



# CITY OF OREM

Adopted Budget 2015 - 2016

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**TABLE OF CONTENTS**

**EXHIBIT "A"**

Budget Message .....	1
Overview .....	9
General Fund .....	21
Road Fund .....	71
CARE Tax Fund .....	75
Debt Service Fund .....	79
Capital Improvement Projects Fund .....	83
Water Fund .....	89
Water Reclamation Fund .....	97
Storm Sewer Fund .....	105
Recreation Fund .....	113
Solid Waste Fund .....	119
Fleet Maintenance Fund .....	123
Purchasing & Warehousing Fund .....	127
Self-Insurance Fund .....	131
Information Technology Fund .....	135
Timpanogos Storytelling Festival Fund .....	139
Community & Neighborhood Services Fund .....	143
Senior Citizens Fund .....	147
Telecommunications Billing Fund .....	151
Orem Foundation Trust Fund .....	155
Capital Improvements Summary .....	159

**EXHIBIT "B"**

Fees and Charges .....	1 to 28
------------------------	---------

**EXHIBIT "C"**

Elected Official Compensation Program.....	1 to 8
Employee Compensation Program .....	1 to 22



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**BUDGET  
MESSAGE**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**This page has been intentionally left blank.**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**



May 26, 2015

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

It is a pleasure to present the Fiscal Year (FY) 2015-2016 Adopted Budget to you. The following is an overview of the adopted budget. Additional information about this document is available from Richard Manning, Administrative Services Director, who has oversight for the preparation of this document.

The budget is the financial plan for the 2015-2016 fiscal year. It represents the financial guidance necessary to prudently implement the goals and plans of the Mayor and City Council. The budget is built with a conservative “mind set” of underestimating revenues and overestimating expenses. All revenue collections and expenditures are monitored throughout the year by management and administrative controls. Safeguards have been developed to monitor, authorize, and analyze expenditures. These processes and safeguards allow staff the ability to amend the budget quickly, thereby minimizing the impact of any unanticipated changes in the economy.

**BUDGET MESSAGE**

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

The good news with this FY 2015-2016 Adopted Budget is that the economy is strong and continues to grow. The State of Utah and Utah County are still being recognized for strong business climates. The unemployment rate in Orem is 3.2% compared to 4.1% at this time last year. The City's sales tax growth is steady. City sales tax receipts have shown an increase for the fifth consecutive year with current sales tax receipts up 3.8% over the same period in 2014.

Not only has unemployment decreased in the nation generally—and Utah Valley in particular—but also, wage growth in the region has been strong. The year-over-year growth in wages in Utah was 2.4% (3<sup>rd</sup> Qtr 2013 to 3<sup>rd</sup> Qtr 2014). Job growth in Utah is up 4.0% compared to one year ago. Construction in Orem has increased markedly over the past two years as well. Significant investments are being made to the University Mall campus with new office buildings and residential housing. This project is currently under construction. There are also several other large residential apartment complexes under construction.

## **CITY OF OREM ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

### **BUDGET POLICIES**

State law requires the City to enact a balanced budget and this Adopted Budget has revenue and expenditure levels that are conservative and reflective of the Mayor and City Council's adopted "Budget Guiding Principles".

### **BUDGET GUIDING PRINCIPLES**

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

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

The Mayor and City Council have also provided the following "Areas of Focus" for budget preparation:

- Enhanced communications with the community
- Employee development (compensation and training)
- UTOPIA
- Maintain city facilities
- Develop a State Street plan
- Utility master planning
- Financial sustainability
- Economic development
- Harmony



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

With these principles and areas of focus in mind, the City is poised to take advantage of the strengthening economy to build a stronger, more resilient City. This will be accomplished through the guidance of the utility master plans, economic development master plan, and General Fund sustainability study. Each plan uniquely charts a conscientious and conservative path forward for the City.

**EXPENDITURE HIGHLIGHTS**

**Organizational Changes**

The Information Technology Section (IT) has been moved from the General Fund to its own Internal Service Fund. This organizational change highlights the importance of technology to the City's long-term success. Each fund directly supports the IT fund through contributions based on the equipment utilized by each fund. For example the General Fund contributes \$1,655,782 to the IT Fund. The IT Fund's total budget is \$2,178,000.

The Assistant City Manager now has direct supervisory responsibility for the following departments: Administrative Services, Recreation, and the Library. These departments were previously under the City Manager's direct supervision.

The supervision of bailiffs for the Orem City Justice Court has been transferred to the Police Department from Administrative Services. This change will maximize training opportunities.

**Personnel**

One of the Mayor and City Council's areas of focus is employee development. This budget addresses this through implementing findings of a compensation study conducted in FY 2015. The budget contains a one percent (1%) increase to align compensation for various positions with the marketplace. An additional three percent (3%) increase has been built into the budget as part of the City's performance-based compensation program. The intent of the merit program is to reward personnel for strong work performance and to cultivate an organizational culture that expects and delivers excellence.

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

- One (1) Police Officer.
- One (1) Fire Inspector.
- One (1) Building Inspector.
- One (1) non-benefitted Construction Inspector during peak times.
- Reclassify a current PC Coordinator from part-time to full-time.
- Hire an in-house custodial staff consisting of two full-time positions and eight flex/temporary positions.
- Reclassify an Assistant City Attorney to a Deputy City Attorney.
- Change the supervision of dispatch from a Police Sergeant to a Police Lieutenant.

In anticipation of health insurance premium increases, a ten percent (10%) insurance contingency has also been factored into this budget. As of January 2015, the City only offers a high deductible health plan (HDHP) and health savings account (HSA) to the City's benefitted workforce. It is anticipated that this new change will temper health insurance premium increases and assist the City in managing its healthcare costs.

## **CITY OF OREM ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

### **Operations**

The operational portion of the budget is substantially the same in FY 2015-2016 when compared to FY 2014-2015. Minor changes typically result from increases in the cost of service delivery. However, the following significant additions to the budget are recommended:

- In-house custodial staff which allows custodial staff to be on site and available while the City Center is open.
- Non-centralized 311 or “one-stop shop” software to enhance customer service and facilitate answering commonly asked questions.
- IT “help desk” and asset management software
- Crime analytics software to speed the analysis of crime data.
- New integrated library software (ILS) necessary to sustain and enhance the Orem Public Library’s catalog and collection services.

### **Capital**

A key component of the Mayor and City Council’s “Areas of Focus” is the maintenance of city facilities. Capital funding provided through the budgeting process is the financial tool to achieve this goal to appropriately maintain the assets of the City. In March 2015, the Mayor and City Council approved funding an ongoing capital program through transferring General Fund reserves in excess of fifteen percent (15%) of expenditures to the Capital Projects Fund. This FY 2015-2016 Adopted Budget is the first budget in the past five fiscal years to contain a significant investment in capital. The following identifies key capital items recommended in this FY 2015-2016 Adopted Budget document:

- General Fund fleet replacement - \$760,000 plus an additional allocation of \$150,000 for the future replacement of Fire Department apparatus.
- Enterprise Fund vehicle and equipment replacement - \$1,386,000.
- Computer hardware and software - \$224,400. Included are resources to maintain and replace city desktops, laptops, printers, etc.
- Computer network upgrades - \$106,800.
- General Fund facility improvements and various equipment items - \$282,000.
- Street maintenance of various types primarily in the northeast area of the city - \$1,295,686.
- Street vehicles and equipment - \$315,000.
- Waterline replacement at 400 West from Center Street to 800 South - \$500,000.
- Wastewater line rehabilitation and various system upgrades - \$444,650.
- Storm sewer system upgrade on 400 North from 250 East to Main Street - \$151,000

### **REVENUE HIGHLIGHTS**

No tax increases are requested in this Fiscal Year 2015-2016 budget, although a few specific service fee 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 (see Exhibit “B”).

Water rates will increase by \$0.25 per month for 3/4" meters and a proportional amount for larger meters. The revenue generated from this increase will be used to meet the increasing allocation of the Jordanelle water assessment.

In the General Fund, sales tax receipts are anticipated to be \$19.1 million. This increase is based on the strengthening local economy. For FY 2014-2015, sales taxes are expected to reach between \$18.5 million and \$18.7 million.



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

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

The City provides fire services for the neighboring Town of Vineyard. The town is experiencing significant growth. The agreement between the City of Orem and the Town of Vineyard is based on the number of living units in Vineyard. This revenue source is budgeted to increase to over \$240,000 from \$165,000.

The City is reinstating a non-resident fee for cemetery lots. The resident rate is \$1,200 and the non-resident rate will be \$1,500. This increase is designed, in part, to discourage non-residents from using the Orem Cemetery for price considerations.

Solid waste fees for all solid waste services are increasing \$0.15 per month to cover increased hauling and disposal costs.

Park pavilion rental rates are recommended to be reduced for specified parks and times (see the fees and charges section of this budget document – Exhibit “B”). Increases in the “phase two” group recreation fees are also recommended in this budget. These increases are primarily for team sports. Admission fees for the fitness center are proposed to increase for general admissions. This is the first increase in seven (7) years.

**SUMMARY**

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

Additional information is available in the remainder of this Fiscal Year 2015-2016 Adopted Budget document. Please feel free to call me or Richard Manning, Administrative Services Director, if you have any questions.

Respectfully submitted,

James P. Davidson  
City Manager

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**This page has been intentionally left blank.**



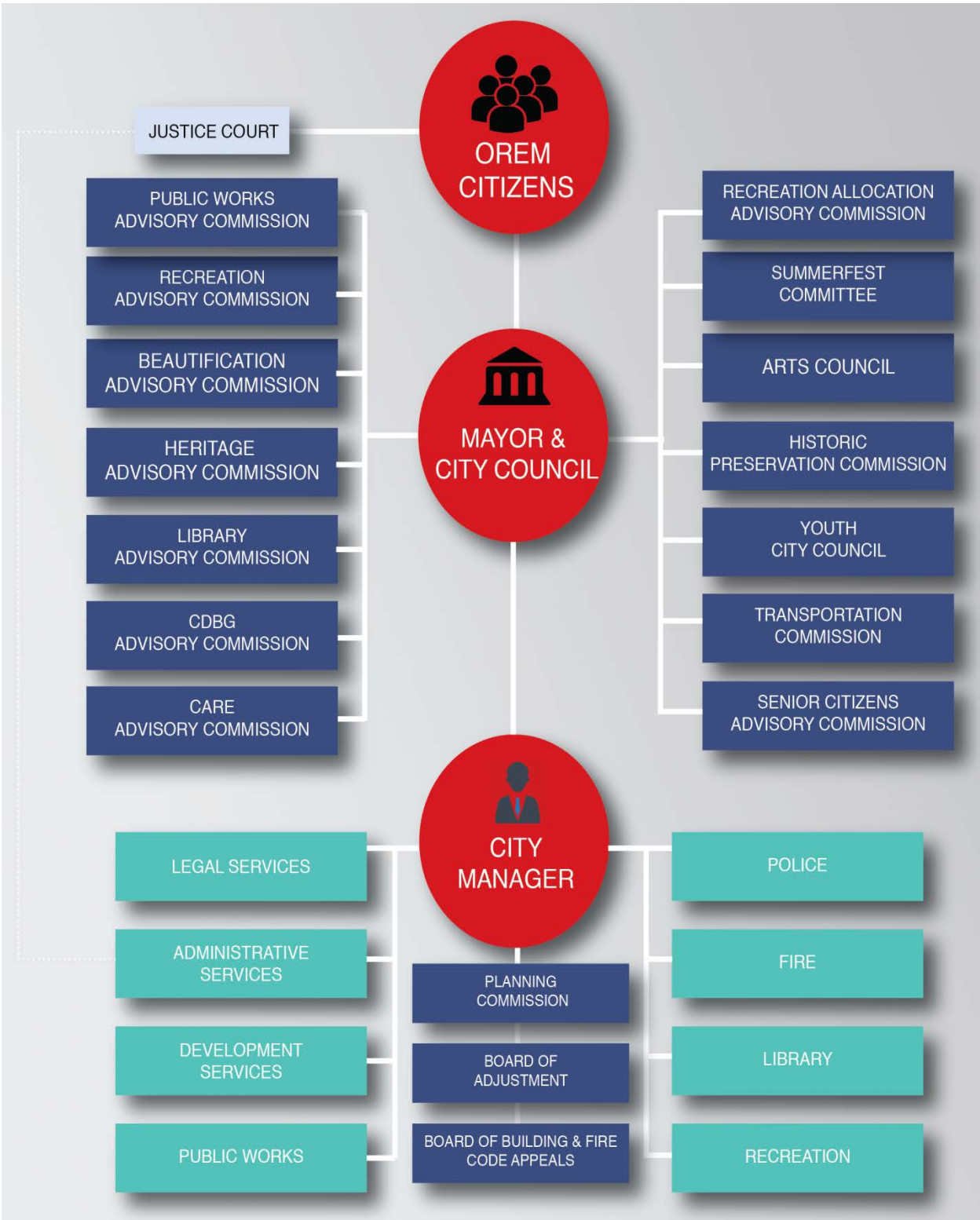
**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

# **OVERVIEW**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CITY OF OREM  
REVENUES SUMMARY  
FY 2015-2016**

<b>FUND</b>	<b>REVENUES</b>	<b>INTERFUND TRANS FERS IN</b>	<b>APPROPRIATION OF SURPLUS</b>	<b>TOTAL REVENUES &amp; SURPLUS</b>
General	\$ 45,636,780	\$ 5,298,137	\$ 100,000	\$ 51,034,917
Road	2,545,000	-	-	2,545,000
CARE Tax	1,850,000	-	-	1,850,000
Debt Service	2,273,250	4,983,064	-	7,256,314
Capital Improvement Projects	260,000	-	-	260,000
Water	11,569,000	899,440	-	12,468,440
Water Reclamation	7,070,500	10,000	-	7,080,500
Storm Sewer	3,010,500	100,000	-	3,110,500
Recreation	1,619,750	175,000	175,000	1,969,750
Solid Waste	3,406,000	-	-	3,406,000
Fleet Maintenance	-	640,000	-	640,000
Purchasing & Warehousing	-	310,000	50,000	360,000
Self-Insurance	-	1,725,000	-	1,725,000
Information Technology	-	2,178,000	-	2,178,000
Timpanogos Storytelling Festival	279,000	10,000	-	289,000
Community & Neighborhood Services	767,820	50,168	-	817,988
Senior Citizens	51,250	-	-	51,250
Telecommunications Billing	60,000	-	-	60,000
Orem Foundation Trust	10,000	-	-	10,000
<b>TOTALS</b>	<b>\$ 80,408,850</b>	<b>\$ 16,378,809</b>	<b>\$ 325,000</b>	<b>\$ 97,112,659</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, Fleet Maintenance, Self-Insurance, and Information Technology funds 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 \$97,112,659, only \$80,408,850 represents collections of new revenues.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

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

<b>FUND</b>	<b>ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2015</b>	<b>FISCAL YEAR 2015-2016 APPROPRIATION OF SURPLUS</b>	<b>ESTIMATED FUND BALANCE AVAILABLE * JUNE 30. 2016</b>	<b>OPERATIONAL GOAL **</b>
General	\$ 6,500,000	\$ (100,000)	\$ 6,400,000	\$ 6,845,517
Road	-	-	-	-
CARE Tax	-	-	-	-
Debt Service	-	-	-	-
Capital Improvement Projects	-	-	-	-
Water	4,500,000	-	4,500,000	2,800,000
Water Reclamation	2,900,000	-	2,900,000	2,400,000
Storm Sewer	2,300,000	-	2,300,000	500,000
Recreation	565,000	(175,000)	390,000	300,000
Solid Waste	375,000	-	375,000	50,000
Fleet Maintenance	100,000	-	100,000	50,000
Purchasing & Warehousing	105,000	(50,000)	55,000	25,000
Self-Insurance	1,175,000	-	1,175,000	1,000,000
Information Technology	-	-	-	100,000
Timpanogos Storytelling Festival	-	-	-	-
Orem Foundation Trust	-	-	-	-
Community & Neighborhood Services	-	-	-	-
Senior Citizens	-	-	-	-
Telecommunications Billing	-	-	-	-
<b>TOTALS</b>	<b>\$ 18,520,000</b>	<b>\$ (325,000)</b>	<b>\$ 18,195,000</b>	<b>\$ 14,070,517</b>

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

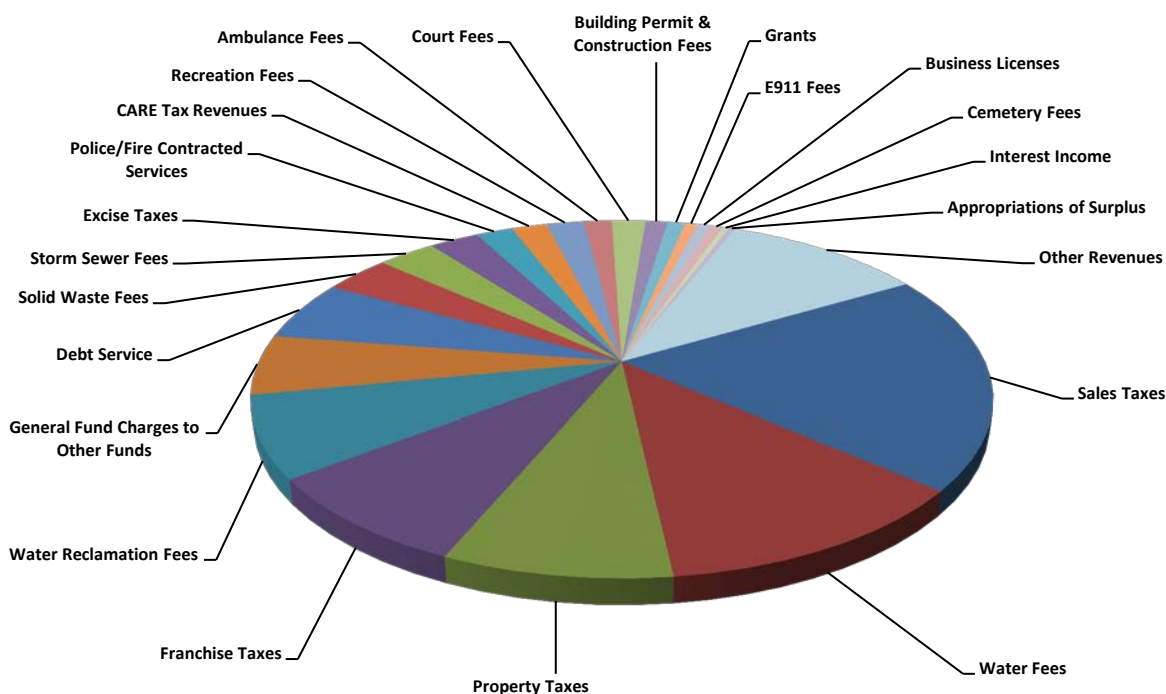
\*\* General Fund operational goal is based on 15% of net budgeted revenues or the actual balance of the reserve, whichever is lower. The operational goal for all other funds is based upon need.

# CITY OF OREM ADOPTED BUDGET

FISCAL YEAR 2015-2016

## CITY-WIDE MAJOR REVENUE SOURCES

REVENUE DESCRIPTION	AMOUNT	PERCENT
Sales Taxes	\$ 19,100,000	19.67%
Water Fees	11,518,000	11.86%
Franchise Taxes	8,050,000	8.29%
Property Taxes	7,997,418	8.24%
Water Reclamation Fees	7,055,500	7.27%
Debt Service	5,337,664	5.50%
General Fund Charges to Other Funds	5,298,137	5.46%
Solid Waste Fees	3,405,000	3.51%
Storm Sewer Fees	2,990,200	3.08%
Excise Taxes	2,540,000	2.62%
Recreation Fees	1,949,250	2.01%
Police/Fire Contracted Services	1,896,800	1.95%
CARE Tax Revenues	1,825,000	1.88%
Court Fees	1,754,000	1.81%
Ambulance Fees	1,445,000	1.49%
Building Permit & Construction Fees	1,137,500	1.17%
Grants	920,320	0.95%
Business Licenses	675,000	0.70%
E911 Fees	660,000	0.68%
Cemetery Fees	640,000	0.66%
Interest Income	326,250	0.34%
Appropriations of Surplus	325,000	0.33%
Other Revenues	10,266,620	10.57%
<b>TOTAL</b>	<b>\$ 97,112,659</b>	<b>100.00%</b>

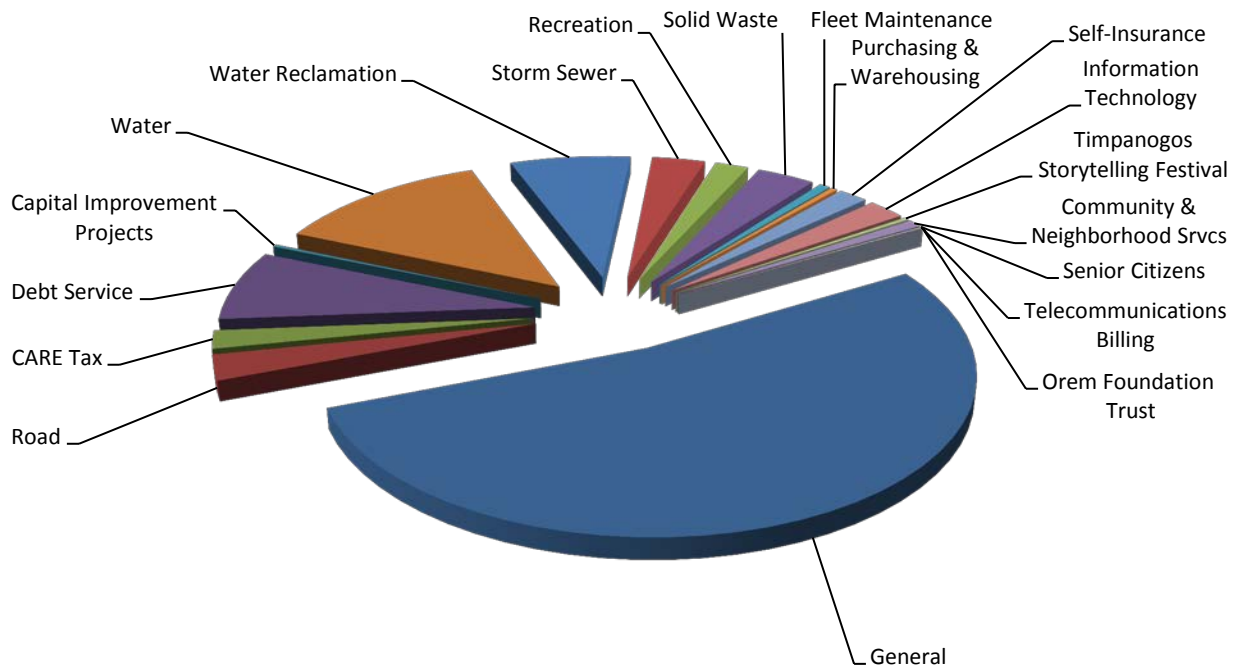


**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CITY-WIDE EXPENDITURES BY FUND**

<b>FUND</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>	<b>PERCENT</b>
General	\$ 31,954,344	\$ 17,888,573	\$ 1,192,000	\$ 51,034,917	52.6%
Road	24,676	909,638	1,610,686	2,545,000	2.6%
CARE Tax	-	1,850,000	-	1,850,000	1.9%
Debt Service	-	7,256,314	-	7,256,314	7.5%
Capital Improvement Projects	-	113,615	146,385	260,000	0.3%
Water	2,160,340	9,327,496	980,604	12,468,440	12.8%
Water Reclamation	2,076,951	3,862,899	1,140,650	7,080,500	7.3%
Storm Sewer	771,408	1,728,425	610,667	3,110,500	3.2%
Recreation	1,299,379	670,371	-	1,969,750	2.0%
Solid Waste	-	3,211,491	194,509	3,406,000	3.5%
Fleet Maintenance	383,804	256,196	-	640,000	0.7%
Purchasing & Warehousing	243,782	116,218	-	360,000	0.4%
Self-Insurance	69,718	1,655,282	-	1,725,000	1.8%
Information Technology	1,219,194	693,806	265,000	2,178,000	2.2%
Timpanogos Storytelling Festival	-	289,000	-	289,000	0.3%
Community & Neighborhood Services	99,503	678,485	40,000	817,988	0.8%
Senior Citizens	-	51,250	-	51,250	0.1%
Telecommunications Billing	-	60,000	-	60,000	0.1%
Orem Foundation Trust	-	10,000	-	10,000	0.0%
<b>CITY TOTALS</b>	<b>\$ 40,303,099</b>	<b>\$ 50,629,059</b>	<b>\$ 6,180,501</b>	<b>\$ 97,112,659</b>	<b>100.0%</b>
<b>CITY PERCENT</b>	<b>41.5%</b>	<b>52.1%</b>	<b>6.4%</b>	<b>100.0%</b>	





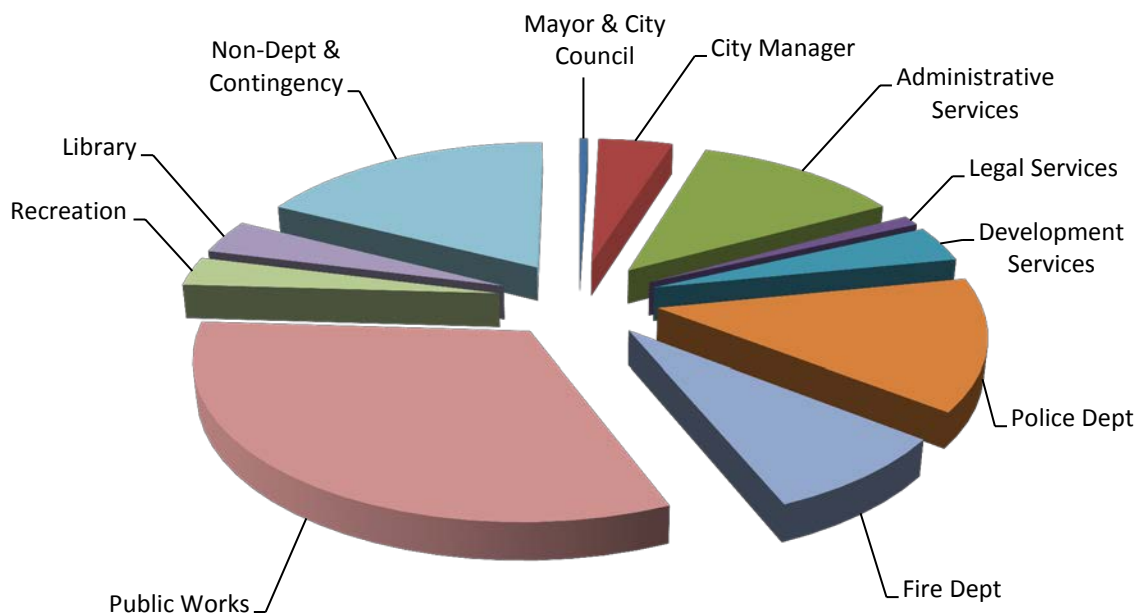
**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CITY-WIDE EXPENDITURES BY DEPARTMENT**

<b>DEPARTMENT</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>	<b>PERCENT</b>
Mayor and City Council	\$ 268,614	\$ 225,050	\$ -	\$ 493,664	0.5%
City Manager	2,239,371	1,711,141	305,000	4,255,512	4.4%
Administrative Services	2,000,931	9,850,087	-	11,851,018	12.2%
Legal Services	879,584	142,200	-	1,021,784	1.1%
Development Services	2,566,249	968,494	108,000	3,642,743	3.8%
Police Department	11,341,691	1,838,841	10,000	13,190,532	13.6%
Fire Department	6,980,105	1,026,251	50,000	8,056,356	8.3%
Public Works	9,087,818	17,592,290	4,543,992	31,224,100	32.2%
Recreation	1,982,054	918,614	-	2,900,668	3.0%
Library	2,562,482	824,620	59,000	3,446,102	3.5%
Non-Departmental *	394,200	15,531,471	1,104,509	17,030,180	17.5%
<b>CITY TOTALS</b>	<b>\$ 40,303,099</b>	<b>\$ 50,629,059</b>	<b>\$ 6,180,501</b>	<b>\$ 97,112,659</b>	<b>100.0%</b>
<b>CITY PERCENTS</b>	<b>41.5%</b>	<b>52.1%</b>	<b>6.4%</b>	<b>100.0%</b>	

\* Expenditures of the CARE Tax Fund (\$1,850,000) & Solid Waste Fund (\$3,406,000) are included within the Non-Departmental expenditures since there is no specific department related to their operations.



**CITY OF OREM  
ADOPTED BUDGET**

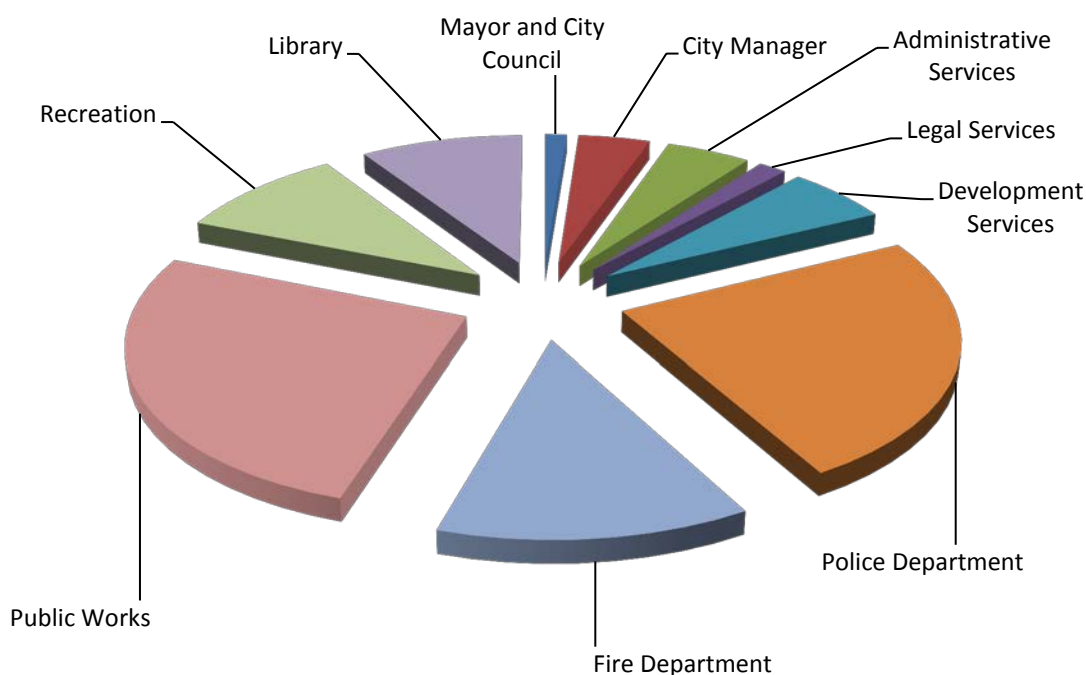
**FISCAL YEAR 2015-2016**

**CITY-WIDE STAFFING LIST BY DEPARTMENT**

<b>DEPARTMENT</b>	<b>FULL-TIME</b>	<b>PART-TIME</b>	<b>PART-TIME NON-BENEFITTED</b>	<b>TOTAL</b>	<b>PERCENT</b>
			<b>(FTE*)</b>		
Mayor and City Council **	-	7	-	7	1.3%
City Manager	21	-	2	23	4.1%
Administrative Services	23	2	2	27	4.8%
Legal Services	7	1	1	9	1.6%
Development Services	26	1	6	33	5.9%
Police Department	114	1	20	135	24.2%
Fire Department	70	-	1	71	12.7%
Public Works	102	1	44	147	26.3%
Recreation	11	-	43	54	9.7%
Library	23	10	19	52	9.3%
<b>CITY TOTALS</b>	<b>397</b>	<b>23</b>	<b>138</b>	<b>558</b>	<b>100.0%</b>
<b>CITY PERCENTS</b>	<b>71.1%</b>	<b>4.1%</b>	<b>24.7%</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.



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**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  $\frac{3}{4}$  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.

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

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**UTILITY FEES AND TAX RATE COMPARISONS – SELECTED UTAH CITIES**

**AVERAGE MONTHLY UTILITY FEES**

<u><b>WATER *</b></u>		<u><b>SEWER **</b></u>		<u><b>STORM SEWER</b></u>	
American Fork <sup>1</sup>	\$86.00	American Fork	\$48.15	Pleasant Grove	\$13.09
South Jordan <sup>1</sup>	\$82.24	Pleasant Grove	\$44.75	South Jordan	\$8.50
Ogden <sup>1</sup>	\$74.73	Lehi	\$43.00	Ogden	\$7.38
Sandy	\$66.71	Lindon	\$42.69	Spanish Fork	\$6.42
West Valley	\$65.60	Springville	\$29.61	American Fork	\$6.00
Pleasant Grove <sup>1</sup>	\$62.22	<b>AVERAGE CITY</b>	<b>\$28.41</b>	Sandy	\$6.00
West Jordan	\$58.77	Payson	\$27.20	<b>AVERAGE CITY</b>	<b>\$5.94</b>
<b>AVERAGE CITY</b>	<b>\$54.09</b>	West Jordan	\$26.88	Provo	\$5.56
Spanish Fork <sup>1</sup>	\$50.73	Spanish Fork	\$25.19	Payson	\$5.43
Lindon <sup>1</sup>	\$46.62	South Jordan	\$25.00	<b>OREM</b>	<b>\$5.25</b>
Payson <sup>1</sup>	\$39.92	<b>OREM</b>	<b>\$22.10</b>	Springville	\$5.04
Lehi <sup>1</sup>	\$39.36	Layton	\$20.45	Lindon	\$4.84
Layton	\$36.79	Provo	\$20.37	Layton	\$4.60
Springville	\$36.25	West Valley	\$18.00	West Jordan	\$4.02
Provo	\$34.99	Sandy	\$17.68	West Valley	\$4.00
<b>OREM</b>	<b>\$30.43</b>	Ogden	\$15.14	Lehi	\$3.00

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

<u><b>GARBAGE</b></u>		<u><b>PROPERTY TAX</b></u>		<u><b>FRANCHISE TAX ***</b></u>	
Ogden	\$19.07	West Valley	0.004381	American Fork	6.00%
West Valley	\$14.50	Ogden	0.003367	Layton	6.00%
Sandy	\$13.45	Provo	0.002775	Lehi	6.00%
West Jordan	\$12.23	American Fork	0.002540	Lindon	6.00%
Springville	\$12.00	West Jordan	0.002368	Ogden	6.00%
<b>AVERAGE CITY</b>	<b>\$11.77</b>	South Jordan	0.002210	<b>OREM</b>	<b>6.00%</b>
Pleasant Grove	\$11.14	Lehi	0.002172	Payson	6.00%
Provo	\$11.00	<b>AVERAGE CITY</b>	<b>0.002209</b>	Pleasant Grove	6.00%
Spanish Fork	\$10.87	Springville	0.002054	Provo	6.00%
Payson	\$10.86	Pleasant Grove	0.001997	Sandy	6.00%
Layton	\$10.70	Layton	0.001896	South Jordan	6.00%
<b>OREM <sup>2</sup></b>	<b>\$10.65</b>	Lindon	0.001862	Spanish Fork	6.00%
Lehi	\$10.50	<b>OREM</b>	<b>0.001716</b>	Springville	6.00%
American Fork	\$10.00	Sandy	0.001413	West Jordan	6.00%
Lindon	\$9.90	Payson	0.001268	West Valley	6.00%
South Jordan	\$9.70	Spanish Fork	0.001123	<b>AVERAGE CITY</b>	<b>6.00%</b>

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

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

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

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

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

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**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>	\$86.00	\$48.15	\$6.00	\$10.00	<b>\$150.15</b>	\$23.28	<b>\$173.43</b>
Pleasant Grove <sup>1</sup>	\$62.22	\$44.75	\$13.09	\$11.14	<b>\$131.20</b>	\$18.31	<b>\$149.51</b>
Ogden <sup>1</sup>	\$74.73	\$15.14	\$7.38	\$19.07	<b>\$116.32</b>	\$30.86	<b>\$147.18</b>
South Jordan <sup>1</sup>	\$82.24	\$25.00	\$8.50	\$9.70	<b>\$125.44</b>	\$20.26	<b>\$145.70</b>
West Valley	\$65.60	\$18.00	\$4.00	\$14.50	<b>\$102.10</b>	\$40.16	<b>\$142.26</b>
West Jordan	\$58.77	\$26.88	\$4.02	\$12.23	<b>\$101.90</b>	\$21.71	<b>\$123.61</b>
Lindon <sup>1</sup>	\$46.62	\$42.69	\$4.84	\$9.90	<b>\$104.05</b>	\$17.07	<b>\$121.12</b>
<b>AVERAGE CITY</b>	<b>\$54.09</b>	<b>\$28.41</b>	<b>\$5.94</b>	<b>\$11.77</b>	<b>\$100.21</b>	<b>\$20.25</b>	<b>\$120.46</b>
Sandy	\$66.71	\$17.68	\$6.00	\$13.45	<b>\$103.84</b>	\$12.95	<b>\$116.79</b>
Lehi <sup>1</sup>	\$39.36	\$43.00	\$3.00	\$10.50	<b>\$95.86</b>	\$19.91	<b>\$115.77</b>
Spanish Fork <sup>1</sup>	\$50.73	\$25.19	\$6.42	\$10.87	<b>\$93.21</b>	\$10.29	<b>\$103.50</b>
Springville	\$36.25	\$29.61	\$5.04	\$12.00	<b>\$82.90</b>	\$18.83	<b>\$101.73</b>
Provo	\$34.99	\$20.37	\$5.56	\$11.00	<b>\$71.92</b>	\$25.44	<b>\$97.36</b>
Payson <sup>1</sup>	\$39.92	\$27.20	\$5.43	\$10.86	<b>\$83.41</b>	\$11.62	<b>\$95.03</b>
Layton	\$36.79	\$20.45	\$4.60	\$10.70	<b>\$72.54</b>	\$17.38	<b>\$89.92</b>
<b>OREM <sup>2</sup></b>	<b>\$30.43</b>	<b>\$22.10</b>	<b>\$5.25</b>	<b>\$10.65</b>	<b>\$68.43</b>	<b>\$15.73</b>	<b>\$84.16</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 2015-2016

## 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, 2015</u>	<u>FISCAL YEAR 2015-2016 PAYMENTS</u>
<b><u>General Obligation Bonds</u></b>					
General Obligation Refunding Bonds, Series 2004	3.0% to 4.0%	2016-2017	\$ 3,975,000	\$ 905,000	\$ 471,150
General Obligation Refunding Bonds, Series 2009	2.75% to 5.0%	2018-2019	2,865,000	1,280,000	348,600
General Obligation Refunding Bonds, Series 2014	0.25% to 3.0%	2024-2025	9,645,000	9,645,000	1,096,900
			16,485,000	11,830,000	1,916,650
<b><u>Revenue Bonds</u></b>					
Canyon River Special Improvement District, Series 2001	5.00%	2015-2016	3,680,000	215,000	225,750
Water & Storm Sewer Revenue Bonds, Series 2005A	3.5% to 5.25%	2015-2016	17,390,000	805,000	821,100
Water Revenue Bonds, Series 2005B	1.48%	2025-2026	3,000,000	1,758,000	174,018
Sales Tax Revenue Refunding Bonds, Series 2007	3.8% to 5.0%	2022-2023	5,720,000	4,995,000	1,281,274
Water & Storm Sewer Revenue Bonds, Series 2008	3.25% to 5.25%	2028-2029	5,590,000	5,200,000	315,938
Franchise Tax Revenue Refunding Bonds, Series 2010	2.125% to 5.125%	2017-2018	4,375,000	1,750,000	683,031
Sewer Revenue (Taxable) Bonds, Series 2010	0.00%	2031-2032	11,889,000	10,107,000	594,000
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	940,000	847,850
Water & Storm Sewer Rev Refunding Bonds, Series 2013	2.18%	2025-2026	12,801,000	12,544,000	534,582
			66,360,000	38,314,000	5,477,543
<b><u>Lease / Purchase Obligations</u></b>					
Fire Engine Acquisition Lease/Purchase - 2012	2.225%	2018-2019	525,147	291,000	90,008
Server Acquisition Lease/Purchase - Model 720 - 2013	1.78% to 3.16%	2016-2017	26,454	12,694	9,098
Server Acquisition Lease/Purchase - Model 814 - 2014	1.72% to 3.11%	2017-2018	64,113	50,229	22,104
			615,714	353,923	121,210
<b><u>Other</u></b>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	165,092	33,615
Section 108 Housing & Urban Development Loan - 2006	Variable	2025-2026	1,320,000	880,000	104,625
			1,711,000	1,045,092	138,240
<b>Grant Total - All Indebtedness</b>			<b>\$ 85,171,714</b>	<b>\$ 51,543,015</b>	<b>\$ 7,653,643</b>

### TYPE & NAME OF INDEBTEDNESS

### PURPOSE OF BOND

#### **General Obligation Bonds**

General Obligation Refunding Bonds, Series 2004  
General Obligation Refunding Bonds, Series 2009  
General Obligation Refunding Bonds, Series 2014

Refunded 1997 General Obligation Road Construction Bonds.  
Refunded 1998 General Obligation Road Construction Bonds.  
Refunded 2005 & 2006 General Obligation Road Construction Bonds.

#### **Revenue Bonds**

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  
Franchise Tax Revenue Refunding Bonds, Series 2010  
  
Sewer Revenue (Taxable) Bonds, Series 2010  
Northgate Special Improvement District, Series 2010  
Water & Storm Sewer Rev Refunding Bonds, Series 2013

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.  
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.  
Partially refunded the 2005A Water & Storm Sewer Revenue Bonds.

#### **Lease / Purchase Obligations**

Fire Engine Acquisition Lease/Purchase - 2012  
Server Acquisition Lease/Purchase - Model 720 - 2013  
Server Acquisition Lease/Purchase - Model 814 - 2014

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

#### **Other**

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

Recreation property purchase.  
Economic development.



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**GENERAL  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**GENERAL FUND**

**OVERVIEW**

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

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

**GENERAL FUND REVENUES**

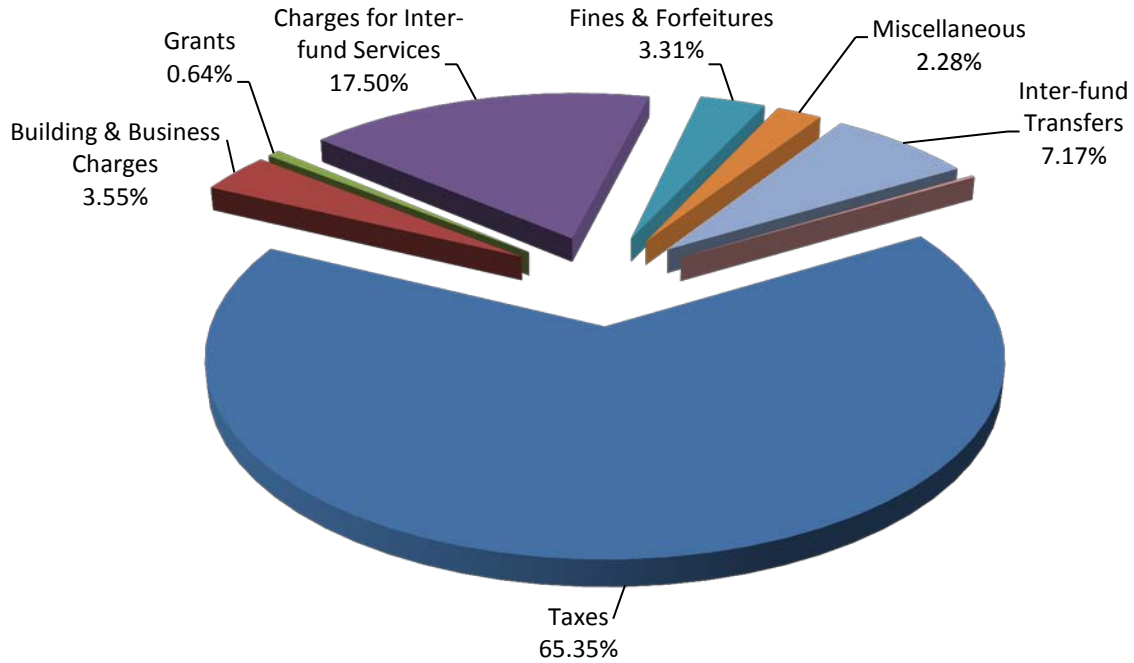
General Fund revenues consist primarily of sales tax (37%), property tax (12%), and franchise tax (16%) revenues. Charges for services are also a significant source of city revenues. General Fund revenues are divided into eight operating types:

<b>Primary Revenue Description</b>	<b>Amount</b>	<b>Percent of Total Revenues</b>
Taxes	\$ 33,348,768	65.35%
Building and Business Services Charges	1,812,500	3.55%
Federal, State and Other Grants	327,500	0.64%
Charges for Inter-fund Services (Administrative), Public Safety, Recreation, and Cemetery Services	8,931,749	17.50%
Fines and Forfeitures	1,691,000	3.31%
Miscellaneous (Interest, Library Charges, etc.)	1,163,532	2.28%
Inter-fund Transfers	3,659,868	7.17%
Appropriations of Surplus	100,000	0.20%
<b>Total</b>	<b>\$ 51,034,917</b>	<b>100.00%</b>

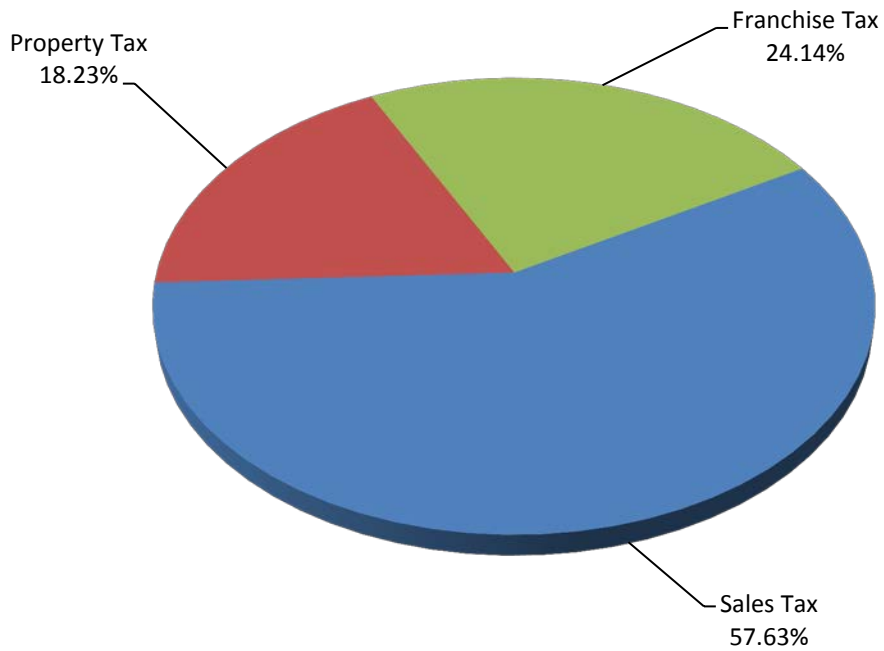
**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**GENERAL FUND REVENUES**



**GENERAL FUND TAXES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**GENERAL FUND REVENUES**

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<b><u>Taxes</u></b>				
Sales Taxes	\$ 17,233,172	\$ 18,007,572	\$ 18,500,246	\$ 19,100,000
Property Taxes	6,221,778	6,103,181	6,155,942	6,078,768
Franchise Taxes	7,816,920	7,956,780	8,050,000	8,050,000
Transient Room Taxes	110,510	119,237	105,000	120,000
	<u>31,382,380</u>	<u>32,186,770</u>	<u>32,811,188</u>	<u>33,348,768</u>
<b><u>Building &amp; Business Services Charges</u></b>				
Business Licenses & Permits	581,546	669,592	625,000	675,000
Building Permits & Other Related Fees	952,847	1,402,873	2,194,500	1,137,500
	<u>1,534,393</u>	<u>2,072,465</u>	<u>2,819,500</u>	<u>1,812,500</u>
<b><u>Federal, State and Other Grants</u></b>				
Grant - Library Development - CLEF	19,960	19,965	5,000	5,000
Grant - EMPG	17,500	17,500	17,500	17,500
Grant - LEPC	92,728	18,149	-	-
Grant - MCTF - JAG - SAFG/STFG	339,061	300,607	200,000	200,000
Grant - MCTF - HIDTA - July-Dec	57,275	54,532	-	-
Grant - MCTF - HIDTA - Jan-June	126,708	129,241	-	-
Grant - Victims of Crime Act (VOCA)	52,630	47,492	-	-
Grant - EMS	10,022	11,460	5,000	5,000
Grant - Municipal Recreation Grant	33,492	41,485	-	-
Mountainlands / Senior Citizens	14,633	12,165	12,000	12,000
Liquor Allotment	84,400	88,380	88,000	88,000
Grant - All Other Grants	92,491	106,744	-	-
	<u>940,900</u>	<u>847,720</u>	<u>327,500</u>	<u>327,500</u>
<b><u>Charges for Services</u></b>				
Administration Charge	3,359,138	3,476,254	2,894,668	2,469,342
Fees - Impact Fee Administration	49,342	82,475	45,000	100,000
Fees - Planning	75,700	120,275	65,000	75,000
Fees - Notices	-	-	-	900
Fees - Passport Program	75,887	82,141	70,600	69,100
Fees - Utility Billing	600,000	600,000	608,385	608,433
Fees - Traffic School & Police Reports	158,334	175,570	160,000	178,100
Fees - E911 Surcharge	652,092	654,271	650,000	660,000
Task Force Revenue - MCTF	263,271	366,290	150,000	186,574
Fees - Lindon & Vineyard Fire/Dispatch Services	1,460,288	1,460,288	1,628,500	1,703,500
Fees - Ambulance Services	1,408,457	1,458,150	1,385,000	1,445,000
Fees - Police Services - Other	192,030	194,414	174,000	193,300
Fees - Fire Services - Other	30,956	44,667	61,000	62,000
Fees - Justice Court	129,064	155,544	151,000	144,500
Fees - Recreation Programs	345,632	330,719	339,700	336,000
Fees - Cemetery	514,684	616,181	520,000	640,000
Fees - Utility Activation	53,624	56,754	55,000	60,000
	<u>9,368,499</u>	<u>9,873,993</u>	<u>8,957,853</u>	<u>8,931,749</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<b><u>Fines and Forfeitures</u></b>				
Fines - District Court	\$ 50,190	\$ 42,654	\$ 40,000	\$ 40,000
Fines - Alcohol	-	500	500	500
Fines - Nuisance Abatement	102	1,900	500	1,000
Fines - Parking Tickets	31,757	20,932	24,000	20,000
Fines - Library	69,215	58,207	65,000	60,000
Fines - Justice Court	1,093,881	1,247,458	1,397,500	1,569,500
	<u>1,245,145</u>	<u>1,371,651</u>	<u>1,527,500</u>	<u>1,691,000</u>
<b><u>Miscellaneous Revenues</u></b>				
Interest and Investment Earnings	104,055	141,440	232,500	157,500
Rental and Lease Revenues	727,998	726,091	674,719	706,032
Sale of Fixed Assets	14,410	92,857	20,000	25,000
Library Sales and Fees	242,398	253,234	197,250	217,000
Miscellaneous Revenues	454,094	68,821	35,500	58,000
Capital Lease Revenues	-	26,454	-	-
	<u>1,542,955</u>	<u>1,308,897</u>	<u>1,159,969</u>	<u>1,163,532</u>
<b><u>Inter-fund Transfers</u></b>				
Contributions from Other Funds	<u>2,565,915</u>	<u>3,138,441</u>	<u>3,510,475</u>	<u>3,659,868</u>
	2,565,915	3,138,441	3,510,475	3,659,868
<b><u>Appropriations of Surplus</u></b>				
App Surp - IT Operations	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
	-	-	-	100,000
<b>FUND TO TALS</b>	<b><u>\$ 48,580,187</u></b>	<b><u>\$ 50,799,937</u></b>	<b><u>\$ 51,113,985</u></b>	<b><u>\$ 51,034,917</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

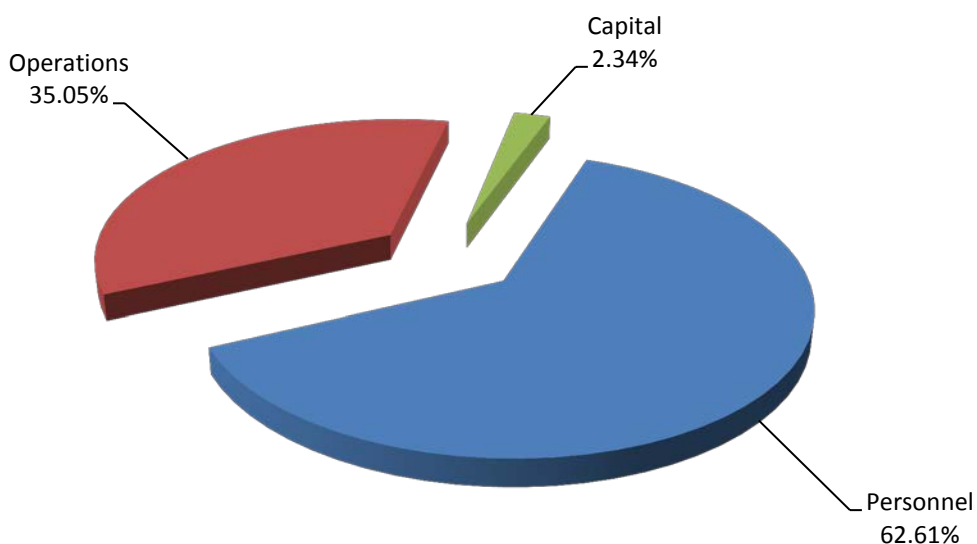
**GENERAL FUND EXPENDITURES**

The General Fund is the major operating fund of the City encompassing approximately 53% of all City expenditures. Of this total, approximately 63% of the operating costs are applied to salaries, wages and benefits. The General Fund includes the activities of the following operating departments:

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

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

**EXPENDITURES BY CATEGORY**



**TOTAL BUDGET = \$51,034,917**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**GENERAL FUND**

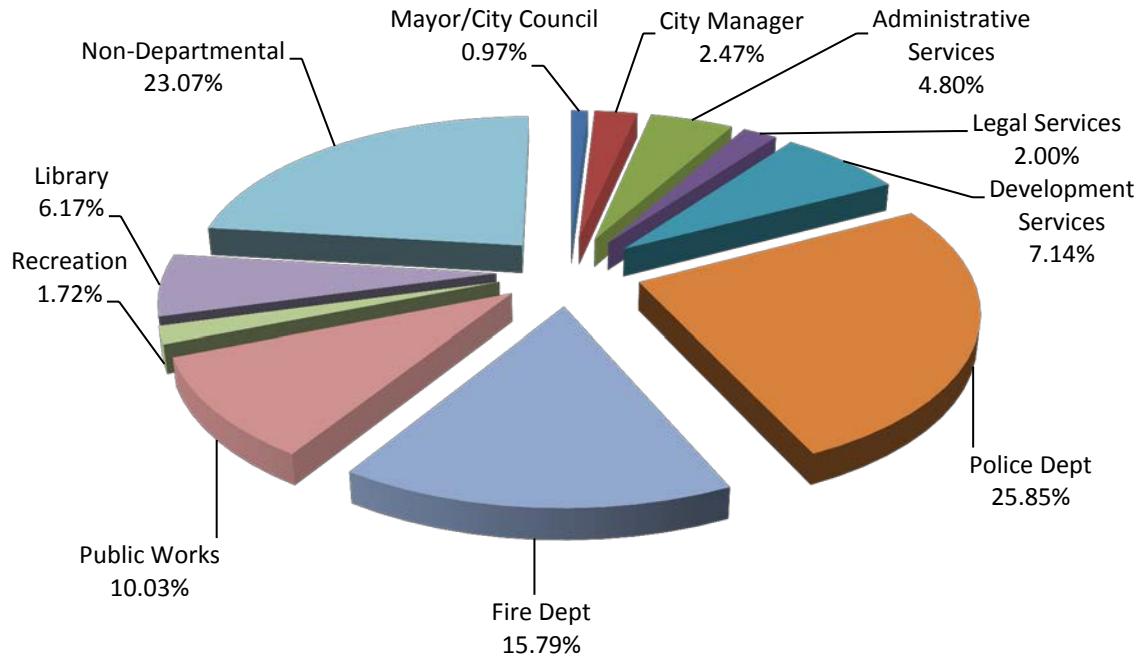
**BUDGET SUMMARY**

<b>DEPARTMENT</b>	<b># OF EMP. *</b>	<b>PERSONNEL</b>	<b>OPERATIONS</b>	<b>CAPITAL</b>	<b>TOTAL</b>
Mayor and City Council	7	\$ 268,614	\$ 225,050	\$ -	\$ 493,664
City Manager	8	920,674	338,850	-	1,259,524
Administrative Services	20	1,687,431	762,273	-	2,449,704
Legal Services	8	879,584	142,200	-	1,021,784
Development Services	27	2,566,249	968,494	108,000	3,642,743
Police Department	115	11,341,691	1,838,841	10,000	13,190,532
Fire Department	70	6,980,105	1,026,251	50,000	8,056,356
Public Works	37	3,670,639	1,394,021	55,000	5,119,660
Recreation	5	682,675	196,993	-	879,668
Library	33	2,562,482	525,620	59,000	3,147,102
Non-Departmental **	0	394,200	10,469,980	910,000	11,774,180
<b>TOTALS</b>	<b>330</b>	<b>\$ 31,954,344</b>	<b>\$ 17,888,573</b>	<b>\$ 1,192,000</b>	<b>\$ 51,034,917</b>

\* Number of benefitted employees

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

**EXPENDITURES BY DEPARTMENT**

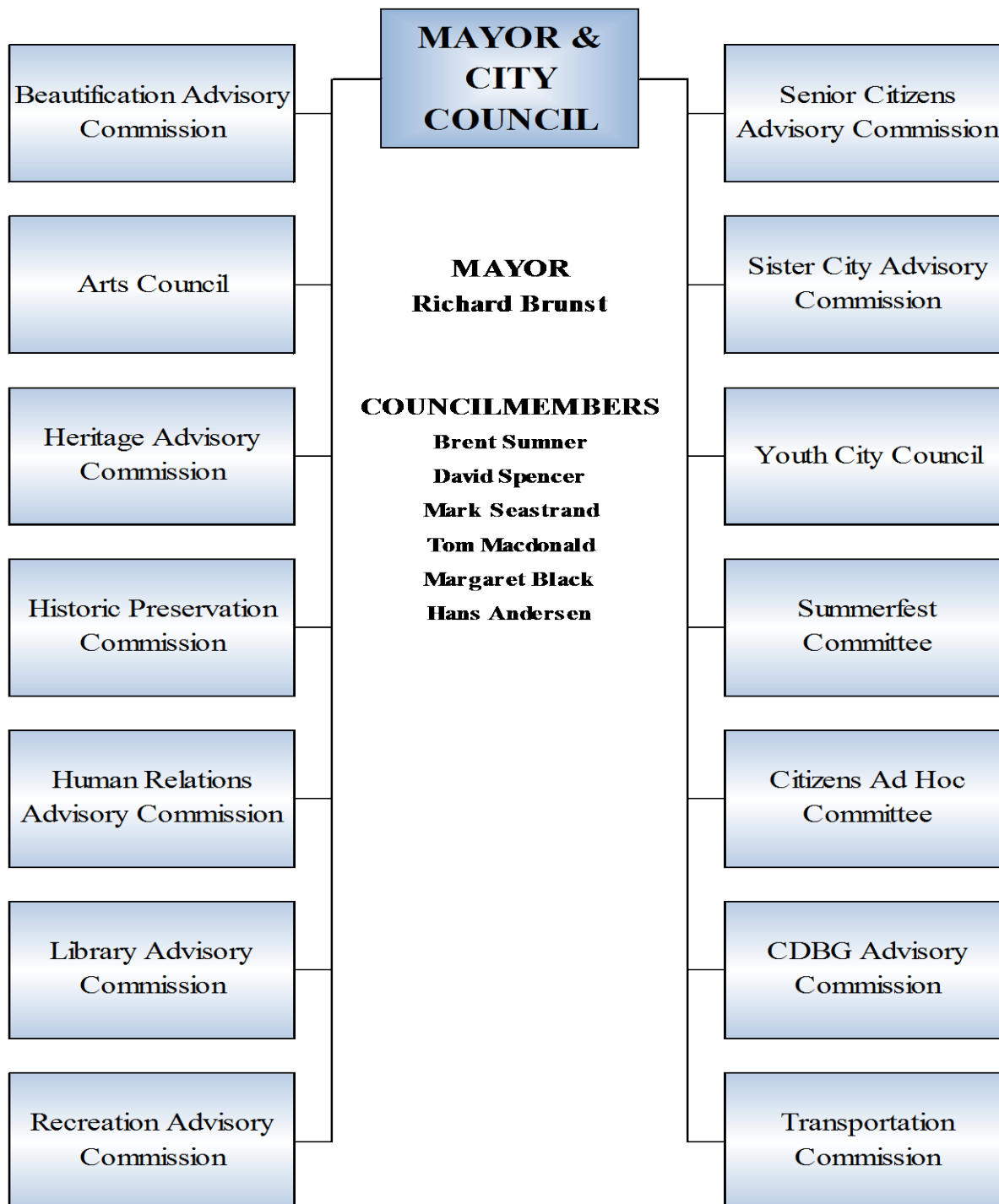




**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**MAYOR AND CITY COUNCIL**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**MAYOR AND CITY COUNCIL**

**OVERVIEW**

The Mayor and City Council, which consists of seven members, are elected at large and are non-partisan. They each serve staggered four-year terms on a part-time basis. They are elected to set policy for the City and to provide direction and leadership.

The Mayor and City Council department includes the following divisions:

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

**Challenges addressed in this budget:**

- Additional funds for the Arts Council to be used to secure grants (\$2,500).
- Increased funding to improve the Miss Orem float (\$12,000).
- Added funds for community promotion sponsorships (\$10,000).
- Increased funding for community events such as Lights On & Volunteer Appreciation (\$1,441).
- Increased funding for the City's Summerfest celebration (\$3,665).

**Challenges remaining:**

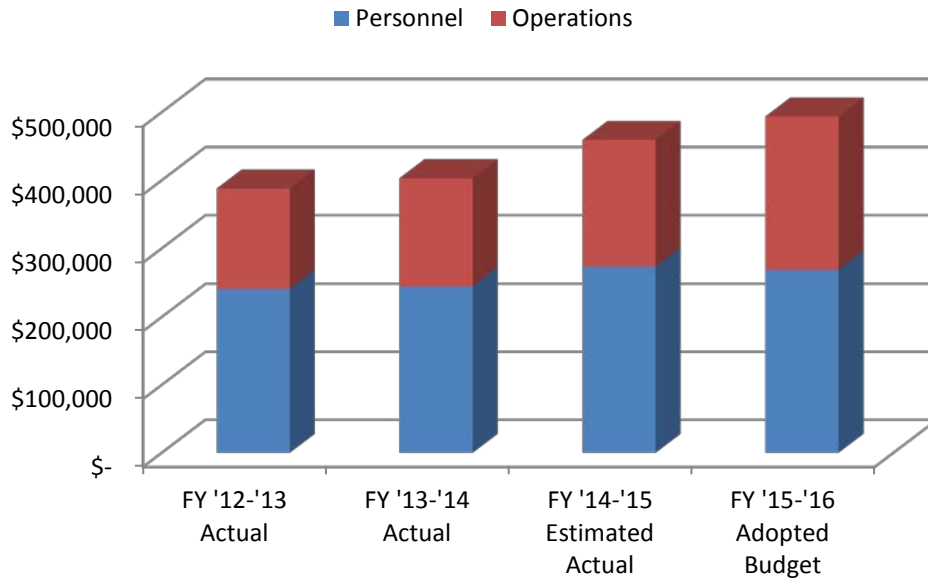
- Providing adequate funding to maintain excellent infrastructure and services.
- Maintaining an economically vibrant community.
- Maintaining the quality of our neighborhoods.
- Maintaining our UTOPIA commitments.

**CITY OF OREM  
ADOPTED BUDGET**

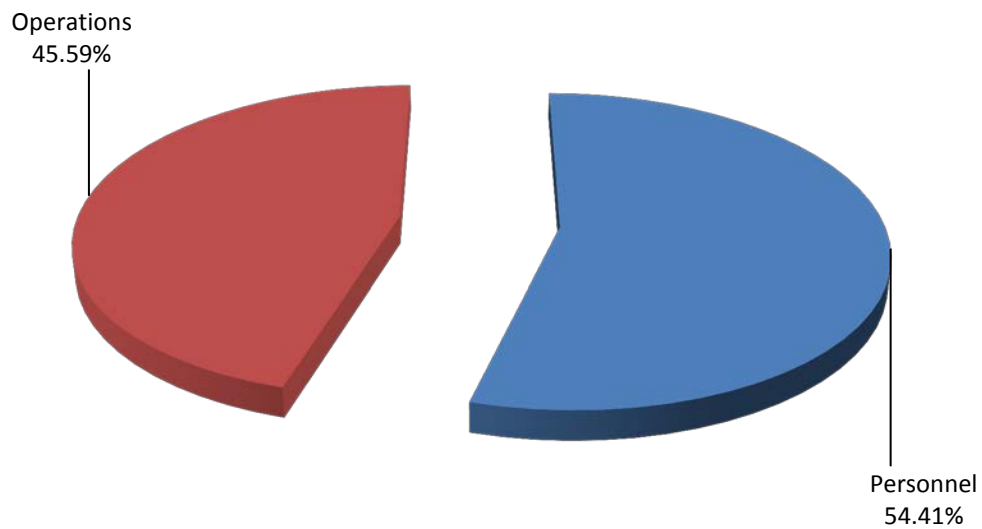
**FISCAL YEAR 2015-2016**

**MAYOR AND CITY COUNCIL**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**MAYOR AND CITY COUNCIL**

**EXPENDITURES SUMMARY**

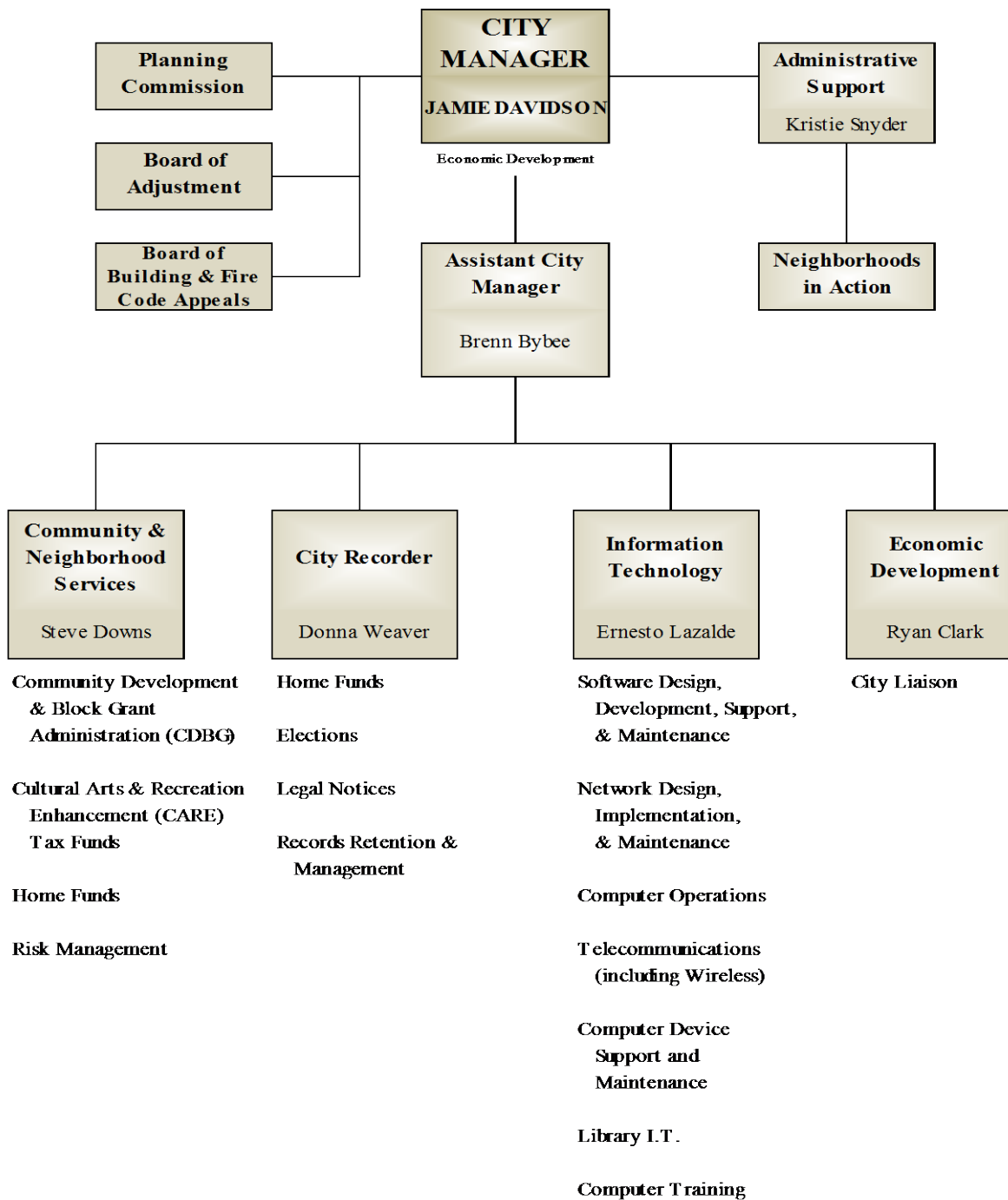
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Mayor and City Council</u></b>					
Personnel	\$ 241,381	\$ 244,788	\$ 273,355	\$ 268,614	7
Operations	62,200	71,657	78,000	83,000	
Capital	-	-	-	-	
	<u>303,581</u>	<u>316,445</u>	<u>351,355</u>	<u>351,614</u>	
<b><u>Community Promotion</u></b>					
Personnel	-	-	-	-	0
Operations	67,358	74,142	94,500	113,500	
Capital	-	-	-	-	
	<u>67,358</u>	<u>74,142</u>	<u>94,500</u>	<u>113,500</u>	
<b><u>Advisory Boards &amp; Commissions</u></b>					
Personnel	-	-	-	-	0
Operations	16,895	12,554	13,300	28,550	
Capital	-	-	-	-	
	<u>16,895</u>	<u>12,554</u>	<u>13,300</u>	<u>28,550</u>	
<b><u>TOTAL MAYOR &amp; CITY COUNCIL</u></b>					
Personnel	\$ 241,381	\$ 244,788	\$ 273,355	\$ 268,614	7
Operations	146,453	158,353	185,800	225,050	
Capital	-	-	-	-	
<b>TOTALS</b>	<u><u>\$ 387,834</u></u>	<u><u>\$ 403,141</u></u>	<u><u>\$ 459,155</u></u>	<u><u>\$ 493,664</u></u>	

\* Number of benefitted employees

# CITY OF OREM ADOPTED BUDGET

FISCAL YEAR 2015-2016

## CITY MANAGER



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CITY MANAGER**

**OVERVIEW**

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

The City Manager's department includes the following divisions:

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

**Challenges addressed in this budget:**

- Presented a balanced budget to the Mayor and City Council.
- Funding of the City's state mandated retirement program.
- Funding of the City's compensation and benefits program.
- Moved the Information Technology (IT) division from the General Fund to its own Internal Service Fund.
- Added funding for additional studies and consulting fees (\$25,000).
- Added funding for additional newsletters and community outreach (\$13,159).
- Added funding for bi-annual election costs (\$94,000).

**Challenges remaining:**

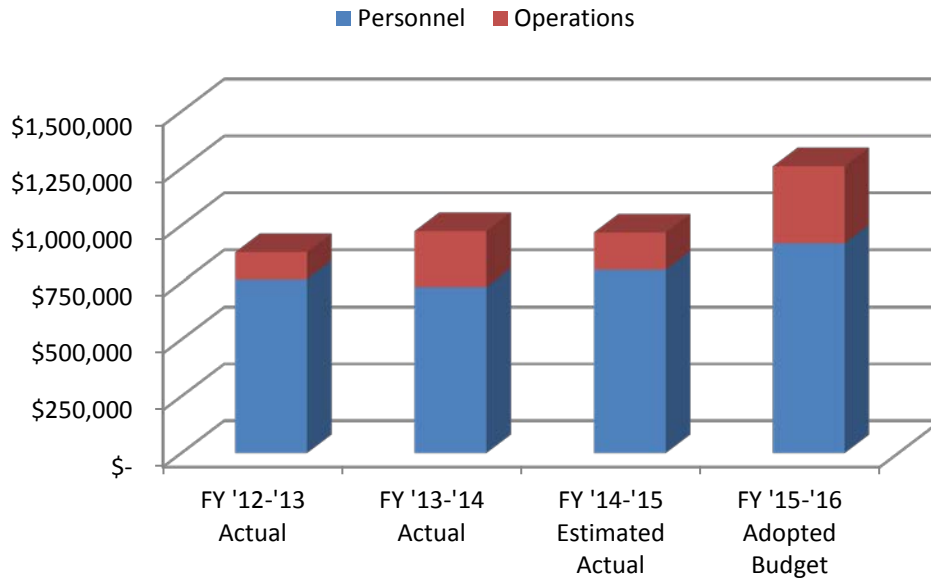
- Providing sufficient funding to maintain the City's infrastructure including roads, water, sewer, and storm sewer systems as well as facilities.
- Providing funding to build sidewalks where they do not currently exist.
- Providing funding to develop an outstanding trail system throughout the community.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

**CITY OF OREM  
ADOPTED BUDGET**

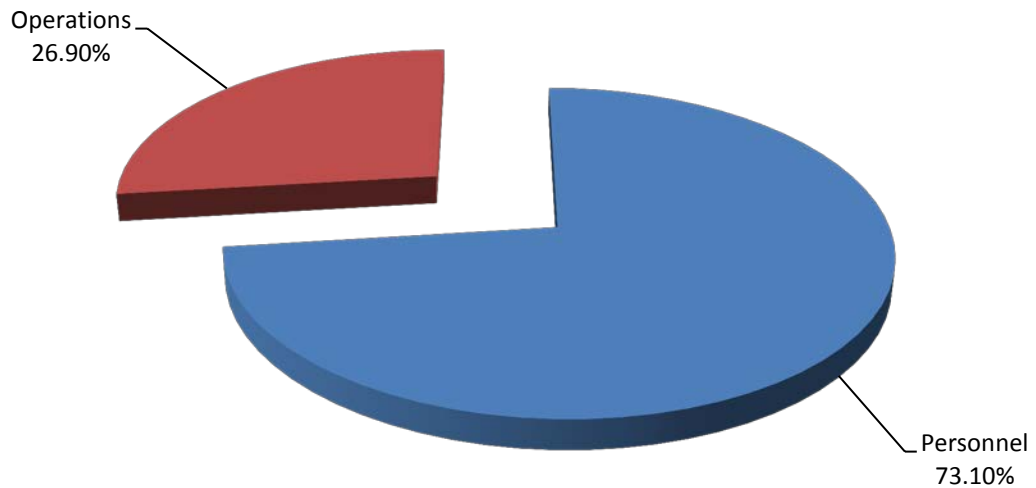
**FISCAL YEAR 2015-2016**

**CITY MANAGER**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**





**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CITY MANAGER**

**EXPENDITURES SUMMARY**

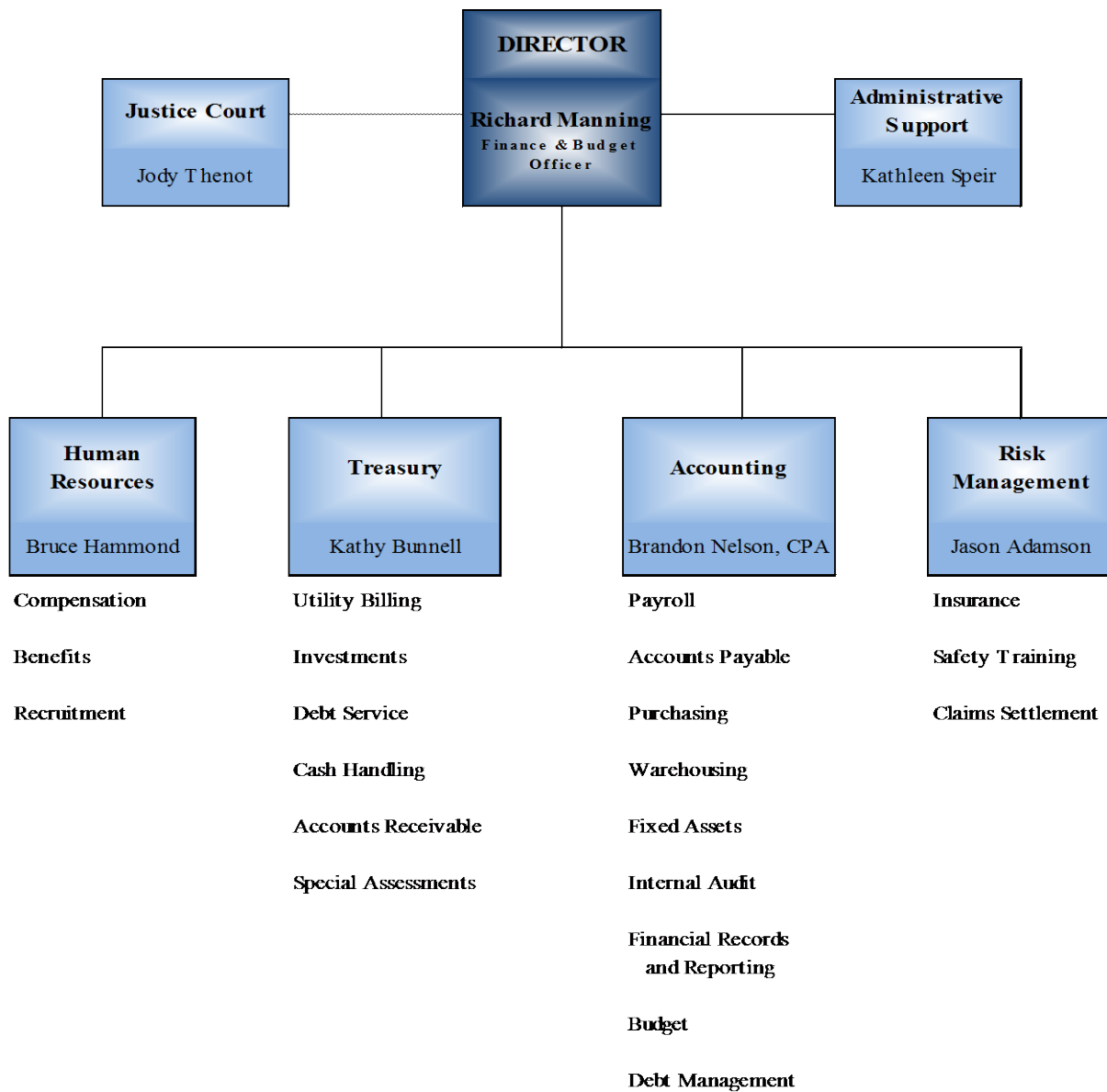
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>City Manager's Office</u></b>					
Personnel	\$ 457,345	\$ 396,030	\$ 454,113	\$ 560,708	4
Operations	78,753	97,004	74,500	122,000	
Capital	-	-	-	-	
	<u>536,098</u>	<u>493,034</u>	<u>528,613</u>	<u>682,708</u>	
<b><u>Neighborhoods in Action</u></b>					
Personnel	4,115	531	-	-	0
Operations	3,692	12,387	32,300	55,800	
Capital	-	-	-	-	
	<u>7,807</u>	<u>12,918</u>	<u>32,300</u>	<u>55,800</u>	
<b><u>Economic Development</u></b>					
Personnel	113,831	161,692	163,234	173,621	2
Operations	7,179	16,872	22,000	27,000	
Capital	-	-	-	-	
	<u>121,010</u>	<u>178,564</u>	<u>185,234</u>	<u>200,621</u>	
<b><u>City Recorder</u></b>					
Personnel	188,896	171,952	187,770	186,345	2
Operations	28,156	118,023	34,550	134,050	
Capital	-	-	-	-	
	<u>217,052</u>	<u>289,975</u>	<u>222,320</u>	<u>320,395</u>	
<b><u>TOTAL CITY MANAGER</u></b>					
Personnel	\$ 764,187	\$ 730,205	\$ 805,117	\$ 920,674	8
Operations	117,780	244,286	163,350	338,850	
Capital	-	-	-	-	
<b>TOTALS</b>	<u><u>\$ 881,967</u></u>	<u><u>\$ 974,491</u></u>	<u><u>\$ 968,467</u></u>	<u><u>\$ 1,259,524</u></u>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**ADMINISTRATIVE SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**ADMINISTRATIVE SERVICES**

**OVERVIEW**

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

The Administrative Services department includes the following divisions:

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

**Challenges addressed in this budget:**

- Continued revision of budget appearance and clarity of the budget message.
- Provided funding for the Justice Court to replace its copy machine (\$10,000).
- Additional funding for various computer related needs (\$2,000).
- Additional funding to cover increasing credit card processing fees (\$15,000).
- Provided funding for ongoing human resource consulting fees (\$3,000).

**Challenges remaining:**

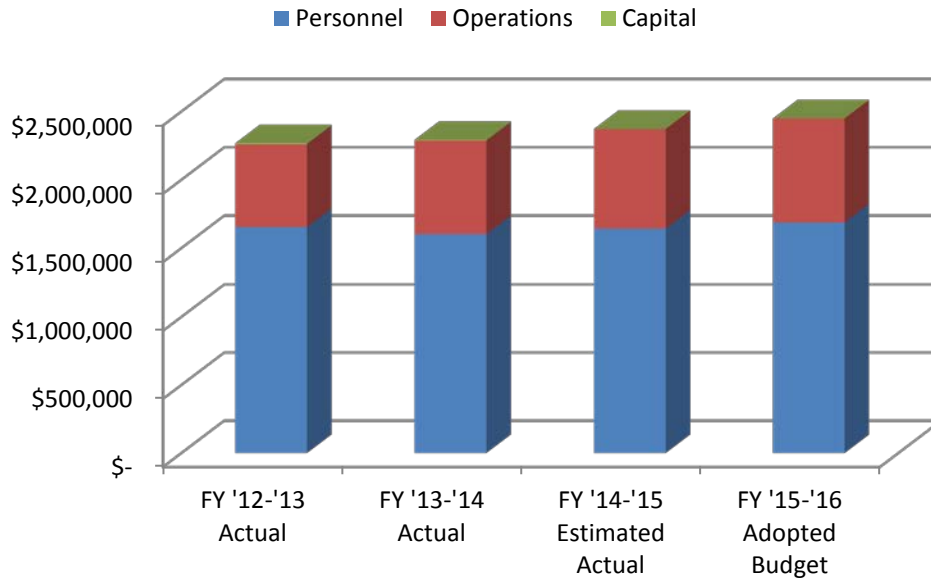
- Assist in the conversion from a manual utility billing meter reading system to an automated system.
- Continue in the process to provide access to city services over the internet.
- Making risk management awareness a top priority for all departments.

**CITY OF OREM  
ADOPTED BUDGET**

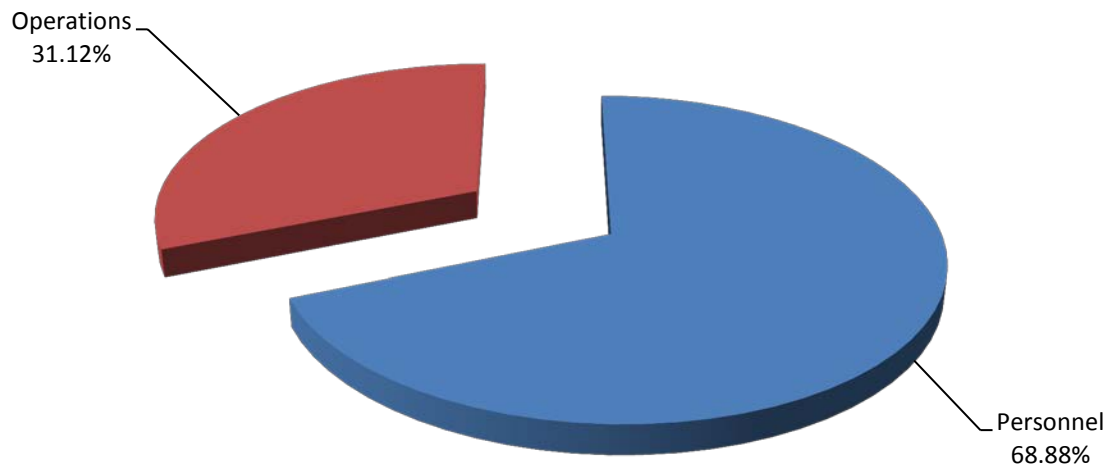
**FISCAL YEAR 2015-2016**

**ADMINISTRATIVE SERVICES**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**ADMINISTRATIVE SERVICES**

**EXPENDITURES SUMMARY**

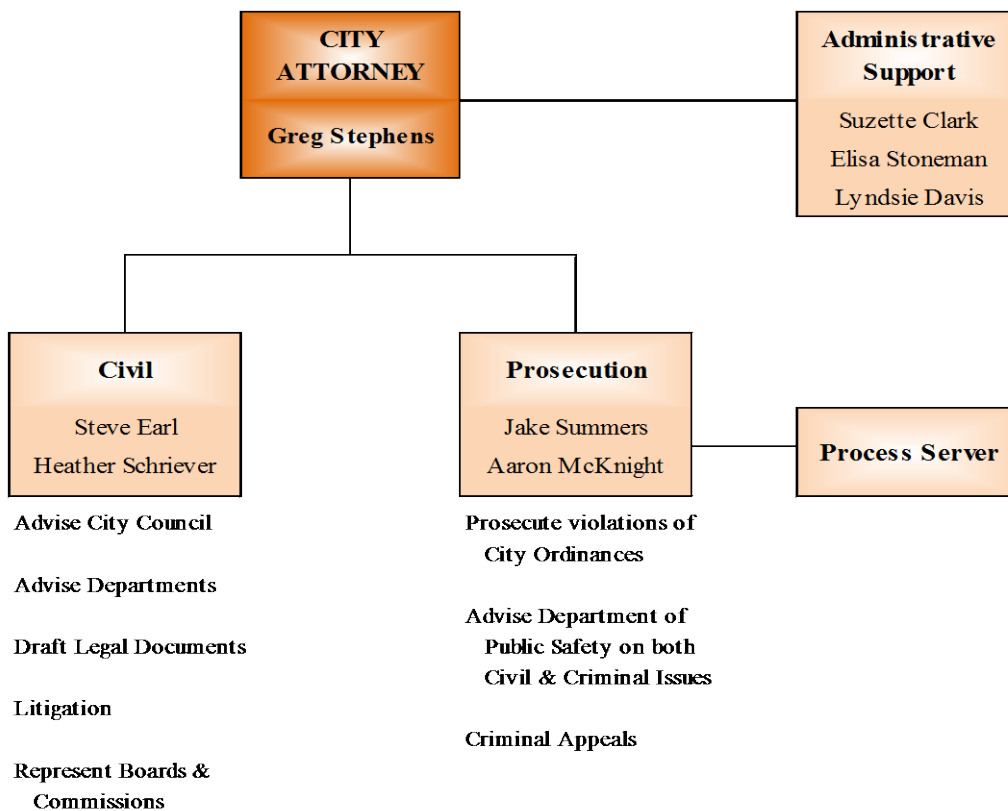
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Administrative Services Administration</u></b>					
Personnel	\$ 334,947	\$ 241,685	\$ 248,710	\$ 257,605	2
Operations	78,527	160,632	150,257	168,961	
Capital	-	5,557	-	-	
	<u>413,474</u>	<u>407,874</u>	<u>398,967</u>	<u>426,566</u>	
<b><u>City Treasurer</u></b>					
Personnel	96,423	98,419	101,491	105,950	1
Operations	105,962	111,565	10,650	10,650	
Capital	-	-	-	-	
	<u>202,385</u>	<u>209,984</u>	<u>112,141</u>	<u>116,600</u>	
<b><u>Utility Billing</u></b>					
Personnel	197,804	200,145	203,507	224,379	4
Operations	132,429	144,617	243,800	260,300	
Capital	-	-	-	-	
	<u>330,233</u>	<u>344,762</u>	<u>447,307</u>	<u>484,679</u>	
<b><u>Accounting</u></b>					
Personnel	227,798	246,426	253,885	263,422	3
Operations	10,369	10,152	14,200	14,400	
Capital	-	-	-	-	
	<u>238,167</u>	<u>256,578</u>	<u>268,085</u>	<u>277,822</u>	
<b><u>Human Resources</u></b>					
Personnel	263,844	269,622	276,900	275,818	3
Operations	104,564	77,717	102,500	112,500	
Capital	-	-	-	-	
	<u>368,408</u>	<u>347,339</u>	<u>379,400</u>	<u>388,318</u>	
<b><u>Justice Court</u></b>					
Personnel	533,043	544,742	557,508	560,257	7
Operations	175,154	180,796	208,822	195,462	
Capital	6,300	-	-	-	
	<u>714,497</u>	<u>725,538</u>	<u>766,330</u>	<u>755,719</u>	
<b><u>TOTAL ADMINISTRATIVE SERVICES</u></b>					
Personnel	\$ 1,653,859	\$ 1,601,039	\$ 1,642,001	\$ 1,687,431	20
Operations	607,005	685,479	730,229	762,273	
Capital	6,300	5,557	-	-	
<b>TOTALS</b>	<u>\$ 2,267,164</u>	<u>\$ 2,292,075</u>	<u>\$ 2,372,230</u>	<u>\$ 2,449,704</u>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**LEGAL SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**LEGAL SERVICES**

**OVERVIEW**

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

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

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

The Legal Services department consists of the following divisions:

- Administration
- Prosecution
- Civil

**Challenges addressed in this budget:**

- Funding to reclassify an Assistant City Attorney position to a Deputy City Attorney position (\$7,000).
- Provided additional funding to purchase prosecutor software (\$5,600).

**Challenges remaining:**

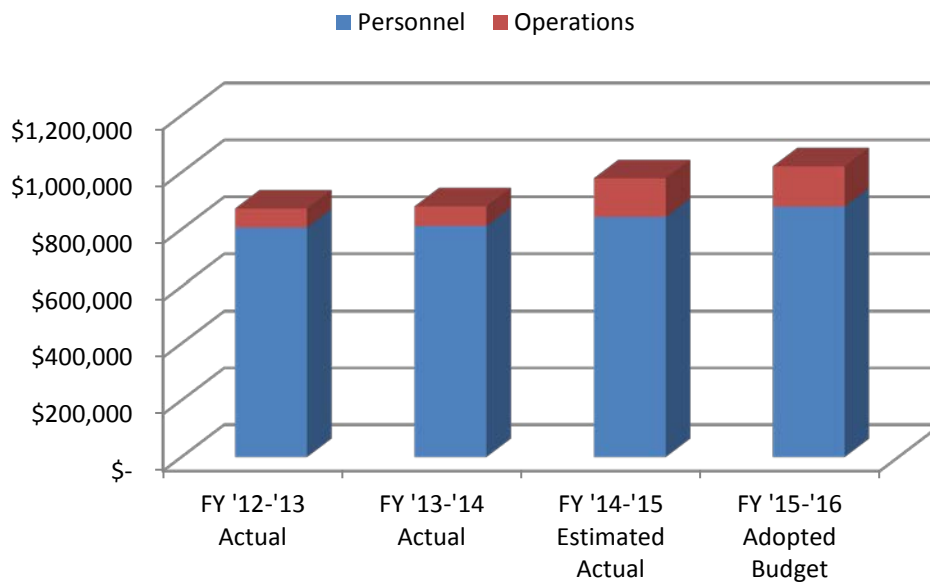
- Converting to paperless filing and meeting mandatory court e-filing requirements.

**CITY OF OREM  
ADOPTED BUDGET**

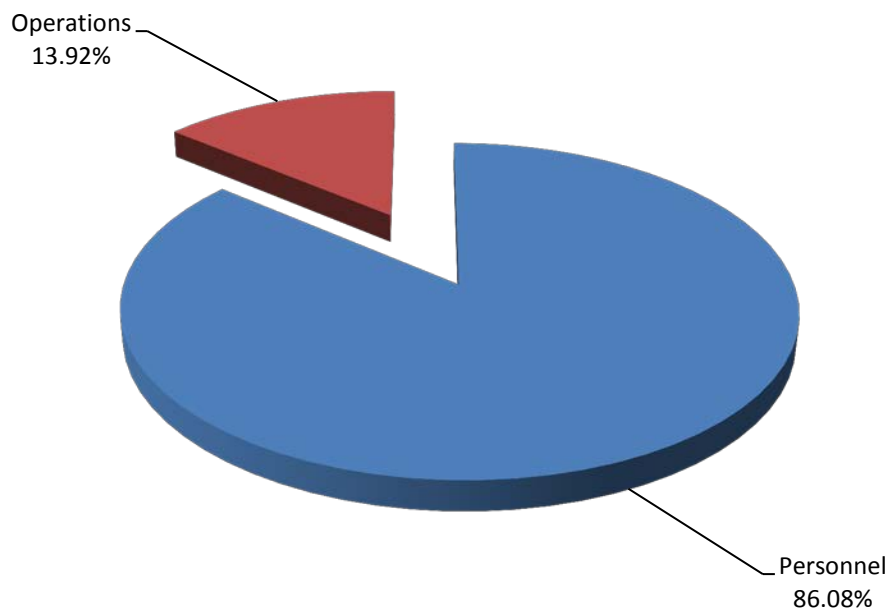
**FISCAL YEAR 2015-2016**

**LEGAL SERVICES**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**





**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**LEGAL SERVICES**

**EXPENDITURES SUMMARY**

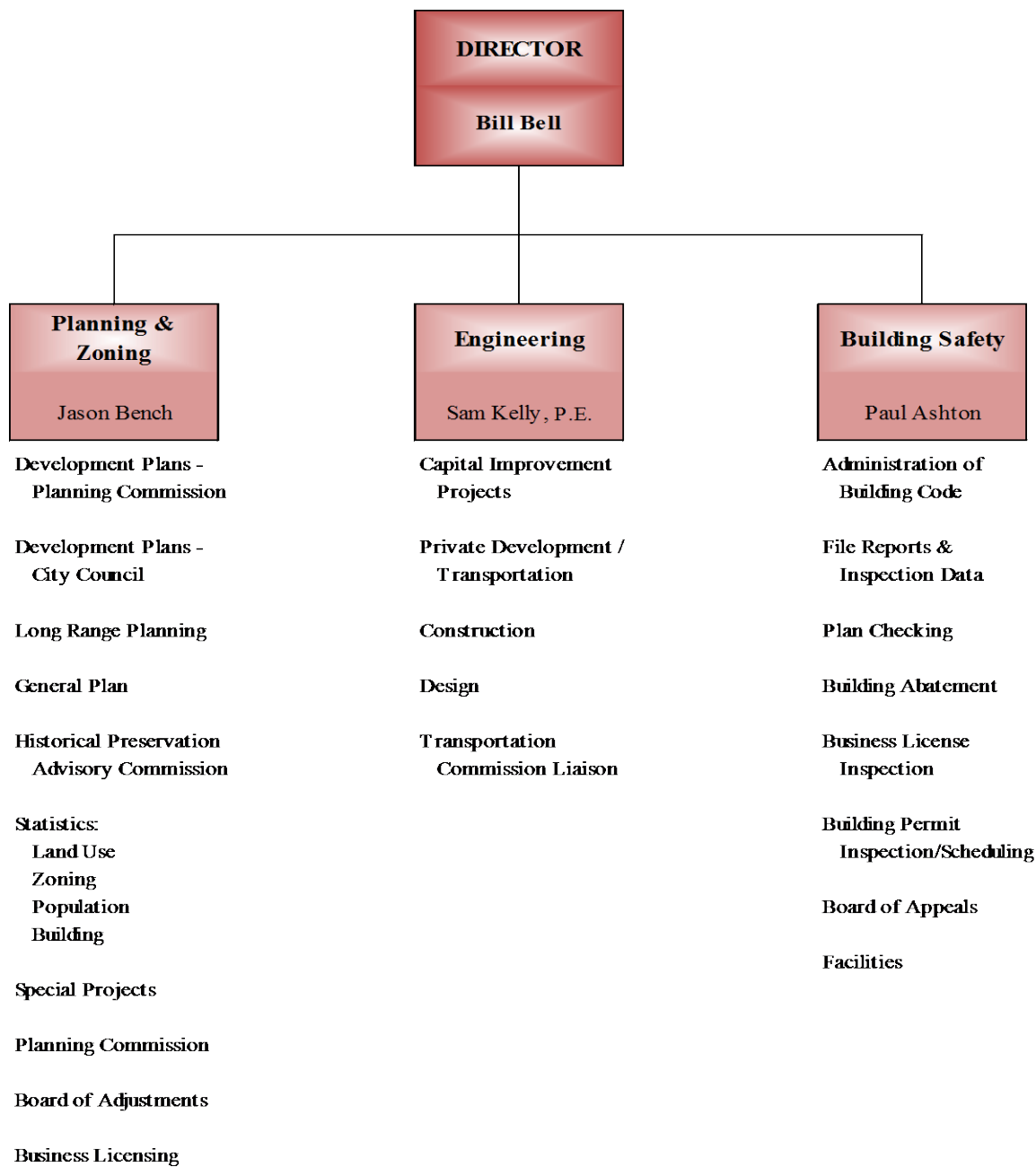
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Legal Services Administration</u></b>					
Personnel	\$ 297,283	\$ 302,791	\$ 310,913	\$ 323,867	3
Operations	7,365	10,172	51,400	52,350	
Capital	-	-	-	-	
	<u>304,648</u>	<u>312,963</u>	<u>362,313</u>	<u>376,217</u>	
<b><u>Prosecution</u></b>					
Personnel	269,525	269,151	282,782	286,285	3
Operations	51,175	51,078	67,000	72,600	
Capital	-	-	-	-	
	<u>320,700</u>	<u>320,229</u>	<u>349,782</u>	<u>358,885</u>	
<b><u>Civil</u></b>					
Personnel	239,472	239,387	249,942	269,432	2
Operations	8,386	8,083	17,250	17,250	
Capital	-	-	-	-	
	<u>247,858</u>	<u>247,470</u>	<u>267,192</u>	<u>286,682</u>	
<b><u>TOTAL LEGAL SERVICES</u></b>					
Personnel	\$ 806,280	\$ 811,329	\$ 843,637	\$ 879,584	8
Operations	66,926	69,333	135,650	142,200	
Capital	-	-	-	-	
<b>TOTALS</b>	<u><u>\$ 873,206</u></u>	<u><u>\$ 880,662</u></u>	<u><u>\$ 979,287</u></u>	<u><u>\$ 1,021,784</u></u>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**DEVELOPMENT SERVICES**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**DEVELOPMENT SERVICES**

**OVERVIEW**

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

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

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

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

The Development Services department includes the following divisions:

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

**Challenges addressed in this budget:**

- Complete engineering for upcoming water, sewer, storm drain, and other capital improvement projects.
- Bringing custodial services in-house to create a more efficient allocation of employee time and resources. This adds two full-time and eight temporary employees (net increase in cost is \$170,000).
- Added an additional building inspector to meet increased construction demands (\$82,900).
- Added funding for a seasonal construction inspector (\$45,000).

**Challenges remaining:**

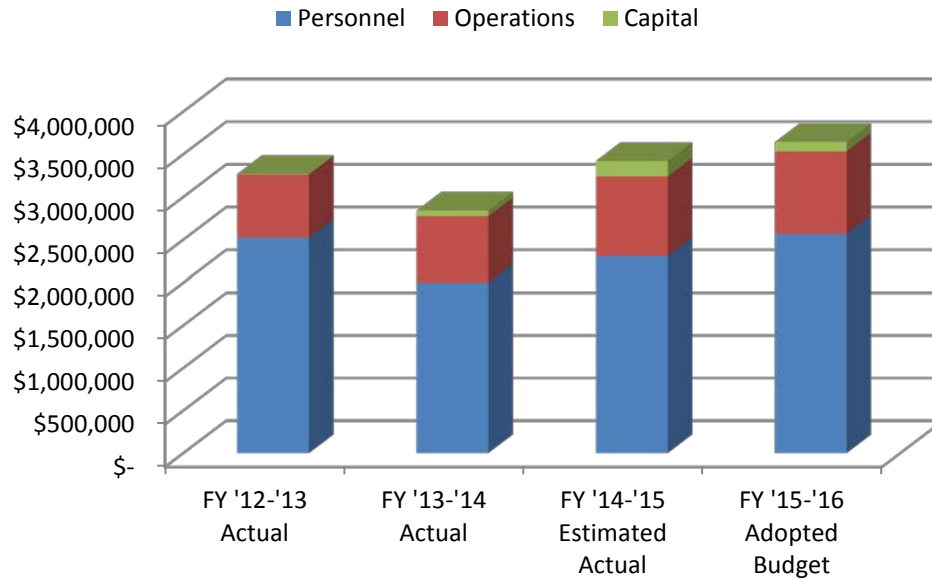
- Improve transportation through street improvements, trails, bike paths, mixed uses and mass transit.
- Implement Southwest Area Transportation Study (SWATS) recommendations.
- Finalizing impact fees for the future annexation in the southwest area of the city.
- Implementing the Utility & State Street master plans to accommodate for future development.
- Repairing many building maintenance issues.
- Performing city-wide analysis impact of high-density apartments.
- Involved in City-wide energy audit and construction project analysis.

**CITY OF OREM  
ADOPTED BUDGET**

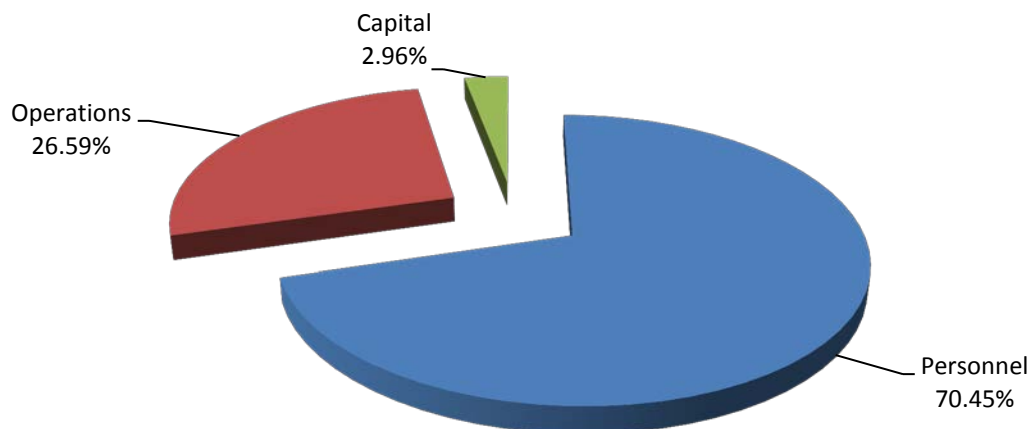
**FISCAL YEAR 2015-2016**

**DEVELOPMENT SERVICES**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**DEVELOPMENT SERVICES**

**EXPENDITURES SUMMARY**

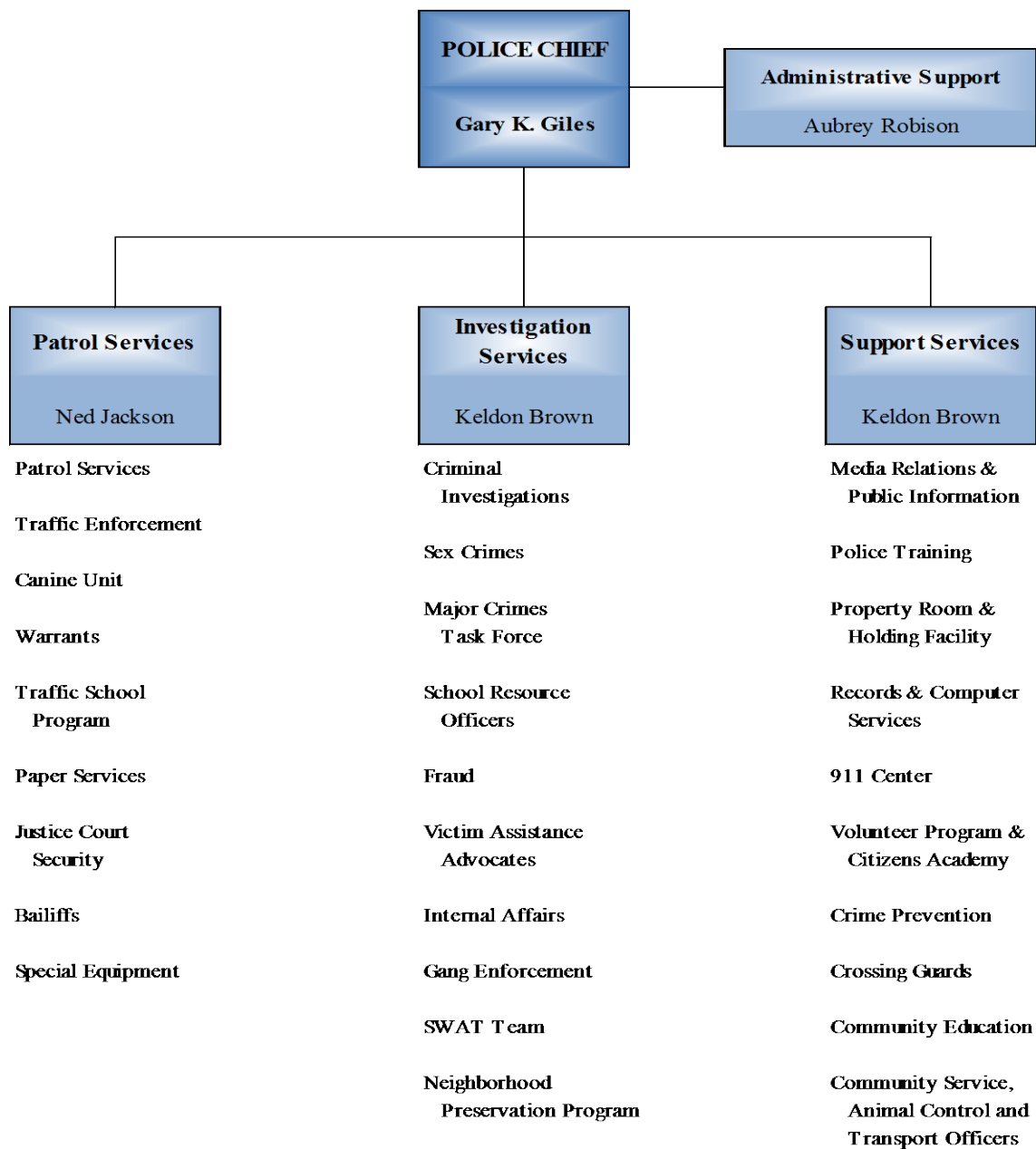
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Development Services Administration</u></b>					
Personnel	\$ 195,830	\$ 110,244	\$ 156,524	\$ 162,694	1
Operations	15,573	15,184	21,950	21,950	
	<u>211,403</u>	<u>125,428</u>	<u>178,474</u>	<u>184,644</u>	
<b><u>Planning</u></b>					
Personnel	354,366	371,873	478,073	483,793	5
Operations	5,529	13,802	8,050	26,975	
	<u>359,895</u>	<u>385,675</u>	<u>486,123</u>	<u>510,768</u>	
<b><u>Business Licensing</u></b>					
Personnel	95,035	56,568	57,547	55,355	1
Operations	9,507	10,350	14,700	14,700	
	<u>104,542</u>	<u>66,918</u>	<u>72,247</u>	<u>70,055</u>	
<b><u>Engineering</u></b>					
Personnel	227,383	165,248	121,340	196,406	2
Operations	29,135	26,821	29,890	29,095	
Capital	5,877	-	-	-	
	<u>262,395</u>	<u>192,069</u>	<u>151,230</u>	<u>225,501</u>	
<b><u>Construction</u></b>					
Personnel	276,253	185,187	210,670	191,253	2
Operations	6,965	6,088	10,450	55,450	
	<u>283,218</u>	<u>191,275</u>	<u>221,120</u>	<u>246,703</u>	
<b><u>Design</u></b>					
Personnel	328,641	199,021	256,774	188,088	2
Operations	14,775	16,032	22,150	22,150	
Capital	-	-	58,000	-	
	<u>343,416</u>	<u>215,053</u>	<u>336,924</u>	<u>210,238</u>	
<b><u>Transportation / PD Development</u></b>					
Personnel	290,711	227,607	233,857	244,602	2
Operations	8,314	6,350	10,800	10,800	
	<u>299,025</u>	<u>233,957</u>	<u>244,657</u>	<u>255,402</u>	
<b><u>Building Safety</u></b>					
Personnel	643,056	513,578	612,527	626,307	8
Operations	39,885	39,464	56,649	53,351	
	<u>682,941</u>	<u>553,042</u>	<u>669,176</u>	<u>679,658</u>	
<b><u>Facilities</u></b>					
Personnel	111,737	167,505	181,114	417,751	4
Operations	609,195	643,179	756,125	734,023	
Capital	-	65,090	123,500	108,000	
	<u>720,932</u>	<u>875,774</u>	<u>1,060,739</u>	<u>1,259,774</u>	
<b><u>TOTAL DEVELOPMENT SERVICES</u></b>					
Personnel	\$ 2,523,012	\$ 1,996,831	\$ 2,308,426	\$ 2,566,249	27
Operations	738,878	777,270	930,764	968,494	
Capital	5,877	65,090	181,500	108,000	
<b>TO TALS</b>	<u><u>\$ 3,267,767</u></u>	<u><u>\$ 2,839,191</u></u>	<u><u>\$ 3,420,690</u></u>	<u><u>\$ 3,642,743</u></u>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**POLICE**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**POLICE**

**OVERVIEW**

The Police department provides police, investigation, and support services in partnership with the community to produce a safe environment and a high quality of life for the citizens of Orem.

The 75 sworn officers deal with a variety of issues including traffic accidents, missing children, burglaries, medical emergencies, assaults, homicides, drug investigations, computer crimes, white collar crime, crimes against children, gang enforcement, and nuisance ordinance violations.

The Police department includes the following divisions:

- Police Administration
- Patrol Services
- Alcohol Enforcement
- Traffic Enforcement
- Investigation Services
- Major Crimes Task Force (Multi-jurisdictional)
- Metro SWAT Team
- Victims and Children Assistance
- Neighborhood Preservation
- Support Services
- Communications
- Animal Control
- Bailiffs
- Community Education

**Challenges addressed in this budget:**

- Replacement of aging police vehicles.
- Added one patrol officer and associated vehicle and equipment (\$111,500).
- Funded Spillman add-on analytics software and associated licensing fee (\$19,630).
- Funded phase one of analog to digital radio replacement (\$40,000).
- Funded phase one of taser replacement program (\$15,000).
- Additional funding for body armor replacement program (\$12,000).

**Challenges remaining:**

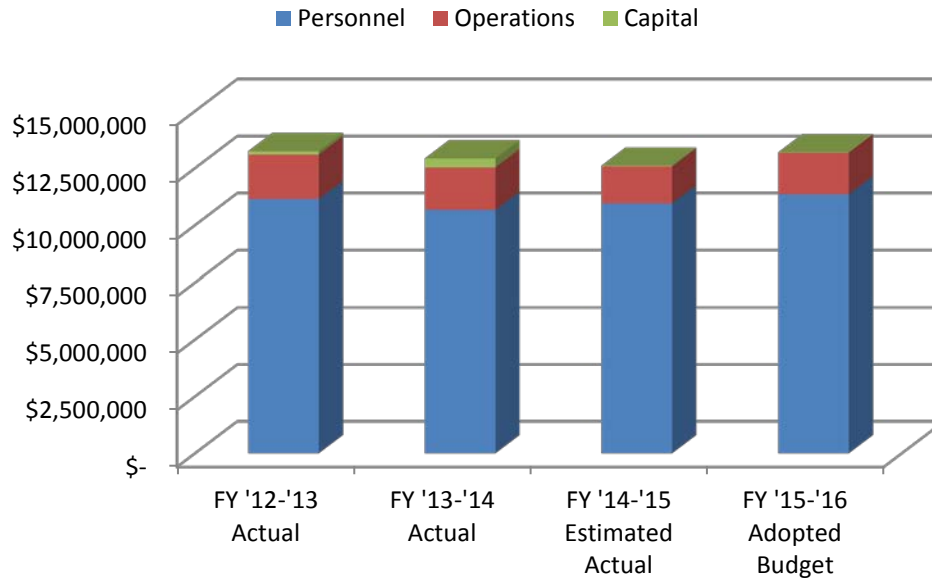
- Maintaining operational levels to meet community service demands.
- Replacing aging desktop computers and radar units throughout the department.

**CITY OF OREM  
ADOPTED BUDGET**

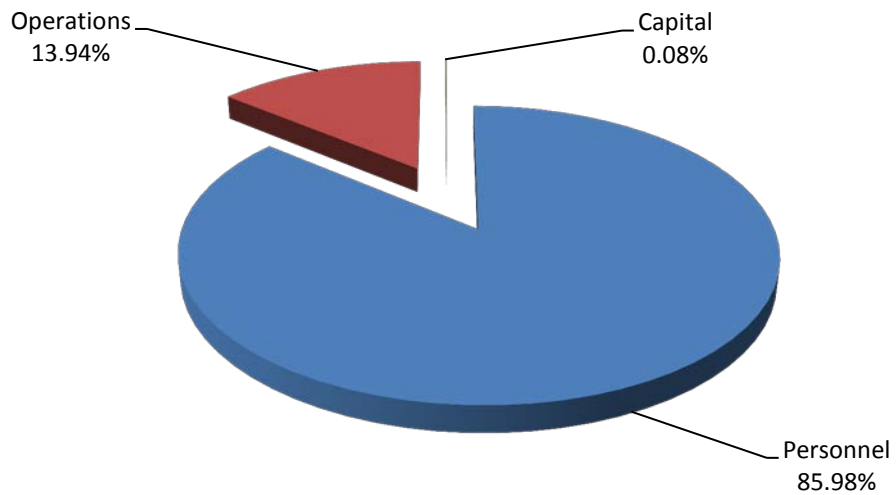
**FISCAL YEAR 2015-2016**

**POLICE**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**





**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**POLICE**

**EXPENDITURES SUMMARY**

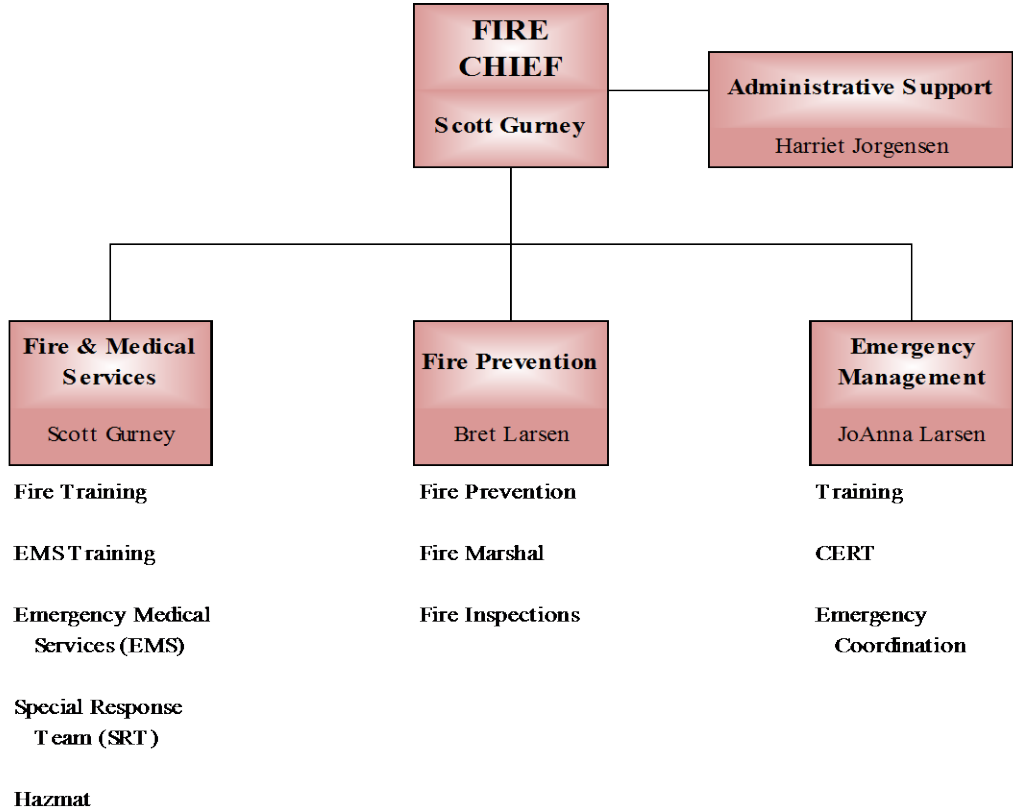
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Police Administration</u></b>					
Personnel	\$ 275,196	\$ 110,183	\$ 258,222	\$ 296,183	2
Operations	211,175	169,429	180,156	255,583	
	<u>486,371</u>	<u>279,612</u>	<u>438,378</u>	<u>551,766</u>	
<b><u>Patrol Services</u></b>					
Personnel	4,980,105	4,974,489	5,190,745	5,235,100	51
Operations	509,035	532,318	532,210	559,635	
Capital	93,563	195,126	-	-	
	<u>5,582,703</u>	<u>5,701,933</u>	<u>5,722,955</u>	<u>5,794,735</u>	
<b><u>Alcohol Enforcement</u></b>					
Personnel	91,115	91,016	88,645	94,867	1
Operations	8,703	8,126	11,646	14,131	
	<u>99,818</u>	<u>99,142</u>	<u>100,291</u>	<u>108,998</u>	
<b><u>Investigation Services</u></b>					
Personnel	2,418,790	2,388,084	2,378,443	2,520,746	23
Operations	186,202	162,187	123,286	135,470	
Capital	-	50,562	-	-	
	<u>2,604,992</u>	<u>2,600,833</u>	<u>2,501,729</u>	<u>2,656,216</u>	
<b><u>Major Crime Task Force</u></b>					
Personnel	232,243	264,305	124,131	117,894	1
Operations	521,462	475,361	222,000	260,000	
Capital	52,494	108,906	5,000	10,000	
	<u>806,199</u>	<u>848,572</u>	<u>351,131</u>	<u>387,894</u>	
<b><u>Victims / Children Assistance</u></b>					
Personnel	138,326	128,921	133,590	141,530	2
Operations	3,125	2,592	7,800	7,800	
	<u>141,451</u>	<u>131,513</u>	<u>141,390</u>	<u>149,330</u>	
<b><u>Support Services</u></b>					
Personnel	1,394,666	1,083,633	976,209	1,020,816	9
Operations	116,676	91,971	91,158	91,842	
	<u>1,511,342</u>	<u>1,175,604</u>	<u>1,067,367</u>	<u>1,112,658</u>	
<b><u>Communications</u></b>					
Personnel	1,197,178	1,223,944	1,250,085	1,329,790	19
Operations	274,530	286,249	298,545	318,545	
Capital	-	-	27,000	-	
	<u>1,471,708</u>	<u>1,510,193</u>	<u>1,575,630</u>	<u>1,648,335</u>	
<b><u>Animal Control &amp; Bailiffs</u></b>					
Personnel	102,975	108,540	120,570	186,823	2
Operations	94,239	123,156	126,265	160,576	
Capital	-	34,198	-	-	
	<u>197,214</u>	<u>265,894</u>	<u>246,835</u>	<u>347,399</u>	
<b><u>Community Education</u></b>					
Personnel	207,659	208,986	234,954	237,364	2
Operations	28,613	19,127	24,650	22,509	
	<u>236,272</u>	<u>228,113</u>	<u>259,604</u>	<u>259,873</u>	
<b><u>Dispatch Services - Linton</u></b>					
Personnel	100,415	78,970	187,901	160,578	3
Operations	3,036	2,046	12,750	12,750	
	<u>103,451</u>	<u>81,016</u>	<u>200,651</u>	<u>173,328</u>	
<b><u>TOTAL POLICE DEPARTMENT</u></b>					
Personnel	\$ 11,138,668	\$ 10,661,071	\$ 10,943,495	\$ 11,341,691	115
Operations	1,956,796	1,872,562	1,630,466	1,838,841	
Capital	146,057	388,792	32,000	10,000	
<b>TOTALS</b>	<u>\$ 13,241,521</u>	<u>\$ 12,922,425</u>	<u>\$ 12,605,961</u>	<u>\$ 13,190,532</u>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**FIRE**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**FIRE**

**OVERVIEW**

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

The department responds to over 5,000 calls for service annually. It also conducts approximately 1,000 business and construction fire inspections with approximately 400 plan reviews annually. The Fire department also hosts an annual fire prevention open house to educate the community about various safety topics. The department also participates regularly in fire and EMS education events when requested by community, religious, and special interest groups.

The Fire department includes the following divisions:

- Fire Administration
- Fire and Medical Services
- Fire Prevention
- Special Response Team (Multi-jurisdictional)
- Emergency Management

**Challenges addressed in this budget:**

- Provides annual ambulance replacement funding (\$150,000).
- Provides annual SCBA equipment replacement funding (\$50,000).
- Provides funding for an additional fire inspector and associated equipment due to the increase in construction in Orem and especially the Town of Vineyard who has contracted with Orem to provide these services (\$106,000). The Town of Vineyard contract was renegotiated and thus, revenues are expected to grow from \$165,000 to \$284,000.

**Challenges remaining:**

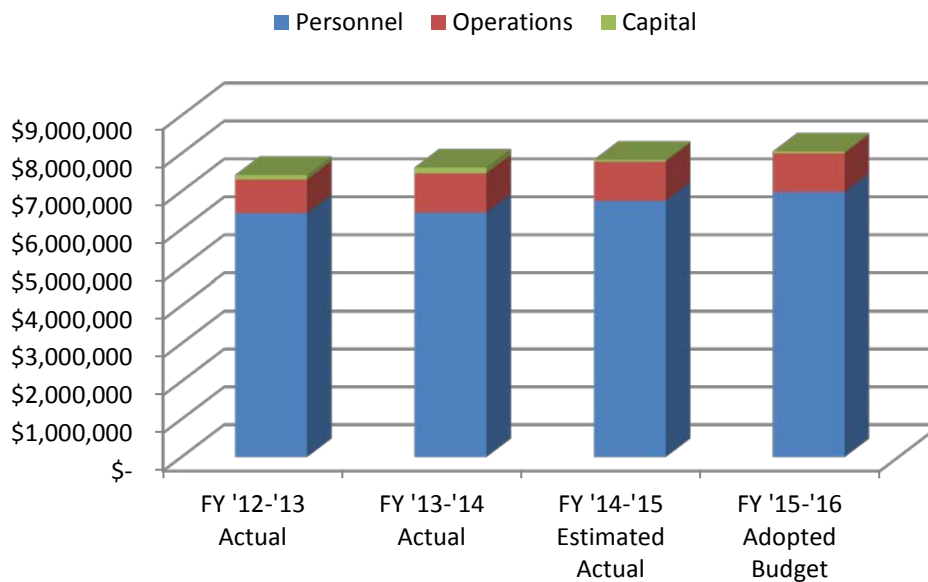
- Funding to replace aging fire apparatus (truck and engines) to be consistent with city and national recommendations and standards.
- Reinstating funding for construction and staffing of Fire Station #4.
- Replacing all Fire department portable radios.
- Maintaining operational levels to meet community service demands.

**CITY OF OREM  
ADOPTED BUDGET**

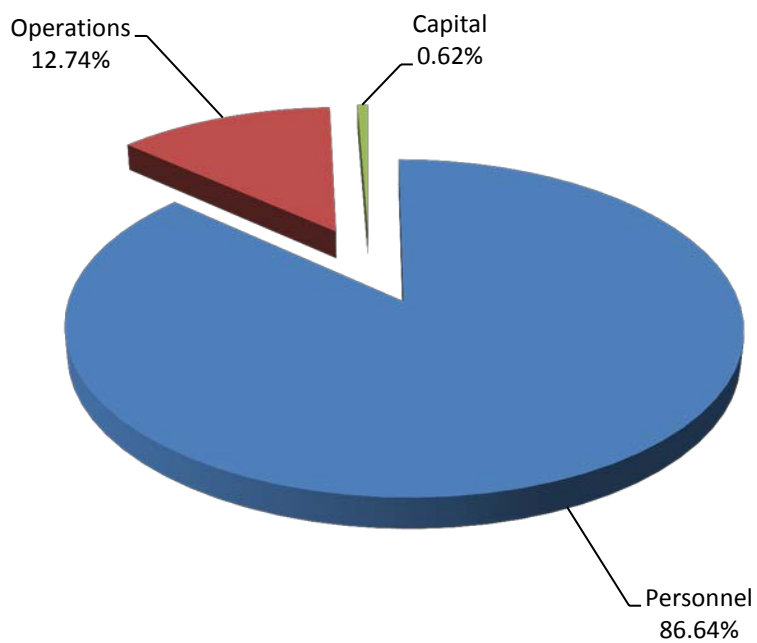
**FISCAL YEAR 2015-2016**

**FIRE**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**FIRE**

**EXPENDITURES SUMMARY**

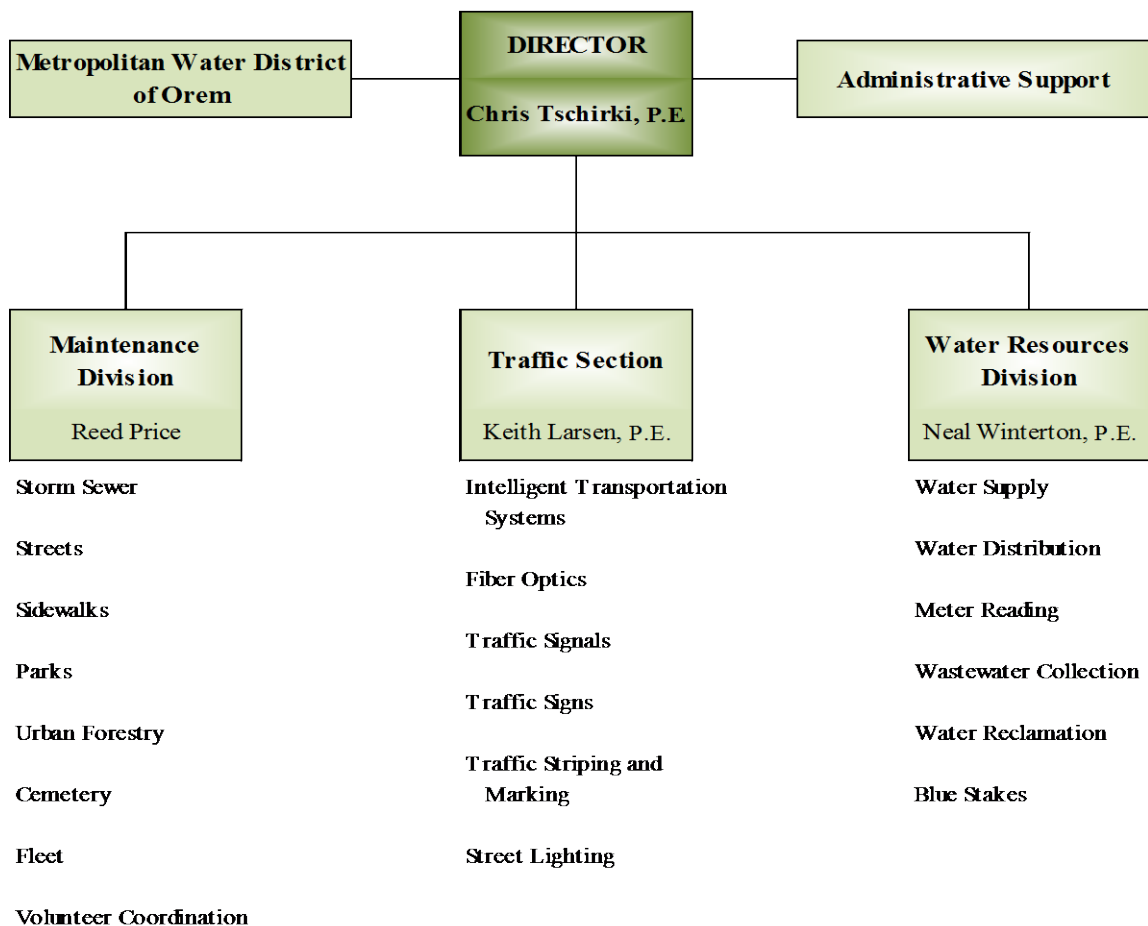
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Fire Administration</u></b>					
Personnel	\$ -	\$ -	\$ 242,000	\$ 246,862	2
Operations	-	-	19,285	16,007	
Capital	-	-	-	-	
	-	-	261,285	262,869	
<b><u>Fire &amp; Medical Services</u></b>					
Personnel	5,225,813	5,198,412	5,245,605	5,285,431	52
Operations	724,919	886,788	838,798	830,619	
Capital	111,311	151,602	50,000	50,000	
	6,062,043	6,236,802	6,134,403	6,166,050	
<b><u>Fire Prevention</u></b>					
Personnel	186,196	188,777	195,627	292,958	3
Operations	10,312	10,837	17,758	19,754	
Capital	-	-	-	-	
	196,508	199,614	213,385	312,712	
<b><u>EMS State Grant</u></b>					
Personnel	-	-	-	-	0
Operations	-	18,790	5,000	5,000	
Capital	-	-	-	-	
	-	18,790	5,000	5,000	
<b><u>Emergency Management</u></b>					
Personnel	66,343	71,994	73,204	79,467	1
Operations	23,701	8,828	10,160	10,160	
Capital	6,809	-	-	-	
	96,853	80,822	83,364	89,627	
<b><u>Fire Services - Lindon</u></b>					
Personnel	944,364	978,009	990,887	1,075,387	12
Operations	133,030	114,993	146,783	144,711	
Capital	-	-	-	-	
	1,077,394	1,093,002	1,137,670	1,220,098	
<b><u>TOTAL FIRE DEPARTMENT</u></b>					
Personnel	\$ 6,422,716	\$ 6,437,192	\$ 6,747,323	\$ 6,980,105	70
Operations	891,962	1,040,236	1,037,784	1,026,251	
Capital	118,120	151,602	50,000	50,000	
<b>TOTALS</b>	<b>\$ 7,432,798</b>	<b>\$ 7,629,030</b>	<b>\$ 7,835,107</b>	<b>\$ 8,056,356</b>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**PUBLIC WORKS**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**PUBLIC WORKS**

**OVERVIEW**

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

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

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

**Challenges addressed in this budget:**

- Increased water rates to cover the increased cost of the Jordanelle water assessment.
- Includes funding for vehicle replacement.
- Provides funding for parking lot maintenance at Scera East and Westmore Park (\$50,000).
- Provided funding to expand the Veterans Memorial Wall at the cemetery (\$5,000).
- Creates a non-resident fee differential of 25% for lots at the cemetery (\$1,200 vs. \$1,500).

**Challenges remaining:**

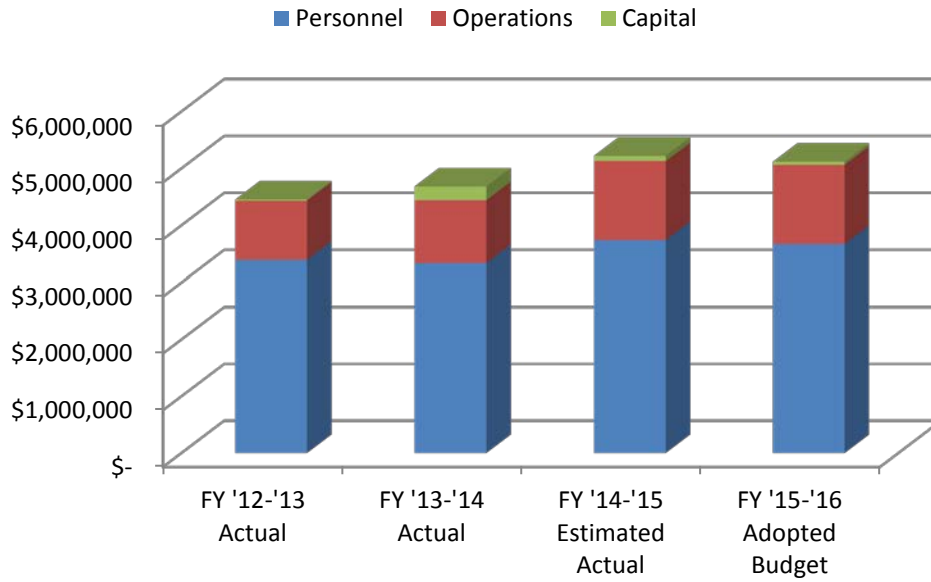
- Replacing aging infrastructure in a timely manner.
- Funding for street striping, operating and maintaining traffic signals, and replacing aging equipment.
- Completing Orem's Street Light System in the expired lighting districts and the fund be self-sustaining.
- Upgrade city street lights to more efficient LED lights and reduce power costs by more than 60%.
- Keeping up with the demands of a large 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 reuse water improvements for Sleepy Ridge Golf Course and Lakeside Park.
- Providing alternate deliver system for water transportation to the Utah Valley Water Treatment Plant.
- Convert all meters to radio read.
- Southwest Orem sewer, water, storm sewer, and reuse water improvements.
- Further implement Orem's Water Conservation Plan.

**CITY OF OREM  
ADOPTED BUDGET**

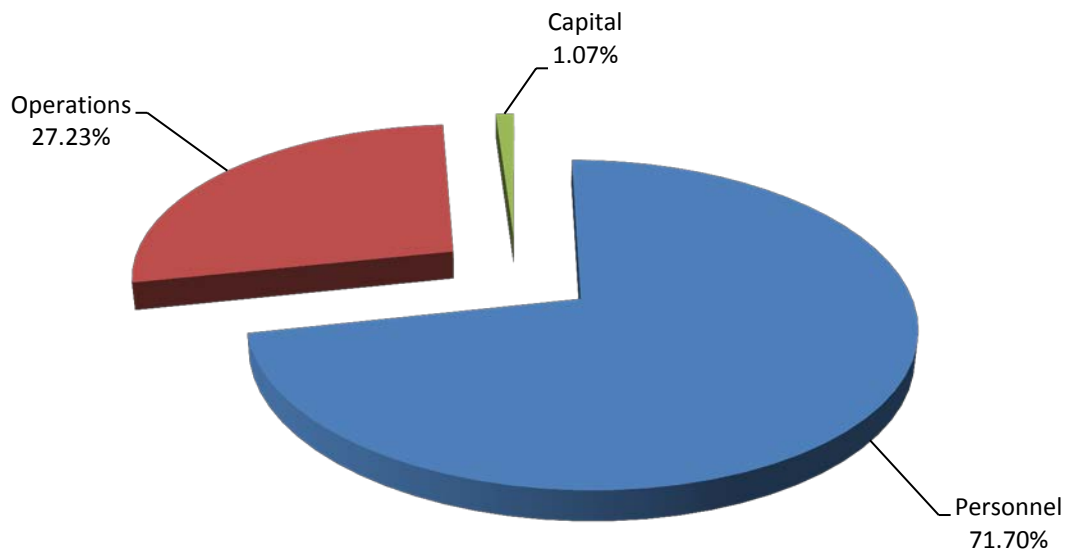
**FISCAL YEAR 2015-2016**

**PUBLIC WORKS**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**





**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**PUBLIC WORKS**

**EXPENDITURES SUMMARY**

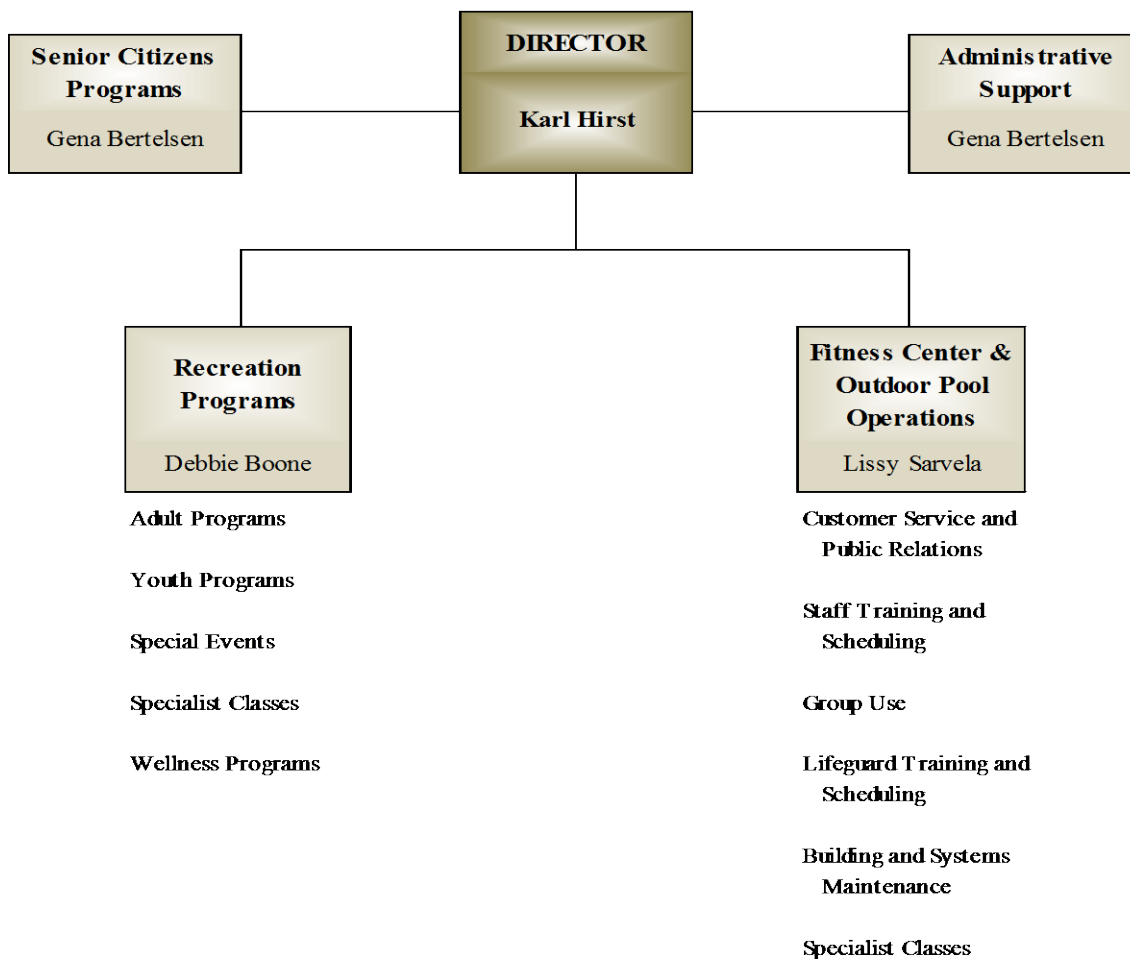
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Public Works Administration</u></b>					
Personnel	\$ 305,203	\$ 310,189	\$ 321,210	\$ 310,360	4
Operations	6,751	8,954	15,650	15,650	
Capital	-	-	-	-	
	<u>311,954</u>	<u>319,143</u>	<u>336,860</u>	<u>326,010</u>	
<b><u>Traffic &amp; Signs</u></b>					
Personnel	393,088	401,175	424,577	415,704	4
Operations	120,776	102,559	175,365	154,706	
Capital	3,736	23,963	-	-	
	<u>517,600</u>	<u>527,697</u>	<u>599,942</u>	<u>570,410</u>	
<b><u>Maintenance Administration</u></b>					
Personnel	146,001	147,899	153,217	133,011	1
Operations	2,733	2,365	6,000	6,000	
Capital	-	-	-	-	
	<u>148,734</u>	<u>150,264</u>	<u>159,217</u>	<u>139,011</u>	
<b><u>Streets</u></b>					
Personnel	1,003,908	1,042,112	1,098,899	1,104,468	13
Operations	219,288	216,237	256,537	301,346	
Capital	8,626	43,940	-	10,000	
	<u>1,231,822</u>	<u>1,302,289</u>	<u>1,355,436</u>	<u>1,415,814</u>	
<b><u>Parks</u></b>					
Personnel	1,177,457	1,147,273	1,427,296	1,413,463	12
Operations	622,358	703,774	821,384	804,096	
Capital	4,926	166,179	95,000	40,000	
	<u>1,804,741</u>	<u>2,017,226</u>	<u>2,343,680</u>	<u>2,257,559</u>	
<b><u>Cemetery</u></b>					
Personnel	267,780	189,027	198,998	206,517	2
Operations	61,375	57,412	77,232	78,149	
Capital	816	8,098	-	5,000	
	<u>329,971</u>	<u>254,537</u>	<u>276,230</u>	<u>289,666</u>	
<b><u>Urban Forestry &amp; Horticulture</u></b>					
Personnel	100,701	99,430	115,306	87,116	1
Operations	6,788	13,242	34,588	34,074	
Capital	-	-	-	-	
	<u>107,489</u>	<u>112,672</u>	<u>149,894</u>	<u>121,190</u>	
<b><u>TOTAL PUBLIC WORKS</u></b>					
Personnel	\$ 3,394,138	\$ 3,337,105	\$ 3,739,503	\$ 3,670,639	37
Operations	1,040,069	1,104,543	1,386,756	1,394,021	
Capital	18,104	242,180	95,000	55,000	
<b>TOTALS</b>	<u>\$ 4,452,311</u>	<u>\$ 4,683,828</u>	<u>\$ 5,221,259</u>	<u>\$ 5,119,660</u>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**RECREATION**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**RECREATION**

**OVERVIEW**

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

The Recreation department includes the following divisions:

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

**Challenges addressed in this budget:**

- Increasing fee structure to match additional costs.
- Funds provided to replace the Senior Center van (\$30,000).
- Reduced pavilion rental fees (see Fees & Charges section of the budget for specifics).

**Challenges remaining:**

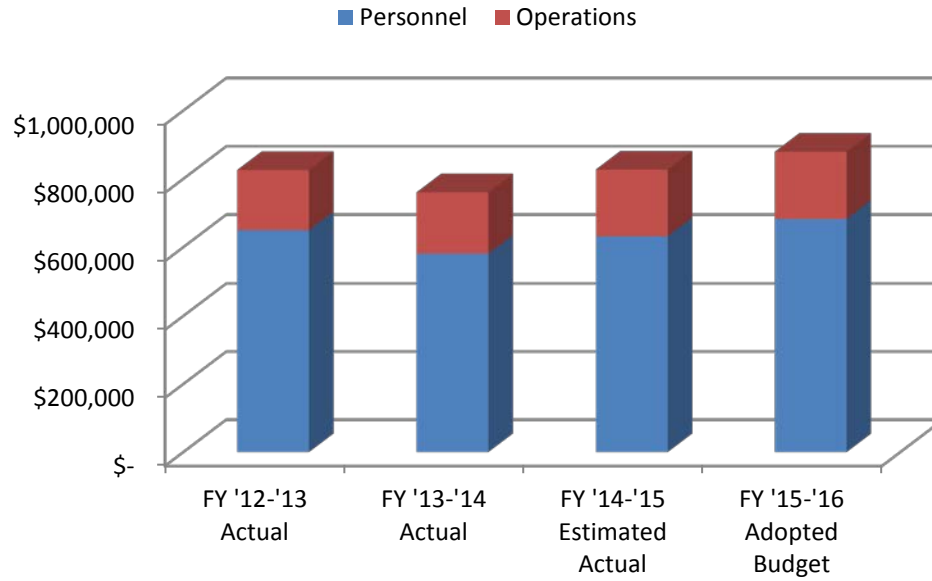
- Keep pace with increased demands for services and facilities.
- Replace aging equipment and upgrade to new, advanced equipment.
- Be competitive in the local job market and retain current employees.
- Increase salaries for part-time, non-benefitted employees to attract and retain good employees.
- 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 organizations 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**

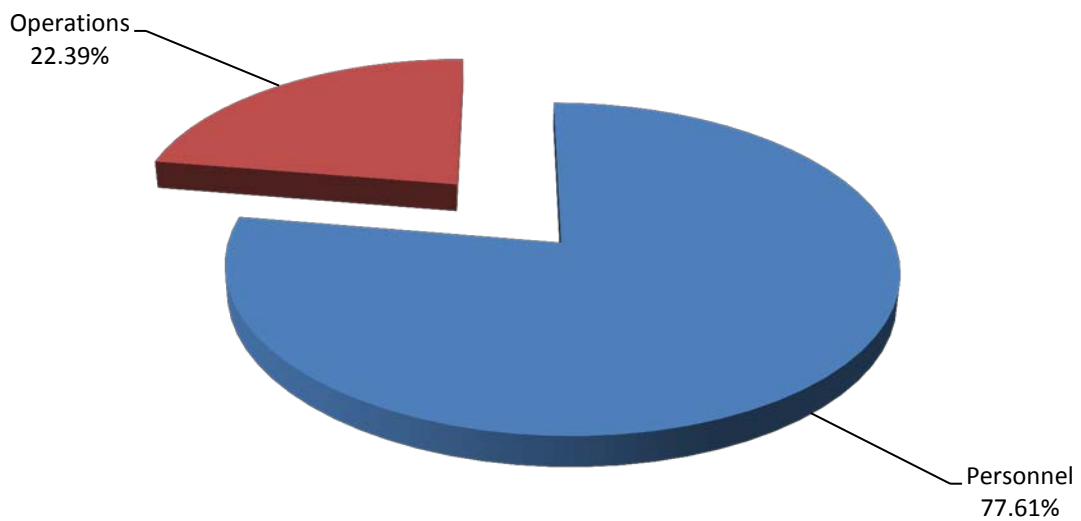
**FISCAL YEAR 2015-2016**

**RECREATION**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**RECREATION**

**EXPENDITURES SUMMARY**

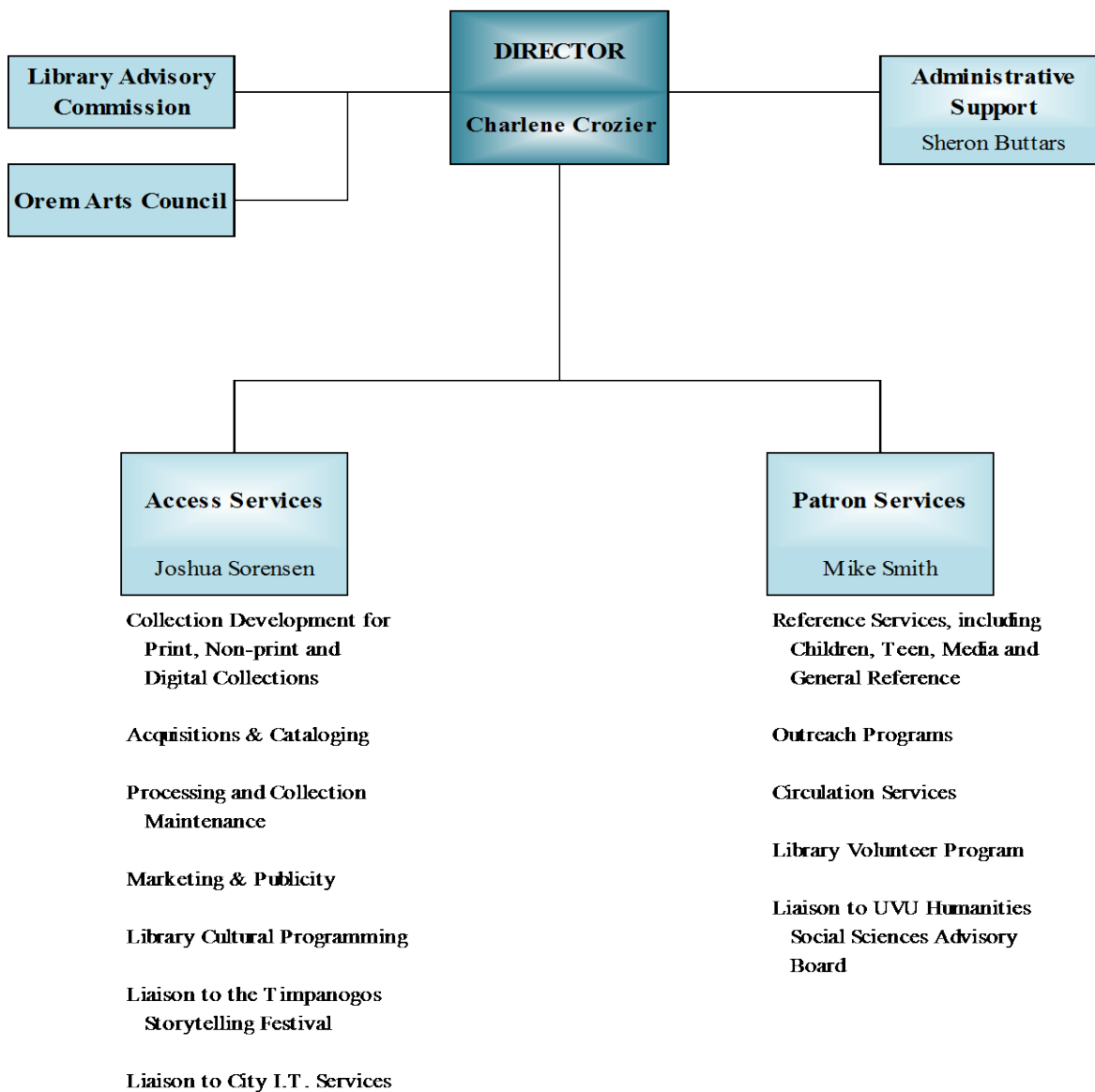
<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Recreation Administration</u></b>					
Personnel	\$ 237,333	\$ 154,514	\$ 157,430	\$ 162,825	1
Operations	36,187	30,317	31,250	31,250	
Capital	34,337	41,485	-	-	
	<u>307,857</u>	<u>226,316</u>	<u>188,680</u>	<u>194,075</u>	
<b><u>Senior Citizens</u></b>					
Personnel	106,911	110,370	106,139	118,645	1
Operations	12,964	8,060	13,640	10,280	
	<u>119,875</u>	<u>118,430</u>	<u>119,779</u>	<u>128,925</u>	
<b><u>Programs Administration</u></b>					
Personnel	231,625	238,329	291,901	304,832	3
Operations	14,695	15,456	17,513	22,513	
	<u>246,320</u>	<u>253,785</u>	<u>309,414</u>	<u>327,345</u>	
<b><u>Softball / T-Ball / Coach &amp; Machine Pitch</u></b>					
Personnel	31,434	33,565	35,111	38,782	0
Operations	80,580	85,968	83,720	83,720	
	<u>112,014</u>	<u>119,533</u>	<u>118,831</u>	<u>122,502</u>	
<b><u>Basketball</u></b>					
Personnel	24,409	28,212	22,112	35,377	0
Operations	14,350	24,195	24,700	24,700	
	<u>38,759</u>	<u>52,407</u>	<u>46,812</u>	<u>60,077</u>	
<b><u>Summer Youth Parks / Sports Camps</u></b>					
Personnel	8,394	8,314	10,373	11,417	0
Operations	721	1,456	2,700	2,700	
	<u>9,115</u>	<u>9,770</u>	<u>13,073</u>	<u>14,117</u>	
<b><u>Tennis</u></b>					
Personnel	5,279	4,107	4,027	4,801	0
Operations	830	1,049	1,900	1,900	
	<u>6,109</u>	<u>5,156</u>	<u>5,927</u>	<u>6,701</u>	
<b><u>Volleyball</u></b>					
Personnel	846	377	1,221	1,494	0
Operations	5,858	3,566	6,600	6,600	
	<u>6,704</u>	<u>3,943</u>	<u>7,821</u>	<u>8,094</u>	
<b><u>All Other Programs</u></b>					
Personnel	3,282	2,607	3,545	4,502	0
Operations	10,012	9,855	13,330	13,330	
	<u>13,294</u>	<u>12,462</u>	<u>16,875</u>	<u>17,832</u>	
<b><u>TOTAL RECREATION</u></b>					
Personnel	\$ 649,513	\$ 580,395	\$ 631,859	\$ 682,675	5
Operations	176,197	179,922	195,353	196,993	
Capital	34,337	41,485	-	-	
<b>TOTALS</b>	<u>\$ 860,047</u>	<u>\$ 801,802</u>	<u>\$ 827,212</u>	<u>\$ 879,668</u>	

\* Number of benefitted employees

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**LIBRARY**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**LIBRARY**

**OVERVIEW**

The Orem Public Library supports the entire community in lifelong learning by providing a collection of nearly 350,000 print and non-print media items, reference and advisory services, cultural programs for patrons of all ages, and fine art touring exhibits. The library has three distinct collections: Adults/Teen, Children, and Media.

The Adults/Teen collection has over 143,000 books including a large reference section, current and classical fiction, large print books, Boy Scout merit badge books, and pamphlets and periodicals on topics of current interest. Internet services are available in this area as well as many databases for Utah history, science, and literature.

The Children's collection is the largest in the State of Utah with over 104,000 books, pamphlets, magazines, and read-alongs. Librarian assisted internet access is available in the reference area.

The Media collection includes contemporary films, old-time favorites, PBS series, silent and foreign films, and instructional videos. A wide array of music, sound effects, children's literature, speeches, old-time radio programs, and a particularly exceptional collection of jazz is offered as well. Books on CD are also available. Additionally, the library offers e-books, e-audiobooks, and e-magazines.

The Library department includes the following divisions:

- Library Administration
- Access Services
- Patron Services

**Challenges addressed in this budget:**

- Provides the remaining funding needed (\$50,000) to migrate to new integrated library software (ILS) that would provide enhanced searching, discovery layering, and other desired features. This funding also includes maintenance for the new system. The library's current software has not been updated in many years due to the cost of purchasing and maintaining a new system.
- Provides funds to replace the Library's main copier (\$9,000).

**Challenges remaining:**

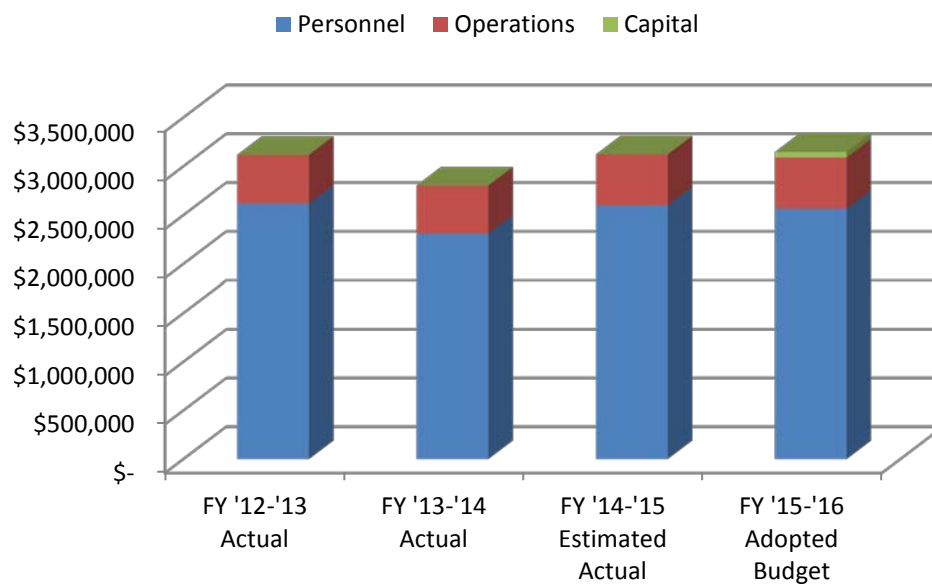
- Provide additional dedicated resources for e-materials.
- Restore maintenance and repair budget for the permanent art collection.
- Replace and/or upgrade furnishings and equipment in the Children's and Teen areas.
- Update paint on pillars, posts, and railings in the Children's wing.
- Update restrooms throughout the Children's wing.
- Install a backup generator for the Children's wing.

**CITY OF OREM  
ADOPTED BUDGET**

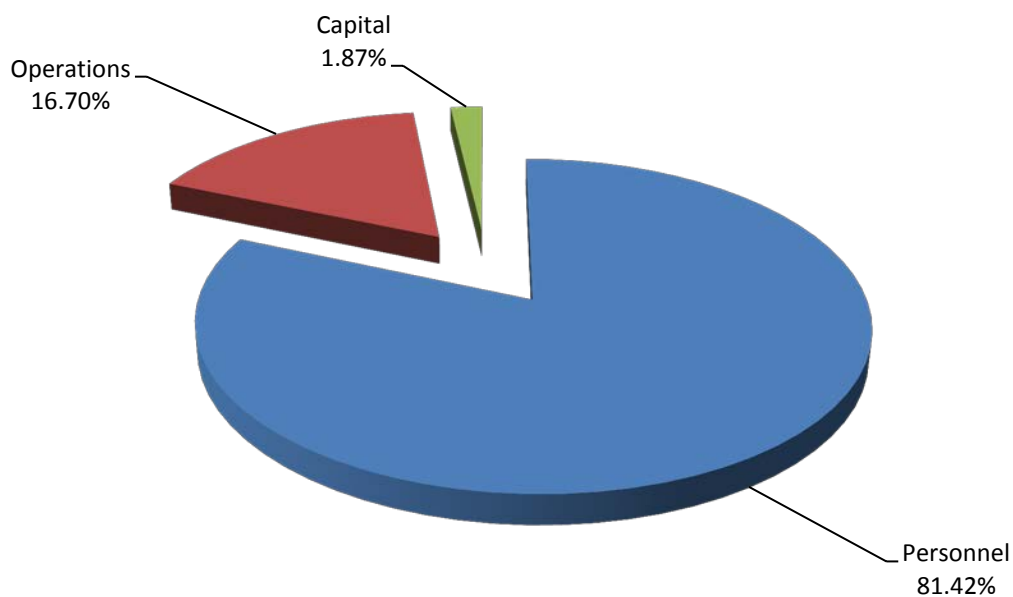
**FISCAL YEAR 2015-2016**

**LIBRARY**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**





**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**LIBRARY**

**EXPENDITURES SUMMARY**

<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Library Administration</u></b>					
Personnel	\$ 240,764	\$ 113,903	\$ 232,437	\$ 230,353	2
Operations	76,952	40,367	55,505	48,410	
Capital	-	-	-	59,000	
	<u>317,716</u>	<u>154,270</u>	<u>287,942</u>	<u>337,763</u>	
<b><u>Access Services</u></b>					
Personnel	1,073,966	866,190	1,028,091	935,385	13
Operations	331,130	341,835	310,400	316,095	
Capital	-	-	-	-	
	<u>1,405,096</u>	<u>1,208,025</u>	<u>1,338,491</u>	<u>1,251,480</u>	
<b><u>Reference &amp; Collection Services</u></b>					
Personnel	1,301,839	1,328,385	1,336,124	1,396,744	18
Operations	12,735	35,913	25,965	28,365	
Capital	-	-	-	-	
	<u>1,314,574</u>	<u>1,364,298</u>	<u>1,362,089</u>	<u>1,425,109</u>	
<b><u>Video Services</u></b>					
Personnel	-	-	-	-	0
Operations	80,159	77,048	132,750	132,750	
Capital	-	-	-	-	
	<u>80,159</u>	<u>77,048</u>	<u>132,750</u>	<u>132,750</u>	
<b><u>TOTAL LIBRARY</u></b>					
Personnel	\$ 2,616,569	\$ 2,308,478	\$ 2,596,652	\$ 2,562,482	33
Operations	500,976	495,163	524,620	525,620	
Capital	-	-	-	59,000	
<b>TOTALS</b>	<u><u>\$ 3,117,545</u></u>	<u><u>\$ 2,803,641</u></u>	<u><u>\$ 3,121,272</u></u>	<u><u>\$ 3,147,102</u></u>	

\* Number of benefitted employees

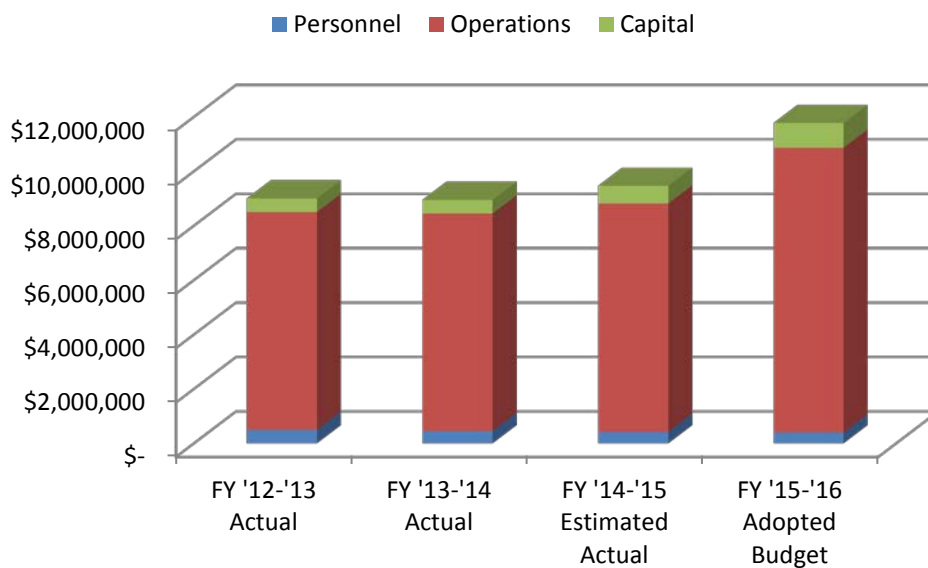
**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

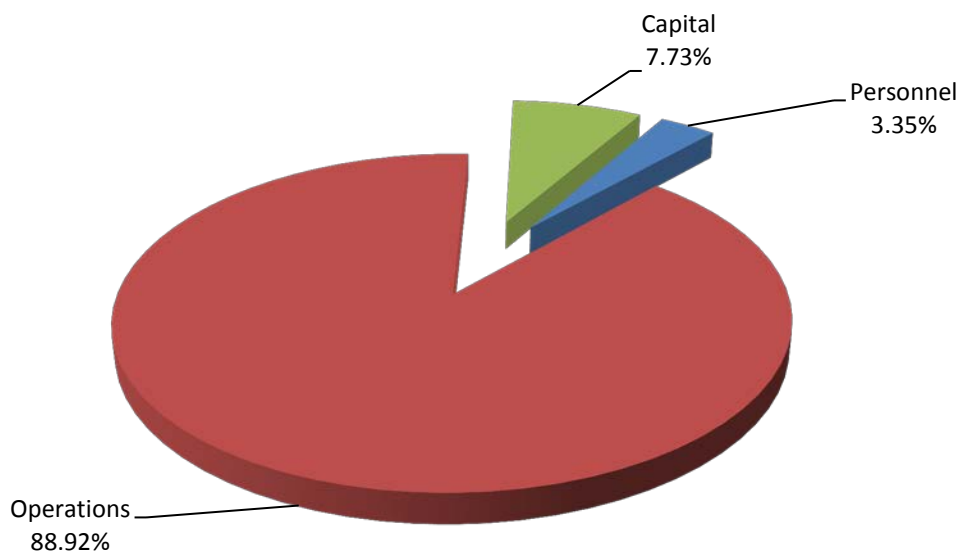
**NON-DEPARTMENTAL**

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

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**NON-DEPARTMENTAL  
EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF RET. *</b>
<b><u>Personnel</u></b>					
Retiree Benefits	\$ 84,557	\$ 134,475	\$ 225,875	\$ 120,000	13
Vacation Benefit Costs	66,453	14,574	70,000	70,000	
Other Personnel Costs	232,488	-	120,000	204,200	
	<u>383,498</u>	<u>149,049</u>	<u>415,875</u>	<u>394,200</u>	
<b><u>Operations</u></b>					
UTOPIA Operations	268,605	426,135	480,000	450,000	
Information Technology Charge	-	-	-	1,655,782	
Insurance Charge	771,139	846,705	821,705	864,720	
Purchasing / Warehouse Charge	199,206	172,074	167,013	156,891	
UTOPIA Pledge Transfer	2,808,000	2,858,983	2,916,162	2,979,443	
Sales Tax Revenue Bond Transfer	1,017,431	1,100,019	1,099,694	1,283,274	
Street Lighting Fund Transfer	764,809	453,000	600,000	660,000	
All Other Fund Transfers	1,418,279	908,570	1,736,767	1,906,900	
Contingencies	-	-	380,279	470,970	
Other Expenditures	155,250	174,743	197,000	42,000	
	<u>7,402,719</u>	<u>6,940,229</u>	<u>8,398,620</u>	<u>10,469,980</u>	
<b><u>Capital</u></b>					
Vehicle Replacement	-	-	500,000	760,000	
Vehicle Replacement - Fire Apparatus	-	-	150,000	150,000	
	<u>-</u>	<u>-</u>	<u>650,000</u>	<u>910,000</u>	
<b><u>TOTAL NON-DEPARTMENTAL</u></b>					
<b>Personnel</b>	<b>\$ 383,498</b>	<b>\$ 149,049</b>	<b>\$ 415,875</b>	<b>\$ 394,200</b>	<b>13</b>
<b>Operations</b>	<b>7,402,719</b>	<b>6,940,229</b>	<b>8,398,620</b>	<b>10,469,980</b>	
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>650,000</b>	<b>910,000</b>	
<b>TOTALS</b>	<b><u>\$ 7,786,217</u></b>	<b><u>\$ 7,089,278</u></b>	<b><u>\$ 9,464,495</u></b>	<b><u>\$ 11,774,180</u></b>	

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

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**NON-DEPARTMENTAL**

**UTOPIA SALES TAX REVENUE PLEDGE SUMMARY**

<b>FISCAL YEAR</b>	<b>ANNUAL PLEDGE AMOUNT</b>	<b>PRINCIPAL PORTION</b>	<b>INTEREST PORTION</b>
2015-2016	\$ 2,979,443	\$ 87,772	\$ 2,891,671
2016-2017	3,039,032	153,318	2,885,714
2017-2018	3,099,813	217,636	2,882,177
2018-2019	3,161,809	281,904	2,879,905
2019-2020	3,225,044	360,454	2,864,590
2020-2021	3,289,546	447,785	2,841,761
2021-2022	3,355,337	542,308	2,813,029
2022-2023	3,422,444	646,132	2,776,312
2023-2024	3,490,892	752,135	2,738,757
2024-2025	3,560,710	874,831	2,685,879
2025-2026	3,631,924	1,005,775	2,626,149
2026-2027	3,704,563	1,149,648	2,554,915
2027-2028	3,778,654	1,244,906	2,533,748
2028-2029	3,854,227	1,413,296	2,440,931
2029-2030	3,931,312	1,586,153	2,345,159
2030-2031	4,009,938	1,779,571	2,230,367
2031-2032	4,090,136	1,988,169	2,101,967
2032-2033	4,171,940	2,218,378	1,953,562
2033-2034	4,255,378	2,462,495	1,792,883
2034-2035	4,340,486	2,728,019	1,612,467
2035-2036	4,427,296	3,013,844	1,413,452
2036-2037	4,515,841	3,325,951	1,189,890
2037-2038	4,606,158	3,660,141	946,017
2038-2039	4,698,281	4,221,985	476,296
2039-2040	4,385,584	4,198,382	187,202
<b>GRAND TOTALS</b>	<b>\$ 95,025,788</b>	<b>\$ 40,360,988</b>	<b>\$ 54,664,800</b>

**UTOPIA CITIES**

**PARTICIPATION %**

West Valley City	27.99%
<b>Orem City</b>	<b>21.84%</b>
Layton City	16.72%
Murray City	12.32%
Midvale City	6.07%
Brigham City	3.35%
Centerville City	3.33%
Lindon City	3.08%
Tremonton City	2.53%
Payson City	1.95%
Perry City	0.82%
	<u>100.00%</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**ROAD  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**ROAD FUND**

**OVERVIEW**

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

The City established a guideline that State Road funds would be spent for the purpose of major city street maintenance work and not for bonding of road projects. With this goal, it is the City's intent to focus as much of these funds as possible on maintaining city streets in a good condition. Crack sealing, slurry sealing, micro surfacing, and street overlays are the mainstay methods of maintaining city streets. The City's goal is to spend 75% of the funds received from UDOT for these major maintenance programs.

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

**REVENUES**

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

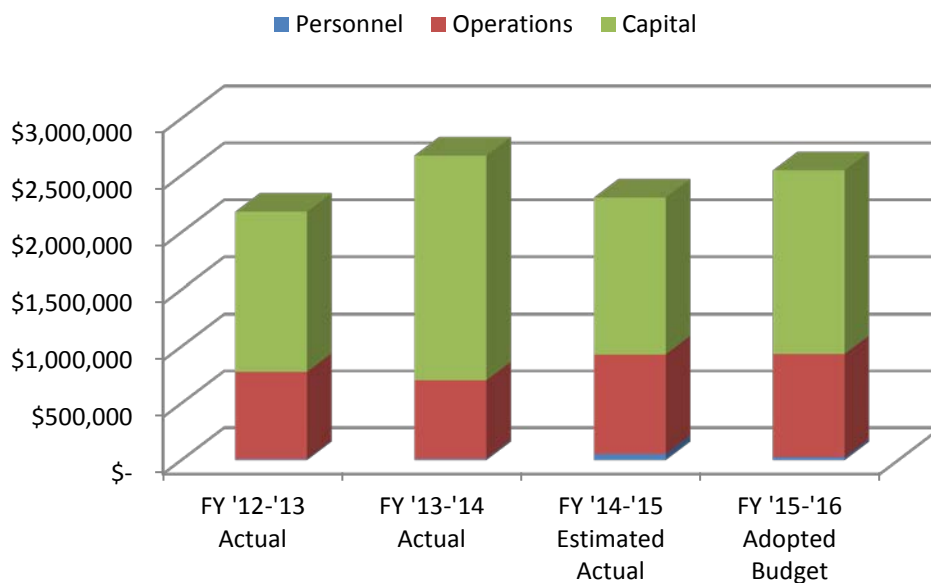
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Revenues - B&C Road Funds	\$ 2,480,481	\$ 2,372,424	\$ 2,300,000	\$ 2,540,000
Interest Earnings	13,423	11,800	5,000	5,000
Sale of Fixed Assets	-	14,903	-	-
<b>FUND TOTALS</b>	<b>\$ 2,493,904</b>	<b>\$ 2,399,127</b>	<b>\$ 2,305,000</b>	<b>\$ 2,545,000</b>

# CITY OF OREM ADOPTED BUDGET

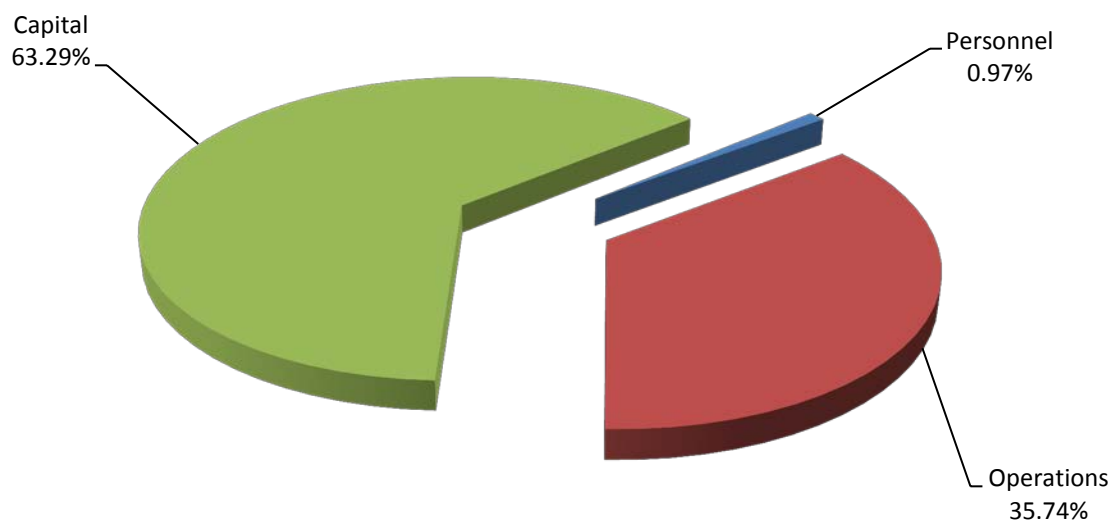
FISCAL YEAR 2015-2016

## ROAD FUND

### EXPENDITURES COMPARISON BY FISCAL YEAR



### EXPENDITURES BY CATEGORY (FY '15-'16)



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**ROAD FUND**

**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Personnel</u></b>					
Salaries & Wages - Variable Hour	\$ 6,012	\$ 9,516	\$ 49,942	\$ 21,901	0
Salaries & Wages - Overtime	-	195	798	959	
Fringe Benefits	432	697	3,788	1,816	
	<u>6,444</u>	<u>10,408</u>	<u>54,528</u>	<u>24,676</u>	
<b><u>Operations</u></b>					
Employee Development	-	687	5,000	5,000	
Supplies	901	-	4,500	4,500	
Equipment	25,858	20,013	28,000	25,500	
Fuel	800	780	1,000	1,000	
Maintenance & Repair	10,003	9,159	14,000	21,000	
Professional & Technical Services	2,233	2,940	8,900	9,000	
Materials - Road & Sidewalk	415,060	359,789	506,415	506,415	
Administration Charge	288,000	271,200	275,667	304,463	
Other Expenditures	26,960	27,858	32,760	32,760	
	<u>769,815</u>	<u>692,426</u>	<u>876,242</u>	<u>909,638</u>	
<b><u>Capital</u></b>					
Street Overlay / Reconstruction	552,493	850,032	424,230	240,000	
Street Striping	104,469	123,252	100,000	100,000	
Street Sealing	300,408	300,469	315,000	300,000	
Slurry Seals	407,061	406,931	350,000	400,000	
Micro-Surfacing & Other Projects	-	247,828	-	255,686	
Vehicle & Equipment Replacement	39,555	43,251	185,000	315,000	
	<u>1,403,986</u>	<u>1,971,763</u>	<u>1,374,230</u>	<u>1,610,686</u>	
<b><u>TOTAL ROAD FUND</u></b>					
<b>Personnel</b>	<b>\$ 6,444</b>	<b>\$ 10,408</b>	<b>\$ 54,528</b>	<b>\$ 24,676</b>	<b>0</b>
<b>Operations</b>	<b>769,815</b>	<b>692,426</b>	<b>876,242</b>	<b>909,638</b>	
<b>Capital</b>	<b>1,403,986</b>	<b>1,971,763</b>	<b>1,374,230</b>	<b>1,610,686</b>	
<b>TOTALS</b>	<b><u>\$ 2,180,245</u></b>	<b><u>\$ 2,674,597</u></b>	<b><u>\$ 2,305,000</u></b>	<b><u>\$ 2,545,000</u></b>	

\* Number of benefitted employees

<b>CAPITAL BUDGET</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
Street Overlay / Reconstruction	\$ 441,000	\$ 440,000	\$ 425,000	\$ 401,000
Street Striping	100,000	100,000	100,000	100,000
Street Sealing	300,000	300,000	300,000	300,000
Slurry Seals	450,000	450,000	450,000	450,000
Micro-Surfacing	100,000	100,000	100,000	100,000
Vehicle & Equipment Replacement	209,000	210,000	225,000	249,000
<b>TOTALS</b>	<b><u>\$ 1,600,000</u></b>	<b><u>\$ 1,600,000</u></b>	<b><u>\$ 1,600,000</u></b>	<b><u>\$ 1,600,000</u></b>



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CARE TAX  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CARE TAX FUND**

**OVERVIEW**

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

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

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

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

**Challenges addressed in this budget:**

- Study to identify the best use of the CARE tax throughout our community.

**Challenges remaining:**

- Implement a plan that is responsive to the wishes of the majority of citizens.

**REVENUES**

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

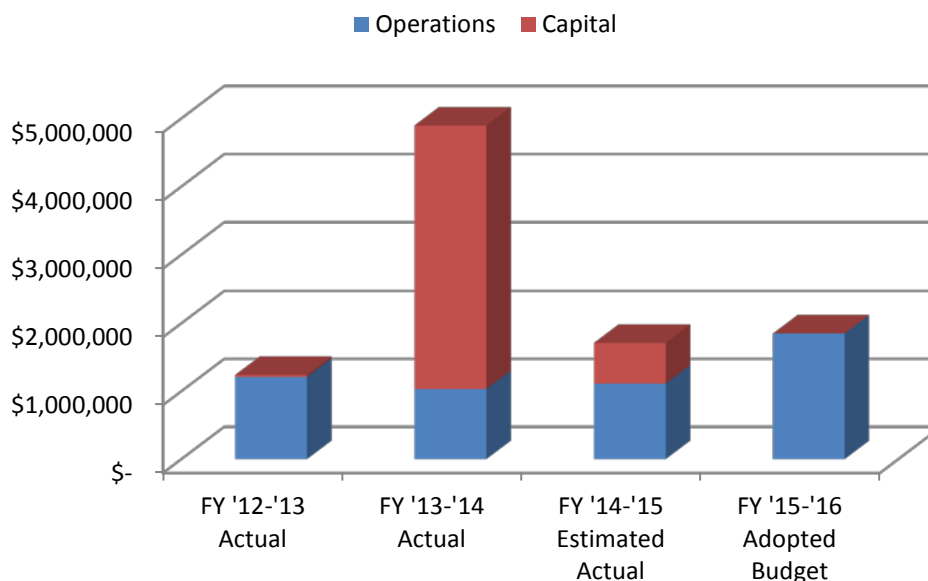
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>ADOPTED</b>
	<b>FY '12-'13</b>	<b>FY '13-'14</b>	<b>ACTUAL</b>	<b>BUDGET</b>
	<b>FY '14-'15</b>	<b>FY '15-'16</b>		
Sales Taxes - CARE Tax	\$ 1,711,475	\$ 1,811,395	\$ 1,680,000	\$ 1,825,000
Interest Earnings	29,982	22,976	30,000	25,000
<b>FUND TOTALS</b>	<b>\$ 1,741,457</b>	<b>\$ 1,834,371</b>	<b>\$ 1,710,000</b>	<b>\$ 1,850,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CARE TAX FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES SUMMARY**

EXPENDITURE CATEGORY	ACTUAL FY '12-'13	ACTUAL FY '13-'14	ESTIMATED ACTUAL FY '14-'15	ADOPTED BUDGET FY '15-'16
<b><u>Operations</u></b>				
Scera - Major Grant	\$ 610,000	\$ 510,000	\$ 535,000	\$ -
Hale Theater Orem - Major Grant	455,708	388,000	340,088	-
Utah Regional Ballet - Major Grant	40,000	40,000	35,000	-
Utah Valley Symphony - Major Grant	8,000	8,000	3,827	-
Minor Grants	53,638	60,997	49,998	-
Administration Charge	22,293	23,045	24,750	24,750
Other Expenditures	22,969	1,705	123,337	1,825,250
	<u>1,212,608</u>	<u>1,031,747</u>	<u>1,112,000</u>	<u>1,850,000</u>
<b><u>Capital</u></b>				
Fitness Center Addition & Improvements	-	3,614,065	598,000	-
Ballfield Improvements	-	248,892	-	-
Scera Shell Removable Handrails	21,644	1,879	-	-
Other Improvements	5,219	-	-	-
	<u>26,863</u>	<u>3,864,836</u>	<u>598,000</u>	<u>-</u>
<b><u>TOTAL CARE TAX FUND</u></b>				
Operations	\$ 1,212,608	\$ 1,031,747	\$ 1,112,000	\$ 1,850,000
Capital	26,863	3,864,836	598,000	-
<b>TOTALS</b>	<u>\$ 1,239,471</u>	<u>\$ 4,896,583</u>	<u>\$ 1,710,000</u>	<u>\$ 1,850,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**



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



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**DEBT  
SERVICE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**DEBT SERVICE FUND**

**OVERVIEW**

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

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

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Property Taxes - General Obligation Bonds	\$ 1,946,443	\$ 1,934,099	\$ 1,939,601	\$ 1,918,650
Interest Earnings	3,157	5,088	-	-
Miscellaneous Revenues - SID	1,418,180	259,058	687,225	354,600
Contributions from Other Funds	4,540,171	4,679,387	4,714,290	4,983,064
<b>FUND TOTALS</b>	<b>\$ 7,907,951</b>	<b>\$ 6,877,632</b>	<b>\$ 7,341,116</b>	<b>\$ 7,256,314</b>

# CITY OF OREM ADOPTED BUDGET

**FISCAL YEAR 2015-2016**

## 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, 2015</u>	<u>FISCAL YEAR 2015-2016 PAYMENTS</u>
<b><u>General Obligations Bonds</u></b>					
General Obligation Refunding Bonds, Series 2004	3.0% to 4.0%	2016-2017	\$ 3,975,000	\$ 905,000	\$ 471,150
General Obligation Refunding Bonds, Series 2009	2.75% to 5.0%	2018-2019	2,865,000	1,280,000	348,600
General Obligation Refunding Bonds, Series 2014	0.25% to 3.0%	2024-2025	9,645,000	9,645,000	1,096,900
			16,485,000	11,830,000	1,916,650
<b><u>Revenue Bonds</u></b>					
Canyon River Special Improvement District, Series 2001	5.00%	2015-2016	3,680,000	215,000	225,750
Sales Tax Revenue Refunding Bonds, Series 2007	3.8% to 5.0%	2022-2023	5,720,000	4,995,000	1,281,274
Franchise Tax Revenue Refunding Bonds, Series 2010	2.125% to 5.125%	2017-2018	4,375,000	1,750,000	683,031
Northgate Special Improvement District, Series 2010	7.75%	2025-2026	1,915,000	940,000	847,850
			15,690,000	7,900,000	3,037,905
<b><u>Other</u></b>					
Parks and Open Space Land Purchase Note - 2000	6.00%	2020-2021	391,000	165,092	33,615
			391,000	165,092	33,615
<b>Grand Total - Debt Service Fund Indebtedness</b>			<b>\$ 32,566,000</b>	<b>\$ 19,895,092</b>	<b>\$ 4,988,170</b>

### TYPE & NAME OF INDEBTEDNESS

### PURPOSE OF BOND

#### **General Obligations Bonds**

General Obligation Refunding Bonds, Series 2004  
General Obligation Refunding Bonds, Series 2009  
General Obligation Refunding Bonds, Series 2014

Refunded 1997 General Obligation Road Construction Bonds.  
Refunded 1998 General Obligation Road Construction Bonds.  
Refunded 2005 & 2006 General Obligation Road Construction Bonds.

#### **Revenue Bonds**

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

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

#### **Other**

Parks and Open Space Land Purchase Note - 2000

Recreation property purchase.

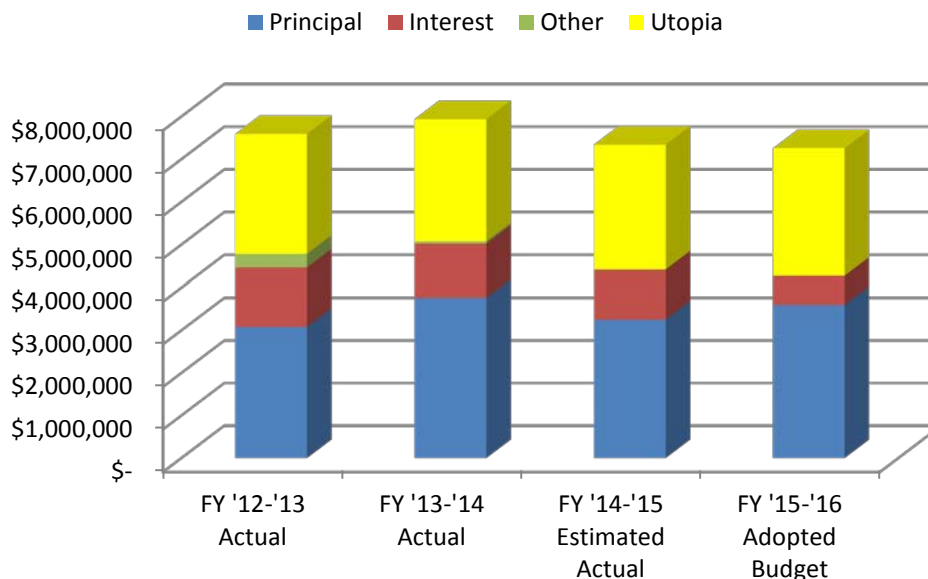
Note: Additional debt obligations not paid for through the Debt Service Fund are listed in the Overview section on page 20.

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**DEBT SERVICE FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES SUMMARY**

EXPENDITURE CATEGORY	ACTUAL FY '12-'13	ACTUAL FY '13-'14	ESTIMATED ACTUAL FY '14-'15	ADOPTED BUDGET FY '15-'16
<b><u>Principal</u></b>				
General Obligation Bonds	\$ 1,310,000	\$ 1,350,000	\$ 1,410,000	\$ 1,630,000
Revenue Bonds	1,752,000	2,388,000	1,818,000	1,935,000
Other Debt Issuances	18,714	21,621	22,955	24,370
	<u>3,080,714</u>	<u>3,759,621</u>	<u>3,250,955</u>	<u>3,589,370</u>
<b><u>Interest</u></b>				
General Obligation Bonds	634,744	582,250	526,851	286,650
Revenue Bonds	736,979	670,034	625,538	382,906
Other Debt Issuances	12,100	11,994	10,660	9,245
	<u>1,383,823</u>	<u>1,264,278</u>	<u>1,163,049</u>	<u>678,801</u>
<b><u>Other</u></b>				
UTOPIA Pledge	2,807,596	2,863,747	2,916,162	2,979,443
Trustee Fees	8,800	9,100	10,950	8,700
Other Costs	309,053	41,598	-	-
	<u>3,125,449</u>	<u>2,914,445</u>	<u>2,927,112</u>	<u>2,988,143</u>
<b><u>TOTAL DEBT SERVICE FUND</u></b>				
<b>Principal</b>	<b>\$ 3,080,714</b>	<b>\$ 3,759,621</b>	<b>\$ 3,250,955</b>	<b>\$ 3,589,370</b>
<b>Interest</b>	<b>1,383,823</b>	<b>1,264,278</b>	<b>1,163,049</b>	<b>678,801</b>
<b>Other</b>	<b>3,125,449</b>	<b>2,914,445</b>	<b>2,927,112</b>	<b>2,988,143</b>
<b>TOTALS</b>	<b><u>\$ 7,589,986</u></b>	<b><u>\$ 7,938,344</u></b>	<b><u>\$ 7,341,116</u></b>	<b><u>\$ 7,256,314</u></b>



**CAPITAL  
IMPROVEMENT  
PROJECTS  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

**OVERVIEW**

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

**Challenges addressed in this budget:**

- Provides contingency funding for emergency projects.

**Challenges remaining:**

- Ongoing source of funding for capital improvement projects.
- 800 South interchange and traffic calming project.
- 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.
- Utah Valley University traffic growth.
- Participate in and provide guidance for transportation studies such as the North County Transit Study.
- Widen 1600 North from 1200 West to State Street.

**REVENUES**

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

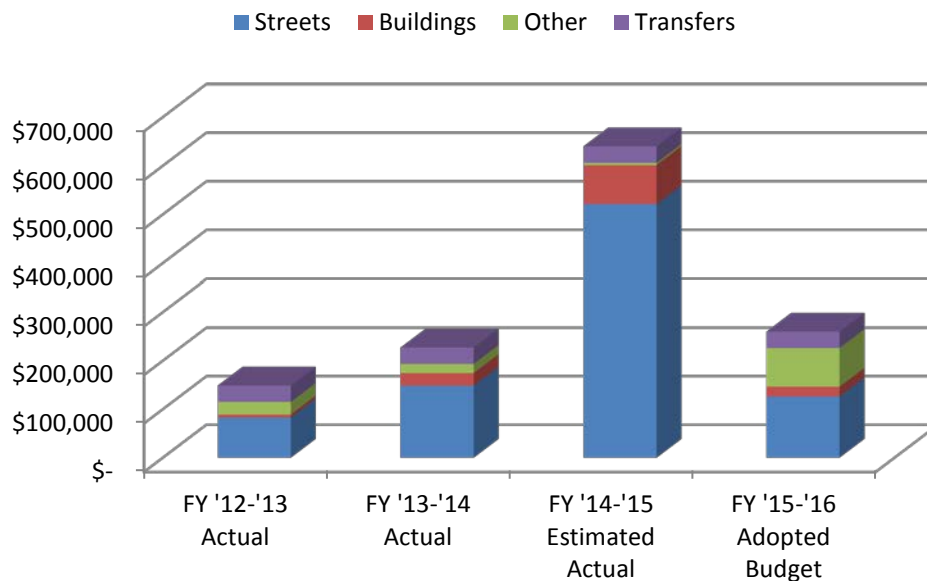
	ACTUAL	ACTUAL	ESTIMATED	ADOPTED
REVENUE DESCRIPTION	FY '12 - '13	FY '13 - '14	ACTUAL FY '14 - '15	BUDGET FY '15 - '16
Sale of Fixed Assets	\$ 48,275	\$ -	\$ -	\$ -
Miscellaneous Revenues	10,825	35,878	-	-
Lease Revenues - Cell Towers	244,054	264,004	240,000	260,000
Contributions from Other Funds	530,000	-	3,789,170	-
<b>FUND TOTALS</b>	<b>\$ 833,154</b>	<b>\$ 299,882</b>	<b>\$ 4,029,170</b>	<b>\$ 260,000</b>

# CITY OF OREM ADOPTED BUDGET

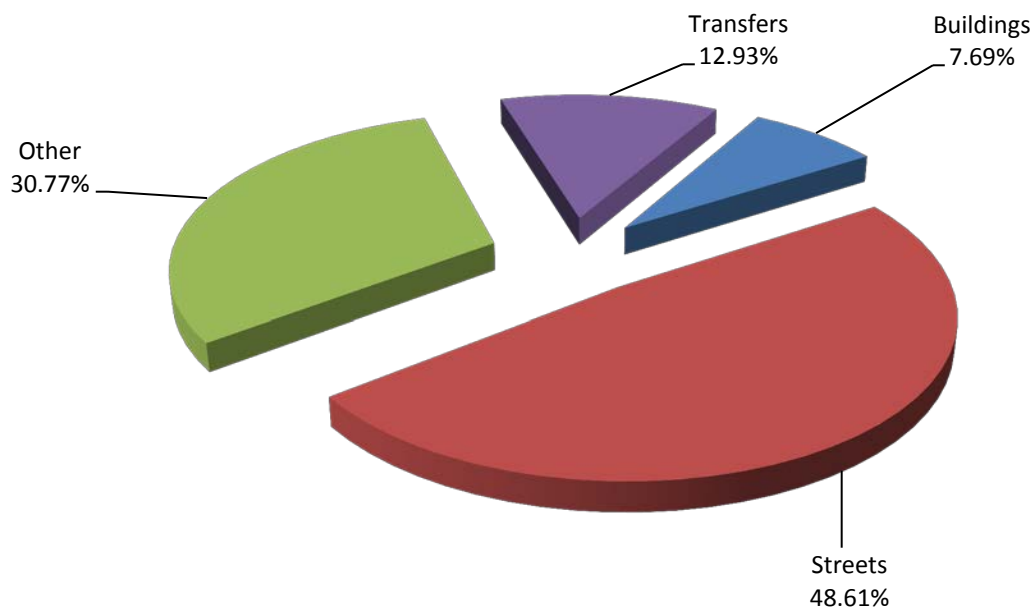
FISCAL YEAR 2015-2016

## CAPITAL IMPROVEMENT PROJECTS (CIP) FUND

### EXPENDITURES COMPARISON BY FISCAL YEAR



### EXPENDITURES BY CATEGORY (FY '15-'16)



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<b><u>CIP - Streets</u></b>				
Center Street / Geneva Road to I-15	\$ -	\$ -	\$ 67,000	\$ -
Center Street / State Street to 1000 West	-	-	400,000	-
I-15 Project - Interchange Betterments	71,960	-	-	-
Miscellaneous Street Improvements	10,946	148,885	54,385	126,385
	<u>82,906</u>	<u>148,885</u>	<u>521,385</u>	<u>126,385</u>
<b><u>CIP - Buildings</u></b>				
City Center & Council Chamber Improvements	1,988	-	60,000	-
HVAC System Controls - Library & Sr. Ctr	-	25,753	-	-
Miscellaneous Building Improvements	4,284	-	20,000	20,000
	<u>6,272</u>	<u>25,753</u>	<u>80,000</u>	<u>20,000</u>
<b><u>CIP - Parks</u></b>				
Other Expenses	-	3,455	-	-
	<u>-</u>	<u>3,455</u>	<u>-</u>	<u>-</u>
<b><u>CIP - Other</u></b>				
Vehicle & Equipment Replacement	25,997	293	5,000	5,000
Other Expenses	-	15,280	-	75,000
	<u>25,997</u>	<u>15,573</u>	<u>5,000</u>	<u>80,000</u>
<b><u>CIP - Transfers to Other Funds</u></b>				
Contribution to Debt Service Fund - Miner	33,615	33,616	33,615	33,615
	<u>33,615</u>	<u>33,616</u>	<u>33,615</u>	<u>33,615</u>
<b><u>TOTAL CIP FUND</u></b>				
<b>CIP - Streets</b>	<b>\$ 82,906</b>	<b>\$ 148,885</b>	<b>\$ 521,385</b>	<b>\$ 126,385</b>
<b>CIP - Buildings</b>	<b>6,272</b>	<b>25,753</b>	<b>80,000</b>	<b>20,000</b>
<b>CIP - Parks</b>	<b>-</b>	<b>3,455</b>	<b>-</b>	<b>-</b>
<b>CIP - Other</b>	<b>25,997</b>	<b>15,573</b>	<b>5,000</b>	<b>80,000</b>
<b>CIP - Transfers to Other Funds</b>	<b>33,615</b>	<b>33,616</b>	<b>33,615</b>	<b>33,615</b>
<b>TOTALS</b>	<b><u>\$ 148,790</u></b>	<b><u>\$ 227,282</u></b>	<b><u>\$ 640,000</u></b>	<b><u>\$ 260,000</u></b>

<b>CAPITAL PROJECTS</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
Street Construction / Improvements	\$ 597,500	\$ 621,500	\$ 517,000	\$ 595,000
Building Construction / Improvements	-	-	-	-
Parks Construction / Improvements	264,000	275,000	295,000	200,000
Vehicle & Equipment Replacement	65,000	5,000	5,000	5,000
<b>TOTALS</b>	<b><u>\$ 926,500</u></b>	<b><u>\$ 901,500</u></b>	<b><u>\$ 817,000</u></b>	<b><u>\$ 800,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

**PROJECTED CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>CIP - Streets</u></b>				
Flashing Yellow Arrow Upgrades	\$ 135,000	\$ -	\$ 367,000	\$ 365,000
Upgrade signalized intersections to flashing yellow arrow to improve safety, uniformity, and efficiency at these intersections. Three in FY 2017, seven in FY 2019, and nine in FY 2020.				
Right Turn Lane NB - 400 S & Orem Blvd	\$ 60,000	\$ -	\$ -	\$ -
Add right turn lane to improve efficiency, safety, and reduce delay to northbound traffic along Orem Blvd. Project should be done in correlation with planned improvements at Midtown 360.				
Right Turn Lane EB - 400 S & State Street	\$ 50,000	\$ -	\$ -	\$ -
Add right turn lane to improve efficiency, safety, and reduce delay to eastbound traffic along 400 South. UDOT would relocate the signal pole at the corner if Orem City acquired the right-of-way.				
ADA Ramps Compliance	\$ 12,000	\$ -	\$ -	\$ -
Improve two signal locations not in compliance with ADA for ramps and push buttons. Intersections at 800 East Center Street (SE corner) and 400 North Orem Blvd (NE, SE, & SW corners).				
Microsurfacing Projects	\$ 260,000	\$ 180,000	\$ -	\$ -
In FY 2017, 800 S from State Street to 800 E (\$40,000) and 800 E from 1600 N to 1200 N & 800 N to University Parkway (\$220,000). In FY 2018, Orem Boulevard from 400 W to 1200 W.				
MAG Funded Projects	\$ 10,500	\$ 91,500	\$ 100,000	\$ 150,000
For FY 2017 & 2018, this is for an ITS-Phase II project to upgrade signalized intersection infrastructure to include controllers, detection, and other signal equipment. For FY 2019 & 2020, this is a funding placeholder for future projects.				
Corridor Study - 1600 North	\$ 70,000	\$ -	\$ -	\$ -
Study widening of 1600 North from 1200 West to State Street. Includes preliminary engineering & environmental assessments.				
Traffic Signal - New	\$ -	\$ 300,000	\$ -	\$ -
Project to be determined by Transportation Master Plan priority list.				
Rapid Rectangular Flashing Beacon (RRFB)	\$ -	\$ 50,000	\$ 50,000	\$ -
Activated pedestrian crossing project to be determined by Transportation Master Plan priority list.				
HAWK Signal	\$ -	\$ -	\$ -	\$ 80,000
Add signal near 2000 N & 80 E (Murdock Trail Crossing) to improve pedestrian and bike safety.				
<b>Subtotal - CIP - Streets</b>	<b>\$ 597,500</b>	<b>\$ 621,500</b>	<b>\$ 517,000</b>	<b>\$ 595,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENT PROJECTS (CIP) FUND**

**PROJECTED CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>CIP - Parks</u></b>				
Scera Park	\$ 100,000	\$ -	\$ 50,000	\$ -
For FY 2017, update north existing playground equipment. For FY 2019, sprinkler system				
City Center Park	\$ 50,000	\$ -	\$ -	\$ -
Sprinkler system renovation and/or replacement.				
Cemetery Improvements	\$ 114,000	\$ -	\$ 120,000	\$ -
For FY 2017, sprinkler system upgrade for Sections A, D, & E (\$60,000) and new interior roads to the lower cemetery area (\$54,000). For FY 2019, overlay upper cemetery roads.				
Bonneville Park	\$ -	\$ 125,000	\$ -	\$ -
Tennis court rebuild. Possibly reprogram for pickleball, basketball, etc.				
Northridge Park	\$ -	\$ 50,000	\$ -	\$ -
Replace asphalt walking path.				
Windsor Park	\$ -	\$ 100,000	\$ -	\$ -
Update existing playground equipment.				
Hillcrest Park	\$ -	\$ -	\$ 125,000	\$ -
Tennis court rebuild. Possibly reprogram for pickleball, basketball, etc.				
Community Park	\$ -	\$ -	\$ -	\$ 200,000
Replace asphalt walking path (\$50,000), upgrade existing playground equipment (\$100,000), and renovate sprinkler system (\$50,000).				
<b>Subtotal - CIP - Parks</b>	<b>\$ 264,000</b>	<b>\$ 275,000</b>	<b>\$ 295,000</b>	<b>\$ 200,000</b>
<b><u>CIP - Vehicles &amp; Equipment</u></b>				
ITS Equipment	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Replace/Update ITS Traffic equipment.				
Traffic Data Collection Trailers	\$ 60,000	\$ -	\$ -	\$ -
Two trailers with fisheye detection cameras to collect intersection traffic data year round. Currently, data collection has to be shut down during the winter months.				
<b>Subtotal - CIP - Vehicles &amp; Equipment</b>	<b>\$ 65,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>GRAND TOTAL - CAPITAL PROJECTS</b>	<b>\$ 926,500</b>	<b>\$ 901,500</b>	<b>\$ 817,000</b>	<b>\$ 800,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER FUND**

**OVERVIEW**

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

The water distribution system consists of 477 miles of water mains and service lines serving over 22,000 customers.

The water supply system consists of three general sources of water that includes surface water (60%), deep wells (25%), and springs (15%). The majority of the City's culinary water comes from rivers and lakes (referred to as surface water). Most of this water comes from the Provo River system which includes Deer Creek and Jordanelle reservoirs. Surface water is treated by the Central Utah Water Conservancy District (CUCWD) at its Utah Valley Water Treatment Plant before entering the City's distribution system. The remaining culinary water comes from nine deep wells that require no filtration before entering the City's distribution system and two natural springs in Provo Canyon (Alta and Canyon).

**Challenges addressed in this budget:**

- Provides funds necessary to maintain the water collection and distribution systems.
- Provides 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.
- Provides funds to replace some 4" water lines in the City (\$100,000).
- Provides funds to replace several vehicles (\$315,000).

**Challenges remaining:**

- Identify funding to enable the City to replace water lines and other infrastructure identified in the 2000 & 2015 Water Master Plans.
- 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.



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**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 '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Water Sales	\$ 10,044,784	\$ 10,086,652	\$ 10,285,000	\$ 10,405,000
Water Fees	642,356	653,584	612,500	612,500
Water Connection Fees	113,919	167,893	100,000	100,000
Interest Earnings	48,672	51,457	40,000	40,000
Amortization of Bond Premiums	29,112	29,112	11,000	11,000
Sale of Fixed Assets	1,300	8,533	-	-
Miscellaneous Revenues	257,111	1,575,720	370,500	400,500
Contributed Lines / Assets	54,080	391,744	-	-
Contributions from Other Funds	105,370	94,931	892,377	899,440
<b>FUND TOTALS</b>	<b>\$ 11,296,704</b>	<b>\$ 13,059,626</b>	<b>\$ 12,311,377</b>	<b>\$ 12,468,440</b>

**RATES**

Usage Charges

All Meter Sizes - Per 1,000 gallons	\$ 0.58	\$ 0.58	\$ 0.58	\$ 0.58
-------------------------------------	---------	---------	---------	---------

Base Rate Charges

3/4" Meter - Cost per month	\$ 13.07	\$ 13.69	\$ 13.94	\$ 14.19
1" Meter - Cost per month	33.12	34.69	35.32	35.95

(For all other meter sizes, see page 15 in Appendix B - Fees & Charges)

Connection Fees

3/4" Meter - Non-participating	\$ 2,075.00	\$ 2,075.00	\$ 2,075.00	\$ 2,075.00
3/4" Meter - Participating	549.00	549.00	549.00	549.00
1" Meter - Non-participating	2,191.00	2,191.00	2,191.00	2,191.00
1" Meter - Participating	665.00	665.00	665.00	665.00

(For all other meter sizes, see page 16 in Appendix B - Fees & Charges)

Water Rights Impact Fees

Single Family Home - 3/4" Meter	\$ 3,698.52	\$ 3,698.52	\$ 3,698.52	\$ 3,698.52
Condominium	\$ 2,138.72	\$ 2,138.72	\$ 2,138.72	\$ 2,138.72
Small Commercial 3/4" Meter	\$ 1,592.79	\$ 1,592.79	\$ 1,592.79	\$ 1,592.79

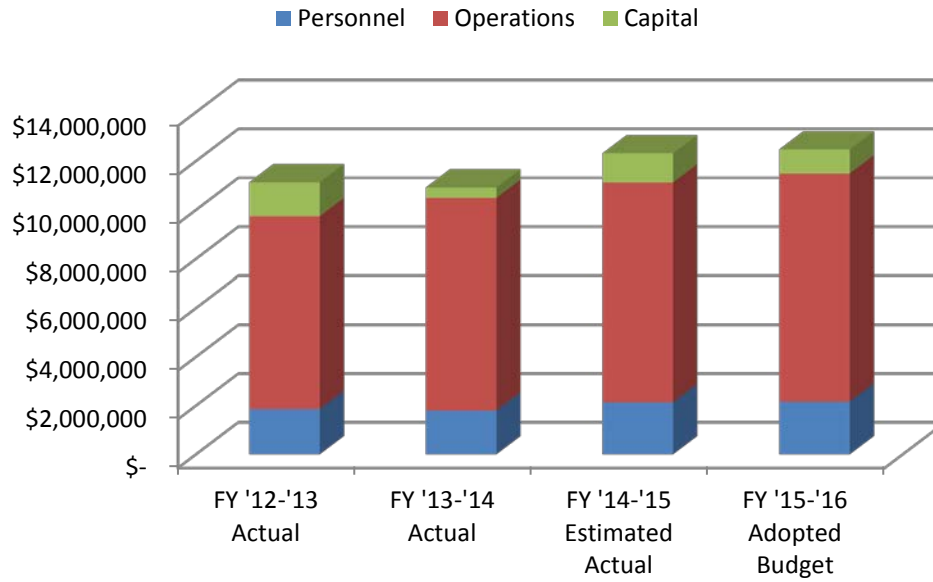
(For all other development types, see page 17 in Appendix B - Fees & Charges)

**CITY OF OREM  
ADOPTED BUDGET**

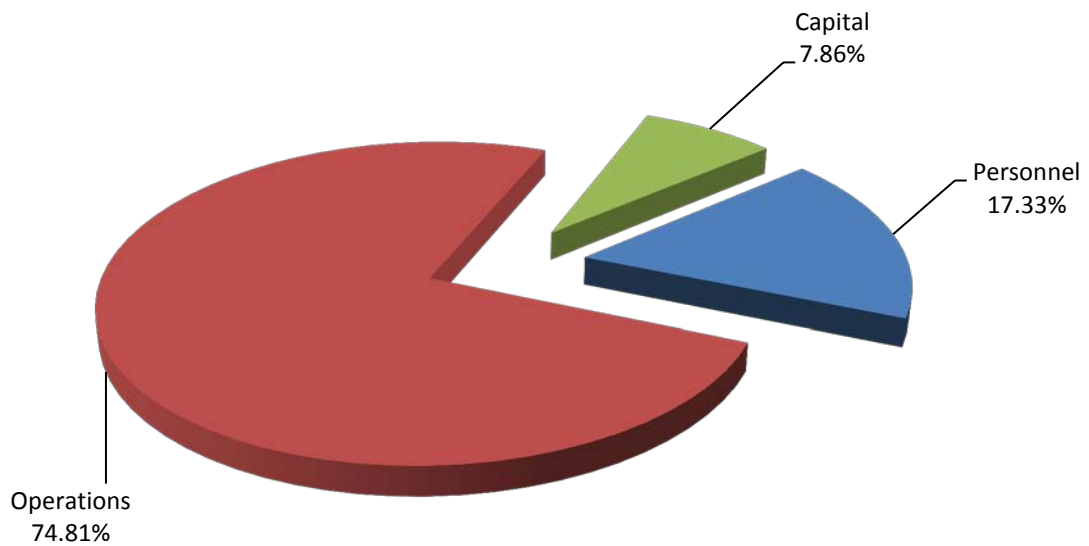
**FISCAL YEAR 2015-2016**

**WATER FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER FUND**

**EXPENDITURES SUMMARY**

<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Water Administration</u></b>					
Personnel	\$ 233,511	\$ 238,010	\$ 243,966	\$ 258,512	2
Operations	3,689,254	4,566,374	4,379,894	4,407,007	
Capital	4,051	-	-	-	
	<u>3,926,816</u>	<u>4,804,384</u>	<u>4,623,860</u>	<u>4,665,519</u>	
<b><u>Water Supply &amp; Pumping</u></b>					
Personnel	626,381	599,068	795,632	689,611	7
Operations	3,746,434	3,718,268	4,007,170	4,319,276	
Capital	81,623	18,387	142,000	130,000	
	<u>4,454,438</u>	<u>4,335,723</u>	<u>4,944,802</u>	<u>5,138,887</u>	
<b><u>Water Distribution</u></b>					
Personnel	991,881	956,522	898,439	992,718	13
Operations	448,542	411,481	565,221	569,395	
Capital	20,783	24,625	392,000	185,000	
	<u>1,461,206</u>	<u>1,392,628</u>	<u>1,855,660</u>	<u>1,747,113</u>	
<b><u>Water Meter Reading</u></b>					
Personnel	-	-	192,763	219,499	2
Operations	-	-	38,909	31,818	
Capital	-	-	35,000	-	
	<u>-</u>	<u>-</u>	<u>266,672</u>	<u>251,317</u>	
<b><u>Water Capital Projects</u></b>					
Capital	1,282,148	381,692	620,383	665,604	
	<u>1,282,148</u>	<u>381,692</u>	<u>620,383</u>	<u>665,604</u>	
<b><u>TOTAL WATER FUND</u></b>					
Personnel	\$ 1,851,773	\$ 1,793,600	\$ 2,130,800	\$ 2,160,340	24
Operations	7,884,230	8,696,123	8,991,194	9,327,496	
Capital	1,388,605	424,704	1,189,383	980,604	
<b>TOTALS</b>	<u>\$ 11,124,608</u>	<u>\$ 10,914,427</u>	<u>\$ 12,311,377</u>	<u>\$ 12,468,440</u>	

\* Number of benefitted employees

<b>CAPITAL BUDGET</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
Waterline Replacements - 4"	\$ 300,000	\$ 300,000	\$ 320,000	\$ -
SW Area Improvements	600,000	610,000	630,000	-
Automated Meter Reading Technology	2,140,000	2,200,000	2,270,000	2,330,000
Miscellaneous Water Projects - Identified	2,350,000	3,300,000	4,650,000	7,190,000
Miscellaneous Water Projects - Unidentified	75,000	80,000	85,000	85,000
Vehicle & Equipment Replacement	380,000	340,000	320,000	273,000
<b>TOTALS</b>	<u>\$ 5,845,000</u>	<u>\$ 6,830,000</u>	<u>\$ 8,275,000</u>	<u>\$ 9,878,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER FUND**

**CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>Water System</u></b>					
Waterline - 400 West	\$ 500,000	\$ -	\$ -	\$ -	\$ -
	Replace waterline on 400 West from Center Street to 800 South.				
Waterline Replacements - 4"	\$ 100,000	\$ 300,000	\$ 300,000	\$ 320,000	\$ -
	Convert old 4" waterlines to new standard 8" waterlines.				
Auto Meter Read Technology	\$ -	\$ 2,140,000	\$ 2,200,000	\$ 2,270,000	\$ 2,330,000
	Replace every water meter in the city with new automated meters which would eliminate physically reading each meter as well as providing reads during the winter.				
Tertiary Treatment OWRF	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -
	Construct a final filter for OWRF effluent to allow for water reuse.				
Waterline to Lakeside Park	\$ -	\$ 200,000	\$ -	\$ -	\$ -
	Install 12" reuse waterline to Lakeside Park.				
Booster Station - WRF	\$ -	\$ 160,000	\$ -	\$ -	\$ -
	Add booster station from WRF to Sleepy Ridge Golf Course pond.				
Booster Station - Sleepy Ridge	\$ -	\$ 690,000	\$ -	\$ -	\$ -
	Add booster station at Sleepy Ridge Golf Course pond.				
Well	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -
	Drill new deep well.				
Storage Tank	\$ -	\$ -	\$ -	\$ 4,650,000	\$ 7,190,000
	Build 10 mg storage tank.				
Miscellaneous Projects	\$ 65,604	\$ 75,000	\$ 80,000	\$ 85,000	\$ 85,000
	Miscellaneous projects as needed.				
<b>Subtotal - Water System</b>	<b>\$ 665,604</b>	<b>\$ 4,865,000</b>	<b>\$ 5,880,000</b>	<b>\$ 7,325,000</b>	<b>\$ 9,605,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER FUND**

**CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>Vehicles &amp; Equipment</u></b>					
JetVac Truck	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -
	Sinking Fund to replace 1999 Clean Earth JetVac Truck (#9251)				
Backhoe	\$ 115,000	\$ -	\$ -	\$ -	\$ -
	Replace 1997 Case 590 Backhoe (#5301)				
Pickup Trucks	\$ 70,000	\$ 35,000	\$ 35,000	\$ 70,000	\$ 35,000
	Replace 1999 Make Model (#5051) & 2005 Make Model (#5057)				
Dump Trucks	\$ -	\$ 85,000	\$ -	\$ 40,000	\$ 85,000
	Replace 1996 Ford Lt9000 (#8200) & 2004 Ford F550 2-ton (#5153)				
Trackhoe	\$ -	\$ -	\$ 100,000	\$ -	\$ -
	Replace 2004 Cat 317c trackhoe (#5315)				
Tilt Deck Trailers	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -
	Replace 28' Trailer (#5378) & Trailmax Trailer (#5379)				
Vehicle/Equip. Replacement	\$ -	\$ 130,000	\$ 190,000	\$ 195,000	\$ 153,000
	Replace various equipment and vehicles as identified.				
<b>Subtotal - Vehicles &amp; Equip</b>	<b>\$ 315,000</b>	<b>\$ 380,000</b>	<b>\$ 340,000</b>	<b>\$ 320,000</b>	<b>\$ 273,000</b>
<b><u>SW Area Improvements</u></b>					
SW Area Improvements	\$ -	\$ 600,000	\$ 610,000	\$ 630,000	\$ -
	Improvement costs dependent on Council approval to proceed				
<b>GRAND TOTAL - CAPITAL</b>	<b>\$ 980,604</b>	<b>\$ 5,845,000</b>	<b>\$ 6,830,000</b>	<b>\$ 8,275,000</b>	<b>\$ 9,878,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER FUND**

**DEBT OUTSTANDING**

<b>FISCAL YEAR</b>	<b>2005 WATER &amp; STORM SEWER BONDS</b>	<b>2008 WATER &amp; STORM SEWER BONDS</b>	<b>2013 WATER &amp; STORM SEWER REFUNDING BONDS</b>	<b>TOTAL BOND PAYMENTS</b>
2015-2016	\$ 719,889	\$ 315,938	\$ 355,390	\$ 1,391,217
2016-2017	174,828	338,437	901,279	1,414,544
2017-2018	174,593	335,344	902,433	1,412,370
2018-2019	174,329	258,750	951,212	1,384,291
2019-2020	174,035	307,500	918,335	1,399,870
2020-2021	174,711	329,375	901,572	1,405,658
2021-2022	174,343	330,500	900,577	1,405,420
2022-2023	173,946	331,375	900,534	1,405,855
2023-2024	174,518	332,000	902,072	1,408,590
2024-2025	174,047	332,375	901,860	1,408,282
2025-2026	174,546	332,500	902,558	1,409,604
2026-2027	-	1,618,750	-	1,618,750
2027-2028	-	1,579,175	-	1,579,175
2028-2029	-	1,580,425	-	1,580,425
<b>GRAND TOTALS</b>	<b>\$ 2,463,785</b>	<b>\$ 8,322,444</b>	<b>\$ 9,437,822</b>	<b>\$ 20,224,051</b>
Principal	\$ 2,293,168	\$ 5,200,000	\$ 8,339,251	\$ 15,832,419
Interest	170,617	3,122,444	1,098,571	4,391,632
<b>GRAND TOTALS</b>	<b>\$ 2,463,785</b>	<b>\$ 8,322,444</b>	<b>\$ 9,437,822</b>	<b>\$ 20,224,051</b>

Interest Rate	1.48% - 5.25%	3.25% - 5.25%	2.18%
---------------	---------------	---------------	-------

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER  
RECLAMATION  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER RECLAMATION FUND**

**OVERVIEW**

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

The wastewater collection system consists of 7 sewer lift stations located at various sites within the city and 288 miles of service lines running under almost every street. There are over 23,000 service connections.

The treatment plant is a regional water reclamation facility processing wastewater generated in the City of Orem, Lindon City, and a portion of the Town of Vineyard. Each of these entities supports the operating and maintenance expenses on a pro-rata basis. At the treatment plant, pollutants are removed from the wastewater using naturally occurring biological processes as well as an ultra-violet disinfection process. The plant collects and treats about 8 million gallons of wastewater each day.

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

**Challenges addressed in this budget:**

- Replace/relocate the Carterville Force Main (\$300,000).
- Provides funds to replace several vehicles (\$275,000).
- Provides funds to replace various equipment (\$386,000).

**Challenges remaining:**

- Monitoring and regulating industrial discharges to the collection system.
- Identify funding to enable the City to rehabilitate sewer lines and other infrastructure identified in the 2015 Sewer Master Plan.
- Increasing sewer collection system capacities.
- Replace aging equipment.
- Reducing routine cleaning locations by replacing or lining problem areas.
- Identify funding to support the 2013 vehicle replacement program.



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**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 '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Sewer Service Charges	\$ 6,347,319	\$ 6,450,076	\$ 6,370,000	\$ 6,370,000
Sewer Fees	254,072	354,948	240,000	240,000
Sewer Connection Fees	160,671	208,997	100,000	100,000
Interest Earnings	16,134	21,437	15,000	15,000
Sale of Fixed Assets	(55,327)	2,200	-	-
Miscellaneous Revenues	350,924	506,917	292,851	345,500
Contributed Lines / Assets	52,160	264,220	-	-
Contributions from Other Funds	-	-	10,000	10,000
<b>FUND TOTALS</b>	<b>\$ 7,125,953</b>	<b>\$ 7,808,795</b>	<b>\$ 7,027,851</b>	<b>\$ 7,080,500</b>

**RATES**

Usage Charges

Volume - Per 1,000 gallons	\$ 1.42	\$ 1.42	\$ 1.42	\$ 1.42
----------------------------	---------	---------	---------	---------

Base Rate Charges

Base - Cost per connection	\$ 9.32	\$ 9.32	\$ 9.32	\$ 9.32
----------------------------	---------	---------	---------	---------

Connection Fees

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

Pretreatment Fees

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

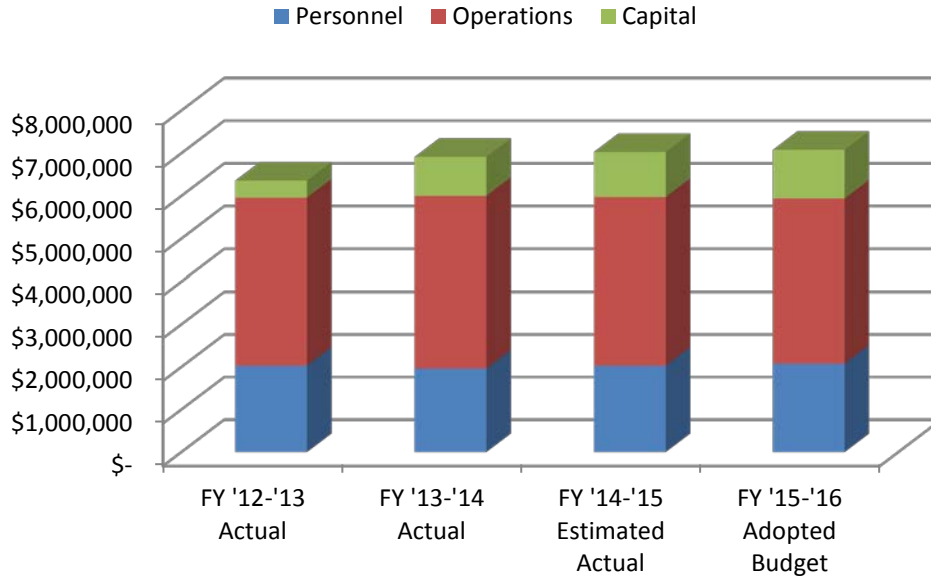
(For all other pretreatment fees, see page 14 in Appendix B - Fees & Charges)

**CITY OF OREM  
ADOPTED BUDGET**

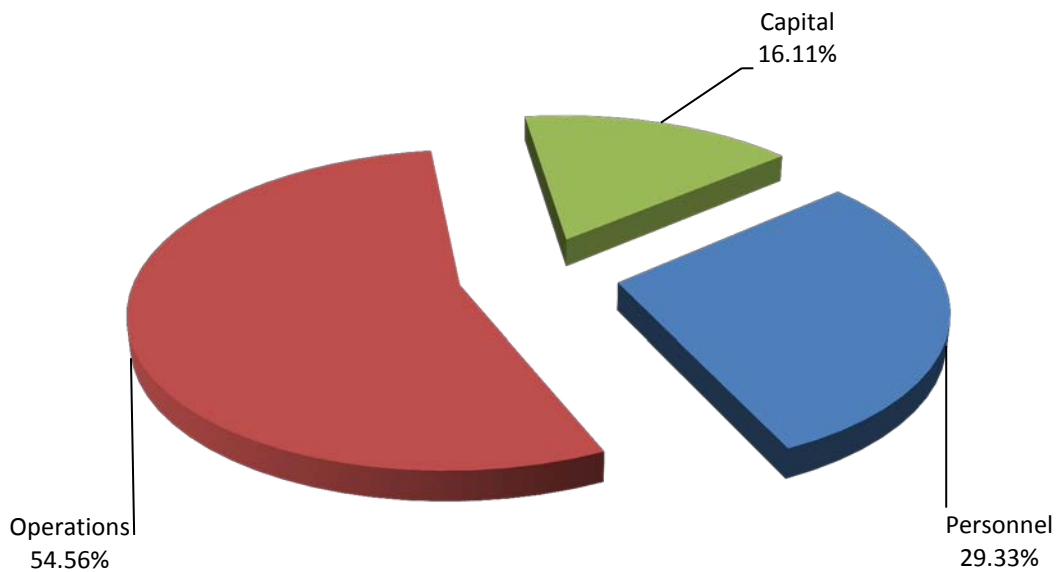
**FISCAL YEAR 2015-2016**

**WATER RECLAMATION FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER RECLAMATION FUND**

**EXPENDITURES SUMMARY**

<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Water Reclamation Administration</u></b>					
Personnel	\$ 120,102	\$ 119,655	\$ 125,868	\$ 128,521	1
Operations	2,577,815	2,547,871	2,395,268	2,249,170	
Capital	-	-	29,000	-	
	<u>2,697,917</u>	<u>2,667,526</u>	<u>2,550,136</u>	<u>2,377,691</u>	
<b><u>Water Reclamation Collection</u></b>					
Personnel	577,967	574,439	584,206	592,116	8
Operations	148,507	185,465	192,779	210,126	
Capital	-	-	323,000	80,000	
	<u>726,474</u>	<u>759,904</u>	<u>1,099,985</u>	<u>882,242</u>	
<b><u>Water Reclamation Treatment</u></b>					
Personnel	1,330,412	1,266,768	1,319,532	1,356,314	18
Operations	1,204,965	1,308,370	1,357,306	1,403,603	
Capital	62,795	167,693	165,000	616,000	
	<u>2,598,172</u>	<u>2,742,831</u>	<u>2,841,838</u>	<u>3,375,917</u>	
<b><u>Water Reclamation Capital Projects</u></b>					
Personnel	-	-	-	-	0
Operations	-	-	-	-	
Capital	334,126	740,358	535,892	444,650	
	<u>334,126</u>	<u>740,358</u>	<u>535,892</u>	<u>444,650</u>	
<b><u>TOTAL WATER RECLAMATION FUND</u></b>					
Personnel	\$ 2,028,481	\$ 1,960,862	\$ 2,029,606	\$ 2,076,951	27
Operations	3,931,287	4,041,706	3,945,353	3,862,899	
Capital	396,921	908,051	1,052,892	1,140,650	
<b>TOTALS</b>	<b><u>\$ 6,356,689</u></b>	<b><u>\$ 6,910,619</u></b>	<b><u>\$ 7,027,851</u></b>	<b><u>\$ 7,080,500</u></b>	

\* Number of benefitted employees

<b>CAPITAL BUDGET</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
Routine Maintenance Elimination	\$ 640,000	\$ 660,000	\$ 670,000	\$ 700,000
SW Area Improvements	1,300,000	1,300,000	1,300,000	-
Struvite Elimination Project	840,000	900,000	-	-
H <sub>2</sub> S Rehabilitation Projects	-	750,000	1,500,000	1,500,000
Miscellaneous Sewer Projects - Identified	400,000	470,000	1,020,000	2,285,000
Miscellaneous Sewer Projects - Unidentified	80,000	365,000	1,825,000	2,025,000
Vehicle & Equipment Replacement	610,000	680,000	970,000	360,000
<b>TOTALS</b>	<b><u>\$ 3,870,000</u></b>	<b><u>\$ 5,125,000</u></b>	<b><u>\$ 7,285,000</u></b>	<b><u>\$ 6,870,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER RECLAMATION FUND**

**CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>Sewer System</u></b>					
Routine Maint. Elimination	\$ 100,000	\$ 640,000	\$ 660,000	\$ 670,000	\$ 700,000
Replace sewer lines which are causing greater than normal maintenance.					
Carterville Forcemain Replace	\$ 300,000	\$ 400,000	\$ -	\$ -	\$ -
Replace Carterville forcemain.					
Struvite Elimination	\$ -	\$ 840,000	\$ 900,000	\$ -	\$ -
Improvements needed for southwest annexation area.					
Pipe Liner Projects	\$ -	\$ -	\$ 235,000	\$ -	\$ -
Liner at Center St. from 850 W to 1200 W and 675 North from 1060 W to 1200 W.					
H <sub>2</sub> S Rehabilitation Projects	\$ -	\$ -	\$ 750,000	\$ 1,500,000	\$ 1,500,000
Repair lines & manholes in need of rehabilitation due to H <sub>2</sub> S gas.					
Springwater Lift Station	\$ -	\$ -	\$ -	\$ 1,020,000	\$ 1,825,000
Upgrade/expand/replace Chambery to Springwater lift station.					
Headworks Aeration Basin	\$ -	\$ -	\$ -	\$ -	\$ 460,000
Aeration basin rehabilitation and expansion for growth.					
Miscellaneous Projects	\$ 44,650	\$ 80,000	\$ 600,000	\$ 1,825,000	\$ 2,025,000
Miscellaneous projects as needed based upon inspections.					
<b>Subtotal - Sewer System</b>	<b>\$ 444,650</b>	<b>\$ 1,960,000</b>	<b>\$ 3,145,000</b>	<b>\$ 5,015,000</b>	<b>\$ 6,510,000</b>
<b><u>Vehicles &amp; Equipment</u></b>					
Dump Trucks	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Replaces 1995 Ford LT9000 15-ton dump truck (#749)					
Pickup Trucks & Cargo Vans	\$ 75,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Replaces 1998 Chevrolet 2500 Cargo Van (#6400) & 1999 Ford F250 (#6000)					
Vehicle/Equipment Replace	\$ -	\$ 465,000	\$ 425,000	\$ 295,000	\$ 125,000
Replacement of vehicles and equipment					

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER RECLAMATION FUND**

**CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>Vehicles &amp; Equipment (continued)</u></b>					
Easement Cleaning Machine	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Replaces 1998 Easement Cleaning Machine.					
Jackhammer - Backhoe	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Purchase jackhammer for excavation and demolition.					
Screenings Washer & Probes	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Screenings Washer (\$90,000) and Ammonia Probes (\$10,000).					
Compressors & Generators	\$ 80,000	\$ -	\$ -	\$ 80,000	\$ -
Replace aging compressors and generators used in treatment process.					
Grit Washer & Screen Washer	\$ 70,000	\$ 110,000	\$ 220,000	\$ -	\$ -
Replace grit washer and screen washer at OWRF.					
Hot Water Jetter System	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Purchase hot water pressure washer to clean lines at OWRF.					
Microscope	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Replace process control microscope that is over 20 years old.					
Solids Grinder Cartridge	\$ 11,000	\$ -	\$ -	\$ -	\$ -
Replace cutter cartridge in solids grinder.					
Variable Frequency Drive	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Motor speed controllers for Biological Nutrient Removal (BNR) ditch #1 & #2.					
Biosolids Belt Press	\$ -	\$ -	\$ -	\$ 560,000	\$ -
Add a third press for redundancy and growth.					
<b>Subtotal - Vehicles &amp; Equipment</b>	<b>\$ 696,000</b>	<b>\$ 610,000</b>	<b>\$ 680,000</b>	<b>\$ 970,000</b>	<b>\$ 360,000</b>
<b><u>SW Area Improvements</u></b>					
SW Area Improvements	\$ -	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ -
Improvement costs dependent on Council approval to proceed.					
<b>GRAND TOTAL - CAPITAL</b>	<b>\$ 1,140,650</b>	<b>\$ 3,870,000</b>	<b>\$ 5,125,000</b>	<b>\$ 7,285,000</b>	<b>\$ 6,870,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**WATER RECLAMATION FUND**

**DEBT OUTSTANDING**

<b>FISCAL YEAR</b>	<b>2010 WATER RECLAMATION PLANT EXPANSION LOAN (PRINCIPAL)</b>	<b>2010 WATER RECLAMATION PLANT EXPANSION LOAN (INTEREST)</b>	<b>TOTAL LOAN PAYMENTS</b>
2015-2016	\$ 594,000	\$ -	\$ 594,000
2016-2017	594,000	-	594,000
2017-2018	594,000	-	594,000
2018-2019	594,000	-	594,000
2019-2020	594,000	-	594,000
2020-2021	594,000	-	594,000
2021-2022	594,000	-	594,000
2022-2023	594,000	-	594,000
2023-2024	595,000	-	595,000
2024-2025	595,000	-	595,000
2025-2026	595,000	-	595,000
2026-2027	595,000	-	595,000
2027-2028	595,000	-	595,000
2028-2029	595,000	-	595,000
2029-2030	595,000	-	595,000
2030-2031	595,000	-	595,000
2031-2032	595,000	-	595,000
<b>GRAND TOTALS</b>	<b>\$ 10,107,000</b>	<b>\$ -</b>	<b>\$ 10,107,000</b>

Interest Rate

0.00%

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**STORM  
SEWER  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**STORM SEWER FUND**

**OVERVIEW**

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 and maintains the City's storm drains and detention basins which minimize flooding and water pollution within the City of Orem.

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

The system consists of an estimated 3,500 Class V injection wells located on public and private property and approximately 383,000 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 sewer system also includes 35 detention areas for storm water filtration. Of the 35 detention areas, 24 are multi-use facilities with turf grass areas that are open to the public and 11 that are unimproved areas, some of which are wetland areas.

**Challenges addressed in this budget:**

- Provides funding for the 400 South and 400 North storm sewer line projects (\$185,000).
- Provides funding for miscellaneous projects (\$50,667).
- Provides funding for a new TV Van and its associated equipment (\$240,000).
- Provides funding for a several other vehicles (\$135,000).

**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.
- Constructing main drainage systems (e.g., 400 North, Scera Park, etc.).
- Identify funding to enable the City to support storm sewer line and other infrastructure improvements identified in the 2015 Storm Sewer Utility Master Plan.



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**STORM SEWER FUND**

**REVENUES**

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

Currently, there are 52,890 total ESU's throughout the City of Orem. Of the total ESU's, approximately 19,314 are single family residential (37%), 4,600 are school related (9%), 2,611 are related to religious affiliations (5%), and the remaining 26,365 are commercial, industrial, or manufacturing properties (49%).

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Storm Sewer Charges	\$ 2,797,920	\$ 2,958,447	\$ 2,863,500	\$ 2,975,000
Storm Sewer Fees	11,550	20,625	5,000	5,000
Interest Earnings	15,164	15,261	10,565	15,000
Amortization of Bond Premiums	12,696	12,696	5,300	5,300
Miscellaneous Revenues	286,873	38,235	20,200	10,200
Contributed Lines / Assets	90,000	68,000	-	-
Contributions from Other Funds	-	10,000	100,000	100,000
<b>FUND TOTALS</b>	<b>\$ 3,214,203</b>	<b>\$ 3,123,264</b>	<b>\$ 3,004,565</b>	<b>\$ 3,110,500</b>

**RATES**

Base Rate Charges

Equivalent Service Unit (ESU) - Per month	\$ 4.75	\$ 5.00	\$ 5.25	\$ 5.25
-------------------------------------------	---------	---------	---------	---------

Construction Site Inspection Fees

≤ 1 Acre	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00
> 1 Acre and ≤ 5 Acres	150.00	150.00	150.00	150.00
> 5 Acre and ≤ 10 Acres	200.00	200.00	200.00	200.00
> 10 Acre and ≤ 20 Acres	300.00	300.00	300.00	300.00

(For all other categories, see page 15 in Appendix B - Fees & Charges)

Construction Site Citation Fees

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

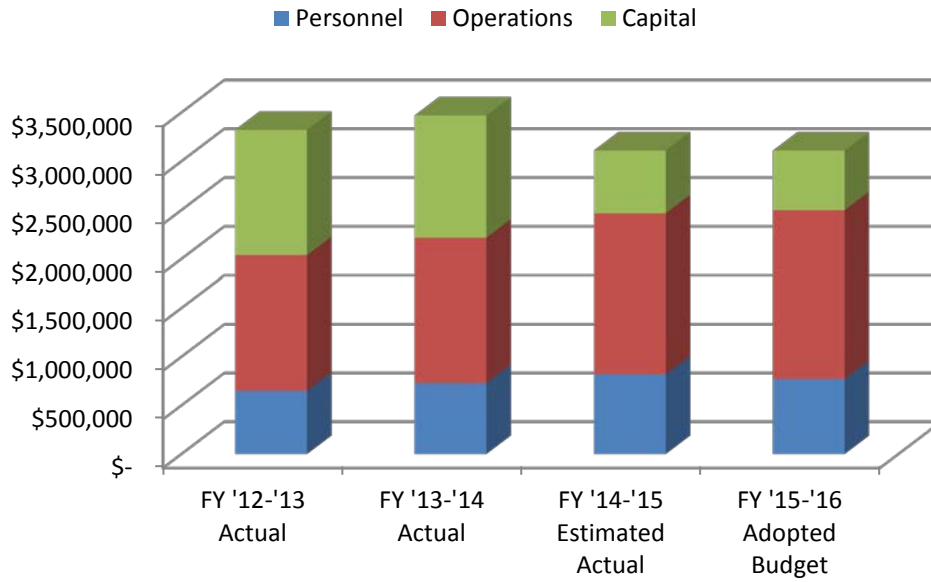
(For other citation information, see page 15 in Appendix B - Fees & Charges)

**CITY OF OREM  
ADOPTED BUDGET**

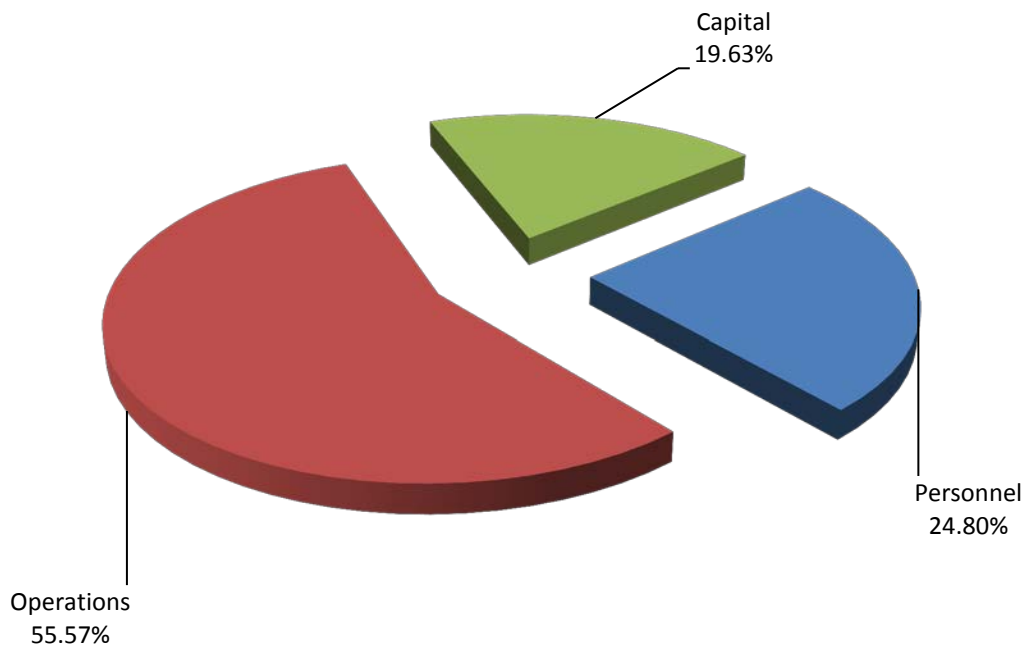
**FISCAL YEAR 2015-2016**

**STORM SEWER FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**STORM SEWER FUND**

**EXPENDITURES SUMMARY**

<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Storm Sewer Operations</u></b>					
Personnel	\$ 651,159	\$ 729,208	\$ 819,237	\$ 771,408	10
Operations	1,386,518	1,488,322	1,647,665	1,728,425	
Capital	6,900	351,425	340,750	-	
	<u>2,044,577</u>	<u>2,568,955</u>	<u>2,807,652</u>	<u>2,499,833</u>	
<b><u>Storm Sewer Capital Projects</u></b>					
Personnel	-	-	-	-	0
Operations	-	-	-	-	
Capital	1,277,986	900,704	302,848	610,667	
	<u>1,277,986</u>	<u>900,704</u>	<u>302,848</u>	<u>610,667</u>	
<b><u>TOTAL STORM SEWER FUND</u></b>					
Personnel	\$ 651,159	\$ 729,208	\$ 819,237	\$ 771,408	10
Operations	1,386,518	1,488,322	1,647,665	1,728,425	
Capital	1,284,886	1,252,129	643,598	610,667	
<b>TOTALS</b>	<b><u>\$ 3,322,563</u></b>	<b><u>\$ 3,469,659</u></b>	<b><u>\$ 3,110,500</u></b>	<b><u>\$ 3,110,500</u></b>	

\* Number of benefitted employees

<b>CAPITAL BUDGET</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
Storm Sewer Line Project - Heat Plant Rd	\$ 98,000	\$ 291,500	\$ -	\$ -
Storm Sewer Line Project - 400 N	439,500	-	-	-
Storm Sewer Line Project - 900 S	667,500	-	-	-
Storm Sewer Line Project - 2000 S	-	1,213,000	955,000	-
Storm Sewer Line Project - 1200 N	-	-	705,000	870,000
SW Area Improvements	-	-	555,000	1,700,000
Future Projects - Identified	-	-	-	913,000
Future Projects - Unidentified	206,000	212,180	218,000	225,000
Vehicle & Equipment Replacement	538,000	414,300	334,000	297,000
<b>TOTALS</b>	<b><u>\$ 1,949,000</u></b>	<b><u>\$ 2,130,980</u></b>	<b><u>\$ 2,767,000</u></b>	<b><u>\$ 4,005,000</u></b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**STORM SEWER FUND**

**CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>Storm Sewer System</u></b>					
Storm Line - 400 S	\$ 34,000	\$ -	\$ -	\$ -	\$ -
400 South & 1540 West - In conjunction with 2015 Roadway Project.					
Storm Line - 400 N 250 E	\$ 151,000	\$ 439,500	\$ -	\$ -	\$ -
Install 2,720' of 24" pipe on 400 N extending east from Main Street.					
Storm Line - Heat Plant Rd	\$ -	\$ 98,000	\$ 291,500	\$ -	\$ -
Upgrade 1,100' of the West Union Canal with 42" pipe through UVU.					
Storm Line - 900 S	\$ -	\$ 667,500	\$ -	\$ -	\$ -
Upgrade 3,240' of existing 12" line to 18" line from 400 W through UVU.					
Storm Line - 2000 S (#1)	\$ -	\$ -	\$ 1,213,000	\$ 400,000	\$ -
Installing 4,450' of 42" pipe from Taylor Drain outlet in Powell Slough.					
Storm Line - 2000 S (#2)	\$ -	\$ -	\$ -	\$ 555,000	\$ -
Installing 1,780' of 36" pipe extending from Taylor Drain east.					
Storm Line - 1200 N	\$ -	\$ -	\$ -	\$ 705,000	\$ 870,000
Install 4,230' of 42" pipe from 800 W to State Street.					
Detention Basin - Bonneville	\$ -	\$ -	\$ -	\$ -	\$ 486,500
Construct detention basin in turf grass area of Bonneville Elementary school.					
Storm Line - Bonneville Out	\$ -	\$ -	\$ -	\$ -	\$ 129,500
Install 590' of 18" pipe to outfall from detention basin to 1200 North.					
Storm Line - Bonneville In	\$ -	\$ -	\$ -	\$ -	\$ 297,000
Install 680' of 48" pipe to detention basin from 1200 North.					
Miscellaneous Projects	\$ 50,667	\$ 206,000	\$ 212,180	\$ 218,000	\$ 225,000
Miscellaneous projects as needed.					
<b>Subtotal - S. Sewer System</b>	<b>\$ 235,667</b>	<b>\$ 1,411,000</b>	<b>\$ 1,716,680</b>	<b>\$ 1,878,000</b>	<b>\$ 2,008,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**STORM SEWER FUND**

**CAPITAL PROJECTS DETAIL**

<b>CAPITAL PROJECTS</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b><u>Vehicles &amp; Equipment</u></b>					
TV Van & Equipment	\$ 240,000	\$ -	\$ -	\$ -	\$ -
Replace 1998 Ford E470 1-ton van (#6149) & associated equipment.					
Pickup Trucks	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
In FY 2016, replace 1996 Ford F250 (#470) & 1996 Ford F150 (#471). In FY 2020, replace 2005 Chevy 1500 (#9000) and 2008 Chevy Colorado 4x4 (#9001).					
Dump Truck	\$ 65,000	\$ -	\$ 240,000	\$ -	\$ -
In FY 2016, replace 2000 Ford F550 4x4 2-ton dump truck (#9101). In FY 2018, replace 2001 International 15-ton dump truck (#9200).					
JetVac Truck (Sinking Fund)	\$ -	\$ 215,000	\$ 100,000	\$ 110,000	\$ 210,000
In FY 2018, replace 1999 Clean Earth Safe JetVac truck (#9250). In FY 2020, replace 2008 Vactor JetVac truck (#9252).					
Street Sweeper	\$ -	\$ 210,000	\$ -	\$ 210,000	\$ -
In FY 2017, replace 2005 Tymco 600 Sweeper (#8353). In FY 2019, replace 2006 Tymco 600 Sweeper (#8354)					
Utility Vehicles	\$ -	\$ 20,000	\$ -	\$ -	\$ -
Replace 1998 Kawasaki Mule utility vehicle (#7550).					
Vehicle/Equip. Replacement	\$ -	\$ 93,000	\$ 74,300	\$ 14,000	\$ 17,000
Replace various equipment and vehicles as identified.					
<b>Subtotal - Vehicles &amp; Equip</b>	<b>\$ 375,000</b>	<b>\$ 538,000</b>	<b>\$ 414,300</b>	<b>\$ 334,000</b>	<b>\$ 297,000</b>
<b><u>SW Area Improvements</u></b>					
SW Area Improvements	\$ -	\$ -	\$ -	\$ 555,000	\$ 1,700,000
Improvement costs dependent on Council approval to proceed.					
<b>GRAND TOTAL - CAPITAL</b>	<b>\$ 610,667</b>	<b>\$ 1,949,000</b>	<b>\$ 2,130,980</b>	<b>\$ 2,767,000</b>	<b>\$ 4,005,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**STORM SEWER FUND**

**DEBT OUTSTANDING**

<b>FISCAL YEAR</b>	<b>2005 WATER &amp; STORM SEWER BONDS</b>	<b>2013 WATER &amp; STORM SEWER REFUNDING BONDS</b>	<b>TOTAL BOND PAYMENTS</b>
2015-2016	\$ 275,229	\$ 179,192	\$ 454,421
2016-2017	-	454,435	454,435
2017-2018	-	455,017	455,017
2018-2019	-	479,613	479,613
2019-2020	-	463,035	463,035
2020-2021	-	454,584	454,584
2021-2022	-	454,081	454,081
2022-2023	-	454,060	454,060
2023-2024	-	454,835	454,835
2024-2025	-	454,729	454,729
2025-2026	-	455,080	455,080
<b>GRAND TOTALS</b>	<b>\$ 275,229</b>	<b>\$ 4,758,661</b>	<b>\$ 5,033,890</b>

Principal	\$ 269,832	\$ 4,204,749	\$ 4,474,581
Interest	5,397	553,912	559,309
<b>GRAND TOTALS</b>	<b>\$ 275,229</b>	<b>\$ 4,758,661</b>	<b>\$ 5,033,890</b>

Interest Rate	1.48% - 5.25%	2.18%
---------------	---------------	-------

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**RECREATION  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**RECREATION FUND**

**OVERVIEW**

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

The Recreation Fund has the following divisions:

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

**Challenges addressed in this budget:**

- Begins a fee evaluation process that will continue each year. For the current fiscal year, this evaluation process resulted in general admission fees for the fitness center being increased.
- Added funds to increase variable hour employee pay (\$44,000).
- Includes second phase evaluation and implementation of youth sports fees.

**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 an aging fitness center.
- 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 2015-2016**

**RECREATION FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<b><u>Fitness Center</u></b>				
Admissions	\$ 1,013,351	\$ 789,554	\$ 910,000	\$ 995,000
Group Use	90,441	70,811	94,500	74,500
Classes and Programs	151,913	146,406	145,000	155,000
Product Sales and Concessions	19,161	14,212	18,500	18,500
Rentals	9,257	2,481	15,500	15,500
Child Care	11,389	10,071	10,000	12,000
	<u>1,295,512</u>	<u>1,033,535</u>	<u>1,193,500</u>	<u>1,270,500</u>
<b><u>Scera Outdoor Pool</u></b>				
Admissions	205,711	161,302	175,000	165,000
Group Use	37,723	55,172	45,000	50,000
Classes and Programs	77,787	76,045	75,000	80,000
Product Sales and Concessions	47,204	42,964	47,000	47,000
Rentals	446	41	500	500
	<u>368,871</u>	<u>335,524</u>	<u>342,500</u>	<u>342,500</u>
<b><u>Other Revenues</u></b>				
Interest Earnings	8,698	6,533	6,000	6,500
Sale of Fixed Assets	1,135	-	-	-
Miscellaneous Revenues	376	298	200	250
Contributions from Other Funds	-	160,000	125,000	175,000
Appropriations of Surplus	-	-	158,888	175,000
	<u>10,209</u>	<u>166,831</u>	<u>290,088</u>	<u>356,750</u>
<b>FUND TOTALS</b>	<b><u>\$ 1,674,592</u></b>	<b><u>\$ 1,535,890</u></b>	<b><u>\$ 1,826,088</u></b>	<b><u>\$ 1,969,750</u></b>

**Fitness Center**

Daily Admission Fee - 14 & Older	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.25
Daily Admission Fee - Senior (55 & Older)	3.00	3.00	3.00	3.25
Daily Admission Fee - Youth (4 to 13)	3.00	3.00	3.00	3.25

**Scera Outdoor Pool**

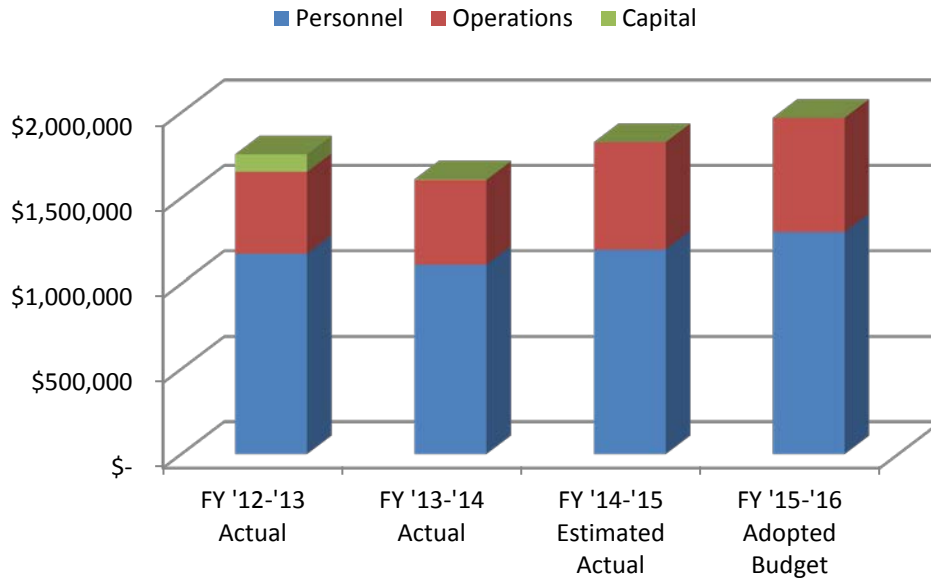
Daily Admission Fee - 14 & Older	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
Daily Admission Fee - Senior (55 & Older)	5.00	5.00	5.00	5.00
Daily Admission Fee - Youth (4 to 13)	5.00	5.00	5.00	5.00

**CITY OF OREM  
ADOPTED BUDGET**

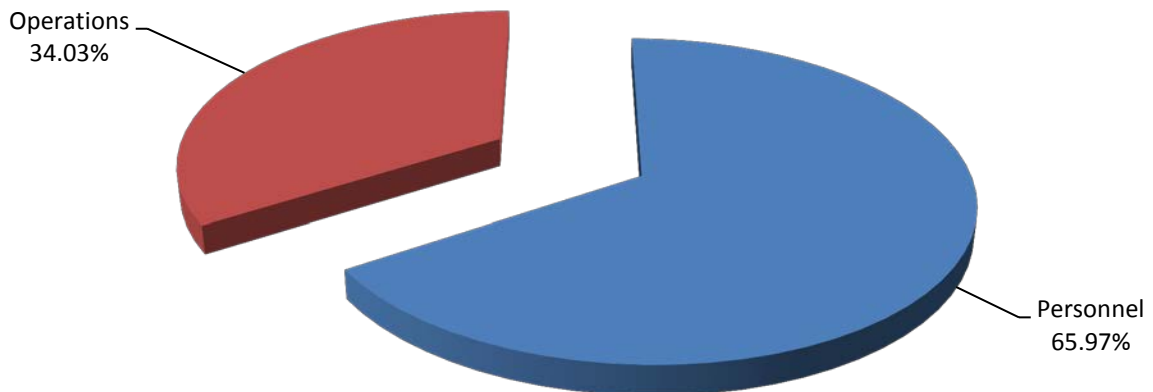
**FISCAL YEAR 2015-2016**

**RECREATION FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**RECREATION FUND**

**EXPENDITURES SUMMARY**

<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Recreation Administration</u></b>					
Personnel	\$ 121,670	\$ 115,975	\$ 115,611	\$ 128,629	1
Operations	9,734	9,837	123,720	132,554	
Capital	-	-	-	-	
	<u>131,404</u>	<u>125,812</u>	<u>239,331</u>	<u>261,183</u>	
<b><u>Fitness Center Operations</u></b>					
Personnel	729,355	669,772	687,204	759,820	2
Operations	22,511	22,777	27,125	24,725	
Capital	-	-	-	-	
	<u>751,866</u>	<u>692,549</u>	<u>714,329</u>	<u>784,545</u>	
<b><u>Fitness Center Facilities</u></b>					
Personnel	162,741	170,543	168,922	169,346	3
Operations	291,719	300,043	302,819	331,092	
Capital	19,235	5,242	-	-	
	<u>473,695</u>	<u>475,828</u>	<u>471,741</u>	<u>500,438</u>	
<b><u>Outdoor Pool</u></b>					
Personnel	159,198	151,478	224,937	241,584	0
Operations	155,076	163,207	175,750	182,000	
Capital	83,820	-	-	-	
	<u>398,094</u>	<u>314,685</u>	<u>400,687</u>	<u>423,584</u>	
<b><u>TOTAL RECREATION FUND</u></b>					
Personnel	\$ 1,172,964	\$ 1,107,768	\$ 1,196,674	\$ 1,299,379	6
Operations	479,040	495,864	629,414	670,371	
Capital	103,055	5,242	-	-	
<b>TOTALS</b>	<u><u>\$ 1,755,059</u></u>	<u><u>\$ 1,608,874</u></u>	<u><u>\$ 1,826,088</u></u>	<u><u>\$ 1,969,750</u></u>	

\* Number of benefitted employees

CITY OF OREM  
ADOPTED BUDGET

FISCAL YEAR 2015-2016



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SOLID  
WASTE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SOLID WASTE FUND**

**OVERVIEW**

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

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

Recycling subscriptions total over 12,000 cans collecting over 2,800 tons of waste per year. The City's diversion rate is approximately 18%. This is an "opt out" program.

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

The City also offers each residential customer two coupons for free loads to the North Pointe Transfer Station. There were over 9,200 coupons redeemed last year. The City also offers free Christmas tree disposal for residents.

**Challenges addressed in this budget:**

- Increased the first solid waste can fee to \$10.65 per month due to increased tipping costs at the North Pointe Transfer Station.
- Continue the implementation of a recycle rewards program in cooperation with Waste Management of Utah.

**Challenges remaining:**

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

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SOLID WASTE FUND**

**REVENUES**

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

<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Refuse - Residential	\$ 2,286,304	\$ 2,390,702	\$ 2,406,000	\$ 2,405,000
Refuse - Residential - 2 <sup>nd</sup> Can Fee	336,319	325,546	326,000	330,000
Recycling Can Fee	431,490	457,631	463,000	465,000
Green Waste Fee	190,809	202,175	201,000	205,000
Interest Earnings	-	-	1,000	1,000
<b>FUND TOTALS</b>	<b>\$ 3,244,922</b>	<b>\$ 3,376,054</b>	<b>\$ 3,397,000</b>	<b>\$ 3,406,000</b>

**RATES**

**Base Rate (Monthly)**

Residential Service	\$ 10.10	\$ 10.50	\$ 10.50	\$ 10.65
---------------------	----------	----------	----------	----------

**Other Rates (Monthly)**

Additional Containers	\$ 9.50	\$ 9.50	\$ 9.50	\$ 9.65
Green Waste	5.55	5.55	5.55	5.70
Recycling	3.05	3.05	3.05	3.20
Multiple Units	10.10	10.50	10.50	10.65
Multiple Units per Additional Unit	10.10	10.50	10.50	10.65
Trailer Courts & Condominiums	10.10	10.50	10.50	10.65
Trailer Courts & Condominiums per Addtl l	10.10	10.50	10.50	10.65

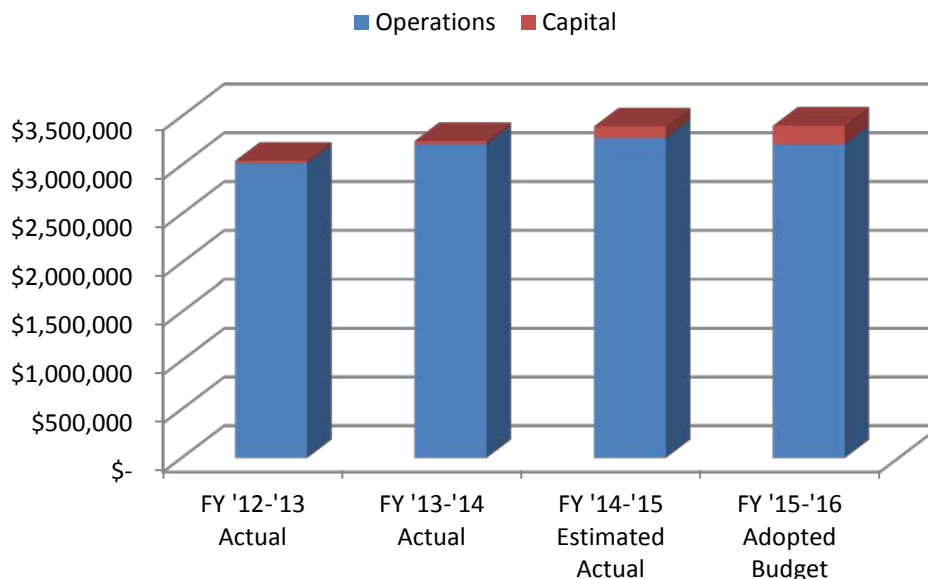
(The City Manager is authorized to pass on tipping fee increases to the base rate at the time of increase by the Solid Waste District)

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SOLID WASTE FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<b><u>Operations</u></b>				
Solid Waste Contract	\$ 1,669,180	\$ 1,738,102	\$ 1,850,000	\$ 1,850,000
Landfill Charges	700,296	761,235	800,000	800,000
Coupon Redemption	71,864	95,242	80,000	85,000
Green Waste Tip Fee	27,495	31,945	40,000	35,000
Green Waste Curbside	20,240	20,461	24,000	25,000
Bank Analysis & Credit Card Fees	52,780	59,245	55,000	60,000
Administration Charge	375,354	405,552	258,820	177,969
Utility Billing Charge	50,000	50,040	103,510	111,899
Information Technology Charge	-	-	-	2,078
Other Expenditures	53,140	50,385	61,797	64,545
	<u>3,020,349</u>	<u>3,212,207</u>	<u>3,273,127</u>	<u>3,211,491</u>
<b><u>Capital</u></b>				
Take Pride Projects	25,605	35,873	123,873	194,509
	<u>25,605</u>	<u>35,873</u>	<u>123,873</u>	<u>194,509</u>
<b><u>TOTAL SOLID WASTE FUND</u></b>				
Operations	\$ 3,020,349	\$ 3,212,207	\$ 3,273,127	\$ 3,211,491
Capital	25,605	35,873	123,873	194,509
<b>TOTALS</b>	<u><u>\$ 3,045,954</u></u>	<u><u>\$ 3,248,080</u></u>	<u><u>\$ 3,397,000</u></u>	<u><u>\$ 3,406,000</u></u>



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**FLEET  
MAINTENANCE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**FLEET MAINTENANCE FUND**

**OVERVIEW**

The Fleet Maintenance Fund provides vehicle and equipment maintenance services to all city departments. The Fleet Maintenance division is responsible for servicing over 335 vehicles (sedans, SUV's, vans, and trucks); 124 medium to heavy-duty pieces of equipment (riding mowers, tractors, backhoes, and sweepers); 52 trailers; and 520 small pieces of equipment (mowers, generators, compressors, etc.).

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

**REVENUES**

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

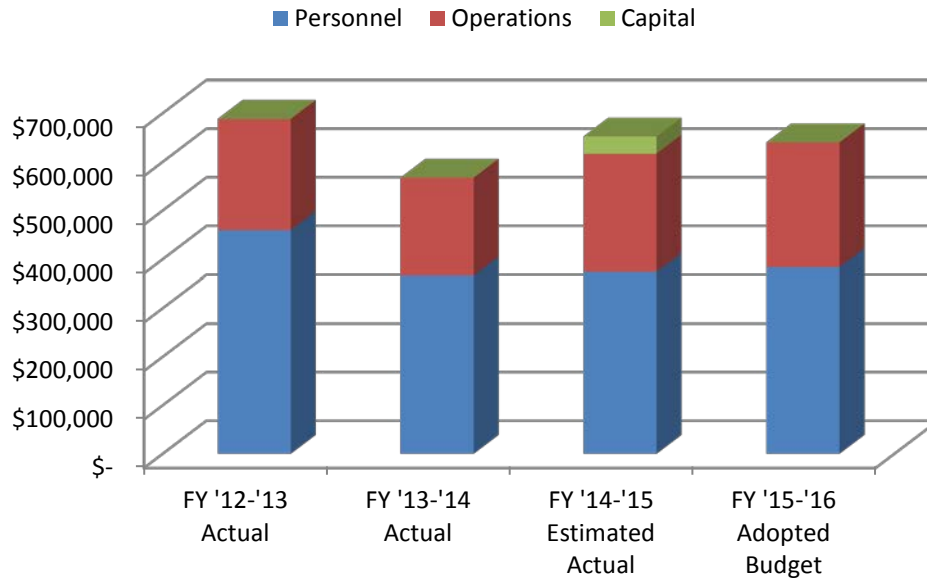
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<u>Charges to Departments</u>				
City Manager's Office	\$ 473	\$ 409	\$ 337	\$ 376
Administrative Services	6,069	5,616	17,429	22,878
Development Services	11,266	11,114	17,589	14,494
Police Department	233,722	195,973	146,875	144,711
Fire Department	87,365	73,709	86,247	81,333
Public Works	352,001	294,662	375,466	372,136
Recreation	4,104	3,517	8,057	4,072
Charges to Departments - Total	695,000	585,000	652,000	640,000
Sale of Fixed Assets	-	964	-	-
<b>FUND TOTALS</b>	<b>\$ 695,000</b>	<b>\$ 585,964</b>	<b>\$ 652,000</b>	<b>\$ 640,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

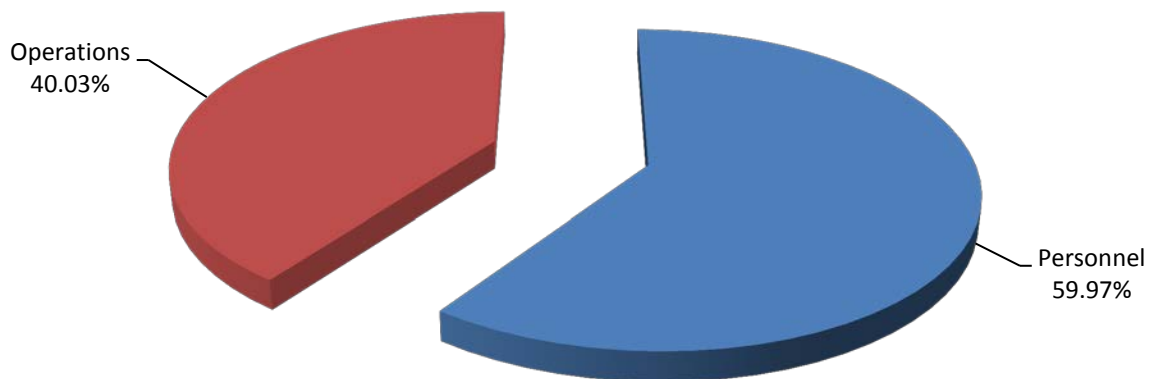
**FISCAL YEAR 2015-2016**

**FLEET MAINTENANCE FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**FLEET MAINTENANCE FUND**

**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Personnel</u></b>					
Salaries & Wages	\$ 312,268	\$ 228,163	\$ 228,343	\$ 239,663	5
Salaries & Wages - Overtime	6,770	10,551	6,658	10,393	
Fringe Benefits	140,349	127,562	138,897	133,748	
	<u>459,387</u>	<u>366,276</u>	<u>373,898</u>	<u>383,804</u>	
<b><u>Operations</u></b>					
Employee Development	1,264	2,818	5,000	5,000	
Supplies	20,600	17,201	15,300	17,000	
Equipment	11,989	20,740	15,500	15,000	
Fuel	1,850	2,072	1,500	2,000	
Maintenance & Repair	34,114	25,897	50,399	61,203	
Insurance & Surety	10,223	11,280	11,280	11,520	
Administration Charge	83,400	70,200	44,768	30,780	
Fund Charges	45,542	35,363	90,520	104,993	
Other Expenditures	8,225	6,025	8,835	8,700	
	<u>217,207</u>	<u>191,596</u>	<u>243,102</u>	<u>256,196</u>	
<b><u>Capital</u></b>					
Vehicle Replacements	-	-	35,000	-	
Equipment Replacements	-	-	-	-	
	<u>-</u>	<u>-</u>	<u>35,000</u>	<u>-</u>	
<b><u>TOTAL FLEET MAINTENANCE FUND</u></b>					
<b>Personnel</b>	<b>\$ 459,387</b>	<b>\$ 366,276</b>	<b>\$ 373,898</b>	<b>\$ 383,804</b>	<b>5</b>
<b>Operations</b>	<b>217,207</b>	<b>191,596</b>	<b>243,102</b>	<b>256,196</b>	
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>-</b>	
<b>TOTALS</b>	<b><u>\$ 676,594</u></b>	<b><u>\$ 557,872</u></b>	<b><u>\$ 652,000</u></b>	<b><u>\$ 640,000</u></b>	

\* Number of benefitted employees

**PURCHASING  
& WAREHOUSING  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**PURCHASING & WAREHOUSING FUND**

**OVERVIEW**

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

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

**REVENUES**

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

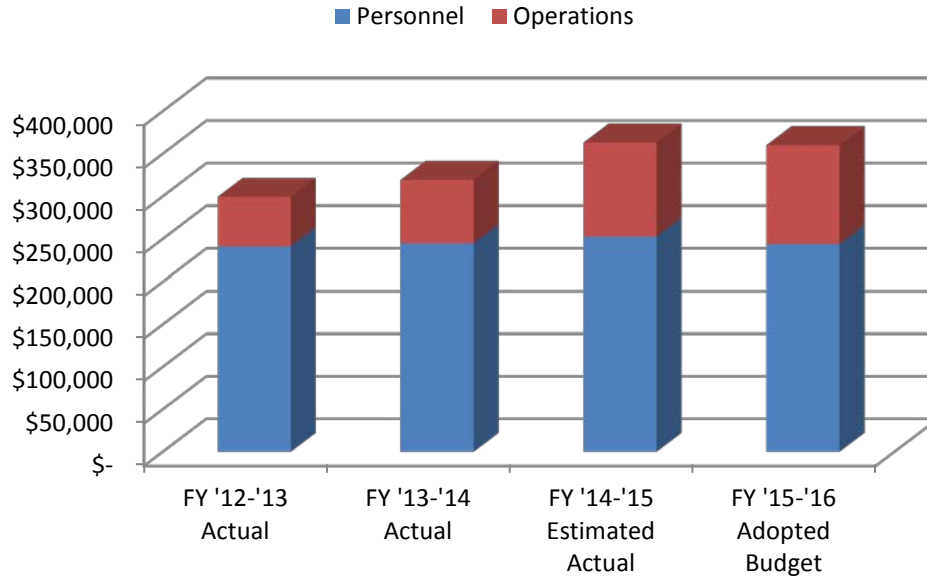
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<u>Charges to Departments</u>				
Public Works - Water	\$ 103,770	\$ 122,876	\$ 119,262	\$ 112,034
Public Works - Water Reclamation	33,059	23,222	22,539	21,173
Public Works - Storm Sewer	12,413	12,648	12,276	11,532
Public Works - Fleet Services	11,552	9,180	8,910	8,370
Non-Departmental	199,206	172,074	167,013	156,891
Charges to Departments - Total	360,000	340,000	330,000	310,000
Miscellaneous Revenues	(175)	180	-	-
Appropriations of Surplus	-	-	33,000	50,000
<b>FUND TOTALS</b>	<b>\$ 359,825</b>	<b>\$ 340,180</b>	<b>\$ 363,000</b>	<b>\$ 360,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

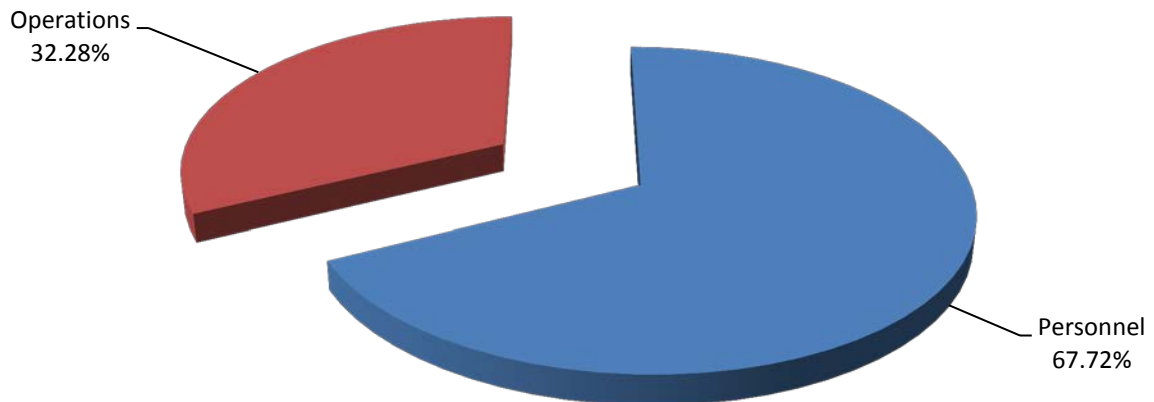
**FISCAL YEAR 2015-2016**

**PURCHASING & WAREHOUSING FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**PURCHASING & WAREHOUSING FUND**

**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Personnel</u></b>					
Salaries & Wages	\$ 159,281	\$ 159,348	\$ 159,505	\$ 167,178	4
Salaries & Wages - Overtime	2,906	3,010	5,526	4,967	
Fringe Benefits	79,072	82,217	87,698	71,637	
	<u>241,259</u>	<u>244,575</u>	<u>252,729</u>	<u>243,782</u>	
<b><u>Operations</u></b>					
Employee Development	133	141	200	200	
Supplies	2,629	22,248	38,196	23,493	
Equipment	1,031	431	600	600	
Fuel	602	647	400	650	
Maintenance & Repair	1,249	1,757	1,750	3,321	
Professional & Technical Services	3,305	2,212	2,000	2,250	
Insurance & Surety	5,177	5,640	5,640	5,760	
Administration Charge	43,200	40,800	60,545	46,784	
Information Technology Charge	-	-	-	31,170	
Other Expenditures	785	809	940	1,990	
	<u>58,111</u>	<u>74,685</u>	<u>110,271</u>	<u>116,218</u>	
<b><u>Capital</u></b>					
Vehicle Replacements	-	-	-	-	
Equipment Replacements	-	-	-	-	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<b><u>TOTAL PURCHASING &amp; WAREHOUSING FUND</u></b>					
<b>Personnel</b>	<b>\$ 241,259</b>	<b>\$ 244,575</b>	<b>\$ 252,729</b>	<b>\$ 243,782</b>	<b>4</b>
<b>Operations</b>	<b>58,111</b>	<b>74,685</b>	<b>110,271</b>	<b>116,218</b>	
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTALS</b>	<b><u>\$ 299,370</u></b>	<b><u>\$ 319,260</u></b>	<b><u>\$ 363,000</u></b>	<b><u>\$ 360,000</u></b>	

\* Number of benefitted employees



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SELF-INSURANCE  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SELF-INSURANCE FUND**

**OVERVIEW**

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

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

**REVENUES**

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

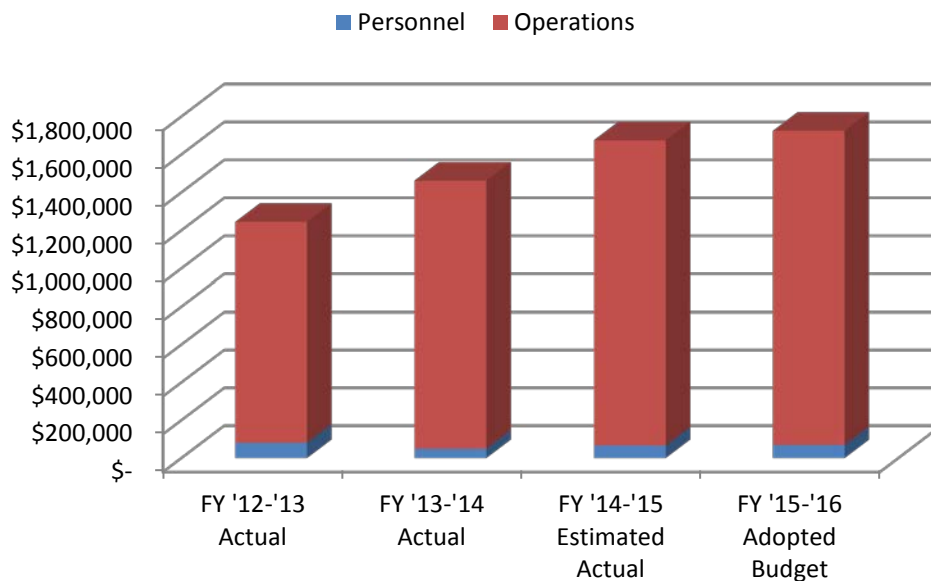
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<u>Charges to Departments</u>				
Administrative Services	\$ 5,177	\$ 5,640	\$ 5,640	\$ 5,760
Public Works - Water	139,263	152,985	152,985	156,240
Public Works - Water Reclamation	102,627	112,682	112,683	115,080
Public Works - Storm Sewer	41,571	45,708	45,707	46,680
Public Works - Fleet Services	10,223	11,280	11,280	11,520
Recreation	-	-	25,000	25,000
Non-Departmental	771,139	846,705	821,705	864,720
Charges to Departments - Total	1,070,000	1,175,000	1,175,000	1,225,000
Premiums - Unemployment	169,198	99,290	150,000	150,000
Premiums - Workers Compensation	354,254	207,889	350,000	350,000
Contributions from Other Funds	200,000	-	-	-
<b>FUND TOTALS</b>	<b>\$ 1,793,452</b>	<b>\$ 1,482,179</b>	<b>\$ 1,675,000</b>	<b>\$ 1,725,000</b>

# CITY OF OREM ADOPTED BUDGET

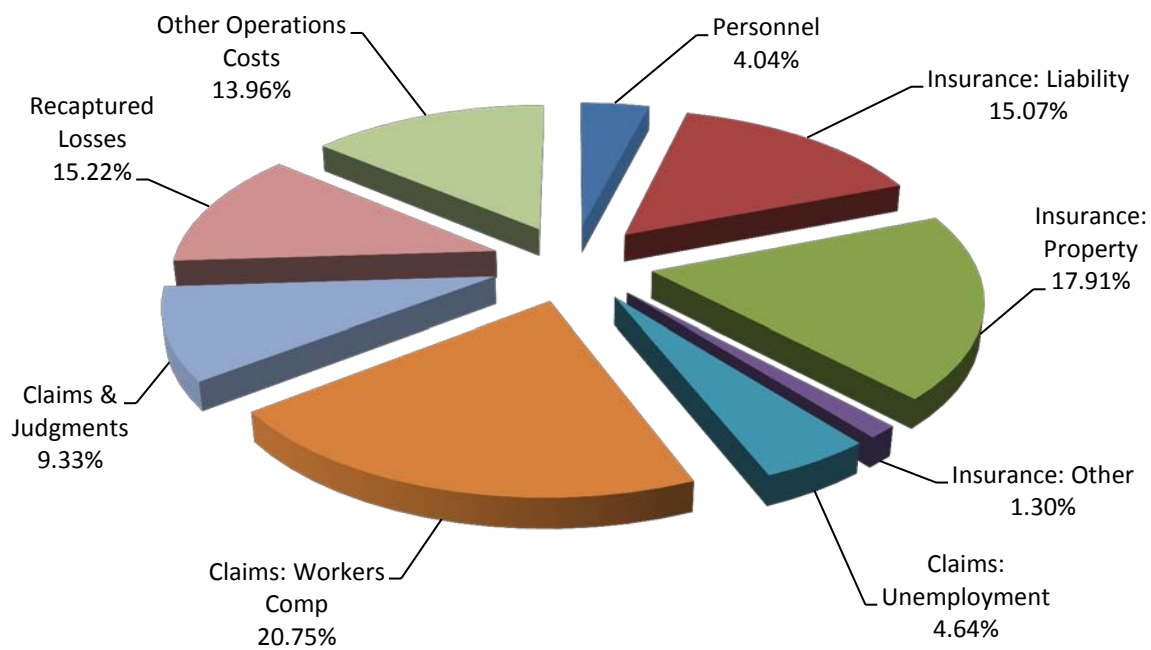
FISCAL YEAR 2015-2016

## SELF-INSURANCE FUND

### EXPENDITURES COMPARISON BY FISCAL YEAR



### EXPENDITURES BY CATEGORY (FY '15-'16)



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SELF-INSURANCE FUND**

**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Personnel</u></b>					
Salaries & Wages	\$ 59,751	\$ 32,006	\$ 41,251	\$ 43,723	1
Fringe Benefits	21,219	17,507	24,384	25,995	
	<u>80,970</u>	<u>49,513</u>	<u>65,635</u>	<u>69,718</u>	
<b><u>Operations</u></b>					
Employee Development	172	3,125	4,000	4,000	
Supplies	194	177	2,500	2,500	
Liability Insurance	254,647	210,887	260,000	260,000	
Property Insurance	250,143	286,993	300,000	325,000	
Unemployment Claims	61,915	39,227	80,000	80,000	
Workers Compensation Claims/Costs	310,630	499,449	370,925	403,300	
Short-term Disability Claims	-	21,783	10,000	10,000	
Recaptured Losses	37,592	73,954	255,000	208,000	
Claims & Judgments	70,451	71,060	121,000	161,000	
Administration Charge	174,600	199,800	197,940	172,270	
Information Technology Charge	-	-	-	20,780	
Other Expenditures	2,734	6,253	8,000	8,432	
	<u>1,163,078</u>	<u>1,412,708</u>	<u>1,609,365</u>	<u>1,655,282</u>	
<b><u>Capital</u></b>					
Equipment Replacements	-	-	-	-	
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
<b><u>TOTAL SELF-INSURANCE FUND</u></b>					
<b>Personnel</b>	<b>\$ 80,970</b>	<b>\$ 49,513</b>	<b>\$ 65,635</b>	<b>\$ 69,718</b>	<b>1</b>
<b>Operations</b>	<b>1,163,078</b>	<b>1,412,708</b>	<b>1,609,365</b>	<b>1,655,282</b>	
<b>Capital</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTALS</b>	<b><u>\$ 1,244,048</u></b>	<b><u>\$ 1,462,221</u></b>	<b><u>\$ 1,675,000</u></b>	<b><u>\$ 1,725,000</u></b>	

\* Number of benefitted employees

**INFORMATION  
TECHNOLOGY  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**INFORMATION TECHNOLOGY FUND**

**OVERVIEW**

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

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

**REVENUES**

The Information Technology Fund is an internal service fund that receives the majority of its operating revenues through transfers from other funds. While the IT division has been in existence as part of the General Fund for quite some time, it will be placed into its own fund in Fiscal Year 2015-2016. This will allow staff to be able to better manage costs, gain efficiencies, and to better identify and charge those who most use their services.

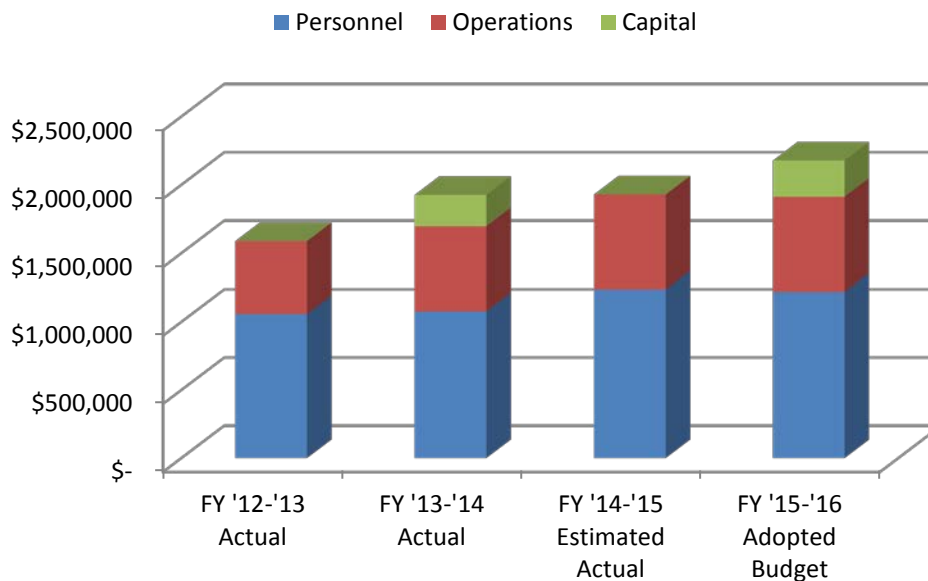
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<u>Charges to Departments</u>				
City Manager's Office	\$ -	\$ -	\$ -	\$ 118,573
Administrative Services	-	-	-	192,676
Legal Services	-	-	-	63,160
Development Services	-	-	-	216,060
Police Department	-	-	-	373,604
Fire Department	-	-	-	207,229
Public Works	-	-	-	316,812
Recreation	-	-	-	149,302
Library	-	-	-	440,584
Charges to Departments - Total	-	-	-	2,078,000
Contributions from Other Funds	-	-	-	100,000
<b>FUND TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,178,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

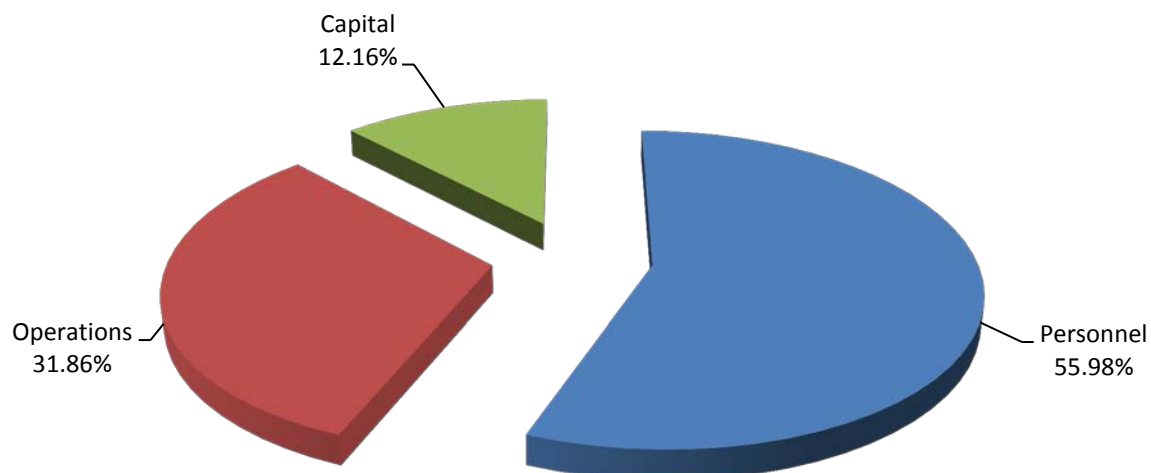
**FISCAL YEAR 2015-2016**

**INFORMATION TECHNOLOGY FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**INFORMATION TECHNOLOGY FUND**

**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>Personnel</u></b>					
Salaries & Wages	\$ 679,025	\$ 687,512	\$ 757,797	\$ 833,840	12
Salaries & Wages - Part-time	46,974	47,576	82,958	-	
Fringe Benefits	329,778	339,810	394,608	385,354	
	<u>1,055,777</u>	<u>1,074,898</u>	<u>1,235,363</u>	<u>1,219,194</u>	
<b><u>Operations</u></b>					
Employee Development	412	9,763	10,000	10,000	
Supplies	9,781	11,213	14,800	15,000	
Equipment	174,293	277,573	277,000	294,803	
Telephone & Communications	70,670	77,254	88,750	85,000	
Maintenance & Repair	182,987	168,430	201,387	182,426	
Professional & Technical Services	60,175	52,818	55,000	55,000	
Administration Charge	-	-	-	19,777	
Other Expenditures	33,436	25,275	46,550	31,800	
	<u>531,754</u>	<u>622,326</u>	<u>693,487</u>	<u>693,806</u>	
<b><u>Capital</u></b>					
Servers	-	26,454	-	-	
Helpdesk Management Software	-	-	-	85,000	
Non-centralized 311 System Software	-	-	-	80,000	
Equipment Replacements	-	201,763	-	100,000	
	<u>-</u>	<u>228,217</u>	<u>-</u>	<u>265,000</u>	
<b><u>TOTAL LT. FUND</u></b>					
<b>Personnel</b>	<b>\$ 1,055,777</b>	<b>\$ 1,074,898</b>	<b>\$ 1,235,363</b>	<b>\$ 1,219,194</b>	<b>12</b>
<b>Operations</b>	<b>531,754</b>	<b>622,326</b>	<b>693,487</b>	<b>693,806</b>	
<b>Capital</b>	<b>-</b>	<b>228,217</b>	<b>-</b>	<b>265,000</b>	
<b>TOTALS</b>	<b><u>\$ 1,587,531</u></b>	<b><u>\$ 1,925,441</u></b>	<b><u>\$ 1,928,850</u></b>	<b><u>\$ 2,178,000</u></b>	

\* Number of benefitted employees

**Note:** For all fiscal years prior to FY '15-'16, the amounts listed actually reside in the General Fund. They are shown here for comparative purposes only.



**TIMPANOGOS  
STORYTELLING FESTIVAL  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**TIMPANOGOS STORYTELLING FESTIVAL FUND**

**OVERVIEW**

The Timpanogos Storytelling Festival Fund is used to account for activities related to the City's involvement in the annual Timpanogos Storytelling Festival, other year round storytelling programs, and the Library's storytelling resource collection.

**REVENUES**

The Timpanogos Storytelling Festival Fund receives revenues primarily through ticket sales from the festival, grants, and charitable donations.

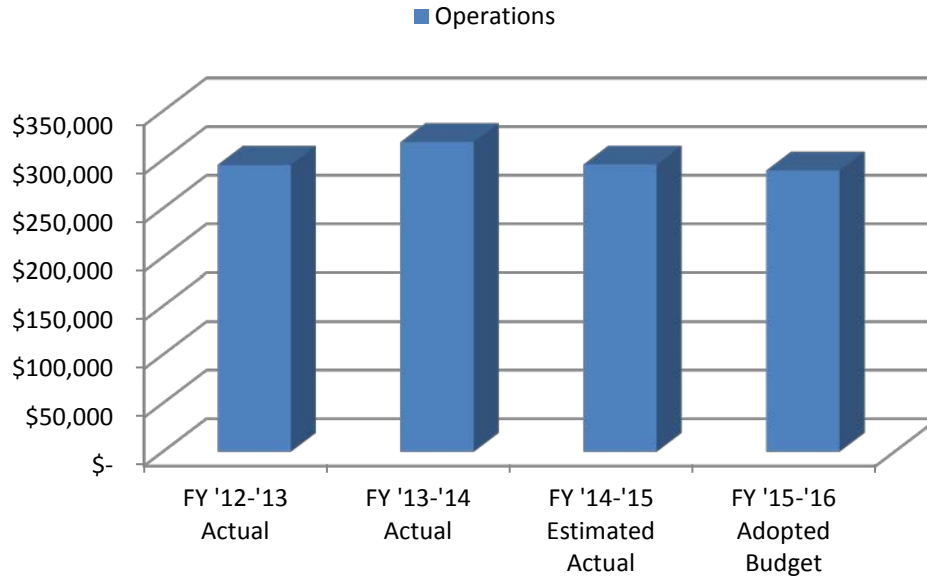
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Ticket Sales	\$ 170,095	\$ 181,178	\$ 175,000	\$ 185,000
Donations	131,532	87,285	106,000	90,000
Interest Earnings	5,159	3,835	4,000	4,000
Other Revenues	2,072	1,700	-	-
Contribution from Other Funds	5,500	5,380	10,000	10,000
Appropriations of Surplus	-	-	-	-
<b>FUND TOTALS</b>	<b>\$ 314,358</b>	<b>\$ 279,378</b>	<b>\$ 295,000</b>	<b>\$ 289,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

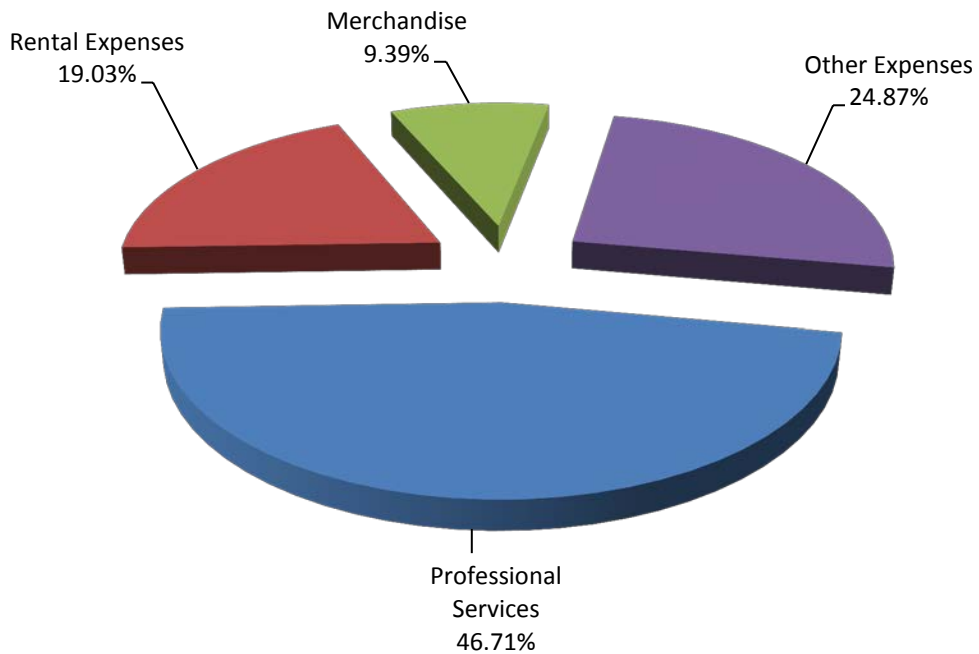
**FISCAL YEAR 2015-2016**

**TIMPANOGOS STORYTELLING FESTIVAL FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**TIMPANOGOS STORYTELLING FESTIVAL FUND**

**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<b><u>Operations</u></b>				
Professional & Technical Services	\$ 147,504	\$ 144,789	\$ 135,000	\$ 135,000
Rental & Lease Expenses	56,084	58,828	60,000	55,000
Merchandise	33,554	34,034	35,000	27,150
Printing & Publication	24,427	26,601	22,000	25,000
Supplies	8,693	9,234	8,250	8,500
Other Costs	24,403	44,648	34,750	38,350
	<u>294,665</u>	<u>318,134</u>	<u>295,000</u>	<u>289,000</u>
<b>TOTAL TIMPANOGOS STORYTELLING FESTIVAL FUND</b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	294,665	318,134	295,000	289,000
Capital	-	-	-	-
<b>TOTALS</b>	<u><u>\$ 294,665</u></u>	<u><u>\$ 318,134</u></u>	<u><u>\$ 295,000</u></u>	<u><u>\$ 289,000</u></u>

**COMMUNITY &  
NEIGHBORHOOD  
SERVICES  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

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

**OVERVIEW**

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

**REVENUES**

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

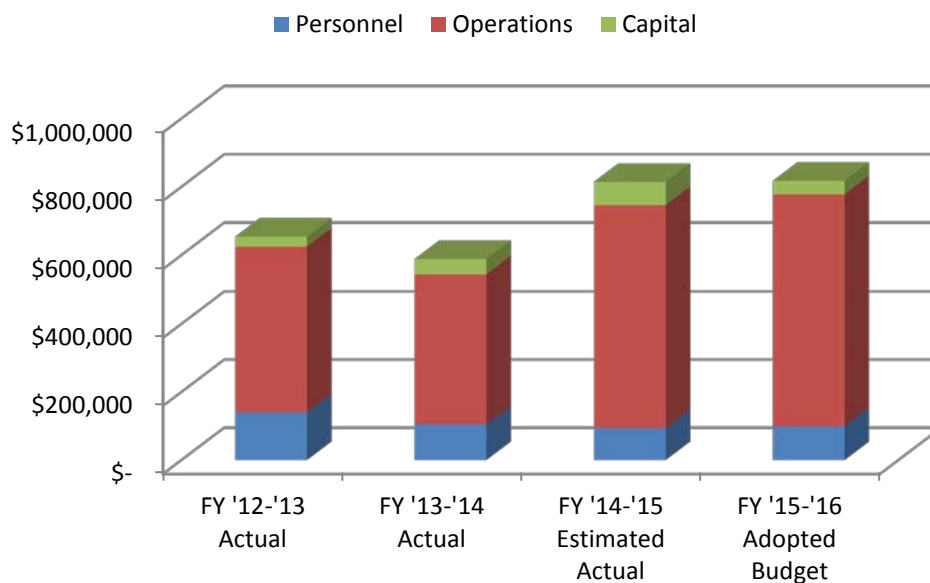
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Grant - Community Development	\$ 464,447	\$ 465,520	\$ 592,860	\$ 592,820
Revolving Loan Funds - Loan Payments	163,098	76,768	174,000	174,500
Interest Earnings	1,396	682	500	500
Miscellaneous Revenues	240	22,796	-	-
Contributions from Other Funds	47,154	51,801	47,048	50,168
<b>FUND TOTALS</b>	<b>\$ 676,335</b>	<b>\$ 617,567</b>	<b>\$ 814,408</b>	<b>\$ 817,988</b>

**CITY OF OREM  
ADOPTED BUDGET**

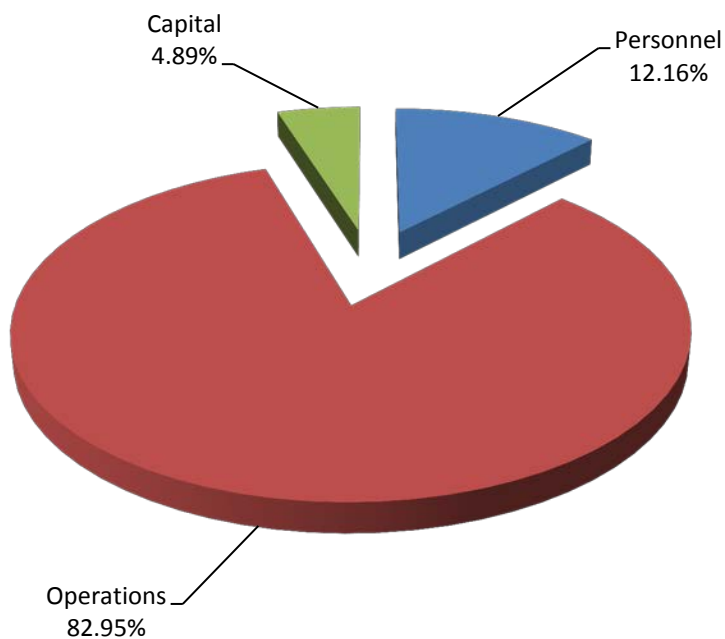
**FISCAL YEAR 2015-2016**

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

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES BY CATEGORY (FY '15-'16)**



**CITY OF OREM  
ADOPTED BUDGET**

FISCAL YEAR 2015-2016

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

**EXPENDITURES SUMMARY**

<b>DIVISION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>	<b># OF EMP. *</b>
<b><u>CNS Administration/Operations</u></b>					
Personnel	\$ 140,297	\$ 104,630	\$ 94,095	\$ 99,503	1
Operations	144,195	144,168	141,550	144,025	
Capital	-	-	-	-	
	<u>284,492</u>	<u>248,798</u>	<u>235,645</u>	<u>243,528</u>	
<b><u>CNS Projects</u></b>					
Personnel	-	-	-	-	0
Operations	240,899	237,176	346,460	326,460	
Capital	29,260	45,000	68,303	40,000	
	<u>270,159</u>	<u>282,176</u>	<u>414,763</u>	<u>366,460</u>	
<b><u>CDBG/EDA RLF Loans</u></b>					
Personnel	-	-	-	-	0
Operations	99,372	57,405	164,000	208,000	
Capital	-	-	-	-	
	<u>99,372</u>	<u>57,405</u>	<u>164,000</u>	<u>208,000</u>	
<b><u>TOTAL CNS FUND</u></b>					
Personnel	\$ 140,297	\$ 104,630	\$ 94,095	\$ 99,503	1
Operations	484,466	438,749	652,010	678,485	
Capital	29,260	45,000	68,303	40,000	
<b>TOTALS</b>	<b><u>\$ 654,023</u></b>	<b><u>\$ 588,379</u></b>	<b><u>\$ 814,408</u></b>	<b><u>\$ 817,988</u></b>	

\* Number of benefitted employees



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SENIOR  
CITIZENS  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SENIOR CITIZENS FUND**

**OVERVIEW**

The Senior Citizens Fund is used to account for the activities of the Senior Citizens' Friendship Center and its associated senior citizen patron activities.

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

**REVENUES**

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

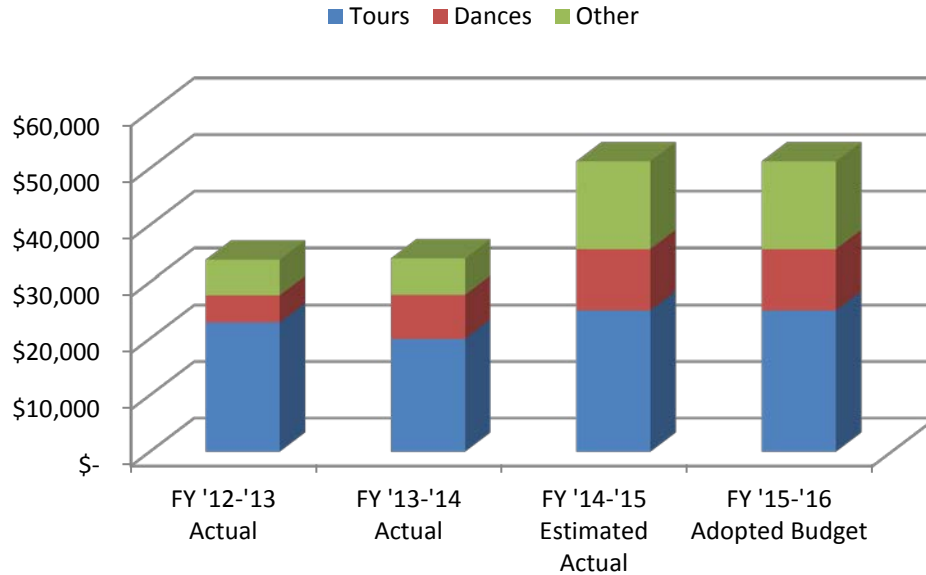
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Interest Earnings	\$ 1,194	\$ 1,174	\$ 750	\$ 750
Misc Revenues - Coffee	330	223	250	250
Misc Revenues - Vending	71	50	250	250
Misc Revenues - Ceramics	659	491	500	500
Misc Revenues - Tours	25,278	19,718	25,000	25,000
Misc Revenues - Donations	9,588	14,962	10,000	10,000
Misc Revenues - Quilting	586	924	500	500
Misc Revenues - Gift Shop	933	311	250	250
Misc Revenues - Membership Dues	4,237	4,343	5,000	5,000
Misc Revenues - Dances	4,277	6,447	8,000	8,000
Misc Revenues - Building Donations	124	-	250	250
Misc Revenues - Classes	900	63	500	500
<b>FUND TOTALS</b>	<b>\$ 48,177</b>	<b>\$ 48,706</b>	<b>\$ 51,250</b>	<b>\$ 51,250</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**SENIOR CITIZENS FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES SUMMARY**

EXPENDITURE CATEGORY	ACTUAL FY '12-'13	ACTUAL FY '13-'14	ESTIMATED ACTUAL FY '14-'15	ADOPTED BUDGET FY '15-'16
<b><u>Operations</u></b>				
Tours	\$ 22,865	\$ 19,982	\$ 25,000	\$ 25,000
Dances	4,795	7,768	10,750	10,750
Other	6,205	6,346	15,500	15,500
	<u>33,865</u>	<u>34,096</u>	<u>51,250</u>	<u>51,250</u>
<b><u>TOTAL SENIOR CITIZENS FUND</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	33,865	34,096	51,250	51,250
Capital	-	-	-	-
<b>TOTALS</b>	<u>\$ 33,865</u>	<u>\$ 34,096</u>	<u>\$ 51,250</u>	<u>\$ 51,250</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**



**OREM SENIOR FRIENDSHIP CENTER**



Active membership on record: 2,208



Daily average attendance: 301

- increase of 204% since 2012



Meals served & enjoyed: 17,961



Dozens of daily classes,  
workshops, & activities



Trips taken: 44

———— WE PUT THE BLING IN THE GOLDEN YEARS ————

**TELECOMMUNICATIONS  
BILLING  
FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**TELECOMMUNICATIONS BILLING FUND**

**OVERVIEW**

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

The services provided by the fund are under the direction of the Administrative Services Department through the Accounting Division. The fund has billed over 300 CUE agreements since July of 2012 and is currently billing over 270 customers.

**REVENUES**

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

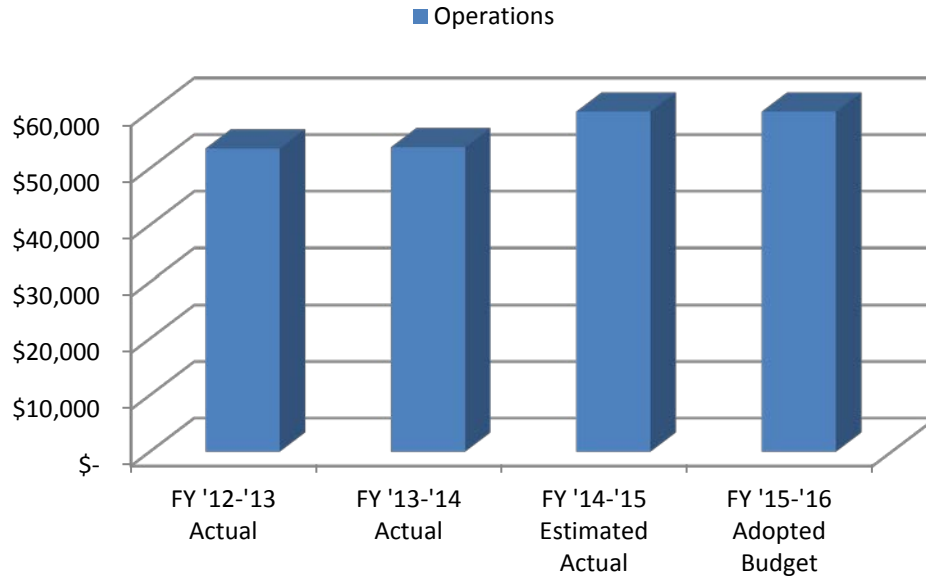
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Fees - Fiber Optic Billing	\$ 5,098	\$ 3,748	\$ 4,000	\$ 4,000
Interest Earnings	52,748	55,108	56,000	56,000
<b>FUND TOTALS</b>	<b>\$ 57,846</b>	<b>\$ 58,856</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**TELECOMMUNICATIONS BILLING FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES SUMMARY**

<u>EXPENDITURE CATEGORY</u>	<u>ACTUAL FY '12-'13</u>	<u>ACTUAL FY '13-'14</u>	<u>ESTIMATED ACTUAL FY '14-'15</u>	<u>ADOPTED BUDGET FY '15-'16</u>
<b><u>Operations</u></b>				
Professional & Technical Services	\$ 53,496	\$ 53,705	\$ 60,000	\$ 60,000
Other	-	-	-	-
	<u>53,496</u>	<u>53,705</u>	<u>60,000</u>	<u>60,000</u>
<b><u>TOTAL TELECOMMUNICATIONS BILLING FUND</u></b>				
Personnel	\$ -	\$ -	\$ -	\$ -
Operations	53,496	53,705	60,000	60,000
Capital	-	-	-	-
<b>TOTALS</b>	<u><u>\$ 53,496</u></u>	<u><u>\$ 53,705</u></u>	<u><u>\$ 60,000</u></u>	<u><u>\$ 60,000</u></u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**This page has been intentionally left blank.**



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**OREM FOUNDATION  
TRUST FUND**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**OREM FOUNDATION TRUST FUND**

**OVERVIEW**

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

- Library services.
- Literary and cultural arts programs, 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.

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

**REVENUES**

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

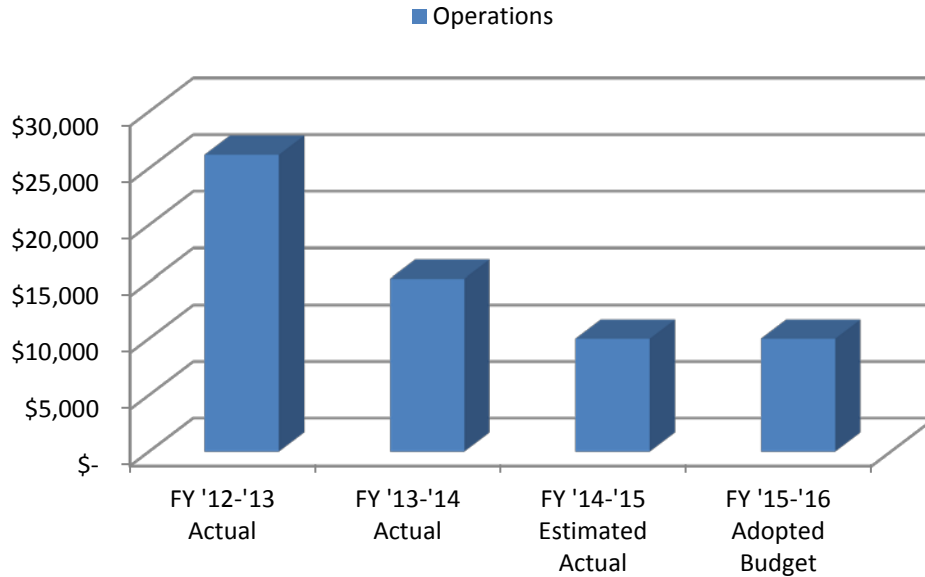
<b>REVENUE DESCRIPTION</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
Donations - Timpanogos Storytelling Festival	\$ 1,500	\$ 8,130	\$ 10,000	\$ 10,000
Donations - Orem Library	16,200	-	-	-
Donations - Orem City	12,000	2,400	-	-
Donations - Donald Davis Film Project	1,500	-	-	-
<b>FUND TOTALS</b>	<b>\$ 31,200</b>	<b>\$ 10,530</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**OREM FOUNDATION TRUST FUND**

**EXPENDITURES COMPARISON BY FISCAL YEAR**



**EXPENDITURES SUMMARY**

<b>EXPENDITURE CATEGORY</b>	<b>ACTUAL FY '12-'13</b>	<b>ACTUAL FY '13-'14</b>	<b>ESTIMATED ACTUAL FY '14-'15</b>	<b>ADOPTED BUDGET FY '15-'16</b>
<b><u>Operations</u></b>				
Transfer - Timp Storytelling Festival	\$ 5,500	\$ 5,380	\$ 10,000	\$ 10,000
Transfer - City of Orem Library	8,700	7,500	-	-
Transfer - City of Orem	12,000	2,400	-	-
	<u>26,200</u>	<u>15,280</u>	<u>10,000</u>	<u>10,000</u>
<b><u>TOTAL OREM FOUNDATION TRUST FUND</u></b>				
<b>Personnel</b>	\$ -	\$ -	\$ -	\$ -
<b>Operations</b>	<u>26,200</u>	<u>15,280</u>	<u>10,000</u>	<u>10,000</u>
<b>Capital</b>	-	-	-	-
<b>TOTALS</b>	<u>\$ 26,200</u>	<u>\$ 15,280</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**This page has been intentionally left blank.**

**CAPITAL  
IMPROVEMENTS  
SUMMARY**

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENTS SUMMARY**

<b>FUND</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b>GENERAL FUND</b>					
<b><u>Vehicles &amp; Equipment</u></b>					
Police - Patrol	\$ 405,000	\$ 247,200	\$ 297,500	\$ 306,200	\$ 306,200
Police - Investigations	131,000	-	35,000	111,000	111,000
Police - Other	38,000	35,000	-	-	-
Fire - Ambulances & Other	190,000	145,000	149,400	150,000	150,000
Parks	90,000	25,000	90,000	-	-
Traffic	-	47,000	-	-	-
Admin. Services - Motor Pool	26,000	41,200	-	28,000	28,000
Recreation - Senior Center	30,000	-	-	-	-
Dev. Services - Building Safety	-	-	26,000	-	-
Contingency - Undetermined	-	309,600	252,100	254,800	254,800
<b>Subtotal - Vehicles &amp; Equip.</b>	<b>\$ 910,000</b>	<b>\$ 850,000</b>	<b>\$ 850,000</b>	<b>\$ 850,000</b>	<b>\$ 850,000</b>
<b><u>Improvements</u></b>					
Facilities - Undetermined	\$ 74,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Facilities - Building Security	20,000	-	-	-	-
Facilities - Floors - PS & PW	14,000	-	-	-	-
Police - MCTF Equipment	10,000	10,000	10,000	10,000	10,000
Fire - SCBA Replacement	50,000	50,000	50,000	50,000	50,000
Streets - Parking Lot Projects	10,000	10,000	10,000	10,000	10,000
Parks - Playground Equipment	40,000	40,000	40,000	40,000	40,000
Cemetery - Veterans Memorial	5,000	-	-	-	-
Library - ILS Oper. System	50,000	-	-	-	-
Library - Copier	9,000	-	-	-	-
<b>Subtotal - Improvements</b>	<b>\$ 282,000</b>	<b>\$ 185,000</b>	<b>\$ 185,000</b>	<b>\$ 185,000</b>	<b>\$ 185,000</b>
<b>TOTAL - GENERAL FUND</b>	<b>\$ 1,192,000</b>	<b>\$ 1,035,000</b>	<b>\$ 1,035,000</b>	<b>\$ 1,035,000</b>	<b>\$ 1,035,000</b>
<b>ROAD FUND</b>					
<b><u>Vehicles &amp; Equipment</u></b>					
Vehicles/Equip. Replacement	\$ 315,000	\$ 209,000	\$ 210,000	\$ 225,000	\$ 249,000
<b>Subtotal - Vehicles &amp; Equip.</b>	<b>\$ 315,000</b>	<b>\$ 209,000</b>	<b>\$ 210,000</b>	<b>\$ 225,000</b>	<b>\$ 249,000</b>
<b><u>Improvements</u></b>					
Street Overlay/Reconstruction	\$ 240,000	\$ 441,000	\$ 440,000	\$ 425,000	\$ 401,000
Street Striping	100,000	100,000	100,000	100,000	100,000
Street Sealing	300,000	300,000	300,000	300,000	300,000
Slurry Seals	400,000	450,000	450,000	450,000	450,000
Micro-Surfacing	255,686	100,000	100,000	100,000	100,000
<b>Subtotal - Improvements</b>	<b>\$ 1,295,686</b>	<b>\$ 1,391,000</b>	<b>\$ 1,390,000</b>	<b>\$ 1,375,000</b>	<b>\$ 1,351,000</b>
<b>TOTAL - ROAD FUND</b>	<b>\$ 1,610,686</b>	<b>\$ 1,600,000</b>	<b>\$ 1,600,000</b>	<b>\$ 1,600,000</b>	<b>\$ 1,600,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENTS SUMMARY**

<b>FUND</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b>CIP FUND</b>					
<b><u>Vehicles &amp; Equipment</u></b>					
ITS Equipment	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Traffic Data Collection Trailers	-	60,000	-	-	-
<b>Subtotal - Vehicles &amp; Equip.</b>	<b>\$ 5,000</b>	<b>\$ 65,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b><u>Improvements</u></b>					
Flashing Yellow Arrow Upgrades	\$ -	\$ 135,000	\$ -	\$ 367,000	\$ 365,000
Right Turn Lane NB - 400 S	-	60,000	-	-	-
Right Turn Lane EB - 400 S	-	50,000	-	-	-
ADA Ramps	-	12,000	-	-	-
Micro-Surfacing Projects	-	260,000	180,000	-	-
MAG Funded Projects	-	10,500	91,500	100,000	150,000
Corridor Study - 1600 North	-	70,000	-	-	-
Scera Park	-	100,000	-	50,000	-
City Center Park	-	50,000	-	-	-
Cemetery Improvements	-	114,000	-	120,000	-
Traffic Signals - New	-	-	300,000	-	-
Rapid Rect. Flashing Beacon	-	-	50,000	50,000	-
Bonneville Park	-	-	125,000	-	-
Northridge Park	-	-	50,000	-	-
Windsor Park	-	-	100,000	-	-
Hillcrest Park	-	-	-	125,000	-
Community Park	-	-	-	-	200,000
HAWK Signal	-	-	-	-	80,000
Street Improvements - Misc.	126,385	-	-	-	-
Building Improvements - Misc.	20,000	-	-	-	-
<b>Subtotal - Improvements</b>	<b>\$ 146,385</b>	<b>\$ 861,500</b>	<b>\$ 896,500</b>	<b>\$ 812,000</b>	<b>\$ 795,000</b>
<b>TOTAL - CIP FUND</b>	<b>\$ 151,385</b>	<b>\$ 926,500</b>	<b>\$ 901,500</b>	<b>\$ 817,000</b>	<b>\$ 800,000</b>

**WATER FUND**

**Vehicles & Equipment**

Jet Vac Truck	\$ 130,000	\$ 130,000	\$ -	\$ -	\$ -
Backhoes	115,000	-	-	-	-
Pickup Trucks	70,000	35,000	35,000	70,000	35,000
Dump Trucks	-	85,000	-	40,000	85,000
Trackhoes	-	-	100,000	-	-
Vehicles/Equip. Replacement	-	130,000	205,000	210,000	153,000
<b>Subtotal - Vehicles &amp; Equip.</b>	<b>\$ 315,000</b>	<b>\$ 380,000</b>	<b>\$ 340,000</b>	<b>\$ 320,000</b>	<b>\$ 273,000</b>

(continued)

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENTS SUMMARY**

<b>FUND</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b>WATER FUND (continued)</b>					
<b><u>Improvements</u></b>					
Waterline - 400 West	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Waterline Replacements - 4"	100,000	300,000	300,000	320,000	-
Auto Meter Reading Technology	-	2,140,000	2,200,000	2,270,000	2,330,000
Tertiary Treatment OWRF	-	1,300,000	-	-	-
Waterline to Lakeside Park	-	200,000	-	-	-
Booster Station - OWRF	-	160,000	-	-	-
Booster Station - Sleepy Ridge	-	690,000	-	-	-
SW Area Improvements	-	600,000	610,000	630,000	-
Well	-	-	3,300,000	-	-
Storage Tank	-	-	-	4,650,000	7,190,000
Water Improvements - Misc.	65,604	75,000	80,000	85,000	85,000
<b>Subtotal - Improvements</b>	<b>\$ 665,604</b>	<b>\$ 5,465,000</b>	<b>\$ 6,490,000</b>	<b>\$ 7,955,000</b>	<b>\$ 9,605,000</b>
<b>TOTAL - WATER FUND</b>	<b>\$ 980,604</b>	<b>\$ 5,845,000</b>	<b>\$ 6,830,000</b>	<b>\$ 8,275,000</b>	<b>\$ 9,878,000</b>
<b>WATER RECLAMATION FUND</b>					
<b><u>Vehicles &amp; Equipment</u></b>					
Pickup Trucks	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Cargo Van	40,000	-	-	-	-
Dump Trucks	200,000	-	-	-	200,000
Easement Cleaning Machine	50,000	-	-	-	-
Screenings Washer & Probes	100,000	-	-	-	-
Compressors & Generators	80,000	-	-	80,000	-
Grit Washer & Screen Washer	70,000	110,000	220,000	-	-
Biosolids Belt Press	-	-	-	560,000	-
Vehicles/Equip. Replacement	121,000	465,000	425,000	295,000	125,000
<b>Subtotal - Vehicles &amp; Equip.</b>	<b>\$ 696,000</b>	<b>\$ 610,000</b>	<b>\$ 680,000</b>	<b>\$ 970,000</b>	<b>\$ 360,000</b>
<b><u>Improvements</u></b>					
Routine Maintenance Elimination	\$ 100,000	\$ 640,000	\$ 660,000	\$ 670,000	\$ 700,000
Carterville Forcemain Replacement	300,000	400,000	-	-	-
Struvite Elimination	-	840,000	900,000	-	-
SW Area Improvements	-	1,300,000	1,300,000	1,300,000	-
Pipe Liner Projects	-	-	235,000	-	-
H <sub>2</sub> S Rehabilitation Projects	-	-	750,000	1,500,000	1,500,000
Springwater Lift Station	-	-	-	1,020,000	1,825,000
Headworks Aeration Basin	-	-	-	-	460,000
Miscellaneous Projects	44,650	80,000	600,000	1,825,000	2,025,000
<b>Subtotal - Improvements</b>	<b>\$ 444,650</b>	<b>\$ 3,260,000</b>	<b>\$ 4,445,000</b>	<b>\$ 6,315,000</b>	<b>\$ 6,510,000</b>
<b>TOTAL - WATER REC. FUND</b>	<b>\$ 1,140,650</b>	<b>\$ 3,870,000</b>	<b>\$ 5,125,000</b>	<b>\$ 7,285,000</b>	<b>\$ 6,870,000</b>



**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENTS SUMMARY**

<b>FUND</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b>STORMSEWER FUND</b>					
<b><u>Vehicles &amp; Equipment</u></b>					
Pickup Trucks	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
TV Van & Equipment	240,000	-	-	-	-
Dump Trucks	65,000	-	240,000	-	-
Jet Vac Trucks	-	215,000	100,000	110,000	210,000
Street Sweepers	-	210,000	-	210,000	-
Vehicles/Equip. Replacement	-	113,000	74,300	14,000	17,000
<b>Subtotal - Vehicles &amp; Equip.</b>	<b>\$ 375,000</b>	<b>\$ 538,000</b>	<b>\$ 414,300</b>	<b>\$ 334,000</b>	<b>\$ 297,000</b>
<b><u>Improvements</u></b>					
Storm Sewer Line - 400 S	\$ 34,000	\$ -	\$ -	\$ -	\$ -
Storm Sewer Line - 400 N 250 E	151,000	439,500	-	-	-
Storm Sewer Line - Heat Plant Rd	-	98,000	291,500	-	-
Storm Sewer Line - 900 S	-	667,500	-	-	-
Storm Sewer Line - 2000 S (#1)	-	-	1,213,000	400,000	-
Storm Sewer Line - 2000 S (#2)	-	-	-	555,000	-
Storm Sewer Line - 1200 N	-	-	-	705,000	870,000
Detention Basin - Bonneville	-	-	-	-	486,500
Storm Sewer Line - Bonneville	-	-	-	-	426,500
SW Area Improvements	-	-	-	555,000	1,700,000
Miscellaneous Projects	50,667	206,000	212,180	218,000	225,000
<b>Subtotal - Improvements</b>	<b>\$ 235,667</b>	<b>\$ 1,411,000</b>	<b>\$ 1,716,680</b>	<b>\$ 2,433,000</b>	<b>\$ 3,708,000</b>
<b>TOTAL - STORM SEWER FUND</b>	<b>\$ 610,667</b>	<b>\$ 1,949,000</b>	<b>\$ 2,130,980</b>	<b>\$ 2,767,000</b>	<b>\$ 4,005,000</b>
<b>INFORMATION TECHNOLOGY FUND</b>					
<b><u>Equipment &amp; Software</u></b>					
Helpdesk Management Software	\$ 85,000	\$ -	\$ -	\$ -	\$ -
Non-centralized 311 Sys Software	80,000	-	-	-	-
Equipment Replacements	100,000	-	-	-	-
<b>Subtotal - Equip. &amp; Software</b>	<b>\$ 265,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL - IT FUND</b>	<b>\$ 265,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>COMMUNITY &amp; NEIGHBORHOOD SERVICES FUND</b>					
<b><u>Improvements</u></b>					
ADA Curb Cut Projects	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
<b>Subtotal - Improvements</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>
<b>TOTAL - CNS FUND</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>

**CITY OF OREM  
ADOPTED BUDGET**

**FISCAL YEAR 2015-2016**

**CAPITAL IMPROVEMENTS SUMMARY**

<b>FUND</b>	<b>BUDGETED FY '15-'16</b>	<b>PROJECTED FY '16-'17</b>	<b>PROJECTED FY '17-'18</b>	<b>PROJECTED FY '18-'19</b>	<b>PROJECTED FY '19-'20</b>
<b>ALL FUNDS</b>					
<b><u>Vehicles &amp; Equipment</u></b>					
General Fund	\$ 910,000	\$ 850,000	\$ 850,000	\$ 850,000	\$ 850,000
Road Fund	315,000	209,000	210,000	225,000	249,000
CIP Fund	5,000	65,000	5,000	5,000	5,000
Water Fund	315,000	380,000	340,000	320,000	273,000
Water Reclamation Fund	696,000	610,000	680,000	970,000	360,000
Storm Sewer Fund	375,000	538,000	414,300	334,000	297,000
Information Technology Fund	265,000	-	-	-	-
<b>Subtotal - Vehicles &amp; Equip.</b>	<b>\$ 2,881,000</b>	<b>\$ 2,652,000</b>	<b>\$ 2,499,300</b>	<b>\$ 2,704,000</b>	<b>\$ 2,034,000</b>
<b><u>Improvements</u></b>					
General Fund	\$ 282,000	\$ 185,000	\$ 185,000	\$ 185,000	\$ 185,000
Road Fund	1,295,686	1,391,000	1,390,000	1,375,000	1,351,000
CIP Fund	146,385	861,500	896,500	812,000	795,000
Water Fund	665,604	5,465,000	6,490,000	7,955,000	9,605,000
Water Reclamation Fund	444,650	3,260,000	4,445,000	6,315,000	6,510,000
Storm Sewer Fund	235,667	1,411,000	1,716,680	2,433,000	3,708,000
CNS Fund	40,000	40,000	40,000	40,000	40,000
<b>Subtotal - Improvements</b>	<b>\$ 3,109,992</b>	<b>\$ 12,613,500</b>	<b>\$ 15,163,180</b>	<b>\$ 19,115,000</b>	<b>\$ 22,194,000</b>
<b>GRAND TOTAL - ALL FUNDS</b>	<b>\$ 5,990,992</b>	<b>\$ 15,265,500</b>	<b>\$ 17,662,480</b>	<b>\$ 21,819,000</b>	<b>\$ 24,228,000</b>

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**City of Orem, Utah  
Proposed Fees & Charges  
Fiscal Year 2015-2016**

**Table of Contents**

**Administrative Services**

Documents.....	3
Miscellaneous .....	3
Service Billing .....	3
Utility Connections.....	3

**City Manager**

City Center Use .....	3
Miscellaneous .....	3
Passports .....	3
Solid Waste.....	4

**Development Services**

Appeals.....	4
Bonds.....	4
Business License Fees .....	4
Development Review Applications .....	5
Improvement Bond – Commercial & Residential Contract Construction .....	5
Building Safety Permits.....	6
Building Safety Plan Review.....	6
Building Safety Miscellaneous Fees.....	6
Building Safety Special Inspections .....	6
Engineering Fees .....	7
Subdivisions .....	7

**Fire**

Ambulance Fees .....	8
Annual Commercial Inspection Fees.....	8
False Alarm Fees .....	9
Fire Alarm System Inspections.....	9
Miscellaneous .....	9
Other Inspections and Re-inspections.....	9
Reports.....	9
Service Fees.....	10
Sprinkler System Inspections .....	10
Temporary and Construction Permit Fees .....	10

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**Table of Contents (Continued)**

**Library**

Library Fees and Charges .....	10
--------------------------------	----

**Police**

Alcohol License Fees.....	12
Animal Control Fees.....	12
False Alarm Fees .....	12
Miscellaneous .....	13
Reports.....	13
Street Race Events (Bikes, Running, etc.) .....	13

**Public Works**

Cemetery.....	13
Miscellaneous Charges .....	14
Pretreatment Fees .....	14
Sewer Connection Fees .....	14
Sewer Rates .....	14
Storm Sewer Fees .....	15
Water Rates .....	15
Water Connection Fees.....	16
Water Rights Impact Fees.....	17

**Recreation**

City of Orem Scera Park Pool Fees .....	18
Indoor (Specialist) Classes .....	19
Park Pavilion Reservation Fees .....	20
Orem Senior Friendship Center Activities.....	21
Orem Senior Friendship Center Facility Rental Fees .....	21
Outdoor Programs.....	21
Recreation Center Business Passes.....	23
Recreation Center Daily Rates.....	23
Recreation Center Group Discount Rates – After Hours .....	23
Recreation Center Group Discount Rates – Regular Hours.....	24
Recreation Center Individual and Family Passes.....	24
Youth Sports .....	25
Soccer/Lacrosse Field Rental Rates.....	26
Softball/Baseball Field Rental Rates .....	27
Tennis Court Rental Rates .....	27

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**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
-----------------------	------

**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 (Reconnect is two trips/fees).....	\$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. The City Center is not available on a City observed holiday.

**Miscellaneous**

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

**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 .....	Fee set by the U.S. Department of State
3. Passport Card – Age 16 & Older .....	Fee set by the U.S. Department of State
4. Passport Card – Under Age 16 .....	Fee set by the U.S. Department of State
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) .....	\$13.00

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**Solid Waste\*\***

Additional Containers .....	\$9.65 month
Green Waste .....	\$5.70 month
Multiple Units .....	\$10.65+\$10.65 each additional unit/month
Recycling Fee .....	\$3.20 Month
Residential .....	\$10.65 month
Trailer Courts & Condominiums .....	\$10.65+\$10.65 each 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 .....	\$600.00
Board of Appeals .....	\$400.00
City Council.....	\$600.00
Planning Commission.....	\$600.00
Special Exception for Multi-family Dwellings .....	\$1,500.00

**Bonds**

Christmas Tree Lots.....	\$50.00
Fireworks Stands .....	\$300.00
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

**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. February 1 to April 30 .....	\$20.00
b. Payments starting May 1 .....	\$30.00
2. Commercial Businesses	
a. February 1 to April 30 .....	\$30.00
b. Payments starting May 1 .....	\$30 outlined above + an additional 10% each following month

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

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**Development Review Applications**

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

**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

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**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
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 .....	
A. Single building project – value less than \$5 million.....	\$700.00 minimum + \$60/hour if over 4 hours
B. Single building project – value \$5 million - \$15 million.....	\$900.00 minimum + \$60/hour if over 6 hours
C. Single building project – value greater than \$15 million...	\$1100.00 minimum + \$60/hour if over 8 hours
D. Multi building project - .....	\$700.00 per building minimum + \$60/hour if over 4 hours ea
2. Residential.....	\$250.00 minimum + \$60.00/hour if over 2 hours
Plan Review Required by Changes.....	\$30.00 minimum + \$60.00/hour if over ½ hour
Buildings over four stories.....	Third party structural review required - cost

**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



**CITY OF OREM**  
**ADOPTED FEES & CHARGES**  
**FISCAL YEAR 2015-2016**

**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+\$1.00/linear foot
Road Bore Fees**	
0-2* years .....	\$5,000.00
2-5 years .....	\$250.00
5 + years .....	\$150.00
Length of Bore	
0 – 50 feet .....	\$50.00 + ROW Pothole Fee \$5.00 each
50 – 300 feet .....	\$150.00 + ROW Pothole Fee \$5.00 each
300 feet + .....	\$300.00 + ROW Pothole Fee \$5.00 each

\*requires City Engineer Approval; fees are a minimum charge with additional requirements to be negotiated

\*\* Road Closure Fees required on projects where closures exceed 24 hours or require multiple daily closures:

Sub Local/Local Street Lane Closure (lane/day/block) .....	\$75.00
Urban Collector❶ Lane Closure (lane/day/block) .....	\$150.00
Minor Arterial❶ Lane Closure (lane/day/block) .....	\$500.00
Principal Arterial❶ Lane Closure (lane/day/block) .....	\$1,000.00
Sidewalk or Bike Lane (day/block) .....	\$50.00

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

**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
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

**CITY OF OREM**  
**ADOPTED FEES & CHARGES**  
**FISCAL YEAR 2015-2016**

**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

**FIRE**

**Ambulance Fees**

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

**Annual Commercial Inspection Fees**

Assembly (permanent dance clubs).....\$130.00-\$300.00  
 (see chart)

1. 0-3,000 sq. ft. ....\$130.00
2. 3,001 to 6,000 sq. ft. ....\$170.00
3. 6,001 to 9,000 sq. ft. ....\$210.00
4. 9,001 to 12,000 sq. ft. ....\$250.00
5. 12,001 sq. ft and above .....\$300.00

Fireworks Displays Inside Permanent Retail Outlets .....\$130.00

Hazardous Materials Dispensing/Use .....\$150.00

Hazardous Materials Production/Processing .....\$200.00

Hazardous Materials Storage Sites .....\$130.00

High Rise Inspections .....\$400.00

Home Day Care .....\$130.00

Hospitals .....\$250.00

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

Hotel and Large Apartment Complexes (over 16 units)

1. 16-32 units .....	\$130.00
2. 33-48 units.....	\$170.00
3. 49-64 units .....	\$220.00
4. 65-80 units .....	\$270.00
5. 81 units and above .....	\$320.00
Pre-school/Day Care.....	\$130.00
Repair Garages/ Fuel Dispensing Stations.....	\$130.00
Restaurants (fire suppression systems).....	\$130.00
State Licensed Health Care Facilities .....	\$130.00

**False Alarm Fees (per calendar year)**

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

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

Additions, Remodels or New Construction

1. Under 3,000 sq. ft.....	\$130.00
2. 3,001 to 8,000 sq. ft.....	\$250.00
3. 8,001 sq. ft and above.....	\$250.00 + \$0.005/sq. ft

**Miscellaneous**

Community Emergency Response Team (CERT) Class .....	\$45.00
------------------------------------------------------	---------

**Other Inspections and Re-inspections**

Miscellaneous Fire Inspection

1. 0-7,000 sq. ft. ....	\$130.00
2. 7,001 to 15,000 sq. ft.....	\$180.00
3. 15,001 to 30,000 sq. ft. ....	\$220.00
4. 30,001 to 50,000 sq. ft.....	\$260.00
5. 50,001 sq. ft. and above .....	\$300.00
Re-inspection Fee (charged for 3 <sup>rd</sup> and subsequent re-inspections).....	\$130.00
Spray Booth, Spray Room or Limited Spray Area .....	\$130.00
Wet Chemical/Hood System.....	\$130.00

**Reports**

EMS Reports .....	\$15.00
-------------------	---------

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**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 or Requested by Insurance Company .....	Actual Cost

**Sprinkler System Inspections\***

Additions, Remodels or New Construction	
1. Under 3,000 sq. ft .....	\$130.00
2. 3,001 to 8,000 sq. ft .....	\$250.00
3. 8,001 sq. ft and above .....	\$250.00 + \$0.01/sq. ft

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

**Temporary and Construction Permit Fees**

Above Ground Storage Tank	
1. Under 500 Gallons .....	\$200.00 Per Tank
2. 501 Gallons and Greater .....	\$300.00 Per Tank
Fireworks Shows (inside and outside) .....	\$300.00
LPG Tank Installation per Tank (125 gallons and above) .....	\$130.00
Open Flames and Candles .....	\$130.00
Tents or Temporary Membrane Structures .....	\$130.00 per structure
Underground Storage Tank Installation .....	\$400.00 Per Tank
Underground Storage Tank Removal .....	\$400.00 Per Tank

**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

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

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. Opaque Projector Use.....	\$0.50/30 minutes
9. Polishing or CD/DVD Repair – Double Sided .....	\$6.00
10. Polishing or CD/DVD Repair – Single Sided .....	\$3.00
11. Replacement of User Card .....	\$3.50
12. Piano Use Fee.....	\$10.00

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 .....	\$5.00
4. End Page Replacement.....	\$5.00
5. Rebinding Oversize Book .....	\$20.00
6. Rebinding Standard Size Book.....	\$15.00
7. Repairable Water Damage.....	\$5.00
8. Spine Repair .....	\$4.00
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.....	\$10.00
2. Board Book .....	\$5.00
3. Book on Cassette .....	\$34.00
4. Book on CD.....	\$39.00
5. Boy Scout Merit Badge Book .....	\$5.00
6. Cassette or CD Pouch.....	\$5.00
7. CD-ROM.....	\$35.00
8. Children's Kit.....	\$60.00
9. Compact Disc .....	\$15.00
10. DVD .....	\$25.00
11. DVD Security Case .....	\$3.00
12. DVD Security Case (3-7 discs) .....	\$4.00
13. DVD Security Case (8-10 discs) .....	\$4.50
14. DVD Security Hub .....	\$0.50
15. Entertainment Video .....	\$30.00
16. Hardback Book.....	\$21.50
17. Informational Video .....	\$50.00
18. Junior Hardback Book.....	\$15.00
19. Junior Paperback Book.....	\$9.00
20. Magazine .....	\$4.00

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

21. Map .....	\$9.00
22. Media Kit .....	\$25.50
23. Media Kit Box .....	\$10.00
24. Pamphlet File Carrier .....	\$0.50
25. Pamphlet File Material .....	\$1.75
26. Paperback Book .....	\$8.00
27. Processing Fee (board books, magazines, merit badge books) .....	\$3.00
28. Processing Fee (other items) .....	\$5.00
29. Read Along Book .....	\$30.00
30. Reference Book .....	\$75.50
31. Reference Magazine .....	\$5.00
32. Reproduction of Graphics for Media Carriers .....	\$5.00
33. Sheet Music .....	\$20.00
34. Spoken Word Cassette Carrier (1 – 15 tape bays) .....	\$5.00
35. Spoken Word Cassette Carrier (16 + tape bays) .....	\$10.00
36. Spoken Word CD Carrier (1 disc) .....	\$2.50
37. Spoken Word CD Carrier (2 – 8 discs) .....	\$7.00
38. Spoken Word CD Carrier (9 + discs) .....	\$15.00
39. Trade Paperback Book .....	\$15.00
40. Tyvek Envelope .....	\$0.50
41. Video Carrier .....	\$1.00
Stage at City Center Park	
1. Reservation Fee .....	\$250.00/4 hour block
2. Hourly Rate .....	\$75.00

## POLICE

### **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

### **False Alarm Fees (per calendar year)**

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

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**Miscellaneous**

Criminal History Check .....	\$25.00
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) .....	\$15.00
Weed Abatement Administration Charge .....	\$50.00

**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 Reports .....	\$15.00
Traffic School .....	\$60.00

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

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

**PUBLIC WORKS**

**Cemetery**

Burial Lot Fees: Resident

1. Single Lot .....	\$1,200.00
2. ½ Lot on Edge of Road (Cemetery picks location) .....	\$600.00
3. Transfer Fee (resident to resident) .....	\$0.00

Burial Lot Fees: Non-Resident

1. Single Lot .....	\$1,500.00
2. ½ Lot on Edge of Road (Cemetery picks location) .....	\$750.00
3. Transfer Fee (resident to non-resident) .....	\$300.00

Interment: Resident

1. Adult or Junior Burial (over 50") .....	\$600.00
2. Infant Burial (under 50") .....	\$400.00
3. Cremation Burial .....	\$300.00
4. Saturday Burial (in addition to regular interment fee) .....	\$400.00

Interment: Non-Resident

1. Adult or Junior Burial (over 50") .....	\$750.00
2. Infant Burial (under 50") .....	\$500.00
3. Cremation Burial .....	\$375.00
4. Saturday Burial (in addition to regular interment fee) .....	\$500.00

Disinterment .....	\$1,500.00
--------------------	------------

Burial Right Transactions .....	\$15.00
---------------------------------	---------

Overtime (after 4:00 p.m.) .....	\$75.00 per ½ hour
----------------------------------	--------------------

Headstone Inspection and Setting Fee .....	\$35.00
--------------------------------------------	---------

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**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.

**Pretreatment Fees**

Sewer Pretreatment Fees

1. Annual Sampling Fee (automotive) .....	\$200.00
2. Categorical Annual Sampling Fee .....	\$800.00
3. Non-categorical Annual Sampling Fee .....	\$100.00
4. Reinspection 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

\*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.



**CITY OF OREM**  
**ADOPTED FEES & CHARGES**  
**FISCAL YEAR 2015-2016**

**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) .....\$5.25/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.

**Water Rates**

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

Usage Charge (all meter sizes) ..... \$0.58/1,000 gallons

¾" Meter.....	\$14.19/month
1" Meter.....	\$35.95/month
1 ½" Meter.....	\$101.22/month
2" Meter.....	\$166.50/month
3" Meter.....	\$253.55/month
4" Meter.....	\$427.61/month
6" Meter.....	\$1,080.38/month
8" Meter.....	\$1,443.05/month
10" Meter.....	\$2,164.59/month

Fire Hydrant Meter Rental\* ..... \$20.00/See Note

\* In addition to the \$20.00 base rate, a \$1,100.00 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.

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**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  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**Water Rights Impact Fees**

Development Type/*Water Required\**

1.	Apartment Complex/.31 Acre Feet per Unit	
	Water Fee	\$ 1,079.33
	Credit (Average)	(75.00)
	Net	1,004.33
	City Administration Fee	120.52
	Final Fee per Unit	<u>\$ 1,124.85</u>
2.	Condominium/.57 Acre Feet per Unit	
	Water Fee	\$ 1,984.57
	Credit (Average)	(75.00)
	Net	1,909.57
	City Administration Fee	229.15
	Final Fee per Unit	<u>\$ 2,138.72</u>
3.	Duplex/.52 Acre Feet per Unit	
	Water Fee	\$ 1,810.48
	Credit (Average)	(75.00)
	Net	1,735.48
	City Administration Fee	208.26
	Final Fee per Unit	<u>\$ 1,943.74</u>
4.	Four-plex/.35 Acre Feet per Unit	
	Water Fee	\$ 1,218.59
	Credit (Average)	(75.00)
	Net	1,143.59
	City Administration Fee	137.23
	Final Fee per Unit	<u>\$ 1,280.82</u>
5.	Landscape Meter/1.07 Acre Feet per Unit	
	Water Fee	\$ 3,725.42
	Credit (Average)	(75.00)
	Net	3,650.42
	City Administration Fee	438.05
	Final Fee per Unit	<u>\$ 4,088.47</u>
6.	Single Family Home with 3/4" Meter/.97 Acre Feet per Unit	
	Water Fee	\$ 3,377.25
	Credit (Average)	(75.00)
	Net	3,302.25
	City Administration Fee	396.27
	Final Fee per Unit	<u>\$ 3,698.52</u>
7.	Small Commercial 3/4" Meter/.57 Acre Feet per Unit	
	Water Fee	\$ 1,497.13
	Credit (Average)	(75.00)
	Net	1,422.13
	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  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**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  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

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**

Child Care

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

CPR ..... \$60.00/9 hours

CPR Recertification..... \$50.00

Dance..... \$4.00/class

Firearms Handling Class (2-hour class)(Min. 5 Students)..... \$15.00/class

Firearms Handling Private Class ..... \$20.00/hour

Hunter Education (12-hour class)..... \$15.00/class/5 classes

Lifeguard Training..... \$150.00/class

Little Dragons (45-minute classes) ..... \$25.00/4 classes

Martial Arts

1. 1 Hour Classes..... \$25.00/4 classes

Personal Trainer (1-hour sessions) ..... \$45.00/session

Racquetball

1. League ..... \$30.00/player
2. Private (1-hour class)..... \$15.00/class
3. Regular (1-hour classes)..... \$30.00/4 classes
4. Tourney ..... \$25.00 – 1<sup>st</sup> event; \$10.00 – 2<sup>nd</sup> event. Youth entry - \$15.00. With shirt - \$32.00. Referee fee - \$3.00

Self Defense

1. Mini-clinic (1 ½ - hour class)..... \$7.50/person
2. Regular (2-hour class) ..... \$20.00/class

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

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

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).....\$110.00/season
4. Summer Swimming (30-minutes classes) .....\$40.00/9 classes
5. UVU Swim Class .....\$60.00/Semester

Water Safety Instruction .....\$150.00/Class

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

All City Parks Except Mt. Timpanogos, Palisade and Nielsen's Grove Parks

1. Large Pavilions
  - a. Weekdays .....\$45.00/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 .....\$95.00/block
  - b. Weekends .....\$125.00/block
2. Hosting Center (available for full-day reservation only)
  - a. Reservation Fee .....\$400.00/day
  - b. Security Deposit .....\$200.00
3. Small Pavilion Site
  - a. Weekdays .....\$65.00/block
  - b. Weekends .....\$95.00/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.

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**Orem Senior Friendship Center Activities**

Ceramics.....	\$1.25/person/visit
Classes – Computer, Computer Lab & Wood Shop .....	\$1.25/person/visit
Orem Senior Friendship Center Annual Fee.....	\$7.00/person
Gold Membership 80+ /free	
Saturday Night Dance Admission.....	\$6.00/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+staff fees |
| 2. Kitchen .....          | \$50.00/hour+staff fees |
| 3. Conference Room.....   | \$15.00/hour+staff fees |

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

- |                           |                          |
|---------------------------|--------------------------|
| 1. Multipurpose Room..... | \$75.00/hour+staff fees  |
| 2. Kitchen .....          | \$125.00/hour+staff fees |
| 3. Conference Room.....   | \$30.00/hour+staff fees  |

Staff Fee.....\$14.00/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.

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

Adult Programs

- |                                               |               |
|-----------------------------------------------|---------------|
| 1. Basketball                                 |               |
| a. Men's .....                                | \$625.00/team |
| b. Women's.....                               | \$400.00/team |
| 2. Kickball .....                             | \$225.00/team |
| 3. Softball                                   |               |
| a. Co-ed – Fall & Summer .....                | \$375.00/team |
| b. Co-ed – Fall-Double Header .....           | \$525.00/team |
| c. Men's – Double Header – Fall.....          | \$525.00/team |
| d. Men's – Double Header - Summer .....       | \$625.00/team |
| e. Men's – Single Games - Fall & Summer ..... | \$375.00/team |
| f. Women's – Fall & Summer .....              | \$375.00/team |

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

4. Volleyball	
a. Co-ed.....	\$250.00/team
b. Men's .....	\$250.00/team
c. Women's .....	\$250.00/team
5. Flag Football (mens).....	\$450.00/team
Tennis (Specialist) Classes	
1. Group Tennis Lessons .....	\$35.00/individual
2. Private Lessons.....	\$40.00/hour
3. Semi-private Lessons (2-4 students divide cost) .....	\$60.00/hour
4. Youth League/Teams .....	\$95.00/individual
Tournaments	
1. Softball	
a. Girls' May Madness Tournament .....	\$375.00/team
2. Tennis	
a. Doubles .....	\$25.00
b. Singles .....	\$15.00/individual
3. Lacrosse Tournament .....	\$400.00/team
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+\$10/ASD fee
b. Grades 7 – 8 .....	\$55.00/individual+\$10/ASD fee
c. High School(8 players-additional players \$35.00).....	\$525.00/team
d. Little Hoopsters/Super Hoopsters .....	\$35.00/individual
3. Coach Pitch .....	\$33.00/individual
4. Flag Football .....	\$33.00/individual
5. Hershey Track .....	No charge
6. Machine Pitch.....	\$38.00/individual
7. Softball	
a. Girls' Accelerated Softball.....	\$550.00/team
b. Girls' Softball.....	\$50.00/individual
8. Summer Youth Parks	
a. Junior (4 – 6).....	\$60.00/\$55.00 each
b. Youth (5 – 11).....	\$120.00/\$110.00 each
9. T-ball.....	\$33.00/individual
10. Youth Fishing.....	\$25.00/individual
11. Youth Lacrosse – 3 <sup>rd</sup> and 4 <sup>th</sup> Grade .....	\$55.00/individual
12. Youth Lacrosse – 5 <sup>th</sup> and 6 <sup>th</sup> Grade .....	\$65.00/individual
13. Youth Lacrosse – 7 <sup>th</sup> and 8 <sup>th</sup> Grade .....	\$75.00/individual
14. Youth Track Club.....	\$60.00/individual
15. Youth Wrestling .....	\$35.00/individual



CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**Recreation Center Business Passes\***

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

1. 5 to 250.....	\$85.00/person
2. 251 to 500.....	\$80.00/person
3. 501 to 750.....	\$75.00/person
4. 751 to 1,000.....	\$70.00/person
5. 1,001 and Greater .....	\$65.00/person

Resident (total number of eligible business members listed)

1. 5 to 250.....	\$60.00/person
2. 251 to 500.....	\$55.00/person
3. 501 to 750.....	\$50.00/person
4. 751 to 1,000.....	\$45.00/person
5. 1,001 and Greater .....	\$40.00/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) .....	\$4.25
b. Child (under 4 years old) .....	No charge
c. Family Night (Monday, 6:00 pm – 10:00 pm) .....	\$20.00/family
d. Senior Citizen (55 and older) .....	\$3.25
e. Youth (4 to 13) .....	\$3.25
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) .....	\$20.00/hour
4. Duckling Patch .....	\$3.50
5. Foosball .....	\$0.60
6. Large Coin Operated Lockers .....	\$0.25
7. Locker Key Replacement .....	\$10.00
8. Racquetball Goggles .....	No charge
9. Racquetball Racket (aluminum) .....	\$1.50
10. Racquetball Rental .....	\$0.75
11. Rifle .....	\$2.50/hour
12. Swim Suit .....	\$3.50
13. Towel .....	\$0.75

**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

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

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 Discount 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 .....	\$265.00
c. Annual Pass.....	\$480.00
2. Individual	
a. Monthly Pass.....	\$42.00
b. Semi-annual Pass .....	\$165.00
c. Annual Pass.....	\$275.00
3. Senior Citizen	
a. Monthly Pass.....	\$30.00
b. Semi-annual Pass .....	\$95.00
c. Annual Pass.....	\$150.00
4. Student	
a. Monthly Pass.....	\$35.00
b. Semi-annual Pass .....	\$140.00
c. Annual Pass.....	\$250.00

**CITY OF OREM**  
**ADOPTED FEES & CHARGES**  
**FISCAL YEAR 2015-2016**

**Resident**

1. Family
  - a. Monthly Pass.....\$47.00
  - b. Semi-annual Pass .....\$215.00
  - c. Annual Pass.....\$395.00
2. Individual
  - a. Monthly Pass.....\$30.00
  - b. Semi-annual Pass .....\$135.00
  - c. Annual Pass.....\$225.00
3. Senior Citizen
  - a. Monthly Pass.....\$18.00
  - b. Semi-annual Pass .....\$60.00
  - c. Annual Pass.....\$95.00
4. Student
  - a. Monthly Pass.....\$24.00
  - b. Semi-annual Pass .....\$115.00
  - c. Annual Pass.....\$200.00

**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

**Monthly EFT Fees**

**Resident**

1. Family .....\$39.00
2. Individual .....\$25.00
3. Senior Citizen.....\$15.00
4. Student.....\$20.00

**Non-Resident**

1. Family .....\$49.00
2. Individual .....\$35.00
3. Senior Citizen.....\$25.00
4. Student.....\$29.00

**Youth Sports**

**Swimming**

1. Group 1..... Not Applicable
2. Group 2..... Not Applicable
3. Group 3
  - a. Short Course.....\$1 per lane per hour
  - b. Long Course.....\$2 per lane per hour
  - c. Meet Splash Fee.....\$2 per non-Orem participant
4. Group 4
  - a. Short Course.....\$8 per lane per hour + daily entry fee
  - b. Long Course.....\$12 per lane per hour + daily entry fee
5. Group 5
  - a. Short Course.....\$12 per lane per hour + daily entry fee
  - b. Long Course.....\$15 per lane per hour + daily entry fee

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

Football

1. Group 1..... See Outdoor Programs section
2. Group 2..... Not Applicable
3. Group 3
  - a. Participation Fee .....\$4 per participant
  - b. OR Per Field Per Season (two games per reservation period) .....\$475
4. Group 4
  - a. Per Game Fee .....\$45
  - b. OR Per Field Per Season Fee (two games per reservation period).....\$700
5. Group 5 ..... \$55 per game

Baseball

1. Group 1..... See Outdoor Programs section
2. Group 2
  - a. Participation Fee .....\$4 per participant
  - b. Field Preparation Fee .....\$5 per participant
3. Group 3
  - a. Field Rental ..... \$20 for first game
  - b. Field Rental (same day) .....\$10 for all subsequent games
4. Group 4
  - a. Field Rental ..... \$50 for first game
  - b. Field Rental (same day) .....\$25 for all subsequent games
5. Group 5..... See Softball/Baseball Field Rental Rates section

Soccer

1. Group 1..... Not Applicable
2. Group 2.....\$4 per participant
3. Group 3.....\$4 per participant
4. Group 4
  - a. Per Game Fee .....\$35
  - b. OR Yearly Rental
    - I. Two weeknights and Saturday .....\$1,700
    - II. Five weeknights and Saturday .....\$2,500
5. Group 5.....See Soccer/Lacrosse Field Rental Rates section

Lacrosse

1. Group 1..... See Outdoor Programs section
2. Group 2..... Not Applicable
3. Group 3.....\$12.50 per game (must provide own field prep)
4. Group 4.....\$35 per game (must provide own field prep)
5. Group 5.....See Soccer/Lacrosse Field Rental Rates

**Soccer/Lacrosse 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)
3. Litter Removal (\$45.00)
4. Custodial (\$45.00).....\$365.00 + staff costs

CITY OF OREM  
ADOPTED FEES & CHARGES  
FISCAL YEAR 2015-2016

**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 FEES & CHARGES  
FISCAL YEAR 2015-2016

**This page intentionally left blank.**



## **CITY OF OREM**

### **ELECTED OFFICIAL COMPENSATION PROGRAM FOR THE BUDGET YEAR BEGINNING JULY 1, 2015**

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.

## **Contents**

WORKER'S COMPENSATION.....	3
INSURANCE PROGRAMS .....	3
Travel Insurance.....	3
Medical and Dental Insurance .....	3
Elected Official's Monthly Insurance Options.....	3
Extended Health Care Coverage (COBRA) .....	4
Life Insurance .....	4
Retired Life Insurance .....	5
Short Term Disability Insurance .....	5
Long-Term Disability Insurance.....	5
Medicare Coverage .....	5
EMPLOYEE ASSISTANCE PROGRAM.....	5
FLEXIBLE SPENDING REIMBURSEMENT ACCOUNT .....	5
RETIREMENT .....	6
DEFERRED COMPENSATION .....	6
INDEMNIFICATION .....	6
SALARY .....	7
EXPENSES .....	7
MILEAGE REIMBURSEMENT.....	7
RECREATION PASS .....	7



**EXHIBIT “C1”**  
**CITY OF OREM**  
**FISCAL YEAR 2015/2016**  
**ELECTED OFFICIAL COMPENSATION PROGRAMS**

This document contains the compensation program, including salaries and benefits for the fiscal year beginning July 1, 2015 for City of Orem Elected Officials and supersedes all previous policies and procedures affecting compensation except for special programs adopted by the City Council.

---

**WORKER'S COMPENSATION**

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

---

**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. Elected Officials do not share the cost of the coverage with the city. 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 – Participants can choose between 2 High Deductible Health Plans with Health Savings Accounts, as follows:

Plan	Annual Deductible	Annual Out of Pocket Max	HSA/Yr
High Option	\$3k(s)/\$6k(f)	\$4k(s)/\$8k(f)	\$1.5k(s)/\$3k(f)
Low Option	\$2k(s)/\$4k(f)	\$3k(s)/\$6k(f)	\$1k(s)/\$2k(f)

- 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/dental plans, shall receive compensation equivalent to the highest group health/dental insurance monthly 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.

#### **Life Insurance**

The City shall provide term life insurance in the amount of \$50,000 for each Elected Official while in office. 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 while in office, 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 while in office, 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:

#### **City Participation**

1.45% of Salary

#### **Elected Official Participation**

1.45% of salary

---

## **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.

---

## **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, if any, 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 the Elected Official pays out-of-pocket for health and/or dependent care during the year, they submit a claim and are reimbursed with tax-free dollars.

---

## **RETIREMENT**

The City shall contribute 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 be exempt from Utah Retirement Systems and participate in the Alternative Retirement System, as follows:

### **OPTION A**

URS – PE/Non Contributory	18.47%
---------------------------	--------

### **OPTION B**

Alternative - 401(k)	17.90%
----------------------	--------

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 URS Defined Contribution Plan which is 401k only.

---

## **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 up to 6% of the Elected Officials salary.

---

## **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.

---

## **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.

---

## **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.

---

**This page intentionally left blank.**



## **CITY OF OREM**

### **EMPLOYEE COMPENSATION PROGRAM FOR THE FISCAL YEAR BEGINNING JULY 1, 2015**

**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.**

## **TABLE OF CONTENTS**

TABLE OF CONTENTS .....	2
PRIMARY EMPLOYER.....	4
FLSA, REGULAR HOURS and WORKWEEK.....	4
OVERTIME.....	5
CALL BACK .....	5
COURT TIME .....	6
ADMINISTRATIVE LEAVE.....	6
HOLIDAYS .....	6
VACATION .....	7
SICK LEAVE .....	7
General Management & Classified Employees.....	7
Executive Management Employees .....	8
Guidelines.....	8
Sick Leave - Initial Probationary Period .....	9
Sick Leave - Family Illness .....	9
Sick Leave at Termination of Employment .....	9
Sick Bank .....	9
Sick Leave - Buy-Back Option.....	9
FAMILY AND MEDICAL LEAVE OF ABSENCE.....	9
TIME OFF FOR VOTING .....	11
MEDICAL LEAVE OF ABSENCE .....	11
PERSONAL LEAVE OF ABSENCE.....	12
EMPLOYEE ASSISTANCE PROGRAM.....	12
MILITARY LEAVE .....	12



WORKER'S COMPENSATION .....	13
JURY LEAVE .....	13
BEREAVEMENT LEAVE .....	13
UNIFORM POLICY.....	13
Shirts .....	14
Pants .....	14
Short Pants.....	14
Nametags .....	14
Orem Logo .....	15
TOOL ALLOWANCE .....	15
MILEAGE REIMBURSEMENT .....	15
VEHICLE ALLOWANCE .....	15
RECREATION PASS.....	15
TUITION ASSISTANCE PROGRAM.....	15
MOVING EXPENSES.....	15
INSURANCE PROGRAMS .....	15
Travel Insurance .....	16
Medical and Dental Insurance .....	16
Extended Health Care Coverage (COBRA) .....	16
Life Insurance .....	16
Line of Duty Life Insurance Benefit .....	17
Short-Term Disability Insurance.....	17
Long-Term Disability Insurance .....	17
Medicare Coverage.....	17
RETIRED EMPLOYEES BENEFITS.....	17
Employees Who Retire after January 1, 2012.....	17
FLEXIBLE SPENDING REIMBURSEMENT ACCOUNT.....	18
RETIREMENT PLANS.....	18
DEFERRED COMPENSATION.....	19
INDEMNIFICATION .....	19

SALARY POLICY .....	19
PART-TIME EMPLOYEES .....	21
VARIABLE-HOUR EMPLOYEES.....	22
SEASONAL EMPLOYEES.....	22
EMPLOYEE RECOGNITION PROGRAM .....	22
COST SAVINGS INCENTIVES.....	22

---

**EXHIBIT “C”**  
**CITY OF OREM**  
**FISCAL YEAR 2015/2016**  
**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, 2015 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 not less than the federal or state minimum wage, whichever is 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 nine (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, the workweek is 7 consecutive days beginning at 12:00AM every Saturday, starting with the March 21, 2010 pay period.
- D. For Fire Division employees working 24-hour shifts, the workweek is eighteen (18) consecutive days from 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 forty (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 in accordance with the Federal Fair Labor Standards Act. 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 eighty (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 may 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 a twelve (12) hour 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 forty (40) hours a week in work assignments, may 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 (10) hour shifts in patrol and communication sections shall receive the following twelve (12) paid Holidays. Full-time employees receive eight (8) or nine (9) hours pay for each Holiday (depending on their authorized workweek); part-time employees receive four (4) hours pay for each Holiday.

HOLIDAY	DATE
New Year's 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 (4), eight (8), or nine (9) 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.

For Paid Holidays falling on a Saturday, the preceding Friday shall be treated as the Holiday. For Paid Holidays falling on a 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 eight (8) hours for full-time and four (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>

The maximum accumulation of vacation time beyond the year it is earned is two (2) years.

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 not be presumed to be 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, new employee to use up to forty-eight (48) hours of sick leave with pay before it has been earned. This section only applies for the employee's own illness and does not apply for 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.

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, employee's accumulated hours of sick leave up to a maximum of 720 hours (960 hours for 24 hour shift employees) were frozen in a sick leave bank. Upon separation from service for any cause, those employees shall be paid for one-half of the hours in the sick leave bank, if any.

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

For FY 2015-2016, 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. birth or placement of a child for adoption or foster care;
2. care for a child, parent, or spouse with a serious health condition, or
3. employee is unable to work because of a serious health condition.

Employees are eligible for up to twelve (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 twelve (12) months and must have worked at least 1,250 hours in the prior twelve (12) months.

As approved, employees may take FMLA 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 so as not to unduly disrupt the employer's operations.

The City will invoke FMLA 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 taking 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 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 twelve (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 twelve (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 twelve (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 a 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 twelve (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 twelve (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 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 twelve (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. effect of the leave upon department operations.

The total medical leave of absence, including the initial twelve (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  
Construction Technician  
Custodian  
Electronic Specialist  
Engineering Specialist  
Fitness Center Maintenance Technician  
Fleet Mechanic  
Fleet Maintenance Section Manager  
Instrumentation/Control Specialist  
Instrumentation/Control Technician  
Laboratory Specialist  
Lead Mechanic  
Maintenance Helper

Public Works Program Specialist  
Public Works Field Supervisor  
Public Works Technician  
Public Works Crew Leader  
Sr. Building Inspector  
Sr. Plant Operator  
Store Keeper  
Street Section Manager  
Traffic Sign Specialist  
Traffic Signal Specialist  
Urban Forester/Horticulturist  
Utilities Technician  
Water Reclamation Section Manager  
Water Section Manager

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

Flexible employees (whose typical job duties require the employee to work outside) include:

- 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 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 2015/16 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 employee 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:

City Participation  
1.45% of salary

Employee Participation  
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 fifteen (15) years of service with the City, their spouse and dependents will have life insurance coverage as follows:

<b><u>Type of Coverage</u></b>	<b><u>Amount</u></b>	<b><u>City Pays</u></b>	<b><u>Employee Pays</u></b>
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 Utah Retirement System. All employees may participate in the City's Alternate 401(k) Retirement Plan.

For the Fiscal Year beginning July 1, 2015 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	20.46%	18.47%	39.45%	38.94%	23.47%
Orem City 401(k) DC	0%	0%	0%	0%	0%
<b>TOTAL</b>	<b>20.46%</b>	<b>18.47%</b>	<b>39.45%</b>	<b>38.94%</b>	<b>23.47%</b>
<b>Tier II– Employed on or after July 1, 2011</b>					
Hybrid Option – to URS DB	18.45%	16.69%	28.00%	28.00%	12.08%
Orem City 401(k) DC	0%	1.21%	0%	0%	5.82%
<b>TOTAL</b>	<b>18.45%</b>	<b>17.90%</b>	<b>28.00%</b>	<b>28.00%</b>	<b>17.90%</b>
Defined Contribution Option – to URS DC	18.45%	16.69%	28.00%	28.00%	12.08%
Orem City 401(k) DC	0%	1.21%	0%	0%	5.82%
<b>TOTAL</b>	<b>18.45%</b>	<b>17.90%</b>	<b>28.00%</b>	<b>28.00%</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:

<u>OPTION A</u>	<u>State</u>	<u>Alternate</u> <u>(401k)</u>	<u>Total</u>
Noncontributory	18.47%	0.0%	18.47%

<u>OPTION B</u>	
Alternate	18.47%

Division Managers (or positions at the Division Manager level) may, under limited circumstances, opt out of the Utah Retirement System as authorized by the City Manager on a case-by-case basis. Qualifying circumstances will typically be limited to a situation where an employee would not qualify for a URS pension benefit, typically due to the employee's age and years of service required to vest in 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:

<u>General Management and Classified Employees:</u>	Employees hired prior to April 1, 1986 - 5.5%
	Employees hired after March 31, 1986 - 4.0%
<u>Executive Management Employees:</u>	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, 2015 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	\$112,554	\$140,692	\$168,831	\$9,379	\$11,724	\$14,069	Exempt		
19	\$94,318	\$117,897	\$141,477	\$7,860	\$9,825	\$11,790	Exempt		
18	\$86,340	\$107,925	\$129,510	\$7,195	\$8,994	\$10,792	Exempt		
17	\$79,036	\$98,796	\$118,555	\$6,586	\$8,233	\$9,880	Exempt		
16	\$72,351	\$90,439	\$108,526	\$6,029	\$7,537	\$9,044	Exempt		
15	\$66,231	\$82,789	\$99,346	\$5,519	\$6,899	\$8,279	Exempt		
14	\$60,629	\$75,786	\$90,943	\$5,052	\$6,315	\$7,579	Exempt		
13	\$55,500	\$69,375	\$83,250	\$4,625	\$5,781	\$6,938	\$26.68	\$33.35	\$40.02
12	\$50,806	\$63,507	\$76,208	\$4,234	\$5,292	\$6,351	\$24.43	\$30.53	\$36.64
11	\$46,508	\$58,135	\$69,762	\$3,876	\$4,845	\$5,814	\$22.36	\$27.95	\$33.54
10	\$42,574	\$53,218	\$63,861	\$3,548	\$4,435	\$5,322	\$20.47	\$25.59	\$30.70
9	\$38,973	\$48,716	\$58,459	\$3,248	\$4,060	\$4,872	\$18.74	\$23.42	\$28.11
8	\$35,676	\$44,595	\$53,514	\$2,973	\$3,716	\$4,460	\$17.15	\$21.44	\$25.73
7	\$32,658	\$40,823	\$48,988	\$2,722	\$3,402	\$4,082	\$15.70	\$19.63	\$23.55
6	\$29,896	\$37,370	\$44,844	\$2,491	\$3,114	\$3,737	\$14.37	\$17.97	\$21.56
5	\$27,367	\$34,209	\$41,051	\$2,281	\$2,851	\$3,421	\$13.16	\$16.45	\$19.74
4	\$25,052	\$31,315	\$37,578	\$2,088	\$2,610	\$3,132	\$12.04	\$15.16	\$18.07

EXECUTIVE POSITIONS	PAY GRADE	EXECUTIVE POSITIONS	PAY GRADE
Director - Administrative Services	19	Director - Library	17
Assistant City Manager	19	Director - Public Works	19
City Attorney	19	Fire Chief	19
City Manager	CM	Police Chief	19
Director - Development Services	19	Director - Recreation	18
EXEMPT POSITIONS	PAY GRADE	EXEMPT POSITIONS	PAY GRADE
Accounting Division Manager	15	Water Resources Div Manager	16
Assistant City Attorney	15	Parks Section Manager	13
Assistant to the City Manager	14	Planning Division Manager	14
CEDO Division Manager	15	Planner	13
City Engineer	16	Police Lieutenant	14
City Recorder	12	PS Computer Programmer Analyst	12
City Surveyor	12	Police Captain	16
Computer Programmer Analyst	12	Prosecutor	15
Deputy City Attorney	16	Recreation Manager - Programs	13
Emergency Manager	12	Recreation Manager - Facilities	14
Engineering Section Manager	14	Risk Coordinator	10
Fire Battalion Chief	14	Senior Computer Programmer/Analyst	13
Fire Marshall	14	Senior Engineer	13
Human Resources Div Manager	16	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	12
Library Division Manager	14	Water Reclamation Section Mgr	14
Maintenance Division Manager	16	Water Section Manager	14
NON-EXEMPT POSITIONS	PAY GRADE	NON-EXEMPT POSITIONS	PAY GRADE
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 BUILDING OFFICIAL	12	LIBRARY COMP SYS ANALYST	12
ASSISTANT LIBRARIAN	7	MAINTENANCE WORKER	6
ASSOCIATE ENGINEER, DESIGN	10	PC COORDINATOR	9
ASSOCIATE LIBRARIAN	9	PLANS EXAMINER	10
ASSOCIATE PLANNER	10	POLICE SERGEANT	12
BUILDING INSPECTOR	10	PRE-TREATMENT COORDINATOR	10
BUSINESS LICENSE SPECIALIST	8	PRE-TREATMENT INSPECTOR	8
CEMETERY SEXTON	9	PRIVATE DEVELOPMENT ENG	12
COMMUNITY SERVICES SPEC	6	POLICE OFFICER	10
CONSTRUCTION ENGINEER	12	PUBLIC WORKS FIELD SUPV	11
CONSTRUCTION TECHNICIAN	8	PUBLIC WORKS TECHNICIAN	7
CUSTODIAN	4	PUBLIC WORKS CREW LEADER	9
DEPUTY CITY RECORDER	8	PURCHASING AGENT	10
DEVELOPMENT SERVICES TECH	7	RECORDS OFFICE SUPERVISOR	7
DISPATCH	7	RECREATION FAC MAINT SUPV	9
ENGINEERING/GIS SPECIALIST	10	RECREATION PROGRAM COORD	9
EVIDENCE TECHNICIAN	10	RECREATION SPECIALIST	7
EXEC/NIA ASSISTANT	9	RESIDENTIAL PLANS EXAMINER	8
FIRE CAPTAIN	12	RISK COORDINATOR	10
FIRE ENGINEER	11	SECRETARY	6
FIRE PREVENTION SPECIALIST	9	SENIOR BUILDING INSPECTOR	11
FACILITY MAINT TECH – REC CTR	7	SENIOR PLANT OPERATOR	9
FLEET MANAGER	11	STOREKEEPER	5
FLEET MECHANIC	8	STORM WATER PROJECT MGR	10
HORTICULTURE/URB FORESTER	10	STREET LIGHTS SPECIALIST	10
HUMAN RESOURCES GENERALIST	9	TRAFFIC SIGN SPECIALIST	8
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		
PUBLIC WORKS PROGRAM SPEC	9		
PLANT OPERATOR	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**

Part time employees are regularly scheduled to work less than 40 but more than 19-hours per week and are paid at an hourly rate equivalent to the pay for a full-time employee in the same position.

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. Variable-hour employees are not reasonably expected to work an average of 29 hours per week during a calendar year, based on the facts and circumstances on the employee's date of hire and work for the city 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 for the city 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 years 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.



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

