10, and refine the goals and performance measure accountability tools within two budget cycles.
- Within three budget cycles, have a current year balanced budget for operational activities.
- Present to City Council a Fiscal Recovery Plan in 2009, and refine it for the FY 2010-11 budget.
- Complete a resource / service benchmarking study in 2009-10.
- Initiate a rotating outsourcing analysis process for the FY 2010-11 budget process.
- Present to City Council an incremental tax strategy to support sustainability goals.
- Train and mentor city staff to assume enthusiastic and confident leadership and accountability; to tap the intelligence and creative resources of the community and staff to expand our effectiveness; to become major players and positive contributors in regional and state-wide challenges.

OUTCOME/MEASUREMENT

- Complete time-promised program goals within the identified timeframes.
- Complete challenge improvement processes for each goal with specific deliverables.
- Survey training and mentoring effectiveness internally and with community and regional partners.

**CITY MANAGER
10413101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	188,048
4110001 SALARIES PART/SEASONAL	0	0	0	2,826
4110030 SICK LEAVE BUYOUT	0	0	0	1,000
4130110 RETIREMENT	0	0	0	37,127
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	22,274
4130130 WORKERS COMPENSATION	0	0	0	2,880
4130140 LONG-TERM DISABILITY	0	0	0	2,087
4130150 UNEMPLOYMENT	0	0	0	954
4130160 VEHICLE ALLOWANCE	0	0	0	6,820
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	1,248
4240000 OFFICE SUPPLIES	0	0	0	2,790
4280000 TELEPHONE	0	0	0	805
4330000 TRAINING	0	0	0	3,200
4610000 MISCELLANEOUS SUPPLIES	0	0	0	1,800
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CITY MANAGER	0	0	0	273,859
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	264,016
OPERATING EXPENSES	0	0	0	9,843
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	273,859



OFFICE OF THE CITY MANAGER

CITY COUNCIL

Mission Statement of the City of West Jordan:

*“Provide necessary support services to promote a positive, safe atmosphere
for families, business, and industry to grow and flourish.”*

**CITY COUNCIL
10411201**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	135,925
4110001 SALARIES PART/SEASONAL	0	0	0	2,826
4110030 SICK LEAVE BUYOUT	0	0	0	500
4130110 RETIREMENT	0	0	0	28,029
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	59,395
4130130 WORKERS COMPENSATION	0	0	0	1,846
4130140 LONG-TERM DISABILITY	0	0	0	1,509
4130150 UNEMPLOYMENT	0	0	0	694
4130160 VEHICLE ALLOWANCE	0	0	0	3,669
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	45,680
4240000 OFFICE SUPPLIES	0	0	0	720
4280000 TELEPHONE	0	0	0	400
4315000 PLANNING COMMISSION	0	0	0	9,261
4317000 BOARD OF ADJUSTMENTS	0	0	0	900
4318000 ARTS COUNCIL	0	0	0	47,700
4320000 JUNIOR MISS	0	0	0	1,500
4321300 YOUTH COURT	0	0	0	750
4322000 CHAMBER OF COMMERCE	0	0	0	48,000
4323100 SISTER CITY COMMITTEE	0	0	0	880
4323400 HEALTHY CITY COMMITTEE	0	0	0	14,900
4324000 HISTORICAL SOCIETY	0	0	0	3,614
4326000 URBAN FORESTRY	0	0	0	4,050
4330000 TRAINING	0	0	0	4,000
4610000 MISCELLANEOUS SUPPLIES	0	0	0	1,800
4610010 CONTINGENCY	0	0	0	233,000
4610210 EASTER EGG HUNT	0	0	0	500
TOTAL COUNCIL	0	0	0	652,048
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	234,393
OPERATING EXPENSES	0	0	0	417,655
TOTAL FUNCTIONAL AREAS	0	0	0	652,048



OFFICE OF THE CITY MANAGER

NON-DEPARTMENTAL

PURPOSE

The non-departmental budget handles the few expenses that are organization-wide in nature and not allocated to specific departments or programs. This year the categories include: medical payments for retirees; funding of the risk management function (transfers funding to the Risk Management Fund); and employee events (we hold an annual summer barbeque and Christmas luncheon).

Next year we will be allocating Risk Management by exposure and experience to other accountability centers. Because this is the lion's share of this budget, we may determine at that point to move the other two categories to other budgets and eliminate the non-departmental budget.

**NON-DEPARTMENTAL
10415001**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
<u>SALARIES & BENEFITS</u>				
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	104,000
<u>OPERATING EXPENSES</u>				
4511000 RISK MANAGEMENT	0	0	0	713,195
4610028 EMPLOYEE EVENTS	0	0	0	16,000
<u>CAPITAL OUTLAYS</u>				
4738008 LAND PURCHASES	0	0	0	0
TOTAL NONDEPARTMENTAL	0	0	0	833,195
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	104,000
OPERATING EXPENSES	0	0	0	729,195
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	833,195



OFFICE OF THE CITY MANAGER

WESTERN STAMPEDE FUND

PURPOSE

The Western Stampede Fund is set up as a special revenue fund, in order to accurately track the costs of the annual Western Stampede rodeo and related events. The Stampede Fund typically receives some subsidy from the General Fund (tax support), which is mixed with the direct revenues from the event such as ticket sales and sponsorships. This year the budgeted subsidy represents about 15.6% of the total budget.

**WESTERN STAMPEDE FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3610000 INTEREST EARNINGS	2,422	0	0	0
3710001 TICKET SALES	91,035	121,950	91,020	122,560
3711000 DEMOLITION DERBY	55,285	0	15,993	0
3714000 PROGRAM SALES	0	1,000	0	0
3717000 SPONSORS	17,468	30,000	16,068	23,750
3719000 COMMERCIAL BOOTHS	3,950	0	3,950	0
3723000 MISCELLANEOUS	750	1,000	750	0
37XXXXX PROFESSIONAL BULL RIDERS	0	94,550	0	0
3825000 TRANS FROM GENERAL FUND	30,000	30,000	30,000	27,000
TOTAL WESTERN STAMP. FUND REVENUES	200,910	278,500	157,781	173,310

**WESTERN STAMPEDE
23420001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED	
	FY 07-08	BUDGET	ESTIMATE	BUDGET	
		FY 08-09	FY 08-09	FY 09-10	
<u>OPERATING EXPENSES</u>					
4310001	RODEO	87,802	80,363	100,944	79,363
4310002	ROYALTY	1,667	2,085	3,050	2,085
4310011	PUBLICITY	26,154	29,300	29,300	29,300
4310016	ADMINISTRATION	16,191	21,190	21,190	21,190
4310020	DEMOLITION DERBY	26,006	18,595	500	18,595
4310023	TOUGH ENOUGH	0	0	1,450	0
4480000	DEPT SUPPLIES	441	2,750	2,750	2,750
4890000	CONTR. TO FUND BAL.	0	29,667	0	20,027
TOTAL WESTERN STAMPEDE		158,261	183,950	159,184	173,310
FUNCTIONAL SUMMARY					
OPERATING EXPENSES		158,261	183,950	159,184	173,310
TOTAL FUNCTIONAL AREAS		158,261	183,950	159,184	173,310

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LEGAL DEPARTMENT

LEGAL ADMINISTRATION

PURPOSE

To provide prompt and accurate support to the property, litigation, prosecution, risk management and general legal programs of the Legal Department.

GOALS

- Review assignments and status conference with legal staff.
- Make assignments in writing with completion dates.
- E-mails – respond to each e-mail within 24 business hours, even if the response is to say that we will have to get back to them.
- Process purchase orders and disbursements within five days of receipt.
- Prepare initial draft legislative copy for text amendment ordinances within five days of receipt from outside City department.
- Phone calls answered within three rings and all phone messages returned within 24 business hours, even if the response is to say that we will have to get back to them, unless pre-empted by vacation or illness.

OUTCOME/MEASUREMENTS

- Quarterly reviews with legal staff.
- Track assignment dates with due date reminders and quarterly reviews.
- Complete time-promised program goals within the identified timeframes.

**LEGAL ADMINISTRATION
10414501**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	124,025
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	26,426
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	15,466
4130130 WORKERS COMPENSATION	0	0	0	247
4130140 LONG-TERM DISABILITY	0	0	0	1,377
4130150 UNEMPLOYMENT	0	0	0	620
4130160 VEHICLE ALLOWANCE	0	0	0	1,677
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	100
4240000 OFFICE SUPPLIES	0	0	0	750
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL LEGAL ADMINISTRATION	0	0	0	170,988
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	170,138
OPERATING EXPENSES	0	0	0	850
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	170,988



LEGAL DEPARTMENT

GENERAL LEGAL

PURPOSE

To provide sound and current legal advice to City personnel, council, boards and commissions, to ensure the legality, clarity and accuracy of the municipal code and to ensure effective contract language

GOALS

- Respond to each research project within two weeks of request for information, even if the response is to advise that the project will take additional time certain to complete.
- Staff report reviews – complete within two business days (unless it includes a contract initial review).
- Contract/Code/Policy drafting – meet with City staff within one week of request, prepare initial draft within two weeks of meeting.
- Contract/Code text amendments initial review (draft submitted by third party) – review and respond within one week from request for review.
- Bid documents review – complete within two business days.
- Complete each plat review within five business days of the request.
- Phone calls/e-mails – respond to each phone call and e-mail within 24 business hours, even if the response is to say that I will have to get back to them.
- Convey professionalism and courtesy in communications with City personnel, public, applicants and other lawyers.

PERFORMANCE MEASUREMENTS

- Complete time-promised program goals within the identified timeframes.
- Conduct periodic inquiry of program participants to ascertain if service levels are acceptable and within needed parameters.

**GENERAL LEGAL
10414502**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	219,125
4110030 SICK LEAVE BUYOUT	0	0	0	500
4130110 RETIREMENT	0	0	0	42,355
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	25,717
4130130 WORKERS COMPENSATION	0	0	0	437
4130140 LONG-TERM DISABILITY	0	0	0	2,432
4130150 UNEMPLOYMENT	0	0	0	1,096
4130160 VEHICLE ALLOWANCE	0	0	0	3,913
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	9,932
4215000 MEMBERSHIPS	0	0	0	2,806
4240000 OFFICE SUPPLIES	0	0	0	6,228
4256100 COPIER MAINTENANCE	0	0	0	200
4312000 CIVILIAN WITNESS FEE	0	0	0	675
4330000 TRAINING	0	0	0	4,840
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL GENERAL LEGAL	0	0	0	320,256
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	295,575
OPERATING EXPENSES	0	0	0	24,681
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	320,256



LEGAL DEPARTMENT

LITIGATION

PURPOSE

Enforce code compliance and legal obligations owed to the City, defend claims asserted against the City, and, where necessary, recover fees owed to and damages sustained by the City

GOALS

- Reduce costs of outside litigation counsel through management of outside counsel and more active participation in all phases of litigation
- Streamline code enforcement procedures and reduce the resolution time of code enforcement cases and increase citizen compliance
- Improve pre-litigation positioning and preparation by more closely coordinating with Risk Manager and City personnel
- Provide and coordinate training programs with City personnel to ensure compliance with City policies and procedures to preserve qualified immunity defense

OUTCOME/MEASUREMENT

- Monitor and survey outside litigation counsel costs
- Formulate and submit to City Manager and City Council for consideration a more efficient civil code enforcement model
- Survey training and pre-litigation preparation effectiveness internally

LITIGATION**10414504**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	138,949
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	26,856
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	9,240
4130130 WORKERS COMPENSATION	0	0	0	277
4130140 LONG-TERM DISABILITY	0	0	0	1,542
4130150 UNEMPLOYMENT	0	0	0	695
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	1,100
4215000 MEMBERSHIPS	0	0	0	480
4240000 OFFICE SUPPLIES	0	0	0	1,000
4312000 CIVILIAN WITNESS FEE	0	0	0	725
4313000 LITIGATION	0	0	0	50,000
4330000 TRAINING	0	0	0	825
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CITY LITIGATION	0	0	0	231,989
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	177,859
OPERATING EXPENSES	0	0	0	54,130
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	231,989



LEGAL DEPARTMENT

PROPERTY

PURPOSE

Acquire, sell, lease, contract and manage all real property interests the City desires to acquire or dispose of in the course of its day-to-day operations.

GOALS

Capital Projects – Property Acquisition

- Review project design and order the necessary title reports and appraisals within two weeks of receiving the 100% design.
- Review each title report and appraisal and mail purchase offer letters to each land owner within two weeks of receiving the final title and appraisal information.
- Provide two months of review and negotiating time to each land owner from the date the offer letter is mailed. If a purchase agreement is not reached within two months, seek City Council recommendation.

Development Review

- Complete each plat or site plan review within five business days of the request.
- Complete each contract review within two weeks of the request.

Property Management

- Respond to Salt Lake County determinations and requests for information within two weeks.
- Respond to private citizen requests for information within five business days.

Property Research

- Complete each research project within five business days of request for information.
- Phone calls/e-mails – respond to each phone call and e-mail within 24 business hours, even if the response is to say that I will have to get back to them.

OUTCOME/MEASUREMENT

Complete time-promised program goals within the identified timeframes.

PROPERTY**10414505**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	78,230
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	15,101
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	13,538
4130130 WORKERS COMPENSATION	0	0	0	1,410
4130140 LONG-TERM DISABILITY	0	0	0	868
4130150 UNEMPLOYMENT	0	0	0	391
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	250
4240000 OFFICE SUPPLIES	0	0	0	500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PROPERTY	0	0	0	110,488
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	109,738
OPERATING EXPENSES	0	0	0	750
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	110,488



LEGAL DEPARTMENT

PROSECUTION

PURPOSE

Protect the health, safety and welfare of the public through prosecution of misdemeanor and infraction offenses within the jurisdiction of the West Jordan City Prosecutor.

GOALS

Promote the fair, impartial and expeditious pursuit of justice.

- Hold the offender accountable.
- Case disposition appropriate for offense and offender.
- Prosecute cases timely and efficiently.
- Improve service delivery to victims and witnesses.

Ensure safer communities

- Reduce crime
- Reduce fear of crime

Promote integrity in prosecution profession and coordination in the criminal justice system

- Improve competency and professional behavior
- Achieve efficient and fiscally responsible management and administration
- Consistent and coordinated enforcement efforts and administration of justice

PERFORMANCE MEASUREMENTS

- Survey arrests, convictions, incarcerations, dismissals, placement in treatment or alternative programs, restitution ordered and completed, and victimizations
- Survey dispositions of like offenders & like offenses
- Survey time to dispose of cases and time to complete restitution
- Survey victims' and witness' knowledge of criminal justice system, victim and witness attitudes about personal safety during prosecution, and victim/witness satisfaction with criminal justice experience
- Survey public awareness of prosecution outcomes

PROSECUTION**10414506**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	260,251
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	50,237
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	36,001
4130130 WORKERS COMPENSATION	0	0	0	519
4130140 LONG-TERM DISABILITY	0	0	0	2,889
4130150 UNEMPLOYMENT	0	0	0	1,301
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	1,040
4215000 MEMBERSHIPS	0	0	0	960
4240000 OFFICE SUPPLIES	0	0	0	1,950
4310000 PROFESSIONAL & TECHNICAL	0	0	0	5,000
4312000 CIVILIAN WITNESS FEE	0	0	0	14,298
4330000 TRAINING	0	0	0	1,760
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PROSECUTION	0	0	0	376,806
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	351,798
OPERATING EXPENSES	0	0	0	25,008
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	376,806



LEGAL DEPARTMENT

RISK MANAGEMENT

PURPOSE

Identify and eliminate, where possible, or limit potential risk to the City's financial security, assets, operational functions, reputation, and personnel wellbeing

GOALS

- Improve communication with citizens by sending acknowledgment letter to claimants within two business days of receiving a properly filed notice of claim, acknowledging incidents and giving claimants information on whom to contact
- Improve identification of trends and tracking, mitigation focus and management decisions by sending City departments a quarterly report within 30 days at end of each quarter, which will include the date of loss, type of loss, amount paid/or reserved and employee involved (if any)
- Keep costs as low as possible
- Educate and improve City personnel's understanding of elements that are effective

OUTCOME/ MEASUREMENTS

- Complete time-promised program goals within the identified timeframes
- Complete challenge improvement processes for each goal with specific deliverables
- Survey education effectiveness internally

**RISK MANAGEMENT
10414503**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	68,909
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	13,302
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	11,590
4130130 WORKERS COMPENSATION	0	0	0	1,391
4130140 LONG-TERM DISABILITY	0	0	0	765
4130150 UNEMPLOYMENT	0	0	0	345
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	350
4240000 OFFICE SUPPLIES	0	0	0	250
4280000 TELEPHONE	0	0	0	300
4330000 TRAINING	0	0	0	1,500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL RISK MANAGEMENT	0	0	0	98,902
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	96,502
OPERATING EXPENSES	0	0	0	2,400
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	98,902



LEGAL DEPARTMENT

RISK MANAGEMENT FUND

PURPOSE

Since the risk management function of the city covers the entire scope of all city operations, managing liabilities from workers compensation to property insurance to general liability, the funding mechanisms for risk retention and assignment are located in one place: the risk management fund. The goals over time are to (1) reduce the City's exposure through comprehensive, effective safety and policy adherence programs, (2) to efficiently manage claims; and (3) to develop a feasible cash reserve that will allow us to make workable choices on where, when and how extensively to self insure.

**RISK MANAGEMENT FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3620100 WORKMANS COMPENSATION	155,159	0	25,061	0
3690000 SUNDRY REVENUE	451	0	0	0
3830100 PAYROLL TO WORKMENS COMP	566,074	540,000	439,000	435,000
3842000 CHARGE TO GENERAL FUND	691,898	691,898	691,898	713,195
3850100 PAYROLL TO UNEMPLOYMENT	115,808	115,000	118,000	120,000
3870100 TRANSFER FROM WATER FUND	0	30,000	30,000	30,000
3870200 TRANSFER FROM SEWER FUND	60,000	30,000	30,000	30,000
TOTAL RISK MGT. FUND REVENUES	1,589,390	1,406,898	1,333,959	1,328,195

**EMPLOYEE INSURANCE
67610001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4630200 WORKMENS COMPENSATION	539,792	540,000	440,000	435,000
4630400 UNEMPLOYMENT	12,218	25,000	15,000	25,000
4890000 CONT TO FUND BALANCE	0	14,940	0	95,000
TOTAL RISK MANAGEMENT	552,010	579,940	455,000	555,000
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	552,010	579,940	455,000	555,000
TOTAL FUNCTIONAL AREAS	552,010	579,940	455,000	555,000

**LIABILITY MANAGEMENT
67620001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4620100 LIABILITY PREMIUMS	434,749	574,073	570,000	458,195
4620400 LIABILITY LOSSES	45,803	129,360	40,000	205,000
4620410 LIABILITY LOSS/WTR,SWR	7,740	60,000	30,000	60,000
4620420 LIABILITY LOSS/LEGAL EXPENSE	0	63,525	30,000	50,000
TOTAL RISK MANAGEMENT	488,292	826,958	670,000	773,195
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	488,292	826,958	670,000	773,195
TOTAL FUNCTIONAL AREAS	488,292	826,958	670,000	773,195

Justice Courts

Justice Court 85



JUSTICE COURT

PURPOSE

The West Jordan Justice Court is responsible for adjudicating infractions, Class C and Class B misdemeanor violations of State Laws and City Ordinances. The court also provides a small claims forum for civil disputes of \$7,500 or less, which will increase to \$10,000 July 1, 2009.

GOALS

- Continue to serve the public and strive to maintain a 30 to 60 day calendar, enabling those charged with traffic and criminal offenses to be able to have their cases adjudicated in a speedy, efficient and fair manner.
- Maintain current tracking of past due fine payments, probations, and all other ordered conditions of sentences.

OUTCOME MEASUREMENTS

- It is difficult to measure performance of the court since much of what we do is in cooperation with the Police Department and Legal Department. The court will continue to work closely with these two departments to accomplish the mission of the Justice Court.
- It is not yet known what effect a slowdown in the economy will have upon the Justice Court. Revenue generated from fines and forfeitures may decrease as people go through periods of unemployment or otherwise have less disposable income. It is anticipated that more money will be spent for court-appointed lawyers this coming year.

**JUSTICE COURT
10412101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	503,636
4110003 OVERTIME	0	0	0	8,500
4110030 SICK LEAVE BUYOUT	0	0	0	2,200
4130110 RETIREMENT	0	0	0	99,873
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	105,469
4130130 WORKERS COMPENSATION	0	0	0	1,005
4130140 LONG-TERM DISABILITY	0	0	0	5,590
4130150 UNEMPLOYMENT	0	0	0	2,518
4130160 VEHICLE ALLOWANCE	0	0	0	5,590
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	615
4215000 MEMBERSHIPS	0	0	0	560
4240000 OFFICE SUPPLIES	0	0	0	32,050
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	5,355
4250010 UNIFORMS	0	0	0	250
4280000 TELEPHONE	0	0	0	3,280
4310000 PROFESSIONAL & TECHNICAL	0	0	0	26,000
4311000 JURY	0	0	0	2,500
4330000 TRAINING	0	0	0	7,395
4610007 LEGAL DEFENDERS	0	0	0	60,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL JUSTICE COURT	0	0	0	872,386
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	734,381
OPERATING EXPENSES	0	0	0	138,005
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	872,386

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ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

GENERAL ADMINISTRATION

PURPOSE

Finance administration directs and support activities of other Finance Division programs.

GOALS

Ensure the most effective and efficient use of resources available to the Finance Division by

- 1) continually reviewing processes and procedures to identify and implement improvements;
- 2) monitoring and adjusting staff work load;
- 3) providing needed training.

OUTCOME/MEASUREMENT

Develop a training plan and then record and track attendance for each staff member.

**ADMINISTRATIVE SERVICES
ADMINISTRATION
10414101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	66,350
4110030 SICK LEAVE BUYOUT	0	0	0	700
4130110 RETIREMENT	0	0	0	12,865
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	9,376
4130130 WORKERS COMPENSATION	0	0	0	132
4130140 LONG-TERM DISABILITY	0	0	0	736
4130150 UNEMPLOYMENT	0	0	0	332
4130160 VEHICLE ALLOWANCE	0	0	0	3,410
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	337
4215000 MEMBERSHIPS	0	0	0	485
4240000 OFFICE SUPPLIES	0	0	0	200
4280000 TELEPHONE	0	0	0	1,500
4330000 TRAINING	0	0	0	1,270
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL ADMIN. SVCS. ADMIN.	0	0	0	97,693
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	93,901
OPERATING EXPENSES	0	0	0	3,792
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	97,693



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

GENERAL ACCOUNTING

PURPOSE

Accounting provides financial support services including payroll, accounts payable, and maintaining the general ledger. The accounting program is also responsible for the creation and distribution of managerial financial reports, and the financial reports required by local, state, and federal governments, and other third-party agencies.

GOAL

Accurately complete the bi-weekly payroll and weekly accounts payable run. Accurately, and in a timely manner, create and distribute financial reports for internal/managerial use and to fulfill third-party requests and requirements.

OUTCOME/MEASUREMENT

- Distribution of the Monthly Financial Report by the 20th of the following month.
- Track the number of checks voided and reissued due to an error in the accounts payable process.
- Track the number of payroll corrections required as a result of an error in the payroll program.

ACCOUNTING**10414102**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	301,831
4110001 SALARIES PART/SEASONAL	0	0	0	863
4110030 SICK LEAVE BUYOUT	0	0	0	1,500
4130110 RETIREMENT	0	0	0	58,419
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	44,181
4130130 WORKERS COMPENSATION	0	0	0	604
4130140 LONG-TERM DISABILITY	0	0	0	3,350
4130150 UNEMPLOYMENT	0	0	0	1,513
4130160 VEHICLE ALLOWANCE	0	0	0	2,180
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	100
4215000 MEMBERSHIPS	0	0	0	150
4240000 OFFICE SUPPLIES	0	0	0	8,650
4280000 TELEPHONE	0	0	0	600
4310000 PROFESSIONAL & TECHNICAL	0	0	0	43,900
4330000 TRAINING	0	0	0	970
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL ACCOUNTING	0	0	0	468,811
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	414,441
OPERATING EXPENSES	0	0	0	54,370
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	468,811



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

TREASURY

PURPOSE

Treasury is responsible for receipting and recording revenues in the appropriate accounts; maintaining internal control of City assets; internal auditing of cash transactions; banking relations; and the issuance of long-term debt. Treasury also provides excellent customer service to West Jordan residents.

GOALS

Improve internal controls and customer service by reviewing existing processes and identifying ways to improve efficiencies through the use of technology and training.

OUTCOME/MEASUREMENT

- Track the number of additional online services offered to citizens.
- Record the number of issues/cases logged with Pentatmation and track date from creation to case closure.

TREASURY
10414103

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	217,388
4110030 SICK LEAVE BUYOUT	0	0	0	800
4130110 RETIREMENT	0	0	0	46,917
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	44,423
4130130 WORKERS COMPENSATION	0	0	0	434
4130140 LONG-TERM DISABILITY	0	0	0	2,413
4130150 UNEMPLOYMENT	0	0	0	1,087
4130160 VEHICLE ALLOWANCE	0	0	0	3,857
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	55
4215000 MEMBERSHIPS	0	0	0	575
4240000 OFFICE SUPPLIES	0	0	0	4,750
4330000 TRAINING	0	0	0	836
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL TREASURY	0	0	0	323,535
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	317,319
OPERATING EXPENSES	0	0	0	6,216
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	323,535



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

BUDGET MANAGEMENT

PURPOSE

The budget program facilitates the creation and maintenance of a balanced budget, as required by the City of West Jordan and the State of Utah.

GOALS

Develop and compile all elements of the annual budget from the initial proposed budget through the final budget adopted by the City Council and manage budget adjustments throughout the year.

OUTCOME/MEASUREMENT

Submit the annual budget certification and report to the State Auditor's Office within 30 days of adoption.

**BUDGET
10414104**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	74,858
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	14,718
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	10,505
4130130 WORKERS COMPENSATION	0	0	0	149
4130140 LONG-TERM DISABILITY	0	0	0	831
4130150 UNEMPLOYMENT	0	0	0	374
4130160 VEHICLE ALLOWANCE	0	0	0	335
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	150
4240000 OFFICE SUPPLIES	0	0	0	300
4310000 PROFESSIONAL & TECHNICAL	0	0	0	1,300
4330000 TRAINING	0	0	0	1,270
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL BUDGET	0	0	0	105,090
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	102,070
OPERATING EXPENSES	0	0	0	3,020
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	105,090



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

PURCHASING

PURPOSE

Provide procurement services in accordance with the City Manager's goals, vision, and objectives.

GOALS

- Provide increased savings to the City's scarce resources.
- Provide fair and equitable treatment to the supplier/contractor community.
- Procure needed goods and services in a timely manner.
- Comply with the legal aspects of purchasing.
- Avoid harmful attention from the news media as it relates to procurement issues.

OUTCOME/MEASUREMENT

- Cost savings of 10% of total dollars spent.
- Number of supplier protests filed to be less than 2% of total number of annual solicitations.
- Average calendar days from requisition to PO (informal quotes) not to exceed five days.
- Average calendar days from requisition to PO (formal bids) not to exceed 18 days.

**PURCHASING
10414105**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	92,065
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	17,773
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	9,381
4130130 WORKERS COMPENSATION	0	0	0	184
4130140 LONG-TERM DISABILITY	0	0	0	1,022
4130150 UNEMPLOYMENT	0	0	0	460
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	850
4330000 TRAINING	0	0	0	200
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PURCHASING	0	0	0	122,235
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	121,185
OPERATING EXPENSES	0	0	0	1,050
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	122,235



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

BUSINESS LICENSING

PURPOSE

A license is required for all persons engaged in or carrying on a business within the City. Business licensing issues business licenses and collects all license fees and taxes. The program also assists in enforcing civil and criminal actions brought against persons violating the City's licensing code.

GOAL

Identify unlicensed businesses operating in the City and bring them into compliance.

OUTCOME/MEASUREMENT

- Compare the State of Utah's list of state licensed businesses located in the City of West Jordan against the City's list of licensed businesses.
- On a fiscal year basis, track the number of unlicensed businesses that are identified and subsequently come into compliance with City licensing requirements.

**BUSINESS LICENSING
10414106**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	59,375
4110001 SALARIES PART/SEASONAL	0	0	0	16,401
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	12,965
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	14,636
4130130 WORKERS COMPENSATION	0	0	0	151
4130140 LONG-TERM DISABILITY	0	0	0	659
4130150 UNEMPLOYMENT	0	0	0	379
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	90
4240000 OFFICE SUPPLIES	0	0	0	4,500
4280000 TELEPHONE	0	0	0	600
4330000 TRAINING	0	0	0	550
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL BUSINESS LICENSING	0	0	0	110,506
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	104,766
OPERATING EXPENSES	0	0	0	5,740
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	110,506



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

UTILITY BILLING

PURPOSE

Utility billing maintains and reads city water meters, creates utility bills, researches and adjusts account balances, and responds to utility billing inquiries.

GOAL

Improve customer service by reducing billing errors. Currently billing errors are most commonly caused by equipment failure. Over the next few months, the top priority of the Finance Division is to resolve the issues with the radio read meters.

OUTCOME/MEASUREMENT

Track and compare the number of read errors for each district on a monthly basis.

**UTILITY BILLING
10414201**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	309,061
4110001 SALARIES PART/SEASONAL	0	0	0	14,118
4110003 OVERTIME	0	0	0	4,000
4110030 SICK LEAVE BUYOUT	0	0	0	1,200
4110100 ON CALL SALARIES	0	0	0	3,235
4130110 RETIREMENT	0	0	0	64,610
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	57,697
4130130 WORKERS COMPENSATION	0	0	0	3,150
4130140 LONG-TERM DISABILITY	0	0	0	3,431
4130150 UNEMPLOYMENT	0	0	0	1,616
4130160 VEHICLE ALLOWANCE	0	0	0	1,398
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	500
4240000 OFFICE SUPPLIES	0	0	0	150,450
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	13,000
4250010 UNIFORMS	0	0	0	1,660
4255000 FLEET LEASE	0	0	0	18,764
4280000 TELEPHONE	0	0	0	4,320
4330000 TRAINING	0	0	0	800
4540000 BANK CHARGES	0	0	0	115,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL UTILITY BILLING	0	0	0	768,010
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	463,516
OPERATING EXPENSES	0	0	0	304,494
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	768,010



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

TRANSFERS OUT

PURPOSE

Any General Fund spending that represents a transfer of funds from the General Fund to another fund is moved through this Transfers Out budget. The transfers this year are to fund the general city portion of a potential obligation to a special improvement district (Stonecreek SID, for a portion of the cost of maintaining parks); the movement of C Road (State gas tax) shared revenues and earmarked Telecommunications/Franchise taxes into the Roads Capital Fund for specific road construction and/or maintenance projects; lease payments for the City Hall and Fire Station 53 to the Municipal Building Authority for debt service; and the Western Stampede subsidy.

**TRANSFERS OUT
10481001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>TRANSFERS OUT</u>				
4927000 STONE CREEK FUND	0	0	0	3,200
4944000 ROAD CAPITAL FUND	0	0	0	1,758,702
4960000 BUILDING AUTHORITY FUND	0	0	0	712,058
4980000 WESTERN STAMPEDE FUND	0	0	0	27,000
TOTAL TRANSFERS OUT	0	0	0	2,500,960
FUNCTIONAL SUMMARY				
TRANSFERS OUT	0	0	0	2,500,960
TOTAL FUNCTIONAL AREAS	0	0	0	2,500,960



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

FAIRWAY ESTATES SPECIAL SERVICE RECREATION DISTRICT

This district is a unique taxing entity ... the only one of its kind in the City. This type of district would typically be formed for one (or both) of two purposes: (a) to provide an enhanced level of park/recreation facility for the district over facilities normally provided in other areas of the city; and (b) to restrict access to the facilities from the general public. Today's preferred approach to accomplish those same purposes for small neighborhood facilities would be to form a private homeowners' association (HOA) that would own and maintain the facility. Multiple small districts like this would be a significant administrative burden to the City and detract from the City's core mission and goals. It would probably be prudent to evaluate the ongoing effectiveness of the district and explore alternative service delivery models.

**FAIRWAY ESTATES SPECIAL
SERVICE REC. DISTRICT FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3110000 PROPERTY TAXES	9,955	10,022	10,018	10,040
3120000 DELINQUENT TAXES	0	170	100	170
3160000 MOTOR VEHICLE TAXES	1,447	1,732	1,600	1,732
3190000 PENALTY & INT ON DEL TAX	23	20	15	20
3610000 INTEREST EARNINGS	517	0	200	0
3871000 CONTRIB. FROM FUND BALANCE	0	0	0	38
TOTAL FAIRWAY EST. FUND REVENUES	11,942	11,944	11,933	12,000

**FAIRWAY ESTATES SPECIAL
SERVICE REC. DISTRICT
25**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	7,634	7,000	3,000	7,350
4270000 UTILITIES	3,213	3,150	1,000	3,150
4621000 MISCELLANEOUS SERVICES	0	990	912	1,500
4890000 CONTR. TO FUND BAL.	0	804	0	0
TOTAL FAIRWAY ESTATES	10,847	11,944	4,912	12,000
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	10,847	11,944	4,912	12,000
TOTAL FUNCTIONAL AREAS	10,847	11,944	4,912	12,000



ADMINISTRATIVE SERVICES DEPARTMENT FINANCE DIVISION

STONE CREEK SPECIAL IMPROVEMENT DISTRICT

When the Stone Creek development was proposed (as a master planned community), one of the development requirements was to set aside a minimum of 10% of the property for use as parks and open space. The developer chose to work with the Barney's Creek channel that wound through the development to use it as an enhanced amenity that would be attractive to homebuyers and represent a higher level of amenity than a typical residential subdivision would offer. The suggestion was that the amenities would remain available to the general public, particularly because they would form a section of connecting trail along Barney's Creek, and so the City agreed to pay 20% of the cost of ongoing maintenance. At the same time, since the amenities would be most beneficial to the properties located within the development, the remainder of the maintenance costs would be borne by those properties through assessments from a special improvement district which the city would administer.

There have been a number of challenges and issues surrounding the creation of the district, and it has not been activated to date. The City and developer are exploring the possibility of re-establishing the district. If that occurs during this fiscal year, we will see budget activity for the first time.

**STONE CREEK S.I.D. FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3441000 HOMEOWNER ASSESSMENTS	0	11,200	0	0
3825000 TRANS FROM GENERAL FUND	4,802	2,800	2,800	3,200
3871000 CONTRIB. FROM FUND BALANCE	0	0	0	12,800
TOTAL STONE CREEK FUND REVENUES	4,802	14,000	2,800	16,000

**STONE CREEK SPECIAL
IMPROVEMENT DISTRICT
27**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	0
<u>OPERATING EXPENSES</u>				
4260000 BUILDING & GROUNDS	20,260	14,000	2,500	16,000
4310000 PROFESSIONAL & TECHNICAL	3,750	0	0	0
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STONE CREEK	24,010	14,000	2,500	16,000
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	0
OPERATING EXPENSES	24,010	14,000	2,500	16,000
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	24,010	14,000	2,500	16,000



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

KRAFTMAID SPECIAL IMPROVEMENT DISTRICT

In order to attract the KraftMaid cabinet factory to West Jordan, the City and the State offered incentives. The City's primary incentive involved the creation of an Economic Development Area (EDA) that offered to commit tax increment income (increased amount of property taxes due to the increased value of the property after the building was built and equipment installed) to pay for certain improvements. There were also some additional infrastructure improvements that the City agreed to allow bond debt financing for in order to spread the cost out over a number of years. The Special Improvement District (SID) was formed to issue the bonds and create assessments against the property to pay the debt service. Those assessments can be all or partially paid by surplus tax increment from the EDA (the amount of increment not needed to pay the EDA's commitments); from impact fees on a schedule approved by the City Council; and then from direct payments from the manufacturer. In fact, the parent company (Masco) has the ultimate responsibility to cover any outstanding debt requirement so City resources are not at risk. Bond payment schedules are found in the Debt Service Scheduled Payments chart in the Budget Appendix.

**KRAFTMAID S.I.D. FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3635000 BOND PROCEEDS	4,497,000	0	0	0
3873000 TRANSFER FROM RDA FUND	67,817	0	0	0
3871000 CONTRIB. FROM FUND BALANCE	0	201,617	0	201,617
TOTAL KRAFTMAID S.I.D. FUND REVENUES	4,564,817	201,617	0	201,617

**KRAFTMAID SPECIAL
IMPROVEMENT DISTRICT
29**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	0
<u>OPERATING EXPENSES</u>				
4310205 BOND ISSUANCE COSTS	45,686	0	0	0
4310212 UNDERWRITER'S DISCOUNT	26,982	0	0	0
4590000 INTEREST	22,046	0	0	0
4820000 INTEREST	197,150	200,117	200,117	200,117
4830000 AGENTS FEE	0	1,500	1,500	1,500
<u>CAPITAL OUTLAYS</u>				
4731060 ROAD IMPROVEMENTS	120,453	0	0	0
4733046 STORMWATER IMPROVEMENTS	718,545	0	0	0
TOTAL KRAFTMAID S.I.D.	1,130,862	201,617	201,617	201,617
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	0
OPERATING EXPENSES	291,864	201,617	201,617	201,617
CAPITAL OUTLAYS	838,998	0	0	0
TOTAL FUNCTIONAL AREAS	1,130,862	201,617	201,617	201,617



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

MUNICIPAL BUILDING AUTHORITY

The Municipal Building Authority (MBA) is a specialized financing mechanism that allows the City to issue bonds for the construction of public facilities (in our case, the City Hall and the Fire Headquarters/Station 53 at Jordan Landing). The bonds are collateralized by the commitment of lease payments from the City's General Fund and avoid the more problematic use of general obligation bonding. Bond payment schedules are found in the Debt Service Scheduled Payments chart in the Budget Appendix.

**BUILDING AUTHORITY FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3610000 INTEREST EARNINGS	76,223	30,000	24,000	9,000
3622000 CITY HALL LEASE	445,333	445,285	445,285	444,563
3628000 FIRE STATION 53 LEASE	263,870	263,370	263,370	267,495
TOTAL BUILDING AUTH. FUND REVENUES	785,426	738,655	732,655	721,058

BUILDING AUTHORITY**42**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4810000 PRINCIPAL	460,000	480,000	480,000	505,000
4820000 INTEREST	246,203	225,655	225,655	204,058
4830000 AGENTS FEE	3,350	3,000	3,000	3,000
4890000 CONT TO FUND BALANCE	0	30,000	0	9,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL BUILDING AUTHORITY	709,553	738,655	708,655	721,058
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	709,553	738,655	708,655	721,058
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	709,553	738,655	708,655	721,058



ADMINISTRATIVE SERVICES DEPARTMENT

FINANCE DIVISION

CAPITAL SUPPORT FUND

The Capital Support Fund serves two key functions. The first is as a debt service fund to handle the funding and payments on general fund-related capital improvement bonding (roads, parks, and storm projects). The second is as a holding fund for surplus funds not already assigned to a specific capital fund.

**CAPITAL SUPPORT FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3110000 PROPERTY TAXES	826,263	821,320	821,320	823,619
3130000 SALES TAX	1,852,000	1,813,000	1,813,000	1,803,000
3610000 INTEREST EARNINGS	247,154	173,739	65,000	27,000
3643000 SALE OF LAND	2,936	0	8,645	0
3875000 PRIOR YEARS RESERVES	0	255,475	0	2,420
TOTAL CAPITAL SUPP. FUND REVENUES	2,928,353	3,063,534	2,707,965	2,656,039

CAPITAL SUPPORT**43410001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4738022 INCENTIVE REBATES	15,712	28,500	28,500	28,500
4810000 PRINCIPAL	1,895,000	1,925,000	1,925,000	1,995,000
4820000 INTEREST	778,144	703,934	703,934	628,539
4830000 AGENTS FEE	2,037	3,600	3,600	4,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4944000 ROAD CAPITAL FUND	1,000,000	0	0	0
4990000 GENERAL FUND	1,400,000	402,500	402,500	0
TOTAL CAPITAL SUPPORT	5,090,893	3,063,534	3,063,534	2,656,039
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	2,690,893	2,661,034	2,661,034	2,656,039
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	2,400,000	402,500	402,500	0
TOTAL FUNCTIONAL AREAS	5,090,893	3,063,534	3,063,534	2,656,039



ADMINISTRATIVE SERVICES DEPARTMENT INFORMATION TECHNOLOGY DIVISION

INFRASTRUCTURE, SYSTEMS, PHONES

PURPOSE

Research, design, implement, maintain and daily monitor the following:

- Fiber optic, dedicated T1 and DS3, DSL and wireless communication lines.
- Switches, routers, firewalls, web filters, spam appliance and telephone PBX.
- Servers including files, e-mail, print and applications such as Pentamation, CityView, Spillman, Coris, Prosecutor, Firehouse, LaserFiche, GIS and others.

GOALS

Provide the City with advanced, reliable and secure systems and communication infrastructure that are needed by all the city's departments to conduct their daily business process.

OUTCOME/MEASUREMENT

99% up-time on all systems (not including maintenance downtime).

IT SYSTEMS**10413601**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	135,834
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	26,280
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	14,899
4130130 WORKERS COMPENSATION	0	0	0	2,830
4130140 LONG-TERM DISABILITY	0	0	0	1,508
4130150 UNEMPLOYMENT	0	0	0	679
4130160 VEHICLE ALLOWANCE	0	0	0	1,398
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	148
4215000 MEMBERSHIPS	0	0	0	26
4240000 OFFICE SUPPLIES	0	0	0	502
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	18,810
4280000 TELEPHONE	0	0	0	1,103
4285000 NETWORK COMMUNICATIONS	0	0	0	176,935
4310000 PROFESSIONAL & TECHNICAL	0	0	0	1,800
4314000 INFO. SYSTEM CONTRACTS	0	0	0	266,400
4330000 TRAINING	0	0	0	1,500
4480000 DEPARTMENT SUPPLIES	0	0	0	113
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL IT SYSTEMS	0	0	0	651,365
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	184,028
OPERATING EXPENSES	0	0	0	467,337
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	651,365



ADMINISTRATIVE SERVICES DEPARTMENT INFORMATION TECHNOLOGY DIVISION

CUSTOMER HARDWARE

PURPOSE

Install, repair and maintain and replace the following:

- 400 workstations
- 70 printers and faxes
- 31 copiers and scanners
- 600 desk/cell phones and pagers; and 175 wireless cards.
- All network and systems hardware (i.e. servers and switches)

GOAL

Ensure that city employees have the appropriate and functioning hardware to accomplish their duties.

Outcome/Measurement

Respond and resolve 97% of work orders within 24 hours.

**IT HARDWARE
10413602**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	106,763
4110030 SICK LEAVE BUYOUT	0	0	0	500
4130110 RETIREMENT	0	0	0	20,668
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	14,770
4130130 WORKERS COMPENSATION	0	0	0	2,206
4130140 LONG-TERM DISABILITY	0	0	0	1,185
4130150 UNEMPLOYMENT	0	0	0	534
4130160 VEHICLE ALLOWANCE	0	0	0	1,398
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	148
4215000 MEMBERSHIPS	0	0	0	26
4240000 OFFICE SUPPLIES	0	0	0	502
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	18,810
4252500 WORKSTATION REPLACEMENT	0	0	0	170,000
4256100 COPIER MAINTENANCE	0	0	0	19,235
4280000 TELEPHONE	0	0	0	1,103
4330000 TRAINING	0	0	0	1,500
4480000 DEPARTMENT SUPPLIES	0	0	0	113
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL IT HARDWARE	0	0	0	359,461
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	148,024
OPERATING EXPENSES	0	0	0	211,437
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	359,461



ADMINISTRATIVE SERVICES DEPARTMENT INFORMATION TECHNOLOGY

TECHNICAL SUPPORT

PURPOSE

Provide 24/7, 365 days-per-year technical support to:

- Resolve software/hardware malfunction
- Assist users on the use and operation of software programs and hardware peripherals.
- Train users on new and upgraded software.

GOAL

Assist city employees to successfully use all aspects of information technology services provided to them by resolving any issues the user may have.

OUTCOME/MEASUREMENT

Respond to 98% of work orders within 4 hours.

**IT TECHNICAL SUPPORT
10413603**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	150,969
4110003 OVERTIME	0	0	0	4,185
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	29,261
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	25,391
4130130 WORKERS COMPENSATION	0	0	0	2,635
4130140 LONG-TERM DISABILITY	0	0	0	1,676
4130150 UNEMPLOYMENT	0	0	0	755
4130160 VEHICLE ALLOWANCE	0	0	0	1,398
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	148
4215000 MEMBERSHIPS	0	0	0	26
4240000 OFFICE SUPPLIES	0	0	0	502
4256200 COPIER TONER	0	0	0	20,900
4280000 TELEPHONE	0	0	0	1,103
4330000 TRAINING	0	0	0	1,500
4480000 DEPARTMENT SUPPLIES	0	0	0	113
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL IT TECHNICAL SUPPORT	0	0	0	241,162
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	216,870
OPERATING EXPENSES	0	0	0	24,292
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	241,162



ADMINISTRATIVE SERVICES DEPARTMENT INFORMATION TECHNOLOGY

SOFTWARE DEVELOPMENT & DATABASE ADMINISTRATION

PURPOSE

Provide the necessary coding and software solutions to:

- Customize applications such as Pentamation, CityView, Spillman, Coris, Prosecutor, Firehouse, GIS and others.
- Research business needs and match with the best solutions available.
- Develop, design, and deploy applications such as city website, Intranet, Pentamation/CityView data exchange, Pentamation reporting and others.
- Develop and maintain 26 system databases.

GOALS

Provide in-house software expertise to develop and manage software needs, resolve software issues, manage databases and maintain application.

OUTCOME/MEASUREMENT

97% up-time on database, Internet\Intranet and city-wide applications.

**SOFTWARE DEVELOPMENT
& DATABASE ADMIN.
10413604**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	97,636
4110030 SICK LEAVE BUYOUT	0	0	0	500
4130110 RETIREMENT	0	0	0	18,871
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	13,723
4130130 WORKERS COMPENSATION	0	0	0	2,010
4130140 LONG-TERM DISABILITY	0	0	0	1,084
4130150 UNEMPLOYMENT	0	0	0	488
4130160 VEHICLE ALLOWANCE	0	0	0	1,398
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	148
4215000 MEMBERSHIPS	0	0	0	26
4240000 OFFICE SUPPLIES	0	0	0	502
4280000 TELEPHONE	0	0	0	1,103
4310000 PROFESSIONAL & TECHNICAL	0	0	0	1,800
4330000 TRAINING	0	0	0	1,500
4480000 DEPARTMENT SUPPLIES	0	0	0	113
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SOFTWARE & DATABASE	0	0	0	140,902
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	135,710
OPERATING EXPENSES	0	0	0	5,192
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	140,902



ADMINISTRATIVE SERVICES DEPARTMENT

HUMAN RESOURCES DIVISION

EMPLOYEE DEVELOPMENT & RELATIONS

PURPOSE

Oversees and coordinates employee relations programs that promote job satisfaction and positive employee morale. Coordinates the consistent City-wide application, interpretation, formulation and adherence to City personnel policies outlined in the Employee Handbook, as well as keeps current on applicable employment and benefit laws and regulations.

GOALS

- Measure effectiveness of training programs based on employee feedback and survey.
- Utilize data obtained on City's climate survey to implement programs that encourage and foster a positive and productive work environment through open and effective communication.

OUTCOME/MEASUREMENT

- Survey employees attending Human Resource sponsored training sessions to gauge effectiveness.
- Analyze City climate by utilizing a survey to measure effectiveness of Human Resource sponsored programs to gauge employee satisfaction.

**EMPLOYEE DEVELOPMENT
& RELATIONS
10413401**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	71,578
4110001 SALARIES PART/SEASONAL	0	0	0	3,133
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	14,173
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	3,237
4130130 WORKERS COMPENSATION	0	0	0	1,472
4130140 LONG-TERM DISABILITY	0	0	0	795
4130150 UNEMPLOYMENT	0	0	0	374
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	700
4215000 MEMBERSHIPS	0	0	0	1,400
4240000 OFFICE SUPPLIES	0	0	0	2,320
4310000 PROFESSIONAL & TECHNICAL	0	0	0	2,500
4330000 TRAINING	0	0	0	3,700
4610130 EDUCATIONAL ASSISTANCE	0	0	0	18,000
<u>CAPITAL OUTLAYS</u>				
4740102 OFFICE & FURNISHING	0	0	0	0
TOTAL EMPLOYEE DEV. & REL.	0	0	0	123,982
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	95,362
OPERATING EXPENSES	0	0	0	28,620
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	123,982



ADMINISTRATIVE SERVICES DEPARTMENT

HUMAN RESOURCES

RECRUITING & RETENTION

PURPOSE

Provide effective recruiting and selection strategies to provide management with timely and adequate pool of qualified applicants. Oversee maintenance of City's compensation and classification table.

GOALS

- Determine cost per hire for various City positions to identify opportunities to streamline the recruiting process to make it more efficient and cost effective.
- Obtain training on compensation program design to prepare for Human Resource Division to begin the process to update and design a new compensation model in either FY 2009/10 or FY 2010/11.

OUTCOME/MEASUREMENT

Utilize data from submitted employment applications to identify which recruiting sources are the most effective.

**RECRUITING & RETENTION
10413402**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	68,529
4110001 SALARIES PART/SEASONAL	0	0	0	6,266
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	13,865
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	4,520
4130130 WORKERS COMPENSATION	0	0	0	493
4130140 LONG-TERM DISABILITY	0	0	0	761
4130150 UNEMPLOYMENT	0	0	0	374
<u>OPERATING EXPENSES</u>				
4220000 PUBLIC NOTICES	0	0	0	9,000
4240000 OFFICE SUPPLIES	0	0	0	2,053
4610170 RECOGNITION & WELLNESS	0	0	0	2,000
<u>CAPITAL OUTLAYS</u>				
4740102 OFFICE & FURNISHING	0	0	0	0
TOTAL RECRUITING & RET.	0	0	0	108,461
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	95,408
OPERATING EXPENSES	0	0	0	13,053
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	108,461



ADMINISTRATIVE SERVICES DEPARTMENT

HUMAN RESOURCES

SAFETY & BENEFITS

PURPOSE

Ensures the City is providing a safe work environment for employees through effective management of workers' compensation programs through the effective oversight of the safety committees to identify safety hazards and initiate training and changes in work practices. Maintain a cost effective and competitive employee benefit package by analyzing market trends and City funding to identify on an annual basis opportunities for cost savings and efficiency.

GOALS

- Lower our overall cost of workers' compensation claims thereby lowering our insurance premiums.
- Promote cost effective usage of benefits through employee education.
- To promote cost savings, the Life and Long Term Disability contracts will be under the same company as the medical and dental insurance plans. In addition, by redesigning the medical and dental programs by implementing a \$250 deductible and a ValueCare option, the City is able to more cost effectively deliver benefits to employees.

OUTCOME/MEASUREMENTS

- Continue tracking the number, cost, and type of workers' claims by department in conjunction with remedial action taken by Safety Committees to prevent claims, train employees, and measure annual trends to measure improvement.
- Utilize BCBS provided education flyers for employee paychecks and brownbag sessions to inform employees of cost-effective alternatives to promote cost-effective use of the medical benefits and utilize BCBS quarterly claims data to track progress. To encourage family involvement in cost containment, Human Resources plans to formally invite spouses to brownbag sessions, open enrollment meetings and the annual wellness fair.

SAFETY & BENEFITS**10413403**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	81,168
4110001 SALARIES PART/SEASONAL	0	0	0	6,266
4110030 SICK LEAVE BUYOUT	0	0	0	800
4130110 RETIREMENT	0	0	0	16,308
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	10,438
4130130 WORKERS COMPENSATION	0	0	0	1,401
4130140 LONG-TERM DISABILITY	0	0	0	901
4130150 UNEMPLOYMENT	0	0	0	437
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	405
4240000 OFFICE SUPPLIES	0	0	0	627
4610080 DRUG TESTING	0	0	0	9,100
4610170 RECOGNITION & WELLNESS	0	0	0	1,000
<u>CAPITAL OUTLAYS</u>				
4740102 OFFICE & FURNISHING	0	0	0	0
TOTAL SAFETY & BENEFITS	0	0	0	128,851
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	117,719
OPERATING EXPENSES	0	0	0	11,132
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	128,851

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POLICE DEPARTMENT

ADMINISTRATION

PURPOSE

To provide oversight, direction, and review of various programs in the Police Department for efficiency and responsiveness to the manager, mayor, council and citizens' needs and direction.

GOAL

- Review each program for its effectiveness in benefiting the Police Department as well as the citizens of the City.
- Be able to document and demonstrate all workloads and time effectiveness.
- Ensure that all activities are done within the law and policies.

OUTCOME/MEASUREMENT

- Track the expense line of each program to ensure they stay within their respective budgets.
- Provide timely information and reports to City Manager, Mayor, Council and, when appropriate, to citizens.
- Provide crime and statistical analysis to demonstrate the crime trends and effectiveness of all programs.

**POLICE ADMINISTRATION
10421101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	270,375
4110003 OVERTIME	0	0	0	500
4110030 SICK LEAVE BUYOUT	0	0	0	1,000
4130110 RETIREMENT	0	0	0	60,448
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	37,600
4130130 WORKERS COMPENSATION	0	0	0	2,860
4130140 LONG-TERM DISABILITY	0	0	0	3,001
4130150 UNEMPLOYMENT	0	0	0	1,352
4130170 UNIFORM ALLOWANCE	0	0	0	720
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	3,205
4215000 MEMBERSHIPS	0	0	0	1,020
4240000 OFFICE SUPPLIES	0	0	0	21,650
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	23,800
4252000 COMPUTER	0	0	0	94,704
4255000 FLEET LEASE	0	0	0	4,691
4280000 TELEPHONE	0	0	0	65,110
4310000 PROFESSIONAL & TECHNICAL	0	0	0	693,915
4330000 TRAINING	0	0	0	4,760
4459000 FIREARMS RANGE	0	0	0	13,250
4480000 DEPT SUPPLIES	0	0	0	5,300
4480020 FED ASSET SHARING PROGRAM	0	0	0	33,475
4510000 INSURANCE	0	0	0	300
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL POLICE ADMINISTRATION	0	0	0	1,343,036
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	377,856
OPERATING EXPENSES	0	0	0	965,180
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	1,343,036



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES DIVISION

INVESTIGATIONS

PURPOSE

The Investigations Division conducts follow-up investigations into Crimes Against Persons and Property Crimes. These include everything from thefts and assaults to aggravated robbery and murder. Detectives conduct interviews, coordinate with other detectives and agencies, perform field work, interrogate suspects, make arrests, prepare cases for court and testify in court.

GOALS

- Reduce the time between the time of the crime report and beginning of initial follow-up investigation.
- This will result in increased solvability rates which, in turn, will result in a higher arrest rate.

OUTCOME/MEASUREMENT

The additional detective we receive this year will allow us to work more cases and to respond in a more timely manner. We intend to:

- Keep Major Crimes detectives caseloads to less than 100 per detective/year.
- Keep Property Crimes detectives caseloads to less than 225 per detective/year.
- Conduct two Registered Sex Offender checks each year.

GENERAL INVESTIGATIONS**10421102**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	1,013,032
4110003 OVERTIME	0	0	0	51,996
4110030 SICK LEAVE BUYOUT	0	0	0	5,600
4110100 ON CALL SALARIES	0	0	0	7,700
4130110 RETIREMENT	0	0	0	261,504
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	169,474
4130130 WORKERS COMPENSATION	0	0	0	20,329
4130140 LONG-TERM DISABILITY	0	0	0	11,245
4130150 UNEMPLOYMENT	0	0	0	5,065
4130170 UNIFORM ALLOWANCE	0	0	0	10,080
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	740
4215000 MEMBERSHIPS	0	0	0	350
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	18,980
4250010 UNIFORMS	0	0	0	1,800
4255000 FLEET LEASE	0	0	0	65,674
4310000 PROFESSIONAL & TECHNICAL	0	0	0	5,000
4330000 TRAINING	0	0	0	3,975
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL GEN. INVESTIGATIONS	0	0	0	1,652,544
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	1,556,025
OPERATING EXPENSES	0	0	0	96,519
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	1,652,544



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

VICTIM ASSISTANCE

PURPOSE

Two civilian employees provide support, resources and referrals to victims of domestic violence and other violent crimes or critical incidents.

GOALS

Recruit, train, and “employ” two additional volunteer victim advocates.

OUTCOME/MEASUREMENT

Increase the number of volunteer hours used in the program by 5%.

**VICTIM ASSISTANCE
10421103**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	87,278
4110030 SICK LEAVE BUYOUT	0	0	0	400
4130110 RETIREMENT	0	0	0	16,920
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	7,162
4130130 WORKERS COMPENSATION	0	0	0	1,128
4130140 LONG-TERM DISABILITY	0	0	0	969
4130150 UNEMPLOYMENT	0	0	0	436
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	1,000
4255000 FLEET LEASE	0	0	0	9,382
4310000 PROFESSIONAL & TECHNICAL	0	0	0	3,400
4330000 TRAINING	0	0	0	200
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL VICTIM ASSISTANCE	0	0	0	128,275
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	114,293
OPERATING EXPENSES	0	0	0	13,982
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	128,275



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

JUVENILE BUREAU

PURPOSE

These officers provide a presence in all of the public schools in West Jordan. School Resource Officers (SROs) teach law enforcement classes in the High Schools, and all of the SROs in the both the High Schools and Middle Schools coordinate with school administrators to ensure safety and security for the students and faculty. DARE Officers teach the curriculum in all 16 elementary schools. All of these officers/detectives conduct initial response and follow-up investigations to crimes committed on school property.

GOALS

- Develop and maintain positive relations with students, school administrators, and faculties that will foster safe and productive learning and working environments in the schools.
- Keep caseloads below 150 per detective/year.
- Evaluate statistical data to determine minimum supervision and personnel requirements.

OUTCOME/MEASUREMENT

- Complete investigation of cases in less than 30 days of assignment.
- Conduct four alcohol sales to minors checks.

**JUVENILE
10421104**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	510,908
4110003 OVERTIME	0	0	0	5,826
4110030 SICK LEAVE BUYOUT	0	0	0	3,400
4130110 RETIREMENT	0	0	0	141,545
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	93,839
4130130 WORKERS COMPENSATION	0	0	0	10,969
4130140 LONG-TERM DISABILITY	0	0	0	5,671
4130150 UNEMPLOYMENT	0	0	0	2,555
4130170 UNIFORM ALLOWANCE	0	0	0	6,480
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	15,500
4250010 UNIFORMS	0	0	0	2,000
4255000 FLEET LEASE	0	0	0	42,219
4330000 TRAINING	0	0	0	2,225
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL JUVENILE	0	0	0	843,137
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	781,193
OPERATING EXPENSES	0	0	0	61,944
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	843,137



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

SPECIAL OPERATIONS

PURPOSE

These detectives conduct both proactive and follow-up investigations in illegal drugs, gang-related crimes, and other cases requiring undercover or unusual investigative techniques. Frankly, there is enough work for these detectives to keep them (and as many as we could assign) operating at capacity. One detective is assigned to the DEA/Metro Narcotics Task Force and one detective is assigned to the Salt Lake Area Gang Project. Two detectives work “street-level” narcotics and drug violation follow-up investigations while one sergeant supervises the unit.

GOALS

- Ensure accuracy and timeliness for all reports and forfeiture documentation.
- Keep caseloads less than 150 cases per detective /year.
- Complete investigation of cases in less than 30 days of assignment.

OUTCOME/MEASUREMENT

Reports and other documentation will be submitted to the Investigations Lieutenant in monthly meetings.

**POLICE SPECIAL
OPERATIONS
10421105**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	288,823
4110003 OVERTIME	0	0	0	36,653
4110030 SICK LEAVE BUYOUT	0	0	0	1,600
4130110 RETIREMENT	0	0	0	80,495
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	54,969
4130130 WORKERS COMPENSATION	0	0	0	6,201
4130140 LONG-TERM DISABILITY	0	0	0	3,206
4130150 UNEMPLOYMENT	0	0	0	1,444
4130170 UNIFORM ALLOWANCE	0	0	0	3,600
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	2,250
4255000 FLEET LEASE	0	0	0	18,764
4452000 SPECIAL OPERATIONS	0	0	0	12,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL POLICE SPECIAL OPS.	0	0	0	510,005
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	476,991
OPERATING EXPENSES	0	0	0	33,014
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	510,005



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

RECORDS

PURPOSE

The Records Division lends support to all other divisions within the department. It is responsible for all data entry including reports, citations, scanning of documents, filing and collection of information for the NIBRS system. (National Incident Based Reporting System). It is also responsible for collection of monies for bail, fingerprints, reports, and false alarms. The Records Division plays a key role in customer service, as its personnel are often the first contact the citizens of West Jordan have when dealing with a police matter.

GOALS

- Keep workable minutes at or below 420.
- Ensure quality customer service.
- Ensure quality data entry and filing.
- Reduce the vulnerability of injuries and subsequent lawsuits in the holding facility.

OUTCOME/MEASUREMENT

- Continually evaluate work schedules to ensure that the optimum number of personnel is working at the busiest and/or least busy times.
- Work closely with the IT Division in developing the ability to send citations directly to records and the court via the officer's computer, eliminating duplicate entry by records clerks.
- Continued training in customer relations, both in person and on the phone.
- Develop an auditing process wherein data entry and filing can be tried and tested for accuracy.
- Continued training on key indicators to look for when an officer or paramedics should be called to deal with a holding cell prisoner. Develop an auditing process wherein monitoring procedures can be tried and tested.

POLICE RECORDS**10421106**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	382,970
4110001 SALARIES PART/SEASONAL	0	0	0	71,319
4110003 OVERTIME	0	0	0	13,603
4110030 SICK LEAVE BUYOUT	0	0	0	3,000
4110100 ON CALL SALARIES	0	0	0	2,300
4130110 RETIREMENT	0	0	0	83,324
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	65,772
4130130 WORKERS COMPENSATION	0	0	0	1,830
4130140 LONG-TERM DISABILITY	0	0	0	4,215
4130150 UNEMPLOYMENT	0	0	0	2,255
<u>OPERATING EXPENSES</u>				
4250010 UNIFORMS	0	0	0	1,000
4255000 FLEET LEASE	0	0	0	4,691
4330000 TRAINING	0	0	0	1,120
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL POLICE RECORDS	0	0	0	637,399
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	630,588
OPERATING EXPENSES	0	0	0	6,811
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	637,399



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

SECURITY

PURPOSE

State standards require that every person accessing the City Court be screened for security and safety purposes. Weapons are not allowed in the court area. Officers provide this screening with the help of a magnetometer and other technologies. These officers also manage the holding facility – booking, transporting, feeding, and releasing prisoners – and the department’s relationship with local tow companies.

GOALS

- Ensure appropriate security for the Justice Court.
- Maintain and test panic alarms and camera monitoring systems.
- Conduct yard inspections on tow companies at least twice yearly.
- Obtain a minimum of 8 hours training per officer on topics of court security and Homeland Security.

OUTCOME/MEASUREMENT

- This position must be staffed constantly when the court/court clerk offices are open, but more effective use of available time is regularly evaluated.
- Semi-annual audits on reports and other tasks have been implemented.

**BUILDING SECURITY
10421107**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	220,455
4110003 OVERTIME	0	0	0	2,720
4110030 SICK LEAVE BUYOUT	0	0	0	1,200
4130110 RETIREMENT	0	0	0	49,849
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	33,537
4130130 WORKERS COMPENSATION	0	0	0	4,733
4130140 LONG-TERM DISABILITY	0	0	0	2,447
4130150 UNEMPLOYMENT	0	0	0	1,102
4130170 UNIFORM ALLOWANCE	0	0	0	720
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	15,332
4250010 UNIFORMS	0	0	0	1,650
4255000 FLEET LEASE	0	0	0	9,382
4330000 TRAINING	0	0	0	275
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL BUILDING SECURITY	0	0	0	343,402
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	316,763
OPERATING EXPENSES	0	0	0	26,639
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	343,402



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

EVIDENCE

PURPOSE

The evidence division is responsible for the lawful intake, documentation, categorization, storage, disposal and release of evidence and property. Proper evidence handling is absolutely essential for safety reasons and the judicial process. The evidence division handles the intake and processing of everything from guns and drugs, to bikes and blood. They are also responsible for the surplus of unclaimed property.

GOALS

- Efficiently manage received property.
- Efficiently release found property/hold for owner property.
- Efficiently manage property stored.
- Reduce time spent to receive authorization on disposal of low-impact property.
- Reduce time spent to receive authorization on disposal of bio-hazard property (i.e. blood and urine).

OUTCOME/MEASUREMENT

- Efficiently managing received property.
- Process newly received property within 24 hours of deposit (approximately 12 hrs M-F).
- Efficiently release found property/hold for owner property.
- Research and complete 100+ disposition forms monthly.
- Send postcards immediately upon receiving property.
- Complete found property/hold for owner book release within 90 days.
- Efficiently manage property stored.
- For the next three to four years dispose of comparable or nearly comparable amount of property as is booked per month.
- Reduce time spent to receive authorization on disposal of low-impact property.
- Obtain authorization letter from attorney on disposal on "low" impact property (dependent upon outside sources).
- Reduce time spent to receive authorization on disposal of bio-hazard property (i.e. blood and urine).
- Create a blood disposal program (dependent upon outside sources).

EVIDENCE**10421108**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	80,175
4110001 SALARIES PART/SEASONAL	0	0	0	22,139
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	19,271
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	18,460
4130130 WORKERS COMPENSATION	0	0	0	1,985
4130140 LONG-TERM DISABILITY	0	0	0	890
4130150 UNEMPLOYMENT	0	0	0	512
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	2,300
4255000 FLEET LEASE	0	0	0	4,691
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL EVIDENCE	0	0	0	151,023
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	144,032
OPERATING EXPENSES	0	0	0	6,991
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	151,023



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

WARRANTS

PURPOSE

Two officers (supervised by the Support Services Sergeant) are dedicated to working with the WJ Justice Court, our Investigations Division, and the Joint Criminal Apprehension Team (JCAT) to locate and serve arrest warrants issued for individuals who are avoiding their responsibility to the court or who have not yet been apprehended for criminal violations.

GOALS

Give greater priority to West Jordan Justice Court warrants and West Jordan-related felony warrants.

OUTCOME/MEASUREMENT

Increase number and value of warrants served by 5%.

WARRANTS**10421109**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	143,517
4110003 OVERTIME	0	0	0	6,660
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	39,720
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	29,109
4130130 WORKERS COMPENSATION	0	0	0	3,081
4130140 LONG-TERM DISABILITY	0	0	0	1,593
4130150 UNEMPLOYMENT	0	0	0	718
4130170 UNIFORM ALLOWANCE	0	0	0	2,160
<u>OPERATING EXPENSES</u>				
4255000 FLEET LEASE	0	0	0	9,382
4310000 PROFESSIONAL & TECHNICAL	0	0	0	2,200
4330000 TRAINING	0	0	0	450
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL WARRANTS	0	0	0	239,190
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	227,158
OPERATING EXPENSES	0	0	0	12,032
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	239,190



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

TRAINING

PURPOSE

The Training Division provides support to all of the other divisions within the department. It is responsible for the training (whether in-house or outside) of all officers and many civilian personnel within the department. The division is also responsible for the Volunteer Program, the Citizens Academy and the Honor Guard. Some of the training the division is responsible for is 40 hours of in-service (to include URMMA standards), emergency vehicle operations, firearms, Taser use and deployment, ASP, arrest control and many other required certifications for officers. The Training Division also reviews use-of-force, search and seizure, deadly force, city and departmental policy and arrest issues.

GOALS

- Providing in-service that will benefit each division in the department.
- Fulfill the requirements set by URMMA.
- See that the officers are in compliance with policies and procedures.
- Revisit basic training issues which will help keep officers safe.
- Increase the training which will give the officers more job-specific knowledge.
- Increase the public's knowledge on police issues.
- Expand the VIPS program.

OUTCOME/MEASUREMENT

- Increase the quarterly in-service classes from four to five and have at least one of the classes start in the afternoon.
- Review required policies at in-service or in shift briefings. Provide additional firearm classes. Provide additional instruction for those struggling with the physical fitness test.
- During in-service, have officers review the use of the ASP, taser, pepper spray, and review policies at in-service or in shift briefings.
- Provide hands-on training in the areas of high risk stops, building clearings, and active shooter scenarios.
- Research and bring in outside training that would benefit officers.
- Continue to work on the Citizen Academy and add a Senior Citizen's Academy.
- Provide the necessary training for each division they are assigned.

**POLICE TRAINING
10421110**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	213,904
4110003 OVERTIME	0	0	0	5,400
4110030 SICK LEAVE BUYOUT	0	0	0	800
4130110 RETIREMENT	0	0	0	55,201
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	35,617
4130130 WORKERS COMPENSATION	0	0	0	4,593
4130140 LONG-TERM DISABILITY	0	0	0	2,374
4130150 UNEMPLOYMENT	0	0	0	1,070
4130170 UNIFORM ALLOWANCE	0	0	0	1,440
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	200
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	33,044
4250010 UNIFORMS	0	0	0	1,600
4255000 FLEET LEASE	0	0	0	9,382
4330000 TRAINING	0	0	0	3,235
4461000 CITIZENS ACADEMY	0	0	0	2,400
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL POLICE TRAINING	0	0	0	370,260
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	320,399
OPERATING EXPENSES	0	0	0	49,861
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	370,260



POLICE DEPARTMENT

INVESTIGATIONS & SUPPORT SERVICES

ANIMAL CONTROL

PURPOSE

The West Jordan Animal Shelter and officers/employees who manage the Animal Control Program ensure the humane treatment of pets and domesticated animals in the City. Adoption, spay/neuter, vaccination, licensing, and public education programs keep the public well-informed and both animals and citizens protected.

GOALS

- Keep response times below 30 minutes on average.
- Increase proactive patrols.
- Increase number of animal adoptions.
- Increase number of pet licenses sold.
- Improve the quality of written reports.

OUTCOME/MEASUREMENT

- Keep two officers in the field whenever possible.
- Patrol each large city park at least once on each officer's shift.
- Walk through the dog park daily to perform license inspections.
- Increase the number of community events and "adopt-athons" in which we participate.
- Institute program allowing local veterinarians to sell pet licenses.
- Conduct semi-annual audits on reports for accuracy, content, and follow-through.
- Provide report-writing training to animal control officers.

**ANIMAL CONTROL
10425301**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	254,615
4110003 OVERTIME	0	0	0	8,000
4110030 SICK LEAVE BUYOUT	0	0	0	800
4110100 ON CALL SALARIES	0	0	0	2,850
4130110 RETIREMENT	0	0	0	51,017
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	50,703
4130130 WORKERS COMPENSATION	0	0	0	5,467
4130140 LONG-TERM DISABILITY	0	0	0	2,826
4130150 UNEMPLOYMENT	0	0	0	1,273
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	150
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	8,425
4250010 UNIFORMS	0	0	0	4,125
4255000 FLEET LEASE	0	0	0	18,764
4310000 PROFESSIONAL & TECHNICAL	0	0	0	5,200
4310830 PET STERILIZATION	0	0	0	8,900
4330000 TRAINING	0	0	0	1,165
4610000 MISCELLANEOUS SUPPLIES	0	0	0	3,900
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL ANIMAL CONTROL	0	0	0	428,180
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	377,551
OPERATING EXPENSES	0	0	0	50,629
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	428,180



POLICE DEPARTMENT

LINE SERVICES

PATROL

PURPOSE

Act as the first responders unit to our citizens and businesses, responding to calls for services, traffic enforcement, community policing, patrol, and school crossing safety.

GOALS

- Keep workable minutes at or below 420 minutes.
- Keep response times below three minutes on priority one and two calls.
- Keeping workable time balanced between reactive and proactive patrol.
- Officer safety and injury claims below Salt Lake Valley jurisdictions average.
- Officer liabilities and litigation claims below Salt Lake Valley jurisdictions average.
- Quality reporting of all citizen generated calls for service, on-viewed, and short forms.

OUTCOME/MEASUREMENT

- Workable minutes – Minimize briefing times not to exceed 15 minutes when applicable; Utilize Community Service Officers for telephonic details, traffic control, etc.; Utilize some overtime shifts (traffic, DUI) to supplement short falls on shifts.; Evaluate shift minimums using statistical data.
- Response times – Prioritize dispatched calls; Utilize Community Service Officers on lower priority calls; Incorporate east and west Side patrols when applicable.
- Workable time – Keep reactive patrol at 70% and proactive patrol at 30%; Utilize the Community Service and Community Policing Officers on preventative and proactive patrols; Track activity by use of statistical data.
- Safety and injury claims – Maintain physical fitness standards set by URMMA; Provide safety training for all personnel; Track all claims and review all possible preventative measures to avoid injuries; Compare/evaluate statistical data from our agency and other county jurisdictions; Citizen surveys on perceptions of safety.
- Liabilities and litigations – Track and train all officers on policies and procedures; Provide statistical data documenting all uses of force or search and seizure; Provide specialized training for preventative measures in area of liability; Compare and evaluate statistical data from our agency and other county jurisdictions.
- Quality reporting – Bi-annual audits on all reporting activity to ensure accuracy, content, and follow through values; Specialized training on the report matrix and work flow process; Citizen surveys on feedback of department activity related to reporting.

**PATROL
10421301**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	2,938,945
4110003 OVERTIME	0	0	0	84,031
4110007 DUI ENFORCEMENT	0	0	0	47,000
4110030 SICK LEAVE BUYOUT	0	0	0	16,500
4110050 ADDITIONAL PAY	0	0	0	6,720
4110100 ON CALL SALARIES	0	0	0	6,000
4130110 RETIREMENT	0	0	0	801,991
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	519,786
4130130 WORKERS COMPENSATION	0	0	0	62,277
4130140 LONG-TERM DISABILITY	0	0	0	32,306
4130150 UNEMPLOYMENT	0	0	0	14,552
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	400
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	99,420
4250010 UNIFORMS	0	0	0	61,500
4255000 FLEET LEASE	0	0	0	394,046
4259000 POLICE VEHICLE EQUIP	0	0	0	25,000
4330000 TRAINING	0	0	0	9,440
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PATROL	0	0	0	5,119,914
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	4,530,108
OPERATING EXPENSES	0	0	0	589,806
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	5,119,914



POLICE DEPARTMENT

LINE SERVICES

TRAFFIC

PURPOSE

- Responding to traffic accidents.
- Determining fault in traffic accidents.
- Investigating serious injury and fatal accidents; Reconstruction. Apprehension of offenders (DUI).
- Traffic Enforcement. Speed, red light violations, school zone compliance, etc.
- Citizen-generated calls for service.
- Lock outs
- Reckless driving
- Proactive patrol
- Traffic schools for courts (citizens) and city employees.
- Parade traffic organization and enforcement.
- Motor squad representing Department at special community functions.
- Court time

GOALS

- Measure number of accidents reported.
- Measure traffic citations issued.
- Measure patrol performance.
- Measure training hours.

OUTCOMES/MEASUREMENT

- Respond to as many traffic crashes as practical, handling them with proficiency and professionalism.
- Maintain an acceptable level of traffic citations, balanced between reactive (accident generated) and proactive (observed) violations.
- Patrol performance tracked by number of reports written, arrests made, assists, assigned and initiated calls.
- Training hours:
 - Ensure that appropriate amount and types of training is occurring.
 - Maintain records of time, types, location, and success of training.
 - Maintain proper certifications for proficiency.

**TRAFFIC
10421302**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	446,005
4110003 OVERTIME	0	0	0	14,909
4110005 TRAFFIC ENFORCEMENT	0	0	0	59,000
4110030 SICK LEAVE BUYOUT	0	0	0	2,750
4130110 RETIREMENT	0	0	0	124,476
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	71,720
4130130 WORKERS COMPENSATION	0	0	0	9,576
4130140 LONG-TERM DISABILITY	0	0	0	4,951
4130150 UNEMPLOYMENT	0	0	0	2,230
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	9,400
4255000 FLEET LEASE	0	0	0	37,528
4330000 TRAINING	0	0	0	690
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL TRAFFIC	0	0	0	783,235
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	735,617
OPERATING EXPENSES	0	0	0	47,618
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	783,235



POLICE DEPARTMENT

LINE SERVICES

CODE ENFORCEMENT/COMMUNITY ORIENTED POLICING

PURPOSE

- Increase positive relationships with businesses.
- Increase positive relationships with citizenry.
- Augment patrol division at times of high call volume.
- Monitor sex offender and parole registers within the city.
- Aid the Investigations Division in mitigating crime and the criminal element.
- Use Community Service Officers as non-sworn support of patrol in low priority calls for service.

GOALS

- Measure number of cases initiated.
- Measure community classes taught.
- Measure skill level through cases closed with Voluntary Compliance vs. Induced Compliance.
- Measure use of force policy compliance.
- Measure training hours.

Outcome/Measurement

- Remain active daily in assigned area working directly with property owners.
- Increase interaction with attendees in court assigned (community) classes to reduce recidivism.
- Increase communication skills to increase a Voluntary Compliance clearance rate larger than an Induced Compliance rate (screenings).
- Use of force compliance:
 - Proper reporting of use and show of force.
 - Debriefings of use of force incidents.
 - Feedback from the others involved (senior staff, investigations, and outside agencies).
- Training hours:
 - Ensure that appropriate amount and types of training is occurring.
 - Maintain records of time, types, location, and success of training.

**CODE ENFORCEMENT/
COMMUNITY POLICING
10421303**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	492,069
4110003 OVERTIME	0	0	0	7,836
4110030 SICK LEAVE BUYOUT	0	0	0	3,750
4130110 RETIREMENT	0	0	0	118,220
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	108,266
4130130 WORKERS COMPENSATION	0	0	0	10,565
4130140 LONG-TERM DISABILITY	0	0	0	5,462
4130150 UNEMPLOYMENT	0	0	0	2,460
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	1,000
4250010 UNIFORMS	0	0	0	2,900
4255000 FLEET LEASE	0	0	0	37,528
4330000 TRAINING	0	0	0	525
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CODE ENF./COMM. POL.	0	0	0	790,581
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	748,628
OPERATING EXPENSES	0	0	0	41,953
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	790,581



POLICE DEPARTMENT

LINE SERVICES

CRIME PREVENTION

PURPOSE

- Neighborhood Watch Program
- Good Landlord Program
- Business Watch
- Business/Citizen Security Checks
- Children's Programs/McGruff House
- Chamber of Commerce Meetings and Events

GOALS

- Measure number of actual presentations.
- Measure crime statistic for effectiveness.
- Measure number of business contacts.

OUTCOME/MEASUREMENT

1. Presentations:
 - Maintain and evaluate presentations.
 - Evaluate and update presentation material as needed.
2. Business/Citizen contacts:
 - Track and maintain a list of business contact.
 - Update business contacts quarterly.
 - Contact new business owner in West Jordan
 - Quarterly newsletter to business and neighborhood watch groups.
3. Program Coordination:
 - Coordinate National Night Out.
 - West Jordan Health & Preparedness Expo
 - Special Olympic Torch Run
 - TRIAD-Senior Citizen Program
4. Training:
 - Ensure that appropriate amount and types of training are occurring.
 - Maintain records of time, types, location, and success of training.

**CRIME PREVENTION
10421304**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	111,959
4110030 SICK LEAVE BUYOUT	0	0	0	750
4130110 RETIREMENT	0	0	0	23,105
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	22,809
4130130 WORKERS COMPENSATION	0	0	0	2,404
4130140 LONG-TERM DISABILITY	0	0	0	1,243
4130150 UNEMPLOYMENT	0	0	0	560
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	50
4250010 UNIFORMS	0	0	0	300
4255000 FLEET LEASE	0	0	0	9,382
4330000 TRAINING	0	0	0	390
4460000 CRIME/FIRE PREVENTION	0	0	0	6,300
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CRIME PREVENTION	0	0	0	179,252
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	162,830
OPERATING EXPENSES	0	0	0	16,422
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	179,252



POLICE DEPARTMENT

LINE SERVICES

K-9

PURPOSE

The K-9 Unit is multi-purpose specialty group that performs all of the functions of sworn patrol officers, but specializes in narcotics detection, apprehension of violent offenders, and detection of wanted persons.

GOALS

- Measure number of actual deployments.
- Measure deployment success.
- Measure patrol performance.
- Measure use of force policy compliance.
- Measure training hours.

OUTCOME/MEASUREMENT

1. Increase number of actual deployments:
 - Maintain and analyze statistical data on deployments.
 - Comparative analysis of performance within the unit.
 - Maintain longitudinal data individually and in the aggregate.
 - Participate in the Interagency K-9 Association.
2. Increase deployment success:
 - Statistically track deployment success.
 - Debriefings of both successful and unsuccessful deployments.
 - Modify training in order to react to what is actually occurring in the field.
3. Patrol Performance:
 - Statistically track patrol performance (reports written, arrests made, citations issued).
 - Data contrasted with patrol shift and K-9 unit.
4. Use of force compliance:
 - Proper reporting of use and show of force.
 - Debriefings of use of force incidents.
 - Feedback from the Training Division.
 - Adjustment of tactics and procedures when appropriate.
5. Training hours:
 - Ensure that appropriate amount and types of training is occurring.
 - Maintain records of time, types, location, and success of training.
 - Train with the Interagency K-9 Association.

**K-9 UNIT
10421305**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	121,219
4110003 OVERTIME	0	0	0	6,000
4110030 SICK LEAVE BUYOUT	0	0	0	750
4110050 ADDITIONAL PAY	0	0	0	5,460
4110100 ON CALL SALARIES	0	0	0	3,000
4130110 RETIREMENT	0	0	0	33,750
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	24,850
4130130 WORKERS COMPENSATION	0	0	0	2,603
4130140 LONG-TERM DISABILITY	0	0	0	1,346
4130150 UNEMPLOYMENT	0	0	0	606
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	9,000
4255000 FLEET LEASE	0	0	0	9,382
4330000 TRAINING	0	0	0	1,050
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL K-9 UNIT	0	0	0	219,016
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	199,584
OPERATING EXPENSES	0	0	0	19,432
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	219,016



POLICE DEPARTMENT

Line Services

CROSSING GUARDS

PURPOSE

School crossing guards are civilian personnel who perform the important function of protecting children when they cross high traffic roadways while walking to or from school. They perform their duties by presenting both a visual and physical barrier between motorized vehicle traffic and pedestrian students.

GOALS

- Measure number of actual crossings.
- Measure number of students eligible for crossing.
- Measure staffing needs.
- Have no preventable injury claims.

OUTCOME/MEASUREMENT

- Keep in touch with school authorities including district personnel, to determine the correct number of sanctioned crossings.
- Work with City engineering personnel to complete a proper needs survey and identify the correct placing of crosswalks for maximum safety.
- Work with Public Works personnel for proper installation of crosswalk lights and paint.
- Advertise and interview potential new guards in order to keep positions fully staffed.
- Train twice each year to review safety issues and practices.
- Maintain records of time, types, location.

**CROSSING GUARDS
10421306**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	44,448
4110001 SALARIES PART/SEASONAL	0	0	0	380,421
4110030 SICK LEAVE BUYOUT	0	0	0	250
4130110 RETIREMENT	0	0	0	42,630
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	8,018
4130130 WORKERS COMPENSATION	0	0	0	9,122
4130140 LONG-TERM DISABILITY	0	0	0	493
4130150 UNEMPLOYMENT	0	0	0	2,124
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	2,500
4250010 UNIFORMS	0	0	0	4,000
4255000 FLEET LEASE	0	0	0	4,691
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CROSSING GUARDS	0	0	0	498,697
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	487,506
OPERATING EXPENSES	0	0	0	11,191
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	498,697



POLICE DEPARTMENT

LINE SERVICES

SWAT

PURPOSE

The WJPD SWAT Team is a specialty group that specializes in service of high risk search warrants, apprehension of violent offenders, barricaded subjects, and hostage rescue. The SWAT team is a technical unit that has specialized equipment and training that gives the police department the ability to effectively handle high risk/low frequency street events where additional care is needed to preserve human life.

GOALS

- Measure number of actual deployments and deployment success.
- Measure skill level through competitions.
- Measure use of force policy compliance.
- Measure training hours.

OUTCOME/MEASUREMENT

1. Actual Deployments:
 - Maintain and analyze data on deployments.
 - Participate in the Joint Swat Operations Group (JSOG).
2. Increase deployment success:
 - Statistically track deployment success.
 - Debriefings of both successful and unsuccessful deployments.
 - Modify training in order to react to what is actually occurring.
 -
3. Skill Level:
 - Train and track shooting skill level.
 - Train and track fitness level.
 - Compare ourselves against other teams through competition.
4. Use of force compliance:
 - Proper reporting of use and show of force.
 - Debriefings of use of force incidents.
 - Feedback from the senior staff, investigations, and outside agencies.
 - Adjustment of tactics and procedures when appropriate.
5. Training hours:
 - Ensure that appropriate amount and types of training is occurring.
 - Maintain records of time, types, location, and success of training. Train with the JSOG and other teams.

**SWAT
10421307**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	42,003
4110003 OVERTIME	0	0	0	14,317
4110030 SICK LEAVE BUYOUT	0	0	0	250
4130110 RETIREMENT	0	0	0	11,704
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	7,305
4130130 WORKERS COMPENSATION	0	0	0	902
4130140 LONG-TERM DISABILITY	0	0	0	466
4130150 UNEMPLOYMENT	0	0	0	210
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	31,301
4250010 UNIFORMS	0	0	0	15,400
4255000 FLEET LEASE	0	0	0	14,073
4330000 TRAINING	0	0	0	5,500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SWAT	0	0	0	143,431
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	77,157
OPERATING EXPENSES	0	0	0	66,274
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	143,431

Fire Department

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FIRE DEPARTMENT

ADMINISTRATION

PURPOSE

Provide overall vision, direction and accountability for all resources allocated to the Fire Department.

GOAL

Solicit input from external and internal customers regarding satisfaction, effectiveness and delivery of services.

OUTCOME /MEASUREMENT

- Improve customer satisfaction survey to include a return mail survey with current cards.
- Schedule strategic planning session with officers and platoon meetings with personnel to obtain feedback and give direction of City and Department initiatives.

**FIRE ADMINISTRATION
10422001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	332,331
4110030 SICK LEAVE BUYOUT	0	0	0	1,500
4130110 RETIREMENT	0	0	0	64,183
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	51,535
4130130 WORKERS COMPENSATION	0	0	0	4,297
4130140 LONG-TERM DISABILITY	0	0	0	3,689
4130150 UNEMPLOYMENT	0	0	0	1,662
4130170 UNIFORM ALLOWANCE	0	0	0	1,440
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	430
4240000 OFFICE SUPPLIES	0	0	0	1,338
4255000 FLEET LEASE	0	0	0	23,455
4310000 PROFESSIONAL & TECHNICAL	0	0	0	2,415
4330000 TRAINING	0	0	0	600
4453000 DEPARTMENT AWARDS	0	0	0	445
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FIRE ADMINISTRATION	0	0	0	489,320
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	460,637
OPERATING EXPENSES	0	0	0	28,683
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	489,320



FIRE DEPARTMENT

PREVENTION

PURPOSE

Achieve fire and life safety for the City through prevention, enforcement and education, programs and activities.

GOALS

- Provide fire and emergency preparedness education through the *Ready West Jordan* program, fire safety presentations to community groups.
- Initiate, monitor, and support the fire investigations and offender prosecutions pertaining to those which are determined to be incendiary fires.
- Expand the capacity and efficiency of our personnel through training in areas of inspections, plans reviewing, fire code interpretation, and investigations.

OUTCOME/MEASUREMENT

- Deliver 20 presentations in the community
- Investigate all fires that occur in West Jordan
- Deliver two training classes to the operation division on current fire inspection practices.

**FIRE PREVENTION
10422002**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	129,874
4110002 SPECIAL APPOINTMENTS	0	0	0	4,316
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	25,147
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	23,666
4130130 WORKERS COMPENSATION	0	0	0	2,529
4130140 LONG-TERM DISABILITY	0	0	0	1,442
4130150 UNEMPLOYMENT	0	0	0	649
4130170 UNIFORM ALLOWANCE	0	0	0	720
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	1,700
4215000 MEMBERSHIPS	0	0	0	390
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	150
4255000 FLEET LEASE	0	0	0	14,073
4310000 PROFESSIONAL & TECHNICAL	0	0	0	2,000
4460000 CRIME/FIRE PREVENTION	0	0	0	1,820
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FIRE PREVENTION	0	0	0	209,076
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	188,943
OPERATING EXPENSES	0	0	0	20,133
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	209,076



FIRE DEPARTMENT

OPERATIONS, SUPPRESSION, MEDICAL, RESCUE

PURPOSE

To provide highly trained professional firefighters to respond to fire and medical emergencies in a timely manner.

GOAL

- Provide 36 hours of the required annual continuing medical education
- Improve post heart attack outcomes through increased pre-hospital 12-lead transmissions.
- Develop a measurable Quality Assurance Program to facilitate moving toward a paperless medical reporting system.
- Provide 36 hours of annual continuing fire education.
- Evaluate the operational capabilities and fitness of department members.
- Have a response time of 4 minutes on 95% of the emergency calls we respond to.

OUTCOME/MEASUREMENT

- Coordinate one, two-hour session of in-house training per month, per platoon.
- Provide two hours worth of supplementary training material, per month for each platoon.
- Increase pre-hospital 12-lead transmissions to 100% of patients that meet criteria.
- Provide timely feedback regarding 12-lead transmission to crews.
- Review two-10 numbers of patient care reports monthly and provide appropriate feedback to crews and command staff.
- Coordinate one, two-hour session of in-house training per month, per platoon.
- Provide two hours worth of supplementary training material, per month for each platoon.
- Evaluate operational capabilities through an "examination environment" using time requirements as set by the Utah Certification Council.
- Utilize data from Valley Emergency Communications to evaluate unit response time.

FIRE OPERATIONS**10422003**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	4,752,772
4110002 SPECIAL APPOINTMENTS	0	0	0	16,548
4110003 OVERTIME	0	0	0	357,663
4110030 SICK LEAVE BUYOUT	0	0	0	29,600
4110100 ON CALL SALARIES	0	0	0	34,078
4130110 RETIREMENT	0	0	0	924,401
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	823,586
4130130 WORKERS COMPENSATION	0	0	0	91,257
4130140 LONG-TERM DISABILITY	0	0	0	52,013
4130150 UNEMPLOYMENT	0	0	0	23,429
4130170 UNIFORM ALLOWANCE	0	0	0	2,160
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	4,960
4215000 MEMBERSHIPS	0	0	0	680
4240000 OFFICE SUPPLIES	0	0	0	5,113
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	104,585
4250010 UNIFORMS	0	0	0	79,601
4255000 FLEET LEASE	0	0	0	145,422
4255100 VEHICLE LEASE	0	0	0	98,114
4260000 BUILDING & GROUNDS	0	0	0	2,665
4270000 UTILITIES	0	0	0	49,314
4280000 TELEPHONE	0	0	0	43,216
4310000 PROFESSIONAL & TECHNICAL	0	0	0	182,139
4330000 TRAINING	0	0	0	26,630
4450000 DEPT SUPPLIES	0	0	0	35,407
4453000 DEPARTMENT AWARDS	0	0	0	445
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FIRE OPERATIONS	0	0	0	7,885,798
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	7,107,507
OPERATING EXPENSES	0	0	0	778,291
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	7,885,798



FIRE DEPARTMENT

EMERGENCY OPERATIONS CENTER

PURPOSE

Through organized analysis, planning, decision-making and assignment of available resources we seek to mitigate, prepare for, respond to, and recover from the effects of disasters created by all types of hazards.

GOALS

- Review, update and revise the West Jordan Emergency Operations Plan (EOP).
- Improve communications sustainability for the Emergency Operations Center.
- Create and implement a three-year emergency operations training calendar.
- Involve community partners in emergency preparedness and continuity of operations.
- Maintain a liaison with other municipal, state, county, regional and federal disaster service agencies.

OUTCOME/MEASUREMENT

- Prepare revisions and improvements to the EOP for consideration and approval by the City Council by October 31, 2009. Continue review for the following year.
- During this budget year, install amateur radios at Station 53 for the EOC and Stations 52 and 55 as the Area Command locations.
- Publish three-year training and exercise plan for the EOP and begin department level training of the seven city departments while maintaining NIMS required training.
- Create the West Jordan Local Emergency Planning Committee (LEPC) and hold monthly LEPC meetings for the public and local businesses, particularly those involved with the use of hazardous materials.
- Participate with the consultants during this budget year in the Salt Lake County Area Emergency Operations Plan coordination project.
- Provide training on West Jordan radios and procedures to the Salt Lake County ARES (Amateur Radio Emergency Service) and participating in monthly "Net Checks."

**EMERGENCY OPERATIONS
CENTER
10422004**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	86,443
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	20,631
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	11,833
4130130 WORKERS COMPENSATION	0	0	0	1,683
4130140 LONG-TERM DISABILITY	0	0	0	960
4130150 UNEMPLOYMENT	0	0	0	432
4130170 UNIFORM ALLOWANCE	0	0	0	720
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	25
4255000 FLEET LEASE	0	0	0	4,691
4451000 EMERGENCY OPERATIONS	0	0	0	8,640
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL EMERGENCY OPS. CTR.	0	0	0	136,358
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	123,002
OPERATING EXPENSES	0	0	0	13,356
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	136,358

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DEVELOPMENT DEPARTMENT

ADMINISTRATION & PROJECT MANAGEMENT

Purpose

Direct, coordinate, and administrate various programs, duties and activities assigned to the department.

Goals

- Program and monitor resources to meet program needs by:
- Preparing and monitoring budgets
- Setting staff priorities and promoting efficiency
- Assure a training program is implemented for personnel development
- Review and improve work products to meet City objectives
- Monitor and report performance measures for services.

Outcome/Measurement

- Deliver service and products at 98% of approved budget.
- Involve all employees with opportunities to attend training, continuing education, or professional development classes.
- Complete all personnel evaluations within one week of anniversary date.

**DEVELOPMENT ADMIN.
10418001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	180,628
4110030 SICK LEAVE BUYOUT	0	0	0	900
4130110 RETIREMENT	0	0	0	34,907
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	19,353
4130130 WORKERS COMPENSATION	0	0	0	2,555
4130140 LONG-TERM DISABILITY	0	0	0	2,005
4130150 UNEMPLOYMENT	0	0	0	903
4130160 VEHICLE ALLOWANCE	0	0	0	2,236
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	1,256
4240000 OFFICE SUPPLIES	0	0	0	3,320
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	420
4250010 UNIFORMS	0	0	0	75
4252000 COMPUTER	0	0	0	1,500
4255000 FLEET LEASE	0	0	0	4,691
4280000 TELEPHONE	0	0	0	2,340
4330000 TRAINING	0	0	0	4,200
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL DEVELOPMENT ADMIN.	0	0	0	261,289
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	243,487
OPERATING EXPENSES	0	0	0	17,802
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	261,289



DEVELOPMENT DEPARTMENT

ECONOMIC DEVELOPMENT

PURPOSE

Economic development promotes the vitality, expansion and retention of existing West Jordan businesses and the recruitment of new businesses to the City.

GOALS

- Maintain and help local businesses expand.
- Attract new investment and new entrepreneurs.
- Attract tourists and conferences.
- Prepare and communicate information for economic development.
- Plan and help prioritize the infrastructure for economic development.
- Create and maintain development incentive areas (RDA, EDA, CDA).
- Foster business partnerships beneficial to the City.
- Develop West Jordan's name recognition and image.

OUTCOME/MEASUREMENT

- Increase total employment base to 26,600.
- \$115 Million invested by new and existing companies (2.2% growth).
- Contact and assist 90 new and existing businesses.
- Increase gross retail sales by 2%.

**ECONOMIC DEVELOPMENT
10418101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	136,885
4110030 SICK LEAVE BUYOUT	0	0	0	700
4130110 RETIREMENT	0	0	0	26,461
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	12,683
4130130 WORKERS COMPENSATION	0	0	0	2,116
4130140 LONG-TERM DISABILITY	0	0	0	1,519
4130150 UNEMPLOYMENT	0	0	0	684
4130160 VEHICLE ALLOWANCE	0	0	0	2,236
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	52
4215000 MEMBERSHIPS	0	0	0	1,180
4330000 TRAINING	0	0	0	3,800
4412000 EDCU	0	0	0	26,744
4413000 RECRUITMENT & MARKETING	0	0	0	3,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL ECONOMIC DEV.	0	0	0	218,060
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	183,284
OPERATING EXPENSES	0	0	0	34,776
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	218,060



DEVELOPMENT DEPARTMENT

LONG-RANGE PLANNING

PURPOSE

The purpose of long-range planning is to address comprehensive future growth challenges. Long-range planning can be organized into several major subcategories which include:

- Citywide and Regional Planning.
- Community and Neighborhood Planning.
- Facility master plan assistance for transportation, parks, open space, and trails.
- Transit and downtown oriented planning.

GOALS

- Initiate programs to implement the various elements of long-range planning.
- Analyze and implement updates to the City's Comprehensive General Plan, zoning and subdivision ordinances, and requests for small area corridor and/or community or neighborhood planning.

OUTCOME/MEASUREMENT

- Completion of the City's Comprehensive General Plan by January/February of 2010.
- Complete and implement six long-range planning projects or special project requests as directed by the City Council.
- Complete implementation of five amendments to the municipal code in conjunction with the Attorney's Office.

**LONG-RANGE PLANNING
10418002**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	72,386
4110030 SICK LEAVE BUYOUT	0	0	0	400
4130110 RETIREMENT	0	0	0	13,984
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	9,339
4130130 WORKERS COMPENSATION	0	0	0	1,396
4130140 LONG-TERM DISABILITY	0	0	0	803
4130150 UNEMPLOYMENT	0	0	0	362
4130160 VEHICLE ALLOWANCE	0	0	0	559
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	151
4215000 MEMBERSHIPS	0	0	0	300
4240000 OFFICE SUPPLIES	0	0	0	2,420
4250010 UNIFORMS	0	0	0	25
4310000 PROFESSIONAL & TECHNICAL	0	0	0	3,000
4330000 TRAINING	0	0	0	1,700
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL LONG-RANGE PLANNING	0	0	0	106,825
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	99,229
OPERATING EXPENSES	0	0	0	7,596
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	106,825



DEVELOPMENT DEPARTMENT

ZONING & CODE ENFORCEMENT

PURPOSE

The primary purpose of Zoning & Code Enforcement is to facilitate the processing of development applications and permits.

Some of the *major* work functions of the Zoning & Code Enforcement team include:

- Process and review building permits, temporary sign permits, administrative conditional use permits, business license requests, and zoning interpretation letters and letters of nonconformance.
- Provide assistance to citizens and developers seeking general information either via telephone or at the permit processing counter.
- Perform “express permitting” activities.
- Zoning enforcement as warranted in conjunction with the City’s code enforcement division.

GOALS

- Commence the “express permit” center in conjunction with the Office of Development Assistance and Building Services.
- Prepare ordinance and procedure changes to allow for efficiency in permitting.
- Review new single-family building permits in an expedited timeframe.

OUTCOME/MEASUREMENT

- Review and approve 450 building permits.
- Review and approve 650 business licenses for zoning conformance.
- Complete 40 zoning conformance/enforcement actions.
- Issue 35 temporary sign/use permits.
- Assist 1,400 citizen/developer walk-ins at the “one-stop permit” counter.
- Answer 3,720 general zoning associated phone calls.

**ZONING & CODE
ENFORCEMENT
10418003**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	19,989
4110030 SICK LEAVE BUYOUT	0	0	0	100
4130110 RETIREMENT	0	0	0	3,859
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	3,210
4130130 WORKERS COMPENSATION	0	0	0	429
4130140 LONG-TERM DISABILITY	0	0	0	222
4130150 UNEMPLOYMENT	0	0	0	100
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	345
4240000 OFFICE SUPPLIES	0	0	0	2,420
4250010 UNIFORMS	0	0	0	25
4330000 TRAINING	0	0	0	845
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL ZONING & CODE ENF.	0	0	0	31,544
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	27,909
OPERATING EXPENSES	0	0	0	3,635
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	31,544



DEVELOPMENT DEPARTMENT

DEVELOPMENT REVIEW

PURPOSE

The purpose of Development Review is to facilitate all project processing needs for physical development of the community and provide review, problem reconciliation, and coordination services to citizens, developers, business owners, and other divisions/departments in an effort to promote responsible growth in conformance with the municipal code and general plan.

GOALS

- Minimize, as much as possible, the amount of review time for development project processing in support of the goals of the General Plan.
- Encourage developers to meet and/or exceed sound urban design practices and assist them through the design review and planning approval processes.
- Facilitate solutions to problems that may arise during the review and construction of projects.

OUTCOME/MEASUREMENT

- Process and write 90 staff reports for Planning Commission, City Council, and administrative approvals.
- Process, analyze and review 260 development application proposals (i.e., rezones, text amendments, site plans, subdivisions, etc.).
- Obtain an overall satisfaction rating of 4.7 from permit applicant survey.
- Review 98% of original applications within 3 weeks.
- Review 98% of resubmitted applications within 1 week.

**DEVELOPMENT REVIEW
10418004**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	330,228
4110001 SALARIES PART/SEASONAL	0	0	0	39,936
4110030 SICK LEAVE BUYOUT	0	0	0	1,900
4130110 RETIREMENT	0	0	0	68,997
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	50,977
4130130 WORKERS COMPENSATION	0	0	0	5,091
4130140 LONG-TERM DISABILITY	0	0	0	3,790
4130150 UNEMPLOYMENT	0	0	0	1,851
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	1,360
4215000 MEMBERSHIPS	0	0	0	600
4240000 OFFICE SUPPLIES	0	0	0	2,320
4250010 UNIFORMS	0	0	0	50
4330000 TRAINING	0	0	0	1,095
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL DEVELOPMENT REVIEW	0	0	0	508,195
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	502,770
OPERATING EXPENSES	0	0	0	5,425
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	508,195



DEVELOPMENT DEPARTMENT

BUILDING & SAFETY

PURPOSE

To enforce minimum standards to safeguard life or limb, health, property, and public welfare by regulating and reviewing the design, construction, quality of materials, use, occupancy, location, and maintenance of all buildings and structures. Apply city ordinances by competent review, enforcement, permitting, and inspection of all building construction, demolition, renovation, or remodeling in the City.

GOALS

- Provide courteous, prompt, professional, and accurate customer service to residents, builders, developers, and design professionals.
- Review permit applications, plans, and specification submittals for appropriate comprehensive plan and assessment of adopted building, plan review, city impact, and state surcharge fees.
- Provide accurate record keeping and archiving in compliance with state and city policies.
- Physically inspect buildings and other structures for compliance with approved plans and specifications, adopted state and city codes and laws in a timely manner.
- Assist city code enforcement team in the enforcement of city standards, ordinances, and applicable codes.
- Address and reconcile comments and complaints.

OUTCOME/MEASUREMENT

- Maintain an average review time for permit applications, plan reviews, and building permits of seven days.
- Maintain average Express Center application review time of one day.
- Issue 1,000 building permits.
- Perform 9,000 inspections.
- Complete building inspections in 24 hours or less.
- Review all single-family building permits within five business days.

BUILDING SAFETY**10424001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	572,960
4110001 SALARIES PART/SEASONAL	0	0	0	42,910
4110003 OVERTIME	0	0	0	1,000
4110030 SICK LEAVE BUYOUT	0	0	0	1,000
4130110 RETIREMENT	0	0	0	116,279
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	89,397
4130130 WORKERS COMPENSATION	0	0	0	11,584
4130140 LONG-TERM DISABILITY	0	0	0	6,485
4130150 UNEMPLOYMENT	0	0	0	3,079
4130160 VEHICLE ALLOWANCE	0	0	0	559
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	1,400
4215000 MEMBERSHIPS	0	0	0	2,150
4240000 OFFICE SUPPLIES	0	0	0	4,075
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	2,200
4250010 UNIFORMS	0	0	0	3,400
4255000 FLEET LEASE	0	0	0	28,146
4256100 COPIER MAINTENANCE	0	0	0	1,200
4280000 TELEPHONE	0	0	0	9,700
4310000 PROFESSIONAL & TECHNICAL	0	0	0	1,200
4330000 TRAINING	0	0	0	9,900
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL BUILDING SAFETY	0	0	0	908,624
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	845,253
OPERATING EXPENSES	0	0	0	63,371
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	908,624



DEVELOPMENT DEPARTMENT

COMMUNITY DEVELOPMENT BLOCK GRANTS

PURPOSE

The CDBG Division is responsible for accounting, planning, and use of federal entitlement and other funds.

GOALS

- Provide the technical assistance necessary to manage funding in compliance with the City's direction for growth and redevelopment.
- Provide consistent, equitable, and timely review of funding requests for assistance proposals.

OUTCOME/MEASUREMENT

Provide service to 47,950 beneficiaries (not all beneficiaries are City residents).

**CDBG FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3316000 C.D.B.G.	501,969	690,260	690,260	638,834
3316010 CDBG STIMULUS	0	0	0	132,778
3316020 ENERGY BLOCK GRANT	0	0	0	913,000
3317000 HOME - FEDERAL GOVERNMENT	0	94,635	94,635	94,635
TOTAL CDBG FUND REVENUES	501,969	1,224,895	784,895	1,779,247

**CDBG
48450001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	55,976	57,605	57,500	65,814
4110030 SICK LEAVE BUYOUT	0	300	0	400
4130110 RETIREMENT	10,588	11,122	11,100	12,708
4130120 MEDICAL & DENTAL INSURANCE	2,988	3,148	3,150	3,286
4130130 WORKERS COMPENSATION	371	145	130	131
4130140 LONG-TERM DISABILITY	610	672	640	731
4130150 UNEMPLOYMENT	275	288	280	329
<u>OPERATING EXPENSES</u>				
4734001 ADMINISTRATION	3,560	6,196	2,000	6,000
4734002 FAMILY SUPPORT CENTER	4,000	3,500	3,500	3,500
4734003 ASSIST INC. EHR	58,575	60,000	60,000	70,000
4734004 CAP - EFP	4,000	4,000	4,000	4,000
4734005 CSC - SHHIP	19,285	20,000	20,000	18,000
4734006 CSC - FOOD BANK	7,000	5,000	5,000	1,000
4734007 CAP - FPC	6,000	5,000	5,000	5,500
4734008 HOUSING REHAB.	0	4,425	4,425	0
4734012 COG (PLANNING)	0	5,575	5,575	5,575
4734013 TRAV. AID (THE ROAD HOME)	4,000	5,000	5,000	5,500
4734014 DOWNPAYMENT ASSISTANCE	350	12,328	14,898	0
4734016 LEGAL AID	11,000	9,500	9,500	10,000
4734019 SANDY COUNSELING VISIONS	2,500	2,500	2,500	2,500
4734020 SOUTH VALLEY SANCTUARY	9,500	9,500	9,500	10,000
4734021 LRPC (THE ROAD HOME)	4,000	4,000	4,000	4,500
4734024 COMMUNITY HEALTH CENTERS	2,000	2,000	2,000	2,000
4734025 SECTION "108" PAYMENTS	0	214,129	214,129	211,741
4734026 STREET/SIDEWALK IMPR.	244	25,000	25,000	22,693
4734030 FSC - CRISIS NURSERY	6,500	6,500	6,500	7,000
4734033 YWCA - CRISIS SHELTER	5,000	5,000	5,000	5,500
4734035 BOYS & GIRLS CLUB	0	4,827	4,827	7,825
4734037 UAF - HOUSE OF HOPE	1,867	2,000	2,000	2,500
4734038 211 INFORMATION PROGRAM	1,500	1,500	1,500	2,000
4734039 KOSTOPULOS DREAM FOUND	2,500	2,500	2,500	0
4734042 BIG BROTHERS BIG SISTERS	2,000	2,000	2,000	2,500
4810000 PRINCIPAL	95,000	0	0	0
4820000 INTEREST	121,167	0	0	0
4890000 CONTR TO FUND BAL	0	94,635	0	25,236
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CDBG	442,356	589,895	493,154	518,469
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	70,808	73,280	72,800	83,399
OPERATING EXPENSES	371,548	516,615	420,354	435,070
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	442,356	589,895	493,154	518,469



DEVELOPMENT DEPARTMENT

CDBG – ENERGY BLOCK GRANTS

PURPOSE

The Energy Efficiency & Conservation Block Grant (EECBG) is a new program responsible for various energy-related projects such as audits for city buildings identifying needed retrofits, weatherization for private homes, building code revisions, and traffic signalization improvements, etc.

GOALS

- Provide an ongoing energy efficiency and conservation program for the City of West Jordan and its residents.
- Provide for coordination with other local, state and private agencies to provide for greater benefit from available energy funds at all levels.

OUTCOME/MEASUREMENT

Implement five Energy Efficiency and Conservation Projects.

**ENERGY BLOCK GRANT
48470001**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	0
<u>OPERATING EXPENSES</u>				
4734045 ENERGY BLOCK GRANT	0	0	0	913,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL ENERGY BLOCK GRANT	0	0	0	913,000
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	0
OPERATING EXPENSES	0	0	0	913,000
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	913,000



DEVELOPMENT DEPARTMENT

CDBG – GRANTS

PURPOSE

The grants program is the primary contact for most grant activities for the City and reviews and researches proposed projects to determine potential funding sources. Comply with the goals, policies, objectives, and regulations in determining funding avenues for City projects.

GOALS

- Provide a high level of professional grantsmanship expertise and recommendations to the City's elected and appointed officials, residents, public service agencies, service providers and other governmental agencies.
- Provide for coordination with other local, state, and private agencies to provide for greater benefit from available grant funds.

OUTCOME/MEASUREMENT

Prepare and submit 10 applications for funding.

**CDBG PRIOR
48460001**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	0
<u>OPERATING EXPENSES</u>				
4734003 ASSIST INC. EHR	5,000	10,000	10,000	0
4734008 HOUSING REHAB.	11,960	40,000	40,000	40,000
4734011 CONTINGENCY	5,000	5,000	5,000	0
4734014 DOWNPAYMENT ASSISTANCE	0	40,000	40,000	75,000
4734018 UTAH INDEPENDENT LIVING CTR	20,000	0	0	0
4734026 STREET/SIDEWALK IMPR.	5,975	100,000	100,000	100,000
4734028 MICRO LOANS	2,000	0	0	0
4734043 SENIOR CENTER ADDITION	0	440,000	50,000	0
4734044 CDBG STIMULUS	0	0	0	132,778
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CDBG PRIOR	49,935	635,000	245,000	347,778
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	0
OPERATING EXPENSES	49,935	635,000	245,000	347,778
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	49,935	635,000	245,000	347,778

Redevelopment Agencies

The City of West Jordan has six redevelopment agencies (RDAs). RDAs are a tool used by local government to clean up blight and to implement the development goals of communities. Each RDA consists of the elected council or commission which is the RDA Board by state statute. The RDA Board adopts the plans, policies, and budgets which are implemented by the agency.

In most cases, RDAs pay for only a fraction of developments related to the new developments they encourage. The RDAs share of development costs are paid through the use of property tax increment. Property tax increment is the increase in property taxes generated in a project area over and above property taxes generated prior to the new development (base taxes). Generally, base taxes are not used to pay project costs. The use of tax increment must be approved by a committee made up of representatives from each of the affected property taxing entities.

Tax Increment Financing (TIF) is the use of tax increment monies to fund infrastructure or other improvements in redevelopment areas, economic development areas, or community development areas.

Project #1: Town Center / Cantlon

Project Area Created:	December 12, 1989
TIF years allowed:	32 years max (through 2032)
TIF first received:	2000
TIF years to date:	8 (within 80% haircut period)
Base Assessed Value, Real Property:	\$625,352
2008 Assessed Value, Real Property:	\$48,736,765
Total Value Added, Real Property:	\$48,111,413
Average Annual Rate of Change:	24.3%

Goal: Area was established to create a new retail center.

Status: Center has been developed, current tenants include Target, Albertsons, Party City, Office Depot, and Petco. Further requests for financial assistance from property owners are not anticipated.

**REDEVELOPMENT
AREA 1 FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3110000 PROPERTY TAXES	460,658	460,703	454,943	454,957
3610000 INTEREST EARNINGS	11,247	0	0	0
3873086 TRANSFER FROM RDA 6	25,154	0	0	0
TOTAL REDEV. AREA 1 FUND REVENUES	497,059	460,703	454,943	454,957

**REDEVELOPMENT AREA 1
6600-7000 S REDWOOD
28410101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4310910 RDA HOUSING FUND ALLOC.	0	92,140	0	90,991
4350100 RDA ADMINISTRATION	47,771	34,471	34,471	36,397
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4990000 TRANS TO GENERAL FUND	396,360	334,092	334,092	327,569
TOTAL REDEV. AREA 1	444,131	460,703	368,563	454,957
 FUNCTIONAL SUMMARY				
OPERATING EXPENSES	47,771	126,611	34,471	127,388
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	396,360	334,092	334,092	327,569
TOTAL FUNCTIONAL AREAS	444,131	460,703	368,563	454,957

Project #2: Industrial Park

Location:	1100 to 1500 West, 7800 to 8000 South
Project Area Created:	September 18, 1990
TIF years allowed:	32 years max (through 2033)
TIF first received:	2001
TIF years to date:	7 (within 80% haircut period)
Base Assessed Value, Real Property:	\$2,120,906
2008 Assessed Value, Real Property:	\$10,614,519
Total Value Added, Real Property:	\$8,493,613
Average Annual Rate of Change:	8.8%

Goal: Removal of blight, improvements to the 7800 South gateway and the industrial park.

Status: Property owners in this area have not submitted any requests for assistance

**REDEVELOPMENT
AREA 2 FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3110000 PROPERTY TAXES	110,393	110,785	115,333	115,346
3610000 INTEREST EARNINGS	1,462	0	0	0
TOTAL REDEV. AREA 2 FUND REVENUES	111,855	110,785	115,333	115,346

**REDEVELOPMENT AREA 2
1300-1600 W 7800 S
28410201**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4310910 RDA HOUSING FUND ALLOC.	0	22,157	0	23,069
4350100 RDA ADMINISTRATION	7,996	6,478	6,478	9,228
4890000 CONT TO FUND BALANCE	0	0	0	13,513
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4990000 TRANS TO GENERAL FUND	66,349	82,150	82,150	69,536
TOTAL REDEV. AREA 2	74,345	110,785	88,628	115,346
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	7,996	28,635	6,478	45,810
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	66,349	82,150	82,150	69,536
TOTAL FUNCTIONAL AREAS	74,345	110,785	88,628	115,346

Project #3: Southwire

Location:	3200 to 3600 West, 8500 to 8800 South
Project Area Created:	September 18, 1990
TIF years allowed:	32 years max (through 2026)
TIF first received:	1994
TIF years to date:	14 (within 75% haircut period)
Base Assessed Value, Real Property:	\$3,916,178
2008 Assessed Value, Real Property:	\$19,507,100
Total Value Added, Real Property:	\$15,590,922
Average Annual Rate of Change:	8.8%

Goal: Provide public infrastructure, finance construction of 3200 West, removal of blight, and accelerate construction of an industrial center

Status: Southwest industrial park was developed using RDA assistance. Currently LKL Associates and Alside Supply Center are the only businesses in the RDA boundaries.

**REDEVELOPMENT
AREA 3 FUND
REVENUES**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
3110000 PROPERTY TAXES	23,434	23,458	25,590	101,270
3610000 INTEREST EARNINGS	(95)	0	0	0
TOTAL REDEV. AREA 3 FUND REVENUES	23,339	23,458	25,590	101,270

**REDEVELOPMENT AREA 3
3200-3600 W 8600 S
28410301**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4310403 DIST 3 TIF HEBER RENTALS	18,766	18,766	18,766	72,909
4310910 RDA HOUSING FUND ALLOC.	0	4,692	0	20,254
4350100 RDA ADMINISTRATION	0	0	0	8,107
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4990000 TRANS TO GENERAL FUND	0	0	0	0
TOTAL REDEV. AREA 3	18,766	23,458	18,766	101,270
 FUNCTIONAL SUMMARY				
OPERATING EXPENSES	18,766	23,458	18,766	101,270
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	0	0	0	0
TOTAL FUNCTIONAL AREAS	18,766	23,458	18,766	101,270

Project #4: Spratling

Location:	1300 to 1700 West, 8800 to 9000 South
Project Area Created:	October 29, 1992
TIF years allowed:	32 years max (through 2033)
TIF first received:	2001
TIF years to date:	7 (within 80% haircut period)
Base Assessed Value, Real Property:	\$1,627,836
2008 Assessed Value, Real Property:	\$40,567,363
Total Value Added, Real Property:	\$38,939,527
Average Annual Rate of Change:	20.8%

Goal: Development of a retail center, installation of public infrastructure including construction of 1510 West and a traffic signal, and removal of blight

Status: Major tenants are Kmart and Home Depot. Final payment made to Home Depot July 2008.

**REDEVELOPMENT
AREA 4 FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3110000 PROPERTY TAXES	386,206	386,264	388,703	392,128
3610000 INTEREST EARNINGS	7,332	0	0	0
TOTAL REDEV. AREA 4 FUND REVENUES	393,538	386,264	388,703	392,128

**REDEVELOPMENT AREA 4
1300-1700 W 9000 S
28410401**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4310503 DIST 4 TIF HOME DEPOT	79,614	0	0	0
4310910 RDA HOUSING FUND ALLOC.	0	77,252	0	78,425
4350100 RDA ADMINISTRATION	32,229	28,516	28,516	31,370
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4990000 TRANS TO GENERAL FUND	175,217	280,496	280,496	282,333
TOTAL REDEV. AREA 4	287,060	386,264	309,012	392,128
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	111,843	105,768	28,516	109,795
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	175,217	280,496	280,496	282,333
TOTAL FUNCTIONAL AREAS	287,060	386,264	309,012	392,128

Project #5: Downtown

Location:	1700 to 1900 West, 7600 to 7900 South
Project Area Created:	May 11, 1993
TIF years allowed:	32 years max (through 2034)
TIF first received:	2002
TIF years to date:	6 (within 80% haircut period)
Base Assessed Value, Real Property:	\$8,352,370
2008 Assessed Value, Real Property:	\$37,014,798
Total Value Added, Real Property:	\$28,662,428
Average Annual Rate of Change:	9.8%

Goals: Blight removal, installation of public infrastructure and roads including bond financing of the 7800 South construction project, renovation of 2 retail centers, and revitalization of downtown area.

Status: The Redwood Road and 7800 South projects have been completed. Independence Square shopping center was rebuilt in 2000 and 2001.

Provisions: Debt service payments are scheduled to be repaid in February 2010.

**REDEVELOPMENT
AREA 5 FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3110000 PROPERTY TAXES	279,440	279,641	257,947	257,961
3610000 INTEREST EARNINGS	2,254	0	0	0
3871000 CONT FROM FUND BAL	0	0	0	4,039
TOTAL REDEV. AREA 5 FUND REVENUES	281,694	279,641	257,947	262,000

**REDEVELOPMENT AREA 5
1700-1900 W 76-79 S
28410501**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4310910 RDA HOUSING FUND ALLOC.	0	55,923	0	0
4350100 RDA ADMINISTRATION	25,466	20,011	20,011	0
4810000 PRINCIPAL	140,000	145,000	145,000	250,000
4820000 INTEREST	22,470	16,590	16,590	10,500
4830000 AGENTS FEE	1,500	1,500	1,000	1,500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4990000 TRANS TO GENERAL FUND	61,512	40,617	40,617	0
TOTAL REDEV. AREA 5	250,948	279,641	223,218	262,000
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	189,436	239,024	182,601	262,000
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	61,512	40,617	40,617	0
TOTAL FUNCTIONAL AREAS	250,948	279,641	223,218	262,000

Project #6: Briarwood

Location:	1500 to 1825 West, 7700 to 8200 South
Project Area Created:	September 30, 2003
TIF years allowed:	15 years max (through 2021)
TIF first received:	2006
TIF years to date:	2 (within 100% haircut period)
Base Assessed Value, Real Property:	\$26,822,488
2008 Assessed Value, Real Property:	\$36,014,481
Total Value Added, Real Property:	\$9,191,993
Average Annual Rate of Change:	5.0%

Goal: Establish a light rail station, remove existing blight, install public infrastructure.

Status: A private developer has recently purchased the Briarwood Center. Tax increment revenues were collected for the first year in FY 2008.

Provisions: 100% Tax increment financing for 15 years, not to exceed \$14,099,132, including: 20% for housing, up to \$2,819,830; 5% for administration, not to exceed \$704,961.

**REDEVELOPMENT
AREA 6 FUND
REVENUES**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
3110000 PROPERTY TAXES	77,432	112,630	77,475	94,626
3610000 INTEREST EARNINGS	3,023	0	0	0
TOTAL REDEV. AREA 6 FUND REVENUES	80,455	112,630	77,475	94,626

**REDEVELOPMENT AREA 6
BRIARWOOD
28410601**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4310000 PROFESSIONAL & TECHNICAL	25,769	10,000	13,722	0
4310910 RDA HOUSING FUND ALLOC.	0	22,526	0	18,925
4350100 RDA ADMINISTRATION	5,635	9,010	9,010	7,570
4890000 CONT TO FUND BALANCE	0	71,094	0	68,131
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4981000 RDA 1 FUND	25,154	0	0	0
TOTAL REDEV. AREA 6	56,558	112,630	22,732	94,626
 FUNCTIONAL SUMMARY				
OPERATING EXPENSES	31,404	112,630	22,732	94,626
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	25,154	0	0	0
TOTAL FUNCTIONAL AREAS	56,558	112,630	22,732	94,626

Economic Development Area

An Economic Development Area (EDA) is a tax increment district created to attract new jobs into the region. The City of West Jordan has two EDAs. Cities and counties may award incentives to companies locating in EDA districts. EDA districts are determined at the city and county level.

Incentives are provided as a percentage of the tax increment created by the development. When a company builds a new building, its “tax increment” is 100 percent of the assessed value of the new construction multiplied by the property tax rate. If the tax rate is 1.2 percent, for example, a new \$1 million building would have an annual tax bill of \$12,000 in Salt Lake County. \$12,000 would be the annual “tax increment.”

An eight-member voting approval board is appointed to review each EDA district. Each board has two members from the city, two from the county, two representatives from the local school board, one representative from the state school board, and one member representing the remaining local taxing agencies. Tax increment dollars are returned to the developer/owner with an agreement to assist with infrastructure development, land acquisition, or other eligible costs.

EDA Project #2: Bingham Business Park / KraftMaid

Location:	10026 S Prosperity Road
Project Area Created:	July 19, 2005
TIF years allowed:	17 years max (2007 through 2024)
TIF first received:	2007
Base Assessed Value, Real Property:	\$3,217
2008 Assessed Value, Real Property:	\$63,774,862
Total Value Added, Real Property:	\$63,771,645
Average Annual Rate of Change:	1,086.6%

Goal: Encourage and assist economic development of the area, installation of public infrastructure.

Status: KraftMaid building is completed, infrastructure work continues along Prosperity Road. Since creation of the EDA, additional industrial permitting has reached nearly 1 million square feet – over double the permitting rate prior to creation of the EDA.

Provisions: 100% of tax increment financing retained for a period not to exceed 17 years. Revenues are used for repayment of tax-free and taxable bonds which were utilized for public and private improvements. Final debt service payment is scheduled for June 1, 2018.

Note: The city's first EDA, Project #1: Dannon, is complete and there is no financial impact.

**ECONOMIC DEVELOPMENT
 AREA 2 FUND
 REVENUES**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
3110000 PROPERTY TAXES	1,246,671	1,246,671	1,359,877	1,359,877
3610000 INTEREST EARNINGS	1,574	0	0	0
TOTAL REDEV. AREA 6 FUND REVENUES	1,248,245	1,246,671	1,359,877	1,359,877

**ECONOMIC DEV. AREA 2
BINGHAM BUSINESS PARK
28430201**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
<u>OPERATING EXPENSES</u>				
4310000 PROFESSIONAL & TECHNICAL	144	0	0	0
4810000 PRINCIPAL	800,000	865,000	865,000	835,000
4820000 INTEREST	412,017	373,623	373,623	331,065
4830000 AGENTS FEE	0	1,500	1,500	1,500
4890000 CONT TO FUND BALANCE	0	6,548	0	192,312
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
<u>TRANSFERS OUT</u>				
4949000 KRAFTMAID SID	67,817	0	0	0
4981000 RDA 1 FUND	(333,294)	0	0	0
TOTAL ECONOMIC DEV. AREA 2	946,684	1,246,671	1,240,123	1,359,877
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	1,212,161	1,246,671	1,240,123	1,359,877
CAPITAL OUTLAYS	0	0	0	0
TRANSFERS OUT	(265,477)	0	0	0
TOTAL FUNCTIONAL AREAS	946,684	1,246,671	1,240,123	1,359,877

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PUBLIC WORKS DEPARTMENT ADMINISTRATION & ENGINEERING

ADMINISTRATION

PURPOSE

Administration directs and supports activities of other Public Works Department programs.

GOALS

Ensure the most effective and efficient use of resources available to the Public Works Department by:

- Providing effective and timely direction and leadership.
- Continually reviewing processes and procedures to identify and implement improvements.
- Monitoring expenditures for budget compliance.
- Providing needed training.

OUTCOME/MEASUREMENT

- Develop a budget tracking process and system to ensure funds are being tracked.
- Evaluate the various Public Works divisions for proper organization and effectiveness.
- Complete all of the Capital Improvement Program projects for the current fiscal year.
- Prepare written policies for various department issues including graffiti removal, adopt-a-road program, etc.
- Prepare standard specifications for equipment to ensure quality at reasonable cost.
- Prepare a training plan and then record and track attendance for each staff member.

**PUBLIC WORKS ADMIN.
10416301**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	208,957
4110003 OVERTIME	0	0	0	500
4110030 SICK LEAVE BUYOUT	0	0	0	400
4130110 RETIREMENT	0	0	0	40,423
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	24,434
4130130 WORKERS COMPENSATION	0	0	0	2,737
4130140 LONG-TERM DISABILITY	0	0	0	2,319
4130150 UNEMPLOYMENT	0	0	0	1,045
4130160 VEHICLE ALLOWANCE	0	0	0	5,590
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	105
4215000 MEMBERSHIPS	0	0	0	604
4240000 OFFICE SUPPLIES	0	0	0	13,575
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	3,780
4255000 FLEET LEASE	0	0	0	60,983
4280000 TELEPHONE	0	0	0	4,000
4310000 PROFESSIONAL & TECHNICAL	0	0	0	25,000
4330000 TRAINING	0	0	0	1,200
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PUBLIC WORKS ADMIN.	0	0	0	395,652
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	286,405
OPERATING EXPENSES	0	0	0	109,247
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	395,652



PUBLIC WORKS DEPARTMENT ADMINISTRATION & ENGINEERING

DEVELOPMENT REVIEW SUPPORT

PURPOSE

Provide citizens with cost-effective, professional inspection services to ensure proper construction according to City specifications for installed City infrastructure.

GOAL

Complete 75% of budgeted projects in fiscal year budgeted at a 5% maximum change order amount or less.

OUTCOME/MEASUREMENT

- Maintain proper schedule updates (monthly to weekly, depending on complexity) with contractors during construction.
- Turn in daily inspection reports to the engineer and contractor; resolve conflicts with design in the proper, documented manner within required timeframes to avoid cost increases.
- Use proper field directives and change orders to minimize time delays and construction impacts to residents when required.

**DEVELOPMENT REVIEW
SUPPORT
10416302**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	182,250
4110003 OVERTIME	0	0	0	500
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	35,654
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	23,044
4130130 WORKERS COMPENSATION	0	0	0	2,713
4130140 LONG-TERM DISABILITY	0	0	0	2,023
4130150 UNEMPLOYMENT	0	0	0	911
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	975
4215000 MEMBERSHIPS	0	0	0	2,300
4240000 OFFICE SUPPLIES	0	0	0	7,200
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	2,500
4280000 TELEPHONE	0	0	0	3,400
4330000 TRAINING	0	0	0	5,500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL DEV. REVIEW SUPPORT	0	0	0	269,270
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	247,395
OPERATING EXPENSES	0	0	0	21,875
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	269,270



PUBLIC WORKS DEPARTMENT ADMINISTRATION & ENGINEERING

DEVELOPMENT PROJECTS

PURPOSE

The majority of the time in the Development Review Decision is taken up in the direct processing and review of new development projects. From the very first time an applicant approaches the City with a proposed development project, an engineer is assigned to review the project concept and attend a pre-application meeting. From that point on, the engineering staff is involved in the review of plans, studies and reports as well as attending meetings to guide the applicant through the process. The development review activities also include coordinating with Public Works, Fire and outside entities such as UDOT, UTA and neighboring cities.

GOAL

The goal of the development review team is to protect the interest of the City by ensuring that all developments are designed and constructed in compliance with City standards. It is essential that new infrastructure, when accepted by the City, is fully compliant and serviceable. In practice, the development team is directed to provide full service project review. A high degree of customer service is demanded, with review being completed accurately and on time. When problems are encountered, the team will take the time to work with the developer to find the right solutions that serve the purpose of the developer while protecting the interests and requirements of the City.

OUTCOME/MEASUREMENT

- All initial submittals for preliminary and final development plans will be accurately reviewed and written comments provided within three weeks or less.
- Subsequent reviews will be completed within seven days.
- Redline return meeting offered to all applicants to ensure clear communication.

**DEVELOPMENT PROJECTS
10416303**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	378,769
4110003 OVERTIME	0	0	0	1,000
4110030 SICK LEAVE BUYOUT	0	0	0	700
4130110 RETIREMENT	0	0	0	75,001
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	51,821
4130130 WORKERS COMPENSATION	0	0	0	7,697
4130140 LONG-TERM DISABILITY	0	0	0	4,204
4130150 UNEMPLOYMENT	0	0	0	1,894
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	1,981
4240000 OFFICE SUPPLIES	0	0	0	750
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	3,100
4310000 PROFESSIONAL & TECHNICAL	0	0	0	25,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL DEV. PROJECTS	0	0	0	551,917
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	521,086
OPERATING EXPENSES	0	0	0	30,831
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	551,917



PUBLIC WORKS DEPARTMENT ADMINISTRATION & ENGINEERING

GIS

PURPOSE

To provide all departments within the City:

- The prudent and effective spending of tax dollars.
- The use of consistent standards.
- The creation, dissemination, and maintenance of quality data sets and facilitate data exchange.
- Ensure data is collected and stored once, and distributed to many.
- The identification and use of best practices.
- The fostering of knowledge and understanding of GIS throughout the City.
- The development of mutually beneficial partnerships between the public and private sector.
- Provide citizens timely access to accurate information.
- Use a limited variety of GIS Software.

GOALS

- To Improve and maintain the momentum of GIS growth and development in West Jordan City.
- Increase availability of GIS services and products to City staff and departments to support their geographic mapping and information needs for City management, planning and operation.
- To empower City employees and citizens by providing the appropriate tools for the retrieval and analysis of spatial data for use in answering practical, policy, and political questions.
- Increase the availability to share and exchange maps, data and City information among City offices and departments and to the public through the City website.
- To foster data sharing partnerships to facilitate the City's involvement in economic development, public safety, land use and infrastructure initiatives.
- To coordinate all GIS activities and data concerning West Jordan City and to ensure that geographic information related services are delivered effectively and in a timely manner.

OUTCOME/MEASUREMENT

- Provide accurate maps to City Departments within three business days of request.
- Have three-four interactive web-based maps on City website by end of year
- Provide two GIS training sessions to staff during year.
- Update VECC data within five days of receiving new information.

**GIS SUPPORT
10416304**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	264,002
4110003 OVERTIME	0	0	0	1,000
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	50,975
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	47,332
4130130 WORKERS COMPENSATION	0	0	0	4,352
4130140 LONG-TERM DISABILITY	0	0	0	2,930
4130150 UNEMPLOYMENT	0	0	0	1,320
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	600
4240000 OFFICE SUPPLIES	0	0	0	200
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	31,400
4252000 COMPUTER	0	0	0	2,000
4280000 TELEPHONE	0	0	0	500
4310000 PROFESSIONAL & TECHNICAL	0	0	0	7,500
4330000 TRAINING	0	0	0	4,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL GIS SUPPORT	0	0	0	418,711
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	372,511
OPERATING EXPENSES	0	0	0	46,200
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	418,711



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

CAPITAL GROUP INFRASTRUCTURE PLANNING & CAPITAL PROJECTS

PURPOSE

This program provides master plan support and updates, budget development and strategic planning, asset identification and management for the City water, sewer, storm drain, parks, and transportation systems. The program also provides citizens with cost-effective mapping and surveying services to accurately depict the location of City facilities, and track the age, performance, and conditions of City systems.

GOALS

- Complete annual Pavement Management system analysis and coordinate all pavement rehabilitation and reconstruction projects for maximum system benefit under allowed budget.
- Utilize City surveying equipment to map existing systems and provide accurate assessments of road, water, sewer, storm, and park facilities.
- Utilize City surveying equipment to map areas lacking sidewalk and curb and gutter to provide safe walking routes and improved drainage for City roadways.
- Annually update projects in the Strategic Plan to match project priority and available budget resources.

OUTCOME/MEASUREMENT

- Determine available revenue for projects and prioritize projects each fall and winter season.
- Update Master Plans as required due to City growth and General Plan changes.
- Continue annual Pavement Management road condition surveys to improve management of road reconstruction and rehabilitation work.
- Complete asset management inventory for the water and storm drain systems in FY 2009-10.

**INFRASTRUCTURE &
RESOURCE PLANNING
10416401**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	127,070
4110001 SALARIES PART/SEASONAL	0	0	0	9,116
4110030 SICK LEAVE BUYOUT	0	0	0	600
4130110 RETIREMENT	0	0	0	25,419
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	12,321
4130130 WORKERS COMPENSATION	0	0	0	2,746
4130140 LONG-TERM DISABILITY	0	0	0	1,410
4130150 UNEMPLOYMENT	0	0	0	681
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	1,250
4215000 MEMBERSHIPS	0	0	0	880
4240000 OFFICE SUPPLIES	0	0	0	3,160
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	6,750
4250010 UNIFORMS	0	0	0	240
4280000 TELEPHONE	0	0	0	600
4310000 PROFESSIONAL & TECHNICAL	0	0	0	10,000
4330000 TRAINING	0	0	0	1,200
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL INFR. & RES. PLANNING	0	0	0	203,443
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	179,363
OPERATING EXPENSES	0	0	0	24,080
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	203,443



PUBLIC WORKS DEPARTMENT ADMINISTRATION & ENGINEERING

CAPITAL PROJECTS

PURPOSE

Capital Projects provides citizens with cost-effective, professional design and surveying services that comply with City, State and Federal requirements, with either in-house staff or outside consulting services, for all Capital Improvement Projects to enhance public health, safety, and welfare for the water, sewer, storm drain, parks and transportation systems.

GOAL

Complete 75% of budgeted projects in fiscal year budget with the best value-added design for the budgeted project.

OUTCOME/MEASUREMENT

- Maintain monthly schedules on all projects ensuring completion of project designs on time.
- Verify underground utility information during design (prior to 30% review) with all impacted utility companies.
- Review engineer's estimates to ensure proper budget amount prior to bidding.
- Produce written competency report on each consultant after design completion.
- Ensure all right-of-way clearances and properties are obtained prior to bids.
- Ensure all permits are obtained prior to bidding.

**CAPITAL PROJECTS
10416402**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	244,456
4110001 SALARIES PART/SEASONAL	0	0	0	32,321
4110030 SICK LEAVE BUYOUT	0	0	0	1,200
4130110 RETIREMENT	0	0	0	50,160
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	28,143
4130130 WORKERS COMPENSATION	0	0	0	5,313
4130140 LONG-TERM DISABILITY	0	0	0	2,713
4130150 UNEMPLOYMENT	0	0	0	1,384
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	600
4215000 MEMBERSHIPS	0	0	0	1,225
4240000 OFFICE SUPPLIES	0	0	0	5,000
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	4,400
4250010 UNIFORMS	0	0	0	890
4280000 TELEPHONE	0	0	0	1,800
4310000 PROFESSIONAL & TECHNICAL	0	0	0	7,500
4330000 TRAINING	0	0	0	2,200
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CAPITAL PROJECTS	0	0	0	389,305
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	365,690
OPERATING EXPENSES	0	0	0	23,615
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	389,305



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

ROADS CAPITAL FUND

PURPOSE

The Roads Capital Fund receives funding from C-Road (State Gas Tax) shared revenues, the earmarked Telecommunications and Franchise taxes, and road impact fees from new development. Those funding sources are brought together in a single project fund to provide better tracking and accountability of projects actually constructed.

The Capital Projects Group in the Public Works Department is responsible for coordinating the design, construction, inspection, and contract administration for all road projects.

The Road projects include new construction and major road maintenance projects.

**ROAD CAPITAL FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3381000 WFRC GRANT	0	1,200,000	0	1,240,000
3610000 INTEREST EARNINGS	130,430	60,000	20,000	50,000
3612000 INTEREST - REST. CASH	(71,635)	0	0	0
3824000 ROAD IMPACT FEE	1,480,120	1,200,000	1,428,000	1,000,000
3825000 TRANS FROM GENERAL FUND	3,075,168	7,076,968	4,000,000	2,750,000
3825001 TRANS FROM GF-ROAD MAINT	0	1,536,306	1,398,619	1,758,702
3874043 TRANSFER FROM CAP. SUPPORT	1,000,000	0	0	0
3875000 PRIOR YEARS RESERVES	0	317,221	0	1,561,257
TOTAL ROAD CAPITAL FUND REVENUES	5,614,083	11,390,495	6,846,619	8,359,959

ROAD CAPITAL**44410001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4257000 INTERFUND SERVICE FEE	193,830	191,244	191,244	166,076
4257010 DIRECT SERVICES FEE	241,906	193,946	193,946	448,883
4810000 PRINCIPAL	475,000	500,000	500,000	510,000
4820000 INTEREST	89,775	71,725	71,725	58,500
4830000 AGENTS FEE	1,800	2,000	2,000	1,500
<u>CAPITAL OUTLAYS</u>				
4730067 3200 W 7000-7600 S	0	0	143,250	250,000
4730079 7000 S 5400 - 5600 W	255,602	0	0	0
4730081 4800 W 8800 - 9000 S	22,808	0	0	0
4730083 TRAFFIC SIGNAL INSTALLATION	137,112	331,018	15,000	175,000
4730084 PAVEMENT RECONSTRUCTION	6,494	3,450,099	1,466,171	0
4730085 PAVEMENT REHABILITATION	0	786,500	414,294	0
4730090 PAVEMENT MAINTENANCE	0	0	0	2,500,000
4730093 TRAFFIC CALMING	264	36,000	37,669	0
4731053 RD04-001 9000 S PHASE 1	260,563	0	0	0
4731057 PROSPERITY WAY	768,322	1,000	3,386	0
4731058 SIGNAL-8020 S REDWOOD RD	0	134,095	27,834	0
4731059 7800 S 2700 W - SR154	0	695,045	202,966	0
4731061 7800 S 4600 W RR CROSSING	40,767	0	305,558	0
4731062 7800 S 5600-5700 W	0	238,750	74	0
4731063 1825 W 7800-8000 S	92,391	0	0	0
4731064 9000 S 5400 W	69,792	20,000	7,155	0
4731065 RON WOODS PARK ENTRANCE	30,000	0	0	0
4731066 1300 W 9400-8200 S	0	802,678	200,000	0
4731067 7800 S 4000 W - AIRPORT RD	99,261	187,239	0	0
4731068 8200 S & 6700 W RECONSTRUCT	1,000,000	0	0	0
4731069 4000 W OBH (TRAX)	0	477,500	212,100	0
4731070 2700 W 8200-8600 S (TRAX)	0	47,750	47,750	0
4731071 JORDAN RIVER BRIDGE 7800 S	0	210,100	50,000	0
4731072 7800 S 4000-4800 W PHASE 1A	0	477,500	398,873	4,000,000
4731073 ROAD MAINTENANCE PROJECTS	0	1,536,306	500,000	0
4740040 DEVELOPER REIMBURSEMENT	1,129,621	1,000,000	501,184	250,000
<u>TRANSFERS OUT</u>				
4943000 CAPITAL SUPPORT FUND	0	0	0	0
TOTAL ROAD CAPITAL	4,915,308	11,390,495	5,492,179	8,359,959
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	1,002,311	958,915	958,915	1,184,959
CAPITAL OUTLAYS	3,912,997	10,431,580	4,533,264	7,175,000
TRANSFERS OUT	0	0	0	0
TOTAL FUNCTIONAL AREAS	4,915,308	11,390,495	5,492,179	8,359,959

CAPITAL IMPROVEMENTS

TRANSPORTATION FIVE YEAR STRATEGIC PLAN

Year	Account	Description	Amended Budget	Actual year end	Actual Carryover	Cost Dist		Growth	Existing
						G	X		
2007-8 Final Report									
RESOURCES									
		Beginning reserve (CAFR)	3,308,404	1,916,039				(1,225,735)	3,141,774
		Impact fees	1,950,000	1,480,120		100%	0%	1,480,120	0
		C-Roads funds transfer	7,575,738	3,075,168		0%	100%	0	3,075,168
		Cap Supt transfer	1,000,000	1,000,000		0%	100%	0	1,000,000
		Interest	5,000	58,795		0%	100%	0	58,795
		Grants & misc.	0	0		0%	0%	0	0
		Total Revenue:	10,530,738	5,614,083				1,480,120	4,133,963
		Total Resources:	13,839,142	7,530,122				254,385	7,275,737
PROJECTS									
4257000		Interfund service fee	193,830	193,830	0	0%	100%	0	193,830
4257010		Direct svc fees (4.5% of new)	241,906	241,906	0	50%	50%	120,953	120,953
4560000		Jordan Landing Blvd. debt	566,775	566,575	0	38%	62%	215,299	351,277
4730067		3200 W 70-76 S	143,250	0	0	0%	100%	0	0
4730079		7000 S 54-56 W	374,606	255,602	0	0%	100%	0	255,602
4730081		4800 W 88-90 S	286,500	22,808	0	0%	100%	0	22,808
4730083		Traffic Signal Installations	301,005	137,112	163,893	69%	31%	94,607	42,505
4730084		Pavement Reconstruction	2,693,100	6,494	2,686,606	0%	100%	0	6,494
4730085		Pavement Rehabilitation	286,500	0	286,500	0%	100%	0	0
4730093		Traffic Calming	37,933	264	37,669	0%	100%	0	264
4731053		90 South Phase 1B (40-48W)	0	260,563	0	70%	30%	182,394	78,169
4731057		Prosperity Rd. Reconstruction	798,818	768,322	1,000	0%	100%	0	768,322
4731058		Signals Phase 1A	134,095	0	134,095	0%	100%	0	0
4731059		78 South 27W - Bangerter	695,045	0	695,045	43%	57%	0	0
4731061		78 S 46 W RR Crossing	6,601	40,767	0	53%	47%	21,607	19,160
4731062		7800 South 56-67 West	238,750	0	238,750	0%	100%	0	0
4731063		1825 W 78-80 S	199,041	92,392	0	0%	100%	0	92,392
4731064		90 S 54 W widening	150,000	69,792	20,000	100%	0%	69,792	0
4731065		NBH / Ron Wood Park entry	30,000	30,000	0	100%	0%	30,000	0
4731066		1300 W 82-94 S	802,678	0	802,678	0%	100%	0	0
4731067		7800 S 40-Airport Rd	286,500	99,261	187,239	46%	54%	45,660	53,601
4731068		8200 S 64-67 W Recon	1,000,000	1,000,000	0	0%	100%	0	1,000,000
4740040		Developer reimbursements	334,250	1,129,620	0	100%	0%	1,129,620	0
		Total expenses:	9,801,183	4,915,308	5,253,475			1,909,931	3,005,377
2008-9 Preliminary Report									
RESOURCES									
		Beginning reserve	4,053,377	2,614,814				(1,655,546)	4,270,360
		Impact fees	1,200,000	1,000,000		100%	0%	1,000,000	0
		C-Road funds capital transfer	4,000,000	4,000,000		0%	100%	0	4,000,000
		GF Roads transfer	1,536,306	800,000		0%	100%	0	800,000
		Interest: impact	60,000	0		100%	0%	0	0
		Grants & misc.	5,200,000	4,000,000		0%	100%	0	4,000,000
		Total Revenue:	11,996,306	9,800,000				1,000,000	8,800,000
		Total Resources:	16,049,683	12,414,814				(655,546)	13,070,360
PROJECTS									
4257000		Interfund service fee	191,244	191,244	0	0%	100%	0	191,244
4257010		Direct service fee	193,946	193,946	0	50%	50%	96,973	96,973
4560000		Jordan Landing Blvd. Debt	573,725	573,725	0	38%	62%	218,016	355,710
4730067		32 W 70-76 S	0	9,510	0	0%	100%	0	9,510
4730083		Traffic signal installation	465,113	135,000	330,113	69%	31%	93,150	41,850
4730084		Pavement Reconstruction	3,450,099	3,450,099	0	0%	100%	0	3,450,099
4730085		Pavement Rehabilitation	1,586,500	1,586,500	0	0%	100%	0	1,586,500
4730093		Traffic calming	36,000	36,000	0	0%	100%	0	36,000
4731057		Prosperity Rd. Reconstruction	1,000	402	0	0%	100%	0	402
4731059		78 S 27W - Bangerter	695,045	695,045	0	43%	57%	298,869	396,176
4731061		78 S 46 W RR Crossing	0	285,905	0	53%	47%	151,530	134,375
4731062		78 S 56-64 W	238,750	73	238,677	0%	100%	0	73
4731064		90 S 54 W	20,000	20,000	0	100%	0%	20,000	0
4731066		1300 W 82 - 94 S	802,678	802,678	0	0%	100%	0	802,678
4731067		78 S 40- Airport Rd	187,239	117,460	0	46%	54%	54,032	63,428
4731069		4000 W OBH (TRAX)	477,500	100,000	377,500	0%	100%	0	100,000
4731070		2700 W 82 - 86 S (TRAX)	47,750	47,750	0	0%	100%	0	47,750
4731071		Jordan River Bridge 78 S	210,100	0	210,100	0%	100%	0	0
4731072		7800 S 40 - 48 W	477,500	100,000	0	0%	100%	0	100,000
4740040		Developer reimbursements	1,000,000	501,184	0	100%	0%	501,184	0
		Total expenses:	10,654,189	8,846,521	1,156,390			1,433,753	7,412,768

Year	Account	Description	Budgeted income/ resources	Budgeted Expenses	Cost Dist		Growth	Existing	
					G	X			
2009-10 Budgeted Projects									
RESOURCES									
		Beginning reserve	3,568,293				(2,089,300)	5,657,593	
		Impact fees	1,000,000		100%	0%	1,000,000	0	
		C-Road funds capital transfer	2,750,000		0%	100%	0	2,750,000	
		GF roads transfer	1,500,000		0%	100%	0	1,500,000	
		Interest: impact	0		100%	0%	0	0	
		Interest: general	50,000		0%	100%	0	50,000	
		Grants & misc.	1,240,000		0%	100%	0	1,240,000	
		Total Revenue:	6,540,000				1,000,000	5,540,000	
		Total Resources:	10,108,293				(1,089,300)	11,197,593	
PROJECTS									
				<i>Carryover</i>			<i>New budget</i>		
	4257000	Interfund service fee	203,500	0	203,500	0%	100%	0	203,500
	4560000	Jordan Landing Blvd. debt	570,000	0	570,000	38%	62%	216,600	353,400
	4730067	32 W 70-76 S	250,000	0	250,000	25%	75%	62,500	187,500
	4730083	Signal installation	505,113	330,113	175,000	0%	100%	0	505,113
	4730090	Pavement maint projects	2,500,000	0	2,500,000	0%	100%	0	2,500,000
	4731062	78 S 56-64 W	238,677	238,677	0	0%	100%	0	238,677
	4731069	4000 W OBH (TRAX)	377,500	377,500	0	0%	100%	0	377,500
	4731070	2700 W 82-86 (TRAX)	500,000	0	0	0%	100%	0	500,000
	4731071	Jordan River bridge 78 S	210,100	210,100	0	0%	100%	0	210,100
	4731072	7800 S 40-48 W	4,000,000	0	4,000,000	0%	100%	0	4,000,000
	4740040	Developer reimbursement	250,000	0	250,000	100%	0%	250,000	0
		Total expenses:	9,604,890	1,156,390	7,948,500			529,100	9,075,790
2010-11 Future Projects									
RESOURCES									
		Beginning reserve	503,403				(1,618,400)	2,121,803	
		Impact fees	1,250,000		100%	0%	1,250,000	0	
		C-Road funds capital transfer	2,750,000		0%	100%	0	2,750,000	
		GF Roads transfer	1,500,000		0%	100%	0	1,500,000	
		Interest: impact	10,000		100%	0%	10,000	0	
		Interest: general	25,000		0%	100%	0	25,000	
		Grants & misc.	0		53%	47%	0	0	
		Total Revenue:	5,535,000				1,260,000	4,275,000	
		Total Resources:	6,038,403				(358,400)	6,396,803	
PROJECTS									
	4560000	Jordan Landing Blvd. debt		570,000		38%	62%	216,600	353,400
	4730090	Pavement maint projects		3,846,600		0%	100%	0	4,250,000
	4730091	Traffic signal installation		300,000		75%	25%	225,000	75,000
	4740040	Developer reimbursement		200,000		100%	0%	200,000	0
	TBA	2700 W 90 - 94 S		700,000		0%	100%	0	700,000
	TBA	4000 W OBH - 78 S		50,000		0%	100%	0	50,000
		Total expenses:					641,600	5,428,400	
2011-12 Future Projects									
RESOURCES									
		Beginning reserve	(31,597)				(1,000,000)	968,403	
		Impact fees	1,600,000		100%	0%	1,600,000	0	
		C-Road funds capital transfer	2,750,000		0%	100%	0	2,750,000	
		GF Road transfer	1,500,000		0%	100%	0	1,500,000	
		Interest: impact	20,000		100%	0%	20,000	0	
		Interest: general	15,000		0%	100%	0	15,000	
		Grants & misc.	0		0%	100%	0	0	
		Total Revenue:	5,885,000				1,620,000	4,265,000	
		Total Resources:	5,853,403				620,000	5,233,403	
PROJECTS									
	4730090	Pavement maint projects		4,250,000		0%	100%	0	4,250,000
	4730091	Traffic signal installation		300,000		100%	0%	300,000	0
	4740040	Developer reimbursement		300,000		100%	0%	300,000	0
		Total expenses:					600,000	4,250,000	

Year	Account	Description	Anticipated income/ resources	Anticipated expenses	Cost Dist		Growth	Existing
					G	X		
2012-13 Future Projects								
RESOURCES								
		Beginning reserve	1,003,403				20,000	983,403
		Impact fees	1,640,000		100%	0%	1,640,000	0
		C-Road funds capital transfer	2,985,000		0%	100%	0	2,985,000
		GF Roads transfer	1,500,000		0%	100%	0	1,500,000
		Interest: impact	40,000		100%	0%	40,000	0
		Interest: general	15,000		0%	100%	0	15,000
		Grants & misc.	0		0%	100%	0	0
		Total Revenue:	6,180,000				1,680,000	4,500,000
		Total Resources:	7,183,403				1,700,000	5,483,403
PROJECTS								
	4730090	Pavement maint projects		4,485,000	0%	100%	0	4,485,000
	4730091	Traffic signal installation		300,000	100%	0%	300,000	0
	4740040	Developer reimbursement		1,000,000	100%	0%	1,000,000	0
		Total expenses:					1,300,000	4,485,000
2013-14 Future Projects								
RESOURCES								
		Beginning reserve	1,398,403				400,000	998,403
		Impact fees	1,681,000		100%	0%	1,681,000	0
		C Roads capital transfer	2,985,000		0%	100%	0	2,985,000
		GF Roads transfer	1,500,000		0%	100%	0	1,500,000
		Interest: impact	40,000		100%	0%	40,000	0
		Interest: general	18,000		0%	100%	0	18,000
		Grants & misc.	0		0%	100%	0	0
		Total Revenue:	6,224,000				1,721,000	4,503,000
		Total Resources:	7,622,403				2,121,000	5,501,403
PROJECTS								
	4730090	Pavement maint projects		4,485,000	0%	100%	0	4,485,000
	4730091	Traffic signal installation		300,000	100%	0%	300,000	0
	4740040	Developer reimbursement		1,000,000	100%	0%	1,000,000	0
		Total expenses:					1,300,000	4,485,000

Roads: 7800 South 4000 West to 4800 West Phase 4 (City 1A)

Strategic plan #: RD0011 (priority 7)
Account/project: 41-4400-4730-0xx



Location: 7800 South from 4000 West to 4800 West

Description: Complete design and property acquisition in order to construct curb, gutter and sidewalk and roadway/ intersection improvements for 7800 South from Airport Road to 4800 West (partial build) and complete intersection area.

Date approved: July 1, 2009 **Completion target:** October 30, 2010

<u>Funding source:</u>	Source	Amount
	State Grant	\$4,000,000
	Total funding:	<u>\$4,000,000</u>

<u>Estimated costs:</u>	Category	Amount	
	Property acquisition	\$388,469	
	Design	\$190,000	
	Construction	\$2,000,000	Estimated
	FF&E	\$0	
	Misc.	\$0	
	Project management	<u>\$150,000</u>	
	Total costs:	<u>\$2,728,469</u>	



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

PARKS CAPITAL FUND

PURPOSE

Projects for the acquisition and improvement of parks, open spaces, and trails in the City are tracked and managed through the Parks Capital Fund. Funding for these projects is a combination of general taxes (transfers from the General Fund) and new development impact fees.

The Capital Projects Group in the Public Works Department is responsible for coordinating the design, construction, inspection, and contract administration for all parks projects.

**PARKS CAPITAL FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3610000 INTEREST EARNINGS	200,128	60,000	65,000	20,000
3612000 INTEREST - REST. CASH	103,911	67,000	24,000	20,000
3830000 PARKS & REC. IMPACT FEE	527,894	750,000	818,000	400,000
3875000 PRIOR YEARS RESERVES	0	5,793,528	0	0
TOTAL PARKS CAPITAL FUND REVENUES	831,933	6,670,528	907,000	440,000

**PARKS CAPITAL
45410001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4257010 DIRECT SERVICES FEE	14,400	101,142	101,142	13,753
4310000 PROFESSIONAL & TECHNICAL	4,680	0	3,195	0
4890000 CONT TO FUND BALANCE	0	0	0	426,247
<u>CAPITAL OUTLAYS</u>				
4732038 LITTLE LEAGUE BASEBALL	197,534	0	0	0
4732055 RAILROAD PARK	99	250,000	250,000	0
4732056 OPEN SPACE PROJECTS	1,142,991	3,107,009	1,000,000	0
4732061 RON WOODS PHASE 2	167,311	3,030,377	1,200,000	0
4732062 BASKETBALL COURT	4,950	0	0	0
4740040 DEVELOPER REIMBURSEMENT	305,600	182,000	181,958	0
<u>TRANSFERS OUT</u>				
4943000 CAPITAL SUPPORT FUND	0	0	0	0
TOTAL PARKS CAPITAL	1,837,565	6,670,528	2,736,295	440,000
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	19,080	101,142	104,337	440,000
CAPITAL OUTLAYS	1,818,485	6,569,386	2,631,958	0
TRANSFERS OUT	0	0	0	0
TOTAL FUNCTIONAL AREAS	1,837,565	6,670,528	2,736,295	440,000

CAPITAL IMPROVEMENTS

PARKS FIVE YEAR STRATEGIC PLAN

Year	Account	Description	Amended Budget	Actual year end	Carryover	Cost Dist		Growth (Actual)	Existing (Actual)
						G	X		
2007-8 Final Report									
RESOURCES									
		Beginning cash balance	6,799,992	6,986,564				2,351,372	4,635,192
		Impact fees	1,250,000	527,894		100%	0%	527,894	0
		Interest: impact	137,100	103,910		100%	0%	103,910	0
		Interest: general	0	200,129		0%	100%	0	200,129
		Grants & misc.	0	0		0%	100%	0	0
		Total Revenue:	1,387,100	831,933				631,804	200,129
		Total Resources:	8,187,092	7,818,497				2,983,176	4,835,321
PROJECTS									
	4257010	Direct service fees	14,400	14,400	0	100%	0%	14,400	0
	4610000	Prof & Tech services	0	4,680	0	100%	0%	4,680	0
	4732038	Ron Woods Phase 1	162,060	197,534	0	100%	0%	197,534	0
	4732055	Railroad park	16,755	100	0	0%	100%	0	100
	4732056	Open Space acquisition	4,000,000	1,142,991	2,857,009	0%	100%	0	1,142,991
	4732059	Military service monument	21,809	0	0	0%	100%	0	0
	4732061	Ron Woods Phase 2	1,997,688	167,311	1,830,377	100%	0%	167,311	0
	4732062	Basketball Court	4,951	4,950	0	0%	100%	0	4,950
	4732063	Maple Hills Park	6,322	0	0	100%	0%	0	0
	4770150	Developer reimbursement	305,600	305,600	0	100%	0%	305,600	0
		Total Expenses:	6,529,585	1,837,566	4,687,386			689,525	1,148,041
2008-9 Preliminary Report									
RESOURCES									
		Beginning cash balance	6,015,128	6,015,127				2,447,381	3,567,746
		Impact fees	750,000	400,000		100%	0%	400,000	0
		Interest: impact	67,000	24,000		100%	0%	24,000	0
		Interest: general	60,000	65,000		0%	100%	0	65,000
		Total Revenue:	877,000	489,000				424,000	65,000
		Total Resources:	6,892,128					2,871,381	3,632,746
PROJECTS									
	4257010	Direct service fee	101,142	67,428	0	100%	0%	67,428	0
	4610000	Prof & Tech services	0	3,195	0	100%	0%	3,195	0
	4732055	Railroad Park	250,000	250,000	0	0%	100%	0	250,000
	4732056	Open Space acquisition	3,317,744	1,000,000	2,317,744	0%	100%	0	1,000,000
	4732061	Ron Woods Phase 2	3,030,377	1,200,000	1,830,377	100%	0%	1,200,000	0
	4740040	Developer reimbursement	182,000	181,958	0	100%	0%	181,958	0
		Total Expenses:	6,881,263	2,702,581	4,148,121			1,452,581	1,250,000
2009-10 Budgeted Projects									
RESOURCES									
		Beginning cash balance	3,801,546					1,418,800	2,382,746
		Impact fees	400,000			100%	0%	400,000	0
		Interest: impact	20,000			100%	0%	20,000	0
		Interest: general	20,000			0%	100%	0	20,000
		Total New Revenue:	440,000					420,000	20,000
		Total Resources:	4,241,546					1,838,800	2,402,746
PROJECTS									
				<i>Carryover</i>	<i>New Budget</i>				
	4732056	Open Space acquisition	2,317,744	2,317,744	0	0%	100%	0	2,317,744
	4732061	Ron Woods Phase 2A /B	1,830,377	1,830,377	0	100%	0%	1,830,377	0
	4740040	Developer reimbursements	0	0	0	100%	0%	0	0
		Total Expenses:	4,148,121	4,148,121	0			1,830,377	2,317,744

Year	Project #	Account	Description	Budgeted	Anticipated Expenses	Cost Dist		Growth	Existing
						G	X		
2010-11 Future Projects									
RESOURCES									
			Beginning cash balance	93,425				8,423	85,002
			Impact fees	900,000		100%	0%	900,000	0
			Interest: impact	7,000		100%	0%	7,000	0
			Interest: general	4,000		0%	100%	0	4,000
			Total New Revenue:	911,000				907,000	4,000
			Total Resources:	1,004,425				915,423	89,002
PROJECTS									
	TBA		Developer reimbursement		200,000	100%	0%	200,000	0
			Total Expenses:					200,000	0
2011-12 Future Projects									
RESOURCES									
			Reserve surplus	804,425				715,423	89,002
			Impact fees	922,500				922,500	0
			Interest: impact	17,886				17,886	0
			Interest: general	2,225				0	2,225
			Total New Revenue:	942,611				940,386	2,225
			Total Resources:	1,747,036				1,655,809	91,227
PROJECTS									
	4732061		Ron Woods Phase 2		1,300,000	100%	0%	1,300,000	0
			Total Expenses:					1,300,000	0
2012-13 Future Projects									
RESOURCES									
			Beginning cash balance	447,036				355,809	91,227
			General Fund: Capital supp.	750,000		0%	100%	0	750,000
			Impact fees	1,200,000		100%	0%	1,200,000	0
			Interest: impact	30,000		100%	0%	30,000	0
			Interest: general	5,000		0%	100%	0	5,000
			Total New Revenue:	1,235,000				1,230,000	755,000
			Total Resources:	1,682,036				1,585,809	846,227
PROJECTS									
	TBA		Upgrade existing park		100,000	0%	100%	0	100,000
			Total Expenses:					0	100,000
2013-14 Future Projects									
RESOURCES									
			Beginning cash balance	2,332,036				1,585,809	746,227
			Impact fees	1,230,000		100%	0%	1,230,000	0
			Interest: impact	50,000		100%	0%	50,000	0
			Interest: general	3,000		0%	100%	0	3,000
			Total New Revenue:	1,283,000				1,280,000	3,000
			Total Resources:	3,615,036				2,865,809	749,227
PROJECTS									
	TBA		Upgrade existing park		100,000	0%	100%	0	100,000
	TBA		West Side neighborhood parks		2,000,000	100%	0%	2,000,000	0
			Total Expenses:					2,000,000	100,000



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

STORM WATER CAPITAL FUND

PURPOSE

Projects for the acquisition and improvement of storm water facilities are tracked and managed through the Storm Water Capital Fund. Funding for these projects is a combination of general taxes (transfers from the General Fund) and new development impact fees.

The Capital Projects Group in the Public Works Department is responsible for coordinating the design, construction, inspection, and contract administration for all storm water projects.

**STORM CAPITAL FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3496000 STORM DRAIN IMPACT FEE	477,214	1,200,000	800,000	1,000,000
3610000 INTEREST EARNINGS	179,708	100,000	70,000	40,000
3612000 INTEREST - REST. CASH	158,255	80,000	65,000	40,000
3875000 PRIOR YEARS RESERVES	0	4,916,242	0	1,051,303
TOTAL STORM CAPITAL FUND REVENUES	815,177	6,296,242	935,000	2,131,303

**STORM CAPITAL
46410001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4257010 DIRECT SERVICES FEE	61,222	91,222	91,222	180,531
4310000 PROFESSIONAL & TECHNICAL	7,440	0	4,909	0
<u>CAPITAL OUTLAYS</u>				
4733036 ST04-002 3200 W PHASE 1A	0	572,345	0	0
4733041 ST04-004 JONES NORTH	0	210,000	0	0
4733043 ST04-007 7800 S PHASE 3	344,625	2,721,411	2,721,411	0
4733044 AIRPORT DETENTION	1,146,936	0	76,183	0
4733045 9000 S 4000-4800 W	73,596	0	0	0
4733047 KRAFTMAID STORM AUGMENT	600,157	399,843	3,639	0
4733048 7125 S 1100 W	0	229,375	229,375	0
4733049 CAMELOT WAY	11,577	0	0	0
4733050 7200 S 1300-1500 W	0	120,232	42,970	0
4733051 BAGLEY DETENTION	2,358	938,774	5,800	0
4733052 7800 S 4400-4600 W	93,800	56,200	56,200	0
4733053 CONSTITUTION PARK OUTLET	0	189,090	0	0
4733054 ULDC STRUCTURE JLB & 7050 S	0	47,750	500	0
4733055 4000 W 7800-8300 S	0	0	0	745,915
4733056 BARNEY'S CR WEST DETENTION	0	0	0	780,358
4733057 BARNEY'S CREEK CULVERT	0	0	0	124,499
4740040 DEVELOPER REIMBURSEMENT	181,312	720,000	153,499	300,000
<u>TRANSFERS OUT</u>				
4943000 CAPITAL SUPPORT FUND	0	0	0	0
TOTAL STORM CAPITAL	2,523,023	6,296,242	3,385,708	2,131,303
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	68,662	91,222	96,131	180,531
CAPITAL OUTLAYS	2,454,361	6,205,020	3,289,577	1,950,772
TRANSFERS OUT	0	0	0	0
TOTAL FUNCTIONAL AREAS	2,523,023	6,296,242	3,385,708	2,131,303

CAPITAL IMPROVEMENTS

STORM FIVE YEAR STRATEGIC PLAN

Year	Account	Description	Amended Budget	Actual year end	Carryover	Cost Dist		Growth	Existing
						G	X		
2007-8	Final Report								
	RESOURCES								
		Beginning reserve	7,467,337	8,295,868				4,399,283	3,896,585
		Impact fees	1,200,000	477,214		100%	0%	477,214	0
		Transfer from Cap Supt	0	0		0%	100%	0	0
		Misc. revenue	0	0		0%	100%	0	0
		Interest: impact	132,500	158,255		100%	0%	158,255	0
		Interest: general	0	179,708		0%	100%	0	179,708
		Total Revenue:	1,332,500	815,177				635,469	179,708
		Total Resources:	8,799,837	9,111,045				5,034,752	4,076,293
	PROJECTS								
	4257010	Direct service fees	61,222	61,222	0	80%	20%	48,978	12,244
	4310000	Professional & technical	0	7,440	0	100%	0%	7,440	0
	4733036	32 W Storm line	70,970	0	70,970	0%	100%	0	0
	4733041	Jones North detention	210,000	0	210,000	100%	0%	0	0
	4733043	78 S P 3	3,066,036	344,625	2,721,411	80%	20%	275,700	68,925
	4733044	Airport detention	1,140,037	1,146,936	0	60%	40%	688,162	458,774
	4733045	9000 South 40-48 West	0	73,596	0	90%	10%	66,236	7,360
	4733047	Kraftmaid storm augment	1,000,000	600,157	399,843	70%	30%	420,110	180,047
	4733048	7125 S 1100 W	229,375	0	229,375	0%	100%	0	0
	4733049	Camelot Way	140,232	11,577	0	0%	100%	0	11,577
	4733050	72 S 13-15 W	120,232	0	120,232	0%	100%	0	0
	4733051	Bagley Detention	845,632	2,358	843,274	70%	30%	1,651	707
	4733052	7800 S 44 - 46 W	150,000	93,800	56,200	70%	30%	65,660	28,140
	4740040	Developer reimbursement	191,000	181,312	9,688	100%	0%	181,312	0
		Total Expenses:	7,224,736	2,523,023	4,660,993			1,755,248	767,775
2008-9	Preliminary Report								
	RESOURCES								
		Beginning cash balance	5,052,868	6,588,022				3,279,504	3,308,518
		Impact fees	1,200,000	800,000		100%	0%	800,000	0
		Interest: impact	80,000	65,000		100%	0%	65,000	0
		Interest: general	100,000	70,000		0%	100%	0	70,000
		Total New Revenue:	1,380,000	935,000				865,000	70,000
		Total Resources;	6,432,868	7,523,022				4,144,504	3,378,518
	PROJECTS								
	4257010	Direct service fees	91,222	91,222	0	80%	20%	72,978	18,244
	4310000	Professional & technical	0	4,909	0	100%	0%	0	0
	4733036	3200 W Storm line	572,345	0	572,345	0%	100%	0	0
	4733041	Jones N. detention design	210,000	0	0	100%	0%	0	0
	4733043	7800 South Phase 3	2,721,411	2,721,411	0	80%	20%	2,177,129	544,282
	4733044	Airport detention	0	76,183	0	60%	40%	45,710	30,473
	4733047	Kraftmaid Storm	399,843	3,639	0	70%	30%	2,547	1,092
	4733048	7125 S 1100 W	229,375	229,375	0	0%	100%	0	229,375
	4733050	7200 S 13-15 W	120,232	42,970	0	0%	100%	0	42,970
	4733051	Bagley Detention	938,774	5,800	932,974	70%	30%	4,060	1,740
	4733052	7800 S 44 - 46 W	56,200	56,200	0	70%	30%	39,340	16,860
	4733053	Constitution Park Outlet	189,090	0	189,090	10%	90%	0	0
	4733054	ULDC Structure JLB 7050 W	47,750	500	47,250	0%	100%	0	500
	4740040	Developer reimbursement	720,000	153,499	0	100%	0%	153,499	0
		Total Expenses:	6,296,242	3,385,708	1,741,659			2,495,263	885,537

Year	Account	Description	Budgeted income/ resources	Budgeted Expenses		Cost Dist		Growth	Existing
						G	X		
2009-10 Budgeted Projects									
RESOURCES									
		Beginning reserve	4,142,223					1,649,241	2,492,982
		Impact fees	1,000,000			100%	0%	1,000,000	0
		Interest: impact	40,000			100%	0%	40,000	0
		Interest: general	40,000			0%	100%	0	40,000
		Total New Revenue:	1,080,000					1,040,000	40,000
		Total Resources:	5,222,223					2,689,241	2,532,982
PROJECTS									
				<i>Carryover</i>	<i>New Budget</i>				
4733036		32 W 70-74	572,345	572,345	0	10%	90%	57,235	515,111
4733051		Bagley Detention	932,974	932,974	0	70%	30%	653,082	279,892
4733053		Constitution Park Outlet	189,090	189,090	0	10%	90%	18,909	170,181
4733054		ULDC Structure JLB 7050 W	47,250	47,250	0	0%	100%	0	47,250
TBA		4000 W 78 - 83 S	745,915	0	745,915	60%	40%	447,549	298,366
TBA		Barney's Creek West Detention	780,358	0	780,358	100%	0%	780,358	0
TBA		Barney's Creek Culverts	124,499	0	124,499	0%	100%	0	124,499
4740040		Developer reimbursement	300,000	0	300,000	100%	0%	300,000	0
		Total Expenses:	3,692,431	1,741,659	1,950,772			2,257,132	1,435,299
2010-11 Future Projects									
RESOURCES									
		Beginning reserve	1,529,792					432,109	1,097,683
		Impact fees	1,200,000			100%	0%	1,435,000	0
		Interest: impact	12,000			100%	0%	10,803	0
		Interest: general	30,000			0%	100%	0	27,442
		Grants & misc.	0			0%	100%	0	0
		Total New Revenue:	1,242,000					1,445,803	27,442
		Total Resources:	2,771,792					1,877,912	1,125,125
PROJECTS									
4740040		Developer reimbursement		100,000		100%	0%	100,000	0
TBA		Airport Road Storm improvements		520,000		0%	100%	0	520,000
TBA		40 W Storm line Phase 1		643,200		60%	40%	385,920	257,280
TBA		2200 W 70 S Storm improvements		80,000		0%	100%	0	80,000
		Total Expenses:		1,343,200				485,920	857,280
2011-12 Future Projects									
RESOURCES									
		Beginning reserve	1,659,837					1,391,992	267,845
		Impact fees	1,230,000			100%	0%	1,230,000	0
		Interest: impact	20,000			100%	0%	20,000	0
		Interest: general	5,000			0%	100%	0	5,000
		Grants & misc.	0			0%	100%	0	0
		Total New Revenue:	1,255,000					1,250,000	5,000
		Total Resources;	2,914,837					2,641,992	272,845
PROJECTS									
4740040		Developer reimbursement		100,000		100%	0%	100,000	0
TBA		U-111 88 S Detention		1,400,000		100%	0%	1,400,000	0
		Total Expenses:		1,500,000				1,500,000	0

Year	Account	Description	Anticipated income/ resources	Anticipated expenses	Cost Dist		Growth	Existing
					G	X		
2012-13 Future Projects								
RESOURCES								
		Beginning reserve	1,414,837				1,141,992	272,845
		General Fund: Capital Supp.	750,000		0%	100%	0	750,000
		Impact fees	1,260,750		100%	0%	1,260,750	0
		Interest: impact	90,000		100%	0%	90,000	0
		Interest: general	24,000		0%	100%	0	24,000
		Grants & misc.	0		0%	100%	0	0
		Total New Revenue:	2,124,750				1,350,750	774,000
		Total Resources:	3,539,587				2,492,742	1,046,845
PROJECTS								
	4740040	Developer reimbursement		300,000	100%	0%	300,000	0
	TBA	Axel Park RD SD Improvements		510,500	10%	90%	51,050	459,450
		Total Expenses:		810,500			351,050	459,450

Year	Account	Description	Anticipated income/ resources	Anticipated expenses	Cost Dist		Growth	Existing
					G	X		
2013-14 Future Projects								
RESOURCES								
		Beginning reserve	2,729,087				2,141,692	587,395
		General Fund: Capital Supp.	750,000		0%	100%	0	750,000
		Impact fees	1,292,269		100%	0%	1,292,269	0
		Interest: impact	85,000		100%	0%	85,000	0
		Interest: general	28,000		0%	100%	0	28,000
		Grants & misc.	0		0%	100%	0	0
		Total New Revenue:	2,155,269				1,377,269	778,000
		Total Resources;	4,884,356				3,518,961	1,365,395
PROJECTS								
	4740040	Developer reimbursement		100,000	100%	0%	100,000	0
	TBA	Constitution Park det expand		1,400,000	70%	30%	980,000	420,000
		Total Expenses:		1,500,000			1,080,000	420,000

Storm: 4000 West 7800 to 8300 South Storm Drain Pipeline Upgrade

Strategic plan #: SD0014 (priority 12)

Account/project: TBD



Location: 4000 West from 7800 South to 8300 South

Description: Complete construction of a storm drain pipeline facility. Property acquisition not required and design to be completed by staff. Master Plan priority project #12.

Date approved: July 1, 2009

Completion target: June 30, 2011

Funding source:

Source	Amount
Storm reserves: 2009-10 budget	\$298,366
Storm impact fees: 2009-10 budget	\$447,549
Total funding:	\$745,915

Estimated costs:

Category	Amount
Property acquisition	\$0
Design	\$45,000
Construction	\$648,865
FF&E	\$0
Misc.	\$0
Project management	\$52,050
Total costs:	\$745,915

Storm: Barney's Creek Detention Pond

Strategic plan #: SD0007 (DB 278)
Account/project: TBD



Location: Approximately 8600 South and West of U-111

Description: Property acquisition and design for master planned detention facility. Master Plan priority project #10.

Date approved: July 1, 2009

Completion target: June 30, 2010

Funding source:

Source	Amount
Storm reserves: 2009-10 budget	\$0
Storm impact fees: 2009-10 budget	\$780,358
Total funding:	\$780,358

Estimated costs:

Category	Amount
Property acquisition	\$704,242
Design	\$30,000
Construction	\$0
FF&E	\$0
Misc.	\$0
Project management	\$46,116
Total costs:	\$780,358



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

BUILDING CAPITAL FUND

PURPOSE

Projects for the construction and rehabilitation of municipal buildings are tracked and managed through the Building Capital Fund. Funding for these projects is a combination of general taxes (transfers from the General Fund), voter-approved general obligation bonding/taxes, and from other user funds (water and sewer, for example).

The Capital Projects Group in the Public Works Department is responsible for coordinating the design, construction, inspection, and contract administration for all building projects.

**BUILDINGS CAPITAL FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
3610000 INTEREST EARNINGS	25,443	18,000	16,000	12,500
3612000 INTEREST - REST. CASH	31,581	16,000	12,000	18,000
3690000 SUNDRY REVENUE	7,500	42,500	42,500	0
3822000 FIRE IMPACT FEE	176,560	230,000	191,000	120,000
3823000 POLICE IMPACT FEE	91,159	105,000	86,000	60,000
3825000 TRANS FROM GENERAL FUND	50,000	0	0	0
TOTAL BUILDINGS CAP. FUND REVENUES	382,243	411,500	347,500	210,500

BUILDINGS CAPITAL**47410001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4890000 CONT TO FUND BALANCE	0	369,000	0	210,500
<u>CAPITAL OUTLAYS</u>				
4738034 OLD ROCK CHURCH	6,580	0	0	0
4738036 SITE IMPROVEMENTS	0	42,500	36,000	0
4738037 FIRE STATION 54	0	0	25,000	0
<u>TRANSFERS OUT</u>				
4943000 CAPITAL SUPPORT FUND	0	0	0	0
TOTAL BUILDINGS CAPITAL	6,580	411,500	61,000	210,500
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	0	369,000	0	210,500
CAPITAL OUTLAYS	6,580	42,500	61,000	0
TRANSFERS OUT	0	0	0	0
TOTAL FUNCTIONAL AREAS	6,580	411,500	61,000	210,500



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

C-ROADS

PURPOSE

To provide services to build and maintain roads throughout the City of West Jordan.

GOALS

- Utilize available C-Road funding annually to maximize the maintenance effort of the City's roads.
- Execute projects in a cost-effective manner to fully use available C-Road funding, through the combined efforts of the Capital Projects Group and the Streets Division.
- To fully expend C-Road funding annually in an efficient and cost-effective manner to address the maintenance of the City's streets.

OUTCOME/MEASUREMENT

- Survey 1/3 of the City's roads annually.
- Update new roads in GIS annually.
- Research asset management software and develop a short list of possibilities.

C ROAD PROJECTS**10441401**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>CAPITAL OUTLAYS</u>				
4730002 STREET SUPPLIES	0	0	0	50,000
4730044 MISC CURB, GUTTER & SIDEWALK	0	0	0	60,000
4730074 MANHOLE COLLARS	0	0	0	40,000
4730075 ROAD STRIPING	0	0	0	100,000
4730076 SIGN REPLACEMENT	0	0	0	20,000
4730082 TRAFFIC SIGNAL MAINTENANCE	0	0	0	60,000
4730090 PAVEMENT MAINTENANCE	0	0	0	120,000
4730093 TRAFFIC CALMING	0	0	0	50,000
4890000 CONT TO FUND BALANCE	0	0	0	200,000
<u>TRANSFERS OUT</u>				
4944000 ROAD CAPITAL FUND	0	0	0	2,750,000
TOTAL C ROAD PROJECTS	0	0	0	3,450,000
FUNCTIONAL SUMMARY				
CAPITAL OUTLAYS	0	0	0	700,000
TRANSFERS OUT	0	0	0	2,750,000
TOTAL FUNCTIONAL AREAS	0	0	0	3,450,000



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

FACILITIES – MANAGEMENT

PURPOSE

Oversee and provide coordination in the maintenance, remodeling and new construction of all City properties.

GOALS

Work with architects, engineers, contractors, City administration and facilities staff to bring about timely construction and maintenance of all City buildings and equipment.

OUTCOME/MEASUREMENT

- Maintenance work orders will be completed within five working days.
- Emergency maintenance work orders will be completed within one work day.
- Working with department heads, all remodels will be scheduled and completed on time and within budget.
- New construction projects will be scheduled and completed on time and within budget with change orders not exceeding 10% of construction costs.

**FACILITIES MANAGEMENT
10416403**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	32,084
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	6,230
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	1,397
4130130 WORKERS COMPENSATION	0	0	0	689
4130140 LONG-TERM DISABILITY	0	0	0	356
4130150 UNEMPLOYMENT	0	0	0	160
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	0
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FACILITIES MGT.	0	0	0	41,116
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	41,116
OPERATING EXPENSES	0	0	0	0
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	41,116



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

FACILITIES – MAINTENANCE

PURPOSE

Keep all facilities and facility related equipment in sound and safe working order.

GOALS

Respond to work orders and make repairs as required and requested in a timely manner.

OUTCOME/MEASUREMENT

City buildings and related equipment will remain in good working order.

**FACILITIES MAINTENANCE
10416101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	144,947
4110003 OVERTIME	0	0	0	2,400
4110030 SICK LEAVE BUYOUT	0	0	0	600
4110100 ON CALL SALARIES	0	0	0	2,580
4130110 RETIREMENT	0	0	0	29,972
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	26,308
4130130 WORKERS COMPENSATION	0	0	0	3,112
4130140 LONG-TERM DISABILITY	0	0	0	1,609
4130150 UNEMPLOYMENT	0	0	0	725
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	286
4240000 OFFICE SUPPLIES	0	0	0	180
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	3,210
4250010 UNIFORMS	0	0	0	1,123
4255000 FLEET LEASE	0	0	0	18,389
4260000 BUILDING & GROUNDS	0	0	0	39,590
4270000 UTILITIES	0	0	0	284,260
4280000 TELEPHONE	0	0	0	1,562
4310800 CONTRACT - HEATING/AC	0	0	0	13,952
4310820 CONTRACT - CUSTODIAL	0	0	0	93,918
4310850 CONTRACT - CARPET CLEANING	0	0	0	37,169
4480000 DEPARTMENT SUPPLIES	0	0	0	11,819
4621000 MISCELLANEOUS SERVICES	0	0	0	55,385
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FACILITIES MAINT.	0	0	0	773,096
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	212,253
OPERATING EXPENSES	0	0	0	560,843
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	773,096



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

FACILITIES – SENIOR CENTER

PURPOSE

Provide complete janitorial services and pickup and delivery of seniors not able to attend the center by other means.

GOAL

Work harmoniously with the seniors and the county staff to keep the facility clean and the seniors safe.

OUTCOME/MEASUREMENT

Contact the Senior Center director monthly to verify facility is being maintained as expected.

**SENIOR CENTER
10416102**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	46,796
4110003 OVERTIME	0	0	0	800
4110030 SICK LEAVE BUYOUT	0	0	0	200
4110100 ON CALL SALARIES	0	0	0	900
4130110 RETIREMENT	0	0	0	9,265
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	6,944
4130130 WORKERS COMPENSATION	0	0	0	1,005
4130140 LONG-TERM DISABILITY	0	0	0	519
4130150 UNEMPLOYMENT	0	0	0	234
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	20
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	875
4250010 UNIFORMS	0	0	0	510
4255000 FLEET LEASE	0	0	0	8,209
4260000 BUILDING & GROUNDS	0	0	0	10,012
4270000 UTILITIES	0	0	0	42,740
4280000 TELEPHONE	0	0	0	422
4310800 CONTRACT - HEATING/AC	0	0	0	1,000
4310850 CONTRACT - CARPET CLEANING	0	0	0	4,130
4480000 DEPARTMENT SUPPLIES	0	0	0	10,136
4621000 MISCELLANEOUS SERVICES	0	0	0	2,505
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SENIOR CENTER	0	0	0	147,222
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	66,663
OPERATING EXPENSES	0	0	0	80,559
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	147,222



PUBLIC WORKS DEPARTMENT

ADMINISTRATION & ENGINEERING

FACILITIES – SPECIAL PROJECTS

PURPOSE

Achieve a more economical approach to remodeling specific areas within existing City buildings as directed by City Administration.

GOAL

- Follow the direction given and complete remodeling projects in an economical and timely manner.
- Provide estimate for each project within 10 working days of the assignment being given.

OUTCOME/MEASUREMENT

Save 20% to 50% over subcontracted work.

**FACILITIES SPECIAL PROJ.
10416103**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	52,913
4110003 OVERTIME	0	0	0	800
4110030 SICK LEAVE BUYOUT	0	0	0	200
4110100 ON CALL SALARIES	0	0	0	900
4130110 RETIREMENT	0	0	0	11,008
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	9,584
4130130 WORKERS COMPENSATION	0	0	0	1,136
4130140 LONG-TERM DISABILITY	0	0	0	587
4130150 UNEMPLOYMENT	0	0	0	265
<u>OPERATING EXPENSES</u>				
4250010 UNIFORMS	0	0	0	367
4255000 FLEET LEASE	0	0	0	6,239
4280000 TELEPHONE	0	0	0	516
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FAC. SPECIAL PROJECTS	0	0	0	84,515
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	77,393
OPERATING EXPENSES	0	0	0	7,122
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	84,515

Public Works Department – Operations & Maintenance Division

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PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

OPERATIONS SUPPORT/OPERATIONS MANAGEMENT

PURPOSE

To provide leadership and supervision to plan, organize, and coordinate day-to-day activities and operation of the Operations Division.

GOALS

- Provide leadership and assistance to monitor the budgets and provide purchasing assistance for Public Works Operations.
- Provide assistance to staff to locate cost effective training opportunities.
- Provide assistance to staff for the purchasing of material needed for Operations.

OUTCOME/MEASUREMENT

- Meet with staff on a monthly basis to review expenditure reports for each of the Divisions in Operations.
- Locate at least three sources for local training to assist the Public Works Operations staff.

**PW OPERATIONS MGT.
10416501**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	221,954
4110003 OVERTIME	0	0	0	1,000
4110030 SICK LEAVE BUYOUT	0	0	0	2,500
4130110 RETIREMENT	0	0	0	42,888
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	31,684
4130130 WORKERS COMPENSATION	0	0	0	3,901
4130140 LONG-TERM DISABILITY	0	0	0	2,464
4130150 UNEMPLOYMENT	0	0	0	1,110
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	347
4215000 MEMBERSHIPS	0	0	0	140
4240000 OFFICE SUPPLIES	0	0	0	2,050
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	1,400
4250010 UNIFORMS	0	0	0	100
4280000 TELEPHONE	0	0	0	2,750
4330000 TRAINING	0	0	0	230
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PW OPERATIONS MGT.	0	0	0	314,518
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	307,501
OPERATING EXPENSES	0	0	0	7,017
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	314,518



PUBLIC WORKS DEPARTMENT OPERATIONS & MAINTENANCE DIVISION

STREETS/ROAD REPAIR

PURPOSE

To provide minor patching and repair of city streets and provide assistance to the Capital Project Group prior to contracted street repairs.

GOALS

Address potholes in a timely manner.

OUTCOME/MEASUREMENT

- Pothole patching: Place an average of 12 tons of asphalt per week.
- Crack sealing: Place an average of 1 ton of crack sealing material per day as weather allows in an effort to place 30 tons of crack sealing material per season.

**ROAD REPAIR
10441001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	536,602
4110001 SALARIES PART/SEASONAL	0	0	0	16,266
4110003 OVERTIME	0	0	0	4,000
4110030 SICK LEAVE BUYOUT	0	0	0	2,400
4110100 ON CALL SALARIES	0	0	0	4,447
4130110 RETIREMENT	0	0	0	109,947
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	108,100
4130130 WORKERS COMPENSATION	0	0	0	8,561
4130140 LONG-TERM DISABILITY	0	0	0	5,956
4130150 UNEMPLOYMENT	0	0	0	2,764
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	0	0	507
4240000 OFFICE SUPPLIES	0	0	0	65
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	3,465
4250010 UNIFORMS	0	0	0	6,885
4255000 FLEET LEASE	0	0	0	333,063
4280000 TELEPHONE	0	0	0	1,800
4310000 PROFESSIONAL & TECHNICAL	0	0	0	2,970
4330000 TRAINING	0	0	0	450
4480000 DEPT SUPPLIES	0	0	0	79,866
4621000 MISCELLANEOUS SERVICES	0	0	0	36,900
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL ROAD REPAIR	0	0	0	1,265,014
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	799,043
OPERATING EXPENSES	0	0	0	465,971
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	1,265,014



PUBLIC WORKS DEPARTMENT
OPERATIONS & MAINTENANCE DIVISION
STREETS/CURBS & SIDEWALKS

PURPOSE

To provide services to inspect, repair and replace concrete curb, gutter and sidewalk.

GOALS

To place concrete annually to address deficiencies.

OUTCOME/MEASUREMENT

Place 220 yards of concrete per year for curb, sidewalk and gutter repairs.

CURBS & SIDEWALKS
10441002

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	60,057
4110030 SICK LEAVE BUYOUT	0	0	0	300
4110100 ON CALL SALARIES	0	0	0	284
4130110 RETIREMENT	0	0	0	12,998
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	11,047
4130130 WORKERS COMPENSATION	0	0	0	930
4130140 LONG-TERM DISABILITY	0	0	0	667
4130150 UNEMPLOYMENT	0	0	0	300
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	63
4480000 DEPT SUPPLIES	0	0	0	22,500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CURBS & SIDEWALKS	0	0	0	109,146
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	86,583
OPERATING EXPENSES	0	0	0	22,563
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	109,146



PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

STREETS/SIGNS & SIGNALS

PURPOSE

To provide services to inspect, replace and install city street signs.

GOALS

Complete work orders in a timely manner.

OUTCOME/MEASUREMENT

Complete an average of 120 sign work orders per month.

SIGNS & SIGNALS**10441003**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	50,368
4110003 OVERTIME	0	0	0	1,000
4110030 SICK LEAVE BUYOUT	0	0	0	200
4110100 ON CALL SALARIES	0	0	0	239
4130110 RETIREMENT	0	0	0	9,911
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	8,393
4130130 WORKERS COMPENSATION	0	0	0	780
4130140 LONG-TERM DISABILITY	0	0	0	559
4130150 UNEMPLOYMENT	0	0	0	252
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	63
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	900
4250010 UNIFORMS	0	0	0	405
4270000 UTILITIES	0	0	0	32,000
4280000 TELEPHONE	0	0	0	198
4441000 STREET LIGHTS CROSSINGS	0	0	0	4,446
4441100 SIGNS	0	0	0	20,844
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SIGNS & SIGNALS	0	0	0	130,558
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	71,702
OPERATING EXPENSES	0	0	0	58,856
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	130,558



PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

STREETS/SNOW & ICE REMOVAL

PURPOSE

To provide snow removal on city streets.

GOALS

To provides services to make city streets passable.

OUTCOME/MEASUREMENT

- Provide snow on main arterials and collectors in order to have them passable within 36 hours of a storm.
- Provide snow removal services to have subdivision streets passable within seven days after a 4" storm.

**SNOW REMOVAL
10441004**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	114,327
4110003 OVERTIME	0	0	0	32,000
4110030 SICK LEAVE BUYOUT	0	0	0	500
4110100 ON CALL SALARIES	0	0	0	657
4130110 RETIREMENT	0	0	0	23,821
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	20,659
4130130 WORKERS COMPENSATION	0	0	0	1,770
4130140 LONG-TERM DISABILITY	0	0	0	1,269
4130150 UNEMPLOYMENT	0	0	0	572
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	126
4280000 TELEPHONE	0	0	0	1,800
4310750 SNOW REMOVAL	0	0	0	149,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SNOW REMOVAL	0	0	0	346,501
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	195,575
OPERATING EXPENSES	0	0	0	150,926
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	346,501



PUBLIC WORKS DEPARTMENT OPERATIONS & MAINTENANCE DIVISION

STREETS/STREET SWEEPING

PURPOSE

Sweep City streets in an effort to provide clean streets and reduce debris entering the storm drain system.

GOALS

Sweep City streets a minimum six times a year.

OUTCOME/MEASUREMENT

- Sweep 5,500 miles of city streets per year.
- Provide services to clean up isolated spills within two hours of being requested.

**STREET SWEEPING
10441005**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	96,496
4110003 OVERTIME	0	0	0	1,000
4110030 SICK LEAVE BUYOUT	0	0	0	400
4110100 ON CALL SALARIES	0	0	0	588
4130110 RETIREMENT	0	0	0	20,032
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	22,997
4130130 WORKERS COMPENSATION	0	0	0	1,494
4130140 LONG-TERM DISABILITY	0	0	0	1,071
4130150 UNEMPLOYMENT	0	0	0	482
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	63
4250010 UNIFORMS	0	0	0	1,215
4280000 TELEPHONE	0	0	0	594
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STREET SWEEPING	0	0	0	146,432
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	144,560
OPERATING EXPENSES	0	0	0	1,872
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	146,432



PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

STREETS/STREET LIGHTING

PURPOSE

To provide maintenance and repair of city street lights.

GOALS

Complete work orders in a timely manner.

OUTCOME/MEASUREMENT

- Complete an average of 20 work orders per month.
- Primer and paint 30 residential light poles per year.

STREET LIGHTING**10441006**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	77,658
4110003 OVERTIME	0	0	0	1,000
4110030 SICK LEAVE BUYOUT	0	0	0	300
4110100 ON CALL SALARIES	0	0	0	346
4130110 RETIREMENT	0	0	0	15,216
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	6,480
4130130 WORKERS COMPENSATION	0	0	0	1,203
4130140 LONG-TERM DISABILITY	0	0	0	862
4130150 UNEMPLOYMENT	0	0	0	388
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	63
4250010 UNIFORMS	0	0	0	810
4250100 STREET LIGHT MAINT	0	0	0	188,392
4250200 STREET LIGHT POWER	0	0	0	342,960
4280000 TELEPHONE	0	0	0	810
4310000 PROFESSIONAL & TECHNICAL	0	0	0	2,160
4480000 DEPT SUPPLIES	0	0	0	2,700
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STREET LIGHTING	0	0	0	641,348
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	103,453
OPERATING EXPENSES	0	0	0	537,895
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	641,348



PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

STREETS/GRAFFITI REMOVAL

PURPOSE

To provide services for the removal of graffiti from the public right of way.

GOALS

Remove graffiti from City-owned buildings and the public right-of-way in a timely manner.

OUTCOME/MEASUREMENT

Remove graffiti from the public right-of-way within an average of 72 hours of notification.

**GRAFFITI REMOVAL
10441007**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	35,422
4110030 SICK LEAVE BUYOUT	0	0	0	100
4110100 ON CALL SALARIES	0	0	0	219
4130110 RETIREMENT	0	0	0	6,982
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	4,530
4130130 WORKERS COMPENSATION	0	0	0	549
4130140 LONG-TERM DISABILITY	0	0	0	393
4130150 UNEMPLOYMENT	0	0	0	177
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	63
4250010 UNIFORMS	0	0	0	405
4280000 TELEPHONE	0	0	0	198
4480000 DEPT SUPPLIES	0	0	0	1,500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL GRAFFITI REMOVAL	0	0	0	50,538
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	48,372
OPERATING EXPENSES	0	0	0	2,166
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	50,538



PUBLIC WORKS DEPARTMENT
OPERATIONS & MAINTENANCE DIVISION
STREETS/SPECIAL PROJECTS

Purpose

To provide Streets Division services beyond the scope of routine maintenance at the direction of the City Manager.

**STREETS SPECIAL PROJ.
10441008**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	68,884
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	14,772
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	11,591
4130130 WORKERS COMPENSATION	0	0	0	1,067
4130140 LONG-TERM DISABILITY	0	0	0	765
4130150 UNEMPLOYMENT	0	0	0	344
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	0
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STREETS SPECIAL PROJ.	0	0	0	97,723
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	97,723
OPERATING EXPENSES	0	0	0	0
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	97,723



PUBLIC WORKS DEPARTMENT OPERATIONS & MAINTENANCE DIVISION

PARKS ADMINISTRATION

PURPOSE

To provide leadership and supervision to plan, organize, coordinate day-to-day activities and operation of the Parks Division.

GOALS

Provide landscape inspection services to assist Public Works Engineering with the assistance of projects involving landscaping which will be maintained by the City upon acceptance.

OUTCOME/MEASUREMENT

Complete time promised inspections and punch-list preparation within the predetermined timeframes.

**PARKS ADMINISTRATION
10451001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	107,912
4110003 OVERTIME	0	0	0	29,359
4110030 SICK LEAVE BUYOUT	0	0	0	200
4110100 ON CALL SALARIES	0	0	0	4,320
4130110 RETIREMENT	0	0	0	21,318
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	22,134
4130130 WORKERS COMPENSATION	0	0	0	2,317
4130140 LONG-TERM DISABILITY	0	0	0	1,198
4130150 UNEMPLOYMENT	0	0	0	540
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	200
4215000 MEMBERSHIPS	0	0	0	400
4240000 OFFICE SUPPLIES	0	0	0	460
4250010 UNIFORMS	0	0	0	7,860
4255000 FLEET LEASE	0	0	0	276,770
4270000 UTILITIES	0	0	0	97,410
4280000 TELEPHONE	0	0	0	5,900
4310000 PROFESSIONAL & TECHNICAL	0	0	0	1,500
4330000 TRAINING	0	0	0	3,900
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PARKS ADMINISTRATION	0	0	0	583,698
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	189,298
OPERATING EXPENSES	0	0	0	394,400
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	583,698



PUBLIC WORKS DEPARTMENT
OPERATIONS & MAINTENANCE DIVISION
PARKS, TRAILS AND CITY PROPERTY LANDSCAPE
MAINTENANCE

PURPOSE

To provide landscape maintenance of city parks and trails.

GOALS

To provide landscape maintenance services for city parks and trails on a regular basis.

OUTCOME/MEASUREMENT

Provide landscape maintenance services for city parks and trails on a schedule not to exceed 12 working days between maintenance visits.

**PARKS & TRAILS MAINT.
10451002**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	322,017
4110001 SALARIES PART/SEASONAL	0	0	0	281,682
4110030 SICK LEAVE BUYOUT	0	0	0	500
4130110 RETIREMENT	0	0	0	87,437
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	73,711
4130130 WORKERS COMPENSATION	0	0	0	12,961
4130140 LONG-TERM DISABILITY	0	0	0	3,574
4130150 UNEMPLOYMENT	0	0	0	3,018
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	20,440
4260000 BUILDING & GROUNDS	0	0	0	176,503
4260010 IRRIGATION	0	0	0	43,590
4260020 WEED ABATEMENT	0	0	0	9,600
4260030 URBAN FORESTRY	0	0	0	42,600
4310000 PROFESSIONAL & TECHNICAL	0	0	0	3,000
4480000 DEPT SUPPLIES	0	0	0	26,400
4621000 MISCELLANEOUS SERVICES	0	0	0	13,050
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PARKS & TRAILS MAINT.	0	0	0	1,120,083
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	784,900
OPERATING EXPENSES	0	0	0	335,183
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	1,120,083



PUBLIC WORKS DEPARTMENT OPERATIONS & MAINTENANCE DIVISION

NATURAL SPACES MAINTENANCE

PURPOSE

To provide landscape maintenance services for natural spaces owned by the city.

GOALS

To provide landscape maintenance services for city-owned natural spaces on a regular basis.

OUTCOME/MEASUREMENT

Provide landscape maintenance services for city-owned natural spaces on a schedule not to exceed 25 working days between maintenance visits.

**NATURAL SPACES MAINT.
10451003**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	53,519
4110030 SICK LEAVE BUYOUT	0	0	0	100
4130110 RETIREMENT	0	0	0	10,331
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	6,778
4130130 WORKERS COMPENSATION	0	0	0	1,149
4130140 LONG-TERM DISABILITY	0	0	0	594
4130150 UNEMPLOYMENT	0	0	0	268
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	12,000
4260020 WEED ABATEMENT	0	0	0	24,072
4310000 PROFESSIONAL & TECHNICAL	0	0	0	450
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL NATURAL SPACES MAINT.	0	0	0	109,261
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	72,739
OPERATING EXPENSES	0	0	0	36,522
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	109,261



PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

ARTERIAL STREETScape MAINTENANCE

Purpose

To provide landscape maintenance services for city-owned streetscapes on arterials and collectors.

GOALS

To provide landscape maintenance services for city-owned streetscapes on a regular basis.

OUTCOME/MEASUREMENT

Provide landscape maintenance services for city-owned streetscapes on a schedule not to exceed 12 working days between maintenance visits.

**STREETSCAPE MAINT.
10451004**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	148,659
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	28,730
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	24,906
4130130 WORKERS COMPENSATION	0	0	0	3,192
4130140 LONG-TERM DISABILITY	0	0	0	1,650
4130150 UNEMPLOYMENT	0	0	0	743
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	10,000
4260000 BUILDING & GROUNDS	0	0	0	12,000
4260010 IRRIGATION	0	0	0	10,840
4260020 WEED ABATEMENT	0	0	0	6,400
4260030 URBAN FORESTRY	0	0	0	12,800
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STREETSCAPE MAINT.	0	0	0	260,220
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	208,180
OPERATING EXPENSES	0	0	0	52,040
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	260,220



PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

CEMETERIES

PURPOSE

To maintain aesthetically pleasing cemeteries for families and friends of the deceased.

GOALS

To provide landscape maintenance services for city cemeteries on a regular basis.

OUTCOME/MEASUREMENT

Provide landscape maintenance services for city cemeteries on a schedule not to exceed seven working days between maintenance visits.

CEMETERIES**10459001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	50,724
4110003 OVERTIME	0	0	0	2,808
4110030 SICK LEAVE BUYOUT	0	0	0	200
4110100 ON CALL SALARIES	0	0	0	1,584
4130110 RETIREMENT	0	0	0	9,856
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	12,162
4130130 WORKERS COMPENSATION	0	0	0	1,089
4130140 LONG-TERM DISABILITY	0	0	0	563
4130150 UNEMPLOYMENT	0	0	0	254
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	390
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	5,000
4250010 UNIFORMS	0	0	0	400
4255000 FLEET LEASE	0	0	0	18,764
4260000 BUILDING & GROUNDS	0	0	0	6,560
4260010 IRRIGATION	0	0	0	2,500
4260020 WEED ABATEMENT		0	0	1,000
4270000 UTILITIES	0	0	0	3,821
4280000 TELEPHONE	0	0	0	460
4330000 TRAINING	0	0	0	350
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL CEMETERIES	0	0	0	118,485
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	79,240
OPERATING EXPENSES	0	0	0	39,245
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	118,485



PUBLIC WORKS DEPARTMENT OPERATIONS & MAINTENANCE DIVISION

SNOW REMOVAL

PURPOSE

Provide snow removal for the city's administrative properties.

GOALS

To provide services for residents and school children to provide passable sidewalks in a timely manner.

OUTCOME/MEASUREMENT

Provide services for residents and school children to provide passable sidewalks within three days of a typical 4" snow storm.

**PARKS SNOW REMOVAL
10451005**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	28,211
4110003 OVERTIME	0	0	0	11,420
4110030 SICK LEAVE BUYOUT	0	0	0	100
4130110 RETIREMENT	0	0	0	5,681
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	6,220
4130130 WORKERS COMPENSATION	0	0	0	606
4130140 LONG-TERM DISABILITY	0	0	0	313
4130150 UNEMPLOYMENT	0	0	0	141
<u>OPERATING EXPENSES</u>				
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	1,453
4260000 BUILDING & GROUNDS	0	0	0	2,000
4621000 MISCELLANEOUS SERVICES	0	0	0	4,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PARKS SNOW REMOVAL	0	0	0	60,145
 FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	52,692
OPERATING EXPENSES	0	0	0	7,453
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	60,145



PUBLIC WORKS DEPARTMENT
OPERATIONS & MAINTENANCE DIVISION
PARKS/SPECIAL PROJECTS

PURPOSE

To provide Parks Divisions services beyond the scope of routine maintenance at the direction of the City Manager.

**PARKS SPECIAL PROJECTS
10451006**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	46,531
4110030 SICK LEAVE BUYOUT	0	0	0	100
4130110 RETIREMENT	0	0	0	9,051
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	9,887
4130130 WORKERS COMPENSATION	0	0	0	999
4130140 LONG-TERM DISABILITY	0	0	0	516
4130150 UNEMPLOYMENT	0	0	0	233
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	0
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL PARKS SPECIAL PROJ.	0	0	0	67,317
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	67,317
OPERATING EXPENSES	0	0	0	0
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	67,317



PUBLIC WORKS DEPARTMENT

OPERATIONS & MAINTENANCE DIVISION

UTILITIES: STORM WATER/INSPECTION AND CLEANING

PURPOSE

To provide routine maintenance including cleaning and video taping of the city's storm drains in an effort to prevent blockages.

GOALS

Clean and video the city's storm drains in a timely manner.

OUTCOME/MEASUREMENT

- Clean 2,000 storm grates throughout the City on an annual basis.
- Video 20,000 lineal feet of the city's storm drain system annually.

**STORMWATER INSPECTION
& CLEANING
10461001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	23,320
4110003 OVERTIME	0	0	0	1,350
4110030 SICK LEAVE BUYOUT	0	0	0	200
4110100 ON CALL SALARIES	0	0	0	3,942
4130110 RETIREMENT	0	0	0	4,580
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	3,785
4130130 WORKERS COMPENSATION	0	0	0	501
4130140 LONG-TERM DISABILITY	0	0	0	259
4130150 UNEMPLOYMENT	0	0	0	117
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	100
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	850
4250010 UNIFORMS	0	0	0	190
4255100 VEHICLE LEASE	0	0	0	29,000
4280000 TELEPHONE	0	0	0	132
4310810 CONTRACT SERVICES	0	0	0	300
4330000 TRAINING	0	0	0	350
4480000 DEPT SUPPLIES	0	0	0	6,152
4612000 CLEAN UP CONTINGENCY	0	0	0	2,900
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STORM. INSP. & CLEAN.	0	0	0	78,028
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	38,054
OPERATING EXPENSES	0	0	0	39,974
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	78,028



PUBLIC WORKS DEPARTMENT
OPERATIONS & MAINTENANCE DIVISION
UTILITIES: STORM WATER/REPAIR AND CONSTRUCTION

PURPOSE

To provide repair and replacement services for substandard storm drain infrastructure.

GOALS

Address storm drain problems in a timely manner.

OUTCOME/MEASUREMENT

Repair 15 storm water problems as identified during video inspections.

**STORMWATER REPAIR &
CONSTRUCTION
10461002**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	55,969
4110003 OVERTIME	0	0	0	150
4110030 SICK LEAVE BUYOUT	0	0	0	400
4110100 ON CALL SALARIES	0	0	0	438
4130110 RETIREMENT	0	0	0	10,816
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	9,084
4130130 WORKERS COMPENSATION	0	0	0	1,202
4130140 LONG-TERM DISABILITY	0	0	0	621
4130150 UNEMPLOYMENT	0	0	0	280
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	240
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	900
4250010 UNIFORMS	0	0	0	485
4255000 FLEET LEASE	0	0	0	14,073
4280000 TELEPHONE	0	0	0	318
4310810 CONTRACT SERVICES	0	0	0	600
4330000 TRAINING	0	0	0	840
4480000 DEPT SUPPLIES	0	0	0	8,340
4612000 CLEAN UP CONTINGENCY	0	0	0	2,100
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STORM. REP. & CONST.	0	0	0	106,856
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	78,960
OPERATING EXPENSES	0	0	0	27,896
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	106,856



PUBLIC WORKS DEPARTMENT OPERATIONS & MAINTENANCE DIVISION

UTILITIES: STORM WATER/SPECIAL PROJECTS

PURPOSE

To provide Storm Water Division services beyond the scope of routine maintenance including those projects at the direction of the City Manager.

GOALS

Install storm drain markers.

OUTCOME/MEASUREMENT

Install 1,200 storm drain markers at the inlets.

**STORMWATER SPECIAL
PROJECTS
10461003**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	13,992
4110030 SICK LEAVE BUYOUT	0	0	0	100
4130110 RETIREMENT	0	0	0	2,702
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	2,271
4130130 WORKERS COMPENSATION	0	0	0	300
4130140 LONG-TERM DISABILITY	0	0	0	155
4130150 UNEMPLOYMENT	0	0	0	70
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	60
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	250
4250010 UNIFORMS	0	0	0	125
4280000 TELEPHONE	0	0	0	80
4310810 CONTRACT SERVICES	0	0	0	100
4330000 TRAINING	0	0	0	210
4480000 DEPT SUPPLIES	0	0	0	2,800
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL STORM. SPEC. PROJ.	0	0	0	23,215
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	19,590
OPERATING EXPENSES	0	0	0	3,625
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	23,215

Public Works Department – Enterprise & Internal Funds

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PUBLIC WORKS DEPARTMENT

WATER FUND

PURPOSE

The Water Fund is an Enterprise Fund, implying that (1) the activities of the water fund are not funded through taxes but through direct charges for service (commodity) provided; and (2) the water activity is completely self-supporting. The City buys over 80% of its wholesale treated water from the Jordan Valley Water Conservancy District. The remaining approximately 20% comes from culinary-quality wells (limited treatment required) in the southwestern quadrant of the city. The various programs of the Water Division provide for the operation and maintenance of water production, storage, and distribution; water accountability and billing; water conservation; new water resource development; and construction of new infrastructure.

**WATER FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3325000 WATER RESOURCE GRANT	888	50,000	50,000	50,000
3414000 LANDSCAPE PLAN SUBMITTAL	9,100	15,000	15,000	11,900
3690000 SUNDRY REVENUE	774	0	10,260	0
3839000 CAPITAL CONTRIBUTION	565,049	0	0	0
3840000 CONTRIBUTIONS-DEVELOPERS	346,682	0	0	0
3877000 PRIOR YRS RSRVS - WATER	0	7,056,993	0	31,657
3880000 WATER DISTRIBUTION IMPACT	1,303,804	2,000,000	1,893,000	1,400,000
3911100 METERED SALES - AVAILABILITY	4,444,667	4,690,000	4,600,000	4,600,000
3911200 METERED SALES - COMMODITY	6,212,110	7,100,000	6,800,000	7,100,000
3912000 FLAT RATE WATER SALES	73,018	0	70,000	0
3915000 MISC WATER REVENUE	22,373	306,000	40,000	306,000
3919000 RECONNECTION ADMIN FEES	65,210	0	70,000	0
3921100 INTEREST BONDS	23,716	0	0	0
3921200 INTEREST W&S	(71,313)	60,000	60,000	0
3921300 INTEREST - REST. CASH	424,853	120,000	30,000	5,000
3952000 BOND PREMIUM	4,928	0	0	0
TOTAL WATER FUND REVENUES	13,425,859	21,397,993	13,638,260	13,504,557



PUBLIC WORKS DEPARTMENT

WATER FUND

OPERATIONS

PURPOSE

To provide monitoring of the water system addressing dynamic demands throughout the city.

GOALS

Ensure the most effective and efficient use of available infrastructure is applied by monitoring and adjusting flows of the water system remotely by SCADA, manually at site for those not set up with intent to allow storage to handle demand periods and performing regular site visits and maintenance.

OUTCOME/MEASUREMENT

- Clean one reservoir per year. System completely gone through every ten years.
- Dismantle and rebuild 25% PRVs per year. System completely gone through every four years.
- Exercise 10% mainline valves every year. System completely gone through every 10 years.

**WATER OPERATIONS
51510001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	286,713
4110003 OVERTIME	0	0	0	41,300
4110030 SICK LEAVE BUYOUT	0	0	0	800
4110100 ON CALL SALARIES	0	0	0	3,066
4130110 RETIREMENT	0	0	0	56,025
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	58,402
4130130 WORKERS COMPENSATION	0	0	0	6,156
4130140 LONG-TERM DISABILITY	0	0	0	3,183
4130150 UNEMPLOYMENT	0	0	0	1,434
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	150
4215000 MEMBERSHIPS	0	0	0	265
4240000 OFFICE SUPPLIES	0	0	0	900
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	3,170
4250010 UNIFORMS	0	0	0	3,822
4260000 BUILDING & GROUNDS	0	0	0	40,000
4270000 UTILITIES	0	0	0	476,500
4280000 TELEPHONE	0	0	0	3,822
4310000 PROFESSIONAL & TECHNICAL	0	0	0	10,100
4310111 PT - SAMPLES	0	0	0	1,680
4330000 TRAINING	0	0	0	6,300
4480000 DEPT SUPPLIES	0	0	0	142,345
4480010 DEPT SUPPLIES - UB METERS	0	0	0	250,500
4621000 MISCELLANEOUS SERVICES	0	0	0	750
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL WATER OPERATIONS	0	0	0	1,397,383
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	457,079
OPERATING EXPENSES	0	0	0	940,304
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	1,397,383



PUBLIC WORKS DEPARTMENT

WATER FUND

MAINTENANCE AND CONSTRUCTION

PURPOSE

To provide repairs and replacement of sub standard infrastructure; maintaining operation of the city's water system.

GOALS

Ensure problems, of current infrastructure are caught and repairs are responded to for safe operation. Plan an effective routine to stay on course with the budget.

OUTCOME/MEASUREMENT

- Correct 50 liabilities (URMMAs) the city faces. The total number is unknown.
- Repair 110 (estimated) water breaks to the infrastructure per year.
- Replace 15 fire hydrants that are not functioning properly per year.

**MAINTENANCE & CONST.
51510002**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	330,129
4110003 OVERTIME	0	0	0	17,700
4110030 SICK LEAVE BUYOUT	0	0	0	1,100
4110100 ON CALL SALARIES	0	0	0	1,314
4130110 RETIREMENT	0	0	0	64,041
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	61,183
4130130 WORKERS COMPENSATION	0	0	0	7,088
4130140 LONG-TERM DISABILITY	0	0	0	3,664
4130150 UNEMPLOYMENT	0	0	0	1,651
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	900
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	3,648
4250010 UNIFORMS	0	0	0	2,732
4255000 FLEET LEASE	0	0	0	98,512
4260000 BUILDING & GROUNDS	0	0	0	15,000
4280000 TELEPHONE	0	0	0	2,732
4310000 PROFESSIONAL & TECHNICAL	0	0	0	700
4330000 TRAINING	0	0	0	3,500
4480000 DEPT SUPPLIES	0	0	0	135,000
4621000 MISCELLANEOUS SERVICES	0	0	0	6,500
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL MAINTENANCE & CONST.	0	0	0	757,094
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	487,870
OPERATING EXPENSES	0	0	0	269,224
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	757,094



PUBLIC WORKS DEPARTMENT

WATER FUND

WATER QUALITY

PURPOSE

To provide water throughout the city meeting stringent EPA and State regulations, as well as addressing calls and complaints from our customers.

GOALS

Ensure compliance at required connections relating to backflow and performing required samples.

OUTCOME/MEASUREMENT

- Sample 99 samples per month to meet state requirements.
- Inspect 10% of businesses and city owned properties for cross-connection compliance each year.
- Flush 500 dead-end hydrants to eliminate trapped sediment and potential breeding ground for bacteria.

WATER QUALITY**51510003**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	74,882
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	14,455
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	14,673
4130130 WORKERS COMPENSATION	0	0	0	1,608
4130140 LONG-TERM DISABILITY	0	0	0	831
4130150 UNEMPLOYMENT	0	0	0	374
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	150
4215000 MEMBERSHIPS	0	0	0	265
4240000 OFFICE SUPPLIES	0	0	0	150
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	701
4250010 UNIFORMS	0	0	0	1,097
4280000 TELEPHONE	0	0	0	1,097
4310000 PROFESSIONAL & TECHNICAL	0	0	0	800
4310111 PT - SAMPLES	0	0	0	25,180
4330000 TRAINING	0	0	0	700
4480000 DEPT SUPPLIES	0	0	0	14,905
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL WATER QUALITY	0	0	0	152,068
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	107,023
OPERATING EXPENSES	0	0	0	45,045
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	152,068



PUBLIC WORKS DEPARTMENT

WATER FUND

WATER RESOURCE

PURPOSE

Promote effective use, maintenance, and delivery of existing water resources, preserve water rights, and promote the development of additional water resources.

GOALS

Ensure the most effective and efficient use of water resources available to the City by:

- Maintain accurate records of water rights and use of existing water resources.
- Properly identify and prioritize proposed water resource and infrastructure projects and funding.
- Promote the development of additional water resources.

OUTCOME/MEASUREMENT

- Implement steps to resolve water right issues.
- Start effort to locate and develop additional water resource and/or restore existing resources

WATER RESOURCES**51512001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	0
<u>OPERATING EXPENSES</u>				
4257000 INTERFUND SERVICE FEE	0	0	0	855,991
4257010 DIRECT SERVICES FEE	0	0	0	699,264
4310000 PROFESSIONAL & TECHNICAL	0	0	0	10,000
4330000 TRAINING	0	0	0	1,300
4481000 SOURCE OF SUPPLY	0	0	0	7,000,000
4483000 PURIFICATION	0	0	0	12,000
4661000 CANAL SHARES	0	0	0	7,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL WATER RESOURCES	0	0	0	8,585,555
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	0
OPERATING EXPENSES	0	0	0	8,585,555
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	8,585,555



PUBLIC WORKS DEPARTMENT

WATER FUND

SPECIAL PROJECTS

PURPOSE

To provide instant water system data and to study historical data, troubleshoot problems.

GOALS

Ensure additional data can be added to current SCADA system through in-house installation.

OUTCOME/MEASUREMENT

- Purchase and install two additional new RTUs.
- Install three RTU pedestals and venting.
- Install conduit for electrical to be ran and wired for three sites.

**WATER SPECIAL PROJECTS
51510005**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	86,327
4110030 SICK LEAVE BUYOUT	0	0	0	300
4130110 RETIREMENT	0	0	0	16,665
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	17,207
4130130 WORKERS COMPENSATION	0	0	0	1,853
4130140 LONG-TERM DISABILITY	0	0	0	958
4130150 UNEMPLOYMENT	0	0	0	432
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	50
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	909
4250010 UNIFORMS	0	0	0	552
4280000 TELEPHONE	0	0	0	552
4310000 PROFESSIONAL & TECHNICAL	0	0	0	900
4480000 DEPT SUPPLIES	0	0	0	41,887
4621000 MISCELLANEOUS SERVICES	0	0	0	750
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL WATER SPECIAL PROJ.	0	0	0	169,342
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	123,742
OPERATING EXPENSES	0	0	0	45,600
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	169,342



PUBLIC WORKS DEPARTMENT

WATER FUND

BLUE STAKE

PURPOSE

To provide utility locating services for city owned utilities.

GOALS

Through, accurate and timely marking of city owned utilities.

OUTCOME/MEASUREMENT

Limit hits on city owned utilities to less than an average of one per month (12 per year).

**BLUE STAKE
51510004**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	130,516
4110030 SICK LEAVE BUYOUT	0	0	0	100
4130110 RETIREMENT	0	0	0	25,191
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	17,183
4130130 WORKERS COMPENSATION	0	0	0	2,802
4130140 LONG-TERM DISABILITY	0	0	0	1,449
4130150 UNEMPLOYMENT	0	0	0	653
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	500
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	1,322
4250010 UNIFORMS	0	0	0	1,097
4280000 TELEPHONE	0	0	0	1,097
4310000 PROFESSIONAL & TECHNICAL	0	0	0	6,000
4330000 TRAINING	0	0	0	1,400
4480000 DEPT SUPPLIES	0	0	0	14,905
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL BLUE STAKE	0	0	0	204,215
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	177,894
OPERATING EXPENSES	0	0	0	26,321
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	204,215



PUBLIC WORKS DEPARTMENT

WATER FUND

WATER CONSERVATION

PURPOSE

Promote the efficient use of culinary water and secondary irrigation water by residents, businesses, and City employees. The conservation programs include water-wise landscape codes, park irrigation upgrades, low-flow toilet rebates, water-wise plant rebates, indoor water saving kits, irrigation product rebates, landscape awards, citizen water conservation committee, and a public education campaign.

GOALS

Reduce water consumption to these levels by year 2025:

- 170 gallons per capita per day (gpcd) citywide
- 135 gpcd for single family homes
- 95 gpcd for multi-family units
- Irrigate City parks at 150% of evapotranspiration (about 35 inches/season).
- Reduce business and industrial use by 10% from year 2000 levels.

Measures/Outcomes

- gpcd citywide
- gpcd for single family homes
- gpcd for multi-family units
- Park Irrigation as percent of evapotranspiration.
- Percent reduction of business and industrial water from year 2000 levels.

**WATER CONSERVATION
51512501**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	59,717
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	11,528
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	4,108
4130130 WORKERS COMPENSATION	0	0	0	119
4130140 LONG-TERM DISABILITY	0	0	0	663
4130150 UNEMPLOYMENT	0	0	0	299
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	400
4215000 MEMBERSHIPS	0	0	0	335
4240000 OFFICE SUPPLIES	0	0	0	200
4250010 UNIFORMS	0	0	0	60
4310000 PROFESSIONAL & TECHNICAL	0	0	0	14,100
4330000 TRAINING	0	0	0	1,950
4610411 WATER CHECKS/AWARDS	0	0	0	3,000
4610412 PUBLIC EDUCATION PROGRAMS	0	0	0	45,000
4610413 TOILET REPLACEMENT PROGRAM	0	0	0	8,000
4610414 PARK IRRIGATION UPGRADES	0	0	0	20,000
4610415 TECHNOLOGY REBATES	0	0	0	30,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL WATER CONSERVATION	0	0	0	199,679
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	76,634
OPERATING EXPENSES	0	0	0	123,045
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	199,679

WATER PROJECTS

51560001

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>CAPITAL OUTLAYS</u>				
4257010 DIRECT SERVICES FEE	0	0	0	231,656
5730108 UTA BETTERMENTS	0	0	0	250,000
TOTAL WATER PROJECTS	0	0	0	481,656
FUNCTIONAL SUMMARY				
CAPITAL OUTLAYS	0	0	0	481,656
TOTAL FUNCTIONAL AREAS	0	0	0	481,656

CAPITAL IMPROVEMENTS

WATER FIVE YEAR STRATEGIC PLAN

Year	Account	Description	Revised Budget	Actual year end	Carryover	Cost Dist		Growth (Actual)	Existing (Actual)
						G	X		
2007-8	Final Report								
RESOURCES									
		Capital funding	1,256,935					563,928	693,007
		Total Resources;	1,256,935					563,928	693,007
PROJECTS									
	4257010	Direct services fee	219,465	219,465	0	36%	64%	79,007	140,458
	4740040	Developer reimbursements	100,275	100,215	60	100%	0%	100,215	0
	5730049	Master plan updates	95,500	6,840	10,000	100%	0%	6,840	0
	5730075	7800 S Phase 1	71,341	75,283	0	10%	90%	7,528	67,755
	5730076	78 S Phase 3	2,538,861	278,626	2,260,235	43%	57%	119,809	158,817
	5730079	Fluoridation/chlorination	30,000	37,002	0	50%	50%	18,501	18,501
	5730081	PRV/SCADA upgrades	98,952	47,685	51,267	20%	80%	9,537	38,148
	5730083	OBH JWCD meter	0	9,312	0	20%	80%	1,862	7,450
	5730086	Airport reservoir	775,256	191,795	583,461	50%	50%	95,898	95,898
	5730088	9000 South 40-48 W	68,897	82,507	0	0%	100%	0	82,507
	5730089	Well 3 replacement DES	1,442,289	8,960	0	50%	50%	4,480	4,480
	5730092	78 S 38-40 W	164,549	0	164,549	10%	90%	0	0
	5730093	Copperton lines DES	1,923,476	54,950	1,868,526	100%	0%	54,950	0
	5730094	1300 W abandonment	185,117	148	184,969	0%	100%	0	148
	5730095	Drake lane fire line	81,534	0	81,534	0%	100%	0	0
	5730096	OBH tank discharge replace	190,770	0	0	20%	80%	0	0
	5730097	Copperton Reservoir	744,900	0	744,900	80%	20%	0	0
	5730098	Wells Park to Axel	177,630	34,092	143,538	0%	100%	0	34,092
	5730099	Water Resources development	441,210	65,300	0	100%	0%	65,300	0
	5730101	7800 S 44 -46 W	82,000	44,530	37,470	0%	100%	0	44,530
	5730102	2700 W Gardner - Haun connect	0	0	0	0%	100%	0	0
	5730106	6200 S Dixie Vly Meter Vault	0	225	0	0%	100%	0	225
		Total Expenses:	9,432,022	1,256,935	6,130,509			563,928	693,007

Year	Account	Description	Revised Budget	Estimated year end	Estimated Carryover	Cost Dist		Growth	Existing
						G	X		
2008-9	Preliminary Report								
RESOURCES									
		Capital funding	6,561,844					4,279,336	2,282,508
		Total Resources:	6,561,844					4,279,336	2,282,508
PROJECTS									
	4257010	Direct service fee	83,484	83,484	0	36%	64%	30,054	53,430
	4740040	Developer reimbursements	315,150	209,196	0	100%	0%	209,196	0
	5730049	Master plan update	10,000	4,536	0	100%	0%	4,536	0
	5730076	78 S Phase 3	2,260,235	2,260,235	0	43%	57%	971,901	1,288,334
	5730079	Fluoridation/Chlorination	0	43,144	0				
	5730081	SCADA upgrades	109,614	109,614	0	20%	80%	21,923	87,691
	5730086	Airport reservoir	583,461	206,600	0	50%	50%	103,300	103,300
	5730092	78 S 38-40 W	202,749	0	202,749	10%	90%	0	0
	5730093	Copperton lines	1,868,526	1,868,526	0	100%	0%	1,868,526	0
	5730094	1300 W abandonment	184,969	185,638	0	0%	100%	0	185,638
	5730097	Copperton Reservoir	744,900	744,900	0	100%	0%	744,900	0
	5730098	Wells Park to Axel Park	143,538	48,615	94,923	0%	100%	0	48,615
	5730099	Water resources development	0	0	0	100%	0%	0	0
	5730101	7800 S 44 - 46 W	37,470	0	0	40%	60%	0	0
	5730102	2700 W Gardner - Haun connect	95,500	95,500	0	0%	100%	0	95,500
	5730103	3200 W abandonment	143,250	0	0	0%	100%	0	0
	5730104	JVWCD meter vaults 3200 W	267,400	0	0	0%	100%	0	0
	5730106	6200 S Dixie Vly meter vault	95,000	95,000	0	0%	100%	0	95,000
	5730107	8600 S Bangerter to 40 W	650,000	650,000	0	50%	50%	325,000	325,000
		Total Expenses:	7,795,246	6,604,988	297,672			4,279,336	2,282,508

Year	Account	Description	Budgeted resources	Budgeted expenses		G	X	Growth	Existing	
2009-10 Budgeted Projects										
RESOURCES										
		Capital funding	547,672					121,649	426,023	
		Total Resources:	547,672					121,649	426,023	
PROJECTS										
				<i>Carryover</i>	<i>New Budget</i>					
	4740040	Developer reimbursements	0	0	0	100%	0%	0	0	
	5730081	SCADA upgrades	0	0	0	50%	50%	0	0	
	5730092	78 S 38-40 W	202,749	202,749	0	60%	40%	121,649	81,100	
	5730097	Copperton reservoir	0	0	0	100%	0%	0	0	
	5731098	Wells Park to Axel Park	94,923	94,923	0	0%	100%	0	94,923	
	5730099	Water resources	0	0	0	100%	0%	0	0	
	5730103	3200 W abandon	0	0	0	0%	100%	0	0	
	5730104	JVWCD vaults 3200 W	0	0	0	0%	100%	0	0	
	5730105	3rd pump U111 Booster	0	0	0	100%	0%	0	0	
	TBA	UTA Betterments	250,000	0	250,000	0%	100%	0	250,000	
		Total Expenses:	297,672	297,672	250,000			121,649	426,023	
Year	Account	Description	Anticipated income/ resources	Anticipated expenses	Cost Dist		G	X	Growth	Existing
2010-11 Future Projects										
RESOURCES										
		Capital funding	816,000					381,000	435,000	
		Total Resources:	816,000					381,000	435,000	
PROJECTS										
	4740040	Developer reimbursements		75,000		100%	0%	75,000	0	
	5730081	SCADA upgrades		40,000		50%	50%	20,000	20,000	
	5730103	3200 W abandon		145,000		0%	100%	0	145,000	
	5730104	JVWCD vaults 3200 W		270,000		0%	100%	0	270,000	
	5730105	3rd pump U-111 Booster station		286,000		100%	0%	286,000	0	
		Total Expenses:						381,000	435,000	
Year	Account	Description	Anticipated income/ resources	Anticipated expenses	Cost Dist		G	X	Growth	Existing
2011-12 Future Projects										
RESOURCES										
		Capital funding	2,054,050					1,095,010	959,040	
		Total Resources:	2,054,050					1,095,010	959,040	
PROJECTS										
	4740040	Developer reimbursements		100,000		100%	0%	100,000	0	
	5730081	SCADA upgrades		54,000		50%	50%	27,000	27,000	
	TBA	Kraftmaid SID reimburse.		735,000		100%	0%	735,000	0	
	TBA	9000 S 22 - 32 W		1,165,050		20%	80%	233,010	932,040	
	Future	Total Expenses:						1,095,010	959,040	
Year	Account	Description	Anticipated income/ resources	Anticipated expenses	Cost Dist		G	X	Growth	Existing
2012-13 Future Projects										
RESOURCES										
		Capital funding	2,255,250					2,228,250	27,000	
		Total Resources:	2,255,250					2,228,250	27,000	
PROJECTS										
	4740040	Developer reimbursements		100,000		100%	0%	100,000	0	
	5730081	SCADA upgrades		54,000		50%	50%	27,000	27,000	
	5730097	Copperton reservoir		2,101,250		100%	0%	2,101,250	0	
		Total Expenses:						2,228,250	27,000	

Year	Account	Description	Anticipated income/ resources	Anticipated expenses	Cost Dist		Growth	Existing
					G	X		
2013-14	Future Projects							
	RESOURCES							
		Capital funding	872,000				130,000	742,000
		Total Resources:	872,000				130,000	742,000
	PROJECTS							
	4740040	Developer reimbursements		100,000	100%	0%	100,000	0
	5730081	SCADA upgrades		60,000	50%	50%	30,000	30,000
	TBA	McGinnis Rd 90 S - NBH		368,500	0%	100%	0	368,500
	TBA	27 W 90-94 S		343,500	0%	100%	0	343,500
		Total Expenses:					130,000	742,000

**DEBT RESERVE
51530001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4810000 PRINCIPAL	0	0	0	1,425,000
4820000 INTEREST	0	0	0	101,065
4830000 AGENTS FEE	0	0	0	1,500
TOTAL DEBT RESERVE	0	0	0	1,527,565
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	0	0	0	1,527,565
TOTAL FUNCTIONAL AREAS	0	0	0	1,527,565

TRANSFERS OUT
51599801

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>TRANSFERS OUT</u>				
4967000 TRANS TO RISK MANAGEMENT	0	0	0	30,000
TOTAL TRANSFERS OUT	0	0	0	30,000
FUNCTIONAL SUMMARY				
TRANSFERS OUT	0	0	0	30,000
TOTAL FUNCTIONAL AREAS	0	0	0	30,000



PUBLIC WORKS DEPARTMENT

WASTEWATER FUND

PURPOSE

The Wastewater Fund is an Enterprise Fund, implying that (1) the activities of the wastewater fund are not funded through taxes but through direct charges for service provided; and (2) the wastewater activity is completely self-supporting. The Wastewater Division is responsible for the collection of waste and its delivery to the South Valley Water Reclamation Facility for treatment and release. The Division constructs and repairs infrastructure, and also monitors and manages our ownership interest in the regional treatment plant.

**SEWER FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3839000 CAPITAL CONTRIBUTION	795,406	0	0	0
3840000 CONTRIBUTIONS-DEVELOPERS	180,275	0	0	0
3878000 PRIOR YRS RSRVS - SEWER	0	1,280,518	0	920,775
3884000 WASTEWATER IMPACT FEE	892,951	1,500,000	1,348,000	750,000
3921000 INTEREST INCOME	37,909	15,000	12,000	10,000
3921300 INTEREST - REST. CASH	242,976	150,000	40,000	40,000
3931000 SEWER O&M	5,880,083	6,270,000	6,270,000	7,266,930
3941000 EQUITY G/L IN JOINT VENTURE	(952,675)	0	0	0
TOTAL SEWER FUND REVENUES	7,076,925	9,215,518	7,670,000	8,987,705



PUBLIC WORKS DEPARTMENT

WATER FUND

SEWER TREATMENT & ADMINISTRATION

PURPOSE

Ensure that treatment of wastewater (sewage) is available and maintained to support the current and future needs of the city.

GOAL

Provide support to the regional wastewater treatment facility (SVWRF) to ensure; 1) that this vital function of treatment of sewerage is met; 2) that adequate capacity for the city is available; 3) and that the city's interests are represented by providing input and guidance on the governing board of the facility.

OUTCOME/MEASUREMENT

- Treatment facility to operate continuously without capacity limitations, operational disruptions, or discharge violations.
- City representative to be in attendance at all SVWRF board meetings.

**TREATMENT &
ADMINISTRATION
52515001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>OPERATING EXPENSES</u>				
4257000 INTERFUND SERVICE FEE	0	0	0	551,676
4257010 DIRECT SERVICES FEE	0	0	0	396,065
4310000 PROFESSIONAL & TECHNICAL	0	0	0	5,000
4330000 TRAINING	0	0	0	600
4491000 SEWAGE TREATMENT	0	0	0	3,400,000
4491010 TRTMT. PLANT CAPITAL CHARGE	0	0	0	283,000
TOTAL TREATMENT & ADMIN.	0	0	0	4,636,341
FUNCTIONAL SUMMARY				
OPERATING EXPENSES	0	0	0	4,636,341
TOTAL FUNCTIONAL AREAS	0	0	0	4,636,341



PUBLIC WORKS DEPARTMENT

WASTEWATER FUND

INSPECTION AND CLEANING

PURPOSE

To provide routine maintenance including cleaning and video taping of the city's sewer mains in an effort to prevent blockages.

GOALS

Clean and video the city's sewer mains in a timely manner.

OUTCOME/MEASUREMENT

- Clean 520,000 lineal feet of the city's sewer system annually.
- Video 150,000 lineal feet of the city's sewer system annually.

**WASTEWATER INSPECTION
& CLEANING
52520001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	374,500
4110001 SALARIES PART/SEASONAL	0	0	0	8,500
4110003 OVERTIME	0	0	0	38,250
4110030 SICK LEAVE BUYOUT	0	0	0	1,200
4110100 ON CALL SALARIES	0	0	0	3,723
4130110 RETIREMENT	0	0	0	78,541
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	67,015
4130130 WORKERS COMPENSATION	0	0	0	8,223
4130140 LONG-TERM DISABILITY	0	0	0	4,157
4130150 UNEMPLOYMENT	0	0	0	1,915
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	209
4215000 MEMBERSHIPS	0	0	0	513
4240000 OFFICE SUPPLIES	0	0	0	353
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	10,029
4250010 UNIFORMS	0	0	0	3,240
4255100 VEHICLE LEASE	0	0	0	16,000
4270000 UTILITIES	0	0	0	566
4280000 TELEPHONE	0	0	0	3,119
4310000 PROFESSIONAL & TECHNICAL	0	0	0	12,513
4330000 TRAINING	0	0	0	4,900
4480000 DEPT SUPPLIES	0	0	0	48,125
4612000 CLEAN UP CONTINGENCY	0	0	0	14,279
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL INSPECTION & CLEANING	0	0	0	699,870
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	586,024
OPERATING EXPENSES	0	0	0	113,846
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	699,870



PUBLIC WORKS DEPARTMENT

WASTEWATER FUND

REPAIR AND CONSTRUCTION

PURPOSE

To provide repair and replacement services for substandard sewer infrastructure.

GOALS

Provide services to repair problems associated with the sewer system in a timely manner.

OUTCOME/MEASUREMENT

- Repair 40 manholes each year to bring them up to standards.
- Repair the problems that are identified in the sewer system each year.

**WASTEWATER REPAIR &
CONSTRUCTION
52520002**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	182,261
4110003 OVERTIME	0	0	0	6,750
4110030 SICK LEAVE BUYOUT	0	0	0	600
4110100 ON CALL SALARIES	0	0	0	657
4130110 RETIREMENT	0	0	0	35,327
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	26,140
4130130 WORKERS COMPENSATION	0	0	0	3,913
4130140 LONG-TERM DISABILITY	0	0	0	2,023
4130150 UNEMPLOYMENT	0	0	0	911
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	91
4215000 MEMBERSHIPS	0	0	0	224
4240000 OFFICE SUPPLIES	0	0	0	154
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	4,381
4250010 UNIFORMS	0	0	0	1,461
4255000 FLEET LEASE	0	0	0	93,820
4280000 TELEPHONE	0	0	0	1,362
4310000 PROFESSIONAL & TECHNICAL	0	0	0	5,466
4330000 TRAINING	0	0	0	2,800
4480000 DEPT SUPPLIES	0	0	0	21,024
4612000 CLEAN UP CONTINGENCY	0	0	0	5,606
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL REPAIR & CONST.	0	0	0	394,971
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	258,582
OPERATING EXPENSES	0	0	0	136,389
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	394,971



PUBLIC WORKS DEPARTMENT

WASTEWATER FUND

SPECIAL PROJECTS

Purpose

To provide Wastewater Division services beyond the scope of routine maintenance at the direction of the City Manager.

**WASTEWATER SPECIAL
PROJECTS
52520003**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
		FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	47,272
4110030 SICK LEAVE BUYOUT	0	0	0	200
4130110 RETIREMENT	0	0	0	9,625
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	7,745
4130130 WORKERS COMPENSATION	0	0	0	1,015
4130140 LONG-TERM DISABILITY	0	0	0	525
4130150 UNEMPLOYMENT	0	0	0	236
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	25
4215000 MEMBERSHIPS	0	0	0	62
4240000 OFFICE SUPPLIES	0	0	0	43
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	1,219
4250010 UNIFORMS	0	0	0	394
4280000 TELEPHONE	0	0	0	379
4310000 PROFESSIONAL & TECHNICAL	0	0	0	1,521
4480000 DEPT SUPPLIES	0	0	0	5,851
4612000 CLEAN UP CONTINGENCY	0	0	0	1,560
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SPECIAL PROJECTS	0	0	0	77,672
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	66,618
OPERATING EXPENSES	0	0	0	11,054
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	77,672

SEWER PROJECTS**52570001**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>CAPITAL OUTLAYS</u>				
4257010 DIRECT SERVICES FEE	0	0	0	213,851
4740040 DEVELOPER REIMBURSEMENT	0	0	0	75,000
5731043 SVWRF TREATMENT PLANT	0	0	0	1,675,000
5731052 KRAFTMAID SID REIMBURSE	0	0	0	935,000
5731053 AIRPORT SEWER	0	0	0	250,000
TOTAL SEWER PROJECTS	0	0	0	3,148,851
FUNCTIONAL SUMMARY				
CAPITAL OUTLAYS	0	0	0	3,148,851
TOTAL FUNCTIONAL AREAS	0	0	0	3,148,851

CAPITAL IMPROVEMENTS

SEWER FIVE YEAR STRATEGIC PLAN

Year	Account	Description	Amended Budget	Actual year end	Carryover	Cost Dist		Growth (Actual)	Existing (Actual)
						G	X		
2007-8	Final Report								
	RESOURCES								
		Capital funding	7,051,465	3,399,294				2,557,100	713,103
		Total Revenue:	<u>7,051,465</u>	<u>3,399,294</u>				<u>2,557,100</u>	<u>713,103</u>
	PROJECTS								
	4257010	Direct service fees	129,091	129,091	0	72%	28%	92,946	36,145
	4740040	Developer reimbursements	143,250	143,250	0	100%	0%	143,250	0
	5731034	Upgrade/rehab	427,815	0	0	0%	100%	0	0
	5731037	78 S Phase 2	65,000	2,070	65,000	20%	80%	414	1,656
	5731038	78 S Phase 1	0	206,728	0	10%	90%	20,673	186,055
	5731039	78 S Phase 3	1,059,772	0	1,059,772	20%	80%	0	0
	5731040	1240 W Pump station clim	164,650	0	164,650	0%	100%	0	0
	5731043	Treatment Plant Capital	1,076,000	969,588	0	66%	34%	639,928	329,660
	5731044	90 S Extend (40-48W)	29,333	52,491	0	90%	10%	47,242	5,249
	5731045	70 S upgrade	693,351	1,459	691,892	30%	70%	438	1,021
	5731047	7800 S Airport to Grizzly	1,102,144	1,894,617	0	90%	10%	1,705,155	189,462
	5731048	7400 S 56 W extension	925,588	0	925,588	100%	0%	0	0
	5731049	7000 S 56 W extension	1,130,039	0	0	100%	0%	0	0
	5731050	Dixie Valley / Kentucky Dr	105,432	0	105,432	0%	100%	0	0
		Total Expenses;	<u>7,051,465</u>	<u>3,270,203</u>	<u>3,012,334</u>			<u>2,557,100</u>	<u>713,103</u>
Year	Account	Description	Amended Budget	Estimated year end	Estimated carryover	Cost Dist		Growth	Existing
2008-9	Preliminary Report								
	RESOURCES								
		Capital funding	4,702,429	2,728,583				1,416,429	1,312,154
		Total Revenue:	<u>4,702,429</u>	<u>2,728,583</u>				<u>1,416,429</u>	<u>1,312,154</u>
	PROJECTS								
	4257010	Direct service fee	29,215	29,215	0	72%	28%	21,035	8,180
	4740040	Developer reimbursements	272,175	10,000	0	100%	0%	10,000	0
	5731034	Upgrade/rehab	200,000	0	0	0%	100%	0	0
	5731037	78 S Phase 2	65,000	7,500	0	20%	80%	1,500	6,000
	5731039	78 S Phase 3	1,059,772	1,059,772	0	43%	57%	455,702	604,070
	5731040	1240 W Pump station clim	164,650	0	164,650	0%	100%	0	0
	5731043	Treatment Plant Capital	1,450,000	1,403,985	0	66%	34%	926,630	477,355
691892	5731045	70 S 17-22 W Upgrade	215,722	0	215,722	30%	70%	0	0
	5731047	7800 S Airport to Grizzly	0	1,736	0	90%	10%	1,562	174
	5731048	74 S 56 W Ext	925,588	0	0	100%	0%	0	0
	5731050	Dixe Dr & Kentucky Dr	105,432	1,500	103,932	0%	100%	0	1,500
	5731051	OBH 36 - 40 W	214,875	214,875	0	0%	100%	0	214,875
		Total Expenses:	<u>4,702,429</u>	<u>2,728,583</u>	<u>484,304</u>			<u>1,416,429</u>	<u>1,312,154</u>
Year	Account	Description	Budgeted resources	Budgeted Expenses		Cost Dist		Growth	Existing
2009-10	Budgeted Projects								
	RESOURCES								
		Capital funding	3,300,722					2,430,217	870,505
		Total Revenue:	<u>3,300,722</u>					<u>2,430,217</u>	<u>870,505</u>
	PROJECTS								
				<i>Carryover</i>	<i>New Budget</i>				
	4740040	Developer Reimbursements	75,000	0	75,000	100%	0%	75,000	0
	5731034	Upgrade/rehab	150,000	150,000	0	0%	100%	0	150,000
	5731043	Treatment Plant Capital	1,675,000	0	1,675,000	66%	34%	1,105,500	569,500
	5731045	70 S 17-22 W Upgrade	215,722	215,722	0	30%	70%	64,717	151,005
	TBA	Kraftmaid SID Reimb	935,000	0	935,000	100%	0%	935,000	0
	TBA	Airport Sewer	250,000	0	250,000	100%	0%	250,000	0
		Total Expenses:	<u>3,300,722</u>	<u>365,722</u>	<u>2,935,000</u>			<u>2,430,217</u>	<u>870,505</u>

Year	Account	Description	Projected Budget	Anticipated Expenses	Cost Dist		Growth	Existing
					G	X		
2010-11 Future Projects								
RESOURCES								
		Capital funding	1,800,000				1,130,500	669,500
		Total Revenue:	1,800,000				1,130,500	669,500
PROJECTS								
	4740040	Developer reimbursement		25,000	100%	0%	25,000	0
	5731034	Upgrade/rehab		100,000	0%	100%	0	100,000
	5731043	Treatment Plant Capital		1,675,000	66%	34%	1,105,500	569,500
		Total Expenses:					1,130,500	669,500
2011-12 Future Projects								
RESOURCES								
		Capital funding	3,410,000				2,740,500	669,500
		Total Revenue:	3,410,000				2,740,500	669,500
PROJECTS								
	4740040	Developer reimbursement		80,000	100%	0%	80,000	0
	5731034	Upgrade/rehab		100,000	0%	100%	0	100,000
	5731043	Treatment Plant Capital		1,675,000	66%	34%	1,105,500	569,500
	TBA	OBH Wells Park to 102 S		600,000	100%	0%	600,000	0
	TBA	Grizzly Way 78-82 S		955,000	100%	0%	955,000	0
		Total Expenses:					2,740,500	669,500
2012-13 Future Projects								
RESOURCES								
		Capital funding	2,225,000				1,205,500	1,019,500
		Total Revenue:	2,225,000				1,205,500	1,019,500
PROJECTS								
	4740040	Developer reimbursement		100,000	100%	0%	100,000	0
	5731034	Upgrade/rehab		100,000	0%	100%	0	100,000
	5731043	Treatment Plant Capital		1,675,000	66%	34%	1,105,500	569,500
	TBA	8330 S 32-27W		350,000	0%	100%	0	350,000
		Total Expenses:					1,205,500	1,019,500
2013-14 Future Projects								
RESOURCES								
		Capital funding	2,564,000				1,421,200	1,142,800
		Total Revenue:	2,564,000				1,421,200	1,142,800
PROJECTS								
	4740040	Developer reimbursement		100,000	100%	0%	100,000	0
	5731034	Upgrade / rehab		100,000	0%	100%	0	100,000
	5731043	Treatment Plant Capital		1,700,000	66%	34%	1,122,000	578,000
	TBA	OBH 48W-Wells Park		664,000	30%	70%	199,200	464,800
		Total Expenses:					1,421,200	1,142,800

Sewer: KraftMaid SID Reimbursement

Strategic plan #: SS0027
Account/project: 52-5700-5731-0xx



Location: OBH upgrades and pipe bursting from 4800 West to Bagley Road.

Description: Pipe burst existing 10 inch sewer to 15 inch size for added capacity.

Date approved: July 1, 2007

Completion target: June 30, 2008

Funding source:

Source	Amount
Sewer user charges: 2009-10 budget	\$0
Sewer impact fees: 2009-10 budget	\$935,000
Carryover: 2008-9 budget	\$0
Total funding:	\$935,000

Estimated costs:

Category	Amount
Property acquisition	\$0
Design	\$44,998
Construction	\$890,002
FF&E	\$0
Misc.	\$0
Project management	\$0
Total costs:	\$935,000

TRANSFERS OUT**52599801**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>TRANSFERS OUT</u>				
4967000 TRANS TO RISK MANAGEMENT	0	0	0	30,000
TOTAL TRANSFERS OUT	0	0	0	30,000
FUNCTIONAL SUMMARY				
TRANSFERS OUT	0	0	0	30,000
TOTAL FUNCTIONAL AREAS	0	0	0	30,000



PUBLIC WORKS DEPARTMENT

SOLID WASTE FUND

PURPOSE

The Solid Waste Fund is an Enterprise Fund, implying that (1) the activities of the solid waste fund are not funded through taxes but through direct charges for services provided; and (2) the solid waste activity is completely self-supporting. The City manages a standard three-can system. The typical setup includes one 95-gallon container each for general solid waste (trash) and green waste (grass clippings, vegetative waste, etc.) that can be composted for reuse; and a 65-gallon container for recycling (approved plastics, glass, metals and papers). The City owns and maintains the containers, and contracts for collection, recycling, and landfill. We currently contract with ACE Disposal for collection and recycling, and are a member agency of the Trans-Jordan Landfill.



PUBLIC WORKS DEPARTMENT

SOLID WASTE FUND

SOLID WASTE

PURPOSE

To provide municipal solid waste management for the following: curbside household waste and recycling collection, the dumpster program. In addition, provide services to deliver repair and maintain collection containers and provide education as it relates to solid waste.

GOALS

Deliver containers for new service in a timely manner.

OUTCOME/MEASUREMENT

Deliver containers for new service, or to replace damaged containers within 72 hours of notification on average.

**SOLID WASTE FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3443000 COLLECTION FEES	4,056,589	4,112,140	4,000,000	4,019,167
3445000 RECYCLING FEES	9,198	0	0	0
3610000 INTEREST EARNINGS	88,040	40,000	28,000	22,000
3690000 SUNDRY REVENUE	68	0	0	0
3875000 PRIOR YEARS RESERVES	0	55,009	0	0
3941000 EQUITY G/L JOINT VENTURE	320,209	0	0	0
TOTAL SOLID WASTE FUND REVENUES	4,474,104	4,207,149	4,028,000	4,041,167

SOLID WASTE**54442101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	30,050	31,095	36,000	59,545
4110001 SALARIES PART/SEASONAL	3,450	15,488	5,000	15,691
4110003 OVERTIME	941	0	0	0
4110030 SICK LEAVE BUYOUT	0	300	0	200
4130110 RETIREMENT	6,886	7,392	7,300	13,005
4130120 MEDICAL & DENTAL INSURANCE	3,215	12,473	4,000	6,875
4130130 WORKERS COMPENSATION	882	993	700	1,165
4130140 LONG-TERM DISABILITY	530	363	360	661
4130150 UNEMPLOYMENT	185	233	200	376
<u>OPERATING EXPENSES</u>				
4215000 MEMBERSHIPS	0	150	150	395
4240000 OFFICE SUPPLIES	995	2,000	2,000	2,000
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	1,000
4250010 UNIFORMS	325	900	700	900
4252000 COMPUTER	0	0	0	2,000
4255000 FLEET LEASE	52,945	33,714	33,714	23,455
4255200 GARBAGE CAN LEASE	0	158,437	158,437	0
4257000 INTERFUND SERVICE FEE	291,240	287,355	287,355	249,539
4257010 DIRECT SERVICES FEE	131,171	162,014	162,014	122,530
4280000 TELEPHONE	0	1,080	0	900
4310810 CONTRACT SERVICES	55,692	75,600	50,000	75,276
4330000 TRAINING	0	500	0	500
4480000 DEPT SUPPLIES	0	0	0	6,500
4484000 GARBAGE CANS	155,900	364,760	120,000	284,000
4485000 LANDFILL	435,901	497,774	430,000	490,000
4486000 CITY DUMPSTERS	135,648	205,450	180,000	214,761
4487000 COLLECTION CONTRACT	2,260,627	2,349,078	2,300,000	2,365,419
4740100 EQUIPMENT DEPRECIATION	162,320	0	0	0
4820000 INTEREST	7,010	0	0	0
4890000 CONTR/RET EARNINGS	0	0	0	104,474
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL SOLID WASTE	3,735,913	4,207,149	3,777,930	4,041,167
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	46,139	68,337	53,560	97,518
OPERATING EXPENSES	3,689,774	4,138,812	3,724,370	3,943,649
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	3,735,913	4,207,149	3,777,930	4,041,167



PUBLIC WORKS DEPARTMENT FLEET FUND

PURPOSE

The Fleet Fund is an internal service fund, which means that it is funded through charges to using departments within the City. Departments are charged the costs of maintaining and repairing vehicles, and pay an annual assessment toward the replacement of their vehicles at the end of the useful lives.

**FLEET FUND
REVENUES**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
3610000 INTEREST EARNINGS	339,492	195,000	110,000	60,000
3637000 VEHICLE LEASE - INTERNAL	45,000	45,000	45,000	45,000
3640000 SALE OF FIXED ASSETS	148,802	0	104,800	0
3690000 SUNDRY REVENUE	1,622	0	0	0
3825000 TRANS FROM GENERAL FUND	797,871	0	0	0
3841000 CHARGE TO UTILITY FUND	365,034	191,046	191,046	206,405
3842000 CHARGE TO GENERAL FUND	2,457,166	1,798,895	1,798,895	1,665,311
3844000 CHARGE TO SOLID WASTE FUND	52,945	33,714	33,714	23,455
3845000 CHARGE TO FLEET	7,612	0	0	0
3870100 TRANSFER FROM WATER FUND	49,685	0	0	0
3870200 TRANSFER FROM SEWER FUND	2,349	0	0	0
3875000 PRIOR YEARS RESERVES	0	2,641,134	0	1,455,272
TOTAL FLEET FUND REVENUES	4,267,578	4,904,789	2,283,455	3,455,443



PUBLIC WORKS DEPARTMENT

FLEET FUND

MAINTENANCE

PURPOSE

To provide preventative maintenance in order to reduce downtime, increase safety and longevity of the City's vehicles and equipment.

GOALS

Complete the majority of preventative maintenance jobs when they are scheduled.

OUTCOME/MEASUREMENT

Complete 95% of the monthly scheduled preventative maintenance jobs within the month they are scheduled.

**FLEET MAINTENANCE
61444101**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	336,375
4110003 OVERTIME	0	0	0	5,000
4110030 SICK LEAVE BUYOUT	0	0	0	1,300
4110100 ON CALL SALARIES	0	0	0	4,380
4130110 RETIREMENT	0	0	0	68,308
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	61,108
4130130 WORKERS COMPENSATION	0	0	0	7,147
4130140 LONG-TERM DISABILITY	0	0	0	3,734
4130150 UNEMPLOYMENT	0	0	0	1,682
<u>OPERATING EXPENSES</u>				
4210000 BOOKS & SUBSCRIPTIONS	0	0	0	600
4250000 EQUIPMENT SUPPLIES & MAINT.	0	0	0	253,000
4250010 UNIFORMS	0	0	0	2,823
4250020 TOOLS	0	0	0	1,800
4251000 FUEL	0	0	0	676,775
4257010 DIRECT SERVICES FEE	0	0	0	21,464
4280000 TELEPHONE	0	0	0	1,080
4310000 PROFESSIONAL & TECHNICAL	0	0	0	405
4310810 CONTRACT SERVICES	0	0	0	220,000
4330000 TRAINING	0	0	0	3,188
4650000 DAMAGE RESERVE	0	0	0	48,000
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FLEET	0	0	0	1,718,169
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	489,034
OPERATING EXPENSES	0	0	0	1,229,135
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	1,718,169



PUBLIC WORKS DEPARTMENT

FLEET FUND

PURCHASING & INVENTORY

PURPOSE

To provide effective inventory management for the Fleet Division while minimizing costs.

GOALS

Have the majority of required parts and material required for preventative maintenance work in the inventory.

OUTCOME/MEASUREMENT

Have 95% of all of the required material (oil, air fuel filters, etc.) required for preventative maintenance filled from stock.

**PURCHASING & INVENTORY
61444102**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	102,248
4110030 SICK LEAVE BUYOUT	0	0	0	400
4130110 RETIREMENT	0	0	0	20,099
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	23,565
4130130 WORKERS COMPENSATION	0	0	0	1,524
4130140 LONG-TERM DISABILITY	0	0	0	1,135
4130150 UNEMPLOYMENT	0	0	0	511
<u>OPERATING EXPENSES</u>				
4240000 OFFICE SUPPLIES	0	0	0	3,000
4250010 UNIFORMS	0	0	0	1,455
4280000 TELEPHONE	0	0	0	1,080
4310000 PROFESSIONAL & TECHNICAL	0	0	0	6,000
4330000 TRAINING	0	0	0	1,642
4480000 DEPT SUPPLIES	0	0	0	21,372
<u>CAPITAL OUTLAYS</u>				
4740000 EQUIPMENT	0	0	0	0
TOTAL FLEET	0	0	0	184,031
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	149,482
OPERATING EXPENSES	0	0	0	34,549
CAPITAL OUTLAYS	0	0	0	0
TOTAL FUNCTIONAL AREAS	0	0	0	184,031



PUBLIC WORKS DEPARTMENT

FLEET FUND

REPLACEMENT & SURPLUS

PURPOSE

To provide the monitoring and execution of the city's Fleet Replacement Program, including the purchasing of vehicles and equipment and the surplus of vehicles and equipment.

GOALS

Complete the purchase and surplus of vehicles and equipment in a timely manner.

OUTCOME/MEASUREMENT

Complete the purchase and surplus of vehicles and equipment within 11 months of budget approval.

**FLEET REPLACEMENT
61444201**

	ACTUAL	ADJUSTED	YEAR-END	ADOPTED
	FY 07-08	BUDGET	ESTIMATE	BUDGET
	FY 07-08	FY 08-09	FY 08-09	FY 09-10
<u>SALARIES & BENEFITS</u>				
4110000 SALARIES FULL-TIME	0	0	0	33,291
4110030 SICK LEAVE BUYOUT	0	0	0	100
4130110 RETIREMENT	0	0	0	7,262
4130120 MEDICAL & DENTAL INSURANCE	0	0	0	5,839
4130130 WORKERS COMPENSATION	0	0	0	715
4130140 LONG-TERM DISABILITY	0	0	0	370
4130150 UNEMPLOYMENT	0	0	0	166
<u>OPERATING EXPENSES</u>				
4255100 VEHICLE LEASE	0	0	0	67,500
<u>CAPITAL OUTLAYS</u>				
4740200 REPLACEMENT VEHICLES	0	0	0	938,000
TOTAL VEHICLES & DEPREC.	0	0	0	1,053,243
FUNCTIONAL SUMMARY				
SALARIES & BENEFITS	0	0	0	47,743
OPERATING EXPENSES	0	0	0	67,500
CAPITAL OUTLAYS	0	0	0	938,000
TOTAL FUNCTIONAL AREAS	0	0	0	1,053,243

**TRANSFERS OUT
61699801**

	ACTUAL FY 07-08	ADJUSTED BUDGET FY 08-09	YEAR-END ESTIMATE FY 08-09	ADOPTED BUDGET FY 09-10
<u>TRANSFERS OUT</u>				
4990000 TRANS TO GENERAL FUND	0	0	0	500,000
TOTAL TRANSFERS OUT	0	0	0	500,000
FUNCTIONAL SUMMARY				
TRANSFERS OUT	0	0	0	500,000
TOTAL FUNCTIONAL AREAS	0	0	0	500,000

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Transfer Schedules

Interfund Service Fees

Direct Service Fees

Engineering Allocation: Operations
Engineering Allocation: Capital Projects
Utility Billing Allocation
Public Works Administration Allocation

The General Fund provides a variety of services that support the activities and projects of other funds. In order to recognize the cost of those services in the appropriate fund, and to reimburse the General Fund, these schedules have been developed. The schedules demonstrate and track the methodology for cost allocation, and provide a basis for future continuity in the application of cost transfers.

Summary of Interfund Charges FY 09-10

Fund	Interfund service fees	Direct services fee	Total
Road Capital	166,076	448,883	614,959
Parks Capital	0	13,753	13,753
Storm Capital	0	180,531	180,531
Water	855,991	930,920	1,786,911
Sewer	551,676	609,916	1,161,592
Solid Waste	249,539	122,530	372,069
Fleet	0	21,464	21,464
Total:	1,823,282	2,327,997	4,151,279

Interfund Service Fee Distribution FY 09-10

Fund	FY 08-09 Fee	Adj %	FY 09-10 Fee
C Road	191,244	86.84%	166,076
Water	985,710	86.84%	855,991
Sewer	635,279	86.84%	551,676
Solid Waste	287,355	86.84%	249,539
Total Interfund Service Fee:	2,099,588		1,823,282

General Fund Allocatable Services	07-08 Base	08-09 Budget	Adjustments	% change
City Council	249,356	582,204	Less committees	
City Manager	852,038	363,386		
Human Resources	366,002	361,294		
Finance	1,060,927	904,670	Acct;budget; purch;Bus lic;25% Treas	
Information Technologies	1,409,946	1,392,890		
City Recorder	310,324	232,853		
City Attorney	1,187,013	932,623		
Non-departmental Facilities	1,010,277 994,219	833,195 857,611	Less Snnior Center	
Total allocatable:	7,440,102	6,460,726		-13.16%
Recoverable from other funds:		1,823,282		28.22%
General fund allocation:		4,637,444		71.78%

Direct Services Fee Summary FY 09-10

Charged fund	Total charges	From Eng support	From Util Billing	From PW Admin
Road Capital	448,883	448,883	0	0
Parks Capital	13,753	13,753	0	0
Storm Capital	180,531	180,531	0	0
Water	930,920	231,656	606,397	92,867
Sewer	609,916	213,851	303,198	92,867
Solid Waste	122,530	0	101,066	21,464
Fleet	21,464	0	0	21,464
Total:	2,327,997	1,088,674	1,010,661	228,662

Utility Billing Distribution FY 09-10

Utility billing Budget Total	Water Fund 60%	Sewer Fund 30%	Solid Waste Fund 10%
Utility billing pgm 768,010			
Treasury 25% 242,651			
1,010,661	606,397	303,198	101,066

PW Operations Admin Distribution FY 09-10

PW Admin Budget Total	GF Parks/Streets	Water Fund	Sewer Fund	Solid Waste Fund	Fleet Fund
General Admin 214,643	40% 85,857	20% 42,929	20% 42,929	10% 21,464	10% 21,464
Utility mgmt 99,875	0% 0	50% 49,938	50% 49,938	0% 0	0% 0
314,518	85,857	92,867	92,867	21,464	21,464

ALLOCATING ENGINEERING COSTS

Employee	Cost to be allocated	General %	General \$	Dev Rev %	Dev Rev \$	Encl. Permit %	Encl. Permit \$	Sub-total Gen Fund \$	Roads Capital %	Roads Capital \$	Parks Capital %	Parks Capital \$	Storm Capital %	Storm Capital \$	Water Fund %	Water Fund \$	Sewer Fund %	Sewer Fund \$	Total %	Total \$
Capital Projects Group																				
1 Maureen Casper	53,160	0%	0	0%	0	0%	0	0	35%	18,606	5%	2,658	20%	10,632	20%	10,632	20%	10,632	100%	53,160
2 Greg Davenport	113,502	0%	0	0%	0	0%	0	0	60%	68,101	0%	0	10%	11,350	15%	17,025	15%	17,025	100%	113,502
3 Tim Heyrend	99,194	5%	4,960	20%	19,839	0%	0	24,799	15%	14,879	0%	0	20%	19,839	20%	19,839	20%	19,839	100%	99,194
4 Wade Matthews	81,650	0%	0	0%	0	0%	0	0	40%	32,660	5%	4,083	15%	12,248	20%	16,330	20%	16,330	100%	81,650
5 David Murphy	146,948	0%	0	0%	0	0%	0	0	70%	102,864	0%	0	30%	44,084	0%	0	0%	0	100%	146,948
6 Roger Payne	147,888	0%	0	0%	0	0%	0	0	0%	0	0%	0	0%	0	55%	81,338	45%	66,550	100%	147,888
7 Jim Riding	122,758	100%	122,758	0%	0	0%	0	122,758	0%	0	0%	0	0%	0	0%	0	0%	0	100%	122,758
Development Review																				
1 Bill Baranowski	128,995	50%	64,498	30%	38,699	10%	12,900	116,096	10%	12,900	0%	0	0%	0	0%	0	0%	0	100%	128,995
2 Neil Dennison	118,537	5%	5,927	60%	71,122	5%	5,927	82,976	15%	17,781	0%	0	5%	5,927	5%	5,927	5%	5,927	100%	118,537
3 Chien Hwang	99,727	10%	9,973	90%	89,754	0%	0	99,727	0%	0	0%	0	0%	0	0%	0	0%	0	100%	99,727
4 Todd Johnson	75,488	10%	7,549	90%	67,939	0%	0	75,488	0%	0	0%	0	0%	0	0%	0	0%	0	100%	75,488
5 Brian Montgomery	90,930	5%	4,547	25%	22,733	0%	0	27,279	35%	31,826	0%	0	15%	13,640	10%	9,093	10%	9,093	100%	90,930
6 Nate Nelson	147,884	15%	22,183	80%	118,307	5%	7,394	147,884	0%	0	0%	0	0%	0	0%	0	0%	0	100%	147,884
7 Debby Nohely	45,230	10%	4,523	90%	40,707	0%	0	45,230	0%	0	0%	0	0%	0	0%	0	0%	0	100%	45,230
8 Craig Peterson	83,600	0%	0	0%	0	100%	83,600	83,600	0%	0	0%	0	0%	0	0%	0	0%	0	100%	83,600
9 Randy Timm	87,937	0%	0	60%	52,762	0%	0	52,762	25%	21,984	0%	0	5%	4,397	5%	4,397	5%	4,397	100%	87,937
Geographical Information System																				
1 Clint Hutchings	109,595	80%	87,676	0%	0	0%	0	87,676	5%	5,480	0%	0	5%	5,480	5%	5,480	5%	5,480	100%	109,595
2 Thomas Nelson	83,357	80%	66,686	0%	0	0%	0	66,686	5%	4,168	0%	0	5%	4,168	5%	4,168	5%	4,168	100%	83,357
3 Marlene Vigil	93,659	10%	9,366	0%	0	0%	0	9,366	40%	37,464	5%	4,683	15%	14,049	15%	14,049	15%	14,049	100%	93,659
4 Roger Watkins	82,800	80%	66,240	0%	0	0%	0	66,240	5%	4,140	0%	0	5%	4,140	5%	4,140	5%	4,140	100%	82,800
SUB-TOTAL: 2,012,839																				
% OF SUB-TOTAL:																				
476,883 24%																				
521,862 26%																				
109,821 5%																				
1,108,566 55%																				
372,851 19%																				
11,423 1%																				
149,953 7%																				
192,418 10%																				
177,629 9%																				
2,012,839 100%																				
Administration/Support (Allocated using Sub-Total percentages)																				
1 Wendell Rigby	187,560																			
2 Glorimar Buchei	64,156																			
3 Stephen Glain	76,430																			
4 Sandy Kuperus	82,313																			
410,461																				
TOTAL ALLOCATIONS: 2,423,300																				
574,130																				
628,281																				
132,215																				
1,334,626																				
448,883																				
13,753																				
180,531																				
231,656																				
213,851																				
36,222																				
410,461																				
2,423,300																				

SUMMARY OF APPROVED POSITIONS

Department/Office	Approved Positions	FY 07-08		FY 08-09		FY 09-10		Pay Range
		F/T	P/T	F/T	P/T	F/T	PT	
City Manager	City Manager	1	0	1	0	1	0	contract
	Asst. City Mgr/C.F.O.	1	0	1	0	0	0	90
	Mgr of Dev Assistance	1	0	1	0	0	0	75
	Events Coordinator	1	0	1	0	1	0	61
	Public Information Officer	0	1	0	1	0	1	61
	Development Coordinator	2	0	2	0	0	0	53
	Sr Executive Assistants	2	0	2	0	2	0	55
	Administrative Assistant II	1	0	0	2	0	0	41
	TOTAL	9	1	8	3	4	1	
City Recorder	City Recorder	1	0	1	0	1	0	75
	Deputy City Recorder	2	0	2	0	2	0	53
	TOTAL	3	0	3	0	3	0	
City Attorney	City Attorney	1	0	1	0	1	0	88
	Civil Litigator	1	0	1	0	1	0	81
	Deputy City Attorney	2	0	2	0	2	0	80
	Prosecutor	1	0	1	0	1	0	79
	Assistant City Prosecutor	1	0	1	0	1	0	65
	Risk Manager	1	0	1	0	1	0	66
	Real Estate Services Manager	0	0	0	0	1	0	66
	Legal Executive Assistant	1	0	1	0	1	0	55
	Sr. Legal Secretary	1	0	1	0	1	0	55
	Legal Technician	1	0	2	0	2	0	53
	Administrative Assistant II	1	0	1	0	1	0	41
	TOTAL	11	0	12	0	13	0	
City Court	Judge	1	0	1	0	1	0	JDG1
	Court Clerk Supervisor	1	0	1	0	1	0	54
	Court Clerk III	4	0	4	0	4	0	47
	Court Clerk II	2	0	2	0	2	0	43
	Court Clerk I	3	0	3	0	3	0	39
	TOTAL	11	0	11	0	11	0	
Administrative Services Department								
Finance Division	Director of Finance/Admin Svcs.	1	0	1	0	0	0	87
	Director of Administrative Svcs.	0	0	0	0	1	0	87
	Deputy Finance Director	1	0	1	0	1	0	78
	City Treasurer	1	0	1	0	1	0	74
	Budget Officer	1	0	1	0	1	0	74
	Accountant	2	0	1	0	1	0	74
	Purchasing Agent	1	0	1	0	1	0	74
	Internal Auditor	1	0	0	0	0	0	74
	Finance Technology Manager	0	0	1	0	1	0	70
	Management Analyst	1	0	1	0	0	0	61
	Customer Service Supervisor	1	0	0	0	0	0	56

SUMMARY OF APPROVED POSITIONS

Department/Office	Approved Positions	FY 07-08		FY 08-09		FY 09-10		Pay Range
		F/T	P/T	F/T	P/T	F/T	PT	
	Business License Coordinator	1	0	1	0	1	0	53
	Business License Collector	0	1	0	0	0	0	43
	Payroll Technician	1	0	0	0	0	0	53
	Accounting Technician	1	0	2	0	2	0	53
	Utilities Rep II	1	0	1	0	1	0	51
	Utilities Rep I	2	0	2	0	2	0	47
	Customer Service Rep II	2	0	4	0	4	0	47
	Lead Utility Service Tech	1	0	1	0	1	0	46
	Customer Service Rep I	2	1	0	1	0	0	43
	Administrative Assistant II	1	0	1	0	1	0	41
	Utility Service Technician	2	0	2	0	2	0	40
	Administrative Assistant I	0	1	0	1	0	1	37
	Seasonal Utility Laborer	0	1	0	1	0	1	NA
	TOTAL	24	4	22	3	21	2	
Information Technology Division	Dir of Information Technologies	1	0	1	0	0	0	87
	Chief Information Officer	0	0	0	0	1	0	87
	Sr. I.T. Systems Administrator	1	0	2	0	2	0	70
	I.T. Systems Administrator	1	0	0	0	0	0	66
	Application/Web Developer	1	0	1	0	1	0	70
	Senior PC Specialist	2	0	2	0	2	0	59
	Help Desk Technician	1	0	1	0	1	0	51
	TOTAL	7	0	7	0	7	0	
Human Resources Division	Director of Human Resources	1	0	1	0	0	0	77
	Human Resource Manager	0	0	0	0	1	0	77
	Human Resource Generalist	1	0	1	0	1	0	67
	Safety & Benefit Specialist	1	0	1	0	1	0	58
	Administrative Assistant I	0	1	0	1	0	1	37
	TOTAL	3	1	3	1	3	1	
Police	Police Chief	1	0	1	0	1	0	87
	Sr. Management Analyst	1	0	1	0	1	0	66
	Executive Assistant	1	0	1	0	1	0	53
	Administrative Assistant II	2	0	2	0	2	0	41
	Administrative Assistant I	1	0	1	0	1	0	37
	Police Captain	2	0	2	0	2	0	79
	Police Lieutenant	5	0	5	0	5	0	74
	Police Sergeant III (Master)	4	0	4	0	4	0	68
	Police Sergeant (Basic)	11	0	11	0	11	0	65
	Police Officer III	15	0	15	0	15	0	59
	Police Officer II	36	0	36	0	36	0	55
	Police Officer I	26	0	30	0	30	0	53
	Police Records Supervisor	1	0	1	0	1	0	54
	Police Records Technician III	1	1	1	1	1	1	47
	Police Records Technician II	2	0	2	0	2	0	43
	Police Records Technician I	5	3	5	3	5	3	39
	Community Services Coord.	1	0	1	0	0	0	53
	Community Service Officer	8	0	8	0	8	0	45

SUMMARY OF APPROVED POSITIONS

Department/Office	Approved Positions	FY 07-08		FY 08-09		FY 09-10		Pay Range
		F/T	P/T	F/T	P/T	F/T	PT	
	Building Security Officer	3	0	3	0	3	0	51
	Crime Prevention Specialist	2	0	2	0	2	0	51
	Victim Assistance Coord.	1	0	1	0	1	0	51
	Evidence Custodian	1	1	1	1	1	1	51
	Crime Scene Technican II	2	0	2	0	2	0	51
	Crime Scene Tech I	0	0	0	0	0	0	47
	Crime Analyst	1	0	1	0	1	0	52
	Crossing Guard Supervisor	1	0	1	0	1	0	51
	Crossing Guard	0	86	0	79	0	79	NA
	Animal Services Manager	1	0	1	0	1	0	61
	Animal Control Rec Tech II	1	0	1	0	1	0	43
	Animal Control Officer II	3	0	3	0	3	0	45
	Animal Control Officer I	1	0	1	0	1	0	41
	TOTAL	140	91	144	84	143	84	
Fire	Fire Chief	1	0	1	0	1	0	87
	Assistant Fire Chief	0	0	1	0	1	0	81
	Battalion Chief	5	0	5	0	5	0	74
	Fire Captain	15	0	15	0	15	0	65
	Paramedic	34	0	34	0	37	0	61
	Fire Engineer	12	0	12	0	12	0	57
	Firefighter	15	0	15	0	12	0	53
	Executive Assistant	1	0	1	0	1	0	53
	Administrative Assistant II	1	0	1	0	1	0	41
	Administrative Assistant I	1	0	1	0	1	0	37
	TOTAL	85	0	86	0	86	0	
Development	Director of Commity Dev.	1	0	1	0	0	0	87
	Development Director	0	0	0	0	1	0	87
	City Planner	1	0	1	0	1	0	75
	Mgr Development Assistance	0	0	0	0	0	0	75
	Econ./Dev. Assistance Mgr	0	0	0	0	1	0	75
	CDBG/Grants Acquisition Coord.	1	0	1	0	1	0	72
	Senior Planner	2	0	2	0	2	0	67
	Associate Planner	3	0	3	0	2	0	61
	Management Analyst	1	0	1	0	0	0	61
	Economic Development Analyst	0	0	0	0	1	0	61
	Development Coordinator	0	0	0	0	2	0	53
	Executive Assistant	1	0	1	0	1	0	53
	Administrative Assistant II	0	0	0	0	0	2	41
	Intern	0	1	0	1	0	0	37
	TOTAL	10	1	10	1	12	2	

SUMMARY OF APPROVED POSITIONS

Department/Office	Approved Positions	FY 07-08		FY 08-09		FY 09-10		Pay Range
		F/T	P/T	F/T	P/T	F/T	PT	
Building & Safety	Building Official	1	0	1	0	1	0	72
	Comb. Inspection Supervisor	1	0	1	0	1	0	67
	Senior Plans Examiner	1	0	1	0	1	0	67
	Plans Examiner	1	0	1	0	1	0	62
	Combination Inspector III	3	1	3	0	3	0	61
	Combination Inspector II	1	0	1	0	1	0	57
	Permit Technician	1	0	1	0	1	0	44
	Administrative Assistant II	0	2	0	2	0	2	41
	TOTAL	9	3	9	2	9	2	
Public Works Department Administration	Public Works Director	1	0	1	0	1	0	87
	Utilities Manager	1	0	1	0	0	0	72
	Public Services Manager	1	0	1	0	0	0	72
	Management Analyst	1	0	1	0	0	0	61
	Business Manager	0	0	0	0	1	0	61
	Purchasing Technician	1	0	1	0	1	0	47
	Executive Assistant	0	0	0	0	1	0	53
	Administrative Assistant III	1	0	1	0	0	0	47
	Administrative Assistant II	1	0	0	0	0	0	41
	TOTAL	7	0	6	0	4	0	
G.I.S. Technical Support	GIS Administrator	0	0	0	0	1	0	66
	GIS Specialist II	0	0	0	0	1	0	56
	Engineering Assistant	0	0	0	0	2	0	53
	TOTAL	0	0	0	0	4	0	
Development Review	Director of Engineering	1	0	1	0	0	0	87
	Engineer Mgr/ Development	1	0	1	0	0	0	77
	City Engineer	0	0	0	0	1	0	77
	Traffic Engineer	1	0	1	0	1	0	71
	Engineering Inspection Supvr	1	0	1	0	1	0	67
	GIS Administrator	1	0	1	0	0	0	66
	Civil Engineer III	0	0	3	0	1	0	65
	Civil Engineer II	4	0	0	0	0	0	65
	Civil Engineer I (EIT)	0	0	1	0	1	0	57
	Engineer Inspector I	3	0	3	0	2	0	53
	Engineer Inspector II	1	0	0	0	0	0	57
	Engineer Inspector III	0	0	1	0	1	0	61
	C.I.P. Inspector	0	1	0	1	0	0	contract
	Engineering Assistant	1	0	1	0	0	0	53
	GIS Specialist II	1	0	1	0	1	0	56
	Executive Assistant	1	0	1	0	0	0	53
Administrative Assistant II	1	0	1	0	1	0	41	
Intern	0	2	0	2	0	0	37	
	TOTAL	17	3	17	3	10	0	

SUMMARY OF APPROVED POSITIONS

Department/Office	Approved Positions	FY 07-08		FY 08-09		FY 09-10		Pay Range
		F/T	P/T	F/T	P/T	F/T	PT	
Capital Projects	Engineer Mgr/ Capital Proj.	1	0	1	0	1	0	77
	Engineer Mgr/ Utilities	1	0	1	0	1	0	77
	Civil Engineer III	0	0	1	0	2	0	65
	Civil Engineer II	1	0	0	0	0	0	65
	Real Property Agent	1	0	1	0	0	0	66
	Contract Administrator	0	1	0	1	0	1	58
	Engineering Inspector I	0	0	0	0	1	0	53
	Engineering Assistant	1	0	1	0	0	0	53
	Intern	0	1	0	1	0	0	37
	TOTAL	5	2	5	2	5	1	
Facilities	CIP/Facilities Project Manager	0	0	0	0	1	0	72
	Facilities Maint. Supervisor	1	0	1	0	1	0	59
	Senior Facilities Maintenance Technician	1	0	1	0	1	0	53
	Facilities Maint. Technician I	1	0	1	0	1	0	41
	Facilities Maint. Technician III	1	0	1	0	1	0	49
	Facilities Custodian	2	0	2	0	3	0	33
	TOTAL	6	0	6	0	8	0	
Public Works Operations & Admin.	Deputy Director of Operations	0	0	0	0	1	0	81
	Administrative Assistant III	0	0	0	0	1	0	47
	TOTAL	0	0	0	0	2	0	
Public Works Utilities Division	Utilities Manager	0	0	0	0	1	0	72
	Wastewater Sys Superint	1	0	1	0	1	0	68
	Water Sys Superintendent	1	0	1	0	1	0	68
	Water Operations Crew Supv	1	0	1	0	1	0	63
	Water Const. Crew Supvr	1	0	1	0	1	0	61
	Scada Technician	1	0	1	0	1	0	59
	Water System Operator IV	5	0	7	0	6	0	57
	Water System Operator III	2	0	1	0	2	0	53
	Water System Operator II	0	0	1	0	1	0	47
	Water System Operator I	1	0	1	0	2	0	45
	Bluestake Technician	1	0	1	0	0	0	45
	Water Const. Tech III	1	0	2	0	1	0	52
	Water Const. Tech II	1	0	0	0	1	0	46
	Wastewater Operations Crew Supervisor	1	0	1	0	1	0	63
	Wastewater Const. Crew Supervisor	1	0	1	0	1	0	61
	Wastewater System Opr IV	2	0	2	0	2	0	57
	Wastewater System Opr III	3	0	2	0	2	0	53
	Wastewater Const. Tech III	2	0	2	0	2	0	52
	Wastewater System Operator II	0	0	1	0	1	0	47
	Wastewater System Opr I	3	0	1	0	1	0	45
Seasonal Laborer	0	1	0	1	0	1	NA	
	TOTAL	28	1	28	1	29	1	

SUMMARY OF APPROVED POSITIONS

Department/Office	Approved Positions	FY 07-08		FY 08-09		FY 09-10		Pay Range
		F/T	P/T	F/T	P/T	F/T	PT	
Public Works Storm Drain	Wastewater System Operator I	1	0	1	0	1	0	45
	Wastewater System Operator IV	1	0	1	0	1	0	57
	TOTAL	2	0	2	0	2	0	
Public Works Public Services Div.	Urban Forester	1	0	1	0	1	0	61
	Parks Superintendent	0	0	1	0	1	0	68
	Parks Supervisor	1	0	0	0	0	0	63
	Park Maintenance Crew Supervisor	4	0	4	0	4	0	53
	Parks Irrigation Specialist	2	0	2	0	2	0	45
	Park Maintenance Worker II	5	0	5	0	1	0	41
	Parks Maintenance Worker I	4	0	4	0	8	0	37
	Lead Seasonal Laborer	0	3	0	3	0	3	NA
	Seasonal Laborer	0	25	0	25	0	25	NA
	Cemetery Sexton	1	0	1	0	1	0	53
	Street Superintendent	1	0	1	0	1	0	68
	Street Maintenance Crew Supervisor	3	0	3	0	3	0	58
	Heavy Equipment Operator	2	0	2	0	2	0	53
	Equipment Operator	0	0	1	0	1	0	49
	Sweeper Operator	2	0	2	0	2	0	49
	Street Maintenance Worker III	7	0	7	0	7	0	49
	Street Maintenance Worker II	2	0	1	0	1	0	45
	Street Maintenance Worker I	6	0	6	0	5	0	41
	Traffic Sign Technician	1	0	1	0	1	0	49
	Street Maintenance Worker I	0	2	0	2	0	2	41
	Sr. Citizen Van Driver 1	0	1	0	1	0	0	20
TOTAL	42	31	42	31	41	30		
Public Works Solid Waste	Street Maintenance Worker I	1	0	1	1	1	1	41
	TOTAL	1	0	1	1	1	1	
Public Works Fleet Maintenance	Fleet Maintenance Supervisor	1	0	1	0	1	0	63
	Inventory Control Coordinator	1	0	1	0	1	0	59
	Fleet Mechanic III	4	0	4	0	3	0	55
	Fleet Mechanic II	0	0	1	0	2	0	51
	Fleet Service Technician	1	0	1	0	1	0	41
	Administrative Assistant II	0	0	1	0	1	0	41
	Facilities Custodian	1	0	1	0	0	0	33
TOTAL	8	0	10	0	9	0		
TOTAL AUTHORIZED POSITIONS:		428	138	432	132	427	125	

BUDGET PROCESS OVERVIEW

Legal Requirements

Budgetary procedures for the City have been established by Utah State Statute. In accordance with state law, all appropriations lapse at the end of the budget year. However, unexpended capital projects may be reappropriated. Following are the legal procedures followed by the City:

- (1) On or before the first regularly scheduled meeting of the City Council in May, the City Manager submits a proposed operating budget for all Governmental Funds and an operating and capital budget for all Proprietary Funds for the subsequent fiscal year.
- (2) A public hearing is held to receive input on all aspects of the tentative budget. The hearing is preceded by a notice in the local newspaper. The notice must be given at least seven days before the hearing and includes the time, date and place of the hearing. All budget documents are required to be available for public inspection ten days prior to the public hearing.
- (3) On or before June 30, a final balanced budget must be adopted for the subsequent fiscal year beginning July 1. If a tax increase is proposed, a hearing must be held on or before August 10. At this time the final balanced budget is adopted.
- (4) The City Manager, acting as the Budget Officer, has the authority to transfer budget appropriations between individual line items within any department of any budgetary fund.
- (5) The City Council, by resolution, has the authority to transfer budget appropriations between budgetary funds or between the individual departments of any budgetary fund.
- (6) A public hearing must be held to increase the total appropriations of any Governmental Fund. However, after the original public hearing, operating and capital budgets of Proprietary Funds may be increased by resolution without an additional hearing.
- (7) The appropriate director or department head is the authorized officer charged with the responsibility of staying within the department budget and authorizing no expenditures in excess of said budget as required by the Utah Fiscal Procedures Act.

- (8) Monthly financial reports are prepared by the Director of Finance for the City Manager. The reports are also presented to the City Council. These reports contain a budgetary statement showing a comparison of budget to actual for all budgetary funds of the City.
- (9) Utah State law prohibits the appropriation of unrestricted General Fund balance until it exceeds 5% of the sum of General Fund revenues. Until unreserved fund balance is greater than the above amount, it cannot be appropriated, but is used to provide working capital until tax revenue is received, meet emergency expenditures, and cover unanticipated deficits. When unreserved fund balance is greater than 18% of the sum of expected General Fund revenues, the excess must be appropriated within the following two years.

Basis of Budgeting

The basis of budgeting applied to each fund budget is, in general, the same as the basis of accounting applied to the related fund's financial statements. Governmental Fund types (General Fund, Capital Projects Funds, and Special Revenue Funds) use the modified accrual basis of accounting and Proprietary Fund types (Enterprise Funds and Internal Service Funds) use the accrual basis of accounting. For the Proprietary Fund types, the basis of budgeting differs from the basis of accounting in that capital expenditures are treated the same as in the Governmental Fund types.

BUDGET PROCESS AND CALENDAR FISCAL YEAR 2009-2010

January 15 - 16	City Council and Staff Strategic Planning Session.
February 27	Department heads report FY 2008-2009 year-end estimates to the Budget Officer.
March 9	Department heads present FY 2009-2010 revenue budget proposals to the Budget Officer.
March 23	Department heads present FY 2009-2010 expenditure budget proposals, including narratives and work plans, to the Budget Officer.
April 22	City Manager delivers the City Manager's FY 2009-2010 Proposed Budget to the City Council.
May 12	City Council reviews the City Manager's Proposed Budget and adopts the Tentative Budget.
May 19	City Council reviews the Tentative Budget: Budget Workshop
May 26	City Council reviews the Tentative Budget (if needed).
June 9	City Council holds a public hearing on the Tentative Budget.
June 9	City Council has final discussions on budget issues, adopts the Final Budget, and sets the property tax rate.
September 22	City Manager presents the Budget Document to the City Council.

Budget Preparation Policy

- (a) On or before February 1st of each year the city manager shall meet with the City Council and review the city's strategic plan, budget goals and policies.
- (b) The following policies shall be in effect in preparing the city manager's proposed budget and in administering the finally adopted budget thereafter:
 - 1. The burden of financing city government should, with reasonable deviations, be financed in accordance with the basic principle of "benefits received."
 - 2. As a general principle, the broad group of basic services rendered to the general public, such as police and fire protection, streets and parks, should be financed from revenues imposed on the broad general public, as through property taxes and sales taxes, franchise taxes or other broad-based taxes. The cost of increased demand on these services due to new development should be financed through the collection of development impact fees.
 - 3. Special services rendered to special groups of citizens (whether individual or business groups) should be financed by special fees or assessments. Examples are: a) special improvements to private property, paid for by abutting property owners; b) regulatory license fees and permits imposed on individual businesses; c) planning and permit fees imposed for planning and zoning services rendered for the benefit of real estate developers and individual home builders.
 - 4. The city should seek to maintain stable tax rates for taxes imposed on the broad general public. As a general rule, growth or decline in population and new businesses should produce revenue increases or decreases approximately equal to the changing cost of existing services. As a guiding principle, therefore, the rate of property taxes or sales taxes or franchise taxes should not be increased or decreased unless inflation or deflation has clearly changed operation costs faster than the natural changes in the tax base or changed levels of services are commenced.
 - 5. The city will estimate its annual revenues in all budgeted funds by an objective, analytical process; conservative estimates will be utilized.
 - 6. The city will maintain a forward moving projection of revenues for a three-year period in its principal operating funds. Each existing and potential revenue source will be reexamined annually and may be adjusted based on current experience concurrent with midyear budget adjustments.
 - 7. The city will utilize one-time or special-purpose revenues (such as program grants) for capital expenditures or for specific expenditures required by the terms of the grant, and not to subsidize recurring personnel and operation and maintenance cost, except where application of these added capital projects would result in increased operating costs.
 - 8. Special fees, assessments, or user-type charges imposed to assist in financing activities in the city's general fund, which benefit special segments of the broad general public, shall be established at a level closely related to the cost of providing the relevant services.

9. Each year the city shall recalculate the full costs of activities supported by special fees or charges to identify the impact of inflation/deflation and other cost modifiers; such fees or charges will be adjusted to compensate for related cost changes.
10. The city shall actively seek all available grant and supplementary funding for operating or capital purposes in any fund.
11. A minimum 5% fund balance for restricted use, as required by law, with a desired target minimum of 10%, and a maximum of 18%, shall be permitted to accumulate in the city's general fund for the following purposes: To provide sufficient working capital; serve as a cushion or reserve if ever needed to absorb emergencies, such as a fire, flood, or earthquake; or to cover any unanticipated deficit, resulting from a shortfall in actual revenues in a given budget year. Emergency spending shall comply with ordinance and policies adopted by the City Council.
12. Each department expenditure budget shall be prepared on the basis of true economic need and without regard for providing contingency within each department. Estimating budget expenditures shall be conservative and tight.
13. In case budget estimates prove high or low, future adjustments will be made without prejudice.
14. Each tentative budget may contain a general contingency in the City Council account. In administering the general contingency, the city manager may distribute up to 50% of the total amount budgeted for general contingency using his best professional judgment, without the consent of the City Council. He shall make at least a quarterly report to the City Council of contingency distributions. Any single distribution of the general contingency in excess of \$10,000.00 shall have the consent of the council prior to the distribution. The second 50% of the general contingency, or any portion thereof, shall be distributed only with the consent of the City Council.
15. Unless otherwise directed by the City Council in the pre-February 1st planning meeting, the city manager's proposed budget shall be prepared to continue providing the same level of service as was provided in the previous budget year.
16. The priorities of the strategic plan shall be provided for, as far as resources will allow.
17. Any proposals for increasing the full-time staff will be specifically called out in both the proposed department budget and in the budget message.
18. The city manager's proposed budget shall comply with the present pay policy of the city and the city manager shall submit to the City Council the amounts of funding which will be allocated for market adjustments, reclassifications, and cost of living adjustments within the amount designated for employee compensation adjustments.
19. Proposals for capital projects shall comply with the adopted Capital Projects Plan. Funds allocated for capital projects which are not disbursed during a fiscal year, because the capital project is incomplete, shall be reserved for the same capital project in the budget of the following fiscal year.

20. Class C road moneys shall be budgeted exclusively for major maintenance, overlays, new construction of roads and items directly related to the same.
 21. The fee rates of the enterprise funds shall be examined each year to ensure that revenues reasonably relate to necessary expenditures.
 22. The city manager shall endeavor to place an amount of sales tax, at least equal to 25% of all general fund property taxes assessed, exclusively for the purpose of funding capital projects not already funded from other allocable fees and taxes.
- (c) On or before the first regularly scheduled meeting of the City Council in May of each year, the city manager shall prepare for the ensuing year, on forms acceptable to the state auditor, and file with the City Council, the city manager's proposed budget for each fund for which a budget is required. The city manager's proposed budget of each fund shall set forth in tabular form:
- 1) Actual revenues and expenditures in the last completed fiscal year;
 - 2) Budget amounts for the current fiscal year;
 - 3) Actual revenues and expenditures for a period of five to nine months, as appropriate, of the current fiscal year.
 - 4) Estimated total revenue and expenditures to complete the current fiscal year;
 - 5) The estimates of revenues and expenditure for the next upcoming year, computed in the following manner:
 - i. The city manager shall estimate, on the basis of demonstrated need, the expenditures for the budget year after a review of the budget requests and estimates of the department heads. Each department head shall be heard by the city manager prior to making of his final estimates, but thereafter he may revise any department's estimate, as he deems advisable for the purpose of presenting the budget to the City Council.
 - ii. The city manager shall estimate the amount of revenue available to serve the needs of each fund, estimate the portion to be derived from each revenue source. Should such total revenue show a surplus to the projected expenditures, the city manager shall provide recommendations to deal with that excess, to include options for reduction of property and franchise tax and potential impact of each recommendation.
- (d) Each city manager's proposed budget, when filed with the City Council, shall contain the estimates of expenditures submitted by department heads, together with specific work programs and such other supporting data as state statute or the City Council may request. The City Manager may submit a supplementary estimate of all capital projects which each department head believes should be undertaken within the next three succeeding years.
- (e) Each city manager's proposed budget, submitted to the City Council shall be accompanied by a budget message, which shall explain the budget, contain an outline of the proposed financial policies of the city for the budget year, and shall describe in connection therewith the important features of the budgetary plan. It shall set forth the reasons for salient changes from the previous year in appropriation and revenue items and shall explain any major changes in financial policy
- (f) The city manager shall require all expenditures by any department to conform with the departmental budget.
- (g) To implement the system of budget control, including use of the encumbrance system, the city manager shall keep separate accounts for the items of appropriation contained in the

budget of each applicable fund, each of which shall show the amount of the appropriation, the recorded expenditures, the unexpended balance, the recorded encumbrances, and the unencumbered and no expenditure shall be made against any departmental appropriation unless there is sufficient encumbered balance in the department's appropriation, except in cases of emergency as provided in this chapter. [A10-6-111, UC]

Section 2-7-203 Adoptions of tentative budget, preparation of final budget and public hearings.

- (a) After each city manager's proposed budget has been submitted to the City Council, it shall be reviewed, considered or amended, and adopted as the City Council's tentative budget. This may take place in any regular meeting or special meeting called for that purpose. Prior to its adoption, it may be amended or revised in such manner as is deemed advisable by the City Council prior to public hearings.
- (b) No appropriation required for debt retirement and interest or otherwise required by law or ordinance may be reduced below the minimum so required.
- (c) At the meeting at which each tentative budget is adopted, the City Council shall establish the time and place of a public hearing to consider its adoption as a final budget and shall order that notice be published at least seven days prior to the hearing in at least one issue of a newspaper of general circulation published in the county. If there is no such newspaper, the notice required by this section may be posted in three public places within the city.
- (d) Each tentative budget adopted by the City Council and all supporting schedules and data shall be a public record in the office of the city clerk and shall be available for public inspection at least 10 days prior to the adoption of a final budget.
- (e) At the time and place advertised, or at any time and place to which the public hearing may be adjourned, the City Council shall hold a public hearing on the budgets tentatively adopted. All interested persons in attendance shall be given an opportunity to be heard, for or against, the estimates of revenue and expenditures or any item thereof in the tentative budget of any fund.

City of West Jordan Community Profile

West Jordan was founded by Mormon settlers around 1849. Since the City lies on the western banks of the Jordan River, the City was named West Jordan. Up until about 1973, West Jordan remained a largely rural area.

Since then, population growth has been extraordinary, beginning in the 1970s and continuing unabated since. The population grew from 4,221 in 1970 to 27,327 in 1980. In 1990 it reached 42,892 and in 2000 it was 68,336, a 59% increase. Today West Jordan is Utah's fourth largest city, with a population of over 103,000 residents.

The city occupies the southwest end of the Salt Lake Valley, which is surrounded by the Oquirrh and Wasatch mountains. It shares borders with Taylorsville, Kearns, South Jordan, Sandy, Murray, Midvale, Copperton, and West Valley City. West Jordan is fortunate to have a large share of vacant land left for future growth within Salt Lake County.

Demographics

West Jordan Residents

Population.....	103,740
Median Age.....	28.1 years
Population Under 18 Years.....	36.6%
Population Over 65 Years.....	5.4%
Median Family Income.....	\$76,711

Miscellaneous Statistics

City Government

Year of Incorporation	1941
Date Present Form of Government Adopted	May 26, 1981
Form of Government.....	Council/City Manager

Education

Number of Elementary Schools	16
Number of Middle Schools.....	4
Number of High Schools.....	2
Number of Special Schools	1
Number of Charter Schools	2

Culture and Recreation

Acres of Parks and Trails.....	448
Number of Baseball/Softball Fields.....	26
Number of Soccer Fields	24

Principal Employers

	<u>Employees</u>
Jordan School District.....	2,575
Jordan Valley Medical Center	667
Utah Army National Guard	777
Walmart	581
Fairchild Semiconductor	575
City of West Jordan	566
Sysco Intermountain Food Services.....	463

BUDGET GLOSSARY

The Annual Budget contains specialized and technical terminology that may be unique to public finance and budgeting. To assist in understanding these terms, a budget glossary has been included.

Accountability Center: A comprehensive grouping of responsibility for each Department, including both operations and any support or custodial funds assigned to that Department.

Appropriation: An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Employee Benefits: Payments made on behalf of employees for such items as retirement and health insurance.

Budget: Financial plan for a specified period of time (typically a “fiscal” year running from July 1st of one year through June 30th of the next) that matches all planned revenues and expenditures for various municipal services.

Budget Calendar: The schedule of key dates or milestones which the City departments follow in the preparation, adoption, and administration of the budget.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.

Capital Projects and Funds: Capital projects involve the construction of infrastructure and facilities that are typically high cost and long term. The Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of the major capital facilities of the City other than those financed by the proprietary funds.

Capital Outlay: Capital Outlay is the portion of the annual operating budget that appropriates funds for the purchase of capital equipment items such as; machinery, automobiles, heavy equipment and special tools. These items are usually distinguished from operating items according to their value and projected useful life.

Capital Strategic Plan: A system of identifying future infrastructure needs, assigning priorities, and planning resources to complete capital projects.

Certified Tax Rate: The rate of tax to be levied and collected upon the assessed valuation of all property.

Charges and Services: Expenditures for such items as utility costs and contractual agreements.

CIP: Abbreviation for Capital Improvements Project. Projects are described in the Capital Strategic Plan.

Contingency: Funds budgeted for unknown or unexpected expenditures during the budget year.

Custodial Fund: A fund administered by the City for a legally separate taxing entity such as a special improvement district or a redevelopment project area.

Debt Service: The City’s obligation to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

Department: A major administrative division of the City which indicates overall management responsibility for an operation or group of related programs within a functional area.

Disbursement: Payment for goods and services in cash or by check.

Encumbrance: The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund: Governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. Enterprise funds in the City of West Jordan are established for services such as water, sewer, and solid waste.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by Council.

Expenditure: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.

Expenses: Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.

Fiscal Year: The 12-month period designated by the State Code signifying the beginning and ending period for recording financial transactions.

Fiscal Sustainability: The ability of the city to create and maintain service levels by the long range balancing and management of resources and costs.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used such as land, buildings, machinery, furniture and other equipment.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions.

Fund Balance: Fund balance is the excess of assets over liabilities.

General Fund: The General Fund is the primary operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. Administrative services rendered to other funds are charged to such funds and are shown as charges for services.

Governmental Fund Type: This type of fund is used to account for activities usually associated with a typical state or local government's operations. The measurement of activity is on current financial resources for sources and uses of funds.

Grant: A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

Interfund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenue: Revenue received from another government for a specified purpose.

Internal Service Fund: Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

Levy: To impose taxes, special assessments, or service charges for the support of City activities.

(Budget Glossary Continued)

Line-Item Budget: Budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately along with the dollar amount budgeted for each specified category.

Maintenance Level Budget: Funds budgeted to maintain services and programs at present levels.

Municipal Building Authority: The Municipal Building Authority (MBA) is a separate legal entity and is reported as a Capital Projects Fund. The MBA was established to finance and construct municipal buildings that are then leased to the City. The City Council serves as the board of trustees for the MBA and therefore the MBA is reported as if it were part of the primary government.

Non-Departmental: Expenditures items in the General Fund that are not related to a specific department.

Operating and Maintenance Supplies: Expenditures for goods and services used in day-to-day operations such as office supplies.

Operating Budget: The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

Operating Expense: Expenditures incurred in day-to-day operations including operating and maintenance supplies, travel and education, charges and services, data processing and other operating expense.

Operations Strategic Plan: A fiscally balanced assignment and long-range plan of resources to accomplish operational (as opposed to capital) goals of the city.

Program: Activities, operations or organizational units directed to attaining specific purposes or objectives. At the program level, work plans are developed, resources are allocated, and performance measurements defined and reported.

Program Budget: A budget that focuses on discrete, complementary work units rather than larger organizational units or object classes of expenditure in order to facilitate cost analysis, accountability, and decision making.

Property Tax: Taxes levied on real and personal property according to the property's assessed value.

Salary Range: The lower and upper limits of salary for each authorized employment position ranked according to difficulty of services performed. Advancement within a range occurs at periodic intervals (usually annual) based on merit.

Redevelopment Agency: The Redevelopment Agency was legally created as authorized by the Utah Neighborhood Development Act. The City Council is designated by ordinance as the governing body of the Agency. Therefore, the Agency is part of the reporting entity and is reported as a Special Revenue Fund.

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

Revenue: Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Risk Management: An organized approach to identifying, reducing, funding, and transferring risk and liability.

Salaries: Payments made to employees for services rendered.

Source of Revenue: Revenues are classified according to their source or point of origin.

Step: Within a salary range, the level of pay earned by an employee.

Support Funds: Funds created to support operational funds. May include purposes such as debt service, future asset replacement, contingency reserves, etc.

Tax Increment: The difference between the amount of property tax revenue generated from the current assessed value of property within a redevelopment area, economic development area, or community development area from the amount of tax revenue generated from the assessed value of property in the year the redevelopment area, economic development area, or community development area was created.

Tax Increment Financing (TIF): The use of tax increment monies to fund infrastructure or other improvements in redevelopment areas, economic development areas, or community development areas.

Transfers to Other Funds: Move money to another fund in order to assist that fund in meeting operational or special project costs.

Transparency: Gathering, organizing, reporting, and creating open access to data and information that is critical to the understanding, evaluation, and decision making for the internal organization and external parties, particularly the citizen community.

Unencumbered Balance: Amount of an appropriation that is neither expended or encumbered.