



Millcreek
Utah's Newest City

**FY 2019-20
ADOPTED
BUDGET**

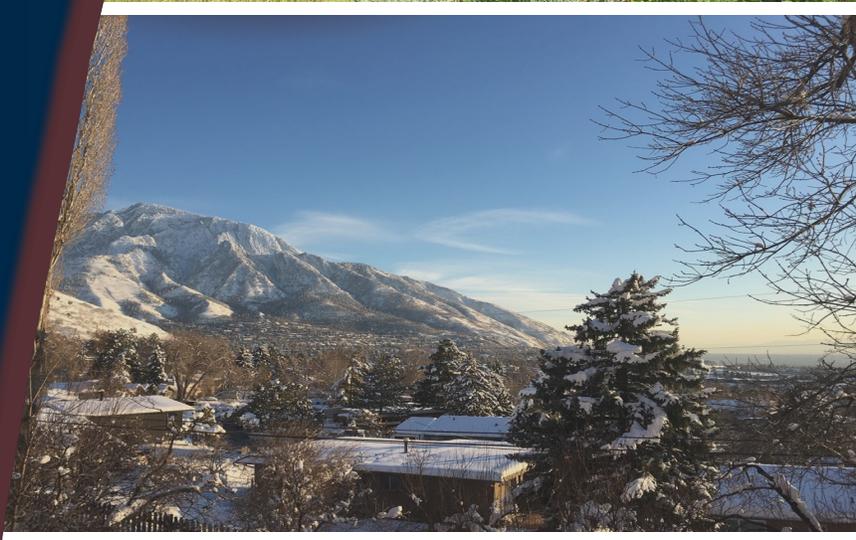


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VISION STATEMENT

Millcreek is a diverse community where residents and businesses are empowered to respectfully engage and interact with each other in governance and volunteerism to maintain a fiscally responsible, environmentally sustainable City that provides a “welcome home” feeling to everyone - past, present and future.

FY 2019-20 Budget Prepared By:

Jeffrey L. Silvestrini, *Mayor*

John H. Geilmann, *City Manager*

Laurie E. Johnson, *HR-Finance Director*

Elyse Greiner, *City Recorder*

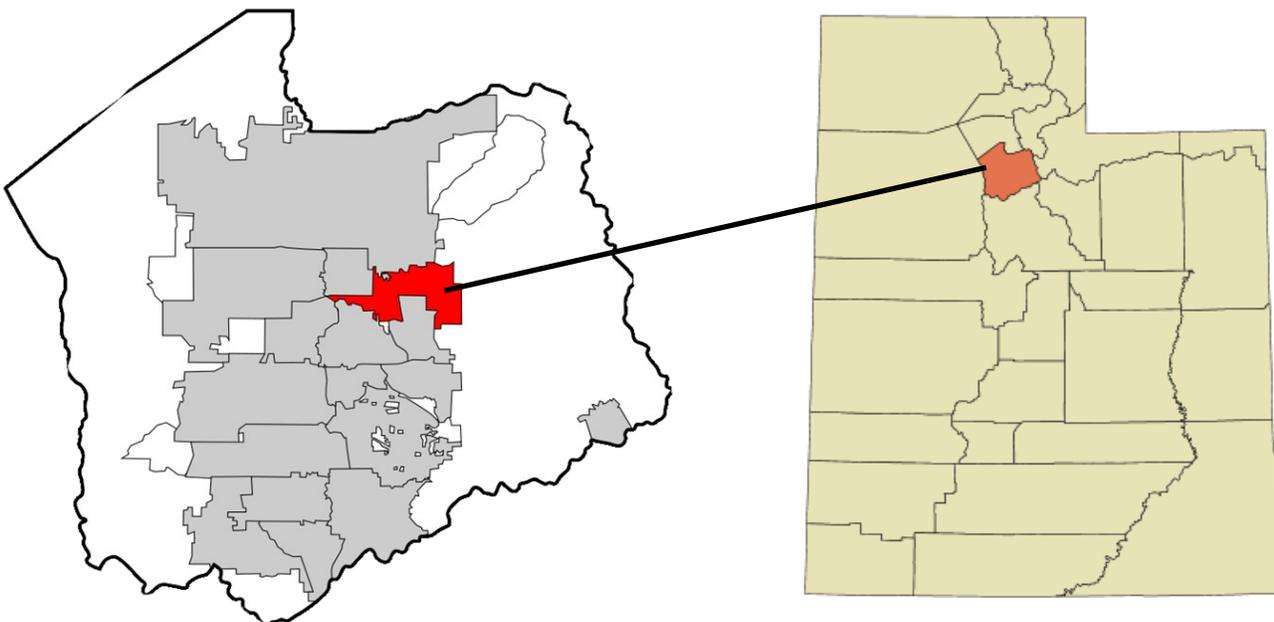
Kurt Hansen, *City Services Director*

Francis Lilly, *Community Development Director*

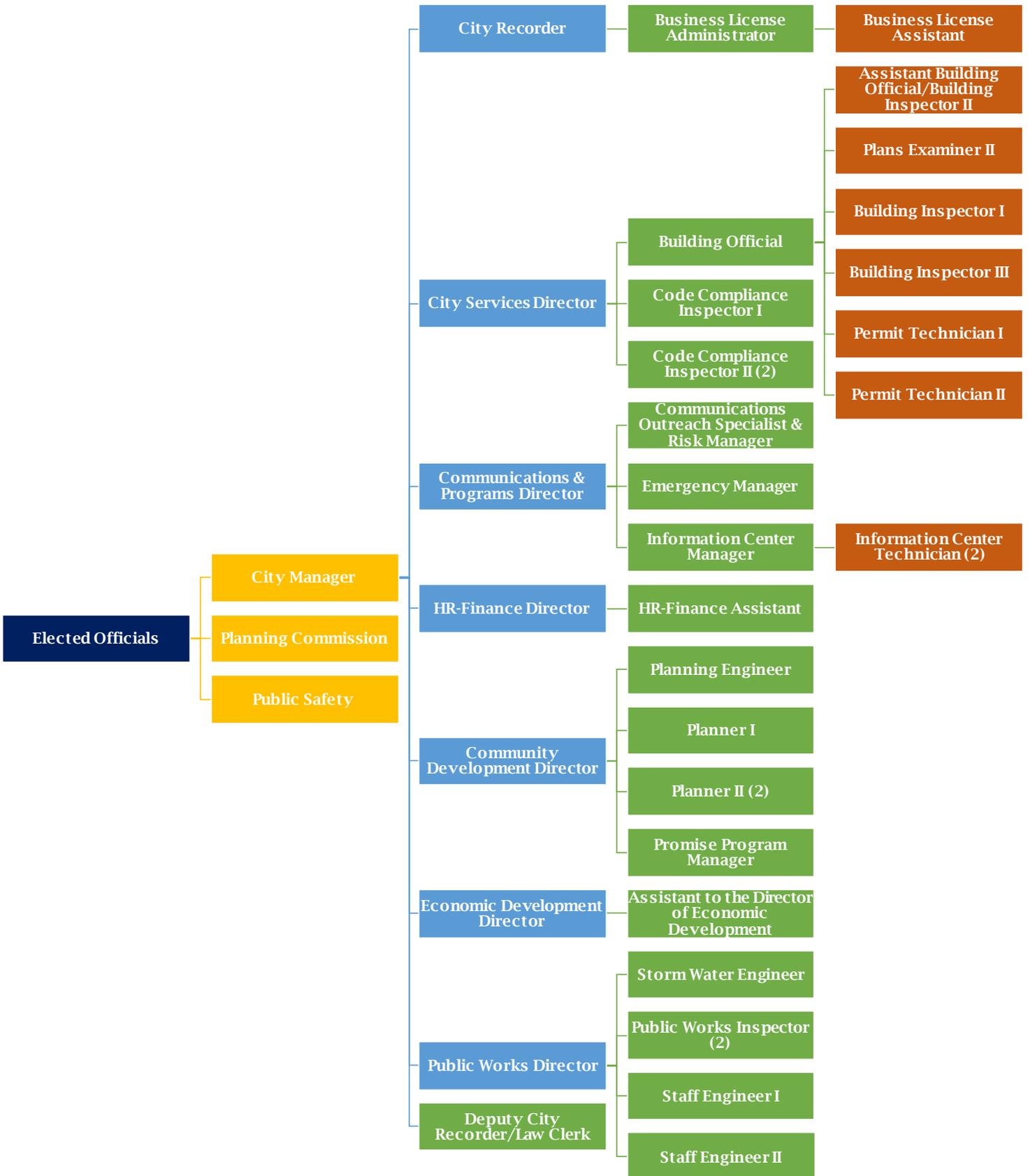
Rita Lund, *Communications & Programs Director*

John Miller, *Public Works Director*

Stephanie Hampton, *HR-Finance Assistant*



Organizational Chart



Budget Message

Ladies and Gentlemen:

Millcreek has been functioning as a Utah municipal corporation since January 2017. From a fiscal perspective, that means the 2019/2020 budget is the fourth fiscal year budget for the City. Since the first fiscal budget, Millcreek has grown in revenues and expenditures, but that growth has always been carefully watched over by the City's elected officials and staff. We all take our responsibility as fiduciaries for tax payer dollars very seriously. Hence, like the previous three fiscal budget years, this fourth fiscal budget year will be carefully watched and conservatively managed thus furthering Millcreek's reputation as one of the best places to live, work and play in the great State of Utah.

With the advent of a new fiscal year, the purpose of this Budget Message, pursuant to Utah Code Title 10, Chapter 9, is to explain the budget; outline proposed financial policies of the City; describe important features of the budgetary plan; provide reasons for changes from previous fiscal appropriations and revenues; and explain any major changes in fiscal policy.

The best explanation for the budget is that it is the implementation tool for all of Millcreek's existing and proposed services that are to be provided to the residents, business, and all stakeholders of the City for this next fiscal year. The City Council has been involved in several work sessions and has given much input and review to determine the best use of City dollars for the municipal services that help to make the City a safe, clean, and welcoming community in which people live, work, shop and have daily contact.

Millcreek is a fiscally conservative City. To that end, the City Council has adopted fiscal policies that provide for the maximization of earned interest on its received revenues, the timely payment of invoices to avoid any penalties, and the over-sight of all revenues and expenditures by multiple individuals. The City's Treasurer is a member of the City Council and the City utilizes a two-person signature system for expenditures more than \$5000. The City's policies include the review by and sign off on payment of invoices by more than one person at all times. Currently, the City has adopted key fiscal policy and procedures that include a strong fiduciary role by the Mayor, Treasurer, City Council, and highly qualified and ethical City personnel.

The budget has category numbers, departmental separation, and provides detail for planned expenditures by each department. This methodology makes the accounting for present and future expenditures the direct responsibility of City Department Heads. This budgetary formatting allows for the periodic review and adjustments to the budget based on actual revenues received and expenditures made. In short, the City has a daily tracking of what is happening with the tax payer dollars.

Some highlights for the 2019/2020 budget that have changed from the previous budget include:

- a. The City Staffing is now complete with thirty-eight (38) FTE employees and no additional employees are anticipated for the coming fiscal year.

Budget Message cont'd.

- b. The City vehicle fleet is complete with eleven (11) vehicles that serve the respective public services provided by the City.
- c. The City Hall is now complete with a large City Council Room that accommodates large numbers of individuals wishing to attend and participate in City Council, Planning Commission, and other City related open houses meetings and functions.
- d. The City has installed a camera system in the City Council Room that provides a quality live streaming of Council Meeting. Thus, assisting in the City goal to be completely transparent in the conduct of City governance.
- e. This budget includes a 1.5% COLA and a potential 2.5% Merit increase for City Staff.
- f. This budget also contains an anticipated 13% fund balance reserve.
- g. A very notable budget accomplishment is the only debt carried by the City is the rolling debt associated with the cost of services provided by our UPD Precinct.

In summary, Millcreek is financially healthy, yet fiscally conservative. The policies currently passed by the City Council and implemented by the City Staff are designed to provide the best municipal services possible, while at the same time insuring the fiscal sustainability of Millcreek for many years to come.

With great appreciation to the Council and Staff, it is my pleasure to present this budget for consideration and adoption.

Sincerely,



John H. Geilmann, J.D.

Millcreek City Manager

2019 Council Budget Calendar

February 4 - 22

Meetings with Department Directors to collect budget information

March 11

Council Work Session:

Discussion of FY 2019-20 General Fund Budget Parameters

April 8

Council Work Session:

Review FY 2019-20 General Fund Tentative Budget

Review FY 2018-19 General Fund Budget Amendment #3

Council Regular Meeting:

Public Hearing for FY 2018-19 General Fund Budget Amendment #3

Adopt FY 2018-19 General Fund Budget Amendment #3

April 15

Council Work Session:

Review FY 2019-20 Capital Improvement Project (CIP) Fund Tentative Budget

Review FY 2019-20 Millcreek Municipal Fee Schedule (Updated)

Review 2019 Millcreek Budget Calendar (Updated)

Strategic Planning

April 22

Council Regular Meeting:

Present FY 2019-20 General Fund & CIP Fund Tentative Budget

Tentatively Adopt FY 2019-20 General Fund & CIP Fund Tentative Budget

Present FY 2018-19 3rd Quarterly Financial Report

May 13

Council Regular Meeting:

Public Hearing on FY 2019-20 General Fund & CIP Fund Tentative Budget

2019 Council Budget Calendar cont'd.

May 20

Council Work Session:

Strategic Planning

June 10

Council Regular Meeting:

Adopt FY 2019-20 General Fund & CIP Fund Final Budget & Certified Tax Rate

June 17

Council Work Session:

Strategic Planning

June 24

Council Work Session:

Review FY 2018-19 General Fund & CIP Fund Final Budget Amendment

Council Regular Meeting:

Public Hearing for FY 2018-19 General Fund & CIP Fund Final Budget Amendment

Adopt FY 2018-19 General Fund & CIP Fund Final Budget Amendment

Adopt Resolution Authorizing the Sale & Issuance of Tax Anticipation Notes



General Fund Revenue Budget



General Fund Revenues

	FY 2017-18 Actual Revenues	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% Change from Previous Year
GENERAL FUND				
3100 TAXES				
3110 Property Tax				
3111 General				
12 Months of UPD Contract + costs of borrowing	362,620	10,951,026	10,448,910	-4.59%
3130 Sales & Use Tax				
3131 General	9,898,831	10,200,000	10,400,000	1.96%
3140 Franchise Tax				
3141 Cable Tax	913,662	600,000	560,000	-6.67%
3150 Cell Phone Tax	-	-	-	-
3160 Transient Room Tax	1,770	2,500	2,500	0.00%
Total Taxes	\$ 11,176,883	\$ 21,753,526	\$ 21,411,410	-1.57%
3200 LICENSES & PERMITS				
3210 Business Licenses & Permits	309,599	520,000	500,000	-3.85%
3220 Building Permits	1,698,844	1,100,000	1,200,000	9.09%
3230 Special Event Permits	22,889	2,500	2,500	0.00%
3240 Engineering Permits	131,364	40,000	40,000	0.00%
Total Licenses & Permits	\$ 2,162,695	\$ 1,662,500	\$ 1,742,500	4.81%
3300 INTERGOVERNMENTAL				
3310 Local Grants	-	2,000	-	-100.00%
3320 State Grants	-	45,000	-	-100.00%
3330 Liquor Grants	39,305	42,964	45,000	4.74%
3340 Class C Road Funds	2,009,035	1,650,000	1,700,000	3.03%
Total Intergovernmental	\$ 2,048,340	\$ 1,739,964	\$ 1,745,000	0.29%
3400 CHARGES FOR SERVICES				
3410 Plan Reviews	-	-	-	-
3420 Planning Fees	23,750	50,000	60,000	20.00%
3430 Inspection Fees	-	-	-	-
3440 State Inspection Fees	-	-	-	-
3450 Engineering Fees	-	-	-	-
Total Charges For Services	\$ 23,750	\$ 50,000	\$ 60,000	20.00%
3500 FINES & FORFEITURES				
3510 Court Fines	396,754	-	-	-
Total Fines & Forfeitures	\$ 396,754	\$ -	\$ -	\$ -
3600 MISCELLANEOUS				
3610 Interest Earnings	111,701	350,000	250,000	-28.57%
3620 Park Rentals	-	-	-	-
3690 Misc. Income	500	3,500	-	-
Total Miscellaneous	\$ 112,201	\$ 353,500	\$ 250,000	-29.28%
3800 OTHER SOURCES OF FUNDING				
3810 Reappropriations of Fund Balance	-	805,427	326,090	-59.51%
3820 Contributions	18,676	19,250	-	-100.00%
3830 Reimbursements	2,035,772	342	-	-100.00%
3840 Note Proceeds	-	-	-	-
Total Other Sources	\$ 2,054,448	\$ 825,019	\$ 326,090	-60.47%
Total General Fund Revenues	\$ 17,975,071	\$ 26,384,509	\$ 25,535,000	-3.22%



General Fund Line Item Expense Budget



Mayor & City Council

Jeff Silvestrini

Silvia Catten

Cheri Jackson

Dwight Marchant

Bev Uipi

Provides general oversight for all Millcreek funds and budgets

Line Item Expenses — Mayor & City Council —

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
MAYOR & CITY COUNCIL				
4100 Personnel Expenses				
4110 Salaries & Wages	93,369	100,000	100,000	0.00%
4130 Employee Benefits	37,358	63,000	66,000	4.76%
Total Personnel	\$ 130,727	\$ 163,000	166,000	1.81%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	36,995	42,000	120,000	185.71%
Utah League of Cities & Towns				
Jordan River Commission				
Central Wasatch Commission				
4230 Travel	2,042	2,000	2,000	0.00%
Total Operating	\$ 39,037	\$ 44,000	122,000	63.93%
4300 Professional & Contracted Services				
4310 Professional Services	43,500	40,000	60,000	50.00%
Capstone Strategies				
Sustainability Coordinator				
Auditor				
4330 Training	4,950	4,500	4,500	0.00%
Total Professional & Contracted	\$ 48,450	\$ 44,500	64,500	31.01%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	990	500	500	0.00%
Total Misc.	\$ 990	\$ 500	500	0.00%
Total Mayor & City Council	\$ 219,204	\$ 252,000	\$ 353,000	28.61%
Notes: Includes \$75,000 for the Central Wasatch Commission, & \$15,000 for expenses related to a Sustainability Coordinator.				

City Manager

John Geilmann

Provides specific oversight for the following department budgets:

- City Manager
- Justice Court
- Legal Services
- Public Safety

Line Item Expenses — City Manager

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
CITY MANAGER				
4100 Personnel Services				
4110 Salaries & Wages	135,000	141,831	147,504	4.00%
City Manager	-	-	-	
4120 Part-Time Wages	-	-	-	
4130 Employee Benefits	45,668	54,000	50,000	-7.41%
Total Personnel	\$ 180,668	\$ 195,831	\$ 197,504	0.85%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	1,579	1,500	1,600	6.67%
4230 Travel	1,923	2,500	2,500	0.00%
4240 Office Supplies	-	-	-	
Total Operating	\$ 3,502	\$ 4,000	\$ 4,100	2.50%
4300 Professional & Contracted Services				
4310 Professional Services	6,950	5,000	5,000	0.00%
LYRB	-	-	-	
4330 Training	365	3,500	3,500	0.00%
Total Professional & Contracted	\$ 7,315	\$ 8,500	\$ 8,500	0.00%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	1,106	4,000	4,000	0.00%
Total Misc.	\$ 1,106	\$ 4,000	\$ 4,000	0.00%
Total City Manager	\$ 192,591	\$ 212,331	214,104	0.84%
Notes:	<i>Less than 1% change from previous year.</i>			

Line Item Expenses — Justice Court

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
JUSTICE COURT				
4300 Professional & Contracted Services				
4310 Professional Services	-	-	-	
4350 Contracted Services	560,957	155,000	170,000	9.68%
Total Professional & Contracted	\$ 560,957	\$ 155,000	\$ 170,000	9.68%
Total Justice Court	\$ 560,957	\$ 155,000	\$ 170,000	9.68%
Notes: Increase based on contract with Salt Lake County for Justice Court services.				

Line Item Expenses — Legal Services

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
LEGAL SERVICES				
4100 Personnel Services				
4110 Salaries & Wages	-	68,773	74,124	7.78%
Law Clerk		-		
4120 Part-Time Wages	-	-	-	-
4130 Employee Benefits	-	25,000	25,000	0.00%
Total Personnel	\$ -	\$ 93,773	\$ 99,124	5.71%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	-	5,000	4,000	-20.00%
4230 Travel	-	1,200	1,500	25.00%
4240 Office Supplies	-	-	-	-
4260 Postage & Shipping	-	-	-	-
Total Operating	\$ -	\$ 6,200	\$ 5,500	-11.29%
4300 Professional & Contracted Services				
4310 Professional Services	139,068	142,000	140,000	-1.41%
John Brems		-		
4320 Printing	-	-	-	-
4330 Training	-	2,000	2,000	0.00%
4350 Contracted Services	307,787	367,560	323,800	-11.91%
SL County Indigent Defense	-			
SL County Prosecutorial Services	-			
Total Professional & Contracted	\$ 446,855	\$ 511,560	465,800	-8.95%
4610 Misc. Expenses				
Total Misc.	\$ -	\$ 250	\$ 250	0.00%
Total Legal Services	\$ 446,855	\$ 611,783	\$ 570,674	-6.72%
Notes: Decrease based on contract with Salt Lake County for legal services.				

Line Item Expenses — Public Safety

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
PUBLIC SAFETY				
4300 Professional & Contracted Services				
4350 Contracted Services				
SLC Animal Control	552,444	552,944	552,944	0.00%
12 Months of Contract				
Unified Police	4,886,797	10,020,000	10,400,000	3.79%
UPD (Alcohol Tax Exp)	-	39,305	42,500	8.13%
Total Professional & Contracted	\$ 5,439,241	\$ 10,612,249	\$ 10,995,444	3.61%
Total Public Safety	\$ 5,439,241	\$ 10,612,249	\$ 10,995,444	3.61%
Notes: Increase in contract for UPD services.				

City Recorder

Elyse Greiner

Provides specific oversight for the following department budgets:

- City Recorder
- Business License

Line Item Expenses — City Recorder

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
CITY RECORDER				
4100 Personnel Services				
4110 Salaries & Wages	49,140	67,291	69,983	4.00%
City Recorder		-		
4120 Part-Time Wages	-	-	-	
4130 Employee Benefits	16,084	30,000	30,000	0.00%
Total Personnel	\$ 65,224	\$ 97,291	99,983	2.77%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	191	600	600	0.00%
4230 Travel	-	1,000	1,200	20.00%
4250 Maintenance & Supplies	27	-	250	0.00%
4260 Postage & Shipping	-	-	-	0.00%
Total Operating	\$ 218	\$ 1,600	2,050	28.13%
4300 Professional & Contracted Services				
4310 Professional Services	2,310	1,000	1,000	0.00%
4320 Printing	-	-	-	0.00%
4330 Training	509	1,200	1,200	0.00%
4350 Contracted Services	18,991	-	130,000	0.00%
SL County Elections				
4360 Advertising & Public Notices	2,096	10,000	10,000	0.00%
Total Professional & Contracted	\$ 23,906	\$ 12,200	142,200	1065.57%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	20	500	500	0.00%
Total Misc.	\$ 20	\$ 500	500	0.00%
Total City Recorder	\$ 89,368	\$ 111,591	244,733	119.31%
Notes: Includes funding for municipal election.				

Line Item Expenses — Business License

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
BUSINESS LICENSE ADMINISTRATION				
4100 Personnel Services				
4110 Salaries & Wages	-	73,780	97,105	31.61%
Business License Administrator		-		
Business License Assistant		-		
4115 Over-Time Wages	-	3,000	3,000	0.00%
4120 Part-Time Wages	-	-	-	0.00%
4130 Employee Benefits	-	30,000	40,000	33.33%
Total Personnel	\$ -	\$ 106,780	140,105	31.21%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	-	250	250	0.00%
4230 Travel	-	1,500	1,500	0.00%
4250 Maintenance & Supplies	-	250	250	0.00%
Total Operating	\$ -	\$ 2,000	2,000	0.00%
4300 Professional & Contracted Services				
4310 Professional Services		15,000	-	0.00%
Business License Fee Study				
4330 Training	-	1,000	1,200	20.00%
Total Professional & Contracted	\$ -	\$ 16,000	1,200	-92.50%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	-	500	500	0.00%
Total Misc.	\$ -	\$ 500	500	0.00%
Total Business License Administration	\$ -	\$ 125,280	143,805	14.79%
Notes: Increase due to funding of personnel for entire fiscal year.				

City Services

Kurt Hansen

Provides specific oversight for the following department budgets:

- City Services
- Facilities
- Fleet
- IT Management

Line Item Expenses — City Services

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
CITY SERVICES				
4100 Personnel Services				
4110 Salaries & Wages	180,342	605,000	715,000	18.18%
City Services Director				
Building Official				
Asst. Building Official				
Plans Examiner				
Building Inspector III				
Building Inspector I				
Permit Technician II				
Permit Technician I				
Code Compliance Inspector II				
Code Compliance Inspector II				
Code Compliance Inspector I				
4115 Over-Time Wages	-	2,500	2,500	0.00%
4120 Part-Time Wages	-	-	-	0.00%
4130 Employee Benefits	78,308	310,000	355,000	14.52%
Total Personnel	\$ 258,650	\$ 917,500	1,072,500	16.89%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	2,598	4,000	3,000	-25.00%
4230 Travel	3	4,000	3,500	-12.50%
4250 Maintenance & Supplies	4,259	15,000	12,000	-20.00%
Total Operating	\$ 6,860	\$ 23,000	18,500	-19.57%
4300 Professional & Contracted Services				
4310 Professional Services	38,394	85,000	40,000	-52.94%
Code Compliance Abatement		-		
Building Inspection Services		-		
4320 Printing	-	1,500	1,500	0.00%
4330 Training	2,462	10,000	10,000	0.00%
4350 Contracted Services	-	420,000	420,000	0.00%
SL County Parks				
Total Professional & Contracted	\$ 40,856	\$ 516,500	\$ 471,500	-8.71%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	1,932	2,500	2,500	0.00%
Total Misc.	\$ 1,932	\$ 2,500	2,500	0.00%
Total City Services	\$ 308,298	\$ 1,459,500	1,565,000	7.23%
Notes:	<i>Increase due to funding of personnel for entire fiscal year.</i>			

Line Item Expenses — Facilities

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
FACILITIES				
4200 Operating Expenses				
4250 Maintenance & Supplies	17,580	30,000	30,000	0.00%
4260 Postage & Shipping	-	-	-	-
Total Operating	\$ 17,580	\$ 30,000	\$ 30,000	0.00%
4300 Professional & Contracted Services				
4310 Professional Services	17,427	22,000	20,000	-9.09%
4330 Training	-	-	-	0.00%
Total Professional & Contracted	\$ 17,427	\$ 22,000	\$ 20,000	-9.09%
4400 Utilities				
4410 Water & Sewer	61	1,000	1,000	0.00%
4420 Natural Gas	2,105	8,000	8,000	0.00%
4430 Electricity	6,172	25,000	25,000	0.00%
4450 Waste & Disposal	335	500	750	50.00%
Total Utilities	\$ 8,673	\$ 34,500	\$ 34,750	0.72%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	8,828	10,000	12,000	20.00%
Total Misc.	\$ 8,828	\$ 10,000	\$ 12,000	20.00%
4800 Buildings				
4810 Building Improvements	531,652	850,000	25,000	-97.06%
4830 Improvements other than buildings	44,299	165,000	25,000	-84.85%
4840 Leases	29,562	210,000	195,120	-7.09%
Total Buildings	\$ 605,513	\$ 1,225,000	245,120	-79.99%
Total Facilities	\$ 658,021	\$ 1,321,500	341,870	-74.13%
Notes: Decrease due to the costs associated with renovating City Hall were completed in previous fiscal year.				

Line Item Expenses — Fleet

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
FLEET				
4700 Vehicles & Equipment				
4710 Vehicles	229,191	98,000	-	-100.00%
4720 Fuel	4,412	18,000	18,000	0.00%
4730 Maintenance	1,905	25,000	15,000	-40.00%
4740 Equipment	14,247	17,500	2,500	-85.71%
Total Vehicles & Equipment	\$ 249,755	\$ 158,500	\$ 35,500	-77.60%
Total Fleet	\$ 249,755	\$ 158,500	\$ 35,500	-77.60%
<i>Notes: No additional vehicles are expected to be purchased during this fiscal year.</i>				

Line Item Expenses — IT Management

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
IT MANAGEMENT				
4100 Personnel Services				
4110 Salaries & Wages				
4120 Part-Time Wages				
4130 Employee Benefits				
4131 Group Insurance				
4132 SS & Medicare				
4133 Retirement				
Total Personnel				
4200 Operating Expenses				
4250 Maintenance & Supplies	22,141	27,500	25,000	-9.09%
4255 Software (Includes Licensing)	59,208	93,500	130,000	39.04%
55,000 Financial Management Software				
6,000 AutoCad				
10,000 DocuWare License				
20,000 CivrPlus				
1,500 Bluebeam				
2,000 Municipal Code Online				
32,000 iWorks License Maintenance				
126500				
Total Operating	\$ 81,349	\$ 121,000	\$ 155,000	28.10%
4300 Professional & Contracted Services				
4310 Professional Services	69,647	65,000	65,000	0.00%
Network Providers, Inc.		-		
4330 Training	-	-	-	
Total Professional & Contracted	\$ 69,647	\$ 65,000	\$ 65,000	0.00%
4440 Telephone	\$ 12,082	\$ 45,000	\$ 45,000	0.00%
4610 Miscellaneous Expenses	\$ -	\$ 2,000	\$ 2,000	0.00%
		\$ -		
4740 Equipment (Computers, etc.)	\$ 63,235	\$ 120,000	\$ 50,000	-58.33%
Total IT Management	\$ 226,313	\$ 353,000	\$ 317,000	-10.20%
Notes: Software costs are higher while IT equipment needs are lower since no additional employees are anticipated.				

Communications & Programs

Rita Lund

Provides specific oversight for the following department budgets:

- Communications & Programs
- Emergency Management
- Information Center

Line Item Expenses — Communications & Programs

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
COMMUNICATIONS & PROGRAMS				
4100 Personnel Services				
4110 Salaries & Wages	62,718	70,390	73,206	4.00%
Communications & Programs Director		-		
4130 Employee Benefits	29,799	32,000	35,000	9.38%
Total Personnel	\$ 92,517	\$ 102,390	\$ 108,206	5.68%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	-	500	500	0.00%
4230 Travel	-	500	500	0.00%
4250 Maintenance & Supplies	5,948	2,500	10,000	300.00%
4260 Postage & Shipping	167	10,000	15,000	50.00%
Total Operating	\$ 6,115	\$ 13,500	\$ 26,000	92.59%
4300 Professional & Contracted Services				
4310 Professional Services	3,841	8,500	10,000	17.65%
4320 Printing	37,427	65,000	75,000	15.38%
4330 Training	55	2,000	2,000	0.00%
Total Professional & Contracted	\$ 41,323	\$ 75,500	\$ 87,000	15.23%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	2,719	2,000	2,500	25.00%
Total Misc.	\$ 2,719	\$ 2,000	\$ 2,500	25.00%
5100 Community Programs				
5110 Community Councils	37,500	29,000	32,200	11.03%
Canyon Rim	-	6,000	6,000	
East Millcreek	-	5,000	5,000	
Millcreek	-	15,000	15,000	
Mt. Olympus	-	3,000	3,000	
Insurance for CC	-	-	3,200	
5120 Events	81,575	120,000	170,000	41.67%
Utah Venture Out	-	100,000	125,000	
Event Coordinator	-	-	30,000	
Youth City Council	-	5,000	5,000	
Other	-	10,000	10,000	
5140 Fix-It Program	-	-	-	
5150 Rain Barrel Program	5,000	5,000	5,000	0.00%
Total Community Programs	\$ 124,075	\$ 154,000	\$ 207,200	34.55%
Total Communications & Programs	\$ 266,749	\$ 347,390	\$ 430,906	24.04%
Notes: Includes funding contract for an Event Coordinator & the cost of insurance for Community Councils.				

Line Item Expenses — Emergency Management —

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
EMERGENCY MANAGEMENT				
4100 Personnel Services				
4110 Salaries & Wages	11,792	45,890	47,726	4.00%
Emergency Manager		-		
4115 Over-Time Wages	402	3,000	2,000	-33.33%
4120 Part-Time Wages	11,430	1,000	-	-100.00%
4130 Employee Benefits	3,776	18,500	20,000	8.11%
4131 Group Insurance			#REF!	
4132 SS & Medicare			#REF!	
4133 Retirement			#REF!	
Total Personnel	\$ 27,400	\$ 68,390	\$ 69,726	1.95%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	-	1,000	1,000	0.00%
4230 Travel	116	250	250	0.00%
4240 Office Supplies	-	-	-	0.00%
4250 Maintenance & Supplies	-	10,000	10,000	0.00%
4260 Postage & Shipping	-	-	-	-
Total Operating	\$ 116	\$ 11,250	\$ 11,250	0.00%
4300 Professional & Contracted Services				
4310 Professional Services	-	-	-	-
4320 Printing	130	1,000	3,500	250.00%
4330 Training	2,090	4,000	7,500	87.50%
4350 Contracted Services	-	-	-	-
Total Professional & Contracted	\$ 2,220	\$ 5,000	\$ 11,000	120.00%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	1,307	2,500	2,500	0.00%
Total Misc.	\$ 1,307	\$ 2,500	\$ 2,500	0.00%
Total Emergency/Risk Management	\$ 31,043	\$ 87,140	\$ 94,476	8.42%
Notes: Increase due to costs associated with CERT training.				

Line Item Expenses — Information Center

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
INFORMATION CENTER (formerly Front Desk Adm.)				
4100 Personnel Services				
4110 Salaries & Wages	33,475	119,040	130,000	9.21%
Information Center Manager	-	-	-	
Information Center Technician	-	-	-	
Information Center Technician	-	-	-	
4115 Over-Time Wages	113	1,000	1,000	0.00%
4120 Part-Time Wages	-	-	-	0.00%
4130 Employee Benefits	9,126	60,000	65,000	8.33%
4131 Group Insurance			#REF!	
4132 SS & Medicare			#REF!	
4133 Retirement			#REF!	
Total Personnel	\$ 42,714	\$ 180,040	\$ 196,000	8.86%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	124	250	500	100.00%
4230 Travel	-	250	500	100.00%
4240 Office Supplies	22,329	25,000	25,000	0.00%
4250 Maintenance & Supplies	3,832	4,000	5,000	25.00%
4260 Postage & Shipping	3,001	12,000	12,000	0.00%
Total Operating	\$ 29,286	\$ 41,500	\$ 43,000	3.61%
4300 Professional & Contracted Services				
4310 Professional Services	-	500	1,000	100.00%
4320 Printing	91	1,000	1,200	20.00%
4330 Training	25	750	1,200	60.00%
Total Professional & Contracted	\$ 116	\$ 2,250	\$ 3,400	51.11%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	1,061	4,500	5,000	11.11%
4630 Meals	3,996	8,500	7,500	-11.76%
Total Misc.	\$ 5,057	\$ 13,000	\$ 12,500	-3.85%
Total Information Center	\$ 77,173	\$ 236,790	\$ 254,900	7.65%
<i>Notes: Increase due to funding of personnel for entire fiscal year.</i>				

Community Development

Francis Lilly

Provides specific oversight for the following department budgets:

- Community Development
- Promise Program

— Line Item Expenses — Community Development —

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
COMMUNITY DEVELOPMENT				
New Department Title (formerly Planning Services)				
4100 Personnel Services				
4110 Salaries & Wages	247,454	355,000	385,000	8.45%
Community Development Director	-	-	-	
Planning Engineer	-	-	-	
Senior Planner	-	-	-	
Planner II	-	-	-	
Planner I	-	-	-	
4115 Over-Time Wages	1,526	5,000	5,000	0.00%
4120 Part-Time Wages	-	-	-	0.00%
4130 Employee Benefits	91,622	146,000	155,000	6.16%
4131 Group Insurance				
4132 SS & Medicare				
4133 Retirement				
Total Personnel	\$ 340,602	\$ 506,000	\$ 545,000	7.71%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	195	5,000	5,000	0.00%
4230 Travel	-	4,500	5,000	11.11%
4240 Office Supplies	881	500	500	0.00%
4250 Maintenance & Supplies	1,406	1,000	1,500	50.00%
4260 Postage & Shipping	-	-	-	-
Total Operating	\$ 2,482	\$ 11,000	\$ 12,000	9.09%
4300 Professional & Contracted Services				
4310 Professional Services	29,448	140,000	100,000	-28.57%
John Janson		-	-	
Traffic Studies		-	-	
Impact Fee Study		-	-	
4320 Printing	-	6,500	5,000	-23.08%
4330 Training	678	7,500	7,500	0.00%
4350 Contracted Services		-	-	
SL County Addressing	6,780	12,000	15,000	25.00%
SL County Planning & Dev.	858,751	2,500	2,500	0.00%
SL County Surveying	225	7,500	7,000	-6.67%
Total Professional & Contracted	\$ 895,882	\$ 176,000	\$ 137,000	-22.16%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	611	2,500	2,500	0.00%
Total Misc.	\$ 611	\$ 2,500	\$ 2,500	0.00%
Total Community Development	\$ 1,239,577	\$ 695,500	\$ 696,500	0.14%
Notes:	<i>Includes increased personnel expenses, however professional service expenses are decreased.</i>			

Line Item Expenses — Promise Program

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
PROMISE PROGRAM				
4100 Personnel Services				
4110 Salaries & Wages	-	52,000	54,080	4.00%
Promise Program Manager	-	-	-	
4115 Over-Time Wages	-	2,700	2,500	-7.41%
4120 Part-Time Wages	-	9,000	5,000	-44.44%
4130 Employee Benefits	-	22,000	20,000	-9.09%
Total Personnel	\$ -	\$ 85,700	\$ 81,580	-4.81%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	-	600	600	0.00%
4230 Travel	-	2,500	2,000	-20.00%
4240 Office Supplies	-	-	-	0.00%
4250 Maintenance & Supplies	-	2,500	2,500	0.00%
4260 Postage & Shipping	-	-	-	0.00%
Total Operating	\$ -	\$ 5,600	\$ 5,100	-8.93%
4300 Professional & Contracted Services				
4310 Professional Services	-	11,000	3,400	-69.09%
4320 Printing	-	500	500	0.00%
4330 Training	-	1,000	1,000	0.00%
4360 Advertising & Public Notices	-	-	-	0.00%
Total Professional & Contracted	\$ -	\$ 12,500	\$ 4,900	-60.80%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	-	2,500	2,000	-20.00%
Total Misc.	\$ -	\$ 2,500	\$ 2,000	-20.00%
5100 Community Programs				
5120 Events	-	3,104	6,420	106.81%
Total Community Programs	\$ -	\$ 3,104	\$ 6,420	106.81%
Total Promise Program	\$ -	\$ 109,404	\$ 100,000	-8.60%

Notes: Initial funding of program is \$100,000.

Economic Development

Mike Winder

Provides specific oversight for the following department budget:

- Economic Development

Line Item Expenses — Economic Development —

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
ECONOMIC DEVELOPMENT				
4100 Personnel Services				
4110 Salaries & Wages	54,866	135,227	169,000	24.98%
Economic Dev. Director	-			
Asst. to Economic Dev. Director				
4115 Over-Time Wages	552	-	-	-
4120 Part-Time Wages	-	-	-	-
4130 Employee Benefits	16,828	48,000	60,000	25.00%
Total Personnel	\$ 72,246	\$ 183,227	\$ 229,000	24.98%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	70	1,250	1,200	-4.00%
4230 Travel	402	2,500	2,500	0.00%
4240 Office Supplies	-	-	-	0.00%
4250 Maintenance & Supplies	-	500	500	0.00%
4260 Postage & Shipping	-	-	-	0.00%
Total Operating	\$ 472	\$ 4,250	\$ 4,200	-1.18%
4300 Professional & Contracted Services				
4310 Professional Services	-	-	-	-
4320 Printing	-	-	-	-
4330 Training	465	2,500	2,500	0.00%
4360 Advertising & Public Notices	-	-	-	-
Total Professional & Contracted	\$ 465	\$ 2,500	\$ 2,500	0.00%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	254	10,000	10,000	0.00%
Total Misc.	\$ 254	\$ 10,000	\$ 10,000	0.00%
Total Economic Development	\$ 73,437	\$ 199,977	\$ 245,700	22.86%
Notes: Increase due to funding of personnel for entire fiscal year.				

Finance

Laurie Johnson

Provides specific oversight for the following department budgets:

- Finance
- Human Resources
- Non-Departmental

Line Item Expenses — Finance

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
FINANCE				
4100 Personnel Services				
4110 Salaries & Wages	39,015	113,048	135,000	19.42%
HR-Finance Director	-	-	-	
HR-Finance Asst.	-	-	-	
4120 Part-Time Wages	6,167	-	-	-
4130 Employee Benefits	15,859	50,000	62,000	24.00%
Total Personnel	\$ 61,041	\$ 163,048	197,000	20.82%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	29	500	250	-50.00%
4230 Travel	-	500	500	0.00%
4240 Office Supplies	747	500	250	-50.00%
4250 Maintenance & Supplies	-	-	-	-
4260 Postage & Shipping	-	-	-	-
Total Operating	\$ 776	\$ 1,500	\$ 1,000	-33.33%
4300 Professional & Contracted Services				
4310 Professional Services	21,094	24,000	24,000	0.00%
D&S Accounting	-	-	-	
4320 Printing	-	-	-	-
4330 Training	-	500	500	0.00%
Total Professional & Contracted	\$ 21,094	\$ 24,500	\$ 24,500	0.00%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	-	1,500	2,000	33.33%
Total Misc.	\$ -	\$ 1,500	\$ 2,000	33.33%
Total Finance	\$ 82,911	\$ 190,548	\$ 224,500	17.82%
<i>Notes: Increase due to funding of personnel for entire fiscal year.</i>				

Line Item Expenses — Human Resources

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
HUMAN RESOURCES				
4100 Personnel Services				
4110 Salaries & Wages	-	28,000	56,000	100.00%
Communications Outreach/Risk Manager				
4115 Over-Time Wages	-	750		
4120 Part-Time Wages	-	-	-	
4130 Employee Benefits	-	10,000	20,600	106.00%
Total Personnel	\$ -	\$ 38,750	\$ 76,600	97.68%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	-	250	500	100.00%
4230 Travel	-	250	500	100.00%
4240 Office Supplies	-	-	-	0.00%
4250 Maintenance & Supplies	-	250	250	0.00%
4260 Postage & Shipping	-	-	250	0.00%
Total Operating	\$ -	\$ 750	\$ 1,500	100.00%
4300 Professional & Contracted Services				
4310 Professional Services	31,798	2,500	1,200	-52.00%
Drug Testing				
4320 Printing	21	-	500	0.00%
4330 Training	-	2,000	2,000	0.00%
Total Professional & Contracted	\$ 31,819	\$ 4,500	\$ 3,700	-17.78%
4510 Insurance (Worker's Comp)	\$ 12,449	\$ 35,000	\$ 35,000	0.00%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	616	500	1,000	100.00%
Total Misc.	\$ 616	\$ 500	\$ 1,000	100.00%
Total Human Resources	\$ 44,884	\$ 79,500	\$ 117,800	48.18%
Notes: Increase due to funding of personnel for entire fiscal year.				

Line Item Expenses — Non-Departmental

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
NON-DEPARTMENTAL				
4510 Insurance	\$ 65,963	\$ 75,000	80,000	6.67%
4600 Miscellaneous Expenses				
4610 Misc. Expenses	248	6,000	6,000	0.00%
4611 Direct Deposit Fees	1,204	2,500	2,750	10.00%
4620 Bank Charges	7,766	40,000	40,000	0.00%
4621 Debt Principal Payments	-	-	-	0.00%
4622 Debt Interest	59,113	200,000	315,000	57.50%
4625 UPD Debt Related Fees	53,740	55,000	60,000	9.09%
Total Misc.	\$ 122,071	\$ 303,500	\$ 423,750	39.62%
6100 Other Financing Uses				
6110 Contribution to Fund Balance	2,533,675	676,026	204,588	-69.74%
6120 Due Other Govt. Entity	(111,386)	-	-	0.00%
6130 Transfer to CIP Fund	-	3,150,000	1,750,000	-44.44%
Total Other Financing Uses	\$ 2,422,289	\$ 3,826,026	\$ 1,954,588	-48.91%
Total Non-Departmental	\$ 2,610,323	\$ 4,204,526	\$ 2,458,338	-41.53%
Notes: Decrease in funding for Capital Improvement Projects.				

Public Works

John Miller

Provides specific oversight for the following department budgets:

- Public Works
- Class B & C Road Fund

Line Item Expenses — Public Works

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
PUBLIC WORKS				
4100 Personnel Services				
4110 Salaries & Wages	-	340,000	475,000	39.71%
Public Works Director	-			
Stormwater Engineer	-			
Staff Engineer II	-			
Staff Engineer I	-			
Public Works Inspector II	-			
Public Works Inspector II	-			
4115 Over-Time Wages	-	500	500	0.00%
4120 Part-Time Wages	-	15,000	15,000	0.00%
4130 Employee Benefits	-	150,000	195,000	30.00%
Total Personnel	\$ -	\$ 505,000	\$ 685,500	35.74%
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	-	5,000	5,000	0.00%
4230 Travel	-	3,000	3,500	16.67%
4240 Office Supplies	-	-	-	0.00%
4250 Maintenance & Supplies	-	3,000	3,000	0.00%
4260 Postage & Shipping	-	-	-	0.00%
Total Operating	\$ -	\$ 11,000	\$ 11,500	4.55%
4300 Professional & Contracted Services				
4310 Professional Services	-	300,000	250,000	-16.67%
Development Review Services	-	-	-	
4320 Printing	-	-	-	-
4330 Training	-	5,000	5,000	0.00%
4350 Contracted Services				
SL County Parks	386,553	-	-	-
SL County Public Works	3,800,000	2,350,000	3,268,750	39.10%
SL County Street Lights	33,812	37,500	37,500	0.00%
Total Professional & Contracted	\$ 4,220,365	\$ 2,692,500	\$ 3,561,250	32.27%
4610 Miscellaneous Expenses	\$ -	\$ 2,500	\$ 2,500	0.00%
Total Public Works	\$ 4,220,365	\$ 3,211,000	\$ 4,260,750	32.69%
Notes: Increase in contract funding with Salt Lake County for Public Works services.				

Line Item Expenses — Engineering Services —

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
ENGINEERING SERVICES (Consolidated with Public Works Budget)				
4100 Personnel Services				
4110 Salaries & Wages	82,839	-	-	
City Engineer (Hired 1/8/18)	-	-	-	
Storm Water Engineer (Hired 4/16/18)	-	-	-	
Construction Inspector (Hired 4/30/18)	-	-	-	
4115 Over-Time Wages	418	-	-	
4120 Part-Time Wages	3,826	-	-	
4130 Employee Benefits	27,271	-	-	
Total Personnel	\$ 114,354	\$ -	\$ -	
4200 Operating Expenses				
4210 Books, Subscriptions, Memb.	353	-	-	
4230 Travel	401	-	-	
4240 Office Supplies	-	-	-	
4250 Maintenance & Supplies	-	-	-	
4260 Postage & Shipping	-	-	-	
Total Operating	\$ 754	\$ -	\$ -	
4300 Professional & Contracted Services				
4310 Professional Services	192,970	-	-	
Development Review Services				
4320 Printing	-	-	-	
4330 Training	373	-	-	
4350 Contracted Services	508,983	-	-	
SL County Engineering				
Total Professional & Contracted	\$ 702,326	\$ -	\$ -	
4600 Miscellaneous Expenses				
4610 Misc. Expenses	-	-	-	
Total Misc.	\$ -	\$ -	\$ -	
Total Engineering Services	\$ 817,434	\$ -	\$ -	
Notes: Engineering budget consolidated with Public Works budget.				

Line Item Expenses — Class B & C Road

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% of Change from Previous Year
CLASS B & C ROAD				
4900 Class B & C Road Expenditures				
4910 Class C --Road Maintenance	-	1,650,000	1,700,000	3.03%
4920 Class C --Sidewalk	62,541	-	-	
4930 Class C --Traffic Calming	-	-	-	
4930 Class C --Storm Drain	48,341	-	-	
4940 Class C --Active Transportation	-	-	-	
Total Class B & C Road	\$ 110,882	\$ 1,650,000	\$ 1,700,000	3.03%
Notes: All Class B & C road funds are used to pay for road maintenance under the Salt Lake County Public Works contract.				



General Fund Consolidated Budget



General Fund Consolidated Budget

	% of Total Budget FY 2019-20	FY 2019-20 Budget
10 General Fund		
Consolidated Budget		
4100 Personnel Expenses	15.52%	\$ 3,963,828
4200 Operating Expenses	1.78%	\$ 454,700
4300 Professional & Contracted Services	63.60%	\$ 16,239,394
4400 Utilities	0.31%	\$ 79,750
4510 Insurance	0.45%	\$ 115,000
4600 Miscellaneous Expenses	1.89%	\$ 483,500
4700 Vehicles & Equipment	0.33%	\$ 85,500
4800 Buildings	0.96%	\$ 245,120
4900 Class B & C Road Funds	6.66%	\$ 1,700,000
5100 Community Programs	0.84%	\$ 213,620
6100 Other Financing Uses	7.65%	\$ 1,954,588
Total	100.00%	\$ 25,535,000

General Fund Consolidated Budget cont'd.

Mayor & City Council		
4100 Personnel Expenses		166,000
4200 Operating Expenses		122,000
4300 Professional & Contracted Services		64,500
4600 Miscellaneous Expenses		500
	Total Mayor & City Council	\$ 353,000
City Manager		
4100 Personnel Services		197,504
4200 Operating Expenses		4,100
4300 Professional & Contracted Services		8,500
4600 Miscellaneous Expenses		4,000
	Total City Manager	\$ 214,104
City Recorder		
4100 Personnel Services		99,983
4200 Operating Expenses		2,050
4300 Professional & Contracted Services		142,200
4600 Miscellaneous Expenses		500
	Total City Recorder	\$ 244,733
Business License Administration		
4100 Personnel Services		140,105
4200 Operating Expenses		2,000
4300 Professional & Contracted Services		1,200
4600 Miscellaneous Expenses		500
	Total Business License Adm.	\$ 143,805
City Services		
4100 Personnel Services		1,072,500
4200 Operating Expenses		18,500
4300 Professional & Contracted Services		471,500
4600 Miscellaneous Expenses		2,500
	Total City Services	\$ 1,565,000

General Fund Consolidated Budget cont'd.

Communications & Programs	
4100 Personnel Services	108,206
4200 Operating Expenses	26,000
4300 Professional & Contracted Services	87,000
4600 Miscellaneous Expenses	2,500
5100 Community Programs	207,200
Total Communications & Programs	\$ 430,906
Community Development	
4100 Personnel Services	545,000
4200 Operating Expenses	12,000
4300 Professional & Contracted Services	137,000
4600 Miscellaneous Expenses	2,500
Total Community Development	\$ 696,500
Promise Program	
4100 Personnel Services	81,580
4200 Operating Expenses	5,100
4300 Professional & Contracted Services	4,900
4600 Miscellaneous Expenses	2,000
5100 Community Programs	6,420
Total Promise Program	\$ 100,000
Economic Development	
4100 Personnel Services	229,000
4200 Operating Expenses	4,200
4300 Professional & Contracted Services	2,500
4600 Miscellaneous Expenses	10,000
Total Economic Development	\$ 245,700
Emergency Management	
4100 Personnel Services	69,726
4200 Operating Expenses	11,250
4300 Professional & Contracted Services	11,000
4600 Miscellaneous Expenses	2,500
Total Emergency Management	\$ 94,476

General Fund Consolidated Budget cont'd.

Facilities		
4200 Operating Expenses		30,000
4300 Professional & Contracted Services		20,000
4400 Utilities		34,750
4600 Miscellaneous Expenses		12,000
4800 Buildings		245,120
	Total Facilities	\$ 341,870
Finance		
4100 Personnel Services		197,000
4200 Operating Expenses		1,000
4300 Professional & Contracted Services		24,500
4600 Miscellaneous Expenses		2,000
	Total Finance	\$ 224,500
Fleet		
4700 Vehicles & Equipment		35,500
	Total Fleet	\$ 35,500
Information Center		
4100 Personnel Services		196,000
4200 Operating Expenses		43,000
4300 Professional & Contracted Services		3,400
4600 Miscellaneous Expenses		12,500
	Total Information Center	\$ 254,900
Human Resources		
4100 Personnel Services		76,600
4200 Operating Expenses		1,500
4300 Professional & Contracted Services		3,700
4510 Insurance (Worker's Comp)		35,000
4600 Miscellaneous Expenses		1,000
	Total Human Resources	\$ 117,800

General Fund Consolidated Budget cont'd.

IT Management		
4200 Operating Expenses		155,000
4300 Professional & Contracted Services		65,000
4440 Telephone		45,000
4600 Miscellaneous Expenses		2,000
4740 Equipment		50,000
	Total IT Management	\$ 317,000
Justice Court		
4300 Professional & Contracted Services		170,000
	Total Justice Court	\$ 170,000
Legal Services		
4100 Personnel Services		99,124
4200 Operating Expenses		5,500
4300 Professional & Contracted Services		465,800
4600 Miscellaneous Expenses		250
	Total Legal Services	\$ 570,674
Non-Departmental		
4510 Insurance		80,000
4600 Miscellaneous Expenses		423,750
6100 Other Financing Uses		1,954,588
	Total Non-Departmental	\$ 2,458,338
Public Safety		
4300 Professional & Contracted Services		10,995,444
	Total Public Safety	\$ 10,995,444
Public Works		
4100 Personnel Services		685,500
4200 Operating Expenses		11,500
4300 Professional & Contracted Services		3,561,250
4610 Miscellaneous Expenses		2,500
	Total Public Works	\$ 4,260,750

General Fund Consolidated Budget cont'd.

Class B & C Road Funds	
4900 Class B & C Road Funds	1,700,000
Total Class B & C Road Funds	\$ 1,700,000
Total General Fund Expenses	\$ 25,535,000



General Fund Fund Balance



Fund Balance Reserve

State Law Requires Municipalities to maintain at least 5% and no more than 25% of the General Fund in a reserve account.

	Reserve Amount	% of General Fund Budget
Fund Balance at the end of FY2017	\$ 1,812,257	34.18%
Additional Fund Balance added in FY2018	\$ 2,533,375	
Fund Balance at Beginning of FY 2019	\$ 4,345,632	24.18%
Projected Additional Fund Balance FY2019	\$ (805,427)	
Projected Amount of UPD reserve Funds	\$ 676,026	
Projected Fund Balance at end of FY2019	\$ 4,216,231	15.98%
Projected Additional Fund Balance FY2020	\$ 204,588	
Projected Use of UPD Reserve Funds	\$ (326,090)	
Projected Fund Balance at end of FY2020	\$ 4,094,729	16.04%



Capital Improvement Fund Revenue Budget



Capital Improvement Revenues

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% Change From Previous Year
CAPITAL IMPROVEMENT PROJECT FUND				
7100 CIP REVENUE				
7110 Interest Earnings	-	2,000	1,000	-50.00%
7120 Transfer from General Fund	-	3,150,000	1,750,000	-44.44%
Total CIP Revenue	\$ -	\$ 3,152,000	\$ 1,751,000	-44.45%



Capital Improvement Fund Expense Budget



Capital Improvement Expenses

	FY 2017-18 Actual Expenses	FY 2018-19 Estimated Actuals	FY 2019-20 Adopted Budget	% Change From Previous Year
CAPITAL IMPROVEMENT PROJECT FUND				
Capital Projects Expenses				
8100 Capital Improvement Projects				
8110 General CIP	-	577,000	350,000	-39.34%
Pavement Preservation				
8120 Sidewalk Projects	-	2,000,000	355,000	-82.25%
4705 S.: 1380 E. - 1450 E. (Match Only)			25,000	
Jupiter Brockbank SW			50,000	
Misc. Repair - Overlays			150,000	
SW 50/50 Program			50,000	
SW Cutting (Trip Hazards)			30,000	
TAP 4500 S.: 1500 E. - Highland Drive South Side			50,000	
8130 Traffic Calming	-	25,000	100,000	300.00%
Misc.			50,000	
Signs			30,000	
Traffic Counters			20,000	
8140 Storm Drain	-	200,000	700,000	250.00%
Emergency CIP			700,000	
Masterplan				
8150 Active Transportation	-	50,000	150,000	200.00%
Match - Misc. Locations			150,000	
8160 Lighting	-	50,000	96,000	92.00%
8170 Other	-	250,000	-	-100.00%
Total CIP	\$ -	\$ 3,152,000	\$ 1,751,000	-44.45%