



CITY OF OREM
**ADOPTED
BUDGET**
FISCAL YEAR 2019 -2020

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

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EXHIBIT

“A”

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**BUDGET
MESSAGE**

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**CITY OF OREM
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August 28, 2019

To the City of Orem Mayor, City Council, and Citizens:

It is a pleasure to present the Fiscal Year (FY) 2019-2020 Adopted Budget to you. The State of Utah has established a two-step budget adoption process. Step one is the adoption of a Tentative Budget which was completed by the City Council at the May 14, 2019, regularly scheduled Council Meeting. The second step is to hold a public hearing for the purpose of adopting the final FY 2019-2020 budget. However, since the FY 2019-2020 Tentative Budget proposed a property tax increase, the second step was preceded by a Truth-in-Taxation public hearing held on August 20, 2019. The final FY 2019-2020 budget was then completed and adopted on August 27, 2019, at a regularly scheduled Council Meeting. The following is an overview of the adopted budget. Additional information about this document is available from Brandon C. Nelson, CPA, Finance Director, who has oversight for the preparation of this document.

The budget is the financial plan for the 2019-2020 fiscal year (July 1, 2019 to June 30, 2020). It represents the financial guidance necessary to prudently implement the goals and plans of the Mayor and City Council. The budget is built with a conservative “mind-set” of underestimating revenues and overestimating expenses. All revenue collections and expenditures are monitored throughout the year by management and administrative controls. Safeguards have been developed to monitor, authorize, and analyze expenditures. These processes and safeguards allow staff the ability to amend the budget quickly, thereby minimizing the impact of any unanticipated changes in the economy.

BUDGET GUIDING PRINCIPLES

The Mayor and City Council has directed staff to prepare budgets consistent with the following guiding principles:

- City Council - Incorporate policies and vision of the Mayor and City Council.
- Self-Sustaining - Enterprise funds should be self-sustaining.
- One-Time Money - One-time revenues used for one-time expenses.
- Ongoing Money - Use sustainable, ongoing revenue sources to pay for ongoing expenses.

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- Asset Management - Develop capital facility master plans for buildings, utilities, and other significant city infrastructure. Master plans should include strategic operations, maintenance, and replacement guidelines with supporting financial plans. Financial plans should justify rate structures that support the implementation of a master plan. Adopt rate structures that support the implementation of a master plan for a five-year period and redevelop plans every five years.
- Compensation - Develop and follow a market-driven compensation plan that will entice and retain good, quality employees.
- Vehicle replacement - Fund an annual vehicle replacement plan that prioritizes the replacement of qualified vehicles.
- Revenue Sources - Evaluate the health of revenue sources on a regular basis. The General Fund should be supported by diverse, stable revenue sources that do not collectively cause dramatic fluctuations over time.
- Reserves - Develop and maintain healthy enterprise fund reserves to sustain impacts of emergencies. Manage the General Fund reserves consistent with State law.
- Planning - Plan ahead with the big picture in mind. Provide a means for employees across department lines to consult with each other during planning processes. Seek community input through a variety of means (for example, citizen survey).
- Debt - Debt will only be issued for projects that cannot be reasonably afforded through a pay-as-you-go savings plan. For example, a pay-as-you-go scenario may be rejected if to do so would require cutting services or increasing service fees higher than practical.

MAYOR & CITY COUNCIL “AREAS OF FOCUS”

The Mayor and City Council govern within the City’s budget guiding principles as well as particular “Areas of Focus.” The current Council’s “Areas of Focus” were modified in advance of the FY 2019-2020 budget to include the following:

- Housing Affordability
- Transportation Management
- Long-term Revenue Sustainability
- Orem/Utah Valley University (UVU) Joint Master-Planning

ECONOMIC OVERVIEW

A sustainable budget provides for operations, human resources, and capital investment sufficient to meet the service-delivery needs and expectations of the residents of Orem on an ongoing basis. This effort requires a stable mixed revenue stream that can weather the inevitable fluctuations of the economy without causing dramatic swings in service levels.

At the time this FY 2019-2020 Adopted Budget was completed, the local economy remains strong and continues to grow. At the same time, the rate of growth is expected to be more modest than recent years.

	Change from February 2018
Employment Growth	2.9%
Unemployment Rate	3.0%
Wasatch Front CPI	3.9%

Source: Zions Bank Economic Snapshot, April 2019

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PROPERTY TAX INCREASE

The City has not increased the certified property tax rate since 1978. Due to rapid population and retail growth outside of the City, sales tax growth, though consistent, is slower than in years past. Meanwhile, the demand for City services continues to grow, especially in law enforcement.

To keep up with the increasing demand and to maintain a sustainable revenue source to fund law enforcement, the Mayor and City Council discussed increasing property taxes to fund additional police officers. As such, included in this year's adopted budget is a property tax increase in the General Fund to be used to hire four additional patrol officers.

The State of Utah has outlined in State Code the process of raising a community's property tax rate through a process known as Truth-in-Taxation. This process was followed by the City and as such, a required public hearing was held on August 20, 2019, for the purpose of hearing the public's comments on the matter.

REVENUE HIGHLIGHTS

A few specific service fee increases were approved to bring various services more in line with their delivery costs. Each increase is highlighted in the Fees and Charges section of this document (see Exhibit "B").

In the General Fund, sales tax revenues for FY 2018-2019 are expected to reach \$22.8 million. For FY 2019-2020, sales taxes are anticipated to be \$23.5 million representing a 2.7% increase. This increase is based on the strength of the local economy.

Building fees are deliberately understated in the General Fund. These fees represent one-time revenues and in accordance with the City's budget guiding principles, excess revenues will be transferred to the Capital Improvement Projects Fund to be used for one-time projects.

Utility fund revenues also increased based on the continued funding of the respective utility master plans adopted in Fiscal Year 2015-2016. The Mayor and City Council's funding philosophy is reflected in the rate structure which is to pay cash for capital improvements and system replacement instead of issuing additional debt. These master plan updates address the needs of these utility systems for the coming 20-25 years. By maintaining this course, the utility systems will continue to be financially self-sustaining and the residents of the City will continue to enjoy high-quality infrastructure at affordable rates.

The following table outlines the rate changes for a ¾" meter for each water tier in this FY 2019-2020 Adopted Budget document:

Water Tier	Current Rate	Adopted Rate
1	\$0.88 / 1,000 gallons	\$0.98 / 1,000 gallons
2	\$1.10 / 1,000 gallons	\$1.22 / 1,000 gallons
3	\$1.31 / 1,000 gallons	\$1.45 / 1,000 gallons
4	\$1.75 / 1,000 gallons	\$1.94 / 1,000 gallons

The wastewater (sewer) base rate is to be changed from \$10.72 to \$12.33 per month for the first living unit. The volume charge rate is to be increased to \$2.53 per 1,000 gallons from the current \$2.18 per 1,000 gallons.

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Storm water equivalent service unit (ESU) fees are to be increased to \$7.35 per ESU per month from the current \$7.10 per ESU per month.

Finally, residential solid waste (garbage) rates are to be increased commensurate with cost of service increases from the City's private solid waste hauler, Waste Management, Inc., as well as a higher processing standard for recycled materials. The increases are as follows:

Can Type	Current Rate	Adopted Rate
First Can	\$11.15 / month	\$11.50 / month
Second Can	\$10.15 / month	\$10.50 / month
Recycling	\$3.25 / month	\$3.60 / month
Green Waste	\$6.00 / month	\$6.20 / month
Combined First Can & Recycling Can (Mandatory for New Accounts)	\$14.40 / month	\$15.10 / month

EXPENDITURE HIGHLIGHTS

Operations

The operational portion of the budget remains relatively stable from year-to-year. Some ongoing operational changes occur as technology changes or modifications in service levels take place.

The following table highlights the operational changes included in this year's budget:

Item	Explanation	Ongoing Expense
Employee Transit Pass (UTA)	Promote transit use to improve air quality and reduce traffic congestion.	\$ 12,000
CAFR & Budget Reporting Software	Reduce time necessary to prepare annual financial report and budgets. Also increases publishing capabilities.	\$ 15,000
Indigent Defense	Provide adequate indigent defense funds.	\$ 35,000
Online Plans Submission Software	Provides portal to submit development plans, review plans simultaneously with other departments, & do revisions online.	\$ 15,000
Wood Staining & Landscape Materials	Ongoing maintenance for wood structures at Nielsen's Grove and Mt. Timpanogos parks. Also, landscape bark and rock wall maintenance.	\$ 45,000
Network Upgrades	Provides additional funding for various network needs.	\$ 10,000

The following table highlights the operational one-time changes included in this year's budget:

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Item	Explanation	One-Time Expense
Digital Fingerprint Reader	Replaces existing reader with faster model which reduces the amount of time necessary to process fingerprints.	\$ 31,043
Phone Trunk Line	Main line needs to be moved as part of the Library Hall construction.	\$ 26,000
Data Controller	Update existing controller due to obsolescence of existing one.	\$ 6,500
Cardiac Monitors - Fire	Provides funds to purchase all new monitors so all units are operational and are the same type.	\$ 70,000
Shelf-ready Books	To add this service from book publishers so books received are ready to be placed on the shelf rather than waiting for staff to get them ready.	\$ 20,000
Corrosion Study	The Reach II line will be evaluated.	\$ 30,000

Personnel

To keep the compensation program of the City aligned with the marketplace, a one percent (1%) market increase will be provided to all benefitted employees as well as an additional three percent (3%) merit increase as part of the City's performance/outcome-based compensation program. The intent of the merit program is to reward personnel for strong work performance and to cultivate an organizational culture that expects and delivers excellence.

In an effort to meet increasing service demands, the following full-time benefitted personnel additions have been included in this budget:

Position	Explanation
Patrol Officers (4)	These four positions are tied to the proposed property tax increase.
Police Officer - Mental Health	Additional officer to complete the unit dedicated to assisting those with mental health needs.
Crime Analyst / Body Camera Specialist	Analyzes body and car camera data as well as responding to footage requests (i.e. redacting, blurring, etc.).
Building Facilities Division Manager	Brings all facilities maintenance functions under one division manager for greater flexibility and operational savings.
Public Works Technician - Parks	Provides additional staffing for needs in parkway maintenance.
Public Works Crew Leader	Provides additional staffing for needs in storm water maintenance.

The following non-benefitted personnel additions have also been included in this budget:

Position	Explanation
Custodian - Flex	Striving to find the right number of employees needed to clean City buildings in the time available.
Development Services Intern	Perform various studies and plan scanning.
Public Works - Traffic - Flex	Assist traffic crew with signage and striping.

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Adjustments in assignments or reclassifications are recommended for a few incumbent employees. Generally these adjustments in assignments recognize the evolving needs of the City and provide for more efficient and effective operations:

Position	Explanation
311 Communications Agent	Increase the hours of this existing position from 3/4 time to full-time. Fills in existing coverage gaps.
Deputy Director of Development Services	Promote an existing employee to provide greater managerial depth and training.
Deputy Director of Public Works	Promote an existing employee to provide greater managerial depth and training.

Capital

Fleet

Included in this budget is the City's fleet replacement program which totals \$3,035,300 City-wide. Beyond the regular vehicles replaced annually, this budget includes the expenditure of funds which have been saved over multiple years to purchase a new fire ladder truck, a new fire brush truck, and a street sweeper.

Infrastructure & Other Capital Items

A key element of the Mayor and City Council's stewardship is the maintenance of infrastructure – streets, parks, utilities, etc. The funding for the capital program is generated through General Fund reserves and the ongoing revenues for the Enterprise Funds. The General Fund portion of the capital program is adopted through a budget amendment that usually takes place in June. The Enterprise Fund portion of the capital program is proposed as part of this budget document.

A complete review of the City's capital program can be found in this budget document in the Capital Summary section (page 199) which outlines anticipated capital expenditures for Fiscal Years 2020-2024.

SUMMARY

Through adherence to sound financial principles and due to the efforts of the City's dedicated workforce, I believe the City of Orem is still poised for a bright future as one of the state's premiere communities.

Additional information is available in this Fiscal Year 2019-2020 Adopted Budget document. Please feel free to call me or Brandon Nelson (Finance Director), if you have any questions.

Respectfully Submitted,

James P. Davidson
City Manager

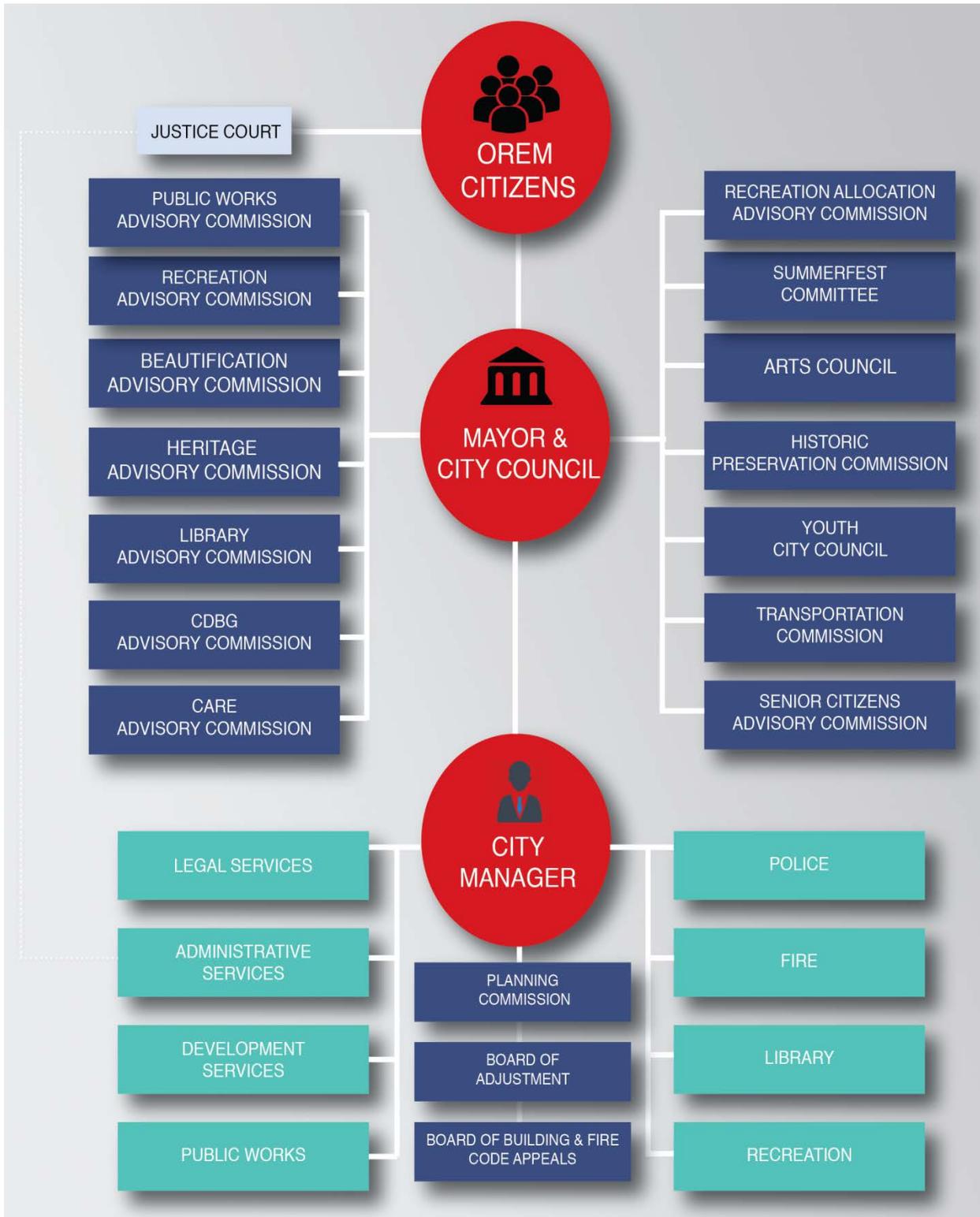
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OVERVIEW

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**CITY OF OREM
REVENUES SUMMARY
FY 2019-2020**

FUND	REVENUES	INTERFUND TRANSFERS IN	APPROPRIATION OF SURPLUS	TOTAL REVENUES & SURPLUS
General	\$ 52,666,403	\$ 6,856,881	\$ 583,000	\$ 60,106,284
Road	3,265,000	-	307,350	3,572,350
CARE Tax	2,300,000	-	-	2,300,000
Telecommunications Billing	55,000	-	-	55,000
Transportation Sales Tax	2,250,000	-	-	2,250,000
Debt Service	1,603,276	4,188,351	-	5,791,627
Impact Fee Funds	535,000	-	-	535,000
CIP Fund	275,000	-	-	275,000
Water	19,383,035	1,072,705	625,000	21,080,740
Water Reclamation	11,997,694	16,000	-	12,013,694
Storm Water	4,853,195	141,000	538,000	5,532,195
Recreation	695,300	987,000	-	1,682,300
Solid Waste	4,025,000	-	-	4,025,000
Fleet Maintenance	-	830,000	-	830,000
Purchasing & Warehousing	-	395,000	-	395,000
Self-Insurance	-	2,117,000	-	2,117,000
Information Technology	8,200	2,430,000	-	2,438,200
Friends of the Orem Public Library	7,500	2,000	-	9,500
Orem Foundation Trust	22,000	-	-	22,000
Community & Neighborhood Services	946,120	-	-	946,120
Senior Citizens	49,500	-	-	49,500
TOTALS	\$ 104,937,223	\$ 19,035,937	\$ 2,053,350	\$ 126,026,510

Most of the City's funds are supported by taxes such as sales tax or property tax in the General Fund or utility charges such as water sales in the Water Fund. However, certain funds such as the Debt Service, Fleet Maintenance, Self-Insurance, and Information Technology funds receive all or a majority of their operating revenues through transfers from other funds. For the current fiscal year, the city-wide operating revenues total \$126,026,510 but only \$104,937,223 represents collections of new revenues.

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**CITY OF OREM
ESTIMATE OF FUND BALANCES
AVAILABLE FOR APPROPRIATION**

FUND	ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2019	FISCAL YEAR 2019-2020 APPROPRIATION OF SURPLUS	ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2020	OPERATIONAL GOAL **
General	\$ 13,250,000	\$ (583,000)	\$ 12,667,000	\$ 8,920,680
Road	307,350	(307,350)	-	-
CARE Tax	-	-	-	-
Telecommunications Billing	-	-	-	-
Transportation Sales Tax	-	-	-	-
Debt Service	-	-	-	-
Impact Fee Funds	-	-	-	-
CIP Fund	-	-	-	-
Water	8,000,000	(625,000)	7,375,000	4,300,000
Water Reclamation	4,000,000	-	4,000,000	2,600,000
Storm Water	2,600,000	(538,000)	2,062,000	880,000
Recreation	350,000	-	350,000	300,000
Solid Waste	980,000	-	980,000	100,000
Fleet Maintenance	225,000	-	225,000	50,000
Purchasing & Warehousing	250,000	-	250,000	25,000
Self-Insurance	1,250,000	-	1,250,000	1,000,000
Information Technology	350,000	-	350,000	200,000
Friends of the Orem Public Library	-	-	-	-
Orem Foundation Trust	-	-	-	-
Community & Neighborhood Services	-	-	-	-
Senior Citizens	-	-	-	-
TOTALS	\$ 31,562,350	\$ (2,053,350)	\$ 29,509,000	\$ 18,375,680

* Estimated fund balance excludes any funds identified as nonspendable, restricted, committed, or assigned.

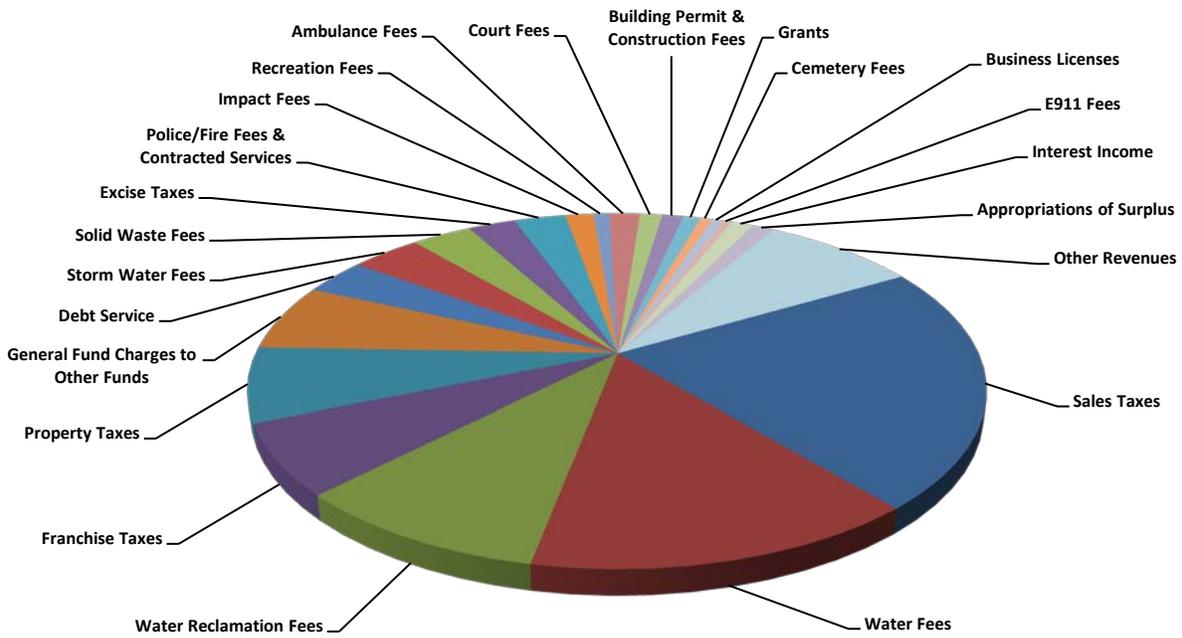
** General Fund operational goal is based on 15% of net budgeted revenues or the actual balance of the reserve, whichever is lower. The operational goal for all other funds is based upon need.

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CITY-WIDE MAJOR REVENUE SOURCES

REVENUE DESCRIPTION	AMOUNT	PERCENT
Sales Taxes (includes CARE & Transportation)	\$ 27,976,000	22.20%
Water Fees	17,893,850	14.20%
Water Reclamation Fees	11,817,694	9.38%
Franchise Taxes	8,035,000	6.38%
Property Taxes	8,506,969	6.75%
General Fund Charges to Other Funds	7,686,017	6.10%
Storm Water Fees	4,680,500	3.71%
Debt Service	4,213,426	3.34%
Solid Waste Fees	4,009,300	3.18%
Police/Fire Fees & Contracted Services	3,465,040	2.75%
Excise Taxes	3,200,000	2.54%
Ambulance Fees	2,060,500	1.63%
Impact Fees	1,905,000	1.51%
Court Fees	1,508,500	1.20%
Building Permit & Construction Fees	1,429,000	1.13%
Grants	1,177,620	0.93%
Recreation Fees	1,061,325	0.84%
Cemetery Fees	805,000	0.64%
Business Licenses	715,000	0.57%
E911 Fees	630,000	0.50%
Interest Income	1,463,000	1.16%
Appropriations of Surplus	1,470,350	1.17%
Other Revenues	10,317,419	8.19%
TOTAL	\$ 126,026,510	100.00%

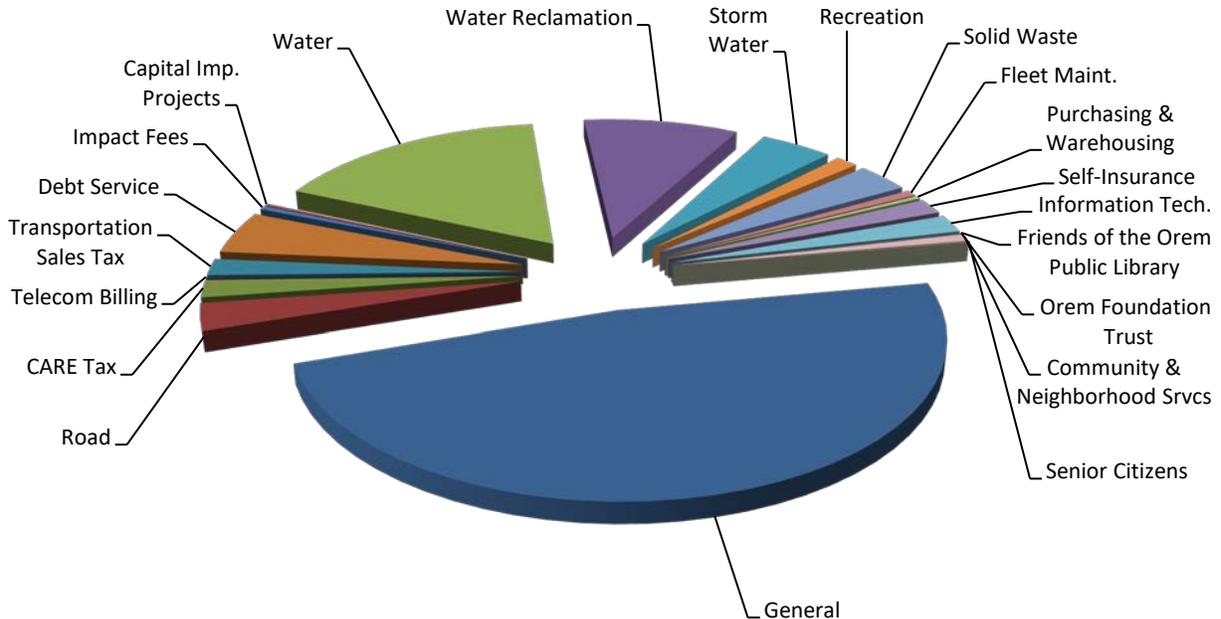


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CITY-WIDE EXPENDITURES BY FUND

FUND	PERSONNEL	OPERATIONS	CAPITAL	TOTAL	PERCENT
General	\$ 38,459,442	\$ 19,662,599	\$ 1,984,243	\$ 60,106,284	47.7%
Road	25,094	956,877	2,590,379	3,572,350	2.8%
CARE Tax	-	1,167,512	1,132,488	2,300,000	1.8%
Telecommunications Billing	-	55,000	-	55,000	0.0%
Transportation Sales Tax	15,986	25,814	2,208,200	2,250,000	1.8%
Debt Service	-	5,791,627	-	5,791,627	4.6%
Impact Fee Funds	-	-	535,000	535,000	0.4%
Capital Improvement Projects	-	43,615	231,385	275,000	0.2%
Water	2,667,921	10,869,778	7,543,041	21,080,740	16.7%
Water Reclamation	2,425,045	4,529,610	5,059,039	12,013,694	9.5%
Storm Water	1,048,406	2,058,697	2,425,092	5,532,195	4.4%
Recreation	1,180,417	501,883	-	1,682,300	1.3%
Solid Waste	-	3,938,671	86,329	4,025,000	3.2%
Fleet Maintenance	512,506	317,494	-	830,000	0.7%
Purchasing & Warehousing	277,505	117,495	-	395,000	0.3%
Self-Insurance	111,214	2,005,786	-	2,117,000	1.7%
Information Technology	1,407,907	931,293	99,000	2,438,200	1.9%
Friends of the Orem Public Library	-	9,500	-	9,500	0.0%
Orem Foundation Trust	-	22,000	-	22,000	0.0%
Community & Neighborhood Services	103,056	488,064	355,000	946,120	0.8%
Senior Citizens	-	49,500	-	49,500	0.0%
CITY TOTALS	\$ 48,234,499	\$ 53,542,815	\$ 24,249,196	\$126,026,510	100.0%
CITY PERCENT	38.3%	42.5%	19.2%	100.0%	



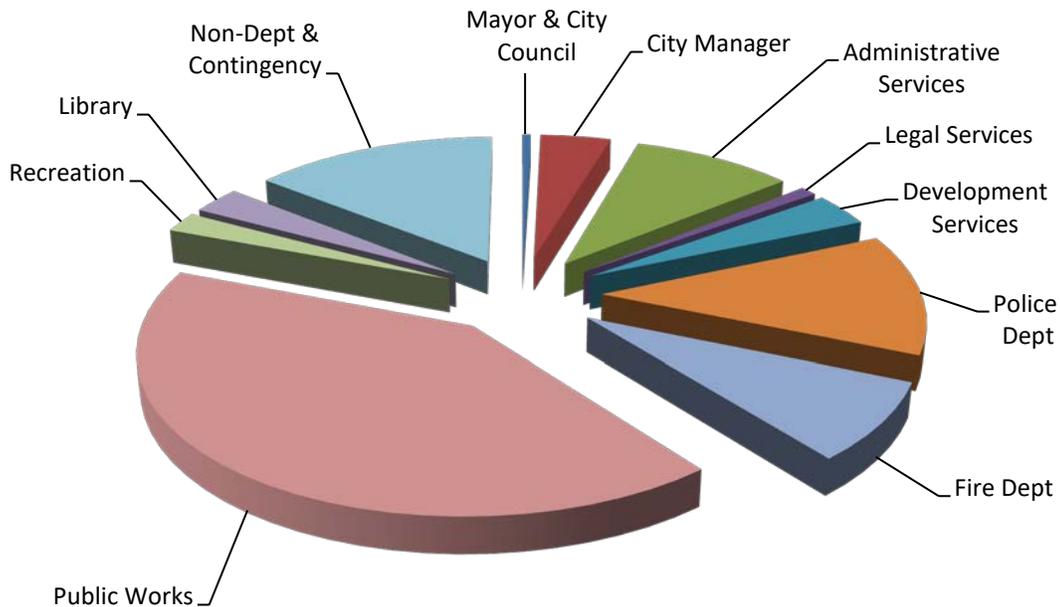
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CITY-WIDE EXPENDITURES BY DEPARTMENT

<u>DEPARTMENT</u>	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>	<u>PERCENT</u>
Mayor and City Council	\$ 332,255	\$ 276,150	\$ -	\$ 608,405	0.5%
City Manager	2,858,634	1,909,857	454,000	5,222,491	4.1%
Administrative Services	2,819,410	9,111,208	41,043	11,971,661	9.5%
Legal Services	1,166,014	72,200	-	1,238,214	1.0%
Development Services	3,350,240	1,021,286	42,000	4,413,526	3.5%
Police Department	13,523,487	2,136,521	245,000	15,905,008	12.6%
Fire Department	8,098,545	1,787,487	237,000	10,123,032	8.0%
Public Works	10,925,212	20,455,047	20,800,336	52,180,595	41.4%
Recreation	1,911,287	762,866	-	2,674,153	2.1%
Library	2,933,153	650,605	15,000	3,598,758	2.9%
Non-Departmental *	316,262	15,359,588	2,414,817	18,090,667	14.4%
CITY TOTALS	\$ 48,234,499	\$ 53,542,815	\$ 24,249,196	\$ 126,026,510	100.0%
CITY PERCENTS	38.3%	42.5%	19.2%	100.0%	

* Expenditures of the CARE Tax Fund (\$2,300,000) & Solid Waste Fund (\$4,025,000) are included within the Non-Departmental expenditures since there is no specific department related to their operations.



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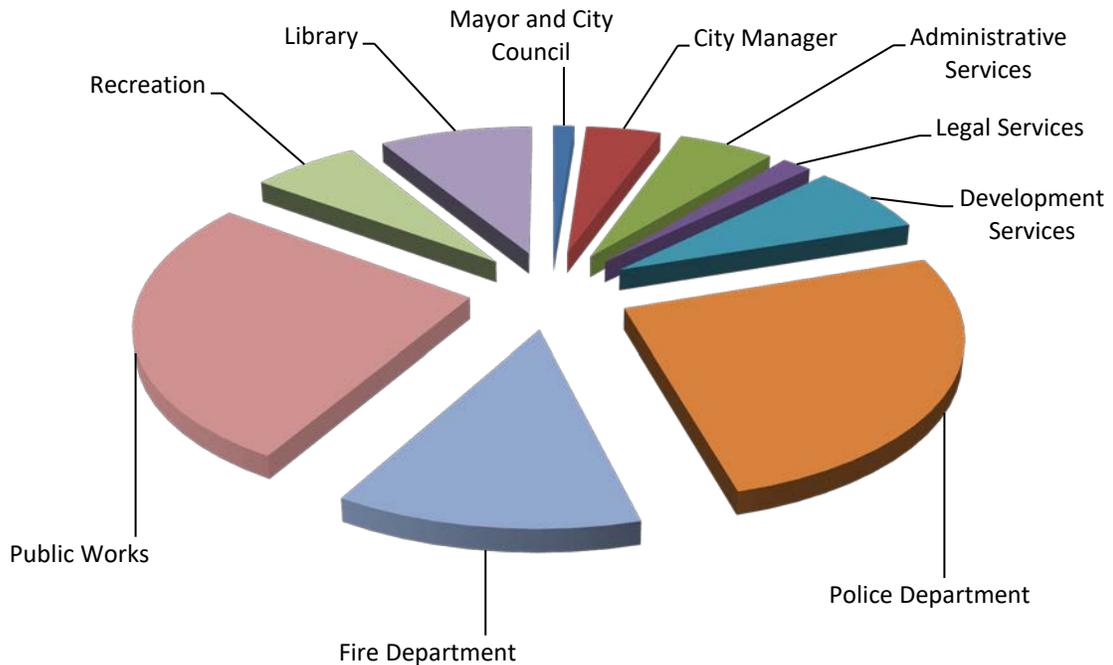
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CITY-WIDE STAFFING LIST BY DEPARTMENT

DEPARTMENT	FULL-TIME	PART-TIME	PART-TIME NON-BENEFITTED (FTE*)	TOTAL	PERCENT
Mayor and City Council **	-	7	-	7	1.2%
City Manager	23	-	2	25	4.3%
Administrative Services	29	1	2	32	5.5%
Legal Services	9	-	1	10	1.7%
Development Services	28	1	12	41	7.1%
Police Department	130	2	18	150	26.0%
Fire Department	71	-	1	72	12.5%
Public Works	113	-	40	153	26.5%
Recreation	11	-	25	36	6.2%
Library	24	8	19	51	8.8%
CITY TOTALS	438	19	120	577	100.0%
CITY PERCENTS	75.9%	3.3%	20.8%	100.0%	

* FTE (full-time equivalent) is a measurement of how many part-time, non-benefitted employees are required to equal one staff person working a full-time work schedule for one year.

** The Mayor and City Council members are included as part-time employees for informational purposes only.



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UTILITY AND TAX RATE COMPARISON

The following two pages contain a series of comparisons between the City of Orem and other Utah County cities and cities similar to the City throughout the state.

The purpose of these comparisons is to show how the City ranks against other cities for utility rates and tax levies. Although many cities calculate their utility fees and charges differently than the City of Orem, we have endeavored, as much as possible, to make a reasonable comparison.

For example, to compare water and sewer rates we have calculated the comparison using the water and sewer usage of an average City of Orem residential customer. The average City resident has a ¾ inch water meter, uses 28,000 gallons of water per month, and has an average sewer consumption of 9,000 gallons per month.

We calculated property tax levies based on the average City of Orem home value assessments. The average home value assessment is \$320,000.

The numbers used to generate the figures for other cities were derived from contacting the cities in the survey or by accessing information from the appropriate web sites.

The City of Orem amounts/rates INCLUDE any approved fee or tax increases while the amounts/rates listed for other cities are shown at what they currently charge.

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UTILITY FEES AND TAX RATE COMPARISONS – SELECTED UTAH CITIES

AVERAGE MONTHLY UTILITY FEES

<u>WATER *</u>		<u>SEWER **</u>		<u>STORM WATER</u>	
West Jordan	\$106.77	American Fork	\$48.15	Pleasant Grove	\$13.10
American Fork ¹	\$97.47	Pleasant Grove	\$45.96	Spanish Fork	\$9.82
South Jordan ¹	\$90.31	Payson	\$44.16	Provo	\$9.20
Sandy	\$79.93	Lindon	\$42.57	Lindon	\$8.92
Ogden ¹	\$79.38	Lehi	\$37.00	Ogden	\$7.85
Pleasant Grove ¹	\$77.23	OREM	\$35.10	OREM	\$7.35
AVERAGE CITY	\$67.76	West Jordan	\$35.03	South Jordan	\$7.15
West Valley	\$67.24	AVERAGE CITY	\$34.00	AVERAGE CITY	\$7.15
Lindon ¹	\$63.63	Springville	\$32.76	Layton	\$6.60
Spanish Fork ¹	\$54.32	Spanish Fork	\$31.89	Payson	\$6.07
Payson ¹	\$53.28	Ogden	\$31.49	American Fork	\$6.00
Provo	\$52.93	Provo	\$30.36	Sandy	\$6.00
OREM	\$51.72	Layton	\$29.45	Springville	\$5.66
Lehi ¹	\$50.46	South Jordan	\$25.00	West Jordan	\$5.58
Layton	\$49.69	West Valley	\$21.50	West Valley	\$5.00
Springville	\$42.05	Sandy	\$19.56	Lehi	\$3.00

AVERAGE MONTHLY UTILITY FEES/AVERAGE TAX RATES

<u>GARBAGE</u>		<u>PROPERTY TAX</u>		<u>FRANCHISE TAX ***</u>	
Ogden	\$20.22	West Valley	0.003706	American Fork	6.00%
West Jordan	\$16.04	Ogden	0.003103	Layton	6.00%
Provo	\$15.50	West Jordan	0.002166	Lehi	6.00%
Sandy	\$14.45	American Fork	0.002077	Lindon	6.00%
West Valley	\$13.00	Springville	0.001914	Ogden	6.00%
Springville	\$12.90	Provo	0.001888	OREM	6.00%
AVERAGE CITY	\$12.60	Pleasant Grove	0.001884	Payson	6.00%
Spanish Fork	\$11.66	South Jordan	0.001880	Pleasant Grove	6.00%
Payson	\$11.54	AVERAGE CITY	0.001872	Provo	6.00%
OREM ²	\$11.50	Lehi	0.001678	Sandy	6.00%
Layton	\$11.05	Layton	0.001521	South Jordan	6.00%
Pleasant Grove	\$11.00	Payson	0.001486	Spanish Fork	6.00%
Lehi	\$10.50	Lindon	0.001392	Springville	6.00%
American Fork	\$10.00	OREM	0.001281	West Jordan	6.00%
Lindon	\$10.00	Sandy	0.001144	West Valley	6.00%
South Jordan	\$9.70	Spanish Fork	0.000955	AVERAGE CITY	6.00%

* Based on the City of Orem average residential use of 28,000 gallons per month with a 3/4 inch meter. For cities charging varying summer and winter rates, a distribution of 19,000 gallons in the summer and 9,000 gallons in the winter was used.

** Based on the City of Orem average residential use of 9,000 gallons per month.

*** The cable television franchise tax rate is set at 5% by Federal Statute and the Utah Municipal Telecommunications License Tax is set at 3.5% by State Statute. Neither rate is included in this comparison table since tax laws render them meaningless.

¹ This city has pressurized irrigation (secondary) watering for all or a majority of its residents. For these cities, a mix of 12,000 gallons of culinary water to 16,000 gallons of secondary water was utilized. If charged by lot size, an average lot size of 0.33 acres was used.

² The City of Orem includes two free transfer station passes.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ESTIMATED FEE & TAX IMPACT ON AVERAGE HOME

CITY	AVERAGE WATER	AVERAGE SEWER	AVERAGE STORM WATER	AVERAGE GARBAGE	TOTAL UTILITIES	AVG. HOME PROPERTY TAX PER MO. *	TOTAL TAX & FEE PER MO. AVERAGE
West Jordan	\$106.77	\$35.03	\$5.58	\$16.04	\$163.42	\$31.77	\$195.19
American Fork ¹	\$97.47	\$48.15	\$6.00	\$10.00	\$161.62	\$30.46	\$192.08
Ogden ¹	\$79.38	\$31.49	\$7.85	\$20.22	\$138.94	\$45.51	\$184.45
Pleasant Grove ¹	\$77.23	\$45.96	\$13.10	\$11.00	\$147.29	\$27.63	\$174.92
West Valley	\$67.24	\$21.50	\$5.00	\$13.00	\$106.74	\$54.35	\$161.09
South Jordan ¹	\$90.31	\$25.00	\$7.15	\$9.70	\$132.16	\$27.57	\$159.73
Lindon ¹	\$69.05	\$34.32	\$7.19	\$12.72	\$123.28	\$27.82	\$151.10
AVERAGE CITY	\$67.76	\$34.00	\$7.15	\$12.60	\$121.51	\$27.45	\$148.96
Payson ¹	\$53.28	\$44.16	\$6.07	\$11.54	\$115.05	\$21.79	\$136.84
Sandy	\$79.93	\$19.56	\$6.00	\$14.45	\$119.94	\$16.78	\$136.72
Provo	\$52.93	\$30.36	\$9.20	\$15.50	\$107.99	\$27.69	\$135.68
Lehi ¹	\$50.46	\$37.00	\$3.00	\$10.50	\$100.96	\$24.61	\$125.57
OREM ²	\$51.72	\$35.10	\$7.35	\$11.50	\$105.67	\$18.79	\$124.46
Spanish Fork ¹	\$54.32	\$31.89	\$9.82	\$11.66	\$107.69	\$14.01	\$121.70
Springville	\$42.05	\$32.76	\$5.66	\$12.90	\$93.37	\$28.07	\$121.44
Layton	\$49.69	\$29.45	\$6.60	\$11.05	\$96.79	\$22.31	\$119.10

* Assumes \$320,000 home taxed at 55.0% of market value.

¹ These cities have a separate outside watering system (pressurized irrigation) for some or most of its residents.

² The City of Orem includes two free transfer station passes.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**CITY OF OREM
STATEMENT OF INDEBTEDNESS**

<u>TYPE & NAME OF INDEBTEDNESS</u>	<u>INTEREST RATES</u>	<u>FISCAL YEAR OF COMPLETION</u>	<u>TOTAL AMOUNT ISSUED</u>	<u>EXPECTED PRINCIPAL BALANCE JUNE 30, 2019</u>	<u>FISCAL YEAR 2019-2020 PAYMENTS</u>
<u>General Obligation Bonds</u>					
General Obligation Refunding Bonds, Series 2014	0.25% to 3.0%	2024-2025	\$ 9,645,000	\$ 6,060,000	\$ 1,097,175
General Obligation Bonds, Series 2019	3.625% to 5.0%	2047-2048	24,500,000	24,500,000	480,526
			34,145,000	30,560,000	1,577,701
<u>Revenue Bonds</u>					
Water Revenue Bonds, Series 2005B	1.48%	2025-2026	3,000,000	1,151,000	174,035
Sewer Revenue (Taxable) Bonds, Series 2010	0.00%	2031-2032	11,889,000	7,731,000	594,000
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	130,000	25,075
Water & Storm Sewer Rev Refunding Bonds, Series 2013	2.18%	2025-2026	12,801,000	8,829,000	1,381,370
Water & Storm Sewer Rev Refunding Bonds, Series 2016	2.00% to 4.50%	2028-2029	4,380,000	4,380,000	270,550
Sales Tax Revenue Refunding Bonds, Series 2017	1.94%	2022-2023	2,898,000	1,208,000	375,435
			36,883,000	23,429,000	2,820,465
<u>Lease / Purchase Obligations</u>					
Energy Improvements Lease - City Facilities - 2016	2.06%	2030-2031	6,739,000	5,895,000	552,353
Server Acquisition Lease/Purchase - Model 914 - 2018	2.57% to 4.92%	2021-2022	71,031	55,640	16,461
			6,810,031	5,950,640	568,814
<u>Other</u>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	58,216	33,615
Section 108 Housing & Urban Development Loan - 2006	Variable	2025-2026	1,320,000	610,000	106,174
			1,711,000	668,216	139,789
Grant Total - All Indebtedness			\$ 79,549,031	\$ 60,607,856	\$ 5,106,769

TYPE & NAME OF INDEBTEDNESS

PURPOSE OF INDEBTEDNESS

General Obligation Bonds

General Obligation Refunding Bonds, Series 2014
General Obligation Bonds, Series 2019

Refunded 2005 & 2006 General Obligation Road Construction Bonds.
Construction of Library Hall and Reconstruction of Fitness Center

Revenue Bonds

Water Revenue Bonds, Series 2005B
Sewer Revenue (Taxable) Bonds, Series 2010
Northgate Special Improvement District, Series 2010
Water & Storm Sewer Rev Refunding Bonds, Series 2013
Water & Storm Sewer Rev Refunding Bonds, Series 2016
Sales Tax Revenue Refunding Bonds, Series 2017

Water line projects.
Treatment plant expansion.
Infrastructure construction in a special improvement district.
Partially refunded the 2005A Water & Storm Sewer Revenue Bonds.
Partially refunded the 2008 Water & Storm Sewer Revenue Bonds.
Refunded the 2007 Sales Tax Revenue Refunding Bonds.

Lease / Purchase Obligations

Energy Improvements Lease - City Facilities - 2016
Server Acquisition Lease/Purchase - Model 914 - 2018

Energy improvements for street lighting system and various city facilities.
Purchase of new server.

Other

Parks and Open Space Land Purchase Note - 2000
Section 108 Housing & Urban Development Loan - 2006

Recreation property purchase.
Economic development.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**GENERAL
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

GENERAL FUND

OVERVIEW

The General Fund is the major operating fund of the City. The fund supports administrative, finance, police, fire, library, commercial and residential development, traffic control, parks, cemetery, recreation programs, and legal activities of the City. It also partially supports street maintenance and construction.

General Fund activities are primarily supported by tax, fee, and fine revenues. Tax revenues include sales, property, and franchise taxes. Fees include charges for services such as building permits and inspections, business licenses, cemetery interment and lot sales, justice court fees, fire inspection, 911 services, and ambulance services. Fines include justice court fines, library fines, false alarms, parking tickets, and nuisance abatement.

GENERAL FUND REVENUES

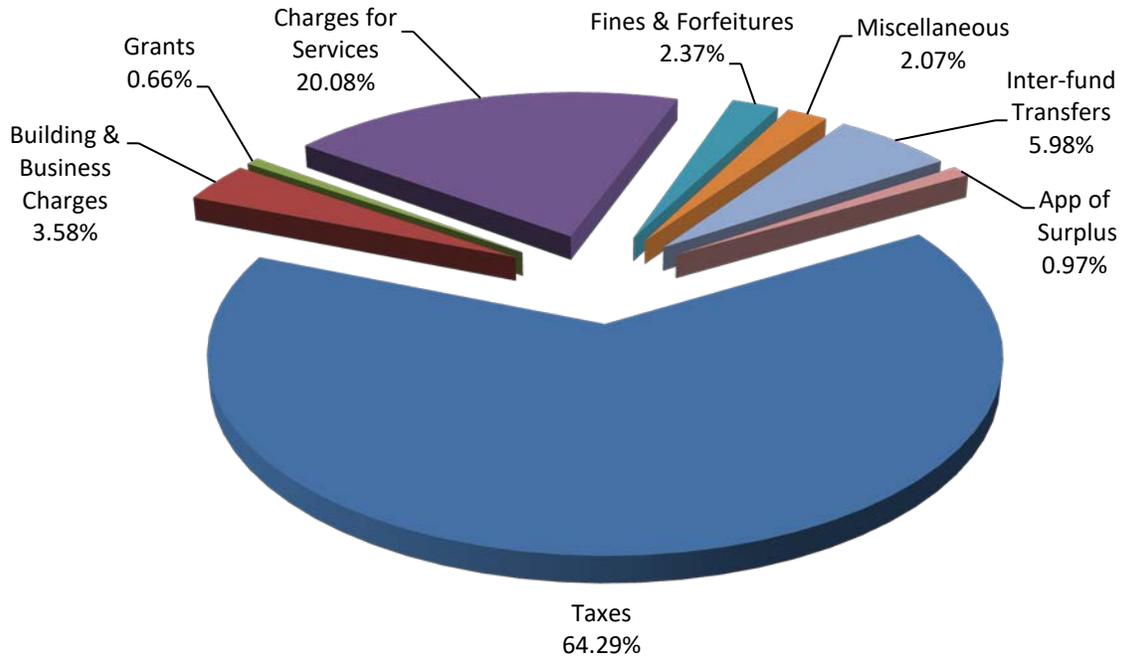
Total General Fund revenues consist primarily of taxes (64%). The percentage of total revenues related to taxes consists of sales taxes (39%), franchise taxes (13%), property taxes (11.5%), and transient room taxes (0.5%). Charges for services are also a significant source of city revenues. General Fund revenues are divided into eight operating types:

<u>Primary Revenue Description</u>	<u>Amount</u>	<u>Percent of Total Revenues</u>
Taxes	\$ 38,644,768	64.29%
Building and Business Services Charges	2,144,000	3.57%
Federal, State and Other Grants	398,500	0.66%
Charges for Services - Administrative, Recreation, Public Safety, Court, and Cemetery Services	12,072,236	20.08%
Fines and Forfeitures	1,426,300	2.37%
Miscellaneous (Interest, Library Charges, Asset Sales, Facility Rentals, etc.)	1,243,902	2.07%
Inter-fund Transfers	3,593,578	5.98%
Appropriations of Surplus	583,000	0.97%
Total	\$ 60,106,284	100.00%

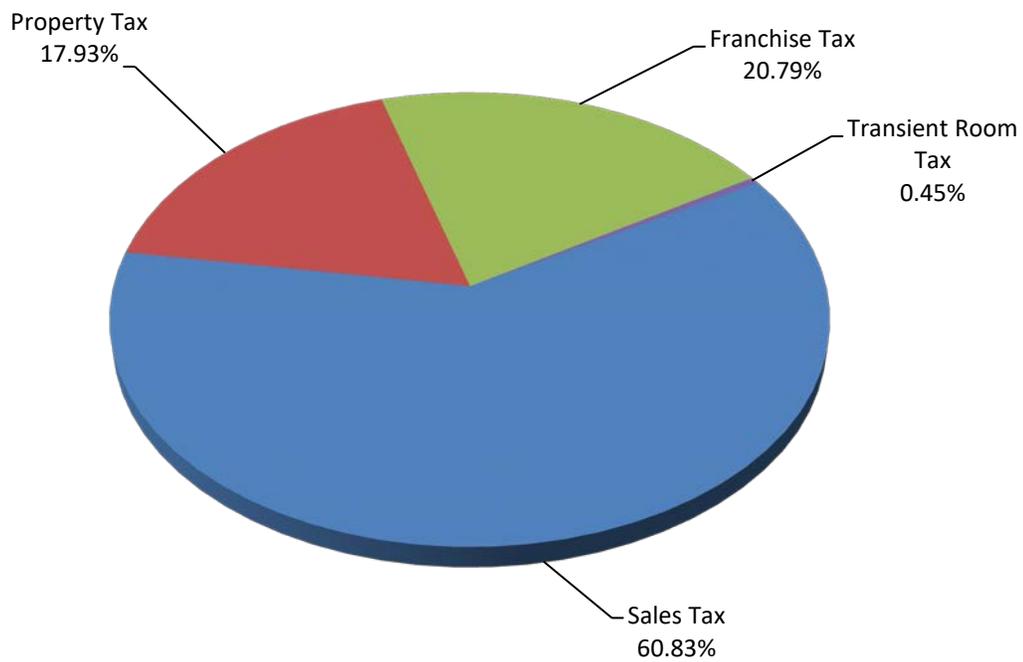
**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

GENERAL FUND REVENUES



GENERAL FUND TAXES



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

GENERAL FUND REVENUES

REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Taxes</u>				
Sales Taxes	\$ 20,722,179	\$ 22,198,446	\$ 23,374,200	\$ 23,506,000
Property Taxes	6,416,808	6,597,887	6,643,768	6,928,768
Franchise Taxes	7,894,110	7,961,936	8,030,000	8,035,000
Transient Room Taxes	153,611	169,051	170,000	175,000
	<u>35,186,708</u>	<u>36,927,320</u>	<u>38,217,968</u>	<u>38,644,768</u>
<u>Building & Business Services Charges</u>				
Business Licenses & Permits	718,622	678,552	715,000	715,000
Building Permits & Other Related Fees	1,983,242	1,941,945	1,537,000	1,429,000
	<u>2,701,864</u>	<u>2,620,497</u>	<u>2,252,000</u>	<u>2,144,000</u>
<u>Federal, State and Other Grants</u>				
Grant - Library Development - CLEF	20,800	21,400	21,500	20,000
Grant - EMPG	16,500	16,500	8,250	16,500
Grant - MCTF - JAG - SAFG/STFG	298,143	289,046	272,162	250,000
Grant - MCTF - HIDTA	177,237	260,600	262,219	-
Grant - Click It or Ticket / Highway Safety	28,869	40,082	37,394	-
Grant - Victims of Crime Act (VOCA)	56,466	114,910	71,029	-
Grant - Violence Against Women Act (VAWA)	11,400	-	-	-
Grant - Municipal Recreation Grant	49,571	49,870	49,197	-
Mountainlands / Senior Citizens	10,237	9,292	12,000	12,000
Liquor Allotment	85,258	92,164	104,571	100,000
Grant - All Other Grants	105,757	334,978	68,745	-
	<u>860,238</u>	<u>1,228,842</u>	<u>907,067</u>	<u>398,500</u>
<u>Charges for Services</u>				
Administration Charge	2,556,532	2,772,014	3,018,215	3,133,928
Fees - Planning	131,937	144,817	125,000	130,000
Fees - Notices	6,061	5,848	7,750	7,800
Fees - Passport Program	102,464	97,008	97,150	122,150
Fees - 311 Services / Utility Billing	612,832	617,539	654,426	717,943
Fees - Road Maintenance	-	209,000	226,447	240,568
Fees - Fingerprinting	-	-	-	12,000
Fees - Traffic School & Public Safety Reports	235,256	260,543	241,000	221,000
Fees - E911 Surcharge	631,323	736,851	630,000	630,000
Task Force Revenues - MCTF	380,082	415,596	344,574	178,082
Fees - Lindon & Vineyard Fire/Dispatch Services	1,967,176	2,154,048	2,471,405	2,776,186
Fees - Ambulance Services	1,913,783	1,908,691	1,925,500	2,060,500
Fees - Police Services - Other	286,065	334,082	339,650	406,754
Fees - Fire Services - Other	59,354	58,374	56,000	61,000
Fees - Justice Court	154,559	138,655	135,500	127,300
Fees - Recreation Programs	412,893	391,022	376,900	382,025
Fees - Cemetery	813,141	751,081	790,000	805,000
Fees - Utility Activation	59,249	59,830	60,000	60,000
	<u>10,322,707</u>	<u>11,054,999</u>	<u>11,499,517</u>	<u>12,072,236</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

GENERAL FUND REVENUES

(continued)

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Fines and Forfeitures</u>				
Fines - District Court	\$ 50,039	\$ 41,632	\$ 45,000	\$ 37,000
Fines - Alcohol	-	-	100	100
Fines - Nuisance Abatement	-	-	200	200
Fines - Parking Tickets	27,024	24,509	30,000	35,000
Fines - Library	48,263	47,434	50,000	45,000
Fines - Justice Court	1,372,283	1,488,162	1,425,000	1,309,000
	<u>1,497,609</u>	<u>1,601,737</u>	<u>1,550,300</u>	<u>1,426,300</u>
<u>Miscellaneous Revenues</u>				
Interest and Investment Earnings	419,131	677,974	735,000	735,000
Rental and Lease Revenues	849,109	677,690	96,202	114,202
Sale of Fixed Assets	97,005	77,614	20,000	25,000
Library Sales and Fees	206,865	199,281	207,450	203,200
Miscellaneous Revenues	480,821	265,871	163,500	166,500
	<u>2,052,931</u>	<u>1,898,430</u>	<u>1,222,152</u>	<u>1,243,902</u>
<u>Inter-fund Transfers</u>				
Contributions from Other Funds	3,701,264	4,122,522	3,692,415	3,593,578
	<u>3,701,264</u>	<u>4,122,522</u>	<u>3,692,415</u>	<u>3,593,578</u>
<u>Appropriations of Surplus</u>				
App Surp - Operations	-	-	-	583,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>583,000</u>
TOTALS - GENERAL FUND	<u><u>\$ 56,323,321</u></u>	<u><u>\$ 59,454,347</u></u>	<u><u>\$ 59,341,419</u></u>	<u><u>\$ 60,106,284</u></u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

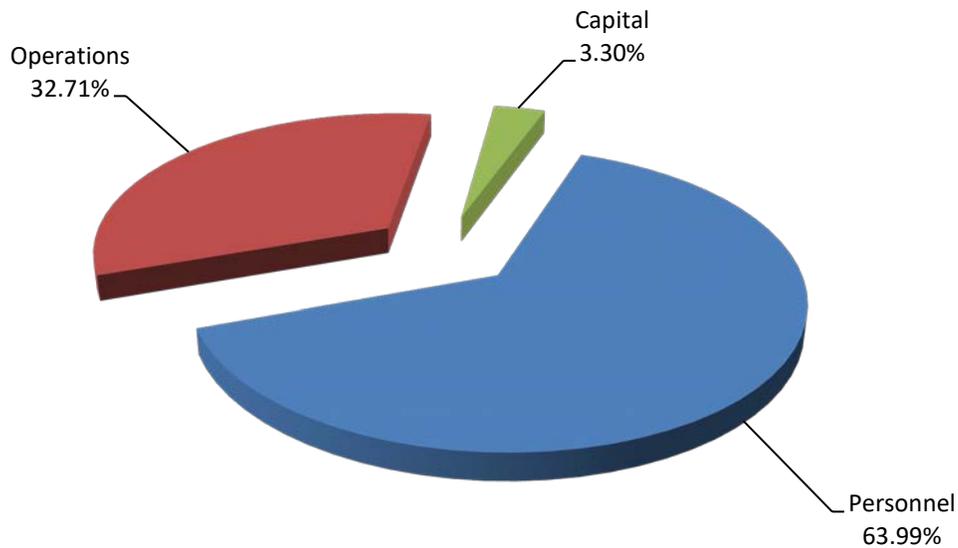
GENERAL FUND EXPENDITURES

The General Fund is the major operating fund of the City encompassing approximately 48% of all City expenditures. Of this total, approximately 64% of the operating costs are applied to salaries, wages, and benefits. The General Fund includes the activities of the following operating departments:

- Mayor and City Council
- City Manager
- Administrative Services
- Legal Services
- Development Services
- Police Department
- Fire Department
- Public Works
- Recreation
- Library
- Non-Departmental

The following section includes information on all of the above departments' activities.

EXPENDITURES BY CATEGORY



TOTAL BUDGET = \$60,106,284

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

GENERAL FUND

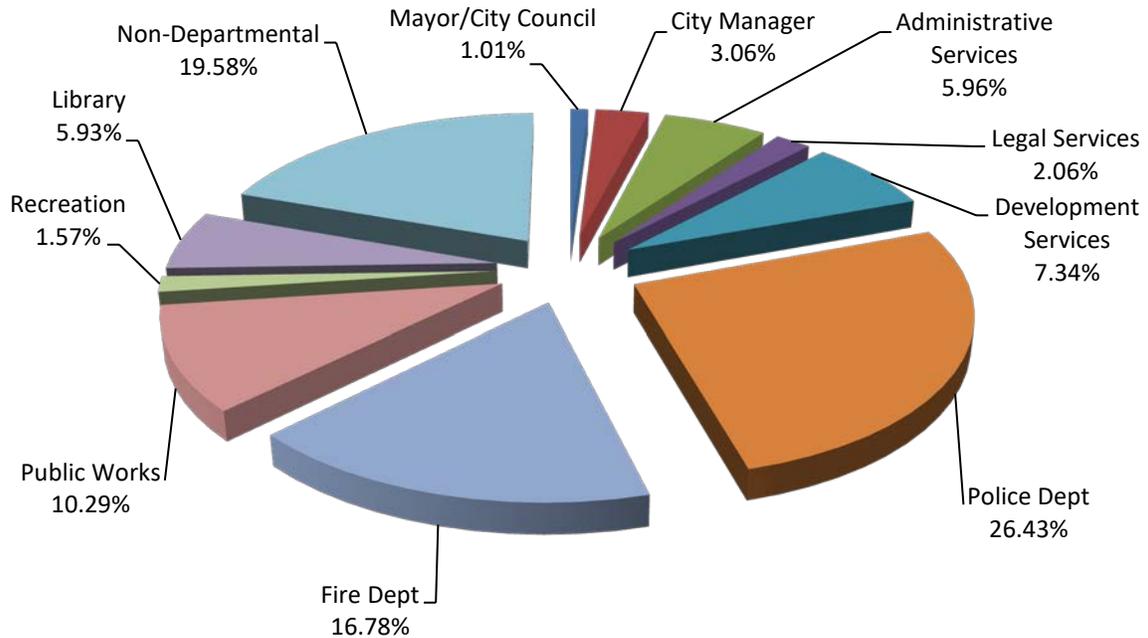
BUDGET SUMMARY

DEPARTMENT	# OF	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
	EMP. *				
Mayor and City Council	7	\$ 332,255	\$ 276,150	\$ -	\$ 608,405
City Manager	10	1,347,671	490,500	-	1,838,171
Administrative Services	25	2,430,691	1,107,685	41,043	3,579,419
Legal Services	9	1,166,014	72,200	-	1,238,214
Development Services	30	3,350,240	1,021,286	42,000	4,413,526
Police Department	132	13,523,487	2,136,521	225,000	15,885,008
Fire Department	71	8,098,545	1,787,487	197,000	10,083,032
Public Works	39	4,230,254	1,686,777	268,200	6,185,231
Recreation	5	730,870	211,483	-	942,353
Library	33	2,933,153	619,105	15,000	3,567,258
Non-Departmental **	0	316,262	10,253,405	1,196,000	11,765,667
TOTALS	361	\$ 38,459,442	\$ 19,662,599	\$ 1,984,243	\$ 60,106,284

* Number of benefitted employees

** The Non-Departmental personnel costs relate to insurance benefits of retired employees

EXPENDITURES BY DEPARTMENT



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

MAYOR AND CITY COUNCIL



Back Row: Mark Seastrand, Debby Lauret, Brent Sumner, Sam Lentz
Front Row: David Spencer, Mayor Richard Brunst, Tom Macdonald

The City of Orem’s City Council consists of the Mayor and six Council members who are all elected at large. Although the Mayor leads the City Council, this position carries one vote equal to the rest of the City Council.

The City of Orem has a Manager/Council form of government which allows for a full-time City Manager and a part-time Mayor. The Mayor and Council members serve staggered four-year terms on a part-time basis. Elections in the City of Orem are non-partisan.

The Mayor and City Council members are as follows:

Mayor

Richard Brunst

City Council Members

Debby Lauret

Sam Lentz

Tom Macdonald

Mark Seastrand

David Spencer

Brent Sumner

The Mayor and City Council members serve on various commissions, committees, and councils. They include, but are not limited to, the following: Beautification Advisory Commission, Arts Council, Heritage Advisory Commission, Historic Preservation Commission, Public Works Commission, Library Advisory Commission, Recreation Advisory Commission, Senior Citizens Advisory Commission, Natural Resources Stewardship Committee, Youth City Council, Summerfest Committee, CARE Advisory Commission, CDBG Advisory Commission, and the Transportation Commission.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

MAYOR AND CITY COUNCIL

OVERVIEW

The Mayor and the six members of the City Council are elected to set policy for the City and to provide direction, resources, and leadership to the City Manager so he may accomplish his duties and responsibilities. The City Manager, in turn, supports the Mayor and City Council by assisting them in accomplishing their duties and responsibilities by identifying problem areas needing their attention, preparing an annual budget, and advising them of the financial condition and needs of the City.

The Mayor presides at all council meetings and serves as Chairperson. The Mayor executes all bonds, notes, contracts, and written obligations of the City, as required by law. The Mayor represents the City in its external affairs and acts as the City's chief ceremonial officer. The Mayor makes appointments to advisory boards, commissions, and committees. The Mayor has all of the same powers, duties, and privileges as other City Council members.

City Council members determine City policy directives by passing, modifying, or repealing ordinances and/or resolutions. They appropriate funds for City operations and authorize the issuance of bonds and other debt instruments. They are to hold regular meetings in accordance with Utah State law. They appoint, evaluate, and remove, if necessary, the City Manager.

The Mayor and City Council department includes the following divisions:

- Mayor and City Council
- Community Promotion
- Advisory Boards and Commissions

Challenges addressed in this budget:

- Added funds to the City's Youth Council program.

Challenges remaining:

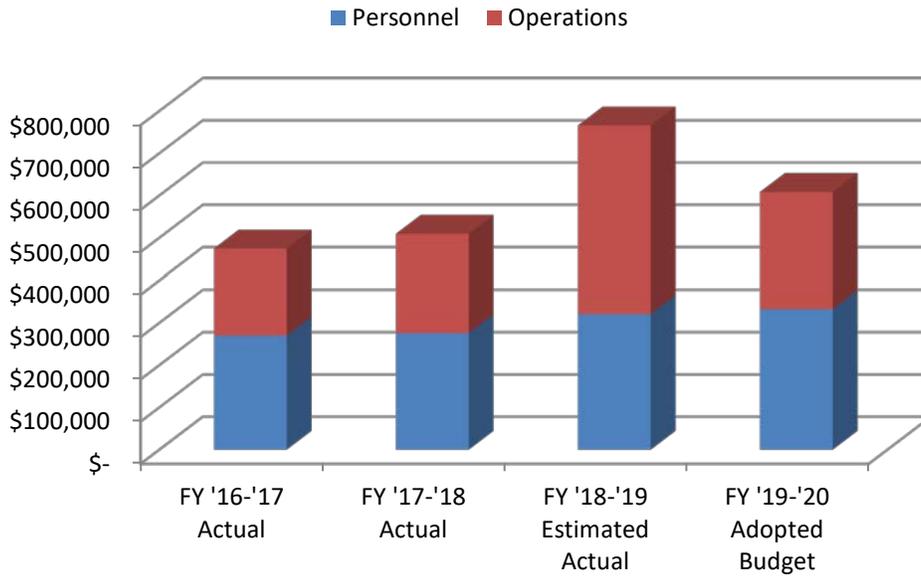
- Providing adequate funding to maintain City Center Complex.
- Maintaining an economically vibrant community.
- Maintaining the quality of our neighborhoods.
- Providing adequate long-term funding to maintain the UTOPIA fiber infrastructure and other infrastructure and services.

**CITY OF OREM
ADOPTED BUDGET**

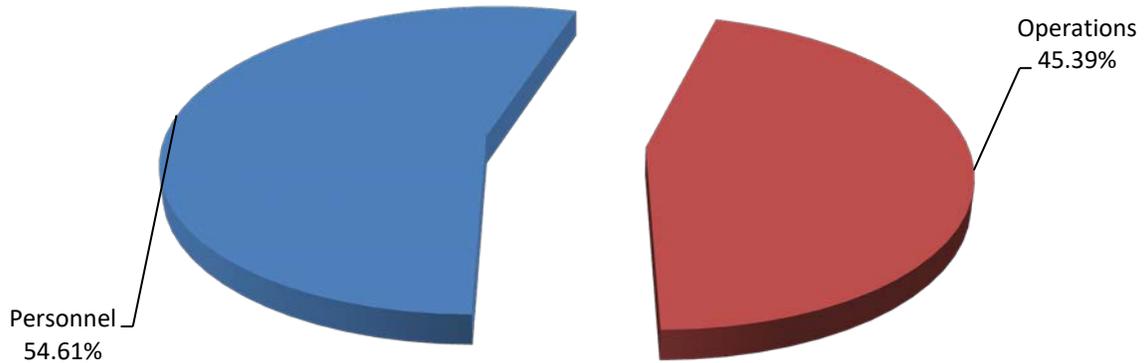
FISCAL YEAR 2019-2020

MAYOR AND CITY COUNCIL

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

MAYOR AND CITY COUNCIL

EXPENDITURES SUMMARY

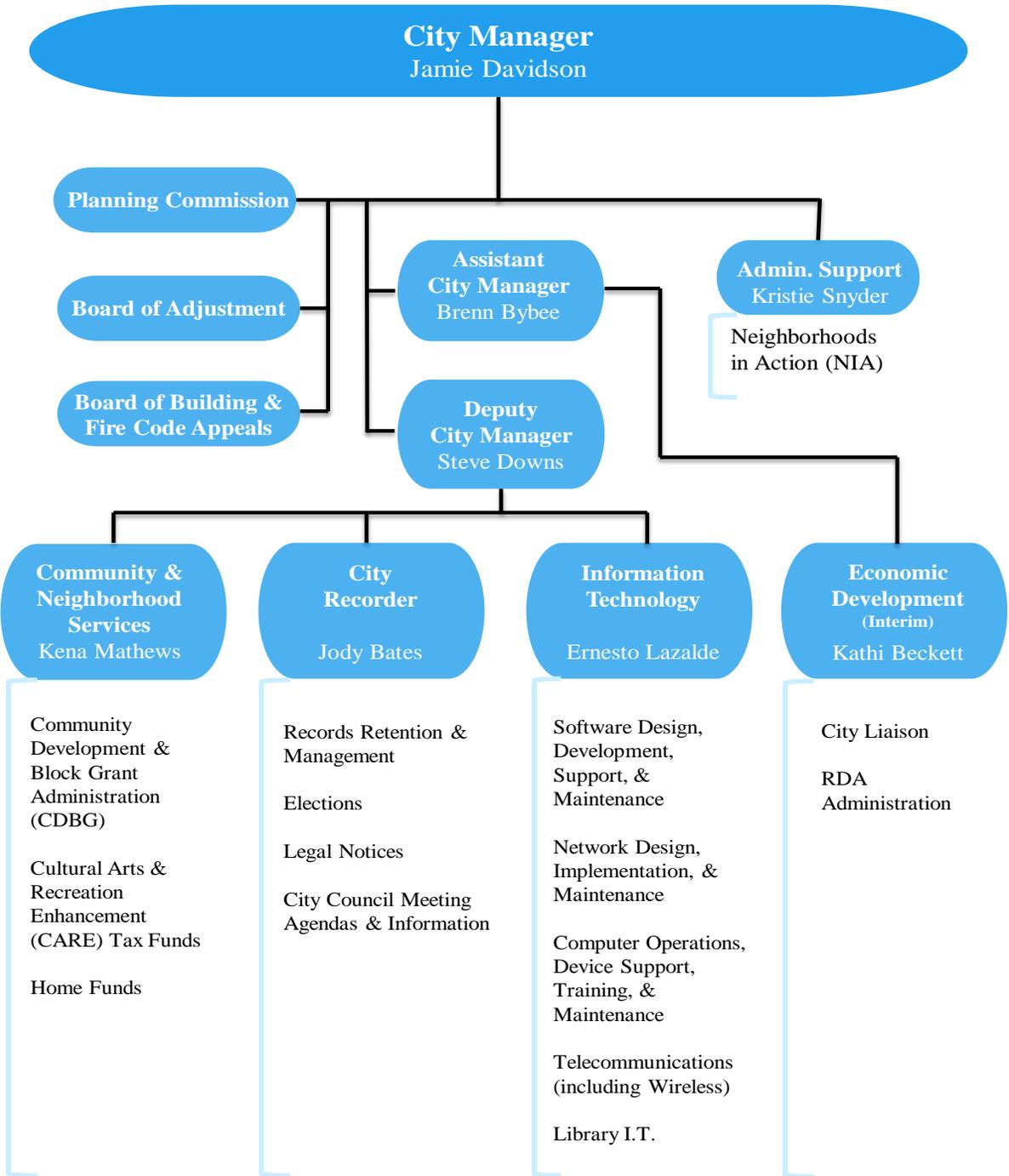
DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Mayor and City Council</u>					
Personnel	\$ 269,716	\$ 275,811	\$ 320,889	\$ 332,255	7
Operations	89,397	90,952	87,000	87,000	
Capital	-	-	-	-	
	<u>359,113</u>	<u>366,763</u>	<u>407,889</u>	<u>419,255</u>	
<u>Community Promotion</u>					
Personnel	-	-	-	-	0
Operations	92,065	123,720	313,000	143,000	
Capital	-	-	-	-	
	<u>92,065</u>	<u>123,720</u>	<u>313,000</u>	<u>143,000</u>	
<u>Advisory Boards & Commissions</u>					
Personnel	-	-	-	-	0
Operations	23,500	19,071	45,085	46,150	
Capital	-	-	-	-	
	<u>23,500</u>	<u>19,071</u>	<u>45,085</u>	<u>46,150</u>	
<u>TOTAL MAYOR & CITY COUNCIL</u>					
Personnel	\$ 269,716	\$ 275,811	\$ 320,889	\$ 332,255	7
Operations	204,962	233,743	445,085	276,150	
Capital	-	-	-	-	
TOTALS	<u>\$ 474,678</u>	<u>\$ 509,554</u>	<u>\$ 765,974</u>	<u>\$ 608,405</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CITY MANAGER



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CITY MANAGER

OVERVIEW

The City Manager's department, through the City Manager's Office, organizes and directs the management of the executive affairs of the City, provides oversight to the operating departments of the City, and ensures the policies, plans, and programs of the Mayor and City Council are implemented. The City Manager's Office also provides annual and special reports concerning the financial, administrative, and operational activities of the various offices, departments, boards, etc. of the City.

The City Manager's department includes the following divisions:

- City Manager's Office
- Neighborhoods in Action (NIA)
- Economic Development
- City Recorder
- Information Technology (*Information Technology Fund*)
- Solid Waste Contract Management (*Solid Waste Fund*)
- Community & Neighborhood Services (*Community & Neighborhood Services Fund*)

Challenges addressed in this budget:

- Presented a balanced budget to the Mayor and City Council.
- Funding of the City's compensation and benefits program.
- Funding of the fifth year of the City's Capital Improvement Program (CIP).
- Additional funding for recreational amenities & neighborhood preservation.

Challenges remaining:

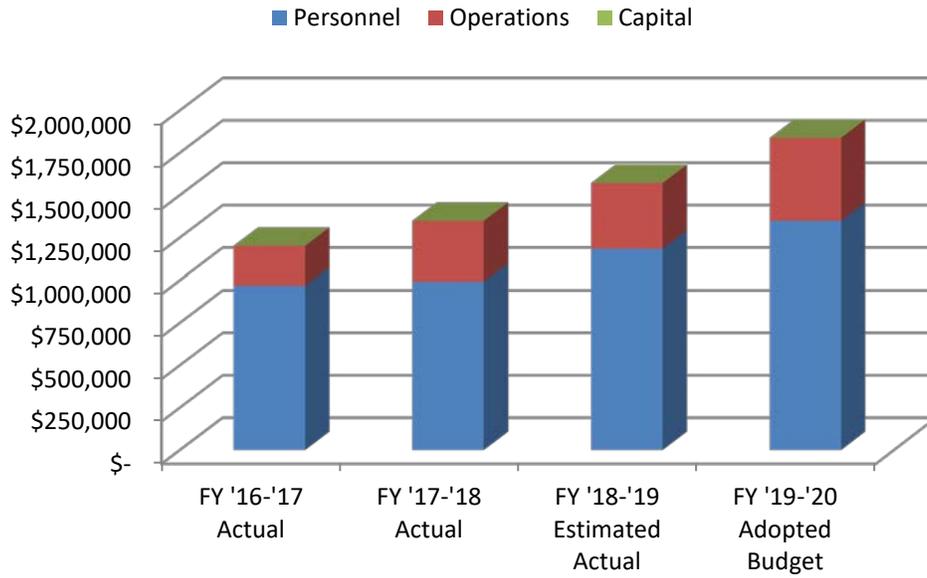
- Maintaining our UTOPIA commitments and implementing additional WiFi access to City parks.
- Investment in public building needs.

**CITY OF OREM
ADOPTED BUDGET**

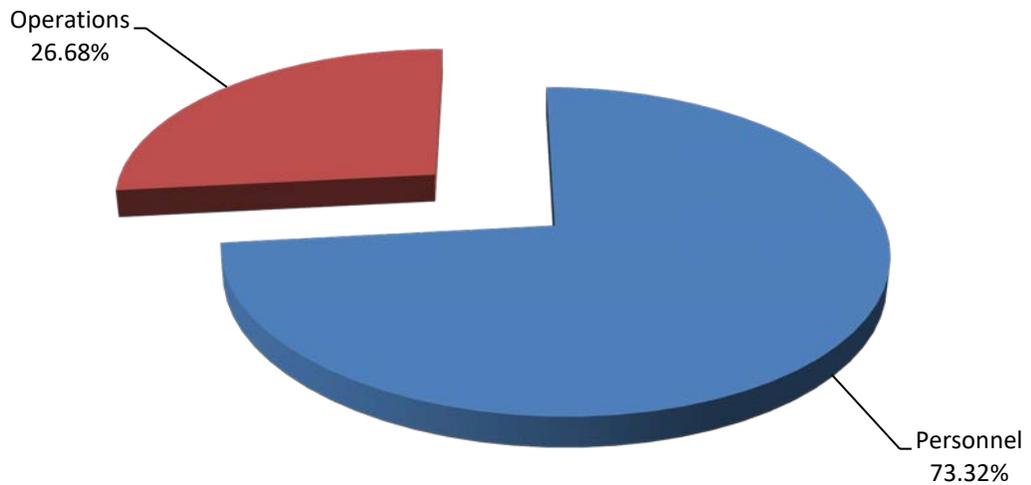
FISCAL YEAR 2019-2020

CITY MANAGER

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CITY MANAGER

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>City Manager's Office</u>					
Personnel	\$ 602,873	\$ 642,055	\$ 788,292	\$ 954,324	6
Operations	147,176	131,715	132,292	155,100	
Capital	-	-	-	-	
	<u>750,049</u>	<u>773,770</u>	<u>920,584</u>	<u>1,109,424</u>	
<u>Neighborhoods in Action</u>					
Personnel	-	-	-	-	0
Operations	29,584	50,307	63,800	63,800	
Capital	-	-	-	-	
	<u>29,584</u>	<u>50,307</u>	<u>63,800</u>	<u>63,800</u>	
<u>Economic Development</u>					
Personnel	184,738	171,135	224,620	238,330	2
Operations	25,054	30,541	56,250	55,750	
Capital	-	-	-	-	
	<u>209,792</u>	<u>201,676</u>	<u>280,870</u>	<u>294,080</u>	
<u>City Recorder</u>					
Personnel	180,269	177,151	170,106	155,017	2
Operations	31,220	145,579	135,850	215,850	
Capital	-	-	-	-	
	<u>211,489</u>	<u>322,730</u>	<u>305,956</u>	<u>370,867</u>	
<u>TOTAL CITY MANAGER</u>					
Personnel	\$ 967,880	\$ 990,341	\$ 1,183,018	\$ 1,347,671	10
Operations	233,034	358,142	388,192	490,500	
Capital	-	-	-	-	
TOTALS	<u>\$ 1,200,914</u>	<u>\$ 1,348,483</u>	<u>\$ 1,571,210</u>	<u>\$ 1,838,171</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CITY MANAGER

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ACTUAL FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>City Manager's Office</u>						
Full-time:						
City Manager	CM	\$64.78	\$97.17	1.00	1.00	1.00
Assistant City Manager	20	\$55.11	\$82.66	1.00	1.00	1.00
Deputy City Manager	18	\$45.31	\$67.96	1.00	1.00	1.00
Communications Spec./Webmaster	12	\$26.50	\$39.75	1.00	1.00	1.00
Management Analyst	12	\$26.50	\$39.75	0.00	0.00	1.00
Executive/NIA Assistant	9	\$20.27	\$30.40	1.00	1.00	1.00
				<u>5.00</u>	<u>5.00</u>	<u>6.00</u>
Variable-hour/Seasonal:						
Management Intern	N/A	\$10.00	\$14.00	0.75	0.75	0.75
Office Clerk	N/A	\$7.70	\$11.55	0.10	0.10	0.10
				<u>0.85</u>	<u>0.85</u>	<u>0.85</u>
				<u>5.85</u>	<u>5.85</u>	<u>6.85</u>
<u>Economic Development</u>						
Full-time:						
Economic Development Manager	16	\$37.89	\$56.84	1.00	1.00	1.00
Economic Dev. Analyst/Prjct Mngr	12	\$26.50	\$39.75	0.00	1.00	1.00
Administrative Secretary	8	\$18.53	\$27.80	1.00	0.00	0.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<u>City Recorder</u>						
Full-time:						
City Recorder	12	\$26.50	\$39.75	1.00	1.00	1.00
Deputy City Recorder	8	\$18.53	\$27.80	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Variable-hour/Seasonal:						
City Recorder Assistant	N/A	\$9.26	\$13.89	0.55	0.55	0.55
Filing Clerk	N/A	\$7.25	\$10.56	0.20	0.20	0.20
				<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
				<u>2.75</u>	<u>2.75</u>	<u>2.75</u>
<u>TOTAL CITY MANAGER</u>						
Full-time				9.00	9.00	10.00
Part-time				0.00	0.00	0.00
Variable-hour/Seasonal				1.60	1.60	1.60
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>10.60</u>	<u>10.60</u>	<u>11.60</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CITY MANAGER



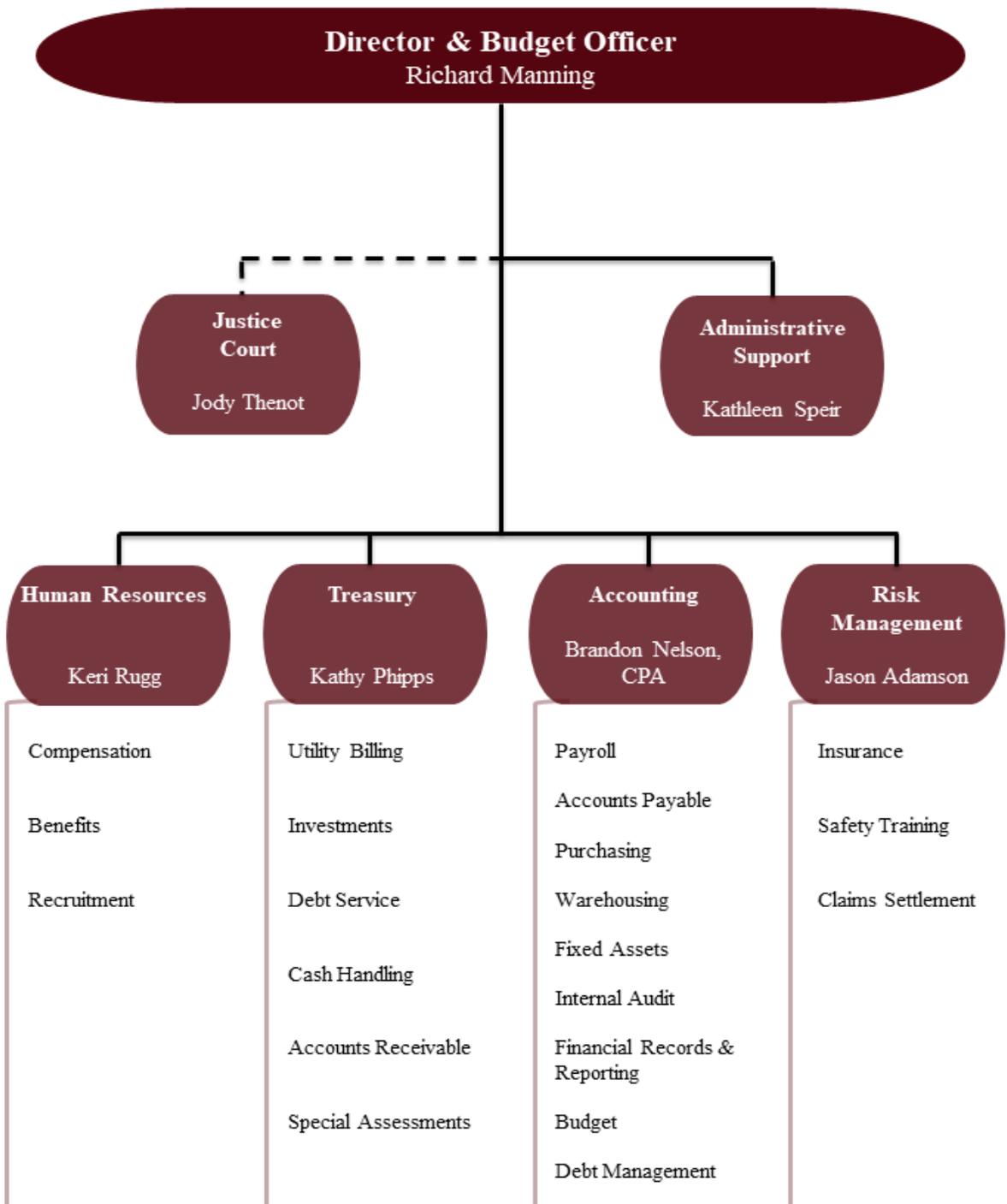
Jamie Davidson
City Manager



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ADMINISTRATIVE SERVICES



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ADMINISTRATIVE SERVICES

OVERVIEW

The Administrative Services department provides treasury, accounting, human resources, utility billing, procurement, warehousing, and risk management services to all departments of the City along with the administration of the Justice Court.

The Administrative Services department includes the following divisions:

- Administrative Services Administration
- City Treasurer
- Debt Service (*Debt Service Fund*)
- 311 Services / Utility Billing
- Accounting & Budget
- Purchasing (*Purchasing & Warehousing Fund*)
- Human Resources
- Risk Management (*Self-insurance Fund*)
- Liaison to the Justice Court

Challenges addressed in this budget:

- New fingerprinting machine for quicker service.
- New software for financial reporting and budgeting.
- Creates an additional 311 Agent position from an existing part-time position.
- Provides additional funding for indigent defense.

Challenges remaining:

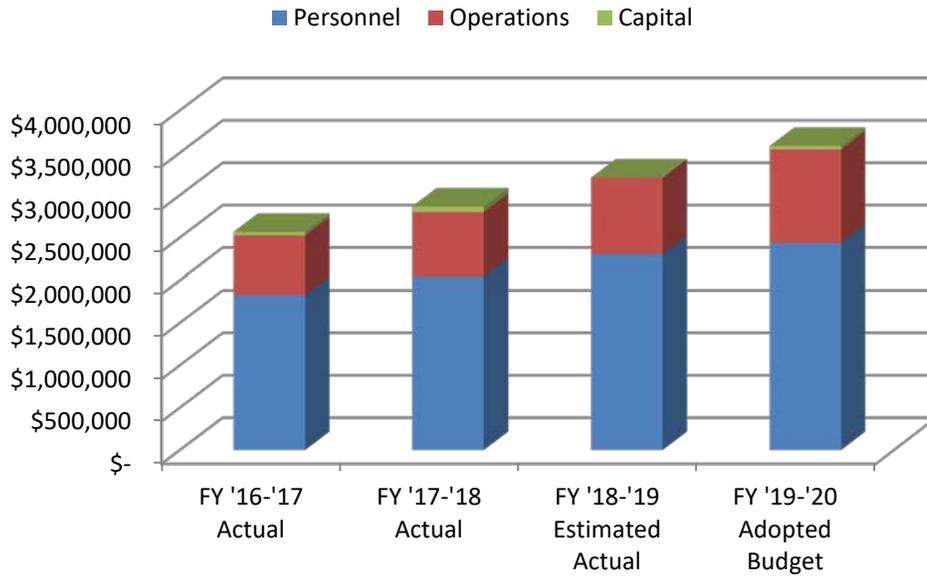
- Providing a suitable location for providing full-service 311 informational capabilities.

**CITY OF OREM
ADOPTED BUDGET**

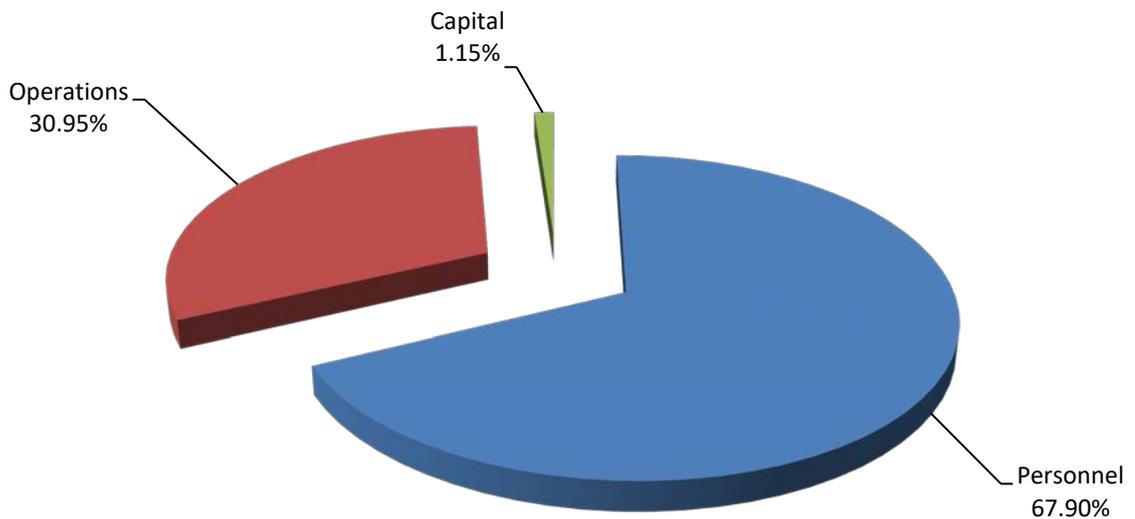
FISCAL YEAR 2019-2020

ADMINISTRATIVE SERVICES

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ADMINISTRATIVE SERVICES

EXPENDITURES SUMMARY

<u>DIVISION</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>	<u># OF EMP. *</u>
<u>Administrative Services Administration</u>					
Personnel	\$ 267,858	\$ 277,485	\$ 290,831	\$ 305,110	2
Operations	110,848	109,747	157,207	171,417	
Capital	30,446	46,505	-	-	
	<u>409,152</u>	<u>433,737</u>	<u>448,038</u>	<u>476,527</u>	
<u>City Treasurer</u>					
Personnel	97,851	104,148	122,495	128,137	1
Operations	4,203	8,391	14,650	14,650	
	<u>102,054</u>	<u>112,539</u>	<u>137,145</u>	<u>142,787</u>	
<u>311 Services / Utility Billing</u>					
Personnel	290,941	441,264	586,210	651,432	9
Operations	289,983	332,973	291,300	312,800	
Capital	-	14,196	-	31,043	
	<u>580,924</u>	<u>788,433</u>	<u>877,510</u>	<u>995,275</u>	
<u>Accounting</u>					
Personnel	281,576	291,552	310,842	314,287	3
Operations	17,521	15,473	17,900	32,900	
Capital	-	-	-	10,000	
	<u>299,097</u>	<u>307,025</u>	<u>328,742</u>	<u>357,187</u>	
<u>Human Resources</u>					
Personnel	305,299	315,252	333,558	347,270	3
Operations	102,607	111,624	178,500	152,500	
	<u>407,906</u>	<u>426,876</u>	<u>512,058</u>	<u>499,770</u>	
<u>Justice Court</u>					
Personnel	577,839	612,489	654,823	684,455	7
Operations	177,661	179,667	246,478	423,418	
Capital	10,226	4,806	-	-	
	<u>765,726</u>	<u>796,962</u>	<u>901,301</u>	<u>1,107,873</u>	
<u>TOTAL ADMINISTRATIVE SERVICES</u>					
Personnel	\$ 1,821,364	\$ 2,042,190	\$ 2,298,759	\$ 2,430,691	25
Operations	702,823	757,875	906,035	1,107,685	
Capital	40,672	65,507	-	41,043	
TOTALS	<u>\$ 2,564,859</u>	<u>\$ 2,865,572</u>	<u>\$ 3,204,794</u>	<u>\$ 3,579,419</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ADMINISTRATIVE SERVICES

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ACTUAL FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>Administrative Services Administration</u>						
Full-time:						
Administrative Services Director	19	\$49.54	\$74.31	1.00	1.00	1.00
Administrative Secretary	8	\$18.53	\$27.80	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<u>City Treasurer</u>						
Full-time:						
Treasury Division Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
<u>311 Services / Utility Billing</u>						
Full-time:						
Lead Account Clerk	8	\$18.53	\$27.80	0.00	1.00	1.00
Account Clerk/Communications Agnt	7	\$16.95	\$25.43	8.00	7.00	8.00
				<u>8.00</u>	<u>8.00</u>	<u>9.00</u>
<u>Accounting</u>						
Full-time:						
Accounting Division Manager	16	\$37.89	\$56.84	1.00	1.00	1.00
Accountant	9	\$20.27	\$30.40	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Part-time:						
Accountant	9	\$20.27	\$30.40	0.63	0.63	0.63
				<u>0.63</u>	<u>0.63</u>	<u>0.63</u>
<u>Human Resources</u>						
Full-time:						
Human Resource Division Manager	16	\$37.89	\$56.84	1.00	1.00	1.00
Human Resource Generalist	9	\$20.27	\$30.40	2.00	2.00	2.00
				<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Variable-hour/Seasonal:						
Intern	N/A	\$9.26	\$13.89	0.30	0.30	0.30
				<u>0.30</u>	<u>0.30</u>	<u>0.30</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ADMINISTRATIVE SERVICES

PERSONNEL SUMMARY

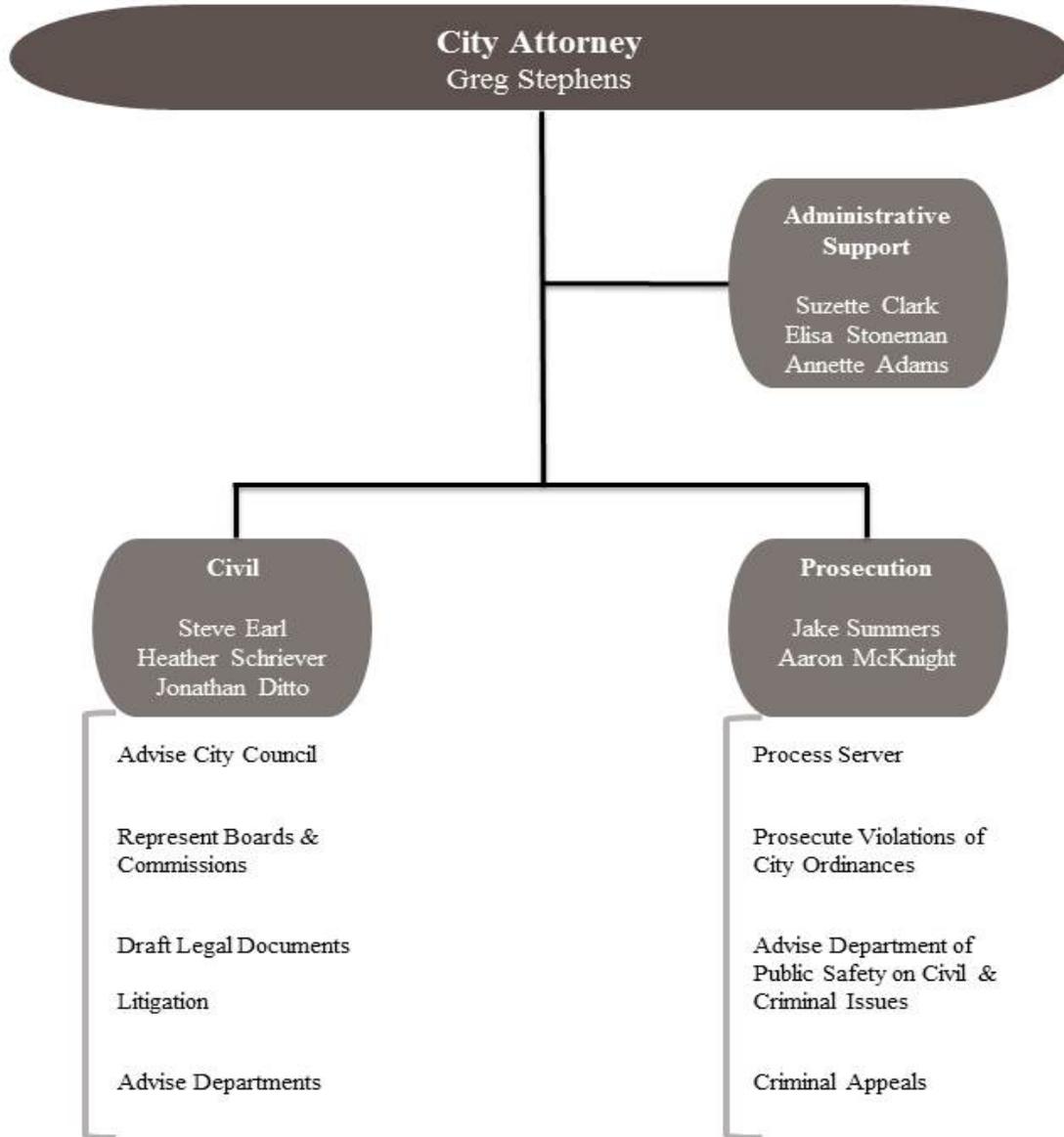
<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Justice Court</u>						
Full-time:						
Justice Court Judge	18	\$45.31	\$67.96	1.00	1.00	1.00
Justice Court Administrator	14	\$31.69	\$47.53	1.00	1.00	1.00
Justice Court Lead Clerk	8	\$18.53	\$27.80	2.00	2.00	2.00
Justice Court Clerk	7	\$16.95	\$25.43	3.00	3.00	3.00
				<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
Variable-hour/Seasonal:						
Senior Court Clerk	N/A	\$14.38	\$21.57	0.25	0.25	0.25
Assistant Court Clerk	N/A	\$11.04	\$16.56	0.75	0.75	0.75
				<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
				<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
<u>TOTAL ADMINISTRATIVE SERVICES</u>						
Full-time				23.00	23.00	24.00
Part-time				0.63	0.63	0.63
Variable-hour/Seasonal				1.30	1.30	1.30
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>24.93</u>	<u>24.93</u>	<u>25.93</u>



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LEGAL SERVICES



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LEGAL SERVICES

OVERVIEW

The Legal Services department provides legal counsel and support to the Mayor and City Council, City Boards, Commissions, and Agencies, the City Manager, and all City departments. They attend all meetings of the City Council, Planning Commission, and Board of Adjustment.

The department reviews and/or drafts all ordinances, resolutions, policies, contracts, legal opinions, and litigation documents. They provide legal training and attempt to minimize the City's exposure to adverse legal actions. They perform legal research and give legal advice to City departments. They frequently handle constitutional questions, planning and zoning issues, GRAMA requests, employment law issues, statutory compliance questions, and legal issues related to the City's various operations. The department also represents the City in lawsuits and claims brought against the City and serves as liaison between the City and its insurance defense counsel.

The department prosecutes all misdemeanor crimes committed in Orem. These crimes include domestic violence, DUI, assaults, disorderly conduct, drug and alcohol violations, lewdness, shoplifting and other thefts, nuisances, and animal violations. They also prosecute all traffic violations such as driving without insurance or on a suspended license, reckless driving, and moving violations such as speeding.

The Legal Services department consists of the following divisions:

- Administration
- Prosecution
- Civil

Challenges addressed in this budget:

- This is a status quo budget.

Challenges remaining:

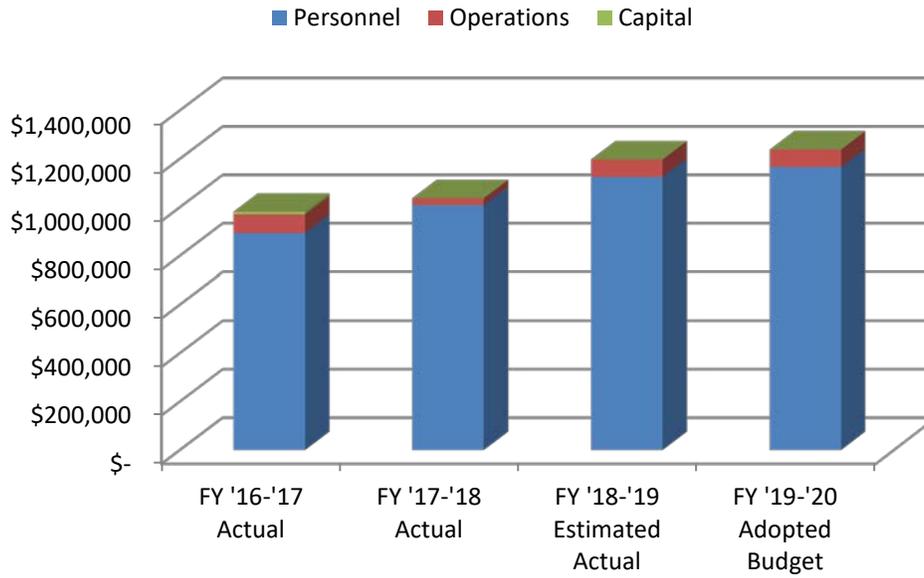
- Keeping up with an increasing criminal workload.

**CITY OF OREM
ADOPTED BUDGET**

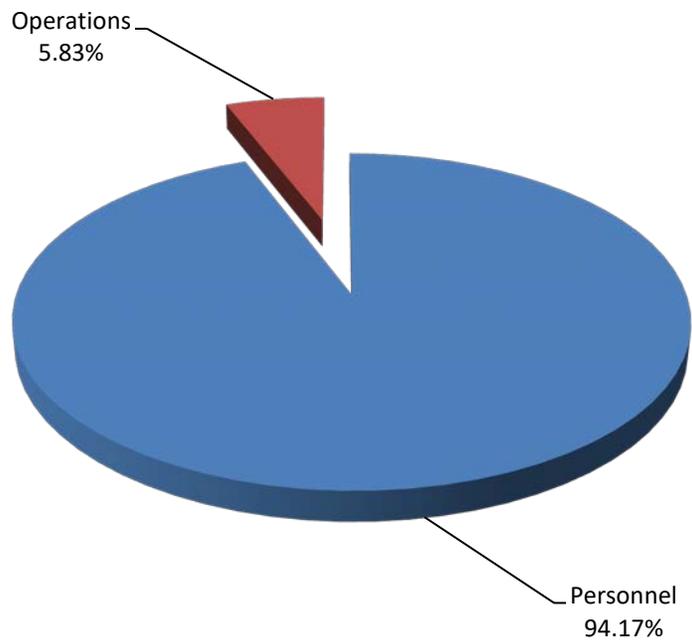
FISCAL YEAR 2019-2020

LEGAL SERVICES

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LEGAL SERVICES

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Legal Services Administration</u>					
Personnel	\$ 350,746	\$ 443,834	\$ 505,505	\$ 523,464	4
Operations	6,909	10,249	37,350	37,350	
Capital	10,908	-	-	-	
	<u>368,563</u>	<u>454,083</u>	<u>542,855</u>	<u>560,814</u>	
<u>Prosecution</u>					
Personnel	267,083	277,621	312,617	323,853	3
Operations	57,890	7,604	17,600	17,600	
Capital	-	-	-	-	
	<u>324,973</u>	<u>285,225</u>	<u>330,217</u>	<u>341,453</u>	
<u>Civil</u>					
Personnel	275,973	287,091	306,869	318,697	2
Operations	11,854	10,559	17,250	17,250	
Capital	-	-	-	-	
	<u>287,827</u>	<u>297,650</u>	<u>324,119</u>	<u>335,947</u>	
<u>TOTAL LEGAL SERVICES</u>					
Personnel	\$ 893,802	\$ 1,008,546	\$ 1,124,991	\$ 1,166,014	9
Operations	76,653	28,412	72,200	72,200	
Capital	10,908	-	-	-	
TOTALS	<u>\$ 981,363</u>	<u>\$ 1,036,958</u>	<u>\$ 1,197,191</u>	<u>\$ 1,238,214</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LEGAL SERVICES

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ESTIMATED</u>	<u>ADOPTED</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>Legal Services Administration</u>						
Full-time:						
City Attorney	19	\$49.54	\$74.31	1.00	1.00	1.00
Assistant City Attorney	15	\$34.65	\$51.98	1.00	1.00	1.00
Administrative Secretary	8	\$18.53	\$27.80	1.00	1.00	1.00
Secretary	6	\$15.50	\$23.25	1.00	1.00	1.00
				<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
<u>Prosecution</u>						
Full-time:						
Prosecutor	15	\$34.65	\$51.98	2.00	2.00	2.00
Secretary	6	\$15.50	\$23.25	0.00	1.00	1.00
				<u>2.00</u>	<u>3.00</u>	<u>3.00</u>
Part-time:						
Secretary	6	\$15.50	\$23.25	0.75	0.00	0.00
Variable-hour/Seasonal:						
Process Server	N/A	\$8.48	\$12.72	0.85	0.85	0.85
				<u>0.85</u>	<u>0.85</u>	<u>0.85</u>
<u>Civil</u>						
Full-time:						
Deputy City Attorney	16	\$37.89	\$56.84	2.00	2.00	2.00
<u>TOTAL LEGAL SERVICES</u>						
Full-time				8.00	9.00	9.00
Part-time				0.75	0.00	0.00
Variable-hour/Seasonal				0.85	0.85	0.85
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>9.60</u>	<u>9.85</u>	<u>9.85</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

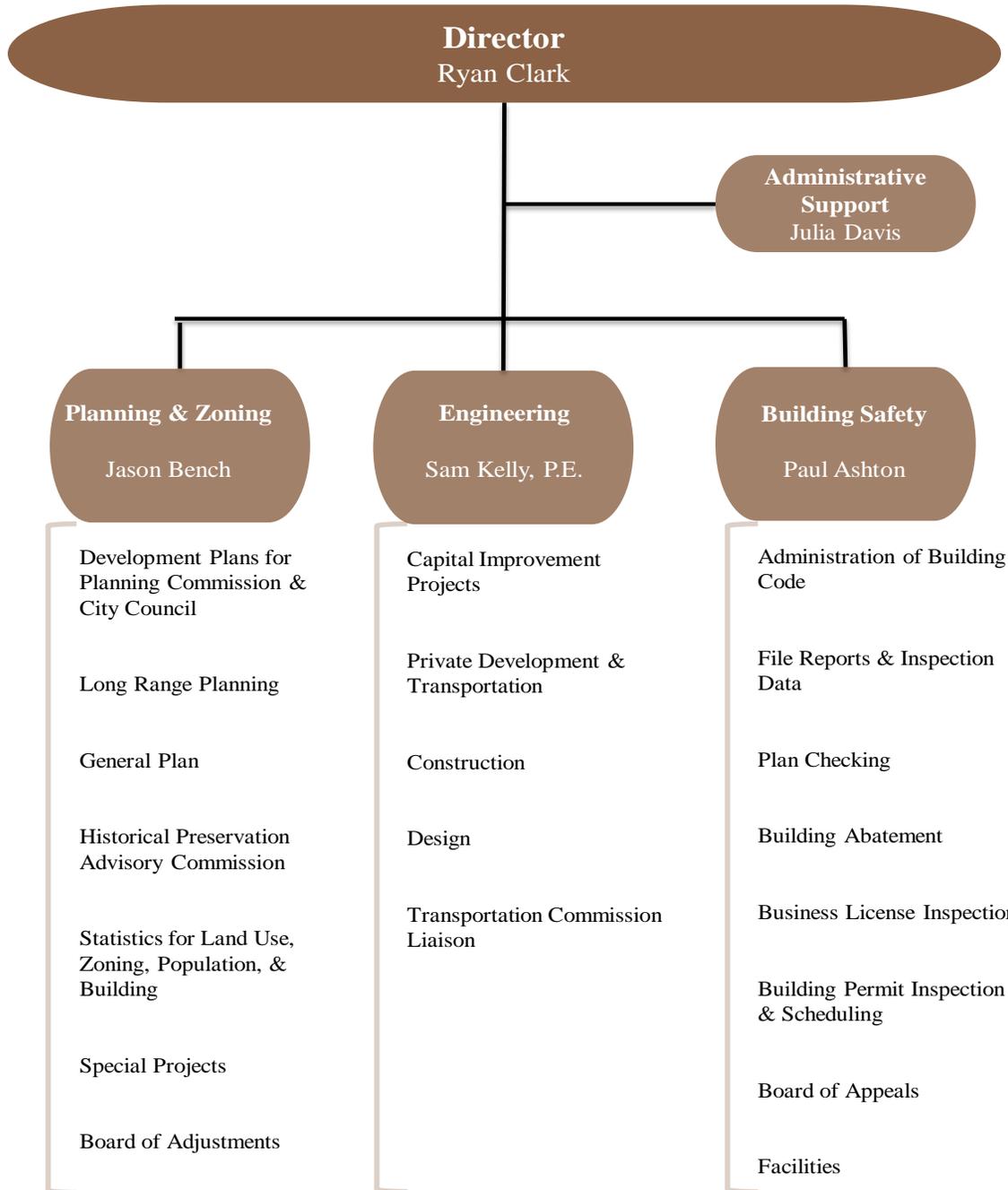
LEGAL SERVICES



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEVELOPMENT SERVICES



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEVELOPMENT SERVICES

OVERVIEW

The Development Services department guides Orem's growth in a planned and coordinated manner. The department provides support staff for the Planning Commission, Historical Preservation Commission, Board of Adjustment, Transportation Advisory Commission, and Board of Appeals.

The department is responsible for enforcing adopted building codes and standards in order to protect life and property of those who work, live, and visit the city. They review and approve residential and commercial plans for structural integrity and code compliance, issue permits, and perform progress inspections for all new construction.

The department also designs, inspects, and/or manages all new public or private development of water, sewer, storm drain, fiber optic, concrete, and asphalt construction in the city. They also plan, coordinate, and improve intersections and roads which often includes transportation studies involving a multitude of government agencies and the general public.

The Development Review Committee (DRC) consists of key personnel from Development Services and other city departments to ensure compliance with all applicable city codes. The DRC reviews all requests and makes recommendations to the Planning Commission on items such as preliminary and final plats, site plans, conditional use permits, rezones, general plan amendments, annexations, and city boundary adjustments.

The Development Services department includes the following divisions:

- Development Services Administration
- Building Safety
- Capital Projects (*Capital Imp. Projects Fund*)
- Planning and Zoning
- Engineering
- Facilities Maintenance

Challenges addressed in this budget:

- Additional funding for City Center, Senior Center, & Fire Station #3 roof replacements (\$162,642).
- Funding for Paperless Plan Review software (\$15,000).
- Additional funding for PS Building boiler (\$20,000) and PS & Library chiller replacements (\$78,000).
- Funding for City buildings security improvements (\$100,000) & and Engineering GPS units (\$26,000).
- Funding for Fire Station #3 shower stalls replacement & City Center bathroom remodel (\$82,605).
- Funding for painting in all buildings (\$55,000 & additional custodial equipment (\$25,000).
- Added funding for a new Building Facilities DM (\$100,470) & additional flex personnel (\$34,417).
- Added funding for Transportation Master Plan update (\$75,000) & for aerial image flyover (\$40,000).

Challenges remaining:

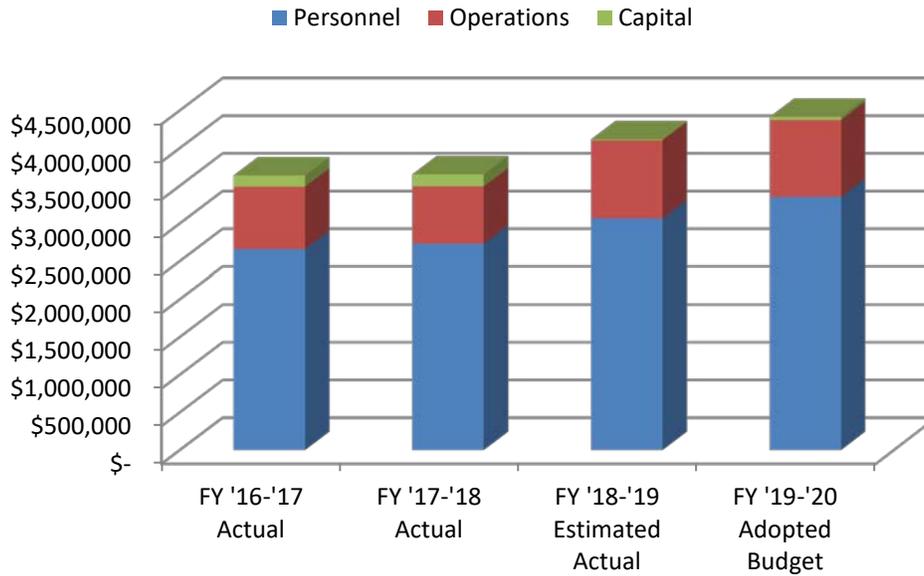
- Ongoing source of funding for City capital improvement projects that address transportation deficiencies.
- Improve State Street and University Parkway intersection.
- Identifying and addressing utility and transportation impacts due to the growth of Utah Valley University.
- Creating a trail system connecting natural gathering places as well as beautifying entrances & streetscapes.
- Ongoing funding for corridor preservation for 1600 North and other major corridors of the City.
- Recruiting and retaining custodial crew staff.

**CITY OF OREM
ADOPTED BUDGET**

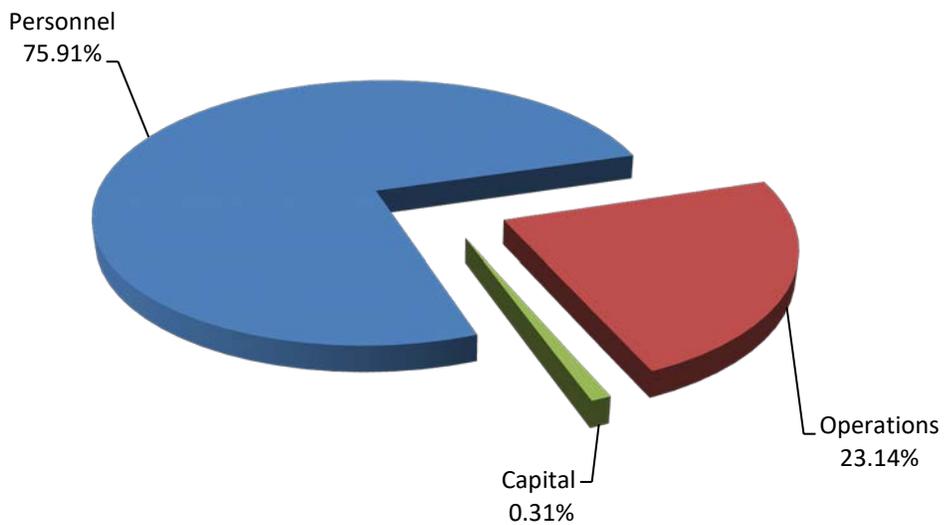
FISCAL YEAR 2019-2020

DEVELOPMENT SERVICES

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEVELOPMENT SERVICES

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Development Services Administration</u>					
Personnel	\$ 126,640	\$ 176,587	\$ 308,849	\$ 322,111	2
Operations	67,817	77,424	42,710	22,710	
	<u>194,457</u>	<u>254,011</u>	<u>351,559</u>	<u>344,821</u>	
<u>Planning</u>					
Personnel	458,932	417,022	462,485	504,580	5
Operations	40,167	33,836	56,075	56,375	
Capital	-	-	13,000	-	
	<u>499,099</u>	<u>450,858</u>	<u>531,560</u>	<u>560,955</u>	
<u>Engineering</u>					
Personnel	143,126	150,619	161,150	157,175	1
Operations	35,501	31,495	52,283	54,460	
Capital	-	-	-	33,500	
	<u>178,627</u>	<u>182,114</u>	<u>213,433</u>	<u>245,135</u>	
<u>Construction</u>					
Personnel	204,620	205,360	238,100	241,686	2
Operations	9,335	4,553	15,450	15,450	
	<u>213,955</u>	<u>209,913</u>	<u>253,550</u>	<u>257,136</u>	
<u>Design</u>					
Personnel	315,628	308,521	424,683	453,393	5
Operations	9,387	15,842	27,600	24,600	
	<u>325,015</u>	<u>324,363</u>	<u>452,283</u>	<u>477,993</u>	
<u>Transportation / PD Development</u>					
Personnel	246,795	252,980	264,147	270,353	2
Operations	6,092	7,675	11,100	11,100	
	<u>252,887</u>	<u>260,655</u>	<u>275,247</u>	<u>281,453</u>	
<u>Building Safety</u>					
Personnel	766,284	800,695	733,313	780,951	8
Operations	46,203	46,540	57,296	60,427	
Capital	21,198	-	-	8,500	
	<u>833,685</u>	<u>847,235</u>	<u>790,609</u>	<u>849,878</u>	
<u>Facilities</u>					
Personnel	395,960	416,685	472,084	619,991	5
Operations	612,800	544,276	774,294	776,164	
Capital	128,567	159,527	-	-	
	<u>1,137,327</u>	<u>1,120,488</u>	<u>1,246,378</u>	<u>1,396,155</u>	
<u>TOTAL DEVELOPMENT SERVICES</u>					
Personnel	\$ 2,657,985	\$ 2,728,469	\$ 3,064,811	\$ 3,350,240	30
Operations	827,302	761,641	1,036,808	1,021,286	
Capital	149,765	159,527	13,000	42,000	
TOTALS	\$ 3,635,052	\$ 3,649,637	\$ 4,114,619	\$ 4,413,526	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEVELOPMENT SERVICES

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Development Services Administration</u>						
Full-time:						
Development Services Director	19	\$49.54	\$74.31	1.00	1.00	1.00
Administrative Secretary	8	\$18.53	\$27.80	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Variable-hour/Seasonal:						
Intern	N/A	\$9.26	\$13.89	0.00	0.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>3.00</u>
<u>Planning</u>						
Full-time:						
Planning Division Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
Planner	12	\$26.50	\$39.75	1.00	1.00	1.00
Long Range Planner	12	\$26.50	\$39.75	2.00	2.00	2.00
Development Services Technician	7	\$16.95	\$25.43	1.00	1.00	1.00
				<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Variable-hour/Seasonal:						
Intern	N/A	\$9.26	\$13.89	0.40	0.40	0.40
				<u>5.40</u>	<u>5.40</u>	<u>5.40</u>
<u>Engineering</u>						
Full-time:						
City Engineer	16	\$37.89	\$56.84	1.00	1.00	1.00
<u>Construction</u>						
Full-time:						
Construction Engineer	12	\$26.50	\$39.75	2.00	2.00	2.00
Variable-hour/Seasonal:						
Engineering Intern	N/A	\$9.26	\$13.89	1.00	1.00	1.00
				<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<u>Design</u>						
Full-time:						
Engineering Section Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
City Surveyor	12	\$26.50	\$39.75	1.00	1.00	1.00
Associate Engineer	10	\$22.16	\$33.24	2.00	3.00	3.00
				<u>4.00</u>	<u>5.00</u>	<u>5.00</u>
<u>Transportation / PD Development</u>						
Full-time:						
Engineering Section Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
Planner	12	\$26.50	\$39.75	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEVELOPMENT SERVICES

PERSONNEL SUMMARY

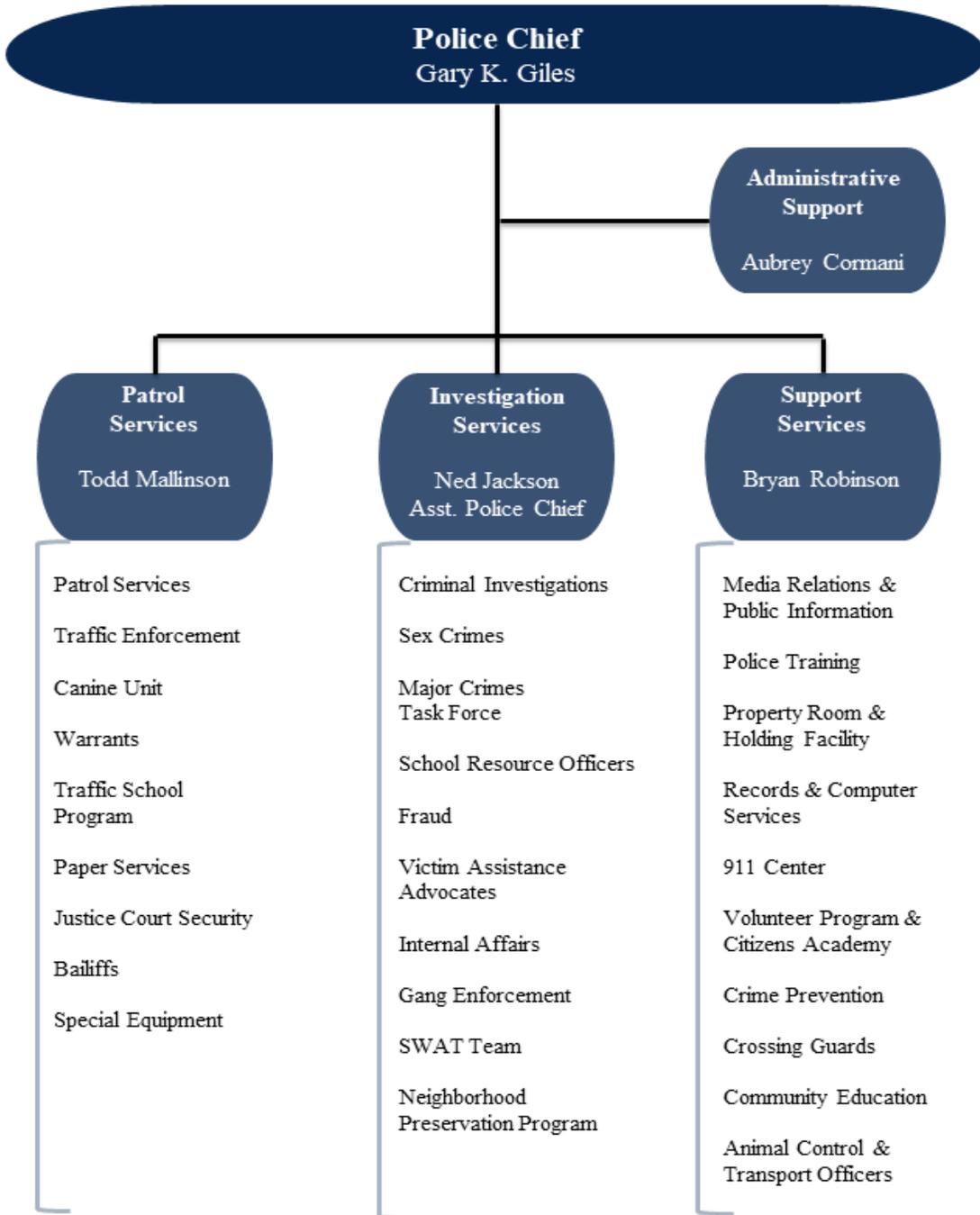
<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>FY '19-'20</u>
<u>Building Safety</u>						
Full-time:						
Chief Building Official	14	\$30.93	\$46.40	1.00	1.00	1.00
Senior Building Inspector	11	\$23.57	\$35.36	1.00	1.00	1.00
Plans Examiner	11	\$23.57	\$35.36	1.00	1.00	1.00
Building Inspector	10	\$21.53	\$32.30	3.00	3.00	3.00
Residential Plans Examiner	8	\$17.96	\$26.94	1.00	1.00	1.00
				<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
Part-time:						
Building Inspector	10	\$21.53	\$32.30	0.63	0.63	0.63
Variable-hour/Seasonal:						
Office Assistant	N/A	\$11.04	\$16.56	0.50	0.50	0.50
				<u>7.50</u>	<u>7.50</u>	<u>7.50</u>
<u>Facilities</u>						
Full-time:						
Building Maintenance Division Mgr	14	\$31.69	\$47.53	0.00	0.00	1.00
Building Maintenance Section Mgr	12	\$25.80	\$38.71	1.00	1.00	1.00
Facilities Maintenance Technician	8	\$17.96	\$26.94	1.00	1.00	1.00
Custodial Supervisor	5	\$13.69	\$20.53	2.00	2.00	2.00
				<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
Variable-hour/Seasonal:						
Custodian	N/A	\$8.48	\$12.72	6.00	7.00	7.50
Service Worker	N/A	\$8.48	\$12.72	1.25	1.25	1.25
				<u>7.25</u>	<u>8.25</u>	<u>8.75</u>
				<u>11.25</u>	<u>12.25</u>	<u>13.75</u>
<u>TOTAL DEVELOPMENT SERVICES</u>						
Full-time				27.00	28.00	29.00
Part-time				0.63	0.63	0.63
Variable-hour/Seasonal				9.15	10.15	11.65
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>36.78</u>	<u>38.78</u>	<u>41.28</u>

Note: A Deputy Development Services Director has been included within this budget as a Grade 15 position (\$34.65 to \$51.98). The position will be a promotion from within and not an additional employee.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

POLICE



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

POLICE

OVERVIEW

The Police department pro-actively serves and protects the community 24 hours a day, 7 days a week in order to make Orem a safe place to live, work, and play. The department provides police, investigation, and support services in partnership with the community to produce this safe environment and high quality of life for the citizens of Orem.

The 91 existing sworn officers deal with a variety of issues including traffic accidents, missing children, burglaries, medical emergencies, assaults, homicides, drug investigations, computer crimes, white collar crime, crimes against children, gang enforcement, and nuisance ordinance violations. The department maintains its own Public Safety Answering Point (PSAP) 911 Center and staff it 24/7 with 20 full-time and several part-time dispatchers. Two animal control officers enforce animal violations throughout the City.

The Police department includes the following divisions:

- Police Administration
- Alcohol Enforcement
- Investigation Services
- Neighborhood Preservation Unit
- Support Services
- Animal Control
- Communications – 911 Dispatch
- Patrol Services
- Traffic Enforcement
- Mental Health Unit
- Major Crimes Task Force (Multi-jurisdictional)
- Metro SWAT Team
- Victims and Children Assistance

Challenges addressed in this budget:

- Replacement of aging police vehicles & analog to digital replacement program.
- Added five officers and associated vehicles and equipment (includes a 2nd mental health officer) to keep up with a growing population and demand for services.
- Added a Crime Analyst/Body Camera Specialist civilian position.
- Funding was provided for proactive traffic enforcement.
- Continued funding for the body armor replacement program as well as body and fleet cameras.
- Continuing and advancing the Employee Wellness Committee & Active Assailant training group.

Challenges remaining:

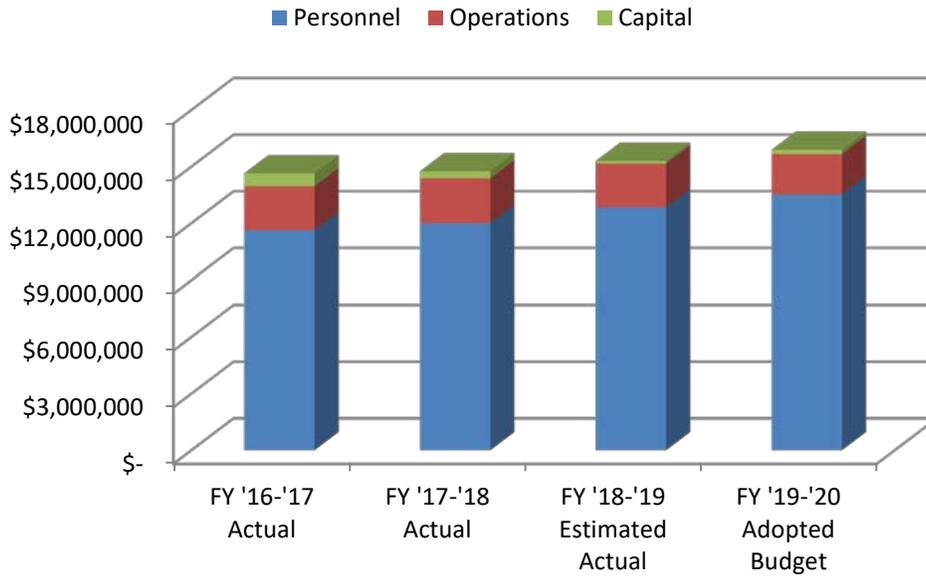
- Maintaining operational levels to meet community service demands.
- Recruiting quality applicants & retaining good quality employees by recognizing great work.
- Replacing aging radar units in patrol vehicles.
- UCA changeover to a P25 radio system within the next two years.
- Changes in the way funding is provided for the City's 911 Center by way of taxes.

**CITY OF OREM
ADOPTED BUDGET**

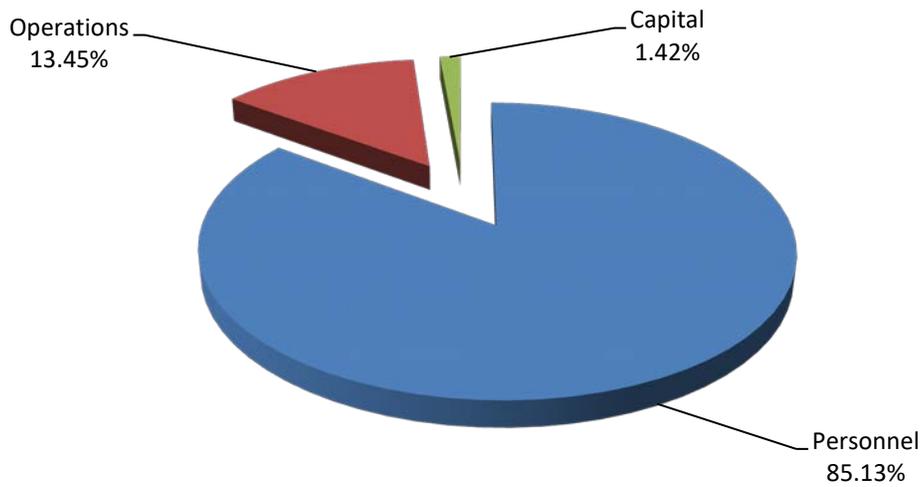
FISCAL YEAR 2019-2020

POLICE

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

POLICE

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Police Administration</u>					
Personnel	\$ 260,904	\$ 291,807	\$ 341,102	\$ 347,470	2
Operations	614,851	435,250	390,660	516,181	
Capital	-	38,989	31,762	-	
	<u>875,755</u>	<u>766,046</u>	<u>763,524</u>	<u>863,651</u>	
<u>Patrol Services</u>					
Personnel	5,465,121	5,195,942	5,391,717	6,087,118	61
Operations	504,913	596,216	755,952	703,016	
Capital	231,595	209,052	-	225,000	
	<u>6,201,629</u>	<u>6,001,210</u>	<u>6,147,669</u>	<u>7,015,134</u>	
<u>Alcohol Enforcement</u>					
Personnel	87,332	88,679	94,166	92,544	1
Operations	3,392	2,807	14,390	11,486	
	<u>90,724</u>	<u>91,486</u>	<u>108,556</u>	<u>104,030</u>	
<u>Investigation Services / NPU</u>					
Personnel	2,661,367	3,090,959	3,395,287	3,392,677	28
Operations	115,810	191,446	132,969	142,506	
Capital	21,682	97,851	43,000	-	
	<u>2,798,859</u>	<u>3,380,256</u>	<u>3,571,256</u>	<u>3,535,183</u>	
<u>Major Crime Task Force</u>					
Personnel	289,364	326,315	322,000	142,000	1
Operations	536,225	708,889	506,082	286,082	
Capital	750	750	-	-	
	<u>826,339</u>	<u>1,035,954</u>	<u>828,082</u>	<u>428,082</u>	
<u>Victims / Children Assistance</u>					
Personnel	154,559	153,682	174,852	184,104	2
Operations	6,378	8,114	6,700	6,700	
	<u>160,937</u>	<u>161,796</u>	<u>181,552</u>	<u>190,804</u>	
<u>Support Services</u>					
Personnel	953,481	1,234,118	1,305,266	1,503,401	12
Operations	95,164	90,941	94,148	91,541	
	<u>1,048,645</u>	<u>1,325,059</u>	<u>1,399,414</u>	<u>1,594,942</u>	
<u>Communications & Dispatch Services-Lindon</u>					
Personnel	1,541,244	1,410,550	1,584,793	1,637,611	23
Operations	299,243	156,080	213,695	213,695	
Capital	343,241	-	69,540	-	
	<u>2,183,728</u>	<u>1,566,630</u>	<u>1,868,028</u>	<u>1,851,306</u>	
<u>Animal Control, Bailiffs & Community Education</u>					
Personnel	209,787	205,084	228,550	136,562	2
Operations	163,969	184,989	201,084	165,314	
Capital	76,479	29,571	-	-	
	<u>450,235</u>	<u>419,644</u>	<u>429,634</u>	<u>301,876</u>	
<u>TOTAL POLICE DEPARTMENT</u>					
Personnel	\$ 11,623,159	\$ 11,997,136	\$ 12,837,733	\$ 13,523,487	132
Operations	2,339,945	2,374,732	2,315,680	2,136,521	
Capital	673,747	376,213	144,302	225,000	
TOTALS	\$ 14,636,851	\$ 14,748,081	\$ 15,297,715	\$ 15,885,008	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

POLICE

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ACTUAL FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>Police Administration</u>						
Full-time:						
Chief of Police	19	\$49.54	\$74.31	1.00	1.00	1.00
Administrative Secretary	8	\$18.53	\$27.80	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<u>Patrol Services</u>						
Full-time:						
Police Captain	16	\$37.89	\$56.84	1.00	1.00	1.00
Police Lieutenant	15	\$34.65	\$51.98	3.00	2.00	2.00
Police Sergeant	13	\$28.98	\$43.47	7.00	7.00	7.00
Police Officer	10	\$22.16	\$33.24	45.00	46.00	51.00
				<u>56.00</u>	<u>56.00</u>	<u>61.00</u>
Variable-hour/Seasonal:						
Police Officer	N/A	\$15.70	\$23.56	0.30	0.30	0.30
				<u>56.30</u>	<u>56.30</u>	<u>61.30</u>
<u>Alcohol Enforcement</u>						
Full-time:						
Police Officer	10	\$22.16	\$33.24	1.00	1.00	1.00
<u>Investigation Services</u>						
Full-time:						
Assistant Police Chief	17	\$41.43	\$62.15	1.00	1.00	1.00
Police Lieutenant	15	\$34.65	\$51.98	2.00	2.00	2.00
Police Sergeant	13	\$28.98	\$43.47	7.00	8.00	7.00
Police Officer	10	\$22.16	\$33.24	17.00	18.00	18.00
				<u>27.00</u>	<u>29.00</u>	<u>28.00</u>
Variable-hour/Seasonal:						
Intern	N/A	\$9.26	\$13.89	0.10	0.10	0.10
				<u>27.10</u>	<u>29.10</u>	<u>28.10</u>
<u>Major Crimes Task Force</u>						
Full-time:						
Administrative Secretary	8	\$18.53	\$27.80	1.00	1.00	1.00
<u>Victims / Children Assistance</u>						
Full-time:						
Victim Assistance Coordinator	9	\$20.27	\$30.40	2.00	2.00	2.00
Variable-hour/Seasonal:						
Victim Advocate	N/A	\$9.26	\$13.89	0.25	0.25	0.25
				<u>2.25</u>	<u>2.25</u>	<u>2.25</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

POLICE

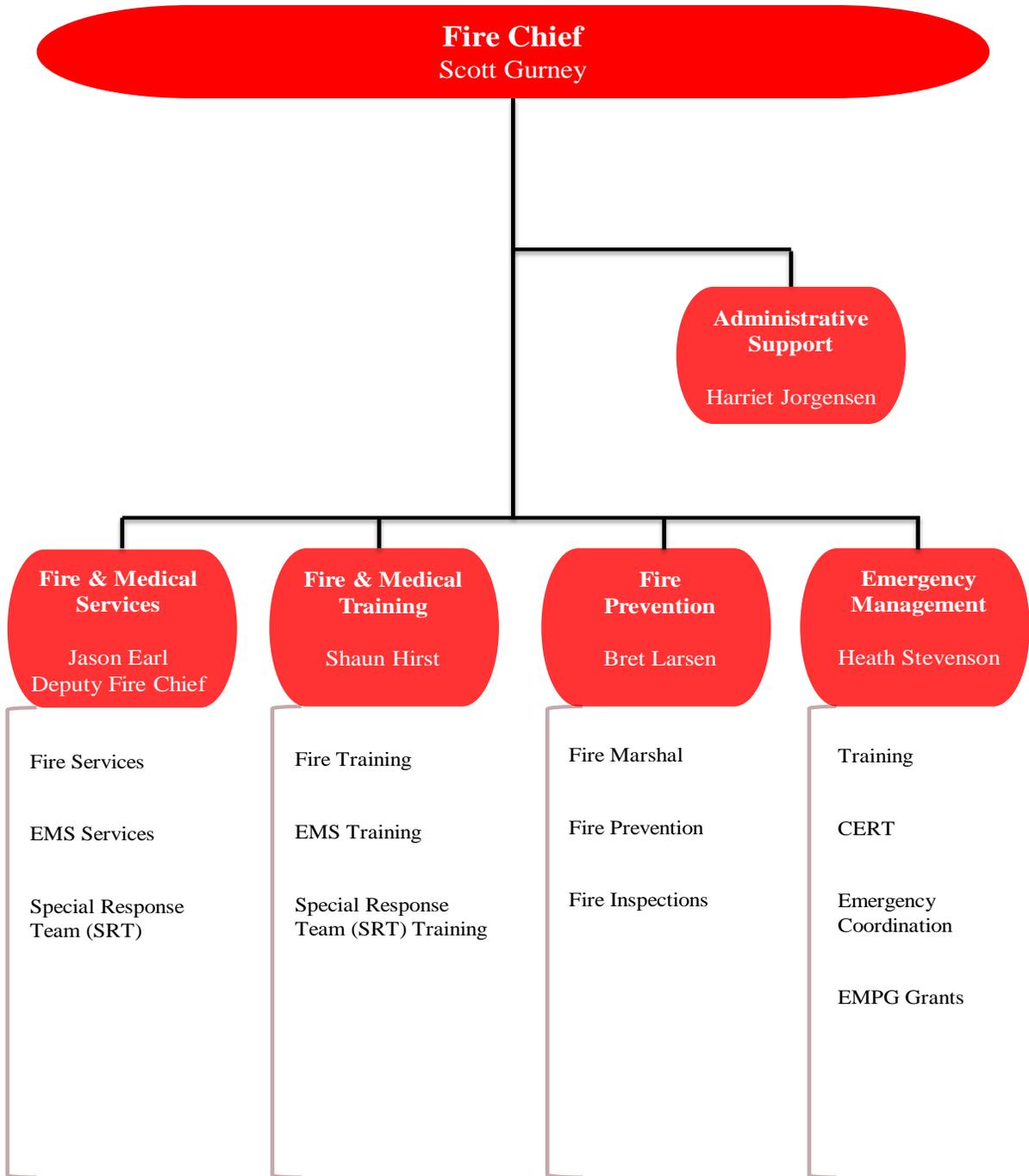
PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ESTIMATED</u>	<u>ADOPTED</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>Support Services</u>						
Full-time:						
Police Captain	16	\$37.89	\$56.84	1.00	1.00	1.00
Police Lieutenant	15	\$34.65	\$51.98	1.00	3.00	3.00
Police Sergeant	13	\$28.98	\$43.47	0.00	0.00	1.00
Crime Analyst/Body Camera Spclst	8	\$18.53	\$27.80	0.00	0.00	1.00
Evidence Custodian/Technician	8	\$18.53	\$27.80	1.00	1.00	1.00
Records Office Supervisor	7	\$16.95	\$25.43	1.00	1.00	1.00
Community Service Specialist	6	\$15.50	\$23.25	5.00	4.00	4.00
				9.00	10.00	12.00
Variable-hour/Seasonal:						
Evidence Technicain Assistant	N/A	\$10.00	\$14.00	0.25	0.25	0.25
Secretary	N/A	\$9.26	\$13.89	0.50	0.50	0.50
Crossing Guard	N/A	\$7.25	\$10.56	15.50	15.50	15.50
				16.25	16.25	16.25
				25.25	26.25	28.25
<u>Communications & Dispatch Services-Lindon</u>						
Full-time:						
Police Lieutenant	15	\$34.65	\$51.98	1.00	0.00	0.00
Communications Supervisor	9	\$20.27	\$30.40	1.00	1.00	1.00
Lead Dispatcher	8	\$18.53	\$27.80	4.00	5.00	5.00
Dispatcher	7	\$16.95	\$25.43	15.00	15.00	15.00
				21.00	21.00	21.00
Part-time:						
Dispatcher	7	\$16.95	\$25.43	1.50	1.50	1.50
Variable-hour/Seasonal:						
Dispatcher - On-call	N/A	\$15.70	\$23.56	1.30	1.30	1.30
				22.30	22.30	22.30
<u>Animal Control, Bailiffs & Community Education</u>						
Full-time:						
Animal Control Officer	7	\$16.95	\$25.43	2.00	2.00	2.00
				2.00	2.00	2.00
Variable-hour/Seasonal:						
NOVA Instructor	N/A	\$25.55	\$38.33	1.00	1.00	0.00
Senior Bailiff / Bailiff	N/A	\$13.17	\$21.57	2.00	2.00	0.00
				3.00	3.00	0.00
				5.00	5.00	2.00
<u>TOTAL POLICE</u>						
Full-time				117.00	124.00	130.00
Part-time				1.50	1.50	1.50
Variable-hour/Seasonal				21.30	21.20	18.20
TOTAL FULL-TIME EQUIVALENTS (FTE)				139.80	146.70	149.70

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FIRE



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FIRE

OVERVIEW

The Fire department provides fire suppression, emergency medical (EMS), special rescue, fire prevention, and emergency management services. The department has three fire stations located within Orem City and operates a fourth station through a contract with Lindon City. The department also provides contracted fire and medical services to Vineyard City.

The department responds to over 6,900 calls for service annually. It also conducts approximately 1,750 business and construction fire inspections with approximately 655 plan reviews annually. The Fire department also hosts an annual fire prevention open house to educate the community about various safety topics. The department also participates regularly in fire and EMS education events when requested by community, religious, and special interest groups.

The Fire department includes the following divisions:

- Administration
- Operations – Fire / EMS / Special Response Rescue
- Fire Prevention – Investigations / Commercial & New Construction Inspections / Public Education
- Emergency Management

Challenges addressed in this budget:

- Provides funding for the replacement of aging Ladder Truck (\$1,220,000) – Funded over 2 Years.
- Provides funding for the replacement of aging Life Pack 15 cardiac monitors (\$186,000) – Funded over 3 Years.
- Provides funding for the replacement of aging Brush Truck (\$160,000) – Funded over 3 Years.
- Provides funding for the replacement of Fire Inspector pickup (\$35,000).
- Continues funding for advanced strategic, tactical and task level training for Fire Officers and Firefighters commensurate with new occupancy types in the City.
- Continues various maintenance and repair costs associated with fire apparatus fleet.

Challenges remaining:

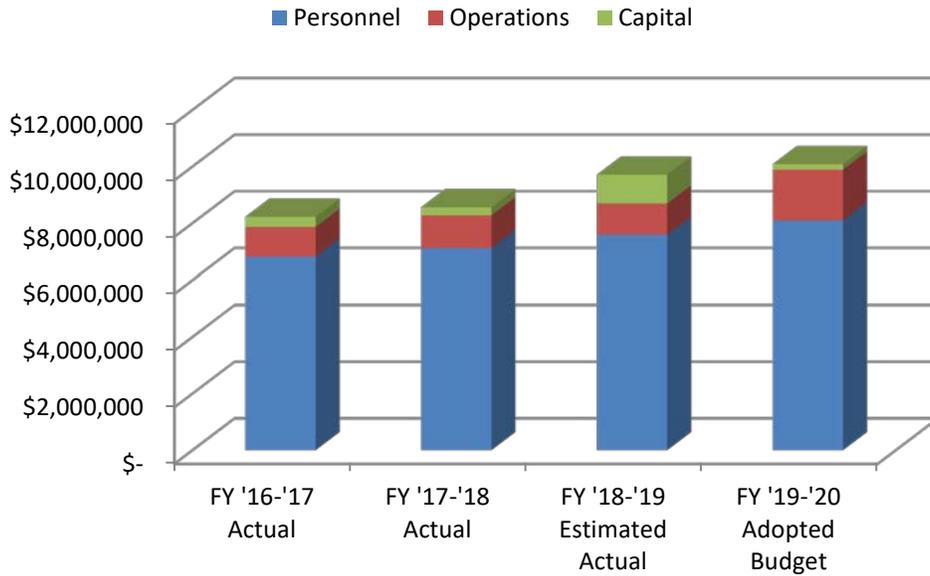
- Continuing to work with Vineyard City to identify needs for the construction and staffing of Fire Station #6 in Vineyard.
- Identifying and securing funding for construction and staffing of Fire Station #4.
- Maintaining operational levels of staffing and appropriate apparatus to meet community service demands.
- Recruitment and retention of qualified employees.

**CITY OF OREM
ADOPTED BUDGET**

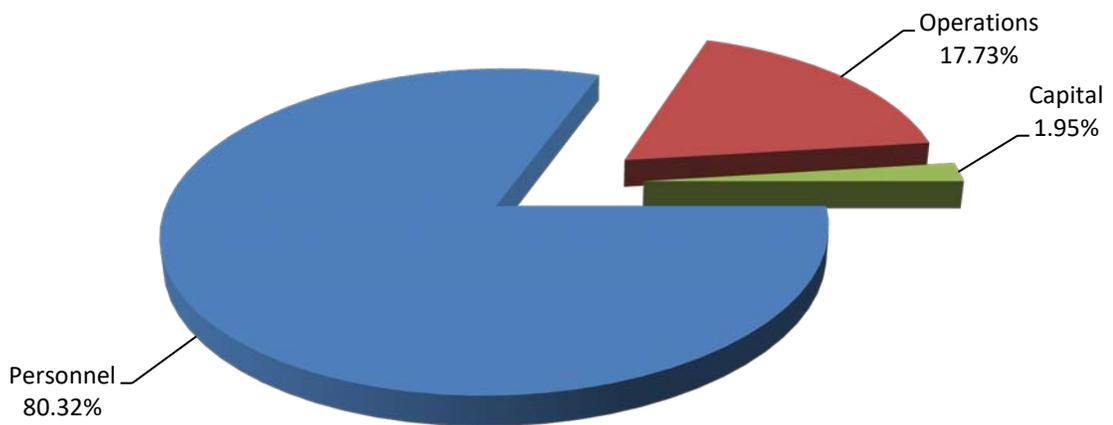
FISCAL YEAR 2019-2020

FIRE

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FIRE

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Fire Administration</u>					
Personnel	\$ 248,385	\$ 390,043	\$ 434,875	\$ 461,422	3
Operations	7,139	12,674	16,123	15,133	
Capital	37,444	35,673	-	-	
	<u>292,968</u>	<u>438,390</u>	<u>450,998</u>	<u>476,555</u>	
<u>Fire & Medical Services</u>					
Personnel	6,233,831	6,366,264	6,763,263	7,225,371	64
Operations	998,009	1,090,381	1,031,939	1,717,513	
Capital	311,786	237,751	1,018,460	197,000	
	<u>7,543,626</u>	<u>7,694,396</u>	<u>8,813,662</u>	<u>9,139,884</u>	
<u>Fire Prevention</u>					
Personnel	262,757	271,485	299,714	317,633	3
Operations	14,023	13,716	23,015	19,681	
Capital	-	-	-	-	
	<u>276,780</u>	<u>285,201</u>	<u>322,729</u>	<u>337,314</u>	
<u>EMS State Grant</u>					
Personnel	-	-	-	-	0
Operations	-	-	-	-	
Capital	9,528	9,293	-	-	
	<u>9,528</u>	<u>9,293</u>	<u>-</u>	<u>-</u>	
<u>Emergency Management</u>					
Personnel	75,106	88,842	89,857	94,119	1
Operations	25,895	43,484	35,160	35,160	
Capital	-	-	-	-	
	<u>101,001</u>	<u>132,326</u>	<u>125,017</u>	<u>129,279</u>	
<u>TOTAL FIRE DEPARTMENT</u>					
Personnel	\$ 6,820,079	\$ 7,116,634	\$ 7,587,709	\$ 8,098,545	71
Operations	1,045,066	1,160,255	1,106,237	1,787,487	
Capital	358,758	282,717	1,018,460	197,000	
TOTALS	<u>\$ 8,223,903</u>	<u>\$ 8,559,606</u>	<u>\$ 9,712,406</u>	<u>\$ 10,083,032</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FIRE

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>FY '19-'20</u>
<u>Fire Administration</u>						
Full-time:						
Fire Chief	19	\$48.65	\$72.98	1.00	1.00	1.00
Deputy Fire Chief	17	\$40.59	\$60.89	1.00	1.00	1.00
Administrative Secretary	8	\$17.96	\$26.94	1.00	1.00	1.00
				<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<u>Fire & Medical Services</u>						
Full-time:						
Fire Battalion Chief	15	\$33.86	\$50.80	4.00	4.00	4.00
Fire Captain	13	\$28.25	\$42.38	12.00	12.00	12.00
Fire Engineer	11	\$23.57	\$35.36	12.00	12.00	12.00
Firefighter/Paramedic	10	\$21.53	\$32.30	36.00	36.00	33.00
Firefighter/Advanced EMT	8	\$17.96	\$26.94	0.00	0.00	3.00
				<u>64.00</u>	<u>64.00</u>	<u>64.00</u>
Variable-hour/Seasonal:						
Firefighter/Paramedic	N/A	\$21.32	\$31.98	0.05	0.05	0.05
Fleet Mechanic	N/A	\$17.15	\$25.73	0.05	0.05	0.05
				<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
				<u>64.10</u>	<u>64.10</u>	<u>64.10</u>
<u>Fire Prevention</u>						
Full-time:						
Fire Marshal	14	\$30.93	\$46.40	1.00	1.00	1.00
Fire Prevention Specialist	9	\$19.66	\$29.50	2.00	2.00	2.00
				<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<u>Emergency Management</u>						
Full-time:						
Emergency Manager	12	\$25.80	\$38.71	1.00	1.00	1.00
Variable-hour/Seasonal:						
Emergency Manager-Flexible	N/A	\$25.55	\$38.33	0.25	0.00	0.00
				<u>1.25</u>	<u>1.00</u>	<u>1.00</u>
<u>TOTAL FIRE DEPARTMENT</u>						
Full-time				71.00	71.00	71.00
Part-time				0.00	0.00	0.00
Variable-hour/Seasonal				0.35	0.10	0.10
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>71.35</u>	<u>71.10</u>	<u>71.10</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

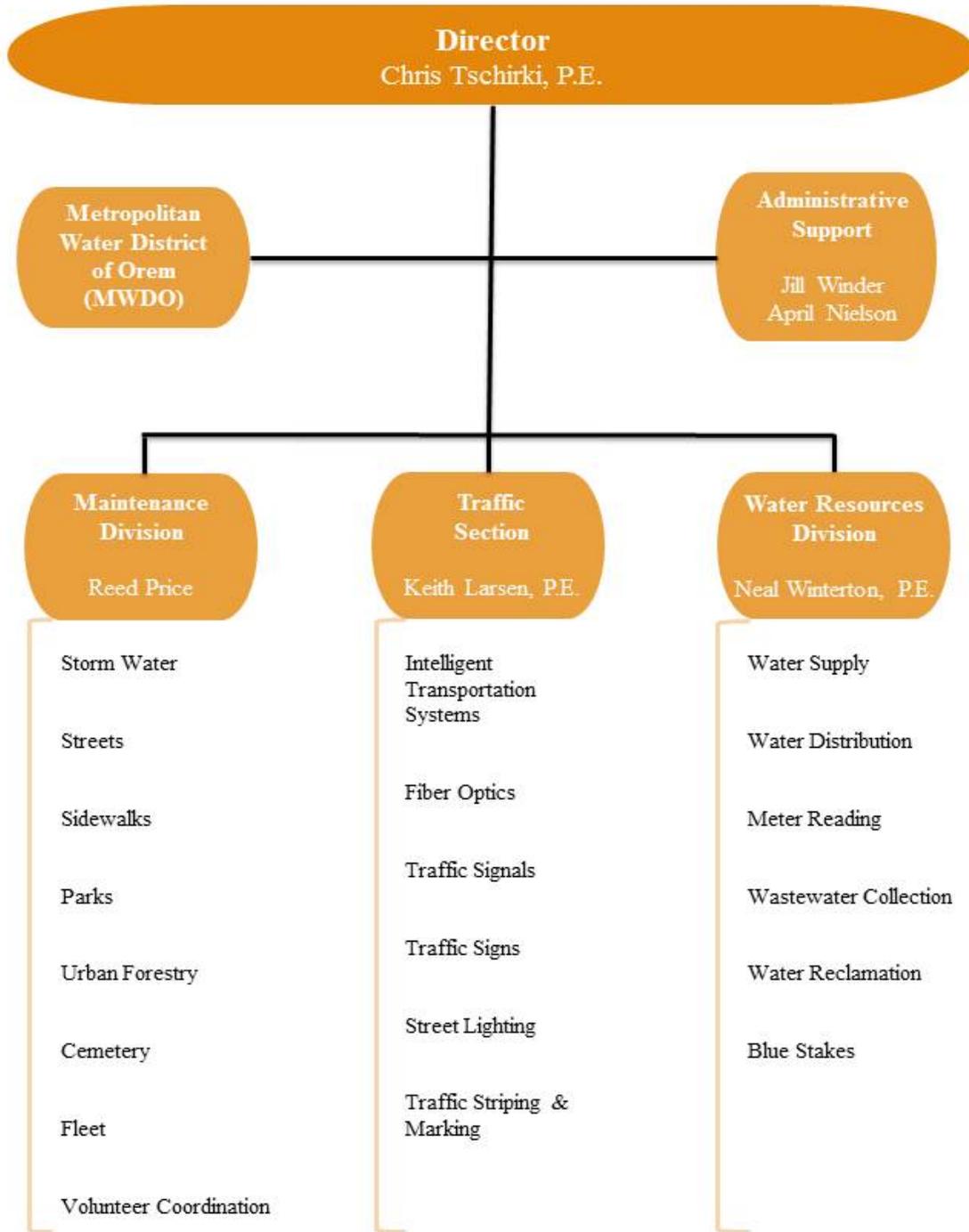
FIRE



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

PUBLIC WORKS



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

PUBLIC WORKS

OVERVIEW

The Public Works department is responsible for the maintenance of streets, sidewalks, parks, cemetery, street signs, street striping, fiber optics, fleet services, and the operation of water, sewer, storm water, and street lighting utilities.

The Public Works department includes the following divisions (some are not operated within the General Fund):

- Public Works Administration
- Intelligent Transportation Systems (ITS), Traffic and Street Signs, Signals, and Markings
- Street Lighting (*Street Lighting Special Service District*)
- Fleet Maintenance Services (*Fleet Maintenance Fund*)
- Streets and State Road Fund (*Road Fund*)
- Transportation System Fund (*Transportation Sales Tax Fund*)
- Parks, Cemetery, and Urban Forestry, Horticulture, and Volunteers
- Storm Water Collection, Detention, and Management (*Storm Water Fund*)
- Water Administration, Supply, Distribution, and Meter Reading (*Water Fund*)
- Wastewater Administration, Collection, and Treatment (*Water Reclamation Fund*)

Challenges addressed in this budget:

- Provides funding to continue addressing the abandonment of the West Union Canal (owned and operated by the West Union Canal Company), an aging storm water conveyance facility in the City.
- Increased revenues and identified projects related to the adoption of the Water, Sewer, and Storm Water Utility Master Plans 7-year model.
- Includes funding for various vehicle replacements and replacing several leased backhoes.
- Provides funding for a new Public Works Crew Leader in Storm Water and Technician in Parks.
- Provides funding to replace approximately 5,000 water meters and updating them with Automated Metering Infrastructure (AMI) technology.
- Provides funding for replacing various playground structures, tennis court(s), and sprinkler systems at several of the City's parks.
- Provides initial funding for a new 10 mg water storage tank.
- Provides funding to replace critical equipment at the Water Reclamation facility.

Challenges remaining:

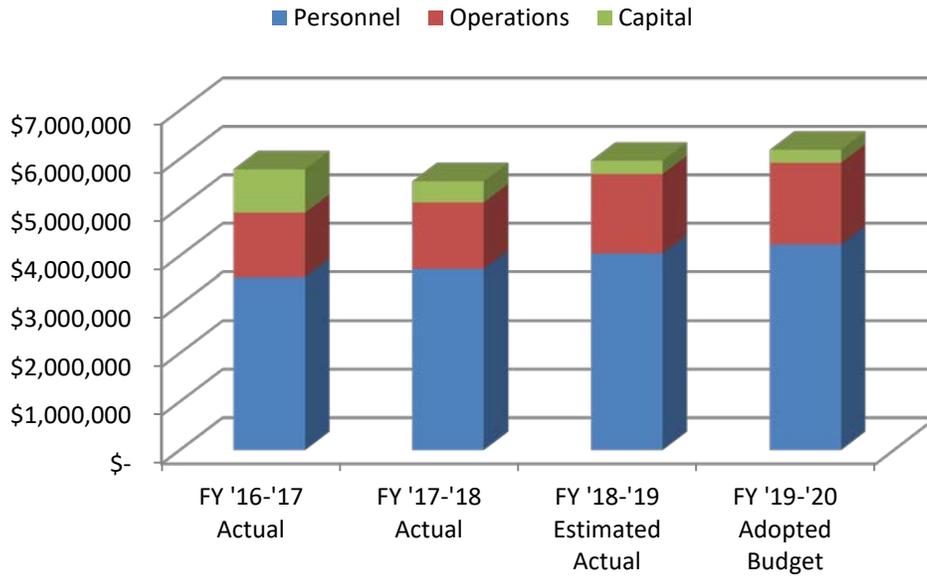
- Funding the replacement and maintenance of aging utility and road infrastructure in a timely manner.
- Funding for the ongoing repair and maintenance of City streets and sidewalks.
- Maintaining streets at a Pavement Management System OCI rating of 80 or above.
- Maintaining and replacing a large fleet of vehicles and smaller equipment.
- Constructing a new culinary water storage facility to meet current requirements.
- Installing automated metering infrastructure (AMI) city-wide to reduce per capita water consumption.
- Addressing ongoing challenges presented by the abandonment of the West Union Canal.
- Working with developers to construct infrastructure improvements in the southwest annexation area.
- Further implement Orem's Water Conservation Plan by reducing per capita water use by 25% by 2025.

**CITY OF OREM
ADOPTED BUDGET**

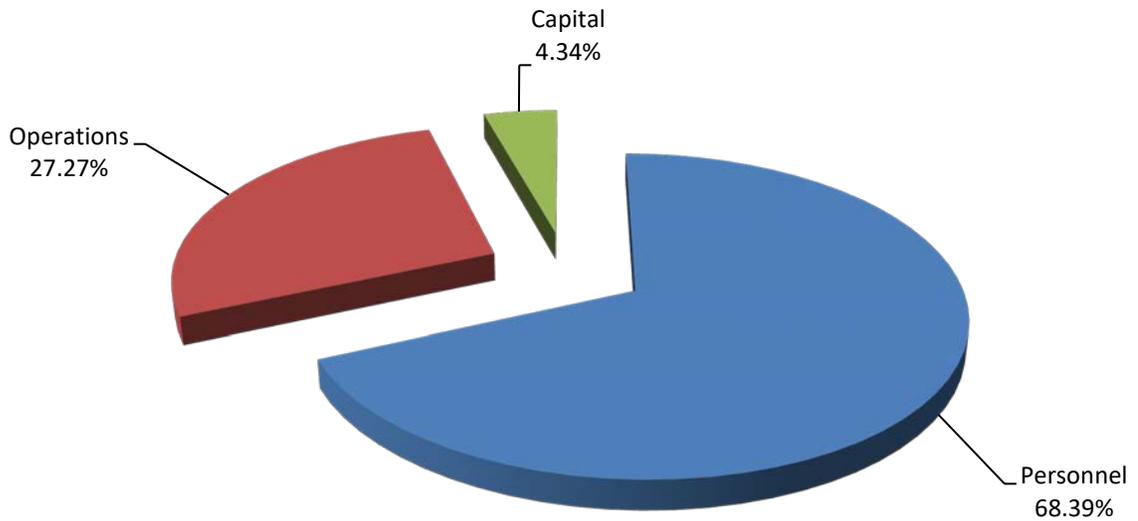
FISCAL YEAR 2019-2020

PUBLIC WORKS

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

PUBLIC WORKS

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Public Works Administration</u>					
Personnel	\$ 370,085	\$ 400,701	\$ 397,830	\$ 343,918	3
Operations	27,491	20,533	15,650	15,650	
Capital	-	-	-	3,200	
	<u>397,576</u>	<u>421,234</u>	<u>413,480</u>	<u>362,768</u>	
<u>Traffic & Signs</u>					
Personnel	421,372	426,006	454,645	469,285	4
Operations	143,566	137,018	197,822	188,868	
Capital	72,856	51,957	18,000	-	
	<u>637,794</u>	<u>614,981</u>	<u>670,467</u>	<u>658,153</u>	
<u>Maintenance Administration</u>					
Personnel	135,359	141,742	149,046	155,560	1
Operations	3,945	2,956	6,000	6,000	
Capital	-	-	-	-	
	<u>139,304</u>	<u>144,698</u>	<u>155,046</u>	<u>161,560</u>	
<u>Streets</u>					
Personnel	1,029,039	1,072,851	1,168,567	1,228,934	13
Operations	205,913	202,941	304,938	303,798	
Capital	46,553	64,071	236,447	245,000	
	<u>1,281,505</u>	<u>1,339,863</u>	<u>1,709,952</u>	<u>1,777,732</u>	
<u>Parks</u>					
Personnel	1,292,298	1,356,039	1,470,874	1,617,290	14
Operations	836,874	919,172	1,001,027	1,058,619	
Capital	773,361	247,756	20,000	20,000	
	<u>2,902,533</u>	<u>2,522,967</u>	<u>2,491,901</u>	<u>2,695,909</u>	
<u>Cemetery</u>					
Personnel	214,086	217,045	288,286	294,305	3
Operations	66,290	58,834	80,077	77,739	
Capital	1,587	69,402	-	-	
	<u>281,963</u>	<u>345,281</u>	<u>368,363</u>	<u>372,044</u>	
<u>Urban Forestry & Horticulture</u>					
Personnel	101,369	112,272	115,147	120,962	1
Operations	39,929	32,084	35,902	36,103	
Capital	-	-	-	-	
	<u>141,298</u>	<u>144,356</u>	<u>151,049</u>	<u>157,065</u>	
<u>TOTAL PUBLIC WORKS</u>					
Personnel	\$ 3,563,608	\$ 3,726,656	\$ 4,044,395	\$ 4,230,254	39
Operations	1,324,008	1,373,538	1,641,416	1,686,777	
Capital	894,357	433,186	274,447	268,200	
TOTALS	<u>\$ 5,781,973</u>	<u>\$ 5,533,380</u>	<u>\$ 5,960,258</u>	<u>\$ 6,185,231</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

PUBLIC WORKS

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL	ESTIMATED	ADOPTED
				FY '17-'18	FY '18-'19	BUDGET FY '19-'20
<u>Public Works Administration</u>						
Full-time:						
Public Works Director	19	\$49.54	\$74.31	1.00	1.00	1.00
PW Management Analyst	12	\$26.50	\$39.75	1.00	1.00	0.00
Administrative Secretary	8	\$18.53	\$27.80	1.00	1.00	1.00
Secretary	6	\$15.50	\$23.25	1.00	1.00	1.00
				<u>4.00</u>	<u>4.00</u>	<u>3.00</u>
<u>Traffic & Signs</u>						
Full-time:						
Engineer Section Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
ITS Engineer	12	\$26.50	\$39.75	1.00	1.00	1.00
Traffic Sign Specialist	8	\$18.53	\$27.80	1.00	1.00	1.00
Public Works Technician	7	\$16.95	\$25.43	1.00	1.00	1.00
				<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Variable-hour/Seasonal:						
Traffic Intern	N/A	\$9.26	\$13.89	1.25	1.25	1.25
Laborer	N/A	\$8.48	\$12.72	0.75	0.75	0.75
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
				<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
<u>Maintenance Administration</u>						
Full-time:						
Maintenance Division Manager	16	\$37.89	\$56.84	1.00	1.00	1.00
<u>Streets</u>						
Full-time:						
Streets Section Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
Public Works Field Supervisor	11	\$24.23	\$36.35	1.00	1.00	1.00
Engineering Specialist	10	\$22.16	\$33.24	1.00	1.00	1.00
Public Works Crew Leader	9	\$20.27	\$30.40	3.00	3.00	3.00
Construction Technician	8	\$18.53	\$27.80	3.00	3.00	3.00
Public Works Technician	7	\$16.95	\$25.43	4.00	4.00	4.00
				<u>13.00</u>	<u>13.00</u>	<u>13.00</u>
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	3.50	3.50	3.50
				<u>16.50</u>	<u>16.50</u>	<u>16.50</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

PUBLIC WORKS

PERSONNEL SUMMARY

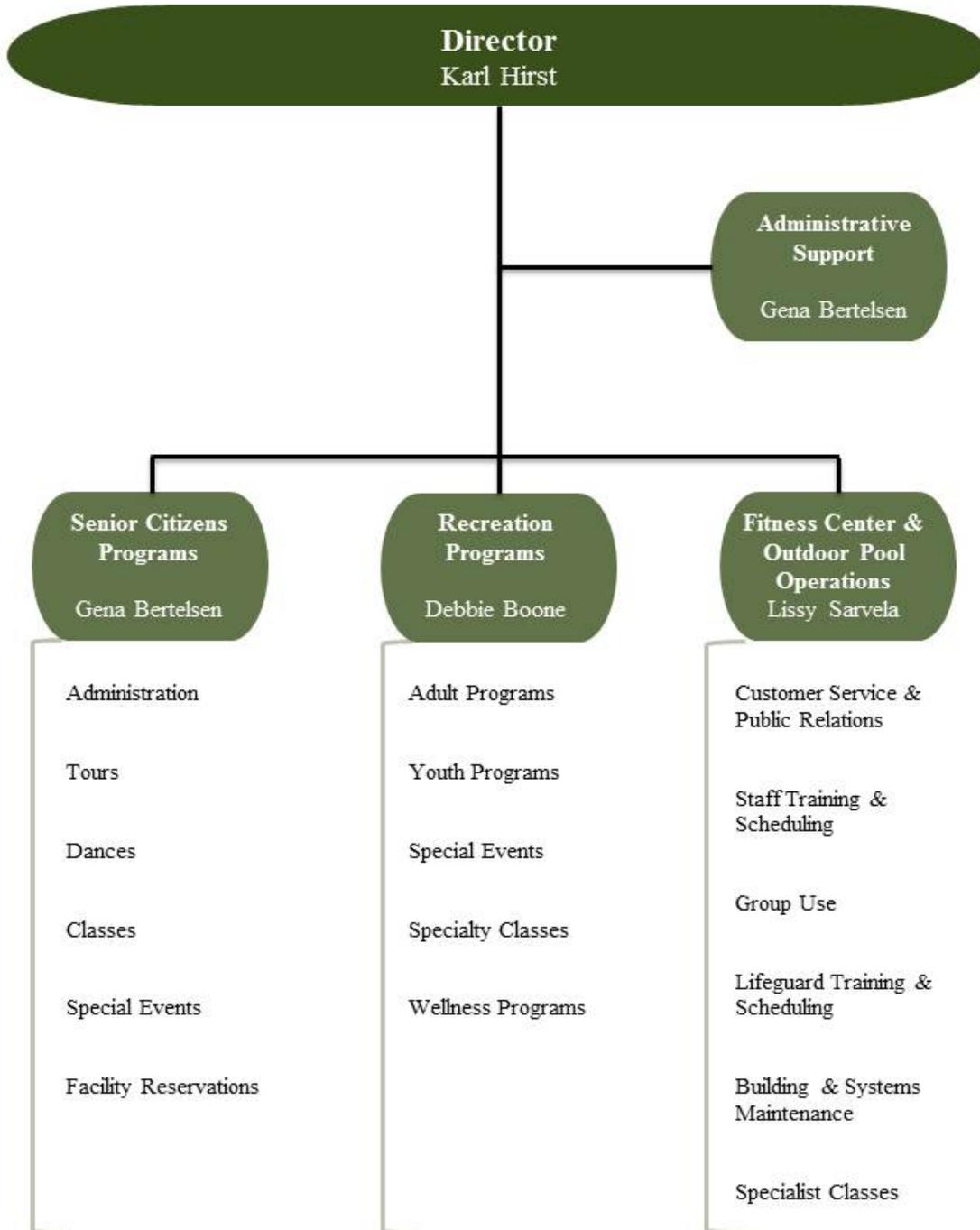
<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>Parks</u>						
Full-time:						
Parks Section Manager	13	\$28.98	\$43.47	1.00	1.00	1.00
Public Works Crew Leader	9	\$20.27	\$30.40	3.00	3.00	3.00
PW Program Specialist	9	\$20.27	\$30.40	1.00	1.00	1.00
Public Works Technician	7	\$16.95	\$25.43	8.00	8.00	9.00
				<u>13.00</u>	<u>13.00</u>	<u>14.00</u>
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	22.00	22.00	22.00
				<u>22.00</u>	<u>22.00</u>	<u>22.00</u>
				<u>35.00</u>	<u>35.00</u>	<u>36.00</u>
<u>Cemetery</u>						
Full-time:						
Cemetery Sexton	9	\$20.27	\$30.40	1.00	1.00	1.00
Public Works Technician	7	\$16.95	\$25.43	1.00	2.00	2.00
				<u>2.00</u>	<u>3.00</u>	<u>3.00</u>
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	3.50	3.50	3.50
				<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
				<u>5.50</u>	<u>6.50</u>	<u>6.50</u>
<u>Urban Forestry & Horticulture</u>						
Full-time:						
Horticulturist / Urban Forester	10	\$22.16	\$33.24	1.00	1.00	1.00
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	1.25	1.25	1.25
				<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
				<u>2.25</u>	<u>2.25</u>	<u>2.25</u>
<u>TOTAL PUBLIC WORKS</u>						
Full-time				38.00	39.00	39.00
Part-time				0.00	0.00	0.00
Variable-hour/Seasonal				32.25	32.25	32.25
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>70.25</u>	<u>71.25</u>	<u>71.25</u>

Note: A Deputy Public Works Director has been included within this budget as a Grade 17 position (\$41.43 to \$62.15).
The position will be a promotion from within and not an additional employee.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION

OVERVIEW

The Recreation department operates out of both the General Fund and the Recreation Fund. The General Fund is responsible for the overall administration of the department and provides funding for the Senior Citizens and Programs divisions. The Senior Citizens division plans, administers, and supervises comprehensive senior programs and activities primarily located in the City of Orem Senior Friendship Center. The Programs division plans, administers, and supervises comprehensive youth and adult sports programs, special events, and park youth activities. The Recreation Fund is responsible for all Fitness Center and Scera Park Pools operations and maintenance. The Recreation Fund plans, administers, and supervises a full range of programs and services associated with a full scale fitness center and swimming pools.

The Recreation department includes the following divisions:

- Recreation Administration
- Senior Citizens Activities and Programs
- Programs Division
- Fitness Center & Scera Park Pools Administration (*Recreation Fund*)
- Fitness Center Operations (*Recreation Fund*)
- Fitness Center Facilities (*Recreation Fund*)
- Scera Park Pools Facilities & Operations (*Recreation Fund*)

Challenges addressed in this budget:

- Increasing fee structure to match additional costs and competitive market.
- Provides funding for capital improvements at the Scera Park pools.
- Provides funding to replace aging heat exchangers at the Fitness Center pool.
- Increased marketing funds targeting the Fitness Center.

Challenges remaining:

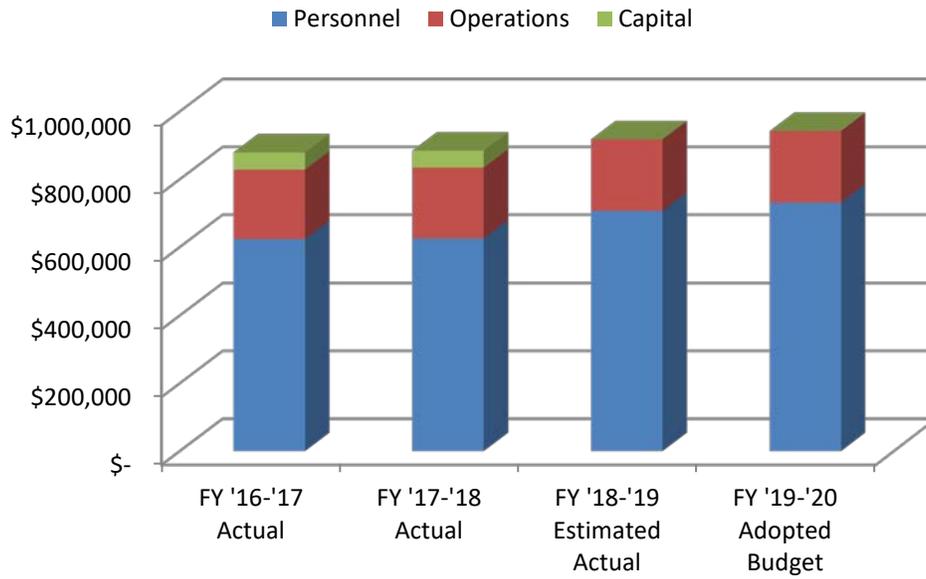
- Keep pace with increased demands for services and facilities.
- Establishing an ongoing maintenance plan for the Scera Park Pools.
- Be competitive in the local job market and retain current employees.
- Covering ongoing maintenance and repair costs of the Senior Center.
- Continuing pool and satellite operations during the Fitness Center reconstruction.

**CITY OF OREM
ADOPTED BUDGET**

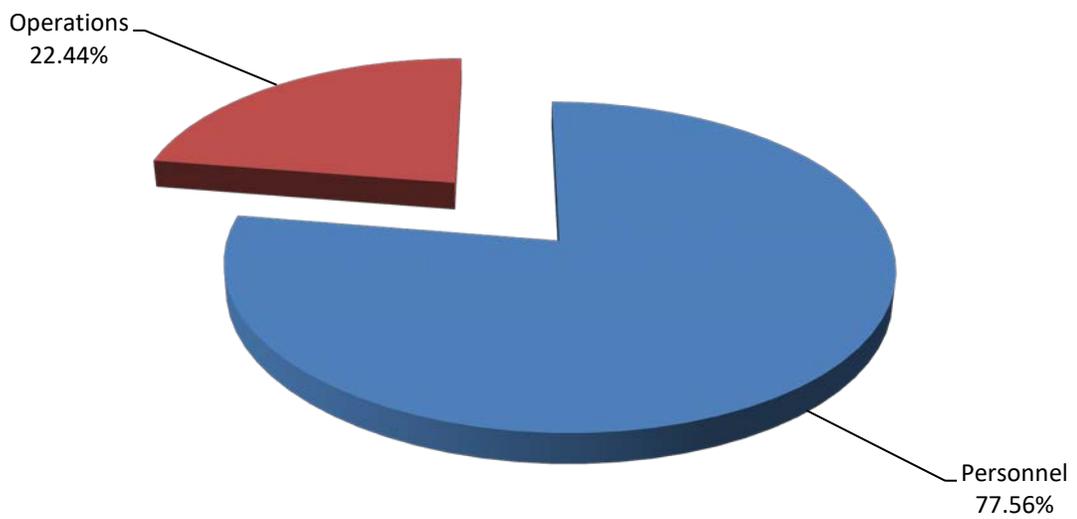
FISCAL YEAR 2019-2020

RECREATION

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Recreation Administration</u>					
Personnel	\$ 172,059	\$ 176,201	\$ 184,568	\$ 193,205	1
Operations	25,052	28,684	40,250	40,250	
Capital	49,571	49,870	-	-	
	<u>246,682</u>	<u>254,755</u>	<u>224,818</u>	<u>233,455</u>	
<u>Senior Citizens</u>					
Personnel	129,980	129,996	136,320	140,030	1
Operations	11,034	13,335	12,498	12,044	
Capital	900	-	-	-	
	<u>141,914</u>	<u>143,331</u>	<u>148,818</u>	<u>152,074</u>	
<u>Programs Administration</u>					
Personnel	223,871	220,266	284,252	296,404	3
Operations	17,565	20,973	21,882	22,629	
	<u>241,436</u>	<u>241,239</u>	<u>306,134</u>	<u>319,033</u>	
<u>Softball / T-Ball / Coach & Machine Pitch</u>					
Personnel	36,472	41,729	41,055	41,055	0
Operations	102,676	99,765	83,720	83,720	
	<u>139,148</u>	<u>141,494</u>	<u>124,775</u>	<u>124,775</u>	
<u>Basketball</u>					
Personnel	31,901	29,558	30,975	30,975	0
Operations	27,076	26,440	25,700	25,700	
	<u>58,977</u>	<u>55,998</u>	<u>56,675</u>	<u>56,675</u>	
<u>Summer Youth Parks / Sports Camps</u>					
Personnel	15,504	13,279	12,810	12,810	0
Operations	3,468	1,813	2,700	2,700	
	<u>18,972</u>	<u>15,092</u>	<u>15,510</u>	<u>15,510</u>	
<u>Tennis</u>					
Personnel	5,997	6,178	5,775	5,775	0
Operations	1,054	480	1,900	1,900	
	<u>7,051</u>	<u>6,658</u>	<u>7,675</u>	<u>7,675</u>	
<u>Volleyball</u>					
Personnel	1,963	1,761	2,100	2,100	0
Operations	6,847	6,205	6,600	6,600	
	<u>8,810</u>	<u>7,966</u>	<u>8,700</u>	<u>8,700</u>	
<u>All Other Programs</u>					
Personnel	5,520	6,293	8,516	8,516	0
Operations	10,343	11,158	15,940	15,940	
	<u>15,863</u>	<u>17,451</u>	<u>24,456</u>	<u>24,456</u>	
<u>TOTAL RECREATION</u>					
Personnel	\$ 623,267	\$ 625,261	\$ 706,371	\$ 730,870	5
Operations	205,115	208,853	211,190	211,483	
Capital	50,471	49,870	-	-	
TO TALS	<u>\$ 878,853</u>	<u>\$ 883,984</u>	<u>\$ 917,561</u>	<u>\$ 942,353</u>	

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Recreation Administration</u>						
Full-time:						
Recreation Director	18	\$45.31	\$67.96	1.00	1.00	1.00
<u>Senior Citizens</u>						
Full-time:						
Recreation Program Coordinator	9	\$20.27	\$30.40	1.00	1.00	1.00
Variable-hour/Seasonal:						
Service Worker	N/A	\$8.48	\$12.72	1.25	1.25	1.25
Receptionist	N/A	\$7.70	\$11.55	1.50	1.50	1.50
				<u>2.75</u>	<u>2.75</u>	<u>2.75</u>
				3.75	3.75	3.75
<u>Program Administration</u>						
Full-time:						
Recreation Manager - Programs	13	\$28.98	\$43.47	1.00	1.00	1.00
Recreation Program Coordinator	9	\$20.27	\$30.40	2.00	2.00	2.00
				<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Variable-hour/Seasonal:						
Tennis Specialist	N/A	\$10.11	\$15.16	0.15	0.15	0.15
Track Supervisor	N/A	\$10.11	\$15.16	0.05	0.05	0.05
Sports Supervisor	N/A	\$8.48	\$12.72	0.40	0.40	0.40
Recreation Assistant	N/A	\$7.70	\$11.55	3.25	3.25	3.25
Concessions	N/A	\$7.70	\$11.55	0.20	0.20	0.20
				<u>4.05</u>	<u>4.05</u>	<u>4.05</u>
				7.05	7.05	7.05
<u>TOTAL RECREATION</u>						
Full-time				5.00	5.00	5.00
Part-time				0.00	0.00	0.00
Variable-hour/Seasonal				6.80	6.80	6.80
TOTAL FULL-TIME EQUIVALENTS (FTE)				11.80	11.80	11.80

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

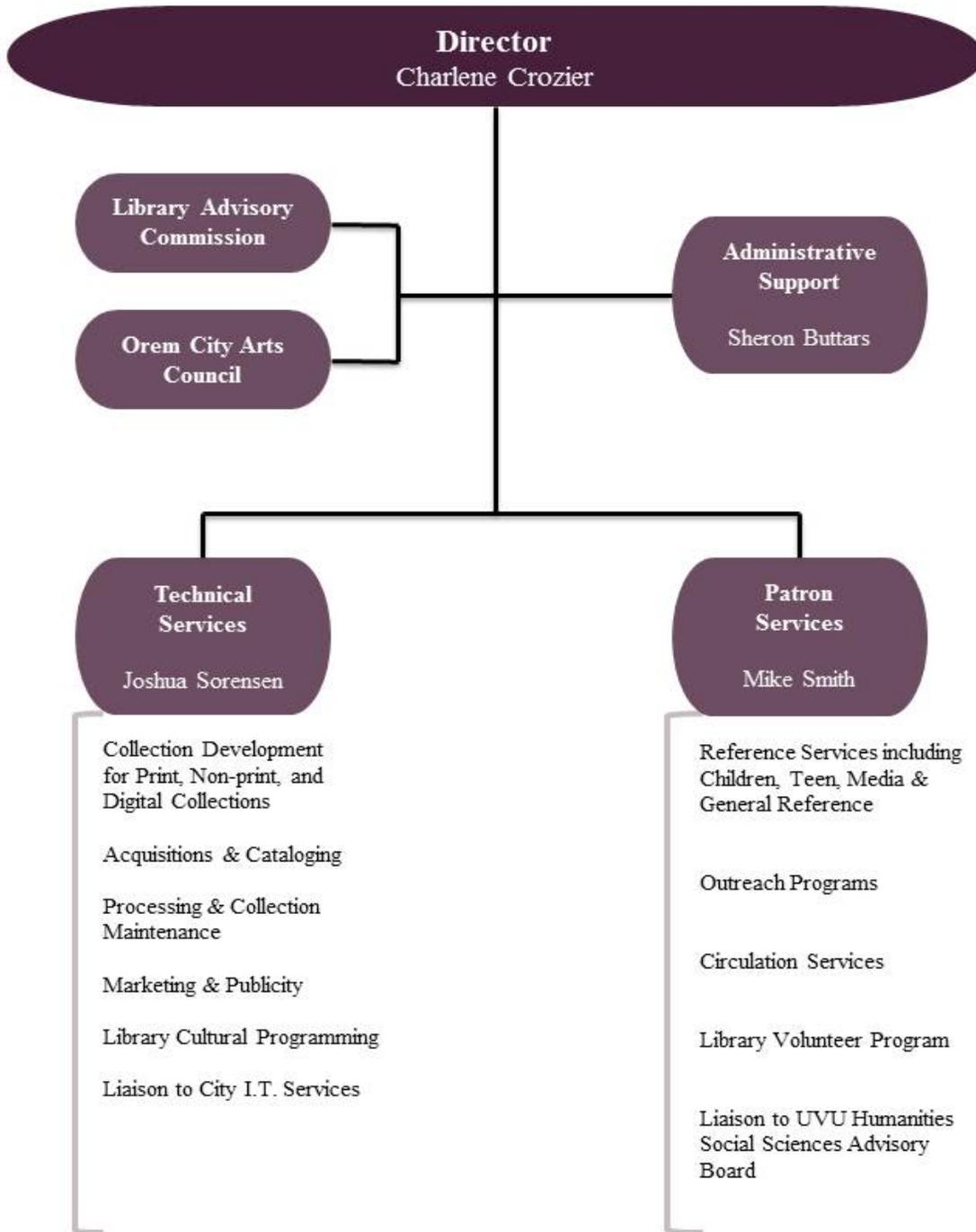
RECREATION



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LIBRARY



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LIBRARY

OVERVIEW

The Orem Public Library supports community members of all ages in lifelong learning by providing a collection of over 300,000 print and non-print media items, reference and advisory services, cultural programs for patrons of all ages, and touring art exhibits. The library has four distinct collections: Adults/Teen, Children, E-materials, and Media. Over 412,000 visits were made to the Library last year.

The Library offers a variety of programming to families and individuals of all ages and interests. In FY 2018, almost 45,000 patrons attended approximately 760 library programs ranging from children's activities to author visits and performances in dance, music, film, and visual arts.

The Adults/Teen collection includes a large reference section, current and classical fiction, large print books, Boy Scout merit badge books, and pamphlets and periodicals on topics of current interest. Internet services are available in this area as well as many databases for Utah history, science, and literature.

The Children's collection is one of the largest in the State of Utah with books, pamphlets, magazines, and read-alongs. Librarian assisted internet access and homework help are available in the reference area.

The Media collection includes contemporary films, old-time favorites, silent and foreign films, and television series media. A wide array of music and books on CD are also available. Additionally, the library offers e-books, e-audiobooks, and e-magazines.

The Library has a new Makerspace featuring programs, equipment, and tools for project creation, including 3-D printers, Mac computers, a sound booth, keyboards, and editing programs for music.

The Library offers seven study rooms for public use. On average, the rooms are used over 300 times each month.

During the previous summer, the Kid Zone opened in the Children's Library featuring an upgraded area for Toddler Tales and other laptime programs, activity panels, a puppet theater and stage, a book nook, and kid-friendly shelving and seating. Improvements to the Children's Main Reference Desk have been designed and are coming soon.

The Library department includes the following divisions:

- Library Administration
- Technical Services
- Patron Services

Challenges addressed in this budget:

- Provides funding to upgrade Radio Frequency Identification (RFID) checkout equipment and gates.
- Provides funding to investigate shelf-ready options for collection purchases.
- Provides construction funding for an auditorium to enhance the Library's program space.

Challenges remaining:

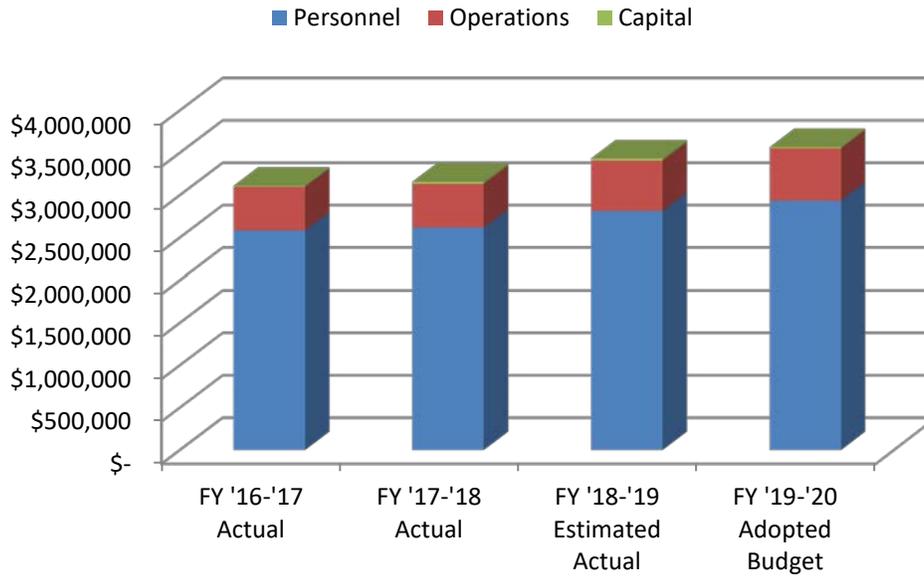
- Additional funding for e-materials.
- Additional funding for restroom upgrades in the Children's Wing.
- Additional funding to enhance the City's art collection.

**CITY OF OREM
ADOPTED BUDGET**

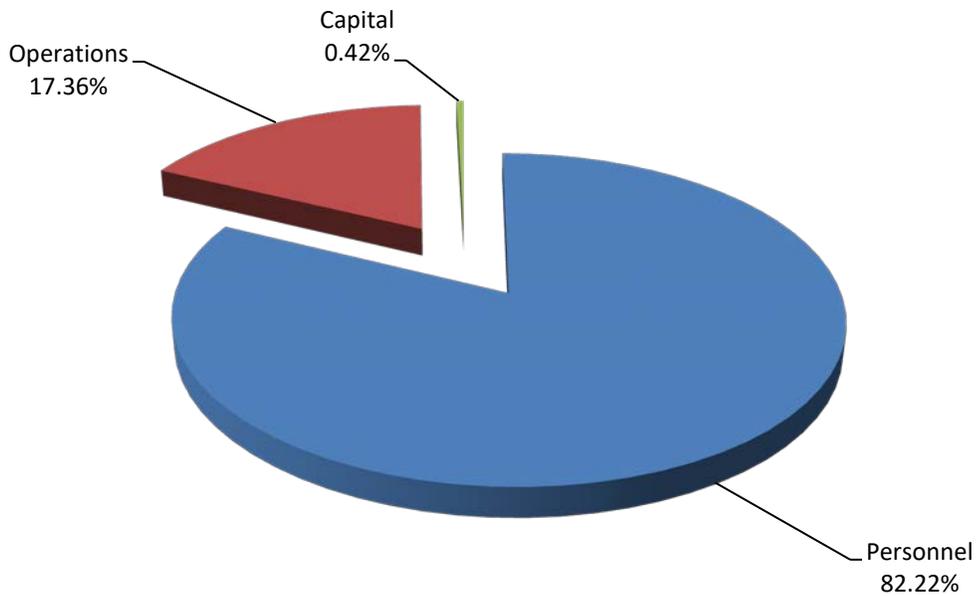
FISCAL YEAR 2019-2020

LIBRARY

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LIBRARY

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Library Administration</u>					
Personnel	\$ 236,053	\$ 246,145	\$ 255,064	\$ 267,650	2
Operations	92,179	66,791	87,795	87,795	
Capital	-	-	-	-	
	<u>328,232</u>	<u>312,936</u>	<u>342,859</u>	<u>355,445</u>	
<u>Technical Services</u>					
Personnel	909,793	874,223	1,007,287	969,128	12
Operations	307,199	315,953	346,095	370,195	
Capital	-	-	-	-	
	<u>1,216,992</u>	<u>1,190,176</u>	<u>1,353,382</u>	<u>1,339,323</u>	
<u>Patron Services</u>					
Personnel	1,435,083	1,494,758	1,549,041	1,696,375	19
Operations	29,571	36,867	28,365	28,365	
Capital	11,076	23,973	25,734	15,000	
	<u>1,475,730</u>	<u>1,555,598</u>	<u>1,603,140</u>	<u>1,739,740</u>	
<u>Video Services</u>					
Personnel	-	-	-	-	0
Operations	88,370	97,789	132,750	132,750	
Capital	-	-	-	-	
	<u>88,370</u>	<u>97,789</u>	<u>132,750</u>	<u>132,750</u>	
<u>TOTAL LIBRARY</u>					
Personnel	\$ 2,580,929	\$ 2,615,126	\$ 2,811,392	\$ 2,933,153	33
Operations	517,319	517,400	595,005	619,105	
Capital	11,076	23,973	25,734	15,000	
TOTALS	<u>\$ 3,109,324</u>	<u>\$ 3,156,499</u>	<u>\$ 3,432,131</u>	<u>\$ 3,567,258</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LIBRARY

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>FY '19-'20</u>
<u>Library Administration</u>						
Full-time:						
Library Director	18	\$45.31	\$67.96	1.00	1.00	1.00
Administrative Secretary	8	\$18.53	\$27.80	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Variable-hour/Seasonal:						
Office Clerk	N/A	\$7.70	\$11.55	0.25	0.25	0.25
				<u>2.25</u>	<u>2.25</u>	<u>2.25</u>
<u>Technical Services</u>						
Full-time:						
Library Division Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
Librarian	12	\$26.50	\$39.75	1.00	1.00	1.00
Associate Librarian	9	\$20.27	\$30.40	4.00	4.00	4.00
Assistant Librarian	7	\$16.95	\$25.43	2.00	3.00	3.00
				<u>8.00</u>	<u>9.00</u>	<u>9.00</u>
Part-time:						
Librarian	12	\$26.50	\$39.75	1.00	1.00	1.00
Associate Librarian	9	\$20.27	\$30.40	1.00	0.50	0.50
Assistant Librarian	7	\$16.95	\$25.43	0.50	0.50	0.50
				<u>2.50</u>	<u>2.00</u>	<u>2.00</u>
Variable-hour/Seasonal:						
Cataloging Librarian	N/A	\$19.47	\$29.21	0.90	0.90	0.90
Publicity & Events Specialist	N/A	\$11.04	\$16.56	0.80	0.80	0.80
Stage/Sound Technician	N/A	\$11.04	\$16.56	0.05	0.05	0.05
Library Assistant	N/A	\$9.26	\$13.89	1.85	1.85	1.85
Library Page	N/A	\$7.25	\$10.56	1.30	1.30	1.30
				<u>4.90</u>	<u>4.90</u>	<u>4.90</u>
				<u>9.40</u>	<u>9.90</u>	<u>9.90</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

LIBRARY

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Patron Services</u>						
Full-time:						
Library Division Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
Librarian	12	\$26.50	\$39.75	4.00	4.00	4.00
Associate Librarian	9	\$20.27	\$30.40	5.00	5.00	5.00
Assistant Librarian	7	\$16.95	\$25.43	3.00	3.00	3.00
				<u>13.00</u>	<u>13.00</u>	<u>13.00</u>
Part-time:						
Assistant Librarian	7	\$16.95	\$25.43	2.50	2.50	2.50
Variable-hour/Seasonal:						
Publicity & Events Specialist	N/A	\$11.04	\$16.56	0.55	0.55	0.55
Library Assistant	N/A	\$9.26	\$13.89	8.65	8.65	8.65
Library Page	N/A	\$7.25	\$10.56	4.10	4.10	4.10
				<u>13.30</u>	<u>13.30</u>	<u>13.30</u>
				<u>28.80</u>	<u>28.80</u>	<u>28.80</u>
<u>TOTAL LIBRARY</u>						
Full-time				23.00	24.00	24.00
Part-time				5.00	4.50	4.50
Variable-hour/Seasonal				18.45	18.45	18.45
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>46.45</u>	<u>46.95</u>	<u>46.95</u>

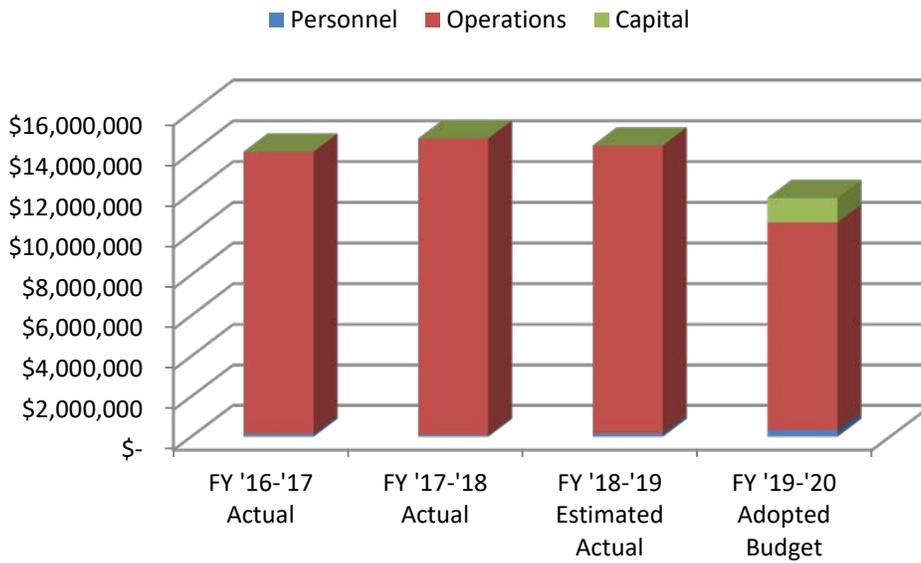
**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

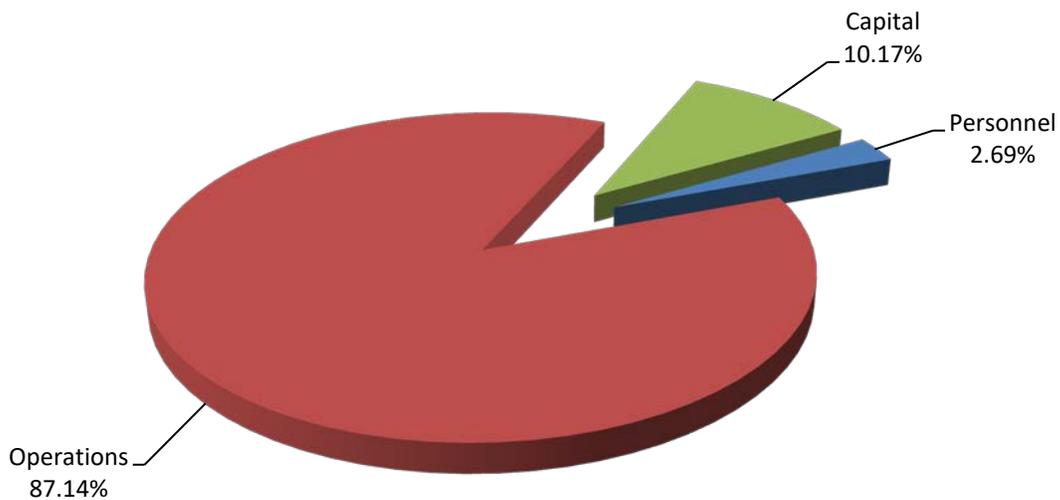
NON-DEPARTMENTAL

These accounts of the General Fund are used for expenditures that are not easily assigned to any one operating department (e.g. retiree benefits and inter-fund charges for insurance and information technology services) as well as inter-fund transfers and the Mayor/City Council's and City Manager's contingency funds.

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**NON-DEPARTMENTAL
EXPENDITURES SUMMARY**

EXPENDITURE CATEGORY	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF RET. *
<u>Personnel</u>					
Retiree Benefits	\$ 75,412	\$ 66,951	\$ 70,000	\$ 65,000	7
Vacation Benefit Costs	55,319	23,002	90,000	70,000	
Other Personnel Costs	-	-	-	181,262	
	<u>130,731</u>	<u>89,953</u>	<u>160,000</u>	<u>316,262</u>	
<u>Operations</u>					
Information Technology Charge	1,733,347	1,874,405	2,065,929	1,943,302	
Insurance Charge	864,720	866,720	866,720	922,220	
Purchasing / Warehouse Charge	144,238	165,270	199,867	209,304	
UTOPIA Pledge Transfer	3,039,100	3,099,815	3,161,810	3,225,046	
Sales Tax Revenue Bond Transfer	1,233,724	1,297,242	493,240	377,335	
Siemens Energy Lease Transfer	-	350,611	266,565	266,629	
Street Lighting Fund Transfer	700,000	775,000	775,000	775,000	
Recreation Fund Transfer	402,000	404,000	404,000	987,000	
Capital Projects Fund Transfer	3,674,000	4,000,000	4,600,000	-	
All Other Fund Transfers	1,630,567	1,714,414	1,194,283	1,092,000	
Contingencies	-	-	-	239,369	
Other Expenditures	494,469	60,616	166,135	216,200	
	<u>13,916,165</u>	<u>14,608,093</u>	<u>14,193,549</u>	<u>10,253,405</u>	
<u>Capital</u>					
Vehicle Replacement	-	-	-	615,500	
Vehicle Replacement - Fire Apparatus	-	-	-	580,500	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,196,000</u>	
<u>TOTAL NON-DEPARTMENTAL</u>					
Personnel	\$ 130,731	\$ 89,953	\$ 160,000	\$ 316,262	7
Operations	13,916,165	14,608,093	14,193,549	10,253,405	
Capital	-	-	-	1,196,000	
TOTALS	<u>\$ 14,046,896</u>	<u>\$ 14,698,046</u>	<u>\$ 14,353,549</u>	<u>\$ 11,765,667</u>	

* Number of retired employees participating in the City's health and/or dental insurance plans

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

NON-DEPARTMENTAL

UTOPIA SALES TAX REVENUE PLEDGE SUMMARY

<u>FISCAL YEAR</u>	<u>ANNUAL PLEDGE AMOUNT</u>	<u>PRINCIPAL PORTION</u>	<u>INTEREST PORTION</u>
2019-2020	\$ 3,225,044	\$ 360,454	\$ 2,864,590
2020-2021	3,289,546	447,785	2,841,761
2021-2022	3,355,337	542,308	2,813,029
2022-2023	3,422,444	646,132	2,776,312
2023-2024	3,490,892	752,135	2,738,757
2024-2025	3,560,710	874,831	2,685,879
2025-2026	3,631,924	1,005,775	2,626,149
2026-2027	3,704,563	1,149,648	2,554,915
2027-2028	3,778,654	1,244,906	2,533,748
2028-2029	3,854,227	1,413,296	2,440,931
2029-2030	3,931,312	1,586,153	2,345,159
2030-2031	4,009,938	1,779,571	2,230,367
2031-2032	4,090,136	1,988,169	2,101,967
2032-2033	4,171,940	2,218,378	1,953,562
2033-2034	4,255,378	2,462,495	1,792,883
2034-2035	4,340,486	2,728,019	1,612,467
2035-2036	4,427,296	3,013,844	1,413,452
2036-2037	4,515,841	3,325,951	1,189,890
2037-2038	4,606,158	3,660,141	946,017
2038-2039	4,698,281	4,221,985	476,296
2039-2040	4,385,584	4,198,382	187,202
GRAND TOTALS	\$ 82,745,691	\$ 39,620,358	\$ 43,125,333

<u>UTOPIA CITIES</u>	<u>PARTICIPATION %</u>
West Valley City	28.01%
Orem City	21.85%
Layton City	16.73%
Murray City	12.32%
Midvale City	6.07%
Brigham City	3.35%
Centerville City	3.33%
Lindon City	3.08%
Tremonton City	2.53%
Payson City	1.91%
Perry City	0.82%
	<u>100.00%</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**ROAD
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ROAD FUND

OVERVIEW

The Road Fund is used to account for Orem’s share of the revenues and expenditures related to gas taxes paid on the sale of gasoline throughout the State of Utah. These funds are administered by the Utah Department of Transportation (UDOT) and may only be used on certain street and highway expenditures as provided in Utah State Code.

The City established a guideline that State Road funds would be spent for the purpose of major City street maintenance work and not for bonding of road projects. With this goal, it is the City’s intent to focus as much of these funds as possible on maintaining City streets in a good condition. Crack sealing, slurry sealing, micro surfacing, and street overlays are the mainstay methods of maintaining city streets.

One tool employed by the City for determining which streets need which type of maintenance is a Pavement Management Program (PMP). This program employs individuals, computer software, and available resources working together to determine, recommend, and implement the most cost effective course of action concerning the maintenance and repair of the City’s street system. All city streets are inspected for surface defects and deterioration at least once every three years. They are recorded, rated, and receive a value or OCI (overall condition index) rating. The Streets Section currently uses software to help manage the PMP program.

REVENUES

The Road Fund receives its gas tax revenue portion based on a 50/50 percentage formula of Orem’s population compared to the State’s total population and the City’s weighted centerline miles compared to all lane miles in the state. UDOT distributes these funds every two months (six times a year).

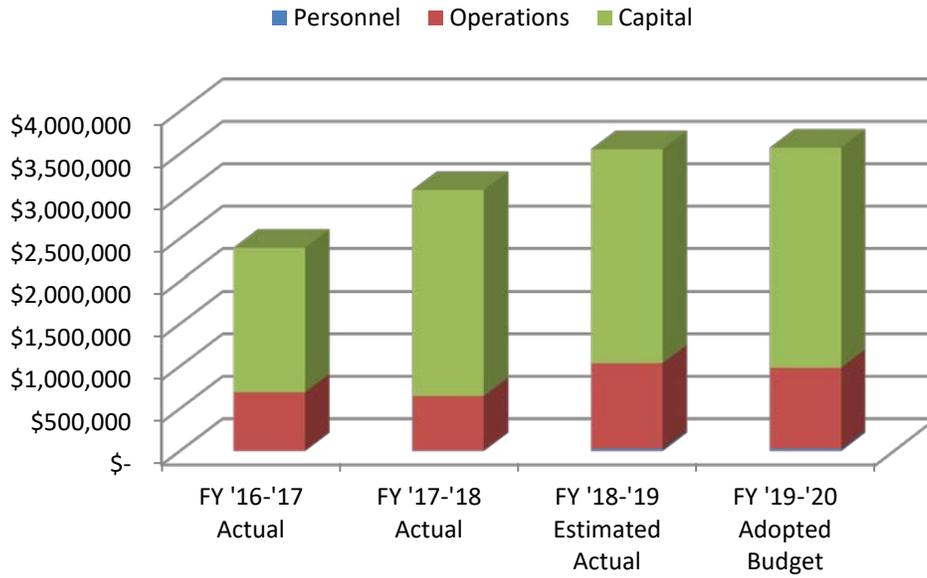
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Revenues - B&C Road Funds	\$ 3,078,653	\$ 3,117,683	\$ 3,125,000	\$ 3,200,000
Interest Earnings	30,285	56,395	65,000	65,000
Sale of Fixed Assets	-	-	27,550	-
Appropriations of Surplus	-	-	-	307,350
FUND TOTALS	\$ 3,108,938	\$ 3,174,078	\$ 3,217,550	\$ 3,572,350

**CITY OF OREM
ADOPTED BUDGET**

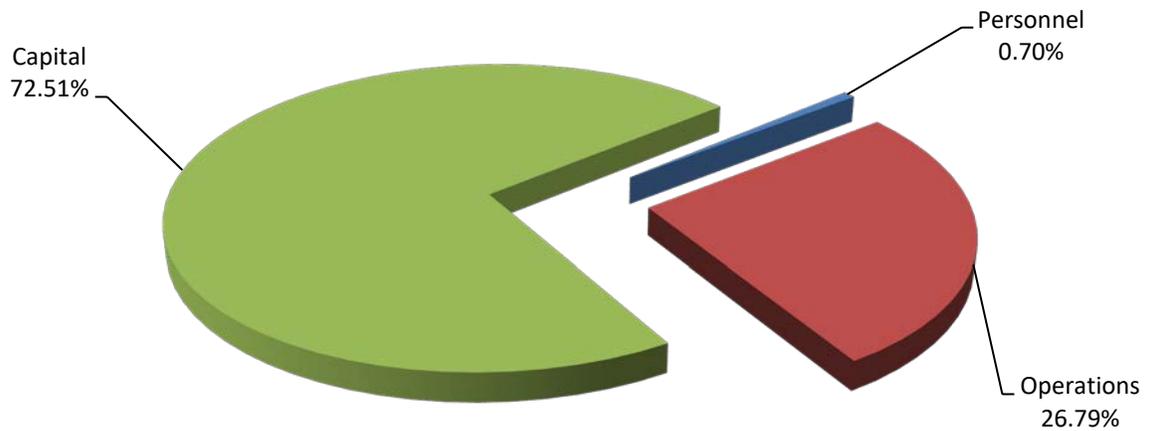
FISCAL YEAR 2019-2020

ROAD FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ROAD FUND

EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>	<u># OF EMP. *</u>
<u>Personnel</u>					
Salaries & Wages - Variable Hour	\$ -	\$ 3,480	\$ 21,995	\$ 21,995	0
Salaries & Wages - Overtime	-	-	1,904	1,904	
Fringe Benefits	-	250	1,195	1,195	
	-	3,730	25,094	25,094	
<u>Operations</u>					
Employee Development	5,058	4,391	8,000	6,000	
Supplies	1,044	4,494	9,000	10,000	
Equipment	23,452	13,769	27,000	25,500	
Fuel	216	-	500	300	
Maintenance & Repair	7,304	22,889	13,000	13,000	
Professional & Technical Services	-	4,667	82,500	27,500	
Materials - Road & Sidewalk	324,495	278,441	490,000	500,000	
Administration Charge	310,000	295,859	346,634	363,377	
Other Expenditures	21,075	20,835	33,500	11,200	
	692,644	645,345	1,010,134	956,877	
<u>Capital</u>					
Street Overlay / Reconstruction	550,707	917,532	715,000	750,000	
Street Striping	75,185	74,049	105,000	105,000	
Street Sealing	275,800	300,000	300,000	300,000	
Slurry Seals	379,871	482,069	475,000	550,000	
Micro-Surfacing & Other Projects	250,972	585,625	418,772	398,029	
Vehicle & Equipment Replacement	167,018	63,346	505,000	487,350	
	1,699,553	2,422,621	2,518,772	2,590,379	
<u>TOTAL ROAD FUND</u>					
Personnel	\$ -	\$ 3,730	\$ 25,094	\$ 25,094	0
Operations	692,644	645,345	1,010,134	956,877	
Capital	1,699,553	2,422,621	2,518,772	2,590,379	
TOTALS	<u>\$ 2,392,197</u>	<u>\$ 3,071,696</u>	<u>\$ 3,554,000</u>	<u>\$ 3,572,350</u>	

* Number of benefitted employees

<u>CAPITAL BUDGET</u>	<u>PROJECTED FY '20-'21</u>	<u>PROJECTED FY '21-'22</u>	<u>PROJECTED FY '22-'23</u>	<u>PROJECTED FY '23-'24</u>
Street Overlay / Reconstruction	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Street Striping	105,000	105,000	105,000	105,000
Street Sealing	300,000	300,000	300,000	300,000
Slurry Seals	550,000	550,000	550,000	550,000
Micro-Surfacing & Other Projects	375,000	375,000	375,000	375,000
Vehicle & Equipment Replacement	266,000	204,000	254,000	211,000
TOTALS	<u>\$ 2,346,000</u>	<u>\$ 2,284,000</u>	<u>\$ 2,334,000</u>	<u>\$ 2,291,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**CARE TAX
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CARE TAX FUND

OVERVIEW

The CARE (Cultural Arts and Recreation Enrichment) Tax Fund was created to account for the voter approved additional sales tax collected within the boundaries of the City. The original CARE tax was levied for eight years, beginning in April 2006 and ending in March of 2014. The CARE tax sales tax option was reauthorized by citizen vote in a general election in November 2013 for a ten year period beginning in April 2014.

The proceeds of the CARE Tax Fund can be used to finance:

- Cultural or recreational facilities in Orem or within the geographical area of the parties within an interlocal agreement.
- Ongoing operating expenses of recreational facilities, defined as a publicly owned or operated park, campground, marina, dock, golf course, playground, athletic field, gymnasium, swimming pool, trail system, or other facility used for recreational purposes.
- Cultural organizations which are defined as a private nonprofit organization or institution having as its primary purpose the advancement and preservation of natural history, art, music, theater, dance, or cultural arts, including literature, a motion picture, or storytelling.

Grants through the competitive CARE Program provide funding to enhance both recreation and cultural arts for the City's residents. This competitive granting process occurs annually.

Challenges addressed in this budget:

- Funding to continue addressing significant needs at the Orem Fitness Center.

Challenges remaining:

- Finding additional funding to complete projects which have been identified as priorities.

REVENUES

The CARE Tax Fund receives its revenues from the 1/10 of 1% (\$0.10 for every \$100 spent) sales tax collected within the boundaries of the city.

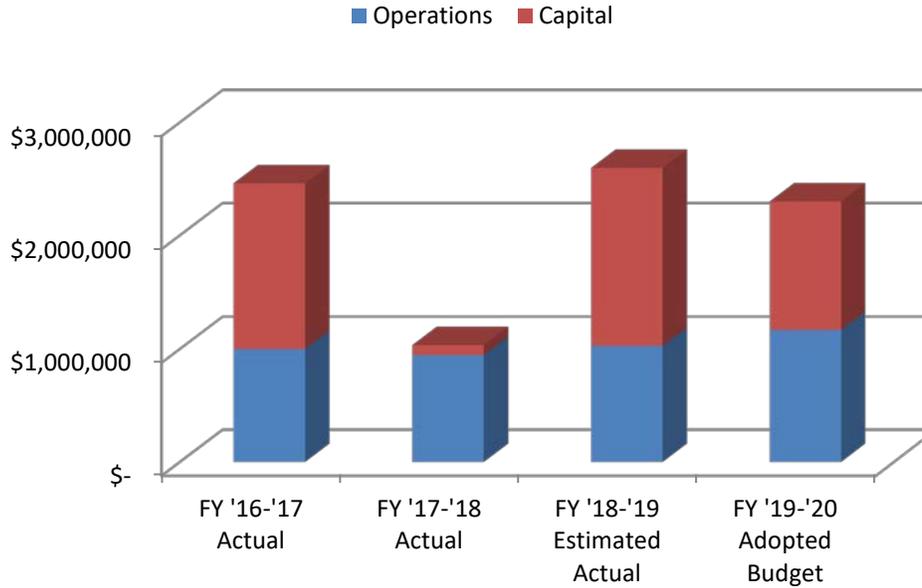
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Sales Taxes - CARE Tax	\$ 2,028,528	\$ 2,163,258	\$ 2,200,000	\$ 2,235,000
Interest Earnings	38,578	65,331	65,000	65,000
FUND TOTALS	\$ 2,067,106	\$ 2,228,589	\$ 2,265,000	\$ 2,300,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CARE TAX FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Operations</u>				
Scera - Major Grant	\$ 529,927	\$ 525,000	\$ 570,000	\$ -
Hale Theater Orem - Major Grant	336,666	315,000	340,000	-
Utah Regional Ballet - Major Grant	26,500	20,000	20,000	-
Mid-Major Grants	15,999	21,159	9,999	-
Minor Grants	60,500	32,974	56,247	-
Administration Charge	26,000	30,750	30,750	35,024
Other Expenditures	3,693	-	-	1,132,488
	<u>999,285</u>	<u>944,883</u>	<u>1,026,996</u>	<u>1,167,512</u>
<u>Capital</u>				
Fitness Center Improvements	378,635	-	750,000	-
Library Hall	-	-	746,022	-
All-Abilities Playground	151,666	-	-	-
Splash Pad & Dog Park	912,413	78,775	13,671	-
Other Improvements	17,836	10,000	58,835	1,132,488
	<u>1,460,550</u>	<u>88,775</u>	<u>1,568,528</u>	<u>1,132,488</u>
<u>TOTAL CARE TAX FUND</u>				
Operations	\$ 999,285	\$ 944,883	\$ 1,026,996	\$ 1,167,512
Capital	1,460,550	88,775	1,568,528	1,132,488
TOTALS	<u>\$ 2,459,835</u>	<u>\$ 1,033,658</u>	<u>\$ 2,595,524</u>	<u>\$ 2,300,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020



The CARE Program provides community benefits and opportunities for all Orem residents. Since the CARE Program was authorized, funding has been used to improve the quality of local arts programs, to expand open space for parks and recreation, and to improve and expand city facilities. Grant recipients have reported that CARE funding has helped them reach new heights in the quality of activities they are able to offer our community.



**TELECOMMUNICATIONS
BILLING
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

TELECOMMUNICATIONS BILLING FUND

OVERVIEW

The Telecommunications Billing Fund is used to account for the billing and collection activities related to Contracted Utility Enhancement (CUE) Agreements which are for the installation of fiber-optic lines to the home.

The services provided by the fund are under the direction of the Administrative Services Department through the Accounting Division. The fund has billed over 300 CUE agreements since July of 2012 and is currently billing over 200 customers.

REVENUES

The Telecommunications Billing Fund receives revenues for billing and collection services consisting of a 5% administration charge and interest earnings on CUE agreements.

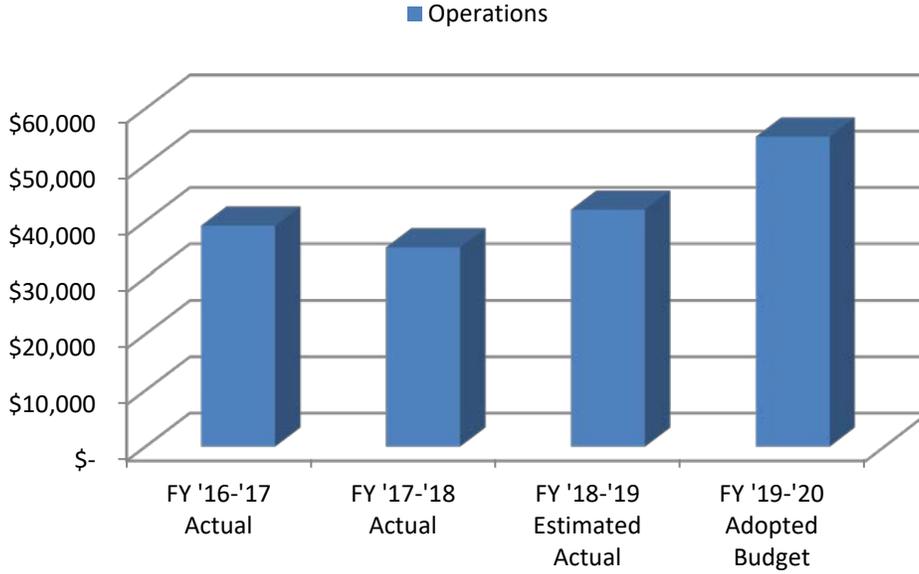
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Fees - Fiber Optic Billing	\$ 180	\$ 892	\$ 4,000	\$ 4,000
Interest Earnings	50,925	35,051	42,000	51,000
FUND TOTALS	\$ 51,105	\$ 35,943	\$ 46,000	\$ 55,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

TELECOMMUNICATIONS BILLING FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Operations</u>				
Professional & Technical Services	\$ 39,151	\$ 35,308	\$ 42,000	\$ 55,000
Other	-	-	-	-
	<u>39,151</u>	<u>35,308</u>	<u>42,000</u>	<u>55,000</u>
<u>TOTAL TELECOMMUNICATIONS BILLING FUND</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	39,151	35,308	42,000	55,000
Capital	-	-	-	-
TOTALS	<u><u>\$ 39,151</u></u>	<u><u>\$ 35,308</u></u>	<u><u>\$ 42,000</u></u>	<u><u>\$ 55,000</u></u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

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**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**TRANSPORTATION
SALES TAX
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

TRANSPORTATION SALES TAX FUND

OVERVIEW

The Transportation Sales Tax Fund is used to account for revenues and expenditures related to transportation sales taxes received from the purchase of goods and certain services within the City of Orem. During the 2018 legislative session, Senate Bill 136 authorized counties to impose a quarter cent (0.25%) local option sales tax to be used for transportation needs. The Utah County Commission voted to implement the tax on December 18, 2018.

The new quarter cent (0.25%) transportation sales tax will be distributed to the City of Orem (0.10%), Utah County (0.05%), and the Utah Transit Authority (UTA, 0.10%).

These funds are administered by the Utah State Tax Commission and may only be used on certain permissible transportation expenditures as provided in Utah State Code (59-12-2219(13)). Permissible transportation expenditures include streets, sidewalks, curb and gutter, safety features, traffic signs and signals, street lighting, and trails for non-motorized vehicles connecting an origin with a destination.

The City is developing plans for this new source of revenue to address the ongoing challenges of maintaining the City's transportation system.

REVENUES

Although Utah County implemented the transportation sales tax on December 18, 2018, the City's portion of the sales tax increase does not begin coming to the City until July 1, 2019.

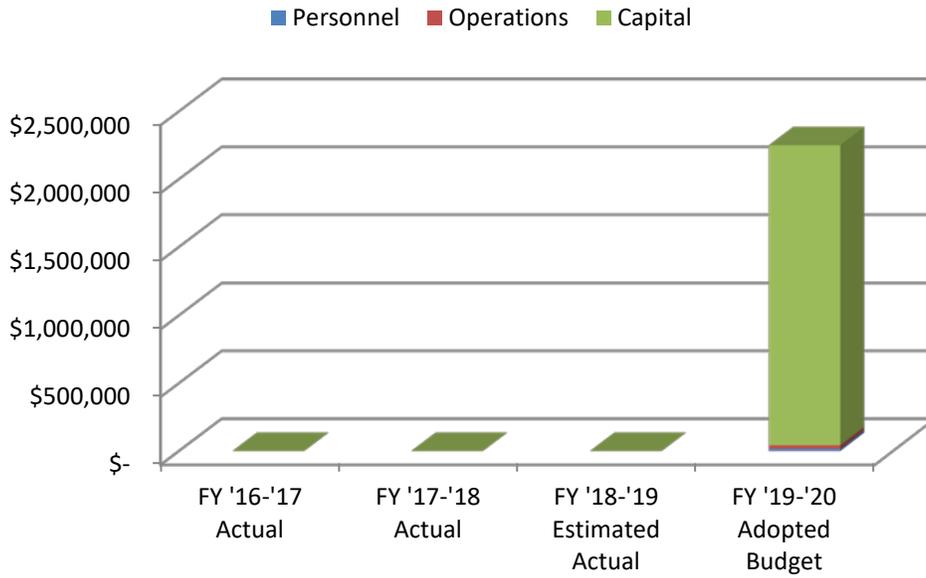
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Revenues - Transportation Sales Taxes	\$ -	\$ -	\$ -	\$ 2,235,000
Interest Earnings	-	-	-	15,000
Appropriations of Surplus	-	-	-	-
FUND TOTALS	\$ -	\$ -	\$ -	\$ 2,250,000

**CITY OF OREM
ADOPTED BUDGET**

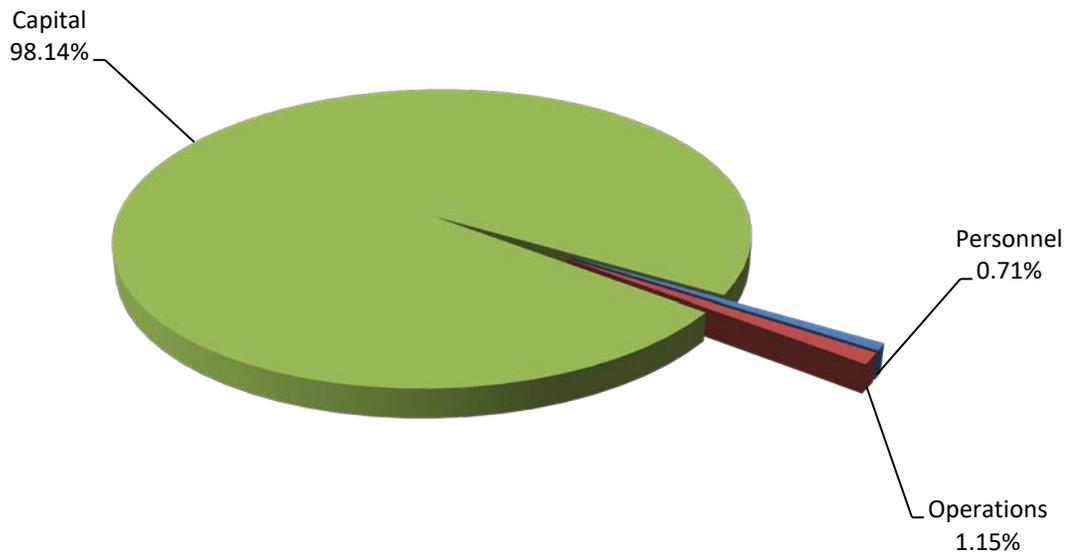
FISCAL YEAR 2019-2020

TRANSPORTATION SALES TAX FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

TRANSPORTATION SALES TAX FUND

EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>	<u># OF EMP. *</u>
<u>Personnel</u>					
Salaries & Wages - Variable Hour	\$ -	\$ -	\$ -	\$ 15,225	0
Salaries & Wages - Overtime	-	-	-	-	
Fringe Benefits	-	-	-	761	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,986</u>	
<u>Operations</u>					
Supplies	-	-	-	1,100	
Equipment	-	-	-	1,100	
Other Expenditures	-	-	-	-	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,200</u>	
<u>Capital</u>					
Low OCI Street Projects	-	-	-	300,000	
Miscellaneous Projects	-	-	-	1,928,614	
Equipment Replacement	-	-	-	3,200	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,231,814</u>	
<u>TOTAL TRANSPORTATION SALES TAX FUND</u>					
Personnel	\$ -	\$ -	\$ -	\$ 15,986	0
Operations	-	-	-	2,200	
Capital	-	-	-	2,231,814	
TOTALS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,250,000</u>	

* Number of benefitted employees

<u>CAPITAL BUDGET</u>	<u>PROJECTED FY '20-'21</u>	<u>PROJECTED FY '21-'22</u>	<u>PROJECTED FY '22-'23</u>	<u>PROJECTED FY '23-'24</u>
Low OCI Street Projects	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Miscellaneous Projects	1,955,000	1,955,000	1,955,000	1,955,000
Equipment Replacement	5,000	5,000	5,000	5,000
TOTALS	<u>\$ 2,260,000</u>	<u>\$ 2,260,000</u>	<u>\$ 2,260,000</u>	<u>\$ 2,260,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**DEBT
SERVICE
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEBT SERVICE FUND

OVERVIEW

The Debt Service Fund accounts for all payments on general obligation debt (property tax supported debt), special improvement district debt, sales tax revenue supported debt, and franchise tax revenue supported debt.

While special improvement district (SID) debt is backed by the City's full faith and credit, developers of the specific improvement projects are responsible to pay the City (generally from the sale of property within the SID) enough to pay the annual debt payment. The City maintains a first position lien on any unsold property within the SID until the debt has been extinguished.

REVENUES

The Debt Service Fund receives its revenues from property taxes dedicated to the payment of general obligation debt and revenues received from special improvement districts. These revenues are recorded directly in the fund while all other debt service revenues are recorded as transfers from other funds.

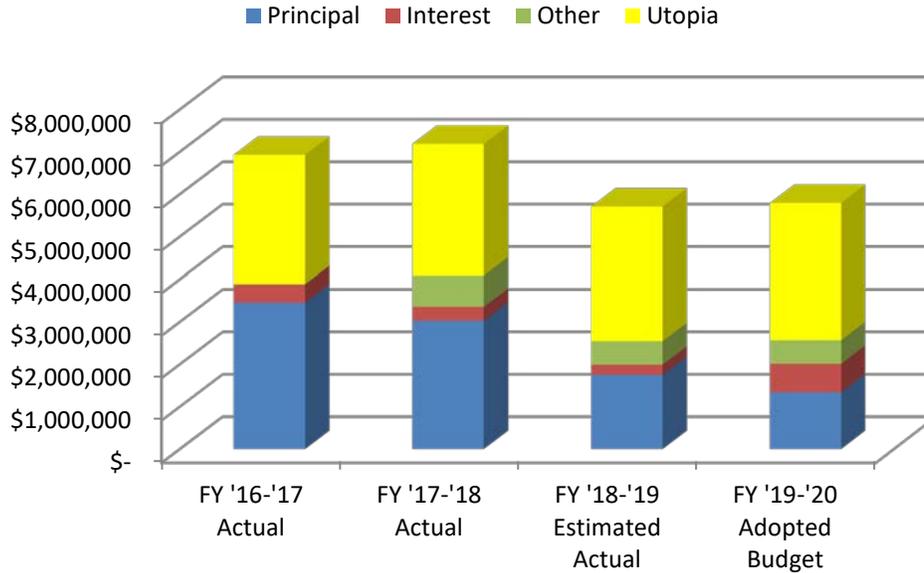
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Property Taxes - General Obligation Bonds	\$ 1,912,911	\$ 1,449,350	\$ 1,444,675	\$ 1,578,201
Interest Earnings	11,139	11,139	7,404	-
Miscellaneous Revenues - SID	38,820	-	20,850	25,075
Contributions from Other Funds	4,986,620	5,705,307	4,240,887	4,188,351
FUND TOTALS	\$ 6,956,198	\$ 7,171,754	\$ 5,713,816	\$ 5,791,627

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEBT SERVICE FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Principal</u>				
General Obligation Bonds	\$ 1,665,000	\$ 1,225,000	\$ 1,250,000	\$ 940,000
Revenue Bonds	1,760,000	1,771,000	469,000	367,000
Other Debt Issuances	25,873	29,833	29,163	30,961
	<u>3,450,873</u>	<u>3,025,833</u>	<u>1,748,163</u>	<u>1,337,961</u>
<u>Interest</u>				
General Obligation Bonds	246,863	223,200	193,425	637,701
Revenue Bonds	172,642	97,355	43,190	33,511
Other Debt Issuances	7,742	6,583	4,452	2,654
	<u>427,247</u>	<u>327,138</u>	<u>241,067</u>	<u>673,866</u>
<u>Other</u>				
UTOPIA Pledge	3,039,032	3,099,812	3,161,810	3,225,046
Lease - Energy Improvements	-	726,335	552,222	552,354
Other Costs	8,744	6,050	3,150	2,400
	<u>3,047,776</u>	<u>3,832,197</u>	<u>3,717,182</u>	<u>3,779,800</u>
<u>TOTAL DEBT SERVICE FUND</u>				
Principal	\$ 3,450,873	\$ 3,025,833	\$ 1,748,163	\$ 1,337,961
Interest	427,247	327,138	241,067	673,866
Other	3,047,776	3,832,197	3,717,182	3,779,800
TOTALS	<u>\$ 6,925,896</u>	<u>\$ 7,185,168</u>	<u>\$ 5,706,412</u>	<u>\$ 5,791,627</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

DEBT SERVICE FUND

<u>TYPE & NAME OF INDEBTEDNESS</u>	<u>INTEREST RATES</u>	<u>FISCAL YEAR OF COMPLETION</u>	<u>TOTAL AMOUNT ISSUED</u>	<u>EXPECTED PRINCIPAL BALANCE JUNE 30, 2019</u>	<u>FISCAL YEAR 2019-2020 PAYMENTS</u>
<u>General Obligations Bonds</u>					
General Obligation Refunding Bonds, Series 2014	0.25% to 3.0%	2024-2025	\$ 9,645,000	\$ 6,060,000	\$ 1,097,175
General Obligation Bonds, Series 2019	3.625% to 5.0%	2047-2048	24,500,000	24,500,000	480,526
			<u>34,145,000</u>	<u>30,560,000</u>	<u>1,577,701</u>
<u>Revenue Bonds</u>					
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	130,000	25,075
Sales Tax Revenue Refunding Bonds, Series 2017	1.94%	2022-2023	2,898,000	1,208,000	375,435
			<u>34,145,000</u>	<u>30,560,000</u>	<u>1,577,701</u>
<u>Lease / Purchase Obligations</u>					
Energy Improvements Lease - City Facilities - 2016	2.06%	2030-2031	6,739,000	5,895,000	552,353
			<u>6,739,000</u>	<u>5,895,000</u>	<u>552,353</u>
<u>Other</u>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	58,216	33,615
			<u>391,000</u>	<u>58,216</u>	<u>33,615</u>
Grand Total - Debt Service Fund Indebtedness			<u>\$ 46,088,000</u>	<u>\$ 37,851,216</u>	<u>\$ 2,564,179</u>

TYPE & NAME OF INDEBTEDNESS

PURPOSE OF INDEBTEDNESS

General Obligations Bonds

General Obligation Refunding Bonds, Series 2014 Refunded 2005 & 2006 General Obligation Road Construction Bonds.
 General Obligation Bonds, Series 2019 Construction of Library Hall and Reconstruction of Fitness Center.

Revenue Bonds

Northgate Special Improvement District, Series 2010 Infrastructure construction in a special improvement district.
 Sales Tax Revenue Refunding Bonds, Series 2017 Refunded the 2007 Sales Tax Revenue Refunding Bonds.

Lease / Purchase Obligations

Energy Improvements Lease - City Facilities - 2016 Energy improvements for street lighting and various city facilities.

Other

Parks and Open Space Land Purchase Note - 2000 Recreation property purchase.

Note: Additional debt obligations not paid for through the Debt Service Fund are listed in the Overview section on page 20.

**IMPACT FEE FUNDS -
POLICE, FIRE,
PARKS & STREETS**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

IMPACT FEE FUNDS

OVERVIEW

Impact fees are a one-time fee imposed upon new development activity as a condition of development approval to mitigate the impact of the new development on public infrastructure.

Without impact fees in place, new development may not pay its fair share of the infrastructure built to support its demand on facilities. This would arguably require existing residents to pay for facilities and services that may only be needed because of the new development.

Utilizing impact fees to pay a portion of the costs associated with future infrastructure puts future users on an equal footing with existing users who have been paying property taxes, sales taxes, and/or other revenue sources to generate the revenue necessary to provide needed facilities and services.

The City has approved the following impact fees¹:

- **Fire/EMS** – Provides funding for essential public safety infrastructure needed to handle the increase in the number of calls for service new growth will generate.
- **Police** – Provides funding for essential public safety infrastructure needed to handle the increase in the number of calls for service new growth will generate.
- **Streets/Transportation** – Provides funding to construct additional infrastructure necessary to maintain the desired level of service due to increased traffic as a result of new development.
- **Parks** – Provides funding to acquire additional park lands (which includes trails) and improvements needed to maintain its existing and proposed service levels. These service levels will decline as a result of population growth unless new facilities are constructed or acquired.

¹ Water impact fees are reported in the Water Fund section of this budget (see page 121). Sewer impact fees are reported in the Water Reclamation Fund section of this budget (see page 131). Storm Water impact fees are reported in the Storm Water Fund section of this budget (see page 141).

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

REVENUES

The Impact Fee Funds receive revenues from the development community through the City's building permit process.

FIRE / EMS IMPACT FEE FUND REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fees	\$ -	\$ 10,731	\$ 60,000	\$ 40,000
FUND TOTALS	\$ -	\$ 10,731	\$ 60,000	\$ 40,000

POLICE IMPACT FEE FUND REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fees	\$ -	\$ -	\$ 40,000	\$ 20,000
FUND TOTALS	\$ -	\$ -	\$ 40,000	\$ 20,000

STREETS IMPACT FEE FUND REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fees	\$ -	\$ -	\$ 130,000	\$ 75,000
FUND TOTALS	\$ -	\$ -	\$ 130,000	\$ 75,000

PARKS IMPACT FEE FUND REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fees	\$ -	\$ 76,560	\$ 250,000	\$ 400,000
FUND TOTALS	\$ -	\$ 76,560	\$ 250,000	\$ 400,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

IMPACT FEE FUNDS

EXPENDITURES COMPARISON BY FISCAL YEAR

FIRE / EMS IMPACT FEE FUND EXPENDITURE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fee Projects	\$ -	\$ -	\$ -	\$ 40,000
Professional & Technical Services	-	-	5,815	-
FUND TOTALS	\$ -	\$ -	\$ 5,815	\$ 40,000

POLICE IMPACT FEE FUND EXPENDITURE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fee Projects	\$ -	\$ -	\$ -	\$ 20,000
FUND TOTALS	\$ -	\$ -	\$ -	\$ 20,000

STREETS IMPACT FEE FUND EXPENDITURE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fee Projects	\$ -	\$ -	\$ -	\$ 75,000
FUND TOTALS	\$ -	\$ -	\$ -	\$ 75,000

PARKS IMPACT FEE FUND EXPENDITURE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Impact Fee Projects	\$ -	\$ -	\$ -	\$ 400,000
Professional & Technical Services	-	-	5,815	-
FUND TOTALS	\$ -	\$ -	\$ 5,815	\$ 400,000

**CAPITAL
IMPROVEMENT
PROJECTS
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

OVERVIEW

The Capital Improvement Projects (CIP) Fund is used to account for projects that typically take more than one year to complete or may go beyond a fiscal year end. The fund may, on occasion, also be used to accumulate funds for large equipment purchases.

Challenges addressed in this budget:

- Provides contingency funding for emergency projects.

Challenges remaining:

- Ongoing source of funding for capital improvement projects.
- State Street and University Parkway intersection improvements.
- Create trail system that connects natural gathering places such as parks, shopping, and major work destinations. Continue beautifying roadway entrances and streetscapes.
- Identifying and addressing utility and transportation impacts due to Utah Valley University growth.
- Ongoing funding for corridor preservation for 1600 North (1200 West to State Street) and other corridors identified by the City and MAG.

REVENUES

The CIP Fund typically receives transfers from the General Fund. However, all operating funds may on occasion transfer funds to the CIP Fund when a project affects or benefits those funds. The CIP Fund also receives revenues from leases of cellular phone towers which are located on City property when these revenues are not required for General Fund operations.

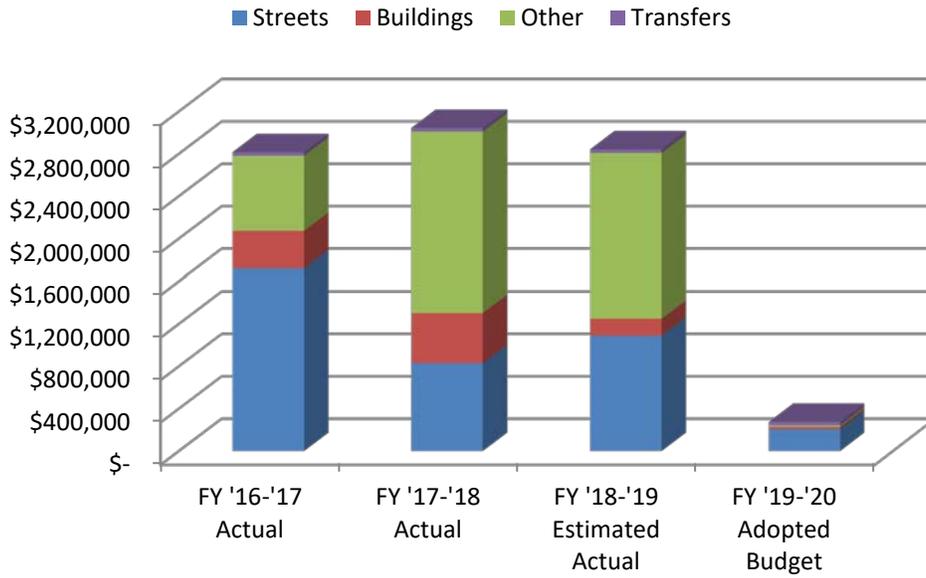
REVENUE DESCRIPTION	ACTUAL FY '16 - '17	ACTUAL FY '17 - '18	ESTIMATED ACTUAL FY '18 - '19	ADOPTED BUDGET FY '19 - '20
Grants	\$ -	\$ 69,040	\$ 132,816	\$ -
Miscellaneous Revenues	6,978	200,000	-	-
Lease Revenues - Cell Towers	267,666	282,723	241,601	275,000
Contributions from Other Funds	3,674,000	4,000,000	4,706,019	-
FUND TOTALS	\$ 3,948,644	\$ 4,551,763	\$ 5,080,436	\$ 275,000

**CITY OF OREM
ADOPTED BUDGET**

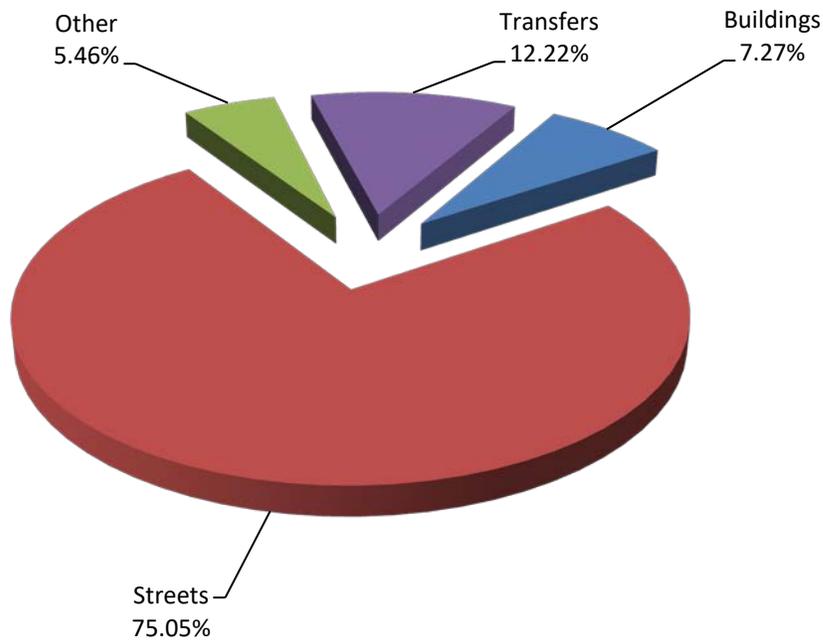
FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>CIP - Streets</u>				
Traffic & HAWK Signals, & Lights	\$ 60,234	\$ 139,227	\$ 56,387	\$ -
ITS Project - UDOT / MAG	77,394	-	402,000	-
Center Street Reconstruction - State to 1000 W	890,398	-	-	-
Micro-surfacing & Parking Lot Projects	540,841	417,425	249,435	-
Miscellaneous Street Improvements	150,557	271,470	380,420	206,385
	<u>1,719,424</u>	<u>828,122</u>	<u>1,088,242</u>	<u>206,385</u>
<u>CIP - Buildings</u>				
Security Improvements	-	82,949	79,791	-
Carpet Replacements	106,567	136,831	32,235	-
City Center Rotunda Improvements	-	126,564	-	-
Miscellaneous Building Improvements	246,205	126,756	47,213	20,000
	<u>352,772</u>	<u>473,100</u>	<u>159,239</u>	<u>20,000</u>
<u>CIP - Parks</u>				
Playgrounds, Pickleball & Tennis Courts	104,743	599,417	357,790	-
Pavilion & Sprinkler System Improvements	-	269,607	212,632	-
Other Expenses	63,148	169,356	313,253	-
	<u>167,891</u>	<u>1,038,380</u>	<u>883,675</u>	<u>-</u>
<u>CIP - Vehicles, Equipment, & Other</u>				
Vehicle & Equipment Replacement	330,892	152,928	192,308	5,000
Other Expenses	210,028	517,272	483,952	10,000
	<u>540,920</u>	<u>670,200</u>	<u>676,260</u>	<u>15,000</u>
<u>CIP - Transfers to Other Funds</u>				
Contribution to Debt Service Fund - Miner	33,615	33,615	33,615	33,615
	<u>33,615</u>	<u>33,615</u>	<u>33,615</u>	<u>33,615</u>
<u>TOTAL CIP FUND</u>				
CIP - Streets	\$ 1,719,424	\$ 828,122	\$ 1,088,242	\$ 206,385
CIP - Buildings	352,772	473,100	159,239	20,000
CIP - Parks	167,891	1,038,380	883,675	-
CIP - Vehicles, Equipment, & Other	540,920	670,200	676,260	15,000
CIP - Transfers to Other Funds	33,615	33,615	33,615	33,615
TOTALS	<u>\$ 2,814,622</u>	<u>\$ 3,043,417</u>	<u>\$ 2,841,031</u>	<u>\$ 275,000</u>

CAPITAL PROJECTS	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
Street Construction / Improvements	\$ 322,000	\$ 470,000	\$ 240,000	\$ 430,000
Building Construction / Improvements	268,000	223,000	86,000	2,148,000
Parks/Recreation Construction / Improvements	780,000	585,000	469,000	545,000
Vehicles, Equipment, & Other	80,000	30,000	30,000	30,000
TOTALS	<u>\$ 1,450,000</u>	<u>\$ 1,308,000</u>	<u>\$ 825,000</u>	<u>\$ 3,153,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

PROJECTED CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
<u>CIP - Streets</u>				
Ongoing Parking Lot Maintenance	\$ 50,000	\$ 50,000	\$ 30,000	\$ 10,000
Annual funding for regular parking lot maintenance.				
MAG Funded Projects - Studies	\$ 41,000	\$ -	\$ -	\$ -
UVU transportation study (\$14,000) and State Street transit study (\$27,000).				
MAG Funded Projects	\$ 231,000	\$ 420,000	\$ 210,000	\$ 420,000
FY 2021 - Murdock Canal Trail crossing (400 E 1600 N) & 1200 W & Center right-turn bypass. FY 2022 - Signal relocation corridor preservation at 1150 South (\$210,000 for three years). FY 2022 & 2024 - Right-of-way at 1600 North (\$210,000 each year).				
Subtotal - CIP - Streets	\$ 322,000	\$ 470,000	\$ 240,000	\$ 430,000
<u>CIP - Buildings</u>				
All Buildings	\$ 100,000	\$ 100,000	\$ 25,000	\$ 25,000
FY 2001 - Door locks (\$25,000 for two years), security cameras (\$50,000 for two years), and painting of buildings (\$25,000 for four years).				
Fire Stations	\$ 20,000	\$ 20,000	\$ 15,000	\$ -
FY 2021 & FY 2022 - Fire Station #3 roof replacement (\$20,000 each year). FY 2023 - Tint bay windows at Fire Station #3 (\$15,000).				
City Center	\$ -	\$ -	\$ 3,000	\$ -
FY 2023 - Paint Administrative Services area (\$3,000).				
Senior Center	\$ 80,000	\$ 50,000	\$ -	\$ -
FY 2021 & FY 2022 - Roof replacement (\$50,000 per year). FY 2021 - Paint building (\$30,000).				
Public Safety Building	\$ 53,000	\$ 53,000	\$ 43,000	\$ 2,123,000
FY 2021 - Add funding for evidence room (\$10,000 for two years), boiler replacement (\$20,000 for three years), and chiller replacement (\$23,000 for four years). FY 2024 - Expand 911 Center (\$1.1 million) & training room (\$1 million).				
Court	\$ 15,000	\$ -	\$ -	\$ -
FY 2021 - Remodel/repurpose storage room (\$5,000) & add a third front counter workstation				
Subtotal - CIP - Buildings	\$ 268,000	\$ 223,000	\$ 86,000	\$ 2,148,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

PROJECTED CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
<u>CIP - Parks / Recreation</u>				
Playground Replacements	\$ 300,000	\$ 150,000	\$ -	\$ -
FY 2021 - Springwater & Cherryhill. FY 2022 - Northridge.				
Pavilion Improvements	\$ -	\$ -	\$ 350,000	\$ -
Replace/rehab City Center Park north pavilion (\$200,000) & Scera Park small pavilions (4 -				
Landscape Improvements	\$ 125,000	\$ 125,000	\$ -	\$ 150,000
FY 2021 & 2022 - 400 North hillside near I-15. FY 2024 - 800 North between 400 W & 600 W.				
Cemetery Improvements	\$ 275,000	\$ 145,000	\$ -	\$ -
FY 2021 - Entrance Sign (\$50,000), excavated dirt cover (\$100,000), and cremation niche construction funding (\$125,000 for two years). FY 2022 - Replace sprinkler system in sections G & K (\$20,000).				
Scoreboard Replacements	\$ 30,000	\$ 90,000	\$ -	\$ 80,000
FY 2021 - Windsor Park. FY 2022 - City Center Park. FY 2024 - Lakeside Sports Park.				
Basketball Court Improvements	\$ -	\$ 75,000	\$ 75,000	\$ 75,000
Replace/Rehab Windsor, Cascade, Bonneville & Springwater basketball courts.				
Other Park Improvements	\$ 50,000	\$ -	\$ 44,000	\$ 240,000
FY 2021 - Concrete walkways at Nielsen's Grove. FY 2023 - Tennis court rebuild at Foothill and Northridge (\$22,000 each). FY 2024 - Water & sewer system at Timpanogos (\$120,000) and underground wiring at all parks (\$120,000).				
Subtotal - CIP - Parks / Recreation	\$ 780,000	\$ 585,000	\$ 469,000	\$ 545,000
<u>CIP - Vehicles, Equipment, & Other</u>				
ITS Equipment	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Replace/Update ITS Traffic equipment.				
Other	\$ 75,000	\$ 25,000	\$ 25,000	\$ 25,000
FY 2021 - Continue funding door locks (\$25,000 each year) & additional security cameras (\$50,000).				
Subtotal - CIP - Vehicles, Equip. & Other	\$ 80,000	\$ 30,000	\$ 30,000	\$ 30,000
GRAND TOTAL - CAPITAL PROJECTS	\$ 1,450,000	\$ 1,308,000	\$ 825,000	\$ 3,153,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**WATER
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

OVERVIEW

The Water Fund is used to account for the revenues and expenditures of the City's culinary water utility. The Water Fund has three main operating components: water distribution, water supply, and utility account management.

The water distribution system consists of 477 miles of water mains and service lines serving over 23,000 customers.

The water supply system consists of three general sources of water; surface water (60%), deep wells (25%), and springs (15%).

The majority of the City's culinary water comes from rivers and lakes (referred to as surface water). Most of this water comes from the Provo River system which includes Deer Creek and Jordanelle reservoirs. Surface water is treated by the Central Utah Water Conservancy District (CUCWD) at its Donald A. Christensen Regional Water Treatment Plant before entering the City's distribution system. The remaining culinary water comes from nine deep wells and two natural springs in Provo Canyon (Alta and Canyon) that require no filtration before entering the City's distribution system.

Challenges addressed in this budget:

- Provides funds necessary to maintain the water collection and distribution systems.
- Provides a water base rate and consumption rate increase to follow the 7-year implementation plan.
- Provides funds to pay CUWCD increases in reserves for facilities Orem utilizes.
- Provides funds to replace several vehicles & backhoes (\$306,000).
- Provides funds to replace several pieces of equipment (\$93,200).
- Provides additional funding for a new storage tank (\$3,310,000).
- Provides additional funds to replace meters and continue the Automated Meter Read Technology (AMI) installation process (\$2,340,000).
- Provides funds to implement the 2017 Water Conservation Plan (\$50,000).

Challenges remaining:

- Identify funding to enable the City to replace water lines and other infrastructure identified in the 2016 Water Master Plan. This will occur gradually during the 7-year implementation schedule..
- Implementing all aspects of the 2017 Water Conservation Plan.
- Provide for adequate and required water storage at key locations.
- Implement automatic meter reading technology (AMI) city-wide.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

REVENUES

The Water Fund receives revenues primarily from water sales to consumers within the City of Orem and the Town of Vineyard. The Water Fund also receives revenues from water system connection fees, interest, and other miscellaneous sources.

REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Water Sales	\$ 12,424,295	\$ 14,819,028	\$ 15,525,000	\$ 16,825,000
Water Fees	584,498	600,496	568,500	568,500
Water Connection Fees	198,449	254,564	117,540	-
Water Impact Fees	2,369	1,183,268	1,524,032	1,150,000
Interest Earnings	146,481	310,143	135,000	270,000
Amortization of Bond Premiums	69,181	89,215	69,185	69,185
Sale of Fixed Assets	33,525	52,569	-	-
Miscellaneous Revenues	1,608,940	1,810,677	500,350	500,350
Contributed Lines / Assets	1,210,975	466,480	400,000	-
Contributions from Other Funds	896,858	1,057,278	1,066,027	1,072,705
Appropriations of Surplus	-	-	-	625,000
FUND TOTALS	\$ 17,175,571	\$ 20,643,718	\$ 19,905,634	\$ 21,080,740

RATES

Usage Charges

3/4" Meter - Tier 1 - Per 1,000 gallons	\$ 0.71	\$ 0.79	\$ 0.88	\$ 0.98
Tier 2 - Per 1,000 gallons	\$ 0.89	\$ 0.99	\$ 1.10	\$ 1.22
Tier 3 - Per 1,000 gallons	\$ 1.07	\$ 1.18	\$ 1.31	\$ 1.45
Tier 4 - Per 1,000 gallons	\$ 1.42	\$ 1.58	\$ 1.75	\$ 1.94

Base Rate Charges

3/4" Meter - Cost per month	\$ 15.74	\$ 17.16	\$ 18.70	\$ 20.20
1" Meter - Cost per month	39.22	39.22	39.22	39.22

(For all other meter sizes, see page 5 in Appendix B - Fees & Charges)

Connection Fees

3/4" Meter - Non-participating	\$ 2,075.00	\$ 2,075.00	N/A	N/A
3/4" Meter - Participating	549.00	549.00	N/A	N/A
3/4" Meter	N/A	N/A	\$ 287.00	\$ 287.00
1" Meter	N/A	N/A	\$ 359.00	\$ 359.00

(Modified due to new water impact fees, see page 13 in Appendix B - Fees & Charges)

Impact Fees

Water Impact Fees (City Service Area & Southwest Service Area)

(See pages 14 in Appendix B - Fees & Charges)

Water Supply Impact Fees (One fee applicable to both City Service Area & Southwest Service Area)

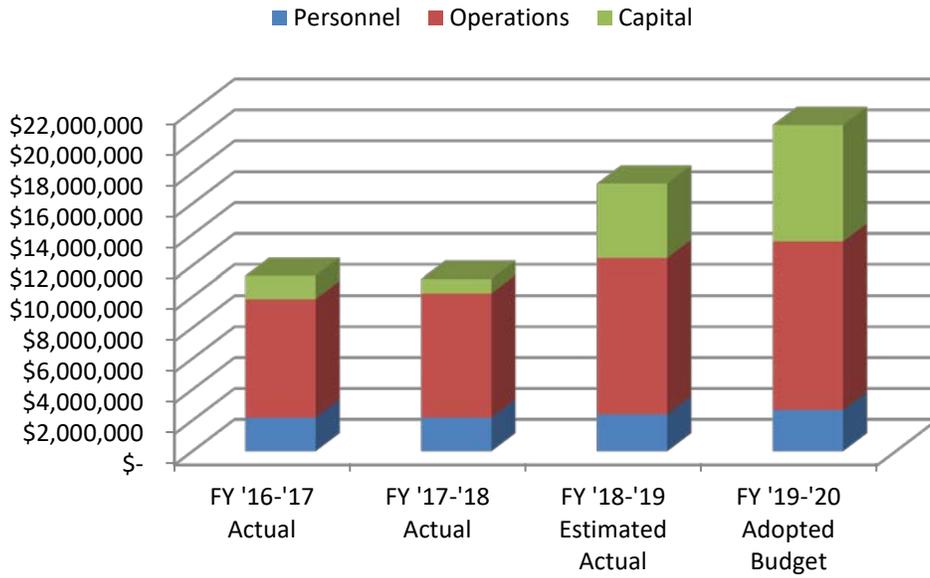
(See page 14 in Appendix B - Fees & Charges)

**CITY OF OREM
ADOPTED BUDGET**

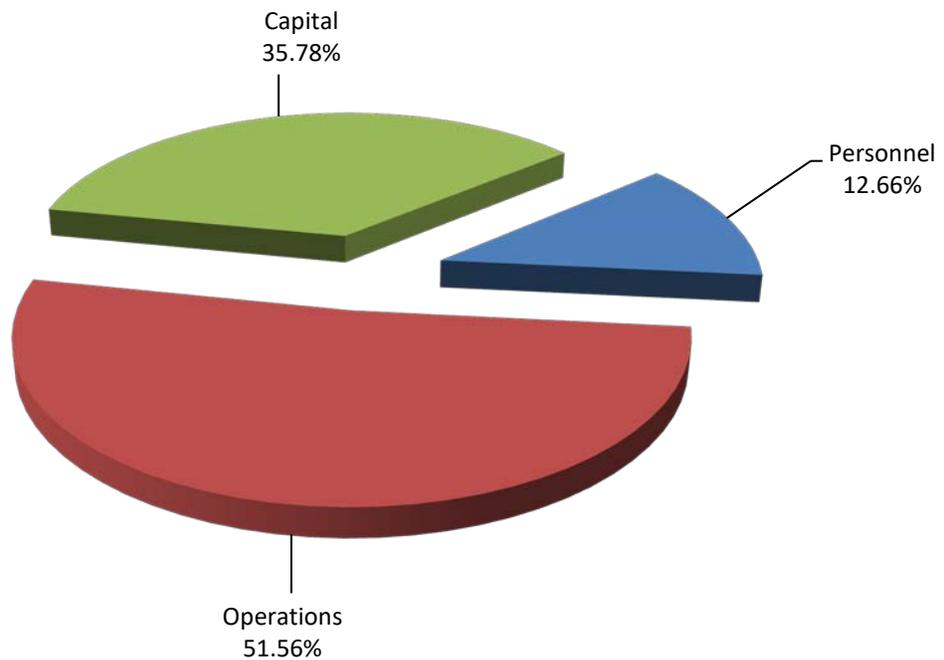
FISCAL YEAR 2019-2020

WATER FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Water Administration</u>					
Personnel	\$ 261,401	\$ 218,234	\$ 304,695	\$ 318,665	2
Operations	3,483,575	3,689,636	4,848,475	5,158,130	
Capital	15,000	49,151	50,000	31,200	
	<u>3,759,976</u>	<u>3,957,021</u>	<u>5,203,170</u>	<u>5,507,995</u>	
<u>Water Supply & Pumping</u>					
Personnel	642,978	724,653	775,205	723,777	7
Operations	3,655,040	3,765,239	4,661,531	4,998,513	
Capital	9,920	62,395	88,500	131,000	
	<u>4,307,938</u>	<u>4,552,287</u>	<u>5,525,236</u>	<u>5,853,290</u>	
<u>Water Distribution</u>					
Personnel	1,049,638	985,174	1,068,725	1,120,893	14
Operations	503,546	558,601	549,441	677,642	
Capital	290,771	341,661	525,000	237,000	
	<u>1,843,955</u>	<u>1,885,436</u>	<u>2,143,166</u>	<u>2,035,535</u>	
<u>Water Meter Reading</u>					
Personnel	218,567	245,792	239,391	504,586	6
Operations	22,944	21,965	34,806	35,493	
Capital	31,545	-	32,000	-	
	<u>273,056</u>	<u>267,757</u>	<u>306,197</u>	<u>540,079</u>	
<u>Water Capital Projects</u>					
Capital	1,146,018	469,613	4,113,210	7,143,841	
	<u>1,146,018</u>	<u>469,613</u>	<u>4,113,210</u>	<u>7,143,841</u>	
<u>TOTAL WATER FUND</u>					
Personnel	\$ 2,172,584	\$ 2,173,853	\$ 2,388,016	\$ 2,667,921	29
Operations	7,665,105	8,035,441	10,094,253	10,869,778	
Capital	1,493,254	922,820	4,808,710	7,543,041	
TOTALS	<u>\$ 11,330,943</u>	<u>\$ 11,132,114</u>	<u>\$ 17,290,979</u>	<u>\$ 21,080,740</u>	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
Waterline Replacements - 4"	\$ -	\$ -	\$ 1,026,000	\$ 1,056,000
Automated Meter Infrastructure (AMI)	2,400,000	2,480,000	2,552,000	-
Miscellaneous Water Projects - Identified	4,100,000	3,582,000	3,206,000	3,302,000
Miscellaneous Water Projects - Unidentified	85,000	1,290,000	1,030,000	3,723,000
Vehicle, Equipment & Facility	335,000	235,000	235,000	243,000
TOTALS	<u>\$ 6,920,000</u>	<u>\$ 7,587,000</u>	<u>\$ 8,049,000</u>	<u>\$ 8,324,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Water Administration</u>						
Full-time:						
Water Resources Division Manager	16	\$37.89	\$56.84	1.00	1.00	1.00
Water Section Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
				<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Variable-hour/Seasonal:						
PW Management Intern	N/A	\$8.48	\$12.72	0.00	0.10	0.10
				<u>2.00</u>	<u>2.10</u>	<u>2.10</u>
<u>Water Supply & Pumping</u>						
Full-time:						
Public Works Field Supervisor	11	\$24.23	\$36.35	1.00	2.00	2.00
Engineering Specialist	10	\$22.16	\$33.24	1.00	0.00	0.00
Instrumentation/Control Technician	9	\$20.27	\$30.40	1.00	1.00	1.00
Public Works Crew Leader	9	\$20.27	\$30.40	1.00	1.00	1.00
Public Works Program Specialist	9	\$20.27	\$30.40	2.00	2.00	2.00
Water Resources Utility Technician	7	\$16.95	\$25.43	1.00	1.00	1.00
Public Works Technician	7	\$16.95	\$25.43	1.00	1.00	1.00
				<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	0.10	0.10	0.10
GIS Intern	N/A	\$8.48	\$12.72	0.20	0.20	0.20
				<u>0.30</u>	<u>0.30</u>	<u>0.30</u>
				<u>8.30</u>	<u>8.30</u>	<u>8.30</u>
<u>Water Distribution</u>						
Full-time:						
Public Works Field Supervisor	11	\$24.23	\$36.35	1.00	1.00	1.00
Engineering Specialist	10	\$22.16	\$33.24	1.00	1.00	1.00
Public Works Crew Leader	9	\$20.27	\$30.40	3.00	3.00	3.00
Public Works Program Specialist	9	\$20.27	\$30.40	1.00	1.00	1.00
Public Works Technician	7	\$16.95	\$25.43	8.00	8.00	8.00
				<u>14.00</u>	<u>14.00</u>	<u>14.00</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Water Meter Reading</u>						
Full-time:						
Water Resources Utility Specialist	8	\$18.53	\$27.80	1.00	1.00	1.00
Public Works Technician	7	\$16.95	\$25.43	1.00	1.00	1.00
Public Works Utility Technician	7	\$16.95	\$25.43	0.00	3.00	3.00
				<u>2.00</u>	<u>5.00</u>	<u>5.00</u>
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	0.60	0.60	0.60
				<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
				<u>2.60</u>	<u>5.60</u>	<u>5.60</u>
<u>TOTAL WATER FUND</u>						
Full-time				26.00	29.00	29.00
Part-time				0.00	0.00	0.00
Variable-hour/Seasonal				0.90	1.00	1.00
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>26.90</u>	<u>30.00</u>	<u>30.00</u>



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
<u>Water System</u>					
Waterline Replacements	\$ -	\$ -	\$ -	\$ 1,026,000	\$ 1,056,000
	Convert old 4" waterlines to new standard 8" waterlines.				
City Center Sprinkler System	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	Water conservation plan participation on City Center sprinkler system.				
Storage Tank	\$ 3,310,000	\$ 4,000,000	\$ -	\$ -	\$ -
	Build 10 mg storage tank.				
Auto Meter Read Technology	\$ 2,340,000	\$ 2,400,000	\$ 2,480,000	\$ 2,552,000	\$ -
	Install automated meter read infrastructure.				
Water Mains	\$ -	\$ 100,000	\$ -	\$ -	\$ -
	Install new mains at locations to be determined by analysis or leaks.				
Well	\$ -	\$ -	\$ 3,582,000	\$ -	\$ -
	Drill new wells at locations to be determined by study.				
Impact Fee Projects	\$ 1,150,000	\$ -	\$ -	\$ -	\$ -
	Future water impact fee projects.				
Miscellaneous Projects	\$ 293,841	\$ 85,000	\$ 1,290,000	\$ 4,236,000	\$ 7,025,000
	Miscellaneous projects as needed.				
Subtotal - Water System	\$ 7,143,841	\$ 6,585,000	\$ 7,352,000	\$ 7,814,000	\$ 8,081,000
<u>Vehicles & Equipment</u>					
Pickup Trucks	\$ 104,000	\$ 90,000	\$ -	\$ 36,000	\$ 37,000
	FY 2020 - 3 Vehicles (#5001, #5024, & #5154). FY 2021 - 2 Vehicles (#5059 & #5101). FY 2023 - 1 Vehicle (#5002). FY 2024 - 1 Vehicle (#5003).				
Dump Trucks	\$ -	\$ 175,000	\$ 99,000	\$ -	\$ -
	FY 2021 - 2009 International 7600 15-ton (#5201). FY 2022 - 2009 Sterling 2-ton (#5155).				

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
<u>Vehicles & Equipment (continued)</u>					
Backhoes	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
	Buyback program.				
Excavator / Trackhoe	\$ 140,000	\$ -	\$ -	\$ -	\$ -
	FY 2020 - 2003 Cat 317c trackhoe (#5315).				
Concrete Saw	\$ 32,000	\$ -	\$ -	\$ -	\$ -
	FY 2020 - 2001 Target Pro Cut Diesel (#5403).				
Tablet Chlorinators	\$ 40,000	\$ -	\$ -	\$ -	\$ -
	Replace chlorinators at well #1 and #8				
Leak Detection Equipment	\$ 35,000	\$ -	\$ -	\$ -	\$ -
	Helps identify leaks in water lines.				
Trailers	\$ -	\$ 12,000	\$ -	\$ -	\$ -
	FY 2021 - Generator Trailer (#566) & Trailmax Trailers (#5375 & #5376).				
Vehicle/Equip. Replacement	\$ 18,200	\$ 28,000	\$ 106,000	\$ 169,000	\$ 176,000
	Replace various equipment and vehicles as identified.				
Subtotal - Vehicles/Equip.	\$ 399,200	\$ 335,000	\$ 235,000	\$ 235,000	\$ 243,000
GRAND TOTAL - CAPITAL	<u>\$ 7,543,041</u>	<u>\$ 6,920,000</u>	<u>\$ 7,587,000</u>	<u>\$ 8,049,000</u>	<u>\$ 8,324,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER FUND

DEBT OUTSTANDING

FISCAL YEAR	2005B WATER & STORM SEWER BONDS	2013 WATER & STORM SEWER REFUNDING BONDS	2016 WATER & STORM SEWER REFUNDING BONDS	TOTAL BOND PAYMENTS
2019-2020	\$ 174,035	\$ 918,335	\$ 270,550	\$ 1,362,920
2020-2021	174,711	901,572	268,550	1,344,833
2021-2022	174,343	900,577	266,550	1,341,470
2022-2023	173,946	900,534	263,550	1,338,030
2023-2024	174,518	902,072	259,550	1,336,140
2024-2025	174,047	901,860	255,550	1,331,457
2025-2026	174,546	902,558	251,550	1,328,654
2026-2027	-	-	1,604,850	1,604,850
2027-2028	-	-	1,780,650	1,780,650
2028-2029	-	-	480,575	480,575
GRAND TOTALS	\$ 1,220,146	\$ 6,327,508	\$ 5,701,925	\$ 13,249,579

Principal	\$ 1,151,000	\$ 5,869,519	\$ 4,380,000	\$ 11,400,519
Interest	69,146	457,989	1,321,925	1,849,060
GRAND TOTALS	\$ 1,220,146	\$ 6,327,508	\$ 5,701,925	\$ 13,249,579

Interest Rate	1.48%	2.18%	2.00% - 4.50%
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**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**WATER
RECLAMATION
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

OVERVIEW

The Water Reclamation Fund is used to account for the revenues and expenditures of the City's water reclamation utility. The Water Reclamation Fund has two main operating components: the wastewater collection system and the treatment plant.

The sewer collection system consists of 7 sewer lift stations located at various sites within the city and 296 miles of service lines running under almost every street. There are over 23,000 sewer service connections.

The treatment plant is a regional water reclamation facility processing wastewater generated in the City of Orem, Lindon City, and a portion of the Town of Vineyard. Each of these entities supports the operating and maintenance expenses on a pro-rata basis. At the treatment plant, pollutants are removed from the wastewater using naturally occurring biological processes as well as an ultra-violet disinfection process. The plant collects and treats about 8.5 million gallons of wastewater each day or 5,903 gallons each minute.

The entire wastewater system is a closed system which keeps wastewater contained in a pipe system to prevent contact with the general population and the environment. This helps control the spread of any harmful diseases, viruses, or bacteria. After the wastewater is cleaned to a standard set by the Utah State Division of Water Quality, it is discharged into Powell Slough adjacent to Utah Lake.

Challenges addressed in this budget:

- Provides funds to maintain the collection system and water reclamation facility (OWRF).
- Provides funds to replace vehicles and equipment outlined in the sewer master plan (\$740,000).
- Provides funds to rebuild secondary clarifiers #5 & #6 (\$600,000).
- Provides funds to replace the anaerobic zone mixers (\$500,000).
- Provides additional funding for the H₂S Rehabilitation project (\$1,500,000).
- Provides funding for miscellaneous routine liner projects (\$675,000).
- Provides additional funds for future phosphorous and nitrogen reduction (\$565,000).

Challenges remaining:

- Monitoring and regulating industrial discharges to the collection system.
- Following the 2016 Sewer Master Plan and 7-year rate implementation plan. This will occur as the schedule is followed.
- Struvite control or elimination.
- Phosphorous control in pressate sidestream.
- Hydrogen sulfide control.
- Unknown and/or unpredictable regulatory changes by either the Utah Division of Water Quality (DWQ) or the United States Environmental Protection Agency (EPA).

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

REVENUES

The Water Reclamation Fund receives revenues primarily from fees for collecting and treating wastewater within the City of Orem, Lindon City, and a portion of the Town of Vineyard. The Water Reclamation Fund also receives revenues from sewer system connection fees, pre-treatment fees, interest, and other miscellaneous sources.

REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Sewer Service Charges	\$ 7,855,743	\$ 8,940,513	\$ 9,985,000	\$ 11,285,000
Sewer Fees	222,562	215,018	228,000	228,000
Sewer Connection Fees	298,500	300,600	135,000	5,000
Sewer Impact Fees	-	178,507	180,000	150,000
Interest Earnings	64,461	135,232	115,000	130,000
Sale of Fixed Assets	39,469	9,500	-	-
Miscellaneous Revenues	239,463	216,922	199,694	199,694
Contributed Lines / Assets	79,000	102,940	75,000	-
Contributions from Other Funds	10,000	16,000	16,000	16,000
Appropriations of Surplus	-	-	-	-
FUND TOTALS	\$ 8,809,198	\$ 10,115,232	\$ 10,933,694	\$ 12,013,694

RATES

Usage Charges

Volume - Per 1,000 gallons	\$ 1.42	\$ 1.85	\$ 2.18	\$ 2.53
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Base Rate Charges (Residential)

Base - Per Living Unit	\$ 9.32	\$ 9.32	\$ 10.72	\$ 12.33
Base - Per Multiple Living Unit after first	\$ 8.32	\$ 8.32	\$ 9.72	\$ 11.33

(For non-residential base rate information, see page 6 in Appendix B - Fees & Charges)

Connection Fees

Participating	\$ 600.00	\$ 600.00	N/A	N/A
Non-participating	\$ 1,500.00	\$ 1,500.00	N/A	N/A
All Sizes	N/A	N/A	\$ 30.00	\$ 30.00

(Modified due to new sewer impact fees, see page 12 in Appendix B - Fees & Charges)

Pretreatment Fees

Annual Sampling Fee (automotive)	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Categorical Annual Sampling Fee	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
Non-categorical Annual Sampling Fee	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Reinspection Fee	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00

(For all other pretreatment fees, see page 29 in Appendix B - Fees & Charges)

Impact Fees

Sewer Impact Fees (City Service Area & Southwest Service Area)

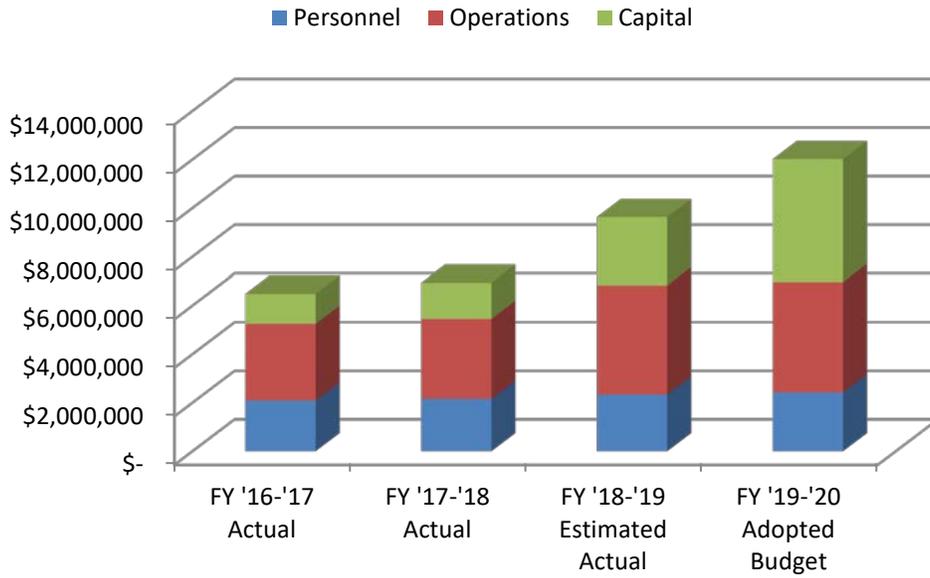
(See pages 15-17 in Appendix B - Fees & Charges)

**CITY OF OREM
ADOPTED BUDGET**

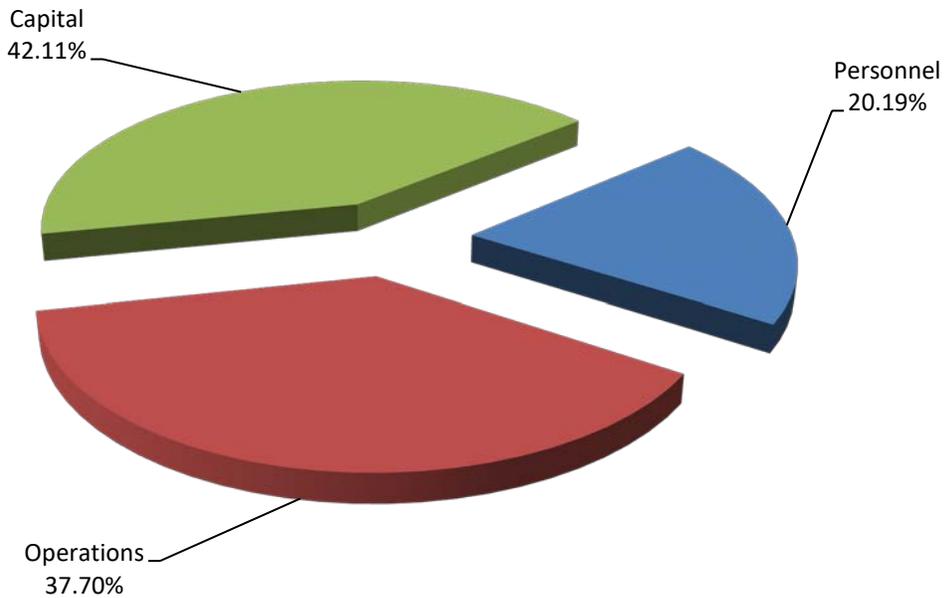
FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Water Reclamation Administration</u>					
Personnel	\$ 86,097	\$ 83,359	\$ 135,159	\$ 141,869	1
Operations	1,783,811	1,918,470	2,594,731	2,748,028	
Capital	5,359	26,371	16,000	16,000	
	<u>1,875,267</u>	<u>2,028,200</u>	<u>2,745,890</u>	<u>2,905,897</u>	
<u>Water Reclamation Collection</u>					
Personnel	604,507	625,138	651,970	689,521	8
Operations	156,411	179,798	226,749	235,119	
Capital	35,996	73,072	520,000	310,000	
	<u>796,914</u>	<u>878,008</u>	<u>1,398,719</u>	<u>1,234,640</u>	
<u>Water Reclamation Treatment</u>					
Personnel	1,396,681	1,443,423	1,543,609	1,593,655	19
Operations	1,208,033	1,189,658	1,668,864	1,546,463	
Capital	596,581	575,535	1,218,000	1,530,000	
	<u>3,201,295</u>	<u>3,208,616</u>	<u>4,430,473</u>	<u>4,670,118</u>	
<u>Water Reclamation Capital Projects</u>					
Operations	11,312	7,819	-	-	
Capital	594,748	807,914	1,052,104	3,203,039	
	<u>606,060</u>	<u>815,733</u>	<u>1,052,104</u>	<u>3,203,039</u>	
<u>TOTAL WATER RECLAMATION FUND</u>					
Personnel	\$ 2,087,285	\$ 2,151,920	\$ 2,330,738	\$ 2,425,045	28
Operations	3,159,567	3,295,745	4,490,344	4,529,610	
Capital	1,232,684	1,482,892	2,806,104	5,059,039	
TOTALS	<u>\$ 6,479,536</u>	<u>\$ 6,930,557</u>	<u>\$ 9,627,186</u>	<u>\$ 12,013,694</u>	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
Routine Maintenance Elimination	\$ 700,000	\$ 716,000	\$ 740,000	\$ 760,000
H2S Rehabilitation	1,500,000	2,000,000	2,500,000	3,000,000
Springwater Lift Station Upgrade/Expansion	1,825,000	-	-	-
Headworks Aeration Basin	464,000	-	-	-
Concrete Membrane - Lagoon	-	597,000	-	-
Miscellaneous Sewer Projects - Identified	600,000	1,726,000	2,910,000	2,320,000
Miscellaneous Sewer Projects - Unidentified	90,000	90,000	93,000	95,000
Vehicle & Equipment Replacement	554,000	1,229,000	642,000	648,000
TOTALS	<u>\$ 5,733,000</u>	<u>\$ 6,358,000</u>	<u>\$ 6,885,000</u>	<u>\$ 6,823,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Water Reclamation Administration</u>						
Full-time:						
Water Reclamation Section Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
Variable-hour/Seasonal:						
PW Management Intern	N/A	\$8.48	\$12.72	0.00	0.10	0.10
				<u>1.00</u>	<u>1.10</u>	<u>1.10</u>
<u>Water Reclamation Collection</u>						
Full-time:						
Public Works Field Supervisor	11	\$24.23	\$36.35	1.00	1.00	1.00
Public Works Crew Leader	9	\$20.27	\$30.40	2.00	2.00	2.00
Public Works Technician	7	\$16.95	\$25.43	5.00	5.00	5.00
				<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
Variable-hour/Seasonal:						
GIS Intern	N/A	\$9.26	\$13.89	0.25	0.25	0.25
Laborer	N/A	\$8.48	\$12.72	1.10	1.10	1.10
				<u>1.35</u>	<u>1.35</u>	<u>1.35</u>
				<u>9.35</u>	<u>9.35</u>	<u>9.35</u>
<u>Water Reclamation Treatment</u>						
Full-time:						
Public Works Field Supervisor	11	\$24.23	\$36.35	1.00	1.00	1.00
Engineering Specialist	10	\$22.16	\$33.24	1.00	1.00	1.00
Instrumentation/Control Specialist	10	\$22.16	\$33.24	1.00	1.00	1.00
Pre-Treatment Coordinator	10	\$22.16	\$33.24	1.00	1.00	1.00
Instrumentation/Control Technician	9	\$20.27	\$30.40	1.00	1.00	1.00
Senior Plant Operator	9	\$20.27	\$30.40	3.00	3.00	3.00
Plant Operator *	8	\$18.53	\$27.80	9.00	9.00	9.00
Pre-Treatment Inspector	8	\$18.53	\$27.80	1.00	1.00	1.00
				<u>18.00</u>	<u>18.00</u>	<u>18.00</u>
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	1.85	1.85	1.85
				<u>19.85</u>	<u>19.85</u>	<u>19.85</u>
<u>TOTAL WATER RECLAMATION FUND</u>						
Full-time				27.00	27.00	27.00
Variable-hour/Seasonal				3.20	3.20	3.20
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>30.20</u>	<u>30.20</u>	<u>30.20</u>

* We are currently paying a Plant Operator who is on military leave. His position was backfilled while he is deployed. Thus, while we have only nine positions, we have ten on the payroll. The personnel cost in the budget reflects these eleven employees, but we are only indicating the number of authorized positions throughout this budget document.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

DEBT OUTSTANDING

FISCAL YEAR	2010 WATER RECLAMATION PLANT EXPANSION LOAN (PRINCIPAL)	2010 WATER RECLAMATION PLANT EXPANSION LOAN (INTEREST)	TOTAL LOAN PAYMENTS
2019-2020	\$ 594,000	\$ -	\$ 594,000
2020-2021	594,000	-	594,000
2021-2022	594,000	-	594,000
2022-2023	594,000	-	594,000
2023-2024	595,000	-	595,000
2024-2025	595,000	-	595,000
2025-2026	595,000	-	595,000
2026-2027	595,000	-	595,000
2027-2028	595,000	-	595,000
2028-2029	595,000	-	595,000
2029-2030	595,000	-	595,000
2030-2031	595,000	-	595,000
2031-2032	595,000	-	595,000
GRAND TOTALS	\$ 7,731,000	\$ -	\$ 7,731,000

Interest Rate

0.00%

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
<u>Sewer System</u>					
Routine Maint. Elimination	\$ 675,000	\$ 700,000	\$ 716,000	\$ 740,000	\$ 760,000
	Replace sewer lines which are causing greater than normal maintenance.				
H2S Rehabilitation	\$ 1,500,000	\$ 1,500,000	\$ 2,000,000	\$ 2,500,000	\$ 3,000,000
	Address H2S concerns as they are identified and/or discovered.				
Struvite Elimination	\$ 565,000	\$ -	\$ -	\$ -	\$ -
	Struvite elimination project.				
System Replacement	\$ 227,039	\$ 600,000	\$ 1,300,000	\$ 1,910,000	\$ 2,320,000
	Pipe replacements based on condition or due to street improvement projects.				
Springwater Lift Station	\$ -	\$ 1,825,000	\$ -	\$ -	\$ -
	FY 2021 - Geneva Road to Springwater.				
Headworks Aeration Basin	\$ -	\$ 464,000	\$ -	\$ -	\$ -
	Aeration basin rehabilitation and expansion for growth.				
Force Mains	\$ -	\$ -	\$ 426,000	\$ -	\$ -
	FY 2022 - Install 2,700' parallel to Springwater.				
Concrete Membrane - Lagoon	\$ -	\$ -	\$ 597,000	\$ -	\$ -
	Improvements to the existing lagoon at the Treatment Plant.				
Impact Fee Projects	\$ 150,000	\$ -	\$ -	\$ -	\$ -
	Future sewer impact fee projects.				
Miscellaneous Projects	\$ 86,000	\$ 90,000	\$ 90,000	\$ 1,093,000	\$ 95,000
	Miscellaneous projects as needed based upon inspections.				
Subtotal - Sewer System	\$ 3,203,039	\$ 5,179,000	\$ 5,129,000	\$ 6,243,000	\$ 6,175,000
<u>Vehicles & Equipment</u>					
Backhoes & Dump Trucks	\$ 10,000	\$ 100,000	\$ -	\$ -	\$ -
	FY 2020 - Backhoe buyback program. FY 2021 - 2009 Dodge 2-ton (#6153).				

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
Vehicles & Equipment (continued)					
Pickup Trucks & Cargo Vans	\$ 31,000	\$ 34,000	\$ -	\$ -	\$ 104,000
	FY 2020 - 1 Vehicle (#6004). FY 2021 - 1 Vehicle (#6002). FY 2024 - 2 Vehicles (#6003 & #6023).				
Jet Vac Truck - Pipe Hunter	\$ -	\$ 120,000	\$ 120,000	\$ 220,000	\$ 100,000
	Sinking fund for 2008 Ford Jet Rodder (#6202) & 2012 Intl Jet Vac Truck (#6203).				
Utility Van	\$ 300,000	\$ -	\$ -	\$ -	\$ -
	2009 GMC 2-ton TV Van (#6102).				
Utility Vehicles	\$ 28,000	\$ -	\$ 18,000	\$ -	\$ -
	FY 2020 - 1998/1999 EZ-GO (#6381 & #6382). FY 2022 - 2007 Polaris (#6385).				
Vehicle / Equip. Replacement	\$ 86,000	\$ -	\$ 194,000	\$ 122,000	\$ 144,000
	Replacement of vehicles and equipment.				
Secondary Clarifiers	\$ 600,000	\$ -	\$ -	\$ -	\$ -
	Rebuild clarifiers #5 & #6. Originally installed in 1984.				
Anaerobic Zone Mixers	\$ 500,000	\$ -	\$ -	\$ -	\$ -
	Replace six air mixers with oxygen mixers to properly remove phosphorous.				
Redundant Waste Gas Burner	\$ 175,000	\$ -	\$ -	\$ -	\$ -
	Provides backup for methane gas flare and corrects issues with current installation.				
All-weather Sampler	\$ 24,000	\$ -	\$ -	\$ -	\$ -
	New equipment to be able to monitor phosphorous at the facility.				
Generator	\$ -	\$ -	\$ 597,000	\$ -	\$ -
	Replace backup generator at the Treatment Plant.				
Plant Equipment Replacement	\$ 102,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
	Replace equipment used in reclamation plant operations.				
Subtotal - Vehicles & Equip.	\$ 1,856,000	\$ 554,000	\$ 1,229,000	\$ 642,000	\$ 648,000
GRAND TOTAL - CAPITAL	\$ 5,059,039	\$ 5,733,000	\$ 6,358,000	\$ 6,885,000	\$ 6,823,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

WATER RECLAMATION FUND



Water Reclamation Plant

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**STORM
WATER
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND

OVERVIEW

The Storm Water Fund is used to account for the revenues and expenditures of the City's storm water utility. The storm water utility operates and maintains the City's storm drains and detention basins which minimize flooding and water pollution within the City of Orem.

The storm water system is a separate collection and runoff system. It is not connected to the sewer collection system of the city. Storm water is not filtered or cleaned before it is released into Powell Slough adjacent to Utah Lake, Lindon Hollow, the Provo River, or absorbed back into the City's groundwater.

The system consists of an estimated 3,650 Class V injection wells located on public and private property and approximately 460,000 feet (87 miles) of storm drain pipe. Pipe sizes range from 6" to 54" in diameter. The vast majority of such pipe is 24" or less in diameter. The storm water system also includes 47 detention areas for storm water filtration. With regard to these detention areas, 25 are multi-use facilities with turf grass areas open to the public and 22 are unimproved areas, some of which are wetland areas.

Challenges addressed in this budget:

- Provides additional funding of \$568,000 to continue addressing abandonment of the West Union Canal (owned and operated by the West Union Canal Company).
- Provides funding for miscellaneous projects and repairs (\$712,892).
- Provides funding to replace three vehicles (includes a street sweeper), one riding lawn mower & a backhoe (\$317,000).
- Provides funding for a piping project on Heat Plant Road (\$139,000).
- Provides funding for a piping project on 900 South & 2000 South (\$608,000).
- Provides a rate increase following the master plan implementation schedule.

Challenges remaining:

- Address ongoing challenges presented by the abandonment of the West Union Canal.
- Address the potential for abandonment of other canals that convey storm water within the City.
- Address the challenges presented from increased workload due to a growing City.
- Acquire sufficient land to build future storm water detention facilities.
- Meeting the objectives for compliance with the Phase II regulations governing storm water. These regulations pertain to preventing storm water pollution through good housekeeping practices by builders, contractors, homeowners, and business owners.
- Allocate and prioritize funding to enable the City to support storm water line and other infrastructure improvements identified in the 2018 Storm Water Master Plan.
- Ongoing equipment replacement.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND

REVENUES

The Storm Water Fund receives revenues primarily from fees assessed to all property owners based on the amount of impervious surface area on a property within the City's boundaries. The City converts the impervious surface area into a billable unit referred to as an Equivalent Service Unit (ESU).

Currently, there are over 52,000 total ESU's throughout the City of Orem. Of the total ESU's, approximately 37% are single family residential, 9% are school related, 5% are related to religious affiliations, and the remaining 49% are commercial, industrial, or manufacturing properties.

REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Storm Water Charges	\$ 3,857,822	\$ 4,220,916	\$ 4,350,000	\$ 4,650,000
Storm Water Fees	7,200	3,600	20,000	25,000
Storm Water Impact Fees	-	29,988	80,000	70,000
Interest Earnings	45,750	92,365	90,000	90,000
Amortization of Bond Premiums	12,696	12,696	12,695	12,695
Sale of Fixed Assets	44,357	17,705	-	-
Miscellaneous Revenues	50,000	-	5,500	5,500
Contributed Lines / Assets	59,050	89,102	50,000	-
Contributions from Other Funds	90,000	130,000	130,000	141,000
Appropriations of Surplus	-	-	-	538,000
FUND TOTALS	\$ 4,166,875	\$ 4,596,372	\$ 4,738,195	\$ 5,532,195

RATES

Base Rate Charges

Equivalent Service Unit (ESU) - Per month	\$ 6.25	\$ 6.75	\$ 7.10	\$ 7.35
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Construction Site Inspection Fees (Single Family)

≤ 1 Acre (If No UPDES NOI Required)	\$ 75.00	\$ 75.00	\$ 110.00	\$ 135.00
≤ 5 Acres	\$ 150.00	\$ 150.00	\$ 825.00	\$ 1,015.00
> 5 Acres	\$ 200.00	\$ 200.00	\$ 1,100.00	\$ 1,355.00

(For all other categories, see pages 12-13 in Appendix B - Fees & Charges)

Construction Site Citation Fees

First Infraction - Per day per violation	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Second Infraction - Per day per violation	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Third Infraction - Per day per violation	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00

(For other citation information, see page 12 in Appendix B - Fees & Charges)

Impact Fees

Storm Water Impact Fees (City Service Area & Southwest Service Area)

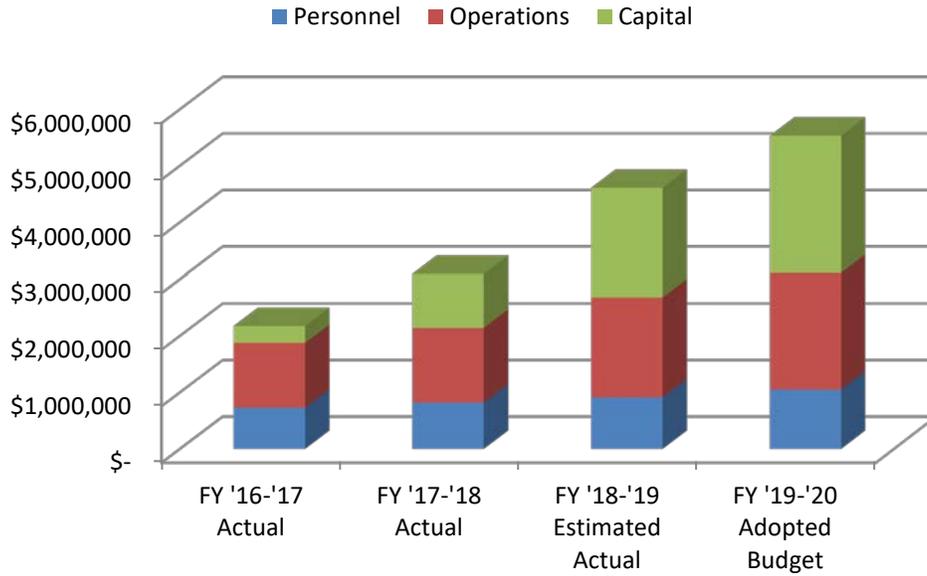
(See page 17 in Appendix B - Fees & Charges)

**CITY OF OREM
ADOPTED BUDGET**

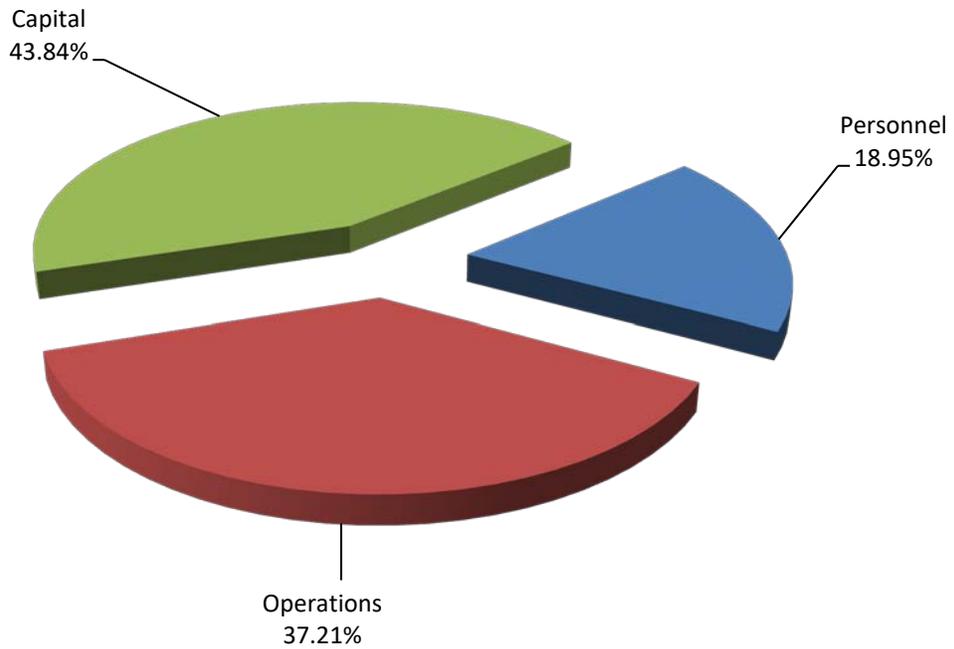
FISCAL YEAR 2019-2020

STORM WATER FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Storm Water Operations</u>					
Personnel	\$ 726,347	\$ 818,058	\$ 911,500	\$ 1,048,406	12
Operations	1,148,462	1,304,231	1,764,622	2,058,697	
Capital	300,168	45,343	398,860	327,200	
	<u>2,174,977</u>	<u>2,167,632</u>	<u>3,074,982</u>	<u>3,434,303</u>	
<u>Storm Water Capital Projects</u>					
Personnel	-	-	-	-	0
Operations	-	19,232	-	-	
Capital	-	902,688	1,534,394	2,097,892	
	<u>-</u>	<u>921,920</u>	<u>1,534,394</u>	<u>2,097,892</u>	
<u>TOTAL STORM WATER FUND</u>					
Personnel	\$ 726,347	\$ 818,058	\$ 911,500	\$ 1,048,406	12
Operations	1,148,462	1,323,463	1,764,622	2,058,697	
Capital	300,168	948,031	1,933,254	2,425,092	
TOTALS	<u>\$ 2,174,977</u>	<u>\$ 3,089,552</u>	<u>\$ 4,609,376</u>	<u>\$ 5,532,195</u>	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
West Union Canal Projects	\$ 576,000	\$ 135,000	\$ -	\$ -
Detention Basin - 424 East	221,000	-	-	-
2000 S - Upgrade Pipe - Canal Project	645,000	-	-	-
1200 N / 800 W - State - Upgrade Pipe	-	1,364,000	414,000	714,000
Detention Basin - Bonneville Elementary	-	-	641,000	46,000
800 W - Upgrade Pipe	-	-	-	338,000
Future Projects - Identified	516,000	532,000	548,000	566,000
Future Projects - Unidentified	550,000	570,000	585,000	605,000
Vehicle & Equipment Replacement	207,000	306,000	339,000	207,000
TOTALS	<u>\$ 2,715,000</u>	<u>\$ 2,907,000</u>	<u>\$ 2,527,000</u>	<u>\$ 2,476,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Storm Water Operations</u>						
Full-time:						
Public Works Field Supervisor	11	\$24.23	\$36.35	1.00	1.00	1.00
Engineering Specialist	10	\$22.16	\$33.24	1.00	1.00	1.00
Storm Water Project Manager	10	\$22.16	\$33.24	2.00	2.00	2.00
Public Works Crew Leader	9	\$20.27	\$30.40	1.00	1.00	2.00
Public Works Technician	7	\$16.95	\$25.43	6.00	6.00	6.00
				<u>11.00</u>	<u>11.00</u>	<u>12.00</u>
Variable-hour/Seasonal:						
Laborer	N/A	\$8.48	\$12.72	1.25	1.25	1.25
				<u>12.25</u>	<u>12.25</u>	<u>13.25</u>
<u>TOTAL STORM WATER FUND</u>						
Full-time				11.00	11.00	12.00
Variable-hour/Seasonal				1.25	1.25	1.25
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>12.25</u>	<u>12.25</u>	<u>13.25</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND

DEBT OUTSTANDING

FISCAL YEAR	2013 WATER & STORM SEWER REFUNDING BONDS	TOTAL BOND PAYMENTS
2019-2020	\$ 463,035	\$ 463,035
2020-2021	454,584	454,584
2021-2022	454,081	454,081
2022-2023	454,060	454,060
2023-2024	454,835	454,835
2024-2025	454,729	454,729
2025-2026	455,080	455,080
GRAND TOTALS	\$ 3,190,404	\$ 3,190,404

Principal	\$ 2,959,481	\$ 2,959,481
Interest	230,923	230,923
GRAND TOTALS	\$ 3,190,404	\$ 3,190,404

Interest Rate 2.18%

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
<u>Storm Water System</u>					
West Union Canal Projects	\$ 468,000	\$ 576,000	\$ 135,000	\$ -	\$ -
	Projects needed due to the abandonment of the West Union canal.				
Detention Basin - 424 E	\$ 100,000	\$ 221,000	\$ -	\$ -	\$ -
	Expand existing detention basin due to West Union Canal abandonment.				
Storm Line - 2000 S	\$ 456,000	\$ 645,000	\$ -	\$ -	\$ -
	Upgrade line due to West Union Canal abandonment.				
Storm Line - Heat Plant Road	\$ 139,000	\$ -	\$ -	\$ -	\$ -
	Upsize 367' of 36" pipe to 42" pipe along Heat Plant Road at UVU.				
Storm Line - 900 S	\$ 152,000	\$ -	\$ -	\$ -	\$ -
	Upgrade 3,240' of existing 12" line to 18" line from 250 W through UVU.				
Storm Line - 1200 N 800 W	\$ -	\$ -	\$ 1,364,000	\$ 414,000	\$ 714,000
	Install 4,230' of 42" pipe from 800 W to State Street.				
Detention Basin - Bonneville	\$ -	\$ -	\$ -	\$ 543,000	\$ -
	Construct detention basin in turf grass area near Bonneville Elementary school.				
Storm Line - Bonneville	\$ -	\$ -	\$ -	\$ 98,000	\$ 46,000
	Install 590' of 18" pipe to the detention basin near Bonneville Elementary school.				
Storm Line - 800 W	\$ -	\$ -	\$ -	\$ -	\$ 338,000
	Install 680' of 48" pipe along 800 West.				
Impact Fee Projects	\$ 70,000	\$ -	\$ -	\$ -	\$ -
	Future storm water impact fee projects.				
Miscellaneous Projects	\$ 712,892	\$ 1,066,000	\$ 1,102,000	\$ 1,133,000	\$ 1,171,000
	Miscellaneous projects as needed.				
Subtotal - S. Water System	\$ 2,097,892	\$ 2,508,000	\$ 2,601,000	\$ 2,188,000	\$ 2,269,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND

CAPITAL PROJECTS DETAIL

CAPITAL PROJECTS	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
<u>Vehicles & Equipment</u>					
Pickup Trucks	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	FY 2020 - 2005 Chevy 1500 (#9000) & 2008 Chevy Colorado (#9001).				
Dump Truck	\$ -	\$ 79,000	\$ -	\$ -	\$ -
	FY 2021 - 2009 GMC 3-ton dump truck (#9102).				
Street Sweeper	\$ 240,000	\$ 100,000	\$ 100,000	\$ 61,000	\$ 200,000
	FY 2020 - 2012 Tymco 600 (#8356). FY 2021 through FY 2024 are sinking fund amounts to replace 2015 Tymco 600 (#8357) & 2017 Chevrolet Sweeper (#8355).				
Jet Vac Truck	\$ -	\$ -	\$ 200,000	\$ 278,000	\$ -
	Sinking Fund to replace 2009 Sterling Jet Vac Truck (#9252).				
Riding Mowers	\$ 17,000	\$ -	\$ -	\$ -	\$ -
	FY 2022 - 2010 Grasshopper (#9302).				
Vehicle/Equip. Replacement	\$ 20,200	\$ 28,000	\$ 6,000	\$ -	\$ 7,000
	Replace various equipment and vehicles as identified.				
Subtotal - Vehicles & Equip.	\$ 327,200	\$ 207,000	\$ 306,000	\$ 339,000	\$ 207,000
GRAND TOTAL - CAPITAL	\$ 2,425,092	\$ 2,715,000	\$ 2,907,000	\$ 2,527,000	\$ 2,476,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

STORM WATER FUND



Skate Park Detention Pond



Bonneville Park Detention Pond



Williams Farm Detention Pond



800 North Detention Pond

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**RECREATION
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION FUND

OVERVIEW

The Recreation Fund operates all Fitness Center and Scera Park Pools operations as well as overseeing the use of all city parks. The Recreation Fund plans, administers and supervises a full range of programs and services associated with a full scale fitness center and swimming pools.

The Recreation Fund has the following divisions:

- Recreation Administration
- Fitness Center Operations
- Fitness Center Facilities
- Scera Park Pools Facilities & Operations

Challenges addressed in this budget:

- Added funds to maintain competitive wages for variable hour employee pay.
- Received capital project funds to help with infrastructure repairs and updates at the Scera Park outdoor pools.
- Received capital project funds to help with heat exchanger infrastructure repairs and updates.
- Applying for additional CARE funds for the Orem Fitness Center remodel design process.

Challenges remaining:

- Maintaining high customer service with relatively fixed expenditure budgets.
- Being competitive in the local job market and retaining current employees.
- Continuing pool and satellite operations during the Fitness Center reconstruction.
- Adjusting to patron and member expectations in a competitive fitness and recreation market.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION FUND

REVENUES

The Recreation Fund receives revenues from annual, monthly and daily admission charges to the Fitness Center (including individual, family and business passes) and daily admission and punch passes to the Scera Park Pools. The revenues also include instructional class registrations, facility reservations, park pavilion reservations, concessions, pro-shop sales and other minor fees.

REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Fitness Center</u>				
Admissions	\$ 995,059	\$ 996,094	\$ 845,000	\$ 115,000
Group Use	95,051	81,267	52,000	50,000
Classes and Programs	139,561	170,034	149,000	80,000
Product Sales and Concessions	16,501	14,679	16,500	-
Rentals	4,617	3,974	13,700	-
Child Care	12,570	12,999	13,000	5,000
	<u>1,263,359</u>	<u>1,279,047</u>	<u>1,089,200</u>	<u>250,000</u>
<u>Scera Outdoor Pool</u>				
Admissions	173,998	178,950	169,000	184,000
Group Use	48,689	40,666	45,000	45,000
Classes and Programs	80,204	65,948	82,000	80,000
Product Sales and Concessions	48,477	58,764	47,000	58,000
Rentals	-	280	50	50
	<u>351,368</u>	<u>344,608</u>	<u>343,050</u>	<u>367,050</u>
<u>Other Revenues</u>				
Interest Earnings	9,096	15,888	9,000	16,000
Rentals - Pavilions	-	45,671	70,000	60,000
Miscellaneous Revenues	2,549	596	2,250	2,250
Contributions from Other Funds	402,000	404,000	404,000	987,000
	<u>413,645</u>	<u>466,155</u>	<u>485,250</u>	<u>1,065,250</u>
FUND TOTALS	<u>\$ 2,028,372</u>	<u>\$ 2,089,810</u>	<u>\$ 1,917,500</u>	<u>\$ 1,682,300</u>

Fitness Center

Daily Admission Fee - 14 & Older	\$ 4.25	\$ 4.25	\$ 4.50	\$ 4.50
Daily Admission Fee - Senior (55 & Older)	3.50	3.50	3.50	3.50
Daily Admission Fee - Youth (4 to 13)	3.25	3.25	3.35	3.35

Scera Outdoor Pool

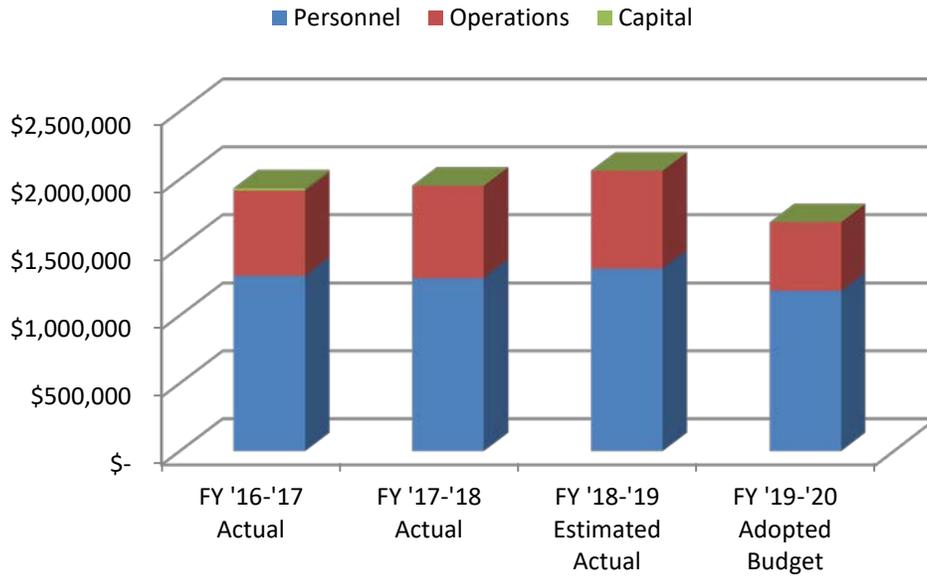
Daily Admission Fee - 14 & Older	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
Daily Admission Fee - Senior (55 & Older)	5.00	5.00	5.00	5.00
Daily Admission Fee - Youth (4 to 13)	5.00	5.00	5.00	5.00
Daily Admission Fee - Toddler (1 to 3)	1.50	1.50	1.50	1.50

**CITY OF OREM
ADOPTED BUDGET**

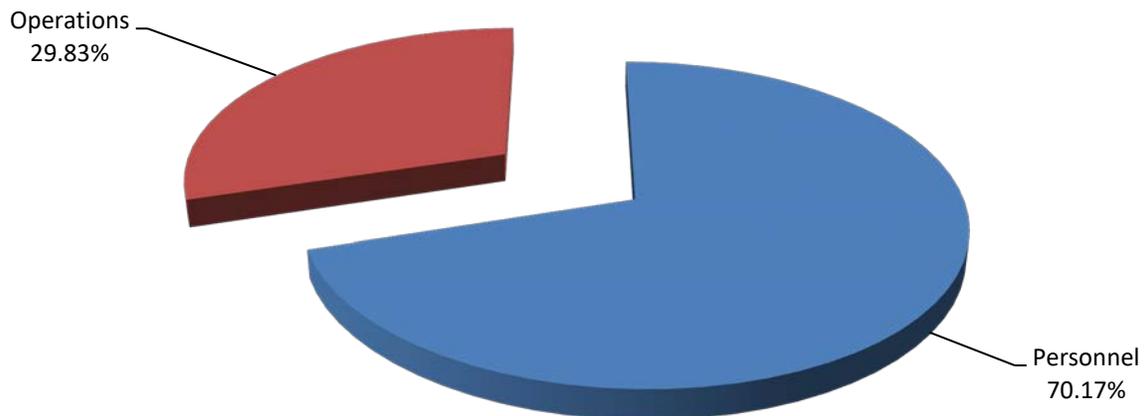
FISCAL YEAR 2019-2020

RECREATION FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION FUND

EXPENDITURES SUMMARY

DIVISION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Recreation Administration</u>					
Personnel	\$ 129,206	\$ 111,561	\$ 132,011	\$ 137,600	1
Operations	129,955	134,339	150,108	138,700	
Capital	-	-	-	-	
	<u>259,161</u>	<u>245,900</u>	<u>282,119</u>	<u>276,300</u>	
<u>Fitness Center Operations</u>					
Personnel	816,972	805,804	830,330	658,382	2
Operations	28,826	32,883	24,725	4,000	
Capital	-	-	-	-	
	<u>845,798</u>	<u>838,687</u>	<u>855,055</u>	<u>662,382</u>	
<u>Fitness Center Facilities</u>					
Personnel	189,254	189,889	197,747	204,606	2
Operations	296,441	355,393	378,750	190,183	
Capital	-	-	-	-	
	<u>485,695</u>	<u>545,282</u>	<u>576,497</u>	<u>394,789</u>	
<u>Outdoor Pool</u>					
Personnel	152,501	166,578	179,829	179,829	0
Operations	172,768	155,443	169,000	169,000	
Capital	16,302	-	-	-	
	<u>341,571</u>	<u>322,021</u>	<u>348,829</u>	<u>348,829</u>	
<u>TOTAL RECREATION FUND</u>					
Personnel	\$ 1,287,933	\$ 1,273,832	\$ 1,339,917	\$ 1,180,417	5
Operations	627,990	678,058	722,583	501,883	
Capital	16,302	-	-	-	
TOTALS	<u>\$ 1,932,225</u>	<u>\$ 1,951,890</u>	<u>\$ 2,062,500</u>	<u>\$ 1,682,300</u>	

* Number of benefitted employees

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION FUND

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Recreation Administration</u>						
Full-time:						
Recreation Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
<u>Fitness Center Operations</u>						
Full-time:						
Recreation Program Coordinator	9	\$20.27	\$30.40	2.00	2.00	2.00
Variable-hour/Seasonal:						
Aerobics Instructor (incl. Water)	N/A	\$10.11	\$15.16	3.95	3.95	3.20
Creative Dance Instructor	N/A	\$10.11	\$15.16	0.65	0.65	0.50
Raquetball Specialist	N/A	\$10.11	\$15.16	0.35	0.35	0.00
Recreation Instructor	N/A	\$10.11	\$15.16	0.10	0.10	0.00
Sports Supervisor	N/A	\$10.11	\$15.16	0.10	0.10	0.00
Firearms Range Attendant	N/A	\$9.26	\$13.89	0.55	0.55	0.00
Swim Coach	N/A	\$9.26	\$13.89	0.10	0.10	0.00
Service Worker	N/A	\$8.48	\$12.72	0.95	0.95	0.75
Child Care Attendant	N/A	\$7.70	\$11.55	1.70	1.70	1.00
Desk Clerk	N/A	\$7.70	\$11.55	6.50	6.50	5.20
Lifeguard	N/A	\$7.70	\$11.55	13.60	13.60	0.20
Recreation Assistant	N/A	\$7.70	\$11.55	1.00	1.00	0.00
Admissions/Concessions	N/A	\$7.25	\$10.56	0.25	0.25	0.15
				<u>29.80</u>	<u>29.80</u>	<u>11.00</u>
				31.80	31.80	13.00
<u>Fitness Center Facilities</u>						
Full-time:						
Recreation Facility Maint. Supervisor	10	\$22.16	\$33.24	1.00	1.00	1.00
Maintenance Helper	6	\$15.50	\$23.25	1.00	1.00	1.00
Custodian	4	\$12.96	\$19.45	1.00	1.00	1.00
				<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

RECREATION FUND

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Outdoor Pool</u>						
Variable-hour/Seasonal:						
Building Maintenance Technician	N/A	\$13.17	\$19.75	0.30	0.30	0.30
Water Aerobics Instructor	N/A	\$10.11	\$15.16	0.10	0.10	0.10
Swim Coach	N/A	\$9.26	\$13.89	0.05	0.05	0.05
Shift Supervisor	N/A	\$8.48	\$12.72	0.10	0.10	0.10
Desk Clerk	N/A	\$7.70	\$11.55	0.45	0.45	0.45
Lifeguard	N/A	\$7.70	\$11.55	5.35	5.35	5.35
Admissions/Concessions	N/A	\$7.25	\$10.56	1.60	1.60	1.60
				<u>7.95</u>	<u>7.95</u>	<u>7.95</u>
<u>TOTAL RECREATION FUND</u>						
Full-time				6.00	6.00	6.00
Variable-hour/Seasonal				37.75	37.75	18.95
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>43.75</u>	<u>43.75</u>	<u>24.95</u>



Orem Fitness Center



Scera Park Outdoor Pool

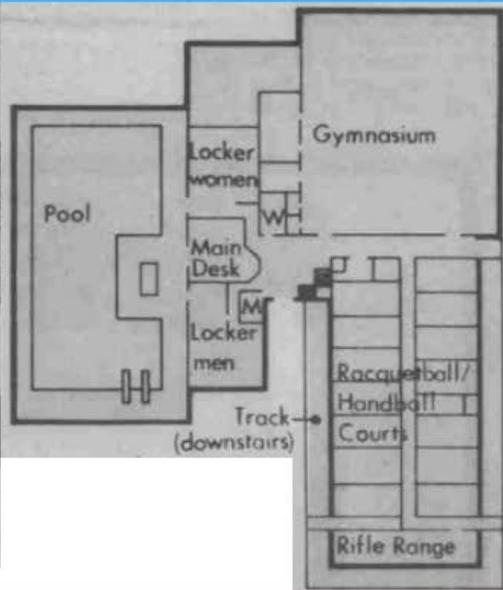
CITY OF OREM
ADOPTED BUDGET

FISCAL YEAR 2019-2020

RECREATION FUND

OREM FITNESS CENTER

THE TIME HAS COME



BUILT IN 1979 • REIMAGINED 2019

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**SOLID
WASTE
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SOLID WASTE FUND

OVERVIEW

The Solid Waste Fund is used to account for the revenues and expenses of the city-wide residential curbside solid waste, recycling, and green waste operations of the City. The fund manages a third-party service contract to provide these services. The service contract is currently with Waste Management of Utah.

The City has over 22,000 residential solid waste cans collecting over 24,000 tons of waste per year.

Recycling subscriptions total over 12,000 cans collecting over 2,800 tons of waste per year. The City's diversion rate is approximately 18%. In order to increase recycling efforts and the overall diversion rate, as of July 1, 2018, all new utility accounts will be automatically signed up for both a residential curbside container and a recycling container. Existing utility accounts will still be grandfathered into the existing "opt out" recycling program. However, recycling will be mandatory for all new accounts. The City's Natural Resource Stewardship Committee endorsed this recommended change.

Green waste subscriptions total over 4,000 cans collecting over 2,300 tons of waste per year. This service operates from March through November of each year. This is an "opt in" program.

The City also offers each residential customer two coupons for free loads to the North Pointe Transfer Station. There were over 9,000 coupons redeemed last year. The City also offers free Christmas tree disposal for residents.

Challenges addressed in this budget:

- Continued the Spring Clean-Up Program which provides an additional free opportunity for residents to dispose of their solid waste.
- Allocated resources to increase the outreach and promotion of the City's recycling program in cooperation with Waste Management of Utah.
- Continued allocation of resources intended to mitigate the wear and tear of City roads caused by curbside waste collection vehicles.
- Modified the recycling program policy for all new utility accounts from an "opt out" program to a "mandatory" program while still grandfathering existing utility accounts.

Challenges remaining:

- Continuing to seek ways to minimize solid waste disposal costs.
- Expanding residential curbside green waste.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SOLID WASTE FUND

REVENUES

The Solid Waste Fund receives revenues primarily from residential garbage collection fees on regular refuse, recyclable, and green waste items.

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
Refuse - Residential	\$ 2,521,030	\$ 2,594,148	\$ 2,666,100	\$ 2,776,600
Refuse - Residential - 2 nd Can Fee	326,596	344,834	355,600	371,300
Recycling Can Fee	482,268	494,025	493,780	567,200
Green Waste Fee	246,179	264,645	270,000	294,200
Interest Earnings	9,582	15,332	9,500	15,700
FUND TOTALS	\$ 3,585,655	\$ 3,712,984	\$ 3,794,980	\$ 4,025,000

RATES

Combined Rate (Monthly)

Residential Service & Recycling (Mandatory for all new accounts)	N/A	N/A	\$ 14.40	\$ 15.10
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Base Rate (Monthly)

Residential Service	\$ 10.85	\$ 10.85	\$ 11.15	\$ 11.50
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Other Rates (Monthly)

Additional Containers	\$ 9.85	\$ 9.85	\$ 10.15	\$ 10.50
Green Waste	\$ 5.85	\$ 5.85	\$ 6.00	\$ 6.20
Recycling	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.60
Multiple Units	\$ 10.85	\$ 10.85	\$ 11.15	\$ 11.50
Multiple Units per Additional Unit	\$ 10.85	\$ 10.85	\$ 11.15	\$ 11.50
Trailer Courts & Condominiums	\$ 10.85	\$ 10.85	\$ 11.15	\$ 11.50
Trailer Courts & Condominiums per Addtl	\$ 10.85	\$ 10.85	\$ 11.15	\$ 11.50

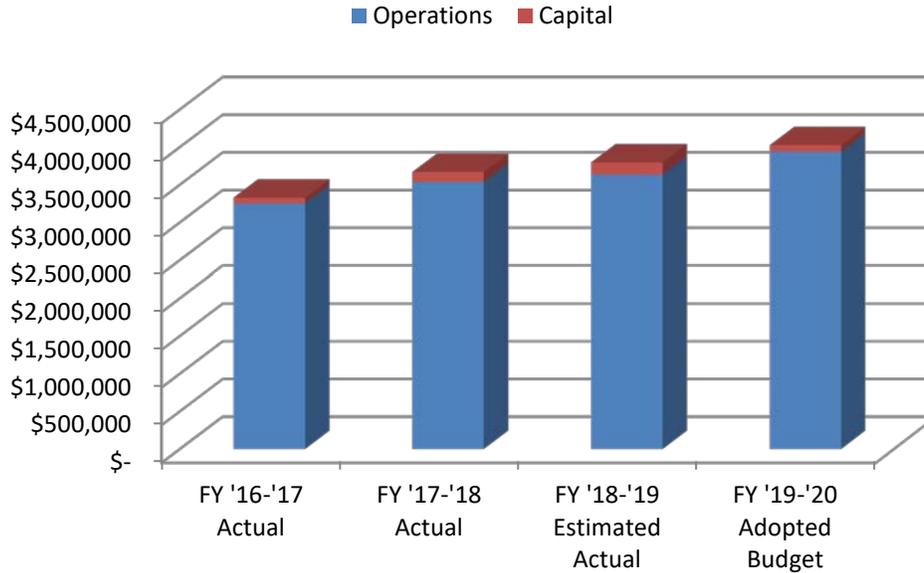
(The City Manager is authorized to pass on tipping fee increases to the base rate at the time of increase by the Solid Waste District)

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SOLID WASTE FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Operations</u>				
Solid Waste Contract	\$ 1,848,108	\$ 1,888,643	\$ 1,940,000	\$ 2,005,960
Landfill Charges	809,021	803,921	800,000	840,000
Coupon Redemption	53,386	43,922	85,000	60,000
Green Waste Tip Fee	33,748	31,891	35,000	35,000
Green Waste Curbside	52,557	52,150	25,000	55,000
Bank Analysis & Credit Card Fees	86,193	96,336	60,000	100,000
Administration Charge	181,863	204,317	217,717	221,719
311 Services/Utility Billing Charge	112,782	113,418	118,696	127,255
Information Technology Charge	2,000	2,000	2,000	2,000
Other Expenditures	70,838	299,978	350,077	491,737
	<u>3,250,496</u>	<u>3,536,576</u>	<u>3,633,490</u>	<u>3,938,671</u>
<u>Capital</u>				
Take Pride Projects	77,064	131,039	161,490	86,329
	<u>77,064</u>	<u>131,039</u>	<u>161,490</u>	<u>86,329</u>
<u>TOTAL SOLID WASTE FUND</u>				
Operations	\$ 3,250,496	\$ 3,536,576	\$ 3,633,490	\$ 3,938,671
Capital	77,064	131,039	161,490	86,329
TOTALS	<u>\$ 3,327,560</u>	<u>\$ 3,667,615</u>	<u>\$ 3,794,980</u>	<u>\$ 4,025,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**FLEET
MAINTENANCE
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FLEET MAINTENANCE FUND

OVERVIEW

The Fleet Maintenance Fund provides vehicle and equipment maintenance services to all city departments. The Fleet Maintenance division is responsible for servicing over 315 vehicles (sedans, SUV's, vans, trucks, etc.); 125 medium to heavy-duty pieces of equipment (riding mowers, tractors, backhoes, sweepers, etc.); 85 trailers; and 600 small pieces of equipment (mowers, generators, compressors, etc.).

All of these services are provided under the direction of the Maintenance Division manager within the Public Works department.

REVENUES

The Fleet Maintenance Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds. Assessments to each fund are determined by the previous year's use of these services.

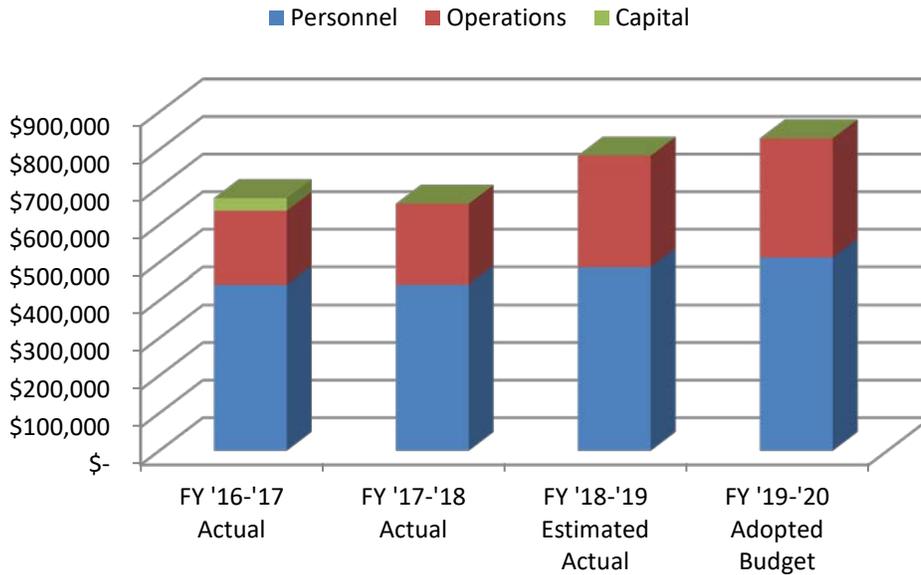
<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Charges to Departments</u>				
City Manager's Office	\$ 1,037	\$ 655	\$ 382	\$ 93
Administrative Services	20,281	12,727	9,322	10,186
Development Services	15,260	27,348	17,323	16,031
Police Department	188,085	226,297	209,229	241,665
Fire Department	93,091	119,543	123,939	128,489
Public Works	389,086	346,770	418,440	427,878
Recreation	3,160	6,660	5,365	5,658
Charges to Departments - Total	710,000	740,000	784,000	830,000
Sale of Fixed Assets	-	-	-	-
FUND TOTALS	<u>\$ 710,000</u>	<u>\$ 740,000</u>	<u>\$ 784,000</u>	<u>\$ 830,000</u>

**CITY OF OREM
ADOPTED BUDGET**

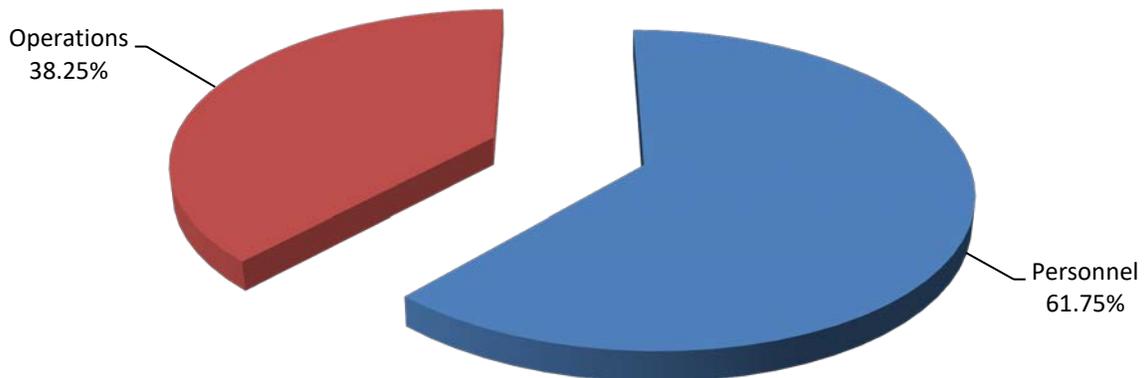
FISCAL YEAR 2019-2020

FLEET MAINTENANCE FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FLEET MAINTENANCE FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Personnel</u>					
Salaries & Wages	\$ 274,846	\$ 283,246	\$ 294,421	\$ 306,014	6
Salaries & Wages - Overtime	11,160	7,833	18,823	18,823	
Fringe Benefits	155,064	150,761	173,964	187,669	
	<u>441,070</u>	<u>441,840</u>	<u>487,208</u>	<u>512,506</u>	
<u>Operations</u>					
Employee Development	5,699	7,799	7,500	8,500	
Supplies	9,126	9,365	15,000	14,000	
Equipment	11,189	10,918	17,000	17,000	
Fuel	2,024	2,552	2,000	2,000	
Maintenance & Repair	24,918	31,894	79,606	78,405	
Insurance & Surety	11,520	11,520	11,520	13,520	
Administration Charge	30,616	35,514	38,766	39,138	
Fund Charges	94,567	100,678	108,250	127,781	
Other Expenditures	6,614	3,781	17,150	17,150	
	<u>196,273</u>	<u>214,021</u>	<u>296,792</u>	<u>317,494</u>	
<u>Capital</u>					
Vehicle Replacements	-	-	-	-	
Equipment Replacements	33,287	-	-	-	
	<u>33,287</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<u>TOTAL FLEET MAINTENANCE FUND</u>					
Personnel	\$ 441,070	\$ 441,840	\$ 487,208	\$ 512,506	6
Operations	196,273	214,021	296,792	317,494	
Capital	33,287	-	-	-	
TOTALS	<u>\$ 670,630</u>	<u>\$ 655,861</u>	<u>\$ 784,000</u>	<u>\$ 830,000</u>	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
Pickup Trucks	\$ -	\$ 60,000	\$ -	\$ -
Equipment Replacements	5,000	5,000	5,000	5,000
TOTALS	<u>\$ 5,000</u>	<u>\$ 65,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FLEET MAINTENANCE FUND

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Fleet Maintenance</u>						
Full-time:						
Fleet Manager	11	\$24.23	\$36.35	1.00	1.00	1.00
Lead Mechanic	9	\$20.27	\$30.40	1.00	1.00	1.00
Fleet Mechanic	8	\$18.53	\$27.80	4.00	4.00	4.00
				<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
<u>TOTAL FLEET MAINTENANCE FUND</u>						
Full-time				6.00	6.00	6.00
Variable-hour/Seasonal				0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>6.00</u>	<u>6.00</u>	<u>6.00</u>



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FLEET MAINTENANCE FUND



**PURCHASING
& WAREHOUSING
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

PURCHASING & WAREHOUSING FUND

OVERVIEW

The Purchasing & Warehousing Fund provides purchasing and materials storage and disbursement services to all city departments. These services are vital to various City departments and/or functions so their operations have minimal disruption. These services also provide the City with the ability to obtain bulk purchase discounts and maintain emergency supplies.

These services are provided under the direction of the Administrative Services Department. The fund includes the job functions of the City's Purchasing Agent, Accounts Payable Clerk, and Storekeepers.

REVENUES

The Purchasing & Warehousing Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds.

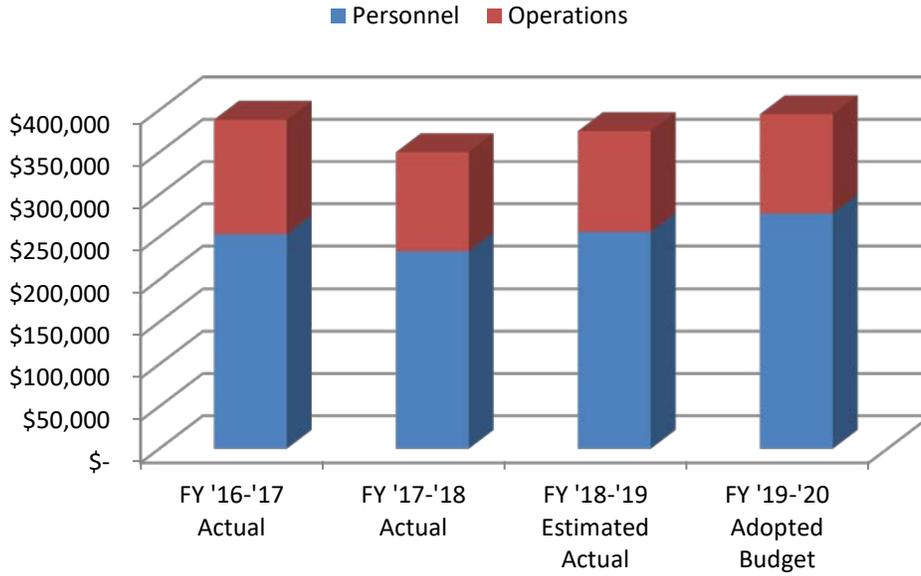
<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Charges to Departments</u>				
Public Works - Water	\$ 95,314	\$ 65,876	\$ 104,688	\$ 109,030
Public Works - Water Reclamation	26,866	27,179	37,268	42,096
Public Works - Storm Water	10,602	9,589	16,111	16,840
Public Works - Street Lighting	285	2,522	8,174	9,458
Public Works - Fleet Services	7,695	4,202	8,645	7,250
Recreation - Fitness Center	-	3,362	247	1,022
Non-Departmental	144,238	162,270	199,867	209,304
Charges to Departments - Total	285,000	275,000	375,000	395,000
Miscellaneous Revenues	1,440	1,399	180	-
Appropriations of Surplus	-	-	-	-
FUND TOTALS	\$ 286,440	\$ 276,399	\$ 375,180	\$ 395,000

**CITY OF OREM
ADOPTED BUDGET**

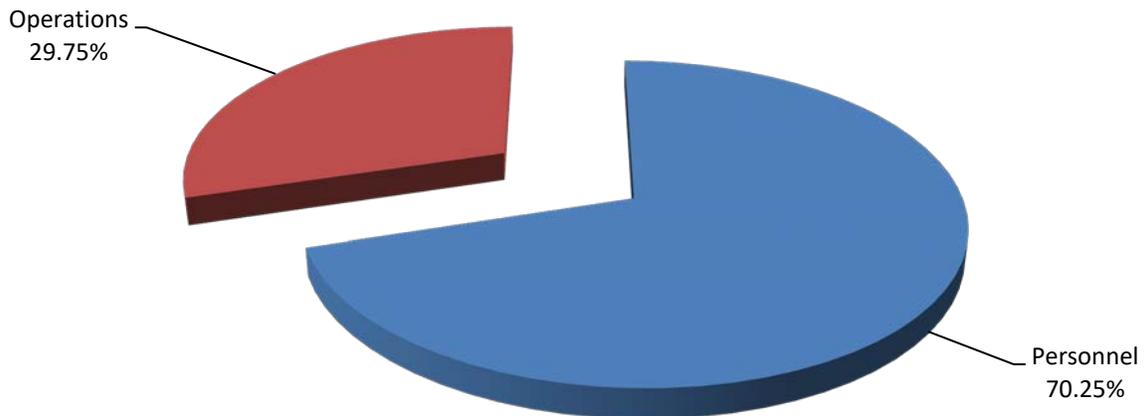
FISCAL YEAR 2019-2020

PURCHASING & WAREHOUSING FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

PURCHASING & WAREHOUSING FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL	ACTUAL	ESTIMATED	ADOPTED	# OF EMP. *
	FY '16-'17	FY '16-'17	ACTUAL FY '18-'19	BUDGET FY '19-'20	
Personnel					
Salaries & Wages	\$ 177,582	\$ 168,579	\$ 171,041	\$ 177,932	4
Salaries & Wages - Overtime	4,370	2,625	3,995	3,995	
Fringe Benefits	62,730	61,609	80,789	95,578	
	<u>244,682</u>	<u>232,813</u>	<u>255,825</u>	<u>277,505</u>	
Operations					
Employee Development	293	321	500	500	
Supplies	20,741	34,366	28,074	30,626	
Equipment	120	2,185	600	600	
Fuel	382	510	650	650	
Maintenance & Repair	4,576	1,288	3,833	4,305	
Professional & Technical Services	2,300	2,072	2,250	2,250	
Insurance & Surety	5,760	5,760	5,760	5,760	
Administration Charge	48,239	53,024	57,561	60,104	
Information Technology Charge	14,836	16,765	18,457	11,210	
Other Expenditures	1,380	999	1,490	1,490	
	<u>98,627</u>	<u>117,290</u>	<u>119,175</u>	<u>117,495</u>	
Capital					
Vehicle Replacements	-	-	-	-	
Equipment Replacements	-	-	-	-	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
TOTAL PURCHASING & WAREHOUSING FUND					
Personnel	\$ 244,682	\$ 232,813	\$ 255,825	\$ 277,505	4
Operations	98,627	117,290	119,175	117,495	
Capital	-	-	-	-	
TOTALS	<u>\$ 343,309</u>	<u>\$ 350,103</u>	<u>\$ 375,000</u>	<u>\$ 395,000</u>	

* Number of benefitted employees

PERSONNEL SUMMARY

DIVISION	PAY GRADE	HOURLY PAY RATES		FULL-TIME EQUIVALENT		
		MINIMUM	MAXIMUM	ACTUAL	ACTUAL	ADOPTED
				FY '17-'18	FY '18-'19	BUDGET FY '19-'20
Purchasing & Warehousing						
Full-time:						
Purchasing Agent	10	\$22.16	\$33.24	1.00	1.00	1.00
Account Clerk	6	\$15.50	\$23.25	1.00	1.00	1.00
Storekeeper	5	\$14.18	\$21.26	2.00	2.00	2.00
				<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

**SELF-INSURANCE
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SELF-INSURANCE FUND

OVERVIEW

The Self-Insurance Fund provides insurance coverage and administration services to all city departments for the cost of all premiums for liability insurance and the City's self-funded workers compensation program.

These services are provided under the direction of the Administrative Services Department. The fund includes the job function of the City's Risk Coordinator.

REVENUES

The Self-Insurance Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds.

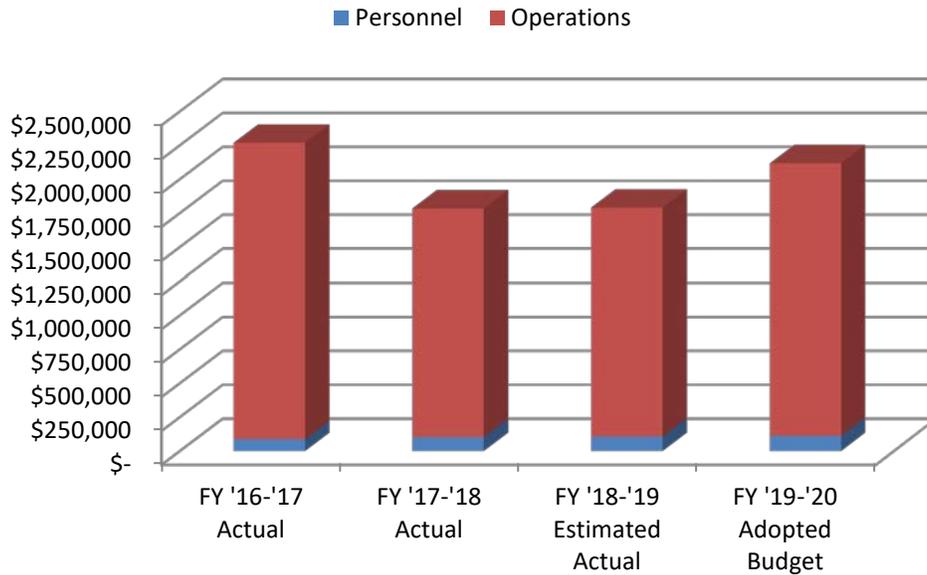
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Charges to Departments</u>				
Administrative Services	\$ 5,760	\$ 5,760	\$ 5,760	\$ 5,760
Public Works - Water	156,240	158,740	158,740	178,740
Public Works - Water Reclamation	115,080	117,580	117,580	132,580
Public Works - Storm Water	46,680	48,180	48,180	55,180
Public Works - Street Lighting	-	2,500	2,500	3,000
Public Works - Fleet Services	11,520	11,520	11,520	13,520
Recreation	25,000	24,000	24,000	24,000
Non-Departmental	864,720	866,720	866,720	922,220
Charges to Departments - Total	1,225,000	1,235,000	1,235,000	1,335,000
Premiums - Unemployment	175,405	181,514	190,000	200,000
Premiums - Workers Compensation	367,256	380,043	475,000	582,000
FUND TOTALS	\$ 1,767,661	\$ 1,796,557	\$ 1,900,000	\$ 2,117,000

**CITY OF OREM
ADOPTED BUDGET**

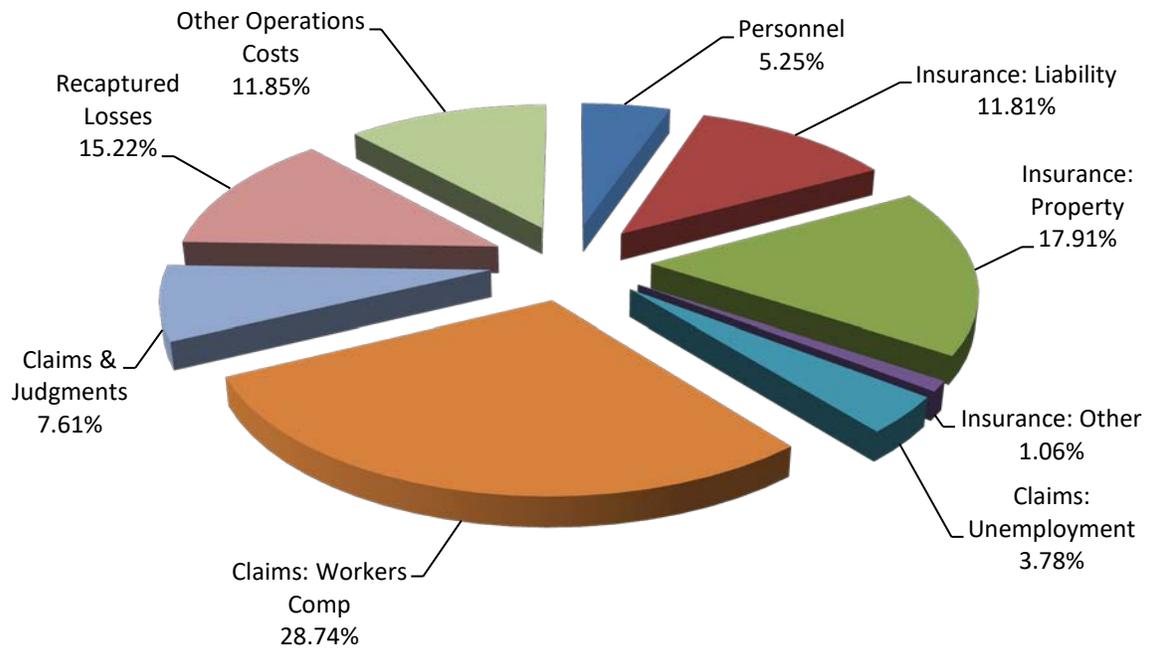
FISCAL YEAR 2019-2020

SELF-INSURANCE FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SELF-INSURANCE FUND

EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ESTIMATED</u>	<u>ADOPTED</u>	<u># OF EMP. *</u>
	<u>FY '16-'17</u>	<u>FY '17-'18</u>	<u>ACTUAL</u>	<u>BUDGET</u>	
	<u>FY '18-'19</u>	<u>FY '19-'20</u>			
<u>Personnel</u>					
Salaries & Wages	\$ 55,413	\$ 69,915	\$ 68,245	\$ 70,996	1
Fringe Benefits	30,950	31,935	37,608	40,218	
	<u>86,363</u>	<u>101,850</u>	<u>105,853</u>	<u>111,214</u>	
<u>Operations</u>					
Employee Development	3,740	931	4,500	4,500	
Supplies	432	3,138	2,000	2,000	
Liability Insurance	250,510	217,548	260,000	250,000	
Property Insurance	364,211	368,772	350,000	365,000	
Unemployment Claims	25,080	15,092	80,000	80,000	
Workers Compensation Claims/Costs	802,730	493,493	371,000	628,514	
Short-term Disability Claims	6,106	1,093	10,000	10,000	
Recaptured Losses	397,723	264,777	233,000	268,000	
Claims & Judgments	142,878	97,285	161,000	161,000	
Administration Charge	176,896	195,692	197,017	205,126	
Information Technology Charge	3,708	4,191	4,614	2,803	
Other Expenditures	6,875	19,747	11,016	28,843	
	<u>2,180,889</u>	<u>1,681,759</u>	<u>1,684,147</u>	<u>2,005,786</u>	
<u>Capital</u>					
Equipment Replacements	-	-	-	-	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<u>TOTAL SELF-INSURANCE FUND</u>					
Personnel	\$ 86,363	\$ 101,850	\$ 105,853	\$ 111,214	1
Operations	2,180,889	1,681,759	1,684,147	2,005,786	
Capital	-	-	-	-	
TOTALS	<u>\$ 2,267,252</u>	<u>\$ 1,783,609</u>	<u>\$ 1,790,000</u>	<u>\$ 2,117,000</u>	

* Number of benefitted employees

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>Self-Insurance Fund</u>						
Full-time:						
Risk Manager / Trainer	14	\$31.69	\$47.53	1.00	1.00	1.00

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**INFORMATION
TECHNOLOGY
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

INFORMATION TECHNOLOGY FUND

OVERVIEW

The Information Technology Fund, through the Information Technology (IT) division, is responsible for the equipment and software that facilitates the efficient management of city services. The IT division supports all network connected devices and technologies as well as the infrastructure to facilitate data sharing and security. The IT division also provides departments with custom software solutions developed by an in-house software development team. The IT division maintains an onsite centralized data center and an offsite data storage and disaster recovery center providing services and resources used by all City departments.

These services are provided under the direction of the City Manager’s Department. The fund includes the job function of the City’s IT Division Manager, Assistant IT Manager, Programmers, Network Engineer, and PC Coordinators.

REVENUES

The Information Technology Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds.

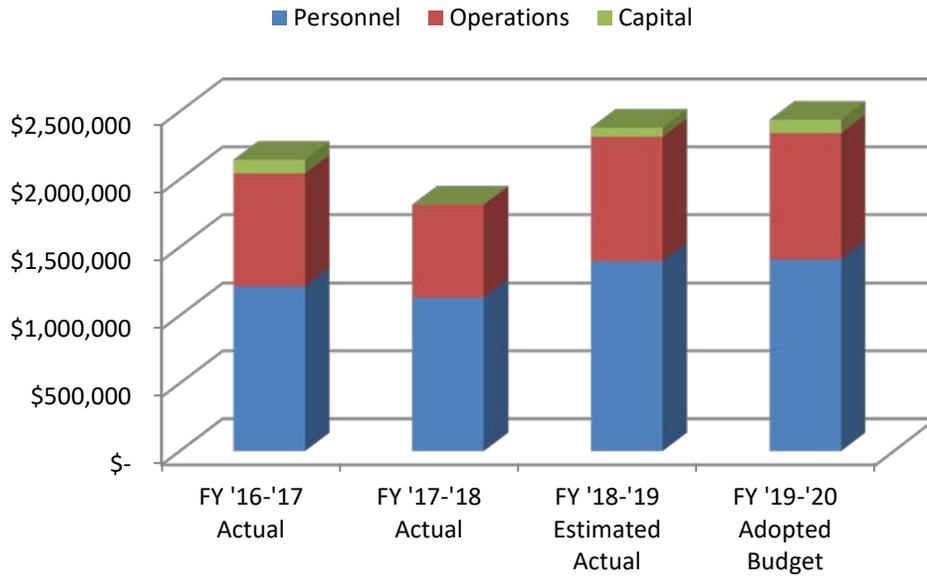
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
<u>Charges to Departments</u>				
City Manager's Office	\$ 114,122	\$ 138,573	\$ 152,687	\$ 138,875
Administrative Services	185,445	209,383	230,708	140,129
Legal Services	60,790	59,523	65,586	52,918
Development Services	207,950	235,408	259,384	246,657
Police Department	359,580	382,458	421,412	385,918
Fire Department	199,450	205,560	226,497	218,865
Public Works	304,920	326,909	360,206	678,991
Recreation	143,697	156,494	172,433	109,717
Library	424,046	445,692	491,087	457,930
Charges to Departments - Total	2,000,000	2,160,000	2,380,000	2,430,000
Miscellaneous Revenues	8,636	8,136	8,200	8,200
Contributions from Other Funds	100,000	-	-	-
FUND TOTALS	\$ 2,108,636	\$ 2,168,136	\$ 2,388,200	\$ 2,438,200

**CITY OF OREM
ADOPTED BUDGET**

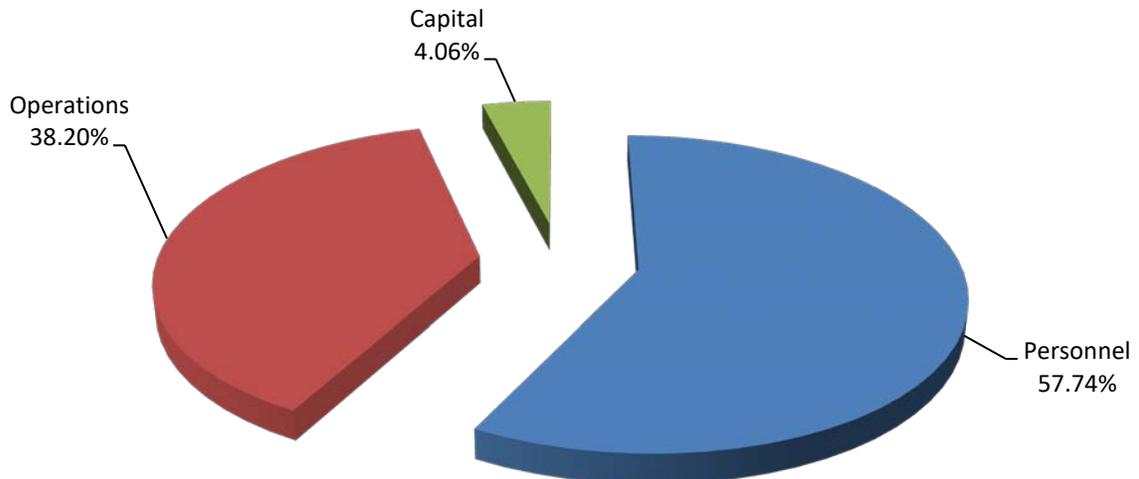
FISCAL YEAR 2019-2020

INFORMATION TECHNOLOGY FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

INFORMATION TECHNOLOGY FUND

EXPENDITURES SUMMARY

EXPENDITURE CATEGORY	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20	# OF EMP. *
<u>Personnel</u>					
Salaries & Wages	\$ 913,435	\$ 791,852	\$ 931,430	\$ 931,832	12
Salaries & Wages - Overtime	1,186	10,164	-	-	
Fringe Benefits	333,058	328,532	462,086	476,075	
	<u>1,247,679</u>	<u>1,130,548</u>	<u>1,393,516</u>	<u>1,407,907</u>	
<u>Operations</u>					
Employee Development	11,760	6,057	10,000	10,000	
Supplies	15,026	15,886	15,000	15,000	
Equipment	253,232	303,495	327,551	333,349	
Telephone & Communications	70,005	63,569	85,000	85,000	
Maintenance & Repair	132,530	227,775	331,527	335,989	
Professional & Technical Services	31,510	38,017	55,000	55,000	
Administration Charge	21,576	25,770	29,656	29,255	
Other Expenditures	563	488	65,343	67,700	
	<u>536,202</u>	<u>681,057</u>	<u>919,077</u>	<u>931,293</u>	
<u>Capital</u>					
Servers	-	-	67,407	-	
IT System Infrastructure	-	-	-	99,000	
	<u>-</u>	<u>-</u>	<u>67,407</u>	<u>99,000</u>	
<u>TOTAL I.T. FUND</u>					
Personnel	\$ 1,247,679	\$ 1,130,548	\$ 1,393,516	\$ 1,407,907	12
Operations	536,202	681,057	919,077	931,293	
Capital	-	-	67,407	99,000	
TOTALS	<u>\$ 1,783,881</u>	<u>\$ 1,811,605</u>	<u>\$ 2,380,000</u>	<u>\$ 2,438,200</u>	

* Number of benefitted employees

CAPITAL BUDGET	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
Servers	\$ 24,000	\$ 25,500	\$ 26,000	\$ 27,000
Core Network Upgrades	32,500	40,000	60,000	50,000
Wireless Access Points/Installations	44,000	4,200	4,500	4,500
Edge Switch Replacements	8,800	3,500	5,000	5,000
VOIP Equipment Replacements/Upgrades	-	49,500	5,000	7,700
Disk Storage for Backups - Additional	-	-	12,000	12,000
Fiber Installation	-	-	20,000	20,000
Equipment Replacements	29,400	21,500	14,900	22,400
TOTALS	<u>\$ 138,700</u>	<u>\$ 144,200</u>	<u>\$ 147,400</u>	<u>\$ 148,600</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

INFORMATION TECHNOLOGY FUND

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Information Technology</u>						
Full-time:						
I.T. Division Manager	16	\$37.89	\$56.84	1.00	1.00	1.00
Assistant I.T. Division Manager	15	\$34.65	\$51.98	1.00	1.00	1.00
I.T. Section Manager	14	\$31.69	\$47.53	1.00	1.00	1.00
Information Systems Engineer	13	\$28.98	\$43.47	1.00	1.00	1.00
Senior Programmer/Analyst	13	\$28.98	\$43.47	3.00	3.00	3.00
I.T. Help Desk Supervisor	12	\$26.50	\$39.75	1.00	1.00	1.00
Programmer/Analyst	12	\$26.50	\$39.75	1.00	1.00	1.00
PC Coordinator	9	\$20.27	\$30.40	3.00	3.00	3.00
				<u>12.00</u>	<u>12.00</u>	<u>12.00</u>
<u>TOTAL INFORMATION TECHNOLOGY FUND</u>						
Full-time				12.00	12.00	12.00
Part-time				0.00	0.00	0.00
Variable-hour/Seasonal				0.00	0.00	0.00
TOTAL FULL-TIME EQUIVALENTS (FTE)				<u>12.00</u>	<u>12.00</u>	<u>12.00</u>



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

INFORMATION TECHNOLOGY FUND



**FRIENDS OF THE
OREM PUBLIC LIBRARY
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FRIENDS OF THE OREM PUBLIC LIBRARY FUND

OVERVIEW

The Friends of the Orem Public Library Fund is used to account for activities related to the City's involvement in various community oriented programs.

REVENUES

The Friends of the Orem Public Library Fund receives revenues primarily through grants and charitable donations.

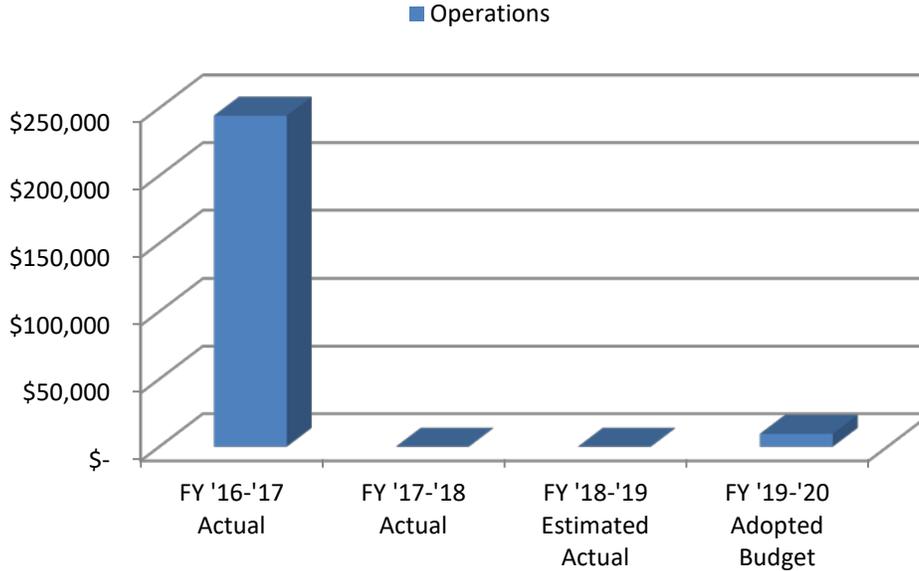
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Ticket Sales	\$ 22,041	\$ -	\$ -	\$ -
Merchandise Sales	53,755	-	-	-
Donations	11,895	888	335	1,000
Interest Earnings	6,685	10,408	14,030	6,500
Other Revenues	-	-	-	-
Contribution from Other Funds	-	100	392	2,000
Appropriations of Surplus	-	-	-	-
FUND TOTALS	\$ 94,376	\$ 11,396	\$ 14,757	\$ 9,500

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

FRIENDS OF THE OREM PUBLIC LIBRARY FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Operations</u>				
Professional & Technical Services	\$ 109,210	\$ -	\$ -	\$ -
Rental & Lease Expenses	70,168	-	-	-
Merchandise	33,104	-	-	-
Printing & Publication	13,574	-	-	-
Supplies	2,315	8	3	-
Other Costs	15,967	-	-	9,500
	<u>244,338</u>	<u>8</u>	<u>3</u>	<u>9,500</u>
<u>TOTAL FRIENDS OF THE OREM PUBLIC LIBRARY FUND</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	<u>244,338</u>	<u>8</u>	<u>3</u>	<u>9,500</u>
Capital	-	-	-	-
TOTALS	<u><u>\$ 244,338</u></u>	<u><u>\$ 8</u></u>	<u><u>\$ 3</u></u>	<u><u>\$ 9,500</u></u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**OREM FOUNDATION
TRUST FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

OREM FOUNDATION TRUST FUND

OVERVIEW

The Orem Foundation Trust Fund was created to manage donations received through the City of Orem Foundation, which is a 501(c)3 non-profit charitable organization established to support and enhance services and programs provided by the City of Orem for the safety, health, prosperity, education, well-being and order of Orem’s residents, and to lessen the burdens of local government. These services and programs include:

- Library services.
- Literary and cultural arts programs.
- Fire, police and emergency medical services.
- Public safety programs, including victim assistance, community education, and programs to encourage citizen participation in public safety.
- Emergency management programs.
- Infrastructure, storm drains and water systems, waste management, and the City cemetery.
- Planning for community growth and development.
- Programs to enhance human relations within the community and in the wider world community.
- Procurement, maintenance and enhancement of parks within the City.
- Recreational opportunities for children, youth, adults and seniors, and community-wide leisure activities.
- Neighborhood preservation programs, community beautification, urban forestry programs, and recycling programs.

Administration services for the fund are under the direction of the Library.

REVENUES

The Orem Foundation Trust Fund receives revenues by soliciting and encouraging donations to the City for services and programs.

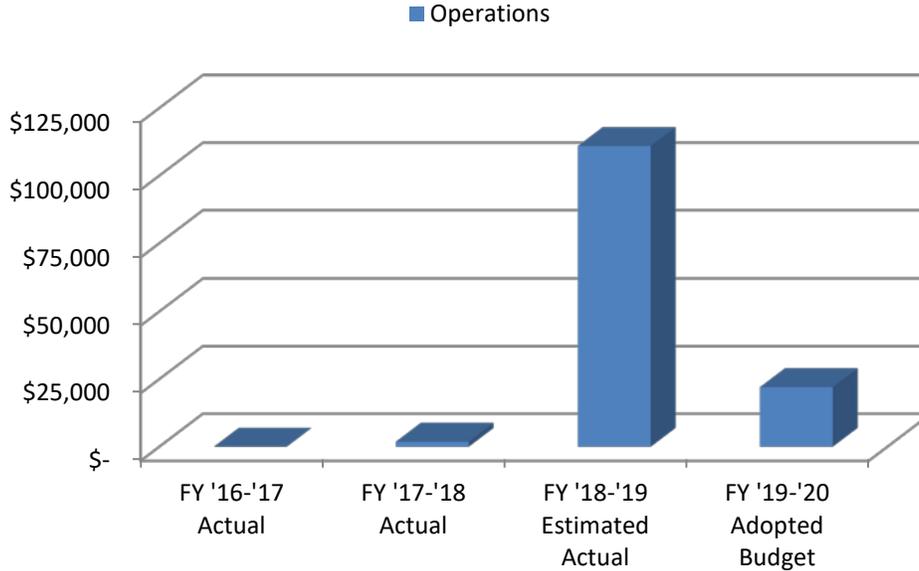
<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
Donations - Orem City	\$ -	\$ -	\$ 8,497	\$ 20,000
Donations - Orem Library	-	192	1,371	2,000
Donations - Library Hall / Fitness Center	-	1,750	101,019	-
FUND TOTALS	\$ -	\$ 1,942	\$ 110,887	\$ 22,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

OREM FOUNDATION TRUST FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Operations</u>				
Transfer - City of Orem	\$ -	\$ -	\$ 2,497	\$ 20,000
Transfer - City of Orem Library	-	1,850	1,463	2,000
Transfer - CIP Fund	-	-	106,019	-
Transfer - Recreation Fund	-	-	1,000	-
	-	1,850	110,979	22,000
<u>TOTAL OREM FOUNDATION TRUST FUND</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	-	1,850	110,979	22,000
Capital	-	-	-	-
TOTALS	<u>\$ -</u>	<u>\$ 1,850</u>	<u>\$ 110,979</u>	<u>\$ 22,000</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

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**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**COMMUNITY &
NEIGHBORHOOD
SERVICES
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND

OVERVIEW

The Community Development Trust Fund, which is managed by the City Manager’s Office, is used to account for support of local private, non-profit service organizations and various community projects to benefit low and moderate income (LMI) citizens. These projects include qualified home rehabilitations, sidewalk and utility repairs in qualifying neighborhoods, economic development, neighborhood preservation enforcement, and many other beneficial programs. Funds used for service organizations are limited to fifteen percent (15%) by the federal government.

REVENUES

The CNS Fund is funded by federal grants and program revenues. Federal grants are primarily from the Department of Housing and Urban Development (HUD).

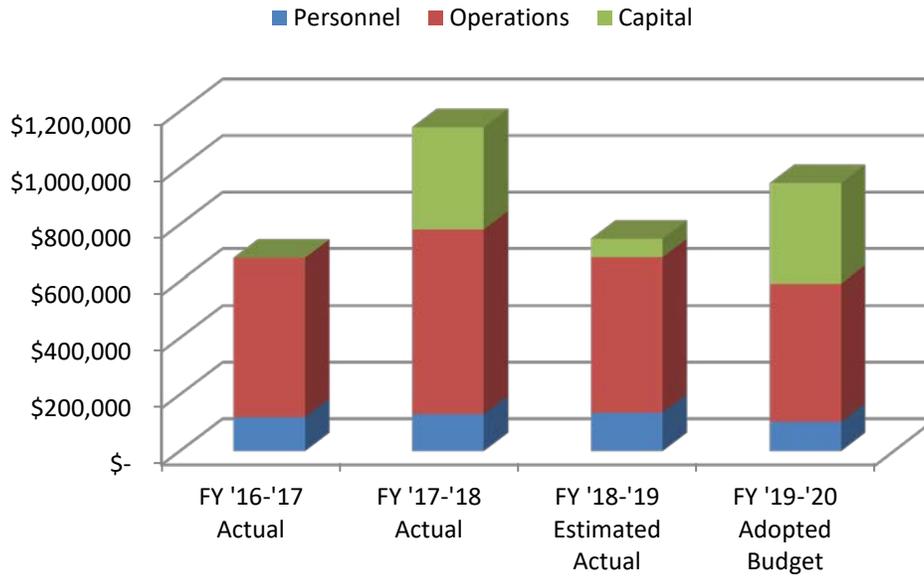
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Grant - Community Development	\$ 428,710	\$ 910,742	\$ 635,000	\$ 779,120
Revolving Loan Funds - Loan Payments	223,165	123,034	117,500	165,000
Interest Earnings	509	2,762	4,600	2,000
Miscellaneous Revenues	815	815	-	-
Cont. From - Fund 10 - CNS Manager	65,386	77,114	1,466	-
Contributions from Other Funds	65,386	77,114	1,466	-
FUND TOTALS	\$ 718,585	\$ 1,114,467	\$ 758,566	\$ 946,120

**CITY OF OREM
ADOPTED BUDGET**

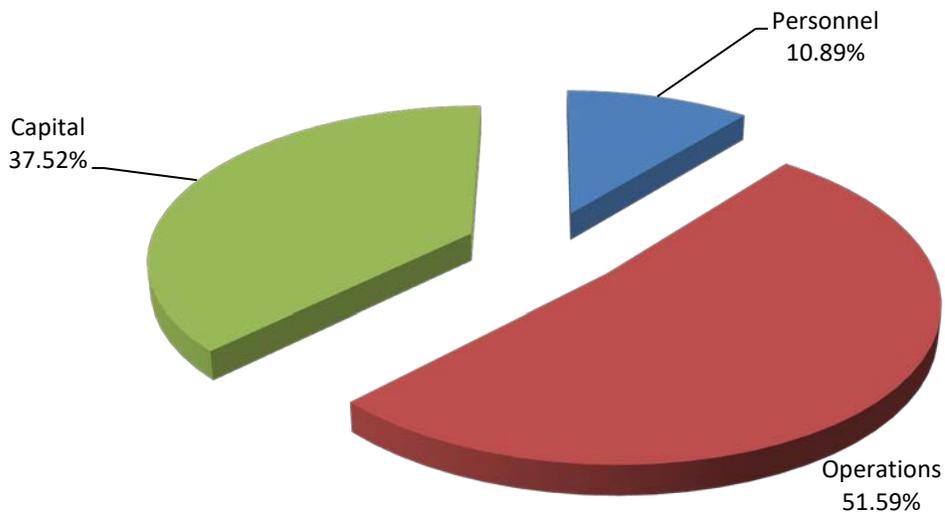
FISCAL YEAR 2019-2020

COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES BY CATEGORY (FY '19-'20)



**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND

EXPENDITURES SUMMARY

<u>DIVISION</u>	<u>ACTUAL</u>		<u>ESTIMATED</u>	<u>ADOPTED</u>	<u># OF EMP. *</u>
	<u>FY '16-'17</u>	<u>FY '17-'18</u>	<u>ACTUAL FY '18-'19</u>	<u>BUDGET FY '19-'20</u>	
<u>CNS Administration/Operations</u>					
Personnel	\$ 119,337	\$ 130,028	\$ 135,354	\$ 103,056	1
Operations	178,281	183,789	243,439	159,564	
Capital	-	-	-	-	
	<u>297,618</u>	<u>313,817</u>	<u>378,793</u>	<u>262,620</u>	
<u>CNS Projects</u>					
Personnel	-	-	-	-	0
Operations	300,960	370,434	305,230	168,500	
Capital	-	362,035	65,000	355,000	
	<u>300,960</u>	<u>732,469</u>	<u>370,230</u>	<u>523,500</u>	
<u>CDBG/EDA RLF Loans</u>					
Personnel	-	-	-	-	0
Operations	83,314	97,557	-	160,000	
Capital	-	-	-	-	
	<u>83,314</u>	<u>97,557</u>	<u>-</u>	<u>160,000</u>	
<u>TOTAL CNS FUND</u>					
Personnel	\$ 119,337	\$ 130,028	\$ 135,354	\$ 103,056	1
Operations	562,555	651,780	548,669	488,064	
Capital	-	362,035	65,000	355,000	
TOTALS	<u>\$ 681,892</u>	<u>\$ 1,143,843</u>	<u>\$ 749,023</u>	<u>\$ 946,120</u>	

* Number of benefitted employees

PERSONNEL SUMMARY

<u>DIVISION</u>	<u>PAY GRADE</u>	<u>HOURLY PAY RATES</u>		<u>FULL-TIME EQUIVALENT</u>		
		<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>ACTUAL</u>	<u>ESTIMATED</u>	<u>ADOPTED</u>
				<u>FY '17-'18</u>	<u>FY '18-'19</u>	<u>BUDGET FY '19-'20</u>
<u>Community & Neighborhood Services</u>						
Full-time:						
Community Services Manager	14	\$31.69	\$47.53	0.00	1.00	1.00
Assistant to the City Manager	14	\$31.69	\$47.53	1.00	0.00	0.00

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**SENIOR
CITIZENS
FUND**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SENIOR CITIZENS FUND

OVERVIEW

The Senior Citizens Fund is used to account for the activities of the Senior Citizens Friendship Center and its associated senior citizen patron activities. New events this year were the first annual Octoberfest and Electric Scooter Rodeo. New classes included Leatherworking, Tai Chi, Fall Prevention, Folk Dancing & Mixed Media Art.

The services provided by the fund are under the direction of the Recreation Department.

Challenges addressed in this budget:

- Continued funding in order to maintain competitive wages for variable hour employees.
- Applying for Eldred Foundation Senior Services grants to add program opportunities.

Challenges remaining:

- Being competitive in the local job market and retaining current employees.
- Establishing a routine building maintenance schedule.
- Adjusting to patron and member expectations.

REVENUES

The Senior Citizens Fund receives revenues from fees for dances, trips, tours, classes and various other activities. They also receive donations for various purposes. A major donor each year is the Eldred Sunset Manor Foundation.

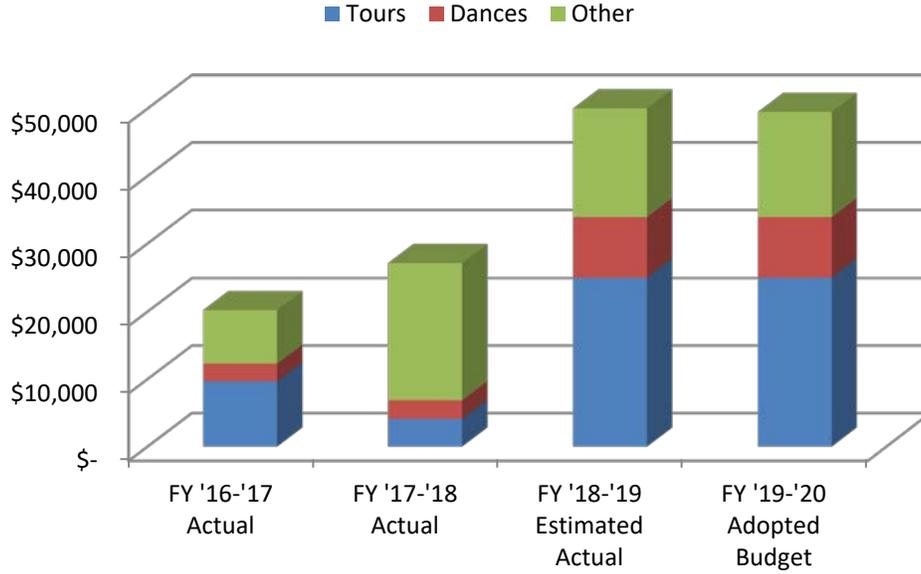
REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	ADOPTED BUDGET FY '19-'20
Interest Earnings	\$ 2,751	\$ 4,485	\$ 1,800	\$ 1,800
Misc Revenues - Coffee	339	153	250	250
Misc Revenues - Vending	12	40	100	100
Misc Revenues - Ceramics	904	-	750	-
Misc Revenues - Tours	8,650	3,958	20,000	20,000
Misc Revenues - Donations	14,881	15,161	15,000	15,000
Misc Revenues - Quilting	911	233	600	600
Misc Revenues - Gift Shop	945	507	1,000	1,000
Misc Revenues - Membership Dues	4,551	4,950	5,000	5,250
Misc Revenues - Dances	3,435	3,305	3,500	3,500
Misc Revenues - Classes	69	260	500	500
Misc Revenues - Cookbook	10	-	-	-
Misc Revenues - Woodshop	1,874	2,829	1,000	1,000
Misc Revenues - Shirts	1,632	-	500	500
FUND TOTALS	\$ 40,964	\$ 35,881	\$ 50,000	\$ 49,500

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SENIOR CITIZENS FUND

EXPENDITURES COMPARISON BY FISCAL YEAR



EXPENDITURES SUMMARY

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>ADOPTED BUDGET FY '19-'20</u>
<u>Operations</u>				
Tours	\$ 9,651	\$ 4,071	\$ 25,000	\$ 25,000
Dances	2,617	2,777	8,900	8,900
Other	7,947	20,240	16,100	15,600
	<u>20,215</u>	<u>27,088</u>	<u>50,000</u>	<u>49,500</u>
<u>TOTAL SENIOR CITIZENS FUND</u>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	20,215	27,088	50,000	49,500
Capital	-	-	-	-
TOTALS	<u>\$ 20,215</u>	<u>\$ 27,088</u>	<u>\$ 50,000</u>	<u>\$ 49,500</u>

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

SENIOR CITIZENS FUND



**WE PUT THE BLING IN
THE GOLDEN YEARS !**

Active Members - 2,251

Average Daily Attendance - 434

Meals Served – 12,410

Hours Volunteered – 11,360

Trips, Activities, Events, & Classes

Bingo, Grammy Awards Show, BYU & Covey Center Productions, Utah County Fair, Yoga & Zumba Classes, Tai Chi Classes, Brilliant University, Free Tax Services, various presentations & entertainment (Senior Fraud, Alzheimer's, Caregiving, Medicare) & more.

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

**ENTERPRISE
FUND
TRANSFERS**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

ENTERPRISE FUND TRANSFERS

OVERVIEW

This section of the FY 2019-2020 Adopted Budget outlines and summarizes the transfers of money from the City's enterprise funds to other funds as required under Utah Municipal Code 10-6-135.5(3)(b).

The City of Orem's enterprise funds consist of the following:

- Water Fund
- Water Reclamation Fund
- Storm Water Fund
- Recreation Fund
- Solid Waste Fund
- Special Service Lighting District of the City of Orem (*separately issued budget*)

TRANSFERS

The enterprise fund transfers that are not classified as an allocation of costs between funds, are not associated with costs pertaining to the purpose for which the enterprise fund was created, and will not be repaid are listed in the table below.

<u>TRANSFER FROM</u>	<u>TRANSFER TO</u>	<u>TRANSFER AMOUNT</u>	<u>% OF TOTAL ENTERPRISE FUND EXPENDITURES</u>
Water Fund	General Fund	\$ 900,000	4.6%
Water Reclamation Fund	General Fund	\$ 16,000	0.1%
Storm Water Fund	General Fund	\$ 141,000	2.7%
Special Service Lighting District of the City of Orem	General Fund	\$ 15,000	0.9%

**CAPITAL
IMPROVEMENTS
SUMMARY**

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENTS SUMMARY

FUND	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
GENERAL FUND					
<u>Vehicles & Equipment</u>					
Police - Patrol	\$ 355,000	\$ 280,500	\$ 294,000	\$ 202,000	\$ 206,500
Police - Investigations	73,000	15,500	189,500	115,000	145,500
Police - Other	131,302	32,000	-	80,000	87,000
Fire - Trucks/Engines	1,215,500	250,000	275,000	300,000	325,000
Fire - Ambulances & Other	283,460	180,000	185,000	190,000	246,000
Fire - SCBA Replacement	50,000	50,000	50,000	50,000	50,000
Fire - Cardiac Monitors Rplcmnt	30,000	30,000	30,000	30,000	30,000
Fire - Stretchers Replacement	47,000	47,000	47,000	47,000	47,000
Parks & Cemetery	144,500	272,100	132,900	230,300	139,800
Traffic	18,000	-	-	-	19,300
Admin. Services - Motor Pool	29,000	-	29,000	-	53,500
Development Services	13,000	11,000	34,600	29,800	-
Subtotal - Vehicles & Equip.	\$ 2,389,762	\$ 1,168,100	\$ 1,267,000	\$ 1,274,100	\$ 1,349,600
<u>Improvements</u>					
Facilities - Undetermined	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Police - MCTF Equipment	-	10,000	10,000	10,000	10,000
Streets Projects	245,000	250,000	255,000	260,000	265,000
Parks - Restroom Renovations	20,000	20,000	20,000	20,000	20,000
Parks - Play ground Equipment	-	40,000	40,000	40,000	40,000
Cemetery - Veterans Memorial	-	5,000	5,000	5,000	5,000
Library - Furniture	15,000	15,000	15,000	15,000	15,000
Subtotal - Improvements	\$ 280,000	\$ 415,000	\$ 420,000	\$ 425,000	\$ 430,000
TOTAL - GENERAL FUND	\$ 2,669,762	\$ 1,583,100	\$ 1,687,000	\$ 1,699,100	\$ 1,779,600
ROAD FUND					
<u>Vehicles & Equipment</u>					
Vehicles/Equip. Replacement	\$ 487,350	\$ 266,000	\$ 204,000	\$ 254,000	\$ 211,000
Subtotal - Vehicles & Equip.	\$ 487,350	\$ 266,000	\$ 204,000	\$ 254,000	\$ 211,000
<u>Improvements</u>					
Street Overlay/Reconstruction	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Street Striping	105,000	105,000	105,000	105,000	105,000
Street Sealing	300,000	300,000	300,000	300,000	300,000
Slurry Seals	550,000	550,000	550,000	550,000	550,000
Micro-Surfacing	300,000	300,000	300,000	300,000	300,000
Miscellaneous Projects	98,029	75,000	75,000	75,000	75,000
Subtotal - Improvements	\$ 2,103,029	\$ 2,080,000	\$ 2,080,000	\$ 2,080,000	\$ 2,080,000
TOTAL - ROAD FUND	\$ 2,590,379	\$ 2,346,000	\$ 2,284,000	\$ 2,334,000	\$ 2,291,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENTS SUMMARY

FUND	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
CARE TAX FUND					
<u>Improvements</u>					
Recreational Facility Projects	\$ 1,082,488	\$ 1,135,000	\$ 1,140,000	\$ 1,145,000	\$ 1,150,000
Other Recreation Projects	50,000	50,000	50,000	50,000	50,000
Subtotal - Improvements	\$ 1,132,488	\$ 1,185,000	\$ 1,190,000	\$ 1,195,000	\$ 1,200,000
TOTAL - CARE TAX FUND	\$ 1,132,488	\$ 1,185,000	\$ 1,190,000	\$ 1,195,000	\$ 1,200,000
TRANSPORTATION SALES TAX FUND					
<u>Vehicles, Equipment, & Other</u>					
Equipment	\$ 3,200	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Subtotal - Vehicles & Equip.	\$ 3,200	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<u>Improvements</u>					
Low OCI Street Projects	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Miscellaneous Projects	1,928,614	1,955,000	1,955,000	1,955,000	1,955,000
Subtotal - Improvements	\$ 2,228,614	\$ 2,255,000	\$ 2,255,000	\$ 2,255,000	\$ 2,255,000
TOTAL - TRANS SLS TAX FUND	\$ 2,231,814	\$ 2,260,000	\$ 2,260,000	\$ 2,260,000	\$ 2,260,000
FIRE/EMS IMPACT FEE FUND					
<u>Improvements</u>					
Impact Fee Projects	\$ 40,000	\$ 45,000	\$ 55,000	\$ 65,000	\$ 70,000
TOTAL - FIRE/EMS LF. FUND	\$ 40,000	\$ 45,000	\$ 55,000	\$ 65,000	\$ 70,000
POLICE IMPACT FEE FUND					
<u>Improvements</u>					
Impact Fee Projects	\$ 20,000	\$ 25,000	\$ 30,000	\$ 35,000	\$ 40,000
TOTAL - POLICE LF. FUND	\$ 20,000	\$ 25,000	\$ 30,000	\$ 35,000	\$ 40,000
STREETS IMPACT FEE FUND					
<u>Improvements</u>					
Impact Fee Projects	\$ 75,000	\$ 80,000	\$ 85,000	\$ 90,000	\$ 100,000
TOTAL - STREETS LF. FUND	\$ 75,000	\$ 80,000	\$ 85,000	\$ 90,000	\$ 100,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENTS SUMMARY

FUND	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
PARKS IMPACT FEE FUND					
<u>Improvements</u>					
Impact Fee Projects	\$ 400,000	\$ 410,000	\$ 420,000	\$ 430,000	\$ 440,000
TOTAL - PARKS I.F. FUND	\$ 400,000	\$ 410,000	\$ 420,000	\$ 430,000	\$ 440,000
CIP FUND					
<u>Vehicles, Equipment & Other</u>					
ITS Equipment	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Other	10,000	75,000	25,000	25,000	25,000
Subtotal - Vehicles & Equip.	\$ 15,000	\$ 80,000	\$ 30,000	\$ 30,000	\$ 30,000
<u>Improvements</u>					
MAG Funded Projects	\$ -	\$ 272,000	\$ 420,000	\$ 210,000	\$ 420,000
400 North Landscaping	-	125,000	125,000	-	-
800 North Landscaping	-	-	-	-	150,000
Fire Station Improvements	-	20,000	20,000	15,000	-
City Center Building	-	-	-	3,000	-
Senior Center Building	-	80,000	50,000	-	-
Public Safety Building	-	53,000	53,000	43,000	2,123,000
Court Building	-	15,000	-	-	-
Cemetery Improvements	-	275,000	145,000	-	-
Springwater Park	-	150,000	-	-	-
Cherryhill Park	-	150,000	-	-	-
Windsor Park	-	30,000	75,000	-	-
Nielsen's Grove Park	-	50,000	-	-	-
Northridge Park	-	-	150,000	22,000	-
City Center Park	-	-	90,000	200,000	-
Bonneville Park	-	-	-	75,000	-
Scera Park	-	-	-	150,000	-
Foothill Park	-	-	-	22,000	-
Lakeside Sports Park	-	-	-	-	80,000
Cascade Park	-	-	-	-	75,000
Timpanogos Park	-	-	-	-	120,000
Park Improvements - Misc.	-	-	-	-	120,000
Street Improvements - Misc.	206,385	-	-	-	-
Parking Lot Improvements	-	50,000	50,000	30,000	10,000
Building Improvements - Misc.	20,000	100,000	100,000	25,000	25,000
Subtotal - Improvements	\$ 226,385	\$ 1,370,000	\$ 1,278,000	\$ 795,000	\$ 3,123,000
TOTAL - CIP FUND	\$ 241,385	\$ 1,450,000	\$ 1,308,000	\$ 825,000	\$ 3,153,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENTS SUMMARY

FUND	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
WATER FUND					
<u>Vehicles & Equipment</u>					
Pickup Trucks	\$ 104,000	\$ 90,000	\$ -	\$ 36,000	\$ 37,000
Dump Trucks	-	175,000	99,000	-	-
Backhoes	30,000	30,000	30,000	30,000	30,000
Excavators / Trackhoes	140,000	-	-	-	-
Vehicles/Equip. Replacement	125,200	40,000	106,000	169,000	176,000
Subtotal - Vehicles & Equip.	\$ 399,200	\$ 335,000	\$ 235,000	\$ 235,000	\$ 243,000
<u>Improvements</u>					
Waterline Replacements - 4"	\$ -	\$ -	\$ -	\$ 1,026,000	\$ 1,056,000
Auto Meter Read Technology	2,340,000	2,400,000	2,480,000	2,552,000	-
Storage Tank	3,310,000	4,000,000	-	-	-
Well	-	-	3,582,000	-	-
Impact Fee Projects	1,150,000	-	-	-	-
Water Improvements - Misc.	293,841	185,000	1,290,000	4,236,000	7,025,000
Facility Improvements	50,000	-	-	-	-
Subtotal - Improvements	\$ 7,143,841	\$ 6,585,000	\$ 7,352,000	\$ 7,814,000	\$ 8,081,000
TOTAL - WATER FUND	\$ 7,543,041	\$ 6,920,000	\$ 7,587,000	\$ 8,049,000	\$ 8,324,000
WATER RECLAMATION FUND					
<u>Vehicles & Equipment</u>					
Pickup Trucks & Cargo Vans	\$ 31,000	\$ 34,000	\$ -	\$ -	\$ 104,000
Backhoes & Dump Trucks	10,000	100,000	-	-	-
Jet Vac Trucks	-	120,000	120,000	220,000	100,000
Utility Vans	300,000	-	-	-	-
Utility Vehicles	28,000	-	18,000	-	-
Forklift	50,000	-	-	-	-
Secondary Clarifiers	600,000	-	-	-	-
Anaerobic Zone Mixers	500,000	-	-	-	-
Redundant Waste Gas Burner	175,000	-	-	-	-
Plant Instrumentation	75,000	-	-	-	-
All-weather Sampler	24,000	-	-	-	-
Pretreatment Sampler	15,000	-	-	-	-
PLC Replacements	12,000	-	-	-	-
Jumping Jack Compactor	4,000	-	-	-	-
Generator	-	-	597,000	-	-
Plant Equipment Replacement	6,000	300,000	300,000	300,000	300,000
Vehicles/Equip. Replacement	26,000	-	194,000	122,000	144,000
Subtotal - Vehicles & Equip.	\$ 1,856,000	\$ 554,000	\$ 1,229,000	\$ 642,000	\$ 648,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENTS SUMMARY

FUND	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
WATER RECLAMATION FUND (continued)					
<u>Improvements</u>					
Routine Maintenance Elimination	\$ 675,000	\$ 700,000	\$ 716,000	\$ 740,000	\$ 760,000
H2S Rehabilitation	1,500,000	1,500,000	2,000,000	2,500,000	3,000,000
Struvite Elimination	565,000	-	-	-	-
System Replacement	227,039	600,000	1,300,000	1,910,000	2,320,000
Springwater Lift Station	-	1,825,000	-	-	-
Headworks Aeration Basin	-	464,000	-	-	-
Force Main Replacements	-	-	426,000	-	-
Concrete Membrane - Lagoon	-	-	597,000	-	-
Impact Fee Projects	150,000	-	-	-	-
Miscellaneous Projects	86,000	90,000	90,000	1,093,000	95,000
Subtotal - Improvements	\$ 3,203,039	\$ 5,179,000	\$ 5,129,000	\$ 6,243,000	\$ 6,175,000
TOTAL - WATER REC. FUND	\$ 5,059,039	\$ 5,733,000	\$ 6,358,000	\$ 6,885,000	\$ 6,823,000
STORM WATER FUND					
<u>Vehicles & Equipment</u>					
Pickup & Dump Trucks	\$ 50,000	\$ 79,000	\$ -	\$ -	\$ -
Street Sweepers	240,000	100,000	100,000	61,000	200,000
Riding Mowers	17,000	-	-	-	-
Jet Vac Trucks	-	-	200,000	278,000	-
Vehicles/Equip. Replacement	20,200	28,000	6,000	-	7,000
Subtotal - Vehicles & Equip.	\$ 327,200	\$ 207,000	\$ 306,000	\$ 339,000	\$ 207,000
<u>Improvements</u>					
West Union Canal Projects	\$ 468,000	\$ 576,000	\$ 135,000	\$ -	\$ -
Detention Basin - 424 E	100,000	221,000	-	-	-
Storm Water Line - 2000 S	456,000	645,000	-	-	-
Storm Water Line - Heat Plant Rd	139,000	-	-	-	-
Storm Water Line - 900 S	152,000	-	-	-	-
Storm Water Line - 1200 N 800 W	-	-	1,364,000	414,000	714,000
Detention Basin - Bonneville	-	-	-	543,000	-
Storm Water Line - Bonneville	-	-	-	98,000	46,000
Storm Water Line - 800 W	-	-	-	-	338,000
Impact Fee Projects	70,000	-	-	-	-
S. Water Improvements - Misc.	712,892	1,066,000	1,102,000	1,133,000	1,171,000
Subtotal - Improvements	\$ 2,097,892	\$ 2,508,000	\$ 2,601,000	\$ 2,188,000	\$ 2,269,000
TOTAL - STORM WATER FUND	\$ 2,425,092	\$ 2,715,000	\$ 2,907,000	\$ 2,527,000	\$ 2,476,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENTS SUMMARY

FUND	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
SOLID WASTE FUND					
<u>Improvements</u>					
Take Pride Projects	\$ 86,329	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
TOTAL - SOLID WASTE FUND	\$ 86,329	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
FLEET MAINTENANCE FUND					
<u>Vehicles & Equipment</u>					
Pickup Trucks & Misc. Equipment	\$ -	\$ -	\$ 60,000	\$ -	\$ -
Miscellaneous Equipment	-	5,000	5,000	5,000	5,000
TOTAL - FLEET MAINT. FUND	\$ -	\$ 5,000	\$ 65,000	\$ 5,000	\$ 5,000
PURCHASING/WAREHOUSING FUND					
<u>Vehicles & Equipment</u>					
Forklift	\$ -	\$ 10,000	\$ -	\$ -	\$ -
TOTAL - PURCH/WARE FUND	\$ -	\$ 10,000	\$ -	\$ -	\$ -
INFORMATION TECHNOLOGY FUND					
<u>Vehicles & Equipment</u>					
Server Replacements	\$ 27,000	\$ 24,000	\$ 25,500	\$ 26,000	\$ 27,000
Core Network Upgrades	10,500	32,500	40,000	60,000	50,000
Wireless Access Points/Install	3,000	44,000	4,200	4,500	4,500
Edge Switch Replacements	7,500	8,800	3,500	5,000	5,000
VOIP Equipment Replacements	32,000	-	49,500	5,000	7,700
Disk Storage for Backups - Addtl.	-	-	-	12,000	12,000
Fiber Installations	-	-	-	20,000	20,000
Miscellaneous Equipment	19,000	29,400	21,500	14,900	22,400
TOTAL - LT. FUND	\$ 99,000	\$ 138,700	\$ 144,200	\$ 147,400	\$ 148,600
COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND					
<u>Improvements</u>					
CNS Improvement Projects	\$ 355,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
TOTAL - CNS FUND	\$ 355,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000

**CITY OF OREM
ADOPTED BUDGET**

FISCAL YEAR 2019-2020

CAPITAL IMPROVEMENTS SUMMARY

FUND	BUDGETED FY '19-'20	PROJECTED FY '20-'21	PROJECTED FY '21-'22	PROJECTED FY '22-'23	PROJECTED FY '23-'24
ALL FUNDS					
<u>Vehicles & Equipment</u>					
General Fund	\$ 2,389,762	\$ 1,168,100	\$ 1,267,000	\$ 1,274,100	\$ 1,349,600
Road Fund	487,350	266,000	204,000	254,000	211,000
Transportation Sales Tax Fund	3,200	5,000	5,000	5,000	5,000
CIP Fund	15,000	80,000	30,000	30,000	30,000
Water Fund	399,200	335,000	235,000	235,000	243,000
Water Reclamation Fund	1,856,000	554,000	1,229,000	642,000	648,000
Storm Water Fund	327,200	207,000	306,000	339,000	207,000
Fleet Maintenance Fund	-	5,000	65,000	5,000	5,000
Purchasing/Warehousing Fund	-	10,000	-	-	-
Information Technology Fund	99,000	138,700	144,200	147,400	148,600
Subtotal - Vehicles & Equip.	\$ 5,576,712	\$ 2,768,800	\$ 3,485,200	\$ 2,931,500	\$ 2,847,200
<u>Improvements</u>					
General Fund	\$ 280,000	\$ 415,000	\$ 420,000	\$ 425,000	\$ 430,000
Road Fund	2,103,029	2,080,000	2,080,000	2,080,000	2,080,000
CARE Tax Fund	1,132,488	1,185,000	1,190,000	1,195,000	1,200,000
Transportation Sales Tax Fund	2,228,614	2,255,000	2,255,000	2,255,000	2,255,000
Fire/EMS Impact Fee Fund	40,000	45,000	55,000	65,000	70,000
Police Impact Fee Fund	20,000	25,000	30,000	35,000	40,000
Streets Impact Fee Fund	75,000	80,000	85,000	90,000	100,000
Parks Impact Fee Fund	400,000	410,000	420,000	430,000	440,000
CIP Fund	226,385	1,370,000	1,278,000	795,000	3,123,000
Water Fund	7,143,841	6,585,000	7,352,000	7,814,000	8,081,000
Water Reclamation Fund	3,203,039	5,179,000	5,129,000	6,243,000	6,175,000
Storm Water Fund	2,097,892	2,508,000	2,601,000	2,188,000	2,269,000
Solid Waste Fund	86,329	75,000	75,000	75,000	75,000
CNS Fund	355,000	85,000	85,000	85,000	85,000
Subtotal - Improvements	\$ 19,391,617	\$ 22,297,000	\$ 23,055,000	\$ 23,775,000	\$ 26,423,000
GRAND TOTAL - ALL FUNDS	\$ 24,968,329	\$ 25,065,800	\$ 26,540,200	\$ 26,706,500	\$ 29,270,200

EXHIBIT
“B”

CITY OF OREM
ADOPTED FEES & CHARGES
FISCAL YEAR 2019-2020

CITY OF OREM, UTAH
Adopted Fees & Charges
Fiscal Year 2019-2020

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CITY MANAGER

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CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

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CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

ADMINISTRATIVE SERVICES

BUSINESS LICENSE FEES

Fee Description	Adopted Fee
Business License List – Complete List	\$35.00 or free on internet
Business License List – Monthly New Business List	\$35.00 or free on internet
Change of Business Location – Non-renewal	\$50.00
Change of Business Name	\$35.00
Change of Ownership	\$35.00
Commercial Business License – Base Fee – New Businesses	\$210.00
Commercial Business License – Renewal Fee	\$85.00
Commercial Inspection	\$105.00
Home Occupation Inspection (if required)	\$105.00
Home Occupation License – Base Fee (includes setup fee) – <i>Fee is generally waived except in certain circumstances.</i>	\$110.00
Home Occupation License – Renewal Fee - <i>Fee is generally waived except in certain circumstances.</i>	\$59.00
Reprint of Lost License	\$15.50
Solicitor Badge Fee	\$10.00
Solicitor License	\$58.00
Late Fees (in addition to fees shown above):	
Home Occupations:	
31-60 days delinquent	\$44.00
61+ days delinquent	\$44.00
Commercial Businesses:	
31-60 days delinquent	\$44.00
61+ days delinquent	\$44.00 + 10% per month

Business Category	Disproportionate Service Fee
Automotive Service	\$110.00
Banking and Consumer Finance	\$315.00
Convenience Stores	\$1,000.00
Electronics and Appliances	\$80.00
Entertainment	\$480.00
Equipment Supply and Rental	\$90.00
Fast Food and Take-out Food Products	\$350.00
Fitness and Recreation	\$45.00
Grocery and Food Supply	\$225.00
Group and Treatment Homes	\$485.00
Hospital	\$7,500.00
Industrial-Manufacturing, Distribution, Skilled Labor	\$29.00
Medical	\$210.00
Personal Services	\$80.00
Restaurants	\$425.00
Retail Sales 1-10,000 sf	\$110.00
Retail Sales 10,001-25,000	\$190.00
Retail Sales 25,001-50,000	\$330.00
Retail Sales 50,000+	\$3,500.00
Business, Professional, and Contracted Services	\$36.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Per Unit/Room	Disproportionate Service Fee
Assisted Living, Small	\$17.00
Assisted Living, Large	\$23.00
Lodging	\$5.00
Storage Units	\$0.50

DOCUMENTS

Fee Description	Adopted Fee
Budget Copies (Online)	Free
Budget Copies (CD)	\$10.00
Copy Machine Copies per Page/Side for Public	\$0.10
General Plan (Hard copy, black & white)	\$50.00
General Plan (CD)	\$10.00
General Plan (Internet)	Free
Special Information Searches	Actual cost (including employee salary)

FINGERPRINTING

Fee Description	Adopted Fee
Resident:	
Cost for Two Cards	\$11.75
Cost per Additional Card	\$5.00
Non-Resident:	
Cost for Two Cards	\$30.00
Cost per Additional Card	\$5.00

PASSPORTS

Fee Description	Adopted Fee
Application Fee (Payable to "Department of State"):	
Passport Book – Age 16 & Older	Fee set by the U.S. Department of State
Passport Book – Under Age 16	
Passport Card – Age 16 & Older	
Passport Card – Under Age 16	
Execution Fee (added to each application – payable to "The City of Orem")	
Passport Photos (may be purchased from the City or supplied from other sources)	\$16.00
Second Set	\$8.00

SERVICE BILLING & MISCELLANEOUS

Fee Description	Adopted Fee
Bicycle License	Free
Late Payment (after 30 days from billing)	\$15.00
Service Charge (returned checks, returned or disputed payments)	\$25.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

UTILITY CONNECTIONS

Fee Description	Adopted Fee
After Hours Charge	\$50.00
Application for Special Improvement District (SID)	\$7,500 + Costs
Broken Lock & Bracket Fine	\$55.00
Deposit (if required)	3x avg. month's bill
Field Service/Reconnect (reconnect is two trips/fees)	\$25.00
Illegal Connection Fine	\$250.00
Utility Hook-up Fee	\$25.00

UTILITY RATES – WATER

All meters are charged the usage charge plus the base rate as stated below. Charges are assessed on total amount of consumption in 1,000-gallon increments in a manner established by policy and ordinance. All fees are double for accounts located outside of the City boundary.

Usage Charge by Tier	Adopted Fee
Tier 1 (Cost per 1,000 gallons)	\$0.98
Tier 2 (Cost per 1,000 gallons)	\$1.22
Tier 3 (Cost per 1,000 gallons)	\$1.45
Tier 4 (Cost per 1,000 gallons)	\$1.94

Flow Allotment by Meter Size (per 1,000 gallons per month)

Meter Size	Tier 1	Tier 2	Tier 3	Tier 4
¾"	1 – 11	12 – 34	35 – 65	66 +
1"	1 – 18	19 – 57	58 – 109	110 +
1½"	1 – 37	38 – 113	114 – 216	217 +
2"	1 – 59	60 – 181	182 – 346	347 +
3"	1 – 110	111 – 340	341 – 650	651 +
4"	1 – 220	221 – 680	681 – 1,300	1,301 +
6"	1 – 458	459 – 1,417	1,418 – 2,709	2,710 +
8"	1 – 587	588 – 1,813	1,814 – 3,466	3,467 +
10"	1 – 1,063	1,064 – 3,287	3,288 – 6,284	6,285 +

Base Rate By Meter Size	Adopted Fee
¾"	\$20.20
1"	\$39.22
1½"	\$110.42
2"	\$181.64
3"	\$276.59
4"	\$466.48
6"	\$1,178.58
8"	\$1,574.21
10"	\$2,361.32

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

UTILITY RATES – SEWER

Fee Description	Adopted Fee
Monthly, All Uses:	
Base Rate (charge for one living unit)	\$12.33
Base Rate – Multiple Units:	
Charge for first living unit	\$12.33
Charge for each additional living unit	\$11.33
Volume Charge* (charge for every 1,000 gallons)	\$2.53

**Effective July 1 of each year, the monthly charge shall be based on the average winter water usage for the preceding months of November through April.*

All non-residential sewer accounts will be billed using a water meter size multiplier using the American Water Works Association (AWWA) guidelines. Account holders for water meter sizes 2" and larger may request an adjustment to the multiplier based on qualifying site-specific criteria.

Water Meter Size	AWWA Multiplier
¾"	1.00
1"	1.67
1½"	3.33
2"	5.33
3"	10.00
4"	20.00
6"	41.67
8"	53.33
10"	96.97

UTILITY RATES – STORM WATER

Fee Description	Adopted Fee
Storm Water Fee per Equivalent Service Unit (ESU) - Monthly	\$7.35

UTILITY RATES – SOLID WASTE**

Fee Description	Adopted Fee
First Container (cost per month)	\$11.50
Additional Containers (cost per month)	\$10.50
Green Waste (cost per month)	\$6.20
Multiple Units (cost per month)	\$11.50 + \$11.50 each additional unit
Recycling Fee (cost per month)	\$3.60
Combined Fee of First Can and Recycling Can (mandatory for all new accounts)	\$15.10
Residential (cost per month)	\$11.50
Trailer Courts & Condominiums (cost per month)	\$11.50 + \$11.50 each additional unit

***The City Manager is authorized to pass on tipping fee increases to the Solid Waste base rate at the time of increase by the Solid Waste District.*

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

UTILITY RATES – STREET LIGHTS

Fee Description	Adopted Fee
Street Lighting Fee (cost per month)*	
Cherry Hill and Lakeview neighborhoods – Effective April 1, 2019	\$2.34
All businesses, apartments, institutional accounts (schools, churches, nonprofits, etc.) – Effective July 1, 2019	\$2.34
Geneva Heights, Windsor, Orem, Orem North, Suncrest, Lakeridge, Stonewood, Sunset Heights East, Orem Park neighborhoods – Effective July 1, 2019	\$2.34
All other neighborhoods	\$3.25

*The City is moving into maintaining a mature street lighting system. The street lighting fee will cover ongoing system operations and maintenance with a small capital budget. We are adopting a new ELU structure to reduce the current fee of \$3.25 and move toward billing each residence, business, and institution one ELU of \$2.34 per month. This new ELU rate will be phased in by neighborhood.

CITY MANAGER

CITY CENTER USE*

Fee Description	Adopted Fee
Rotunda or Council Chambers: Monday – Friday, 8:00 a.m. to 8:30 p.m.	No Charge
Type of Use:	City of Orem committees, City of Orem sponsored committees, PTA & commissions, governmental agencies, political groups (defined as current legislators for the purpose of town hall meetings and neighborhood meetings), and as required by Development Services for proposed developments.

*Groups shall be limited to 150 people. The City Center is not available on City observed holidays.

CANDIDATE FOR OFFICE FILING FEES

Fee Description	Adopted Fee
Filing Fee – Mayor	\$150.00
Filing Fee – City Council	\$75.00

SOLID WASTE (see bottom of page 6)

Fee Description	Adopted Fee
All Fees	See Page 6

DEVELOPMENT SERVICES

APPEALS

Fee Description	Adopted Fee
Board of Adjustment	\$906.00
Board of Appeals	\$750.00
City Council	\$1,229.00
Planning Commission	\$1,126.00
Special Exception for Multi-Family Dwellings	\$1,462.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

BONDS

Fee Description	Adopted Fee
Christmas Tree Lots	\$50.00
Fireworks Stands	\$300.00
Pawn Broker	\$3,000.00 Surety
Private Investigator	\$3,000.00 Surety/Cash
Temporary Business	\$3,000.00 Surety/Cash
Tow-truck / Parking Enforcement	\$1,000.00 Surety

DEVELOPMENT REVIEW APPLICATIONS

Fee Description	Adopted Fee
Public Noticing	Total cost of noticing paid by applicant
Annexation Request	\$3,297.00
City Code Amendment	\$1,228.00
Concrete / Masonry Fence	\$377.00
Conditional Use Permits	\$1,203.00
Condominium Conversion	\$1,032.00+\$86.00/unit
Fence Modification / Waiver	\$504.00
General Plan Amendment Request	\$1,057.00
Street Vacation	\$1,674.00
Subdivision Plats / Site Plans:	
Additional Reviews (2 through 7)	\$542.00/review after 3 reviews
Plat Amendments, Including Lot Line Adjustment (not including recording fees)	\$856.00+\$206.00/lot
PRD – Preliminary	\$1,873.00+\$193.00/lot
PRD – Final	\$917.00+\$162.00/lot
Residential – Preliminary	\$1,388.00+\$143.00/lot
Residential – Final (not including recording fees)	\$943.00+\$122.00/lot
Site Plans	\$1,934.00
Site Plan Administrative Approval	\$644.00
Temporary Site Plan	\$446.00
Day Care	\$190.00
Zoning Ordinance Amendment	\$1,160.00
Zoning Ordinance Amendment / New PD Zone	\$3,685.00
Sign Posting Fee (cost per request) – Items below are potentially subject to this fee:	\$689.00
Development Review Requests:	
Annexation	
Commercial Adjacent to Residential Zones	
Conditional Use Permit	
Condo Conversions	
General Plan Amendments	
Non-residential in Residential Zones	
Plat Amendments	
Preliminary Plats with Deep Lots	
Rezoning	
Site Plans in following zones: PD1, PD4, PD5, PD15, PD16, PD21	
Text Changes in Creating or Amending PD Zones	

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

IMPROVEMENT BOND – COMMERCIAL & RESIDENTIAL CONTRACT CONSTRUCTION

Fee Description	Adopted Fee
All Improvement Bonds – Commercial & Multi-Family	110% of estimated cost as determined by City Engineer
New Single Family :	
Undeveloped Lot	110% of estimated cost as determined by City Engineer
Developed Lot	\$1,000.00
Single Family Additions greater than 500 square feet	\$200.00

BUILDING SAFETY PERMITS

Permit/Fee Description	Adopted Fee
Basement Finishes (existing homes)	\$30.00 + 1% of valuation based upon building standards by ICC
Building Demolition Permit	UAC rate (\$30.00 minimum)
Building Permits – Total of:	
Current Building Valuation as Published by ICC	Table 3A, 1997 UAC (\$30.00 minimum) + 5%
Clear Certificate of Non-compliance	\$110.00
Construction Water:	
1-3 units	\$30.00
4-8 units	\$60.00
9-19 units	\$90.00
20-39 units	\$120.00
40 + units	\$150.00
Electrical Permit	Table 3B, 1997 UAC (\$30.00 minimum) + 5%
Mechanical Permit	Table 3C, 1997 UAC (\$30.00 minimum) + 5%
Plumbing Permit	Table 3D, 1997 UAC (\$30.00 minimum) + 5%
Sign Permits – Valuation as Provided by Applicant	Table 3A, 1997 UAC (\$30.00 minimum) + 5%
Temporary Certificate of Occupancy:	
Commercial	\$375.00 (non-refundable)
Residential	\$240.00 (\$100.00 refunded, if completed within 30 days, unless illegally occupied)
Apartment/Condominium :	
When entire building complete & approved - On-site improvements not complete	\$375.00
When only some units completed	\$375.00/building (+\$30.00/unit to be occupied)

BUILDING SAFETY PLAN REVIEW

Fee Description	Adopted Fee
Commercial & Residential	The lesser of 65% of the permit fee or the actual cost
Fast Track:	
Commercial and/or Deferred Submittals:	
Single building project – value less than \$5 million	\$700.00 minimum + \$75/hour if over 4 hours

CITY OF OREM
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Single building project – value \$5 million to \$15 million	\$900.00 minimum + \$75/hour if over 6 hours
Single building project – value greater than \$15 million	\$1100.00 minimum + \$75/hour if over 8 hours
Multi building project	\$700.00 per building minimum + \$75/hour if over 4 hours each
Residential	\$250.00 minimum + \$75.00/hour if over 2 hours
Plan Review Required by Changes	\$100.00 minimum + \$60.00/hour if over ½ hour
Buildings over Four Stories	Third party structural review required – cost

BUILDING SAFETY MISCELLANEOUS FEES

Fee Description	Adopted Fee
Building without a Permit	Double building permit fee including plumbing, electrical and mechanical
Investigation Fee	100% UAC Rate
Refunds:	
When Permits Not Issued	100% of permit fee only (City retains plan review fee)
When Permit Issued But No Work Performed	80% of permit fee only (City retains plan review fee)

BUILDING SAFETY SPECIAL INSPECTIONS

Fee Description	Adopted Fee
Inspections Outside of Normal Working Hours	\$100.00 + \$75.00/hour if over 2 hours
Other Inspections	\$60.00 + \$60.00/hour if over 1 hour
Accessory Apartment Consultations	\$100.00/\$50.00 to be applied to building permit if application received within 6 months
Pre-move Inspections	\$100.00 + IRS mileage if out of City
Required Inspection Call-back for a Re-inspection	\$110.00

ENGINEERING FEES

Fee Description	Adopted Fee
Permit Fee	\$60.00
After-hours fee	\$100.00/Minimum+ \$75.00/hour if over two hours
Working without a permit	Double calculated permit and road cut fees
Road Cut Fee**:	
Age of Roadway:	
0-2* years	\$5,000.00 + \$2.00/linear foot
2-5 years	\$250.00 + \$1.50/linear foot
5 + years	\$150.00 + \$1.00/linear foot

CITY OF OREM
ADOPTED FEES & CHARGES

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Road Bore Fees**:	
Age of Roadway:	
0-2* years	\$5,000.00
2-5 years	\$250.00
5 + years	\$150.00
Length of Bore:	
0 – 50 feet	\$50.00 + ROW Pothole Fee \$5.00 each
50 – 300 feet	\$150.00 + ROW Pothole Fee \$5.00 each
300 feet +	\$300.00 + ROW Pothole Fee \$5.00 each
Sub Local/Local Street Lane Closure (lane/day/block)	\$75.00
Urban Collector ① Lane Closure (lane/day/block)	\$150.00
Minor Arterial ① Lane Closure (lane/day/block)	\$500.00
Principal Arterial ① Lane Closure (lane/day/block)	\$1,000.00
Sidewalk or Bike Lane (day/block)	\$50.00

① Urban Collector, Minor Arterial and Principal Arterial Street closures will occur at night or on weekends unless approved by the City Engineer.

PERFORMANCE CASH BOND

Fee Description	Adopted Fee
Held for one year from date last permit pulled	\$1,000.00

SUBDIVISIONS/SITE PLANS

Fee Description	Adopted Fee
Engineering Construction Inspections:	
Asphalt Permit	\$60.00/first 20,000 sq. ft. + \$10.00 each addtl 10,000 sq. ft.
Curb, Gutter & Sidewalk Permit	\$60.00/first 30 ft. + \$10.00 each additional 100 ft.
Sewer Lateral Permit	\$60.00
Water Lateral Permit	\$60.00
Sewer Main w/Test	\$200.00/first 400 ft. + \$10.00 each additional 100 ft.
Sewer Main w/3 rd party test	\$100/first 400 ft. + \$10.00 each additional 100 ft.
Sewer Main retest	\$60.00
Water Main w/Test	\$200.00/first 400 ft. + \$10.00 each additional 100 ft.
Water Main retest	\$60.00
Storm Drain Main w/Test	\$200.00/first 400 ft. + \$10.00 each additional 100 ft.
Storm Drain Main w/3 rd party test	\$100/first 400 ft. + \$10.00 each additional 100 ft.
Sump	\$60.00
Grading Permit	\$60.00
Miscellaneous Other Permits	\$60.00
Processing Check to County Recorder:	
Original Lien	As Charged by County
Per Lot	As Charged by County
Recorded Copies	As Charged by County
Long-Term Storm Water Management Plan Recording	As Charged by County

CITY OF OREM
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Miscellaneous:	
Approved Drawings PDF Diskette	\$40.00
Barricades (provided) (cost per barricade)	\$28.00
Blueprints 24 X 18 (cost per page)	\$3.00
Blueprints 24 X 36 (cost per page)	\$3.00
Blueprints 36 X 36 or larger (cost per page)	\$5.00
Color Maps 8 ½ X 12 (cost for each)	\$1.00
Color Maps 11 X 11 (cost for each)	\$5.00
Color Maps 18 X 18 (cost for each)	\$10.00
Color Maps 24 X 36 (cost for each)	\$15.00
Color Maps 36 X 48 (cost for each)	\$20.00
Construction Specs (cost per book)	\$10.00
Copies of Documents (cost per page)	\$0.30
Engineering Copies 36 X 48 (b&w) (cost per page)	\$3.00
Street Signs (Per Panel or Sign):	
Extra Panel	\$133.00
30" Stop or Traffic Sign, etc.	\$229.00
Street Address Sign	\$328.00
36" Stop or Traffic Sign, etc.	\$240.00
Street Lights (Per Light):	
Residential Street Lights	\$4,436.00
Corridor Street Lights	\$7,042.00
Commercial Street Lights	\$3,535.00
Subdivision Improvement Bond (estimated cost per City Engineer) :	
Change of Address	\$50.00
Re-processing Plat	\$20.00
Revisions Prior to Recording	\$50.00
Survey:	
Lien Processing and Filing Per Development	\$50.00

SEWER CONNECTION FEES

Fee Description	Adopted Fee
All Sizes	\$30.00

STORM WATER FEES

Fee Description	Adopted Fee
Storm Water Construction Site Citation Infraction*:	
First Infraction (cost per day per violation)	\$50.00
Second Infraction (cost per day per violation)	\$100.00
Third Infraction* (cost per day per violation)	\$200.00
Storm Water Plan Review:	
Long-Term Management Plan Review (Up to four reviews)	\$230.00
Additional Long-Term Management Plan Review (for each additional review)	\$51.00
SWPPP Plan Review	\$77.00
Annual Long-Term Management Plan Reporting Late Fee	\$26.00
Storm Water Construction Site Inspections Fee**:	
Single Family Inspection Fees**:	
≤ 1 acre and no UPDES NOI required	\$135.00
≤ 5 acres	\$1,015.00
> 5 acres	\$1,355.00
High-priority sites	Double the one-time fee

CITY OF OREM
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Residential Subdivision Inspection Fees**:	
≤ 5 acres	\$1,355.00
> 5 acres and ≤ 10 acres	\$3,200.00
> 10 acres and ≤ 30 acres	\$4,550.00
> 30 acres	\$7,380.00
High-priority sites	Double the one-time fee
Commercial Sites, Mixed Use and Multi-Residential Inspection Fees**:	
≤ 1 acre and no UPDES NOI required	\$135.00
≤ 5 acres	\$1,015.00
> 5 acres and ≤ 10 acres	\$2,705.00
> 10 acres and ≤ 30 acres	\$4,060.00
> 30 acres	\$6,765.00
High-priority sites	Double the one-time fee
IDDE Violation Citation***:	
Negligent discharge of non-hazardous waste (per occurrence)	\$75.00
Negligent discharge of hazardous waste/sewage (per occurrence)	\$250.00
Intentional discharge of non-hazardous waste (per occurrence)	\$150.00
Intentional discharge of hazardous waste/sewage (per occurrence)	\$500.00
Storm Water Pollution Prevention Plan (SWPPP) Fee on New Construction and Additions Over 500 Square Feet	\$80.00

* With the third citation violation, a 'stop work order' will be issued. All infraction fines are assessed by and payable to the City.

**Recommended charges reflect 60% of the actual cost to conduct inspections and are based on the average number of inspections conducted per size and type of development/project.

***IDDE Violation Citation costs do not include cleanup costs. The violator is responsible for cleanup costs.

WATER TAP FEES

Water Meter Size	Adopted Fee
¾" to 2"	\$232.00
3" and Larger	\$415.00

WATER SERVICE DELETION FEE

Water Service Size	Adopted Fee
¾" and Larger	\$915.00

WATER CONNECTION FEES

Water Meter Size	Adopted Fee
¾"	\$287.00
1"	\$359.00
1½"	\$681.00
2"	\$885.00
3"	Meter Market Price + \$547.00
4"	Meter Market Price + \$547.00
6"	Meter Market Price + \$547.00
8"	Meter Market Price + \$547.00
10"	Meter Market Price + \$547.00

CITY OF OREM
ADOPTED FEES & CHARGES

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WATER IMPACT FEES

City Service Area

Meter Size	Meter Type	Equivalency Ratios	Adopted Impact Fee
¾"	Displacement	1.00	\$1,603.01
1"	Displacement	1.67	\$2,677.02
1½"	Displacement	3.33	\$5,338.01
2"	Compound	5.33	\$8,544.02
3"	Compound	10.00	\$16,030.06
4"	Compound	20.00	\$32,060.11
6"	Compound	41.67	\$66,797.24
8"	Compound	53.30	\$85,440.20
10"	Compound	96.67	\$154,962.55

City Service Area Non-Standard

City SA Non-Standard Users Impact Fee Formula

Step 1: Identify Estimated Average Annual Demand (Gallons) of Proposed Development

Step 2: Multiply Total Annual Gallons by Impact Fee per Gallon of \$0.0060

Southwest Service Area (see map on page 21)

Meter Size	Meter Type	Equivalency Ratios	Adopted Impact Fee
¾"	Displacement	1.00	\$3,004.07
1"	Displacement	1.67	\$5,016.80
1½"	Displacement	3.33	\$10,003.57
2"	Compound	5.33	\$16,011.71
3"	Compound	10.00	\$30,040.74
4"	Compound	20.00	\$60,081.47
6"	Compound	41.67	\$125,179.75
8"	Compound	53.30	\$160,117.13
10"	Compound	96.67	\$290,403.80

Southwest Service Area Non-Standard

Southwest SA Non-Standard Users Impact Fee Formula

Step 1: Identify Estimated Average Annual Demand (Gallons) of Proposed Development

Step 2: Multiply Total Annual Gallons by Impact Fee per Gallon of \$0.0113

Water Supply Impact Fee (Applicable to both the City Service Area and Southwest Service Area)

Meter Size	Equivalency Ratios	Adopted Impact Fee
¾"	1.00	\$2,804.00
1"	1.67	\$4,682.00
1½"	3.33	\$9,336.00
2"	5.33	\$14,944.00
3"	10.00	\$28,037.00
4"	20.00	\$56,074.00
6"	41.67	\$116,830.00
8"	53.30	\$149,521.00
10"	96.67	\$271,033.00

CITY OF OREM
ADOPTED FEES & CHARGES

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SEWER IMPACT FEES

City Service Area

Residential – City Service Area

City Service Area	ERU Demand	Adopted Sewer Impact Fee
Single Family Residential per Unit	1.00	\$ 846.90
Multi-Family Residential per Unit*	0.88	\$ 747.54

*Multi-family ERU equivalency is based on the ratio of persons per multi-family household (see Table 5 of the Orem Parks Impact Fee Analysis).

Non-Standard Formula - City Service Area

Multiply Number of Fixture Units by Impact Fee per Fixture Unit	\$ 38.50
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Non-Residential – City Service Area

Fixture Type	Drainage Fixture Unit Value as Load Factors	Impact Fee per Fixture Type
Automatic Clothes Washers, Commercial (footnote a,g)	3	\$115.49
Automatic Clothes Washers, Residential (footnote g)	2	\$76.99
Bathroom Group consists of Water Closet, Lavatory, Bidet and Bathtub or Shower (footnote f)	6	\$230.97
Bathtub - With/Without Overhead Shower or Whirlpool Attachments (footnote b)	2	\$76.99
Bidet	1	\$38.50
Combination Sink and Tray	2	\$76.99
Dental Lavatory	1	\$38.50
Dental Unit of Cuspidor	1	\$38.50
Dishwashing Machine, Domestic (footnote c)	2	\$76.99
Drinking Fountain	0.5	\$19.25
Emergency Floor Drain	0	\$0.00
Standard Floor Drains	2	\$76.99
Kitchen Sink, Domestic	2	\$76.99
Kitchen Sink, Domestic with Food Waste Grinder and/or Dishwasher	2	\$76.99
Laundry Tray (1 & 2 Compartments)	2	\$76.99
Lavatory	1	\$38.50
Shower Compartment, Domestic 5.7 gpm or less	2	\$76.99
Sink	2	\$76.99
Urinal (footnote d)	4	\$153.98
Urinal, 1 Gallon per Flush or Less (footnote d, e)	2	\$76.99
Wash Sink (Circular or Multiple) Each Set of Faucets	2	\$76.99

CITY OF OREM
ADOPTED FEES & CHARGES

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Water Closet, Flush-o-Meter Tank, Public or Private (footnote e)	4	\$153.98
Water Closet, Private Installation 1.6 gpf (footnote e)	3	\$115.49
Water Closet, Private Installation greater than 1.6 gpf (footnote e)	4	\$153.98
Water Closet, Public Installation 1.6 gpf (footnote e)	6	\$230.97

gpf = gallon per flushing cycle

Footnotes:

- a. For traps larger than 3 inches, use Table Uniform Plumbing Code Table 709.2.
- b. A showerhead over a bathtub or whirlpool tub attachment does not increase the drainage fixture unit value.
- c. See Uniform Plumbing Code Sections 709.2 through 709.4 for methods of computing unit value of fixtures not listed in this table or for rating of devices with intermittent flows.
- d. Trap size shall be consistent with the fixture outlet size.
- e. For the purpose of computing loads on building drains and sewers, water closets and urinals shall not be rated at a lower drainage fixture unit unless the lower values are confirmed by testing.
- f. For fixtures added to a dwelling unit bathroom group, add the drainage fixture unit value of those additional fixtures to the bathroom group fixture count.
- g. See Uniform Plumbing Code Section 406.3 for sizing requirements for fixture drain, branch drain, and drainage stack for an automatic clothes washer standpipe

Southwest Service Area (see map on page 21)

Residential – Southwest Service Area

Southwest Service Area	ERU Demand	Adopted Sewer Impact Fee
Single Family Residential per Unit	1.00	\$ 4,876.90
Multi-Family Residential per Unit*	0.88	\$ 4,304.75

*Multi-family ERU equivalency is based on the ratio of persons per multi-family household (see Table 5 of the Orem Parks Impact Fee Analysis)

Non-Standard Formula – Southwest Service Area

Multiply Number of Fixture Units by Impact Fee per Fixture Unit	\$ 221.68
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Non-Residential – Southwest Service Area

Fixture Type	Drainage Fixture Unit Value as Load Factors	Impact Fee per Fixture Type
Automatic Clothes Washers, Commercial (footnote a,g)	3	\$665.03
Automatic Clothes Washers, Residential (footnote g)	2	\$443.35
Bathroom Group Consisting of Water Closet, Lavatory, Bidet and Bathtub or Shower (footnote f)	6	\$1,330.06
Bathtub- With or Without Overhead Shower or Whirlpool Attachments (footnote b)	2	\$443.35
Bidet	1	\$221.68
Combination Sink and Tray	2	\$443.35
Dental Lavatory	1	\$221.68
Dental Unit of Cuspidor	1	\$221.68

CITY OF OREM
ADOPTED FEES & CHARGES

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Dishwashing Machine, Domestic (footnote c)	2	\$443.35
Drinking Fountain	0.5	\$110.84
Emergency Floor Drain	0	\$0.00
Standard Floor Drains	2	\$443.35
Kitchen Sink, Domestic	2	\$443.35
Kitchen Sink, Domestic with Food Waste Grinder and/or Dishwasher	2	\$443.35
Laundry Tray (1 & 2 Compartments)	2	\$443.35
Lavatory	1	\$221.68
Shower Compartment, Domestic 5.7 gpm or less	2	\$443.35
Sink	2	\$443.35
Urinal (footnote d)	4	\$886.71
Urinal, 1 Gallon per Flush or Less (footnote d, e)	2	\$443.35
Wash Sink (Circular or Multiple) Each Set of Faucets	2	\$443.35
Water Closet, Flush-o-Meter Tank, Public or Private (footnote e)	4	\$886.71
Water Closet, Private Installation 1.6 gpf (footnote e)	3	\$665.03
Water Closet, Private Installation greater than 1.6 gpf (footnote e)	4	\$886.71
Water Closet, Public Installation 1.6 gpf (footnote e)	6	\$1,330.06

gpf= gallon per flushing cycle

Footnotes:

- a. For traps larger than 3 inches, use Table Uniform Plumbing Code Table 709.2.
- b. A showerhead over a bathtub or whirlpool tub attachment does not increase the drainage fixture unit value.
- c. See Uniform Plumbing Code Sections 709.2 through 709.4 for methods of computing unit value of fixtures not listed in this table or for rating of devices with intermittent flows.
- d. Trap size shall be consistent with the fixture outlet size.
- e. For the purpose of computing loads on building drains and sewers, water closets and urinals shall not be rated at a lower drainage fixture unit unless the lower values are confirmed by testing.
- f. For fixtures added to a dwelling unit bathroom group, add the drainage fixture unit value of those additional fixtures to the bathroom group fixture count.
- g. See Uniform Plumbing Code Section 406.3 for sizing requirements for fixture drain, branch drain, and drainage stack for an automatic clothes washer standpipe.

STORM WATER IMPACT FEES

Per Acre Fee (charged based on acreage) (Formula: acres x fee per acre shown in table below)

Year	Maximum Fee After Credits – City Service Area	Maximum Fee After Credits – SW Annex Area
FY 2020	\$1,576.51	\$10,428.23

TRANSPORTATION IMPACT FEES (PER DEVELOPMENT UNIT FEE)

ITE Code	ITE Land Use	Unit	*Trip Rate	Pass-by Reduction	Adjusted Trip Rate	Impact Fee FY 2020
130	Industrial Park 130	1000 Sq. Feet Gross Floor Area	0.85		0.43	\$364.66
140	General Manufacturing	1000 Sq. Feet Gross Floor Area	0.73		0.37	\$313.18
151	Mini-Warehouse	1000 Sq. Feet Gross Floor Area	0.26		0.13	\$111.54
152	Warehouse / Distribution Center	1000 Sq. Feet Gross Floor Area	0.12		0.06	\$51.48

CITY OF OREM
ADOPTED FEES & CHARGES

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210	Single-Family Detached Housing	Dwelling Unit	1.00		0.50	\$429.01
220	Multi-Family / Apartment (Greater than 4 units)	Dwelling Unit	0.62		0.31	\$265.99
230	Multi-Family / Condo. Townhouse	Dwelling Unit	0.52		0.26	\$223.09
240	Mobile Home/RV Prk	Occupied Dwelling Unit	0.59		0.30	\$253.12
254	Assisted Living Center	Bed	0.22		0.11	\$94.38
310	Hotel	Room	0.60		0.30	\$257.41
444	Movie Theater < 10 Screens	1000 Sq. Feet Gross Floor Area	3.80		1.90	\$1,630.24
445	Movie Theater > 10 Screens	1000 Sq. Feet Gross Floor Area	4.91		2.46	\$2,106.44
492	Health/Fitness Club	1000 Sq. Feet Gross Floor Area	3.53		1.77	\$1,514.41
520	Elementary School	1000 Sq. Feet Gross Floor Area	1.21		0.61	\$519.10
522	Middle School / Junior High School	1000 Sq. Feet Gross Floor Area	1.19		0.60	\$510.52
530	High School	1000 Sq. Feet Gross Floor Area	0.97		0.49	\$416.14
534	Private School (K-8)	Students	0.60		0.30	\$257.41
560	Church	1000 Sq. Feet Gross Floor Area	0.55		0.28	\$235.96
565	Day Care Center	1000 Sq. Feet Gross Floor Area	12.34		6.17	\$5,293.98
590	Library	1000 Sq. Feet Gross Floor Area	7.30		3.65	\$3,131.77
610	Hospital	1000 Sq. Feet Gross Floor Area	0.93		0.47	\$398.98
710	General Office Building	1000 Sq. Feet Gross Floor Area	1.49		0.75	\$639.22
720	Medical-Dental Office Building	1000 Sq. Feet Gross Floor Area	3.57		1.79	\$1,531.57
770	Business Park	1000 Sq. Feet Gross Floor Area	1.26		0.63	\$540.55
812	Building Material and Lumber Store	1000 Sq. Feet Gross Floor Area	4.49		2.25	\$1,926.25
817	Nursery (Garden Center)	1000 Sq. Feet Gross Floor Area	6.94		3.47	\$2,977.33
820	Shopping Center / Strip Mall	1000 Sq. Feet Gross Leasable Area	3.71	34%	1.22	\$1,050.47
826	Specialty Retail Center	1000 Sq. Feet Gross Leasable Area	2.71		1.36	\$1,162.62
841	Automobile Sales	1000 Sq. Feet Gross Floor Area	5.98		2.99	\$2,565.48
848	Tire Store	1000 Sq. Feet Gross Floor Area	4.15	28%	1.49	\$1,281.88
850	Supermarket	1000 Sq. Feet Gross Floor Area	9.48	36%	3.03	\$2,602.89
851	Convenience Market	1000 Sq. Feet Gross Floor Area	52.41	61%	10.22	\$8,768.92
912	Drive-in Bank	1000 Sq. Feet Gross Floor Area	24.30	47%	6.44	\$5,525.22
918	Hair Salon	1000 Sq. Feet Gross Floor Area	1.45		0.73	\$622.06
932	Restaurant, Sit-Down (High Turnover)	1000 Sq. Feet Gross Floor Area	9.85	44%	2.76	\$2,366.42

CITY OF OREM
ADOPTED FEES & CHARGES

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933	Fast Food without Drive-Through Window	1000 Sq. Feet Gross Floor Area	26.15	43%	7.45	\$6,394.61
934	Restaurant with Drive Through Window	1000 Sq. Feet Gross Floor Area	32.65	50%	8.16	\$7,003.59
942	Auto Care Center	1000 Sq. Feet Gross Leasable Area	3.11		1.56	\$1,334.22
944	Gasoline/Service Station	Fueling Position	13.87	42%	4.02	\$3,451.21
945	Gasoline/Service Station with Convenience Store	1000 Sq. Feet Gross Leasable Area	97.47	56%	21.44	\$18,398.87
947	Self Service Car Wash	Wash Stall	5.54		2.77	\$2,376.72
948	Automated Car Wash	1000 Sq. Feet Gross Floor Area	14.12		7.06	\$6,057.62

OR, if a cost per trip is used, the maximum cost per trip is shown below (after all bond credits). The cost per trip, by year, is then multiplied by the number of trips per development type and number of units as shown in the following table:

G.O. Bonds – Roadways	Maximum Fee per PM Peak Hour Trip
FY 2020	\$858.02

ITE Code	ITE Land Use	Unit	Adjusted Trip Rate
130	Industrial Park 130	1000 Sq. Feet Gross Floor Area	0.43
140	General Manufacturing	1000 Sq. Feet Gross Floor Area	0.37
151	Mini-Warehouse	1000 Sq. Feet Gross Floor Area	0.13
152	Warehouse / Distribution Center	1000 Sq. Feet Gross Floor Area	0.06
210	Single-Family Detached Housing	Dwelling Unit	0.50
220	Multi-Family / Apartment (Greater than 4 units)	Dwelling Unit	0.31
230	Multi-Family / Condo. Townhouse	Dwelling Unit	0.26
240	Mobile Home / RV Park	Occupied Dwelling Unit	0.30
254	Assisted Living Center	Bed	0.11
310	Hotel	Room	0.30
444	Movie Theater < 10 Screens	1000 Sq. Feet Gross Floor Area	1.90
445	Movie Theater > 10 Screens	1000 Sq. Feet Gross Floor Area	2.46
492	Health/Fitness Club	1000 Sq. Feet Gross Floor Area	1.77
520	Elementary School	1000 Sq. Feet Gross Floor Area	0.61
522	Middle School / Junior High School	1000 Sq. Feet Gross Floor Area	0.60
530	High School	1000 Sq. Feet Gross Floor Area	0.49
534	Private School (K-8)	Students	0.30
560	Church	1000 Sq. Feet Gross Floor Area	0.28
565	Day Care Center	1000 Sq. Feet Gross Floor Area	6.17
590	Library	1000 Sq. Feet Gross Floor Area	3.65
610	Hospital	1000 Sq. Feet Gross Floor Area	0.47
710	General Office Building	1000 Sq. Feet Gross Floor Area	0.75
720	Medical-Dental Office Building	1000 Sq. Feet Gross Floor Area	1.79
770	Business Park	1000 Sq. Feet Gross Floor Area	0.63
812	Building Material and Lumber Store	1000 Sq. Feet Gross Floor Area	2.25
817	Nursery (Garden Center)	1000 Sq. Feet Gross Floor Area	3.47
820	Shopping Center / Strip Mall	1000 Sq. Feet Gross Leasable Area	1.22

CITY OF OREM
ADOPTED FEES & CHARGES

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826	Specialty Retail Center	1000 Sq. Feet Gross Leasable Area	1.36
841	Automobile Sales	1000 Sq. Feet Gross Floor Area	2.99
848	Tire Store	1000 Sq. Feet Gross Floor Area	1.49
850	Supermarket	1000 Sq. Feet Gross Floor Area	3.03
851	Convenience Market	1000 Sq. Feet Gross Floor Area	10.22
912	Drive-in Bank	1000 Sq. Feet Gross Floor Area	6.44
918	Hair Salon	1000 Sq. Feet Gross Floor Area	0.73
932	Restaurant, Sit-Down (High Turnover)	1000 Sq. Feet Gross Floor Area	2.76
933	Fast Food without Drive-Through Window	1000 Sq. Feet Gross Floor Area	7.45
934	Restaurant with Drive Through Window	1000 Sq. Feet Gross Floor Area	8.16
942	Auto Care Center	1000 Sq. Feet Gross Leasable Area	1.56
944	Gasoline/Service Station	Fueling Position	4.02
945	Gasoline/Service Station with Convenience Store	1000 Sq. Feet Gross Leasable Area	21.44
947	Self Service Car Wash	Wash Stall	2.77
948	Automated Car Wash	1000 Sq. Feet Gross Floor Area	7.06

PARKS IMPACT FEES

Per Residential Unit:

Year	Maximum Fee per Single-Family Unit	Maximum Impact Fee per Multi-Family Unit
FY 2020	\$2,865.54	\$2,529.36

FIRE IMPACT FEES

Standard:

Fire/EMS	Cost per Call	Calls per Unit	Impact Fee per Unit
Residential:			
Single Family Residential Unit	\$1,726.00	0.126	\$217.70
Multi-Family Residential Unit	\$1,726.00	0.097	\$168.24
Non Residential:			
General Commercial (per KSq Ft)	\$1,726.00	0.061	\$104.69
Office (per KSq Ft)	\$1,726.00	0.122	\$210.88
Institutional (per KSq Ft)	\$1,726.00	0.043	\$74.11
Commercial Apparatus Fee (KSq Ft Floor Space)*	See Apparatus Fee Table		

*Apparatus Fee is charged to commercial land uses only

Commercial Apparatus:

Non-Residential Land Use	Apparatus Cost per Call	Calls per KSq Ft	Impact Fee per KSq Ft
General Commercial	\$458.48	0.061	\$27.81

Non-Standard:

Fire/EMS Cost Per Call	Non-Standard Development		Impact Fee Assessed
\$1,726.07	x	# of Annual Calls Projected to be Created	= Non-Standard Impact Fee

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

POLICE IMPACT FEES

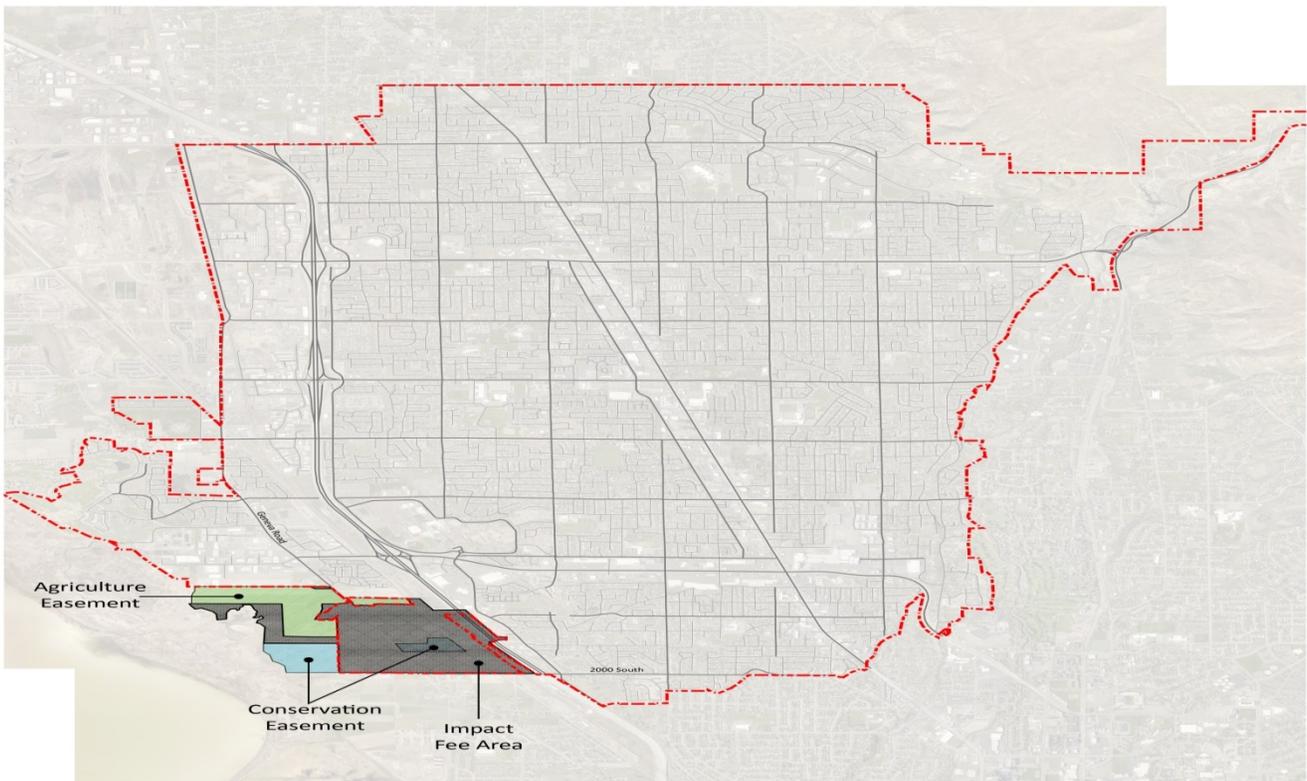
Standard:

Police	Cost per Call	Calls per Unit	Impact Fee per Unit
Residential:			
Single Family Residential Unit	\$99.82	1.209	\$120.69
Multi-Family Residential Unit	\$99.82	1.200	\$119.79
Non Residential:			
General Commercial (per KSq Ft)	\$99.82	0.835	\$83.30
Office (per KSq Ft)	\$99.82	0.563	\$56.24
Institutional (per KSq Ft)	\$99.82	0.720	\$71.86

Non-Standard:

Police Cost Per Call		Non-Standard Development		Impact Fee Assessed
\$99.82	x	# of Annual Calls Projected to be Created	=	Non-Standard Impact Fee

**CITY OF OREM
SOUTHWEST SERVICE AREA**



CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

FIRE

AMBULANCE FEES

Fee Description	Adopted Fee
Transport Fees	Limits established by the State Bureau of Emergency Medical Services

ANNUAL COMMERCIAL INSPECTION FEES

Fee Description	Adopted Fee
Assembly (permanent dance clubs):	\$150.00 to \$320.00 (see below)
0 to 3,000 sq. ft.	\$150.00
3,001 to 6,000 sq. ft.	\$190.00
6,001 to 9,000 sq. ft.	\$230.00
9,001 to 12,000 sq. ft.	\$270.00
12,001 sq. ft. and above	\$320.00
Fireworks Displays Inside Permanent Retail Outlets	\$135.00
Hazardous Materials Dispensing / Use	\$500.00
Hazardous Materials Production / Processing	\$500.00
Hazardous Materials Storage Sites	\$500.00
High Rise Inspections	\$450.00
Home Day Care	\$130.00
Hospitals	\$350.00
Hotel and Large Apartment Complexes (over 16 units):	
16-32 units	\$150.00
33-48 units	\$190.00
49-64 units	\$240.00
65-80 units	\$290.00
81 units and above	\$340.00
Pre-school / Day Care	\$130.00
Repair Garages / Fuel Dispensing Stations	\$135.00
Restaurants (fire suppression systems)	\$135.00
State Licensed Health Care Facilities	\$130.00

FALSE ALARM FEES (per calendar year)

Fee Description	Adopted Fee
First three false alarms	Warning
Fourth false alarm	\$50.00
Fifth false alarm	\$75.00
Sixth through ninth false alarm	\$100.00
Tenth and all subsequent false alarms	\$200.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

FIRE ALARM SYSTEM INSPECTIONS

Includes office plan review, 24-hour test, and final inspection

Fee Description	Adopted Fee
Additions, Remodels or New Construction:	
0 to 3,000 sq. ft.	\$200.00
3,001 to 8,000 sq. ft.	\$320.00
8,001 sq. ft. and above	\$320.00 + \$0.005/sq. ft.

MISCELLANEOUS

Fee Description	Adopted Fee
Community Emergency Response Team (CERT) Class	\$45.00

OTHER INSPECTIONS AND RE-INSPECTIONS

Fee Description	Adopted Fee
Miscellaneous Fire Inspection:	
0 to 7,000 sq. ft.	\$140.00
7,001 to 15,000 sq. ft.	\$190.00
15,001 to 30,000 sq. ft.	\$230.00
30,001 to 50,000 sq. ft.	\$270.00
50,001 sq. ft. and above	\$310.00
Re-inspection Fee (charged for 3 rd and subsequent re-inspections)	\$140.00
Spray Booth, Spray Room or Limited Spray Area	\$140.00
Wet Chemical / Hood System	\$140.00

REPORTS

Fee Description	Adopted Fee
EMS Reports	\$17.00

SERVICE FEES

Fee Description	Adopted Fee
Arson Investigations	Actual cost
Hazmat Response & Mitigation, Confined Space Rescue, and Non-Orem Fire Control not Otherwise Covered by Agreement or Contract:	
Equipment:	
Aerial Truck (cost per hour)	\$325.00
Ambulance (cost per hour)	\$250.00
Brush Truck (cost per hour)	\$150.00
Pumper (engine) (cost per hour)	\$225.00
Equipment (cost per hour)	\$250.00
Personnel Cost, Including Fringe Benefits and Overtime	Actual Cost
Supplies Used on Scene	Actual Cost
Inspections Mandated by State Law or Requested by Insurance Company	Actual Cost

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

SPRINKLER SYSTEM INSPECTIONS*

Fee Description	Adopted Fee
Additions, Remodels or New Construction:	
Under 3,000 sq. ft.	\$250.00
3,001 to 8,000 sq. ft.	\$370.00
8,001 sq. ft. and above	\$370.00 + \$0.01/sq. ft.

**Includes flush, office plan check, hydro and final inspections. Does not include required third-party technical review.*

TEMPORARY AND CONSTRUCTION PERMIT FEES

Fee Description	Adopted Fee
Above Ground Storage Tank:	
0 to 500 Gallons (cost per tank)	\$200.00
501 Gallons and Greater (cost per tank)	\$300.00
Fireworks Shows (inside and outside)	\$300.00
LPG Tank Installation per Tank (125 gallons and above)	\$130.00
Open Flames and Candles (cost per structure)	\$130.00
Tents or Temporary Membrane Structures	\$130.00
Underground Storage Tank Installation (cost per tank)	\$400.00
Underground Storage Tank Removal (cost per tank)	\$400.00

LIBRARY

LIBRARY FEES AND CHARGES

Fee Description	Adopted Fee
Checkout Fees-Feature Films:	
DVD or VHS per Disc or Cassette (cost per week)	\$1.00
DVD or VHS in Designated Series (cost per disc or cassette per week)	\$0.50
DVD or VHS in Designated Series, 4 or More Discs or Cassettes (cost per disc or cassette per two weeks)	\$0.50
Copies (includes sales tax):	
Color Printing (8 ½ X 11 only) (cost per copy)	\$0.25
Letter (8 ½ X 11) (cost per copy)	\$0.10
Genealogy Fan Chart	\$5.00
Miscellaneous:	
Annotated Booklet	\$8.00
Bar-code Replacement	\$1.00
Canvas Book Bag	\$5.00
CD Label / Tag Insert	\$3.00
Damaged/Missing Security or RFID Tag	\$2.00
Interlibrary Loan (shipping & handling)	Costs as charged
Non-resident Card:	
Cost per Year	\$100.00
Cost per Six Months	\$50.00
Polishing or CD/DVD Repair – Double Sided	\$6.00
Polishing or CD/DVD Repair – Single Sided	\$3.00
Replacement of User Card	\$5.00
Replacement of Study-Room Fob	\$5.00
Piano Use Fee	\$10.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Overdue Fines:	
30 th Day Overdue (cost per account)	\$5.00
Debt Collection Fee:	
Small Balance (\$10.00 to \$24.99) (cost per account)	\$5.00
Large Balance (\$25.00 and greater) (cost per account)	\$10.00
Items Not Listed Below (cost per day)	\$0.10
Interlibrary Loan Materials (cost per day)	\$1.00
Reference Book (cost per hour)	\$1.00
Video and DVD (cost per day)	\$0.50
Repairable Book Damage:	
Cleanable Markings (cost per page)	\$1.50
Clear Protective Cover (torn or missing)	\$2.00
Vistafoil Covering	\$5.00
Dust Jacket	\$5.00
End Page Replacement	\$5.00
Fly Page Replacement	\$3.50
Rebinding Oversize Book	\$20.00
Rebinding Standard Size Book	\$15.00
Repairable Water Damage	\$5.00
Spine Repair	\$4.00
Torn Page (cost per page)	\$2.00
Replacement Fee for Lost or Permanently Damaged Items – When the list price is known, the replacement fee is the list price plus a processing fee. When the list price is unknown, the replacement fee is an average replacement price as listed below (includes adjusted processing fee):	
Board Book	\$5.00
Book on CD	\$39.00
Boy Scout Merit Badge Book	\$5.00
Cassette or CD Pouch	\$6.00
CD-ROM	\$35.00
Children's Kit	\$60.00
Compact Disc	\$15.00
DVD	\$25.00
DVD Security Case	\$3.00
DVD Security Case (3-7 discs)	\$4.00
DVD Security Case (8-10 discs)	\$4.50
DVD Security Hub	\$1.00
Entertainment Video	\$30.00
Hardback Book	\$21.50
Informational Video	\$50.00
Junior Hardback Book	\$15.00
Junior Paperback Book	\$9.00
Magazine	\$4.00
Map	\$9.00
Media Kit	\$50.00
Media Kit Box	\$10.00
Pamphlet File Carrier	\$1.00
Pamphlet File Material	\$2.00
Paperback Book	\$9.00
Processing Fee (board books, magazines, merit badge books)	\$3.00
Processing Fee (other items)	\$5.00
Read Along Book	\$35.00
Reference Book	\$80.00
Reference Magazine	\$5.00
Reproduction of Graphics for Media Carriers	\$5.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Sheet Music	\$20.00
Spoken Word Cassette Carrier (1 – 15 tape bays)	\$5.00
Spoken Word Cassette Carrier (16 + tape bays)	\$10.00
Spoken Word CD Carrier (1 disc)	\$2.50
Spoken Word CD Carrier (2 – 8 discs)	\$7.00
Spoken Word CD Carrier (9 + discs)	\$15.00
Trade Paperback Book	\$15.00
Tyvek Envelope	\$1.00
Video Carrier	\$1.00
Stage at City Center Park:	
Reservation Fee (cost per 4 hour block)	\$250.00
Hourly Rate	\$75.00
Makerspace:	
3D Printing	\$0.10/gram - Minimum of \$1.00
Buttons	\$0.50

POLICE

ALCOHOL LICENSE FEES (all fees annual except application fee)

Fee Description	Adopted Fee
Application Fee	\$225.00
Class A, Off Premise Beer Retailer	\$600.00
Class B, Restaurant On Premise Beer Retailer	\$600.00
Class C, Other On Premise Beer Retailer	\$670.00
Class D, Single Event Permit	\$575.00
Class E, Liquor License	\$725.00
License Denial Appeal Fee	\$75.00

ANIMAL CONTROL FEES

Fee Description	Adopted Fee
Dog License Fees as Set by the North Utah County Animal Services District	Contact at (801) 785-3442

FALSE ALARM FEES (per calendar year)

Fee Description	Adopted Fee
First Three False Alarms	Warning
Fourth False Alarm	\$75.00
Fifth False Alarm	\$100.00
Sixth Through Ninth False Alarm	\$150.00
Tenth and All Subsequent False Alarms	\$250.00

MISCELLANEOUS

Fee Description	Adopted Fee
Criminal History Check	\$25.00
Rape Aggression Defense	\$20.00
VISA Letters (letters of good conduct)	\$15.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Administrative Citation Fee	\$50.00
Traffic School	\$65.00

REPORTS

Fee Description	Adopted Fee
Computerized Accident Reconstruction Diagrams*	\$454.91
Photographic Disc (or e-mail – same charge as disc)*:	
1 to 30 Photographs	\$43.31
More than 30 Photographs	\$43.31
All Video reports/camera	\$21.29
Police Reports*	\$21.41

*Cases requiring more than 30 minutes to prepare will be charged an additional \$15.00 per hour after the first 30 minutes.

STREET RACE EVENTS (bikes, running, etc.)

Fee Description	Adopted Fee
Application Fee	\$50.00
On-site Orem Personnel (if needed) in addition to application fee:	
Public Works (cost per employee per hour)	\$40.00
Police (cost per employee per hour)	\$70.00
Fire/Ambulance (cost per employee per hour)	\$50.00
Cleaning Deposit	\$200.00

SPECIAL POLICE ASSIGNMENT

Fee Description	Adopted Fee
Special Events (cost per employee per hour)	\$70.00

PUBLIC WORKS

CEMETERY FEES

Description	Adopted Fee
Burial Lot Fees (Resident):	
Single Lot (upper cemetery)	\$1,230.00
Single Lot (lower cemetery)	\$1,540.00
½ Lot where available (upper cemetery – Cemetery Sexton picks location)	\$615.00
½ Lot where available (lower cemetery – Cemetery Sexton picks location)	\$770.00
Transfer Fee (within upper or lower cemetery: res. to res., non-res. to non-res., or non-res. to res.)	\$31.00
Transfer Fee (from upper to lower cemetery: res. to res., non-res. to non-res., or non-res. to res.)	\$340.00
Transfer Fee* (from lower to upper cemetery: res. to res., non-res. to non-res., or non-res. to res.)	\$31.00
*Refunds will not be given for the cost difference of the lower and upper cemetery burial lot fees when transferring from the lower to upper cemetery.	

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Burial Lot Fees (Non-Resident):	
Single Lot (upper cemetery)	\$1,540.00
Single Lot (lower cemetery)	\$1,920.00
½ Lot where available (upper cemetery – Cemetery Sexton picks location)	\$770.00
½ Lot where available (lower cemetery – Cemetery Sexton picks location)	\$960.00
Transfer Fee (within upper cemetery: resident to non-resident)	\$340.00
Transfer Fee (within lower cemetery: resident to non-resident)	\$415.00
Transfer Fee (from upper to lower cemetery: resident to non-resident)	\$725.00
Transfer Fee* (from lower to upper cemetery: resident to non-resident) *Refunds will not be given for the cost difference of the lower and upper cemetery burial lot fees when transferring from the lower to upper cemetery.	\$31.00
Interment (Resident):	
Adult or Junior Burial (over 50")	\$615.00
Infant Burial (under 50")	\$410.00
Cremation Burial	\$310.00
Saturday Burial (in addition to regular interment fee)	\$410.00
Interment (Non-Resident):	
Adult or Junior Burial (over 50")	\$770.00
Infant Burial (under 50")	\$515.00
Cremation Burial	\$385.00
Saturday Burial (in addition to regular interment fee)	\$515.00
Disinterment (Standard)	\$1,540.00
Disinterment (Cremation)	\$515.00
Burial Right Transactions	\$31.00
Overtime (after 4:00 p.m.) (cost per ½ hour)	\$77.00
Headstone Inspection and Setting Fee	\$77.00

MISCELLANEOUS CHARGES

Description	Adopted Fee
1. RV Dump Charges	Free
2. Sewer Lateral Cleanout Survey (cost per cleanout)	\$100.00
3. Backhoe (cost per hour)	\$50.00
4. Continuous Rodder (cost per hour)	\$50.00
5. Dump Truck (cost per hour)	\$50.00
6. Excavator (cost per hour)	\$75.00
7. Jet Vacuum Truck (cost per hour)	\$225.00
8. Mini-excavator (cost per hour)	\$50.00
9. Service Truck (cost per hour)	\$25.00
10. Street Sweeper (cost per hour)	\$300.00
11. TV Van (cost per hour)	\$225.00
12. Bucket/Lift Truck (cost per hour)	\$65.00
13. Utility Truck w/Generator and Welder (cost per hour)	\$45.00
14. Pickup Truck (cost per hour)	\$20.00
15. Variable Message Sign (cost per hour)	\$12.00
16. Personnel Cost, Including Fringe Benefits and Overtime	Actual Cost

Items 3 through 16 are not intended for rental or contract purposes but may be made available for emergency situations on a case-by-case basis.

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

SEWER PRETREATMENT FEES

Description	Adopted Fee
Sewer Pretreatment Fees:	
Annual Sampling Fee (automotive)	\$200.00
Categorical Annual Sampling Fee	\$800.00
Non-categorical Annual Sampling Fee	\$100.00
Re-Inspection Fee	\$40.00
Surcharge Unit Fees:	
Biochemical Oxygen Demand (BOD)* (cost per lb. of BOD)	\$0.15
Chemical Oxygen Demand (COD)* (cost per lb. of COD)	\$0.10
Flow (cost per 1,000 gallons)	\$0.90
Oil and Grease (cost per lb. of oil and grease)	\$0.25
Total Suspended Solids (TSS) (cost per lb. of TSS)	\$0.11
Violation	\$1,000/day/violation + test costs + all other associated costs

**Depending on the regulated industry, the City will apply either the BOD or the COD surcharge at its own discretion.*

SEWER RATES

Fee Description	Adopted Fee
Monthly, All Uses:	
Base Rate (charge for one living unit)	\$12.33
Base Rate – Multiple Units:	
Charge for first living unit	\$12.33
Charge for each additional living unit	\$11.33
Volume Charge* (charge for every 1,000 gallons)	\$2.53

**Effective July 1 of each year, the monthly charge shall be based on the average winter water usage for the preceding months of November through April.*

All non-residential sewer accounts will be billed using a water meter size multiplier using the American Water Works Association (AWWA) guidelines. Account holders for water meter sizes 2" and larger may request an adjustment to the multiplier based on qualifying site-specific criteria.

Water Meter Size	AWWA Multiplier
¾"	1.00
1"	1.67
1½"	3.33
2"	5.33
3"	10.00
4"	20.00
6"	41.67
8"	53.33
10"	96.97

STORM WATER RATES

Fee Description	Adopted Fee
Storm Water Fee per Equivalent Service Unit (ESU) - Monthly	\$7.35

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

WATER RATES

All meters are charged the usage charge plus the base rate as stated below. Charges are assessed on total amount of consumption in 1,000-gallon increments in a manner established by policy and ordinance. All fees are double for accounts located outside of the City boundary.

Usage Charge by Tier	Adopted Fee
Tier 1 (Cost per 1,000 gallons)	\$0.98
Tier 2 (Cost per 1,000 gallons)	\$1.22
Tier 3 (Cost per 1,000 gallons)	\$1.45
Tier 4 (Cost per 1,000 gallons)	\$1.94

Flow Allotment by Meter Size (per 1,000 gallons per month)				
Meter Size	Tier 1	Tier 2	Tier 3	Tier 4
¾"	1 – 11	12 – 34	35 – 65	66 +
1"	1 – 18	19 – 57	58 – 109	110 +
1½"	1 – 37	38 – 113	114 – 216	217 +
2"	1 – 59	60 – 181	182 – 346	347 +
3"	1 – 110	111 – 340	341 – 650	651 +
4"	1 – 220	221 – 680	681 – 1,300	1,301 +
6"	1 – 458	459 – 1,417	1,418 – 2,709	2,710 +
8"	1 – 587	588 – 1,813	1,814 – 3,466	3,467 +
10"	1 – 1,063	1,064 – 3,287	3,288 – 6,284	6,285 +

Base Rate By Meter Size	Adopted Fee
¾"	\$20.20
1"	\$39.22
1½"	\$110.42
2"	\$181.64
3"	\$276.59
4"	\$466.48
6"	\$1,178.58
8"	\$1,574.21
10"	\$2,361.32

FIRE HYDRANT METER RENTAL FEES

Description	Adopted Fee
Application Fee	\$25.00
Daily Fee (per day)	\$7.00
Monthly Fee (per month with a four-month max)	\$140.00
Usage Fee	3" meter tier pricing (minimum \$10.00)
Refundable Meter and Damage Deposit	\$1,300.00
Monthly Delinquent (per month) *	\$50.00
Pool Fill	\$100.00

**If the fire hydrant meter is not returned each month for reading, a \$50/month charge will be assessed. If the fire hydrant meter is not returned at the end of the four-month period, the deposit shall be completely forfeited.*

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

RECREATION

The current Utah State sales tax will be added to all fees (unless otherwise noted). Additionally, there is a \$5.00 non-refundable fee for all classes and programs.

(Note: All other Recreation Department fees and charges not contained herein shall remain in effect at the current approved rate. The Recreation Director is authorized to adjust any Recreation Department fee to reflect market conditions and to set temporary fees for any Recreation Department programs started in mid-year based upon the expected costs of the program.)

RECREATION CENTER DAILY RATES (includes sales tax)

Fee Description	Adopted Fee
General Admissions:	
Entire Facility	
Adult (14 and older)	\$4.50
Child (under 4 years old)	No charge
Family Night (Monday, 6:00 pm – 10:00 pm) (cost per family)	\$21.25
Senior Citizen (55 and older)	\$3.50
Youth (4 to 13)	\$3.35
Pool and Satellite Location (During Construction)	
Adult (14 and older)	\$2.50
Youth (4 to 13)	\$2.00
Child (under 4 years old)	No charge

RECREATION CENTER GROUP DISCOUNT RATES – REGULAR HOURS

Fee Description (includes sales tax)	Adopted Fee
Adult (14 and older):	
1 to 24 (cost per person)	\$4.35
25 to 74 (discount rate – 10%) (cost per person)	\$3.92
75 to 124 (discount rate – 15%) (cost per person)	\$3.70
Over 124 (discount rate – 20%) (cost per person)	\$3.48
Child (under 4 years old)	No charge
Youth (4 to 13):	
1 to 24	\$3.35
25 to 74 (discount rate – 10%) (cost per person)	\$3.02
75 to 124 (discount rate – 15%) (cost per person)	\$2.85
Over 124 (discount rate – 20%) (cost per person)	\$2.68

RECREATION CENTER INDIVIDUAL AND FAMILY PASSES

Fee Description	Adopted Fee
Non-resident:	
Family:	
Monthly EFT Pass	\$51.00
Semi-annual Pass	\$278.00
Annual Pass	\$503.00
Individual:	
Monthly EFT Pass	\$37.00
Semi-annual Pass	\$173.00
Annual Pass	\$288.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Senior Citizen:	
Monthly EFT Pass	\$27.00
Semi-annual Pass	\$100.00
Annual Pass	\$178.00
Student:	
Monthly EFT Pass	\$31.00
Semi-annual Pass	\$146.00
Annual Pass	\$263.00
Resident:	
Family:	
Monthly EFT Pass	\$41.00
Semi-annual Pass	\$225.00
Annual Pass	\$415.00
Individual:	
Monthly EFT Pass	\$27.00
Semi-annual Pass	\$141.00
Annual Pass	\$236.00
Senior Citizen:	
Monthly EFT Pass	\$17.00
Semi-annual Pass	\$84.00
Annual Pass	\$126.00
Student:	
Monthly EFT Pass	\$22.00
Semi-annual Pass	\$120.00
Annual Pass	\$210.00
EFT Initiation Fee (cost for set up)	\$40.00
Sales – September, December/January and May:	
Annual Passes	20% off
Semi-annual Passes	10% off
Annual Renewals within 30 Days of Expiration	20% off
Semi-annual Renewals within 30 Days of Expirations	10% off
Volunteer Discount Off Annual and Semi-annual Passes	25% off
EFT Initiation Fee	Waived during sale month

RECREATION CENTER BUSINESS PASSES*

Fee Description	Adopted Fee
Non-resident (total number of eligible business members listed):	
5 to 250 (cost per person)	\$92.00
251 to 500 (cost per person)	\$87.00
501 to 750 (cost per person)	\$82.00
751 to 1,000 (cost per person)	\$77.00
1,001 and Greater (cost per person)	\$71.00
Resident (total number of eligible business members listed):	
5 to 250 (cost per person)	\$66.00
251 to 500 (cost per person)	\$61.00
501 to 750 (cost per person)	\$56.00
751 to 1,000 (cost per person)	\$51.00
1,001 and Greater (cost per person)	\$46.00

*These prices do not include sales tax. If your company is tax exempt, you will be required to present your current tax exempt number.

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

RECREATION CENTER RENTALS & MISCELLANEOUS FEES

Fee Description	Adopted Fee
Rentals & Miscellaneous Fees:	
Basketball Court – Full Gymnasium (cost per hour)	\$76.50
Basketball Court – Half Gymnasium (cost per hour)	\$51.00
Classroom (Regular hours rate – Groups I & II only – See after hours group definitions) (cost per hour)	\$20.50
Upstairs Foyer Areas (SE, SW, N) (cost per hour per area)	\$15.25
Swimming Pool Lanes:	
Short Course (cost per hour per lane)	\$15.25
Long Course (cost per hour per lane)	\$30.50
Racquetball Court (cost per hour per court)	\$20.50
Duckling Patch	\$3.60
Large Coin Operated Lockers	\$.25
Locker Key Replacement	\$14.25
Racquetball Racket (aluminum)	\$1.50
Racquetball Rental	\$0.75
Rifle (cost per hour)	\$2.50
Swim Suit	\$3.50
Towel	\$0.75

RECREATION CENTER GROUP DISCOUNT RATES – AFTER HOURS

In addition to the hourly charges shown below, all groups are also responsible to pay for the staffing of the facility during the rental time.

Fee Description	Adopted Fee
Group I (Elementary and secondary tax-supported schools within the corporate limits of the City):	
Building minus Pool (cost per hour)	\$76.50
Swimming Pool-Lap Pool* (cost per hour)	\$76.50
Swimming Pool-Leisure Pool* (cost per hour)	\$76.50
Group II (Resident and/or non-profit organizations):	
Building minus Pool (cost per hour)	\$102.00
Swimming Pool-Lap Pool* (cost per hour)	\$102.00
Swimming Pool-Leisure Pool* (cost per hour)	\$102.00
Group III (Non-resident and/or for profit organizations):	
Building minus Pool (cost per hour)	\$127.50
Swimming Pool-Lap Pool* (cost per hour)	\$127.50
Swimming Pool-Leisure Pool* (cost per hour)	\$127.50

**Locker rooms shower and sauna included.*

INDOOR CLASSES

Fee Description	Adopted Fee
Child Care:	
Fee per Class (1 hour class)	\$2.00
Punch Card (1/2 hour increments for 10 total hours)	\$17.00
Safety Classes:	
CPR (cost per 9 hours)	\$60.00
CPR Recertification	\$50.00
Lifeguard Training (cost per class)	\$165.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Swim Instructor Training (cost per class)	\$150.00
Dance (cost per class)	\$4.50
Firearms Handling Private Class (cost per hour)	\$20.00
Hunter Education Class	\$15.00
Hunter Education Field Day	\$10.00
Racquetball:	
League:	
Non-member	\$60.00
Member	\$20.00
Private (cost for 1 hour class)	\$24.00
Regular (cost for 4 classes, each class last 1 hour)	\$30.00
Tournament:	
Adult	
1 st event	\$28.00
2 nd event	\$10.00
Youth	
1 st event	\$18.00
2 nd event	\$5.00
Scout Pow Wow:	
Swimming (cost per individual)	\$16.00
Archery (cost per individual)	\$23.00
Rifle (cost per individual)	\$16.00
Lifesaving (cost per individual)	\$16.00
First Aid (cost per individual)	\$16.00
Weight Training:	
Regular (cost for 12 classes, 1 hour each)	\$42.00
Seniors (cost for 8 classes, 1 hour each)	\$28.00
Personal Trainer (cost per session, one 1 hour each)	\$50.00
Swimming Classes:	
Group Swim Lessons (cost for 9 classes, 30 minutes each)	\$40.00
Private Classes (cost for 4 classes, ½ hour each)	\$60.00
Semi-private Classes (cost for 4 classes, 1/2 hour each)	\$35.00
Summer Recreation Swim Team (cost per season – 1 hour duration)	\$112.00
UVU Swim Class (cost per semester)	\$76.50
Pre-Competition (cost per month)	\$55.00
Triathlon Swim Training (cost per 1 hour class)	\$21.00
SCUBA Pool Fee:	
1-5 students (cost per student)	\$10.00
6-10 students (cost per student)	\$8.50
11-up students (cost per student)	\$7.75
Pickle Ball:	
Leagues:	
Adult (cost for one night per week for 4 weeks – 1.5 hour duration each night)	\$32.00
Classes:	
Kids Camp (cost for one class per week for 4 weeks – 1 hour duration each class)	\$18.00
Tournaments:	
Entry Fee per Team	\$20.00
Equipment Rental:	
Paddles	\$1.50
Balls	\$0.70

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

CITY OF OREM SCERA PARK POOL FEES

Fee Description	Adopted Fee
General Admission*:	
Adults (14 and older)	\$6.00
Youth (4 to 13)	\$5.00
Toddler (1 to 3)	\$1.50
Senior Citizens (55 and older)	\$5.00
Family (Monday, 5:00 pm to 7:00 pm)	\$25.50
Water Aerobics and Lap Swim (7:00 am to 9:00 am)	\$3.50

*Orem Fitness Center Passholders receive 50% off the general admission prices listed.

Pool Reservations	Time Block
Monday – Thursday	
Only Block	7:30 p.m. – 9:00 p.m.
Friday	
Block 1	6:30 pm to 8:00 pm
Block 2	8:30 pm to 10:00 pm
Saturday	
Block 1	10:30 am to noon
Block 2	6:30 pm to 8:00 pm
Block 3	8:30 pm to 10:00 pm

Pool Reservation Fees	Adopted Fee
Deposit for Reservation	\$100.00
Reservation Fee (per time block)	\$205.00 + Staffing fee
Staffing Fee (2 hours):	
0 to 50 People	\$205.00
51 to 100 People	\$275.00
101 to 200 People	\$347.00
201 to 400 People	\$398.00
Over 400 People Base Charge	\$398.00
Cost per 100 people over 400	\$100.00

Punch Passes	Adopted Fee
General Admission:	
25 Passes:	
Regular Price	\$117.00
April Pre-sales (20% off)	\$94.00
OFC Member	\$70.19
50 Passes:	
Regular Price	\$229.00
April Pre-sales (20% off)	\$183.00
OFC Member	\$140.38

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Water Aerobics/Lap Swim (7:00 am to 9:00 am):	
20 Passes:	
Regular Price	\$61.00
April Pre-sales (20% off)	\$49.00
OFC Member	\$32.76
40 Passes:	
Regular Price	\$114.00
April Pre-sales (20% off)	\$91.00
OFC Member	\$65.52

PARK PAVILION RESERVATION FEES (includes sales tax)

Time Period for Reserving Pavilions (5 hours each)	Time Block
Block A	9:30 a.m. – 2:00 p.m.
Block B	4:00 p.m. – 9:00 p.m.

Fee Description	Adopted Fee
All City Parks Except Mt. Timpanogos, Palisade and Nielsen's Grove Parks:	
Large Pavilions:	
Weekdays (cost per block)	\$50.00
Weekends (cost per block)	\$75.00
SCERA Park Small Pavilions:	
Weekdays (cost per block)	\$30.00
Weekends (cost per block)	\$45.00
Small Pavilions Except SCERA Park	No charge
Mt. Timpanogos Park:	
Bowery:	
Weekdays (cost per block)	\$95.00
Weekends (cost per block)	\$125.00
Hosting Center (available for full-day reservation only):	
Reservation Fee/Friday-Saturday (cost per day)	\$700.00
Reservation Fee/Monday-Thursday:	\$500.00
Security Deposit (refundable)	\$200.00
Overnight Key Charge	\$100.00
Small Pavilion Site:	
Weekdays (cost per block)	\$65.00
Weekends (cost per block)	\$95.00
Nielsen's Grove Park:	
Bowery:	
Weekdays (cost per block)	\$75.00
Weekends (cost per block)	\$125.00

**Extended reservations are permissible only upon the approval of the Recreation Director and may include the total use of the park. They do not include the pavilion reservation fees.*

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

OREM SENIOR FRIENDSHIP CENTER ACTIVITIES

Fee Description	Adopted Fee
Ceramics(cost per person per visit)	\$1.25
Classes – Computer, Computer Lab & Wood Shop (cost per person per visit)	\$1.25
Activity Punch Pass (cost for 10 visits)	\$11.00
Orem Senior Friendship Center Annual Fee (cost per person)	\$11.00
Daily Rate (cost per day)	\$2.00
Gold Membership 80+	Free
Saturday Night Dance Admission (cost per person)	\$9.00
Trips and Tours	Fees vary by trip expenses

OREM SENIOR FRIENDSHIP CENTER FACILITY RENTAL FEES (available Mon – Fri)

Fee Description	Adopted Fee
Multipurpose Room (2 hr min):	
First Hour	\$75.00 + staffing
Each Additional Hour	\$50.00 + staffing
Kitchen (up to 4 hr block & includes use of steam table) (flat fee)	\$125.00
Flat Fee for Food Prep and Ice Machine	\$30.00
Meeting Rooms (cost per hour per room)	\$35.00 + staffing
Deposit on Multipurpose Room and Kitchen	\$200.00
Set Up/Take Down Charge (cost per each)	\$30.00
Orem Residents & Non-profit organizations	10% discount on any rental fees listed above

(The Director of Recreation can approve other discounts for other civic and governmental organizations as deemed to be appropriate)

OUTDOOR PROGRAMS (additional fees: non-resident fee - \$10.00; late fee - \$5.00)

Fee Description	Adopted Fee
Adult Programs (cost per team):	
Basketball:	
Men	\$625.00
Women	\$500.00
Kickball	\$229.00
Flag Football (Men)	\$459.00
Softball:	
Coed – Fall & Summer	\$382.00
Coed – Fall-Double Header	\$600.00
Coed – Double Header-Summer	\$688.00
Men – Double Header – Fall	\$600.00
Men – Double Header – Summer	\$688.00
Men – Single Games – Fall & Summer	\$382.00
Women – Fall & Summer	\$382.00
Ultimate Frisbee	In process
Volleyball:	
Coed	\$280.00
Men	\$280.00
Women	\$280.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Tennis (Specialist) Classes:	
Group Tennis Lessons (cost per class)	\$5.00
Private Lessons (cost per hour)	\$41.00
Semi-private Lessons (cost per hour) (2-4 students divide cost)	\$61.00
Youth League/Teams (cost per individual)	\$97.00
Tournaments:	
Softball:	
Girls' May Madness Tournament (cost per team)	\$400.00
Adult (cost per team)	\$300.00
Tennis:	
Doubles	\$36.00
Singles (cost per individual)	\$26.00
Lacrosse Tournament (cost per team)	\$510.00
Youth Programs:	
Adapted Programs:	
Bowling	\$35.00
T-ball (cost per player)	\$30.00
Basketball:	
Grades 3 – 6 (cost per individual)	\$51.00
ASD Fee	\$12.00
Grades 7 – 8 (cost per individual)	\$56.00
ASD Fee	\$12.00
High School (cost for team of 8 players- additional players \$35.00)	\$550.00
Little Hoopsters/Super Hoopsters (cost per individual)	\$36.00
Coach Pitch (cost per individual)	\$34.00
Fishing (cost per individual)	\$25.00
Flag Football (cost per individual)	\$34.00
Lacrosse:	
Lacrosse – 3 rd and 4 th Grade (cost per individual)	\$56.00
Lacrosse – 5 th and 6 th Grade (cost per individual)	\$66.00
Lacrosse – 7 th and 8 th Grade (cost per individual)	\$76.00
Machine Pitch (cost per individual)	\$39.00
Softball:	
Girls' Accelerated Softball (cost per team)	\$600.00
Girls' Softball (cost per individual)	\$52.00
Summer Youth Parks:	
Junior (4 – 6) (cost per each)	\$70.00
Youth (5 – 11) (cost per each)	\$135.00
T-ball (cost per player)	\$34.00
Tiny Tots (cost per player):	
Basketball	\$31.00
Soccer	\$31.00
Sports Skills	\$31.00
T-ball	\$31.00
Track - Club (cost per individual)	\$61.00
Track - Hershey	No charge
Volleyball (Boys):	
High School Boys League (cost per individual)	\$50.00
Wrestling (cost per individual)	\$50.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

YOUTH SPORTS

Fee Description	Adopted Fee
Swimming:	
Group 1	Not Applicable
Group 2	Not Applicable
Group 3	
Short Course – 18 Yard (cost per lane per hour)	\$2.05
Short Course – 25 Yard (cost per lane per hour)	\$2.55
Long Course (cost per lane per hour)	\$5.10
Meet Splash Fee (fee per non-Orem resident)	\$2.25
Group 4	
Short Course (cost per lane per hour)	\$8.25
Long Course (cost per lane per hour)	\$12.25
Group 5	
Short Course (cost per lane per hour)	\$12.25
Long Course (cost per lane per hour)	\$15.50
Football:	
Group 1	See Outdoors Program Section
Group 2	Not Applicable
Group 3	
Participation Fee (cost per participant)	\$5.00
<u>OR</u> Per Field Per Season (two games per reservation period)	\$550.00
Group 4	
Per Game Fee	\$65.00
<u>OR</u> Per Field Per Season (two games per reservation period)	\$900.00
Group 5	
Per Game Fee	\$60.00 \$75.00 (Plus marking if necessary)
Baseball:	
Group 1	See Outdoors Program Section
Group 2	
Participation Fee (cost per participant)	\$4.00
Field Participation Fee (cost per participant)	\$6.50
Group 3	
Field Rental (first game)	\$25.00
Field Rental - same day (cost for all subsequent games)	\$15.00
Group 4	
Field Rental (first game)	\$55.00
Field Rental - same day (cost for all subsequent games)	\$30.00
Group 5	See Softball/Baseball Field Rental Rates Section
Soccer:	
Group 1	Not Applicable
Group 2	
Participant cost per year (includes two seasons)	\$8.00
Group 3	
Participant cost per year (includes two seasons)	\$8.00
Group 4	
Per Game Fee	\$40.00
Yearly Rental – Five Weeknights and Saturday	\$4,250.00
Group 5	See Soccer/Lacrosse Field Rental Rates Section

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

Lacrosse:	
Group 1	See Outdoor Programs Section
Group 2	Not Applicable
Group 3	
Cost per Game (must provide own field prep)	See Outdoor Programs Section
Group 4	
Cost per Game (must provide own field prep)	\$40.00
Group 5	See Soccer/Lacrosse Field Rental Rates Section

SOCCKER/LACROSSE FIELD RENTAL RATES

Fee Description	Adopted Fee
Monday through Thursday (Weeknights, 4:00 p.m. – 9:00 p.m.):	
Security Deposit (cost per field)	\$200.00
Rental (cost per field per four hour block)	\$105.00
Total	\$300.00 + Staff Costs
Weekends (Friday and Saturday):	
Security Deposit (cost per field)	\$200.00
Rental (cost per field per four hour block)	\$125.00
Total	\$400.00 + Staff Costs

SOFTBALL/BASEBALL FIELD RENTAL RATES

Available Facilities/Parks	
City Center Little League Complex	6 Fields
Community Park	1 Field
Lakeside Sports Park (LSP)	5 Fields
Orem Elementary Complex	4 Fields
Windsor Park	2 Fields

Fee Description	Adopted Fee
Infield Preparation- includes chalk, machinery, supplies & staff (cost per field)	\$46.60
Lights (cost per hour per field)	\$45.00
Outfield Preparation (cost to mow outfield grass prior to tournament in addition to regular mowing schedule)	\$60.00
Rental	\$41.25/hour/field or \$220.00/field/day+staffing
Security Deposit (per facility)	\$300.00

CITY OF OREM
ADOPTED FEES & CHARGES

FISCAL YEAR 2019-2020

TENNIS COURT RENTAL RATES

Fee Description	Adopted Fee
Two Courts:	
Two Hours	\$40.00
Four Hours	\$80.00
Eight Hours	\$160.00
Three Courts:	
Two Hours	\$114.00
Four Hours	\$228.00
Eight Hours	\$456.00
Four Courts:	
Two Hours	\$144.00
Four Hours	\$288.00
Eight Hours	\$576.00
Five Courts:	
Two Hours	\$170.00
Four Hours	\$340.00
Eight Hours	\$680.00
Six Courts:	
Two Hours	\$192.00
Four Hours	\$384.00
Eight Hours	\$768.00
Nine Courts:	
Two Hours	\$270.00
Four Hours	\$540.00
Eight Hours	\$1,080.00

ALPINE SCHOOL DISTRICT RATES

Fee Description	Adopted Fee
Swim Team – Pool Lane Rental Fee	
Short Course (cost per lane per hour)	\$8.00
Long Course (cost per lane per hour)	\$12.00
Meet Fee - Including Equipment (cost per meet)	\$450.00
PE Classes at Fitness Center	
Daily Admission (cost per student per visit)	\$2.00
Specialty Instruction - spinning class, etc. (cost per hour per instructor)	\$20.00

CITY OF OREM
ADOPTED FEES & CHARGES
FISCAL YEAR 2019-2020

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EXHIBIT

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CITY OF OREM COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020

This Fiscal Year 2019-2020 Budget Compensation and Benefit Programs document is provided for general guidance only and does not create a binding contract or any other obligation or liability on the City.

The City reserves the right to change the information in this document at any time and for any reason, formally or informally, and with or without notice. The conditions set forth in this document do not create an express or implied contract with any person.

SALARY POLICY - EMPLOYEES

Salary ranges are subject to change at any time. A new grade 20 was created for the Assistant City Manager's position, based upon market conditions. The following pay grades and ranges associated with full-time positions are effective July 1, 2019, and are established in accordance with the City's compensation philosophy and policies (amounts may be different because of rounding):

City of Orem Salary Grades and Ranges								
Effective July 1, 2019								
Hourly Pay Rates			Monthly Pay Rates			Annual Pay Rates		
Pay Grade	Pay Range		Pay Grade	Pay Range		Pay Grade	Pay Range	
	Minimum	Maximum		Minimum	Maximum		Minimum	Maximum
CM	\$64.78	\$97.17	CM	\$11,228	\$16,842	CM	\$134,739	\$202,108
20	\$55.11	\$82.66	20	\$9,552	\$14,329	20	\$114,629	\$171,943
19	\$49.54	\$74.31	19	\$8,587	\$12,881	19	\$103,048	\$154,573
18	\$45.31	\$67.96	18	\$7,853	\$11,780	18	\$94,238	\$141,356
17	\$41.43	\$62.15	17	\$7,182	\$10,773	17	\$86,180	\$129,270
16	\$37.89	\$56.84	16	\$6,568	\$9,851	16	\$78,812	\$118,217
15	\$34.65	\$51.98	15	\$6,006	\$9,009	15	\$72,073	\$108,110
14	\$31.69	\$47.53	14	\$5,493	\$8,239	14	\$65,911	\$98,866
13	\$28.98	\$43.47	13	\$5,023	\$7,534	13	\$60,275	\$90,413
12	\$26.50	\$39.75	12	\$4,593	\$6,890	12	\$55,122	\$82,683
11	\$24.23	\$36.35	11	\$4,201	\$6,301	11	\$50,409	\$75,613
10	\$22.16	\$33.24	10	\$3,842	\$5,762	10	\$46,099	\$69,148
9	\$20.27	\$30.40	9	\$3,513	\$5,270	9	\$42,157	\$63,236
8	\$18.53	\$27.80	8	\$3,213	\$4,819	8	\$38,553	\$57,829
7	\$16.95	\$25.43	7	\$2,938	\$4,407	7	\$35,256	\$52,885
6	\$15.50	\$23.25	6	\$2,687	\$4,030	6	\$32,242	\$48,363
5	\$14.18	\$21.26	5	\$2,457	\$3,686	5	\$29,485	\$44,228
4	\$12.96	\$19.45	4	\$2,247	\$3,371	4	\$26,964	\$40,446

CITY OF OREM COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020

EXECUTIVE POSITIONS	FLSA	GRADE FY '20	DEPT	AUTHORIZED		
				FY '20	FY '19	FY '18
City Manager	Exempt	CM	CM	1	1	1
Assistant City Manager	Exempt	20	CM	1	1	1
Administrative Services Director	Exempt	19	AS	1	1	1
Chief of Police	Exempt	19	PD	1	1	1
City Attorney	Exempt	19	LS	1	1	1
Development Services Director	Exempt	19	DS	1	1	1
Fire Chief	Exempt	19	FD	1	1	1
Public Works Director	Exempt	19	PW	1	1	1
Deputy City Manager	Exempt	18	CM	1	1	1
Library Director	Exempt	18	LIB	1	1	1
Recreation Director	Exempt	18	REC	1	1	1

EXEMPT POSITIONS	FLSA	GRADE FY '20	DEPT	AUTHORIZED		
				FY '20	FY '19	FY '18
Assistant Police Chief	Exempt	17	PD	1	1	1
Deputy Fire Chief	Exempt	17	FD	1	1	1
Deputy Public Works Director ⁽¹⁾	Exempt	17	PW	1	0	0
Accounting Division Manager	Exempt	16	AS	1	1	1
City Engineer	Exempt	16	DS	1	1	1
Deputy City Attorney	Exempt	16	LS	2	2	2
Economic Development Manager	Exempt	16	CM	1	1	1
Human Resource Division Manager	Exempt	16	AS	1	1	1
IT Division Manager	Exempt	16	CM	1	1	1
Maintenance Division Manager	Exempt	16	PW	1	1	1
Police Captain	Exempt	16	PD	2	2	2
Water Resource Division Manager	Exempt	16	PW	1	1	1
Assistant IT Division Manager	Exempt	15	CM	1	1	1
Assistant City Attorney	Exempt	15	LS	1	1	1
Deputy Development Services Director ⁽¹⁾	Exempt	15	DS	1	0	0
Fire Battalion Chief	Exempt	15	FD	4	4	4
Police Lieutenant	Exempt	15	PD	7	7	7
Prosecutor	Exempt	15	LS	2	2	2
Assistant to the City Manager	Exempt	14	CM	0	0	1
Building Maintenance Division Manager	Exempt	14	DS	1	0	0
Building Safety Division Manager	Exempt	14	DS	0	0	1
Chief Building Official	Exempt	14	DS	1	1	1
Community Services Manager	Exempt	14	CM	1	1	0
Engineering Section Manager - Traffic	Exempt	14	PW	1	1	1
Engineering Section Manager	Exempt	14	DS	3	3	3
Fire Marshal	Exempt	14	FD	1	1	1
IT Section Manager	Exempt	14	CM	1	1	1
Justice Court Administrator	Exempt	14	AS	1	1	1

CITY OF OREM COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020

EXEMPT POSITIONS	FLSA	GRADE FY '20	DEPT	AUTHORIZED		
				FY '20	FY '19	FY '18
Library Division Manager	Exempt	14	LIB	2	2	2
Planning Division Manager	Exempt	14	DS	1	1	1
Recreation Manager - Facilities	Exempt	14	REC	1	1	1
Risk Manager / Trainer	Exempt	14	AS	1	1	1
Streets Section Manager	Exempt	14	PW	1	1	1
Treasury Division Manager	Exempt	14	AS	1	1	1
Water Reclamation Section Manager	Exempt	14	PW	1	1	1
Water Section Manager	Exempt	14	PW	1	1	1
Information Systems Engineer	Exempt	13	CM	1	1	1
Parks Section Manager	Exempt	13	PW	1	1	1
Recreation Manager - Programs	Exempt	13	REC	1	1	1
Senior Programmer / Analyst	Exempt	13	CM	3	3	4
City Recorder	Exempt	12	CM	1	1	1
City Surveyor	Exempt	12	DS	1	1	1
Communications Specialist / Webmaster	Exempt	12	CM	1	1	1
Economic Dev. Analyst / Project Mgr	Exempt	12	CM	1	1	0
Emergency Manager	Exempt	12	FD	1	1	1
IT Help Desk Supervisor	Exempt	12	CM	1	1	1
Librarian	Exempt	12	LIB	6	6	6
Management Analyst	Exempt	12	CM	1	1	1
Planner / Long Range Planner	Exempt	12	DS	4	4	4
Programmer / Analyst	Exempt	12	CM	1	1	0

NON-EXEMPT POSITIONS	FLSA	GRADE FY '20	DEPT	AUTHORIZED		
				FY '20	FY '19	FY '18
Fire Captain	Non-Exempt	13	FD	12	12	12
Police Sergeant	Non-Exempt	13	PD	15	15	14
Building Maintenance Section Manager	Non-Exempt	12	DS	1	1	1
ITS Engineer	Non-Exempt	12	PW	1	1	1
Construction Engineer	Non-Exempt	12	DS	2	2	2
Fire Engineer	Non-Exempt	11	FD	12	12	12
Fleet Manager	Non-Exempt	11	PW	1	1	1
Plans Examiner	Non-Exempt	11	DS	1	1	1
Public Works Field Supervisor	Non-Exempt	11	PW	7	7	6
Senior Building Inspector	Non-Exempt	11	DS	1	1	1
Associate Engineer	Non-Exempt	10	DS	2	3	2
Buidling Inspector	Non-Exempt	10	DS	3.5	3.5	3.5
Computer Network Administrator	Non-Exempt	10	CM	0	0	1
Engineering Specialist	Non-Exempt	10	PW	4	4	5
Firefighter / Paramedic I, II, & III	Non-Exempt	10	FD	33	36	36
Horticulturist / Urban Forester	Non-Exempt	10	PW	1	1	1
Instrumentation / Control Specialist	Non-Exempt	10	PW	1	1	1
Police Officer I, II, & III	Non-Exempt	10	PD	70	64	63

**CITY OF OREM
COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020**

NON-EXEMPT POSITIONS	FLSA	GRADE FY '20	DEPT	AUTHORIZED		
				FY '20	FY '19	FY '18
Pre-Treatment Coordinator	Non-Exempt	10	PW	1	1	1
Purchasing Agent	Non-Exempt	10	AS	1	1	1
Recreation Facility Maint. Supervisor	Non-Exempt	10	REC	1	1	1
Storm Water Project Manager	Non-Exempt	10	PW	2	2	2
Street Lights / Signal Specialist	Non-Exempt	10	PW	1	1	1
Accountant	Non-Exempt	9	AS	1.5	1.5	1.5
Associate Librarian	Non-Exempt	9	LIB	9.5	9.5	10
Civil / Survey CAD Technician	Non-Exempt	9	DS	1	0	0
Cemetery Sexton	Non-Exempt	9	PW	1	1	1
Communications Supervisor	Non-Exempt	9	PD	1	1	1
Executive / NIA Assistant	Non-Exempt	9	CM	1	1	1
Fire Prevention Specialist	Non-Exempt	9	FD	2	2	2
Human Resource Generalist	Non-Exempt	9	AS	2	2	2
Instrumentation / Control Technician	Non-Exempt	9	PW	2	2	2
Lead Mechanic	Non-Exempt	9	PW	1	1	1
Public Works Crew Leader	Non-Exempt	9	PW	14	13	13
Public Works Program Specialist	Non-Exempt	9	PW	4	4	4
PC Coordinator	Non-Exempt	9	CM	3	3	3
Recreation Program Coordinator	Non-Exempt	9	REC	5	5	5
Senior Plant Operator	Non-Exempt	9	PW	3	3	3
Victim Assistance Coordinator	Non-Exempt	9	PD	2	2	2
Administrative Secretary	Non-Exempt	8	Various	8	8	7
Business License Specialist	Non-Exempt	8	AS	0	0	1
Construction Technician	Non-Exempt	8	PW	3	3	3
Crime Analyst / Body Camera Specialist	Non-Exempt	8	PD	1	0	0
Deputy City Recorder	Non-Exempt	8	CM	1	1	1
Evidence Custodian / Technician	Non-Exempt	8	PD	1	1	1
Facility Maintenance Technician	Non-Exempt	8	DS	1	1	1
Firefighter / Advanced EMT	Non-Exempt	8	FD	3	0	0
Fleet Mechanic	Non-Exempt	8	PW	4	4	4
Justice Court Lead Clerk	Non-Exempt	8	AS	2	2	2
311 Lead Communication Agent	Non-Exempt	8	AS	1	1	0
Lead Dispatcher	Non-Exempt	8	PD	5	5	4
Plant Operator	Non-Exempt	8	PW	9	9	9
Pre-Treatment Inspector	Non-Exempt	8	PW	1	1	1
Residential Plans Examiner	Non-Exempt	8	DS	1	1	1
Traffic Sign Specialist	Non-Exempt	8	PW	1	1	1
Water Resources Utility Specialist	Non-Exempt	8	PW	1	1	1
Animal Control Officer	Non-Exempt	7	PD	2	2	2
Assistant Librarian	Non-Exempt	7	LIB	9.0	9.0	8.0
Development Services Technician	Non-Exempt	7	DS	1	1	1
Dispatcher	Non-Exempt	7	PD	16.5	16.5	16.5
Justice Court Clerk	Non-Exempt	7	AS	3	3	3

CITY OF OREM COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020

NON-EXEMPT POSITIONS	FLSA	GRADE FY '20	DEPT	AUTHORIZED		
				FY '20	FY '19	FY '18
Public Works Technician	Non-Exempt	7	PW	37	36	35
Public Works Utility Technician	Non-Exempt	7	PW	3	3	0
Records Office Supervisor	Non-Exempt	7	PD	1	1	1
Water Resources Utility Technician	Non-Exempt	7	PW	1	1	1
Account Clerk / Communications Agent	Non-Exempt	7	AS	8	7	6
Account Clerk	Non-Exempt	6	AS	1	1	5
Community Service Specialist	Non-Exempt	6	PD	4	4	5
Maintenance Worker (Helper)	Non-Exempt	6	REC	1	1	1
Secretary	Non-Exempt	6	Various	3	3	3
Custodial Supervisor	Non-Exempt	5	DS	2	2	2
Storekeeper	Non-Exempt	5	AS	2	2	2
Custodian	Non-Exempt	4	REC	1	1	1

(1) These positions have been proposed in this FY 2019-2020 Tentative Budget. However, they are not additional headcount and will be filled by existing personnel.

Individual pay shall be adjusted in accordance with the City's financial capability, performance of the employee, and the salary plan.

Differential Pay

The City offers differential pay to employees in specific classifications who receive professional certifications which improve their knowledge and proficiency in carrying out their assigned functions through additional training. Differentials shall be paid in accordance with City policy.

ELECTED OFFICIALS COMPENSATION

Elected officials (Mayor and City Council Members) are designated as part-time employees of the City of Orem. These officials serve at the discretion of the citizens of the City. They receive compensation and benefits based upon laws of the State of Utah and ordinances, policies, and practices adopted by the City. Council Members' salary is \$14,277 annually. The Mayor's salary is \$42,831 annually.

BENEFIT SUMMARY

The City of Orem is committed to providing excellent benefits and a positive work environment where employees are encouraged to balance home and work life. These benefits are reflective of the City of Orem's commitment to employees.

CITY OF OREM COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020

The following benefits are available to full-time and part-time benefitted employees and may vary based upon the employee's date of hire and position:

Retirement

Participation in a Utah Retirement Systems (URS) pension plan is mandatory for most employees. The City pays all or a portion of the benefit depending on which URS plan the employee is eligible to participate in. This valuable benefit provides retirement income based upon salary, length of service, and/or contributions. Visit the URS website for more information (www.urs.org). The City will match an employee's contribution up to 4% in the City's 457 plans. The City also offers a 401k plan to its employees. The City of Orem does not participate in social security, thus no social security deductions are taken from an employee's pay.

Health & Dental Insurance

The City provides each employee the option of participating in their choice of one of the two high-deductible health plans (HDHP) offered by the City at a minimal cost to the employee. The City offers a dental insurance plan with no premium cost for single or family coverage.

Health Savings & Flexible Spending Reimbursement Accounts

The City contributes money quarterly into a Health Savings Account (HSA) for each benefitted employee and also offers an employee contribution match program.

The City makes both types of accounts available to employees to help them save taxes on medical expenses, dental expenses, and/or dependent care expenses.

Employee Assistance Program (EAP)

The City offers an employee assistance program to assist employees and eligible family members with a wide range of personal issues. EAP counselors are available during regular and extended hours. Crisis Line support is available 24/7.

Life Insurance

Group term life insurance is provided for all benefitted employees. The amount of coverage is one times the employee's salary up to \$250,000, with a minimum coverage amount of \$50,000.

Vacation

Employees receive 120 hours of vacation annually during years 1-5, increasing to 144 hours of vacation annually during years 6-10, and 168 hours of vacation annually for 11 or more years of service. Part-time employees receive a prorated number of vacation hours. Accrued vacation hours are capped at two years.

CITY OF OREM COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020

Holidays

Employees receive 12 paid holidays consisting of one day of personal leave.

Sick Leave

Employees receive 96 hours of sick leave annually to be used in case of sickness or disability. Part-time employees receive a prorated number of sick leave hours. There is no maximum number of accrued sick leave hours.

Long-Term Disability Insurance

Coverage is available full and part-time benefitted employees. The amount of the benefit is 66 2/3% of salary up to a maximum monthly benefit of \$10,000.

Wellness Program

The City offers a wellness program to help employees gain knowledge, skills, and motivation to improve the quality of their lives and well-being. Other benefits include health screenings, flu shots, and Orem City Recreation Center passes.

For a more detailed list or description of the City of Orem Employee Benefit Package, please contact the Human Resources Office at 801-229-7164.

**CITY OF OREM
COMPENSATION & BENEFIT PROGRAMS – FY 2019-2020**

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