

CITY OF OREM  
ADOPTED BUDGET 2013-2014



56 NORTH STATE STREET  
OREM, UTAH 84057  
[WWW.OREM.ORG](http://WWW.OREM.ORG)



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

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**CITY OF OREM**  
**ADOPTED BUDGET**  
**FISCAL YEAR 2013-2014**

**EXHIBIT “A”**

**(Budget)**

**CITY OF OREM  
ADOPTED BUDGET**

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**BUDGET  
MESSAGE**

**CITY OF OREM  
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**FISCAL YEAR 2013-2014**

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**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**



June 4, 2013

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

I appreciate the opportunity of presenting this Fiscal Year 2013-2014 budget to you. This document is prepared for your review in anticipation of a public hearing scheduled for the purpose of adopting this budget on June 11, 2013 at 6:00 p.m. in the City of Orem Council Chambers at 56 North State Street, Orem, Utah. The following Budget Message is a brief overview of the highlights in the budget. Additional information is available from Richard Manning, Administrative Services Director, who has overseen the preparation of this document.

**BUDGET MESSAGE**

The good news with this budget is the economy is coming back. The unemployment rate in Utah is 5.2% compared to 7.6% nationally. Nationally the housing industry is beginning to improve. The City's sales tax growth confirms that the economy is improving. The City's sales tax receipts have shown an increase for the third consecutive year. Presently sales tax receipts for the City are up between 5% and 6% over the same period of 2012.

When the FY 2012-2013 budget was adopted, it contained a property tax increase of \$1,700,000.00 with an average impact on an Orem home of \$4.00 per month. The reason for the proposed property tax increase was to pay for ongoing increased expenses the City is obligated to pay, primarily related to UTOPIA. A citizens group collected a sufficient number of signatures from registered voters calling for a referendum election on the Council's action in the next general election. This is scheduled to be voted upon in the November 2013 election. Regardless of the outcome of this election, this year's budget will not reflect an increase in the property tax rate.

This budget from ongoing revenue streams covers the \$2,858,983 UTOPIA pledge obligation and the unexpected \$575,000 in UIA operational support. The City cancelled its agreement with the University Mall to pay \$975,000 per year to support the mall when Nordstrom's left. The City has cut 18 full-time positions from the budget. This is in addition to the 19 positions cut in the FY 2008-2009 budget. The combination of additional revenue with operating and personnel cuts has made it possible to create this balanced budget. That being said, this budget contains no wiggle room and lacks the ability to fund any pay increases for employees or a properly funded capital improvement and maintenance program.

A fully sustainable budget provides for operations, personnel, capital investment and replacement sufficient to provide the services desired by the residents of Orem on an ongoing basis. This requires a revenue stream that can weather the inevitable ups and downs of the economy without causing dramatic swings in service levels.

# CITY OF OREM ADOPTED BUDGET

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With the sales tax growth and personnel and operational cuts, the budget is balanced and is not drawing upon reserves as it has in the past two years. This budget is not considered sustainable for a variety of reasons including: no provision in the budget for salary increases, replacement of public safety equipment, proper levels of care for parks and other infrastructure, etc. For example, this is the sixth consecutive budget without an increase for employee cost of living or merit increases. Also, this budget contains virtually no funding for capital projects.

## **BUDGET POLICIES**

The City is required by State law to enact a balanced budget and this budget is presented with revenue and expenditure levels that are believed to be achievable. City staff is to be commended for working together to provide the core services of the City with the resources currently available. In doing so, some services that have traditionally been provided by the City will no longer be provided.

In preparing this budget, the City Council and staff have worked together in developing a set of budget principles to guide the decision making in crafting this and future budgets.

## **BUDGET GUIDING PRINCIPLES**

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

- City Council--Incorporate policies and vision of the 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.
- Asset Management-- Develop capital facility master plans for buildings, utilities, and other significant City infrastructure. The master plans should include strategic operations, maintenance, and replacement guidelines with a supporting financial plan. The financial plan should justify a rate structure that supports the implementation of the master plan. Adopt a rate structure that supports the implementation of the master plan for a five-year period and redevelop the plan 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 according to the State code.
- Planning--Plan ahead with the big picture in mind. Provide a means for employees across department lines to consult with each other during the budget planning process. 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 would be necessary to pay debt service. In as much as possible, debt will be planned as part of the financial component of the Capital Master Plan.

**CITY OF OREM  
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The budget is a financial plan for the fiscal year. It is, in essence, a plan of operation based upon an expected economy. At times, the best that can be said about expectations is to expect the unexpected. As a safeguard, all revenue collections and expenditures are monitored throughout the year by management and sophisticated software programs have been developed that assist in controlling and analyzing expenditures. This allows staff to reduce budgets quickly to minimize the impact of a faltering economy on the City's ability to deliver key services.

**EXPENDITURE HIGHLIGHTS**

**Personnel**

This budget includes no requests for new personnel and no provision for the equivalent of cost of living adjustments or merit increases. Entering the fiscal year, the City has 23 fewer employees than it had in July 2012. Five of these positions will be filled bringing the net reduction in employees to 18. Residents will notice the impact of fewer employees as some services will no longer be offered and many remaining services will be slower.

The City, by law, belongs to the Utah State Retirement System (URS). The URS was hard hit by the great recession. They, like the stock market, lost a considerable amount of equity. To make up for these losses, the URS has increased contribution rates of its members. These increased rates are reflected in the budget.

Additionally, with the Patient Protection Affordable Care Act (PPACA) or ObamaCare more fully taking effect on January 1, 2014, the City has added to the budget about \$55,000 in fees that are directly related to this Act. The City's health insurance contracts are for a calendar year. Escalating health insurance costs are a concern. This past renewal saw insurance premiums increase 12%.

**Operations**

The operational budget is substantially the same as the FY 2012-2013 budget. With the operational budget remaining fixed, departments are truly doing more with less to perform necessary services despite the impacts of inflation, increasing fuel and energy costs, all the while, absorbing personnel reductions. A notable operations change is the moving of the facilities maintenance group from Public Works to the Development Services Department.

**Capital**

Funding of \$600,000 in the General Fund is provided for vehicle replacements. For the first time in quite a few years, the City is funding vehicle replacement for general government operations out of ongoing revenues instead of appropriating reserves.

Over the past few years, the City has significantly decreased capital expenditures for information technology equipment. This budget contains \$160,000 to be used for replacement of computer equipment. The City was able to replace its core servers in the FY 2012-2013 budget.

The proposed budget contains \$240,000 of an estimated \$1,780,000 in needed capital projects and improvements. The maintenance and replacement of long-term assets such as streets, sidewalks, buildings, parks, pavilions, restrooms, etc. is of great concern to the staff and City Council. Presently the City lacks a sufficient ongoing revenue stream to begin to provide for the City's capital needs.

**REVENUE HIGHLIGHTS**

No tax increases are requested in this budget although a few increases are requested to bring various services more in line with their delivery costs. Each increase is highlighted in the Fees and Charges section of this document.

**CITY OF OREM  
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**FISCAL YEAR 2013-2014**

The most significant across the board increase is a proposed water rate increase of \$0.62 per month for a 3/4" meter service (and a proportionate increase for all other meter sizes) is proposed for the Water Fund. This adjustment will cover increases in operational costs. The past few years have had these operational costs absorbed by the capital budget. This increase is in harmony with the budget principle that enterprise funds should be self-supporting. There is a \$0.25 increase in the Storm Sewer fee to provide for capital improvements.

This budget contains a proposal to adopt a \$3.00 per month fee for street light maintenance. This fee will be considered with the adoption of the Special Services Lighting District budget which is a separate budget from this budget.

**CHALLENGES FOR THE FUTURE**

The City faces the following challenges that have not been addressed in this budget:

- The proposed budget does not contain any funding for cost of living or merit increases for employees. The City is slipping in its market competitiveness.
- The ability to provide an ongoing capital revenue stream of approximately \$1.7 million per year to provide for non-enterprise fund capital needs.
- The construction and staffing of Fire Station #4 that was put on hold after being approved for construction in Fiscal Year 2008-2009.
- Through utility master plans, craft a fee structure that will provide sufficient future funding for replacement of existing assets.
- A continued need for funding of road maintenance.
- The completion of the City-wide sidewalk system.
- The completion of a system of bike paths within the City to encourage better health and to decrease our reliance on cars and trucks.
- The desire to fund additional beautification projects in the City including new entrance signs and roadside landscaping.
- Safety equipment for Public Safety.

**SUMMARY**

This budget emphasizes maintaining core City services and a stable operating environment.

Thank you for taking the time to read this Budget Message. Additional information is available in the remainder of this Fiscal Year 2013-2014 Budget document. Please feel free to call me or Richard Manning, Administrative Services Director, if you have any questions.

Respectfully submitted,

Bruce Chesnut  
City Manager

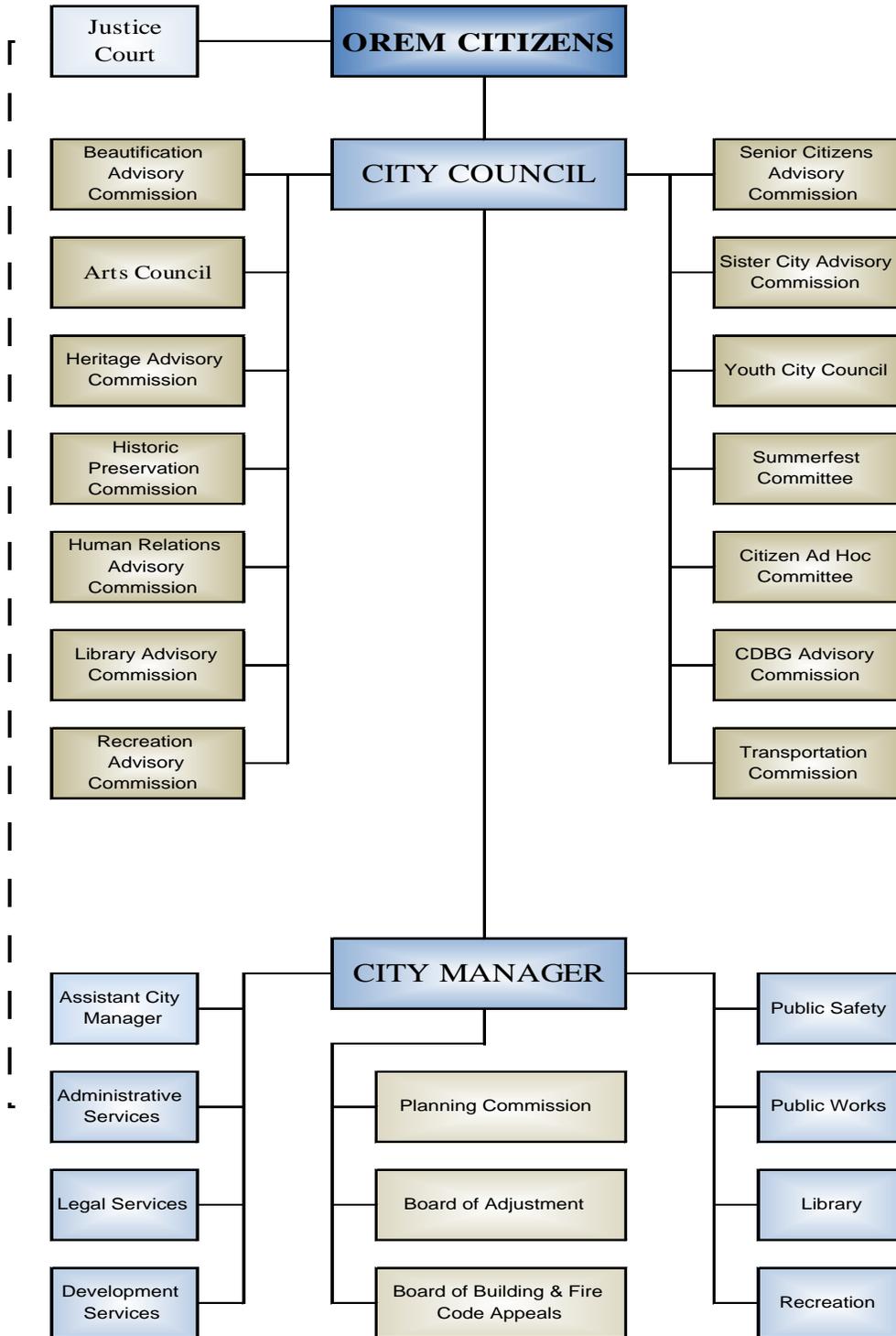
**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**OVERVIEW**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**



**CITY OF OREM  
ADOPTED BUDGET**

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**CITY OF OREM  
REVENUES SUMMARY  
FY 2013-2014**

<b>FUND</b>	<b>REVENUES</b>	<b>INTERFUND TRANSFERS IN</b>	<b>APPROPRIATION OF SURPLUS</b>	<b>TOTAL REVENUES &amp; SURPLUS</b>
General	\$ 40,962,390	\$ 5,043,055	\$ 282,000	\$ 46,287,445
Road	2,260,000	-	-	2,260,000
CARE Tax	1,700,000	-	-	1,700,000
Debt Service	2,652,372	4,679,489	-	7,331,861
Capital Improvement Projects	240,000	-	-	240,000
Water	10,809,100	94,931	-	10,904,031
Water Reclamation	6,954,851	-	-	6,954,851
Storm Sewer	2,870,300	10,000	-	2,880,300
Recreation	1,694,500	-	-	1,694,500
Solid Waste	3,379,600	-	-	3,379,600
Fleet Maintenance	-	585,000	-	585,000
Purchasing & Warehousing	-	340,000	-	340,000
Self-Insurance	490,000	1,175,000	-	1,665,000
Friends of the Library	230,000	10,000	-	240,000
Orem Foundation Trust	12,000	-	-	12,000
Community & Neighborhood Services	666,500	51,801	-	718,301
Senior Citizens	53,000	-	-	53,000
Telecommunications Billing	40,000	-	-	40,000
<b>TOTALS</b>	<b>\$ 75,014,613</b>	<b>\$ 11,989,276</b>	<b>\$ 282,000</b>	<b>\$ 87,285,889</b>

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 Fund, the Fleet Maintenance Fund or the Self-Insurance Fund receive all or a majority of their operating revenues through transfers from other funds. In the current fiscal year, while the city-wide operating revenues total \$87,285,889, only \$75,014,613 represents collections of new revenues.

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

<b>FUND</b>	<b>ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2013</b>	<b>FIS CAL YEAR 2013-2014 APPROPRIATION OF SURPLUS</b>	<b>ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2014</b>	<b>OPERATIONAL GOAL **</b>
General	\$ 3,300,000	\$ (282,000)	\$ 3,018,000	\$ 7,876,200
Road	-	-	-	-
CARE Tax	-	-	-	-
Debt Service	-	-	-	-
Capital Improvement Projects	-	-	-	-
Water	3,000,000	-	3,000,000	2,800,000
Water Reclamation	1,800,000	-	1,800,000	2,400,000
Storm Sewer	675,000	-	675,000	300,000
Recreation	780,000	-	780,000	300,000
Solid Waste	75,000	-	75,000	50,000
Fleet Maintenance	75,000	-	75,000	50,000
Purchasing & Warehousing	90,000	-	90,000	25,000
Self-Insurance	450,000	-	450,000	1,000,000
Friends of the Library	-	-	-	-
Orem Foundation Trust	-	-	-	-
Community & Neighborhood Services	-	-	-	-
Senior Citizens	-	-	-	-
Telecommunications Billing	-	-	-	-
<b>TOTALS</b>	<b>\$ 10,245,000</b>	<b>\$ (282,000)</b>	<b>\$ 9,963,000</b>	<b>\$ 14,801,200</b>

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

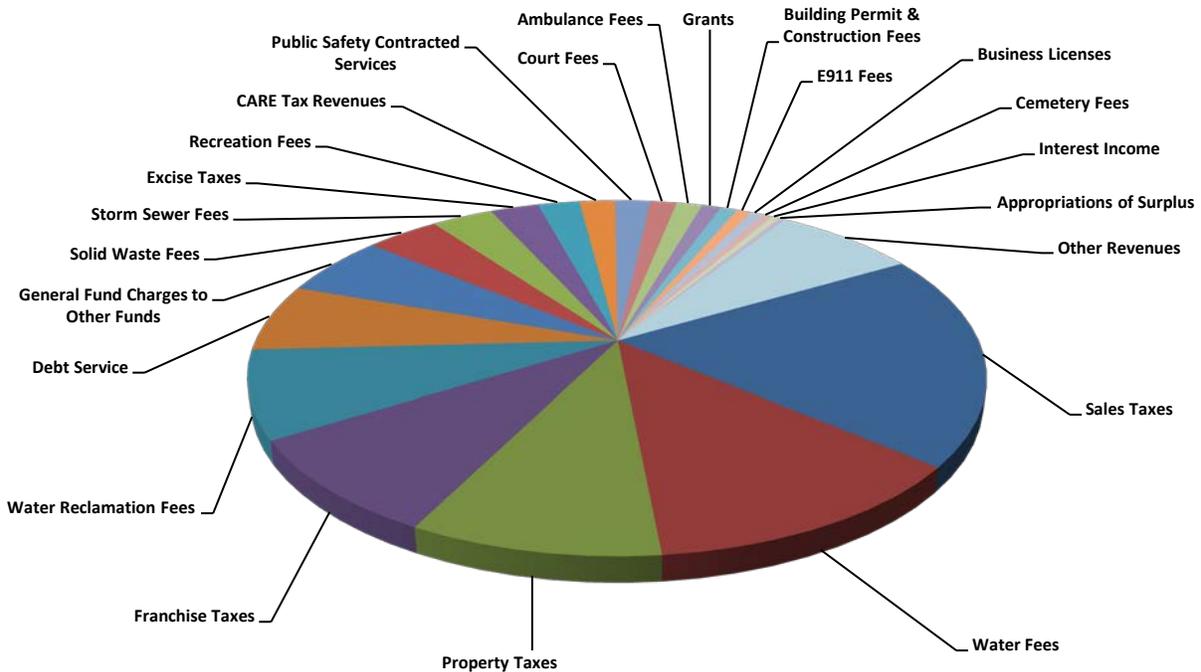
\*\* General Fund operational goal is based on 18% of net budgeted revenues or the actual balance of the reserve, whichever is lower. The operational goal for all other funds is based upon need.

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**CITY-WIDE MAJOR REVENUE SOURCES**

<b>REVENUE DESCRIPTION</b>	<b>AMOUNT</b>	<b>PERCENT</b>
Sales Taxes	\$ 17,000,000	19.48%
Water Fees	10,753,000	12.32%
Property Taxes	7,903,950	9.06%
Franchise Taxes	7,600,000	8.71%
Water Reclamation Fees	6,919,851	7.93%
Debt Service	5,397,911	6.18%
General Fund Charges to Other Funds	4,947,041	5.67%
Solid Waste Fees	3,377,600	3.87%
Storm Sewer Fees	2,850,000	3.27%
Excise Taxes	2,250,000	2.58%
Recreation Fees	1,944,400	2.23%
CARE Tax Revenues	1,670,000	1.91%
Public Safety Contracted Services	1,641,681	1.88%
Court Fees	1,230,500	1.41%
Ambulance Fees	1,204,000	1.38%
Grants	891,313	1.02%
Building Permit & Construction Fees	789,500	0.90%
E911 Fees	650,000	0.74%
Business Licenses	590,000	0.68%
Cemetery Fees	465,000	0.53%
Interest Income	371,000	0.43%
Appropriations of Surplus	282,000	0.32%
Other Revenues	6,557,142	7.51%
<b>TOTAL</b>	<b>\$ 87,285,889</b>	<b>100.00%</b>

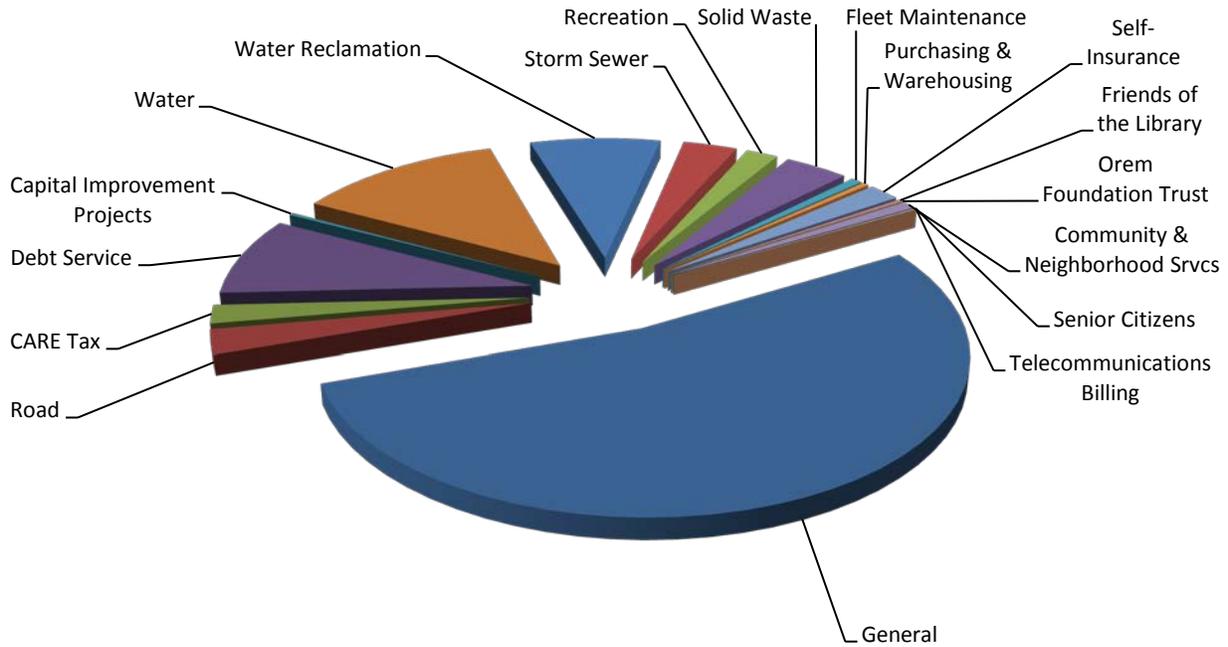


**CITY OF OREM  
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**FISCAL YEAR 2013-2014**

**CITY-WIDE EXPENDITURES BY FUND**

<b>FUND</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>	<b>PERCENT</b>
General	\$ 31,387,034	\$ 14,241,911	\$ 658,500	\$ 46,287,445	53.0%
Road	52,661	838,100	1,369,239	2,260,000	2.6%
CARE Tax	-	1,700,000	-	1,700,000	1.9%
Debt Service	-	7,331,861	-	7,331,861	8.4%
Capital Improvement Projects	-	43,616	196,384	240,000	0.3%
Water	1,954,367	8,181,227	768,437	10,904,031	12.5%
Water Reclamation	2,189,784	4,177,399	587,668	6,954,851	8.0%
Storm Sewer	704,727	1,601,051	574,522	2,880,300	3.3%
Recreation	1,149,143	545,357	-	1,694,500	1.9%
Solid Waste	-	3,329,371	50,229	3,379,600	3.9%
Fleet Maintenance	369,478	215,522	-	585,000	0.7%
Purchasing & Warehousing	246,690	93,310	-	340,000	0.4%
Self-Insurance	85,013	1,579,987	-	1,665,000	1.9%
Friends of the Library	-	240,000	-	240,000	0.3%
Orem Foundation Trust	-	12,000	-	12,000	0.0%
Community & Neighborhood Services	146,712	531,589	40,000	718,301	0.8%
Senior Citizens	-	53,000	-	53,000	0.1%
Telecommunications Billing	-	40,000	-	40,000	0.0%
<b>CITY TOTALS</b>	<b>\$ 38,285,609</b>	<b>\$ 44,755,301</b>	<b>\$ 4,244,979</b>	<b>\$ 87,285,889</b>	<b>100.0%</b>
<b>CITY PERCENT</b>	<b>43.9%</b>	<b>51.3%</b>	<b>4.9%</b>	<b>100.0%</b>	



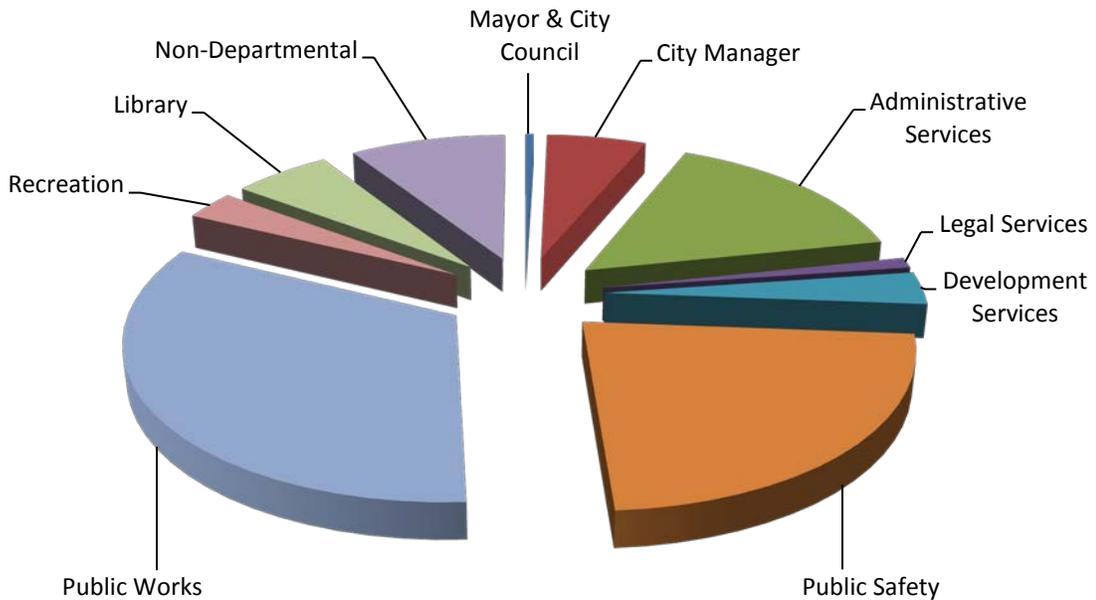
**CITY OF OREM  
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**CITY-WIDE EXPENDITURES BY DEPARTMENT**

<u>DEPARTMENT</u>	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>	<u>PERCENT</u>
Mayor and City Council	\$ 232,969	\$ 185,506	\$ -	\$ 418,475	0.5%
City Manager *	956,733	4,073,160	90,229	5,120,122	5.9%
Administrative Services	2,970,892	10,457,955	-	13,428,847	15.4%
Legal Services	818,940	115,550	-	934,490	1.1%
Development Services	2,168,921	787,814	-	2,956,735	3.4%
Public Safety	17,506,753	2,477,292	-	19,984,045	22.9%
Public Works	9,039,460	16,242,737	3,514,750	28,796,947	33.0%
Recreation	1,788,586	784,870	40,000	2,613,456	3.0%
Library	2,541,455	2,464,967	-	5,006,422	5.7%
Non-Departmental	260,900	7,165,450	600,000	8,026,350	9.2%
<b>CITY TOTALS</b>	<b>\$ 38,285,609</b>	<b>\$ 44,755,301</b>	<b>\$ 4,244,979</b>	<b>\$ 87,285,889</b>	<b>100.0%</b>
<b>CITY PERCENTS</b>	<b>43.9%</b>	<b>51.3%</b>	<b>4.9%</b>	<b>100.0%</b>	

\* Expenditures of the Solid Waste Fund (\$3,379,600) are included within the City Manager's department since this contract is managed by the Assistant City Manager.



**CITY OF OREM  
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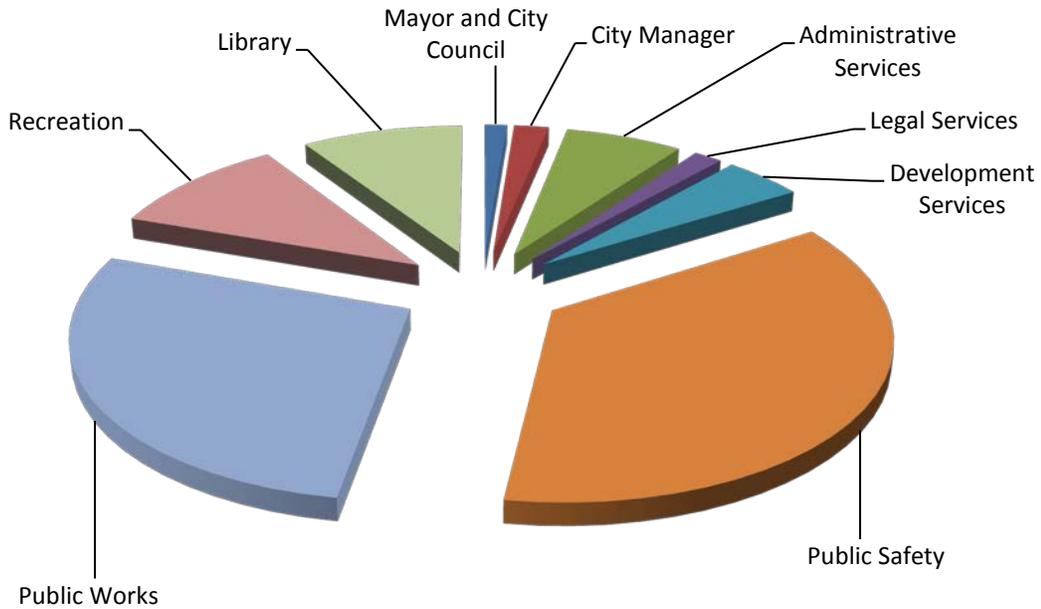
FISCAL YEAR 2013-2014

**CITY-WIDE STAFFING LIST BY DEPARTMENT**

<b>DEPARTMENT</b>	<b>FULL-TIME</b>	<b>PART-TIME</b>	<b>PART-TIME NON-BENEFITTED (FTE*)</b>	<b>TOTAL</b>	<b>PERCENT</b>
Mayor and City Council **	-	7	-	7	1.3%
City Manager	8	1	2	11	2.0%
Administrative Services	32	4	1	37	6.7%
Legal Services	7	1	1	9	1.6%
Development Services	23	1	1	25	4.6%
Public Safety	182	2	15	199	36.2%
Public Works	102	1	50	153	27.9%
Recreation	11	-	46	57	10.4%
Library	23	13	15	51	9.3%
<b>CITY TOTALS</b>	<b>388</b>	<b>30</b>	<b>131</b>	<b>549</b>	<b>100.0%</b>
<b>CITY PERCENTS</b>	<b>70.7%</b>	<b>5.5%</b>	<b>23.9%</b>	<b>100.0%</b>	

\* 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 an apples to apples 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 \$200,000.

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.

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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 SEWER</u>	
South Jordan	\$82.29	American Fork	\$48.15	Pleasant Grove	\$10.11
Ogden	\$77.10	Pleasant Grove	\$43.65	South Jordan	\$8.50
American Fork <sup>1</sup>	\$67.56	Lehi	\$40.00	Ogden	\$7.10
Sandy	\$66.71	Lindon	\$37.14	Spanish Fork	\$6.42
Pleasant Grove <sup>1</sup>	\$53.45	Springville	\$28.39	American Fork	\$6.00
West Jordan	\$51.53	<b>AVERAGE CITY</b>	<b>\$26.71</b>	Sandy	\$6.00
Spanish Fork <sup>1</sup>	\$50.73	Payson	\$26.29	<b>AVERAGE CITY</b>	<b>\$5.63</b>
<b>AVERAGE CITY</b>	<b>\$50.39</b>	West Jordan	\$25.21	Payson	\$5.26
West Valley	\$49.60	South Jordan	\$25.00	<b>OREM</b>	<b>\$5.00</b>
Lindon <sup>1</sup>	\$45.47	Spanish Fork	\$23.70	Lindon	\$4.75
Lehi <sup>1</sup>	\$39.36	<b>OREM</b>	<b>\$22.10</b>	Provo	\$4.63
Payson <sup>1</sup>	\$38.76	West Valley	\$18.00	Layton	\$4.60
Layton	\$36.79	Provo	\$17.00	Springville	\$4.36
Springville	\$36.25	Layton	\$15.95	Lehi	\$4.00
Provo	\$30.89	Sandy	\$15.51	West Valley	\$4.00
<b>OREM</b>	<b>\$29.31</b>	Ogden	\$14.61	West Jordan	\$3.65

**AVERAGE MONTHLY UTILITY FEES/AVERAGE TAX RATES**

<u>GARBAGE</u>		<u>PROPERTY TAX</u>		<u>FRANCHISE TAX ***</u>	
Ogden	\$18.29	West Valley	0.004857	American Fork	6.00%
Sandy	\$13.45	Ogden	0.003498	Layton	6.00%
West Valley	\$13.30	Provo	0.003032	Lindon	6.00%
West Jordan	\$13.26	American Fork	0.002812	Lehi	6.00%
Provo	\$12.50	West Jordan	0.002674	Ogden	6.00%
Lehi	\$12.00	Lehi	0.002585	<b>OREM</b>	<b>6.00%</b>
Springville	\$11.75	<b>AVERAGE CITY</b>	<b>0.002438</b>	Payson	6.00%
<b>AVERAGE CITY</b>	<b>\$11.70</b>	South Jordan	0.002376	Provo	6.00%
Layton	\$10.70	Pleasant Grove	0.002315	Sandy	6.00%
Pleasant Grove	\$10.61	Springville	0.002190	South Jordan	6.00%
Payson	\$10.52	Lindon	0.002107	Spanish Fork	6.00%
<b>OREM</b>	<b>\$10.50</b>	Layton	0.002084	Springville	6.00%
American Fork	\$10.00	<b>OREM</b>	<b>0.001921</b>	West Jordan	6.00%
South Jordan	\$9.70	Sandy	0.001520	West Valley	6.00%
Lindon	\$9.58	Payson	0.001380	<b>AVERAGE CITY</b>	<b>5.94%</b>
Spanish Fork	\$9.36	Spanish Fork	0.001221	Pleasant Grove	5.10%

\* Based on the City of Orem average residential use of 28,000 gallons per month with a 3/4 inch meter. If a city has pressurized irrigation, a mix of 12,000 gallons of culinary water to 16,000 gallons of pressurized irrigation (secondary) water was utilized.

\*\* 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.

<sup>1</sup> This city has pressurized irrigation (secondary) watering for all or a majority of its residents. For cities that charge varying secondary rates in the summer and winter, a distribution of 19,000 gallons in the summer and 9,000 gallons in the winter was used. For cities that charge varying secondary rates based on lot size, an average lot size of 0.33 acres was used.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**ESTIMATED FEE & TAX IMPACT ON AVERAGE HOME**

<b>CITY</b>	<b>AVERAGE WATER</b>	<b>AVERAGE SEWER</b>	<b>AVERAGE STORM SEWER</b>	<b>AVERAGE GARBAGE</b>	<b>TOTAL UTILITIES</b>	<b>AVG. HOME PROPERTY TAX PER MO. *</b>	<b>TOTAL TAX &amp; FEE PER MO. AVERAGE</b>
American Fork <sup>1</sup>	\$67.56	\$48.15	\$6.00	\$10.00	<b>\$131.71</b>	\$25.78	<b>\$157.49</b>
Ogden	\$77.10	\$14.61	\$7.10	\$18.29	<b>\$117.10</b>	\$32.07	<b>\$149.17</b>
South Jordan	\$82.29	\$25.00	\$8.50	\$9.70	<b>\$125.49</b>	\$21.78	<b>\$147.27</b>
Pleasant Grove <sup>1</sup>	\$53.45	\$43.65	\$10.11	\$10.61	<b>\$117.82</b>	\$21.22	<b>\$139.04</b>
West Valley	\$49.60	\$18.00	\$4.00	\$13.30	<b>\$84.90</b>	\$44.52	<b>\$129.42</b>
Lehi <sup>1</sup>	\$39.36	\$40.00	\$4.00	\$12.00	<b>\$95.36</b>	\$23.70	<b>\$119.06</b>
West Jordan	\$51.53	\$25.21	\$3.65	\$13.26	<b>\$93.65</b>	\$24.51	<b>\$118.16</b>
<b>AVERAGE CITY</b>	<b>\$50.39</b>	<b>\$26.71</b>	<b>\$5.63</b>	<b>\$11.70</b>	<b>\$94.43</b>	<b>\$22.35</b>	<b>\$116.78</b>
Lindon <sup>1</sup>	\$45.47	\$37.14	\$4.75	\$9.58	<b>\$96.94</b>	\$19.31	<b>\$116.25</b>
Sandy	\$66.71	\$15.51	\$6.00	\$13.45	<b>\$101.67</b>	\$13.93	<b>\$115.60</b>
Spanish Fork <sup>1</sup>	\$50.73	\$23.70	\$6.42	\$9.36	<b>\$90.21</b>	\$11.19	<b>\$101.40</b>
Springville	\$36.25	\$28.39	\$4.36	\$11.75	<b>\$80.75</b>	\$20.08	<b>\$100.83</b>
Payson	\$38.76	\$26.29	\$5.26	\$10.52	<b>\$80.83</b>	\$12.65	<b>\$93.48</b>
Provo	\$30.89	\$17.00	\$4.63	\$12.50	<b>\$65.02</b>	\$27.79	<b>\$92.81</b>
Layton	\$36.79	\$15.95	\$4.60	\$10.70	<b>\$68.04</b>	\$19.10	<b>\$87.14</b>
<b>OREM <sup>2</sup></b>	<b>\$29.31</b>	<b>\$22.10</b>	<b>\$5.00</b>	<b>\$10.50</b>	<b>\$66.91</b>	<b>\$17.61</b>	<b>\$84.52</b>

\* Assumes \$200,000 home taxed at 55.0% of market value.

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

<sup>2</sup> The City of Orem includes two free transfer station passes.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**CITY OF OREM  
STATEMENT OF INDEBTEDNESS**

<u>TYPE &amp; NAME OF INDEBTEDNESS</u>	<u>INTEREST RATES</u>	<u>FISCAL YEAR OF COMPLETION</u>	<u>TOTAL AMOUNT ISSUED</u>	<u>PRINCIPAL BALANCE JUNE 30, 2013</u>	<u>FISCAL YEAR 2013-2014 PAYMENTS</u>
<b>General Obligation Bonds</b>					
General Obligation Refunding Bonds, Series 2004	3.0% to 4.0%	2016-2017	\$ 3,975,000	\$ 1,740,000	\$ 470,250
General Obligation Road Bonds, Series 2005	3.5% to 5.0%	2024-2025	8,985,000	6,320,000	690,759
General Obligation Road Bonds, Series 2006	3.625% to 5.0%	2024-2025	5,515,000	3,995,000	426,716
General Obligation Refunding Bonds, Series 2009	2.75% to 5.0%	2018-2019	2,865,000	1,845,000	344,525
			<u>21,340,000</u>	<u>13,900,000</u>	<u>1,932,250</u>
<b>Revenue Bonds</b>					
Water Quality Revenue Bonds, Series 1993	3.50%	2014-2015	3,500,000	467,757	246,380
Canyon River Special Improvement District, Series 2001	5.00%	2015-2016	3,680,000	605,000	220,250
Water & Storm Sewer Revenue Bonds, Series 2005A	3.5% to 5.25%	2025-2026	17,390,000	12,985,000	1,330,850
Water Revenue Bonds, Series 2005B	1.48%	2025-2026	3,000,000	2,048,000	174,310
Sales Tax Revenue Refunding Bonds, Series 2007	3.8% to 5.0%	2022-2023	5,720,000	5,595,000	265,274
Water & Storm Sewer Revenue Bonds, Series 2008	3.25% to 5.25%	2028-2029	5,590,000	5,350,000	346,063
Midtown Village Special Improvement District, Series 2009	Variable	2028-2029	3,943,000	3,074,000	275,034
Franchise Tax Revenue Refunding Bonds, Series 2010	2.125% to 5.125%	2017-2018	4,375,000	2,850,000	683,219
Sewer Revenue (Taxable) Bonds, Series 2010	0.00%	2031-2032	11,889,000	11,295,000	594,000
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	1,765,000	221,788
Sales Tax Revenue Refunding Bonds, Series 2012	1.50%	2014-2015	1,814,000	1,093,000	831,395
			<u>62,816,000</u>	<u>47,127,757</u>	<u>5,188,563</u>
<b>Lease / Purchase Obligations</b>					
Server Acquisition Lease/Purchase - Model 515 - 2008	4.19% to 4.44%	2013-2014	34,977	2,575	2,598
Server Acquisition Lease/Purchase - Model 720 - 2011	2.13% to 3.52%	2013-2014	73,078	16,724	16,884
Fire Engine Acquisition Lease/Purchase - 2012	2.225%	2018-2019	525,147	459,000	93,746
			<u>633,202</u>	<u>478,299</u>	<u>113,228</u>
<b>Other</b>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	209,667	33,615
Section 108 Housing & Urban Development Loan - 2006	Variable	2025-2026	1,320,000	935,000	106,517
			<u>1,711,000</u>	<u>1,144,667</u>	<u>140,132</u>
<b>Grant Total - All Indebtedness</b>			<b><u>\$ 86,500,202</u></b>	<b><u>\$ 62,650,723</u></b>	<b><u>\$ 7,374,173</u></b>

**TYPE & NAME OF INDEBTEDNESS**

**PURPOSE OF BOND**

**General Obligation Bonds**

General Obligation Refunding Bonds, Series 2004  
General Obligation Road Bonds, Series 2005  
General Obligation Road Bonds, Series 2006  
General Obligation Refunding Bonds, Series 2009

Refunded 1997 General Obligation Road Construction Bonds.  
Road and sidewalk construction and reconstruction.  
Road and sidewalk construction and reconstruction.  
Refunded 1998 General Obligation Road Construction Bonds.

**Revenue Bonds**

Water Quality Revenue Bonds, Series 1993  
Canyon River Special Improvement District, Series 2001  
Water & Storm Sewer Revenue Bonds, Series 2005A  
Water Revenue Bonds, Series 2005B  
Sales Tax Revenue Refunding Bonds, Series 2007  
Water & Storm Sewer Revenue Bonds, Series 2008  
Midtown Village Special Improvement District, Series 2009  
Franchise Tax Revenue Refunding Bonds, Series 2010  
  
Sewer Revenue (Taxable) Bonds, Series 2010  
Northgate Special Improvement District, Series 2010  
Sales Tax Revenue Refunding Bonds, Series 2012

Treatment plant expansion.  
Infrastructure construction in a special improvement district.  
Water tank construction and water and storm sewer line projects.  
Water line projects.  
Partially refunded the 2002 Sales Tax Revenue Bonds.  
Water and storm sewer line projects.  
Infrastructure construction in a special improvement district.  
Refunded the Municipal Building Authority bonds used for the library addition and cemetery and Nielsen's Grove land purchases.  
Treatment plant expansion.  
Infrastructure construction in a special improvement district.  
Refunded the remaining 2002 Sales Tax Revenue Bonds.

**Lease / Purchase Obligations**

Server Acquisition Lease/Purchase - Model 515 - 2008  
Server Acquisition Lease/Purchase - Model 720 - 2011  
Fire Engine Acquisition Lease/Purchase - 2012

Purchase of new server.  
Purchase of new server.  
Purchase of new fire engine.

**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 2013-2014**

**COMMUNITY PROFILE**

**CITY IN GENERAL**

The City of Orem was incorporated in 1919.

The high point in the City is 5,232 feet above sea level (upper water tank). The low point is 4,494 feet above sea level (Spring Water Park). The elevation at State Street and Center Street is 4,771.7 feet above sea level.

At Center and State Street, West Longitude is 111 degrees 41 37", North Latitude is 40 degrees 17 50". The City is 18.24 square miles, or 11,677 acres.

Based on the March 2013 estimate, the population was 89,393, an increase of 1,065 residents over the 2010 census count of 88,328.

Based on the 2010 census, the population was 88,328 representing a 4.7% growth over the 2000 census count of 84,324.

Based on the 2010 census, 27,337 people, or 30.9% of city residents were under age 18.

The taxable value of all property in the City of Orem for the tax year 2012 was \$4,273,495,983.

In 2011, the mean per household Adjusted Gross Income (AGI) was \$52,773, with a mean exemption of 3.0 members per household and a mean per capita AGI of \$17,466 (<http://tax.utah.gov/esu>).

The average per house cost of city services for 2011 was \$166.82 per month.

There are 23 public schools in the City:

- 4 High Schools
- 3 Junior High Schools
- 16 Elementary Schools

There is one university, Utah Valley University (UVU), which has an enrollment of nearly 33,000 students and is now one of the largest institutions of higher learning in Utah.

In the CQ Press *City Crime Rankings 2011 – 2012*, the City of Orem was recognized as the 20<sup>th</sup> safest city overall of the 405 U.S. cities listed in the survey and safest Utah city.

**STREETS**

There are 270 centerline miles of streets in the City. The State of Utah owns 19 miles, 14 miles are privately owned and the City owns and maintains the remaining 237 miles.

In 2012, City crews laid over 5,200 tons of asphalt, repairing potholes, patching trenches and gutter lines, leveling lows, and replacing failed areas.

Over 3.5 miles of streets were reconstructed or overlaid, 19 miles were crack sealed and 18 miles were slurry sealed.

The City maintains approximately 500 miles of sidewalk and gutter, including over 4,300 Americans with Disabilities Act (ADA) ramps.

City crews installed and replaced over 9,000 lineal feet of sidewalk and gutter, including 57 ADA ramps.

**TRAFFIC**

State Street is the busiest street in Orem. Over 62,000 average daily trips (ADT) are made by the traveling public. Other busy streets and associated ADT's are shown below:

- University Parkway – 56,000
- 800 North – 35,500
- Center Street – 34,500
- 800 East – 21,500
- 1600 North – 21,500
- 800 South – 18,500
- Geneva Road – 17,000
- 1200 West – 14,000
- 400 North – 13,000
- Orem Boulevard – 12,000
- 400 South – 11,000
- 400 West – 8,500
- 1200 South – 8,000

The City maintains over 235,500 feet of fiber optic interconnect cable that connects all of the signals for coordination and for communication to city buildings and facilities.

Each year, the City uses 7,300 gallons of paint to stripe the city's streets.

The City maintains 22.8 miles of bike lanes.

There are 5,157 lights located on public streets and 204 lights located at City parks and facilities.

There are 73 signalized intersections in Orem. The City maintains 34 (two of which are the new HAWK signals) and UDOT maintains 39 intersections.

There are 7,616 street address signs maintained by the City.

The City maintains 3,170 traffic signs, which includes 1,224 stop and yield signs, 357 speed limit signs, 625 school crossing signs, and 174 no parking signs.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**COMMUNITY PROFILE**

**PARKS**

There are 22 city parks, 29 parkways and boulevards and other miscellaneous grounds incorporating a total of 304 acres. Within the city parks there are:

- 55 Pavilions
- 27 Tennis Courts
- 26 Restrooms
- 24 Soccer Fields
- 18 Playgrounds
- 16 Ball Fields
- 5 Miles of Walking Track
- 5 Basketball Courts

Twenty-five percent (25%) of the park & parkway grounds are watered utilizing a computerized turf irrigation system.

There are two undeveloped parks, Canyon Cove and Southwest Park, totaling 11 acres.

The Park Section maintains the grounds around four city buildings (City Center, Senior Friendship Center, Fitness Center and Public Works). There is a total of 16.4 acres with 7 acres of turf and 9 acres of non-turf area.

The Park Section also maintains Orem's portion, 5 miles, of the Bonneville Shoreline Trail and its Orem trail head.

The City owns 175 acres of property that is operated by a private entity (Sleepy Ridge Golf Course) as an 18-hole municipal golf course.

The City also owns 54 acres of property that is a portion of an 18-hole golf course operated by a private entity (Cascade Golf Course).

It takes over 65,000 man hours to maintain the total acreage. During an average year, park crews will mow approximately 15,000 acres of turf, apply 52 tons of fertilizers, clean 10,000 restrooms, pick up 113,000 garbage cans including 6,000 tons of litter, plant over 27,000 bulbs and 15,000 flowers, and prepare for approximately 1,000 pavilion reservations. During the winter, park crews clear nearly 30 miles of sidewalks and walking tracks after each snow storm.

In 2012, there were 286 volunteer projects in which volunteers contributed over 6,860 hours of labor.

**URBAN FORESTRY**

The City owns and cares for 5,885 trees with a value of over \$10.9 million. The City maintains around 255 different varieties of trees at 61 different locations throughout the City.

The City received the Tree City USA award for the 20<sup>th</sup> consecutive year in 2012.

**CEMETERY**

The cemetery has 39 acres of developed land. Currently, 22 acres are currently being used for cemetery operations while 17 acres of land are currently being used as a multi-purpose recreational field until such time it is needed for cemetery operations.

The potential burial capacity of the 39 acres in the cemetery is 33,458 graves; 22,458 in the upper area and 11,000 in the lower area. There are 4,480 burial lots that are unusable in the upper area because of trees, roadways, sprinklers, the veterans' memorial, etc. leaving a potential capacity of 17,978 burial lots.

As of December 31, 2012, 13,898 burial lots have been sold, leaving a balance of just over 3,700 lots available in the upper area (includes two areas not yet blocked out). There are 7,683 people interred in the cemetery.

In 2012, there were 303 people interred in the cemetery and 350 burial lots sold.

**WATER**

In 2012, residents of the City used an average of 239 gallons of water per person per day. The highest per capita usage was observed in the month of July at 494 gallons per person per day and the lowest was in the month of December at 110 gallons per person per day.

The highest water usage day in 2011 was July 22<sup>nd</sup> with 51.51 million gallons and lowest usage day was November 7<sup>th</sup> with 7.27 million gallons.

In 2012, Orem produced 8.45 billion gallons of culinary drinking water. The highest usage year in the history of the City was in 2001 at 9.8 billion gallons of water.

The City currently maintains over 475 miles of water main and service lines and there are approximately 21,800 connections to the water system.

The City supplies water from wells (24%), springs (18%), and surface water (58%), which includes Deer Creek Reservoir, Jordanelle Reservoir and the Provo River.

**WATER RECLAMATION**

In 2012, the Orem Water Reclamation Facility treated an average of 7.89 million gallons of sewage per day.

The Wastewater Pretreatment Program issued 340 pretreatment permits in 2011.

The City currently maintains more than 284 miles of sewer lines.

The Wastewater Collections Group cleaned over 187 miles of sewer mains and video inspected more than 23 miles of sewer mains in 2012.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**COMMUNITY PROFILE**

**STORM SEWER**

The storm sewer system consists of:

- 2,532 Catch Basins
- 1,729 Sumps
- 1,321 Manholes
- 73 Miles of Ditches and Pipes
- 34 Detention Basins
- 28 Diversion Structures

There are 86 miles of irrigation ditches in the City.

City street sweeping crews swept nearly 8,500 miles of streets picking up over 2,500 cubic yards of debris in 2012.

**FLEET**

Fleet Services maintains 324 licensed vehicles and 589 large, medium and small pieces of off-road equipment ranging from weed trimmers, lawn mowers, tractors and backhoes to front-end loaders, generators and compressors.

In a typical year, Fleet Services will perform over 500 vehicle safety inspections (most vehicles are inspected every 6 months).

The City's fleet of vehicles traveled over 2,050,000 miles in 2012.

In an average year, the fleet consumes over 240,000 gallons of fuel (gasoline and diesel). Total cost for fuel for 2012 was \$785,848. August was the highest month using over 25,000 gallons of fuel.

**LIBRARY**

The Library is open 69 hours each week and serves the community with an excellent collection of books and non-print media, reference and advisory services, cultural programs, and exhibits.

The Library maintains and exhibits the City's permanent art collection, supports the activities of the Orem Arts Council, and manages the performance season at the Stage at City Center Park.

The Library collection has over 329,000 items, including over 100,000 children's books, 134,000 fiction and nonfiction books, 42,000 CDs, 33,000 videos and 1,900 maps.

The Library has 69,170 registered patrons.

Annual circulation is at 1.2 million items, or a per capita circulation of 13.5 items. The Library is among the top 10% nationwide for circulation per capita.

For Fiscal Year 2011-2012, the number of patrons entering the Library was 493,308.

There were over 62,500 patrons who attended cultural programs.

In 2012, over 43,000 people attended the annual Timpanogos Storytelling Festival and midwinter events.

Library services and programs received the benefit of over 12,000 hours of volunteer service in the Library and at Timpanogos Storytelling Festival events.

Friends and supporters donated over 6,000 books and non-print items that were added to the collection.

Staff and volunteers repaired over 10,000 books and other non-print media items.

The in-house internet stations were used by over 42,000 patrons during the year.

**RECREATION**

The Fitness Center had an estimated 385,000 user visits in 2012. It currently serves approximately 12,400 active members.

The tenth season of the City of Orem Scera Park Pool saw over 245,000 patrons from Memorial Day to Labor Day. There were over 50 private group parties during the 2012 season.

Approximately 1,500 youth were involved in Tiny Tots T-ball, Coach Pitch, Machine Pitch and Girls Softball.

In 2012, there were approximately 1,100 youth participating in Youth Basketball, Youth Super Hoopsters and Little Hoopsters.

Over 3,950 adults participated in softball at Lakeside Sports Park during 2012.

The aquatics program instructors taught over 3,500 "Learn to Swim" participants during 2012.

Land and water aerobics had over 78,250 patrons in 2012.

In 2012, there were over 1,000 park pavilion reservations taken.

There were 68 weddings scheduled and held in Orem parks during the summer season of 2012.

There are over 2,500 current memberships on file at the Orem Senior Friendship Center.

There were approximately 34,000 hot luncheon meals served to city senior citizens at the Orem Senior Friendship Center.

There were over 10,500 volunteer hours served by senior citizens to various programs at the Orem Senior Friendship Center in 2012.

The Orem Senior Friendship Center offered a variety of classes, including fitness and exercise, line dancing, Tai Chi, water color, ceramics, home health care, AARP Defensive Driving, and wood shop.

Over 60 trips for close to 1,400 seniors were hosted in 2012.

There were 165 income tax returns prepared for seniors by AARP volunteers.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**COMMUNITY PROFILE**

**PUBLIC SAFETY**

Public Safety responded to more than 56,000 calls for service in 2012.

Police Officers made nearly 13,700 traffic stops and issued approximately 10,000 citations.

There were over 3,200 auto accidents investigated, including over 400 injury accidents and 2 with fatalities.

The department made over 4,000 arrests in 2012.

There were over 1,600 theft crimes reported.

There were 2 homicides in 2012.

Fire and Medical Services personnel responded to over 5,000 calls.

More than 6,000 people attended the annual fire prevention open house.

Fire Inspectors conducted approximately 1,500 business and construction inspections.

**LEGAL SERVICES**

Among the thousands of legal cases the Legal Services Department prosecuted during 2012, there were:

- 115 DUI's
- 221 Domestic Violence Assaults
- 74 "Other" Category Assaults
- 67 Domestic Violence Criminal Mischiefs
- 47 "Other" Category Criminal Mischiefs
- 44 Violation of Protective Order & Stalking Injunctions
- 409 Retail & Other Thefts
- 67 Disorderly Conducts
- 304 Alcohol Related Crimes
- 401 Drug Related Crimes
- 47 Assault On/Interference with a Police Officer
- 8 Auto Burglaries
- 292 Animal Problems

The most common charges filed were traffic violations which included over 1,400 cases of driving without insurance or proof of insurance.

**DEVELOPMENT SERVICES**

There were 4,076 businesses licensed in the City of Orem in 2012. Of these businesses, 2,405 were commercial and 1,671 were home occupation.

As of December 2012, there were over 16,250 occupied single family homes and over 9,750 occupied multiple units (including condominiums), for a total exceeding 26,000 dwelling units in the city.

There were over 4,700 building inspections completed during 2012.

There were over 900 building permits issued in 2012 with an estimated value exceeding \$75,000,000.

**FACILITIES**

The Facilities Section maintains eight buildings encompassing approximately 200,000 square feet of floor space.

Employees are still assuming most of the day-to-day chores, e.g. vacuuming, mopping, dusting and carrying out the trash, resulting in an annual savings of approximately \$115,000.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**GENERAL  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**GENERAL FUND REVENUES**

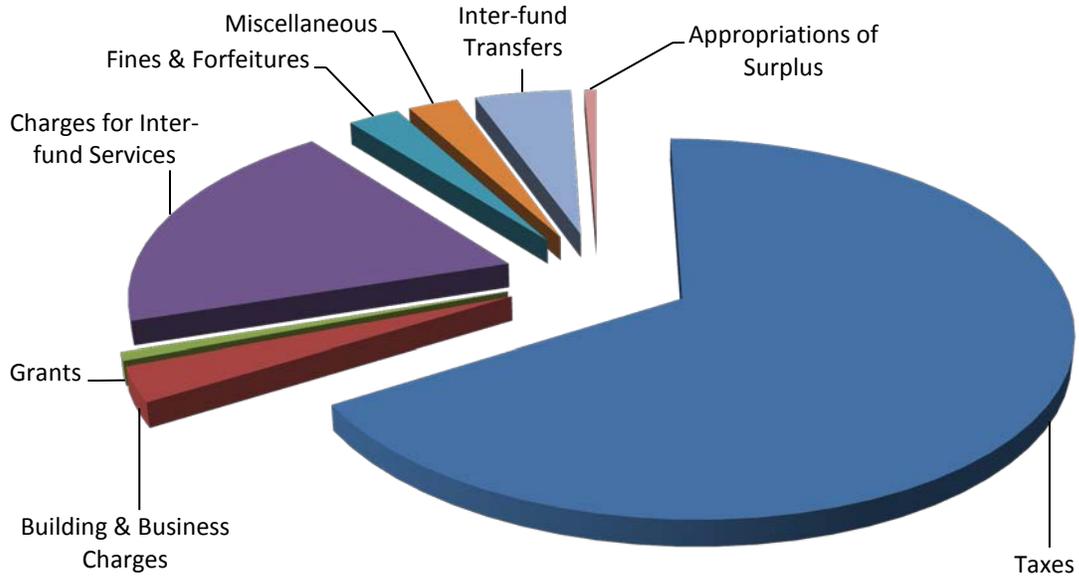
The General Fund is the major operating fund of the City. Its activities are primarily tax supported, although the General Fund does include many charges for services such as building permits and inspections, business licenses, and ambulance services. The General Fund revenues are divided into eight operating types:

<u>Primary Revenue Description</u>	<u>Amount</u>	<u>Percent of Total Revenues</u>
Taxes	\$ 30,660,000	66.24%
Building and Business Services Charges	1,379,500	2.98%
Federal, State and Other Grants	336,313	0.73%
Charges for Inter-fund Services (Administrative), Public Safety, Recreation, and Cemetery Services	8,994,535	19.43%
Fines and Forfeitures	1,202,000	2.60%
Miscellaneous (Interest, Library Charges, etc.)	1,176,126	2.54%
Inter-fund Transfers	2,256,971	4.88%
Appropriations of Surplus	282,000	0.61%
<b>Total</b>	<b><u><u>\$ 46,287,445</u></u></b>	<b><u><u>100.00%</u></u></b>

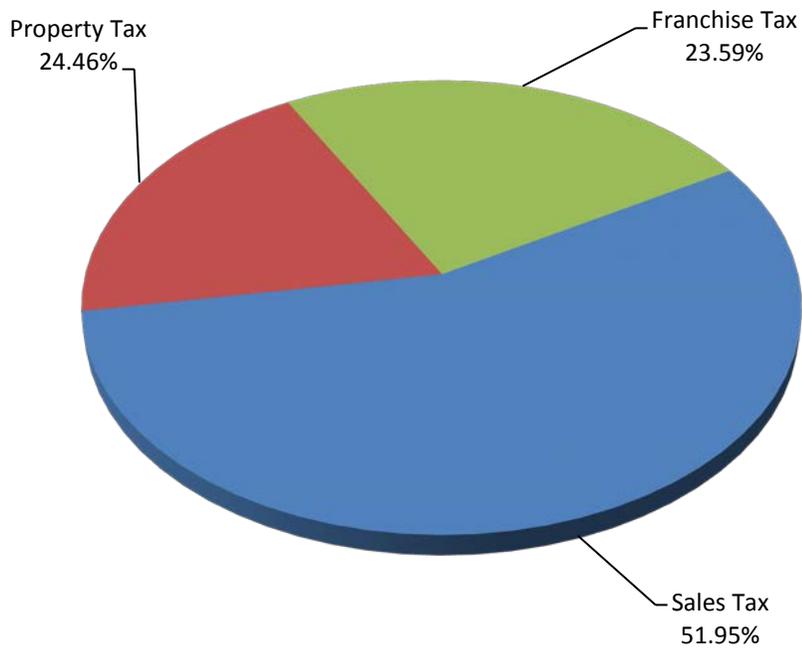
**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**GENERAL FUND REVENUES**



**GENERAL FUND TAXES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**GENERAL FUND REVENUES**

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
<b><u>Taxes</u></b>				
Sales Taxes	\$ 15,538,985	\$ 16,453,749	\$ 16,000,000	\$ 17,000,000
Property Taxes	5,921,907	6,182,288	5,825,557	5,970,000
Franchise Taxes	7,301,383	7,437,757	7,300,000	7,600,000
Transient Room Taxes	87,881	98,878	75,000	90,000
	<u>28,850,156</u>	<u>30,172,672</u>	<u>29,200,557</u>	<u>30,660,000</u>
<b><u>Building &amp; Business Services Charges</u></b>				
Business Licenses & Permits	586,371	583,696	575,000	590,000
Building Permits & Other Related Fees	1,030,294	807,777	608,000	789,500
	<u>1,616,665</u>	<u>1,391,473</u>	<u>1,183,000</u>	<u>1,379,500</u>
<b><u>Federal, State and Other Grants</u></b>				
Grant - Library Development - CLEF	23,700	21,508	8,000	8,000
Grant - Center for Story - U.S. Dept. of Education	-	100,000	-	-
Grant - LEPC	52,114	77,799	79,010	-
Grant - MCTF - JAG/STFG	237,156	619,399	350,000	209,313
Grant - MCTF - HIDTA - July-Dec	91,826	82,417	-	-
Grant - MCTF - HIDTA - Jan-June	67,967	94,421	181,240	-
Grant - Victims of Crime Act (VOCA)	52,779	53,162	40,000	-
Grant - EMS	19,016	10,263	10,022	10,000
Grant - Municipal Recreation Grant	61,866	63,984	40,000	-
Grant - E911 Reimbursement Grant	359,567	-	-	-
Mountainlands Payment	11,677	11,919	13,000	13,000
Liquor Allotment	96,632	88,312	96,400	96,000
Grant - All Other Grants	268,434	118,485	69,384	-
	<u>1,342,734</u>	<u>1,341,669</u>	<u>887,056</u>	<u>336,313</u>
<b><u>Charges for Services</u></b>				
Administration Charge	3,110,926	3,331,570	3,359,138	3,476,254
Fees - Impact Fee Administration	49,642	41,860	35,000	40,000
Fees - Planning	35,162	68,250	25,000	35,000
Fees - Passport Program	45,785	54,403	40,700	41,500
Fees - Utility Billing	590,000	600,000	600,000	600,000
Fees - Traffic School & Police Reports	195,754	163,376	155,000	160,000
Fees - E911 Surcharge	628,956	659,953	625,000	650,000
Task Force Revenues - MCTF	215,055	196,855	181,200	150,000
Fees - Lindon & Vineyard Fire/Dispatch Services	1,460,689	1,460,288	1,499,000	1,469,681
Fees - Ambulance Services	1,475,953	1,390,755	1,505,000	1,204,000
Fees - Police Services - Other	182,224	184,291	171,173	172,000
Fees - Fire Services - Other	32,982	23,237	35,000	24,500
Fees - Justice Court	120,624	140,359	152,500	128,500
Fees - Recreation Programs	306,118	334,112	355,700	323,100
Fees - Cemetery	433,375	448,352	400,000	465,000
Fees - Utility Activation	53,778	55,625	55,000	55,000
	<u>8,937,023</u>	<u>9,153,286</u>	<u>9,194,411</u>	<u>8,994,535</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 10 - 11</u>	<u>ACTUAL FY 11 - 12</u>	<u>BUDGET FY 12 - 13</u>	<u>TENTATIVE BUDGET FY 13 - 14</u>
<b><u>Fines and Forfeitures</u></b>				
Fines - District Court	\$ 289,122	\$ 85,402	\$ 55,000	\$ 25,000
Fines - Nuisance Abatement	600	1,251	-	-
Fines - Parking Tickets	29,374	37,952	40,000	35,000
Fines - Library	70,615	66,678	70,000	65,000
Fines - Justice Court	618,754	1,105,262	1,043,000	1,077,000
	<u>1,008,465</u>	<u>1,296,545</u>	<u>1,208,000</u>	<u>1,202,000</u>
<b><u>Miscellaneous Revenues</u></b>				
Interest and Investment Earnings	95,128	128,172	139,443	187,500
Rental and Lease Revenues	722,348	692,302	724,446	715,876
Sale of Fixed Assets	6,041	46,850	15,000	15,000
Library Sales and Fees	272,694	243,128	234,379	222,250
Miscellaneous Revenues	149,330	554,857	219,042	35,500
Capital Lease Revenues	73,078	524,783	-	-
	<u>1,318,619</u>	<u>2,190,092</u>	<u>1,332,310</u>	<u>1,176,126</u>
<b><u>Inter-fund Transfers</u></b>				
Contributions from Other Funds	2,710,114	2,299,416	2,362,510	2,256,971
	<u>2,710,114</u>	<u>2,299,416</u>	<u>2,362,510</u>	<u>2,256,971</u>
<b><u>Appropriations of Surplus</u></b>				
App Surp - Vehicle & Equipment Replacement	-	-	125,000	125,000
App Surp - C/O Historic Preservation Commission	-	-	2,170	-
App Surp - City Manager Contingency	-	-	125,000	-
App Surp - City Council Contingency	-	-	25,000	-
App Surp - C/O Miscellaneous Accounts	-	-	318,200	-
App Surp - Sub for Santa	-	-	3,000	-
App Surp - C/O Capital Projects	-	-	45,210	-
App Surp - C/O Purchases @ FYE	-	-	84,672	-
App Surp - Library Videos	-	-	71,581	-
App Surp - IT Equipment	-	-	158,125	-
App Surp - Operations	-	-	2,209,660	157,000
	<u>-</u>	<u>-</u>	<u>3,167,618</u>	<u>282,000</u>
<b>FUND TOTALS</b>	<b><u>\$ 45,782,130</u></b>	<b><u>\$ 47,865,152</u></b>	<b><u>\$ 48,510,982</u></b>	<b><u>\$ 46,287,445</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

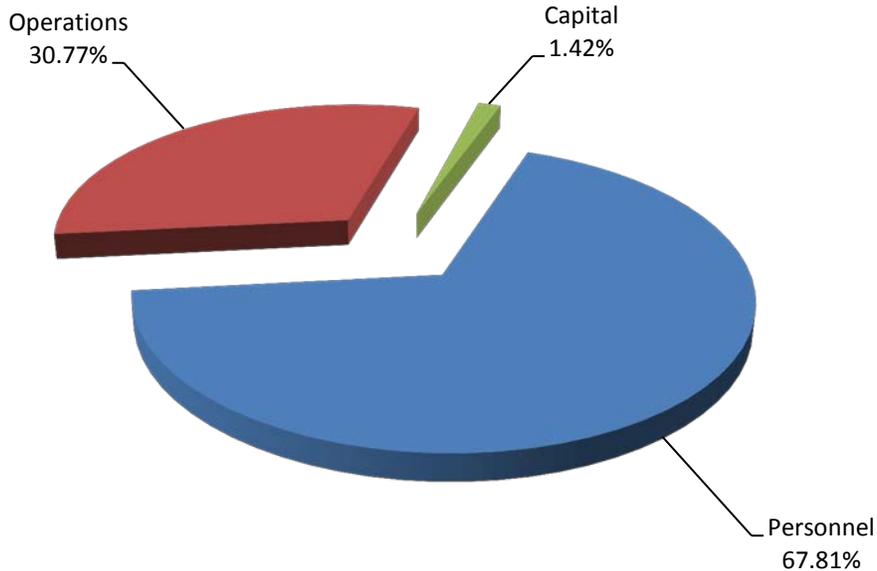
**GENERAL FUND EXPENDITURES**

**Fund Description:** The General Fund is the major operating fund of the City encompassing approximately 55% of all City expenditures. Of this total, approximately 73% 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
- Public Safety
- Public Works
- Recreation
- Library
- Non-Departmental

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

**General Fund  
Expenditures by Category**



**TOTAL BUDGET = \$46,287,445**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**GENERAL FUND**

**BUDGET SUMMARY**

**GENERAL FUND**

**FY 2013 - 2014**

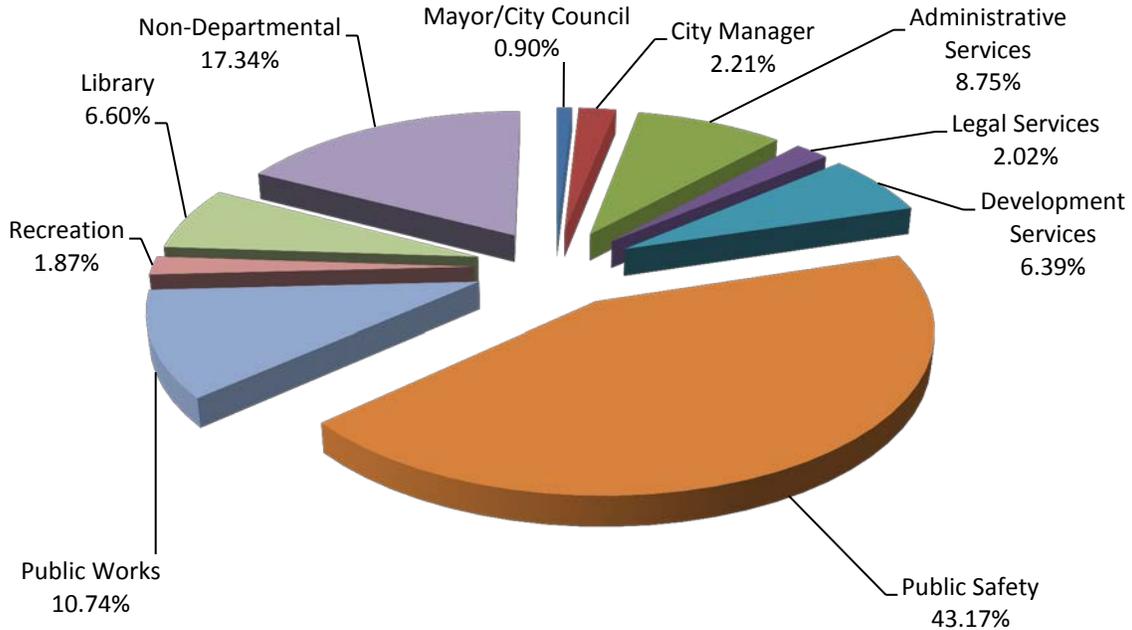
	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Mayor and City Council	7	\$ 232,969	\$ 185,506	\$ -	\$ 418,475
City Manager	7	810,021	212,200	-	1,022,221
Administrative Services	31	2,639,189	1,412,797	-	4,051,986
Legal Services	8	818,940	115,550	-	934,490
Development Services	24	2,168,921	787,814	-	2,956,735
Public Safety	184	17,506,753	2,477,292	-	19,984,045
Public Works	37	3,768,443	1,185,822	18,500	4,972,765
Recreation	5	639,443	186,513	40,000	865,956
Library	36	2,541,455	512,967	-	3,054,422
Non-Departmental **	0	260,900	7,165,450	600,000	8,026,350
<b>TOTALS</b>	<b>339</b>	<b>\$ 31,387,034</b>	<b>\$ 14,241,911</b>	<b>\$ 658,500</b>	<b>\$ 46,287,445</b>

\* Number of benefitted employees

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

**GENERAL FUND**

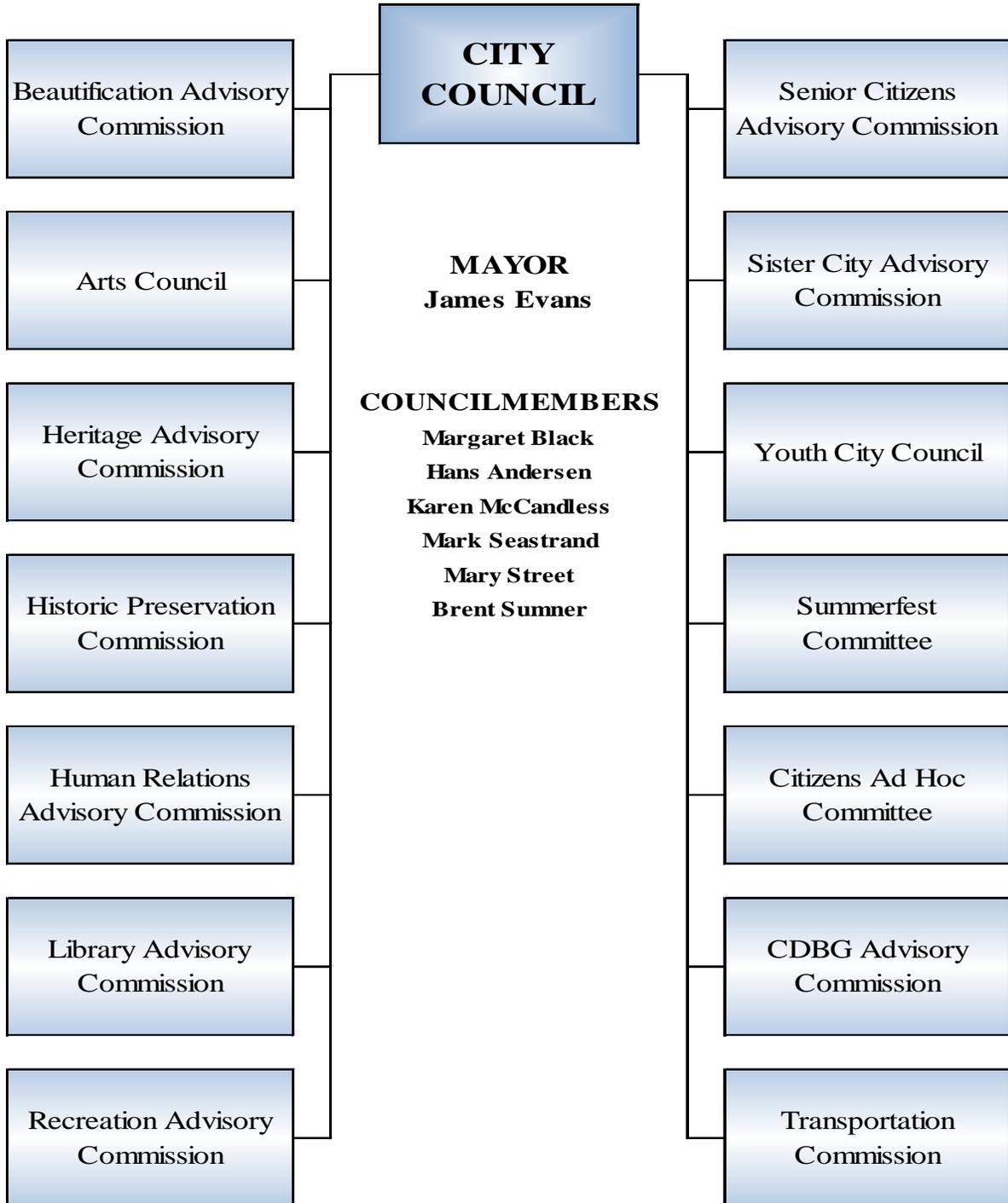
Expenditures by Department



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**MAYOR AND CITY COUNCIL**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**MAYOR AND CITY COUNCIL**

**Description:** The Mayor and City Council are elected to set policy for the City and to provide direction and leadership. This department includes the following divisions:

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

**Major Accomplishments:**

- Worked closely with Mountainland Association of Governments (MAG), the Utah Department of Transportation (UDOT), and the Utah Transit Authority (UTA) on major transportation projects in Orem including the reconstruction of I-15 from American Fork to Payson, widening of Geneva Road through Orem, the FrontRunner commuter rail system extending from Orem to Ogden, and the future development of the Lakeview Parkway.
- Completed sixth round of grants using Cultural Arts and Recreation Enhancement (CARE) Tax.
- Presented a very successful SummerFest Celebration.
- Continued with a series of budget adjustments in an effort to balance the budget in a very difficult economic environment.
- Completed expansion of the water reclamation plant using money from a 0% interest rate loan.

**Challenges addressed in this budget:**

- A balanced budget is provided during an ongoing difficult financial environment and in anticipation of a November 2013 property tax referendum.

**Impacts on City Programs and Operations due to reduced budget revenues:**

- Greater reliance on community sponsorships for SummerFest.
- Funding for the Youth City Council, Arts Council, Transportation Commission and Historic Preservation Commission is maintained.
- Funding for the annual Volunteer Appreciation activity is maintained.
- Construction of Fire Station #4 slated for Fiscal Year 2008-2009 continues to be delayed indefinitely.

**Challenges remaining:**

- Providing adequate funding for increasing service demands during a period of limited economic growth.
- Providing adequate funding to maintain excellent infrastructure and services.
- Funding to construct and staff Fire Station #4.
- Funding to maintain a market competitive compensation program for employees.
- Maintaining an economically vibrant community.
- Maintaining the quality of our neighborhoods.
- Maintaining our UTOPIA commitments.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**MAYOR AND CITY COUNCIL**

**BUDGET SUMMARY**

**MAYOR AND CITY COUNCIL**

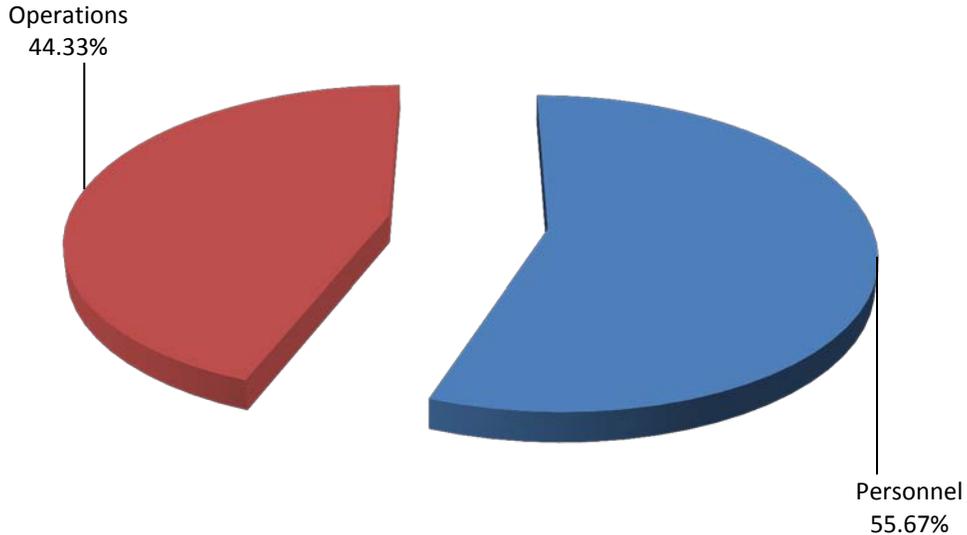
**FY 2013 - 2014**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Mayor and City Council	7	\$ 232,969	\$ 76,000	\$ -	\$ 308,969
Community Promotion	0	-	92,256	-	92,256
Advisory Boards & Commissions	0	-	17,250	-	17,250
<b>TOTALS</b>	<b>7</b>	<b>\$ 232,969</b>	<b>\$ 185,506</b>	<b>\$ -</b>	<b>\$ 418,475</b>

\* Number of benefitted employees

**MAYOR & CITY COUNCIL**

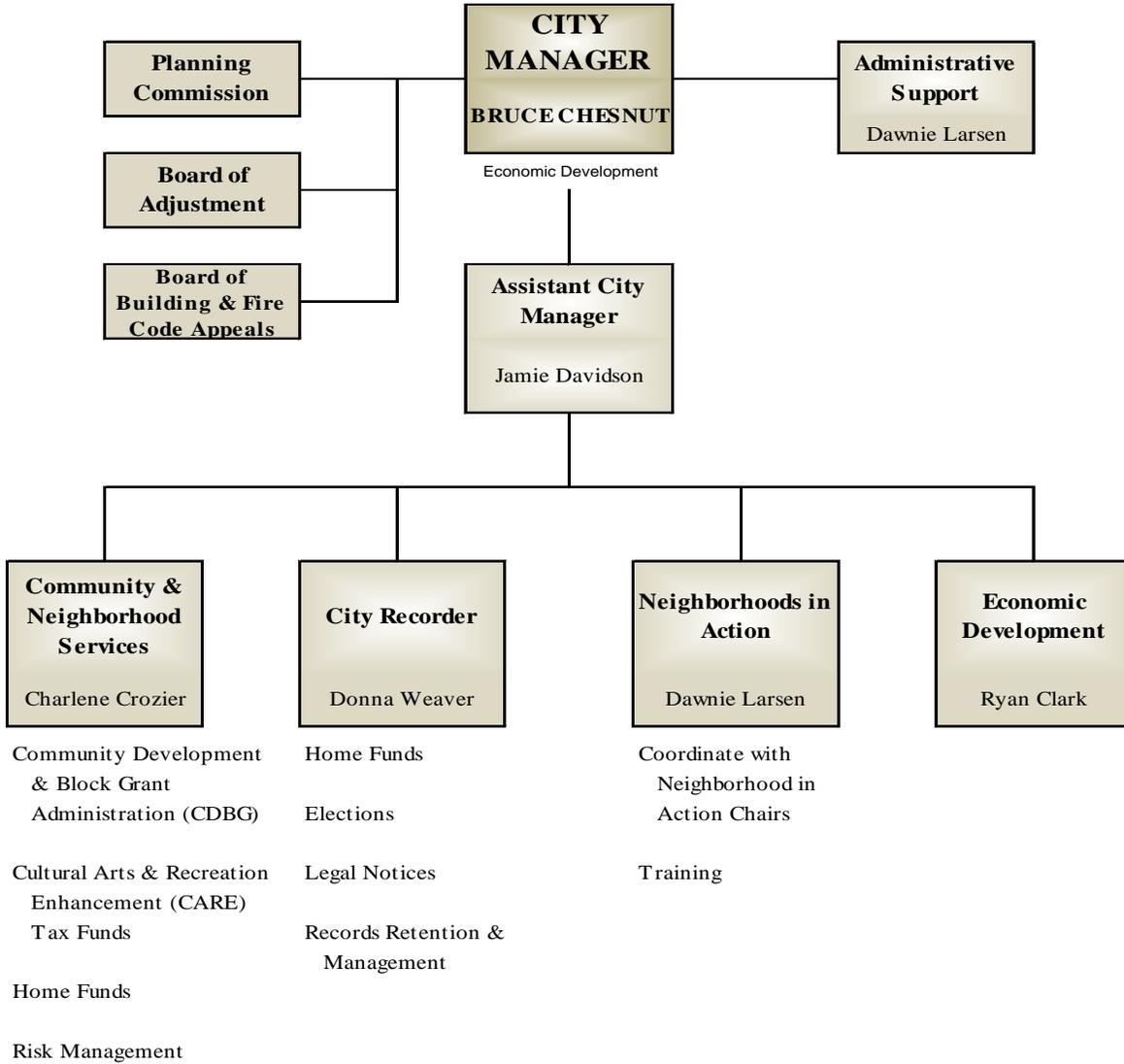
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**CITY MANAGER**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**CITY MANAGER**

**Description:** The City Manager's department provides oversight to the operating departments and ensures that the policies of the City Council are implemented. The City Manager's department includes the following divisions:

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

**Major Accomplishments:**

- Oversaw changes to the budget and personnel to reduce expenditures necessary in not exceeding estimated revenue reductions in the General Fund.
- Oversaw the creation of a Division of Economic Development within the City Manager's Office.
- Heritage Commission sponsored Memorial Day and Veterans Day observances.
- Made changes to the NIA program to account for a reduction of program personnel. Continue to staff, train, and work with NIA leaders and neighborhood volunteers.
- Administered the Community Development Block Grant (CDBG) program working with numerous private non-profit organizations. Also, adjusted program funding levels to account for federal sequestration requirements.
- Administered the Cultural Arts and Recreation Enhancement (CARE) Tax program.

**Challenges addressed in this budget:**

- Presented a balanced budget to the City Council during continued difficult financial times.
- Funding of the City's state mandated retirement program.
- Funding of the City's health reimbursement account has been maintained.

**Impacts on City Programs and Operations due to reduced budget revenues:**

- Changes have been made to a variety of city services and programs to account for limited/declining budget resources and an anticipated November 2013 property tax referendum.

**Challenges remaining:**

- Maintaining reliable services with reduced funding and staffing.
- Funding to construct and staff Fire Station #4.
- Providing sufficient funding to maintain the City's infrastructure including roads, water, sewer, and storm sewer systems as well as facilities.
- Providing funding to build sidewalks where they do not currently exist.
- Providing funding to develop an outstanding trail system throughout the community.
- Funding to maintain a market competitive compensation program for employees.
- Maintaining our UTOPIA commitments.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**CITY MANAGER**

**BUDGET SUMMARY**

**CITY MANAGER**

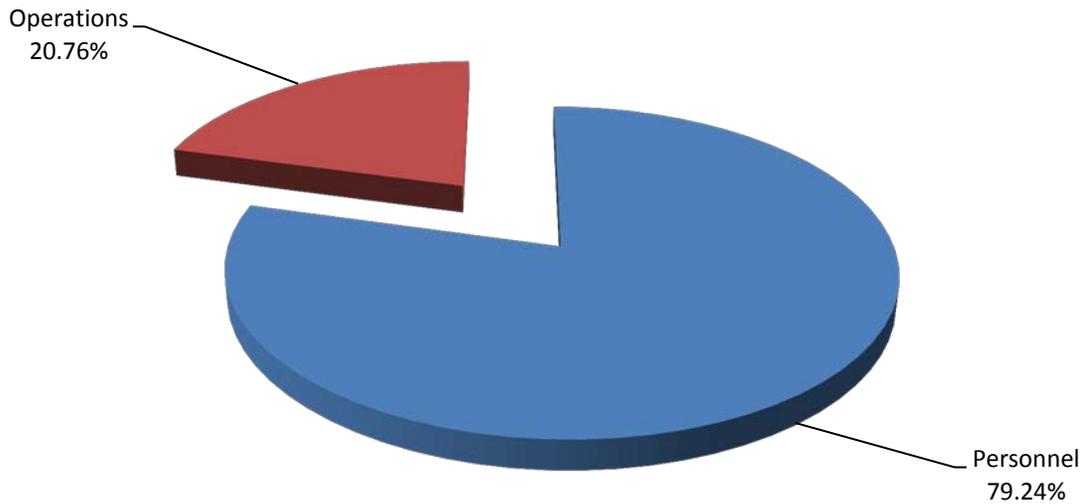
**FY 2013 - 2014**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
City Manager's Office	3	\$ 443,426	\$ 60,900	\$ -	\$ 504,326
Neighborhoods in Action	0	2,073	18,400	-	20,473
Economic Development	2	163,791	17,000	-	180,791
City Recorder	2	200,731	115,900	-	316,631
<b>TOTALS</b>	<b>7</b>	<b>\$ 810,021</b>	<b>\$ 212,200</b>	<b>\$ -</b>	<b>\$ 1,022,221</b>

\* Number of benefitted employees

**CITY MANAGER**

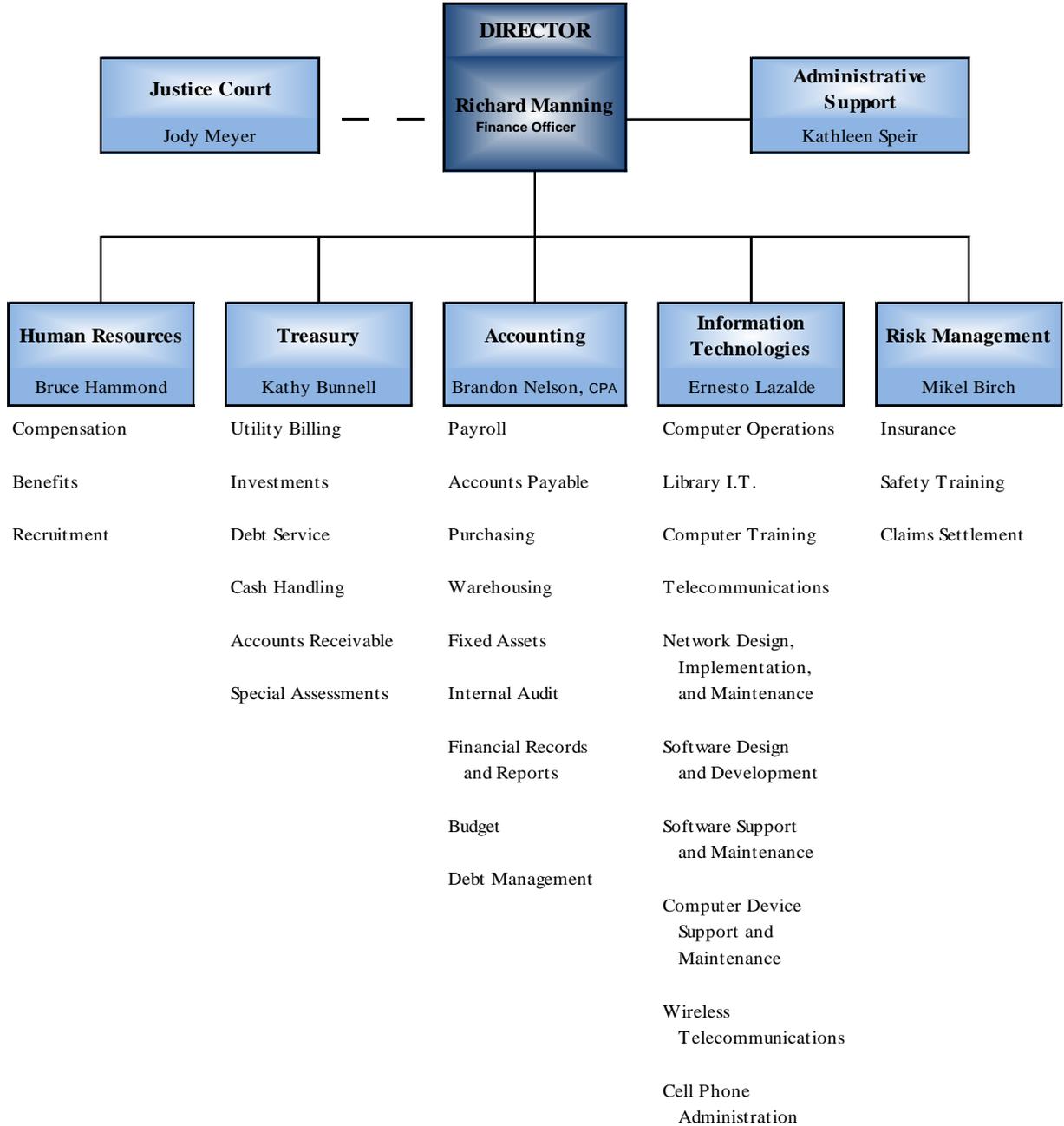
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**ADMINISTRATIVE SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**ADMINISTRATIVE SERVICES**

**Description:** The Administrative Services Department provides treasury, accounting, information technology, human resources 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*)
- Utility Billing
- Accounting & Budget
- Purchasing (*Purchasing & Warehousing Fund*)
- Information Technology
- Human Resources
- Risk Management (*Self-insurance Fund*)
- Liaison to the Justice Court

**Major Accomplishments:**

- Provided oversight for the early retirement window to assist twenty-three (23) full-time employees in their retirements.
- Received the Comprehensive Annual Financial Report (CAFR) Award of Excellence in Financial Reporting for the 24<sup>th</sup> consecutive year.
- Overhauled web site creating a new, more functional experience.
- Implemented the “opt out” recycling program.

**Challenges addressed in this budget:**

- Budget decisions based upon budget guidelines.
- Budget format is more user friendly.
- General Fund budget is nearly a sustainable budget.

**Impacts on City Programs and Operations due to reduced budget revenues:**

- Reduced ability to pay costs for extra mailing items in utility bills.
- Eliminated City-wide employee recognition program.
- Eliminated City-wide employee tuition assistance program.
- Continued reduction of number of full-time employees by two.

**Challenges remaining:**

- Assist in a transformation from a manual meter reading system for utility billing to an automatic meter read system.
- Continue in the process to provide access to City services over the internet.
- Provide employees with necessary training to retain skills.
- Proposed budget contains no funding for salary increases for the 6<sup>th</sup> consecutive year.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**ADMINISTRATIVE SERVICES**

**BUDGET SUMMARY**

**ADMINISTRATIVE SERVICES**

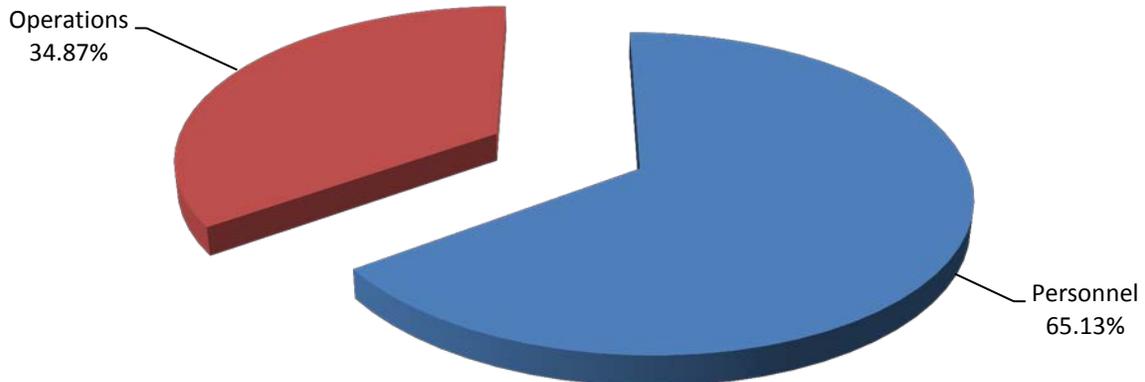
**FY 2013 - 2014**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Administrative Services Administration	2	\$ 241,066	\$ 109,795	\$ -	\$ 350,861
City Treasurer	1	98,078	118,900	-	216,978
Utility Billing	4	201,111	135,400	-	336,511
Accounting	3	228,785	10,800	-	239,585
Information Technology	11	1,072,005	679,259	-	1,751,264
Human Resources	3	269,088	85,000	-	354,088
Justice Court	7	529,056	273,643	-	802,699
<b>TOTALS</b>	<b>31</b>	<b>\$ 2,639,189</b>	<b>\$ 1,412,797</b>	<b>\$ -</b>	<b>\$ 4,051,986</b>

\* Number of benefitted employees

**ADMINISTRATIVE SERVICES**

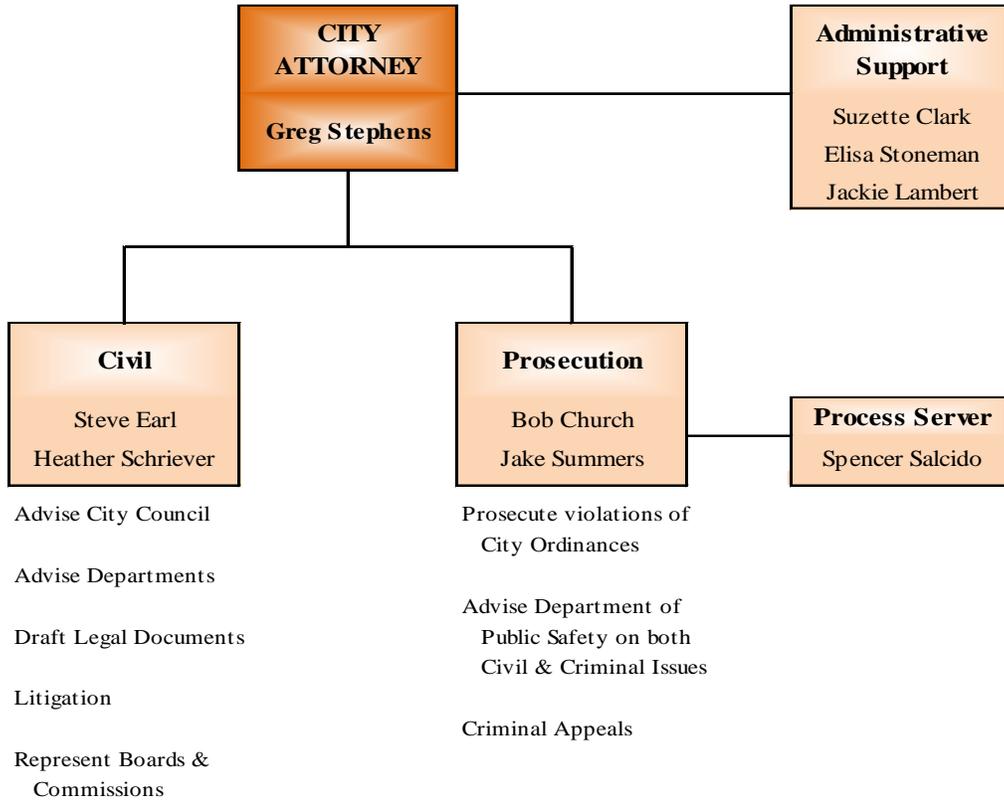
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**LEGAL SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**LEGAL SERVICES**

**Description:** The Legal Services Department provides legal counsel and support to the City Council and all City departments. It also prosecutes misdemeanor crimes committed in Orem. The Department consists of the following divisions:

- Administration
- Prosecution
- Civil

**Major Accomplishments:**

- Completed legal work related to the Williams Farm property acquisition.
- Worked on all lawsuits and claims against the City.
- Researched legal issues and completed legal work related to the Fiscal Year 2012-2013 budget, including fee versus tax research, UTOPIA, property tax and Truth-in-Taxation issues, referendum issues, and workforce reductions.
- Drafted, negotiated, and reviewed several agreements and easements, including the Waste Management contract, property and easement acquisition and sale agreements, development agreements, purchase agreements, and various interlocal agreements.
- Provided legal counsel on numerous records requests under GRAMA.
- Worked on legal issues dealing with special improvement districts.
- Advised departments and did legal work on numerous personnel issues and researched several HR issues.
- Provided legal training to City employees.
- Did legal work related to CARE and the Timpanogos Storytelling Festival.
- Researched and drafted numerous ordinances, including PD-11 (Lexington Townhouses), PD-21 (married housing at Wolverine Crossing), PD-30 (Centennial Plaza), PD-32 (Senior Independent Living), PD-33 (transit oriented development), alcohol sales, senior affordable housing, sign regulations, agricultural sales in residential zones, historical barns and sheds, accessory apartments in PD-22, townhouse conversion, aggressive panhandlers, amusement attractions, and several others.
- Researched/reviewed land use issues related to subdivision plats and site plans, reasonable accommodation requests under the Fair Housing Act, sober living homes, and quiet zones (for railway crossings).
- Prosecuted misdemeanor cases in both the Justice Court and the 4<sup>th</sup> District Court in Spanish Fork.
- Served in leadership positions in state organizations: President-Elect of the Utah Municipal Attorneys Association (Heather Schriever); President of the Utah Municipal Prosecutors Association (Jake Summers); member of the Utah Prosecution Council.
- Presented at meetings for State-wide professional organizations.

**Impacts on City Programs and Operations due to reduced budget revenues:**

- Down two full-time attorneys (one benefitted, one non-benefitted) from Fiscal Year 2008-2009.
- Longer response time on legal requests.
- Almost all of our time is spent on reactive legal work rather than proactive legal work.

**Challenges remaining:**

- Finding the funding to get back up to previous staffing and service levels.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**LEGAL SERVICES**

**BUDGET SUMMARY**

**LEGAL SERVICES**

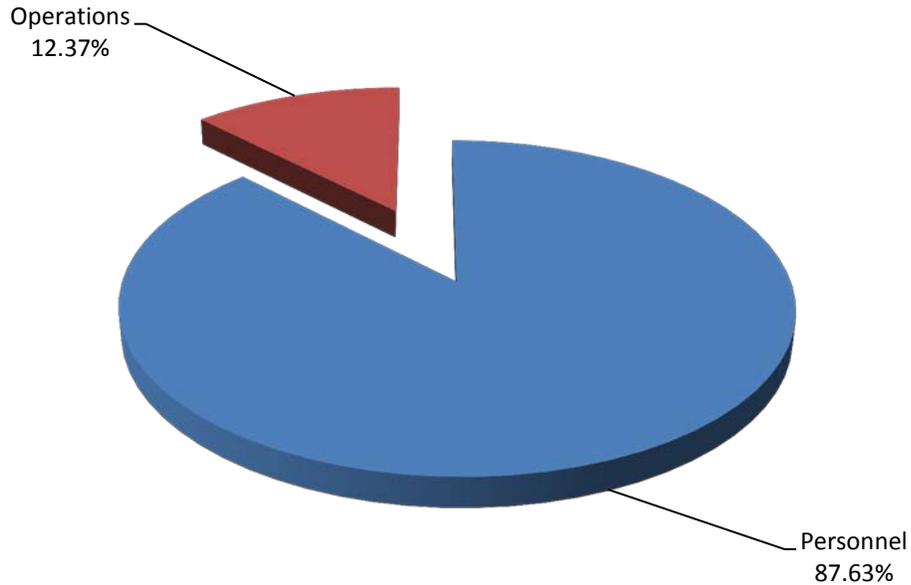
**FY 2013 - 2014**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Legal Services Administration	3	\$ 303,054	\$ 11,300	\$ -	\$ 314,354
Prosecution	3	274,119	88,500	-	362,619
Civil	2	241,767	15,750	-	257,517
<b>TOTALS</b>	<b>8</b>	<b>\$ 818,940</b>	<b>\$ 115,550</b>	<b>\$ -</b>	<b>\$ 934,490</b>

\* Number of benefitted employees

**LEGAL SERVICES**

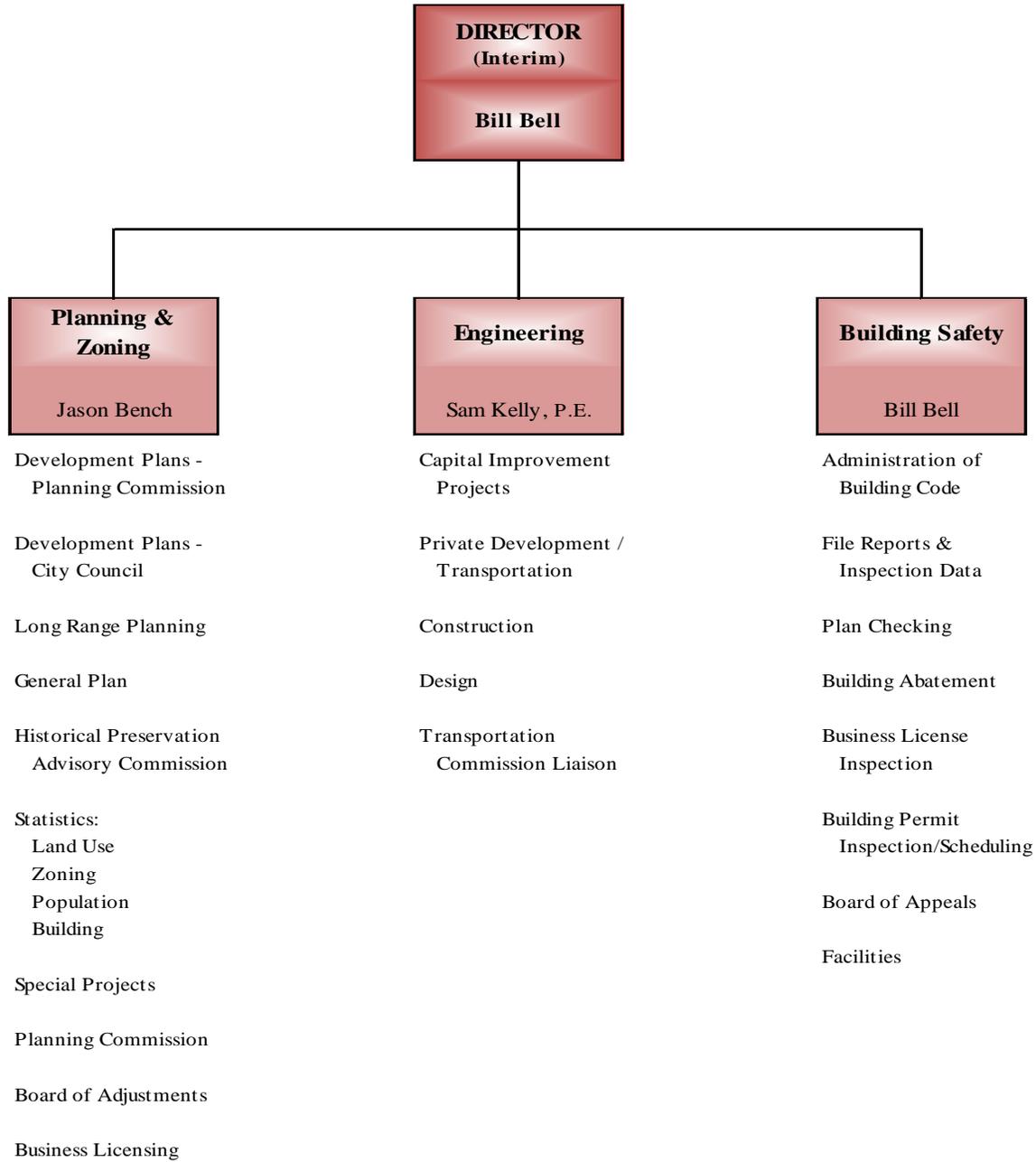
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**DEVELOPMENT SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**DEVELOPMENT SERVICES**

**Description:** The Development Services Department guides Orem's growth in a planned and coordinated manner. The Development Services Department includes the following divisions:

- Development Services Administration
- Planning and Zoning
- Business licensing
- Engineering
- Capital Projects (*Capital Improvement Project Fund*)
- Building Safety
- Building Maintenance

**Major Accomplishments (Private Development Projects):**

- Building Safety:
  - Conducted over 4,800 building safety inspections. Approximately 11% of these inspections were completed on the same day as the request, 88% were completed within twenty-four hours of the request, and 1% were completed within forty-eight hours of the request.
  - Issued 884 building permits.
- Planning and Zoning:
  - Processed 142 Development Review Committee applications. The Planning Commission reviewed/approved 71 of these applications while the City Council reviewed 35 of them.
  - Staff reviewed/approved over 70 Administrative and Temporary site plans.
  - The Planning Commission and City Council considered 4 General Plan amendments in 2012.
- Business Licensing:
  - Processed over 750 new business licenses.
  - Processed over 4,200 business license renewals.
- Engineering:
  - Over 1,000 construction inspections were performed.
  - Issued over 825 construction permits.
  - Staff monitored over 90 subdivision and site plans in various stages of completion in 2012.
- Building Maintenance:
  - Responded to over 130 requests for service from staff throughout the city since taking over the facility maintenance three months ago. This is in addition to regular maintenance/cleaning.

**Major Accomplishments (Capital Improvement Projects):**

- Designed/Processed and Coordinated the following projects:
  - Sewer line rehabilitations.
  - Street crack and slurry seal projects.
  - Lindon Hollow Creek improvements.
  - Whispering Springs sprinkler and landscaping project.
  - 400 East box culvert.
  - Various roadway repairs.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Major Accomplishments (Improvement Projects coordinated with Other Government Entities):**

- Designed/Processed and/or Coordinated the following projects:
  - 800 North improvements on western sections.
  - HAWK (High Intensity Activated crosswalk beacon) pedestrian signals near UVU.
  - UTA Frontrunner Intermodal Station.
  - Completion of Geneva Road improvements from University Parkway to 1600 North.
  - Completion of I-15 corridor upgrades including revision of intersections at 1600 North, 800 North, Center Street, and University Parkway.
  - Completion of traffic revisions at Sandhill Road and University Parkway.
  - Coordination of UTOPIA for backbone installation of fiber optic lines and hut locations city-wide.

**Challenges addressed in this budget:**

- Complete engineering for remaining water and street bond projects.
- Provide dedicated engineering staff for ongoing Private Development, CIP and miscellaneous projects.
- System allowing architects to submit projects online.
- Update the Orem General Plan.
- Continue to install sidewalks in residential areas of the City.

**Impacts on City Programs and Operations due to reduced budget revenues:**

- Reductions in supplies, maintenance, and overtime budgets are affecting the department's ability to provide efficient, timely, and effective development processing.

**Challenges remaining:**

- Continue to improve transportation in the City through street improvements, trails, bike paths, mixed uses and mass transit.
- Implement Southwest Area Transportation Study (SWATS) recommendations.
- Provide funding for Traffic Management Program (TMP).
- Address Sleepy Ridge Municipal Golf Course residential development.
- Install street lights throughout the City in the remaining special lighting districts.
- Complete all missing sidewalks within the City.
- Coordinate with Vineyard as development occurs.
- Address future mixed uses along State Street.
- Create a plan for redevelopment of South State Street.
- Create master plan for Geneva Road and surrounding areas.
- Repairing many building maintenance issues.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**DEVELOPMENT SERVICES**

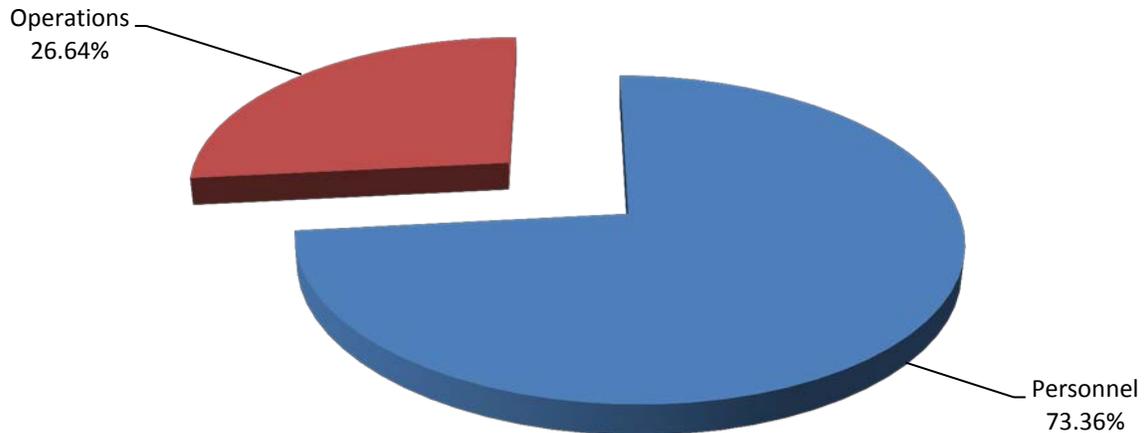
**BUDGET SUMMARY**

DEVELOPMENT SERVICES	# OF EMP. *	FY 2013 - 2014			
		PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Development Services Administration	1	\$ 132,460	\$ 22,450	\$ -	\$ 154,910
Planning	4	365,803	11,800	-	377,603
Business Licensing	1	54,583	14,700	-	69,283
Engineering	1	118,163	30,715	-	148,878
Construction	2	194,364	10,650	-	205,014
Design	3	275,204	19,750	-	294,954
Transportation / PD Development	2	230,432	9,350	-	239,782
Building Safety	8	653,003	43,286	-	696,289
Facilities	2	144,909	625,113	-	770,022
<b>TOTALS</b>	<b>24</b>	<b>\$ 2,168,921</b>	<b>\$ 787,814</b>	<b>\$ -</b>	<b>\$ 2,956,735</b>

\* Number of benefitted employees

DEVELOPMENT SERVICES

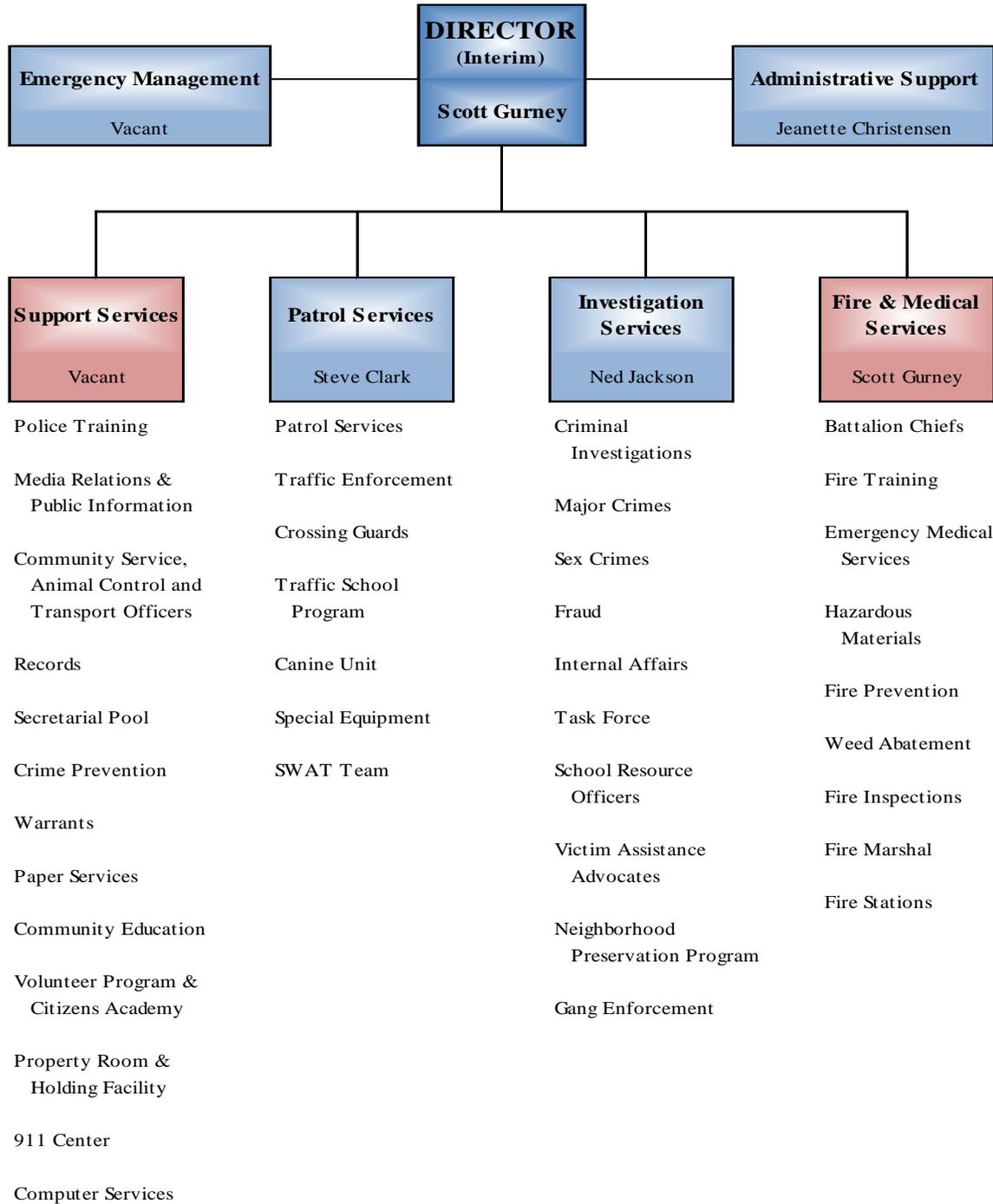
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**PUBLIC SAFETY**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**PUBLIC SAFETY**

**Description:** The Department of Public Safety provides police, fire, emergency medical, and emergency management services. The Department includes the following divisions:

- Public Safety Administration
- Emergency Management
- Patrol Services
- Alcohol Enforcement
- Traffic Enforcement
- Investigation Services
- Major Crimes Task Force (Multi-jurisdictional)
- Metro SWAT Team
- Victims and Children Assistance
- Neighborhood Preservation
- Fire and Medical Services
- Fire Prevention
- Special Response Team (Multi-jurisdictional)
- Support Services
- Communications
- Animal Control
- Community Education

**Major Accomplishments:**

- Upgraded Public Safety building security by installing electronic door access and new security cameras.
- Replaced all Police Department issued handguns (financed through gun range fees).
- Instituted quarterly supervisory leadership meetings in an effort to improve department-wide communications.
- Purchased hazardous materials detection and analysis equipment (grant funded).
- Purchased 25 portable breath testers (PBT) for field usage (grant funded).
- Upgraded cell phone forensic toolkit (grant funded).
- Upgraded SWAT team equipment including purchasing one sniper rifle (private donations).
- Added one SWAT team sniper using existing department personnel.
- Installation of wireless internet access at fire stations.
- Installation of hotspot internet access in all frontline fire engines and ambulances.
- Installation of ham radio tower on Public Safety building (grant funded).
- Improved citizen social media contacts and interactions by creating YouTube, Instagram, and Pinterest accounts supplementing our current Facebook and Twitter accounts.
- Implemented TipSoft (anonymous tip program) at Timpanogos High School.
- Implemented Dispatch Quality Assurance System for Police and Fire.
- Implemented online dispatch training.
- Maintained necessary service levels in current economic conditions.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Challenges addressed in this budget:**

- Partial replacement of some aging police cars and one ambulance.
- Replacement of Computer Aided Dispatch System (CAD) in Dispatch.
- Continued replacement of aging Patrol laptop computers.

**Impacts on City Programs and Operations due to reduced budget revenues:**

- The construction of Fire Station #4 budgeted in Fiscal Year 2008-2009 continues to be delayed.
- The elimination of three police officers (a Captain, Lieutenant, and Sergeant), three firefighter/paramedics, and one administrative secretary.
- The reduction in personnel has impacted our ability to respond effectively and efficiently to the needs of Orem citizens in a timely manner.
- Current employees have been required to absorb additional work responsibilities.
- Aging Police and Fire vehicles and computer equipment.
- Decreased traffic enforcement abilities
- Reduced ability to have a fifth advanced life support (ALS) ambulance in service.

**Challenges remaining:**

- Reinstating funding for construction and staffing of Fire Station #4.
- Replacing Fire Department portable radios.
- Maintaining operational levels to meet community service demands after a reduction in personnel.
- Purchasing a new self-contained breathing apparatus (SCBA). Current SCBA equipment certification standards expire in 2014-2015.
- Replacing aging desktop computers throughout the Public Safety Department.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**PUBLIC SAFETY**

**BUDGET SUMMARY**

**PUBLIC SAFETY**

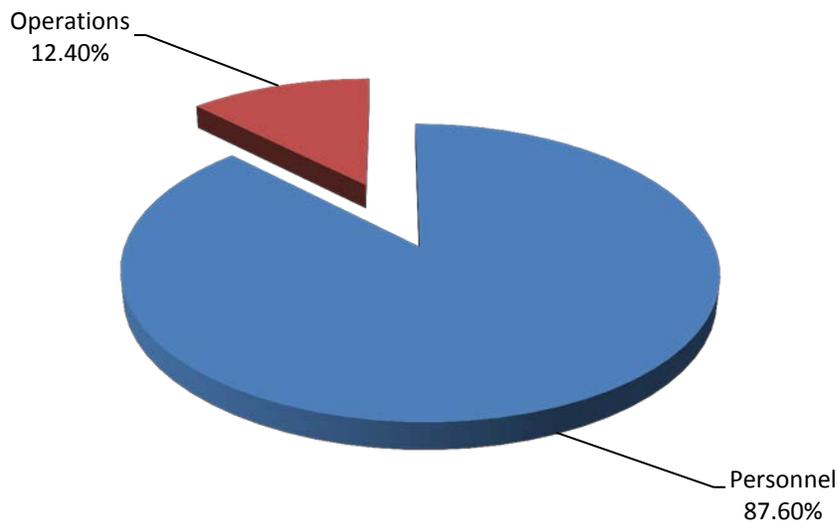
**FY 2013 - 2014**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Public Safety Administration	2	\$ 240,582	\$ 229,693	\$ -	\$ 470,275
Emergency Management	1	72,272	10,150	-	82,422
Patrol Services	52	5,122,408	399,137	-	5,521,545
Alcohol Enforcement	1	95,912	9,417	-	105,329
Investigation Services	22	2,413,068	124,246	-	2,537,314
Task Force	1	129,313	230,000	-	359,313
Victims/Childrens Assistance	2	139,054	7,800	-	146,854
Fire & Medical Services	53	5,348,003	664,100	-	6,012,103
Fire Prevention	2	201,726	14,202	-	215,928
Fire Station Facilities	0	-	64,000	-	64,000
EMS State Grant	0	-	10,000	-	10,000
Fire Services - Lindon	12	984,398	131,749	-	1,116,147
Support Services	12	1,126,582	114,384	-	1,240,966
Communications	17	1,101,152	316,500	-	1,417,652
Animal Control	2	139,547	116,909	-	256,456
Community Education	2	234,831	22,255	-	257,086
Dispatch Services - Lindon	3	157,905	12,750	-	170,655
<b>TOTALS</b>	<b>184</b>	<b>\$ 17,506,753</b>	<b>\$ 2,477,292</b>	<b>\$ -</b>	<b>\$ 19,984,045</b>

\* Number of benefitted employees

**PUBLIC SAFETY**

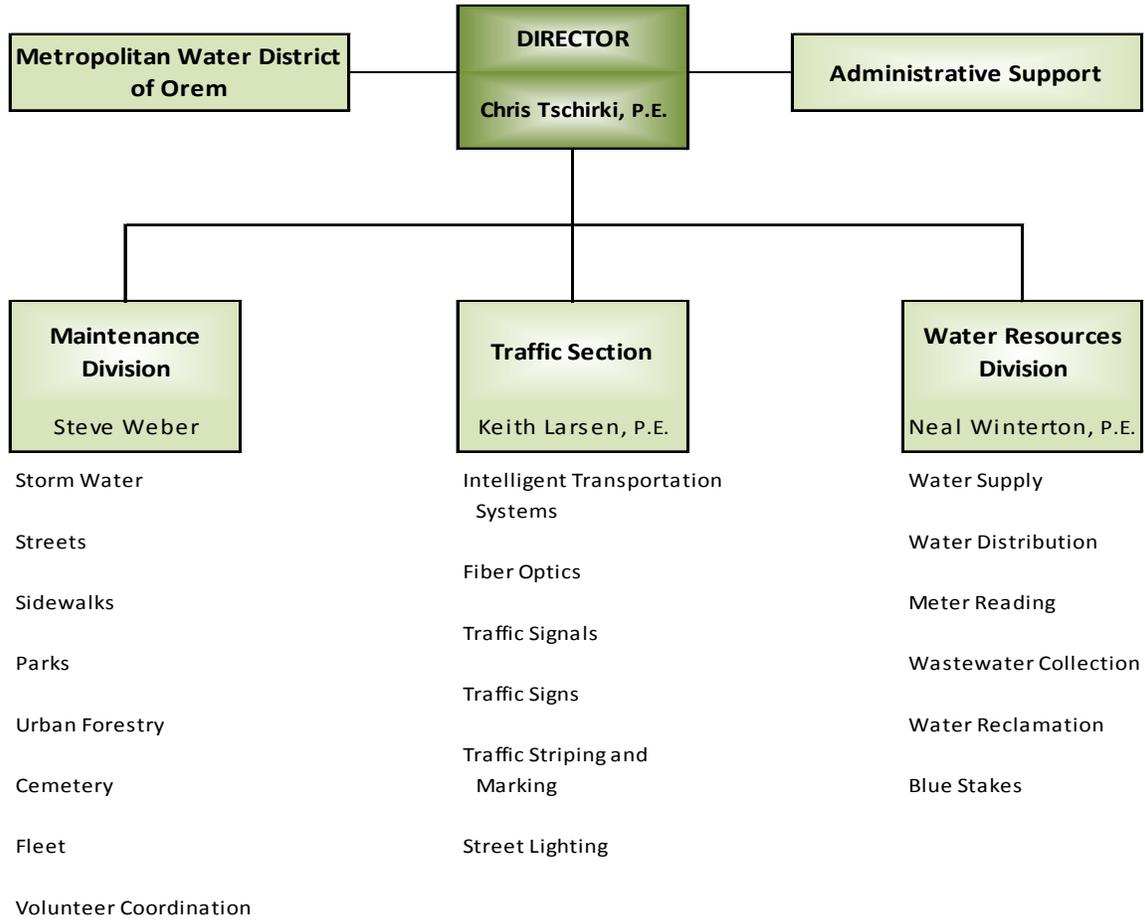
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**PUBLIC WORKS**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**PUBLIC WORKS**

**Description:** The Public Works Department is responsible for the maintenance of streets, sidewalks, parks, cemetery, street signs, fleet services and the operation of water, storm water, waste water and street lighting utilities. The Public Works Department includes the following divisions (although not all are operated out of the General Fund):

- Public Works Administration
- Intelligent Transportation Systems (ITS)
- Street Lighting (*Street Lighting Special Service District*)
- Traffic and Street Signs, Signals, and Markings
- Traffic Operations
- Maintenance Administration
- Fleet Maintenance Services (*Fleet Maintenance Fund*)
- Streets
- State Road Fund (*Road Fund*)
- Parks
- Cemetery
- Urban Forestry & Horticulture
- Volunteer Program
- Storm Sewer (*Storm Sewer Fund*)
- Water Resources Administration
- Water Supply (*Water Fund*)
- Water Distribution (*Water Fund*)
- Meter Reading (*General Fund & Water Fund*)
- Wastewater Collection (*Water Reclamation Fund*)
- Water Reclamation Facility (*Water Reclamation Fund*)

**Major Accomplishments:**

- Maintained 374 miles of water main from 4” to 48” in diameter and 126 miles of service lines ¾” or larger.
- Produced over 9.83 billion gallons of water.
- Collected 1,280 water quality samples.
- Repaired 62 (25 after hours) water main line breaks.
- Repaired 32 (15 after hours) service line leaks
- Replaced the aging 12” water line across Cascade golf course.
- In conjunction with CWP water line, replaced 1500’ of aging 8” water main and installed a 15” drain line for Well #6 on 1000 East.
- Completed all phases of Well #9 including site, building, test pumping, and water quality.
- Completed the upgrade to the Water Reclamation Facility by doubling the biological loading capacity, increasing the hydraulic capacity by 1.2 million gallons per day, and improving the biosolids treatment process to produce a Class A (high quality) product.
- The Water Reclamation Facility reclaimed over 2.84 billion gallons of water and returned them to the waters of the state.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

- Distributed 626 dry metric tons (dmt) of biosolids for beneficial use through land application and disposed of 395 dmt in the landfill.
- Water reclamation collection crews maintained 286 miles of sewer lines by cleaning 158 miles of pipe, video inspecting 26 miles of pipe, repairing 119 manholes and/or sewer line points, raising or lowering 15 manholes to street grade, and responding to 66 collection line problem calls of which 5 were in City owned lines.
- The industrial pretreatment program monitored 350 sewer discharge permits, collected and analyzed 5,696 discharge samples, and provided 1,183 industrial sewer user consultations.
- Asphalt crews laid over 5,200 tons of asphalt.
- Rehabilitated over 3.5 miles of City roads with either full reconstruction or overlay.
- Concrete crews installed or replaced over 19,000 linear feet of sidewalk and 177 ADA ramps.
- Crack sealed over 19 miles of streets and slurry sealed 18 miles of streets.
- Swept nearly 8,500 street miles and collected 2,500 cubic yards of debris.
- Completed Industrial Park Drive storm drain line.
- Worked closely with UDOT on completion and inspection of storm drain piping and detention pond facilities for I-15 and Geneva Road.
- Performed 235 SWPP inspections on 78 new construction sites.
- In 2012, the City sold 350 burial plots and interred 303 people in the cemetery, of which 80 funerals were held on Saturday and 21 were cremations.
- The entire Parks Section prepared for and cleaned up the cemetery for Memorial Day celebrations.
- The City's Volunteer Coordinator worked with volunteers completing 286 different projects. More than 6,860 volunteer hours were contributed to complete the projects. These projects involved boy scouts, youth groups, church groups, school groups, court hour workers, the Utah County Sheriff's work crew, and "Weed Out Warrior" volunteers.
- In 2012, the Parks Section spent approximately 1,200 manhours in the planning, setup, takedown, and cleanup of the Orem Summerfest, Milestones of Freedom celebration at Scera Park over the 4<sup>th</sup> of July weekend, and the Timpanogos Storytelling Festival.
- Park staff hung banners and flags at the City Center and along east Center Street and 800 North for various City festivals and holidays.
- The Parks Section cleaned and prepared the pavilions and restrooms for more than 800 park reservations during the 2012 season (May to October).
- From March through October of 2012, 20 softball or baseball fields were prepped on a daily basis allowing more than 7,200 ball players to play ball games on the fields. The Parks Section also maintains and prepares 25 soccer fields from early March to November with a total of 4,000 soccer players using the fields annually.
- The Parks Section also maintained Community Park and Lakeside Park for the nearly 170 games and 2 Lacrosse tournaments played at these two parks last year.
- Fall football starts in September and runs through October, with the crews laying out, marking and maintaining six football fields for about 1,300 kids.
- Over the 2012 season, Parks staff mowed over 12,000 acres of turf, spread 2,500 bags of fertilizer (125,000 pounds), applied 2,000 gallons of weed herbicide, spread over 800 pounds of granular pre-emergent herbicide, and planted and removed over 15,000 annual flowers at various parks and buildings. At Mt. Timpanogos Park, 125 one-gallon perennials were also planted.
- The Parks Section hauled and spread 12 tons of field conditioner on the ball fields at City Center Park in 2012.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

- For each snow storm, the Parks staff cleared all of the sidewalks at the City Center, Senior Center, Fitness Center, and Public Works Facility prior to 7:00 a.m. Section personnel also cleared 30 miles of sidewalk perimeter and tracks in all of the parks, parkways, cemetery, detention basin areas, and Geneva Road and I-15 landscape areas.
- In 2012, the Parks Section took over the maintenance of the Geneva Road improvements as well as the I-15 interchanges in Orem.
- In 2012, the Parks Section had 29 sites fully functional on the Maxicom sprinkler control system. An additional eight sites are scheduled to be added in 2013.
- In 2012, under the direction of the Urban Forester, the City planted 37 trees and removed 66 trees that were either dying or damaged. Approximately 1,500 trees throughout the City were pruned.
- The City applied for and received the Tree City USA award from the National Arbor Day Foundation for the 20<sup>th</sup> consecutive year.
- Hosted the annual Memorial Day and Veterans' Day ceremonies at the City Veterans Memorial.
- Performed 498 vehicle safety inspections and 259 emissions tests.
- Assisted UVU with installation of another RRFB (Rectangular Rapid Flashing Beacon) for pedestrian crossings at UVU near 800 West Campus Drive.
- Traffic Operations updated timing plans for the i2 network with special event and incident management coordinated signal timing plans. These plans were for Stadium of Fire, UVU High School Graduations, BYU football and basketball games, and Maintenance of Traffic (MOT) plans for I-15 construction.
- Assisted Parks Section with connections to Orem's traffic fiber optic network for communication to two city parks for sprinkler system automation.
- Replaced 1,286 bulbs and performed 857 miscellaneous repairs while maintaining 5,211 street lights.
- Repaired street lights for 13 knock downs (crashes), 18 dig-ins (damaged by contractors, backhoes, etc.), and 8 vandalisms.
- Trimmed 363 trees for view obstructions of street lights and signs.
- Painted over 1.57 million feet of red curb center and shoulder lines, crosswalks, and stop bars using more than 7,800 gallons of paint.
- Completed 694 work orders from the use of iWorQ software for work-order and asset management.
- Continued with replacement of FHWA mandated traffic signs that did not meet the minimum reflectivity. After the required retro-reflectivity testing was completed, the regulatory and warning signs that failed were replaced without an increase in the signs budget.
- Installed Reduced Speed School Zone (Flashing Lights) for existing school crossing at 575 South 1800 West (Sleepy Ridge Drive).
- Repaired, replaced, and installed 387 traffic and street signs.
- Completed 75 traffic studies that included volume, turn count, speed, school crossing, and travel time studies.
- Designed and added over 3 miles of bike lanes for a total of 25.75 miles of bike lanes.

**Challenges addressed in this budget:**

- Increased water rates to cover the increasing cost of the Jordanelle water assessment, water treatment costs at the Utah Valley Water Treatment Plant and to comply with the bond debt covenants.
- Identified funding to provide adequate backup power generation at deep well and booster pump locations.
- Summerfest was nearly canceled this year. After obtaining donations, seeking sponsors, increasing participant costs, and reducing services, Summerfest will take place yet again.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Impacts on City Programs and Operations due to reduced budget revenues:**

- Reduction in road and sidewalk materials causing delays in road repairs and sidewalk construction.
- Reductions in budgets for part-time, non-benefitted employees and operating supplies causing delays and/or postponements of projects.
- Reduction in training and employee recognition.
- Reduction in sewer collections rehabilitation projects.
- Reduction in maintenance and inspection of sewer mains throughout City.
- Reduction in water line maintenance throughout the City.
- Reduction in full-time workforce and the associated corporate knowledge
- Increases in the areas of maintenance without increases in the operation or personnel budgets.
- Restrooms in the “B” Parks will open one month later than normal (May 1) and close one month earlier in the fall (October 1).
- Weeds in the flower/shrub beds may go unattended and annual flowers will not be planted.
- Fence lines will not be trimmed.
- Parking lots will not be cleaned.
- Restrooms will be cleaned once per weekend rather than each day.
- Ball fields will be prepped only once per day.
- Mowing will be cut to once a week.
- Trees will not be planted or pruned.
- Some volunteer projects may be cut back and street weeds will not be controlled.

**Challenges remaining:**

- Replacing aging infrastructure in a timely manner.
- Reviewing, updating, and executing the Water, Sewer and Storm Sewer Master Plans.
- Continuing to improve transportation and signal coordination in the City.
- Maintain Orem’s ITS (intelligent transportation system) equipment and operations with limited funds.
- Very limited funding to upgrade or replace existing traffic signal equipment.
- Installing/adding bike lanes to congested streets within existing right-of-way.
- Maintain the existing city street striping with a reduction in the budget and increasing amount of gallons of paint needed each year with the added bike lanes.
- Completing Orem’s Street Light System in the expired lighting districts.
- Making the Street Lighting Service District self-sustaining and not subsidized by the General Fund.
- Upgrade city street lights to more efficient LED lights and reduce power costs by 60%.
- Completing FHWA mandated changes to traffic sign, signals and street address signs with limited funds.
- Maintaining the new Murdock Canal Trail right-of-way through Orem.
- Keeping pace with increased demands for services and facilities.
- Keeping pace with the increased demands on city parks, parkways, and related restrooms, pavilions, tennis courts, and sports fields. They are deteriorating with no resources available to keep up with repairs. One tennis court is closed to public use. Restrooms have leaking roofs. Vandalism is taking a toll on the aesthetics of city parks and resources.
- The City Urban Forestry Program is suffering and responses to citizens inquiries will go unanswered or at least delayed.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

- Hiring sufficient full-time and seasonal employees to manage a park system that has doubled in size since the year 2000. In 2000, each full-time employee managed nearly 16 acres of park land which has now grown to nearly 30 acres.
- Keeping up with the demands of a larger fleet of city vehicles and equipment. In 1985, the City employed six full-time mechanics to maintain 250 pieces of equipment. The number of pieces of vehicles and equipment has grown to just over 750 units with only four full-time mechanics.
- Funding for replacing an aging fleet of city vehicles and equipment.
- Lack of resources to maintain city streets and sidewalks adequately.
- Maintaining our streets at a Pavement Management System OCI rating of 80 or above. The OCI rating of city streets is falling by 3% each year. The ability to maintain major arterials is becoming nonexistent.
- Funding for future water and water reclamation CIP projects and capital purchases.
- Providing reuse water for Sleepy Ridge Golf Course, Lakeside Park, and unincorporated southwest Orem.
- Providing alternate deliver system for water transportation to the Utah Valley Water Treatment Plant.
- Competing with the private industry for part-time, non-benefitted positions.
- Construction debris management.
- Convert all meters to radio read.
- Southwest Orem sewer, water, storm sewer, and reuse water improvements.
- Parks Section budgets and manpower must keep up with all of the additional areas being taken on by the section.
- Identify funding to enable to the City to replace water lines, sewer lines, storm drains, and other infrastructure identified in the respective master plans.
- Further implement Orem's Water Conservation Plan.
- Provide for adequate water storage at key locations.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**PUBLIC WORKS**

**BUDGET SUMMARY**

**PUBLIC WORKS**

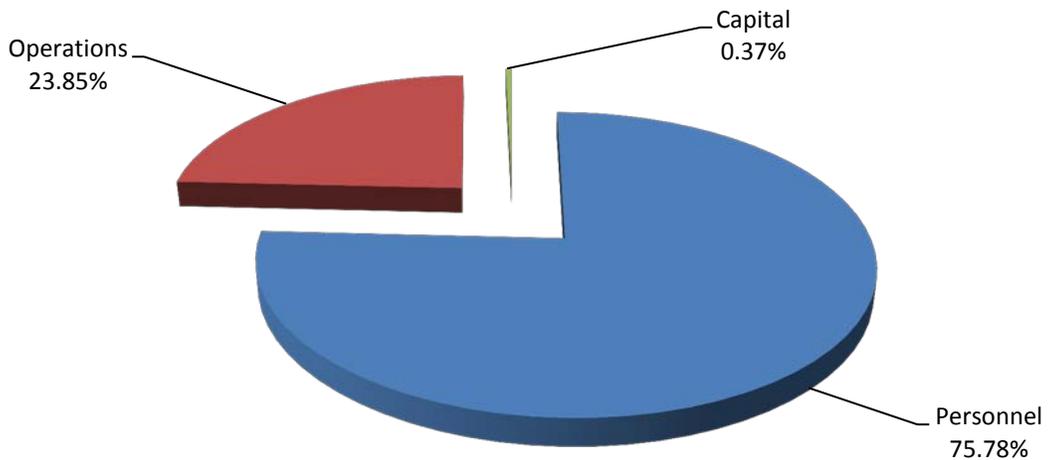
**FY 2013 - 2014**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Public Works Administration	4	\$ 310,624	\$ 14,661	\$ -	\$ 325,285
Traffic and Signs	4	407,112	129,229	-	536,341
Maintenance Administration	1	148,130	6,000	-	154,130
Streets	13	1,073,062	247,541	-	1,320,603
Parks	10	1,281,250	677,378	18,500	1,977,128
Cemetery	2	203,970	58,711	-	262,681
Urban Forestry & Horticulture	1	105,954	14,567	-	120,521
Meter Reading	2	238,341	37,735	-	276,076
<b>TOTALS</b>	<b>37</b>	<b>\$ 3,768,443</b>	<b>\$ 1,185,822</b>	<b>\$ 18,500</b>	<b>\$ 4,972,765</b>

\* Number of benefitted employees

**PUBLIC WORKS**

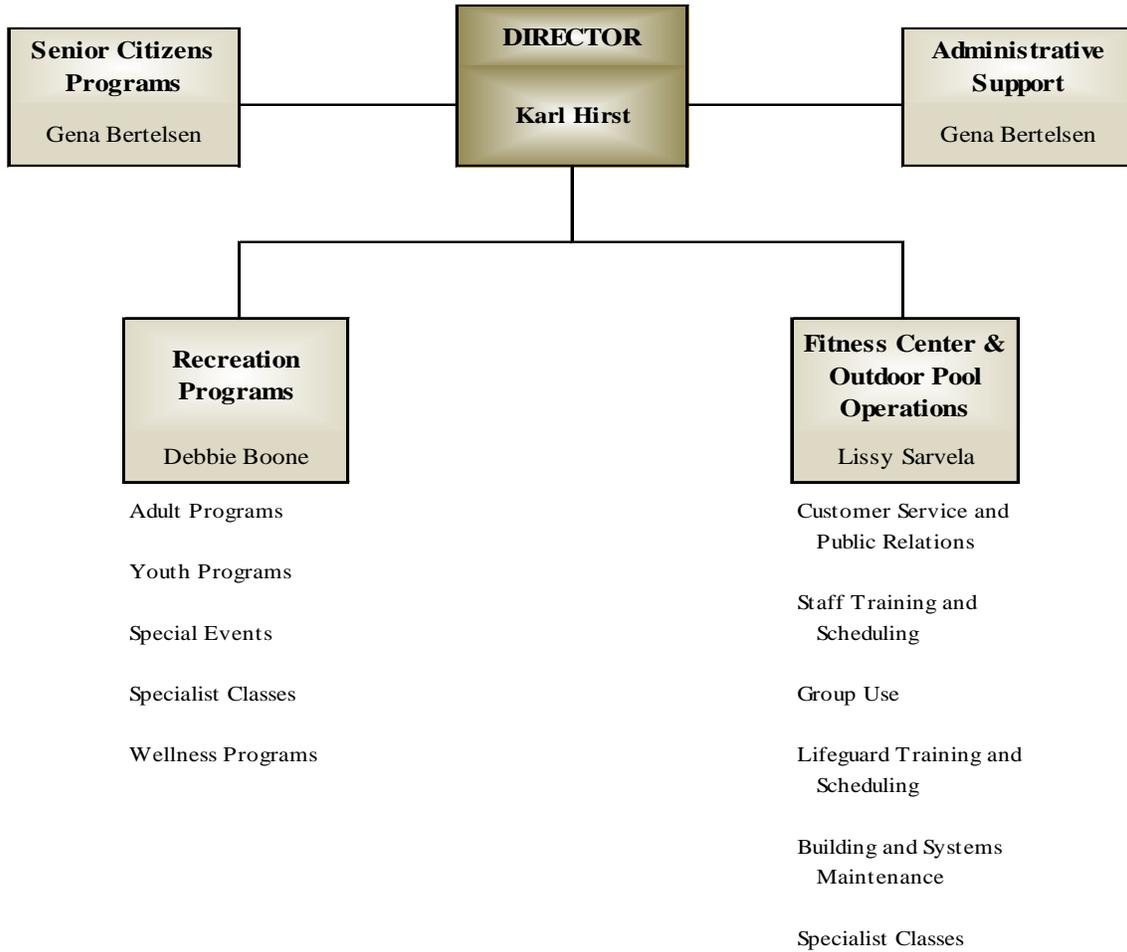
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**RECREATION**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**RECREATION**

**Description:** 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 the Facilities division which includes all Fitness Center operations and the Scera Park Pools. 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*)

**Major Accomplishments:**

Programs:

- Operating with one less full-time position.
- More than 3,500 kids participated in Special Events sponsored by the Recreation Department in 2012. These events included: Annual Easter Egg Hunt; NFL Punt, Pass & Kick; Orem City Basketball Skills Competition and Hershey track and field meet.
- The Programs division again held an annual outdoor volleyball tournament, Orem Deep Dish Classic, with approximately 100 participants. It was held at Windsor Park in conjunction with the Utah Outdoor Volleyball Association.
- Fifty youth from Orem participated in the Utah County Youth Lacrosse League along with teams from Orem, Lehi, Cedar Hills, American Fork, Pleasant Grove, Provo, Spanish Fork, Springville, Mapleton, and Wasatch County. The League was offered for youth in 3<sup>rd</sup> through 8<sup>th</sup> grades.
- Over 900 youth were involved in Tiny Tots T-ball, Coach Pitch, Machine Pitch and Girls Softball.
- Adult Softball Leagues continued to improve and expand in both the summer and fall. The summer league has grown from 54 teams in 2002 to 159 teams in 2012 representing approximately 2,226 participants. Fall softball has grown from 35 teams in 2002 to 122 teams in 2012 with approximately 1,708 participants. Men, women and co-ed leagues are offered during both seasons. Over 3,934 adults participated in softball at Lakeside Park during 2012.
- The Programs division scheduled a May Madness softball tournament at Lakeside Sports Park in 2012. Twenty-four girls accelerated softball teams participated in the tournament.
- The Recreation Department's Easter Egg Hunt continues to be the largest in Utah County and one of the largest in Utah. It is attended by approximately 3,000 youth ages zero through eleven as well as more than 1,000 parents and grandparents. All of the prizes are donated by the generous businesses in Orem.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

- City Wellness activities for this year included City Stars (145 participants), Spring into Fitness (140 participants), and Biggest Loser (70 participants).
- The Programs division staffed and stocked the snack bar at the Lakeside Sports Park again this year. It continues to be profitable as the snack bar netted over \$3,000 in 2012.
- All class and league registration is available through the on-line registration system. All league schedules are also posted on the department web site.
- All registration forms for adult programs continue to be sent out by e-mail producing a cost savings in postage for each program.

**Orem Senior Friendship Center:**

- There were over 21,000 hot lunch meals served to senior citizens at the Senior Center during the year. Meals were prepared by the Utah County Security Center.
- Thanksgiving and Christmas lunches were served by Senior Center volunteers and staff in 2012. Thanksgiving lunch was enjoyed by 271 seniors and Christmas lunch by 250 seniors.
- The Senior Center was the recipient of a \$5,000 grant from the Eldred Sunset Manor Foundation, Inc. This grant was used for the UTA Monday transportation of seniors to the Senior Center.
- Pizza Hut remained a major donor at the Senior Center donating over 3,000 pounds of pizza, breadsticks, pasta, wings and pazzones to the seniors.
- Winco and Costco continued to donate thousands of pounds of bread, pastries and assorted items to the Senior Center during 2012.
- Two volunteer delivery routes for Meals-on-Wheels continue to be delivered from the Senior Center to Orem seniors each weekday, excluding holidays.
- There were over 8,500 participants in the Senior Center's bingo program in 2012.

**Challenges addressed in this budget:**

- Operating without financial support from the City's general funds.

**Impacts on City Programs and Operations due to reduced budget revenues:**

- With the loss of a Senior Center program coordinator, there is less new senior programming occurring. The focus is on daily operations rather than new and fun activities for the seniors.
- Special park reservations (weddings, special events, etc.) are handled on an appointment basis only since there is no guarantee that a full-time staff member will be present if someone just walks in.
- The Senior Center front office is closed for a longer period during lunch to allow remaining employees the ability to assist with lunch since there are not enough employees to provide coverage during this time.
- A line system was established during busy times to provide better service, but senior patrons are having to wait in line longer for that service.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Challenges remaining:**

- Keep pace with increased demands for services and facilities.
- Replace aging equipment and upgrade to new, advanced equipment.
- Be competitive in the local job market and retain current employees.
- Increase salaries for part-time, non-benefitted employees to attract and retain good employees.
- Continue to expand the Programs division to include a youth volleyball program.
- Expanding the Programs division to include an adult co-ed kickball program.
- Acquiring additional property for recreational programs.
- Covering costs of increased maintenance and repair of the Senior Center.
- Dealing with an inadequate HVAC system at the Senior Center.
- Dealing with an increased demand for daytime meeting spaces at the Senior Center by various senior organization and programs. The Senior Center office and staff working areas are insufficient to accommodate interns, volunteers, legal aid and tax assistance programs without the use of the two offices being used by the Family Literacy Program.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**RECREATION**

**BUDGET SUMMARY**

**RECREATION**

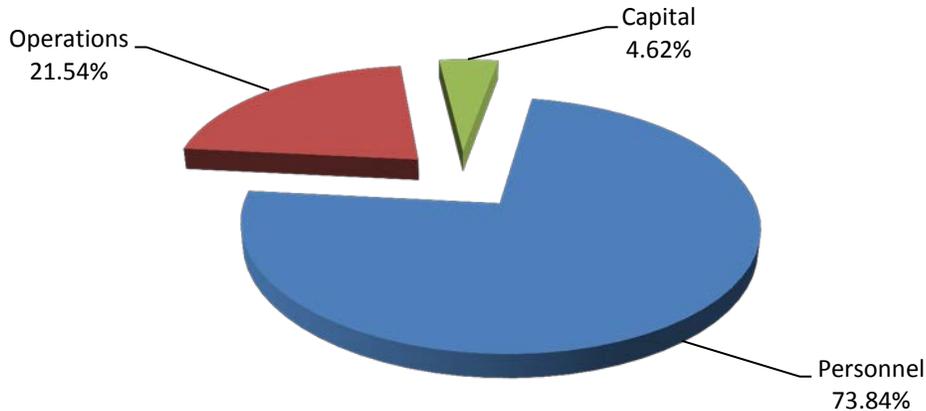
**FY 2013 - 2014**

	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Recreation Administration	1	\$ 155,453	\$ 40,771	\$ 40,000	\$ 236,224
Senior Citizens	1	101,721	10,057	-	111,778
Programs Administration	3	310,696	14,415	-	325,111
Adult Softball	0	11,436	28,210	-	39,646
Softball Tournaments	0	-	7,140	-	7,140
Girls Softball	0	11,436	15,011	-	26,447
Youth Volleyball	0	-	1,000	-	1,000
Youth Tennis Tournament/League/Classes	0	3,774	2,250	-	6,024
Summer Youth Parks	0	8,006	700	-	8,706
T-Ball / Coach Pitch / Machine Pitch	0	657	8,159	-	8,816
Track	0	1,144	2,100	-	3,244
Youth Flag Football	0	1,258	2,700	-	3,958
Youth Wrestling	0	300	200	-	500
Adult Fall Softball	0	9,378	20,500	-	29,878
Adult Volleyball	0	1,144	5,600	-	6,744
Youth Lacrosse	0	600	3,700	-	4,300
Youth Basketball	0	13,724	17,000	-	30,724
Sports Camps	0	1,716	2,000	-	3,716
Adult Basketball	0	7,000	1,700	-	8,700
Other Youth Programs	0	-	3,300	-	3,300
<b>TOTALS</b>	<b>5</b>	<b>\$ 639,443</b>	<b>\$ 186,513</b>	<b>\$ 40,000</b>	<b>\$ 865,956</b>

\* Number of benefitted employees

**RECREATION**

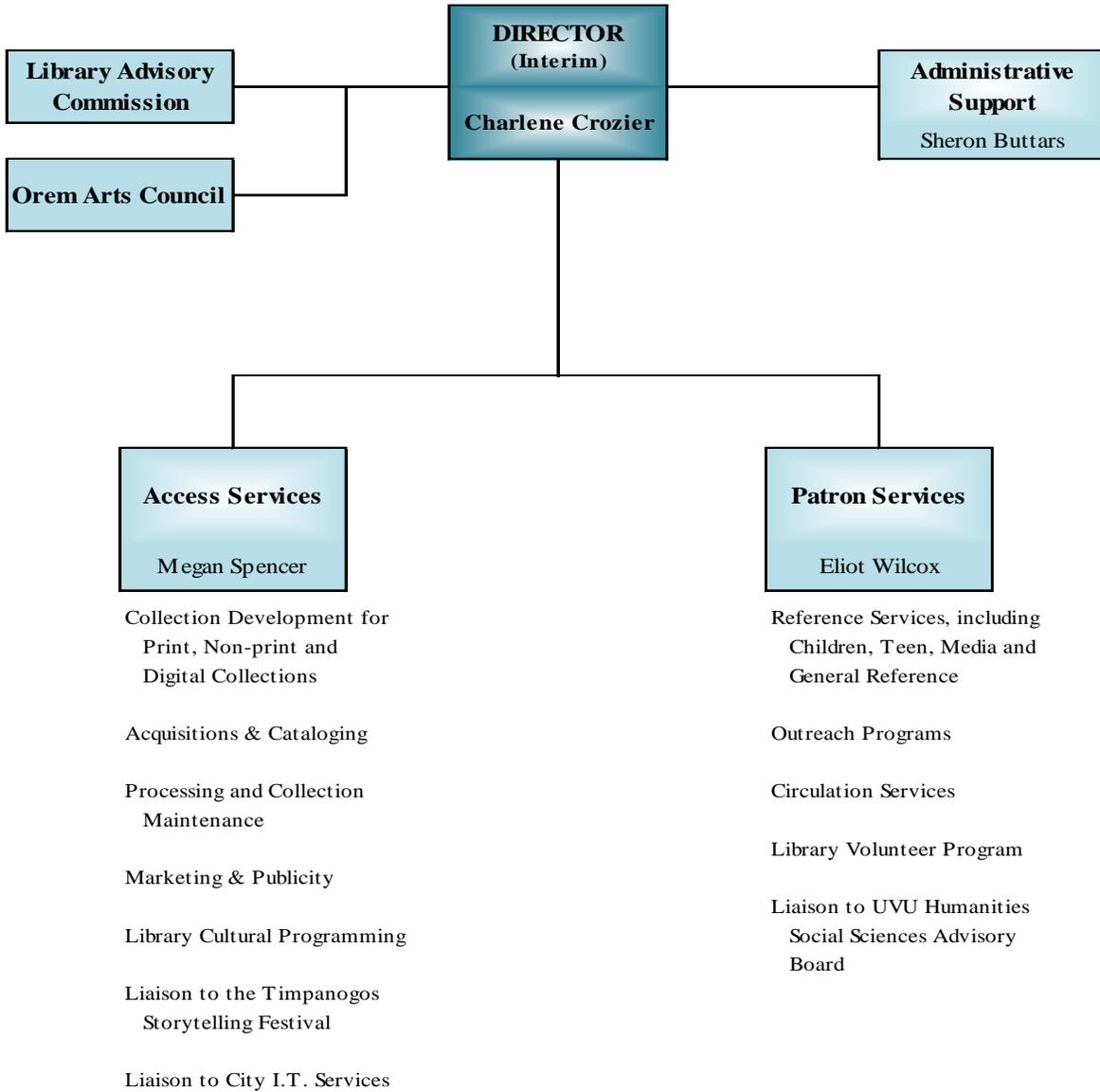
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**LIBRARY**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**LIBRARY**

**Description:** The Orem Public Library supports the entire community in lifelong learning by providing a collection of over 329,000 print and non-print media items, reference and advisory service, cultural programs for patrons of all ages, and fine art touring exhibits. The Library Department includes the following divisions:

- Library Administration
- Access Services
- Patron Services

**Major Accomplishments:**

- Checked out 1.12 million books and non-print media.
- 493,808 patrons came to the Library to use its resources.
- Staff answered 204,360 reference questions.
- 62,692 patrons attended library cultural programs.
- Conducted Orem's sixth annual Orem Reads with 2,836 participants and 468 free books distributed. Presented the sixth Research Revolution with cutting-edge researchers from around the State presenting in-house and to area schools.
- 44,116 people attended the Timpanogos Storytelling Festival and midwinter events.
- 12,445 volunteer hours were contributed to the Library and to Timpanogos Storytelling events.
- Assisted the Orem Arts Council in presenting monthly Orem Arts council Presents programs, two days of entertainment at Summerfest and an expanded Arts in the Park event.
- Scheduled and managed the second season of outdoor performances at the new Stage at City Center Park.
- Three new pieces were added to the City's permanent art collection.
- Wrote 11 grants and received 8 grants in support of library programming.
- Continued a capital fund raising campaign for the Center for Story.

**Challenges addressed in this budget:**

- Contributes to a balanced budget.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Impacts on City Programs and Operations due to Reduced Budget Revenues:**

- Library staff has been reduced by 9 permanent positions (7 FTE) since the hiring freeze in FY08/09, reducing the number of hours available for personalized help at service desks and staffing for programs. We now must utilize more variable hour employees rather than permanent staff and we must take from other areas of the Library budget to cover those variable hour employee costs. We have less ability to recruit well-trained, qualified individuals who will want to stay long-term when they are being hired with variable hour status.
- The Library IT budget of \$35,000 for patron and staff needs was eliminated and there has been no ability to restore that funding to an appropriate level.

**Challenges remaining:**

- Budget for migration to a new automated integrated library software. SirsiDynix Horizon software, currently used the Library, is no longer maintained by SirsiDynix.
- Re-carpet all three floors of the Library north wing, now 18 years old.
- Restore employee training budget for the Library's staff of 100 employees. This budget was cut in FY 2010, virtually eliminating significant training opportunities for most employees.
- Restore maintenance and repair budget for the permanent art collection, cut entirely in FY 2010.
- Expand open hours on Saturday evenings until 9:00 p.m.
- Install a backup generator for the Children's Wing.
- Provide funding for window washing and specialized cleaning in high traffic areas.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

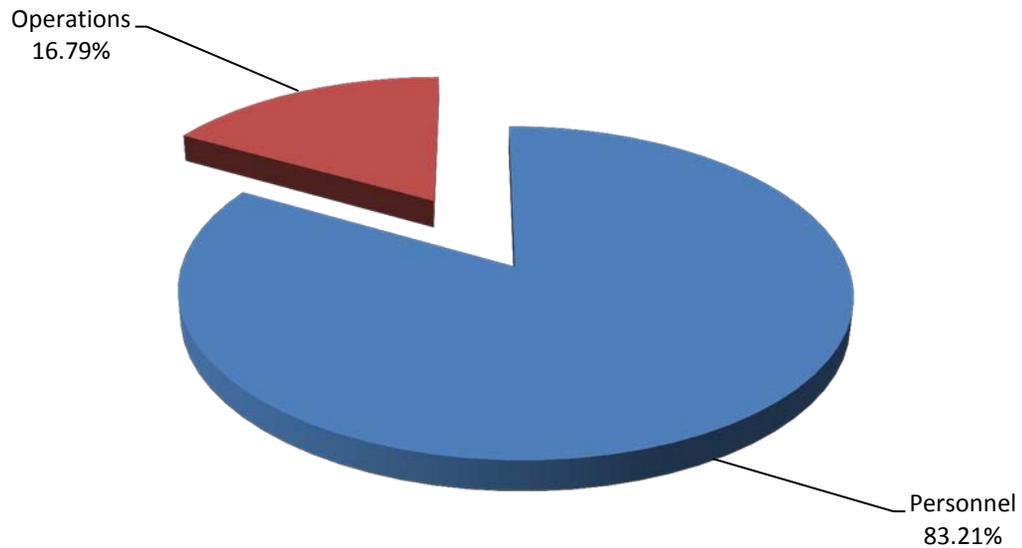
**LIBRARY**

**BUDGET SUMMARY**

LIBRARY	FY 2013 - 2014				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Library Administration	2	\$ 225,523	\$ 52,680	\$ -	\$ 278,203
Access Services	14	985,042	300,587	-	1,285,629
Reference & Collection Services	20	1,330,890	20,700	-	1,351,590
Video Services	0	-	139,000	-	139,000
<b>TOTALS</b>	<b>36</b>	<b>\$ 2,541,455</b>	<b>\$ 512,967</b>	<b>\$ -</b>	<b>\$ 3,054,422</b>

\* Number of benefitted employees

LIBRARY  
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**NON-DEPARTMENTAL**

**Description:** 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 purchasing and warehousing services). They also account for any inter-fund transfers and the City Council's and City Manager's contingency funds.

**BUDGET SUMMARY**

**NON-DEPARTMENTAL**

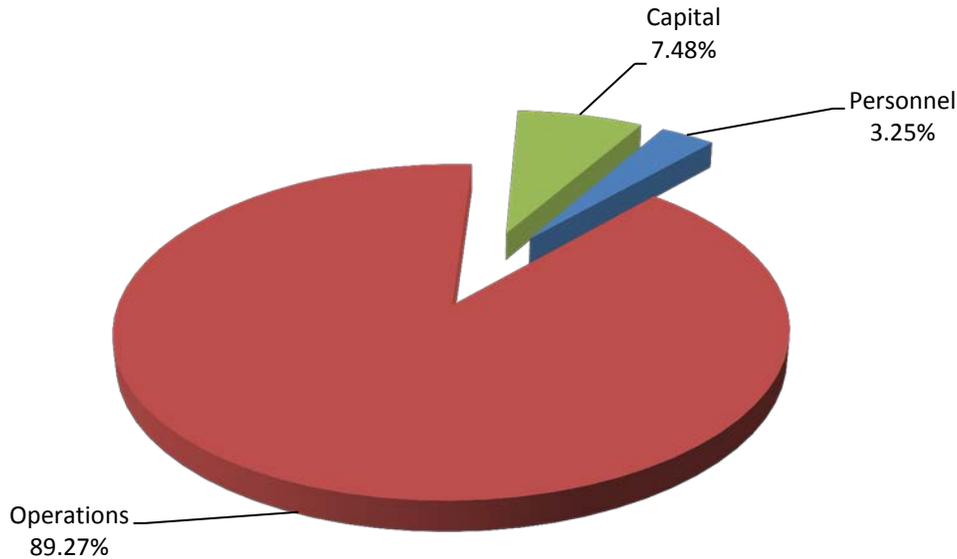
**FY 2013 - 2014**

	<b># OF</b>				
	<b>RET. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Retiree & Other Benefits	31	\$ 260,900	\$ -	\$ -	\$ 260,900
UTOPIA Operations	0	-	575,000	-	575,000
Vehicle Replacement Program	0	-	-	600,000	600,000
Fund Charges	0	-	1,018,779	-	1,018,779
Fund Transfers	0	-	4,697,674	-	4,697,674
Contingency & Other Expenditures	0	-	873,997	-	873,997
<b>TOTALS</b>	<b>31</b>	<b>\$ 260,900</b>	<b>\$ 7,165,450</b>	<b>\$ 600,000</b>	<b>\$ 8,026,350</b>

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

**NON-DEPARTMENTAL**

**Expenditures by Category**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**ROAD  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**ROAD FUND**

**REVENUES**

The Road Fund receives its revenues from the City's portion of the gas taxes paid on the sale of gasoline throughout the State of Utah. These funds are received from the Utah Department of Transportation (UDOT) and can be used only on street and highway related expenditures as provided in Utah State Code. The City's share of these taxes is calculated based on a 50/50 percentage formula of Orem's population compared to the State's total population and the city's weighted lane miles compared to all lane miles in the state. UDOT distributes these funds every two months (six times a year). The annual revenues collected are based on a fiscal year of July 1 through June 30.

In 2004, the City Council established a guideline that State Road funds should 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 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 System (PMS). The Maintenance division currently uses a carte graph program to inventory the PMS program. The City's goal is to spend 75% of the funds received from UDOT for these major maintenance programs.

In recent years, the recession has reduced sales tax revenues as well as gas tax revenues. In order to compensate for the reduced sales tax revenues, the City transferred approximately \$550,000 of street maintenance work that would have normally been paid for by the General Fund to the Road Fund. The net effect has been a reduction in the ability to perform major street maintenance work such as overlays and reconstruction work. If the overall street condition rating of city streets is to remain at 80 or higher, the City will need to bond for major street repair work in a few years or change the manner in which general street maintenance work is funded.

Furthermore, the City uses the Road Fund to purchase large pieces of equipment (i.e. dump trucks) which has a pronounced impact on the funds available for major maintenance work.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Revenues - B&C Road Funds	\$ 2,507,717	\$ 2,386,605	\$ 2,400,000	\$ 2,250,000
Interest Earnings	13,413	20,547	-	10,000
Sale of Fixed Assets	-	-	-	-
Miscellaneous Revenues	-	-	-	-
Appropriations of Surplus	-	-	823,699	-
<b>FUND TOTALS</b>	<b>\$ 2,521,130</b>	<b>\$ 2,407,152</b>	<b>\$ 3,223,699</b>	<b>\$ 2,260,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**Fiscal Year 2013-2014 Road Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Overlays and Reconstruction Projects	\$ 460,000
Slurry Seals	450,000
Crack Sealing	300,000
Micro-Surfacing	100,000
Street Striping	59,239
Total	<u>\$ 1,369,239</u>

**Fiscal Year 2014-2015 Road Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Slurry Seals	\$ 450,000
Crack Sealing	300,000
Overlays and Reconstruction Projects	210,000
Micro-Surfacing	100,000
Street Striping	90,000
Vehicle Replacement	200,000
Total	<u>\$ 1,350,000</u>

**Fiscal Year 2015-2016 Road Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Slurry Seals	\$ 450,000
Overlays and Reconstruction Projects	310,000
Crack Sealing	300,000
Micro-Surfacing	100,000
Street Striping	90,000
Vehicle Replacement	100,000
Total	<u>\$ 1,350,000</u>

**Fiscal Year 2016-2017 Road Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Slurry Seals	\$ 450,000
Crack Sealing	300,000
Overlays and Reconstruction Projects	250,000
Micro-Surfacing	100,000
Street Striping	100,000
Vehicle Replacement	100,000
Total	<u>\$ 1,300,000</u>

**Fiscal Year 2017-2018 Road Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Slurry Seals	\$ 450,000
Overlays and Reconstruction Projects	300,000
Crack Sealing	300,000
Micro-Surfacing	100,000
Street Striping	100,000
Vehicle Replacement	100,000
Total	<u>\$ 1,350,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**ROAD FUND**

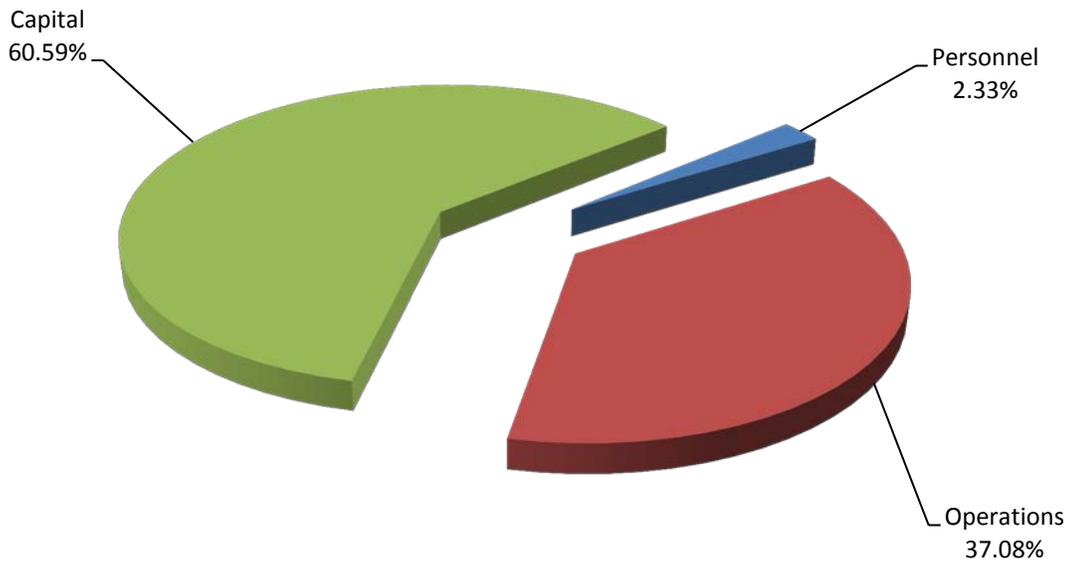
**BUDGET SUMMARY**

ROAD FUND	# OF EMP. *	FY 2013 - 2014			
		PERSONNEL	OPERATIONS	CAPITAL	TOTAL
State B&C Road Funds	0	\$ 52,661	\$ 838,100	\$ 1,369,239	\$ 2,260,000
<b>TOTALS</b>	<b>0</b>	<b>\$ 52,661</b>	<b>\$ 838,100</b>	<b>\$ 1,369,239</b>	<b>\$ 2,260,000</b>

\* Number of benefitted employees

**ROAD FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**CARE TAX  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**CARE TAX FUND**

**REVENUES**

The CARE (Cultural Arts and Recreation Enrichment) Tax Fund was created to account for the 1/10 of 1% (\$0.10 for every \$100 spent) sales tax collected within the boundaries of the City. The proceeds, of which, can be used to fund publicly owned or operated recreational and cultural facilities, and operations of private non-profit cultural organizations in Orem. The CARE tax was authorized by citizen vote in the general election of November 2005 and first collected in the fourth quarter of Fiscal Year 2006. The CARE tax will be levied for eight years, ending in the third quarter of Fiscal Year 2014, after which it will automatically expire. The sales tax option may be reauthorized by citizen vote in a general election for succeeding ten year periods.

Grants through the competitive CARE Program provide funding to enhance both recreation and cultural arts for the City's residents. The first granting round of the CARE Program occurred in 2007 and the City has participated in an annual granting cycle every year since then.

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 10 - 11</u>	<u>ACTUAL FY 11 - 12</u>	<u>BUDGET FY 12 - 13</u>	<u>TENTATIVE BUDGET FY 13 - 14</u>
Sales Taxes - CARE Tax	\$ 1,557,238	\$ 1,652,523	\$ 1,650,000	\$ 1,670,000
Interest Earnings	22,192	31,012	25,000	30,000
Appropriations of Surplus	-	-	4,646,009	-
<b>FUND TOTALS</b>	<b><u>\$ 1,579,430</u></b>	<b><u>\$ 1,683,535</u></b>	<b><u>\$ 6,321,009</u></b>	<b><u>\$ 1,700,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**CARE TAX FUND**

**Description:** The CARE (Cultural Arts and Recreation Enrichment) Tax Fund was created in Fiscal Year 2005-2006 to account for the 1/10 of 1% (\$.10 for every \$100 spent) sales tax collected within the boundaries of the City, the proceeds of which can be used to fund publicly owned or operated recreational and cultural facilities and operations of private non-profit cultural organizations in Orem. The CARE Tax is allocated to two general categories:

- Publicly Owned Facilities for both Recreation and Cultural Arts
- Programs for Cultural Arts, both Minor and Major Grants to Non-profits

**Major Accomplishments:**

- The sixth round of CARE grants was conducted in 2012, and grants were awarded to several organizations and projects. Major Grant recipients included: SCERA, Hale Center Theater, Utah Regional Ballet, and the Utah Valley Symphony. The City also awarded 13 Mini Grants for cultural arts programming. Facilities grants included: Recreation/Leisure Property Acquisition and the Center for Story.

**Challenges addressed in this budget:**

- State law allows the use of up to 1.5% of CARE Tax revenue to administer the CARE Program. This budget includes funds for staff, supplies, and equipment needed to carry out the granting program.

**Challenges remaining:**

- A downturn in the economy and the removal of the charge of this tax on food beginning January 2008 has reduced the anticipated revenues from the tax. This has affected the ability of the City Council and others to accomplish the goals stated at the inception of the tax.
- Award CARE grants, utilizing the CARE Tax in the most responsible and efficient manner possible.
- Work with the community regarding the proposed renewal of the tax in November 2013.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

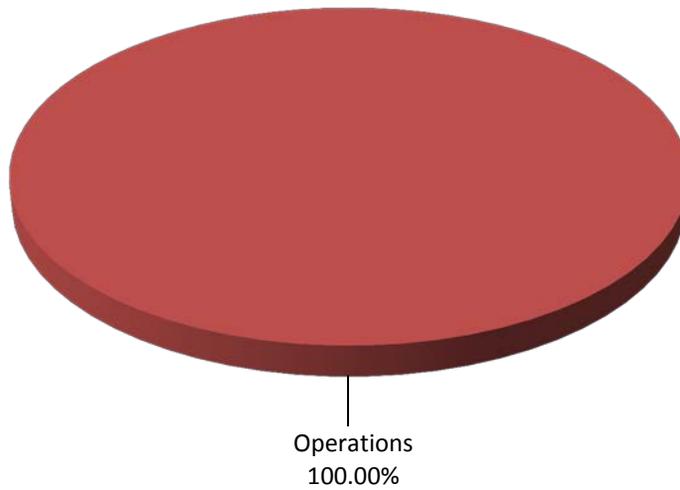
**CARE TAX FUND**

**BUDGET SUMMARY**

CARE TAX FUND	FY 2013 - 2014				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
CARE Tax Expenditures	0	\$ -	\$ 1,700,000	\$ -	\$ 1,700,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 1,700,000</b>	<b>\$ -</b>	<b>\$ 1,700,000</b>

\* Number of benefitted employees

CARE TAX FUND  
Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**DEBT  
SERVICE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**DEBT SERVICE FUND**

**REVENUES**

The Debt Service Fund accounts for all of the payments on general obligations debt of the City (property tax supported debt) and most of the remaining debt of the City. Property tax dedicated to the payment of general obligation debt and revenues received for special improvement districts are recorded directly in the Debt Service Fund while all other debt service revenues are recorded as transfers from other funds.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Proceeds - Bond Issuances	\$ 1,915,000	\$ 1,814,000	\$ -	\$ -
Property Taxes - General Obligation Bonds	1,935,427	1,935,499	1,949,245	1,933,950
Interest Earnings	25,452	8,524	-	-
Miscellaneous Revenues - SID	746,109	2,810,547	746,304	718,422
Contributions from Other Funds	1,791,249	4,027,496	4,540,923	4,679,489
Appropriations of Surplus	-	-	2,232,475	-
<b>FUND TOTALS</b>	<b>\$ 6,413,237</b>	<b>\$ 10,596,066</b>	<b>\$ 9,468,947</b>	<b>\$ 7,331,861</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**DEBT SERVICE FUND**

<u>TYPE &amp; NAME OF INDEBTEDNESS</u>	<u>INTEREST RATES</u>	<u>FISCAL YEAR OF COMPLETION</u>	<u>TOTAL AMOUNT ISSUED</u>	<u>PRINCIPAL BALANCE JUNE 30, 2013</u>	<u>FISCAL YEAR 2013-2014 PAYMENTS</u>
<b>General Obligations Bonds</b>					
General Obligation Refunding Bonds, Series 2004	3.0% to 4.0%	2016-2017	\$ 3,975,000	\$ 1,740,000	\$ 470,250
General Obligation Road Bonds, Series 2005	3.5% to 5.0%	2024-2025	8,985,000	6,320,000	690,759
General Obligation Road Bonds, Series 2006	3.625% to 5.0%	2024-2025	5,515,000	3,995,000	426,716
General Obligation Refunding Bonds, Series 2009	2.75% to 5.0%	2018-2019	2,865,000	1,845,000	344,525
			21,340,000	13,900,000	1,932,250
<b>Revenue Bonds</b>					
Canyon River Special Improvement District, Series 2001	5.00%	2015-2016	3,680,000	605,000	220,250
Sales Tax Revenue Refunding Bonds, Series 2007	3.8% to 5.0%	2022-2023	5,720,000	5,595,000	265,274
Midtown Village Special Improvement District, Series 2009	Variable	2028-2029	3,943,000	3,074,000	275,034
Franchise Tax Revenue Refunding Bonds, Series 2010	2.125% to 5.125%	2017-2018	4,375,000	2,850,000	683,219
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	1,765,000	221,788
Sales Tax Revenue Refunding Bonds, Series 2012	1.50%	2014-2015	1,814,000	1,093,000	831,395
			21,447,000	14,982,000	2,496,960
<b>Other</b>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	209,667	33,615
			391,000	209,667	33,615
<b>Grand Total - Debt Service Fund Indebtedness</b>			<b>\$ 43,178,000</b>	<b>\$ 29,091,667</b>	<b>\$ 4,462,825</b>

**TYPE & NAME OF INDEBTEDNESS**

**PURPOSE OF BOND**

**General Obligations Bonds**

General Obligation Refunding Bonds, Series 2004  
 General Obligation Road Bonds, Series 2005  
 General Obligation Road Bonds, Series 2006  
 General Obligation Refunding Bonds, Series 2009

Refunded 1997 General Obligation Road Construction Bonds.  
 Road and sidewalk construction and reconstruction.  
 Road and sidewalk construction and reconstruction.  
 Refunded 1998 General Obligation Road Construction Bonds.

**Revenue Bonds**

Canyon River Special Improvement District, Series 2001  
 Sales Tax Revenue Refunding Bonds, Series 2007  
 Midtown Village Special Improvement District, Series 2009  
 Franchise Tax Revenue Refunding Bonds, Series 2010

Infrastructure construction in a special improvement district.  
 Partially refunded the 2002 Sales Tax Revenue Bonds.  
 Infrastructure construction in a special improvement district.  
 Refunded the Municipal Building Authority bonds used for the library addition  
 and cemetery and Nielsen's Grove land purchases.

Northgate Special Improvement District, Series 2010  
 Sales Tax Revenue Refunding Bonds, Series 2012

Infrastructure construction in a special improvement district.  
 Refunded the remaining 2002 Sales Tax Revenue Bonds.

**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 18.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**DEBT SERVICE FUND**

**BUDGET SUMMARY**

**DEBT SERVICE FUND**

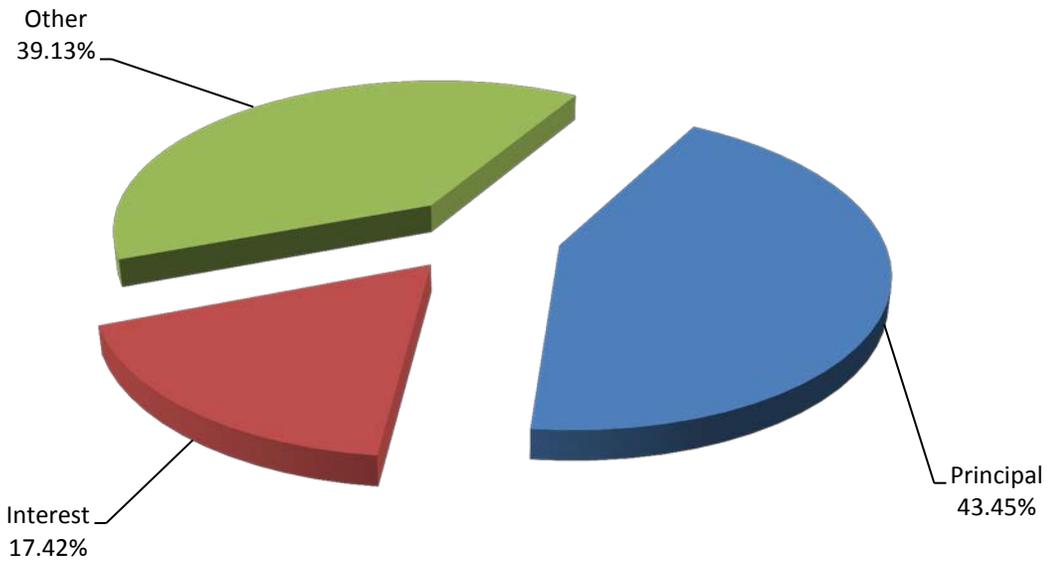
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Debt Service - Principal	0	\$ -	\$ 3,185,622	\$ -	\$ 3,185,622
Debt Service - Interest	0	\$ -	1,277,206	\$ -	1,277,206
Debt Service - Trustee Fees	0	\$ -	10,050	\$ -	10,050
Debt Service - UTOPIA	0	\$ -	2,858,983	\$ -	2,858,983
Debt Service - Miscellaneous	0	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 7,331,861</b>	<b>\$ -</b>	<b>\$ 7,331,861</b>

\* Number of benefitted employees

**DEBT SERVICE FUND**

Expenditures by Type



**CAPITAL  
IMPROVEMENT  
PROJECTS  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

**REVENUES**

The Capital Improvement Projects (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.

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 10 - 11</u>	<u>ACTUAL FY 11 - 12</u>	<u>BUDGET FY 12 - 13</u>	<u>TENTATIVE BUDGET FY 13 - 14</u>
Grant - Federal Energy Savings	\$ 830,504	\$ -	\$ -	\$ -
Sale of Fixed Assets	25,000	45,598	-	-
Miscellaneous Revenues	-	-	-	-
Lease Revenues - Cell Towers	234,451	151,105	230,000	240,000
Misc Revenues - Rocky Mtn Power Incentiv	-	48,755	-	-
Contributions from Other Funds	6,000	72,000	530,000	-
Appropriations of Surplus	-	-	278,890	-
<b>FUND TOTALS</b>	<b><u>\$ 1,095,955</u></b>	<b><u>\$ 317,458</u></b>	<b><u>\$ 1,038,890</u></b>	<b><u>\$ 240,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**CAPITAL IMPROVEMENTS PROJECTS (CIP) FUND**

**Fund Description:** Capital Improvements Projects Fund is used to account for the revenues and expenditures dedicated for general capital improvements.

**Major accomplishments (last five years):**

- Completion of the Bikes and Trails Master Plan.
- PRD subsidy to assist in street maintenance of private streets.
- Remodel and energy upgrade of the City Center building.
- New Cemetery Building, construction completed March 2008.
- Coordinated with Northgate Development to construct a 5 acre/foot landscaped park/storm water detention basin within the Northgate development area.
- Traffic calming improvements made on 500 East Street from 800 South - 1100 South, using striping, bulb-outs, and signing; completed March 2008.
- Sandhill Road, final phase, completed Spring of 2008. This project was in the planning/construction process for approximately fourteen years.
- Began installation of street lights in City parks and replacing expired neighborhood lighting districts.
- 800 North Trail.
- Box culvert piping the North Union Canal at 200 North 400 East.
- 800 North improvements with UDOT from 400 West to 980 West for curb and gutter completion, three lanes in each direction, new storm drain, and intersection and signal light upgrades at 980 West.
- 1200 North 800 East signal light.
- HAWK (High-Intensity Activated crossWalk beacon) pedestrian signals on 1200 West 800 South by UVU which was a coordinated effort between the City and the University to increase pedestrian safety.
- UTA Frontrunner Intermodal Station.
- Lakeview Parkway Alignment Study.
- Columbia Lane from State Street to I-15 street reconstruction project including street widening, sidewalk installation, landscaping and the addition of water line upgrades.
- The Cultural Arts Outdoor Stage at City Center Park located west of the Senior Friendship Center.
- Scera Park / Scera School parking lot expansion.
- Geneva Road from University Parkway to 1600 North; the City has been coordinating with UDOT for roadway widening and Orem utility improvements. This project includes new waterlines, new sewer line relocations, storm drainage piping systems, fiber optic lines for signal light coordination and street lighting.
- I-15 reconstruction by I-CORE; the City has been coordinating with I-CORE for various utility upgrades under the freeway, new storm drains from Center Street, street lighting and landscaping at the interchanges.
- The City has been coordinating with UTOPIA for the backbone installation of major fiber optic lines and hut locations city-wide since October 2011.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Challenges remaining:**

- On-going source of funding for capital improvement projects.
- Construction of Fire Station #4.
- 800 North park strip maintenance building.
- 800 South interchange.
- 800 South traffic calming project.
- Center Street widening from Geneva Road to I-15.
- 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.
- Southwest Area impact fee analysis.
- Utah Valley University traffic growth.
- Participate in and provide helpful guidance to the completion of major transportation studies in Utah County, namely, I-15 Corridor, Geneva Road, Vineyard Connector and Bus Rapid Transit (BRT).
- Widen 1600 North from 1200 West to State Street.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**Fiscal Year 2013-2014 CIP Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Future Projects	\$ 45,660
Fiber Optics Projects	110,724
Miscellaneous Construction	40,000
Total	<u>\$ 196,384</u>

**Fiscal Year 2014-2015 CIP Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
City Street Lights in expired Lighting Districts	\$ 400,000
Sidewalk Replacement	250,000
Traffic Signal - 400 North 800 East	200,000
Restroom Replacement at City Park	200,000
Maintenance Building on 800 North Parkway	150,000
City Center Roof Repair	150,000
Park Maintenance Upgrades (restroom repairs, paving parking lots, fence repairs, etc.)	150,000
Tennis Court Renovation (per court)	125,000
Miscellaneous Construction	50,000
Total	<u>\$ 1,675,000</u>

**Fiscal Year 2015-2016 CIP Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Sidewalk Replacement	\$ 250,000
Right Turn Lanes added - 400 North Orem Boulevard	175,000
Clean & Seal City Center Exterior Brick	150,000
Storage Building Replacement at City Park	150,000
Park Maintenance Upgrades (restroom repairs, paving parking lots, fence repairs, etc.)	150,000
Tennis Court Renovation (per court)	125,000
Sprinkler Systems Upgrades and Renovations	60,000
Miscellaneous Construction	50,000
Total	<u>\$ 1,110,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**Fiscal Year 2016-2017 CIP Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Sidewalk Replacement	\$ 250,000
City Center & Library Carpet Replacement	200,000
Park Maintenance Upgrades (restroom repairs, paving parking lots, fence repairs, etc.)	150,000
Tennis Court Renovation (per court)	125,000
Mt. Timpanogos Park Playground	75,000
Nielsen Grove Fountain & Reflection Pool Resurfacing	75,000
Sprinkler System Upgrades and Renovations	60,000
Miscellaneous Construction	50,000
<b>Total</b>	<b>\$ 985,000</b>

**Fiscal Year 2017-2018 CIP Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Sidewalk Replacement	\$ 250,000
Landscape Road Entry ways	250,000
Traffic Signal - Center Street & Palisade Drive	200,000
Park Maintenance Upgrades (restroom repairs, paving parking lots, fence repairs, etc.)	150,000
Tennis Court Renovation (per court)	125,000
Park Maintenance Building at City Center Park	85,000
Sprinkler Systems Upgrades and Renovations	75,000
Sport Field Bleachers Replacement	15,000
Miscellaneous Construction	50,000
<b>Total</b>	<b>\$ 1,200,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

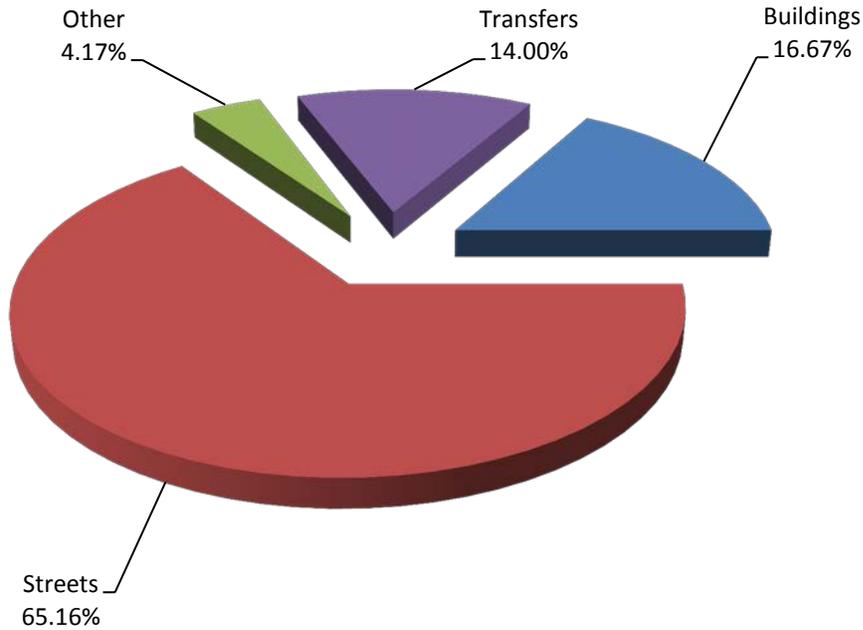
**BUDGET SUMMARY**

CAPITAL IMPROVEMENT PROJECTS FUND	FY 2013 - 2014				
	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
CIP - Streets	0	\$ -	\$ -	\$ 156,384	\$ 156,384
CIP - Buildings	0	\$ -	\$ -	40,000	40,000
CIP - Other	0	\$ -	10,000	\$ -	10,000
CIP - Transfers to Other Funds	0	\$ -	33,616	\$ -	33,616
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 43,616</b>	<b>\$ 196,384</b>	<b>\$ 240,000</b>

\* Number of benefitted employees

CAPITAL IMPROVEMENT PROJECTS FUND

Expenditures by Type



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

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**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**WATER  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**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.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Water Sales	\$ 9,078,938	\$ 9,752,980	\$ 9,710,000	\$ 9,935,000
Water Fees	94,473	663,978	259,000	598,000
Water Connection Fees	108,021	92,799	70,000	75,000
Interest Earnings	36,739	58,852	20,000	45,000
Amortization of Bond Premiums	29,111	29,111	11,096	11,100
Sale of Fixed Assets	-	94,629	-	-
Miscellaneous Revenues	9,744	574,425	194,172	145,000
Contributed Lines / Assets	30,000	49,000	-	-
Contributions from Other Funds	105,004	105,370	96,017	94,931
Appropriations of Surplus	-	-	3,548,751	-
<b>FUND TOTALS</b>	<b>\$ 9,492,030</b>	<b>\$ 11,421,144</b>	<b>\$ 13,909,036</b>	<b>\$ 10,904,031</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**WATER FUND**

**Fund Description:** The Water Fund is used to account for the revenues and expenditures of the City's water utility. The Water Fund has two main operating components: the water distribution system and the water supply system. The water distribution system consists of 477 miles of water mains and service lines. The water supply system consists of three general sources of water including surface water (58%), deep wells (24%), and springs (18%).

**Major accomplishments (last five years):**

- Replaced and repaired hundreds of leaking service lines.
- Maintained zero water quality violations.
- Maintained 352 miles of main line from 4" to 48" in diameter and 125 miles of service lines 3/4" to 2" in diameter, totaling 477 miles of pipe.
- Installed approximately 11,000' of new 8" to 16" water main in Geneva Road.
- Upgraded and installed new lines or future use crossings under the Provo Reservoir Canal.
- Maintained all water sources and storage facilities through the water system.
- Rehabilitated the interior and exterior of the 3 MG & 5 MG storage reservoirs.
- Replaced the aging 12" water line across Cascade Golf Course.
- Removed the old 2 MG steel storage reservoir and concrete valve building at the upper tank location.
- Replaced 1,000' of aging 8" water main on 800 West in the 530 North area.
- In conjunction with the CWP water line, replaced 1,500' of aging 8" water main and installed a 15" drain line for Well #6 on 1000 East.
- Replaced four spring boxes, collection lines, and 1,100' of 12" water line in the Canyon Springs area.
- Installed 2,000' of 6" water line in the Canyon Springs area, connecting Maple Springs Box to Big Pipe Springs Box.
- Completed the rehabilitation of collection boxes at Alta Springs.
- Rehabilitated Well #2, Well #3, Well #4, and Well #5.
- Completed all aspects of Well #9.
- Installed a new 12" and 8" water line in 1600 South from Main Street to 800 East.
- Installed a new 16" water line in 1200 North from 1030 West to Industrial Park Drive, including a 24" casing and a 20" HDPE waterline under I-15.
- Installed approximately 8,000' of new 8" water lines at various locations throughout the City.
- Installed approximately 1,500' of new 8" water line in Columbia Lane from 1800 South to 2000 South.
- Replaced approximately 500' of 8" water line and relocated the water meter on the north side of Utah Valley University.

**Challenges addressed in this budget:**

- Provided funds necessary to maintain the water collection and distribution systems.
- Provided funds to update the Water Master Plan.
- Obtained an annual water rate increase to address the annual \$80,000 increase in the Jordanelle water allotment, water treatment costs, and to comply with various bond debt covenants.
- Provided adequate backup power generation at deep well and booster locations.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Challenges remaining:**

- Identify funding to enable the City to replace water lines and other infrastructure identified in the Orem Water Master Plan.
- Identify funding to replace aging vehicles, well equipment, and other capital assets before they fail.
- Identify funding for additional employees to maintain an aging and expanding infrastructure as the City continues to grow.
- Implementing Orem's Water Conservation Plan.
- Provide for adequate water storage at key locations.
- Implement automatic meter reading technology citywide.
- Identify further funding to provide adequate backup power generation at deep well and booster locations.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Fiscal Year 2013-2014 Water Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Emergency Backup Generator & Transformer for Wells	\$ 300,000
4" Waterline Replacements	200,000
Equipment Replacement	38,000
Miscellaneous Water Projects	260,438
Total	<u>\$ 798,438</u>

**Fiscal Year 2014-2015 Water Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Equipment Replacement - Dump Truck	\$ 350,000
4" Waterline Replacements	300,000
Canyon Springs Wet Well Rehabilitation (Construct)	200,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 900,000</u>

**Fiscal Year 2015-2016 Water Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
4" Waterline Replacements	\$ 450,000
Alta Springs Waterline Replacement, Phase 2 (Sinking Fund)	300,000
Equipment Replacement	100,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 900,000</u>

**Fiscal Year 2016-2017 Water Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Alta Springs Waterline Replacement, Phase 2 (Sinking Fund)	\$ 400,000
4" Waterline Replacements	350,000
Equipment Replacement	100,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 900,000</u>

**Fiscal Year 2017-2018 Water Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Alta Springs Waterline Replacement, Phase 2 (Construct)	\$ 400,000
4" Waterline Replacements	350,000
Equipment Replacement	100,000
Miscellaneous Water Projects	50,000
Total	<u>\$ 900,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**WATER FUND**

**BUDGET SUMMARY**

**WATER FUND**

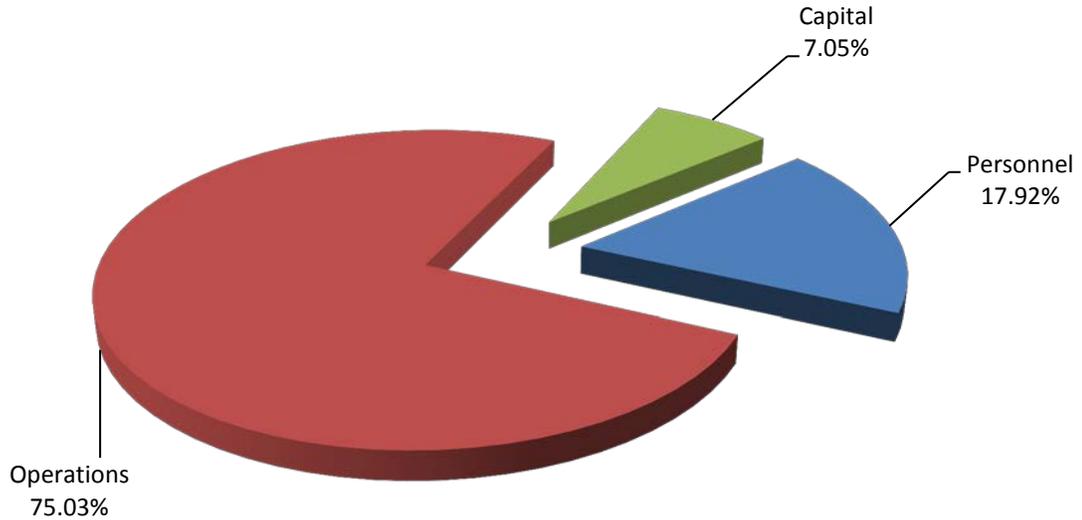
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Water Administration	2	\$ 236,220	\$ 3,828,058	\$ -	\$ 4,064,278
Water Supply and Pumping	7	647,230	3,799,441	-	4,446,671
Water Distribution	14	1,070,917	542,628	38,000	1,651,545
Water Capital Projects	0	-	11,100	730,437	741,537
<b>TOTALS</b>	<b>23</b>	<b>\$ 1,954,367</b>	<b>\$ 8,181,227</b>	<b>\$ 768,437</b>	<b>\$ 10,904,031</b>

\* Number of benefitted employees

**WATER FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**WATER  
RECLAMATION  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**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.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Sewer Service Charges	\$ 6,225,945	\$ 6,347,319	\$ 6,592,500	\$ 6,362,500
Sewer Fees	197,879	266,113	220,000	220,000
Sewer Connection Fees	125,433	83,897	40,000	50,000
Interest Earnings	22,014	29,202	5,000	25,000
Sale of Fixed Assets	26,295	61,034	26,750	10,000
Miscellaneous Revenues	72,437	131,867	237,351	287,351
Contributed Lines / Assets	83,083	24,400	-	-
Appropriations of Surplus	-	-	1,125,336	-
<b>FUND TOTALS</b>	<b>\$ 6,753,086</b>	<b>\$ 6,943,832</b>	<b>\$ 8,246,937</b>	<b>\$ 6,954,851</b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**WATER RECLAMATION FUND**

**Fund Description:** The Water Reclamation Fund is used to account for the revenues and expenditures of the City's water reclamation utility, which is an enterprise fund that operates much like a private business in that its very existence is supported by the revenues generated from providing sewer services. The Water Reclamation Fund has two main operating components: the wastewater collections system and treatment plant. This plant is a regional water reclamation facility that processes 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-rated basis.

**Major accomplishments (last five years):**

- Upgraded the Water Reclamation Facility by doubling the biological loading capacity, increasing the hydraulic capacity by 1.2 million gallons per day, and improving the biosolids treatment process to produce a Class A (high quality) product.
- Replaced 1500' of sewer main and numerous manholes for the Provo Reservoir Canal project.
- Constructed a new Geneva sewer lift station with flows split to Geneva Road and to 1200 West.
- Replaced 5 (of 150) aging pumps at the Water Reclamation Facility.
- Procured a manhole cutting machine to assist collection maintenance personnel adjust hardware elevations.
- Updated several sewer lines in the I-15 corridor including a future use casing under University Parkway.
- Eliminated three septic tank systems within the City.
- Procured a new large capacity dump truck and pup trailer to haul biosolids to land application sites.
- In conjunction with Lindon City, the City of Orem installed a new 24" sewer main from 1000 North Geneva Road to 1450 West 1600 North.
- Installed a new pressure main from 1000 North Geneva Road to 1500 West 800 North.
- Rehabilitated several city sewer lines utilizing both standard open-cut and trenchless technologies.
- Purchased and expanded the point repair system for ongoing collection line maintenance.
- Upgraded the collections mapping and data management system.
- Finished installation of new standby generators in all six sewer lift stations.
- Enhanced the SCADA system for better plant control and monitoring.
- Procured a new sewer cleaning truck.
- Procured a new CCTV inspection system with a lateral launcher system and service line restoration system.
- Continued revegetating landscaping at the plant.
- Negotiated land application sites with local agricultural areas in the valley.

**Challenges addressed in this budget:**

- Perform and adopt a new Local Limits Study required by the State Department of Water Quality.
- Lining degrading sewer lines by utilizing trenchless technologies.
- Updating the Sanitary Sewer Master Plan.
- Treating industry discharges.
- Developing and operating dependable lift stations.

**Challenges remaining:**

- Operating the Pretreatment Program and sewer collection system with fewer personnel.
- Monitoring and regulating industrial discharges to the collection system.
- Increasing sewer collection system capacities.
- Replace aging equipment.
- Reducing routine cleaning locations by replacing or lining problem areas.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**Fiscal Year 2013-2014 Water Reclamation Fund Projects Capital Budget**

<u>Project Description</u>	<u>Budget</u>
Routine Maintenance Elimination - Beverly Area	\$ 125,000
Pipe Liner Projects	100,000
Penn Valley Diaphragm Pumps	70,000
Grit Washer	70,000
Vehicle Replacements	65,000
Lampson Blower	50,000
Wash Monster Cutting Head	40,000
Ammonia Probes in BNR Ditch	10,000
Spectrophotometer	10,000
Miscellaneous Water Reclamation Projects	47,668
Total	<u>\$ 587,668</u>

**Fiscal Year 2014-2015 Water Reclamation Fund Projects Capital Budget**

<u>Project Description</u>	<u>Budget</u>
Routine Maintenance Elimination	\$ 125,000
Pipe Liner Projects	100,000
Bio-Solids Hauling Truck and Pup (Sinking Fund)	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
Total	<u>\$ 410,000</u>

**Fiscal Year 2015-2016 Water Reclamation Fund Projects Capital Budget**

<u>Project Description</u>	<u>Budget</u>
Bio-Solids Hauling Truck and Pup	\$ 175,000
Routine Maintenance Elimination	125,000
Pipe Liner Projects	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
Total	<u>\$ 485,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**Fiscal Year 2016-2017 Water Reclamation Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Routine Maintenance Elimination	\$ 225,000
Pipe Liner Projects	100,000
Equipment Replacement - Jet/Vac Truck (Sinking Fund)	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
Total	<u>\$ 510,000</u>

**Fiscal Year 2017-2018 Water Reclamation Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Routine Maintenance Elimination	\$ 175,000
Equipment Replacement - Jet/Vac Truck	150,000
Pipe Liner Projects	100,000
Septic Tank Elimination (Maintain Revolving Fund at \$50,000)	10,000
Miscellaneous Water Reclamation Projects	75,000
Total	<u>\$ 510,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**WATER RECLAMATION FUND**

**BUDGET SUMMARY**

**WATER RECLAMATION FUND**

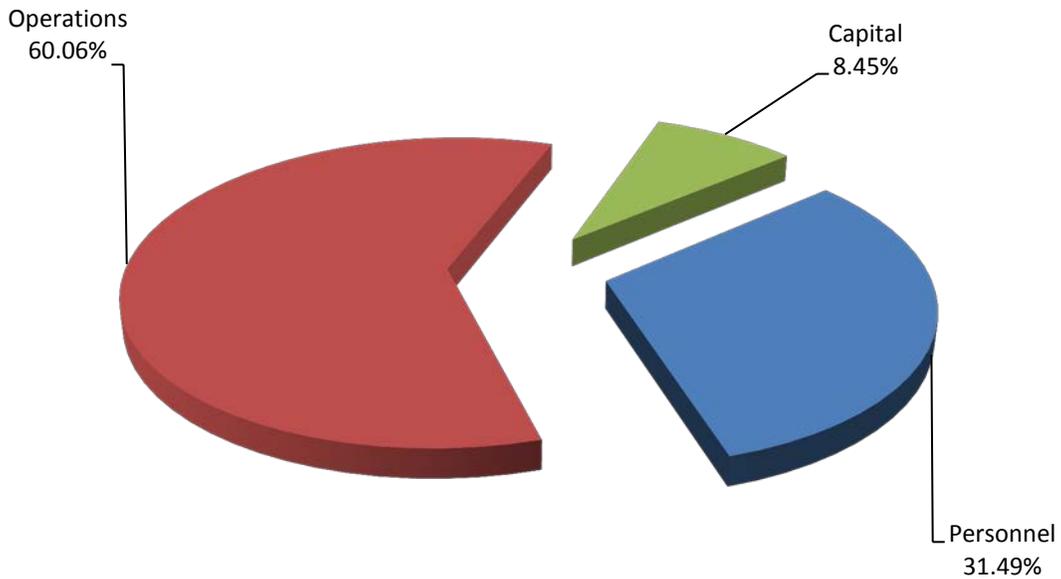
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Water Reclamation Administration	1	\$ 121,246	\$ 2,593,202	\$ -	\$ 2,714,448
Water Reclamation Collection	8	578,880	209,812	-	788,692
Water Reclamation Treatment	20	1,489,658	1,374,385	315,000	3,179,043
Water Reclamation Capital Projects	0	-	-	272,668	272,668
<b>TOTALS</b>	<b>29</b>	<b>\$ 2,189,784</b>	<b>\$ 4,177,399</b>	<b>\$ 587,668</b>	<b>\$ 6,954,851</b>

\* Number of benefitted employees

**WATER RECLAMATION FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**STORM  
SEWER  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**STORM SEWER FUND**

**REVENUES**

The Storm Sewer Fund receives revenues primarily from fees assessed to property owners based on the amount of impervious surface area on a property within the City's boundaries. This fee helps the City protect the quality of the City's underground drinking water supply and provides the necessary resources to maintain the City's storm sewer collection system. The Storm Sewer Fund also receives interest revenues.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Storm Sewer Charges	\$ 2,768,166	\$ 2,784,582	\$ 2,700,000	\$ 2,850,000
Storm Sewer Fees	600	9,675	-	-
Interest Earnings	11,610	23,372	5,000	15,000
Amortization of Bond Premiums	12,696	12,696	5,290	5,300
Sale of Fixed Assets	-	15,150	-	-
Miscellaneous Revenues	123,392	155,363	-	-
Contributions from Other Funds	-	-	-	10,000
Appropriations of Surplus	-	-	1,752,698	-
<b>FUND TOTALS</b>	<b>\$ 2,916,464</b>	<b>\$ 3,000,838</b>	<b>\$ 4,462,988</b>	<b>\$ 2,880,300</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**STORM SEWER FUND**

**Fund Description:** The Storm Sewer Fund is used to account for the revenues and expenditures of the City's Storm Sewer Utility. The Storm Sewer Utility operates like a private business as it is supported by the revenues it earns from providing storm water drainage for the residents of the City.

This fund was established in June 1996. The operating revenues for this utility fund come from fees assessed to each parcel of property (residential, commercial, industrial, etc.) throughout the City according to the property's number of Equivalent Service Units (ESU). Currently, there are 52,376 total ESU's throughout the City of Orem. Of the total ESU's, approximately 18,662 are single family residential (36%), 4,600 are school related (9%), 2,611 are related to religious affiliations (5%), and the remaining 26,503 are commercial, industrial, or manufacturing properties (51%). The City provides non-residential properties the opportunity to receive storm water quality credits that can reduce the assessment on those properties. Currently, these credits amount to a total of approximately 3,100 ESU's (6%).

As of January 2011, the City's storm water sewer system consists of an estimated 3,100 Class V injection wells located on public and private property and approximately 383,353 feet (72.6 miles) of storm drain pipe. Pipe sizes range from 6" to 54" in diameter. The vast majority of such pipe is 24" or less. The storm water sewer system also includes thirty-four (34) detention areas for storm water filtration. Twenty-four (24) of those detention areas are multi-use facilities with turf grass areas that are open to the public. The other twelve (12) basins consist of unimproved areas, some of which are wetland areas.

Since its inception in 1996, the Storm Sewer Utility has completed over \$17.5 million in capital improvement projects.

**Major accomplishments (last five years):**

- In cooperation with UDOT, the construction of storm drain systems in 800 North from 400 West to Geneva Road, Center Street from 1000 West to Geneva Road, along Geneva Road from 1200 North to University Parkway, as well as the construction of multiple detention basins has been completed.
- Continue to preserve the City's UPDES Phase II Permit for Storm Water Discharge and renewed it in 2010. The goal of the UPDES Permit is to protect, prevent, plan, and provide for safe waters for all to use and enjoy.
- Swept an average of 8,800 miles of city streets each year. This is the equivalent to sweeping every street in the City 14 times.
- Hosted seminars for contractors, developers, and engineers pertaining to construction site storm water runoff quality control measures.
- Installed and rehabilitated 80 city owned sumps at various locations.
- Constructed a storm drain line in 800 South from 650 West to 1200 West.
- Constructed a storm drain line in 680 South from 1200 West to 1030 West.
- Completed construction of the Salt Storage Building at the Public Work Facilities Complex.
- Installed storm drainage piping from Bonneville Park detention basin to the I-15 corridor.
- Installed a storm drain in the 500 West, 1600 to 1640 South neighborhood.
- Developed an interlocal storm water agreement between the City of Orem, Town of Vineyard, Lindon City, and Pleasant Grove City pertaining to the Lindon Hollow Creek. This past year, Lindon Hollow Creek has seen nearly \$500,000 worth of improvements along the construction of an adjacent trail.
- City crews installed a pipe system in Industrial park Drive that will prevent flooding of local businesses in the area.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**Challenges addressed in this budget:**

- Provides for the construction of the Northgate Detention Basin to improve and relocate City storm water infrastructure required by the piping of the Murdock Canal.
- Provides for maintenance of Lindon Hollow Creek and various wetlands.
- Provides funding for miscellaneous projects.
- Provides funding for a major piece of maintenance equipment.

**Challenges remaining:**

- Address the challenges presented from increased workload due to a growing City.
- Acquire sufficient land to build future storm water detention facilities.
- Purchase of wetland properties along the Utah Lake shoreline.
- 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.
- Developing the Williams Farm detention basin as the property is under new ownership.
- Constructing main drainage systems (e.g., 400 North, Scera Park, etc.).
- Securing sufficient funding to accomplish the work outlined.
- Hiring personnel to accomplish the workload as regulated by the State and EPA.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**Fiscal Year 2013-2014 Storm Sewer Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Equipment Replacement - Jet/Vac Truck	\$ 350,000
Lake Bottom Canal Piping - 2000 South	97,000
Miscellaneous Storm Sewer Projects	127,522
Total	<u>\$ 574,522</u>

**Fiscal Year 2014-2015 Storm Sewer Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Future Projects	\$ 325,000
Equipment Replacement - Street Sweeper & Lightweight Truck	230,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 605,000</u>

**Fiscal Year 2015-2016 Storm Sewer Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Future Projects	\$ 230,000
400 West, 300 North to 400 North	200,000
Equipment Replacement	50,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 530,000</u>

**Fiscal Year 2016-2017 Storm Sewer Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Future Projects	\$ 250,000
Equipment Replacement - Street Sweeper & Lightweight Truck	230,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 530,000</u>

**Fiscal Year 2017-2018 Storm Sewer Fund Projects Capital Budget**

<b>Project Description</b>	<b>Budget</b>
Future Projects	\$ 450,000
Equipment Replacement	50,000
Miscellaneous Storm Sewer Projects	50,000
Total	<u>\$ 550,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**STORM SEWER FUND**

**BUDGET SUMMARY**

**STORM SEWER FUND**

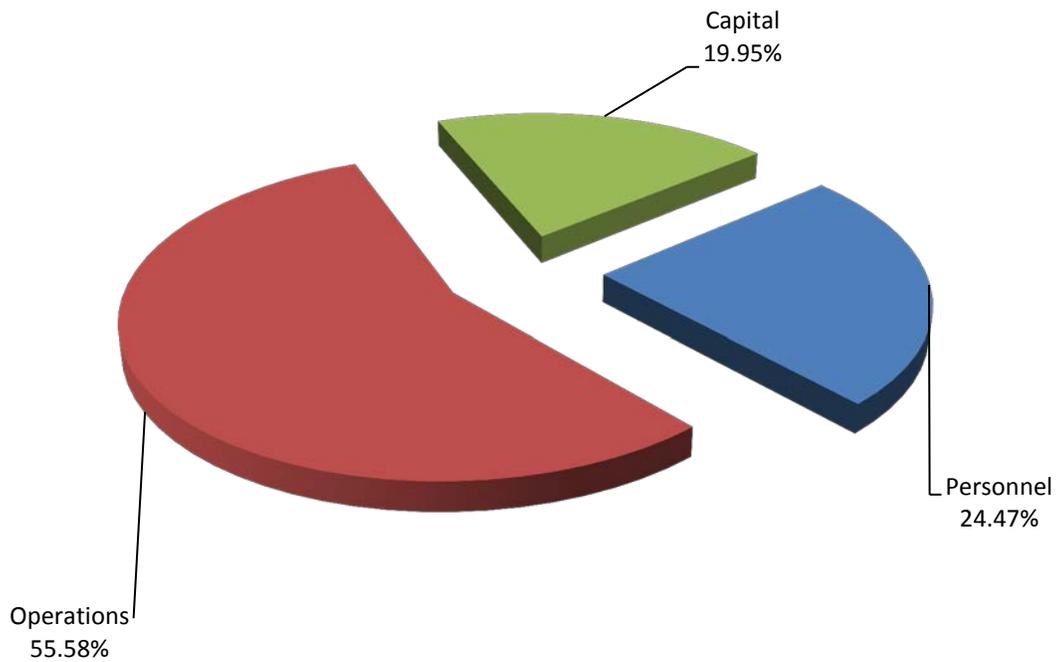
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Storm Sewer	9	\$ 704,727	\$ 1,595,751	\$ 350,000	\$ 2,650,478
Storm Sewer Capital Projects	0	-	5,300	224,522	229,822
<b>TOTALS</b>	<b>9</b>	<b>\$ 704,727</b>	<b>\$ 1,601,051</b>	<b>\$ 574,522</b>	<b>\$ 2,880,300</b>

\* Number of benefitted employees

STORM SEWER FUND

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**RECREATION  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**RECREATION FUND**

**REVENUES**

The Recreation Fund operates the Fitness Center and the Scera Park Pools and oversees various recreation programs and use of the City's parks. The revenues in this fund include 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.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
<b><u>Fitness Center</u></b>				
Admissions	\$ 1,002,120	\$ 1,013,351	\$ 1,005,000	\$ 1,005,000
Group Use	84,254	98,687	82,500	96,300
Classes and Programs	145,735	154,293	151,000	150,000
Product Sales and Concessions	16,518	15,987	17,500	15,500
Rentals	13,103	11,175	16,103	17,000
Child Care	13,043	12,251	13,000	13,000
	<u>1,274,773</u>	<u>1,305,744</u>	<u>1,285,103</u>	<u>1,296,800</u>
<b><u>Scera Outdoor Pool</u></b>				
Admissions	219,947	227,946	220,000	225,000
Group Use	31,805	32,791	30,000	30,000
Classes and Programs	74,581	80,993	75,000	76,000
Product Sales and Concessions	54,250	56,604	52,000	53,000
Rentals	408	517	-	500
	<u>380,991</u>	<u>398,851</u>	<u>377,000</u>	<u>384,500</u>
<b><u>Other Revenues</u></b>				
Interest Earnings	8,574	13,741	10,000	13,000
Sale of Fixed Assets	-	-	-	-
Miscellaneous Revenues	500	253	-	200
Appropriations of Surplus	-	-	103,426	-
<b>FUND TOTALS</b>	<b><u>\$ 1,664,838</u></b>	<b><u>\$ 1,718,589</u></b>	<b><u>\$ 1,775,529</u></b>	<b><u>\$ 1,694,500</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**RECREATION FUND**

**Description:** The Recreation Fund operates all Fitness Center operations and the Scera Park Pools. 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

**Major Accomplishments:**

Orem Fitness Center:

- Hosted monthly free activity for families.
- Hosted Halloween Costume Contest.
- Hosted Telos Turkey Triathlon.
- Hosted the Annual Turkey Day Run.
- Hosted the Santa Claus Day at the Orem Fitness Center.
- Increased Pickleball play at the Orem Fitness Center.
- Implemented public water polo activities on Friday nights.
- Developed and held “Healthy Heart Day” free health fair.
- Developed and held “Ladies Night Out” free after hour activity.
- The Fitness Center had over 384,000 customer visits.
- Over 10,000 members signed up in 2012, including over 1,600 senior members.
- Over 90 Companies have corporate memberships for their employees.
- Had over 77,000 participants in aerobics classes.
- Child care had over 8,500 participants.
- “Learn to Swim” swimming class had over 2,200 participants.
- Community safety classes (lifeguard training, WSI, lifesaving, first aid, rifle and shotgun, archery) had over 130 participants.
- Firearm safety classes (Hunter Ed, concealed carry, etc.) had over 240 participants.
- Karate/Little Dragons/Self Defense classes had over 140 participants.
- Dance classes had over 250 participants.
- Weight lifting classes had over 150 participants.
- Racquetball classes had over 75 participants.
- Racquetball tournaments had over 90 participants.
- Park pavilions were rented over 1,000 times.
- Over 130 Weddings were scheduled in City parks.

Scera Park Pools:

- Had ZERO preventable accidents and no serious accidents or incidents.
- Hosted A Share-A-Smile Triathlon.
- Offered FREE family swim night.
- Offered FREE “School’s Out Summer Swim Party” for Orem school-aged children and families.
- Had over 246,000 visits in 2012.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

- “Learn to Swim” swimming class had over 1,350 participants.
- Held over 50 group parties.
- Ran concessions in-house.
- Water aerobics had over 1,000 participants.
- Expanded the Summer Recreation Swim Team to 320 participants.

**Challenges addressed in this budget:**

- Trying to run the Recreation Fund without a subsidy from the General Fund.

**Challenges remaining:**

- Maintaining high customer service with reduced expenditure budgets.
- Being competitive in the local job market and retaining current employees.
- Inability to give raises to employees taking on greater responsibilities and trying to retain experienced employees who are paid the same as entry level employees.
- Trying to maintain the Orem Fitness Center, a thirty-two year-old facility, in top quality condition.
- Needing to replace some of the outdated cardio and strength equipment with new pieces.
- Keeping pace with increased demands for services and facilities.
- Coming up on the 10 year mark for the outdoor pool and the financial challenges that come with routine maintenance at this point in a pool facility (slide refinishing, plaster resurfacing, etc).

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**RECREATION FUND**

**BUDGET SUMMARY**

**RECREATION FUND**

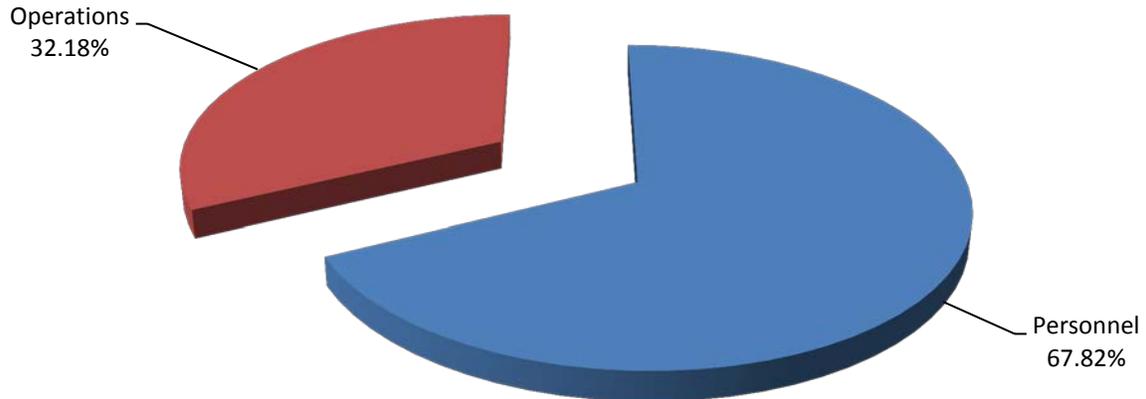
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Recreation Administration	1	\$ 119,668	\$ 12,926	\$ -	\$ 132,594
Fitness Center Operations	2	647,428	35,125	-	682,553
Fitness Center Facilities	3	168,430	296,556	-	464,986
Outdoor Pool	0	210,617	200,750	-	411,367
Racquetball Program	0	3,000	-	-	3,000
<b>TOTALS</b>	<b>6</b>	<b>\$ 1,149,143</b>	<b>\$ 545,357</b>	<b>\$ -</b>	<b>\$ 1,694,500</b>

\* Number of benefitted employees

**RECREATION FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

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**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SOLID  
WASTE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SOLID WASTE FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Refuse - Residential	\$ 2,305,849	\$ 2,368,794	\$ 2,260,380	\$ 2,386,700
Refuse - Residential - 2 <sup>nd</sup> Can Fee	377,880	365,889	250,800	330,600
Recycling Can Fee	263,365	275,578	436,248	471,300
Green Waste Fee	168,292	179,836	178,022	189,000
Interest Earnings	-	-	2,500	2,000
Appropriations of Surplus	-	-	699	-
<b>FUND TOTALS</b>	<b>\$ 3,115,386</b>	<b>\$ 3,190,097</b>	<b>\$ 3,128,649</b>	<b>\$ 3,379,600</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SOLID WASTE FUND**

**Fund Description:** The Solid Waste Fund is used to account for the revenues and expenses of the residential solid waste operations of the City. The fund also is used to manage contracts for collection and disposal of residential solid waste and recycling.

**Major accomplishments:**

- Maintained a strong service relationship with Waste Management of Utah for city-wide residential curbside solid waste, recycling and green waste services
- Diverted over 5,407 tons of recyclables from the landfill saving the City over \$160,000 in disposal costs. The city-wide total diversion rate is 22%.
- Increased recycling subscriptions from 6,516 to 12,878 as a result of the move to the city-wide “opt out” recycling program.
- Continued a curbside green waste collection subscription service operating March through November of each year. Currently there are nearly 3,800 subscribers. Collected 2,377 tons of green waste.
- Provided each residential customer coupons for two free loads to the North Pointe Transfer Station. There were 9,253 coupons redeemed last year.
- Provided free Christmas tree disposal for residents.

**Challenges addressed in this budget:**

- Recommend a fee increase for first solid waste can from \$10.10 to \$10.50 per month to account for a significant increase in tipping fees at the North Pointe Transfer Station.
- Second can fee to remain the same at \$9.50 per month.
- Recycling can fee to remain the same at \$3.05 per month.
- Curb-side green waste can fee to remain the same at \$5.55 per month.
- Continue the implementation of a recycle rewards program in cooperation with Waste Management of Utah.
- Continue to expand the residential curbside recycling as an “opt out” program.
- Continue to expand the residential curbside green waste as an “opt in” program.

**Challenges remaining:**

- Continue to seek ways to minimize solid waste disposal costs.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**SOLID WASTE FUND**

**BUDGET SUMMARY**

**SOLID WASTE FUND**

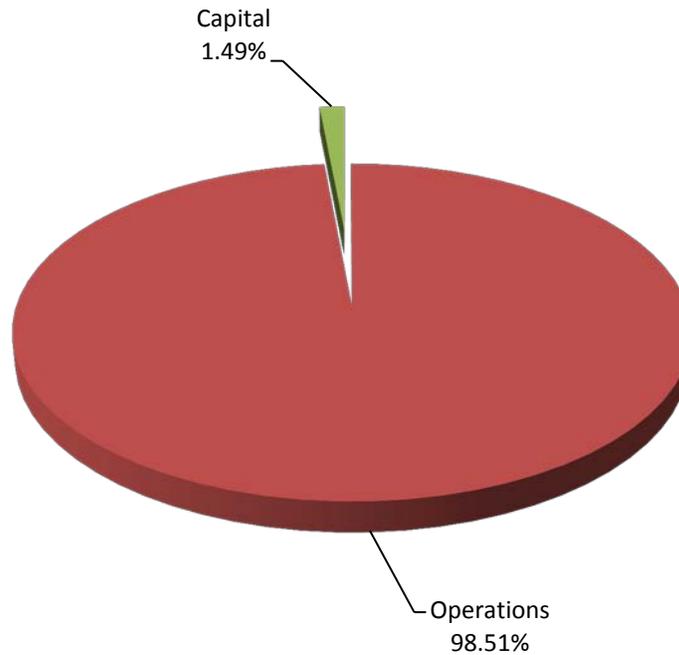
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Solid Waste Administration	0	\$ -	\$ 469,673	\$ -	\$ 469,673
Solid Waste Contract / Collection	0	\$ -	1,840,000	\$ -	1,840,000
Solid Waste Disposal	0	\$ -	947,250	\$ -	947,250
Solid Waste Special Clean-Up Projects	0	\$ -	-	50,229	50,229
Solid Waste Miscellaneous Expenditures	0	\$ -	72,448	\$ -	72,448
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 3,329,371</b>	<b>\$ 50,229</b>	<b>\$ 3,379,600</b>

\* Number of benefitted employees

**SOLID WASTE FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**FLEET  
MAINTENANCE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**FLEET MAINTENANCE FUND**

**REVENUES**

The Fleet Maintenance Fund is an internal service fund that receives all of its operating revenues through transfers from other funds.

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 10 - 11</u>	<u>ACTUAL FY 11 - 12</u>	<u>BUDGET FY 12 - 13</u>	<u>TENTATIVE BUDGET FY 13 - 14</u>
Charges to Departments	\$ 663,979	\$ 688,329	\$ 695,000	\$ 585,000
Sale of Fixed Assets	-	1,080	-	-
Miscellaneous Revenues	150	-	-	-
<b>FUND TOTALS</b>	<b><u>\$ 664,129</u></b>	<b><u>\$ 689,409</u></b>	<b><u>\$ 695,000</u></b>	<b><u>\$ 585,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**FLEET MAINTENANCE FUND**

**Fund Description:** Fleet Services is an internal service fund that provides for the maintenance of all City vehicles and equipment. The fleet consists of: 125 sedans, SUV's and passenger vans, 109 pickup trucks & cargo vans, 54 1-ton and 2-ton trucks, 29 heavy trucks, 7 ambulances, 4 motorcycles, 5 fire trucks, 51 riding mowers, and 541 other various pieces of equipment ranging from trimmers, lawn mowers, tractors, backhoes, front loaders, sanders, welders, sweepers, generators, air compressors, etc. The revenues for this Section are derived from all the various City Funds (Departments, Divisions and Sections) that utilize the Fleet Services Section. The assessment for each cost center is based on the previous year's usage.

Fleet Services is responsible for the City's vehicle replacement recommendation. Fleet Maintenance's goal is to have vehicle replacement funding closer to \$700,000 per year. Due to the economic conditions of the last 4 fiscal years, vehicle replacement funding has fallen well below the recommended level which has caused stress on both the fleet and staff alike.

**Major Accomplishments:**

- With a smaller staff and a fleet that grows larger and older every year, Fleet Services has continued to maintain the fleet of vehicles and equipment in a state of safe and reliable readiness. This was accomplished with a strong preventive maintenance program and by contracting out services and repairs that can be performed more cost effectively by private vendors.
- Contracted preventive maintenance services for 426 sedans, pickups and 1-ton trucks.
- Performed approximately 500 vehicle safety inspection and 260 emissions tests on an annual basis.

**Challenges addressed in this budget:**

- Provides for the continuation of established programs that keep our fleet safe and reliable.
- Provides for the hiring of an additional fleet mechanic.

**Challenges remaining:**

- Increase funding for the Major Maintenance fund. As the fleet continues to grow older and larger, major component failure and appearance degradation will increase.
- Provide a permanent fleet replacement program. Ideally, the City would like to replace approximately \$700,000 worth of vehicles and heavy equipment each year. A newer fleet would have fewer periods of down time and helps our City staff perform their functions more efficiently.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**FLEET MAINTENANCE FUND**

**BUDGET SUMMARY**

**FLEET MAINTENANCE FUND**

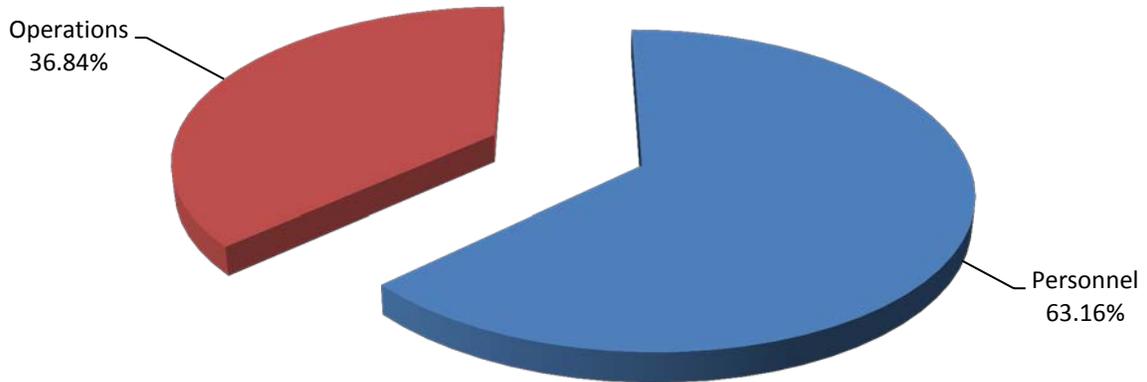
**FY 2013 - 2014**

	<u># OF EMP. *</u>	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>
Fleet Maintenance Services	5	\$ 369,478	\$ 215,522	\$ -	\$ 585,000
<b>TOTALS</b>	<b>5</b>	<b>\$ 369,478</b>	<b>\$ 215,522</b>	<b>\$ -</b>	<b>\$ 585,000</b>

\* Number of benefitted employees

FLEET MAINTENANCE FUND

Expenditures by Category



**PURCHASING  
& WAREHOUSING  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**PURCHASING & WAREHOUSING FUND**

**REVENUES**

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

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 10 - 11</u>	<u>ACTUAL FY 11 - 12</u>	<u>BUDGET FY 12 - 13</u>	<u>TENTATIVE BUDGET FY 13 - 14</u>
Charges to Departments	\$ 336,238	\$ 342,686	\$ 360,000	\$ 340,000
Miscellaneous Revenues	180	180	-	-
Appropriations of Surplus	-	-	322	-
<b>FUND TOTALS</b>	<b><u>\$ 336,418</u></b>	<b><u>\$ 342,866</u></b>	<b><u>\$ 360,322</u></b>	<b><u>\$ 340,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**PURCHASING & WAREHOUSING FUND**

**Fund Description:** The Purchasing/Warehousing Fund provides purchasing and materials storage and disbursement services to all City departments. These services are vital to various City departments/functions so that ongoing 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 also includes the job functions of the Purchasing Agent and the Accounts Payable Clerk.

**Major Accomplishments:**

- Continuing to maximize the City's purchasing capability.

**Challenges addressed in this budget:**

- Maintain excellent service level for all internal customers.

**Challenges remaining:**

- Ascertaining the appropriate amount of capital to invest in supplies.
- Analyze the correct balance between appropriate financial safeguards and the ease and speed of purchasing City supplies over the internet.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**PURCHASING & WAREHOUSING FUND**

**BUDGET SUMMARY**

**PURCHASING & WAREHOUSING FUND**

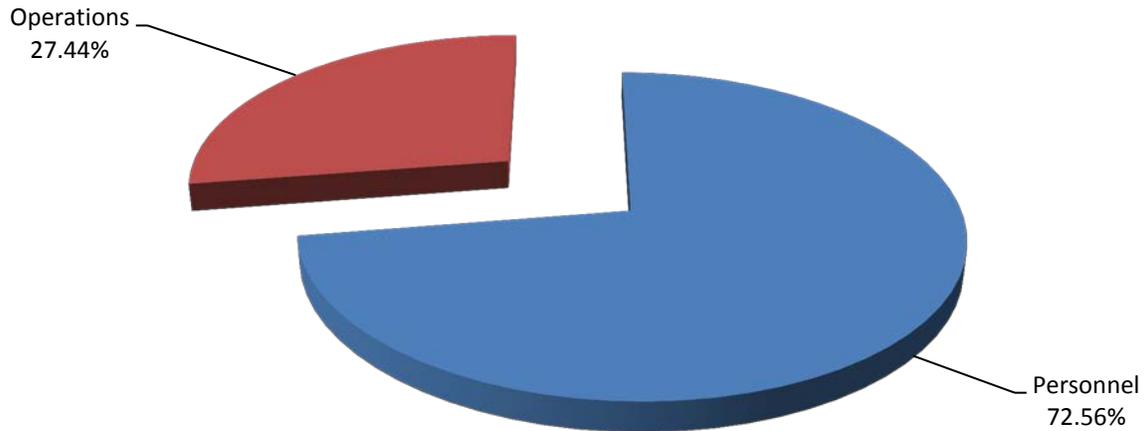
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Purchasing & Warehousing Services	4	\$ 246,690	\$ 93,310	\$ -	\$ 340,000
<b>TOTALS</b>	<b>4</b>	<b>\$ 246,690</b>	<b>\$ 93,310</b>	<b>\$ -</b>	<b>\$ 340,000</b>

\* Number of benefitted employees

**PURCHASING & WAREHOUSING FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SELF-INSURANCE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SELF-INSURANCE FUND**

**REVENUES**

The Self-Insurance Fund is an internal service fund that receives all of its operating revenues through transfers from other funds. This fund covers all of the cost of premiums for liability insurance and administers a self-funded workers compensation program.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Charges to Departments	\$ 1,036,849	\$ 1,038,972	\$ 1,070,000	\$ 1,175,000
Premiums - Unemployment	176,336	170,283	125,000	150,000
Premiums - Workers Compensation	369,220	356,526	260,000	340,000
Contributions from Other Funds	-	-	200,000	-
Appropriations of Surplus	-	-	-	-
<b>FUND TOTALS</b>	<b>\$ 1,582,405</b>	<b>\$ 1,565,781</b>	<b>\$ 1,655,000</b>	<b>\$ 1,665,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SELF-INSURANCE FUND**

**Fund Description:** The Self-insurance Fund is used to account for all of the non-medical insurance and liability activities of the City. The Self-insurance Fund includes the following areas:

- Risk Management Administration
- Automobile Liability
- Mayor and City Council Liability
- Administrative Services Liability
- Legal Services Liability
- Development Services Liability
- Public Safety Liability
- Public Works Liability
- Recreation Liability
- Library Liability
- Workers Compensation Administration, Liability and Excess Insurance
- Liability and Property Insurance Premiums, Bonds and Deductibles

**Major Accomplishments:**

- Provided workers compensation coverage for injured workers focusing on returning the employee to work as soon as possible.
- Purchased full range of property, liability and other insurance to protect the City. Continued limited earthquake coverage as part of the City's insurance profile.
- Provided training for departments designed to reduce City liability.
- Resolved most liability claims without litigation.

**Challenges addressed in this budget:**

- Focuses on employee training.

**Challenges remaining:**

- Building reserves.
- Achieving an appropriate funding level to meet future needs and rising costs.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**SELF-INSURANCE FUND**

**BUDGET SUMMARY**

**SELF-INSURANCE FUND**

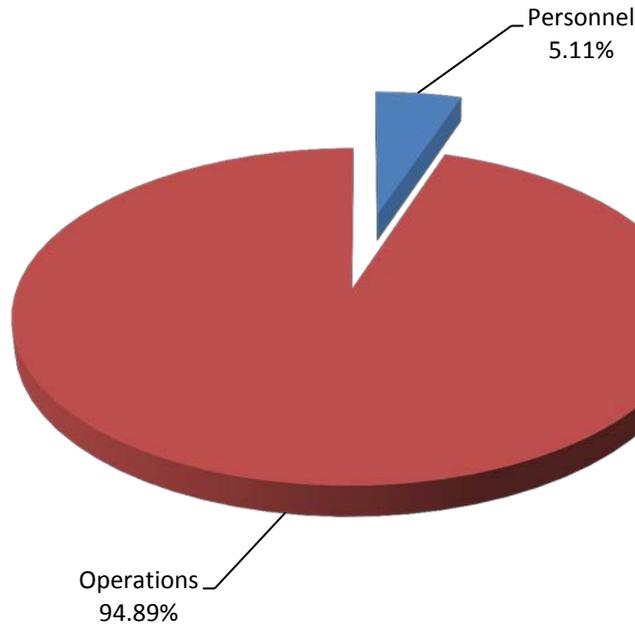
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Risk Management	1	\$ 85,013	\$ 1,198,723	\$ -	\$ 1,283,736
Miscellaneous Expenditures	0	-	381,264	-	381,264
<b>TOTALS</b>	<b>1</b>	<b>\$ 85,013</b>	<b>\$ 1,579,987</b>	<b>\$ -</b>	<b>\$ 1,665,000</b>

\* Number of benefitted employees

SELF-INSURANCE FUND

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**FRIENDS  
OF THE LIBRARY  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**FRIENDS OF THE LIBRARY FUND**

**REVENUES**

The Friends of the Library Fund was created to receive donations raised through the activities of the Friends of the Orem Public Library in support of the annual Timpanogos Storytelling Festival, other year round storytelling programs also presented in partnership with the Library, and the Library's storytelling resource collection.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Ticket Sales	\$ 179,356	\$ 185,345	\$ 190,000	\$ 185,000
Donations	109,000	52,750	44,000	40,000
Interest Earnings	4,283	5,870	-	5,000
Other Revenues	-	200	-	-
Contribution from Other Funds	3,000	35,000	7,500	10,000
Appropriations of Surplus	-	-	52,510	-
<b>FUND TOTALS</b>	<b>\$ 295,639</b>	<b>\$ 279,165</b>	<b>\$ 294,010</b>	<b>\$ 240,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**FRIENDS OF THE LIBRARY FUND**

**Description:** The Friends of the Library Fund was created to receive donations raised through the activities of the Friends of the Orem Public Library in support of the annual Timpanogos Storytelling Festival, other year round storytelling programs also presented in partnership with the Library, and the Library's storytelling resource collection.

**Major Accomplishments:**

- Now in its 24<sup>th</sup> year, the Timpanogos Storytelling Festival continues as an annual event presented at Mt. Timpanogos Park, the SCERA Shell, and at area schools. The Festival is now the 2<sup>nd</sup> largest such festival in the nation, second only to the National Storytelling Festival in Tennessee.
- The 6<sup>th</sup> Annual Midwinter Conference was held, as well as year-round school outreach programs and weeklong artist in residency programs.
- 44,116 people attended the Annual Timpanogos Storytelling Festival in August/September and the Midwinter Conference in February.
- Orem was named by the National Storytelling Network as the new home of the National Youth Storyteller Showcase. Youth tellers from around the nation come here for workshops with the best national tellers and participate in a showcase performance.
- A new partnership with NASA continues in their nationwide initiative to improve science education in the schools through the use of story.
- The Friends of the Library Fund continues to support the growth of the Library's storytelling resource and folktale collections, now the largest such public library collection in the nation.

**Challenges addressed in this budget:**

- Present the annual fall storytelling festival, a midwinter conference, liar competition, school outreach programs, and weeklong artist in residencies.
- Continue to support the growth of the Library's storytelling resource and folktale collections.

**Challenges remaining:**

- Support the Timpanogos Storytelling Festival as it grows to a year-round program.
- Continue to increase the Timpanogos Storytelling Festival reserves to provide for the continued growth of the traditional art of storytelling in our community.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**FRIENDS OF THE LIBRARY FUND**

**BUDGET SUMMARY**

**FRIENDS OF THE LIBRARY FUND**

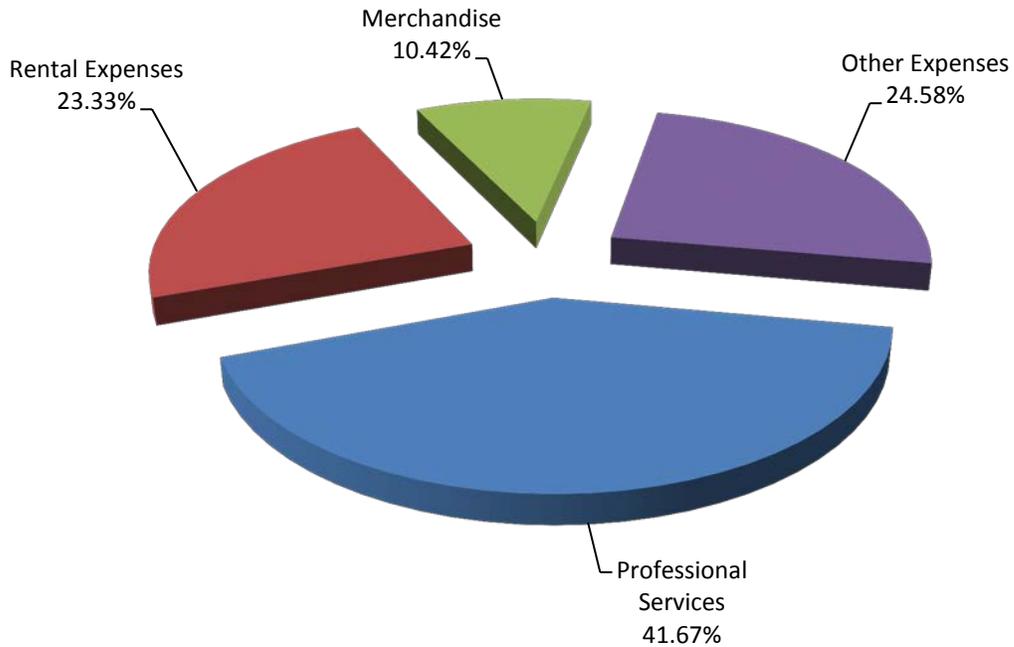
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Friends of the Library	0	\$ -	\$ 240,000	\$ -	\$ 240,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 240,000</b>	<b>\$ -</b>	<b>\$ 240,000</b>

\* Number of benefitted employees

**FRIENDS OF THE LIBRARY FUND**

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**OREM FOUNDATION  
TRUST FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**OREM FOUNDATION TRUST FUND**

**REVENUES**

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, and to lessen the burdens of local government.

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 10 - 11</u>	<u>ACTUAL FY 11 - 12</u>	<u>BUDGET FY 12 - 13</u>	<u>TENTATIVE BUDGET FY 13 - 14</u>
Donations - Timpanogos Storytelling Festival	\$ 3,000	\$ 37,500	\$ 6,000	\$ 10,000
Donations - Orem Library	250	35,000	8,350	1,000
Donations - Orem City	-	-	12,000	1,000
Donations - Donald Davis Film Project	-	-	1,500	-
<b>FUND TOTALS</b>	<u><u>\$ 3,250</u></u>	<u><u>\$ 72,500</u></u>	<u><u>\$ 27,850</u></u>	<u><u>\$ 12,000</u></u>

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**OREM FOUNDATION TRUST FUND**

**Description:** The Orem Foundation Trust Fund was created to manage donations received through the City of Orem Foundation, a 501(c)3 non-profit charitable organization established to support and enhance services and programs provided by the City of Orem, and to lessen the burdens of local government.

The City of Orem Foundation solicits and encourages donations for City services and programs which provide for the safety, health, prosperity, education, well-being and order of Orem's residents, including:

- Library services.
- Literary and cultural arts programs, including programs associated with the Timpanogos Storytelling Festival, the Library and the Orem Arts Council.
- 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.

**Major Accomplishments:**

- Significant donations received in the last year supported several Library programs, including \$16,200 for artist presentations including Grammy and other award-winning artists and \$7,500 towards the annual Timpanogos Storytelling Festival.

**Challenges addressed in this budget:**

- Continue to manage donations to the City of Orem Foundation in support of City programs and services.

**Challenges remaining:**

- Increase donations to the City of Orem Foundation to lessen the burdens of government of the City of Orem.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**OREM FOUNDATION TRUST FUND**

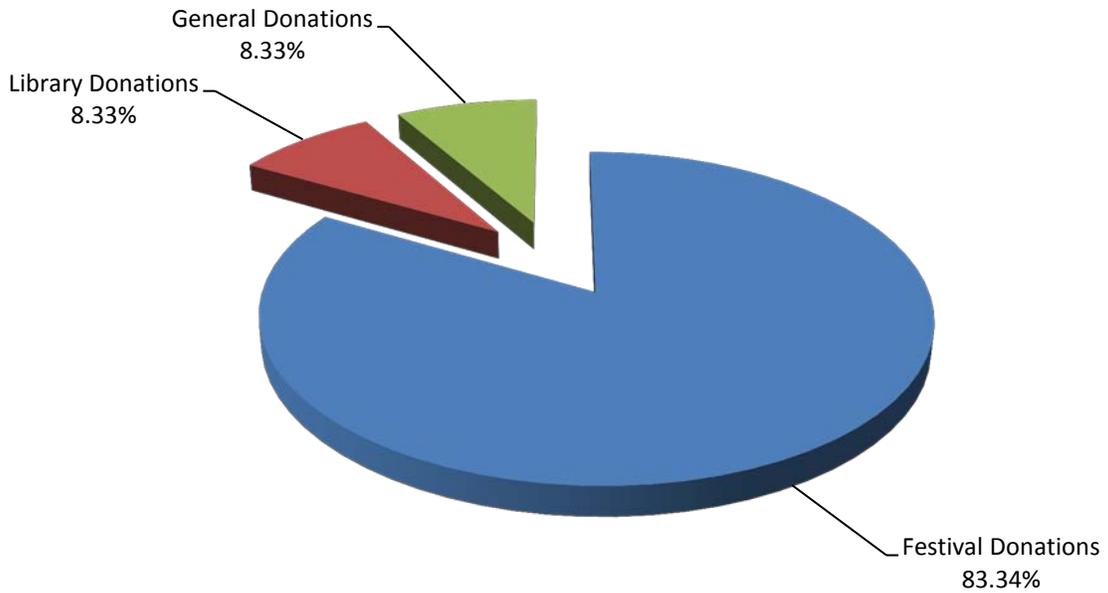
**BUDGET SUMMARY**

OREM FOUNDATION TRUST FUND	# OF	FY 2013 - 2014			
	EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Orem Foundation Trust Fund	0	\$ -	\$ 12,000	\$ -	\$ 12,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 12,000</b>

\* Number of benefitted employees

OREM FOUNDATION TRUST FUND

Expenditures by Category



**COMMUNITY &  
NEIGHBORHOOD  
SERVICES  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND**

**REVENUES**

The Community and Neighborhood Services (CNS) Fund is funded by Federal grants and program revenues. Fifteen percent (this limit is set by the Federal Government) is generally used to support local private, non-profit service organizations.

Proceeds from the Community Development Trust Fund are also used for qualified home rehabilitation loans and grants, sidewalk and utility repairs in qualifying neighborhoods, economic development, neighborhood preservation enforcement and many other beneficial programs.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Grant - Community Development	\$ 537,509	\$ 914,244	\$ 592,702	\$ 555,000
Revolving Loan Funds - Loan Payments	9,571	78,199	157,500	111,000
Interest Earnings	-	48	-	500
Miscellaneous Revenues	240	439,116	-	-
Contributions from Other Funds	46,204	46,357	47,154	51,801
Appropriations of Surplus	-	-	129,283	-
<b>FUND TOTALS</b>	<b>\$ 593,524</b>	<b>\$ 1,477,964</b>	<b>\$ 926,639</b>	<b>\$ 718,301</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND**

**Fund Description:** The Community Development Trust Fund is managed by Community & Neighborhood Services (CNS) and is a division in the City Manager's Department, but the operation of the division is partially funded with federal grant monies obtained from the United States Department of Housing and Urban Development (HUD). These funds are used for community projects to benefit low- and moderate-income (LMI) citizens. CNS includes the following areas:

- Community Development Block Grant (CDBG) Administration
- CDBG Projects

**Major Accomplishments:**

- Provided funding to 15 local agencies offering a wide variety of programs to LMI citizens.
- Provided 7 low-interest housing rehabilitation loans and emergency-repair grants to LMI households throughout the community.
- Provided funding for two full-time equivalent Code Enforcement Officers to assist with neighborhood revitalization activities.
- Provided funding for a large curb, gutter and sidewalk project on Columbia Lane. This project had been planned for many years, and multiple years of funding were accumulated to complete the project.
- Completed environmental reviews for all new CDBG projects.
- Completed all required labor reporting and monitoring for federally-funded construction projects.
- Participated in federal monitoring by HUD representatives.
- Participated in the Utah Valley Consortium of Cities and County to allocate HOME Investment Partnership Act (HOME) funding for local housing needs. Projects included: transitional housing for battered women; housing for women and children who are participating in drug/alcohol rehabilitation; housing for people coming out of the correctional system; self-help sweat equity construction of housing; down payment assistance; and expansion of senior housing stock for the local housing authority.
- Participated in both the Mountainland Continuum of Care Committee and the Utah Valley Consortium of Cities and County as decisions were made regarding area housing needs.
- Conducted a public-input process with a local commission of citizen volunteers.

**Challenges remaining:**

- There is a high demand for the City's CDBG and HOME allocations.
- Local public-service agencies have seen an increase in the need for their services while private donations and public resources have decreased.
- The Housing Rehabilitation loan portfolio is now primarily made up of deferred loans, so very little program income will be generated in the future. With little program income, the CNS Office has a very tight administrative budget.
- In many cases, Orem homeowners are not able to use the CDBG housing rehabilitation loan because their home values dropped substantially during the economic downturn, so they are not able to support the value of their mortgage or home improvements.
- Several local agencies have requested assistance with the construction of public facilities, and the City's CDBG allocation is not substantial enough to accommodate these requests.
- The CDBG curb, gutter, and sidewalk program has been substantially reduced over the past few years, inhibiting the City's ability to complete large infrastructure projects in income-eligible neighborhoods.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

- Limited funds are in high demand for redevelopment of deteriorating commercial areas.
- The City has seen a decrease in the number of start-up or expanding businesses due to the economic downturn. The Business Revolving Loan Fund has seen increased utilization in the past year, but it is still not being utilized to full capacity for the purpose of job creation.
- Limited funds are in high demand for redevelopment of deteriorating commercial areas.
- The limited availability and cost of vacant property in the City is making it difficult to complete various housing projects for LMI and special populations.
- Many local non-profits are struggling to build capacity and generate a self-sustaining budget. Mentoring and technical-assistance from the community needs to be coordinated by the City.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**COMMUNITY & NEIGHBORHOOD SERVICES (CNS) FUND**

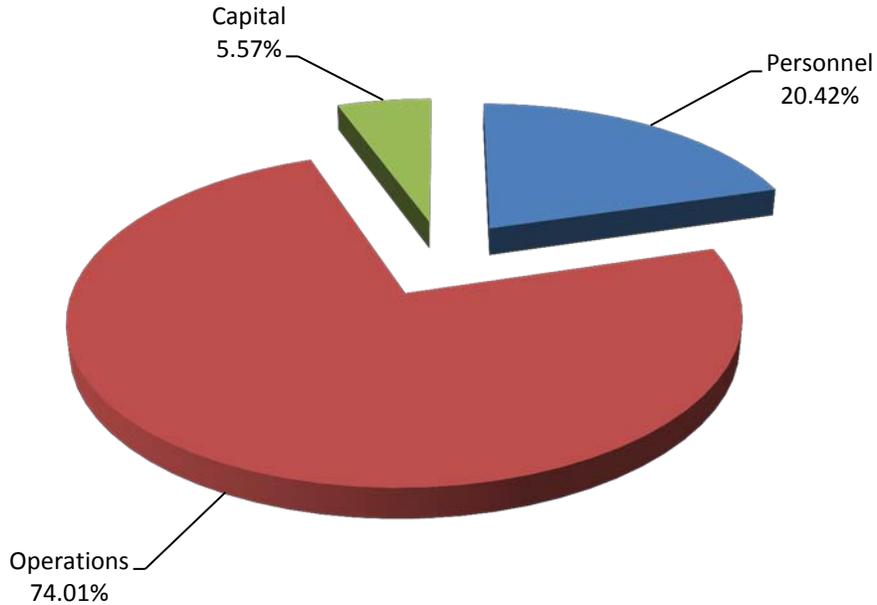
**BUDGET SUMMARY**

COMMUNITY & NEIGHBORHOOD SERVICES FUND	FY 2013 - 2014				
	# OF				
	EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
CNS Operations	2	\$ 146,712	\$ 153,200	\$ -	\$ 299,912
CNS Projects	0	-	378,389	40,000	418,389
<b>TOTALS</b>	<b>2</b>	<b>\$ 146,712</b>	<b>\$ 531,589</b>	<b>\$ 40,000</b>	<b>\$ 718,301</b>

\* Number of benefitted employees

COMMUNITY & NEIGHBORHOOD SERVICES FUND

Expenditures by Category



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

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**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SENIOR CITIZENS  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SENIOR CITIZENS FUND**

**REVENUES**

The Senior Citizens Fund accounts for the revenues and expenditures of activities solely related to the Senior Citizen Friendship Center and its senior citizen patrons. Revenues include fees for dances, trips, tours, classes and various other activities. They also receive donations for various purposes.

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY 10 - 11</b>	<b>ACTUAL FY 11 - 12</b>	<b>BUDGET FY 12 - 13</b>	<b>TENTATIVE BUDGET FY 13 - 14</b>
Interest Earnings	\$ 1,032	\$ 1,783	\$ 6,000	\$ 2,000
Misc Revenues - Coffee	394	351	500	500
Misc Revenues - Vending Machines	103	103	750	250
Misc Revenues - Ceramics	512	808	750	750
Misc Revenues - Tours	22,882	24,887	12,000	25,000
Misc Revenues - Donations	6,826	6,816	15,000	10,000
Misc Revenues - Quilting	517	693	1,000	1,000
Misc Revenues - Gift Shop	955	959	1,000	1,000
Misc Revenues - Membership Dues	4,369	4,425	3,000	5,000
Misc Revenues - Dances	5,430	5,388	12,000	6,250
Misc Revenues - Building Donations	352	1	500	250
Misc Revenues - Classes	151	846	500	1,000
<b>FUND TOTALS</b>	<b>\$ 43,523</b>	<b>\$ 47,060</b>	<b>\$ 53,000</b>	<b>\$ 53,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**SENIOR CITIZENS FUND**

**Fund Description:** The Senior Citizens Fund is administered by the Recreation Director and his staff. The revenues and expenditures relate solely to donations to the Senior Citizens' Friendship Center and expenditures therefrom and fees and expenses for various activities enjoyed by the senior citizens of the City:

**Major Accomplishments:**

- The Senior Center was the recipient of a \$5,000 grant from the Eldred Sunset Manor Foundation, Inc. This grant was used for the UTA Monday transportation of seniors to the Senior Center and to purchase a multi-media projector. In past years, this grant has been used to purchase such things as an electric wheelchair, washer and dryer, microphone system, sound systems in various areas, carpet, computers, weights, and various other small pieces of equipment or small repairs.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**SENIOR CITIZENS FUND**

**BUDGET SUMMARY**

**SENIOR CITIZENS FUND**

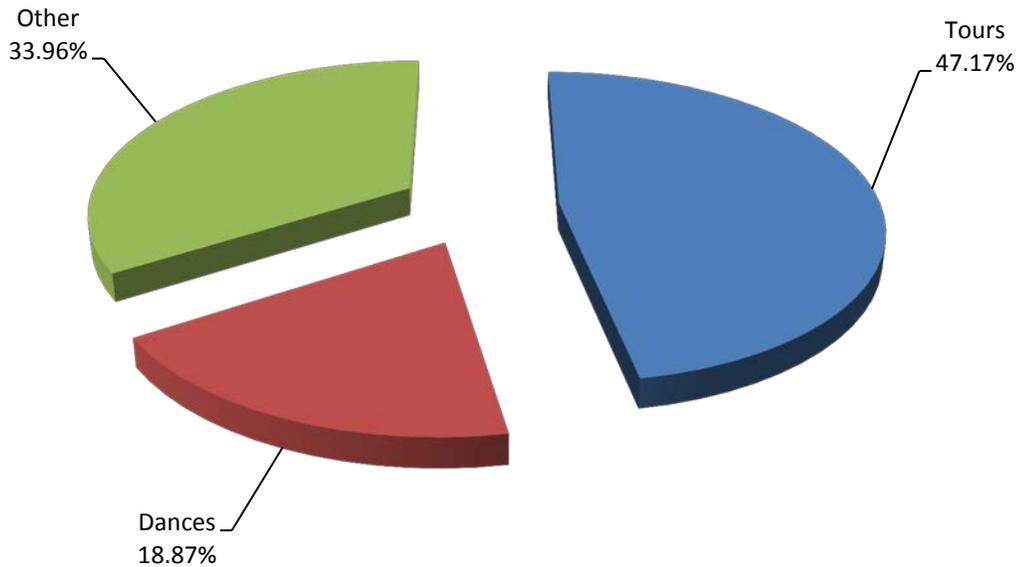
**FY 2013 - 2014**

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Senior Citizens Fund	0	\$ -	\$ 53,000	\$ -	\$ 53,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 53,000</b>	<b>\$ -</b>	<b>\$ 53,000</b>

\* Number of benefitted employees

**SENIOR CITIZENS FUND**

Expenditures by Category



**TELECOMMUNICATIONS  
BILLING  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**TELECOMMUNICATIONS BILLING FUND**

**REVENUES**

The Telecommunications Billing Fund accounts for the billing of Contracted Utility Enhancement (CUE) Agreements which are for the installation of fiber-optic lines to the home. Revenues in this fund consist of a 5% administration charge and interest revenue.

<u>REVENUE DESCRIPTION</u>	<u>ACTUAL FY 10 - 11</u>	<u>ACTUAL FY 11 - 12</u>	<u>BUDGET FY 12 - 13</u>	<u>TENTATIVE BUDGET FY 13 - 14</u>
Fees - Fiber Optic Billing	\$ -	\$ 1,069	\$ -	\$ 4,000
Interest Earnings	-	2,011	-	36,000
<b>FUND TOTALS</b>	<b><u>\$ -</u></b>	<b><u>\$ 3,080</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 40,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2013-2014**

**TELECOMMUNICATIONS BILLING FUND**

**Fund Description:** The Telecommunications Billing Fund is administered by the Administrative Services Department through the Accounting division. The revenues and expenditures of this fund relate solely to the billing and collection of Contractual Utility Enhancement (CUE) agreements related to the installation of fiber optic lines into citizens homes.

**Major Accomplishments:**

- The IT division was able to create a modified version of the City's miscellaneous billing program to accommodate these unique billings.
- The Accounting division has billed over 275 CUE agreement customers since July of 2012 and is currently billing over 260 customers.

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**TELECOMMUNICATIONS BILLING FUND**

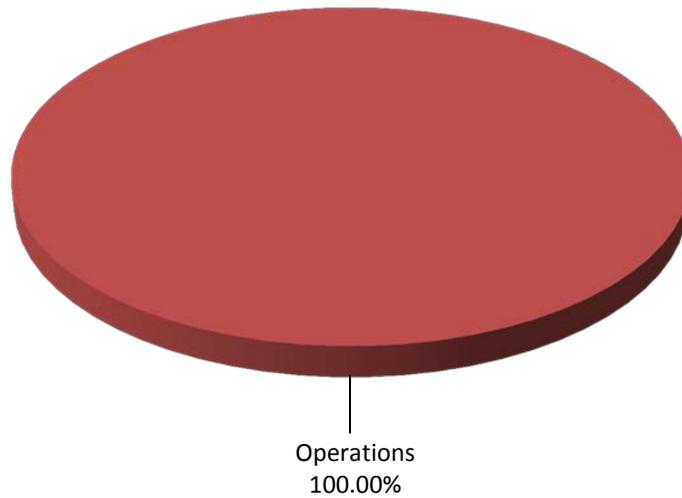
**BUDGET SUMMARY**

<b>TELECOMMUNICATIONS BILLING FUND</b>	<b>FY 2013 - 2014</b>				
	<b># OF</b>				
	<b>EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Telecommunications Billing	0	\$ -	\$ 40,000	\$ -	\$ 40,000
<b>TOTALS</b>	<b>0</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>

\* Number of benefitted employees

**TELECOMMUNICATIONS BILLING FUND**

Expenditures by Category



**CAPITAL  
IMPROVEMENTS  
SUMMARY**

**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2013-2014

**FISCAL YEAR 2013 – 2014**

**CAPITAL IMPROVEMENTS SUMMARY**

<b>Project Description</b>	<b>General Fund</b>	<b>Road Fund</b>	<b>CIP Fund</b>	<b>Water Fund</b>	<b>Water Reclamation Fund</b>	<b>Storm Sewer Fund</b>	<b>Solid Waste Fund</b>	<b>Community Development Fund</b>	<b>Total</b>
<b><u>Vehicles</u></b>									
Vehicles	\$ 600,000	\$ -	\$ -	\$ 38,000	\$ 65,000	\$ -	\$ -	\$ -	\$ 703,000
Jet/Vac Truck	-	-	-	-	-	350,000	-	-	350,000
	<u>600,000</u>	<u>-</u>	<u>-</u>	<u>38,000</u>	<u>65,000</u>	<u>350,000</u>	<u>-</u>	<u>-</u>	<u>1,053,000</u>
<b><u>Equipment</u></b>									
Recreation	40,000	-	-	-	-	-	-	-	40,000
Diaphragm Pumps	-	-	-	-	70,000	-	-	-	70,000
Spectrophotometer	-	-	-	-	10,000	-	-	-	10,000
Ammonia Probes	-	-	-	-	10,000	-	-	-	10,000
Grit Washer	-	-	-	-	70,000	-	-	-	70,000
Lampson Blower	-	-	-	-	50,000	-	-	-	50,000
Wash Monster Cutter	-	-	-	-	40,000	-	-	-	40,000
Wells - Backup Generators	-	-	-	300,000	-	-	-	-	300,000
	<u>40,000</u>	<u>-</u>	<u>-</u>	<u>300,000</u>	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>590,000</u>
Subtotal	<u>640,000</u>	<u>-</u>	<u>-</u>	<u>338,000</u>	<u>315,000</u>	<u>350,000</u>	<u>-</u>	<u>-</u>	<u>1,643,000</u>
<b><u>Buildings</u></b>									
Misc. Projects	-	-	40,000	-	-	-	-	-	40,000
	<u>-</u>	<u>-</u>	<u>40,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>40,000</u>
<b><u>Improvements</u></b>									
Murdock Canal Trail	18,500	-	-	-	-	-	-	-	18,500
	<u>18,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>18,500</u>
<b><u>Streets</u></b>									
Street Overlays	-	460,000	-	-	-	-	-	-	460,000
Street Striping	-	59,239	-	-	-	-	-	-	59,239
Street Crack Seal	-	300,000	-	-	-	-	-	-	300,000
Slurry Seal	-	450,000	-	-	-	-	-	-	450,000
Micro-Surfacing	-	100,000	-	-	-	-	-	-	100,000
Misc. Projects	-	-	15,000	-	-	-	-	-	15,000
Future Projects	-	-	30,660	-	-	-	-	-	30,660
Fiber Optics Project	-	-	110,724	-	-	-	-	-	110,724
Take Pride in Orem	-	-	-	-	-	-	50,229	-	50,229
ADA Curb Cut Prjcts	-	-	-	-	-	-	-	40,000	40,000
	<u>-</u>	<u>1,369,239</u>	<u>156,384</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,229</u>	<u>40,000</u>	<u>1,615,852</u>
<b><u>Water</u></b>									
Line Replacements	-	-	-	200,000	-	-	-	-	200,000
Misc. Construction	-	-	-	230,437	-	-	-	-	230,437
	<u>-</u>	<u>-</u>	<u>-</u>	<u>430,437</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>430,437</u>
<b><u>Water Reclamation</u></b>									
Liner Projects	-	-	-	-	225,000	-	-	-	225,000
Misc. Construction	-	-	-	-	47,668	-	-	-	47,668
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>272,668</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>272,668</u>
<b><u>Storm Sewer</u></b>									
Piping Projects	-	-	-	-	-	97,000	-	-	97,000
Misc. Construction	-	-	-	-	-	127,522	-	-	127,522
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>224,522</u>	<u>-</u>	<u>-</u>	<u>224,522</u>
Subtotal	<u>18,500</u>	<u>1,369,239</u>	<u>196,384</u>	<u>430,437</u>	<u>272,668</u>	<u>224,522</u>	<u>50,229</u>	<u>40,000</u>	<u>2,601,979</u>
<b>Grand Total</b>	<b>\$ 658,500</b>	<b>\$ 1,369,239</b>	<b>\$ 196,384</b>	<b>\$ 768,437</b>	<b>\$ 587,668</b>	<b>\$ 574,522</b>	<b>\$ 50,229</b>	<b>\$ 40,000</b>	<b>\$ 4,244,979</b>

**CITY OF OREM**  
**ADOPTED BUDGET**  
**FISCAL YEAR 2013-2014**

**EXHIBIT “B”**

**(Fees & Charges)**

CITY OF OREM  
APPROVED FEES & CHARGES  
FISCAL YEAR 2013-2014

**City of Orem, Utah  
Approved Fees & Charges  
Fiscal Year 2013-2014**

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CITY OF OREM  
APPROVED FEES & CHARGES  
FISCAL YEAR 2013-2014

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CITY OF OREM  
 APPROVED FEES & CHARGES  
 FISCAL YEAR 2013-2014

**ADMINISTRATIVE SERVICES**

**Documents**

Budget Copies .....	\$5.00
Copy Machine Copies .....	\$0.10/page or side for the public
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

**Miscellaneous**

Bicycle License .....	Free
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**Service Billing**

Late Payment .....	\$15.00 after 30 days from billing
Service Charge (returned checks) .....	\$20.00

**Utility Connections**

After Hours Charge .....	\$50.00
Application for Special Improvement District (SID).....	\$7,500 + Costs
Broken Lock & Bracket Fine.....	\$55.00
Deposit (if required) .....	3 x average month's bill
Field Service/Reconnect .....	\$25.00
Illegal Connection Fine .....	\$250.00
Street Lighting Fee .....	\$3.25/month
Utility Hook-up Fee.....	\$25.00

**CITY MANAGER**

**City Center Use\***

Rotunda or Council Chambers: Monday – Friday, 8:00 a.m. to 8:30 p.m. .... No charge

Type of Use: City of Orem sponsored/Orem Committees, PTA & Commissions, Governmental Agencies, Political Groups, defined as current legislators for the purpose of town hall meetings and Neighborhood Meetings, as required by Development Services for proposed developments.

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

**Miscellaneous**

Digital CD/DVD Recordings of City Meetings.....	\$10.00
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**Passports**

Application Fee (Payable to “Department of State”):

1. Passport Book – Age 16 & Older ..... Fee set by the U.S. Department of State
  2. Passport Book – Under Age 16 .....
  3. Passport Card – Age 16 & Older .....
  4. Passport Card – Under Age 16 .....
- Execution Fee (Added to each application – payable to “The City of Orem”)..... Fee set by the U.S. Department of State
- Overnight Fee..... \$20.00
- Passport Photos (May be purchased from the City or supplied from other sources) ..... \$10.00

**CITY OF OREM**  
**APPROVED FEES & CHARGES**  
**FISCAL YEAR 2013-2014**

**Solid Waste\*\***

Additional Containers.....	\$9.50/month
Green Waste .....	\$5.55/month
Multiple Units.....	\$10.50+\$10.50 each additional unit/month
Recycling Fee .....	\$3.05 /Month
Residential .....	\$10.50 /month
Trailer Courts & Condominiums .....	\$10.50+ \$10.50each additional unit/month

\*\*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.

**DEVELOPMENT SERVICES**

**Appeals**

Board of Adjustment .....	\$400.00
Board of Appeals .....	\$400.00
City Council.....	\$400.00
Planning Commission.....	\$400.00
Special Exception for Multi-family Dwellings Variance .....	\$1,000.00

**Bonds**

Christmas Tree Lots.....	\$50.00
Fireworks Stands .....	\$50.00
Pawn Broker .....	\$3,000 Surety
Private Investigator.....	\$3,000 Surety or \$300.00 cash
Temporary Business .....	\$3,000 Surety or \$300.00 cash
Tow-truck/Parking Enforcement .....	\$1,000 Surety
Transient Merchant.....	\$3,000 Surety or \$300.00 cash

**Business License Fees**

Business License List – Complete List.....	\$25.00 or free on internet
Business License List – Monthly New Business List.....	\$20.00 or free on internet
Change of Business Location – Non-renewal.....	\$20.00
Change of Business Name .....	\$20.00
Change of Ownership .....	\$20.00
Commercial Business License Base Fee--New Businesses (disproportionate base fee)* .....	\$150.00
Commercial Business License Base Fee--Renewals .....	\$100.00
Commercial Inspection.....	\$60.00
Commercial License, Base Fee*.....	\$30.00
Commercial License, Per Employee Fee (\$6,000 maximum) .....	\$10.00
Home Occupation Inspection (if required) .....	\$60.00
Home Occupation License, Base Fee .....	\$30.00
Reprint of Lost License .....	\$5.00
Solicitor Badge Fee .....	\$5.50
Solicitor License .....	\$60.00

Late Fees – In addition to fees shown above

1. Home Occupations

a. March 1 to April 30.....	\$20.00
b. Payments after May 1 .....	\$30.00

2. Commercial Businesses

a. March 1 to April 30.....	10% of total fees + \$30.00
b. Payments after May 1 .....	additional 10% each following month

\*Temporary, solicitor, seasonal or special event businesses will not be subject to the prorate provision.

CITY OF OREM  
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**Development Review Applications**

Annexation Request.....	\$1,000.00 + cost of legal noticing
City Code Amendment .....	\$600.00
Concrete/Masonry Fence .....	\$50.00
Conditional Use Permits .....	\$600.00
Condominium Conversion.....	\$300.00 + \$55.00/unit
Fence Modification/Waiver .....	\$100.00
General Plan Amendment Request .....	\$1,000.00
Other .....	\$200.00
Street Vacation .....	\$800.00
Subdivision Plats/Site Plans:	
1. Additional Reviews .....	2. through 7., \$100.00/review after 3 reviews
2. PRD Preliminary.....	\$700.00+ \$20.00/lot
3. PRD Final .....	\$400.00+ \$30.00/lot
4. Preliminary, Residential.....	\$700.00+ \$20.00/lot
5. Final, Residential (not including recording fees).....	\$400.00+ \$20.00/lot
6. Plat Amendments, Including Lot Line Adjustment (not including recording fees) .....	\$600.00+ \$20.00/lot
7. Site Plans .....	\$1,500.00
8. Site Plan Administrative Approval .....	\$400.00
9. Temporary Site Plan or Day Care .....	\$100.00
Zoning Ordinance Amendment .....	\$800.00
Zoning Ordinance Amendment/New PD Zone .....	\$1,000.00

**Sign Posting Fee**

Development Review Requests:

1. Annexation	
2. Commercial Adjacent to Residential Zones	
3. Conditional Use Permit	
4. Condo Conversions	
5. General Plan Amendments	
6. Non-residential in Residential Zones	
7. Plat Amendments	
8. Preliminary Plats with Deep Lots	
9. Rezones	
10. Site Plans in following zones: PD1, PD4, PD5, PD15, PD16, PD21	
11. Text Changes in Creating or Amending PD Zones .....	\$25.00/request
Public Sign Replacement Fee .....	\$65.00

**Improvement Bond – Commercial & Residential Contract Construction**

All Improvement Bonds – Commercial & Multifamily.....	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**

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:	
1. Current Building Valuation as Published by ICC .....	Table 3A, 1997 UAC (\$30.00 minimum) + 5%
2. Storm Water Pollution Prevention Plan (SWPPP) Fee on New Construction and Additions Over 500 Square Feet .....	\$50.00

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Clear Certificate of Non-compliance .....	\$110.00
Construction Water .....	\$30.00
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:	
1. Commercial .....	\$375.00 (non-refundable)
2. Residential.....	\$240.00 (\$100.00 refunded, if completed within 30 days, unless illegally occupied)

**Building Safety Plan Review**

Commercial & Residential .....	The lesser of 65% of the permit fee <b>or</b> the actual cost
Fast Track:	
1. Commercial and/or Deferred Submittals .....	\$700.00 minimum + \$50.00/hour if over 4 hours
2. Residential.....	\$250.00 minimum + \$50.00/hour if over 2 hours
Plan Review Required by Changes.....	\$30.00 minimum + \$50.00/hour if over ½ hour

**Building Safety Miscellaneous Fees**

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

**Building Safety Special Inspections**

Inspections Outside of Normal Working Hours .....	\$100.00 + \$60.00 /hour if over 2 hours
Other Inspections .....	\$40.00 + \$60.00 /hour if over ½ hour
Pre-move Inspections .....	\$100.00 + IRS mileage if out of City
Required Inspection Call-back for a Re-inspection .....	\$50.00

**Engineering Fees**

Permit Fee .....	\$50.00
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
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
*requires City Engineer Approval; fees are a minimum charge with additional requirements to be negotiated	

**Subdivisions**

Engineering Construction Inspections	
1. Annual Performance Cash Bond (held for one year from date last permit pulled) .....	\$1,000.00
2. Asphalt Permit.....	\$50.00 first 20,000 sq ft + \$10.00 each additional 10,000 sq ft
3. Curb, Gutter & Sidewalk Permit .....	\$50.00 first 30 ft + \$10.00 each additional 100 ft

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4. Grading Permit .....	\$50.00
5. Miscellaneous Other Permits.....	\$50.00
Processing Check to County Recorder:	
1. Original Linen	
2. Per Lot	
3. Recorded Copies .....	As Charged by County
Miscellaneous	
1. Approved Drawings PDF Diskette.....	\$40.00/page
2. Barricades (provided).....	\$28.00/barricade
3. Blueprints 24 X 18 .....	\$3.00/page
4. Blueprints 24 X 36 .....	\$3.00/page
5. Blueprints 36 X 36 or larger.....	\$5.00/page
6. Color Maps 8 ½ X 12 .....	\$1.00 each
7. Color Maps 11 X 11 .....	\$5.00 each
8. Color Maps 18 X 18 .....	\$10.00 each
9. Color Maps 24 X 36 .....	\$15.00 each
10. Color Maps 36 X 48 .....	\$20.00 each
11. Construction Specs .....	\$35.00/book
12. Copies of Documents .....	\$0.30/page
13. Engineering Copies 36 X 48 (b&w).....	\$3.00/page
Street Signs	
1. Extra Panel .....	\$110.00each
2. 30" Stop or Traffic Sign, etc.....	\$105.00/each
3. Street Address Sign .....	\$245.00/each
4. 36" Stop or Traffic Sign, etc. ....	\$165.00/each
Street Lights	
1. Residential/Commercial Poles .....	\$3,600.00 each
a. Light Pole Base& Fixture .....	\$1980.00
b. Junction Box & Installation .....	\$175.00
c. Base Installation .....	\$165.00
d. Pole Installation .....	\$195.00
e. LED/Bulb Driver & Eye .....	\$535.00
f. Cable & Conduit .....	\$1.50/ft. (avg. of 65')
g. Trench for Power .....	\$8.50/ft (avg. pf 65')
2. Corridor Pole .....	\$4,950.00 each
a. Light Pole Base & Fixture .....	\$3,500.00
b. Junction Box & Installation .....	\$175.00
c. Base Installation .....	\$165.00
d. Pole Installation .....	\$215.00
e. LED/Bulb, Driver & Eye .....	\$345.00
f. Cable & Conduit \$1.50/ft. (avg. 65') .....	\$97.50
g. Trench for Power \$8.50/ft. (avg. of 65') .....	\$452.00
Subdivision Improvement Bond (estimated cost per City Engineer)	
1. Change of Address .....	\$50.00
2. Re-processing Plat.....	\$20.00
3. Revisions Prior to Recording .....	\$50.00
Survey	
1. Performance Cash Bond (held for one year from date last permit pulled) .....	\$1,000.00
2. Lien Processing and Filing Per Development .....	\$50.00

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**LIBRARY**

**Library Fees and Charges**

Checkout Fees-Feature Films

1. DVD or VHS per Disc or Cassette ..... \$1.00/week
2. DVD or VHS in Designated Series per Unit ..... \$0.50 per disc or cassette/week
3. DVD or VHS in Designated Series, 4 or More Discs or Cassettes ..... \$0.50 per disc or cassette/two weeks

Copies (includes sales tax)

1. Color Printing (8 ½ X 11 only) .....\$0.25/each
2. Letter (8 ½ X 11).....\$0.10/each
3. Copies of Historic Photos.....\$2.00/each
4. Genealogy Fan Chart ..... \$2.50

Miscellaneous

1. Annotated Booklet.....\$8.00
2. Bar-code Replacement .....\$1.00
3. Canvas Book Bag .....\$5.00
4. CD Label/Tag Insert.....\$3.00
5. Damaged/Missing Security or RFID Tag.....\$1.50
6. Interlibrary Loan (shipping & handling) ..... Costs as charged
7. Non-resident Card ..... \$100.00 /year or \$50.00 /6 months
8. Non-resident Internet Use per Session .....\$1.00
9. Opaque Projector Use..... \$0.50/30 minutes
10. Polishing or CD/DVD Repair – Double Sided.....\$6.00
11. Polishing or CD/DVD Repair – Single Sided .....\$3.00
12. Replacement of User Card .....\$3.50

Overdue Fines

1. 30<sup>th</sup> Day Overdue: ..... \$5.00 per account
2. Debt Collection Fee:
  - a. Small Balance (\$10.00 to \$24.99)..... \$5.00 per account
  - b. Large Balance (\$25.00 and greater) .....\$10.00 per account
3. Items Not Listed Below..... \$0.10/day
4. Interlibrary Loan Materials ..... \$1.00/day
5. Reference Book.....\$1.00/hour
6. Video and DVD..... \$0.50/day

Repairable Book Damage

1. Cleanable Markings..... \$1.25/page
2. Clear Protective Cover (torn or missing).....\$1.00
3. Dust Jacket .....\$2.00
4. End Page Replacement.....\$2.50
5. Rebinding Oversize Book .....\$20.00
6. Rebinding Standard Size Book.....\$15.00
7. Repairable Water Damage.....\$5.00
8. Spine Repair .....\$2.50
9. Torn Page ..... \$2.00/page

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)*

1. Audio Cassette.....\$9.00
2. Board Book .....\$5.00
3. Book on Cassette .....\$34.00
4. Book on CD.....\$39.00
5. Boy Scout Merit Badge Book .....\$4.00
6. Cassette or CD Pouch.....\$1.00
7. CD-ROM.....\$35.00

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8. Compact Disc .....	\$15.00
9. DVD .....	\$25.00
10. DVD Security Case .....	\$3.00
11. DVD Security Hub .....	\$0.50
12. Entertainment Video .....	\$30.00
13. Hardback Book.....	\$21.50
14. Informational Video .....	\$50.00
15. Junior Hardback Book.....	\$15.00
16. Junior Paperback Book.....	\$9.00
17. Magazine .....	\$4.00
18. Map .....	\$9.00
19. Media Kit .....	\$25.50
20. Media Kit Box.....	\$10.00
21. Pamphlet File Carrier .....	\$0.50
22. Pamphlet File Material .....	\$1.75
23. Paperback Book.....	\$8.00
24. Processing Fee (board books, magazines, merit badge books).....	\$2.00
25. Processing Fee (other items) .....	\$4.00
26. Read Along Book .....	\$20.00
27. Reference Book .....	\$75.50
28. Reference Magazine .....	\$5.00
29. Reproduction of Graphics for Media Carriers .....	\$5.00
30. Sheet Music .....	\$20.00
31. Spoken Word Cassette Carrier (1 – 15 tape bays).....	\$5.00
32. Spoken Word Cassette Carrier (16 + tape bays).....	\$10.00
33. Spoken Word CD Carrier (1 – 8 discs) .....	\$7.00
34. Spoken Word CD Carrier (9 + discs) .....	\$12.00
35. Trade Paperback Book .....	\$15.00
36. Tyvek Envelope.....	\$2.00
37. Video Carrier.....	\$1.00

Stage at City Center Park

1. Reservation Fee .....	\$250.00/4 hour block
2. Hourly Rate .....	\$75.00

**PUBLIC SAFETY**

**Ambulance Fees**

Transport Fees ..... Limits established by the State Bureau of Emergency Medical Services

**Alcohol License Fees (all fees annual except application 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**

Dog License Fees as Set by the North Utah County Animal Services District

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**Annual Commercial Inspection Fees**

Assembly (permanent dance clubs).....	\$50.00
a. 0-3,000 Sq. ft. ....	\$110.00
b. 3,001 to 6,000 Sq. ft. ....	\$150.00
c. 6,001 to 9,000 Sq. ft. ....	\$190.00
d. 9,001 to 12,000 Sq. ft. ....	\$230.00
e. 12,001 and above .....	\$280.00
Fireworks Displays Inside Permanent Retail Outlets .....	\$110.00
Hazardous Materials Dispensing/Use .....	\$125.00
Hazardous Materials Production/Processing .....	\$175.00
Hazardous Materials Storage Sites .....	\$110.00
High Rise Inspections .....	\$350.00
Home Day Care .....	\$110.00
Hospitals .....	\$220.00
Hotel and Large Apartment Complexes (over 16 units)	
a. 16-32 units .....	\$110.00
b. 33-48 units .....	\$150.00
c. 49-64 units .....	\$200.00
d. 65-80 units .....	\$250.00
e. 81 units and above .....	\$300.00
Pre-school/Day Care .....	\$110.00
Repair Garages/ Fuel Dispensing Stations.....	\$110.00
Restaurants (fire suppression systems) .....	\$110.00
State Licensed Health Care Facilities .....	\$110.00

**Fire Alarm System Inspections (includes office plan review, 24 hour test and final inspection)**

Additions, Remodels or New Construction	
1. Under 3,000 Square Feet .....	\$110.00
2. 3,001 to 8,000 Square Feet .....	\$220.00
3. 8,001 Square Feet and Greater .....	\$165.00 + \$0.005/square foot

**Miscellaneous**

Community Emergency Response Team (CERT) Class .....	\$45.00
Criminal History Check .....	\$20.00
Resident fingerprinting .....	\$10.00 for 2 cards and \$5.00 for each additional card
Non-resident Fingerprinting .....	\$30.00 for 2 cards and \$5.00 for each additional card
Rape Aggression Defense .....	\$20.00
VISA Letters (letters of good conduct).....	\$10.00
Weed Abatement Administration Charge .....	\$50.00
Concealed carry class .....	\$50.00

**Other Inspections and Re-inspections**

Miscellaneous Fire Inspection	
a. 0-7,000 Sq. ft. ....	\$110.00
b. 7,001 to 15,000 Sq. ft. ....	\$160.00
c. 15,001 to 30,000 Sq. ft. ....	\$200.00
d. 30,001 to 50,000 Sq. ft. ....	\$240.00
e. 50,001 Sq. ft. and above .....	\$280.00
Re-inspection Fee (charged for 3 <sup>rd</sup> and subsequent re-inspections).....	\$110.00
Spray Booth, Spray Room or Limited Spray Area .....	\$110.00
Wet Chemical/Hood System.....	\$110.00

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**Reports**

Computerized Accident Reconstruction Diagrams.....	\$500.00
Photographic Disc (or e-mail – same charge as disc)	
1. 1 to 30 Photographs.....	\$20.00/disc
2. More than 30 Photographs .....	\$30.00/disc
Police and EMS Reports.....	\$10.00
Traffic School.....	\$60.00

**Service Fees**

Arson Investigations .....	Actual cost
Haz-mat Response & Mitigation, Confined Space Rescue, and Non-Orem Fire Control not Otherwise Covered by Agreement or Contract:	
1. Equipment	
a. Aerial Truck.....	\$325.00/hour
b. Ambulance .....	\$250.00/hour
c. Brush Truck .....	\$150.00/hour
d. Pumper (engine).....	\$225.00/hour
e. Equipment.....	\$250.00/hour
2. Personnel Cost, Including Fringe Benefits and Overtime .....	Actual Cost
3. Supplies Used on Scene .....	Actual Cost
Inspections Mandated by State Law .....	Actual Cost
Inspections Requested by Insurance Company.....	Actual Cost

**Sprinkler System Inspections\***

Additions, Remodels or New Construction	
1. Under 3,000 Square Feet.....	\$110.00
2. 3,001 to 8,000 Square Feet.....	\$220.00
3. 8,001 Square Feet and Greater .....	\$220.00 + \$0.01/square foot

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

**Street Race Events (Bikes, Running, etc.)**

Application Fee.....	\$50.00
Cleaning Deposit .....	\$200.00

**Temporary and Construction Permit Fees**

Above Ground Storage Tank	
1. Under 500 Gallons .....	\$150.00
2. 501 Gallons and Greater.....	\$250.00
Fireworks Shows (inside and outside).....	\$250.00
LPG Tank Installation per Tank (125 gallons and above).....	\$110.00
Open Flames and Candles .....	\$110.00
Tents or Temporary Membrane Structures .....	\$110.00 per structure
Underground Storage Tank Installation per Site .....	\$350.00 Per Tank
Underground Storage Tank Removal per Site .....	\$350.00 Per Tank

**PUBLIC WORKS**

**Cemetery**

Burial Right Transfer and Other Transactions.....	\$50.00
Cemetery Lot	
1. Single Lot.....	\$1,000.00
2. ½ Space on Edge of Road .....	\$550.00
Disinterment .....	\$1,500.00

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**Interment**

1. Adult Burial .....	\$500.00
2. Cremation .....	\$300.00
3. Double Depth (first burial only; second burial at regular fee).....	\$900.00
4. Infant Burial (1 year old or under).....	\$400.00
5. Junior Burial .....	\$400.00
Overtime (after 4:00 p.m.) .....	\$75.00 per ½ hour
Saturday Interment (in addition to regular fee).....	\$300.00

**Miscellaneous Charges**

1. RV Dump Charges .....	\$3.00 /dump
2. Sewer Lateral Cleanout Survey .....	\$100.00/cleanout
3. Backhoe .....	\$50.00/hour
4. Continuous Rodder.....	\$50.00/hour
5. Dump Truck .....	\$50.00/hour
6. Excavator.....	\$75.00/hour
7. Jet Vacuum Truck .....	\$225.00/hour
8. Mini-excavator .....	\$50.00/hour
9. Service Truck .....	\$25.00/hour
10. Street Sweeper.....	\$300.00/hour
11. TV Van.....	\$225.00/hour
12. Bucket/Lift Truck .....	\$65.00/hour
13. Utility Truck w/Generator and Welder .....	\$45.00/hour
14. Pickup Truck .....	\$20.00/hour
15. Variable Message Sign .....	\$12.00/hour
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.

**Pre-treatment Fees**

**Sewer Pre-treatment Fees**

1. Annual Sampling Fee (automotive).....	\$200.00
2. Categorical Annual Sampling Fee.....	\$800.00
3. Non-categorical Annual Sampling Fee .....	\$100.00
4. Re-inspection Fee .....	\$40.00
5. Surcharge Unit Fees:	
a. Biochemical Oxygen Demand (BOD)* .....	\$0.15/lb of BOD
b. Chemical Oxygen Demand (COD)* .....	\$0.10/lb of COD
c. Flow .....	\$0.90/1,000 gallons
d. Oil and Grease.....	\$0.25/lb of oil and grease
e. Total Suspended Solids (TSS) .....	\$0.11/lb of TSS
6. 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 Connection Fees**

Multiple Units.....	\$600.00/additional unit
Non-participating.....	\$1,500.00
Participating.....	\$600.00

**Sewer Rates**

**Monthly, All Uses:**

1. Base Rate* .....	\$9.32/connection
2. Volume Charge .....	\$1.42 /1,000 gallons

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\*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.

**Storm Sewer Fees**

**Storm Sewer Construction Site Citation Infraction\***

- 1. First Infraction.....\$50.00/day/violation
- 2. Second Infraction .....\$100.00/day/violation
- 3. Third Infraction\* .....\$200.00/day/violation

**Storm Sewer Construction Site Inspections Fee\*\***

- 1. ≤ 1 acre.....\$75.00
- 2. > 1 acre and ≤ 5 acres.....\$150.00
- 3. > 5 acres and ≤ 10 acres .....\$200.00
- 4. > 10 acres and ≤ 20 acres .....\$300.00
- 5. > 20 acres and ≤ 30 acres .....\$400.00
- 6. > 30 acres and ≤ 40 acres .....\$500.00
- 7. > 40 acres and ≤ 50 acres .....\$650.00
- 8. > 50 acres .....\$750.00

**Storm Sewer Fee per Equivalent Service Unit (ESU) .....\$5.00/month**

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

\*\*Based upon the size of the development/project. If a larger development is broken up and sold in smaller units, each new sub-unit is subject to and needs to apply for a separate SWPPP permit and pay separate inspections fees. Each SWPPP permit is valid for three years. After three year, the applicant is required to reapply and pay appropriate fees based upon the size of the remaining development or file a Notice of Termination of Construction Activity.

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**Water Connection Fees**

Meter Size/Description of Service

1.	3/4" Meter - Non-participating	
	Connection	\$ 1,697.00
	Meter	378.00
	Total Fee	<u>\$ 2,075.00</u>
2.	3/4" Meter - Participating	
	Connection	\$ 171.00
	Meter	378.00
	Total Fee	<u>\$ 549.00</u>
3.	1" Meter - Non-participating	
	Connection	\$ 1,697.00
	Meter	494.00
	Total Fee	<u>\$ 2,191.00</u>
4.	1" Meter - Participating	
	Connection	\$ 171.00
	Meter	494.00
	Total Fee	<u>\$ 665.00</u>
5.	1-1/2" Meter - Non-participating	
	Connection	\$ 1,697.00
	Meter	1,016.00
	Total Fee	<u>\$ 2,713.00</u>
6.	1-1/2" Meter - Participating	
	Connection	\$ 171.00
	Meter	1,016.00
	Total Fee	<u>\$ 1,187.00</u>
7.	2" Meter - Non-participating	
	Connection	\$ 1,697.00
	Meter	1,225.00
	Total Fee	<u>\$ 2,922.00</u>
8.	2" Meter - Participating	
	Connection	\$ 171.00
	Meter	1,225.00
	Total Fee	<u>\$ 1,396.00</u>
9.	>2" Meter - Non-participating	
	Connection	\$ 1,697.00
	Meter	<u>+Actual Cost</u>
10.	>2" Meter - Participating	
	Connection	\$ 171.00
	Meter	<u>+Actual Cost</u>
11.	Multiple Units (per additional unit)	<u>\$ 171.00</u>
12.	Water Service Deletion (per service)	<u>\$ 915.00</u>
13.	Water Tap - 3/4" to 2"	<u>200.00</u>
14.	Water Tap - 4" and Larger	<u>\$ 400.00</u>

\*All meters installed in existing asphalt shall require an additional \$200.00 for local streets. All streets above the collector status - fee will be determined at time of consideration.

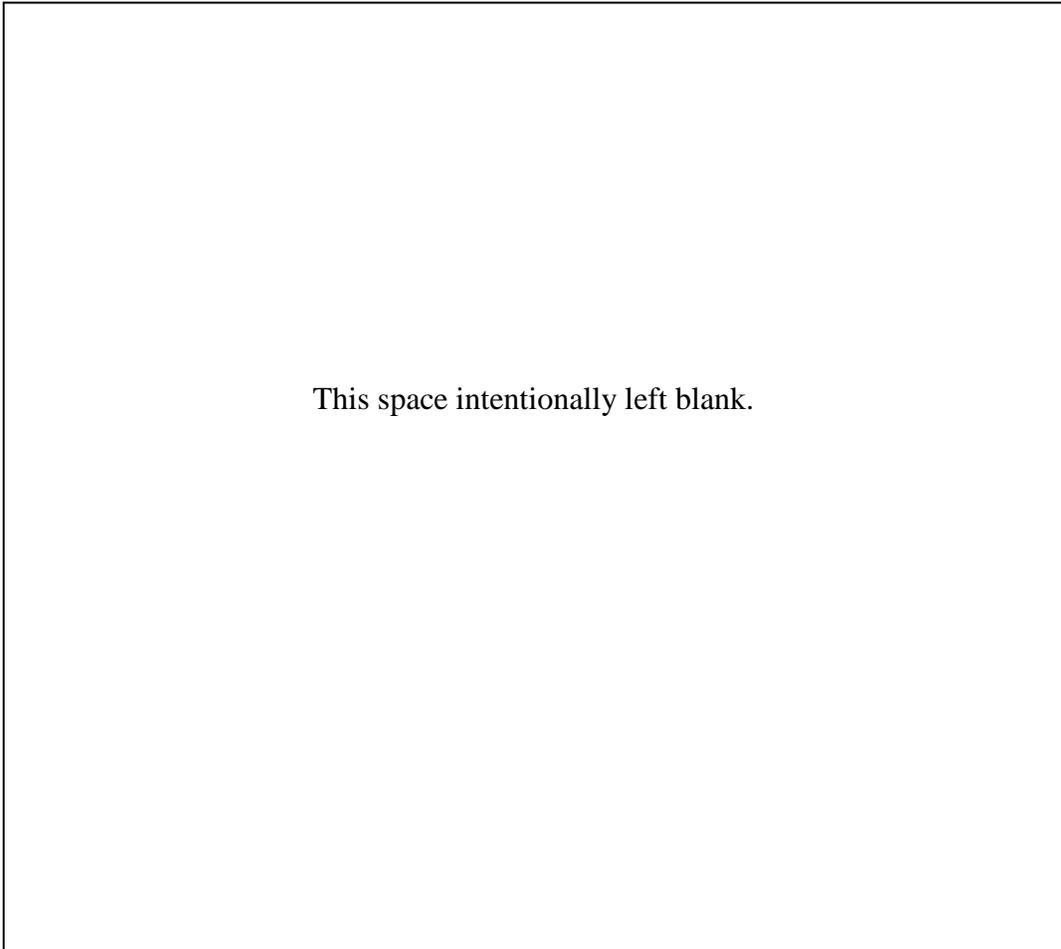
CITY OF OREM  
APPROVED FEES & CHARGES  
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**Water Rates**

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 boundaries

Usage Charge (all meter sizes) .....	\$0.58/1,000 gallons
¾" Meter.....	\$13.69/month
1" Meter.....	\$34.69/month
1 ½" Meter.....	\$97.65/month
2" Meter.....	\$160.63/month
3" Meter.....	\$244.61/month
4" Meter.....	\$412.55/month
6" Meter.....	\$1,042.31/month
8" Meter.....	\$1,392.21/month
10" Meter.....	\$2,088.32/month
Fire Hydrant Meter Rental.....	See Note

Note: A \$1,000.00 deposit is required in the form of cash or certified funds to rent a fire hydrant meter. The charge to rent a meter is \$5.00 per day but shall not exceed \$100.00 per month. The standard usage charge per 1,000 gallons of water used or \$10.00 will be assessed, whichever is greater. The water meter must be returned on a monthly basis for reading and billing purposes otherwise \$50.00 of the deposit shall be forfeited. The maximum meter rental period is three months. If the meter is not returned at the end of the three-month period, the deposit shall be completely forfeited.



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CITY OF OREM  
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**Water Rights Impact Fees**

Development Type/*Water Required\**

1.	<b>Apartment Complex/.31 Acre Feet per Unit</b>	
	Water Fee	\$ 1,079.33
	Credit (Average)	(75.00)
	Net	<u>1,004.33</u>
	City Administration Fee	✔ 120.52
	Final Fee per Unit	<u>\$ 1,124.85</u>
2.	<b>Condominium/.57 Acre Feet per Unit</b>	
	Water Fee	\$ 1,984.57
	Credit (Average)	(75.00)
	Net	<u>1,909.57</u>
	City Administration Fee	✔ 229.15
	Final Fee per Unit	<u>\$ 2,138.72</u>
3.	<b>Duplex/.52 Acre Feet per Unit</b>	
	Water Fee	\$ 1,810.48
	Credit (Average)	(75.00)
	Net	<u>1,735.48</u>
	City Administration Fee	✔ 208.26
	Final Fee per Unit	<u>\$ 1,943.74</u>
4.	<b>Four-plex/.35 Acre Feet per Unit</b>	
	Water Fee	\$ 1,218.59
	Credit (Average)	(75.00)
	Net	<u>1,143.59</u>
	City Administration Fee	✔ 137.23
	Final Fee per Unit	<u>\$ 1,280.82</u>
5.	<b>Landscape Meter/1.07 Acre Feet per Unit</b>	
	Water Fee	\$ 3,725.42
	Credit (Average)	(75.00)
	Net	<u>3,650.42</u>
	City Administration Fee	✔ 438.05
	Final Fee per Unit	<u>\$ 4,088.47</u>
6.	<b>Single Family Home with 3/4" Meter/.97 Acre Feet per Unit</b>	
	Water Fee	\$ 3,377.25
	Credit (Average)	(75.00)
	Net	<u>3,302.25</u>
	City Administration Fee	✔ 396.27
	Final Fee per Unit	<u>\$ 3,698.52</u>
7.	<b>Small Commercial 3/4" Meter/.57 Acre Feet per Unit</b>	
	Water Fee	\$ 1,497.13
	Credit (Average)	(75.00)
	Net	<u>1,422.13</u>
	City Administration Fee	✔ 170.66
	Final Fee per Unit	<u>\$ 1,592.79</u>

\*All other meter sizes will be charged according to the formula adopted in the AWWA Standards.

CITY OF OREM  
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**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.)*

**City of Orem Scera Park Pool Fees**

General Admission

- 1. Adults (14 and older).....\$6.00
- 2. Family (Monday, 5:00 pm to 8:00 pm) .....\$25.00
- 3. Infant (under 1 years old) ..... No charge
- 4. Senior Citizens (55 and older).....\$5.00
- 5. Toddler (1 to 3) .....\$1.50
- 6. Water Aerobics and Lap Swim (7:00 am to 9:00 am) .....\$3.50
- 7. Youth (4 to 13).....\$5.00

Pool Reservations

- 1. Time Blocks\*
  - a. Monday through Thursday.....8:30 pm to 10:00 pm
  - b. Friday
    - i. Block 1.....6:30 pm to 8:00 pm
    - ii. Block 2.....8:30 pm to 10:00 pm
  - c. Saturday
    - i. Block 1..... 10:30 am to noon
    - ii. Block 2.....6:30 pm to 8:00 pm
    - iii. Block 3.....8:30 pm to 10:00 pm
- 2. Deposit for Reservation.....\$100.00
- 3. Reservation Fee .....\$200.00 + staffing fee
- 4. Staffing Fee (2 hours)
  - a. 0 to 50 People.....\$200.0
  - b. 51 to 100 People.....\$270.00
  - c. 101 to 200 People.....\$340.00
  - d. 201 to 400 People.....\$390.00
  - e. Over 400 People.....\$390.00 + \$100.00/100 people over 400

Pre-sales

- 1. April .....20% off
- 2. May .....10% off
- 3. Employees .....15% off

Punch Passes

- 1. General Admission
  - a. 25 Passes
    - i. April Pre-sales (20% off).....\$80.00
    - ii. Employees (15% off).....\$85.00
    - iii. May Pre-sales (10% off).....\$90.00
    - iv. Regular Price .....\$100.00

CITY OF OREM  
 APPROVED FEES & CHARGES  
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**City of Orem Scera Park Pool Fees (Continued)**

b. 50 Passes	
i. April Pre-sales (20% off).....	\$152.00
ii. Employees (15% off).....	\$162.00
iii. May Pre-sales (10% off).....	\$171.00
iv. Regular Price .....	\$190.00
2. Water Aerobics/Lap Swim (7:00 am to 9:00 am)	
a. 20 Passes	
i. April Pre-sales (20% off).....	\$48.00
ii. Employees (15% off).....	\$51.00
iii. May Pre-sales (10% off).....	\$54.00
iv. Regular Price .....	\$60.00
b. 40 Passes	
i. April Pre-sales (20% off).....	\$90.00
ii. Employees (15% off).....	\$96.00
iii. May Pre-sales (10% off).....	\$101.00
iv. Regular Price .....	\$112.00
Shade Canopy Rental – 3 ½ Hour Block	
1. Monday through Thursday .....	\$20.00
2. Friday and Saturday .....	\$25.00

**Indoor (Specialist) Classes**

Baton

1. Regular (1-hour classes).....	\$40.00/6 classes
2. Meet/Clinic	
a. Clinic.....	\$15.00/individual
b. Facility/Officials' Fee/Family.....	\$5.00/individual
c. Individual Entry .....	\$5.00/individual
d. Team Entry.....	\$15.00/team
e. Unlimited Individual Entry .....	\$15.00

Child Care

1. Class Fee (1-hour class) .....	\$2.00/class
2. Punch Card (1/2-hour increments) .....	\$17.00/10 hours

CPR .....

CPR Recertification.....

Dance.....

Diving Class (1-hour class) .....

Firearms Handling Class (2-hour class).....

Firearms Handling Private Class .....

Hunter Education (12-hour class).....

Kids Adventure.....

Lifeguard Training.....

Little Dragons (45-minute classes).....

Martial Arts

1. 1 Hour Classes.....

2. 1 ½ Hour Classes.....

Personal Trainer (1-hour sessions) .....

Racquetball

1. League .....

2. Private (1-hour class).....

3. Regular (1-hour classes).....

4. Tourney .....

Self Defense

1. Mini-clinic (1 ½ - hour class).....

2. Regular (2-hour class) .....

CITY OF OREM  
 APPROVED FEES & CHARGES  
 FISCAL YEAR 2013-2014

**Indoor (Specialist) Classes (Continued)**

Scout Pow Wow

- 1. Swimming .....\$15.00/individual
- 2. Archery.....\$15.00/individual
- 3. Rifle.....\$15.00/individual
- 4. Lifesaving .....\$15.00/individual
- 5. First-Aid .....\$15.00/individual

SCUBA Pool Fee (minimum of five students) ..... \$10.00/student

Spook Alley .....\$1.00/individual

Swimming Classes

- 1. Private Classes (1/2-hour classes) .....\$50.00/4 classes
- 2. Semi-private Classes (1/2-hour classes).....\$30.00/4 classes
- 3. Summer Recreation Swim Team (1 hour duration)..... \$100.00/season
- 4. Summer Swimming (30-minutes classes) .....\$40.00/9 classes
- 5. UVU Swim Class .....\$40.00/14 hours

Water Safety Instruction .....\$100.00/Individual 28 hours

Weight Training

- 1. Regular (1-hour classes) .....\$40.00/12 classes
- 2. Seniors (1-hour classes).....\$26.00/8 classes

Wellness Testing Programs

- 1. Corporate Wellness Assessments
  - a. Group Body Fat Testing – 20 Person Minimum .....\$20.00 each
  - b. Non-profit Group (all groups of 15 – 100 people).....\$10.00/individual
  - c. Non-resident.....\$15.00
  - d. Resident .....\$12.00
- 2. Individualized Wellness Program Package Plus Fitness Profile .....\$50.00
- 3. Infrared Fat Test .....\$5.00

**Park Pavilion Reservation Fees (sales tax included)**

Time Periods for Reserving Pavilions (5 hours each)

- 1. Block A – 9:30 a.m. to 2:00 p.m.
- 2. Block B – 4:00 p.m. to 9:00 p.m.

24 Hour Period Charge\* .....\$250.00

Additional Charge if Amusement Attractions are Included\*\*

- 1. Up to 150 People.....\$100.00
- 2. 151 to 300 People.....\$250.00
- 3. 301 to 500 People.....\$400.00
- 4. Over 500 People.....\$500.00

All City Parks Except Mt. Timpanogos and Nielsen’s Grove Parks

- 1. Large Pavilions
  - a. Weekdays.....\$50.00/block
  - b. Weekends.....\$75.00/block
- 2. SCERA Park Small Pavilions
  - a. Weekdays.....\$30.00/block
  - b. Weekends.....\$45.00/block
- 3. Small Pavilions Except SCERA Park..... No charge

Mt. Timpanogos Park

- 1. Bowery
  - a. Weekdays.....\$150.00/block
  - b. Weekends.....\$175.00/block
- 2. Hosting Center (available for full-day reservation only)
  - a. Reservation Fee.....\$400.00/day

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b. Security Deposit.....	\$200.00
<b><u>Park Pavilion Reservation Fees (Continued)</u></b>	
3. Small Pavilion Site	
a. Weekdays.....	\$75.00/block
b. Weekends.....	\$100.00/block
Nielsen's Grove Park	
1. Bowery	
a. Weekdays.....	\$75.00/block
b. Weekends.....	\$100.00/block

\*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.

\*\*Any group using amusement attractions is required to obtain commercial liability insurance in the amount of \$2 million.

**Orem Senior Friendship Center Activities**

Ceramics.....	\$1.00/person/visit
Classes – Computer, Computer Lab & Wood Shop.....	\$1.00/person/visit
Orem Senior Friendship Center Annual Fee.....	\$7.00/person
Gold Membership 80+ /free	
Saturday Night Dance Admission.....	\$5.00/person
Trips and Tours.....	Fees vary by trip expenses

**Orem Senior Friendship Center Facility Rental Fees (Available Monday – Friday)\***

Group A: City of Orem & Orem Senior Service Clubs

1. Multipurpose Room..... No charge
2. Kitchen..... No charge
3. Conference Room..... No charge

Group B: Governmental Agencies, Orem Senior Citizen Organizations Non-profit Organizations

1. Multipurpose Room..... \$30.00 flat fee (1 - 4 hour block) + \$10.00/hour for each additional hour + staff fees
2. Kitchen..... \$25.00 flat fee (1 - 4 hour block) + \$10.00/hour for each additional hour + staff fees
3. Conference Room..... \$10.00 flat fee (1 - 4 hour block) + \$10.00/hour for each additional hour + staff fees

Group C: Residents and City General Community Use

1. Multipurpose Room.....\$60.00/hour
2. Kitchen.....\$50.00/hour
3. Conference Room.....\$15.00/hour

Group D: Non-residents, Non-resident Organizations and Commercial Enterprises

1. Multipurpose Room.....\$75.00/hour
2. Kitchen.....\$125.00/hour
3. Conference Room.....\$30.00/hour

\*Additional Fees May Apply:

1. Deposit – A \$125.00 loss/damage deposit is applicable to the Multipurpose Room and Kitchen and is due in advance of booking the reservation. A 50% refund will be applicable if the event is cancelled within a reasonable time period. The loss/damage deposit will be totally or partially refunded based on the cleanliness of the room. Refunds shall be at the discretion of the City.
2. Percentage of Gate Receipts – Groups charging admission or using the Center for commercial functions will required to pay a percentage of gate receipts at a rate agreed upon by the Recreation Department representative and the applicant prior to the approval of the application. The rate shall include any applicable sales tax.
3. Set Up/Take Down Charge – For non-resident and profit-making groups, set/up/take down charges of \$20.00 per 100 people will be added.

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**Outdoor Programs (additional fees: non-resident fee - \$10.00; late fee - \$5.00)**

Adult Programs

1. Basketball
  - a. Men's ..... \$600.00/team
  - b. Women's ..... \$400.00/team
2. Kickball ..... \$225.00/team
3. Softball
  - a. Co-ed – Fall & Summer ..... \$350.00/team
  - b. Men's – Double Header – Fall ..... \$525.00/team
  - c. Men's – Double Header - Summer ..... \$600.00/team
  - d. Men's – Single Games - Fall & Summer ..... \$350.00/team
  - e. Women's – Fall & Summer ..... \$350.00/team
4. Volleyball
  - a. Co-ed..... \$250.00/team
  - b. Men's ..... \$250.00/team
  - c. Women's ..... \$250.00/team

Tennis (Specialist) Classes

1. Group Tennis Lessons ..... \$32.00/individual
2. Private Lessons..... \$35.00/hour
3. Semi-private Lessons (2-4 students divide cost) ..... \$50.00/hour
4. Youth League/Teams ..... \$95.00/individual

Tournaments

1. Softball
  - a. Girls' May Madness Tournament ..... \$375.00/team
  - b. Pre-season – Men's – Non-Orem Softball League Teams ..... \$125.00/team
  - c. Pre-season – Men's – Orem Softball League Teams ..... \$100.00/team
2. Tennis
  - a. Doubles ..... \$25.00
  - b. Singles..... \$15.00/individual

Tiny Tots

1. Basketball ..... \$30.00/player
2. Soccer ..... \$30.00/player
3. Sports Skill ..... \$30.00/player
4. T-ball ..... \$30.00/player

Youth Programs

1. Adapted T-ball..... \$30.00/player
2. Basketball
  - a. Grades 3 – 6 ..... \$50.00/individual
  - b. Grades 7 – 8 ..... \$55.00/individual
  - c. High School ..... \$475.00/team
  - d. Little Hoopsters/Super Hoopsters ..... \$30.00/individual
3. Coach Pitch ..... \$30.00 /individual
4. Cheerleading..... \$30.00/individual
5. Flag Football ..... \$33.00/individual
6. Hershey Track ..... No charge
7. Machine Pitch..... \$35.00 /individual
8. Softball
  - a. Girls' Accelerated Softball..... \$500.00/team
  - b. Girls' Softball..... \$50.00/individual
9. Summer Youth Parks
  - a. Junior (4 – 6) ..... \$55.00 each
  - b. Youth (5 – 11) ..... \$110.00 each
10. T-ball..... \$33.00 /individual

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**Outdoor Programs (Continued)**

11. Youth Fishing .....	\$20.00/individual
12. Youth Lacrosse – 3 <sup>rd</sup> and 4 <sup>th</sup> Grade .....	\$55.00/individual
13. Youth Lacrosse – 5 <sup>th</sup> and 6 <sup>th</sup> Grade .....	\$65.00/individual
14. Youth Lacrosse – 7 <sup>th</sup> and 8 <sup>th</sup> Grade .....	\$75.00/individual
15. Youth Track Club .....	\$60.00/individual

**Recreation Center Business Passes\***

Non-resident (total number of eligible business members listed)

1. 5 to 250.....	\$75/person
2. 251 to 500.....	\$70/person
3. 501 to 750.....	\$65/person
4. 751 to 1,000.....	\$60/person
5. 1,001 and Greater .....	\$55/person

Resident (total number of eligible business members listed)

1. 5 to 250.....	\$50/person
2. 251 to 500.....	\$45/person
3. 501 to 750.....	\$40/person
4. 751 to 1,000.....	\$35/person
5. 1,001 and Greater .....	\$30/person

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

**Recreation Center Daily Rates (Daily Rates Include Sales Tax)**

General Admissions

1. Entire Facility	
a. Adult (14 and older) .....	\$4.00
b. Child (under 4 years old) .....	No charge
c. Family Night (Monday, 6:00 pm – 10:00 pm) .....	\$15.00/family
d. Senior Citizen (55 and older) .....	\$3.00
e. Youth (4 to 13).....	\$3.00
2. Track Only	
a. Single Entry .....	\$1.25
b. Track Pass (11 punch).....	\$12.50

Rentals & Miscellaneous Fees

1. Child Care (1 hour minimum) .....	\$2.00/hour
2. Child Care Punch Pass (1/2-hour increments).....	\$17.00/10 hours
3. Classroom (Regular hours rate – Groups I & II only – See after hours group definitions).....	\$10.00/hour
4. Duckling Patch .....	\$3.50
5. Foosball .....	\$0.60
6. Large Coin Operated Lockers .....	\$0.25
7. Locker Key Replacement .....	\$7.00
8. Racquetball Goggles .....	No charge
9. Racquetball Racket (aluminum) .....	\$1.50
10. Racquetball Rental .....	\$0.60
11. Rifle.....	\$2.50/hour
12. Swim Suit .....	\$2.50
13. Towel.....	\$0.60

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**Recreation Center Group Discount Rates – After Hours**

Group I (Elementary and Secondary tax-supported schools within the corporate limits of the City)*	
1. Gym/Multi-purpose Room** .....	\$75.00
2. Swimming Pool** .....	\$75.00
3. Classroom.....	\$10.00
4. Foyer .....	\$10.00
Group II (Resident and/or non-profit organizations)*	
1. Gym/Multi-purpose Room** .....	\$100.00
2. Swimming Pool** .....	\$100.00
3. Classroom.....	\$15.00
4. Foyer .....	\$15.00
Group III (Non-resident and/or for profit organizations)*	
1. Gym/Multi-purpose Room** .....	\$125.00
2. Swimming Pool** .....	\$125.00
3. Classroom.....	\$25.00
4. Foyer .....	\$25.00

\*Additional Fees May Apply:

1. Percentage of Gate Receipts – Groups charging admission or using the center for commercial functions will required to pay a percentage of gate receipts at a rate agreed upon by the Recreation Department representative and the applicant prior to the approval of the application. The rate shall include any applicable sales tax.
2. Security Fee – If security is required, the cost will be determined by the number of security personnel needed multiplied by the number of hours scheduled at prevailing rates. Security personnel will be contracted by the applicant by contacting the Orem Public Safety Department.
3. Staff Fee – The Recreation Department reserves the right to evaluate staff requirements for groups and assess the appropriate hourly fee(s) to offset the costs of said staff.

\*\*Locker rooms, shower and sauna included.

**Recreation Center Group Discounts Rates – Regular Hours (includes sales tax)**

Adult (14 and older)	
1. 1 to 24.....	\$4.00 each
2. 25 to 74 (discount rate – 10%) .....	\$3.60 each
3. 75 to 124 (discount rate – 15%) .....	\$3.40 each
4. Over 124 (discount rate – 20%).....	\$3.20 each
Child (under 4 years old).....	No charge
Youth (4 to 13)	
1. 1 to 24.....	\$3.00 each
2. 25 to 74 (discount rate – 10%) .....	\$2.70 each
3. 75 to 124 (discount rate – 15%) .....	\$2.55 each
4. Over 124 (discount rate – 20%).....	\$2.40 each

**Recreation Center Individual and Family Passes (only one discount applicable per pass)**

Non-resident	
1. Family	
a. Monthly Pass.....	\$59.00
b. Semi-annual Pass .....	\$243.00
c. Annual Pass.....	\$468.00
2. Individual	
a. Monthly Pass.....	\$42.00
b. Semi-annual Pass .....	\$148.00
c. Annual Pass.....	\$255.00

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(Continued)

**Recreation Center Individual and Family (Continued)**

3. Senior Citizen	
a. Monthly Pass.....	\$30.00
b. Semi-annual Pass .....	Not available
c. Annual Pass.....	\$142.00
4. Student	
a. Monthly Pass.....	\$35.00
b. Semi-annual Pass .....	\$130.00
c. Annual Pass.....	\$231.00
Resident	
1. Family	
a. Monthly Pass.....	\$47.00
b. Semi-annual Pass .....	\$196.00
c. Annual Pass.....	\$355.00
2. Individual	
a. Monthly Pass.....	\$30.00
b. Semi-annual Pass .....	\$125.00
c. Annual Pass.....	\$207.00
3. Senior Citizen	
a. Monthly Pass.....	\$18.00
b. Semi-annual Pass .....	Not available
c. Annual Pass.....	\$77.00
4. Student	
a. Monthly Pass.....	\$24.00
b. Semi-annual Pass .....	\$106.00
c. Annual Pass.....	\$184.00
Sales - September, December and May	
1. Annual Passes.....	20% off
2. Semi-annual Passes .....	10% off
Seasonal Pass Discounts (only one discount applicable per pass)	
1. Annual Renewals within 30 Days of Expiration .....	20% off
2. Semi-annual Renewals within 30 Days of Expirations .....	10% off
3. Volunteer Discount Off Annual and Semi-annual Passes .....	25% off

**Self-determining Groups**

Self-determining Group Participation Fee ..... \$4.00/participant/season

**Soccer Field Rental Rates**

Monday through Thursday (Week Nights, 4:00 p.m. – 9:00 p.m.)

1. Security Deposit (\$200.00/field)
2. Rental (\$50.00/field/4 hour block)
3. Litter Removal (\$18.00)
4. Custodial (\$9.00).....\$277.00 + staff costs

Monday through Thursday (10 hour days)

1. Security Deposit (\$200.00/field)
2. Rental (\$50.00/field/4 hour block)
3. Litter Removal (\$18.00)
4. Custodial (\$9.00).....\$277.00 + staff costs

Weekends (Friday and Saturday)

1. Security Deposit (\$200.00/field)
2. Rental (\$75.00/field/4 hour block)

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- 3. Litter Removal (\$45.00)
- 4. Custodial (\$45.00).....\$365.00 + staff costs

**Softball/Baseball Field Rental Rates**

Available Facilities/Parks

- 1. City Center Little League Complex ..... 6 fields
- 2. Community Park ..... 1 field
- 3. Lakeside Sports Park (LSP) ..... 5 fields
- 4. Orem Elementary Complex ..... 4 fields
- 5. Windsor Park ..... 2 fields
- Custodial (restrooms) ..... \$50.00/day for all restrooms at facility
- Infield Preparation ..... \$35.00/field/prep- includes chalk, machinery, supplies and staff
- Lights ..... \$25.00/hour/field
- Litter Removal ..... \$50.00/park - includes 2 pick-ups
- Outfield Preparation ..... \$50.00 to mow outfield grass prior to tournament in addition to regular mowing schedule
- Rental ..... \$30.00/hour/field or \$175.00/field/day
- Security Deposit ..... \$300.00/facility
- Staff Costs (includes salary and benefits)

  - 1. Scorekeeper ..... \$12.00/hour
  - 2. Supervisor ..... \$30.00/hour

**Tennis Court Rental Rates**

2 Courts

- 1. 2 Hours ..... \$40.00
- 2. 4 Hours ..... \$50.00
- 3. 8 Hours ..... \$75.00

3 Courts

- 1. 2 Hours ..... \$50.00
- 2. 4 Hours ..... \$75.00
- 3. 8 Hours ..... \$100.00

4 Courts

- 1. 2 Hours ..... \$60.00
- 2. 4 Hours ..... \$100.00
- 3. 8 Hours ..... \$150.00

5 Courts

- 1. 2 Hours ..... \$75.00
- 2. 4 Hours ..... \$125.00
- 3. 8 Hours ..... \$175.00

6 Courts

- 1. 2 Hours ..... \$100.00
- 2. 4 Hours ..... \$150.00
- 3. 8 Hours ..... \$200.00

9 Courts

- 1. 2 Hours ..... \$200.00
- 2. 4 Hours ..... \$300.00
- 3. 8 Hours ..... \$400.00

**CITY OF OREM**  
**ADOPTED BUDGET**  
**FISCAL YEAR 2013-2014**

**EXHIBIT “C”**

**(Compensation Programs)**



## **CITY OF OREM**

### **ELECTED OFFICIAL COMPENSATION PROGRAM FOR THE BUDGET YEAR BEGINNING JULY 1, 2014**

This Budget Book 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 the Budget Book at any time and for any reason, formally or informally, and with or without notice. The conditions set forth in this Budget Book do not create an express or implied contract with any person.

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**EXHIBIT "C1"**  
**CITY OF OREM**  
**FISCAL YEAR 2013/2014**  
**ELECTED OFFICIAL COMPENSATION PROGRAMS**

This document contains the compensation program, including salaries and benefits for the fiscal year beginning July 1, 2013 for City of Orem Elected Officials and supersedes all previous policies and procedures affecting compensation except for special programs adopted by the City Council.

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**WORKER'S COMPENSATION**

Elected Officials injured during the performance of their duties are covered by Worker's Compensation as provided by State Law.

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**INSURANCE PROGRAMS**

Elected Officials are eligible for enrollment in the City's various insurance programs as described in this section. The City reserves the right to provide these insurance programs by self-insurance, through an insurance company or by any other method which provides the coverage outlined.

**Travel Insurance**

The City shall provide \$100,000 travel insurance for all Elected Officials while they are traveling on City business. In the event of an Elected Official's death, payment will be made to the Elected Official's beneficiary.

**Medical and Dental Insurance**

The City shall provide medical and dental insurance coverage for all Elected Officials and their dependents. The following options are available (Medical and Dental costs are subject to change at the beginning of each calendar year).

**Elected Official's Monthly Insurance Options**

Health Insurance - SelectHealth Select Med Plus or Altius Peak Plus

Dental Insurance – Dental Select

The City shall provide each official a description of the selected insurance plan.

Elected Officials who choose not to participate in the group health program, shall receive compensation equivalent to the group health insurance premium.

### **Extended Health Care Coverage (COBRA)**

As required by COBRA, health care benefit options will be extended to spouses and dependents of Elected Officials who become divorced, separated, deceased, terminated, or eligible for Medicare. Extended coverage will also be available for a dependent child who reaches the maximum age limit. In order to be eligible for COBRA, the Elected Official or his/her spouse must notify the Human Resource Office within 60 days of the qualifying event. Individuals receiving the coverage are responsible for the costs of the extended coverage, except in the case where an Elected Official dies while in office, as noted below. Elected Officials should refer to the plan documents for specific time limits on this extended health care coverage. Participation in a Health Maintenance Organization (HMO) may limit COBRA benefits if the covered individual moves from the HMO's service area.

If an Elected Official dies while in office, the city will continue its portion of the insurance premium for family coverage for one year as long as the Elected Official was currently enrolled in the City's health and/or dental insurance plan(s) with family coverage at the time of death. Enrolled dependents may pay the insurance premiums to continue the coverage beyond one year as allowed by COBRA.

The city will cover only those family members who are named on the deceased Elected Official's current health and/or dental insurance enrollment form or those family members who would otherwise be eligible for COBRA coverage.

### **Retirement Health Savings Plan (RHSP)**

Elected Officials participate in a Retirement Health Savings Plan to assist them with the cost of health insurance and other health care costs following retirement. Enrollment in the RHSP is mandatory in order for the City to make contributions to the Elected Official's account.

### **Life Insurance**

The City shall provide term life insurance in the amount of \$50,000 for each Elected Official. The coverage will be reduced by 50% at age 70.

Elected Officials may also purchase supplemental term life insurance for themselves and eligible dependents. Premiums for supplemental life insurance are paid by the Elected Official through payroll deduction.

### **Retired Life Insurance**

Elected Officials who retire with at least 15 years of service at the City of Orem, may choose to continue life insurance in the amount of \$5,000 for the Elected Official and

\$5,000 for his/her spouse. Coverage will be reduced by 50% at age 70. The City shall pay the premium for the retired Elected Official. The premium for coverage on the spouse shall be paid by the retired Elected Official.

### **Short Term Disability Insurance**

The City provides short term disability benefits to Elected Officials who are disabled beginning on the 60th day of disability and continuing up to the 119th day of disability. Benefits will be paid in accordance with City Policy.

### **Long-Term Disability Insurance**

The City provides long term disability benefits to Elected Officials who are disabled for more than 120 days. The premium for this policy shall be shared equally between the City and the Elected Official.

### **Medicare Coverage**

Elected Officials shall be covered by Medicare. Contribution rates are as follows:

<u>City Participation</u>	<u>Elected Official Participation</u>
1.45% of Salary	1.45% of salary

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## **EMPLOYEE ASSISTANCE PROGRAM**

The City provides an Employee Assistance Program (EAP) for Elected Officials. An EAP is a confidential counseling and referral service which helps Elected Officials and their family members deal with personal or work-related problems. Additional information about the EAP program is available from the Human Resource Office.

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## **FLEXIBLE SPENDING REIMBURSEMENT ACCOUNT**

The City provides a program that allows Elected Officials to use before-tax salary dollars to pay for certain health and dependent care expenses. Each year during open enrollment the elected official decides how much money to set aside for the upcoming fiscal year. The money is automatically deducted from each paycheck before federal, state and Medicare taxes are taken out. As the Elected Official pays out-of-pocket bills for health and/or dependent care during the year, they submit a claim requesting reimbursement. The Elected Official is then reimbursed with tax-free dollars.

## **RETIREMENT**

The City shall contribute 17.90% of each Elected Official's salary toward the elected official's retirement.

Elected Officials with eligibility dates before July 1, 2011 are Tier 1 participants and shall have the option to participate in Utah Retirement Systems – Public Employees Non-Contributory Plan, or the Alternative Retirement System, as follows:

**OPTION A**

URS	17.29%
Alternative - 401(k)	.61%

**OPTION B**

Alternative - 401(k)	17.90%
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Elected Officials with eligibility dates on or after July 1, 2011 are Tier 2 participants and shall have the option to enroll in the Utah Retirement Systems Defined Benefit Hybrid Plan which combines a pension and 401K plan, or the Defined Contribution Plan which is 401k only.

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**DEFERRED COMPENSATION**

As part of the Social Security Replacement Program, all Elected Officials may choose to participate in the City's Optional Matching 457 Deferred Compensation Plan.

Elected Officials may elect to contribute, in 1/2 percent increments, a percentage of their gross pay to the Optional 457 Deferred Compensation Plan. The City will match the Elected Officials contribution in an equal amount not to exceed 6% of the Elected Officials salary.

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**INDEMNIFICATION**

Subject to the requirements of federal, state, local law, or City policy, the City shall indemnify all Elected Officials for any claim for alleged personal legal liability arising out of any act or omission by Elected Officials during the performance of their duties, within the scope of their employment, or under color of authority. The City shall also pay the costs of defense in defending any such claim.

The Elected Official shall be responsible to comply with all legal requirements concerning notice to the City, cooperation in the defense of the claim, as well as all other requirements. Failure of the Elected Official to meet all such requirements may result in the City's refusal to defend or indemnify the Elected Official.

**SALARY**

<b><u>Title</u></b>	<b><u>Monthly Salary</u></b>
Council Member	\$1,100

Mayor

Twice the Council Member salary

## **EXPENSES**

Elected Officials, while performing official assigned duties, shall be reimbursed for expenses incurred.

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## **MILEAGE REIMBURSEMENT**

Elected Officials shall be reimbursed for actual miles they drive their personal vehicles on City business both within and outside of the City. The reimbursement rate shall be the standard IRS mileage rate.

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## **RECREATION PASS**

Elected Officials are entitled to Fitness Center privileges within the guidelines of City Policy. Elected Officials participating in a physical fitness program may purchase an annual family pass for \$100 either through a monthly payroll deduction or a lump sum payment.

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## **CITY OF OREM**

### **EMPLOYEE COMPENSATION PROGRAM FOR THE BUDGET YEAR BEGINNING JULY 1, 2014**

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**EXHIBIT “C2”**  
**CITY OF OREM**  
**FISCAL YEAR 2013/2014**  
**EMPLOYEE COMPENSATION PROGRAM**

This document contains the compensation program, including salaries and benefits for Management and Classified employees for the fiscal year beginning July 1, 2013 and supersedes all previous policies and procedures affecting compensation and benefit plans except for special programs adopted by the City Council.

**PRIMARY EMPLOYER**

The City of Orem is considered the primary employer for all full-time, regular status employees.

**FLSA, REGULAR HOURS and WORKWEEK**

All employees working for the City of Orem shall be compensated at the minimum wage or higher.

The Human Resources Division Manager shall designate each classification in the City as exempt or non-exempt in accordance with the Fair Labor Standards Act (FLSA) guidelines. A list of the designations shall be attached to this policy.

The City authorizes employees to work in one of the following defined workweeks:

- A. A traditional workweek which is seven (7) consecutive days beginning each Sunday morning at 12:00am and ending the following Saturday at midnight.
- B. A 9/80 schedule, or 80-hours over 9 days in the pay period, with every other Friday off. Employees authorized to work a 9/80 schedule will be classified as either “A” or “B” depending on the start of their workday and their Friday rotation. The workweek for these employees is seven (7) consecutive days beginning at noon on Friday, October 31<sup>st</sup>, 2008 and repeating every seven days thereafter.
- C. For Plant Process Operators working in the Treatment Plant (5 incumbents), the workweek is 7 consecutive days beginning at 12:00AM every Saturday, starting with the March 21, 2010 pay period.
- D. For classifications in the Fire Division working a 24-hour shift, the workweek is eighteen (18) consecutive days beginning at 7:00am on April 6, 1986 and repeating every 18 days thereafter.
- E. For all other Public Safety classifications, the workweek begins Sunday at 7:00am and ends the following Sunday at 7:00am.

## **OVERTIME**

For non-exempt employees (defined in the Salary Policy section of this booklet) all hours of work officially ordered and/or approved in excess of 40 hours per workweek are overtime. For firefighters working 24-hours shifts, overtime is based on any hours worked over 136 in the 18-day work period. Hours worked shall not include holiday, vacation or sick leave hours.

Overtime worked shall be paid at the rate of time and one-half and may be in the form of compensatory time off or monetary compensation. The decision of whether to give comp time or pay will be at the discretion of the City. Nothing in this or any other City policy shall be construed to give an expectation or right to continued or future overtime hours.

The maximum accumulation of comp time is 80 hours (112 hours for 24-hour shift employees). Prior to the end of the pay period that includes April 1 of each year, all comp hours must be used or all employees will be paid for the hours. Comp time will not be allowed to be carried beyond the dates noted above. The City may require the employee to use accumulated comp time. Payment for unused comp time shall be made in the event of separation from service for any reason.

Exempt employees (defined in the Salary Policy section of this booklet) required to work beyond the regular work period shall be compensated in accordance with the Administrative Leave Section. However, the City reserves the right to pay exempt employees at an overtime rate for actual overtime worked during a declared emergency.

## **CALL BACK**

Non-exempt employees who have completed their work shift and have left the work premises and then are required to return to work shall receive a minimum of two (2) hours pay at the overtime rate. Hours worked in excess of the two (2) hours shall be paid at the overtime rate. The employee shall also be paid for travel time, mileage, and personal expenses for long distance phone calls incurred as a result of the call back. For shift employees in the Police Division, call back shall only apply when the employee receives less than 12 hours notice to return to work.

## **COURT TIME**

Public Safety employees, who are required to appear in court as part of their job, shall receive a minimum of two (2) hours pay at the overtime rate. Hours spent in court in excess of the two (2) hours shall be paid at the overtime rate. In return, Public Safety employees who receive a witness fee for appearing in court shall be required to remit the payment to the City.

## **ADMINISTRATIVE LEAVE**

Exempt employees who as part of their normal duties spend more than (40) hours a week in work assignments are eligible to receive Administrative Leave in accordance with the City's Exempt Employees Work Policy provided in the General Policy Manual.

## **HOLIDAYS**

Employees, except those in the Fire Division working 24 hour shifts, and employees working ten hour shifts in patrol and communication sections shall receive the following twelve (12) paid Holidays. Full-time employees receive 8 or 9 hours pay for each Holiday (depending on their authorized workweek); part-time employees receive 4 hours pay for each Holiday.

<b>HOLIDAY</b>	<b>DATE</b>
New Years Day	January 1 <sup>st</sup>
Civil Rights Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4 <sup>th</sup>
Pioneer Day	July 24 <sup>th</sup>
Labor Day	First Monday in September
Thanksgiving Day	Fourth Thursday in November
Day After Thanksgiving	Friday after Thanksgiving
Christmas Eve	December 24 <sup>th</sup>
Christmas Day	December 25 <sup>th</sup>
Personal Day	As authorized – not available to all employees. Must be used prior to Dec 15 <sup>th</sup> of each year.

Employees who work their regularly scheduled shift on a Holiday will be compensated four, eight or nine hours of Holiday pay (depending on full-time or part-time status and their authorized workweek) plus regular pay for the number of hours actually worked.

In the event a Holiday falls on a Saturday, the preceding Friday shall be treated as the Holiday. Should the Holiday fall on Sunday, the following Monday shall be treated as the Holiday.

In the event a Holiday falls on an employee's regularly scheduled day off, except for fire, patrol and communication employees, equivalent time shall be added to the employee's vacation time.

#### Fire Service - 24 Hour Shift Employees

Firefighters will be paid 11.20 hours for each holiday in the pay period the holiday occurs.

#### Patrol and Communication Section Employees

Patrol and Communication Section employees will be paid 8 hours for full-time and 4 hours for part-time for each holiday in the pay period the holiday occurs.

## **VACATION**

Employees shall earn vacation time as follows:

	<u>Years of Service</u>	<u>Hours earned Annually</u>
24 Hr. Shift Employees	1-5	168
	6-10	192
	<u>11 or more</u>	<u>240</u>
All Other Employees	1-5	120
	6-10	144
	<u>11 or more</u>	<u>168</u>

There shall be a maximum accumulation of two (2) years of vacation time beyond the year it is earned.

Vacation scheduling shall be approved by the City prior to being taken with consideration for the employee's needs and the City's need to provide services.

Upon separation from service for any cause, an employee shall be paid a lump sum payment for any accumulated and unused vacation.

Upon the death of an employee, a lump sum payment for accumulated vacation time shall be made to the employee's beneficiary(ies) or estate.

Vacation shall not be used to extend a date of separation for any cause unless specifically approved by the City Manager.

No advance of vacation time shall be permitted without approval of the City Manager.

## **SICK LEAVE**

Employees may use sick leave when they are unable to work because of on-duty or off-duty injury or illness or for visits to hospitals, clinics, dentists, etc. for diagnosis of illness or injury, examination and related purposes.

### ***General Management & Classified Employees***

Each employee shall earn and may accumulate sick leave as follows:

<u>Regular Work Shift</u>	<u>Hrs Earned Monthly</u>	<u>Hrs Earned Annually</u>	<u>Maximum Hours of Accumulation</u>
24 Hour	11.2	134.4	Unlimited
All Others	8.0	96.0	Unlimited

### ***Executive Management Employees***

An executive management employee shall receive 2,080 hours (one year) of sick leave on the date of hire or promotion into an executive management position. The employee shall earn 8 hours of sick leave per month in which to replenish any sick leave time used. Any hours earned over the 2,080 hours will not be credited to the employees account. Upon leaving the City, the executive management employee shall not receive any pay for his/her unused sick leave except as provided in the Sick Bank Section.

### ***Guidelines***

Sick leave shall not be considered as a right which employees may use at their discretion and shall be allowed only in case of actual sickness or disability. No punitive actions shall be imposed on employees for taking justifiable sick leave. However, employee abuse of sick leave may be grounds for disciplinary action up to and including termination of employment.

For the purpose of charging sick leave, the minimum sick leave chargeable shall be one (1) hour.

No sick leave shall be payable for any sickness, disability or injury which results or occurs as follows:

1. Intentionally self-inflicted;
2. Participating in a criminal act;

3. Participating in a riot;
4. The portion of an employee's time that is covered by workers compensation benefits as a result of an injury or illness sustained on another job.
5. During vacation unless the employee was confined to hospital or other fixed location under doctor's written orders;
6. During a layoff, leave of absence or disciplinary suspension; and/or
7. After a termination date.

When taking sick leave time, employees shall notify their department either prior to or within one (1) hour after the time set for beginning daily duties or by another time specified by the City.

The City may revoke pay, sick leave time, and take appropriate disciplinary action if the employee using sick leave is not sick or has engaged in private or other public work while on sick leave. An employee who works at some other job while on sick leave will be presumed to be not sick and medically able to do his/her job unless he/she has a note from a doctor indicating that they are unable to perform their job.

If a full-time employee is unable to perform their duties at the city due to their injury or illness and continues to work at their outside employment, the City will expect that the outside employment not conflict with the employee's mandatory light duty or work restrictions at the City (if any), and/or impede the employee's recovery and return to full-duty at the City.

The City may require an employee to provide a medical doctor's written statement which outlines the nature of the illness and the prognosis for recovery prior to permitting the employee to return to work following the use of any sick leave.

If an employee has not recovered by the time accumulated sick leave has been exhausted, the Human Resource Division Manager may grant the employee a leave of absence in accordance with Medical Leave of Absence Section in this booklet.

Sick leave shall continue to accrue while an employee is on vacation or sick leave.

Sick leave shall not be used to extend a date of separation for any cause unless approved by the City Manager.

### ***Sick Leave - Initial Probationary Period***

The Human Resource Division Manager may allow a probationary employee up to forty-eight (48) hours sick leave with pay before it has been earned. This section does not apply to promotional or disciplinary probationary periods.

### ***Sick Leave - Family Illness***

Employees may use up to forty (40) hours of accumulated sick leave during the fiscal year to care for a spouse, child or parent who is ill.

Eligible employees may use up to 12 weeks of accumulated sick leave for the serious illness of their spouse, child or parent if family medical leave (FMLA) has been requested and approved in accordance with city policy.

The City Manager may grant additional sick leave hours for special circumstances.

### ***Sick Leave at Termination of Employment***

Upon termination of employment from the City, employees shall not receive any pay for his/her unused sick leave except as provided in the Sick Bank Section.

### ***Sick Bank***

On June 30, 1981, employees had their accumulated hours of sick leave up to a maximum of 720 hours (960 hours for 24 hour shift employees) frozen in a sick leave bank. Upon separation from service for any cause, employees shall be paid for one-half of the hours in the sick leave bank, if any.

### ***Sick Leave - Buy-Back Option***

For FY 13/14, the sick leave buy-back option is not available.

## **FAMILY AND MEDICAL LEAVE OF ABSENCE**

Family and medical leave (FMLA) is available to eligible employees under the following conditions:

1. the birth or placement of a child for adoption or foster care;
2. care for a child, parent or spouse with a serious health condition, and
3. the employee is unable to work because of a serious health condition.

Employees are eligible for up to 12 weeks of FMLA leave during a “rolling” 12-month period measured backward from the date on which an employee uses any FMLA leave.

To be eligible for FMLA benefits, an employee must have worked for the City for at least 12 months and must have worked at least 1,250 hours in the prior 12 months.

As approved, employees may take FML intermittently if it is medically necessary to care for a seriously ill family member or because the employee is seriously ill. If intermittent leave is foreseeable based on planned medical treatment, the employee is responsible for scheduling the leave time.

The City will invoke FML time for any eligible employee who is away from work for at least one week for any of the qualifying situations listed above, including Workers Compensation.

An employee wanting to take a family or medical leave of absence must submit a written request for the leave to the Human Resource Division Manager. The request must be accompanied with a health care provider's certification that the illness of the employee or family member necessitates the leave. The certification must state the date on which the serious health condition commenced, the probable duration of the condition and the appropriate medical facts about the condition. The Human Resource Division Manager shall notify the employee in writing when the leave has been approved.

For FMLA leave, employees must first use all accrued sick leave before using accrued vacation hours.

Eligible spouses employed by the City are jointly entitled to a combined total of 12 weeks of family leave for the birth or placement of a child for adoption or foster care. Leave for birth or adoption (including foster care placement) must conclude within 12 months of the birth or placement.

For additional information regarding this leave, refer to the City's Compliance Guide to the Family and Medical Leave Act booklet.

If the employee's accrued vacation and sick hours are exhausted before the employee is able to return to work, he/she shall be placed on a leave without pay for the remaining time up to the 12 week limit. During this time, the City shall continue to pay its portion of the health and life insurance premium, and the employee must make arrangements with the Human Resource Office to continue to pay his/her portion of the insurance premium. The employee shall not accrue any other benefits while on the leave of absence.

If the leave was granted because of an employee's serious health condition, the employee must furnish the Human Resource Division Manager with a medical doctor's written release before being allowed to return to work.

In 2008, Federal legislation was passed that expanded FMLA protection for military family members as follows:

1. Leave for "Qualifying Exigency": The law modifies the FMLA by adding a new qualifying event for the 12-weeks of FMLA leave: a "qualifying exigency" (to be determined by the Secretary of Labor) arising out of the fact that the employee's spouse, child or parent is on active duty or has been notified of an impending call or order to active duty in the Armed Forces in support of a contingency operation.

When an employee requests leave for a qualifying exigency and the necessity for the leave is foreseeable, the employee must provide the employer with "reasonable and practicable" notice.

Additionally, an employer may require that a request for leave for a qualifying exigency be supported by a certification that the service member is on active duty or has been called to active duty.

2. Leave to Care for Injured Servicemember: The law also provides that the spouse, child, parent, or "next of kin" (defined as the "nearest blood relative") of a "covered servicemember" is entitled to a total of 26 workweeks of leave during a 12-month period to care for the servicemember.

"Covered servicemember" means a servicemember who is "undergoing medical treatment, recuperation, or therapy, is otherwise in an outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness."

"Serious illness or injury," in turn, is defined as a condition that may render the servicemember "medically unfit to perform the duties of the member's office, grade, rank, or rating."

This leave is only available during a single 12-month period, and the 26-week limit would include any leave granted pursuant to the new "qualifying exigency" provision.

## **TIME OFF FOR VOTING**

Any employee who does not have three or more hours to vote from the time that polls open until they close, may take up to two hours of paid time in order to vote, in accordance with Utah State Law.

## **MEDICAL LEAVE OF ABSENCE**

In conjunction with the family and medical leave of absence policy listed above, the City provides for an extended medical leave of absence for an eligible employee who is seriously ill and unable to perform their essential duties and who, after 12 weeks is still unable to return to work.

The employee may submit a written request for a medical leave of absence to the Human Resource Division Manager. The request must be accompanied with a health care provider's certification that the employee's serious health condition prevents him/her from performing his/her duties.

To be eligible for the medical leave of absence, the employee must have worked for the City as a full or part time employee for at least one year. This leave of absence must be approved by the Human Resource Division Manager and the Department Director.

In approving the extended leave, factors such as the following shall be considered:

1. length of time that the employee has already been off work on accrued vacation and sick leave time;
2. expected date that the employee will be able to return to work; and
3. the effect of the leave upon the department operation.

The total medical leave of absence, including the initial 12 weeks, shall not exceed 120 calendar days.

During any period of time when the employee is off on a leave without pay, the City shall continue to pay its portion of the health and life insurance premium. The employee must make arrangements with the Human Resource Office to continue to pay his/her portion of the insurance premium.

The employee shall not accrue any other benefits during the leave of absence.

Before returning to work, the employee must furnish the Human Resource Division Manager a medical doctor's written statement permitting the employee to return to assigned duties.

The City has the right at any time to require a second medical opinion from a health care provider selected by the City. The City shall pay for the cost of the second opinion.

## **PERSONAL LEAVE OF ABSENCE**

Upon recommendation of the Department Director, the Human Resource Division Manager may grant an employee a leave of absence, without pay, for a period up to sixty (60) consecutive calendar days. No benefits of any type shall be earned by an employee for the duration of the leave of absence. Employees may continue to participate in the health insurance program at their own cost.

## **EMPLOYEE ASSISTANCE PROGRAM**

The City provides an Employee Assistance Program (EAP) for employees. An EAP is a confidential counseling and referral service that is designed to help employees and their family members deal with personal or work-related problems. Additional information about the EAP program is available from the Human Resource Office.

## **MILITARY LEAVE**

The City of Orem will comply with the Uniformed Services Employment and Reemployment Rights Act (**USERRA**).

In the event that an employee is absent due to being called into the military service of the United States or the State of Utah for duty, the employee may receive full compensation from the military while on military status. The City shall pay any difference in salary the employee would have received if they would have remained working with the City during the same period of time. The employee shall furnish to the Human Resource Division Manager satisfactory proof of orders to report for duty and of actual service and military salary pursuant to such orders.

## **WORKER'S COMPENSATION**

An employee injured during the performance of duties is covered by Worker's Compensation as provided by State Law. In order for the employee to continue at a full salary during a disability from an on-the-job injury, worker's compensation payments may be supplemented by accrued sick leave and vacation time. After all leave time is exhausted the employee must revert to worker's compensation payments within the definition of State Law.

## **JURY LEAVE**

Employees who are required to serve as jurors shall be provided jury leave for the duration of the jury duty. Employees serving as jurors shall receive full salary and benefits for up to four (4) weeks per fiscal year of jury duty provided all money, less travel expenses, received by the employee for the jury duty is remitted to the City.

## **BEREAVEMENT LEAVE**

An employee may, upon approval of the Department Director, be granted up to three (3) days leave with pay in the case of a death of a relative of the employee's family defined as a husband, wife, parents, brother, sister, child, step-child, grandchild, grandparent, mother or father-in-law, sister-in-law, brother-in-law or a spouses grandchild or grandparent. Any additional leave days required shall be charged against vacation time. Firefighters working a 24-hour shift shall be granted up to 34 hours of leave with pay.

## **UNIFORM POLICY**

The City will provide uniforms to both permanent and flexible employees based upon their job duties. Employees will be supplied with uniforms according to their job duties as outlined below. Employees who are provided a uniform by the City are expected to wear that uniform when they are working and to keep the uniform clean and in good repair. Employees who fail to wear the appropriate uniform will be sent home to change into the proper uniform. The employee will not be paid for the time lost while changing into the proper uniform.

Public Safety employees in the following job categories will be issued appropriate uniforms and safety equipment:

Animal Control Officers	Fire Prevention Inspectors
Commissioned Firefighters/Paramedics	Public Safety records office personnel
Community Service Officers	Public Safety Volunteers
Dispatchers	Sworn Police Officers
Fire Marshall	

Employees with the following job titles will be issued shirts, hats and pants and the appropriate safety equipment to accomplish their jobs:

Building Inspector	Plant Operator
Building Maintenance Technician	Pre-treatment Coordinator
Cemetery Sexton	Parks Section Manager
City Surveyor	Pre-Treatment Inspector
Construction Engineer	Public Works Program Specialist
Construction Technician	Public Works Field Supervisor
Custodian	Public Works Technician
Electronic Specialist	Public Works Crew Leader
Engineering Specialist	Sr. Building Inspector
Fitness Center Maintenance Technician	Sr. Plant Operator
Fleet Mechanic	Store Keeper
Fleet Maintenance Section Manager	Street Section Manager
Instrumentation/Control Specialist	Traffic Sign Specialist
Instrumentation/Control Technician	Traffic Signal Specialist
Laboratory Specialist	Urban Forester/Horticulturist
Lead Mechanic	Utilities Technician
Maintenance Helper	Water Reclamation Section Manager
	Water Section Manager

Employees with the following job titles will be provided shirts and hats:

Flexible employee (whose typical job duties require the employee to work outside)  
Water Resources Utility Technician  
Street Section Manager  
Water Section Manager

Employees whose duties are typical of an office environment may be provided one Orem logo shirt per year as budget permits. These employees are not required to wear these shirts to work. They may wear them on Fridays or other appropriate days.

**Shirts** All shirts are to have the Orem logo. The body of the shirt will be solid in color. The logo color will be a contrasting color to the shirt color. Shirt colors will be limited to those available from the distributor for the particular style of shirt. The style of shirt is to be appropriate for the employee's work environment. Employees who work in the street are to wear an orange, strong-yellow, or yellow-green shirt.

**Pants** Pants will generally be a durable dark denim fabric. The pants are to be kept clean and in good repair.

***Short Pants*** Employees will not be permitted to wear shorts while on duty. The only exceptions to this are recreation employees as allowed by their division manager and bicycle patrol officers.

***Nametags*** Nametags are considered a part of the employee uniform.

***Orem Logo*** The Orem logo used on uniforms will be the City's official logo. Wherever possible this logo should utilize the same multi-color scheme as found on the official logo. Public Safety employees will follow department guidelines for identification.

## **TOOL ALLOWANCE**

Employees required to use their own tools shall be reimbursed up to a maximum of \$40.00 per month for the purchase of tools that are approved by the Division Manager.

## **MILEAGE REIMBURSEMENT**

Employees shall be reimbursed for all authorized miles traveled in the employee's personal vehicle. The reimbursement rate shall be the standard I.R.S. mileage rate.

The City Manager may establish reimbursement programs for City employees who use their cars for City work.

## **VEHICLE ALLOWANCE**

Executive Management employees, except those who are assigned a city vehicle, shall receive \$325.00 per month as an allowance for the use of their personal vehicles for City business.

## **RECREATION PASS**

Employees actively participating in a physical fitness program are entitled to Fitness Center privileges within the guidelines of City Policy. Employees participating in a Physical Fitness Program may purchase an annual family pass for \$100 either through a biweekly payroll deduction or a lump sum payment.

The City shall provide a retired employee a pass to the Fitness Center or a family pass may be purchased for \$100 per year.

## **TUITION ASSISTANCE PROGRAM**

The tuition assistance program remains discontinued for the 2013/14 fiscal year.

## **MOVING EXPENSES**

Executive Management employees may be reimbursed at the discretion of the City Manager for the moving expenses for himself, his family, and his personal property from his previous employment to his employment with the City. Said costs shall include packing, transportation, necessary storage costs, and insurance charges.

## **INSURANCE PROGRAMS**

The City shall provide the insurance programs described in this Section. The City reserves the right to provide these insurance programs by self-insurance, through an insurance company or by any other method which provides the coverage outlined.

### ***Travel Insurance***

The City shall provide \$100,000 travel insurance for Executive Management Employees while they are traveling on City business. In the event of employee's death, payment will be made to the employee's beneficiary.

### ***Medical and Dental Insurance***

Employees have these options:

Health Insurance - SelectMed Plus or Altius Peak Plus

Dental Insurance - Dental Select.

The City shall provide each employee a description of the selected insurance plan.

### ***Extended Health Care Coverage (COBRA)***

Health care benefit options will be extended to spouses and dependents of employees who become divorced, separated, deceased, terminated, or eligible for Medicare. Extended coverage will also be available for a dependent child who reaches the maximum age limit. In order to be eligible for this

coverage, the employee or employee's spouse must notify the Human Resource Office within 60 days after the qualifying event. Individuals receiving the coverage are responsible for the costs of the extended coverage. Employees should refer to the plan documents for specific time limits on this coverage. Participation in a Health Maintenance Organization (HMO) may limit COBRA benefits if the covered individual moves from the HMO's service area.

If an active, benefited employee dies, the city will pay the first four (4) months COBRA insurance premium for the deceased employee's family, if the family elects COBRA coverage, as long as the employee was currently enrolled in the city's health and/or dental insurance at the time of death.

The city will cover only those family members who are named on the deceased employee's current health and/or dental insurance enrollment form or those family members who would otherwise be eligible for COBRA coverage.

### ***Life Insurance***

The City shall provide term life insurance for each employees in an amount equal to their annual salary, to a maximum of \$125,000. Employees making less than \$20,000 per year shall be covered for \$20,000.

Amounts are reduced 50% at age 70. Additional term life insurance may be purchased by each employee at their cost through payroll deduction.

The City shall provide each employee a certificate of coverage.

### ***Line of Duty Life Insurance Benefit***

The City shall pay the premium for a police officer's \$50,000 line of duty life insurance benefit provided through the Utah State Group Insurance Department, a division of the State Retirement System. Coverage is available to all employees who are members of the Utah State Public Safety Retirement System.

### ***Short-Term Disability Insurance***

The City provides short-term disability benefits to employees who are disabled beginning on the 60<sup>th</sup> day of disability and continuing up to the 119<sup>th</sup> day of disability. Benefits will be paid in accordance with City policy.

### ***Long-Term Disability Insurance***

The City provides a long-term disability insurance plan for employees who are disabled for 120 days or more. The City shall provide each employee a description of benefits. The premium for this policy will be shared equally between the City and the employee.

### **Medicare Coverage**

Employees hired after March 31, 1986, will be covered by Medicare. Contribution rates are as follows:

<u>City Participation</u>	<u>Employee Participation</u>
1.45% of salary	1.45 % of salary

# RETIRED EMPLOYEES BENEFITS

## *Employees Who Retire after January 1, 2012*

Benefits eligible employees who retire after January 1, 2012 will be able to access their Retirement Health Savings Plan (RHS) to assist with the cost of health insurance and other health care costs following retirement.

Participation in the RHS is mandatory and employees will be eligible for City paid contributions.

### Life Insurance

Retired employees with at least 15 years of service with the City, their spouse and dependents will have life insurance coverage as follows:

<u>Type of Coverage</u>	<u>Amount</u>	<u>City Pays</u>	<u>Employee Pays</u>
Employee	\$5,000	100%	0%
Spouse	\$5,000	0%	100%
Dependent	\$2,000	0%	100%

Amounts will be reduced by 50% at age 70.

Although the City expects to continue the insurance programs as outlined above, the City reserves the right to change or discontinue all or any part of these plans and programs at any time.

## **FLEXIBLE SPENDING REIMBURSEMENT ACCOUNT**

The City provides a program that allows employees to use before-tax salary dollars to pay for certain health and dependent care expenses. Each year during open enrollment, employees must decide how much money to set aside for the upcoming year. The money is automatically deducted from each paycheck before federal, state and medicare taxes are taken out. As employees pay out-of-pocket bills for health and/or dependent care during the year, they submit a claim requesting a reimbursement. The employee is then reimbursed with tax-free dollars.

## **RETIREMENT PLANS**

All classified and general management employees are required to participate in the Utah State Retirement System. All employees may participate in the City's Alternate 401(k) Retirement Plan.

For the Fiscal Year beginning July 1, 2013 the City shall make the following contributions to employees' retirement DC and/or DB plans:

<b>Retirement System or Retirement Plan (DC)</b>	<b>Public Employees, Contributory</b>	<b>Public Employees, Non Contributory</b>	<b>Public Safety, Contributory with 4% COLA</b>	<b>Public Safety, Noncontributory with 4% COLA</b>	<b>Firefighters</b>
<b>Tier I- Employed prior to July 1, 2011</b>					
Utah Retirement Systems DB	19.28%	17.29%	37.99%	37.45%	21.17%

Orem City 401(k) DC	0%	.61%	0%	0%	0%
<b>TOTAL</b>	<b>19.28%</b>	<b>17.90%</b>	<b>37.99%</b>	<b>37.45%</b>	<b>21.17%</b>
<b>Tier II– Employed on or after July 1, 2011</b>					
Hybrid Option – to URS DB	17.34%	15.58%	26.47%	26.47%	12.11%
Orem City 401(k) DC	.56%	2.32%	0%	0%	5.79%
<b>TOTAL</b>	<b>17.90%</b>	<b>17.90%</b>	<b>26.47%</b>	<b>26.47%</b>	<b>17.90%</b>
Defined Contribution Option – to URS DC	17.34%	15.58%	26.47%	26.47%	12.11%
Orem City 401(k) DC	.56%	2.32%	0%	0%	5.79%
<b>TOTAL</b>	<b>17.90%</b>	<b>17.90%</b>	<b>26.47%</b>	<b>26.47%</b>	<b>17.90%</b>

All Executive Management Employees have the option of participating in the Utah State Retirement system or the alternate plan, in accordance with State law and regulations as follows:

	State	Alternate (401k)	Total
<u>OPTION A</u>			
Contributory	19.28%	0%	19.28%
Noncontributory	17.29%	.61%	17.90%

OPTION B

<u>Alternate</u>	17.90%
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Division Managers may, under limited circumstances, opt out of the Utah Retirement system. Permission to do so can only be granted by the City Manager on a case-by-case basis. Qualifying circumstances will typically be limited to a situation where the Division Manager would not qualify for a URS pension benefit, typically due to the employee's age and number of years needed to work in order to vest in the URS.

**DEFERRED COMPENSATION**

As part of the Social Security Replacement Program, employees may choose to participate in the City's Optional Matching Deferred Compensation Plan. Employees may elect to contribute, in 1/2 percent increments, a percentage of their gross pay to the Optional Deferred Compensation Plan.

The City will match the employee's contribution with an equal amount not to exceed the percentage indicated below:

General Management and Classified Employees

Employees hired prior to April 1, 1986	5.5%
Employees hired after March 31, 1986	4.0%

Executive Management Employees

Employees hired prior to April 1, 1986	7.5%
Employees hired after March 31, 1986	6.0%

## INDEMNIFICATION

Subject to the requirements of federal, state or local law, the City shall indemnify all City employees for any claim for alleged personal legal liability arising out of any act or omission by any employee during the performance of duties, within the scope of employment, or under color of authority.

The employee shall be responsible to comply with all legal requirements concerning notice to the City, cooperation in the defense of the claim, as well as all other requirements. Failure of the employee to meet all such requirements may result in the City's refusal to defend or indemnify the employee.

## SALARY POLICY

Salary ranges are subject to change at any time. The following pay grades and ranges are effective July 1, 2013 and are established in accordance with the City's compensation philosophy and policies:

Pay Grade	ANNUAL			MONTHLY			HOURLY		
	Minimum	Mid-Point	Maximum	Minimum	Mid-Point	Maximum	Minimum	Mid-Point	Maximum
CM	\$100,492	\$125,615	\$150,738	\$8,374	\$10,468	\$12,568	Exempt		
20	\$94,122	\$117,653	\$141,184	\$7,844	\$9,804	\$11,765	Exempt		
19	\$85,642	\$107,053	\$128,464	\$7,137	\$8,921	\$10,705	Exempt		
18	\$79,282	\$99,103	\$118,924	\$6,607	\$8,259	\$9,910	Exempt		
17	\$75,042	\$93,803	\$112,564	\$6,254	\$7,817	\$9,380	Exempt		
16	\$72,646	\$90,807	\$108,968	\$6,054	\$7,567	\$9,081	Exempt		
15	\$66,290	\$82,862	\$99,434	\$5,524	\$6,902	\$8,286	Exempt		
14	\$59,934	\$74,917	\$89,900	\$4,994	\$6,243	\$7,492	Exempt		
13	\$51,163	\$63,954	\$76,745	\$4,264	\$5,330	\$6,395	\$24.60	\$30.75	\$36.90
12	\$45,782	\$57,228	\$68,674	\$3,815	\$4,769	\$5,723	\$22.01	\$27.51	\$33.02
11	\$43,046	\$53,808	\$64,570	\$3,587	\$4,484	\$5,381	\$20.70	\$25.87	\$31.04
10	\$39,854	\$49,818	\$59,782	\$3,321	\$4,152	\$4,982	\$19.16	\$23.95	\$28.74
9	\$36,502	\$45,628	\$54,753	\$3,042	\$3,802	\$4,563	\$17.55	\$21.94	\$26.32
8	\$32,322	\$40,402	\$48,482	\$2,693	\$3,367	\$4,040	\$15.54	\$19.42	\$23.31
7	\$28,686	\$35,858	\$43,040	\$2,391	\$2,988	\$3,586	\$13.79	\$17.24	\$20.69
6	\$25,687	\$32,109	\$38,531	\$2,141	\$2,676	\$3,211	\$12.35	\$15.44	\$18.52
5	\$22,961	\$28,701	\$34,441	\$1,913	\$2,392	\$2,870	\$11.04	\$13.80	\$16.56
4	\$21,325	\$26,656	\$31,988	\$1,777	\$2,221	\$2,666	\$10.25	\$12.82	\$15.38

EXECUTIVE POSITIONS	PAY GRADE	EXECUTIVE POSITIONS	PAY GRADE
Director - Administrative Services	19	Director - Library	17
Assistant City Manager	20	Director - Public Safety	19
City Attorney	19	Director - Public Works	19
City Manager	CM	Director - Recreation	18
Director - Development Services	19		
EXEMPT POSITIONS	PAY GRADE	EXEMPT POSITIONS	PAY GRADE
Accounting Division Manager	14	Neighborhood Organization Spec	10
Assistant City Attorney	15	Parks Section Manager	13

Building Safety Div Manager	14	Planning Division Manager	14
Economic Development Div Mgr	15	Planner	13
City Engineer	16	Police Lieutenant	14
City Recorder	12	PS Computer Programmer Analyst	12
City Surveyor	12	Prosecutor	15
Comm N'hood Srvc Div Mgr	12	Public Safety Division Manager	16
Computer Programmer Analyst	12	Recreation Manager - Programs	14
Deputy City Attorney	16	Recreation Manager - Facilities	14
Emergency Manager	12	Risk Manager	12
Engineering Section Manager	14		
Fire Battalion Chief	14	Senior Computer Programmer/Analyst	13
Fire Marshall	14	Senior Engineer	13
Human Resources Div Manager	15	Staff Engineer	12
Information Systems Engineer	13	Streets Section Manager	14
Information Technology Div Mgr	16	Transportation Eng Section Mgr	14
Information Technology Sect Mgr	14	Treasury Division Manager	14
Justice Court Administrator	14	Librarian	13
Library Division Manager	14	Water Reclamation Section Mgr	14
Maintenance Division Manager	16	Water Section Manager	14
Water Resources Div Manager	16		
<b>NON-EXEMPT POSITIONS</b>	<b>PAY GRADE</b>	<b>NON-EXEMPT POSITIONS</b>	<b>PAY GRADE</b>
ACCOUNT CLERK	6	JUSTICE COURT CLERK	7
ACCOUNTANT	9	JUSTICE COURT LEAD CLERK	8
ADMINISTRATIVE ASSISTANT	9	JUSTICE COURT CHIEF CLERK	9
ADMINISTRATIVE SECRETARY	8	LEAD MECHANIC	9
ANIMAL CONTROL OFFICER	7	LIBRARY COMP NETWORK ADMIN	10
ASSISTANT LIBRARIAN	7	LIBRARY COMP SYS ANALYST	12
ASSOCIATE ENGINEER, DESIGN	10	MAINTENANCE WORKER	6
ASSOCIATE LIBRARIAN	9	PC COORDINATOR	9
ASSOCIATE PLANNER	10	PLANS EXAMINER	10
BUILDING INSPECTOR	10	PLANT OPERATOR	8
BUSINESS LICENSE SPECIALIST	8	POLICE SERGEANT	12
CEMETERY SEXTON	9	PRE-TREATMENT COORDINATOR	9
COMMUNITY SERVICES SPEC	6	PRE-TREATMENT INSPECTOR	8
CONSTRUCTION ENGINEER	12	PRIVATE DEVELOPMENT ENG	12
CONSTRUCTION TECHNICIAN	8	PUBLIC SAFETY OFFICER	10
CUSTODIAN	4	PUBLIC WORKS FIELD SUPV	11
DEPUTY CITY RECORDER	8	PUBLIC WORKS TECHNICIAN	7
DEVELOPMENT SERVICES TECH	7	PUBLIC WORKS CREW LEADER	9
DISPATCH	7	PUBLIC WORKS PROGRAM SPEC	9
ENGINEERING/GIS SPECIALIST	10	PURCHASING AGENT	10
EVIDENCE TECHNICIAN	10	RECORDS OFFICE SUPERVISOR	7
EXECUTIVE ASSISTANT	8	RECREATION FAC MAINT SUPV	8
FIRE CAPTAIN	12	RECREATION PROGRAM COORD	9
FIRE ENGINEER	11	RECREATION SPECIALIST	7
FIRE PREVENTION SPECIALIST	9	RESIDENTIAL PLANS EXAMINER	8
FACILITY MAINT TECH – REC CTR	7	SECRETARY	6
FLEET MAINT SECTION MANAGER	13	SENIOR BUILDING INSPECTOR	11
FLEET MECHANIC	8	SENIOR PLANT OPERATOR	9
GIS PLANNER	12	STOREKEEPER	5
HORTICULTURE/URBAN FORESTER	10	STORM WATER PROJECT MGR	10
HOUSING REHABILITATION SPEC	7	STREET LIGHTS SPECIALIST	10
HUMAN RESOURCES SPECIALIST	8	TRAFFIC SIGN SPECIALIST	8
HUMAN RESOURCES TECH	7	TRAFFIC SIGNAL SPECIALIST	9
INSTRUMENTATION CONT SPEC	10	VICTIM ASSISTANCE COORD	9
INSTRUMENTATION CONT TECH	9	WATER RES UTILITY SPECIALIST	8
ITS ENGINEER	12	WATER RES UTILITY TECH	7
LEAD DISPATCH	8		

Individual pay shall be adjusted in accordance with the City's financial capability and salary plan. A few positions in grades 10 thru 13 are classified as exempt.

### 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.

### Hazard Pay

Upon approval of the City Manager, employees may be awarded additional pay while performing hazardous duties.

## **PART-TIME EMPLOYEES**

A part time employee provides less than full time service to the City. Part time employees shall be paid at the same hourly rate as the equivalent full time position according to the salary plan.

Employees hired on a part time basis shall be eligible for pro-rated benefits based on their regularly scheduled work hours.

## **VARIABLE-HOUR EMPLOYEES**

The City of Orem will hire variable-hour employees as needed throughout the city. A variable-hour employee may or may not work a regular schedule and is not reasonably expected to work an average of at least 30 hours per week during a calendar year, based on the facts and circumstances on the employee's date of hire. Variable-hour employees work a maximum of 1,500 hours in a calendar year.

## **SEASONAL EMPLOYEES**

The City of Orem will hire seasonal employees as needed throughout the city. A seasonal employee performs labor at certain seasons or periods of the year and which, from its nature, may not be continuous or carried on throughout the year. Seasonal employees work a maximum of 1,500 hours in a calendar year.

## **EMPLOYEE RECOGNITION PROGRAM**

All employees of the City of Orem will be appropriately recognized and rewarded for their year of service, meritorious performance, and supportive attitude according to established City policy.

## **COST SAVINGS INCENTIVES**

The City Council shall consider the adoption of an Employee Awards Program that provides financial remuneration for cost-saving suggestions and ideas that are implemented by the City.

**CITY OF OREM**  
**ADOPTED BUDGET**  
**FISCAL YEAR 2013-2014**

**EXHIBIT “D”**

**(Fiscal Year 2012-2013 Budget Amendments)**

**EXHIBIT "D"**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**REVENUES**

<u>Account Number</u>	<u>Note</u>	<u>Description</u>	<u>Previous Budget</u>	<u>Current Budget</u>
GENERAL FUND				
10-3110	5	Property Taxes - Current	\$ 6,369,557.00	\$ 4,625,557.00
10-3312-002	1	CERT Program / Citizen Corps Grant	-	1,000.00
10-3316	1	Library - CLEF Grant	8,000.00	19,960.00
10-3316-001	1	Library - Utah Arts Council (Onstage Utah)	-	2,000.00
10-3316-002	1	Library - Western Arts Federation Grant	-	2,600.00
10-3316-003	1	Parks - Walmart Donation - EVAP	-	5,000.00
10-3316-006	1	Library - Book Festival Partner Grant - UHC	-	5,000.00
10-3316-013	1	Library - What's New in YA Literature-DHA Grant	-	500.00
10-3317	1	Historic Preservation Grant	-	1,500.00
10-3318-001	1	LEPC Grant	-	79,009.70
10-3318-004	1	EMS Dispatch Grant	-	805.00
10-3318-005-001	1	JAG Grant - FY 2013	214,235.00	350,000.00
10-3318-005-003	1	HIDTA Grant - Calendar Yr 2013	-	181,240.00
10-3318-021	1	Youth Alcohol Program Grant - YADEF	-	6,200.00
10-3318-023	1	SAFG Grant - FY 2013	-	2,500.00
10-3318-024	1	Internet Crimes Against Children Grant	-	7,000.00
10-3424-004	1	MCTF - Forfeitures Revenues - State	-	8,500.00
10-3424-004-001	1	MCTF - Forfeitures Revenues - Federal	-	65,200.00
10-3424-005	1	MCTF - Restitution Revenues	-	1,500.00
10-3424-009	1	MCTF - Evidence Revenues	-	27,500.00
10-3429		Fees - Police Services - Races	-	1,173.12
10-3476		Lakeside Concessions - Sales	12,500.00	16,500.00
10-3477		Fees - Co-sponsored Groups Participant Fees	-	4,000.00
10-3480-006		Fees - Youth Volleyball	-	1,000.00
10-3480-016		Fees - Youth Wrestling	-	500.00
10-3480-019		Fees - Youth Lacrosse	1,000.00	8,700.00
10-3651-004		Library - Visiting Artists Merchandise Sales	-	240.00
10-3690		Miscellaneous Revenues	20,000.00	180,150.00
10-3690-003		Misc Revenues - PS Donations	-	45,688.00
10-3690-005		Misc Revenues - PS Vending Machine	-	500.00
10-3690-006	1	Misc Revenues - PS Fed Forfeitures Funds	-	3,257.60
10-3690-010		Misc Revenues - NOVA Donations	-	8,446.02
10-3698		Library - Donations	-	2,829.81
10-3995-012		Cont. From - Fund 21 - Admin	-	18,261.08
10-3995-013		Cont. From - Fund 73 - Orem Foundation Trust	-	18,200.00
10-3997-008		App. Surp - Sub for Santa	-	3,000.00
10-3997-018	5	App. Surp - Operations	902,660.00	2,209,660.00
Total			<u>\$ 7,527,952.00</u>	<u>\$ 7,914,677.33</u>
Net Fund Increase				<u>\$ 386,725.33</u>
ROAD SPECIAL REVENUE FUND				
20-3997-008	6	App. Surp - Road Improvement Projects	\$ -	\$ 600,000.00
Total			<u>\$ -</u>	<u>\$ 600,000.00</u>
Net Fund Increase				<u>\$ 600,000.00</u>
CARE TAX SPECIAL REVENUE FUND				
21-3997-001	2	App. Surp - CARE Tax Grants	\$ -	\$ 371,459.08
Net Fund Increase				<u>\$ 371,459.08</u>
TELECOMMUNICATIONS BILLING SPECIAL REVENUE FUND				
22-3413		Fees - Fiber Optic Billing	\$ -	\$ 3,000.00
22-3610		Interest Earnings	-	47,000.00
Total			<u>\$ -</u>	<u>\$ 50,000.00</u>
Net Fund Increase				<u>\$ 50,000.00</u>

**EXHIBIT "D"**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**REVENUES**

<u>Account Number</u>	<u>Note</u>	<u>Description</u>	<u>Previous Budget</u>	<u>Current Budget</u>
<b>DEBT SERVICE FUND</b>				
30-3997-003		App. Surp - Midtown Village SID Bond Call	\$ -	\$ 74,787.49
30-3997-004	3	App. Surp - UTOPIA	-	1,867,415.00
30-3997-005	4	App. Surp - Self-Insurance Fund Workers Comp.	-	200,000.00
Total			<u>\$ -</u>	<u>\$ 2,142,202.49</u>
Net Fund Increase				<u>\$ 2,142,202.49</u>
<b>CAPITAL IMPROVEMENT PROJECT FUND</b>				
45-3995-001	7	Cont. From - Fund 10 - CIP	\$ -	\$ 530,000.00
Total			<u>\$ -</u>	<u>\$ 530,000.00</u>
Net Fund Increase				<u>\$ 530,000.00</u>
<b>WATER FUND</b>				
51-3611		Water Bond Premiums - Amortization	\$ -	\$ 11,096.32
51-3690		Misc. Revenues - Vineyard Water Pymnts	-	194,171.90
51-3997-010	8	App. Surp - CIP Water Improvements	-	2,004,342.00
Total			<u>\$ -</u>	<u>\$ 2,209,610.22</u>
Net Fund Increase				<u>\$ 2,209,610.22</u>
<b>WATER RECLAMATION FUND</b>				
52-3640		Equipment Sale - Case 590SL Backhoe Loader	\$ -	\$ 26,750.00
Total			<u>\$ -</u>	<u>\$ 26,750.00</u>
Net Fund Increase				<u>\$ 26,750.00</u>
<b>RECREATION FUND</b>				
56-3472		Passes - Fitness Center	\$ 700,000.00	\$ 750,000.00
56-3997-006		App. Surp - Swim Teams	-	4,500.00
Total			<u>\$ 700,000.00</u>	<u>\$ 754,500.00</u>
Net Fund Increase				<u>\$ 54,500.00</u>
<b>SELF-INSURANCE FUND</b>				
63-3995-001	4	Cont. From - Fund 30 - Workers Comp Reserves	\$ -	\$ 200,000.00
Total			<u>\$ -</u>	<u>\$ 200,000.00</u>
Net Fund Increase				<u>\$ 200,000.00</u>
<b>FRIENDS OF THE LIBRARY FUND</b>				
72-3995-001		Cont. From - Fund 73 - Orem Foundation	\$ -	\$ 1,000.00
72-3997-004		App. Surp - Operations	-	55,000.00
Total			<u>\$ -</u>	<u>\$ 56,000.00</u>
Net Fund Increase				<u>\$ 56,000.00</u>
<b>OREM FOUNDATION TRUST FUND</b>				
73-3910-003		Donations - Orem Library	\$ 250.00	\$ 6,450.00
73-3910-004		Donations - Orem City	-	12,000.00
73-3910-006		Donations - Donald Davis Film Project	-	1,000.00
Total			<u>\$ 250.00</u>	<u>\$ 19,450.00</u>
Net Fund Increase				<u>\$ 19,200.00</u>
<b>COMMUNITY &amp; NEIGHBORHOOD SERVICE FUND</b>				
74-3622		CDBG - Revolving Loan Funds	\$ 75,000.00	\$ 135,000.00
Net Fund Increase				<u>\$ 60,000.00</u>

**EXHIBIT "D"**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**REVENUES**

<u>Account Number</u>	<u>Note</u>	<u>Description</u>	<u>Previous Budget</u>	<u>Current Budget</u>
		SPECIAL ASSESSMENTS FUND		
80-3995-001		Cont. From - Fund 10 - Assessments	\$ -	\$ 160,000.00
Total			<u>\$ -</u>	<u>\$ 160,000.00</u>
Net Fund Increase				<u>\$ 160,000.00</u>
Total City Funds			<u>\$ 8,303,202.00</u>	<u>\$ 15,169,649.12</u>
Net City Funds Increase				<u>\$ 6,866,447.12</u>

**EXHIBIT "D"**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**EXPENDITURES**

<u>Account Number</u>	<u>Note</u>	<u>Description</u>	<u>Previous Budget</u>	<u>Current Budget</u>
GENERAL FUND				
Advisory Boards & Commissions				
10-4020-600-021	1	Supplies - CLG Grant	\$ 2,420.04	\$ 3,920.04
Neighborhoods in Action				
10-4113-280	5	Telephone & Communications	1,000.00	8.66
10-4113-600-001	5	Newsletter	29,000.00	991.34
Information Technology				
10-4540-623-005	5	Computer Upgrades	177,014.43	12,014.43
Justice Court				
10-4570-130	5	Salaries & Wages - Temporary	36,342.00	23,342.00
10-4570-250	5	Equipment - Supplies & Maintenance	38,000.00	32,000.00
Prosecution				
10-5020-310	5	Professional & Technical Services - Indigent	75,000.00	65,000.00
Planning				
10-6020-110	5	Salaries & Wages - Permanent	234,305.00	225,305.00
10-6020-220	5	Ordinances, Public Notices, & Printing	5,000.00	-
Emergency Management				
10-6512-480-004	1	Special Dept. Supplies - CERT/Citizen Corps Grant	-	1,000.00
Patrol Services				
10-6520-140		Overtime	118,270.00	118,766.32
10-6520-230-001	1	Employee Development - FY 2013 SAFG Grant	-	500.00
10-6520-250-006	1	Equipment - FY 2013 SAFG Grant	-	2,000.00
10-6520-450-003		Special Dept. Supplies - K-9	2,000.00	5,000.00
10-6520-741-020		K-9 - Explosive Detection	-	20,688.00
10-6520-791-001	5	Patrol Car Radar Units	10,000.00	-
10-6520-792-003		Patrol Car Replacement - #2054	-	22,000.00
Investigation Services				
10-6530-140	1	Overtime - Youth Alcohol YADEF Grant	50,000.00	56,541.44
10-6530-230-008	1	Emp. Dev. - ICAC Grant	-	4,000.00
10-6530-250-007	1	Equipment - Youth Alcohol YADEF Grant	-	200.00
10-6530-250-008	1	Equipment - ICAC Grant	-	3,000.00
10-6530-450-006	1	Public Safety Supplies - Fed Forfeiture Funds	-	3,257.60
Major Crimes Task Force				
10-6531-140-001	1	Overtime - JAG Grant	50,576.00	122,682.00
10-6531-140-003	1	Overtime - HIDTA - Jan-June	-	45,000.00
10-6531-140-005	1	Overtime - Restitution	-	1,500.00
10-6531-230		Employee Development	5,000.00	17,500.00
10-6531-230-001	1	Employee Development - JAG Grant	20,583.00	45,000.00
10-6531-230-003	1	Employee Development - HIDTA - Jan-June	-	3,000.00
10-6531-230-004	1	Employee Development - Forfeitures	-	3,500.00
10-6531-250-004	1	Equipment - Supplies & Maint - Forfeitures	252.02	15,452.02
10-6531-260-003	1	Bldg & Grnds Oper & Maint - HIDTA	-	57,240.00
10-6531-270		Utilities	10,000.00	13,000.00
10-6531-280		Telephone & Communications	43,579.93	53,579.93
10-6531-280-004	1	Telephone - Forfeitures	-	12,500.00
10-6531-600-001	1	C.I. Funds - JAG Grant	83,058.00	105,000.00
10-6531-600-003	1	C.I. Funds - HIDTA	-	55,000.00
10-6531-600-004	1	C.I. Funds - Forfeitures	1,590.00	8,590.00
10-6531-623-003	1	Vehicle Lease - HIDTA	-	21,000.00
10-6531-743		Equipment	-	2,000.00
10-6531-743-001	1	Equipment - JAG Grant	-	17,300.00
10-6531-743-004	1	Equipment - Forfeitures	-	35,500.00

**EXHIBIT "D"**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**EXPENDITURES**

<u>Account Number</u>	<u>Note</u>	<u>Description</u>	<u>Previous Budget</u>	<u>Current Budget</u>
GENERAL FUND (continued)				
Fire & Medical Services				
10-6540-140	1	Overtime - LEPC/SHSP Grant	130,283.00	133,338.51
10-6540-250-004	1	Equipment - Sensors - LEPC Grant	-	954.19
10-6540-791-001	5	Equipment - SCBA Replacement	100,000.00	-
10-6540-791-003	1	Spectrometer & Hazmat Monitor - LEPC Grant	-	75,000.00
Support Services				
10-6550-140		Overtime	11,671.00	11,806.36
10-6550-480		Special Dept. Supplies - PS Vending Machines	-	500.00
Communications				
10-6551-450-001	1	Public Safety Supplies - EMS Dispatch Grant	4,000.00	4,805.00
Community Education				
10-6554-250		Equipment - NOVA Program	7,750.00	16,196.02
Public Works Administration				
10-7510-130	5	Salaries & Wages - Temporary	2,799.00	1,299.00
Parks				
10-7547-130	5	Salaries & Wages - Temporary	497,914.00	454,914.00
10-7547-600-001		Misc. Expenses - Walmart Donation - EVAP	-	5,000.00
Urban Forestry & Horticulture				
10-7549-480-002		Special Dept. Supplies - Trees	3,650.00	3,800.00
Water Meter Reading				
10-7578-130	5	Salaries & Wages - Temporary	84,904.00	69,404.00
Recreation / Outdoor Programs				
10-8010-480-001		Special Dept. Supplies - Co-Sponsored Groups	-	4,000.00
10-8100-130	5	Salaries & Wages - Temporary	67,277.00	57,277.00
10-8100-480-001		Lakeside Concessions - Product	5,000.00	9,000.00
10-8106-310		Youth Volleyball - Prof. & Tech. Services	-	550.00
10-8106-480		Youth Volleyball - Equipment & Supplies	-	450.00
10-8116-480		Youth Wrestling - Equipment & Supplies	-	500.00
10-8119-130		Youth Lacrosse - Salaries - Temporary	-	390.00
10-8119-150		Youth Lacrosse - Fringe Benefits	-	50.00
10-8119-310		Youth Lacrosse - Prof. & Tech. Services	-	500.00
10-8119-480		Youth Lacrosse - Program Supplies	-	5,860.00
10-8119-480-032		Youth Lacrosse - Affiliation Fees	-	900.00
Library Administration				
10-8510-130	5	Salaries & Wages - Temporary	\$ 42,239.00	\$ 22,239.00
10-8510-250		Equipment - Supplies & Maintenance	7,490.00	8,490.00
10-8510-250-002	1	Equipment - CLEF Grant	8,000.00	19,960.00
10-8510-310-001	1	Prof. & Technical Services - UAC Grant	-	2,000.00
10-8510-310-002	1	Prof. & Technical Services - Westaf Grants	-	2,600.00
10-8510-600-002	1	Misc. - Book Festival Partner Grant - UHC	-	5,000.00
Access Services				
10-8520-240		Supplies	2,300.00	2,350.71
10-8520-310		Professional & Technical Services	2,320.00	2,909.76
10-8520-310-001		Prof. & Technical Services - Utah Discovery	12,450.00	18,650.00
10-8520-480		Special Department Supplies	13,400.00	14,138.13
10-8520-600-013	1	Misc. - What's New in YA Literature - DHA Grant	-	500.00
Reference & Collections Services				
10-8530-310		Professional & Technical Services	180.00	761.26
10-8530-480		Special Department Supplies	3,950.00	4,059.95
Non-Departmental Expenditures				
10-9910-600-004		Sub for Santa	-	3,000.00
10-9910-600-011		Economic Development	-	12,000.00
10-9910-920-017		Cont. To - Fund 80 - Special Assessments	-	160,000.00
10-9910-999-003		Contingency - Budget Shortfall	-	18,261.08
Total			<u>\$ 2,000,567.42</u>	<u>\$ 2,387,292.75</u>
Net Fund Increase			<u>\$ 386,725.33</u>	<u>\$ 386,725.33</u>

**EXHIBIT "D"**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**EXPENDITURES**

<u>Account Number</u>	<u>Note</u>	<u>Description</u>	<u>Previous Budget</u>	<u>Current Budget</u>
<b>ROAD SPECIAL REVENUE FUND</b>				
20-7546-731-104	6	Street Overlay / Reconstruction Projects	\$ 619,507.68	\$ 1,219,507.68
Total			<u>\$ 619,507.68</u>	<u>\$ 1,219,507.68</u>
Net Fund Increase				<u>\$ 600,000.00</u>
<b>CARE TAX SPECIAL REVENUE FUND</b>				
21-8514-600-101	2	Care Grant - Major - Scera	\$ 410,000.00	\$ 610,000.00
21-8514-600-102	2	Care Grant - Major - Hale Center Theater	302,510.00	455,708.00
21-8514-920-002	2	Cont. To - Fund 10 - Administration	-	18,261.08
Total			<u>\$ 712,510.00</u>	<u>\$ 1,083,969.08</u>
Net Fund Increase				<u>\$ 371,459.08</u>
<b>TELECOMMUNICATIONS BILLING SPECIAL REVENUE FUND</b>				
22-4529-310		Professional & Technical Services	\$ -	\$ 50,000.00
Total			<u>\$ -</u>	<u>\$ 50,000.00</u>
Net Fund Increase				<u>\$ 50,000.00</u>
<b>DEBT SERVICE FUND</b>				
30-4521-810-023		Principal - Midtown Village SID Bonds	\$ 144,000.00	\$ 217,000.00
30-4521-820-023		Interest - Midtown Village SID Bonds	152,816.00	154,603.49
30-4521-920-001	4	Cont. To - Fund 63 - Workers Comp. Reserves	-	200,000.00
30-4521-999	3	UTOPIA Contingency - Pledge Payments	2,808,000.00	4,675,415.00
Total			<u>\$ 3,104,816.00</u>	<u>\$ 5,247,018.49</u>
Net Fund Increase				<u>\$ 2,142,202.49</u>
<b>CAPITAL IMPROVEMENT PROJECT FUND</b>				
45-6034-731-236	7	Infrastructure Improvements - Econ. Development	\$ -	\$ 530,000.00
Total			<u>\$ -</u>	<u>\$ 530,000.00</u>
Net Fund Increase				<u>\$ 530,000.00</u>
<b>WATER FUND</b>				
51-7571-619-007		Vineyard Water Pymt to MWDO (New Conn.)	\$ 36,985.00	\$ 231,156.90
51-7573-733-228	8	Alta Ditch Pipeline Replacement Project	-	2,004,342.00
51-7574-600-001		Water Bond Issuance Costs - Amortization	-	11,096.32
Total			<u>\$ 36,985.00</u>	<u>\$ 2,246,595.22</u>
Net Fund Increase				<u>\$ 2,209,610.22</u>
<b>WATER RECLAMATION FUND</b>				
52-7582-623		Equipment - Lease/Rent	\$ 30,000.00	\$ 56,750.00
Total			<u>\$ 30,000.00</u>	<u>\$ 56,750.00</u>
Net Fund Increase				<u>\$ 26,750.00</u>
<b>RECREATION FUND</b>				
56-8022-260		Building & Grounds Operations & Maintenance	\$ 46,000.00	\$ 96,000.00
56-8022-731-300		Improvements - Swim Teams	3,000.00	7,500.00
Total			<u>\$ 49,000.00</u>	<u>\$ 103,500.00</u>
Net Fund Increase				<u>\$ 54,500.00</u>
<b>SELF-INSURANCE FUND</b>				
63-4560-560-003	4	Claims - Workers Compensation	\$ 195,000.00	\$ 395,000.00
Total			<u>\$ 195,000.00</u>	<u>\$ 395,000.00</u>
Net Fund Increase				<u>\$ 200,000.00</u>

**EXHIBIT "D"**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**EXPENDITURES**

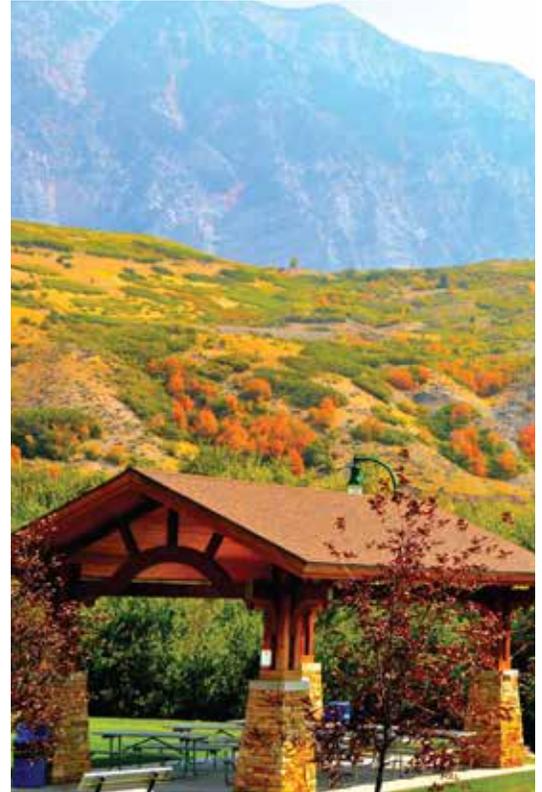
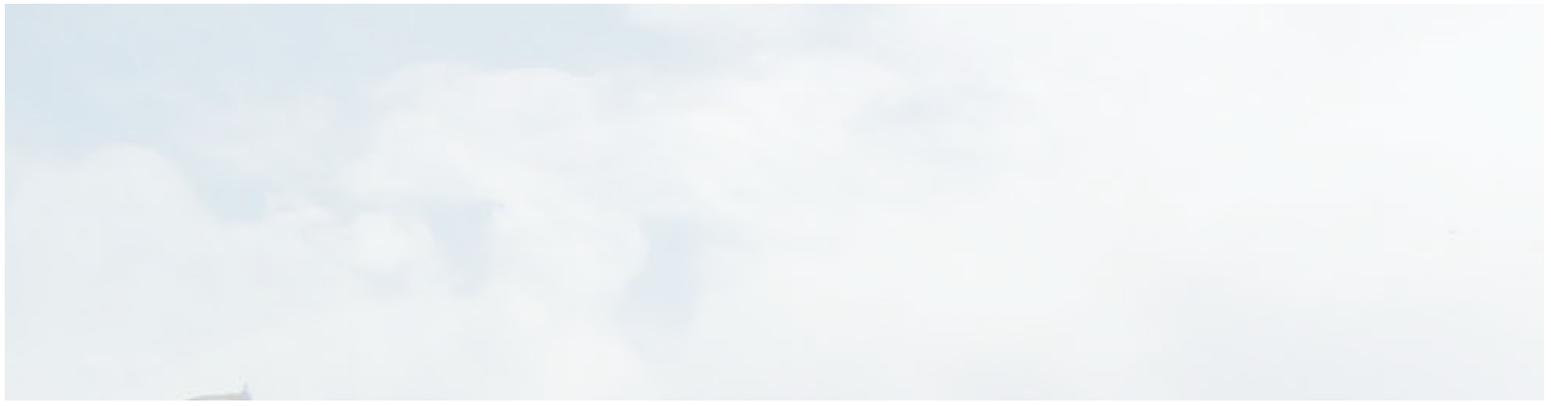
<u>Account Number</u>	<u>Note</u>	<u>Description</u>	<u>Previous Budget</u>	<u>Current Budget</u>
FRIENDS OF THE LIBRARY FUND				
72-8598-220-002		Ordinances, Public Notices, & Printing	\$ 20,000.00	\$ 29,000.00
72-8598-310-002		Professional & Technical Services	71,384.33	109,384.33
72-8598-310-005		Prof. & Tech. Services - D. Davis Film Project	-	1,000.00
72-8598-480-002		Special Dept. Supplies - Merchandise for Resale	10,000.00	12,000.00
72-8598-600-002		Miscellaneous Expenses	-	1,000.00
72-8598-612-002		Timp Storytelling Festival Expenses	17,500.00	22,500.00
Total			<u>\$ 118,884.33</u>	<u>\$ 174,884.33</u>
Net Fund Increase				<u>\$ 56,000.00</u>
OREM FOUNDATION TRUST FUND				
73-8591-920-001		Cont. To - Fund 72 - Friends of Library	\$ 6,000.00	\$ 7,000.00
73-8591-920-002		Cont. To - Fund 10 - Orem Library	250.00	6,450.00
73-8591-920-004		Cont. To - Fund 10 - Orem City	-	12,000.00
Total			<u>\$ 6,250.00</u>	<u>\$ 25,450.00</u>
Net Fund Increase				<u>\$ 19,200.00</u>
COMMUNITY & NEIGHBORHOOD SERVICE FUND				
74-4140-570-002		Economic Development - CDBG RLF	\$ 42,500.00	\$ 102,500.00
Net Fund Increase				<u>\$ 60,000.00</u>
SPECIAL ASSESSMENTS FUND				
80-9810-270-160		Utilities	\$ 90,000.00	\$ 250,000.00
Total			<u>\$ 90,000.00</u>	<u>\$ 250,000.00</u>
Net Fund Increase				<u>\$ 160,000.00</u>
Total City Funds			<u>\$ 7,006,020.43</u>	<u>\$ 13,872,467.55</u>
Net City Funds Increase				<u>\$ 6,866,447.12</u>

**EXHIBIT “D”**  
**BUDGET AMENDMENTS**  
**FISCAL YEAR 2012-2013**

**NOTES**

Exhibit “D” contains the adjustments to the Fiscal Year 2012-2013 City of Orem Budget that have been necessitated throughout the fiscal year. Many of the adjustments are immaterial and/or are technical corrections that any organization of this size would expect to encounter during an operating year. However, the following notes describe the more unusual or extraordinary items. Please contact Brandon Nelson, Accounting Division Manager, at 801-229-7010, if you have any questions or concerns.

- 1) The City receives grant monies during the year to aid many different operations such as Public Safety (Major Crimes Task Force Grants) and Library Services (Utah Arts Council). The funds are received from Federal, State, and other governmental (or private) entities. These entries represent the adjustments necessary to adjust the appropriate budgets.
- 2) During the year, CARE Tax reserve funds were primarily appropriated to account for funds earmarked for special purposes, e.g. purchases of recreational and other properties and construction of a civic auditorium.
- 3) During the year, it became apparent that General Fund reserves would be required to meet the City’s pledge under agreements with UTOPIA. This amendment appropriates General Fund reserves, transfers the reserves to the Debt Service Fund, and authorizes their use.
- 4) In the prior fiscal year, a City firefighter suffered an extensive brain injury while on duty. While additional funds were added in the prior year, this claim continues to have significant costs associated with it and additional funds were needed in the current fiscal year to fund the Self-Insurance Fund’s Workers Compensation expenditure account.
- 5) After the budget process had been completed and approved by the City Council, a citizen referendum regarding the approved property tax increase was initiated. The referendum obtained the required number of voter signatures which forced the property tax increase to a general election vote in November of 2013. Thus, the increase in property tax revenues the City needed to operate had to be removed and surplus funds had to be appropriated.
- 6) A road reconstruction project at 800 East and 2000 North is scheduled to begin emergency work on June 1, 2013. In order to get this project started, funding needs to be put in place and surplus funds need to be appropriated.
- 7) Funds need to be transferred to the Capital Improvement Projects Fund from the General Fund to fund various equipment purchases and improvement projects needed throughout the City.
- 8) The Water Fund needs to appropriate surplus funds in order to begin work on the Alta Ditch Pipeline Replacement Project.



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